

QUALIFICATION FILE

Assistant Interior Designer

☒ 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 ☐ OEM

NCrF/NSQF Level: 4.5

Submitted By:

Furniture and Fittings Sector Skill Council

Chief Executive Officer

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Section 1: Basic Details

1.	Qualification Name	Assistant Interior Designer																																					
2.	Sector/s	Interiors, Furniture and Fixtures																																					
3.	Type of Qualification: ☐ New ☒ Revised ☒ Has Electives ☐ OEM	NQR Code & version of existing qualification: 2022/WC/FFSC/06703	Qualification Name of existing version: Assistant Interior Designer (FFS/Q0203, V2.0)																																				
4.	National Qualification Register (NQR) Code &Version	QG-4.5-WC-00825-2023-V2-FFSC	5. NCrF/NSQF Level: 4.5																																				
6.	Award (Certificate/ Diploma/ Advance Diploma/ Any Other)	Certificate																																					
7.	Brief Description of the Qualification	The Assistant Interior Designer plays the role of assisting in client interactions and supervising the site survey. The person is responsible for reading and interpreting blueprints, drawings and assisting in developing designs, concepts, mood boards and presentations. The individual will perform sketching, drawing, rendering, material calculations for the project and also assist in project execution, supervision and handover.																																					
8.	Eligibility Criteria for Entry for Student/ Trainee/ Learner/ Employee	a. Entry Qualification & Relevant Experience: <table border="1"> <thead> <tr> <th>S. No.</th> <th>Academic/Skill Qualification</th> <th>Required Experience</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Completed 1st year of 3-year/ 4-years UG</td> <td>NA</td> </tr> <tr> <td>2</td> <td>Pursuing 1st year of 3-year/ 4-years UG and continuing education</td> <td>NA</td> </tr> <tr> <td>3</td> <td>Pursuing 3rd year of 3-year diploma after Grade 10 and continuing education</td> <td>NA</td> </tr> <tr> <td>4</td> <td>Completed 3-year diploma after Grade 10</td> <td>NA</td> </tr> <tr> <td>5</td> <td>Completed 1st year of 2-year diploma after Grade 12</td> <td>NA</td> </tr> <tr> <td>6</td> <td>Pursuing 2nd year of 2- year diploma after Grade 12 and continuing education</td> <td>NA</td> </tr> <tr> <td>7</td> <td>Grade 12 Pass</td> <td>1 Year of relevant work experience</td> </tr> <tr> <td>8</td> <td>Grade 10 pass with 2 years of any combination of NTC/NAC/CITS or equivalent</td> <td>1 Year of relevant work experience</td> </tr> <tr> <td>9</td> <td>Grade 10 pass</td> <td>3 years of relevant work experience</td> </tr> <tr> <td>10</td> <td>Previous relevant Qualification of NSQF Level 4.0 (Draughtsperson (Interior Design))</td> <td>1.5 years of relevant experience</td> </tr> <tr> <td>11</td> <td>Previous relevant Qualification of NSQF Level 3.0 (Multipurpose Draughtsperson)</td> <td>3 years of relevant experience</td> </tr> </tbody> </table> b. Age: 16 years (minimum)		S. No.	Academic/Skill Qualification	Required Experience	1	Completed 1 st year of 3-year/ 4-years UG	NA	2	Pursuing 1 st year of 3-year/ 4-years UG and continuing education	NA	3	Pursuing 3 rd year of 3-year diploma after Grade 10 and continuing education	NA	4	Completed 3-year diploma after Grade 10	NA	5	Completed 1 st year of 2-year diploma after Grade 12	NA	6	Pursuing 2 nd year of 2- year diploma after Grade 12 and continuing education	NA	7	Grade 12 Pass	1 Year of relevant work experience	8	Grade 10 pass with 2 years of any combination of NTC/NAC/CITS or equivalent	1 Year of relevant work experience	9	Grade 10 pass	3 years of relevant work experience	10	Previous relevant Qualification of NSQF Level 4.0 (Draughtsperson (Interior Design))	1.5 years of relevant experience	11	Previous relevant Qualification of NSQF Level 3.0 (Multipurpose Draughtsperson)	3 years of relevant experience
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9.	Credits Assigned to this Qualification, Subject to Assessment	52	10. Common Cost Norm Category (I/II/III): II																																				

11.	Any Licensing requirements for Undertaking Training on This Qualification	Not Applicable					
12.	Training Duration by Modes of Training Delivery	☐ Offline ☐ Online ☒ Blended					
		Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)
		Classroom (offline)	252	594	540	0	1386
		Online	108	66	0	0	174
13.	Aligned to NCO/ISCO Code/s	NCO-2015/3432.0100					
14.	Progression path after attaining the qualification	Professional Progression (Vertical): Interior Designer (NSQF Level 5) The occupational map is attached as an annexure which shows the professional progression. Academic Progression (Vertical): Courses on Interior Design at NSQF Level 5 (PG/Diploma/Ad. Diploma Courses)					
15.	Other Indian languages in which the Qualification & Model Curriculum are being submitted	Hindi					
16.	Is similar Qualification(s) available on NQR-if yes, justification for this qualification	☐ Yes ☒ No URLs of similar Qualifications:					
17.	Is the Job Role Amenable to Persons with Disability	☒ Yes ☐ No If “Yes”, specify applicable type of Disability: • Acid Attack Victims • Speech and Language Disability • Locomotor Disability					
18.	How Participation of Women will be Encouraged	Offering specialized training programs that cater specifically to women interested in the field. These programs can cover essential skills such as space planning, color coordination, furniture arrangement, and design principles. Additionally, providing mentorship opportunities where experienced interior designers can guide and support aspiring female assistants can be highly beneficial. This mentorship can involve hands-on training, feedback sessions, and knowledge sharing to enhance their skill development. Furthermore, organizing workshops and practical sessions that focus on honing technical skills, such as CAD software proficiency, drafting techniques, and material selection, can equip women with the necessary expertise to excel in assistant interior design roles. Lastly, promoting continuous learning through online courses, webinars, and industry conferences can ensure women stay updated with the latest trends, techniques, and innovations in the field of interior design, thus enhancing their skills and confidence.					

19.	Are Greening/ Environment Sustainability Aspects Covered	☒ Yes ☐ No Covered under the NOS: FFS/N8207 – Supervise health and safety protocols for project designing at the workplace Module Name: Material conservation and resources optimization	
20.	Is Qualification Suitable to be Offered in Schools/Colleges	Schools ☒ Yes ☐ No Colleges ☒ Yes ☐ No Engineering colleges: This course can also be offered to colleges as a precursor to previous NSQF qualifications in the case of the existing framework where these courses are not pursued in schools currently	
21.	Name and Contact Details of Submitting / Awarding Body SPOC	Name: Mr. Rahul Mehta Email: ceo@ffsc.in Contact No.: +91 124 4513900 Website: ffsc.in	
22.	Final Approval Date by NSQC: 31/08/2023	23. Validity Duration: 3 years	24. 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	Core/ Non-Core	NCrF/ NSQF Level	Credit as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weig . (%)
1	Bridge Module 1	Version No. 3	Core	4.5	1	18	12	0	0	30	NA	NA	NA	NA	NA	NA
2	Assist in client servicing and on-site supervision during survey/recce	NOS Code: FFS/N0210 Version No. 3	Core	4.5	3	30	60	0	0	90	20	52	23	5	100	10

