

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 – Fabric Mender

SECTOR: TEXTILE

SUB-SECTOR: WEAVING

OCCUPATION: POST-WEAVING

REFERENCE ID: TSC/Q 2302

ALIGNED TO: NCO-2004 / 7332.80

Brief Job Description: A Fabric mender is a job-role in a Weaving department. The responsibility of a fabric mender is to check and remove / mend the defects in fabric ensuring the fabrics should be defects free and only good quality fabrics are taken for further process.

Personal Attributes: A Fabric mender should have good eyesight, eye-hand coordination, motor skills and vision (including near vision, distance vision, colour vision, peripheral vision, depth perception and ability to change focus).

Job Details	Qualifications Pack Code	TSC/ Q 2302		
	Job Role	Fabric Mender		
	Credits (NSQF)	TBD	Version number	1.0
	Sector	Textile	Drafted on	15/12/14
	Sub-sector	Weaving	Last reviewed on	21/01/15
	Occupation	Post - Weaving	Next review date	01/03/16
Job Role	Fabric Mender			
Role Description	To mend the defects in fabrics produced , efficiently so as to get quality output with minimum defects, giving due importance to safety & environmental aspects			
NSQF level	3			
Minimum Educational Qualifications	Preferably Class 10 th			
Maximum Educational Qualifications	NA			
Training (Suggested but not mandatory)	Preferably training in weaving department.			
Experience	Not Applicable			
National Occupational Standards (NOS)	<p>Compulsory:</p> <ol style="list-style-type: none"> TSC/ N2303 Taking charge of shift and handing over shift to operator TSC/ N2304 Check and mend the fabrics produced 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: N/A</p>			
Performance Criteria	As described in the relevant OS units			

Table 1: Glossary of Key Terms

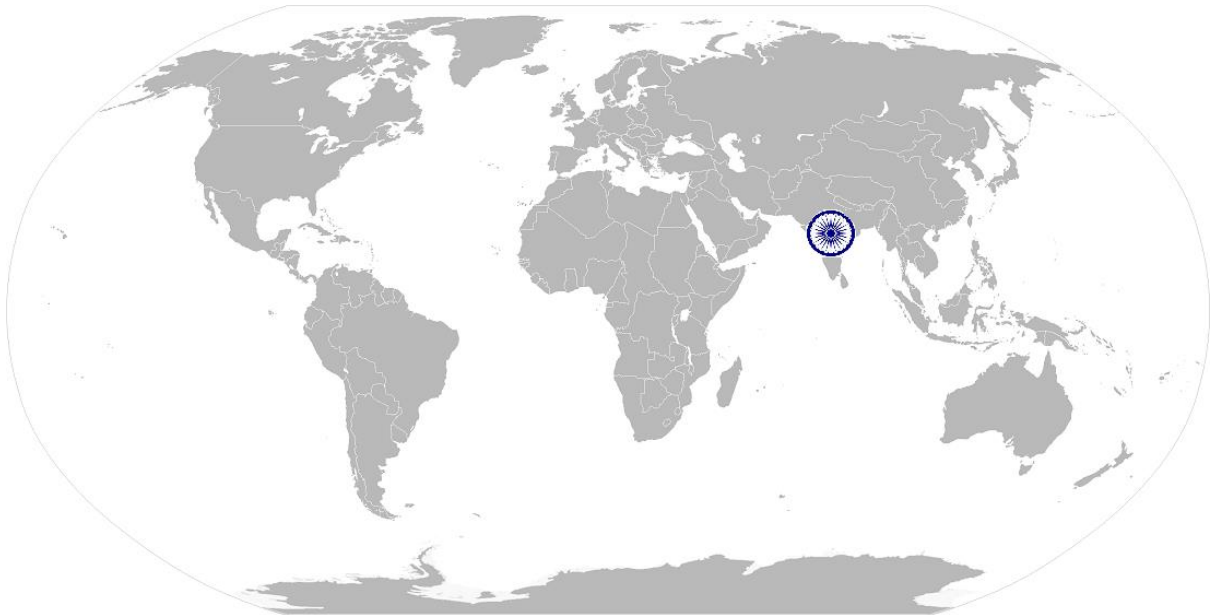
Definitions	Keywords /Terms	Description
	Sector	Sector is a conglomeration of different business operations having similar businesses and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
	Sub-sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
	Vertical	Vertical may exist within a sub-sector representing different domain areas or the client industries served by the industry.
	Occupation	Occupation is a set of job roles, which perform similar/related set of functions in an industry.
	Function	Function is an activity necessary for achieving the key purpose of the sector, occupation, or area of work, which can be carried out by a person or a group of persons. Functions are identified through functional analysis and form the basis of OS.
	Sub-functions	Sub-functions are sub-activities essential to fulfill the achieving the objectives of the function.
	Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an organization.
	Occupational Standards (OS)	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the knowledge and understanding they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
	Performance Criteria	Performance Criteria are statements that together specify the standard of performance required when carrying out a task.
	National Occupational Standards (NOS)	NOS are Occupational Standards which apply uniquely in the Indian context.
	Qualifications Pack Code	Qualifications Pack Code is a unique reference code that identifies a qualifications pack.
	Qualifications Pack(QP)	Qualifications Pack comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A Qualifications Pack is assigned a unique qualification pack code.
	Unit Code	Unit Code is a unique identifier for an OS unit, which can be denoted with either an 'O' or an 'N'.
Unit Title	Unit Title gives a clear overall statement about what the incumbent should be able to do.	

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 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 2303

Taking charge of shift and handing over shift to operator

National Occupational Standard

Unit Code	TSC/ N 2303
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 shift
Elements	Performance Criteria
Taking charge of shift	To be competent, you should be able to: PC1. come at least 10 - 15 minutes earlier to the work spot PC2. check for the necessary items like 'Cutter', 'Needle', 'Trimmer', 'Counting Glass', 'Measuring Tape', 'Cup Of water' and 'Brush'
Handing over shift	PC3. hand over all the tools given to the higher authority. PC4. report to His/ Her shift Superior about the quality ,production ,safety issues or any other issue faced in His/ Her shift and should leave the department only after getting concurrence for the same from His/ Her superiors
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company/ organization and its processes)	You need to know and understand: KA1. the organization's policies & standard operating procedures (SOP) KA2. should have an awareness and knowledge of customers KA3. potential hazards associated with the machines and the safety precautions must be taken. KA4. protocol to obtain more information on work related tasks KA5. contact person in case of queries on procedure or products and for revolving issues related to defective machines, tools, materials & equipments. KA6. details of the various job rolls & responsibilities. KA7. documentation and reporting formats. KA8. work targets & review machine with superiors. KA9. protocol and format for reporting work related risks/ problems. KA10. method of obtaining /giving feed back with respect to performance. KA11. importance of team work .harmonious working relationships. KA12. process for offering /obtaining work related assistance. KA13. responsibilities under health, safety and environmental legislation. KA14. guidelines for storage & disposal of waste materials.
B. Technical Knowledge	The user/individual on the job needs to know and understand: KB1. minimum quality requirements of the product with respect to permissible/non-permissible defect KB2. about the needles to be used for the different materials , different counts etc.

