

Model Curriculum

Fitter – Spinning Preparatory

SECTOR: TEXTILE
SUB-SECTOR: SPINNING - TEXTILES
OCCUPATION: MAINTENANCE - SPINNING MACHINES
REF ID: TSC/Q0401, VERSION 3.0
NSQF LEVEL: 4



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: 'FITTER SPINNING PREPARATORY' QP No. 'TSC/ Q 0401' **NSQF Level 5'**

Date of Issuance: "१२" ०१ २०२२

Valid up to: "१२" ०१ २०२३

* Valid up to the next review date of the Qualification Pack

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Fitter - Spinning Preparatory

CURRICULUM / SYLLABUS

This program is aimed at training candidates for the job of a “Fitter - Spinning Preparatory”, in the “Textile” Sector/Industry and aims at building the following key competencies amongst the learner

Program Name	Fitter - Spinning Preparatory		
Qualification Pack Name & Reference ID.	Fitter - Spinning Preparatory TSC/Q0401, version 3.0		
Version No.	3.0	Version Update Date	25.11.2021
Pre-requisites to Training	<ul style="list-style-type: none"> • 11th grade pass with no experience (OR) • Completed 1st year of 3-year diploma (after 10th) and pursuing regular diploma with no experience (OR) • 10th grade pass plus 1-year NTC/ NAC with no experience (OR) • 8th grade pass plus 2-year NTC plus 1 Year NAC with no experience (OR) • 8th pass plus 1-year NTC plus 1-Year NAC plus CITS with no experience (OR) • 10th grade pass and pursuing continuous schooling (OR) • 10th Grade Pass with 2 year relevant experience (OR) • Previous relevant Qualification of NSQF Level 3.0 with minimum education as 5th Grade pass (OR) • Previous relevant Qualification of NSQF Level 3.5 with 1 year relevant experience 		
Training Outcomes	<p>After completing this programme, participants will be able to:</p> <ul style="list-style-type: none"> • Become well verse with taking charge of shift and handing over shift • Learn and perform general maintenance activities • Perform preventive maintenance activities • Become familiar in attending break down maintenance • Maintaining records and ensuring availability of spares • Maintain work area, tools and machines • Gain behavioural skill for team working • Maintain health, safety and security at work place • Comply with industry and organisational requirement 		

This course encompasses 9 out of 9 National Occupational Standards (NOS) of “Fitter - Spinning Preparatory”
Qualification Pack issued by “TSC: Textile Sector Skill Council”

Sr. No.	Module	Key Learning Outcomes	Equipment Required
1	<p>Taking charge of shift and handing over shift to operator</p> <p>Theory Duration (hh:mm) 30:00</p> <p>Practical Duration (hh:mm) 60:00</p> <p>OJT Duration (hh:mm) 15:00</p> <p>Corresponding NOS Code TSC/N 0401</p>	<ul style="list-style-type: none"> Learning general discipline Become well verse with basic skills of communication Understand the role of spinning preparatory fitter Perform tasks while taking charge of shift and handing over shift Gain knowledge on count, can content, colour coding, etc. Become familiar in faults identification 	<p>Class room requirements: a batch of 25 people seating capacity with a screen and projector</p>
2	<p>General Maintenance responsibilities</p> <p>Theory Duration (hh:mm) 15:00</p> <p>Practical Duration (hh:mm) 45:00</p> <p>OJT Duration (hh:mm) 15:00</p> <p>Corresponding NOS Code TSC/N 0402</p>	<ul style="list-style-type: none"> Familiarization to spinning preparatory machines – visit to blow room, carding, combing, drawing and simplex machines Gain information about various manufacturers and model of preparatory machines Gain knowledge on textile fibres such as natural, synthetic and regenerated fibres Sketching of various parts of preparatory machines, various gears, bevels, belts, bearings Understanding passage of material through machine (in all machines of spinning preparatory) Understanding general maintenance schedule of spinning preparatory machines Knowledge on handling various tools kits used in spinning preparatory machines Function of draft change gears (creel draft, break draft, tension draft, main draft and so on) Become well verse in general cleaning of all spinning preparatory machines in accordance to the check list Familiar to gear box oil change, greasing to various bearing bearings and oiling & greasing to various machine parts 	<p><u>1. A sample of following items for each trainee:</u> Cleaning tools such as brush, cleaning liquids, emery sheet, etc. General tools such as plier, screw driver, spanner, hammer, allen keys, bench vice, pipe wrench, vernier calliper, ring spanner, box spanner, torque spanner, puller, snips, ratchet brace, try square, file, plumb bob, neon tester, tenon saw, steel rule, test lamp, circlip opener, insulating tape, gloves, electrical soldering iron, etc</p> <p><u>2. common for every batch:</u> posters for work methods, machine levelling gauge, greasing pump, oil lubricating machine, roll tracing machine, pressure gauge, top arm setting gauge, shore hardness tester, wire mounting equipment, machine pulley adapter assembly, cots buffing machine, tachometer, etc.</p> <p><u>3. Class room requirements:</u> 25 people seating capacity with a screen and projector</p>

