

NSQF Qualification File

Approved in 13th NSQC Meeting held on 25th November 2021

Rationalized in 29th NSQC Meeting dated on 03rd May 2023

CONTACT DETAILS OF THE BODY SUBMITTING THE QUALIFICATION FILE

Qualification Code QG-03-PW-00529-2023-V1.1-SCGJ

Name and address of submitting body:

Skill Council for Green Jobs,
CBIP Building, Malcha Marg,
Chanakyapuri, New Delhi - 110021

Name and contact details of individual dealing with the submission

Name: Dr. Praveen Saxena
Position in the organisation: Chief Executive Officer
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List of documents submitted in support of the Qualification File

- 1. Model Curriculum**
- 2. Industry Validation**
- 3. Qualification**

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SUMMARY

1	Qualification Title:	Project Assistant Planner - Wind Power Plant
2	Qualification Code, if any: -	SGJ/Q1201
3	NCO code and occupation: -	NCO-2015/3122.1400, Engineering Assistant
4	Nature and purpose of the qualification (Please specify whether qualification is short term or long term):	<p>Nature: Skill Certification on the Assistance on Project Planning for Wind power Plant</p> <p>Purpose of the qualification:</p> <p>This Qualification will enable the individual to familiarize oneself in Engineering & Designing phase of a Wind Power Plant</p>
5	Body/bodies which will award the qualification:	Skill Council for Green Jobs
3	Body which will accredit providers to offer courses leading to the qualification:	Skill Council for Green Jobs
7	Whether accreditation/affiliation norms are already in place or not, if applicable (if yes, attach a copy)	Yes
8	Occupation(s) to which the qualification gives access:	Engineering Assistant
9	Job description of the occupation:	The Job holder assists in carrying out planning of workflow for turbines & electrical systems, Erection & Commissioning (E&C), help in conducting statistical studies of product quality and time usage and support to analyze production costs while complying with all operational manuals, applicable codes, standards and safety requirements.
10	Licensing requirements:	NA
11	Statutory and Regulatory requirement of the relevant sector (documentary evidence to be provided):	-
12	Level of the qualification in the NSQF:	Level 3
13	Anticipated volume of training/learning required to complete the qualification:	330 hours (210 hours mandatory modules + 30 hours employability skills + 90 hours OJT)

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<p>14</p>	<p>Indicative list of training tools required to deliver this qualification:</p>	<p>Project Planning tool, Model Project Planning Document, Multimeter, Megger, Hydrometer, Magnetic Flux Meter, Pyranometer, Anemometer, Tool kit Box/bag portable, Electrical Symbol and Accessories Charts, Safety Kits</p>
<p>15</p>	<p>Entry requirements and/or recommendations and minimum age:</p>	<ul style="list-style-type: none"> • Grade 10 with no experience required Or • Grade 8 with two year of (NTC/ NAC) after 8th with no experience required Or • Grade 8 pass and pursuing continuous schooling in regular school with vocational subject with no experience required Or • 8th grade pass with 2years relevant experience Or ITI after Class 10th (in Electrical/ Mechanical/ Civil/ and related trades) or Government recognized 3 years Diploma (Electrical/ Mechanical/ Civil/Electronics & Communication / Control & Instrumentation) Or • Previous relevant Qualification of NSQF Level 2 with 3 year relevant experience <p>16 years of age</p>
<p>16</p>	<p>Progression from the qualification:</p>	<p>Vertical Progression: Assistant Site Surveyor-Wind Power Plant (level 4)</p>
<p>17</p>	<p>Arrangements for the Recognition of Prior learning (RPL):</p>	<p>SCGJ recognizes that there may be candidates who have prior learning experience in the Renewable Energy Sector and are desirous of being certified.</p> <ul style="list-style-type: none"> •Propose to carry out RPL for candidates working in Wind energy sector. •Identify the candidates through training need analysis of the industry •Develop the RPL Training Delivery Plan and bridge course for bridging the skill gap •Training and certification of the concerned candidates

