

Qualification Pack



Auto Rickshaw Driver

QP Code: ASC/Q9713

Version: 1.0

NSQF Level: 4

Automotive Skills Development Council || 153, Gr Floor, Okhla Industrial Area, Phase - III, Leela Building
New Delhi - 110020

Qualification Pack

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ASC/Q9713: Auto Rickshaw Driver

Brief Job Description

An Auto Rickshaw Driver is also called simply as Auto driver. Individuals at this job need to help passengers in commuting from one destination to another in a 3 wheeler (of all types viz. electrical, various capacity of engines and seating capacity included) within the city.

Personal Attributes

This job requires the individual to drive for long and awkward hours and unpredictable schedules. Individual must be polite and dependable with the ability to remain calm and composed under stressful conditions of traffic and demanding customers.

Applicable National Occupational Standards (NOS)

Compulsory NOS:

1. [ASC/N0012: Practice HSE and security related guidelines](#)
2. [ASC/N9703: Assess and ensure road worthiness of the vehicle](#)
3. [ASC/N9716: Drop the customer safely using the quickest route for Aoturickshaw](#)

Qualification Pack (QP) Parameters

Sector	Automotive
Sub-Sector	Road Transportation
Occupation	Driving
Country	India
NSQF Level	4
Aligned to NCO/ISCO/ISIC Code	NCO-2015/8321.0101
Minimum Educational Qualification & Experience	8th Class with 6-12 Months of experience Driving a LMV OR Certificate (ASDC Driver Level 3 Certificate) with 0-6 Months of experience
Minimum Level of Education for Training in School	

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Pre-Requisite License or Training	ASDC Driver Level 3 module and preferably also ASDC Automotive Service Technician 2 &3 wheeler Level 3 Compulsory: laws and regulations related to road use and safety Voluntary: stress management
Minimum Job Entry Age	18 Years
Last Reviewed On	15/10/2014
Next Review Date	30/06/2020
Deactivation Date	30/06/2020
NSQC Approval Date	28/09/2015
Version	1.0

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ASC/N0012: Practice HSE and security related guidelines

Description

This OS unit is about being aware of, communicating and taking steps towards minimizing potential hazards and dangers of accidents on the job and maintaining a clean work environment

Elements and Performance Criteria

Communicating potential accident points

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

- PC1.** spot and report potential safety issues while driving
- PC2.** follow rules and regulations laid down by transport authorities
- PC3..** follow company policy and rules to avoid safety, health and environmental problems

Cleanliness and hygiene

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

- PC4..** ensure cleanliness of ambulance
- PC5.** escalate issues related to cleanliness and hygiene issues to concern department
- PC6..** escalate issues related to hazardous material to concerned authority internal and external

Limit damage to people/client and public

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

- PC7..** take immediate and effective action to limit the danger or damage, without increasing the danger or threat to yourself or others
- PC8.** follow instructions or guidelines for limiting danger or damage in respect of equipment on board such as oxygen cylinders.
- PC9.** escalate the issue immediately if you cannot deal effectively with the danger
- PC10..** give clear information or instructions to others to allow them to take appropriate action
- PC11.** record and report details of the danger in line with operator guidelines
- PC12.** report any difficulties you have keeping to your organizations health and safety instructions or guidelines, giving full and accurate details
- PC13..** check the exhaust as per the recommended guideline and ensure the ambulance is meeting the emission norms. in case not get the ambulance retuned/ adjusted.
- PC14.** get the waste from routine cleaning, changed spare parts etc. disposed off as per environmental norms

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** organization's instructions or guidelines relating to dealing with and reporting safety and emergency issues
- KU2.** what action you can take, and are authorized to take, to limit danger
- KU3.** methods of effective and appropriate communication to let others know about the safety, cleanliness and emergency situations

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- KU4.** where and how to get help in dealing with safety and emergency situations
- KU5.** how to use appropriate equipment and alarm systems to limit danger
- KU6.** alternate routes in case of natural calamity, road construction work etc.

