Contents

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 – Knitting Machine Operator - Flat Bed Knitting

SECTOR: TEXTILE

SUB-SECTOR: KNITTING

OCCUPATION: KNITTING

REFERENCE ID: TSC/ Q 4102

ALIGNED TO: NCO-2004 /8262.30

Brief Job Description: A Knitting operator is responsible to operate industrial knitting machines; repair yarn-related faults at the knitting head and fabric press-offs; operate process machines ancillary to the knitting production; identify and sort wastes; and demonstrate knowledge of yarn-related faults in knitted fabrics.This job requires the individual to have thorough knowledge in process flow and material flow in a knitting machine for fabric production and should know the important functions and operations of knitting machines.

Personal Attributes: A knitting operator should have good eyesight, hand-eye-leg coordination, motor skills and vision. He/she should also have good interpersonal skills.

Qualifications Pack Code	TSC/Q4102		
Job Role	Knitting Machine Operator - Flat bed knitting		
Credits (NSQF)	TBD	Version number	1.0
Sector	Textile	Drafted on	15/12/14
Sub-sector	Knitting	Last reviewed on	21/01/15
Occupation	Knitting	Next review date	01/03/16

Job Details (side label)

Job Role	Knitting Machine Operator - Flat bed knitting
Role Description	This job requires the individual to have thorough knowledge in process flow and material flow in a knitting machine for fabric production and should be able to know the important functions and operations of knitting machines.
NSQF level Minimum Educational Qualifications Maximum Educational Qualifications	4 5th standard, preferably N/A
Training (Suggested but not mandatory)	Not Applicable
Experience	Preferably 1-2 years of work experience in a textile mill
National Occupational Standards (NOS)	**Compulsory:** 1. TSC/ N4105 Taking charge of shift and handing over shift to operator 2. TSC/ N4106 Operate the flat knitting machine 3. TSC/ N4107 Piecing the yarn and doffing the fabric roll in the knitting machine 4. TSC/ N4108 Repair yarn related faults 5. TSC/ N9001 Maintaining work area,tools and machines 6. TSC/ N9002 Working in a team 7. TSC/ N9003 Maintain health, safety and security at workplace 8. TSC/ N9004 Comply with industry and organizational requirement **Optional:** N/A
Performance Criteria	As described in the relevant OS units

Table 1: Glossary of Key Terms

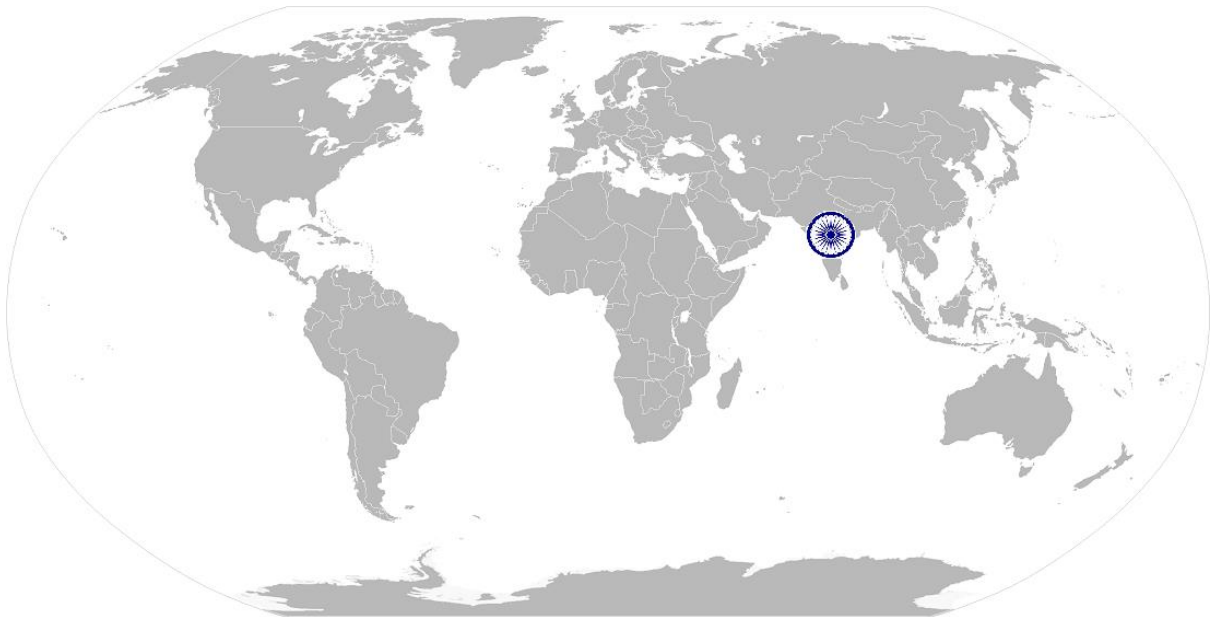| Keywords /Terms	Description
Sector	Sector is a conglomeration of different business operations having similar businesses and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
Sub-sector	Sub-sector is derived from a further 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.

Definitions

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.

Acronyms

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

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

Unit Code	**TSC/ N4105**
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:** ▪ Taking charge of shift ▪ Handing over shift
Elements	**Performance Criteria**
Taking charge of shift	To be competent, you must be able to: PC1. reach at least 10 - 15 minutes early to the work place PC2. bring the necessary operational tools to the department PC3. meet the previous shift operator and collect the information regarding the count, process, issues faced in quality, current beam production followed in the knitting department. PC4. be updated on information regarding the current order such as it is for which company and other details. PC5. ensure proper functioning of machine and problems if any should be reported to the supervisor and maintenance in-charge. PC6. understand and be informed about the current order quantity and balance quantity. PC7. be updated on the new order fabric details and quantity. contribute in overall department cleanliness.
Handing Over Shift	PC8. clean the machine and department before handing over the shift. PC9. hand over the necessary operational tools if any. PC10. meet the next shift operator and give the information regarding the count, GSM, loop length, process, issues faced in quality, and current fabric production followed in the knitting department. PC11. note the production details for the current shift PC12. ensure proper functioning of the machine and problems if any, should be reported to the supervisor and maintenance in- charge. PC13. give details to the next shift operator about the current order quality, quantity and balance quantity. PC14. convey information regarding new order fabric details and quantity.
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company/ organization and	You need to know and understand: KA1. standard operating procedures (SOP)and regulations in a knitting mill KA2. safe working practices to be adopted in knitting mill KA3. quality systems and other processes practiced in the knitting mill KA4. reporting to the supervisor or higher authority in case of emergency

National Occupational Standard

its processes)	KA5. color coding adopted for different counts in the knitting mill	
B. Technical Knowledge	KB1. Process flow and material flow in knitting industry KB2. Functions of a knitting machine KB3. Functions of control switches and signal lamps in knitting machine KB4. Importance of piecing KB5. Importance of fabric quality KB6. Importance of yarn quality KB7. Functions of different control switches in knitting machine KB8. Knowledge of different functions in display panel and procedure to operate the knitting machine. KB9. Importance of fabric technical details (GSM, looplength etc. KB10. Knowledge about type of the fabric, machine settings KB11. Importance of cleanliness and safety at the work place	
Skills (S)		
A. Core Skills/ Generic Skills	**Writing Skills**	
	You need to know and understand how to: SA1. write clear and short sentences	
	Reading Skills	
	You need to know and understand how to: SA2. 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	
B. Professional Skills	**Problem Solving**	
	SB1. You need to know and understand how to: SB2. apply problem-solving approaches in different situations SB3. refer anomalies to the supervisor SB4. seek clarification on problems from others	
	Attention to Detail	
	SB5. You need to know and understand how to: SB6. apply good attention to detail SB7. check your work is complete and free from errors	
C. Technical Skills	You need to know and understand: SC1. Procedure to collect the yarn from creel zone and condense through the guides, feeders for fabric formation. SC2. Procedure for segregating the different types of fabric and yarn SC3. Procedure for storing the fabric roll. SC4. Procedure for checking the fabric roll. SC5. Procedure for segregating the different types of wastes SC6. Procedure for storing reusable wastes and weighing them SC7. Procedure for material handling of cone, fabric roll SC8. Maintain cleanliness at work	

NOS Version Control

NOS Code	TSC/ N 4105		
Credits (NSQF) [*OPTIONAL*]	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Knitting	Last reviewed on	21/01/15
Occupation	Knitting	Next review date	01/03/16

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<u>Overview</u>
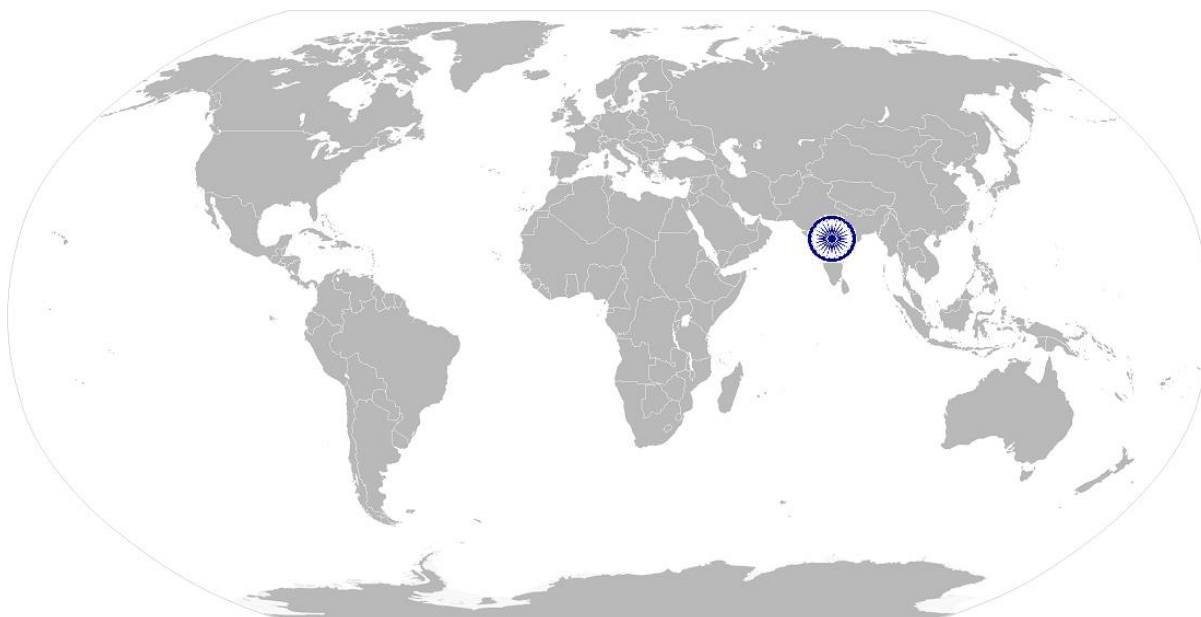
This unit is about carrying out procedure for operating the sequence of flat knitting machine.

