

## 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 – Dyestuff & Chemical Preparation Operator

**SECTOR: TEXTILE**

**SUB-SECTOR: PROCESSING**

**OCCUPATION: DYEING & PRINTING**

**REFERENCE ID: TSC/ Q 5205**

**ALIGNED TO: NCO-2004 / 8264.90**

**Brief Job Description:** A Dyestuff & Chemical Preparation Operator is responsible for Weighing, Dissolving & Dispensing of Dyestuff, Chemicals & other auxiliaries used for various purposes in a processing unit.

This job requires the individual to have thorough knowledge of process flow and material flow in a processing unit for fabric/fibre/yarn production and should know the importance of weighing & dispensing of various types of dyes & chemicals used in a processing unit.

**Personal Attributes:** A Dyestuff & Chemical Preparation Operator should have good eyesight, matching skills and vision. He/she should also have good interpersonal skills.

Job Details	<b>Qualifications Pack Code</b>	<b>TSC/ Q 5205</b>		
	<b>Job Role</b>	<b>Dyestuff &amp; Chemical Preparation Operator</b>		
	<b>Credits (NSQF)</b>	<b>TBD</b>	<b>Version number</b>	<b>1.0</b>
	<b>Sector</b>	<b>Textile</b>	<b>Drafted on</b>	<b>15/12/15</b>
	<b>Sub-sector</b>	<b>Processing</b>	<b>Last reviewed on</b>	<b>25/02/15</b>
	<b>Occupation</b>	<b>Dyeing &amp; Printing</b>	<b>Next review date</b>	<b>01/03/16</b>
	<b>Job Role</b>	<b>Dyestuff &amp; Chemical Preparation Operator</b>		
<b>Role Description</b>	To carry out weighing, dissolving & dispensing of dyestuff & chemicals, as specified under Job Order.			
<b>NSQF level</b>	4			
<b>Minimum Educational Qualifications</b>	10 <sup>th</sup> standard, preferably			
<b>Maximum Educational Qualifications</b>	N/A			
<b>Training</b> (Suggested but not mandatory)	Three to six months of training in textile processing.			
<b>Experience</b>	Preferably 2-3 years in textile processing			
<b>National Occupational Standards (NOS)</b>	<p><b>Compulsory:</b></p> <ol style="list-style-type: none"> <li><a href="#">TSC/N 5213 Taking charge of shift and handing over shift to operator</a></li> <li><a href="#">TSC/N 5214 Operating the Weighing scale, Mixer &amp; Dispensing unit</a></li> <li><a href="#">TSC/N 5215 Weighing the Dyes, Chemicals &amp; Auxiliaries</a></li> <li><a href="#">TSC/N 5216 Dissolving &amp; Dispensing of Dyes, Chemicals &amp; Auxiliaries</a></li> <li><a href="#">TSC/ N9001 Maintain work area, tools and machines</a></li> <li><a href="#">TSC/ N9002 Working in a team</a></li> <li><a href="#">TSC/ N9003 Maintain health, safety and security at workplace</a></li> <li><a href="#">TSC/ N9004 Comply with industry and organizational requirement</a></li> </ol> <p><b>Optional:</b> Not Applicable</p>			
<b>Performance Criteria</b>	As described in the relevant OS units			

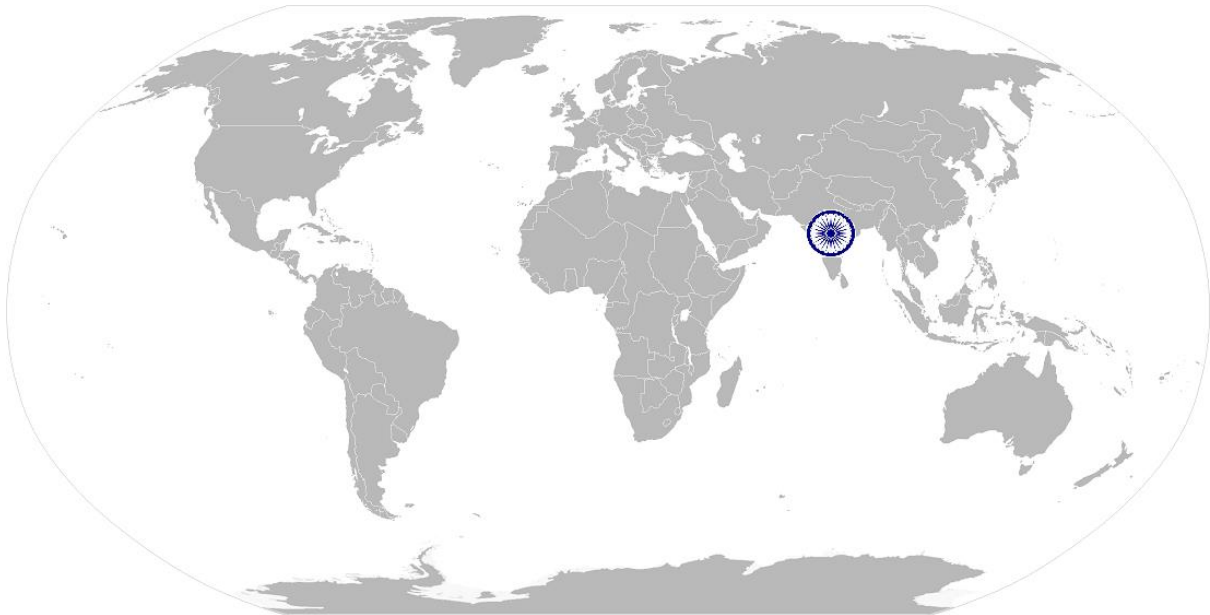
**Table 1: Glossary of Key Terms**

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.

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.
<b>Keywords /Terms</b>	<b>Description</b>
SSC	Sector Skill Council
OS	Occupational Standard(s)
NOS	National Occupational Standard(s)
QP	Qualifications Pack
NSQF	National Skill Qualifications Framework
NCO	National Classifications of Occupation
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/N 5213 Taking charge of shift and handing over shift to operator**

National Occupational Standard	<b>Unit Code</b>	<b>TSC/N 5213</b>
	<b>Unit Title (Task)</b>	<b>Taking charge of shift and handing over shift to operator</b>
	<b>Description</b>	This unit is about taking charge of shift from previous shift operator and relieving the responsibilities to the next shift operator
	<b>Scope</b>	<b>This unit/task covers the following:</b> <ul style="list-style-type: none"> <li>▪ taking charge of shift</li> <li>▪ handing over shift</li> </ul>
	<b>Elements</b>	<b>Performance Criteria</b>
	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 place</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 fabric being processed &amp; process running on the machine</p> <p>PC5. ensure the technical details are mentioned on the job card display on the machine</p> <p>PC6. check for the availability of the spare trolley for unloading the fabric</p> <p>PC7. check the next batch to be processed is ready near the machine</p> <p>PC8. ensure the required dyes &amp; chemicals are already weighed &amp; prepared</p> <p>PC9. check the cleanliness of the machines &amp; other work areas</p> <p>PC10. question the previous shift operator for any deviation in the above and bring the same to the knowledge of his/ hershift superior as well that of the previous shift as well.</p>
Handing over shift	<p>PC11. hand over the shift to the incoming operator in a proper manner</p> <p>PC12. ensure proper communication regarding fabric quality &amp; the process running on the machine while providing the details</p> <p>PC13. provide all relevant information regarding the stoppages or breakdown in the machine, any damage to the fabric or machine.</p> <p>PC14. ensure the empty trolley is near the machine for unloading the fabric</p> <p>PC15. ensure the next lot to be processed, which is already stitched &amp; arranged properly is ready near the machine</p> <p>PC16. ensure the required dyes &amp; chemicals for the next lot or next process are weighed &amp; prepared</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 leave the department only 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>	

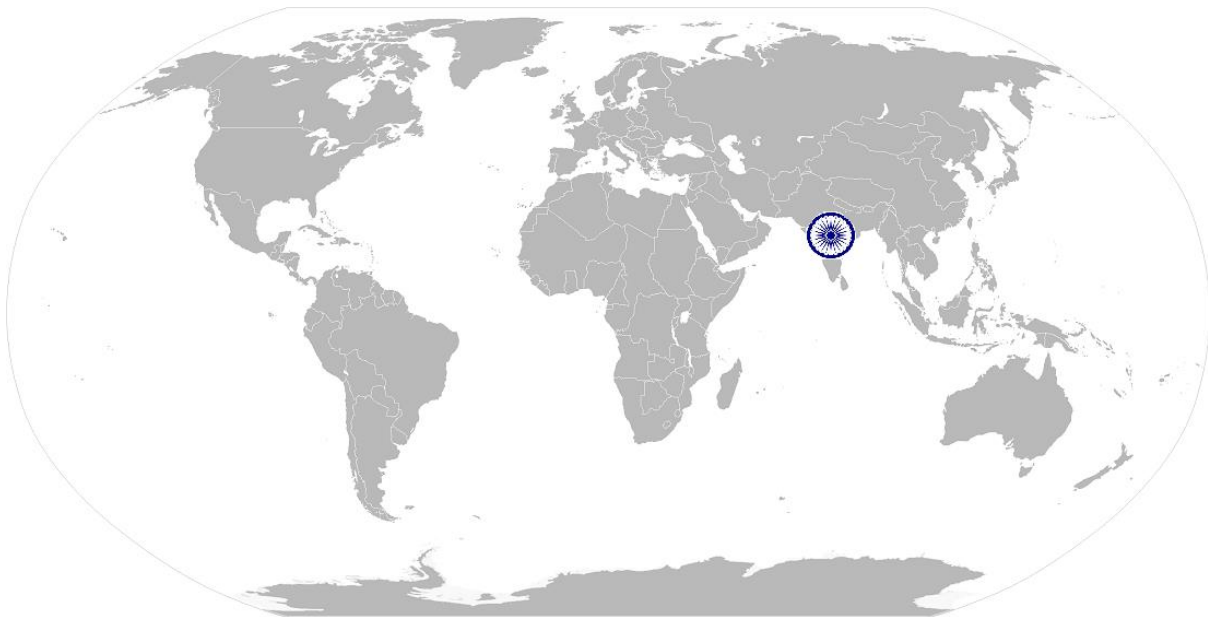


**TSC/N 5213 Taking charge of shift and handing over shift to operator**

	<p>PC22. ensure that the machine and its work place is clean</p> <p>PC23. Must be able to understand the dye/chemical recipe</p>
<b>Knowledge and Understanding (K)</b>	
<b>A. Organizational Context</b> (Knowledge of the company/ organization and its processes)	<p>You need to know and understand:</p> <p>KA1. Standard operating procedure (SOP) and regulations in a processing unit</p> <p>KA2. Safe working practices to be adopted in processing unit</p> <p>KA3. Quality systems and other processes practiced in the processing unit</p> <p>KA4. Reporting to the supervisor or higher authority in case of emergency</p> <p>KA5. Color coding adopted for different counts in the processing unit</p>
<b>B. Technical Knowledge</b>	<p>You need to know and understand:</p> <p>KB1. The importance of quality &amp; productivity</p> <p>KB2. Various defects in the fabric due to yarn, weaving or processing</p> <p>KB3. Reasons for various defects in the fabric due to processing &amp; their remedy</p> <p>KB4. Process flow in a processing unit</p> <p>KB5. Material flow in a processing unit</p> <p>KB6. Functions of various controls of the machine</p> <p>KB7. Importance of material handling and types of material handling equipment being used</p> <p>KB8. Importance of cleanliness at workplace</p> <p>KB9. Functions and methodology for operating different material handling equipment</p> <p>KB10. The functions of various alarm signals</p> <p>KB11. Guidelines for operating the machine</p> <p>KB12. Guidelines for taking charge of shift from previous shift operator</p> <p>KB13. Guidelines for handing over the shift to the next shift operator</p> <p>KB14. Safety procedures to be followed while operating the machine</p>
<b>Skills (S)</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Writing skills</b>
	You need to know and understand how to: SA1. write clear and short sentences
	<b>Reading skills</b>
	You need to know and understand how to: SA2. Read and comprehend written instructions
<b>B. Professional Skills</b>	<b>Oral Communication (Listening and Speaking skills)</b>
	You need to know and understand how to: SA3. Communicate with supervisor appropriately SA4. Talk to others to convey information effectively
	<b>Problem solving</b>
	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
<b>B. Professional Skills</b>	<b>Attention to Detail</b>
	You need to know and understand how to: SB4. Apply good attention to detail

