

## Qualification Pack

# Basics of Personal Hygiene

QP Code: BWS/N9021

Version: 1.0

NSQF Level: 2

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## Qualification Pack

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## Qualification Pack

### BWS/N9021: Basics of Personal Hygiene

#### Brief Job Description

Good hygiene practices play a crucial role in preventing the spread of infections and promoting good health. This NOS is about understanding the importance of personal hygiene and effectively implementing its practices.

#### Personal Attributes

undefined

#### Applicable National Occupational Standards (NOS)

#### Compulsory NOS:

1. [BWS/N9021: Basics of Personal Hygiene](#)

#### Qualification Pack (QP) Parameters

<b>Sector</b>	Beauty & Wellness
<b>Sub-Sector</b>	
<b>Occupation</b>	Generic
<b>Country</b>	
<b>NSQF Level</b>	2
<b>Credits</b>	1.25
<b>Aligned to NCO/ISCO/ISIC Code</b>	
<b>Minimum Educational Qualification &amp; Experience</b>	Ability to read and write
<b>Minimum Level of Education for Training in School</b>	
<b>Pre-Requisite License or Training</b>	NA
<b>Minimum Job Entry Age</b>	Years
<b>Last Reviewed On</b>	NA

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<b>Next Review Date</b>	25/07/2029
<b>NSQC Approval Date</b>	23/12/2024
<b>Version</b>	1.0
<b>Reference code on NQR</b>	NG-02-BW-02916-2024-V1-BWSSC,v1.0
<b>NQR Version</b>	1.0

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### BWS/N9021: Basics of Personal Hygiene

#### Description

Good hygiene practices play a crucial role in preventing the spread of infections and promoting good health. This NOS is about understanding the importance of personal hygiene and effectively implementing its practices.

#### Scope

The scope covers the following :

- Overview of Personal Hygiene
- Personal Hygiene Good Practices
- Clothing, personal belongings and environment hygiene

#### Elements and Performance Criteria

##### *Overview of Personal Hygiene*

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

- PC1.** provide a concise and accurate definition of personal hygiene
- PC2.** understand its broader scope for individuals and communities
- PC3.** list the primary components of personal hygiene
- PC4.** develop understanding of the significance of good personal hygiene for internal and external well being
- PC5.** discuss practical relevance of the concept of personal hygiene to everyday life
- PC6.** utilize the knowledge necessary to improve the general hygiene routine
- PC7.** explain how to maintain personal hygiene and contribute actively to the community
- PC8.** understand that poor hygiene practices can cause discomfort and infections
- PC9.** identify personal hygiene good practices and the need to improve or maintain them

##### *Personal Hygiene Good Practices*

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

- PC10.** provide a list of various components of good hygiene practice
- PC11.** demonstrate understanding of specific hygiene practices associated with each component
- PC12.** comprehend good practices in bathing/showering and effectively manage body odor
- PC13.** establish practices and develop ability to utilize handrub, handwash technique and hand care regime
- PC14.** practice good hair care regime for clean, well-kept and healthy hair
- PC15.** demonstrate a solid understanding of dental care and hygiene
- PC16.** establish tips to keep feet and nails hygiene in check and provide better care
- PC17.** describe excellent toilet hygiene techniques to prevent spread of infections
- PC18.** practice coughing & sneezing etiquettes

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**PC19.** demonstrate effective management of common scalp and skin conditions such as acne, dandruff, itchy scalp and lice infestation

**PC20.** identify personal hygiene practices to prevent common infections including viruses and bacteria, and reduce the risk of cross contamination in the environment

### *Clothing, Personal Belongings and Environment Hygiene*

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

**PC21.** understand the Importance of clean and hygienic living environments

**PC22.** explain cleaning and disinfection techniques for home and personal belongings

**PC23.** describe laundering, sorting, washing, drying, and folding techniques for clothing

**PC24.** provide tips to keep personal spaces (bed/wardrobe/bathroom/living room) clean and organized

**PC25.** explain waste and recycling materials disposal methods

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

**KU1.** basic structure and functioning of the community to educate

**KU2.** importance of personal hygiene and wellbeing in the community

**KU3.** essential hygiene or personal care regimen

**KU4.** relevant protocols, good practices, standards and procedures related to personal hygiene

**KU5.** common hand, nail, foot, bathing, skin, oral/dental hygiene practices

**KU6.** standard handwashing technique and hand care

**KU7.** common bacterial & fungal infections

**KU8.** problems related with not following good hygiene practices

**KU9.** basics of cleaning and organization of personal spaces

**KU10.** common hygiene products - soaps/body wash/handwash, detergents, sanitizer, disinfectants utilized in households

**KU11.** waste categories and disposal provisions and methods

**KU12.** common clothing types and fabric care

## Generic Skills (GS)

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

**GS1.** read and write effectively

**GS2.** communicate efficiently with the people to maintain the comfort and welfare

**GS3.** keep the learners informed of the techniques and procedures

**GS4.** create and maintain a positive learning environment

**GS5.** use effective listening skills

**GS6.** be polite and courteous with all learners at all times

**GS7.** be clear and loud while instructing

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**GS8.** avoid using jargon, slang or acronyms when communicating