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Unit Code	TSC/ N 4106
Unit Title (Task)	**Operate a flat knitting machine**
Description	This unit is about carrying out procedure for operating the sequence of flat knitting machine
Scope	**This unit/task covers the following:** ▪ operate the knitting machine ▪ repair yarn related faults at the knitting head and fabric press-offs ▪ carry out maintenance activities ▪ material handling and safety at workplace ▪ other tenting responsibilities
Elements	**Performance Criteria**
Operate the knitting machine	To be competent,you must be able to: PC1. start the machine PC2. operate the control switches for starting and stopping the knitting machine PC3. follow the signal lamps used in machines PC4. ensure proper functioning of the knitting machine by verifying the display panel PC5. ensure the machines are operated in accordance with workplace procedures. PC6. ensure the yarns are run through correct yarn-paths at operating tensions according to machine-builder's instructions and workplace procedures. PC7. ensure the yarns are creeled and ends joined in accordance with workplace procedures. PC8. ensure the production is monitored for faults, and variations notified, in accordance with workplace procedures. PC9. ensure the machines are monitored for continuous functioning of all systems, and variations notified, in accordance with workplace procedures. PC10. ensure the production is removed from machines in accordance with workplace procedures. PC11. ensure the documentation of production is completed in accordance with workplace procedures. PC12. ensure the machines are lubricated as directed in accordance with workplace procedures. PC13. ensure the yarn paths, eyelets, knitting heads, machines, and working environment are clean and free of contamination in accordance with workplace procedures. PC14. check whether the yarns are properly fed in the knitting machine PC15. knot the yarn during breakage PC16. doff the full fabric roll PC17. view the display panel or signal and identify the reasons for machine stoppages if any PC18. ensure the knitting machine is running in the set speed by viewing the display panel PC19. ensure the working area is clean

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	PC20. ensure proper functioning of machine
Repair yarn related faults at the knitting head and fabric press-offs	PC21. rethread incorrectly-positioned yarns in accordance with workplace procedures.
	PC22. join broken yarns or new ends in accordance with workplace procedures.
	PC23. fix fabric press-offs in accordance with machine-type and workplace procedures.
	PC24. reset machines for restart in accordance with workplace procedures.
	PC25. range after fault correction, style changes, and pattern changes
Carry out maintenance activities	PC26. ensure the feeder is working properly and yarn is uniformly fed into the feeder.
	PC27. support the fitter for carrying out maintenance activities
	PC28. ensure the gsm, loop length variation is within the limits and if it's abnormal report it to superiors.
	PC29. inform the supervisor and maintenance in- charge in case of a jam
	PC30. support the fitter during minor breakdown
	PC31. ancillary process machines are operated in accordance with machine-builder's instructions and workplace procedures.
	PC32. safety precautions that comply with workplace procedures are observed.
	PC33. the working environment is kept clean and free of contamination
Material handling and safety at workplace	PC34. ensure proper material handling of yarn, cone and empty cone
	PC35. ensure using proper material handling of tools and equipments
	PC36. ensure safety while operating the card
	PC37. using of safety gadgets like caps, masks and shoes and verifying the safety stop motions
Other tenting responsibilities	PC38. ensure the fabric produced is free from outside damages
	PC39. collect usable waste to be weighed at shift end and to be placed in the specified area
	PC40. inform superiors immediately, if any break down or fault in the machine is noticed
	PC41. ensure the proper functioning of signal lamps
	PC42. ensure that machine is always working properly, if any deviations inform superiors immediately
	PC43. identify yarn wastes by fibre content and sorted according to workplace procedures
	PC44. identify fabric wastes are identified and sorted according to workplace procedures.
	PC45. provide all relevant information of the current working process to the next shift operator before relieving
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company/	You need to know and understand:
	KA1. standard operating procedures (SOP)and regulations in a knitting mill
	KA2. safe working practices to be adopted in knitting mill
	KA3. quality systems and other processes practiced in the knitting mill

organization and its processes)	KA4. reporting to the supervisor or higher authority in case of emergency KA5. color coding adopted for different counts in the knitting mill	
B. Technical Knowledge	you need to know and understand: KB1. process and material flow in a knitting machine KB2. understanding the importance of yarn, types of yarn, yarn count, types of fabric, loop length,gsm, importance of yarn and fabric quality KB3. importance of flat knitting machine, various parts in a knitting machine and their functions KB4. function of a feeder KB5. importance & functions of signal lamps KB6. different control buttons in knitting machine KB7. knowledge of different functions in display panel and procedure to operate the knitting machine KB8. types of waste KB9. procedure for collecting waste KB10. guidelines for operating the material handling tools and equipments KB11. importance of cleanliness at work place KB12. procedure to identify the normal defects in fabric and actions needed to correct them KB13. guidelines for carrying out cleaning activities KB14. guidelines for carrying out maintenance activities KB15. importance of material handling KB16. types of material handling equipments used KB17. functions and methodology for operating different material handling equipments KB18. safety gadgets used in a knitting department	

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. 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	
B. Professional Skills	**Problem Solving**	
	You need to know and understand how to: SB1. apply problem-solving approaches in different situations SB2. refer anomalies to the supervisor SB3. seek clarification on problems from others	
	Attention to Detail	

	You need to know and understand how to:	
	SB4. apply good attention to detail	
	SB5. check your work is complete and free from errors	
C. Technical Skills	You need to know and understand:	
	SC1. Procedure to identify and remove the defects in fabric	
	SC2. Procedure for cleaning the wastes and waste segregation	
	SC3. Procedure to carryout cleaning activities in knitting machine	
	SC4. Procedure for cleaning the knitting machine area.	
	SC5. Procedure to carryout basic maintenance activities in knitting machine	
	SC6. Maintain cleanliness at work place	
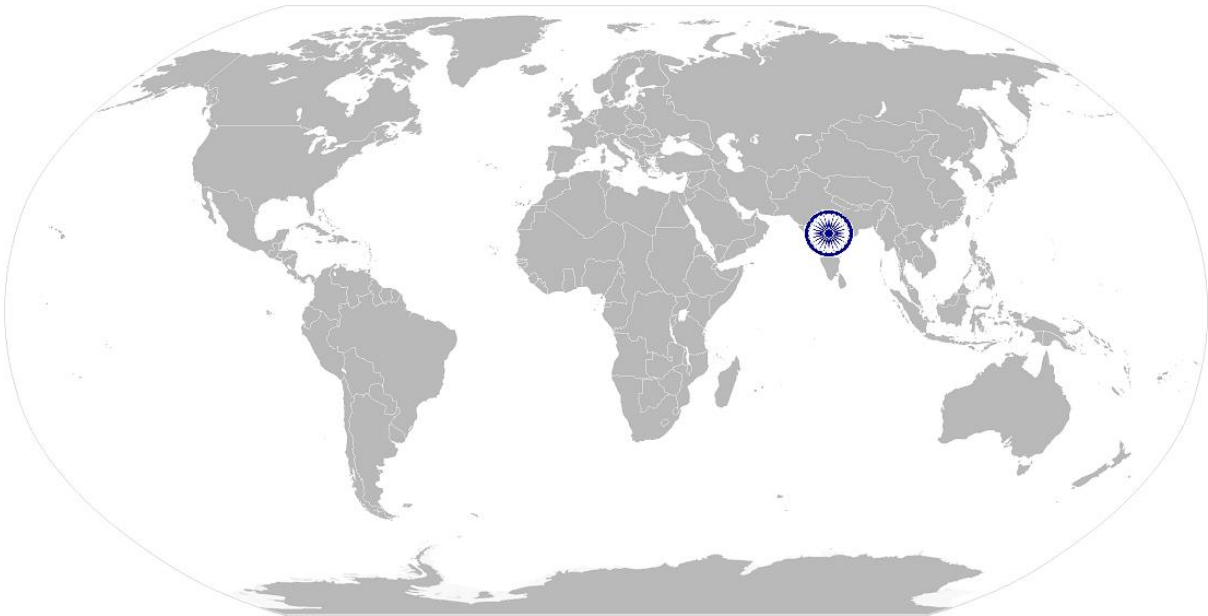
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NOS Code		TSC/ N4106	
Credits (NSQF) [*OPTIONAL*]	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Knitting	Last reviewed on	21/01/15
Occupation	Knitting	Next review date	01/03/16
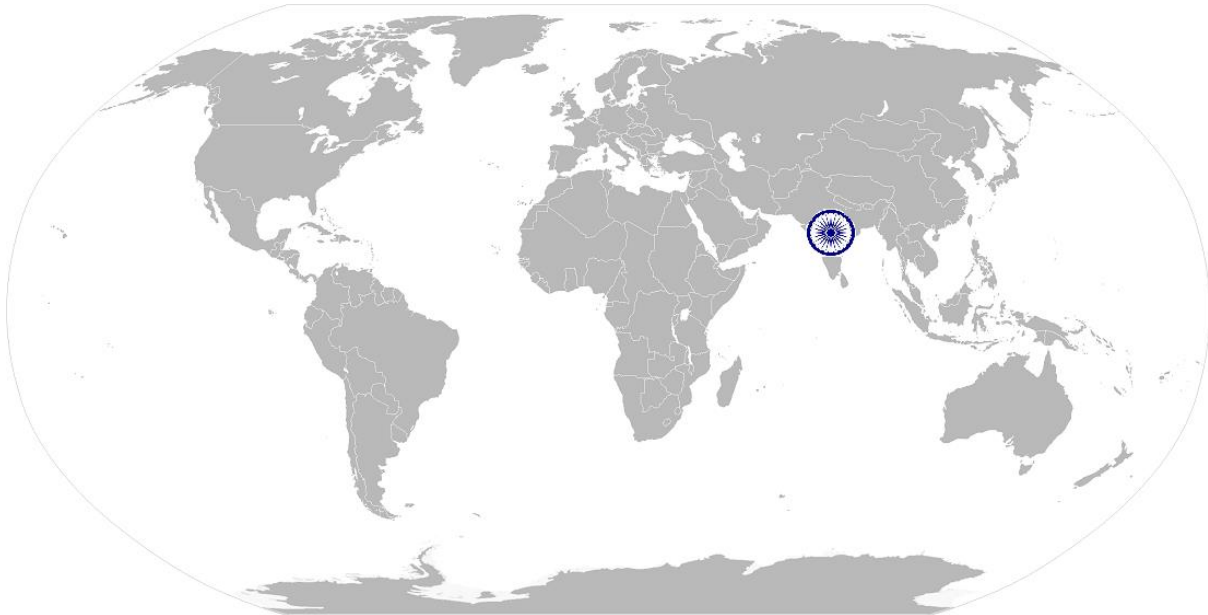
National Occupational Standard
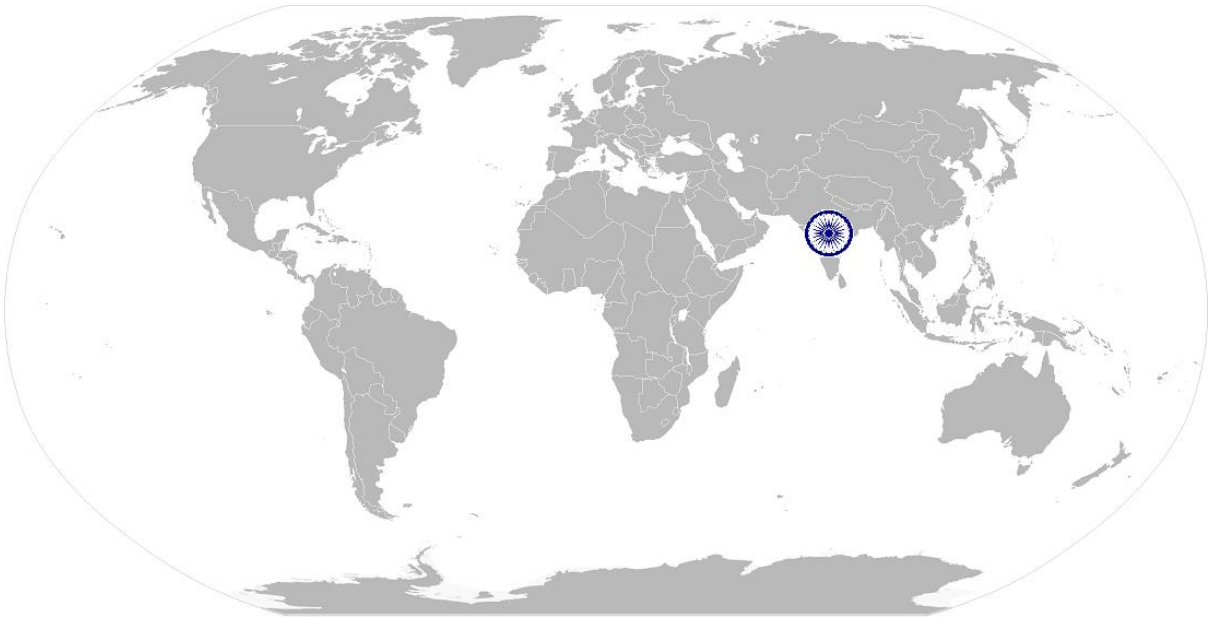
Overview