3	Assist in the development of interior concepts and designs	NOS Code: FFS/N0211 Version No. 3	Core	4.5	3	30	60	0	0	90	15	60	20	5	100	15
4	Assist in execution and monitoring of the interior design project	NOS Code: FFS/N0212 Version No. 3	Core	4.5	3	30	60	0	0	90	20	55	20	5	100	15
5	Assist in the procurement process and on-site installation	NOS Code: FFS/N0213 Version No. 3	Core	4.5	3	30	60	0	0	90	27	48	20	5	100	15
6	Supervise health and safety protocols for project designing at the workplace	NOS Code: FFS/N8207 Version No. 3	Non-Core	5	1	12	18	0	0	30	12	61	27	0	100	10
7	Employability Skills (60 Hours)	NOS Code: DGT/VSQ/N010 2 Version No. 1	Non-Core	4	2	30	30	0	0	60	20	30	0	0	50	10
Duration (in Hours) / Total Marks					16	180	300	0	0	480	114	306	110	20	550	75

Electives:

S. No	NOS/Module Name	NOS/Module Code & Version	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	Weight (%)
1	Assist in preparation and execution of interior design concepts/plans for residence projects	NOS Code: FFS/N0214 Version No. 3	Core	4.5	6	30	60	90	0	180	10	50	40	0	100	25
2	Assist in preparation and execution of interior design concepts/plans for kitchen projects	NOS Code: FFS/N0215 Version No. 3	Core	4.5	6	30	60	90	0	180	10	50	40	0	100	25

3	Assist in preparation and execution of interior design concepts/plans for commercial projects	NOS Code: FFS/N0216 Version No. 3	Core	4.5	6	30	60	90	0	180	10	50	40	0	100	25
4	Assist in preparation and execution of interior design concepts/plans for hospitality projects	NOS Code: FFS/N0217 Version No. 3	Core	4.5	6	30	60	90	0	180	10	50	40	0	100	25
5	Assist in preparation and execution of interior design concepts/plans for academic institutions projects	NOS Code: FFS/N0218 Version No. 3	Core	4.5	6	30	60	90	0	180	10	50	40	0	100	25
6	Assist in preparation and execution of interior design concepts/plans for retail fitout and exhibition projects	NOS Code: FFS/N0219 Version No. 3	Core	4.5	6	30	60	90	0	180	10	50	40	0	100	25
Duration (in Hours) / Total Marks					36	180	360	540	0	1080	60	300	240	0	600	25

Assessment - Minimum Qualifying PercentagePlease 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

1.	Trainer's Qualification and experience in the relevant sector (in years)	A trainer should be eligible in any of below mentioned categories: Scenario 1: Graduate ○ Engineering (Civil, Mechanical), Architecture, Interior Design, Furniture Designing/Manufacturing or Any other Discipline with 5 years' relevant experience (Industry) ○ Preferred: • 1-year experience (Teaching) • Additional Certification related to specialization in architecture or interior design sector (Software like AutoCAD, etc.), Communication Skills. Scenario 2: I.T.I ○ Interior Designing/Architectural Drafting with 6 years' relevant experience (Industry) ○ Preferable: • 1 year experience (Teaching). • Additional Certification related to specialization in architecture or interior design sector (Software like AutoCAD, etc.), Communication Skills Scenario 3: Diploma ○ Interior Designing/Architectural Drafting with 6 years' relevant experience (Industry) ○ Preferable: • 1 year experience (Teaching) • Additional Certification related to specialization in architecture or interior design sector (Software like AutoCAD, etc.), Communication Skills. Scenario 4: Certificate-NSQF a. NSQF Level 4.5-Assistant Interior Designer (FFS/Q0203) with 4 years' relevant experience (Industry), • Required: ○ Work Experience and Recommendation letter from Employer, Certificates of Training from companies • Preferable: ○ 1 year experience (Teaching) ○ Additional Certification related to specialization in architecture or interior design sector (Software like AutoCAD, etc.), Communication Skills. b. NSQF Level 5- Interior Designer (FFS/Q0204) or above with 3 years' relevant experience (Industry) • Required: ○ Work Experience and Recommendation letter from Employer, Certificates of Training from companies • Preferable: ○ 1 year experience (Teaching)
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		○ Additional Certification related to specialization in architecture or interior design sector (Software like AutoCAD, etc.), Communication Skills.
2.	Master Trainer's Qualification and experience in the relevant sector (in years)	Graduate (In any field) with minimum 5 years of relevant experience
3.	Tools and Equipment Required for Training	☒ Yes ☐ No The detailed tools list is attached in Annexure 2
4.	In Case of Revised Qualification, Details of Any Upskilling Required for Trainer	This qualification is revised based on the NCrF framework with the compulsory module of employability skills. The candidates can enroll into a 3-day workshop to upskill themselves based on the new components of the revised qualification and get the desired certifications done.

Section 4: Assessment Related

1.	Assessor's Qualification and experience in relevant sector (in years)	An Assessor should be eligible in any of below mentioned categories: Scenario 1: Graduate Scenario 1: Graduate ○ Engineering (Civil, Mechanical), Architecture, Interior Design, Furniture Designing/Manufacturing or Any other Discipline with 5 years' relevant experience (Industry) ○ Preferred: • 1-year experience (Teaching) • Additional Certification related to specialization in architecture or interior design sector (Software like AutoCAD, etc.), Communication Skills. Scenario 2: I.T.I ○ Interior Designing/Architectural Drafting with 6 years' relevant experience (Industry) ○ Preferable: • 1 year experience (Teaching). • Additional Certification related to specialization in architecture or interior design sector (Software like AutoCAD, etc.), Communication Skills Scenario 3: Diploma ○ Interior Designing/Architectural Drafting with 6 years' relevant experience (Industry) ○ Preferable: • 1 year experience (Teaching)
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		- Additional Certification related to specialization in architecture or interior design sector (Software like AutoCAD, etc.), Communication Skills. Scenario 4: Certificate-NSQF c. NSQF Level 4.5-Assistant Interior Designer (FFS/Q0203) with 4 years' relevant experience (Industry), - Required: - Work Experience and Recommendation letter from Employer, Certificates of Training from companies - Preferable: 1 year experience (Teaching) - Additional Certification related to specialization in architecture or interior design sector (Software like AutoCAD, etc.), Communication Skills. d. NSQF Level 5- Interior Designer (FFS/Q0204) or above with 3 years' relevant experience (Industry) - Required: - Work Experience and Recommendation letter from Employer, Certificates of Training from companies - Preferable: 1 year experience (Teaching) - Additional Certification related to specialization in architecture or interior design sector (Software like AutoCAD, etc.), Communication Skills.
2.	Proctor's Qualification and experience in relevant sector (in years)	Graduate (In any field) with minimum 3 years of relevant experience
3.	Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years)	Graduate (In any field) with minimum 5 years of relevant experience
4.	Assessment Mode	Components might be Online, Offline, or Blended, depending on the location where the evaluation is being carried out.
5.	Tools and Equipment Required for Assessment	☒ Same as for training ☐ Yes ☐ No

