



GOA INTERNATIONAL
AIRPORT



ASDC

Aviation Skill Development Centre



Detailed Project Report by
GMR Goa International Airport Limited
AUGUST 2020

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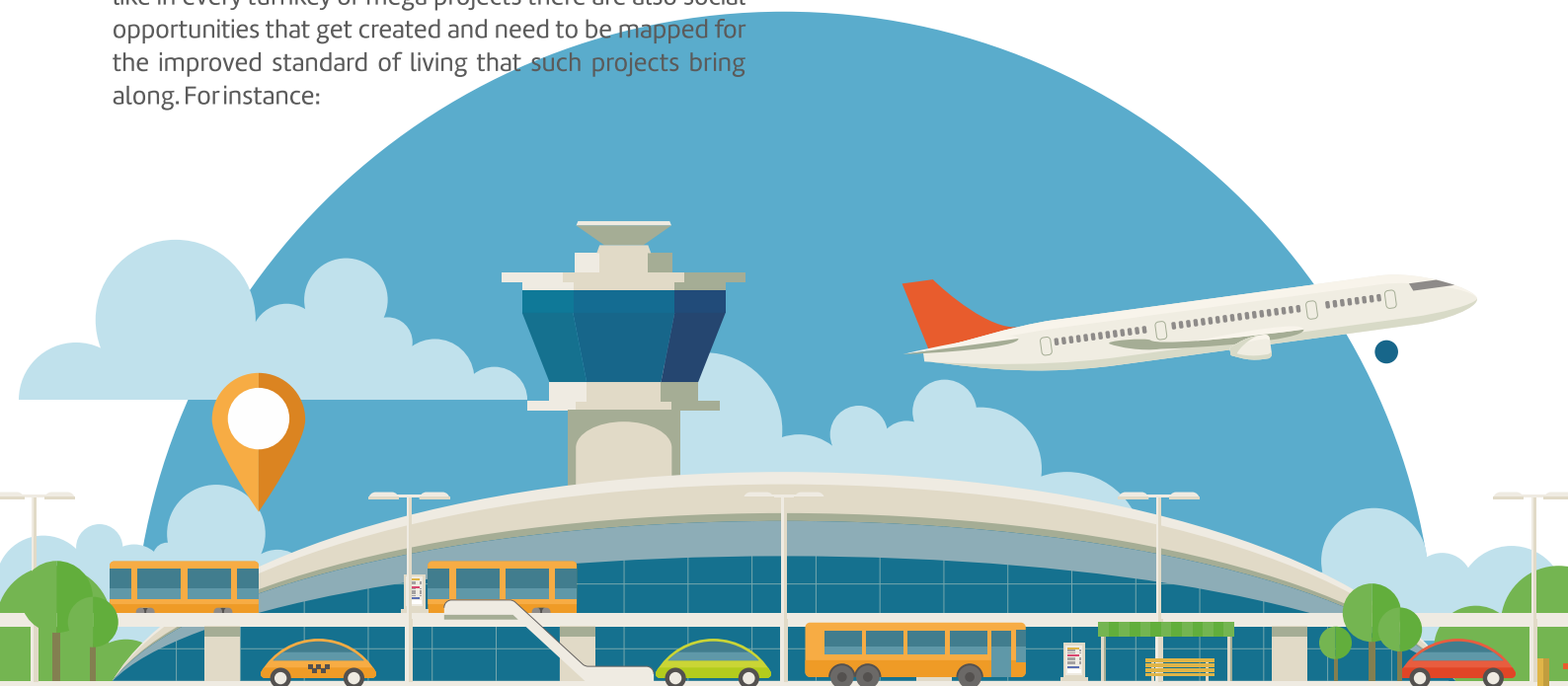
INTRODUCTION

1.1 Background

Government of Goa floated a global tender for setting up of a Greenfield International Airport at Mopa in Goa on PPP model on October 2014 based on Design, Build, Finance, Operate & Transfer (DBFOT) basis. GMR Airports Limited (GAL) participated in competitive bidding process and won the bid being the highest revenue share bidder to the Government. As per the bid documents, GAL formed a Special Purpose Vehicle (SPV) viz. GMR Goa International Airport Limited (GGIAL —herein after called 'the Concessionaire' to develop the Airport). GGIAL signed the Concession Agreement (CA) with Government of Goa (herein after called 'the Authority') on 8th November 2016. Hon'ble Prime Minister of India laid the foundation stone on 13th November 2016. The construction of the Airport begun w.e.f. 4th September 2017 and the first phase is expected to be commissioned in the year 2022. The Airport has an ultimate potential of over 30 million passengers per annum.

The Airport is expected to provide significant impetus to tourism industry and could be a catalyst for socio-economic development of the region. The envisaged economic benefit is expected to be derived by the state but like in every turnkey or mega projects there are also social opportunities that get created and need to be mapped for the improved standard of living that such projects bring along. For instance:

- A vibrant, predominantly young and productive demographic population which can be utilized in the success of the project;
- While doing this, positively touching their lives and helping them improve on their standard of living due to starting of an International Airport around their villages;
- Developing various skills in the local population to make them employment ready for aviation industry in particular and in general upskill their capabilities and give them opportunity for employment elsewhere;
- Grasping the opportunities created due to the multiplier effect that the Airport shall create;
- Creating better infrastructure for both learning and living.



There is a surge of development activity in the Pernem region of Goa and will be more so once the Airport is operational. The potential for employment and micro enterprise activities is increasing. With the opening up of the area and increasing exposure of the youth, it is also likely that they will be more open to looking outwards. In addition to locals from Pernem region, people from all over Goa will be in the best position to derive benefits emanating from the project. It is with this thinking that the idea of a Skill Training center in that area has been mooted which will help generate opportunities for the population to improve their quality of life and bring in economic and social development of the area.

Greenfield International Airport at Mopa with its state of the art infrastructure facilities has planned to build a robust airline network serving Indian as well cities in Middle East, Europe, Russia & Asia on the commencement date.

Some of the key infrastructure facilities that will be available on commencement of the Airport are:

- Integrated Passenger Terminal Building;
- Runway, Taxiways, Rapid Exit ways;
- Air-traffic control and meteorological facilities;
- Cargo terminal and ancillary facilities for processing and storage;
- Aircraft Rescue & Fire Fighting facilities;
- Infrastructure for Aircraft Fuelling Services;
- Reserved Services;

- Emergency services;
- Flight catering services;
- Vehicle parking, etc.

The scope of construction of Greenfield International Airport at Mopa includes Development, Operation and Maintenance of an Aviation Skill Development Centre (ASDC) at ITI Pernem or any other ITI in the State of Goa as directed by the Authority (Article 2.1 (d) and 28.10.1 of Concession Agreement). However, Government vide letter No.98/DOCA/ASDC/2017/745 dated 05th March 2020 has approved setting up of Aviation Skill Development Centre within the Right of Way boundary of the Airport. A map showing location of the ASDC is annexed.



