QUALIFICATIONS PACK - OCCUPATIONAL STANDARDS FOR TEXTILE SECTOR

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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 – Balloon Squeezer Machine Operator

SECTOR: TEXTILE

SUB-SECTOR: PROCESSING

OCCUPATION: KNIT PROCESSING

REFERENCE ID: TSC/ Q5501

ALIGNED TO: NCO-2004 /8264.90

Brief Job Description: A Balloon Squeezer Machine Operator is responsible to do the specified job of Detwisting, Spreading, & Squeezing of Knitted fabric in Tubular or Open Width form with proper control of parameters to get the desired effect on a Balloon Squeezer Machine.This job requires the individual to have thorough knowledge of process flow and material flow in a processing mill for fabric production and should know the important functions and operations of a Balloon Squeezer machine.

Personal Attributes: A Balloon Squeezer Machine Operator should have good eyesight, motor skills and vision. He/she should also have good interpersonal skills.

Job Details			
Qualifications Pack Code	TSC/Q5501		
Job Role	Balloon Squeezer Machine Operator		
Credits (NSQF)	TBD	Version number	1.0
Sector	Textile	Drafted on	15/12/14
Sub-sector	Processing	Last reviewed on	25/02/15
Occupation	Knit Processing	Next review date	01/03/16
NSQC Clearance On	05/08/2015		

Job Role	Balloon Squeezer Machine Operator
Role Description	to carry out the process of detwisting, spreading & squeezing of fabric using a balloon squeezer machine, as specified under job order
NSQF level **Minimum Educational Qualifications** **Maximum Educational Qualifications**	4 10th standard, preferably N/A
Training (Suggested but not mandatory)	Three to six months of training in textile processing.
Minimum Entry Age	18 years
Experience	Preferably 1-2 years
National Occupational Standards (NOS)	**Compulsory:** 1. TSC/ N5501 Taking charge of shift and handing over shift to Balloon Squeezer Machine Operator 2. TSC/N5502 Operating the Balloon Squeezer Machine 3. TSC/N5503 Preparation of finishing chemicals for processing at Baloon Squeezer machine 4. TSC/ N9001 Maintain work area, tools and machines 5. TSC/ N9002 Working in a team 6. TSC/ N9003 Maintain health, safety and security at workplace 7. TSC/ N9004 Comply with industry and organizational requirement **Optional: N/A**
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.

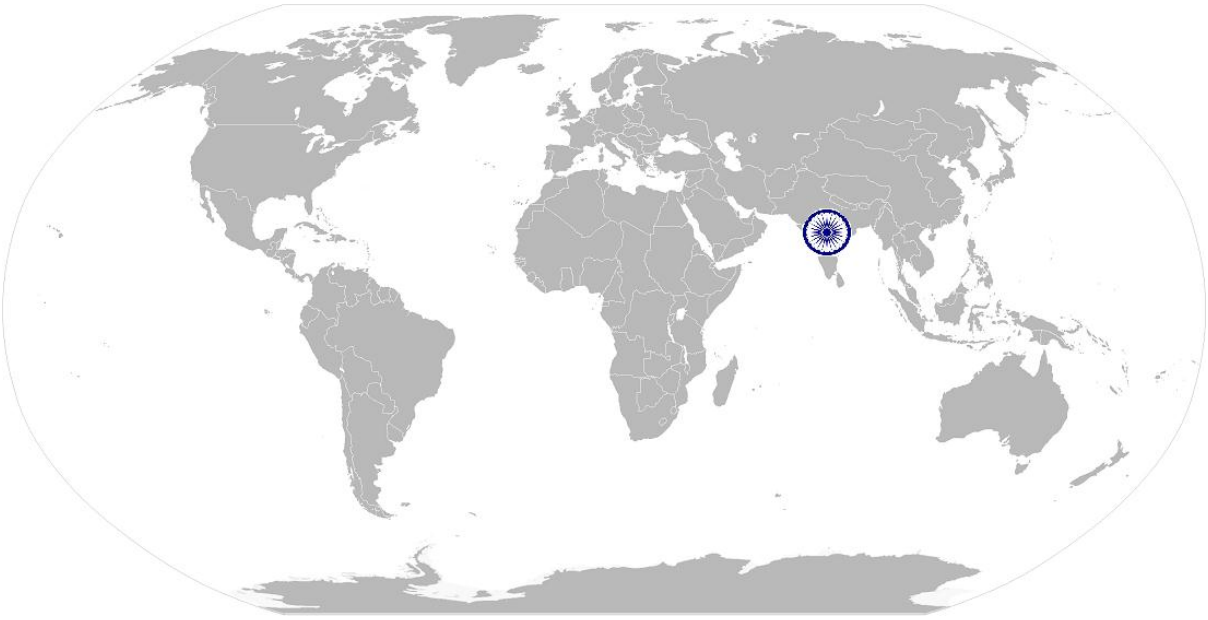
Description	Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for.
Scope	Scope is the set of statements specifying the range of variables that an individual may have to deal with in 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.

Acronyms

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/ N5501 Taking charge of shift and handing over shift to Balloon Squeezer Machine Operator

National Occupational Standard



Overview

This unit is about taking charge of shift from previous shift Balloon squeezer machine operator and relieving the responsibilities to the next shift Balloon squeezer machine operator

TSC/ N5501 Taking charge of shift and handing over shift to Balloon Squeezer Machine Operator

National Occupational Standard

Unit Code	TSC/ N 5501
Unit Title (Task)	**Taking charge of shift and handing over shift to Balloon Squeezer Machine Operator**
Description	This unit is about taking charge of shift from previous shift Balloon squeezer machine operator and relieving the responsibilities to the next shift Balloon squeezer machine operator
Scope	**This unit/task covers the following:** • Taking charge of shift from Balloon squeezer machine operator • Handing over shift to Balloon squeezer machine operator
Elements	**Performance Criteria**
Taking charge of shift from Balloon squeezer machine operator	To be competent, you must be able to: PC1. come at least 10 - 15 minutes earlier to the work place PC2. bring the necessary operational tools to the department 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. PC4. understand the fabric being processed & process running on the machine PC5. ensure the technical details are mentioned on the job card display on the machine PC6. check for the availability of the spare trolley for unloading the fabric PC7. check the next batch to be processed is ready near the machine PC8. ensure the required chemicals are already weighed & prepared PC9. check the cleanliness of the machines & other work areas PC10. question the previous shift operator for any deviation in the above and should bring the same to the knowledge of his/ her shift superior as well as that of the previous shift. PC11. take over the shift from the incoming operator in a proper manner
Handing Over Shift to Balloon squeezer machine operator	PC12. ensure in providing the details regarding fabric quality & the process running on the machine PC13. to provide all relevant information regarding the stoppages or breakdown in the machine, any damage to the fabric or machine. PC14. ensure the empty trolley is near the machine for unloading the fabric PC15. ensure the next lot to be processed is ready near the machine already stitched & arranged properly PC16. ensure the required chemicals for the next lot or next process are weighed & prepared PC17. should get clearance from the incoming counterpart before leaving the work spot PC18. should report to his/ her shift superiors as well as that of the incoming shift operator in case his/ her counterpart doesn't report for the incoming shift PC19. ensure the shift has to be properly handed over to the incoming shift operator PC20. should report to his/ her shift superior about the quality / production / safety issues/ any other issue faced in his/ her shift and should leave the department only after getting concurrence for the same from his/ her superiors

TSC/ N5501 Taking charge of shift and handing over shift to Balloon Squeezer Machine Operator

	PC21. Should collect the wastes from waste collection bags, weigh them and transport to storage area PC22. ensure the machine and its work place is clean
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 processing unit /mill KA2. safe working practices to be adopted in processing unit / mill KA3. quality systems and other processes practiced in the processing unit/ mill KA4. reporting to the supervisor or higher authority in case of emergency KA5. color coding adopted for different products in the processing unit / mill
B. Technical Knowledge	KB1. understanding the importance of quality & productivity KB2. understanding various defects in the fabric due to yarn, weaving or processing KB3. reasons for various defects in the fabric due to processing & their remedy KB4. process flow in a processing unit KB5. material flow in a processing unit KB6. functions of various controls of the machine KB7. importance of material handling and types of material handling equipment being used KB8. importance of cleanliness at workplace KB9. functions and methodology for operating different material handling equipment KB10. understanding the functions of various alarm signals KB11. guidelines for operating the machine KB12. guidelines for taking charge of shift from previous shift Balloon squeezer machine operator KB13. guidelines for handing over the shift to the next shift Balloon squeezer machine operator KB14. safety procedures to be followed while operating 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
	Reading Skills
	You need to know and understand how to: SA2. comprehend written instructions
	Oral Communication (Listening and Speaking skills)
	You need to know and understand how to: SA3. communicate with supervisor appropriately SA4. talk to others to convey information effectively
B. Professional Skills	**Problem Solving**

