

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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**Sector: TEXTILE**

**SUB-SECTOR: WEAVING**

**OCCUPATION: Weaving**

**REFERENCE ID: TSC/Q 2201**

**ALIGNED TO: NCO-2004 /  7432.55**

**Brief Job Description:** An operator of an Automatic Shuttle Loom, is a job-role in the weaving department. The responsibility of the operator of the loom is to run the loom efficiently so as to get maximum output with minimum defects, giving due importance to safety and environment aspects.

**Personal Attributes:** An Automatic Shuttle Loom operator 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).

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**Introduction**

**Qualifications Pack – Automatic Shuttle Loom Operator**

**Sector: Information technology- INFORMATION TECHNOLOGY enabled SERVICES (IT-ITeS)ces Helpdesk Attendant**

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| --- | --- | --- |
| Job Details | **Qualifications Pack Code** | **TSC/Q 2201** |
| **Job Role** | **Automatic Shuttle Loom Operator** |
| **Credits (NSQF)** | **TBD** | **Version number** | **1.0** |
| **Sector** | **Textile**  | **Drafted on**  | **15/12/14** |
| **Sub-sector** | **Weaving** | **Last reviewed on** | **21/01/15** |
| **Occupation** | **Weaving** | **Next review date** |  |

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| --- | --- |
| **Job Role** | **Automatic Shuttle Loom Operator** |
| **Role Description** | To run automatic shuttle loom efficiently so as to get maximum output with minimum defects, giving due importance to safety & environmental aspects. |
| **NSQF level****Minimum Educational Qualifications****Maximum Educational Qualifications** | 4 |
| Preferably Class 10th NA |
| **Training**(Suggested but not mandatory) | Preferably training in weaving department. |
| **Experience** | Not essential  |
| **National Occupational Standards (NOS)**  | **Compulsory:**1. [TSC/ N2201 Taking charge of shift and handing over shift to operator](#_TSC/_N0101)
2. TSC/N2202 Running automatic shuttle loom
3. [TSC/ N9001 Maintain work area,tools and machines](#_This_unit_is_3)
4. [TSC/ N9002 Working in a team](#_This_unit_is_3)
5. [TSC/ N9003 Maintain health, safety and security at workplace](#_This_unit_is_4)
6. [TSC/ N9004 Comply with industry and organizational requirement](#_This_unit_is_5)

**Optional:**Not Applicable |
| **Performance Criteria** | As described in the relevant OS units |

# Glossary of Key Terms

**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 asa 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. |
| **Acronyms** | **Keywords /Terms** | **Description** |
| SSC | Sector Skill Council |
| OS | Occupational Standard(s) |
| NOS | National Occupational Standard(s) |
| QP | Qualifications Pack |
| UGC | University Grants Commission |
| MHRD | Ministry of Human Resource Development |
| MoLE | Ministry of Labor and Employment |
| NVEQF | National Vocational Education Qualifications Framework |
| NVQF | National Vocational Qualifications Framework |

**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/ N2201** |
| **Unit Title**National Occupational Standard**(Task)** | Taking charge of shift and handing over shift to operator |
| **Description** | This unit is about taking charge of shift from previous shift weaver and relieving the responsibilities to the next shift weaver |
| Scope | **This unit/task covers the following:*** To take charge of shift from previous shift weaver
* To hand over the shift to next shift weaver
 |
| **Performance Criteria (PC) w.r.t. the Scope** |
| **Elements** | **Performance Criteria** |
| Take charge of the shift | To be a competent you must be able to :1. come atleast 10 - 15 minutes earlier to the work spot
2. bring the necessary operational tools like " weavers' hook", " knife" etc.
3. meet the previous shift weaver , 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.
4. check for the availability of the weft & the condition of the same
5. check the condition of the running beams , for cross ends, ends pulling out particularly at the selvedges
6. check the availability of the " thrums" , quality & condition of the same
7. check the cloth for the running damages like end out, wrong drawing, wring denting, double end, reed mark, temple cut/ temple mark, let- off mark, take up fault, oil stain, hole, cloth torn, weft catching, weft lashing in etc.
8. check for the size of the cloth rolls & to see whether any indication is there in the cloth rolls
9. check the cleanliness of the machines & other work areas
10. check whether any spare/raw material/ tool / fabric/ any other material is thrown under the machines or in the other work areas.
11. question the previous shift weaver 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.
 |
| Handing over the Shift | 1. hand over the shift to the incoming weaver in a proper manner & get clearance from the incoming counterpart before leaving the work spot
2. report to his/ her shift superiors as well as that of the incoming shift, in case his/ her counterpart doesn't report 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
3. 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
 |
| **Knowledge and Understanding (K)** |
| 1. **Organizational Context** (Knowledge of the company/ organization and its processes)
 | The individual on the job needs to know and understand: 1. the organization's policies & procedures and its process
2. should have an awareness, knowledge of customers
3. potential hazards associated with the machines and the safety precautions must be taken
4. protocol to obtain more information on work related tasks
5. contact person in case of queries on procedure or products and for revolving issues related to defective machines, tools, materials & equipments
6. details of the various job rolls & responsibilities
7. documentation and reporting formats
8. work targets & review machine with superiors
9. protocol and format for reporting work related risks/ problems
10. method of obtaining /giving feed back with respect to performance
11. importance of team work .harmonious working relationships
12. process for offering /obtaining work related assistance
13. responsibilities under health, safety and environmental legislation
14. guidelines for storage & disposal of waste materials
 |
| 1. **Technical/Domain Knowledge of product**
 | The user/individual on the job needs to know and understand: 1. the minimum quality requirements of the product with respect to permissible/non-permissible defects
2. fabric quality particulars such as ends & picks per inch, width, products weave etc.
 |
| About the Raw materials  | 1. yarns from natural fibres - cotton, silk, wool
2. yarns from man made fibres - polyester, nylon, viscose
3. blended yarns - polyester cotton, polyester viscose
 |
| About different types of Looms | 1. hand loom
2. power loom - conventional loom
3. auto loom - shuttle looms
4. shuttleless looms - rapier , projectile , airjet, waterjet
5. tappet loom/ cam loom/ crank loom , dobby loom, jacquard loom
 |
| About types of weave | 1. plain weave, twill , drill, plain satin, stripe satin , dobby designs , jacquard designs
 |
| Causes for fabric defects: due to weaver,due to loom, due to other reasons | 1. wrong drawing , wrong denting, end out , double end, broken pick, double pick, missing pick, hand stain , hole, wrong weft, bad selvedge,
2. end out, let-off, take- up problem, temple mark, temple cut, emery hole/ emery cut/ emery mark, broken pick, missing pick, double pick, short pick, snarls, impression mark, oil stain, lashing in, weft catching, selvedge cut, loops, weft stitches, warp stitches, bumping mark, weft crack, cloth torn , bad shedding, warp floats, weft floats, reed mark, bad selvedge, starting mark, thin & thick place , hair line crack,
3. weaving faults - thin place, thick place, neps, kitties, contamination, colour flies, yarn variation, shade variation
4. sizing faults - shade variation, size patches, sizing oil, bead formation,
5. weaving faults - wrong weft, wrong pattern, less width, low epi, low ppi, wrong warp,
 |
| Inspection Standard | 1. four point american system

