**NSDA Reference**

*To be added by NSDA*

**CONTACT DETAILS OF THE BODY SUBMITTING THE QUALIFICATION FILE**

**Name and address of submitting body:**

West Bengal State Council of Technical & Vocational Education and Skill Development

Karigari Bhavan(5th Floor), Plot-B/7, Action Area-III

New Town, Kolkata-700160

**Name and contact details of individual dealing with the submission**

**Name: SUPARNA KUMAR ROYCHOWDHURY**

**Position in the organisation: Chairman, Board of Studies and Skilling**

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**List of documents submitted in support of the Qualifications File**

1. Curriculum and Course Content
2. Assessment strategy

**SUMMARY**

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| --- | --- | --- | --- | --- |
| **Qualification Title** | **Prani Sebee** | | | |
| **Qualification Code** |  | | | |
| **Nature and purpose of the qualification** | Short term Certificate Course  To become self-employed i.e. entrepreneurs or wage employed | | | |
| **Body/bodies which will award the qualification** | West Bengal State Council of Technical & Vocational Education and Skill Development | | | |
| **Body which will accredit providers to offer courses leading to the qualification** | Committee on Recognition under the West Bengal State Council of Technical & Vocational Education and Skill Development | | | |
| **Body/bodies which will carry out assessment of learners** | Board of Examination under the West Bengal State Council of Technical & Vocational Education and Skill Development | | | |
| **Occupation(s) to which the qualification gives access** | **Prani Sebee** | | | |
| **Licensing requirements** | NA | | | |
| **Level of the qualification in the NSQF** | Level 3 | | | |
| **Anticipated volume of training/learning required to complete the qualification** | 650 hours | | | |
| **Entry requirements and/or recommendations** | Class X pass | | | |
| **Progression from the qualification** | Jr. Prani Sebee ----. Prani Sebee ----Sr. Prani Sebee | | | |
| **Planned arrangements for the Recognition of Prior learning (RPL)** | RPL will consist of four stages   1. Counselling- To inform, advise and guide the candidates regarding RPL 2. Pre-Assessment- To assess the current competencies of the candidates and identifying the gap between the full qualification and current competencies. 3. Orientation &Bridge Training- To train the candidates for bridging the gap. 4. Final assessment & Certification- To assess the candidate for full qualification and certify. | | | |
| **International comparability where known** | N/A | | | |
| **Date of planned review of the qualification.** | Every 3 years(Next Feb 2021) | | | |
| **Formal structure of the qualification**  After completion of course the passed out trainee can work as Junior Prani Sebee and after two years of field experience the passed out trainee can work as Prani Sebee and after that with appropriate experience, the person can work as a Senior Prani Sebee. | | | | |
| Title of component and identification code. | | Mandatory/ Optional | Estimated size (learning hours) | Level |
| Apply safe working Practices | | Mandatory | 25 | 3 |
| Controlling / restraining of animals | | Mandatory | 50 | 3 |
| Implementing regular preventive animal health care program | | Mandatory | 100 | 3 |
| Veterinary first aid | | Mandatory | 100 | 3 |
| Assisting government agencies in animal disease control | | Mandatory | 50 | 3 |
| Assisting in veterinary extension services | | Mandatory | 100 | 3 |
| Assisting in animal welfare, breed conservation and disaster management | | Mandatory | 50 | 3 |
| Implementation of animal breeding services in small farm animals (if required) | | Mandatory | 100 | 3 |
| Understand and practice soft skills | | Mandatory | 25 | 3 |
| Demonstrate knowledge of concept and principles of basic arithmetic and financial calculation, and apply knowledge of specific area to perform practical operations. | | Mandatory | 25 | 3 |
| Explain time management, entrepreneurship and manage/organize related task in day to day work for personal & social growth. | | Mandatory | 25 | 3 |
| Total | | | **650** |  |

1. Curriculum Document is attached in Annexure-1.
2. Assessment Strategy Component wise distribution of marks is given in the Annexure No. 2

