

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 – Screen Preparatory Operator – Rotary/ Flat Bed

SECTOR: TEXTILE

SUB-SECTOR: PROCESSING

OCCUPATION: DYEING & PRINTING

REFERENCE ID: TSC/ Q 5206

ALIGNED TO: NCO-2004 /7346.10

Brief Job Description: A Screen Preparatory Operator is responsible for preparation of design screen for printing machine. He should be able to operate the machine, carry out routine cleaning & preventive maintenance activities to produce defect free designs.

This job requires the individual to have thorough knowledge of process flow and material flow in a processing mill for fabric production and should know about the important functions and operations of a printing machine.

Personal Attributes: A Screen Preparatory Operator should have good eyesight, matching skills and vision. He/she should also have good interpersonal skills.

Job Details	Qualifications Pack Code	TSC/Q5206		
	Job Role	Screen preparatory operator – rotary/ flat bed		
	Credits (NSQF)	TBD	Version number	1.0
	Sector	Textile	Drafted on	15/12/15
	Sub-sector	Processing	Last reviewed on	25/02/15
	Occupation	Dyeing & Printing	Next review date	01/03/16
	Job Role	Screen preparatory operator – rotary/ flat bed		
Role Description		To carryout preparation of design screens for Printing Machine, as specified under Job Order		
NSQF level		4		
Minimum Educational Qualifications		10 th standard, preferably		
Maximum Educational Qualifications		N/A		
Training (Suggested but not mandatory)		Three to six months of training in textile processing.		
Experience		Preferably 1-2 years in textile processing.		
National Occupational Standards (NOS)		Compulsory: <ol style="list-style-type: none"> 1. TSC/N 5217 Taking charge of shift and handing over shift to Screen Preparatory Operator Rotary/Flat Bed 2. TSC/N 5218 Preparing the Design Screen for Rotary/Flat Bed 3. TSC/N 5219 Check the quality of exposed Design Screen for Rotary/Flat Bed 4. TSC/ N9001 Maintain work area, tools and machines 5. TSC/ N9002 Working in a team 6. TSC/ N9003 Maintain health, safety and security at workplace 7. TSC/ N9004 Comply with industry and organizational requirement Optional: Not Applicable		
Performance Criteria		As described in the relevant OS units		

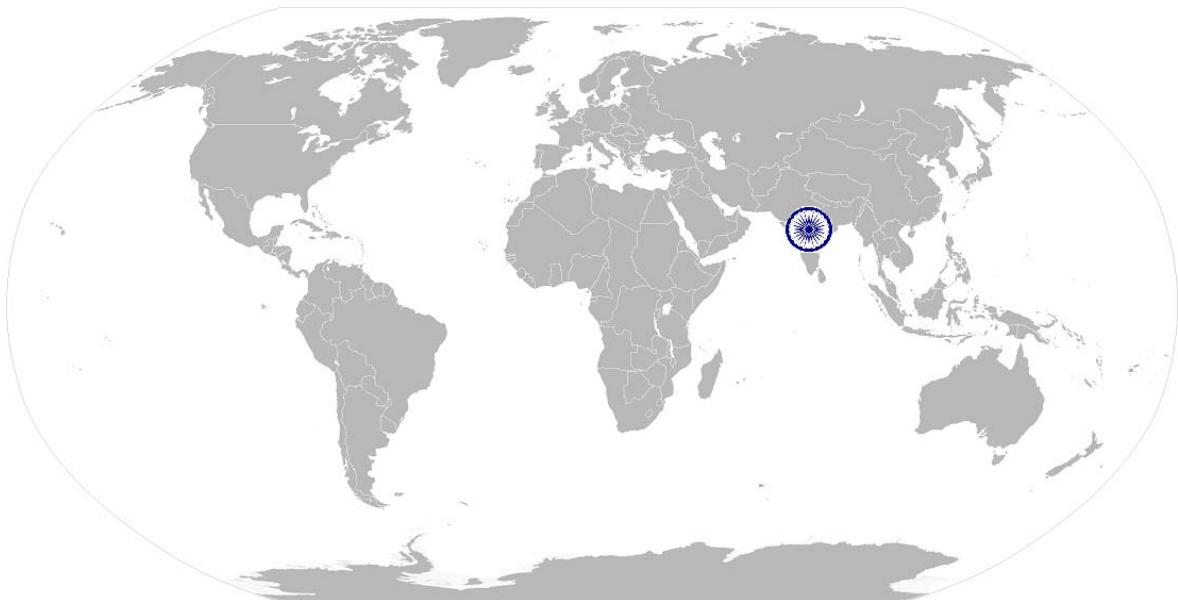
Table 1: Glossary of Key Terms

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

Description	Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for.
Scope	Scope is the set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on the quality of performance required.
Knowledge and Understanding	Knowledge and Understanding are statements which together specify the technical, generic, professional and organizational specific knowledge that an individual needs in order to perform to the required standard.
Organizational Context	Organizational Context includes the way the organization is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.
Technical Knowledge	Technical Knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
Core Skills/Generic Skills	Core Skills or Generic Skills are a group of skills that are key to learning and working in today's world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles.
Keywords /Terms	Description
SSC	Sector Skill Council
OS	Occupational Standard(s)
NOS	National Occupational Standard(s)
QP	Qualifications Pack
NSQF	National Skill Qualifications Framework
NCO	National Classifications of Occupation
TBD	To Be Determined
TSC	Textile Sector Skill Council
NSDC	National Skill Development Corporation

**TSC/N 5217 Taking charge of shift and handing over shift to Screen Preparatory Operator
Rotary/ Flat Bed**

National Occupational Standard



Overview

This unit is about taking charge of shift from previous shift Screen Preparatory operator Rotary/Flat bed and relieving the responsibilities to the next shift Screen Preparatory operator Rotary/Flat bed

TSC/N 5217 Taking charge of shift and handing over shift to Screen Preparatory Operator Rotary/ Flat Bed

National Occupational Standard	Unit Code	TSC/N5217
	Unit Title (Task)	Taking charge of shift and handing over shift to Screen Preparatory Operator Rotary/ Flat Bed
	Description	This unit is about taking charge of shift from previous shift Screen Preparatory operator Rotary/Flat bed and relieving the responsibilities to the next shift Screen Preparatory operator Rotary/Flat bed
	Scope	This unit/task covers the following: <ul style="list-style-type: none"> taking charge of shift from Screen Preparatory operator Rotary/Flat bed handing over shift to Screen Preparatory operator Rotary/Flat bed
	Elements	Performance Criteria
	Taking charge of shift from Screen Preparatory operator Rotary/Flat bed	<p>To be competent, you must be able to:</p> <p>PC1. should come at least 10 - 15 minutes earlier to the work place</p> <p>PC2. should bring the necessary operational tools to the department</p> <p>PC3. should meet the previous shift operator and discuss with him/ her regarding the issues faced by him with respect to the quality, production, spare, safety or any other specific instruction etc.</p> <p>PC4. understand the printing screen being exposed and the process going on.</p> <p>PC5. ensure the technical details are mentioned on the job card display on the machine</p> <p>PC6. should check for the availability of the spare design screens ready for exposing</p> <p>PC7. should check the design screens for next batch to be developed for printing are ready near the machine</p> <p>PC8. Check that required coating & exposing chemicals & mesh fabric is available in the department</p> <p>PC9. should check the cleanliness of the machines & other work areas</p> <p>PC10. should question the previous shift operator for any deviation in the above and should bring the same to the knowledge of his/ her shift superior as well as that of the previous shift.</p> <p>PC11. should take over the shift from the outgoing operator in a proper manner</p>
	Handing Over Shift to Screen Preparatory operator Rotary/Flat bed	<p>PC12. ensure in providing the details regarding quality & the process running on the machine</p> <p>PC13. to provide all relevant information regarding the stoppages or breakdown in the machine, any damage to the, design screen or machine.</p> <p>PC14. should ensure that a set of coated screens is ready for exposing for emergency</p> <p>PC15. should ensure the design screens for next lot to be printed is ready near the machine already washed & dried</p> <p>PC16. ensure the required coating & exposing chemicals & design films for the next lot or next design are ready</p> <p>PC17. should get clearance from the incoming counterpart before leaving the work spot</p> <p>PC18. should report to his/ her shift superiors as well as that of the incoming shift</p>

TSC/N 5217 Taking charge of shift and handing over shift to Screen Preparatory Operator Rotary/ Flat Bed

