

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

Contact Us:

Textile SSC

E-mail: info@texskill.in



Contents

1. Introduction and Contacts.....P.1
2. Qualifications Pack.....P.2
3. Glossary of Key Terms.....P.3
4. NOS Units.....P.5

Introduction

Qualifications Pack – Fitter - Weaving preparatory

SECTOR: TEXTILE

SUB-SECTOR: WEAVING PREPARATORY

OCCUPATION: MAINTENANCE

REFERENCE ID: TSC/Q 2401

ALIGNED TO: NCO-2004 / 7233.46

Brief Job Description: A Fitter-Weaving Preparatory, is a job-role in the weaving preparatory department. The responsibility of a Fitter (Weaving Preparatory) is to maintain all Weaving Preparatory Machines, efficiently so as to get maximum output with minimum defects giving due importance to safety and environment aspects

Personal Attributes: A Fitter - Weaving Preparatory 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/ Q2401		
	Job Role	Fitter - Weaving preparatory		
	Credits (NSQF)	TBD	Version number	1.0
	Sector	Textile	Drafted on	15/12/14
	Sub-sector	Weaving Preparatory	Last reviewed on	21/01/15
	Occupation	Maintenance	Next review date	
Job Role	Fitter - Weaving preparatory			
Role Description	To maintain Weaving Preparatory Machines efficiently so as to get maximum output with minimum defects, giving due importance to safety and environmental aspects			
NSQF level	5			
Minimum Educational Qualifications	10 th std. preferably			
Maximum Educational Qualifications	N/A			
Training (Suggested but not mandatory)	Preferably trained in weaving preparatory department.			
Experience	Not essential			
National Occupational Standards (NOS)	<p>Compulsory:</p> <ol style="list-style-type: none"> TSC/N2401 Taking charge of shift and handing over shift to operator TSC/ N2402 Maintain weaving preparatory machines 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.	

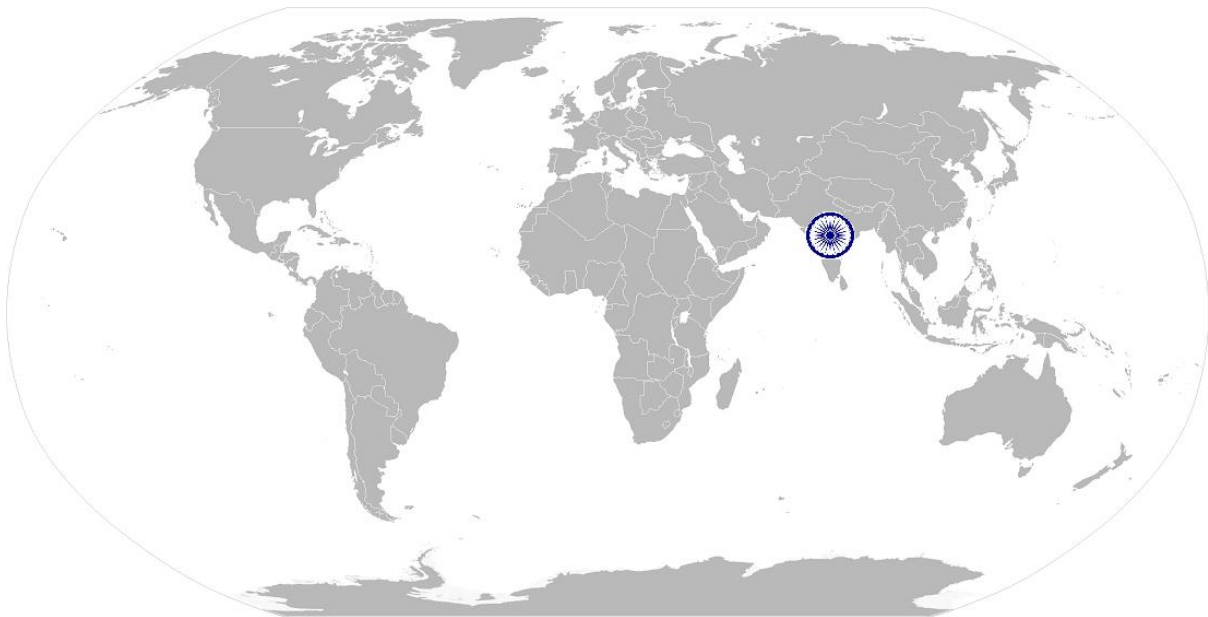
Description	Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for.
Scope	Scope is the set of statements specifying the range of variables that an individual may have to deal with in 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

TSC/ N2401

Taking charge of shift and handing over shift to operator

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/ N2401

Taking charge of shift and handing over shift to operator

National Occupational Standard	Unit Code	TSC/ N 2401
	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 need to 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' PC3. meet the previous fitter , discuss with him/ her regarding the issues faced with respect to the quality or production or spare or safety or any other specific instruction, etc.
	Handing over shift	PC4. hand over all the tools given to the higher authority. PC5. question the previous fitter for any deviation in the process and should bring the same to the knowledge of his/ her superior. PC6. 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 and 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

TSC/ N2401

Taking charge of shift and handing over shift to operator

	etc.
	<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, 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>
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

TSC/ N2401

Taking charge of shift and handing over shift to operator

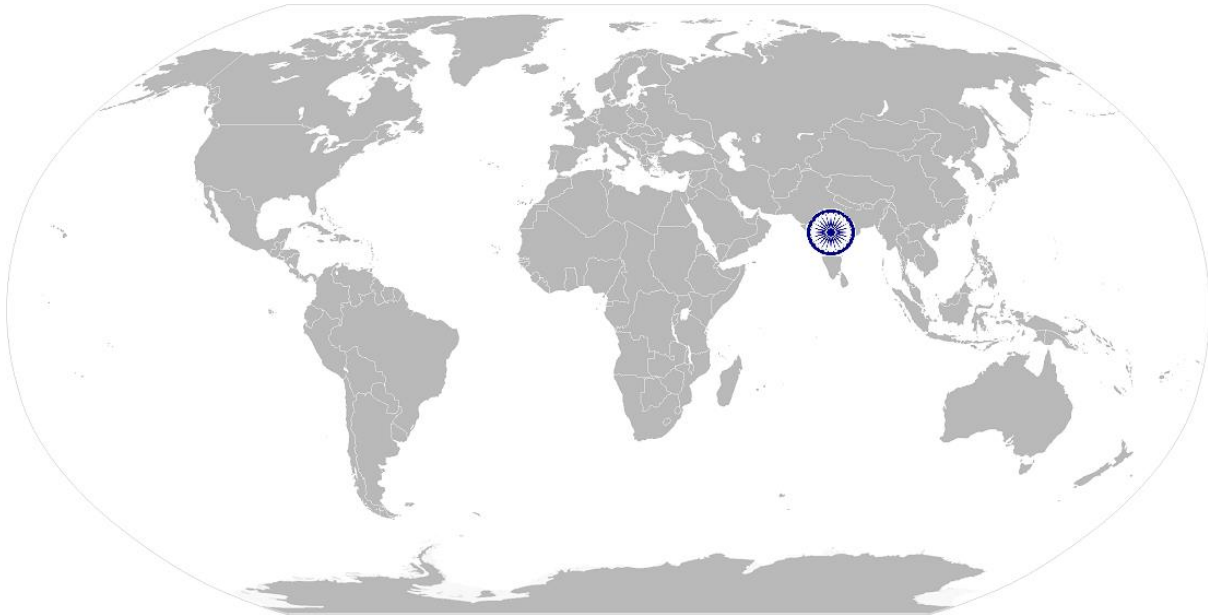
	SA3. plan and manage work routine based on instructions from supervisor
	Oral Communication (Listening and Speaking skills)
	You need to know and understand how to: SA4. willingly participate in the various programs/ meetings that will be conducted by the Superior SA5. forth the suggestions in the interest of the Company. SA6. willingly 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 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: SB1. apply good attention to detail SB2. check your work is complete and free from errors
C. Technical Skills	SC1. To know about '4 Point American System' as below <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
	SC2. permissible points as per 4 points American system – 15 points for 100 square meters SC3. piece Lengths As Per Export Standards <ul style="list-style-type: none"> • 80 % - 80 meters & above • 20& - Between 40 to 80 meters SC3. permissible Specification faults(Universally) <ul style="list-style-type: none"> • Ends Per Inch - Plus or minus 2 • Picks Per Inch - Plus or minus 1 (for single pick insertion) • Cloth Width - No Minus A maximum of ½" in Plus side is allowed

