

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 – Speed Frame Operator-Tenter and Doffer

SECTOR: TEXTILE

SUB-SECTOR: SPINNING

OCCUPATION: SPINNING PREPARATORY

REFERENCE ID: TSC/ Q 0106

ALIGNED TO: NCO-2004 / 8261.50

Brief Job Description: A speed frame operator is responsible for carrying out tenting and doffing activities in a speed frame machine. A speed frame operator should be able to piece the sliver, piece the roving and carry out routine cleaning and preventive maintenance activities, doff the roving bobbins and ensure that quality roving bobbin is produced in speed frame machine.

This job requires the individual to have thorough knowledge of process flow and material flow in a spinning mill for yarn production and should know about the important functions and operations of a speed frame machine.

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

Job Details	Qualifications Pack Code	TSC/Q 0106		
	Job Role	Speed Frame Operator – Tenter & Doffer		
	Credits (NSQF)	TBD	Version number	1.0
	Sector	Textile	Drafted on	15/12/14
	Sub-sector	Spinning	Last reviewed on	25/02/15
	Occupation	Spinning	Next review date	01/03/16
	Job Role	Speed Frame Operator – Tenter & Doffer		
Role Description		To carry out tenting and doffing activities in a speed frame machine ensuring minimum machine stoppage and achieving maximum production, along with minimum time for carrying out doffing activities and ensure proper functioning of speed frame machine.		
NSQF level		4		
Minimum Educational Qualifications		5 th standard, preferably		
Maximum Educational Qualifications		N/A		
Training (Suggested but not mandatory)		Not Applicable		
Experience		Preferably 1-2 years of work experience in a textile mill		
National Occupational Standards (NOS)		Compulsory: <ol style="list-style-type: none"> TSC/ N 0116 Taking charge of shift and handing over shift to Speed Frame Operator-Tenter and Doffer TSC/N 0117 Piecing the broken sliver TSC/N 0118 Piecing the broken roving TSC/N 0119 Preparing for doffing TSC/N 0120 Carryout doffing activity at Speed frame TSC/N 0121 Tenting responsibilities TSC/N 0122 Carry out additional tenting responsibilities effectively TSC/ N9001 Maintain work area, tools and machines TSC/ N9002 Working in a team TSC/ N9003 Maintain health, safety and security at workplace TSC/ N9004 Comply with industry and organizational requirement Optional: Not Applicable		
Performance Criteria		As described in the relevant OS units		

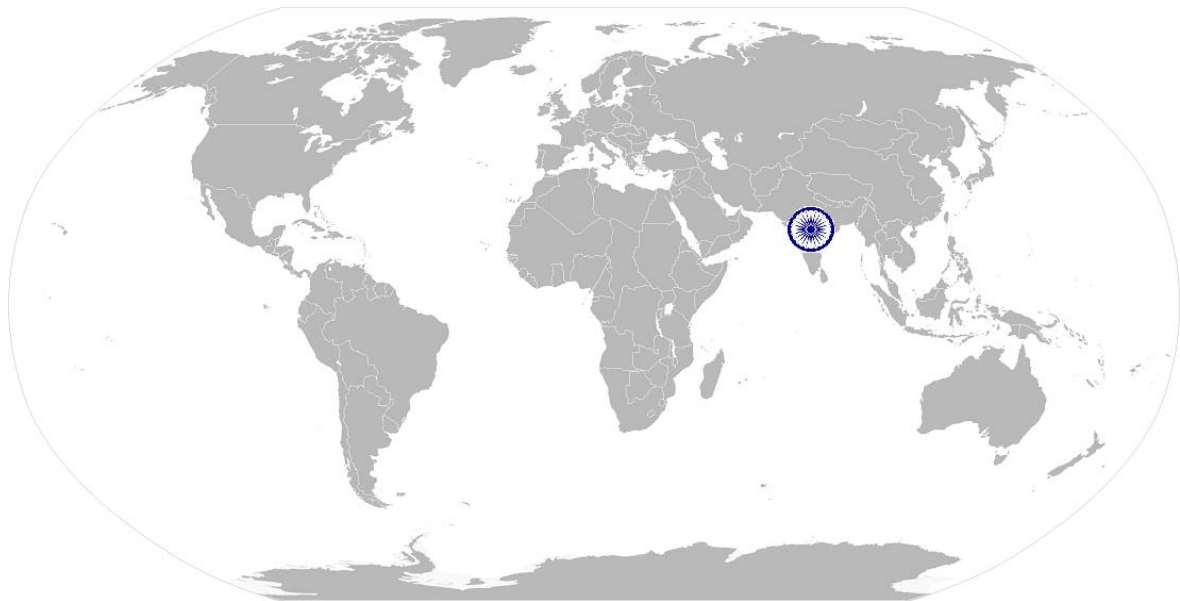
Table 1: Glossary of Key Terms

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/ N0116 Taking charge of shift and handing over shift to Speed Frame Operator- Tenter and Doffer

National Occupational Standard



Overview

This unit is about taking charge of shift from previous shift Speed Frame Operator-tenter and Doffer and relieving the responsibilities to the next shift Speed Frame Operator-tenter and Doffer.

TSC/ N0116 Taking charge of shift and handing over shift to Speed Frame Operator – Tenter and Doffer

National Occupational Standard	Unit Code	TSC/ N0116
	Unit Title (Task)	Taking charge of shift and handing over shift to Speed Frame Operator-Tenter and Doffer
	Description	This unit is about taking charge of shift from previous shift Speed Frame Operator-tenter and Doffer and relieving the responsibilities to the next shift Speed Frame Operator-tenter and Doffer
	Scope	This unit/task covers the following: <ul style="list-style-type: none"> Taking charge of shift from Speed Frame Operator-tenter and Doffer Handing over shift to Speed Frame Operator-tenter and Doffer
	Elements	Performance Criteria
	Taking charge of shift from Speed Frame Operator-tenter and Doffer	<p>To be competent, you must be able to:</p> <p>PC1. come atleast 10 - 15 minutes earlier to the work spot</p> <p>PC2. bring the necessary operational tools to the department</p> <p>PC3. 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.</p> <p>PC4. understand the count produced, colour coding, followed in the speed frames for his allocated number of spindles or machines</p> <p>PC5. ensure the technical details are mentioned in the display board in the speed frame machine</p> <p>PC6. should check for the availability of the spare roving bobbins</p> <p>PC7. should check the availability of bobbin trolley with technical details mentioned regarding the count being produced</p> <p>PC8. check the condition of running travellers</p> <p>PC9. check that roving passage and yarn formation is proper</p> <p>PC10. should check for the run outs , availability of the roving bobbins</p> <p>PC11. ensure all the spindles are running properly, if not reason for idle spindles should be enquired and reported to the superiors</p> <p>PC12. should check the condition of different running bobbins</p> <p>PC13. ensure proper functioning of speed frame machine parts and machine</p> <p>PC14. ensure all allocated spindles are running with uniform length of roving on bobbin, variations if any should be discussed with operator and reported to superiors</p> <p>PC15. check the condition of running spindles, damages if any should be reported</p> <p>PC16. check the cleanliness of the machines & other work areas</p> <p>PC17. check whether any spare/raw material/ tool / yarn / any other materials are thrown under the machines or in the other work areas.</p> <p>PC18. question the previous shift operator for any deviation in the above and should bring the same to the knowledge of his/ her shift superior and that of the previous shift as well.</p> <p>PC19. ensure no roller lapping in speed frame</p> <p>PC20. remove the roller lapping manually, if any, without damaging the cots</p> <p>PC21. ensure that only the correct size of spacer is used for replacement</p>

**TSC/ N0116 Taking charge of shift and handing over shift to Speed Frame Operator –
Tenter and Doffer**

	<p>PC22. ensure the wastes collection boxes are empty while taking charge of shift</p> <p>PC23. ensure the work spot is clean</p> <p>PC24. should take over the shift from the outgoing speed frame operator in a proper manner</p>
Handing over shift to Speed Frame Operator-tenter and Doffer	<p>PC25. ensure in providing the details regarding hank / count produced, colour coding followed in the speed frames for his allocated number of spindles or machines</p> <p>PC26. to provide all relevant information regarding the count produced, idle spindles, damaged machine parts if any</p> <p>PC27. should get clearance from the incoming counterpart before leaving the work spot</p> <p>PC28. should 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</p> <p>PC29. ensure that the shift has to be properly handed over to the incoming shift operator</p> <p>PC30. 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>PC31. should collect the wastes from waste collection bags, weigh them and transport to storage area</p> <p>PC32. ensure the work spot 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 procedures (SOP) and regulations in a spinning mill</p> <p>KA2. safe working practices to be adopted in spinning mill</p> <p>KA3. quality systems and other processes practiced in the spinning mill</p> <p>KA4. reporting to the supervisor or higher authority in case of emergency</p> <p>KA5. color coding adopted for different counts in the spinning mill</p>
B. Technical Knowledge	<p>KB1. understanding the importance of</p> <ul style="list-style-type: none"> • types of fibres • roving hank • importance of roving quality • types of roving defects <p>KB2. process flow in a spinning mill</p> <p>KB3. material flow in a spinning mill</p> <p>KB4. importance of mixing& count change</p> <p>KB5. functions of different parts of speed frame machine</p> <p>KB6. importance of colour coding followed for different counts in spinning mill</p> <p>KB7. knowledge of waste collection system & equipments used</p> <p>KB8. importance of material handling and types of material handling equipments used</p> <p>KB9. functions and methodology for operating different material handling equipments</p> <p>KB10. guidelines for operating the speed frame machine</p>

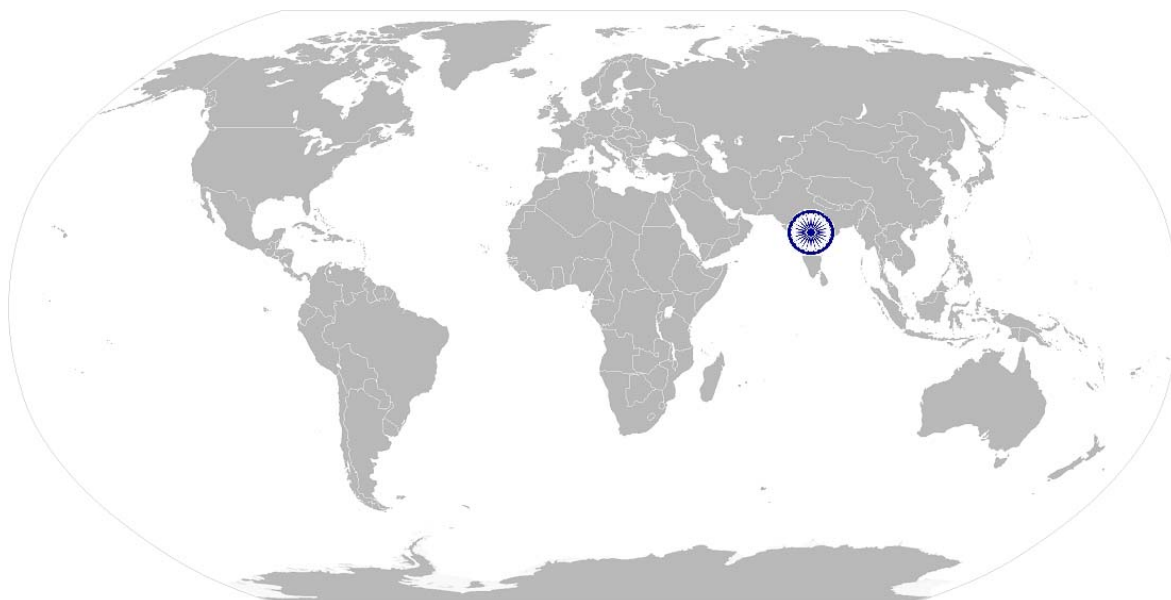
**TSC/ N0116 Taking charge of shift and handing over shift to Speed Frame Operator –
Tenter and Doffer**

	<p>KB11. guidelines for taking charge of shift from previous shift Speed Frame Operator-tenter and Doffer</p> <p>KB12. guidelines for handing over the shift to the next shift Speed Frame Operator-tenter and Doffer</p> <p>KB13. importance of cleanliness at workplace</p> <p>KB14. safety procedures to be followed in a speed frame 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
	SA2. read and comprehend written instructions
	Oral Communication (Listening and Speaking skills)
	SA3. communicate with supervisor appropriately
	SA4. talk to others to convey information effectively
B. Professional Skills	Problem Solving
	You need to know and understand how to:
	SB1. apply problem-solving approaches in different situations
	SB2. refer anomalies to the supervisor
	SB3. seek clarification on problems from others
	Attention to Detail
	SB1. apply good attention to detail
	SB2. check your work is complete and free from errors
	You need to know and understand how to:
	SB3. patrol around the speed frame machine and identify sliver breakage, sliver exhaust, roving breakage or bobbin exhaust
	SB4. Operate different material handling tools and equipments
	SB5. patrol around the speed frame departments ad identifying worn out or damaged machine parts
	SB6. check the quality of sliver, roving bobbins, proper functioning of machine parts in speed frame machine
	SB7. maintain neatness at work place

**TSC/ N0116 Taking charge of shift and handing over shift to Speed Frame Operator –
Tenter and Doffer**

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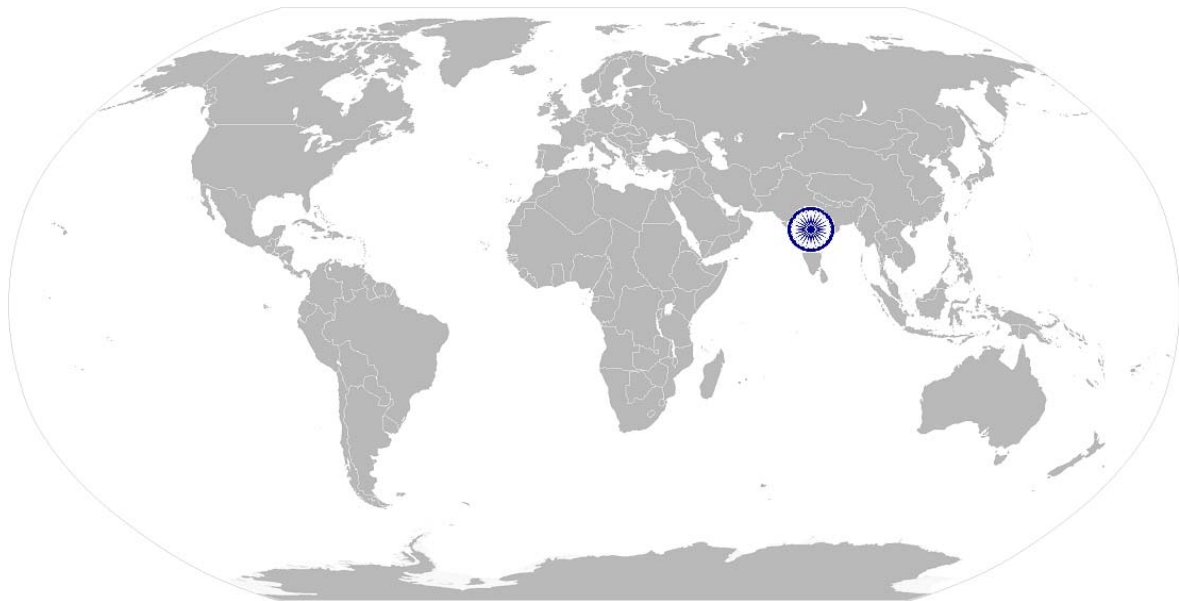
NOS Code	TSC/ N0116		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Spinning	Last reviewed on	25/02/15
Occupation	Spinning Preparatory	Next review date	01/03/16



TSC/Q 0117

Piecing the broken sliver

National Occupational Standard



Overview

This unit is about carrying out the piecing activities in a speed frame machine in the event of a sliver breakage.