Section 5: Evidence of the need for the Qualification

1.	Latest Skill Gap Study (not older than 2 years) (Yes/No): No FFSC had conducted the research, analysis, and assessment of the skill gaps in the Interiors, Furniture, and Allied sectors. The report was published in year 2016 and is valid up to 2025 providing a comprehensive analysis of skill gaps and manpower requirement in specific occupations and job role categories. The report can be accessed through Link: Click here Along with this, FFSC has also developed its own indigenous LMS portal- FFSC T:AJ. FFSC T:AJ is a one-stop solution for skilled manpower for interiors, furniture, and allied industries. The job portal is customized per the industry's Occupation Map (OM) to facilitate properly aggregating job and apprenticeship opportunities. The portal offers unique features for employers and candidates to provide the ideal solution for demand aggregation and supply matching. It also facilitates the identification of skill gap and requirement in the industry and relevant sectors on periodic intervals. FFSC T:AJ can be assessed through: https://ffsctaj.in/
2.	Latest Market Research Reports or any other source (not older than 2 years) (Yes/No): Yes The following key research documents are available in the public domain: 1. Strategic Roadmap for Furniture Sector of India by IKEA (Link for Report) 2. India – Potential as a Global Furniture Hub by BCG (Link for Report)
3.	Government /Industry initiatives/ requirement (Yes/No): Yes The Indian Interiors, Furniture, and Fittings industry is a rapidly growing sector of the country's economy. In 2018, the Government of India recognized the furniture industry as a 'Champion Sector', leading to an increase in its import and exports to promote the sector further. To capitalize on this, the government is creating furniture hubs within certain locations within the country to cater to the local customer base. Demand within the industry has increased significantly, with trends going along the lines of stylish fixtures with minimalist designs, amongst other customizations. Improvements in the quality of these goods, its universal accessibility, and upgradation in the industry standards will only further boost the demand within the sector. Organic materials like wood and new, aesthetically more diverse, and adjustable materials like cement, corrugated cardboard, and concrete have also emerged in the Indian market recently to stay in alignment with redesigned trends. In order to secure good growth within the sector, there is a need to train and teach traditional carpenters and designers and cater to meeting specific occupational standards to improve the quality of the product the industry provides. Also, to promote future skills within the industry, FFSC has been developing job role-specific standards to skill, upskill and re-skill the workforce in the industry. Apart from this, Indigenous Center for Excellence are being set up throughout India to boost entrepreneurship opportunities. This also provides more access to job seekers, especially women, to get wage employment.
4.	Number of Industry validation provided: 33 (Details in Annexure 3)
5.	Estimated nos. of persons to be trained and employed: Refer to Annexure 4
6.	Evidence of Concurrence/Consultation with Line Ministry/State Departments: Yes, the Line ministry concurrence was received during approval process.

Section 6: Annexure & Supporting Documents Check List

1.	Annexure: NCrf/NSQF level justification based on NCrf level/NSQF descriptors	Refer to Annexure 1
2.	Annexure: List of tools and equipment relevant for qualification	Refer to Annexure 2
3.	Annexure: Industry Validations Summary	Refer to Annexure 3
4.	Annexure: Training and Employment Details	Refer to Annexure 4
5.	Annexure: Blended Learning	Refer to Annexure 5
6.	Annexure: Detailed Assessment Criteria	Refer to Annexure 6
7.	Annexure: Assessment Strategy	Refer to Annexure 7
8.	Annexure: Multiple Entry-Exit Details	<i>Not Applicable</i>
9.	Annexure: Acronym and Glossary	Refer to Annexure 8
10.	Supporting Document: Model Curriculum	Attached as a separate document in the Qualification Approval Docket
11.	Supporting Document: Career Progression	Attached as a separate document in the Qualification Approval Docket
12.	Supporting Document: Occupational Map	Attached as a separate document in the Qualification Approval Docket
13.	Supporting Document: Assessment SOP	Attached as a separate document in the Qualification Approval Docket

Annexure 1: 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	Following are the few processes wise key requirements of the job role: - Assist in client servicing and on-site supervision during survey/recce. - Assist in the development of interior concepts and designs. - Assist in execution and monitoring of the interior design project. - Assist in the procurement process and on-site installation.	As mentioned in the key requirements, the person carries out the different tasks repetitively on a routine basis. The tasks are predictable in nature. The job requirements match with the NSQF level 4.5 descriptor. Hence the level is pegged at 4.5.	4.5
Professional and Technical Skills/ Expertise	Following are the few professional knowledge requirements of the job role: - The process of conducting site survey/recce using relevant tools and equipment. - About different materials, tools and hardware, terminology, pictorial representation, symbols etc. in interior designing. - Basics of preparing and interpreting 2D/ 3D drawings related to architectural drawings and specifications. - About the usage of color wheel in the designing process. - The basics of preparing mood boards, presentations, client approvals and signoff documentation, etc. - Basics of technicality in the construction process affecting interior designing. - Health, safety norms at workplace. - Waste disposal procedures and guidelines. - Employability and Communication skills. - Gender inclusive practices at the worksite.	According to the key requirements, the person the person should have knowledge about basic facts, process and principle applied in the job role. The job requirements match with the NSQF level 4.5 descriptor. Hence, the level 4.5 is kept as 4.5	4.5
Employment Readiness & Entrepreneurship	Following are the few professional skills required for the job role: Plan and prioritize the work based on the instructions received.	The person demonstrates his/ her practical skills, which are routine and repetitive in a narrow range of applications.	4.5

Skills & Mind-set/Professional Skill	- Identify and assess client requirements. - Interpret site layout and blueprints. - Perform site survey/ recce. - Analyze the worksite based on health and safety protocols, scope of work, etc. - Conduct market research and design deliberations. - Perform project planning and budgeting with supervisor instructions. - Develop mood boards, 3D models, design presentations, etc.	The job requirements match with the NSQF level 4.5 descriptor. Hence, the level 4.5 is kept as 4.5	
Broad Learning Outcomes/Core Skill	The job role demands that the person should be able to understand and possess the skills such as: - Ability to operate designing software's like AutoCAD, 3DS MAX, REVIT, etc. to perform designing and drafting job work. - Basic of material calculation and process optimization. - Advanced calculations using appropriate geometry and arithmetic skills. - Read and understand company policy documents; information displayed at the worksite. - Apply domain knowledge/ information and assess day to day tasks through experience and observation. - Use reasoning skills to make appropriate decisions and troubleshoot concerns related to own responsibilities. - Effectively communicate with team members and supervisors respectfully. - Read company policy documents, information displayed at the worksite, job cards, etc.	The person understands the basic arithmetic and algebraic principle, personal financing, and basic understanding of social and natural environments. He/she is able to communicate by writing and speaking. The job requirements match with the NSQF level 4.5 descriptor. Hence, the level 4.5 is kept as 4.5	4.5
Responsibility	Few of the key responsibilities: - Perform client servicing and design deliberations. - Create design options based on design instructions by supervisor. - Create mood boards and 3D renders based on design instructions. - Work constructively and collaboratively with Draughtsperson.	The person works under instruction and close supervision. The person has some responsibility for his/ her work. The job requirements match with the NSQF level 4.5 descriptor. Hence, the level 4.5 is kept as 4.5	4.5

Annexure 2: Tools and Equipment (Lab Set-Up)