**TSC/N 5213 Taking charge of shift and handing over shift to operator**

	SB5. Check your work is complete and free from errors
<b>C. Technical Skills</b>	You need to know and understand: SC1. Operation of machine SC2. How to operate various valve & traps SC3. How to operate different material handling tools and equipment SC4. How to check the quality of processed fabric SC5. Maintenance of cleanliness at work place





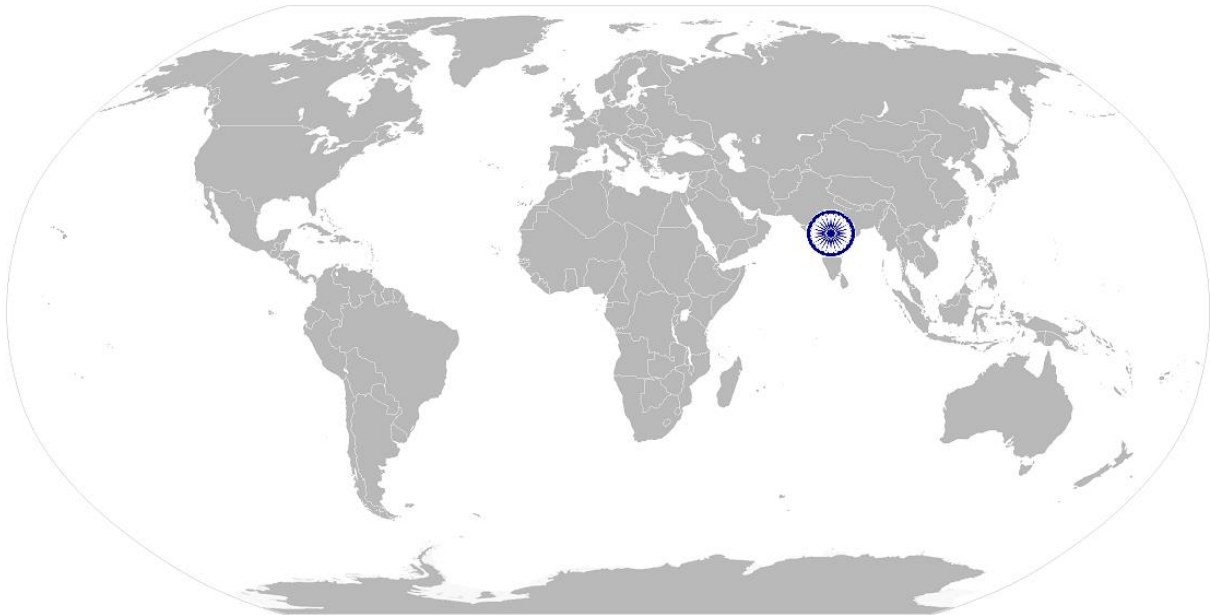
**TSC/N 5213 Taking charge of shift and handing over shift to operator**

**NOS Version Control**

<b>NOS Code</b>	<b>TSC/N 5213</b>		
<b>Credits (NSQF)</b>	<b>TBD</b>	<b>Version number</b>	<b>1.0</b>
<b>Industry</b>	<b>Textile</b>	<b>Drafted on</b>	<b>15/12/15</b>
<b>Industry Sub-sector</b>	<b>Processing</b>	<b>Last reviewed on</b>	<b>25/02/15</b>
<b>Occupation</b>	<b>Dyeing &amp; Printing</b>	<b>Next review date</b>	<b>01/03/16</b>



# National Occupational Standard



## Overview

This unit is about operating the Weighing scale, Mixer & Dispensing unit

**TSC/N 5214**

**Operating Weighing scale, Mixer & Dispensing Unit**

National Occupational Standard

<b>Unit Code</b>	<b>TSC/N 5214</b>
<b>Unit Title</b>	<b>Operating Weighing scale, Mixer &amp; Dispensing Unit</b>
<b>Description</b>	This unit is about operating the Weighing scale, Mixer & Dispensing unit
<b>Scope</b>	<p><b>This unit covers the following:</b></p> <ul style="list-style-type: none"> <li>▪ carry out preparatory activities for operations in the equipment</li> <li>▪ operate the machine for specified task as per work order</li> <li>▪ clean the machine on regular basis &amp; carryout preventive maintenance activities</li> </ul>
<b>Performance Criteria (PC) w.r.t. the Scope</b>	
<b>Element</b>	<b>Performance Criteria</b>
Carry out preparatory activities for operations in the machine	<p>To be competent, you must be able to:</p> <p>PC1. understand the task mentioned in the work order</p> <p>PC2. understand msds ( material safety data sheet )</p> <p>PC3. ensure that all weighing scale &amp; mixers are clean</p> <p>PC4. check that previously mixed dyes / chemicals are dispensed &amp; the mixing tanks are clean</p> <p>PC5. ensure that all weighing &amp; dispensing tools are clean</p> <p>PC6. make sure the place is cool, dry, well lit &amp; ventilated</p> <p>PC7. use ppe before while working in colour store</p>
Operate the machine for specified tasks as per Work Order	<p>PC8. know the operations of the equipment &amp; the their plc programs</p> <p>PC9. read &amp; understand the process being followed to do the task</p> <p>PC10. check if the calibration of weighing scales is done &amp; there is no error</p> <p>PC11. check that tare weight is set to zero</p> <p>PC12. use separate scoops/ spoons for every dyestuff</p> <p>PC13. clean the weighing tray every time with dry cloth</p> <p>PC14. clean the mixing tank before &amp; after using it</p> <p>PC15. splash water &amp; dispense any remaining dyes or chemical keep hot water /water ready for dissolving the dyes &amp; chemicals</p>
Clean the machine on a regular basis and carryout preventive maintenance activities	<p>PC16. make sure the equipment is kept clean at all times, before &amp; after weighing the dyes &amp; chemicals</p> <p>PC17. follow the preventive maintenance schedule &amp; ensure the equipment is running smoothly</p> <p>PC18. check that all controls are functioning properly</p>
<b>Knowledge and Understanding (K)</b>	
<b>A. Organizational Context</b> (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 organisational 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 organisation's rules, codes and guidelines (including timekeeping)</p> <p>KA9. The company's quality standards</p>

**TSC/N 5214**

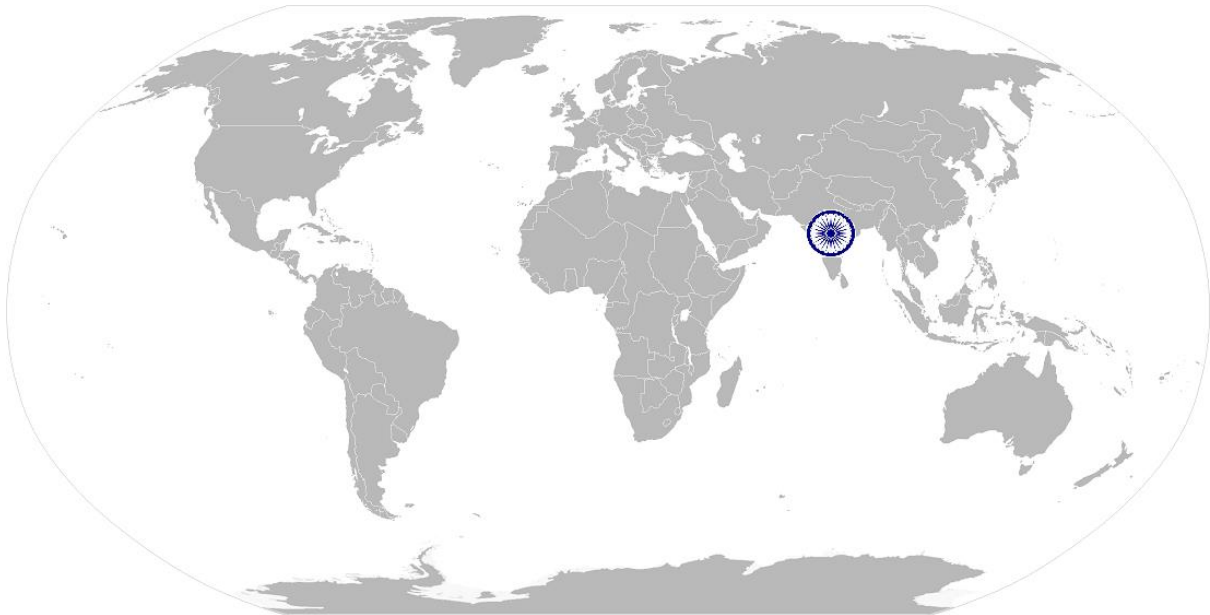
**Operating Weighing scale, Mixer & Dispensing Unit**

	KA10. The importance of complying with written instructions KA11. Equipment operating procedures / supervisor's instructions
<b>B. Technical Knowledge</b>	You need to know and understand: KB1. Importance of discipline & punctuality KB2. Importance of take over & handover in achieving quality & productivity KB3. Report the matter to supervisor or concerned person in case of problem in machine KB4. Type of fiber, yarn and fabric being processed KB5. Process of Scouring, Bleaching, Dyeing & finishing KB6. Rinsing the tanks & injecting any remaining colour / chemical KB7. Tools such as scoops/ spoons, jar or buckets/ drums are clean KB8. Operation of fill, drain, heating, cooling valves KB9. Understanding of various processes KB10. Reporting to the concerned person in case of any problem in the machine KB11. Keep different types & sizes of scoops/ jar KB12. Keep wiping cloths handy for cleaning KB13. To avoid staining of any light shades after dark colour dyeing KB14. Spare the equipment when it's due for maintenance KB15. Controls functions of the equipment
<b>Skills (S)</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	You need to know and understand how to: SA1. write clear and short sentences
	<b>Reading Skills</b>
	You need to know and understand how to: SA2. Read and comprehend written instructions
	<b>Oral Communication (Listening and Speaking skills)</b>
<b>B. Professional Skills</b>	You need to know and understand how to: SA3. Communicate in basic language orally SA4. Communicate with supervisor appropriately SA5. Talk to others to convey information effectively
	<b>Problem Solving</b>
	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
	<b>Attention to Detail</b>
	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
<b>C. Technical Skills</b>	You need to know and understand : SC1. Knowledge about the operations & functions of various equipments SC2. Types of Dyes, chemicals & auxiliaries used in processing

