

QUALIFICATIONS PACK - OCCUPATIONAL STANDARDS FOR TEXTILE SECTOR

What are Occupational Standards(OS)?

- OS describe what individuals need to do, know and understand in order to carry out a particular job role or function
- OS are performance standards that individuals must achieve when carrying out functions in the workplace, together with specifications of the underpinning knowledge and understanding

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Introduction

Qualifications Pack – Pirn Winding Machine Operator

SECTOR: TEXTILE

SUB-SECTOR: WEAVING

OCCUPATION: WEAVING

REFERENCE ID: TSC/Q 2206

ALIGNED TO: NCO-2004 / 8261.85

Brief Job Description: Pirn Winding Machine Operator, is a job-role in a weaving department. The responsibility of Winder – Automatic Pirn Winding Machine is to run the winding machine efficiently so as to get maximum output with minimum defects giving due importance to safety and environment aspects.

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

Job Details	Qualifications Pack Code	TSC/Q 2206		
	Job Role	Pirn Winding Machine Operator		
	Credits (NSQF)	TBD	Version number	1.0
	Sector	Textile	Drafted on	15/12/14
	Sub-sector	Weaving	Last reviewed on	21/1/15
	Occupation	Weaving	Next review date	01/03/16
Job Role	Pirn Winding Machine Operator			
Role Description	To run automatic pirn winding machine so as to get maximum output with minimum defects, giving due importance to safety & environmental aspects.			
NSQF level	4			
Minimum Educational Qualifications	Preferably Class 10th			
Maximum Educational Qualifications	N/A			
Training (Suggested but not mandatory)	Preferably training in weaving department.			
Experience	Not essential			
National Occupational Standards (NOS)	<p>Compulsory:</p> <ol style="list-style-type: none"> TSC/N2211 Taking charge of shift and handing over shift to operator TSC/N2212 Operating Auto Pirn Winding Machine TSC/N9002 Maintain work area, tools and machines. TSC/N9001 Working in a team TSC/N9003 Maintain health, safety and security at work place. TSC/N9004 Comply with industry and organizational requirements. <p>Optional: Not Applicable</p>			
Performance Criteria	As described in the relevant OS units			

Table 1: Glossary of Key Terms

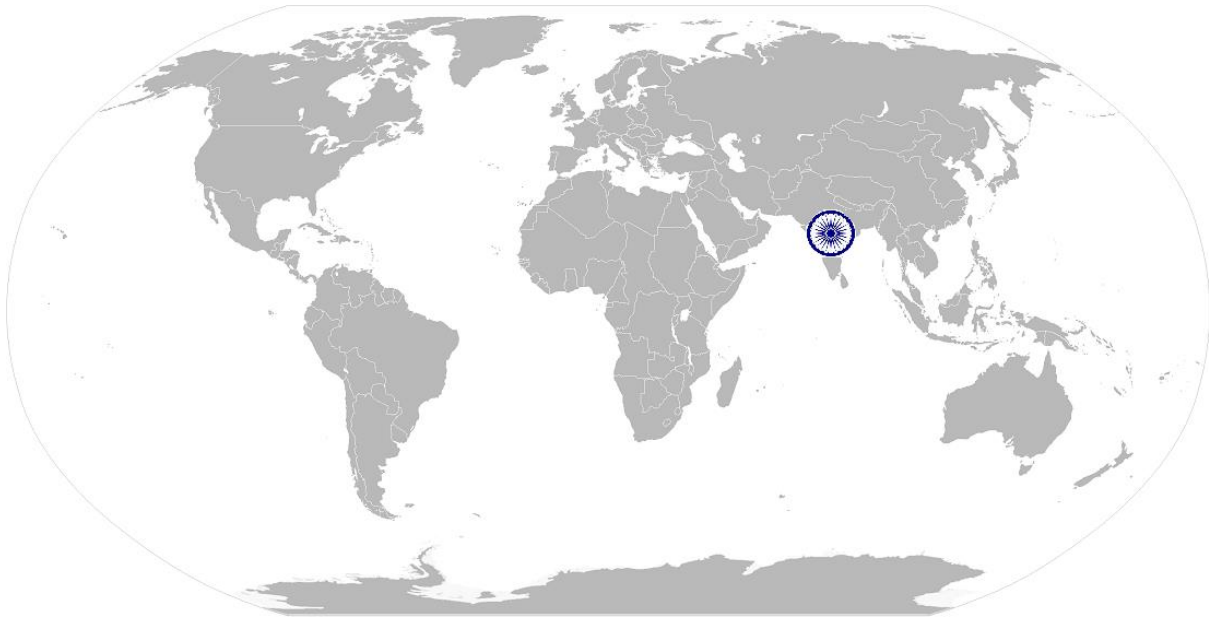
Definitions	Keywords /Terms	Description
	Sector	Sector is a conglomeration of different business operations having similar businesses and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
	Sub-sector	Sub-sector is derived 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.
Helpdesk	Helpdesk is an entity to which the customers will report their IT problems. IT Service Helpdesk Attendant is responsible for managing the helpdesk.
Keywords /Terms	Description
SSC	Sector Skill Council
OS	Occupational Standard(s)
NOS	National Occupational Standard(s)
QP	Qualifications Pack
NSQF	National Skill Qualification Framework
NCO	National Classification of Occupations
TBD	To Be Determined
TSC	Textile Sector Skill Council
NSDC	National Skill Development Corporation

Acronyms

TSC/N 2211 **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/N 2211 Taking charge of shift and handing over shift to operator

Unit Code	TSC/N2211
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 the shift ▪ Handing over the shift
Performance Criteria (PC) w.r.t. the Scope	
Elements	Performance Criteria
Take charge of the shift	<p>To be a competent , you must be able to:</p> <p>PC1. come at least 10 - 15 minutes earlier to the work spot</p> <p>PC2. meet the previous shift winder & discuss with him/ her regarding the issues faced by them with respect to the quality or production or spare or safety or any other specific instruction etc.</p> <p>PC3. check for the running condition of the pirn winding spindles</p> <p>PC4. check the running material & the count in the running spindles</p> <p>PC5. check the weft stock & the quality of the weft stock , to ensure whether the said stock is</p> <p>PC6. enough to run the machines throughout the shift.</p> <p>PC7. check for the empty pirns on the magazines</p> <p>PC8. check whether all the empty bobbins/ pirns are collected from the empty pirn box & also to ensure that the bunch waste in the said empty pirns are completely stripped</p> <p>PC9. check the cleanliness of the machines & other work areas</p> <p>PC10. check whether any spare/raw material/ tool / fabric/ any other material are thrown under the machines or in the other work areas.</p> <p>PC11. question the previous shift winder for any deviation in the above and should bring the same to the knowledge of his/ her shift superior as well that of the previous shift as well.</p>
Handing over the Shift	<p>PC12. hand over the shift to the incoming winder in a proper manner & get clearance from the incoming counterpart before leaving the work spot</p> <p>PC13. report to his/ her shift superiors as well as that of the incoming shift, in case his/ her counterpart doesn't come for work, for the incoming shift. in that case, the shift has to be properly handed over to the incoming shift superior & get clearance from him/ her, before leaving the work spot</p> <p>PC14. report to his/ her shift superior about the quality / production / safety issues/ any other issue faced in his/ her shift and should leave the department only after getting concurrence for the same from his/ her superiors</p>
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company/ organization and	<p>The individual on the job needs to know and understand:</p> <p>KA1. the organization's policies & standard operating procedures (SOP)</p> <p>KA2. should have an awareness, knowledge of customers</p> <p>KA3. potential hazards associated with the machines and the safety precautions must be taken</p>

TSC/N 2211 Taking charge of shift and handing over shift to operator

its processes)	<p>KA4. protocol to obtain more information on work related tasks</p> <p>KA5. contact person in case of queries on procedure or products and for revolving issues related to defective machines, tools, materials & equipments</p> <p>KA6. details of the various job rolls & responsibilities</p> <p>KA7. documentation and reporting formats</p> <p>KA8. work targets & review machine with superiors</p> <p>KA9. protocol and format for reporting work related risks/ problems</p> <p>KA10. method of obtaining /giving feed back with respect to performance</p> <p>KA11. importance of team work .harmonious working relationships</p> <p>KA12. process for offering /obtaining work related assistance</p> <p>KA13. responsibilities under health, safety and environmental legislation</p> <p>KA14. guidelines for storage & disposal of waste materials</p>
B. Technical/Domain Knowledge of product	KB1. minimum quality requirements of the product with respect to permissible/non-permissible defects
About the Raw materials	<p>KB2. yarns from natural fibers - cotton, silk, wool</p> <p>KB3. yarns from manmade fibers - polyester, nylon, viscose</p> <p>KB4. blended yarns - polyester cotton, polyester viscose</p>
About different types of Pirn Winding Machines	<p>KB5. hand winding</p> <p>KB6. power machine - conventional</p> <p>KB7. power machine – automatic pirn winding machine</p>
Safety Mechanism	<p>KB8. should know the safety mechanisms of the machines & should ensure that the same are in order</p> <p>KB9. should know about the stop motions & should ensure that the same are in order</p> <p>KB10. should know about the indication lamps & should ensure that the same are in order</p>
Machine Operators	KB11. should know about the functional operations of the machines, where he/she is working
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
A. Core Skills/ Generic Skills	Participation
	On the job the individual should be able to:
	<p>SA1. read, write and communicate orally in simple language</p> <p>SA2. plan and manage work routine based on instructions from supervisor</p> <p>SA3. should willingly participate in the various programs/ meetings that will be conducted by the Superiors & put forth the suggestions in the interest of the</p>

