



Model Curriculum

QP Name: Skiving operator - Footwear

QP Code: LSS/Q2401

QP Version: 4.0

NSQF Level: 3

Model Curriculum Version: 3.0

Leather Sector Skill Council || Leather Sector Skill Council (LSSC), GCV House, Nungambakkam High Road,
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Training Parameters

Sector	Leather
Sub-Sector	Footwear
Occupation	Skiving
Country	India
NSQF Level	3
Aligned to NCO/ISCO/ISIC Code	NCO-2015/ 8056.1001
Minimum Educational Qualification and Experience	<p>9th grade pass with NA of experience OR 8th grade pass with 1 year of (NTC/ NAC) after 8th with NA of experience OR 8th grade pass and pursuing continuous schooling with NA of experience OR 8th grade pass with 1 Year of experience in relevant field OR 5th grade pass with 4 Years of experience in relevant field OR Ability to read and write with 5 Years of experience in relevant field OR Previous relevant Qualification of NSQF Level (Helper - Footwear Upper Making - Level 2) with 1 Year of experience in relevant field</p>
Pre-Requisite License or Training	Experience in footwear industry would be an added advantage
Minimum Job Entry Age	18 years
Last Reviewed On	17/11/2022
Next Review Date	17/11/2025
NSQC Approval Date	18/06/2015
QP Version	4.0
Model Curriculum Creation Date	31/03/2015
Model Curriculum Valid Up to Date	17/11/2025

Model Curriculum Version	3.0
Minimum Duration of the Course	330 Hours
Maximum Duration of the Course	450 Hours

Program Overview

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

Training Outcomes

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

- Gain knowledge on overview of footwear industry and generic skills
- Work in the leather/non-leather footwear production line.
- Perform pre operational skiving activities
- Learn and perform hand & machine skiving operations
- Conduct a quality inspection in skiving operation and identify faults, trace the causes for faults, and check that the work is done properly.
- Prepare reports and documentation related to the skiving process
- Perform basic maintenance of skiving machine
- Comply with health and safety measures in terms of personal safety and equipment safety relevant to shoemaking operations.
- Follow the instructional regularity and organizational requirements

Compulsory Modules

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

NOS and Module Details	Theory Duration	Practical Duration	On-the-Job Training Duration (Mandatory)	On-the-Job Training Duration (Recommended)	Total Duration
<i>Overview of the industry - Orientation</i>	3:00 hrs	00:00 hrs	--	--	3:00 hrs
LSS/N2405 – Carry out footwear skiving operation by hand NOS Version No. 1 NSQF Level: 3	13:00 hrs	37:00 hrs	--	20:00 hrs	50:00 hrs
Module 1: Preparatory work for carrying out supporting operations in skiving	02:00 hrs	04:00 hrs	--	--	06:00 hrs
Module 2: Perform the hand skiving operations	11:00 hrs	33:00 hrs	--	--	44:00 hrs
LSS/N2406 – Carry out footwear skiving operations using machine NOS Version No. 1 NSQF Level: 3	42:00 hrs	105:00 hrs	--	80:00 hrs	147:00 hrs
Module 1: Preparatory work for carrying out supporting operations in skiving	02:00 hrs	04:00 hrs	--	10:00 hrs	06:00 hrs
Module 2: Perform the machine skiving operations	40:00 hrs	101:00 hrs	--	70:00 hrs	141:00 hrs