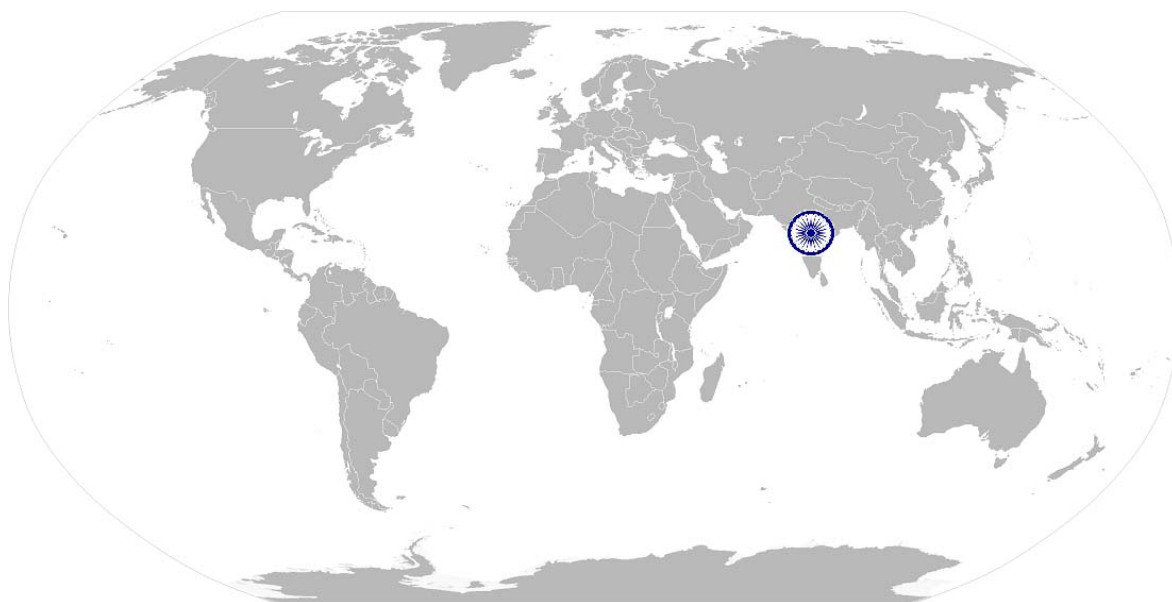
	<p>operator in case his/ her counterpart doesn't report for the incoming shift</p> <p>PC19. ensure the shift has to be properly handed over to the incoming shift operator</p> <p>PC20. should report to his/ her shift superior about the quality / production / safety issues/ any other issue faced in his/ her shift and should leave the department only after getting concurrence for the same from his/ her superiors</p> <p>PC21. should collect the wastes from waste collection bags, weigh them and transport to storage area</p> <p>PC22. ensure the machine and its work place is clean</p>
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company/ organization and its processes)	<p>You need to know and understand:</p> <p>KA1. Standard operating procedure (SOP) and regulations in a processing unit</p> <p>KA2. Safe working practices to be adopted in processing unit</p> <p>KA3. Quality systems and other processes practiced in the processing unit</p> <p>KA4. Reporting to the supervisor or higher authority in case of emergency</p> <p>KA5. Color coding adopted for different products in the processing unit</p>
B. Technical Knowledge	<p>KB1. Understanding the importance of quality & productivity</p> <p>KB2. Understanding various defects in the fabric due to yarn, weaving or processing</p> <p>KB3. Reasons for various defects in the fabric due to printing & their remedy</p> <p>KB4. Process flow in a processing unit</p> <p>KB5. Material flow in a processing unit</p> <p>KB6. Functions of various controls of the machine</p> <p>KB7. Importance of material handling and types of material handling equipment being used</p> <p>KB8. Importance of cleanliness at workplace</p> <p>KB9. Functions and methodology for operating different material handling equipment</p> <p>KB10. Understanding the functions of various alarm signals</p> <p>KB11. Guidelines for operating the machine</p> <p>KB12. Guidelines for taking charge of shift from previous shift Screen Preparatory operator Rotary/Flat bed</p> <p>KB13. Guidelines for handing over the shift to the next shift Screen Preparatory operator Rotary/Flat bed</p> <p>KB14. Safety procedures to be followed while operating the machine</p>
Skills (S)	
A. Core Skills/ Generic Skills	Writing Skills
	You need to know and understand how to:
	SA1. Write clear and short sentences
	Reading Skills
	You need to know and understand how to:
	SA2. Read and comprehend written instructions
	Oral Communication (Listening and Speaking skills)
	You need to know and understand how to:
	SA3. Communicate with supervisor appropriately

TSC/N 5217 Taking charge of shift and handing over shift to Screen Preparatory Operator Rotary/ Flat Bed

	SA4. Talk to others to convey information effectively
B. Professional Skills	Problem solving
	You need to know and understand how to:
	SB1. Apply problem-solving approaches in different situations SB2. Refer anomalies to the supervisor SB3. Seek clarification on problems from others
	Attention to Detail
	You need to know and understand how to:
	SB4. Apply good attention to detail SB5. Check your work is complete and free from errors
	You need to know and understand:
	SB6. Operate the machine & exposing equipments SB7. Handle various degreasing, coating/ exposing & hardening chemicals SB8. Operate different material handling tools and equipment SB9. Check the quality of exposed design SB10. Maintain cleanliness at work place



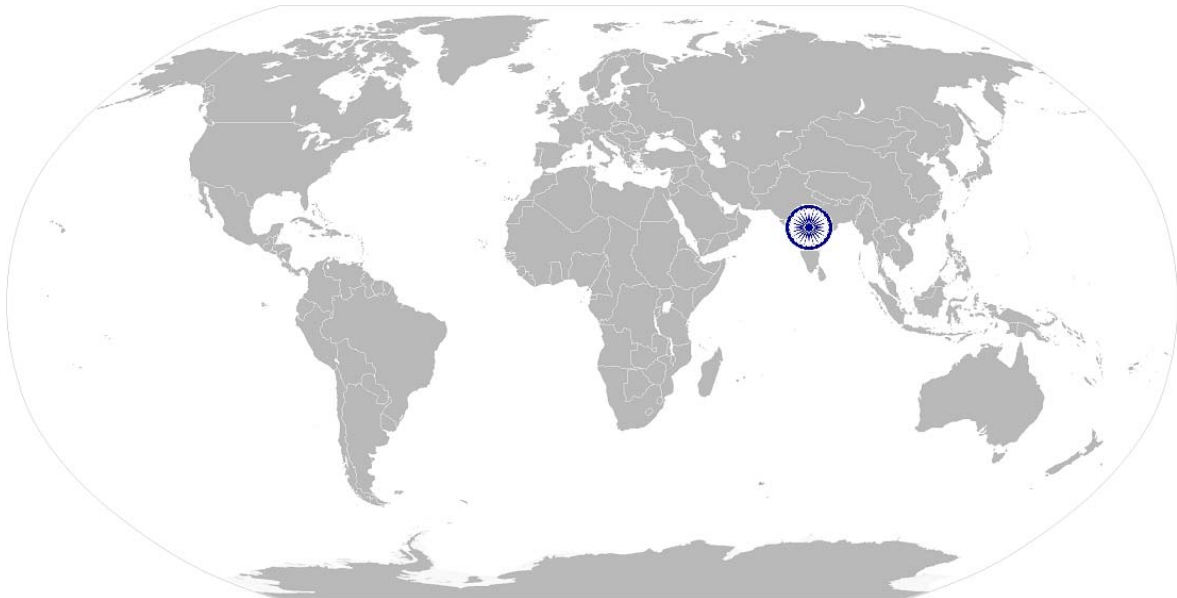
Preparing the Design Screen for Rotary/ Flat Bed



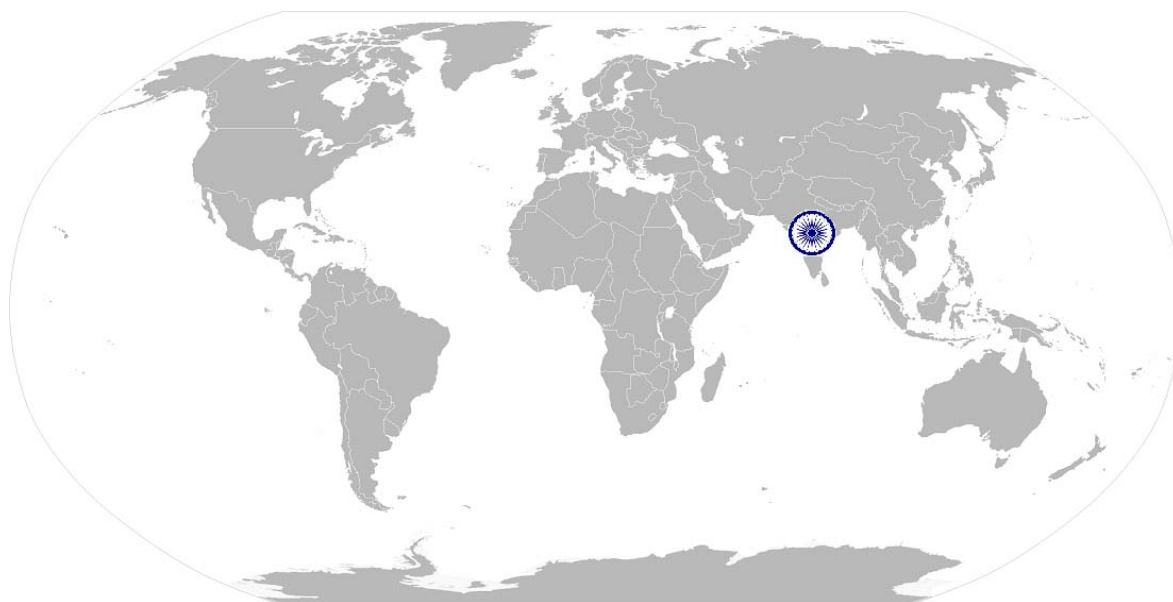
**TSC/N 5217 Taking charge of shift and handing over shift to Screen Preparatory Operator
Rotary/ Flat Bed**

NOS Version Control

NOS Code	TSC/N5217		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/15
Industry Sub-sector	Processing	Last reviewed on	25/02/15
Occupation	Dyeing & Printing	Next review date	01/03/16



