CONTACT DETAILS OF THE BODY SUBMITTING THE QUALIFICATION FILE

Name and address of submitting body:
Logistics Sector Skill Council

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

Name and contact details of individual dealing with the submission

Name	: Ms. Reena Murray
Position in the Organization	: Head – Standards & Quality Assurance
Address if different from above	: Same as above
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List of documents submitted in support of the Qualification File

1. Model Curriculum having indicative list of equipment, lesson plan with training duration and trainer qualification.
2. Letter from the Ministry supporting the need of the qualification.
3. Industry validations

Model Curriculum to be added which will include the following:
- Indicative list of tools/equipment to conduct the training
- Trainers' qualification
- Lesson Plan
- Distribution of training duration into theory/practical/OJT component

SUMMARY

1	Qualification Title	Transport Consolidator
2	Qualification Code, if any	LSC/Q1119
3	NCO code and occupation	NCO-2004/1226.54
4	Nature and purpose of the qualification (Please specify whether qualification is short term or long term)	Nature: Certificate course of Transport Consolidator Long term Purpose: Learners who attain this qualification are competent in land transportation operation and can get a job as Transport Consolidator to Plan and Schedule Deliveries, Verify and Consolidate Deliveries, Perform Post Consolidation Activities, Maintain Health, Safety and security measures during transport consolidation
5	Body/bodies which will award the qualification	Logistics Sector Skill Council
6	Body which will accredit providers to offer courses leading to the qualification	Logistics Sector Skill Council
7	Whether accreditation/affiliation norms are already in place or not , if applicable (if yes, attach a copy)	Yes Both accreditation and affiliation are done by LSC based on due diligence report via SIP
8	Occupation(s) to which the qualification gives access	to consolidate smaller or numerous loads/orders according to destination that pass through their station or hub into outbound trucks for final delivery.
9	Job description of the occupation	Transport Consolidators are also known as Transport Order Mergers or Consolidators. Individuals in this role typically consolidate smaller or numerous loads/ orders according to destination that pass through their station or hub into outbound trucks for final delivery.
10	Licensing requirements	NA
11	Statutory and Regulatory requirement of the relevant sector (documentary evidence to be provided)	Not applicable

12	Level of the qualification in the NSQF	4
13	Anticipated volume of training/learning required to complete the qualification	450 hours
14	Indicative list of training tools required to deliver this qualification	**For a class of 30 candidates** Teaching board – 1 Projector – 1 White board - 1 Video player or TV – 1 Printer – 1 Tracker - 1 Computer – 30 Stationaries – 30 Marker - 2 Fire extinguisher - 1 First Aid kit - 1 Safety signs - 1 SOP Charts on safety norms and drills - 1 Charts of Do's and Don'ts - 1 MS Office – 1 MHE – 1 GPS tracker – 1 PPEs – 10
15	Entry requirements and/or recommendations and minimum age	11th grade pass or Completed 1st year of 3-year diploma (after 10th) and pursuing regular diploma or 10th grade pass plus 1-year NTC/ NAC + No Experience required or 8th grade pass plus 2-year NTC + 1 Year NAC or 8th pass plus 1-year NTC + 1-Year NAC plus CITS + No Experience required or 10th grade pass and pursuing continuous schooling + No Experience required or 10th Grade Pass + 2 year relevant experience or Previous relevant Qualification of NSQF Level 3.0 with minimum education as 5th Grade pass + 2 year relevant experience or Previous relevant Qualification of NSQF Level 3.5 + 1 year relevant experience, with minimum age of 18 years completed.

16	Progression from the qualification (Please show Professional and academic progression)	Land Transportation Supervisor.		
17	Arrangements for the Recognition of Prior learning (RPL)	LSC currently undertakes RPL through the following modes – 1. The companies outreach to LSC regarding their requirement for RPL. LSC arranges for a trainer or a training agency to conduct the RPL programme post which, LSC will conduct assessment and provide certification for the same 2. The training centres run RPL courses in coordination with industry and companies and post the course, LSC will conduct assessment and certification 3. The companies reach out to LSC regarding RPL requirements. They conduct their own training as per the RPL requirements and post training LSC reviews the program, assessing the trained candidates and provides certification. 4. LSC has developed an online RPL assessment application which will be MCQ based test and VIVA video submission.		
18	International comparability where known (research evidence to be provided)	Under Study		
19	Date of planned review of the qualification.	27th January 2025		
20	Formal structure of the qualification			
	Title of unit or other component	**Mandatory/ Optional**	**Estimated size (learning hours)**	**Level**
A	**Mandatory components**			
	Introduction	Mandatory	30	4