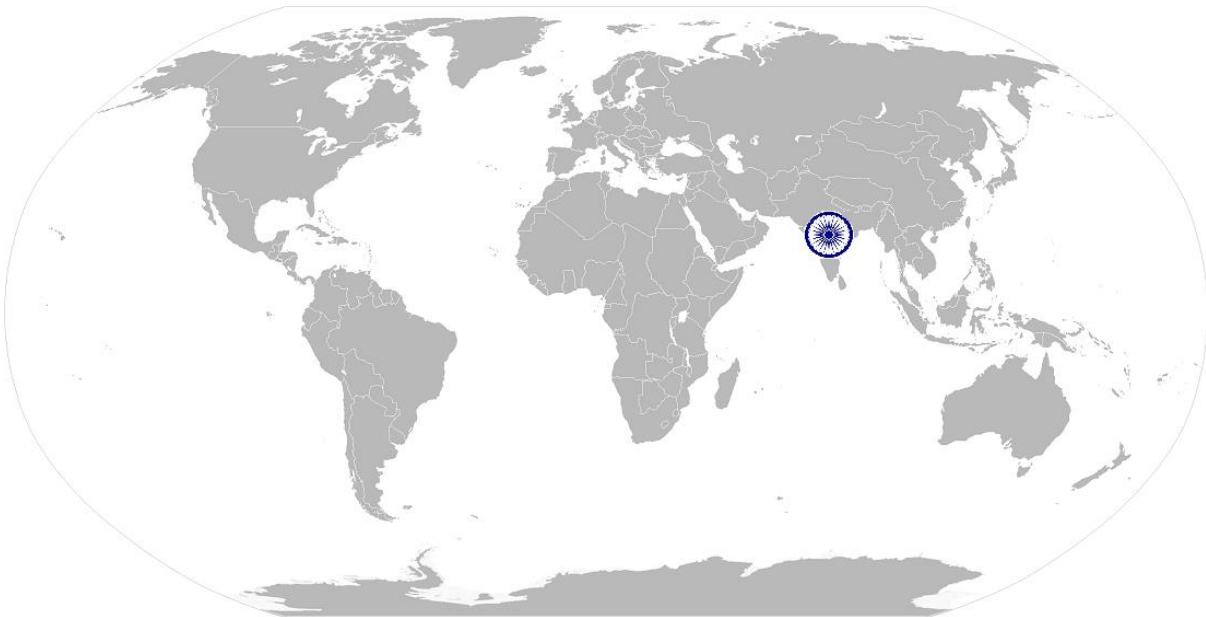
TSC/N 2211 Taking charge of shift and handing over shift to operator

	<p>Company</p> <p>SA4. participate in the " Quality Circles" that will be formed by the Superiors</p> <p>SA5. should 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"</p> <p>SA6. GOTS Certification " Fair Trade " etc.</p>
<p>B. Professional Skills</p>	<p>Weaver's Knot</p> <p>On job the individual should be able to achieve the following skills :</p> <p>SB1. should ensure that warp breaks/loom hour doesn't exceed 3</p> <p>SB2. should ensure that weft breaks/loom hour doesn't exceed 2</p> <p>SB3. should ensure that fabric rejection doesn't exceed 2%</p> <p>SB4. should ensure that the efficiency is maintained in excess of 85%</p> <p>SB5. should ensure that the warp waste doesn't exceed 1%</p> <p>SB6. should ensure that the weft waste doesn't exceed 2 %</p> <p>SB7. to ensure the life of the shuttle in excess of 6 months</p> <p>SB8. to ensure the life of wooden picking stick in excess of 6 months</p> <p>SB9. one should put a minimum of 15 knots/ minute</p>
<p>C. Technical Skills</p>	<p>Battery Filling</p> <p>SC1. should ensure that only bunch length of 2-3 meters is there</p> <p>SC2. should be able to fill around 24 pirns in a battery in a maximum period of 2 minutes</p> <p>Attending to Warp/ Weft Break</p> <p>SC3. one should attend battery filling with proper pick finding in 30 seconds</p> <p>SC4. one should attend a single warp end through dropper, heald & reed dent in 45 to 60 seconds depending on the automation of the machines/ type of weave etc.</p> <p>Quality Evaluation</p> <p>SC4. should be able to weave fabric free from "weaver oriented damages "such as "wrong drawing", " wrong denting" "end out " " double end" etc.</p>

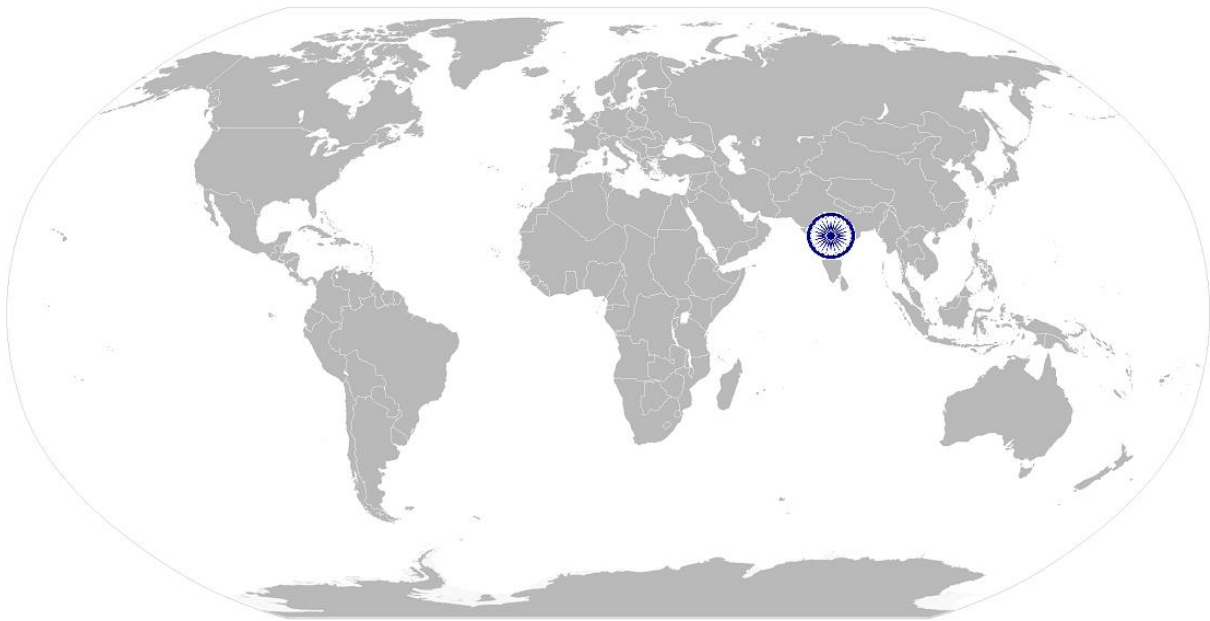
TSC/N 2211 Taking charge of shift and handing over shift to operator

NOS Version Control

NOS Code		TSC/N 2211	
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Weaving	Last reviewed on	21/1/15
Occupation	Weaving	Next review date	01/03/16



National Occupational Standard



Overview

This unit provides performance criteria, knowledge & understanding and skills & abilities required to run an automatic pirn winding machine.

