

QUALIFICATIONS PACK - OCCUPATIONAL STANDARDS FOR TEXTILE SECTOR



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

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Introduction

Qualifications Pack – Blowroom Operator

SECTOR: TEXTILE

SUB-SECTOR: SPINNING

OCCUPATION: SPINNING PREPARATORY

REFERENCE ID: TSC/Q 0101

ALIGNED TO: NCO-2004 / 7431.10

Brief Job Description: A blowroom operator is responsible to carry out activities in the sequence of machines in blowroom department. A blowroom operator should be able to operate the sequence of machines in blowroom department, carry out routine cleaning and preventive maintenance activities, ensuring proper functioning of all machines thus ensuring the opened and cleaned fibre gets transported to the carding department via chute/lap feed system.

Personal Attributes: This job requires the individual to have thorough knowledge in process flow and material flow in a textile mill for yarn production and should be able to know the important functions and operations of all the machines in blowroom department.

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|--------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-------------------------|-----------------|
| Job Details | Qualifications Pack Code | TSC/Q 0101 | | |
| | Job Role | Blowroom Operator | | |
| | Credits (NSQF) | TBD | Version number | 1.0 |
| | Sector | Textile | Drafted on | 15/12/14 |
| | Sub-sector | Spinning | Last reviewed on | 22/01/15 |
| | Occupation | Spinning Preparatory | Next review date | 01/03/16 |
| | Job Role | Blow Room Operator | | |
| Role Description | To operate the sequence of machines in blowroom department, carry out routine cleaning and preventive maintenance activities, ensuring proper functioning of all machines thus ensuring the opened and cleaned material gets transported to the carding department via chute/lap feed system. | | | |
| NSQF level | 4 | | | |
| Minimum Educational Qualifications | 5 th standard, preferably | | | |
| Maximum Educational Qualifications | N/A | | | |
| Training (Suggested but not mandatory) | Not Applicable | | | |
| Experience | Preferably 1-2 years of work experience in a textile mill. | | | |
| National Occupational Standards (NOS) | <p>Compulsory:</p> <ol style="list-style-type: none"> TSC/ N0101 Taking charge of shift and handing over shift to operator TSC/N0102 (Operating Machines in blowroom) TSC/N0103 (Tenting, cleaning and maintenance responsibilities in blowroom) TSC/ N9001 Maintain work area, tools and machines TSC/ N9002 Working in a team TSC/ N9003 Maintain health, safety and security at workplace TSC/ N9004 Comply with industry and organizational requirement <p>Optional: Not Applicable</p> | | | |
| Performance Criteria | As described in the relevant OS units | | | |

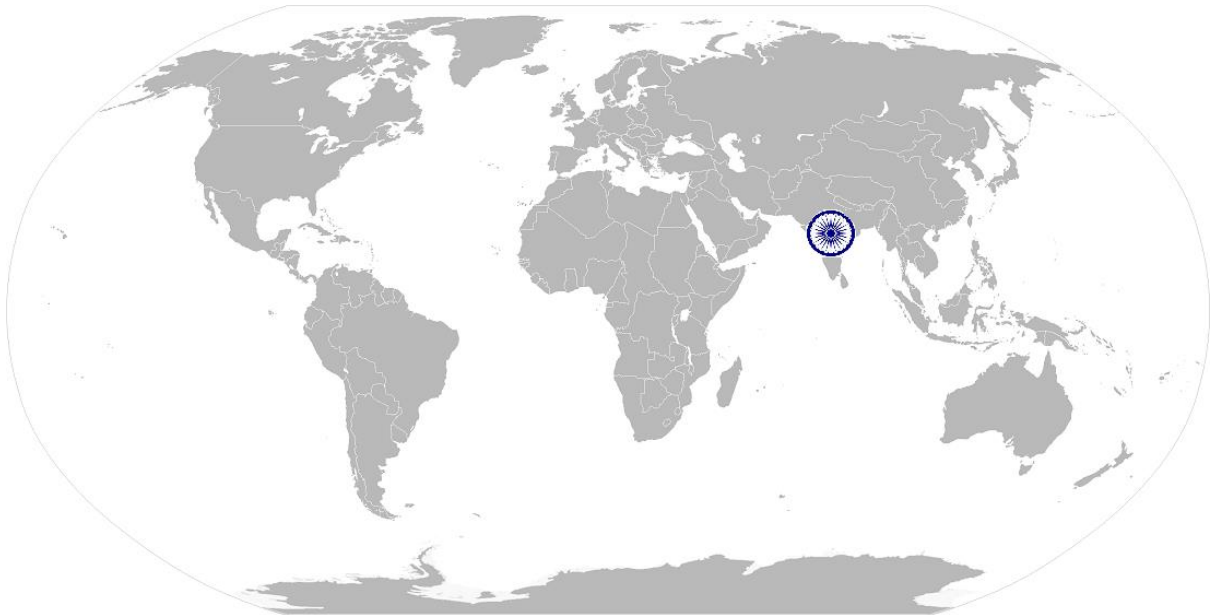
Glossary of Key Terms

| Definitions | Keywords /Terms | Description |
|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | 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 OS unit, which can be denoted with either an 'O' or an 'N'. | |
| Unit Title | Unit Title gives a clear overall statement about what the incumbent should be able to do. | |

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| 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 |
| SSC | Sector Skill Council |
| OS | Occupational Standard(s) |
| NOS | National Occupational Standard(s) |
| QP | Qualifications Pack |
| NSQF | National Skill Qualification Framework |
| NCO | National Classification of Occupations |
| TBD | To Be Determined |
| TSC | Textile Sector Skill Council |
| NSDC | National Skill Development Corporation |

Acronyms

National Occupational Standard



Overview

This unit is about taking charge of shift from previous shift operator and relieving the responsibilities to the next shift operator

TSC/ N0101 Taking charge of shift and handing over shift to operator

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| Unit Code | TSC/N 0101 |
| Unit Title (Task) | Taking charge of shift and handing over shift to operator |
| Description | This unit is about taking charge of shift from previous shift operator and relieving the responsibilities to the next shift operator |
| Scope | <p>This unit/task covers the following:</p> <ul style="list-style-type: none"> ▪ taking charge of shift ▪ handing over shift |
| Performance Criteria (PC) w.r.t. the Scope | |
| Elements | Performance Criteria |
| taking charge of shift | <p>To be competent, you should be able to:</p> <p>PC1. come at least 10 - 15 minutes earlier to the work spot</p> <p>PC2. bring the necessary operational tools to the department</p> <p>PC3. meet the previous shift operator and discuss with him/ her regarding the issues faced by them with respect to the quality or production or spare or safety or any other specific instruction etc.</p> <p>PC4. understand the mixing followed, count produced, followed in the blowroom for his allocated machines</p> <p>PC5. ensure the technical details are mentioned in the display board in the blowroom machine</p> <p>PC6. check the availability of bales with technical details mentioned regarding the type of material used for producing a particular type of yarn</p> <p>PC7. check the fibre tuft passage and proper transportation of fibre tufts to carding department via chute/lap feed system</p> <p>PC8. ensure proper functioning of blowroom machine parts and variations if any should be discussed with operator and reported to superiors</p> <p>PC9. check the cleanliness of the machines & other work areas</p> <p>PC10. check whether any spare/raw material/ tool / yarn / any other material are thrown under the machines or in the other work areas.</p> <p>PC11. question the previous shift operator for any deviation in the above and should bring the same to the knowledge of his/ her shift superior as well that of the previous shift as well.</p> <p>PC12. ensure the wastes collection boxes are empty while taking charge of shift</p> <p>PC13. ensure the work spot is clean</p> |
| handing over shift | <p>PC14. hand over the shift to the incoming blow room operator in a proper manner</p> <p>PC15. ensure in providing the details regarding mixing followed, count produced, followed in the blowroom machines</p> <p>PC16. provide all relevant information regarding the count produced, damaged machine parts if any</p> <p>PC17. get clearance from the incoming counterpart before leaving the work spot</p> <p>PC18. report to his/ her shift superiors as well as that of the incoming shift operator in case his/ her counterpart doesn't report for the incoming shift</p> <p>PC19. ensure the shift has to be properly handed over to the incoming shift operator</p> <p>PC20. report to his/ her shift superior about the quality / production / safety issues/ any other issue faced in his/ her shift and should leave the department only</p> |

TSC/ N0101

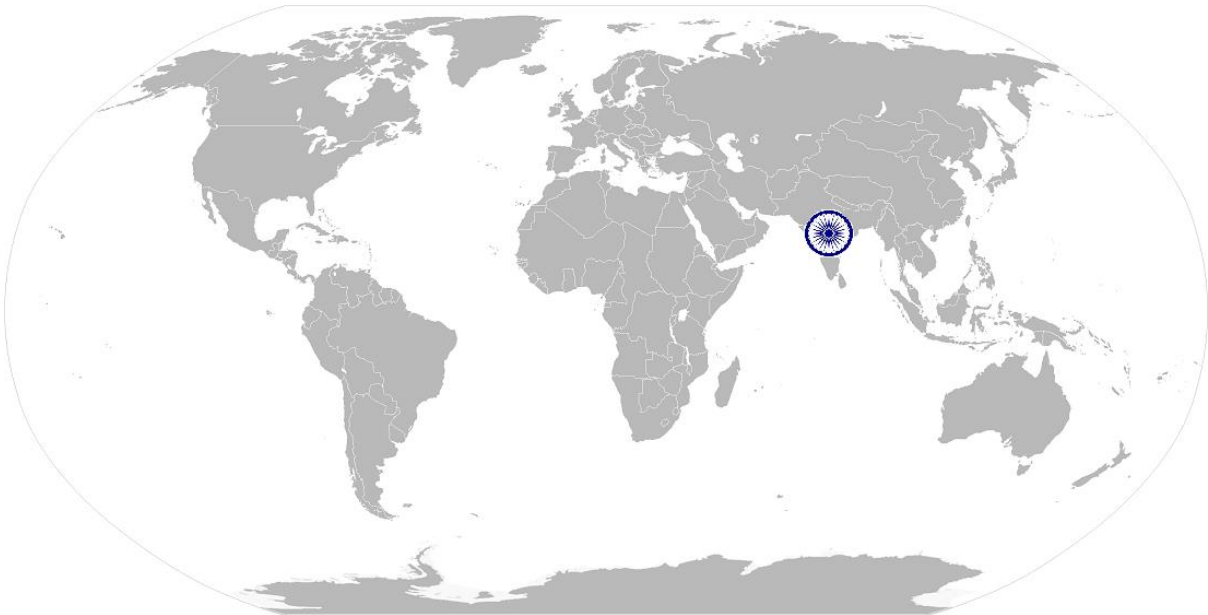
Taking charge of shift and handing over shift to operator

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| | <p>after getting concurrence for the same from his/ her superiors</p> <p>PC21. collect the wastes from waste collection bags, weigh them and transport to storage area</p> <p>PC22. ensure the work spot is clean</p> |
| <p>Knowledge and Understanding (K)</p> | |
| <p>A. Organizational Context (Knowledge of the company/ organization and its processes)</p> | <p>You need to know and understand:</p> <p>KA1. personal hygiene and duty of care</p> <p>KA2. safe working practices and organizational standard operating procedures</p> <p>KA3. limits of your own responsibility</p> <p>KA4. ways of resolving with problems within the work area</p> <p>KA5. the production process and the specific work activities that relate to the whole process</p> <p>KA6. the importance of effective communication with supervisors</p> <p>KA7. the lines of communication, authority and reporting procedures</p> <p>KA8. the organization's rules, codes and guidelines (including timekeeping)</p> <p>KA9. the company's quality standards</p> <p>KA10. the importance of complying with written instructions</p> <p>KA11. equipment operating procedures / supervisor's instructions</p> |
| <p>B. Technical Knowledge</p> | <p>You need to know and understand:</p> <p>KB1. the importance of</p> <ul style="list-style-type: none"> • types of fibres • types of yarn • yarn count <p>KB2. process flow in a textile mill</p> <p>KB3. material flow in a textile mill</p> <p>KB4. importance of mixing, count change</p> <p>KB5. functions of different machines in blowroom</p> <p>KB6. importance of colour coding followed for different counts in textile mill</p> <p>KB7. knowledge of waste collection system & equipments used</p> <p>KB8. importance of material handling and types of material handling equipments used</p> <p>KB9. importance of cleanliness at workplace</p> <p>KB10. functions and methodology for operating different material handling equipments</p> <p>KB11. understanding the functions of different signal lamps</p> <p>KB12. guidelines for operating the different sequence of machines in blowroom</p> <p>KB13. guidelines for taking charge of shift from previous shift operator</p> <p>KB14. guidelines for handing over the shift to the next shift operator</p> <p>KB15. safety procedures to be followed in blowroom</p> |
| <p>Skills (S)</p> | |
| <p>A. Core Skills/ Generic Skills</p> | <p>The individual must be able to :</p> <p>SA1. write clear and short sentences.</p> <p>SA2. plan and manage work routine based on company procedure</p> |
| <p>B. Professional Skills</p> | <p>You need to know and understand how to:</p> <p>SB1. patrol around the blowroom department and identify proper functioning of</p> |

