

Job Details	Qualifications Pack Code	MES/ Q 0804		
	Job Role	Ingest Executive This job role is applicable in both national and international scenarios		
	Credits(NSQF)	TBD	Version number	1.0
	Sector	Media and Entertainment	Drafted on	18/03/15
	Sub-sector	Television, Radio	Last reviewed on	25/03/15
	Occupation	Broadcast Operations / Technology	Next review date	24/03/17

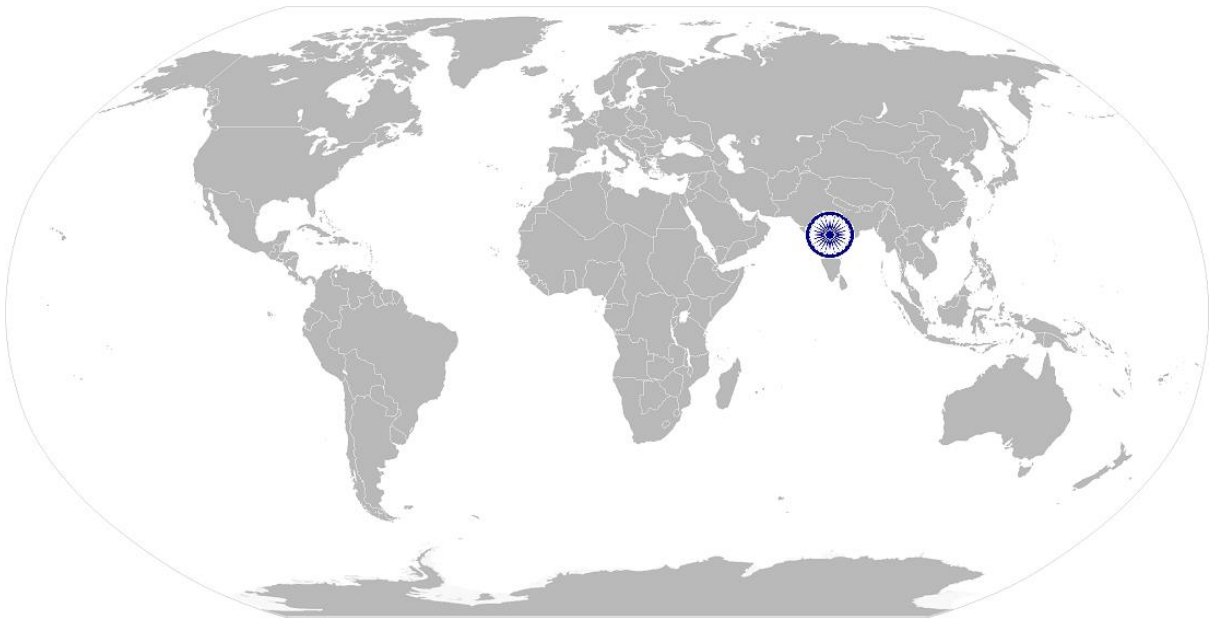
Job Role	Ingest Executive
Role Description	Manage ingest operations for a broadcaster
NSQF level	3
Minimum Educational Qualifications	Class X
Maximum Educational Qualifications	Graduate
Training (Suggested but not mandatory)	Broadcast engineering technology, Electrical and Telecommunications
Minimum Job Entry Age	18 years
Experience	0-2 years
Applicable National Occupational Standards (NOS)	<p>Compulsory:</p> <ol style="list-style-type: none"> MES / N 0801 (Develop skills and knowledge in broadcast operations/engineering) MES / N 0806 (Ingest content generated for production) MES / N 0809 (Operate broadcast systems) MES / N 0104 (Maintain workplace health and safety) <p>Optional: N.A.</p>
Performance Criteria	As described in the relevant OS units

Definitions

Keywords /Terms	Description
Archive	A repository where content produced is stored for further use
Ingest	Process of importing data into a digital storage system for future use
Leased Lines	A fiber connection used to connect, transfer and transmit data
Master Control Room	Central room from where broadcasting takes place
Meta tagging	Keywords describing content that can be used to search/find information from a website/server
Play-out systems	Equipment that transmits channels from the broadcaster's head end to subscribers
Satellite	Communications equipment used to receive/transmit audio and video signals
Server	A centralised computer that provides access to resources over a network
Signal	Radio waves carrying audio/video content to be dispersed to an audience
Switcher	A device used to combine or select audio/video signals for playout
Uplinking	A transmission path through which audio/video signals are sent for broadcasting
Waveform monitoring	An equipment used to measure the level and voltage of video signals
Target Audience	Set of individuals with similar characteristics that are prospective customers of the advertisers' product/service
Target Market	The geographic area over which the advertising campaign is focused
Sector	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.
Sub-sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
Vertical	Vertical may exist within a sub-sector representing different domain areas or the client industries served by the industry.
Occupation	Occupation is a set of job roles, which perform similar/related set of functions in an industry
Function	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.
Sub-functions	Sub-functions are sub-activities essential to fulfill the achieving the objectives of the function.
Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an organization.
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 they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
Performance Criteria	Performance Criteria 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 Code	Qualifications Pack Code is a unique reference code that identifies a qualifications pack.