**TSC/N 5214**

**Operating Weighing scale, Mixer & Dispensing Unit**

	<p>SC3. Use the correct tools for cleaning the machine</p> <p>SC4. Use of PPE such as gloves, mask, apron, safety boots etc.</p> <p>SC5. Knowledge about various controls of machine &amp; programs</p> <p>SC6. Weighing, Mixing &amp; dispensing methods of various dyed &amp; chemicals</p> <p>SC7. Calibration of machine at regular period</p> <p>SC8. Methods of using weighing balance</p> <p>SC9. Knowledge of dissolving methods &amp; temperature of various dyes &amp; chemicals</p> <p>SC10. Use of proper cleaning tools</p>
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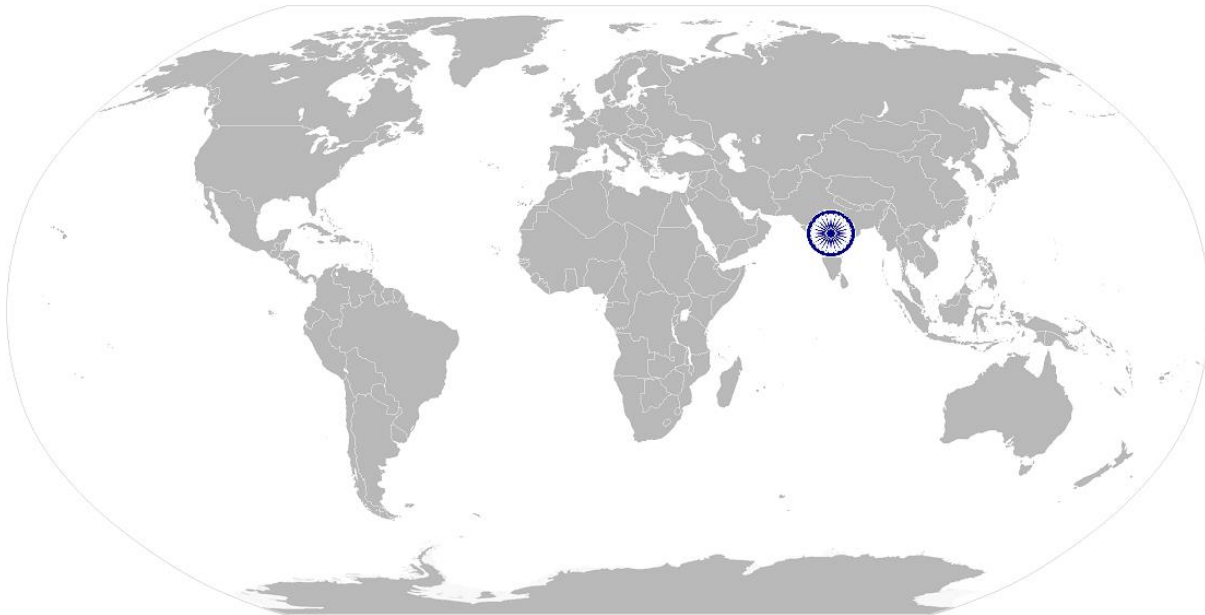


**TSC/N 5214**

**Operating Weighing scale, Mixer & Dispensing Unit**

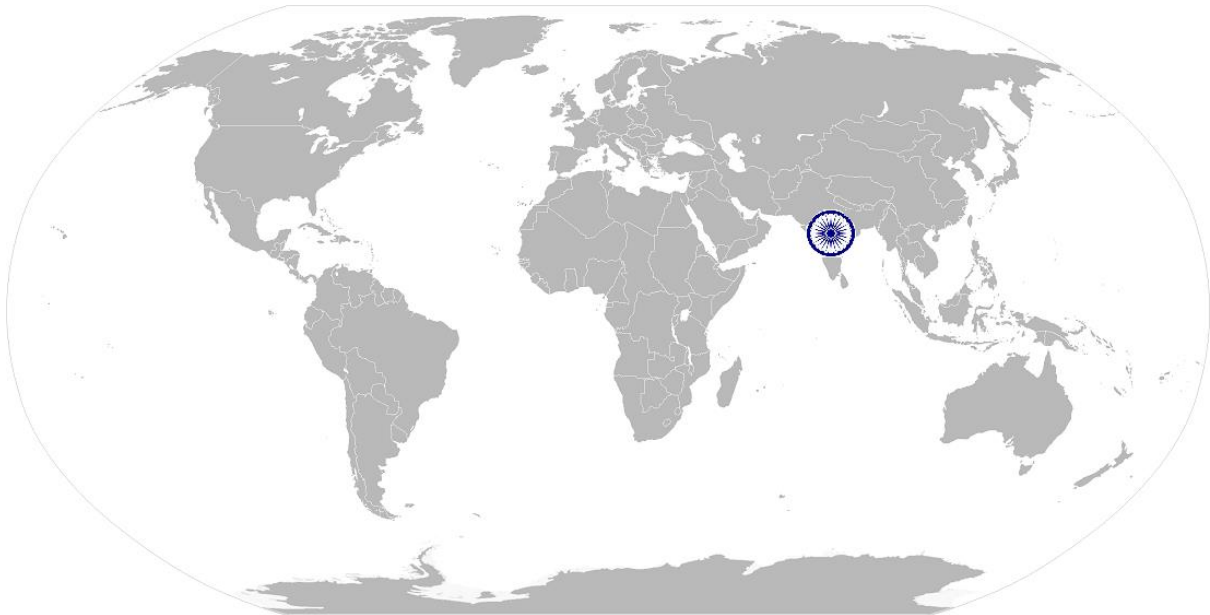
**NOS Version Control**

<b>NOS Code</b>	<b>TSC/N 5214</b>		
<b>Credits (NSQF)</b>	<b>TBD</b>	<b>Version number</b>	<b>1.0</b>
<b>Industry</b>	<b>Textile</b>	<b>Drafted on</b>	<b>15/12/15</b>
<b>Industry Sub-sector</b>	<b>Processing</b>	<b>Last reviewed on</b>	<b>25/02/15</b>
<b>Occupation</b>	<b>Dyeing &amp; Printing</b>	<b>Next review date</b>	<b>01/03/16</b>





# National Occupational Standard



## Overview

This unit is about Weighing the Dyestuff, Chemicals & Auxiliaries.

TSC/N 5215

Weighing the Dyestuff, Chemicals & Auxiliaries

National Occupational Standard	<b>Unit Code</b>	TSC/N 5215
	<b>Unit Title</b>	Weighing the Dyestuff, Chemicals & Auxiliaries
	<b>Description</b>	This unit is about Weighing the Dyestuff, Chemicals & Auxiliaries
	<b>Scope</b>	<p><b>This unit covers the following:</b></p> <ul style="list-style-type: none"> <li>▪ weighing the dyestuff</li> <li>▪ weighing of Chemicals &amp; Auxiliaries</li> </ul>
	<b>Performance Criteria (PC) w.r.t. the Scope</b>	
	<b>Element</b>	<b>Performance Criteria</b>
	Weighing the dyestuff	<p>To be competent, you must be able to:</p> <p>PC1. check the zero setting of weighing balance</p> <p>PC2. read &amp; understand the dyestuff to be weighed</p> <p>PC3. check the quantity of dyestuff to be weighed</p> <p>PC4. weigh all dyestuff separately</p> <p>PC5. weigh the bigger quantity first &amp; smaller in the last</p> <p>PC6. weigh smaller quantity (less than 20 gm ) on precision balance</p> <p>PC7. clean the weighing pan after every use</p>
	Weighing of Chemicals & Auxiliaries	<p>PC8. check the zero error of weighing balance</p> <p>PC9. read &amp; understand the chemicals/ auxiliaries to be weighed</p> <p>PC10. weigh all chemicals / auxiliaries separately</p> <p>PC11. check &amp; reconfirm the total weight after weighing</p>
	<b>Knowledge and Understanding (K)</b>	
	<p><b>A. Organizational Context</b> (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 organisational 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 organisation'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>B. Technical Knowledge</b></p>	<p>You need to know and understand:</p> <p>KB1. Weighing the dyestuff in descending order of their weight</p>	
<b>Skills (S)</b>		
<p><b>A. Core Skills/ Generic Skills</b></p>	<p><b>Writing Skills</b></p> <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>	
	<p><b>Reading Skills</b></p>	

**TSC/N 5215**

**Weighing the Dyestuff, Chemicals & Auxiliaries**

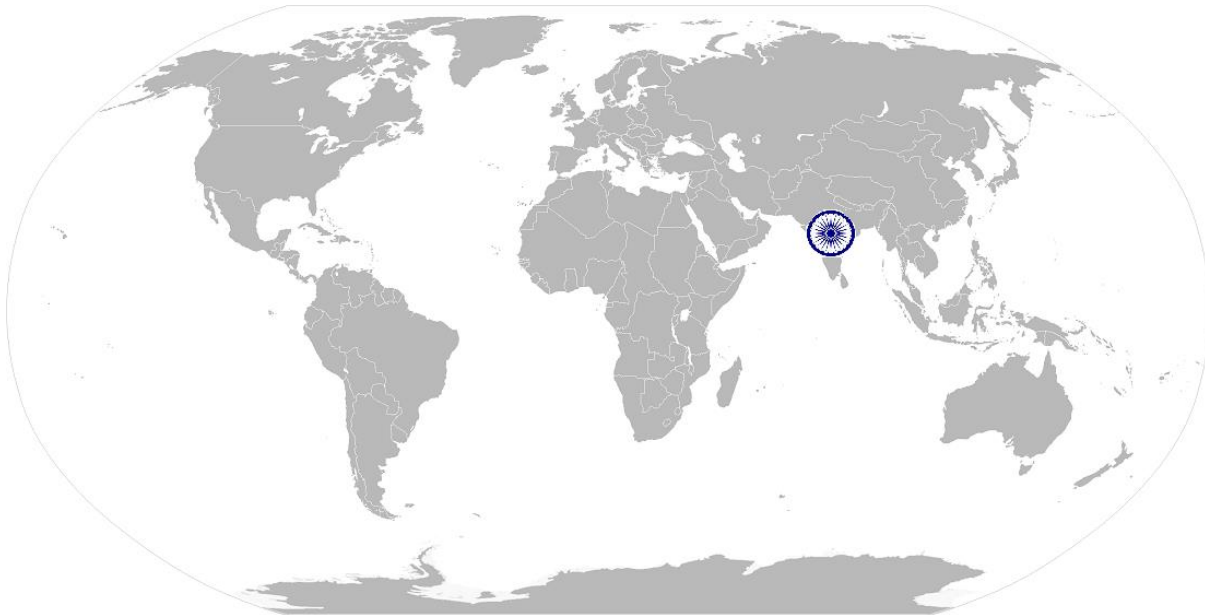
	You need to know and understand how to: SA4. Comprehend written instructions SA5. Read any application sent by other colleagues
	<b>Oral Communication (Listening and Speaking skills)</b>
	You need to know and understand how to: SA6. Communicate in basic language orally SA7. Communicate with supervisor appropriately SA8. Talk to others to convey information effectively
<b>B. Professional Skills</b>	<b>Problem Solving</b>
	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
	<b>Attention to Detail</b>
	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
<b>C. Technical Skills</b>	You need to know and understand :
	SC1. Methods of operating various types of weighing balances SC2. Knowledge about various dyestuffs used in processing unit SC3. Use of precision balance SC4. Operations of various types of weighing balances SC5. Knowledge of chemicals & auxiliaries used in processing units SC6. Methods of handling hazardous chemicals

