



# Combing Operator

QP Code: TSC/Q0104

Version: 3.0

NSQF Level: 3

Textile Sector Skill Council || 14-H, 14th Floor, Hansalaya Building, 15, Barakhamba Road  
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## Qualification Pack

### TSC/Q0104: Combing Operator

#### Brief Job Description

A combing operator is responsible to carry out tenting activities in the comber machine. He should be able to operate the comber, ensure proper feeding of laps, piece the comber lap and sliver on breakage, doff the sliver cans and transport the delivery cans to the storage area

#### Personal Attributes

This job requires the individual to have thorough knowledge in process flow and material flow in a textile mill for yarn production and should be able to know the important functions and operations of all the machines in blowroom department

#### Applicable National Occupational Standards (NOS)

##### Compulsory NOS:

1. [TSC/N0110: Taking charge of shift and handing over shift to Combing machine operator](#)
2. [TSC/N0111: Operating the Combing Machine](#)
3. [TSC/N0112: Carryout creeling, piecing and doffing activities at Combing machine](#)
4. [TSC/N9001: Maintain work area, tools, and machines](#)
5. [TSC/N9002: Working in a team](#)
6. [TSC/N9003: Maintain health, safety and security at workplace](#)
7. [TSC/N9004: Comply with industry and organizational requirement](#)
8. [DGT/VSQ/N0101: Employability Skills \(30 Hours\)](#)

#### Qualification Pack (QP) Parameters

<b>Sector</b>	Textile
<b>Sub-Sector</b>	Spinning – Textiles
<b>Occupation</b>	Pre Spinning Operations
<b>Country</b>	India

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<b>NSQF Level</b>	3
<b>Credits</b>	13
<b>Aligned to NCO/ISCO/ISIC Code</b>	NCO-2015/8151.05
<b>Minimum Educational Qualification &amp; Experience</b>	9th Class (with no experience (OR) Grade 8 pass and pursuing continuous schooling in regular school with vocational subject with no experience (OR) 8th grade pass with 1 year of relevant experience (OR) 5th grade pass with 4 years of relevant experience (OR) Ability to read and write with 5 years of experience)
<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>	18 Years
<b>Last Reviewed On</b>	NA
<b>Next Review Date</b>	25/11/2024
<b>NSQC Approval Date</b>	17/11/2022
<b>Version</b>	3.0
<b>Reference code on NQR</b>	2022/TEXT/TSC/07039
<b>NQR Version</b>	1.0

## Qualification Pack

# TSC/N0110: Taking charge of shift and handing over shift to Combing machine operator

## Description

This unit is about taking charge of shift from previous shift Combing Machine operator and relieving the responsibilities to the next shift Combing Machine operator

## Scope

The scope covers the following :

- Taking charge of shift from Combing Machine
- Handing over the shift to next shift Combing Machine operator

## Elements and Performance Criteria

### *Taking charge of shift from Combing Machine*

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

1. come at least 10 - 15 minutes earlier to the work spot
2. bring the necessary operational tools to the comber department
3. meet the previous shift operator and discuss with him/ her regarding the issues faced by them with respect to the quality, production, spare, safety or any other specific instruction etc.
4. understand the hank produced, colour coding, followed in the combing department for his allocated number of machines
5. ensure the technical details are mentioned in the display board in the comber
6. check for the availability of the comber laps and spools in storage area
7. ensure all the machines are running properly, machines which are not running and problems if any should be clarified with the supervisor and operator
8. ensure proper functioning of combing machine parts
9. check the cleanliness of the machines & other work areas
10. check whether any spare/raw material/ tool / yarn / any other material are thrown under the machines or in the other work areas
11. should question the previous shift operator for any deviation in the above and should bring the same to the knowledge of his/ her shift superior as well that of the previous shift as well.
12. ensure the wastes collection boxes are empty while taking charge of shift
13. ensure the work spot is clean
14. ensure carding can randomization
15. take over the shift from the outgoing shift operator in a proper manner

### *Handing over the shift to next shift Combing Machine operator*

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

16. ensure in providing the details regarding hank produced, colour coding followed in the combing department for his allocated number of machines
17. provide all relevant information regarding the hank produced, damaged machine parts if any

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18. get clearance from the incoming counterpart before leaving the work spot
19. report to his/ her shift superiors as well as that of the incoming shift operator in case his/ her counterpart doesn't report for the incoming shift
20. ensure the shift has to be properly handed over to the incoming shift operator
21. report to his/ her shift superior about the quality / production / safety issues/any other issue faced in his/her shift and should leave the department only after getting concurrence for the same from his/ her superiors
22. collect the wastes from waste collection bags, weigh them and transport to storage area
23. ensure the work spot is clean

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** standard operating procedures (SOP) and regulations in a spinning/ textile mill
- KU2.** safe working practices to be adopted in spinning / textile mill
- KU3.** quality systems and other processes practiced in the spinning / textile mill
- KU4.** reporting to the supervisor or higher authority in case of emergency
- KU5.** color coding adopted for different counts in the spinning / textile mill
- KU6.** understand the importance of types of fibres, types of sliver, sliver hank, sliver defects, comber lap defects
- KU7.** process flow in a spinning / textile mill
- KU8.** material flow in a spinning / textile mill
- KU9.** importance of combing and combing machine
- KU10.** functions of different parts of comber
- KU11.** importance of colour coding followed for different hanks
- KU12.** guidelines for operating the comber machine
- KU13.** understanding the functions of different signal lamps
- KU14.** guidelines for taking charge of shift from previous shift Combing Machine operator
- KU15.** guidelines for handing over the shift to the next shift Combing Machine operator
- KU16.**
  - importance of material handling and types of material handling equipments used
  - equipments
- KU17.** functions and methodology for operating different material handling tools
- KU18.** knowledge of waste collection system & equipments used
- KU19.** importance of cleanliness at workplace
- KU20.** safety procedures to be followed

