What are Occupational Standards(OS)?

- OS describe what individuals need to do, know and understand in order to carry out a particular job role or function.
- OS are performance standards that individuals must achieve when carrying out functions in the workplace, together with specifications of the underpinning knowledge and understanding.

Introduction

Qualifications Pack – Floriculturist (Protected Cultivation)

SECTOR: AGRICULTURE

SUB-SECTOR: Horticulture

OCCUPATION: Floriculture

REFERENCE ID: AGR / Q 0206

Floriculturist – Protected Cultivation is a person who has to undertake various activities of flower cultivation involving preparatory cultivation, cultivation and post harvest management.

Brief Job Description: Primary responsibilities (accounting for approximately 70 percent to 80 percent of daily work time) will be to perform the duties of flower crop cultivation in Green Houses. The proper care of crop involves Design and Maintenance of Green House, preparing the land and various other inputs essential for flower crop cultivation. The job is to be performed in an efficient manner to allow the production of a high quality flowers, their harvesting and post harvest management towards getting higher returns.

Personal Attributes: The Floriculturist for protected cultivation should work independently, laborious and must have the ability to make operational decisions pertaining to his area of work. The individual should have clarity and should be result oriented. The individual should also be able to demonstrate skills to use various tools.
## Qualifications Pack Code

<table>
<thead>
<tr>
<th>Qualifications Pack Code</th>
<th>AGR / Q 0206</th>
</tr>
</thead>
</table>

## Job Role

<table>
<thead>
<tr>
<th>Job Role</th>
<th>Floriculturist – Protected Cultivation</th>
</tr>
</thead>
<tbody>
<tr>
<td>The job role is applicable for national/international scenarios</td>
<td></td>
</tr>
</tbody>
</table>

## Credits (NVEQF/NVQF/NSQF) [OPTIONAL]

| Version number | 1.0 |

## Sector

| Agriculture |

## Sub-sector

| Horticulture |

## Occupation

| Floriculturist |

## Job Details

<table>
<thead>
<tr>
<th>Job Role</th>
<th>Floriculturist</th>
</tr>
</thead>
<tbody>
<tr>
<td>Role Description</td>
<td>The Floriculturist is responsible for taking up flower cultivation in greenhouse</td>
</tr>
</tbody>
</table>

### NVEQF/NVQF level

| Minimum Educational Qualifications* | 4 |
| Maximum Educational Qualifications* | No entry level barrier; 5th Standard Passed preferable. |

### Training (Suggested but not mandatory)

| OJT |

### Experience

| One year prior experience in field (crop) operations |

### Compulsory:

1. AGR/ N 0051 Pre Cultivation Operations of Floriculture in Green House
2. AGR / N 0052 Cultivation Operations of Floriculture in Green House
3. AGR / N 0050 Harvest & Post Harvest Management in Floriculture
4. AGR / N0047 - Health & Safety at the workplace