Qualifications Pack(QP)	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.
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 the 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 the quality of performance required.
Knowledge and Understanding	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.
Organizational Context	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.
Technical Knowledge	Technical Knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
Core Skills/Generic Skills	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.
Keywords /Terms	Description
NOS	National Occupational Standard(s)
QP	Qualifications Pack
NSQF	National Skill Qualifications Framework
NVEQF	National Vocational Education Qualifications Framework
NVQF	National Vocational Qualifications Framework
TCP	Transmission Control
IP	Internet protocol
DSNG	Digital satellite news gathering
DG	Diesel generator
OB	Outside Broadcast

National Occupational Standard



Overview

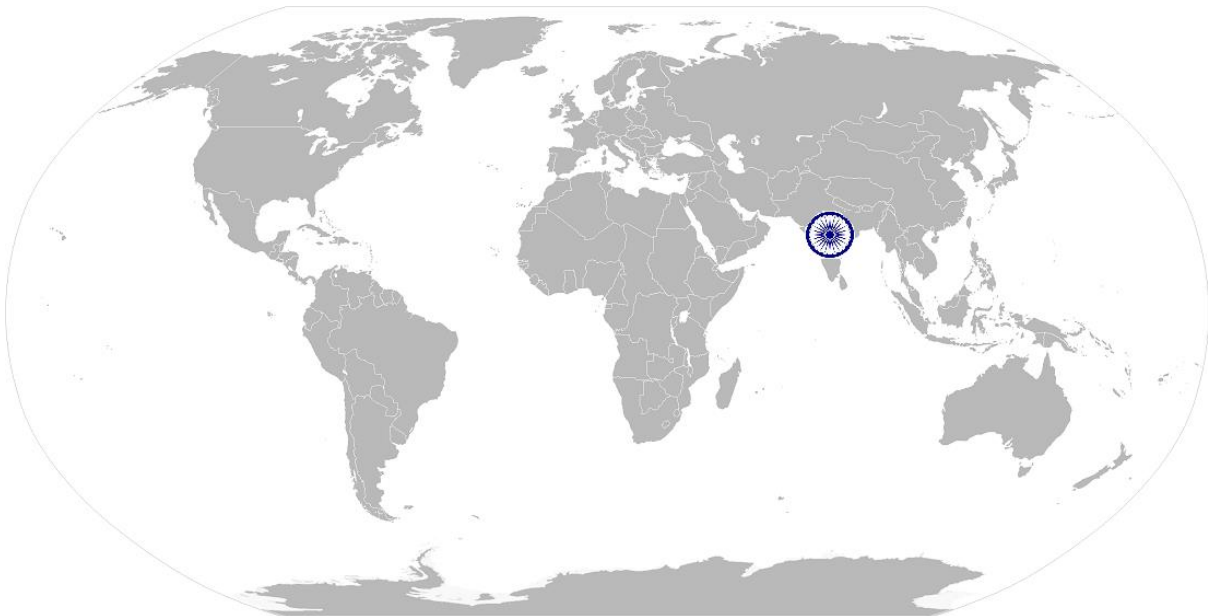
This unit is about maintaining and developing broadcast operations/engineering expertise

Unit Code	MES/ N 0801
Unit Title (Task)	Develop skills & knowledge in broadcast operations/engineering
Description	This OS unit is about maintaining and developing broadcast operations/engineering expertise
Scope	This unit/task covers the following: <ul style="list-style-type: none"> Understand skills & knowledge required in broadcast operations / engineering Develop skills & knowledge in broadcast operations / engineering
Performance Criteria (PC) w.r.t. the Scope	
Element	Performance Criteria
Understand skills & knowledge required in broadcast operations/ engineering	To be competent, the user/individual on the job must be able to: <ul style="list-style-type: none"> PC1. Identify required broadcast operations/engineering activities PC2. Evaluate the contribution of new broadcast operations/engineering theories, methods, and procedures, especially in terms of IT solutions to own organization and in relation to their job profile PC3. Understand audience and customer feedback, and suggestions from colleagues in a positive way
Develop skills & knowledge in broadcast operations /engineering	<ul style="list-style-type: none"> PC4. Monitor developments within broadcast engineering PC5. Attend professional development programs to update skills and knowledge PC6. Maintain and update expertise and knowledge at appropriate intervals and in ways that are appropriate to own job role
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: <ul style="list-style-type: none"> KA1. The broadcast objectives of the organization KA2. The broadcast equipment and applications being used by the organization, its use in broadcasting activities KA3. The roles and responsibilities of the production and operational departments, as relevant
B. Technical Knowledge	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> KB1. The type of expertise that is required for own broadcast engineering role KB2. The importance of keeping up-to-date with IT, practice and other broadcast operations/engineering developments KB3. The professional development programs that are available KB4. How to identify and obtain information on technological developments in broadcast systems, software and equipment, how they are used and what they can achieve KB5. The expertise of others in the profession KB6. The broadcast operations/engineering activities that could be used for different types of development objectives