## Generic Skills (GS)

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

- GS1.** write clear and short sentences
- GS2.** comprehend written instructions

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- GS3.** communicate with supervisor appropriately
- GS4.** talk to others to convey information effectively
- GS5.** apply problem-solving approaches in different situations
- GS6.** refer anomalies to the supervisor
- GS7.** seek clarification on problems from others
- GS8.** apply good attention to detail
- GS9.** check your work is complete and free from errors
- GS10.** procedure to patrol around the combing machine
- GS11.** procedure to operate the different mechanisms in comber
- GS12.** procedure for patrolling around the combing department and identifying worn out or damaged machine parts
- GS13.** procedure to check the quality of sliver, comber lap and proper functioning of machine parts in combing machine
- GS14.** procedure for operating different material handling tools and equipments
- GS15.** maintain neatness at work

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Taking charge of shift from Combing Machine</i>	<b>23</b>	<b>25</b>	-	<b>18</b>
1. come at least 10 - 15 minutes earlier to the work spot	2	1	-	1
2. bring the necessary operational tools to the comber department	1	2	-	1
3. meet the previous shift operator and discuss with him/ her regarding the issues faced by them with respect to the quality, production, spare, safety or any other specific instruction etc.	2	1	-	2
4. understand the hank produced, colour coding, followed in the combing department for his allocated number of machines	2	2	-	2
5. ensure the technical details are mentioned in the display board in the comber	2	1	-	1
6. check for the availability of the comber laps and spools in storage area	1	2	-	1
7. ensure all the machines are running properly, machines which are not running and problems if any should be clarified with the supervisor and operator	1	2	-	1
8. ensure proper functioning of combing machine parts	2	2	-	1
9. check the cleanliness of the machines & other work areas	1	2	-	1
10. check whether any spare/raw material/ tool / yarn / any other material are thrown under the machines or in the other work areas	1	2	-	1
11. should question the previous shift operator for any deviation in the above and should bring the same to the knowledge of his/ her shift superior as well that of the previous shift as well.	2	1	-	1
12. ensure the wastes collection boxes are empty while taking charge of shift	1	2	-	1



## Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
13. ensure the work spot is clean	1	1	-	1
14. ensure carding can randomization	2	2	-	1
15. take over the shift from the outgoing shift operator in a proper manner	2	2	-	2
<i>Handing over the shift to next shift Combing Machine operator</i>	<b>12</b>	<b>11</b>	-	<b>11</b>
16. ensure in providing the details regarding hank produced, colour coding followed in the combing department for his allocated number of machines	2	2	-	2
17. provide all relevant information regarding the hank produced, damaged machine parts if any	2	1	-	2
18. get clearance from the incoming counterpart before leaving the work spot	2	1	-	2
19. report to his/ her shift superiors as well as that of the incoming shift operator in case his/ her counterpart doesn't report for the incoming shift	1	2	-	1
20. ensure the shift has to be properly handed over to the incoming shift operator	1	1	-	2
21. report to his/ her shift superior about the quality / production / safety issues/any other issue faced in his/her shift and should leave the department only after getting concurrence for the same from his/ her superiors	2	2	-	-
22. collect the wastes from waste collection bags, weigh them and transport to storage area	1	1	-	1
23. ensure the work spot is clean	1	1	-	1
<b>NOS Total</b>	<b>35</b>	<b>36</b>	-	<b>29</b>

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### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TSC/N0110
<b>NOS Name</b>	Taking charge of shift and handing over shift to Combing machine operator
<b>Sector</b>	Textile
<b>Sub-Sector</b>	Spinning – Textiles
<b>Occupation</b>	Pre Spinning Operations
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	25/11/2021
<b>Next Review Date</b>	25/11/2024
<b>NSQC Clearance Date</b>	17/11/2022

## Qualification Pack

### TSC/N0111: Operating the Combing Machine

#### Description

This unit is about carrying out procedure for operating the combing machine and carrying out cleaning and maintenance activities in comber

#### Scope

The scope covers the following :

- Operating the machine
- Carryout cleaning activities
- Carryout maintenance activities
- Material handling & safety at workplace
- Other tenting responsibilities

#### Elements and Performance Criteria

##### *Operating the machine*

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

- PC1.** make sure that necessary changes and tests are carried out and follow the instructions of the superiors before running the machine
- PC2.** operate the control switches for starting and stopping the machine
- PC3.** follow the different signal lamps in machine
- PC4.** identify the mixing by looking at the hank board affixed on the machine
- PC5.** sliver display monitor must be kept on while the machine is working
- PC6.** ensure proper functioning of comber by verifying in the display panel
- PC7.** check whether the comber lap is properly fed
- PC8.** replenish the laps with minimum waste
- PC9.** remove the roller lapping without damaging cots
- PC10.** draw the cotton web to the delivery zone
- PC11.** piece the sliver during breakage
- PC12.** doff the full comber sliver can
- PC13.** view the display panel and identify the reasons for machine stoppages if any
- PC14.** ensure the machine is running in the set speed by viewing the display panel
- PC15.** ensure the working area is clean

##### *Carryout cleaning activities*

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

- PC16.** ensure surface of the comber lap fed is free from defects / damages
- PC17.** ensure the sliver produced is free from surface damages
- PC18.** clean the can castors before putting the cans to the comber
- PC19.** ensure the sliver cans are clean before feeding in the doffing zone

