**QUALIFICATION FILE - Cargo Vehicle Driver (Non-hazardous goods)**

**☒ Short Term Training (STT) ☐ Long Term Training (LTT) ☐ Apprenticeship**

**☐ Upskilling ☐ Dual/Flexi Qualification ☐ For ToT ☐ For ToA**

**General  Multi-skill (MS)  Cross Sectoral (CS)  Future Skills**

**NCrF/NSQF Level: 4**

**Submitted By:**

**Logistics Sector Skill Council**

No. 480 A, 7th floor Khivraj Complex 2, Anna Salai, Nandanam, Chennai – 600 035

**Submitting Body Contact Details:**

Name : Ms. Reena Murray

Position in the Organization : Head – Standards & Quality Assurance

Address if different from above : Same as above

Tel number : 044 4851 4607

E-mail address : [reena@lsc-india.com](mailto:reena@lsc-india.com)

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# Section1: Basic Details

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Qualification Name** | Cargo Vehicle Driver (Non-hazardous goods) | |
|  | **Sector/s** | Logistics | |
|  | **Type of Qualification ☒ New ☐ Revised ☒ Has Electives/Options** | **NQR Code & version of the existing /previous qualification:** | **Qualification Name of the existing version:** |
|  | **National Qualification Register (NQR) Code & Version**  (*Will be issued after NSQC approval)* | QG-04-TW-00867-2023-V1-LSC & 1.0 | 1. **NCrF/NSQF Level:** 4 |
|  | **Award (Certificate/Diploma/ Advanced Diploma/Any Other)**  *(Wherever applicable specify multiple entry/exits also & provide details in annexure)* | Certificate | |
|  | **Brief Description of the Qualification** | Individuals are expected to drive the cargo vehicles safely and efficiently on the assigned route. S/he should be able to undertake most of the routine maintenance of the vehicle and handle hassles that could likely be encountered while driving long distances and through difficult terrains. The individual is also expected to achieve other key performance parameters such as fuel efficiency, on-time delivery etc. | |
|  | **Eligibility Criteria for Entry for Student/Trainee/Learner/Employee** | 1. **Entry Qualification & Relevant Experience:**  | **S. No.** | **Academic/Skill Qualification (with Specialization - if applicable)** | **Relevant Experience (with Specialization - if applicable)** | | --- | --- | --- | | 1 | 8th Class pass | 3 years of experience as LMV Driver (Should have the ability to read and write in English + at least 1 official language) | | 2 | 8th Class pass + HMV Driver (as per regulations vide HMV Driving License) |  |  1. **Age:** 19 Years | |
|  | **Credits Assigned to this Qualification** *(as per National Credit Framework (NCrF))* | 18 | 1. **Common Cost Norm Category (I/II/III)** *(wherever applicable)***:** I |
|  | **Any Licensing Requirements for Undertaking Training on This Qualification** *(wherever applicable)* | HMV License | |
|  | **Training Duration by Modes of Training Delivery** *(Specify* ***Total Duration*** *as per selected training delivery modes and as per requirement of the qualification)* | **☒Offline Only ☐ Online Only ☐ Blended**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Training Delivery Modes** | **Theory (Hours)** | **Practical (Hours)** | **OJT Mandatory (Hours)** | **OJT Recommended (Hours)** | **Total (Hours)** | | **Classroom (offline)** | 165 | 225 | 30 |  | 420 | | **Online** |  |  |  |  |  |   *(Refer Blended Learning Annexure for details)* | |
|  | **Aligned to NCO/ISCO Code/s** *(if code is not available, then mention the same)* | NCO-2015/8332 | |
|  | **Progression Path After Attaining the Qualification** *(Please show Professional and Academic progression) (wherever applicable)* | Cargo fleet supervisor | |
|  | **Other Indian Languages in which the Qualification & Model Curriculum are being Submitted** | Hindi | |
|  | **Is similar Qualification(s) available on NQR-if yes, justification for this qualification** | **☐ Yes ☒ No** **URLs of similar Qualifications:** | |
|  | **Is the Job Role Amenable to Persons with Disability** | **☐ Yes ☒ No *If “Yes”, specify applicable type of Disability:*** | |
|  | **How participation of women will be encouraged?** | The Job Role is suited for women with urban driving skills. | |
|  | **Are Greening/ Environment Sustainability Aspects Covered** *(Specify the NOS/Module which covers it), wherever applicable* | **☐ Yes ☒ No** | |
|  | **Is Qualification Suitable to be Offered in Schools/Colleges** | **Schools**  **☐ Yes ☒ No Colleges ☒ Yes ☐ No** | |
|  | **Name and Contact Details of Submitting / Awarding Body SPOC**  *(In case of CS or MS, provide details of both Lead AB & Supporting ABs)* | **Name**: Ms. Reena Murray  **Email**: reena@lsc-india.com  **Contact** **No**.: 044 4851 4607  **Website**: www.lsc-india.com | |
|  | **Final Approval Date by NSQC:** 31-08-2023 | 1. **Validity Duration:** 3 Years | 1. **Next Review Date:** 31-08-2026 |

# Section 2: Module Summary

## NOS/s of Qualifications

*(In exceptional cases these could be described as components)*

### Mandatory NOS/s:

Specify the training duration and assessment criteria at NOS/ Module level. For further details refer curriculum document.

***Th****.-Theory* ***Pr.****-Practical* ***OJT****-On the Job* ***Man.****-Mandatory Training* ***Rec.****-Recommended* ***Proj.****-Project*

| **S. No** | **NOS/Module Name** | **NOS/Module Code & Version** *(if applicable)* | **Core/ Non-Core** | **NCrF/NSQF Level** | **Credits as per NCrF** | **Training Duration (Hours)** | | | | | **Assessment Marks** | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Th.** | **Pr.** | **OJT-Man.** | **OJT-Rec.** | **Total** | **Th.** | **Pr.** | **Proj.** | **Viva** | **Total** | **Weightage (%)** *(if applicable)* |
|  | Introduction to Cargo vehicle driver (Non-hazardous goods) |  | Non-Core | 4 | 1 | 20 | 10 |  |  | 30 | 0 | 0 | 0 | 0 | 0 |  |
|  | Prepare vehicle and cargo | LSC/N1301 | Core | 4 | 3 | 30 | 50 | 10 |  | 90 | 30 | 60 | 0 | 10 | 100 |  |
|  | Guide and control the vehicle | LSC/N1303 | Core | 4 | 2 | 20 | 30 | 10 |  | 60 | 30 | 60 | 0 | 10 | 100 |  |
|  | Drive safely and responsibly | LSC/N1302 | Core | 4 | 3 | 30 | 50 | 10 |  | 90 | 30 | 60 | 0 | 10 | 100 |  |
|  | Maintain and monitor integrity and ethics in operations | LSC/N9908 | Core | 4 | 1 | 10 | 20 |  |  | 30 | 30 | 70 | 0 | 0 | 100 |  |
|  | Health, safety and security procedures for drivers | LSC/N1304 | Core | 4 | 1 | 10 | 20 |  |  | 30 | 30 | 60 | 0 | 10 | 100 |  |
|  | Employability Skills | DGT/VSQ/N0101 | Non-Core | 4 | 1 | 15 | 15 |  |  | 30 | 20 | 30 | 0 | 0 | 50 |  |
| **Duration (in Hours) / Total Marks** | | |  | 4 | 12 | 135 | 195 | 30 |  | 360 | 170 | 340 | 0 | 40 | 550 |  |

### Elective NOS/s:

| **S. No** | **NOS/Module Name** | **NOS/Module Code & Version** *(if applicable)* | **Core/ Non-Core** | **NCrF/NSQF Level** | **Credits as per NCrF** | **Training Duration (Hours)** | | | | | **Assessment Marks** | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Th.** | **Pr.** | **OJT-Man.** | **OJT-Rec.** | **Total** | **Th.** | **Pr.** | **Proj.** | **Viva** | **Total** | **Weightage (%)** *(if applicable)* |
| 1. | Multi Axle Vehicle | LSC/N1307 | Core | 4 | 2 | 30 | 30 |  |  | 60 | 30 | 60 |  | 10 | 100 |  |
| 2. | Over-Dimensional Vehicle | LSC/N1306 | Core | 4 | 2 | 30 | 30 |  |  | 60 | 30 | 60 |  | 10 | 100 |  |
| 3. | Medium Commercial Vehicle | LSC/N1305 | Core | 4 | 2 | 30 | 30 |  |  | 60 | 30 | 60 |  | 10 | 100 |  |
| **Duration (in Hours) / Total Marks** | | |  | 4 | 6 | 90 | 90 |  |  | 180 | 90 | 180 |  | 30 | 300 |  |