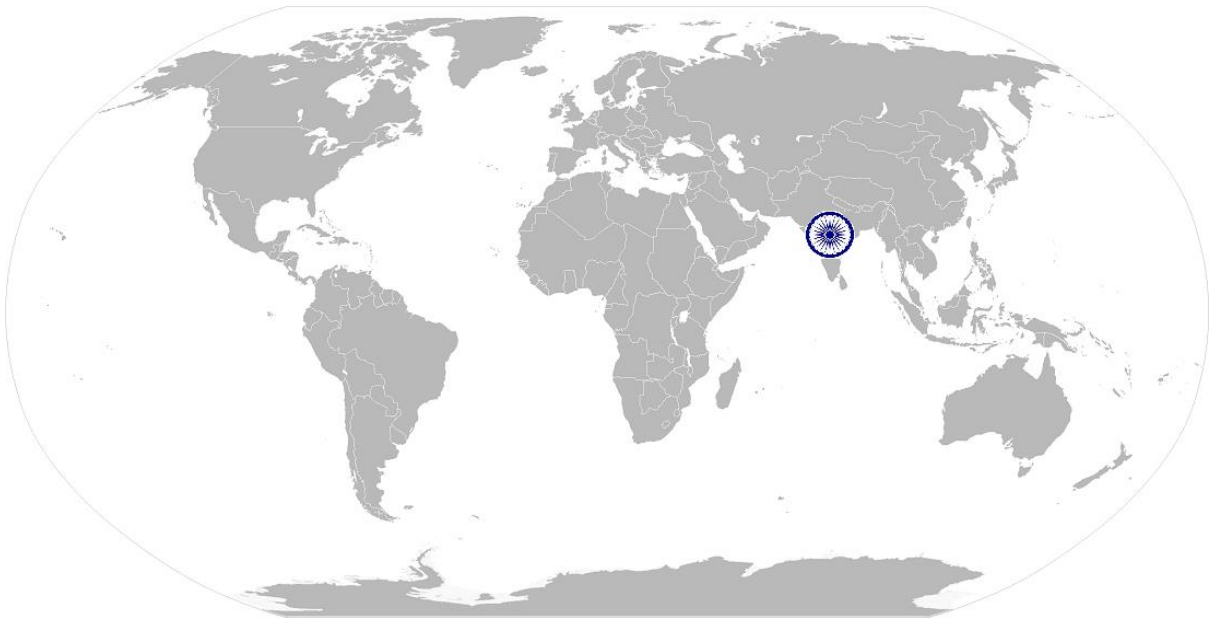
Skills (S) (Optional)	
A. Core Skills/ Generic Skills	Writing Skills
	The user/individual on the job needs to know and understand how to: SA1. Take notes to enhance learning of broadcast operations/engineering, where appropriate
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA2. Read and interpret information on technological developments in broadcast systems, software and equipment, how they are used and what they can achieve
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA3. Receive and understand feedback from customers, supervisors and peers positively
B. Professional Skills	Plan and Organize
	The user/individual on the job needs to know and understand how to: SB1. Manage schedule to ensure time is set aside for learning and skill development
	Critical Thinking
	The user/individual on the job needs to know and understand how to: SB2. Critically evaluate own skills & knowledge, and identify gaps/deficiencies therein
	Decision Making
	The user/individual on the job needs to know and understand how to: SB3. review and extract dimensional or statistical information from technical drawings
	Problem Solving
	The user/individual on the job needs to know and understand how to: SB4. Select, use and apply diagnostic techniques, tools and aids to locate faults
Customer Centricity	
	The user/individual on the job needs to know and understand how to: NA

NOS Version Control

NOS Code	MES / N 0801		
Credits(NSQF)	TBD	Version number	1.0
Sector	Media and Entertainment	Drafted on	18/03/15
Sub-sector	Television, Radio	Last reviewed on	25/03/15
Occupation	Broadcast Operations / Technology	Next review date	24/03/17



National Occupational Standard



Overview

This unit is about transferring content generated from various sources into in-house storage systems for production

MES/ N 0806

Ingest content generate for production

National Occupational Standard

Unit Code	MES/ N 0806
Unit Title (Task)	Ingest content generated for production
Description	This OS unit is about transferring content generated from various sources into in-house storage systems for production
Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> • Ingesting/ storing content and logging technical and descriptive meta-tags into a media asset management system • Ensure inputs are converted into appropriate formats for production • Transfer inputs into in-house servers
Performance Criteria (PC) w.r.t. the Scope	
Element	Performance Criteria
Ingesting/ storing content and logging technical and descriptive meta-tags into a media asset management system	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. Ensure transfer of all content (uncompressed, compressed and content in other formats) received for production. This could include:</p> <ol style="list-style-type: none"> Uncompressed audio/video data in standard definition (SD), high definition multimedia interface (HDMI) or analog formats Compressed audio/video using compression codecs - MPEG (Moving Picture Experts Group Phase 2) AVC(Advanced Video Coding) etc. Other formats such as Divx, XviD, MOV, AVI etc <p>PC2. Monitoring inputs (audio, video or still images) from all sources – satellite, lease lines, data kits, memory cards etc</p> <p>PC3. Estimate the time required to ingest the content files, prioritise and schedule content for ingesting</p>
Ensure inputs are converted into appropriate formats for production	<p>PC4. Convert content into relevant file formats and resolutions compatible with storage and production systems and software</p>
Transfer inputs into in-house servers	<p>PC5. Assign a unique id to each file, along with relevant tags/meta-tags to identify content in later stages of production</p> <p>PC6. Manage routine maintenance of ingest systems and troubleshoot issues, where required</p>
Knowledge and Understanding (K)	
B. Organizational Context (Knowledge of the company / organization and its processes)	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. The features of existing servers being used by the organization e.g. storage capacity, formats compatible, no. of channels linked, degree of automation etc.</p> <p>KA2. The entire content generation process including ingest, production, play out and archival</p> <p>KA3. The role and responsibilities of key departments to be liaised with especially content gathering and production, where the team would have maximum interaction</p> <p>KA4. The various sources of content and means of transfer e.g. through feeds, lease lines, broadband networks, satellite, memory cards, tapes, cell-phones,</p>

