



# Model Curriculum

**QP Name: Automotive Body Repair Technician**

**QP Code: ASC/Q1405**

**QP Version: 2.0**

**NSQF Level: 4**

**Model Curriculum Version: 1.0**

Automotive Skill Development Council  
Leela Building, 153 GF, Okhla Phase III, Okhla Industrial Area, New Delhi, Delhi 110020

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# Training Parameters

<b>Sector</b>	Automotive
<b>Sub-Sector</b>	Automotive Vehicle Service
<b>Occupation</b>	Technical Service & Repair
<b>Country</b>	India
<b>NSQF Level</b>	4
<b>Aligned to NCO/ISCO/ISIC Code</b>	NCO-2015/7213.0301
<b>Minimum Educational Qualification &amp; Experience</b>	8th Class + 1 year ITI with 2 years of experience in Automotive Sector OR 8th Class + 2 years ITI with 1 year of experience in Automotive Sector OR 10th Class with 1 Year of experience OR Certificate-NSQF (Automotive Body Repair Assistant Level 3) with 2 Years of experience
<b>Pre-Requisite License or Training</b>	LMV Driving License
<b>Minimum Job Entry Age</b>	18 Years
<b>Last Reviewed On</b>	29/07/2021
<b>Next Review Date</b>	29/07/2026
<b>NSQC Approval Date</b>	29/07/2021
<b>Version</b>	2.0
<b>Model Curriculum Creation Date</b>	29/07/2021
<b>Model Curriculum Valid Up to Date</b>	29/07/2026
<b>Model Curriculum Version</b>	1.0
<b>Minimum Duration of the Course</b>	400 Hours, 0 Minutes
<b>Maximum Duration of the Course</b>	400 Hours, 0 Minutes

# Program Overview

This section summarizes the end objectives of the program along with its duration.

## Training Outcomes

At the end of the program, the learner should have acquired the listed knowledge and skills.

- Work effectively and efficiently as per schedules and timelines.
- Implement safety practices.
- Optimize the use of resources.
- Communicate effectively using interpersonal skills.
- Identify the role, responsibilities and scope of work of an automotive body repair technician.
- Perform repairs and replacement on non-structural body panels/components of vehicles.
- Carry out repairs for the vehicle body by cutting and welding metal sheets under supervision.

## Compulsory Modules

The table lists the modules and their duration corresponding to the Compulsory NOS of the QP.

NOS and Module Details	Theory Duration	Practical Duration	On-the-Job Training Duration (Mandatory)	On-the-Job Training Duration (Recommended)	Total Duration
<b>Bridge Module</b>	<b>08:00</b>	<b>00:00</b>			<b>08:00</b>
Module 1: Introduction to the role of Automotive Body Repair Assistant	08:00	0:00	-	-	08:00
<b>ASC/N9801: Organize Work and Resources (Service)</b> <b>NOS Version No. 1.0</b> <b>NSQF Level 4</b>	<b>16:00</b>	<b>24:00</b>	-	-	<b>40:00</b>
Module 2: Work effectively and efficiently	08:00	16:00	-	-	24:00
Module 3: Optimize resource utilization	08:00	08:00	-	-	16:00
<b>ASC/N9802: Interact Effectively with Colleagues, Customers and Others</b> <b>NOS Version No. 1.0</b> <b>NSQF Level 4</b>	<b>16:00</b>	<b>24:00</b>	-	-	<b>40:00</b>
Module 4: Communicate effectively and efficiently	16:00	24:00	-	-	40:00

<b>ASC/N1412: Carry out repairs and replacement on non-structural body panels or components NOS Version No. 2.0 NSQF Level 4</b>	<b>52:00</b>	<b>104:00</b>	-	-	<b>156:00</b>
Module 5 : Repair/Replace Vehicle's Non-structural Body Components	52:00	104:00	-	-	156:00
<b>ASC/N1413: Carry out repair/replacement by cutting and welding on structural or non-structural body panels NOS Version No. 2.0 NSQF Level 4</b>	<b>52:00</b>	<b>104:00</b>	-	-	<b>156:00</b>
Module 6 : Perform repairs by cutting or welding sheets on the vehicle's body	52:00	128:00	-	-	156:00
<b>Total Duration</b>	<b>144:00</b>	<b>256:00</b>	-	-	<b>400:00</b>

# Module Details

## Module 1- Introduction to the Role of an Automotive Body Repair Technician

### Bridge Module

#### Terminal Outcomes:

- Identify the role, responsibilities and scope of work of an automotive body repair technician.
- Identify the importance of following process, policies, and procedures.

