



# Automatic Shuttle Loom Operator

QP Code: TSC/Q2201

Version: 1.0

NSQF Level: 4

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## Qualification Pack

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### TSC/Q2201: Automatic Shuttle Loom Operator

#### Brief Job Description

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

#### Personal Attributes

An Automatic Shuttle Loom operator should have good eyesight, eye-hand coordination, motor skills and vision (including near vision, distance vision, colour vision, peripheral vision, depth perception and ability to change focus).

#### Applicable National Occupational Standards (NOS)

##### Compulsory NOS:

1. [TSC/N2201: Taking charge of shift and handing over shift to Automatic Shuttle Loom Operator](#)
2. [TSC/N2202: Running automatic shuttle loom](#)
3. [TSC/N9001: Maintain work area, tools and machines](#)
4. [TSC/N9002: Working in a team](#)
5. [TSC/N9003: Maintain health, safety and security at workplace](#)
6. [TSC/N9004: Comply with industry and organizational requirement](#)

#### Qualification Pack (QP) Parameters

<b>Sector</b>	Textile
<b>Sub-Sector</b>	Weaving
<b>Occupation</b>	Weaving
<b>Country</b>	India
<b>NSQF Level</b>	4
<b>Aligned to NCO/ISCO/ISIC Code</b>	NCO-2015/8152.99
<b>Minimum Educational Qualification &amp; Experience</b>	10th Class (Preferably)

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<b>Minimum Level of Education for Training in School</b>	
<b>Pre-Requisite License or Training</b>	Training in weaving department (Suggested but not mandatory)
<b>Minimum Job Entry Age</b>	18 Years
<b>Last Reviewed On</b>	21/01/2015
<b>Next Review Date</b>	31/03/2021
<b>Deactivation Date</b>	31/03/2021
<b>NSQC Approval Date</b>	20/07/2015
<b>Version</b>	1.0

## Qualification Pack

# TSC/N2201: Taking charge of shift and handing over shift to Automatic Shuttle Loom Operator

## Description

This unit is about taking charge of shift from previous shift Automatic Shuttle Loom Operator and relieving the responsibilities to the next shift Automatic Shuttle Loom Operator

## Scope

This unit/task covers the following:

- Taking charge of the shift from Automatic Shuttle Loom Operator
- Handing over the shift to Automatic Shuttle Loom Operator

## Elements and Performance Criteria

### *Take charge of the shift from Automatic Shuttle Loom Operator*

To be competent, the user/individual on the job must be able to:

1. come at least 10 - 15 minutes earlier to the work spot
2. bring the necessary operational tools like weavers hook knife etc.
3. meet the previous shift weaver & discuss with him/ her regarding the issues faced by them with respect to the quality, production, spare, safety or any other specific instruction etc.
4. check for the availability of the weft & the condition of the same
5. check the condition of the running beams for cross ends, ends pulling out particularly at the selvage
6. check the availability of the thrums their quality & condition of the same
7. check the cloth for the running damages like end out, wrong drawing, wrong denting, double end, reed mark, temple cut/ temple mark, let- off mark, take up fault, oil stain, hole, cloth torn, weft catching, weft lashing in etc.
8. check for the size of the cloth rolls & to see whether any indication is there in the cloth rolls
9. check the cleanliness of the machines & other work areas
10. check whether any spare/raw material/ tool / fabric/ any other material are thrown under the machines or in the other work areas.
11. question the previous shift weaver for any deviation in the above and should bring the same to the knowledge of his/ her shift superior as well that of the previous shift

### *Handing over the Shift to Automatic Shuttle Loom Operator*

To be competent, the user/individual on the job must be able to:

12. hand over the shift to the incoming weaver in a proper manner & get clearance from him before leaving the work spot
13. report to his/ her shift superiors as well as that of the incoming shift, in case his/ her counterpart doesn't report for duty, in that case, the shift has to be properly handed over to the incoming shift superior & get clearance from him/ her before leaving the work spot

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14. 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
15. ensure the work place is neat & tidy

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** the organization's policies & standard operating procedures (SOP) and its process
- KU2.** should have an awareness & knowledge of customers
- KU3.** potential hazards associated with the machines and the safety precautions that must be taken
- KU4.** protocol to obtain more information on work related tasks
- KU5.** contact person in case of queries on procedure or products and for resolving issues related to defective machines, tools, materials & equipment etc.
- KU6.** details of the various job roles & responsibilities
- KU7.** documentation and reporting formats
- KU8.** work targets & reviews with superiors
- KU9.** protocol and format for reporting work related risks/ problems
- KU10.** method of obtaining /giving feedback with respect to performance
- KU11.** importance of team work harmonious working relationships
- KU12.** process for offering /obtaining work related assistance
- KU13.** responsibilities under health, safety and environmental legislation
- KU14.** guidelines for storage & disposal of waste materials
- KU15.** the minimum quality requirements of the product with respect to permissible/non-permissible defects
- KU16.** fabric quality particulars such as ends & picks per inch, width, products weave etc.
- KU17.** yarns from natural fibers - cotton, silk, wool
- KU18.** yarns from manmade fibers - polyester, nylon, viscose
- KU19.** blended yarns - polyester cotton, polyester viscose
- KU20.** Process flow and material flow in a weaving mill
- KU21.** Standard procedure to operate automatic shuttle loom
- KU22.** Functions & operation of various controls of automatic loom
- KU23.** Knowledge of waste collection systems & their use. Safety procedures to be followed at work place
- KU24.** tappet loom/ cam loom/ crank loom, dobby loom, jacquard loom
- KU25.** plain weave, twill, drill, plain satin, stripe satin, dobby designs, jacquard designs
- KU26.** wrong drawing, wrong denting, end out, double end, broken pick, double pick, missing pick, hand stain, hole, wrong weft, bad selvedge

