

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 – Combing Preparatory Operator

SECTOR: TEXTILE

SUB-SECTOR: SPINNING

OCCUPATION: SPINNING PREPARATORY

REFERENCE ID: TSC/Q 0103

ALIGNED TO: NCO-2004 / 7431.54

Brief Job Description: A combing preparatory operator is responsible to carry out tenting activities in the combing preparatory machine. He should be able to operate the combing preparatory machine, ensure proper feeding of carded or drawing sliver, piece the sliver on breakage, doff the comber laps and transport to the combing area

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 combing department.

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| Job Details | Qualifications Pack Code | TSC/Q 0103 | | |
| | Job Role | Combing Preparatory Operator | | |
| | Credits (NSQF) | TBD | Version number | 1.0 |
| | Sector | Textile | Drafted on | 15/12/14 |
| | Sub-sector | Spinning | Last reviewed on | 25/02/15 |
| | Occupation | Spinning Preparatory | Next review date | 01/03/16 |
| Job Role | Combing Preparatory Operator | | | |
| Role Description | A combing preparatory operator is responsible to carry out tenting activities in the combing preparatory machine. | | | |
| 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/ N0107 Taking charge of shift and handing over shift to operator TSC/ N0108 Operating the combing preparatory machines TSC/ N0109 Carryout creeling, piecing and doffing activities 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 | | | |

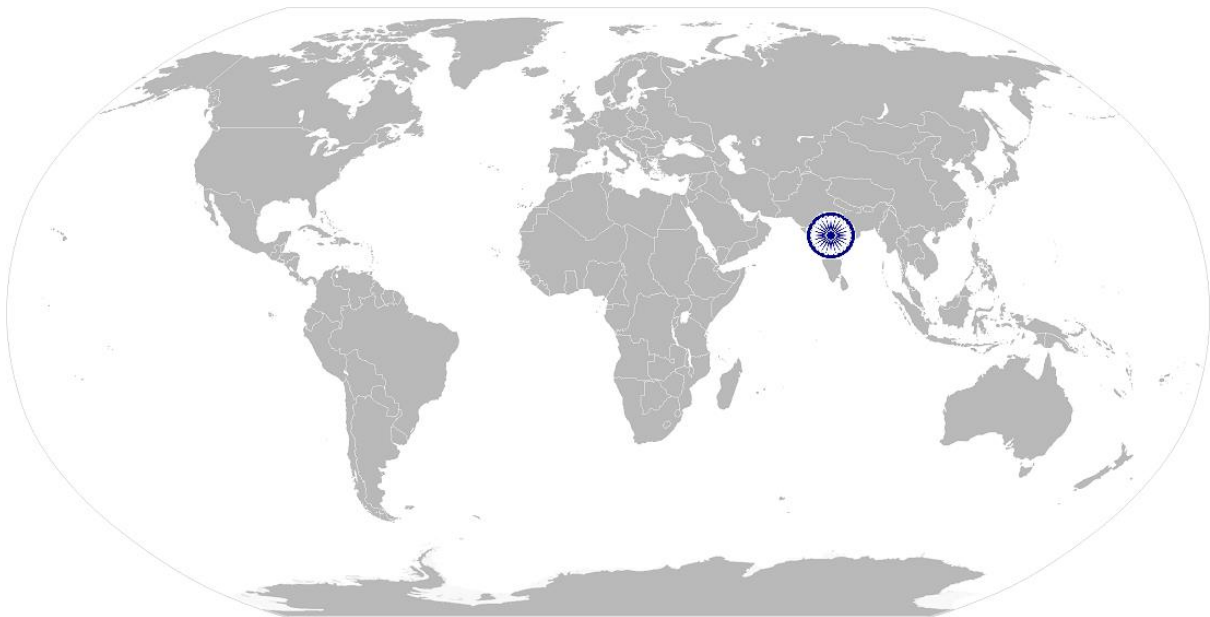
Table 1: Glossary of Key Terms

| Keywords /Terms | Description |
|---------------------------------------|---|
| Definitions | 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/ N0107

Taking charge of shift and handing over shift to operator

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| National Occupational Standard | Unit Code | TSC/ N0107 |
| | 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 | This unit/task covers the following: <ul style="list-style-type: none"> ▪ Taking charge of shift ▪ Handing over the shift |
| | Elements | Performance Criteria |
| | Taking charge of shift | <p>To be competent, you must 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 hank produced, colour coding, followed in the combing preparatory and combing department for his allocated number of machines</p> <p>PC5. ensure the technical details are mentioned in the display board in the autoconer</p> <p>PC6. check for the availability of the sliver and sliver cans in storage area</p> <p>PC7. ensure all the machines are running properly, machines which are not running and problems if any should be clarified with the supervisor and operator</p> <p>PC8. ensure proper functioning of combing preparatory machine parts</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. should 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> <p>PC14. ensure carding can randomization</p> |
| | Handing over the shift | <p>PC15. hand over the shift to the incoming shift operator in a proper manner</p> <p>PC16. ensure in providing the details regarding hank produced, colour coding followed in the combing preparatory for his allocated number of machines</p> <p>PC17. provide all relevant information regarding the hank produced, , damaged machine parts if any</p> <p>PC18. get clearance from the incoming counterpart before leaving the work spot</p> <p>PC19. 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>PC20. ensure the shift has to be properly handed over to the incoming shift operator</p> <p>PC21. report to his/ her shift Superior about the quality / production / safety issues/</p> |

TSC/ N0107

Taking charge of shift and handing over shift to operator

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| | <p>any other issue faced in his/her shift and should leave the department only after getting concurrence for the same from his/ her superiors</p> <p>PC22. collect the wastes from waste collection bags, weigh them and transport to storage area</p> <p>PC23. ensure the work spot is clean</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>KB1. standard operating procedures (SOP) and regulations in a textile mill</p> <p>KB2. safe working practices to be adopted in textile mill</p> <p>KB3. quality systems and other processes practiced in the textile mill</p> <p>KB4. reporting to the supervisor or higher authority in case of emergency</p> <p>KB5. color coding adopted for different hanks in the textile mill</p> |
| B. Technical Knowledge | <p>You need to know and understand:</p> <p>KB1. understanding the importance of</p> <ul style="list-style-type: none"> • types of fibres • types of sliver • sliver defects • comber lap defects <p>KB2. process flow in a textile mill</p> <p>KB3. material flow in a textile mill</p> <p>KB4. importance of combing and combing preparatory</p> <p>KB5. functions of different parts of lap former</p> <p>KB6. importance of colour coding followed for different hanks</p> <p>KB7. guidelines for operating the lap former machine</p> <p>KB8. understanding the functions of different signal lamps</p> <p>KB9. guidelines for taking charge of shift from previous shift operator</p> <p>KB10. guidelines for handing over the shift to the next shift operator</p> <p>KB11. importance of material handling and types of material handling equipments used equipments</p> <p>KB12. functions and methodology for operating different material handling tools</p> <p>KB13. knowledge of waste collection system & equipments used</p> <p>KB14. importance of cleanliness at workplace</p> <p>KB15. safety procedures to be followed</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 |
| | You need to know and understand how to: |
| | SA2. comprehend written instructions |
| | 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 |
| B. Professional Skills | Problem Solving |

TSC/ N0107

Taking charge of shift and handing over shift to operator

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| | 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>Attention to Detail</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 |
| C. Technical Skills | You need to know and understand how to: SC1. procedure to patrol around the combing preparatory machine SC2. procedure to operate the different mechanisms in lap former SC3. procedure for patrolling around the combing preparatory department and identifying worn out or damaged machine parts SC4. procedure to check the quality of sliver, comber lap and proper functioning of machine parts in combing preparatory machine SC5. procedure for operating different material handling tools and equipments SC6. maintain neatness at work |

