

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-Twister cum Doubler - Handloom

SECTOR: TEXTILE

SUB-SECTOR:Handloom

OCCUPATION: Operator

REFERENCE ID: TSC/Q7902

ALIGNED TO:NCO-2015/7318.9900

Brief Job Description:The person is responsible for twisting and doubling the yarn to improve yarn uniformity, abrasion resistance, tenacity and flexural endurance by ensuring health, safety and security, and complying with the workplace requirements. The person can either work as a freelancer or seek employment in a cooperative/organization.

Personal Attributes: Needs to have basic knowledge of fibers, precision, an eye for detail, and an alert mind.

Job Details	Qualifications Pack Code		TSC/Q7902	
	Job Role		Twister cum Doubler - Handloom [Applicable to National Scenarios]	
	Credits	TBD	Version number	1.0
	Sector	Textile	Drafted on	03/05/17
	Sub-sector	Handloom	Last reviewed on	03/05/17
	Occupation	Operator	Next review date	03/05/19

Job Role	Twister cum Doubler
Role Description	The job holder is responsible for twisting and doubling the yarn to improve yarn uniformity, abrasion resistance, tenacity and flexural endurance by ensuring health, safety and security, and complying with the workplace requirements.
NSQF level	3
Minimum Educational Qualifications	5 th Standardpass, preferably
Maximum Educational Qualifications	NA
Prerequisite License or Training	NA
Minimum Job Entry Age	16 years
Experience	NA
Applicable National Occupational Standards (NOS)	Compulsory: <ol style="list-style-type: none"> 1. TSC/N7903 Carry out twisting or doubling for multi-fold yarn 2. TSC/N9005 Maintain work area and tools in handloom sector 3. TSC/N9006 Working in a team in handloom sector 4. TSC/N9007 Maintain health, safety and security at work place in handloom sector 5. TSC/N9008 Comply with work place requirements in handloom sector
Performance Criteria	As described in the relevant OS units

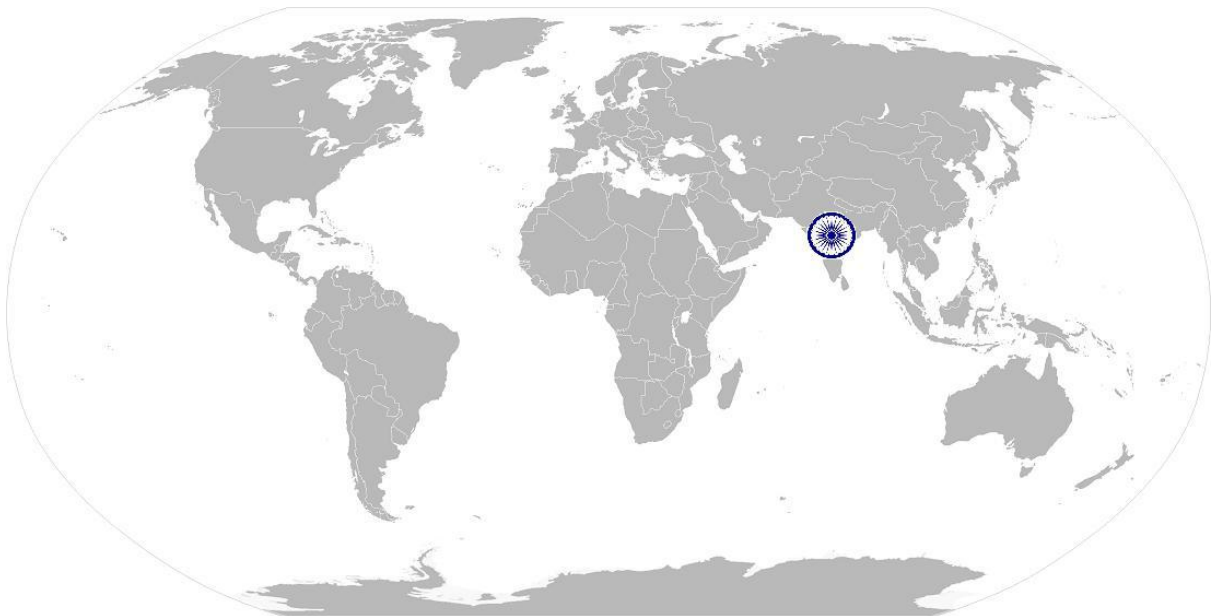
Definitions

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.
Occupation	Occupation is a set of job roles, which perform similar/related set of functions in an industry.
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(QP)	Qualifications Pack comprises the set of NOS, together with the educational, training and other criteria required to perform a job role. A Qualifications Pack is assigned a unique qualification pack code.
Electives	Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives.
Options	Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options.
Unit Code	Unit code is a unique identifier for an Occupational Standard, which is denoted by 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 any one 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.
Organisational Context	Organisational 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 the key to learning and working in today's world. These skills are typically needed in any work environment in today's world. In the context of the OS, these include communication related skills that are applicable to most job roles.
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 NOS.
Qualifications Pack Code	Qualifications Pack Code is a unique reference code that identifies a qualifications pack.
Sub-functions	Sub-functions are sub-activities essential to fulfil the achieving the objectives of the function.
Vertical	Vertical may exist within a sub-sector representing different domain areas or the client industries served by the industry.

Acronyms	Keywords/Terms	Description
	NOS	National Occupational Standard(s)
	NSQF	National Skills Qualifications Framework
	QP	Qualifications Pack
	OS	Occupational Standards
	TSC	Textile Sector Skill Council
	TBD	To be decided

National Occupational Standard



Overview

This unit refers to the necessary skills, knowledge and attributes required by the machine operator to undertake doubling or twisting for multi-fold yarns efficiently.

TSC/N7903

Carry out twisting or doubling for multi-fold yarn

National Occupational Standard

Unit Code	TSC/N7903
Unit Title (Task)	Carry out twisting or doubling for multi-fold yarn
Description	The unit deals with necessary skills, knowledge and attributes required by the machine operator to undertake doubling or twisting for multi-fold yarns efficiently.
Scope	This unit/task covers the following: <ul style="list-style-type: none"> Undertake twisting or doubling for multi-fold yarn
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Undertake twisting or doubling for multi-fold yarn	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. check that the doubling machine have yarn tensioning device for even tension</p> <p>PC2. mount, position or place roll of yarn or bobbin of thread on machine and threads through guides and rollers</p> <p>PC3. start the machine and observe operation to detect malfunctions or defects, such as breaking of material or thread</p> <p>PC4. adjusts machine controls, such as width or tension guides, to keep operations within specifications</p> <p>PC5. set control on machine according to width, length, or other specifications</p> <p>PC6. ensure the production of long length of knot free yarns which facilitates better performance in the subsequent processes</p> <p>PC7. examine and inspects yarns for defects and size specifications</p> <p>PC8. unite two or more yarn ends on a package</p> <p>PC9. ensure the ply yarns are free from corkscrew defect due to equalized tensioning of the single yarns</p> <p>PC10. carry out doubling in both the systems efficiently Systems: Single process and two process</p> <p>PC11. unite two or more doubled yarn/ compact yarn ends by twisting, , in order to obtain a stronger yarn</p> <p>PC12. carry out twisting in parallel state to contribute fully to the yarn strength and yarn lustre</p> <p>PC13. remove full packages or rolls from machine manually, or using hoist</p> <p>PC14. tie breaks in yarn</p> <p>PC15. record production information, such as lot, number of defects and machine stops, and types of defects</p> <p>PC16. notify supervisor of defects or machine malfunctions</p> <p>PC17. stack or wrap and pack product for further processing or shipping</p> <p>PC18. clean and lubricate machines</p>

TSC/N7903 Carry out twisting or doubling for multi-fold yarn

Knowledge and Understanding (K)