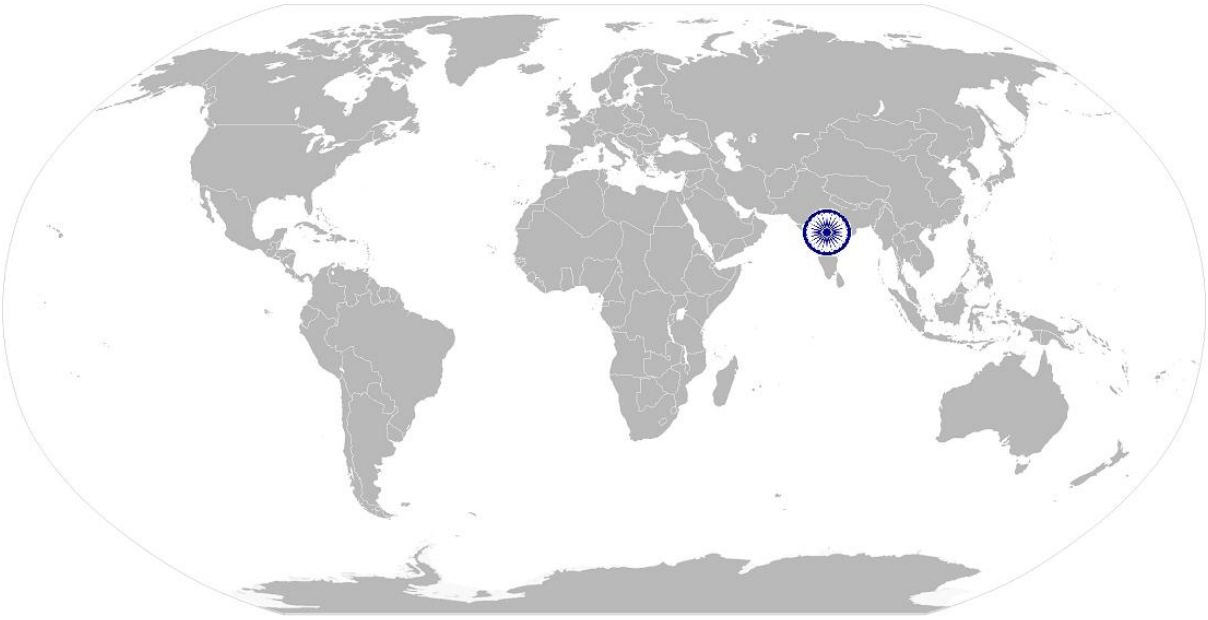
TSC/ N5501 Taking charge of shift and handing over shift to Balloon Squeezer Machine Operator

	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 SB4. apply good attention to detail SB5. check your work is complete and free from errors SB6. Standard operating procedures for operating the machine SB7. Procedures for operating various valves & traps SB8. Procedures for operating different material handling tools and equipment SB9. Procedures to check the quality of processed fabric SB10. maintain cleanliness at work place. SB11. Procedure for segregating the different types of wastes SB12. Procedure for storing reusable wastes and weighing them
	Decision Making
	Not Applicable
	Customer Centricity
	Not Applicable
	Plan & Organize
	Not Applicable
	Analytical Thinking
	Not Applicable
	Critical Thinking
	Not Applicable

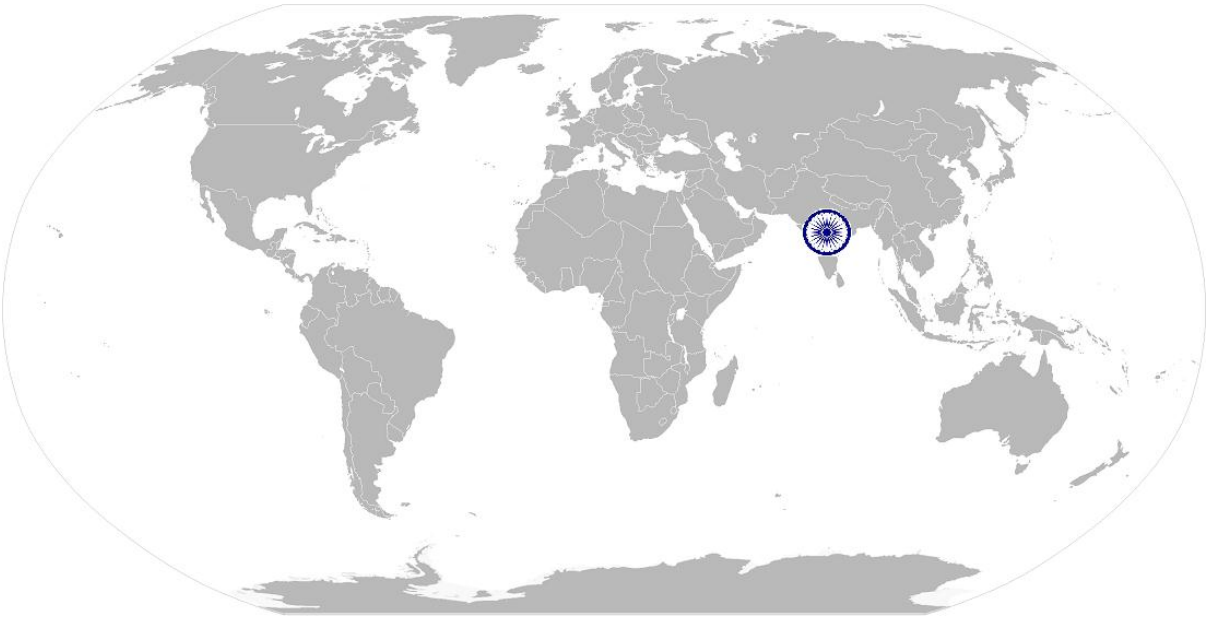
TSC/ N5501 Taking charge of shift and handing over shift to Balloon Squeezer Machine Operator

NOS Version Control

NOS Code	TSC/ N 5501		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Processing	Last reviewed on	25/02/15
Occupation	Knit Processing	Next review date	01/03/16



National Occupational Standard



Overview

This unit is about operating the Balloon Squeezer Machine.

National Occupational Standard

Unit Code	TSC/N 5502
Unit Title	Operating the Balloon Squeezer Machine
Description	This unit is about operating the Balloon Squeezer Machine
Scope	**This unit covers the following:** • carry out preparatory activities for operations of the machine • operate the machine for the specified task as per work order • clean the machine & carryout preventive maintenance activities
Performance Criteria (PC) w.r.t. the Scope	
Element	**Performance Criteria**
Carry out preparatory activities for operations of the machine	To be competent, you must be able to: PC1. understand the task mentioned in the work order PC2. ensure that the machine is clean PC3. place the fabric trolley/ box on the centre of turn table PC4. lock the trolley/ box to avoid falling down while rotating PC5. pass the fabric through squeezer rolls to the compensating basket PC6. adjust roller pressure to suit the fabric construction PC7. thread the fabric through the detwisting unit PC8. remove the twist in the fabric by operating the machine manually PC9. feed the fabric to the expander basket PC10. place the sensor on the cutting line PC11. adjust the cutting knife on the slitting line PC12. expand the magnetic stretcher/ expander basket to fit tightly in the fabric tube PC13. pass the fabric through the trough to the squeezing rolls PC14. pull out the fabric through plaiting device to the empty trolley PC15. Ensure the mangle trough & squeezing rollers are clean & free from any loose thread or lint. PC16. Ensure the fabric trolley / box is clean & free from any type of contaminations PC17. Ensure the safety devices are functioning properly PC18. Ensure to use personal protective equipments such as mask, gloves, ear plugs & gum boots
Operate the machine for specified tasks as per Work Order	PC19. Carry out the operations of the balloon squeezer machine PC20. read & understand the process being followed to do the task PC21. start the machine in manual mode & adjust the expander according to fabric width PC22. set the overfeed in case of tubular fabric as specified in the job order PC23. adjust the squeezer roller pressure to the optimum PC24. adjust the machine speed to the optimum PC25. check if all safety devices are working PC26. change the machine to auto mode PC27. check the width of fabric & adjust the expander accordingly
Clean the machine and carryout preventive	PC28. ensure the machine is kept clean all time, while working or after completion of job PC29. follow the preventive maintenance schedule & make sure the machine is