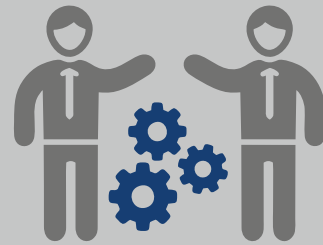
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PROPOSED STRUCTURE OF AVIATION SKILL DEVELOPMENT CENTRE



2.1 Objective

To impart skills/training to bonafide Goans to upskill and empower them and make them eligible for various types of job opportunities in the Airport as well as elsewhere by conducting courses having accreditation of National Skill Qualification Framework under National Skill Development Corporation or accreditation of appropriate State Authority.



2.3 Infrastructure and Facilities

GGIAL will construct necessary infrastructure required for the ASDC comprising various facilities like class rooms, ICT equipment and various other requirements to impart training/skills to the students. Wherever necessary, the students may be required to undergo practical training at other Airports out of Goa as may be decided by ASDC so as to get familiarized. The Training at ASDC will be free of cost except for any specialized trainings at recognized institutions in the country for courses that are not within the purview of ASDC.



2.2 Organization Structure

The ASDC will be headed by a Director with faculties and support staff as may be required to conduct various training courses offered from time to time. A Governing Body will be formed to oversee the functioning of ASDC.



2.4 Certification

A certificate will be issued to the students after successful completion of the training.

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ACCREDITATION

3.1 National Skills Development Corporation (NSDC)

National Skill Development Corporation (NSDC) aims to promote skill development by catalysing creation of large, quality and for-profit vocational institutions. Further, the organisation provides funding to build scalable and profitable vocational training initiatives. Its mandate is also to enable support system which focuses on quality assurance, information systems and 'train the trainer' academies either directly or through partnerships



National Skills Qualifications Framework (NSQF)

The National Skills Qualifications Framework (NSQF) under the NSDC is a competency-based framework that organizes all qualifications according to a series of levels of knowledge, skills and aptitude. These levels, graded from one to ten, are defined in terms of learning outcomes which the learner must possess regardless of whether they are obtained through formal, non-formal or informal learning.

Sector Skill Council (SSC)



Sector Skill Councils are set up as autonomous industry-led bodies by NSDC. They create Occupational Standards and Qualification bodies, develop competency framework, conduct 'Train the Trainer' Programs, conduct skill gap studies and Assess and Certify trainees on the curriculum aligned to National Occupational Standards developed by them.

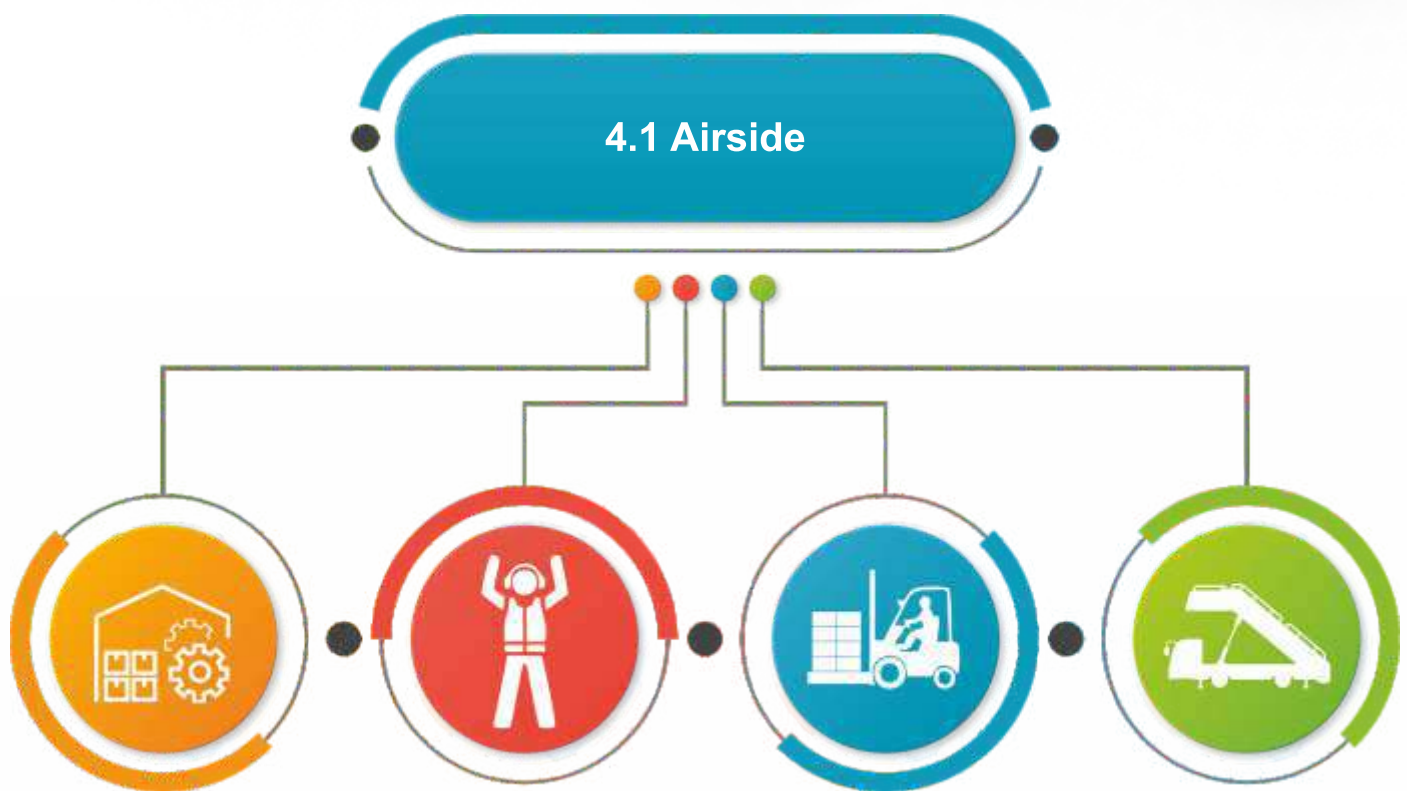
3.2 State Accreditation

Few of the courses which are not part of the NSDC framework will be accredited by appropriate State Authority.



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PROPOSED AREAS OF TRAINING AT ASDC



Cargo Assistant:

To ensure smooth handling of cargo throughout Cargo / Ramp Operations by performing multi-skilled role while utilizing the resources provided effectively. Tasks required to perform Air cargo handling include, but are not limited to, documentation, customer service, acceptance, delivery, breakdown, build up, equipment operation and transport.

Airside Operations:

Prepare the vehicle for airside use, manoeuvre the vehicle airside Maintain procedures and practices which contribute to the safety of airside traffic and apron operations. Identify and use basic tools, equipment & materials; Understand of tool box, machinery equipment for its operation. Use basic communication skills and good inter-personal skills. Stand and walk for long periods of time consistent kneeling, squatting and reaching above the head with caution to avoid accidents.

Forklift Operator:

Preparing vehicle for use, manoeuvre the vehicle in the designated area, maintain procedures and practices which contribute to the safety of operations. Prepare and conduct the loading and unloading of the load within the warehouse.

Airline High Lift Truck Operator:

Preparing vehicle for airside use, manoeuvre the vehicle airside, maintain procedures and practices which contribute to the safety of airside traffic and apron operations. Servicing of aircraft for arrival/departure in the given time frame along with the required responsibilities.

4.2 Landside

Retail Sales Associate:

Individuals in this position interact with customers by giving specialized service and product demonstrations to maximize business in a retail environment whilst striving for continuous improvements in levels of services rendered.



