



Telecom E-Waste Handler

QP Code: TEL/Q2400

Version: 2.0

NSQF Level: 3

Telecom Sector Skill Council || 3rd Floor, Plot No 126, Sector - 44
Gurgaon - 122003

Qualification Pack

Contents

TEL/Q2400: Telecom E-Waste Handler	3
<i>Brief Job Description</i>	3
Applicable National Occupational Standards (NOS)	3
<i>Compulsory NOS</i>	3
<i>Qualification Pack (QP) Parameters</i>	3
TEL/N2401: Promoting proper Telecom E-waste Handling and Disposal	5
TEL/N9101: Organise Work and Resources as per Health and Safety Standards	10
TEL/N9102: Interact Effectively with Team Members and Customers	17
Assessment Guidelines and Weightage	21
<i>Assessment Guidelines</i>	21
<i>Assessment Weightage</i>	22
Acronyms	23
Glossary	24

Qualification Pack

TEL/Q2400: Telecom E-Waste Handler

Brief Job Description

The individual in this job is responsible for collecting telecom e-waste from retailers, repair shops and other unorganised stakeholders. They are also responsible for promoting the importance of telecom e-waste management and ill-effects of improper handling of the telecom e-waste. In addition, they need to ensure proper transportation of the collected telecom e-waste to the central warehouse by packaging the e-waste, labelling it and maintaining the log record.

Personal Attributes

The individual in this job is required to be able to communicate clearly and convince others. They should also be able to establish rapport with all the stakeholders and be supportive and compassionate.

Applicable National Occupational Standards (NOS)

Compulsory NOS:

1. [TEL/N2401: Promoting proper Telecom E-waste Handling and Disposal](#)
2. [TEL/N9101: Organise Work and Resources as per Health and Safety Standards](#)
3. [TEL/N9102: Interact Effectively with Team Members and Customers](#)

Qualification Pack (QP) Parameters

Sector	Telecom
Sub-Sector	Handset
Occupation	E-Waste Management
Country	India
NSQF Level	3
Aligned to NCO/ISCO/ISIC Code	NCO-2015/9611.0201
Minimum Educational Qualification & Experience	10th Class OR 8th Class with 2 Years of experience in E-waste Handling

Qualification Pack

Minimum Level of Education for Training in School	
Pre-Requisite License or Training	NA
Minimum Job Entry Age	18 Years
Last Reviewed On	30/12/2021
Next Review Date	30/12/2025
NSQC Approval Date	30/12/2021
Version	2.0
Reference code on NQR	2021/TEL/TSSC/04897
NQR Version	1.0

Qualification Pack

TEL/N2401: Promoting proper Telecom E-waste Handling and Disposal

Description

This OS unit is about interacting with various stakeholders from where telecom e-waste (faulty or irreparable equipment, parts, spares and other components at tower sites, infrastructure stores and field) can be collected and promoting about the importance of proper e-waste disposal. This OS unit also deals with proper collection, safe transportation and storage of telecom e-waste ensuring no breakages or leakages.

Scope

The scope covers the following :

- Promote importance of proper telecom e-waste disposal
- Manage telecom e-waste
- Handle e-waste with safety and standardized precautions

Elements and Performance Criteria

Promote importance of telecom e-waste disposal

To be competent, the user/individual on the job must be able to:

- PC1.** inform about the hazardous effects of improper disposal of telecom e-waste to retailers/refurbisher/recyclers (typically the waste from tower sites, infrastructure stores and handsets including accessories)
- PC2.** advise stakeholders about the best practices to be followed for proper disposal of telecom e-waste (such as IF, RF and Ethernet cables, battery banks, testers, routers, etc.)
- PC3.** conduct a survey among the stakeholders to test their understanding of telecom e-waste disposal
- PC4.** record the result of surveys conducted as part of promotional activities for spreading awareness on proper disposal techniques for e-waste from telecom sites/towers

Manage telecom e-waste

To be competent, the user/individual on the job must be able to:

- PC5.** visit the site from where the telecom e-waste can be collected
- PC6.** manage e-waste collection from telecom sites as per the pre-appointed schedule
- PC7.** perform basic separation/segregation of the components
- PC8.** collect the telecom e-waste in proper containers/bags, using proper PPE
- PC9.** issue e-waste collection receipt/certificate to all stakeholders from whom the e-waste has been collected
- PC10.** ensure timely availability of transport to move the e-waste from collection centre to e-waste handling centre/warehouse
- PC11.** initiate process for safe transportation of the e-waste components, avoiding leaks/spillages
- PC12.** perform product/type wise segregation of the components at the warehouse
- PC13.** carry out proper stacking, packaging /containerization while ensuring physical integrity
- PC14.** weigh and label telecom e-waste as per standard operating procedure