TSC/ N0101

Taking charge of shift and handing over shift to operator

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| | <p>machines</p> <p>SB2. procedure for operating different material handling tools and equipments</p> <p>SB3. procedure for patrolling around the blowroom departments and identifying worn out or damaged machine parts</p> <p>SB4. maintain neatness at work</p> |
| <p>A. Technical Skills</p> | <p>You need to know and understand how to:</p> <p>SC1. functions of different machines in blowroom</p> <p>SC2. Use the safety procedures to be followed in blowroom</p> <p>SC3. procedure for operating different material handling tools and equipments</p> <p>SC4. maintain neatness at work</p> |

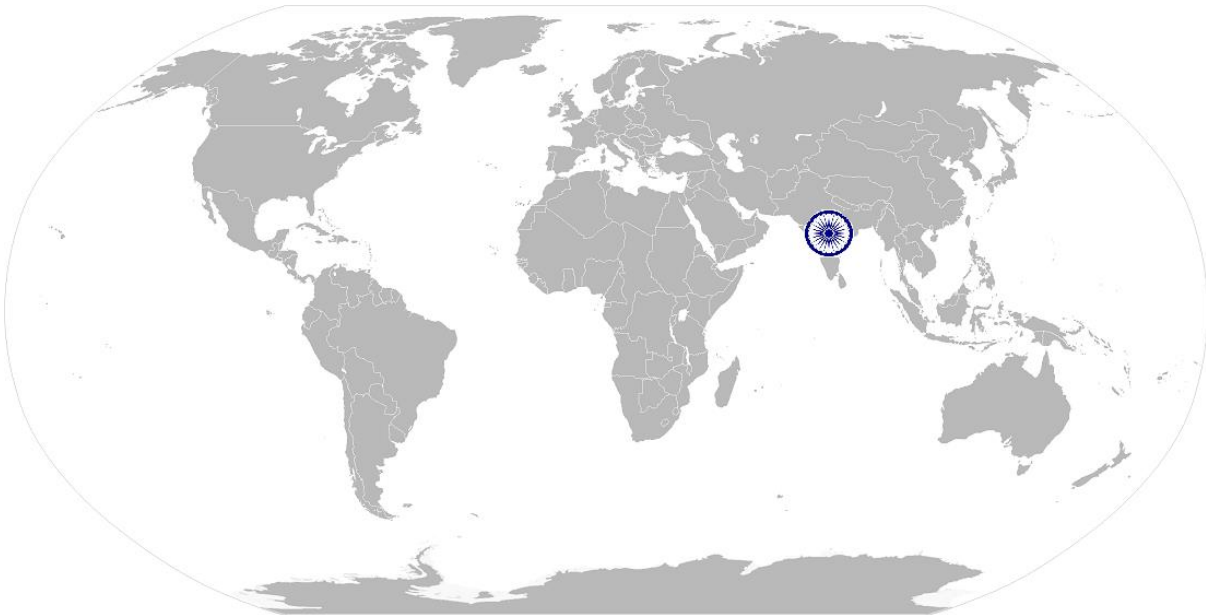


TSC/ N0101

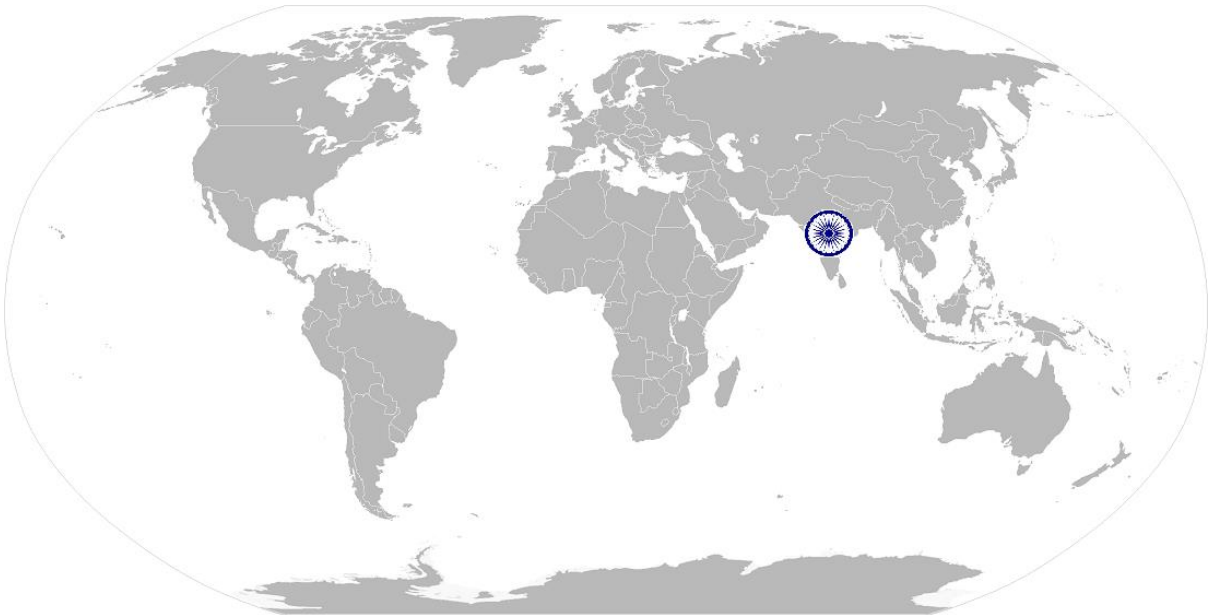
Taking charge of shift and handing over shift to operator

NOS Version Control

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|----------------------------|-----------------------------|-------------------------|-----------------|
| NOS Code | TSC/N 0101 | | |
| Credits (NSQF) | TBD | Version number | 1.0 |
| Industry | Textile | Drafted on | 15/12/14 |
| Industry Sub-sector | Weaving | Last reviewed on | 22/01/15 |
| Occupation | Spinning Preparatory | Next review date | 01/03/16 |



National Occupational Standard



Overview

This unit is about carrying out procedure for operating the sequence of machines in blowroom

TSC/ N0102

Operating the machines in blowroom

| Unit Code | TSC/ N0102 |
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| Unit Title (Task) | Operating the machines in blowroom |
| Description | This unit is about carrying out procedure for operating the sequence of machines in blowroom |
| Scope | This unit/task covers the following: <ul style="list-style-type: none"> ▪ laying the bales ▪ running the machines for production ▪ working with bale opener ▪ safety precautions while operating the machines |
| Performance Criteria (PC) w.r.t. the Scope | |
| Elements | Performance Criteria |
| Laying the bales | To be competent, you must be able to: <ul style="list-style-type: none"> PC1. ensure receipt of correct bales from bale godown storage area PC2. lay the bales as per the plan given PC3. open the bale hoops PC4. remove covering cloth PC5. clean the sides of bales. PC6. ensure proper identification of the bales PC7. use proper material handling tools for transporting bales and opening the bales PC8. use proper cleaning equipments for cleaning the outer surface of the bales PC9. remove the bale strip properly. PC10. keep the bale strip at specified place after cleaning it and rolling it PC11. ensure proper material handling of tools and equipments |
| Running the machines for production | <ul style="list-style-type: none"> PC12. start the sequence of machines in blowroom PC13. control the feed as per the requirement of the next machine PC14. ensure proper functioning of condensers PC15. ensure proper functioning of all the machines in blowroom department PC16. ensuring the proper functioning of machines, beaters and no chocking occurs in machines PC17. ensure the opened material is properly transported through all machines PC18. ensure the wastes are collected in the waste box of the machines PC19. follow the different signal lamps used in machines PC20. know the different control buttons and should know to operate the buttons on need basis |
| Working with bale opener | <ul style="list-style-type: none"> PC21. ensure proper identification of the bales. PC22. take fibre uniformly from all bales and feed them in the lattice of bale opener evenly. PC23. ensure the fibre should be spread evenly throughout the lattice and it should not be fed in big lumps. PC24. ensure the material is not being fed over the height of the feed lattice. PC25. remove contaminations like metal particles, wooden pieces, jute threads, |

TSC/ N0102

Operating the machines in blowroom

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| | <p>polypropylene twine, cloth pieces, oily or stained fibre, hair etc. while feeding the material on lattice.</p> <p>PC26. take maximum care when there is a mix change</p> <p>PC27. segregate the contaminations in the bales and keep them separately</p> <p>PC28. feed material and soft wastes in loose form also, if instructed</p> <p>PC29. ensure proper functioning of machine</p> <p>PC30. ensure proper handling material</p> |
| <p>Safety precautions while operating the machines</p> | <p>PC31. ensure safety while operating the machines in blowroom</p> <p>PC32. use of safety gadgets like caps, masks and shoes and verifying the safety stop motions</p> |
| <p>Knowledge and Understanding (K)</p> | |
| <p>A. Organizational Context (Knowledge of the company/ organization and its processes)</p> | <p>You need to know and understand:</p> <p>KA1. the organization's policies & standard operating procedures (SOP)</p> <p>KA2. potential hazards associated with the machines and the safety precautions must be taken</p> <p>KA3. protocol to obtain more information on work related tasks</p> <p>KA4. contact person in case of queries on procedure or products and for revolving issues related to defective machines, tools, materials & equipments</p> <p>KA5. details of the various job roles & responsibilities</p> <p>KA6. documentation and reporting formats</p> <p>KA7. work targets & review machine with superiors</p> <p>KA8. protocol and format for reporting work related risks/ problems</p> <p>KA9. method of obtaining /giving feed back with respect to performance</p> <p>KA10. importance of team work .harmonious working relationships</p> <p>KA11. process for offering /obtaining work related assistance</p> <p>KA12. responsibilities under health, safety and environmental legislation</p> <p>KA13. guidelines for storage & disposal of waste materials</p> |
| <p>B. Technical Knowledge</p> | <p>You need to know and understand: :</p> <p>KB1. process and material flow in a textile mill</p> <p>KB2. understanding the importance of fibers, types of yarn, yarn count, types of sliver, sliver hank, importance of sliver and roving quality</p> <p>KB3. functions of different machines in blow room department</p> <p>KB4. functions of the sequence of machine sin blowroom</p> <p>KB5. importance of laying material bales for mixing, opening the bale hoops and removing covering cloth, cleaning the sides of bales.</p> <p>KB6. importance of mixing</p> <p>KB7. importance of bale plucker and precautions to be taken while working</p> <p>KB8. importance of indenting from next machine, and feed regulations</p> <p>KB9. importance & functions of different signal lamps in blowroom</p> <p>KB10. different control buttons in blowroom machines</p> <p>KB11. types of material handling equipments used</p> <p>KB12. functions and methodology for operating different material handling equipments</p> <p>KB13. importance of material handling</p> |