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- KU27.** end out, let-off, take- up problem, temple mark, temple cut, emery hole/ emery cut/ emery mark, broken pick, missing pick, double pick, short pick, snarls, impression mark, oil stain, lashing in, weft catching, selvedge cut, loops, weft stitches, warp stitches, bumping mark, weft crack, cloth torn, bad shedding, warp floats, weft floats, reed mark, bad selvedge, starting mark, thin & thick place, hair line crack,
- KU28.** weaving faults - thin place, thick place, neps, kitties, contamination, color flies, yarn variation, shade variation
- KU29.** sizing faults - shade variation, size patches, sizing oil, bead formation,
- KU30.** weaving faults - wrong weft, wrong pattern, less width, low epi, low ppi, wrong warp,
- KU31.** four point American system
- KU32.** British System of grading Cuttable Faults, Warp Way Continuous Faults, Specification Deviations
- KU33.** American System
- KU34.** should know about the functions of stop motions & ensure that the same are in order
- KU35.** should know about the functions of stop motions & ensure that the same are in order
- KU36.** should know about the functions of various indication lamps & ensure that the same are in order
- KU37.** should know about the functional operations of the machines, where he/she is working

## Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** write clear and short sentences
- GS2.** comprehend written instructions
- GS3.** read, write and communicate orally in local language
- GS4.** plan and manage work routine based on instructions from supervisor
- GS5.** should willingly participate in the various programs/ meetings that are conducted by the superiors & put forth the suggestions in the interest of the company
- GS6.** participate in the quality circles formed by the superiors
- GS7.** should extend voluntary support and adapt to the various procedures and
- GS8.** compliances for the different certifications like ISO 9001, ISO 14001, SA 8001, GOTS certification fair trade etc.
- GS9.** one should put a minimum of 15 knots/ minute
- GS10.** should be able to fill around 24 pirns in a battery in a maximum period of 2 minutes
- GS11.** one should attend battery filling with proper pick finding in 30 seconds
- GS12.** one should attend a single warp end through dropper, heald & reed dent in 45 to 60 seconds depending on the automation of the machines/ type of weave etc.
- GS13.** should be able to weave fabric free from weaver oriented damages such as wrong drawing, wrong denting, end out, double end etc.

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### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Take charge of the shift from Automatic Shuttle Loom Operator</i>	<b>31</b>	<b>78</b>	-	<b>15</b>
1. come at least 10 - 15 minutes earlier to the work spot	-	12	-	-
2. bring the necessary operational tools like weavers hook knife etc.	6	6	-	-
3. meet the previous shift weaver & discuss with him/ her regarding the issues faced by them with respect to the quality, production, spare, safety or any other specific instruction etc.	3	6	-	3
4. check for the availability of the weft & the condition of the same	3	6	-	3
5. check the condition of the running beams for cross ends, ends pulling out particularly at the selvage	4	8	-	-
6. check the availability of the thrums their quality & condition of the same	2	8	-	-
7. check the cloth for the running damages like end out, wrong drawing, wrong denting, double end, reed mark, temple cut/ temple mark, let-off mark, take up fault, oil stain, hole, cloth torn, weft catching, weft lashing in etc.	4	6	-	-
8. check for the size of the cloth rolls & to see whether any indication is there in the cloth rolls	2	8	-	2
9. check the cleanliness of the machines & other work areas	3	4	-	3
10. check whether any spare/raw material/ tool / fabric/ any other material are thrown under the machines or in the other work areas.	2	6	-	2
11. question the previous shift weaver for any deviation in the above and should bring the same to the knowledge of his/ her shift superior as well that of the previous shift	2	8	-	2

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Handing over the Shift to Automatic Shuttle Loom Operator</i>	<b>9</b>	<b>22</b>	-	<b>5</b>
<b>12.</b> hand over the shift to the incoming weaver in a proper manner & get clearance from him before leaving the work spot	3	8	-	1
<b>13.</b> report to his/ her shift superiors as well as that of the incoming shift, in case his/ her counterpart doesn't report for duty, in that case, the shift has to be properly handed over to the incoming shift superior & get clearance from him/ her before leaving the work spot	3	8	-	1
<b>14.</b> report to his/ her shift superior about the quality / production / safety issues/any other issue faced in his/ her shift and should leave the department only after getting concurrence for the same from his/ her superiors	2	3	-	2
<b>15.</b> ensure the work place is neat & tidy	1	3	-	1
<b>NOS Total</b>	<b>40</b>	<b>100</b>	-	<b>20</b>

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### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TSC/N2201
<b>NOS Name</b>	Taking charge of shift and handing over shift to Automatic Shuttle Loom Operator
<b>Sector</b>	Textile
<b>Sub-Sector</b>	Weaving
<b>Occupation</b>	Weaving
<b>NSQF Level</b>	4
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	21/01/2015
<b>Next Review Date</b>	01/03/2016
<b>NSQC Clearance Date</b>	20/07/2015

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### TSC/N2202: Running automatic shuttle loom

#### Description

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

#### Scope

This unit/task covers the following:

- Weaver's knot
- Attending to Warp Breaks
- Attending to Weft Break
- Battery Filling
- Other Work Practices

#### Elements and Performance Criteria

##### *Attending to Warp Breaks*

To be competent, the user/individual on the job must be able to:

1. make tiny & firm weaver's knots & take minimum time to knot
2. find out broken warp ends
3. find out the location of the broken end by bringing the hands under the dropper bars in case of machines with mechanical droppers.
4. detect the location using the indication lamp & by bringing the hands over the droppers in case of machines with electrical warp stop motion
5. mend the broken warp end in the sized beams with the thrums of the same count of the sized beams
6. draw the mended warp yarn through the healds properly as per the drawing order prescribed
7. draw the mended warp yarn through the reed dent properly
8. ensure that the sley has been brought to the back centre
9. ensure that the shuttle is inserted fully in the shuttle box
10. run the loom by pulling the starting handle with full torque
11. ensure that the sley has to be brought the back centre
12. take out shuttle from shuttle box
13. do the pick finding
14. find out the last pick inserted in the produced cloth
15. tie sley to the back centre after the pick finding
16. insert shuttle into the correct box as per the pick finding done
17. ensure that the shuttle is inserted fully in the shuttle box
18. bring the loom to the front centre to see that there is no gap between the reed & the fell of the cloth & adjust the take up accordingly

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19. bring back sley to centre
20. Ensure that the shuttle is inserted fully in the shuttle box
21. run the loom by pulling the starting handle with full torque

### Battery Filling

To be competent, the user/individual on the job must be able to:

22. pull about 2 metres of weft from the pirns in the right hand & hold around 4- 5 pirns at a time in the left hand
23. press the pirn head in space in the battery disc one by one and press the tips of the pirns in the aligned path of the pirn holders. wind the pirn threads in the battery umbrella anti clock wise.

### Other Work Practices

To be competent, the user/individual on the job must be able to:

24. correct the fabric defects like wrong drawing, wrong denting, end out, double end etc. immediately and also ensure that the other fabric defects too are corrected at the earliest
25. clean the machines & other work area so as to ensure good working atmosphere without damaging the fabrics in the looms where the cleaning work is carried out as well as in the adjacent & opposite looms.
26. Do not misuse compressed air use air for cleaning only in the areas where it is recommended
27. unweave the fabric in case of any floats
28. run the machine without starting mark or crack
29. ensure that the loose threads are hanged in higher length (not more than 4 mm) and trimmed after attending to the warp breaks.
30. patrol the machines and attend to the breaks to minimise the stoppages
31. tie the waist bag & all the waste generated by the weavers are collected in the said waist bag, which can be ultimately disposed in the places/ bins provided
32. ensure that the correct weft yarn is used
33. ensure that the weft yarn is completely used, without any wastage of raw materials. for any quality issue or defective cones etc., the same has to be brought to the notice of the superiors.
34. Avoid pulling out warp ends unnecessarily. if end is getting cut often in the selvedge, the same has to be brought to the notice of the mechanics/fitters/ superiors & get it corrected
35. ensure that all the stop motions, preventive mechanisms etc. are functioning properly
36. ensure correct quality of thrums are there & see that the same are properly tied
37. check the knotted loom for knotting quality etc. double ends have to be removed. report to superiors for any deviation in the same & for any other quality issue
38. ensure that the looms are stopped for a minimum possible time due to whatever reason to achieve maximum outputs
39. check the fabrics for the defects at least twice in a shift and sign on the cloth every time
40. ensure that cloth rolls are doffed whenever/ wherever necessary
41. give preference to safety. should not enter the area, where he/she are not allowed. should not do a job in which training has not being given
42. ensure that no raw material/ cloth/ spare/ tool / any other material is thrown under/ near the machines or in the other work areas.
43. check for the reasons for frequent warp/ weft breaks & take corrective action. In case of any problem report to the mechanics/ fitters/ superiors

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### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** the organization's policies & standard operating procedures (SOP) and its process
- KU2.** should have an awareness & knowledge of customers
- KU3.** potential hazards associated with the machines and the safety precautions must be taken
- KU4.** protocol to obtain more information on work related tasks
- KU5.** contact person in case of queries on procedure or products and for revolving issues related to defective machines, tools, materials & equipments
- KU6.** details of the various job roles & responsibilities
- KU7.** documentation and reporting formats
- KU8.** work targets & reviews with superiors
- KU9.** protocol and format for reporting work related risks/ problems
- KU10.** method of obtaining /giving feedback with respect to performance
- KU11.** importance of team work harmonious working relationships
- KU12.** process for offering /obtaining work related assistance
- KU13.** responsibilities under health, safety and environmental legislation
- KU14.** guidelines for storage & disposal of waste materials
- KU15.** the minimum quality requirements of the product with respect to permissible/non-permissible defects
- KU16.** fabric quality particulars such as ends & picks per inch, width, products weave etc.
- KU17.** yarns from natural fibers - cotton, silk, wool
- KU18.** yarns from manmade fibers - polyester, nylon, viscose
- KU19.** blended yarns - polyester cotton, polyester viscose
- KU20.** Process flow and material flow in a weaving mill
- KU21.** Standard procedure to operate automatic shuttle loom
- KU22.** Functions of various controls of automatic shuttle loom
- KU23.** shuttle less looms - rapier, projectile, air jet, water jet
- KU24.** tappet loom/ cam loom/ crank loom, dobby loom, jacquard loom
- KU25.** plain weave, twill, drill, plain satin, stripe satin, dobby designs, jacquard designs
- KU26.** wrong drawing, wrong denting, end out, double end, broken pick, double pick, missing pick, hand stain, hole, wrong weft, bad selvedge
- KU27.** end out, let-off, take- up problem, temple mark, temple cut, emery hole/emery cut/ emery mark, broken pick, missing pick, double pick, short pick, snarls, impression mark, oil stain, lashing in, weft catching, selvedge cut, loops, weft stitches, warp stitches, bumping mark, weft crack, cloth torn, bad shedding, warp floats, Weft Floats, Reed Mark, Bad Selvedge, Starting Mark, Thin & Thick Place, Hair line crack Mark, Thin & Thick Place, Hair line crack
- KU28.** weaving faults - thin place, thick place, neps, kitties, contamination, color flies, yarn variation, shade variation
- KU29.** sizing faults - shade variation, size patches, sizing oil, bead formation,
- KU30.** weaving faults - wrong weft, wrong pattern, less width, low epi, low ppi, wrong warp,