<b>Duration:</b> 08:00	<b>Duration:</b> 0:00
<b>Theory – Key Learning Outcomes</b>	<b>Practical – Key Learning Outcomes</b>
<ul style="list-style-type: none"> <li>• Describe the role and responsibilities of an automotive body repair technician.</li> <li>• List the schedules and checklists pertaining to repairs of body panels and components.</li> <li>• Explain about Automotive Industry in India, workshop structure and role and responsibilities of different people in the workshop.</li> <li>• Elaborate standard operating procedures (SOPs) regarding receiving vehicles, opening job card, allocation of work, invoicing, vehicle delivery, handling complaints etc.</li> <li>• Describe how to work as per organisational and professional code of ethics and standards of practice.</li> <li>• Outline the safety, health and environment policies to be followed for the automotive sector.</li> <li>• Discuss SOPs recommended by OEM w.r.t. repair and replacement of body panels and components in the vehicle.</li> </ul>	
<b>Classroom Aids:</b>	
Laptop, white board, marker, projector	
<b>Tools, Equipment and Other Requirements</b>	
PPE kit, job card, protective covers of vehicle, hand tools, welding & cutting tools and equipment, vehicle's body panels and components etc.	

## Module 2 - Work Effectively and Efficiently

### Mapped to NOS ASC/N9801 v1.0

#### Terminal Outcomes:

- Employ appropriate ways to maintain a safe and secure working environment.
- Perform work as per the quality standards.

<b>Duration:</b> <08:00>	<b>Duration:</b> <16:00>
<b>Theory – Key Learning Outcomes</b>	<b>Practical – Key Learning Outcomes</b>
<ul style="list-style-type: none"> <li>● Outline the organizational structure to be followed to report about health, safety and security breaches to the concerned authorities.</li> <li>● List the potential workplace related risks and hazards, their causes and preventions.</li> <li>● State the methods to keep the work area clean and tidy.</li> <li>● Discuss how to complete the given work within the stipulated time period.</li> <li>● Explain how to maintain a proper balance between team and individual goals.</li> <li>● Discuss epidemics and pandemics and their impact on society at large.</li> <li>● Discuss the significance of conforming to basic hygiene practices such as washing hands, using alcohol-based hand sanitizers.</li> <li>● Discuss the use of proper PPE for maintaining health and hygiene at workplace and the process of wearing/discarding them.</li> <li>● Define self-quarantine or self-isolation.</li> <li>● Discuss the importance of identifying and reporting symptoms to the concerned authorities.</li> <li>● Explain the significance of following prescribed rules and guidelines during an epidemic or a pandemic.</li> <li>● Discuss organizational hygiene and sanitation guidelines and ways of reporting breaches/gaps if any.</li> <li>● Discuss the ways of dealing with stress and anxiety during an epidemic or a pandemic.</li> </ul>	<ul style="list-style-type: none"> <li>● Perform routine cleaning of tools, equipment and machines.</li> <li>● Employ various techniques for checking malfunctions in the equipment as per Standard Operating Procedure (SOP).</li> <li>● Apply basic housekeeping practices to ensure that the work area is clean, such as mopping spills and leaks, cleaning grease stains etc.</li> <li>● Demonstrate how to evacuate the workplace in case of an emergency.</li> <li>● Show how to sanitize and disinfect one's work area regularly.</li> <li>● Demonstrate the correct way of washing hands using soap and water.</li> <li>● Demonstrate the correct way of sanitizing hands using alcohol-based hand rubs.</li> <li>● Display the correct way of wearing and removing PPE such as face masks, hand gloves, face shields, PPE suits, etc.</li> <li>● Demonstrate appropriate social and behavioural etiquette (greeting and meeting people, spitting/coughing/sneezing, etc.).</li> <li>● Prepare a list of relevant hotline/emergency numbers.</li> </ul>
<b>Classroom Aids:</b>	
White board/black board marker/chalk, duster, computer or Laptop attached to LCD projector	
<b>Tools, Equipment and Other Requirements</b>	

Personal Protection Equipment: safety glasses, head protection, rubber gloves, safety footwear, warning signs and tapes, fire extinguisher and first aid kit  
Sanitization kit, disinfectants, alcohol-based sanitizers, different types of face masks, shields, suits, etc.