**TSC/N 5215**

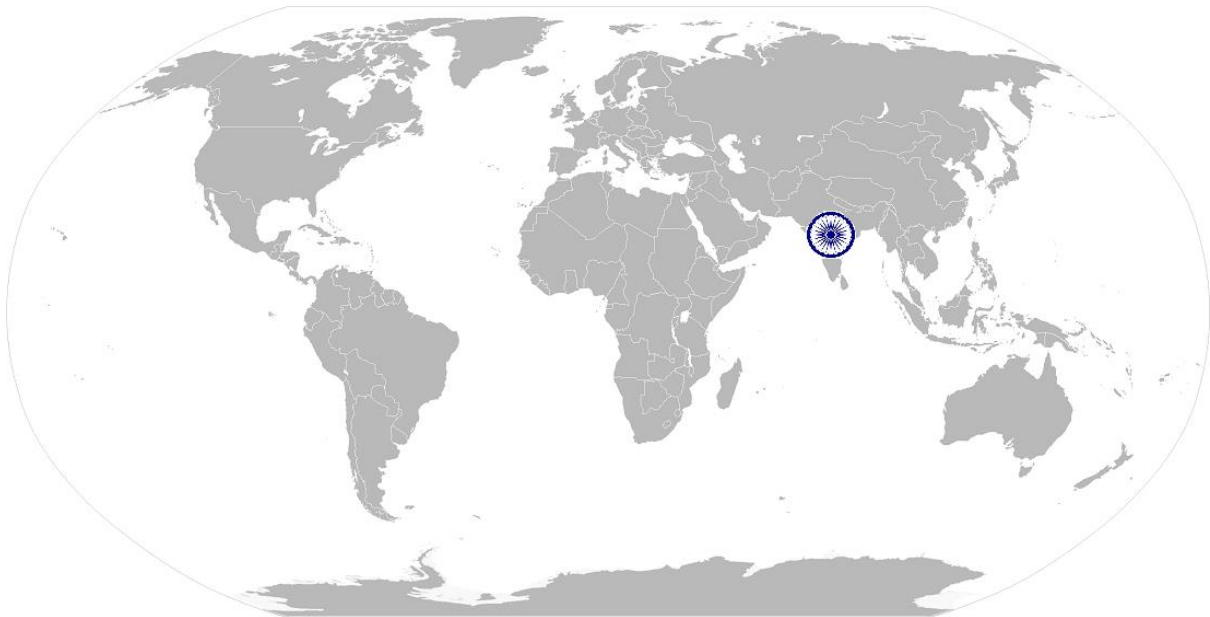
**Weighing the Dyestuff, Chemicals & Auxiliaries**

**NOS Version Control**

<b>NOS Code</b>	<b>TSC/N 5215</b>		
<b>Credits (NSQF)</b>	<b>TBD</b>	<b>Version number</b>	<b>1.0</b>
<b>Industry</b>	<b>Textile</b>	<b>Drafted on</b>	<b>15/12/15</b>
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<b>Occupation</b>	<b>Dyeing &amp; Printing</b>	<b>Next review date</b>	<b>01/03/16</b>



# National Occupational Standard



## Overview

This unit is about Dissolving & Dispensing of Dyestuff, Chemicals & Auxiliaries

TSC/N 5216

Dissolving & Dispensing of Dyes, Chemicals & Auxiliaries

<b>Unit Code</b>	TSC/N 5216
<b>Unit Title</b>	Dissolving & Dispensing of Dyes, Chemicals & Auxiliaries
<b>Description</b>	Dissolving & Dispensing of Dyes, Chemicals & Auxiliaries
<b>Scope</b>	<p><b>This unit covers the following:</b></p> <ul style="list-style-type: none"> <li>▪ Dissolving &amp; Dispensing the Dyestuff, Chemicals &amp; Auxiliaries</li> </ul>
<b>Performance Criteria (PC) w.r.t. the Scope</b>	
<b>Element</b>	<b>Performance Criteria</b>
Dissolving & Dispensing the Dyestuff, Chemicals & Auxiliaries	<p>To be competent, operator must be able to:</p> <p>PC1. Take the required quantity of water in tank</p> <p>PC2. Heat it up to the specified mixing temp</p> <p>PC3. Pour the weighed dyestuff, chemicals &amp; auxiliaries slowly into the tank while stirring</p> <p>PC4. Avoid dusting or splashing of dyes &amp; chemicals</p> <p>PC5. Mix the contents for the specified time</p> <p>PC6. Dispense the dissolved &amp; mixed dyes, chemicals &amp; auxiliaries to the machine tanks</p> <p>PC7. Flush the line after every dispensing</p>
<b>Knowledge and Understanding (K)</b>	
<b>A. Organizational Context</b> (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 organisational 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 organisation'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>B. Technical Knowledge</b>	<p>You need to know and understand:</p> <p>KB1. Pouring the dyes or chemicals</p>
<b>Skills (S)</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	You need to know and understand how to:
	SA1. Write clear and short sentences
	<b>Reading skills</b>
	You need to know how to:
SA2. Read and understand the company instructions	
SA3. Read and understand the basic language	
SA4. Read and understand the safety guidelines	
<b>Oral Communication (Listening and Speaking skills)</b>	
	SA5. Listen to others attentively



**TSC/N 5216**

**Dissolving & Dispensing of Dyes, Chemicals & Auxiliaries**

	<p>SA6 .Respond to emergencies, accidents or fire at the workplace                  SA7. Evacuate the premises and help others in need while doing so                  SA8. The value of physical fitness, personal hygiene and good habits                  SA9. Talk with others politely</p>
<b>B. Professional Skills</b>	<p><b>Decision Making</b></p> <p>You need to know and understand how to:</p> <p>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><b>Attention to Detail</b></p> <p>You need to know and understand how to:</p> <p>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><b>C. Technical Skills</b></p> <p>You need to know and understand :</p> <p>SC1. Knowledge of water quantities required for dissolving various dyes, chemicals &amp; auxiliaries                  SC2. Dissolving &amp; mixing techniques of various dyes, chemicals &amp; auxiliaries                  SC3. Methods of dissolving various types of dyes, chemicals &amp; auxiliaries                  SC4. Operations of Dispensing unit</p>

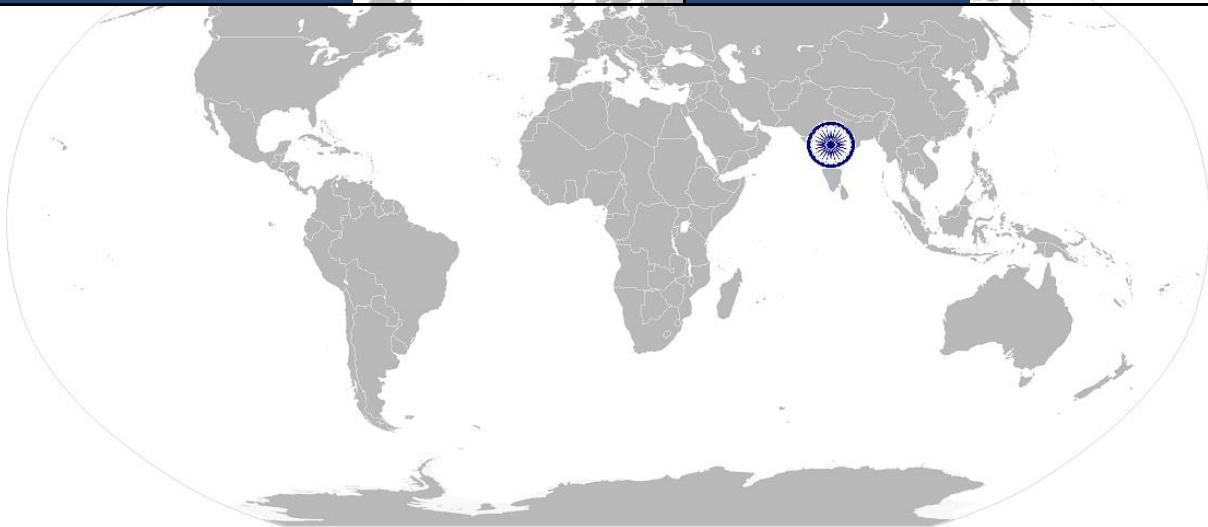


**TSC/N 5216**

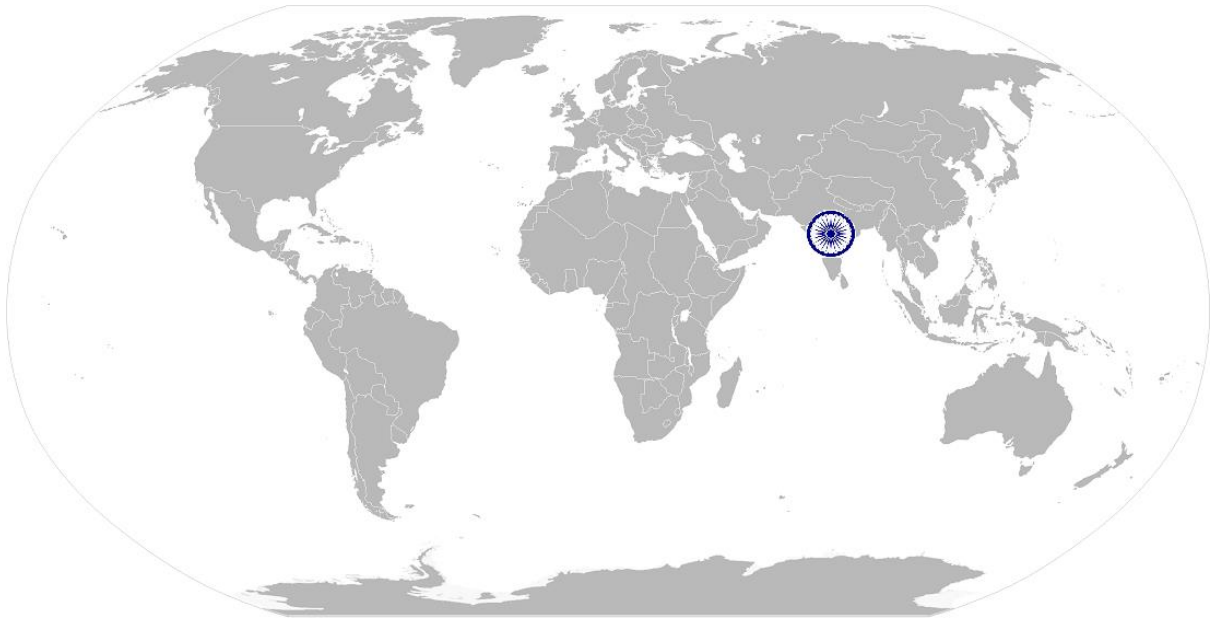
**Dissolving & Dispensing of Dyes, Chemicals & Auxiliaries**