TSC/ N2401

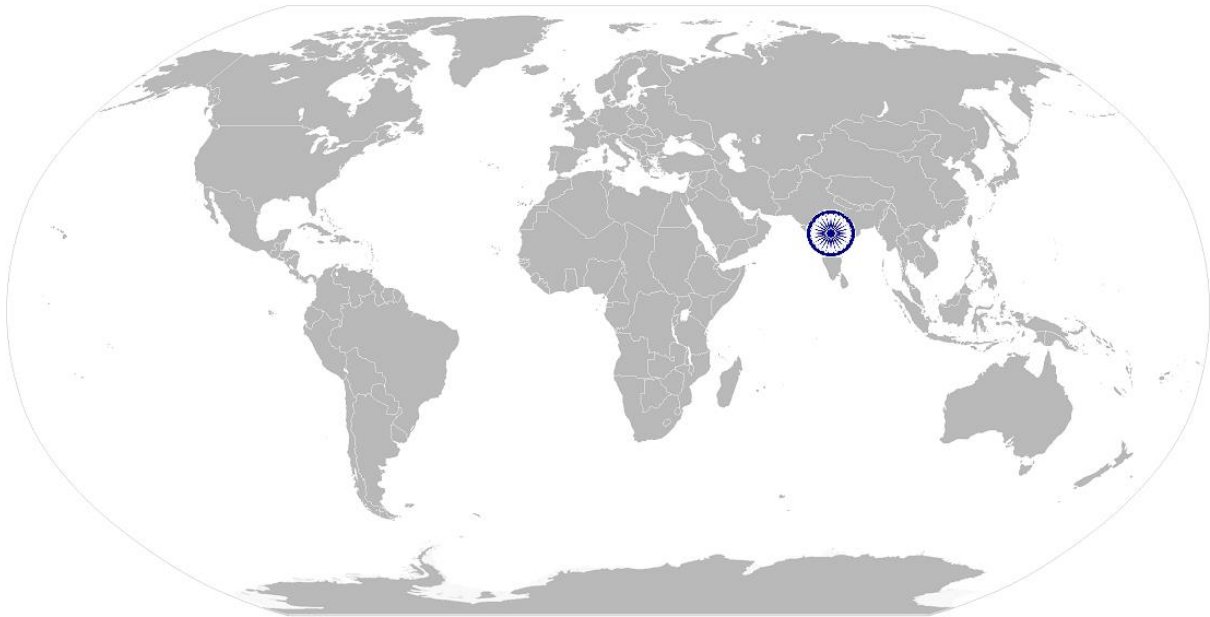
Taking charge of shift and handing over shift to operator

NOS Version Control

NOS Code	TSC/ N 2401		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Weaving Preparatory	Last reviewed on	21/01/15
Occupation	Maintenance	Next review date	01/03/16



National Occupational Standard



Overview

This unit provides performance criteria, knowledge and understanding and skills and abilities required to maintain Weaving Preparatory Machines.

TSC/ N2402

Maintain weaving preparatory machines

National Occupational Standard

Unit Code	TSC/ N2402
Unit Title (Task)	Maintain weaving preparatory machines
Description	This unit provides performance criteria, knowledge and understanding and skills and abilities required to maintain Weaving Preparatory Machines; attend to breakdowns and adhere to Preventive Maintenance Schedules of all the Weaving Preparatory Machines and get maximum output and minimum defects, without entertaining any damage to the people, the machine etc., without wasting much of raw materials, spares, tools etc., and without spoiling the environmental aspects.
Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> ▪ Maintain warping machines ▪ Maintain sizing machines ▪ Other work practices
Performance Criteria (PC) w.r.t. the Scope	
Elements	Performance Criteria
Maintain Warping machines	<p>To be competent, you must be able to:</p> <p>PC1. check the condition of the running beams & machine performance of both warping and sizing machines. also, should check for any abnormal sound/ noise in all the warping and sizing machines</p> <p>PC2. check whether all the stop motions work in good condition</p> <p>PC3. check the cleanliness of the machines and other work areas</p> <p>PC4. check whether any spare/raw material/ tool /any other material is thrown under the machines or in the other work areas</p> <p>PC5. plan preventive maintenance.</p> <p>PC6. ensure thorough cleaning of all the warping machines</p> <p>PC7. check all the settings in the stop motions and correct the same in case of any deviation</p> <p>PC8. check the brake drum setting and correct the same in case of any deviation</p> <p>PC9. check the condition of the “ counter meter “ and change it whenever necessary</p> <p>PC10. check the comb condition and change it whenever necessary</p> <p>PC11. check the empty warping beams and ensure that all the bolts are tightly fixed</p> <p>PC12. check the empty warping beams and ensure that the beam flanges are not bent and are in good condition</p> <p>PC13. ensure that correct tare weights of the empty warping beams are written on the corresponding empty warping beams</p> <p>PC14. ensure that the hand knitters are in good working condition</p> <p>PC15. ensure that the air compressor is in good working condition</p> <p>PC16. ensure that water is draining out of the compressor, whenever required</p> <p>PC17. check the air compressor line and ensure that there is no leakage in compressor air</p> <p>PC18. ensure proper lubrication (oiling & greasing) in the warping machines</p> <p>PC19. ensure that all the bolts in the warping machines are tightly fixed</p> <p>PC20. ensure that all the bolts in the warping machines are tightly fixed</p> <p>PC21. ensure that there is no leakage of oil in the warping machines</p>

