

CONTACT DETAILS OF THE BODY SUBMITTING THE QUALIFICATION FILE

Name and address of submitting body:

Groundcrew Examining Board (GEB)
Air Force Station
Chandigarh-160003

Name and contact details of individual dealing with the submission

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List of documents submitted in support of the Qualifications File

1. Curriculum and training contents for Joint Basic Physical Training (JBPT) as **Annexure I**
2. Curriculum and training contents for Trade Phase Training Term – I as **Annexure II**
3. Curriculum and training contents for Trade Phase Training Term – II as **Annexure III**
4. Curriculum and training contents for Trade Phase Training Term – III as **Annexure IV**
5. Blue Print of Examination as **Annexure V**
6. Air Force Order (AFO) 57/15 specifying the role of Logistic Assistant as **Annexure VI**

SUMMARY

1. Qualification Title	AC/LAC : Logistics Assistant
2. Qualification Code	IAF/Lgs/140
3. NCO Code and Occupation	4321.9900, Stock Clerks; 4321.0102, Inventory Clerk; 4321.0100, Storekeeper; 5414.0151, Armed Security Guard; 5411.9900, Fire Fighter
4. Nature and purpose of the qualification	A trade Certificate to the Logistics Assistants with adequate knowledge and skill to perform duties and responsibilities of Logistics Assistant trade in Logistics Section of Air Force Units/ Station.
5. Body/bodies which will award the qualification	Non Technical Training Institute, Air Force (NTTI, AF) & Regional Examining Board (Training)
6. Body which will accredit providers to offer courses leading to the qualification	Directorate of Training (D Trg), Air Headquarters
7. Whether accreditation/affiliation norms are already in place or not (if yes, attach a copy)	N/A as specific to Defence Forces
8. Occupation(s) to which the qualification gives access	Leading Aircraftsman of Logistics Trade
9. Job Description of the Occupation	To perform the duties of Logistician in IAF for Procurement, stocking, warehousing, provisioning & purchase and inventory related tasks. For further details refer Annexure- VI
10. Licensing requirements	N/A
11. Statutory and regulatory requirements of the relevant sector (documentary evidence to be provided)	Air Force Act, Air Force Regulations, Air Force Order,
12. Level of the qualification in the NSQF	4
13. Anticipated volume of training/learning required to complete the qualification	A total training of 2700 Hrs comprising of:- (a) JBPT:1050 Hours (b) 1130 Hrs comprising of following three terms: (i) TPT Term –I : 352 hrs (ii) TPT Term –II : 362 hrs (iii) TPT Term -III : 416 hrs

	(c) 520 Hrs as OJT on trade duties		
14. Indicative list of training tools required to deliver this qualification	Modern audio visual classroom aids including PCs for imparting familiarity to computerized working environment. Various operating systems, software related to Logistics and supply chain management. Study material related to basic logistics functioning, tools required to introduce front end and back end of simulation software to ab-initio trainees into the vertical.		
15. Entry requirements and/or recommendations	<p><u>Educational Qualification:</u> Passed Intermediate / 10+2 / equivalent examination in any stream / subjects approved by Central / State Education Boards with minimum 50% marks in aggregate and 50% marks in English. OR Passed two year vocational course affiliated / recognized by CBSE / State Education Boards/ Councils duly recognized at par with 10+2 by AIU with minimum 50% marks in aggregate, and 50% marks in English in Vocational Course or in Intermediate / Matriculation if English is not a subject in Vocational Course.</p> <p><u>Age:</u> 17 Yrs -21 Yrs</p> <p><u>Prerequisite For TPT:</u> Air warrior should have successfully completed Joint Basic Phase Training</p>		
16. Progression from the qualification	<p>Job Progression AC→LAC→Cpl*→Sgt*→JWO*→WO→MWO *Subject to clearing promotion exam for Corporal (Cpl), Sergeant (Sgt) and Junior Warrant Officer (JWO) called as Corporal Promotion Exam (CPE), Sergeant Promotion Exam (SPE) and JWO Promotion Exam (JPE) respectively.</p>		
17. Planned arrangements for the Recognition of Prior learning (RPL)	N/A, as each stage is complete		
18. International comparability where known	Not known		
19. Date of planned review of the qualification.	Every 5 yrs/earlier in case of change in training syllabus pattern.		
20. Formal structure of the qualification			
Title of component and identification code.	Mandatory/ Optional	Estimated size (learning hours)	Level
1. Capability to undertake the entire range of work of a Logistics Assistant tradesmen in Logistics Section of a Base. IAF/Lgs/140-4/01	M	220	4