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- PC20.** segregate the wastes collected and deposit at the respective waste bins
- PC21.** remove the defect in slivers
- PC22.** support the mechanic while carrying out cleaning & maintenance activities
- PC23.** use proper tools for cleaning
- PC24.** ensure the comber table is cleaned at regular intervals
- PC25.** carryout cleaning activities in creeling zone, drafting zone, and delivery zone
- PC26.** ensure that the nipper, half lap, top comb, drafting zone, table, calendaring zone, trumpet, coilers etc. are clean
- PC27.** collect the noils in the comber machine at the specified intervals
- PC28.** clean the comber once in a shift and remove cotton sticking if any
- PC29.** clean the wastes around the machine
- PC30.** deposit the lap / sliver waste mixing wise in the containers provided near the machine
- PC31.** ensure safety while carrying out cleaning
- PC32.** ensuring the wastes collected are deposited in the respective hank wise waste box
- PC33.** ensure combing area is clean

### *Carryout maintenance activities*

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

- PC34.** support the fitter for carrying out maintenance activities
- PC35.** ensure the draft variation on cv% is within the limits and if its abnormal report it to superiors
- PC36.** ensure the noils are removed as per the set limits, if abnormal should be reported to the superiors
- PC37.** attend roller lapping, chocking of lap, sliver and ensure minimum waste
- PC38.** carry out wheel changes/ hank changes as per supervisor's instructions
- PC39.** ensure roller lapping doesn't happen frequently
- PC40.** ensure the rollers are dry enough to avoid lapping
- PC41.** ensure the top comb is clean
- PC42.** ensure the surface of the comber table is smooth
- PC43.** release the pressure on top rollers of the drafting zone when the machine is to be stopped for longer duration
- PC44.** ensure the noil sortiment position in panel board is as per the direction of supervisors
- PC45.** inform superiors immediately if the sliver monitors alarm rings in the machine
- PC46.** inform the supervisor and maintenance incharge in case of a jam
- PC47.** report to the superiors and support him for carrying out maintenance activities, in case of any break-downs
- PC48.** support the fitter during minor breakdown

### *Material handling and safety at workplace*

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

- PC49.** ensure proper material handling of spool, comber lap, sliver, sliver can and empty can
- PC50.** ensure using proper material handling of tools and equipments
- PC51.** ensure safety while operating the comber
- PC52.** use the safety gadgets like caps, masks and shoes and verifying the safety stop motions

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### *Other tenting responsibilities*

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

- PC53.** ensure the sliver produced is free from outside damages
- PC54.** Inform superiors immediately, if any break down or fault in the machine is noticed
- PC55.** ensure the proper functioning of signal lamps
- PC56.** ensure that machine is working properly, if any deviations inform superiors immediately
- PC57.** collect the reusable wastes and weigh them at shift end and place them in specified area
- PC58.** provide all relevant informations of the current working process to the next shift operator before relieving

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** standard operating procedures (SOP) and regulations in a spinning/ textile mill
- KU2.** safe working practices to be adopted in spinning / textile mill
- KU3.** quality systems and other processes practiced in the spinning / textile mill
- KU4.** reporting to the supervisor or higher authority in case of emergency
- KU5.** color coding adopted for different counts in the spinning / textile mill
- KU6.** process and material flow in a textile spinning / textile mill
- KU7.** understanding the importance of fibres, types of yarn, types of sliver, sliver hank, importance of sliver and roving quality
- KU8.** importance of combing process
- KU9.** importance of combing and sliver formation
- KU10.** functions of various parts in a comber machine
- KU11.** importance & functions of different signal lamps
- KU12.** different control buttons used in comber
- KU13.** knowledge of different functions in display panel and procedure to operate the comber machine
- KU14.** types of wastes and procedure for collecting and segregating wastes
- KU15.** guidelines for operating the material handling tools and equipments
- KU16.** importance of cleanliness at work place
- KU17.** guidelines for carrying out cleaning activities
- KU18.** guidelines for carrying out maintenance activities
- KU19.** importance of color coding
- KU20.** importance of material handling
- KU21.** types of material handling equipments used
- KU22.** functions and methodology for operating different material handling equipments
- KU23.** importance of safety at workplace
- KU24.** safety gadgets used in a textile mill

## Generic Skills (GS)

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

- GS1.** write clear and short sentences
- GS2.** comprehend written instructions
- GS3.** communicate with supervisor appropriately
- GS4.** talk to others to convey information effectively
- GS5.** apply problem-solving approaches in different situations
- GS6.** refer anomalies to the supervisor
- GS7.** seek clarification on problems from others
- GS8.** apply good attention to detail
- GS9.** check your work is complete and free from errors
- GS10.** procedure to identify and remove the defects in comber lap and sliver
- GS11.** procedure for cleaning the wastes and waste segregation
- GS12.** procedure to remove roller lappings
- GS13.** procedure to carryout cleaning activities
- GS14.** procedure for cleaning mechanisms of the creel zone, drafting zone and delivery zone
- GS15.** procedure to carryout basic maintenance activities
- GS16.** maintain cleanliness at work place