This unit is about piecing the yarn and doffing the fabric roll in the knitting machine

TSC /N4107 Piecing the yarn and doffing the fabric roll in the knitting machine

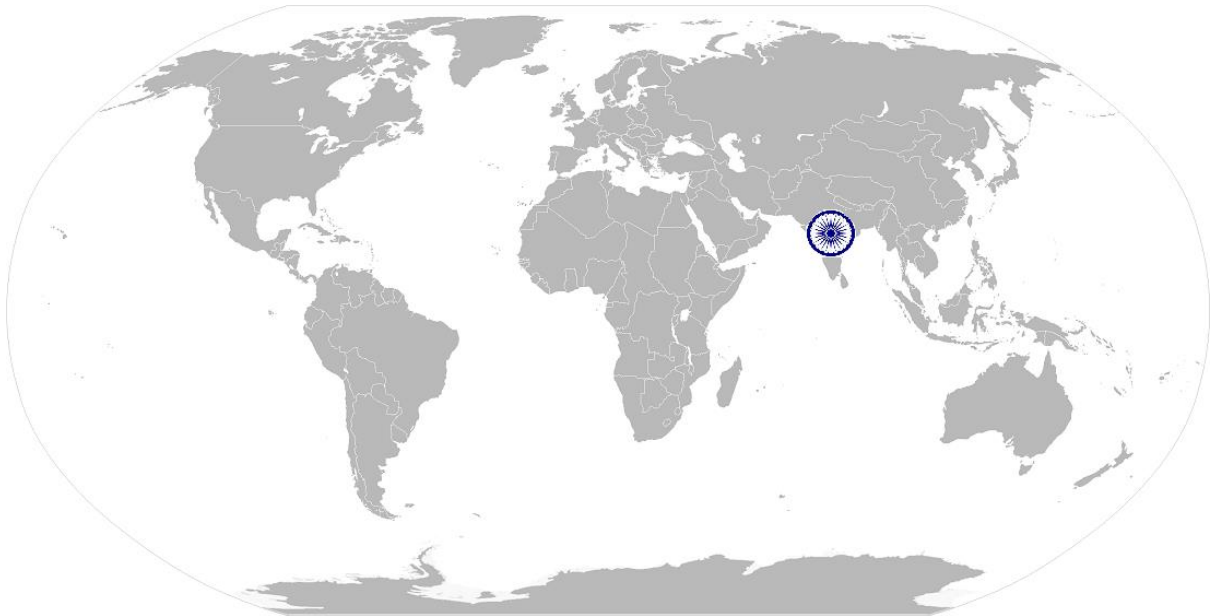| Unit Code	TSC/ 4107
Unit Title (Task)	Piecing the yarn and doffing the fabric roll in the knitting machine
Description	This unit is about carrying out piecing, cleaning and maintenance activities in the knitting department
Scope	**This unit/task covers the following:** ▪ Attending the machine on yarn breakage ▪ Piecing the yarn ▪ Checking the quality of piecing ▪ Carryout doffing
Elements	**Performance Criteria**
Attending the machine on yarn breakage	to be competent, you must be able to: PC1. identity whether the machine stoppage by viewing the signal lamps and in display panel PC2. identify the reasons for yarn breakage PC3. ensure minimum time is taken for attending the yarn breakage in carding department
Piecing the yarn	PC4. unwind the yarn from the cone PC5. ensure proper piecing PC6. draw the yarn through the guide, guide rollers and pass it through the stopmotin , feeder in the delivery zone PC7. ensure proper functioning of knitting machine post piecing PC8. collect the waste collected during piecing and store the waste at respective waste box PC9. segregate the reusable wastes and weigh and record them in a register PC10. ensure standard piecing procedure is adopted and quality of piecing is as per standards PC11. ensure minimum time is taken for piecing the yarn. PC12. ensure safety while carrying out piecing activity
Check the quality of piecing	PC13. verify the quality of piecing done in the yarn PC14. ensure yarn tension in the creeling section is appropriate PC15. ensure proper functioning of the machine
Carry out doffing	PC16. collect the empty cones from creel and replace with a full cone PC17. ensure whether the fabric roll is ready for doffing by viewing the details in display panel or by manual PC18. keep the empty fabric roller ready for replacement PC19. to keep the empty fabric roll near the knitting machine in manual doffing PC20. to doff the full fabric roll in case of manual doffing PC21. ensure proper doffing procedure is followed PC22. ensure doffing is carried out properly PC23. move the fabric roll to the storage area PC24. ensure the knitting machine is properly restarted after doffing
Post doffing	PC25. ensure proper functioning of knitting machine post doffing

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responsibilities	PC26. ensure proper material handling of yarn, cone and empty cone PC27. ensure proper material handling of tools and equipments

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 knitting mill KA2. safe working practices to be adopted in knitting mill KA3. quality systems and other processes practiced in the knitting mill KA4. reporting to the supervisor or higher authority in case of emergency KA5. color coding adopted for different counts in the knitting mill
B. Technical Knowledge	You need to know and understand: KB1. process flow and material flow in knitting industry KB2. functions of knitting machine KB3. functions of control switches and signal lamps in knitting machine KB4. importance of piecing KB5. importance of doffing KB6. importance of fabric quality KB7. guidelines for piecing the yarn KB8. guidelines for carrying out doffing activity KB9. functions of different control switches in knitting machine KB10. knowledge of different functions in display panel and procedure to operate the knitting machine KB11. functions of different signal lamps in knitting machine KB12. importance of cleanliness and safety at work place
Skills (S)	
A. Core Skills/ Generic Skills	**Writing Skills**
	You need to know and understand how to: SA1. write clear and short sentences
	Reading Skills
	You need to know and understand how to: SA2. comprehend written instructions
	Oral Communication (Listening and Speaking skills)
	You need to know and understand how to: SA3. Communicate with supervisor appropriately SA4. talk to others to convey information effectively
B. Professional Skills	**Problem Solving**
	You need to know and understand how to: SB1. apply problem-solving approaches in different situations SB2. refer anomalies to the supervisor SB3. seek clarification on problems from others
	Attention to Detail
	You need to know and understand how to: SB4. apply good attention to detail SB5. check your work is complete and free from errors