2. Knowledge/awareness on Equipment Accounting IAF/Lgs/140-4/02	M	220	4
3. Knowledge/awareness on Issue and dispatch IAF/Lgs/140-4/03	M	230	4
4. Knowledge/awareness on Store Maintenance IAF/Lgs/140-4/04	M	220	4
5. Knowledge/awareness on Handling of Explosive IAF/Lgs/140-4/05	M	230	4
6. Knowledge/awareness on Handling and operation of first aid fire appliances. IAF/Lgs/140-4/06	M	220	4
7. Knowledge/awareness on Forward supply system IAF/Lgs/140-4/07	M	220	4
8. Knowledge/awareness on Cargo handling IAF/Lgs/140-4/08	M	240	4
Total		1700	

SECTION 1 **ASSESSMENT**

21. Body/Bodies which will carry out assessment:

Trade Phase Training (TPT) is completed through 3/4 terms for Non Tech/Tech trade airmen respectively. The formative and Summative Assessment during the Trade Phase is conducted respectively by Training Institute and external body REB (T). The final certification and mustering into the trained trade is done by REB(T)

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

N/A.

23. Describe the overall assessment strategy and specific arrangements which have been put in place to ensure that assessment is always valid, reliable and fair and show that these are in line with the requirements of the NSQF.

Assessment is carried out by both Unit Examining Board and independent REB (T). Both the boards have all necessary infrastructure and pool of qualified Instructors, Examiners and Assessors to carry out detailed assessments. REB (T) uses all the modern trends like Online Testing and Evaluation System (OTES) for conducting the exams, evaluation and in-depth analysis of the result. The exams are conducted in the following manner:-

(a) Written Exams are conducted by both boards for the theory part of curriculum consisting

of questions divided into three categories (factual, comprehension, application) for testing the knowledge of Air warrior in his trade

- | | |
|--|-----------|
| (i) Objective : MCQ, T&F, Fill in the blanks | 100 Marks |
| (ii) Subjective : VSA, SA, LA | |
| (b) Practical Exam on Pay & Equipment accounting to test the following:- | 100 Marks |
| (i) Professional Skill | |
| (ii) Core Skill of the Air warrior | |
| (c) Viva Voce to gauge the overall knowledge. | 50 Marks |

Total : 250 Marks

ASSESSMENT EVIDENCE

Complete a grid for each component as listed in “Formal structure of the the qualification” in the Summary.

NOTE: this grid can be replaced by any part of the qualification documentation which shows the same information – ie Learning Outcomes to be assessed, assessment criteria and the means of assessment.

24. Assessment Evidences

Title of Component:

Outcomes to be assessed	Assessment criteria for the outcome
1. Capability to undertake the entire range of work of an Logistics Assistant tradesmen in Logistics Section of a Base.	1 Should have basic knowledge of:- (a) Able to receive, unpacking, checking of consignment. (b) Binning, labeling, marking of bays, racks and bins and storing at appropriate place.
2. Knowledge/awareness on Equipment Accounting	2. Able to understand type of stores and generating of vouchers on integrated material management online system.
3. Knowledge/awareness on Issue and dispatch	3. Must be able to : (a) Understand/ under supervision should be able to work in non- technical store for internal issue, receipt, exchanges and transfer of equipment including common user items – clothing, barrack and Tentage etc. (b) Correct loading and securing of equipment by/from rail or road transport including unloading of railway wagons.
4. Knowledge/awareness on Store Maintenance	4. Able to understand/ under supervision should be able to carry out maintenance of stores/ group as

