



QUALIFICATION FILE – PM Vishwakarma

Assistant Barber – Salon Services (Advance)

NCrF/NSQF Level: **NSQF Level 3**

Submitted By:

Beauty & Wellness Sector Skill Council-BWSSC

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Section 1: Basic Details

1. PM Vishwakarma -Qualification Name	Assistant Barber – Salon Services	
2. Sector	Beauty & Wellness Sector Skill Council	
3. Related Qualification Available on NQR (wherever applicable)		NQR Code & version:
4. National Qualification Register (NQR) Code & Version (Will be issued after NSQC approval.)	NG-03-BW-02326-2024-V1-BWSSC	5. NCrF/NSQF Level: 3
6. Brief Description of the Job Role	Barber for men's advance salon services primarily focuses on hair relaxing services like head massage, facial procedures, creative haircut, beard/moustache trimming, shaping and styling and foot massage.	
7. Eligibility Criteria for Entry for a Student/Trainee/Learner/Employee	Existing Vishwakarmas duly verified as per the Scheme	
8. Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrF))	4	9. Common Cost Norm Category (I/II/III): II
10. Any Licensing Requirements for Undertaking Training on This Qualification (wherever applicable)	NA	

11. Training Duration by Modes of Training Delivery (as per requirement of the qualification)		Modules	Type of Skills	Notional Hours (hh:mm)
		Usage of new machinery/tools/equipment	Core	45:00 hours
		Entrepreneurship skills, design workshops and Bureau of Indian Standards (BIS)	Core	30:00 hours
		Advance Digital Skills	Generic	15:00 hours
		Advance Financial Literacy	Generic	15:00 hours
		Advance Marketing and Outreach Skills	Generic	15:00 Hours
		Total		120:00 Hour
12.	Is the Qualification Amenable to Persons with Disability	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", specify applicable type of Disability:		

13. Name and Contact Details Submitting / Awarding Body SPOC <i>(In case of CS or MS, provide details of both Lead AB & Supporting ABs)</i>	Name: Ms. Monica Behl Email: ceo@bwssc.in Contact No.: 011 – 40342940 Website: www.bwssc.in
14. Final Approval Date by NSQC: 15/03/2024	15. Validity Duration: 3 Years (Co-terminus with the PM Vishwakarma Scheme subject to midway changes in the qualification) 16. Next Review Date: 15/03/2027

Section 2: Tools and Equipment Details

List of Tools and Equipment

Batch Size: 20-30

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size	Tool Image/ Image URL
1	Electronic clipper	<p>Super slim and light weight for mobility 0.4 mm cutting length.</p> <p>4 Guide combs (2.5 mm to 11 mm) Lithium-ion battery</p> <p>75 min run time / 60 min charge.</p> <p>Power source type: battery powered, material type: stainless steel, 1-year warranty.</p> <p>Reputed standard make and design</p>	1	
2	Hi-Frequency machine	<p>High frequency electric machine with standard accessories, etc. which helps wound to heal fast and to restrain pores and be very multi-functional like helps hair growth and cure alopecia, etc.</p> <p>Reputed standard make and design</p>	1	

3	Hair Straightener cum Iron	Dual Ceramic Heaters for immediate heat up and rapid heat recovery. One hour Auto Shut Off function.	1	
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		<p>Tourmaline ceramic plates emit gentle, far-infrared heat to eliminate frizz.</p> <p>LED display with adjustable temperature range from 150 °C to 230 °C.</p> <p>Auto adjustable floating plates to provide for easy glide styling with no gaps.</p> <p>1 year warranty</p>		
4	Heavy duty Hair Dryer	<p>4 heat and 2 speed combination plus cool shot for choice superior mute.</p> <p>Includes 2 air flow nozzles aesthetic ergonomic design equipped with overheating protection device.</p> <p>The minimum length of cord should be 2.8M.</p> <p>2200 watts</p> <p>1 year warranty</p>	1	

5	Long edge cutting scissors Thinning scissors	2 pcs of hair cutting Scissors one with straight blades and one with textured blades. Lightweight, High quality stainless steel, durable plastic. Smooth, sharp, and durable. Balanced weight and ergonomic design. Refined and lightweight, reducing wrist, elbow, and hand tension.	1	
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6	Comb set	Plastic with carbon fibre finish with standard number of combs. Reputed standard make Material: Plastic with carbon fibre finish	1	
7	Vent Brush, Round Brush Dusting Brush	Sleek and lightweight body with super flexible bristles help in a pain-free detangle. Ball Tipped bristles should be gentle on scalp & massage it for improved blood circulation and improved hair health.	1	
8	Apron	Apron made of Waterproof fabric-PU	1	
9	Disposable Bags	Garbage Bags made of Compostable plastic, Minimum 35 Micron. Disposable black plastic bags with standard size Storage capacity: Min 2 Kgs. Packing Weight: 1 Kg	1	

