



# Two Shaft Handloom Weaver

QP Code: TSC/Q7303

Version: 2.0

NSQF Level: 4

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## TSC/Q7303: Two Shaft Handloom Weaver

### Brief Job Description

A two shaft handloom weaver produces various types of fabrics in the basic weaves and its derivatives using different kinds of yarns such as cotton, wool, silk, etc. by hand on a fly-shuttle or a throw-shuttle handloom as per the provided yarn and pattern or design specifications.

### Personal Attributes

A two shaft handloom weaver should have physical skills like dexterity, hand-eye-leg coordination, motor skills, strength, stamina and ability to handle heavy equipment. A two shaft handloom weaver should also have sensory skills like hearing ability and vision (normal distance vision, colour vision, night vision, peripheral vision, depth perception, ability to differentiate between colours, shade, depth and ability to change focus).

### Applicable National Occupational Standards (NOS)

#### Compulsory NOS:

1. [TSC/N7305: Carry out pre-weaving activities in handloom](#)
2. [TSC/N7306: Operate the handloom](#)
3. [TSC/N7307: Contribute to achieve quality in handloom weaving](#)
4. [TSC/N9015: Follow machine, safety, and organizational guidelines in textile sector](#)
5. [TSC/N9016: Follow teamwork, adaptability, and communication guidelines in textile sector](#)

### Qualification Pack (QP) Parameters

<b>Sector</b>	Textile
<b>Sub-Sector</b>	Handloom & Khadi
<b>Occupation</b>	Weaver
<b>Country</b>	India
<b>NSQF Level</b>	4
<b>Aligned to NCO/ISCO/ISIC Code</b>	NCO-2015/7318.58

<b>Minimum Educational Qualification &amp; Experience</b>	Basic Literacy and Numeracy with 0-6 Months of experience in handloom weaving
<b>Minimum Level of Education for Training in School</b>	9th Class
<b>Pre-Requisite License or Training</b>	NA
<b>Minimum Job Entry Age</b>	16 Years
<b>Last Reviewed On</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Approval Date</b>	
<b>Version</b>	2.0

## TSC/N7305: Carry out pre-weaving activities in handloom

### Description

This OS unit is about performance criteria, knowledge and understanding and generic skills required for executing necessary techniques to undertake pre-weaving activities such as drafting, denting, filling pirns, preparing the two shaft looms and analysing the design.

### Scope

The scope covers the following :

- Undertake the pre-weaving activities

### Elements and Performance Criteria

#### *Undertake the pre-weaving activities*

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

- PC1.** implement the steps to gait the warp sheets as per standard operating procedure
- PC2.** check the functioning of loom mechanisms like shedding, picking, let-off, beating and take-up
- PC3.** check the availability of weaver's beam as per design specifications
- PC4.** verify the condition of the weaver's beam including the selvedge for cross ends, ends pulling out, etc.
- PC5.** ensure that all spare material, raw material, tools, accessories, fabric are stored at designated areas
- PC6.** employ basic techniques to ensure that the attached warp sheet is drafted and dented as per the instructions and design specifications provided
- PC7.** calculate the number of shuttles required and keep them ready with properly loaded coloured pirns as per the design specifications
- PC8.** check the availability and condition of the shuttle, weft yarn and filled pirns
- PC9.** comprehend the given design such as plain or its variations which needs to be woven
- PC10.** adjust the treadle straps as per the required shed height

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** guidelines and standards for quality handloom weaving
- KU2.** scope of work, responsibility and reporting procedure
- KU3.** method to obtain further information on work related tasks
- KU4.** different parts of the handloom such as beams, healds, heald shafts, treadles, reed, etc.
- KU5.** different types of fibres, yarns, count, twist, etc.
- KU6.** types of basic weaves- plain and its variations

- KU7.** details of shedding, picking take up and let off motions of two shaft hand loom and their functions
- KU8.** potential hazards associated with the preparation of two shaft handloom and the safety precautions
- KU9.** technical terms associated with all pre-loom operations
- KU10.** treadle strap tying methods
- KU11.** types of tools and equipment used
- KU12.** step-by-step process flow involved in the pre-loom operations
- KU13.** causes for fabric defects due to improper pre-loom activities and defective loom

### **Generic Skills (GS)**

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

- GS1.** write in local or English language of instructions received from clients or master weaver
- GS2.** read and interpret documents in local or English language
- GS3.** listen attentively
- GS4.** talk effectively to convey information succinctly and unequivocally
- GS5.** interpret contractor or clients work requirements and other weaving related specifications correctly plan and organize own work as per timelines and commitments
- GS6.** provide opinion on work in a detailed and constructive way

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Undertake the pre-weaving activities</i>	<b>100</b>	<b>190</b>	-	-
<b>PC1.</b> implement the steps to gait the warp sheets as per standard operating procedure	-	-	-	-
<b>PC2.</b> check the functioning of loom mechanisms like shedding, picking, let-off, beating and take-up	-	-	-	-
<b>PC3.</b> check the availability of weaver's beam as per design specifications	-	-	-	-
<b>PC4.</b> verify the condition of the weaver's beam including the selvedge for cross ends, ends pulling out, etc.	-	-	-	-
<b>PC5.</b> ensure that all spare material, raw material, tools, accessories, fabric are stored at designated areas	-	-	-	-
<b>PC6.</b> employ basic techniques to ensure that the attached warp sheet is drafted and dented as per the instructions and design specifications provided	-	-	-	-
<b>PC7.</b> calculate the number of shuttles required and keep them ready with properly loaded coloured pirns as per the design specifications	-	-	-	-
<b>PC8.</b> check the availability and condition of the shuttle, weft yarn and filled pirns	-	-	-	-
<b>PC9.</b> comprehend the given design such as plain or its variations which needs to be woven	-	-	-	-
<b>PC10.</b> adjust the treadle straps as per the required shed height	-	-	-	-
<b>NOS Total</b>	<b>100</b>	<b>190</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TSC/N7305
<b>NOS Name</b>	Carry out pre-weaving activities in handloom
<b>Sector</b>	Textile
<b>Sub-Sector</b>	Handloom & Khadi
<b>Occupation</b>	Weaver
<b>NSQF Level</b>	4
<b>Credits</b>	TBD
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	



## TSC/N7306: Operate the handloom

### Description

This OS unit is about performance criteria, knowledge and understanding and generic skills required for operating the two shaft handloom, mending of warp and weft breaks, and other related work responsibilities while weaving basic weaves and its derivatives on a two shaft handloom.

### Scope

The scope covers the following :

- Operate the two shaft handloom
- Mend warp and weft breaks
- Other work responsibilities in two shaft handloom weaving

### Elements and Performance Criteria

#### *Operate the two shaft handloom*

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

- PC1.** check the starting position of the two shaft handloom parts like heald shafts, reed, shuttle, warp beam and cloth beam
- PC2.** carry-out the primary, secondary and auxiliary weaving operations on the two-shaft handloom to weave the fabric as per design specifications
- PC3.** use raw materials as per the specifications provided
- PC4.** maintain required weft tension through the weaving operation
- PC5.** carry out pirn and shuttle changes as per the design specifications
- PC6.** maintain fabric width using temples or wooden staves
- PC7.** maintain constant warp tension during weaving by adjusting the 'let-off' and 'take-up' functions as and when required
- PC8.** employ techniques to make adjustments promptly to ensure the hand-woven fabric matches the specification

#### *Mend warp and weft breaks*

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

- PC9.** identify the broken warp end by standard technique
- PC10.** mend the broken end using weaver's knot using allotted thrums
- PC11.** draw the mended warp yarn through the heald, reed dent as per the prescribed weave drawing order using drawing hook
- PC12.** fix the drawn broken end outside the fell of cloth
- PC13.** take the broken weft out of the shed as per specified procedure
- PC14.** insert shuttle from the broken weft position to continue the weft supply by following standard procedure
- PC15.** check the weft pattern as per the specified design
- PC16.** change the pirn and shuttle as per specified design

#### *Other work responsibilities in two shaft handloom weaving*

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

- PC17.** follow timelines for fabric production and delivery
- PC18.** store the required weft pirns and warp thrums in the allocated place
- PC19.** operate the two shaft handloom without weft crack
- PC20.** monitor the condition of healds and shafts at specified intervals
- PC21.** doff and store the cloth roller as per the SOP
- PC22.** clear the surface damages of the shuttle using specified emery sheet

### **Knowledge and Understanding (KU)**

The individual on the job needs to know and understand:

- KU1.** the cooperative society/NGO/SHG/cluster policies, procedures, guidelines and standards for quality
- KU2.** potential hazards associated with the two shaft weaving operation and with the safety precautions
- KU3.** weavability of various yarns such as natural fibres, manmade fibres and blended fibres on hand looms
- KU4.** various types of looms for woven fabric production
- KU5.** types of shuttles used for handloom woven fabric production
- KU6.** types of emery paper and its usage in handloom weaving place
- KU7.** various types of shedding mechanism and its working principle
- KU8.** different types of weaves such as plain, twill, satin, jacquard designs, etc.
- KU9.** remedies of various types of fabric defects such as weaver oriented, machine oriented, raw material oriented, etc.
- KU10.** tolerance limits for cloth width, Ends Per Inch (EPI), Picks Per Inch (PPI), etc.

### **Generic Skills (GS)**

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

- GS1.** write clear and short sentences in the production record book
- GS2.** communicate with weavers and master weavers as per standard protocol
- GS3.** comprehend written basic weave and its derivatives fabric production instructions
- GS4.** perform basic arithmetical calculations to calculate fabric production, yarn requirements, etc.

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Operate the two shaft handloom</i>	<b>40</b>	<b>70</b>	-	-
<b>PC1.</b> check the starting position of the two shaft handloom parts like heald shafts, reed, shuttle, warp beam and cloth beam	-	-	-	-
<b>PC2.</b> carry-out the primary, secondary and auxiliary weaving operations on the two-shaft handloom to weave the fabric as per design specifications	-	-	-	-
<b>PC3.</b> use raw materials as per the specifications provided	-	-	-	-
<b>PC4.</b> maintain required weft tension through the weaving operation	-	-	-	-
<b>PC5.</b> carry out pirn and shuttle changes as per the design specifications	-	-	-	-
<b>PC6.</b> maintain fabric width using temples or wooden staves	-	-	-	-
<b>PC7.</b> maintain constant warp tension during weaving by adjusting the 'let-off' and 'take-up' functions as and when required	-	-	-	-
<b>PC8.</b> employ techniques to make adjustments promptly to ensure the hand-woven fabric matches the specification	-	-	-	-
<i>Mend warp and weft breaks</i>	<b>30</b>	<b>60</b>	-	-
<b>PC9.</b> identify the broken warp end by standard technique	-	-	-	-
<b>PC10.</b> mend the broken end using weaver's knot using allotted thrums	-	-	-	-
<b>PC11.</b> draw the mended warp yarn through the heald, reed dent as per the prescribed weave drawing order using drawing hook	-	-	-	-
<b>PC12.</b> fix the drawn broken end outside the fell of cloth	-	-	-	-

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC13.</b> take the broken weft out of the shed as per specified procedure	-	-	-	-
<b>PC14.</b> insert shuttle from the broken weft position to continue the weft supply by following standard procedure	-	-	-	-
<b>PC15.</b> check the weft pattern as per the specified design	-	-	-	-
<b>PC16.</b> change the pirn and shuttle as per specified design	-	-	-	-
<i>Other work responsibilities in two shaft handloom weaving</i>	<b>30</b>	<b>60</b>	-	-
<b>PC17.</b> follow timelines for fabric production and delivery	-	-	-	-
<b>PC18.</b> store the required weft pirns and warp thrumbs in the allocated place	-	-	-	-
<b>PC19.</b> operate the two shaft handloom without weft crack	-	-	-	-
<b>PC20.</b> monitor the condition of healds and shafts at specified intervals	-	-	-	-
<b>PC21.</b> doff and store the cloth roller as per the SOP	-	-	-	-
<b>PC22.</b> clear the surface damages of the shuttle using specified emery sheet	-	-	-	-
<b>NOS Total</b>	<b>100</b>	<b>190</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TSC/N7306
<b>NOS Name</b>	Operate the handloom
<b>Sector</b>	Textile
<b>Sub-Sector</b>	Handloom & Khadi
<b>Occupation</b>	Weaver
<b>NSQF Level</b>	4
<b>Credits</b>	TBD
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## TSC/N7307: Contribute to achieve quality in handloom weaving

### Description

This unit provides performance criteria, knowledge and understanding and skills and abilities required to monitor and maintain the fabric quality woven on the two shaft handloom as per specifications.

### Scope

The scope covers the following :

- Produce quality fabrics in two shaft handloom

### Elements and Performance Criteria

#### *Produce quality fabrics in two shaft handloom*

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

- PC1.** identify and use raw materials as per the specifications provided
- PC2.** identify faulty materials and components and get them rectified
- PC3.** identify mendable basic weave fabric defects for rework
- PC4.** make adjustments promptly to ensure the hand-woven fabric matches the specifications
- PC5.** carry out quality checks at specified intervals according to the specifications
- PC6.** apply the allowed tolerances in the weaving operation
- PC7.** identify materials and components which can cause crease, stain and damage to the woven fabric

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** the cooperative society/NGO/SHG/cluster policies, procedures, guidelines and standards for quality
- KU2.** woven fabric grading points
- KU3.** basic weave woven fabric quality requirements
- KU4.** mendable and non-mendable woven fabric defects

### Generic Skills (GS)

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

- GS1.** write clear and short sentences with respect to quality achieved
- GS2.** comprehend written quality instructions
- GS3.** communicate with weavers and master weavers as per standard protocol

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Produce quality fabrics in two shaft handloom</i>	<b>25</b>	<b>55</b>	-	-
<b>PC1.</b> identify and use raw materials as per the specifications provided	-	-	-	-
<b>PC2.</b> identify faulty materials and components and get them rectified	-	-	-	-
<b>PC3.</b> identify mendable basic weave fabric defects for rework	-	-	-	-
<b>PC4.</b> make adjustments promptly to ensure the hand-woven fabric matches the specifications	-	-	-	-
<b>PC5.</b> carry out quality checks at specified intervals according to the specifications	-	-	-	-
<b>PC6.</b> apply the allowed tolerances in the weaving operation	-	-	-	-
<b>PC7.</b> identify materials and components which can cause crease, stain and damage to the woven fabric	-	-	-	-
<b>NOS Total</b>	<b>25</b>	<b>55</b>	-	-

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TSC/N7307
<b>NOS Name</b>	Contribute to achieve quality in handloom weaving
<b>Sector</b>	Textile
<b>Sub-Sector</b>	Handloom & Khadi
<b>Occupation</b>	Weaver
<b>NSQF Level</b>	4
<b>Credits</b>	TBD
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	



## TSC/N9015: Follow machine, safety, and organizational guidelines in textile sector

### Description

This unit provides performance criteria, knowledge and skills required to follow machine, safety and organizational guidelines in textile sector.

### Scope

The scope covers the following :

- Maintaining the work area, tools and machines
- Greening and energy conservation in textile sector
- Health, safety and response to emergencies at textile sector
- Organizational standards and policies

### Elements and Performance Criteria

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

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

- PC1.** handle materials, machinery, equipment and tools as per standard procedure
- PC2.** use appropriate material handling equipment and tools as per standard procedure
- PC3.** keep the equipment, machine and work area clean using appropriate cleaning tools as per standard procedure
- PC4.** undertake minor routine maintenance of equipment and tools as per standard maintenance procedure
- PC5.** maintain record for defective and unsafe equipment and tools
- PC6.** verify that machine guards are in place as per standard specifications
- PC7.** follow specified ergonomics for the assigned job role in textile sector
- PC8.** collect and store worn-out spare parts at specified location
- PC9.** report the condition of worn out parts as per standard procedure

#### *Greening and energy conservation in textile sector*

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

- PC10.** segregate wastes such as recyclable, non-recyclable, hazardous as per standard protocol
- PC11.** optimize usage of material and resources including water, electricity in various tasks
- PC12.** switch off the machines and lights when not in use

#### *Health, safety and response to emergencies at textile sector*

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

- PC13.** use Personal Protective Equipment (PPEs) like body protector, ear plugs, nose mask, head cap, etc. as per guidelines
- PC14.** identify abnormal sounds emanating from faulty or worn out machine parts and take appropriate action
- PC15.** avoid dependency on any type of intoxicants
- PC16.** maintain social distance as per the instruction at workplace

- PC17.** report hazardous material to superiors at workplace
- PC18.** use the various appropriate fire extinguishers on different types of fires correctly
- PC19.** follow the specified steps in case of electricity failure
- PC20.** lift heavy objects using correct lifting procedures
- PC21.** recall emergency exits, safe spots, etc. of workplace
- PC22.** practice mock drills and evacuation procedures organized by industry
- PC23.** assist others to reach to safe spots in emergency situations
- PC24.** provide basic first aid for injury to peers and report to superiors
- PC25.** interpret different signs, alarms and take action appropriately
- PC26.** follow the guidelines while working in hazards atmosphere
- PC27.** assist in designing the safety plans with peers and superiors
- PC28.** follow the approved safety plans at workplace

#### *Organizational standards and policies*

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

- PC29.** perform assigned duties as per organization's protocol within scheduled time period
- PC30.** follow organization policies, quality standards, rules and regulations for working in textile sector
- PC31.** motivate colleagues to follow operational guidelines of organization
- PC32.** wear specified uniform and follow etiquette as per standard guidelines for the textile sector
- PC33.** maintain hygienic working atmosphere as per protocol of the textile sector
- PC34.** submit lost and found articles as per standard protocol

### **Knowledge and Understanding (KU)**

The individual on the job needs to know and understand:

- KU1.** organizational standard procedures, quality standards, rules, codes, policies and safety standards in the textile sector
- KU2.** different type of tools and equipment used in textile sub- sector and their specifications and operating procedures
- KU3.** safe handling procedure of tools and equipment
- KU4.** the importance of displays and written instructions for the allocated machines
- KU5.** dos and donts specific to the assigned work responsibilities
- KU6.** protocol for minimizing the wastage of material, effort and time
- KU7.** organization's formats and procedures for reporting production, defects, faults, material/tool requisition and quality parameters and task completed for assigned job
- KU8.** schedule for cleaning and waste collection for the assigned job role
- KU9.** importance and standard procedure for disposal of soft, hard, non-hazardous and hazardous wastes and materials
- KU10.** available types of material handling equipment and handling methods used in the textile sector
- KU11.** hazards of unsafe workplace conditions and procedures in the textile industry and methods to avoid hazards

- KU12.** various types of fire extinguishers
- KU13.** importance of stable mental condition in case of emergency
- KU14.** correct work posture and importance of ergonomics for the assigned job role
- KU15.** organizational quality systems like quality circle, 5S, ISO, SA, etc. followed in the textile sector
- KU16.** importance of following work wear standards, behavioral protocols and etiquette in the textile sector
- KU17.** importance of energy conservation through proper maintenance schedule in the textile sector
- KU18.** procedures and formats for reporting lost and found material
- KU19.** different types of alarms and their significance

### **Generic Skills (GS)**

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

- GS1.** read and comprehend policies in notice boards displayed in the workplace
- GS2.** minimize the resource consumption for the assigned task
- GS3.** solve basic arithmetic calculations related to assigned job role
- GS4.** recognize and differentiate colors of materials used in textile sector
- GS5.** lift specified materials for the allotted task using prescribed ergonomic position
- GS6.** exhibit motor skill required for the allotted task

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Maintaining the work area, tools and machines</i>	<b>10</b>	<b>10</b>	-	<b>6</b>
<b>PC1.</b> handle materials, machinery, equipment and tools as per standard procedure	-	-	-	-
<b>PC2.</b> use appropriate material handling equipment and tools as per standard procedure	-	-	-	-
<b>PC3.</b> keep the equipment, machine and work area clean using appropriate cleaning tools as per standard procedure	-	-	-	-
<b>PC4.</b> undertake minor routine maintenance of equipment and tools as per standard maintenance procedure	-	-	-	-
<b>PC5.</b> maintain record for defective and unsafe equipment and tools	-	-	-	-
<b>PC6.</b> verify that machine guards are in place as per standard specifications	-	-	-	-
<b>PC7.</b> follow specified ergonomics for the assigned job role in textile sector	-	-	-	-
<b>PC8.</b> collect and store worn-out spare parts at specified location	-	-	-	-
<b>PC9.</b> report the condition of worn out parts as per standard procedure	-	-	-	-
<i>Greening and energy conservation in textile sector</i>	<b>7</b>	<b>10</b>	-	<b>6</b>
<b>PC10.</b> segregate wastes such as recyclable, non-recyclable, hazardous as per standard protocol	-	-	-	-
<b>PC11.</b> optimize usage of material and resources including water, electricity in various tasks	-	-	-	-
<b>PC12.</b> switch off the machines and lights when not in use	-	-	-	-
<i>Health, safety and response to emergencies at textile sector</i>	<b>32</b>	<b>40</b>	-	<b>28</b>

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC13.</b> use Personal Protective Equipment (PPEs) like body protector, ear plugs, nose mask, head cap, etc. as per guidelines	-	-	-	-
<b>PC14.</b> identify abnormal sounds emanating from faulty or worn out machine parts and take appropriate action	-	-	-	-
<b>PC15.</b> avoid dependency on any type of intoxicants	-	-	-	-
<b>PC16.</b> maintain social distance as per the instruction at workplace	-	-	-	-
<b>PC17.</b> report hazardous material to superiors at workplace	-	-	-	-
<b>PC18.</b> use the various appropriate fire extinguishers on different types of fires correctly	-	-	-	-
<b>PC19.</b> follow the specified steps in case of electricity failure	-	-	-	-
<b>PC20.</b> lift heavy objects using correct lifting procedures	-	-	-	-
<b>PC21.</b> recall emergency exits, safe spots, etc. of workplace	-	-	-	-
<b>PC22.</b> practice mock drills and evacuation procedures organized by industry	-	-	-	-
<b>PC23.</b> assist others to reach to safe spots in emergency situations	-	-	-	-
<b>PC24.</b> provide basic first aid for injury to peers and report to superiors	-	-	-	-
<b>PC25.</b> interpret different signs, alarms and take action appropriately	-	-	-	-
<b>PC26.</b> follow the guidelines while working in hazards atmosphere	-	-	-	-
<b>PC27.</b> assist in designing the safety plans with peers and superiors	-	-	-	-
<b>PC28.</b> follow the approved safety plans at workplace	-	-	-	-

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Organizational standards and policies</i>	<b>16</b>	<b>20</b>	-	<b>10</b>
<b>PC29.</b> perform assigned duties as per organization's protocol within scheduled time period	-	-	-	-
<b>PC30.</b> follow organization policies, quality standards, rules and regulations for working in textile sector	-	-	-	-
<b>PC31.</b> motivate colleagues to follow operational guidelines of organization	-	-	-	-
<b>PC32.</b> wear specified uniform and follow etiquette as per standard guidelines for the textile sector	-	-	-	-
<b>PC33.</b> maintain hygienic working atmosphere as per protocol of the textile sector	-	-	-	-
<b>PC34.</b> submit lost and found articles as per standard protocol	-	-	-	-
<b>NOS Total</b>	<b>65</b>	<b>80</b>	-	<b>50</b>

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TSC/N9015
<b>NOS Name</b>	Follow machine, safety, and organizational guidelines in textile sector
<b>Sector</b>	Textile
<b>Sub-Sector</b>	Generic - Textiles Handloom
<b>Occupation</b>	Generic - Textiles & Handloom
<b>NSQF Level</b>	4
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	NA
<b>NSQC Clearance Date</b>	

## TSC/N9016: Follow teamwork, adaptability, and communication guidelines in textile sector

### Description

This unit provides performance criteria, knowledge and skills required to follow team work, communication and adaptability in textile sector

### Scope

The scope covers the following :

- Teamwork and communication
- Adaptability

### Elements and Performance Criteria

#### *Teamwork, trust and communication*

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

- PC1.** contribute to create a positive work environment in the team
- PC2.** carry out tasks as per instructions received from superiors
- PC3.** contribute to team work as per allocated responsibility to complete the task by using appropriate tools and methods
- PC4.** build trust with team mates and superiors
- PC5.** implement the ideas after superior's approval at work place
- PC6.** communicate clearly with the team members as per standard protocol
- PC7.** use suggested hand signs, vocal sound signals to convey the information in the production area
- PC8.** listen effectively to the ideas and concerns of the peers
- PC9.** use correct and respectful terms while communicating as per industry policy
- PC10.** express views proactively and effectively
- PC11.** make efforts to resolve difference of opinion with superiors and team members
- PC12.** report to superior for problems identified in assigned duty
- PC13.** report the daily performance to superior in prescribed manner and formats

#### *Adaptability*

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

- PC14.** adapt to flexible work environment for the assigned task
- PC15.** adapt to work with various members of different ethnicity, gender and PwD without biases
- PC16.** consider opinions of colleagues, fitters, superiors for the assigned task
- PC17.** plan the work-routine within the limits of the responsibility
- PC18.** adopt new ideas after due approval from superior for improving the productivity

### Knowledge and Understanding (KU)



The individual on the job needs to know and understand:

- KU1.** importance of teamwork and discipline
- KU2.** limits and responsibilities for the assigned duties in the textile sector
- KU3.** possible conflicts in the assigned job role and methods to resolve the same
- KU4.** importance of teamwork, group discussions and healthy work environment
- KU5.** importance of reporting as per the standard protocol
- KU6.** hierarchy of communication and communication etiquettes in the textile sector
- KU7.** protocol for communication with different ethnicity, gender and PwD
- KU8.** report and grievance submission formats
- KU9.** importance of hand, vocal sound signals in the textile sector

### **Generic Skills (GS)**

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

- GS1.** read and comprehend written instructions
- GS2.** listen effectively for the instructions
- GS3.** coordinate with team mates for the allotted tasks
- GS4.** use and comprehend prescribed voice and hand signals in the textile production area
- GS5.** fill forms and prepare reports such as production report, material requisition forms, leave application, etc. as per standard formats

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Teamwork, trust and communication</i>	<b>10</b>	<b>15</b>	-	<b>5</b>
<b>PC1.</b> contribute to create a positive work environment in the team	-	-	-	-
<b>PC2.</b> carry out tasks as per instructions received from superiors	-	-	-	-
<b>PC3.</b> contribute to team work as per allocated responsibility to complete the task by using appropriate tools and methods	-	-	-	-
<b>PC4.</b> build trust with team mates and superiors	-	-	-	-
<b>PC5.</b> implement the ideas after superior's approval at work place	-	-	-	-
<b>PC6.</b> communicate clearly with the team members as per standard protocol	-	-	-	-
<b>PC7.</b> use suggested hand signs, vocal sound signals to convey the information in the production area	-	-	-	-
<b>PC8.</b> listen effectively to the ideas and concerns of the peers	-	-	-	-
<b>PC9.</b> use correct and respectful terms while communicating as per industry policy	-	-	-	-
<b>PC10.</b> express views proactively and effectively	-	-	-	-
<b>PC11.</b> make efforts to resolve difference of opinion with superiors and team members	-	-	-	-
<b>PC12.</b> report to superior for problems identified in assigned duty	-	-	-	-
<b>PC13.</b> report the daily performance to superior in prescribed manner and formats	-	-	-	-
<i>Adaptability</i>	<b>5</b>	<b>5</b>	-	<b>5</b>
<b>PC14.</b> adapt to flexible work environment for the assigned task	-	-	-	-

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC15.</b> adapt to work with various members of different ethnicity, gender and PwD without biases	-	-	-	-
<b>PC16.</b> consider opinions of colleagues, fitters, superiors for the assigned task	-	-	-	-
<b>PC17.</b> plan the work-routine within the limits of the responsibility	-	-	-	-
<b>PC18.</b> adopt new ideas after due approval from superior for improving the productivity	-	-	-	-
<b>NOS Total</b>	<b>15</b>	<b>20</b>	-	<b>10</b>

## National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TSC/N9016
<b>NOS Name</b>	Follow teamwork, adaptability, and communication guidelines in textile sector
<b>Sector</b>	Textile
<b>Sub-Sector</b>	Generic - Textiles Handloom
<b>Occupation</b>	Generic - Textiles & Handloom
<b>NSQF Level</b>	4
<b>Credits</b>	TBD
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
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## Assessment Guidelines and Assessment Weightage

### Assessment Guidelines

Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC.

The assessment for the theory part will be based on knowledge bank of questions created by the SSC.

Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below).

Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/ training center based on these criteria.

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.

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/N7305.Carry out pre-weaving activities in handloom	100	190	-	-	290	32
TSC/N7306.Operate the handloom	100	190	-	-	290	32
TSC/N7307.Contribute to achieve quality in handloom weaving	25	55	-	-	80	9
TSC/N9015.Follow machine, safety, and organizational guidelines in textile sector	65	80	-	50	195	22
TSC/N9016.Follow teamwork, adaptability, and communication guidelines in textile sector	15	20	-	10	45	5
<b>Total</b>	<b>305</b>	<b>535</b>	<b>-</b>	<b>60</b>	<b>900</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
<b>NGO</b>	Non - Governmental Organization
<b>SHG</b>	Self Help Group
<b>EPI</b>	Ends Per Inch
<b>PPI</b>	Picks Per Inch
<b>SOP</b>	Standard Operating Procedure

## 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.
<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.