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Operating the machine</i>	<b>19</b>	<b>28</b>	-	<b>19</b>
<b>PC1.</b> make sure that necessary changes and tests are carried out and follow the instructions of the superiors before running the machine	-	-	-	-
<b>PC2.</b> operate the control switches for starting and stopping the machine	-	-	-	-
<b>PC3.</b> follow the different signal lamps in machine	-	-	-	-
<b>PC4.</b> identify the mixing by looking at the hank board affixed on the machine	-	-	-	-
<b>PC5.</b> sliver display monitor must be kept on while the machine is working	-	-	-	-
<b>PC6.</b> ensure proper functioning of comber by verifying in the display panel	-	-	-	-
<b>PC7.</b> check whether the comber lap is properly fed	-	-	-	-
<b>PC8.</b> replenish the laps with minimum waste	-	-	-	-
<b>PC9.</b> remove the roller lapping without damaging cots	-	-	-	-
<b>PC10.</b> draw the cotton web to the delivery zone	-	-	-	-
<b>PC11.</b> piece the sliver during breakage	-	-	-	-
<b>PC12.</b> doff the full comber sliver can	-	-	-	-
<b>PC13.</b> view the display panel and identify the reasons for machine stoppages if any	-	-	-	-
<b>PC14.</b> ensure the machine is running in the set speed by viewing the display panel	-	-	-	-
<b>PC15.</b> ensure the working area is clean	-	-	-	-
<i>Carryout cleaning activities</i>	<b>21</b>	<b>34</b>	-	<b>18</b>
<b>PC16.</b> ensure surface of the comber lap fed is free from defects / damages	-	-	-	-

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC17.</b> ensure the sliver produced is free from surface damages	-	-	-	-
<b>PC18.</b> clean the can castors before putting the cans to the comber	-	-	-	-
<b>PC19.</b> ensure the sliver cans are clean before feeding in the doffing zone	-	-	-	-
<b>PC20.</b> segregate the wastes collected and deposit at the respective waste bins	-	-	-	-
<b>PC21.</b> remove the defect in slivers	-	-	-	-
<b>PC22.</b> support the mechanic while carrying out cleaning & maintenance activities	-	-	-	-
<b>PC23.</b> use proper tools for cleaning	-	-	-	-
<b>PC24.</b> ensure the comber table is cleaned at regular intervals	-	-	-	-
<b>PC25.</b> carryout cleaning activities in creeling zone, drafting zone, and delivery zone	-	-	-	-
<b>PC26.</b> ensure that the nipper, half lap, top comb, drafting zone, table, calendaring zone, trumpet, coilers etc. are clean	-	-	-	-
<b>PC27.</b> collect the noils in the comber machine at the specified intervals	-	-	-	-
<b>PC28.</b> clean the comber once in a shift and remove cotton sticking if any	-	-	-	-
<b>PC29.</b> clean the wastes around the machine	-	-	-	-
<b>PC30.</b> deposit the lap / sliver waste mixing wise in the containers provided near the machine	-	-	-	-
<b>PC31.</b> ensure safety while carrying out cleaning	-	-	-	-
<b>PC32.</b> ensuring the wastes collected are deposited in the respective hank wise waste box	-	-	-	-
<b>PC33.</b> ensure combing area is clean	-	-	-	-
<i>Carryout maintenance activities</i>	<b>19</b>	<b>27</b>	-	<b>19</b>



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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC34.</b> support the fitter for carrying out maintenance activities	-	-	-	-
<b>PC35.</b> ensure the draft variation on cv% is within the limits and if its abnormal report it to superiors	-	-	-	-
<b>PC36.</b> ensure the noils are removed as per the set limits, if abnormal should be reported to the superiors	-	-	-	-
<b>PC37.</b> attend roller lapping, chocking of lap, sliver and ensure minimum waste	-	-	-	-
<b>PC38.</b> carry out wheel changes/ hank changes as per supervisor's instructions	-	-	-	-
<b>PC39.</b> ensure roller lapping doesn't happen frequently	-	-	-	-
<b>PC40.</b> ensure the rollers are dry enough to avoid lapping	-	-	-	-
<b>PC41.</b> ensure the top comb is clean	-	-	-	-
<b>PC42.</b> ensure the surface of the comber table is smooth	-	-	-	-
<b>PC43.</b> release the pressure on top rollers of the drafting zone when the machine is to be stopped for longer duration	-	-	-	-
<b>PC44.</b> ensure the noil sortiment position in panel board is as per the direction of supervisors	-	-	-	-
<b>PC45.</b> inform superiors immediately if the sliver monitors alarm rings in the machine	-	-	-	-
<b>PC46.</b> inform the supervisor and maintenance incharge in case of a jam	-	-	-	-
<b>PC47.</b> report to the superiors and support him for carrying out maintenance activities, in case of any break-downs	-	-	-	-
<b>PC48.</b> support the fitter during minor breakdown	-	-	-	-
<i>Material handling and safety at workplace</i>	<b>7</b>	<b>8</b>	-	<b>4</b>

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC49.</b> ensure proper material handling of spool, comber lap, sliver, sliver can and empty can	-	-	-	-
<b>PC50.</b> ensure using proper material handling of tools and equipments	-	-	-	-
<b>PC51.</b> ensure safety while operating the comber	-	-	-	-
<b>PC52.</b> use the safety gadgets like caps, masks and shoes and verifying the safety stop motions	-	-	-	-
<i>Other tenting responsibilities</i>	<b>8</b>	<b>10</b>	-	<b>9</b>
<b>PC53.</b> ensure the sliver produced is free from outside damages	-	-	-	-
<b>PC54.</b> Inform superiors immediately, if any break down or fault in the machine is noticed	-	-	-	-
<b>PC55.</b> ensure the proper functioning of signal lamps	-	-	-	-
<b>PC56.</b> ensure that machine is working properly, if any deviations inform superiors immediately	-	-	-	-
<b>PC57.</b> collect the reusable wastes and weigh them at shift end and place them in specified area	-	-	-	-
<b>PC58.</b> provide all relevant informations of the current working process to the next shift operator before relieving	-	-	-	-
<b>NOS Total</b>	<b>74</b>	<b>107</b>	-	<b>69</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TSC/N0111
<b>NOS Name</b>	Operating the Combing Machine
<b>Sector</b>	Textile
<b>Sub-Sector</b>	Spinning – Textiles
<b>Occupation</b>	Pre Spinning Operations
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	25/11/2021
<b>Next Review Date</b>	25/11/2024
<b>NSQC Clearance Date</b>	17/11/2022