### Performance Criteria

<p>| As described in the relevant OS units |</p>
<table>
<thead>
<tr>
<th>Keywords /Terms</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sector</td>
<td>Sector is a conglomeration of different business operations having similar businesses and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.</td>
</tr>
<tr>
<td>Sub-sector</td>
<td>Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.</td>
</tr>
<tr>
<td>Occupation</td>
<td>Occupation is a set of job roles, which perform similar/related set of functions in an industry.</td>
</tr>
<tr>
<td>Function</td>
<td>Function is an activity necessary for achieving the key purpose of the sector, occupation, or area of work, which can be carried out by a person or a group of persons. Functions are identified through functional analysis and form the basis of OS.</td>
</tr>
<tr>
<td>Job Role</td>
<td>Job role defines a unique set of functions that together form a unique employment opportunity in an organization.</td>
</tr>
<tr>
<td>OS</td>
<td>OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the knowledge and understanding they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.</td>
</tr>
<tr>
<td>Performance Criteria</td>
<td>Performance Criteria are statements that together specify the standard of performance required when carrying out a task.</td>
</tr>
<tr>
<td>NOS</td>
<td>NOS are Occupational Standards which apply uniquely in the Indian context.</td>
</tr>
<tr>
<td>Qualifications Pack Code</td>
<td>Qualifications Pack Code is a unique reference code that identifies a qualifications pack.</td>
</tr>
<tr>
<td>Qualifications Pack</td>
<td>Qualifications Pack comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A Qualifications Pack is assigned a unique qualification pack code.</td>
</tr>
<tr>
<td>Unit Code</td>
<td>Unit Code is a unique identifier for an Occupational Standard, which is denoted by an ‘N’.</td>
</tr>
<tr>
<td>Unit Title</td>
<td>Unit Title gives a clear overall statement about what the incumbent should be able to do.</td>
</tr>
<tr>
<td>Description</td>
<td>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.</td>
</tr>
<tr>
<td>Knowledge and Understanding</td>
<td>Knowledge and Understanding are statements which together specify the technical, generic, professional and organizational specific knowledge that an individual needs in order to perform to the required standard.</td>
</tr>
<tr>
<td>Organizational Context</td>
<td>Organizational Context includes the way the organization is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.</td>
</tr>
<tr>
<td>Technical Knowledge</td>
<td>Technical Knowledge is the specific knowledge needed to accomplish specific designated responsibilities.</td>
</tr>
<tr>
<td>Core Skills or Generic Skills</td>
<td>Core Skills or Generic Skills are a group of skills that are key to learning and working 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.</td>
</tr>
<tr>
<td>Acronyms</td>
<td>Description</td>
</tr>
<tr>
<td>------------</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td>Agr</td>
<td>Agriculture</td>
</tr>
<tr>
<td>IPM</td>
<td>Integrated Pest Management</td>
</tr>
<tr>
<td>INM</td>
<td>Integrated Nutrient Management</td>
</tr>
<tr>
<td>NOS</td>
<td>National Occupation Standard</td>
</tr>
<tr>
<td>NVEQF</td>
<td>National Vocational Education and Qualification Framework</td>
</tr>
<tr>
<td>OJIT</td>
<td>On Job Training</td>
</tr>
<tr>
<td>OS</td>
<td>Occupation Standard</td>
</tr>
<tr>
<td>FYM</td>
<td>Farm Yard Manure</td>
</tr>
</tbody>
</table>

**Keywords / Terms**

<table>
<thead>
<tr>
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<th>Description</th>
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<tbody>
<tr>
<td>Vertical</td>
<td>Vertical may exist within a sub-sector representing different domain areas or the client industries served by the industry</td>
</tr>
<tr>
<td>Cultivar</td>
<td>Is Cultivated Variety. To propagate true-to-type clones, many cultivars must be propagated vegetatively through cuttings, grafting, and even tissue culture. Propagation by seed usually produces something different than the parent plant.</td>
</tr>
<tr>
<td>Seed Material</td>
<td>Sexually or vegetatively propagated planting materials which are used for seeding and planting.</td>
</tr>
<tr>
<td>Tilth</td>
<td>Physical condition of soil, especially in relation to its suitability for planting or growing a crop.</td>
</tr>
<tr>
<td>FYM</td>
<td>Farm Yard Manure. Farmyard manure refers to the decomposed mixture of dung and urine of farm animals along with litter and left over material from roughages or fodder fed to the cattle.</td>
</tr>
<tr>
<td>INM</td>
<td>Integrated Nutrient Management is a practice where all sources of nutrients namely organic, inorganic (chemical fertilizer), Biofertilizer can be combined and applied to soils so that crop growth is enhanced and we can get good yield with quality product.</td>
</tr>
</tbody>
</table>
Overview

This unit is about tasks and subtasks involved in Pre Cultivation Operations Floriculture in Green House.
### Pre Cultivation Operations of Floriculture in Green House

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>AGR / N 0051</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unit Title (Task)</td>
<td>Pre Cultivation Operations of Floriculture in Green House</td>
</tr>
<tr>
<td>Description</td>
<td>This OS unit is about a Floriculturist who is responsible for carrying out Pre Cultivation Operations of Floriculture in Green House.</td>
</tr>
</tbody>
</table>
| Scope | This unit/task covers the following:  
- Site Selection for Greenhouse construction  
- Selection of Greenhouse design  
- Soil testing  
- Water testing  
- Selection of right crop for cultivation  
- Seed treatment  
- Land Preparation  
- Transplantation of seedling |

