

QUALIFICATION FILE – CONTACT DETAILS OF SUBMITTING BODY

Name and address of submitting body: Automotive Skills Development Council

Sat Paul Mittal Building,

1/6, Siri Institutional Area,

August Kranti Marg (Khel Gaon Marg)

New Delhi – 110049

Name and contact details of individual dealing with the submission

Name: Sunil K Chaturvedi

Position in the organisation: Chief Executive Officer

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List of documents submitted in support of the Qualifications File

- 1: Qualification Pack :- ASC/Q9705
- 2: Documents related to QP Development (Refer to folder “Common Files”)
 - (i) RFP for NOS Development
 - (ii) Selection of consultant to Develop NOS
 - (iii) Supporting Document from GE meetings
 - (iv) Skill GAP Study report
 - (v) Occupational Map
 - (vi) Career path ways
 - (vii) MOU with Industry
 - (viii) List of Companies participating in QP Development Process
 - (ix) List of Validating Companies

3. QUALIFICATION FILE SUMMARY

Qualification Title	: TAXI DRIVER (ASC/N9702) MOBILE DRIVER (ASC/Q9702)				
Body/bodies which will assess candidates :	: ASDC (AUTOMOTIVE SKILLS DEVELOPMENT COUNCIL)				
Body/bodies which will award the certificate:	: ASCC (AUTOMOTIVE SKILLS DEVELOPMENT COUNCIL)				
for the qualification:					
Body which will accredit providers to offer the qualification:	: ASDC (AUTOMOTIVE SKILLS DEVELOPMENT COUNCIL)				
Occupation(s) to which the qualification gives access:	: Light Driver (Vehicle and Road Transport)				
Proposed level of the qualification in the NSQF:-Level 4					
Anticipated volume of training/learning required to complete the qualification:	: 280 Hrs (These are only notional number of hours. The training must achieve competency outcomes as define by the QP/NQF)				
Entry requirements / recommendations	: Preferably Class X with				
Minimum Age	:				
Age					
LMV=18 Years					
HCV=minimum 20 years					
With valid licence from RTO.					
LMV=18 years					
Progression from the qualification	: Ambulance Driver, Dealership Driver				
HCV =min 20 any state					
Planned arrangements for RPL.	: Pilots have been planned exclusive of any training input.				
International Comparability	: Not at this stage				
Formal structure of the qualification					
Progression from the qualification					
Title of unit or other component (include any identification code used)	Vertical		Horizontal	Cross Sector	
ASC/N9703 Ensure road worthiness of vehicle	Taxi Driver, Ambulance Driver		Mandatory/Optional	Estimated size (learning hours)	Level
Planned arrangements for RPL.			Mandatory	220 Hrs (These are only notional input.)	4
ASC/N9706 Coordinate with control room and reach to the customer pickup point	Not at this stage		Mandatory	number of hours. and can vary	4
ASC/N9707 Drop the customer safely using the quickest route and collect the applicable fare			Mandatory	based on training delivery partners analysis of the candidate profile	4
Title of unit or other component (include any identification code used)			Mandatory/Optional	Estimated size in the batch (learning hours)	Level
ASC/N9703. Ensure road worthiness of vehicle	Mandatory			200 Hrs (These are only notional number of hours. and can vary)	4
ASC/N9704. Drive safely on the assigned route within ASC/N0012 Practice HSE and security related guidelines	Mandatory		Mandatory	3	
ASC/N0012 Practice HSE and security related guidelines	Mandatory			4	
Please attach any document giving further detail about the structure of the qualification			delivery partners analysis of the candidate profile (e.g a Curriculum or in the batch)	3	
Give details of the document here:					

Qualification is pack is attached.

Please attach any document giving further detail about the structure of the qualification – eg a Curriculum or Qualification Pack.

Give details of the document here:

Qualification pack is attached

SECTION 1

ASSESSMENT

Name of assessment body:

If there will be more than one assessment body for this qualification, give details.

ASDC will conduct assessment through ASDC-accredited assessment agency and ASDC-approved assessors.