TSC/ N 2303

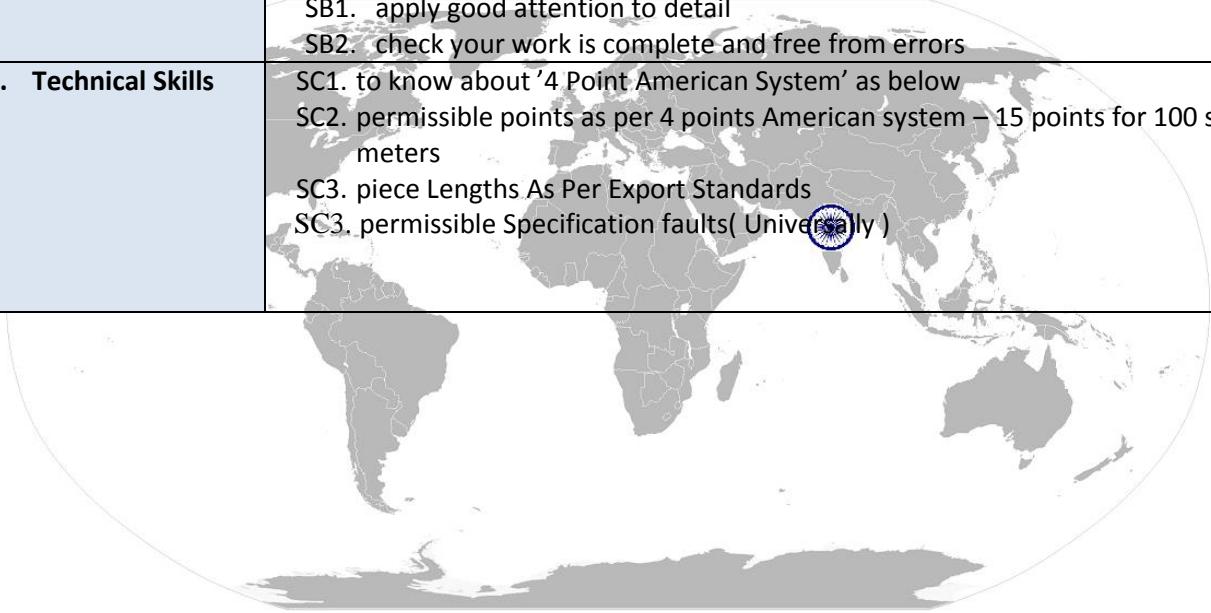
Taking charge of shift and handing over shift to operator

	<p>About the Raw materials</p> <p>KB3. yarns from natural fibers - Cotton, Silk, Wool</p> <p>KB4. yarns from Manmade Fibers - Polyester, Nylon, Viscose</p> <p>KB5. blended yarns - Polyester Cotton, Polyester Viscose</p> <p>KB6 plain Weave</p> <p>KB8. twill Weave</p> <p>KB9. drill Weave</p> <p>KB10. plain Satin</p> <p>KB11. reverse Satin</p> <p>KB12. window Pane</p> <p>KB13. micro Check</p> <p>KB14. satin Band</p> <p>KB15. other Dobby Designs</p> <p>KB16. jacquard All Over Pattern</p> <p>KB17. jacquard Engineering Pattern</p>
	<p>About different types of Weaves</p> <p>KB18. yarn Faults like Slub,Thick Place, Thin Place, Yarn Variation , Shade Variation, Yarn contamination, Color Contamination, Kitties and Black Spots</p> <p>KB19. sizing faults like Size Patches, Sizing Beads, Sizing Stain and Sizing Beam Oil</p>
	<p>Fabric Defects</p> <p>KB20. weaver / labor oriented faults like Wrong Drawing, Wrong Denting, Double End, End Out, Hand Stain, Double Pick, and Broken Pick.</p> <p>KB21. machine oriented faults like Take up fault, Let Off fault, Starting Mark,Floats,Weft Cracks,Tear,Cloth Torn, Temple Cut, Temple Mark, Emery Cut or Emery hole or emery impression , Guide Tooth Mark, Other Impression Mark, Under Tuck In , Bad Selvedge, Bad shedding or Bad Pattern and Tails</p> <p>KB22. other faults like Reed Mark, Cloth not cut at centre in case of multiple channel fabrics and Cloth not cut at sides in case of fabrics with false selvedges.</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 SA3. plan and manage work routine based on instructions from supervisor
	Oral Communication (Listening and Speaking skills)
You need to know and understand how to: SA4. participate in the various programs/ meetings that will be conducted by the	

TSC/ N 2303

Taking charge of shift and handing over shift to operator

	<p>Superior</p> <p>SA5. 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'</p>
<p>B. Professional Skills</p>	<p>Problem Solving</p> <p>You need to know and understand how to:</p> <p>SB1. apply problem-solving approaches in different situations</p> <p>SB2. refer anomalies to the supervisor</p> <p>SB3. seek clarification on problems from others</p>
	<p>Attention to Detail</p> <p>You need to know and understand how to:</p> <p>SB1. apply good attention to detail</p> <p>SB2. check your work is complete and free from errors</p>
<p>C. Technical Skills</p>	<p>SC1. to know about '4 Point American System' as below</p> <p>SC2. permissible points as per 4 points American system – 15 points for 100 square meters</p> <p>SC3. piece Lengths As Per Export Standards</p> <p>SC3. permissible Specification faults(Universally)</p>

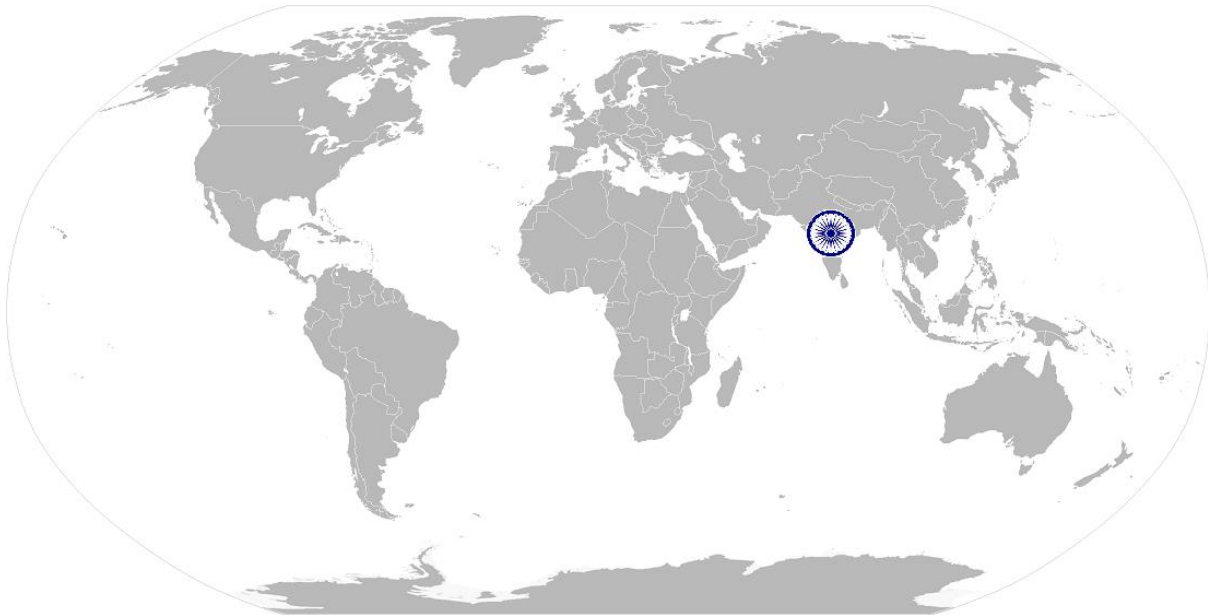


TSC/ N 2303

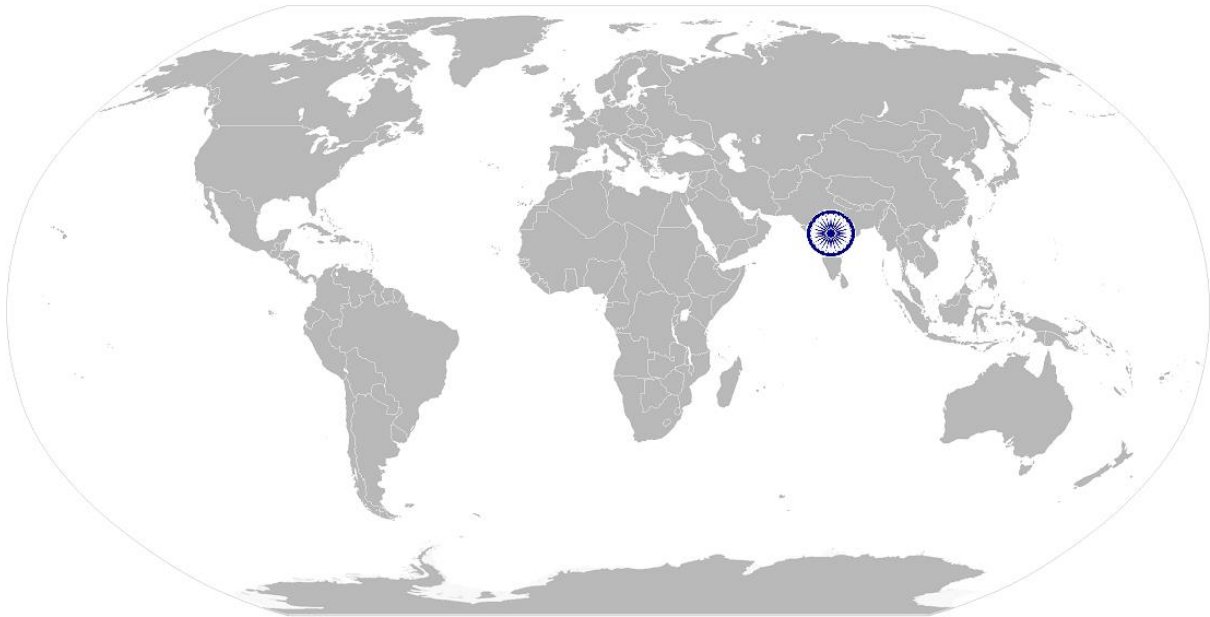
Taking charge of shift and handing over shift to operator