below 3" - 1 point between 3" to 6 " - 2 points between 6" to 9" - 3 points above 9" - 4 points |
| British System of grading Cuttable Faults, Warp Way Continuous Faults, Specification Deviations | 1. a grade - no cuttable faults, no warp way continuous faults, no 3 major faults, 15 minor points
2. b grade - rejection . deviation from a grade
3. cuttable faults ; hole, let - off, take - up, selvedge cut, weft crack, cloth torn, wrong pattern, bad shedding, size patches , sizing oil, bead formation, wrong weft,
4. major faults : wrong drawing, wrong denting, end out, double end, temple mark, temple cut, emery hole, emery cut, emery mark, impression mark, guide tooth mark, under tuck in, tails, warp stitches , warp floats, reed mark, bad selvedge, yarn variation, shade variation,
5. cloth width - no minus is accepted & no excess above 0.5" is accepted
6. ends per inch - plus or minus 2 is accepted
7. picks per inch - plus or minus 1
 |
| American System | 1. a grade - no cuttable faults, no warp way continuous faults, no of grading export specification deviation. maximum 15 points for 100 square meter standard – piece
2. b grade - rejection . deviation from a grade lengths
3. between 40 mtrs to 79.75 mtrs - 20% to variation from buyer to buyer)
4. above 80 mtrs - 80%
 |
| Safety Mechanism | 1. should know the safety mechanisms of the machines & should ensure that the same are in order
2. should know about the stop motions & should ensure that the same are in order
3. should know about the indication lamps & should ensure that the same are in order
 |
| Machine Operators | 1. should know about the functional operations of the machines, where he/she is working
 |
| **Skills (S) w.r.t the Scope** |
| 1. **Core Skills/ Generic Skills**
 | **Writing Skills** |
| You need to know and understand how to:1. write in basic language
 |
| **Reading Skills** |
| You need to know and understand how to:1. comprehend written instructions
 |
| 1. **Professional Skills**
 | On the job the individual should be able to: 1. read, write and communicate orally in local language
2. plan and manage work routine based on instructions from supervisor
3. 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
4. participate in the " quality circles" that will be formed by
5. the superiors
6. should extend voluntary supports and adapt to the various procedures that
7. will be adopted by the company with respect to compliances for the different certifications like " iso 9001", " iso 14001", sa 8001" ,gots certification " fair trade " etc.
 |
| 1. **Technical Skills**
 | **Weaver’s Knot** |
| On job the individual should be able to achieve the following skills : 1. one should put a minimum of 15 knots/ minute
 |
| **Battery Filling** |
| 1. should be able to fill around 24 pirns in a battery in a maximum period of 2 minutes
 |
| **Attending to Warp/ Weft Break** |
| 1. one should attend battery filling with proper pick finding in 30 seconds
2. 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** |
| 1. should be able to weave fabric free from " weaver oriented damages " such as " wrong drawing" , " wrong denting” " end out " " double end" etc.
 |

**NOS Version Control**

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| --- | --- |
| **NOS Code** | **TSC/ N2201** |
| **Credits (NSQF)****[*OPTIONAL*]** | **TBD** | **Version number** | **1.0** |
| **Industry** | **Textile** | **Drafted on**  | **15/12/14** |
| **Industry Sub-sector** | **Weaving** | **Last reviewed on** | **21/01/15** |
| **Occupation** | **Weaving** | **Next review date** |  |

**National Occupational Standard**

**Overview**

**This unit provides performance criteria, knowledge & understanding and skills & abilities required to run an automatic shuttle loom, by attending to warp breakages, weft breakages so as to get maximum output & minimum defects.**