- 1 Manipal – City & Guilds Pvt Ltd
- 2 Honda Motor India Pvt. Ltd.
- 3 TATA Motors
- 4 KAMT
- 5 Mettl-Assessment Science Expert
- 6 India Skills Pvt. Ltd.
- 7 Green Arrows Safety Management (P) Ltd.
- 8 The Indian Institute of Welding
- 9 Multi Skills Assessors Guild
- 10 Prima Competencies Pvt. Ltd.
- 11 TRENDSETTERS SKILL ASSESSORS PRIVATE LIMITED
- 12 VR Skill & HR Solutions
- 13 Ace Assessments Pvt. Ltd.
- 14 Cognix Knowledge Services (P) Ltd
- 15 Confederation of Indian Industry
- 16 Skills Mantra Edutech Consulting India Pvt. Ltd.

Will the assessment body be responsible for RPL assessment?

Give details of how RPL assessment for the qualification will be carried out and quality assured.

Yes. Standard assessment process will be followed for the given qualifications.

Describe the overall assessment strategy and specific arrangements which have been put in place to ensure that assessment is always valid, consistent and fair and show that these are in line with the requirements of the NSQF:

Assessment documents:

Quality Assurance - Assessment & Certification

ASDC Certificate is Auto industry's own certificate and the certificate is expected to carry an assurance of quality. Therefore, the certified candidate should be able to demonstrate all round skills as expected by industry standard ie ASDC NOS/QP.

In order to achieve this objective ASDC needed to have an approach that is process driven whereby the outcomes meet the quality objectives and also display consistency.

Certification is the outcome of Assessment Process. The Process in turn is derived from an overall strategy.

ASDC Assessment Strategy

ASDC Assessment Strategy has two components:

- 1 Broad Guidelines provided by NSDC QRC (*Qualifications Registration Committee*)
- 2 ASDC's own sector specific overarching strategy, covering all job roles.
 - Any specific assessment approach relating to a particular job role.

1 Broad Guidelines provided by NSDC QRC (Qualifications Registration Committee):

- a. Assessment to be conducted by SSC as per competency output defined in the NOS/QP and the assessment criteria provided in the NOS/QP
- b. Assessment to be carried out by a third party Assessment Body duly affiliated to the SSC.
- c. Practical and face to face Viva evaluations, where applicable, to be carried out only by the SSC approved assessor deployed by the Assessing Body deputed by SSC for the given assessment.
- d. Cut off marks for certification could be in the vicinity of 70% level but individual SSC to refine & modify this criteria to suit the sectorial needs.
- e. Assessing Body to declare results with due concurrence of the SSC.

2 ASDC's own sector specific strategy covering all job roles :

- 2.1 ASDC assessments will be comprehensive and cover all aspects of acquired knowledge, practical skills and also basic ability to communicate. Accordingly, evaluation process would include:
 - i. Theory/Knowledge test
 - ii. Practical demonstration test
 - iii. Face to Face Viva
- 2.2 Theory/Knowledge assessment will be carried out online through a link provided for each assessment that generates a random paper from a bank of questions available at the backend.
 - Exception to an online test in favour of Paper Test would be subject to non-availability of requisite broad band and/or hardware.
 - Online test would be conducted in the presence of an ASDC assessor till web enabled proctoring is deployed.
- 2.3 ASDC assessor would be conducting Practical and Viva as per the criteria provided in the NOS/QP.
- 2.4 ASDC assessor would be carrying out Practical assessment for job roles such as in sales by way of role playing method.
- 2.5 ASDC cut offs for accepting a candidate for certification:

Automotive industry has already attained a level of globalization and is on the way to becoming even more integrated into the global supply chains with a big focus by OEMs on sourcing from India. This translates to expectation of high quality skills. In fact, the global integration process would start putting demands on skill quality standards to be in line with transnational standards.
- 2.6 Also there is an ever increasing quality demands placed by domestic customers.
- 2.7 Further, the structuring of our industry is such that the different organizations spread across the OEM, Tier1, 2 manufacturing spectrum are expected to follow common quality standards. Similarly, OEMs and their Dealerships and Service Workshops also require to follow common quality standards. This implies that employees need to follow technical discipline, team work and quality processes.
- 2.8 ASDC aims to build a quality brand for its certification that clearly meets our industry's expectations.

2.9 The other important consideration is the Level notification by NSQF (National Skills Qualifications Framework) which provides a structure of skills ladder to be followed in the country. This ladder describes the entire skills space to be covered in 10 levels from Level 1 (for mostly menial jobs) and upto Level 10(for mostly strategy level jobs)

2.10 Keeping above points in mind ASDC evolved an acceptance criteria as follows:

- Broadly, overall cut offs to be :

Level 1	60%
Level 2	65%
Level 3	70%
Level 4-10	75%

- Specific Theory/Practical/Viva cut offs to be as per detailed matrix for each QP.