Gardening and Landscaping:

The individual is responsible for care and maintenance of nursery and garden, undertaking different plant propagation methods, designing of garden components, maintenance of lawn, monitoring the day to day growth of the plants in a garden and nursery, working in greenhouse, ensuring proper nutrition to plants, checking for any infested plants and planting new saplings.



Landside Security & Traffic Warden:

The primary role of the Unarmed Security Guard entails guarding designated premises and people by manning the aided by appropriate security devices/equipment. The core responsibility includes guarding against theft, criminal acts, emergencies, fire and other contingencies. The key result area of Traffic Warden is to direct, control and monitor parking of vehicles in the designated parking areas.



Commercial Drivers:

Individuals at this job need to drive safely on the assigned route. Individual needs to have a valid HMV driving License and PSV badge. Individual is expected to Drive a commercial vehicle including LCV, pickup trucks, bus, maxi cab, school van, transport vehicles and ensuring safety of passengers/goods as well as public on the road. This role requires the individual to possess relevant technical skills to handle most of the routine break downs that could likely be encountered while driving long distances and through difficult terrains. The individual is also expected to achieve other key performance parameters like fuel efficiency, on time delivery etc.



Housekeeping Executive & Façade Cleaners

The individual at work prepares for housekeeping service, performs housekeeping work, undertakes and supervises façade cleaning, monitors the work of attendants and maintains the equipment and materials used in housekeeping. The individual may also play a role of Housekeeping Supervisor in their absence.



Baggage Handlers:

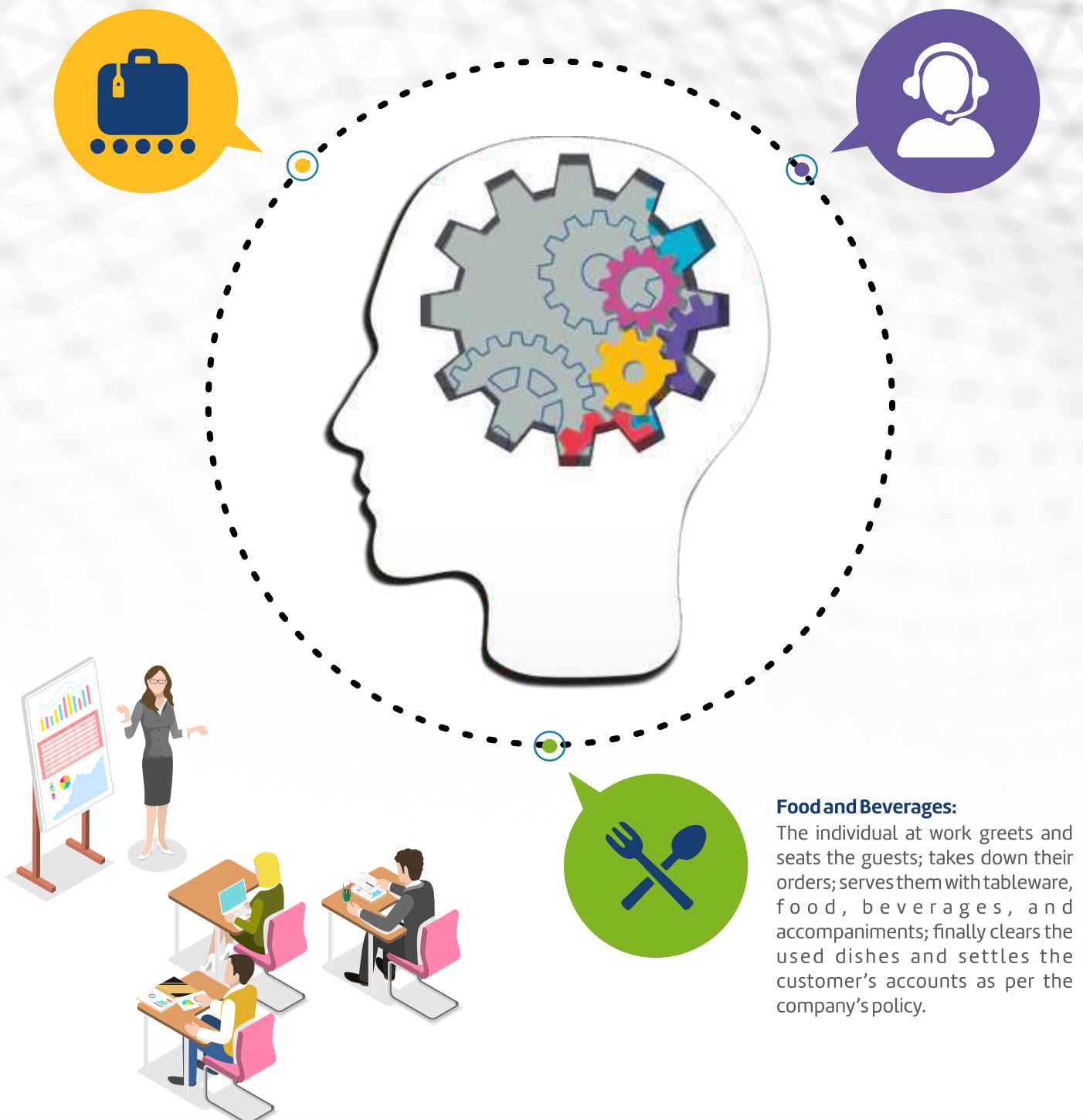
Airline Baggage Handler prepares baggage, cargo and mail to be transported to an aircraft and receives loads from an aircraft, interprets baggage tags and labelling information and use appropriate equipment.



IT Support Executive:

Individuals at this job are responsible for resolving Level 1/2 incidents affecting the operation of production systems, through troubleshooting and implementing known fixes. It involves framing of long term and short term plans for IT Support/Helpdesk.

4. 3 Terminal



Food and Beverages:

The individual at work greets and seats the guests; takes down their orders; serves them with tableware, food, beverages, and accompaniments; finally clears the used dishes and settles the customer's accounts as per the company's policy.

4.4 Engineering



HVAC Technician:

The individual maintains and repairs heating, air conditioning and ventilation systems in commercial and industrial areas. The individual engages with the client to understand the work requirement and follows organizational norms to complete the work.

Plumbing:

Plumber (General) – II is responsible for installation and repair plumbing systems including those of advanced sanitary fixtures as per manufacturer's specifications in housing, commercial and institutional setups.

Electrician:

Assistant Electrician will be assisting level-4 electrician or superior in electrical work for the installation, repair, and maintenance of temporary LV electrical connections at the construction sites and permanent connections at residential and commercial buildings. The individual will be engaged in laying conduits for LV single phase wiring with appropriate selection and use of hand and power tools efficiently.