### Optional NOS/s:

| **S. No** | **NOS/Module Name** | **NOS/Module Code & Version** *(if applicable)* | **Core/ Non-Core** | **NCrF/NSQF Level** | **Credits as per NCrF** | **Training Duration (Hours)** | | | | | **Assessment Marks** | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Th.** | **Pr.** | **OJT-Man.** | **OJT-Rec.** | **Total** | **Th.** | **Pr.** | **Proj.** | **Viva** | **Total** | **Weightage (%)** *(if applicable)* |
|  | NA | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| **Duration (in Hours) / Total Marks** | | | - | - | - | - | - | - | - | - | - | - | - | - | - | - |

## Assessment - Minimum Qualifying Percentage

*Please specify any one of the following:*

**Minimum Pass Percentage – Aggregate at qualification level: 70 %** *(Every Trainee should score specified minimum aggregate passing percentage at qualification level to successfully clear the assessment.)*

**Minimum Pass Percentage – NOS/Module-wise: 70 %** *(Every Trainee should score specified minimum passing percentage in each mandatory and selected elective NOS/Module to successfully clear the assessment.)*

# Section 3: Training Related

|  |  |  |
| --- | --- | --- |
|  | **Trainer’s Qualification and experience in the relevant sector (in years)** *(as per NCVET guidelines)* | Recommended that the Trainer is certified for the Job Role: “Trainer (VET and Skills)”, mapped to the Qualification Pack: “MEP/Q2601, V2.0”. Minimum accepted score is 80% |
|  | **Master Trainer’s Qualification and experience in the relevant sector (in years)** *(as per NCVET guidelines)* | Certified for Job Role: “Cargo Vehicle Driver (Non-hazardous goods)” mapped to QP: “LSC/Q1301 v1.0”. Minimum accepted score is 80% |
|  | **Tools and Equipment Required for the Training** | ☒Yes ☐No (*If “Yes”, details to be provided in Annexure)* |
|  | **In Case of Revised Qualification, Details of Any Upskilling Required for Trainer** | NA |

# Section 4: Assessment Related

|  |  |  |
| --- | --- | --- |
|  | **Assessor’s Qualification and experience in relevant sector (in years)** *(as per NCVET guidelines)* | Any degree + 2 years of industrial experience  Recommended that the Assessor is certified for the Job Role: “Assessor (VET and Skills)”, mapped to the Qualification Pack: “MEP/Q2701”. Minimum accepted score is 80% |
|  | **Proctor’s Qualification and experience in relevant sector (in years)** *(as per NCVET guidelines) wherever applicable* | Any degree + 2 years of industrial experience + 2 years assessor experience  Certified for Job Role: “Cargo Vehicle Driver (Non-hazardous goods)” mapped to QP: “LSC/Q1301, v1.0”. Minimum accepted score is 80% |
|  | **Lead Assessor’s/Proctor’s Qualification and experience in relevant sector (in years)** *(as per NCVET guidelines) wherever applicable* | Any degree + 2 years of industrial experience + 2 years assessment experience  Recommended that the Assessor is certified for the Job Role: “Lead Assessor”, mapped to the Qualification Pack: “MEP/Q2701”. Minimum accepted score is 80% |
|  | **Assessment Mode** *(Specify the assessment mode)* | Online and Offline |
|  | **Tools and Equipment Required for Assessment** | ☒ Same as for training ☐ Yes ☐ No *(details to be provided in Annexure-if it is different for Assessment)* |

# Section 5: Evidence of Need for the Qualification

*Provide Annexure/Supporting documents name.*

|  |  |
| --- | --- |
|  | Justification of being a Traditional-Heritage Qualification in unorganised sector (Yes/No): No |
|  | Government /Industry initiatives/ requirement (Yes/No): Yes |
|  | Number of Industry validation provided: 34 |
|  | Estimated nos. of people to be trained and employed: As per Annexure: Training and Employment Details |

# Section 6: Annexure & Supporting Documents Check List

*Specify Annexure Name / Supporting document file name*

|  |  |  |
| --- | --- | --- |
|  | **Annexure:** NCrF/NSQF level justification based on NCrF level/NSQF descriptors *(Mandatory)* | Annexure |
|  | **Annexure:** List of tools and equipment relevant for qualification *(Mandatory, except in case of online course)* | Annexure |
|  | **Annexure:** Detailed Assessment Criteria *(Mandatory)* | Assessment of the Candidates on completion of the Training is a very important activity that is monitored by Logistics Sector Skill Council (LSC). It ensures sustained quality of training delivery. It also indicates to the LSC the need for any changes in training content. LSC has developed policies related to affiliation of assessment agencies and assessment process to enhance the quality of assessments and they are outlined in succeeding paragraphs.  1) Guidelines on affiliation of assessment agencies:  As per NSDC guidelines on affiliation of assessment agency, we are adhering the following:  a) Application evaluation  b) Affiliation certificate  c) SME profile validation  d) Question bank validation  e) TOA process  f) Link through SIP  2) Assessment process:  1) The assessment process would begin by developing the correct qualitative questions for theory/practical and viva. Questions papers are submitted by Assessment Bodies (AB) to LSC for approval.  2) AB submits Assessor’s details, their experience and credentials to LSC for approval.  3) Third step in the process would be allocation of batches by LSC to AB for which LSC has shifted from a manual allocation system to automated allocation on the basis of grading system on the below mentioned parameters.  i. Quality of the assessors submitted by the assessment agency.  ii. Certification of the assessor by LSC basis the training of assessor’s program conducted by LSC.  iii. Adherence to schedule of assessments by the assessment agencies.  iv. Integrity of the assessor in conducting quality assessments.  v. Quality of the question papers submitted by the assessment agencies to LSC.  vi. Submission of quality documents of the assessments conducted as insisted by LSC.  vii. Time of submission of the required assessment related documents to LSC for approval  viii. Time of submission of results in SDMS system post approval by LSC  Basis the above grading metrics the system would allocate the batches to the assessment agencies, which has brought transparency in the system of who are allocated how many batches and it is made very clear to the ecosystem that performance matters a lot. This has in turn also helped to improve the quality of the trainings as the check list of documents advised by LSC to be submitted by the assessment agencies speaks on the quality of trainings happening. |
|  | **Annexure:** Assessment Strategy *(Not Mandatory)* | 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 proportion of marks for Theory and Skills Practical for each PC 2. The assessment for the theory part will be based on knowledge bank of questions validated and approved by the SSC. 3. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training centre (as per assessment criteria below) 4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training centre based on these criteria  5. To pass the Qualification Pack, every trainee should score a minimum of 70% for NSQF level 4 & above job roles and 50% for NSQF level 1 to 3 job roles.  6.In case of unsuccessful completion, the trainee may seek re-assessment on the Qualification Pack. |
|  | **Annexure:** Blended Learning *(Mandatory, in case selected Mode of delivery is Blended Learning)* | No |
|  | **Annexure:** Multiple Entry-Exit Details *(Mandatory, in case qualification has multiple Entry-Exit)* | No |
|  | **Annexure:** Acronym and Glossary *(Optional)* | Yes |
|  | **Supporting Document:** Model Curriculum *(Mandatory – Public view)* | Yes |
|  | **Supporting Document:** Career Progression *(Optional - Public view)* | NA |
|  | **Any other document you wish to submit:** | NA |