TSC/ N2402

Maintain weaving preparatory machines

	<p>PC22. ensure that oil is changed in the warping machines, whenever required PC23. ensure that hydraulic pressure is maintained in all the warping machines PC24. ensure that all the motors in all the warping machines are in good working condition</p>
<p>Maintain Sizing machines</p>	<p>PC25. ensure thorough cleaning of sizing creel area, sizing cylinders, size cooker, size storage vessel, sow boxes and all other parts of the sizing machine PC26. ensure proper lubrication (oiling & greasing) is done to the whole sizing machine PC27. ensure that there is no leakage of oil in the sizing machine PC28. ensure that oil is changed whenever required in the sizing machine PC29. ensure that all the bolts in the sizing machine are fixed tightly PC30. attend breakdowns immediately. PC31. ensure that the hydraulic rollers, are in good working condition PC32. ensure that the beam flanges are free from any damage PC33. ensure that there is no bend in the beam flanges PC34. ensure that there is no steam leakage PC35. ensure that all the motors in the cooking vessel, storage vessel, sizing creel, sizing machine etc. are in good working condition PC36. ensure proper functioning of moisture control PC37. ensure that stretch control is in proper condition PC38. ensure that the pump motor is in good working condition PC39. check the “shore hardness” in the squeeze rollers and act as per the advice of the higher authority PC40. ensure that the comb is in good working condition PC41. ensure that the boiler is in good working condition PC42. ensure that there is no steam leakage anywhere in the line PC43. ensure that there is no leakage in the cooker vessel, storage vessel sow boxes etc</p>
<p>Other work practices</p>	<p>PC44. ensure that all the weighing machines are in good working condition PC45. ensure and maintain the required flange distance as per the instructions given for the running program PC46. ensure that the bolts are tight in the empty beams, before they are taken for sizing PC47. ensure that the empty beams are cleaned properly so that the “centre beam oil” complaint is not there in weaving, particularly in the looms which are operated with “twin beams” PC48. give preference to safety PC49. ensure that no raw material/ cloth/ spare/ tool / any other material is thrown under/ near the machines or in other work areas PC50. ensure that any major machine faults, is immediately reported to the superiors. PC51. ensure that all the warping machines and sizing machines work without any problem, before leaving the work spot for the day</p>

Knowledge and Understanding (K)

TSC/ N2402

Maintain weaving preparatory machines

<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 and standard operating procedures (SOP)</p> <p>KA2. should have an awareness, knowledge of customers</p> <p>KA3. potential hazards associated with the machines and the safety precautions must be taken</p> <p>KA4. protocol to obtain more information on work related tasks</p> <p>KA5. contact person in case of queries on procedure or products and for resolving issues related to defective machines, tools, materials and equipments</p> <p>KA6. details of the various job roles and responsibilities</p> <p>KA7. protocol and format for reporting work related risks/ problems</p> <p>KA8. method of obtaining /giving feed back with respect to performance</p> <p>KA9. importance of team work and harmonious working relationships</p> <p>KA10. process for offering /obtaining work related assistance</p> <p>KA11. responsibilities under health, safety and environmental legislation</p> <p>KA12. guidelines for storage and disposal of waste materials</p>
<p>B. Technical Knowledge/ Domain knowledge</p>	<p>About the Products</p> <p>You need to know and understand:</p> <p>KB1. minimum quality requirements of the product with respect to permissible/non-permissible defects</p> <p>KB2. beam quality particulars such as count, ends etc.</p> <p>About the Raw materials</p> <p>KB3. yarns from natural fibres - cotton, silk, wool</p> <p>KB4. yarns from manmade fibres - polyester, nylon, viscose</p> <p>KB5. blended yarns - polyester cotton, polyester viscose</p> <p>About different types of Machines</p> <p>KB6. conventional sizing machine</p> <p>KB7. modern sizing machines</p> <p>KB8. about the compressor machines</p> <p>KB9. about the boilers</p> <p>KB10. about sectional warping machines</p> <p>KB11. about the conventional direct warping machines</p> <p>KB12. about modern direct warping machines</p> <p>Sizing Beam Defects</p> <p>KB13. shade variation</p> <p>KB14. soft sized beams</p> <p>KB15. size patches</p> <p>KB16. sunken ends</p> <p>KB17. sizing stain</p> <p>KB18. beam centre oil</p> <p>Safety mechanism</p> <p>You need to know and understand:</p> <p>KB19. the safety mechanisms of the machines & should ensure that the same are in order</p>

TSC/ N2402

Maintain weaving preparatory machines

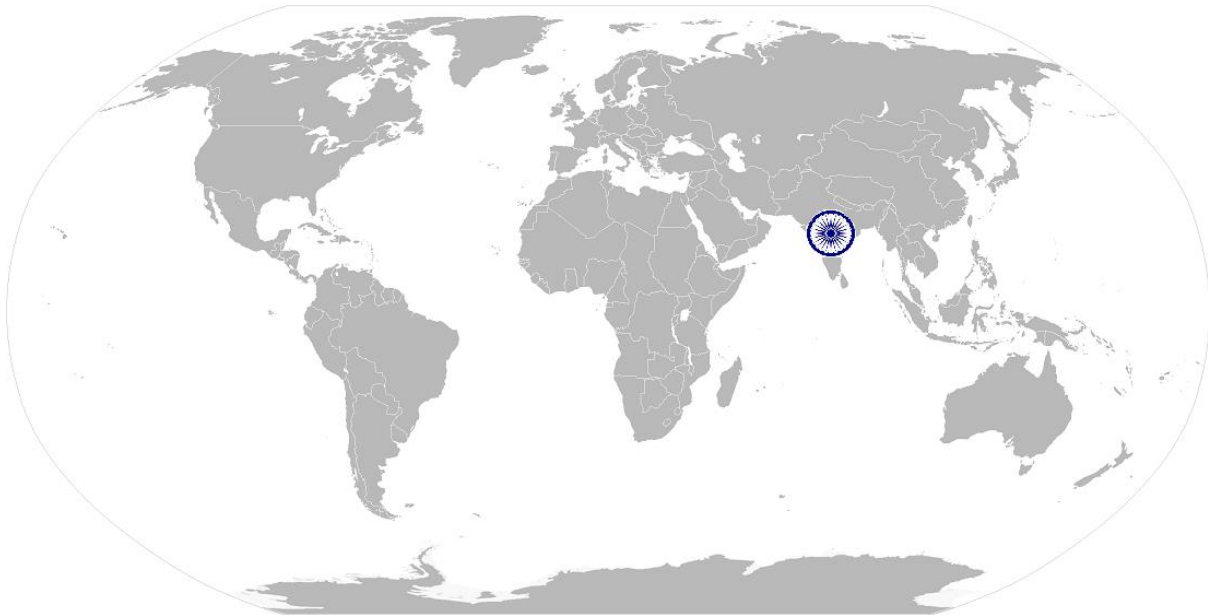
	KB20. should know about the stop motions & should ensure that the same are in order
	Machine Operations
	KB21. should know about the functional operations of the machines, where he/ she is working
Skills (S) w.r.t the scope	
A. Core Skills/ Generic Skills	Writing Skills
	You need to know and understand how to: SA1. Write clear and short sentences
	Reading Skills
	You need to know and understand how to: SA2. read and comprehend written instructions
	Oral Communication (Listening and Speaking skills)
	You need to know and understand how to: SA3. communicate with supervisor appropriately SA4. talk to others to convey information effectively
	Participation
	SA5. plan and manage work routine based on instructions from supervisor SA6. should willingly participate in the various programs/ meetings that will be conducted by the Superiors SA7. put forth the suggestions in the interest of the Company SA8. willingly participate in the " Quality Circles" that will be formed by the Superiors SA9. extend voluntary supports and adapt to the various procedures that will be adopted by the Company with respect to compliances for the different certifications like " ISO 9001", " ISO 14001", SA 8001" GOTS Certification " Fair Trade " etc.
	B. Professional Skills
C. Technical Skills	SC1. be able to produce sized beams free from " Shade variation", " Soft Size" " Size Patches", " Sunken Ends", " Cut & Missing Ends" etc.