Generic Skills (GS)

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

- GS1.** to effectively communicate the safety, cleanliness and emergency issues
- GS2.** keep all the safety equipments in an organized manner so that there is no difficulty to find them
- GS3.** report potential sources of danger
- GS4.** follow prescribed procedure to address safety and emergency issues
- GS5.** learn from past mistakes regarding use of safety and emergency issues
- GS6.** spot safety and cleanliness issues
- GS7.** assess impact of hazardous material, activity, incident

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Communicating potential accident points</i>	7	15	-	-
PC1. spot and report potential safety issues while driving	3	5	-	-
PC2. follow rules and regulations laid down by transport authorities	2	5	-	-
PC3.. follow company policy and rules to avoid safety, health and environmental problems	2	5	-	-
<i>Cleanliness and hygiene</i>	7	15	-	-
PC4.. ensure cleanliness of ambulance	3	5	-	-
PC5. escalate issues related to cleanliness and hygiene issues to concern department	2	5	-	-
PC6.. escalate issues related to hazardous material to concerned authority internal and external	2	5	-	-
<i>Limit damage to people/client and public</i>	16	40	-	-
PC7.. take immediate and effective action to limit the danger or damage, without increasing the danger or threat to yourself or others	2	5	-	-
PC8. follow instructions or guidelines for limiting danger or damage in respect of equipment on board such as oxygen cylinders.	2	5	-	-
PC9. escalate the issue immediately if you cannot deal effectively with the danger	2	5	-	-
PC10.. give clear information or instructions to others to allow them to take appropriate action	2	5	-	-
PC11. record and report details of the danger in line with operator guidelines	2	5	-	-
PC12. report any difficulties you have keeping to your organizations health and safety instructions or guidelines, giving full and accurate details	2	5	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC13.. check the exhaust as per the recommended guideline and ensure the ambulance is meeting the emission norms. in case not get the ambulance retuned/ adjusted.	2	5	-	-
PC14. get the waste from routine cleaning, changed spare parts etc. disposed off as per environmental norms	2	5	-	-
NOS Total	30	70	-	-

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National Occupational Standards (NOS) Parameters

NOS Code	ASC/N0012
NOS Name	Practice HSE and security related guidelines
Sector	Automotive
Sub-Sector	Road Transportation
Occupation	Driving
NSQF Level	4
Credits	TBD
Version	1.0
Last Reviewed Date	30/07/2013
Next Review Date	30/07/2013
NSQC Clearance Date	28/09/2015

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ASC/N9703: Assess and ensure road worthiness of the vehicle

Description

This OS unit is about to ensure that the vehicle is road worthy for use. The individual is responsible to check the vehicle thoroughly before starting the trip.

Scope

This unit/ task covers the following: Assess the road worthiness of the vehicle as per the:

- Service Manual requirements
- CMVR guidelines
- Additional HSE requirements
- Technical requirements

Elements and Performance Criteria

Vehicle road worthiness

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

- PC1..** check that the vehicle meets basic legal and compliance related requirements as per : the organization guidelines erg rule books of STUs CMVR guidelines from MoRTH and other guidelines issued by Road Transport Authorities like RTOs any other safety, security and environmental guidelines
- PC2..** check vehicle service record indicative of any history of technical defects or immediate need for servicing like oil/filter change
- PC3..** record any other deviations observed during the trip

Basic technical check before the trip

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

- PC4..** supervise and ensure all basic technical checks have been carried out as per standard organization check list /procedure

Escalation of technical problem

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

- PC5..** report actual or possible defects to the senior driver or owner or service supervisor in enough detail so they can diagnose the problem
- PC6..** In consultation with owner conclude about the road worthiness of vehicle and if found unfit to decide to use another vehicle.

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** companys policies on: road worthiness requirement; basic compliance to technical requirements and standards; safety and hazards
- KU2.** CMVR guidelines and other specific local regulations

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KU3. organization structure

KU4. escalation procedure

Generic Skills (GS)

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

GS1. Read and understand technical standards of vehicle operation in terms of fuel system and other control systems in vehicle.