	LSC/N1114: Plan and Schedule Deliveries	Mandatory	90	4
	LSC/N1115: Verify and Consolidate Deliveries	Mandatory	90	4
	LSC/N1116: Perform Post Consolidation Activities	Mandatory	90	4
	LSC/N1127: Maintain Health, Safety and security measures during transport consolidation	Mandatory	90	4
	Employability Skills	Mandatory	60	4
	Sub Total (A)		**450 Hrs**	
B	**Optional/ elective component**			
	NA			
	Subtotal B			
	Total (A+B)		**450 Hrs**	

SECTION 1
ASSESSMENT

21	**Body/Bodies which will carry out assessment:** All the empanelled assessment agency will do the assessment
22	**How will RPL assessment be managed and who will carry it out?** RPL courses would be conducted based on the demand and requirement of industry as and when they approach LSC. There are four ways of conducting RPL assessments - 1. The companies outreach to LSC regarding their requirement for RPL. LSC arranges for a trainer or a training agency to conduct the RPL programme post which, LSC will conduct assessment and provide certification for the same 2. The training centres run RPL courses in coordination with industry and companies and post the course, LSC will conduct assessment and certification 3. The companies reach out to LSC regarding RPL requirements. They conduct their own training as per the RPL requirements and post training LSC reviews the program, assessing the trained candidates and provides certification 4. LSC has developed an online RPL assessment application which will be MCQ based test and VIVA video submission.

23	**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.**
	LSC has ensured to have a valid, consistent and fair show of assessments by having an assessment policy and process in place and LSC has also set the minimum qualification and experience criteria.

Assessment policy of LSC

1) All the assessments have to be carried out based on the criteria code set by LSC in qualification packs.

2) Qualification and experience have to be set for the assessors.

3) LSC will insist the assessment body to hire honest and fair assessors with relevant experience prescribed by LSC.

4) Assessment bodies will strictly stick to the norms prescribed by LSC when conducting assessments.

5) Assessment schedules have to strictly adhere to as agreed in advance by assessment body and LSC.

6) Reporting of MIS by the assessment body to LSC has to be with in the agreed time lines.

7) Assessment bodies have to ensure that assessments are conducted in a fair and honest manner

8) Any negative remark on the assessor or assessment body if proven will be black listed by LSC

9) Assessment tools should be designed to test both practical skills and theoretical knowledge.

10) Parameters for assessing student's abilities or understanding should be aligned to the relevant competencies that are expected to be acquired at the end of the training.

11) Expected standards of performance for each competency should be clearly defined and Student's performance assessed against these standards.

12) Questionnaires/ test papers should be as objective as possible (restrict use of open-ended questions to the minimum) such as multiple-choice questions, yes/no or True / False types based on blue print.

13) Questions framed as per blueprint and without ambiguity by SMEs.

14) All assessments should be scored carefully and a log of all scores for every candidate Maintained.

15) Hard copies and soft copies of assessment forms and scores should be maintained and be readily available for any audit by LSC / NSDC or third party

Assessment strategy:

Assessment process to be adhered by assessment bodies and LSC

1) Logistics Sector Skill Council to inform the assessment body on assessment details at least 2 weeks in advance

2) Assessment body to appoint an assessor for the assessment details shared by Logistics Sector Skill Council and inform the assessor details to Logistics Sector Skill Council at least 1 week in advance from the date of assessment.

3) Assessment bodies to design the question paper for theory, practical & viva as per blueprint and submit to logistics sector skill council while empanelment of AA.

4) Logistics Sector Skill Council to approve the Question banks within 7 days from submission.

5) Assessment bodies to ensure that the assessor reaches the assessment location at least before 1 hour in advance from the time of assessment.

6) Assessor to start the assessment exactly on the time instructed by Logistics Sector Skill Council.

7) Assessor to verify the candidates with any valid Govt. id preferably Aadhar and also collect a copy of ID proof produced by the candidate.

8) Assessor to record all the evidence as per assessment protocol of Logistics Sector Skill Council

9) Assessment bodies to submit the result to logistics sector skill council within 3 days of time from the date of assessment through LSC MIS portal.

10) Assessment bodies to submit the result in Skill India Portal within 2 days of time from the date of LSC approval in LSC MIS portal.

11) Assessment body to maintain hard and soft copies of assessment sheets and produce to Logistics Skills Council on demand.

12) 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.

13) In case of unsuccessful completion, the trainee may seek Re-assessment on the QP.