TSC/ N2402

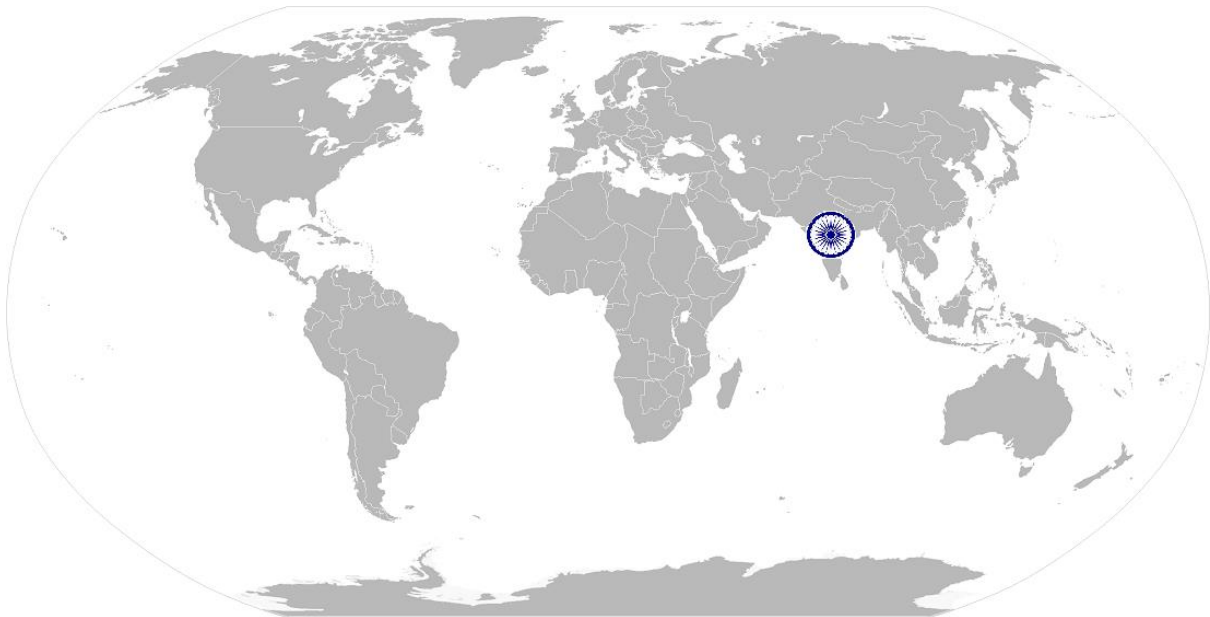
Maintain weaving preparatory machines

NOS Version Control

NOS Code	TSC/ N2402		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Weaving Preparatory	Last reviewed on	21/01/15
Occupation	Maintenance	Next review date	01/03/16



National Occupational Standard



Overview

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

TSC/N 9001

Maintaining work area, tools and machines

National Occupational Standard	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	<p>You need to know and understand:</p> <p>KA1. organizational standard operating procedures (SOP)</p> <p>KA2. limits of your own responsibility</p> <p>KA3. ways of resolving with problems within the work area</p> <p>KA4. the production process and the specific work activities that relate to the whole process</p> <p>KA5. the importance of effective communication with supervisors</p> <p>KA6. the lines of communication, authority and reporting procedures</p> <p>KA7. the organization's rules, codes and guidelines (including timekeeping)</p> <p>KA8. the company's quality standards</p> <p>KA9. the importance of complying with written instructions</p> <p>KA10. 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> <p>KB4. the importance of taking action when problems are identified</p>

TSC/N 9001

Maintaining work area, tools and machines

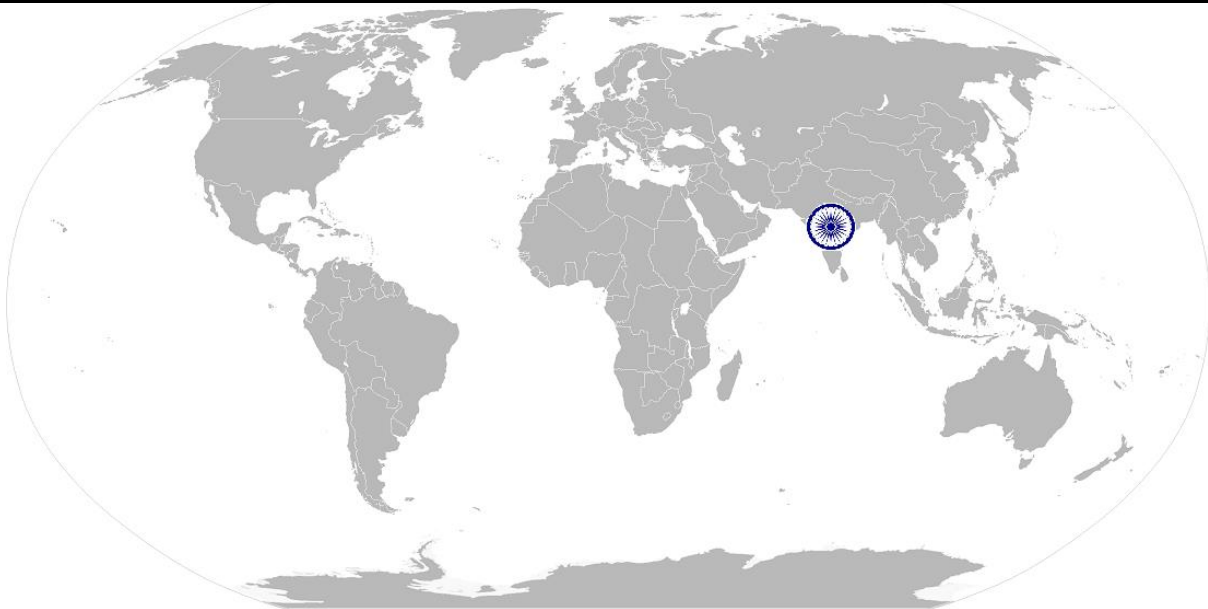
	KB5. different ways of minimizing waste KB6. the importance of running maintenance and regular cleaning KB7. effects of contamination on products i.e. machine oil, dirt, foreign materials KB8. common faults with equipment and the method to rectify KB9. maintenance procedures KB10. different types of cleaning equipment and substances and their use KB11. safe working practices for cleaning and the method of carrying them out
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. read any application sent by other colleagues
B. Professional Skills	Oral Communication (Listening and Speaking skills)
	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
	Problem Solving
C. Technical Skills	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
	Attention to Detail
	You need to know and understand how to: SB5. apply good attention to detail SB6. check your work is complete and free from errors SB7. make sure every kind of communication is error free
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/N 9001