|  |  |
| --- | --- |
| **Unit Code** | **TSC/ N2202** |
| **Unit Title**National Occupational Standard**(Task)** | Running automatic shuttle loom  |
| **Description** | This unit provides performance criteria, knowledge & understanding and skills & abilities required to run an automatic shuttle loom, by attending to warp breakages, weft breakages so as to get maximum output & minimum defects. |
| Scope | **This unit/task covers the following:-*** Weaver’s knot
* Feeding / Replacing sliver can
* Attending to Weft Break
* Battery Filling
* Other Work Practices
 |
| **Performance Criteria (PC) w.r.t. the Scope** |
| **Elements** | **Performance Criteria** |
| Weaver’s knot | To be a competent you must be able to :PC1. make tiny & firm weaver's knots  |
| Feeding / Replacing sliver can | 1. find out broken warp ends
2. find out the location of the broken end, by bringing the hands under the dropper bars , with mechanical droppers .
3. detect the location using the indication lamp & by bringing the hands over the droppers, with electrical warp stop motion
4. mend the broken warp end in the sized beams with the thrums of the same count of the sized beams, using " weavers ' knots"
5. draw the mended warp yarn through the healds properly ,as per the drawing order prescribed
6. draw the mended warp yarn through the reed dent, properly, as per the denting order prescribed
7. see that the sley has been brought to the back centre
8. see that the shuttle is inserted fully in the shuttle box
9. run the loom by pulling the starting handle with full torque
 |
| Attending to Weft Break | 1. see that the sley has to be brought the back centre
2. take out shuttle from shuttle box
3. do pick finding
4. find out the last pick inserted in the produced cloth
5. tie sley to the back centre, after doing the pick finding
6. insert shuttle into the correct box as per the pick finding done
7. see that the shuttle is inserted fully in the shuttle box
8. bring the loom to the front centre to see that there is no gap between the reed & the fell of the cloth. accordingly take up should be adjusted
9. bring back sley to centre
10. see that the shuttle is inserted fully in the shuttle box
11. run the loom by pulling the starting handle with full torque
 |
| Battery Filling | 1. pull about 2 mtrs of weft in the pirns in the right hand & hold around 4 - 5 pirns at a time in the left hand
2. 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 , then wind the pirn threads in the battery umbrella , anti clock wise.
 |
| Other Work Practices | 1. correct the fabric defects like wrong drawing, wrong denting , end out, double end etc., immediately and also ensure that the other fabric defects too are corrected at the earliest, before continuing further production.
2. clean the machines & work area, so as to ensure good working atmosphere, without damaging the fabrics in the looms where the cleaning work is carried out as well as in the adjacent & opposite looms . should not misuse “ air”. can use air for cleaning, only in the areas, where it is allowed
3. " unweave " the same in case of any floats
4. run the machine without " starting mark or crack"
5. ensure that the loose threads are hanged in higher length ( not more than 4 mm) . accordingly, and trimmed, after attending to the warp breaks.
6. patrol the machines and do mending so as to minimise the stoppages
7. tie the " waist bag" & all the waste generated by the weavers are collected in the said waist bag, which can be ultimately disposed in the places/ bins provided, at the end of the shift.
8. ensure that the correct weft yarn, as per the " loom card" only is used
9. see that the weft yarn is completely used , without giving room for 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.
10. Avoid pulling out warp ends unnecessarily. if end is getting cut often in the selvedges , the same has to be brought to the notice of the mechanics/ fitters/ superiors & get it corrected
11. ensure that all the stop motions, preventive mechanisms etc., function properly
12. ensure correct quality of thrums are there & see that the same are properly tied
13. check the knotted loom for knotting quality etc. double ends have to be removed should report to superiors for any deviation in the same & for any other quality issue
14. ensure that his/ her looms are stopped for a minimum possible down time due to whatever reason & see that he/ she gets maximum outputs in his/ her shift
15. check the fabrics for the defects atleast twice in a shift and sign on the cloth in both times
16. ensure that cloth rolls are doffed whenever/ wherever necessary
17. give preference to safety . should not enter the area, where he/ she is not allowed. should not do a job in which training has not being given
18. ensure that no raw material/ cloth/ spare/ tool / any other material is thrown under/ near the machines or in the other work areas.
19. check for the reasons for the frequent warp/ weft breaks . the reasons that could be corrected by himself/ herself should be corrected. otherwise, the same has to be reported to the mechanics/ fitters/ superiors
 |
| **Knowledge and Understanding (K)** |
| 1. **Organizational Context** (Knowledge of the company/ organization and its processes)
 | The individual on the job needs to know and understand: 1. the organization's policies & procedures and its process
2. should have an awareness, knowledge of customers
3. potential hazards associated with the machines and the safety precautions must be taken
4. protocol to obtain more information on work related tasks
5. contact person in case of queries on procedure or products and for revolving issues related to defective machines, tools, materials & equipments
6. details of the various job rolls & responsibilities
7. documentation and reporting formats
8. work targets & review machine with superiors
9. protocol and format for reporting work related risks/ problems
10. method of obtaining /giving feed back with respect to performance
11. importance of team work .harmonious working relationships
12. process for offering /obtaining work related assistance
13. responsibilities under health, safety and environmental legislation
14. guidelines for storage & disposal of waste materials
 |
| 1. **Technical/Domain Knowledge of product**
 |  The user/individual on the job needs to know and understand: 1. the minimum quality requirements of the product with respect to permissible/non-permissible defects
2. fabric quality particulars such as ends & picks per inch, width, products weave etc.
 |
| About the Raw materials  | 1. yarns from natural fibres - cotton, silk, wool
2. yarns from man made fibres - polyester, nylon, viscose
3. blended yarns - polyester cotton, polyester viscose
 |
| About different types of Looms | 1. hand loom
2. power loom - conventional loom
3. auto loom - shuttle looms
4. shuttleless looms - rapier , projectile , airjet, waterjet
5. tappet loom/ cam loom/ crank loom , dobby loom, jacquard loom
 |
| About types of weave | 1. plain weave, twill , drill, plain satin, stripe satin , dobby designs , jacquard designs
 |
| Causes for fabric defects: due to weaver,due to loom, due to other reasons | 1. wrong drawing , wrong denting, end out , double end, broken pick, double pick, missing pick, hand stain , hole, wrong weft, bad selvedge,
2. end out, let-off, take- up problem, temple mark, temple cut, emery hole/ emery cut/ emery mark, broken pick, missing pick, double pick, short pick, snarls, impression mark, oil stain, lashing in, weft catching, selvedge cut, loops, weft stitches, warp stitches, bumping mark, weft crack, cloth torn , bad shedding, warp floats, Weft Floats, Reed Mark, Bad Selvedge, Starting Mark, Thin & Thick Place , Hair line crack,
3. weaving faults - thin place, thick place, neps, kitties, contamination, colour flies, yarn variation, shade variation
4. sizing faults - shade variation, size patches, sizing oil, bead formation,
5. weaving faults - wrong weft, wrong pattern, less width, low epi, low ppi, wrong warp,
 |
| Inspection Standard | 1. four point american system

