

**Operational Modalities  
For  
Farmer's Capacity Assessment & Certification  
Under  
Sub-Mission on Agricultural Extension (SAME)  
Of  
National Mission on Agriculture Extension & Technology (NMAET)**

**Director of Extension  
Department of Agriculture, Cooperation & Farmers Welfare  
Ministry of Agriculture & Farmers Welfare  
Govt. of India**

## ABBREVIATIONS

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|          |  |
|----------|--|
| ATIC     | Agricultural Technology Information Centre                   |
| ATMA     | Agricultural Technology Management Agency                    |
| BAP      | Block Agriculture Plan                                       |
| BTM      | Block Technology Manager                                     |
| BTT      | Block Technology Team  |
| DAC & FW | Department of Agriculture, Cooperation & Farmers Welfare     |
| DAP      | District Agriculture Plan                                    |
| DOE      | Directorate of Extension                                     |
| EEI      | Extension Education Institute                                |
| FAC      | Farmers Advisory Committee                                   |
| FCAC     | Farmers Capacity Assessment and Certification                |
| GOI      | Government of India  |
| KVK      | Krishi Vigyan Kendra   |
| MANAGE   | National Institute of Agricultural Extension Management      |
| NGO      | Non-Governmental Organization                                |
| NMAET    | National Mission on Agriculture Extension and Technology     |
| PD       | Project Director   |
| RPL      | Recognition of Prior Learning                                |
| RSETI    | Rural Self Employment Training Institute                     |
| SAMETI   | State Agricultural Management & Extension Training Institute |
| SAU      | State Agricultural University                                |
| SEWP     | State Extension Work Plan                                    |
| SMAE     | Sub-Mission on Agricultural Extension                        |

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## **Farmer's Capacity Assessment & Certification**

### **1. INTRODUCTION**

“Farmer's Capacity Assessment & Certification” is aimed at providing recognition to the farmers who have acquired desired skills in agriculture & allied areas but continued to be treated as unskilled in the absence of a certificate and certification.

### **2. OBJECTIVES**

- (i) Create a pool of skilled work force of farmers in agriculture and allied sectors by assessment of a competency or skill that an individual already possess.
- (ii) Providing recognition to the high degree of farm skills possessed by farmers & farm women who continue to be treated as unskilled in absence of certificate.

### **3. TARGET GROUP**

Farmers, farm women & rural youth above the age group of 18 years, who possess traditional skills in various sectors of agriculture & allied disciplines preferably with minimum qualification upto 5th Standard, however the minimum qualification is not mandatory.

### **4. IMPLEMENTATION**

- (i) MANAGE at National Level will coordinate this activity through SAMETIs established at State Level and ATMAs at District level and facilitate in developing competency based assessment modules on various Subject Matter areas in compliance with the norms specified by Sector Skill Council, with National Occupational Standard(NOS) & Qualification Packs(QPs).
- (ii) The SNO of Extension Reforms (ATMA) Scheme alongwith existing NGOs/Vocational Trainers should act as coordinator in implementation of this component at State Level and facilitate in selection of districts/blocks and also supervise/monitor the activities for skill Assessment & Certification.
- (iii) Assessing & Certifying agencies will be two independent entities which would test the skill adhering one or more evidences given at Annexures-II.

- (iv) SAMETI will organise the Certification process through Vocational Training Institutions/ KVKs/SAUs/NYKs/RSETIs etc and carry out advance planning on the onset of first month of every year for better participation of farmers in coordination with the assessing/ certifying agency.
- (v) Uniform format developed by MSDE through NSDC for offering skilling Certificate bearing Unique No. may be considered after the specimen certificate is received by DAC & FW which will be shared with MANAGE/SAMETI & related training institutions.
- (vi) Number of farmers to be certified in each Block in a year will be reflected in the respective BAPs, DAPs and SEWPs as this will be the mandatory activity, essentially required to be performed.
- (vii) The designed skill assessment agencies shall desirably keep liaison with local employer/agro-industries for placement of skilled candidates and maintain a database of all certified farmers, who have got wage/job employment.
- (viii) Quarterly reports indicating the total number of farmers whose skills have been certified, would be submitted by SAMETIs to DOE through MANAGE.

