

CONTACT DETAILS OF THE BODY SUBMITTING THE QUALIFICATION FILE

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List of documents submitted in support of the Qualifications File

1. Qualifications Pack
2. Industry Validations
3. Occupational Map
4. NSQC Summary Sheet
5. QRC presentation
6. Functional Analysis
7. Model Curriculum

SUMMARY

Qualification Title	Safai Karamchari (Option: Wet Cleaning/ Mechanized Cleaning)
Qualification Code	SGJ/Q6102
Nature and purpose of the qualification	<p>Nature of Qualification</p> <p>Certificate course in Safai Karamchari (Option: Wet Cleaning/ Mechanized Cleaning)</p> <p>The main purpose of the qualification Pack is</p> <ul style="list-style-type: none"> - To train the people working in waste management sector, so that they can clean the roads, buildings and public areas with proper tools and techniques, taking care of personal health and safety aspects. - Additionally, they will also be trained on mechanized tools and techniques. Also, along with dry waste cleaning, they will also be trained for wet cleaning.
Body/bodies which will award the qualification	Skill Council for Green Jobs
Body which will accredit providers to offer courses leading to the qualification	Skill Council for Green Jobs and National Skill Development Corporation
Body/bodies which will carry out assessment of learners	Third Party Assessment Agencies accredited by Skill Council for Green Jobs
Occupation(s) to	Safai Karamchari (Option: Wet Cleaning/ Mechanized

which the qualification gives access	Cleaning)
Licensing requirements	N/A
Level of the qualification in the NSQF	3
Anticipated volume of training/learning required to complete the qualification	160 hours Option1 :200 Hours Option 2: 200 Hours
Entry requirements and/or recommendations	5 th Pass , Preferably Minimum Job entry age: 18 years
Progression from the qualification	Supervisor- Waste Collector
Planned arrangements for the Recognition of Prior learning (RPL)	<ul style="list-style-type: none"> - Carrying out RPL for candidates who have been trained by different organizations under similar programmes in Waste Management Sector and have relevant experience are identified and tested through a Recognition Prior learning (RPL) test, which is designed by Subject Matter Experts of SCGJ - A bridge course would be conducted for people who are working in Waste Management industry and are to impart skills for performing activities properly.

International comparability where known	N/A		
Date of planned review of the qualification.	10/10/2019		
Formal structure of the qualification			
Title of component and identification code.	Mandatory/ Optional	Estimated size (learning hours)	Level
SGJ/N6105: Cleaning of Roads, Pavements and public areas	Mandatory	160	3
SGJ/N6106: Cleaning of Floor(s) of Buildings	Mandatory		3
SGJ/N6107: Maintain personal health and safety while cleaning	Mandatory		3
SGJ/N6108: Work effectively with others while cleaning	Mandatory		3
SGJ/N6112: Cleaning of toilets	Optional	40	3
SGJ/N6113: Cleaning with mechanized cleaning tool	Optional	40	3

The Qualification Packs of 'Safai Karamchari (Option: Wet Cleaning / Mechanized Cleaning)' is attached

SECTION 1

ASSESSMENT

Body/Bodies which will carry out assessment:

CII, Co Cubes Technologies, ACE assessments, Skill training assessment management partners (STAMP), Mettl and any other assessment agency affiliated to Skill Council for Green Jobs

How will RPL assessment be managed and who will carry it out?

The RPL assessment will be carried out through pre-assessment, identifying the skills gaps, provide bridge training to cover the competency gap, where required, and then conduct final assessment of the candidates. Affiliated Assessment Agency of SCGJ, as per RPL Policy and Guidelines

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.

The emphasis is on examination of existing businesses through case study analysis and practical demonstration of skills and knowledge based on the performance criteria.

The assessment papers are developed by Subject Matter Experts (SME) available with the Assessment Agency, in collaboration with Skill Council for Green Jobs, as per the performance and assessment criteria mentioned in the Qualification Pack. The assessments papers are also checked for the various outcome based parameters such as quality, time taken, precision, tools & equipment requirement etc. The assessment sets are then reviewed for consistency. The technical limitations at the training centres are taken care in theory and viva.

The assessment agencies are instructed to hire assessors with integrity, reliability and fairness. Each assessor shall sign a document with its assessment agency by which they commit themselves to comply with the rules of confidentiality and conflict of interest, independence from commercial and other interests that would compromise impartiality of the assessments. The assessment agencies are instructed to identify assessors as per the Assessment Policy and Guidelines established by Skill Council for Green Jobs relevant for that Qualification.