A. Organizational Context
(Knowledge of the company / organization and its processes)

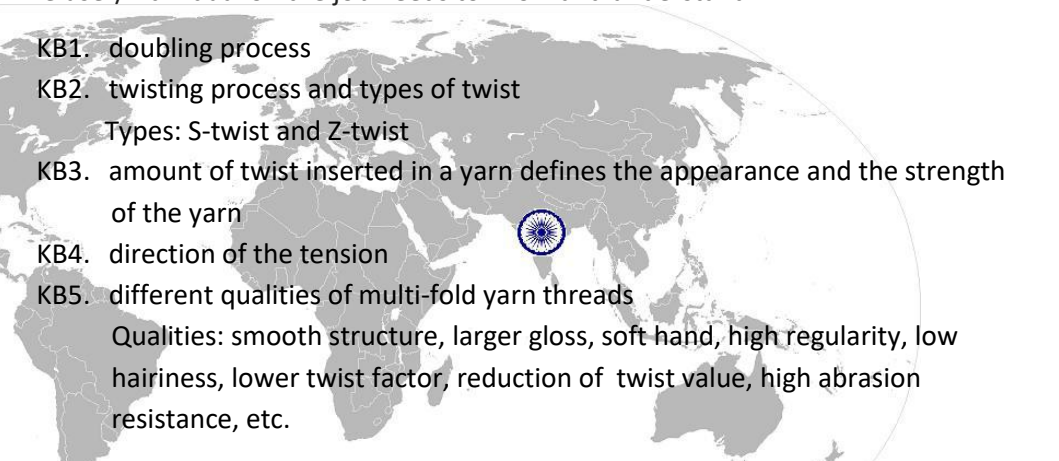
The user/individual on the job needs to know and understand:

- KA1. policies and procedures followed in the handloom sector relevant to own employment and performance conditions
- KA2. relevant health and safety requirements applicable in the work place
- KA3. importance of following health, hygiene, safety and quality standards and the impact of non-compliance of the standards on consumers and the business
- KA4. own job role and responsibilities and sources for information pertaining to employment terms, compensation, job role and responsibilities
- KA5. relevant people and their responsibilities within the work area
- KA6. various categories of people that one is required to communicate and co-ordinate within the organization
- KA7. documentation relating to machine settings, operation and maintenance as per the needs of the task

B. Technical Knowledge

The user/individual on the job needs to know and understand:

- KB1. doubling process
- KB2. twisting process and types of twist
Types: S-twist and Z-twist
- KB3. amount of twist inserted in a yarn defines the appearance and the strength of the yarn
- KB4. direction of the tension
- KB5. different qualities of multi-fold yarn threads
Qualities: smooth structure, larger gloss, soft hand, high regularity, low hairiness, lower twist factor, reduction of twist value, high abrasion resistance, etc.



Skills (S)

A. Core Skills/ Generic Skills

Writing Skills

The user/ individual on the job needs to know and understand how to:

- SA1. write local or English language for recording production, quality related information, numbering, and maintenance of related information and materials, etc.

Reading Skills

The user/individual on the job needs to know and understand how to:

- SA2. read to differentiate the various materials used in the process
- SA3. read and correctly interpret own notes written in local or English language

Oral Communication (Listening and Speaking skills)

The user/individual on the job needs to know and understand how to:

- SA4. communicate with co-workers appropriately
- SA5. listen carefully
- SA6. talk effectively to convey information succinctly and unequivocally

TSC/N7903

Carry out twisting or doubling for multi-fold yarn

B. Professional Skills	Decision Making
	NA
	Plan and Organize
	The user/individual on the job needs to know and understand how to: SB1. plan and organize own work in a way that all activities are completed in time and as per specifications
	Customer Centricity
	The user/individual on the job needs to know and understand how to: SB2. interpret work requirements correctly SB3. deliver quality output
	Problem Solving
	The user/individual on the job needs to know and understand how to: SB4. determine timely correction of errors to prevent redoing of work
	Analytical Thinking
	NA
Critical Thinking	
NA	

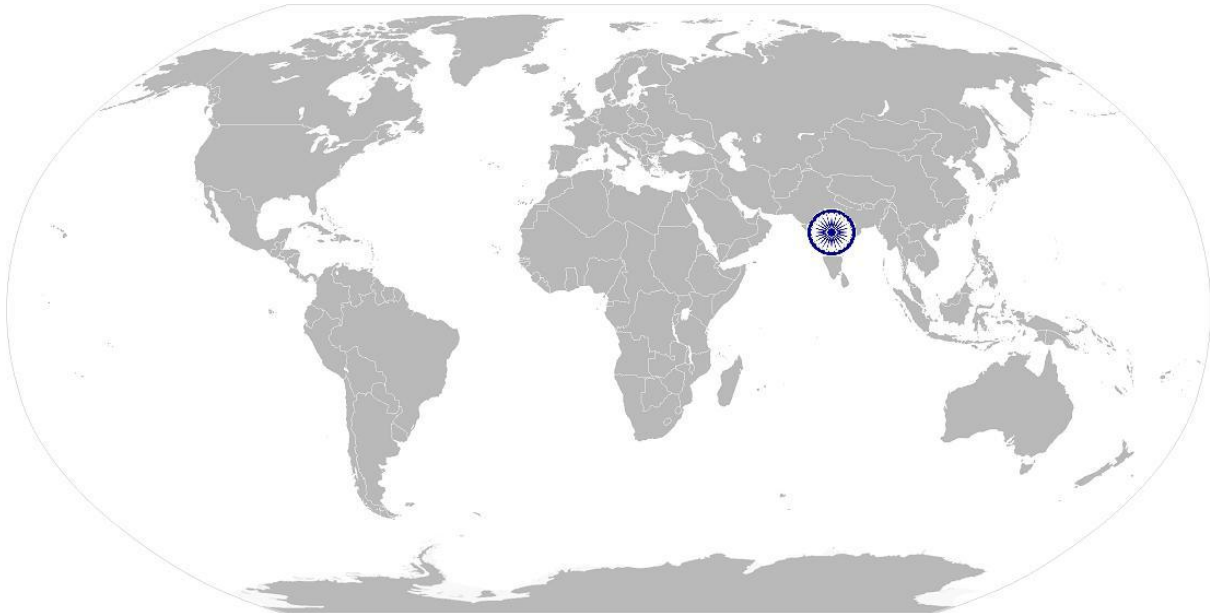


TSC/N7903

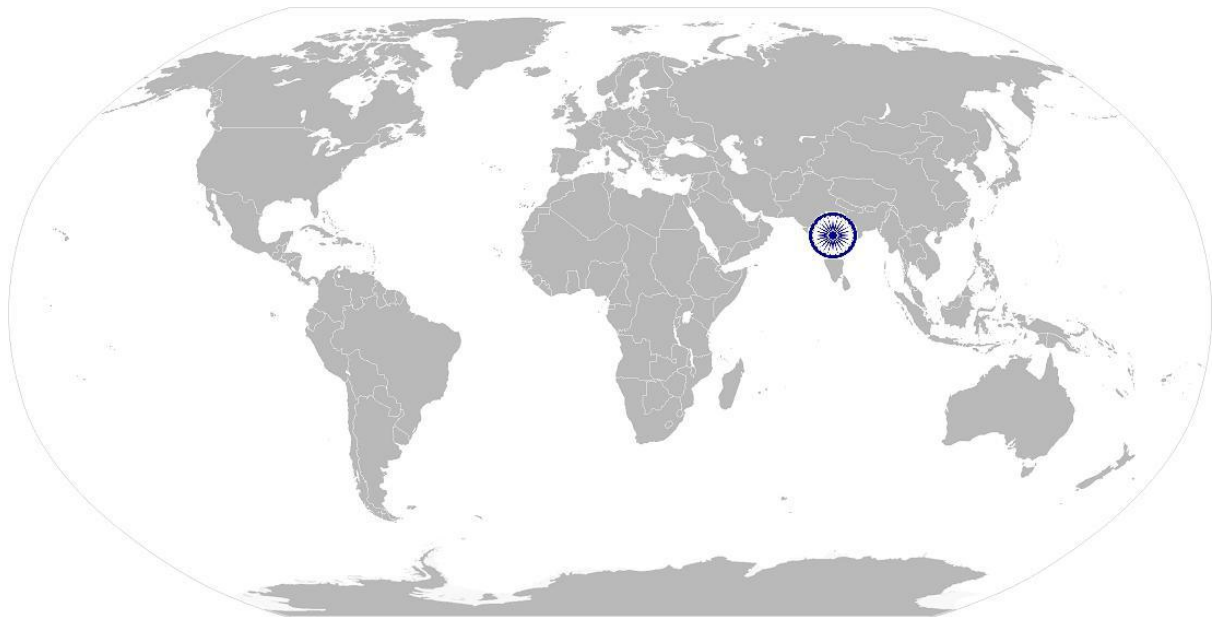
Carry out twisting or doubling for multi-fold yarn