## 5. PATTERN OF ASSISTANCE & FUND-FLOW

- (i) Funds will be released to MANAGE by DOE and it will be further routed to SAMETIs in States to incur expenditure for certification through identified Assessment & Certification agencies. Quarterly Reports reflecting the total no. of farmers whose skills have been certified, would be submitted by SAMETIs to DOE through MANAGE.
- (ii) Rs. 200/- is earmarked for skill Assessment & Certification of each farmer **(Annexure-III)**.
- (iii) **Ten farmers per block per year** shall be selected for Skill Assessment & Certification.
- (iv) An appropriate number of blocks from various districts in the country shall be covered every year, subject to the budget allocation.
- (v) In order to have economies of scale and a workable group-size, **each Block will be covered once in 3 years with a target of 30 farmers.**

## 6. ROLE OF STAKEHOLDERS

| Agency       | Role & Responsibility  |
|--------------|--|
| DOE/DAC & FW | (i) Policy & funding support.<br>(ii) Monitoring and evaluation.<br>(iii) Coordination with training institutions (MANAGE, SAMETIs, EEIs, etc.) for FCAC.<br>(iv) Liaison with States / certifying bodies / SAMETIs / ATMAs for effective implementation.  |
| MANAGE       | (i) Release of funds to SAMETIs.<br>(ii) Prepare skill set. Standards for selected job for skill recognition.<br>(iii) Review the implementation of the activities & monitor expenditure incurred by implementation agencies through SAMETIs & ATMA.<br>(iv) Prepare a competency based assessment modules/ skill standards on various subject matter areas on location specific criteria.   |
| SAMETI       | (i) Act as a nodal institution at State level and work as a Liaoning institution between the State Govt. / Central Govt. and certifying bodies.<br>(ii) SAMETIs will operationalize this component in selected districts / blocks identified by the State in consultation with ATMA, SAUs / ICAR institutes, KVKs, NGOs & RSETIs etc.<br>(iii) Identification of farmers at block level through ATMA / BITs / KVK / Farmers' Friends / Gram Sabha.<br>(iv) Identification of Skill testing and certification institution (KVKs/Agri. College, Agri. Schools/RSETIs/SAMETI/NGOs etc.)<br>(v) Supervision and monitoring of certification programmes at local level.<br>(vi) Facilitate training institutions in preparation of skill sets (as per sample skill sets/ job roles given at Annexure-IV/certification tools of RPL process).<br>(vii) Settlement of accounts of all certification programmes conducted in the block on quarterly & submission of audited utilization certificate to DOE.<br>(viii) Registration/empanelment of competent assessing / certifying agencies at district / block level.<br>(ix) Issue competency certificates to the beneficiaries on recommendation of the assessing agency. |

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|--|---|
| State Nodal Officer (ATMA)   | (i) Selection of Districts / blocks for skill assessment of farmers as per priority of the State.<br>(ii) Supervision and monitoring of activities of skill assessment & certification.   |
| Project Director (ATMA)  | (i) Facilitate selection of skilled farmers at block level with the help of BTT / Gram Sabha / Farmer's Friend for certification.<br>(ii) Receiving & screening of application forms ( <b>Annexure-I</b> ), for eligibility & their submission to skill assessing / certifying agency.<br>(iii) Facilitate SAMETI to organize assessment and certification process & coordinate activities with certifying agencies.<br>(iv) Identification of skill assessment agency in the district.<br>(v) Release of funds to the skill assessing and certifying agencies in consultation with SAMETI.<br>(vi) Prioritizing the involvement of recognized/certified farmers in ATMA activities such as operationalizing farm school, demonstrations, visits etc., to promote farmer to farmer extension. |
| Skill Assessment/Testing & Certification Institutions: SAMETIs/KVKs/RSETIs/NGOs/Agriculture Colleges/SAUs/ATICs / Coop. Societies/Academic Institutions in the Agri. Sector etc. | (i) Registration of identified farmers obtained from the Block technology Team (BTT)/ATMA/GRAM SABHA.<br>(ii) Developing Standard skill sets/certification tools for skill assessment in consultation with SAMETI/ATMA.<br>(iii) Assessment of skill based on evidence ( <b>Annexure-II</b> ) as per requirement/standard skill sets prescribed for a job.<br>(iv) Recommend SAMETI to issue certificate to successful farmers found competent as per RPL.<br>(v) Liaison with local employer/agro-industries for placement of certified skilled people.<br>(vi) Maintenance of database of the certified farmers and of those who undergone wage/job employment within at least 3 months of certification.   |

## 7. RECOGNITION OF PRIOR LERNING (RPL)

RPL is a method of assessment to ensure that the candidates could meet the skill assessment & certification standard, set for the purpose, which allows them to demonstrate their capacities to perform specific task in their area of operation.

