

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

CONTACT DETAILS OF THE BODY SUBMITTING THE QUALIFICATION FILE

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List of documents submitted in support of the Qualifications File

1. Qualifications Pack of Florist
2. Career Map of Florist
3. List of QP/NOS Validating Companies

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SUMMARY

Qualification Title	Florist
Qualification Code	AGR Q0703
Nature and purpose of the qualification	Nature of the qualification - a Qualification Pack (QP) The main purpose of the qualification - to train the incumbent for creating decorative flower arrangements
Body/bodies which will award the qualification	Agriculture Skill Council of India (ASCI)
Body which will accredit providers to offer courses leading to the qualification	Agriculture Skill Council of India (ASCI)
Body/bodies which will carry out assessment of learners	Agriculture Skill Council of India (ASCI)
Occupation(s) to which the qualification gives access	Florist
Licensing requirements	N/A
Level of the qualification in the NSQF	Level 4
Anticipated volume of training/learning required to complete the qualification	200 hours
Entry requirements and/or recommendations	Class 8, preferably Preferably 0-1 years in floral designing
Progression from the qualification	Senior florist (Level 6) (After undergoing training in the course on Florist and with 3-4 years of industry experience, the incumbent can progress to the role of Senior Florist)
Planned arrangements for the Recognition of Prior learning (RPL)	RPL assessment will be as per normal ASCI assessment process. (ASCI recognizes that there may be candidates who have prior learning experience in the Agriculture Sector and are desirous of being certified. Such candidates can apply to ASCI for testing and certification of their skills. Training Partners will be responsible for identifying and counselling candidates for RPL through mobilization camps and advertisements. The details of the RPL process have been defined by ASCI under the document- Guidelines for Recognition of Prior Learning under PMKVY)

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International comparability where known	The course has been compared with the courses being offered by Lantra UK, and no matching course has been found.
Date of planned review of the qualification.	31 st March 2019

Formal structure of the qualification				
Title of component and identification code.	Mandatory/ Optional	Estimated size (learning hours): Theory	Estimated size (learning hours): Practical	Level
Introduction (Bridge Module)	Mandatory	5	0	4
AGR/N0706: Procure and maintain condition of cut flowers	Mandatory	10	15	4
AGR/N0707: Plan floristry designs	Mandatory	10	20	4
AGR/N0708: Prepare and assemble floristry items	Mandatory	10	15	4
AGR/N0709: Carry out packaging of floristry items	Mandatory	10	25	4
AGR/N0710: Display finished products for sale	Mandatory	10	15	4
AGR/N0711: Sell floral arrangements	Mandatory	10	10	4
AGR/N0712: Complete documentation and record keeping	Mandatory	10	10	4
AGR/N0713: Maintain safety and hygiene for floriculture	Mandatory	5	10	4

Please attach any document giving further detail about the structure of the qualification – eg a Curriculum Document or a Qualification Pack.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

Give details of the document here:

1. Qualification Pack of Florist- Annexure 1

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SECTION 1

ASSESSMENT

Body/Bodies which will carry out assessment:

ASCI affiliated assessment bodies.

1. Aspiring Minds Pvt Ltd
2. Anant Learning & Development Pvt Ltd
3. Assess People Services India Pvt Ltd
4. Trendsetters Skill Assessors Pvt Ltd
5. Mettl
6. Manipal City & Guilds
7. SP Institute of Workforce Development
8. Multi Skill Assessor Guild

More Assessment Agencies are being empanelled to cover wider geographical area

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

RPL will be based on the same approved Qualification Pack and Assessment Criteria mentioned in the Qualification Pack and will be carried out as per normal ASCI assessment process. The Training Partner or any other authority as prescribed by the Steering Committee will identify and counsel candidates eligible for RPL through mobilization camps and advertisements. The mobilized candidates can be counselled, oriented about the standardized NSQF framework and basis their existing competency will be mapped against the suitable level of the concerned Job role for assessments. The candidates enrolled will be assessed by the Assessment Agency affiliated with the Sector Skill Council on the basis of assessment criteria decided by Sector Skill Council (SSC). The candidate will need to pass in the minimum assessment criteria of a particular QP decided by the SSC. Successfully assessed candidates with a valid Aadhaar or alternate ID (as per process) will be eligible for either “Full Qualification” or “Partial Qualification – NOS based Certification”.

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

A robust technology enabled assessment methodology has been designed keeping in mind the geographical/Physical constraints and target segment which assess a trainee’s knowledge and skill set through three methods:

- a. An offline Tablet based test through the use of Multiple Choice Text and Picture based questions in vernacular languages
- b. Actual demonstration on the field
- c. Viva

ASCI’s assessment strategy:

- Question sets are developed as per the weightage of each NOS of the Qualification Pack.
- Assessment criteria for each Qualification Pack developed, in which each Performance criteria (PC) assigned marks based on NOS
- Question Bank is developed to assess the theoretical and practical knowledge. To ensure the quality, each trainees get different set of question
- Empanelment of subject matter expert as assessor primarily from the Industry to assess trainee specifically on practical skills as per Industry demands

Assessments are preferably conducted on tablets or pen or papers in regional languages according to the requirement.