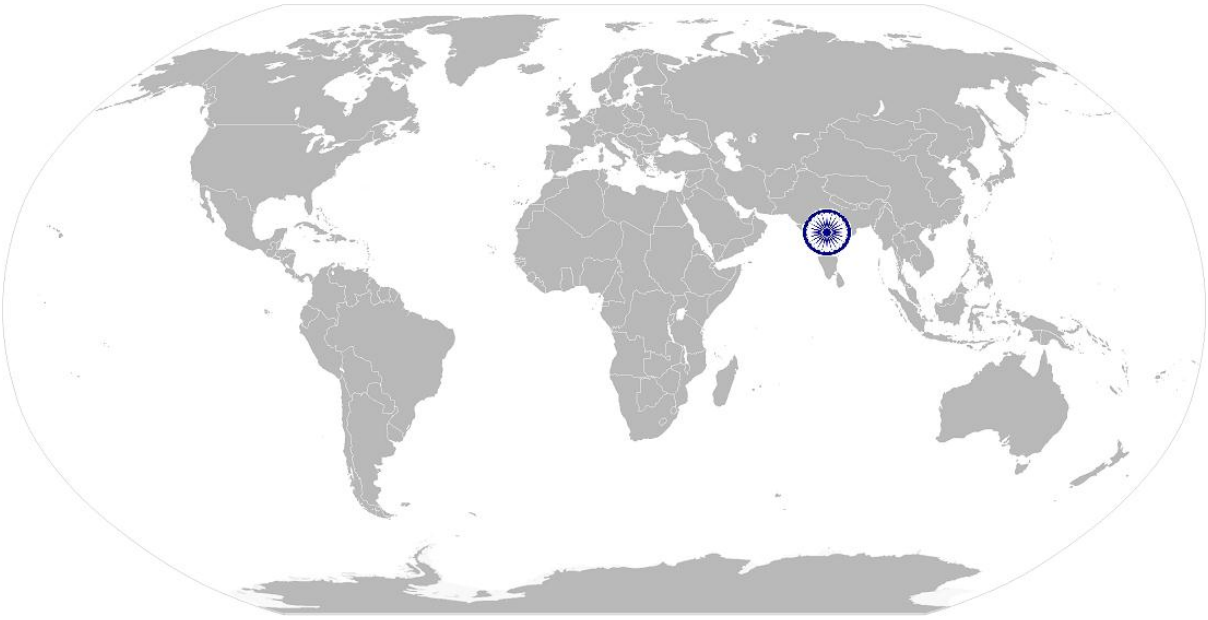
maintenance activities	running smoothly with out any problem PC30. ensure the right quality of water steam & air is available for proper functioning of machine PC31. ensure there is no leakage in the water , steam or air line PC32. greasing & oiling of moving part of machine as specified PC33. stop the machine in case of any abnormal sound and report the matter to concerned person & supervisor PC34. Ensure that all safety devices are working properly
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company/ organization and its processes)	You need to know and understand: KA1. personal hygiene and duty of care KA2. standard operating procedures (SOP) KA3. limits of your own responsibility KA4. ways of resolving problems within the work area KA5. the production process and the specific work activities that relate to the whole process KA6. the importance of effective communication with supervisors KA7. the lines of communication, authority and reporting procedures KA8. the organisation's rules, codes and guidelines (including timekeeping) KA9. the company's quality standards KA10. the importance of complying with written instructions KA11. equipment operating procedures / supervisor's instructions
B. Technical Knowledge	You need to know and understand: KB1. importance of discipline & punctuality KB2. importance of take over & handover in achieving quality & productivity KB3. any abnormal sound/ noise should be reported to the concerned/ supervisor KB4. report to the supervisor if there is any major defect in fabric KB5. Various fabric construction & composition KB6. use of cleaning equipments such as blowers or vacuum cleaner to clean machine parts KB7. operations of slitting device KB8. operations of various control switches of machine KB9. knowledge about various signal lamps & control panel display of machine KB10. knowledge about shrinkage parameters & finished widths of various products KB11. Knowledge of optimum squeezing pressure for efficient squeezing & productivity KB12. guidelines for operating the material handling tools and equipments KB13. importance of cleanliness at work place KB14. procedure to identify the normal defects in fabric and actions needed to correct them KB15. guidelines for carrying out cleaning activities KB16. guidelines for carrying out maintenance activities KB17. functions of safety gadgets used in the machine
Skills (S)	

TSC/ N5502 **Operating the Balloon Squeezer Machine**

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 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. 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 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 SB8. about various functions of balloon squeezer machine SB9. various faults due to yarn, knitting or dyeing in the fabric SB10. Various products &qualities running in the mill SB11. length & weight of the batch SB12. the correct tools for cleaning the machine SB13. operations of turn table SB14. adjustment of pressure of squeezer rollers SB15. operation of detwisting unit SB16. adjustment of expander & stretcher SB17. setting of sensor device SB18. setting of cutting blade SB19. basic operation of balloon squeezer machine SB20. Plc/ control mechanism of the machine SB21. understanding of various operations carried out on balloon squeezer machine SB22. finished width of different products SB23. about shrinkage parameters for various products SB24. Functions of various safety devices
	Decision Making
	Not Applicable
	Decision Making
	Not Applicable
	Customer Centricity
	Not Applicable
	Plan & Organize
	Not Applicable

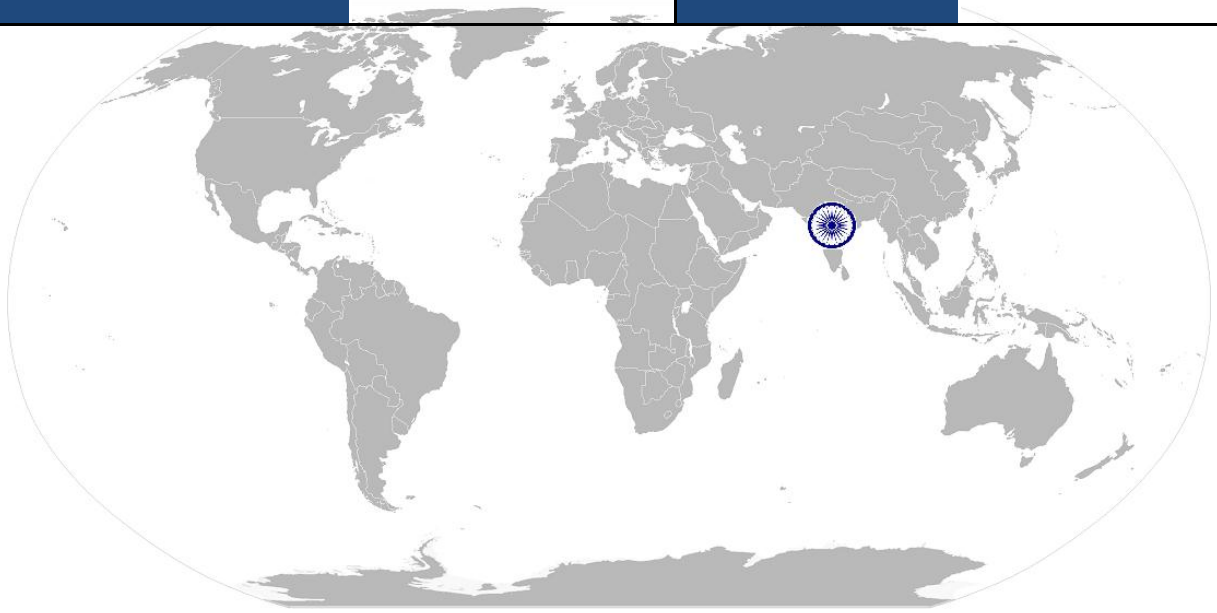
TSC/ N5502 **Operating the Balloon Squeezer Machine**

	Analytical Thinking
	Not Applicable
	Critical Thinking
	Not Applicable

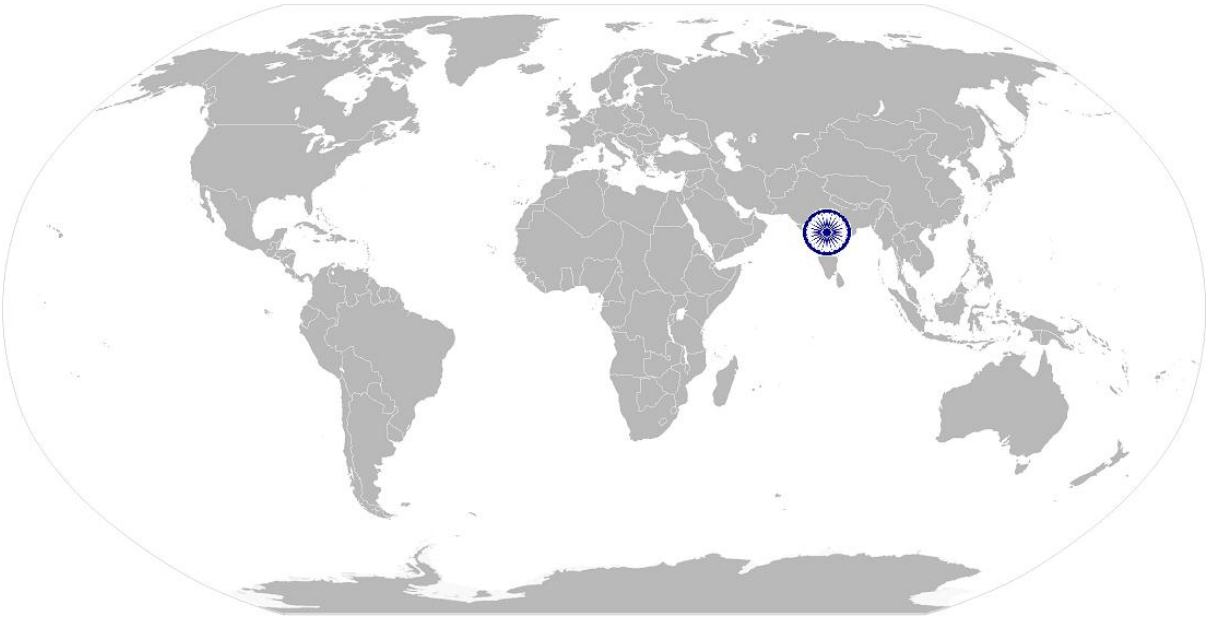


NOS Version Control

NOS Code	TSC/ N 5502		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Processing	Last reviewed on	25/02/15
Occupation	Knit Processing	Next review date	01/03/16



National Occupational Standard



Overview

This unit is about preparation of finishing chemicals

TSC/ N5503 **Preparation of finishing chemicals for processing at Baloon Squeezer machine**