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### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Overview of Personal Hygiene</i>	<b>50</b>	<b>50</b>	-	-
<b>PC1.</b> provide a concise and accurate definition of personal hygiene	-	-	-	-
<b>PC2.</b> understand its broader scope for individuals and communities	-	-	-	-
<b>PC3.</b> list the primary components of personal hygiene	-	-	-	-
<b>PC4.</b> develop understanding of the significance of good personal hygiene for internal and external well being	-	-	-	-
<b>PC5.</b> discuss practical relevance of the concept of personal hygiene to everyday life	-	-	-	-
<b>PC6.</b> utilize the knowledge necessary to improve the general hygiene routine	-	-	-	-
<b>PC7.</b> explain how to maintain personal hygiene and contribute actively to the community	-	-	-	-
<b>PC8.</b> understand that poor hygiene practices can cause discomfort and infections	-	-	-	-
<b>PC9.</b> identify personal hygiene good practices and the need to improve or maintain them	-	-	-	-
<i>Personal Hygiene Good Practices</i>	-	-	-	-
<b>PC10.</b> provide a list of various components of good hygiene practice	-	-	-	-
<b>PC11.</b> demonstrate understanding of specific hygiene practices associated with each component	-	-	-	-
<b>PC12.</b> comprehend good practices in bathing/showering and effectively manage body odor	-	-	-	-
<b>PC13.</b> establish practices and develop ability to utilize handrub, handwash technique and hand care regime	-	-	-	-



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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC14.</b> practice good hair care regime for clean, well-kept and healthy hair	-	-	-	-
<b>PC15.</b> demonstrate a solid understanding of dental care and hygiene	-	-	-	-
<b>PC16.</b> establish tips to keep feet and nails hygiene in check and provide better care	-	-	-	-
<b>PC17.</b> describe excellent toilet hygiene techniques to prevent spread of infections	-	-	-	-
<b>PC18.</b> practice coughing & sneezing etiquettes	-	-	-	-
<b>PC19.</b> demonstrate effective management of common scalp and skin conditions such as acne, dandruff, itchy scalp and lice infestation	-	-	-	-
<b>PC20.</b> identify personal hygiene practices to prevent common infections including viruses and bacteria, and reduce the risk of cross contamination in the environment	-	-	-	-
<i>Clothing, Personal Belongings and Environment Hygiene</i>	-	-	-	-
<b>PC21.</b> understand the Importance of clean and hygienic living environments	-	-	-	-
<b>PC22.</b> explain cleaning and disinfection techniques for home and personal belongings	-	-	-	-
<b>PC23.</b> describe laundering, sorting, washing, drying, and folding techniques for clothing	-	-	-	-
<b>PC24.</b> provide tips to keep personal spaces (bed/wardrobe/bathroom/living room) clean and organized	-	-	-	-
<b>PC25.</b> explain waste and recycling materials disposal methods	-	-	-	-
<b>NOS Total</b>	<b>50</b>	<b>50</b>	-	-

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### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	BWS/N9021
<b>NOS Name</b>	Basics of Personal Hygiene
<b>Sector</b>	Beauty & Wellness
<b>Sub-Sector</b>	
<b>Occupation</b>	Generic
<b>NSQF Level</b>	2
<b>Credits</b>	1.25
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	25/07/2024
<b>Next Review Date</b>	25/07/2027
<b>NSQC Clearance Date</b>	25/07/2024

## Assessment Guidelines and Assessment Weightage

### Assessment Guidelines

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 part will be based on knowledge bank of questions created by the SSC
3. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/option NOS/set of NOS.
4. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below)
5. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/ training center based on this criteria
6. To pass the Qualification Pack , every trainee should score a minimum of 50% in aggregate for level 3 & below and 70% in aggregate for level 4 & above.
7. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack.

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**Minimum Aggregate Passing % at QP Level : 50**

(Please note: Every Trainee should score a minimum aggregate passing percentage as specified above, to successfully clear the Qualification Pack assessment.)

## Assessment Weightage

Compulsory NOS

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
BWS/N9021.Basics of Personal Hygiene	50	50	-	-	100	100
<b>Total</b>	<b>50</b>	<b>50</b>	<b>-</b>	<b>-</b>	<b>100</b>	<b>100</b>

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### Acronyms

<b>NOS</b>	National Occupational Standard(s)
<b>NSQF</b>	National Skills Qualifications Framework
<b>QP</b>	Qualifications Pack
<b>TVET</b>	Technical and Vocational Education and Training

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### Glossary

<b>Sector</b>	Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
<b>Sub-sector</b>	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
<b>Occupation</b>	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
<b>Job role</b>	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.
<b>Occupational Standards (OS)</b>	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the Knowledge and Understanding (KU) they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
<b>Performance Criteria (PC)</b>	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.
<b>National Occupational Standards (NOS)</b>	NOS are occupational standards which apply uniquely in the Indian context.
<b>Qualifications Pack (QP)</b>	QP comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A QP is assigned a unique qualifications pack code.
<b>Unit Code</b>	Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N'
<b>Unit Title</b>	Unit title gives a clear overall statement about what the incumbent should be able to do.
<b>Description</b>	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.
<b>Scope</b>	Scope is a set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on quality of performance required.

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<b>Knowledge and Understanding (KU)</b>	Knowledge and Understanding (KU) are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard.
<b>Organisational Context</b>	Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.
<b>Technical Knowledge</b>	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
<b>Core Skills/ Generic Skills (GS)</b>	Core skills or Generic Skills (GS) are a group of skills that are the key to learning and working in today's world. These skills are typically needed in any work environment in today's world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles.
<b>Electives</b>	Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives.
<b>Options</b>	Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options.