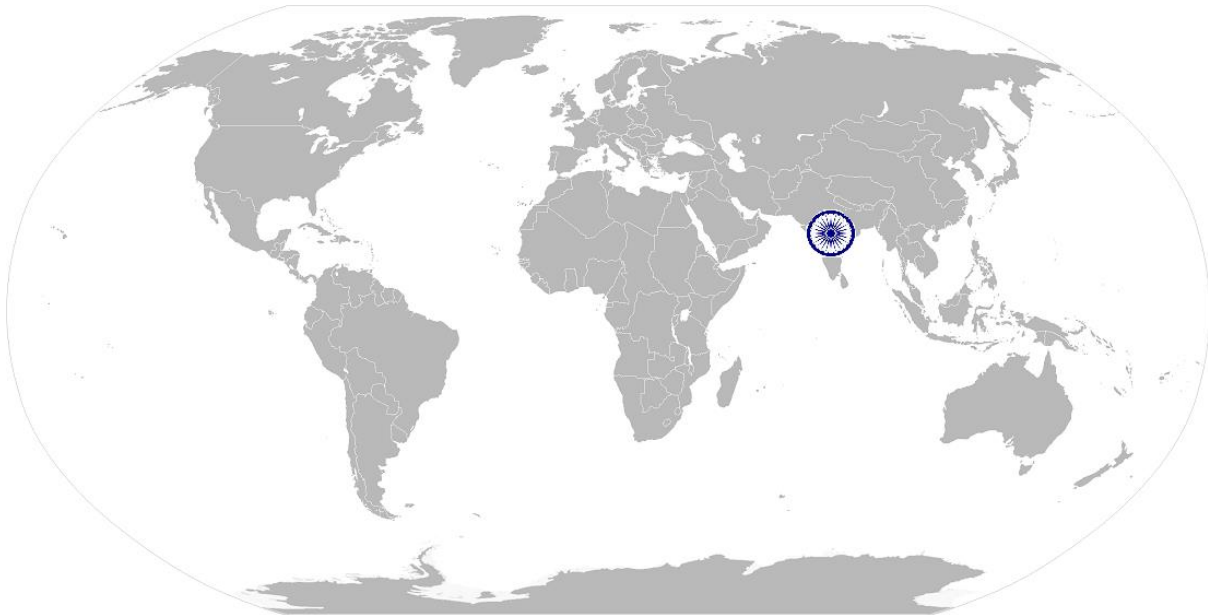


TSC/ N0107

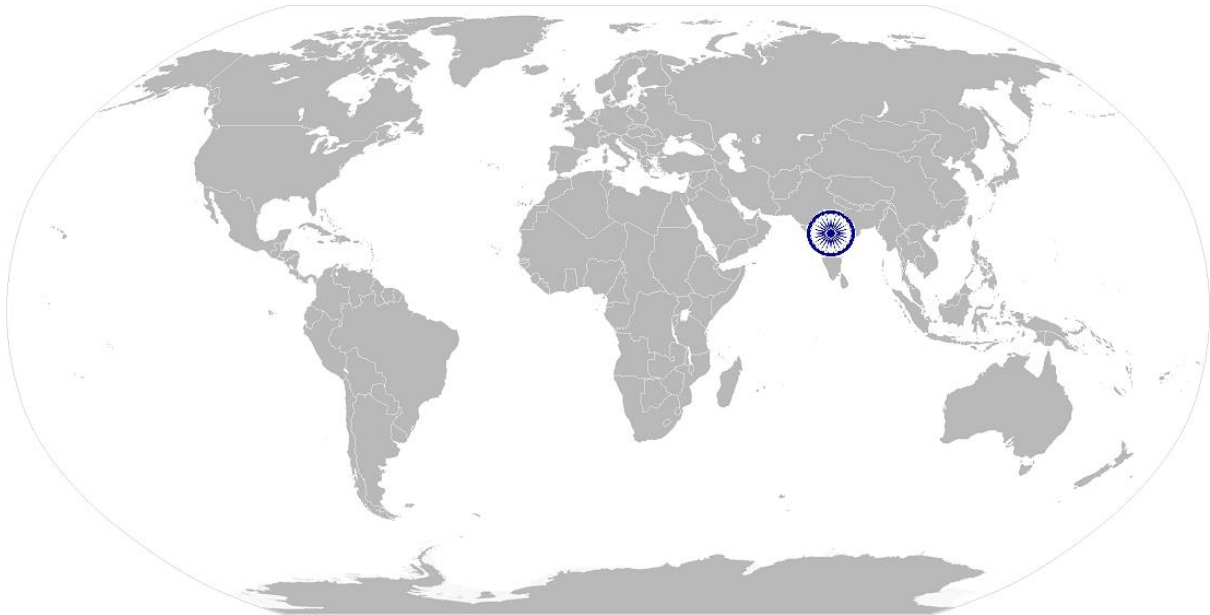
Taking charge of shift and handing over shift to operator

NOS Version Control

| NOS Code | | TSC/ N0107 | |
|---------------------|----------------------|------------------|----------|
| Credits (NSQF) | TBD | Version number | 1.0 |
| Industry | Textile | Drafted on | 15/12/14 |
| Industry Sub-sector | Spinning | Last reviewed on | 25/02/15 |
| Occupation | Spinning Preparatory | Next review date | 01/03/16 |



National Occupational Standard



Overview

This unit is about carrying out procedure for operating the combing preparatory machines and carrying out cleaning and maintenance activities

TSC/ N0108

Operating the combing preparatory machine

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| National Occupational Standard | Unit Code | TSC/ N0108 |
| | Unit Title (Task) | Operating the combing preparatory machine |
| | Description | This unit is about carrying out procedure for operating the combing preparatory machines and carrying out cleaning and maintenance activities |
| | Scope | <p>This unit/task covers the following:</p> <ul style="list-style-type: none"> ▪ Operating the machine ▪ carryout cleaning activities ▪ carryout maintenance activities ▪ Material handling and safety at workplace ▪ Other tenting responsibilities |
| | Performance Criteria (PC) w.r.t. the Scope | |
| | Elements | Performance Criteria |
| | Operating the machine | <p>To be competent ,you must be able to:</p> <p>PC1. ensure that necessary changes and tests are carried out and follow the instructions of the superiors before running the machine</p> <p>PC2. to operate the control switches for starting and stopping the machine</p> <p>PC3. following the different signal lamps used in machines</p> <p>PC4. identify the mixing by looking at the hank board affixed on the machine</p> <p>PC5. ensure proper functioning of lap former by verifying in the display panel</p> <p>PC6. check whether the sliver is properly fed</p> <p>PC7. properly creel the carding or drawn sliver in creel</p> <p>PC8. piece the sliver during breakage</p> <p>PC9. doff the lap</p> <p>PC10. view the display panel and identify the reasons for machine stoppages if any</p> <p>PC11. ensure the machine is running in the set speed by viewing the display panel</p> <p>PC12. ensure the working area is clean</p> |
| | Carryout cleaning activities | <p>PC13. ensure the lap produced is free from surface damages</p> <p>PC14. clean the wastes around the machine</p> <p>PC15. segregate the wastes collected and deposit at the respective waste bins</p> <p>PC16. remove the defect in slivers if any</p> <p>PC17. support the mechanic while carryout cleaning maintenance activities</p> <p>PC18. use proper tools for cleaning</p> <p>PC19. carryout cleaning activities in creeling zone, drafting zone, and delivery zone at the scheduled intervals</p> <p>PC20. clean the drafting zone twice a shift and remove cotton stickings in the rollers, bearings etc</p> <p>PC21. ensure safety while carrying out cleaning</p> <p>PC22. ensuring the wastes collected are deposited in the respective waste box</p> <p>PC23. ensure drawing area is clean</p> |
| | Carryout maintenance activities | <p>PC24. ensure the sliver is uniformly creeled and fed</p> <p>PC25. support the fitter for carrying out maintenance activities</p> <p>PC26. ensure the draft variation on CV% is within the limits and if it's abnormal</p> |

TSC/ N0108

Operating the combing preparatory machine

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| | <p>report it to superiors.</p> <p>PC27. attend roller lapping, chocking of sliver and ensure minimum waste</p> <p>PC28. carry out wheel changes/ hank changes as per supervisor's/shift officer's instructions</p> <p>PC29. ensure roller lapping doesn't happen frequently</p> <p>PC30. release the pressure on top rollers when the machine is to be stopped for longer duration</p> <p>PC31. failure of stop motions and breakdown should be reported to superiors</p> <p>PC32. to inform the supervisor and maintenance in charge in case of a jam</p> <p>PC33. report to the superiors and support him for carrying out maintenance activities ,in case of any break-downs,</p> <p>PC34. support the fitter during minor breakdown</p> |
| <p>Material handling and safety at workplace</p> | <p>PC35. ensure proper material handling of sliver, sliver can, spool and lap</p> <p>PC36. ensure using proper material handling of tools and equipments</p> <p>PC37. ensure safety while operating the lap former machine</p> <p>PC38. ensure using of safety gadgets like caps, masks and shoes and verifying the safety stop motions</p> |
| <p>Other tenting responsibilities</p> | <p>PC39. ensure the lap produced is free from outside damages</p> <p>PC40. inform superiors immediately, if any break down or fault in the machine is noticed</p> <p>PC41. ensure the proper functioning of signal lamps</p> <p>PC42. ensure that machine is working properly, if any deviations inform superiors immediately</p> <p>PC43. collect the reusable wastes and weigh them at shift end and place them in specified area</p> <p>PC44. 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>The individual on the job needs to know and understand:</p> <p>KA1. the organization's policies & standard operating procedures (SOP)</p> <p>KA2. should have an awareness, knowledge of customers</p> <p>KA3. potential hazards associated with the machines and the safety precautions must be taken</p> <p>KA4. protocol to obtain more information on work related tasks</p> <p>KA5. contact person in case of queries on procedure or products and for revolving issues related to defective machines, tools, materials & equipments</p> <p>KA6. details of the various job rolls & responsibilities</p> <p>KA7. documentation and reporting formats</p> <p>KA8. work targets & review machine with superiors</p> <p>KA9. protocol and format for reporting work related risks/ problems</p> <p>KA10. method of obtaining /giving feed back with respect to performance</p> <p>KA11. importance of team work .harmonious working relationships</p> <p>KA12. process for offering /obtaining work related assistance</p> <p>KA13. responsibilities under health, safety and environmental legislation</p> <p>KA14. guidelines for storage & disposal of waste materials</p> |

TSC/ N0108

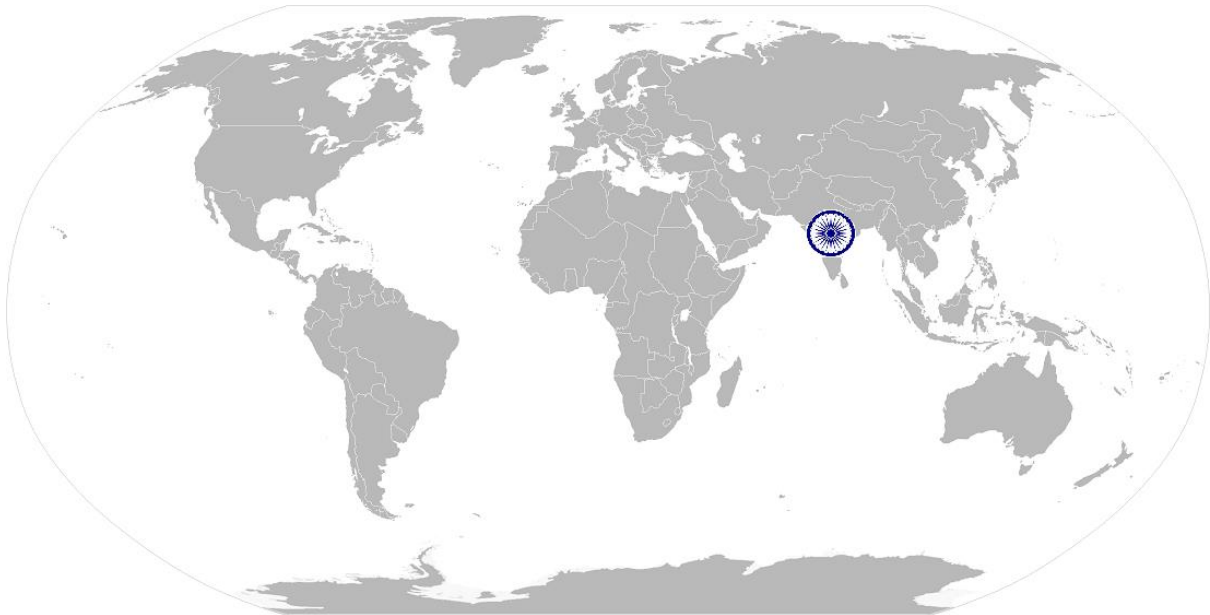
Operating the combing preparatory machine