	assistance to group in-charge
5. Knowledge/awareness on Handling of Explosive	5. Must be able to :- (a) Under close supervision of qualified supervisor able to handle explosive store, dangerous good, compressed gases and their associated component. (b) Preparation of documents on IMMOLS and use of various modules of IMMOLS.
6. Knowledge/awareness on Handling and operation of first aid fire appliances.	6. Have the first aid fire appliances, fire fighting procedure and knowledge Fire Hazard places.
7. Knowledge/awareness on Forward supply system	7. Able to work under supervision in aircraft and mechanical transport forward supply system.
8. Knowledge/awareness on Cargo handling	8. Under supervisor able to deal with various transport aircraft in respect of load for centre of gravity, pay load, loading technique and unloading of cargo aircraft. Have the proper knowledge of air transport hazardous, dangerous, valuable and fragile cargo.
Means of assessment	
1. Means of Formative Assessment (Total marks allotted- 250) conducted by UEB	
(a) Assignments for each module of Written Theory	100 Marks
(b) Assignments for each module of Trade Skills component	30 Marks
(c) Continuous evaluation of Phy training BPET	50 Marks
(d) Weapon Training and Firing	40 marks
(e) Practical	30 Marks
2. Means of Summative Assessment (Total marks allotted- 250) conducted by REB (T)	
(a) Written test for Theory component	100Marks
(b) Written test for Trade Skills component	30 Marks
(c) Range Firing Practical Test	40 Marks

(d) Practical driving

30 Marks

(e) Viva voce for Practical Component.

50 Marks

Pass/Fail

The minimum qualifying standard is 50% marks in each part and 50% in aggregate of all parts of Course End Knowledge Test Exam conducted by REB (T). However, any airwarrior who scores 70% in each part in Course End Knowledge Test (CEKT) exam are directly conferred the rank of Leading Aircraftman (LAC) on completion of training itself.

Should pass within 2 attempts

SECTION 2

25. EVIDENCE OF LEVEL

OPTION A

Title/Name of qualification/component: AC/LAC of Logistic Assistant			
Skill level-4			
NSQF Domain	Outcomes of the Qualification/Component	How the outcomes relates to the NSQF level descriptors	NSQ F Level
Process	Air Warriors carries out routine duties of logistic section	1. Air Warriors are able to carry out all internal and external transaction of receipt and issue. 2. Recognize day to day work and able to solve problems	4
Professional knowledge	Air Warriors possess a fair knowledge of the Logistics organization and their working 1. Accounting of Equipment 2. Maintenance of stores 3. Handling and operation of fire appliances	1. Air Warriors are able to acquire basic knowledge of various stores 2. They are able to identify type of store and their handling 3. They are able to understand type of fire appliances used to extinguish fire.	4
Professional skill	Air Warriors possess cognitive & practical skills and are able to operate any store pertaining to organisation inventory	1. Air Warriors are able to recognize troubleshooting problems and corresponding cause for various modules of integrated material management on line system (IMMOLS)	4
Core skill	The Air Warriors possess desired mathematics skill, understand social &political environmental. Can demonstrate the following:- 1. Communicate within Air Force and outside agencies 2. Air Warriors are able to understand the servicing manuals 3. Air Warriors have basic computer knowledge	Able to have communication skill, arithmetic skills, computer skill and basic understanding of social and natural environment	4
Responsibility	Air Warriors can shoulder responsibility for own work and learning	Capable of working independently and takes responsibility for his work	4

SECTION 3

EVIDENCE OF NEED

26. What evidence is there that the qualification is needed?

1. Acquisition of modern equipment in IAF inventory poses herculean task to upkeep these stores which are meant to be used during peace, natural calamity and actual combat. These stores need regular maintenance to keep them combat worthy round the clock.