LSS/N2407 – Check the quality in footwear skiving operations NOS Version No. 1 NSQF Level: 3	20:00 hrs	50:00 hrs	--	20:00 hrs	70:00 hrs
Module 1: Perform quality check on materials and equipment	05:00 hrs	10:00 hrs	--	--	15:00 hrs
Module 2: Achieve product quality in skiving operation on footwear making	15:00 hrs	40:00 hrs	--	20:00 hrs	55:00 hrs
LSS/N8601 – Maintain health, safety & security, a clean work area & equipment, use optimized resources at the workplace, and comply with industry & organizational Requirements NOS Version No. 2 NSQF Level: 4	12:00 hrs	18:00 hrs	--	--	30:00 hrs
Module 1: Compliance with health, safety, and security requirements	02:00 hrs	04:00 hrs	--	--	06:00 hrs
Module 2: Maintain hygiene and sanitation	02:00 hrs	04:00 hrs	--	--	06:00 hrs
Module 3: Maintain the work area	01:00 hrs	03:00 hrs	--	--	04:00 hrs
Module 4: Perform the maintenance operations	01:00 hrs	03:00 hrs	--	--	04:00 hrs
Module 5: Compliance with industry, regulatory and organizational requirements	01:00 hrs	01:00 hrs	--	--	02:00 hrs
Module 6: Respect diversity	03:00 hrs	01:00 hrs	--	--	04:00 hrs
Module 7: Material conservation practices	00:50 hrs	00:50 hrs	--	--	01:00 hrs
Module 8: Energy/electricity conservation practices	01:00 hrs	01:00 hrs	--	--	02:00 hrs
Module 9: Effective waste management/recycling practices	00:50 hrs	00:50 hrs	--	--	01:00 hrs
DGT/VSQ/N0101 - Employability Skills _ NCVET Module NOS Version No. – 1.0 NSQF Level – 3	00:00 hrs	30:00 hrs	--	--	30:00 hrs
Total Duration	90:00 hrs	240:00 hrs	---	120:00 hrs	330:00 hrs

Module Details

Overview of the industry - Orientation

Terminal Outcomes:

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

- Tell about the footwear industry and different types of job roles available there
- Describe about the materials used in both leather footwear and non-leather footwear and their properties.
- Identify the different types of samples & their products.
- Explain the roles and responsibilities of the stitching machine operator.

Duration: 03:00	Duration: 00:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Describe about the size and scope of the footwear industries • Discuss the leather & non-leather industry, stitching operation in footwear sector and generic skills • Understand various materials and their types & properties. • Explain the roles and responsibilities of a stitching Operator. • Describe the different technical terms used footwear industry. • Read the documents that are necessary for them to read to carry out operator's task 	<ul style="list-style-type: none"> • NIL
Classroom Aids:	
Computer, projector, printer, student table, whiteboard/flip chart, marker, duster	
Tools, Equipment and Other Requirements	
Trainer Guide/Facilitator Guide, Layout of footwear industry, different job roles list.	

Carry out footwear skiving operation by hand

Mapped to NOS: LSS/N2405

Terminal Outcomes:

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

- Identify the type of leather/fabrics and apparel materials given.
- Understand the different types of skiving.
- Know the tools and accessories required for hand skiving
- Prepare the tools for hand cutting like Rubber mate, Rampi, Kadapa stone, sharpening stone, etc.,
- Check the cutting die edges are correct without damages
- Maintain the production target, quality record and other documents
- Assess health and safety measures

Duration: 13:00	Duration: 37:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Explain about hand skiving and the different types of Leather • List down the Various tools and accessories requires for hand skiving • Prepare the Rampi for different skiving • Understand the proper skiving allowances before going on skiving • Understand the types of skiving tools and accessories used in footwear and goods industries • Explain the details available in the job card and specification file. • Describe the various leather skiving techniques. • Report defective materials, tools and equipment to the supervisor • Agree upon work targets with your supervisor and check for specific instruction, if any • Identify the potential hazards associated with the Rampi /Stone /oil and the safety precaution that much be taken. 	<ul style="list-style-type: none"> • Sort the leather as per their colour, thickness and other physical properties. • Check component for colour, thickness, size and other necessary parameters beforehand skiving • Arrange the work stone or table and sharpening stone to carry out the hand skiving • Wear proper hand gloves • Demonstrate the process of skiving component by hand • Inspect the skived component against specification. • Sort and place work to the next stage of production and minimize the risk of damage • Ensure that the work area if free hazards.
Classroom Aids:	
Computer, projector, printer, student table, whiteboard/flip chart, marker, duster	
Tools, Equipment and Other Requirements	
Rampi, work stone, sharpening stone & Oil Cane, Material for hand skiving practice, Sample job specifications, PPE's, Waste bins, Trainer/facilitator guide, Participant hand book,	