### Performance Criteria (PC) w.r.t. the Scope

<table>
<thead>
<tr>
<th>Element</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site Selection for Greenhouse construction</td>
<td></td>
</tr>
</tbody>
</table>
PC1. Select appropriate site based on standard operational procedures and criteria  |
| Selection of Greenhouse design |  
PC2. Select greenhouse design according to location and climatic conditions  
PC3. maintain greenhouse  
PC4. decide the size of greenhouse as per requirement  
PC5. Procure quality material to be used for greenhouse preparation  |
| Soil testing |  
PC6. take soil sample as per standard procedures  
PC7. take up pH test  
PC8. take up EC test  
PC9. amend soil as per need  |
| Water testing |  
PC10. take water sample  
PC11. perform pH test  
PC12. perform EC test  |
| Selection of right crop for cultivation |  
PC13. select the crops as per the green house design, Climate, Soil and Water  
PC14. select the right variety  |
### AGR/ N 0051  Pre Cultivation Operations of Floriculture in Green House

| Seed treatment | PC15. Use chemicals for seed treatment as per package of practices  
PC16. Understand basic working of seed treatment process  
PC17. Seed treatment process  
PC18. Labeling of treated seeds  
PC19. Awareness about legal ramifications of seed treatment |
|----------------|----------------------------------------------------------------------------------------------------------|
| Land Preparation | PC20. Clean the land  
PC21. Ploughing or digging  
PC22. Level the land  
PC23. Construct drains  
PC24. Prepare holes for planting  
PC25. Installation of temperature control systems  
PC26. Installing and operating irrigation and drainage systems |
| Transplantation of seedlings | PC27. Take soil sample  
PC28. Test soil and amend accordingly  
PC29. Transplant seedlings  
PC30. Uproot the undesired plants |

### Knowledge and Understanding (K)

#### A. Organizational Context  
(Knowledge of the company / organization and its processes)
The user/individual on the job needs to know and understand:
- **KA1.** evaluate the adequacy of existing production of flowers and suggest improvements
- **KA2.** effective working relationships and how to work effectively with others in all work contexts

#### B. Technical Knowledge
The user/individual on the job needs to know and understand:
- **KB1.** Definition, introduction, importance and types of nursery.
- **KB2.** Site selection, required climate, season and weather for nursery.
- **KB3.** Land preparation and soil types.
- **KB4.** Ploughing, digging, and leveling.
- **KB5.** Soil treatment.
- **KB6.** Seed treatment.
- **KB7.** Manure and fertilizer, its importance and application methods.
- **KB8.** Uprooting, transplanting and maintenance of plant spacing.
- **KB9.** Soil structure and its conservation technique.
- **KB10.** Drainage.
- **KB11.** Bio pesticides/micronutrient / growth promoters in Floriculture.
- **KB12.** Record keeping system.
- **KB13.** Safety measures and first aid

### Skills (S) [Optional]

#### A. Core Skills/ Writing Skills
### AGR/ N 0051 Pre Cultivation Operations of Floriculture in Green House

<table>
<thead>
<tr>
<th><strong>Generic Skills</strong></th>
<th>The user/individual on the job needs to know and understand how to:</th>
</tr>
</thead>
<tbody>
<tr>
<td>SA1.</td>
<td>mention the data which are required for record keeping purpose</td>
</tr>
<tr>
<td>SA2.</td>
<td>report problems to the appropriate personnel in a timely manner</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Reading Skills</strong></th>
<th>The user/individual on the job needs to know and understand how to:</th>
</tr>
</thead>
<tbody>
<tr>
<td>SA3.</td>
<td>update about the latest technologies used in flower cultivation by reading the newspaper and magazines</td>
</tr>
<tr>
<td>SA4.</td>
<td>keep abreast with the latest knowledge by reading brochures, pamphlets, and product information sheets</td>
</tr>
<tr>
<td>SA5.</td>
<td>read relevant newspapers/booklets</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Oral Communication (Listening and Speaking skills)</strong></th>
<th>The user/individual on the job needs to know and understand how to:</th>
</tr>
</thead>
<tbody>
<tr>
<td>SA6.</td>
<td>Maintain effective working relationships</td>
</tr>
<tr>
<td>SA7.</td>
<td>Communicate clearly and effectively with others like buyers, nursery producers, concern officer/stakeholders and seniors/juniors/colleagues</td>
</tr>
<tr>
<td>SA8.</td>
<td>Co-operate with others in accordance with required procedures</td>
</tr>
<tr>
<td>SA9.</td>
<td>understand information and grasp its meaning</td>
</tr>
<tr>
<td>SA10.</td>
<td>Seek advice from senior people</td>
</tr>
</tbody>
</table>