below 3" - 1 point between 3" to 6 " - 2 points between 6" to 9" - 3 points above 9" - 4 points |
| British System of grading Cuttable Faults, Warp Way Continuous Faults, Specification Deviations | 1. a grade - no cuttable faults, no warp way continuous faults, no 3 major faults, 15 minor points
2. B grade - rejection . deviation from a grade
3. cuttable faults ; hole, let - off, take - up, selvedge cut, weft crack, cloth torn, wrong pattern, bad shedding, size patches , sizing oil, bead formation, wrong weft,
4. major faults : wrong drawing, wrong denting, end out, double end, temple mark, temple cut, emery hole, emery cut, emery mark, impression mark, guide tooth mark, under tuck in, tails, warp stitches , warp floats, reed mark, bad selvedge, yarn variation, shade variation,
5. cloth width - no minus is accepted & no excess above 0.5" is accepted
6. ends per inch - plus or minus 2 is accepted
7. picks per inch - plus or minus 1
 |
| American System | 1. A Grade - No Cuttable Faults, No Warp Way Continuous Faults, No of grading Export Specification Deviation. Maximum 15 points for 100 Square meter Standard – Piece
2. B Grade - Rejection . Deviation from A Grade Lengths
3. between 40 mtrs to 79.75 mtrs - 20% to variation from buyer to buyer)
4. above 80 mtrs - 80%
 |
| Safety Mechanism | 1. should know the safety mechanisms of the machines & should ensure that the same are in order
2. should know about the stop motions & should ensure that the same are in order
3. should know about the indication lamps & should ensure that the same are in order
 |
| Machine Operators | 1. should know about the functional operations of the machines, where he/she is working
 |
| **Skills (S) w.r.t the Scope** |
| 1. **Core Skills/ Generic Skills**
 | **Writing Skills** |
| You need to know and understand how to:1. write in simple language
 |
| **Reading Skills** |
| You need to know and understand how to:1. comprehend written instructions
 |
| 1. **Professional Skills**
 | On the job the individual should be able to: 1. read, write and communicate orally in local language
2. plan and manage work routine based on instructions from supervisor
3. 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
4. participate in the " quality circles" that will be formed by the superiors
5. should extend voluntary supports and adapt to the various procedures that
6. will be adopted by the company with respect to compliances for the different certifications like " iso 9001", " iso 14001", sa 8001",GOTS certification " fair trade " etc.
 |
| 1. **Technical Skills**
 | **Weaver’s Knot** |
| On job the individual should be able to achieve the following skills : 1. one should put a minimum of 15 knots/ minute
 |
| **Battery Filling** |
| 1. should be able to fill around 24 pirns in a battery in a maximum period of 2 minutes
 |
| **Attending to Warp/ Weft Break** |
| 1. one should attend battery filling with proper pick finding in 30 seconds
2. 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** |
| 1. should be able to weave fabric free from " Weaver oriented damages " such as " Wrong Drawing" , " Wrong Denting” " End Out " " Double End" etc.
 |

**NOS Version Control**

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| **NOS Code** | **TSC/ N2202** |
| **Credits (NSQF)****[*OPTIONAL*]** | **TBD** | **Version number** | **1.0** |
| **Industry** | **Textile** | **Drafted on**  | **15/12/14** |
| **Industry Sub-sector** | **Weaving** | **Last reviewed on** | **21/01/15** |
| **Occupation** | **Weaving** | **Next review date** |  |

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**National Occupational Standard**

**Overview**

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

|  |  |
| --- | --- |
| **Unit Code**National Occupational Standard | **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 | **Proper maintaining of work area and activities** |
| **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:1. handle materials, machinery, equipment and tools with care and use them in the correct way
2. use correct lifting and handling procedures
3. use materials to minimize waste
4. maintain a clean and hazard free working area
5. maintain tools and equipment
6. carry out running maintenance within agreed schedules
7. carry out maintenance and/or cleaning within one’s responsibility
8. report unsafe equipment and other dangerous occurrences
9. ensure that the correct machine guards are in place
10. work in a comfortable position with the correct posture
11. use cleaning equipment and methods appropriate for the work to be carried out
12. dispose of waste safely in the designated location
13. store cleaning equipment safely after use
14. carry out cleaning according to schedules and limits of responsibility
 |
| **Knowledge and Understanding (K)** |
| 1. **Organizational Context** (Knowledge of the company/ organization and its processes)
 | You need to know and understand:1. personal hygiene and duty of care
2. safe working practices and organisational procedures
3. limits of your own responsibility
4. ways of resolving with problems within the work area
5. the production process and the specific work activities that relate to the whole process
6. the importance of effective communication with supervisors
7. the lines of communication, authority and reporting procedures
8. the organisation’s rules, codes and guidelines (including timekeeping)
9. the company’s quality standards
10. the importance of complying with written instructions
11. equipment operating procedures / supervisor’s instructions
 |
| 1. **Technical Knowledge**
 | You need to know and understand:1. work instructions and specifications and interpret them accurately
2. relation between work role and the overall manufacturing process
3. hazards likely to be encountered when conducting routine maintenance
4. the importance of taking action when problems are identified
5. different ways of minimising waste
6. the importance of running maintenance and regular cleaning
7. effects of contamination on products i.e. machine oil, dirt, foreign materials
8. common faults with equipment and the method to rectify
9. maintenance procedures
10. different types of cleaning equipment and substances and their use
11. safe working practices for cleaning and the method of carrying them out
 |