## Qualification Pack

# TSC/N0112: Carryout creeling, piecing and doffing activities at Combing machine

## Description

This unit is about carrying out tenting, cleaning and maintenance activities in comber machine

## Scope

The scope covers the following :

- Creeling the sliver
- Attending the machine on stoppage
- Piecing and drawing the comber sliver
- Piecing the sliver on breakage at delivery zone
- Carrying out doffing

## Elements and Performance Criteria

### *Creeling the sliver*

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

1. explain the mixings, hanks and the colour codification used
2. check and verify whether the correct hank of comber laps trolleys are taken for creeling
3. follow proper colour coding of comber laps
4. creel the required number of cans and drawing the sliver forward
5. follow prescribed creeling procedure for creeling the comber laps
6. demonstrate laps passing through all guide rollers, comber table and stop motions
7. follow prescribed material handling of spool and comber laps

### *Attending the machine on stoppage*

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

8. identify the machine stoppage by viewing the signal lamps and in display panel
9. check the reason for stoppage and attend it
10. take minimum time for attending the roller lapping, comber web breakage and sliver breakage

### *Piecing and drawing the comber sliver*

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

11. take minimum time for attending the breakage at creel zone
12. identify the reason for breakage whether it is due to roller lapping, comber web breakage or due to comber lap exhaust
13. follow the instruction /method specified in SOP while feeding the comber lap
14. check the combing action is properly carried out by viewing
15. check that the thickness of comber web produced is uniform
16. draw and feed the comber web via calendar roll and trumpet for sliver formation
17. use guides inside the comber head for control the floating of web

## Qualification Pack

18. check and confirm that all slivers are uniformly drawn through comber table to the calendaring zone
19. follow standard piecing procedure and quality of piecing as per standards
20. check that all slivers are uniformly calendared and drafted in drafting zone
21. take minimum time for drawing the sliver
22. check whether the drafted sliver is passing through the conveyor belt to coiler zone without slippage
23. keep the sliver waste in the waste collection pocket provided and then put in the waste collection box
24. store the collected waste in hank/mix wise in storage area

### *Piecing the sliver on breakage at delivery zone*

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

25. open the Calendaring zone in prescribed method
26. feed the sliver into trumpet provided in delivery zone
27. feed the sliver with prescribed method without disturbing its quality
28. produce minimum waste only during piecing of sliver at delivery zone
29. check proper functioning of machine post piecing
30. check cleanliness of calendaring zone before piecing sliver
31. segregate the reusable wastes, weigh and record them in a register
32. transfer the reusable wastes to blowroom/storage area
33. check and ensure produced sliver is free from hooks and surface damages
34. check and confirm the quality of produced sliver with Quality department as well as from superior and then run the machine
35. piece the sliver in minimum time period
36. follow the safety aspects and PPE wearing while working in machine

### *Carrying out doffing*

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

37. bring the empty can from storage place or from previous department
38. feed the cans in can magazine after cleaning can caster waste
39. view the display panel to know the machine for doff
40. keep sufficient empty can's in coiler magazine for auto doffing
41. keep the empty can near the doffing machine in manual doffing
42. doff the full sliver can in case of manual doffing

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** standard operating procedures (SOP) and regulations in a spinning/ textile mill
- KU2.** safe working practices to be adopted in spinning / textile mill
- KU3.** quality systems and other processes practiced in the spinning / textile mill
- KU4.** reporting to the supervisor or higher authority in case of emergency

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- KU5.** color coding adopted for different counts in the spinning / textile mill
- KU6.** Process flow and material flow in spinning / textile mill
- KU7.** Functions of comber machine
- KU8.** Functions of control switches and signal lamps
- KU9.** Importance of creeling
- KU10.** Importance of piecing
- KU11.** Importance of doffing
- KU12.** Importance of colour coding
- KU13.** Importance of sliver quality
- KU14.** Guidelines for creeling the comber lap
- KU15.** Guidelines for drawing the comber web in comber table and sliver formation
- KU16.** Guidelines for drawing sliver through calendaring
- KU17.** Guidelines and precautions for piecing the sliver
- KU18.** Guidelines and precautions for carrying out doffing activity
- KU19.** Knowledge of different functions in display panel and procedure to operate the machine
- KU20.** Importance of time management
- KU21.** Importance of material handling
- KU23.** Guidelines for material handling of various tools and equipments
- KU23.** Types of wastes and importance of collecting waste
- KU24.** Importance of cleanliness and safety at work place

## Generic Skills (GS)

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

- GS1.** write clear and short sentences
- GS2.** read and comprehend written instructions
- GS3.** communicate with supervisor appropriately
- GS4.** talk to others to convey information effectively
- GS5.** apply problem-solving approaches in different situations
- GS6.** refer anomalies to the supervisor
- GS7.** seek clarification on problems from others
- GS8.** apply good attention to detail
- GS9.** check your work is complete and free from errors
- GS10.** Procedure for creeling the comber lap
- GS11.** Procedure for drawing the comber web for sliver formation
- GS12.** Procedure for drawing the combed sliver in comber table
- GS13.** Procedure for condensing the sliver and feeding to coiler unit and delivery zone for sliver formation
- GS14.** Standard operating procedure for carrying out creeling activity
- GS15.** Standard operating procedure for carrying out piecing activity