### B. Professional Skills

#### Decision Making

<table>
<thead>
<tr>
<th>The user/individual on the job needs to know and understand how to:</th>
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<tbody>
<tr>
<td>SB1. make decisions pertaining to the concerned area of work for any issues which is instant</td>
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</table>

#### Plan and Organize

<table>
<thead>
<tr>
<th>The user/individual on the job needs to know and understand:</th>
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<tbody>
<tr>
<td>SB2. plan and organize his day to day farm activities</td>
</tr>
</tbody>
</table>

#### Workshop Centricity

<table>
<thead>
<tr>
<th>The user/individual on the job needs to know and understand how to:</th>
</tr>
</thead>
<tbody>
<tr>
<td>SB4. Attend refresher training</td>
</tr>
<tr>
<td>SB5. Exchange visit</td>
</tr>
<tr>
<td>SB6. Work with floriculture experts</td>
</tr>
</tbody>
</table>

#### Problem Solving
**Pre Cultivation Operations of Floriculture in Green House**

The user/individual on the job needs to know and understand how to:

- **SB7.** deal with others workers lacking the technical knowledge for flower cultivation to solve the problem on their own
- **SB8.** recognize healthy seedlings in nursery stage which are ready for transplanting

**Analytical Thinking**

The user/individual on the job needs to know and understand how to:

- **SB9.** Monitor and maintain the condition of tools and equipment required for flower cultivation
- **SB10.** Monitor the growing flower plant daily and maintain by training/pruning/de-shooting methods as introduced by the supervisor

**Critical Thinking**

The user/individual on the job needs to know and understand how to:

- **SB11.** apply, analyze, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to thought and action

### NOS Version Control

<table>
<thead>
<tr>
<th>NOS Code</th>
<th>AGR / N 0051</th>
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</thead>
<tbody>
<tr>
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<tr>
<td>Industry</td>
<td>Horticulture</td>
</tr>
<tr>
<td>Industry Sub-sector</td>
<td>Floriculture</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Overview

This unit is about tasks and subtasks involved in Cultivation Operations Floriculture in Green House.
# AGR/ N 0052 Cultivation Operations of Floriculture in Green House

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>AGR / N 0051</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unit Title (Task)</td>
<td>Cultivation Operations of Floriculture in Green House</td>
</tr>
</tbody>
</table>

**Description**
This OS unit is about a Floriculturist who is responsible for carrying out Cultivation Operations of Floriculture in Green House.

**Scope**
This unit/task covers the following:
- Manure/Fertilizer application
- Training/Pruning practices
- Irrigation/drainage
- Prevent/Control Pest and Diseases

## Performance Criteria(PC) w.r.t. the Scope

<table>
<thead>
<tr>
<th>Element</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Manure/Fertilizer Application</strong></td>
<td>PC31. Apply recommended dose of manure and fertilizers PC32. Ensure healthy growth of leaf by the regular application of fertilizers PC33. Apply manure/fertilizer after pruning PC34. Apply micro-nutrients by foliar spray PC35. Make weekly Fertigation schedule</td>
</tr>
<tr>
<td><strong>Training/Pruning practices</strong></td>
<td>PC36. Centring (or decentring), to promote the growth of auxiliary buds and lateral branches are formed. PC37. Train growing branches for further lateral branch formation, good spread and establishment of budding surface PC38. Pruning plant as per pruning cycle PC39. Table training for bushes PC40. Pruning carried out to keep the plant continuously under vegetative stage PC41. Deshooting to remove unwanted shoots which may give rise small buds</td>
</tr>
<tr>
<td><strong>Irrigate/drainage the Field</strong></td>
<td>PC42. Harvest rain water PC43. Take up sprinkler irrigation PC44. Take up Micro irrigation PC45. Take up poly pipe irrigation PC46. Maintain drainage</td>
</tr>
<tr>
<td><strong>Prevent/Control Pests and Diseases</strong></td>
<td>PC47. Remove rogue /infected plant/ plant parts PC48. Perform weeding manually / chemical PC49. Spray systemic / contact fungicide / insecticide / biopesticide PC50. Perform field sanitation PC51. Spray contact fungicide PC52. Transplant insect pest repellent plants</td>
</tr>
</tbody>
</table>
**Knowledge and Understanding (K)**