Sr. No.	Module	Key Learning Outcomes	Equipment Required
3	<p>Preventive maintenance responsibilities</p> <p>Theory Duration (hh:mm) 15:00</p> <p>Practical Duration (hh:mm) 45:00</p> <p>OJT Duration (hh:mm) 15:00</p> <p>Corresponding NOS Code TSC/N 0403</p>	<ul style="list-style-type: none"> Setting of various machine parts in spinning preparatory machines Aligning of motor pulley and machine pulley in various preparatory machines Knowing the wire points specification for processing cotton, synthetic and blends Become familiar in wire points mounting and grinding in carding machine Learn head stock and full machine overhauling in various reparatory machines Checking and fine tuning top arm pressure and roller eccentricity in speed frame machine Buffing and mounting roller cots in various preparatory machines 	<p><u>1. A sample of following items for each trainee:</u> Cleaning tools such as brush, cleaning liquids, emery sheet, etc. General tools such as plier, screw driver, spanner, hammer, allen keys, bench vice, pipe wrench, vernier calliper, ring spanner, box spanner, torque spanner, puller, snips, ratchet brace, try square, file, plumb bob, neon tester, tenon saw, steel rule, test lamp, circlip opener, insulating tape, gloves, electrical soldering iron, etc.</p> <p><u>2. common for every batch:</u> posters for work methods, machine levelling gauge, greasing pump, oil lubricating machine, roll tracing machine, pressure gauge, top arm setting gauge, shore hardness tester, wire mounting equipment, machine pulley adapter assembly, cots buffing machine, tachometer, etc.</p> <p><u>3. Class room requirements:</u> 25 people seating capacity with a screen and projector</p>
4	<p>Break down maintenance</p> <p>Theory Duration (hh:mm) 15:00</p> <p>Practical Duration (hh:mm) 60:00</p> <p>OJT Duration (hh:mm) 15:00</p> <p>Corresponding NOS Code TSC/N 0404</p>	<ul style="list-style-type: none"> Trouble shooting problems in all preparatory machines with respect to quality of material output (CV% lap/sliver/roving) Attending machine break downs with respect to damage of parts (by worn out/broken) 	<p><u>1. A sample of following items for each trainee:</u> Cleaning tools such as brush, cleaning liquids, emery sheet, etc. General tools such as plier, screw driver, spanner, hammer, allen keys, bench vice, pipe wrench, vernier calliper, ring spanner, box spanner, torque spanner, puller, snips, ratchet brace, try square, file, plumb bob, neon tester, tenon saw, steel rule, test lamp, circlip opener, insulating tape, gloves, electrical soldering iron, etc.</p>

Sr. No.	Module	Key Learning Outcomes	Equipment Required
5	Maintaining records and ensuring availability of spares Theory Duration (hh:mm) 15:00 Practical Duration (hh:mm) 30:00 Corresponding NOS Code TSC/N 0405	<ul style="list-style-type: none"> Preparing machine card, ledger, machine down time report, maintenance chart, etc. Perform machine auditing Recording day to day activities in log note book Become familiar in critical machine spares Ensuring the spares availability with the stores department Knowing the quality of materials to be purchased 	<u>Class room requirements:</u> 25 people seating capacity with a screen and projector
6	Maintain work area, tools and machines Theory Duration (hh:mm) 05:00 Practical Duration (hh:mm) 10:00 Corresponding NOS Code TSC/N 9001	<ul style="list-style-type: none"> Gain knowledge on Housekeeping system Identification of tools used in machine maintenance activities handling of equipments perform Maintenance activities for handling equipments 	<u>Class room requirements:</u> 25 people seating capacity with a screen and projector
7	Working in a team Theory Duration (hh:mm) 05:00 Practical Duration (hh:mm) 10:00 Corresponding NOS Code TSC/N 9002	<ul style="list-style-type: none"> Understanding the team work and its importance Knowing the basic requirements for team working 	<u>Class room requirements:</u> 25 people seating capacity with a screen and projector
8	Maintain health, safety and security at work place	<ul style="list-style-type: none"> Knowing the general safety Rules Knowing the importance of personal protective equipment like apron, cap, 	<u>1. A sample of following items for each trainee:</u>