TSC/Q 0117

Piecing the broken sliver

Unit Code	TSC/Q 0117
Unit Title (Task)	Piecing the broken sliver
Description	This unit is about following the procedure for carrying out piecing activities in the event of a sliver breakage
Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> attending the machine on sliver breakage piecing the broken sliver feeding / replacing sliver can material handling of the sliver checking the quality of sliver piecing and starting the machine
Performance Criteria (PC) w.r.t. the Scope	
Elements	Performance Criteria
Attending the machine on sliver breakage	<p>To be competent, you must be able to:</p> <p>PC1. Identify whether the machine stoppage is due to a sliver breakage or roving breakage</p> <p>PC2. move in the creel and identify which sliver is broken</p> <p>PC3. identify the reasons for sliver breakage by viewing the breakage spot i.e., whether sliver is broken at creel or sliver is exhausted in the sliver can</p> <p>PC4. ensure minimum time is taken for attending the sliver breakage</p>
Piecing the broken sliver	<p>PC5. ensure that the sliver passes through the creeling section without affecting the quality of sliver</p> <p>PC6. ensure proper length of sliver is available for piecing</p> <p>PC7. piece the broken sliver together in the event of sliver breakage at creel section</p> <p>PC8. piece the sliver between cans in the event of sliver exhaust in sliver can and replacement with a full sliver can</p> <p>PC9. keep the sliver waste in the waste collection pocket provided to each tenter and then put in the waste collection box</p> <p>PC10. ensure standard piecing procedure is adopted and quality of piecing is as per standards</p> <p>PC11. ensure minimum time is taken for piecing the sliver</p>
Feeding / Replacing sliver can	<p>PC12. inspect the creeling section and identify the empty can and sliver cans which are about to be exhausted</p> <p>PC13. remove the empty can and replace it with the full can</p> <p>PC14. dispose empty can to storage location/drawframe department</p> <p>PC15. bring the full cans from draw frame department or from the drawn sliver can storage location</p> <p>PC16. ensure colour coding of sliver can fed in the creel is correct</p>
Material handling of the sliver	<p>PC17. handle the sliver properly</p> <p>PC18. ensure sliver surface doesn't get damaged</p> <p>PC19. use appropriate trolley to move/transport the sliver cans</p>
Checking the quality of piecing and starting the machine	<p>PC20. verify the quality of piecing done in the sliver</p> <p>PC21. ensure sliver tension in the creeling section is appropriate</p> <p>PC22. ensure proper functioning of the machine</p>

TSC/Q 0117

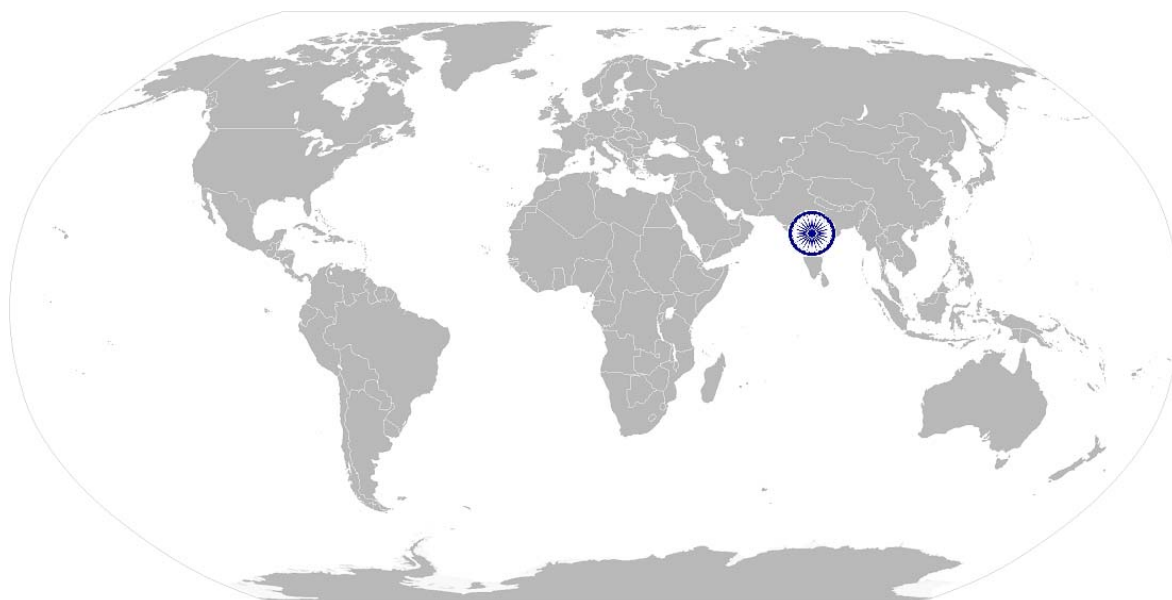
Piecing the broken sliver

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 procedures (SOP) and regulations in a spinning mill</p> <p>KA2. safe working practices to be adopted in a spinning mill</p> <p>KA3. quality systems and other processes practiced in the spinning mill</p> <p>KA4. reporting to the supervisor or higher authority in case of emergency</p> <p>KA5. color coding adopted for different counts in the spinning mill</p>
B. Technical Knowledge	<p>KB1. understanding the importance of</p> <ul style="list-style-type: none"> • types of fibres • types of yarn • yarn count • types of sliver • sliver hank • importance of sliver quality • types of sliver defects • reasons for sliver breakage <p>KB2. process flow in a spinning mill</p> <p>KB3. material flow in a spinning mill</p> <p>KB4. functions of different parts of a speed frame machine</p> <p>KB5. colour coding for sliver cans followed for different counts in spinning mill</p> <p>KB6. functions of various tools and equipments used</p> <p>KB7. knowledge of waste collection system & equipments</p> <p>KB8. types of material handling equipments used</p> <p>KB9. functions and methodology for operating different material handling equipments</p> <p>KB10. understanding the functions of different signal lamps</p> <p>KB11. guidelines for operating the speed frame machine</p> <p>KB12. safety procedures to be followed in a speed frame 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
	SA2. read and comprehend written instructions
	Oral Communication (Listening and Speaking skills)
	SA3. communicate with supervisor appropriately
	SA4. talk to others to convey information effectively
B. Professional Skills	Problem Solving
	You need to know and understand how to:
	SB1. apply problem-solving approaches in different situations
	SB2. refer anomalies to the supervisor
	SB3. seek clarification on problems from others
Attention to Detail	

TSC/Q 0117

Piecing the broken sliver

	<p>SB4. apply good attention to detail</p> <p>SB5. check your work is complete and free from errors</p>
	<p>You need to know and understand how to:</p> <p>SB6. follow standard operating procedures for creeling the sliver</p> <p>SB7. move in the sliver shed to identify the broken sliver</p> <p>SB8. transport the filled and empty can</p> <p>SB9. procedure for unraveling the sliver from the sliver can</p> <p>SB10. adopt standard piecing technique for piecing the broken sliver</p> <p>SB11. analyze the sliver tension with hand</p> <p>SB12. check the quality of piecing</p> <p>SB13. identify the reasons for sliver breakage</p> <p>SB14. maintain neatness at work place</p>

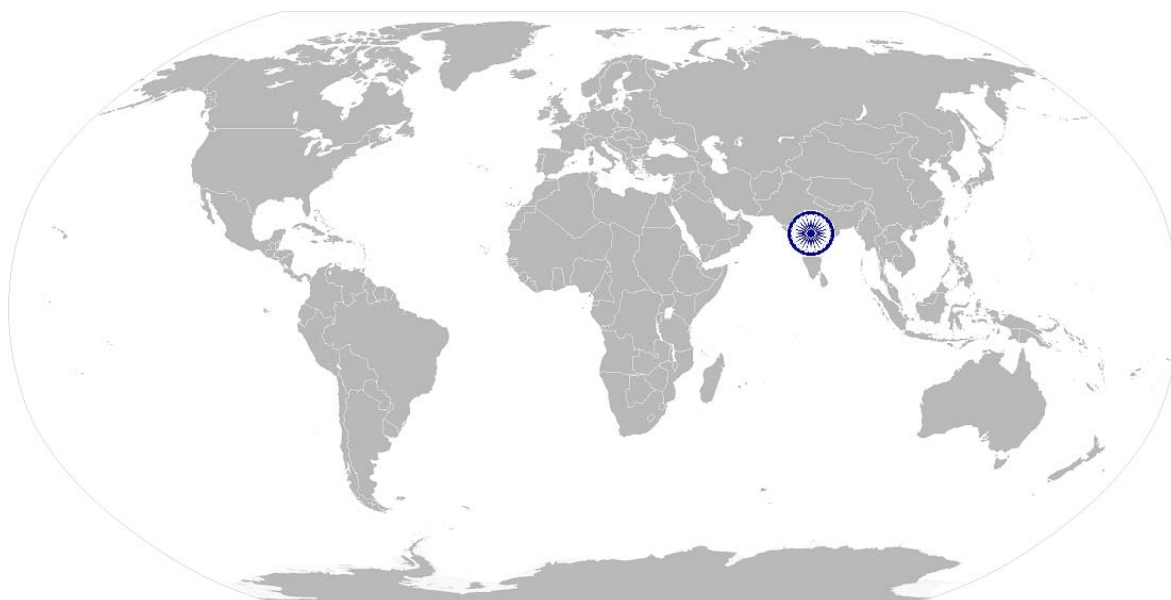


TSC/Q 0117

Piecing the broken sliver

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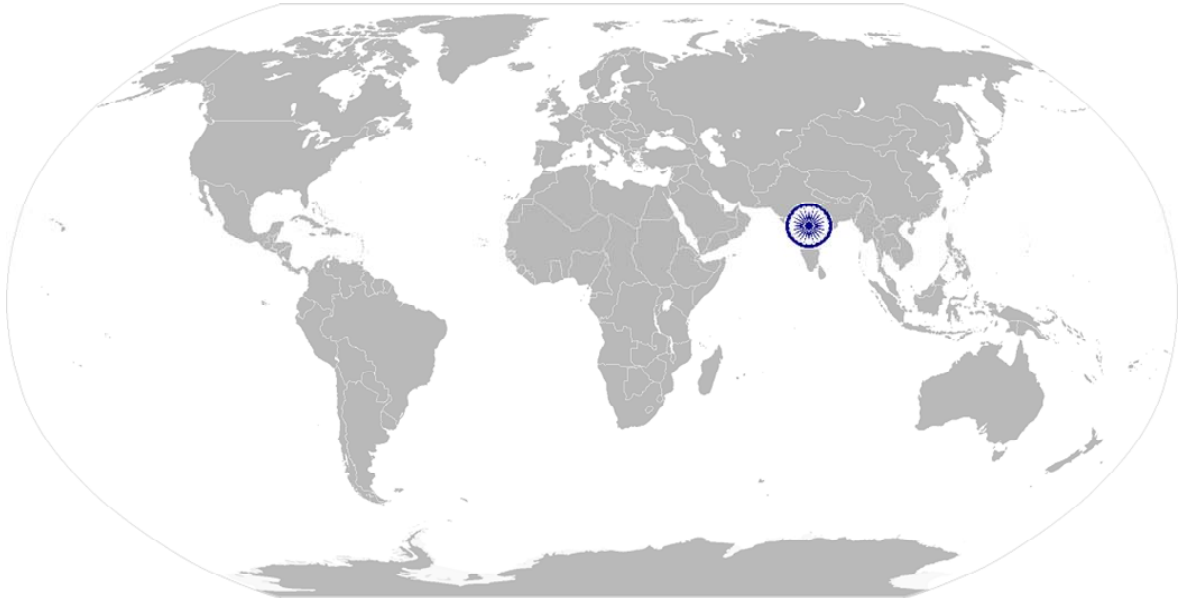
NOS Code	TSC/Q 0117		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Spinning	Last reviewed on	25/02/15
Occupation	Spinning Preparatory	Next review date	01/03/16



TSC/N 0118

Piecing the broken roving

National Occupational Standard



Overview

This unit is about carrying out the piecing activities in a speed frame machine in the event of a roving breakage.


TSC/N 0118

Piecing the broken roving

Unit Code	TSC/N 0118
Unit Title (Task)	Piecing the broken roving
Description	This unit is about carrying out procedure for piecing activities in the event of a roving breakage
Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> attending the machine and identifying roving breakage piecing the broken roving material handling of roving bobbin check the quality of pieced roving, preparing and starting the machine
Performance Criteria (PC) w.r.t. the Scope	
Elements	Performance Criteria
Attending the machine and identifying roving breakage	<p>To be competent, you must be able to:</p> <p>PC1. identify the reason for machine stoppage by seeing the signal lamps.</p> <p>PC2. patrol and identify in which spindle the roving is broken</p> <p>PC3. check and identify the reasons for roving breakage by viewing at the breakage spot i.e., whether the roving is broken at spindle or flyer or drafting zone</p> <p>PC4. ensure minimum time is taken for attending and identifying the roving breakage</p>
Piecing the broken roving	<p>PC5. carryout Inching and trim drafted rove for piecing</p> <p>PC6. lift the bobbin slightly from spindle to unwind the broken roving</p> <p>PC7. unwind or remove the broken roving from the bobbin</p> <p>PC8. unwind extra length of roving from the bobbin</p> <p>PC9. fix the bobbin in a proper manner in the spindle and pass the roving through the false twister making it ready for piecing</p> <p>PC10. Use blow horn to pass the rove end in flyer</p> <p>PC11. piece the roving between false twister and drafting zone by standard piecing techniques</p> <p>PC12. ensure minimum time is taken for piecing the rove</p>
Material handling of roving bobbin	<p>PC13. ensure proper material handling of roving and roving bobbin</p> <p>PC14. ensure surface of roving doesn't get damaged</p> <p>PC15. ensure avoiding usage of damaged or defective bobbins</p>
Check the quality of pieced roving, preparing and starting the machine	<p>PC16. ensure that the quality of piecing is as per standard</p> <p>PC17. ensure the tension of the pieced roving is proper</p> <p>PC18. ensure that the bobbin is perfectly fitted in the spindle</p> <p>PC19. verify proper material passage from drafting zone till the roving is wound on bobbin</p> <p>PC20. Run machine and check</p> <p>PC21. remove the sliver waste and roving waste and deposit in the respective waste collection bags</p> <p>PC22. ensure proper functioning of the machine</p> <p>PC23. ensure and maintain colour code</p>
Knowledge and Understanding (K)	
A. Organizational Context	<p>You need to know and understand:</p> <p>KA1. standard operating procedures (SOP) and regulations in a spinning mill</p>