TSC/ N0102

Operating the machines in blowroom

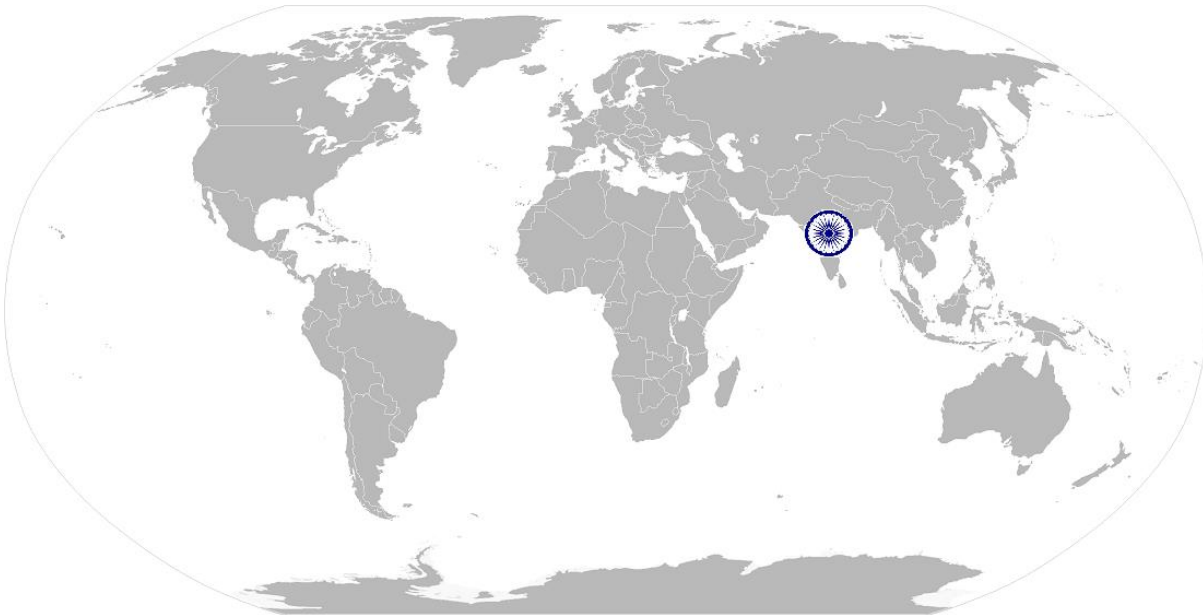
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| | <p>KB14. guidelines for operating the material handling tools and equipments KB15. types of contaminations and importance of segregating contaminations KB16. types of waste KB17. procedure for collecting wastes KB18. safety gadgets used in a textile mill KB19. importance of cleanliness at work place KB20. importance of safety at blowroom</p> |
| Skills (S) | |
| <p>A. Core Skills/ Generic Skills</p> | <p>Writing Skills</p> |
| | <p>You need to know and understand how to: SA1. write clear and short sentences</p> |
| | <p>Reading Skills</p> |
| | <p>You need to know and understand how to: SA2. comprehend written instructions</p> |
| <p>B. Professional Skills</p> | <p>Oral Communication (Listening and Speaking skills)</p> |
| | <p>You need to know and understand how to: SA3. communicate with supervisor appropriately SA4. talk to others to convey information effectively</p> |
| | <p>Problem Solving</p> |
| <p>C. Technical Skills</p> | <p>You need to know and understand how to: SB1. apply problem-solving approaches in different situations SB2. refer anomalies to the supervisor SB3. seek clarification on problems from others</p> |
| | <p>Attention to Detail</p> |
| | <p>You need to know and understand how to: SB4. apply good attention to detail SB5. check your work is complete and free from errors</p> |
| | <p>You need to know and understand how to: SC1. different control buttons in blowroom machines SC2. procedure for operating different material handling tools and equipments SC3. maintain neatness at work.</p> |

TSC/ N0102

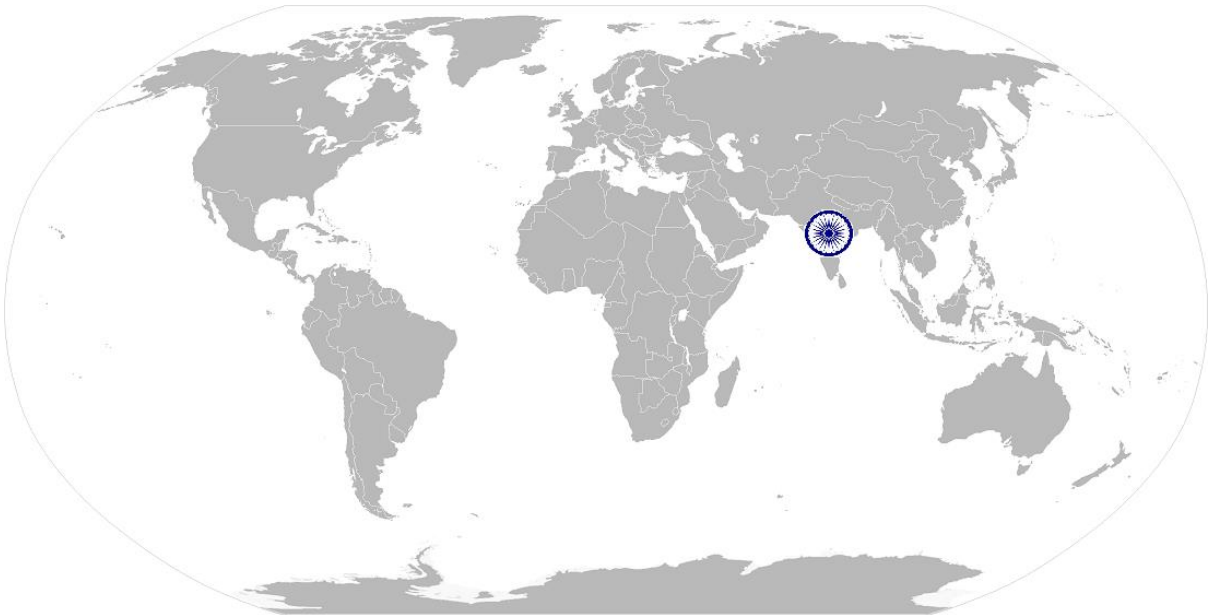
Operating the machines in blowroom

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| NOS Code | TSC/ N0102 | | |
| Credits (NSQF) | TBD | Version number | 1.0 |
| Industry | Textile | Drafted on | 15/12/14 |
| Industry Sub-sector | Spinning | Last reviewed on | 22/01/15 |
| Occupation | Spinning Preparatory | Next review date | 01/03/16 |



National Occupational Standard



Overview

This unit is about carrying out cleaning and maintenance activities in blowroom

TSC/ N0103 Cleaning and maintenance responsibilities in blowroom

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| Unit Code | TSC/ N0103 |
| Unit Title (Task) | Cleaning and maintenance responsibilities in blowroom |
| Description | This unit is about carrying out tenting, cleaning and maintenance activities in blowroom |
| Scope | <p>This unit/task covers the following:</p> <ul style="list-style-type: none"> ▪ carryout cleaning activities ▪ carryout maintenance activities ▪ other related responsibilities |
| Performance Criteria (PC) w.r.t. the Scope | |
| Elements | Performance Criteria |
| Carrying out cleaning activities | <p>To be competent you must be able to:</p> <p>PC1. follow the schedules for collecting the wastes at regular intervals</p> <p>PC2. remove contaminations in the side of bales</p> <p>PC3. clean the machine along with the maintenance person</p> <p>PC4. keep the machine surroundings always clean</p> <p>PC5. ensure the blowroom departments is clean and free from flies</p> <p>PC6. collect the waste from the centralised waste collection systems when it is full</p> <p>PC7. sort out the metal pieces from the material collected at metal detector system and deposit the good material in bags in trolley and laid in concerned mixing / specified area.</p> <p>PC8. sort out the jammed material and deposit the good material in bags</p> <p>PC9. ensure that the nylon bags for waste collection is not over filled or jammed</p> <p>PC10. make sure that fibre wastes are falling in respective bags.</p> <p>PC11. remove the material wastes from the filled bags in time.</p> <p>PC12. transport the wastes to the allotted place for cleaning the contaminations</p> <p>PC13. keep the waste area clean and avoid mix-up</p> <p>PC14. transfer the wastes to waste godown</p> <p>PC15. weigh the wastes and record in register</p> |
| Carryout maintenance activities | <p>PC16. Oiling the different machines on need basis</p> <p>PC17. Supporting the maintenance team during maintenance</p> <p>PC18. attend the respective machines whenever the alarm rings.</p> <p>PC19. report to respective Superiors / maintenance an officer about any machine is malfunctioning.</p> <p>PC20. remove the jam if occurs in contamination sorter and keep the waste in respective trolleys</p> <p>PC21. ensure the smooth functioning of pre-filter to avoid any jam of filter</p> <p>PC22. attend minor break-downs and assist to restart the machine without any delay.</p> <p>PC23. ensure smooth functioning of beaters and importance machine parts in blowroom machines</p> |
| Other related responsibilities | <p>PC24. come to the blowroom department 15 minutes before the shift commencement and collect information's regarding the current process in blowroom</p> |

TSC/ N0103

Cleaning and maintenance responsibilities in blowroom

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| | <p>PC25. monitor the position of chambers in the mixing machine at the time of assortment change</p> <p>PC26. monitor the position of chambers at the time of assortment change in bale plucker</p> <p>PC27. monitor the plucking head during exhaustion time of assortment to avoid fibre jam on plucking head or insufficient material plucking from the assortment to avoid stoppage of cards</p> <p>PC28. ensure proper material transport in chute/lap</p> <p>PC29. ensure that the by-pass arrangements are appropriate for the mixing being processed</p> <p>PC30. assist carding tenter to start the machine with minimum possible time at the time of power failure and break-down</p> <p>PC31. ensure the proper functioning of signal lamps</p> <p>PC32. ensure that machine is always working properly, if any deviations inform superiors immediately</p> <p>PC33. check the ejection in contamination sorter / metal detector for last one hour and if any variation is noticed, inform superiors immediately</p> <p>PC34. check the respective lay-down and remove the bale or portion of the bale having more contamination and inform superiors ,if ejection of wastes are high</p> <p>PC35. provide all relevant information's of the current working process to the next shift operator before relieving.</p> |
| <p>Knowledge and Understanding (K)</p> | |
| <p>A. Organizational Context (Knowledge of the company/ organization and its processes)</p> | <p>You need to know and understand:</p> <p>KA1. personal hygiene and duty of care</p> <p>KA2. safe working practices and organizational standard operating procedures</p> <p>KA3. limits of your own responsibility</p> <p>KA4. ways of resolving with problems within the work area</p> <p>KA5. the production process and the specific work activities that relate to the whole process</p> <p>KA6. the importance of effective communication with supervisors</p> <p>KA7. the lines of communication, authority and reporting procedures</p> <p>KA8. the organization's rules, codes and guidelines (including timekeeping)</p> <p>KA9. the company's quality standards</p> <p>KA10. the importance of complying with written instructions</p> <p>KA11. equipment operating procedures / supervisor's instructions</p> |
| <p>B. Technical Knowledge</p> | <p>You need to know and understand:</p> <p>KB1. process flow and material flow in textile mill</p> <p>KB2. functions of different machines in blow room department</p> <p>KB3. functions of different parts of machine</p> <p>KB4. functions of control switches and signal lamps in blowroom</p> <p>KB5. importance of cleanliness</p> <p>KB6. types of contaminations and their sources on the type of contaminations</p> <p>KB7. procedure for cleaning</p> <p>KB8. importance of maintaining cleanliness at work place</p> |

TSC/ N0103

Cleaning and maintenance responsibilities in blowroom

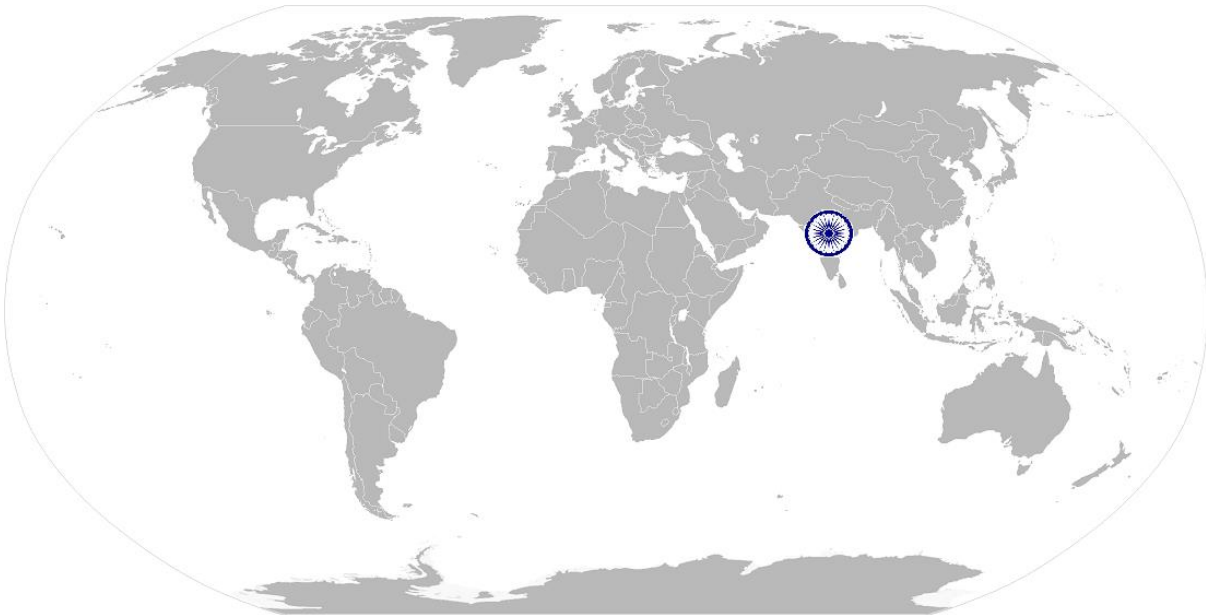
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| | <p>KB9. importance of carrying out maintenance activities KB10. importance of maintenance KB11. basic maintenance procedures KB12. functions of chute/lap feed KB13. schedule and guidelines for carrying out cleaning and maintenance activities KB14. importance of oiling KB15. knowledge on the basics maintenance activities to be carried out in blowroom KB16. guidelines for attending jams in blowroom KB17. function of chute/lap feed system KB18. importance of cleanliness and safety at work place</p> |
| Skills (S) | |
| B. Core Skills/ Generic Skills | <p>Writing Skills You need to know and understand how to: SA1. write clear and short sentences</p> <p>Reading Skills You need to know and understand how to: SA2. comprehend written instructions</p> <p>Oral Communication (Listening and Speaking skills) You need to know and understand how to: SA3. communicate with supervisor appropriately SA4. talk to others to convey information effectively</p> |
| C. Professional Skills | <p>Problem Solving You need to know and understand how to: SB1. apply problem-solving approaches in different situations SB2. refer anomalies to the supervisor SB3. seek clarification on problems from others</p> <p>Attention to Detail You need to know and understand how to: SB4. apply good attention to detail SB5. check your work is complete and free from errors</p> |
| D. Technical Skills | <p>You need to know and understand how to: SC1. procedure for carrying out cleaning activities SC2. procedure for collecting wastes in different machines and from waste collection bags SC3. procedure for segregating the different types of material wastes SC4. procedure for clearing the minor jams in blowroom SC5. procedure for material handling of cleaning tools SC6. procedure for oiling the different parts in blowroom SC7. procedure for carrying out basics maintenance activities SC8. procedure for attending jams in blowroom SC9. procedure for material handling of maintenance tools SC10. maintain cleanliness at work</p> |