NOS Version Control

NOS Code	TSC/ N 2303		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Weaving	Last reviewed on	21/1/15
Occupation	Post - Weaving	Next review date	01/03/16



National Occupational Standard



Overview

This unit provides performance criteria, knowledge & understanding and skills & abilities check and mend the fabrics produced

TSC/ N2304

Check and mend the fabrics produced

National Occupational Standard	Unit Code	TSC/ N2304
	Unit Title (Task)	Check and mend the fabrics produced
	Description	This unit provides performance criteria, knowledge & understanding and skills & abilities check fabrics produced so as to get quality output & minimum defects, without entertaining any damage to the people, the machine & without spoiling the environmental aspects.
	Scope	This unit/task covers the following: <ul style="list-style-type: none"> ▪ Prepare the fabric for inspection and mending ▪ Inspecting and mending the fabric
	Performance Criteria (PC) w.r.t. the Scope	
	Elements	Performance Criteria
	Prepare the fabric for inspection and mending	<p>To be competent, you must be able to:</p> <p>PC1. understand the requirements of inspecting the fabric, finding the defects in fabric, marking the defects , following various inspection systems for inspecting and recording the defects</p> <p>PC2. collect the fabric from fabric store area</p> <p>PC3. understand the fabric inspection requirement from the customer</p> <p>PC4. understand the specifications of fabric requirements from the customer</p> <p>PC5. prepare the inspection table for inspection</p> <p>PC6. ensure the inspection table and inspection area is properly illuminated</p> <p>PC7. ensure the proper functioning of continuous fabric inspection machine</p> <p>PC8. mount the fabric rolls on the continuous inspection table / machine</p> <p>PC9. before checking/mending, take care that the , equipments used, checking table etc. are cleaned so that no handling stains are added to the fabric being checked</p> <p>PC10. check whether the following required details are written on the cloth rolls, before the same are taken for inspection loom no, construction details, date & shift of doffing, doffed meters, doffed person's name</p> <p>PC11. ensure the type of fabric selvages is as per requirement</p> <p>PC12. ensure whether no transit or handling damage is there on the cloth roll, before the same is taken for inspection.</p> <p>PC13. get 'fabric inspection report 'with a roll no. duly allotted from the higher authority</p> <p>PC14. reset the 'counter meter on the inspection table' to 'zero'</p> <p>PC15. mount the fabric roll to be inspected on the 'cloth roll stands' , without damaging the fabric</p> <p>PC16. get in writing about the construction details from the higher authority.</p> <p>PC17. ensure cleanliness and safety at work place</p>
	Inspecting and mending the fabric	PC18. pull the fabric on the inspection table and inspect the fabrics in manual

TSC/ N2304

Check and mend the fabrics produced

	<p>inspection</p> <p>PC19. operating the inspection machine control switches for moving the fabric on inspection table for inspection</p> <p>PC20. check the dimensions of the fabric</p> <p>PC21. check the following specifications in the sample provided to him/ her</p> <p>PC22. check the following faults with respect to warp and weft</p> <p>PC23. measure the fabric width, remove the wrinkles/ crease gently from the fabric surface by keeping the measuring tape straight across the fabric horizontally from selvedge to selvedge, measure the width as far as possible near the centre avoiding the ends and ensuring not to stretch the fabric while measuring.</p> <p>PC24. measure the fabric length – by passing through meter counter fitted roller, by manually clipping the fabrics in the fold measuring frame, by counting the number of meter fold in case of folded fabrics</p> <p>PC25. note down the fabric specifications as per the construction details</p> <p>PC26. inspect the fabric for the following at 3 places, namely 10 meters after the beginning of the inspection, in the middle of the inspection of the roll and 10 meters before the close of the inspection of the roll.</p> <p>PC27. mend the faults observed in the fabric</p> <p>PC28. check the fabric construction particulars by measuring the EPI, PPI, weight/sq.mtr</p> <p>PC29. ensure using proper tools for measuring the dimensions and construction of fabric</p> <p>PC30. identify the different defects in fabric along with the fabric mender</p> <p>PC31. identify the defects which come under mendable or non-mendable defects depending upon the magnitude of the defect and the quality of the fabric.</p> <p>PC32. remove the fabric defects</p> <p>PC33. ensure the fabric defects are properly mended</p> <p>PC34. support the checker in recording the fabric defects in the visual inspection report</p> <p>PC35. follow the different inspection systems as per the requirement and instructions from superiors</p> <p>PC36. use proper tools and equipments for mending the fabric</p> <p>PC37. Follow tag system for cuttable defects, defects coming under 4 points, and other faults</p> <p>PC38. ensure all the marked defects are mended</p> <p>PC39. note all the fabric defects and mark in the fabric examination report which has to mended</p> <p>PC40. mend the loose threads, slubs, snarls and other mendable faults</p>
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TSC/ N2304

Check and mend the fabrics produced

	<p>PC41. clean the “ stain “ using water & brush</p> <p>PC42. note the defects against the corresponding meter only</p> <p>PC43. Cover and store the inspected fabric has to be properly in the place, earmarked</p> <p>PC44. report the defects inspected and mended during the inspection to the higher authority</p> <p>PC45. ensure cleanliness and safety at work place</p>
<p>Knowledge and Understanding (K)</p>	
<p>A. Organizational Context (Knowledge of the company/ organization and its processes)</p>	<p>You need to know and understand:</p> <p>KA1. the organization's policies & procedures</p> <p>KA2. should have an awareness and 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>
<p>B. Technical Knowledge</p>	<p>KB1. the user/individual on the job needs to know and understand:</p> <p>KB2. minimum quality requirements of the product with respect to permissible/non-permissible defect</p> <p>KB3. about the needles to be used for the different materials , different counts etc, tools and equipments used</p> <p>KB4. about the raw materials</p> <p>KB5. yarns from natural fibers - cotton, silk, wool</p> <p>KB6. yarns from manmade fibers - polyester, nylon, viscose</p> <p>KB7. blended yarns - polyester cotton, polyester viscose</p> <p>KB8. types of weaves such as plain weave, twill weave, drill weave plain satin, reverse satin, window pane, micro check, satin band, other dobby designs, jacquard all over pattern, jacquard engineering pattern.</p> <p>KB9. about different types of weaves</p> <p>KB10. yarn faults like slub,thick place,thin place, yarn variation , shade variation, yarn contamination, color contamination, kitties and black spots</p>