TSC /N4107 Piecing the yarn and doffing the fabric roll in the knitting machine

C. Technical Skills	You need to know and understand:
	SC1. Procedure to collect the yarn from creel zone and condense through the guides, feeders for fabric formation
	SC2. Standard operating procedure for carrying out piecing activity
	SC3. Standard operating procedure for carrying out doffing activity
	SC4. Procedure for segregating the different types of wastes
	SC5. Procedure for storing reusable waste and weighing them
	SC6. Procedure for material handling of cone, fabric roll
	SC7. Maintain cleanliness at work

NOS Version Control

NOS Code	TSC/ N 4107		
Credits (NSQF) [OPTIONAL]	TBD	**Version number**	1.0
Industry	Textile	**Drafted on**	15/12/14
Industry Sub-sector	Knitting	**Last reviewed on**	21/01/15
Occupation	Knitting	**Next review date**	01/03/16
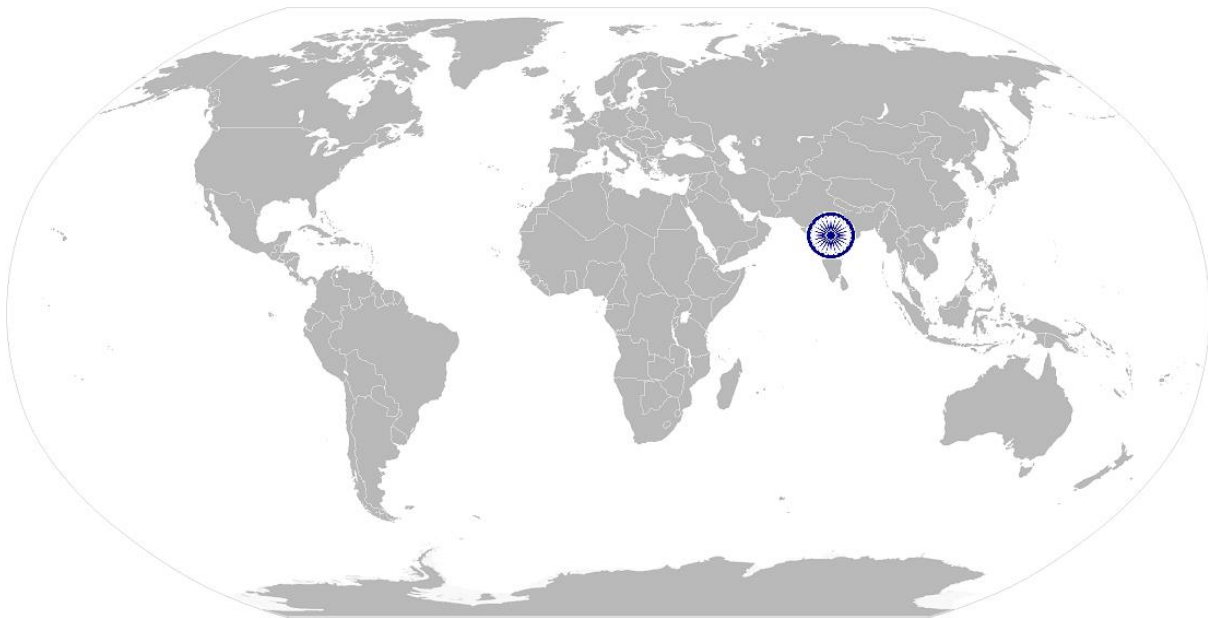
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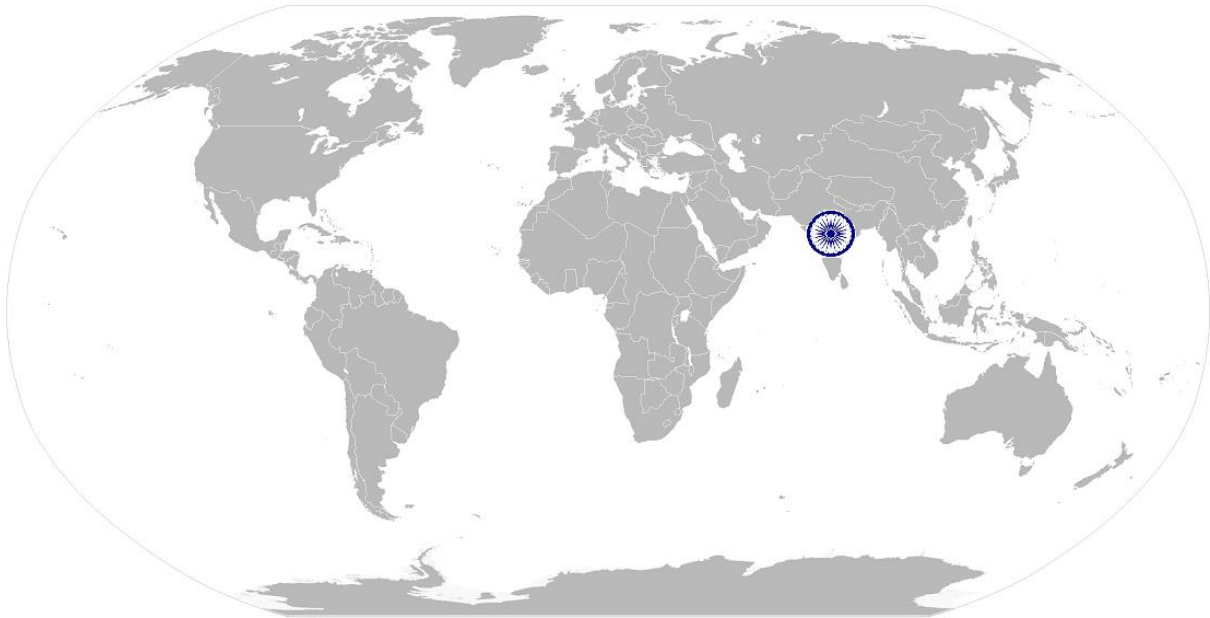
Overview

This unit is about carrying out the repair for yarn-related faults at the knitting machine

<table>
<tr><td colspan="2">Unit Code</td><td>TSC/ N 4108</td></tr>
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Unit Code	TSC/ N 4108
Unit Title (Task)	**Repair yarn related faults**
Description	This unit is about carrying out the Repair yarn-related faults at the knitting machine
Scope	**This unit/task covers the following:** ▪ Attending the yarn related faults

Elements	Performance Criteria
Attending the yarn related faults	To be competent, you must be able to: PC1. rethread incorrectly-positioned yarns in accordance with workplace procedures PC2. identify the reasons for yarn breakage PC3. broken yarns or new ends are joined in accordance with workplace procedures. PC4. machines are reset for restart in accordance with workplace procedures range after fault correction, style changes, and pattern changes.

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 knitting mill KA2. safe working practices to be adopted in knitting mill KA3. quality systems and other processes practiced in the knitting mill KA4. reporting to the supervisor or higher authority in case of emergency KA5. color coding adopted for different counts in the knitting mill
B. **Technical Knowledge**	You need to know and understand: KB1. process flow and material flow in knitting industry KB2. functions of knitting machine KB3. functions of control switches and signal lamps in knitting machine KB4. importance of piecing KB5. importance of doffing KB6. importance of fabric quality KB7. guidelines for piecing the yarn KB8. guidelines for carrying out doffing activity KB9. functions of different control switches in knitting machine KB10. knowledge of different functions in display panel and procedure to operate the knitting machine KB11. functions of different signal lamps in knitting machine KB12. importance of cleanliness and safety at work place

Skills (S)	
A. **Core Skills/ Generic Skills**	**Writing Skills**
	You need to know and understand how to: SA1. Write clear and short sentences
	Reading Skills
	You need to know and understand how to: SA2. Read and comprehend written instructions
	Oral Communication (Listening and Speaking skills)

National Occupational Standard

		You need to know and understand how to:
		   SA3. Communicate with supervisor appropriately
		   SA4. talk to others to convey information effectively

B.	**Professional Skills**	**Problem Solving**

		You need to know and understand how to:
		   SB1. apply problem-solving approaches in different situations
		   SB2. refer anomalies to the supervisor
		   SB3. seek clarification on problems from others

		Attention to Detail

		You need to know and understand how to:
		   SB4. apply good attention to detail
		   SB5. check your work is complete and free from errors

C.	**Technical Skills**	You need to know and understand:
		   SC1. Procedure for collect the yarn from creel zone and condense through the guides, feeders for fabric formation
		   SC2. Standard operating procedure for carrying out piecing activity
		   SC3. Standard operating procedure for carrying out doffing activity
		   SC4. Procedure for segregating the different types of wastes
		   SC5. Procedure for storing reusable waste and weighing them
		   SC6. Procedure for material handling of cone, fabric roll
		   SC7. Maintain cleanliness at work