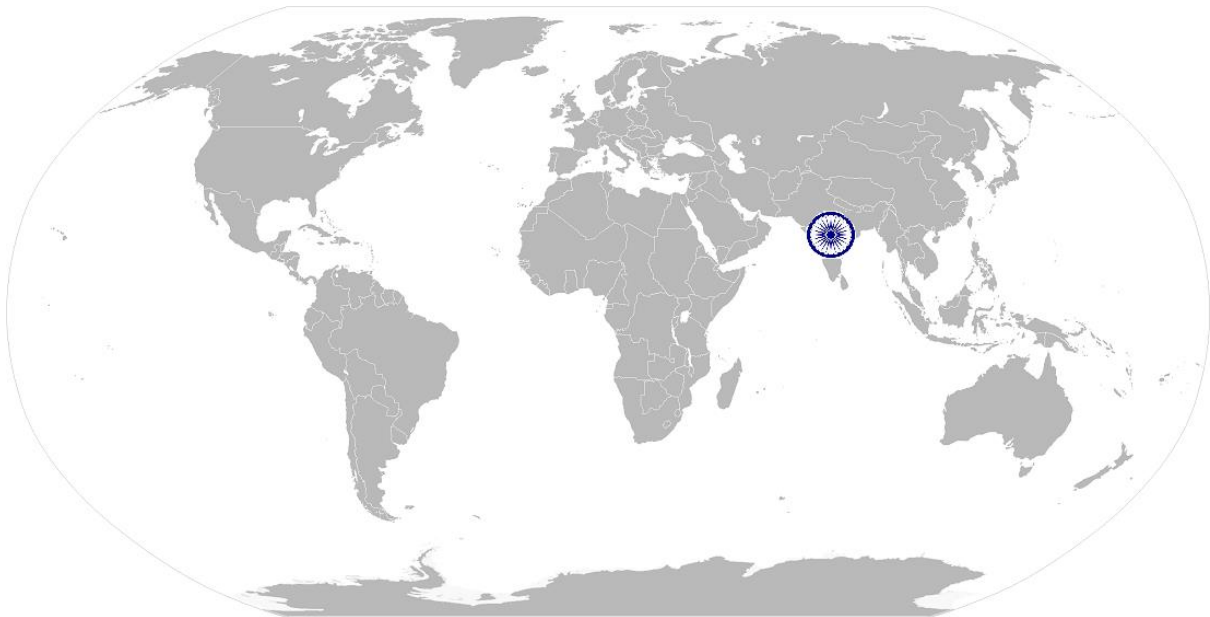
Maintaining work area, tools and machines

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	Maintenance	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/N 9002

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)	
C. 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
D. 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/N 9002