10	Cutting & Coloring Sheet	Apron made of Waterproof fabric-PU.	1	
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11	Section clips (Set of 6)	Plastic and metal section clips (set of 6 nos.)	1	
12	Disposable gloves	Latex & Nitrile disposable hand gloves (6 pairs)	1	
13	Mobile Phone	SMART PHONE	30	
14	Wifi/ Mobile internet	5G/4G/3G, 10 Mpbs		

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. PC/Laptop
2. Screen Projector

- 3. Screen
- 4. Marker
- 5. White Board
- 6. Duster
- 7. Smart Phone

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Section 3: Performance Criteria & Assessment Criteria

Description

Barber for men's advance salon services primarily focuses on hair relaxing services like head massage, facial procedures, creative haircut, beard/moustache trimming, shaping and styling and foot massage.

Scope

The scope covers the following:

- Perform creative hair cut
- Carry out beard/moustache trimming, shaping and styling
- Perform hair relaxing services
- Perform facial procedures
- Perform foot massage

Performance Criteria & Assessment Criteria

S. No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
Perform Advance Salon Services for Men					
	Perform creative hair cut	5	15		20
PC 1.	adhere to the health and safety standards laid out by the manufacturer and salon				
PC 2.	position self and client throughout treatment to ensure privacy, comfort and well- being				
PC 3.	prepare yourself, the client and work area for required services				
PC 4.	clarify the client's understanding and expectation prior to commencement of treatment				
PC5.	consult the client to identify the desired look before cutting				
PC6.	sanitize the hands prior to the service commencement				
PC7.	prepare the client and provide suitable protective apparel				

PC8.	identify the condition of the hair to achieve the required results by analysing the influencing factors				
PC9.	select styling products, tools and equipment based on the results of client consultation and hair analysis				

PC10.	select the most suitable technique to the client's hair and to achieve the desired look				
PC11.	establish and follow the guidelines to accurately achieve the required look such as short textured modern mullet or trending medium length.				
PC 12.	perform various sectioning techniques to carry out the desired haircut				
PC13	select the most suitable drying, setting, styling and finishing techniques to achieve the desired look. Apply finishing product following manufacturer's instructions to maintain the style				
PC14.	cross check the hair cut to ensure even balance and weight distribution and create balanced and shaped sideburns that suit the required look				
PC15.	check the clients wellbeing throughout the service and giving the necessary reassurance				
PC16.	position self and client throughout procedure to ensure comfort and well-being				
PC17.	perform and adapt the procedure using materials, equipment and techniques correctly and safely to meet the needs of the client				
PC18.	complete the procedure to the satisfaction of the client in a commercially acceptable time				

PC19.	record the procedure accurately and store information securely in line with the salons policies				
PC20.	provide specific after-procedure, homecare advice and recommendations for product use and further treatments to the client				
Carry out beard/moustache trimming, shaping and styling		5	15		20
PC21.	prepare and maintain work area as per requirement				
PC22.	identify the condition of the hair to achieve the required results by analyzing the influencing factors				
PC23.	select the most suitable technique to the client's hair and to achieve the desired look				
PC24.	select shaving and styling products, tools and equipment based on the results of client consultation and hair analysis				
PC25.	establish and follow the guidelines to accurately achieve the required look such as a short and well-defined beard, a medium-length beard, or a longer, fuller beard, Partial shave, or Beard outlines, etc.				
PC26	create balanced and shaped sideburns that suit the required look				
hair relaxing sevices		5	5		10
PC 27	prepare and maintain work area				
PC 28	prepare the client for required facial services				
PC 29	perform facial service using correct movement and procedure				

perform facial procedures		5	15		20
PC 30	prepare the client for required facial services				
PC 31	perform facial service using correct movement and procedure				

S. No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
	foot massage	5	10		15
PC 32	prepare and maintain work area				
PC 33	prepare the client for foot massage				
PC 34	perform foot massage service using correct strokes and procedure				
Entrepreneurial skills and Design Workshops					
	starting journey as an entrepreneur	5	10		15
PC 1	identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research				
PC 2	develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion				
PC 3	identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity				