List of Tools and Equipment

Batch Size: 20 candidates

S. No.	Tool/Equipment	Specifications	Quantity for specified Batch size
1	Drafting Table	Type: Adjustable drafting table, Material: Wood/Steel	20
2	Color Printer	Type: Inkjet/Laser color printer	1
3	Pencil Colors	Type: Colored pencils, Set: 24 colors	4
4	Paint Brushes	Type: Paint brushes, Set: Various sizes and bristle types	4
5	Water/Poster Colors	Type: Watercolor/Poster colors, Set: 12 colors	4
6	Pastel/Wax Colors	Type: Pastel/Wax colors, Set: 16 colors	4
7	Markers	Type: Assorted color markers	10
8	Drawing Pencil	Type: Drawing pencil, Hardness: HB	20
9	Geometry Box	Type: Geometry box, Contents: Compass, Protractor, etc.	20
10	Software- 2D Designing	Type: 2D Designing Software, e.g., AutoCAD	20
11	Software- 3D Designing	Type: 3D Designing Software, e.g., SketchUp	20
12	Software- MS Office	Type: MS Office Software	20
13	Measurement Tape (5m)	Type: Measurement tape, Length: 5 meters	20
14	Laser Measurement Tape	Type: Laser measuring tape	4
15	Masking Tape	Type: Masking tape, Width: 1 inch	4
16	Notebook	Type: Spiral-bound notebook, Size: A4	20
17	Sketch Book	Type: Sketchbook, Paper: Acid-free, Size: A4	20
18	Folders (A4)	Type: Folders, Size: A4	4
19	Plain Papers (A4)	Type: Plain papers, Size: A4	1
20	Sample- Type of Wood	Type: Physical wood sample	2
21	Sample- Wood Finishes	Type: Sample showcasing various wood finishes	2
22	Sample- Types of Metal Finishes	Type: Sample showcasing various metal finishes	2
23	Sample- Types of Ply	Type: Sample showcasing different types of ply	2
24	Sample- Types of Wood Derivatives	Type: Sample showcasing various wood derivatives	2
25	Catalogue- Veneers	Type: Catalogue displaying different veneer options	2
26	Catalogue- Laminates	Type: Catalogue displaying various laminate options	2

27	Catalogue- Types of Glass	Type: Catalogue displaying different glass options	2
28	Catalogue- Types of Marble	Type: Catalogue displaying various marble options	2
29	Catalogue- Types of Tiles	Type: Catalogue displaying different tile options	2
30	Catalogue- Types of Fabric	Type: Catalogue displaying various fabric options	2
31	Catalogue- Types of Leather	Type: Catalogue displaying different leather options	2
32	Catalogue- Types of Leatherette	Type: Catalogue displaying various leatherette options	2
33	Catalogue- Types of Rugs	Type: Catalogue displaying different rug options	2
34	Catalogue- Types of Curtains	Type: Catalogue displaying various curtain options	2
35	Catalogue- Types of Lights	Type: Catalogue displaying different lighting options	2
36	Catalogue- Pantone Shade Card	Type: Pantone shade card catalogue	2
37	Catalogue- Wall Paints	Type: Catalogue displaying various wall paint options	2
38	Catalogue- Metal Finishes	Type: Catalogue showcasing different metal finishes	2
39	Catalogue- Sanitary Fittings	Type: Catalogue displaying various sanitary fittings	2
40	Catalogue- Wallpapers	Type: Catalogue showcasing different wallpaper options	2
41	Catalogue- Hardware & Fittings	Type: Catalogue displaying various hardware and fittings options	2
42	Catalogue- Appliances	Type: Catalogue showcasing different appliance options	2
43	Thermocol Sheets	Type: Thermocol sheets for modeling	4
44	Guillotine	Type: Paper cutting machine	4
45	Straws/Matchbox	Type: Straws and matchbox for modeling	4
46	Color Papers	Type: Colored papers for crafting	4
47	Fabric Pieces	Type: Various fabric pieces for design projects	4
48	Adhesive	Type: Adhesive for sticking papers and materials	1
49	Cello Tapes	Type: Cellophane tapes for various uses	4
50	Threads	Type: Threads for sewing and crafting	4
51	Needles	Type: Sewing needles for various materials	2
52	Scissors	Type: Scissors for cutting various materials	4
53	Paper Cutter	Type: Paper cutter for precise cutting	4
54	Mount Board	Type: Mount board for mounting projects	4
55	Metal Scale	Type: Metal scale for precise measurements	4
56	Cardboard Sheet	Type: Cardboard sheet for crafting projects	4
57	File Storage Cabinet	Type: Cabinet for storing files and documents	1
58	First Aid Kit	Type: Standard first aid kit	2
59	Fire Extinguisher	Type: Standard fire extinguisher	1

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. White Board
2. Board Marker
3. Duster
4. Projector/ Smart TV
5. Laptop
6. Trainees Chairs/ Stools (For theory lectures)
7. Trainer's Podium
8. Trainer's Chair
9. Storage Cabinet (Wardrobe)

Annexure 3: Industry Validations Summary

No. of Validations: 33

S. No	Organization Name	Representative Name	Designation	Contact Address	Contact Phone No	E-mail ID
1	Bram Woodcrafting Studio Pvt. Ltd.	Mr. Bram Rouws	Director	Mysuru	9874110516	bram@woodcraftingstudio.in
2	Ranbir Singh Dhiman & Sons	Mr. Sukhjot S Dhiman	CEO	Chandigarh	9876511111	sukhjitsdhiran@gmail.com
3	K.A. Kutties Wood Crafts	Mr. C. Ramesh	Director	Chennai	9840099093	k.a.kutties@gmail.com
4	Plantag Coatings India Pvt. Ltd.	Mr. S.I. Singh	Branch Manager	Jodhpur	9971440963	s.singh@plantag.de
5	Home Interior Designs E Commerce Pvt. Ltd. (Livspace)	Mr. Gopal Dwivedi	Assistant Vice President	Bengaluru	9971603636	gopal.dwivedi@livspace.com
6	Studio Dafterr	Mr. Pranav Kochatta	Founder & Director	Indore	8989935095	pranavkochatta@gmail.com
7	Radheshyam Intex Products Pvt. Ltd.	Mr. Bikash Poddar	Director	Bengaluru	9845201519	info@radheshyamintex.com
8	STS Realtors & Decors Pvt. Ltd.	Mr. Subhankar Chakraborty	Managing Director	Kolkata	98301 16521	stsrealtor2017@gmail.com
9	Kubik India Pvt. Ltd.	Mr. Jimesh Khimji Shah	Managing Director	Mumbai	9930951006	jimesh@kubik.in , yogendra.p@kubik.in
10	AVG Modulars	Mr. Atul Gupta	Founder	Haryana	9872500291	atul@avgmodulars.com
11	Vidisaa Solutions	Mr. Manish Gupta	Proprietor	Punjab	9988098899	ausweginc@gmail.com
12	Advait	Mr. Gunjan Chaplot	Principal Designer	Udaipur, Rajasthan	7600989971	advaitarchitecture@gmail.com
13	Shree Ganesh Plywood	Mr. Pulkit Banthia	Founder	New Delhi	9319130739	info@sagwansolutions.com , sgetimber@gmail.com
14	Akbar Ali & Son's	Mr. Aazam	Partner	Udaipur, Rajasthan	9828378700	sanwariaazam@gmail.com
15	Ecogreen Interiors and Constructions Pvt. Ltd.	Mr. Sujeet Kumar	Director	Patna	9304351672	patnasujit@gmail.com
16	Ghar Angan	Ms. Meeta Raina	Founder	Udaipur, Rajasthan	982979173	gharangan@gmail.com
17	Hettich India	Mr. Somesh Gupta	Manager	Mumbai	7042594425	somesh.gupta@hettich.com