NOS Version Control

NOS Code	TSC/N7903		
Credits	TBD	Version number	1.0
Industry	Textile	Drafted on	03/05/17
Industry Sub-sector	Handloom	Last reviewed on	03/05/17
Occupation	Operator	Next review date	03/05/19



National Occupational Standard



Overview

This unit provides performance criteria, knowledge, understanding, skills and abilities required to organize/maintain work area and activities to ensure tools used for winding are maintained as per norms.

TSC/N9005

Maintain work area and tools in handloom sector

Unit Code	TSC/N9005
Unit Title (Task)	Maintain work area and tools in handloom sector
Description	This unit provides performance criteria, knowledge, understanding, skills and abilities required to organize/maintain work area and activities to ensure tools used for winding 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	
Element	Performance Criteria
Maintain the work area, tools and machines	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. handle materials and tools safely and correctly</p> <p>PC2. use correct lifting and handling procedures</p> <p>PC3. use materials in a manner to minimize waste</p> <p>PC4. maintain a clean and hazard free working area</p> <p>PC5. maintain the tools and equipment used for winding</p> <p>PC6. carry out maintenance and/or cleaning within one's responsibility</p> <p>PC7. identify damaged tools and materials and take action according to the standards followed</p> <p>PC8. ensure that the correct tools and yarn required are in place</p> <p>PC9. work in the correct posture</p> <p>PC10. use cleaning equipment and methods appropriate for the work to be carried out</p> <p>PC11. dispose of waste safely in the designated location</p> <p>PC12. store cleaning equipment safely after use</p> <p>PC13. carry out cleaning according to schedule and limits of responsibility</p>
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company/ organization and its processes)	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. personal hygiene</p> <p>KA2. safe working practices and Cooperative Society/NGO/SHG/cluster procedures</p> <p>KA3. limits of your own responsibility</p> <p>KA4. ways of resolving problems within the work area</p> <p>KA5. production process and the specific work activities that relate to the whole process</p> <p>KA6. importance of effective communication with colleagues</p> <p>KA7. lines of communication, authority and reporting procedures</p> <p>KA8. cooperative Society/NGO/SHG/cluster rules, codes and guidelines (including time keeping)</p>

TSC/N9005

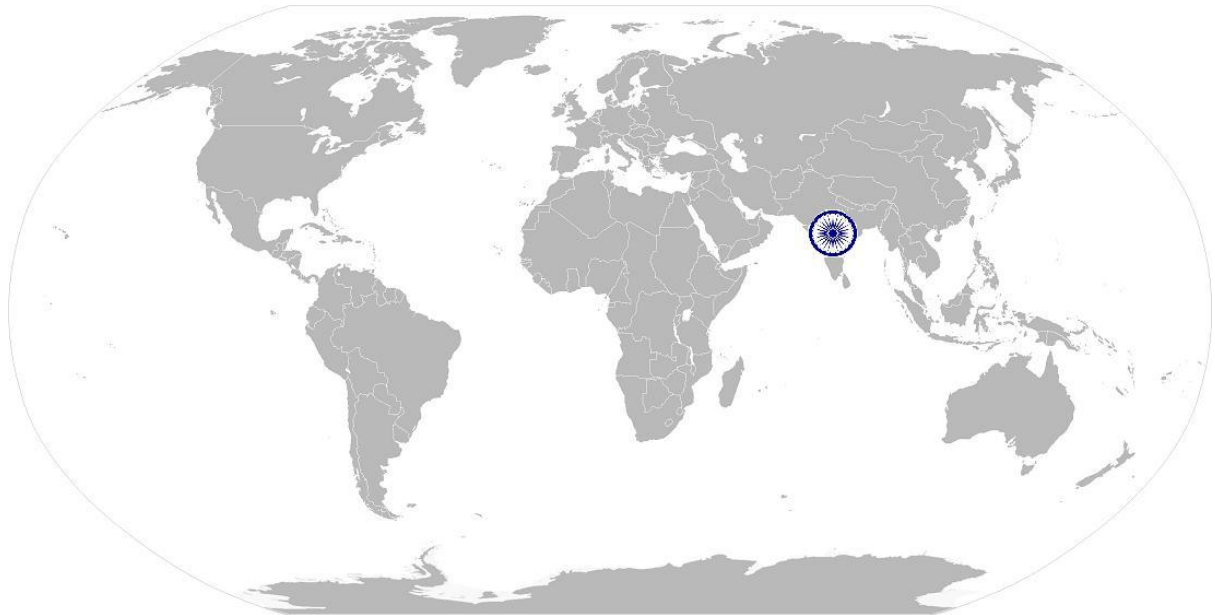
Maintain work area and tools in handloom sector

	<p>KA9. company's quality standards</p> <p>KA10. importance of complying with written instructions</p>
B. Technical Knowledge	<p>The user/individual on the job needs 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> <p>KB3. importance of taking action when problems are identified</p> <p>KB4. different ways of minimizing waste</p> <p>KB5. effects of contamination on products</p> <p>KB6. common faults and the methods to rectify them</p> <p>KB7. tools maintenance procedures</p> <p>KB8. hazards likely to be encountered when conducting routine maintenance</p> <p>KB9. different types of cleaning substances and their use</p> <p>KB10. safe working practices for cleaning and the methods of carrying them out</p>
Skills (S)	
A. Core Skills/ Generic Skills	Writing Skills
	The user/individual on the job needs to know and understand how to: SA1. write in local language
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA2. read and comprehend written instructions
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA3. listen effectively and orally communicate information accurately SA4. ask for clarification and advice from others
B. Professional Skills	Decision Making
	The user/individual on the job needs to know and understand how to: SB1. follow rule-based decision-making processes SB2. make decisions on a suitable course of action or response
	Plan and Organize
	The user/individual on the job needs to know and understand how to: SB3. plan and organize your work to achieve targets and deadlines
	Customer Centricity
	The user/individual on the job needs to know and understand how to: SB4. avoid absenteeism SB5. be punctual SB6. work in discipline

TSC/N9005

Maintain work area and tools in handloom sector

	SB7. act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations
	Problem Solving
	The user/individual on the job needs to know and understand how to: SB8. apply problem-solving approaches in different situations SB9. seek clarification on problems from others
	Analytical Thinking
	The user/individual on the job needs to know and understand how to: SB10. analyze data and activities SB11. pass on relevant information to others
	Critical Thinking
The user/individual on the job needs to know and understand how to: SB12. provide opinions on work in a detailed and constructive way SB13. apply balanced judgments to different situations	