2. The Logistic Assistant are entrusted upon maintaining the upkeep of these stores/ inventory. These tradesmen go through rigorous training at Training Institute and acquire the required acumen.

3. The huge number of warehouses acquired by IAF from India and Abroad calls for a huge pool of trained Logistic Assistant at various levels. Thus this is relevant to fulfill the demand of IAF.

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

Is based on the cadre and actual figures cannot be revealed

27. Recommendation from concerned Line Ministry of Govt/Regulatory Body. To be supported by documentary Evidences

The trade has been cleared by MoD and notification to the same effect is confidential in nature.

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

This qualification is especially tailor made to suit the specific AF requirements. In some parts it does have some similarity with civilian Store keeper for which the NOS have been equated. However, there is no single occupation that covers all the aspects covered under this qualification.

29. What arrangements are in place to monitor and review the qualification(s)? What data will be used and at what point will the qualification(s) be revised or updated?

IAF has well defined Directorates responsible for monitoring both the training and testing aspects. Directorate of training is responsible for ensuring that right training is imparted to the recruits. The syllabus is based on various studies and feedback received from field units/ REB (T).

Directorate of Education is responsible for Trade testing and evaluation of the knowledge and skill level of the Air warriors passing out from the training institute and their performance in field units. This qualification will be reviewed and revised in two steps:-

This qualification will be reviewed and revised at an interval of five years or earlier, in case of change in syllabus based on the feedback from field Units/REB(T/Z).

SECTION 4

EVIDENCE OF PROGRESSION

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

On completion of the course, an Aircraftsman will be posted to the field unit. On completion of three months in field unit under supervision of WO/Logistics Officer, he will be reclassified to LAC. After three months of skill refinement, he will be in a position to appear for Corporal Promotion Examination (CPE). On successful completion of CPE, he will be promoted to Corporal (CPL) on completion of five years of service from the date of enrolment. He will further keep climbing the promotion ladder by appearing for Sergeant Promotion Examination (SPE) for Sergeant and JWO Promotion Examination (JPE) for JWO ranks. As per new policy in vogue, ACRs have been linked to skill levels. So, he will be motivated to enhance his skill levels and get them tested by appearing for SGT (Skill Gradation Test)

The progression flow is given below.

AC→LAC→Cpl*→Sgt*→JWO*→WO→MWO

*Subject to clearing promotion exam for Cpl, Sgt and JWO called as CPE, SPE and JPE

31. INSTRUCTOR PREREQUISITES: For posting as an instructor following prerequisites are to be fulfilled:-

- (a) **Personal attributes:-**
 - (i) Should be energetic, motivating, innovative and good at communication.
 - (ii) Should be able to establish rapport with the trainees and employ innovative methods to impart instructions.
- (b) **Qualification:-**
 - (i) Should have attained rank of Sgt and above (at least 13 yrs of service).
 - (ii) Should have been assessed 'Superior' and above during preceding 5 yrs.
- (c) **QRs:-**
 - (i) Should have in depth knowledge and be highly skilled in his trade.
 - (ii) Should be recommended for instructional duties by GEB/REB on attaining stipulated standards during assessment.
 - (iii) Should have undergone Methods of Instruction Course conducted by Ground Training Instructors School.