National Occupational Standard

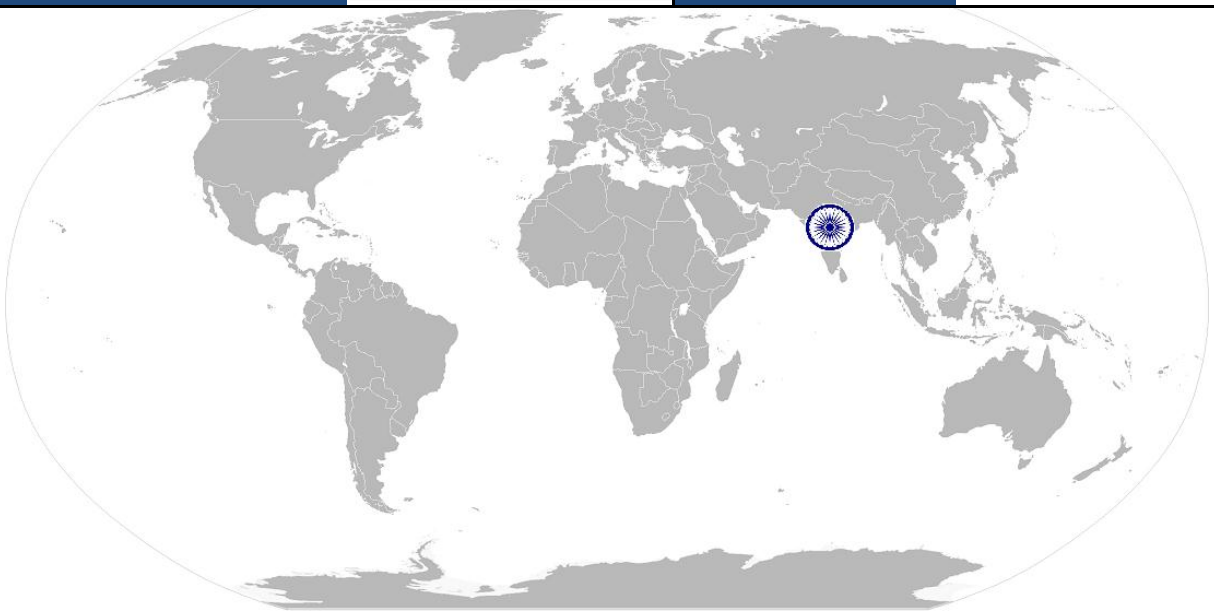
Unit Code	**TSC/N 5503**
Unit Title	**Preparation of finishing chemicals for processing at Baloon Squeezer machine**
Description	This unit is about preparation of finishing chemicals
Scope	**This unit covers the following:** • preparing the finishing chemicals& filling the mangle trough • checking the feel of the finished fabric
Performance Criteria (PC) w.r.t. the Scope	
Element	**Performance Criteria**
Preparing the finishing chemicals& filling the mangle trough **Checking the feel of finished fabric**	To be competent, you must be able to: PC1. dissolve & mix the finishing chemicals as per the recipe PC2. adjust the ph of finishing mixture as required PC3. fill chemicals into mangle trough PC4. adjust mangle pressure to get the right feel of fabric PC5. report to the supervisor in case of any problem in the fabric PC6. Sample cutting & checking the feel of fabric after squeezer
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company/ organization and its processes)	You need to know and understand: KA1. personal hygiene and duty of care KA2. standard operating procedures (SOP) KA3. limits of your own responsibility KA4. ways of resolving problems within the work area KA5. the production process and the specific work activities that relate to the whole process KA6. the importance of effective communication with supervisors KA7. the lines of communication, authority and reporting procedures KA8. the organisation's rules, codes and guidelines (including timekeeping) KA9. the company's quality standards KA10. the importance of complying with written instructions KA11. equipment operating procedures / supervisor's instructions
B. Technical Knowledge	You need to know and understand: KA1. Procedures for use of various mixing tools KA2. Procedures for safe handling of various chemicals KA3. effects of pick up on finished fabric KA4. knowledge of various finishing recipes & their use KA5. effect of process parameter on the finish of fabric KA6. Operations of various control switches of machine KA7. guidelines for operating the material handling tools and equipments KA8. importance of cleanliness at work place KA9. procedure to identify the normal defects in fabric and actions needed to correct them

TSC/ N5503 Preparation of finishing chemicals for processing at Baloon Squeezer machine

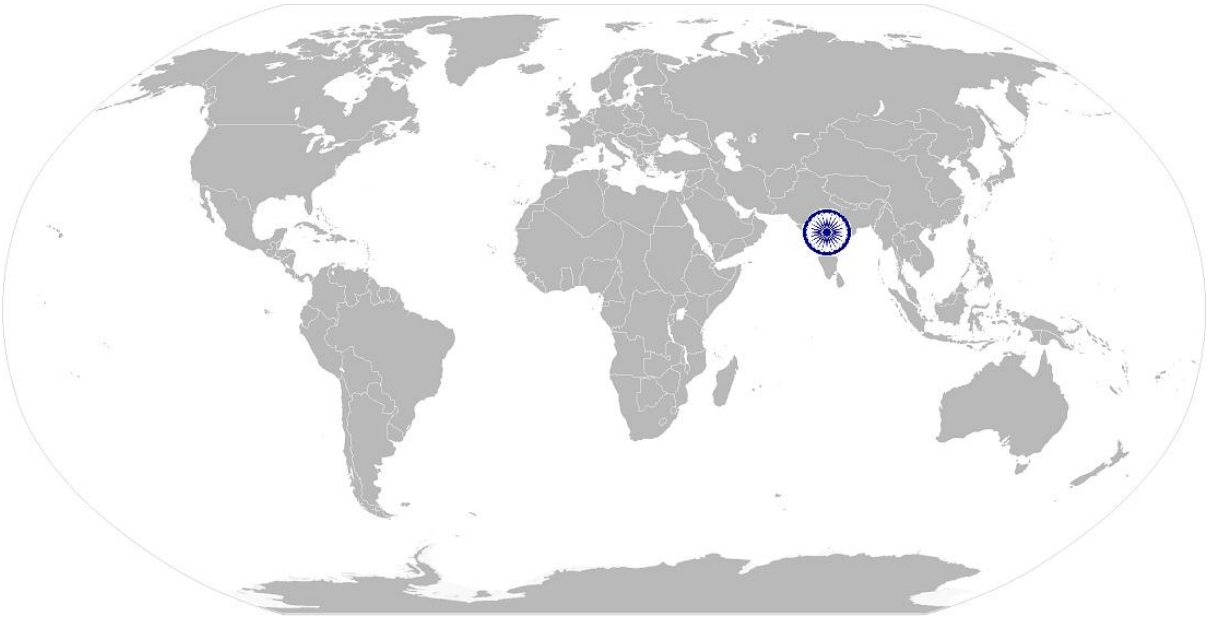
Skills (S)	
A. Core Skills/ Generic Skills	**Reading Skills**
	You need to know and understand how to: SA1. comprehend written instructions SA2. read any application sent by other colleagues
	Oral Communication (Listening and Speaking skills)
	You need to know and understand how to: SA3. communicate 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. 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 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 SB8. knowledge about mixing of various finishing chemicals SB9. knowledge about various finishes SB10. setting process parameters according to required finish SB11. skill to handle various chemicals
	Decision Making
	Not Applicable
	Customer Centricity
	Not Applicable
	Plan & Organize
	Not Applicable
	Analytical Thinking
	Not Applicable
	Critical Thinking
	Not Applicable

NOS Version Control

NOS Code	TSC/ N 5503		
Credits (NSQF)	TBD	Version number	1.0
Industry	Textile	Drafted on	15/12/14
Industry Sub-sector	Processing	Last reviewed on	25/02/15
Occupation	Knit Processing	Next review date	01/03/16



National Occupational Standard



Overview

This unit is about maintain 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 covers the following:** • 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	To be competent, you must be able to: PC1. handle materials, machinery, equipment and tools with care and use them in the correct way PC2. use correct lifting and handling procedures PC3. use materials to minimize waste PC4. maintain a clean and hazard free working area PC5. maintain tools and equipment PC6. carry out running maintenance within agreed schedules PC7. carry out maintenance and/or cleaning within one's responsibility PC8. report unsafe equipment and other dangerous occurrences PC9. ensure that the correct machine guards are in place PC10. work in a comfortable position with the correct posture PC11. use cleaning equipment and methods appropriate for the work to be carried out PC12. dispose of waste safely in the designated location PC13. store cleaning equipment safely after use PC14. carry out cleaning according to schedules and limits of responsibility
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company/ organization and its processes)	You need to know and understand: KB1. personal hygiene and duty of care KB2. standard operating procedures (SOP) KB3. limits of your own responsibility KB4. ways of resolving problems within the work area KB5. the production process and the specific work activities that relate to the whole process KB6. the importance of effective communication with supervisors KB7. the lines of communication, authority and reporting procedures KB8. the organisation's rules, codes and guidelines (including timekeeping) KB9. the company's quality standards KB10. the importance of complying with written instructions KB11. equipment operating procedures / supervisor's instructions
B. Technical Knowledge	You need to know and understand: KA12. work instructions and specifications and interpret them accurately KA13. relation between work role and the overall manufacturing process