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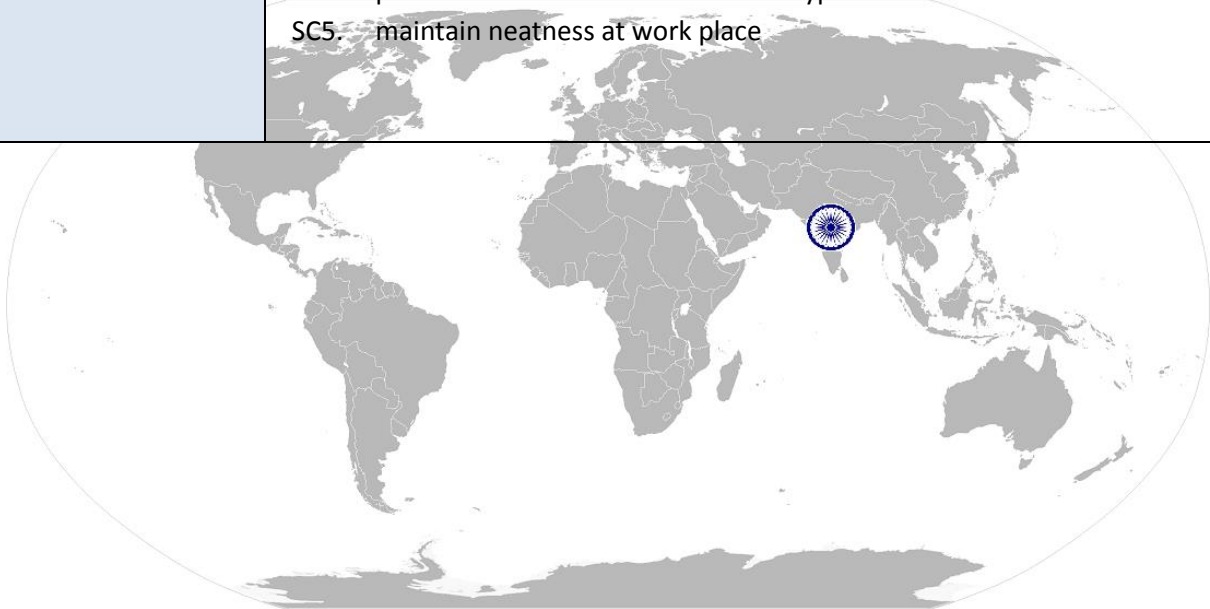
Check and mend the fabrics produced

	<p>KB11. sizing faults like size patches, sizing beads, sizing stain and sizing beam oil</p> <p>Fabric Defects</p> <p>KB12. weaver / labor oriented faults like wrong drawing, wrong denting, double end, end out, hand stain, double pick, and broken pick.</p> <p>KB13. machine oriented faults like take up fault, let off fault, starting mark, floats, weft cracks, tear, cloth torn, temple cut, temple mark, emery cut or emery hole or emery impression, guide tooth mark, other impression mark, under tuck in, bad selvedge, bad shedding or bad pattern and tails</p> <p>KB14. selvedge tear, cloth tear, holes, guide tooth mark, temple cut, emery cut or emery hole, bad shedding or wrong pattern or doobby fault or jacquard fault, take up fault, let off fault, weft crack, objectionable reed mark, under tuck in, bad selvedge, objectionable impression mark, serious oil marks or oil stains, warp floats & weft floats, end out for more than 1", malfunctioning or not functioning of centre cutter & side cutter, continuous short picks</p> <p>KB15. other faults like reed mark, cloth not cut at centre in case of multiple channel fabrics and cloth not cut at sides in case of fabrics with false selvedges</p> <p>KB16. permissible points as per 4 points American system – 15 points for 100 square meters</p> <p>KB17. to know about '4 point American system' as below</p> <ul style="list-style-type: none"> • defects of length/ width less than 3" - 1 point • defects of length/ width between 3" to 6" – 2 points • defects of length/ width between 6" to 9" – 3 points • defects of length/width of above 9" - 4 points
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.
	SA3. plan and manage work routine based on instructions from supervisor
	Oral Communication (Listening and Speaking skills)
	You need to know and understand how to:
	SA4. participate in the various programs/ meetings that will be conducted by the Superior
	SA5. put forth the suggestions in the interest of the Company.
	SA6. participate in the 'Quality Circles' that will be formed by the Superiors
	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

TSC/ N2304

Check and mend the fabrics produced

	Trade'
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	SC1. procedure to mend the different defects in fabric
	SC2. procedure to maintain the records for mending activities
	SC3. procedure to use proper tools for mending the fabric
	SC4. procedure to remove the different types of fabric defects
	SC5. maintain neatness at work place

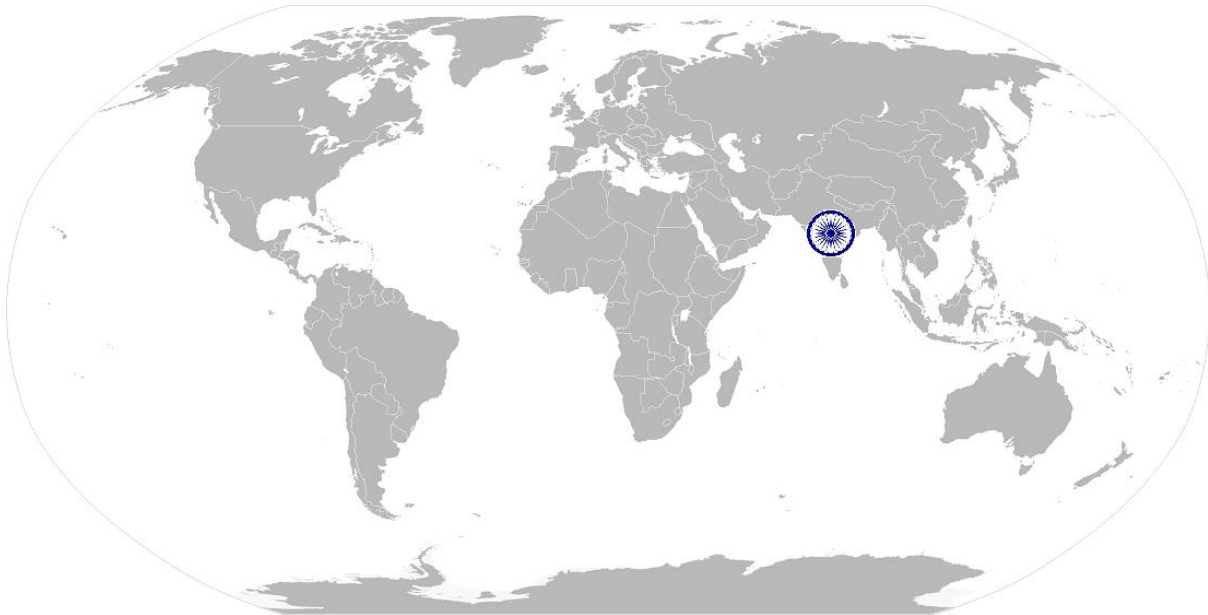


TSC/ N2304

Check and mend the fabrics produced

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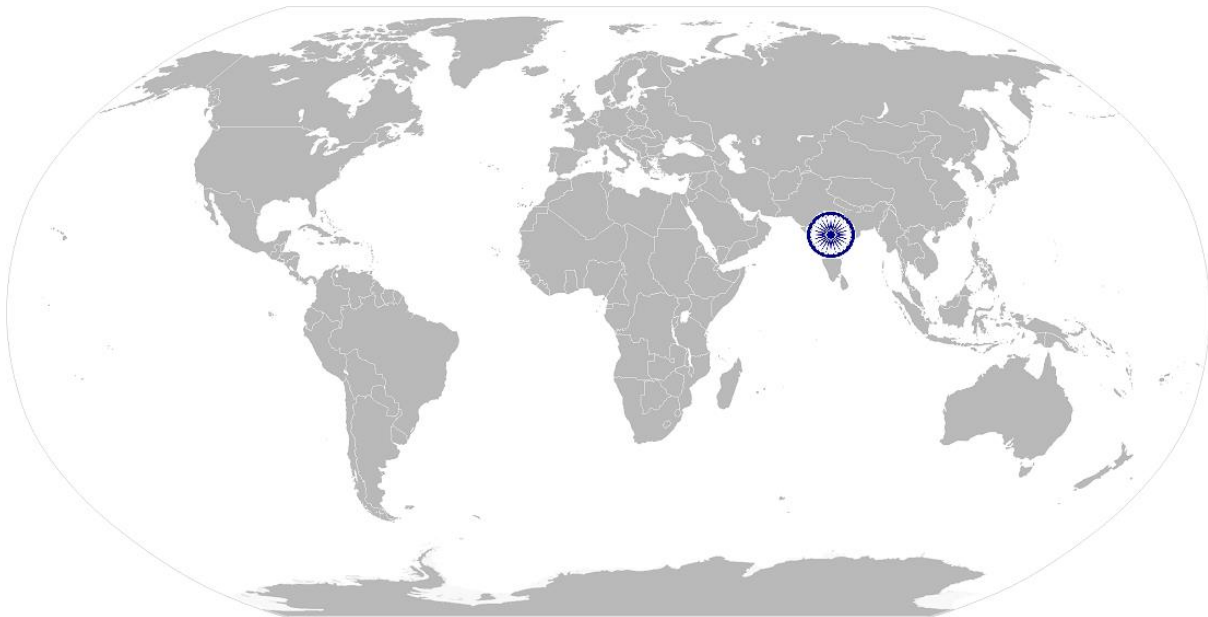
NOS Code	TSC/ N2304		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Weaving	Last reviewed on	21/1/15
Occupation	Post - Weaving	Next review date	01/03/16