NOS Version Control

<b>NOS Code</b>	<b>TSC/N 5216</b>		
<b>Credits (NSQF)</b>	<b>TBD</b>	<b>Version number</b>	<b>1.0</b>
<b>Industry</b>	<b>Textile</b>	<b>Drafted on</b>	<b>15/12/15</b>
<b>Industry Sub-sector</b>	<b>Processing</b>	<b>Last reviewed on</b>	<b>25/02/15</b>
<b>Occupation</b>	<b>Dyeing &amp; Printing</b>	<b>Next review date</b>	<b>01/03/16</b>



# 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 Maintaining work area, tools and machines**

<b>Unit Code</b>	<b>TSC/ N9001</b>
<b>Unit Title (Task)</b>	<b>Maintaining work area, tools and machines</b>
<b>Description</b>	This unit provides performance criteria, knowledge & understanding and skills & abilities required to organise/ maintain work areas and activities to ensure tools and machines are maintained as per norms
<b>Scope</b>	<b>This unit covers the following:</b> <ul style="list-style-type: none"> <li>▪ maintain the work area, tools and machines</li> </ul>
<b>Performance Criteria (PC) w.r.t. the Scope</b>	
<b>Elements</b>	<b>Performance Criteria</b>
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>
<b>Knowledge and Understanding (K)</b>	
<b>C. Organizational Context</b> (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 organisational 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 organisation'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>D. Technical Knowledge</b>	<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> <p>KB3. Hazards likely to be encountered when conducting routine maintenance</p>

**TSC/ N9001**

**Maintaining work area, tools and machines**

	KB4. The importance of taking action when problems are identified KB5. Different ways of minimising 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
<b>Skills (S)</b>	
<b>B. Core Skills/                  Generic Skills</b>	<b>Reading Skills</b>
	You need to know and understand how to: SA1. Read and comprehend written instructions SA2. Read any application sent by other colleagues
	<b>Oral Communication (Listening and Speaking skills)</b>
You need to know and understand how to: SA3. Communicate in basic language orally SA4. Communicate with supervisor appropriately SA5. Talk to others to convey information effectively	
<b>B. Professional Skills</b>	<b>Problem Solving</b>
	SA6. You need to know and understand how to: SA7. Identify the real reason of problem faced SA8. Apply problem-solving approaches in different situations SA9. Refer anomalies to the supervisor SA10. Seek clarification on problems from others
	<b>Attention to Detail</b>
SA11. You need to know and understand how to: SA12. Apply good attention to detail SA13. Check your work is complete and free from errors SA14. Make sure every kind of communication is error free	
<b>C. Technical Skills</b>	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

**TSC/ N9001**

**Maintaining work area, tools and machines**

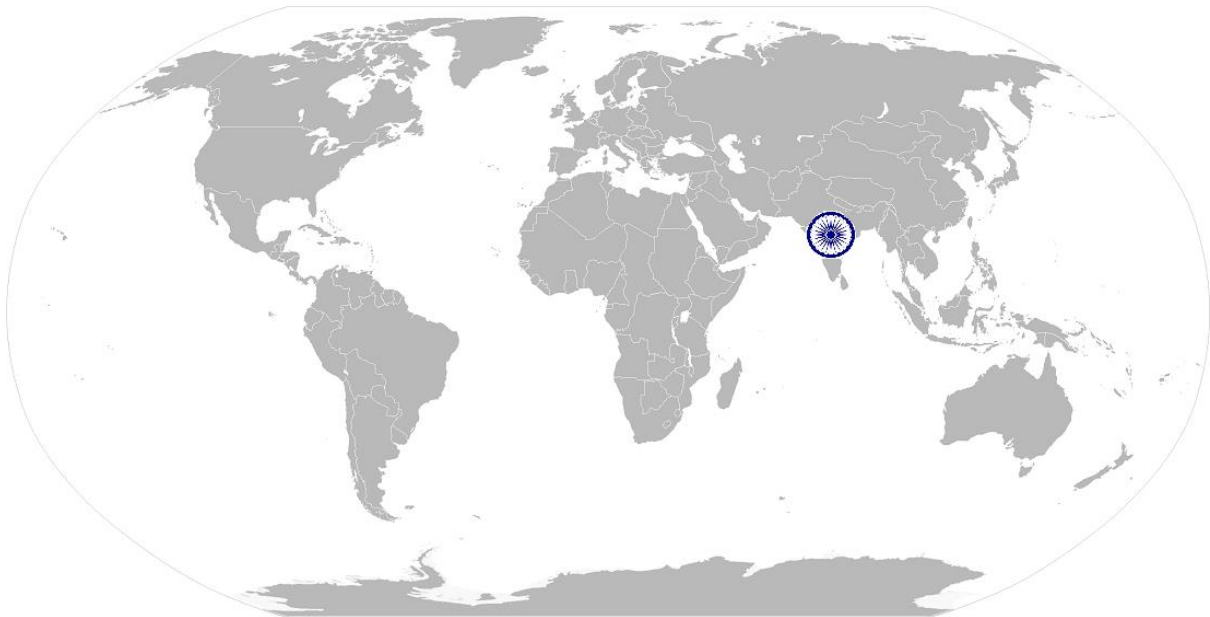
NOS Version Control

<b>NOS Code</b>	<b>TSC/ N9001</b>		
<b>Credits (NSQF)</b>	<b>TBD</b>	<b>Version number</b>	<b>1.0</b>
<b>Industry</b>	<b>Textile</b>	<b>Drafted on</b>	<b>15/12/15</b>
<b>Industry Sub-sector</b>	<b>Processing</b>	<b>Last reviewed on</b>	<b>25/02/15</b>
<b>Occupation</b>	<b>Dyeing &amp; Printing</b>	<b>Next review date</b>	<b>01/03/16</b>





# National Occupational Standard



## Overview

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

**TSC/ N9002**

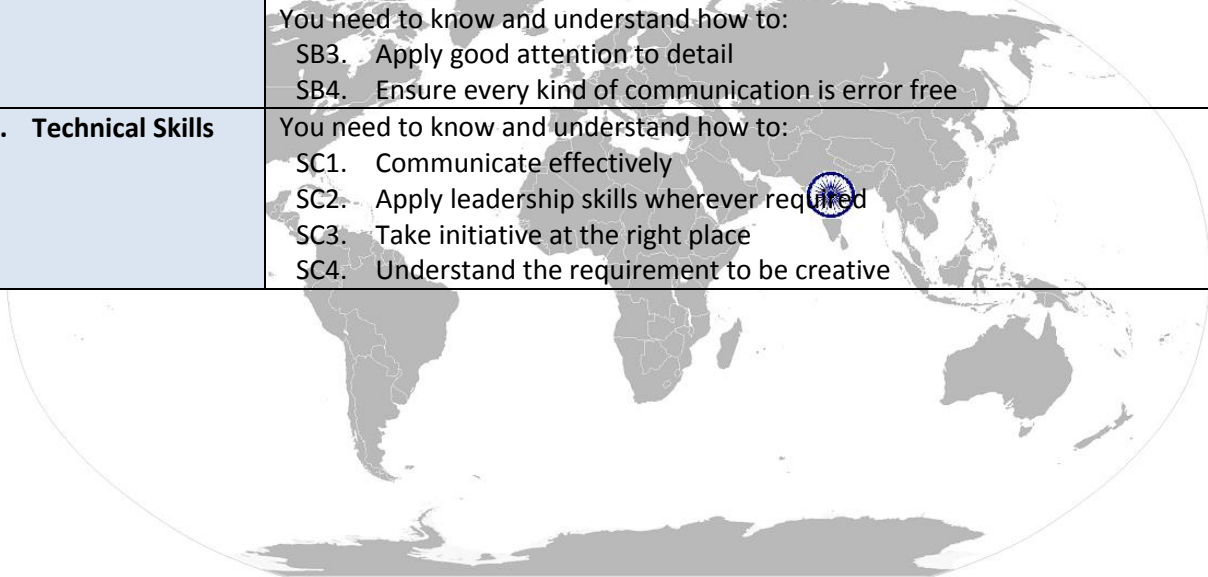
**Working in a team**

<b>Unit Code</b>	<b>TSC/ N9002</b>
<b>Unit Title (Task)</b>	<b>Working in a team</b>
<b>Description</b>	This unit is about working as a team member in the role of processing unit tenter in the textile industry
<b>Scope</b>	<p><b>This unit/task covers the following:</b></p> <ul style="list-style-type: none"> <li>▪ commitment and trust</li> <li>▪ communication</li> <li>▪ adaptability</li> <li>▪ creative freedom</li> </ul>
<b>Performance Criteria (PC) w.r.t. the Scope</b>	
<b>Elements</b>	<b>Performance Criteria</b>
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 PC11. collaborate with colleagues performing the pre-required and post-required duty of processing unit tenter
Creative freedom	PC12. develop new ideas for work procedures PC13. improve upon the existing techniques to increase process efficiency
<b>Knowledge and Understanding (K)</b>	
<b>A. Organizational Context</b>	You need to know and understand: KA1. Standard operating procedure (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>B. Technical Knowledge</b>	KB1. Understanding 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 a machine KB5. Tools and equipments used KB6. Guidelines for operating the machine KB7. Safety procedures to be followed in a processing unit machine
<b>Skills (S)</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	You need to know and understand how to: SA1. Write clear and short sentences

**TSC/ N9002**

**Working in a team**

	SA2. Write daily work report
	SA3. Write grievance complaint application
	<b>Reading Skills</b>
	You need to know and understand how to: SA4. Read and comprehend written instructions SA5. Read any application sent by other colleagues
	<b>Oral Communication (Listening and Speaking skills)</b>
	You need to know and understand how to: SA6. Communicate with supervisor appropriately SA7. Talk to co-workers to convey information effectively
<b>B. Professional Skills</b>	<b>Problem Solving</b>
	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
	<b>Attention to Detail</b>
	You need to know and understand how to: SB3. Apply good attention to detail SB4. Ensure every kind of communication is error free
<b>C. Technical Skills</b>	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