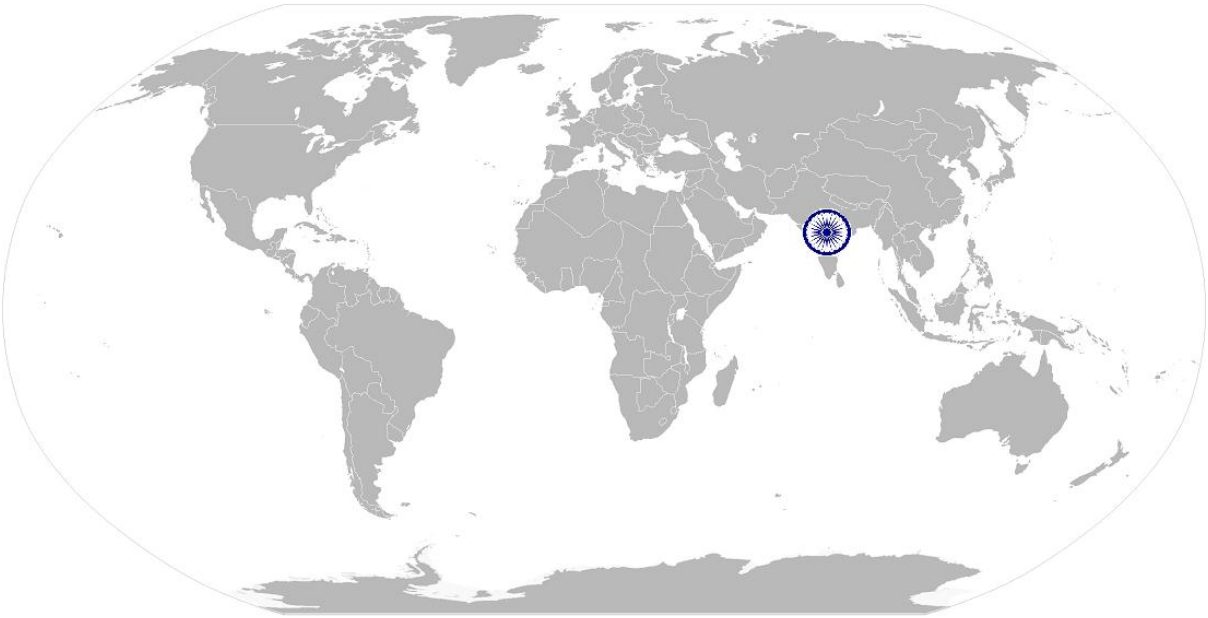
	KA14. hazards likely to be encountered when conducting routine maintenance KA15. the importance of taking action when problems are identified KA16. different ways of minimizing waste KA17. the importance of running maintenance and regular cleaning KA18. effects of contamination on products i.e. machine oil, dirt, foreign materials KA19. common faults with equipment and the method to rectify KA20. maintenance procedures KA21. different types of cleaning equipment and substances and their use KA22. safe working practices for cleaning and the method of carrying them out
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 with supervisor appropriately SA4. talk to others to convey information effectively
B. Professional Skills	**Problem Solving**
	SB1. You need to know and understand how to: SB2. identify the real reason of problem faced SB3. apply problem-solving approaches in different situations SB4. refer anomalies to the supervisor SB5. seek clarification on problems from others SB6. You need to know and understand how to: SB7. apply good attention to detail SB8. check your work is complete and free from errors SB9. make sure every kind of communication is error free SB10. communicate effectively SB11. apply leadership skills wherever required SB12. take initiative at the right place SB13. understand the requirement to be creative
	Decision Making
	Not Applicable
	Customer Centricity
	Not Applicable
	Plan & Organize
	Not Applicable
	Analytical Thinking
	Not Applicable
	Critical Thinking
	Not Applicable

TSC/ N9001 **Maintain work area, tools and machines**

NOS Version Control

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

National Occupational Standard



Overview

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

TSC/ N9002 **Working in a team**

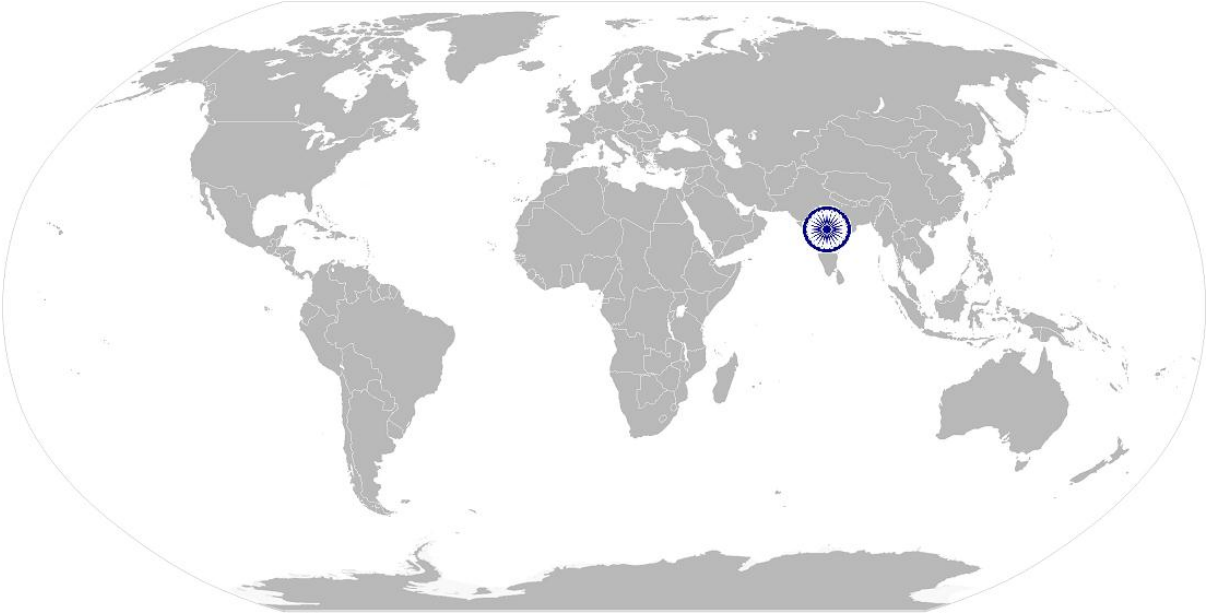
National Occupational Standard

Unit Code	TSC/ N9002
Unit Title (Task)	Working in a team
Description	This unit is about working as a team member in the role of processing unit operator in the textile industry
Scope	**This unit/task covers the following:** • commitment and trust • communication • adaptability • creative freedom
Performance Criteria (PC) w.r.t. the Scope	
Elements	**Performance Criteria**
Commitment and trust	To be competent, you must be able to: PC1. be accountable to the own role in whole process PC2. perform all roles with full responsibility PC3. be effective and efficient at workplace
Communication	PC4. properly communicate about company policies PC5. report all problems faced during the process PC6. talk politely with other team members and colleagues PC7. submit daily report of own performance
Adaptability	PC8. adjust in different work situations PC9. give due importance to others' point of view PC10. avoid conflicting situations PC11. collaborate with colleagues performing the pre-required and post-required duty of processing unit operator
Creative freedom	PC12. develop new ideas for work procedures PC13. improve upon the existing techniques to increase process efficiency
Knowledge and Understanding (K)	
A. Organizational Context	You need to know and understand: KA1. standard operating procedures (SOP) and regulations in a textile mill KA2. procedure followed to get the final output in the textile mill KA3. safe working practices to be adopted in textile mill KA4. reporting to the supervisor or higher authority about any grievances faced
B. Technical Knowledge	KB1. Understanding the importance of the previous and next step of the process KB2. Process flow in a textile mill and the concerned workers KB3. Material flow in a textile mill and the required person KB4. Functions of different parts of machines KB5. Tools and equipments used KB6. Guidelines for operating the machines KB7. Safety procedures to be followed
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
	You need to know and understand how to: SA4. comprehend written instructions SA5. read any application sent by other colleagues
	Oral Communication (Listening and Speaking skills)
	You need to know and understand how to: SA6. communicate with supervisor appropriately SA7. talk to co-workers to convey information effectively
B. Professional Skills	**Problem Solving**
	You need to know and understand how to: SB1. identify the real reason of problem faced SB2. be able to find the most effective solution to the problems faced SB3. apply good attention to detail SB4. ensure every kind of communication is error free SB5. communicate effectively SB6. apply leadership skills wherever required SB7. take initiative at the right place SB8. understand the requirement to be creative
	Decision Making
	Not Applicable
	Customer Centricity
	Not Applicable
	Plan & Organize
	Not Applicable
	Analytical Thinking
	Not Applicable
	Critical Thinking
	Not Applicable