National Occupational Standard



Overview

This unit is about preparing the Design Screen

TSC/N 5218

Preparing the Design Screen for Rotary/ Flat Bed

National Occupational Standard

Unit Code	TSC/N5218
Unit Title	Preparing the Design Screen for Rotary/ Flat Bed
Description	This unit is about preparing the Design Screen
Scope	<p>This unit covers the following:</p> <ul style="list-style-type: none"> carryout preparatory activates for screen making operate the machine for specified task as per work order clean the machine on regular basis and carryout preventive maintainenace activities
Performance Criteria (PC) w.r.t. the Scope	
Element	Performance Criteria
Carry out preparatory activities for screen making	<p>To be competent, you must be able to:</p> <p>PC1. understand the task mentioned in the work order</p> <p>PC2. check the art work or the design film to be exposed</p> <p>PC3. check the design repeat</p> <p>PC4. check the no. of colours to be printed</p> <p>PC5. clean the screen frames</p> <p>PC6. select the right mesh size depending upon the design to be printed</p> <p>PC7. cut the required no. of mesh fabric as per size of screen</p>
Operate the machine for the specified task as per work order	<p>PC8. stretch the mesh on all frames evenly & leave it for few hours</p> <p>PC9. re stretch the mesh again & stick it to the frame with glue</p> <p>PC10. degrease the screen thoroughly using screen degreaser</p> <p>PC11. apply solvent resistant direct emulsion evenly to the screen</p> <p>PC12. dry the screen completely before exposure</p> <p>PC13. maintain optimum drying conditions in the drying area</p> <p>PC14. ensure the drying area is warm & dust free</p> <p>PC15. expose the screen using a light exposure unit</p> <p>PC16. wash the exposed screen thoroughly</p> <p>PC17. dry the screen completely</p>
Clean the machine on a regular basis and carryout preventive maintenance activities	<p>PC18. keep the exposing machine & other equipment clean at all times</p> <p>PC19. follow the preventive maintenance schedule & ensure the machine is running smoothly</p> <p>PC20. check that all controls are functioning properly</p> <p>PC21. replace the exposing unit bulbs when it's due</p> <p>PC22. keep the exposing & drying area dust free</p> <p>PC23. Store the screen in the rack for repeat orders</p>
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company/ organization and its processes)	<p>You need to know and understand:</p> <p>KA1. Personal hygiene and duty of care</p> <p>KA2. Safe working practices and organisational procedures</p> <p>KA3. Limits of your own responsibility</p> <p>KA4. Ways of resolving problems within the work area</p> <p>KA5. The production process and the specific work activities that relate to the</p>

TSC/N 5218

Preparing the Design Screen for Rotary/ Flat Bed

	<p>whole process</p> <p>KA6. The importance of effective communication with supervisors</p> <p>KA7. The lines of communication, authority and reporting procedures</p> <p>KA8. The organisation's rules, codes and guidelines (including timekeeping)</p> <p>KA9. The company's quality standards</p> <p>KA10. The importance of complying with written instructions</p> <p>KA11. Equipment operating procedures / supervisor's instructions</p>
B. Technical Knowledge	<p>You need to know and understand:</p> <p>KB1. Importance of discipline & punctuality</p> <p>KB2. Importance of take over & handover in achieving quality & productivity</p> <p>KB3. Use of proper cleaning tools</p> <p>KB4. SOP for coating & exposing the design screens</p> <p>KB5. Method of using & handling of degreasing, coating & hardening chemicals</p> <p>KB6. Use of thermometer & hygrometer to monitor drying conditions</p> <p>KB7. Use of filtered warm & dry air</p> <p>KB8. Avoiding of overexposing or under exposing of screen</p> <p>KB9. Sparring of the machine when it's due for maintenance</p>
Skills (S)	
A. Core Skills/ Generic Skills	Reading & Writing Skills
	<p>You need to know and understand how to:</p> <p>SA1. Read and comprehend written instructions</p> <p>SA2. Read any application sent by other colleagues</p>
	Oral Communication (Listening and Speaking skills)
	<p>You need to know and understand how to:</p> <p>SA3. Communicate in basic language orally</p> <p>SA4. Communicate with supervisor appropriately</p> <p>SA5. Talk to others to convey information effectively</p>
B. Professional Skills	Problem Solving
	<p>You need to know and understand how to:</p> <p>SB1. Identify the real reason of problem faced</p> <p>SB2. Apply problem-solving approaches in different situations</p> <p>SB3. Refer anomalies to the supervisor</p> <p>SB4. Seek clarification on problems from others</p>
	Attention to Detail
	<p>You need to know and understand how to:</p> <p>SB5. Apply good attention to detail</p> <p>SB6. Check your work is complete and free from errors</p> <p>SB7. Make sure every kind of communication is error free</p> <p>You need to know and understand :</p> <p>SB8. Knowledge about the operations & functions of exposing machine</p> <p>SB9. Know the various faults & their correction during exposing and screen development</p> <p>SB10.Type of designs</p>

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Preparing the Design Screen for Rotary/ Flat Bed

- SB11.No. of colours to be printed
- SB12.Repeat size
- SB13.Cover percentage
- SB14.Knowledge of various repeat sizes
- SB15. Knowledge of various types of screen mesh depending upon the design coverage
- SB16.Methods of stretching the screen mesh on frame
- SB17.Knowledge of optimum stretching pressure
- SB18.Methods of applying emulsion to the screen
- SB19.Knowledge of optimum temp & humidity for drying
- SB20.Knowledge of proper exposing technique
- SB21.Methods of washing the screen
- SB22.Use of proper cleaning tools
- SB23.Knowledge of various control functions of machine
- SB24.Use of filtered & warm air in the drying area



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Preparing the Design Screen for Rotary/ Flat Bed

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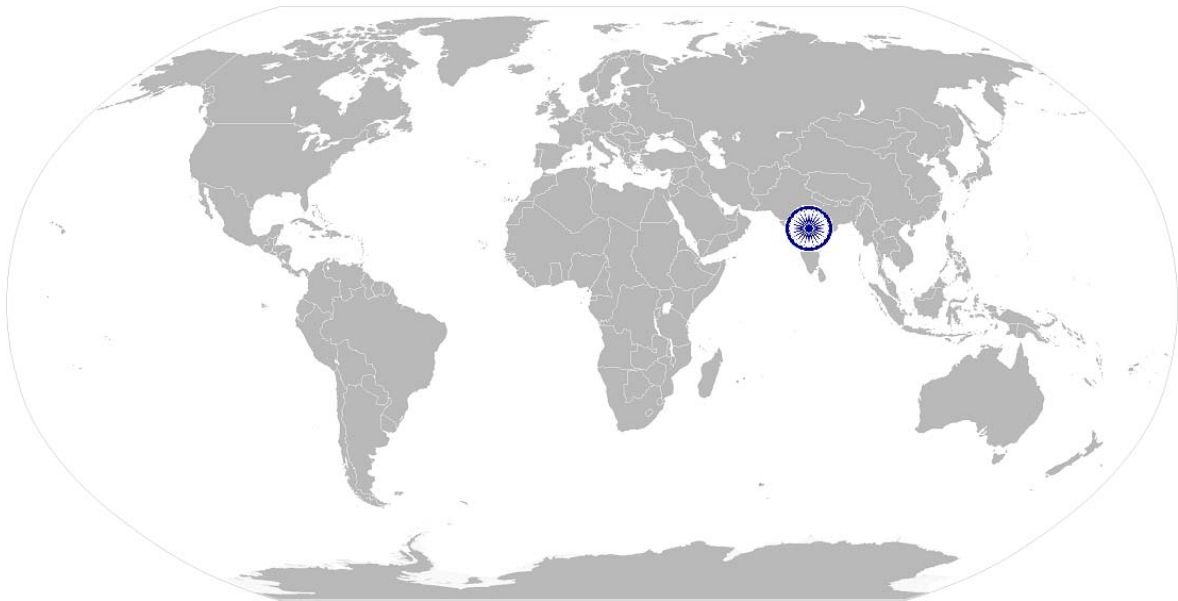
NOS Code	TSC/N 5218		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/15
Industry Sub-sector	Processing	Last reviewed on	25/02/15
Occupation	Dyeing&Printing	Next review date	01/03/16