2.11 In line with international practice there is a provision for moderation of marks to account for borderline cases. This process also covers differential moderation possibility across Theory/ Practical/ Viva.

2.12 Moderation could also be necessitated owing to variation between assessors and strictness in marking. This moderation to be carried out by concerned Assessing Body in consultation with ASDC.

2.13 In addition to recording markings of the candidate evaluation, the Assessor will also be recording general observations for every batch as per ASDC format. This record will be useful in carrying out (2.11-2.12) above.

- Any specific assessment approach relating to a particular job role:
 - o ASDC could consider only online test for some job roles such as in Design Engineering /Quality

- ASDC assessment process would also provision a suitable re-evaluation mechanism which would offer a fair chance to the TP/candidates for Obtaining an accurate outcome.
- ASDC assessment process would also provision re assessment of a batch in case the TP has enough reason to opt for this on payment of the due assessment fee.

Assessment Process

- ASDC Training Partner will intimate ASDC for readiness of a batch for assessment preferably 15 days before the intended assessment.
- Within 3 working days ASDC will finalize an Assessing Partner for carrying out the assessment
- Assessing Partner will deploy one or more ASDC approved assessor For carrying out the assessment.
- Theory/Knowledge test of the approximate duration of 30-60 minutes will be conducted online for which the online link will be generated by the ASDC Technology Partner and shared with Assessment Partner.
- Online test will be conducted in the presence of ASDC assessor.(ASDC is encouraging development of technology enabled proctoring and when this is ready, the online test could be conducted without requiring human proctoring)
- Exception to an online test in favour of Paper Test would be subject to non-availability of requisite broad band and/or hardware device. Moreover, this could be allowed only after ascertain genuinity of request.
- ASDC assessor would be conducting Practical and Viva as per the criteria provided in the NOS/QP.
- ASDC Assessment Partner will ensure that the assessor to be deployed has complete understanding of the

ASDC Assessment Process and the QP/NOS relevant to the assessment.

- Assessor would be reaching the venue well in time and review and on the ground verify the batch information already provided by TP.
- Assessor will then proceed to conduct the assessment as per ASDC Format starting with the attendance.
- Assessor would be capturing Viva and Practical marks on a device that has ASDC assessment link. Technology systems deployed in ASDC assessment process have provision for instantly capturing assessor evaluations in only the standard NOS/QP aligned format.
- In addition to recording markings of the evaluation, the Assessor will also be recording general observations for every batch as per ASDC format as appended below. This record will be useful in carrying out result review process.

Result Processing

- ASDC Assessment Partner responsible for Technology Platform will convert the assessment data captured by Assessor on the device into result matrix and share the same with ASDC
- ASDC Assessment cell will view the results for compliance to process and / or need for moderation in consultation with the Assessing Partner to arrive at final result for the batch as per ASDC acceptance Criteria.
- Assessing Partner will publish finalized results on data base for viewing of the Training Partner
- ASDC would issue a certificate after due verifications of candidate authenticity by way of a unique identification number such as Aadhaar.
- Certificates will be shared preferably in digital form with Training Partners
- Training Partners would be authorized to distribute certificate to candidates after printing them on a standard sheet as per ASDC template.

Re-evaluation of batch result

- Results once published will be treated as final. However, as per ASDC Assessment Strategy, there is need for provisioning a re-evaluation of results if desired by a TP essentially to cover a case where the TPs internal assessments are at large variance with the results.
- Re-evaluation will be done batch wise.
- ASDC Assessment cell will carry out re-evaluation in two steps:
 - o Check for totalling error, if any
 - o Use statistical tools where required to establish a pattern and extent of borderline cases.
 - o Refer to the Assessor feed back form for the given batch
 - o Use a weightage reference table to establish priority of type of assessment eg Theory or Practical or Viva
 - o Where required, share the findings with Assessment Partner for review and concurrence.
 - o Establish a modified range of acceptance based on above
 - o In case of need for moderation based on assessor level variation, to consult the Assessing Partner/Assessor and facilitate moderated values.

- Re do the results based on above process
- Share the revised results with TP

Quality Assurance & Audit

While the Assessment Process based on a well-defined strategy as above, does have an in built quality assurance, ASDC also has a plan that augments assurance.