## Annexure: Evidence of Level

|  |  |  |  |
| --- | --- | --- | --- |
| **NCrF/NSQF Level Descriptors** | **Key requirements of the job role/ outcome of the qualification** | **How the job role/ outcomes relate to the NCrF**/**NSQF level descriptor** | **NCrF/NSQF Level** |
| **Professional Theoretical Knowledge/Process** | The individual in the job will have the knowledge of below tasks:   * Knowledge on safe driving of the vehicle * Complete knowledge on traffic rules and identifying different sign boards | The Job holder needs to possess knowledge on identifying the different sign boards while driving and follow the traffic rules. The individual on the job must drive vehicles safely to transport the cargo. Hence the job role qualifies to be pegged at Level 4. | 4 |
| **Professional and Technical Skills/ Expertise/ Professional Knowledge** | The individual will acquire the knowledge to perform the below tasks:   * Monitor and respond appropriately to instructions provided by satellite navigation systems * Implementing defensive driving techniques * Specialization in the cargo handling techniques * Possesses the required operational skills to deliver job/ work with the required precision and in the estimated timelines. * Identifying different sign boards on the road and interpreting the available information, drawing conclusions & communicating the same. | The Job holder needs to follow GPS navigation and use defensive driving techniques. S/he should follow the specialized cargo handling techniques while loading/ unloading the cargo and deliver the cargo in a timely manner. The individual shall also interpret the different sign boards and implement them while driving. Hence the job role qualifies to be pegged at Level 4. | 4 |
| **Employment Readiness & Entrepreneurship**  **Skills & Mind-set/Professional Skill** | * Good written and oral communication skill with clarity of knowledge * Commercial vehicle driving skill * Safety considerations * Professional mindset to work as an individual entrepreneur | The job holder has to communicate clearly at all times to obtain task schedule, clarify queries, coordinate while driving and reporting. S/he will interact with the other road users without any distractions. S/he also needs to follow the safety protocols during operations. The job holder can also work as an entrepreneur by owning a vehicle. Hence the job role is qualified to be in level 4. | 4 |
| **Broad Learning Outcomes/Core Skill** | * Perform work-related calculations like distance between vehicle while parking and loading/unloading of the cargo * Follow the traffic signal, signs and pay attention to the other vehicles while driving * Plan and prioritize tasks to ensure timely completion. * Take quick decisions to deal with workplace emergencies/ accidents/problems * Achieve key performance parameters such as fuel eﬃciency, timely and safe delivery of cargo etc. | The job holder should follow the highway code properly and pay attention to other vehicles. The Individual has to perform the work related calculations, achieve key parameters and ensure the timely delivery of the cargo. S/he has to take necessary precautions to minimize the risk factors and manage emergency situations. Hence the job role is qualified to be classified under level 4. | 4 |
| **Responsibility** | * Takes complete responsibility for the safety of cargo during halts, breakdowns etc * Takes responsibility in case of emergency and performs standard procedures as an individual | The job role involves safe delivering of cargo on time at the right place. S/he is expected to keep up commitments, large or small. It also involves performing all non-standard procedures and non-routine tasks with confidence as an individual in case of emergency. Hence the job role qualifies to be pegged at level 4. | 4 |

## Annexure: Tools and Equipment (Lab Set-Up)

#### List of Tools and Equipment

**Batch Size:**

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No.** | **Tool / Equipment Name** | **Specification** | **Quantity for specified Batch size** |
| 1. | TMS |  |  |
| 2. | Cargo handling equipments |  |  |
| 3. | Computers, Scanner cum Printer, Sample labels |  |  |
| 4. | HMV vehicle for practical |  |  |
| 5. | MHE |  |  |
| 6. | Simulator |  |  |
| 7. | Personal Protective Equipment (PPEs), LLMS |  |  |
| 8. | First aid kit |  |  |
| 9. | CMVR guidelines |  |  |
| 10. | Safety equipment |  |  |
| 11. | Fire Extinguisher |  |  |
| 12. | SOP, sample maps and documents |  |  |
| 13. | Multi Axle Vehicle |  |  |
| 14. | ODV |  |  |
| 15. | MCV |  |  |

#### Classroom Aids

The aids required to conduct sessions in the classroom are:

1. Training Kit (Trainer Guide, Presentations).
2. Whiteboard, Marker, Projector, Laptop
3. Charts, Models, Video presentation, Board eraser

## Annexure: Industry Validations Summary

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **S. No** | **Organization Name** | **Representative Name** | **Designation** | **Contact Address** | **Contact Phone No** | **E-mail ID** | **LinkedIn Profile** *(if available)* |
| 1 | EPT Global | Dr. Darshan Mashroo | Director | G - 509, Titanium City Centre, Next to Sachin Tower, 100 Feet Anandnagar Road, Satellite, Ahmedabad - 380015 | 9825021683 | [darshan@eptgl.com](mailto:darshan@eptgl.com) |  |
| 2 | DTDC | Mr. Akash |  | DTDC, Corporate Office, No. 3, Thyagi M Palanivelu Road, Victoria Layout, Bengaluru, Karnataka-560047 | 9937728486 | [akash.panigrahi@dtdc.com](mailto:akash.panigrahi@dtdc.com) |  |
| 3 | Snowman | Bhushan |  | S. No. 86/2, Cheemasandra Village, Bidarahalli, Hobli, Virgonagar, Bangalore, Karnataka - 560049 | 92055 97655 | [bhushan.paralkar@snowman.in](mailto:bhushan.paralkar@snowman.in) |  |
| 4 | Affreighter logistics pvt ltd | Balaji nagarajan | Managing director | 2nd Floor, (Above Indian Bank) "Muthusri Complex" 18, Ramamurthynagar Main Road, Doddabanaswadi, Bangalore, Karnataka-560 043 | 9880704566 | [balaji.nagarajan@affreighterlogistics.com](mailto:balaji.nagarajan@affreighterlogistics.com) |  |
| 5 | Om Logistics | Mr. Himanshu Agarwal | Head - HRM | No. 130, Transport Center, Punjabi Bagh, New Delhi - 110035 | 9310171003 | [himanshu@omlogistics.co.in](mailto:himanshu@omlogistics.co.in) |  |
| 6 | Global Express Multilogistics Pvt. Ltd. | Sagar Daswani | Director | C/12, Neelkanth Corner, 1st Floor, Sector No. 2, Plot No. 2, Sanpada €, Navi Mumbai - 400705 | 9167110845 | [admin@fffai.org](mailto:admin@fffai.org) |  |
| 7 | Sattva Hitech & Conware Pvt. Ltd. | Mr. Padmanabhan | Director | High Gate, Level 4, 153/82, Santhome High Road, Raj Annamalaipuram, Chennai - 600028 | 9840022245 | [pad@sattva.in](mailto:pad@sattva.in) |  |
| 8 | Denken Global | Shyam Sundar | Director | No. 5, Avvaiyar Street, Meenambakkam, Chennai-600027 | 9500049029 | [shyam.sundar@denkenglobal.com](mailto:shyam.sundar@denkenglobal.com) |  |
| 9 | CCI Logistics | C V Kumar | Director | No. P-4, Black Burn Lane, 3rd Floor, Kolkata-700012 | 9871758925 | [cvkumar@cci-logistics.com](mailto:cvkumar@cci-logistics.com) |  |
| 10 | AGX Logistics (I) Pvt. Ltd. | Abirami | Admin | New No. 36, Old No. 73, West Madha Church Road, Royapuram, Chenai - 600013 | 8637694112 | [admin.maa@agxindia.com](mailto:admin.maa@agxindia.com) |  |
| 11 | A M Roadways | A. Devi | Proprietor | No. 1609, 114th street, 3rd Main road, MMDA, Mathur, Chennai - 600068 | 9840304478 | [devivishnu2004@gmail.com](mailto:devivishnu2004@gmail.com) |  |
| 12 | Ajay Kumar Agarwal Fleet Owner & Coal Transporter | Vicky Rajput | Manager | Plot No.164, Near Indra Stadium, T. P. Nagar, Korba (C.G), Pin - 495677 | 9131140267 | [vickyrajput.1783@gmail.com](mailto:vickyrajput.1783@gmail.com) |  |
| 13 | Arun Carriers | Pawan Agarwal | Partner | No. D-20, First floor, CMDA, Truck Terminal Complex, Ponniammanmedu, Madhavaram, Chennai - 600110 | 8248066885 | [aruncarriers@gmail.com](mailto:aruncarriers@gmail.com) |  |
| 14 | Delhi Sarayyan Golden Transport | Ashik Ali | Proprietor | No. D-2, First floor, CMDA, Truck Terminal Complex, GNT Road, Madhavaram, Chennai - 600110 | 9383003911 | NA |  |
| 15 | Happy Roadways | T. Krishna Murthy | Proprietor | No. D-42, CMDA, Truck Terminal Complex, GNT Road, Madhavaram, Chennai- 600110 | 9884003339 | NA |  |
| 16 | Indore Ambulance Operators Welfare Society |  |  | 42 / 1, Subhash Marg, Depot Wali Gali, Ramganj, Jinsi, Indore-452006 |  | NA |  |
| 17 | JJ Associates | Piyush Rampuria | CEO | Plot No. 39, Ghorpade Nagar, Behind BPCL Petrol pump, Hospital Ballari Main Road, Tornagallu, Karnataka-583123 | 9448286527 | [jjassociatesbly@yahoo.com](mailto:jjassociatesbly@yahoo.com) |  |
| 18 | KRL Fleet Owner & Transporter | Santhosh Kumar Sharma | Manager | Plot No.167, Near Indra Stadium, T. P. Nagar, Korba (C.G), Pin - 495677 | 7804814248 | NA |  |
| 19 | M.R.T Company | V. V. Chalapathi | Manager | No. D-41, CMDA, Truck Terminal Complex, Madhavaram, Chennai- 600110 | 9382135743 | [mrtcompany@google.com](mailto:mrtcompany@google.com) |  |
| 20 | New Thirupathi Balaji Transport | Murali | Proprietor | No. C-41, F-2, First floor, CMDA, Truck Terminal Complex, Madhavaram, Chennai- 600110 | 9441948971 | NA |  |
| 21 | RKM Transporter | Ishwar Singh | Manager | Plot No. 54, Near R. B. Traders, T. P. Nagar, Korba (C.G), Pin - 495677 | 9329833777 | NA |  |
| 22 | Shree Ganesh Transport | Sanjay Patil | Proprietor | Plot no: PAP-148, Beside Indian Oil Company, Taloja MIDC, Navi Mumbai-410208 | 9821813127 | [shreeganestrans@gamil.com](mailto:shreeganestrans@gamil.com) |  |
| 23 | Shree Thirumala Roadways | Sundara Rajan | Proprietor | No. D-44, CMDA, Truck Terminal Complex, Madhavaram, Chennai- 600110 | 9444351635 | [shreethirumalaroadways@gmail.com](mailto:shreethirumalaroadways@gmail.com) |  |
| 24 | Sree Padma Lorry Service | K. Maruthavanan | Proprietor | No. D-38, CMDA, Truck Terminal Complex, Madhavaram, Chennai- 600110 | 9444249965 | [sripadmalorryservice66@gmail.com](mailto:sripadmalorryservice66@gmail.com) |  |
| 25 | Sri Madurai Meenatchi Lorry Service | Prabhu Kumar | Proprietor | No. D-44, CMDA, Truck Terminal Complex, 1st Floor, G N T Road, Madhavaram, Chennai- 600110 | 9865575575 | NA |  |
| 26 | Sri Ranga Transport | G. Karthikeyan | Proprietor | No. D-46, CMDA, Truck Terminal Complex, Ponniammanmedu, Madhavaram, Chennai- 600110 | 7418888388 | [srirangatransport04@gmail.com](mailto:srirangatransport04@gmail.com) |  |
| 27 | Srii Sapthagiri Transport | C. H. Satyanarayana | Proprietor | No. D-41, CMDA, Truck Terminal Complex, Madhavaram, Chennai- 600110 | 9791105058 | NA |  |
| 28 | Ghanshyam Bondiya Coal Transport | Ghanshyam Bondiya | Manager(Owner) | Near R. B. Traders, T. P. Nagar, Korba, (C.G) PIN - 495677 | 9827952661 | NA |  |
| 29 | Kataria Movers | Paritosh Shukla | Senior Manager Operations | Hospet-Bellary Main Road, Toranagallu(RS)-583123, Sandur(Tq), Bellary (Dist), Karnataka | 9448280850 | [paritoshshukla@katariamovers.com](mailto:paritoshshukla@katariamovers.com) |  |
| 30 | MD Movers | Tarun Kumar K | HR | Hospet-Bellary Main Road, Toranagallu(RS)-583123, Sandur(Tq), Bellary (Dist), Karnataka | 9945111568 | [konankitarun@gmail.com](mailto:konankitarun@gmail.com) |  |
| 31 | The Emerald Heights International School | Shikha Upadhyay | Manager - HR | Opposite Akashwani, Rau. Indore, Pincode - 453331 | 9406885784 | hr@emeraldheights.edu.in |  |
| 32 | Bitcol (Bitumen Corporation India Pvt. Ltd. ) | Muthukrishnan Ganesh | Logistics Incharge - Mumbai Division | J 12/2, MIDC Taloja, District Raigad - 410208 | 9323983381 | muthukrishnanganesh@gmail.com |  |
| 33 | Sree saikrupa Tours | Mahadeo S Auti | Partner | Plot No. 66/7, D2 Block, MIDC, Near KSB Chowk Chinchwad, Pune - 411019 | 9158911111 | rrajesh@shreesaikrupatravels.com |  |
| 34 | Uttam Prasad Caol Carrier | Uttam Prasad | Manager(Owner) | S. E. C. L, Manikpur Korba, (C. G) - 495682 | 7999465471 | NA |  |