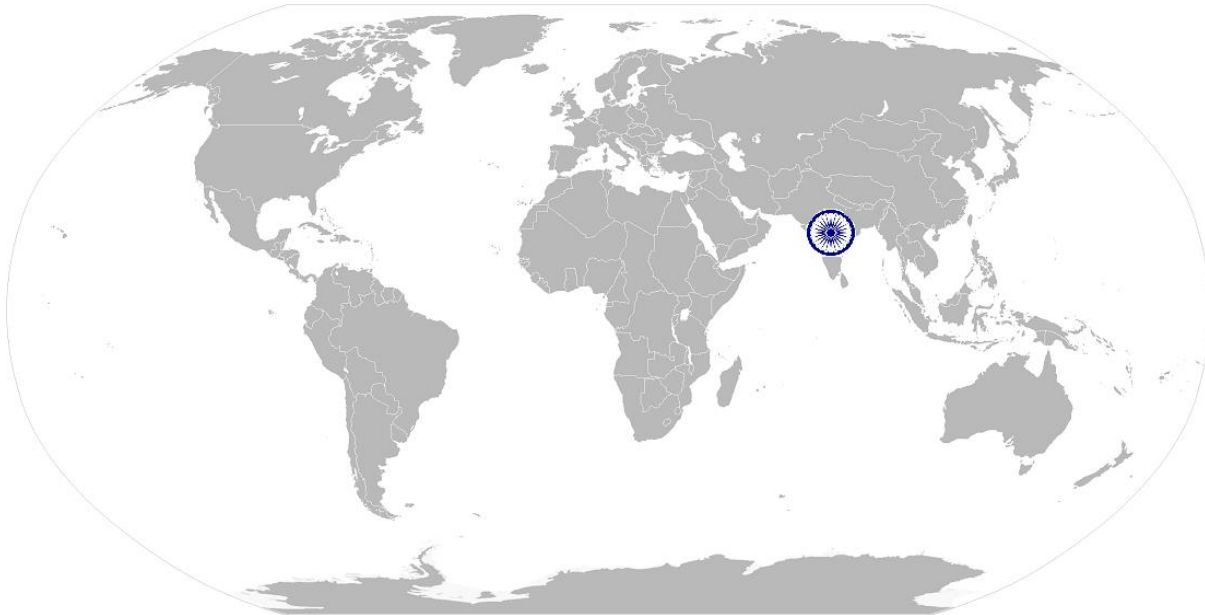


**TSC/ N9002**

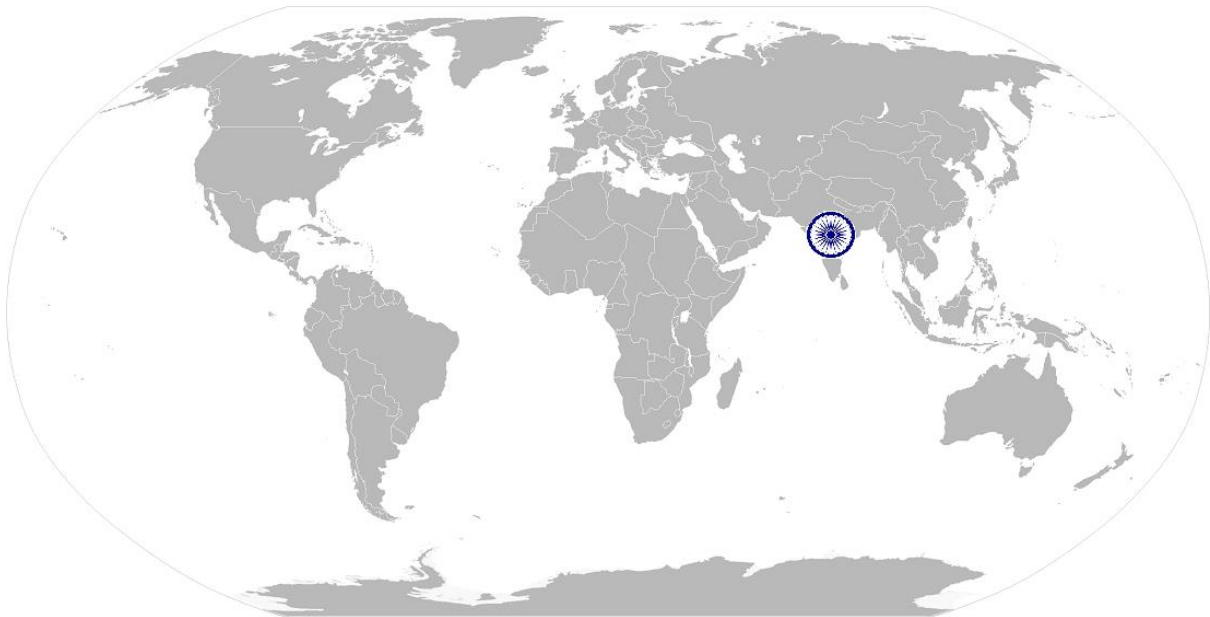
**Working in a team**

**NOS Version Control**

<b>NOS Code</b>	<b>TSC/ N9002</b>		
<b>Credits (NSQF)</b>	<b>TBD</b>	<b>Version number</b>	<b>1.0</b>
<b>Industry</b>	<b>Textile</b>	<b>Drafted on</b>	<b>15/12/15</b>
<b>Industry Sub-sector</b>	<b>Processing</b>	<b>Last reviewed on</b>	<b>25/02/15</b>
<b>Occupation</b>	<b>Dyeing &amp; Printing</b>	<b>Next review date</b>	<b>01/03/16</b>



# 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**

<b>Unit Code</b>	<b>TSC/ N9003</b>
<b>Unit Title (Task)</b>	<b>Maintain health, safety and security at work place</b>
<b>Description</b>	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.
<b>Scope</b>	<p><b>This unit/task covers the following:</b></p> <ul style="list-style-type: none"> <li>▪ comply with health, safety and security requirements at work</li> <li>▪ recognizing the hazards</li> <li>▪ planning the safety techniques</li> <li>▪ implementing the programs</li> </ul>
<b>Performance Criteria (PC) w.r.t. the Scope</b>	
<b>Elements</b>	<b>Performance Criteria</b>
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>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 techniques	PC21. recognise different measures to curb the hazards



**TSC/ N9003**

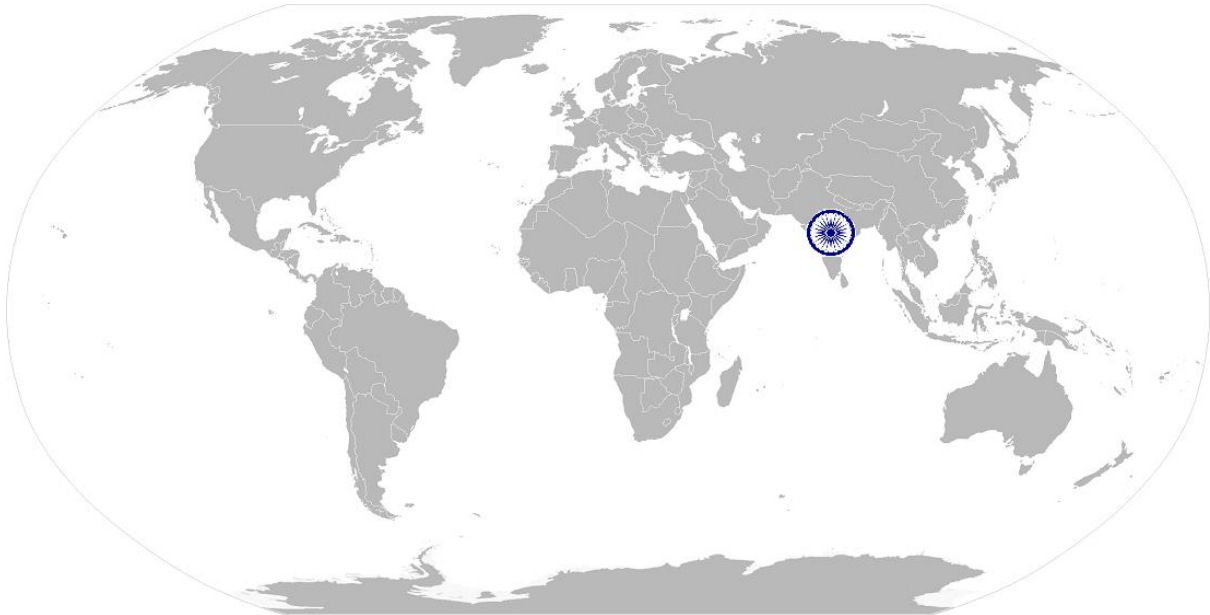
**Maintain health, safety and security at work place**

Implementing the programs	PC22. communicate the safety plan to everyone PC23. attach disciplinary rules with the implementation
<b>Knowledge and Understanding (K)</b>	
<b>A. Organizational Context</b> (Knowledge of the company/ organization and its processes)	You need to know and understand: KA1. Standard operating procedure (SOP) and regulations in a processing unit KA2. Safe working practices to be adopted in processing unit KA3. Quality systems and other processes practiced in the processing unit 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>B. Technical Knowledge</b>	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
<b>Skills (S)</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	You need to know and understand how to: SA1. Write clear and short sentences
	<b>Reading Skills</b>
	You need to know how to: SA2. Read and understand the company instructions SA3. Read and understand the basic language SA4. Read and understand the safety guidelines
	<b>Oral Communication (Listening and Speaking skills)</b>
	SA5. Listen to others attentively SA6. Respond to emergencies, accidents or fire at the workplace SA7. Evacuate the premises and help others in need while doing so SA8. The value of physical fitness, personal hygiene and good habits SA9. Talk with others politely
<b>B. Professional Skills</b>	<b>Decision Making</b>
	SB1. Identify correct safety measure for particular hazard

**TSC/ N9003**

**Maintain health, safety and security at work place**

	SB2. Make required safety plans as and when required
	SB3. Raise alarm in case of emergency
	<b>Analytical Thinking</b>
	SB4. Know the use of correct safety measure whenever required
	<b>Attention to Detail</b>
	SB5. Be attentive to details SB6. Be careful to avoid occurrence of hazards
<b>C. Technical Skills</b>	You need to know and understand : SC1. Maintain neatness at work SC2. Procedure for reporting unwanted behavior