The assessors selected by Assessment Agencies are scrutinized and made to undergo training and introduction to SCGJ Assessment Framework, competency based assessments, and assessors guides. The assessors are provided with assessors guide developed by the Subject Matter Expert of the assessment agency in collaboration with SCGJ as per the assessment framework. The assessment guides are developed to ensure the maximum possible consistency in the assessment by different assessors and elaborate on the following

- Qualification Pack Structure
- Guidance for the assessor to conduct theory, practical and viva assessments
- Guidance for trainees to be given by assessor before the start of the assessments.
- Guidance on assessments process, practical brief with steps of operations practical observation checklist and mark sheet
- Viva guidance for uniformity and consistency across the batch.

The assessment by assessment agency is completely based on the assessment criteria as mentioned in the Qualification Pack. Each NOS in the Qualification Pack (QP) is assigned a relative weightage for assessment based on the criticality of the NOS. Therein each Performance Criteria in the NOS is assigned marks for or practical based on relative importance, criticality of function and training infrastructure.

The following tools are proposed to be used for final assessment:

Practical Assessment: This will comprise of a test to evaluate the individual's grasp on domain skills imparted.

Viva/Structured Interview: This tool will be used to assess the conceptual understanding and the behavioural aspects as regards the job role and the specific task at hand. It will also include questions to ascertain the soft skills of interacting with the customer or client.

Written Test: Under this test few key items which cannot be assessed practically will be assessed. The written assessment will comprise of:

- True / False Statements
- Multiple Choice Questions
- Problem Statements
- Case Study Analysis

ASSESSMENT EVIDENCE

CRITERIA FOR ASSESSMENT OF TRAINEES

Job Role Safai Karamchari (Option: Wet Cleaning / Mechanized Cleaning)

Qualification Pack SGJ/Q6102

Sector Skill Council Green Jobs

Guidelines for Assessment

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each

PC.

2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.
3. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/option NOS/set of NOS.
4. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below).
5. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on this criterion.
6. To pass the Qualification Pack, every trainee should score a minimum of 50% of aggregate marks to successfully clear the assessment.
7. In case of *unsuccessful completion*, the trainee may seek reassessment on the Qualification Pack.

Compulsory NOS			Marks Allocation		
Total Marks:200					
Assessment Outcomes	Assessment Criteria for outcomes	Total Mark	Out Of	Theory	Skills Practical
SGJ/N610 5: Cleaning	PC1. Prepare the Broom	75	5	2	3
	PC2. Sweep the Roads,		5	2	3

of Roads, pavements and public areas	Pavements etc.			
	PC3. Aggregate the waste at designated Place	5	2	3
	PC4. Sweep/ Clean Parks and Public Areas	6	2	4
	PC5. Aggregate the Collected garbage/ waste at the designated place.	4	2	2
	PC6. Collect the aggregated garbage/waste from designated areas	6	3	3
	PC7. Segregate the garbage / waste from biodegradable waste	5	2	3
	PC8. Properly transport the garbage /waste to the designated collection point.	5	2	3
	PC9. Prepare the waste for transportation from collection point to the bigger unit	5	2	3
	PC10. Ensure proper transportation of garbage/waste to bigger unit	6	2	4

	PC11. Properly Load and unload the garbage/waste.		4	1	3
	PC12. Open the bins containing garbage/ waste.		3	1	2
	PC13. Separate plastics from different garbage/ waste		4	2	2
	PC14. Separate recyclable waste i.e Metal, paper		4	2	2
	PC15. Identify and dispose hazardous waste appropriately, in consultation with supervisor		4	2	2
	PC16. Keep and place different waste accordingly		4	1	3
		TOTAL	75	30	45
SGJ/N610 6: Cleaning of Floor(S) of Buildings	PC1. Choose the proper broom to sweep to sweep the floor.	50	6	2	4
	PC2. Sweep the floor(s) buildings.		10	5	5
	PC3. Wipe the floor with wet cloth to remove fine dust		9	4	5