TSC/ N0103

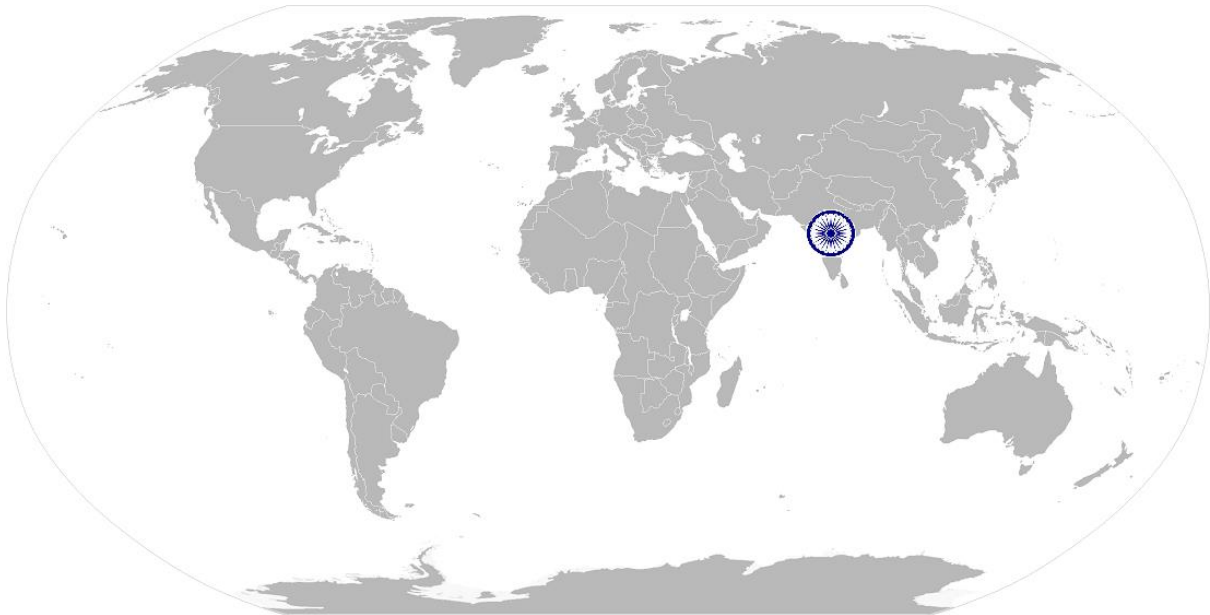
Cleaning and maintenance responsibilities in blowroom

NOS Version Control

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|----------------------------|-----------------------------|-------------------------|-----------------|
| NOS Code | TSC/N 0103 | | |
| Credits (NSQF) | TBD | Version number | 1.0 |
| Industry | Textile | Drafted on | 15/12/14 |
| Industry Sub-sector | Spinning | Last reviewed on | 22/01/15 |
| Occupation | Spinning Preparatory | Next review date | 01/03/16 |



National Occupational Standard



Overview

This unit is about maintaining work areas and activities to ensure tools and machines are maintained as per norms.

TSC/ N9001

Maintain work area, tools and machine

| | |
|------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Unit Code | TSC/ N9001 |
| Unit Title (Task) | Maintain work area, tools and machines |
| Description | This unit provides performance criteria, knowledge & understanding and skills & abilities required to organize/ maintain work areas and activities to ensure tools and machines are maintained as per norms |
| Scope | This unit covers the following: <ul style="list-style-type: none"> Maintain the work area, tools and machines |
| Performance Criteria (PC) w.r.t. the Scope | |
| Elements | Performance Criteria |
| Maintain the work area, tools and machines | To be competent, you must be able to: <ul style="list-style-type: none"> PC1. handle materials, machinery, equipment and tools with care and use them in the correct way PC2. use correct lifting and handling procedures PC3. use materials to minimize waste PC4. maintain a clean and hazard free working area PC5. maintain tools and equipment PC6. carry out running maintenance within agreed schedules PC7. carry out maintenance and/or cleaning within one's responsibility PC8. report unsafe equipment and other dangerous occurrences PC9. ensure that the correct machine guards are in place PC10. work in a comfortable position with the correct posture PC11. use cleaning equipment and methods appropriate for the work to be carried out PC12. dispose of waste safely in the designated location PC13. store cleaning equipment safely after use PC14. carry out cleaning according to schedules and limits of responsibility |
| Knowledge and Understanding (K) | |
| A. Organizational Context (Knowledge of the company/ organization and its processes) | You need to know and understand: <ul style="list-style-type: none"> KA1. organizational standard operating procedures (SOP) KA2. limits of your own responsibility KA3. ways of resolving with problems within the work area KA4. the production process and the specific work activities that relate to the whole process KA5. the importance of effective communication with supervisors KA6. the lines of communication, authority and reporting procedures KA7. the organization's rules, codes and guidelines (including timekeeping) KA8. the company's quality standards KA9. the importance of complying with written instructions KA10. equipment operating procedures / supervisor's instructions |
| B. Technical Knowledge | You need to know and understand: <ul style="list-style-type: none"> KB1. work instructions and specifications and interpret them accurately KB2. relation between work role and the overall manufacturing process KB3. hazards likely to be encountered when conducting routine maintenance KB4. the importance of taking action when problems are identified |

TSC/ N9001

Maintain work area, tools and machine

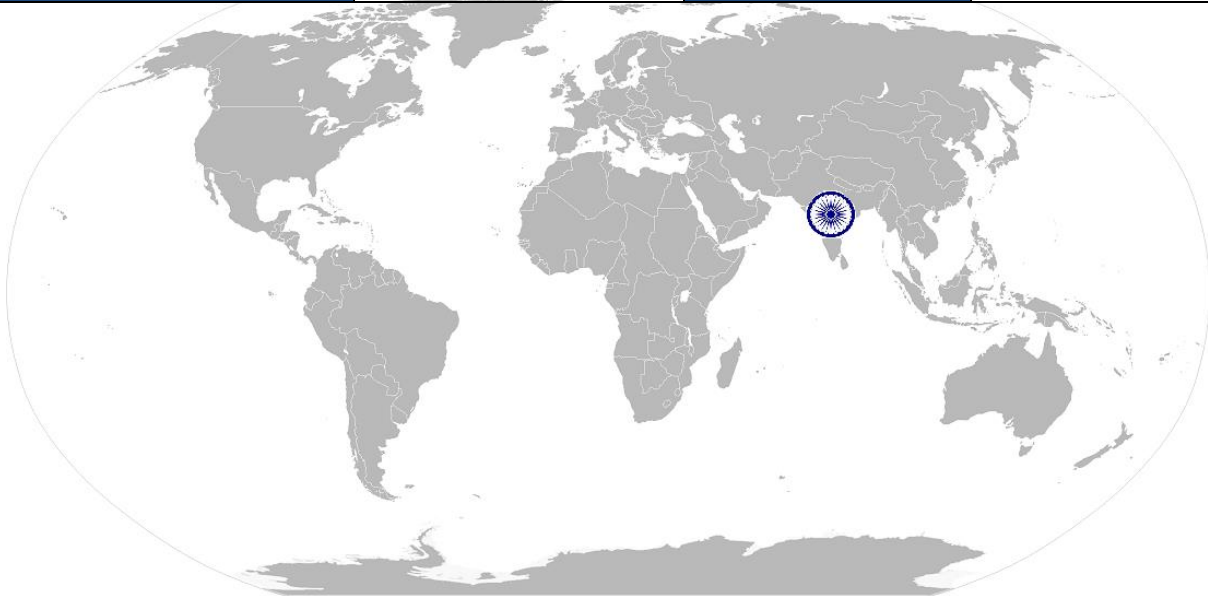
| | |
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| | <p>KB5. different ways of minimizing waste KB6. the importance of running maintenance and regular cleaning KB7. effects of contamination on products i.e. machine oil, dirt, foreign materials KB8. common faults with equipment and the method to rectify KB9. maintenance procedures KB10. different types of cleaning equipment and substances and their use KB11. safe working practices for cleaning and the method of carrying them out</p> |
| Skills (S) | |
| <p>A. Core skills/ generic skills</p> | <p>Reading Skills</p> |
| | <p>You need to know and understand how to: SA1. comprehend written instructions SA2. read any application sent by other colleagues</p> |
| | <p>Oral Communication (Listening and Speaking skills)</p> |
| <p>You need to know and understand how to: SA3. communicate in local language orally SA4. communicate with supervisor appropriately SA5. talk to others to convey information effectively</p> | |
| <p>B. Professional Skills</p> | <p>Problem Solving</p> |
| | <p>You need to know and understand how to: SB1. identify the real reason of problem faced SB2. apply problem-solving approaches in different situations SB3. refer anomalies to the supervisor SB4. seek clarification on problems from others</p> |
| | <p>Attention to Detail</p> |
| <p>You need to know and understand how to: SB5. apply good attention to detail SB6. check your work is complete and free from errors SB7. make sure every kind of communication is error free</p> | |
| <p>C. Technical Skills</p> | <p>You need to know and understand : SC1. communicate effectively SC2. apply leadership skills wherever required SC3. take initiative at the right place SC4. understand the requirement to be creative</p> |

TSC/ N9001

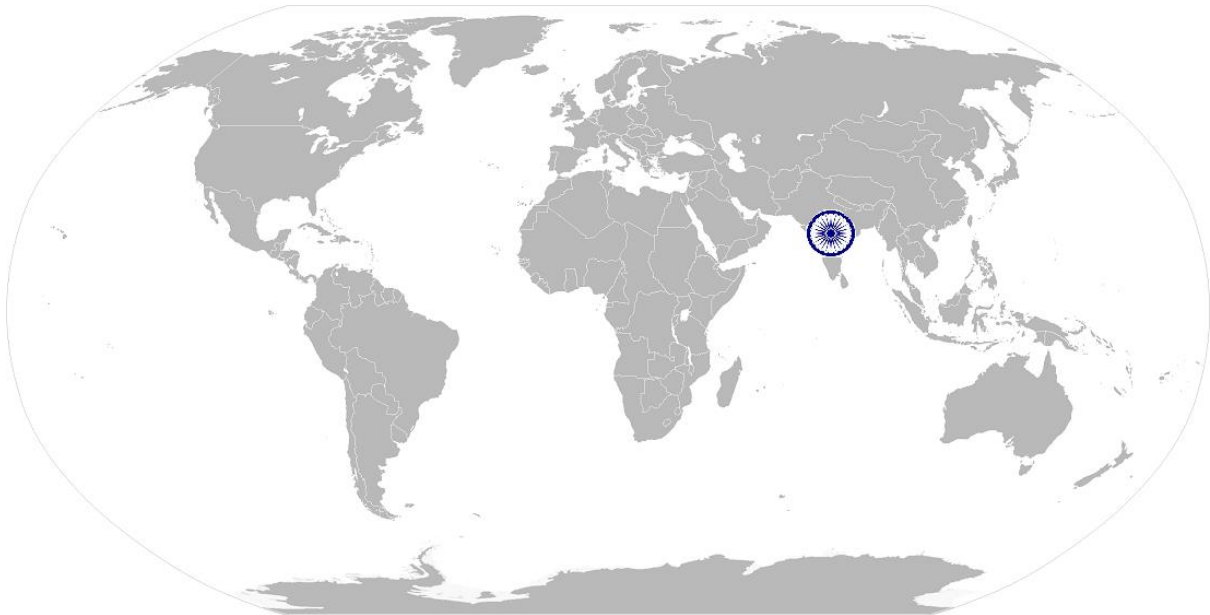
Maintain work area, tools and machine

NOS Version Control

| NOS Code | TSC/ N9001 | | |
|---------------------|----------------------|------------------|----------|
| Credits (NSQF) | TBD | Version number | 1.0 |
| Industry | Textile | Drafted on | 15/12/14 |
| Industry Sub-sector | Spinning | Last reviewed on | 22/01/15 |
| Occupation | Spinning Preparatory | Next review date | 01/03/16 |



National Occupational Standard



Overview

This unit is about working as part of a team in the textile industry.