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| <p>B. Technical/Domain Knowledge of product</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, , types of sliver, sliver hank, lap</p> <p>KB3. importance of sliver and lap quality</p> <p>KB4. importance of combing and combing preparatory</p> <p>KB5. functions of various parts in a lap former</p> <p>KB6. importance & functions of different signal lamps</p> <p>KB7. importance of drafting</p> <p>KB8. different control buttons used</p> <p>KB9. knowledge of different functions in display panel and procedure to operate the lap former</p> <p>KB10. types of wastes and procedure for collecting and segregating wastes</p> <p>KB11. guidelines for operating the material handling tools and equipments</p> <p>KB12. importance of cleanliness at work place</p> <p>KB13. guidelines for carrying out cleaning activities</p> <p>KB14. guidelines for carrying out maintenance activities</p> <p>KB15. importance of material handling</p> <p>KB16. types of material handling equipments used</p> <p>KB17. functions and methodology for operating different material handling equipments</p> <p>KB18. importance of safety at workplace</p> <p>KB19. safety gadgets used in a textile mill</p> |
| <p>Skills (S)</p> | |
| <p>A. Core Skills/ Generic Skills</p> | <p>Writing Skills</p> <p>You need to know and understand how to:</p> <p>SA1. write clear and short sentences</p> <p>Reading Skills</p> <p>You need to know and understand how to:</p> <p>SA2. comprehend written instructions</p> <p>Participation</p> <p>On the job the individual should be able to:</p> <p>SA3. read, write and communicate orally in local language</p> <p>SA4. plan and manage work routine based on instructions from supervisor</p> <p>SA5. willingly participate in the various programs/ meetings that will be conducted by the superiors & put forth the suggestions in the interest of the company</p> <p>SA6. participate in the " quality circles" that will be formed by the superiors</p> <p>SA7. extend voluntary supports and adapt to the various procedures that will be adopted by the company with respect to compliances for the different certifications like " ISO 9001", "ISO 14001", SA 8001" GOTS certification " fair trade " etc.</p> |
| <p>B. Technical Skills</p> | <p>You need to know and understand :</p> <p>SC1. procedure to identify and remove the defects in sliver and lap</p> <p>SC2. procedure for cleaning the wastes and waste segregation</p> |

TSC/ N0108

Operating the combing preparatory machine

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| | <p>SC3. procedure to remove roller lapping</p> <p>SC4. procedure to carryout cleaning activities</p> <p>SC5. procedure for cleaning mechanisms of the creel zone, drafting zone and delivery zone</p> <p>SC6. procedure to carryout basic maintenance activities</p> <p>SC7. maintain cleanliness at work place</p> |
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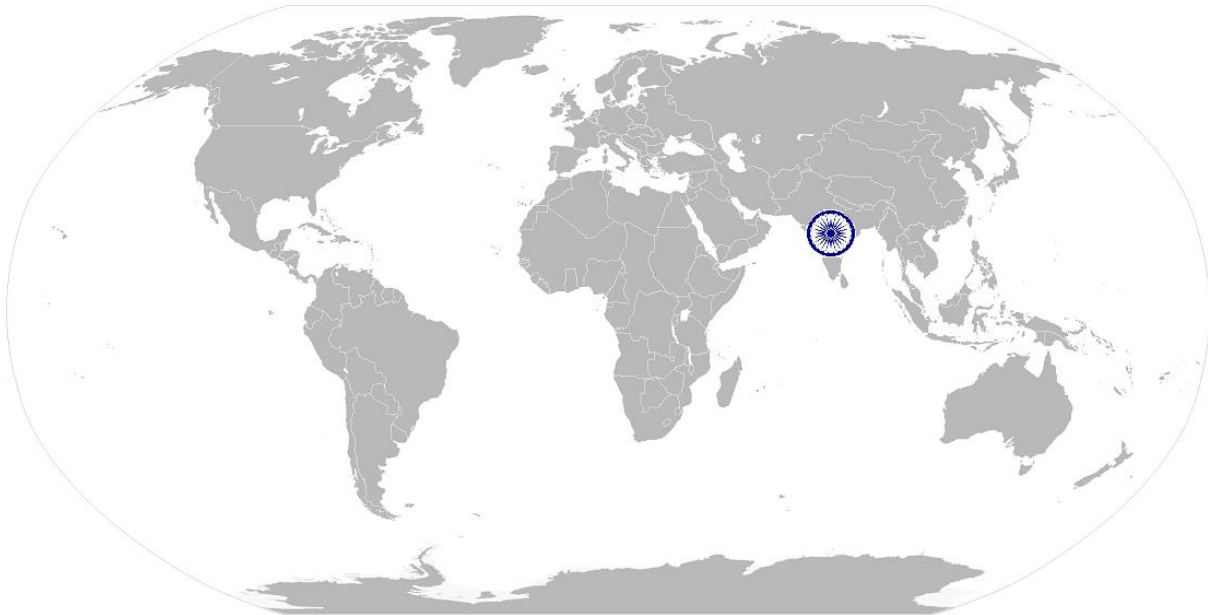


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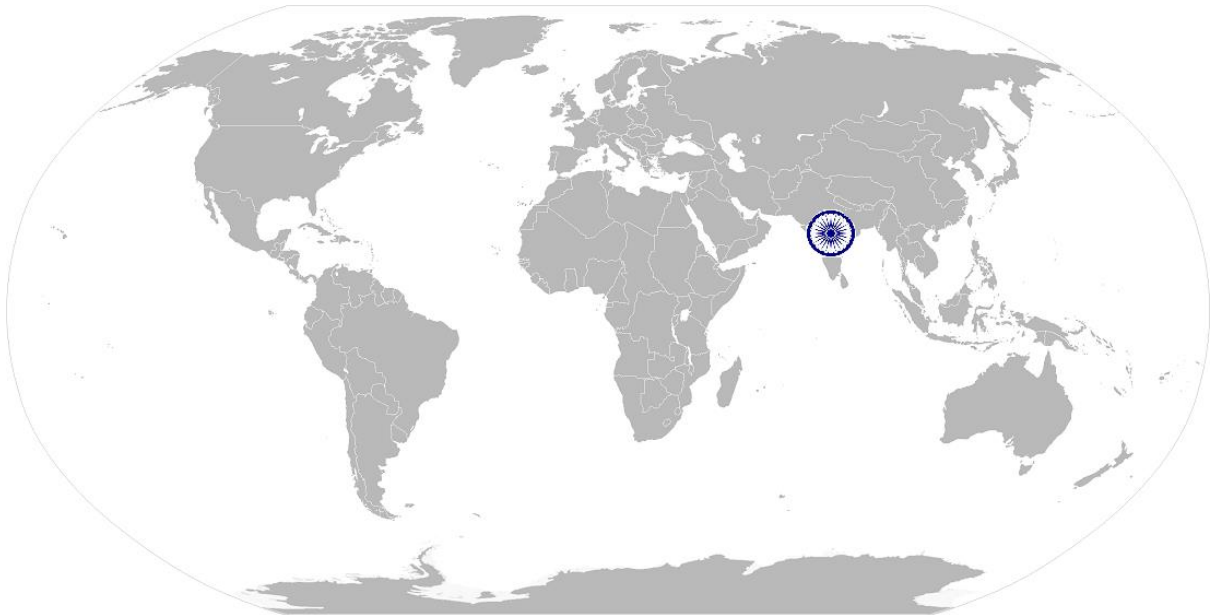
Operating the combing preparatory machine

NOS Version Control

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| NOS Code | TSC/ N0108 | | |
| Credits (NSQF) | TBD | Version number | 1.0 |
| Industry | Textile | Drafted on | 15/12/14 |
| Industry Sub-sector | Spinning | Last reviewed on | 25/02/15 |
| Occupation | Spinning Preparatory | Next review date | 01/03/16 |



National Occupational Standard



Overview

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

TSC /N0109

Carryout creeling, piecing and doffing activities

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| National Occupational Standard | Unit Code | TSC/ N0109 |
| | Unit Title (Task) | Carryout creeling, piecing and doffing activities |
| | 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"> ▪ Creeling the sliver ▪ Attending the machine on sliver breakage ▪ Piecing the sliver at creel zone ▪ Mending the delivery zone breakage ▪ Checking the quality of piecing ▪ To carryout doffing activity ▪ Post doffing activities |
| | Performance Criteria (PC) w.r.t. the Scope | |
| | Elements | Performance Criteria |
| | Creeling the sliver | <p>To be competent ,you must be able to:</p> <p>PC1. understand the mixings, hanks and the color codification used</p> <p>PC2. ensure the correct hank of slivers cans are taken for creeling</p> <p>PC3. follow proper color coding of sliver cans</p> <p>PC4. creel the required number of cans and drawing the sliver forward</p> <p>PC5. ensure proper creeling procedure is followed for creeling the slivers</p> <p>PC6. draw the slivers to the drafting zone</p> <p>PC7. ensure the slivers are passed through all guide rollers and stop motions</p> <p>PC8. ensure proper material handling of slivers and sliver cans</p> |
| | Attending the machine on sliver breakage | <p>PC9. identify whether the machine stoppage by viewing the signal lamps and in display panel</p> <p>PC10. identify the reasons for machine stoppage</p> <p>PC11. ensure minimum time is taken for attending the sliver breakage</p> |
| | Piecing the sliver at creel zone | <p>PC12. ensure that the sliver passes through the creeling section without affecting the quality of sliver</p> <p>PC13. ensure proper length of sliver is available for piecing</p> <p>PC14. piece the broken sliver together in the event of sliver breakage at creel section</p> <p>PC15. piece the sliver between cans in the event of sliver exhaust in sliver can and replacement with a full sliver can</p> <p>PC16. ensure standard piecing procedure is adopted and quality of piecing is as per standards</p> <p>PC17. ensure minimum time is taken for piecing the sliver</p> <p>PC18. keep the sliver waste in the waste collection pocket provided to each tenter and hen put in the waste in waste collection box</p> |
| | Mending the delivery zone breakage | <p>PC19. collect the slivers, draw the slivers through creel table, mend the broken ends and condense through the calendaring rollers and wind on the spool</p> |