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| **Skills (S)** |
| 1. **Core Skills/ Generic Skills**
 | **Writing Skills** |
| You need to know and understand how to:1. write in simple launguage
 |
| **Reading Skills** |
| You need to know and understand how to:1. comprehend written instructions
2. read any application sent by other colleagues
 |
| **Oral Communication (Listening and Speaking skills)** |
| You need to know and understand how to:1. Communicate effectively in local language
2. communicate with supervisor appropriately
3. talk to others to convey information effectively
 |
| 1. **Professional Skills**
 | **Problem Solving** |
| You need to know and understand how to:1. identify the real reason of problem faced
2. apply problem-solving approaches in different situations
3. refer anomalies to the supervisor
4. seek clarification on problems from others
 |
| **Attention to Detail** |
| You need to know and understand how to:1. apply good attention to detail
2. check your work is complete and free from errors
3. make sure every kind of communication is error free
 |
| 1. **Technical Skills**
 | You need to know and understand :1. communicate effectively
2. apply leadership skills wherever required
3. take initiative at the right place
4. understand the requirement to be creative
 |

**NOS Version Control**

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| **NOS Code** | **TSC/ N9001** |
| **Credits (NSQF)****[*OPTIONAL*]** | **TBD** | **Version number** | **1.0** |
| **Industry** | **Textile** | **Drafted on**  | **15/12/14** |
| **Industry Sub-sector** | **Weaving** | **Last reviewed on** | **21/01/15** |
| **Occupation** | **Weaving**  | **Next review date** |  |

**National Occupational Standard**

**Overview**

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

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| **Unit Code** | **TSC/ N9002** |
| **Unit Title**National Occupational Standard**(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:1. be accountable to the own role in whole process
2. perform all roles with full responsibility
3. be effective and efficient at workplace
 |
| Communication | 1. properly communicate about company policies
2. report all problems faced during the process
3. talk politely with other team members and colleagues
4. submit daily report of own performance
 |
| Adaptability | 1. adjust in different work situations
2. give due importance to others’ point of view
3. avoid conflicting situations
 |
| Creative freedom | 1. develop new ideas for work procedures
2. improve upon the existing techniques to increase process efficiency
 |
| **Knowledge and Understanding (K)** |
| 1. **Organizational Context**
 | You need to know and understand:1. general rules and regulations in a textile mill
2. procedure followed to get the final output in the mill
3. safe working practices to be adopted in textile mill
4. reporting to the supervisor or higher authority about any grievances faced
 |
| 1. **Technical Knowledge**
 | 1. the importance of the previous and next step of the process
2. process flow in a textile mill and the concerned workers
3. material flow in a textile mill and the required person
4. functions of different parts of the machine
5. tools and equipments used
6. guidelines for operating the machine
7. safety procedures to be followed in the machine
 |
| **Skills (S)** |
| 1. **Core Skills/ Generic Skills**
 | **Writing Skills** |
| You need to know and understand how to:1. write in simple language
2. write daily work report
3. write grievance complaint application
 |
| **Reading Skills** |
| 1. comprehend written instructions
2. read any application sent by other colleagues
 |
| **Oral Communication (Listening and Speaking skills)** |
| 1. communicate with supervisor appropriately
2. talk to co-workers to convey information effectively
 |
| 1. **Professional Skills**
 | **Problem Solving** |
| You need to know and understand how to:1. identify the real reason of problem faced
2. be able to find the most effective solution to the problems faced
 |
| **Attention to Detail** |
| 1. apply good attention to detail
2. ensure every kind of communication is error free
 |
| 1. **Technical Skills**
 | You need to know and understand how to:1. communicate effectively
2. apply leadership skills wherever required
3. take initiative at the right place
4. understand the requirement to be creative
 |

**NOS Version Control**

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

**National Occupational Standard**

**Overview**

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

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| **Unit Code**National Occupational Standard | **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:*** to recognize hazards
* to plan safety techniques
* to implement programs
* to audit workplace
 |
| **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:1. comply with health and safety related instructions applicable to the workplace
2. use and maintain personal protective equipment such as “ear plug”, “ nose mask “, “ head cap” etc., as per protocol
3. carry out own activities in line with approved guidelines and procedures
4. maintain a healthy lifestyle and guard against dependency on intoxicants
5. follow environment management system related procedures
6. identify and correct (if possible) malfunctions in machinery and equipment
7. report any service malfunctions that cannot be rectified
8. store materials and equipment in line with organisational requirements
9. safely handle and remove waste
10. minimize health and safety risks to self and others due to own actions
11. seek clarifications, from supervisors or other authorized personnel in case of perceived risks
12. monitor the workplace and work processes for potential risks and threat
13. carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned
14. report hazards and potential risks/ threats to supervisors or other authorized personnel
15. participate in mock drills/ evacuation procedures organized at the workplace
16. undertake first aid, fire-fighting and emergency response training, if asked to do so
17. take action based on instructions in the event of fire, emergencies or accidents
18. follow organisation procedures for shutdown and evacuation when required
 |
| Recognizing the hazards | To be competent, you must be able to:1. identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry
2. recognise other possible security issues existing in the workplace
 |
| Planning the safety techniques | 1. recognise different measures to curb the hazards
 |
| Implementing the programs | 1. communicate the safety plan to everyone
2. attach disciplinary rules with the implementation
 |
| **Knowledge and Understanding (K)** |
| 1. **Organizational Context** (Knowledge of the company/ organization and its processes)
 | You need to know and understand:1. general rules and regulations in a textile mill
2. safe working practices to be adopted in textile mill
3. quality systems and other processes practiced in the textile mill
4. health and safety related practices applicable at the workplace
5. potential hazards, risks and threats based on nature of operations
6. organizational procedures for safe handling of equipment and machine operations
7. potential risks due to own actions and methods to minimize these
8. environmental management system related procedures at the workplace
9. layout of the plant and details of emergency exits, escape routes, emergency equipment and assembly points
10. potential accidents and emergencies and response to these scenarios
11. reporting protocol and documentation required
12. details of personnel trained in first aid, fire-fighting and emergency response
13. actions to take in the event of a mock drills/ evacuation procedures or actual accident, emergency or fire
 |
| 1. **Technical Knowledge**
 | You need to know and understand:1. occupational health and safety risks and methods
2. personal protective equipment and method of use
3. identification, handling and storage of hazardous substances
4. proper disposal system for waste and by-products
5. signage related to health and safety and their meaning
6. importance of sound health, hygiene and good habits
7. ill-effects of alcohol, tobacco and drugs
 |
| **Skills (S)** |
| 1. **Core Skills/ Generic Skills**
 | **Writing Skills** |
| You need to know and understand how to:1. write in simple language
 |
| **Reading Skills** |
| 1. comphrende written instructions
 |
| **Oral Communication (Listening and Speaking skills)** |
| 1. listen to others attentively
2. respond to emergencies, accidents or fire at the workplace
3. evacuate the premises and help others in need while doing so
4. the value of physical fitness, personal hygiene and good habits
5. talk with others politely
 |
| 1. **Professional Skills**
 | **Decision Making**  |
| 1. identify correct safety measure for particular hazard
2. make required safety plans as and when required
3. raise alarm in case of emergency
 |
| **Analytical Thinking** |
| 1. know the use of correct safety measure whenever required
 |
| **Attention to Detail** |
| 1. be attentive to details
2. be careful to avoid occurrence of hazards
 |
| 1. **Technical Skills**
 | You need to know and understand :1. maintainance of neatness at work
2. procedure for reporting unwanted behavior
 |