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- GS16.** Standard operating procedure for carrying out doffing activity
- GS17.** Procedure for segregating the different types of cotton wastes
- GS18.** Procedure for storing reusable wastes and weighing them
- GS19.** Procedure for material handling of spool, comber lap, sliver, sliver can
- GS20.** Maintain cleanliness at work

## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Creeling the sliver</i>	<b>13</b>	<b>14</b>	-	<b>10</b>
1. explain the mixings, hanks and the colour codification used	2	1	-	3
2. check and verify whether the correct hank of comber laps trolleys are taken for creeling	2	2	-	2
3. follow proper colour coding of comber laps	1	2	-	1
4. creel the required number of cans and drawing the sliver forward	2	2	-	1
5. follow prescribed creeling procedure for creeling the comber laps	2	2	-	1
6. demonstrate laps passing through all guide rollers, comber table and stop motions	2	3	-	1
7. follow prescribed material handling of spool and comber laps	2	2	-	1
<i>Attending the machine on stoppage</i>	<b>4</b>	<b>6</b>	-	<b>3</b>
8. identify the machine stoppage by viewing the signal lamps and in display panel	1	2	-	1
9. check the reason for stoppage and attend it	2	2	-	1
10. take minimum time for attending the roller lapping, comber web breakage and sliver breakage	1	2	-	1
<i>Piecing and drawing the comber sliver</i>	<b>23</b>	<b>31</b>	-	<b>14</b>
11. take minimum time for attending the breakage at creel zone	1	2	-	1
12. identify the reason for breakage whether it is due to roller lapping, comber web breakage or due to comber lap exhaust	1	2	-	1
13. follow the instruction /method specified in SOP while feeding the comber lap	2	2	-	1



## Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
14. check the combing action is properly carried out by viewing	2	3	-	1
15. check that the thickness of comber web produced is uniform	2	3	-	1
16. draw and feed the comber web via calendar roll and trumpet for sliver formation	2	3	-	1
17. use guides inside the comber head for control the floating of web	2	2	-	1
18. check and confirm that all slivers are uniformly drawn through comber table to the calendaring zone	1	2	-	1
19. follow standard piecing procedure and quality of piecing as per standards	2	2	-	1
20. check that all slivers are uniformly calendared and drafted in drafting zone	2	2	-	1
21. take minimum time for drawing the sliver	1	2	-	1
22. check whether the drafted sliver is passing through the conveyor belt to coiler zone without slippage	2	2	-	1
23. keep the sliver waste in the waste collection pocket provided and then put in the waste collection box	2	2	-	1
24. store the collected waste in hank/mix wise in storage area	1	2	-	1
<i>Piecing the sliver on breakage at delivery zone</i>	<b>17</b>	<b>24</b>	-	<b>12</b>
25. open the Calendaring zone in prescribed method	2	2	-	1
26. feed the sliver into trumpet provided in delivery zone	2	2	-	1
27. feed the sliver with prescribed method without disturbing its quality	1	2	-	1
28. produce minimum waste only during piecing of sliver at delivery zone	2	2	-	1

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
29. check proper functioning of machine post piecing	2	2	-	1
30. check cleanliness of calendaring zone before piecing sliver	1	2	-	1
31. segregate the reusable wastes, weigh and record them in a register	1	2	-	1
32. transfer the reusable wastes to blowroom/storage area	1	2	-	1
33. check and ensure produced sliver is free from hooks and surface damages	1	2	-	1
34. check and confirm the quality of produced sliver with Quality department as well as from superior and then run the machine	2	2	-	1
35. piece the sliver in minimum time period	1	2	-	1
36. follow the safety aspects and PPE wearing while working in machine	1	2	-	1
<i>Carrying out doffing</i>	<b>10</b>	<b>12</b>	-	<b>7</b>
37. bring the empty can from storage place or from previous department	2	2	-	1
38. feed the cans in can magazine after cleaning can caster waste	1	2	-	1
39. view the display panel to know the machine for doff	2	2	-	1
40. keep sufficient empty can's in coiler magazine for auto doffing	1	2	-	1
41. keep the empty can near the doffing machine in manual doffing	2	2	-	1
42. doff the full sliver can in case of manual doffing	2	2	-	2
<b>NOS Total</b>	<b>67</b>	<b>87</b>	-	<b>46</b>

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TSC/N0112
<b>NOS Name</b>	Carryout creeling, piecing and doffing activities at Combing machine
<b>Sector</b>	Textile
<b>Sub-Sector</b>	Spinning – Textiles
<b>Occupation</b>	Pre Spinning Operations
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	2.0
<b>Last Reviewed Date</b>	25/11/2021
<b>Next Review Date</b>	25/11/2024
<b>NSQC Clearance Date</b>	17/11/2022

## Qualification Pack

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

#### Description

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

#### Scope

The scope covers the following :

- Maintaining the work area, tools and machines

#### Elements and Performance Criteria

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

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

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

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

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

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

## Generic Skills (GS)

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

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

## Assessment Criteria

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

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TSC/N9001
<b>NOS Name</b>	Maintain work area, tools, and machines
<b>Sector</b>	Textile
<b>Sub-Sector</b>	Spinning, Weaving, Processing, Knitting
<b>Occupation</b>	Textile Mill sector - Cotton
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	3.0
<b>Last Reviewed Date</b>	27/01/2022
<b>Next Review Date</b>	31/03/2025
<b>NSQC Clearance Date</b>	17/11/2022

## **TSC/N9002: Working in a team**

### **Description**

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

### **Scope**

The scope covers the following :