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JOB PROFILE VIS-À-VIS MATCHING COURSES PROPOSED TO BE CONDUCTED

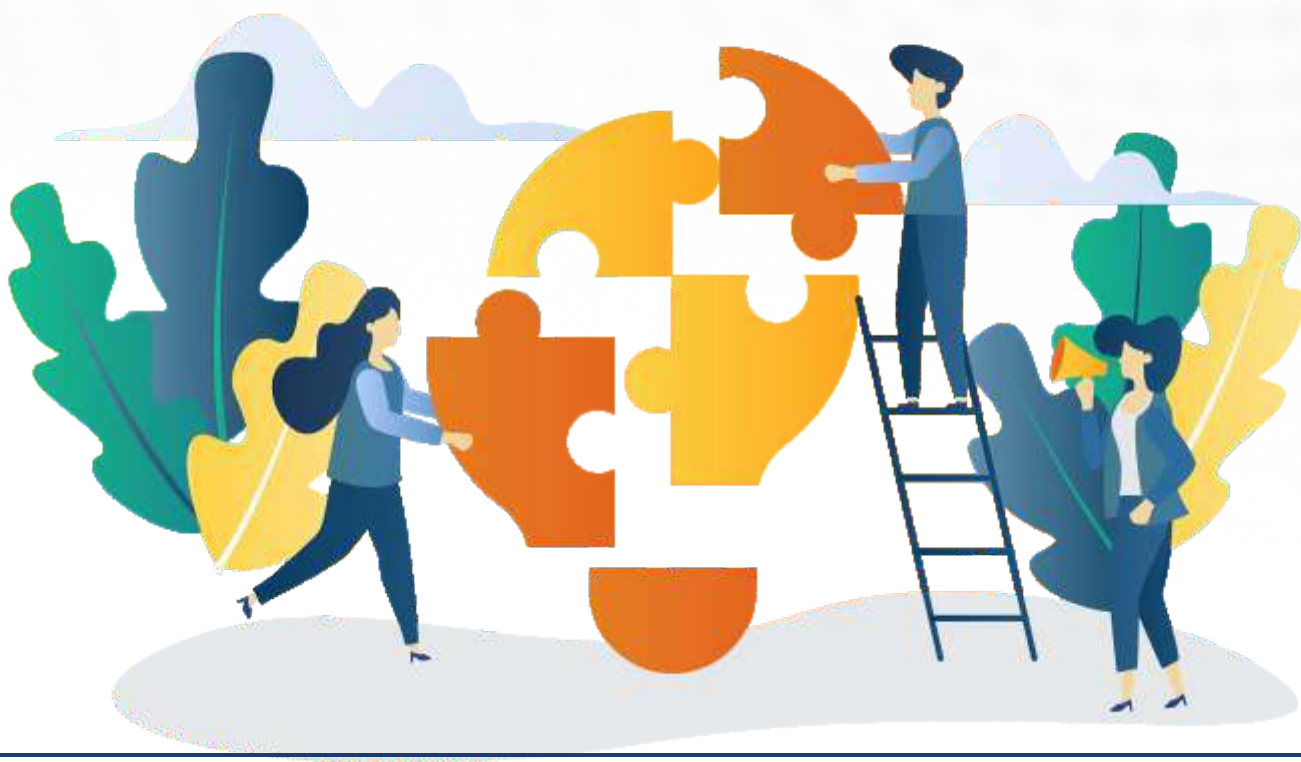
No.	Job profile	Name of the Matching course	QP Code	Duration of Training	Time Frame	Courses at ASDC	Training at other airports/other institution
1	Retail sales in Non-Aero/ Duty Free & Customer Service Execs.	Retail sales Associate	RAS/Q0104	2 Months	280 Hrs	Full course at ASDC	ASDC-Goa
2	Food & Beverages Services	F& B Steward	THC/Q0301	3 Months	300 Hrs	Full course at ASDC	ASDC-Goa
3	House Keeping Services	Housekeeping Executive	THC/Q0208	3 Months	350 Hrs	Full course at ASDC	ASDC-Goa
4	Cargo Assistants	Airline Cargo Assistant	AAS/Q0103	2 Months	192 Hrs	Partly at ASDC	Hyderabad/ Mopa Airport
5	Landside Security	Landside Security	SSS/Q0101	1 Months	160 Hrs.	Screening at ASDC	RAXA Academy Anantpur, Karnataka
6a	Engineering & Maintenance	HVAC Technician	ELE/Q3112	3 Months	350 Hrs	Full course at ASDC	ASDC-Goa
6b	Engineering & Maintenance	Plumbing	PSC/Q0104	3 Months	410 Hrs.	Screening at ASDC	Hyderabad
6c	Engineering & Maintenance	Electrician	CON/Q0602	3 Months	400 Hrs	Full course at ASDC	ASDC-Goa
7	Gardening & Landscaping	Gardener cum Nursery Raiser	AGR/Q0809	3 Months	470 Hrs	Full course at ASDC	ASDC-Goa
8	Drivers	Commercial Vehicle Driver	ASC/Q 9703	3 Months	400 Hrs	Full course at ASDC	ASDC-Goa
9	Trolley Pullers	Trolley Puller	Suggested curriculum sub.	2 weeks	80 Hrs	Partly at ASDC	Hyderabad/ Mopa Airport
10	Ground Handling Staff (Behind the Counter)	Airline Baggage Handler (Ground handling staff)	AAS/Q0104	2 Months	240 Hrs.	Partly at ASDC	Hyderabad/ Mopa Airport
11	Airside Operations	Airside Operator	AAS/Q0703	2 Months	240 Hrs.	Partly at ASDC	Hyderabad/ Mopa Airport
12	Façade Cleaners	Façade Cleaners	THC/Q5807	2 Months	240 Hrs.	Partly at ASDC	Hyderabad/ Mopa Airport

13	Airside Drivers (Special Vehicle Drivers)	Airside Drivers (Special Vehicle Drivers)	AAS/Q0104 N0SS702	2 Weeks	96 Hrs.	Partly at ASDC	Hyderabad/ Mopa Airport
14	Parking Services/Traffic Wardens	Traffic Warden	SSS/Q0101 NOS. 106	2 Weeks	96 Hrs.	Partly at ASDC	Hyderabad/ Mopa Airport
15a	Equip. Operators– Buggy, forklift Operators	Airline High Lift Truck Operator	AAS/Q0102	2 Months	193 Hrs	Partly at ASDC	Hyderabad/ Mopa Airport
15b	Equip. Operators– Buggy, forklift Operators	Forklift Operator	AAS/Q0704	2 Months	240 Hrs.	Partly at ASDC	Hyderabad/ Mopa Airport
16	IT Services Support Staff	IT service support staff	SSC/Q0101	3 Months	400 hrs	Full course at ASDC	ASDC–Goa

For Courses where Training / OJT is required out of Goa, Students will have to bear cost of Travel, Lodging and Boarding

Screening of candidates for the courses listed below will be held at ASDC – Goa and full course shall be conducted at recognised Institute

No.	List of opportunities at Airport	Domain Exp.	Min. Qualification	Name of the course	Syllabus	Duration of Training	Fees
1	Airport Rescue & Fire Fighting Operations (ARFF)	Trained as per DGCA Norms	XII With physical fitness and valid driving license	Basic Fire Fighters course	As per Norms	6 Months	Approx. ₹.2 lakhs plus taxes (to be conducted in Delhi or Hyd.) includes Lodging and Boarding. Travel to borne by candidate
2	Baggage Screeners	Trained as per BCAS Norms	Graduate in Science	Baggage Screeners	As per BCAS Norms	3 month	₹.1 Lakhs plus Taxes, Boarding & Lodging. (to be conducted in Delhi or Hyd.)