TSC/ N9001

Maintaining work area, tools and machine

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 machine

Unit Code	TSC/ N9001
Unit Title (Task)	Maintaining 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/task 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 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> <p>KB3. hazards likely to be encountered when conducting routine maintenance</p>

TSC/ N9001

Maintaining work area, tools and machine

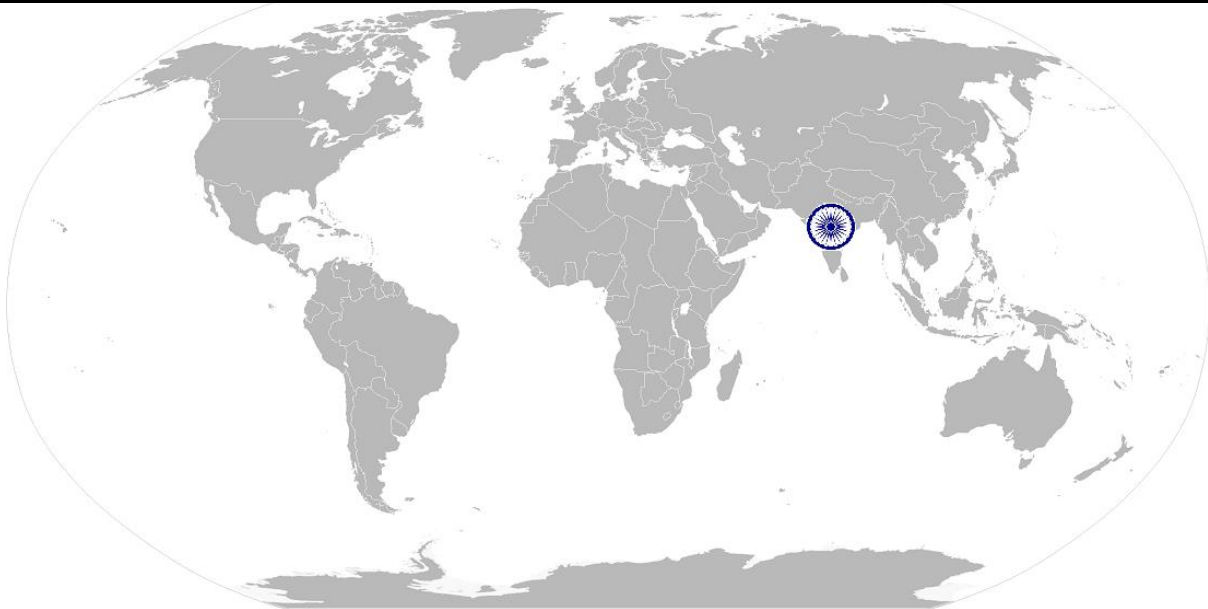
	<p>KB4. the importance of taking action when problems are identified KB5. different ways of minimizing waste KB6. the importance of running maintenance and regular cleaning KB7. effects of contamination on products i.e. machine oil, dirt, foreign materials KB8. common faults with equipment and the method 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>	Writing Skills
	<p>You need to know and understand how to: SA1. Write clear and short sentences</p>
	Reading Skills
	<p>You need to know and understand how to: SA2. comprehend written instructions SA3. read any application sent by other colleagues</p>
	Oral Communication (Listening and Speaking skills)
<p>You need to know and understand how to: SA4. Communicate effectively in local language SA5. communicate with supervisor appropriately SA6. talk to others to convey information effectively</p>	
<p>B. Professional Skills</p>	Problem Solving
	<p>You need to know and understand how to: SB1. identify the real reason of problem faced SB2. apply problem-solving approaches in different situations SB3. refer anomalies to the supervisor SB4. seek clarification on problems from others</p>
	Attention to Detail
<p>You need to know and understand how to: SB5. apply good attention to detail SB6. check your work is complete and free from errors SB7. make sure every kind of communication is error free</p>	
<p>C. Technical Skills</p>	<p>You need to know and understand : SC1. communicate effectively SC2. apply leadership skills wherever required SC3. take initiative at the right place SC4. understand the requirement to be creative</p>

TSC/ N9001

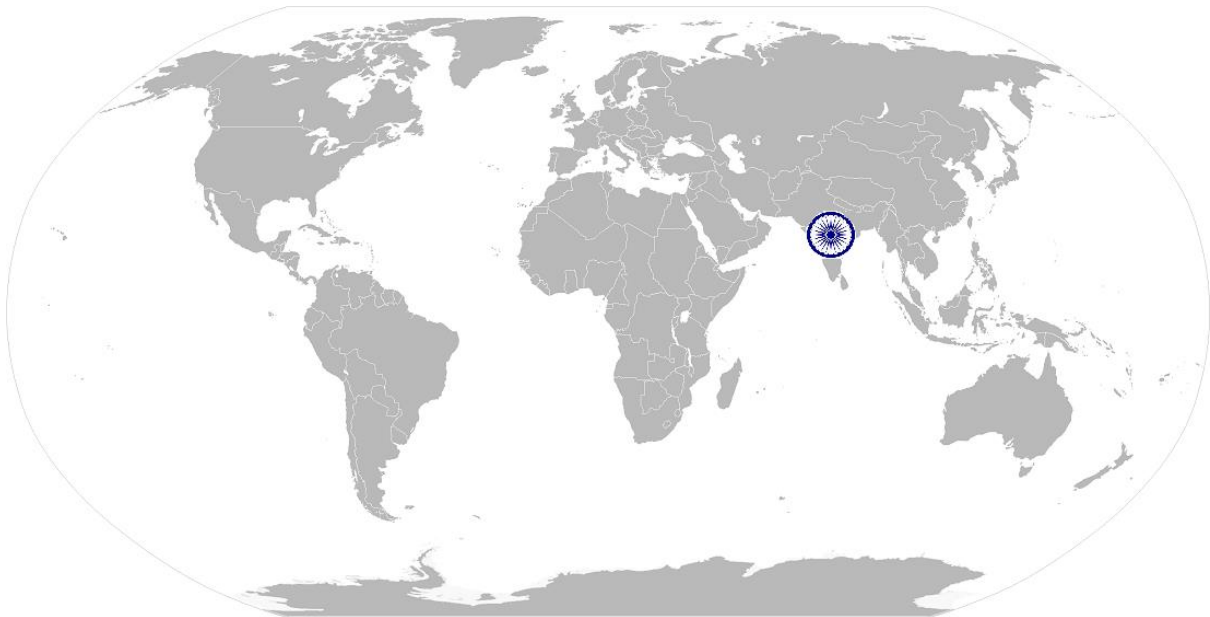
Maintaining work area, tools and machine

NOS Version Control

NOS Code	TSC/ N9001		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Weaving	Last reviewed on	21/01/15
Occupation	Post - Weaving	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

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 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	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 the 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

	SA4. comprehend written instructions SA5. read any application sent by other colleagues
	Oral Communication (Listening and Speaking skills)
	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
	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