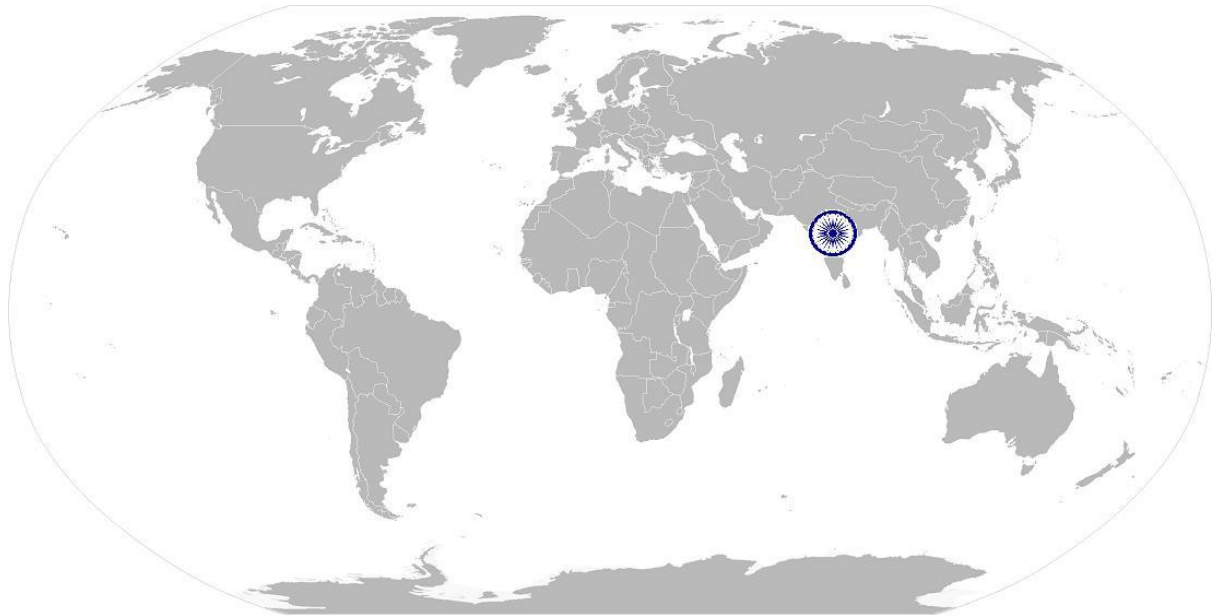


TSC/N9005

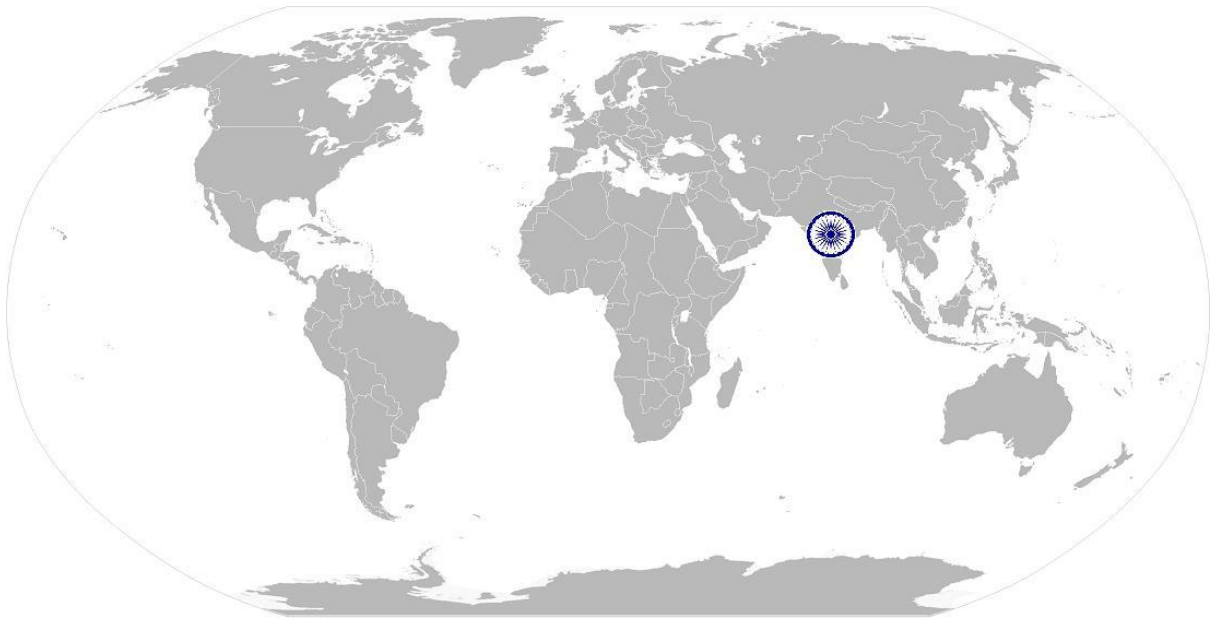
Maintain work area and tools in handloom sector

NOS Version Control

NOS Code	TSC/N9005		
Credits	TBD	Version number	1.0
Industry	Textiles Sector	Drafted on	03/05/17
Industry Sub-sector	Handloom	Last reviewed on	03/05/17
Occupation	Generic	Next review date	03/05/19



National Occupational Standard



Overview

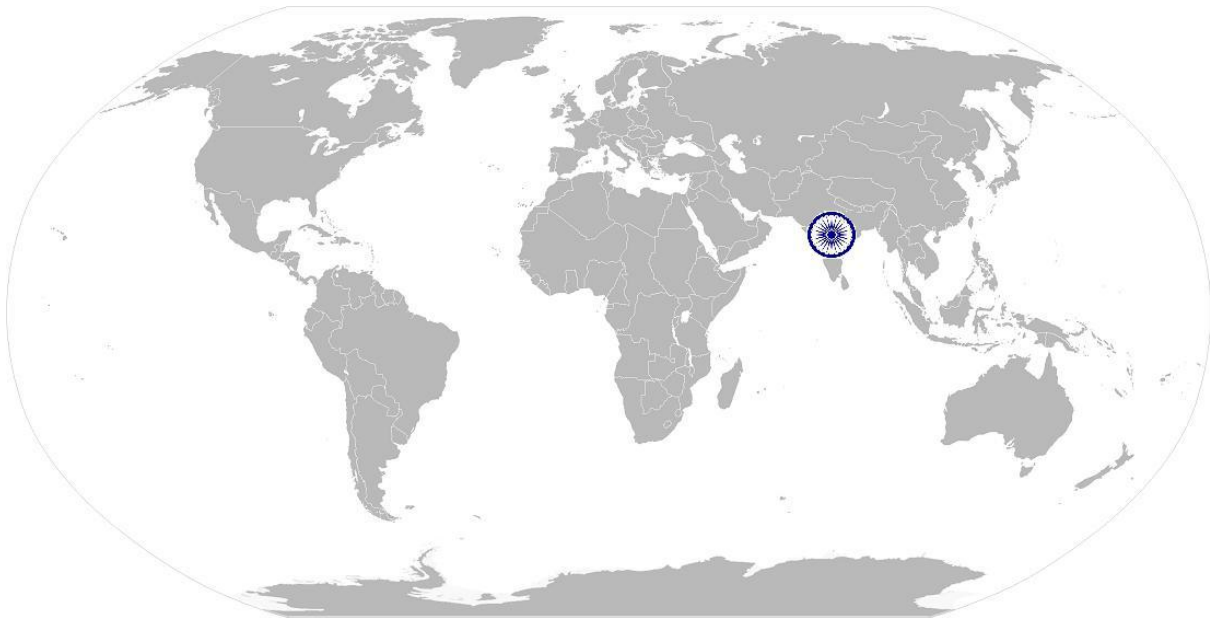
This unit is about working in a team in a handloom sector.