ANNEXURE-I**CURRICULUM AND TRAINING CONTENTS FOR
JOINT BASIC PHYSICAL TRAINING (JBPT)**

SL NO	Subject	Periods				Remarks
		Th	D	P	Total	
01	Common Activities	37	11	52	100	Arrival, Documentation, Clothing Issue, Diagnostic Test, Trade Allocation Test, Filling of TPRC and Bio-data, Lecture on Stress Fracture and Healthy Living, Lecture by Civil Psychologist, PAN Card Application and Bank Account Opening, Issue of Stationery, Lecture on Medical and Hygiene, Inoculation, Lectures on Aerospace Safety, Reporting of Unusual Occurrence, Handling of Communication Equipment, Intelligence & Counter Intelligence, Clearance, Latest Security Environment .
02	GST	24	50	516	590	-Health Run, Foot Drill, Arms Drill & Ceremonial Parade -SAT, Simulator and Range Firing, -Basic arms and ammunition safety practices -Firing techniques and procedures ,Endurance Training -PT &Games,Yoga,Cross-country,upkeep of faculty & billets -Field Craft Training Camp and Exams
03	English	89	81	180	350	-Elevate Elementary ,Elevate Pre-Intermediate -Elevate Intermediate ,Service Writing -Brief presentation on the working of various sections by Flt Cdrs -Exams
04	GSK	127	16	22	165	-administration & organisation, introduction to aircraft -aerospace safety ,fire& security & intelligence -counter terrorism ,air force law -basic doctrine of IAF and service ethos -medical & hygiene ,glossary of service terms -mess etiquettes & telephone etiquettes -examinations
05	Basic Computer Training	42	02	06	50	-Basics of Computers, Features of Modern Computer -Introduction of Computer Hardware ,Input / Output Devices

						<ul style="list-style-type: none"> -Computer Software, Virus, Memory & Memory Devices -Introduction to Operating System & MS Office -Introduction to Files & Folders -Introduction to MS Word -Cyber Security
06	Mentoring and Counseling	0	0	45	45	<ul style="list-style-type: none"> - Explanation of basics of mentoring and purpose of mentoring to trainees , - Lecture on JBPT -Briefing trainees on general training environment BTI -Briefing trainees on physical and academic requirements - Explanation and implementation of buddy system - Screening of motivational movies - Mentoring & Counseling Sessions
GRAND TOTAL		319	160	821	1300	

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CURRICULUM AND TRAINING CONTENTS FOR TRADE PHASE TRAINING TERM-I

SL NO	TOPIC	PERIODS			
		T	D	P	Total
01	Introduction to Logistics Management	02	-	-	02
02	Lgs Organisation and Administration	14	-	-	14
03	Introduction to Equipment Administration	04	-	-	04
04	Important Basic Concepts of Lgs in IAF	22	-	-	22
05	Logistics Publications	02	01	-	03
06	General principles of Eqpt Accounting	02	-	-	02
07	Equipment Accounting & Administration	15	01	03	19
08	Establishment of Equipment	03	-02	-	05
09	Inventories	06	-	-	06
10	Internal Vouchers	08	02	-	10
11	Starting up of IMMOLS	03	-	04	07
12	General Characteristics of IMMOLS Document	06	-	04	10
13	Internal Demand & Issues in IMMOLS	06	-	12	18
14	Internal Return & CRV in IMMOLS	03	-	12	15
15	Conversion Voucher in IMMOLS	02	-	06	08
16	IMMOLS Tools	04	-	12	16
17	Rations	20	08	13	41
18	Importance of Packaging	01	-	-	01
19	Packaging of Equipment	03	02	-	05
20	Packing, Unpacking & Marking of Equipment	03	03	-	06
21	Accounting Of PM & Containers	02	01	-	03
22	Importance of Warehousing	05	01	-	06
23	Arrangement of Air Force Stores	03	01	-	04
24	Warehousing Guidelines for Special Storage & Handling	04	01	-	05
25	Material Handling Devices	02	02	-	04
26	Transfer of Eqpt between units	06	-	-	06
27	Priority Demands	07	01	13	21
28	Despatch of Equipment	10	-	-	10
29	Transportation at Equipment Depots	02	-	-	02
30	Military Credit Notes	02	-	-	02
31	MTR Module in IMMOLS	02	-	12	14
32	MTV Module in IMMOLS (At Units)	02	-	12	14
33	MTV Acknowledgement in IMMOLS	-	-	02	02
34	Packing Note and VOS in IMMOLS	02	-	10	12
35	Issue Action at Equipment Depots	02	-	08	10
36	Receipt of Equipment at unit	03	03	-	06
37	VIS Procedure in IMMOLS	01	-	05	06
38	TPRV Procedure in IMMOLS	04	-	14	18