TSC/N2212

Operating Auto Pirn Winding Machine

National Occupational Standard	Unit Code	TSC/N2212
	Unit Title (Task)	Operating Auto Pirn Winding Machine
	Description	This unit provides performance criteria ,knowledge & understanding and skills & abilities required to run automatic pirn winding machine, by attending to thread breakages, so as to get maximum output & minimum defects, without entertaining any damage to the people , the machine etc., without wasting much of raw materials, spares, tools etc., & without spoiling the environmental aspects.
	Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> • Stripping of empty pirns • Running of pirn winding machine • Battery filling • Other work practices
	Performance Criteria (PC) w.r.t. the Scope	
	Elements	Performance Criteria
	Stripping of Empty Pirns	<p>To be competent, you must be able to:</p> <p>PC1. collect the empty pirns from the “ empty pirn boxes” kept on the looms to store the empty pirns falling after transfer of weft pirns effected through “ automatic weft replenishment “</p> <p>PC2. ensure that there is no excess weft yarn than the bunch waste, left in the said empty pirns. the same has to be intimated to the higher authority, so that they can be arrested on the looms. and the said empty pirns with excess weft yarns (¼ pirns & ½ pirns) have to be run on the looms it, without giving room for high wastage of yarn.</p> <p>PC3. see that the said empty pirns are left with 2- 3 metres of weft yarn (bunch waste), as otherwise, it illustrates that there was no bunch provided in the pirn winding.</p> <p>PC4. hand- strip the bunch waste from the collected empty pirns</p> <p>PC5. fill - the stripped empty pirns to be in the magazine on the pirn winding machine.</p>
	Running of Pirn Winding Machine	<p>PC6. ensure the spindle numbers are written against each spindle.</p> <p>PC7. ensure proper identification of the “material & the count”, to be run on each & every pirn winding spindle. either the same can be written on the corresponding spindles or boards with the said details can be hanged against the individual spindles</p> <p>PC8. ensure that the full pirns after the pirn winding are dropped on the weft boxes kept below the respective pirn winding spindles.</p> <p>PC9. ensure that the full pirns from one spindle after winding don't fall on the box kept below the adjacent spindles</p> <p>PC10. check the material & the count, in the cones / cheeses from the bags/ boxes before the same are fixed on the cone/cheese holders on the machine against the respective spindles.</p>

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Operating Auto Pirn Winding Machine

	<p>PC11. ensure whether the auto bunching mechanism on the respective spindles is working properly.</p> <p>PC12. bring the weft yarn from the cones/ cheeses through the guides on the respective spindles.</p> <p>PC13. ensure that the initial threading is with proper bunch length only</p> <p>PC14. attend the weft breakage using “knotters “or by ensuring tiny hand knots.</p> <p>PC15. bring any abnormal thread breakage, to the notice of higher authority.</p>
Battery Filling	<p>PC16. take the produced weft pirns to the loom shed in different boxes depending on the material and the count., to ensure “ no weft mix-up”</p> <p>PC17. store the said weft pirns on the pirn boxes kept on the respective looms.</p> <p>PC18. use weft pirns kept on the boxes on the respective looms only, to fill the batteries on the corresponding looms.</p> <p>PC19. pull about 2 metres of weft in the pirns in the right hand & hold around 4 - 5 pirns at a time in the left hand</p> <p>PC20. press the pirn head of the pirns in space in the battery disc one by one and press the tips of the pirns in the aligned path of the pirn holders.</p> <p>PC21. wind the pirn threads in the battery umbrella , anti clock</p>
Other Work Practices	<p>PC22. write following details on a board hanged/ kept in the winding department</p> <ul style="list-style-type: none"> • spindle number • material type (cotton/ viscose/ polyester / p.c./ other etc) running on the respective spindle • material classification (o. e/ ring sun carded/ ring spun combed/ ring spun compact/other etc. running on the respective spindle • count running on the respective spindle • the loom number against the respective spindle <p>PC23. ensure that stripping of empty pirns is done by hands only. and no knife to be used, as it will damage the empty pirns themselves</p> <p>PC24. ensure that the empty pirns are in good condition in respect to both head & tip.</p> <p>PC25. ensure that brass wrapper in the empty pirn is in good condition. whenever new empty pirns are engaged, to see that the brass port in is buffed properly using sand emery.</p> <p>PC26. see that no broken empty pirn/ full pirn are there. accordingly, the same has to be brought to the notice of the higher authority while collecting empty pirns, from the looms.</p> <p>PC27. clean the machine & the pirn winding area at least twice in a shift, so that the same are kept neat& clean all the time.</p> <p>PC28. collect the waste wound on the umbrella of the loom batteries at the end of the shift</p> <p>PC29. weigh the battery waste & bunch waste separately and the same has to be recorded in the note kept for it</p> <p>PC30. store the said waste separately in the places earmarked.</p>

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	<p>PC31. tie the "waste bag" & all the waste generated by the winders are collected in the said waist bag, which can be ultimately disposed in the places/ bins provided, at the end of the shift.</p> <p>PC32. ensure that the correct weft yarn, as per the "loom card" only is used</p> <p>PC33. additional wastage of raw materials. for any quality issue or defective cone etc., the same has to be brought to the notice of the superiors.</p> <p>PC34. give preference to safety. should not enter the area, where he/ she are not allowed. should not do a job in which training has not being given</p> <p>PC35. ensure that no raw material/ cloth/ spare/ tool / any other material is thrown under/ near the machines or in the other work areas.</p> <p>PC36. check for the reasons for the frequent weft breaks. the reasons that could be corrected by him/ herself should be corrected.</p> <p>PC37. Report the same to the mechanics/ fitters/ superiors</p> <p>PC38. write log book , for the following</p> <ul style="list-style-type: none"> • spindle problem for bunch or non functioning of spindle • spare breakage • other machine complaint • material complaint for poor performance or damage • pirn breakages (loom wise) • pirn breakage in pirn winding
Knowledge and Understanding (K)	
<p>A. Organizational Context (Knowledge of the company/ organization and its processes)</p>	<p>the individual on the job needs to know and understand:</p> <p>KA15. the organization's policies & standard operating procedures (SOP)</p> <p>KA16. should have an awareness, knowledge of customers</p> <p>KA17. potential hazards associated with the machines and the safety precautions must be taken</p> <p>KA18. protocol to obtain more information on work related tasks</p> <p>KA19. contact person in case of queries on procedure or products and for revolving issues related to defective machines, tools, materials & equipments</p> <p>KA20. details of the various job rolls & responsibilities</p> <p>KA21. documentation and reporting formats</p> <p>KA22. work targets & review machine with superiors</p> <p>KA23. protocol and format for reporting work related risks/ problems</p> <p>KA24. method of obtaining /giving feed back with respect to performance</p> <p>KA25. importance of team work .harmonious working relationships</p> <p>KA26. process for offering /obtaining work related assistance</p> <p>KA27. responsibilities under health, safety and environmental legislation</p> <p>KA28. guidelines for storage & disposal of waste materials</p>
<p>B. Technical/Domain Knowledge of product</p>	<p>KB12. minimum quality requirements of the product with respect to permissible/non-permissible defects</p>

TSC/N2212

Operating Auto Pirn Winding Machine

About the Raw materials	KB13. yarns from natural fibers - cotton, silk, wool KB14. yarns from manmade fibers - polyester, nylon, viscose KB15. blended yarns - polyester cotton, polyester viscose
About different types of Pirn Winding Machines	KB16. hand winding KB17. power machine - conventional KB18. power machine – automatic pirn winding machine
Safety Mechanism	KB19. should know the safety mechanisms of the machines & should ensure that the same are in order KB20. should know about the stop motions & should ensure that the same are in order KB21. should know about the indication lamps & should ensure that the same are in order
Machine Operators	KB22. should know about the functional operations of the machines, where he/she is working

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
	Participation
	On the job the individual should be able to: SA3. read, write and communicate orally in simple language SA4. plan and manage work routine based on instructions from supervisor SA5. should willingly participate in the various programs/ meetings that will be conducted by the superiors & put forth the suggestions in the interest of the company SA6. participate in the " quality circles" that will be formed by the superiors SA7. should 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" SA8. GOTS certification " fair trade " etc.
B. Professional Skills	Weaver's knot
	On job the individual should be able to achieve the following skills : SB10. ensure that warp breaks/loom hour doesn't exceed 3 SB11. ensure that weft breaks/loom hour doesn't exceed 2 SB12. ensure that fabric rejection doesn't exceed 2% SB13. ensure that the efficiency is maintained in excess of 85% SB14. ensure that the warp waste doesn't exceed 1% SB15. ensure that the weft waste doesn't exceed 2 %

TSC/N2212

Operating Auto Pirn Winding Machine

	SB16. to ensure the life of the shuttle in excess of 6 months SB17. to ensure the life of wooden picking stick in excess of 6 months SB18. one should put a minimum of 15 knots/ minute
	Battery Filling
	SB19. ensure that only bunch length of 2-3 meters is there SB20. be able to fill around 24 pirns in a battery in a maximum period of 2 minutes
	Attending to Warp/ Weft Break
	SB21. One should attend battery filling with proper pick finding in 30 seconds SB22. One should attend a single warp end through dropper, Heald & reed dent in 45 to 60 seconds depending on the automation of the machines/ type of weave etc.
	Quality Evaluation
	SB23. be able to weave fabric free from " Weaver oriented damages " such as " Wrong Drawing" , " Wrong Denting" " End Out " " Double End" etc.
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