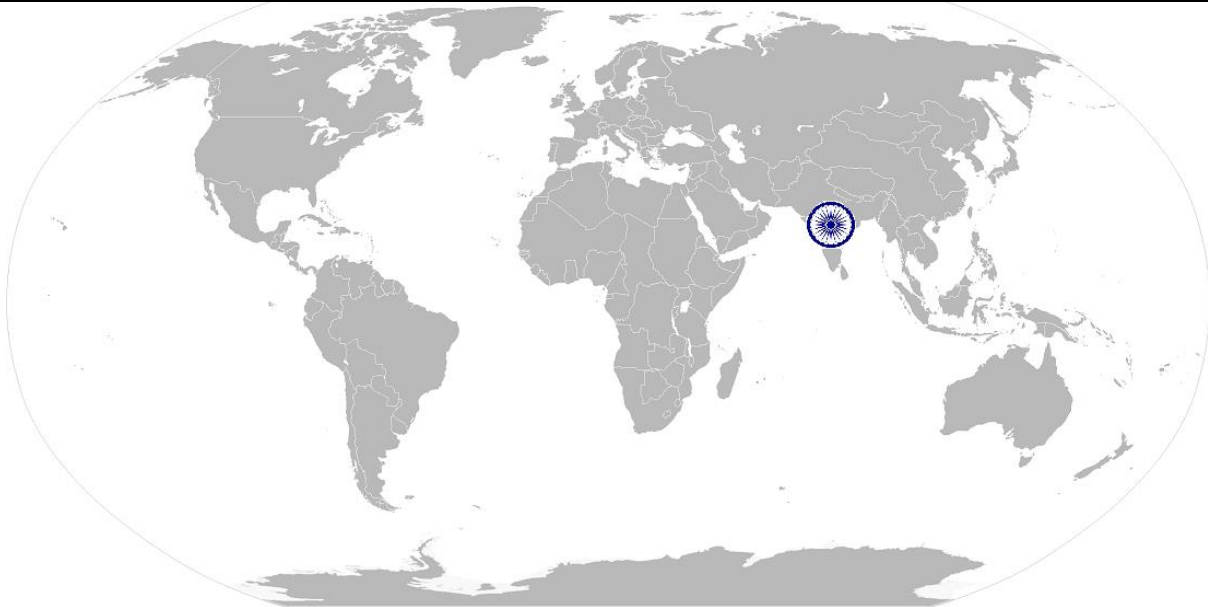


**TSC/ N9003**

**Maintain health, safety and security at work place**

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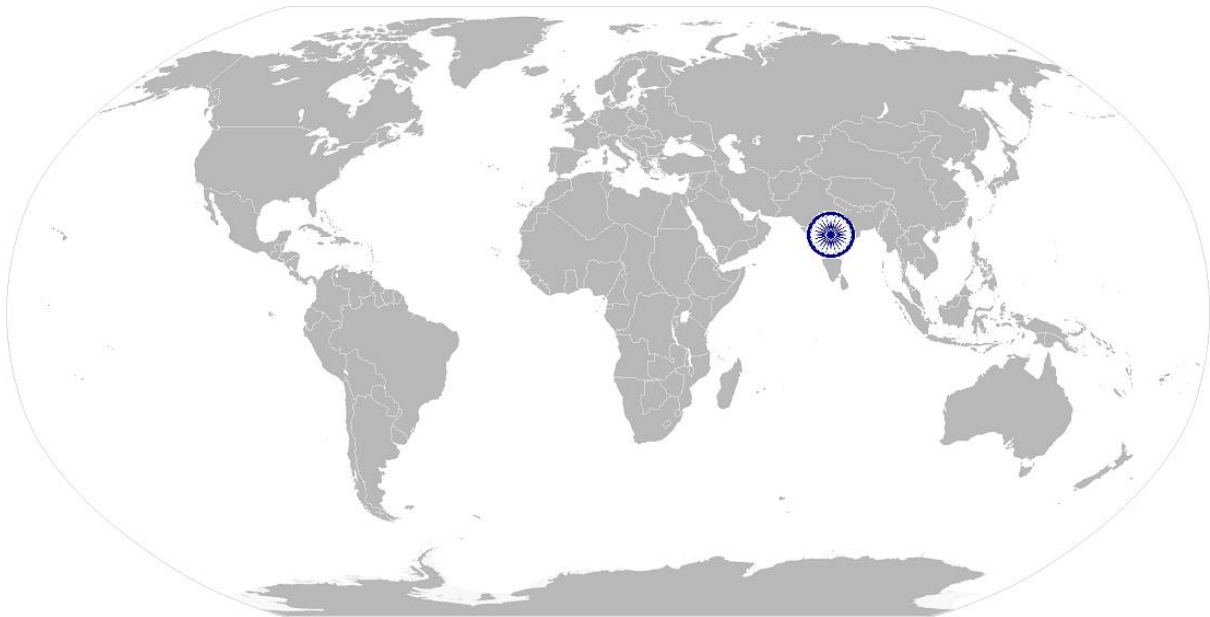
<b>NOS Code</b>	<b>TSC/ N9003</b>		
<b>Credits (NSQF)</b>	<b>TBD</b>	<b>Version number</b>	<b>1.0</b>
<b>Industry</b>	<b>Textile</b>	<b>Drafted on</b>	<b>15/12/15</b>
<b>Industry Sub-sector</b>	<b>Processing</b>	<b>Last reviewed on</b>	<b>25/02/15</b>
<b>Occupation</b>	<b>Dyeing &amp; Printing</b>	<b>Next review date</b>	<b>01/03/16</b>



**TSC/ N9004**

**Comply with industry and organizational requirements**

# National Occupational Standard



## Overview

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

**TSC/ N9004**

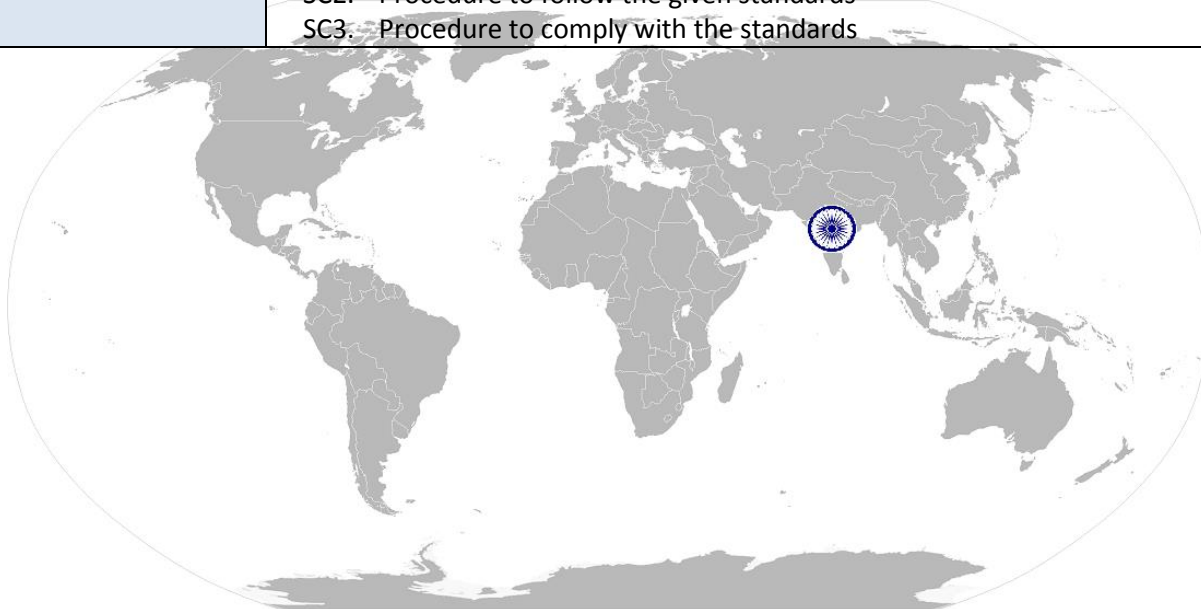
**Comply with industry and organizational requirements**

National Occupational Standard	<b>Unit Code</b>	TSC/ N9004
	<b>Unit Title (Task)</b>	Comply with industry and organizational requirements
	<b>Description</b>	This unit is about knowing, understanding, and complying with the requirements of the organization and the textile industry
	<b>Scope</b>	<p><b>This unit/task covers the following:</b></p> <ul style="list-style-type: none"> <li>▪ self development</li> <li>▪ team work</li> <li>▪ organizational standards</li> <li>▪ industry standards</li> </ul>
	<b>Performance Criteria (PC) w.r.t. the Scope</b>	
	<b>Elements</b>	<b>PerformanceCriteria</b>
	Self- development	To be competent, you must be able to: PC1. perform own duties effectively PC2. take responsibility for own actions PC3. be accountable towards the job role and assigned duties PC4. take initiative and innovate the existing methods PC5. focus on self-learning and improvement
	Team work	PC6. co-ordinate with all the team members and colleagues PC7. communicate politely PC8. avoid conflicts and miscommunication
	Organisational standards	PC9. know the organisational standards PC10. implement them in your performance PC11. motivate others to follow them
	Industry standards	PC12. know the industry standards PC13. align them with organisation standards
<b>Knowledge and Understanding (K)</b>		
<b>A. Organizational Context</b> (Knowledge of the company/ organization and its processes)	You need to know and understand: KA1. Standard operating procedure (SOP) and regulations in a processing unit KA2. Reporting to the supervisor or higher authority KA3. Knowledge of organisational standards KA4. Knowledge of industry standards	
<b>B. Technical Knowledge</b>	KB1. Process and material flow in a processing unit KB2. Importance of complying with the standards KB3. Guidelines for cleaning the various part of processing unit machine	
<b>Skills (S)</b>		
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b> You need to know and understand how to: SA1. Write reports SA2. Write clear and short sentences	

**TSC/ N9004**

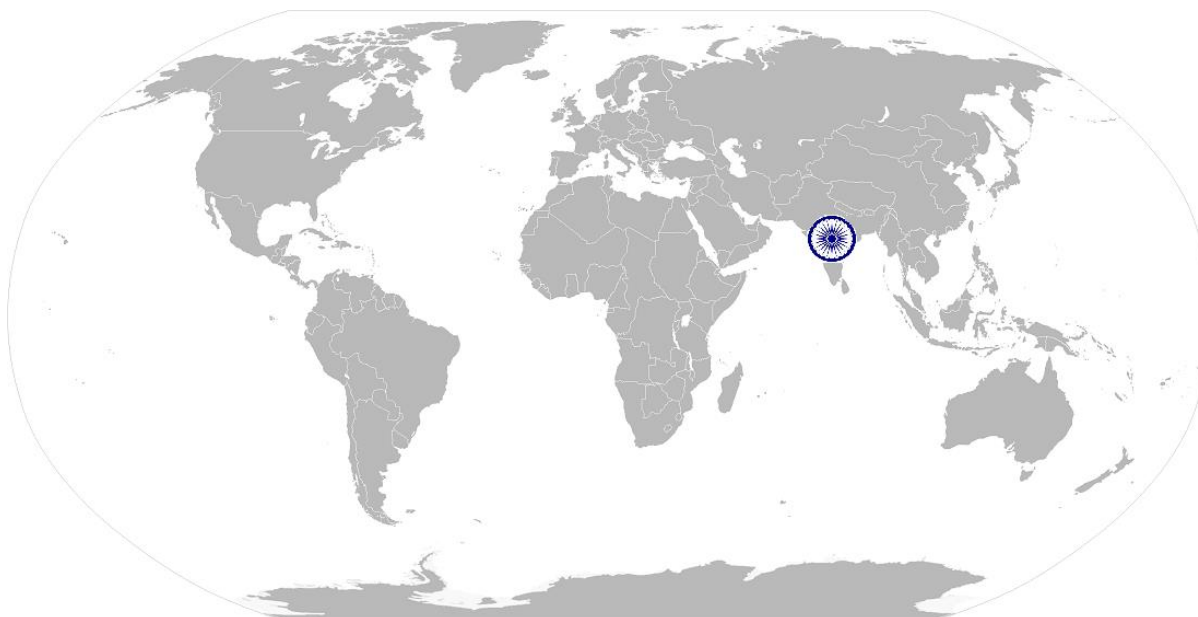
**Comply with industry and organizational requirements**

	<b>Reading Skills</b>
	You need to know and understand how to: SA3. Read the basic language SA4. Read one more language than the basic language SA5. Read and comprehend the standards and rules
	<b>Oral Communication (Listening and Speaking skills)</b>
	You need to know and understand how to: SA6. Talk effectively with others SA7. Put forward your point SA8. Listen to others
<b>B. Technical Skills</b>	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**  
NOS Version Control

<b>NOS Code</b>	<b>TSC/N 9004</b>		
<b>Credits (NSQF)</b>	<b>TBD</b>	<b>Version number</b>	<b>1.0</b>
<b>Industry</b>	<b>Textile</b>	<b>Drafted on</b>	<b>15/12/15</b>
<b>Industry Sub-sector</b>	<b>Processing</b>	<b>Last reviewed on</b>	<b>25/02/15</b>
<b>Occupation</b>	<b>Dyeing &amp; Printing</b>	<b>Next review date</b>	<b>01/03/16</b>





**Assessment criteria**

<b>Job Role: Dyestuff &amp; Chemical Preparation Operator</b> <b>Qualification Pack: Dyestuff &amp; Chemical Preparation Operator</b> <b>Sector Skill Council: Textile Sector Skill Council</b>						
<b>Guidelines for assessment :-</b> 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
<b>1.TSC/ N5213 (Taking charge of shift and handing over shift to operator)</b>	PC1. Come at least 10 - 15 minutes earlier to the work place	<b>38</b>	2	0	2	0
	PC2. Bring the necessary operational tools to the department		1	0	1	0
	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.		3	1	1	1
	PC4. Understand the fabric being processed & process running on the machine		1	1	1	1
	PC5. Ensure the technical details are mentioned on the job card display on the machine		2	1	0	1
	PC6. Check for the availability of the spare trolley for unloading the fabric		1	0	0	0
	PC7. Check the next batch to be processed is ready near the machine		1	0	0	0
	PC8. Ensure the required dyes & chemicals are already weighed & prepared		2	1	0	1
	PC9. Check the cleanliness of the machines & other work areas		2	0	2	0