## Module 3 - Optimize Resource Utilization

*Mapped to NOS ASC/N9801 v1.0*

### Terminal Outcomes:

- Use the resources efficiently.
- Apply conservation practices at the workplace.

<b>Duration:</b> <08:00>	<b>Duration:</b> <08:00>
<b>Theory – Key Learning Outcomes</b>	<b>Practical – Key Learning Outcomes</b>
<ul style="list-style-type: none"> <li>● Explain the ways to optimize usage of resources.</li> <li>● Discuss various methods of waste management and its disposal.</li> <li>● List the different categories of waste for the purpose of segregation</li> <li>● Differentiate between recyclable and non-recyclable waste</li> <li>● State the importance of using appropriate colour dustbins for different types of waste.</li> <li>● Discuss the common sources of pollution and ways to minimize it.</li> </ul>	<ul style="list-style-type: none"> <li>● Perform basic checks to identify any spills and leaks and that need to be plugged /stopped.</li> <li>● Demonstrate different disposal techniques depending upon different types of waste.</li> <li>● Employ different ways to check if equipment/machines are functioning as per requirements and report malfunctioning, if observed.</li> <li>● Employ ways for efficient utilization of material and water</li> <li>● Use energy efficient electrical appliances and devices to ensure energy conservation</li> </ul>
<b>Classroom Aids:</b>	
White board/black board marker/chalk, duster, computer or Laptop attached to LCD projector	
<b>Tools, Equipment and Other Requirements</b>	
Different type of waste bins to collect and segregate waste for disposal	

## Module 4 - Communicate Effectively and Efficiently

### Mapped to NOS ASC/N9802 v1.0

#### Terminal Outcomes:

- Use effective communication and interpersonal skills.
- Apply sensitivity while interacting with different genders and people with disabilities.

<b>Duration:</b> <16:00>	<b>Duration:</b> <24:00>
<b>Theory – Key Learning Outcomes</b>	<b>Practical – Key Learning Outcomes</b>
<ul style="list-style-type: none"> <li>● Explain the organizational structure for communicating with colleagues, seniors and others.</li> <li>● Discuss the ways to adjust the communication styles to reflect sensitivity towards gender and persons with disability (PwD).</li> <li>● Explain the importance of respecting personal space of colleagues and customers.</li> <li>● State the procedure to receive work instructions and report problems to the supervisor.</li> <li>● List the various organizational policies and procedures to be followed at the workplace.</li> <li>● Describe different ways to rectify commonly occurring errors.</li> <li>● Explain the importance of complying with the instructions/guidelines and procedures while performing tasks related to the job specifications.</li> <li>● Discuss the importance of PwD and gender sensitization.</li> </ul>	<ul style="list-style-type: none"> <li>● Employ different means of communication depending upon the requirement while interacting with others.</li> <li>● Demonstrate using new ways to maintain good relationships with colleagues and supervisor.</li> <li>● Prepare a sample report to send the work status to the supervisor.</li> <li>● Demonstrate how to communicate with different genders and persons with disability (PwD) in a sensitive manner.</li> </ul>
<b>Classroom Aids:</b>	
White board/black board marker/chalk, duster, computer or Laptop attached to LCD projector	
<b>Tools, Equipment and Other Requirements</b>	
Sample of escalation matrix, organisation structure.	

## Module 5 - Repair/Replace Vehicle's Non-structural Body Components

### Mapped to NOS ASC/N1412, v2.0

#### Terminal Outcomes:

- Demonstrate the process of assessing damages and repair estimation under supervision.
- Perform repairing or replacement activities on non-structural panels or components