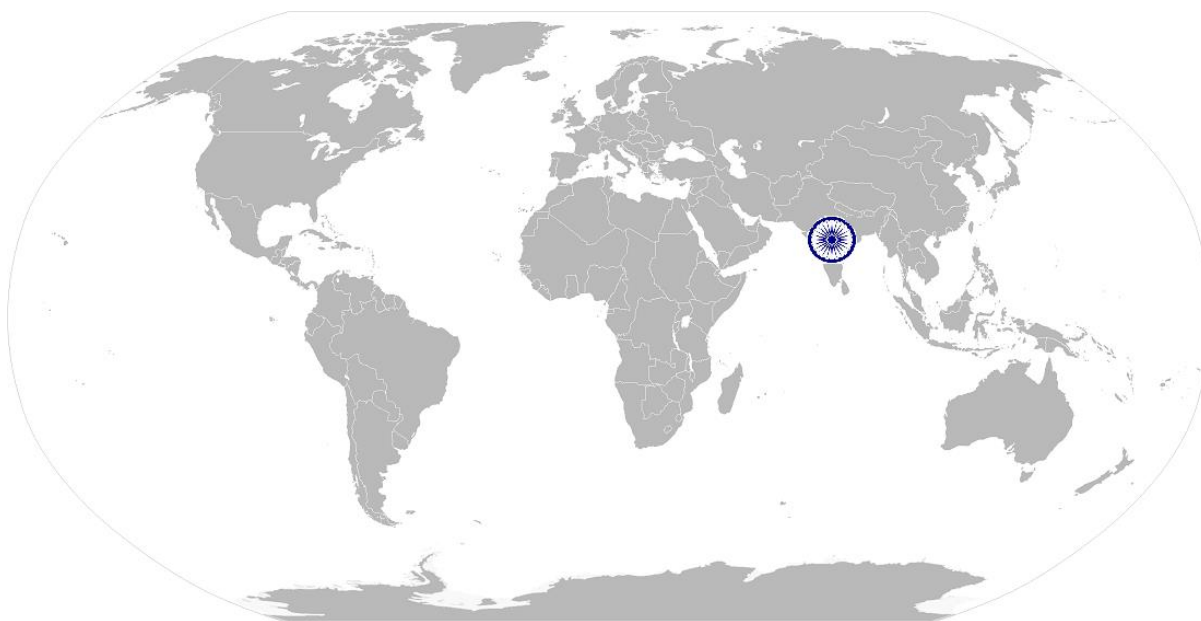


TSC/N2212

Operating Auto Pirn Winding Machine

NOS Version Control

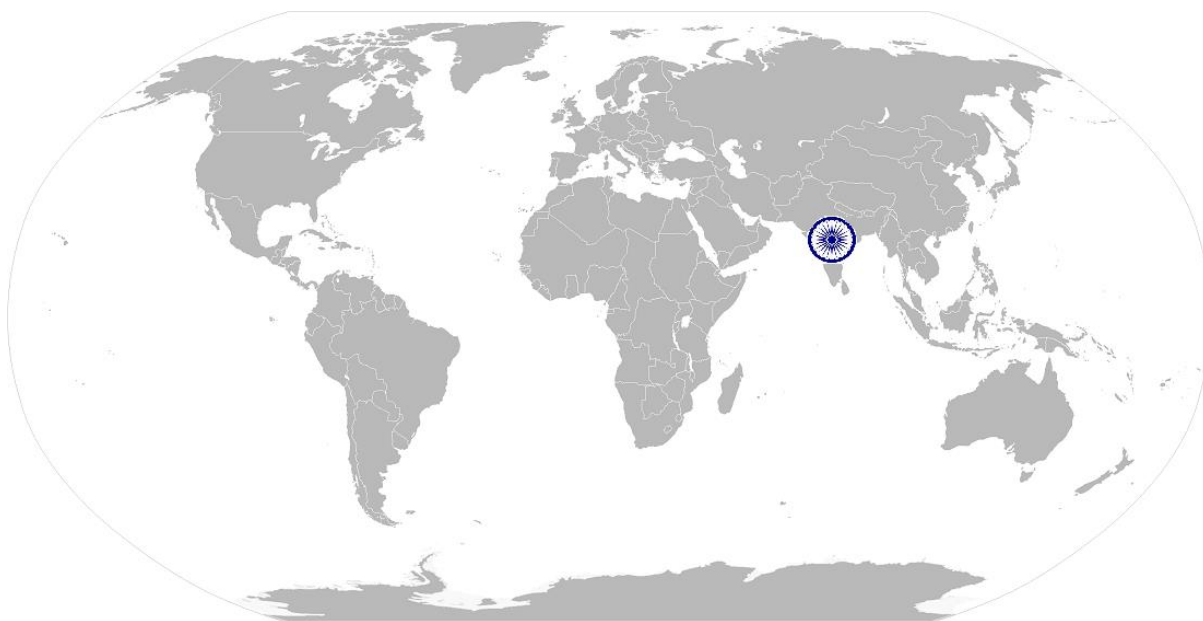
NOS Code	TSC/ N2212		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Weaving	Last reviewed on	21/1/15
Occupation	Weaving	Next review date	01/03/16



TSC/N9001

Maintaining work area, tools and machines

National Occupational Standard



Overview

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

TSC/N9001

Maintaining work area, tools and machines

Unit Code	TSC/ N9001
Unit Title (Task)	Maintaining work area, tools and machines
Description	This unit provides performance criteria, knowledge & understanding and skills & abilities required to organize/ maintain work areas and activities to ensure tools and machines are maintained as per norms
Scope	This unit/task covers the following: <ul style="list-style-type: none"> ▪ Maintain the work area, tools and machines
Performance Criteria (PC) w.r.t. the Scope	
Elements	Performance Criteria
Maintain the work area, tools and machines	<p>To be competent, you must be able to:</p> <p>PC1. handle materials, machinery, equipment and tools with care and use them in the correct way</p> <p>PC2. use correct lifting and handling procedures</p> <p>PC3. use materials to minimize waste</p> <p>PC4. maintain a clean and hazard free working area</p> <p>PC5. maintain tools and equipment</p> <p>PC6. carry out running maintenance within agreed schedules</p> <p>PC7. carry out maintenance and/or cleaning within one's responsibility</p> <p>PC8. report unsafe equipment and other dangerous occurrences</p> <p>PC9. ensure that the correct machine guards are in place</p> <p>PC10. work in a comfortable position with the correct posture</p> <p>PC11. use cleaning equipment and methods appropriate for the work to be carried out</p> <p>PC12. dispose of waste safely in the designated location</p> <p>PC13. store cleaning equipment safely after use</p> <p>PC14. carry out cleaning according to schedules and limits of responsibility</p>
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company/ organization and its processes)	<p>You need to know and understand:</p> <p>KA1. 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>

TSC/N9001

Maintaining work area, tools and machines

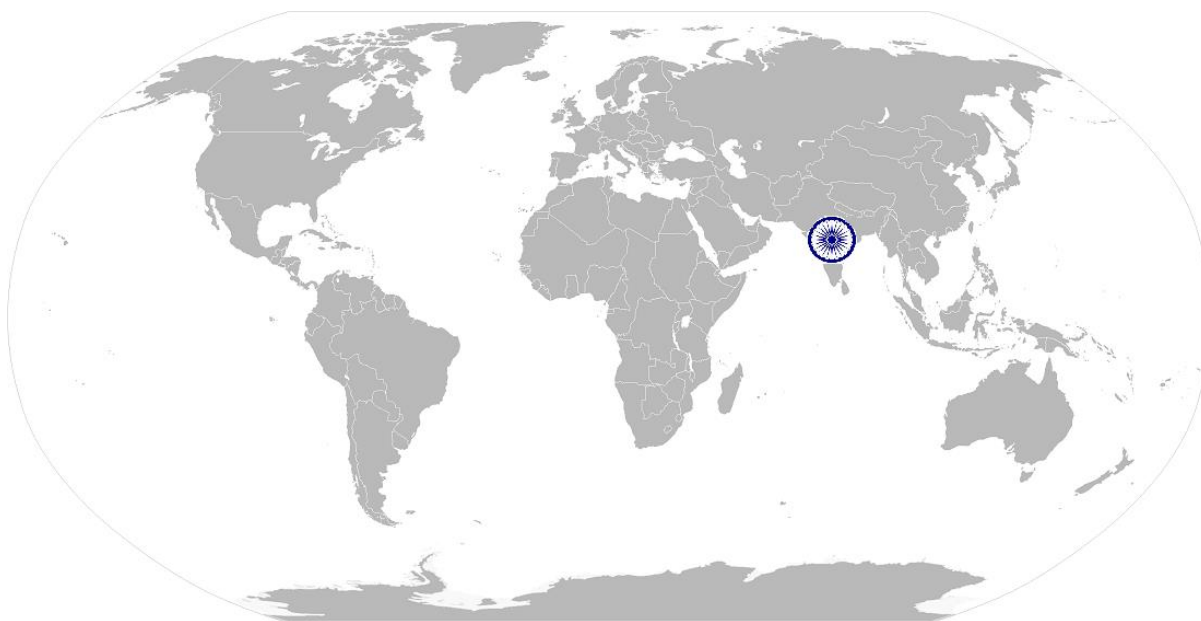
	KB3. hazards likely to be encountered when conducting routine maintenance KB4. the importance of taking action when problems are identified KB5. different ways of minimizing waste KB6. the importance of running maintenance and regular cleaning KB7. effects of contamination on products i.e. machine oil, dirt, foreign materials KB8. common faults with equipment and the method to rectify KB9. maintenance procedures KB10. different types of cleaning equipment and substances and their use KB11. safe working practices for cleaning and the method of carrying them out
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
	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
C. Technical Skills	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/N9001