**SECTION 1**

**ASSESSMENT**

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| **Body/Bodies which will carry out assessment:**  Board of Examination under West Bengal State Council of Technical & Vocational Education & Skill Development, constituted under the ACT XXVI of 2013 under Department of Technical Education, Training & Skill Development, Govt. of West Bengal  **How will RPL assessment be managed and who will carry it out?**  RPL will consist of four stages   1. Counselling- To inform, advise and guide the candidates regarding RPL 2. Pre-Assessment- To assess the current competencies of the candidates and identifying the gap between the full qualification and current competencies. 3. Orientation &Bridge Training- To train the candidates for bridging the gap. 4. Final assessment & Certification- To assess the candidate for full qualification and certify.   RPL assessment will be managed by PBSSD (Paschim Banga Society for Skill Development) under Department of Technical Education, Training & Skill Development, Govt. of West Bengal.  **Describe the overall assessment strategy and specific arrangements which have been put in place to ensure that assessment is always valid, reliable and fair and show that these are in line with the requirements of the NSQF.**  Assessment will be carried out by Board of Examination under West Bengal State Council of Technical & Vocational Education & Skill Development, under Department of Technical Education, Training & Skill Development, Govt. of West Bengal.  The Council has all necessary infrastructure and pool of qualified Assessors/ Examiners to carry out such assessments. Presently the Council is conducting all examinations for all courses which includeDiploma Courses, Vocational Courses in VIII+ level and X+2 level &other Short term Courses. Council also conducts all State Level Entrance tests like JEXPO for admission to Diploma Courses in Polytechnics, VOCLET for lateral entry to Diploma Courses in Polytechnics and CET (Common Entrance Test ) for admission to NCVT courses in ITIs. |

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**ASSESSMENT EVIDENCE**

**Complete a grid for each component as listed in “Formal structure of the qualification” in the Summary.**

*NOTE: this grid can be replaced by any part of the qualification documentation which shows the same information – ie Learning Outcomes to be assessed, assessment criteria and the means of assessment.*