Carry out footwear skiving operations using machine

Mapped to NOS: LSS/N2406

Terminal Outcomes:

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

- Understand different types of Skiving and Skiving Machine
- Identify the different types of leather and non-leather materials given
- Check the parts of the skiving machine like Pressure Foot, Bell Knife, Bottom Feed Roller, sharpening stone, skiving guide, top pressure adjusting assembly, front adjusting knobs, side adjusting Knobs, Top lever and proper lighting system.
- Analyses the production plan for skiving as per style/product/category/class.
- Maintain the production target, quality record and other documents
- Handle material, tools and machines, maintain clean and hazard free work area, proper usage of cleaning equipment, maintain correct usage of workplace tools and equipment.
- Carry out basic maintenance machinery and keep them clean after use.
- Assess health and safety measures

Duration: 42:00	Duration: 105:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Understand the purpose of skiving like reduce bulkiness, better adhesion, better aesthetics, etc., • Explain about the different types of skiving machines like Single-step Skiving, Three-step Skiving Machine and auto skiving machine • Understand the various skiving process like underlay/attaching skiving, raw edge, folding, seam, amazon skiving (Moccasin), etc., • List down the various tools and accessories requires for machine skiving • Prepare the machine for skiving like pressure foot, Bell Knife, bottom feed Roller, sharpening stone, skiving guide, Top pressure adjusting assembly, front adjusting Knobs, side adjusting knobs, top lever and proper lighting system. • Understand the proper skiving allowances before going on skiving operation to save the materials • Explain the details available in the job card and specification file. • Describe the various leather skiving techniques. • Agree upon work targets with your supervisor and check for specific instruction, if any • Report defective materials, tools and equipment to the supervisor 	<ul style="list-style-type: none"> • Sort the leather or materials as per job card specification/thickness or first processing component • Check component for colour, thickness, size and other necessary parameters before the machine skiving • Demonstrate the process of skiving the component by machine • Ensure parallel shape of pressure foot is requiring for folding skiving • Ensure flat fore part of pressure foot is requiring for raw edge and underlay skiving (width and angle of skiving). • Ensure Grooved in between the pressure foot is requiring making grooved skiving for pin tucking and cording purposes. • Ensure Teflon material pressure foot or Teflon tape wrapped foot is used for skiving on synthetic material and patent leather. • Inspect the skived component against specification. • Sort and place work to the next stage of production and minimize the risk of damage • Ensure that the work area if free hazards.

- Identify the potential hazards associated with the rampi /stone /oil and the safety precaution that much be taken.

Classroom Aids:

Computer, projector, printer, student table, whiteboard/flip chart, marker, duster

Tools, Equipment and Other Requirements

Thickness gauge, scale, Emery Stone Stick, Dressing Tool, Work Stone, Lubricant Oil, Hand Brush, Sharpening Stone, Motor feed skiving machine, Pressure Foot , Bell Knife ,Bottom Feed Roller ,Sharpening stone ,Skiving guide ,Top pressure adjusting assembly , Front adjusting Knobs ,Side adjusting Knobs ,Top lever, Oil Cane, Material for hand skiving practice, Sample job specifications, PPE's, Waste bins, Trainer/facilitator guide, Participant hand book

Check quality in footwear skiving operations

Mapped to NOS: LSS/N2407

Terminal Outcomes:

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

- Understand the quality standard of difference skiving
- Identify the different types of leather and non-leather materials given
- Ensure the skiving is done accurately according to the specifications
- Ensure depth and width of the skive, varies depending upon the different type of seams, materials & thickness.
- Identify, report and replace faulty materials and component parts which do not meet specification
- Maintain the required productivity and quality levels
- Carry out quality checks at agreed intervals and in the approved way