TSC/N 0118

Piecing the broken roving

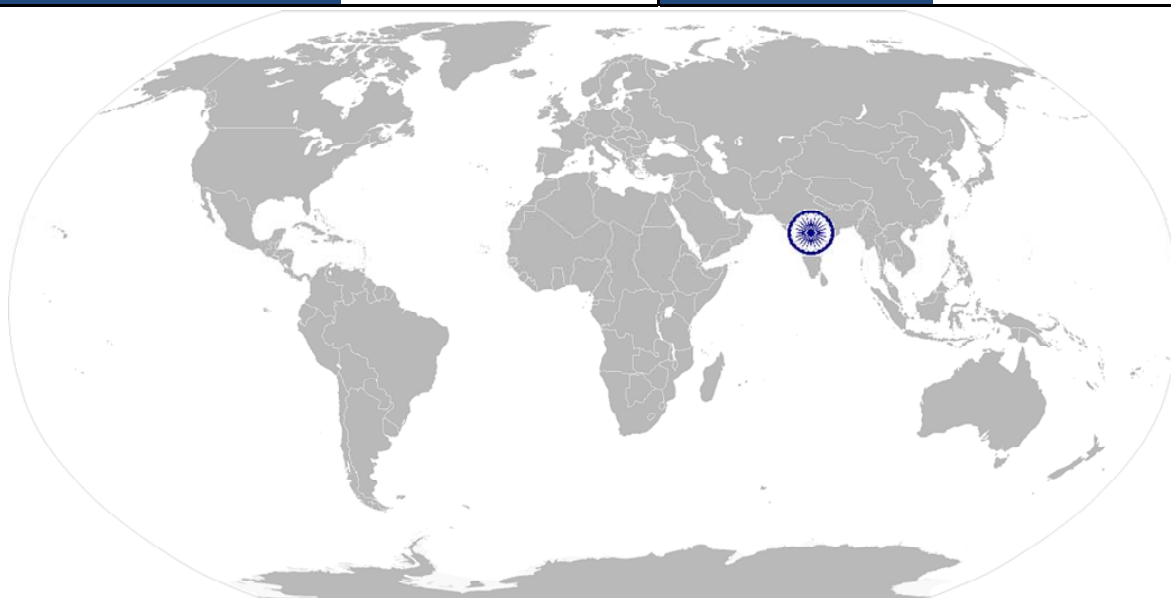
(Knowledge of the company/ organization and its processes)	<p>KA2. safe working practices to be adopted in spinning mill</p> <p>KA3. quality systems and other processes practiced in the spinning mill</p> <p>KA4. reporting to the supervisor or higher authority in case of emergency</p> <p>KA5. color coding adopted for different counts in the spinning mill</p>
B. Technical Knowledge	<p>You need to know and understand:</p> <p>KB1. understanding the importance of different types of fibres, sliver, roving, yarn, hank and count.</p> <p>KB2. understand the types of roving defects and reason for roving breakage</p> <p>KB3. process flow and material flow in a spinning mill</p> <p>KB4. functions of different parts of a speed frame machine</p> <p>KB5. importance of piecing</p> <p>KB6. functions of various tools and equipments used for piecing</p> <p>KB7. knowledge of waste collection system & material handling equipments used</p> <p>KB8. functions of different signal lamps and control buttons</p> <p>KB9. guidelines for operating the speed frame machine</p> <p>KB10. safety procedures to be followed in a speed frame 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
	SA2. comprehend written instructions
	Oral Communication (Listening and Speaking skills)
B. Professional Skills	SA3. communicate with supervisor appropriately
	SA4. talk to others to convey information effectively
	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. procedure for finding the broken roving
	SB7. procedure to patrol across the speed frame machine
	SB8. procedure to unwind and remove the broken roving
	SB9. procedure to unwind extra length of roving from the bobbin
	SB10. procedure for mounting the bobbin in the spindle
	SB11. standard piecing technique for piecing the broken roving
	SB12. procedure to check the quality of piecing
	SB13. maintain neatness at work place

TSC/N 0118

Piecing the broken roving

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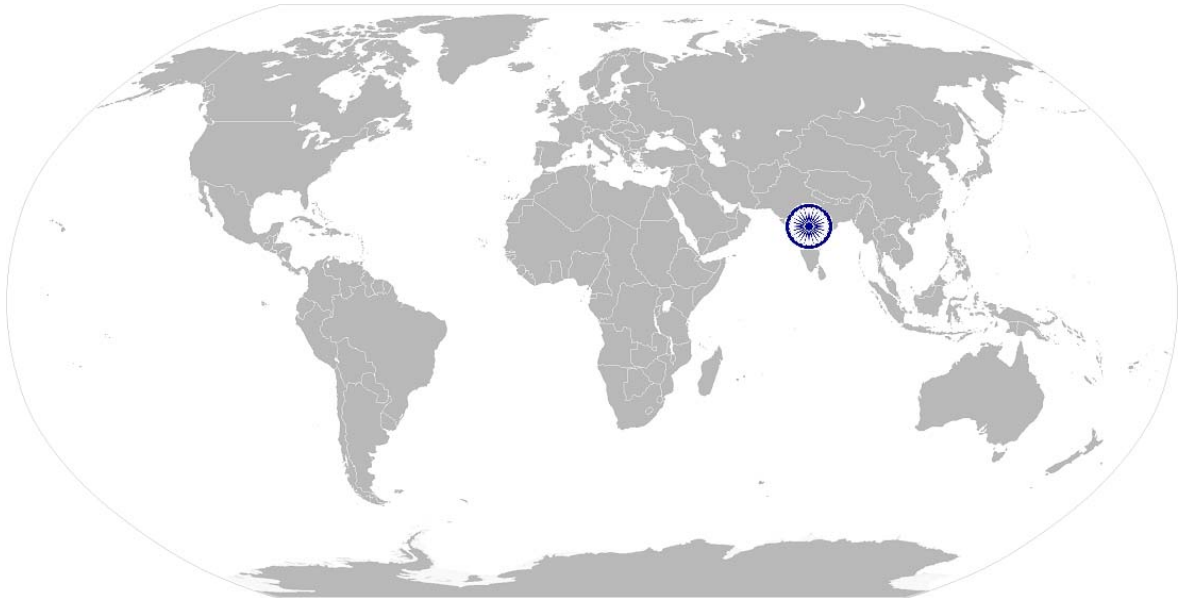
NOS Code	TSC/N 0118		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Spinning	Last reviewed on	21/01/15
Occupation	Spinning Preparatory	Next review date	01/03/16



TSC/N 0119

Preparing for doffing

National Occupational Standard



Overview

This unit is about preparing the speed frame machine for carrying out doffing activities.

TSC/N 0119

Preparing for doffing

Unit Code	TSC/N 0119
Unit Title (Task)	Preparing for doffing
Description	This unit is about doing the preparation for carrying out doffing activity
Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> identify the machine for carrying out doffing activity collect the empty bobbins from storage area load the empty bobbins in the bobbin trolley support in preparing the creel zone in case of count change
Performance Criteria (PC) w.r.t. the Scope	
Elements	Performance Criteria
Identify the machine for carrying out doffing	<p>To be competent you must be able to:</p> <p>PC1. follow the plan as instructed by superior for performing doffing activities at various machines in speed frame department</p> <p>PC2. identify which machine in speed frame departments is ready for doffing</p>
Collect the empty bobbins from storage area	<p>PC3. identify the empty bobbin required for next doff and segregate it size wise, count wise and type wise</p> <p>PC4. ensure the bobbins are clean, clean the empty bobbins if needed</p> <p>PC5. ensure the empty bobbins in good condition</p> <p>PC6. remove the damaged bobbins and store in a separate place</p> <p>PC7. ensure correct sized and colour coded empty bobbin is to be loaded in the bobbin trolley</p> <p>PC8. ensure proper material handling of empty bobbin</p>
Load the empty bobbins in the bobbin trolley	<p>PC9. load the empty bobbins in the bobbin trolley in an organised manner</p> <p>PC10. load the required number of empty bobbins as per requirement in different bobbin trolleys</p> <p>PC11. move and arrange the bobbin trolleys in an organised manner near the speed frame machine</p> <p>PC12. ensure minimum time is taken for carrying out the activities</p>
support in preparing the creel zone in case of count change	<p>PC13. support the tenter in bringing the new sliver cans from the draw frame department to the speed frame creeling zone</p> <p>PC14. to ensure correct sliver can is taken from the draw frame department</p> <p>PC15. arrange the sliver cans in an organised manner near the creel zone</p> <p>PC16. distribute the existing slivers without waste to sliver cans at the time of starting new count or run out or any other time as required</p> <p>PC17. ensure proper material handling of sliver and sliver can</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 procedures (SOP) and regulations in a spinning mill</p> <p>KA2. safe working practices to be adopted in spinning mill</p> <p>KA3. quality systems and other processes practiced in the spinning mill</p> <p>KA4. reporting to the supervisor or higher authority in case of emergency</p> <p>KA5. color coding adopted for different counts in the spinning mill</p>
B. Technical	KA1. process flow and material flow in a spinning mill

TSC/N 0119

Preparing for doffing

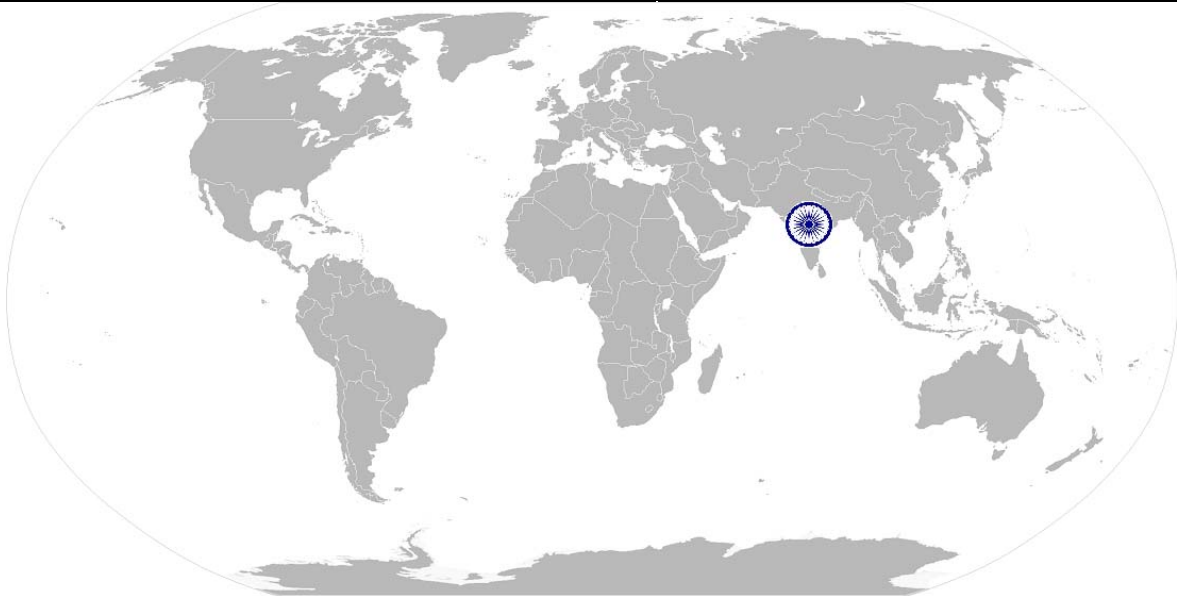
Knowledge	<p>KA2. functions of different parts of a speed frame machine</p> <p>KA3. understanding the importance of fibres, types of yarn, yarn count, types of sliver, sliver hank, importance of sliver and roving quality</p> <p>KA4. knowledge of different type of bobbin</p> <p>KA5. importance of colour coding</p> <p>KA6. importance of material handling</p> <p>KA7. types of material handling equipments used</p> <p>KA8. functions and methodology for operating different material handling equipments</p> <p>KA9. importance of cleanliness at work place</p> <p>KA10. safety procedures to be followed in a speed frame 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
	SA2. comprehend written instructions
B. Professional Skills	Oral Communication (Listening and Speaking skills)
	SA3. communicate with supervisor appropriately
	SA4. talk to others to convey information effectively
	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
	SB5. apply good attention to detail
	SB6. check your work is complete and free from errors
	You need to know and understand:
	SB7. skill to identify the defects in empty bobbin
	SB8. procedure to arrange empty bobbin in the bobbin trolley
	SB9. procedure to operate different material handling equipments
	SB10. proper material handling of empty bobbin and sliver can
	SB11. procedure to distribute the existing slivers without waste to sliver cans
	SB12. procedure for proper material handling of sliver
	SB13. standard piecing technique for piecing the sliver
	SB14. maintain neatness at work place

TSC/N 0119

Preparing for doffing

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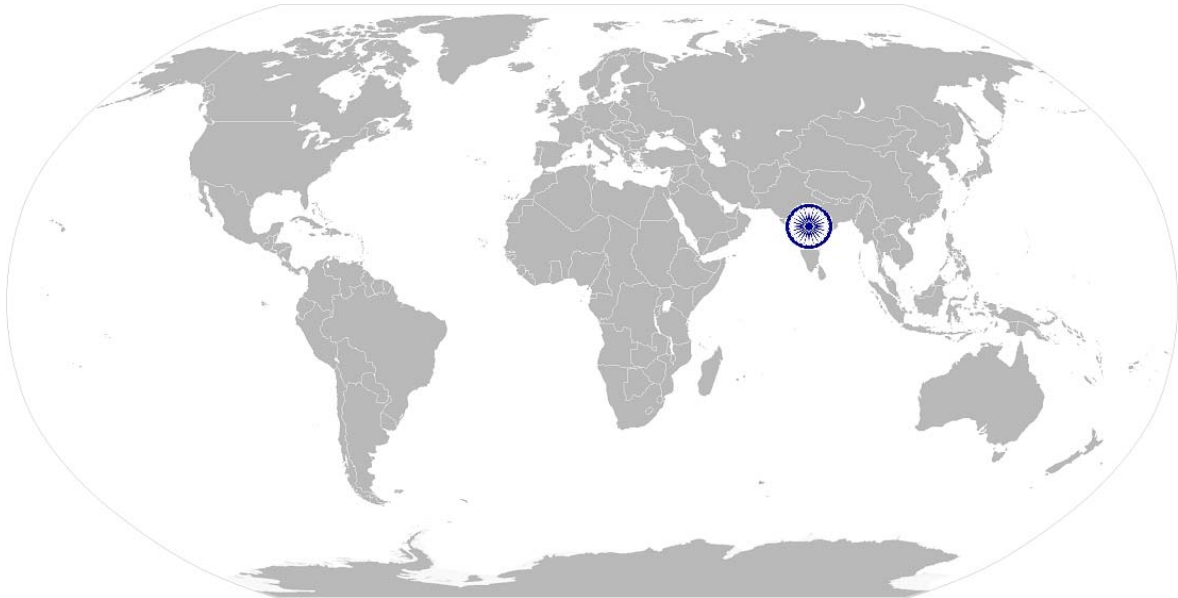
NOS Code	TSC/N 0119		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Spinning	Last reviewed on	25/02/15
Occupation	Spinning Preparatory	Next review date	01/03/16



TSC/N 0120

Carrying out doffing activity at Speed frame

National Occupational Standard



Overview

This unit is about carrying out the doffing activities in a speed frame machine.