	PC4. Collect the garbage / waste from the designated bins		6	2	4
	PC5. Segregate the common recyclable waste such as paper and plastics		9	3	6
	PC6. Properly load the garbage to bigger unit.		5	1	4
	PC7. Properly carry the garbage to the designated area for waste disposal from the building		5	1	4
			50	18	32
SGJ/N610 7: Maintain personal health & safety while working with Waste	PC1. Identify contact person when workplace safety policies are violated	50	2	1	1
	PC2. Provide information about incident/violation.		3	2	1
	PC3. Identify the location of first aid materials and administer first-aid		10	5	5
	PC4. Identify personal safety hazards or work hazards		6	3	3

	PC5. Identify the personal protection equipment required for specific work activity		15	7	8
	PC6. Demonstrate safe and accepted practices for personal protection		7	2	5
	PC7. Demonstrate the use of Masks and gloves while sweeping roads, Pavements, public areas and buildings.		7	2	5
		TOTAL	50	22	28
SGJ/N610 8: Work effectively with co-workers	PC1. Assist other colleagues in performing tasks in a positive manner where required and possible.	25	3	1	2
	PC2. Consult and assist others to maximize effectiveness and efficiency in carrying out tasks		3	1	2
	PC3. Demonstrate appropriate communication etiquette while working		5	2	3

	PC4. Demonstrate active listening skills while interacting with others at work		5	2	3
	PC5. Demonstrate responsible and disciplined behaviors at the workplace.		5	2	3
	PC6. Escalate grievances and problems to appropriate authority as per procedure to resolve them and avoid them		2	1	1
	PC7. Ensure collaboration and group participation to achieve common goals.		2	1	1
		TOTAL	25	10	15

Option					
Option 1: Wet Cleaning					
Total Marks: 50			Marks allocation		
Assessment Outcomes	Assessment Criteria for outcomes	Total Marks	Out of	Theory	Skills Practical

SGJ/N6112: Cleaning of toilets	PC1. arrange and check the tools i.e. wiper, mop, spade, water, bucket, cloth etc.	50	5	2	3
	PC2. arrange liquid disinfectant / cleaning agent.		5	2	3
	PC3. prepare the proper mixture of liquid disinfectant and water		5	2	3
	PC4. prepare the area to be cleaned		6	2	4
	PC5. clean lavatory basins, inside and outside surround of the sinks, taps		5	2	3
	PC6. clean tiles, mirrors etc.		6	2	4
	PC7. collect the garbage, waste, night soil etc. properly and place it in a designated area		6	2	4
	PC8. sweep and mop the floors/lavatories with mop or wet cloth		6	2	4
	PC9. remove the garbage, waste etc. collected and carried it to the dumping place		6	2	4
	TOTAL	50	18	32	

Option					
Option 2: Mechanized Cleaning					
Total Marks: 100			Marks allocation		
Assessment Outcomes	Assessment Criteria for outcomes	Total Marks	Out of	Theory	Skills Practical
SGJ/N6113: Cleaning with mechanized cleaning tools.	PC1. identify the components of vacuum cleaner.	100	3	1	2
	PC2. demonstrate starting and shutting down procedure of vacuum cleaner		5	2	3
	PC3. identify and attach the appropriate suction hose		3	1	2
	PC4. check the dirt container periodically and empty the container if required		2	0	2
	PC5. clean the dirt container and dispose the dirt collected		2	0	2
	PC6. ensure that the dirt container has been inserted properly.		2	0	2
	PC7. carry out the drying of wet filter and change the filter if necessary.		3	1	2
	PC8. ensure proper shut down of the appliance		2	1	1

PC9. clean the vacuum cleaner and visually inspect the appliance for any damages	3	1	2
PC10. identify the components of mechanical sweeper	3	1	2
PC11. demonstrate starting and shutting down procedure of the mechanical sweeper	5	2	3
PC12. check and remove any sharp objects and heavy debris in the cleaning area before using the sweeper	3	1	2
PC13. adjust the brush according to low, medium and highly dusty place	3	1	2
PC14. operate the mechanical sweeper	3	1	2
PC15. clean the brush appropriately after the operation is completed	3	1	2
PC16. carry out proper disposal of the dust collected	3	1	2
PC17. properly shut down the appliance and inspect the appliance for any damages	2	1	1
PC18. identify the components of mechanized sweeper ride	3	1	2
PC19. demonstrate starting and shutting down procedure of the mechanical sweeper ride	5	2	3
PC20. check and remove the area for sharp and heavy	2	1	1