TSC /N0109

Carryout creeling, piecing and doffing activities

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| | <p>PC20. ensure proper procedure is followed for mending</p> <p>PC21. ensure proper functioning of machine post mending</p> <p>PC22. collect the wastes collected during mending and store the waste at respective waste box</p> <p>PC23. segregate the reusable wastes and weigh and record them in a register</p> <p>PC24. transfer the reusable wastes to blowroom / storage area</p> <p>PC25. ensure standard procedure is adopted for mending and quality of piecing is as per standards</p> <p>PC26. ensure minimum time is taken for piecing the sliver</p> <p>PC27. ensure safety while carrying out piecing activity</p> |
| Checking the quality of piecing | <p>PC28. verify the quality of piecing done in the sliver</p> <p>PC29. ensure sliver tension in the creeling section is appropriate</p> <p>PC30. ensure proper functioning of the machine</p> |
| Carrying out doffing | <p>PC31. collect the empty spools from comber</p> <p>PC32. ensure the empty spools are clean</p> <p>PC33. clean the empty spools if need</p> <p>PC34. feed the empty spools in the reserve holder</p> <p>PC35. ensure whether the machine is ready for doffing by viewing the details in display panel</p> <p>PC36. keep the required number of spools in the reserve holder for automatic lap change</p> <p>PC37. ensure proper doffing in the lap former</p> <p>PC38. ensure the lap trolley is kept ready near the machine for doffing</p> |
| Post doffing responsibilities | <p>PC39. ensure the comber lap are properly doffed and placed in the lap trolley</p> <p>PC40. ensure proper functioning of lap former post doffing</p> <p>PC41. ensure proper material handling of comber lap</p> <p>PC42. ensure proper material handling of lap trolleys</p> <p>PC43. take care during hank change to avoid mix up of laps</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. safe working practices to be adopted in textile mill</p> <p>KA3. quality systems and other processes practiced in the textile mill</p> <p>KA4. reporting to the supervisor or higher authority in case of emergency</p> <p>KA5. color coding adopted for different hanks in the textile mill</p> |
| B. Technical Knowledge | <p>You need to know and understand:</p> <p>KB1. process flow and material flow in textile mill</p> <p>KB2. functions of combing preparatory machine</p> <p>KB3. functions of control switches and signal lamps</p> <p>KB4. importance of piecing /mending</p> <p>KB5. importance of doffing</p> <p>KB6. importance of color coding</p> <p>KB7. importance of sliver and lap quality</p> <p>KB8. guidelines for creeling and piecing the sliver</p> <p>KB9. guidelines and precautions for mending the lap</p> |

TSC /N0109

Carryout creeling, piecing and doffing activities

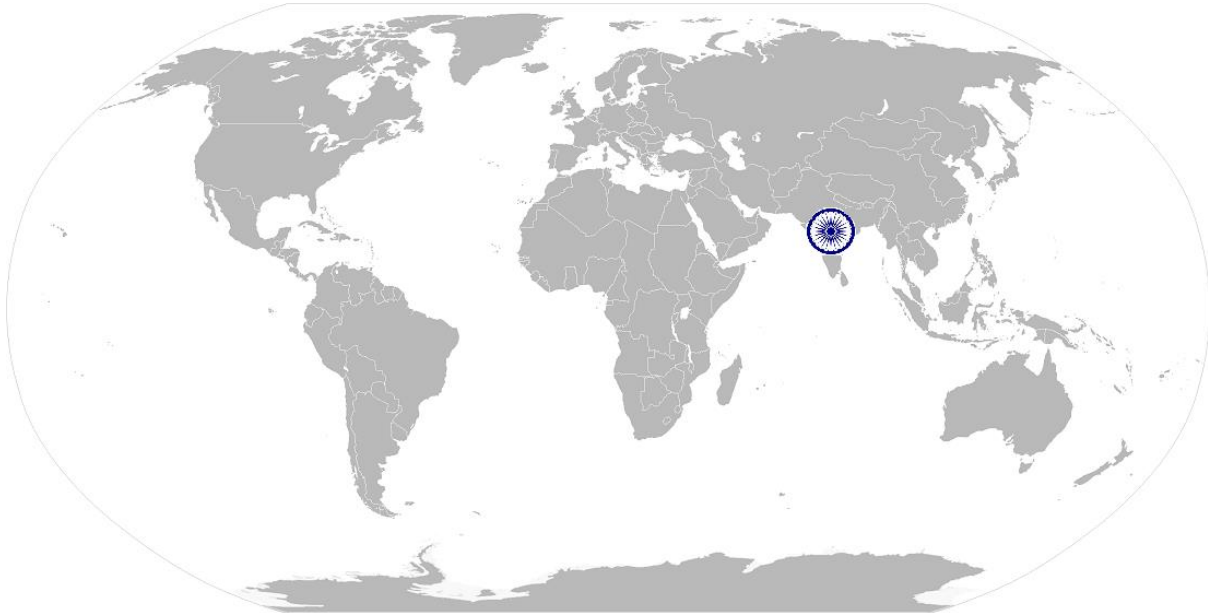
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| | KB10. guidelines and precautions for carrying out doffing activity KB11. knowledge of different functions in display panel and procedure to operate the machine KB11. types of wastes and importance of collecting waste KB12. importance of cleanliness and safety at work place |
| 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 and understand how to: SA2. comprehend written instructions |
| | 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 |
| B. Professional Skills | 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 |
| | 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 |
| C. Technical Skills | You need to know and understand : SC1. procedure for creeling the sliver cans SC2. procedure for piecing the sliver at creel zone SC3. procedure for condensing the sliver and feeding to drafting zone SC4. procedure for clearing the roller lapping SC4. standard operating procedure for carrying out piecing activity SC5. standard operating procedure for carrying out doffing activity SC6. procedure for segregating the different types of cotton wastes SC7. procedure for storing reusable wastes and weighing them SC8. procedure for material handling of sliver, sliver cans, comber lap and lap trolleys SC9. maintain cleanliness at work |

TSC /N0109

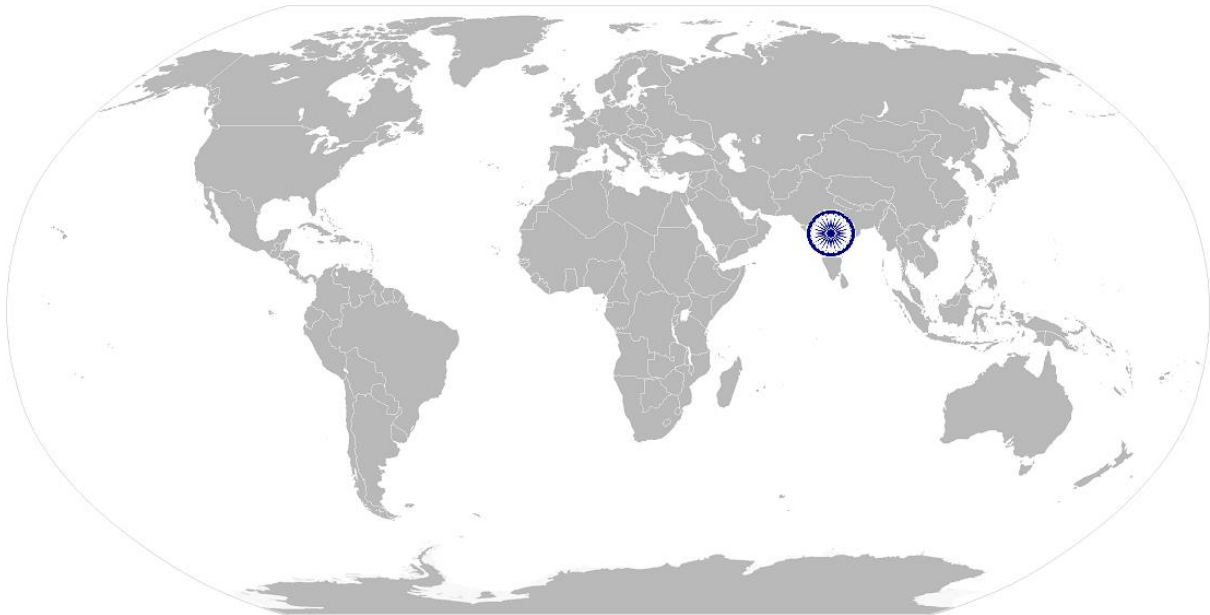
Carryout creeling, piecing and doffing activities

NOS Version Control

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|----------------------------|-----------------------------|-------------------------|-----------------|
| NOS Code | TSC/N0109 | | |
| Credits (NSQF) | TBD | Version number | 1.0 |
| Industry | Textile | Drafted on | 15/12/14 |
| Industry Sub-sector | Spinning | Last reviewed on | 25/02/15 |
| 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

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| 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 | <p>To be competent, you must be able to:</p> <p>PC1. handle materials, machinery, equipment and tools with care and use them in the correct way</p> <p>PC2. use correct lifting and handling procedures</p> <p>PC3. use materials to minimize waste</p> <p>PC4. maintain a clean and hazard free working area</p> <p>PC5. maintain tools and equipment</p> <p>PC6. carry out running maintenance within agreed schedules</p> <p>PC7. carry out maintenance and/or cleaning within one's responsibility</p> <p>PC8. report unsafe equipment and other dangerous occurrences</p> <p>PC9. ensure that the correct machine guards are in place</p> <p>PC10. work in a comfortable position with the correct posture</p> <p>PC11. use cleaning equipment and methods appropriate for the work to be carried out</p> <p>PC12. dispose of waste safely in the designated location</p> <p>PC13. store cleaning equipment safely after use</p> <p>PC14. carry out cleaning according to schedules and limits of responsibility</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. 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> |
| B. Technical Knowledge | <p>You need to know and understand:</p> <p>KB1. work instructions and specifications and interpret them accurately</p> <p>KB2. relation between work role and the overall manufacturing process</p> |