TSC/N 5219

Check the quality of exposed Design Screen for Rotary/ Flat Bed

National Occupational Standard



Overview

This unit is about checking the quality of exposed Design Screen

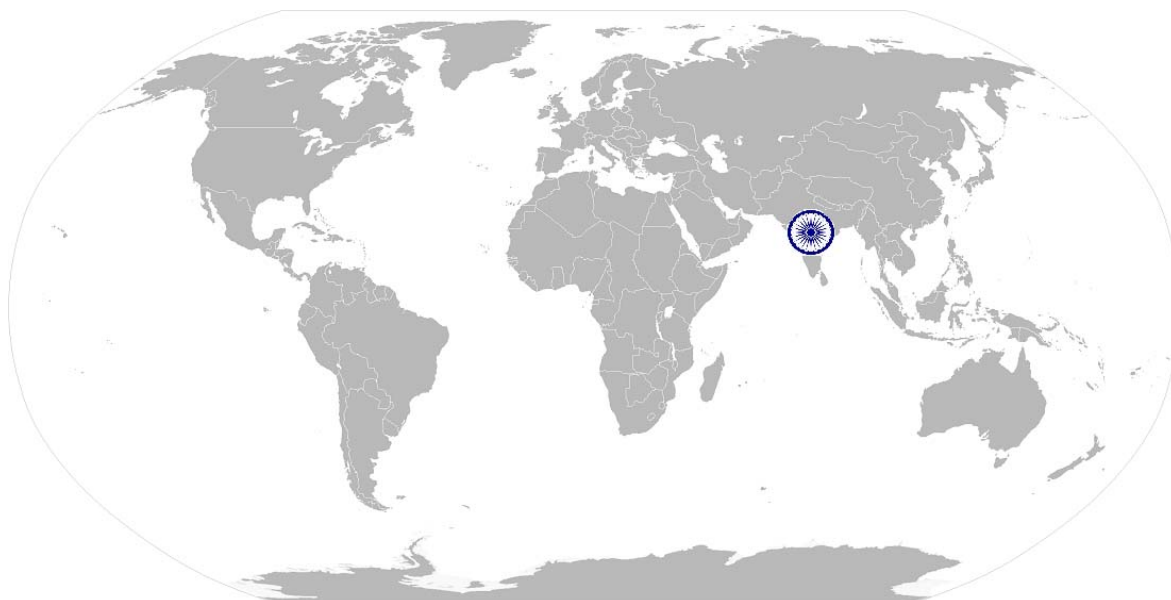
TSC/N 5219

Check the quality of exposed Design Screen for Rotary/ Flat Bed

National Occupational Standard	Unit Code	TSC/N5219
	Unit Title	Check the quality of exposed Design Screen for Rotary/ Flat Bed
	Description	This unit is about checking the quality of exposed Design Screen
	Scope	This unit covers the following: <ul style="list-style-type: none"> Checking the quality of exposed Design Screen
	Performance Criteria (PC) w.r.t. the Scope	
	Element	Performance Criteria
	Checking the quality of exposed design screen	To be competent, you must be able to: <ul style="list-style-type: none"> PC1. examine the screen under white light for pinhole & other defects PC2. do the touching of any pin holes or other defects PC3. mask the sides with tape to avoid wastage of print paste PC4. fix the end rings to the screen in case of Rotary screen
	Knowledge and Understanding (K)	
	C. Organizational Context (Knowledge of the company/ organization and its processes)	You need to know and understand: <ul style="list-style-type: none"> KA1. Personal hygiene and duty of care KA2. Safe working practices and organisational procedures KA3. Limits of your own responsibility KA4. Ways of resolving problems within the work area KA5. The production process and the specific work activities that relate to the whole process KA6. The importance of effective communication with supervisors KA7. The lines of communication, authority and reporting procedures KA8. The organisation's rules, codes and guidelines (including timekeeping) KA9. The company's quality standards KA10. The importance of complying with written instructions KA11. Equipment operating procedures / supervisor's instructions
	D. Technical Knowledge	You need to know and understand: <ul style="list-style-type: none"> KB1. Methods of repairing of screen
Skills (S)		
A. Core Skills/ Generic Skills	Reading & Writing skills	
	You need to know and understand how to:	
	SA1. Comprehend written instructions SA2. Read any application sent by other colleagues	
	Oral Communication (Listening and Speaking skills)	
B. Professional Skills	You need to know and understand how to:	
	SA3. Communicate in basic language orally SA4. Communicate with supervisor appropriately SA5. Talk to others to convey information effectively	
	Problem Solving	
	You need to know and understand how to:	
B. Professional Skills	SB1. Identify the real reason of problem faced SB2. Apply problem-solving approaches in different situations SB3. Refer anomalies to the supervisor	

TSC/N 5219 Check the quality of exposed Design Screen for Rotary/ Flat Bed

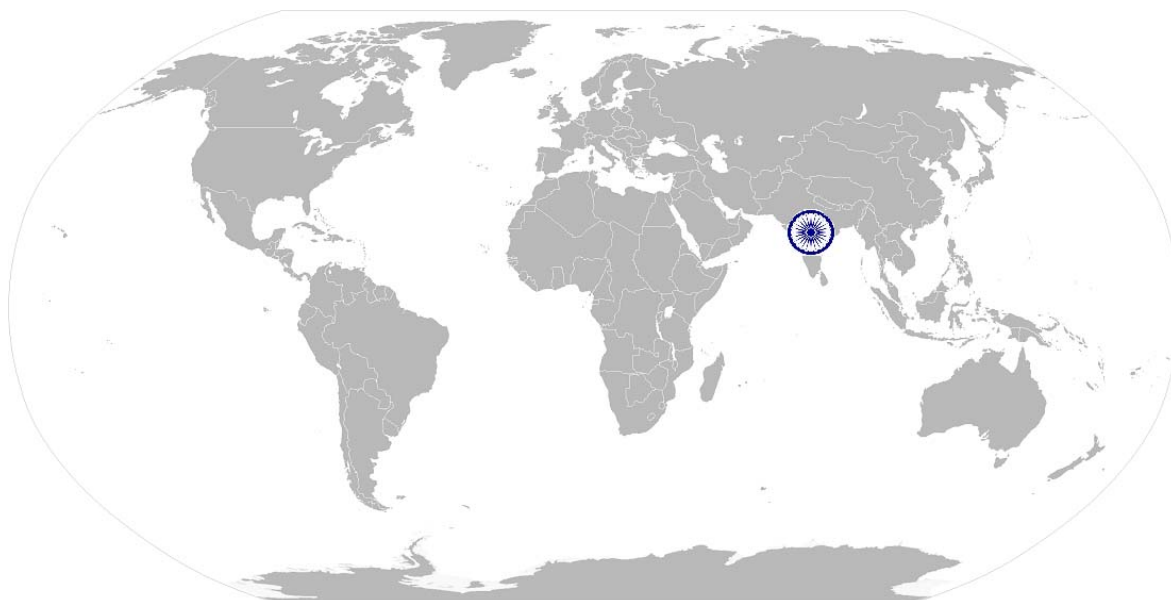
	SB4. Seek clarification on problems from others
	Attention to Detail
	<p>You need to know and understand how to:</p> <p>SB5. Apply good attention to detail</p> <p>SB6. Check your work is complete and free from errors</p> <p>SB7. Make sure every kind of communication is error free</p> <p>You need to know and understand :</p> <p>SB8. Knowledge of various defects due to poor exposure of screen</p> <p>SB9. Knowledge of fixing the end rings/ hardening the exposed design screens</p>



TSC/N 5219 **Check the quality of exposed Design Screen for Rotary/ Flat Bed**

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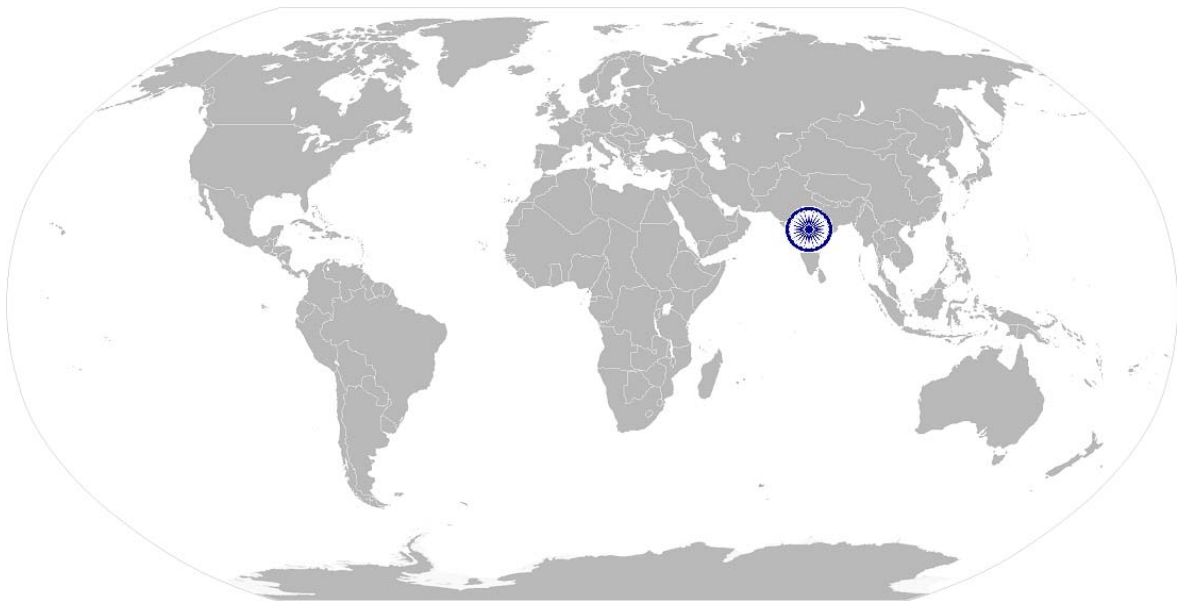
NOS Code	TSC/N5219		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/15
Industry Sub-sector	Processing	Last reviewed on	25/02/15
Occupation	Dyeing&Printing	Next review date	01/03/16



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

National Occupational Standard	Unit Code	TSC/ N9001
	Unit Title (Task)	Maintaining work area, tools and machines
	Description	This unit provides performance criteria, knowledge & understanding and skills & abilities required to organise/ maintain work areas and activities to ensure tools and machines are maintained as per norms
	Scope	This unit 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)	
	E. Organizational Context (Knowledge of the company/ organization and its processes)	<p>You need to know and understand:</p> <p>KA1. Personal hygiene and duty of care</p> <p>KA2. Safe working practices and organisational procedures</p> <p>KA3. Limits of your own responsibility</p> <p>KA4. Ways of resolving problems within the work area</p> <p>KA5. The production process and the specific work activities that relate to the whole process</p> <p>KA6. The importance of effective communication with supervisors</p> <p>KA7. The lines of communication, authority and reporting procedures</p> <p>KA8. The organisation's rules, codes and guidelines (including timekeeping)</p> <p>KA9. The company's quality standards</p> <p>KA10. The importance of complying with written instructions</p> <p>KA11. Equipment operating procedures / supervisor's instructions</p>
	F. 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