This entails a Quality Audit process as defined below :

There will be a 2 tier Audit of the assessment process:

Tier 1 Audit

- 1 ASDC Assessor will be required to submit a report for each assessment carried out. This report will be as per ASDC format as described in the Assessment Process. The format of the report aims to capture details of the Training Delivery process, soft & hard infrastructure, Training of Trainer, industry connect and overall approach to training delivery vis a vis expectations of ASDC QP/NOS.
- 2 Each Assessment Partner is required to carry out and submit Tier 1 audit reports as per a plan and frequency agreed with ASDC.
- 3 ASDC will continuously review the Tier 1 audit reports for any alarming observation or trend.
- 4 ASDC will develop and execute a suitable action plan to redress the situation as deemed necessary for a given case.

Tier 2 Audit

- 1 ASDC to carry out a Tier 2 level Audit as per a plan being developed.
 - a. Tier 2 audit will be carried out by a third party contracted by ASDC for the purpose.
 - b. Tier 2 audit will provide adequate coverage for variables such as Assessing Partner, Assessor, TP and geographical variations.
- 2 ASDC Assessment cell to review audit findings at least once every month or on sos basis.
- 3 Based on review findings as in 2 above, ASDC to decide on a suitable corrective action plan and execute the same.
- 4 ASDC to record directional needs for refinement of Assessment process specially for incorporation of Technology that could enhance reliability and speed of assessments.

Please attach any documents giving further information about assessment and/or RPL.

Give details of the document(s) here:

~~ASDC will carry out assessment giving through ASDC-nominated assessment agency and ASDC-approved assessors.~~

Give details of the document(s) here:

~~ASDC will conduct assessment through ASDC-accredited assessment agency and ASDC-approved assessors.~~

- 1 Honda Motor India Pvt. Ltd.
- 2 Manipal – City & Guilds Pvt Ltd
- 3 TATA Motors
- 4 KAMT
- 5 Mettl-Assessment Science Expert
- 6 India Skills Pvt. Ltd.
- 7 Mettl-Assessment Science Expert
- 8 Green Arrows Safety Management (P) Ltd.
- 9 India Skills Pvt. Ltd.
- 10 The Indian Institute of Welding
- 11 Green Arrows Safety Management (P) Ltd.
- 12 Multi Skills Assessors Guild

- 10 Phenomenal Institute of Welding
- 9 Multi Skills Assessors Gurgaon
- 11 MINDSETTERS SKILL ASSESSORS PRIVATE LIMITED
- 10 Prime Competencies Pvt. Ltd.
- 12 VR SKILLS & TRAINING ASSESSORS PRIVATE LIMITED
- 11 Ame Assessments Pvt. Ltd.
- 14 V8 Skill Knowledge Services (P) Ltd
- 15 AoE Assessments Pvt. Ltd. Industry
- 16 Skilled Mantra Edutech Consulting India Pvt. Ltd.
- 15 Confederation of Indian Industry
- 16 Skills Mantra Edutech Consulting India Pvt. Ltd.

ASSESSMENT EVIDENCE

Complete the following grid for each grouping of NOS, assessment unit or other component as listed in the entry on the structure of the qualification on page 1.

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CRITERIA FOR ASSESSMENT OF TRAINEES

Light Motor Vehicle Driver Level 3

CRITERIA FOR ASSESSMENT OF TRAINEES

ASC/Q9702

Taxi Driver Level-4

ASC/Q9705

Guidelines for Assessment

1. ASDC Assessments will be carried out as per overall assessment strategy and process given in Section 1.

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2. Accordingly, ASDC Assessment has three elements: 1. Theory/Knowledge 2. Viva and 3. Practical.

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3. Theory/Knowledge test will be conducted online (ref:- point no. 2.2 in section 1 above).

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4. Viva, Practical (test will carried out by ASDC approved assessor deployed through ASDC Affiliated

Assessment Partner. (Ref :- point no. 2.3 to 2.4 in section 1)
4. Viva, Practical (test will carried out by ASDC approved assessor deployed through ASDC Affiliated Assessment Partner. (Ref :- point no. 2.3 to 2.4 in section 1)

5. The Qualification cutoffs will be as per point 2.10 in Section 1 above.

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Title of NOS/Unit/Component:

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Assessable	Assessment criteria	Total	Marks Allocation		
			Total	Marks Allocation	Practical
Assessable Outcomes	Assessment criteria	Mark	Theory (Total randomised over all PCs)	Viva	Practical
ASC/N 9703	To be competent , the user/individual must be able				
Ensure road					