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

 **NOS Version Control**

**National Occupational Standard**

**Overview**

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

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| **Unit Code**National Occupational Standard | **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:*** focus on self development
* focus on team work
* know and understand organizational standards
* know and understand industry standards
 |
| **Performance Criteria (PC) w.r.t. the Scope**  |
| **Elements** | **PerformanceCriteria** |
| Self- development | To be competent, you must be able to:1. perform own duties effectively
2. take responsibility for own actions
3. be accountable towards the job role and assigned duties
4. take initiative and innovate the existing methods
5. focus on self-learning and improvement
 |
| Team work | 1. co-ordinate with all the team members and colleagues
2. communicate politely
3. avoid conflicts and miscommunication
 |
| Organisational standards | 1. know the organisational standards
2. implement them in your performance
3. motivate others to follow them
 |
| Industry standards | 1. know the industry standards
2. align them with organisation standards
 |
| **Knowledge and Understanding (K)** |
| 1. **Organizational Context** (Knowledge of the company/ organization and its processes)
 | You need to know and understand:1. general rules and regulations in a textile mill
2. reporting to the supervisor or higher authority
3. knowledge of organisationl standards
4. knowledge of industry standards
 |
| 1. **Technical Knowledge**
 | You need to know and understand:1. process and material flow in a textile mill
2. importance of complying with the standards
3. guidelines for cleaning the various parts of machine
 |
| **Skills (S)** |
| 1. **Core Skills/ Generic Skills**
 | **Writing Skills** |
| You need to know and understand how to:1. write in simple language
 |
| **Reading Skills** |
| You need to know and understand how to:1. comprehend written instructions
 |
| **Oral Communication (Listening and Speaking skills)** |
| 1. talk effectively with others
2. put forward your point
3. listen to others
 |
| 1. **Technical skills**
 | you need to know and understand :1. Organizational requirements
2. your responsibilities at the workplace
3. procedure to comply with the industry standards
 |