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Please attach any documents giving further information about assessment and/or RPL.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

Give details of the document(s) here:

- Assessment criteria is available at the end of the Qualification Pack

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.

Means of assessment 1
Means of assessment 2
Pass/Fail

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Title of Component: Florist

CRITERIA FOR ASSESSMENT OF TRAINEES

Job Role Florist

Qualification Pack AGR/Q0703

Sector Skill Council Agriculture Skill Council of India

Guidelines for Assessment

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC
3. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below)
4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on this criteria
5. To pass the Qualification Pack, every trainee should score a minimum of 70% in aggregate
6. In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack

Assessable outcomes	Assessment criteria for outcomes	Marks Allocation			
		Total Marks	Out Of	Theory	Skills Practical
1. AGR/N0706: Procure and maintain condition of cut flowers	PC1. identify relevant flowers and foliage accurately		8	2	6
	PC2. procure the flowers and foliage parts as per standard procedures as per the requirement		8	2	6
	PC3. identify and check the incoming materials for acceptability in terms of type, quantity and quality and also, identify any pests and diseases associated with them		10	3	7
	PC4. take appropriate measures to tackle any issues in the incoming materials		10	3	7
	PC5. clean and maintain the cleanliness of the work area using approved sanitizers and keep it free from dust, waste, flies and pests		8	2	6
	PC6. prepare appropriate containers for incoming materials, adhering to hygiene standards		8	2	6
	PC7. identify cut materials and take appropriate measures to take care of them, both in storage and display		10	3	7
	PC8. plan the development of the product and identify timelines for the sale of the cut materials		10	4	6

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	PC9. ensure proper environmental conditions for keeping the cut materials and provide nutrition to ensure high value during sales		10	3	7
	PC10. monitor the cut materials for any damage due to pests and infections and report the issues if any		10	3	7
	PC11. dispose or re-use cut materials that are no longer saleable		8	3	5
			100	30	70
2.AGR/N0707:Plan floristry designs	PC1. identify and understand customer requirements		15	5	10
	PC2. generate plans that would meet the customer requirements		15	5	10
	PC3. research and use creativity to come up with suitable designs that can cater to the customer needs		20	5	15
	PC4. communicate the design concept to relevant stakeholders		15	5	10
	PC5. identify materials that are relevant to customer needs, design requirements and based on seasonal availability		20	5	15
	PC6. understand the need for modifications if any and discuss the same with the customer to ensure that his/her requirements are adhered to		15	5	10
			100	30	70
3. AGR/N0708:Prepare and assemble floristry items	PC1. obtain and understand the specifications for the floral design		5	2	3
	PC2. create a work plan based on the specifications obtained and seek clarifications when required		5	2	3
	PC3. construct the design in a manner which minimizes wastage and less damage		5	1	4
	PC4. use appropriate conditioning methods and ensure that the materials are handled safely		5	2	3
	PC5. review the design against the specifications regularly and incorporate appropriate changes whenever necessary		5	1	4
	PC6. adhere to agreed timelines for preparation of the designs		5	1	4
	PC7. evaluate the designs prepared and check for adherence to agreed specifications. make final adjustments if any		5	1	4
	PC8. pack and store the designs prepared in appropriate conditions that minimizes damage ensure good shelf life.		5	1	4
	PC9. maintain proper records for production		5	2	3
	PC10. select appropriate materials, tools and equipments for assembling planted		5	1	4

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	designs				
	PC11. assemble the flowers and foliage and other materials according to the agreed specifications		5	1	4
	PC12. check the flowers and foliage and material for ensuring quality and provide nutrition to ensure the quality is maintained		5	2	3
	PC13. review the finished designs against the agreed specifications and ensure adherence to requirements		5	2	3
	PC14. store the finished designs in a clean appropriate environment that is suitable for storage of flowers and foliage		5	2	3
	PC15. dispose waste generated in an appropriate manner		5	2	3
	PC16. select and prepare materials, tools and equipments required to produce basic floristry designs		5	1	4
	PC17. assemble the designs using appropriate techniques according to given specifications		5	1	4
	PC18. review the finished designs against the agreed specifications and ensure adherence to requirements		5	2	3
	PC19. store the finished designs in a clean appropriate environment that is suitable for storage of flowers and foliage		5	1	4
	PC20. dispose waste generated in appropriate manner		5	2	3
			100	30	70
4. AGR/N0709: Carry out packaging of floristry items	PC1. prepare the material required for packing and ensure good quality		15	5	10
	PC2. wrap the product and ensure proper sealing in a manner that is suitable for the type of design and the mode of transport		20	5	15
	PC3. ensure that agreed timelines are met for packing in order to ensure timely delivery or collection		15	5	10
	PC4. check the final package to ensure adherence to customer requirements		15	5	10
	PC5. label and store the packages to be delivered or collected		20	5	15
	PC6. dispose waste in an appropriate manner		15	5	10
			100	30	70
5.AGR/N0710:Display finished products for sale	PC1. identify the requirements for display in terms of stock, space, position of display etc. and seek clarification in case of any doubts		10	3	7
	PC2. ensure that the display does not cause		10	3	7