	<p>KB3. Hazards likely to be encountered when conducting routine maintenance</p> <p>KB4. The importance of taking action when problems are identified</p> <p>KB5. Different ways of minimising waste</p> <p>KB6. The importance of running maintenance and regular cleaning</p> <p>KB7. Effects of contamination on products i.e. Machine oil, dirt, foreign materials</p> <p>KB8. Common faults with equipment and the method to rectify</p> <p>KB9. Maintenance procedures</p> <p>KB10. Different types of cleaning equipment and substances and their use</p> <p>KB11. Safe working practices for cleaning and the method of carrying them out</p>
Skills (S)	
A. Core Skills/ Generic Skills	Reading Skills
	You need to know and understand how to:
	SA1. Read and comprehend written instructions
	SA2. Read any application sent by other colleagues
B. Professional Skills	Oral Communication (Listening and Speaking skills)
	You need to know and understand how to:
	SA3. Communicate in basic language orally
	SA4. Communicate with supervisor appropriately
B. Professional Skills	Problem Solving
	You need to know and understand how to:
	SB1. Identify the real reason of problem faced
	SB2. Apply problem-solving approaches in different situations
B. Professional 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
B. Professional Skills	Attention to Detail
	You need to know and understand how to:
	SB7. Make sure every kind of communication is error free
	You need to know and understand :
B. Professional Skills	Attention to Detail
	You need to know and understand how to:
	SB8. Apply leadership skills wherever required
	SB9. Take initiative at the right place
B. Professional Skills	Attention to Detail
	You need to know and understand how to:
	SB10. Understand the requirement to be creative

TSC/ N9001

Maintaining work area, tools and machines

NOS Version Control

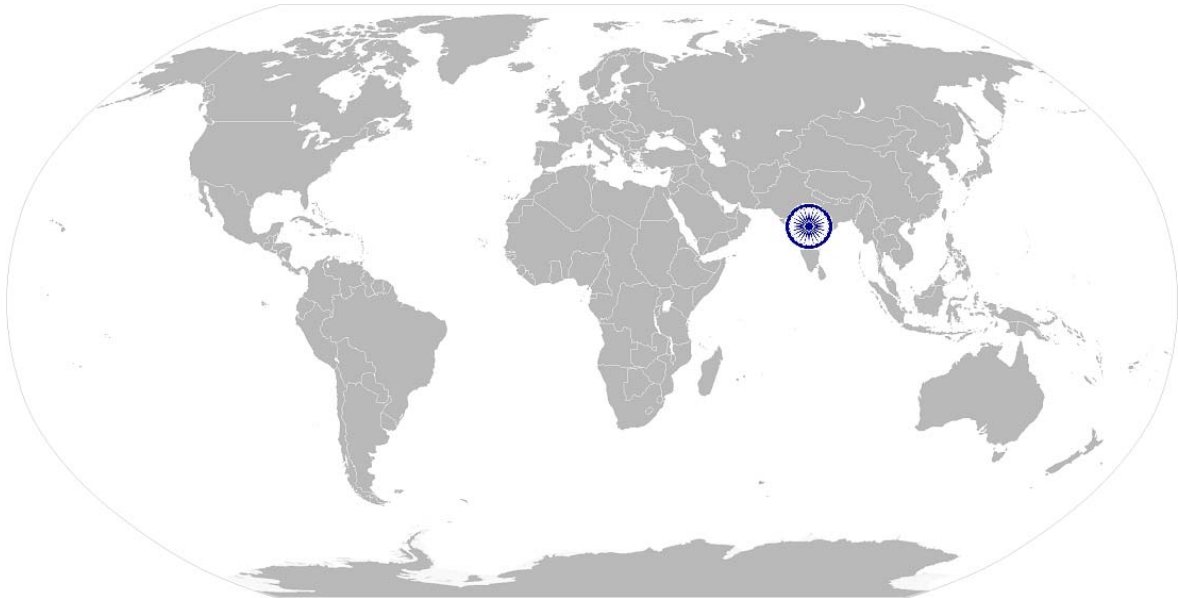
NOS Code	TSC/ N9001		
Credits (NSQF) [OPTIONAL]	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/15
Industry Sub-sector	Processing	Last reviewed on	25/02/15
Occupation	Dyeing & Printing	Next review date	01/03/16



TSC/ N9002

Working in a team

National Occupational Standard



Overview

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

TSC/ N9002

Working in a team

National Occupational Standard

Unit Code	TSC/ N9002
Unit Title (Task)	Working in a team
Description	This unit is about working as a team member in the role of processing unit operator 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 PC11. Collaborate with colleagues performing the pre-required and post-required Duty of processing unit tender / operator
Creative freedom	PC12. Develop new ideas for work procedures PC13. Improve upon the existing techniques to increase process efficiency
Knowledge and Understanding (K)	
A. Organizational Context	You need to know and understand: KA1. Standard operating procedure (SOP) and regulations in a textile mill KA2. Procedure followed to get the final output in the textile 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. Understanding 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 machine KB5. Tools and equipments used KB6. Guidelines for operating the machine KB7. Safety procedures to be followed in the machine
Skills (S)	
A. Core Skills/ Generic Skills	Writing Skills You need to know and understand how to: SA1. Write clear and short sentences

TSC/ N9002

Working in a team

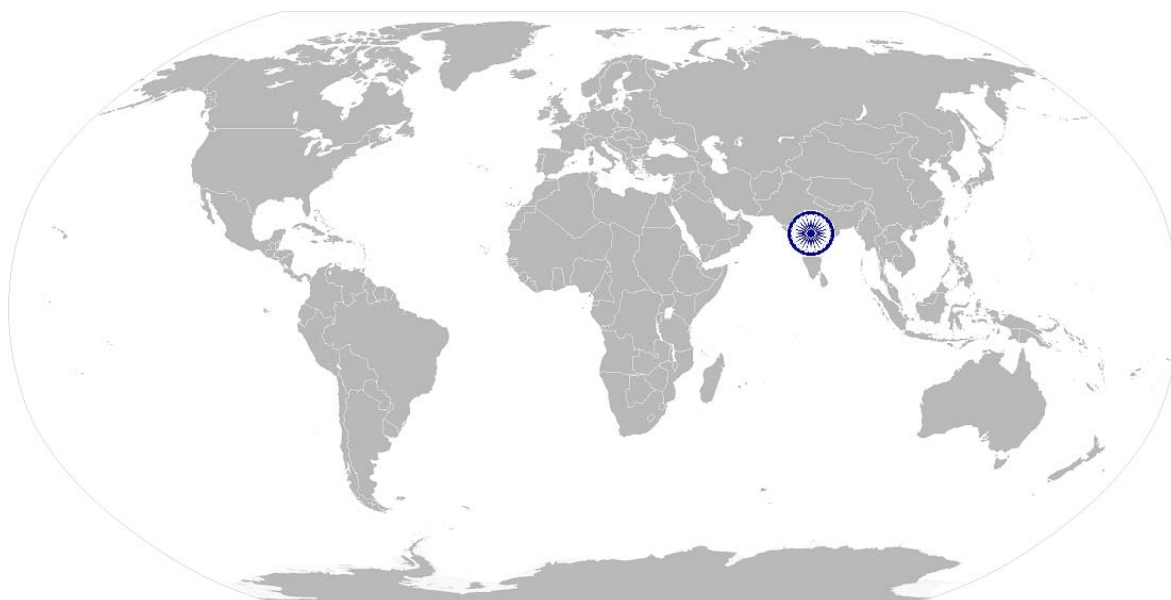
	SA2. Write daily work report
	SA3. Write grievance complaint application
	Reading Skills
	You need to know and understand how to: SA4. Read and comprehend written instructions SA5. Read any application sent by other colleagues
	Oral Communication (Listening and Speaking skills)
	You need to know and understand how to: SA6. Communicate with supervisor appropriately SA7. Talk to co-workers to convey information effectively
B. Professional Skills	Problem Solving
	You need to know and understand how to: SB1. Identify the real reason of problem faced SB2. Be able to find the most effective solution to the problems faced
	Attention to Detail
	You need to know and understand how to: SB3. Apply good attention to detail SB4. Ensure every kind of communication is error free
	You need to know and understand how to: SB5. Communicate effectively SB6. Apply leadership skills wherever required SB7. Take initiative at the right place SB8. Understand the requirement to be creative

TSC/ N9002

Working in a team

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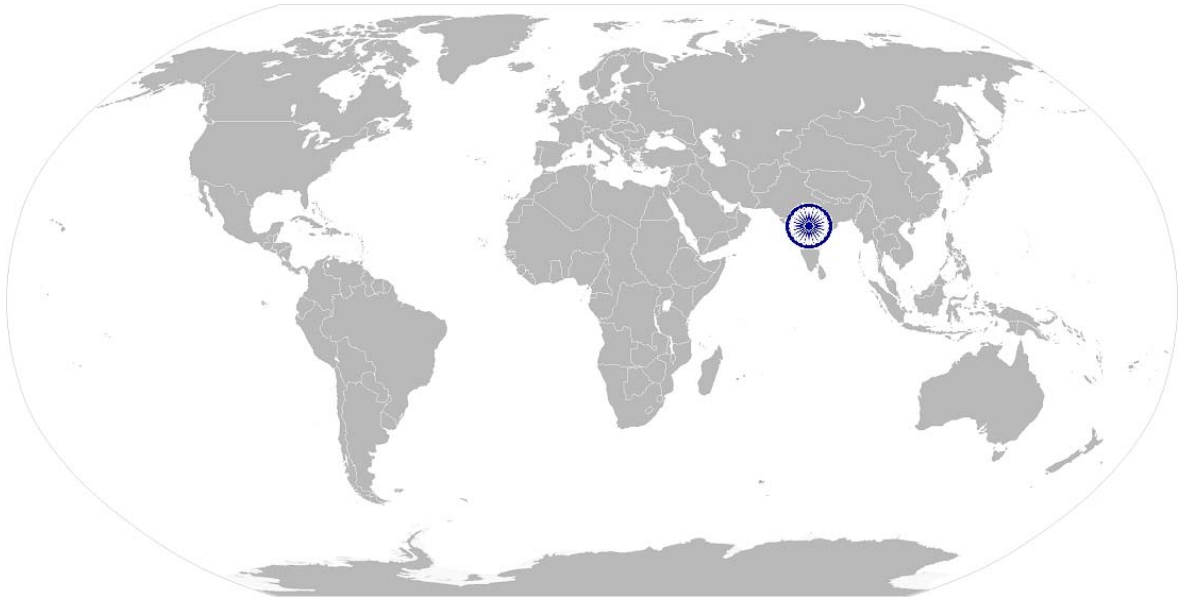
NOS Code	TSC/ N9002		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/15
Industry Sub-sector	Processing	Last reviewed on	25/02/15
Occupation	Dyeing & Printing	Next review date	01/03/16



