

# **Assessment Evidence Guide**

**For**

**“Head Worker”**

**Level-3**

**(Summative Assessment)**



**National Vocational & Technical  
Training Commission**

## Instruction Sheet for the Candidate

<b>Title of Qualification:</b> National Vocational Certificate Level 3 in Poultry Management (Head Worker)	<b>CS Code:</b>	<b>Level:</b> 3	<b>Version:</b> 01
<b>Competency Standard Title:</b> Maintain Safety at Site Work in a Team Environment Perform Computer Applications Maintain Inventory at Site Perform Feeding, Watering and light Management Perform Basic Hatchery Operations	<b>Assessment Date (DD/MM/YY):</b>  <b>Assessment Time: 5 hrs.</b>		

Candidate Details	Name: .....  Registration/Roll Number: .....
Guidance for Candidate	<p><b>To meet this standard, you are required to complete the following within the given time frame (for practical demonstration &amp; assessment):</b></p> <p><b>Assessment Task 1:</b> Candidate is required to prepare feed manually for given number of birds as per instructions given by assessor.</p> <p><b>Assessment Task 2:</b> Candidate is required to perform feeding and watering to given number of birds along with managing environmental conditions as per instructions given by assessor.</p> <p><b>Assessment Task 3:</b> Candidate is required to perform selection and setting of eggs for incubation as per instructions given by assessor.</p> <p><b>And complete:</b></p> <ol style="list-style-type: none"> <li><b>Knowledge assessment test (Written or Oral)</b></li> <li><b>Portfolios at the time of assessment (if any)</b></li> </ol>

Minimum Evidence Required	<p><b>During a practical assessment, under observation by an assessor, you will complete:</b></p> <p><b>Assessment Task 1</b></p> <p><b>Performance Criteria 1.</b> Wear PPEs</p> <p><b>Performance Criteria 2.</b> Arrange raw material as per requirement</p> <p><b>Performance Criteria 3.</b> Measure quality of feed ingredients as per SOPs</p> <p><b>Performance Criteria 4.</b> Perform weighing according to requirement</p> <p><b>Performance Criteria 5.</b> Perform grinding of ingredients</p> <p><b>Performance Criteria 6.</b> Perform mixing of ingredients</p> <p><b>Performance Criteria 7.</b> Store prepared feed according to work instruction</p> <p><b>Performance Criteria 8.</b> Maintain record</p>
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	<b>Assessment Task 2</b>  <b>Performance Criteria 1.</b> Interpret feed manual <b>Performance Criteria 2.</b> Calculate total feed bags per shed <b>Performance Criteria 3.</b> Adjust the numbers of the feeder according to the total feed  <b>Performance Criteria 4.</b> Calculate the feed according to the age of bird <b>Performance Criteria 5.</b> Calculate the feed according to the type of poultry bird  <b>Performance Criteria 6.</b> Calculate the feed according to the production of the bird  <b>Performance Criteria 7.</b> Arrange raw materials as per requirement <b>Performance Criteria 8.</b> Measure quality of feed ingredients as per SOPs  <b>Performance Criteria 9.</b> Perform weighing according to requirement <b>Performance Criteria 10.</b> Perform grinding of ingredients <b>Performance Criteria 11.</b> Perform mixing of ingredients <b>Performance Criteria 12.</b> Maintain water pH <b>Performance Criteria 13.</b> Perform chlorination as per SOPs <b>Performance Criteria 14.</b> Calculate water intake <b>Performance Criteria 15.</b> Maintain water temperature <b>Performance Criteria 16.</b> Maintain water odour <b>Performance Criteria 17.</b> Maintain Total Dissolve Solids level (TDS) <b>Performance Criteria 18.</b> Maintain water system management <b>Performance Criteria 19.</b> Arrange tool and materials for light management  <b>Performance Criteria 20.</b> Maintain light management for broiler <b>Performance Criteria 21.</b> Maintain light management for layer <b>Performance Criteria 22.</b> Maintain light management for breeder <b>Performance Criteria 23.</b> Perform troubleshooting for light
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	<p><b>Assessment Task 3</b></p> <p><b>Performance Criteria 1.</b> Separate eggs on physical basis</p> <p><b>Performance Criteria 2.</b> Perform grading of eggs</p> <p><b>Performance Criteria 3.</b> Perform candling of eggs</p> <p><b>Performance Criteria 4.</b> Maintain record</p> <p><b>Performance Criteria 5.</b> Calibrate the incubation tools</p> <p><b>Performance Criteria 6.</b> Perform setting of eggs</p> <p><b>Performance Criteria 7.</b> Maintain temperature in setter and Hatcher</p> <p><b>Performance Criteria 8.</b> Maintain relative humidity in setter and Hatcher</p> <p><b>Performance Criteria 9.</b> Maintain air quality</p>
	<p><b>Portfolios required at the time of assessment (if any) for</b></p> <ul style="list-style-type: none"> <li>✓ Report about maintenance safety at site</li> <li>✓ Report about work in a team environment</li> <li>✓ Folder/file, daily performance sheets, includes evidence for computer applications</li> </ul> <p><b>Performance Criteria 2.</b> Recognize the safety signs and symbols</p> <p><b>Performance Criteria 3.</b> Perform PASS (Pull, aim, squeeze and sweep) on fire extinguisher</p> <p><b>Performance Criteria 4.</b> Perform mock first aid treatment for minor injuries</p> <p><b>Performance Criteria 5.</b> Tag damaged lead, cable and connection points and report to the supervisor</p> <p><b>Performance Criteria 6.</b> Prepare simple questions about workplace procedures</p> <p><b>Performance Criteria 7.</b> Use the defined workplace procedures for storage of information</p> <p><b>Performance Criteria 8.</b> Recognize the roles and responsibility of other team members</p> <p><b>Performance Criteria 9.</b> Generate Charts/Graphs according to the given data</p> <p><b>Performance Criteria 10.</b> Print Worksheet according to requirements</p> <p><b>Performance Criteria 11.</b> Insert slides with different layouts according to requirements of presentation.</p> <p><b>Performance Criteria 12.</b> Insert text, tables, images, etc. according to the requirement.</p>