TSC/ N9001

Maintain work area, tools and machine

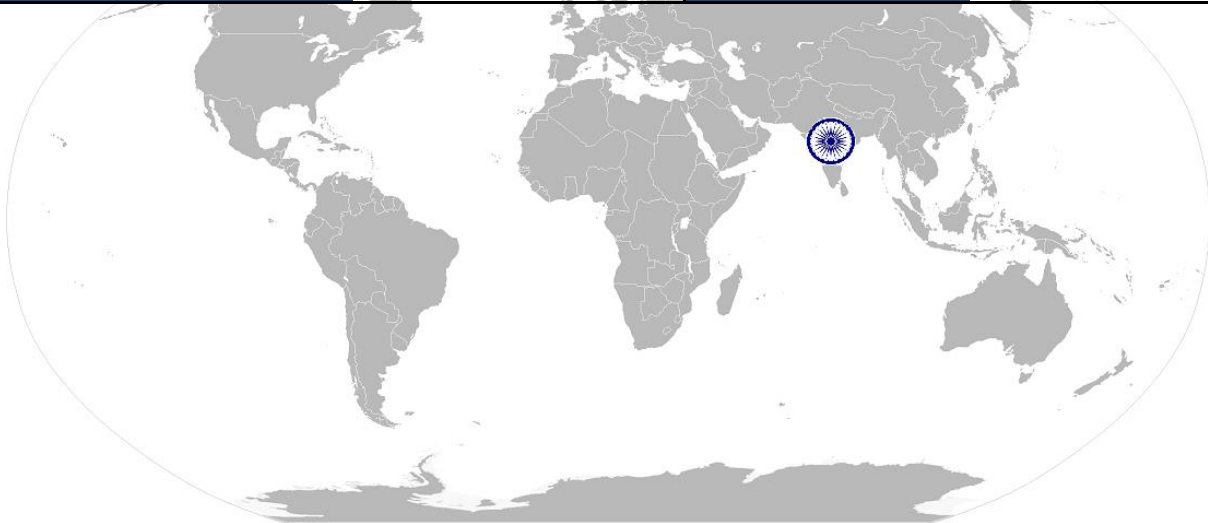
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| | <p>KB3. hazards likely to be encountered when conducting routine maintenance KB4. the importance of taking action when problems are identified KB5. different ways of minimizing waste KB6. the importance of running maintenance and regular cleaning 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 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) 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 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 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 :</p> <p>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

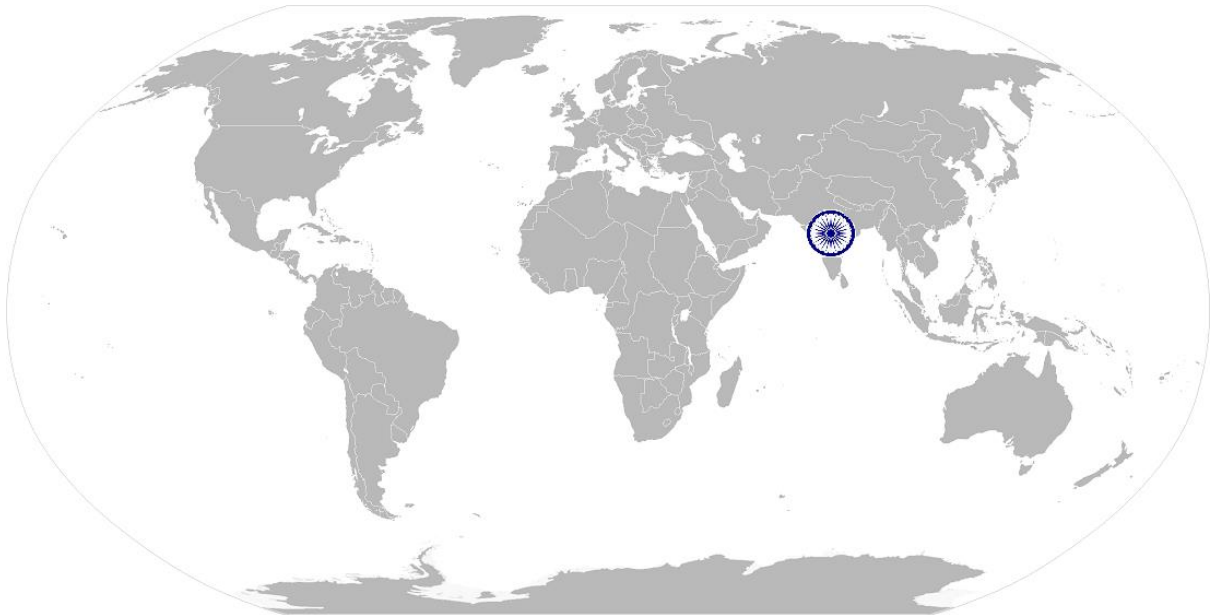
Maintain work area, tools and machine

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 | 25/02/15 |
| 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 | This unit/task covers the following: <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 | To be competent, you must be able to: PC1. be accountable to the own role in whole process PC2. perform all roles with full responsibility PC3. be effective and efficient at workplace |
| Communication | PC4. properly communicate about company policies PC5. report all problems faced during the process PC6. talk politely with other team members and colleagues PC7. submit daily report of own performance |
| Adaptability | PC8. adjust in different work situations PC9. give due importance to others' point of view PC10. avoid conflicting situations |
| Creative freedom | PC11. develop new ideas for work procedures PC12. improve upon the existing techniques to increase process efficiency |
| Knowledge and Understanding (K) | |
| A. Organizational Context | you need to know and understand: KA1. standard operating procedures (SOP) and regulations in a textile mill KA2. procedure followed to get the final output in the textile mill KA3. safe working practices to be adopted in textile mill KA4. reporting to the supervisor or higher authority about any grievances faced |
| B. Technical Knowledge | you need to know and understand: KB1. the importance of the previous and next step of the process KB2. process flow in a textile mill and the concerned workers KB3. material flow in a textile mill and the required person KB4. functions of different parts of the machine KB5. tools and equipments used KB6. guidelines for operating the machine KB7. safety procedures to be followed in machine |
| Skills (S) | |
| A. Core Skills/ Generic Skills | Writing Skills |
| | You need to know and understand how to: SA1. write clear and short sentences SA2. write daily work report SA3. write grievance complaint application |
| | Reading Skills |

TSC/ N9002

Working in a team

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| | you need to know and understand how to: SA4. 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 |

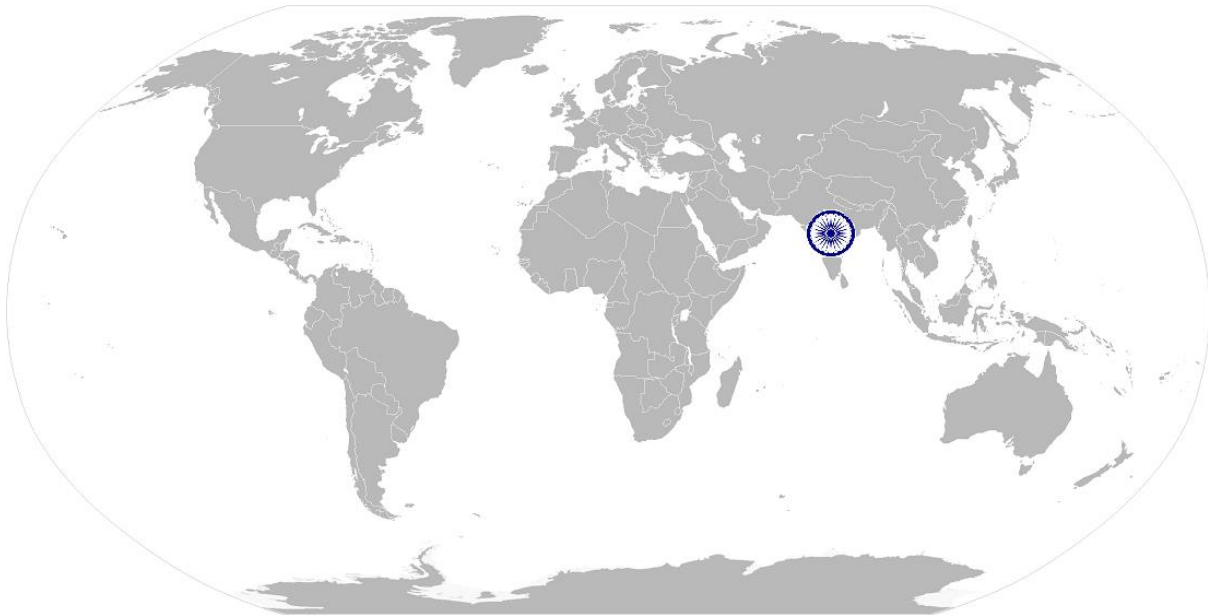


TSC/ N9002

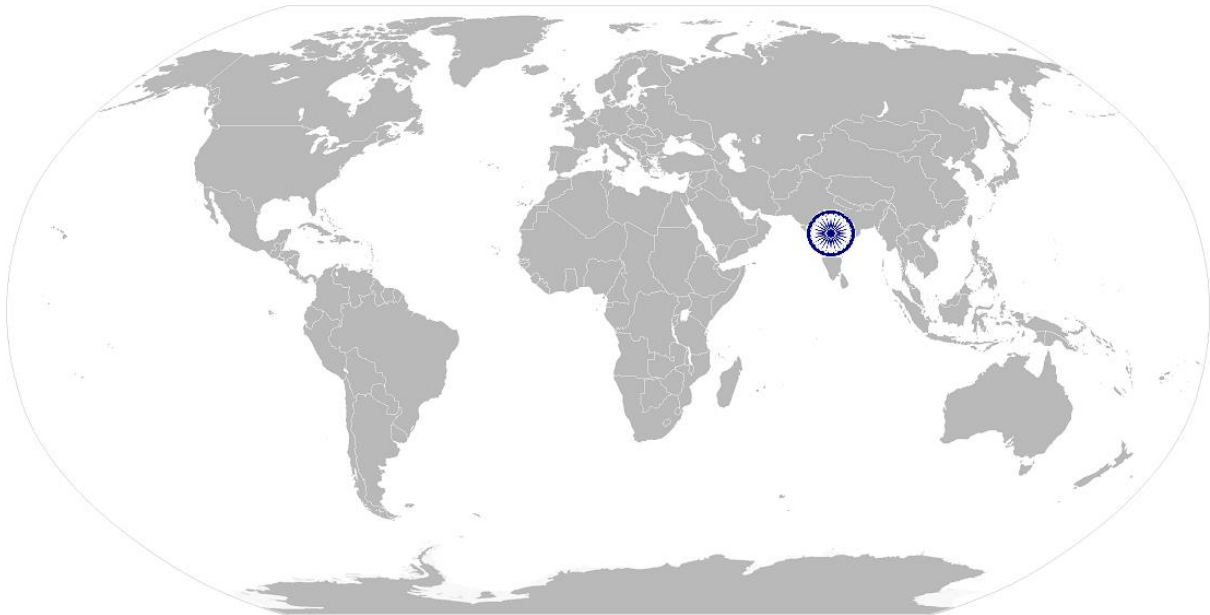
Working in a team

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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 | 25/02/15 |
| 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/ N9003 Maintain health, safety and security at work place