GS2. document technical issues pertaining to vehicle

GS3. follow supervisors instructions

GS4. communicate with assistant and other personnel

GS5. when not to use the vehicle due to technical and/or compliance related issues

GS6. how to learn from past mistakes and identify potential problems

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Vehicle road worthiness</i>	15	36	-	-
PC1.. check that the vehicle meets basic legal and compliance related requirements as per : the organization guidelines erg rule books of STUs CMVR guidelines from MoRTH and other guidelines issued by Road Transport Authorities like RTOs any other safety, security and environmental guidelines	5	12	-	-
PC2.. check vehicle service record indicative of any history of technical defects or immediate need for servicing like oil/filter change	5	12	-	-
PC3.. record any other deviations observed during the trip	5	12	-	-
<i>Basic technical check before the trip</i>	5	11	-	-
PC4.. supervise and ensure all basic technical checks have been carried out as per standard organization check list /procedure	5	11	-	-
<i>Escalation of technical problem</i>	10	23	-	-
PC5.. report actual or possible defects to the senior driver or owner or service supervisor in enough detail so they can diagnose the problem	5	11	-	-
PC6.. In consultation with owner conclude about the road worthiness of vehicle and if found unfit to decide to use another vehicle.	5	12	-	-
NOS Total	30	70	-	-

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National Occupational Standards (NOS) Parameters

NOS Code	ASC/N9703
NOS Name	Assess and ensure road worthiness of the vehicle
Sector	Automotive
Sub-Sector	Road Transportation
Occupation	Driving
NSQF Level	3
Credits	TBD
Version	1.0
Last Reviewed Date	27/07/2013
Next Review Date	31/12/2015
NSQC Clearance Date	28/09/2015

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ASC/N9716: Drop the customer safely using the quickest route for Aoturickshaw

Description

This OS unit is about the individual driving safely and dropping the passengers by taking the quickest route and collecting the requisite fare

Scope

This unit/ task covers the following:

- driving safely to ensure passengers and public safety
- picking and dropping the passenger safely using the quickest route and collecting fare at the end of the trip
- traffic regulations to be followed
- conduct with passengers and public

Elements and Performance Criteria

Conformance to standard driving practices

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

- PC1..** confirm all checks have been carried out for road worthiness of the vehicle.
- PC2..** confirm all papers and documents including driving license, vehicle documents and documents related to goods etc are available.
- PC3..** ensure extra care while carrying school children, that they are seated properly without limbs exposed outside.
- PC4..** start the vehicle and before moving re confirm all gauges are functioning including mct and in built navigation system if available.
- PC5..** for electrical vehicles verify before throttling for parking brake release and ensure that lever is in forward position.
- PC6..** apply throttle (increase/decrease in speed) gradually for better control, maximising the range and for longevity of electric motor and circuits.
- PC7..** ensure to drive within the safe speed limit of 25 kmph or as legislated. this will ensure safe stopping distance .
- PC8..** after starting but within few meters of moving to check the brakes.
- PC9..** change gear smoothly and in good time; coordinate the change of gears with steering control and acceleration
- PC10..** use the accelerator, steering control and brakes correctly to regulate speed and bring the vehicle to a stop safely
- PC11..** coordinate the operation of all controls to manoeuvre the vehicle safely and responsibly in all weather and road conditions in forward gear. in reverse gear to take help of assistant/ a passerby.
- PC12..** use the wiper controls so that you can see clearly
- PC13..** monitor and respond correctly to gauges, warning lights and other aids when driving

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PC14.. in case of any malfunctioning or breakdown, to immediately attend to the problem by : stopping the vehicle at a safe place carrying out a quick diagnostic check carrying out minor adjustments or temporary repairs if possible asking for help in case of major problems by accurately reporting the exact nature of problem so that adequate help is made available at all times while driving to practice good driving habits of gear change, acceleration and braking to ensure obtaining maximum fuel efficiency