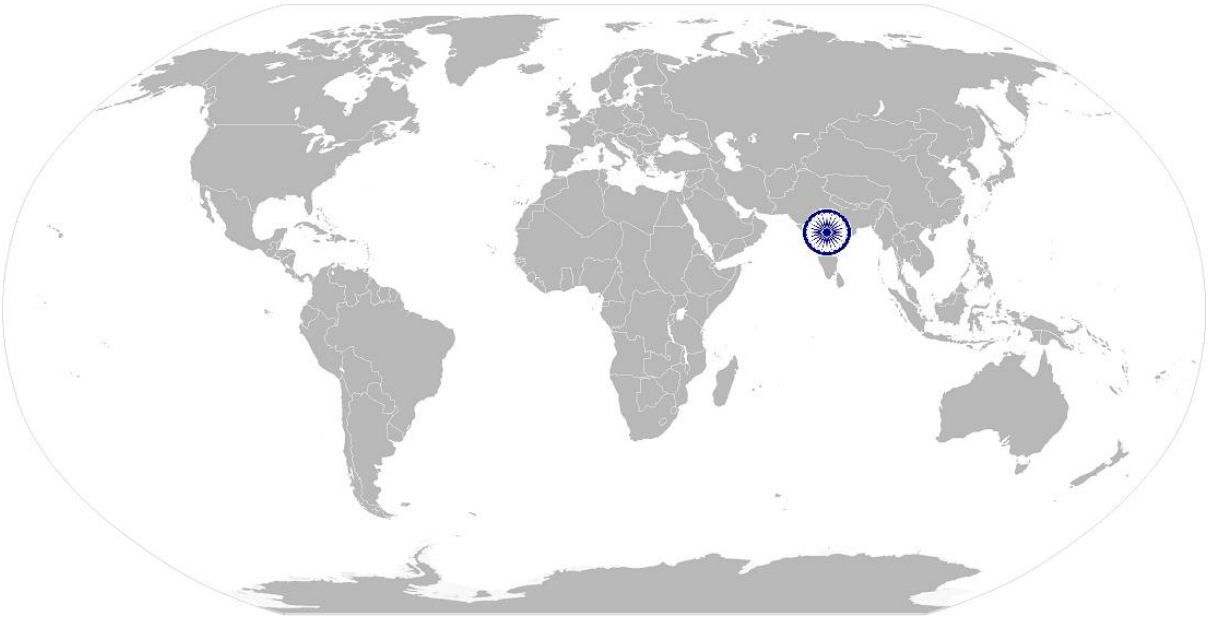
NOS Version Control

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



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

National Occupational Standard



Overview

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

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

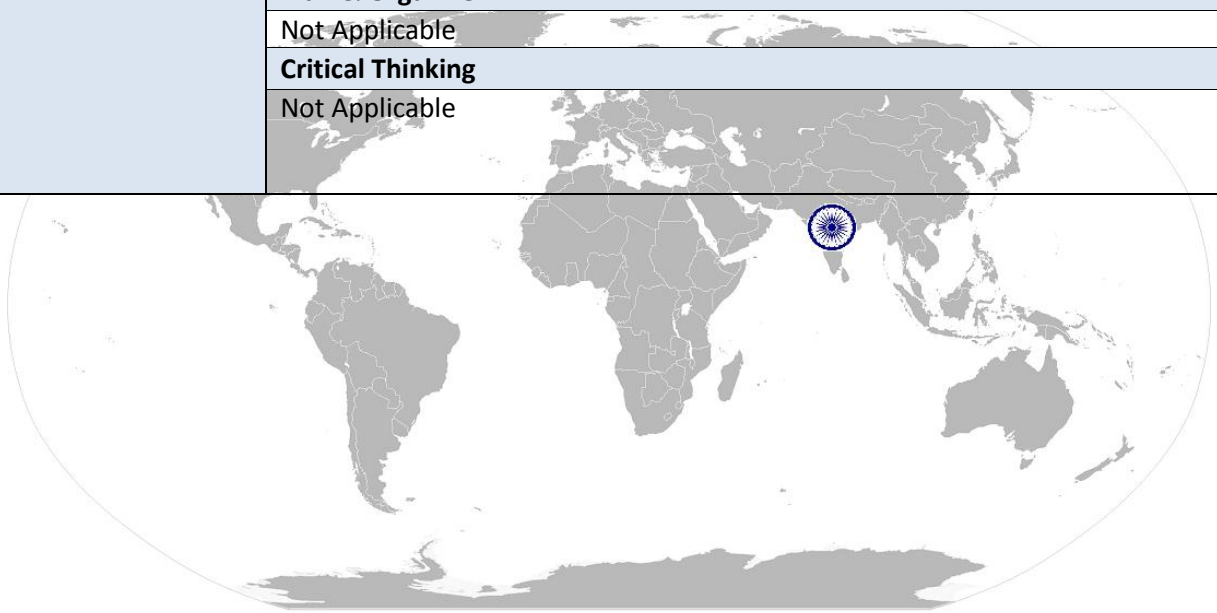
National Occupational Standard

Unit Code	**TSC/ N9003**
Unit Title (Task)	**Maintain health, safety and security at work place**
Description	This unit provides performance criteria, knowledge & understanding and skills & abilities required to comply with health, safety and security requirements at the workplace and covers procedures to prevent, control and minimize risk to self and others.
Scope	**This unit/task covers the following:** • 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	To be competent, operator must be able to: PC1. comply with health and safety related instructions applicable to the workplace PC2. use and maintain personal protective equipment such as " ear plug" " nose mask " " head cap" etc., as per protocol PC3. carry out own activities in line with approved guidelines and procedures PC4. maintain a healthy lifestyle and guard against dependency on intoxicants PC5. follow environment management system related procedures PC6. identify and correct (if possible) malfunctions in machinery and equipment PC7. report any service malfunctions that cannot be rectified PC8. store materials and equipment in line with organisational requirements PC9. safely handle and remove waste PC10. minimize health and safety risks to self and others due to own actions PC11. seek clarifications, from supervisors or other authorized personnel in case of perceived risks PC12. monitor the workplace and work processes for potential risks and threat PC13. carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned PC14. report hazards and potential risks/ threats to supervisors or other authorized personnel PC15. participate in mock drills/ evacuation procedures organized at the workplace PC16. undertake first aid, fire-fighting and emergency response training, if asked to do so PC17. take action based on instructions in the event of fire, emergencies or accidents PC18. follow organisation procedures for shutdown and evacuation when required
Recognizing the hazards	PC19. identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry PC20. recognise other possible security issues existing in the workplace
Planning the safety	PC21. recognise different measures to curb the hazards

techniques	
Implementing the programs	PC22. communicate the safety plan to everyone PC23. attach disciplinary rules with the implementation
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company/ organization and its processes)	You need to know and understand: KA1. standard operating procedures (SOP) and regulations in a processing unit KA2. safe working practices to be adopted in processing unit KA3. quality systems and other processes practiced in the processing unit KA4. health and safety related practices applicable at the workplace KA5. potential hazards, risks and threats based on nature of operations KA6. organizational procedures for safe handling of equipment and machine operations KA7. potential risks due to own actions and methods to minimize these KA8. environmental management system related procedures at the workplace KA9. layout of the plant and details of emergency exits, escape routes, emergency equipment and assembly points KA10. potential accidents and emergencies and response to these scenarios KA11. reporting protocol and documentation required KA12. details of personnel trained in first aid, fire-fighting and emergency response KA13. actions to take in the event of a mock drills/ evacuation procedures or actual accident, emergency or fire
B. Technical Knowledge	You need to know and understand: KB1. occupational health and safety risks and methods KB2. personal protective equipment and method of use KB3. identification, handling and storage of hazardous substances KB4. proper disposal system for waste and by-products KB5. signage related to health and safety and their meaning KB6. importance of sound health, hygiene and good habits KB7. ill-effects of alcohol, tobacco and drugs
Skills (S)	
A. Core Skills/ Generic Skills	**Writing Skills**
	You need to know and understand how to: SA1. write clear and short sentences
	Reading Skills
	You need to know how to: SA2. comprehend written instructions SA3. read and understand the safety guidelines
	Oral Communication (Listening and Speaking skills)
	SA1. listen to others attentively SA2. respond to emergencies, accidents or fire at the workplace SA3. evacuate the premises and help others in need while doing so SA4. the value of physical fitness, personal hygiene and good habits SA5. talk with others politely
B. Professional Skills	**Decision Making**
	SB1. correct safety measure for particular hazard

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

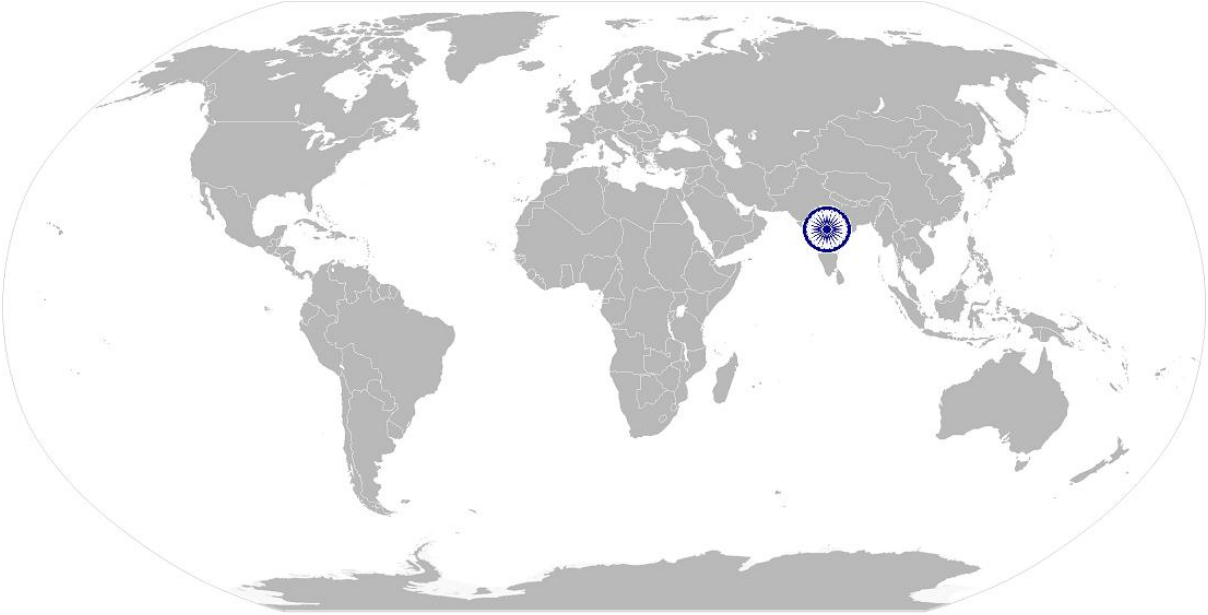
	SB2. required safety plans as and when required SB3. raise alarm in case of emergency
	Analytical Thinking
	SB4. use of correct safety measure whenever required SB5. be attentive to details SB6. be careful to avoid occurrence of hazards SB7. maintain neatness at work SB8. procedure for reporting unwanted behavior
	Problem Solving
	Not Applicable
	Customer Centricity
	Not Applicable
	Plan & Organize
	Not Applicable
	Critical Thinking
	Not Applicable