National Occupational Standard	Unit Code	TSC/N9006
	Unit Title (Task)	Working in a team in handloom sector
	Description	This unit is about working as a team member.
	Scope	This unit/task covers the following: <ul style="list-style-type: none"> • Self-development • Team work • Organizational standards
	Performance Criteria (PC) w.r.t the Scope	
	Element	Performance Criteria
	Self- development	To be competent, the user/individual on the job must be able to: <ul style="list-style-type: none"> 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	To be competent, the user/individual on the job must be able to: <ul style="list-style-type: none"> PC6. co-ordinate with all team members and colleagues PC7. communicate politely PC8. avoid conflicts and miscommunication
	Organizational standards	To be competent, the user/individual on the job must be able to: <ul style="list-style-type: none"> PC9. know the organizational standards PC10. implement them in your performance PC11. motivate others to follow them
	Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company/ organization and its processes)	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> KA1. standard Operating Procedures (SOP) and regulations in the Cooperative Society/NGO/SHG KA2. knowledge of workplace standards 	
B. Technical Knowledge	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> KB1. importance of self-development KB2. importance of team work KB3. importance of understanding and complying with organizational standards 	
Skills (S)		
A. Core Skills/ Generic Skills	Writing Skills	
	The user/individual on the job needs to know and understand how to: <ul style="list-style-type: none"> SA1. write in local language 	
	Reading Skills	
	The user/individual on the job needs to know and understand how to: <ul style="list-style-type: none"> SA2. read and comprehend written instructions 	
Oral Communication (Listening and Speaking skills)		

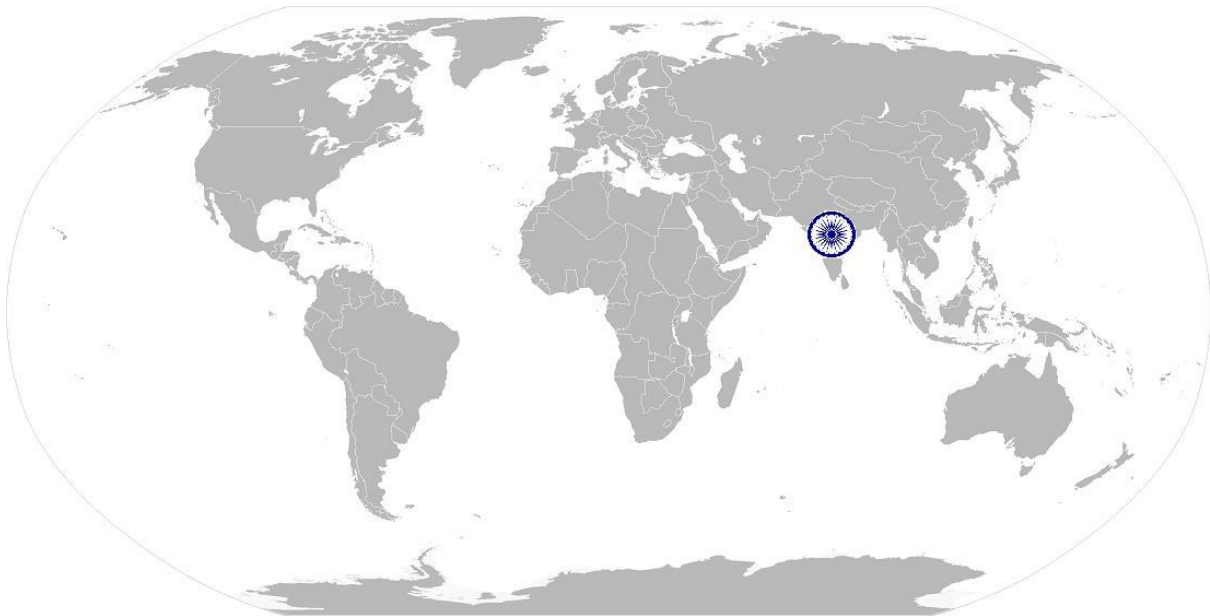
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA3. listen effectively and orally communicate information accurately</p> <p>SA4. ask for clarification and advice from others</p>
B. Professional Skills	Decision Making
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB1. follow rule-based decision-making processes</p> <p>SB2. make decisions on a suitable course of action or response</p>
	Plan and Organize
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB3. plan and organize your work to achieve targets and deadlines</p>
	Customer Centricity
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB4. avoid absenteeism</p> <p>SB5. be punctual</p> <p>SB6. work in Discipline</p> <p>SB7. act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations</p>
	Problem Solving
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB8. apply problem-solving approaches in different situations</p> <p>SB9. seek clarification on problems from others</p>
	Analytical Thinking
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB10. analyze data and activities</p> <p>SB11. pass on relevant information to others</p>
	Critical Thinking
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB12. provide opinions on work in a detailed and constructive way</p> <p>SB13. apply balanced judgments to different situations</p>

NOS Version Control

NOS Code	TSC/N9006		
Credits	TBD	Version number	1.0
Industry	Textiles Sector	Drafted on	03/05/17
Industry Sub-sector	Handloom	Last reviewed on	03/05/17
Occupation	Generic	Next review date	03/05/19



National Occupational Standard



Overview

This unit provides performance criteria, knowledge, understanding, skills and 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

Unit Code	TSC/N9007
Unit Title (Task)	Maintain health, safety and security at workplace in handloom sector
Description	This unit provides performance criteria, knowledge, understanding, skills and abilities required to comply with health, safety and security requirements at the workplace and covers procedures to prevent, control and minimize risk to self and others.
Scope	This unit/task covers the following: <ul style="list-style-type: none"> • Comply with health, safety and security requirements at work • Recognize and address the hazards
Performance Criteria (PC) w.r.t the Scope	
Element	Performance Criteria
Comply with health, safety and security requirements at work	<p>To be competent, the user/individual on the job 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 as per protocol</p> <p>PC3. Carry out own activities in line with approved guide lines and procedures</p> <p>PC4. Maintain a healthy life style and guard against dependency on in toxicants</p> <p>PC5. Follow environment management system related procedures</p> <p>PC6. store materials and tools in line with manufacturer’s and Cooperative Society/NGO/SHG requirements</p> <p>PC7. Safely handle and move waste and debris</p> <p>PC8. Minimize health and safety risks to self and others due to own actions</p> <p>PC9. Monitor the workplace and work processes for potential risks and threats</p> <p>PC10. Carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned</p> <p>PC11. Participate in mock drills/ evacuation procedures organized at the workplace</p> <p>PC12. undertake first aid, fire-fighting and emergency response training, if asked to do so</p> <p>PC13. take action based on instructions in the event of fire, emergencies or accidents</p> <p>PC14. follow Cooperative Society/NGO/SHG procedures for evacuation when required</p>
Recognize and address the hazards	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC15. identify different kinds of possible hazards (environmental, personal, ergonomic and chemical) of the industry</p> <p>PC16. recognize other possible security issues existing in the workplace</p> <p>PC17. plan the safety techniques</p> <p>PC18. recognize different measures to curb the hazards</p> <p>PC19. implement the programs</p>

	<p>PC20. communicate the safety plans to everyone</p> <p>PC21. attach disciplinary rules with the implementation</p>
Knowledge and Understanding (K)	
<p>A. Organizational Context (Knowledge of the company/ organization and its processes)</p>	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. health and safety related practices applicable at the workplace</p> <p>KA2. potential hazards, risks and threats based on nature of operations</p> <p>KA3. cooperative Society/NGO/SHG procedures for safe handling of tools</p> <p>KA4. potential risks due to own actions and methods to minimize these</p> <p>KA5. environmental management system related procedures at the workplace</p> <p>KA6. potential accidents and emergencies and response to these scenarios</p> <p>KA7. documentation formats, if any</p> <p>KA8. knowledge of personnel trained in first aid, fire-fighting and emergency response</p>
<p>B. Technical Knowledge</p>	<p>The user/individual on the job needs 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)	
<p>A. Core Skills/ Generic Skills</p>	<p style="background-color: #d9e1f2;">Writing Skills</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SA1. write in local language</p> <p style="background-color: #d9e1f2;">Reading Skills</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SA2. read and comprehend written instructions</p> <p style="background-color: #d9e1f2;">Oral Communication (Listening and Speaking skills)</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SA3. listen effectively and orally communicate information accurately</p> <p>SA4. ask for clarification and advice from others</p>
<p>B. Professional Skills</p>	<p style="background-color: #d9e1f2;">Decision Making</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB1. follow rule-based decision-making processes</p> <p>SB2. make decisions on a suitable course of action or response</p>

