



Fitter - Chemical Processing (Textiles)

QP Code: TSC/Q5701

Version: 3.0

NSQF Level: 4

Textile Sector Skill Council || 14-H, 14th Floor, Hansalaya Building, 15, Barakhamba Road
New Delhi - 110001

Qualification Pack

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TSC/Q5701: Fitter - Chemical Processing (Textiles)

Brief Job Description

A Fitter - Chemical Processing (Textiles) is responsible for carrying out maintenance activities of all the machines in processing department like Singeing, CBR, Mercerizing, Drying Range, Jigger, Stenter, Jet dyeing, Soft flow, Calendaring, & finishing machines. He should carry out all the maintenance activities like erecting, dismantling, assembling, leveling, attending & resolving repairs and breakdowns in processing department. He should also carry out regular preventive maintenance activities thus ensuring proper functioning of all machines. This job requires the individual to have thorough knowledge of process flow and material flow in a processing unit for fabric production and should have sound technical knowledge on erecting the different sequence of machines in processing department.

Personal Attributes

A Fitter should have good eyesight, motor skills and vision. He/she should also have good interpersonal skills.

Applicable National Occupational Standards (NOS)

Compulsory NOS:

1. [TSC/N5701: Taking charge of shift and handing over shift to Fitter Processing](#)
2. [TSC/N5702: Carryout all types of Maintenance activities in Processing unit](#)
3. [TSC/N5703: Maintaining records & ensure spares availability in processing unit](#)
4. [TSC/N9015: Follow machine, safety, and organizational guidelines in textile sector](#)
5. [TSC/N9016: Follow teamwork, adaptability, and communication guidelines in textile sector](#)
6. [DGT/VSQ/N0101: Employability Skills \(30 Hours\)](#)

Qualification Pack (QP) Parameters

Sector	Textile
Sub-Sector	Processing - Textiles
Occupation	Maintenance - Processing Machines
Country	India

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NSQF Level	4
Credits	15
Aligned to NCO/ISCO/ISIC Code	NCO-2015/8154.99
Minimum Educational Qualification & Experience	11th Class (with no experience (OR) Completed 1st year of 3-year diploma (after 10th) and pursuing regular diploma with no experience (OR) 10th grade pass plus 1-year NTC/ NAC with no experience (OR) 8th grade pass plus 2-year NTC plus 1 Year NAC with no experience (OR) 8th pass plus 1-year NTC plus 1-Year NAC plus CITS with no experience (OR) 10th grade pass and pursuing continuous schooling (OR) 10th Grade Pass with 2 year relevant experience (OR) Previous relevant Qualification of NSQF Level 3.0 with minimum education as 5th Grade pass (OR) Previous relevant Qualification of NSQF Level 3.5 with 1 year relevant experience)
Minimum Level of Education for Training in School	
Pre-Requisite License or Training	NA
Minimum Job Entry Age	18 Years
Last Reviewed On	NA
Next Review Date	31/03/2025
NSQC Approval Date	17/11/2022
Version	3.0
Reference code on NQR	2022/TEXT/TSC/07089
NQR Version	1.0

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TSC/N5701: Taking charge of shift and handing over shift to Fitter Processing

Description

This unit is about taking charge of shift from previous shift fitter-Processing and relieving the responsibilities to the next shift fitter-Processing

Scope

The scope covers the following :

- Taking charge of shift from Fitter Processing
- Handing over shift to Fitter Processing

Elements and Performance Criteria

Taking charge of shift from fitter-Processing

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

1. come at least 10 - 15 minutes earlier to the work place
2. bring the necessary operational tools to the department
3. meet the previous shift fitter 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 fabric being processed & process running on the machine
5. ensure the technical details are mentioned on the job card display on the machine
6. check the next batch to be processed is ready near the machine
7. check the cleanliness of the machines & other work areas
8. Question the previous shift fitter for any deviation in the above and bring the same to the knowledge of his/ her shift superior as well that of the previous shift
9. hand over the shift to the incoming fitter-Processing in a proper manner
10. ensure in providing the details regarding fabric quality & the process running on the machine