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|--|--|
| Unit Code | TSC/ N9003 |
| 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, you 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>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> |
| Planning the safety | PC21. recognise different measures to curb the hazards |

TSC/ N9003

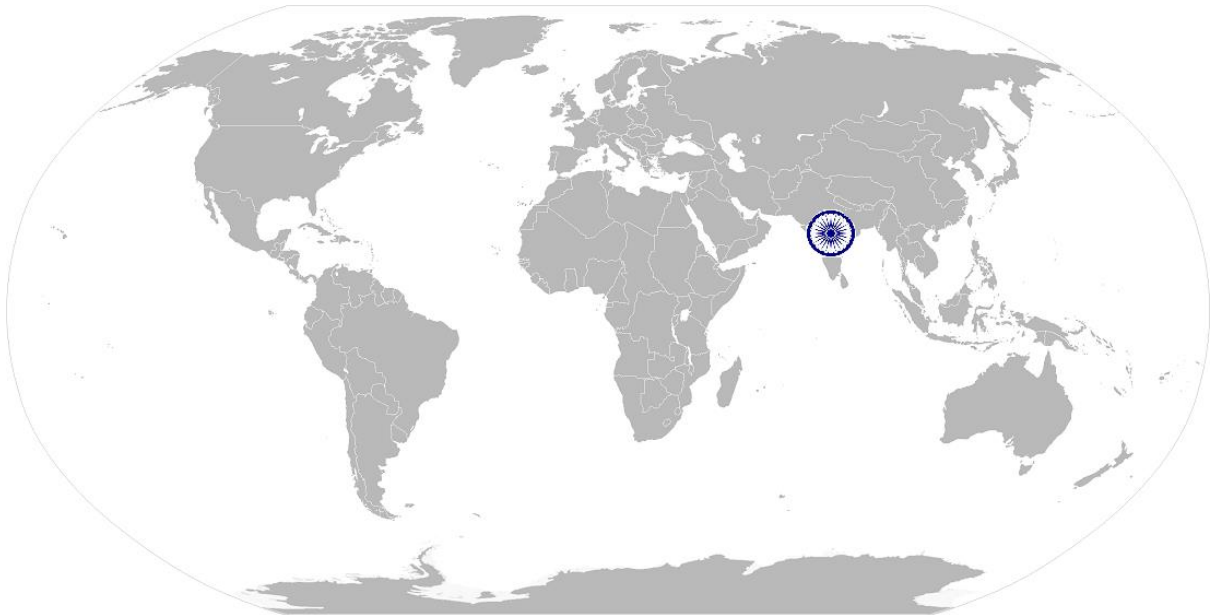
Maintain health, safety and security at work place

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| techniques | |
| 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 and understand how to: SA2. Comprehend written instructions. |
| | Oral Communication (Listening and Speaking skills) |
| | SA3. listen to others attentively SA4. respond to emergencies, accidents or fire at the workplace SA5. evacuate the premises and help others in need while doing so SA6. the value of physical fitness, personal hygiene and good habits SA7. talk with others politely |
| | B. Professional Skills |
| Decision Making | |
| SB1. identify correct safety measure for particular hazard SB2. make required safety plans as and when required | |

TSC/ N9003

Maintain health, safety and security at work place

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| | 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 |

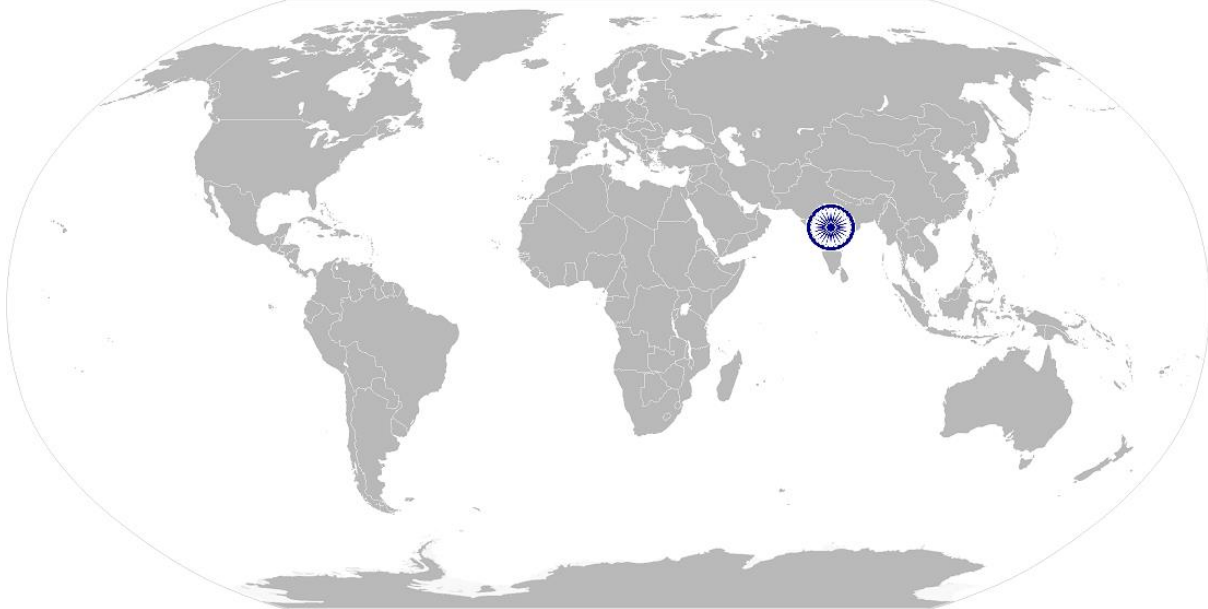


TSC/ N9003

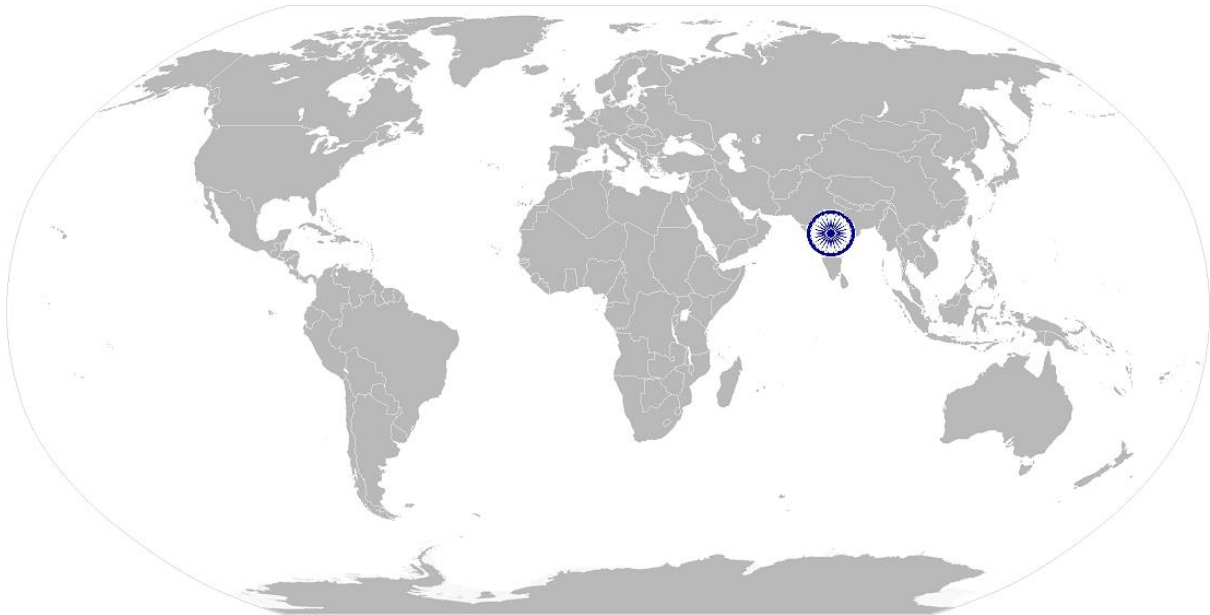
Maintain health, safety and security at work place

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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 | 25/02/15 |
| 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