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	any obstruction and reports such cases if it arises				
	PC3. make sure that the size of the display area is right according to the products to be displayed		10	3	7
	PC4. gather the products that need to be displayed and ensure that they are clean and in good condition		10	3	7
	PC5. clear , clean and prepare the display area following the sops		10	3	7
	PC7. ensure that the right labels are given to the right display products		10	3	7
	PC8. ensure clarity, accuracy and legitimacy of the labels		10	3	7
	PC9. ensure that any requirement for change in the labelling is communicated to the right personnel		10	3	7
	PC10. ensure that the labels are properly in place and is placed such that the customers can easily view them and identify the display goods		10	3	7
	PC11. ensure that the labelling process is completed within the given time		10	3	7
			100	30	70
6. AGR/N0711: Sell floral arrangements	PC1. describe and explain all product features in a manner that can be easily understood by the customers		30	15	15
	PC2. compare and contrast the different products, thus enabling the customer to make decisions easily		20	5	15
	PC3. identify opportunities to enlighten the customer about associated or additional products in a way that promotes sales and goodwill		50	10	40
			100	30	70
7. AGR/N0712: Complete documentation and record keeping for floriculture	PC1. document and maintain records of details of raw materials and packaging materials such as name of raw materials, type and variety, vendor/supplier details, grown area, grown season, quantity, receiving date, supplier details, receiving date/ date of manufacture, expiry date, supplier quality document, quality parameters of all raw materials, internal quality analysis report, etc. as per organization standards		20	10	10
	PC2. document and maintain record of observations (if any) related to raw materials and packaging materials		15	10	5
	PC3. verify the documents and track from finished product to raw materials, in case of quality concerns and during quality management system audits		15	10	5

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	PC4. document and maintain records of the types of finished products produced		15	10	5
	PC5. document and maintain records of the finished products details such as batch number, time of packing, date of manufacture, date of expiry, other label details, primary, secondary and tertiary packaging materials for all finished products, storage conditions, etc. as per organization standards		20	10	10
	PC6. document and maintain record of observations or deviations (if any) related to finished products		15	10	5
			100	60	40
8. AGR/N0713: Maintain safety and hygiene for floriculture	PC1. comply with safety and hygiene procedures followed in the organization		15	5	10
	PC2. ensure personal hygiene by use of gloves, hairnets, masks, ear plugs, goggles, shoes, etc.		15	5	10
	PC3. pack products in appropriate packaging materials, label and store them in designated area, free from pests, flies and infestations		15	5	10
	PC4. use safety equipment such as fire extinguisher, first aid kit and eye-wash station when required		10	2	8
	PC5. follow housekeeping practices by having designated area for materials/tools		15	5	10
	PC6. identify, document and report problems such as rodents and pests to management		15	3	12
	PC7. conduct workplace checklist audits before and after work to ensure safety and hygiene		15	5	10
			100	30	70

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SECTION 2

EVIDENCE OF LEVEL

Awarding bodies will enter a proposed NSQF level for the qualification in the Qualification File Summary. This section asks for the evidence on which that proposal is based. The evidence must refer to the level descriptors of the NSQF.

NSDA recommends an approach to working out the level of qualifications which starts with the level descriptor domains (Process, Professional knowledge, Professional skill, Core skill and Responsibility: see annex A). Two variants for providing the evidence of level are offered here: Option A and Option B in the following pages. Awarding bodies should choose the option which best suits the qualification.

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OPTION B

Title/Name of qualification/component: Florist			Level: 4
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
Process	A florist is responsible for creating decorative floral arrangements.	<p>The job holder is responsible for selection of flowers and plant materials according to customer requirements, processing them, making creative designs by arranging them and also selling them to customers. This involves working in familiar, predictable, routine, situation of clear choice such as procuring and maintaining condition of cut flowers, planning floristry designs, preparing and assembling floristry designs, carrying out packaging of floristry items, displaying finished products for sale, selling floral arrangements, completing documentation and record keeping, maintaining safety and hygiene. Hence the role has been placed at Level 4.</p> <p>Since it does not involve well developed skill, clear choice of procedures in a familiar context, the role does not qualify for Level 5.</p> <p>As the job requires work in familiar, predictable, routine, situation of clear choice, for example, the job holder is expected to identify relevant plants and flowers accurately, take appropriate measures to tackle any issues in the incoming materials, identify cut materials and take appropriate measures to take care of them, both in storage and display, create a work plan based on the specifications obtained and seek clarifications when required, pack and store the designs prepared in appropriate conditions that minimizes damage ensure</p>	4