2. **ASSESSORS – Eligible assessors will get certification through TOA programme with 2 years validity**

The eligibility of assessors for "Job role – Transport Consolidator" are as follows:

- **Any degree**
- **2 years of industrial experience**

3. ELIGIBILITY TO APPEAR IN THE EXAM:

Minimum Educational Qualification:

11th grade pass

or Completed 1st year of 3-year diploma (after 10th) and pursuing regular diploma

or 10th grade pass plus 1-year NTC/ NAC + No Experience required

or 8th grade pass plus 2-year NTC + 1 Year NAC

or 8th pass plus 1-year NTC + 1-Year NAC plus CITS + No Experience required

or 10th grade pass and pursuing continuous schooling + No Experience required

or 10th Grade Pass + 2 year relevant experience

or Previous relevant Qualification of NSQF Level 3.0 with minimum education as 5th Grade pass + 2 year relevant experience
or Previous relevant Qualification of NSQF Level 3.5 + 1 year relevant experience, with minimum age of 18 years completed.

4. MARKING SCHEME:

Sr. No.	Method of Assessments	Weightage (Max. marks)	
1	Theory	30%	
2	Practical	70%	
	Total	**100**	

5. PASSING MARKS: Every trainee should score minimum 70%

6. RESULTS AND CERTIFICATION: Logistics Sector Skill Council

Please attach most relevant and recent documents giving further information about assessment and/or RPL.

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

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.

24. Assessment evidences

1. LSC have created 16 points check list to collect on the day of assessment.

2. Assessment agencies must ensure to collect all the evidence without fail.

3. Training Partner must cooperate on collecting assessment evidence.

4. Candidates must present with their original Aadhaar's and alternative id proof which is having clear face picture on the day of assessment.

5. Assessment agency must submit all the collected evidence through LSC MIS portal.

Title of Component:

Outcomes to be assessed/NOSs to be assesed	Assessment criteria for the outcome
1. LSC/N1114: Plan and Schedule Deliveries	To be competent, the user/ individual on the job must be able to: 1. 1 obtain the schedule for trucks due to arrive for the day at the hub/consolidation station 1. 2 note capacities of each truck and the available capacity based on load 1. 3 obtain list of orders that are to be routed from current hub/consolidation station 1. 4 note various locations to which deliveries are to be sent which are carried by the arrival trucks 1. 5 obtain list of trucks available for outbound deliveries and their capacities 1. 6 analyze delivery costs/transport costs for all orders 1. 7 prepare budget for scheduled deliveries 1. 8 determine optimal routes for trucks based on final destination for deliveries 1. 9 determine carrier truck for each order/load based on capacity and destination of the out bound truck 1. 10 prepare detailed schedule and delivery plan for all the trucks scheduled to depart the same day/next day 1. 11 prepare chart for consolidating incoming loads into the respective trucks for delivery 1. 12 coordinate with transport coordinator and warehouse in-charge to ensure truck consolidation plan is as per original shipment plan
2. LSC/N1115: Verify and Consolidate Deliveries	To be competent, the user/ individual on the job must be able to: 2. 1 refer to arrival schedule and verify all trucks are on-time 2. 2 note any delays in arrivals and update schedule accordingly

	2. 3	obtain verifications from unloading/loading supervisors on various loads
	2. 4	check for any errors/damages in goods and report the same to manager or head office
	2. 5	check goods for any hazardous material and follow appropriate handling techniques if required
	2. 6	consult with driver on costs incurred on trip so far and verify the costs against the analyzed budget
	2. 7	in case of deviation from anticipated costs, re-assess delivery routes and truck loads to ensure optimal utilization of resources
	2. 8	once orders are verified, finalize the delivery plan prepared
	2. 9	based on chart/delivery plan prepared, instruct loaders / loading supervisor on moving various loads to respective truck for final delivery
	2. 10	ensure orders are consolidated as per capacity and destination as outlined in the prepared schedule
	2. 11	instruct drivers on destinations for deliveries as per schedule and clarify any queries or on the job challenges faced
	2. 12	coordinate with head office to ensure all necessary documentation is available with the truck driver
	2. 13	if there are any discrepancies, have them resolved with the head office/hub manager
	2. 14	in case of orders/deliveries that are delayed due to late arrival of remaining orders, report to head office and follow instructions given
	2. 15	in case of orders/deliveries that are delayed due to pending orders/underutilization of vehicle capacity, report to head office and follow instructions given
3. LSC/N1116: Perform Post Consolidation Activities	To be competent, the user/ individual on the job must be able to:	
	3.1	Update all deliveries that have been successfully sent with outbound trucks and log in their estimated dates of delivery as per schedule