	<p>MCT for getting details for the pickup of all passenger on the display screen for next trip based on the current location tracked through in-built GPS</p> <p>PC3. intimating the control room post dropping of use the windows, wipers, demisters and climate and ventilation controls so that you can see clearly</p>		5	10
Escalation of problems	<p>To be competent, the user/individual on the job must be able to: gauges, warning lights and other aids when driving</p> <p>PC1. inform about the inability to reach to pickup point in case of any malfunctioning or breakdown, to immediately attend to the problem by:</p> <p>PC2. inform about incidents (accidents, breakdowns etc.) during the day if any and also carrying out a quick diagnostic check about minor reconnection between passengers/public officials repairs if possible</p>		10	20
ASC/N 9707 Drop the customer safely (Conformance to standard driving practices)	<p>To be competent, the user/individual on the job must be able to: problems by accurately reporting the exact nature of problem so that adequate help is made available</p> <p>PC1. confirm all checks have been carried out for road worthiness of the vehicle</p> <p>PC2. at all times while driving to practice good driving habits of gear change, acceleration and braking to ensure obtaining maximum fuel efficiency.</p> <p>PC3. Start the vehicle and make sure all driving gauges are functioning including MCT and in built navigation system if available.</p>		3	7
Conformance to traffic regulation	<p>PC4. conform to stage specific traffic regulations of moving</p> <p>PC5. change gear smoothly and at appropriate speed and observing traffic conditions overtake other road users legally, safely</p> <p>PC6. use and by using correct steering control and brakes correctly to observe the speed and bring the vehicle to a stop safely</p> <p>PC7. coordinate the operation of all controls to manoeuvre the vehicle safely and responsibly in all weather and road conditions in forward gear. In reverse gear with the help of assistant</p> <p>PC8. use routine windows, wipers, demisters and climate and ventilation controls so that you can see clearly and temporary traffic signals, signs and markings</p> <p>PC9. monitor and respond correctly to gauges, warning lights and other aids when driving</p> <p>PC10. in case of any malfunctioning or breakdown, to immediately attend to the problem by traffic -stopping the vehicle at a safe place -carrying out a quick diagnostic check -where needed -select a safe, legal and convenient repair if possible -asking for help in case of major vehicle problems by</p>		16	24
			20	45
			3	7

	<ul style="list-style-type: none"> ▪ accurately gripping the hand brakes and exacting control of problem so that adequate help is made available for oncoming cyclists, at pedestrian crossings and traffic lights. ▪ at all times while driving traffic before good driving habit of gear change, acceleration and braking to ensure obtaining maximum fuel efficiency. situations like traffic jam, accidents and strictly avoid any feud with fellow commuters and other PC 11. check the working of MCT and in-built GPS system 			2	3
General conduct Biking and driving passenger and fare collection	<p>PC1. Give preference and right of road usage to children, elderly and differently abled.</p> <p>To be competent, the user/individual on the job must be able to:</p> <p>PC2. Comply with any related rules, regulations and practices for handling general public issues as well as show consideration towards stray animals.</p> <p>PC3. Be extra careful when negotiating traffic, boot of the vehicle, slopes and when required to park in limited space.</p> <p>PC 14. offer help for boarding to elderly or differently abled customers.</p> <p>PC4. Take care of owners belongings in the vehicle and maintain the vehicle in neat and clean condition.</p> <p>PC 15. start the engine, wear seat belt, ensure that front row passenger also wears the belt. Ensure that all doors are locked. Point out to customer any newspapers, the magazine, entertainment media available on vehicle.</p> <p>PC 16. check with the passenger about his destination To be competent, the user/individual on the job and start the taxi fare meter and show the starting must be able to:</p> <p>reading to the customer</p> <p>PC 17. select the destination route of the passenger considering the traffic condition and distance while driving</p> <p>PC1. spot and report potential safety issues</p> <p>PC2. start and adjust air conditioning and ventilation as per customer requirement.</p> <p>PC19 tune in to radio station channels as per customer choice</p> <p>PC3. follow company policy and rules to avoid safety, health and environmental problems</p> <p>PC 20. drive through the selected route without violating any traffic norms</p> <p>To be competent, the user/individual on the job</p> <p>PC 21. If unsure about the route stop and ask for directions from locals</p> <p>PC22 ensure cleanliness of vehicle and avoid using high beam lights in city</p> <p>PC 23 hygiene issues pay toll charges for payment and collect from customer along with fare related to hazardous</p> <p>PC 24 not use mobile phone while driving</p> <p>PC 25 not indulge in unnecessary talk with customer and specially avoid topics involving politics or communal issues</p> <p>To be competent, the user/individual on the job</p> <p>PC 26 point out any landmark on the route to an out station customer</p>		10	0	
ASC/N 0012 Practice HSE & security related guidelines (Communicating potential accident points)	<p>To be competent, the user/individual on the job and start the taxi fare meter and show the starting must be able to:</p> <p>reading to the customer</p> <p>PC 17. select the destination route of the passenger considering the traffic condition and distance while driving</p> <p>PC1. spot and report potential safety issues</p> <p>PC2. start and adjust air conditioning and ventilation as per customer requirement.</p> <p>PC19 tune in to radio station channels as per customer choice</p> <p>PC3. follow company policy and rules to avoid safety, health and environmental problems</p> <p>PC 20. drive through the selected route without violating any traffic norms</p> <p>To be competent, the user/individual on the job</p> <p>PC 21. If unsure about the route stop and ask for directions from locals</p> <p>PC22 ensure cleanliness of vehicle and avoid using high beam lights in city</p> <p>PC 23 hygiene issues pay toll charges for payment and collect from customer along with fare related to hazardous</p> <p>PC 24 not use mobile phone while driving</p> <p>PC 25 not indulge in unnecessary talk with customer and specially avoid topics involving politics or communal issues</p> <p>To be competent, the user/individual on the job</p> <p>PC 26 point out any landmark on the route to an out station customer</p>		5	15	
Cleanliness and hygiene	<p>PC 22 ensure cleanliness of vehicle and avoid using high beam lights in city</p> <p>PC 23 hygiene issues pay toll charges for payment and collect from customer along with fare related to hazardous</p> <p>PC 24 not use mobile phone while driving</p> <p>PC 25 not indulge in unnecessary talk with customer and specially avoid topics involving politics or communal issues</p>		22	33	
Limit damage to people/client	<p>To be competent, the user/individual on the job</p> <p>PC 26 point out any landmark on the route to an out station customer</p>		3	5	