39	Receipt of Equipment at Equipment Depots	06	-	04	10
40	Discrepancy Report	08	02	-	10
41	DR in IMMOLS	01	07	-	08
42	Claim Against Railways	01	-	-	01
43	Railway Claim in IMMOLS	-	-	02	02
44	VA Lockup	02	04	-	06
45	Forward Supply System	08	01	10	19
46	Automatic Replenishment System	07	01	-	08
47	Rotables	08	01	-	09
48	Visit to Flying Station	-	08	-	08
49	Fortnightly Test	24	-	-	24
50	Revision of Difficult Topics	06	-	-	06
TOTAL		259	51	160	470

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ANNEXURE-III**CURRICULUM AND TRAINING CONTENTS FOR TRADE PHASE TRAINING TERM-II**

SL NO	TOPIC	PERIODS			
		T	D	P	Total
01	Clothing – Airmen/NCs(E)/DSC	12	04	-	16
02	Clothing – Airmen/NCs(E)/DSC in IMMOLS	-	04	12	16
03	Clothing – Officers/Aircrew	08	02	-	10
04	Clothing – Officers/Aircrew in IMMOLS	01	04	13	18
05	Tentage and Mobile Furniture	03	08	-	11
06	Airframes	13	01	-	14
07	Aero-Engines	11	02	-	13
08	MT Vehicles	13	02	-	15
09	Fuel, Oils and Lubricants	22	08	-	30
10	FOL in IMMOLS	-	-	20	20
11	Visit to Lgs Sec AFS Jalahalli	-	08	-	08
12	Write Off, Strike Off & Write Down	12	-	-	12
13	Loss & Damage in IMMOLS	01	-	08	09
14	Loan Record Procedure	08	-	-	08
15	Issue out of IAF (Other than loan)	05	-	-	05
16	Local Purchase	09	08	16	33
17	Local Purchase Tender Enquiry	10	18	-	28
18	Local Repair	07	06	15	30
19	Defect Reports	10	02	-	12
20	Compressed Gases	08	01	-	09
21	Stock Taking	08	06	14	28
22	Surprise / Snap / Handing Over / taking Over Checks In IMMOLS	02	04	14	20
23	Job description (Cpl, Sgt & above)	10	-	-	10
24	IMMOLS report & Use	02	02	04	08
25	Visit to 26 ED, AF	-	08	-	08
26	Fortnightly Test	20	-	-	20
27	Revision of Difficult Topics	34	-	10	44
28	IMMOLS Case Study	-	-	28	28
	Total	229	100	154	483

ANNEXURE-IV**CURRICULUM AND TRAINING CONTENTS FOR TRADE PHASE TRAINING TERM-III**

SL NO	TOPIC	PERIODS			
		T	D	P	TTL
01	Salvage	08	02	-	10
02	Handing and Taking Over	04	-	-	04
03	Basics of EQUOLS & AUDOLS	08	-	02	10
04	IMMOLS Server Basics	02	04	-	06
05	IMMOLS LAN/WAN	06	04	-	10
06	IMMOLS Server Management & Back Up	02	04	-	06
07	IMMOLS Update	02	-	-	02
08	AOG Management	22	12	06	40
09	Cannibalisation	09	-	12	21
10	Role of Lgs on Sqn Attach / Detach	10	-	12	22
11	Role of QAS (ED/BRD/AFLE)	08	-	24	32
12	Write down/Reconditioning of Eqpt at ED/BRD	06	-	18	24
13	Accounting of Crashed Aircraft	09	-	08	17
14	Local Repair and Manufacture at Workshop	02	04	12	18
15	GFR/FR/ DPM/DPP & Concept of IFA	34	10	-	44
16	Local Contracts	07	20	20	47
17	Visit to Lgs Section AFS Jalahalli		08	-	08
18	DGS&D Rate and Running contracts	14	02	-	16
19	Glossary of terms (Provisioning)	06	-	-	06
20	Principles of Provisioning	05	-	-	05
21	Methods of Provisioning	03	-	-	03
22	Levels of Provisioning	08	-	-	08
23	CAR/FF/RAF/SSF	06	-	-	06
24	Provisioning Reviews	10	06	-	16
25	Procurement from PSUs (RMSO/LRMSO)	02	-	13	15
26	Task Issues	09	-	-	09
27	Formulation of Scale	08	-	-	08
28	Visit to PSUs (HAL/ BEL)	-	08	-	08
29	MCC Functions /TSI / MM / Air HQ RO	06	02	-	08
30	Kit Marshalling / Maintenance Philosophy	08	-	-	08
31	Lifing Policy	08	-	-	08
32	Indigenisation process at BRD	07	-	-	07
33	Overview of Job Card Module (IMMOLS)	03	-	02	05
34	Movement Control Functioning	11	-	-	11
35	Audit	11	01	-	12
36	Simplified Accounting	12	04	-	16
37	Allotment of Surplus Eqpt to welfare / Charitable / Educational Organisation	05	-	-	05