RPL of skill is the identification, assessment and acknowledgement of an individual's skills and knowledge within the context of a specific qualification, irrespective of the source from where

they have been acquired. It may be the acknowledge of skills, competencies, knowledge and work ethos gained through informal training, on-the-job experience and life experience measurable against specific learning outcomes & skill sets.

RPL and curriculum development highlights the extent to which the education and training system is **changing from an input-based** system to an **outcome-based** system. RPL required a careful analysis of the knowledge, skills and values that will prove competence in a particular field of practice, As a result, curricula and qualifications will necessarily be enriched to assess the additional knowledge gained by the candidate which was acquired by him, outside the purview of formal education and training.

The recognition process involves assessment and certification of skill of an individual, who qualifies in the skill sets specified for wage/self-employment through the process of “Recognition of Prior Learning” (RPL) which allows them to demonstrate their skills gained through informal training to perform specific task in their area of operation.

Farmers found “competent” or clearing 2 core National Occupational Standard (NOS) will be provided a certificate by duly identified accredited certifying body. Based on evidence produced on skill possessed by him, a certificate would be issued to facilitate him getting employment in the job market.

## **8. ASSESSMENT & CERTIFICATION**

These assessing and certifying bodies will be within reach of the farmers & must have sufficient infrastructure/tools for skill assessment of an individual farmer. The assessing body will be an independent agency which would test the skill as evidenced vide the criteria covered under RPL procedure, against the specific skill standards developed for the purpose and to recommend the farmer as “**Competent**” for certification. If the farmer is found as “**Yet Not Competent**” then he may be given a substantial time to acquire the desired skills & notified for his reassessment next time by the designated skill assessment & certification agency or by SAMETI.

### **Steps in Assessment & Certification:**

**Step 1:** Prospective candidates will apply for capacity assessment in prescribed application form to ATMA/BTT/GRAM SABHA (**Annexure-I**).

**Step 2:** ATMA will screen applications to determine its viability for capacity assessment by the assessing agency based on evidences submitted by the candidates. Applicants who do not meet the minimum requirements for RPL will be communicated in writing within 15 days from the receipt of their application.

**Step 3:** On the date scheduled by ATMA or Assessing Agency, the skills possessed by the candidate will be assessed by the designated agency. The Candidates will be required to demonstrate compulsory proficiency or subject specific skill or undergo oral skill test and also demonstrate the relevant skills to decide competencies as per the National Occupational Standards (NOS) and Qualification Packs (QPs) set for self-employment/ wage-employment for various job roles by the Agriculture Sector Skill Council (ASCI).

**Step 4:** The Assessor will make a judgement based on evidences and actual skill test based on set skill standards for a job and recommend level of competency for issue of certificate by designated certifying agency (SAMETI, SAU, KVK etc.) if he/she meets the set standard criteria or a part thereof to perform the desired skill.

**Step 5:** Post assessment facilitation may be provided to candidates by advising them on possible areas for development, learning gaps, training and development paths. Candidates should be advised to bridge the gap between existing knowledge and skill possessed by them.

**Step 6:** The Certifying/ Assessing body will be an independent agency which would test the skill following one or more evidences given in **Annexure-II** through “RPL of Skill” procedure so as to declare the farmer “**Competent**” or **Cleared 2 core NOS** for getting the certificate. The farmer, if not found competent would be notified for his reassessment next time and rated “**Yet Not Competent**” or **Not Cleared 2 core NOS** by designated agency/SAMETI. Successful farmer found “Competent” or Cleared 2 core NOS only will be



awarded competency based certificates issued by the identified Certifying Agency, preferably by SSC.