## Annexure: Training & Employment Details

**Training and Employment Projections:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Year** | **Total Candidates** | | **Women** | | **People with Disability** | |
| **Estimated Training #** | **Estimated Employment Opportunities** | **Estimated Training #** | **Estimated Employment Opportunities** | **Estimated Training #** | **Estimated Employment Opportunities** |
| 2023-24 | 15000 | 12000 | 300 | 200 | NA | NA |
| 2024-25 | 20000 | 16000 | 400 | 300 | NA | NA |
| 2025-26 | 25000 | 20000 | 500 | 400 | NA | NA |

*Data to be provided year-wise for next 3 years.*

**Training, Assessment, Certification, and Placement Data for previous versions of qualifications:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Qualification Version** | **Year** | **Total Candidates** | | | | **Women** | | | | **People with Disability** | | | |
| **Trained** | **Assessed** | **Certified** | **Placed** | **Trained** | **Assessed** | **Certified** | **Placed** | **Trained** | **Assessed** | **Certified** | **Placed** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |

*Applicable for revised qualifications only, data to be provided for past 3 years.*

**List Schemes in which the previous version of Qualification was implemented:**



**Content availability for previous versions of qualifications:**

☐ Participant Handbook ☐ Facilitator Guide ☐ Digital Content ☐ Qualification Handbook ☐ Any Other:

**Languages in which Content is available:**

## Annexure: Blended Learning

**Blended Learning Estimated Ratio & Recommended Tools:**

***Refer NCVET “Guidelines for Blended Learning for Vocational Education, Training & Skilling” available on:*** [*https://ncvet.gov.in/sites/default/files/Guidelines%20for%20Blended%20Learning%20for%20Vocational%20Education,%20Training%20&%20Skilling.pdf*](https://ncvet.gov.in/sites/default/files/Guidelines%20for%20Blended%20Learning%20for%20Vocational%20Education,%20Training%20&%20Skilling.pdf)

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No.** | **Select the Components of the Qualification** | **List Recommended Tools – for all Selected Components** | **Offline : Online Ratio** |
|
| 1 | Theory/ Lectures - Imparting theoretical and conceptual knowledge |  |  |
| 2 | ☐Imparting Soft Skills, Life Skills, and Employability Skills /Mentorship to Learners |  |  |
| 3 | ☐Showing Practical Demonstrations to the learners |  |  |
| 4 | ☐Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training |  |  |
| 5 | ☐Tutorials/ Assignments/ Drill/ Practice |  |  |
| 6 | ☐Proctored Monitoring/ Assessment/ Evaluation/ Examinations |  |  |
| 7 | ☐On the Job Training (OJT)/ Project Work Internship/ Apprenticeship Training |  |  |