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INFORMATION ON COURSES & TRAINING DELIVERY PLAN

6.1 Airline Cargo Assistant

Program Name	Airline Cargo Assistant		
Qualification Pack Name & Reference ID	AAS/Q0103 Annexure 1		
Version No.	1.0	Version Update Date	20/02/2017
Pre-requisites to Training	Class XII		
Duration	2 Months		
Time Frame	192 Hours		
Accreditation	Aviation and Aerospace		
Training Outcomes	<p>After completing this program, participants will be able to: Ensure smooth handling of cargo throughout Cargo / Ramp Operations by performing multi-skilled role while utilising the resources provided effectively. Tasks required to perform Air cargo handling include, but are not limited to, documentation, customer service, acceptance, delivery, breakdown, build up, equipment operation and transport.</p> <p>Identify and use basic tools, equipment & materials: Understanding of carrying out tool box, machinery equipment for its operation. The individual should have basic communication skills and good inter-personal skills. Ability to stand and walk for long periods of time with consistent kneeling, squatting and reaching above the head.</p>		



6.2 Airside Operations

Program Name	Airside Operator		
Qualification Pack Name & Reference ID	AAS/Q0703 Annexure 2		
Version No.	1.0	Version Update Date	15/03/2017
Pre-requisites to Training	Class XII		
Duration	2 Months		
Time Frame	240 Hours		
Accreditation	Aviation and Aerospace		
Training Outcomes	<p>After completing this program, participants will be able to:</p> <ul style="list-style-type: none"> • Prepare the vehicle for airside use • Maneuver the vehicle airside • Maintain procedures and practices which contribute to the safety of airside traffic and apron operations. • Identify and use basic tools, equipment & materials; Understand of tool box, machinery equipment for its operation. • Use basic communication skills and good inter-personal skills. • Stand and walk for long periods of time consistent kneeling, squatting and reaching above the head with caution to avoid accidents. 		



6.3 a. Forklift Operations

Program Name	Forklift Operator		
Qualification Pack Name & Reference ID	AAS/Q0704 Annexure 3		
Version No.	1.0	Version Update Date	15/03/2017
Pre-requisites to Training	Class X		
Duration	2 Months		
Time Frame	240 Hours		
Accreditation	Aviation and Aerospace		
Training Outcomes	<p>After completing this program, participants will be able to:</p> <ul style="list-style-type: none"> • Prepare the vehicle for use • Maneuver the vehicle in the designated area • Maintain procedures and practices which contribute to the safety of operations • Prepare and conduct the loading and unloading of the load within the warehouse. • Identify and use basic tools, equipment & materials; Understand of tool box, machinery equipment for its operation. • Use basic communication skills and good inter-personal skills. • Stand and walk for long periods of time consistent kneeling, squatting and reaching above the head with caution to avoid accidents. 		



6.3 b. Airline High Lift Truck operator

Program Name	Airline High Lift Truck operator		
Qualification Pack Name & Reference ID	AAS/Q0102 Annexure 4		
Version No.	1.0	Version Update Date	20/02/2017
Pre-requisites to Training	Class X		
Duration	2 Months		
Time Frame	193 Hours		
Accreditation	Aviation and Aerospace		
Training Outcomes	<p>After completing this program, participants will be able to: Preparing vehicle for airside use, manoeuvre the vehicle airside, maintain procedures and practices which contribute to the safety of airside traffic and apron operations. Servicing of aircraft for arrival/departure in the given time frame along with the required responsibilities.</p> <p>Identify and use basic tools, equipment & materials: Understanding of carrying out tool box, machinery equipment for its operation. The individual should have basic communication skills and good inter-personal skills. Ability to stand and walk for long periods of time with consistent kneeling, squatting and reaching above the head.</p>		



6.4 Airside Driver

Program Name	Airside Driver		
Qualification Pack Name & Reference ID	AAS/Q0104 Nos S702 Annexure 5		
Version No.	1.0	Version Update Date	20/02/2017
Pre-requisites to Training	Class X		
Duration	2 Months		
Time Frame	240 Hours		
Accreditation	Aviation and Aerospace		
Training Outcomes	<p>After completing this program, participants will be able to;</p> <ul style="list-style-type: none"> • Prepare baggage, cargo and mail to be transported to an aircraft. • Receive loads from an aircraft. • Interpret baggage tags and labelling information and use appropriate equipment. • Identify and use basic tools, equipment & materials; Understanding of carrying out tool box, machinery equipment for its operation. • Achieve basic communication skills and good inter-personal skills. • Acquire abilities to stand and walk for long periods of time consistent kneeling, squatting and reaching above the head with caution to avoid accidents. 		



6.5 Retail Sales Associate

Program Name	Retail Sales Associate		
Qualification Pack Name & Reference ID	RAS/Q0104 Annexure 6		
Version No.	1.0	Version Update Date	27/07/2017
Pre-requisites to Training	Graduate		
Duration	2 Months		
Time Frame	280 Hours		
Accreditation	Retail Association Skills		
Training Outcomes	<p>After completing this program, participants will be able to:</p> <ul style="list-style-type: none"> • Process credit applications for purchases • Help keep the store secure • Help maintain healthy and safety • Demonstrate products to customers • Help customers choose right products • Provide specialist support to customers facilitating purchases • Maximize sales of goods & services • Provide personalized sales & post-sales service support • Create a positive image of self & organization in the customer's mind • Resolve customer concerns • Organize the delivery of reliable service Monitor and solve service concerns 		



6.6 Commercial Vehicle Driver

Program Name	Commercial Vehicle Driver		
Qualification Pack Name & Reference ID	ASC/Q 9703 Annexure 7		
Version No.	1.0	Version Update Date	15/07/2013
Pre-requisites to Training	Class X		
Duration	3 Months		
Time Frame	400 Hours		
Accreditation	Automotive Skill		
Training Outcomes	<p>After completing this program, participants will be able to:</p> <ul style="list-style-type: none"> • Compliance to duty reporting • Intimating the Depot / Branch Office on completion of given schedule • Escalation of problems to supervisor • Assess the road worthiness of commercial vehicle as per the organizational requirements, CMVR guidelines, additional HSE requirements and technical requirements. • Driving practices to ensure safety of life and material • Dealing with break-downs and emergencies in varied terrains and far flung geographies • Dealing with people • Follow standard safety standards • Communicate to reporting supervisor about safety issues • Handling of emergency situations such as accident, fire, passenger, client related issues 		



6.7 Gardener Cum Nursery Raiser

Program Name	Gardener cum Nursery Raiser		
Qualification Pack Name & Reference ID	AGR/Q0809 Annexure 8		
Version No.	1.0	Version Update Date	06/04/2017
Pre-requisites to Training	Class X		
Duration	3 Months		
Time Frame	470 Hours		
Accreditation	Agriculture Skill		
Training Outcomes	<p>After completing this program, participants will be able to:</p> <p>The individual is responsible for various activities in plant propagation, nursery management and gardening viz. for care and maintenance of nursery and garden, undertaking different plant propagation methods, designing of garden components, maintenance of lawn, planting new saplings etc.</p>		



