



Loin Loom Weaver

QP Code: TSC/Q7307

Version: 3.0

NSQF Level: 3

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

Qualification Pack

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TSC/Q7307: Loin Loom Weaver

Brief Job Description

A Loin Loom Weaver is the one who weaves various types of fabrics and artistic textiles by hand using a Loin Loom. A weaver can weave basic weaves - Plain and its variations, using different kinds of yarns - cotton/wool/silk on a fly-shuttle or throw-shuttle Loin Loom as per pattern or design provided.

Personal Attributes

A weaver should have good eyesight, hand-eye coordination, motor skills and vision (including near vision, distance vision, colour vision, peripheral vision, depth perception and ability to change focus).

Applicable National Occupational Standards (NOS)

Compulsory NOS:

1. [TSC/N7311: Carry out weaving operation on loin loom](#)
2. [TSC/N9005: Maintain the work area, tools and machines](#)
3. [TSC/N9006: Working in a team in handloom sector](#)
4. [TSC/N9007: Maintain health, safety and security at work place in handloom sector](#)
5. [TSC/N9008: Comply with workplace requirements in handloom sector](#)
6. [DGT/VSQ/N0101: Employability Skills \(30 Hours\)](#)

Qualification Pack (QP) Parameters

Sector	Textile
Sub-Sector	Handloom & Khadi
Occupation	Weaver
Country	India
NSQF Level	3
Credits	11
Aligned to NCO/ISCO/ISIC Code	NCO-2015/7318.5800

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Minimum Educational Qualification & Experience	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)
Minimum Level of Education for Training in School	9th Class
Pre-Requisite License or Training	NA
Minimum Job Entry Age	14 Years
Last Reviewed On	NA
Next Review Date	30/09/2024
NSQC Approval Date	17/11/2022
Version	3.0
Reference code on NQR	2022/TEXT/TSC/07077
NQR Version	1.0

Qualification Pack

TSC/N7311: Carry out weaving operation on loom

Description

This unit provides performance criteria, knowledge and understanding and skills and abilities required to carry weaving in Loom

Scope

The scope covers the following :

- Analyze the fabric design for weaving
- Yarn Preparation and Gaiting
- Carry out weaving activity
- Contribute Quality Weaving
- Finishing

Elements and Performance Criteria

Analyze the fabric design for weaving

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

- PC1.** analyze the fabric parameters for weaving. i.e., Warp color, Weft Colour, Fabric structure, Extra weft design, warp count, weft count, ends per inch, picks per inch, number of multiple sheds required for inserting extra weft.
- PC2.** arrange required defect free warp yarn sheet and weft yarn package for Weaving.
- PC3.** arrange necessary number of Bamboo lease rods and beating rod and their positions as per the weave structure.

Yarn Preparation and Gaiting

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

- PC4.** prepare the yarn hank for warping and ensure it is defect free.
- PC5.** prepare warp sheet as per the required fabric specification. i.e., Length, Width, No of warp ends, color pattern and design to be woven.
- PC6.** tie up the shedding heddles to the heddle stick through the warp sheet to facilitate shed formation as per the fabric structure requirement.
- PC7.** mount the warp sheet in loop form over the loom rods at adequate tension for weaving.
- PC8.** arrange the lease and fix required number bamboo lease rods as per the extra weft design.
- PC9.** prepare the weft yarn for winding as per weft color requirement.
- PC10.** wind the weft yarn for base fabric on pirn or wooden stick manually or by winding machine.
- PC11.** prepare the extra weft yarn as per the design requirement.

Carry out weaving activity

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

- PC12.** adjust the backstrap or loom rods to get required warp tension for weaving
- PC13.** open the shed by lifting the heddle stick.
- PC14.** insert the Base weft/ extra figuring weft as per the design.

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PC15. perform beat up using beating stick.

PC16. roll the loom rods anti clock wise to get the length of warp sheet forward for weaving.

Contribute Quality Weaving

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

PC17. maintain proper warp sheet tension.

PC18. lay the weft pick evenly parallel to the previous pick without slackness/loop to ensure the selvages are clean

PC19. attend warp breakages and weft breakage as per design specification.

PC20. maintain even beat up force throughout the weaving.

PC21. maintain the quality as per customer specification.

Finishing

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

PC22. cut the warp sheet carefully and do finishing. i.e., Tassling, trimming

PC23. join the woven fabrics as per specification

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

KU1. policies, Procedures, Guidelines, Quality standards followed in the Cooperative Society/NGO/SHG/Cluster.

KU2. safe working practices in Cooperative Society/NGO/SHG procedures.

KU3. the process and products manufactured by the Cooperative Society/NGO/SHG

KU4. reporting procedures and reporting authority in the Cooperative Society/NGO/SHG.

KU5. the Structure and hierarchy in Cooperative Society/NGO/SHG.

KU6. knowledge about types of Fibers, Yarn, Count, Fabric parameters & Fabric Structure.

KU7. raw material Quality parameters.

KU8. tools and Accessories required for extra weft weaving.

KU9. raw material consumption.