<table>
<thead>
<tr>
<th>B. Organizational Context</th>
<th>The user/individual on the job needs to know and understand:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>KA3. evaluate the adequacy of existing production of flowers and suggest improvements</td>
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<tr>
<td></td>
<td>KA4. effective working relationships and how to work effectively with others in all work contexts</td>
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<tr>
<th>B. Technical Knowledge</th>
<th>The user/individual on the job needs to know and understand:</th>
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<tbody>
<tr>
<td></td>
<td>KB14. Manure and fertilizer, its importance and application methods.</td>
</tr>
<tr>
<td></td>
<td>KB15. Uprooting, transplanting and maintenance of plant spacing.</td>
</tr>
<tr>
<td></td>
<td>KB16. Cutting, grafting and deshooting</td>
</tr>
<tr>
<td></td>
<td>KB17. Types of irrigation.</td>
</tr>
<tr>
<td></td>
<td>KB18. Drainage.</td>
</tr>
<tr>
<td></td>
<td>KB19. Definition of insects, mites and plant diseases, and their identification, prevention and management.</td>
</tr>
<tr>
<td></td>
<td>KB20. Common pesticide available and precaution to be taken when handling pesticide.</td>
</tr>
<tr>
<td></td>
<td>KB23. Record keeping system.</td>
</tr>
<tr>
<td></td>
<td>KB24. Safety measures and first aid</td>
</tr>
<tr>
<td></td>
<td>KB25. Weed management techniques.</td>
</tr>
<tr>
<td></td>
<td>KB26. Training and pruning methods.</td>
</tr>
<tr>
<td></td>
<td>KB27. Flower harvesting methods.</td>
</tr>
</tbody>
</table>

**Skills (S) [Optional]**

<table>
<thead>
<tr>
<th>C. Core Skills/ Generic Skills</th>
<th>Writing Skills</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>The user/individual on the job needs to know and understand how to:</td>
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<td>SA11. mention the data which are required for record keeping purpose</td>
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<tr>
<td>D. Professional Skills</td>
<td>Oral Communication (Listening and Speaking skills)</td>
</tr>
<tr>
<td>-----------------------</td>
<td>---------------------------------------------------</td>
</tr>
<tr>
<td></td>
<td>The user/individual on the job needs to know and understand how to:</td>
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<td>SA16. Maintain effective working relationships</td>
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<td>SA17. Communicate clearly and effectively with others like buyers, nursery producers, concern officer/stakeholders and seniors/juniors/colleagues</td>
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<td>SA18. Co-operate with others in accordance with required procedures</td>
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<tr>
<td></td>
<td>SA19. Understand information and grasp its meaning</td>
</tr>
<tr>
<td></td>
<td>SA20. Seek advice from senior people</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Decision Making</th>
</tr>
</thead>
<tbody>
<tr>
<td>The user/individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td>SB12. make decisions pertaining to the concerned area of work for any issues which is instant</td>
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</table>

<table>
<thead>
<tr>
<th>Plan and Organize</th>
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<tr>
<td>The user/individual on the job needs to know and understand:</td>
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<tr>
<td>SB13. plan and organize his day to day farm activities</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Workshop Centricity</th>
</tr>
</thead>
<tbody>
<tr>
<td>The user/individual on the job needs to know and understand how to:</td>
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<tr>
<td>SB15. Attend refresher training</td>
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<table>
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<tr>
<th>Problem Solving</th>
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<tr>
<td>The user/individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td>SB18. deal with others workers lacking the technical knowledge for flower cultivation to solve the problem on their own</td>
</tr>
<tr>
<td>SB19. recognize healthy seedlings in nursery stage which are ready for transplanting</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Analytical Thinking</th>
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</thead>
<tbody>
<tr>
<td>The user/individual on the job needs to know and understand how to:</td>
</tr>
<tr>
<td>SB20. Monitor and maintain the condition of tools and equipment required for flower cultivation</td>
</tr>
<tr>
<td>SB21. Monitor the growing flower plant daily and maintain by training/pruning/deshooting methods as introduced by the supervisor</td>
</tr>
</tbody>
</table>
Critical Thinking

The user/individual on the job needs to know and understand how to:
SB22. apply, analyze, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to thought and action

NOS Version Control

<table>
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<th>AGR / N 0052</th>
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National Occupational Standard