6.8 Housekeeping Executive

Program Name	Housekeeping Executive		
Qualification Pack Name & Reference ID	THC/Q0208 Annexure 9		
Version No.	1.0	Version Update Date	15/01/2018
Pre-requisites to Training	Class X		
Duration	3 Months		
Time Frame	350 Hours		
Accreditation	Tourism and Hospitality		
Training Outcomes	<p>After completing this program, participants will be able to:</p> <ul style="list-style-type: none"> • Explain the nature and evolution of hospitality industry and its various sub-sectors • Elaborate the hierarchy of hotel and housekeeping department • Explain the duties & responsibilities of housekeeping executive along with the attributes required • Perform various duties of housekeeping executive in department • Distinguish between the duties and responsibilities of housekeeping hierarchy structure • Perform housekeeping operations • Manage housekeeping services and maintain material inventory • Supervise housekeeping work • Manage guest complaints • Manage to communicate with customer and colleagues • Maintain customer-centric service orientation • Maintain standard of etiquette and hospitable conduct • Follow gender and age sensitive service practices • Maintain health and hygiene at workplace • Maintain safety at workplace 		



6.9 Landside Security

Program Name	Landside Security		
Qualification Pack Name & Reference ID	SSS/Q0101 Annexure 10		
Version No.	1.0	Version Update Date	01/06/2013
Pre-requisites to Training	Class X		
Duration	1 Months		
Time Frame	160 Hours		
Accreditation	Security Skills		
Training Outcomes	<p>After completing this programme, participants will be able to:</p> <ul style="list-style-type: none"> • Be able to perform security tasks in accordance with basic security practices. • Understand the legal requirements and work within the law when undertaking private security tasks. • Provide private guarding service to people, property, premises and businesses. • Control access to guarded premises. • Carry out screening and search operations • Manage traffic and control parking. • Perform security escort duties. • Maintain personal hygiene and observe occupational health and safety practices at work place. • Carry out private security tasks in commercial and industrial deployments. • Identify and operate security, safety, firefighting and communication equipment effectively and respond to emergencies. • Provide basic first aid. • Project positive image of self and the organization. 		



6.10 Façade Cleaner

Program Name	Façade Cleaner		
Qualification Pack Name & Reference ID	THC/Q5807 Annexure 11		
Version No.	1.0	Version Update Date	01/06/2013
Pre-requisites to Training	Class X		
Duration	2 Months		
Time Frame	240 Hours		
Accreditation	Tourism and Hospitality		
Training Outcomes	<p>After completing this program, participants will be able to;</p> <ul style="list-style-type: none"> • Undertake cleaning and concluding work. • Communicate with customer and colleagues. • Maintain customer – centric service orientation. • Maintain standard etiquettes and hospitable conduct. • Maintain Health and hygiene. • Maintain safety at work place. 		



6.11 Traffic Warden

Program Name	Traffic Warden		
Qualification Pack Name & Reference ID	SSS/Q0101 Nos. 0106 Annexure 10		
Version No.	1.0	Version Update Date	01/06/2013
Pre-requisites to Training	Class X		
Duration	2 Weeks		
Time Frame	96 Hours		
Accreditation	Security Skills		
Training Outcomes	<p>After completing this program, participants will be able to:</p> <ul style="list-style-type: none"> • Direct and control parking in designated areas. • Deal with irregularities in parking areas. • Monitor hazards and conditions of parking areas. 		



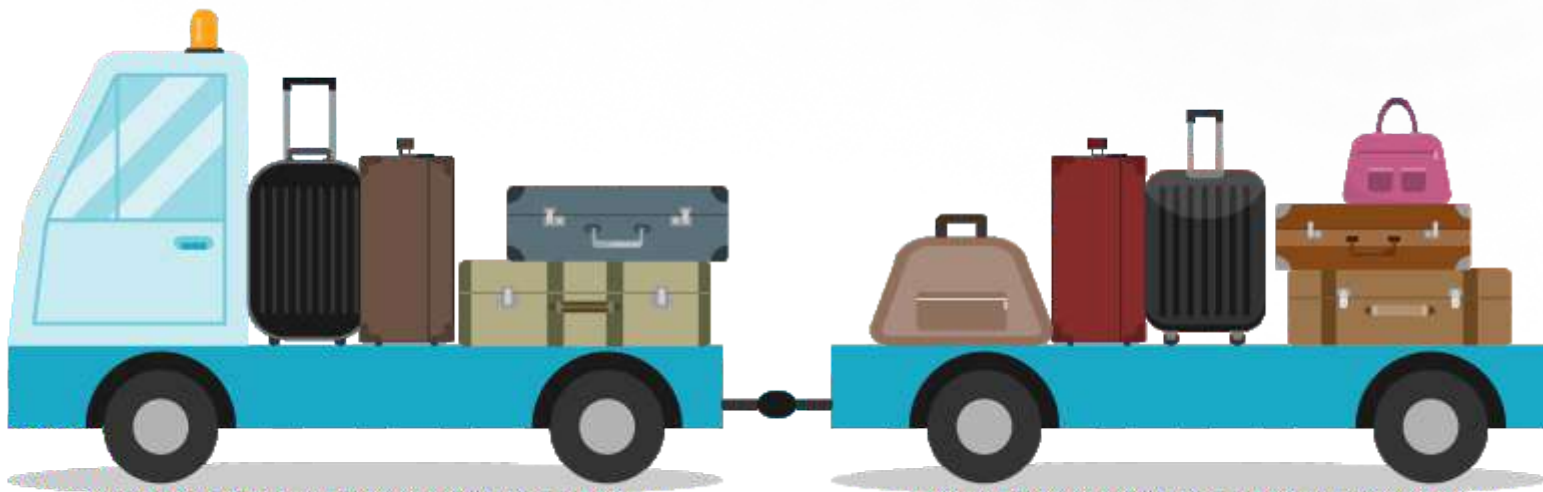
6.12 Trolley Puller

Program Name	Trolley Puller
Pre-requisites to Training	Class X Annexure 12
Duration	2 Weeks
Time Frame	80 Hours
Training Outcomes	<p>After completing this program, participants will be able to:</p> <ul style="list-style-type: none">• Collect trolleys, using basic planning methods to gather trolleys in one area, stack them together and move to the next area.• Move trolleys using small tractors, trailers or manually transporting them to trolley bay.• Observe car park and other areas in the airport and locate trolleys left by passengers.• Practice caution, watching for pedestrians and vehicles while removing trolleys from car parking areas to avoid injury.• Return trolleys to designated locations in airport for customers to easily acquire.• Transport trolleys once maximum stacking has been reached or there are no other trolleys in sight.• Achieve Basic Communication Skills and good inter-personal skills.• Performs minor repairs on damaged trolleys or removes trolley for more difficult repairs.



6.13 Airline Baggage Handler

Program Name	Airline Baggage Handler		
Qualification Pack Name & Reference ID	AAS/Q0104 Annex. 13		
Version No.	1.0	Version Update Date	20/02/2017
Pre-requisites to Training	Class X		
Duration	2 Months		
Time Frame	240 Hours		
Accreditation	Aviation and Aerospace		
Training Outcomes	<p>After completing this programme, participants will be able to:</p> <ul style="list-style-type: none"> • Prepare baggage, cargo and mail to be transported to an aircraft. • Receive loads from an aircraft. • Interpret baggage tags and labelling information and use appropriate equipment. • Identify and use basic tools, equipment & materials; Understanding of carrying out tool box, machinery equipment for its operation. • Achieve basic communication skills and good inter-personal skills. • Acquire abilities to stand and walk for long periods of time consistent kneeling, squatting and reaching above the head with caution to avoid accidents. 		