MES/ N 0806

Ingest content generate for production

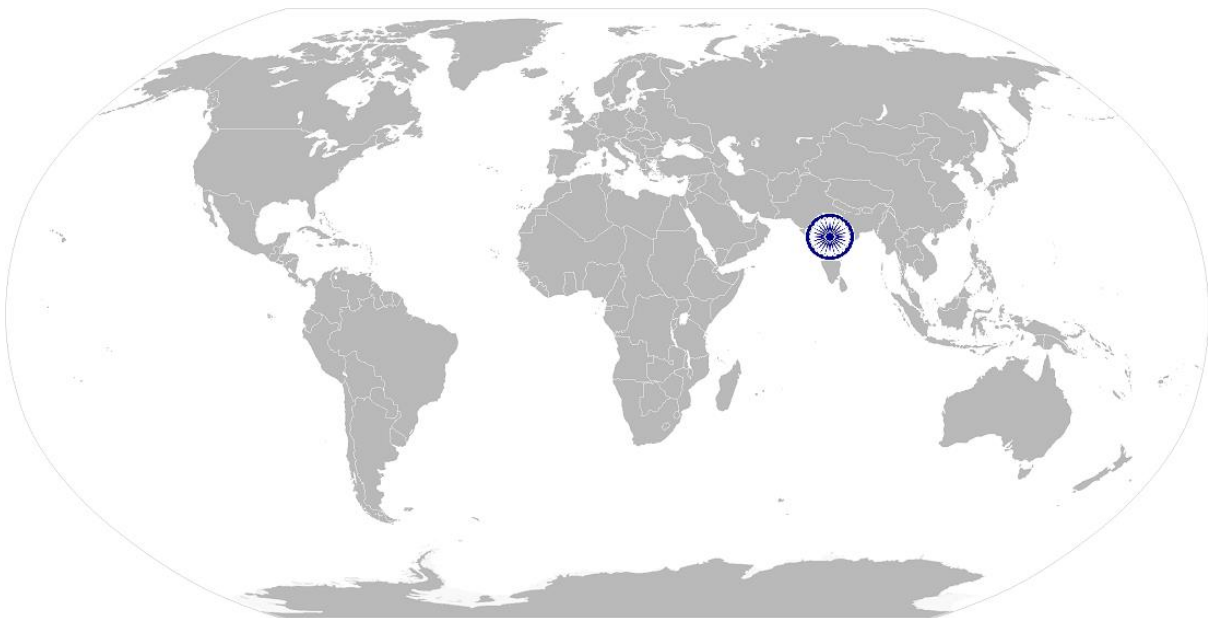
	digital cameras etc.
B. Technical Knowledge	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. Ingest procedures and workflow</p> <p>KB2. File format conversion methods and technologies</p> <p>KB3. Fundamentals of media management</p> <p>KB4. Fundamentals of TCP/IP networking</p> <p>KB5. How to estimate the time required for the ingesting each file</p> <p>KB6. How to prioritise and schedule files for ingest and make use of scheduling applications, where required</p> <p>KB7. How to carry out batch ingest requests</p> <p>KB8. Metatagging best practices and rules including date, description, category etc.</p> <p>KB9. The typical issues and failures that could arise during the ingest process</p> <p>KB10. Applicable health and safety guidelines</p>
Skills (S) (Optional)	
A. Core Skills/ Generic Skills	Writing Skills
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA1. Tag files ingested with appropriate descriptions, keywords etc. to enable identification</p> <p>SA2. Generate ingest reports and logs with list of files ingested along with relevant details such as date, ids, descriptions etc.</p> <p>SA3. Generate error reports and disseminate to user departments</p>
	Reading Skills
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA4. Read and interpret ingest logs to determine if the files have been transferred successfully</p>
	Oral Communication (Listening and Speaking skills)
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA5. Communicate with the content gathering teams to gather content that needs to be ingested and to gather information to be used for data tags etc.</p> <p>SA6. Communicate with other relevant production and programming teams to provide status on data ingested, clarify details, provide reports etc.</p>
B. Professional Skills	Plan and Organize
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB1. Plan ingest activities to ensure that content is available and meets production schedules</p>
	Analytical Thinking
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB2. Prioritise content to be ingested on the basis of estimated time for ingest, urgency etc.</p>

MES/ N 0806

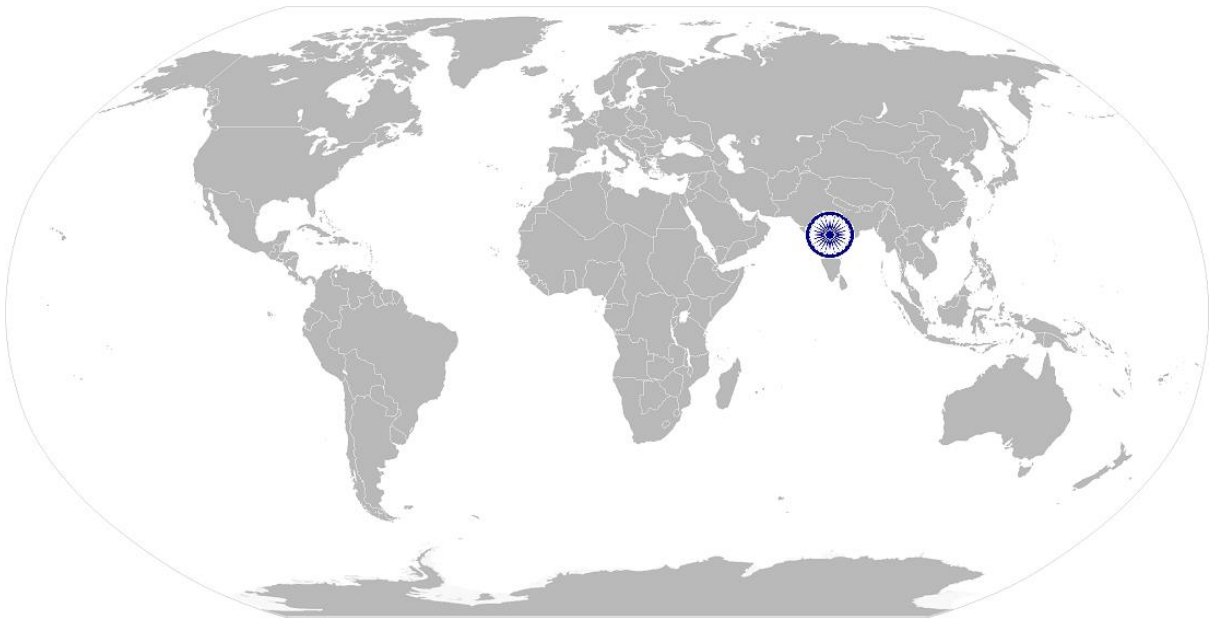
Ingest content generate for production

NOS Version Control

NOS Code	MES / N 0806		
Credits(NSQF)	TBD	Version number	1.0
Sector	Media and Entertainment	Drafted on	18/03/15
Sub-sector	Television, Radio	Last reviewed on	25/03/15
Occupation	Broadcast Operations / Technology	Next review date	24/03/17



National Occupational Standard



Overview

This unit is about operating broadcast systems to the expected quality and requirements of the broadcast output

