

## Qualification Pack



# Chick Sexing and Grading Technician

QP Code: AGR/Q4403

Version: 3.0

NSQF Level: 3

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## Qualification Pack

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## Qualification Pack

### AGR/Q4403: Chick Sexing and Grading Technician

#### Brief Job Description

A Chick Sexing and Grading Technician is responsible for assessing the chicks' quality after hatching and separating the males from females as per the standards followed by the organization.

#### Personal Attributes

A Chick Sexing and Grading Technician must possess the ability to plan, organize, prioritize, calculate, concentrate and handle pressure. In addition, the individual must have mechanical aptitude, trouble shooting skills, communication skills and physical stamina to work for long hours.

#### Applicable National Occupational Standards (NOS)

##### Compulsory NOS:

1. [AGR/N4411: Prepare and maintain work area for sexing of chicks](#)
2. [AGR/N4412: Carry out the process of chicks sexing](#)
3. [AGR/N4413: Assess and grade the day old chicks](#)
4. [AGR/N4414: Maintain records related to sexing and grading of DOC](#)
5. [AGR/N4410: Maintain safety, hygiene and sanitation of hatchery](#)
6. [DGT/VSQ/N0101: Employability Skills \(30 Hours\)](#)

#### Qualification Pack (QP) Parameters

<b>Sector</b>	Agriculture
<b>Sub-Sector</b>	Poultry
<b>Occupation</b>	Poultry Hatchery Operations
<b>Country</b>	India
<b>NSQF Level</b>	3
<b>Credits</b>	9
<b>Aligned to NCO/ISCO/ISIC Code</b>	NCO-2015/6122.9900

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<b>Minimum Educational Qualification &amp; Experience</b>	10th Class OR 8th Class (with two years of (NTC/ NAC) after 8th) OR 8th grade pass and pursuing continuous schooling in regular school with vocational subject OR 8th grade pass with 2 Years of experience relevant experience OR 5th grade pass with 5 Years of experience relevant experience OR Previous relevant Qualification of NSQF Level (Level 2) with 1 Year of experience relevant experience OR Previous relevant Qualification of NSQF Level (Level 2.5) with 6 Months of experience relevant experience
<b>Minimum Level of Education for Training in School</b>	10th Class
<b>Pre-Requisite License or Training</b>	NA
<b>Minimum Job Entry Age</b>	18 Years
<b>Last Reviewed On</b>	NA
<b>Next Review Date</b>	30/04/2025
<b>NSQC Approval Date</b>	31/03/2022
<b>Version</b>	3.0
<b>Reference code on NQR</b>	QG-04-AG-00417-2023-V1.1-ASCI
<b>NQR Version</b>	1.1

## Qualification Pack

### AGR/N4411: Prepare and maintain work area for sexing of chicks

#### Description

This OS unit is about preparing and maintaining the work area for sexing of Day Old Chicks (DOC), ensuring their safety and hygiene.

#### Scope

The scope covers the following :

- Prepare and maintain work area for sexing of DOC
- Ensure sanitized environment and safety of the DOC

#### Elements and Performance Criteria

##### *Prepare and maintain work area for sexing of DOC*

To be competent, the user/individual on the job must be able to:

- PC1.** maintain a sanitized work area by adopting hatchery sanitation practices, as per the industry norms
- PC2.** arrange all the equipment, tools and furniture required to facilitate sexing of DOC
- PC3.** prepare separate spaces for male and female chicks that will be kept post segregating them into males and females

##### *Ensure sanitized environment and safety of the DOC*

To be competent, the user/individual on the job must be able to:

- PC4.** maintain a conducive environment throughout the sexing and grading area
- PC5.** ensure the feed and water being provided is sanitized in accordance with industry standards
- PC6.** sanitize and maintain safely all the equipment, PPE, etc. being used to manage the DOC while sexing and grading
- PC7.** store safely the tools & equipment in their designated place after proper cleaning and maintenance
- PC8.** dispose the hatchery waste in an eco-friendly manner in accordance with industry standards