**NOS Version Control**

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

|  |
| --- |
| **Job Role: Automatic Shuttle Loom Operator Qualification Pack: TSC/Q 2201 Sector Skill Counci: 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 each examination/training centre (as per assessment criteria below). 4. To pass the qualification pack, every trainee should achieve minimum grade 'C' (More Than 90% - "A+", 80%-89%-"A", 70%-79%-"B+", 60%-69%-"B", 50%-59%-"C", 49% or less is "F") |
|  |
| **National Occupational Standards (NOS)** | **Performance Criteria (PC)** | **Total Marks** | **Out Of** | **Marks Allocation** |
| **Skills Practical** | **Theory** | **Viva** |
| **1. TSC/ N2201 Taking charge of shift and handing over shift to operator** | PC1. Come atleast 10 - 15 minutes earlier to the work spot  | **160** | **12** | **12** | **0** | **0** |
| PC2. bring the necessary operational tools like " weavers' hook", " knife" etc.  | **12** | **6** | **6** | **0** |
| PC3. . Meet the previous shift warper , 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** | **3** | **3** |
| PC4. check for the availability of the weft & the condition of the same  | **12** | **6** | **3** | **3** |
| PC5. check the condition of the running beams , for cross ends, ends pulling out particularly at the selvedges  | **12** | **8** | **4** | **0** |
| PC6. check the availability of the " thrums" , quality & condition of the same  | **10** | **8** | **2** | **0** |
| PC7. check the cloth for the running damages like end out, wrong drawing, wring denting, double end, reed mark, temple cut/ temple mark, let- off mark, take up fault, oil stain, hole, cloth torn, weft catching, weft lashing in etc. | **10** | **6** | **4** | **0** |
| PC8. check for the size of the cloth rolls & to see whether any indication is there in the cloth rolls  | **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 is thrown under the machines or in the other work areas.  | **10** | **6** | **2** | **2** |
| PC11. question the previous shift weaver 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 weaver 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 report 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** |
| **Total** | **Weightage %** |   | 19% | 76% | 5% |
|   |
| **2. TSC/N2202 Running automatic shuttle loom** | PC1. Make tiny & firm warper's knots | **340** | **8** | **6** | **2** | **0** |
| PC2. find out broken warp ends  | **8** | **8** | **0** | **0** |
| PC3. find out the location of the broken end, by bringing the hands under the dropper bars , with mechanical droppers .  | **8** | **8** | **0** | **0** |
| PC4. detect the location using the indication lamp & by bringing the hands over the droppers, with electrical warp stop motion | **8** | **5** | **3** | **0** |
| PC5. mend the broken warp end in the sized beams with the thrums of the same count of the sized beams, using " weavers ' knots"  | **8** | **5** | **3** | **0** |
| PC6. draw the mended warp yarn through the healds properly ,as per the drawing order prescribed  | **8** | **4** | **2** | **2** |
| PC7. draw the mended warp yarn through the reed dent, properly, as per the denting order prescribed  | **10** | **5** | **5** | **0** |
| PC8. see that the sley has been brought to the back centre  | **8** | **3** | **3** | **2** |
| PC9. see that the shuttle is inserted fully in the shuttle box  | **10** | **4** | **3** | **3** |
| PC10. run the loom by pulling the starting handle with full torque | **8** | **4** | **2** | **2** |
| PC11. see that the sley has to be brought the back centre rque | **8** | **6** | **0** | **2** |
| PC12. take out shuttle from shuttle box | **8** | **4** | **2** | **2** |
| PC13. do pick finding  | **8** | **6** | **0** | **2** |
| PC14. find out the last pick inserted in the produced cloth  | **8** | **6** | **2** | **0** |
| PC15. tie sley to the back centre, after doing the pick finding | **8** | **6** | **2** | **0** |
| PC16. insert shuttle into the correct box as per the pick finding done | **8** | **8** | **0** | **0** |
| PC17. see that the shuttle is inserted fully in the shuttle box  | **8** | **8** | **0** | **0** |
| PC18. bring the loom to the front centre to see that there is no gap between the reed & the fell of the cloth. accordingly take up should be adjusted  | **8** | **4** | **4** | **0** |
| PC19. bring back sley to centre  | **8** | **4** | **4** | **0** |
| PC20. see that the shuttle is inserted fully in the shuttle box  | **8** | **4** | **2** | **2** |
| PC21. run the loom by pulling the starting handle with full to | **8** | **4** | **2** | **2** |
| PC22. pull about 2 mtrs of weft in the pirns in the right hand & hold around 4 - 5 pirns at a time in the left hand  | **8** | **4** | **2** | **2** |
| PC23. 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 , then wind the pirn threads in the battery umbrella , anti clock wise. | **8** | **4** | **2** | **2** |
| PC24. correct the fabric defects like wrong drawing, wrong denting , end out, double end etc., immediately and also ensure that the other fabric defects too are corrected at the earliest, before continuing further production.  | **8** | **4** | **2** | **2** |
| PC25. clean the machines & work area, so as to ensure good working atmosphere, without damaging the fabrics in the looms where the cleaning work is carried out as well as in the adjacent & opposite looms . should not misuse “ air”. can use air for cleaning, only in the areas, where it is allowed  | **8** | **4** | **2** | **2** |
| PC26. " unweave " the same in case of any floats  | **8** | **4** | **2** | **2** |
| PC27. run the machine without " starting mark or crack"  | **8** | **4** | **2** | **2** |
| PC28. ensure that the loose threads are hanged in higher length ( not more than 4 mm) . accordingly, and trimmed, after attending to the warp breaks.  | **8** | **4** | **2** | **2** |
| PC29. patrol the machines and do mending so as to minimise the stoppages  | **8** | **4** | **4** | **0** |
| PC30. tie the " waist bag" & all the waste generated by the weavers 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** |
| PC31. ensure that the correct weft yarn, as per the " loom card" only is used  | **8** | **3** | **5** | **0** |
| PC32. see that the weft yarn is completely used , without giving room for 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.  | **8** | **2** | **6** | **0** |
| PC33. Avoid pulling out warp ends unnecessarily. if end is getting cut often in the selvedges , the same has to be brought to the notice of the mechanics/ fitters/ superiors & get it corrected  | **8** | **4** | **4** | **0** |
| PC34. ensure that all the stop motions, preventive mechanisms etc., function properly  | **8** | **3** | **5** | **0** |
| PC35. ensure correct quality of thrums are there & see that the same are properly tied | **8** | **3** | **5** | **0** |
| PC36. check the knotted loom for knotting quality etc. double ends have to be removed should report to superiors for any deviation in the same & for any other quality issue | **8** | **1** | **6** | **1** |
| PC37. ensure that his/ her looms are stopped for a minimum possible down time due to whatever reason & see that he/ she gets maximum outputs in his/ her shift  | **8** | **1** | **6** | **1** |
| PC38. check the fabrics for the defects atleast twice in a shift and sign on the cloth in both times  | **8** | **4** | **4** | **0** |