Duration: 52:00	Duration: 104:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> <li>• Identify different types of vehicle body and chassis damage/defects their cause, prevention and rectification, features of body construction and structural/non-structural panels, characteristics of common metals.</li> <li>• Discuss the job card received from the supervisor to understand repair requirements.</li> <li>• Assess the extent of damage to determine direction of impact and whether all the damages are due to the same time and situation.</li> <li>• Explain how to assist the supervisor/service advisor for visual inspection of the vehicle and identification of the type of damages on various parts of the body.</li> <li>• Describe how to prepare initial estimate by listing down repair requirements, time and replacement of consumables and other OEM components along with the supervisor/service advisor.</li> <li>• Identify the nomenclature, manufacturer's specifications of different consumable/material and hand tools, manual and electric dent pullers, welding equipment etc. and vehicle parts and body panels.</li> <li>• Discuss the overall functioning of various types of collision repair equipment, workshop tools /materials, their usage, storage and maintenance.</li> <li>• Recall the processes and procedures for preparing replacement panel work and panel fixing positions.</li> <li>• Summarise the removal, replacement, repair, and testing procedures related to vehicle body and frame</li> </ul>	<ul style="list-style-type: none"> <li>• Employ various techniques to assess the extent of damages in the vehicle's body and report malfunctions/repairs that are beyond own scope to the supervisor/service advisor.</li> <li>• Demonstrate how to park/place the vehicle on a suitable platform as per the job requirements.</li> <li>• Demonstrate how to collect, check and use the tools, equipment, components/aggregates, fittings, new panel, spare parts, consumables or materials as required for the repair.</li> <li>• Perform appropriate steps using proper techniques to remove detachable parts of the vehicle and tag removed items for repair, reuse and replacement.</li> <li>• Implement different ways to perform various OEM specific tasks during repair such as riveting, bonding, screwing, bolting etc.</li> <li>• Demonstrate how to apply suitable sealers, foams, anti-corrosion coatings and sound dampening pads on the vehicle's body parts during repair.</li> <li>• Employ suitable techniques for reinstalling non-structural removed/repaired/new panels/parts ensuring correct alignment of the panels and components.</li> <li>• Implement ways for inspecting grooves, angles, or gap allowances of body panels/components after repair and reinstallation by using testing devices as per manufacturer's specifications.</li> <li>• Perform steps to test for water leaks in the body panels and ensure that the sealing or adhesion of replaced rubber seal/weather strip or glass work activity is correct and as per OEM recommended guidelines.</li> </ul>

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| <ul style="list-style-type: none"> <li>• Explain how to report any malfunctions observed in the tools/equipment/material or any additional repair requirement in the vehicle to the concerned person.</li> <li>• Describe the importance of using proper PPE and ensuring order and cleanliness in the work area to avoid any hazard or damage to the vehicle and its components.</li> <li>• List the methods for removing and replacing exterior and interior body parts of the vehicle.</li> <li>• Identify the characteristics of commonly used glass parts such as Tempered/Toughened glass &amp; Laminated glass and plastic parts in the vehicle such as Polypropylene (PP), Poly Carbonate (PC) in the vehicle's body.</li> <li>• Emphasize on the importance of proper tagging and placement of vehicle's removed parts securely as per manufacturers' guidelines.</li> <li>• Describe the importance for maintaining complete documentation on the repair/replacement job/task of the vehicle.</li> <li>• Discuss how to check whether all repair activities/tasks have been completed as per requirements and specifications before releasing the vehicle for the next procedure.</li> </ul> | <ul style="list-style-type: none"> <li>• Implement proper waste disposal techniques for disposing scrap of damaged parts/panels.</li> <li>• Employ proper procedure for returning leftover consumable/parts and tools/equipment to the store/person incharge and informing them about any malfunctions.</li> <li>• Perform steps to reinstate suitable corrosion protection to replaced parts of the vehicle's body.</li> <li>• Demonstrate how to inspect the repaired body panel/components of the vehicle for proper functioning and test drive vehicles to verify proper alignment and handling.</li> </ul> |
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**Classroom Aids:**

Laptop, white board, marker, projector

**Tools, Equipment and Other Requirements**

PPE kit, job card, protective covers of vehicle, hand tools, welding & cutting tools and equipment, vehicle's body panels and components etc.

## Module 6 - Perform Repairs by Cutting or Welding Sheets on the Vehicle's Body

Mapped to NOS ASC/N1413, v2.0

### Terminal Outcomes:

- Perform cutting and welding activities on vehicle body panels.
- Carry out post cutting and welding activities.