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

NOS Version Control

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



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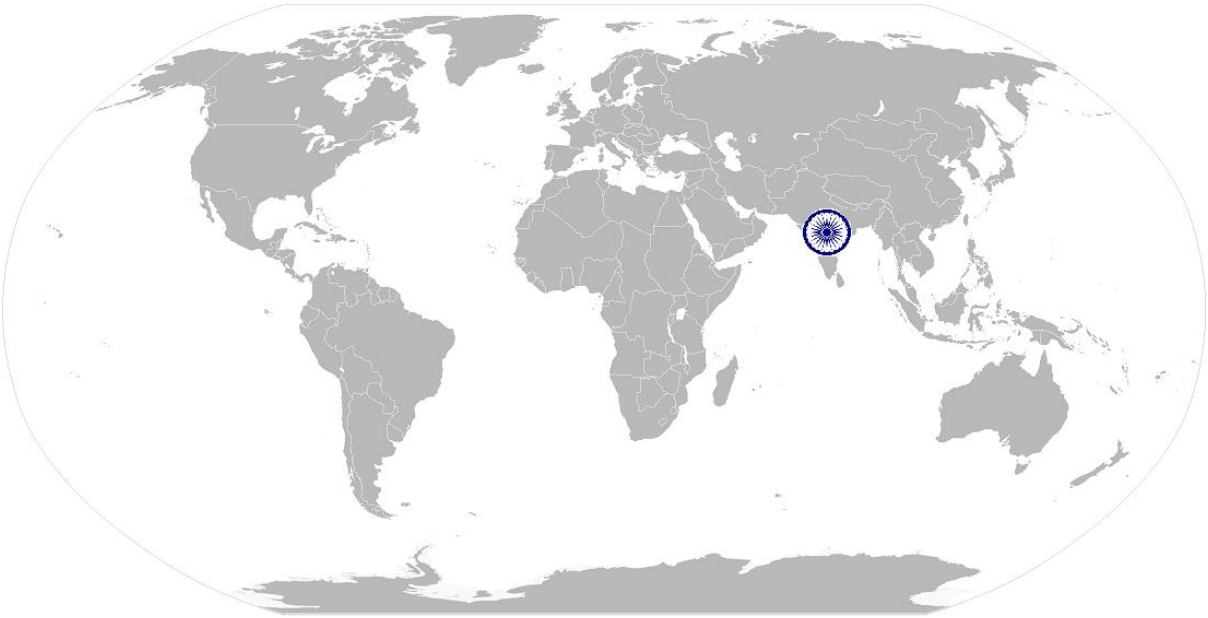
TSC/ N9004 **Comply with industry and organizational requirement**

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 requirement

National Occupational Standard

Unit Code	TSC/ N9004
Unit Title (Task)	Comply with industry and organizational requirement
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:** • 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 processing unit KA2. reporting to the supervisor or higher authority KA3. knowledge of organisational standards KA4. knowledge of industry standards
B. Technical Knowledge	KB1. process and material flow in a processing unit KB2. importance of complying with the standards KB3. guidelines for cleaning the various part of processing unit machine
Skills (S)	
A. Core Skills/ Generic Skills	**Writing Skills**
	You need to know and understand how to: SA1. Write clear and short sentences
	Reading Skills
	You need to know and understand how to:

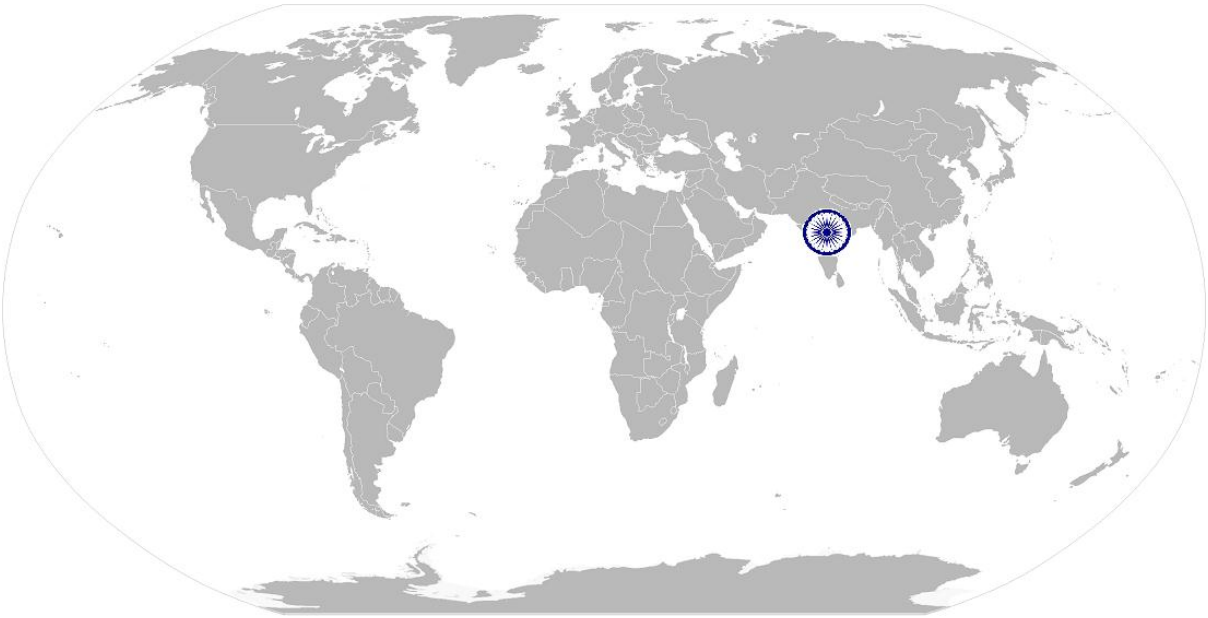
TSC/ N9004 Comply with industry and organizational requirement

	SA2. comprehend written instructions
	Oral Communication (Listening and Speaking skills)
	You need to know and understand how to: SA3. talk effectively with others SA4. put forward your point SA5. listen to others
B. Professional Skills	**Analytical Thinking**
	SB1. Procedure of preparing the industry standards SB2. Procedure to follow the given standards SB3. Procedure to comply with the standards
	Plan &Organize
	Not Applicable
	Decision Making
	Not Applicable
	Customer Centricity
	Not Applicable
	Problem Solving
	Not Applicable
	Critical Thinking
	Not Applicable

TSC/ N9004 Comply with industry and organizational requirement

NOS Version Control

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



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National Skill Development Corporation
Transforming the skill landscape

Assessment Criteria

Job Role: Balloon Squeezer Machine Operator
Qualification Pack: Balloon Squeezer Machine Operator (TSC/Q 5501)
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 question papers for theory part for each candidate at each examination/training centre (as per assessment criteria below)
4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training centre based on these criteria.
5. To pass the qualification pack, every trainee should score a minimum of 80%.
6. In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
1.TSC/ N5501 (Taking charge of shift and handing over shift to Balloon Squeezer Machine Operator)	PC1. come at least 10 - 15 minutes earlier to the work place	**39**	2	0	2	0
	PC2. bring the necessary operational tools to the department		1	0	1	0
	PC3. meet the previous shift operator and discuss with him/ her regarding the issues faced by them with respect to the quality or production or spare or safety or any other specific instruction etc.		3	1	2	0
	PC4. understand the fabric being processed & process running on the machine		2	0	2	0
	PC5. ensure the technical details are mentioned on the job card display on the machine		2	1	0	1
	PC6. check for the availability of the spare trolley for unloading the fabric		1	0	1	0
	PC7. check the next batch to be processed is ready near the machine		1	0	1	0
	PC8. ensure the required dyes & chemicals are already weighed & prepared		1	0	1	0