Picking and dropping passenger and fare collection

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

- PC15..** understand the routine trips with timing of pick up and drop location like school, clinic frequency like daily, weekly or any fixed days
- PC16..** after reaching the pickup point, confirm the name with the customer and
- PC17..** greet the customer appropriately
- PC18..** load the passengers luggage (if any) in the vehicle
- PC19..** offer help for boarding to elderly or differently abled customers
- PC20..** point out to customer any newspapers, magazines, entertainment media available on vehicle.
- PC21..** in case of adverse weather conditions like rains, ensure side entry areas are covered with water-proof/resistant sheets to avoid inconvenience to passengers.
- PC22..** check with the passenger about his destination and start the fare meter and show the starting reading to the customer
- PC23..** select the destination route of the passenger considering the traffic condition and distance
- PC24..** start and check passenger and ensure they are seated properly and move
- PC25..** drive through the selected route without violating any traffic norms
- PC26..** if unsure about the route stop and ask for directions from locals
- PC27..** avoid unnecessary honking and avoid using high beam lights in city
- PC28..** en-route, pay toll charges if any, and collect from customer along with fare
- PC29..** do not use mobile phone while driving
- PC30..** do not indulge in unnecessary talk with customer and specially avoid topics involving politics or communal issues.
- PC31..** to an out station customer do point out any landmark on the route
- PC32..** stop the vehicle and the fare meter and help customers in de-boarding safely taking special care in case of elderly and differently abled.
- PC33..** collect the fare based on the reading that is displayed on the meter or based on fare prior settled with customer. fare may be collected in cash. be sure to return balance
- PC34..** change to customer strictly as per fare calculations.
- PC35..** do not demand any tips but accept thankfully if the customer offers
- PC36..** unload the luggage from the vehicle if any and hand it over to the passenger. verify no valuables or belongings of the customer have been left in the vehicle.
- PC37..** wish the customer appropriately before parting

Conformance to traffic regulation

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

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PC38.. conformance to state specific traffic regulations such as change lanes safely at appropriate speed and observing traffic conditions ensure lane discipline avoid road-hogging- especially not to drive in the first lane meant for speedier vehicles avoid over-speeding while turning/cornering avoid over-loading, side hanging of passengers, protruding bags to prevent mishaps overtake other road users legally, safely and by using correct signaling at all times observe the speed and distance in relation to vehicles ahead, behind and on the sides and maintain a safe distance from other vehicles. signal your intentions correctly to other road users within a safe, systematic routine Respond appropriately to all permanent and temporary traffic signals, signs and road markings as well as hand signals of traffic policeman. make your intentions clear to other road users. Use indicators signals as per the traffic requirements while turning right/left. use the parking light when stationary, where needed select a safe, legal and convenient place to stop; secure the vehicle safely on gradients using hand brakes and wheel choke check for oncoming cyclists, pedestrians and other traffic before opening your door/ alighting park the vehicle in the space designated for the same taking care so as not to cause obstruction , damage to other vehicles. Apply parking brakes . In case of emergency condition apply /place suitable warning indicators. remain calm and composed during difficult situations like traffic jam, accidents and strictly avoid any feud with fellow commuters and other public

General conduct on the road

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

PC39.. give preference and right of road usage to children, elderly and differentlyabled. comply with any related rules, regulations and practices for handling general public issues as well as show consideration towards stray animals.

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** policies on safe driving practices; system and processes to ensure safe driving
- KU2.** reporting structure
- KU3.** problem escalation procedure
- KU4.** safe driving techniques such as avoid over speeding and follow prescribed limits maintain safe distance from other vehicles avoid pot holes, stones, other strewn objects in case of bridges and underpasses, observe and avoid driving when water level is above danger mark observe movement of pedestrians to avoid collision observe movement of stray animals to avoid collision
- KU5.** alternate routes in case of natural calamity, road construction work etc.
- KU6.** troubleshooting techniques in the event of technical problems like wheel changing by using jack
- KU7.** traffic regulations
- KU8.** requirements /aspects of electrical vehicles when the brakes are applied, throttle will not function. Range depends upon the traffic, load factor, as indicated by the Battery amps meter in the dashboard. Need to plan the trip according to the Battery meter reading on Dashboard: otherwise battery needs to be charged before the trip. Battery needs to be charged on a daily basis on everyday vehicle usage. When vehicle is not in use, battery needs to be charged fully once in 15 days.