Duration: 20:00	Duration: 50:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Understand the functions of hand tools and equipment • Understand the functions of different parts of skiving machine like feed roller, bell knife, pressure foot, grinding stone, guide, etc., • Understand the skiving specifications • Describe the various properties of leather or materials given like tensile/tear strength, handling, color fastness, etc., • Ensure the feed roller is not touching the knife (A minimum gap of 0.5 mm should be there) • Ensure the optimum condition of the disk knife and uniformity in skiving • Agree upon work targets with your supervisor and check for special instructions, if any. • Identify, report and replace faulty materials and component parts which do not meet specification 	<ul style="list-style-type: none"> • Ensure the optimum condition of the disk knife and uniformity in skiving along the edges • Check the pressure foot and ensure it is not touching the feed roll • Check the feed roller is parallel to the knife • Perform a quality check to ensure gap between feed roller and bell knife (Insert a paper into that) • Sharpen the knife regularly using grinding wheel/stone • Carry out periodic checking on the skived components using thickness gauge • Check components for colour, size and other parameters before cutting. • Ensure cutter product conforms to shape and size requirement. • Carry out Operations at a rate which maintains workflow and meets production targets. • Carry out basic maintenance of machinery and keep them clean after use. • Complete forms, records and other documentation
Classroom Aids:	
Computer, projector, printer, student table, whiteboard/flip chart, marker, duster	
Tools, Equipment and Other Requirements	
Sample leather defects material, Inspection report documents, Leather thickness measuring gauge, Material for hand skiving practice, Sample job specifications, PPE's, Waste bins, Trainer/facilitator guide, Participant hand book	

Maintain health, safety & security, a clean work area & equipment, use optimized resources at the workplace and comply with industry & organizational Requirements.

Mapped to NOS: LSS/N8601

Terminal Outcomes:

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

- Explain and demonstrate the health & safety procedures related to the workplace by proper use of PPEs, handling of hazards, etc.,
- Maintain the hygiene and sanitation at the workplace.
- Perform the fire safety mock drill, firefighting equipment usage, emergency evacuation process, safe assembly points.
- Carry out environmental management systems in the workplace.
- Carry out basic first aid techniques for the emergency.
- Describe the practice of the correct lifting & Handling procedures and a comfortable working position.
- Check the machine guards, safety switches are working properly & carry out safe working practices.
- Perform the running maintenance of tools, equipment & machines as scheduled.
- Follow the importance of having an ethical and value-based approach & carry out this per the regulations.
- Describe the benefits of following organizational norms for values and ethics.
- Interpret correctly legal, regulatory and ethical requirements specific to the industry and can follow the procedures.
- Explain the respect of social diversity at the workplace
- Conserve the materials while performing sample making operation
- Optimize the electricity and other energy on the sample making operation
- Understand the energy utilization and their effect on global warming and environment
- Know types of wastes related to the production process

Duration: 12:00	Duration: 18:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> • Explain health and safety-related practices applicable at the workplace including general hazards or risk that can lead to accidents • Explain the sanitation and social distancing importance in the workplace. • Explain various personal protective equipment and their method of use • List potential hazards, risks, and threats based on the nature of operations • Describe the ill-effects of alcohol, tobacco, and drugs. Maintain a healthy lifestyle and guard against dependency on intoxicants 	<ul style="list-style-type: none"> • Demonstrate wearing different personal protective equipment as per protocol • Carry out environmental management system related operations at the workplace. • Demonstrate personnel hygiene, sanitation and social distancing importance at the workplace. • Carry out the mock drill for firefighting, emergency exit escape routes, emergency equipment usage and assembling, etc., • Carry out basic first aid procedures for emergencies.