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18	International comparability where NOC – 4161 Canada National Occupational known (research evidence to be Classification provided):			
19	Date of planned review of the 24 November 2024 qualification:			
20	Formal structure of the qualification Mandatory/Optional components			
	Title of component and identification code/NOSs/Learning outcomes	Mandatory /Optional	Estimated size (learning hours)	Level
(i)	Module 1 (Bridge Module); Introduction to Wind Power Sector	Mandatory	30	
(ii)	Module 2: Assist in project planning for wind power plant Aligned to NOS: SGJ/N1202	Mandatory	60	3
(iii)	Module 3: Assist in project evaluation and monitoring for wind power plant Aligned to NOS: SGJ/N1203	Mandatory	90	3
(iv)	Module 4: Perform basic health and safety practices at project site Aligned to NOS: SGJ/N6103	Mandatory	30	3
(v)	Module 5: Employability Skills DGT/VSQ/N0101		30	2
(vi)	On the Job Training		90	
	Total		330	

SECTION 1

ASSESSMENT

<p>21</p>	<p>Body/Bodies which will carry out assessment: Skill Council for Green Jobs through its affiliated and accredited Assessment Agency</p>
<p>22</p>	<p>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. Final assessment will be carried out by affiliated Assessment Agency of SCGJ, as per RPL Policy and Guidelines</p>
<p>23</p>	<p>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.</p> <ol style="list-style-type: none"> 1. Assessment System Overview: <ul style="list-style-type: none"> • Batches assigned to the assessment agencies for conducting the assessment on SDSM/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: <ul style="list-style-type: none"> • 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. • 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: <ul style="list-style-type: none"> • Question papers created by the Subject Matter Experts (SME) • Question papers created by the SME 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
- Center 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

24. Assessment evidences

CRITERIA FOR ASSESSMENT OF TRAINEES

Job Role Project Assistant Planner - Wind Power Plant

Qualification SGJ/Q1201 v 3.0

Sector Skill Council Green Jobs

Guidelines for Assessment

1. Criteria for assessment for each Qualification 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, every trainee should score a minimum of 70% of aggregate marks to successfully clear the assessment.
7. In case of *unsuccessful completion*, the trainee may seek reassessment on the Qualification.

Outcome

Please refer QP NOS for assessment outcome.

NSQF QUALIFICATION FILE

SECTION 2

25. EVIDENCE OF LEVEL

OPTION A

Title/Name of qualification/component: Project Assistant Planner - Wind Power Plant			Level: 3
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
Process	Project Assistant Planner - Wind Power Plant is expected to assist in planning of workflow for turbines & electrical system's Erection & Commissioning (E&C), support in conducting statistical studies of product quality and time usage and provide assistance in analyzing production costs while complying with all operational manuals, applicable codes, standards and safety requirements	<p>The job holder is responsible to assist in project planning for wind power plant, assist in project evaluation and monitoring for wind power plant and maintain basic health and safety practices at wind project site and work effectively with others.</p> <p>Since it does not require a well-developed skill, with clear choice of procedures in familiar context, the role does not qualify for Level 4.</p> <p>The individual essentially carries out a limited range of activities which are routine and predictable in nature with situation of clear choice. E.g. identify project objectives and constraints, identify the possible risks associated with the project and assist in preparing risk mitigation procedures, carry out route survey for material delivery site, assist in material planning and handling, , plan for construction power supply at project site, plan for safety and security of man and material at project site, ensure following of industry standards within the wind site, ensure following contingency plan in case of unforeseen delays, carry out regular site visits to ensure protocols are</p>	3

NSQF QUALIFICATION FILE

Title/Name of qualification/component: Project Assistant Planner - Wind Power Plant			Level: 3
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
		<p>followed, ensure restoration of site post commissioning.</p> <p>These activities require the job holder to have some level of understanding and its application apart from practice. For instance, select the relevant PPE to carry out a specific activity, prepare consolidated relevant reports and presentations for project monitoring, organize tasks concurrently to make optimal use of workforce during project execution, etc. Hence, this role cannot be pegged at level 2.</p>	
Professional knowledge	The individual is expected to exhibit the knowledge of basic concept of project planning/project management/project scheduling, basic concepts of wind technology and wind power generation, knowledge of common electricity terminology and correct interpretation of the same terminology	<p>The job holder is expected to exhibit an understanding of basic facts, process and principle applied for wind power plant. In addition, the job holder shall have an understanding of hazards/ safe working practices/ materials and equipment needed/ tasks and activities to meet the required standard of the industry and should also have an ability to speak, read and write in the local vernacular language and English.</p> <p>Factual knowledge of a wind power plant like detailed understanding of project planning/project management/project scheduling of wind power projects is not required hence it can't be pegged at level 4.</p>	3