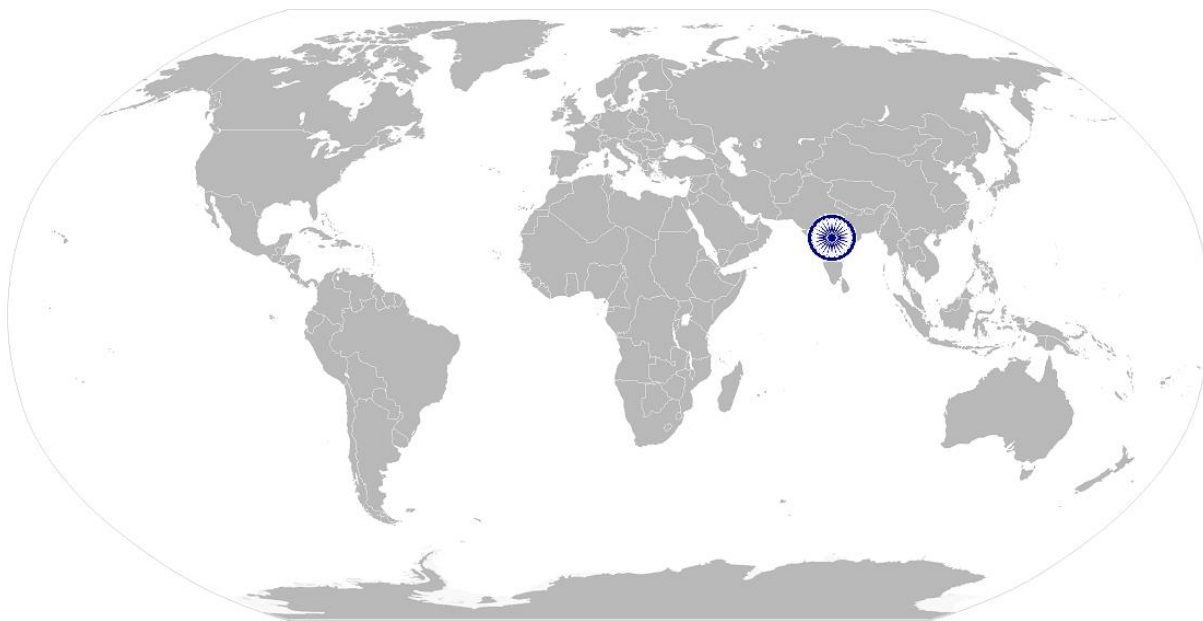
Maintaining work area, tools and machines

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	21/1/15
Occupation	Weaving	Next review date	01/03/16



National Occupational Standard



Overview

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

TSC/N9002

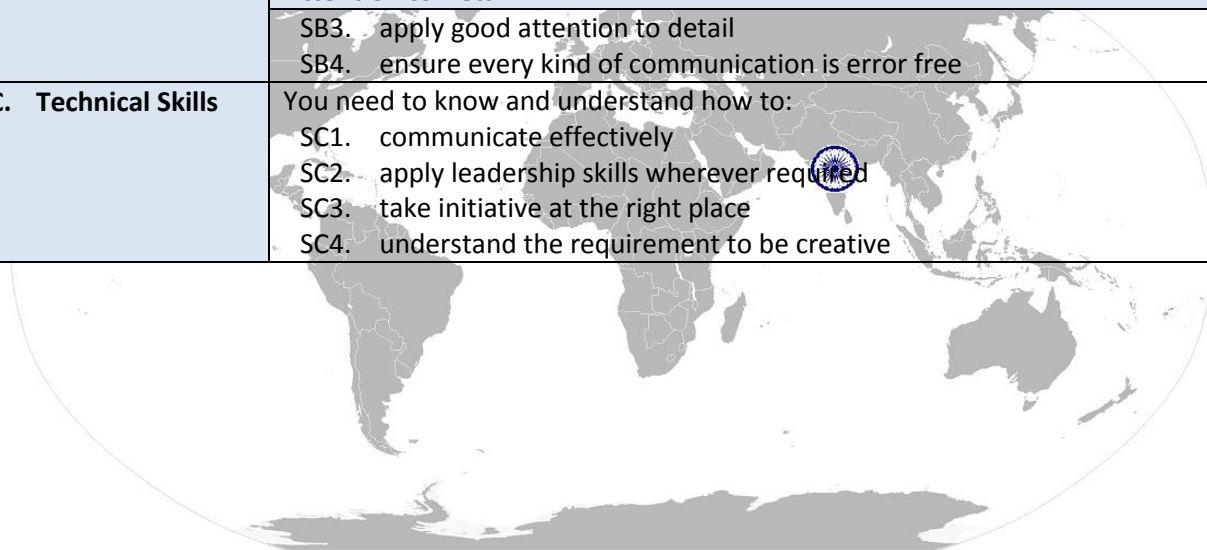
Working in a team

Unit Code	TSC/ N9002
Unit Title (Task)	Working in a team
Description	This unit is about working as a team member in the textile industry
Scope	This unit/task covers the following: <ul style="list-style-type: none"> ▪ commitment and trust ▪ communication ▪ adaptability ▪ creative freedom
Performance Criteria (PC) w.r.t. the Scope	
Elements	Performance Criteria
Commitment and trust	To be competent, you must be able to: PC1. be accountable to the own role in whole process PC2. perform all roles with full responsibility PC3. be effective and efficient at workplace
Communication	PC4. properly communicate about company policies PC5. report all problems faced during the process PC6. talk politely with other team members and colleagues PC7. submit daily report of own performance
Adaptability	PC8. adjust in different work situations PC9. give due importance to others' point of view PC10. avoid conflicting situations
Creative freedom	PC11. develop new ideas for work procedures PC12. improve upon the existing techniques to increase process efficiency
Knowledge and Understanding (K)	
A. Organizational Context (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. 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/	Writing Skills

TSC/N9002

Working in a team

Generic 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
	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
B. Professional Skills	You need to know and understand how to: SB1. identify the real reason of problem faced SB2. be able to find the most effective solution to the problems faced
	Attention to Detail
	SB3. apply good attention to detail SB4. ensure every kind of communication is error free
C. Technical Skills	You need to know and understand how to: SC1. communicate effectively SC2. apply leadership skills wherever required SC3. take initiative at the right place SC4. understand the requirement to be creative