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- KU31.** four point American system: below 3 - 1 point, between 3 to 6 - 2 points, between 6 to 9 - 3 points, above 9 - 4 points
- KU32.** British System of grading Cuttable Faults, Warp Way Continuous Faults, Specification Deviations A grade - no cuttable faults, no warp way continuous faults, no 3 major faults, 15 minor points B grade - rejection. deviation from a grade cuttable faults ; hole, let - off, take - up, selvedge cut, weft crack, cloth torn, wrong pattern, bad shedding, size patches, sizing oil, bead formation, wrong weft, major faults : wrong drawing, wrong denting, end out, double end, temple mark, temple cut, emery hole, emery cut, emery mark, impression mark, guide tooth mark, under tuck in, tails, warp stitches, warp floats, reed mark, bad selvedge, yarn variation, shade variation cloth width - no minus is accepted & no excess above 0.5 is accepted ends per inch - plus or minus 2 is accepted picks per inch - plus or minus 1
- KU33.** American System A Grade - No Cuttable Faults, No Warp Way Continuous Faults, No of grading Export Specification Deviation. Maximum 15 points for 100 Square meter Standard Piece B Grade - Rejection. Deviation from A Grade Lengths between 40 meters to 79.75 meters - 20% to variation from buyer to buyer) above 80 meters - 80%
- KU34.** should know the safety mechanisms of the machines & ensure that the same are in order
- KU35.** should know the functions of stop motions & ensure that the same are in order
- KU36.** should know the functions of various indication lamps & ensure that the same are in order
- KU37.** should know about the functional operations of the machines, where he/she is working

## Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** write clear and short sentences
- GS2.** comprehend written instructions
- GS3.** read, write and communicate orally in local language
- GS4.** plan and manage work routine based on instructions from supervisor
- GS5.** should willingly participate in the various programs/ meetings that will be conducted by the superiors & put forth the suggestions in the interest of the company
- GS6.** participate in the quality circles formed by the superiors
- GS7.** should extend voluntary supports and adapt to the various procedures that are adopted by the company with respect to compliances for the different certifications like ISO 9001, ISO 14001, SA 8001, GOTS certification fair trade etc.
- GS8.** one should put a minimum of 15 knots/ minute
- GS9.** should be able to fill around 24 pirns in a battery in a maximum period of 2 minutes
- GS10.** one should attend battery filling with proper pick finding in 30 seconds
- GS11.** one should attend a single warp end through dropper, heald & reed dent in 45 to 60 seconds depending on the automation of the machines/ type of weave etc.
- GS12.** should be able to weave fabric free from Weaver oriented damages such as Wrong Drawing, Wrong Denting, End Out, Double End etc.

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### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Attending to Warp Breaks</i>	<b>41</b>	<b>112</b>	-	<b>19</b>
1. make tiny & firm weaver's knots & take minimum time to knot	2	6	-	-
2. find out broken warp ends	-	8	-	-
3. find out the location of the broken end by bringing the hands under the dropper bars in case of machines with mechanical droppers.	-	8	-	-
4. detect the location using the indication lamp & by bringing the hands over the droppers in case of machines with electrical warp stop motion	3	5	-	-
5. mend the broken warp end in the sized beams with the thrums of the same count of the sized beams	3	5	-	-
6. draw the mended warp yarn through the healds properly as per the drawing order prescribed	2	4	-	2
7. draw the mended warp yarn through the reed dent properly	5	5	-	-
8. ensure that the sley has been brought to the back centre	3	3	-	2
9. ensure that the shuttle is inserted fully in the shuttle box	3	4	-	3
10. run the loom by pulling the starting handle with full torque	2	4	-	2
11. ensure that the sley has to be brought the back centre	-	6	-	2
12. take out shuttle from shuttle box	2	4	-	2
13. do the pick finding	-	6	-	2
14. find out the last pick inserted in the produced cloth	2	6	-	-
15. tie sley to the back centre after the pick finding	2	6	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
16. insert shuttle into the correct box as per the pick finding done	-	8	-	-
17. ensure that the shuttle is inserted fully in the shuttle box	-	8	-	-
18. bring the loom to the front centre to see that there is no gap between the reed & the fell of the cloth & adjust the take up accordingly	4	4	-	-
19. bring back sley to centre	4	4	-	-
20. Ensure that the shuttle is inserted fully in the shuttle box	2	4	-	2
21. run the loom by pulling the starting handle with full torque	2	4	-	2
<i>Battery Filling</i>	<b>4</b>	<b>8</b>	-	<b>4</b>
22. pull about 2 metres of weft from the pirns in the right hand & hold around 4- 5 pirns at a time in the left hand	2	4	-	2
23. press the pirn head in space in the battery disc one by one and press the tips of the pirns in the aligned path of the pirn holders. wind the pirn threads in the battery umbrella anti clock wise.	2	4	-	2
<i>Other Work Practices</i>	<b>72</b>	<b>62</b>	-	<b>18</b>
24. correct the fabric defects like wrong drawing, wrong denting, end out, double end etc. immediately and also ensure that the other fabric defects too are corrected at the earliest	2	4	-	2
25. clean the machines & other work area so as to ensure good working atmosphere without damaging the fabrics in the looms where the cleaning work is carried out as well as in the adjacent & opposite looms.	2	4	-	2
26. Do not misuse compressed air use air for cleaning only in the areas where it is recommended	2	4	-	2
27. unweave the fabric in case of any floats	2	4	-	2