<b>Duration: 52:00</b>	<b>Duration: 104:00</b>
<b>Theory – Key Learning Outcomes</b>	<b>Practical – Key Learning Outcomes</b>
<ul style="list-style-type: none"> <li>• Discuss the job card received from the supervisor to understand repair requirements.</li> <li>• Explain the principles of pulling systems, operation and adjustment of welding systems used for panel repair or replacement.</li> <li>• Describe the overall functioning of different types of collision repair tools/equipment and materials.</li> <li>• Identify the workshop tools/equipment and materials along with their usage, storage and maintenance procedures.</li> <li>• Explain the importance of using proper PPE for cutting and welding activities and ensure order/cleanliness in the work area to avoid any hazard or damage to the vehicle and its components.</li> <li>• Describe how to take assistance from supervisor to perform rough pulling for body alignment process.</li> <li>• Discuss how to assist supervisor in measuring the vehicle body dimensions to ensure correct alignment or final correction.</li> <li>• Emphasize on the importance of maintaining complete documentation on the cutting/welding job/task performed on the vehicle's body.</li> <li>• Discuss how to check whether all cutting/welding have been completed as per requirements and specifications before releasing the vehicle for the next procedure.</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrate how to park/place the vehicle on a suitable platform for performing cutting and welding activities on the vehicle body.</li> <li>• Employ various techniques to assess the extent of damages in the vehicle's body and report malfunctions/repairs that are beyond own scope to the concerned person.</li> <li>• Demonstrate how to collect, check and use the tools and equipment, for cutting and welding job.</li> <li>• Employ suitable techniques to use workshop tools/equipment (manual and automated) as per OEM SOPs.</li> <li>• Perform appropriate steps using proper techniques to remove detachable parts of the vehicle and tag removed items for repair, reuse and replacement before commencing cutting/welding activities.</li> <li>• Demonstrate how to cut and remove damaged/dented/welded structural panels with minimal disturbance to surrounding panels in order to prepare the body for new panel installation.</li> <li>• Implement different ways to properly install/replace the new panel ensuring its correct alignment with the vehicle body.</li> <li>• Employ appropriate welding techniques to weld new panels or panel assemblies as per OEM specifications.</li> <li>• Demonstrate how to dress weld seams using sanding/grinding operations and apply body seam sealers for rust prevention treatment.</li> <li>• Employ suitable techniques for reinstalling non-structural removed/repaired/new panels/parts (internal and external) ensuring correct alignment of the panels and components.</li> <li>• Implement proper waste disposal techniques for disposing scrap of damage</li> </ul>

	<p>parts/panels used during cutting/welding activities.</p> <ul style="list-style-type: none"> <li>• Employ proper procedure for returning leftover consumable/parts and tools/equipment to the store/person incharge and informing them about any malfunctions, if observed.</li> <li>• Demonstrate how to inspect the repaired body panel/part of the vehicle for proper functioning to verify proper alignment and handling.</li> </ul>
<p><b>Classroom Aids:</b></p>	
<p>Laptop, white board, marker, projector</p>	
<p><b>Tools, Equipment and Other Requirements</b></p>	
<p>PPE kit, job card, protective covers of vehicle, hand tools, welding &amp; cutting tools and equipment, vehicle's body panels and components etc.</p>	

# Annexure

## Trainer Requirements

Trainer Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
		Years	Specialization	Years	Specialization	
ITI (Mechanic Motor Vehicle)	Automotive Repair	2	Two/Four Wheeler Service	1	Two/Four Wheeler Service	NA
ITI (Mechanic Motor Vehicle)	Automotive Repair	3	Two/Four Wheeler Service	NA	NA	NA
Diploma (Automobile Engineering/ Mechanical Engineering)	Automotive Repair	1	Two/Four Wheeler Service	1	Two/Four Wheeler Service	NA
Diploma (Automobile Engineering/ Mechanical Engineering)	Automotive Repair	2	Two/Four Wheeler Service	NA	NA	NA
Certificate-NSQF(Two/Four Wheeler Master Technician) Level-6	Automotive Repair	2	Two/Four Wheeler Service	1	Two/Four Wheeler Service	NA

Trainer Certification	
Domain Certification	Platform Certification
Certified for Job Role: “Automotive Body Repair Technician”, QP: “ASC/Q1405”, v2.0”. Minimum accepted score is 80%	Recommended that the Trainer is certified for the Job Role: “Trainer”, “MEP/Q2601, v1.0”, Minimum accepted score is 80%

## Assessor Requirements

Assessor Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
		Years	Specialization	Years	Specialization	
ITI (Mechanic Motor Vehicle)	Automotive Repair	3	Two/Four Wheeler Service	1	Two/Four Wheeler Service	NA
ITI (Mechanic Motor Vehicle)	Automotive Repair	4	Two/Four Wheeler Service	NA	NA	NA
Diploma (Automobile Engineering/ Mechanical Engineering)	Automotive Repair	2	Two/Four Wheeler Service	1	Two/Four Wheeler Service	NA
Diploma (Automobile Engineering/ Mechanical Engineering)	Automotive Repair	3	Two/Four Wheeler Service	NA	NA	NA
Certificate-NSQF(Two/Four Wheeler Master Technician) Level-6	Automotive Repair	3	Two/Four Wheeler Service	1	Two/Four Wheeler Service	NA