TSC/ N9003

Maintain health, safety and security at work place

National Occupational Standard



Overview

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

TSC/ N9003

Maintain health, safety and security at work place

Unit Code	TSC/ N9003
Unit Title (Task)	Maintain health, safety and security at work place
Description	This unit provides performance criteria, knowledge & understanding and skills & abilities required to comply with health, safety and security requirements at the workplace and covers procedures to prevent, control and minimize risk to self and others.
Scope	This unit/task covers the following: <ul style="list-style-type: none"> Comply with 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	<p>To be competent, you 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>PC19. identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry</p> <p>PC20. recognise other possible security issues existing in the workplace</p>
Planning the safety techniques	PC21. recognise different measures to curb the hazards

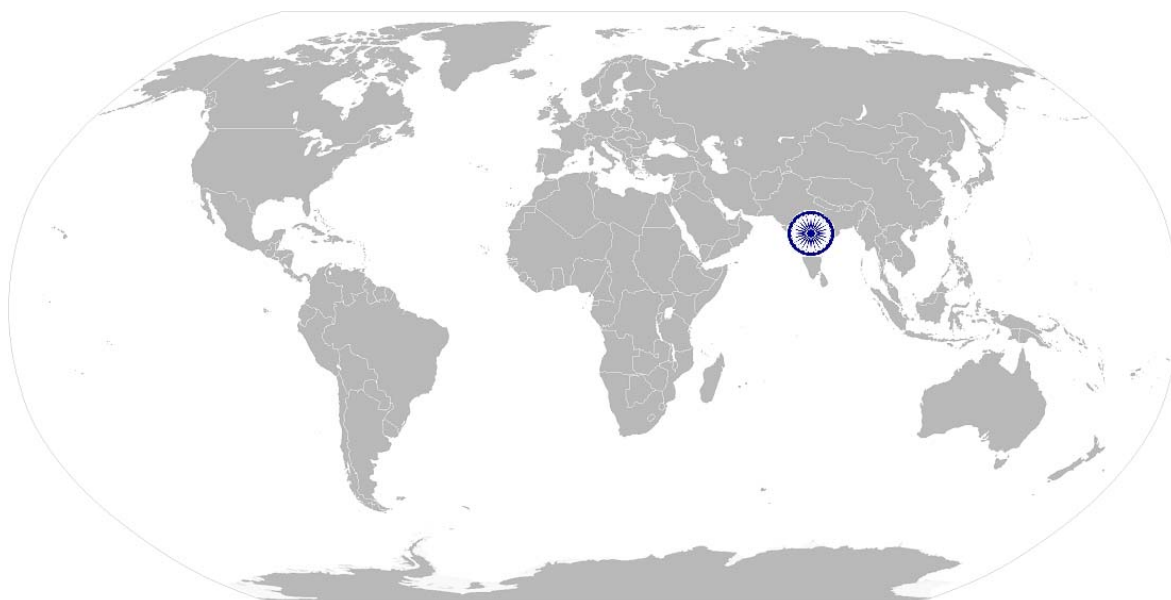
TSC/ N9003
Maintain health, safety and security at work place

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)	<p>You need to know and understand:</p> <p>KA1. Standard operating procedure (SOP) and regulations in a processing unit</p> <p>KA2. Safe working practices to be adopted in processing unit</p> <p>KA3. Quality systems and other processes practiced in the processing unit</p> <p>KA4. Health and safety related practices applicable at the workplace</p> <p>KA5. Potential hazards, risks and threats based on nature of operations</p> <p>KA6. Organizational procedures for safe handling of equipment and machine operations</p> <p>KA7. Potential risks due to own actions and methods to minimize these</p> <p>KA8. Environmental management system related procedures at the workplace</p> <p>KA9. Layout of the plant and details of emergency exits, escape routes, emergency equipment and assembly points</p> <p>KA10. Potential accidents and emergencies and response to these scenarios</p> <p>KA11. Reporting protocol and documentation required</p> <p>KA12. Details of personnel trained in first aid, fire-fighting and emergency response</p> <p>KA13. Actions to take in the event of a mock drills/ evacuation procedures or actual accident, emergency or fire</p>
B. Technical Knowledge	<p>You need to know and understand:</p> <p>KB1. Occupational health and safety risks and methods</p> <p>KB2. Personal protective equipment and method of use</p> <p>KB3. Identification, handling and storage of hazardous substances</p> <p>KB4. Proper disposal system for waste and by-products</p> <p>KB5. Signage related to health and safety and their meaning</p> <p>KB6. Importance of sound health, hygiene and good habits</p> <p>KB7. Ill-effects of alcohol, tobacco and drugs</p>
Skills (S)	
A. Core Skills/ Generic Skills	Writing Skills
	You need to know and understand how to:
	SA1. Write in basic language
	Reading Skills
	You need to know how to:
	SA2. Read and understand the company instructions SA3. Read and understand the basic language SA4. Read and understand the safety guidelines
B. Professional Skills	Oral Communication (Listening and Speaking skills)
	SA5. Listen to others attentively
	SA6. Respond to emergencies, accidents or fire at the workplace
	SA7. Evacuate the premises and help others in need while doing so
	SA8. The value of physical fitness, personal hygiene and good habits
	SA9. Talk with others politely
B. Professional Skills	Decision Making
	SB1. Identify correct safety measure for particular hazard

TSC/ N9003

Maintain health, safety and security at work place

	SB2. Make required safety plans as and when required
	SB3. Raise alarm in case of emergency
	Analytical Thinking
	SB4. Know the use of correct safety measure whenever required
	Attention to Detail
	SB5. Be attentive to details
	SB6. Be careful to avoid occurrence of hazards You need to know and understand :
	SB7. Maintain neatness at work
	SB8. Procedure for reporting unwanted behavior