Handing over shift to fitter-Processing

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

11. provide all relevant information regarding the stoppages or breakdown in the machine, any damage to the fabric or machine
12. ensure the empty trolley is near the machine for unloading the fabric
13. ensure the next lot to be processed is ready near the machine already stitched & arranged properly
14. ensure the required dyes & chemicals for the next lot or next process are weighed & prepared
15. get clearance from the incoming counterpart before leaving the work spot
16. report to his/ her shift superiors as well as that of the incoming shift supervisor in case his/ her counterpart doesn't report for the incoming shift
17. ensure the shift has to be properly handed over to the incoming shift fitter

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18. report to his/ her shift superior about the quality / production / safety issues/ any other issue faced in his/ her shift and leave the department only after getting concurrence for the same from his/ her superiors
19. collect the wastes from waste collection bags, weigh them and transport to storage area
20. ensure the your work area 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 processing unit
- KU2.** safe working practices to be adopted in processing unit
- KU3.** quality systems and other processes practiced in the processing unit
- KU4.** reporting to the supervisor or higher authority in case of emergency
- KU5.** color coding adopted for different counts in the processing unit
- KU6.** the importance of quality & productivity
- KU7.** various defects in the fabric due to yarn, weaving or processing
- KU8.** reasons for various defects in the fabric due to processing& their remedy
- KU9.** process flow in a processing unit
- KU10.** material flow in a processing unit
- KU11.** functions of various controls of the machine
- KU12.** importance of material handling and types of material handling equipment being used
- KU13.** importance of cleanliness at workplace
- KU14.** functions and methodology for operating different material handling equipment
- KU15.** the functions of various alarm signals
- KU16.** guidelines for operating the machine
- KU17.** guidelines for taking charge of shift from previous shift fitter-Processing
- KU18.** guidelines for handing over the shift to the next shift fitter-Processing
- KU19.** safety procedures to be followed while operating the machine

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

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- GS9.** check your work is complete and free from errors
- GS10.** Patrol around the machines & report any abnormal sound
- GS11.** Check various valves & traps
- GS12.** Procedure to operate different material handling tools and equipment
- GS13.** Check various control systems
- GS14.** maintain cleanliness at work place

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Taking charge of shift from fitter-Processing</i>	9	10	-	11
1. come at least 10 - 15 minutes earlier to the work place	-	-	-	-
2. bring the necessary operational tools to the department	-	-	-	-
3. meet the previous shift fitter 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 fabric being processed & process running on the machine	-	-	-	-
5. ensure the technical details are mentioned on the job card display on the machine	-	-	-	-
6. check the next batch to be processed is ready near the machine	-	-	-	-
7. check the cleanliness of the machines & other work areas	-	-	-	-
8. Question the previous shift fitter for any deviation in the above and bring the same to the knowledge of his/ her shift superior as well that of the previous shift	-	-	-	-
9. hand over the shift to the incoming fitter-Processing in a proper manner	-	-	-	-
10. ensure in providing the details regarding fabric quality & the process running on the machine	-	-	-	-
<i>Handing over shift to fitter-Processing</i>	9	10	-	11
11. provide all relevant information regarding the stoppages or breakdown in the machine, any damage to the fabric or machine	-	-	-	-
12. ensure the empty trolley is near the machine for unloading the fabric	-	-	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
13. ensure the next lot to be processed is ready near the machine already stitched & arranged properly	-	-	-	-
14. ensure the required dyes & chemicals for the next lot or next process are weighed & prepared	-	-	-	-
15. get clearance from the incoming counterpart before leaving the work spot	-	-	-	-
16. report to his/ her shift superiors as well as that of the incoming shift supervisor in case his/ her counterpart doesn't report for the incoming shift	-	-	-	-
17. ensure the shift has to be properly handed over to the incoming shift fitter	-	-	-	-
18. report to his/ her shift superior about the quality / production / safety issues/ any other issue faced in his/ her shift and leave the department only after getting concurrence for the same from his/ her superiors	-	-	-	-
19. collect the wastes from waste collection bags, weigh them and transport to storage area	-	-	-	-
20. ensure the your work area is clean	-	-	-	-
NOS Total	18	20	-	22