## 

## Annexure: Detailed Assessment Criteria

Detailed assessment criteria for each NOS/Module are as follows:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **NOS/Module Name** | **Assessment Criteria for Performance Criteria/Learning Outcomes** | **Theory Marks** | **Practical Marks** | **Project Marks** | **Viva Marks** |
| Prepare vehicle and cargo | **PC1.** Ensure to be ﬁt for driving and the ability is not aﬀected by sleepiness, tiredness, medicines, illegal substances or alcohol. | 2 | 3 | - | - |
| **PC2.** Check the contents of the cargo and if goods are dangerous or hazardous, make sure that the vehicle and the processes used to handle the cargo comply with the guidelines | 2 | 3 | - | 1 |
| **PC3.** Ensure that the vehicle is suitable for carrying the cargo and proper PPE and MHE are used when loading and unloading cargo | 1 | 2 | - | 1 |
| **PC4.**   * Make sure that the following guidelines are followed: * Maximum authorized mass is not exceeded, * Maximum gross axle weights are not exceeded, * There are suﬃcient load anchoring points, * Availability of load-securing devices such as strapping, chains, wedges, chocks, or sheeting * Availability of safety devices like wheel chocks, breakdown signs, spark arrestor, traﬃc cone and ﬁre extinguisher. | - | 3 | - | 1 |
| **PC5.** Follow the guidelines while loading the vehicle such as placing the load against the headboard, loading to bring the center of gravity as low and as near the center line of the vehicle as possible | 1 | 3 | - | - |
| **PC6.** Ensure that the cargo is secured properly and if the cargo extends beyond the dimensions of the vehicle, follow precautions such as carrying an attendant, informing the police as appropriate | 1 | 3 | - | 1 |
| **PC7.** Check the condition of the vehicle at regular intervals | 2 | 3 | - | - |
| **PC8.**   * Check that the vehicle meets basic legal and compliance requirements: * The organization guidelines, e.g. rule books * CMVR guidelines from the Ministry of Road Transport & Highway and other guidelines issued by Road Transport Authorities like RTOs * Any other safety, security and environmental guidelines | 1 | 3 | - | 1 |
| **PC9.** Check that the navigation system is securely ﬁtted in a position that minimizes distraction of the driver | 2 | 3 | - | 1 |
| **PC10.** Check vehicle service records indicative of any history of technical defects | 2 | 4 | - | - |
| **PC11.** Perform the appropriate checks like leakages, for the cooling system, steering, electrical, ﬂuid levels, braking system and other general condition of the vehicle | 1 | 3 | - | - |
| **PC12.** Perform the free play test to check the steering and braking. | 2 | 3 | - | 1 |
| **PC13.** Examine the ﬂuid levels - oil levels, engine oil, gearbox hydraulic oil, brakes ﬂuid, washer liquid and fuel | 2 | 4 | - | - |
| **PC14.** Examine the electrical system of the vehicle by conducting the start-stop test | 2 | 4 | - | - |
| **PC15.** Ensure that the valid documents are available in the vehicle (License, ﬁtness certiﬁcation, insurance, copy of registration certiﬁcate and road tax paid) | 2 | 3 | - | - |
| **PC16.** Always stay on the planned route as approved by the shipper | 1 | 3 | - | - |
| **PC17.** Keep the vehicle interior clean and wash the vehicle, windshield, etc. during halts | 2 | 4 | - | 1 |
| **PC18.** Report actual or possible defects to the senior driver or owner, or service supervisor in enough detail so that they can diagnose the problem | 2 | 3 | - | 1 |
| **PC19.** In consultation with the owner conclude about the roadworthiness of vehicle and, if found unﬁt, decide to use another vehicle. | 1 | 3 | - | 1 |
| **Total Marks** | **30** | **60** | **-** | **10** |
| Guide and control the vehicle | **PC1.** Carry out pre-start checks on the vehicle (doors, parking brake, seat, steering, controls, seatbelt, mirrors) | 2 | 4 | - | 1 |
| **PC2.** Start the engine correctly and monitor vehicle instrumentation and gauges throughout engine start-up | 2 | 4 | - | 1 |
| **PC3.** Respond correctly to the information given by instrumentation such as warning lights, indicators etc | 2 | 4 | - | - |
| **PC4.** Carry out visual checks before moving oﬀ | 2 | 4 | - | 1 |
| **PC5.** Analyze the performance, capacity of the vehicle model allotted, deterioration etc. and adjust your driving accordingly | 1 | 3 | - | - |
| **PC6.** Avoid driving during illness and using cell phones while driving | 1 | 3 | - | - |
| **PC7.** Move oﬀ securely and smoothly always keeping control of the vehicle | 1 | 4 | - | - |
| **PC8.** Use the braking system and accelerator steadily and eﬀectively | 1 | 4 | - | 1 |
| **PC9.** Park the vehicle securely and responsibly | 2 | 4 | - | - |
| **PC10.** Secure the vehicle on slopes, facing both up and down, as well as on the level | 2 | 4 | - | 1 |
| **PC11.** Use best practice techniques to maximize the security of the vehicle and its cargo against theft or illegal access whenever you leave it, and check the security of the vehicle when you return | 2 | 4 | - | 1 |
| **PC12.** Use the gear, steering, accelerator correctly and carefully | 2 | 3 | - | 1 |
| **PC13.** Coordinate the operation of all controls to maneuver the vehicle safely and responsibly | 2 | 3 | - | 1 |
| **PC14.** Drive smoothly and in a controlled and progressive way to avoid destabilizing any cargo | 2 | 3 | - | - |
| **PC15.** Use GPS navigation systems and other technological tools for monitoring route and respond appropriately to instructions provided by satellite navigation systems without being distracted from the driving task | 2 | 3 | - | 1 |
| **PC16.** Judge speed and distance correctly and eﬀectively | 2 | 2 | - | - |
| **PC17.** Keep the vehicle interior clean and wash the vehicle, windshield, etc. during halts | 1 | 2 | - | - |
| **PC18.** Ensure that the valid documents are available in the vehicle (license, ﬁtness certiﬁcation, insurance, copy of registration certiﬁcate, pollution test and road tax paid) | 1 | 2 | - | 1 |
| **Total Marks** | **30** | **60** | **-** | **10** |
| Drive safely and responsibly | **PC1.** Negotiate bends cautiously by maintaining safe speed and control throughout a bend | 2 | 4 | - | - |
| **PC2.** Drive carefully and responsibly while crossing junctions, roundabouts, and cross roads. | 2 | 3 | - | - |
| **PC3.** Follow Carriageway markings like Pavement edge lines, yellow lines etc. | 2 | 4 | - | 1 |
| **PC4.** Maintain control when negotiating all types of junctions and crossings, taking into account the dimensions of the vehicle | 2 | 4 | - | 1 |
| **PC5.** Comply with signals, signs, and other road markings | 2 | 3 | - | 1 |
| **PC6.** Follow proper signaling while changing lanes. | 1 | 4 | - | 1 |
| **PC7.** Use indicators and arm signals to signal intentions correctly and support the use of any signals given by positioning the vehicle correctly and securely | 2 | 4 | - | - |
| **PC8.** Use horns and lights to communicate with other road users where necessary | 2 | 4 | - | 1 |
| **PC9.** Give other road users enough time and space to perform maneuvers and overtake with consideration for other road users | 2 | 2 | - | - |
| **PC10.** Monitor and respond appropriately to instructions provided by satellite navigation systems without being distracted from the driving task | 2 | 3 | - | 1 |
| **PC11.** Respond to emergency vehicles correctly | 2 | 3 | - | 1 |
| **PC12.** Identify and respond to hazards thoughtfully | 1 | 2 | - | 1 |
| **PC13.** Use visual clues to predict possible hazards and judge the signiﬁcance of possible hazard and prioritize your responses | 2 | 3 | - | - |
| **PC14.** Follow defensive driving techniques. |  |  |  |  |
| **PC15.** Follow the principles of ecologically responsible driving by reducing the fuel consumption by turning oﬀ the ignition at red lights etc. and vehicle wear and tear | 2 | 4 | - | 1 |
| **PC16.** Ensure the safety of goods during halts, breakdowns etc. | 1 | 3 | - | - |
| **PC17.** Make certain that everyone in the vehicle wears a seatbelt at all times, including self. |  |  |  |  |
| **PC18.** Avoid eating and drinking while driving and take appropriate breaks. | 1 | 4 | - | 1 |
| **PC19.** Follow the guidelines given by the owner if your vehicle breaks down and respond accordingly. |  |  |  |  |
| **Total Marks** | **30** | **60** | **-** | **10** |
| Maintain and monitor integrity and ethics in operations | **PC1.** Refrain from indulging in corrupt practices | 2 | 5 | - | - |
| **PC2.** Protect customers information and ensure acquired information is not used for personal advantage | 3 | 6 | - | - |
| **PC3.** Protect data and information related to business or commercial decisions | 2 | 5 | - | - |
| **PC4.** Sensitise the work force towards ethical behavior in workplace and performing job with integrity | 3 | 6 | - | - |
| **PC5.** Conduct regular reviews and check reports for unethical behaviour and corrupt practices | 2 | 5 | - | - |
| **PC6.** Consult senior management when in an ethical dilemma | 2 | 6 | - | - |
| **PC7.** Report promptly all violations of code of ethics | 2 | 5 | - | - |
| **PC8.** Dress up and conduct in a professional manner | 2 | 5 | - | - |
| **PC9.** Communicate with clients and stakeholders in a soft and polite manner | 3 | 6 | - | - |
| **PC10.** Follow etiquettes | 2 | 5 | - | - |
| **PC11.** Check that that documentation with respect to operations is up to date and in accordance to the regulations | 2 | 5 | - | - |
| **PC12.** Coordinate with regulatory authorities and assist in inspections and clearances | 3 | 6 | - | - |
| **PC13.** Report any issues with regulatory compliance | 2 | 5 | - | - |
| **Total Marks** | **30** | **70** | **-** | **-** |
| Health, safety and security procedures for drivers | **PC1.** Make note of all safety processes in diﬀerent location (cargo loading area, ramp operation area, etc.) with reference to area of operation. | 2 | 3 | - | 1 |
| **PC2.** Wear all PPE such as goggles, ear plugs, helmet, mask, shoes, etc. as applicable in the cargo movement area. | 2 | 3 | - | 1 |
| **PC3.** Follow standard driving practice to ensure safety of life and material. | 1 | 3 | - | - |
| **PC4.** Follow organizational protocol to deploy action in case of signs of any emergency situation or accident or breach of safety. | 1 | 3 | - | - |
| **PC5.** Undertake periodical preventive health check ups and stay physically ﬁt for driving attentively. | 2 | 3 | - | - |
| **PC6.** Take appropriate breaks, have adequate sleep, drink water etc and perform stretch exercises when required. | 1 | 3 | - | - |
| **PC7.** Follow security procedures like green gate in port, customs area, factory security, etc. | 1 | 3 | - | - |