TSC/N 0120

Carrying out doffing activity at Speed frame

Unit Code	TSC/N 0120
Unit Title (Task)	Carrying out doffing activity at Speed frame
Description	This unit is about carrying out the doffing in the speed frame machine
Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> transport the empty bobbin trolley to the speed frame machine carrying out doffing Check for completion of doffing activity
Performance Criteria (PC) w.r.t. the Scope	
Elements	Performance Criteria
Transport the empty bobbin trolley to the speed frame machine	<p>To be competent you must be able to:</p> <p>PC1. transport the empty bobbin trolley to the front part of speed frame machine</p> <p>PC2. arrange the empty bobbin trolley in an organized manner</p> <p>PC3. stop the machine</p>
Carrying out doffing	<p>PC4. ensure the machine is completely stopped and open the safety door</p> <p>PC5. remove the full bobbin from spindle and store in the bobbin trolley</p> <p>PC6. fix the empty bobbin in the spindle</p> <p>PC7. repeat the doffing activity for specified number of spindles as instructed by his / her superior</p> <p>PC8. gait the roving end with the empty bobbin</p> <p>PC9. ensure proper material handling of roving and full bobbin</p> <p>PC10. ensure minimum time is taken for carrying out doffing activity</p>
Check for completion of doffing activity	<p>PC11. ensure all the full bobbins are replaced with empty bobbins</p> <p>PC12. ensure gaiting is done for all the spindles in a proper manner</p> <p>PC13. ensure all the full bobbins are placed in the bobbin trolley</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 procedures (SOP) and regulations in a spinning mill</p> <p>KA2. safe working practices to be adopted in spinning mill</p> <p>KA3. quality systems and other processes practiced in the spinning mill</p> <p>KA4. reporting to the supervisor or higher authority in case of emergency</p> <p>KA5. color coding adopted for different counts in the spinning mill</p>
B. Technical Knowledge	<p>You need to know and understand:</p> <p>KB1. the importance of different types of fibres, sliver, roving, yarn, hank and count.</p> <p>KB2. the types of roving defects and reason for roving breakage</p> <p>KB3. process flow and material flow in a spinning mill</p> <p>KB4. functions of different parts of a speed frame machine</p> <p>KB5. functions of different signal lamps and control buttons</p> <p>KB6. knowledge on doffing</p> <p>KB7. guidelines for operating the speed frame machine</p> <p>KB8. operational procedure for carrying out doffing activity</p> <p>KB9. importance of material handling</p> <p>KB10. safety procedures to be followed in a speed frame machine</p>

TSC/N 0120

Carrying out doffing activity at Speed frame

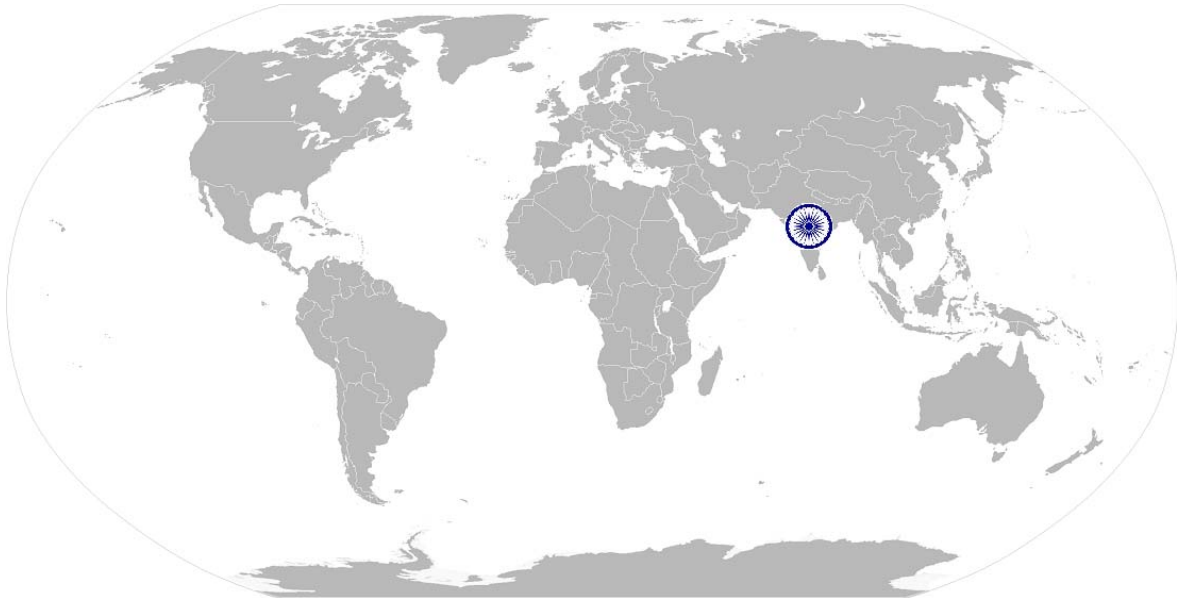
Skills (S)	
A. Core Skills/ Generic Skills	Writing Skills
	You need to know and understand how to: SA1. write clear and short sentences
	Reading Skills
	SA2. comprehend written instructions
	Oral Communication (Listening and Speaking skills)
	SA3. communicate with supervisor appropriately SA4. talk to others to convey information effectively
B. Professional Skills	Problem Solving
	You need to know and understand how to: SB1. apply problem-solving approaches in different situations SB2. refer anomalies to the supervisor SB3. seek clarification on problems from others
	Attention to Detail
	You need to know and understand how to: SB4. apply good attention to detail SB5. check your work is complete and free from errors You need to know and understand : SB6. standard operation procedure for transporting & arranging the empty bobbin trolley near speed frame machine SB7. standard operating procedure for carrying out doffing activity SB8. procedure for cleaning different parts in delivery zone SB9. proper material handling of roving and roving bobbin SB10. maintain neatness at work place

TSC/N 0120

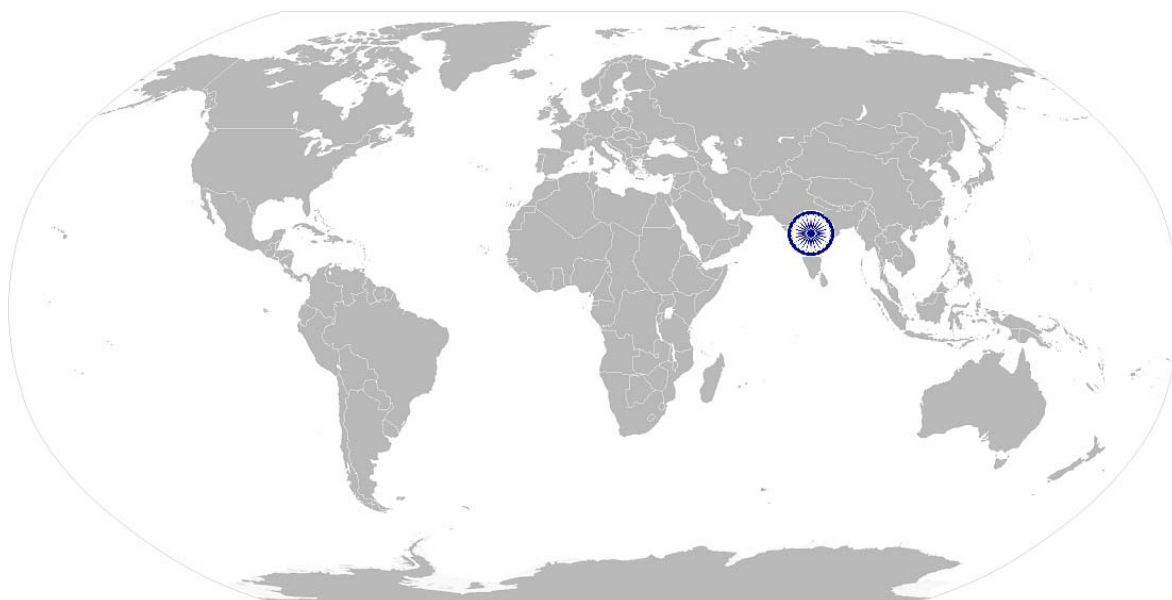
Carrying out doffing activity at Speed frame

NOS Version Control

NOS Code	TSC/N 0120		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Spinning	Last reviewed on	25/02/15
Occupation	Spinning Preparatory	Next review date	01/03/16



National Occupational Standard



Overview

This unit is about carrying out responsibilities of a speed frame doffer post doffing activity

TSC/Q 0121

Tenting responsibilities

National Occupational Standard

Unit Code	TSC/Q 0121
Unit Title (Task)	Tenting responsibilities
Description	The unit is about carrying out the responsibilities of a speed frame doffer post doffing activity
Scope	This unit/task covers the following: <ul style="list-style-type: none"> Post doffing activities Transporting & storing the filled bobbin Other responsibilities
Performance Criteria (PC) w.r.t. the Scope	
Elements	Performance Criteria
Post doffing responsibilities	To be competent you must be able to: <ul style="list-style-type: none"> PC1. ensure the doffing is carried out in a proper manner PC2. ensure the delivery zone is clean PC3. support the tenter by bringing draw frame can for creeling, creeling activities and piecing in the event of a count change PC4. ensuring the machine is ready to start PC5. ensure proper functioning of machine PC6. report to the supervisor / maintenance team if the machine is not functioning properly
Transporting & storing the filled bobbin	<ul style="list-style-type: none"> PC7. ensure proper transportation of filled bobbin trolley PC8. ensure count wise storage of filled roving bobbin in storage area PC9. ensure proper material handling of roving bobbin PC10. ensure material is covered post doffing
Other responsibilities	<ul style="list-style-type: none"> PC11. ensure in keeping the empty bobbins clean and arranged in proper manner PC12. clean the defective roving bobbins in the respective shift PC13. segregate the sliver waste and roving waste count wise and store in the respective waste bins PC14. weigh different types of waste collected in the speed frame departments PC15. transport the collected wastes to the waste room PC16. support tenter in carrying out tenting activities as instructed by supervisor PC17. support the maintenance team while machine is under maintenance PC18. clean the gear end, off end, spindle rails, spindles, bobbin rail, clearer rollers and other parts of machine as instructed by supervisor using proper cleaning tools PC19. take part in doffs wherever necessary as instructed by the supervisor PC20. transport the empty cans to the draw frame can storage area after count change PC21. ensure cleanliness at work place
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the	You need to know and understand: <ul style="list-style-type: none"> KA1. standard operating procedures (SOP) and regulations in a spinning mill KA2. safe working practices to be adopted in spinning mill KA3. quality systems and other processes practiced in the spinning mill

TSC/Q 0121

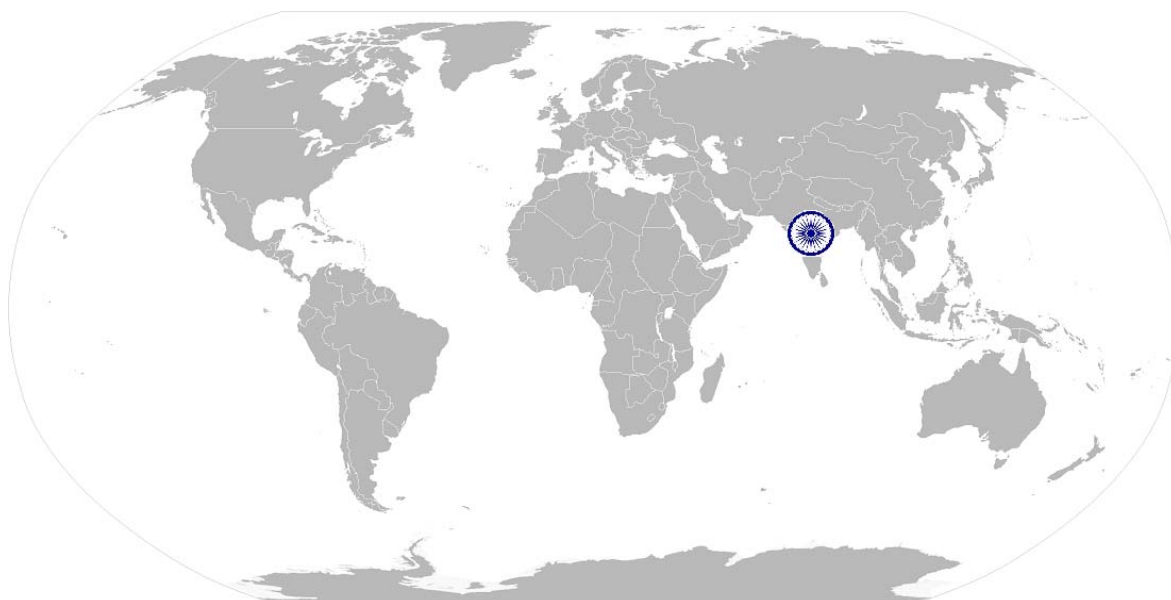
Tenting responsibilities

company/ organization and its processes)	KA4. report to the supervisor or higher authority in case of emergency KA5. color coding adopted for different counts in the spinning mill
B. Technical Knowledge	<p>You need to know and understand:</p> <p>KB1. process flow and material flow in a spinning mill</p> <p>KB2. functions of different parts of a speed frame machine</p> <p>KB3. knowledge of different types of roving defects</p> <p>KB4. importance of removing the defective roving</p> <p>KB5. types of waste collected from the speed frame machine</p> <p>KB6. importance of cleaning</p> <p>KB7. types and functions of various cleaning tools and equipments</p> <p>KB8. guidelines for cleaning the various part of speed frame machine</p> <p>KB9. operational schedule for cleaning different parts of speed frame machine</p> <p>KB10. knowledge on the tenting activities to be followed in a speed frame machine</p> <p>KB11. importance of machine maintenance</p> <p>KB12. knowledge of basic maintenance activities to be carried out in a speed frame machine</p> <p>KB13. guidelines for carrying out routine preventive maintenance activities</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
	SA2. read and comprehend written instructions
B. Professional Skills	Oral Communication (Listening and Speaking skills)
	SA3. communicate with supervisor appropriately
	SA4. talk to others to convey information effectively
B. Professional Skills	Problem Solving
	You need to know and understand how to:
	SB1. apply problem-solving approaches in different situations
	SB2. refer anomalies to the supervisor
	SB3. seek clarification on problems from others
B. Professional Skills	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 how to:
	SB6. Clean the empty bobbin
	SB7. arrange empty bobbins in storage area
	SB8. remove defects in roving bobbin
	SB9. clean different parts of machine
	SB10. clean the doffing zone
	SB11. handle different material handling tools

TSC/Q 0121

Tenting responsibilities

- SC1. follow standard piecing procedure
- SC2. follow standard doffing procedure
- SC3. transport filled bobbin trolley
- SC4. segregate various types of waste
- SC5. do material handling of sliver cans