Maintain health, safety and security at work place in handloom sector

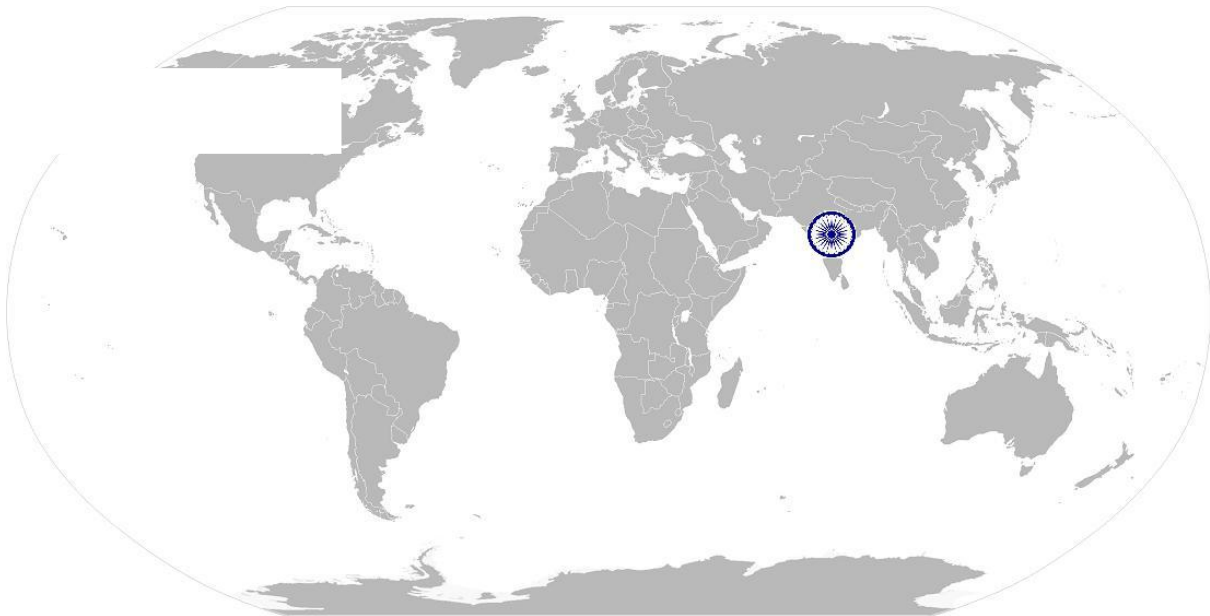
	Plan and Organize
	The user/individual on the job needs to know and understand how to: SB3. plan and organize your work to achieve targets and deadlines
	Customer Centricity
	The user/individual on the job needs to know and understand how to: SB4. avoid absenteeism SB5. be punctual SB6. work in Discipline SB7. act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations
	Problem Solving
	The user/individual on the job needs to know and understand how to: SB8. apply problem-solving approaches in different situations SB9. seek clarification on problems from others
	Analytical Thinking
	The user/individual on the job needs to know and understand how to: SB10. analyze data and activities SB11. pass on relevant information to others
	Critical Thinking
	The user/individual on the job needs to know and understand how to: SB12. provide opinions on work in a detailed and constructive way SB13. apply balanced judgment to different situations

TSC/N9007

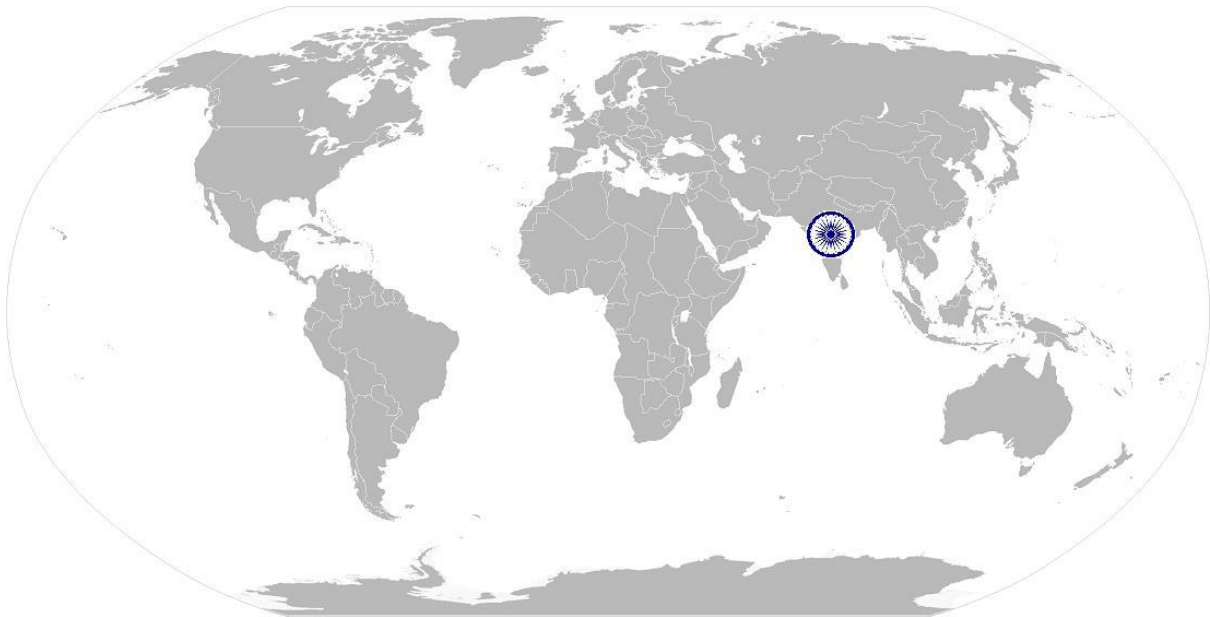
Maintain health, safety and security at work place in handloom sector

NOS Version Control

NOS Code	TSC/N9007		
Credits	TBD	Version number	1.0
Industry	Textiles Sector	Drafted on	03/05/17
Industry Sub-sector	Handloom	Last reviewed on	03/05/17
Occupation	Generic	Next review date	03/05/19



National Occupational Standard



Overview

This unit is about knowing, understanding and complying with work place requirements in handloom sector.

TSC/N9008

Comply with work place requirements in handloom sector

Unit Code	TSC/N9008
Unit Title (Task)	Comply with work place requirements in handloom sector
Description	This unit is about knowing, understanding and complying with work place requirements in handloom sector
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	
Element	Performance Criteria
Commitment and trust	To be competent, the user/individual on the job must be able to: PC1. be accountable to one's own role in the whole process PC2. perform all roles with full responsibility PC3. be effective and efficient at workplace
Communication	To be competent, the user/individual on the job must be able to: PC4. properly communicate about work place policies PC5. talk politely with other team members and colleagues PC6. submit daily report of own performance
Adaptability	To be competent, the user/individual on the job must be able to: PC7. adjust in different work situations PC8. give due importance to others' point of view PC9. avoid conflicting situations
Creative freedom	To be competent, the user/individual on the job must be able to: PC10. improve upon the existing techniques to increase process efficiency
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: KA1. standard operating procedures(SOP) and regulations in the cooperative society/NGO/SHG KA2. procedure followed to get the final output in the Cooperative Society/NGO/SHG KA3. safe working practices to be adopted in the Cooperative Society/NGO/SHG