MES/ N 0809

Operate broadcast systems

National Occupational Standard

Unit Code	MES/ N 0809
Unit Title (Task)	Operate broadcast systems
Description	This OS unit is about operating broadcast systems to the expected quality and requirements of the broadcast output
Scope	This unit/task covers the following: <ul style="list-style-type: none"> Operate broadcast systems
Performance Criteria (PC) w.r.t. the Scope	
Element	Performance Criteria
Operate broadcast systems	<p>PC1. Identify, research and understand the software and equipment required to operate broadcast systems effectively, within the context of the role</p> <p>PC2. Identify and be aware of appropriate methods, procedures and guidelines prior to operating broadcast systems</p> <p>PC3. Operate broadcast systems in various conditions (including studio operation, outside broadcast, post production, distribution and transmission), in line with production objectives</p> <p>PC4. Identify and rectify the causes of basic faults in broadcast systems and equipment, and bring problems to the attention of appropriate personnel</p>
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. The broadcast objectives of the organization</p> <p>KA2. The broadcast equipment and applications being used by the organization, and its use in broadcasting activities</p> <p>KA3. The roles and responsibilities of the production and operational departments</p>
B. Technical Knowledge	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. The purpose, benefits, limitations and risks of different equipment and software required for broadcast systems, and when appropriate to use them</p> <p>KB2. How to operate the broadcast systems, software and equipment required, in line with protocols</p> <p>KB3. How to connect broadcast systems and equipment to IT systems</p> <p>KB4. The organisational processes for ensuring physical and IT security of data and systems</p> <p>KB5. The techniques to ingest, wrangle and play out/export broadcast data or media</p> <p>KB6. The current industry protocols for metadata in relation to file transfer</p> <p>KB7. The types of problem that can occur with the operation of broadcast systems, and how to prioritise these problems</p> <p>KB8. The tools and techniques to identify and rectify the causes of basic faults in broadcast systems and equipment</p> <p>KB9. How to check the quality of outputs of the broadcast system using subjective and objective assessments of output picture and sound quality</p>
Skills (S) (Optional)	
A. Core Skills/ Generic Skills	Writing Skills

MES/ N 0809

Operate broadcast systems

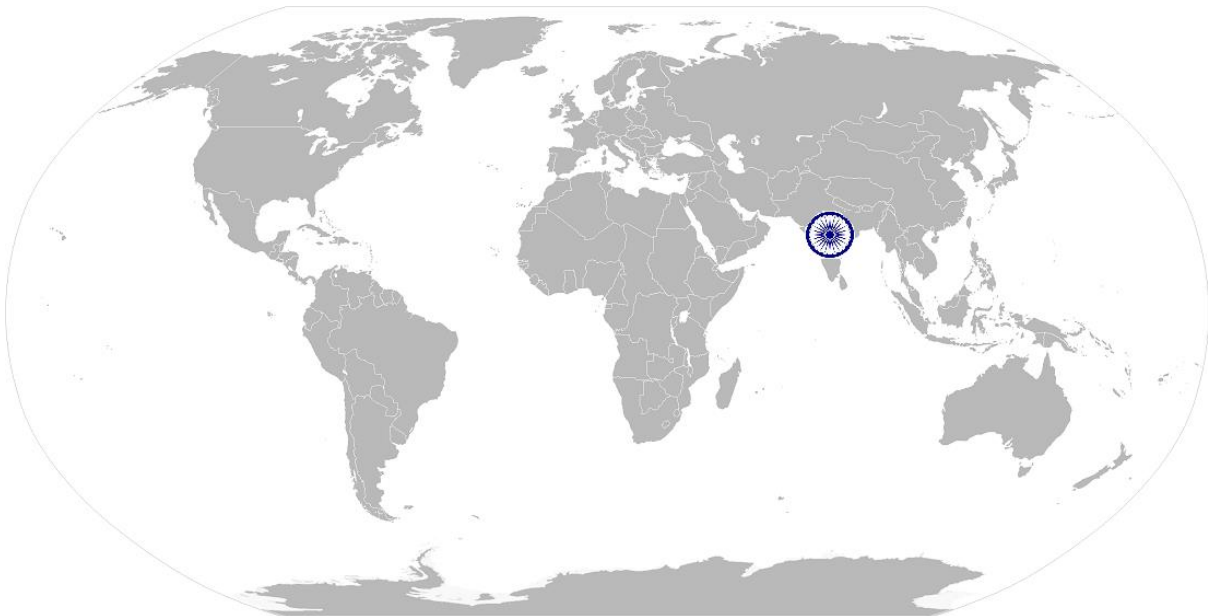
	The user/individual on the job needs to know and understand how to: SA1. Maintain reports for any repair/maintenance activities, data manipulation or file transfer activities undertaken
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA2. Read standard operating procedures and technical training manuals to understand how to operate broadcast equipment and software SA3. Read and interpret broadcast specifications, systems configurations, documentations etc
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA4. Liaise with relevant personnel to understand the technical requirements of the broadcast output SA5. Liaise with the operational staff to identify and diagnose any on-air/ off-air technical issues SA6. Liaise with IT staff to ensure broadcast systems are connected appropriately with IT systems SA7. Explain and discuss the impact of technical issues with relevant employees across the organization
	B. Professional Skills
	Plan and Organize
The user/individual on the job needs to know and understand how to: SB1. Plan for any repair/maintenance activities, data manipulation or file transfer activities, to ensure completion as per broadcast schedules	
Problem solving	
The user/individual on the job needs to know and understand how to: SB2. Identify, prioritize and rectify the causes of basic faults in broadcast systems and equipment	
Decision making	
The user/individual on the job needs to know and understand how to: SB3. Decide on appropriate levels of specification required for different broadcast situations	
Critical Thinking	
The user/individual on the job needs to know and understand how to: SB4. Identify interrelation of different broadcast systems	
Analytical Thinking	
The user/individual on the job needs to know and understand how to: SB5. Analysis different broadcast systems and techniques for identifying the benefits, weaknesses and implications of different solutions	
Customer Centricity	
The user/individual on the job needs to know and understand how to: NA	