TSC/ N9002

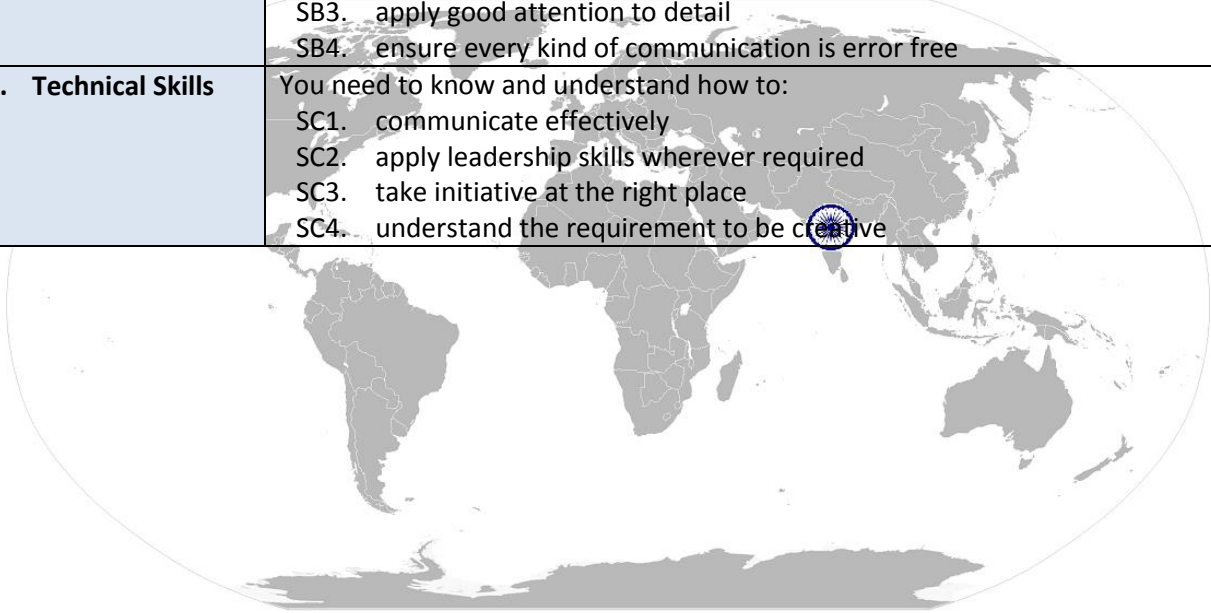
Working in a team

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|---------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Unit Code | TSC/ N9002 |
| Unit Title (Task) | Working in a team |
| Description | This unit is about working as a team member in the textile industry |
| Scope | <p>This unit/task covers the following:</p> <ul style="list-style-type: none"> ▪ commitment and trust ▪ communication ▪ adaptability ▪ creative freedom |
| Performance Criteria (PC) w.r.t. the Scope | |
| Elements | Performance Criteria |
| Commitment and trust | <p>To be competent, you must be able to:</p> <p>PC1. be accountable to the own role in whole process</p> <p>PC2. perform all roles with full responsibility</p> <p>PC3. be effective and efficient at workplace</p> |
| Communication | <p>PC4. properly communicate about company policies</p> <p>PC5. report all problems faced during the process</p> <p>PC6. talk politely with other team members and colleagues</p> <p>PC7. submit daily report of own performance</p> |
| Adaptability | <p>PC8. adjust in different work situations</p> <p>PC9. give due importance to others' point of view</p> <p>PC10. avoid conflicting situations</p> |
| Creative freedom | <p>PC11. develop new ideas for work procedures</p> <p>PC12. improve upon the existing techniques to increase process efficiency</p> |
| Knowledge and Understanding (K) | |
| A. Organizational Context | <p>You need to know and understand:</p> <p>KA1. standard operating procedures (SOP) and regulations in a textile mill</p> <p>KA2. procedure followed to get the final output in the mill</p> <p>KA3. safe working practices to be adopted in textile mill</p> <p>KA4. reporting to the supervisor or higher authority about any grievances faced</p> |
| B. Technical Knowledge | <p>You need to know and understand:</p> <p>KB1. the importance of the previous and next step of the process</p> <p>KB2. process flow in a textile mill and the concerned workers</p> <p>KB3. material flow in a textile mill and the required person</p> <p>KB4. functions of different parts of the machine</p> <p>KB5. tools and equipments used</p> <p>KB6. guidelines for operating the machine</p> <p>KB7. safety procedures to be followed in the machine</p> |
| Skills (S) | |
| A. Core Skills/ Generic Skills | Writing Skills |
| | <p>You need to know and understand how to:</p> <p>SA1. write clear and short sentences</p> <p>SA2. write daily work report</p> <p>SA3. write grievance complaint application</p> |

TSC/ N9002

Working in a team

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| | Reading Skills |
| | You need to know and understand how to: SA4. read and comprehend written instructions SA5. read any application sent by other colleagues |
| | Oral Communication (Listening and Speaking skills) |
| | You need to know and understand how to: SA6. communicate with supervisor appropriately SA7. talk to co-workers to convey information effectively |
| B. Professional Skills | Problem Solving |
| | You need to know and understand how to: SB1. identify the real reason of problem faced SB2. be able to find the most effective solution to the problems faced |
| | Attention to Detail |
| | You need to know and understand how to: SB3. apply good attention to detail SB4. ensure every kind of communication is error free |
| C. Technical Skills | You need to know and understand how to: SC1. communicate effectively SC2. apply leadership skills wherever required SC3. take initiative at the right place SC4. understand the requirement to be creative |

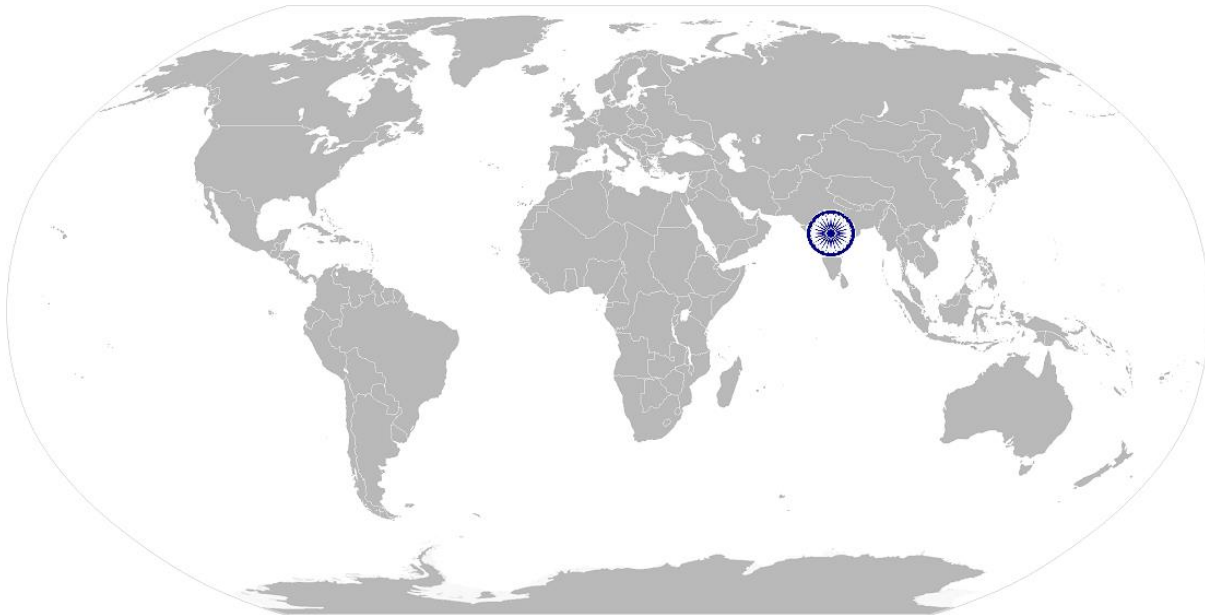


TSC/ N9002

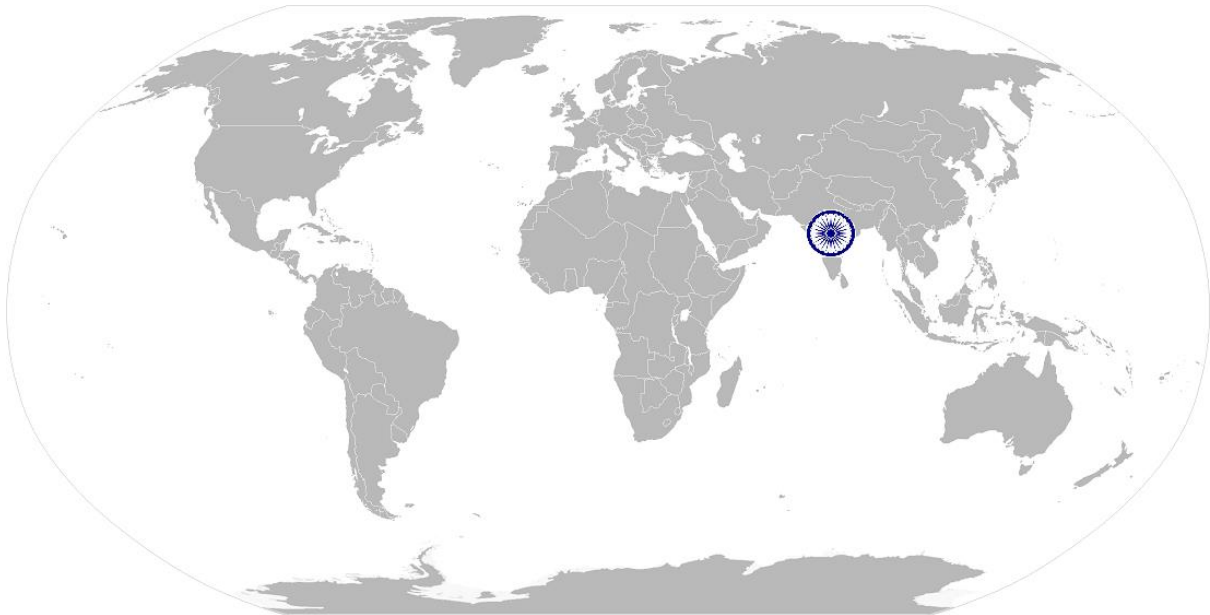
Working in a team

NOS Version Control

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| NOS Code | TSC/ N9002 | | |
| Credits (NSQF) | TBD | Version number | 1.0 |
| Industry | Textile | Drafted on | 15/12/14 |
| Industry Sub-sector | Spinning | Last reviewed on | 22/01/15 |
| Occupation | Spinning Preparatory | Next review date | 01/03/16 |



National Occupational Standard



Overview

This unit is about maintaining health, safety, and security standards at workplace.