6.14 IT Support Staff

Program Name	IT Service Support Staff		
Qualification Pack Name & Reference ID	SSC/Q0101 Annexure 14		
Version No.	1.0	Version Update Date	31/03/2018
Pre-requisites to Training	Graduate		
Duration	3 Months		
Time Frame	400 Hours		
Accreditation	IT Sector Skill		
Training Outcomes	<p>After completing this program, participants will be able to:</p> <ul style="list-style-type: none"> • Deal remotely with basic IT service requests/incidents. • Deal directly with IT service requests/incidents. • Manage your work to meet requirements. • Work effectively with colleagues. • Maintain a healthy, safe and secure working environment. • Provide data/information in standard formats. • Develop your knowledge, skills and competence. 		



6.15 Food and Beverage Steward

Program Name	Food and Beverage Service Steward		
Qualification Pack Name & Reference ID	THC/Q0301 Annexure 15		
Version No.	1.0	Version Update Date	26/03/2015
Pre-requisites to Training	Graduate		
Duration	3 Months		
Time Frame	300 Hours		
Accreditation	Tourism and Hospitality		
Training Outcomes	<p>After completing this program, participants will be able to:</p> <ul style="list-style-type: none"> • Plan for serving food and beverages: • Greet customers, take order and serve • Apply relevant Customer service skills • Clean tables and counters • Exhibit Proper etiquette and conduct • Deal with customer payment and resolve customer service issues • Follow Health, hygiene and safety practices in the industry • Effectively communicate with Guests and Colleagues 		



6.16 a. HVAC Technician

Program Name	HVAC Technician		
Qualification Pack Name & Reference ID	ELE/Q 3112 Annexure 16		
Version No.	1.0	Version Update Date	26/10/2018
Pre-requisites to Training	12th standard passed (Minimum 1 to 2-year AC plant working experience) or ITI/Diploma (Electrical/Mechanical/RAC)		
Duration	3 Months		
Time Frame	350 Hours		
Accreditation	Electronic Skills		
Training Outcomes	<p>After completing this program, the participants will be able to:</p> <ul style="list-style-type: none"> • Identify and work with different types of HVAC system • Identify the client requirements • Prepare a list of solutions and suggest them to the client • Use standards and guidelines to service and repair HVAC systems installed at client site • Prepare daily work records and report the work done • Comply with the standards and communications norms specified by the organization 		



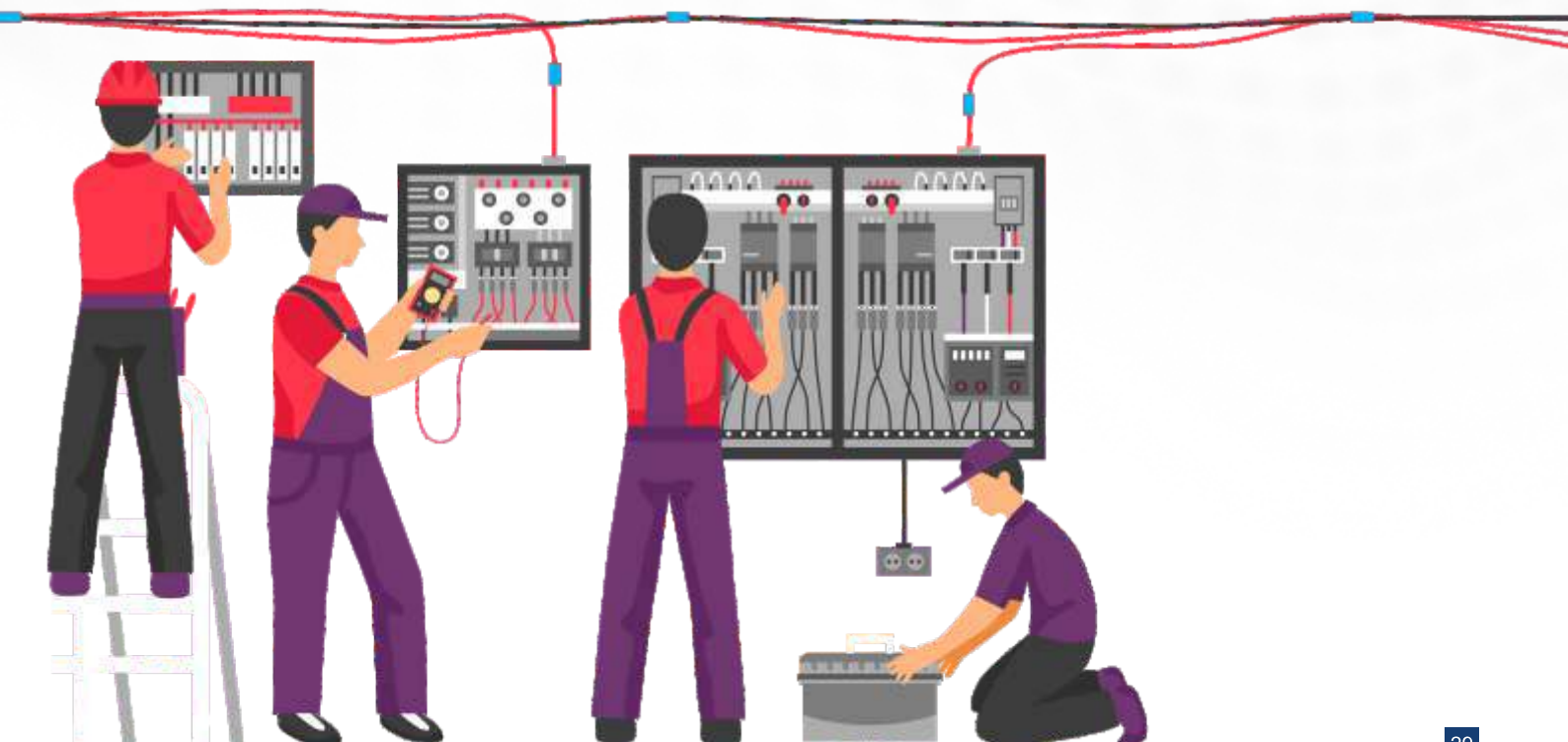
6.16 b. Plumbing

Program Name	Plumbing		
Qualification Pack Name & Reference ID	PSC/Q0104 Annexure 17		
Version No.	1.0	Version Update Date	30/07/2013
Pre-requisites to Training	Class X		
Duration	3 Months		
Time Frame	410 Hours		
Accreditation	Plumbing Skills		
Training Outcomes	<p>After completing this program, participants will be able to:</p> <ul style="list-style-type: none"> • Understand pre-installation related activities involving understanding of the task, material preparation, taking measurements and marking the positions • Install pipes and sanitary fixtures • Basic quality check of the installed fittings and fixtures • Understanding the installed system, basic inspection and identification of the fault in the system • Repair like replacement etc. with minimal damage to other systems • Coordinate with seniors and other team members • Maintain healthy and safe at secure working environment 		