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** rules and regulations pertaining to hatchery management
- KU2.** relevant legislation, standards, policies and procedures for preparation & management of hatchery
- KU3.** relevant health and safety requirements applicable to the work environment
- KU4.** different sexing and grading methods & techniques
- KU5.** the adequate quantity & quality of materials and equipment required in the relevant workspace for maintaining health and hygiene of birds
- KU6.** waste disposal techniques as per the industry guidelines and policies

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- KU7.** own job role & responsibilities and standard operating procedures
- KU8.** impact of not following the health, hygiene, safety and quality standards on birds, consumers and the business

## Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** note the information communicated by the supervisor
- GS2.** read the SOP for sexing and grading of DOC
- GS3.** discuss task lists, schedules and activities with the supervisor
- GS4.** maintain effective work relationship with other co-workers and seniors
- GS5.** plan and organize the activities to utilize time and equipment effectively
- GS6.** identify problems that may arise in carrying out tasks and take preventative action

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Prepare and maintain work area for sexing of DOC</i>	<b>5</b>	<b>10</b>	-	<b>10</b>
<b>PC1.</b> maintain a sanitized work area by adopting hatchery sanitation practices, as per the industry norms	-	-	-	-
<b>PC2.</b> arrange all the equipment, tools and furniture required to facilitate sexing of DOC	-	-	-	-
<b>PC3.</b> prepare separate spaces for male and female chicks that will be kept post segregating them into males and females	-	-	-	-
<i>Ensure sanitized environment and safety of the DOC</i>	<b>10</b>	<b>10</b>	-	<b>5</b>
<b>PC4.</b> maintain a conducive environment throughout the sexing and grading area	-	-	-	-
<b>PC5.</b> ensure the feed and water being provided is sanitized in accordance with industry standards	-	-	-	-
<b>PC6.</b> sanitize and maintain safely all the equipment, PPE, etc. being used to manage the DOC while sexing and grading	-	-	-	-
<b>PC7.</b> store safely the tools & equipment in their designated place after proper cleaning and maintenance	-	-	-	-
<b>PC8.</b> dispose the hatchery waste in an eco-friendly manner in accordance with industry standards	-	-	-	-
<b>NOS Total</b>	<b>15</b>	<b>20</b>	-	<b>15</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	AGR/N4411
<b>NOS Name</b>	Prepare and maintain work area for sexing of chicks
<b>Sector</b>	Agriculture
<b>Sub-Sector</b>	Poultry
<b>Occupation</b>	Poultry Hatchery Operations
<b>NSQF Level</b>	4
<b>Credits</b>	1
<b>Version</b>	3.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	31/03/2025
<b>NSQC Clearance Date</b>	31/03/2022



## Qualification Pack

### AGR/N4412: Carry out the process of chicks sexing

#### Description

This OS unit is about the process of sexing Day Old Chicks (DOC).

#### Scope

The scope covers the following :

- Carry out the process of vent sexing for DOC
- Carry out the process of feather sexing for DOC
- Perform waste management

#### Elements and Performance Criteria

##### *Carry out the process of vent sexing for DOC*

To be competent, the user/individual on the job must be able to:

- PC1.** hold the chick in one hand, with chick's rear facing towards individual, over an area, that can be cleaned easily
- PC2.** press gently on the abdomen, then squeeze its vent
- PC3.** clear the faeces of the vent
- PC4.** spread the vent carefully so that the tissue just inside the vent is visible
- PC5.** segregate the chicks with a small bump as male
- PC6.** segregate the chicks with no visible bulge or just a slight indentation as female
- PC7.** place males in one box and females in another box
- PC8.** place chicks in a third box if uncertain and repeat the sexing process

##### *Carry out the process of feather sexing for DOC*

To be competent, the user/individual on the job must be able to:

- PC9.** examine visually the chicks wing/feathers to determine its sex
- PC10.** segregate the chick as female if it shows fast feathering
- PC11.** segregate the chick as male if it shows slow feathering
- PC12.** segregate the chick as male if in case, the covert feathers are longer than the primary feathers ( super slow feathering)
- PC13.** place males in one box and females in another box
- PC14.** repeat the sexing process in case of any uncertainty

##### *Perform waste management*

To be competent, the user/individual on the job must be able to:

- PC15.** segregate waste into different categories and dispose them accordingly
- PC16.** deposit recyclable and reusable material at the identified location