Assessor Certification	
Domain Certification	Platform Certification
Certified for Job Role: “Automotive Body Repair Technician”, QP: “ASC/Q1405”, v2.0”. Minimum accepted score is 80%	Recommended that the Assessor is certified for the Job Role: “Assessor” “MEP/Q2701, v1.0”



## Assessment Strategy

### 1. Assessment System Overview:

- Batches assigned to the assessment agencies for conducting the assessment on SIP or email
- Assessment agencies send the assessment confirmation to VTP/TC looping SSC
- Assessment agency deploys the ToA certified Assessor for executing the assessment
- SSC monitors the assessment process & records

### 2. Testing Environment – The assessor should:

- Confirm that the centre is available at the same address as mentioned on SDMS or SIP
- Check the duration of the training.
- Check the Assessment Start and End time to be as 10 a.m. and 5 p.m.
- If the batch size is more than 30, then there should be 2 Assessors.
- Check that the allotted time to the candidates to complete Theory & Practical Assessment is correct.
- Check the mode of assessment—Online (TAB/Computer) or Offline (OMR/PP).
- Confirm the number of TABs on the ground are correct to execute the Assessment smoothly.
- Check the availability of the Lab Equipment for the particular Job Role.

### 3. Assessment Quality Assurance levels/Framework:

- Question papers are created by the Subject Matter Experts (SME)
- Question papers created by the SME are verified by the other subject Matter Experts
- Questions are mapped with NOS and PC
- Question papers are prepared considering that level 1 to 3 are for the unskilled & semi-skilled individuals, and level 4 and above are for the skilled, supervisor & higher management
- Assessor must be ToA certified & trainer must be ToT Certified
- Assessment agency must follow the assessment guidelines to conduct the assessment

### 4. Types of evidence or evidence-gathering protocol:

- Time-stamped & geotagged reporting of the assessor from assessment location
- Centre photographs with signboards and scheme specific branding
- Biometric or manual attendance sheet (stamped by TP) of the trainees during the training period
- Time-stamped & geotagged assessment (Theory + Viva + Practical) photographs & videos

### 5. Method of verification or validation:

- Surprise visit to the assessment location
- Random audit of the batch
- Random audit of any candidate

### 6. Method for assessment documentation, archiving, and access

- Hard copies of the documents are stored
- Soft copies of the documents & photographs of the assessment are uploaded/accessed from Cloud Storage
- Soft copies of the documents & photographs of the assessment are stored in the Hard Drives

## References

## Glossary

Term	Description
<b>Declarative Knowledge</b>	Declarative knowledge refers to facts, concepts and principles that need to be known and/or understood in order to accomplish a task or to solve a problem.
<b>Key Learning Outcome</b>	Key learning outcome is the statement of what a learner needs to know, understand and be able to do in order to achieve the terminal outcomes. A set of key learning outcomes will make up the training outcomes. Training outcome is specified in terms of knowledge, understanding (theory) and skills (practical application).
<b>OJT (M)</b>	On-the-job training (Mandatory); trainees are mandated to complete specified hours of training on site
<b>OJT (R)</b>	On-the-job training (Recommended); trainees are recommended the specified hours of training on site
<b>Procedural Knowledge</b>	Procedural knowledge addresses how to do something, or how to perform a task. It is the ability to work, or produce a tangible work output by applying cognitive, affective or psychomotor skills.
<b>Training Outcome</b>	Training outcome is a statement of what a learner will know, understand and be able to do <b>upon the completion of the training</b> .
<b>Terminal Outcome</b>	Terminal outcome is a statement of what a learner will know, understand and be able to do <b>upon the completion of a module</b> . A set of terminal outcomes help to achieve the training outcome.

## Acronyms and Abbreviations

<b>NOS</b>	National Occupational Standard(s)
<b>NSQF</b>	National Skills Qualifications Framework
<b>QP</b>	Qualifications Pack
<b>TVET</b>	Technical and Vocational Education and Training
<b>PwD</b>	Persons with Disability
<b>OEM</b>	Original Equipment Manufacturer