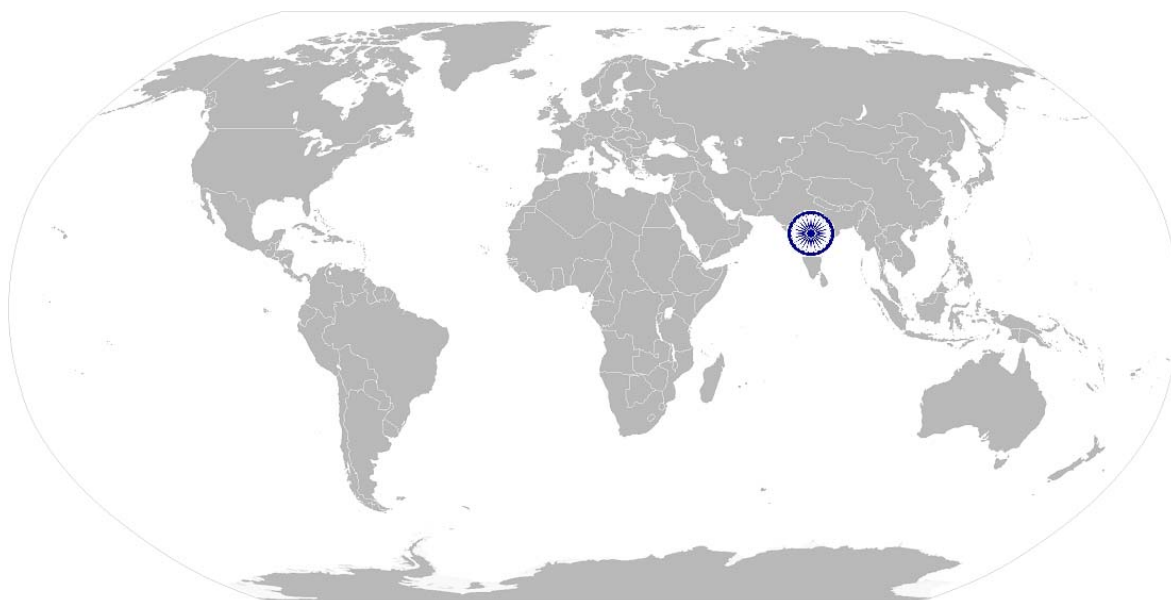


TSC/ N9003

Maintain health, safety and security at work place

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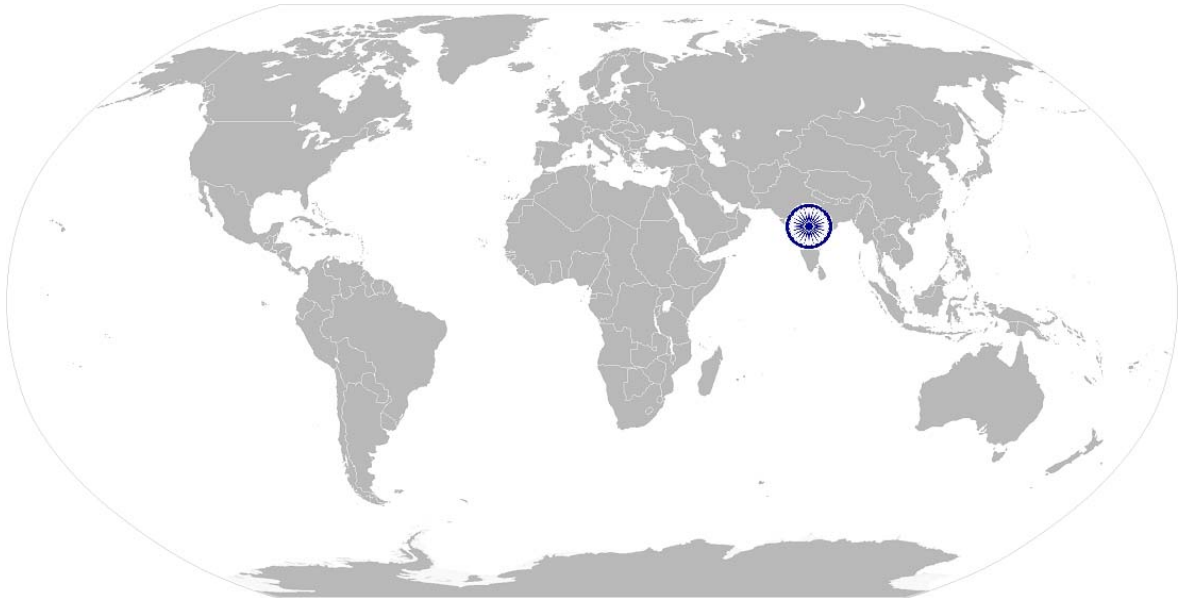
NOS Code	TSC/ N9003		
Credits (NSQF) [OPTIONAL]	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/15
Industry Sub-sector	Processing	Last reviewed on	25/02/15
Occupation	Dyeing & Printing	Next review date	01/03/16



TSC/ N9004

Comply with industry and organizational requirements

National Occupational Standard



Overview

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

TSC/ N9004

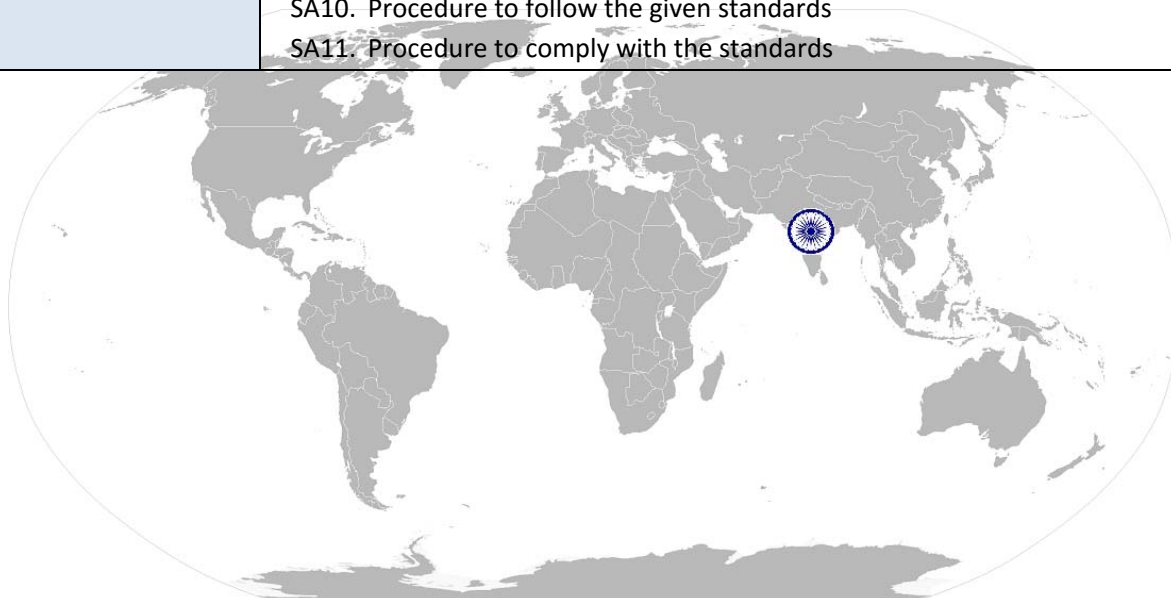
Comply with industry and organizational requirements

National Occupational Standard	Unit Code	TSC/ N9004
	Unit Title (Task)	Comply with industry and organizational requirements
	Description	This unit is about knowing, understanding, and complying with the requirements of the organization and the textile industry
	Scope	This unit/task covers the following: <ul style="list-style-type: none"> 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	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
	Organisational standards	PC9. know the organisational standards PC10. implement them in your performance PC11. motivate others to follow them
	Industry standards	PC12. know the industry standards PC13. align them with organisation standards
Knowledge and Understanding (K)		
A. Organizational Context (Knowledge of the company/ organization and its processes)		You need to know and understand: KA1. Standard operating procedure (SOP) and regulations in a processing unit KA2. Reporting to the supervisor or higher authority KA3. Knowledge of organisational standards KA4. Knowledge of industry standards
B. Technical Knowledge		KB1. Process and material flow in a processing unit KB2. Importance of complying with the standards KB3. Guidelines for cleaning the various part of processing unit machine
Skills (S)		
A. Core Skills/ Generic Skills		Writing Skills
		You need to know and understand how to: SA1. Write reports SA2. Write clear and short sentences

TSC/ N9004

Comply with industry and organizational requirements

	Reading Skills
	You need to know and understand how to:
	SA3. Read the basic language SA4. Read one more language than the basic language SA5. Read and comprehend the standards and rules
	Oral Communication (Listening and Speaking skills)
	You need to know and understand how to:
	SA6. Talk effectively with others
	SA7. Put forward your point
	SA8. Listen to others
	You need to know and understand :
	SA9. Procedure of preparing the industry standards
	SA10. Procedure to follow the given standards
	SA11. Procedure to comply with the standards

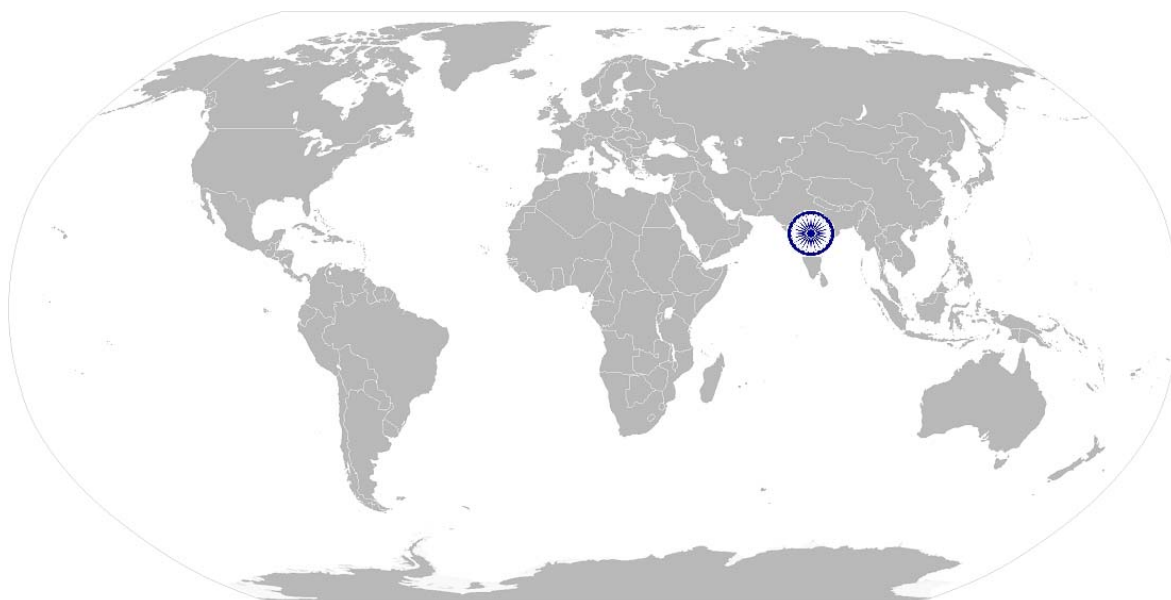


TSC/ N9004

Comply with industry and organizational requirements

NOS Version Control

NOS Code	TSC/N 9004		
Credits (NSQF) [OPTIONAL]	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/15
Industry Sub-sector	Processing	Last reviewed on	25/02/15
Occupation	Dyeing & Printing	Next review date	01/03/16