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
28. run the machine without starting mark or crack	2	4	-	2
29. ensure that the loose threads are hanged in higher length (not more than 4 mm) and trimmed after attending to the warp breaks.	4	4	-	-
30. patrol the machines and attend to the breaks to minimise the stoppages	5	3	-	-
31. tie the waist bag & all the waste generated by the weavers are collected in the said waist bag, which can be ultimately disposed in the places/ bins provided	5	3	-	-
32. ensure that the correct weft yarn is used	6	2	-	-
33. ensure that the weft yarn is completely used, without any wastage of raw materials. for any quality issue or defective cones etc., the same has to be brought to the notice of the superiors.	4	4	-	-
34. Avoid pulling out warp ends unnecessarily. if end is getting cut often in the selvedge, the same has to be brought to the notice of the mechanics/fitters/ superiors & get it corrected	5	3	-	-
35. ensure that all the stop motions, preventive mechanisms etc. are functioning properly	5	3	-	-
36. ensure correct quality of thrums are there & see that the same are properly tied	6	1	-	1
37. check the knotted loom for knotting quality etc. double ends have to be removed. report to superiors for any deviation in the same & for any other quality issue	6	1	-	1
38. ensure that the looms are stopped for a minimum possible time due to whatever reason to achieve maximum outputs	4	4	-	-
39. check the fabrics for the defects at least twice in a shift and sign on the cloth every time	4	4	-	-
40. ensure that cloth rolls are doffed whenever/ wherever necessary	2	4	-	2

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
41. give preference to safety. should not enter the area, where he/she are not allowed. should not do a job in which training has not being given	3	3	-	2
42. ensure that no raw material/ cloth/ spare/ tool / any other material is thrown under/ near the machines or in the other work areas.	2	2	-	1
43. check for the reasons for frequent warp/ weft breaks & take corrective action. In case of any problem report to the mechanics/ fitters/ superiors	1	1	-	1
<b>NOS Total</b>	<b>117</b>	<b>182</b>	<b>-</b>	<b>41</b>

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### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TSC/N2202
<b>NOS Name</b>	Running automatic shuttle loom
<b>Sector</b>	Textile
<b>Sub-Sector</b>	Weaving
<b>Occupation</b>	Weaving
<b>NSQF Level</b>	4
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	21/01/2015
<b>Next Review Date</b>	01/03/2016
<b>NSQC Clearance Date</b>	20/07/2015

## Qualification Pack

### TSC/N9001: Maintain work area, tools and machines

#### Description

This unit provides performance criteria, knowledge & understanding and skills & abilities required to organise/ maintain work areas and activities to ensure tools and machines are maintained as per norms

#### Scope

This unit/task covers the following:

- Maintaining the work area, tools and machines

#### Elements and Performance Criteria

##### *Maintaining the work area, tools and machines*

To be competent, the user/individual on the job must be able to:

1. handle materials, machinery, equipment and tools with care and use them in the correct way
2. use correct lifting and handling procedures
3. use materials to minimize waste
4. maintain a clean and hazard free working area
5. maintain tools and equipment
6. carry out running maintenance within agreed schedules
7. carry out maintenance and/or cleaning within ones responsibility
8. report unsafe equipment and other dangerous occurrences
9. ensure that the correct machine guards are in place
10. work in a comfortable position with the correct posture
11. use cleaning equipment and methods appropriate for the work to be carried out
12. dispose of waste safely in the designated location
13. store cleaning equipment safely after use
14. carry out cleaning according to schedules and limits of responsibility

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** personal hygiene and duty of care
- KU2.** safe working practices and organisational standard operating procedures
- KU3.** limits of your own responsibility
- KU4.** ways of resolving problems within the work area
- KU5.** the production process and the specific work activities that relate to the whole process
- KU6.** the importance of effective communication with supervisors
- KU7.** the lines of communication, authority and reporting procedures

## Qualification Pack

- KU8.** the organisation's rules, codes and guidelines (including timekeeping)
- KU9.** the company's quality standards
- KU10.** the importance of complying with written instructions
- KU11.** equipment operating procedures / supervisor's instructions
- KU12.** work instructions and specifications and interpret them accurately
- KU13.** relation between work role and the overall manufacturing process
- KU14.** hazards likely to be encountered when conducting routine maintenance
- KU15.** the importance of taking action when problems are identified
- KU16.** different ways of minimising waste
- KU17.** the importance of running maintenance and regular cleaning
- KU18.** effects of contamination on products i.e. machine oil, dirt, foreign materials
- KU19.** common faults with equipment and the method to rectify
- KU20.** maintenance procedures
- KU21.** different types of cleaning equipment and substances and their use
- KU22.** safe working practices for cleaning and the method of carrying them out

## Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** comprehend written instructions
- GS2.** read any application sent by other colleagues
- GS3.** Communicate effectively in local language
- GS4.** communicate with supervisor appropriately
- GS5.** talk to others to convey information effectively
- GS6.** identify the real reason of problem faced
- GS7.** apply problem-solving approaches in different situations
- GS8.** refer anomalies to the supervisor
- GS9.** seek clarification on problems from others
- GS10.** apply good attention to detail
- GS11.** check your work is complete and free from errors
- GS12.** make sure every kind of communication is error free
- GS13.** communicate effectively
- GS14.** apply leadership skills wherever required
- GS15.** take initiative at the right place
- GS16.** understand the requirement to be creative