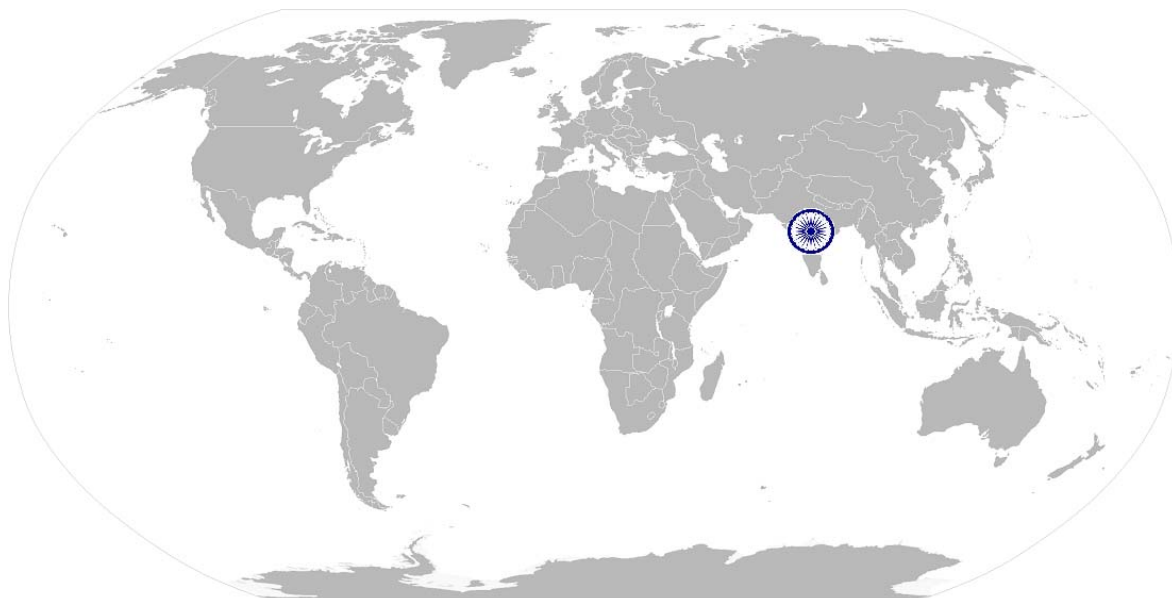


TSC/Q 0121

Tenting responsibilities

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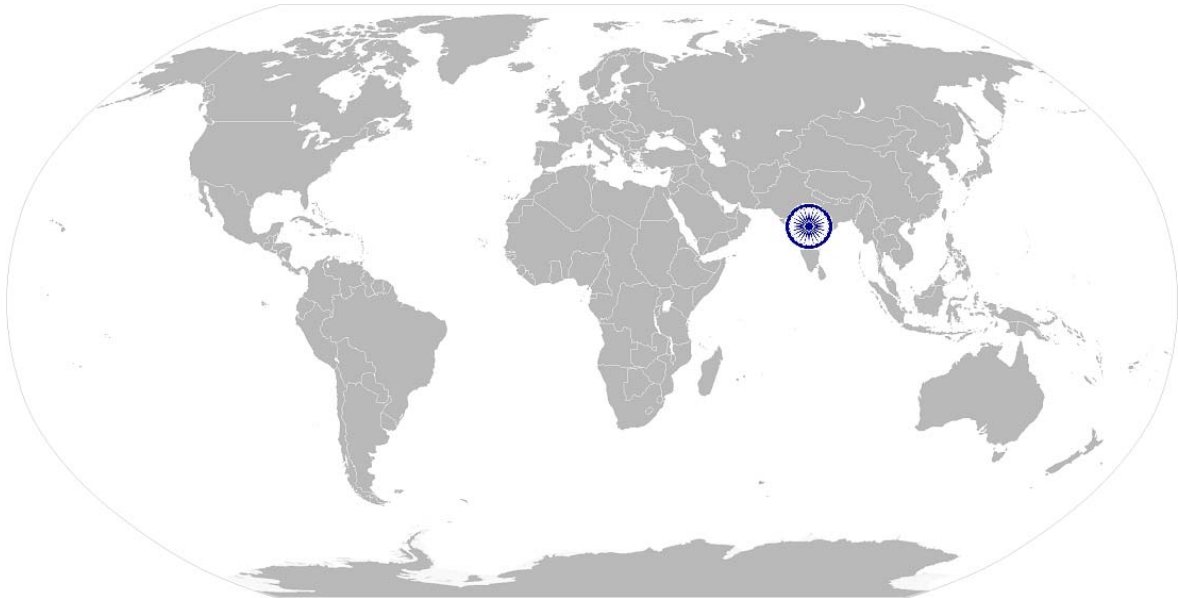
NOS Code	TSC/Q 0121		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Spinning	Last reviewed on	25/02/15
Occupation	Spinning Preparatory	Next review date	01/03/16



TSC/Q 0122

Carry out additional tenting responsibilities effectively

National Occupational Standard



Overview

This unit is about carrying out the tenting responsibilities in a speed frame machine other than piecing the sliver and rove

TSC/ N0122

Carry out additional tenting responsibilities effectively

Unit Code	TSC/Q 0122
Unit Title (Task)	Carryout additional tenting responsibilities effectively
Description	This unit is about carrying out the tenting responsibilities in a speed frame machine other than piecing the sliver and rove
Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> Carryout cleaning & maintenance activities Carryout preventive maintenance activities other tenting responsibilities
Performance Criteria (PC) w.r.t. the Scope	
Elements	Performance Criteria
Carry out cleaning & maintenance activities	<p>To be competent, you must be able to:</p> <p>PC1. clean the creeling area</p> <p>PC2. ensure proper removal of dusts from the creeling zone</p> <p>PC3. clean the front and back portion of the machine</p> <p>PC4. clean the back portion of the drafting arrangement</p> <p>PC5. clean the front portion of drafting arrangement</p> <p>PC6. ensure proper cleaning of drafting zone</p> <p>PC7. clean the flyer, bobbin rail and spindle rail</p> <p>PC8. collect the wastes in the waste collection chamber and depositing in the waste collection box</p> <p>PC9. remove the wastes in the clearer rollers on a timely basis</p> <p>PC10. ensure the wastes collected from different parts of machine are deposited in the respective dustbins</p> <p>PC11. clean the alley around the speed frame machine using proper cleaning equipments</p> <p>PC12. ensure the speed frame department is neat and clean</p>
Carry out preventive maintenance activities	<p>PC13. ensure proper functioning of machine</p> <p>PC14. check and verify the quality of different machine parts</p> <p>PC15. remove the worn out parts and replace with new parts in speed frame machine</p> <p>PC16. carry out preventive maintenance activities at the specified intervals</p> <p>PC17. oil various parts of speed frame machine if necessary</p>
Other tenting responsibilities	<p>PC18. verify the proper build of the roving bobbin</p> <p>PC19. support the doffer while carrying out doffing activities</p> <p>PC20. record the production details in the production report</p> <p>PC21. report to the supervisor in case of emergency stoppage of machine</p> <p>PC22. report to the supervisor and maintenance incharge if the operator had replaced the worn out machine part with a new one.</p> <p>PC23. support the maintenance team while machine is under maintenance</p> <p>PC24. ensure all details related to production are provided to the next shift operator while relieving</p> <p>PC25. ensure count wise storage of wound bobbin without damaging the roving</p>
Knowledge and Understanding (K)	

TSC/Q 0122

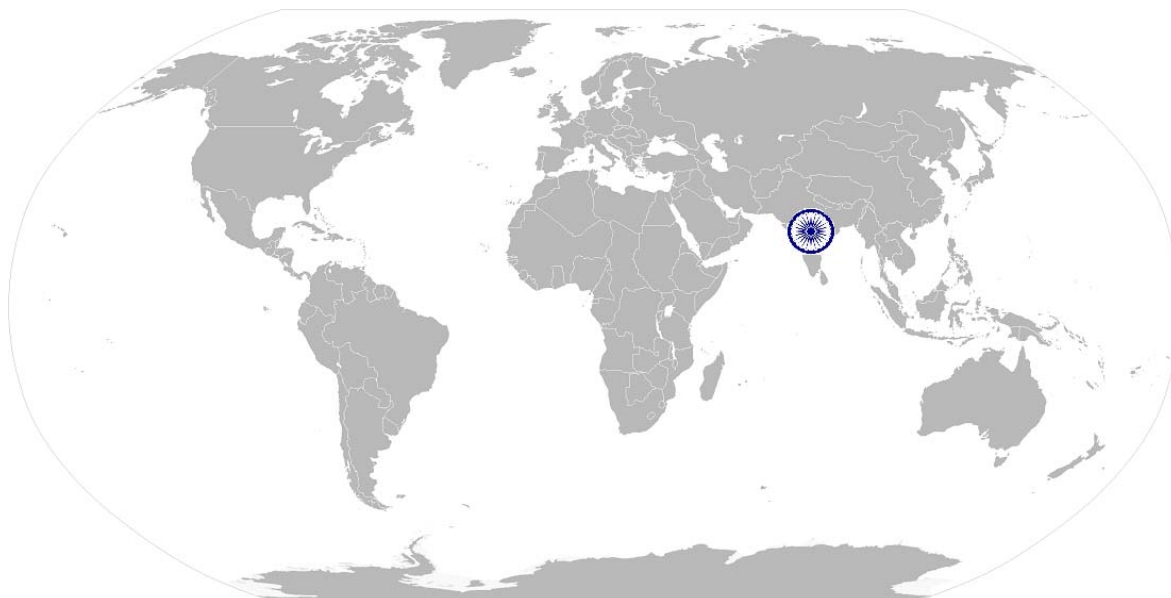
Carry out additional tenting responsibilities effectively

B. Organizational Context (Knowledge of the company/ organization and its processes)	You need to know and understand: KA1. standard operating procedures (SOP) and regulations in a spinning mill KA2. safe working practices to be adopted KA3. quality systems and other processes practiced in the spinning mill KA4. reporting to the supervisor or higher authority in case of emergency
B. Technical Knowledge	You need to know and understand: KB1. process flow and material flow in a spinning mill KB2. functions of different parts of a speed frame machine KB3. importance of cleaning KB4. types and functions of various cleaning tools and equipments KB5. types of waste collected from the speed frame machine KB6. guidelines for cleaning the various part of speed frame machine KB7. operational schedule for cleaning different parts of speed frame machine KB8. operational schedule for collecting wastes from waste collection chamber KB9. types of possible worn out parts in a speed frame machine KB10. guidelines for carrying out routine preventive maintenance activities KB11. knowledge on the function of building mechanism in speed frame machine KB12. knowledge of various types of oil used for preventive maintenance KB13. understanding the safety precautions to be followed in a speed frame department
Skills (S)	
C. Core Skills/ Generic Skills	Writing Skills
	You need to know and understand how to: SA1. write clear and short sentences
	Reading Skills
	SA2. comprehend written instructions
	Oral Communication (Listening and Speaking skills)
	SA3. communicate with supervisor appropriately
	SA4. talk to others to convey information effectively
D. 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
	SB4. apply good attention to detail SB5. check your work is complete and free from errors
	You need to know and understand : SB6. procedure for operating the various cleaning tools and equipments SB7. procedure for cleaning the creeling area SB8. procedure for cleaning the drafting zone SB9. procedure for cleaning the flyer, bobbin rail and spindle rails

TSC/Q 0122

Carry out additional tenting responsibilities effectively

- SB10. procedure for collection of wastes from waste collection chamber
- SB11. procedure for cleaning the waste collection chamber
- SB12. procedure for cleaning other parts of speed frame machine
- SB13. procedure for cleaning the alley around the speed frame machine
- SB14. procedure for proper material handling of cleaning equipments
- SB15. Maintain neatness at work place
- SB16. procedure to identify and remove worn out parts in speed frame machine
- SB17. procedure to replace the worn out parts with a new machine part
- SB18. procedure for carrying out preventive maintenance activities
- SB19. procedure for oiling different parts of speed frame machine
- SB20. procedure to store the full bobbin in the storage area without damaging the roving

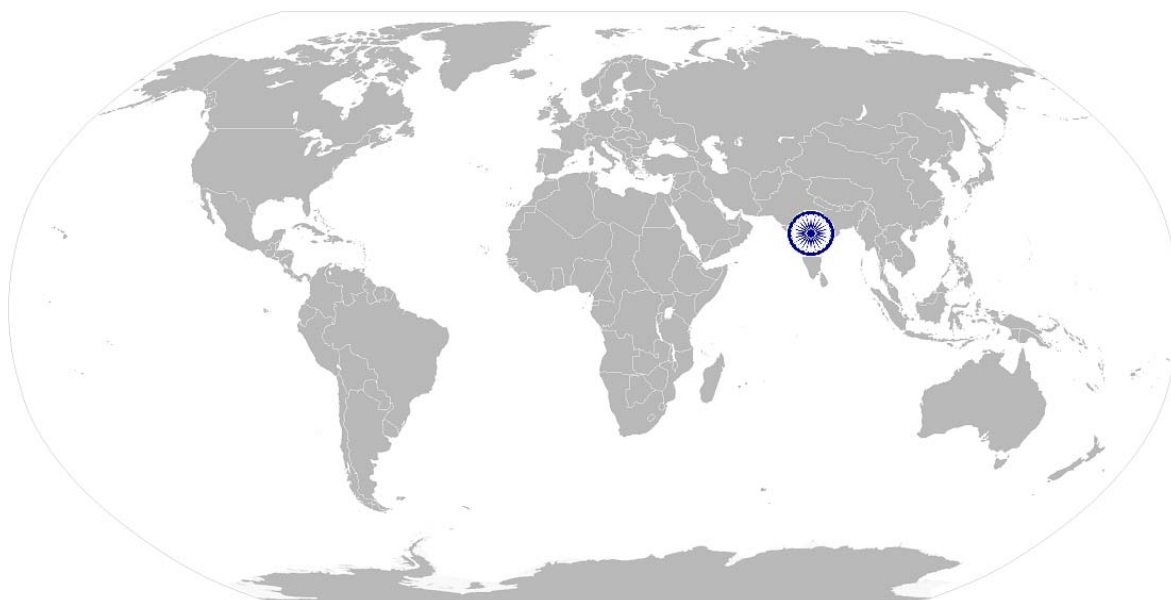


TSC/ N0122

Carry out additional tenting responsibilities effectively

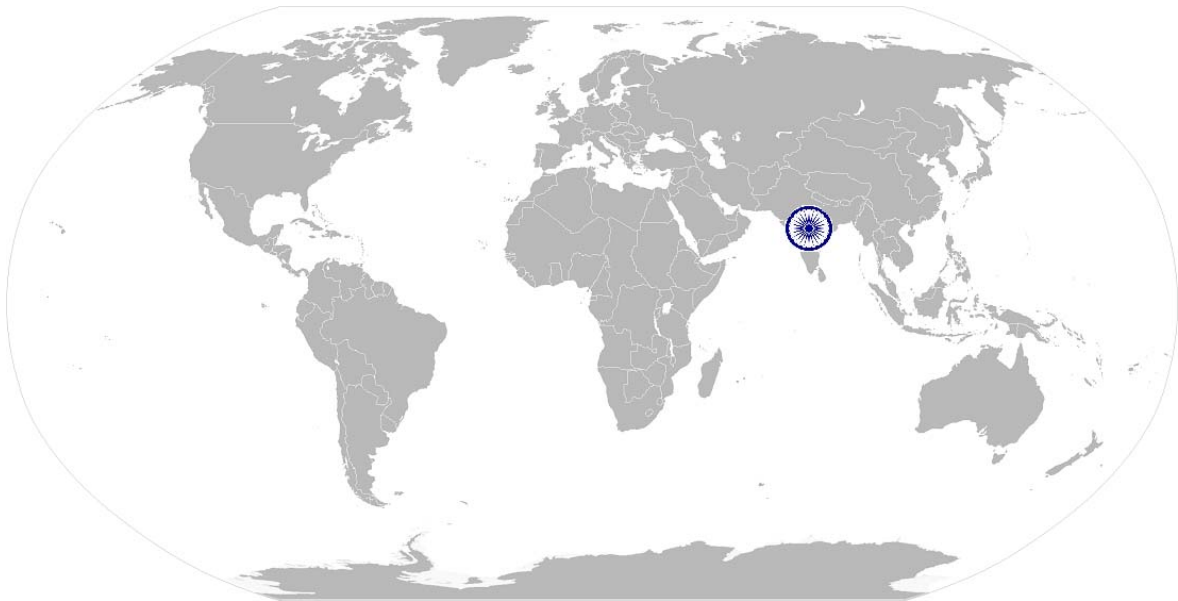
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NOS Code	TSC/Q 0122		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Spinning	Last reviewed on	25/02/15
Occupation	Spinning Preparatory	Next review date	01/03/16