MES/ N 0809

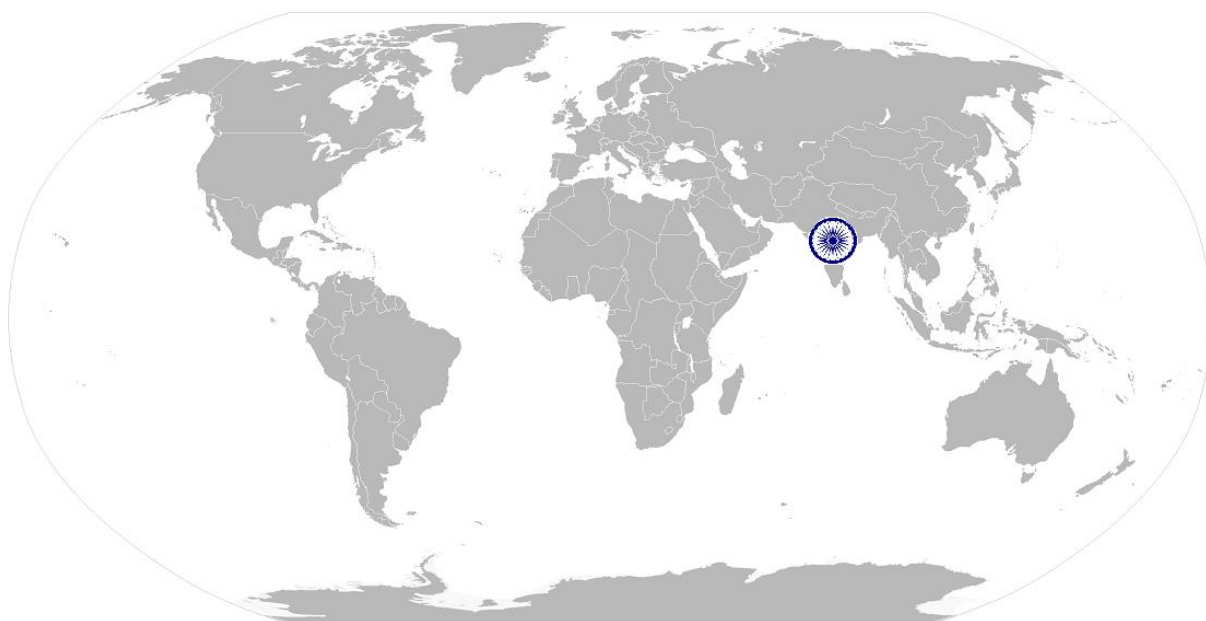
Operate broadcast systems

NOS Version Control

NOS Code	MES / N 0809		
Credits(NSQF)	TBD	Version number	1.0
Sector	Media and Entertainment	Drafted on	18/03/15
Sub-sector	Television, Radio	Last reviewed on	25/03/15
Occupation	Broadcast Operations / Technology	Next review date	24/03/17



National Occupational Standard



Overview

This unit is about contributing towards maintaining a healthy, safe and secure working environment

MES/ N 0104

Maintain workplace health and safety

National Occupational Standard

Unit Code	MES/ N 0104
Unit Title (Task)	Maintain workplace health and safety
Description	This OS unit is about contributing towards maintaining a healthy, safe and secure working environment
Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> • Understanding the health, safety and security risks prevalent in the workplace • Knowing the people responsible for health and safety and the resources available • Identifying and reporting risks • Complying with procedures in the event of an emergency
Performance Criteria (PC) w.r.t. the Scope	
Element	Performance Criteria
Understanding the risks prevalent in the workplace	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. Understand and comply with the organisation's current health, safety and security policies and procedures</p> <p>PC2. Understand the safe working practices pertaining to own occupation</p> <p>PC3. Understand the government norms and policies relating to health and safety including emergency procedures for illness, accidents, fires or others which may involve evacuation of the premises</p> <p>PC4. Participate in organization health and safety knowledge sessions and drills</p>
Knowing the people responsible for health and safety and the resources available	<p>PC5. Identify the people responsible for health and safety in the workplace, including those to contact in case of an emergency</p> <p>PC6. Identify security signals e.g. fire alarms and places such as staircases, fire warden stations, first aid and medical rooms</p>
Identifying and reporting risks	<p>PC7. Identify aspects of your workplace that could cause potential risk to own and others health and safety</p> <p>PC8. Ensure own personal health and safety, and that of others in the workplace through precautionary measures</p> <p>PC9. Identify and recommend opportunities for improving health, safety, and security to the designated person</p> <p>PC10. Report any hazards outside the individual's authority to the relevant person in line with organisational procedures and warn other people who may be affected</p>
Complying with procedures in the event of an emergency	<p>PC11. Follow organisation's emergency procedures for accidents, fires or any other natural calamity in case of a hazard</p> <p>PC12. Identify and correct risks like illness, accidents, fires or any other natural calamity safely and within the limits of individual's authority</p>
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. Organisation's norms and policies relating to health and safety</p> <p>KA2. Government norms and policies regarding health and safety and related emergency procedures</p> <p>KA3. Limits of authority while dealing with risks/ hazards</p> <p>KA4. The importance of maintaining high standards of health and safety at a workplace</p>