	3.2	Record any delays or pending deliveries' details and reasons for delay
	3.3	Update tracking information for each order so that it can be tracked by the consignment tracking executive
	3.4	Note any common issues faced by most trucks In order to identify possible solutions
	3.5	Report to head office on status of deliveries
	3.6	Report any issues faced with respect to damaged goods, instructing drivers or any unforeseen circumstance
	3.7	Report to client/destination warehouse on approximate expected time and date of deliveries if required
	3.8	Prepare reports on the trend in delivery costs, driver stipends etc.
4. LSC/N1127: Maintain Health, Safety and Security Measures during transport consolidation	To be competent, the user/ individual on the job must be able to:
	4.1	follow Material Safety Data Sheet (MSDS) and other security procedures as per company policy
	4.2	follow all precautionary data handling procedures
	4.3	maintain clean work table area.
	4.4	ensure data privacy and independence in all dealings
	4.5	in case of signs of any emergency situation or accident or breach of safety immediately follow organizational protocol to deploy action
	4.6	identify reasons for occurrence of incident
	4.7	capture reasons and response/action taken into incident report/note to manager
	4.8	report any deviations from standard protocol along with reasons (if any)
	4.9	visually inspect the activity area and equipment for appropriate and safe condition

Employability Skills (60 hours)

S. No	Module Name	Duration (hours)	Assessment Marks
1.	Introduction to Employability Skills	1.5	2
2.	Constitutional values - Citizenship	1.5	2
3.	Becoming a Professional in the 21st Century	2.5	6
4.	Basic English Skills	10	6
5.	Career Development & Goal Setting	2	3
6.	Communication Skills	5	4
7.	Diversity & Inclusion	2.5	2
8.	Financial and Legal Literacy	5	5
9.	Essential Digital Skills	10	8
10.	Entrepreneurship	7	4
11.	Customer Service	5	3
12.	Getting Ready for Apprenticeship & Jobs	8	5
	Total	**60**	**50**

SECTION 2
25. EVIDENCE OF LEVEL
OPTION A

Title/Name of qualification/component: Enter the title here number			Level: Add level
NSQF Domain	**Outcomes of the Qualification/Component**	**How the outcomes relates to the NSQF level descriptors**	**NSQF Level**
Process			
Professional knowledge			
Professional skill			
Core skill			
Responsibility			

Option B:

Title/Name of qualification/component: Transport Consolidator (NSQF – 4)			
NSQF Domain	**Outcomes of the Qualification/Component**	**How the job role relates to the NSQF level descriptors**	**NSQF Level**
Process	The individual in the job requires to: • make calculations on available capacity in each truck and destination details which will be situation of his/her clear choice. • verify all trucks are on-time and coordinate with hub / station for consolidation of consignments	The process is based on the schedule received from supervisor on daily shipment details, truck schedule from transport coordinator and consignment arrival to the hub / station from various locations. Based on the available information for scheduling deliveries make calculations on available capacity in each truck and destination details which will be situation of his/her clear choice. Analyze each consignment order ready for the day delivery and coordinate with the transport coordinator for truck availability on the day schedule. From the arrival schedule verify all trucks are on-time and coordinate with hub / station for consolidation of consignments which falls on enroute with same category and classification of products is predictable and routine in nature.	**4**

Professional knowledge	S/he would have knowledge of • processes involved with inbound and outbound transport, geographical distances to different destination • methods for consolidating orders based on type, size, destination etc.	The job holder has to have knowledge on processes involved with inbound and outbound transport, geographical distances to different destination within city state / country, technical details such as types of products like hazardous, fragile, etc., required while consolidating orders, pricing strategies in the market for transport and use the computer for electronic documentation of information. S/he has to be aware on methods for consolidating orders based on type, size, destination etc., possible common challenges and solutions for consolidating orders (delays, low capacity utilization etc.). S/he has to know all relevant safety and security procedures practiced within the organization and during transit.	**4**
Professional skill	Recall and demonstrate the ability to • analyze costs (delivery, truck, time bound) to determine optimum costing • plan and execute to re-assess schedule in case of delays/additional orders.	The job holder has to have the ability to analyze costs (delivery, truck, time bound) to determine optimum costing for final deliveries, assess the type of truck required for a particular load/destination. S/he has to plan and execute to re-assess schedule in case of delays/additional orders. S/he has to focus on customer centricity by preparing schedules keeping in mind customer's time lines and any special instructions from the head office. Coordination with the hub/station for consolidation on daily basis is routine and repetitive in narrow range of application. S/he can use the quality concepts while consolidating the shipments by integrating it with various routes on destination deliveries for optimal utilization.	**4**