Sr. No.	Module	Key Learning Outcomes	Equipment Required
	<p>Theory Duration (hh:mm) 15:00</p> <p>Practical Duration (hh:mm) 30:00</p> <p>Corresponding NOS Code TSC/N 9003</p>	<p>earplugs, nose mask etc. and their application under different working conditions.</p> <ul style="list-style-type: none"> Gain knowledge on various health hazards relevant to workplace and basic first aid training. Identify and select right equipment such as fire extinguisher & based on type of fire. Become good practice on first aid, firefighting etc. 	<p>apron, head cap, nose mask, ear plug, shoe,</p> <p><u>2. common for every batch:</u> first aid materials, fire extinguisher, work method posters/pictures, 3.<u>Class room requirements:</u> 25 people seating capacity with a screen and projector</p>
9	<p>Comply with industry and organisational requirement</p> <p>Theory Duration (hh:mm) 05:00</p> <p>Practical Duration (hh:mm) 10:00</p> <p>Corresponding NOS Code TSC/N 9004</p>	<ul style="list-style-type: none"> Know about organizational and industry standards Know the requirements for self-development Gain knowledge on Organizational & Industry standards 	<p><u>Class room requirements:</u> 25 people seating capacity with a screen and projector</p>

10	<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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	<p>Total Duration:</p> <p>Theory Duration 132:00</p> <p>Practical Duration 318:00</p> <p>OJT Duration 60:00</p>	<p>Unique Equipment Required:</p> <p>Cleaning tools such as brush, cleaning liquids, emery sheet, etc.</p> <p>General tools such as plier, screw driver, spanner, hammer, allen keys, bench vice, pipe wrench, vernier calliper, ring spanner, box spanner, torque spanner, puller, snips, ratchet brace, try square, file, plumb bob, neon tester, tenon saw, steel rule, test lamp, circlip opener, insulating tape, gloves, electrical soldering iron, etc.</p> <p>Equipments such as setting gauge, machine levelling gauge, greasing pump, oil lubricating machine, roll tracing machine, pressure gauge, wire mounting equipment, machine pulley adapter assembly, cots buffing machine, tachometer, etc.</p> <p>apron, head cap, nose mask, ear plug, shoe, first aid materials, fire extinguisher, work method posters, work method video visuals, projector, screen</p>
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Grand Total Course Duration: 510 Hours, 0 Minutes

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

Trainer Prerequisites for Job role: “Fitter - Spinning Preparatory” mapped to Qualification Pack: “Fitter - Spinning Preparatory /TSC Q 0401, 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 “Fitter - Spinning Preparatory /TSC Q 0401, 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 updated with the latest in the mentioned field.
3	Minimum Educational Qualifications	12th Class / ITI in related field OR 10th Class with 2 years relevant experience OR Spinning Preparatory Operator (NSQF Level 3) with 1 year of relevant experience
4a	Domain Certification	Certified for Job Role: “Fitter – Spinning Preparatory” mapped to QP: “Fitter - Spinning Preparatory /TSC Q 0401, 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	Minimum 4 years experience as a Fitter Spinning trainer and 1 year as a Fitter

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:
Current ITI Trainers	Employability Skills Training (3 days full-time course done between 2019-2022)					<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
Certified current EEE trainers (155 hours)	from Management SSC (MEPSC)					
Certified Trainer	Qualification Pack: Trainer (MEP/Q0102)					