| **PC8.** Comply with data safety regulations of the organisation. | 2 | 2 | - | 1 |
| **PC9.** Follow standard safety procedures and precautions while handling hazardous / fragile cargo. | 2 | 2 | - | 1 |
| **PC10.** Recognise unsafe conditions and safety practices at the loading area and report it to concerned authority. | 1 | 3 | - | 1 |
| **PC11.** Inspect the activity area and equipment for appropriate, safe condition. | 1 | 3 | - | 1 |
| **PC12.** Always follow road safety and traﬃc rules. | 2 | 3 | - | - |
| **PC13.** Never drink alcohol before or during your trip and avoid taking medication without doctor consultation during driving. | 1 | 3 | - | - |
| **PC14.** Check if extinguishers and safety gear are available in the vehicle and in working condition. | 1 | 3 | - | - |
| **PC15.** Participate in ﬁre drills of the organization. | 1 | 3 | - | - |
| **PC16.** Ensure that standard material handling procedure are being followed while loading. | 2 | 3 | - | 1 |
| **PC17.** Check if all the safety and security related tags, labels and signage are placed in the cargo. | 2 | 3 | - | 1 |
| **PC18.** Conﬁrm if loading instrument is certiﬁed and operational. | 1 | 3 | - | - |
| **PC19.** Implement 5S at workplace. | 1 | 3 | - | 1 |
| **PC20.** Check if cargo has passed security checks and report in case of any violation. | 1 | 2 | - | - |
| **PC21.** In case of accident/ collision, check whether everyone involved are ﬁne, and treat for medical injuries as needed and to the level of your training and inform to authorities/ medical team and follow SOP. | 2 | 3 | - | 1 |
| **Total Marks** | **30** | **60** | **-** | **10** |
| Employability Skills (30 hours) | **Introduction to Employability Skills** | **1** | **1** | **-** | **-** |
| **PC1.** Understand the signiﬁcance of employability skills in meeting the job requirements | - | - | - | - |
| **Constitutional values – Citizenship** | **1** | **1** | **-** | **-** |
| **PC2.** Identify constitutional values, civic rights, duties, personal values and ethics and environmentally sustainable practices | - | - | - | - |
| **Becoming a Professional in the 21st Century** | **1** | **3** | **-** | **-** |
| **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** | **2** | **3** | **-** | **-** |
| **PC4.** Speak with others using some basic English phrases or sentences | - | - | - | - |
| **Communication Skills** | **1** | **1** | **-** | **-** |
| **PC5.** Follow good manners while communicating with others | - | - | - | - |
| **PC6.** Work with others in a team | - | - | - | - |
| **Diversity & Inclusion** | **1** | **1** | **-** | **-** |
| **PC7.** Communicate and behave appropriately with all genders and PwD | - | - | - | - |
| **PC8.** Report any issues related to sexual harassment | - | - | - | - |
| **Financial and Legal Literacy** | **3** | **4** | **-** | **-** |
| **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** | **4** | **6** | **-** | **-** |
| **PC12.** Operate digital devices and use its features and applications securely and safely | - | - | - | - |
| **PC13.** Use internet and social media platforms securely and safely | - | - | - | - |
| **Entrepreneurship** | **3** | **5** | **-** | **-** |
| **PC14.** Identify and assess opportunities for potential business | - | - | - | - |
| **PC15.** Identify sources for arranging money and associated ﬁnancial and legal challenges | - | - | - | - |
| **Customer Service** | **2** | **2** | **-** | **-** |
| **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** | **1** | **3** | **-** | **-** |
| **PC19.** Create a basic biodata | - | - | - | - |
| **PC20.** Search for suitable jobs and apply | - | - | - | - |
| **PC21.** Identify and register apprenticeship opportunities as per requirement | - | - | - | - |
| **Total Marks** | **20** | **30** |  |  |
| Multi Axle Vehicle | **PC1.** Conduct thorough inspection of the vehicle, by checking the safety devices, condition & alignment of tires, cooling system, steering, electrical, ﬂuid levels, braking systems, suspension systems and other general condition of the vehicle and the trailers. | - | 2 | - | 1 |
| **PC2.** Ensure that the air hoses and cables of the coupling are secure properly. Check trailer security by performing ‘tug test’ or chocking wheels. | - | 2 | - | 1 |
| **PC3.** Analyze the vehicle model speciﬁcations with pros and cons, past driver’s experiences, braking type, diﬀerence in mechanisms etc. | - | 2 | - | - |
| **PC4.** Obtain route map with additional details like carriageway markings, terrain etc marked and route surveillance report if performed. Analyse the route assigned and discuss with seniors incase of possible hurdles or altercations. | - | 2 | - | - |
| **PC5.** Ensure that proper Warning Signs are ﬁxed in the trailer according to regulations e.g. ’LONG VEHICLE’ warning sign in the form of a Tape or Plate having yellow retro reﬂective background with black letters, ﬁtted horizontally on rear of road train. | - | 2 | - | 1 |
| **PC6.** Verify whether the valid documents of the vehicle are available (License, ﬁtness certiﬁcation, insurance, copy of registration certiﬁcate and road tax paid) and trip/ cargo related documents like ewaybill, trip sheet, delivery orders etc. Check whether necessary approvals are available as per MoRTH regulations according to the length and GVW of the trailer. | 1 | 1 | - | 1 |
| **PC7.** Obtain speciﬁcations of the goods transported and its handling instructions. | 1 | 1 | - | 1 |
| **PC8.** Conﬁrm the provision of simultaneous blinking of side marker lamps with direction indicators. | 1 | 1 | - | 1 |
| **PC9.** Check whether a rear facing delineator is attached to the extreme end of the dolly drawbar and a warning light is attached to the rear of the combination vehicle which has contact with the road. | 1 | 1 | - | - |
| **PC10.** Ensure that the vehicle is loaded evenly as per the weight per axle and all items in or on the trailer are properly secured and cannot shift during transit. | 1 | 1 | - | - |
| **PC11.** Perform brake tests once coupling/ attaching of the dollies are completed. | 1 | 1 | - | - |
| **PC12.** Ensure that the trailer contains all safety equipment and gears installed, working as per CMVR checklist. | 1 | 1 | - | - |
| **PC13.** Perform Motor Vehicle stability function test, post the vehicle is fully loaded. | 1 | 1 | - | - |
| **PC14.** Once loading is completed, make sure that the GVW does not exceed the permissible limit per axle as per the guidelines and the permits obtained. | 1 | 1 | - | - |
| **PC15.** Check whether the hitch/ coupling, safety chains, tow hook and any other attachments are secure. | 1 | 1 | - | - |
| **PC16.** Allow more time and distance for braking. Do not brake or turn suddenly as this could cause the trailer to jackknife or turn over. | 1 | 1 | - | - |
| **PC17.** Avoid sudden stops and starts that can cause skidding, sliding, swaying or jackkniﬁng | 1 | 1 | - | - |
| **PC18.** Use pulse braking while driving in hilly or mountainous terrain and do not “ride the brakes!” | 1 | 2 | - | - |
| **PC19.** Avoid quick steering or braking corrections when larger vehicles are passing by. | 1 | 1 | - | - |
| **PC20.** Always use additional supervision/ assistance while reversing or parking, make use of rear view cameras if installed. | - | 2 | - | - |
| **PC21.** Avoid driving oﬀ highway and unpaved roads. Slow down when traveling over bumpy roads, railroad crossings, and ditches. | 1 | 1 | - | - |
| **PC22.** When turning to the left, drive as close as to the left-hand side of the road from which the turn is being made and of the road which is being taken.  When turning to the right draw as near as may be to the centre of the road and arrive as near as may be at the left hand side of the road which is being taken. | 1 | 2 | - | - |
| **PC23.** Keep constant tab on vehicle ﬁtness while on trip and perform regular inspection. | 1 | 2 | - | - |
| **PC24.** Make wider turns at curves and corners. Avoid passing on steep road upgrades or downgrades. | 1 | 1 | - | - |
| **PC25.** In case of trailer sway, activate the trailer brake controller and do not attempt to control trailer sway by applying the tow vehicle brakes; this will generally make the sway worse. | 1 | 1 | - | - |
| **PC26.** Always anticipate the need to slow down. To reduce speed, shift to a lower gear and press the brakes lightly. | 1 | 1 | - | - |
| **PC27.** When uncoupling a trailer, place blocks at the front and rear of the trailer tires to ensure that the trailer does not roll away when the coupling is released. In case of unbalanced cargo, before un- coupling, place jack stands under the rear of the trailer to prevent injury. | 1 | 1 | - | 1 |
| **PC28.** Watch out for turns, merged lanes, potholes, slippery surfaces, sand, and stray animals. Be aware of road surface conditions and adapt your driving style to those conditions. | 1 | 2 | - | - |
| **PC29.** Exercise caution while driving on roundabouts and evasive maneuvering might be required. | 1 | 2 | - | - |
| **PC30.** Do not overtake a turning vehicle. Plan your turn early so that you are in the correct part of the intersection and you have time to signal. | 1 | 2 | - | - |
| **PC31.** Test the brakes immediately after driving through deep water as wet brakes do not perform well. | 1 | 2 | - | - |
| **PC32.** Check the load for security and the lashings after each stop. Weather conditions can aﬀect the tension of ropes and this may lead to damage of the load or loss of security. | 1 | 2 | - | - |
| **PC33.**   * Follow Railway level crossing safety guidelines: * Do not drive onto a level crossing when a train is approaching or if the road on the other side is blocked. * Make sure there is enough room, so you do not have any part of your vehicle hanging over the tracks. * Be aware of long aerials and load height, so you can safely clear overhead electriﬁed wiring * Check ground clearance so you do not get stuck or damage tracks. | 0.5 | 2 | - | - |
| **PC34.** If the vehicle develops mechanical or tire trouble and begins to slowdown, drive it to the side of the road as far as possible from traﬃc. | 0.5 | 2 | - | - |
| **PC35.**   * Follow the below steps during breakdown: * Activate the vehicles hazard-warning lights and Switch-oﬀ the ignition of immobilized crashed vehicles to reduce risk of ﬁre. * Wear High Visibility Jacket while attending the breakdown and Place a hazard-warning triangle (with Reﬂector) to the both side of the road, 50 meters from the scene. * Barricade the vehicle with red tapes and Avoid working on the traﬃc side of your vehicle. * Remove all the barriers and clean the oils from the road | 1 | 2 | - | 1 |