18	Liberty Manufacturers and Marketeers Pvt. Ltd	Mr. Naresh Manwani	Managing Director	Udaipur, Rajasthan	9983055555	nareshmanwani@libertyfurniture.com
19	MVS Global	Mr. Satish Kumar Cvhandna	Proprietor	Delhi	9312267811	info@mvsglobal.co.in
20	Narsi & Associates	Mr. Anil Umesh Mathur	Marketing Head	Narsi Associates &	9323811674	anilmathur@narsi.in
21	Priyanka Arjun and Associates	Ms. Priyanka Arjun	Principal Architect	Udaipur, Rajasthan	9928820266	pa@priyankaarjun.com
22	Standard Furniture Mart	Mr. Sahil Malhotra	Head Of Business	Dehradun,	9599223097	sahil@standardfurnituremart.com
23	Sujan Carnival	Mr. Narendra Singh	CDDO	Gujarat.	7424895357	cdco@sujancf.com
24	Vinayak	Mr. Mahendra Pokharna	Proprietor	Udaipur, Rajasthan	9414168701	mahendrapokharna@gmail.com
25	Workspace Design Studio	Mr. Sunil S. Ladha	Principal Architect	Udaipur, Rajasthan	9001590000	sunil@commandcentres.com
26	Signature homes	Mr. Anand K. Khandelwal	Founder	New Delhi	9636000578	signaturehomegalaxy@gmail.com
27	Hyfurn India	Mr. Prasanth P.	Human Resource Head	Kerala	7593887605	hyfurn@gmail.com
28	Omega Innovative Industries	Mr. Prasanth P.	Human Resource Head	Kerala	7593887605	hyfurn@gmail.com
29	Paradigm Kreation	Mr. Pulin Shah	Managing Director	Ahmedabad	9979472727, 9227141471	md@rplsofa.com ; rplsofa@gmail.com
30	Omega Exports	Mr. Basil Skaria	Manager	Haryana	9995868486	omegaexportsphvr@gmail.com
31	Association of Indian Boards Manufacturers	Mr. Jikesh Thakkar	Director	New Delhi	9925147404	jt@aipm.in
32	Kessebohmer Furniture Fittings Pvt Ltd	Mr. Manish Anand	Director- Sales & marketing	Pune	7774043300	m.anand@kessebohmer.com
33	Hevea Furniture & Interiors Pvt. Ltd	Mr. E. Rajendran	Director	Chennai	9840896388	rajendran@heveaproducts.co.in

Annexure 4: 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
23-24	5000	2500	1000	1000	0	0
24-25	15000	8000	3000	3000	0	0

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
1&2	23-24	61	58	58		0	0	0	0	0	0	0	0
1&2	22-23	0	0	0	0	0	0	0	0	0	0	0	0

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

1. CSCM
2. UGC
3. AICTE

Content availability for previous versions of qualifications:

- ☐ Participant Handbook
 ☐ Facilitator Guide
 ☒ Digital Content
 ☒ Qualification Handbook
- ☐ Any Other: Apprenticeship Curriculum, ToT/ToA Guide

Languages in which Content is available:

English and Hindi

Annexure 5: 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>

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	• eBooks/Textbooks/e-content • Presentations • Classroom Aids • Journals • Assessments & Quizzing Tools Flashcards • Games or quizzes • Collaborative/Group Projects • Video Tutorials & Webinars • Video Conferencing Software • Tracking & Reporting Platforms	60:40
2	☒ Imparting Soft Skills, Life Skills, and Employability Skills /Mentorship to Learners	• Presentations • Group Discussions • Case Studies/ Projects • Games or quizzes • Learning Paths • Video Tutorials & Webinars • Video Conferencing Software • Tracking & Reporting Platforms • Simulators/AR Tools	50:50
3	☒ Showing Practical Demonstrations to the learners	• Augmented Reality Applications • Games or quizzes • Interactive Whiteboards • Collaboration Tools • Online Tutorials & Interactive Simulations • Digital Simulations	60:40
4	☒ Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training	• Virtual Labs • Gamification • Digital Twins • Collaborative Authoring Platforms • Simulators/AR Tools • Digital Simulations	80:20

		• Online Course Platforms/LMS	
5	☒Tutorials/ Assignments/ Drill/ Practice	• Online Course Platforms/LMS • Simulators/AR Tools • Online Tutorials & Interactive Simulations • Screen Recording & Presentation Software • Collaboration Tools • Assessments & Quizzing Tools	70:30
6	☒Proctored Monitoring/ Assessment/ Evaluation/ Examinations	• Online assessment/quizzing software • Biometric authentication tools • Remote exam locking/proctoring software • Hackathons	30:70
7	☒On the Job Training (OJT)/ Project Work Internship/ Apprenticeship Training	• Case Studies/Projects • Simulators/AR Tools • Task Management Tools • Online Collaboration Tools	90:10

Annexure 6: 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
FFS/N0210: Assist in client servicing and onsite supervision during survey/recce	Assist in interpreting first-hand info from client	7	16	8	2
	PC1. assist in identifying and assessing client requirements in terms of needs, style or theme, utilities, areas, services, etc.	2	4	2	1
	PC2. assist in determining different types of furniture and interior products based on client interactions	2	4	2	1
	PC3. assist in interpreting the site layouts/drawings and design references	2	4	2	0
	PC4. assist in maintaining and presenting the first-hand information in an appropriate format	1	4	2	0
	Conduct site survey for project designing	8	20	9	2
	PC5. supervise the planning of tools, materials, and equipment required for recce operation	2	4	2	1
	PC6. assist the supervisor and manage teams during the onsite recce/survey	1	4	1	0
	PC7. analyze the worksite for health and safety conditions based on space plan and highlight the differences, if any	2	4	2	0
	PC8. interpret the technicality of Mechanical, Electrical, and Plumbing (MEP) at the worksite	2	4	2	1
	PC9. interpret the scope of work at the worksite based on client requirements	1	4	2	0
	Supervise measurements and markings activities at the worksite	5	16	6	1
	PC10. ensure appropriate planning for the site measurement and marking processes	1	4	2	0
	PC11. monitor the measurement and marking activities at the worksite	1	4	1	1
	PC12. ensure timely preparation and submission of the recce report	1	4	1	0
	PC13. valid the recce report based on-site measurements and space plan	2	4	2	0
NOS Total		20	52	23	5
FFS/N0211: Assist in the development of interior concepts and designs	Assist in design deliberation, research and record-keeping	5	12	0	0
	PC1. assist in defining the Tentative Scope of Work (TSOW) as per site recce and client requirement	32	4	0	0
	PC2. assist in evaluating design trends, styles, new products, materials, etc. as per client requirements	1	4	0	0
	PC3. maintain and use the product and material catalogues for the design development process	1	0	0	0
	PC4. prepare and maintain the required documents for the project like Project files, Minutes of Meeting (MOM), etc.	1	4	0	0
	Assist in project planning & budgeting as per Final Scope of Work	4	14	8	2