Overview

This unit is about tasks and subtasks involved in Post Harvest Management in Floriculture.
<table>
<thead>
<tr>
<th>Unit Code</th>
<th>AGR / N 0050</th>
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</thead>
<tbody>
<tr>
<td><strong>Unit Title (Task)</strong></td>
<td>Harvest &amp; Post Harvest Management in Floriculture</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>This OS unit is about a Floriculturist who is responsible for carrying out Harvest &amp; Post Harvest Management in Floriculture.</td>
</tr>
</tbody>
</table>
| **Scope** | This unit/task covers the following:  
- Harvest and Post Harvest Management |

### Performance Criteria (PC) w.r.t. the Scope

<table>
<thead>
<tr>
<th>Element</th>
<th>Performance Criteria</th>
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</table>
| Harvest and Post Harvest Management | To be competent, the user / individual on the job must be able to:  
   - PC1. Decide on the harvesting time  
   - PC2. Take up appropriate Harvesting practices  
   - PC3. Take up post harvesting value addition (Grading, packing)  
   - PC4. Appropriate storage practices |

### Knowledge and Understanding (K)

| C. Organizational Context  
(Knowledge of the company / organization and its processes) | The user/individual on the job needs to know and understand:  
- KA5. evaluate the adequacy of existing production of flowers and suggest improvements  
- KA6. effective working relationships and how to work effectively with others in all work contexts |
| B. Technical Knowledge | The user/individual on the job needs to know and understand:  
- KB28. Post harvest storage techniques.  
- KB29. Handling tools and equipment. |

### Skills (S) [Optional]

<table>
<thead>
<tr>
<th>E. Core Skills/ Generic Skills</th>
<th>Writing Skills</th>
</tr>
</thead>
</table>
| The user/ individual on the job needs to know and understand how to:  
- SA21. mention the data which are required for record keeping purpose  
- SA22. report problems to the appropriate personnel in a timely manner |
## Reading Skills

The user/individual on the job needs to know and understand how to:

- **SA23.** update about the latest technologies used in flower cultivation by reading the newspaper and magazines
- **SA24.** keep abreast with the latest knowledge by reading brochures, pamphlets, and product information sheets
- **SA25.** read relevant newspapers/booklets

## Oral Communication (Listening and Speaking skills)

The user/individual on the job needs to know and understand how to:

- **SA26.** Maintain effective working relationships
- **SA27.** Communicate clearly and effectively with others like buyers, nursery producers, concern officer/stakeholders and seniors/juniors/colleagues
- **SA28.** Co-operate with others in accordance with required procedures
- **SA29.** understand information and grasp its meaning
- **SA30.** Seek advice from senior people

## F. Professional Skills

### Decision Making

The user/individual on the job needs to know and understand how to:

- **SB23.** make decisions pertaining to the concerned area of work for any issues which is instant

### Plan and Organize

The user/individual on the job needs to know and understand how to:

- **SB24.** plan and organize his day to day farm activities

### Workshop Centricity

The user/individual on the job needs to know and understand how to:

- **SB25.** Participate in flower exhibition/seminar/workshop/auction.
- **SB26.** Attend refresher training
- **SB27.** Exchange visit
- **SB28.** Work with floriculture experts

### Problem Solving

The user/individual on the job needs to know and understand how to:

- **SB29.** deal with others workers lacking the technical knowledge for floriculture to solve the problem on their own
- **SB30.** recognize healthy seedlings in nursery stage which are ready for transplanting

### Analytical Thinking
The user/individual on the job needs to know and understand how to:

SB31. Monitor and maintain the condition of tools and equipment required for floriculture

SB32. Monitor the plant growth daily and maintain by training/pruning methods as introduced by the supervisor

**Critical Thinking**

The user/individual on the job needs to know and understand how to:

SB33. apply, analyze, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to thought and action

### NOS Version Control

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Overview

This unit is about maintaining health & safety of self and others at the workplace.
<table>
<thead>
<tr>
<th>Unit Code</th>
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<tbody>
<tr>
<td>Unit Title</td>
<td>Maintain Health &amp; Safety at the workplace</td>
</tr>
<tr>
<td>Description</td>
<td>This OS deals with the skills and knowledge required by workers/farmers to meet workplace occupational health and safety requirements.</td>
</tr>
</tbody>
</table>
| Scope          | This unit/task covers the following:  
  - Maintain a clean & efficient workplace  
  - Render appropriate emergency procedures |