TSC/ N 9003

Maintain health, safety and security at work place

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|--------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Unit Code | TSC/ N 9003 |
| Unit Title (Task) | Maintain health, safety and security at work place |
| Description | This unit provides performance criteria, knowledge & understanding and skills & abilities required to comply with health, safety and security requirements at the workplace and covers procedures to prevent, control and minimize risk to self and others. |
| Scope | <p>This unit/task covers the following:</p> <ul style="list-style-type: none"> ▪ Comply with health, Safety and security requirements at work ▪ Recognizing the hazards ▪ Planning the safety techniques ▪ Implementing the programs |
| Performance Criteria (PC) w.r.t. the Scope | |
| Elements | Performance Criteria |
| Comply with health, Safety and security requirements at work | <p>To be competent, operator must be able to:</p> <p>PC1. comply with health and safety related instructions applicable to the workplace</p> <p>PC2. use and maintain personal protective equipment such as “ ear plug” “ nose mask “ “ head cap” etc., as per protocol</p> <p>PC3. carry out own activities in line with approved guidelines and procedures</p> <p>PC4. maintain a healthy lifestyle and guard against dependency on intoxicants</p> <p>PC5. follow environment management system related procedures</p> <p>PC6. identify and correct (if possible) malfunctions in machinery and equipment</p> <p>PC7. report any service malfunctions that cannot be rectified</p> <p>PC8. store materials and equipment in line with organisational requirements</p> <p>PC9. safely handle and remove waste</p> <p>PC10. minimize health and safety risks to self and others due to own actions</p> <p>PC11. seek clarifications, from supervisors or other authorized personnel in case of perceived risks</p> <p>PC12. monitor the workplace and work processes for potential risks and threat</p> <p>PC13. carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned</p> <p>PC14. report hazards and potential risks/ threats to supervisors or other authorized personnel</p> <p>PC15. participate in mock drills/ evacuation procedures organized at the workplace</p> <p>PC16. undertake first aid, fire-fighting and emergency response training, if asked to do so</p> <p>PC17. take action based on instructions in the event of fire, emergencies or accidents</p> <p>PC18. Follow organisation procedures for shutdown and evacuation when required</p> |
| Recognizing the hazards | <p>To be competent, you must be able to:</p> <p>PC19. identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry</p> <p>PC20. recognise other possible security issues existing in the workplace</p> |

TSC/ N 9003

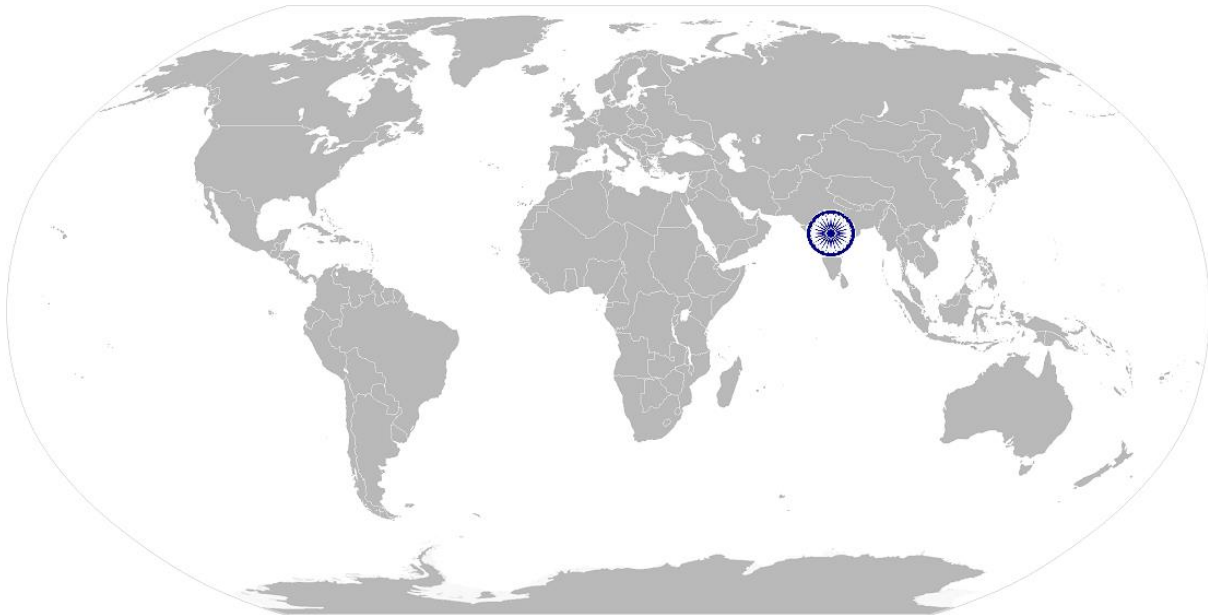
Maintain health, safety and security at work place

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| Planning the safety techniques | PC21. recognise different measures to curb the hazards |
| Implementing the programs | PC22. communicate the safety plan to everyone PC23. attach disciplinary rules with the implementation |
| Knowledge and Understanding (K) | |
| A. Organizational Context (Knowledge of the company/ organization and its processes) | You need to know and understand: KA1. standard operating procedures (SOP) and regulations in a textile mill KA2. safe working practices to be adopted in textile mill KA3. quality systems and other processes practiced in the textile mill KA4. health and safety related practices applicable at the workplace KA5. potential hazards, risks and threats based on nature of operations KA6. organizational procedures for safe handling of equipment and machine operations KA7. potential risks due to own actions and methods to minimize these KA8. environmental management system related procedures at the workplace KA9. layout of the plant and details of emergency exits, escape routes, emergency equipment and assembly points KA10. potential accidents and emergencies and response to these scenarios KA11. reporting protocol and documentation required KA12. details of personnel trained in first aid, fire-fighting and emergency response KA13. actions to take in the event of a mock drills/ evacuation procedures or actual accident, emergency or fire |
| B. Technical Knowledge | You need to know and understand: KB1. occupational health and safety risks and methods KB2. personal protective equipment and method of use KB3. identification, handling and storage of hazardous substances KB4. proper disposal system for waste and by-products KB5. signage related to health and safety and their meaning KB6. importance of sound health, hygiene and good habits KB7. ill-effects of alcohol, tobacco and drugs |
| Skills (S) | |
| A. Core Skills/ Generic Skills | Writing Skills |
| | You need to know and understand how to: SA1. write clear and short sentences |
| | Reading Skills |
| | You need to know how to: SA2. read and understand the company instructions SA3. read and understand the safety guidelines |
| | Oral Communication (Listening and Speaking skills) |
| | You need to know and understand how to: SA4. listen to others attentively SA5. respond to emergencies, accidents or fire at the workplace SA6. evacuate the premises and help others in need while doing so SA7. the value of physical fitness, personal hygiene and good habits SA8. talk with others politely |

TSC/ N 9003

Maintain health, safety and security at work place

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| B. Professional Skills | Decision Making |
| | SB1. identify correct safety measure for particular hazard SB2. make required safety plans as and when required SB3. raise alarm in case of emergency |
| | Analytical Thinking |
| | SB4. know the use of correct safety measure whenever required |
| | Attention to Detail |
| | SB5. be attentive to details SB6. be careful to avoid occurrence of hazards |
| C. Technical Skills | You need to know and understand : SC1. maintain neatness at work SC2. procedure for reporting unwanted behavior |

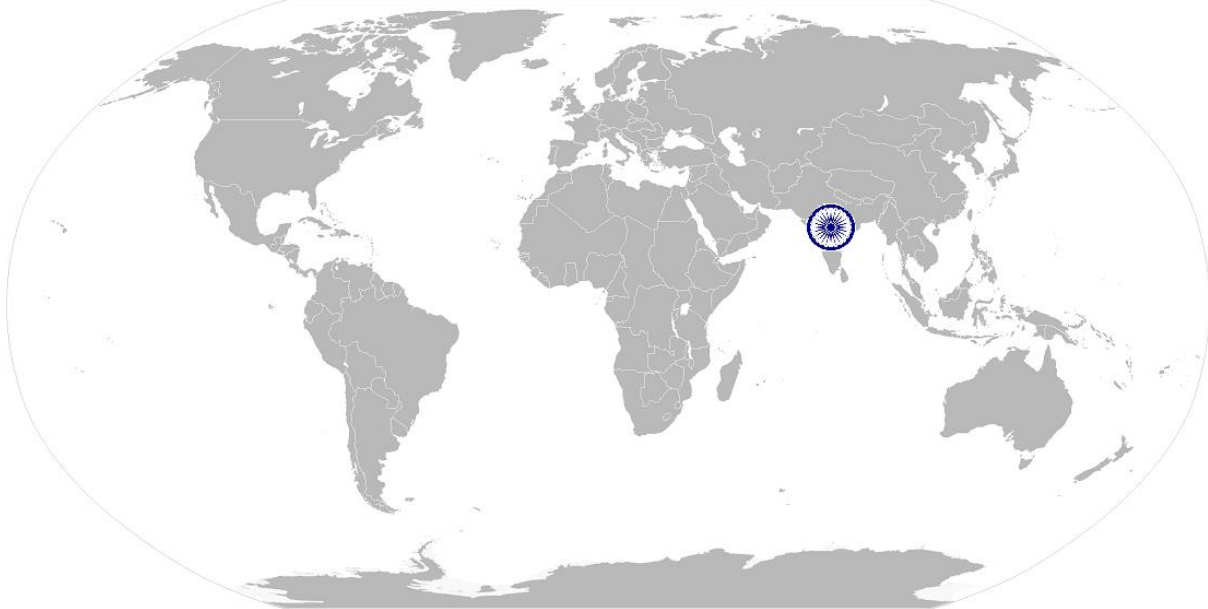


TSC/ N 9003

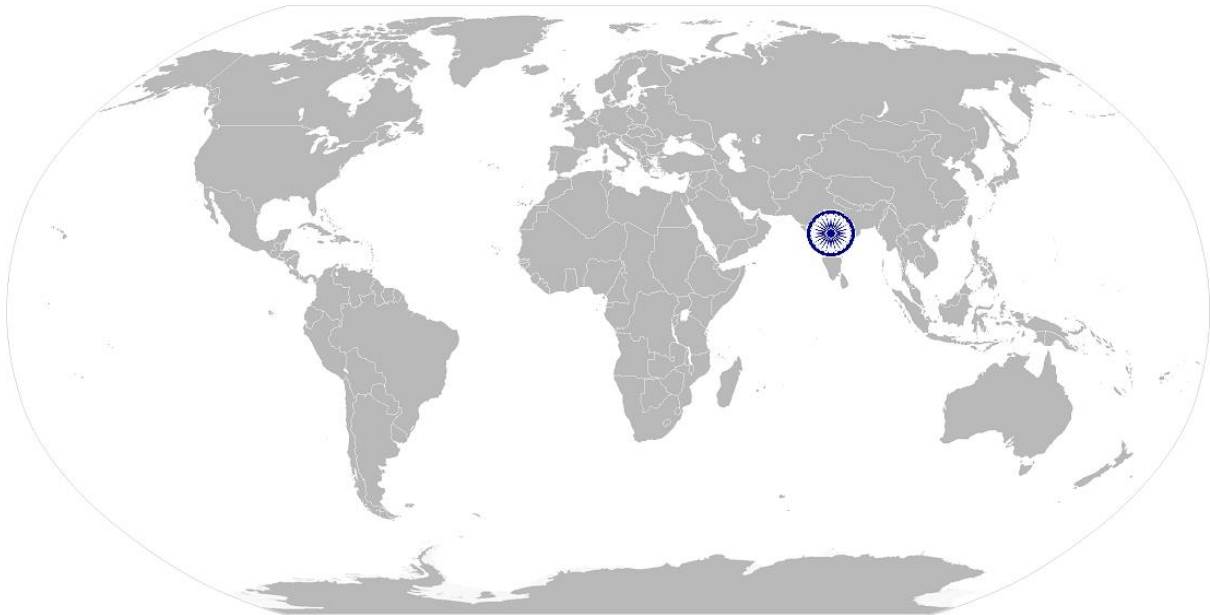
Maintain health, safety and security at work place

NOS Version Control

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| NOS Code | TSC/ N9003 | | |
| Credits (NSQF) | TBD | Version number | 1.0 |
| Industry | Textile | Drafted on | 15/12/14 |
| Industry Sub-sector | Spinning | Last reviewed on | 22/01/15 |
| Occupation | Spinning Preparatory | Next review date | 01/03/16 |



National Occupational Standard



Overview

This unit is about knowing, understanding, and complying with the requirements of the organization and the textile industry

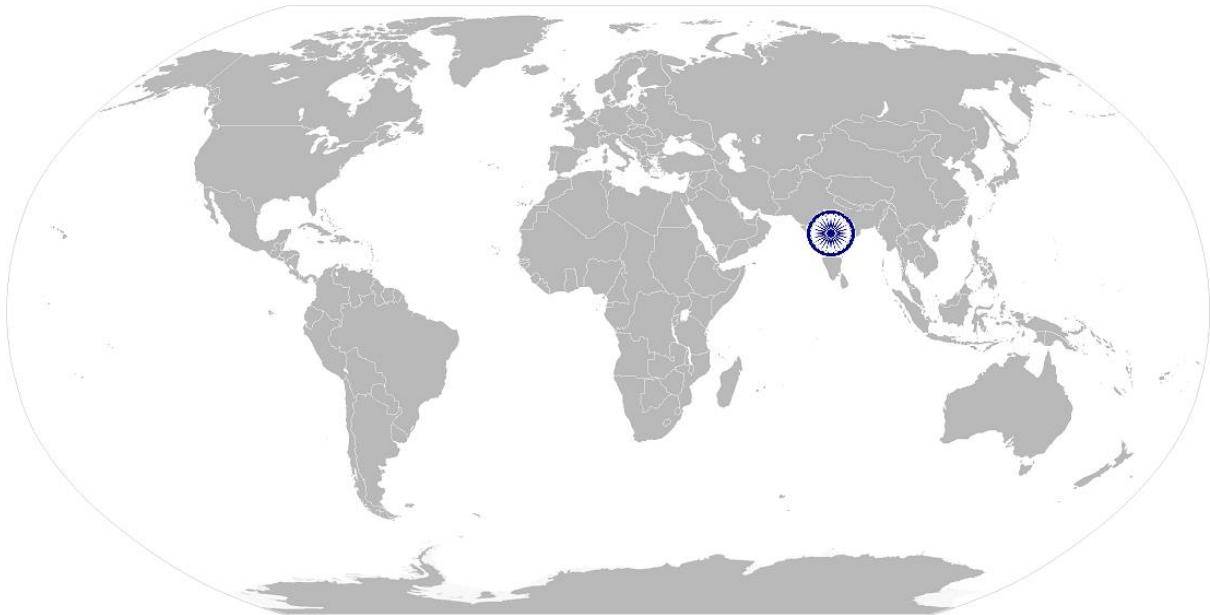
TSC/ N9004 Comply with industry and organizational requirements