<ul style="list-style-type: none"> • State details of personnel trained in first aid, fire-fighting and emergency response • Describe actions to take in the event of a mock drill/ evacuation procedures or actual accident, emergency or fire. • Describe safe working practices for tools, machines & equipment. • Describe the method & procedures to keep the records during the production process. • Explain the importance of keeping accurate records for quality. • Check the machine guards are properly fixed and handling methods to move waste & debris accurately • State the importance of having an ethical and value-based approach. • Describe the benefits of following organizational norms. • Interpret correctly legal, regulatory and ethical requirements specific to the leather industry. • Identify procedures to follow if legal, regulatory and ethical requirements of an organization are not met. • Identify and report any possible deviation to ethical requirements. • Describe what is social diversity and treating everyone without any personnel bias based on the gender, disability, caste, religion, colour, sexual orientation and culture. • Describe the energy utilization and how it is related to global warming and environment. • Explain the ways to save electricity and other energy while performing any operations. • List down the wastes Based on non-cyclable, hazardous and recyclable types 	<ul style="list-style-type: none"> • Store materials and equipment as per manufacturer's and organizational prerequisites • Supervise the workplace and work processes for potential risks and threats. • Practice the correct lifting & handling procedures. • Demonstrate a comfortable position with correct posture while working. • Carry out the safe working practices for cleaning & maintenance of equipment according to schedule. • Carry out the process control of machines where heat, pressure and time parameters applicable as per the SOPs. • Perform the running maintenance of tools, equipment & machines as scheduled. • Complete & store the respective records and documents. Carry out work functions following legislation and regulations, organizational guidelines and procedures • Follow the policies and procedures within the work practices • Design the policies with the behavioural mindset of workers to comply with the standards. • Recognize the indicators of harassment and discrimination based on gender, disability, caste, religion, colour, sexual orientation and culture at the workplace. • Report the incident of harassments and discriminating to the appropriate authority. • Respect the personal and professional space of others • Perform the electricity saving process while sample making operations like switching off machines, lights, fans when in idle conditions. • Demonstrate the use of natural ventilation and lighting system • Segregate the wastes based on the types • Deposited these types of wastes in identified locations
Classroom Aids:	
Computer, projector, printer, student table, whiteboard/flip chart, marker, duster	
Tools, Equipment and Other Requirements	
PPEs, firefighting cylinders, hoses, oxygen cylinders, dust bin, Sanitizers, Grease, lubricant oil, thermometer, stopwatch, cleaning agent, Sample Legal documents according to factories act, Material Safety Data Sheet (MSDS), Needle breakup policy, Sharp tools audit policy, SOP for electrical instrument handling, Trainer/Facilitator Guide, Participant Hand Book	

Employability Skills

Mapped to NOS: DGT/VSQ/N0101

Terminal Outcomes:

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

- Discuss the importance of Employability Skills in meeting the job requirements
- Explain constitutional values, civic rights, duties, citizenship, responsibility towards society etc. that are required to be followed to become a responsible citizen
- Show how to practice different environmentally sustainable practices
- Discuss 21st century skills
- Display positive attitude, self -motivation, problem solving, time management skills and continuous learning mind-set in different situations
- Use appropriate basic English sentences/phrases while speaking
- Demonstrate how to communicate in a well -mannered way with others
- Demonstrate working with others in a team
- Show how to conduct oneself appropriately with all genders and PwD
- Discuss the significance of reporting sexual harassment issues in time
- Discuss the significance of using financial products and services safely and securely
- Explain the importance of managing expenses, income, and savings
- Explain the significance of approaching the concerned authorities in time for any exploitation as per legal rights and laws
- Show how to operate digital devices and use the associated applications and features, safely and securely
- Discuss the significance of using internet for browsing, accessing social media platforms, safely and securely
- Discuss the need for identifying opportunities for potential business, sources for arranging money and potential legal and financial challenges
- Differentiate between types of customers
- Explain the significance of identifying customer needs and addressing them
- Discuss the significance of maintaining hygiene and dressing appropriately
- Create a biodata
- Use various sources to search and apply for jobs
- Discuss the significance of dressing up neatly and maintaining hygiene for an interview
- Discuss how to search and register for apprenticeship opportunities

Duration: 00:00	Duration: 30:00
Theory – Key Learning Outcomes	Practical – Key Learning Outcomes
<ul style="list-style-type: none"> NA 	<ul style="list-style-type: none"> Discuss the importance of Employability Skills in meeting the job requirements Explain constitutional values, civic rights, duties, citizenship, responsibility towards society etc. that are required to be followed to become a responsible citizen. Show how to practice different environmentally sustainable practices Discuss 21st Century skills Display positive attitude, self -motivation, problem solving, time management skills and continuous learning mindset in different situations Demonstrate how to communicate in a well -mannered way with others Demonstrate working with others in a team Show how to conduct oneself appropriately with all genders and PwD Show how to operate digital devices and use the associated applications and features, safely and securely Differentiate between types of customers Create a biodata Use various sources to search and apply for jobs Describe opportunities as an entrepreneur
Classroom Aids:	
Computer, projector, printer, student table, whiteboard/flip chart, marker, duster	
Tools, Equipment and Other Requirements	