TSC/N9008

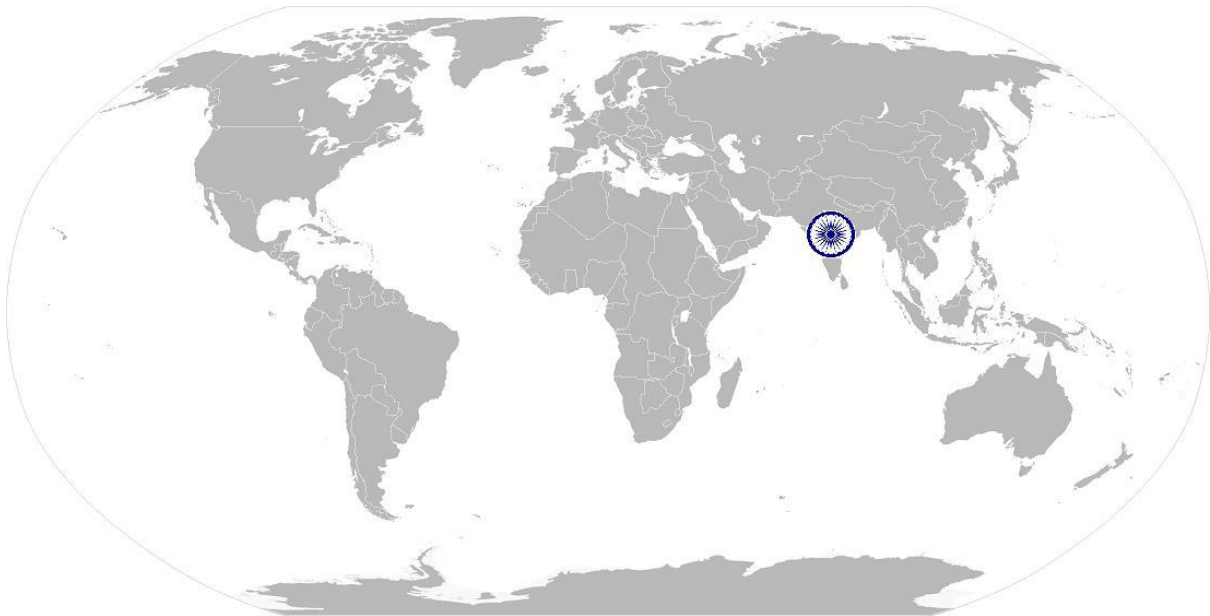
Comply with work place requirements in handloom sector

<p>B. Technical Knowledge</p>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. importance of commitment and trust</p> <p>KB2. importance of proper communication</p> <p>KB3. importance of adaptability</p> <p>KB4. importance of creative freedom</p>
<p>Skills (S)</p>	
<p>A. Core Skills/ Generic Skills</p>	<p>Writing Skills</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SA1. write in local language</p> <p>Reading Skills</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SA2. read and comprehend written instructions</p> <p>Oral Communication (Listening and Speaking skills)</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SA3. listen effectively and orally communicate information accurately</p> <p>SA4. ask for clarification and advice from others</p>
<p>B. Professional Skills</p>	<p>Decision Making</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB1. follow rule-based decision-making processes</p> <p>SB2. make decisions on a suitable course of action or response</p> <p>Plan and Organize</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB3. plan and organize your work to achieve targets and deadlines</p> <p>Customer Centricity</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB4. avoid absenteeism</p> <p>SB5. be punctual</p> <p>SB6. work in discipline</p> <p>SB7. act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations</p> <p>Problem Solving</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB8. apply problem-solving approaches in different situations</p> <p>SB9. seek clarification on problems from others</p> <p>Analytical Thinking</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB10. analyze data and activities</p> <p>SB11. pass on relevant information to others</p>

TSC/N9008

Comply with work place requirements in handloom sector

	Critical Thinking
	The user/individual on the job needs to know and understand how to: SB12. provide opinions on work in a detailed and constructive way SB13. apply balanced judgment to different situations

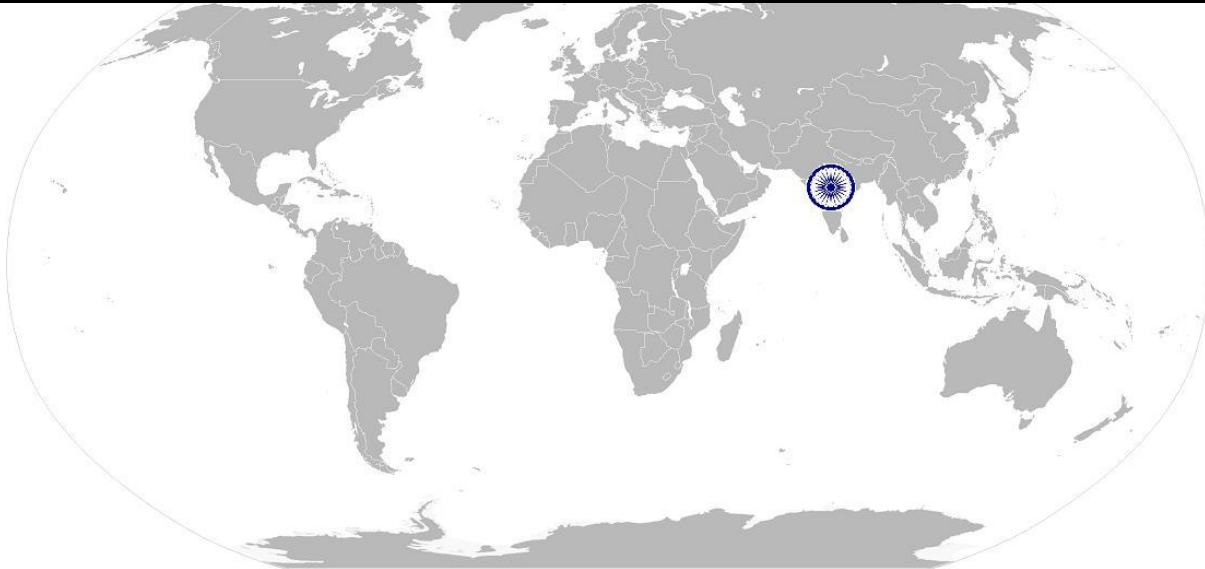


TSC/N9008

Comply with work place requirements in handloom sector

NOS Version Control

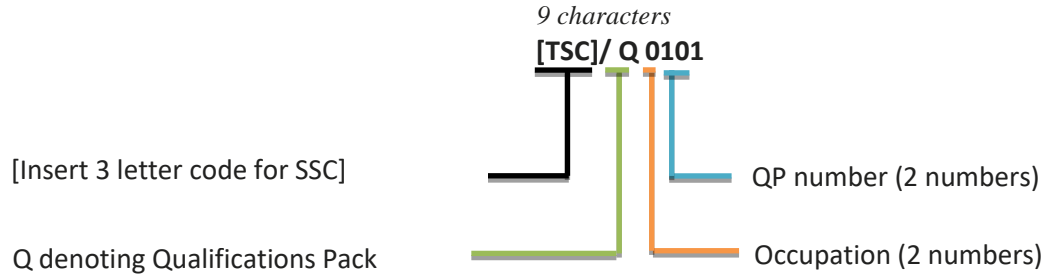
NOS Code	TSC/N9008		
Credits	TBD	Version number	1.0
Industry	Textiles Sector	Drafted on	03/05/17
Industry Sub-sector	Handloom	Last reviewed on	03/05/17
Occupation	Generic	Next review date	03/05/19



Annexure

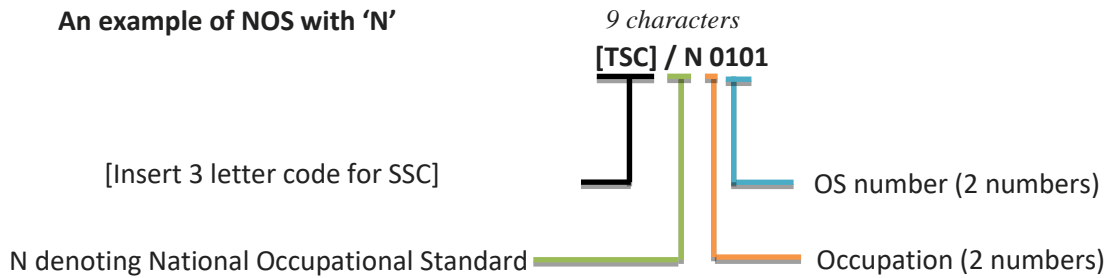
Nomenclature for QP and NOS

Qualifications Pack



Occupational Standard

An example of NOS with 'N'