and public	<p>PC27 stop the vehicle and the effective action and help customer during boarding of vehicle taking necessary care in case of elderly and differently abled others</p> <p>PC28. follow the fare based on the reading that is displayed on the meter or based on fare prior settled with customer. Fare may be collected in cash or by swiping card/debit/cheque with the device to report balance information. Customer strictly has to fare calculations, allow them to take appropriate</p> <p>PC29. not demand any tips but accept thankfully if the customer offers</p> <p>PC11. record and report details of the danger in PC 30 unload the luggage from the boot of vehicle line with operator guidelines and hand it over to the passenger</p> <p>PC12. report any difficulties you have keeping to PC 31 wish the customer appropriately before your organization's health and safety parting</p>		14	4	5
				5	5
Conformance to traffic regulation	<p>To be competent, the user/individual on the job must accurate details be able to:</p> <p>PC13. Check the exhaust as per the recommended guideline and ensure the vehicle is meeting the emission norms. In case of change then safe at appropriate speed</p> <p>PC 32. Observe conformance to state specific traffic regulations such as</p> <p>PC14. Get and observing traffic conditions, cleaning, changed spare parts etc. disposed off as per environmental norms.</p> <ul style="list-style-type: none"> ■ at all times observe the speed and distance in relation to vehicles ahead, behind and on the sides and maintain a safe distance from other vehicles. 		3	7	
		TOTAL	40	85	115
	<p>Means of assessment 1: Theory/Knowledge test to be carried out online for which question paper is generated by the computer from the question bank repository. Only in an exceptional case where connectivity and hardware availability is a challenge, the same would be carried out in pen and paper mode after due approval (Please refer section 1)</p> <ul style="list-style-type: none"> ■ signal your intentions correctly to other road users within a safe, systematic manner <p>Means of assessment 2:- Viva / face to face interview and practical test to be carried out by ASDC assessor as per the QP Assessment Criteria. (Please refer section 1)</p> <p>cut off criteria for certification (Marks obtained in %)</p> <p>70</p> <p>*based on weighted %</p>				
	<ul style="list-style-type: none"> ■ respond appropriately to all permanent and temporary traffic signals, signs and markings as well as hand signals of traffic policeman. <p>cut off criteria for certification (Marks obtained in %)</p> <ul style="list-style-type: none"> ■ use indicators and arm signals to signal intentions as per the traffic requirements <ul style="list-style-type: none"> ■ Use the parking light when stationary, where needed ■ select a safe, legal and convenient place to stop; secure the vehicle safely on gradients using hand brakes and wheel choke ■ check for oncoming cyclists, pedestrians and other traffic before opening your door ■ remain calm and composed during difficult situations like traffic jam, accidents and strictly avoid any feud with fellow commuters and other public. 				