Approved in 20th NSQC, 09.04.18

38	Small Arms and Ammunition	03	01	-	04
39	IMMOLS Training Case Study	-	-	21	21
40	Fortnightly Test	20	-	-	20
41	Revision of Difficult Topics	10	-	-	10
TOTAL		314	92	150	556

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BLUE PRINT
REGIONAL EXAMINING BOARD (T) AIR FORCE
BLUE PRINT OF CEKT EXAMINATION: LOGISTICS ASSISTANT

TOTAL MARKS: 250

1. The examination consists of three parts namely Part I Written Theory, Part II- Job Practical on IMMOLS (IMMOLS practical) and Part III Viva Voce. The details of part wise examinations are given below:-

PART NO.		NATURE OF EXAMINATION	DURATION OF EXAMINATION	MARKS ALLOTTED
Part-I		Written (Theory)	3 Hours	100
Part II & Part III	Part II(A1) &A2	Job Practical on IMMOLS	1 Hrs 30 Minutes	100
	Part III	Viva-Voce	As Required	50

DISTRIBUTION OF MARKS AND QUESTION : PART I

Type of Question	No. of Question	Marks for each question	Total Marks
MCQ	20	01	20
VSA	10	02	20
S A	10	03	30
L A	06	05	30
TOTAL	46	-	100

2. The minimum qualifying standard is 50% in each part and 50% aggregate in all parts.
3. The implementation of this blue print from Intake 01/2014.
4. Syllabus reference and syllabus approved by Air HQ(VB) and Air HQ /18934/2/Trg dated 19 Jan 14 and Air HQ /18934/2/Trg dated 16 Jan 16.
5. Scheme of examinations and assignments of marks conforms to TCASI/Part II/Trg /01/2015.
6. The guidelines issued by GEB for preparation of Blue Prints have been followed.

CERTIFICATE OF AUTHENTICITY

It is certified that the above scheme of examination applicable to CEKT of IPT examination of Logistics Assistant trade from JBPT intake 01/2014 onwards has been checked and found to be in order.