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		<p>good shelf life, store the finished designs in a clean appropriate environment that is suitable for storage of plants and flowers, wrap the product and ensure proper sealing in a manner that is suitable for the type of design and the mode of transport, gather the products that need to be displayed and ensure that they are clean and in good condition.</p> <p>Therefore, it cannot be pegged at level 3.</p>	
<p>Professional knowledge</p>	<p>A florist on the job needs to know and understand organisation process of selection of procedures that are appropriate for the floral design, organisation criteria used when reviewing a design during assembly and how to modify its production to meet the design specification, types of floral designs produced by the organisation, code of business conduct, job responsibilities/duties and standard operating procedures, internal processes such as procurement, store management, inventory management, quality management and key contact points for query resolution, basic principles and elements of design and how to apply them, types and quantity of materials required, techniques for assembling floristry designs</p>	<p>The job holder is expected to have factual knowledge of field of knowledge or study. For example, the job holder is expected to have knowledge of seasonal availability of a range of flowers, different methods of providing food and water to the flowers, principles and elements and of floral design, techniques for assembling floristry designs, packaging and storing floristry designs to minimise deterioration, methods of labelling various materials, types of customer responses. Since all the above mentioned areas are related to factual knowledge of field of knowledge, the role qualifies for Level 4.</p> <p>Since the job holder is not required to possess knowledge of facts, principles, processes and general concepts in a field of work or study, hence the role cannot be placed at Level 5.</p> <p>As the job requires factual knowledge of field of knowledge or study, for example, the job holder is expected to wrap the product and ensure proper sealing in a manner that is suitable for the type of design and the mode of transport, describe and explain all product features in a manner that can be easily understood by the</p>	<p>4</p>

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		<p>customers, ensure proper environmental conditions for keeping the cut materials and provide nutrition to ensure high value during sales, research and use creativity to come up with suitable designs that can cater to the customer needs, assemble the flowers and foliage and other materials according to the agreed specifications, check the flowers and foliage and material for ensuring quality and provide nutrition to ensure the quality is maintained, understand the need for modifications if any and discuss the same with the customer to ensure that his/her requirements are adhered to, possible dangers to health and safety before setting up displays, how to use labelling materials and equipment efficiently and effectively, checking clarity and accuracy of labels.</p> <p>Therefore, it cannot be pegged at level 3.</p>	
<p>Professional skill</p>	<p>A florist on the job needs to know and understand how to analyse critical points in day to day tasks through experience and observation and identify measures to solve the issue, handle issues in case the manager is not available (as per the authority matrix defined by the organisation), plan and organize the work order and jobs received, organize raw materials and packaging materials required for all products, plan and prioritize the work based on the instructions received, plan to utilise time and equipment's effectively, organize all process/ equipment manuals so as to access information easily.</p>	<p>The job holder is expected to carry out routine and repetitive activities in a narrow range of application, using appropriate rule and tool. For instance, procure relevant cut flowers and plant parts, monitor quality of incoming materials, plan floristry designs according to customer needs, assemble designs using appropriate techniques according to given specifications, pack flowers, floristry designs and plants, prepare display areas and materials in the store, label display stock in the store, sell floral arrangements by helping customers in making purchase decisions. All these activities are mostly repetitive and have a narrow range of application, hence qualifying the role for a Level 4.</p> <p>Since the job role does not require a range of cognitive and practical skills required to accomplish tasks and solve</p>	<p>4</p>

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		<p>problems, it cannot be placed at Level 5.</p> <p>As the job requires recall and demonstrate practical skill, routine and repetitive in narrow range of application, using appropriate rule and tool, using quality concepts, the job holder is expected to prepare appropriate containers for incoming materials, adhering to hygiene standards, monitor the cut materials for any damage due to pests and infections and report the issues if any, check the plants and material for ensuring quality and provide nutrition to ensure the quality is maintained, review the finished designs against the agreed specifications and ensure adherence to requirements, review the design against the specifications regularly and incorporate appropriate changes whenever necessary, check the final package to ensure adherence to customer requirements, make sure that the size of the display area is right according to the products to be displayed,</p> <p>Therefore, it cannot be pegged at level 3.</p>	
<p>Core skills</p>	<p>A florist on the job needs to know and understand how to note the information communicated, note the raw materials to be used, write information documents to internal departments/ internal teams, note down the data for online ERP or as per applicability in the organisation, read manuals and process documents to understand operations and process requirements, read internal information documents sent by internal teams, discuss task lists, schedules and activities, effectively communicate with team members.</p>	<p>The job holder is expected to communicate with clarity, have basic arithmetic skills and a basic understanding of political and natural environment. For instance, s/he should be able to effectively communicate with customers and describe and explain all product features in a manner that can be easily understood, generate floristry plans that would meet customer requirements, communicate the design concept to relevant stakeholders, understand the need for modifications if any, review finished designs against agreed specifications and ensure adherence to requirements.</p> <p>Hence, this role qualifies for Level 4.</p>	<p>4</p>