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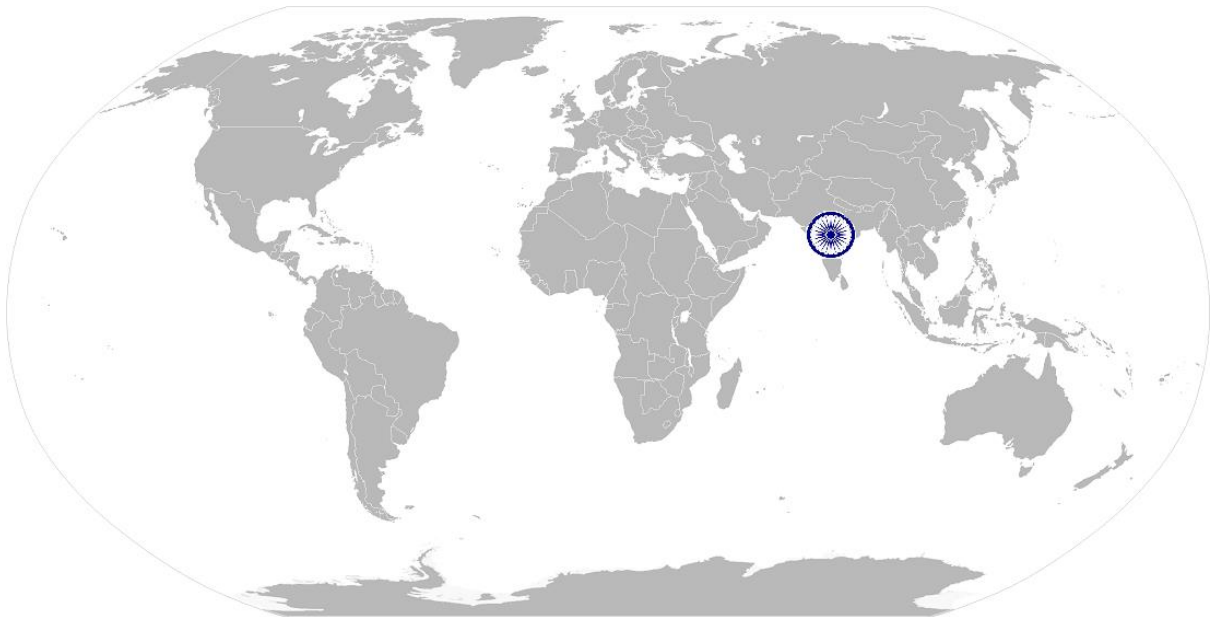
NOS Code	TSC/ N 4108		
Credits (NSQF) [*OPTIONAL*]	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Knitting	Last reviewed on	21/01/15
Occupation	Knitting	Next review date	01/03/16
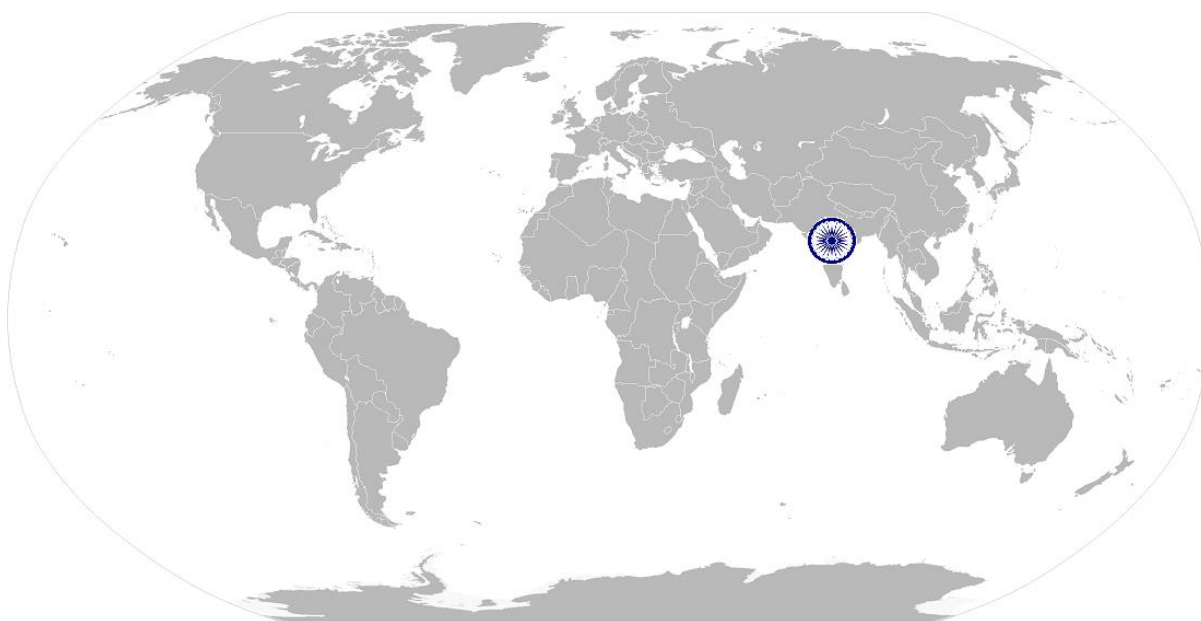
National Occupational Standard

<u>Overview</u>

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 organise/ maintain work areas and activities to ensure tools and machines are maintained as per norms
Scope	This unit/task covers the following: ▪ Maintain the work area, tools and machines
Performance Criteria (PC) w.r.t. the Scope	
Elements	**Performance Criteria**
Maintain the work area, tools and machines	To be competent, you must be able to: PC1. handle materials, machinery, equipment and tools with care and use them in the correct way PC2. use correct lifting and handling procedures PC3. use materials to minimize waste PC4. maintain a clean and hazard free working area PC5. maintain tools and equipment PC6. carry out running maintenance within agreed schedules PC7. carry out maintenance and/or cleaning within one's responsibility PC8. report unsafe equipment and other dangerous occurrences PC9. ensure that the correct machine guards are in place PC10. work in a comfortable position with the correct posture PC11. use cleaning equipment and methods appropriate for the work to be carried out PC12. dispose of waste safely in the designated location PC13. store cleaning equipment safely after use PC14. carry out cleaning according to schedules and limits of responsibility
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company/ organization and its processes)	You need to know and understand: KA1. personal hygiene and duty of care KA2. safe working practices and organisational standard operating procedures KA3. limits of your own responsibility KA4. ways of resolving with problems within the work area KA5. the production process and the specific work activities that relate to the whole process KA6. the importance of effective communication with supervisors KA7. the lines of communication, authority and reporting procedures KA8. the organisation's rules, codes and guidelines (including timekeeping) KA9. the company's quality standards KA10. the importance of complying with written instructions KA11. equipment operating procedures / supervisor's instructions
B. Technical Knowledge	You need to know and understand: KB1. work instructions and specifications and interpret them accurately KB2. relation between work role and the overall manufacturing process KB3. hazards likely to be encountered when conducting routine maintenance

National Occupational Standard

	KB4. the importance of taking action when problems are identified
	KB5. different ways of minimising waste
	KB6. the importance of running maintenance and regular cleaning
	KB7. effects of contamination on products i.e. machine oil, dirt, foreign materials
	KB8. common faults with equipment and the method to rectify
	KB9. maintenance procedures
	KB10. different types of cleaning equipment and substances and their use
	KB11. safe working practices for cleaning and the method of carrying them out
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
	Oral Communication (Listening and Speaking skills)
	You need to know and understand how to:
	SA4. Communicate effectively in simple language
	SA5. communicate with supervisor appropriately
	SA6. talk to others 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. 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
C. Technical Skills	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

NOS Version Control

NOS Code	TSC/ N9001		
Credits (NSQF) [*OPTIONAL*]	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Knitting	Last reviewed on	21/01/15
Occupation	Knitting	Next review date	01/03/16
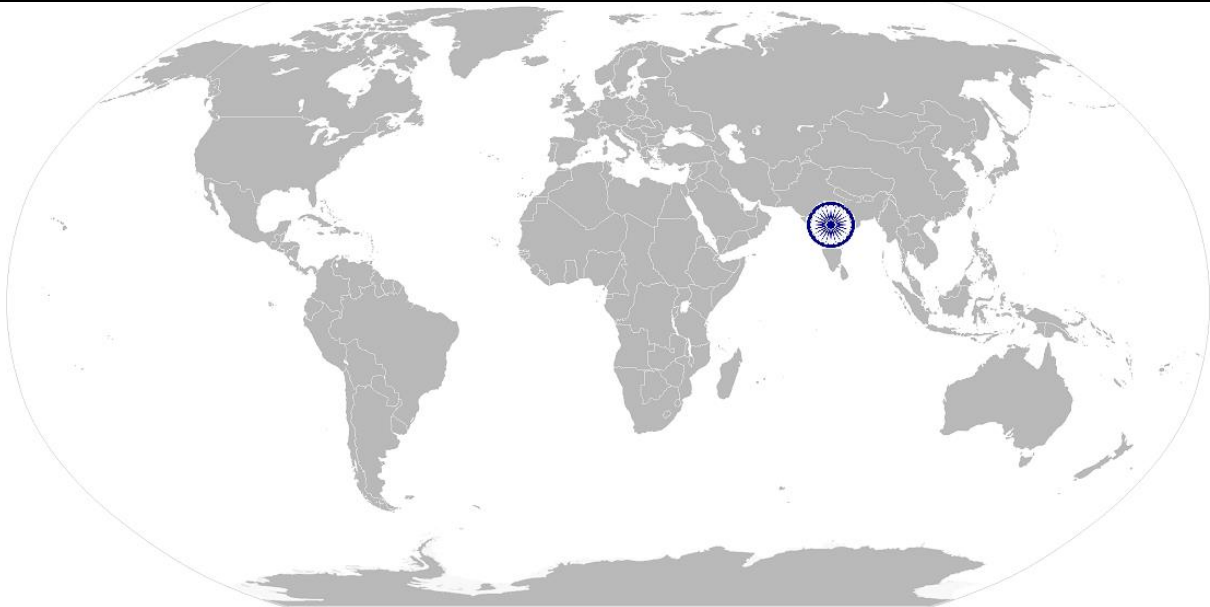
National Occupational Standard
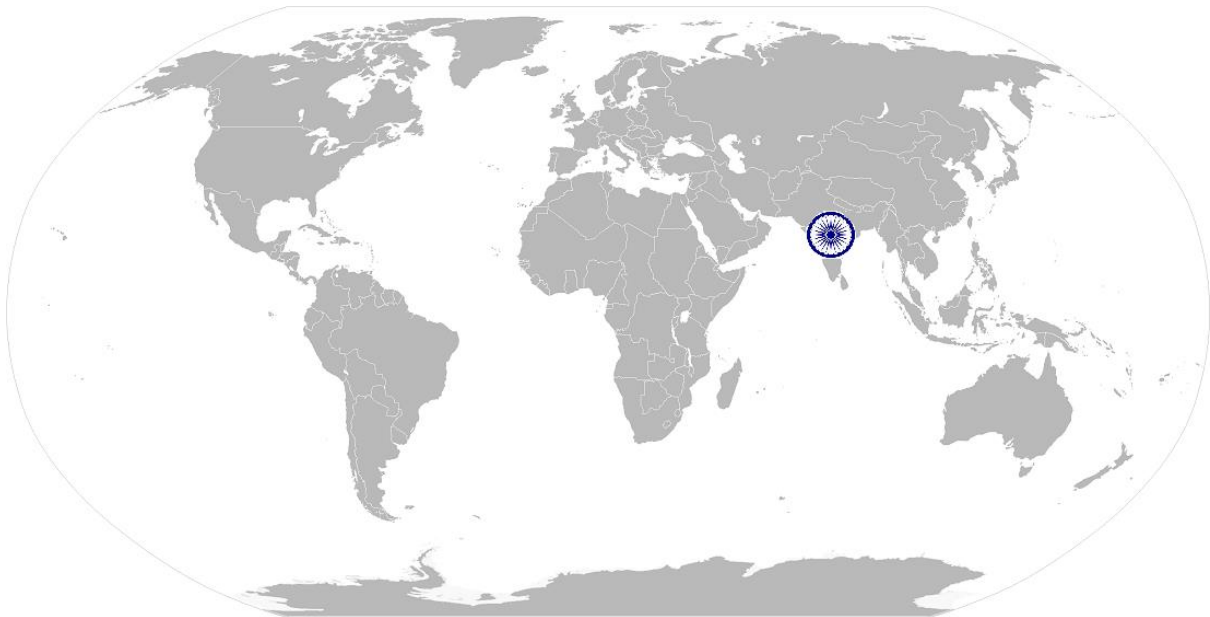
Overview