TSC/ N9001 Maintain 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 Maintain work area, tools and machines

National Occupational Standard	Unit Code	TSC/ N9001
	Unit Title (Task)	Maintain work area, tools and machines
	Description	This unit provides performance criteria, knowledge & understanding and skills & abilities required to organise/ maintain work areas and activities to ensure tools and machines are maintained as per norms
	Scope	This unit/task covers the following: <ul style="list-style-type: none"> ▪ Maintain the work area, tools and machines
	Performance Criteria (PC) w.r.t. the Scope	
	Elements	Performance Criteria
	Maintain the work area, tools and machines	<p>To be competent, you must be able to:</p> <p>PC1. handle materials, machinery, equipment and tools with care and use them in the correct way</p> <p>PC2. use correct lifting and handling procedures</p> <p>PC3. use materials to minimize waste</p> <p>PC4. maintain a clean and hazard free working area</p> <p>PC5. maintain tools and equipment</p> <p>PC6. carry out running maintenance within agreed schedules</p> <p>PC7. carry out maintenance and/or cleaning within one's responsibility</p> <p>PC8. report unsafe equipment and other dangerous occurrences</p> <p>PC9. ensure that the correct machine guards are in place</p> <p>PC10. work in a comfortable position with the correct posture</p> <p>PC11. use cleaning equipment and methods appropriate for the work to be carried out</p> <p>PC12. dispose of waste safely in the designated location</p> <p>PC13. store cleaning equipment safely after use</p> <p>PC14. carry out cleaning according to schedules and limits of responsibility</p>
	Knowledge and Understanding (K)	
	A. Organizational Context (Knowledge of the company/ organization and its processes)	<p>You need to know and understand:</p> <p>KA1. personal hygiene and duty of care</p> <p>KA2. organization's standard operating procedures (SOP)</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>
	B. Technical Knowledge	<p>You need to know and understand:</p> <p>KB1. work instructions and specifications and interpret them accurately</p> <p>KB2. relation between work role and the overall manufacturing process</p>

TSC/ N9001 Maintain 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. comprehend written instructions
	SA2. read any application sent by other colleagues
	Oral Communication (Listening and Speaking skills)
	You need to know and understand how to:
	SA3. Communicate effectively in local language
	SA4. communicate with supervisor appropriately
	SA5. talk to others to convey information effectively
B. Professional Skills	Problem Solving
	You need to know and understand how to:
	SB1. identify the real reason of problem faced
	SB2. apply problem-solving approaches in different situations
	SB3. refer anomalies to the supervisor
	SB4. seek clarification on problems from others
	Attention to Detail
	You need to know and understand how to:
	SB5. apply good attention to detail
	SB6. check your work is complete and free from errors
	SB7. make sure every kind of communication is error free
	You need to know and understand :
	SB8. communicate effectively
	SB9. apply leadership skills wherever required
	SB10. take initiative at the right place
	SB11. understand the requirement to be creative

TSC/ N9001 Maintain work area, tools and machines

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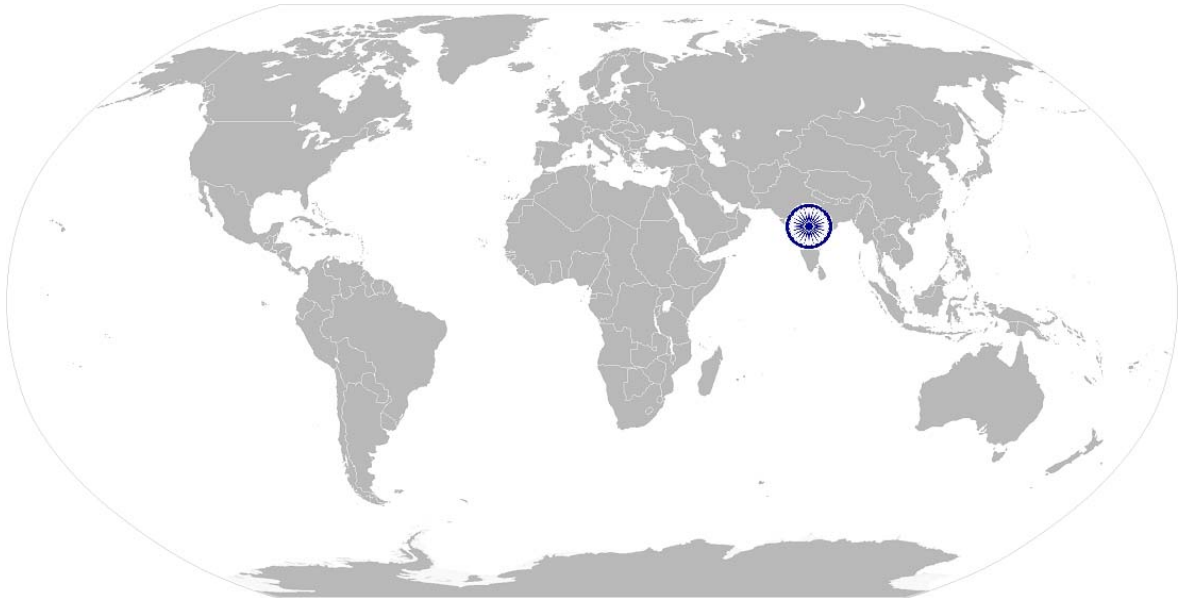
NOS Code	TSC/ N9001		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Spinning	Last reviewed on	25/02/15
Occupation	Spinning Preparatory	Next review date	01/03/16



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

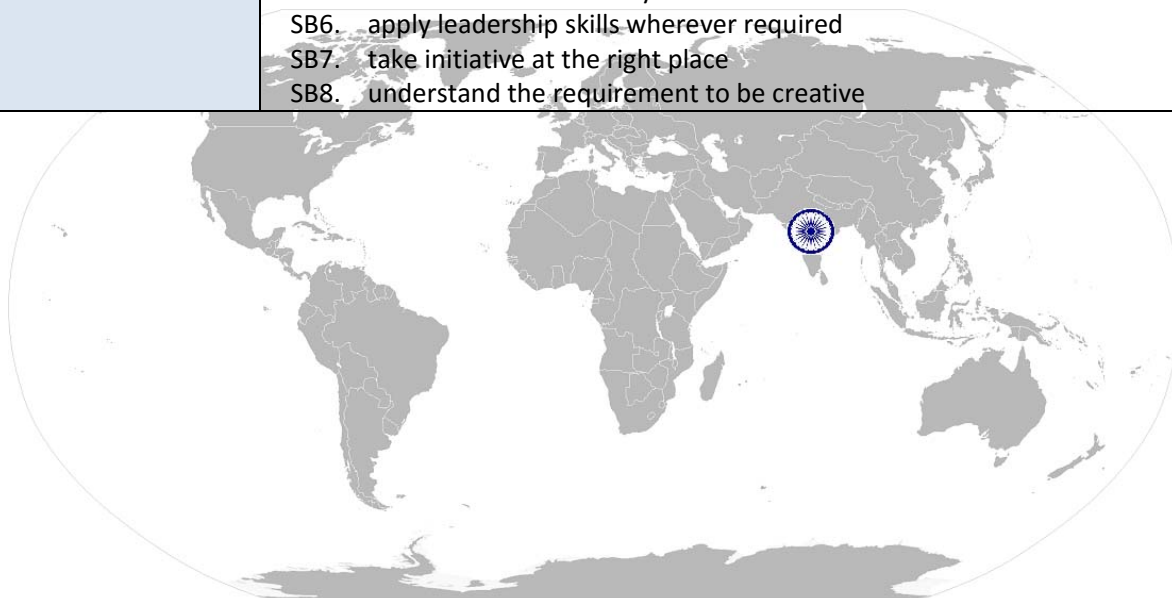
Working in a team

Unit Code	TSC/ N9002
Unit Title (Task)	Working in a team
Description	This unit is about working as a team member in the textile industry
Scope	This unit/task covers the following: <ul style="list-style-type: none"> commitment and trust communication adaptability creative freedom
Performance Criteria (PC) w.r.t. the Scope	
Elements	Performance Criteria
Commitment and trust	To be competent, you must be able to: PC1. be accountable to the own role in whole process PC2. perform all roles with full responsibility PC3. be effective and efficient at workplace
Communication	PC4. properly communicate about company policies PC5. report all problems faced during the process PC6. talk politely with other team members and colleagues PC7. submit daily report of own performance
Adaptability	PC8. adjust in different work situations PC9. give due importance to others' point of view PC10. avoid conflicting situations
Creative freedom	PC11. develop new ideas for work procedures PC12. improve upon the existing techniques to increase process efficiency
Knowledge and Understanding (K)	
A. Organizational Context	You need to know and understand: KA1. standard operating procedures (SOP) and regulations in a textile mill KA2. procedure followed to get the final output in the mill KA3. safe working practices to be adopted in textile mill KA4. reporting to the supervisor or higher authority about any grievances faced
B. Technical Knowledge	KB1. the importance of the previous and next step of the process KB2. process flow in a textile mill and the concerned workers KB3. material flow in a textile mill and the required person KB4. functions of different parts of the machine KB5. tools and equipments used KB6. guidelines for operating the machine KB7. safety procedures to be followed in the machine
Skills (S)	
A. Core Skills/ Generic Skills	Writing Skills You need to know and understand how to: SA1. write clear and short sentences SA2. write daily work report SA3. write grievance complaint application
	Reading Skills

TSC/ N9002

Working in a team

B. Professional Skills	SA4. comprehend written instructions
	SA5. read any application sent by other colleagues
	Oral Communication (Listening and Speaking skills)
	SA6. communicate with supervisor appropriately
	SA7. talk to co-workers to convey information effectively
	Problem Solving
	You need to know and understand how to:
	SB1. identify the real reason of problem faced
	SB2. be able to find the most effective solution to the problems faced
	Attention to Detail
	SB3. apply good attention to detail
	SB4. ensure every kind of communication is error free
	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

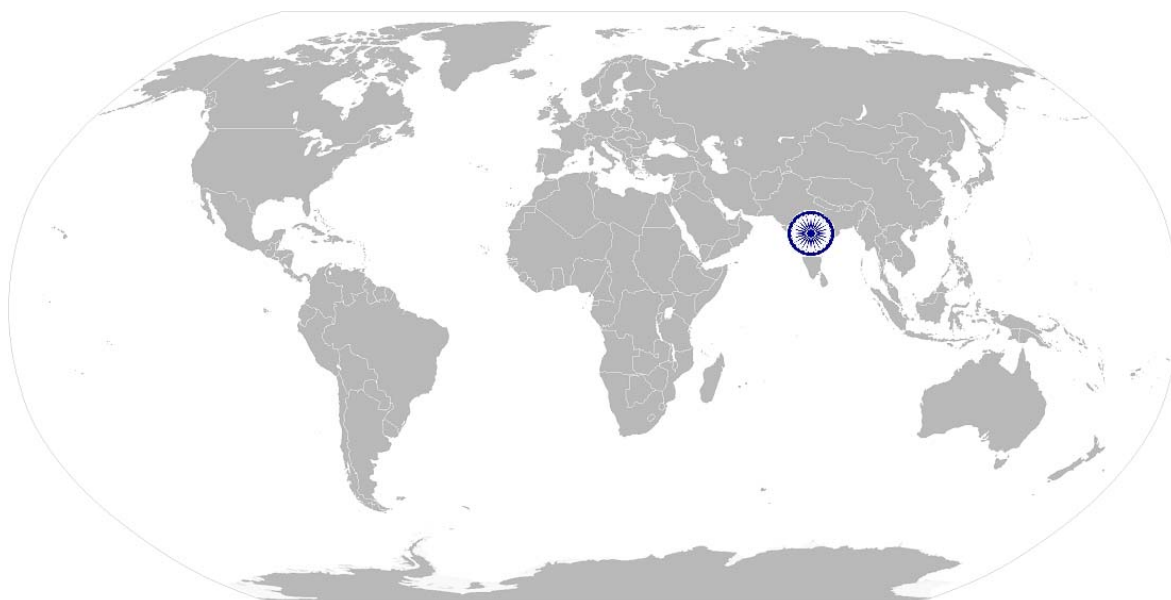


TSC/ N9002

Working in a team

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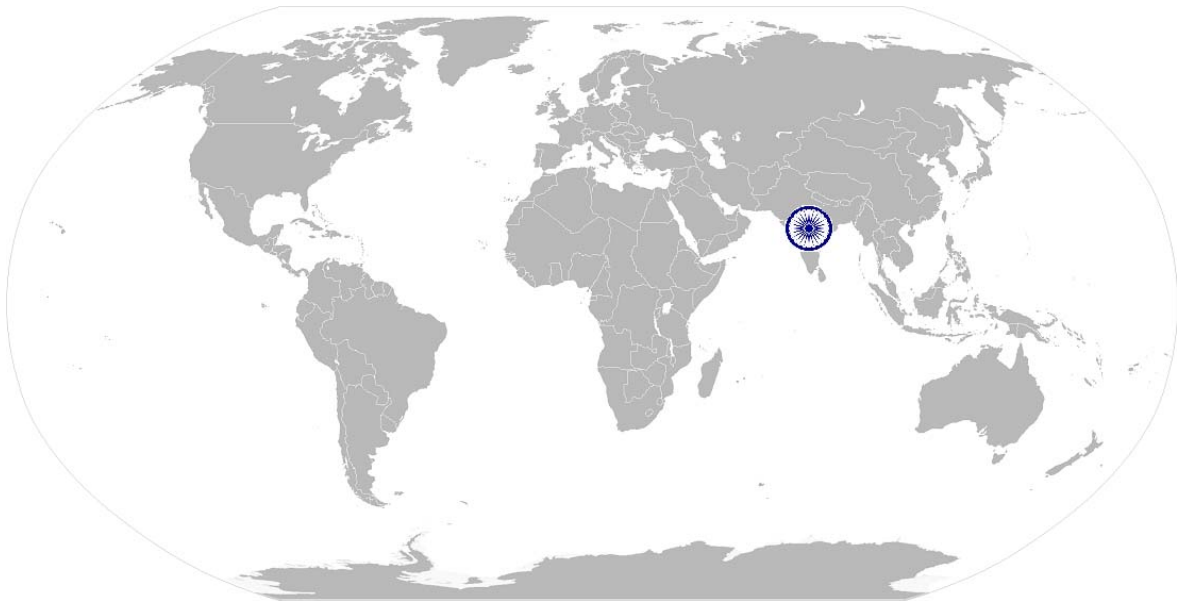
NOS Code	TSC/ N9002		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Spinning	Last reviewed on	25/02/15
Occupation	Spinning Preparatory	Next review date	01/03/16