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Maintaining the work area, tools and machines</i>	<b>17</b>	<b>20</b>	-	<b>13</b>
1. handle materials, machinery, equipment and tools with care and use them in the correct way	2	2	-	1
2. use correct lifting and handling procedures	1	2	-	1
3. use materials to minimize waste	2	1	-	1
4. maintain a clean and hazard free working area	1	1	-	1
5. maintain tools and equipment	2	1	-	1
6. carry out running maintenance within agreed schedules	1	2	-	1
7. carry out maintenance and/or cleaning within ones responsibility	1	2	-	1
8. report unsafe equipment and other dangerous occurrences	1	2	-	-
9. ensure that the correct machine guards are in place	1	1	-	1
10. work in a comfortable position with the correct posture	1	1	-	1
11. use cleaning equipment and methods appropriate for the work to be carried out	1	1	-	1
12. dispose of waste safely in the designated location	1	2	-	1
13. store cleaning equipment safely after use	1	1	-	1
14. carry out cleaning according to schedules and limits of responsibility	1	1	-	1
<b>NOS Total</b>	<b>17</b>	<b>20</b>	-	<b>13</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TSC/N9001
<b>NOS Name</b>	Maintain work area, tools and machines
<b>Sector</b>	Textile
<b>Sub-Sector</b>	Spinning, Weaving, Processing, Knitting
<b>Occupation</b>	Textile Mill sector - Cotton
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	25/02/2015
<b>Next Review Date</b>	01/03/2016
<b>NSQF Clearance Date</b>	05/08/2015

## Qualification Pack

### TSC/N9002: Working in a team

#### Description

This unit is about working as a team member in the textile industry

#### Scope

This unit/task covers the following:

- commitment and trust
- communication
- adaptability
- creative freedom

#### Elements and Performance Criteria

##### *Commitment and trust*

To be competent, the user/individual on the job must be able to:

1. be accountable to the own role in whole process
2. perform all roles with full responsibility
3. be effective and efficient at workplace

##### *Communication*

To be competent, the user/individual on the job must be able to:

4. properly communicate about company policies
5. report all problems faced during the process
6. talk politely with other team members and colleagues
7. submit daily report of own performance

##### *Adaptability*

To be competent, the user/individual on the job must be able to:

8. adjust in different work situations
9. give due importance to other's point of view
10. avoid conflicting situations

##### *Creative freedom*

To be competent, the user/individual on the job must be able to:

11. develop new ideas for work procedures
12. improve upon the existing techniques to increase process efficiency

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** standard operating procedures (SOP) and regulations in a textile mill  
**KU2.** procedure followed to get the final output in the mill

## Qualification Pack

- KU3.** safe working practices to be adopted in textile mill
- KU4.** reporting to the supervisor or higher authority about any grievances faced
- KU5.** the importance of the previous and next step of the process
- KU6.** process flow in a textile mill and the concerned workers
- KU7.** material flow in a textile mill and the required person
- KU8.** functions of different parts of the machine
- KU9.** tools and equipments used
- KU10.** guidelines for operating the machine
- KU11.** safety procedures to be followed in the machine

## Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** write clear and short sentences
- GS2.** write daily work report
- GS3.** write grievance complaint application
- GS4.** comprehend written instructions
- GS5.** read any application sent by other colleagues
- GS6.** communicate with supervisor appropriately
- GS7.** talk to co-workers to convey information effectively
- GS8.** identify the real reason of problem faced
- GS9.** be able to find the most effective solution to the problems faced
- GS10.** apply good attention to detail
- GS11.** ensure every kind of communication is error free
- GS12.** communicate effectively
- GS13.** apply leadership skills wherever required
- GS14.** take initiative at the right place
- GS15.** understand the requirement to be creative

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Commitment and trust</i>	<b>5</b>	<b>4</b>	-	<b>2</b>
1. be accountable to the own role in whole process	2	1	-	1
2. perform all roles with full responsibility	2	1	-	1
3. be effective and efficient at workplace	1	2	-	-
<i>Communication</i>	<b>6</b>	<b>7</b>	-	<b>4</b>
4. properly communicate about company policies	1	2	-	1
5. report all problems faced during the process	1	2	-	1
6. talk politely with other team members and colleagues	2	1	-	1
7. submit daily report of own performance	2	2	-	1
<i>Adaptability</i>	<b>5</b>	<b>4</b>	-	<b>3</b>
8. adjust in different work situations	1	1	-	1
9. give due importance to other's point of view	2	1	-	1
10. avoid conflicting situations	2	2	-	1
<i>Creative freedom</i>	<b>3</b>	<b>5</b>	-	<b>2</b>
11. develop new ideas for work procedures	1	3	-	1
12. improve upon the existing techniques to increase process efficiency	2	2	-	1
<b>NOS Total</b>	<b>19</b>	<b>20</b>	-	<b>11</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TSC/N9002
<b>NOS Name</b>	Working in a team
<b>Sector</b>	Textile
<b>Sub-Sector</b>	Spinning, Weaving, Processing, Knitting
<b>Occupation</b>	Textile Mill sector - Cotton
<b>NSQF Level</b>	4
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	25/02/2015
<b>Next Review Date</b>	01/03/2016
<b>NSQC Clearance Date</b>	05/08/2015

## Qualification Pack

### TSC/N9003: Maintain health, safety and security at workplace

#### 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

#### Elements and Performance Criteria

##### *Comply with health, Safety and security requirements at work*

To be competent, the user/individual on the job must be able to:

1. comply with health and safety related instructions applicable to the workplace
2. use and maintain personal protective equipment such as ear plug, nose mask, head cap etc., as per protocol
3. carry out own activities in line with approved guidelines and procedures
4. maintain a healthy lifestyle and guard against dependency on intoxicants
5. follow environment management system related procedures
6. identify and correct (if possible) malfunctions in machinery and equipment
7. report any service malfunctions that cannot be rectified
8. store materials and equipment in line with organisational requirements
9. safely handle and remove waste
10. minimize health and safety risks to self and others due to own actions
11. seek clarifications, from supervisors or other authorized personnel in case of perceived risks
12. monitor the workplace and work processes for potential risks and threat
13. carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned
14. report hazards and potential risks/ threats to supervisors or other authorized personnel
15. participate in mock drills/ evacuation procedures organized at the workplace
16. undertake first aid, fire-fighting and emergency response training, if asked to do so
17. take action based on instructions in the event of fire, emergencies or accidents
18. follow organisation procedures for shutdown and evacuation when required

##### *Recognizing the hazards*

To be competent, the user/individual on the job must be able to:

## Qualification Pack

19. identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry
20. recognise other possible security issues existing in the workplace

### *Planning the safety techniques Implementing the programs*

To be competent, the user/individual on the job must be able to:

21. recognise different measures to curb the hazards
22. communicate the safety plan to everyone
23. attach disciplinary rules with the implementation

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** standard operating procedures (SOP) and regulations in a textile mill
- KU2.** safe working practices to be adopted in textile mill
- KU3.** quality systems and other processes practiced in the textile mill
- KU4.** health and safety related practices applicable at the workplace
- KU5.** potential hazards, risks and threats based on nature of operations
- KU6.** organizational procedures for safe handling of equipment and machine operations
- KU7.** potential risks due to own actions and methods to minimize these
- KU8.** environmental management system related procedures at the workplace
- KU9.** layout of the plant and details of emergency exits, escape routes, emergency equipment and assembly points
- KU10.** potential accidents and emergencies and response to these scenarios
- KU11.** reporting protocol and documentation required
- KU12.** details of personnel trained in first aid, fire-fighting and emergency response
- KU13.** actions to take in the event of a mock drills/ evacuation procedures or actual accident, emergency or fire
- KU14.** occupational health and safety risks and methods
- KU15.** personal protective equipment and method of use
- KU16.** identification, handling and storage of hazardous substances
- KU17.** proper disposal system for waste and by-products
- KU18.** signage related to health and safety and their meaning
- KU19.** importance of sound health, hygiene and good habits
- KU20.** ill-effects of alcohol, tobacco and drugs

## Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** write clear and short sentences
- GS2.** read and understand the company instructions

## Qualification Pack

- GS3.** read and understand work instructions
- GS4.** read and understand the safety guidelines
- GS5.** listen to others attentively
- GS6.** respond to emergencies, accidents or fire at the workplace
- GS7.** evacuate the premises and help others in need while doing so
- GS8.** the value of physical fitness, personal hygiene and good habits
- GS9.** talk with others politely
- GS10.** identify correct safety measure for particular hazard
- GS11.** make required safety plans as and when required
- GS12.** raise alarm in case of emergency
- GS13.** know the use of correct safety measure whenever required
- GS14.** be attentive to details
- GS15.** be careful to avoid occurrence of hazards
- GS16.** maintenance of neatness at work
- GS17.** procedure for reporting unwanted behavior

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Comply with health, Safety and security requirements at work</i>	<b>27</b>	<b>35</b>	-	<b>23</b>
1. comply with health and safety related instructions applicable to the workplace	2	2	-	2
2. use and maintain personal protective equipment such as ear plug, nose mask , head cap etc., as per protocol	2	2	-	2
3. carry out own activities in line with approved guidelines and procedures	2	2	-	2
4. maintain a healthy lifestyle and guard against dependency on intoxicants	2	2	-	2
5. follow environment management system related procedures	2	2	-	2
6. identify and correct (if possible) malfunctions in machinery and equipment	2	2	-	1
7. report any service malfunctions that cannot be rectified	2	2	-	1
8. store materials and equipment in line with organisational requirements	2	2	-	1
9. safely handle and remove waste	2	2	-	1
10. minimize health and safety risks to self and others due to own actions	1	2	-	1
11. seek clarifications, from supervisors or other authorized personnel in case of perceived risks	1	2	-	2
12. monitor the workplace and work processes for potential risks and threat	1	2	-	1
13. carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned	1	2	-	1
14. report hazards and potential risks/ threats to supervisors or other authorized personnel	1	2	-	1

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
15. participate in mock drills/ evacuation procedures organized at the workplace	1	2	-	-
16. undertake first aid, fire-fighting and emergency response training, if asked to do so	1	2	-	1
17. take action based on instructions in the event of fire, emergencies or accidents	1	2	-	1
18. follow organisation procedures for shutdown and evacuation when required	1	1	-	1
<i>Recognizing the hazards</i>	<b>2</b>	<b>2</b>	-	<b>2</b>
19. identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry	1	1	-	1
20. recognise other possible security issues existing in the workplace	1	1	-	1
<i>Planning the safety techniques Implementing the programs</i>	<b>3</b>	<b>3</b>	-	<b>3</b>
21. recognise different measures to curb the hazards	1	1	-	1
22. communicate the safety plan to everyone	1	1	-	1
23. attach disciplinary rules with the implementation	1	1	-	1
<b>NOS Total</b>	<b>32</b>	<b>40</b>	-	<b>28</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TSC/N9003
<b>NOS Name</b>	Maintain health, safety and security at workplace
<b>Sector</b>	Textile
<b>Sub-Sector</b>	Spinning, Weaving, Processing, Knitting
<b>Occupation</b>	Textile Mill sector - Cotton
<b>NSQF Level</b>	4
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	25/02/2015
<b>Next Review Date</b>	01/03/2016
<b>NSQC Clearance Date</b>	05/08/2015