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

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: ▪ 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

NOS Version Control

NOS Code	TSC/ N9002		
Credits (NSQF) [*OPTIONAL*]	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Knitting	Last reviewed on	21/01/15
Occupation	Knitting	Next review date	01/03/16
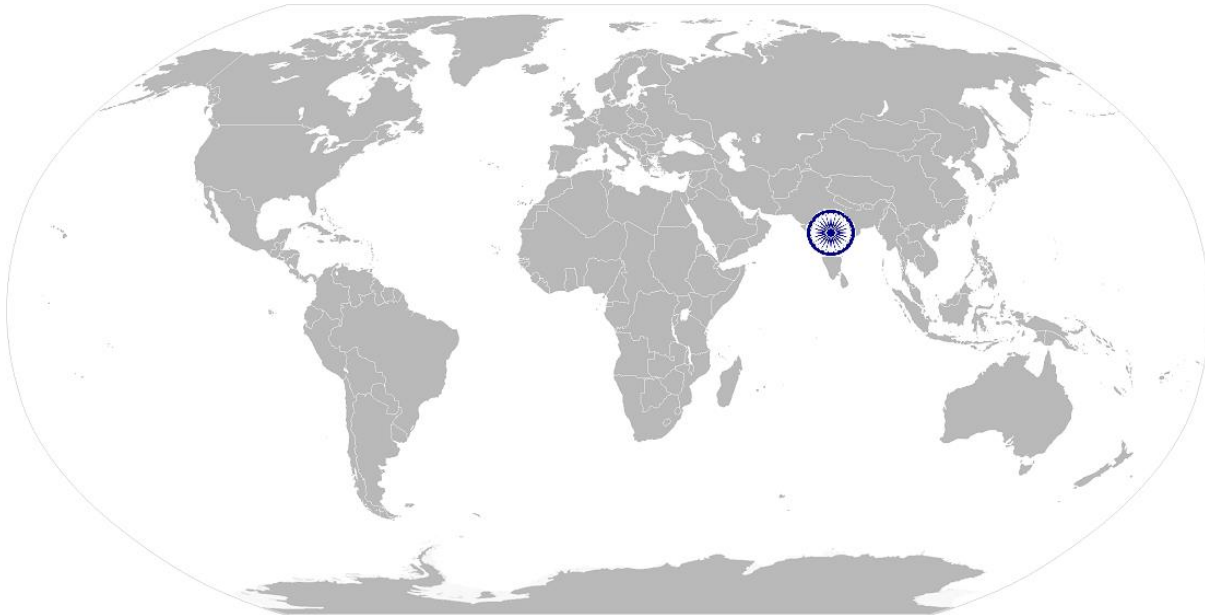
National Occupational Standard

<u>**Overview**</u>

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

TSC/ N9003   **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: ▪ 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: 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: PC19. identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry PC20. recognise other possible security issues existing in the workplace
Planning the safety	PC21. recognise different measures to curb the hazards

TSC/ N9003   **Maintain health, safety and security at work place**

techniques	
Implementing the programs	PC22. communicate the safety plan to everyone PC23. attach disciplinary rules with the implementation

Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company/ organization and its processes)	You need to know and understand: KA1. standard operating procedures (SOP)and regulations in a textile mill KA2. safe working practices to be adopted in textile mill KA3. quality systems and other processes practiced in the textile mill KA4. health and safety related practices applicable at the workplace KA5. potential hazards, risks and threats based on nature of operations KA6. organizational procedures for safe handling of equipment and machine operations KA7. potential risks due to own actions and methods to minimize these KA8. environmental management system related procedures at the workplace KA9. layout of the plant and details of emergency exits, escape routes, emergency equipment and assembly points KA10. potential accidents and emergencies and response to these scenarios KA11. reporting protocol and documentation required KA12. details of personnel trained in first aid, fire-fighting and emergency response KA13. actions to take in the event of a mock drills/ evacuation procedures or actual accident, emergency or fire
B. Technical Knowledge	You need to know and understand: KB1. occupational health and safety risks and methods KB2. personal protective equipment and method of use KB3. identification, handling and storage of hazardous substances KB4. proper disposal system for waste and by-products KB5. signage related to health and safety and their meaning KB6. importance of sound health, hygiene and good habits KB7. ill-effects of alcohol, tobacco and drugs

Skills (S)	
A. Core Skills/ Generic Skills	**Writing Skills**
	You need to know and understand how to: SA1. write clear and short sentences
	Reading Skills
	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**
	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. maintainance of neatness at work
	SC2. procedure for reporting unwanted behavior
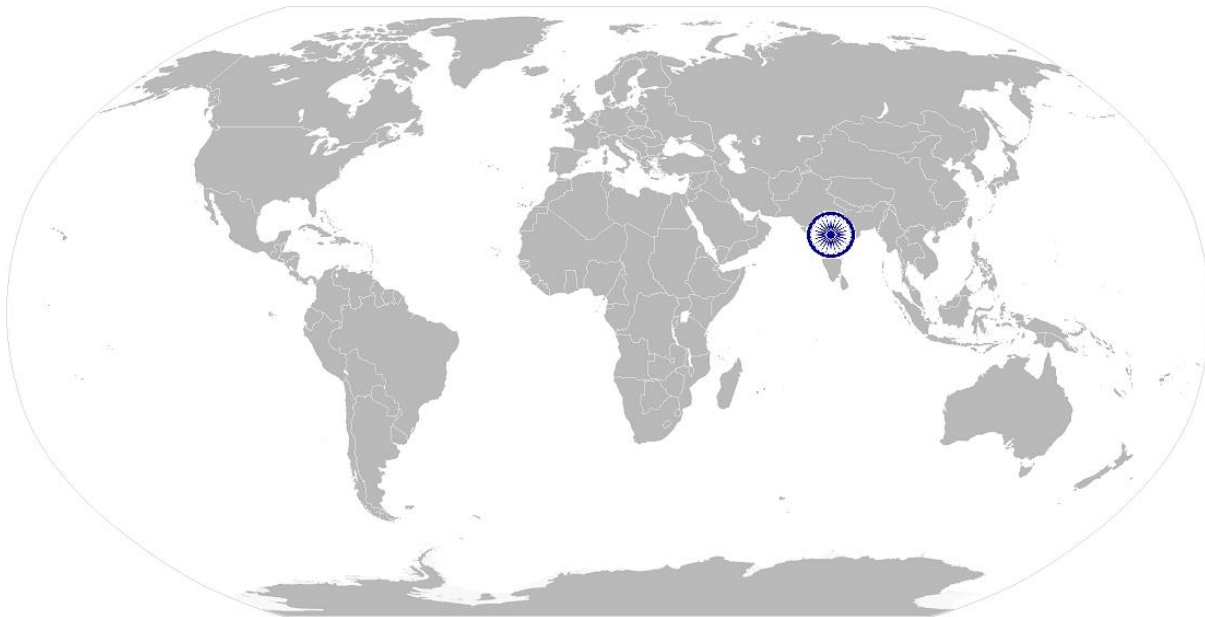
NOS Version Control