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

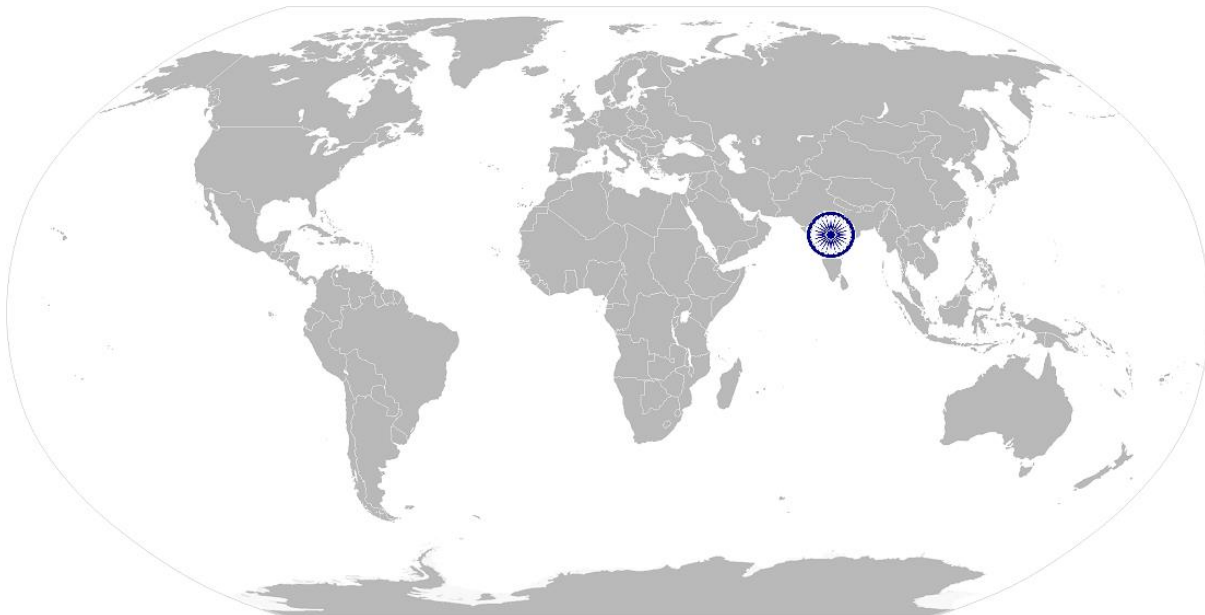


TSC/N 9002

Working in a team

NOS Version Control

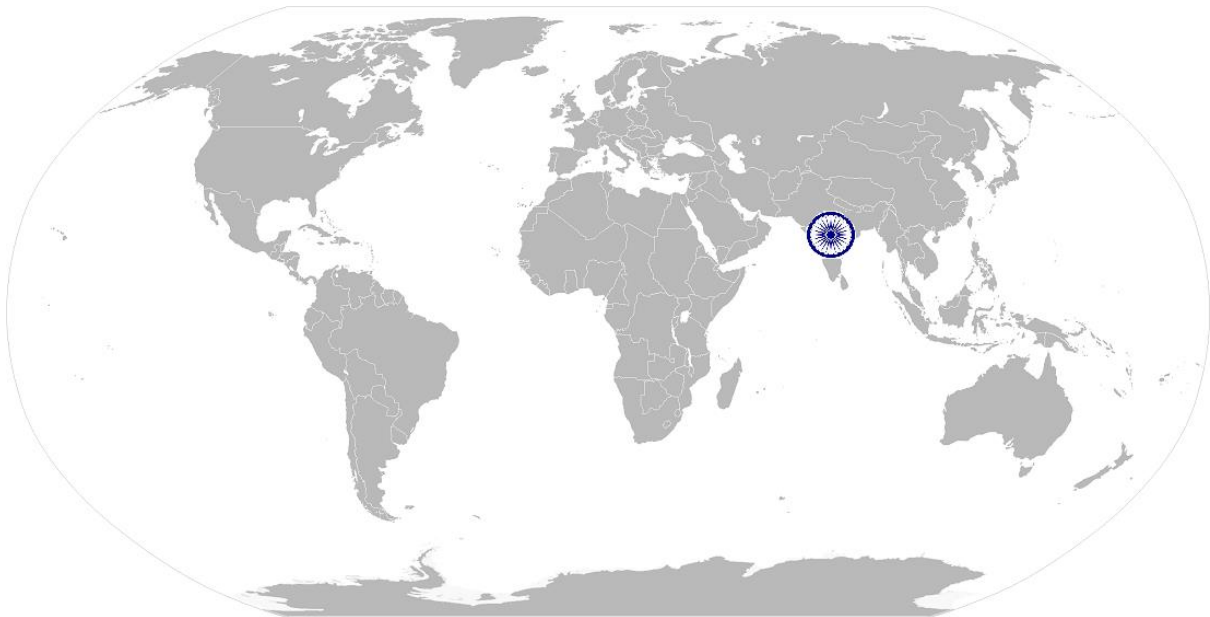
NOS Code	TSC/ N9002		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Weaving	Last reviewed on	21/01/15
Occupation	Maintenance	Next review date	01/03/16



TSC/N 9003

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/N 9003

Maintain health, safety and security at work place

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

TSC/N 9003

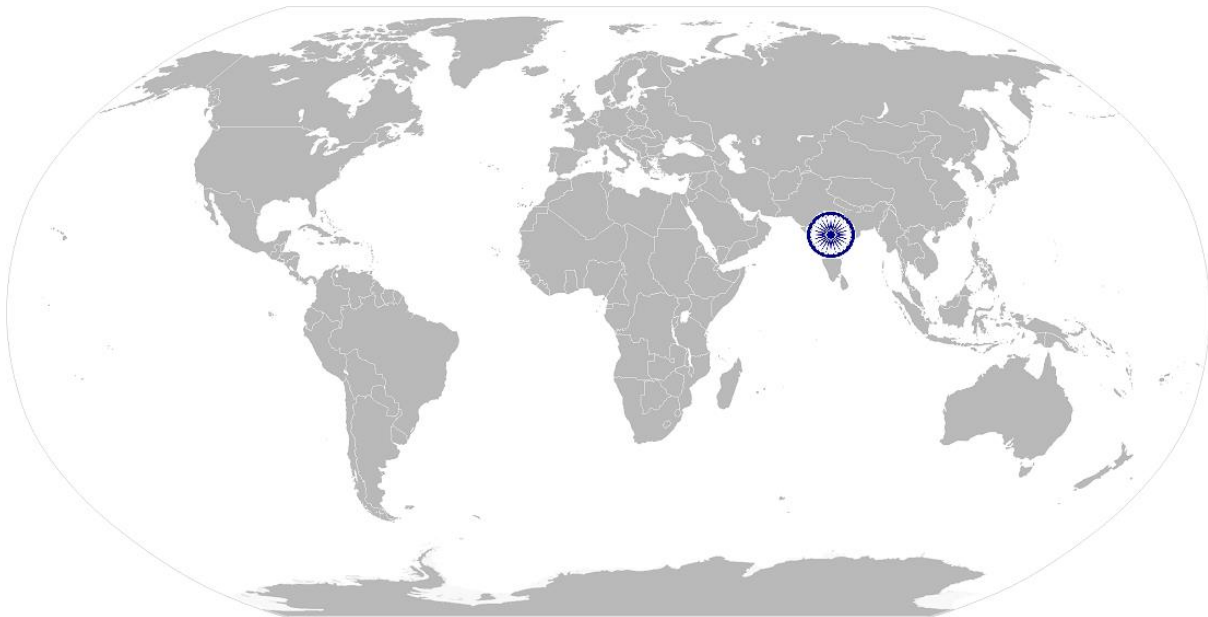
Maintain health, safety and security at work place

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)	
E. Organizational Context	<p>You need to know and understand:</p> <ul style="list-style-type: none"> 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
F. Technical Knowledge	<p>You need to know and understand:</p> <ul style="list-style-type: none"> 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/N 9003

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

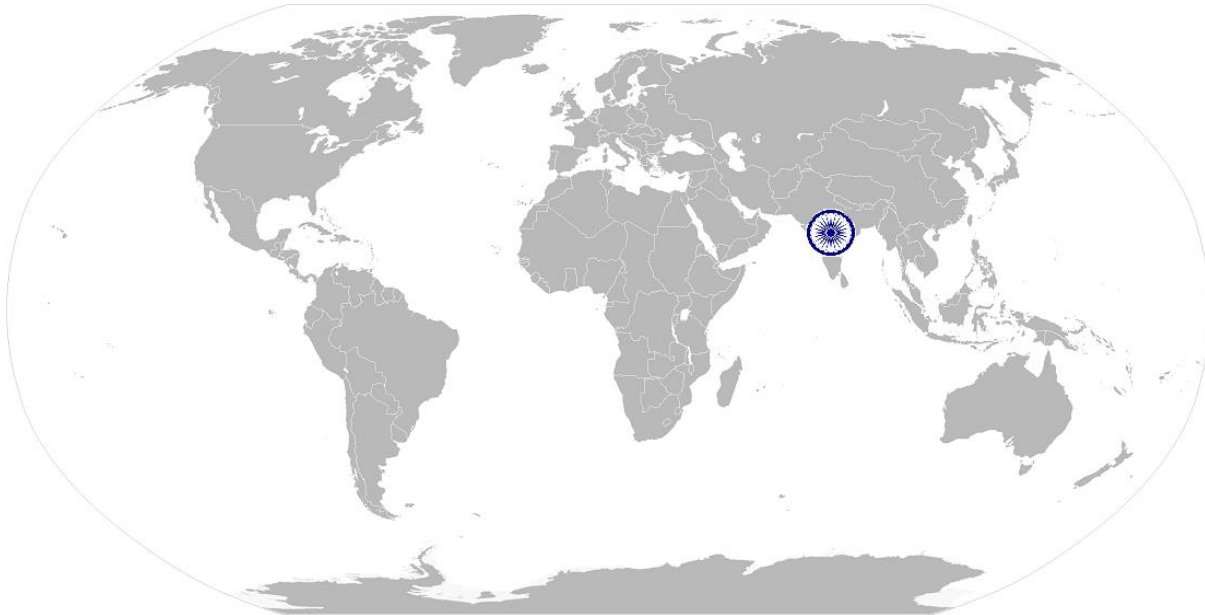


TSC/N 9003

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	Maintenance	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