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

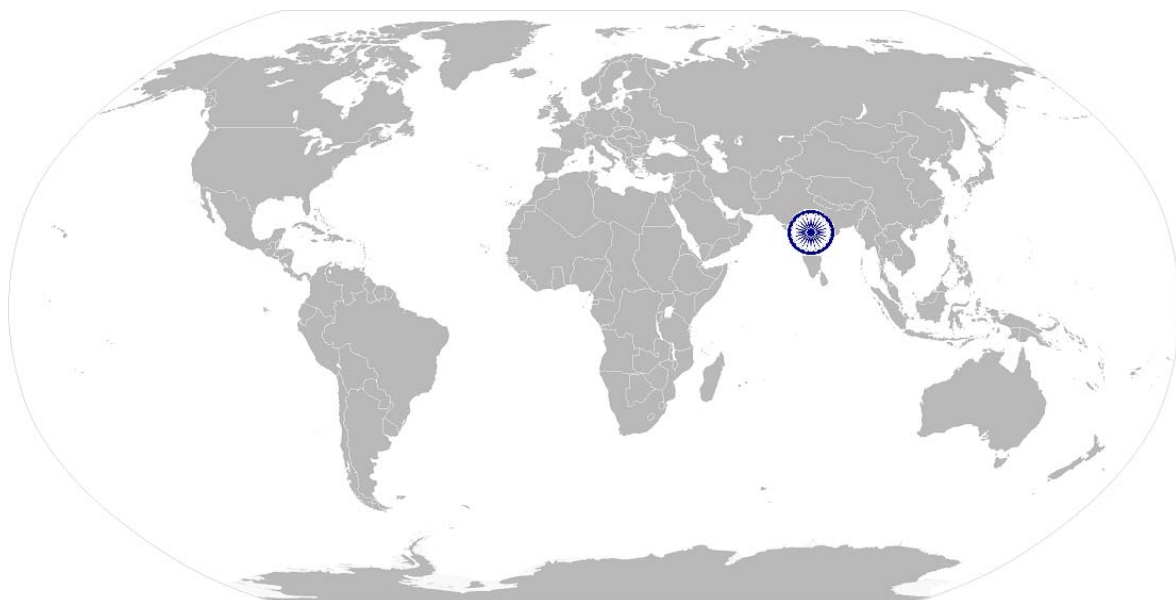
Maintain health, safety and security at work place

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 procedures (SOP) and regulations in a spinning mill</p> <p>KA2. safe working practices to be adopted in spinning mill</p> <p>KA3. quality systems and other processes practiced in the spinning mill</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 clear and short sentences
	Reading Skills
	<p>You need to know how to:</p> <p>SA2. read and understand the company instructions</p> <p>SA3. read and understand the local language</p> <p>SA4. read and understand the safety guidelines</p>
B. Professional Skills	Oral Communication (Listening and Speaking skills)
	SA1. listen to others attentively
	SA2. respond to emergencies, accidents or fire at the workplace
	SA3. evacuate the premises and help others in need while doing so
	SA4. the value of physical fitness, personal hygiene and good habits
B. Professional Skills	Decision Making
	SB1. identify correct safety measure for particular hazard

TSC/ N9003

Maintain health, safety and security at work place

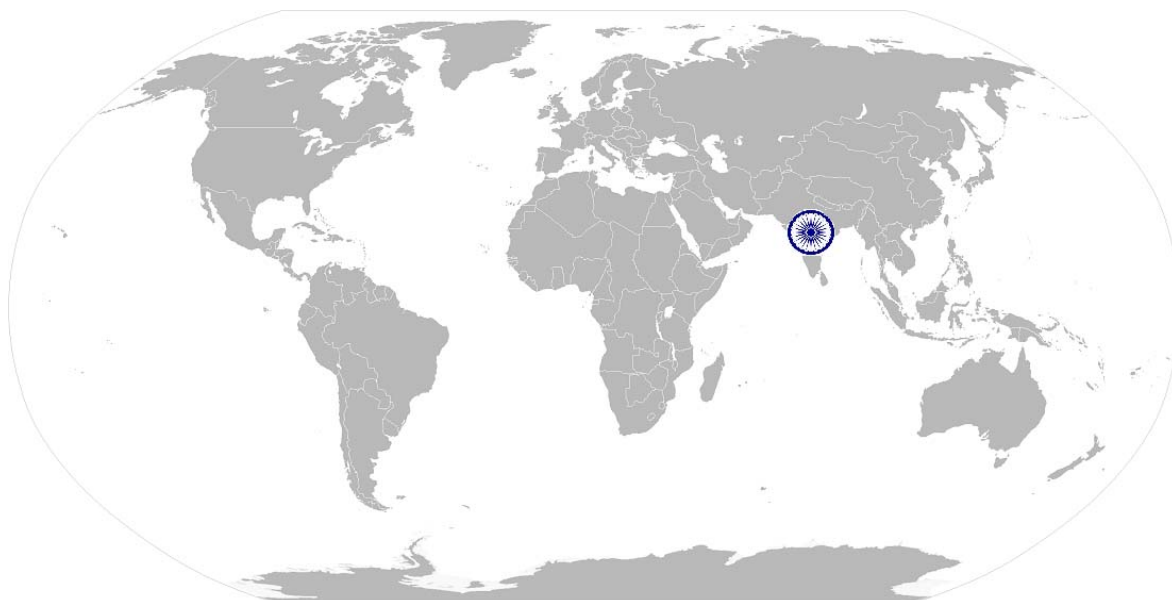
	SB2. make required safety plans as and when required
	SB3. raise alarm in case of emergency
	Analytical Thinking
	SB4. know the use of correct safety measure whenever required
	Attention to Detail
	SB5. be attentive to details SB6. be careful to avoid occurrence of hazards You need to know and understand how to: SB7. maintain neatness at work SB8. procedure for reporting unwanted behavior



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

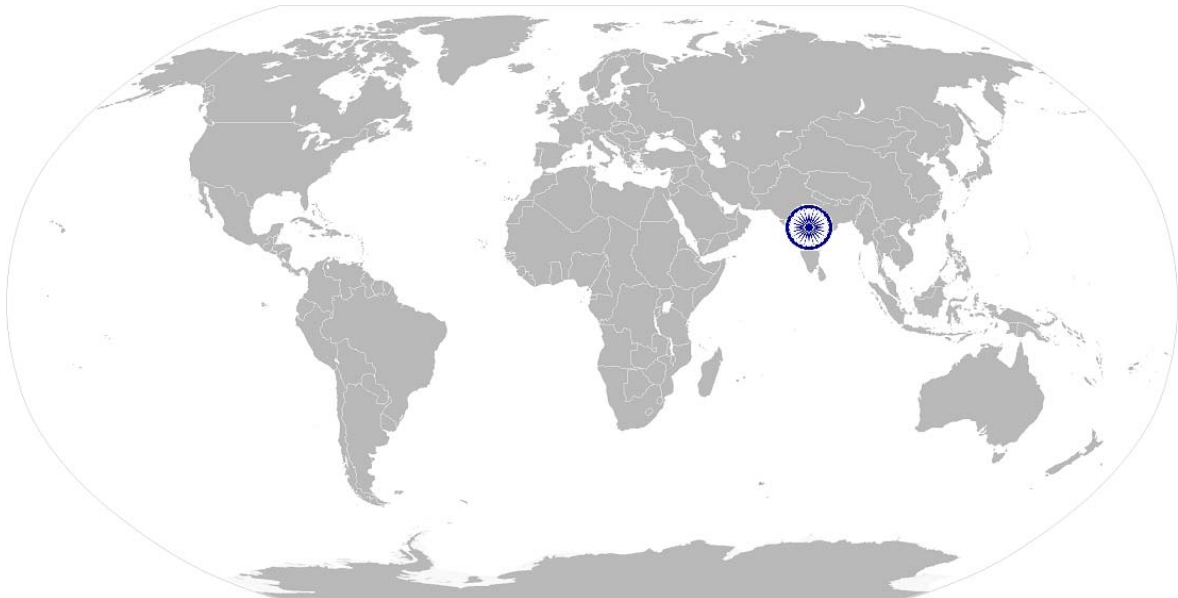
NOS Code	TSC/ N9003		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Spinning	Last reviewed on	25/02/15
Occupation	Spinning Preparatory	Next review date	01/03/16



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

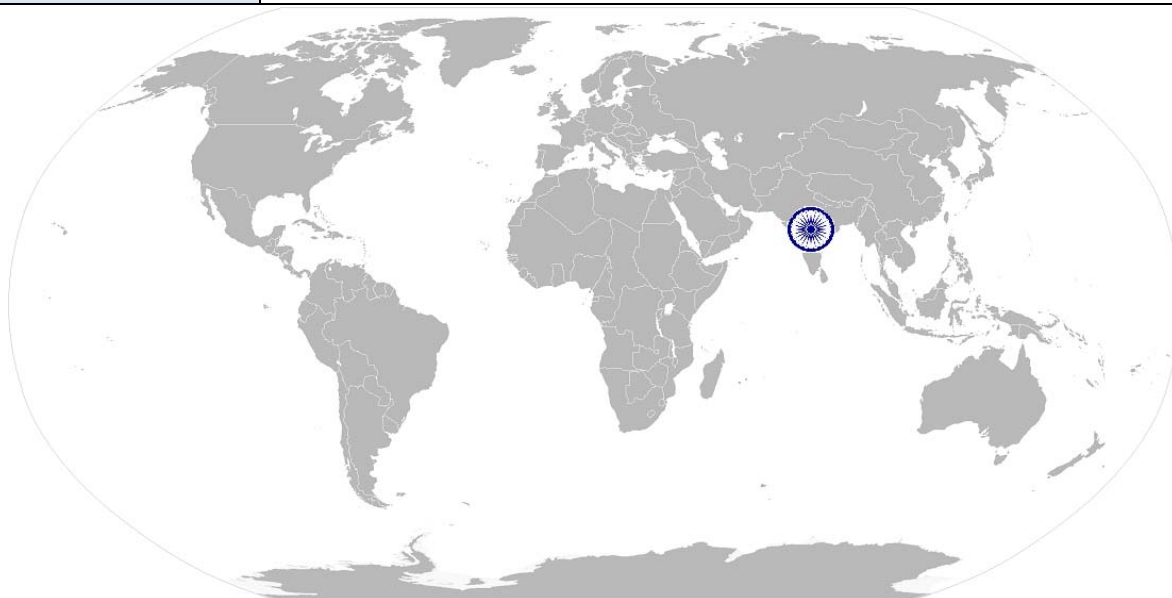
National Occupational Standard

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"> self development team work organizational standards industry standards
Performance Criteria (PC) w.r.t. the Scope	
Elements	Performance Criteria
Self- development	To be competent, you must be able to: PC1. perform own duties effectively PC2. take responsibility for own actions PC3. be accountable towards the job role and assigned duties PC4. take initiative and innovate the existing methods PC5. focus on self-learning and improvement
Team work	PC6. co-ordinate with all the team members and colleagues PC7. communicate politely PC8. avoid conflicts and miscommunication
Organisational standards	PC9. know the organisational standards PC10. implement them in your performance PC11. motivate others to follow them
Industry standards	PC12. know the industry standards PC13. align them with organisation standards
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company/ organization and its processes)	You need to know and understand: KA1. standard operating procedures (SOP) and regulations in a textile mill KA2. reporting to the supervisor or higher authority KA3. knowledge of organizational standards KA4. knowledge of industry standards
B. Technical Knowledge	You need to know and understand: KB1. process and material flow in a textile mill KB2. importance of complying with the standards KB3. guidelines for cleaning the various parts of machine
Skills (S)	
A. Core Skills/ Generic Skills	Writing Skills
	You need to know and understand how to: SA1. write clear and short sentences

TSC/ N9004

Comply with industry and organizational requirements

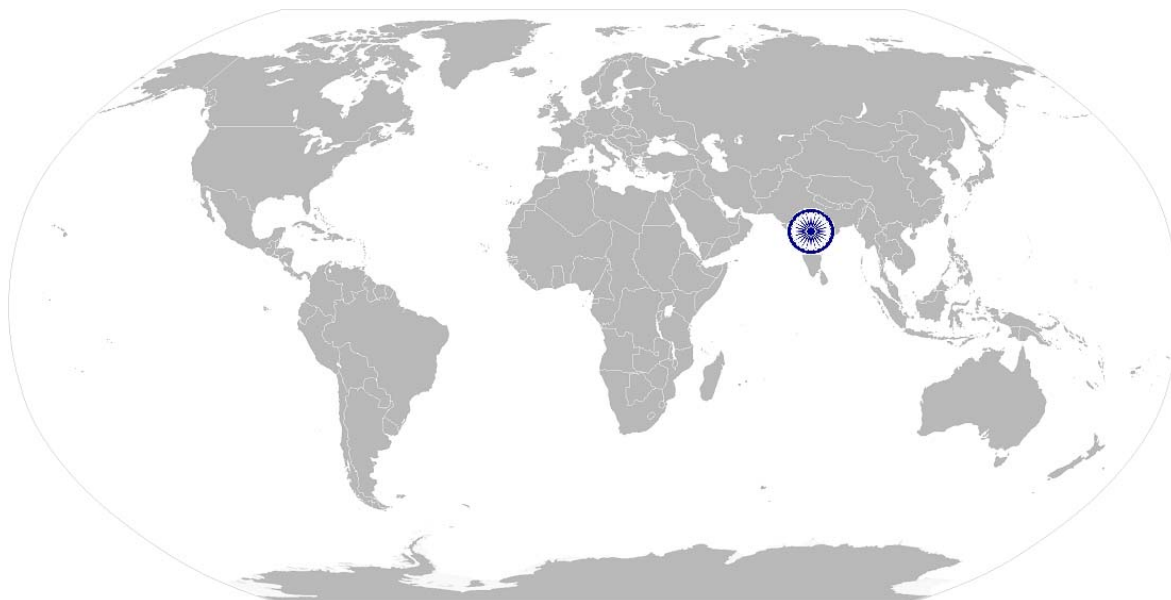
	Reading Skills
	You need to know and understand how to:
	SA2. read the given instructions
	SA3. comprehend written instructions
	Oral Communication (Listening and Speaking skills)
	SA4. talk effectively with others
	SA5. put forward your point
	SA6. listen to others
	you need to know and understand :
	SA7. Organizational requirements
	SA8. your responsibilities at the workplace
	SA9. procedure to comply with the industry standards



TSC/ N9004 Comply with industry and organizational requirements

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NOS Code	TSC/N 9004		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Spinning	Last reviewed on	25/02/15
Occupation	Spinning Preparatory	Next review date	01/03/16



Assessment Criteria

Job Role: Speed Frame Operator – Tenter & Doffer
Qualification Pack: TSC/ Q 0106
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 0116 (Taking charge of shift and handing over shift to Speed Frame Operator- Tenter and Doffer)	PC1. come atleast 10 - 15 minutes earlier to the work spot	100	2	1	1	0
	PC2. bring the necessary operational tools to the department		4	1	2	1
	PC3. 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.		4	1	1	2
	PC4. understand the count produced, colour coding, followed in the speed frames for his allocated number of spindles or machines		4	1	1	2
	PC5. ensure the technical details are mentioned in the display board in the speed frame machine		3	1	1	1
	PC6. should check for the availability of the spare roving bobbins		2	1	1	0
	PC7. should check the availability of bobbin trolley with technical details mentioned regarding the count being produced		2	1	1	0
	PC8. check the condition of running		4	1	2	1