- commitment and trust
- communication
- adaptability
- creative freedom

### **Elements and Performance Criteria**

#### *Commitment and trust*

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

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

#### *Communication*

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

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

#### *Adaptability*

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

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

#### *Creative freedom*

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

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

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

The individual on the job needs to know and understand:

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



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

## Generic Skills (GS)

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

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

## Qualification Pack

### Assessment Criteria

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

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TSC/N9002
<b>NOS Name</b>	Working in a team
<b>Sector</b>	Textile
<b>Sub-Sector</b>	Spinning, Weaving, Processing, Knitting
<b>Occupation</b>	Textile Mill sector - Cotton
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	6.0
<b>Last Reviewed Date</b>	27/01/2022
<b>Next Review Date</b>	31/03/2025
<b>NSQC Clearance Date</b>	17/11/2022

## Qualification Pack

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

#### Description

This unit provides performance criteria, knowledge & understanding and skills & abilities required to comply with health, safety and security requirements at the workplace and covers procedures to prevent, control and minimize risk to self and others.

#### Scope

The scope covers the following :

- comply with health, safety and security requirements at work
- Recognizing the hazards
- Planning the safety techniques
- Implementing the programs

#### Elements and Performance Criteria

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

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

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

##### *Recognizing the hazards*

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

## Qualification Pack

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

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

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

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

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

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

## Generic Skills (GS)

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

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

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

## Assessment Criteria

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

## Qualification Pack

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



## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TSC/N9003
<b>NOS Name</b>	Maintain health, safety and security at workplace
<b>Sector</b>	Textile
<b>Sub-Sector</b>	Spinning, Weaving, Processing, Knitting
<b>Occupation</b>	Textile Mill sector - Cotton
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	5.0
<b>Last Reviewed Date</b>	27/01/2022
<b>Next Review Date</b>	31/03/2025
<b>NSQC Clearance Date</b>	17/11/2022

## Qualification Pack

### TSC/N9004: Comply with industry and organizational requirement

#### Description

This unit is about knowing, understanding, and complying with the requirements of the organization and the textile industry

#### Scope

The scope covers the following :

- self development
- team work
- organizational standards
- industry standards

#### Elements and Performance Criteria

##### *Self development*

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

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

##### *Team work*

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

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

##### *Organisational standards*

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

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

##### *Industry standards*

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

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

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

## Qualification Pack

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

## Generic Skills (GS)

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

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

## Qualification Pack

### Assessment Criteria

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

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	TSC/N9004
<b>NOS Name</b>	Comply with industry and organizational requirement
<b>Sector</b>	Textile
<b>Sub-Sector</b>	Spinning, Weaving, Processing, Knitting
<b>Occupation</b>	Textile Mill sector - Cotton
<b>NSQF Level</b>	3
<b>Credits</b>	TBD
<b>Version</b>	3.0
<b>Last Reviewed Date</b>	27/01/2022
<b>Next Review Date</b>	31/03/2025
<b>NSQC Clearance Date</b>	17/11/2022

## Qualification Pack

### DGT/VSQ/N0101: Employability Skills (30 Hours)

#### Description

This unit is about employability skills, Constitutional values, becoming a professional in the 21st Century, digital, financial, and legal literacy, diversity and Inclusion, English and communication skills, customer service, entrepreneurship, and apprenticeship, getting ready for jobs and career development.

#### Scope

The scope covers the following :

- Introduction to Employability Skills
- Constitutional values - Citizenship
- Becoming a Professional in the 21st Century
- Basic English Skills
- Communication Skills
- Diversity & Inclusion
- Financial and Legal Literacy
- Essential Digital Skills
- Entrepreneurship
- Customer Service
- Getting ready for Apprenticeship & Jobs

#### Elements and Performance Criteria

##### *Introduction to Employability Skills*

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

**PC1.** understand the significance of employability skills in meeting the job requirements

##### *Constitutional values – Citizenship*

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

**PC2.** identify constitutional values, civic rights, duties, personal values and ethics and environmentally sustainable practices

##### *Becoming a Professional in the 21st Century*

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

**PC3.** 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*

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

**PC4.** speak with others using some basic English phrases or sentences

##### *Communication Skills*

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

**PC5.** follow good manners while communicating with others

**PC6.** work with others in a team

### *Diversity & Inclusion*

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

**PC7.** communicate and behave appropriately with all genders and PwD

**PC8.** report any issues related to sexual harassment

### *Financial and Legal Literacy*

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

**PC9.** use various financial products and services safely and securely

**PC10.** calculate income, expenses, savings etc.

**PC11.** approach the concerned authorities for any exploitation as per legal rights and laws

### *Essential Digital Skills*

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

**PC12.** operate digital devices and use its features and applications securely and safely

**PC13.** use internet and social media platforms securely and safely

### *Entrepreneurship*

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

**PC14.** identify and assess opportunities for potential business

**PC15.** identify sources for arranging money and associated financial and legal challenges

### *Customer Service*

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

**PC16.** identify different types of customers

**PC17.** identify customer needs and address them appropriately

**PC18.** follow appropriate hygiene and grooming standards

### *Getting ready for apprenticeship & Jobs*

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

**PC19.** create a basic biodata

**PC20.** search for suitable jobs and apply

**PC21.** identify and register apprenticeship opportunities as per requirement

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

The individual on the job needs to know and understand:

**KU1.** need for employability skills

**KU2.** various constitutional and personal values

**KU3.** different environmentally sustainable practices and their importance

**KU4.** Twenty first (21st) century skills and their importance

**KU5.** how to use basic spoken English language

**KU6.** Do and dont of effective communication

**KU7.** inclusivity and its importance

**KU8.** different types of disabilities and appropriate communication and behaviour towards PwD

**KU9.** different types of financial products and services

## Qualification Pack

- KU10.** how to compute income and expenses
- KU11.** importance of maintaining safety and security in financial transactions
- KU12.** different legal rights and laws
- KU13.** how to operate digital devices and applications safely and securely
- KU14.** ways to identify business opportunities
- KU15.** types of customers and their needs
- KU16.** how to apply for a job and prepare for an interview
- KU17.** apprenticeship scheme and the process of registering on apprenticeship portal

## Generic Skills (GS)

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

- GS1.** communicate effectively using appropriate language
- GS2.** behave politely and appropriately with all
- GS3.** perform basic calculations
- GS4.** solve problems effectively
- GS5.** be careful and attentive at work
- GS6.** use time effectively
- GS7.** maintain hygiene and sanitisation to avoid infection



## Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Introduction to Employability Skills</i>	<b>1</b>	<b>1</b>	-	-
<b>PC1.</b> understand the significance of employability skills in meeting the job requirements	-	-	-	-
<i>Constitutional values – Citizenship</i>	<b>1</b>	<b>1</b>	-	-
<b>PC2.</b> identify constitutional values, civic rights, duties, personal values and ethics and environmentally sustainable practices	-	-	-	-
<i>Becoming a Professional in the 21st Century</i>	<b>1</b>	<b>3</b>	-	-
<b>PC3.</b> 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.	-	-	-	-
<i>Basic English Skills</i>	<b>2</b>	<b>3</b>	-	-
<b>PC4.</b> speak with others using some basic English phrases or sentences	-	-	-	-
<i>Communication Skills</i>	<b>1</b>	<b>1</b>	-	-
<b>PC5.</b> follow good manners while communicating with others	-	-	-	-
<b>PC6.</b> work with others in a team	-	-	-	-
<i>Diversity &amp; Inclusion</i>	<b>1</b>	<b>1</b>	-	-
<b>PC7.</b> communicate and behave appropriately with all genders and PwD	-	-	-	-
<b>PC8.</b> report any issues related to sexual harassment	-	-	-	-
<i>Financial and Legal Literacy</i>	<b>3</b>	<b>4</b>	-	-
<b>PC9.</b> use various financial products and services safely and securely	-	-	-	-

## Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC10.</b> calculate income, expenses, savings etc.	-	-	-	-
<b>PC11.</b> approach the concerned authorities for any exploitation as per legal rights and laws	-	-	-	-
<i>Essential Digital Skills</i>	<b>4</b>	<b>6</b>	-	-
<b>PC12.</b> operate digital devices and use its features and applications securely and safely	-	-	-	-
<b>PC13.</b> use internet and social media platforms securely and safely	-	-	-	-
<i>Entrepreneurship</i>	<b>3</b>	<b>5</b>	-	-
<b>PC14.</b> identify and assess opportunities for potential business	-	-	-	-
<b>PC15.</b> identify sources for arranging money and associated financial and legal challenges	-	-	-	-
<i>Customer Service</i>	<b>2</b>	<b>2</b>	-	-
<b>PC16.</b> identify different types of customers	-	-	-	-
<b>PC17.</b> identify customer needs and address them appropriately	-	-	-	-
<b>PC18.</b> follow appropriate hygiene and grooming standards	-	-	-	-
<i>Getting ready for apprenticeship &amp; Jobs</i>	<b>1</b>	<b>3</b>	-	-
<b>PC19.</b> create a basic biodata	-	-	-	-
<b>PC20.</b> search for suitable jobs and apply	-	-	-	-
<b>PC21.</b> identify and register apprenticeship opportunities as per requirement	-	-	-	-
<b>NOS Total</b>	<b>20</b>	<b>30</b>	-	-

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	DGT/VSQ/N0101
<b>NOS Name</b>	Employability Skills (30 Hours)
<b>Sector</b>	Cross Sectoral
<b>Sub-Sector</b>	Professional Skills
<b>Occupation</b>	Employability
<b>NSQF Level</b>	2
<b>Credits</b>	1
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	30/12/2024
<b>NSQC Clearance Date</b>	30/12/2021

## Assessment Guidelines and Assessment Weightage

### Assessment Guidelines

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC.
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.
3. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below).
4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/ training center based on these criteria.
5. In case of successfully passing only certain number of NOSs, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack.
6. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack.

**Minimum Aggregate Passing % at QP Level : 50**

(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/N0110.Taking charge of shift and handing over shift to Combing machine operator	35	36	-	29	100	12
TSC/N0111.Operating the Combing Machine	74	107	-	69	250	30
TSC/N0112.Carryout creeling, piecing and doffing activities at Combing machine	67	87	-	46	200	23
TSC/N9001.Maintain work area, tools, and machines	17	20	-	13	50	6
TSC/N9002.Working in a team	19	20	-	11	50	6
TSC/N9003.Maintain health, safety and security at workplace	32	40	-	28	100	11
TSC/N9004.Comply with industry and organizational requirement	15	20	-	15	50	6
DGT/VSQ/N0101.Employability Skills (30 Hours)	20	30	0	0	50	6
<b>Total</b>	<b>279</b>	<b>360</b>	<b>0</b>	<b>211</b>	<b>850</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

## Glossary

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

## Qualification Pack

<b>Knowledge and Understanding (KU)</b>	Knowledge and Understanding (KU) are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard.
<b>Organisational Context</b>	Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.
<b>Technical Knowledge</b>	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
<b>Core Skills/ Generic Skills (GS)</b>	Core skills or Generic Skills (GS) are a group of skills that are the key to learning and working in today's world. These skills are typically needed in any work environment in today's world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles.
<b>Electives</b>	Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives.
<b>Options</b>	Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options.