MES/ N 0104

Maintain workplace health and safety

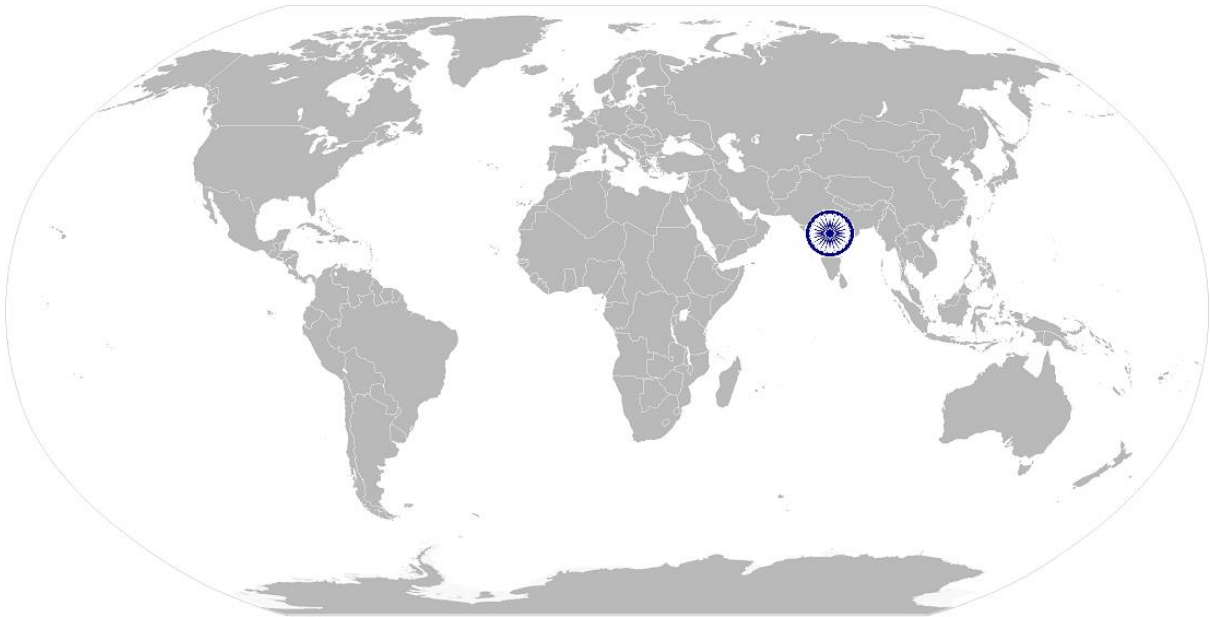
<p>B. Technical Knowledge</p>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. The different types of health and safety hazards in a workplace</p> <p>KB2. Safe working practices for own job role</p> <p>KB3. Evacuation procedures and other arrangements for handling risks</p> <p>KB4. Names and contact numbers of people responsible for health and safety in a workplace</p> <p>KB5. How to summon medical assistance and the emergency services, where necessary</p> <p>KB6. Vendors' or manufacturers' instructions for maintaining health and safety while using equipments, systems and/or machines</p>
<p>Skills (S) (Optional)</p>	
<p>A. Core Skills/ Generic Skills</p>	<p>Writing Skills</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SA1. How to write and provide feedback regarding health and safety to the concerned people</p> <p>SA2. How to write and highlight potential risks or report a hazard to the concerned people</p> <p>Reading Skills</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SA3. Read instructions, policies, procedures and norms relating to health and safety</p> <p>Oral Communication (Listening and Speaking skills)</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SA4. Highlight potential risks and report hazards to the designated people</p> <p>SA5. Listen and communicate information with all anyone concerned or affected</p>
<p>B. Professional Skills</p>	<p>Decision making</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB1. Make decisions on a suitable course of action or plan</p> <p>Plan and Organize</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB2. Plan and organize people and resources to deal with risks/ hazards that lie within the scope of one's individual authority</p> <p>Problem Solving</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB3. Apply problem solving approaches in different situations</p> <p>Critical Thinking</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB4. Understand hazards that fall within the scope of individual authority and report all hazards that may supersede one's authority</p> <p>SB5. Apply balanced judgements in different situations</p> <p>Customer Centricity</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB6. build and maintain positive and effective relationships with colleges and customers</p> <p>Analytical Thinking</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB7. analyze data and activities</p>

MES/ N 0104

Maintain workplace health and safety

NOS Version Control

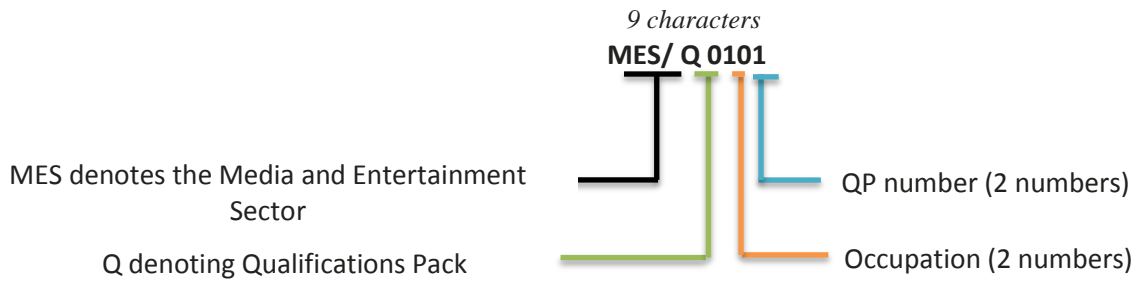
NOS Code	MES / N 0104		
Credits(NSQF)	TBD	Version number	1.0
Sector	Media and Entertainment	Drafted on	18/03/15
Sub-sector	Television	Last reviewed on	25/03/15
Occupation	Broadcast Operations / Technology	Next review date	24/03/17



Annexure

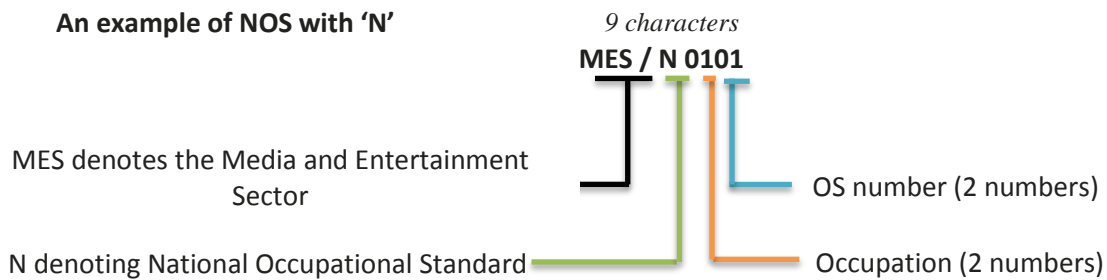
Nomenclature for QP and NOS

Qualifications Pack



Occupational Standard

An example of NOS with 'N'



[Back to top...](#)

The following acronyms/codes have been used in the nomenclature above:

Sub-sector	Range of Occupation numbers
...	...