	PC5. assist in determining project timelines in terms of designing and team availability	1	3	2	1
	PC6. assess the team requirements for the project execution purposes	1	3	2	0
	PC7. participate in the project budgeting and timeline discussions with the supervisor	1	4	2	0
	PC8. assist in preparing documents like Final Scope of Work (FSOW), Material Sheet, Detailed Design Instructions for project planning in consultation with the supervisor	1	4	2	1
	Develop interior design drafts, mood boards and models for as per proposed Interior Design options	6	34	12	3
	PC9. develop 3D models and renders using appropriate Computer-Aided Design (CAD) software	1	8	4	1
	PC10. supervise the design drafting and sketching based on client specifications	1	4	0	0
	PC11. design mood boards as per client preference and brief	1	8	4	1
	PC12. create miniatures models of the products as required	1	4	0	0
	PC13. prepare project presentation for client discussion including proposed concepts, materials, finishes, etc. based on client's requirement	1	8	4	1
	PC14. propose the possible alternatives with the supervisor and incorporate the changes as per client/project team's feedback	1	2	0	0
	NOS Total	15	60	20	5
FFS/N0212: Assist in execution and monitoring of the interior design project	Manage the teams under direct or indirect reporting	6	5	3	1
	PC1. delegate tasks and responsibilities to the respective team members and coordinate	2	2	1	0
	PC2. instruct the team members on the project timeline and targets for the assigned tasks	2	2	2	1
	PC3. monitor the performance of the teams and improvise as required	2	1	0	0
	Prepare detailed design specifications as per approved designs	8	30	8	2
	PC4. analyze and interpret worksite layouts like electrical, plumbing, Reflected Ceiling Plan (RCP), flooring, etc. for the design project	2	8	2	1
	PC5. prepare the Approved for Construction (AFC) drawings based on design integrations of MEP consultant drawings	2	8	2	1
	PC6. validate the drafts prepared by the drafting teams or external agencies	2	6	2	0
	PC7. ensure incorporation of changes in the drawings/designs and timely approvals	2	8	2	0
	Assist in the selection of materials and finishes	6	20	9	2
	PC8. assist in sorting and selection of all the required materials like Tiles/ Marbles, Wallpapers, Paints, Glass, Light, Plaster of Paris (POP), Sanitary, Curtains, etc. with the supervisor	2	8	4	1

	PC9. assist in the selection of furniture type, artifacts, fabrics, rugs, surface finish, etc. as per the client approved mood board/ color palettes	2	8	4	1
	PC10. ensure client signoff on the approved details and preparation of all the requisite documents	2	4	1	0
	NOS Total	20	55	20	5
FFS/N0213: Assist in the procurement process and on-site installation	<i>Assist in preparation of procurement details and procurement of approved material</i>	14	25	8	2
	PC1. optimize and estimate material requirement as per assigned scope of work	3	3	1	0
	PC2. prepare the necessary documents for materials procurement like Bill Of Quantity (BOQ), Furniture Fittings & Equipment (FF&E), specification sheet, tender documents, etc.	3	6	2	1
	PC3. check and approve the product drawings and quotations received from various vendors	3	6	2	1
	PC4. assist in the inspection of procurement orders	3	6	2	0
	PC5. ensure exchange of relevant information with the internal teams and external agencies	2	4	1	0
	<i>Assist in monitoring onsite coordination, installation and client handover</i>	13	23	12	3
	PC6. assist in conducting worksite visits with client and supervisor and incorporate suggested feedback	2	6	4	1
	PC7. monitor on-site assembly and installation process and perform regular intrinsic quality checks	4	8	4	1
	PC8. suggest corrective actions in case of deviations from the approved drawings/concepts or suggested improvisations	3	3	2	0
	PC9. assist in the preparation of the completion report and client handover as per instructions	4	6	2	1
	NOS Total	27	48	20	5
FFS/N8207: Supervise health and safety protocols for project designing at the workplace	<i>Manage health and safety protocols at the workplace</i>	5	26	16	0
	PC1. comply with health and personal hygiene-related protocols	1	3	2	0
	PC2. coordinate with other designers to identify possible hazards within project designing during construction and subsequent maintenance	0	4	2	0
	PC3. analyze the existing health and safety plan or safety line	0	4	2	0
	PC4. identify and report poor organizational practices concerning hygiene, food handling, cleaning	1	3	2	0
	PC5. use appropriate personal protective equipment compatible with the work and compliant with relevant Occupational Health and Safety (OHS) guidelines: masks, safety glasses, safety footwear, etc.	1	3	2	0
	PC6. plan, manage, and monitor the health and safety in the execution phase concerning designing	1	3	2	0
	PC7. wear clean clothes as per the dress code of the worksite	0	3	2	0

	PC8. wash hands regularly using suggested material such as soap, one-use disposable tissue, warm water, etc.	1	3	2	0
	Precautionary measures to deal with emergencies	4	20	6	0
	PC9. use emergency equipment in accordance with manufacturers' specifications as per requirement	0	4	1	0
	PC10. follow emergency and evacuation procedures in case of accidents, fires, natural calamities	1	4	1	0
	PC11. respond promptly and appropriately to an accident situation or medical emergency	0	3	1	0
	PC12. undertake first aid activities in case of an accident, if required and asked to do so	1	3	1	0
	PC13. communicate necessary control measures to concerned team members	1	3	1	0
	PC14. ensure that safety instructions applicable to the work place are being followed	1	3	1	0
	Ensure material conservation and optimization of resources	3	15	5	0
	PC15. plan out the process in project designing to ensure optimal material utilization	1	3	1	0
	PC16. collect information on the pattern of electricity and fuel consumption	0	3	1	0
	PC17. identify possibilities of using renewable energy and environment-friendly fuels in project designs	1	3	1	0
	PC18. plan the implementation of energy-efficient systems in a phased manner	0	3	1	0
	PC19. plan and utilize the reusable materials and wastage in the designing process	1	3	1	0
	NOS Total	12	61	27	0
DGT/VSQ/N0102: Employability Skills (60 Hours)	Introduction to Employability Skills	1	1	-	-
	PC1. identify employability skills required for jobs in various industries	-	-	-	-
	PC2. identify and explore learning and employability portals	-	-	-	-
	Constitutional values – Citizenship	1	1	-	-
	PC3. recognize the significance of constitutional values, including civic rights and duties, citizenship, responsibility towards society etc. and personal values and ethics such as honesty, integrity, caring and respecting others, etc.	-	-	-	-
	PC4. follow environmentally sustainable practices	-	-	-	-
	Becoming a Professional in the 21st Century	2	4	-	-
	PC5. recognize the significance of 21st Century Skills for employment	-	-	-	-
	PC6. practice the 21st Century Skills such as Self- Awareness, Behaviour Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness,	-	-	-	-

	emotional awareness, learning to learn for continuous learning etc. in personal and professional life				
	Basic English Skills	2	3	-	-
	PC7. use basic English for everyday conversation in different contexts, in person and over the telephone	-	-	-	-
	PC8. read and understand routine information, notes, instructions, mails, letters etc. written in English	-	-	-	-
	PC9. write short messages, notes, letters, e-mails etc. in English	-	-	-	-
	Career Development & Goal Setting	1	2	-	-
	PC10. understand the difference between job and career	-	-	-	-
	PC11. prepare a career development plan with short- and long-term goals, based on aptitude	-	-	-	-
	Communication Skills	2	2	-	-
	PC12. follow verbal and non-verbal communication etiquette and active listening techniques in various settings	-	-	-	-
	PC13. work collaboratively with others in a team	-	-	-	-
	Diversity & Inclusion	1	2	-	-
	PC14. communicate and behave appropriately with all genders and PwD	-	-	-	-
	PC15. escalate any issues related to sexual harassment at workplace according to POSH Act	-	-	-	-
	Financial and Legal Literacy	2	3	-	-
	PC16. select financial institutions, products and services as per requirement	-	-	-	-
	PC17. carry out offline and online financial transactions, safely and securely	-	-	-	-
	PC18. identify common components of salary and compute income, expenses, taxes, investments etc	-	-	-	-
	PC19. identify relevant rights and laws and use legal aids to fight against legal exploitation	-	-	-	-
	Essential Digital Skills	3	4	-	-
	PC20. operate digital devices and carry out basic internet operations securely and safely	-	-	-	-
	PC21. use e- mail and social media platforms and virtual collaboration tools to work effectively	-	-	-	-
	PC22. use basic features of word processor, spreadsheets, and presentations	-	-	-	-
	Entrepreneurship	2	3	-	-
	PC23. identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research	-	-	-	-
	PC24. develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion	-	-	-	-