## Qualification Pack

### TSC/N9004: 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

#### Elements and Performance Criteria

##### *Self development*

To be competent, the user/individual on the job must be able to:

1. perform own duties effectively
2. take responsibility for own actions
3. be accountable towards the job role and assigned duties
4. take initiative and innovate the existing methods
5. focus on self-learning and improvement

##### *Team work*

To be competent, the user/individual on the job must be able to:

6. co-ordinate with all the team members and colleagues
7. communicate politely
8. avoid conflicts and miscommunication

##### *Organisational standards*

To be competent, the user/individual on the job must be able to:

9. know the organisational standards
10. implement them in your performance
11. motivate others to follow them

##### *Industry standards*

To be competent, the user/individual on the job must be able to:

12. monitor the workplace and work processes for potential risks and threat
13. align them with organisation standards

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

## Qualification Pack

- KU1.** standard operating procedures (SOP) and regulations in a textile mill
- KU2.** reporting to the supervisor or higher authority
- KU3.** knowledge of organisational standards
- KU4.** knowledge of industry standards
- KU5.** process and material flow in a textile mill
- KU6.** importance of complying with the standards
- KU7.** guidelines for cleaning the various parts of machine

### Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** write clear and short sentences
- GS2.** read the given instructions
- GS3.** comprehend written instructions
- GS4.** talk effectively with others
- GS5.** put forward your point
- GS6.** listen to others
- GS7.** Organizational requirements
- GS8.** your responsibilities at the workplace
- GS9.** procedure to comply with the industry standards

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Self development</i>	<b>5</b>	<b>9</b>	-	<b>7</b>
1. perform own duties effectively	1	2	-	2
2. take responsibility for own actions	1	2	-	2
3. be accountable towards the job role and assigned duties	1	2	-	1
4. take initiative and innovate the existing methods	1	1	-	1
5. focus on self-learning and improvement	1	2	-	1
<i>Team work</i>	<b>3</b>	<b>5</b>	-	<b>4</b>
6. co-ordinate with all the team members and colleagues	1	2	-	1
7. communicate politely	1	1	-	2
8. avoid conflicts and miscommunication	1	2	-	1
<i>Organisational standards</i>	<b>3</b>	<b>4</b>	-	<b>3</b>
9. know the organisational standards	1	1	-	1
10. implement them in your performance	1	2	-	1
11. motivate others to follow them	1	1	-	1
<i>Industry standards</i>	<b>4</b>	<b>2</b>	-	<b>1</b>
12. monitor the workplace and work processes for potential risks and threat	2	1	-	-
13. align them with organisation standards	2	1	-	1
<b>NOS Total</b>	<b>15</b>	<b>20</b>	-	<b>15</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TSC/N9004
<b>NOS Name</b>	Comply with industry and organizational requirement
<b>Sector</b>	Textile
<b>Sub-Sector</b>	Spinning, Weaving, Processing, Knitting
<b>Occupation</b>	Textile Mill sector - Cotton
<b>NSQF Level</b>	4
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	25/02/2015
<b>Next Review Date</b>	01/03/2016
<b>NSQC Clearance Date</b>	05/08/2015

## Qualification Pack

### Assessment Guidelines and Assessment Weightage

#### Assessment Guidelines

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) (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. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below).
4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/ training center based on these criteria.
5. In case of successfully passing only certain number of NOSs, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack.
6. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack

#### Minimum Aggregate Passing % at QP Level : 70

(Please note: Every Trainee should score a minimum aggregate passing percentage as specified above, to successfully clear the Qualification Pack assessment.)

#### Assessment Weightage

##### Compulsory NOS

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
TSC/N2201.Taking charge of shift and handing over shift to Automatic Shuttle Loom Operator	40	100	-	20	160	21
TSC/N2202.Running automatic shuttle loom	117	182	-	41	340	45
TSC/N9001.Maintain work area, tools and machines	17	20	-	13	50	7
TSC/N9002.Working in a team	19	20	-	11	50	7

### Qualification Pack

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
TSC/N9003.Maintain health, safety and security at workplace	32	40	-	28	100	13
TSC/N9004.Comply with industry and organizational requirement	15	20	-	15	50	7
<b>Total</b>	<b>240</b>	<b>382</b>	<b>-</b>	<b>128</b>	<b>750</b>	<b>100</b>

## Acronyms

<b>NOS</b>	National Occupational Standard(s)
<b>NSQF</b>	National Skills Qualifications Framework
<b>QP</b>	Qualifications Pack
<b>TVET</b>	Technical and Vocational Education and Training

## Qualification Pack

### Glossary

<b>Sector</b>	Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
<b>Sub-sector</b>	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
<b>Occupation</b>	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
<b>Job role</b>	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.
<b>Occupational Standards (OS)</b>	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the Knowledge and Understanding (KU) they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
<b>Performance Criteria (PC)</b>	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.
<b>National Occupational Standards (NOS)</b>	NOS are occupational standards which apply uniquely in the Indian context.
<b>Qualifications Pack (QP)</b>	QP comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A QP is assigned a unique qualifications pack code.
<b>Unit Code</b>	Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N'
<b>Unit Title</b>	Unit title gives a clear overall statement about what the incumbent should be able to do.
<b>Description</b>	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.
<b>Scope</b>	Scope is a 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 quality of performance required.

## Qualification Pack

<b>Knowledge and Understanding (KU)</b>	Knowledge and Understanding (KU) are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard.
<b>Organisational Context</b>	Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.
<b>Technical Knowledge</b>	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
<b>Core Skills/ Generic Skills (GS)</b>	Core skills or Generic Skills (GS) 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. 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.
<b>Electives</b>	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.
<b>Options</b>	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.