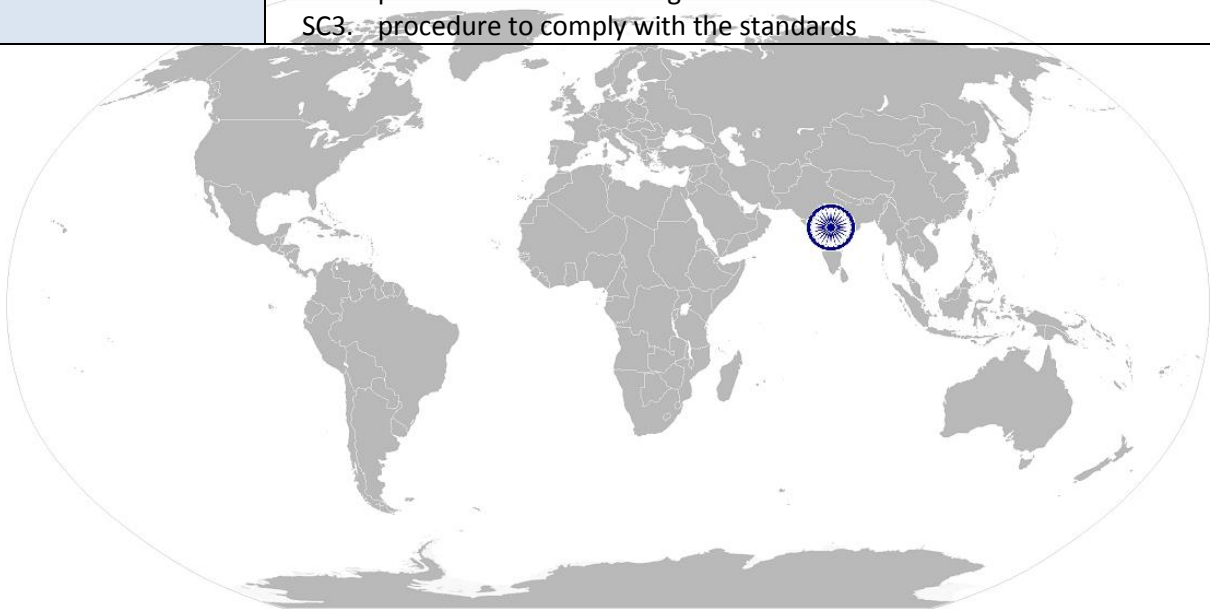
National Occupational Standard

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| 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 organizational 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>KB1. guidelines for cleaning the various parts of machine</p> |
| Skills (S) | |
| A. Core Skills/ Generic Skills | Writing Skills |
| | <p>You need to know and understand how to:</p> <p>SA1. write reports</p> <p>SA2. write clear and short sentences</p> |

TSC /N9004

Comply with industry and organizational requirements

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| | Reading Skills |
| | You need to know and understand how to: SA3. read the local language SA4. read one more language than the local language SA5. read and comprehend the standards and rules |
| | Oral Communication (Listening and Speaking skills) |
| B. Technical Skills | You need to know and understand how to: SA6. talk effectively with others SA7. put forward your point SA8. listen to others |
| | 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 |

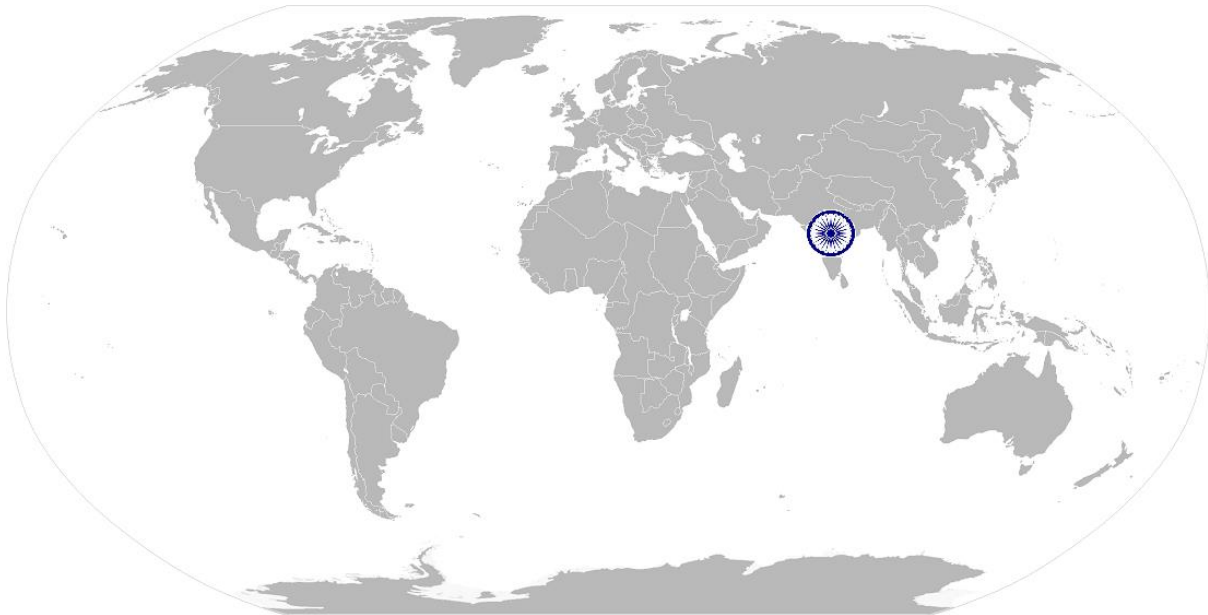


TSC /N9004

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 | 25/02/15 |
| Occupation | Spinning Preparatory | Next review date | 01/03/16 |



Assessment criteria

Job Role: Combing Preparatory Operator
Qualification Pack: Combing Preparatory 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/N0107 (Taking charge of shift and handing over shift to operator) | PC1. come at least 10 - 15 minutes earlier to the work spot | 100 | 4 | 2 | 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. | | 5 | 2 | 1 | 2 |
| | PC4. understand the hank produced, color coding, followed in the combing preparatory and combing department for his allocated number of machines | | 6 | 2 | 2 | 2 |
| | PC5. ensure the technical details are mentioned in the display board in the autoconer | | 4 | 2 | 1 | 1 |
| | PC6. check for the availability of the comber laps and spools in storage area | | 4 | 1 | 2 | 1 |
| | PC7. ensure all the machines are running properly, machines which are not running and problems if any should be clarified with the supervisor and operator | | 4 | 1 | 2 | 1 |

Assessment criteria

| | | | | |
|--|---|---|---|---|
| PC8. ensure proper functioning of combing machine parts | 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. ensure carding can randomization | 5 | 2 | 2 | 1 |
| PC15. hand over the shift to the incoming shift operator in a proper manner | 6 | 2 | 2 | 2 |
| PC16. ensure in providing the details regarding hank produced, color coding followed in the combing preparatory for his allocated number of machines | 6 | 2 | 2 | 2 |
| PC17. provide all relevant information regarding the hank produced, , damaged machine parts if any | 5 | 2 | 1 | 2 |
| PC18. get clearance from the incoming counterpart before leaving the work spot | 5 | 2 | 1 | 2 |
| PC19. 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 | 4 | 1 | 2 | 1 |
| PC20. ensure the shift has to be properly handed over to the incoming shift operator | 4 | 1 | 1 | 2 |
| PC21. 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 | 2 | 2 | 0 |

Assessment criteria

| | | | | | | |
|---|--|------------|------------|-----------|-----------|-----------|
| | PC22. collect the wastes from waste collection bags, weigh them and transport to storage area | | 3 | 1 | 1 | 1 |
| | PC23. ensure the work spot is clean | | 3 | 1 | 1 | 1 |
| | Total | | 100 | 35 | 36 | 29 |
| | Weight age % | | | 35% | 36% | 29% |
| 2. TSC/N0108 (Operating the combing preparatory machines) | PC1. ensure that necessary changes and tests are carried out and follow the instructions of the superiors before running the machine | 250 | 5 | 2 | 1 | 2 |
| | PC2. operate the control switches for starting and stopping the machine | | 5 | 2 | 1 | 2 |
| | PC3. follow the different signal lamps used in machines | | 4 | 1 | 2 | 1 |
| | PC4. identify the mixing by looking at the hank board affixed on the machine | | 4 | 1 | 2 | 1 |
| | PC5. sliver display monitor should be always on while the machine is working | | 4 | 1 | 2 | 1 |
| | PC6. ensure proper functioning of comber by verifying in the display panel | | 4 | 1 | 2 | 1 |
| | PC7. check whether the comber lap is properly fed | | 4 | 1 | 2 | 1 |
| | PC8. replenish the laps with minimum waste | | 4 | 1 | 2 | 1 |
| | PC9. remove the roller lapping | | 4 | 1 | 2 | 1 |
| | PC10. draw the cotton web to the delivery zone | | 4 | 1 | 2 | 1 |
| | PC11. piece the sliver during breakage | | 6 | 2 | 2 | 2 |
| | PC12. doff the full comber sliver can | | 6 | 2 | 2 | 2 |
| | PC13. view the display panel and identify the reasons for machine stoppages if any | | 4 | 1 | 2 | 1 |
| | PC14. ensure the machine is running in the set speed by viewing the display panel | | 4 | 1 | 2 | 1 |
| | PC15. ensure the working area is clean | | 4 | 1 | 2 | 1 |
| | PC16. ensure surface of the comber lap fed is free from defects / damages | | 4 | 1 | 2 | 1 |
| | PC17. ensure the sliver produced is free from surface damages | | 4 | 1 | 2 | 1 |

Assessment criteria

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|---|---|---|---|---|
| PC18. clean the can castors before putting the cans to the comber | 4 | 1 | 2 | 1 |
| PC19. ensure the sliver cans are clean before feeding in the doffing zone | 4 | 1 | 2 | 1 |
| PC20. clean the drafting zone twice a shift and remove cotton stickings in the rollers, bearings etc | 5 | 2 | 2 | 1 |
| PC21. remove the defect in slivers | 5 | 2 | 2 | 1 |
| PC22. support the mechanic while carryout cleaning maintenance activities | 4 | 1 | 2 | 1 |
| PC23. ensure drawing area is clean | 4 | 1 | 2 | 1 |
| PC24. ensure the comber table is clean and clean at regular intervals | 3 | 1 | 1 | 1 |
| PC25. carryout cleaning activities in creeling zone, drafting zone, and delivery zone | 4 | 1 | 2 | 1 |
| PC26. ensure that the nipper, half lap, top comb, drafting zone, table, calendaring zone, triumphet, coilers etc. are clean | 4 | 1 | 2 | 1 |
| PC27. collect the noils in the comber machine at the specified intervals | 4 | 1 | 2 | 1 |
| PC28. clean the comber once a shift and remove cotton sticking if any | 5 | 2 | 2 | 1 |
| PC29. clean the wastes around the machine | 4 | 1 | 2 | 1 |
| PC30. deposit the lap / sliver waste mixing wise in the containers provided near the machine | 4 | 1 | 2 | 1 |
| PC31. ensure safety while carrying out cleaning | 4 | 1 | 2 | 1 |
| PC32. ensuring the wastes collected are deposited in the respective hank wise waste box | 4 | 1 | 2 | 1 |
| PC33. ensure combing area is clean | 3 | 1 | 1 | 1 |
| PC34. support the fitter for carrying out maintenance activities | 5 | 2 | 2 | 1 |
| PC35. ensure the draft variation on CV% is within the limits and if it's abnormal report it to superiors | 4 | 1 | 2 | 1 |
| PC36. ensure the noils are removed as per the set limits, if abnormal should be reported to the superiors | 5 | 2 | 2 | 1 |