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		<p>Since the job holder is not required to possess desired mathematical skills, skill of collecting and organizing information, communication, hence the role cannot be placed at Level 5.</p> <p>As the job requires language to communicate written or oral, with required clarity, skill to basic arithmetic and algebraic principles, basic understanding of social political and natural environment, for example, the job holder is expected to communicate the design concept to relevant stakeholders, label and store the packages to be delivered or collected, describe and explain all product features in a manner that can be easily understood by the customers, document and maintain record of observations (if any) related to raw materials and packaging materials, document and maintain records of the finished products details such as batch number, time of packing, date of manufacture, date of expiry, other label details, primary, secondary and tertiary packaging materials for all finished products, storage conditions, etc. as per organisation standards, identify opportunities to enlighten the customer about associated or additional products in a way that promotes sales and goodwill</p> <p>Therefore, it cannot be pegged at level 3.</p>	
Responsibility	A florist is responsible for selection of flowers and plants according to customer requirements, processing them, making creative designs by arranging them and also selling them to the customers.	The job holder is responsible for only own work and learning. S/he is a skilled worker who carries out activities such as obtaining and understanding the specifications of floral design, constructing the floral design and minimising wastage, adhering to timelines while preparing the designs, checking plant material for	4

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		<p>ensuring quality and providing nutrition, storing assembled designs in a clean and appropriate environment. The role does not comprise of any supervisory activities. Hence it qualifies as a level 4 role.</p> <p>Since the job holder is not required to take some responsibility for other's work and learning, it cannot be placed at Level 5.</p> <p>As the job requires the job holder to have responsibility for own work and learning, for example, procure the relevant cut flowers & plant parts, identify and monitor the quality of incoming materials, monitor and maintain the quality of cut materials, plan floristry designs according to customer needs, prepare and evaluate floristry designs, assemble the planted floristry designs, assemble and evaluate basic floristry designs, packaging of flowers, floristry designs and plants, label display stock in the store, help customers in making purchase decisions in the store, document and maintain records related to raw material and finished products.</p> <p>Therefore, it cannot be pegged at level 3.</p>	
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India-EU Skills Development project: Qualification File

SECTION 3

EVIDENCE OF NEED

What evidence is there that the qualification is needed?

While collecting data from the companies for the occupational map, we also took feedback from industry, training institutions which was collected with respect to roles for which qualification packs development, was to be prioritized. This was largely based on volume of people required, quantitative and qualitative shortfall which the industry feels they face. Governing council of ASCI and Occupational Standards Committee which comprises of experts & senior leaders gave final approval and endorsement for the same.

India's total export of floriculture was Rs. 548.74 crores/ 82.05 USD Millions in 2016-17. The major importing countries were United States, United Kingdom, Germany, Netherlands and United Arab Emirates. There are more than 300 export-oriented units in India. More than 50% of the floriculture units are based in Karnataka, Andhra Pradesh and Tamil Nadu. With the technical collaborations from foreign companies, the Indian floriculture industry is poised to increase its share in world trade.

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

Floriculture is emerging as an important agribusiness, providing employment opportunities and entrepreneurship in both urban and rural areas. Hence the uptake for this qualification is estimated to be significant.

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

NSDC list of Approved and Under-Development QPs was checked prior to commissioning the work and also our occupational map/QPs are put on ASCI & NSDC websites.

The QP for this role has been compared with NCVT courses and it has been found that NCVT does not have any specific course pertaining to florist, whereas ASCI has a separate qualification pack for "Florist". This QP has been developed keeping in mind the industry requirements.

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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?

- Any institution / individual is welcome to send feedback, which is recorded and considered during next review cycle.
- Communication will be sent for any feedback to all the main stakeholders/users one month prior to the review of the qualifications pack.
- A formal review is scheduled in three years' time

Please attach any documents giving further information about any of the topics above.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information

SECTION 4

EVIDENCE OF PROGRESSION

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

Career path in agri sector is generally in terms of activities done & ownership of responsibility because they are primarily self-wage employment/entrepreneurship roles.