KU10. design drafting and interpretation.

Generic Skills (GS)

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

GS1. write clear numbers with required decimals and perform basic arithmetic calculations.

GS2. write design and fabric specifications in local language

GS3. read the design specification sheet correctly and decipher the given measurements correctly.

GS4. read the instruction received from Master Weaver/ Cooperative Society/NGO/SHG/Cluster

GS5. communicate with reporting authority/colleagues appropriately

GS6. talk to others to convey information effectively

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- GS7.** troubleshoot and try various methods to execute the required design pattern.
- GS8.** handling shortage/excess raw materials
- GS9.** design development based on available extra weft colors
- GS10.** follow timely delivery of the materials
- GS11.** prepare and store the warp, weft in advance based on order received
- GS12.** take up production for priority designs

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Analyze the fabric design for weaving</i>	35	65	-	-
PC1. analyze the fabric parameters for weaving. i.e., Warp color, Weft Colour, Fabric structure, Extra weft design, warp count, weft count, ends per inch, picks per inch, number of multiple sheds required for inserting extra weft.	20	30	-	-
PC2. arrange required defect free warp yarn sheet and weft yarn package for Weaving.	10	25	-	-
PC3. arrange necessary number of Bamboo lease rods and beating rod and their positions as per the weave structure.	5	10	-	-
<i>Yarn Preparation and Gaiting</i>	32	98	-	-
PC4. prepare the yarn hank for warping and ensure it is defect free.	4	16	-	-
PC5. prepare warp sheet as the per the required fabric specification. i.e., Length, Width, No of warp ends, color pattern and design to be woven.	5	20	-	-
PC6. tie up the shedding heddles to the heddle stick through the warp sheet to facilitate shed formation as per the fabric structure requirement.	4	16	-	-
PC7. mount the warp sheet in loop form over the loom rods at adequate tension for weaving.	6	14	-	-
PC8. arrange the lease and fix required number bamboo lease rods as per the extra weft design.	5	10	-	-
PC9. prepare the weft yarn for winding as per weft color requirement.	4	6	-	-
PC10. wind the weft yarn for base fabric on pirn or wooden stick manually or by winding machine.	2	8	-	-
PC11. prepare the extra weft yarn as per the design requirement.	2	8	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Carry out weaving activity</i>	23	67	-	-
PC12. adjust the backstrap or loom rods to get required warp tension for weaving	5	15	-	-
PC13. open the shed by lifting the heddle stick.	5	10	-	-
PC14. insert the Base weft/ extra figuring weft as per the design.	5	20	-	-
PC15. perform beat up using beating stick.	2	8	-	-
PC16. roll the loom rods anti clock wise to get the length of warp sheet forward for weaving.	6	14	-	-
<i>Contribute Quality Weaving</i>	21	49	-	-
PC17. maintain proper warp sheet tension.	5	15	-	-
PC18. lay the weft pick evenly parallel to the previous pick without slackness/loop to ensure the selvages are clean	5	15	-	-
PC19. attend warp breakages and weft breakage as per design specification.	5	10	-	-
PC20. maintain even beat up force throughout the weaving.	4	6	-	-
PC21. maintain the quality as per customer specification.	2	3	-	-
<i>Finishing</i>	4	6	-	-
PC22. cut the warp sheet carefully and do finishing. i.e., Tassling, trimming	2	3	-	-
PC23. join the woven fabrics as per specification	2	3	-	-
NOS Total	115	285	-	-

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National Occupational Standards (NOS) Parameters

NOS Code	TSC/N7311
NOS Name	Carry out weaving operation on loin loom
Sector	Textile
Sub-Sector	Handloom & Khadi
Occupation	Weaver
NSQF Level	3
Credits	TBD
Version	2.0
Last Reviewed Date	30/09/2021
Next Review Date	30/09/2024
NSQC Clearance Date	17/11/2022

Qualification Pack

TSC/N9005: Maintain the work area, tools and machines

Description

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

Scope

The scope covers the following :

- Maintain the work area, tools and machines

Elements and Performance Criteria

Maintain the work area, tools and machines

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

1. Handle materials and tools safely and correctly
2. Use correct lifting and handling procedures
3. Use materials in a manner to minimize waste
4. Maintain a clean and hazard free working area
5. Maintain the tools and equipment used for warping
6. Carry out maintenance and/or cleaning within ones responsibility
7. Identify damaged tools and materials and take action according to the standards followed
8. Ensure that the correct tools and yarn required are in place
9. Work with the correct posture
10. Use cleaning equipment and methods appropriate for the work to be carried out
11. Dispose of waste safely in the designated location
12. Store cleaning equipment safely after use
13. Carry out cleaning according to schedule and limits of responsibility

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** Personal hygiene
- KU2.** Safe working practices and Cooperative Society/NGO/SHG/cluster 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 colleagues
- KU7.** The lines of communication, authority and reporting procedures