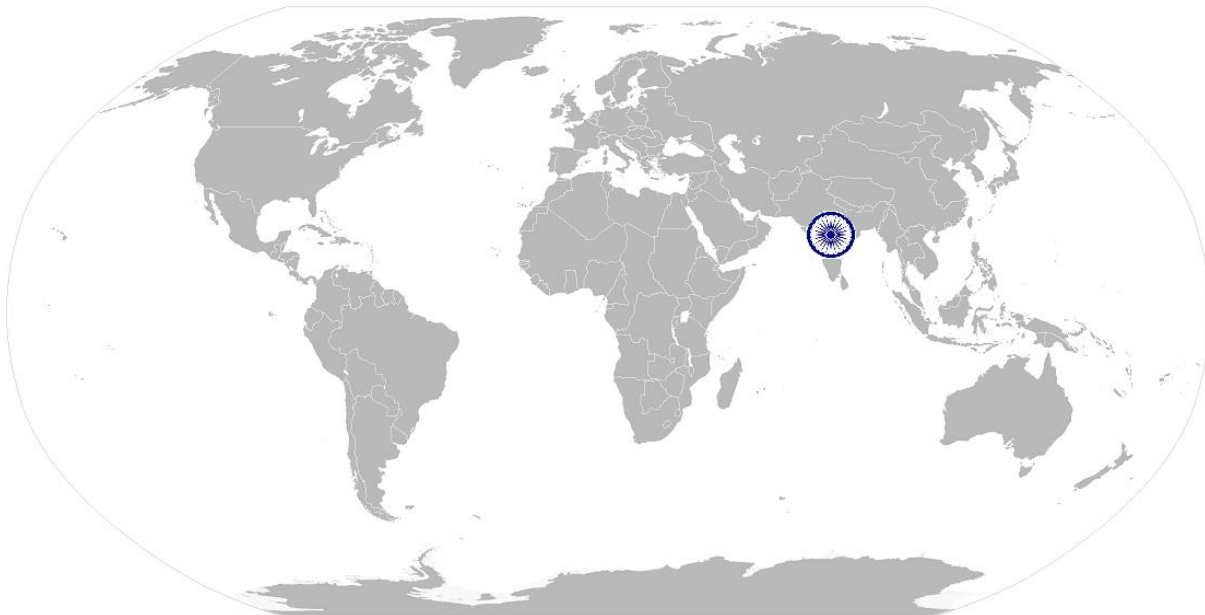


TSC/ N9002

Working in a team

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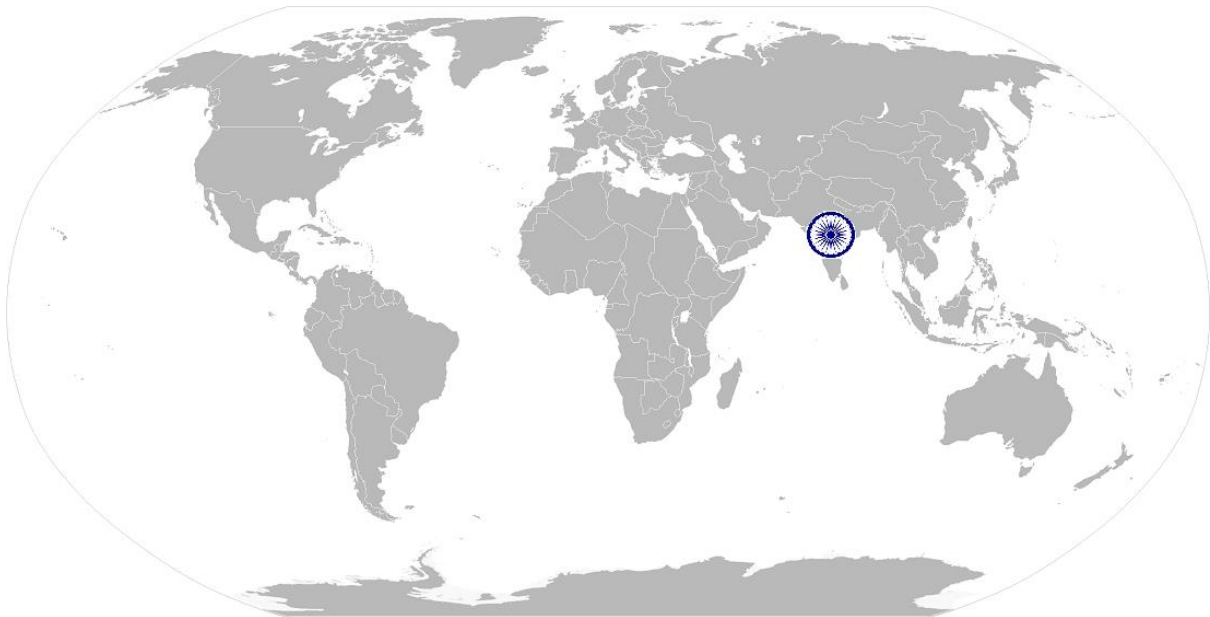
NOS Code	TSC/ N9002		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Weaving	Last reviewed on	21/01/15
Occupation	Post - Weaving	Next review date	01/03/16



TSC/ N9003

Maintain health, safety and security at work place

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

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, operator must be able to:</p> <p>PC1. comply with health and safety related instructions applicable to the workplace</p> <p>PC2. use and maintain personal protective equipment such as “ear plug”, “ nose mask “, “ head cap” etc., as per protocol</p> <p>PC3. carry out own activities in line with approved guidelines and procedures</p> <p>PC4. maintain a healthy lifestyle and guard against dependency on intoxicants</p> <p>PC5. follow environment management system related procedures</p> <p>PC6. identify and correct (if possible) malfunctions in machinery and equipment</p> <p>PC7. report any service malfunctions that cannot be rectified</p> <p>PC8. store materials and equipment in line with organisational requirements</p> <p>PC9. safely handle and remove waste</p> <p>PC10. minimize health and safety risks to self and others due to own actions</p> <p>PC11. seek clarifications, from supervisors or other authorized personnel in case of perceived risks</p> <p>PC12. monitor the workplace and work processes for potential risks and threat</p> <p>PC13. carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned</p> <p>PC14. report hazards and potential risks/ threats to supervisors or other authorized personnel</p> <p>PC15. participate in mock drills/ evacuation procedures organized at the workplace</p> <p>PC16. undertake first aid, fire-fighting and emergency response training, if asked to do so</p> <p>PC17. take action based on instructions in the event of fire, emergencies or accidents</p> <p>PC18. follow organisation procedures for shutdown and evacuation when required</p>
Recognizing the hazards	<p>To be competent, you must be able to:</p> <p>PC19. identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry</p> <p>PC20. recognise other possible security issues existing in the workplace</p>

TSC/ N9003

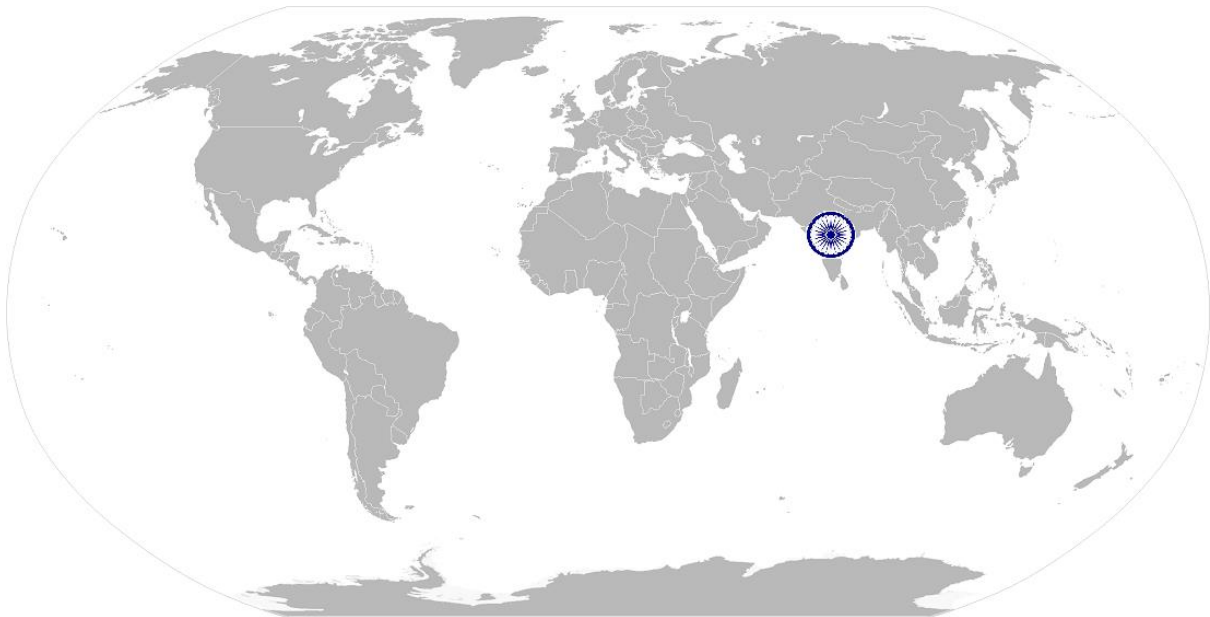
Maintain health, safety and security at work place