6.16 c. Electrician

Program Name	Assistant Electrician		
Qualification Pack Name & Reference ID	CON/Q0602 Annexure 18		
Version No.	1.0	Version Update Date	23/03/2015
Pre-requisites to Training	Class X		
Duration	3 Months		
Time Frame	400 Hours		
Accreditation	Construction Skill		
Training Outcomes	<p>After completing this program, participants will be able to:</p> <ul style="list-style-type: none"> • Recognising, differentiating and using electrical tools and devices appropriately in basic electrical operations • Selection and use of light units, accessories, fixtures and tools for installing and maintaining lighting arrangements used for construction work • Identification, selection and handling of electrical fixtures, tools and materials and use them in house wiring activity. Basic electrical tests which are performed to inspect wiring. • Selection and use of electrical fixtures, components and tools to assemble and maintain temporary electrical panels required for construction works. • Organised working procedure within a team at site. • Prioritizing activities and organising resources to meet desired outcome • Importance of Health & Safety aspects & measures to be followed while working 		



07

ASSESSMENT BY SECTOR SKILL COUNCIL AND CERTIFICATION

- Each sector has only one sector skill council formulated by industry players.
- Sector skill councils are empaneled with NSDC. SSCs conduct assessments, provide certification, capacity building of Trainers, etc.
- Sector skill councils have registered assessment agencies who will be assigned the task of conducting assessments at the training center. Assessing agencies conduct theory, practical and viva test and provide the final marks to Sector skill councils.
- Further sector skill council's will generate certificates for the candidates successfully completed assessments.

Sample assessment

PRE

SSC NASSCOM receives the assessment fee of an approved batch

SSC NASSCOM awards an User ID & Password to the batch for upload on SDMS

Post training (15 days advance notice) batch allocated to the assessment agency by SSC NASSCOM through SDMS/In-SDMS/Email via scheduler

Assessment agency to connect with TP and confirm the final date of assessments

Assessment agency to share requisite lab infrastructure checklist with TP and discuss the availability of LAN/WAN etc via email/call

Assessment agency to conduct infrastructure audit (in person) at the location of assessment one day prior to assessments

DURING

Assessment agency's licensed proctor/invigilator to ensure infrastructure availability at assessment venue on the day of assessments

Server prepared by installing test software well in advanced so that assessment can be started on time

Candidates briefed on the assessment platform (15 minutes prior to assessment start time) followed by sharing of assessment login credentials

Candidate sign the attendance sheet post validation of valid photo id proof for each candidate maintained by the assessment agency

Entire assessment to be video recorded by the SSC NASSCOM's assessment

Candidate are not allowed to use any unfair means or interact with each other during the assessment. In case any candidate is found using unfair means, the test will be cancelled for the candidate and declared DNA. If the malpractice is rampant the assessment for the entire batch will be cancelled

Presence of training Partner is restricted/not permitted during the assessment.

POST

Offline event: on successful completion of assessment, result is processed and shared with SSC NASSCOM within 5 working days of assessment

Online event: in case candidate data is directly synced on servers then result is shared within 2 working days of assessment

08

SAMPLE CERTIFICATE



NSDC
National Skill Development Corporation
Transforming the skill landscape



Skill India
विद्यया ऽ मृतमश्नुते - विद्यया ऽ मृतमश्नुते



MINISTRY OF SKILL DEVELOPMENT
AND ENTREPRENEURSHIP
GOVERNMENT OF INDIA



PMKVY
प्रधानमंत्री कौशल विकास योजना

Certificate

This is to certify that
Mr. Chitti Durga Prasad (Aadhaar Number -XXXXXXXX3312)
Has successfully cleared the assessment for the Job role of
Assistant Electrician (QP No: CON/Q0602)
conforming to National Skills Qualification Framework Level - 3
with Grade B
July 14, 2019
System Identification Number TS001083-0000445
Training Facilitated by GMR Varalakshmi Foundation
Assessed by JBanerjee Systems Private Limited



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<https://verifycertificate.nsdcindia.org>



Ajit Gulabchand
Chairman
Construction Skills Development Council of India

"Death & Permanent Disability Cover under Personal Accident Insurance provided by The New India Assurance Company under PMKVY against Master Policy No. 32010342180100000002 & Certificate No. 3201034219960072710 is valid upto 3 years from 13/07-2019"



09

BUILDING AND INFRASTRUCTURE PLAN

9.1 Location of Proposed ASDC



9.2 Training center building spaces

S.NO	Name	Number
1	Classrooms cum lab spaces	4
2	Reception Area	1
3	Counseling Room	1
4	Office Room	1
5	Meeting Room	1
6	Staff Room	1
7	Principal Office	1
7	Library	1
8	Dining Hall	1
9	Work Shed (Workshop for technical courses)	1
10	Washrooms	5

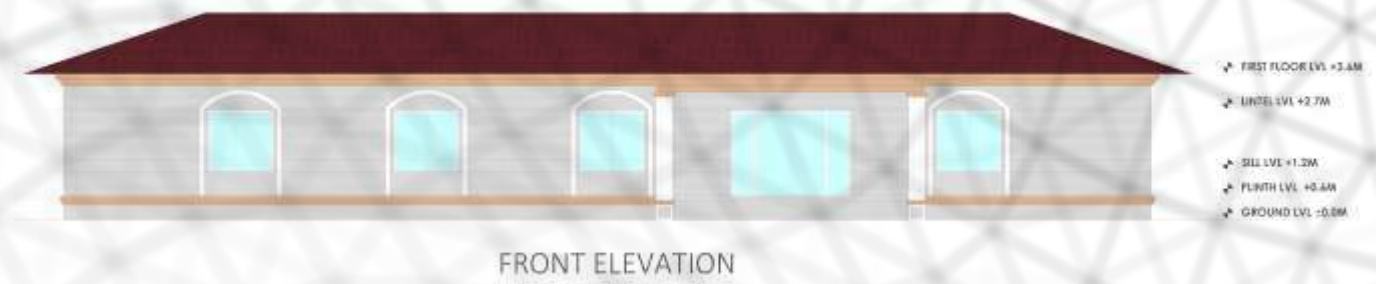
The center is planned as a state-of-the-art well-equipped modern center with all necessary facilities provided to the trainees. Apart from the basic training structure, all other associated infra of computer lab, library, dining, etc. will also be provided within the campus.

Other Features:

- Landscaping and greenery in and around campus.
- Parking facility for staff, faculty and visitors.
- Wi-Fi facility will be provided Further, depending on the courses finalized, the course specific equipment will be installed at the center.



9.3 ASDC Front Elevation



9.4 ASDC Layout



10

ANNEXURES

Qualification Packs and Model Curriculum of the Courses listed below

Annexure	Name of Courses
1	Airline Cargo Assistant
2	Airside Operator
3	Forklift Operator
4	Airline High Lift Truck Operator
5	Airside Driver
6	Retail Sales Associate
7	Commercial Vehicle Driver
8	Gardener cum Nursery Raiser
9	Housekeeping Executive
10	Landside Security & Traffic Warden
11	Façade Cleaner
12	Trolley Puller
13	Airline Baggage Handler (Ground handling staff)
14	IT Service support staff
15	Food and Beverages Steward
16	HVAC Technician
17	Plumbing
18	Electrician





Design by Corporate Communication