**Title of Component:**

|  |  |
| --- | --- |
| **Outcomes to be assessed** | **Assessment criteria for the outcome** |
| 1. Apply safe working Practices | * Assessor will note whether the trainee is maintaining procedures to achieve a safe working environment in line with occupational health and safety regulations and requirements according to site policy. * Assessor will note whether the trainee can identify and demonstrate the application of safety devices * Assessor will assess the report/recordsubmitted by trainee to supervisor/ Competent of authority in the event of accident or sickness of any staff, including accident details according to site accident/injuryprocedures * Trainee will be asked to demonstrate Personal Productive Equipment (PPE) and use the same as per related working environment. * Trainee will be asked to demonstrate basic first aid and use them under different circumstances. * Trainee will be asked to identify different fire extinguishers and to use the same as per requirement in a mock drill |
| 1. Controlling / restraining of animals | * Prepare and make the animal to cooperate during handling. * Determine flight zone and point of balance of the animal and approach, hold animal securely and safely. * Achieve minimum stress and injury to the animal. * Ensure zero accident. * Protect oneself from any physical injury arising out of animal handling * Assess the risk of diseases which can be transmitted from animal to human |
| 1. Implementing regular preventive animal health care program | * Use point of care / field data collection tools (including electronic / mobile based data collection) as per given specifications. * Ensure species / population or sample / geographical / specific area coverage for data collection as per given instruction. * Regularly collect and submit health, production and breeding data related to attended individual / herd of animals to appropriate authority on time as per given format / criteria. * Undertake appropriate action which is just for a farmer / client as far as preventing occurrence of preventable known disease(s) in his / her animal / farm is /are concerned. * Take only such actions / use product / follow procedure which is prescribed in the guideline for the scheduled diseases (s). * Create future demand for preventive services by appropriately communicating the risk. * Schedule vaccination program at appropriate time ensuring technical requirement related to environment and convenience of farmer / client. * Identify sick animals or animals not fit for vaccination. * Conduct self- evaluation of procedure of procurement / infrastructure for storage etc. and use of vaccines from appropriate source only. * Rotate vaccine stock in hand so that oldest vaccines are used first, ensuring that no vaccine is used after expiration date. * Use only permissible products, following appropriate dose and procedure of use / application. * Timely report vaccine failure to appropriate authority as per format. * Support laboratory for sample test etc. as per directive for monitoring of success of vaccination program. * Ensure herd coverage and continuity of vaccination program |
| 1. Veterinary first aid | * Diagnose emergency situation and use common suggested medications / follow precautions as per manual. * Describe common symptoms of diseases in animals and report accordingly. * Identify common infectious / scheduled animal diseases and ensure timely reporting of the same. * Identify from symptoms the cause of the accident. * Assess the severity of the accident and suggest for consultation with veterinarian. * Provide basic / immediate care as specified for each type of accidents. * To be able to stop bleeding, clean and protect the wound. * To be able to ensure aseptic handling and protection of the prolapsed organ(s) before the arrival of veterinarian. |
| 1. Assisting government agencies in animal disease control | * Relate to multiple factors that can predispose or cause spread of diseases * Ensure local resources (e.g. support materials, skills and abilities of local people) to strengthen government effort at reaching out to farmers for events like vaccination camps etc * Update government records on livestock markets / farms. * Guide implementation of approved government guideline related to market operation, cleaning etc. * Apply judgment regarding nature of trade / frequency of movement / animal holding areas, volume etc. * Understand common activities from farm to fork, relationships between various types of people, movement of goods in livestock / poultry related business * Identify risky practices and report to veterinarians / superior officers. * Follow directive and guideline. * Ensure scientific disposal of culled carcasses as per guideline. * Ensure use of appropriate disinfectant and adoption to prescribed procedure of application. * Ensure coverage of areas / farms as per suggestion of government authority. |
| 1. Assisting in veterinary extension services | * Understand and explain the applicability and benefit associated with common approved technology(s)/ best practice(s) in the context of local situations, opportunities and constraints. * Organize extension events based on farmer convenience and seasonal suitability. * Understand and explain quality parameters regarding various farm inputs. * keep record that can help make farmer meeting and farm school activities ‘targeted’ and ‘need based’ * Use modern communication devices, audio-visual aids to explain farmers / clients. |
| 1. Assisting in animal welfare, breed conservation and disaster management | * Explain the cruelty for effective reporting. * Explain stakeholders on common prevention and protection strategies related to common conflict situation. * Scout and engage with interested breeding farms / goshala’s (Protective shelters for cows in India) for conservation of purebred animals. * Help in stocking (as a preparedness) and mobilization of feed / fodder at the time of disasters. * Work with community and disaster management authorities to provide safe passage to animals / livestock. * Provide care / shelter to animal in distress * Undertake appropriate measures for carcass disposal. * Undertake culling and other measures suggested in case of disease related emergencies. |
| 1. Implementation of animal breeding services in small farm animals | * Help farmers / clients with information on sources of good breeding animals. * Assist farmers / clients in selecting animal with proper breed and other characteristics for breeding purpose. * Detect heat in animals such as goat and pigs. * Use semen of appropriate quality and blood level. * Follow protocols pertaining to farm bio-security, safety, hygiene and animal welfare. * Follow the prescribed procedures in handling semen straw and in conducting insemination. * Conduct artificial insemination in time. * guide farmers / clients on common infertility issues and their handling * Guide farmers on appropriate feeding of breeding animals’ e.g. mineral supplementation etc. * Guide farmers on maintaining optimum number of animals based on breeding plan and suggested performance goal. * Guide / assist farmer in handling common difficulties related to animal birth. * Use field data collection tools (including electronic reader / mobile based data collection) as per given specifications. * Provide organization with standard required information needed to monitor breeding services. |
| 1. Understand and practice soft skills | * Assessor will rate the trainee on his ability to practice soft skills, including clear and concise communication, in day to day work with team and with higher authority |
| 1. Demonstrate knowledge of concept and principles of basic arithmetic and financial calculation, and apply knowledge of specific area to perform practical operations. | * Apply basic arithmetic calculations for arriving dimensional parameters as per drawing. * Apply basic financial calculation to understand cost of materials & labour and basic concepts of profit/loss, * Engage in basic banking transactions as customer |
| 1. Explain time management, entrepreneurship and manage/organize related task in day to day work for personal & social growth. | * Ascertain appropriate time for the assigned task. * Execute the assigned task within time frame. * Manage own work within specified time. * Explain importance & factors affect the development of entrepreneurship. * Identify service providers for developing entrepreneur/business establishment. |
| **Means of assessment 1**  There will be two types of Assessments viz. Formative and Summative. The Formative Assessment will be carried out continuously during the conduct of course and Summative Assessment will be carried out at the end of the course. Details are mentioned under means of Assessment-2. Written test, Practical examination/ Skill test & Viva voce | |
| **Means of assessment 2**   1. **Means of Formative Assessment (Total marks allotted- 350)** 2. Assignments for each module of Theory component 3. Assignments for each module of Employability Skills component 4. Continuous evaluation of each module of Practical 5. **Means of Summative Assessment(Total marks allotted- 650)** 6. Written test for Theory component 7. Written test for Employability Skills component 8. Practical Test & Viva voce forPractical Component.   Component wise distribution of marks is given in the Annexure 2 | |
| **Pass/Fail**   |  | | --- | | **Pass/Fail**  Passing criteria is based on marks obtained in Formative and Summative Assessment taken together as mentioned in Annexure No-1   1. Minimum Marks to pass Theory component– 60% 2. Minimum Marks to pass Employability Skills component– 60% 3. Minimum Marks to pass practical component– 70% 4. Minimum attendance required to appear in the final examination- 75% | | |