	PC25. identify sources of funding, anticipate, and mitigate any financial/legal hurdles for the potential business opportunity	-	-	-	-
	Customer Service	1	2	-	-
	PC26. identify different types of customers	-	-	-	-
	PC27. identify and respond to customer requests and needs in a professional manner.	-	-	-	-
	PC28. follow appropriate hygiene and grooming standards	-	-	-	-
	Getting ready for apprenticeship & Jobs	2	3	-	-
	PC29. create a professional Curriculum vitae (Résumé)	-	-	-	-
	PC30. search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively	-	-	-	-
	PC31. apply to identified job openings using offline /online methods as per requirement	-	-	-	-
	PC32. answer questions politely, with clarity and confidence, during recruitment and selection	-	-	-	-
	PC33. identify apprenticeship opportunities and register for it as per guidelines and requirements	-	-	-	-
	NOS Total	20	30	0	0
FFS/N0214: Assist in preparation and execution of interior design concepts/plans for residence projects	Assist in client servicing and onsite supervision during survey/recce of residence projects	2	12	12	0
	PC1. Assist in interpreting first-hand information from the client	1	4	4	0
	PC2. Conduct site survey for project designing purposes	0	4	4	0
	PC3. Supervise measurements and markings activities at the worksite	1	4	4	0
	Assist in the development of interior concepts and designs for residence projects	3	18	11	0
	PC4. Assist in design deliberation, research and record-keeping	1	4	3	0
	PC5. Assist in project planning & budgeting as per Final Scope of Work	1	4	3	0
	PC6. Develop interior design drafts, mood boards and models for as per proposed Interior Design options	1	10	5	0
	Assist in execution and monitoring of residence projects	3	12	12	0
	PC7. Manage the teams under direct or indirect reporting	1	4	2	0
	PC8. Prepare detailed design specifications as per approved designs	1	4	5	0
	PC9. Assist in the selection of materials and finishes	1	4	5	0
	Assist in the procurement process and on-site installation of residence projects	2	8	5	0
	PC10. Assist in preparation of procurement details and procurement of the approved material	1	4	2	0
	PC11. Assist in monitoring onsite coordination, installation and client handover	1	4	3	0
	NOS Total	10	50	40	0

FFS/N0215: Assist in preparation and execution of interior design concepts/plans for Kitchen projects	<i>Assist in client servicing and onsite supervision during survey/recce of Kitchen projects</i>	2	12	12	0
	PC1. Assist in interpreting first-hand information from the client	1	4	4	0
	PC2. Conduct site survey for project designing purposes	0	4	4	0
	PC3. Supervise measurements and markings activities at the worksite	1	4	4	0
	<i>Assist in the development of interior concepts and designs for Kitchen projects</i>	3	18	11	0
	PC4. Assist in design deliberation, research and record-keeping	1	4	3	0
	PC5. Assist in project planning & budgeting as per Final Scope of Work	1	4	3	0
	PC6. Develop interior design drafts, mood boards and models for as per proposed Interior Design options	1	10	5	0
	<i>Assist in execution and monitoring of Kitchen projects</i>	3	12	12	0
	PC7. Manage the teams under direct or indirect reporting	1	4	2	0
	PC8. Prepare detailed design specifications as per approved designs	1	4	5	0
	PC9. Assist in the selection of materials and finishes	1	4	5	0
	<i>Assist in the procurement process and on-site installation of Kitchen projects</i>	2	8	5	0
	PC10. Assist in preparation of procurement details and procurement of the approved material	1	4	2	0
	PC11. Assist in monitoring onsite coordination, installation and client handover	1	4	3	0
	NOS Total	10	50	40	0
FFS/N0216: Assist in preparation and execution of interior design concepts/plans for commercial projects	<i>Assist in client servicing and onsite supervision during survey/recce of commercial projects</i>	2	12	12	0
	PC1. Assist in interpreting first-hand information from the client	1	4	4	0
	PC2. Conduct site survey for project designing purposes	0	4	4	0
	PC3. Supervise measurements and markings activities at the worksite	1	4	4	0
	<i>Assist in the development of interior concepts and designs for commercial projects</i>	3	18	11	0
	PC4. Assist in design deliberation, research and record-keeping	1	4	3	0
	PC5. Assist in project planning & budgeting as per Final Scope of Work	1	4	3	0
	PC6. Develop interior design drafts, mood boards and models for as per proposed Interior Design options	1	10	5	0
	<i>Assist in execution and monitoring of commercial projects</i>	3	12	12	0
	PC7. Manage the teams under direct or indirect reporting	1	4	2	0
	PC8. Prepare detailed design specifications as per approved designs	1	4	5	0
	PC9. Assist in the selection of materials and finishes	1	4	5	0
	<i>Assist in the procurement process and on-site installation of commercial projects</i>	2	8	5	0
	PC10. Assist in preparation of procurement details and procurement of the approved material	1	4	2	0

	PC11. Assist in monitoring onsite coordination, installation and client handover	1	4	3	0
	NOS Total	10	50	40	0
FFS/N0217: Assist in preparation and execution of interior design concepts/plans for Hospitality projects	<i>Assist in client servicing and onsite supervision during survey/recce of Hospitality projects</i>	2	12	12	0
	PC1. Assist in interpreting first-hand information from the client	1	4	4	0
	PC2. Conduct site survey for project designing purposes	0	4	4	0
	PC3. Supervise measurements and markings activities at the worksite	1	4	4	0
	<i>Assist in the development of interior concepts and designs for Hospitality projects</i>	3	18	11	0
	PC4. Assist in design deliberation, research and record-keeping	1	4	3	0
	PC5. Assist in project planning & budgeting as per Final Scope of Work	1	4	3	0
	PC6. Develop interior design drafts, mood boards and models for as per proposed Interior Design options	1	10	5	0
	<i>Assist in execution and monitoring of Hospitality projects</i>	3	12	12	0
	PC7. Manage the teams under direct or indirect reporting	1	4	2	0
	PC8. Prepare detailed design specifications as per approved designs	1	4	5	0
	PC9. Assist in the selection of materials and finishes	1	4	5	0
	<i>Assist in the procurement process and on-site installation of Hospitality projects</i>	2	8	5	0
	PC10. Assist in preparation of procurement details and procurement of the approved material	1	4	2	0
	PC11. Assist in monitoring onsite coordination, installation and client handover	1	4	3	0
	NOS Total	10	50	40	0
FFS/N0218: Assist in preparation and execution of interior design concepts/plans for Academic Institutions projects	<i>Assist in client servicing and onsite supervision during survey/recce of Academic Institutions projects</i>	2	12	12	0
	PC1. Assist in interpreting first-hand information from the client	1	4	4	0
	PC2. Conduct site survey for project designing purposes	0	4	4	0
	PC3. Supervise measurements and markings activities at the worksite	1	4	4	0
	<i>Assist in the development of interior concepts and designs for Academic Institutions projects</i>	3	18	11	0
	PC4. Assist in design deliberation, research and record-keeping	1	4	3	0
	PC5. Assist in project planning & budgeting as per Final Scope of Work	1	4	3	0
	PC6. Develop interior design drafts, mood boards and models for as per proposed Interior Design options	1	10	5	0
	<i>Assist in execution and monitoring of Academic Institutions projects</i>	3	12	12	0
	PC7. Manage the teams under direct or indirect reporting	1	4	2	0
	PC8. Prepare detailed design specifications as per approved designs	1	4	5	0
	PC9. Assist in the selection of materials and finishes	1	4	5	0