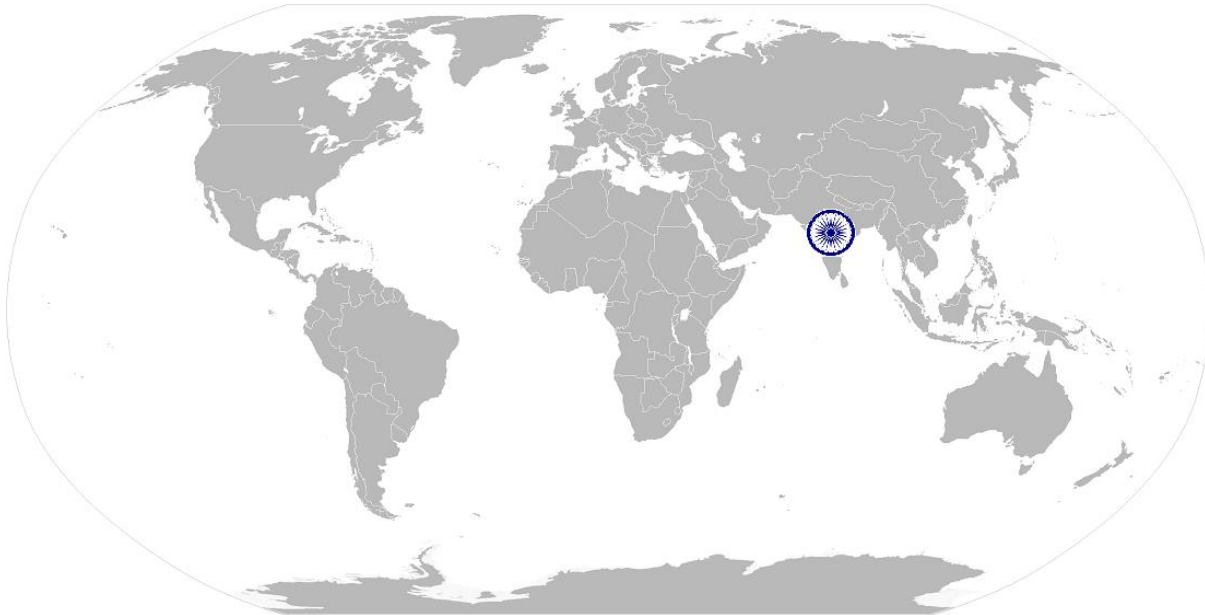
Comply with industry and organizational requirements

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)	
	G. 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>
	H. 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	
	<p>You need to know and understand how to:</p> <p>SA1. Write clear and short sentences</p>	

TSC/ N9004

Comply with industry and organizational requirements

	Reading Skills
	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 : SA1. Organizational requirements SA2. your responsibilities at the workplace SA3. procedure to comply with the industry standards

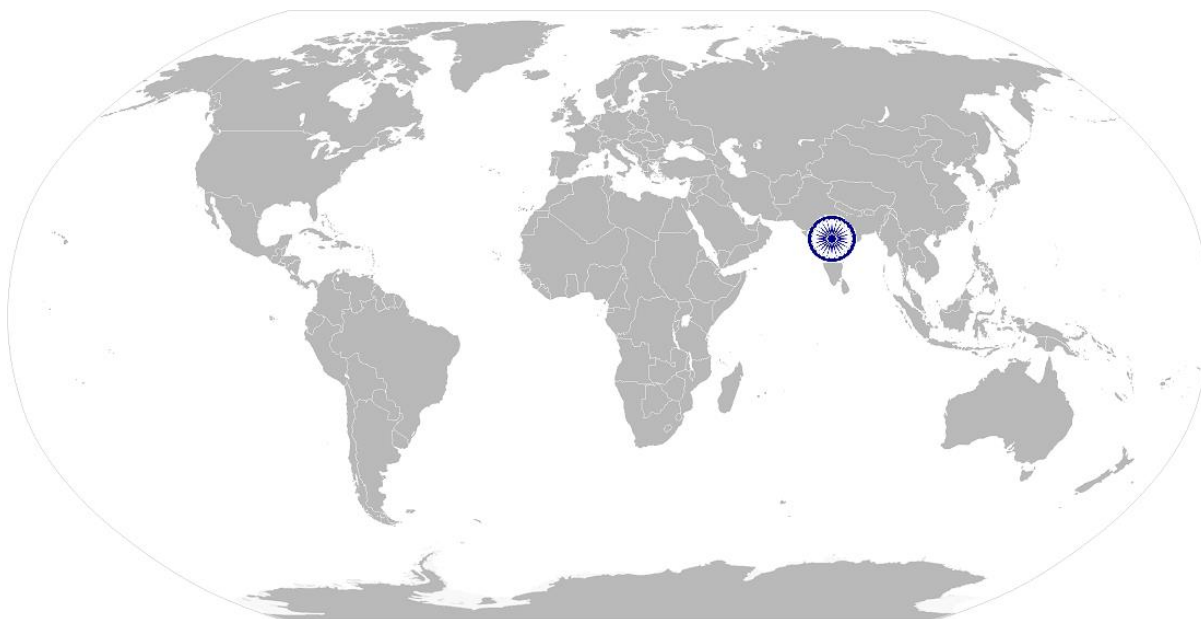


TSC/ N9004

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	Maintenance	Next review date	01/03/16



Assessment Criteria

Job Role: Fitter Weaving Preparatory
Qualification Pack: TSC/Q 2401
Sector Skill Council: Textile Sector Skill Council

Guidelines for assessment :-

1. Criteria for assessment for each qualification pack will be created by the Sector Skill Council. Each performance criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for theory & skill practical for each PC.
2. The assessment for the theory part will be based on knowledge bank of question created by the SSC.
3. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training centre (as per assessment criteria below).
4. To pass the qualification pack, every trainee should score a minimum of 80%.