## Assessors Judgment Guide

(To be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

<b>Candidate Details</b>	Name: ..... Registration/Roll Number: ..... Candidate Signature:.....
<b>Assessment Outcome</b>	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: ..... Assessor's code: ..... Signature of the Assessor: .....

Assessment Summary (to be filled by the assessor)							
Activity	Method					Result	
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓	✓			
Knowledge Assessment	✓	✓					
Other Requirement							

## Observation Checklist

<b>Assessment Task 1</b>	<b>Description of Assessment Task 1</b>  Prepare feed manually for given number of birds as per instructions given by assessor.		
During the practical assessment, candidate demonstrated the following:	Yes	No	Remarks
1. Wear PPEs			
2. Arrange raw material as per requirement			
3. Measure quality of feed ingredients as per SOPs			
4. Perform weighing according to requirement			
5. Perform grinding of ingredients			
6. Perform mixing of ingredients			
7. Store prepared feed according to work instruction			
8. Maintain record			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>	

<b>Assessment Task 2</b>	<b>Description of Assessment Task 2</b>  Prepare feed and perform feeding and watering to given number of poultry birds according to standard procedure.		
During the practical assessment, candidate demonstrated the following:	Yes	No	Remarks
1. Interpret feed manual			
2. Calculate total feed bags per shed			
3. Adjust the numbers of the feeder according to the total feed			
4. Calculate the feed according to the type of poultry bird			
5. Calculate the feed according to the production of the bird			
6. Arrange raw materials as per requirement			
7. Measure quality of feed ingredients as per SOPs			