| **PC36.**   * In case of hydraulic brake failure: * change gears down * pump the brakes – sometimes pumping them can partially restore hydraulic brakes * use the emergency parking brake. | 0.5 | 2 | - | 1 |
| **PC37.**   * In case of ﬁre in your vehicle: * Stop well away from ﬂammable objects & Notify emergency services. * Use the right ﬁre extinguisher & if the engine is on ﬁre, don’t open the bonnet any more than necessary. Spray ﬁre extinguisher through louvres or from underside of the vehicle. * If the trailer is on ﬁre & it is safe to do so, uncouple the prime mover and move it away. * If load is on ﬁre in a van or box trailer, open the doors slowly & use the extinguisher from safe distance. | 1 | 2 | - | 1 |
| **PC38.** Inform to seniors and report to concerned authorities according to the level of emergency. | 0.5 | 2 | - | - |
| **Total Marks** | **30** | **60** | **-** | **10** |
| Over-Dimensional Vehicle | **PC1.** Conduct thorough pre-trip inspection of the vehicle, by checking the safety devices, cooling system, steering, electrical, ﬂuid levels, braking system and other general condition of the vehicle. | 0.5 | 2 | - | - |
| **PC2.** Check vehicle service records indicative of any history of technical defects and analyze the vehicle speciﬁcations, braking systems etc. | 1 | 2 | - | - |
| **PC3.** Verify whether the valid documents of the vehicle are available (License, ﬁtness certiﬁcation, insurance, copy of registration certiﬁcate and road tax paid) and cargo related documents like e- waybill, transit permits from relevant govt authorities, cargo handling instructions, trip sheet, delivery order etc. | 1 | 2 | - | - |
| **PC4.** Gather information on the crew travelling along the trip like co drivers, escort service, driver assistant/ helper etc. and coordinate. | - | - | - | 1 |
| **PC5.** Collect the route map with details like bridges, narrow/ public roads, symbols, special geographical features etc marked and details of route surveillance if already performed. | - | 2 | - | - |
| **PC6.** Ensure that the consignment is placed in such a way which results in uniform distribution of consignment load over trailer axles and an even weight distribution over its ﬂoor area. The load should be spread to keep the centre of gravity as low as possible. | 1 | 2 | - | 1 |
| **PC7.** Check whether all necessary warning signals are aﬃxed on the vehicle and cargo, such as painting the entire width of cargo by yellow and black zebra stripes on the front and rear sides, duly marked with retro reﬂective stickers and installing red lamps to indicate the extreme position of the vehicles clearly for nighttime driving. | 1 | 2 | - | 1 |
| **PC8.** Conﬁrm that red ﬂags on both sides of vehicle/ cargo are installed for facilitating demarcation of extreme position of the vehicle during daytime. | 1 | 2 | - | 1 |
| **PC9.** Ensure that the load is secured with fastenings, lashings, strappings etc and covered according to the route, weather conditions. | 1 | 2 | - | - |
| **PC10.** Check whether the GVW and cargo dimensions post loading matches that of the permits/ documents obtained. | 1 | 2 | - | - |
| **PC11.** Ensure that the loading does not exceed the maximum axle weight according to vehicle type. | 1 | 2 | - | - |
| **PC12.** Report actual or possible discrepancies found to the senior, or supervisor in enough detail and the problem is ﬁxed before starting. | 1 | 2 | - | - |
| **PC13.** Demonstrate defensive driving techniques and do not overtake. | 1 | 2 | - | - |
| **PC14.** Drive vehicle only on the designated route and take approval from authorities as per SOP in case of hurdles, prior to deviation. | 1 | 2 | - | 1 |
| **PC15.** Stay connected with escort/ co drivers/ supervisor etc during the trip and keep them updated on the status. | 1 | 2 | - | - |
| **PC16.** Look out while crossing low ceiling tunnels, hanging cables, branches, archways, railway level crossing etc and use additional supervision/ escort assistance. | 1 | 2 | - | - |
| **PC17.** Display appropriate danger ﬂags, lights, hazard indicators, signaling devices etc for clear communication with other drivers/ signaling other vehicles on the road about ODC. | 1 | 2 | - | - |
| **PC18.** Avoid coupling with other trailers along the width of the road (side by side). | 1 | 2 | - | - |
| **PC19.** Do not drive during earthquakes, when the wind speed exceeds 40 km/hr or during extreme weather conditions. | 1 | 2 | - | - |
| **PC20.** Look out for hazards on road and tackle vehicle appropriately. | 1 | 2 | - | 1 |
| **PC21.** Use navigation systems eﬀectively and without getting distracted. | 1 | 2 | - | 1 |
| **PC22.** Apply proper braking techniques while driving on diﬀerent terrains. | 1 | 2 | - | - |
| **PC23.** Inspect the securement of cargo within the ﬁrst 50 miles of a trip and during regular intervals. | 1 | 2 | - | - |
| **PC24.** Conduct daily inspection of the vehicle before starting the trip and check wheel alignment etc. | 1 | 2 | - | - |
| **PC25.** Follow Carriageway markings strictly and avoid tailgating. | 1 | 2 | - | - |
| **PC26.** Maintain fuel levels and plan reﬁlling accordingly. | 1 | 2 | - | - |
| **PC27.** Ensure that Vehicle speed, Turn sharpness and Turn Banking are according to Center of gravity of the load and weight - to avoid rollover. | 1 | 2 | - | 1 |
| **PC28.** Plan the trip keeping in mind regulations like no entry times and municipal limits in urban areas when on long distance/ interstate schedule. | 1 | 2 | - | - |
| **PC29.** Analyze real-time traﬃc conditions and time restrictions etc before entering city limits. Use additional supervision / escort assistance while crossing special zones, traﬃc congestion etc. | 1 | 2 | - | 1 |
| **PC30.** Ensure that the cargo is handled as per the instructions during transport and unloading. | 1 | 2 | - | - |
| **PC31.** Ensure that no other vehicle is allowed to ply on the bridge, use additional supervision / escort assistance. | 0.5 | 1 | - | - |
| **PC32.** The maximum speed limit for the vehicle should be equal to or less than 5 km/h and no breaks should be applied. | 0.5 | - | - | 1 |
| **PC33.** Special care shall be taken during monsoon season and crossing to happen when water current is minimum. | 0.5 | - | - | - |
| **PC34.** The centerline of OWC/ODC must be as close as possible to the centerline of the carriageway marking with maximum eccentricity of 300 mm measured. | 0.5 | 1 | - | - |
| **PC35.** Exercise extreme caution while crossing distressed bridge/culverts, bridges with span less than 50 m. | 0.5 | - | - | - |
| **Total Marks** | **30** | **60** | **-** | **10** |
| Medium Commercial Vehicle | **PC1.** Conduct thorough pre-trip inspection of the vehicle, by checking the safety devices, cooling system, steering, electrical, ﬂuid levels, braking system, suspension systems and other general condition of the vehicle. | 1 | 2 | - | - |
| **PC2.** Verify whether the valid documents of the vehicle are available (License, ﬁtness certiﬁcation, insurance, copy of registration certiﬁcate and road tax paid) and trip/ cargo related documents like trip sheet, delivery orders etc. | 2 | 2 | - | 1 |
| **PC3.** Collect the complete list of goods to be delivered/ collected and the routes assigned. | 1 | 2 | - | - |
| **PC4.** Analyze the route assigned for any parking restrictions, narrow streets, one-way etc and plan alternatives accordingly. | 1 | 3 | - | 1 |
| **PC5.** Check whether any time restriction, load operating restrictions levied on the assigned routes. | 1 | 2 | - | - |
| **PC6.** Ensure that the goods are loaded as per delivery schedule i.e., the goods to be delivered ﬁrst should be loaded last. | 1 | 2 | - | - |
| **PC7.** If there are goods to be picked up enroute, ensure to allot appropriate loading space. | 1 | 2 | - | - |
| **PC8.** Make sure that appropriate MHE and loaders are available for delivering/ collecting goods weighing above 35kgs. | 1 | 3 | - | 1 |
| **PC9.** Ensure that the goods are secured with netting, strapping etc and locked in case of closed vehicle. | 1 | 2 | - | - |
| **PC10.** Check whether the GVW and cargo dimensions post loading match that of the permits/ documents obtained to operate inside city limits. | 1 | 3 | - | 1 |
| **PC11.** Report actual or possible discrepancies found to the senior, or supervisor in enough detail and the problem is ﬁxed before starting. | 1 | 2 | - | - |
| **PC12.** Adjust driving according to diminishing and change of loads/ weights throughout the day. | 2 | 2 | - | - |
| **PC13.** Position the loads after each unloading so that the bearing and stability are not aﬀected. | 1 | 2 | - | - |
| **PC14.** Follow carriageway markings and lane discipline. | 1 | 2 | - | - |
| **PC15.** Use only designated areas for loading/ unloading and parking. Avoid using “No parking” areas or side streets. Do not block the passage for other vehicles. | 1 | 2 | - | 1 |
| **PC16.** Use additional help, rear view cameras etc. while parking and reversing. | 1 | 2 | - | - |
| **PC17.** Ensure that there are no load falls from the vehicle during transit. | 1 | 2 | - | - |
| **PC18.** Make certain to secure your load after each delivery/ stop. | 1 | 2 | - | - |
| **PC19.** Follow the rules on how many hours of drive and the breaks to be taken. | 1 | 2 | - | - |
| **PC20.**   * While driving in Traﬃc or crowded area: * Do not turn down a side street or alley that was not designed for automobile traﬃc * Use lower gears to improve your engine eﬃciency and maintain safe braking distance. * Watch out for unexpected crossing of people, cattle and smaller vehicles, avoid overtaking. * Allow space for pedestrians and bicycles. * use horns eﬀectively and only in designated areas. | 1 | 3 | - | 1 |
| **PC21.** Demonstrate defensive driving techniques. | 1 | 2 | - | 1 |
| **PC22.** Be more cautious about the blind spots and use mirrors eﬀectively, while driving inside city limits. | 1 | 2 | - | - |
| **PC23.** Exercise caution and drive slowly during bad weather, low light conditions and night. | 1 | 2 | - | - |
| **PC24.** Ensure that proper unloading is done and the vehicle is empty. | 1 | 2 | - | 1 |
| **PC25.** Report any incidents or exceptions during the trip like damage, loss etc. | 1 | 2 | - | - |
| **PC26.** Tally the items delivered with that of the order. | 1 | 2 | - | - |
| **PC27.** Hand over the documents like trip sheet, delivery orders etc to reporting supervisor. | 1 | 2 | - | 1 |
| **PC28.** Check the vehicle condition post trip and report if any maintenance/ repairs required. | 1 | 2 | - | 1 |
| **Total Marks** | **30** | **60** |  | **10** |
| **Grand Total** | | **270** | **520** |  | **60** |