Assessment criteria

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|--|---|---|---|---|
| PC37. attend roller lapping, chocking of lap, sliver and ensure minimum waste | 5 | 2 | 2 | 1 |
| PC38. carry out wheel changes/ hank changes as per supervisor's instructions | 5 | 2 | 2 | 1 |
| PC39. ensure roller lapping doesn't happen frequently | 4 | 1 | 2 | 1 |
| PC40. ensure the rollers are dry enough to avoid lapping | 4 | 1 | 2 | 1 |
| PC41. ensure the top comb is clean | 4 | 1 | 2 | 1 |
| PC42. ensure the surface of the comber table is smooth | 4 | 1 | 2 | 1 |
| PC43. release the pressure on top rollers of the drafting zone when the machine is to be stopped for longer duration | 4 | 1 | 2 | 1 |
| PC44. ensure the noil sortiment position in panel board is as per the direction of supervisors | 4 | 1 | 2 | 1 |
| PC45. inform superiors immediately if the sliver monitors alarm rings in the machine | 4 | 1 | 1 | 2 |
| PC46. inform the supervisor and maintenance in charge in case of a jam | 4 | 1 | 1 | 2 |
| PC47. report to the superiors and support him for carrying out maintenance activities ,in case of any break-downs, | 5 | 1 | 1 | 3 |
| PC48. support the fitter during minor breakdown | 4 | 1 | 2 | 1 |
| PC49. ensure proper material handling of spool, comber lap, sliver, sliver can and empty can | 5 | 2 | 2 | 1 |
| PC50. ensure using proper material handling of tools and equipments | 5 | 2 | 2 | 1 |
| PC51. ensure safety while operating the comber | 4 | 1 | 2 | 1 |
| PC52. use the safety gadgets like caps, masks and shoes and verifying the safety stop motions | 5 | 2 | 2 | 1 |
| PC53. ensure the sliver produced is free from outside damages | 4 | 1 | 2 | 1 |
| PC54. Inform superiors immediately, if any break down or fault in the machine is noticed | 4 | 1 | 1 | 2 |

Assessment criteria

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|---|--|------------|------------|-----------|------------|-----------|
| | PC55. ensure the proper functioning of signal lamps | | 3 | 1 | 1 | 1 |
| | PC56. ensure that machine is working properly, if any deviations inform superiors immediately | | 4 | 1 | 2 | 1 |
| | PC57. collect the reusable wastes and weigh them at shift end and place them in specified area | | 6 | 2 | 2 | 2 |
| | PC58. Provide all relevant information's of the current working process to the next shift operator before relieving. | | 6 | 2 | 2 | 2 |
| | Total | | 250 | 74 | 107 | 69 |
| | Weight age % | | | 30% | 42% | 28% |
| 3. TSC/N0109 (Carryout creeling, piecing and doffing activities) | | | | | | |
| | PC1. understand the mixings, hanks and the color codification used | 200 | 6 | 2 | 1 | 3 |
| | PC2. ensure the correct hank of comber laps are taken for creeling | | 6 | 2 | 2 | 2 |
| | PC3. follow proper color coding of comber laps | | 4 | 1 | 2 | 1 |
| | PC4. creel the required number of cans and drawing the sliver forward | | 5 | 2 | 2 | 1 |
| | PC5. ensure proper creeling procedure is followed for creeling the comber laps | | 5 | 2 | 2 | 1 |
| | PC6. ensure the laps are passed through all guide rollers, comber table and stop motions | | 6 | 2 | 3 | 1 |
| | PC7. ensure proper material handling of spool and comber laps | | 5 | 2 | 2 | 1 |
| | PC8. identify whether the machine stoppage by viewing the signal lamps and in display panel | | 4 | 1 | 2 | 1 |
| | PC9. identify the reasons for machine stoppage | | 5 | 2 | 2 | 1 |
| | PC10. ensure minimum time is taken for attending the roller lapping, comber web breakage and sliver breakage | | 4 | 1 | 2 | 1 |
| | PC11. ensure minimum time is taken for attending the breakage at creel zone | | 4 | 1 | 2 | 1 |
| | PC12. identify the reason for breakage is due to roller lapping, comber web breakage or due to comber lap exhaust | | 4 | 1 | 2 | 1 |

Assessment criteria

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|--|---|---|---|---|
| PC13. ensure proper procedure is followed for creeling the comber lap | 5 | 2 | 2 | 1 |
| PC14. ensure the comber lap is properly combed by comber | 6 | 2 | 3 | 1 |
| PC15. ensure the thickness of comber web produced is uniform | 6 | 2 | 3 | 1 |
| PC16. draw the comber web through the comber head and trumpet for sliver formation | 6 | 2 | 3 | 1 |
| PC17. ensure proper length of sliver is available for drawing in the comber table | 5 | 2 | 2 | 1 |
| PC18. ensure all the sliver are uniformly drawn through comber table to the calendaring zone | 4 | 1 | 2 | 1 |
| PC19. ensure standard piecing procedure is adopted and quality of piecing is as per standards | 5 | 2 | 2 | 1 |
| PC20. ensure all the sliver are uniformly calendared and drafted in drafting zone | 5 | 2 | 2 | 1 |
| PC21. ensure minimum time is taken for drawing the sliver | 4 | 1 | 2 | 1 |
| PC22. ensure the sliver passes to the coiler zone uniformly | 5 | 2 | 2 | 1 |
| PC23. collect the wastes collected and store in the respective waste bins hank wise | 5 | 2 | 2 | 1 |
| PC24. keep the sliver waste in the waste collection pocket provided to each tenter and then put in the waste in waste collection box | 4 | 1 | 2 | 1 |
| PC25. open the calendaring zone | 5 | 2 | 2 | 1 |
| PC26. ensure minimum time is taken for piecing the sliver | 5 | 2 | 2 | 1 |
| PC27. ensure proper procedure is followed | 4 | 1 | 2 | 1 |
| PC28. draw the sliver through the conveyor rollers and pass it through the coiler rollers in delivery zone into the sliver can | 5 | 2 | 2 | 1 |
| PC29. ensure proper functioning of machine post piecing | 5 | 2 | 2 | 1 |

Assessment criteria

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|--|--|-----------|-----|-----|-----|-----|
| | PC30. collect the wastes collected during piecing and store the waste at respective waste box | | 4 | 1 | 2 | 1 |
| | PC31. segregate the reusable wastes and weigh and record them in a register | | 4 | 1 | 2 | 1 |
| | PC32. transfer the reusable wastes to blowroom/ storage area | | 4 | 1 | 2 | 1 |
| | PC33. ensure standard piecing procedure is adopted and quality of piecing is as per standards | | 4 | 1 | 2 | 1 |
| | PC34. verify the quality of piecing done in the sliver | | 5 | 2 | 2 | 1 |
| | PC35. ensure minimum time is taken for piecing the sliver | | 4 | 1 | 2 | 1 |
| | PC36. ensure safety while carrying out piecing activity | | 4 | 1 | 2 | 1 |
| | PC37. collect the empty cans from drawing or carding department for feeding the empty cans | | 5 | 2 | 2 | 1 |
| | PC38. keep the can castors clean before feeding | | 4 | 1 | 2 | 1 |
| | PC39. ensure whether the sliver can is ready for doffing by viewing the details in display panel | | 5 | 2 | 2 | 1 |
| | PC40. Keep the required number of empty cans near doff zone for automatic can change | | 4 | 1 | 2 | 1 |
| | PC41. keep the empty sliver can near the doffing machine in manual doffing | | 5 | 2 | 2 | 1 |
| | PC42. doff the full sliver can in case of manual doffing | | 6 | 2 | 2 | 2 |
| | Total | | 200 | 67 | 87 | 46 |
| | Weight age % | | | 34% | 44% | 23% |
| 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 |

Assessment criteria

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|--|---|-----------|----|-----|-----|-----|
| | PC5. maintain tools and equipment | | 4 | 2 | 1 | 1 |
| | 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 | | 5 | 1 | 2 | 1 |
| | PC4. properly communicate about company policies | | 4 | 1 | 2 | 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 | | 4 | 1 | 1 | 2 |
| | PC9. give due importance to others' point of view | | 4 | 2 | 1 | 1 |
| | PC10. avoid conflicting situations | | 4 | 2 | 1 | 1 |
| | PC11. develop new ideas for work | | 4 | 1 | 2 | 1 |

Assessment criteria

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|---|---|---------------------|----|-----|-----|-----|
| | procedures | | | | | |
| | PC12. improve upon the existing techniques to increase process efficiency | | 4 | 1 | 2 | 1 |
| | | | 50 | 17 | 17 | 16 |
| | Total | 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 work processes for potential risks and threat | | 5 | 2 | 2 | 1 |
| | 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 |

Assessment criteria

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|---|---|-----------|-----|--------|--------|--------|
| | 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 existing methods | | 3 | 1 | 1 | 1 |
| | 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 |

Assessment criteria

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|--------------------|--|--|------------|------------|------------|------------|
| | 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 % | | | 34% | 40% | 26% |
| Total | | | 800 | 269 | 321 | 210 |
| Grand Total | | | 800 | | | |