Assessment criteria

	travellers				
	PC9. check that roving passage and yarn formation is proper	3	1	1	1
	PC10. should check for the run outs , availability of the roving bobbins	4	2	1	1
	PC11. ensure all the spindles are running properly, if not reason for idle spindles should be enquired and reported to the superiors	3	1	1	1
	PC12. should check the condition of different running bobbins	4	1	2	1
	PC13. ensure proper functioning of speed frame machine parts and machine	3	1	1	1
	PC14. ensure all allocated spindles are running with uniform length of roving on bobbin, variations if any should be discussed with operator and reported to superiors	3	1	1	1
	PC15. check the condition of running spindles, damages if any should be reported	3	1	1	1
	PC16. check the cleanliness of the machines & other work areas	4	2	1	1
	PC17. check whether any spare/raw material/ tool / yarn / any other materials are thrown under the machines or in the other work areas.	4	1	2	1
	PC18. question the previous shift operator for any deviation in the above and should bring the same to the knowledge of his/ her shift superior and that of the previous shift as well.	3	1	1	1
	PC19. ensure no roller lapping in speed frame	4	1	2	1
	PC20. remove the roller lapping manually, if any, without damaging the cots	3	1	1	1
	PC21. ensure that only the correct size of spacer is used for replacement	3	1	1	1
	PC22. ensure the wastes collection boxes are empty while taking charge of shift				
	PC23. ensure the work spot is clean	4	1	1	2

Assessment criteria

	PC24. should take over the shift from the outgoing speed frame operator in a proper manner		4	1	2	1
	PC25. ensure in providing the details regarding hank / count produced, colour coding followed in the speed frames for his allocated number of spindles or machines		4	1	1	2
	PC26. to provide all relevant information regarding the count produced, idle spindles, damaged machine parts if any		3	1	1	1
	PC27. should get clearance from the incoming counterpart before leaving the work spot		4	1	1	2
	PC28. should 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		3	1	1	1
	PC29. ensure that the shift has to be properly handed over to the incoming shift operator		4	1	1	2
	PC30. 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	1	1	0
	PC31. should collect the wastes from waste collection bags, weigh them and transport to storage area		2	1	1	0
	PC32. ensure the work spot is clean		1	0	0	1
	Total		100	32	36	32
		Weightage %		32%	36%	32%
2. TSC/N 0117 (Piecing the broken sliver)	PC1. Identify whether the machine stoppage is due to a sliver breakage or roving breakage	100	5	2	2	1
	PC2. move in the creel and identify which sliver is broken		5	2	2	1

Assessment criteria

PC3. identify the reasons for sliver breakage by viewing the breakage spot i.e., whether sliver is broken at creel or sliver is exhausted in the sliver can	6	2	3	1
PC4. ensure minimum time is taken for attending the sliver breakage	4	1	2	1
PC5. ensure that the sliver passes through the creeling section without affecting the quality of sliver	4	1	2	1
PC6. ensure proper length of sliver is available for piecing	5	2	3	0
PC7. piece the broken sliver together in the event of sliver breakage at creel section	6	2	3	1
PC8. piece the sliver between cans in the event of sliver exhaust in sliver can and replacement with a full sliver can	6	2	3	1
PC9. keep the sliver waste in the waste collection pocket provided to each tenter and then put in the waste collection box	5	2	2	1
PC10. ensure standard piecing procedure is adopted and quality of piecing is as per standards	6	2	3	1
PC11. ensure minimum time is taken for piecing the sliver	4	1	2	1
PC12. inspect the creeling section and identify the empty can and sliver cans which are about to be exhausted	4	1	2	1
PC13. remove the empty can and replace it with the full can	5	2	2	1
PC14. dispose empty can to storage location/drawframe department	2	1	1	0
PC15. bring the full cans from draw frame department or from the drawn sliver can storage location	3	1	1	1
PC16. ensure colour coding of sliver can fed in the creel is correct	5	2	2	1
PC17. handle the sliver properly	5	2	2	1
PC18. ensure sliver surface doesn't get damaged	4	2	1	1
PC19. use appropriate trolley to	2	1	1	0

Assessment criteria						
	move/transport the sliver cans					
	PC20. verify the quality of piecing done in the sliver		5	1	3	1
	PC21. ensure sliver tension in the creeling section is appropriate		5	2	2	1
	PC22. ensure proper functioning of the machine		4	1	2	1
	Total		100	35	46	19
		Weightage %		34%	47%	19%
3. TSC/N0118 (Piecing the broken roving)	PC1. identify the reason for machine stoppage by seeing the signal lamps.	75	4	1	1	2
	PC2. patrol and identify in which spindle the roving is broken		3	1	2	1
	PC3. check and identify the reasons for roving breakage by viewing at the breakage spot i.e., whether the roving is broken at spindle or flyer or drafting zone		3	1	2	1
	PC4. ensure minimum time is taken for attending and identifying the roving breakage		2	1	1	1
	PC5. carryout Inching and trim drafted rove for piecing		2	0	1	0
	PC6. lift the bobbin slightly from spindle to unwind the broken roving		2	0	1	0
	PC7. unwind or remove the broken roving from the bobbin		3	1	1	1
	PC8. unwind extra length of roving from the bobbin		4	1	1	1
	PC9. fix the bobbin in a proper manner in the spindle and pass the roving through the false twister making it ready for piecing		4	1	1	1
	PC10. Use blow horn to pass the rove end in flyer		3	1	1	0
	PC11. piece the roving between false twister and drafting zone by standard piecing techniques		3	2	2	1
	PC12. ensure minimum time is taken for piecing the rove		4	1	1	1

Assessment criteria

	PC13. ensure proper material handling of roving and roving bobbin		4	1	2	1
	PC14. ensure surface of roving doesn't get damaged		4	1	2	1
	PC15. ensure avoiding usage of damaged or defective bobbins		3	1	1	1
	PC16. ensure that the quality of piecing is as per standard		4	1	2	1
	PC17. ensure the tension of the pieced roving is proper		4	1	2	1
	PC18. ensure that the bobbin is perfectly fitted in the spindle		4	1	2	1
	PC19. verify proper material passage from drafting zone till the roving is wound on bobbin		3	1	2	1
	PC20. Run machine and check		2	0	2	0
	PC21. remove the sliver waste and roving waste and deposit in the respective waste collection bags		2	1	1	1
	PC22. ensure proper functioning of the machine		4	0	2	1
	PC23. ensure and maintain colour code		4	1	2	1
	Total		75	20	35	20
		Weightage %		27%	47%	27%
4. TSC/N 0119 (Preparing for doffing)	PC1. follow the plan as instructed by superior for performing doffing activities at various machines in speed frame department	75	5	1	1	3
	PC2. identify which machine in speed frame departments is ready for doffing		5	1	2	2
	PC3. identify the empty bobbin required for next doff and segregate it size wise, count wise and type wise		4	1	2	1
	PC4. ensure the bobbins are clean, clean the empty bobbins if needed		4	1	2	1
	PC5. ensure the empty bobbins in good condition		4	1	2	1
	PC6. remove the damaged bobbins and store in a separate place		5	2	2	1

Assessment criteria

	PC7. ensure correct sized and colour coded empty bobbin is to be loaded in the bobbin trolley		4	1	2	1
	PC8. ensure proper material handling of empty bobbin		4	1	2	1
	PC9. load the empty bobbins in the bobbin trolley in an organised manner		5	1	3	1
	PC10. load the required number of empty bobbins as per requirement in different bobbin trolleys		5	2	2	1
	PC11. move and arrange the bobbin trolleys in an organised manner near the speed frame machine		5	1	3	1
	PC12. ensure minimum time is taken for carrying out the activities		4	1	2	1
	PC13. support the tenter in bringing the new sliver cans from the draw frame department to the speed frame creeling zone		4	1	2	1
	PC14. to ensure correct sliver can is taken from the draw frame department		4	1	2	1
	PC15. arrange the sliver cans in an organised manner near the creel zone		4	1	2	1
	PC16. distribute the existing slivers without waste to sliver cans at the time of starting new count or run out or any other time as required		4	1	2	1
	PC17. ensure proper material handling of sliver and sliver can		5	2	2	1
	Total		75	20	35	20
		Weightage %		27%	47%	27%
5. TSC/N 0120 (Carryout doffing activity at Speed frame)	PC1. transport the empty bobbin trolley to the front part of speed frame machine	50	3	1	1	1
	PC2. arrange the empty bobbin trolley in an organized manner		4	1	2	1
	PC3. stop the machine		2	0	2	0
	PC4. ensure the machine is completely stopped and open the safety door		4	1	2	1
	PC5. remove the full bobbin from spindle and store in the bobbin trolley		4	1	2	1

Assessment criteria

	PC6. fix the empty bobbin in the spindle		4	1	2	1
	PC7. repeat the doffing activity for specified number of spindles as instructed by his / her superior		4	1	2	1
	PC8. gait the roving end with the empty bobbin		4	1	2	1
	PC9. ensure proper material handling of roving and full bobbin		4	1	2	1
	PC10. ensure minimum time is taken for carrying out doffing activity		4	1	2	1
	PC11. ensure all the full bobbins are replaced with empty bobbins		6	2	2	2
	PC12. ensure gaiting is done for all the spindles in a proper manner		4	1	2	1
	PC13. ensure all the full bobbins are placed in the bobbin trolley		3	1	1	1
	Total		50	13	24	13
		Weightage %		26%	48%	26%
6. TSC/N 0121 (Tenting responsibility)	PC1. ensure the doffing is carried out in a proper manner	100	5	1	1	3
	PC2. ensure the delivery zone is clean		5	1	2	2
	PC3. support the tenter by bringing draw frame can for creeling, creeling activities and piecing in the event of a count change		5	1	3	1
	PC4. ensuring the machine is ready to start		4	1	2	1
	PC5. ensure proper functioning of machine		4	1	2	1
	PC6. report to the supervisor / maintenance team if the machine is not functioning properly		6	1	2	3
	PC7. ensure proper transportation of filled bobbin trolley		4	1	2	1
	PC8. ensure count wise storage of filled roving bobbin in storage area		5	1	2	2
	PC9. ensure proper material handling of roving bobbin		4	1	2	1
	PC10. ensure material is covered post doffing		5	2	2	1
	PC11. ensure in keeping the empty bobbins clean and arranged in proper manner		4	1	2	1

Assessment criteria

	PC12. clean the defective roving bobbins in the respective shift		6	1	3	2
	PC13. segregate the sliver waste and roving waste count wise and store in the respective waste bins		6	2	3	1
	PC14. weigh different types of waste collected in the speed frame departments		5	2	2	1
	PC15. transport the collected wastes to the waste room		4	1	2	1
	PC16. support tenter in carrying out tenting activities as instructed by supervisor		4	1	2	1
	PC17. support the maintenance team while machine is under maintenance		5	2	2	1
	PC18. clean the gear end, off end, spindle rails, spindles, bobbin rail, clearer rollers and other parts of machine as instructed by supervisor using proper cleaning tools		6	2	3	1
	PC19. take part in doffs wherever necessary as instructed by the supervisor		5	1	3	1
	PC20. transport the empty cans to the draw frame can storage area after count change		4	1	2	1
	PC21. ensure cleanliness at work place		4	1	2	1
	Total		100	26	46	28
		Weightage %		26%	46%	28%
7. TSC/N 0122 (Carry out additional tenting responsibilities effectively)	PC1. clean the creeling area	100	3	1	1	1
	PC2. ensure proper removal of dusts from the creeling zone		3	1	1	1
	PC3. clean the front and back portion of the machine		4	1	2	1
	PC4. clean the back portion of the drafting arrangement		4	1	2	1
	PC5. clean the front portion of drafting arrangement		4	1	2	1
	PC6. ensure proper cleaning of drafting zone		4	1	2	1
	PC7. clean the flyer, bobbin rail and spindle rail		4	1	2	1

Assessment criteria

PC8. collect the wastes in the waste collection chamber and depositing in the waste collection box	4	1	2	1
PC9. remove the wastes in the clearer rollers on a timely basis	4	1	2	1
PC10. ensure the wastes collected from different parts of machine are deposited in the respective dustbins	5	2	2	2
PC11. clean the alley around the speed frame machine using proper cleaning equipments	4	1	1	1
PC12. ensure the speed frame department is neat and clean	4	1	2	1
PC13. ensure proper functioning of machine	4	1	2	1
PC14. check and verify the quality of different machine parts	4	1	2	0
PC15. remove the worn out parts and replace with new parts in speed frame machine	4	1	2	2
PC16. carry out preventive maintenance activities at the specified intervals	5	1	2	1
PC17. oil various parts of speed frame machine if necessary	4	1	2	2
PC18. verify the proper build of the roving bobbin	4	1	1	1
PC19. support the doffer while carrying out doffing activities	4	1	2	1
PC20. record the production details in the production report	4	1	2	1
PC21. report to the supervisor in case of emergency stoppage of machine	4	1	2	2
PC22. report to the supervisor and maintenance incharge if the operator had replaced the worn out machine part with a new one.	4	1	2	1
PC23. support the maintenance team while machine is under maintenance	4	1	2	1
PC24. ensure all details related to production are provided to the next shift operator while relieving	4	1	2	1
PC25. ensure count wise storage of wound bobbin without damaging the roving	4	1	2	1
Total	100	26	46	28

Assessment criteria

		Weightage %		26%	46%	28%
8.TSC/N9001 (Maintaining work area, tools and machines)	PC1. handle materials, machinery, equipment and tools with care and use them in the correct way	50	4	1	2	1
	PC2. use correct lifting and handling procedures		4	1	2	1
	PC3. use materials to minimize waste		3	1	1	1
	PC4. maintain a clean and hazard free working area		3	1	1	1
	PC5. maintain tools and equipment		4	2	1	1
	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
	Total		50	15	21	14
		Weightage %		30%	42%	28%
9.TSC/N9002 (Working in a team)	PC1. be accountable to the own role in whole process	50	4	2	1	1
	PC2. perform all roles with full responsibility		5	3	1	1
	PC3. be effective and efficient at workplace		5	1	3	1
	PC4. properly communicate about company		5	2	1	2

Assessment criteria

	policies					
	PC5. report all problems faced during the process		5	1	1	3
	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		3	1	1	1
	PC9. give due importance to others' point of view		3	1	1	1
	PC10. avoid conflicting situations		3	1	1	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
	Total		50	17	17	16
		Weightage %		34%	34%	32%
10.TSC/N9003 (Maintain health, safety and security at work place)	PC1. comply with health and safety related instructions applicable to the workplace	100	5	2	2	1
	PC2. use and maintain personal protective equipment such as " ear plug" " nose mask " " head cap" etc., as per protocol		5	2	2	1
	PC3. carry out own activities in line with approved guidelines and procedures		4	2	1	1
	PC4. maintain a healthy lifestyle and guard against dependency on intoxicants		4	2	1	1
	PC5. follow environment management system related procedures		4	2	1	1
	PC6. identify and correct (if possible) malfunctions in machinery and equipment		5	2	2	1
	PC7. report any service malfunctions that cannot be rectified		4	2	1	1
	PC8. store materials and equipment in line with organisational requirements		4	1	2	1
	PC9. safely handle and remove waste		4	1	2	1

Assessment criteria

	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 threat		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
	Total		100	43	34	23
		Weightage %		43%	34%	23%
11.TSC/N900	PC1. perform own duties effectively	50	4	1	2	1

Assessment criteria

4 (Comply with industry and organizational requirements)	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
	Total		50	18	19	13
		Weightage %		36%	38%	26%
	Grand Total		850			