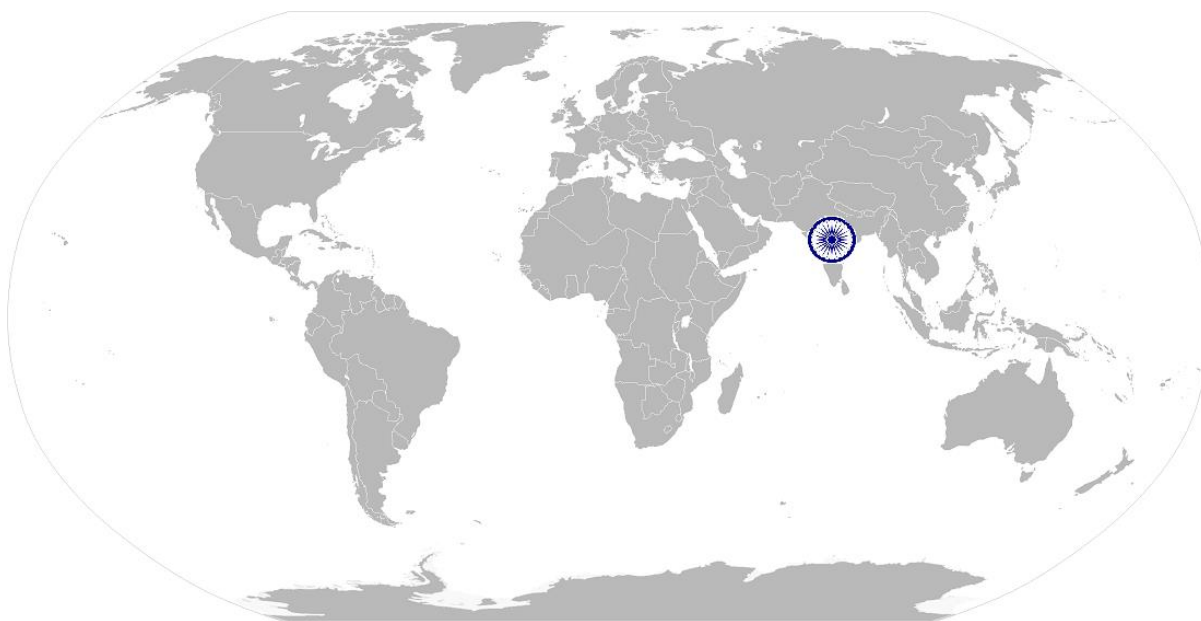


TSC/N9002

Working in a team

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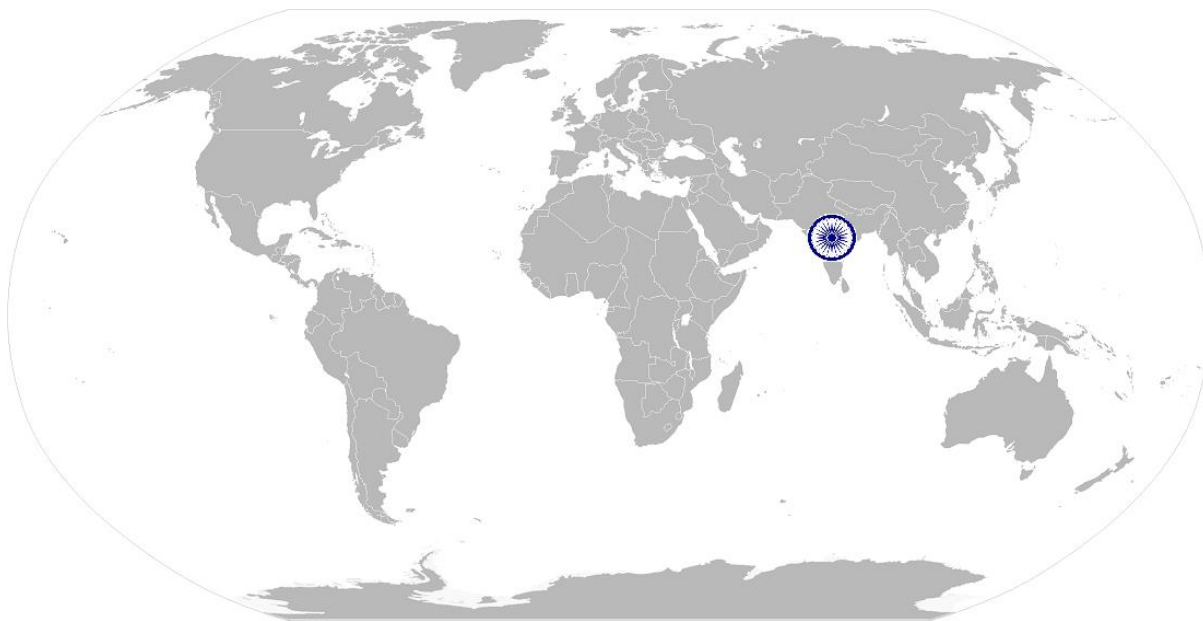
NOS Code	TSC/ N9002		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Weaving	Last reviewed on	21/1/15
Occupation	Weaving	Next review date	01/03/16



TSC/N9003

Maintain health, safety and security at work place

National Occupational Standard



Overview

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

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

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

TSC/N9003

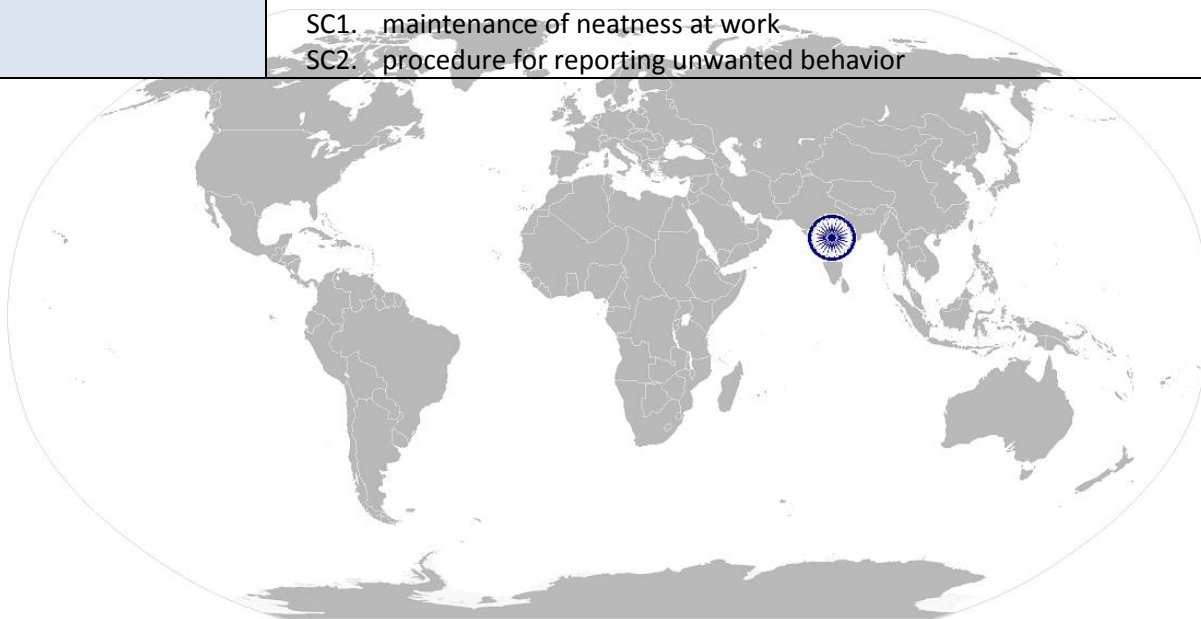
Maintain health, safety and security at work place

	ergonomic, chemical) of the industry PC20. recognise other possible security issues existing in the workplace
Planning the safety techniques	PC21. recognise different measures to curb the hazards
Implementing the programs	PC22. communicate the safety plan to everyone PC23. attach disciplinary rules with the implementation
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company/ organization and its processes)	You need to know and understand: KA1. Standard operating procedures (SOP) and regulations in a textile mill KA2. safe working practices to be adopted in textile mill KA3. quality systems and other processes practiced in the textile mill KA4. health and safety related practices applicable at the workplace KA5. potential hazards, risks and threats based on nature of operations KA6. organizational procedures for safe handling of equipment and machine operations KA7. potential risks due to own actions and methods to minimize these KA8. environmental management system related procedures at the workplace KA9. layout of the plant and details of emergency exits, escape routes, emergency equipment and assembly points KA10. potential accidents and emergencies and response to these scenarios KA11. reporting protocol and documentation required KA12. details of personnel trained in first aid, fire-fighting and emergency response KA13. actions to take in the event of a mock drills/ evacuation procedures or actual accident, emergency or fire
A. 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

TSC/N9003

Maintain health, safety and security at work place

	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
C. Technical Skills	Attention to Detail
	SB5. be attentive to details
	SB6. be careful to avoid occurrence of hazards
	You need to know and understand :
	SC1. maintenance of neatness at work SC2. procedure for reporting unwanted behavior