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The following acronyms/codes have been used in the nomenclature above:

Sub-sector	Range of Occupation numbers
Spinning	01-20
Weaving	21-40
Knitting	41-50
Processing	51-70
Handlooms	71-79
Technical Textiles	80-89
Common	90-99

Sequence	Description	Example
Three letters	Textile Sector Skill Council	TSC
Slash	/	/
Next letter	Whether QP or NOS	N
Next two numbers	Occupation code	01
Next two numbers	OS number	01

CRITERIA FOR ASSESSMENT OF TRAINEES

Job Role Twister cum Doubler - Handloom

Qualification Pack TSC/Q7902

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 and Skills Practical for each PC.
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.
3. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/ option NOS/ set of NOS.
4. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below).
5. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on this criterion.
6. To pass the Qualification Pack, every trainee should score a minimum of 70% in aggregate marks to successfully clear the assessment
7. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack.

Assessable Outcomes	Assessment Criteria	Total Marks	Out of	Marks Allocation	
				Theroy	Skills Practical
1.TSC/N7903 Undertake twisting or doubling for multi-fold yarn	PC1. check that the doubling machine have yarn tensioning device for even tension	200	15	5	10
	PC.2 mount, position or place roll of yarn or bobbin of thread on machine and threads through guides and rollers		15	5	10
	PC3. start the machine and observe operation to detect malfunctions or defects, such as breaking of material or thread		15	5	10
	PC4. adjusts machine controls, such as width or tension guides, to keep operations within specifications		15	5	10
	PC5. set control on machine according to width, length, or other specifications		10	3	7
	PC6. ensure the production of long length of knot free yarns which facilitates better performance in the subsequent processes		10	3	7
	PC7. examine and inspects yarns for defects and size specifications		10	3	7

Total Marks : 450	Compulsory NOS			Marks Allocation	
Assessable Outcomes	Assessment Criteria	Total Marks	Out of	Theory	Skills Practical
	PC.8 unite two or more yarn ends on a package		10	3	7
	PC.9 ensure the ply yarns are free from corkscrew defect due to equalized tensioning of the single yarns		10	3	7
	PC.10 carry out doubling in both the systems efficiently		10	3	7
	PC.11 unite two or more doubled yarn/ compact yarn ends by twisting, , in order to obtain a stronger yarn		10	3	7
	PC.12 carry out twisting in parallel state to contribute fully to the yarn strength and yarn lustre		10	3	7
	PC. 13remove full packages or rolls from machine manually, or using hoist		10	3	7
	PC. 14 tie breaks in yarn		10	3	7
	PC.15 record production information, such as lot, number of defects and machine stops, and types of defects		10	3	7
	PC.16 notify supervisor of defects or machine malfunctions		10	3	7
	PC.17 stack or wrap and pack product for further processing or shipping		10	3	7
	PC.18 clean and lubricate machines	10	3	7	
		Total	200	62	138
2.TSC/N9005 Maintain work area and tools in handloom sector	PC1. handle materials and tools safely and correctly	50	5	2	3
	PC2. use correct lifting and handling procedures		3	1	2
	PC3. use materials in a manner to minimize waste		3	1	2
	PC4. maintain a clean and hazard free working area		3	1	2
	PC5. maintain the tools and equipment used for winding		5	2	3
	PC6. carry out maintenance and/or cleaning within one's responsibility		5	2	3

Total Marks : 450	Compulsory NOS			Marks Allocation	
Assessable Outcomes	Assessment Criteria	Total Marks	Out of	Theroy	Skills Practical
	PC7. identify damaged tools and materials and take action according to the standards followed		5	2	3
	PC8. ensure that the correct tools and yarn required are in place		3	1	2
	PC9. work in the correct posture		3	1	2
	PC10. use cleaning equipment and methods appropriate for the work to be carried out		3	1	2
	PC11. dispose of waste safely in the designated location		4	2	2
	PC12. store cleaning equipment safely after use		3	1	2
	PC13. carry out cleaning according to schedule and limits of responsibility		5	2	3
		Total	50	19	31
3.TSC/N9006 Working in a team in handloom sector	PC1. perform own duties effectively	50	5	2	3
	PC2. take responsibility for own actions		5	2	3
	PC3. be accountable towards the job role and assigned duties		5	2	3
	PC4. take initiative and innovate the existing methods		3	1	2
	PC5. focus on self-learning and improvement		5	2	3
	PC6. co-ordinate with all team members and colleagues		5	2	3
	PC7. communicate politely		5	2	3
	PC8. avoid conflicts and miscommunication		5	2	3
	PC9. know the organizational standards		5	2	3
	PC10. implement them in your performance		5	2	3
	PC11. motivate others to follow them		2	1	1
		Total	50	20	30
4.TSC/N9007 Maintain health, safety and security at work place in handloom sector	PC1. comply with health and safety related instructions applicable to the workplace		6	2	4
	PC2. use and maintain personal protective equipment as per protocol		6	2	4
	PC3. carry out own activities in line with approved guidelines and procedures		4	1	3
	PC4. maintain a healthy lifestyle and guard against dependency on intoxicants		4	1	3

Total Marks : 450	Compulsory NOS			Marks Allocation		
Assessable Outcomes	Assessment Criteria	Total Marks	Out of	Theroy	Skills Practical	
	PC5. follow environment management system related procedures	100	4	1	3	
	PC6. store materials and tools in line with manufacturer's and Cooperative Society/NGO/SHG requirements		4	2	2	
	PC7. safely handle and move waste and debris		4	2	2	
	PC8. minimize health and safety risks to self and others due to own actions		6	2	4	
	PC9. monitor the work place and work processes for potential risks and threats		6	2	4	
	PC10. carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned		6	2	4	
	PC11. participate in mock drills/ evacuation procedures organized at the workplace		4	2	2	
	PC12. undertake first aid, fire-fighting and emergency response training, if asked to do so		6	2	4	
	PC13. take action based on instructions in the event of fire, emergencies or accidents		6	2	4	
	PC14. follow Cooperative Society/NGO/SHG procedures for evacuation when required		4	1	3	
	PC15. identify different kinds of possible hazards (environmental, personal, ergonomic and chemical) of the industry		4	1	3	
	PC16. recognize other possible security issues existing in the workplace		4	1	3	
	PC17. plan the safety techniques		5	2	3	
	PC18. recognize different measures to curb the hazards		4	1	3	
	PC19. implement the programs		5	2	3	
	PC20. communicate the safety plans to everyone		4	1	3	
	PC21. attach disciplinary rules with the implementation		4	1	3	
			Total	100	33	67
5.TSC/N9008 Comply with work place	PC1. be accountable to one's own role in the whole process			6	2	4
	PC2. perform all roles with full responsibility			5	1	4

Total Marks : 450	Compulsory NOS			Marks Allocation	
Assessable Outcomes	Assessment Criteria	Total Marks	Out of	Theroy	Skills Practical
requirements in handloom sector	PC3. be effective and efficient at workplace	50	4	2	2
	PC4. properly communicate about work place policies		5	2	3
	PC5. talk politely with other team members and colleagues		5	2	3
	PC6. submit daily report of own performance		6	2	4
	PC7. adjust in different work situations		5	2	3
	PC8. give due importance to others' point of view		5	2	3
	PC9. avoid conflicting situations		5	2	3
	PC10. improve upon the existing techniques to increase process efficiency		4	2	2
		Total	50	19	31
	Total		450	153	297