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

TSC/ N9003

Maintain health, safety and security at work place

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

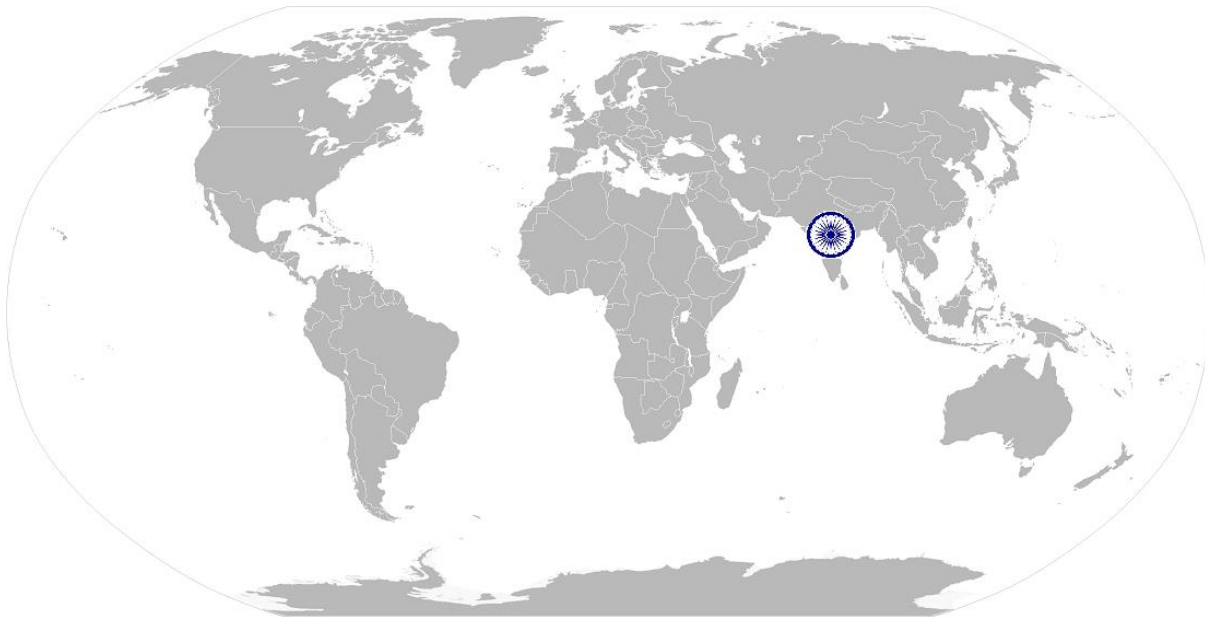


TSC/ N9003

Maintain health, safety and security at work place

NOS Version Control

NOS Code	TSC/ N9003		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Weaving	Last reviewed on	21/01/15
Occupation	Post - Weaving	Next review date	01/03/16



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.

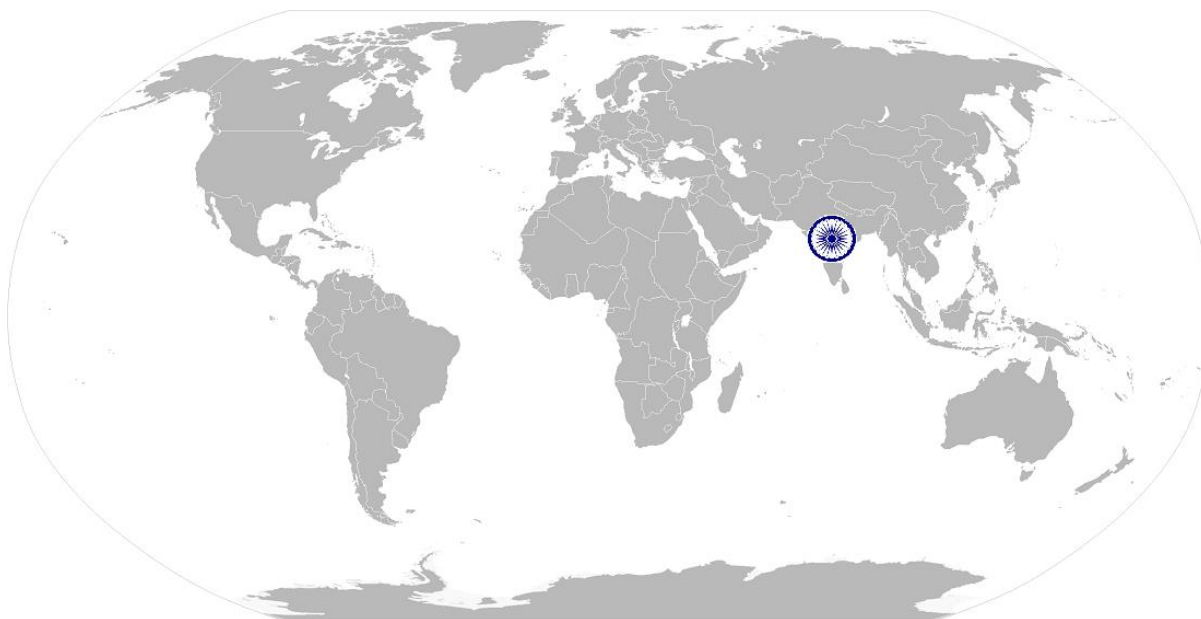
TSC/ N9004 Comply with industry and organizational requirements

National Occupational Standard

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

TSC/ N9004 Comply with industry and organizational requirements

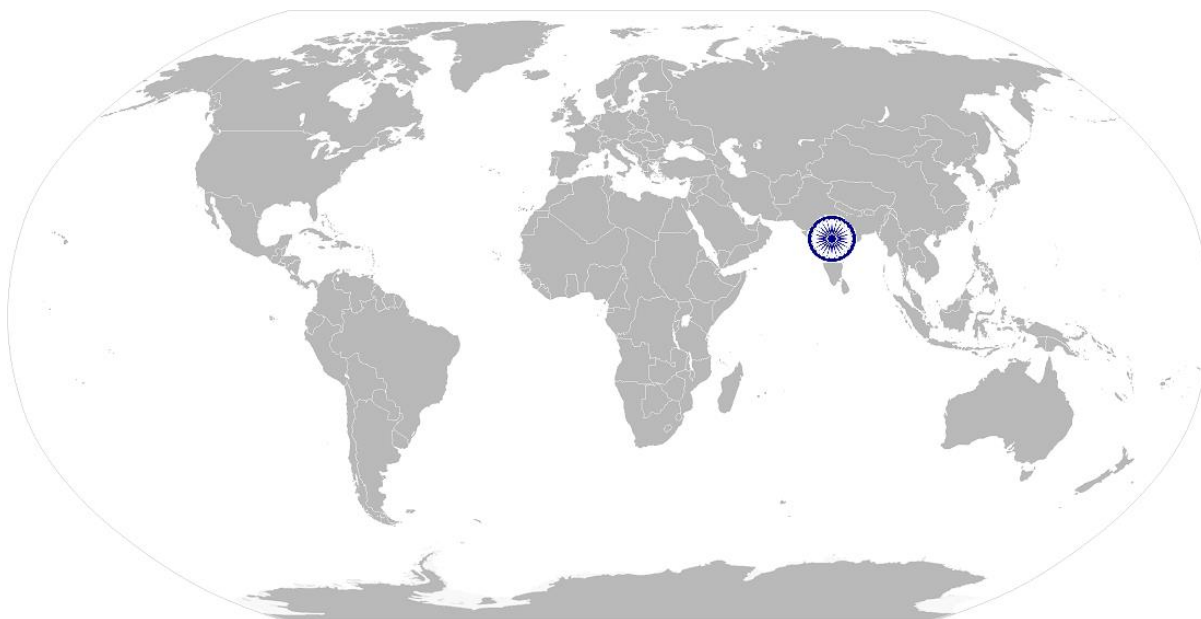
	You need to know and understand how to: SA2. read the given instructions SA3. comprehend written instructions
	Oral Communication (Listening and Speaking skills)
	SA4. talk effectively with others SA5. put forward your point SA6. listen to others
B. Technical skills	you need to know and understand : SC1. Organizational requirements SC2. your responsibilities at the workplace SC3. procedure to comply with the industry standards



TSC/ N9004 Comply with industry and organizational requirements

NOS Version Control

NOS Code	TSC/ N9004		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Weaving	Last reviewed on	21/01/15
Occupation	Post - Weaving	Next review date	01/03/16



Assessment Criteria

Job Role: Fabric Mender
Qualification Pack:TSC/Q 2302
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 75%.