SECTION 2	To be competent, the user/individual on the job must be able to: PC 33 Give preference and right of road usage to children, elderly and differently abled. Comply with any related rules, regulations and practices for road traffic.		2	3
EVIDENCE OF NEED	What evidence is there that the qualification is needed? This job role was identified during industry engagement for development of Occupational Map. The total number of industry validations for this QP are Large =10 Medium=10 Small=11			
ASC/N 0002 Work effectively in a team	To be competent, the user/individual on the job must be able to: What is the estimated uptake of this qualification and what is the basis of this estimate? (C. Compulsory) Skill GAP analysis carried out by the research agency provided a broad estimate of demand. The report can be referred in the Common File. ADC colleagues initiated a labour market information database that would segregate demands accurately- job role wise as well as based on geographical spread. Key enabler segments for the core segments of the Automotive Industry include Auto Insurance, Financiers, Mechanics, and Auto Dealers etc. PC1. maintain clear communication with colleagues PC2. work with colleagues PC3. plan Conformity ADC colleagues initiated a labour market information database that would segregate demands accurately- job role wise as well as based on geographical spread. PC4. work in ways that show respect for colleagues PC5. carry out commitments made to colleagues PC6. let colleagues know in good time if cannot Based on the current growth profile in the Indian auto industry, it is expected that an additional 2~2.5 million employment opportunities per annum will be created in the Indian auto industry over the next decade. The details below provide the manpower requirement at various levels: PC7. identify problems in working with colleagues and take the initiative to solve these • Skill Level 1 – 4 , people Demand for such manpower is expected to be around 15 – 18 lakh per annum. • Skill Level 5 -6 people working as supervisors on the shop floor. Demand for such manpower if expected to be around 4 lakh per annum. • Skill Level 5- 7 people including engineers (B.E., M. Tech., MS), working in managerial grade, ability demand for such manpower is expected to be around 1 lakh per annum. PC8. follow the organisation's policies and procedures for working with colleagues PC9. ability to share resources with other members as per priority of tasks Skill Level 6-10 people are executives, including engineers and doctors, and demand for such manpower is expected to be around 0.5 lakh per annum.		4	6
ASC/N 0012 Practice HSE & security related guidelines (Communicatin g potential accident points)	To be competent, the user/individual on the job must be able to: What steps were taken to ensure that the qualification(s) does/do not duplicate already existing or planned qualifications in the NSQF? PC1. spot and report potential safety issues while driving PC2. follow rules and regulations laid down by Qualifications Registration Committee's diligence process ensures no duplication. PC3. follow company policy and rules to avoid safety, health and environmental problems		2	5
Cleanliness and hygiene	To be competent, the user/individual on the job must be able to: ASDC actively seek feedback from all stakeholders. The feedback is to be collated, rationalize for updating qp by the designated review schedule. PC4. ensure cleanliness of vehicle Review date 30/07/15 PC5. escalate issues related to cleanliness and hygiene issues to concern department PC6. escalate issues related to hazardous material (if not reported in case of goods transport) to concerned authority – internal and external		3	5
SECTION 3	SUMMARY EVIDENCE OF LEVEL			
Limit damage to people/client and public	Summary of Direct Evidence (from learning outcomes): Covers drivers with learners or new licence , hired for limited duties /or part of a pool. To be competent, the user/individual on the job must be able to: Justify the NSQF level allocated to the QP by building upon the five descriptors of NSQF. Explain the reasons for allocating the level to the QP. PC7. take immediate and effective action to limit			