PC 4	identify different types of customers and ways to communicate with them				
PC 5	identify and respond to customer requests and needs in a professional manner				
PC 6	use appropriate tools to collect customer feedback				
PC 7	follow appropriate hygiene and grooming standards				
PC 8	Building up confidence				
PC 9	ensure cleanliness and focus on client experience and feedback which will form the base for expansion and growth				
Advance Digital Literacy					
Advanced features of using mobile phones (Smart Phones)		10	10		
PC 1	Use the mobile phone in a secure way by locking/unlocking phone/apps using various options like face recognition, fingerprint etc.				
PC 2	Use advanced camera features for business tasks, like scanning QR codes.				
PC 3	Crop photos, take screenshots, and share them as attachments.				
PC 4	Understand how to use features like conference calls, call recording, and call forwarding.				
PC 5	Access and manage documents stored in different folders in phone. Eg. File folder, download folder, etc.				
PC 6	Manage phone memory and data storage.				
PC 7	Use other features of smartphone such as Airplane mode, Do Not Disturb, Bluetooth, other sharing services etc.				

PC 8	Using voice assistant on Smartphones for tasks like setting reminders, asking questions, etc.				
Using advanced Internet and mobile applications (Apps)		20	30		
PC 1	Connect to internet using Wi-Fi, Mobile Data.				
PC 2	How to secure various apps installed on phone.				
PC 3	Using mobile applications to compress pictures and documents.				
PC4	Access, store, and share documents using Google Drive from your phone.				
PC 5	Use apps for managing schedules and appointments.				
PC 6	Utilize Advanced Features of WhatsApp, Gmail, Google Maps, PayTM, and other social media applications such as Facebook and YouTube.				
PC 7	Using Video conferencing features in different apps (Zoom etc.)				
PC 8	Create and improve business profiles on relevant social media platforms to reach more customers using features of geo-tagging.				
PC 9	Interact with customers by responding to messages and comments promptly, and share business-related content effectively.				
PC 10	Using applications for customer service interaction (chat and voice calls)				
PC 11	Usage of common applications like currency conversion, interest calculation etc.				

PC 12	Usage of apps to help in various trades like carpenter, tailor etc. (Measurement and calculation apps, find and obtain construction material, manage inventory, learn new techniques and best practices in their specific trade)				
Privacy and security related to Internet and mobile phones		15	15		
PC 1	Identification of authentic calls and blocking SPAM calls				
PC 2	Apply safe and ethical browsing practices (protecting identity) online privacy and the potential risks associated with social media use.				
PC 3	Understand how to safely store passwords and apply the same.				
PC 4	Identify common online harassment scenarios (e.g., hate speech etc, cyberbullying), prevention, consequences and ways to deal with them.				
PC 5	Understanding fake and real information, importance of verifying the content available on the net and also understanding the responsibility while sharing any content.				
PC 6	Learn to identify deep fake AI generated frauds and reporting to the concerned authorities.				
Advance Financial Literacy					
Importance of Being Financial Literate		0	0	0	10
PC 1	Explain advanced financial terms such as long and short-term assets, liabilities, investments, debit, credit, etc				
PC 2	Understand various types of business-related financial transactions and their uses in business scenarios				

PC 3	Describe various types of payment methods such as cheques, UPI, RTGS etc				
PC 4	Use mobile applications and online platforms to track expenses and manage financial goals (mention some names).				
PC 5	Know about various Government schemes such as Pradhan Mantri Jan Dhan Yojana, Jeevan Jyoti Bima Yojana, Suraksha Bima Yojana, Sukanya Samridhi Yojana, National Pension Scheme (NPS), Atal Pension Yojna (APY)				
Managing bank account		0	0	0	10
PC 1	Know various banking services offered by bank such as transfer-receipt of money, deposit-withdrawal etc.				
PC 2	Operate ATM, Deposit Cash/ Cheque through machines or manually				
PC 3	Visit branch to operate and manage bank accounts				
PC 4	Use mobile and net banking to operate and manage bank accounts				
PC 5	Follow safety measures while managing bank accounts				
Managing Loans		0	0	0	10
PC 1	Know various types and features of secured and unsecured loans				
PC 2	Identify appropriate type of loan as per need, purpose, and loan terms and conditions				
PC 3	Select the loan repayment structure based on the interest rate and duration.				
PC 4	Legal process for resolution of delay/ default in payment of loan instalment				