### Performance Criteria (PC) w.r.t. the Scope

<table>
<thead>
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<th>Element</th>
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| Maintain a clean & efficient workplace       | To be competent, the individual on the job must be able to:  
  PC1. Undertake basic safety checks before operation of all machinery and vehicles and hazards are reported to the appropriate supervisor  
  PC2. Work for which protective clothing or equipment is required is identified and the appropriate protective clothing or equipment is used in performing these duties in accordance with workplace policy.  
  PC3. Read and understand the hazards of use and contamination mentioned on the labels of pesticides/fumigants etc  
  PC4. Prior to performing manual handling jobs, risk is assessed and work is carried out according to currently recommended safe practice.  
  PC5. Use equipment and materials safely and correctly and return the same to designated storage when not in use  
  PC6. Dispose of waste safely and correctly in a designated area  
  PC7. Risks to bystanders are recognized and action is taken to reduce risk associated with jobs in the workplace  
  PC8. Perform your work in a manner which minimizes environmental damage  
  PC9. All procedures and work instructions for controlling risk are followed closely.  
  PC10. Report any accidents, incidents or problems without delay to an appropriate person and take necessary immediate action to reduce further danger. |
| Render appropriate emergency procedures       | PC11. Follow procedures for dealing with accidents, fires and emergencies, including communicating location and directions to emergency.  
  PC12. Follow emergency procedures to company standards and workplace requirements.  
  PC13. Use Emergency equipment in accordance with manufacturers' specifications and workplace requirements.  
  PC14. Provide treatment appropriate to the patient's injuries in accordance with recognized first aid techniques.  
  PC15. Recover (if practical), clean, inspect/test, refurbish, replace and store the first aid equipment as appropriate  
  PC16. Dispose of medical waste in accordance with workplace requirements  
  PC17. Report details of first aid administered in accordance with workplace requirements |
### Knowledge and Understanding (K)

| Maintain a clean & efficient workplace | The individual on the job needs to know and understand:  
KA1. Personal hygiene and fitness requirements  
KA2. Your general duties under the relevant health and safety legislation  
KA3. What personal protective equipment and clothing should be worn and how it is cared for  
KA5. The correct and safe way to use materials and equipment required for your work  
KA6. The importance of good housekeeping in the workplace  
KA7. Safe disposal methods for waste  
KA8. Methods for minimizing environmental damage during work |
|--------------------------------------|---------------------------------------------------------------------------------------------------|
| Render appropriate emergency procedures | KB1. the risks to health and safety and the measures to be taken to control those risks in your area of work  
KB2. Workplace procedures and requirements for the treatment of workplace injuries/illnesses.  
KB3. Basic emergency first aid procedure  
KB4. Local emergency services  
KB5. Why accidents, incidents and problems should be reported and the appropriate action to take |

### Skills (S) [Optional]

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<th>A. Core Skills/ Generic Skills</th>
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| The individual on the job needs to know and understand how to:  
SA1. Mention the data which are required for record keeping purpose  
SA2. Report problems to the appropriate personnel in a timely manner  
SA3. Write descriptions and details about incidents in reports |
| **Reading and Comprehension Skills** |
| The individual on the job needs to know and understand how to:  
SA4. Read instruction manuals for hand tool and equipments  
SA5. Read instructions on work orders and procedures |
| **Oral Communication (Listening and Speaking skills)** |
| The individual on the job needs to know and understand how to:  
SA6. Receive instructions and seek advice from supervisors and managers  
SA7. Communicate clearly and effectively with others |
| B. Professional Skills | Decision Making |
Maintain Health & Safety at the workplace

The individual on the job needs to know and understand how to:

SB1. Choose work procedures
SB2. Select appropriate hand tools and personal protection devices considering safety requirements, materials being used
SB3. Identify the need of first aid and render it accordingly

Plan and Organize

The individual on the job needs to know and understand how to:

SB4. Schedule daily activities and drawing up priorities; Allocate start times, estimation of completion times and materials, equipment and assistance required for completion.

Human Centricity

The individual on the job needs to know and understand how to:

SB5. Manage relationships with co-workers and managers of the who may be stressed, frustrated, confused or angry

Analytical Thinking

The individual on the job needs to know and understand how to:

SB6. Monitor and maintain the condition of tools and equipment
SB7. Monitor the health of the cattle
SB8. Assess situation & identify appropriate control measures

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