Qualification Pack

- PC15.** maintain record of parameters such as the source, nature of e-waste collected, date, weight, etc.
- PC16.** follow warehouse etiquette while operating/working in the warehouse
- PC17.** employ firefighting techniques in case of an emergency in the warehouse
- Handle e-waste with safety and standardized precautions*
- To be competent, the user/individual on the job must be able to:
- PC18.** follow recommended personal hygiene, workplace hygiene and sanitation practices
- PC19.** clean and disinfect all material, tools and supplies before and after use/handling
- PC20.** report immediately to concerned authorities in case of any signs/symptoms of illness of self and/or colleagues
- PC21.** comply with standard processes specified for disposal of hazardous e-waste

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** telecom e-waste sources from where the waste can be accumulated
- KU2.** occupational hazards and safety as it pertains to telecom e-waste
- KU3.** ill effects of improper recycling/treatment of telecom e-waste
- KU4.** procedure to conduct a survey, survey formats/questionnaires and collecting information
- KU5.** safe methods of transportation and packaging of collected telecom e-waste
- KU6.** product wise or type wise differentiation (hazardous and non-hazardous equipment)
- KU7.** types of containers used for telecom e-waste
- KU8.** record keeping and reporting
- KU9.** proper usage of safety equipment in the storage area
- KU10.** firefighting norms
- KU11.** ESD and precautions to be taken while handling telecom e-waste
- KU12.** transportation for shifting/transporting telecom e-waste
- KU13.** reduce, recycle, reuse (3 R's) for managing telecom e-waste
- KU14.** typical lifecycle of telecom components/electronics
- KU15.** hazards of e-waste incorrect disposal
- KU16.** proper e-waste disposal and handling techniques
- KU17.** safety and precautions for handling e-waste

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** communicate with customers respectfully and patiently
- GS2.** basic reading and writing skills
- GS3.** listen carefully and respond appropriately
- GS4.** manage time efficiently without missing the appointments

Qualification Pack
Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Promote importance of telecom e-waste disposal</i>	7	12	-	3
PC1. inform about the hazardous effects of improper disposal of telecom e-waste to retailers/refurbisher/recyclers (typically the waste from tower sites, infrastructure stores and handsets including accessories)	3	4	-	1
PC2. advise stakeholders about the best practices to be followed for proper disposal of telecom e-waste (such as IF, RF and Ethernet cables, battery banks, testers, routers, etc.)	2	3	-	-
PC3. conduct a survey among the stakeholders to test their understanding of telecom e-waste disposal	1	3	-	1
PC4. record the result of surveys conducted as part of promotional activities for spreading awareness on proper disposal techniques for e-waste from telecom sites/towers	1	2	-	1
<i>Manage telecom e-waste</i>	21	28	-	8
PC5. visit the site from where the telecom e-waste can be collected	-	1	-	1
PC6. manage e-waste collection from telecom sites as per the pre-appointed schedule	1	1	-	-
PC7. perform basic separation/segregation of the components	1	1	-	-
PC8. collect the telecom e-waste in proper containers/bags, using proper PPE	1	2	-	1
PC9. issue e-waste collection receipt/certificate to all stakeholders from whom the e-waste has been collected	1	2	-	-
PC10. ensure timely availability of transport to move the e-waste from collection centre to e-waste handling centre/warehouse	1	2	-	1
PC11. initiate process for safe transportation of the e-waste components, avoiding leaks/spillages	2	3	-	1

Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC12. perform product/type wise segregation of the components at the warehouse	2	3	-	1
PC13. carry out proper stacking, packaging /containerization while ensuring physical integrity	3	2	-	1
PC14. weigh and label telecom e-waste as per standard operating procedure	2	3	-	-
PC15. maintain record of parameters such as the source, nature of e-waste collected, date, weight, etc.	2	2	-	1
PC16. follow warehouse etiquette while operating/working in the warehouse	2	3	-	1
PC17. employ firefighting techniques in case of an emergency in the warehouse	3	3	-	-
<i>Handle e-waste with safety and standardized precautions</i>	7	10	-	4
PC18. follow recommended personal hygiene, workplace hygiene and sanitation practices	2	3	-	1
PC19. clean and disinfect all material, tools and supplies before and after use/handling	2	2	-	1
PC20. report immediately to concerned authorities in case of any signs/symptoms of illness of self and/or colleagues	1	2	-	1
PC21. comply with standard processes specified for disposal of hazardous e-waste	2	3	-	1
NOS Total	35	50	-	15

Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	TEL/N2401
NOS Name	Promoting proper Telecom E-waste Handling and Disposal
Sector	Telecom
Sub-Sector	Handset
Occupation	E-Waste Management
NSQF Level	3
Credits	TBD
Version	2.0
Last Reviewed Date	30/12/2021
Next Review Date	30/12/2025
NSQC Clearance Date	30/12/2021

Qualification Pack

TEL/N9101: Organise Work and Resources as per Health and Safety Standards

Description

This OS unit is about planning work and following sustainable as well as healthy practices for safety and optimal use of resources.

Scope

The scope covers the following :

- Perform work as per quality standards
- Maintain safe, healthy and secure working environment
- Conserve material/energy/electricity
- Use effective waste management/recycling practices

Elements and Performance Criteria

Perform work as per quality standards

To be competent, the user/individual on the job must be able to:

- PC1.** keep workspace clean and tidy
- PC2.** perform individual role and responsibilities as per the job role while taking accountability for the work
- PC3.** record/document tasks completed as per the requirements within specific timelines
- PC4.** implement schedules to ensure timely completion of tasks
- PC5.** identify the cause of a problem related to own work and validate it
- PC6.** analyse problems accurately and communicate different possible solutions to the problem

Maintain safe, healthy and secure working environment

To be competent, the user/individual on the job must be able to:

- PC7.** comply with organisation's current health, safety, security policies and procedures
- PC8.** check for water spills in and around the work space and escalate these to the appropriate authority
- PC9.** report any identified breaches in health, safety, and security policies and procedures to the designated person
- PC10.** use safety materials such as goggles, gloves, ear plugs, caps, ESD pins, covers, shoes, etc.
- PC11.** avoid damage of components due to negligence in ESD procedures or any other loss due to safety negligence
- PC12.** identify hazards such as illness, accidents, fires or any other natural calamity safely, as per organisation's emergency procedures, within the limits of individual's authority
- PC13.** participate regularly in fire drills or other safety related workshops organised by the company
- PC14.** report any hazard outside the individual's authority to the relevant person in line with organisational procedures and warn others who may be affected

Qualification Pack

- PC15.** maintain appropriate posture while sitting/standing for long hours
- PC16.** handle heavy and hazardous materials with care, while maintaining appropriate posture
- PC17.** sanitize workstation and equipment regularly
- PC18.** clean hands with soap, alcohol-based sanitizer regularly
- PC19.** avoid contact with anyone suffering from communicable diseases and take necessary precautions
- PC20.** take safety precautions while travelling e.g. maintain 1m distance from others, sanitize hands regularly, wear masks, etc.
- PC21.** report hygiene and sanitation issues to appropriate authority
- PC22.** follow recommended personal hygiene and sanitation practices, for example, washing/sanitizing hands, covering face with a bent elbow while coughing/sneezing, using PPE, etc.

Conserve material/energy/electricity

To be competent, the user/individual on the job must be able to:

- PC23.** optimize usage of material including water in various tasks/activities/processes
- PC24.** use resources such as water, electricity and others responsibly
- PC25.** carry out routine cleaning of tools, machine and equipment
- PC26.** optimize use of electricity/energy in various tasks/activities/processes
- PC27.** perform periodic checks of the functioning of the equipment/machine and rectify wherever required
- PC28.** report malfunctioning and lapses in maintenance of equipment
- PC29.** use electrical equipment and appliances properly

Use effective waste management/recycling practices

To be competent, the user/individual on the job must be able to:

- PC30.** identify recyclable, non-recyclable and hazardous waste
- PC31.** deposit recyclable and reusable material at identified location
- PC32.** dispose non-recyclable and hazardous waste as per recommended processes