Core skill	• communicate effectively with manager, peers and other employees • read and understand instructions from the SOP, drivers' documentation etc. • basic arithmetic skills	The job holder communicates and seeks instruction from the supervisor, with peers and other staffs at the hub / station to coordinate for consolidation. S/he has to read and understand the instructions from the SOP, drivers' documentation, checklists, order lists etc. S/he has to prepare written delivery schedule and charts, fill out forms, inspection checklists pertaining to the customer consignments and detailed reports for management. S/he has to be aware of basic arithmetic for calculating the optimal route utilization and consolidating the shipments in hubs / stations.	**4**
Responsibility	The individual is responsible for • his/her own work to consolidate smaller or numerous loads/orders according to destination • verifying orders on incoming trucks for arrival schedule and consolidate deliveries based on delivery plan.	The job holder is responsible for his/her own work to consolidate smaller or numerous loads/orders according to destination that pass through their station or hub into outbound trucks for final delivery. S/he has to obtain information on scheduling deliveries and prepare delivery plan with a detailed schedule by determining optimal routes for trucks based on final destinations for deliveries under shift-in-charge supervision. S/he has to verify orders on incoming trucks for arrival schedule and consolidate deliveries based on delivery plan. S/he has to update all deliveries that have been successfully sent with outbound trucks and log in their estimated dates of delivery as per schedule and report to head office on status of deliveries.	**4**

SECTION 3
EVIDENCE OF NEED

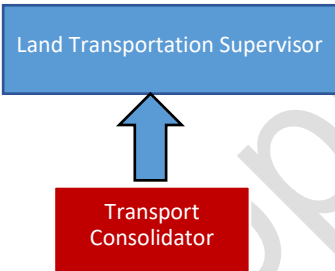| 26	Estimated uptake of Qualification? Basis	What evidence is there that the qualification is needed? What is this qualification and what is the basis of this? (Applicable for SSCs)
	Need for the qualification	While collecting data from the companies for the occupational map, we also took feedback from industry players regarding the skill gap that they foresee and select areas where the requirement is immediate and or expected to come in near future for which qualification packs development, was to be prioritized. This was largely based on volume of people required, quantitative and qualitative shortfall which the Industry feels they face. Governing council of LSC gave final approval and endorsement for the same. The same are also indicated in various skill studies conducted for the logistic sector – 1. Skill requirement in logistics sector https://drive.google.com/file/d/0B5rqF9xqytDIUlF4WEtyWXJBblE/view?usp=sharing
	Industry Relevance	As part of the exercise for development of qualification pack and Q-file, LSC interacted with industry bodies, select companies and collected validation from industry players employing people for this job role in the sub-sector. The details of the industry interaction and validation collected have been shared as a separate folder along with the Q file.
	Usage of the qualification	The information related to past uptake performance of previous QPs related to land transportation sector at level 3 and level 4 job roles is not available in the public domain. Hence, the uptake for this qualification cannot be assessed from their uptake. Also, the QPs have been in the system for only about a year.
	Estimated uptake	Skills Gap Analysis Reports for industry demand and secondary research data, though these do not lead to accurate demand projection. The link to NSDC Human Resource & Skills Requirement in Logistics Sector is https://drive.google.com/file/d/0B5rqF9xqytDIUlF4WEtyWXJBblE/view?usp=sharing

27	**Recommendation from the concerned Line Ministry of the Government/Regulatory body. To be supported by documentary evidence** Letter had been sent to Line Ministry via email seeking approval on 21st August 2021.
28	**What steps were taken to ensure that the qualification(s) does (do) not duplicate already existing or planned qualifications in the NSQF? Give justification for presenting a duplicate qualification** NCVET list of Approved and Under-Development QPs was checked prior to commissioning the work
29	**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? Specify the review process here** - Qualification that has been developed would be valid for 3 years from the date of upload in NQR. - Periodical interaction with the training partners to gather feedback in implementation. - Employer feedback will be sought post-placement on performance and training standards

Please attach most relevant and recent 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

30	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? *Show the career map here to reflect the clear progression* Occupational and career maps indicating horizontal and vertical mobility have been created and are being used. Occupational Map: Refer annexure - LSC_Occupational Mapping and Career Progression chart (given as supporting document) Career Progression:

Please attach most relevant and recent 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.