**SECTION 2**

**EVIDENCE OF LEVEL**

**OPTION A**

| **Title/Name of qualification/component: Level:** 3 | | | |
| --- | --- | --- | --- |
| **NSQF Domain** | **Outcomes of the Qualification/Component** | **How the outcomes relates to the NSQF level descriptors** | **NSQF Level** |
| Process | * Controlling / restraining of animals * Assisting government agencies in animal disease control * Assisting in veterinary extension services * Assisting in animal welfare, breed conservation and disaster management * Implementation of animal breeding services in small farm animals | Individual at this job role carry out jobs which requires limited range of activities, routine and predictable like controlling/ restraining of animals, assisting government agencies in animal disease control, animal welfare, breed conservation and veterinary extension services. | Level 3 |
| Professional knowledge | * Controlling / restraining of animals * Implementing regular preventive animal health care program * Veterinary first aid * Assisting in veterinary extension services * Implementation of animal breeding services in small farm animals | The individual need to know the basics off animal behavior, possible stimulus and negative responses, the knowledge of flight zone, and point balance. They should also investigate and analyze stimuli and animal behavior. They must have knowledge of vaccine administration and other healthcare operations. | Level 3 |
| Professional skill | * Controlling / restraining of animals * Veterinary first aid * Implementation of animal breeding services in small farm animals | The individual needs to recall and demonstrate practical skills in activities like use of veterinary first aid and implementation of animal breeding services in small farm animals. They have to use tools and equipment to restrain animals. They have to perform routine and repetitive tasks like implementing regular preventive animal healthcare program. | Level 3 |
| Core skill | * Controlling / restraining of animals * Assisting in veterinary extension services * Assisting in animal welfare, breed conservation and disaster management | In order to correctly perform the tasks related to application of general principles of animal handling and safety guidelines, use of tools and equipment to restrain animals, to understand the safety issues in the work environment, and to communicate with farmers etc. individual requires communication skills with required clarity, and basic understanding of social, political and natural environment. They requires basic writing skill for animal data recording. | Level 3 |
| Responsibility | * Controlling / restraining of animals * Implementing regular preventive animal health care program * Veterinary first aid * Assisting government agencies in animal disease control * Assisting in veterinary extension services * Assisting in animal welfare, breed conservation and disaster management * Implementation of animal breeding services in small farm animals | The individual have responsibility of implementation of animal breeding services in small farm animals, development program implementation and marketing in livestock sector. They have some responsibility within defined limit, they neither have full responsibility of own work like in level 4 nor no responsibility like level 2. | Level 3 |

**SECTION 3**

**EVIDENCE OF NEED**

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| **What evidence is there that the qualification is needed?**  Government of West Bengal offers 42 courses in VIII+ category and trains approximately 1.5 lakhs beneficiaries per year through its 2400 approved VTCs since last 10 years. Assessment and Certification is done by the West Bengal State Council of Technical & Vocational Education and Skill Development for these courses. Prani Sebee is one of these 42 courses which are successfully conducted by Government of West Bengal. |
| **What is the estimated uptake of this qualification and what is the basis of this estimate?**  There has been significant opportunities for the particular course as the course is operational for more than 10 years |
| **What steps were taken to ensure that the qualification does not duplicate already existing or planned qualifications in the NSQF?**  This qualification is being conducted under the West Bengal State Council of Technical & Vocational Education & Skill Development under Department of Technical Education, Training and Skill Development since the academic year 2005 in Vocational Training Centres spread all over West Bengal for class- VIII+ pass dropout youths. In the state of West Bengal the Council is affiliating and awarding body for this qualification. Thus there is no other existing or planned qualification (Short term courses) in the state aligned with NSQF. |
| **What arrangements are in place to monitor and review the qualification(s)? What data will be used and at what point will the qualification(s) be revised or updated?**  The council has three well defined sub-committees namely Board of Studies and Skilling, Board of Examination and Recognition Committee. These committees monitor and review the progress of all qualifications under its purview on a regular basis.  This qualification will be reviewed and revised at an interval of three years on the basis of the outcome of the trainees, placement and self-employment data and feedback from concerned industries/employers. |

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

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

**SECTION 4**

**EVIDENCE OF PROGRESSION**

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| **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?**  In case of employment under an employer, he can progress to various level-wise designations, based on either experience or on obtaining subsequent qualifications. This is as shown below.  Jr. Prani Sebee  Prani Sebee  Sr. Prani Sebee |