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| National Occupational Standard | Unit Code | TSC/ N9004 |
| | Unit Title (Task) | Comply with industry and organizational requirements |
| | Description | This unit is about knowing, understanding, and complying with the requirements of the organization and the textile industry |
| | Scope | <p>This unit/task covers the following:</p> <ul style="list-style-type: none"> ▪ self development ▪ team work ▪ organizational standards ▪ industry standards |
| | Performance Criteria (PC) w.r.t. the Scope | |
| | Elements | Performance Criteria |
| | Self- development | <p>To be competent, you must be able to:</p> <p>PC1. perform own duties effectively</p> <p>PC2. take responsibility for own actions</p> <p>PC3. be accountable towards the job role and assigned duties</p> <p>PC4. take initiative and innovate the existing methods</p> <p>PC5. focus on self-learning and improvement</p> |
| | Team work | <p>PC6. co-ordinate with all the team members and colleagues</p> <p>PC7. communicate politely</p> <p>PC8. avoid conflicts and miscommunication</p> |
| | Organizational standards | <p>PC9. know the organisational standards</p> <p>PC10. implement them in your performance</p> <p>PC11. motivate others to follow them</p> |
| | Industry standards | <p>PC12. know the industry standards</p> <p>PC13. align them with organisation standards</p> |
| Knowledge and Understanding (K) | | |
| A. Organizational Context (Knowledge of the company/ organization and its processes) | <p>You need to know and understand:</p> <p>KA1. standard operating procedures (SOP) and regulations in a textile mill</p> <p>KA2. reporting to the supervisor or higher authority</p> <p>KA3. knowledge of organization standards</p> <p>KA4. knowledge of industry standards</p> | |
| B. Technical Knowledge | <p>You need to know and understand:</p> <p>KB1. process and material flow in a textile mill</p> <p>KB2. importance of complying with the standards</p> <p>KB3. guidelines for cleaning the various parts of machine</p> | |
| Skills (S) | | |
| A. Core Skills/ Generic Skills | Writing Skills | |
| | You need to know and understand how to: | |
| | SA1. write clear and short sentences | |
| | Reading Skills | |

TSC/ N9004

Comply with industry and organizational requirements

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| | You need to know and understand how to: SA2. comprehend written instructions SA3. read and comprehend the standards and rules |
| | <p>Oral Communication (Listening and Speaking skills)</p> You need to know and understand how to: SA4. talk effectively with others SA5. put forward your point SA6. listen to others |
| B. Technical Skills | You need to know and understand : SC1. procedure of preparing the industry standards SC2. procedure to follow the given standards SC3. procedure to comply with the standards |

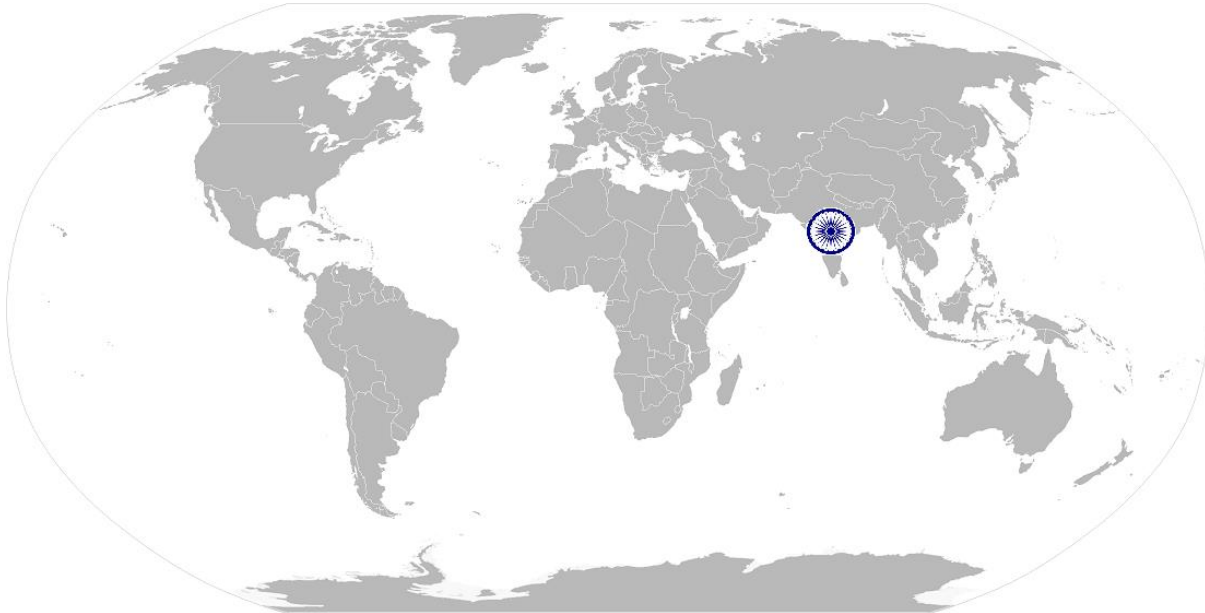


TSC/ N9004

Comply with industry and organizational requirements

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| NOS Code | TSC/N 9004 | | |
| Credits (NSQF) | TBD | Version number | 1.0 |
| Industry | Textile | Drafted on | 15/12/14 |
| Industry Sub-sector | Spinning | Last reviewed on | 22/01/15 |
| Occupation | Spinning Preparatory | Next review date | 01/03/16 |



Assessment criteria

| Job Role: Blowroom Operator Qualification Pack: Blowroom Operator Sector Skill Council: Textile Sector Skill Council | | | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|--------|------------------|------------------|------|
| 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 & skill practical for each PC. 2. The assessment for the theory part will be based on knowledge bank of question created by the SSC. 3. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training centre (as per assessment criteria below). 4. To pass the qualification pack, every trainee should score a minimum of 80%. | | | | | | |
| National Occupational Standards (NOS) | Performance Criteria (PC) | Total Marks | Out Of | Marks Allocation | | |
| | | | | Theory | Skills Practical | Viva |
| 1. TSC/N0101(Taking charge of shift and handing over shift to operator) | PC1. come at least 10 - 15 minutes earlier to the work spot | 100 | 3 | 1 | 1 | 1 |
| | PC2. bring the necessary operational tools to the department | | 4 | 1 | 2 | 1 |
| | PC3. meet the previous shift operator and discuss with him/ her regarding the issues faced by them with respect to the quality or production or spare or safety or any other specific instruction etc. | | 7 | 3 | 2 | 2 |
| | PC4. understand the mixing followed, count produced, followed in the blowroom for his allocated machines | | 7 | 3 | 2 | 2 |
| | PC5. Ensure the technical details are mentioned in the display board in the blowroom machine PC6. | | 4 | 2 | 1 | 1 |
| | PC6. check the availability of bales with technical details mentioned regarding the type of cotton used for producing a particular type of yarn | | 4 | 1 | 2 | 1 |
| | PC7. check the cotton tufts passage and proper transportation of cotton tufts to carding department via | | 3 | 1 | 1 | 1 |

Assessment criteria

| | | | | | | |
|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|---|---|---|--|
| | chute feed system | | | | | |
| | PC8. ensure proper functioning of blowroom machine parts and variations if any should be discussed with operator and reported to superiors | 5 | 2 | 2 | 1 | |
| | PC9. check the cleanliness of the machines & other work areas | 4 | 1 | 2 | 1 | |
| | PC10. Check whether any spare/raw material/ tool / yarn / any other material are thrown under the machines or in the other work areas. | 4 | 1 | 2 | 1 | |
| | PC11. Question the previous shift operator for any deviation in the above and should bring the same to the knowledge of his/ her shift superior as well that of the previous shift as well. | 4 | 2 | 1 | 1 | |
| | PC12. ensure the wastes collection boxes are empty while taking charge of shift | 4 | 1 | 2 | 1 | |
| | PC13. ensure the work spot is clean | 3 | 1 | 1 | 1 | |
| | PC14. hand over the shift to the incoming blow room operator in a proper manner | 5 | 2 | 2 | 1 | |
| | PC15. ensure in providing the details regarding mixing followed, count produced, followed in the blowroom machines | 7 | 3 | 2 | 2 | |
| | PC16. provide all relevant information regarding the count produced, damaged machine parts if any | 7 | 3 | 2 | 2 | |
| | PC17. get clearance from the incoming counterpart before leaving the work spot | 5 | 2 | 1 | 2 | |
| | PC18. report to his/ her shift superiors as well as that of the incoming shift operator in case his/ her counterpart doesn't report for the incoming shift | 5 | 2 | 1 | 2 | |

Assessment criteria

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|------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------------|-----------|-----------|-----------|
| | PC19. ensure the shift has to be properly handed over to the incoming shift operator | | 4 | 1 | 2 | 1 |
| | PC20. report to his/ her shift superior about the quality / production / safety issues/ any other issue faced in his/ her shift and should leave the department only after getting concurrence for the same from his/ her superiors | | 4 | 1 | 1 | 2 |
| | PC21. collect the wastes from waste collection bags, weigh them and transport to storage area | | 4 | 2 | 2 | 0 |
| | PC22. ensure the work spot is clean | | 3 | 1 | 1 | 1 |
| | Total | | 100 | 37 | 35 | 28 |
| | Weight age % | | | 37% | 35% | 28% |
| 2. | | | | | | |
| TSC/N0102(Operating the machines in blowroom) | PC1.ensure receipt of correct bales from bale godown storage area | 200 | 6 | 2 | 3 | 1 |
| | PC2.lay the bales as per the plan given | | 6 | 2 | 3 | 1 |
| | PC3.open the bale hoops | | 6 | 4 | 2 | 0 |
| | PC4.remove covering cloth | | 5 | 3 | 2 | 0 |
| | PC5.clean the sides of bales. | | 5 | 3 | 2 | 0 |
| | PC6.ensure proper identification of the bales | | 6 | 2 | 3 | 1 |
| | PC7.use proper material handling tools for transporting bales and opening the bales | | 5 | 2 | 2 | 1 |
| | PC8.use proper cleaning equipments for cleaning the outer surface of the bales | | 7 | 2 | 3 | 2 |
| | PC9.remove the bale strip properly. | | 4 | 2 | 2 | 0 |
| | PC10.keep the bale strip at specified place after cleaning it and rolling it | | 4 | 1 | 2 | 1 |
| | PC11.ensure proper material handling of tools and equipments | | 5 | 3 | 1 | 1 |
| | PC12.start the sequence of machines in blowroom | | 6 | 2 | 3 | 1 |
| | PC13.control the feed as per the requirement of the next machine | | 7 | 3 | 3 | 1 |
| | PC14.ensure proper functioning of | | 7 | 3 | 3 | 1 |

Assessment criteria

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|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|---|---|---|
| | condensers | | | | |
| | PC15.ensure proper functioning of all the machines in blowroom department | 6 | 2 | 3 | 1 |
| | PC16.ensuring the proper functioning of machines, beaters and no chocking occurs in machines | 5 | 2 | 2 | 1 |
| | PC17.ensure the opened material is properly transported through all machines | 6 | 2 | 3 | 1 |
| | PC18.ensure the wastes are collected in the waste box of the machines | 8 | 4 | 3 | 1 |
| | PC19.follow the different signal lamps used in machines | 6 | 2 | 3 | 1 |
| | PC20.know the different control buttons and should know to operate the buttons on need basis | 6 | 2 | 3 | 1 |
| | PC21.ensure proper identification of the bales. | 7 | 4 | 2 | 1 |
| | PC22.take fiber uniformly from all bales and feed them in the lattice of bale opener evenly. | 7 | 4 | 2 | 1 |
| | PC23.ensure the fiber should be spread evenly throughout the lattice and it should not be fed in big lumps. | 6 | 2 | 3 | 1 |
| | PC24.ensure the material is not be fed over the height of the feed lattice. | 6 | 2 | 3 | 1 |
| | PC25.remove contaminations like metal particles, wooden pieces, jute threads, polypropylene twine, cloth pieces, oily or stained fiber, hair etc. while feeding the material on lattice. | 7 | 2 | 3 | 2 |
| | PC26.take maximum care when there is a mix change | 7 | 3 | 3 | 1 |
| | PC27.segregate the contaminations in the bales and keep them separately | 7 | 4 | 2 | 1 |
| | PC28.feed material and soft wastes in loose form also, if instructed | 10 | 4 | 4 | 2 |
| | PC29.ensure proper functioning of machine | 6 | 2 | 3 | 1 |