Annexure: Assessment Criteria

Assessment Criteria for Fitter - Spinning Preparatory	
Job Role	Fitter - Spinning Preparatory
Qualification Pack	Fitter - Spinning Preparatory (TSC/Q 0401)
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 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 70%.
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/N0401 (Taking charge of shift and handing over shift to Fitter – Spinning Preparatory)	PC1. Come at least 10 - 15 minutes earlier to the work spot	100	4	1	2	1
	PC2. Bring the necessary operational tools to the department		6	2	2	2
	PC3. Meet the previous shift fitter 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.		7	2	2	3
	PC4. Understand the count produced, color coding, followed in the different machines in spinning preparatory machines		7	3	2	2
	PC5. Patrol around the machines in spinning preparatory department and ensure the smooth functioning of all the machines in the department		6	2	3	1
	PC6. Check the cleanliness of the machines & other work areas		6	1	3	1
	PC7. Check whether any spare/raw material/ tool / yarn / any other material are thrown under the machines or in the other work areas.		7	2	3	2
	PC8. Question the previous shift maintenance people 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.		6	2	1	3
	PC9. Ensure the work spot is clean		4	1	2	1
	PC10. Hand over the shift to the incoming shift fitter in a proper manner		5	2	2	1
	PC11. Ensure in providing the details regarding count produced, color coding followed for his allocated number of machines in spinning preparatory		7	2	2	3
	PC12. Provide all relevant information regarding the count produced, idle machines, damaged machine parts if any		7	3	2	3
	PC13. Get clearance from the incoming counterpart before leaving the work spot		6	2	2	2
	PC14. Report to his shift superiors as well as that of the incoming shift fitter in case his/ her counterpart doesn't report for the incoming shift		6	1	2	3

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
	PC15. Ensure the shift has to be properly handed over to the incoming shift fitter		6	2	2	2
	PC16. Report to his shift superior about the quality / production / maintenance issues / 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		6	2	1	3
	PC17. Ensure the work spot is clean		4	1	2	1
	Total		100	31	35	34
	Weight age %			31	35	34
2.TSC/N0402 (General Maintenance Responsibilities - Spinning Preparatory	PC1. Patrol around the work area before the start of the shift and observing the working	75	5	2	2	1
	PC2. Note down the machines stopped for repairs and the type of problem.		6	2	3	1
	PC3. Dismantle and assemble different mechanisms in machines on need basis		7	2	4	1
	PC4. Understand the quality complaints in the machines.		6	2	3	1
	PC5. Understand the works done till now and the works pending in the machines stopped for repairs or for maintenance works or modifications.		5	2	2	1
	PC6. Follow the production plan and make changes in settings of machines accordingly		5	2	3	0
	PC7. Understand the machines allotted for various mixings and deciding on the parameters to be checked while doing maintenance like condition of beaters, grid bar settings, the wire points to be mounted on cards, quality of wire points, card settings, half laps to be put on combers, comber settings, settings at draw frames, functioning of stop motions, top arm settings in speed frames, the buffing quality of the top rollers in draw frames, combers and speed frames and so on.		7	3	3	1

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
	PC8. Allocate the workers for different tasks considering their knowledge, skills, maturity and workloads agreed.		5	2	1	2
	PC9. Refer to process parameters and working out the changes to be made for change in hank or product mix and getting the changes made by the concerned maintenance workers.		7	2	3	2
	PC10. Ensure the use of safety gadgets like caps, masks, gloves and shoes by all maintenance workers.		5	2	2	1
	PC11. Counsel and influence a poor performing worker to produce as per norms		5	1	1	3
	PC12. View at display panel board and identify the reason for breakdown maintenance		6	2	3	1
	PC13. Identify any abnormal sound in machine and stopping the machine for carrying out maintenance activities		6	2	3	1
	Total		75	26	33	16
	Weightage %			35	44	21
3.TSC/N0403 (Preventive maintenance responsibilities- Spinning Preparatory)	PC1. Check the proper functioning of machines like blow room, carding, draw frame, combers, speed frames and the ancillaries like trolleys, filters, and roller covering and so on.	75	5	2	2	1
	PC2. Check the conditions of machine parts while they are being cleaned/scoured or overhauled		5	2	2	1
	PC3. Ensure the use of safety gadgets like caps, masks, gloves and shoes by all maintenance workers		5	2	2	1
	PC4. Change the settings of the machines on need basis		6	2	3	1
	PC5. Identify the worn out parts and getting the worn-out parts replaced.		7	3	3	1
	PC6. Verify the safety stop motions and getting them attended		5	2	2	1
	PC7. Monitor the stoppages due to breakdowns and analysing the reasons for breakdowns and taking precautionary measures.		5	2	2	1

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
	PC8. Monitor the mounting activities in cards, comber half laps and various beaters.		5	1	3	1
	PC9. Monitor the cot mounting and buffing activities		5	1	3	1
	PC10. Conduct the tool audits i.e. The tools used for maintenance like spanners, top arm gauge, lubricating and flushing pumps, buffing machines, mounting machines, etc.		7	2	3	2
	PC11. Oil and grease the different machine parts at scheduled interval for smooth functioning of machines		5	1	3	1
	PC12. Scheduling the oiling & greasing activities		5	2	2	1
	PC13. Ensure correct oil and grease are taken		5	2	2	1
	PC14. Ensure proper functioning of machines in preparatory department		5	2	2	1
	Total		75	26	34	15
	Weightage %			35	45	20
4.TSC/N0404 (Breakdown Maintenance - Spinning Preparatory)	PC1. Attend the machine on a break down	70	4	1	2	1
	PC2. Report to the maintenance in charge on a breakdown		4	1	1	2
	PC3. Prepare the machine for carrying out breakdown maintenance		4	1	2	1
	PC4. Ensure in bringing the proper tool and equipments required for carrying out maintenance		4	1	2	1
	PC5. Analyse the machine which is under breakdown		5	1	3	1
	PC6. Identify the reason for breakdown		5	1	3	1
	PC7. Carry out maintenance activities		5	1	3	1
	PC8. Replace worn out / damaged parts with new parts		5	1	3	1
	PC9. Ensure safety while carrying out maintenance activity		4	1	2	1
	PC10. Ensure proper material handling of maintenance tools		4	2	2	0
	PC11. Check for proper functioning of machine after maintenance		5	1	3	1

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
	PC12. Run the machine and check for smooth functioning of machine parts		4	1	3	0
	PC13. Repair if further fine tuning is needed		4	1	3	0
	PC14. Ensure the output material quality is as per quality requirement.		5	1	3	1
	PC15. Ensuring the use of safety gadgets like caps, masks, gloves and shoes by all maintenance workers		4	1	2	1
	PC16. Ensure minimum time taken for attending the breakdown, identifying the reason for breakdown and carryout the breakdown maintenance activities		4	1	2	1
	Total		70	17	39	14
	Weightage %			24	56	20
5.TSC/N0405 (Maintaining records and ensuring availability of spares-Spinning preparatory)	PC1. Carry out maintenance auditing	30	4	1	2	1
	PC2. Record the activities in the log book (report book) and updating the machine maintenance history book		4	2	2	0
	PC3. Verify the stock of various spares, accessories and lubricants and working out the indenting plan and placing indents.		4	2	2	0
	PC4. Refer the machinery catalogues and identifying the correct spares needed		3	2	1	0
	PC5. Check the quality of materials received at stores, for e.g. Bearings, wheels, arbours, machine spares, belts, brushes, spanners and other tools, etc.		4	1	2	1
	PC6. Carry out maintenance machine audit		4	2	1	1
	PC7. Maintain records of maintenance		3	1	1	1
	PC8. Ensure availability of spares and giving requisitions on need basis		4	1	2	1
	Total		30	12	13	5
	Weight age %			40	43	17
	PC1. handle materials, machinery, equipment and tools with care and use them in the correct way	50	4	1	2	1

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
6.TSC/N9001(Maintain work area, tools and machines)	PC2. use correct lifting and handling procedures		4	1	2	1
	PC3. use materials to minimize waste		3	1	1	1
	PC4. maintain a clean and hazard free working area		3	1	1	1
	PC5. maintain tools and equipment		4	2	1	1
	PC6. carry out running maintenance within agreed schedules		4	1	2	1
	PC7. carry out maintenance and/or cleaning within one's responsibility		4	1	2	1
	PC8. report unsafe equipment and other dangerous occurrences		4	1	2	1
	PC9. ensure that the correct machine guards are in place		3	1	1	1
	PC10. work in a comfortable position with the correct posture		3	1	1	1
	PC11. use cleaning equipment and methods appropriate for the work to be carried out		3	1	1	1
	PC12. dispose of waste safely in the designated location		4	1	2	1
	PC13. store cleaning equipment safely after use		3	1	1	1
	PC14. carry out cleaning according to schedules and limits of responsibility		4	1	2	1
	Total		50	15	21	14
	Weightage %			30	42	28
7.TSC/N9002 (Working in a team)	PC1. be accountable to the own role in whole process	50	4	2	1	1
	PC2. perform all roles with full responsibility		4	2	1	1
	PC3. be effective and efficient at workplace		4	1	2	1
	PC4. properly communicate about company policies		4	1	1	2
	PC5. report all problems faced during the process		4	1	1	2
	PC6. talk politely with other team members and colleagues		4	1	1	2
	PC7. submit daily report of own performance		5	2	2	1
	PC8. adjust in different work situations		4	1	2	1

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
	PC9. give due importance to others' point of view		4	1	2	1
	PC10. avoid conflicting situations		4	1	2	1
	PC11. develop new ideas for work procedures		5	2	2	1
	PC12. improve upon the existing techniques to increase process efficiency		4	1	2	1
	Total		50	16	19	15
	Weightage %			32	38	30
8.TSC/N9003 (Maintain health, safety and security at work place)	PC1. comply with health and safety related instructions applicable to the workplace	100	5	2	2	1
	PC2. use and maintain personal protective equipment such as “ear plug” “nose mask” “head cap” etc., as per protocol		5	2	2	1
	PC3. carry out own activities in line with approved guidelines and procedures		4	2	1	1
	PC4. maintain a healthy lifestyle and guard against dependency on intoxicants		4	2	1	1
	PC5. follow environment management system related procedures		4	2	1	1
	PC6. identify and correct (if possible) malfunctions in machinery and equipment		5	2	2	1
	PC7. report any service malfunctions that cannot be rectified		4	2	1	1
	PC8. store materials and equipment in line with organizational requirements		4	1	2	1
	PC9. safely handle and remove waste		4	1	2	1
	PC10. minimize health and safety risks to self and others due to own actions		5	2	2	1
	PC11. seek clarifications, from supervisors or other authorized personnel in case of perceived risks		4	2	0	2
	PC12. monitor the workplace and work processes for potential risks and threat		5	2	2	1
	PC13. carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned		5	2	2	1

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
	PC14. report hazards and potential risks/ threats to supervisors or other authorized personnel		4	1	2	1
	PC15. participate in mock drills/ evacuation procedures organized at the workplace		4	2	2	0
	PC16. undertake first aid, fire-fighting and emergency response training, if asked to do so		5	2	2	1
	PC17. take action based on instructions in the event of fire, emergencies or accidents		5	2	2	1
	PC18. follow organization procedures for shutdown and evacuation when required		4	2	1	1
	PC19. identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry		4	2	1	1
	PC20. recognize other possible security issues existing in the workplace		4	2	1	1
	PC21. recognize different measures to curb the hazards		4	2	1	1
	PC22. communicate the safety plan to everyone		4	2	1	1
	PC23. attach disciplinary rules with the implementation		4	2	1	1
	Total		100	43	34	23
	Weightage %			43	34	23
9.TSC/N9004 (Comply with industry and organizational requirement)	PC1. perform own duties effectively	50	4	1	2	1
	PC2. take responsibility for own actions		4	1	2	1
	PC3. be accountable towards the job role and assigned duties		4	2	1	1
	PC4. take initiative and innovate the existing methods		3	1	1	1
	PC5. focus on self-learning and improvement		4	1	2	1
	PC6. co-ordinate with all the team members and colleagues		4	1	2	1
	PC7. communicate politely		4	1	1	2
	PC8. avoid conflicts and miscommunication		4	1	2	1
	PC9. know the organizational standards		4	2	1	1

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
	PC10. implement them in your performance		4	1	2	1
	PC11. motivate others to follow them		3	1	1	1
	PC12. know the industry standards		4	3	1	0
	PC13. align them with organization standards		4	2	1	1
	Total		50	18	19	13
	Weightage %			36	38	26

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory Marks	Practical Marks	Viva Marks
10. 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		650	224	277	149



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