	Generic NOS is/are linked to the overall authority attached to the job role	the danger or damage, without increasing the danger or threat to yourself or others				
		PC8. follow instructions or guidelines for limiting danger or damage	Light Motor Vehicle Driver	ASC/Q9702		
Process required	Professional Knowledge	Professional Skills	Core Skills	Responsibility	Level	
Routine and predictable range of activity limited to driving commercial vehicles to safely transport passenger/goods on assigned routes within limited geographies compliance to duty reporting intimating the Depot/Branch	The user/individual on the job needs to basic information to facts like company's policies and requirements to deal effectively with the danger. PC10 give clear information to other party to allow them to take appropriate action. PC11 read and report details of the danger/risk and worthiness with operator guidelines requirement. PC12 report any difficulties you have keeping to your organization's health and basic compliance to technical requirements accurately details and standards. PC13. Check the exhaustiveness per the recommended guideline and ensure the vehicle is meeting the safety and hazards, emission norms. In case not get the vehicle re-tuned/ adjusted. PC14. Get the waste from routine cleaning, awareness of traffic and environmental norms, spare parts etc disposed off CMVR guidelines.	Recall and demonstrate instructions to practical skills in the job when not to use the vehicle due to technical and/or compliance related issues; instructions or guidelines, giving full and accurate details Assess the road	The user/ individual on the job needs to understand how to read and interpret technical standards of vehicle operation in terms of fuel system and other control systems in vehicle, with minimum	The individual on the job is responsible for driving safely on the assigned route with or without company of a senior driver and will be in employment /or hired for a duration.	3	24
Office on completion of given schedule	Safe driving techniques such as avoid over speeding and follow computer from the question bank repository. Only in an exceptional case where connectivity and hardware availability is a challenge, the same would be carried out in pen and paper mode after due approval (Please refer section 1)	People/ Stress Management;	Total 515	30	182	303
Means of assessment 1: Theory/Knowledge test to be carried out online for which question paper is generated by the computer from the question bank repository. Only in an exceptional case where connectivity and hardware availability is a challenge, the same would be carried out in pen and paper mode after due approval (Please refer section 1)	Some decision making in emergency	technical issues pertaining to vehicle in writing.				
Means of assessment 2: Viva / face to face interview and practical test QP Assessment Criteria. (Please refer section 1) of technical problems	situations troubleshooting techniques in the event of technical problems	plan and drive	to be carried out by ASDC assessor as per the knowledge/ experience			
cut off criteria for certification (Marks obtained in %): like changing wheels using jack	75	based on traffic and road condition using radio links/navigation aids where available	from working on different routes			
	*based on weighted %					
Level 3	Level 3	Level 3	Level 3	Level 3	Level 3	Level 3

Please attach any documents giving further information about any of the topics above.
Give details of the document(s) here:

SECTION 4

EVIDENCE OF RECOGNITION OR PROGRESSION

What steps have been taken in the design of this or other qualifications to ensure that there is a clear path to other qualifications in this sector?

Taxi Driver ASC/ Q 9705					
Process required	Professional Knowledge	Professional Skills	Core Skills	Responsibility	Level
The individual must be able to work in familiar, predictable, routine situations of clear choice ensuring compliance to duty reporting, intimating the Depot/Branch Office on completion of given schedule	<p>The individual on the job needs to know and understand company's Regulations & Norms by regulatory bodies & organization;</p> <p>dealing with break downs and emergencies for the vehicles being used;</p> <p>route planning information system if any</p> <p>route knowledge within each city</p> <p>MCT system components and its functioning</p> <p>knowledge of vehicle tracking technologies like GPS</p>	<p>The individual on the job needs to recall and demonstrate practical skill in routine and repetitive narrow range viz. driving safely and dropping the passengers by taking the quickest route; collecting the requisite fare and complete transaction on system.</p> <p>Decision making in emergency situations</p>	<p>The individual on the job needs to know and understand how to fill in complaints pertaining to the vehicle which needs depot officers attention;</p> <p>keep abreast by reading about new policies at an organization level;</p> <p>read and understand technical standards of vehicle operation in terms of various control systems in vehicle;</p> <p>document technical issues pertaining to vehicle</p> <p>Learning about new vehicles & its systems</p>	<p>The individual is responsible for own work to drive safely on the assigned route for the allocated trips, maintain the vehicle and its documentation .</p> <p>Responsible to communicate with people in the course of the duty of transporting people.</p> <p>Responsible for commercial transactions directly or through system.</p>	4
Level 4	Level 4	Level 4	Level 4	Level 4	Level 4

SECTION 4

EVIDENCE OF RECOGNITION OR PROGRESSION

What steps have been taken in the design of this or other qualifications to ensure that there is a clear path to other qualifications in this sector?

Occupational and career maps indicating horizontal and vertical mobility have been created and are being

used.

Please attach any documents giving further information about any of the topics above.

Give details of the document(s) here:

List of Annexure(s)

Annexure A = Cutoffs

Annexure B= Accredited Assessment Agencies Guidelines