Annexure-VI

AIR FORCE ORDER (AFO) 57/15 SPECIFYING THE ROLE OF LGS ASSISTANT

AIRCRAFTSMAN	
<p>Same as for Aircraftman and in addition should undertake the following jobs under supervision:-</p> <p>(a) Accounting of Equipment in store (taking into account temporary loans in and loans out) and the stores in use.</p> <p>(b) Assist in maintenance of Maintenance of inventories.</p> <p>(c) Issue, receipts, transfers, loans and exchanges of equipment within the unit for „inventory action“ and „not for inventory action“ to ensure follow up/subsidiary accounting action for such transactions.</p> <p>(d) Accounting for equipment lost or damaged in transit including raising of claims on the carriers and discrepancy reports.</p> <p>(e) Identification of equipment with location of correct section reference number.</p> <p>(f) Maintenance of equipment publications, schedules: part catalogues for identification and checking of receipt.</p> <p>(g) Preparation, disposal and progressing of normal and priority demand including signal demands.</p> <p>(h) Securing of equipment while loading for its transportation by road, rail or air and while unloading the rail wagon.</p> <p>(j) Accounting for washing/dry cleaning and manufacture or alteration of clothing (including issue of materials) through contractors and charging for items lost or damaged by the contractor. Withdrawal of clothing on different occasions, Clothing of DSC personnel. Issue of camp kit and webbing to officers.</p> <p>(k) Use of various modules of IMMOLS.</p> <p>(l) Operation of bulk petrol installation (subject to completion</p>	<p>(a) Should have sound knowledge of IAP 1501, IAP 1502, IAP 1530, IAP 1086 schedule of spare parts.</p> <p>(b) Should have working knowledge of computer.</p> <p>(c) Should have knowledge in application of IMMOLS software with latest patches.</p> <p>(d) AFO 12/90, 45/99 as amended from time to time.</p> <p>(e) Knowledge of packing material and Cases for its suitability.</p> <p>(f) Knowledge of POL store precautions and maintenance.</p> <p>(g) Knowledge of IAP 1456-00-83.</p> <p>(h) Knowledge of supply/repair agencies and Stock Holding Depots with locations.</p> <p>(j) Proper knowledge of regulations for the air transport hazardous, dangerous, valuable and fragile cargo and</p>

<p>of local training for the job assigned).</p> <p>(m) Accounting for the receipt, issue and stock check of liquid fuels. Demand and supply procedure of different types of gases.</p> <p>(n) Accounting for and disposal of equipment found defective in use as well as in store.</p> <p>(o) To work in Forward Supply System.</p> <p><u>At Equipment Depots</u></p> <p>(p) Submission of equipment for inspection when due and maintain records in register.</p> <p>(q) Maintenance of contract and local Purchase records.</p> <p>(r) Maintenance of stocks in sites, Lock-ups. Procedure for accounting of unclassified, unidentified items and Cat „D“ holdings.</p> <p>(s) Maintenance of Hygiene in Group/store on his charge.</p> <p>(t) Checking of incoming MTRs daily.</p> <p>(u) Raising of MTVs for issue of stores, if available, producing item for inspection and issue.</p> <p>(v) Binning/Stocking of stores received from various sources under supervision after BOC action.</p> <p>(w) Booking of stores by Speed post, Rail at respective countries</p> <p><u>At Explosives Storage Depots</u></p> <p>(x) Preparation of documents and maintaining of records for inspection of explosives as per annual inspection plan/before issue/on receipt from factory and units under close supervision of Supply Control Officer (X).</p> <p>(y) Accounting for explosives, dangerous goods, compressed gases and their associated component in stock and under inspection.</p> <p>(z) Preparation of documents for sending explosives for proof</p>	<p>classified mail to ensure their application.</p> <p>(k) General knowledge of the loading and maximum load capacity of all types of aircraft in use.</p> <p>(l) Knowledge of positioning the load and lashing the cargo within the centre of gravity depending on the type of aircraft.</p> <p>(m) Weight balance sheets for each type of aircraft.</p> <p>(n) Knowledge of inland and foreign routes.</p> <p>(o) Knowledge of MHEs.</p>
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test to various agencies.

At MCU, AF

(aa) Dealing of various transport aircraft with particular reference to the centre of gravity, pay load, loading techniques and unloading.

(ab) Preparation, Completion and disposal of documents used in connection with the air transport of passengers, cargo and mail.

(ac) Receipt and checking of cargo consignment for correctness of label address, weight and dimensions in proportion to the aircraft.

(ad) Segregation/positioning of cargo destination wise.

(ae) Preparing consignment for despatch by Service Air, Civil Air, road, rail and Speed post, including preparation of cargo manifest.

(af) Movement of cargo by correct Material Handling Equipment.

(ag) Preparation of despatch documents i.e, VOS/VIS before physical movement of Cargo.