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

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- KU1.** organization's procedures for carrying out the chick sexing process
- KU2.** job responsibilities/duties and standard operating procedures
- KU3.** types of sexing techniques followed by the organization
- KU4.** infrastructure requirement for sexing of chicks
- KU5.** maintenance of proper ventilation, light, for carrying out the sexing process
- KU6.** poultry waste management and methods of waste disposal

## Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** note down the information and observations(if any) related to process communicated by the supervisor
- GS2.** read process documents for working effectively
- GS3.** discuss task lists, schedules and activities with the supervisor
- GS4.** communicate effectively with team members
- GS5.** plan and prioritize work based on instructions received from the supervisor
- GS6.** discuss the possible solutions with the supervisor for problem solving
- GS7.** make judgments on day to day basis based on common sense
- GS8.** identify and handle issues

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Carry out the process of vent sexing for DOC</i>	<b>8</b>	<b>12</b>	-	<b>3</b>
<b>PC1.</b> hold the chick in one hand, with chick's rear facing towards individual, over an area, that can be cleaned easily	-	-	-	-
<b>PC2.</b> press gently on the abdomen, then squeeze its vent	-	-	-	-
<b>PC3.</b> clear the faeces of the vent	-	-	-	-
<b>PC4.</b> spread the vent carefully so that the tissue just inside the vent is visible	-	-	-	-
<b>PC5.</b> segregate the chicks with a small bump as male	-	-	-	-
<b>PC6.</b> segregate the chicks with no visible bulge or just a slight indentation as female	-	-	-	-
<b>PC7.</b> place males in one box and females in another box	-	-	-	-
<b>PC8.</b> place chicks in a third box if uncertain and repeat the sexing process	-	-	-	-
<i>Carry out the process of feather sexing for DOC</i>	<b>5</b>	<b>10</b>	-	<b>5</b>
<b>PC9.</b> examine visually the chicks wing/feathers to determine its sex	-	-	-	-
<b>PC10.</b> segregate the chick as female if it shows fast feathering	-	-	-	-
<b>PC11.</b> segregate the chick as male if it shows slow feathering	-	-	-	-
<b>PC12.</b> segregate the chick as male if in case, the covert feathers are longer than the primary feathers ( super slow feathering)	-	-	-	-
<b>PC13.</b> place males in one box and females in another box	-	-	-	-
<b>PC14.</b> repeat the sexing process in case of any uncertainty	-	-	-	-

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Perform waste management</i>	2	3	-	2
<b>PC15.</b> segregate waste into different categories and dispose them accordingly	-	-	-	-
<b>PC16.</b> deposit recyclable and reusable material at the identified location	-	-	-	-
<b>NOS Total</b>	<b>15</b>	<b>25</b>	<b>-</b>	<b>10</b>

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### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	AGR/N4412
<b>NOS Name</b>	Carry out the process of chicks sexing
<b>Sector</b>	Agriculture
<b>Sub-Sector</b>	Poultry
<b>Occupation</b>	Poultry Hatchery Operations
<b>NSQF Level</b>	4
<b>Credits</b>	2
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	31/03/2022
<b>Next Review Date</b>	31/03/2025
<b>NSQC Clearance Date</b>	31/03/2022

## Qualification Pack

### AGR/N4413: Assess and grade the day old chicks

#### Description

This OS unit is about assessing and grading of Day Old Chicks (DOC).

#### Scope

The scope covers the following :

- Assess the DOC based on various parameters
- Grade the DOC

#### Elements and Performance Criteria

##### *Assess the DOC based on various parameters*

To be competent, the user/individual on the job must be able to:

- PC1.** prepare the chicks for assessment in a conducive environment
- PC2.** lay down the chick on its back and observe the quickness of its turning back up
- PC3.** observe the responsiveness of eyes of the DOC
- PC4.** assess the standing ability of the chick when placed upright
- PC5.** observe the skin colour near the naval
- PC6.** assess the appearance of chicks for clean and dry feathers
- PC7.** observe the behavioural response of chicks to stimuli such as light and other movements of human hands
- PC8.** observe the beaks of chicks for any deformity or spots

##### *Grade the DOC*

To be competent, the user/individual on the job must be able to:

- PC9.** grade the chick to be of good quality based on various parameters
- PC10.** segregate the chicks with any deformity or red spots on the beak, as poor quality
- PC11.** remove any chicks with injuries or any other deformities in whole body
- PC12.** segregate waste into different categories and dispose them appropriately

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** own job role & responsibilities and standard operating procedures
- KU2.** relevant health and safety requirements applicable to the work environment
- KU3.** different grading techniques
- KU4.** different parameters for assessing the quality of chicks
- KU5.** waste disposal techniques as per the industry guidelines

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- KU6.** impact of not following the health, hygiene, safety and quality standards on birds, consumers and the business

### Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** note the information communicated by the supervisor
- GS2.** read the SOP related to chick sexing and grading
- GS3.** comprehend task lists, schedules and activities instructed by supervisor
- GS4.** communicate effectively with co-workers and seniors
- GS5.** plan and organize the work activities
- GS6.** identify problems that may arise in carrying out tasks and take preventative action
- GS7.** analyze the information gathered from one's observations and experiences

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Assess the DOC based on various parameters</i>	<b>15</b>	<b>10</b>	-	<b>10</b>
<b>PC1.</b> prepare the chicks for assessment in a conducive environment	-	-	-	-
<b>PC2.</b> lay down the chick on its back and observe the quickness of its turning back up	-	-	-	-
<b>PC3.</b> observe the responsiveness of eyes of the DOC	-	-	-	-
<b>PC4.</b> assess the standing ability of the chick when placed upright	-	-	-	-
<b>PC5.</b> observe the skin colour near the naval	-	-	-	-
<b>PC6.</b> assess the appearance of chicks for clean and dry feathers	-	-	-	-
<b>PC7.</b> observe the behavioural response of chicks to stimuli such as light and other movements of human hands	-	-	-	-
<b>PC8.</b> observe the beaks of chicks for any deformity or spots	-	-	-	-
<i>Grade the DOC</i>	<b>5</b>	<b>5</b>	-	<b>5</b>
<b>PC9.</b> grade the chick to be of good quality based on various parameters	-	-	-	-
<b>PC10.</b> segregate the chicks with any deformity or red spots on the beak, as poor quality	-	-	-	-
<b>PC11.</b> remove any chicks with injuries or any other deformities in whole body	-	-	-	-
<b>PC12.</b> segregate waste into different categories and dispose them appropriately	-	-	-	-
<b>NOS Total</b>	<b>20</b>	<b>15</b>	-	<b>15</b>



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### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	AGR/N4413
<b>NOS Name</b>	Assess and grade the day old chicks
<b>Sector</b>	Agriculture
<b>Sub-Sector</b>	Poultry
<b>Occupation</b>	Poultry Hatchery Operations
<b>NSQF Level</b>	4
<b>Credits</b>	1
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	31/03/2022
<b>Next Review Date</b>	31/03/2025
<b>NSQC Clearance Date</b>	31/03/2022

## Qualification Pack

### AGR/N4414: Maintain records related to sexing and grading of DOC

#### Description

This OS unit is about preparing and maintaining records related to sexing and grading of Day Old Chicks (DOC) and other hatchery related data

#### Scope

The scope covers the following :

- Maintain records for sexing and grading of DOC
- Maintain records of the cost incurred during the process

#### Elements and Performance Criteria

##### *Maintain records for sexing and grading of DOC*

To be competent, the user/individual on the job must be able to:

- PC1.** maintain records of number of eggs set in the month, incubator capacity utilization, chicks hatched per month, hatchability, percentage of culls, total saleable chicks, Sexing Mortality, Flock-wise Sexing Ratio etc.
- PC2.** maintain records of number of male and female chicks during the sexing operation
- PC3.** document flock-wise grading details to analyse the productivity ratio

##### *Maintain records of the cost incurred during the process*

To be competent, the user/individual on the job must be able to:

- PC4.** maintain records of flock-wise cost for sexing and grading
- PC5.** maintain the cost of other expenses incurred during these process

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** documentation system followed by the organization
- KU2.** own job role & responsibilities and standard operating procedures
- KU3.** how to keep records for easy access to data
- KU4.** Computation of various costs involved in or sexing and grading

#### Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** note the data required for record keeping purpose and the information communicated by the supervisor manually or electronically
- GS2.** maintain effective working relationships with other workers and seniors
- GS3.** identify problems that may arise in carrying out tasks and take preventative action

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**GS4.** analyze the information gathered from one's observations and experiences

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Maintain records for sexing and grading of DOC</i>	<b>10</b>	<b>10</b>	-	<b>10</b>
<b>PC1.</b> maintain records of number of eggs set in the month, incubator capacity utilization, chicks hatched per month, hatchability, percentage of culls, total saleable chicks, Sexing Mortality, Flock-wise Sexing Ratio etc.	-	-	-	-
<b>PC2.</b> maintain records of number of male and female chicks during the sexing operation	-	-	-	-
<b>PC3.</b> document flock-wise grading details to analyse the productivity ratio	-	-	-	-
<i>Maintain records of the cost incurred during the process</i>	<b>5</b>	<b>10</b>	-	<b>5</b>
<b>PC4.</b> maintain records of flock-wise cost for sexing and grading	-	-	-	-
<b>PC5.</b> maintain the cost of other expenses incurred during these process	-	-	-	-
<b>NOS Total</b>	<b>15</b>	<b>20</b>	-	<b>15</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	AGR/N4414
<b>NOS Name</b>	Maintain records related to sexing and grading of DOC
<b>Sector</b>	Agriculture
<b>Sub-Sector</b>	Poultry
<b>Occupation</b>	Poultry Hatchery Operations
<b>NSQF Level</b>	4
<b>Credits</b>	1
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	31/03/2022
<b>Next Review Date</b>	31/03/2025
<b>NSQC Clearance Date</b>	31/03/2022

## Qualification Pack

### AGR/N4410: Maintain safety, hygiene and sanitation of hatchery

#### Description

This OS unit is about maintaining safety and hygiene of birds and workers in the hatchery.

#### Scope

The scope covers the following :

- Maintain proper hatchery sanitation
- Follow proper hatchery waste disposal and compliance with bio-security protocols

#### Elements and Performance Criteria

##### *Maintain proper hatchery sanitation*

To be competent, the user/individual on the job must be able to:

- PC1.** ensure fumigation of eggs after collection
- PC2.** carry out sorting of dirty and cracked eggs as soon as possible and dispose them immediately
- PC3.** ensure that setting and hatching trays are thoroughly washed and disinfected after every batch
- PC4.** ensure that the incubator and hatcher rooms are thoroughly washed and disinfected after every batch
- PC5.** disinfect the instruments and equipment used for the sexing operation, before and after use
- PC6.** ensure that chicks are transported out of the hatchery in new containers of the disposable type

##### *Follow proper hatchery waste disposal and compliance with bio-security protocols*

To be competent, the user/individual on the job must be able to:

- PC7.** segregate waste into different categories
- PC8.** deposit recyclable and reusable material at identified location
- PC9.** dispose waste such as infertile eggs, non-hatched eggs, membranes, eggshells, etc. as per organizational guidelines
- PC10.** dispose waste by burning in specially constructed facilities (incinerators) or by burying them deep enough
- PC11.** follow bio-security protocols in accordance with workplace standards

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** organization standards and procedures followed in the case of any health emergency or accident
- KU2.** safety checklists followed by the organization
- KU3.** possible physical, chemical and biological hazards and methods of prevention

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**KU4.** personal hygiene requirements

**KU5.** different types of sanitizers used for storage area and equipment and the procedure to use

**KU6.** bio-security measures applicable at the hatchery unit

**KU7.** safe waste disposal methods

## Generic Skills (GS)

User/individual on the job needs to know how to:

**GS1.** note the information communicated by the supervisor

**GS2.** read equipment manuals and process documents to understand the equipment operation and maintenance

**GS3.** discuss task lists, schedules , activities and possible solutions for problem with the supervisor

**GS4.** maintain effective working relationships with other workers and seniors

**GS5.** plan and prioritize work based on instructions received from the supervisor

**GS6.** identify problems that may arise in carrying out tasks and take preventative action

**GS7.** analyze the information gathered from one's observations and experiences

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Maintain proper hatchery sanitation</i>	<b>10</b>	<b>10</b>	-	<b>5</b>
<b>PC1.</b> ensure fumigation of eggs after collection	-	-	-	-
<b>PC2.</b> carry out sorting of dirty and cracked eggs as soon as possible and dispose them immediately	-	-	-	-
<b>PC3.</b> ensure that setting and hatching trays are thoroughly washed and disinfected after every batch	-	-	-	-
<b>PC4.</b> ensure that the incubator and hatcher rooms are thoroughly washed and disinfected after every batch	-	-	-	-
<b>PC5.</b> disinfect the instruments and equipment used for the sexing operation, before and after use	-	-	-	-
<b>PC6.</b> ensure that chicks are transported out of the hatchery in new containers of the disposable type	-	-	-	-
<i>Follow proper hatchery waste disposal and compliance with bio-security protocols</i>	<b>10</b>	<b>5</b>	-	<b>10</b>
<b>PC7.</b> segregate waste into different categories	-	-	-	-
<b>PC8.</b> deposit recyclable and reusable material at identified location	-	-	-	-
<b>PC9.</b> dispose waste such as infertile eggs, non-hatched eggs, membranes, eggshells, etc. as per organizational guidelines	-	-	-	-
<b>PC10.</b> dispose waste by burning in specially constructed facilities(incinerators) or by burying them deep enough	-	-	-	-
<b>PC11.</b> follow bio-security protocols in accordance with workplace standards	-	-	-	-
<b>NOS Total</b>	<b>20</b>	<b>15</b>	-	<b>15</b>



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### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	AGR/N4410
<b>NOS Name</b>	Maintain safety, hygiene and sanitation of hatchery
<b>Sector</b>	Agriculture
<b>Sub-Sector</b>	Poultry
<b>Occupation</b>	Poultry Hatchery Operations
<b>NSQF Level</b>	3
<b>Credits</b>	2
<b>Version</b>	2.0
<b>Next Review Date</b>	31/03/2025

## Qualification Pack

### DGT/VSQ/N0101: Employability Skills (30 Hours)

#### Description

This unit is about employability skills, Constitutional values, becoming a professional in the 21st Century, digital, financial, and legal literacy, diversity and Inclusion, English and communication skills, customer service, entrepreneurship, and apprenticeship, getting ready for jobs and career development.

#### Scope

The scope covers the following :

- Introduction to Employability Skills
- Constitutional values - Citizenship
- Becoming a Professional in the 21st Century
- Basic English Skills
- Communication Skills
- Diversity & Inclusion
- Financial and Legal Literacy
- Essential Digital Skills
- Entrepreneurship
- Customer Service
- Getting ready for Apprenticeship & Jobs

#### Elements and Performance Criteria

##### *Introduction to Employability Skills*

To be competent, the user/individual on the job must be able to:

**PC1.** understand the significance of employability skills in meeting the job requirements

##### *Constitutional values – Citizenship*

To be competent, the user/individual on the job must be able to:

**PC2.** identify constitutional values, civic rights, duties, personal values and ethics and environmentally sustainable practices

##### *Becoming a Professional in the 21st Century*

To be competent, the user/individual on the job must be able to:

**PC3.** explain 21st Century Skills such as Self-Awareness, Behavior Skills, Positive attitude, self-motivation, problem-solving, creative thinking, time management, social and cultural awareness, emotional awareness, continuous learning mindset etc.

##### *Basic English Skills*

To be competent, the user/individual on the job must be able to:

**PC4.** speak with others using some basic English phrases or sentences

##### *Communication Skills*

To be competent, the user/individual on the job must be able to:

**PC5.** follow good manners while communicating with others

**PC6.** work with others in a team

## Qualification Pack

### *Diversity & Inclusion*

To be competent, the user/individual on the job must be able to:

**PC7.** communicate and behave appropriately with all genders and PwD

**PC8.** report any issues related to sexual harassment

### *Financial and Legal Literacy*

To be competent, the user/individual on the job must be able to:

**PC9.** use various financial products and services safely and securely

**PC10.** calculate income, expenses, savings etc.

**PC11.** approach the concerned authorities for any exploitation as per legal rights and laws

### *Essential Digital Skills*

To be competent, the user/individual on the job must be able to:

**PC12.** operate digital devices and use its features and applications securely and safely

**PC13.** use internet and social media platforms securely and safely

### *Entrepreneurship*

To be competent, the user/individual on the job must be able to:

**PC14.** identify and assess opportunities for potential business

**PC15.** identify sources for arranging money and associated financial and legal challenges

### *Customer Service*

To be competent, the user/individual on the job must be able to:

**PC16.** identify different types of customers

**PC17.** identify customer needs and address them appropriately

**PC18.** follow appropriate hygiene and grooming standards

### *Getting ready for apprenticeship & Jobs*

To be competent, the user/individual on the job must be able to:

**PC19.** create a basic biodata

**PC20.** search for suitable jobs and apply

**PC21.** identify and register apprenticeship opportunities as per requirement

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

**KU1.** need for employability skills

**KU2.** various constitutional and personal values

**KU3.** different environmentally sustainable practices and their importance

**KU4.** Twenty first (21st) century skills and their importance

**KU5.** how to use basic spoken English language

**KU6.** Do and dont of effective communication

**KU7.** inclusivity and its importance

**KU8.** different types of disabilities and appropriate communication and behaviour towards PwD

**KU9.** different types of financial products and services

## Qualification Pack

- KU10.** how to compute income and expenses
- KU11.** importance of maintaining safety and security in financial transactions
- KU12.** different legal rights and laws
- KU13.** how to operate digital devices and applications safely and securely
- KU14.** ways to identify business opportunities
- KU15.** types of customers and their needs
- KU16.** how to apply for a job and prepare for an interview
- KU17.** apprenticeship scheme and the process of registering on apprenticeship portal

## Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** communicate effectively using appropriate language
- GS2.** behave politely and appropriately with all
- GS3.** perform basic calculations
- GS4.** solve problems effectively
- GS5.** be careful and attentive at work
- GS6.** use time effectively
- GS7.** maintain hygiene and sanitisation to avoid infection

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Introduction to Employability Skills</i>	<b>1</b>	<b>1</b>	-	-
<b>PC1.</b> understand the significance of employability skills in meeting the job requirements	-	-	-	-
<i>Constitutional values – Citizenship</i>	<b>1</b>	<b>1</b>	-	-
<b>PC2.</b> identify constitutional values, civic rights, duties, personal values and ethics and environmentally sustainable practices	-	-	-	-
<i>Becoming a Professional in the 21st Century</i>	<b>1</b>	<b>3</b>	-	-
<b>PC3.</b> explain 21st Century Skills such as Self-Awareness, Behavior Skills, Positive attitude, self-motivation, problem-solving, creative thinking, time management, social and cultural awareness, emotional awareness, continuous learning mindset etc.	-	-	-	-
<i>Basic English Skills</i>	<b>2</b>	<b>3</b>	-	-
<b>PC4.</b> speak with others using some basic English phrases or sentences	-	-	-	-
<i>Communication Skills</i>	<b>1</b>	<b>1</b>	-	-
<b>PC5.</b> follow good manners while communicating with others	-	-	-	-
<b>PC6.</b> work with others in a team	-	-	-	-
<i>Diversity &amp; Inclusion</i>	<b>1</b>	<b>1</b>	-	-
<b>PC7.</b> communicate and behave appropriately with all genders and PwD	-	-	-	-
<b>PC8.</b> report any issues related to sexual harassment	-	-	-	-
<i>Financial and Legal Literacy</i>	<b>3</b>	<b>4</b>	-	-
<b>PC9.</b> use various financial products and services safely and securely	-	-	-	-

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC10.</b> calculate income, expenses, savings etc.	-	-	-	-
<b>PC11.</b> approach the concerned authorities for any exploitation as per legal rights and laws	-	-	-	-
<i>Essential Digital Skills</i>	<b>4</b>	<b>6</b>	-	-
<b>PC12.</b> operate digital devices and use its features and applications securely and safely	-	-	-	-
<b>PC13.</b> use internet and social media platforms securely and safely	-	-	-	-
<i>Entrepreneurship</i>	<b>3</b>	<b>5</b>	-	-
<b>PC14.</b> identify and assess opportunities for potential business	-	-	-	-
<b>PC15.</b> identify sources for arranging money and associated financial and legal challenges	-	-	-	-
<i>Customer Service</i>	<b>2</b>	<b>2</b>	-	-
<b>PC16.</b> identify different types of customers	-	-	-	-
<b>PC17.</b> identify customer needs and address them appropriately	-	-	-	-
<b>PC18.</b> follow appropriate hygiene and grooming standards	-	-	-	-
<i>Getting ready for apprenticeship &amp; Jobs</i>	<b>1</b>	<b>3</b>	-	-
<b>PC19.</b> create a basic biodata	-	-	-	-
<b>PC20.</b> search for suitable jobs and apply	-	-	-	-
<b>PC21.</b> identify and register apprenticeship opportunities as per requirement	-	-	-	-
<b>NOS Total</b>	<b>20</b>	<b>30</b>	-	-