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Skills Practical	Theory	Viva
1. TSC/N2401 (Taking charge of shift and handing over shift to operator)	PC1. come at least 10 - 15 minutes earlier to the work spot	100	20	15	5	0
	PC2. check for the necessary items like 'Cutter', 'Needle', 'Trimmer', 'Counting Glass', 'Measuring Tape', 'Cup Of water' and 'Brush'		15	10	5	0
	PC3. meet the previous fitter , discuss with him/ her regarding the issues faced with respect to the quality or production or spare or safety or any other specific instruction, etc.		15	6	5	4
	PC4. hand over all the tools given to the higher authority.		20	10	5	5
	PC5. question the previous fitter for any deviation in the process and should bring the same to the knowledge of his/ her superior.		15	5	5	5
	PC6. 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		15	4	5	6
			100	50	30	20
Total	Weighta		50%	30%	20	

Assessment Criteria

		ge %				%
2. TSC/N2402 (Maintain weaving preparatory machines)	PC1. check the condition of the running beams & machine performance of both warping and sizing machines. also, should check for any abnormal sound/ noise in all the warping and sizing machines	300	6	4	2	0
	PC2. check whether all the stop motions work in good condition		6	4	2	0
	PC3. check the cleanliness of the machines and other work areas		6	4	2	0
	PC4. check whether any spare/raw material/ tool /any other material is thrown under the machines or in the other work areas		6	4	2	0
	PC5. plan preventive maintenance.		6	3	3	0
	PC6. ensure thorough cleaning of all the warping machines		6	2	2	2
	PC7. check all the settings in the stop motions and correct the same in case of any deviation		6	3	3	0
	PC8. check the brake drum setting and correct the same in case of any deviation		6	3	3	0
	PC9. check the condition of the " counter meter " and change it whenever necessary		6	2	2	2
	PC10. check the comb condition and change it whenever necessary		6	2	2	2
	PC11. check the empty warping beams and ensure that all the bolts are tightly fixed		6	2	2	2
	PC12. check the empty warping beams and ensure that the beam flanges are not bent and are in good condition		6	2	2	2
	PC13. ensure that correct tare weights of the empty warping beams are written on the corresponding empty warping beams		6	2	2	2
	PC14. ensure that the hand knitters are in good working condition		6	4	2	0
	PC15. ensure that the air compressor is in good working condition		6	4	2	0
	PC16. ensure that water is draining out of the compressor, whenever required		6	4	2	0
	PC17. check the air compressor line and ensure that there is no leakage in compressor air		6	2	2	2
	PC18. ensure proper lubrication (oiling &		6	4	2	0

Assessment Criteria

greasing) in the warping machines				
PC19. ensure that all the bolts in the warping machines are tightly fixed	6	4	2	0
PC20. ensure that all the bolts in the warping machines are tightly fixed	6	4	2	0
PC21. ensure that there is no leakage of oil in the warping machines	6	2	2	2
PC22. ensure that oil is changed in the warping machines, whenever required	6	2	2	2
PC23. ensure that hydraulic pressure is maintained in all the warping machines	6	4	0	2
PC24. ensure that all the motors in all the warping machines are in good working condition	6	4	0	2
PC25. ensure thorough cleaning of sizing creel area, sizing cylinders, size cooker, size storage vessel, sow boxes and all other parts of the sizing machine	6	2	2	2
PC26. ensure proper lubrication (oiling & greasing) is done to the whole sizing machine	6	6	0	0
PC27. ensure that there is no leakage of oil in the sizing machine	6	6	0	0
PC28. ensure that oil is changed whenever required in the sizing machine	6	6	0	0
PC29. ensure that all the bolts in the sizing machine are fixed tightly	6	6	0	0
PC30. attend breakdowns immediately.	6	3	3	0
PC31. ensure that the hydraulic rollers , are in good working condition	5	3	2	0
PC32. ensure that the beam flanges are free from any damage	6	3	3	0
PC33. ensure that there is no bend in the beam flanges	6	3	3	0
PC34. ensure that there is no steam leakage	6	3	3	0
PC35. ensure that all the motors in the cooking vessel , storage vessel , sizing creel , sizing machine etc. are in good working condition	5	3	2	0
PC36. ensure proper functioning of moisture control	6	3	3	0
PC37. ensure that stretch control is in proper condition	6	4	2	0

Assessment Criteria

	PC38. ensure that the pump motor is in good working condition		6	4	2	0
	PC39. check the “ shore hardness” in the squeeze rollers and act as per the advise of the higher authority		5	3	2	0
	PC40. ensure that the comb is in good working condition		6	4	2	0
	PC41. ensure that the boiler is in good working condition		6	4	2	0
	PC42. ensure that there is no steam leakage anywhere in the line		6	4	2	0
	PC43. ensure that there is no leakage in the cooker vessel , storage vessel sow boxes etc		5	3	2	0
	PC44. ensure that all the weighing machines are in good working condition		6	4	2	0
	PC45. ensure and maintain the required flange distance as per the instructions given for the running program		6	4	2	0
	PC46. ensure that the bolts are tight in the empty beams, before they are taken for sizing		6	4	2	0
	PC47. ensure that the empty beams are cleaned properly so that the “centre beam oil” complaint is not there in weaving, particularly in the looms which are operated with “ twin beams”		5	4	1	0
	PC48. give preference to safety		6	4	2	0
	PC49. ensure that no raw material/ cloth/ spare/ tool / any other material is thrown under/ near the machines or in other work areas		6	6	0	0
	PC50. ensure that any major machine faults, is immediately reported to the superiors.		6	6	0	0
	PC51. ensure that all the warping machines and sizing machines work without any problem, before leaving the work spot for the day		5	2	3	0
			300	182	94	24
	Total	Weightage %		61%	31%	8%
3.TSC/N 9001 (Maintaining work	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		4	1	2	1

Assessment Criteria

area, tools and machines)	procedures					
	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	
	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	Weightage %		30%	42%	28%
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

Assessment Criteria

		4	1	2	1	
	PC11. develop new ideas for work procedures	4	1	2	1	
	PC12. improve upon the existing techniques to increase process efficiency	4	1	2	1	
		50	17	17	16	
	Total		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 organisational 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 and threats		5	2	2	1
	PC13. Carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned		5	2	2	1
	PC14. Report hazards and potential risks/ threats to supervisors or other authorized personnel		4	1	2	1
	PC15. Participate in mock drills/ evacuation procedures organized at the workplace		4	2	2	0

Assessment Criteria

	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 organisation 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. recognise other possible security issues existing in the workplace		4	2	1	1
	PC21. recognise 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	Weightage %		43%	34%	23%
6. TSC/N 9004 (Comply with industry and organizational requirements)	PC1. perform own duties effectively	50	4	1	2	1
	PC2. take responsibility for own actions		4	1	2	1
	PC3. be accountable towards the job role and assigned duties		4	2	1	1
	PC4. take initiative and innovate the existing methods		3	1	1	1
	PC5. focus on self-learning and improvement		4	1	2	1
	PC6. co-ordinate with all the team members and colleagues		4	1	2	1
	PC7. communicate politely		4	1	1	2
	PC8. avoid conflicts and miscommunication		4	1	2	1
	PC9. know the organisational 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 organisation standards		4	2	1	1
		50	18	19	13	
	Total	Weightage %		36%	38%	26%