	<i>Assist in the procurement process and on-site installation of Academic Institutions projects</i>	2	8	5	0
	PC10. Assist in preparation of procurement details and procurement of the approved material	1	4	2	0
	PC11. Assist in monitoring onsite coordination, installation and client handover	1	4	3	0
	NOS Total	10	50	40	0
FFS/N0219: Assist in preparation and execution of interior design concepts/plans for Retail Fitout and Exhibition projects	<i>Assist in client servicing and onsite supervision during survey/recce of Retail Fitout and Exhibition projects</i>	2	12	12	0
	PC1. Assist in interpreting first-hand information from the client	1	4	4	0
	PC2. Conduct site survey for project designing purposes	0	4	4	0
	PC3. Supervise measurements and markings activities at the worksite	1	4	4	0
	<i>Assist in the development of interior concepts and designs for Retail Fit out and Exhibition projects</i>	3	18	11	0
	PC4. Assist in design deliberation, research and record-keeping	1	4	3	0
	PC5. Assist in project planning & budgeting as per Final Scope of Work	1	4	3	0
	PC6. Develop interior design drafts, mood boards and models for as per proposed Interior Design options	1	10	5	0
	<i>Assist in execution and monitoring of Retail Fit out and Exhibition projects</i>	3	12	12	0
	PC7. Manage the teams under direct or indirect reporting	1	4	2	0
	PC8. Prepare detailed design specifications as per approved designs	1	4	5	0
	PC9. Assist in the selection of materials and finishes	1	4	5	0
	<i>Assist in the procurement process and on-site installation of Retail Fit out and Exhibition projects</i>	2	8	5	0
	PC10. Assist in preparation of procurement details and procurement of the approved material	1	4	2	0
	PC11. Assist in monitoring onsite coordination, installation and client handover	1	4	3	0
	NOS Total	10	50	40	0
Grand Total		184	656	390	20

Annexure 7: Assessment Strategy

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

At FFSC, we believe in gauging a candidate's performance, a holistic approach for Assessment is essential. We have devised a multi-tier process to keep track of candidate's overall progress at various stages. While a few techniques are imbibed as part of the training delivery program, others are explicit testing methods. These are:

1. Internal (Preferred)

- a. Trainer Led Assessment
- b. Master Trainer/ Program Mentor Led Assessment

2. External

- a. Assessment Partners/ Freelance Assessors (Mandatory)
- b. Industry (Preferred)

1. Internal (Preferred)

A. Trainer Led Assessment:

As part of the Training Delivery Program, various tests and projects are designed regularly to gauge the candidate's progress during the training program. These are a mix of Theory & practical, individual, and group activities.

Trainers will be provided specific training under the ToT programs to conduct these assessments. A report of the same will be submitted to the assigned Master Trainer/ Program Mentor.

B. Master Trainer/ Program Mentor Led Assessment:

Every trainer/ batch should be connected with a Master Trainer/ Program Mentor, who will keep a check on the progress of the batch. The Trainer can consult the Master Trainer/ Program Mentor regarding training delivery or conducting periodic assessments.

Master Trainer/ Program Mentor may conduct their session to assess the candidates' progress, using the means deemed suitable and feasible.

2. External

A. Assessment Partners/ Freelance Assessors:

Assessment Partners shall mandatorily conduct an external assessment via ToA certified Assessors or ToA certified Freelance Assessors. There are three critical stages of any assessment activity – Pre-Assessment, During Assessment, and Post Assessment. The defined system for conducting the Assessment shall be followed at each stage.

FFSC Training & Assessment Team or any other assigned authority by FFSC may conduct surprise or planned visits and checks from a quality assurance and monitoring perspective.

The requirements and details of each stage are highlighted below:

1. Pre-Assessment:

- a. Assessment Partner/ Assessor/ Freelance Assessor Validation
- b. Training Centre Check for Assessment Setup/ Infra
- c. Question Papers submission by Assessment Partner/ Freelance Assessor to FFSC
- d. FFSC to validate and approve the Question papers in line with NOS and PC.
- e. FFSC Affiliation and Project Assessment Approval
- f. Centre ready for Assessment intimation by Training Partner or by the assigned Neutral Assessment Centre

2. During Assessment (on the Assessment Day): The Assessment can be conducted in offline, online, or hybrid format depending on the feasibility and approvals from FFSC. Under either process, the below guidelines are essential to be compiled:

- a. Check the availability of the Lab Equipment for the particular Job Role as per the mode of conducting the Assessment.
- b. Candidate Validation: Confirm the Aadhar Card details of candidates
- c. Check the duration of the training
- d. Check the Assessment Start and End time to be as specified in documents
- e. Assessor/ Freelance Assessor must follow the assessment guidelines at all times.
- f. Intimation to FFSC Training & Assessment Monitoring Team for Assessment Quality Assurance checks.
- g. Ensure evidence of conducting Assessment gathered as per FFSC protocol:
 - i. Time-stamped & geotagged reporting of the Assessor from assessment location
 - ii. Centre photographs with signboards and scheme-specific branding
 - iii. Biometric or manual attendance sheet (stamped by T.P.) of the trainees during the training period

- iv. Time-stamped & geotagged assessment (Theory + Viva + Practical) photographs & videos
- h. Required documentation for submissions to the FFSC

3. Post Assessment:

- a. Timely submission of the assessment documentation and feedback to FFSC
- b. Hard copies of the documents are stored
- c. Soft copies of the documents & photographs of the Assessment are uploaded/accessed from Cloud Storage
- d. Soft copies of the documents & photographs of the Assessment stored in the Hard Drives
- e. Any other compliance requirement as defined by FFSC

B. Industry Partner:

FFSC may engage the Industry Partners and the Subject Matter Experts to conduct the Assessment of the candidates at various stages during the training program.

Annexure 8: 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
MEP	Mechanical Electrical Plumbing
CAD	Computer-Aided Design
PwD	Person with Disability
POSH	Prevention Of Sexual Harassment
OHS	Occupational Health and Safety
FF&E	Furniture, Fixtures & Equipment
FSOW	Final Scope Of Work
TSOW	Tentative Scope Of Work
MOM	Minutes Of Meeting
RCP	Reflected Ceiling Plan
POP	Plaster of Paris
BOQ	Bill Of Quantity

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
Sub-sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
Occupation	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation
Occupational Standards (OS)	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the Knowledge and Understanding (KU) they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
Performance Criteria (PC)	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.
Electives	Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives.
Core Skills/ Generic Skills (GS)	Core skills or Generic Skills (GS) are a group of skills that are the key to learning and working in today's world. These skills are typically needed in any work environment in today's world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles.
Technical Knowledge	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities