

Model Curriculum

Jute Carding Operator

SECTOR: TEXTILE
SUB-SECTOR: SPINNING - TEXTILES
OCCUPATION: PRE SPINNING OPERATIONS
REF ID: TSC/Q0108, V3.0
NSQF LEVEL: 2



Certificate
CURRICULUM COMPLIANCE TO
QUALIFICATION PACK – NATIONAL OCCUPATIONAL
STANDARDS

is hereby issued by the

TEXTILE SECTOR SKILL COUNCIL
for the

MODEL CURRICULUM

Complying to National Occupational Standards of Job Role
Qualification Pack: Jute Carding Operator QP No. 'TSC/Q 0108' NSQF Level 2'

Date of Issuance: ! S 0 8 ' - 0 1

Valid up to: ! S 0 8 ' - 0 1

* Valid up to the next review date of the Qualification



(Dr. Swapna Mishra)
Director (C&T)
(Textile Sector Skill Council)

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Jute Carding Operator

CURRICULUM / SYLLABUS

This program is aimed at training candidates for the job of a "Jute Carding Operator", in the "Textile & Handloom" Sector and aims at building the following key competencies amongst the learner

Program Name	Jute Carding Operator		
Qualification Pack Name & Reference ID.	Jute Carding Operator TSC/Q0108		
Version No.	3.0	Version Update Date	31.03.2022
Pre-requisites to Training	Ability to read and write		
Training Outcomes	After completing this programme, participants will be able to: <ul style="list-style-type: none"> • Perform the task involved in taking charge of shift and handing over shift • Operate the Jute Carding machine • Perform doffing of the carded sliver • Maintain work area, tools and machines in Jute sector • Gain behavioral skill for team working • Maintain health, safety and security at work place • Comply with industry and organizational requirement in Jute sector 		

This course encompasses 7 out of 7 National Occupational Standards (NOS) of “Jute Carding Operator” Qualification Pack issued by “TSC: Textile Sector Skill Council”

	Module	Key Learning Outcomes	Equipment Required
1	Take charge and handing over shift to jute carding machine operator Theory Duration (hh:mm) 07:30 Practical Duration (hh:mm) 22:30 Corresponding NOS Code TSC/N0125	<ul style="list-style-type: none"> Gain knowledge about general discipline Gain knowledge about basic skills of communication Understand the role of jute carding operator Perform tasks while taking charge of shift and handing over shift Identify faults and rectify them 	Class room requirements: a batch of 25 people seating capacity with a screen and projector
2	Operating the jute carding machine Theory Duration (hh:mm) 22:30 Practical Duration (hh:mm) 67:30 Corresponding NOS Code TSC/N0126	<ul style="list-style-type: none"> Gain knowledge on machine parts and its function Gain knowledge on maintenance of machine parts Ensure the correct sliver passage in the machine Perform waste collection Ensure the sliver uniformity and regularity periodically 	1. common for every batch: poster/video visuals for work method 2. Class room requirements: a batch of 25 people seating capacity with a screen and projector
3	Doffing the carded jute sliver Theory Duration (hh:mm) 30:00 Practical Duration (hh:mm) 60:00 Corresponding NOS Code TSC/N 0127	<ul style="list-style-type: none"> Perform sliver break attending Perform piecing of the sliver Ensure the quality feeding of the material to carding machine Carry out the post doffing responsibilities 	1. common for every batch: poster/video visuals for work method 2. Class room requirements: a batch of 25 people seating capacity with a screen and projector

4	<p>Maintain work area, tools, material handling equipment and machinery for jute processing</p> <p>Theory Duration (hh:mm) 05:00</p> <p>Practical Duration (hh:mm) 10:00</p> <p>Corresponding NOS Code TSC/N 9009</p>	<ul style="list-style-type: none"> Gain knowledge on housekeeping and its importance Identify the unique functions of basic hand tools Gain knowledge on material handling equipments and their importance Perform maintenance activities for material handling equipments 	<p>1. A sample of following items for each trainee: apron, head cap, nose mask, ear plug, shoe,</p> <p>2. common for every batch: first aid materials, fire extinguisher, work method posters/pictures,</p> <p>3. <u>Class room requirements</u>: 25 people seating capacity with a screen and projector</p>
5	<p>Working in a team</p> <p>Theory Duration (hh:mm) 05:00</p> <p>Practical Duration (hh:mm) 10:00</p> <p>Corresponding NOS Code TSC/N 9002</p>	<ul style="list-style-type: none"> Understand the team work and its importance Understand the basic requirements of team working 	<p><u>Class room requirements</u>: 25 people seating capacity with a screen and projector</p>
6	<p>Maintain health, safety and security at workplace</p> <p>Theory Duration (hh:mm) 15:00</p> <p>Practical Duration (hh:mm) 30:00</p> <p>Corresponding NOS Code TSC/N 9003</p>	<ul style="list-style-type: none"> Gain knowledge on general safety rules Gain knowledge about the importance of personal protective equipment like apron, cap, earplugs, nose mask etc. and their application under different working conditions. Gain knowledge on various health hazards relevant to workplace and basic first aid training. Identify and use the correct extinguisher based on fire type. Perform good practice on first aid, fire fighting etc. 	<p>1. A sample of following items for each trainee: apron, head cap, nose mask, ear plug, shoe,</p> <p>2. common for every batch: first aid materials, fire extinguisher, work method posters/pictures,</p> <p>3. <u>Class room requirements</u>: 25 people seating capacity with a screen and projector</p>

7	<p>Comply with industry and organizational requirement in jute sector</p> <p>Theory Duration (hh:mm) 05:00</p> <p>Practical Duration (hh:mm) 10:00</p> <p>Corresponding NOS Code TSC/N 9010</p>	<ul style="list-style-type: none"> Gain knowledge about organizational and industry standards in Jute sector Understand the requirements for self-development Gain knowledge on organizational and industry standards in jute sector 	<p>Class room requirements: 25 people seating capacity with a screen and projector</p>
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8	<p>Employability Skills (30 Hours)</p> <p>Theory Duration (hh:mm) 12:00</p> <p>Practical Duration (hh:mm) 18:00</p>	<ul style="list-style-type: none"> • Discuss the importance of Employability Skills in meeting the job requirements. • Explain constitutional values, civic rights, duties, citizenship, responsibility towards society etc. that are required to be followed to become a responsible citizen. • Show how to practice different environmentally sustainable practices • Discuss 21st century skills. • Display positive attitude, self -motivation, problem solving, time management skills and continuous learning mindset in different situations. • Use appropriate basic English sentences/ phrases while speaking • Demonstrate how to communicate in a well -mannered way with others. • Demonstrate working with others in a team • Show how to conduct oneself appropriately with all genders and PwD • Discuss the significance of reporting sexual harassment issues in time • Discuss the significance of using financial products and services safely and securely. • Explain the importance of managing expenses, income, and savings. • Explain the significance of approaching the concerned authorities in time for any exploitation as per legal rights and laws • Show how to operate digital devices and use the associated applications and features, safely and securely • Discuss the significance of using internet for browsing, accessing social media platforms, safely and securely. • Discuss the need for identifying opportunities for potential business, sources for arranging money and potential legal and financial challenges. • Differentiate between types of customers • Explain the significance of identifying customer needs and addressing them • Discuss the significance of maintaining hygiene and dressing appropriately. • Create a biodata • Use various sources to search and apply for jobs • Discuss the significance of dressing up neatly and maintaining hygiene for an interview • Discuss how to search and register for apprenticeship opportunities. 	<p>Class room requirements: 25 people seating capacity with a screen and projector</p>
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Total Duration:	Unique Equipment Required: Apron, head cap, nose mask, earplug, shoe, Drawing hook, Scissors, Thrumbs
Theory Duration 102:00	
Practical Duration 228:00	

Grand Total Course Duration: 330 Hours, 0 Minutes

(This syllabus/ curriculum has been approved by TSC: Textile Sector Skill Council)

Trainer Prerequisites for Job role: “Jute Carding Operator ” mapped to Qualification Pack: “TSC/Q0108, Version 3.0”

Sr. No.	Area	Details
1	Description	To deliver accredited training service, mapping to the curriculum detailed above, in accordance with the Qualification Pack “Jute Carding Operator, TSC/Q0108, version 3.0
2	Personal Attributes	Aptitude for conducting training, and pre/ post work to ensure competent, employable candidates at the end of the training. Strong communication skills, interpersonal skills, ability to work as part of a team; a passion for quality and for developing others; well-organized and focused, eager to learn and keep oneself
3	Minimum Educational Qualifications	Basic Literacy and Numeracy
4a	Domain Certification	Certified for Job Role: “Jute Carding Operator” mapped to QP: “Jute Carding Operator, TSC/Q0108, Version 3.0”. Minimum accepted score 80%.
4b	Platform Certification	Required that the Trainer is certified for MEP/Q2601 Job Role: “Trainer” with atleast 80% score
5	Experience	4 years experience in jute as a trainer with 1 year in jute production

Employability Trainer Prerequisites

Trainer Prerequisites						
Minimum Educational Qualification	Specialization	Relevant Industry Experience		Training Experience		Remarks
		Years	Specialization	Years	Specialization	
Graduate/CITS	Any Discipline			2	Teaching Experience	Prospective ES trainer should: <ul style="list-style-type: none"> • have good communication skills • be well versed in English • have digital skills • have attention to detail • be adaptable • have willingness to learn
Current ITI Trainers	Employability Skills Training (3 days full-time course done between 2019-2022)					
Certified current EEE trainers (155 hours)	from Management SSC (MEPSC)					
Certified Trainer	Qualification Pack: Trainer (MEP/Q0102)					

Annexure: Assessment Criteria

Assessment Criteria	
Job Role	Jute Carding Operator
Qualification Pack	TSC/Q0108, V 3.0
Sector Skill Council	Textile Sector Skill Council

Sr. No.	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 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 50% in aggregate.
6	The marks are allotted PC wise, however every NOS will carry a weightage in the total marks allocated to the specific QP
7	In case of unsuccessful completion, the trainee may seek reassessment on the Qualification pack

Total Marks: 500	Compulsory NOS			Marks Allocation	
Assessable Outcomes	Assessment Criteria	Total Marks	Out of	Theory	Practical Skills
1.TSC/N0125 Taking charge and handing over shift to jute carding machine operator	PC1.come at least 10 - 15 minutes earlier to the work spot		2	1	1
	PC2.check the availability of Piled Jute/ Spreader roll for feeding to Jute Carding machine		2	1	1
	PC3.ensure the availability of the operational tools like knife, Knife sharpener, picking hook, broom etc. nearby the machine		3	1	2
	PC4.interact with the previous shift jute carding operator and take information regarding the quality of jute to be fed,/run (as recommended for the yarn quality to spin)		3	1	2
	PC5.ensure the availability of the recommended variety (grade) of piled jute/spreader roll/sliver as per quality of the Jute Yarn to make		3	1	2
	PC6.ensure cleanliness of the surrounding area as well as the department (particularly beneath the machine)		3	1	2
	PC7.ensure that the cut roots of Jute strand (reed) are kept/stored in the proper place		3	1	2
	PC8.check the colour coding of different quality of Jute sliver rolls, as per quality & grade of raw jute (TD3-TD7 or W3-W7), or the display board (mentioned the jute grade) in case of piled jute		3	1	2
	PC9.ensure running status of the carding machine while taking charge, with correct draft change pinion (written in board)		3	1	2
	PC10.patrol around the carding department to trace out and remove any undesirable material lying on the floor		3	1	2
	PC11.check that the roll former in 1st card (Breaker card) is in proper working condition, and need no maintenance		3	1	2
	PC12.ensure that the machines are in running condition before handing it over to the next shift		2	1	1
	PC13.convey your counterpart regarding any maintenance work to be carried out in the next shift in case of necessity		3	1	2

Total Marks: 500	Compulsory NOS			Marks Allocation	
Assessable Outcomes	Assessment Criteria	Total Marks	Out of	Theory	Practical Skills
	PC14.inform the incoming carding operator about quality, colour code, piled jute stock, machine parameter etc., and mechanical problems (if any, and cannot be done due to lack of time)		3	1	2
	PC15.ensure uniform and regular delivery of fleece of jute sliver from the doffer on the conductor (delivery side without any interruption		3	1	2
	PC16.all types of wastages like droppings below the machine, sliver wastages, fleece to be collected, weighed and sent to the back for reprocess		3	1	2
	PC17.ensure the handover of clean and running machine as well as the clean surroundings		2	1	1
	PC18.any delayed arrival of the counterpart to be reported to supervisors		3	1	2
		Total	50	18	32
2.TSC/N0126 Operating the Jute carding machine	PC1.ensure that starting/stopping/control switches are O.K. in case individual drive and alternative arrangements in case of group drive		6	2	4
	PC2.understand the quality of jute fibre in the morah/spreader roll		5	2	3
	PC3.ensure that piling duration of jute as prescribed and matured for carding		5	2	3
	PC4.check the colour code used for different grade and quality of jute		5	2	3
	PC5.ensure correct procedure of feeding on the feed table and check the conveyor sheet are working properly		6	3	3
	PC6.ensure correct dollop weight and timing for the feeding		6	2	4
	PC7.ensure sliver regularity by discarding some portion of sliver, before and after every stoppage of machine ensure the cleanliness of the feed roller to avoid jam or entanglement there		5	2	3
	PC8.ensure that machine safety arrangement functioning correctly, in case of jam in the feed roller		6	3	3

Total Marks: 500	Compulsory NOS			Marks Allocation	
Assessable Outcomes	Assessment Criteria	Total Marks	Out of	Theory	Practical Skills
	PC9.ensure correct moisture content of the feed material to avoid related problems like jam in different pin rollers		5	2	3
	PC10.maintain required doubling and replace as soon as any roll exhausted		5	2	3
	PC11.watch regularly the performance of doffer roller and regularity of the delivered fleece on the conductor		5	2	3
	PC12.observe regularly the uniformity of the fleece to have a regular sliver weight (lbs. /100 yards)		5	2	3
	PC13.watch delivery side so that any jam/accumulation in the delivered fleece can be avoided		5	2	3
	PC14.frequent checking of carded rolls ,its compactness, shape and sizes should be up to the desired level		5	2	3
	PC15.after doffing, keep/ store the carded rolls properly		5	2	3
	PC16.collect the wastages like sliver, fleece, droppings time to time and take weight to understand the corrective measures required		6	2	4
	PC17.ensure regular cleaning and lubrication as scheduled		5	2	3
	PC18.keep contact with the maintenance department for better performance of the carding machine		5	2	3
	PC19.ensure the availability of fire extinguisher near the machine to fight against fire		5	2	3
		Total	100	40	60
3.TSC/N0127 Doffing the carded Jute sliver	PC1.ensure proper working of delivery roll, and roll former (no jamming)		5	2	3
	PC2.open the cover of the doffing zone of card and clean the doffer periodically for ensuring proper jute sliver delivery		5	2	3
	PC3.don't allow slivers to accumulate in delivery conducting plate		4	2	2

Total Marks: 500	Compulsory NOS			Marks Allocation	
Assessable Outcomes	Assessment Criteria	Total Marks	Out of	Theory	Practical Skills
	PC4.collect the waste from shrouding plate zone		5	2	3
	PC5.ensure the carded jute sliver passes through the delivery conducting plate and/or conveyor/ rollers and to pass it through the conductor/ conveyor/ rollers (as the case may be) to the delivery zone for formation of condensed sliver roll to pass to roll former		5	2	3
	PC6.ensure proper functioning of roll former and ensure time and diameter setting of roll turner as instructed		5	2	3
	PC7.collect the wastes produced in the roll former zone and store the waste at respective waste box		4	2	2
	PC8.ensure uniformity of the sliver otherwise report the Superior (sardar/ superior)		5	2	3
	PC9.segregate the reusable wastes and weigh and record them in a waste register		5	2	3
	PC10.transfer the reusable line wastes to the 1st carding/breaker carding machine		4	2	2
	PC11.ensure that standard feeding procedure for jute card is adopted and quality of joining of jute sliver is good enough and standard, so that no extra non uniformity generated in jute carded sliver		5	2	3
	PC12.ensure grade/quality wise (with proper colour coding) stocking of doffed carded roles at appropriate place for further processing		5	2	3
	PC13.ensure human safety, fire safety and work place safety while carrying out sliver feeding, joining, picking, jam cleaning activity in card		5	2	3
	PC14.ensure that sliver tension in the delivery and roll former section is appropriate		4	2	2
	PC15.collect the full jute sliver rolls with proper colour code for feed in the finisher card		5	2	3
	PC16.keep the roll storage area of roll former clean before doffing of the carded sliver rolls (quality wise stacking)		5	2	3

Total Marks: 500	Compulsory NOS			Marks Allocation	
Assessable Outcomes	Assessment Criteria	Total Marks	Out of	Theory	Practical Skills
	PC17. keep the breaker card sliver rolls near the finisher card for feeding them in the finisher card in next stage		5	2	3
	PC18. ensure tight packing of the rolls; if not, report to maintenance department for collecting the same		5	2	3
	PC19. ensure that there is no worn out parts in the doffing zone/misalignment in delivery and delivery press rolls		5	2	3
	PC20. ensure proper material handling for moving jute sliver rolls using iron hooks		4	2	2
	PC21. ensure proper picking of all the rollers periodically as instructed		5	2	3
		Total	100	42	58
4.TSC/N9009 Maintain work area, tools, material handling equipment and machinery for jute processing	PC1. maintain personal hygiene and human safety, machine safety and specific dress code		2	1	1
	PC2. carefully handle raw jute, slivers of jute, jute yarns and fabrics to minimize wastage		3	1	2
	PC3. carefully handle all tools such as hand root cutter, circular blade motorized root cutter, chopper, wooden block, bale hook, rope cutter, picking hook, brooms etc.		2	1	1
	PC4. carefully handle moisture meter		3	1	2
	PC5. carefully handle weigh machine,		2	1	1
	PC6. use proper mechanical handling equipment for lifting and handling jute and other materials		3	1	2
	PC7. keep all waste jute materials in a specified place for further processing		4	1	3
	PC8. maintain a clean and hazard free working area, keeping floors free from all encumbrances		3	1	2
	PC9. maintain tools and equipment being used for jute processing		3	1	2
	PC10. carry out scheduled running maintenance like shift-wise cleaning and oiling in respective jute processing machinery		4	2	2

Total Marks: 500	Compulsory NOS			Marks Allocation	
Assessable Outcomes	Assessment Criteria	Total Marks	Out of	Theory	Practical Skills
	PC11.report to supervisor for any abnormal sound, from any machine for jute processing		2	1	1
	PC12.report to supervisor all anomalies and unsafe conditions of equipment and other unprecedented occurrences		3	2	1
	PC13.ensure that the doors and covers for gear side/ belt side of the jute machinery are kept properly closed and all machine guards are in appropriate place		3	1	2
	PC14.ensure that standing place in working position are free from all encumbrances, to maintain correct posture of working/sitting/standing during working in respective jute processing machinery		3	1	2
	PC15.use appropriate cleaning equipment like knife, brooms, pliers, screw driver etc. and follow appropriate cleaning methods for the work to be carried out in particular jute processing machine		2	1	1
	PC16.stack/dispose jute fibre/sliver/yarn waste safely in the designated location/place/bag to help usage of all wastages for further processing		3	1	2
	PC17.store all gadgets, tools and cleaning equipment safely after their use in designated place after cleaning them properly		2	1	1
	PC18.carry out cleaning and minor/small maintenance jobs for each jute processing machine as per schedule within limits of specific responsibility, as instructed		3	1	2
		Total	50	20	30
5.TSC/N9002 Working in a team	PC1.be accountable to the own role in whole process		4	2	2
	PC2.perform all roles with full responsibility		4	2	2
	PC3.be effective and efficient at workplace		4	1	3
	PC4.properly communicate about company policies		4	1	3
	PC5.report all problems faced during the process		4	1	3

Total Marks: 500	Compulsory NOS			Marks Allocation	
Assessable Outcomes	Assessment Criteria	Total Marks	Out of	Theory	Practical Skills
	PC6.talk politely with other team members and colleagues		4	1	3
	PC7.submit daily report of own performance		5	2	3
	PC8.adjust in different work situations		4	1	3
	PC9.give due importance to others' point of view		4	2	2
	PC10.avoid conflicting situations		4	2	2
	PC11.develop new ideas for work procedures		5	1	4
	PC12.improve upon the existing techniques to increase process efficiency		4	1	3
		Total	50	17	33
6.TSC/N9003 Maintain health, safety and security at workplace	PC1.comply with health and safety related instructions applicable to the workplace		5	2	3
	PC2.use and maintain personal protective equipment such as "ear plug", "nose mask", "head cap" etc., as per protocol		5	2	3
	PC3.carry out own activities in line with approved guidelines and procedures		4	2	2
	PC4.maintain a healthy lifestyle and guard against dependency on intoxicants		4	2	2
	PC5.follow environment management system related procedures		4	2	2
	PC6.identify and correct (if possible) malfunctions in machinery and equipment		5	2	3
	PC7.report any service malfunctions that cannot be rectified		4	2	2
	PC8.store materials and equipment in line with organisational requirements		4	1	3
	PC9.safely handle and remove waste		4	1	3
	PC10.minimize health and safety risks to self and others due to own actions		5	2	3
	PC11.seek clarifications, from supervisors or other authorized personnel in case of perceived risks		4	2	2
	PC12.monitor the workplace and work processes for potential risks and threat		5	2	3
	PC13.carry out periodic walk-through to keep work area free from all hazards and obstructions		5	2	3

Total Marks: 500	Compulsory NOS			Marks Allocation	
Assessable Outcomes	Assessment Criteria	Total Marks	Out of	Theory	Practical Skills
	PC14.report hazards and potential risks/ threats to supervisors or other authorized personnel		4	1	3
	PC15.participate in mock drills/ evacuation procedures organized at the workplace		4	2	2
	PC16.undertake first aid, fire-fighting and emergency response training, if asked to do so		5	2	3
	PC17.take action based on instructions in the event of fire, emergencies or accidents		5	2	3
	PC18.follow organisation procedures for shutdown and evacuation when required		4	2	2
	PC19.identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry		4	2	2
	PC20.recognise other possible security issues existing in the workplace		4	2	2
	PC21.recognise different measures to curb the hazards		4	2	2
	PC22.communicate the safety plan to everyone and		4	2	2
	PC23.attach disciplinary rules with the implementation		4	2	2
		Total	100	43	57
7.TSC/N9010 Comply with industry and organizational requirement in jute sector	PC1.perform assigned duties effectively section-wise / machine- wise		4	1	3
	PC2.take full responsibility for desired performance		4	1	3
	PC3.be accountable towards the job role and assigned duties		4	2	2
	PC4.report any anomalies found in the section / machinery to the Sardar (Jobber) or Supervisors		4	2	2
	PC5.take drive on self-learning for improving efficiency		4	1	3
	PC6.co-ordinate with all the team members and colleagues		4	2	2
	PC7.communicate politely		3	1	2
	PC8.avoid conflicts and miscommunication		3	1	2

Total Marks: 500	Compulsory NOS			Marks Allocation	
Assessable Outcomes	Assessment Criteria	Total Marks	Out of	Theory	Practical Skills
	PC9.take part in Quality Circle activity to discuss process and innovative ideas in Quality Circle		4	2	2
	PC10.take all initiative to achieve organisational norms for processing of yarn and fabrics of jute and to motivate all other fellow workers to follow them		5	3	2
	PC11.implement the collection of wastage in a proper method (as instructed) for further processing		4	2	2
	PC12.follow specific environmental regulation for jute industry		4	1	3
	PC13.keep area of work and machine clean		3	1	2
		Total	50	20	30

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation	
				Theory Marks	Practical Marks
8. DGT/VSQ/N0101 – Employability Skills	Introduction to Employability Skills			1	1
	1. understand the significance of employability skills in meeting the job requirements				
	Constitutional values – Citizenship			1	1
	2. identify constitutional values, civic rights, duties, personal values and ethics and environmentally sustainable practices.				
	Becoming a Professional in the 21st Century			1	3
	3. explain 21st Century Skills such as Self-Awareness, Behavior Skills, Positive attitude, self-motivation, problem-solving, creative thinking, time management, social and cultural awareness, emotional awareness, continuous learning mindset etc.				
	Basic English Skills			2	3
	4. speak with others using some basic English phrases or sentences				
	Communication Skills			1	1
	5. follow good manners while communicating with others				
	6. work with others in a team				
	Diversity & Inclusion			1	1
	7. communicate and behave appropriately with all genders and PwD				
	8. report any issues related to sexual harassment				
	Financial and Legal Literacy			3	4
	9. use various financial products and services safely and securely				
	10. calculate income, expenses, savings etc.				
	11. approach the concerned authorities for any exploitation as per legal rights and laws				

	Essential Digital Skills		4	6
	12. operate digital devices and use its features and applications securely and safely			
	13. use internet and social media platforms securely and safely			
	Entrepreneurship		3	5
	14. identify and assess opportunities for potential business			
	15. identify sources for arranging money and associated financial and legal challenges			
	Customer Service		2	2
	16. identify different types of customers			
	17. identify customer needs and address them appropriately.			
	18. follow appropriate hygiene and grooming standards.			
	Getting ready for apprenticeship & Jobs		1	3
	19. create a basic biodata			
	20. search for suitable jobs and apply			
	21. identify and register apprenticeship opportunities as per requirement			
	NOS Total	50	20	30
	Grand Total	550	220	330



Textile Sector Skill Council

15th Floor, Nirmal Tower, Barakhamba Road, New Delhi-110 001