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National Occupational Standards (NOS) Parameters

NOS Code	TSC/N5701
NOS Name	Taking charge of shift and handing over shift to Fitter Processing
Sector	Textile
Sub-Sector	Processing - Textiles
Occupation	Maintenance - Processing Machines
NSQF Level	4
Credits	TBD
Version	2.0
Last Reviewed Date	NA
Next Review Date	31/03/2025
NSQC Clearance Date	17/11/2022

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TSC/N5702: Carryout all types of Maintenance activities in Processing unit

Description

This unit is about carrying out all types of Maintenance activities in a Processing unit

Scope

The scope covers the following :

- carryout general maintenance activities
- carryout preventive maintenance activities
- carryout breakdown maintenance activities

Elements and Performance Criteria

Carryout General Maintenance activities

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

1. take round of the work area before the start of the shift and observing the working
2. noting down the machines stopped for repairs and the type of problem.
3. dismantle and assemble different mechanisms in machines on need basis
4. understand the work done till now and the work pending in the machines stopped for repairs or for maintenance work or modifications
5. understand the production plan and preparing maintenance plan and allocating people for different activities
6. allocate the workers for different tasks considering their knowledge, skills, maturity and workloads agreed
7. ensure the use of safety gadgets like masks, gloves and shoes by all maintenance workers
8. to view display panel board and identify the reason for breakdown maintenance
9. identify any abnormal sound in machine and stop the machine for carrying out maintenance activities

Carryout Preventive maintenance activities

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

10. check the proper functioning of machines like stenter, jiggers, drying range, mercerizing, singeing, sanforizing & others
11. check the conditions of machine parts while they are being cleaned/scoured or overhauled
12. identify the worn out parts and getting the worn-out parts replaced.
13. monitor the stoppages due to breakdowns and analysing the reasons for breakdowns and taking precautionary measures
14. conduct the tool audits i.e. the tools used for maintenance like spanners, top arm gauge, lubricating and flushing pumps, buffing machines, mounting machines, etc
15. to oil and grease the different machine parts at scheduled interval for smooth functioning of machines

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16. ensure correct oil and grease are taken
17. ensure proper functioning of machines in the processing department

Carryout breakdown maintenance activities

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

18. attend the machine on a break down
19. report to the maintenance supervisor on a breakdown
20. preparing the machine for carrying out breakdown maintenance
21. ensure in bringing the proper tool and equipment required for carrying out maintenance
22. analyze the machine which is under breakdown
23. identify the reason for breakdown
24. replace worn out parts with new parts
25. ensure safety while carrying out maintenance activity
26. ensure proper material handling of maintenance tools
27. check for proper functioning of machine after maintenance
28. repair further and ascertain if further fine tuning is needed
29. ensure the output material quality is as per quality requirement
30. ensure the use of safety gadgets like caps, masks, gloves and shoes by all maintenance workers
31. ensure minimum time taken for attending the breakdown, identifying the reason for breakdown and carryout the breakdown maintenance activities

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 organizational 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
- KU8.** the organizations rules, codes and guidelines (including timekeeping)
- KU9.** the companys quality standards
- KU10.** the importance of complying with written instructions
- KU11.** equipment operating procedures / supervisors instructions
- KU12.** importance of discipline & punctuality
- KU13.** importance of take over & handover in achieving quality & productivity
- KU14.** how to attend the machines priority wise
- KU15.** procedure to dismantle and assemble different mechanisms in machines
- KU16.** knowledge of various display signs

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- KU17.** stopping the machine & attending it immediately
- KU18.** planning the preventive maintenance without hampering the production
- KU19.** importance of oiling and greasing
- KU20.** procedure to oil and grease the different machine parts
- KU21.** reporting to the supervisor in time to avoid production loss
- KU22.** skill to identify the reason for breakdown
- KU23.** skill to carryout different maintenance activities
- KU24.** skill of material handling, the different maintenance tools properly
- KU25.** skill to identify that the quality of output material is as per requirement
- KU26.** maintain cleanliness at work place

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 in local language orally
- 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 refer anomalies to the supervisor seek clarification on problems from others
- GS8.** apply good attention to detail
- GS9.** check your work is complete and free from errors
- GS10.** make sure every kind of communication is error free
- GS11.** knowledge about the operations & functions of various processing machines
- GS12.** knowledge of various spares & consumable items used in processing machines
- GS13.** planning maintenance activities and preparing date-wise plans for maintenance and replacement of parts considering their life.
- GS14.** workloads, work allocation and standard working conditions for maintenance operatives.
- GS15.** knowledge of lubricants
- GS16.** knowledge of various types of bearing and belts
- GS17.** knowledge of measuring instruments
- GS18.** calculation of maintenance efficiency; time spent for maintenance, men employed, cost of maintenance, costs of spares consumption, mean time between breakdowns, and the industry norms.
- GS19.** knowledge of machine model and parts
- GS20.** general management knowledge of managing subordinates, coordinating with workshop, electrical department, stores and production.
- GS21.** safety precautions and gadgets to be used in factory
- GS22.** knowledge of functions of various processing machines

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- GS23.** procedure to replace worn-out parts
- GS24.** attending to the problem in time to avoid the losses due to breakdown of machine
- GS25.** importance of conducting tool audits
- GS26.** methods of oiling & greasing of machine parts
- GS27.** knowledge of various oils & greases used in machines
- GS28.** functions of various machines and mechanisms used in processing machines
- GS29.** workloads, work allocation and standard working conditions for maintenance operatives.
- GS30.** general management knowledge
- GS31.** factors affecting maintenance
- GS32.** standing orders and discipline in working and precautions to be taken while working
- GS33.** safety precautions and gadgets to be used in factory
- GS34.** importance of time management

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Carryout General Maintenance activities</i>	75	160	-	20
1. take round of the work area before the start of the shift and observing the working	-	-	-	-
2. noting down the machines stopped for repairs and the type of problem.	-	-	-	-
3. dismantle and assemble different mechanisms in machines on need basis	-	-	-	-
4. understand the work done till now and the work pending in the machines stopped for repairs or for maintenance work or modifications	-	-	-	-
5. understand the production plan and preparing maintenance plan and allocating people for different activities	-	-	-	-
6. allocate the workers for different tasks considering their knowledge, skills, maturity and workloads agreed	-	-	-	-
7. ensure the use of safety gadgets like masks, gloves and shoes by all maintenance workers	-	-	-	-
8. to view display panel board and identify the reason for breakdown maintenance	-	-	-	-
9. identify any abnormal sound in machine and stop the machine for carrying out maintenance activities	-	-	-	-
<i>Carryout Preventive maintenance activities</i>	75	160	-	15
10. check the proper functioning of machines like stenter, jiggers, drying range, mercerizing, singeing, sanforizing & others	-	-	-	-
11. check the conditions of machine parts while they are being cleaned/scoured or overhauled	-	-	-	-
12. identify the worn out parts and getting the worn-out parts replaced.	-	-	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
13. monitor the stoppages due to breakdowns and analysing the reasons for breakdowns and taking precautionary measures	-	-	-	-
14. conduct the tool audits i.e. the tools used for maintenance like spanners, top arm gauge, lubricating and flushing pumps, buffing machines, mounting machines, etc	-	-	-	-
15. to oil and grease the different machine parts at scheduled interval for smooth functioning of machines	-	-	-	-
16. ensure correct oil and grease are taken	-	-	-	-
17. ensure proper functioning of machines in the processing department	-	-	-	-
<i>Carryout breakdown maintenance activities</i>	75	155	-	15
18. attend the machine on a break down	-	-	-	-
19. report to the maintenance supervisor on a breakdown	-	-	-	-
20. preparing the machine for carrying out breakdown maintenance	-	-	-	-
21. ensure in bringing the proper tool and equipment required for carrying out maintenance	-	-	-	-
22. analyze the machine which is under breakdown	-	-	-	-
23. identify the reason for breakdown	-	-	-	-
24. replace worn out parts with new parts	-	-	-	-
25. ensure safety while carrying out maintenance activity	-	-	-	-
26. ensure proper material handling of maintenance tools	-	-	-	-
27. check for proper functioning of machine after maintenance	-	-	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
28. repair further and ascertain if further fine tuning is needed	-	-	-	-
29. ensure the output material quality is as per quality requirement	-	-	-	-
30. ensure the use of safety gadgets like caps, masks, gloves and shoes by all maintenance workers	-	-	-	-
31. ensure minimum time taken for attending the breakdown, identifying the reason for breakdown and carryout the breakdown maintenance activities	-	-	-	-
NOS Total	225	475	-	50

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National Occupational Standards (NOS) Parameters

NOS Code	TSC/N5702
NOS Name	Carryout all types of Maintenance activities in Processing unit
Sector	Textile
Sub-Sector	Processing - Textiles
Occupation	Maintenance - Processing Machines
NSQF Level	4
Credits	TBD
Version	2.0
Last Reviewed Date	NA
Next Review Date	31/03/2025
NSQC Clearance Date	17/11/2022

TSC/N5703: Maintaining records & ensure spares availability in processing unit

Description

This unit is about maintaining Records of maintenance activities & ensuring Spares availability

Scope

The scope covers the following :

- maintaining records of maintenance activities
- ensuring spares availability

Elements and Performance Criteria

Maintaining records of maintenance activities

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

1. carryout maintenance auditing
2. record the activities in the log book (Report Book) and update the machine history book
3. plan maintenance activities by preparing date-wise plans for maintenance and replacement of parts considering their life
4. calculate maintenance efficiency; time spent for maintenance, men employed, cost of maintenance, costs of spares consumption

Ensuring spares availability

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

5. verify the stock of various spares, accessories and lubricants
6. work out the indenting plan and placing indents.
7. refer the machinery catalogues and identify the correct spares needed.
8. ensure availability of spares and giving requisitions on need basis
9. maintain records of spares , oils & lubricants consumed
10. check the quality of materials received at stores, for e.g. bearings, wheels, machine spares, belts, brushes, spanners and other tools

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 organizational 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

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- KU7.** the lines of communication, authority and reporting procedures
- KU8.** the organizations rules, codes and guidelines (including timekeeping)
- KU9.** the companys quality standards
- KU10.** the importance of complying with written instructions
- KU11.** equipment operating procedures / supervisors instructions
- KU12.** time plan to complete the job
- KU13.** skill to identify the problem in machine when it is small
- KU14.** skill to identify the right spare
- KU15.** skill to verify the quality of spares & consumables

Generic Skills (GS)

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

- GS1.** read and comprehend written instructions
- GS2.** read any application sent by other colleagues
- GS3.** communicate in local language orally
- 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.** procedure to carryout maintenance auditing
- GS14.** procedure to record preventive & breakdown maintenance activities
- GS15.** allocation of work force to attend to maintenance activities
- GS16.** methods & tools to reduce the breakdown in the machines & cost of maintenance
- GS17.** knowledge of various spares & consumables used in processing
- GS18.** procedures of indenting the spares
- GS19.** type & functions of different spares
- GS20.** keeping proper records & minimum order level
- GS21.** knowledge of various spares & oils/ lubricants used in machines
- GS22.** methods & procedure of checking the quality of spares & consumables

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Maintaining records of maintenance activities</i>	20	45	-	10
1. carryout maintenance auditing	-	-	-	-
2. record the activities in the log book (Report Book) and update the machine history book	-	-	-	-
3. plan maintenance activities by preparing date-wise plans for maintenance and replacement of parts considering their life	-	-	-	-
4. calculate maintenance efficiency; time spent for maintenance, men employed, cost of maintenance, costs of spares consumption	-	-	-	-
<i>Ensuring spares availability</i>	20	45	-	10
5. verify the stock of various spares, accessories and lubricants	-	-	-	-
6. work out the indenting plan and placing indents.	-	-	-	-
7. refer the machinery catalogues and identify the correct spares needed.	-	-	-	-
8. ensure availability of spares and giving requisitions on need basis	-	-	-	-
9. maintain records of spares , oils & lubricants consumed	-	-	-	-
10. check the quality of materials received at stores, for e.g. bearings, wheels, machine spares, belts, brushes, spanners and other tools	-	-	-	-
NOS Total	40	90	-	20

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National Occupational Standards (NOS) Parameters

NOS Code	TSC/N5703
NOS Name	Maintaining records & ensure spares availability in processing unit
Sector	Textile
Sub-Sector	Processing - Textiles
Occupation	Maintenance - Processing Machines
NSQF Level	4
Credits	TBD
Version	2.0
Last Reviewed Date	NA
Next Review Date	31/03/2025
NSQC Clearance Date	17/11/2022

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

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- 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

Qualification Pack

- 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

Qualification Pack

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Maintaining the work area, tools and machines</i>	10	10	-	6
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	-	-	-	-
<i>Greening and energy conservation in textile sector</i>	7	10	-	6
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	-	-	-	-
<i>Health, safety and response to emergencies at textile sector</i>	32	40	-	28

Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
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	-	-	-	-

Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC28. follow the approved safety plans at workplace	-	-	-	-
<i>Organizational standards and policies</i>	16	20	-	10
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	-	-	-	-
NOS Total	65	80	-	50

Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	TSC/N9015
NOS Name	Follow machine, safety, and organizational guidelines in textile sector
Sector	Textile
Sub-Sector	Generic - Textiles Handloom
Occupation	Generic - Textiles & Handloom
NSQF Level	4
Credits	TBD
Version	1.0
Last Reviewed Date	27/01/2022
Next Review Date	31/03/2025
NSQC Clearance Date	17/11/2022

Qualification Pack

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 effectivity 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>	10	15	-	5
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	-	-	-	-
<i>Adaptability</i>	5	5	-	5
PC14. adapt to flexible work environment for the assigned task	-	-	-	-

Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
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	-	-	-	-
NOS Total	15	20	-	10

Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	TSC/N9016
NOS Name	Follow teamwork, adaptability, and communication guidelines in textile sector
Sector	Textile
Sub-Sector	Generic - Textiles Handloom
Occupation	Generic - Textiles & Handloom
NSQF Level	4
Credits	TBD
Version	1.0
Last Reviewed Date	27/01/2022
Next Review Date	31/03/2025
NSQC Clearance Date	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

Qualification Pack

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

Qualification Pack

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

Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	DGT/VSQ/N0101
NOS Name	Employability Skills (30 Hours)
Sector	Cross Sectoral
Sub-Sector	Professional Skills
Occupation	Employability
NSQF Level	2
Credits	1
Version	1.0
Last Reviewed Date	NA
Next Review Date	17/11/2025
NSQC Clearance Date	17/11/2022

Assessment Guidelines and Assessment Weightage

Assessment Guidelines

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

Minimum Aggregate Passing % at QP Level : 70

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

Assessment Weightage

Compulsory NOS

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
TSC/N5701.Taking charge of shift and handing over shift to Fitter Processing	18	20	-	22	60	5
TSC/N5702.Carryout all types of Maintenance activities in Processing unit	225	475	-	50	750	60
TSC/N5703.Maintaining records & ensure spares availability in processing unit	40	90	-	20	150	12
TSC/N9015.Follow machine, safety, and organizational guidelines in textile sector	65	80	-	50	195	16
TSC/N9016.Follow teamwork, adaptability, and communication guidelines in textile sector	15	20	-	10	45	3
DGT/VSQ/N0101.Employability Skills (30 Hours)	20	30	0	0	50	4
Total	383	715	0	152	1250	100

Acronyms

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

Glossary

Sector	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.
Sub-sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
Occupation	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.
Occupational Standards (OS)	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.
Performance Criteria (PC)	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.
National Occupational Standards (NOS)	NOS are occupational standards which apply uniquely in the Indian context.
Qualifications Pack (QP)	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.
Unit Code	Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N'
Unit Title	Unit title gives a clear overall statement about what the incumbent should be able to do.
Description	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.
Scope	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

Knowledge and Understanding (KU)	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.
Organisational Context	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.
Technical Knowledge	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
Core Skills/ Generic Skills (GS)	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.
Electives	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.
Options	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.