However, there are occupations in the organized segment in which career pathway has been identified as illustrated below (Annexure 1)

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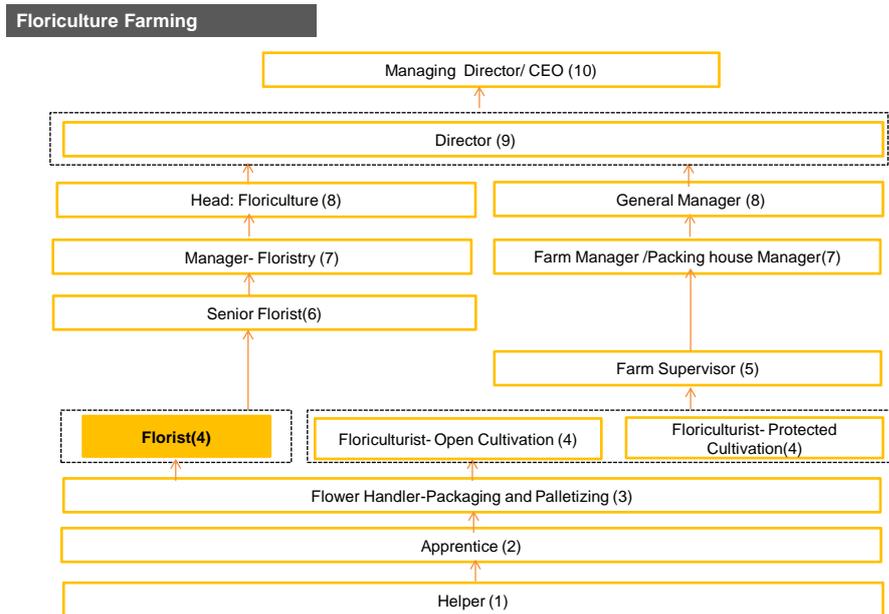
Please attach any documents giving further information about any of the topics above. Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

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Annexure 1: Career Map of Florist



Annexure 2: Qualification Pack of Florist (separate file)

Annexure 3: List of QP/NOS validating companies (separate file)

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ANNEX A

NSQF LEVEL DESCRIPTORS

LEVEL	Process required	Professional knowledge	Professional skill	Core skill	Responsibility
1	Prepares person to/carry out process that are repetitive on regular basis require no previous practice,	Familiar with common trade terminology, instructional words, meanings and understanding.	Routine and repetitive, takes safety and security measures.	Reading and writing; addition, subtraction; personal financing; familiarity with social and religious diversity, hygiene and environment.	No responsibility; always works under continuous instruction and close supervision.
2	Prepares person to/carry out processes that are repetitive, on a regular basis, with little application of understanding, more of practice.	Material, tools and applications in a limited context, understands context of work and quality.	Limited service skills used in limited context; select and apply tools; assist in professional works with no variables; differentiate good and bad quality.	Receive and transmit written and oral messages, basic arithmetic, personal financing, understanding of social, political, and religious diversity, hygiene and environment.	No responsibility; works under instruction and close supervision.

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LEVEL	Process required	Professional knowledge	Professional skill	Core skill	Responsibility
3	Person may carry out a job which may require limited range of activities routine and predictable.	Basic facts, process and principle applied in trade of employment.	Recall and demonstrate practical skill, routine and repetitive in narrow range of application	Communication written and oral, with minimum required clarity, skill of basic arithmetic and algebraic principles, personal banking, basic understanding of social and natural environment.	Under close supervision. Some responsibility for own work within defined limit.
4	Work in familiar, predictable, routine, situation of clear choice.	Factual knowledge of field of knowledge or study.	Recall and demonstrate practical skill, routine and repetitive in narrow range of application, using appropriate rule and tool, using quality concepts.	Language to communicate written or oral, with required clarity, skill to basic arithmetic and algebraic principles, basic understanding of social political and natural environment.	Responsibility for own work and learning.

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LEVEL	Process required	Professional knowledge	Professional skill	Core skill	Responsibility
5	Job that requires well developed skill, with clear choice of procedures in familiar context.	Knowledge of facts, principles, processes and general concepts, in a field of work or study.	A range of cognitive and practical skills required to accomplish tasks and solve problems by selecting and applying basic methods, tools, materials and information.	Desired mathematical skill; understanding of social, political; and some skill of collecting and organising information, communication.	Responsibility for own work and learning and some responsibility for others' works and learning.
6	Demands a wide range of specialised technical skill, clarity of knowledge and practice in broad range of activity involving standard and non-standard practices.	Factual and theoretical knowledge in broad contexts within a field of work or study.	A range of cognitive and practical skills required to generate solutions to specific problems in a field of work or study.	Reasonable good in mathematical calculation, understanding of social, political and reasonably good in data collecting organising information, and logical communication.	Responsibility for own work and learning and full responsibility for other's works and learning.
7	Requires a command of	Wide-ranging factual and	Wide range of cognitive and	Good logical and mathematical skill	Full responsibility

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LEVEL	Process required	Professional knowledge	Professional skill	Core skill	Responsibility
	wide-ranging specialised theoretical and practical skills, involving variable routine and non-routine contexts.	theoretical knowledge in broad contexts within a field of work or study.	practical skills required to generate solutions to specific problems in a field of work or study.	understanding of social political and natural environment and organising information, communication and presentation skill.	for output of group and development.
8	Comprehensive, cognitive, theoretical knowledge and practical skills to develop creative solutions to abstract problems. Undertakes self-study; demonstrates intellectual independence, analytical rigour and good communication.			Exercise management and supervision in the context of work/study having unpredictable changes; responsible for the work of others.	
9	Advanced knowledge and skill. Critical understanding of the subject, demonstrating mastery and innovation, completion of substantial research and dissertation.			Responsible for decision making in complex technical activities involving unpredictable work/study situations.	
10	Highly specialised knowledge and problem solving skill to provide original contribution to knowledge through research and scholarship.			Responsible for strategic decisions in unpredictable complex situations of work/study.	