Annexure

Trainer Requirements

Trainer Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
		Years	Specialization	Years	Specialization	
Graduate in any discipline.		4	Supervisory job role in cutting/closing dept. in footwear Industry	2		Leather/non-leather footwear industry experience is prepared
Diploma in any discipline		4	Supervisory job role in cutting/closing dept. in footwear Industry	2		Leather/non-leather footwear industry experience is prepared
12 th Class		5	Supervisory job role in cutting/closing dept. in footwear Industry	2		Leather/non-leather footwear industry experience is prepared

Trainer Certification	
Domain Certification	Platform Certification
LSS/Q2401 – Skiving operator - Footwear	MEP/Q2601 – Trainer

Assessor Requirements

Assessor Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
		Years	Specialization	Years	Specialization	
Graduate in any discipline.		4	Supervisory job role in cutting/closing dept. in footwear Industry	2		Leather/non-leather footwear industry experience is prepared
Diploma in any discipline		4	Supervisory job role in cutting/closing dept. in footwear Industry	2		Leather/non-leather footwear industry experience is prepared
12 th Class		5	Supervisory job role in cutting/closing dept. in footwear Industry	2		Leather/non-leather footwear industry experience is prepared

Assessor Certification	
Domain Certification	Platform Certification
LSS/Q2401 – Skiving operator - Footwear	MEP/Q2701 – Assessor

Assessment Strategy

Assessment system Overview

Assessment will be carried out by LSSC or by assessment partners with no link to training partners. Based on the results of the assessment, LSSC will certify the candidates who have scored a minimum pass percentage.

The assessment will have both theory and practical components in 30:70 ratio.

The assessment consist of two-component

1. Cognitive (Knowledge-based)
 - a. It is a summative assessment consist of 20 theory questions with multiple choice equally distributed to NOS present in the qualification pack.
 - b. This will test their knowledge & understanding of the theory concept covered in the training part.
2. Psychomotor (Skill based)
 - a. It is formative assessment consist of practical demonstration & performance of the job role as per the NOS (including VIVA)
 - b. This will test their skill and application of practical concepts on the QP.

Testing Environment

The training partner (TP) has to share the following data

1. Batch start and end date
2. Number of candidates
3. Name of candidates with photo & identity card details.
4. Job role
5. Scheme (PMKVY, SSDM, special projects, etc.,)

Assessment will be fixed for a day after the end date of the training. It could be the next day or later. Assessment will be conducted at the training venue. Room, where assessment is conducted, will be set with proper seating arrangements with enough space to prevent copying.

Assessment for Theory and practical is conducted on the same day and needed resources for assessment like machines, materials, etc., can be used from the same training centre.

Assessment procedure and quality assurance

1. On assessment day, the assessor gives an orientation to the trainees covering the structure of the assessment, the use of the tab, and general instructions.
2. The assessor has to check the candidate's attendance percentage as per the scheme criteria.
3. The sequence of components within the assessment, i.e. theory, practical, viva, is flexible.
4. The assessor takes a call depending on the total time duration, number of candidates, availability of equipment, etc.
5. Theory assessment will be done batch-wise and practical assessment will be done, individual candidates.
6. Most assessments include some form of online testing. Even in regions with low internet connectivity, it is easy to do online assessments. The tabs used by assessment agencies store the data and upload it once the network is connected.

7. During the assessment, the assessor can put marks directly or also can record short video relevance to practical questions on how candidates are doing and submitted on the portal and it valuated and marks distribute.
8. Either LSSC or assessment agency will upload the marks in SIP or it will be approved by LSSC within 7 days of assessment.