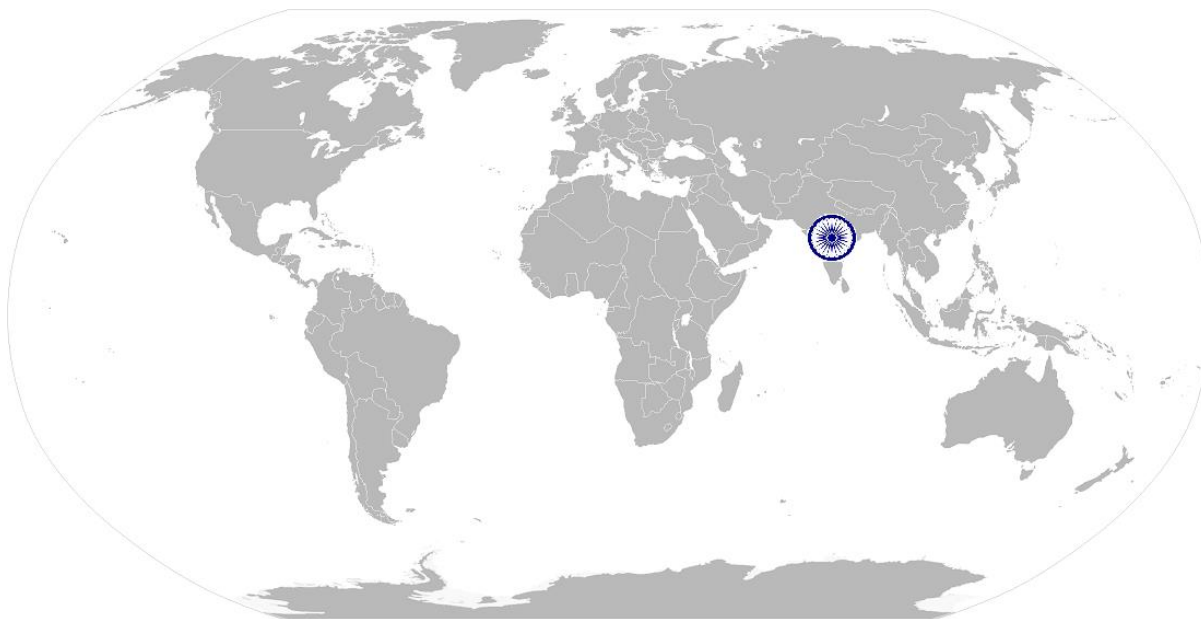


TSC/N9003

Maintain health, safety and security at work place

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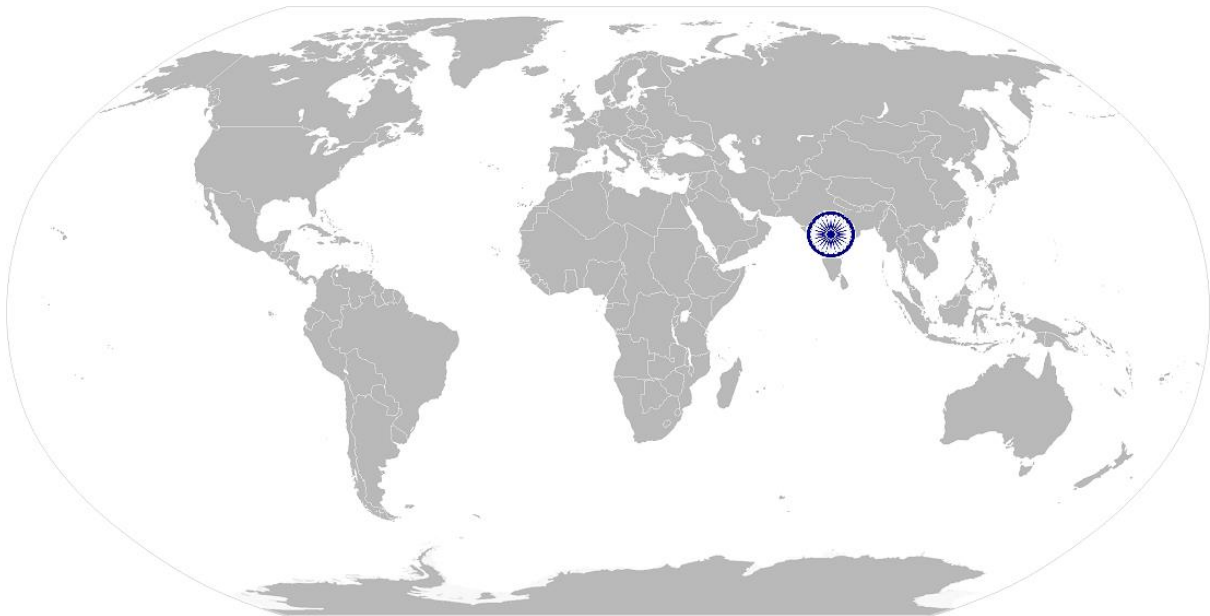
NOS Code	TSC/ N9003		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Weaving	Last reviewed on	21/1/15
Occupation	Weaving	Next review date	01/03/16



TSC/N 9004

Comply with industry and organisational requirements

National Occupational Standard



Overview

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

TSC/N 9004

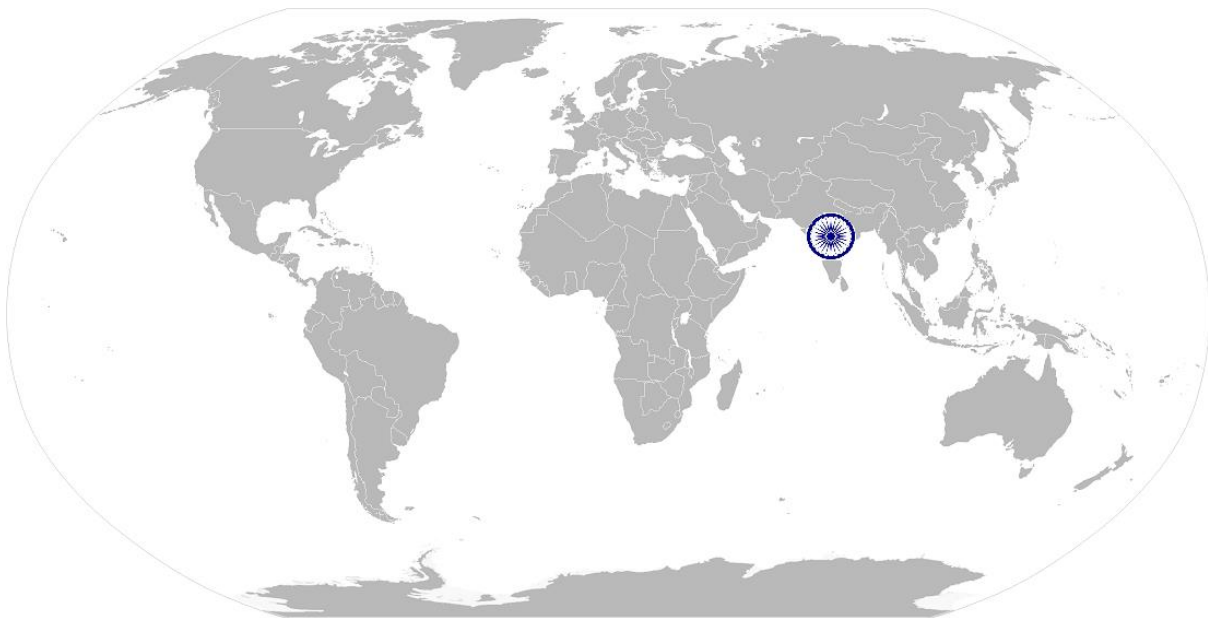
Comply with industry and organisational requirements

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	This unit/task covers the following: <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	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
	Organizational 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 organization 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	
	Reading Skills	
	You need to know and understand how to:	

TSC/N 9004

Comply with industry and organisational requirements

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

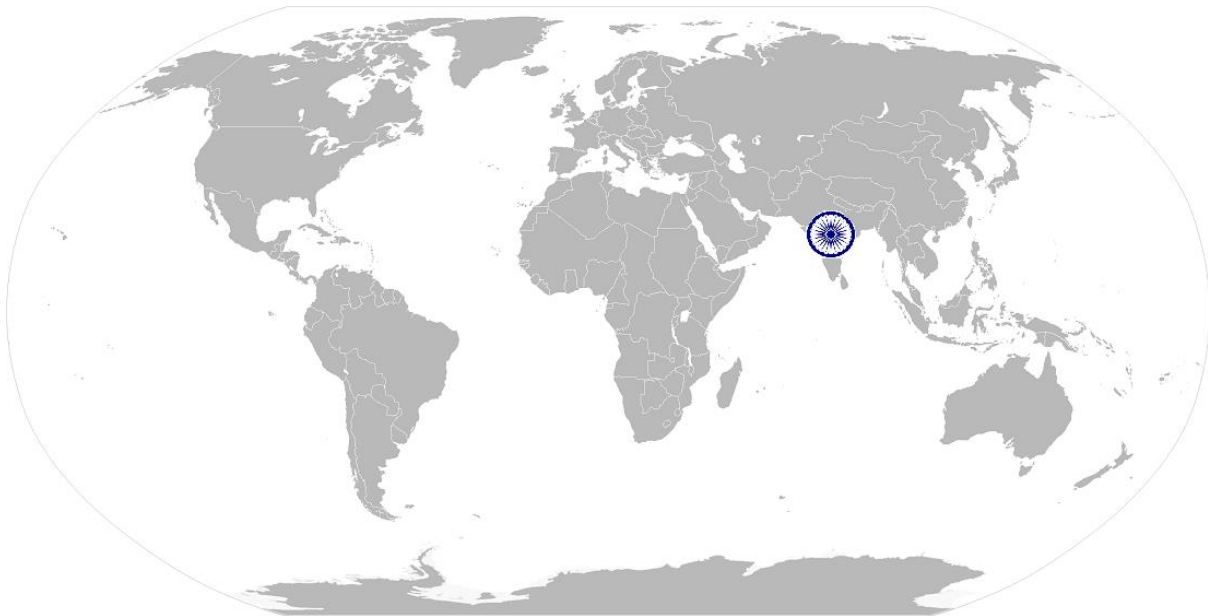


TSC/N 9004

Comply with industry and organisational 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	21/1/15
Occupation	Weaving	Next review date	01/03/16



Assessment Criteria

Job Role: Pirn Winding Machine Operator Qualification Pack: TSC/Q 2206 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/N2211 (Taking charge of shift and handing over shift to operator)	PC1. come at least 10 - 15 minutes earlier to the work spot	160	12	12	0	0
	PC2. meet the previous shift winder & discuss with him/ her regarding the issues faced by them with respect to the quality or production or spare or safety or any other specific instruction etc.		12	6	6	0
	PC3. check for the running condition of the pirn winding spindles		12	6	3	3
	PC4. check the running material & the count in the running spindles		12	6	3	3
	PC5. check the weft stock & the quality of the weft stock , to ensure whether the said stock is		12	8	4	0
	PC6. Enough to run the machines throughout the shift.		10	8	2	0
	PC7. check for the empty pirns on the magazines		10	6	4	0

Assessment Criteria

	PC8. check whether all the empty bobbins/ pirns are collected from the empty pirn box & also to ensure that the bunch waste in the said empty pirns are completely stripped		12	8	2	2
	PC9. check the cleanliness of the machines & other work areas		10	4	3	3
	PC10. Check whether any spare/raw material/ tool / fabric/ any other material are thrown under the machines or in the other work areas.		10	6	2	2
	PC11. Question the previous shift winder for any deviation in the above and should bring the same to the knowledge of his/ her shift superior as well that of the previous shift as well.		12	8	2	2
	PC12. hand over the shift to the incoming winder in a proper manner & get clearance from the incoming counterpart before leaving the work spot		12	8	3	1
	PC13. Report to his/ her shift superiors as well as that of the incoming shift, in case his/ her counterpart doesn't come for work, for the incoming shift. in that case, the shift has to be properly handed over to the incoming shift superior & get clearance from him/ her, before leaving the work spot		12	8	3	1
	PC14. report to his/ her shift superior about the quality / production / safety issues/ any other issue faced in his/ her shift and should leave the department only after getting concurrence for the same from his/ her superiors		12	6	3	3
			160	100	40	20