	PC9. check the cleanliness of the machines & other work areas		2	0	2	0
	PC10. question the previous shift operator for any deviation in the above and should bring the same to the knowledge of his/ her shift superior as well that of the previous shift as well.		2	0	2	0
	PC11. hand over the shift to the incoming operator in a proper manner		2	0	2	0
	PC12. ensure in providing the details regarding fabric quality & the process running on the machine		3	1	0	2
	PC13. to provide all relevant information regarding the stoppages or breakdown in the machine, any damage to the fabric or machine.		3	0	3	0
	PC14. ensure the empty trolley is near the machine for unloading the fabric		1	0	1	0
	PC15. ensure the next lot to be processed is ready near the machine already stitched & arranged properly		1	0	1	0
	PC16. ensure the required dyes & chemicals for the next lot or next process are weighed & prepared		1	0	1	0
	PC17. should get clearance from the incoming counterpart before leaving the work spot		2	0	2	0
	PC18. report to his/ her shift superiors as well as that of the incoming shift operator in case his/ her counterpart doesn't report for the incoming shift		2	0	2	0
	PC19. ensure the shift has to be properly handed over to the incoming shift operator		1	0	1	0
	PC20. should report to his/ her shift superior about the quality / production / safety issues/ any other issue faced in his/ her shift and should leave the department only after getting concurrence for the same from his/ her superiors		3	1	1	1
	PC21. collect the wastes from waste collection bags, weigh them and transport to storage area		1	0	1	0
	PC22. ensure the machine and its work place is clean		2	0	2	0

	Total		**39**	**4**	**31**	**4**
	Weightage %			**10%**	**80%**	**10%**
2. TSC/ N5502 (Operating the Balloon Squeezer Machine)	PC1. understand the task mentioned in the work order	**61**	3	0	2	1
	PC2. ensure that the machine is clean		3	0	3	0
	PC3. place the fabric trolley/ box on the centre of turn table		3	0	3	0
	PC4. lock the trolley/ box to avoid falling down while rotating		2	0	2	0
	PC5. pass the fabric through squeezer rolls to the compensating basket		2	0	2	0
	PC6. adjust roller pressure to suit the fabric construction		2	0	2	0
	PC7. thread the fabric through the detwisting unit		2	0	2	0
	PC8. remove the twist in the fabric by operating the machine manually		2	0	2	0
	PC9. feed the fabric to the expander basket		2	0	2	0
	PC10. place the sensor on the cutting line		2	0	2	0
	PC11. adjust the cutting knife on the slitting line		2	0	2	0
	PC12. expand the magnetic stretcher/ expander basket to fit tightly in the fabric tube		3	0	3	0
	PC13. pass the fabric through the trough to the squeezing rolls		2	0	2	0
	PC14. pull out the fabric through plaiting device to the empty trolley		2	0	2	0
	PC15. the operations of the balloon squeezer machine		3	0	3	0
	PC16. read & understand the process being followed to do the task		2	2	0	0
	PC17. start the machine in manual mode & adjust the expander according to fabric width		2	0	2	0
	PC18. set the overfeed in case of tubular fabric as specified in the job order		2	0	1	1
	PC19. adjust the squeezer roller pressure to the optimum		2	0	1	1
	PC20. adjust the machine speed to the optimum		2	0	1	1
	PC21. check if all safety devices are		2	0	2	

	working					
	PC22. change the machine to auto mode		1	0	1	0
	PC23. check the width of fabric & adjust the expander accordingly		2	0	2	0
	PC24. ensure the machine is kept clean all time, while working or after completion of job		2	0	2	0
	PC25. follow the preventive maintenance schedule & make sure the machine is running smoothly with out any problem		2	0	2	0
	PC26. ensure the right quality of water steam & air is available for proper functioning of machine		2	0	2	0
	PC27. ensure there is no leakage in the water , steam or air line		2	0	2	0
	PC28. greasing & oiling of moving part of machine as specified		1	0	1	0
	PC29. stop the machine in case of any abnormal sound and report the matter to concerned person & supervisor		1	0	1	0
	PC30. cool down the machine after completion of job		1	0	1	0
	Total		**61**	**2**	**55**	**4**
	Weightage %			**3%**	**90%**	**7%**
3. TSC/ N5503 (Preparation of finishing chemicals for processing at baloon squeezer machine)	PC1. dissolve & mix the finishing chemicals as per the recipe	**10**	3	0	2	1
	PC2. adjust the ph of finishing mixture as required		2	0	1	1
	PC3. fill chemicals into mangle trough		2	1	1	0
	PC4. adjust mangle pressure to get the right feel of fabric		2	1	1	0
	PC5. report to the supervisor in case of any problem in the fabric		1	0	1	0
	Total		**10**	**2**	**6**	**2**
	Weightage %			**20%**	**60%**	**20%**
4.TSC/ N9001 (Maintain work area, tools and	PC1. handle materials, machinery, equipment and tools with care and use them in the correct way	**29**	3	1	2	0
	PC2. use correct lifting and handling procedures		1	0	1	0

machines)	PC3. use materials to minimize waste		2	1	1	0
	PC4. maintain a clean and hazard free working area		3	1	1	1
	PC5. maintain tools and equipment		3	1	2	0
	PC6. carry out running maintenance within agreed schedules		2	1	1	0
	PC7. carry out maintenance and/or cleaning within one's responsibility		1	0	1	0
	PC8. report unsafe equipment and other dangerous occurrences		1	1	0	0
	PC9. ensure that the correct machine guards are in place		2	1	1	0
	PC10. work in a comfortable position with the correct posture		3	1	2	0
	PC11. use cleaning equipment and methods appropriate for the work to be carried out		2	1	1	0
	PC12. dispose of waste safely in the designated location		2	0	2	0
	PC13. store cleaning equipment safely after use		2	0	2	0
	PC14. carry out cleaning according to schedules and limits of responsibility		2	1	1	0
	Total		**29**	**10**	**18**	**1**
	Weightage %			**35%**	**62%**	**3%**
5.TSC/ N9002 (Working in a team)	PC1. be accountable to the own role in whole process	**26**	2	1	1	0
	PC2. perform all roles with full responsibility		3	1	2	0
	PC3. be effective and efficient at workplace		4	1	2	1
	PC4. properly communicate about company policies		2	1	0	1
	PC5. report all problems faced during the process		1	1	0	0
	PC6. talk politely with other team members and colleagues		2	1	1	0
	PC7. submit daily report of own performance		1	0	1	0
	PC8. adjust in different work situations		2	0	2	0
	PC9. give due importance to others' point of view		2	1	0	1
	PC10. avoid conflicting situations		3	1	1	1

	PC11. develop new ideas for work procedures		2	1	1	0
	PC12. improve upon the existing techniques to increase process efficiency		2	1	1	0
	Total		**26**	**10**	**12**	**4**
	Weightage %			**39%**	**46%**	**15%**
6. TSC/ N9003 (Maintain health, safety and security at work place)	PC1. comply with health and safety related instructions applicable to the workplace	**71**	5	1	3	1
	PC2. use and maintain personal protective equipment such as “ear plug”, “ nose mask “, “ head cap” etc., as per protocol		5	1	3	1
	PC3. carry out own activities in line with approved guidelines and procedures		3	1	2	0
	PC4. maintain a healthy lifestyle and guard against dependency on intoxicants		2	1	0	1
	PC5. follow environment management system related procedures		3	1	2	0
	PC6. identify and correct (if possible) malfunctions in machinery and equipment		3	1	1	1
	PC7. report any service malfunctions that cannot be rectified		2	1	0	1
	PC8. store materials and equipment in line with organisational requirements		2	0	1	1
	PC9. safely handle and remove waste		2	0	2	0
	PC10. minimize health and safety risks to self and others due to own actions		3	1	1	1
	PC11. seek clarifications, from supervisors or other authorized personnel in case of perceived risks		3	1	1	1
	PC12. monitor the workplace and work processes for potential risks and threat		2	0	2	0
	PC13. carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned		3	2	0	1
	PC14. report hazards and potential risks/ threats to supervisors or other authorized personnel		3	2	0	1
	PC15. participate in mock drills/ evacuation procedures organized at the workplace		3	1	2	0
	PC16. undertake first aid, fire-fighting and emergency response training, if asked to do so		5	2	2	1

	PC17. take action based on instructions in the event of fire, emergencies or accidents		4	1	2	1
	PC18. follow organisation procedures for shutdown and evacuation when required		2	0	2	0
	PC19. identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry		5	1	3	1
	PC20. recognise other possible security issues existing in the workplace		3	1	1	1
	PC21. recognise different measures to curb the hazards		3	1	2	0
	PC22. communicate the safety plan to everyone		3	2	0	1
	PC23. Attach disciplinary rules with the implementation		2	1	1	0
	Total		**71**	**23**	**33**	**15**
	Weightage %			**32%**	**47%**	**21%**
7. TSC/ N9004 (Comply with industry and organizational requirement)	PC1. perform own duties effectively	**39**	4	1	2	1
	PC2. take responsibility for own actions		4	1	2	1
	PC3. be accountable towards the job role and assigned duties		3	1	1	1
	PC4. take initiative and innovate the existing methods		4	1	2	1
	PC5. focus on self-learning and improvement		3	1	1	1
	PC6. co-ordinate with all the team members and colleagues		3	1	2	0
	PC7. communicate politely		3	1	2	0
	PC8. avoid conflicts and miscommunication		3	1	2	0
	PC9. know the organisational standards		2	1	1	0
	PC10. implement them in your performance		3	1	2	0
	PC11. motivate others to follow them		3	1	2	0
	PC12. know the industry standards		2	1	0	1
	PC13. align them with organisation standards		2	0	2	0
	Total		**39**	**12**	**21**	**6**
	Weightage %			**31%**	**54%**	**15%**
	Grand Total		**275**	**63**	**176**	**36**