PC10. Question the previous shift operator for any deviation in the above and bring the same to the knowledge of his/ her shift superior as well that of the previous shift as well.	2	0	2	0	
PC11. Hand over the shift to the incoming operator in a proper manner	2	0	2	0	
PC12. Ensure proper communication regarding fabric quality & the process running on the machine while providing the details	3	1	1	1	
PC13. Provide all relevant information regarding the stoppages or breakdown in the machine, any damage to the fabric or machine.	2	0	2	0	
PC14. Ensure the empty trolley is near the machine for unloading the fabric	1	0	1	0	
PC15. Ensure the next lot to be processed, which is already stitched & arranged properly is ready near the machine	1	0	1	0	
PC16. Ensure the required dyes & chemicals for the next lot or next process are weighed & prepared	1	0	1	0	
PC17. Get clearance from the incoming counterpart before leaving the work spot	2	0	2	0	
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	2	0	2	0	
PC19. Ensure the shift has to be properly handed over to the incoming shift operator	1	0	1	0	
PC20. Report to his/ her shift superior about the quality / production / safety issues/ any other issue faced in his/ her shift and leave the department only after getting concurrence for the same from his/ her superiors	3	1	2	0	
PC21. Collect the wastes from waste collection bags, weigh them and transport to storage area	1	0	1	0	
PC22. Ensure that the machine and its work place is clean	1	0	1	0	
PC23 Must be able to understand the dye/chemical recipe	1	0	1	0	
	<b>38</b>	<b>6</b>	<b>27</b>	<b>5</b>	
<b>Total</b>	<b>Weighta</b>		<b>16%</b>	<b>71%</b>	<b>13</b>
	<b>ge %</b>			<b>%</b>	

<b>2.TSC/ N 5214 (Operating the Weighing scale, Mixer &amp; Dispensing Unit)</b>	PC1. Understand the task mentioned in the Work Order	<b>34</b>	2	1	1	0
	PC2. Understand MSDS ( Material Safety Data Sheet )		2	0	2	0
	PC3. Ensure that all weighing scale & mixers are clean		2	0	2	0
	PC4. Check that previously mixed dyes / chemicals are dispensed & the mixing tanks are clean		1	0	1	0
	PC5. Ensure that all weighing & dispensing tools are clean		2	0	2	0
	PC6. Make sure the place is cool, dry, well lit & ventilated		2	0	2	0
	PC7. Use PPE before while working in colour store		2	0	2	0
	PC8. Know the operations of the equipment & the their PLC programs		3	2	0	1
	PC9. Read & understand the process being followed to do the task		2	0	2	0
	PC10. Check if the calibration of weighing scales is done & there is no error		1	0	1	0
	PC11. Check that tare weight is set to zero		2	0	2	0
	PC12. Use separate scoops/ spoons for every dyestuff		1	0	1	0
	PC13. Clean the weighing tray every time with dry cloth		2	0	2	0
	PC14. Clean the mixing tank before & after using it		1	0	1	0
	PC15. Splash water & dispense any remaining dyes or chemical		1	0	1	0
	PC16. Make sure the equipment is kept clean at all times, before & after weighing the dyes & chemicals		2	0	2	0
	PC17. Follow the preventive maintenance schedule & ensure the equipment is running smoothly		2	0	2	0
	PC18. Check that all controls are functioning properly		2	0	2	0
		<b>32</b>	<b>3</b>	<b>28</b>	<b>1</b>	
<b>Total</b>	<b>Weightage %</b>		9%	88%	3%	
<b>3.TSC/ N 5215 (Weighing)</b>	PC1. Check the zero setting of weighing balance	<b>20</b>	1	0	1	0
	PC2. Read & understand the dyestuff to be		2	1	0	1

the Dyestuff, Chemicals & Auxiliaries)	weighed					
	PC3. Check the quantity of dyestuff to be weighed		2	0	2	0
	PC4. Weigh all dyestuff separately		2	0	2	0
	PC5. Weigh the bigger quantity first & smaller in the last		2	0	2	0
	PC6. Weigh smaller quantity (less than 20 gm ) on precision balance		1	0	1	0
	PC7. Clean the weighing pan after every use		2	0	2	0
	PC8. Check the zero error of weighing balance		1		1	0
	PC9. Read & understand the chemicals/ Auxiliaries to be weighed		3	1	1	1
	PC10. Weigh all chemicals / auxiliaries separately		2	0	2	0
	PC11. Check & reconfirm the total weight after weighing		2	0	2	0
			<b>20</b>	<b>2</b>	<b>16</b>	<b>2</b>
<b>Total</b>	<b>Weightage %</b>		<b>10%</b>	<b>80%</b>	<b>10%</b>	
4.TSC/ N 5216 (Dissolving & Dispensing of Dyes, Chemicals & Auxiliaries)	PC1. Take the required quantity of water in tank	<b>15</b>	3	0	3	0
	PC2. Heat it up to the specified mixing temp		2	0	2	0
	PC3. Pour the weighed dyestuff, chemicals & auxiliaries slowly into the tank while stirring		3	0	3	0
	PC4. Avoid dusting or splashing of dyes & chemicals		2	0	2	0
	PC5. Mix the contents for the specified time		2	1	1	
	PC6. Dispense the dissolved & mixed dyes, chemicals & auxiliaries to the machine tanks		2	0	2	0
	PC7. Flush the line after every dispensing		1	0	1	0
			<b>15</b>	<b>1</b>	<b>14</b>	<b>0</b>
	<b>Total</b>	<b>Weightage %</b>		7%	93%	0%
5.TSC/ N9001 (Maintainin g work area, tools and machines)	PC1. handle materials, machinery, equipment and tools with care and use them in the correct way	<b>29</b>	3	1	2	0
	PC2. use correct lifting and handling procedures		1	0	1	0
	PC3. use materials to minimize waste		2	1	1	0
	PC4. maintain a clean and hazard free working area		3	1	1	1
	PC5. maintain tools and equipment		3	1	2	0

	PC6. carry out running maintenance within agreed schedules		2	1	1	0
	PC7. carry out maintenance and/or cleaning within one's responsibility		1	0	1	0
	PC8. report unsafe equipment and other dangerous occurrences		1	1	0	0
	PC9. ensure that the correct machine guards are in place		2	1	1	0
	PC10. work in a comfortable position with the correct posture		3	1	2	0
	PC11. use cleaning equipment and methods appropriate for the work to be carried out		2	1	1	0
	PC12. dispose of waste safely in the designated location		2	0	2	0
	PC13. store cleaning equipment safely after use		2	0	2	0
	PC14. carry out cleaning according to schedules and limits of responsibility		2	1	1	0
			<b>29</b>	<b>10</b>	<b>18</b>	<b>1</b>
	<b>Total</b>	<b>Weightage %</b>		<b>34%</b>	<b>62%</b>	<b>3%</b>
<b>6.TSC/ N9002 (Working in a team)</b>						
	PC1. be accountable to the own role in whole process	<b>26</b>	2	1	1	0
	PC2. perform all roles with full responsibility		3	1	2	0
	PC3. be effective and efficient at workplace		4	1	2	1
	PC4. properly communicate about company policies		2	1	0	1
	PC5. report all problems faced during the process		1	1	0	0
	PC6. talk politely with other team members and colleagues		2	1	1	0
	PC7. submit daily report of own performance		1	0	1	0
	PC8. adjust in different work situations		2	0	2	0
	PC9. give due importance to others' point of view		2	1	0	1
	PC10. avoid conflicting situations		3	1	1	1
	PC11. develop new ideas for work procedures		2	1	1	0
	PC12. improve upon the existing techniques to increase process efficiency		2	1	1	0
			<b>26</b>	<b>10</b>	<b>12</b>	<b>4</b>
	<b>Total</b>	<b>Weightage %</b>		<b>46%</b>	<b>38%</b>	<b>15%</b>

<b>7. TSC/ N9003 (Maintain health, safety and security at work place)</b>	PC1. comply with health and safety related instructions applicable to the workplace	<b>71</b>	5	1	3	1
	PC2. use and maintain personal protective equipment such as “ear plug”, “ nose mask “, “ head cap” etc., as per protocol		5	1	3	1
	PC3. carry out own activities in line with approved guidelines and procedures		3	1	2	0
	PC4. maintain a healthy lifestyle and guard against dependency on intoxicants		2	1	0	1
	PC5. follow environment management system related procedures		3	1	2	0
	PC6. identify and correct (if possible) malfunctions in machinery and equipment		3	1	1	1
	PC7. report any service malfunctions that cannot be rectified		2	1	0	1
	PC8. store materials and equipment in line with organisational requirements		2	0	1	1
	PC9. safely handle and remove waste		2	0	2	0
	PC10. minimize health and safety risks to self and others due to own actions		3	1	1	1
	PC11. seek clarifications, from supervisors or other authorized personnel in case of perceived risks		3	1	1	1
	PC12. monitor the workplace and work processes for potential risks and threat		2	0	2	0
	PC13. carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned		3	2	0	1
	PC14. report hazards and potential risks/ threats to supervisors or other authorized personnel		3	2	0	1
	PC15. participate in mock drills/ evacuation procedures organized at the workplace		3	1	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		4	1	2	1
	PC18. follow organisation procedures for shutdown and evacuation when required		2	0	2	0
	PC19. identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry		5	1	3	1
	PC20. recognise other possible security issues		3	1	1	1

	existing in the workplace					
	PC21. recognise different measures to curb the hazards		3	1	2	0
	PC22. communicate the safety plan to everyone		3	2	0	1
	PC23. attach disciplinary rules with the implementation		2	1	1	0
			<b>71</b>	<b>23</b>	<b>33</b>	<b>15</b>
	<b>Total</b>	<b>Weightage %</b>		<b>32%</b>	<b>46%</b>	<b>21%</b>
<b>8. TSC/ N9004 Comply with industry and organizational requirements</b>						
	PC1. perform own duties effectively	<b>39</b>	4	1	2	1
	PC2. take responsibility for own actions		4	1	2	1
	PC3. be accountable towards the job role and assigned duties		3	1	1	1
	PC4. take initiative and innovate the existing methods		4	1	2	1
	PC5. focus on self-learning and improvement		3	1	1	1
	PC6. co-ordinate with all the team members and colleagues		3	1	2	0
	PC7. communicate politely		3	1	2	0
	PC8. avoid conflicts and miscommunication		3	1	2	0
	PC9. know the organisational standards		2	1	1	0
	PC10. implement them in your performance		3	1	2	0
	PC11. motivate others to follow them		3	1	2	0
	PC12. know the industry standards		2	1	0	1
	PC13. align them with organisation standards		2	0	2	0
			<b>39</b>	<b>12</b>	<b>21</b>	<b>6</b>
	<b>Total</b>	<b>Weightage %</b>		<b>31%</b>	<b>54%</b>	<b>15%</b>
	<b>Total</b>		<b>272</b>	<b>67</b>	<b>171</b>	<b>34</b>
<b>Grand Total</b>			<b>272</b>			