NSQF QUALIFICATION FILE

Title/Name of qualification/component: Project Assistant Planner - Wind Power Plant			Level: 3
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
		<p>The job holder is expected to know more than basic facts and principles, such as s/he is expected to set controls and monitoring mechanism/ quality parameters and quality assessment based on physical parameters; hence it cannot be pegged at level 2.</p> <p>Further, since the job holder is not expected to be aware of detailed principles/ process & concepts of a wind power plant/system as a whole, like the process of installation of CMS and associated components, therefore it can't be pegged at level 4.</p>	
Professional skill	The job holder is expected to operate/ use screw driver, inspection fixtures, wire cutter, pliers, testers, spanner, etc., plan and organize the regular maintenance activities to be conducted at the wind power plant. Further, the job holder must be able to take the day-to-day decisions and solve problem/s at work. The job holder should also be able to critically analyse the information gathered from different sources to perform day to day activities.	The job holder is expected to recall and demonstrate practical skills, which are routine and repetitive in a narrow range of application such as following organization rule-based decision-making process, planning and organizing work to meet deadlines, choosing best methods to complete assigned tasks, critically evaluating information obtained from customers, supervisor and co-workers to perform day to day activities.	3

NSQF QUALIFICATION FILE

Title/Name of qualification/component: Project Assistant Planner - Wind Power Plant			Level: 3
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
		<p>Further, the incumbent refers to and uses defined rules in SOP manual and tools as per organization's guidelines to conduct various types of maintenance activities.</p> <p>Since all the above mentioned professional skill are related to demonstrating practical and professional skills, which are routine and repetitive in a narrow range, the role qualifies for Level 3.</p> <p>Since the Job holder is expected to possess professional skills more than just demonstrating practical skills, which are routine and repetitive in a narrow range but not using appropriate rules & tools to analyse & interpret information or using quality tool the job holder can't be placed at Level 4.</p>	
Core skill	The individual is expected to exhibit effective communication skills by communicating clearly with the supervisor and understanding the instructions given by him/ her. Further, the individual is expected to perform respective record maintaining work and using basic arithmetic/ algebraic principles to identify common faults in the any components. The individual should also possess basic understanding of natural environment to understand the common faults and issues which can occur at the wind power plant	The job holder is expected to exhibit effective oral communication skills (including awareness of vernacular language) so as to understand the instructions of the supervisor as well as clearly communicate with co- workers while carrying out day to day activities. The job holder is also expected to possess reading and writing skills so as to read and understand equipment manuals, health and safety instructions, various signage and standard code and concepts well as well as maintain records as per	3

NSQF QUALIFICATION FILE

Title/Name of qualification/component: Project Assistant Planner - Wind Power Plant		Level: 3	
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
		<p>organisation policies. The job holder is also expected to display basic arithmetic/ algebraic awareness to analyse and interpret various parameters of wind power plant. The incumbent must have a basic understanding of the social, political of the local environment so as to communicate effectively with wind project helpers who primarily belong to the surrounding regions and natural environment.</p> <p>Since all the above-mentioned core skills are related to exhibiting effective oral, written communication skills along with basic understanding of the arithmetic principles as well as understanding of the social, political and natural environment therefore the role qualifies for Level 3.</p> <p>The Job holder expected to possess core skills more than just demonstrating minimum clarity in oral & written communication such as getting specific instructions from the supervisor and carrying out activity or reporting to supervisor specific observations from the wind power plant. Hence, the job holder can't be placed at Level 2.</p> <p>Further since the job holder doesn't require to use detailed mathematical skill or other skills with immense clarity regarding plant operating parameters, , hence s/he can't be placed at level 4</p>	

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Title/Name of qualification/component: Project Assistant Planner - Wind Power Plant			Level: 3
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
Responsibility	The individual is primarily responsible for assisting in planning of workflow for turbines & electrical system's Erection & Commissioning (E&C) , provide assistance in Operations & Maintenance (O&M) along with helping in performing conducting statistical studies of product quality and time usage, and supporting for analysing production costs while complying with all operational manuals/applicable codes/standards and safety requirements.	The Project Assistant Planner -Wind Power Plant is responsible for his/ her own work under defined limits as s/he is responsible for assisting in planning of workflow for turbines & electrical system's Erection & Commissioning (E&C), offering support in Operations & Maintenance (O&M), along with support in conducting statistical studies of product quality and time usage, and analyzing production costs and complying with all operational manuals/applicable codes/standards and safety requirements, while under some supervision. Thus s/he can be placed at level 3. Since s/he is neither expected to be have no responsibility at all or have complete responsibility of own and other's work or learning, hence s/he can't be placed at level 2 or 4 respectively.	3