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	DGT/VSQ/N0101
<b>NOS Name</b>	Employability Skills (30 Hours)
<b>Sector</b>	Cross Sectoral
<b>Sub-Sector</b>	Professional Skills
<b>Occupation</b>	Employability
<b>NSQF Level</b>	2
<b>Credits</b>	1
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	18/02/2025
<b>Next Review Date</b>	18/02/2028
<b>NSQC Clearance Date</b>	18/02/2025

## Assessment Guidelines and Assessment Weightage

### Assessment Guidelines

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down the proportion of marks for Theory and Skills Practical for each PC.
2. The assessment for the theory part will be based on the knowledge bank of questions created by the SSC.
3. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/optional set of NOS.
4. Individual assessment agencies will create unique question papers for the theory part for each candidate at each examination/training center (as per assessment criteria below).
5. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/ training center based on these criteria.
6. To pass the Qualification Pack assessment, every trainee should score a minimum of 50% of % aggregate marks to successfully clear the assessment.

## Qualification Pack

7. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack.

### Minimum Aggregate Passing % at QP Level : 50

**(Please note:** Every Trainee should score a minimum aggregate passing percentage as specified above, to successfully clear the Qualification Pack assessment.)

## Assessment Weightage

### Compulsory NOS

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
AGR/N4411.Prepare and maintain work area for sexing of chicks	15	20	-	15	50	15
AGR/N4412.Carry out the process of chicks sexing	15	25	-	10	50	40
AGR/N4413.Assess and grade the day old chicks	20	15	-	15	50	25
AGR/N4414.Maintain records related to sexing and grading of DOC	15	20	-	15	50	10
AGR/N4410.Maintain safety, hygiene and sanitation of hatchery	20	15	-	15	50	5
DGT/VSQ/N0101.Employability Skills (30 Hours)	20	30	-	-	50	5
<b>Total</b>	<b>105</b>	<b>125</b>	<b>-</b>	<b>70</b>	<b>300</b>	<b>100</b>



## Qualification Pack

### Acronyms

<b>NOS</b>	National Occupational Standard(s)
<b>NSQF</b>	National Skills Qualifications Framework
<b>QP</b>	Qualifications Pack
<b>TVET</b>	Technical and Vocational Education and Training
<b>DO</b>	Day-old

## Qualification Pack

### Glossary

<b>Sector</b>	Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
<b>Sub-sector</b>	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
<b>Occupation</b>	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
<b>Job role</b>	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.
<b>Occupational Standards (OS)</b>	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the Knowledge and Understanding (KU) they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
<b>Performance Criteria (PC)</b>	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.
<b>National Occupational Standards (NOS)</b>	NOS are occupational standards which apply uniquely in the Indian context.
<b>Qualifications Pack (QP)</b>	QP comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A QP is assigned a unique qualifications pack code.
<b>Unit Code</b>	Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N'
<b>Unit Title</b>	Unit title gives a clear overall statement about what the incumbent should be able to do.
<b>Description</b>	Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for.
<b>Scope</b>	Scope is a set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on quality of performance required.

## Qualification Pack

<b>Knowledge and Understanding (KU)</b>	Knowledge and Understanding (KU) are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard.
<b>Organisational Context</b>	Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.
<b>Technical Knowledge</b>	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
<b>Core Skills/ Generic Skills (GS)</b>	Core skills or Generic Skills (GS) are a group of skills that are the key to learning and working in today's world. These skills are typically needed in any work environment in today's world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles.
<b>Electives</b>	Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives.
<b>Options</b>	Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options.