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Skills Practical	Theory	Viva
1. TSC/N2303 (Taking charge of shift and handing over shift to operator)	PC1. come at least 10 - 15 minutes earlier to the work spot	100	25	20	0	5
	PC2. check for the necessary items like 'Cutter', 'Needle', 'Trimmer', 'Counting Glass', 'Measuring Tape', 'Cup Of water' and 'Brush'		25	10	10	5
	PC3. Hand over all the tools given to the higher authority.		25	10	15	0
	PC4. report to his/ her shift superior about the quality ,production ,safety issues or any other issue faced in his/ her shift and should leave the department only after getting concurrence for the same from his/ her superiors		25	10	5	10
			100	50	30	20
	Total		Weight age %		50%	30%

Assessment Criteria

2. TSC/N2304 (Operating Auto Pirn Winding Machine)	PC1. understand the requirements of inspecting the fabric, finding the defects in fabric, marking the defects , following various inspection systems for inspecting and recording the defects	300	7	2	5	0
	PC2. collect the fabric from fabric store area		5	3	2	0
	PC3. understand the fabric inspection requirement from the customer		7	5	0	2
	PC4. understand the specifications of fabric requirements from the customer		7	5	0	2
	PC5. prepare the inspection table for inspection		7	5	0	2
	PC6. ensure the inspection table and inspection area is properly illuminated		7	4	3	0
	PC7. ensure the proper functioning of continuous fabric inspection machine		7	3	4	0
	PC8. mount the fabric rolls on the continuous inspection table / machine		7	3	2	2
	PC9. before checking/mending, take care that the , equipments used, checking table etc. are cleaned so that no handling stains are added to the fabric being checked		7	4	3	0
	PC10. check whether the following required details are written on the cloth rolls, before the same are taken for inspection loom no, construction details, date & shift of doffing, doffed meters, doffed person's name		7	4	3	0
	PC11. ensure the type of fabric selvages is as per requirement		7	5	0	2
	PC12. Ensure whether no transit or handling damage is there on the cloth roll, before the same is taken for inspection.		7	4	3	0

Assessment Criteria

PC13. get 'fabric inspection report 'with a roll no. duly allotted from the higher authority	7	5	2	0
PC14. reset the 'counter meter on the inspection table' to 'zero'	7	5	2	0
PC15. mount the fabric roll to be inspected on the 'cloth roll stands' , without damaging the fabric	7	5	2	0
PC16. Get in writing about the construction details from the higher authority.	5	3	2	0
PC17. ensure cleanliness and safety at work place	7	5	2	0
PC18. pull the fabric on the inspection table and inspect the fabrics in manual inspection	7	5	2	0
PC19. operating the inspection machine control switches for moving the fabric on inspection table for inspection	6	4	2	0
PC20. check the dimensions of the fabric	7	4	3	0
PC21. check the following specifications in the sample provided to him/ her	7	4	3	0
PC22. check the following faults with respect to warp and weft	7	4	3	0
PC23. Measure the fabric width, remove the wrinkles/ crease gently from the fabric surface by keeping the measuring tape straight across the fabric horizontally from selvedge to selvedge, measure the width as far as possible near the centre avoiding the ends and ensuring not to stretch the fabric while measuring.	7	2	5	0
PC24. measure the fabric length – by passing through meter counter fitted roller, by manually clipping the fabrics in the fold measuring frame, by counting the number of	7	2	5	0

Assessment Criteria

	meter fold in case of folded fabrics					
	PC25. note down the fabric specifications as per the construction details		7	3	4	0
	PC26. Inspect the fabric for the following at 3 places, namely 10 meters after the beginning of the inspection, in the middle of the inspection of the roll and 10 meters before the close of the inspection of the roll.		7	3	4	0
	PC27. mend the faults observed in the fabric		7	3	2	2
	PC28. check the fabric construction particulars by measuring the EPI, PPI, weight/sq.mtr		7	3	2	2
	PC29. ensure using proper tools for measuring the dimensions and construction of fabric		5	3	2	0
	PC30. identify the different defects in fabric along with the fabric mender		7	3	2	2
	PC31. Identify the defects which come under mendable or non-mendable defects depending upon the magnitude of the defect and the quality of the fabric.		7	3	2	2
	PC32. remove the fabric defects		7	3	2	2
	PC33. ensure the fabric defects are properly mended		7	2	3	2
	PC34. support the checker in recording the fabric defects in the visual inspection report		5	3	2	0
	PC35. follow the different inspection systems as per the requirement and instructions from superiors		7	5	2	0
	PC36. use proper tools and equipments for mending the fabric		7	5	2	0
	PC37. Follow tag system for cuttable defects, defects coming under 4 points, and other faults		7	5	2	0

Assessment Criteria

	PC38. ensure all the marked defects are mended		7	7	0	0
	PC39. note all the fabric defects and mark in the fabric examination report which has to mended		7	7	0	0
	PC40. mend the loose threads , slubs , snarls and other mendable faults		7	5	0	2
	PC41. clean the “ stain “ using water & brush		5	5	0	0
	PC42. note the defects against the corresponding meter only		7	6	1	0
	PC43. Cover and store the inspected fabric has to be properly in the place, earmarked		5	5	0	0
	PC44. report the defects inspected and mended during the inspection to the higher authority		7	5	2	0
	PC45. ensure cleanliness and safety at work place		5	3	2	0
			300	182	94	24
	Total	Weight age %		61%	31%	8%
3. TSC/N 9001 (Maintaining work area, tools and machines)	PC1. handle materials, machinery, equipment and tools with care and use them in the correct way	50	4	1	2	1
	PC2. use correct lifting and handling procedures		4	1	2	1
	PC3. use materials to minimize waste		3	1	1	1
	PC4. maintain a clean and hazard free working area		3	1	1	1
	PC5. maintain tools and equipment		4	2	1	1
	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

Assessment Criteria

	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
			50	15	21	14
	Total		Weight age %		30%	42%
4. TSC/N 9002 (Working in a team)	PC1. be accountable to the own role in whole process	50	5	3	1	1
	PC2. perform all roles with full responsibility		4	2	1	1
	PC3. be effective and efficient at workplace		4	1	2	1
	PC4. properly communicate about company policies		4	1	1	2
	PC5. report all problems faced during the process		4	1	1	2
	PC6. talk politely with other team members and colleagues		4	1	1	2
	PC7. submit daily report of own performance		5	2	2	1
	PC8. adjust in different work situations		4	2	1	1
	PC9. give due importance to others' point of view		4	1	1	2
	PC10. avoid conflicting situations		4	1	2	1
	PC11. develop new ideas for work procedures		4	1	2	1

Assessment Criteria

	PC12. improve upon the existing techniques to increase process efficiency		4	1	2	1
			50	17	17	16
	Total	Weight age %		34%	34%	32%
5. TSC/N 9003 (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 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 manufacturer's and organizational requirements		4	1	2	1
	PC9. Safely handle and move waste and debris		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		5	2	2	1

Assessment Criteria

	and threats					
	PC13. Carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned		5	2	2	1
	PC14. Report hazards and potential risks/ threats to supervisors or other authorized personnel		4	1	2	1
	PC15. Participate in mock drills/ evacuation procedures organized at the workplace		4	2	2	0
	PC16. Undertake first aid, fire-fighting and emergency response training, if asked to do so		5	2	2	1
	PC17. Take action based on instructions in the event of fire, emergencies or accidents		5	2	2	1
	PC18. Follow organization procedures for shutdown and evacuation when required		4	2	1	1
	PC19. identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry		4	2	1	1
	PC20. recognize other possible security issues existing in the workplace		4	2	1	1
	PC21. recognize different measures to curb the hazards		4	2	1	1
	PC22. communicate the safety plan to everyone		4	2	1	1
	PC23. attach disciplinary rules with the implementation		4	2	1	1
			100	43	34	23
	Total	Weight age %		43%	34%	23%
6. TSC/N 9004 (Comply with industry and organizational	PC1. perform own duties effectively	50	4	1	2	1
	PC2. take responsibility for own actions		4	1	2	1

Assessment Criteria

requirements)	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
	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
			50	18	19	13
	Total	Weight age %		36%	38%	26%
Total		650	325	215	110	
Grand Total		650				