Job Role: Screen Preparatory Operator – Rotary/ Flat bed Qualification Pack: Screen Preparatory Operator – Rotary/ Flat bed Sector Skill Council: Textile Sector Skill Council						
Guidelines for assessment :- 1. Criteria for assessment for each qualification pack will be created by the Sector Skill Council. Each performance criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for theory & skill practical for each PC. 2. The assessment for the theory part will be based on knowledge bank of question created by the SSC. 3. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training centre (as per assessment criteria below). 4. To pass the qualification pack, every trainee should score a minimum of 80%.						
National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
1.TSC/N 5217 (Taking charge of shift and handing over shift to Screen Preparatory Operator Rotary/ Flat Bed)	PC1. should come atleast 10 - 15 minutes earlier to the work place	36	2	0	2	0
	PC2. should bring the necessary operational tools to the department		1	0	1	0
	PC3. should meet the previous shift operator and discuss with him/ her regarding the issues faced by them with respect to the quality ,production ,spare ,safety or any other specific instruction etc.		3	1	1	1
	PC4. understand the printing screen being exposed and the process going on .		2	1	1	0
	PC5. ensure the technical details are mentioned on the job card display on the machine		2	1	1	0
	PC6. should check for the availability of the spare design screens ready for exposing		1	0	1	0
	PC7. should check the design screens for next batch to be developed for printing are ready near the machine		1	0	1	0

	PC8. Check that required coating & exposing chemicals & mesh fabric is available in the department		1	0	1	0
	PC9. should check the cleanliness of the machines & other work areas		2	0	2	0
	PC10. should question the previous shift operator for any deviation in the above and should bring the same to the knowledge of his/ her shift superior as well as that of the previous shift.		2	0	2	0
	PC11. should take over the shift from the outgoing operator in a proper manner		2	0	2	0
	PC12. ensure in providing the details regarding quality & the process running on the machine		2	1	0	1
	PC13. to provide all relevant information regarding the stoppages or breakdown in the machine, any damage to the, design screen or machine.		2	0	2	0
	PC14. should ensure that a set of coated screens is ready for exposing for emergency		1	0	1	0
	PC15. should ensure the design screens for next lot to be printed is ready near the machine already washed & dried		1	0	1	0
	PC16. ensure the required coating & exposing chemicals & design films for the next lot or next design are ready		1	0	1	0
	PC17. should get clearance from the incoming counterpart before leaving the work spot		2	0	2	0
	PC18. should report to his/ her shift superiors as well as that of the incoming shift operator in case his/ her counterpart doesn't report for the incoming shift		2	0	2	
	PC19. ensure the shift has to be properly handed over to the incoming shift operator		1	0	1	0

	PC20. should 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		2	0	2	0
	PC21. should collect the wastes from waste collection bags, weigh them and transport to storage area		1	0	1	0
	PC22. ensure the machine and its work place is clean		2	0	2	0
	Total		36	4	30	2
		Weight age %		11%	83%	6%
2. TSC/N 5218 (Preparing the Design Screen for Rotary/ Flat Bed)	PC1. understand the task mentioned in the work order	52	3	1	1	1
	PC2. check the art work or the design film to be exposed		2	0	2	0
	PC3. check the design repeat		3	1	2	0
	PC4. check the no. of colours to be printed		2	0	2	0
	PC5. clean the screen frames		2	0	2	0
	PC6. select the right mesh size depending upon the design to be printed		3	1	2	0
	PC7. cut the required no. of mesh fabric as per size of screen		2	0	2	0
	PC8. stretch the mesh on all frames evenly & leave it for few hours		2	0	2	0
	PC9. re stretch the mesh again & stick it to the frame with glue		2	0	2	0
	PC10. degrease the screen thoroughly using screen degreaser		3	1	2	
	PC11. apply solvent resistant direct emulsion evenly to the screen		3	1	2	0
	PC12. dry the screen completely before exposure		2	0	2	
	PC13. maintain optimum drying conditions in the drying area		3	1	1	1
	PC14. ensure the drying area is warm & dust free		2	0	2	0
	PC15. expose the screen using a light exposure unit		3	1	2	0

	PC16. wash the exposed screen thoroughly		3	0	3	0
	PC17. dry the screen completely		2	0	2	0
	PC18. keep the exposing machine & other equipment clean at all times		2	0	2	0
	PC19. follow the preventive maintenance schedule & ensure the machine is running		2	0	2	0
	PC20. smoothly		2	0	2	0
	PC21. check that all controls are functioning properly		2	1	1	0
	PC22. replace the exposing unit bulbs when it's due		1	0	2	0
	PC23. keep the exposing & drying area dust free		1	0	0	0
	Total		52	8	42	2
		Weightage %		15%	81%	4%
3. TSC/N 5219 (Check the quality of exposed Design Screen for Rotary/ Flat Bed)	PC1. examine the screen under white light for pinhole & other defects	10	3	1	2	0
	PC2. do the touching of any pin holes or other defects		3	0	3	0
	PC3. mask the sides with tape to avoid wastage of print paste		2	0	2	0
	PC4. fix the end rings to the screen in case of Rotary screen		2	0	2	0
	Total		10	1	9	0
		Weightage %		10%	90%	0%
4.TSC/ N9001 (Maintaining work area, tools and machines)	PC1. handle materials, machinery, equipment and tools with care and use them in the correct way	29	3	1	2	0
	PC2. use correct lifting and handling procedures		1	0	1	0
	PC3. use materials to minimize waste		2	1	1	0
	PC4. maintain a clean and hazard free working area		3	1	1	1
	PC5. maintain tools and equipment		3	1	2	0
	PC6. carry out running maintenance within agreed schedules		2	1	1	0

	PC7. carry out maintenance and/or cleaning within one's responsibility		1	0	1	0
	PC8. report unsafe equipment and other dangerous occurrences		1	1	0	0
	PC9. ensure that the correct machine guards are in place		2	1	1	0
	PC10. work in a comfortable position with the correct posture		3	1	2	0
	PC11. use cleaning equipment and methods appropriate for the work to be carried out		2	1	1	0
	PC12. dispose of waste safely in the designated location		2	0	2	0
	PC13. store cleaning equipment safely after use		2	0	2	0
	PC14. carry out cleaning according to schedules and limits of responsibility		2	1	1	0
	Total		29	10	18	1
		Weightage %		35%	62%	3%
5.TSC/ N9002 (Working in a team)	PC1. Be accountable to the own role in whole process	26	2	1	1	0
	PC2. Perform all roles with full responsibility		3	1	2	0
	PC3. Be effective and efficient at workplace		4	1	2	1
	PC4. Properly communicate about company policies		2	1	0	1
	PC5. Report all problems faced during the process		1	1	0	0
	PC6. Talk politely with other team members and colleagues		2	1	1	0
	PC7. Submit daily report of own performance		1	0	1	0
	PC8. Adjust in different work situations		2	0	2	0
	PC9. Give due importance to others' point of view		2	1	0	1
	PC10. Avoid conflicting situations		3	1	1	1
	PC11. Collaborate with colleagues performing the pre-required and post-required		2	1	1	0

	PC12. Develop new ideas for work procedures		1	0	1	0
	PC13. Improve upon the existing techniques to increase process efficiency		1	1	0	0
	Total		26	10	12	4
		Weightage %		46%	39%	15%
6. TSC/ N9003 (Maintain health, safety and security at work place)	PC1. comply with health and safety related instructions applicable to the workplace	71	5	1	3	1
	PC2. use and maintain personal protective equipment such as “ear plug” “nose mask” “head cap” etc., as per protocol		5	1	3	1
	PC3. carry out own activities in line with approved guidelines and procedures		3	1	2	0
	PC4. maintain a healthy lifestyle and guard against dependency on intoxicants		2	1	0	1
	PC5. follow environment management system related procedures		3	1	2	0
	PC6. identify and correct (if possible) malfunctions in machinery and equipment		3	1	1	1
	PC7. report any service malfunctions that cannot be rectified		2	1	0	1
	PC8. store materials and equipment in line with organisational requirements		2	0	1	1
	PC9. safely handle and remove waste		2	0	2	0
	PC10. minimize health and safety risks to self and others due to own actions		3	1	1	1
	PC11. seek clarifications, from supervisors or other authorized personnel in case of perceived risks		3	1	1	1
	PC12. monitor the workplace and work processes for potential risks and threat		2	0	2	0
	PC13. carry out periodic walk-through to keep work area free		3	2	0	1

	from hazards and obstructions, if assigned					
	PC14. report hazards and potential risks/ threats to supervisors or other authorized personnel		3	2	0	1
	PC15. participate in mock drills/ evacuation procedures organized at the workplace		3	1	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		4	1	2	1
	PC18. follow organisation procedures for shutdown and evacuation when required		2	0	2	0
	PC19. identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry		5	1	3	1
	PC20. recognise other possible security issues existing in the workplace		3	1	1	1
	PC21. recognise different measures to curb the hazards		3	1	2	0
	PC22. communicate the safety plan to everyone		3	2	0	1
	PC23. attach disciplinary rules with the implementation		2	1	1	0
	Total		71	23	33	15
		Weightage %		32%	47%	21%
7. TSC/ N9004 Comply with industry and organizational requirements	PC1. perform own duties effectively	39	4	1	2	1
	PC2. take responsibility for own actions		4	1	2	1
	PC3. be accountable towards the job role and assigned duties		3	1	1	1
	PC4. take initiative and innovate the existing methods		4	1	2	1
	PC5. focus on self-learning and improvement		3	1	1	1
	PC6. co-ordinate with all the team members and colleagues		3	1	2	0

	PC7. communicate politely		3	1	2	0
	PC8. avoid conflicts and miscommunication		3	1	2	0
	PC9. know the organisational standards		2	1	1	0
	PC10. implement them in your performance		3	1	2	0
	PC11. motivate others to follow them		3	1	2	0
	PC12. know the industry standards		2	1	0	1
	PC13. align them with organisation standards		2	0	2	0
	Total		39	12	21	6
		Weightage %		31%	54%	15%
	Grand Total		263	68	165	30