Sequence	Description	Example
Three letters	Media and Entertainment	MES
Slash	/	/
Next letter	Whether QP or NOS	Q
Next two numbers	Broadcast Operations/ technology	08
Next two numbers	Ingest Executive	04

CRITERIA FOR ASSESSMENT OF TRAINEES

Job Role: Ingest Executive

Qualification Pack: MES Q 0804

Sector Skill Council: Media and Entertainment Skills Council

	NOS	NOS NAME	Weightage
1	MES/ N 0801	Develop skills and knowledge in broadcast operations/engineering	30%
2	MES/ N 0806	Ingest content generated for production	30%
3	MES/ N 0809	Operate the broadcast systems	30%
4	MES/ N 0104	Maintain workplace health and safety	10%
			100%

Guidelines for Assessment:

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each 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 PC.
2. The assessment for the theory & Practical part will be based on knowledge bank of questions created by the AA and approved by SSC.
3. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below)
4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on this criteria.
5. To pass the Qualification Pack , every trainee should score a minimum of 70% cumulatively (Theory and Practical).

Assessment Outcomes	Assessment Criteria for Outcomes	Total Mark	Out Of	Marks Allocation	
				Theory	Skills Practical
MES/ N 0801 (Develop skills and knowledge in broadcast operations/engineering)	PC1. Identify required broadcast operations/engineering activities	100	20	10	50
	PC2. Evaluate the contribution of new broadcast operations/engineering theories, methods, and procedures, especially in terms of IT solutions to own organization and in relation to their job profile		20	10	
	PC3. Understand audience and customer feedback, and suggestions from colleagues in a positive way		20	10	
	PC4. Monitor developments within broadcast engineering		20	10	
	PC5. Attend professional development programs to update skills and knowledge		10	5	
	PC6. Maintain and update expertise and knowledge at appropriate intervals and in ways that are appropriate to own job role		10	5	
	Total			100	
Assessment Outcomes	Assessment Criteria for Outcomes	Total Mark	Out Of	Theory	Skills Practical
MES/ N 0806 (Ingest content generated for production)	PC1. Ensure transfer of all content (uncompressed, compressed and content in other formats) received for production. This could include: a. Uncompressed audio/video data in standard definition (SD), high definition multimedia interface (HDMI) or analog formats b. Compressed audio/video using compression codecs - MPEG (Moving Picture Experts Group Phase), AVC(Advanced Video Coding) etc. c. Other formats such as DivX, XviD, MOV, AVI etc.	100	20	10	50
	PC2. Monitoring inputs (audio, video or still images) from all sources – satellite, lease lines, data kits, memory cards etc.		20	10	
	PC3. Estimate the time required to ingest the content files, priorities and schedule content for ingesting		20	10	
	PC4. Convert content into relevant file formats and resolutions compatible with storage and production systems and software		20	10	
	PC5. Assign a unique id to each file, along with relevant tags/meta-tags to identify content in later stages of production		10	5	
	PC6. Manage routine maintenance of ingest systems and troubleshoot issues, where required		10	5	
	Total			100	

Assessment Outcomes	Assessment Criteria for Outcomes	Total Mark	Out Of	Marks Allocation	
				Theory	Skills Practical
MES/ N 0809 (Operate the broadcast systems)	PC1. Identify, research and understand the software and equipment required to operate broadcast systems effectively, within the context of the role	100	30	15	50
	PC2. Identify and be aware of appropriate methods, procedures and guidelines prior to operating broadcast systems		30	15	
	PC3. Operate broadcast systems in various conditions (including studio operation, outside broadcast, post production, distribution and transmission), in line with production objectives		20	10	
	PC4. Identify and rectify the causes of basic faults in broadcast systems and equipment, and bring problems to the attention of appropriate personnel		20	10	
		Total	100	50	50
Assessment outcomes	Assessment criteria for outcomes	Total mark	Out of	Theory	Skills Practical
MES/ N 0104 (Maintain workplace health and safety)	PC1. Understand and comply with the organisation's current health, safety and security policies and procedures.	100	10	5	50
	PC2. Understand the safe working practices pertaining to own occupation.		10	5	
	PC3. Understand the government norms and policies relating to health and safety including emergency procedures for illness, accidents, fires or others which may involve evacuation of the premises.		5	3	
	PC4. Participate in organization health and safety knowledge sessions and drills.		5	2	
	PC5. Identify the people responsible for health and safety in the workplace, including those to contact in case of an emergency.		10	5	
	PC6. Identify security signals e.g. fire alarms and places such as staircases, fire warden stations, first aid and medical rooms.		10	5	
	PC7. Identify aspects of your workplace that could cause potential risk to own and others health and safety.		10	5	
	PC8. Ensure own personal health and safety, and that of others in the workplace through precautionary measures.		10	5	
	PC9. Identify and recommend opportunities for improving health, safety, and security to the designated person.		5	3	

	PC10. Report any hazards outside the individual's authority to the relevant person in line with organisational procedures and warn other people who may be affected.		10	5	
	PC11. Follow organisation's emergency procedures for accidents, fires or any other natural calamity in case of a hazard.		10	5	
	PC12. Identify and correct risks like illness, accidents, fires or any other natural calamity safely and within the limits of individual's authority.		5	2	
		Total	100	50	50