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- KU9.** elements of good driving habits for obtaining fuel efficiency : avoid clutch riding avoid frequent changing of gears avoid frequent braking avoid over speeding avoid idling of engine beyond reasonable limit avoid high idling speed setting in engine ensure there is no brake binding obtain right grade of fuel from authorized outlets only ensure correct quantity of fuel received as per billKB7. fare rates applicable within the cityKB8. fare calculation based on the metrics followed i.e. either km or day basis
- KU10.** fare rates applicable within the city
- KU11.** fare calculation based on the metrics followed i.e. either km or day basis

Generic Skills (GS)

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

- GS1.** to communicate effectively in local language and also preferably basic spoken Hindi and basic written English
- GS2.** communicate information in a format that the passenger is able to interpret
- GS3.** behave courteously with passenger.
- GS4.** effectively communicate to control room any damage or repairs required with respect to smooth functioning of vehicle
- GS5.** seamlessly coordinate with control room to ensure timely pickup and drop of passenger
- GS6.** assist other drivers who require help and take help where needed
- GS7.** coordinate with traffic inspectors, toll operators etc.
- GS8.** keep oneself updated with the new vehicle technologies and functionalities
- GS9.** gain knowledge/ experience from driving on of different routes and profile of passengers
- GS10.** plan and drive based on traffic and road condition using radio links/navigation aids where available
- GS11.** plan safe handling of life and materials as per the exact load being transportede.g. special people groups like children, elderly, differently abled or perishable, hazardous goods
- GS12.** fitness of vehicle for safe driving
- GS13.** breakdown condition
- GS14.** accident and emergency situations and medical emergencies
- GS15.** assess the problem, evaluate the possible solution(s) and use an optimum /best possible solution(s)
- GS16.** identify immediate or temporary solutions to resolve delays and crisis situations
- GS17.** manage children, aged and differently abled individuals
- GS18.** effective tackling of passengers and public who may be stressed, frustrated, confused, angry or drunken
- GS19.** build passenger friendly work environment and use customer centric approach to resolve crisis
- GS20.** resolve conflict while dealing with passenger and public
- GS21.** how to learn from past mistakes to resolve technical and non-technical problems