## Annexure: Assessment Strategy

This section includes the processes involved in identifying, gathering, and interpreting information to evaluate the Candidate on the required competencies of the program.

*Mention the detailed assessment strategy in the provided template.*

1. Assessment System Overview:

* SSC will receive batches through SIP or email to schedule assessment.
* Batches will be assigned to the NCVET affiliated assessment agencies for conducting the assessment.
* Assessment agencies send the assessment confirmation and procedure to TP/TC looping SSC.
* Assessment agency deploys the ToA certified Assessor for executing the assessment.
* SSC will monitor the assessment process & records.

2. Testing Environment:

* Check the Assessment location, date and time is same as SIP data.
* Specified equipment’s must be available to facilitate assessment.
* Check that the allotted time to the candidates to complete Theory & Practical Assessment is correct.

3. Assessment Quality Assurance levels/Framework:

* Question bank is created by the Subject Matter Experts (SME) are verified by the other SME of LSC.
* Questions are mapped to the specified assessment criteria.
* Assessor must be ToA certified.
* Mock test/Self assessment will be conducted during training through LSC softwares.

4. Types of evidence or evidence-gathering protocol:

* Time-stamped & geotagged reporting of the assessor from assessment location
* Centre photographs with signboards and scheme specific branding
* 21 points check list must be adhere by both AA and assessor.

5. Method of verification or validation:

* LSC will validate the evidence and results through LSC portal.
* Validation will be candidate wise scrutiny.

6. Method for assessment documentation, archiving, and access

* Hard copies of the documents are stored by AA for certain years.
* Softcopies of evidences will be stored in LSC portal.

**On the Job(OJT assessment applicable):**

1. The candidate must score 60% to successfully complete the OJT.
2. Tools of Assessment that will be used for assessing whether the candidate is having desired skills and etiquette of dealing with customers, understanding needs & requirements, assessing the customer and perform Soft Skills effectively:

• Videos of Trainees during OJT

1. Assessment of each Module will ensure that the candidate is able to:

* Effective engagement with the customers
* Understand the working of various tools and equipment.

## Annexure: Acronym and Glossary

#### Acronym

|  |  |
| --- | --- |
| **Acronym** | **Description** |
| **AA** | Assessment Agency |
| **AB** | Awarding Body |
| **ISCO** | International Standard Classification of Occupations |
| **NCO** | National Classification of Occupations |
| **NCrF** | National Credit Framework |
| **NOS** | National Occupational Standard(s) |
| **NQR** | National Qualification Register |
| **NSQF** | National Skills Qualiﬁcations Framework |
| **OJT** | On the Job Training |

#### Glossary

|  |  |
| --- | --- |
| **Term** | **Description** |
| **National Occupational Standards (NOS)** | NOS define the measurable performance outcomes required from an individual engaged in a particular task. They list down what an individual performing that task should know and also do. |
| **Qualification** | A formal outcome of an assessment and validation process which is obtained when a  competent body determines that an individual has achieved learning outcomes to given standards |
| **Qualification File** | A Qualification File is a template designed to capture necessary information of a Qualification from the perspective of NSQF compliance. The Qualification File will be normally submitted by the awarding body for the qualification. |
| **Sector** | A grouping of professional activities on the basis of their main economic function, product, service or technology. |
| **Long Term Training** | Long-term skilling means any vocational training program undertaken for a year and above. <https://ncvet.gov.in/sites/default/files/NCVET.pdf> |