Basic Understanding of taxes		0	0	0	10
PC 1	Know various types of Taxes such as Income tax, Goods and Services Tax (GST), etc.				
PC 2	Explain simple terms related to taxation such as taxable income, tax rates, Tax Deductible at Source (TDS), Value of Goods etc.				
PC 3	Understand important concepts and applicability of income tax and GST				
PC 4	Understand Basic guidelines for filing income tax and GST returns, including deadlines				
Using advanced features of Digital Payment Applications		0	0	0	10
PC 1	Install and configure Digital Payment Applications				
PC 2	Learn and practice advanced features of Digital Payment Applications such as wallets, bill payments, recharge etc.				
PC 3	Perform transactions using Digital Payment Applications such as UPI, RTGS, NEFT, IMPS etc.				
Awareness and Prevention of Financial Frauds		0	0	0	10
PC 1	Identify common online financial frauds and spams and associated potential risks				
PC 2	Apply safe and ethical practices for securing online transactions				
Advance Marketing and Outreach Skills					

Marketing and Customer Insights		10	10		
PC 1	Conduct marketing activities for artisan products.				
PC 2	Evaluate customer feedback to improve product offerings and marketing strategies.				
Quality Assurance and Certification in Craftsmanship		10	10		
PC 1	Obtain relevant quality certifications such as e ISI mark, Agmark and Hallmark.				
PC 2	Manage product quality as per quality standards.				
Brand Development and Promotion Strategies		10	10		
PC 1	Understand brand identity to enhance sales and promotion.				
PC 2	Promote products through Social media and digital marketing.				
PC 3	Leverage National Marketing Committee support in operations and logistics.				
E-Commerce Management for Artisans		10	10		
PC 1	Onboarding e-commerce platform.				
PC 2	Understand process of cataloguing the products and services of Vishwakarmas				
PC 3	Apply strategies for e-commerce linkage with GeM, Khadi India, MSME Mart				
Building Trade Network for Craft Business		5	5		
PC 1	Use digital marketing for wider reach and publicity of the Vishwakarma Scheme.				

PC 2	Identify and collaborate with relevant Industry Bodies				
PC 3	Create links with suitable exporters and traders operating under the sector.				
Trade Fairs and Exhibitions		5	5		
PC 1	Participate in trade fairs, exhibitions related to the products.				
PC 2	Set up collective display of PM Vishwakarma Products to associations of the artisan groups.				
TOTAL MARKS		125	175		160

(Assessment Criteria may be specified at Element/PC level as per the requirement.)

Section 4: Trainers & Assessors

1.	Trainer's Qualification and experience in the relevant sector (in years)	<p>Domain Trainer: (Preference – Trainers from Industry/cluster/ working professionals who know operations of the required tools/ Certified trainers in relevant trades)</p> <p>12th grade pass with 2 years' experience in the relevant sector and 1 year of teaching experience</p> <p>Life Skills Trainer: (Preference – Domain trainers may be onboarded on Life Skills to be certified Vishwakarma Trainer / Certified Life Skills trainer for Vishwakarma qualification)</p> <p>12th grade pass with 2 years' experience in the relevant sector and 1 year of teaching experience</p>
2.	Assessor's Qualification and experience in relevant sector (in years)	<p>(Preference – Vishwakarma Trainer in relevant trades will be onboarded on assessments for becoming Certified Assessors / Certified Assessors in relevant trade. Certified assessor will also take the Life Skills Module assessment.)</p> <p>Graduate with 3 years of experience in the relevant sector</p>

Annexure: Assessment Strategy

<Specify the assessment strategy to assess the trainee's proficiency in operating the tools.>

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

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:

- Check the Assessment location, date and time
- 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.
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3. Assessment Quality Assurance levels/Framework:

- Question bank is created by the Subject Matter Experts (SME) are verified by the other SME
- Questions are mapped to the specified assessment criteria
- Assessor must be ToA certified & trainer must be ToT Certified
-

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
-

5. Method of verification or validation:

- Surprise visit to the assessment location
- ...

6. Method for assessment documentation, archiving, and access

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Annexure: Acronym and Glossary

Acronym

Acronym	Description
AA	Assessment Agency
AB	Awarding Body
NCrF	National Credit Framework
NOS	National Occupational Standard(s)
NQR	National Qualification Register
NSQF	National Skills Qualifications Framework

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.

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