	debris or obstacles			
	PC21. demonstrate the opening and securing the cover of the machine as per manufacturers instructions		2	1
	PC22. check oil level / fuel level / battery level for smooth operation of the machine		3	1
	PC23. operate the mechanical sweeper		3	1
	PC24. clean the brush appropriately after the operation is completed		3	1
	PC25. carry out proper disposal of the dust collected		2	1
	PC26. properly shut down the appliance and inspect the appliance for any damages		2	1
	PC27. Identify the components of mechanized scrubbing machine		3	1
	PC28. demonstrate starting and shutting down procedure of the mechanized scrubbing machine		5	2
	PC29. visually inspect the machine for any damage and check the main cable regularly		1	0
	PC30. Inspect the area to be cleaned with no obstacles and fix the brush/pad		2	1

	appropriately				
	PC31. prepare the cleaning solution as per the requirement and refill the detergent tank.		3	1	2
	PC32. adjust the water quantity according to the dirt.		3	1	2
	PC33. operate the mechanized scrubbing machine		3	1	2
	PC34. check the dirty water collection tank at regular intervals		2	1	1
	PC35. ensure proper shutdown after the operation is complete and clean the machine from inside & outside with a dry cloth		3	1	2
		Total	100	35	65

SECTION 2
EVIDENCE OF LEVEL

OPTION A

Title/Name of qualification/component: Safai Karamchari (Option: Wet Cleaning / Mechanized Cleaning)			Level: 3
NSQF Domain	Outcomes of the Qualification/Component	How the job role relates to the NSQF level descriptors	NSQF Level
Process	The Safai Karamchari (Option: Wet Cleaning / Mechanized Cleaning) is responsible for the following processes: <ul style="list-style-type: none"> • Cleaning of Roads, Pavements and public areas • Cleaning of floors of buildings • Maintain personal health and safety • Work effectively with others while cleaning 	The individual carries out a limited range of activities which are routine and predictable in nature	3
Professional knowledge	The Safai Karamchari is able to perform his task properly while maintaining personal health and safety	S/He knows the importance of cleaning and collecting waste.	3
Professional skill	S/he performs the narrow range of work with punctuality regularly.	S/He does the narrow range of actives daily	3
Core skill	S/He communicates with his peers and supervisors clearly and able to understand the general signs related to waste management,	S/He communicates with his peers and supervisors clearly and able to understand the general signs related to waste management,	3
Responsibility	Mostly s/he works in small groups where each other guides, so S/He works in a team and under the guidance of Supervisor.	Under close supervision, Some responsibility for own work within defined limit.	3

SECTION 3

EVIDENCE OF NEED

What evidence is there that the qualification is needed?

Recent initiatives in the Indian context, such as "Smart Cities Mission" and "Swachh Bharat Abhiyan", provide a massive opportunity to train and re-train Safai Karamcharis for proper cleaning of roads, buildings and public areas. Also, it is required to train the candidates on mechanized cleaning tools, which is now being used by municipal corporations and commercial complexes

What is the estimated uptake of this qualification and what is the basis of this estimate?

Country has total number of 82,609 wards. Taking an assumption after talking to the waste management industry and experts that each ward would have about 20 Safai Karamcharis, the estimated uptake of this Job Role is 16,52,180. Apart from this, there is major uptake by commercial complexes across the country, which are expected to be in the informal sector, and would empower existing Safai Karamcharis to a better organized way of waste management

What steps were taken to ensure that the qualification(s) does (do) not duplicate already existing or planned qualifications in the NSQF?

Currently, Skill Council for Green Jobs is the only Sector Skill Council set up which has the mandate of Certification and Assessment of candidates undergoing Skill Development courses in Waste Management Sector. NSDC list of Approved QPs was checked prior to commissioning the work. There is no overlap of these Qualification Packs with existing Qualification Packs.

The Course has been mapped to NCO/2015: 9613.0300.

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?

In the Qualification Pack, review date is scheduled for 10th October 2019, in consultation with Subject Matter Experts. The monitoring of evaluation of assessments and Employer feedback will be sought post-placement, for review of the effectiveness of the Qualification.

SECTION 4
EVIDENCE OF PROGRESSION

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

1. Discussing the growth trajectory within each occupation after studying organisational charts of various industry players across small, medium and large-scale organizations.
2. Conducted workshops with industry professionals for defining and validating the career progression/ occupational map

Please refer to attached career path below which clearly defines the career path. The detailed occupational map shows the holistic picture.