**Step 7:** The SAMETI will organize the Certification process through the Vocational Training Institutions/Krishi Vigyan Kendras/ Nehru Yuva Kendras etc., and carry out the formalities of advance planning on the onset of first month of every year for better participation in coordination with the certifying agency.

**Farmer's Capacity Assessment & Certification**

**(APPLICATION FORM)**

**RECOGNITION OF PRIOR LEARNING (RPL)**

**PART A**

Personal Details (to be filled by the applicant)

1. Full Name: \_\_\_\_\_
2. Date of Birth: \_\_\_\_\_
3. Age: \_\_\_\_\_ (Photo ID like ration card/passport/election card/UID/Driving License etc.)
4. Gender    Male:                      Female:
5. Qualification: \_\_\_\_\_
6. Nationality: \_\_\_\_\_
7. Postal Address with Pin code: \_\_\_\_\_  
\_\_\_\_\_
8. Residential Address: \_\_\_\_\_  
\_\_\_\_\_
9. Contact details:  
Home: \_\_\_\_\_                      Work: \_\_\_\_\_  
Mobile: \_\_\_\_\_                      Email: \_\_\_\_\_
10. Occupation: \_\_\_\_\_
11. Learner profile
12. Registration Number

**PART B (TRAINING)**

Please enter particulars of certificates, diplomas, etc. which you have received for formal courses, in –service training etc. (Please attach certified copies).

| <b>Name of Certificate/Diploma</b> | <b>Awardee Institution</b> | <b>Duration From (Date) to (Date)</b> |
|------------------------------------|----------------------------|---------------------------------------|
|                                    |                            |                                       |
|                                    |                            |                                       |
|                                    |                            |                                       |
|                                    |                            |                                       |
|                                    |                            |                                       |
|                                    |                            |                                       |

**PART C (EXPERIENCE)**

Please enter particulars of your experience in the field of competence.

| <b>Job title/Occupation</b> | <b>Institution</b> | <b>Years</b> |
|-----------------------------|--------------------|--------------|
|                             |                    |              |
|                             |                    |              |
|                             |                    |              |
|                             |                    |              |
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|                             |                    |              |

**PART D (ADDITIONAL INFORMATION)**

Please answer the following questions:

1. What are the important skills you have learnt from your own experience/prior learning?

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2. In what manner the skills possessed/ acquired by you would be beneficial for self/wage employment & raising your income?

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3. In what manner the skills acquired by you would be helpful to others

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4. What are your suggestions for further up gradation of your knowledge & skill?

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It is certified that the information furnished above is true to the best of my knowledge & belief.

**Documents attached:**

1. Application form
2. Copies of Certificates/Diplomas
3. Others (please specify)

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Signature of Applicant \_\_\_\_\_ Date: \_\_\_\_\_

Received by \_\_\_\_\_

(Signature & Seal of Competent Designated Authority)

**Submission of Evidence(s) by the Applicant**

Evidence is anything that supports the claim of the applicants that he/she is competent on a recognized learning outcome/performance against the set skill standard prescribed for acquiring self/wage employment. Type of evidence may include the following:

| <b>S. No</b> | <b>Types of Evidence</b>          | <b>Example</b>   |
|--------------|-----------------------------------|--|
| 1            | Direct demonstration /observation | Performance of task, or range of tasks, either in the workplace or in a simulated work environment, witnessed directly by an assessor.   |
| 2            | Indirect demonstration            | Use of photographs, videos etc., showing performance of a task.  |
| 3            | Review of products                | Models, items, objects that have been made, fixed or repaired by the candidate.  |
| 4            | Workplace documents / portfolios  | Written/verbal communication, posters, budgets, reports developed by the candidate. Collection of evidence compiled by the candidate, product with supporting document, historical evidence, journal, log book, information about life experiences etc.  |
| 5            | Questions-written and oral        | Asking the candidate about real or hypothetical situations to check understanding, task management and contingency management, skills as per the standard skill set prescribed for a self / wage employment. It may be short oral answer, discussion, multiple choice, self-demonstration, response to the scenarios, spot handling of implements / tools, knowledge of policy and procedures etc. |
| 6            | Assignments                       | Projects, reports, essays, personal skill demonstration  |
| 7            | Third party reports               | Documented and verified reports from superior, colleagues, subject expert, trainer or other, performance review, in-depth investigation, interview with employers, supervisors and peer group.   |
| 8            | Self-assessment                   | A candidate's personal statement on their performance (not generally sufficient in isolation).   |
| 9            | Simulation                        | Simulated activity to accommodate difficult to demonstrate criteria e.g. emergencies, contingencies, difficult behaviours etc.   |