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ANNEX B

NSQF LEVEL OUTLINES

NSQF levels related to the Labor market

Level 1: Work requiring knowledge, skills and aptitudes at level 1 will be routine, repetitive, and focused on limited tasks carried out under close supervision. In some sectors, people carrying out these job roles may be described as “helpers”.

Individuals in jobs which require level 1 qualifications **may** be expected to be able to read, write, add and subtract, but will not normally be required to have any previous knowledge or skills relating to the work¹.

When employed, they will be instructed in their tasks and expected to learn and use the common terminology of the trade and acquire the basic skills necessary for the work.

Job holders at this level will be expected to carry out the tasks they are given safely and securely and to use hygienic and environmentally friendly practices. This means that they will be expected to take some responsibility for their own health and safety and that of fellow workers.

In working with others, they will be expected to respect the different social and religious backgrounds of their fellow workers.

Level 2: Work requiring knowledge, skills and aptitudes at level 2 will also be routine and repetitive, and tasks will be carried out under close supervision. The individuals will not be expected to deal independently with variables which affect the carrying out of the work. People carrying out these work roles may be described as “assistants” and the range of tasks they carry out will be limited.

Individuals in jobs which require level 2 qualifications will normally be expected to be able to read and write, add and subtract. Their work may involve taking and passing on messages.

¹ In practice many workers at this level will have limited literacy and NOS and qualifications at this levels should reflect this – eg in relation to assessment.

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They may also be expected to have some previous experience, knowledge and skills in the occupation. When employed, they will be instructed in their tasks and expected to acquire the practical skills necessary to assist skilled workers and/or give a limited service to customers. They will learn about, and use, the materials, tools and applications required to carry out basic tasks in an occupation. They may have to select the appropriate materials, tools and/or applications to carry out tasks.

They will be expected to understand what constitutes quality in their job role and distinguish between good and bad quality in the context of the tasks they are given. Job holders at this level will be expected to carry out the tasks they are given safely and securely and to use hygienic and environmentally friendly practices. This means that they will be expected to take some responsibility for their own health and safety and that of fellow workers and, where appropriate, customers.

In working with others, they will be expected to respect the different social and religious backgrounds of their fellow workers, but their contribution to team work may be limited.

Level 3: Work requiring knowledge, skills and aptitudes at level 3 will be routine and predictable. Job holders will be responsible for carrying out a limited range of jobs under close supervision. Their work may require the completion of a number of related tasks. People carrying out these job roles may be described as “partly-skilled workers”.

Individuals in jobs which require level 3 qualifications will normally be expected to be able to communicate clearly in speech and writing and may be required to use arithmetic and algebraic processes. They will be expected to have previous knowledge and skills in the occupation and should know the basic facts, processes and principles applied in the trade for which they are qualified and be able to apply the basic skills of the trade to a limited range of straightforward jobs in the occupation.

They will be expected to understand what constitutes quality in their job role and more widely in the sector or sub-sector and to distinguish between good and bad quality in the context of the jobs they are given. Job holders at this level will be expected to carry out the jobs they are given safely and securely. They will work hygienically and in ways which show an understanding of environmental

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issues. This means that they will be expected to take responsibility for their own health and safety and that of fellow workers and, where appropriate, customers and/or clients.

In working with others, they will be expected to conduct themselves in ways which show a basic understanding of the social environment. They should be able to make a good contribution to team work.

Level 4: Work requiring knowledge, skills and aptitudes at level 4 will be carried out in familiar, predictable and routine situations. Job holders will be responsible for carrying out a range of jobs, some of which will require them to make choices about the approaches they adopt. They will be expected to learn and improve their practice on the job. People carrying out these jobs may be described as “skilled workers”.

Individuals in jobs which require level 4 qualifications should be able to communicate clearly in speech and writing and may be required to use arithmetic and algebraic processes. They will be expected to have previous knowledge and skills in the occupation in which they are employed, to appreciate the nature of the occupation and to understand and apply the rules which govern good practice. They will be able to make choices about the best way to carry out routine jobs where the choices are clear.

They will be expected to understand what constitutes quality in the occupation and will distinguish between good and bad quality in the context of their job roles. Job holders at this level will be expected to carry out their work safely and securely and take full account of the health and safety of colleagues and customers. They will work hygienically and in ways which show an understanding of environmental issues.