8. Perform weighing according to requirement			
9. Perform grinding of ingredients			
10. Perform mixing of ingredients			
11. Maintain water pH			
12. Perform chlorination as per SOPs			
13. Calculate water intake			
14. Maintain water temperature			
15. Maintain water odor			
16. Maintain Total Dissolve Solids level (TDS)			
17. Maintain water system management			
18. Arrange tools and materials for light management			
19. Maintain Light management for broiler			
20. Maintain light management for layer			
21. Maintain light management for breeder			
Competent <input type="checkbox"/>	Not Yet Competent <input type="checkbox"/>		

<b>Assessment Task 3</b>	<b>Description of Assessment Task 3</b> Perform selection and setting of eggs for incubation as per instructions given by assessor.		
During the practical assessment, candidate demonstrated the following:	Yes	No	Remarks
1. Separate eggs on physical basis			
2. Perform grading of eggs			
3. Perform candling of eggs			
4. Calculate the feed according to the age of bird			
5. Maintain record			
6. Calibrate the incubation tools			
7. Perform setting of eggs			



8. Maintain temperature in setter and hatcher			
9. Maintain relative humidity in setter and hatcher			
10. Maintain air quality			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>	

<b>Portfolio</b>		<b>Description of Portfolio</b>		
		<ul style="list-style-type: none"> <li>▪ Report about maintenance safety at site</li> <li>▪ Report about work in a team environment</li> <li>▪ Folder/file, daily performance sheets, includes evidence for computer applications</li> </ul>		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Recognize the safety signs and symbols			
2.	Perform PASS (Pull, aim, squeeze and sweep) on fire extinguisher			
3.	Perform mock first aid treatment for minor injuries			
4.	Tag damaged lead, cable and connection points and report to the supervisor			
5.	Prepare simple questions about workplace procedures			
6.	Use the defined workplace procedures for storage of information			
7.	Recognize the roles and responsibility of other team members			
8.	Generate Charts/Graphs according to the given data			
9.	Print Worksheet according to requirements			
10.	Insert slides with different layouts according to requirements of presentation.			
11.	Insert text, tables, images, etc. according to the requirement.			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

## Knowledge Assessment

<b>Title of Qualification:</b> National Vocational Certificate Level 3 in Poultry Management (Head Worker)	<b>CS Code:</b>	<b>Level:</b> 3	<b>Version:</b> 01
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Guidance for Candidate	<b>To complete your assessment for this Competency Standard, you need to answer the questions on the following pages successfully.</b>
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Candidate Details	Name:..... Registration/Roll Number:  Candidate Signature:.....
Written Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/>  Name of the Assessor: ..... Assessor's code:  Signature of the Assessor: .....

<b>Questions</b> (Candidate confidently answered questions correctly and demonstrated understanding of the topics and their application)	
<b>1.</b> Define inventory?	
<b>2.</b> Define Calibration?	
<b>3.</b> Describe tare weight?	

<b>Questions</b> (Candidate confidently answered questions correctly and demonstrated understanding of the topics and their application)	
<b>4.</b> Name light intensity measuring unit?	
<b>5.</b> What is the ideal light requirement during brooding?	
<b>6.</b> Name chemical used to clean water?	
<b>7.</b> Define pH?	
<b>8.</b> Abbreviate TDS?	
<b>9.</b> Ideal Relative humidity of hatcher?	
<b>10.</b> Ideal temperature of hatcher?	

<b>ANSWER KEY</b>	
<b>1.</b> Define inventory?	It means all the items, goods and materials held by a business.
<b>2.</b> Define Calibration?	Calibration is the process of configuring an instrument to provide a result for a sample within acceptable range.
<b>3.</b> Describe tare weight?	The total weight of container or vehicle when it is empty.
<b>4.</b> Name light intensity measuring unit?	Lux
<b>5.</b> What is the ideal light requirement during brooding?	30 to 40 lux
<b>6.</b> Name chemical used to clean water?	Chlorine
<b>7.</b> Define pH?	It means how acidic or basic sample is.
<b>8.</b> Abbreviate TDS?	Total Dissolve Solids.
<b>9.</b> Ideal Relative humidity of Hatcher?	60-65%
<b>10.</b> Ideal temperature of Hatcher?	98-98.5°F