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Conformance to standard driving practices</i>	14	28	-	-
PC1.. confirm all checks have been carried out for road worthiness of the vehicle.	1	2	-	-
PC2.. confirm all papers and documents including driving license, vehicle documents and documents related to goods etc are available.	1	2	-	-
PC3.. ensure extra care while carrying school children, that they are seated properly without limbs exposed outside.	1	2	-	-
PC4.. start the vehicle and before moving re confirm all gauges are functioning including mct and in built navigation system if available.	1	2	-	-
PC5.. for electrical vehicles verify before throttling for parking brake release and ensure that lever is in forward position.	1	2	-	-
PC6.. apply throttle (increase/decrease in speed) gradually for better control, maximising the range and for longevity of electric motor and circuits.	1	2	-	-
PC7.. ensure to drive within the safe speed limit of 25 kmph or as legislated. this will ensure safe stopping distance .	1	2	-	-
PC8.. after starting but within few meters of moving to check the brakes.	1	2	-	-
PC9.. change gear smoothly and in good time; coordinate the change of gears with steering control and acceleration	1	2	-	-
PC10.. use the accelerator, steering control and brakes correctly to regulate speed and bring the vehicle to a stop safely	1	2	-	-
PC11.. coordinate the operation of all controls to manoeuvre the vehicle safely and responsibly in all weather and road conditions in forward gear. in reverse gear to take help of assistant/ a passerby.	1	2	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC12.. use the wiper controls so that you can see clearly	1	2	-	-
PC13.. monitor and respond correctly to gauges, warning lights and other aids when driving	1	2	-	-
PC14.. in case of any malfunctioning or breakdown, to immediately attend to the problem by : stopping the vehicle at a safe place carrying out a quick diagnostic check carrying out minor adjustments or temporary repairs if possible asking for help in case of major problems by accurately reporting the exact nature of problem so that adequate help is made available at all times while driving to practice good driving habits of gear change, acceleration and braking to ensure obtaining maximum fuel efficiency	1	2	-	-
<i>Picking and dropping passenger and fare collection</i>	14.5	38	-	-
PC15.. understand the routine trips with timing of pick up and drop location like school, clinic frequency like daily, weekly or any fixed days	1	2	-	-
PC16.. after reaching the pickup point, confirm the name with the customer and	1	2	-	-
PC17.. greet the customer appropriately	1	2	-	-
PC18.. load the passengers luggage (if any) in the vehicle	0.5	1	-	-
PC19.. offer help for boarding to elderly or differently abled customers	1	2	-	-
PC20.. point out to customer any newspapers, magazines, entertainment media available on vehicle.	0.5	1	-	-
PC21.. in case of adverse weather conditions like rains, ensure side entry areas are covered with water-proof/resistant sheets to avoid inconvenience to passengers.	0.5	2	-	-
PC22.. check with the passenger about his destination and start the fare meter and show the starting reading to the customer	0.5	2	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC23.. select the destination route of the passenger considering the traffic condition and distance	1	3	-	-
PC24.. start and check passenger and ensure they are seated properly and move	0.5	2	-	-
PC25.. drive through the selected route without violating any traffic norms	0.5	2	-	-
PC26.. if unsure about the route stop and ask for directions from locals	0.5	2	-	-
PC27.. avoid unnecessary honking and avoid using high beam lights in city	0.5	2	-	-
PC28.. en-route, pay toll charges if any, and collect from customer along with fare	0.5	2	-	-
PC29.. do not use mobile phone while driving	0.5	2	-	-
PC30.. do not indulge in unnecessary talk with customer and specially avoid topics involving politics or communal issues.	0.5	1	-	-
PC31.. to an out station customer do point out any landmark on the route	0.5	1	-	-
PC32.. stop the vehicle and the fare meter and help customers in de-boarding safely taking special care in case of elderly and differently abled.	0.5	1	-	-
PC33.. collect the fare based on the reading that is displayed on the meter or based on fare prior settled with customer. fare may be collected in cash. be sure to return balance	0.5	1	-	-
PC34.. change to customer strictly as per fare calculations.	1	2	-	-
PC35.. do not demand any tips but accept thankfully if the customer offers	0.5	1	-	-
PC36.. unload the luggage from the vehicle if any and hand it over to the passenger. verify no valuables or belongings of the customer have been left in the vehicle.	0.5	1	-	-
PC37.. wish the customer appropriately before parting	0.5	1	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Conformance to traffic regulation</i>	1	2	-	-
<p>PC38.. conformance to state specific traffic regulations such as change lanes safely at appropriate speed and observing traffic conditions ensure lane discipline avoid road-hogging- especially not to drive in the first lane meant for speedier vehicles avoid over-speeding while turning/cornering avoid over-loading, side hanging of passengers, protruding bags to prevent mishaps overtake other road users legally, safely and by using correct signaling at all times observe the speed and distance in relation to vehicles ahead, behind and on the sides and maintain a safe distance from other vehicles. signal your intentions correctly to other road users within a safe, systematic routine Respond appropriately to all permanent and temporary traffic signals, signs and road markings as well as hand signals of traffic policeman. make your intentions clear to other road users. Use indicators signals as per the traffic requirements while turning right/left. use the parking light when stationary, where needed select a safe, legal and convenient place to stop; secure the vehicle safely on gradients using hand brakes and wheel choke check for oncoming cyclists, pedestrians and other traffic before opening your door/ alighting park the vehicle in the space designated for the same taking care so as not to cause obstruction , damage to other vehicles. Apply parking brakes . In case of emergency condition apply /place suitable warning indicators. remain calm and composed during difficult situations like traffic jam, accidents and strictly avoid any feud with fellow commuters and other public</p>	1	2	-	-
<i>General conduct on the road</i>	0.5	2	-	-
<p>PC39.. give preference and right of road usage to children, elderly and differentlyabled. comply with any related rules, regulations and practices for handling general public issues as well as show consideration towards stray animals.</p>	0.5	2	-	-
NOS Total	30	70	-	-

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National Occupational Standards (NOS) Parameters

NOS Code	ASC/N9716
NOS Name	Drop the customer safely using the quickest route for Aoturickshaw
Sector	Automotive
Sub-Sector	Road Transportation
Occupation	Driving
NSQF Level	4
Credits	TBD
Version	1.0
Last Reviewed Date	15/04/2014
Next Review Date	30/07/2015
NSQC Clearance Date	

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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.

Recommended Pass % : 70

Assessment Weightage

Compulsory NOS

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
ASC/N0012.Practice HSE and security related guidelines	30	70	-	-	100	20
ASC/N9703.Assess and ensure road worthiness of the vehicle	30	70	-	-	100	25
ASC/N9716.Drop the customer safely using the quickest route for Aoturickshaw	30	70	-	-	100	55

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National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
Total	90	210	-	-	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

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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.