In working with others, they will be expected to conduct themselves in ways which show a basic understanding of the social and political environment. They should be able to guide or lead teams on work within their capability.

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Level 5: Work requiring knowledge, skills and aptitudes at level 5 will also be carried out in familiar situations, but also ones where problems may arise. Job holders will be able to make choices about the best procedures to adopt to address problems where the choices are clear.

Individuals in jobs which require level 5 qualifications will normally be responsible for the completion of their own work and expected to learn and improve their performance on the job. They will require well developed practical and cognitive skills to complete their work. They may also have some responsibility for others' work and learning. People carrying out these jobs may be described as "fully skilled workers" or "supervisors".

Individuals employed to carry out these jobs will be expected to be able to communicate clearly in speech and writing and may be required to apply mathematical processes. They should also be able to collect and organise information to communicate about the work. They will solve problems by selecting and applying methods, tools, materials and information.

They will be expected to have previous knowledge and skills in the occupation, and to know and apply facts, principles, processes and general concepts in the occupation.

They will be expected to understand what constitutes quality in the occupation and will distinguish between good and bad quality in the context of their work. They will be expected to operate hygienically and in ways which show an understanding of environmental issues. They will take account of health and safety issues as they affect the work they carry out or supervise.

In working with others, they will be expected to conduct themselves in ways which show an understanding of the social and political environment.

Level 6: Work requiring knowledge, skills and aptitudes at level 6 will require the use of both standard and non-standard practices. Job holders will carry out a broad range of work which will require a wide range of specialised technical skills backed by clear factual and theoretical knowledge.

Individuals in jobs which require level 6 qualifications will normally be responsible for the completion of their own work and expected to learn and improve their performance on the job.

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They are likely to have full responsibility for others' work and learning. People carrying out these jobs may be described as "master technicians" and "trainers".

Individuals employed to carry out these job roles will be expected to be able to communicate clearly in speech and writing and may be required to carry out mathematical calculations. They should also be able to collect data, organise information, and communicate logically about the work. They will solve problems by selecting and applying methods, tools, materials and information.

They will be expected to have broad factual and theoretical knowledge applying to practice within the occupation, and a range of practical and cognitive skills. They will be able to generate solutions to problems which arise in their practice.

They will be expected to understand what constitutes quality in the occupation and to distinguish between good and bad quality in the context of all aspects of their work. They will be expected to work in ways which show an understanding of environmental issues. They will take account of health and safety issues as they affect the work they carry out or manage.

In working with others, they will be expected to conduct themselves in ways which show an understanding of the social and political environment.

Level 7: Work requiring knowledge, skills and aptitudes at level 7 will take place in contexts which combine the routine and the non-routine and are subject to variations. Job holders will carry out a broad range of work which requires wide-ranging specialised theoretical and practical skills.

Individuals in jobs which require level 7 qualifications will normally be responsible for the output and development of a work group within an organisation. People carrying out these job roles are likely to be graduates. They may be described as "managers" or "senior technicians".

Individuals employed to carry out these job roles will be expected to be able to communicate clearly in speech and writing and are likely to be required to carry out mathematical calculations as part of their work. They should also be skilful in collecting and organising information to communicate logically about the work.

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They will be expected to have wide-ranging factual and theoretical knowledge of practice within the occupation, and a wide range of specialised practical and cognitive skills. They will be able to generate solutions to problems which arise in their work.

They will be expected to understand what constitutes quality in the occupation and distinguish between good and bad quality in all aspects of their work. They will be expected to work in ways which show a good understanding of environmental issues. They will take account of health and safety issues as they affect the work they carry out and manage.

In working with others, they will be expected to conduct themselves in ways which show a good understanding of the social and political environment.

Level 8: Individuals in jobs which require level 8 qualifications will normally be responsible for managing the work of a team and developing the team. The work will involve dealing with unpredictable circumstances affecting the work.

Their work will require the use of comprehensive knowledge and understanding of the occupational field and a commitment to self-development.

They will normally need an ability to develop creative solutions to problems requiring abstract thought. They will be required to show intellectual independence and a rigorous analytical ability. They will need to be good communicators.

Level 9: Individuals in jobs which require level 9 qualifications will normally be responsible for complex decision-making in unpredictable contexts.

They will have to exercise senior responsibility in an organisation and show mastery of the issues in the occupation and the ability to innovate.

Their work will require the use of advanced knowledge and skill. They may make contributions to knowledge in their field through research.

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Level 10: Job Individuals in jobs which require level 10 qualifications will normally be responsible for strategic decision-making. The context of their work will be complex and unpredictable.

They are likely to be responsible for an organisation or a significant division of an organisation. They will have to provide leadership.

Their work will require highly specialised knowledge and problem-solving skills. They may make original contributions to knowledge in their field through research, scholarship or innovative practice.