NOS Code	TSC/ N9003		
Credits (NSQF) [*OPTIONAL*]	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Knitting	Last reviewed on	21/01/15
Occupation	Knitting	Next review date	01/03/16
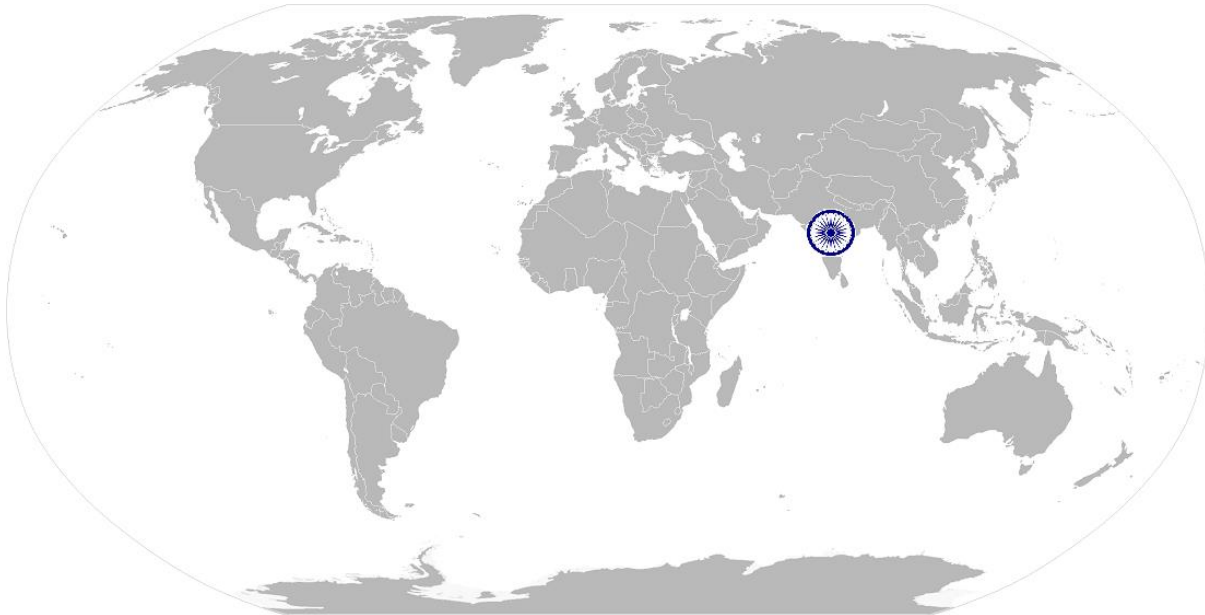
National Occupational Standard
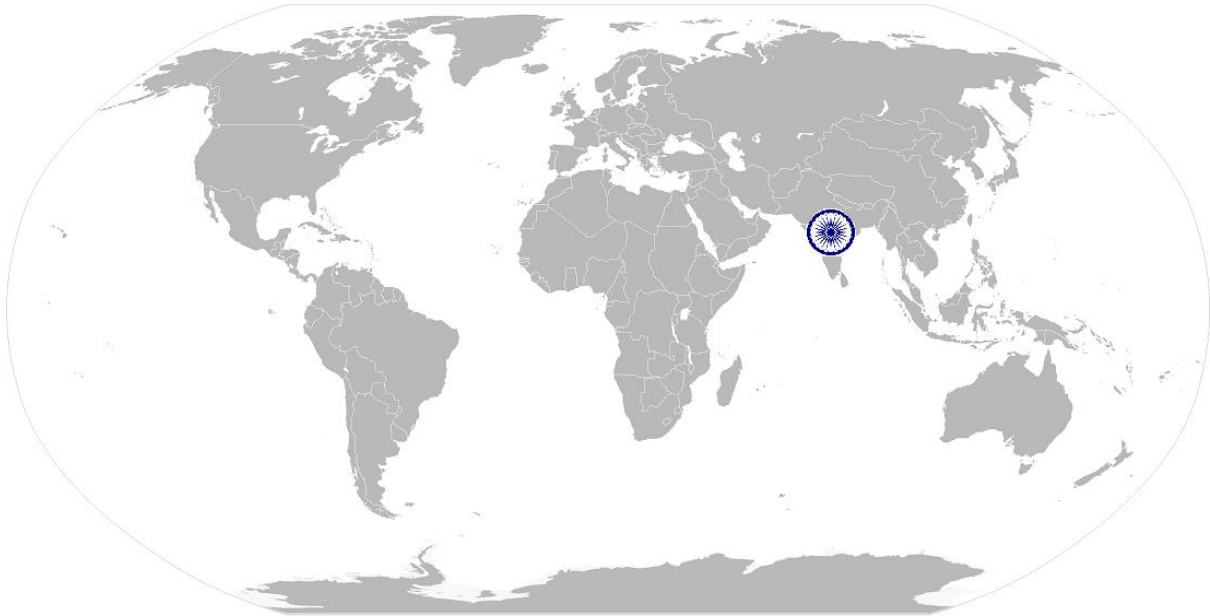
<u>**Overview**</u>

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

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 textle industry
Scope	**This unit/task covers the following:** ▪ self development ▪ team work ▪ organizational standards ▪ industry standards

Performance Criteria (PC) w.r.t. the Scope

Elements	PerformanceCriteria
Self- development	To be competent, you must be able to: PC1. perform own duties effectively PC2. take responsibility for own actions PC3. be accountable towards the job role and assigned duties PC4. take initiative and innovate the existing methods PC5. focus on self-learning and improvement
Team work	PC6. co-ordinate with all the team members and colleagues PC7. communicate politely PC8. avoid conflicts and miscommunication
Organisational standards	PC9. know the organisational standards PC10. implement them in your performance PC11. motivate others to follow them
Industry standards	PC12. know the industry standards PC13. align them with organisation standards

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. reporting to the supervisor or higher authority KA3. knowledge of organisationl standards KA4. knowledge of industry standards
B. **Technical Knowledge**	You need to know and understand: KB1. process and material flow in a textile mill KB2. importance of complying with the standards KB3. guidelines for cleaning the various parts of machine

Skills (S)

A. **Core Skills/ Generic Skills**	**Writing Skills**
	You need to know and understand how to: SA1. write clear and short sentences

National Occupational Standard

	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 :
	SC1. Organizational requirements
	SC2. your responsibilities at the workplace
	SC3. procedure to comply with the industry standards
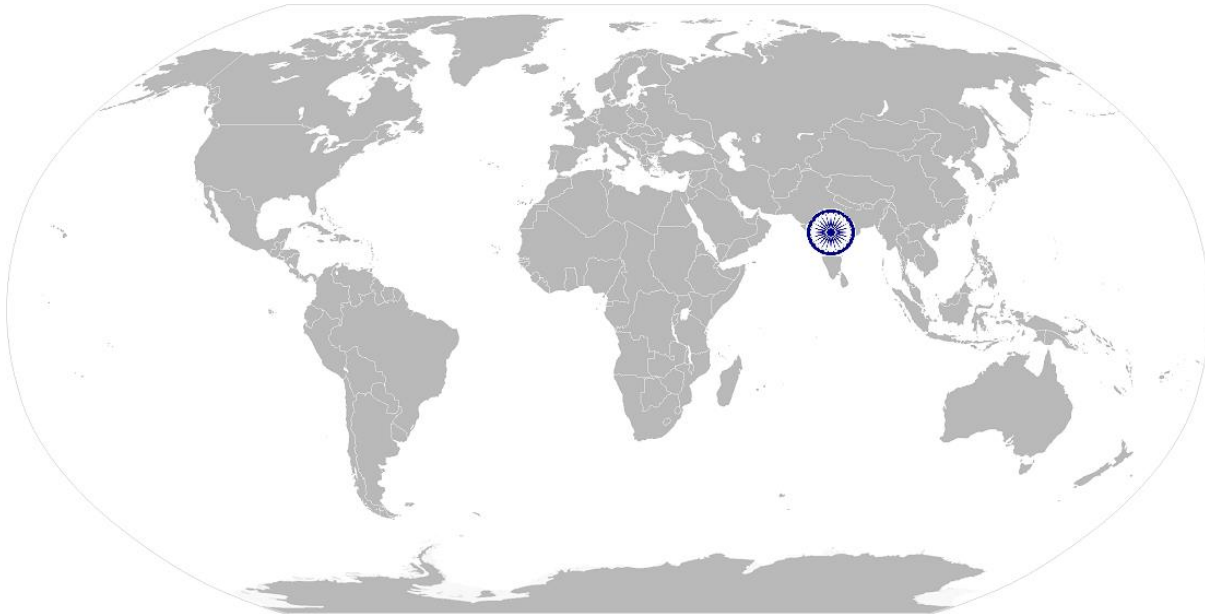
NOS Version Control

NOS Code		TSC/N 9004	
Credits (NSQF) [*OPTIONAL*]	TBD	**Version number**	1.0
Industry	Textile	**Drafted on**	15/12/14
Industry Sub-sector	Knitting	**Last reviewed on**	21/01/15
Occupation	Knitting	**Next review date**	01/03/16
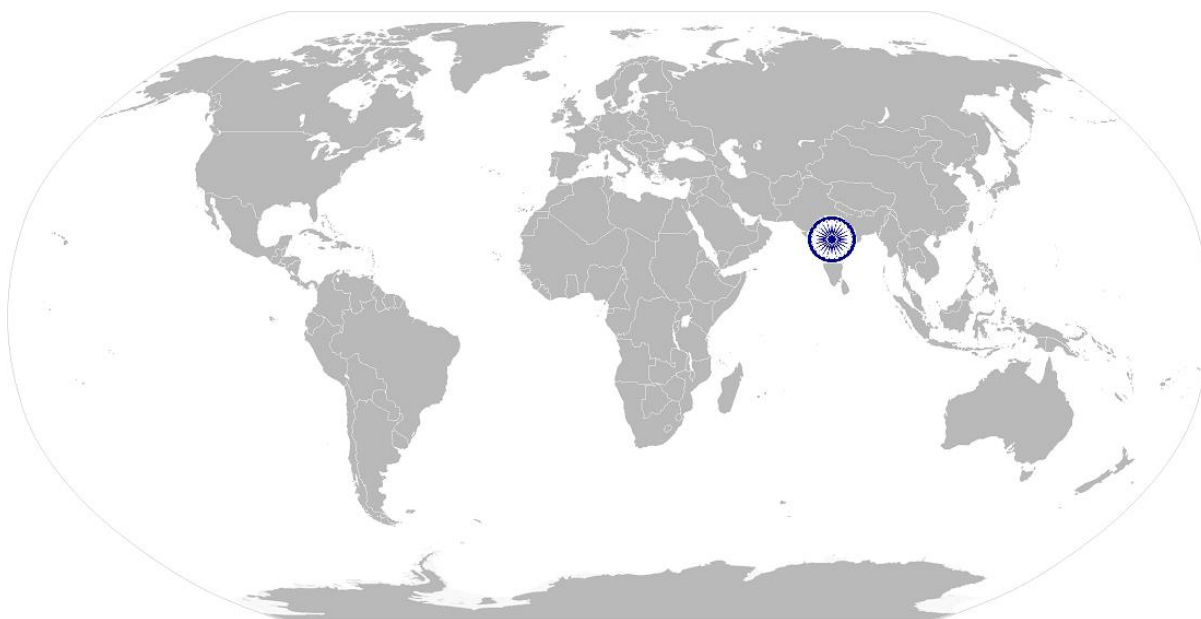
Assessment Criteria

Job Role: Knitting Machine Operator - Flat Knitting
Qualification Pack: Knitting Machine Operator - Flat Knitting
Sector Skill Council: Textile Sector Skill Council