Assessment criteria

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| | PC30.ensure proper handling material | | 7 | 2 | 3 | 2 |
| | PC31.ensure safety while operating the machines in blowroom | | 7 | 4 | 2 | 1 |
| | PC32.use of safety gadgets like caps, masks and shoes and verifying the safety stop motions | | 7 | 4 | 2 | 1 |
| | Total | | 200 | 85 | 83 | 32 |
| | Weight age % | | | 43% | 42% | 16% |
| 3. TSC/N0103(Tenting, cleaning and maintenance responsibilities in blowroom) | | | | | | |
| | PC1. follow the schedules for collecting the wastes at regular intervals | 200 | 6 | 3 | 2 | 1 |
| | PC2. remove contaminations in the side of bales | | 6 | 2 | 3 | 1 |
| | PC3. clean the machine along with the maintenance person | | 6 | 2 | 3 | 1 |
| | PC4. keep the machine surroundings always clean | | 6 | 2 | 2 | 2 |
| | PC5. ensure the blowroom departments is clean and free from flies | | 6 | 2 | 3 | 1 |
| | PC6. collect the waste from the centralized waste collection systems when it is full | | 6 | 2 | 3 | 1 |
| | PC7. sort out the metal pieces from the material collected at EMA EAM system and deposit the good cotton in bags in trolley and laid in concerned mixing / specified area. | | 8 | 3 | 4 | 1 |
| | PC8. sort out the jammed cotton and deposit the good cotton in bags | | 6 | 2 | 3 | 1 |
| | PC9. ensure that the nylon bags for waste collection is not over filled or jammed | | 6 | 2 | 3 | 1 |
| | PC10. Make sure that cotton wastes are falling in respective bags. | | 6 | 2 | 2 | 2 |
| | PC11. Remove the cotton wastes from the filled bags in time. | | 6 | 2 | 3 | 1 |
| | PC12. transport the wastes to the allotted place for cleaning the contaminations | | 6 | 2 | 3 | 1 |

Assessment criteria

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| PC13. keep the waste area clean and avoid mix-up | 6 | 2 | 3 | 1 |
| PC14. transfer the wastes to waste godown | 5 | 1 | 3 | 1 |
| PC15. weigh the wastes and record in register | 6 | 2 | 3 | 1 |
| PC16. Oiling the different machines on need basis | 5 | 2 | 2 | 1 |
| PC17. Supporting the maintenance team during maintenance | 6 | 2 | 3 | 1 |
| PC18. Attend the respective machines whenever the alarm rings. | 6 | 2 | 2 | 2 |
| PC19. Report to respective Superiors / maintenance an officer about any machine is malfunctioning. | 6 | 2 | 3 | 1 |
| PC20. remove the jam if occurs in Metal scan and keep the waste in respective trolleys | 7 | 2 | 4 | 1 |
| PC21. ensure the smooth functioning of pre-filter to avoid any jam of filter | 5 | 2 | 2 | 1 |
| PC22. Attend minor break-downs and assist to restart the machine without any delay. | 7 | 2 | 4 | 1 |
| PC23. ensure smooth functioning of beaters and important machine parts in blowroom machines | 6 | 3 | 2 | 1 |
| PC24. come to the blowroom department 15 minutes before the shift commencement and collect information's regarding the current process in blowroom | 5 | 2 | 2 | 1 |
| PC25. See the function of the signal lamp and ensure that machine is always working properly, if any deviation inform superiors immediately | 5 | 2 | 2 | 1 |
| PC26. monitor the position of chambers at the time of assortment change in bale plucker | 5 | 2 | 2 | 1 |
| PC27. monitor the plucking head during exhaustion time of assortment to avoid cotton jam on plucking head or insufficient material | 6 | 2 | 3 | 1 |

Assessment criteria

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| | plucking from the assortment to avoid stoppage of cards | | | | | |
| | PC28. ensure proper material transport in chutes | | 5 | 2 | 2 | 1 |
| | PC29. ensure that the by-pass arrangements are appropriate for the mixing being processed | | 6 | 2 | 3 | 1 |
| | PC30. assist carding tenter to start the machine with minimum possible time at the time of power failure and break-down | | 6 | 2 | 3 | 1 |
| | PC31. ensure the proper functioning of signal lamps | | 5 | 2 | 2 | 1 |
| | PC32. ensure that machine is always working properly, if any deviations inform superiors immediately | | 5 | 2 | 2 | 1 |
| | PC33. check the ejection in Metal scan for last one hour and if any variation is noticed, inform superiors immediately | | 6 | 3 | 2 | 1 |
| | PC34. check the respective lay-down and remove the bale or portion of the bale having more contamination and inform superiors ,if ejection of wastes are high | | 4 | 1 | 2 | 1 |
| | PC 35. Provide all relevant information's of the current working process to the next shift operator before relieving. | | 3 | 1 | 2 | 0 |
| | Total | | 200 | 71 | 92 | 37 |
| | Weight age % | | | 36% | 46% | 19% |
| 4.TSC/N9001(Maintaining work area, tools and machines) | PC1. handle materials, machinery, equipment and tools with care and use them in the correct way | 50 | 4 | 1 | 2 | 1 |
| | PC2. use correct lifting and handling procedures | | 4 | 1 | 2 | 1 |
| | PC3. use materials to minimize waste | | 3 | 1 | 1 | 1 |
| | PC4. maintain a clean and hazard free working area | | 3 | 1 | 1 | 1 |
| | PC5. maintain tools and equipment | | 4 | 2 | 1 | 1 |

Assessment criteria

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| | PC6. carry out running maintenance within agreed schedules | | 4 | 1 | 2 | 1 |
| | PC7. carry out maintenance and/or cleaning within one's responsibility | | 4 | 1 | 2 | 1 |
| | PC8. report unsafe equipment and other dangerous occurrences | | 4 | 1 | 2 | 1 |
| | PC9. ensure that the correct machine guards are in place | | 3 | 1 | 1 | 1 |
| | PC10. work in a comfortable position with the correct posture | | 3 | 1 | 1 | 1 |
| | PC11. use cleaning equipment and methods appropriate for the work to be carried out | | 3 | 1 | 1 | 1 |
| | PC12. dispose of waste safely in the designated location | | 4 | 1 | 2 | 1 |
| | PC13. store cleaning equipment safely after use | | 3 | 1 | 1 | 1 |
| | PC14. carry out cleaning according to schedules and limits of responsibility | | 4 | 1 | 2 | 1 |
| | Total | | 50 | 15 | 21 | 14 |
| | Weight age % | | | 30% | 42% | 28% |
| | | | | | | |
| 5.TSC/N9002 (Working in a team) | PC1. be accountable to the own role in whole process | 50 | 4 | 2 | 1 | 1 |
| | PC2. perform all roles with full responsibility | | 4 | 2 | 1 | 1 |
| | PC3. be effective and efficient at workplace | | 4 | 1 | 2 | 1 |
| | PC4. properly communicate about company policies | | 4 | 1 | 1 | 2 |
| | PC5. report all problems faced during the process | | 4 | 1 | 1 | 2 |
| | PC6. talk politely with other team members and colleagues | | 4 | 1 | 1 | 2 |
| | PC7. submit daily report of own performance | | 5 | 2 | 2 | 1 |
| | PC8. adjust in different work situations | | 3 | 1 | 1 | 1 |
| | PC9. give due importance to others' point of view | | 3 | 1 | 1 | 1 |
| | PC10. avoid conflicting situations | | 3 | 1 | 1 | 1 |
| | PC11. Collaborate with colleagues performing the pre-required and | | 4 | 2 | 1 | 1 |

Assessment criteria

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| | post-required duty of a blow room operator. | | | | | |
| | PC12. develop new ideas for work procedures | | 4 | 1 | 2 | 1 |
| | PC13. improve upon the existing techniques to increase process efficiency | | 4 | 1 | 2 | 1 |
| | Total | | 50 | 17 | 17 | 16 |
| | Weight age % | | | 34% | 34% | 32% |
| 6.TSC/N9003 (Maintain health, safety and security at work place) | | | | | | |
| | PC1. comply with health and safety related instructions applicable to the workplace | 100 | 5 | 2 | 2 | 1 |
| | PC2. use and maintain personal protective equipment such as “ ear plug” “ nose mask “ “ head cap” etc., as per protocol | | 5 | 2 | 2 | 1 |
| | PC3. carry out own activities in line with approved guidelines and procedures | | 4 | 2 | 1 | 1 |
| | PC4. maintain a healthy lifestyle and guard against dependency on intoxicants | | 4 | 2 | 1 | 1 |
| | PC5. follow environment management system related procedures | | 4 | 2 | 1 | 1 |
| | PC6. identify and correct (if possible) malfunctions in machinery and equipment | | 5 | 2 | 2 | 1 |
| | PC7. report any service malfunctions that cannot be rectified | | 4 | 2 | 1 | 1 |
| | PC8. store materials and equipment in line with organizational requirements | | 4 | 1 | 2 | 1 |
| | PC9. safely handle and remove waste | | 4 | 1 | 2 | 1 |
| | PC10. minimize health and safety risks to self and others due to own actions | | 5 | 2 | 2 | 1 |
| | PC11. seek clarifications, from supervisors or other authorized personnel in case of perceived risks | | 4 | 2 | 0 | 2 |
| | PC12. monitor the workplace and | | 5 | 2 | 2 | 1 |

Assessment criteria

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| | work processes for potential risks and threat | | | | | |
| | PC13. carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned | | 5 | 2 | 2 | 1 |
| | PC14. report hazards and potential risks/ threats to supervisors or other authorized personnel | | 4 | 1 | 2 | 1 |
| | PC15. participate in mock drills/ evacuation procedures organized at the workplace | | 4 | 2 | 2 | 0 |
| | PC16. undertake first aid, fire-fighting and emergency response training, if asked to do so | | 5 | 2 | 2 | 1 |
| | PC17. take action based on instructions in the event of fire, emergencies or accidents | | 5 | 2 | 2 | 1 |
| | PC18. follow organization procedures for shutdown and evacuation when required | | 4 | 2 | 1 | 1 |
| | PC19. identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry | | 4 | 2 | 1 | 1 |
| | PC20. recognize other possible security issues existing in the workplace | | 4 | 2 | 1 | 1 |
| | PC21. recognize different measures to curb the hazards | | 4 | 2 | 1 | 1 |
| | PC22. communicate the safety plan to everyone | | 4 | 2 | 1 | 1 |
| | PC23. attach disciplinary rules with the implementation | | 4 | 2 | 1 | 1 |
| | Total | | 100 | 43 | 34 | 23 |
| | Weight age % | | | 43.00% | 34.00% | 23.00% |
| 7.TSC/N9004 (Comply with industry and organizational requirements) | PC1. perform own duties effectively | 50 | 4 | 1 | 2 | 1 |
| | PC2. take responsibility for own actions | | 4 | 1 | 2 | 1 |
| | PC3. be accountable towards the job role and assigned duties | | 4 | 2 | 1 | 1 |
| | PC4. take initiative and innovate the | | 3 | 1 | 1 | 1 |

Assessment criteria

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| | existing methods | | | | |
| | PC5. focus on self-learning and improvement | 4 | 1 | 2 | 1 |
| | PC6. co-ordinate with all the team members and colleagues | 4 | 1 | 2 | 1 |
| | PC7. communicate politely | 4 | 1 | 1 | 2 |
| | PC8. avoid conflicts and miscommunication | 4 | 1 | 2 | 1 |
| | PC9. know the organizational standards | 4 | 2 | 1 | 1 |
| | PC10. implement them in your performance | 4 | 1 | 2 | 1 |
| | PC11. motivate others to follow them | 3 | 1 | 1 | 1 |
| | PC12. know the industry standards | 4 | 3 | 1 | 0 |
| | PC13. align them with organization standards | 4 | 2 | 1 | 1 |
| | Total | 50 | 18 | 19 | 13 |
| | Weight age % | | 38% | 40% | 22% |
| | Total | 750 | 286 | 301 | 163 |
| Grand Total | | 750 | | | |