### ANNEXURE-III

#### **Cost of Certification under “Farmer’s Capacity Assessment & Certification”**

(in Rupees)

| Minimum No. of farmers per / testing session / per year      | Cost of certification / Training (in Rupees) | Total Cost of certification for a size of 30 farmers @ Rs. 200/- per farmers / testing session. |
|--|--|---|
| 30 farmers from 3 blocks / year @10 farmers from each block. | 200  | 30 X 200 = 6,000/-  |

#### **Detailed break-up of cost Norms of Rs.200/- Per farmer towards Certification**

(Rs. per Farmer)

| S. No | Items   | Expenditure |
|-------|---|-------------|
| 1     | Payment to skill assessing / testing body                                     | 100         |
| 2     | Cost of stationery for application form / printing / skill testing            | 25          |
| 3     | Cost Certificate  | 15          |
| 4     | Hiring / arranging / equipment /tools required for assessment / demonstration | 20          |
| 5     | Transportation of Trainees / farmer to desired place.                         | 15          |
| 6     | Miscellaneous expenditure including tea / snacks etc.                         | 25          |
|       | Total   | 200         |

**ANNEXURE - IV**

| <b>Job Role Classification</b> |  |                |                         |                   |                                   |
|--------------------------------|--|----------------|-------------------------|-------------------|-----------------------------------|
| <b>S. No</b>                   | <b>Name of the QP Selected for RPL</b> | <b>QP Code</b> | <b>Type of job Role</b> | <b>NSQF Level</b> | <b>RPL Assessment Fee (in Rs)</b> |
| 1                              | Organic grower                         | AGR/Q1201      | Agriculture             | 4                 | 800                               |
| 2                              | Quality seed grower                    | AGR/Q7101      | Agriculture             | 4                 | 800                               |
| 3                              | FoCT                                   | AGR/Q5001      | Agriculture             | 3                 | 800                               |
| 4                              | Marine Capture Fisherman               | AGR/Q5001      | Agriculture             | 4                 | 800                               |
| 5                              | Dairy Farmer                           | AGR/Q4101      | Agriculture             | 4                 | 800                               |
| 6                              | Community Service Provider             | AGR/Q7603      | Service                 | 4                 | 800                               |
| 7                              | Sericulturist                          | AGR/Q4701      | Agriculture             | 4                 | 800                               |
| 8                              | Bee Keeper                             | AGR/Q4801      | Agriculture             | 4                 | 800                               |
| 9                              | Bamboo grower                          | AGR/Q6101      | Agriculture             | 4                 | 800                               |
| 10                             | Supply-chain field Assistant           | AGR/Q7801      | Agriculture             | 4                 | 800                               |
| 11                             | Warehouse Worker                       | AGR/Q7502      | Agriculture             | 3                 | 800                               |
| 12                             | Agriculture extension service Provider | AGR/Q7601      | Agriculture             | 4                 | 800                               |
| 13                             | Floriculturist protected cultivation   | AGR/Q0702      | Agriculture             | 4                 | 800                               |
| 14                             | Micro Irrigation Technician            | AGR/Q0301      | Technical               | 4                 | 1200                              |
| 15                             | Seed Processing worker                 | AGR/Q7102      | Agriculture             | 3                 | 800                               |
| 16                             | Solar pump technician                  | AGR/Q6701      | Technical               | 4                 | 1200                              |
| 17                             | Tractor Operator                       | AGR/Q1101      | Technical               | 4                 | 1200                              |
| 18                             | Poultry Broiler Farm worker            | AGR/Q4302      | Agriculture             | 3                 | 800                               |
| 19                             | Animal health worker                   | AGR/Q4804      | Service                 | 3                 | 800                               |