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** strategies pertinent to their field (such as internet searches, asking peers and managers, enrolling for courses and certifications, etc.) that can be used to pursue an advancement in their skills
- KU2.** key performance indicators for the new tasks
- KU3.** feedback processes and formats
- KU4.** timelines and goals as well as their relevance to work allocated
- KU5.** importance of quality and timely delivery of the product/service
- KU6.** escalation matrix and its importance, especially in case of emergencies
- KU7.** ways of time and cost management
- KU8.** rules/regulation for maintaining health and safety at workplace

Qualification Pack

- KU9.** meaning of hazard, different types of health and safety hazards found in the workplace, risks and threats based on the nature of work
- KU10.** relevant signage, warnings, labels or descriptions on equipment, etc. while carrying out work activities
- KU11.** procedures to report breaches in health, safety and security
- KU12.** organisation's procedures for different emergency situations and the importance of following the same
- KU13.** different methods of cleaning, disinfection, sterilization, and sanitization
- KU14.** significance of personal hygiene practice including hand hygiene
- KU15.** path of disease transmission
- KU16.** correct method of donning and doffing of PPE
- KU17.** ways of managing resources and material efficiently
- KU18.** common electrical problems and common practices of conserving electricity
- KU19.** categorization of waste into dry, wet, recyclable, non-recyclable and items of single-use plastics and use of different colours of dustbins
- KU20.** organisation's procedures for minimizing waste
- KU21.** waste management and methods of waste disposal
- KU22.** common sources of pollution and ways to minimize it

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** improve and modify work practices
- GS2.** complete tasks efficiently and accurately within stipulated time
- GS3.** develop skills and mastery of the technologies prevalent in the industry
- GS4.** write in at least one language and complete written work with attention to detail
- GS5.** utilize time and manage workload efficiently
- GS6.** read and comprehend instructions and documents
- GS7.** accept feedback in a constructive way
- GS8.** seek clarifications from superior about the job requirement
- GS9.** read and comprehend statutory documents relevant to safety and hygiene
- GS10.** refer all anomalies to the concerned persons
- GS11.** analyze situations and make appropriate decisions
- GS12.** decide the most suitable course of action for completing the task within resources

Qualification Pack

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Perform work as per quality standards</i>	4	9	-	2
PC1. keep workspace clean and tidy	-	1	-	-
PC2. perform individual role and responsibilities as per the job role while taking accountability for the work	1	1	-	1
PC3. record/document tasks completed as per the requirements within specific timelines	-	1	-	1
PC4. implement schedules to ensure timely completion of tasks	-	2	-	-
PC5. identify the cause of a problem related to own work and validate it	2	2	-	-
PC6. analyse problems accurately and communicate different possible solutions to the problem	1	2	-	-
<i>Maintain safe, healthy and secure working environment</i>	16	27	-	4
PC7. comply with organisation's current health, safety, security policies and procedures	1	1	-	-
PC8. check for water spills in and around the work space and escalate these to the appropriate authority	1	2	-	1
PC9. report any identified breaches in health, safety, and security policies and procedures to the designated person	1	2	-	1
PC10. use safety materials such as goggles, gloves, ear plugs, caps, ESD pins, covers, shoes, etc.	1	2	-	1
PC11. avoid damage of components due to negligence in ESD procedures or any other loss due to safety negligence	2	3	-	1
PC12. identify hazards such as illness, accidents, fires or any other natural calamity safely, as per organisation's emergency procedures, within the limits of individual's authority	2	1	-	-

Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC13. participate regularly in fire drills or other safety related workshops organised by the company	1	3	-	-
PC14. report any hazard outside the individual's authority to the relevant person in line with organisational procedures and warn others who may be affected	1	3	-	-
PC15. maintain appropriate posture while sitting/standing for long hours	1	1	-	-
PC16. handle heavy and hazardous materials with care, while maintaining appropriate posture	1	1	-	-
PC17. sanitize workstation and equipment regularly	1	2	-	-
PC18. clean hands with soap, alcohol-based sanitizer regularly	-	1	-	-
PC19. avoid contact with anyone suffering from communicable diseases and take necessary precautions	-	1	-	-
PC20. take safety precautions while travelling e.g. maintain 1m distance from others, sanitize hands regularly, wear masks, etc.	1	2	-	-
PC21. report hygiene and sanitation issues to appropriate authority	1	1	-	-
PC22. follow recommended personal hygiene and sanitation practices, for example, washing/sanitizing hands, covering face with a bent elbow while coughing/sneezing, using PPE, etc.	1	1	-	-
<i>Conserve material/energy/electricity</i>	7	16	-	3
PC23. optimize usage of material including water in various tasks/activities/processes	1	2	-	-
PC24. use resources such as water, electricity and others responsibly	1	2	-	1
PC25. carry out routine cleaning of tools, machine and equipment	1	2	-	-

Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC26. optimize use of electricity/energy in various tasks/activities/processes	1	3	-	1
PC27. perform periodic checks of the functioning of the equipment/machine and rectify wherever required	1	3	-	1
PC28. report malfunctioning and lapses in maintenance of equipment	1	2	-	-
PC29. use electrical equipment and appliances properly	1	2	-	-
<i>Use effective waste management/recycling practices</i>	3	8	-	1
PC30. identify recyclable, non-recyclable and hazardous waste	1	2	-	1
PC31. deposit recyclable and reusable material at identified location	1	3	-	-
PC32. dispose non-recyclable and hazardous waste as per recommended processes	1	3	-	-
NOS Total	30	60	-	10

Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	TEL/N9101
NOS Name	Organise Work and Resources as per Health and Safety Standards
Sector	Telecom
Sub-Sector	Generic
Occupation	Generic
NSQF Level	4
Credits	TBD
Version	1.0
Last Reviewed Date	24/02/2022
Next Review Date	24/02/2026
NSQC Clearance Date	24/02/2022

Qualification Pack

TEL/N9102: Interact Effectively with Team Members and Customers

Description

This OS unit is about interacting with superiors and colleagues as well as customers and other stakeholders in own or other work groups within as well as outside the organisation.

Scope

The scope covers the following :

- Interact effectively with superiors
- Interact effectively with colleagues and customers
- Respect differences of gender and ability

Elements and Performance Criteria

Interact effectively with superiors

To be competent, the user/individual on the job must be able to:

- PC1.** receive work requirements from superiors and customers and interpret them correctly
- PC2.** inform the supervisor and/or concerned person about any unforeseen disruptions or delays
- PC3.** participate in decision making by providing facts and figures, giving/accepting constructive suggestions
- PC4.** rectify errors as per feedback and ensure the errors are not repeated

Interact effectively with colleagues and customers

To be competent, the user/individual on the job must be able to:

- PC5.** comply with organisation's policies and procedures for working with team members
- PC6.** communicate professionally using appropriate mode of communication such as face-to-face, telephonic and written
- PC7.** respond to queries and seek/provide clarifications if required
- PC8.** co-ordinate with team to integrate work as per requirements
- PC9.** resolve conflicts within the team/with customers to achieve smooth workflow
- PC10.** recognize emotions accurately in self and others to build good relationships
- PC11.** prioritize team and organization goals above personal goals

Respect differences of gender and ability

To be competent, the user/individual on the job must be able to:

- PC12.** maintain a conducive environment for all the genders at the workplace
- PC13.** encourage appropriate behavior and conduct with people across gender
- PC14.** assist team members with disability in overcoming any challenges faced in work
- PC15.** practice appropriate verbal and non-verbal communication while interacting with People with Disability (PwD)
- PC16.** ensure equal participation of the people across genders in discussions

Knowledge and Understanding (KU)

Qualification Pack

The individual on the job needs to know and understand:

- KU1.** organisation's policies on dress code, workplace timings, workplace behaviour, performance management, incentives, delivery standards, information security, etc.
- KU2.** organisation's hierarchy and escalation matrix
- KU3.** importance of establishing good working relationships with colleagues and superiors
- KU4.** importance of helping colleagues with problems, in order to meet quality and time standards as a team
- KU5.** different means and methods of communication
- KU6.** different types of information that colleagues might need and the importance of providing this information in an appropriate manner
- KU7.** organisation's policies and procedures for working with colleagues and superiors
- KU8.** importance of understanding consequences of gender biased behaviour
- KU9.** gender based concepts, issues and legislation
- KU10.** organisation standards and guidelines to be followed for PwD and knowledge about laws, acts and provisions defined for PwD by the statutory bodies and the right way to use them including various medical conditions associated with PwD
- KU11.** health and safety requirements at workplace for PwD
- KU12.** process of recruiting people for a particular job profile w.r.t PwD and gender
- KU13.** various government/private schemes and benefits available for PwD and information about various institutes working for PwD to enable in providing livelihood opportunities for PwD

Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** read and comprehend forms, documents and records
- GS2.** read and write in English and/or local language
- GS3.** complete work with attention to detail
- GS4.** listen effectively and orally communicate information
- GS5.** work as per customer requirements
- GS6.** communicate with empathy across genders and PwD
- GS7.** improve and modify work practices
- GS8.** maintain positive and effective relationships with colleagues and customers
- GS9.** evaluate the possible solution(s) to the problem

Qualification Pack

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Interact effectively with superiors</i>	7	15	-	2
PC1. receive work requirements from superiors and customers and interpret them correctly	1	2	-	-
PC2. inform the supervisor and/or concerned person about any unforeseen disruptions or delays	2	4	-	1
PC3. participate in decision making by providing facts and figures, giving/accepting constructive suggestions	2	5	-	1
PC4. rectify errors as per feedback and ensure the errors are not repeated	2	4	-	-
<i>Interact effectively with colleagues and customers</i>	7	26	-	4
PC5. comply with organisation's policies and procedures for working with team members	1	2	-	-
PC6. communicate professionally using appropriate mode of communication such as face-to-face, telephonic and written	2	4	-	1
PC7. respond to queries and seek/provide clarifications if required	2	4	-	1
PC8. co-ordinate with team to integrate work as per requirements	-	3	-	-
PC9. resolve conflicts within the team/with customers to achieve smooth workflow	1	5	-	1
PC10. recognize emotions accurately in self and others to build good relationships	1	4	-	-
PC11. prioritize team and organization goals above personal goals	-	4	-	1
<i>Respect differences of gender and ability</i>	11	24	-	4
PC12. maintain a conducive environment for all the genders at the workplace	2	5	-	1

Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC13. encourage appropriate behavior and conduct with people across gender	2	5	-	1
PC14. assist team members with disability in overcoming any challenges faced in work	3	4	-	1
PC15. practice appropriate verbal and non-verbal communication while interacting with People with Disability (PWD)	2	4	-	1
PC16. ensure equal participation of the people across genders in discussions	2	6	-	-
NOS Total	25	65	-	10

Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	TEL/N9102
NOS Name	Interact Effectively with Team Members and Customers
Sector	Telecom
Sub-Sector	Generic
Occupation	Generic
NSQF Level	4
Credits	TBD
Version	1.0
Last Reviewed Date	24/02/2022
Next Review Date	24/02/2026
NSQC Clearance Date	24/02/2022

Assessment Guidelines and Assessment Weightage

Assessment Guidelines

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Element/ 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 Element/ 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 these criteria.
6. To pass the Qualification Pack assessment, every trainee should score the Recommended Pass % aggregate for the QP.
7. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack.

Qualification Pack

Minimum Aggregate Passing % at QP Level : 70

(Please note: Every Trainee should score a minimum aggregate passing percentage as specified above, to successfully clear the Qualification Pack assessment.)

Assessment Weightage

Compulsory NOS

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
TEL/N2401.Promoting proper Telecom E-waste Handling and Disposal	35	50	0	15	100	50
TEL/N9101.Organise Work and Resources as per Health and Safety Standards	30	60	-	10	100	25
TEL/N9102.Interact Effectively with Team Members and Customers	25	65	-	10	100	25
Total	90	175	-	35	300	100

Qualification Pack

Acronyms

NOS	National Occupational Standard(s)
NSQF	National Skills Qualifications Framework
QP	Qualifications Pack
TVET	Technical and Vocational Education and Training

Qualification Pack

Glossary

Sector	Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
Sub-sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
Occupation	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.
Occupational Standards (OS)	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the Knowledge and Understanding (KU) they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
Performance Criteria (PC)	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.
National Occupational Standards (NOS)	NOS are occupational standards which apply uniquely in the Indian context.
Qualifications Pack (QP)	QP comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A QP is assigned a unique qualifications pack code.
Unit Code	Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N'
Unit Title	Unit title gives a clear overall statement about what the incumbent should be able to do.
Description	Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for.
Scope	Scope is a set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on quality of performance required.

Qualification Pack

Knowledge and Understanding (KU)	Knowledge and Understanding (KU) are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard.
Organisational Context	Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.
Technical Knowledge	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
Core Skills/ Generic Skills (GS)	Core skills or Generic Skills (GS) are a group of skills that are the key to learning and working in today's world. These skills are typically needed in any work environment in today's world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles.
Electives	Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives.
Options	Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options.