| PC39. ensure that cloth rolls are doffed whenever/ wherever necessary  | **8** | **4** | **4** | **0** |
| PC40. give preference to safety . should not enter the area, where he/ she is not allowed. should not do a job in which training has not being given  | **8** | **4** | **2** | **2** |
| PC41. 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** | **3** | **2** |
| PC42. check for the reasons for the frequent warp/ weft breaks . the reasons that could be corrected by himself/ herself should be corrected. otherwise, the same has to be reported to the mechanics/ fitters/ superiors | **8** | **3** | **3** | **2** |
|   | **340** | **182** | **117** | **41** |
| **Total** | **Weightage %** |  | **54%** | **34%** | **12%** |
|   |
| **3. TSC/ N9001 Maintain work area, tools and machines** | PC1. Handle materials, machinery, equipment and tools safely and correctly | **50** | **4** | **1** | **2** | **1** |
| PC2. Use correct lifting and handling procedures | **4** | **1** | **2** | **1** |
| PC3. Use materials to minimize waste | **3** | **1** | **1** | **1** |
| PC4. Maintain a clean and hazard free working area | **3** | **1** | **1** | **1** |
| PC5. Maintain tools and equipment | **4** | **2** | **1** | **1** |
| PC6. Carry out running maintenance within agreed schedules | **4** | **1** | **2** | **1** |
| PC7. Carry out maintenance and/or cleaning within one’s responsibility | **4** | **1** | **2** | **1** |
| PC8. Report unsafe equipment and other dangerous occurrences | **4** | **1** | **2** | **1** |
| PC9. Ensure that the correct machine guards are in place | **3** | **1** | **1** | **1** |
| PC10. Work in a comfortable position with the correct posture | **3** | **1** | **1** | **1** |
| PC11. Use cleaning equipment and methods appropriate for the work to be carried out | **3** | **1** | **1** | **1** |
| PC12. Dispose of waste safely in the designated location | **4** | **1** | **2** | **1** |
| PC13. Store cleaning equipment safely after use | **3** | **1** | **1** | **1** |
| PC14. Carry out cleaning according to schedules and limits of responsibility | **4** | **1** | **2** | **1** |
|   | **50** | **15** | **21** | **14** |
| **Total** | **Weightage %** |  | **30%** | **42%** | **28%** |
|   |
| **4.TSC/ N9002 Working in a team** | PC1. be accountable to the own role in whole process | **50** | **5** | **3** | **1** | **1** |
| PC2. perform all roles with full responsibility | **4** | **2** | **1** | **1** |
| PC3. be effective and efficient at workplace | **4** | **1** | **2** | **1** |
| PC4. properly communicate about company policies | **4** | **1** | **1** | **2** |
| PC5. report all problems faced during the process | **4** | **1** | **1** | **2** |
| PC6. talk politely with other team members and colleagues | **4** | **1** | **1** | **2** |
| PC7. submit daily report of own performance | **5** | **2** | **2** | **1** |
| PC8. adjust in different work situations | **4** | **2** | **1** | **1** |
| PC9. give due importance to others’ point of view | **4** | **1** | **1** | **2** |
| PC10. avoid conflicting situations | **4** | **1** | **2** | **1** |
| PC11. develop new ideas for work procedures  | **4** | **1** | **2** | **1** |
| PC12. improve upon the existing techniques to increase process efficiency  | **4** | **1** | **2** | **1** |
|   | **50** | **17** | **17** | **16** |
| **Total** | **Weightage %** |  | **34%** | **34%** | **32%** |
|   |
|  **5. TSC/ N9003 Maintain health, safety and security at workplace** | PC1. Comply with health and safety related instructions applicable to the workplace | **100** | **5** | **2** | **2** | **1** |
| PC2. Use and maintain personal protective equipment as per protocol | **5** | **2** | **2** | **1** |
| PC3. Carry out own activities in line with approved guidelines and procedures | **4** | **2** | **1** | **1** |
| PC4. Maintain a healthy lifestyle and guard against dependency on intoxicants | **4** | **2** | **1** | **1** |
| PC5. Follow environment management system related procedures | **4** | **2** | **1** | **1** |
| PC6. Identify and correct (if possible) malfunctions in machinery and equipment | **5** | **2** | **2** | **1** |
| PC7. Report any service malfunctions that cannot be rectified | **4** | **2** | **1** | **1** |
| PC8. Store materials and equipment in line with manufacturer’s and organisational requirements | **4** | **1** | **2** | **1** |
| PC9. Safely handle and move waste and debris | **4** | **1** | **2** | **1** |
| PC10. Minimize health and safety risks to self and others due to own actions | **5** | **2** | **2** | **1** |
| PC11. Seek clarifications, from supervisors or other authorized personnel in case of perceived risks | **4** | **2** | **0** | **2** |
| PC12. Monitor the workplace and work processes for potential risks and threats | **5** | **2** | **2** | **1** |
| PC13. Carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned | **5** | **2** | **2** | **1** |
| PC14. Report hazards and potential risks/ threats to supervisors or other authorized personnel | **4** | **1** | **2** | **1** |
| PC15. Participate in mock drills/ evacuation procedures organized at the workplace | **4** | **2** | **2** | **0** |
| PC16. Undertake first aid, fire-fighting and emergency response training, if asked to do so | **5** | **2** | **2** | **1** |
| PC17. Take action based on instructions in the event of fire, emergencies or accidents | **5** | **2** | **2** | **1** |
| PC18. Follow organisation procedures for shutdown and evacuation when required | **4** | **2** | **1** | **1** |
| PC19. identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry | **4** | **2** | **1** | **1** |
| PC20. recognise other possible security issues existing in the workplace | **4** | **2** | **1** | **1** |
| PC21. recognise different measures to curb the hazards | **4** | **2** | **1** | **1** |
| PC22. communicate the safety plan to everyone | **4** | **2** | **1** | **1** |
| PC23. attach disciplinary rules with the implementation | **4** | **2** | **1** | **1** |
|   | **100** | **43** | **34** | **23** |
| **Total** | **Weightage %** |  | **43%** | **34%** | **23%** |
|   |
| **6. TSC/ N9004 Comply with industry and organisationalrequirements** | PC1. perform own duties effectively | **50** | **4** | **1** | **2** | **1** |
| PC2. take responsibility for own actions | **4** | **1** | **2** | **1** |
| PC3. be accountable towards the job role and assigned duties | **4** | **2** | **1** | **1** |
| PC4. take initiative and innovate the existing methods | **3** | **1** | **1** | **1** |
| PC5. focus on self-learning and improvement | **4** | **1** | **2** | **1** |
| PC6. co-ordinate with all the team members and colleagues | **4** | **1** | **2** | **1** |
| PC7. communicate politely | **4** | **1** | **1** | **2** |
| PC8. avoid conflicts and miscommunication | **4** | **1** | **2** | **1** |
| PC9. know the organisational standards | **4** | **2** | **1** | **1** |
| PC10. implement them in your performance | **4** | **1** | **2** | **1** |
| PC11. motivate others to follow them | **3** | **1** | **1** | **1** |
| PC12. know the industry standards | **4** | **3** | **1** | **0** |
| PC13. align them with organisation standards | **4** | **2** | **1** | **1** |
|   | **50** | **18** | **19** | **13** |
| **Total** | **Weihtage %** |  | **36%** | **38%** | **26%** |
|   | **Total** |  | 750 | 375 | 248 | 127 |
| **Grand Total-1 (Subject Domain)** | **750** |