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

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
1. TSC/N4105 (Taking charge of shift and handing over shift to operator)	PC1. reach at least 10 - 15 minutes early to the work place	50	3	1	1	1
	PC2. bring the necessary operational tools to the department		3	1	1	1
	PC3. meet the previous shift operator and collect the information regarding the count, process, issues faced in quality, current beam production followed in the knitting department.		4	1	2	1
	PC4. be updated on information regarding the current order such as it is for which company and other details.		3	1	1	1
	PC5. ensure proper functioning of machine and problems if any should be reported to the supervisor and maintenance in-charge.		4	1	2	1
	PC6. understand and be informed about the current order quantity and balance quantity.		3	1	1	1

	PC7. be updated on the new order fabric details and quantity.		3	1	1	1
	PC8. clean the machine and department before handing over the shift.		4	1	2	1
	PC9. hand over the necessary operational tools if any.		4	1	2	1
	PC10. meet the next shift operator and give the information regarding the count, GSM, loop length, process, issues faced in quality, and current fabric production followed in the knitting department.		4	1	2	1
	PC11. note the production details for the current shift		4	1	2	1
	PC12. ensure proper functioning of the machine and problems if any, should be reported to the supervisor and maintenance in-charge.		4	1	2	1
	PC13. give details to the next shift operator about the current order quality, quantity and balance quantity.		4	1	2	1
	PC14. convey information regarding new order fabric details and quantity.		3	1	1	1
			50	14	22	14
	Total	Weightage %				
2. TSC/N4106 (Operate a flat knitting machine)	PC1. start the machine	200	4	1	2	1
	PC2. operate the control switches for starting and stopping the knitting machine		4	1	2	1
	PC3. follow the signal lamps used in machines		5	1	2	2
	PC4. ensure proper functioning of the knitting machine by verifying the display panel		4	1	2	1
	PC5. ensure the machines are operated in accordance with workplace procedures.		4	1	2	1

Assessment Criteria

	PC6. ensure the yarns are run through correct yarn-paths at operating tensions according to machine-builder's instructions and workplace procedures.		6	2	2	2
	PC7. ensure the yarns are creeled and ends joined in accordance with workplace procedures.		6	1	3	2
	PC8. ensure the production is monitored for faults, and variations notified, in accordance with workplace procedures.		5	1	2	2
	PC9. ensure the machines are monitored for continuous functioning of all systems, and variations notified, in accordance with workplace procedures.		5	1	2	2
	PC10. ensure the production is removed from machines in accordance with workplace procedures.		6	2	2	2
	PC11. ensure the documentation of production is completed in accordance with workplace procedures.		5	1	2	2
	PC12. ensure the machines are lubricated as directed in accordance with workplace procedures.		6	2	2	2
	PC13. ensure the yarn paths, eyelets, knitting heads, machines, and working environment are clean and free of contamination in accordance with workplace procedures.		8	2	4	2
	PC14. check whether the yarns are properly fed in the knitting machine		4	1	2	1
	PC15. knot the yarn during breakage		5	1	2	2
	PC16. doff the full fabric roll		8	2	4	2
	PC17. view the display panel or signal and identify the reasons for machine stoppages if any		6	2	2	2
	PC18. ensure the knitting machine		7	2	3	2

Assessment Criteria

is running in the set speed by viewing the display panel				
PC19. ensure the working area is clean	3	1	1	1
PC20. ensure proper functioning of machine	5	1	2	2
PC21. rethread incorrectly-positioned yarns in accordance with workplace procedures.	5	1	2	2
PC22. join broken yarns or new ends in accordance with workplace procedures.	3	1	1	1
PC23. fix fabric press-offs in accordance with machine-type and workplace procedures.	4	1	2	1
PC24. reset machines for restart in accordance with workplace procedures.	5	1	2	2
PC25. range after fault correction, style changes, and pattern changes	4	1	2	1
PC26. ensure the feeder is working properly and yarn is uniformly fed into the feeder.	4	1	2	1
PC27. support the fitter for carrying out maintenance activities	4	1	2	1
PC28. ensure the gsm, loop length variation is within the limits and if it's abnormal report it to superiors.	4	1	2	1
PC29. inform the supervisor and maintenance in- charge in case of a jam	4	1	2	1
PC30. support the fitter during minor breakdown	4	1	2	1
PC31. ancillary process machines are operated in accordance with machine-builder's instructions and workplace procedures.	5	1	2	2
PC32. safety precautions that comply with workplace procedures are observed.	4	1	2	1
PC33. the working environment is kept clean and free of contamination	4	1	2	1
PC34. ensure proper material handling of yarn, cone and empty	4	1	2	1

	cone					
	PC35. ensure using proper material handling of tools and equipments		4	1	2	1
	PC36. ensure safety while operating the card		3	1	1	1
	PC37. using of safety gadgets like caps, masks and shoes and verifying the safety stop motions		3	1	1	1
	PC38. ensure the fabric produced is free from outside damages		3	1	1	1
	PC39. collect usable waste to be weighed at shift end and to be placed in the specified area		3	1	1	1
	PC40. inform superiors immediately, if any break down or fault in the machine is noticed		3	1	1	1
	PC41. ensure the proper functioning of signal lamps		3	1	1	1
	PC42. ensure that machine is always working properly, if any deviations inform superiors immediately		3	1	1	1
	PC43. identify yarn wastes by fibre content and sorted according to workplace procedures		3	1	1	1
	PC44. identify fabric wastes are identified and sorted according to workplace procedures.		4	1	2	1
	PC45. provide all relevant information of the current working process to the next shift operator before relieving		4	1	2	1
			200	52	86	62
	Total	Weightage %				
3 . TSC/N4107 (Piecing the yarn and doffing the fabric roll in the knitting machine)	PC1. identity whether the machine stoppage by viewing the signal lamps and in display panel	100	3	1	1	1
	PC2. identify the reasons for yarn breakage		4	1	2	1
	PC3. ensure minimum time is taken for attending the yarn breakage in carding department		4	1	2	1

Assessment Criteria

	PC4. unwind the yarn from the cone		3	1	1	1
	PC5. ensure proper piecing		3	1	1	1
	PC6. draw the yarn through the guide, guide rollers and pass it through the stopmotin , feeder in the delivery zone		5	1	2	2
	PC7. ensure proper functioning of knitting machine post piecing		5	1	2	2
	PC8. collect the waste collected during piecing and store the waste at respective waste box		3	1	1	1
	PC9. segregate the reusable wastes and weigh and record them in a register		3	1	1	1
	PC10. ensure standard piecing procedure is adopted and quality of piecing is as per standards		4	1	2	1
	PC11. ensure minimum time is taken for piecing the yarn.		4	1	2	1
	PC12. ensure safety while carrying out piecing activity		3	1	1	1
	PC13. verify the quality of piecing done in the yarn		3	1	1	1
	PC14. ensure yarn tension in the creeling section is appropriate		3	1	1	1
	PC15. ensure proper functioning of the machine		4	1	2	1
	PC16. collect the empty cones from creel and replace with a full cone		4	1	2	1
	PC17. ensure whether the fabric roll is ready for doffing by viewing the details in display panel or by manual		5	1	2	2
	PC18. keep the empty fabric roller ready for replacement		5	1	2	2
	PC19. to keep the empty fabric roll near the knitting machine in manual doffing		5	1	2	2
	PC20. to doff the full fabric roll in case of manual doffing		4	1	2	1
	PC21. ensure proper doffing procedure is followed		4	1	2	1
	PC22. ensure doffing is carried out properly		4	1	2	1

	PC23. move the fabric roll to the storage area		3	1	1	1
	PC24. ensure the knitting machine is properly restarted after doffing		3	1	1	1
	PC25. ensure proper functioning of knitting machine post doffing		3	1	1	1
	PC26. ensure proper material handling of yarn, cone and empty cone		3	1	1	1
	PC27. ensure proper material handling of tools and equipments		3	1	1	1
			100	27	41	32
	Total	Weightage %				
4 . TSC/N4108 (Repair yarn related faults)	PC1. rethread incorrectly-positioned yarns in accordance with workplace procedures	25	5	1	2	2
	PC2. identify the reasons for yarn breakage		8	2	4	2
	PC3. broken yarns or new ends are joined in accordance with workplace procedures.		4	1	2	1
	PC4. machines are reset for restart in accordance with workplace procedures range after fault correction, style changes, and pattern changes.		8	2	4	2
			25	6	12	7
	Total	Weightage %				
5.TSC/N9001(Maintaining work area, tools and machines)	PC1. handle materials, machinery, equipment and tools with care and use them in the correct way	50	4	1	2	1
	PC2. use correct lifting and handling procedures		4	1	2	1
	PC3. use materials to minimize waste		3	1	1	1
	PC4. maintain a clean and hazard free working area		3	1	1	1
	PC5. maintain tools and equipment		4	2	1	1

Assessment Criteria

	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 %				
6.TSC/N9002 (Working in a team)	PC1. be accountable to the own role in whole process	50	4	2	1	1
	PC2. perform all roles with full responsibility		4	2	1	1
	PC3. be effective and efficient at workplace		4	1	2	1
	PC4. properly communicate about company policies		4	1	1	2
	PC5. report all problems faced during the process		4	1	1	2
	PC6. talk politely with other team members and colleagues		4	1	1	2
	PC7. submit daily report of own performance		5	2	2	1
	PC8. adjust in different work situations		4	1	2	1
	PC9. give due importance to others' point of view		4	2	1	1
	PC10. avoid conflicting situations		4	2	1	1

Assessment Criteria

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

Assessment Criteria

	and threat					
	PC13. carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned		5	2	2	1
	PC14. report hazards and potential risks/ threats to supervisors or other authorized personnel		4	1	2	1
	PC15. participate in mock drills/ evacuation procedures organized at the workplace		4	2	2	0
	PC16. undertake first aid, fire-fighting and emergency response training, if asked to do so		5	2	2	1
	PC17. take action based on instructions in the event of fire, emergencies or accidents		5	2	2	1
	PC18. follow 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 %				
8.TSC/N9004 (Comply with industry and organizational requirements)	PC1. perform own duties effectively	50	4	1	2	1
	PC2. take responsibility for own actions		4	1	2	1
	PC3. be accountable towards the job role and assigned duties		4	2	1	1

Assessment Criteria

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	Weihtage %		40%	40%	20%
Total		625	192	252	181
Grand Total	625				