Assessment Criteria

	Total	Weight age %	19%	76%	5%	
2. TSC/N2212 (Operating Auto Pirn Winding Machine)	PC1. collect the empty pirns from the “ empty pirn boxes” kept on the looms to store the empty pirns falling after transfer of weft pirns effected through “ automatic weft replenishment “	340	10	6	2	2
	PC2. Ensure that there is no excess weft yarn than the bunch waste, left in the said empty pirns. The same has to be intimated to the higher authority, so that they can be arrested on the looms. And they said empty pirns with excess weft yarns ($\frac{1}{4}$ pirns & $\frac{1}{2}$ pirns) have to be run on the looms itself, without giving room for high wastage of yarn.		10	8	0	2
	PC3. See that the said empty pirns are left with 2- 3 meters of weft yarn (bunch waste), as otherwise, it illustrates that there was no bunch provided in the pirn winding.		10	8	0	2
	PC4. hand- strip the bunch waste from the collected empty pirns		10	5	5	0
	PC5. the stripped empty pirns to be filled in the magazine on the pirn winding machine		10	5	5	0
	PC6. Ensure the spindle numbers are written against each spindle.		8	4	2	2
	PC7. To ensure proper identification of the “material & the count”, to be run on each & every pirn winding spindle. either the same can be written on the corresponding spindles or boards with the said details can be hanged		10	5	5	0

Assessment Criteria

	against the individual spindles					
	PC8. Ensure that the full pirns after the pirn winding are dropped on the weft boxes kept below the respective pirn winding spindles.		8	3	3	2
	PC9. ensure that the full pirns from one spindle after winding don't fall on the box kept below the adjacent spindles		10	4	3	3
	PC10. Check the material & the count, in the cones / cheeses from the bags/ boxes before the same are fixed on the cone/cheese holders on the machine against the respective spindles.		8	4	2	2
	PC11. Ensure whether the auto bunching mechanism on the respective spindles is working properly.		10	8	0	2
	PC12. bring the weft yarn from the cones/ cheeses through the guides on the respective spindles .		10	4	4	2
	PC13. ensure that the initial threading is with proper bunch length only		10	8	0	2
	PC14. The weft breakage has to be attended using "knotters "or by ensuring tiny hand knots.		8	6	2	0
	PC15. For any abnormal thread breakage, the same has to be brought to the notice of higher authority.		10	8	2	0
	PC16. the produced weft pirns have to be taken to the loom shed in different boxes depending on the material and the count., to ensure " no weft mix-up"		10	8	2	0

Assessment Criteria

	PC17. The said weft pirns have to be stored on the pirn boxes kept on the respective looms.		10	8	2	0
	PC18. Use weft pirns kept on the boxes on the respective looms only, to fill the batteries on the corresponding looms.		10	6	4	0
	PC19. should pull about 2 meters of weft in the pirns in the right hand & hold around 4 - 5 pirns at a time in the left hand		10	6	4	0
	PC20. Press the pirn head of the pirns in space in the battery disc one by one and press the tips of the pirns in the aligned path of the pirn holders.		8	4	2	2
	PC21. and then, should win the pirn threads in the battery umbrella , anti clock		8	4	2	2
	PC22. A board to be hanged/ kept in the winding department and the following details to be written on the same. <ul style="list-style-type: none"> • spindle number • material type (cotton/ viscose/ polyester / p.c./ other etc) running on the respective spindle • material classification (o. e/ ring sun carded/ ring spun combed/ ring spun compact/other etc. running on the respective spindle • count running on the respective spindle • the loom number against the respective spindle 		8	4	2	2
	PC23. Ensure that stripping of empty pirns is done by hands only. and no knife to be used, as it will damage the empty pirns themselves		8	4	2	2

Assessment Criteria

	PC24. Ensure that the empty pirns are in good condition in respect to both head & tip.		8	4	2	2
	PC25. Ensure that brass wrapper in the empty pirn is in good condition. Whenever new empty pirns are engaged, to see that the brass port in is buffed properly using sand emery.		8	4	2	2
	PC26. While collecting empty pirns, from the looms, to see that no broken empty pirn/ full pirn is there. Accordingly, the same has to be brought to the notice of the higher authority.		8	4	2	2
	PC27. Clean the machine & the pirn winding area at least twice in a shift, so that the same are kept neat & clean all the time.		10	6	2	2
	PC28. collect the waste wound on the umbrella of the loom batteries at the end of the shift		10	6	2	2
	PC29. weigh the battery waste & bunch waste separately and the same has to be recorded in the note kept for it		8	4	4	0
	PC30. the said waste has to be stored separately in the places earmarked		8	3	5	0
	PC31. Tie the "waste bag" & all the waste generated by the winders are collected in the said waist bag, which can be ultimately disposed in the places/ bins provided, at the end of the shift.		8	3	5	0
	PC32. should ensure that the correct weft yarn, as per the "loom card" only is used		8	2	6	0
	PC33. See that the weft yarn is completely used, without giving room for additional wastage of raw materials. For any quality issue or defective		8	4	4	0

Assessment Criteria

	cone etc., the same has to be brought to the notice of the superiors.					
	PC34. Give preference to safety. Should not enter the area, where he/ she are not allowed. should not do a job in which training has not being given		10	3	7	0
	PC35. Ensure that no raw material/ cloth/ spare/ tool / any other material is thrown under/ near the machines or in the other work areas.		8	3	5	0
	PC36. Check for the reasons for the frequent weft breaks. The reasons that could be corrected by him/ herself should be corrected.		8	1	6	1
	PC37. otherwise, the same has to be reported to the mechanics/ fitters/ superiors		8	1	6	1
	PC38. to write log book , for the following <ul style="list-style-type: none"> • spindle problem for bunch or non functioning of spindle • spare breakage • other machine complaint • material complaint for poor performance or damage • pirn breakages (loom wise) • pirn breakage in pirn winding 		8	4	4	0
			340	182	117	41
	Total	Weight age %		54%	34%	12%
3. TSC/N 9001 (Maintaining work area, tools and machines)	PC1. handle materials, machinery, equipment and tools with care and use them in the correct way	50	4	1	2	1
	PC2. use correct lifting and handling procedures		4	1	2	1
	PC3. use materials to		3	1	1	1

Assessment Criteria

	minimize waste					
	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	Weight age %		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		4	1	1	2

Assessment Criteria

	team members and colleagues					
	PC7. submit daily report of own performance		5	2	2	1
	PC8. adjust in different work situations		4	2	1	1
	PC9. give due importance to others' point of view		4	1	1	2
	PC10. avoid conflicting situations		4	1	2	1
	PC11. develop new ideas for work procedures		4	1	2	1
	PC12. improve upon the existing techniques to increase process efficiency		4	1	2	1
			50	17	17	16
	Total	Weight age %		34%	34%	32%
5. TSC/N 9003 (Maintain health, safety and security at work place)	PC1. Comply with health and safety related instructions applicable to the workplace	100	5	2	2	1
	PC2. Use and maintain personal protective equipment as per protocol		5	2	2	1
	PC3. Carry out own activities in line with approved guidelines and procedures		4	2	1	1
	PC4. Maintain a healthy lifestyle and guard against dependency on intoxicants		4	2	1	1
	PC5. Follow environment management system related procedures		4	2	1	1
	PC6. Identify and correct (if possible) malfunctions in machinery and equipment		5	2	2	1
	PC7. Report any service malfunctions that cannot be rectified		4	2	1	1
	PC8. Store materials and equipment in line with manufacturer's and organizational requirements		4	1	2	1
	PC9. Safely handle and move		4	1	2	1

Assessment Criteria

waste and debris				
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
PC16. Undertake first aid, fire-fighting and emergency response training, if asked to do so	5	2	2	1
PC17. Take action based on instructions in the event of fire, emergencies or accidents	5	2	2	1
PC18. Follow organization procedures for shutdown and evacuation when required	4	2	1	1
PC19. identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry	4	2	1	1
PC20. recognize other possible security issues existing in the workplace	4	2	1	1
PC21. recognize different measures to curb the hazards	4	2	1	1
PC22. communicate the safety plan to everyone	4	2	1	1
PC23. attach disciplinary rules	4	2	1	1

Assessment Criteria

		with the implementation						
				100	43	34	23	
		Total	Weight age %		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 organizational standards			4	2	1	1	
	PC10. implement them in your performance			4	1	2	1	
	PC11. motivate others to follow them			3	1	1	1	
	PC12. know the industry standards			4	3	1	0	
	PC13. align them with organization standards			4	2	1	1	
				50		18	19	13
			Total	Weight age %		36%	38%	26%
Total				750	373	247	130	
Grand Total				750				