NSQF QUALIFICATION FILE

SECTION 3

EVIDENCE OF NEED

26	<p>What evidence is there that the qualification is needed? What is the estimated uptake of this qualification and what is the basis of this estimate?</p> <table border="1"> <thead> <tr> <th data-bbox="352 488 592 607">Basis</th> <th data-bbox="592 488 1374 607">In case of other Awarding Bodies (Institutes under Central Ministries and states departments)</th> </tr> </thead> <tbody> <tr> <td data-bbox="352 607 592 1373">Need of the qualification</td> <td data-bbox="592 607 1374 1373"> <p>During extensive industry interactions carried out while creating occupational maps and prioritization of job roles for Qualification development, the mentioned qualification was indicated as a key requirement by the industry. In addition, the Skill Gap Report for the sector has indicated that a significant proportion of the workforce is involved in this work function. The study also indicates that this domain will be in great demand, due to focus of Government of India to support the sector through policy and implementation. Research was conducted in the Renewable energy sector manpower requirement estimates till 2030. The research provides the data that the discussed qualification is one of the critical roles in the sector. The details of statistics and research analysis are provided separately as a research analysis report</p> <p>Evidence of the qualification is supported by validations with representation from across sub sectors</p> </td> </tr> <tr> <td data-bbox="352 1373 592 1453">Industry Relevance</td> <td data-bbox="592 1373 1374 1453">Qualification is relevant to the industries as validated by the industries</td> </tr> <tr> <td data-bbox="352 1453 592 1572">Usage of the qualification</td> <td data-bbox="592 1453 1374 1572">Qualification may be used by the industry to build inhouse capacities of assistance in project design and planning teams.</td> </tr> <tr> <td data-bbox="352 1572 592 1816">Estimated uptake</td> <td data-bbox="592 1572 1374 1816">The increase in manpower requirements (as per projections) from 2017 to 2025 is approx. 9 times for this role. It is estimated that close to 27,000 trained manpower are required for this role by 2025 as per an internal research analysis study.</td> </tr> </tbody> </table>	Basis	In case of other Awarding Bodies (Institutes under Central Ministries and states departments)	Need of the qualification	<p>During extensive industry interactions carried out while creating occupational maps and prioritization of job roles for Qualification development, the mentioned qualification was indicated as a key requirement by the industry. In addition, the Skill Gap Report for the sector has indicated that a significant proportion of the workforce is involved in this work function. The study also indicates that this domain will be in great demand, due to focus of Government of India to support the sector through policy and implementation. Research was conducted in the Renewable energy sector manpower requirement estimates till 2030. The research provides the data that the discussed qualification is one of the critical roles in the sector. The details of statistics and research analysis are provided separately as a research analysis report</p> <p>Evidence of the qualification is supported by validations with representation from across sub sectors</p>	Industry Relevance	Qualification is relevant to the industries as validated by the industries	Usage of the qualification	Qualification may be used by the industry to build inhouse capacities of assistance in project design and planning teams.	Estimated uptake	The increase in manpower requirements (as per projections) from 2017 to 2025 is approx. 9 times for this role. It is estimated that close to 27,000 trained manpower are required for this role by 2025 as per an internal research analysis study.
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27	<p>Recommendation from the concerned Line Ministry of the Government/Regulatory Body. To be supported by documentary evidences.</p> <p>Ministry of New and Renewable Energy recommended this qualification</p>										

NSQF QUALIFICATION FILE

28	<p>What steps were taken to ensure that the qualification(s) does (do) not duplicate already existing or planned qualifications in the NSQF? Give justification for presenting a duplicate qualification</p> <p>Discussed the growth trajectory within each occupation after studying organisational charts of various industry players across small, medium and large-scale organizations. Explored various lateral career opportunities for the discussed qualification. Ensured that there is a clear role up in terms of performance criteria qualification experience and skill requirement from lower NSQF Level to higher levels in the hierarchy. Please refer career path.</p> <p>National Qualifications Register was searched to assess if there was any similar qualification and no overlap was found with the existing qualifications.</p>
29	<p>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? Specify the review process here</p> <p>In the Qualification, review date is scheduled for after 3 years 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.</p>

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?

Show the career map here to reflect the clear progression