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- KU8.** The Cooperative Society/NGO/SHG/cluster rules, codes and guidelines (including time keeping)
- KU9.** The company's quality standards
- KU10.** The importance of complying with written instructions
- KU11.** Work instructions and specifications and interpret them accurately
- KU12.** Method to make use of the information detailed in specifications and instructions
- KU13.** Relation between work role and the overall manufacturing process
- KU14.** The importance of taking action when problems are identified
- KU15.** Different ways of minimising waste
- KU16.** Effects of contamination on products
- KU17.** Common faults and the methods to rectify them
- KU18.** Tools maintenance procedures
- KU19.** Hazards likely to be encountered when conducting routine maintenance
- KU20.** Different types of cleaning substances and their use
- KU21.** Safe working practices for cleaning and the methods of carrying them out

Generic Skills (GS)

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

- GS1.** Write in local language
- GS2.** Read and comprehend written instructions
- GS3.** Listen effectively and orally communicate information accurately
- GS4.** Ask for clarification and advice from others
- GS5.** Follow rule-based decision-making processes
- GS6.** Make decisions on a suitable course of action or response
- GS7.** Plan and organize your work to achieve targets and deadlines
- GS8.** Avoid absenteeism
- GS9.** Be punctual
- GS10.** Work in Discipline
- GS11.** Act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations
- GS12.** Apply problem-solving approaches in different situations
- GS13.** Seek clarification on problems from others
- GS14.** Analyze data and activities
- GS15.** Pass on relevant information to others
- GS16.** Provide opinions on work in a detailed and constructive way
- GS17.** Apply balanced judgment to different situations

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Maintain the work area, tools and machines</i>	19	31	-	-
1. Handle materials and tools safely and correctly	2	3	-	-
2. Use correct lifting and handling procedures	1	2	-	-
3. Use materials in a manner to minimize waste	1	2	-	-
4. Maintain a clean and hazard free working area	1	2	-	-
5. Maintain the tools and equipment used for warping	2	3	-	-
6. Carry out maintenance and/or cleaning within ones responsibility	2	3	-	-
7. Identify damaged tools and materials and take action according to the standards followed	2	3	-	-
8. Ensure that the correct tools and yarn required are in place	1	2	-	-
9. Work with the correct posture	1	2	-	-
10. Use cleaning equipment and methods appropriate for the work to be carried out	1	2	-	-
11. Dispose of waste safely in the designated location	2	2	-	-
12. Store cleaning equipment safely after use	1	2	-	-
13. Carry out cleaning according to schedule and limits of responsibility	2	3	-	-
NOS Total	19	31	-	-

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National Occupational Standards (NOS) Parameters

NOS Code	TSC/N9005
NOS Name	Maintain the work area, tools and machines
Sector	Textile
Sub-Sector	Handloom & Khadi
Occupation	Textile Hand loom sector
NSQF Level	3
Credits	TBD
Version	2.0
Last Reviewed Date	25/11/2021
Next Review Date	25/11/2024
NSQC Clearance Date	17/11/2022

TSC/N9006: Working in a team in handloom sector

Description

This unit provides performance criteria, knowledge, understanding, skills and abilities required to working as part of team

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 one's own role in the 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 workplace policies
5. Talk politely with other team members and colleagues
6. Submit daily report of own performance

Adaptability

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

7. Adjust in different work situations
8. Give due importance to others' point of view
9. Avoid conflicting situations

Creative freedom

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

10. 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 the Cooperative Society/NGO/SHG
- KU2.** Procedure followed to get the final output in the Cooperative Society/NGO/SHG
- KU3.** Safe working practices to be adopted in the Cooperative Society/NGO/SHG

- KU4.** Consulting the supervisor and taking relevant actions against any grievances faced
- KU5.** Importance of commitment and trust
- KU6.** Importance of proper communication
- KU7.** Importance of adaptability
- KU8.** Importance of creative freedom

Generic Skills (GS)

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

- GS1.** Write in local language
- GS2.** Read and comprehend written instructions
- GS3.** Listen effectively and orally communicate information accurately
- GS4.** Ask for clarification and advice from others
- GS5.** Follow rule-based decision-making processes
- GS6.** Make decisions on a suitable course of action or response
- GS7.** Plan and organize your work to achieve targets and deadlines
- GS8.** Avoid absenteeism
- GS9.** Be punctual
- GS10.** Work in Discipline
- GS11.** Act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations
- GS12.** Apply problem-solving approaches in different situations
- GS13.** Seek clarification on problems from others
- GS14.** Analyze data and activities
- GS15.** Pass on relevant information to others
- GS16.** Provide opinions on work in a detailed and constructive way
- GS17.** Apply balanced judgment to different situations

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Commitment and trust</i>	6	9	-	-
1. Be accountable to one's own role in the whole process	2	4	-	-
2. Perform all roles with full responsibility	2	3	-	-
3. Be effective and efficient at workplace	2	2	-	-
<i>Communication</i>	6	10	-	-
4. Properly communicate about workplace policies	2	3	-	-
5. Talk politely with other team members and colleagues	2	3	-	-
6. Submit daily report of own performance	2	4	-	-
<i>Adaptability</i>	6	9	-	-
7. Adjust in different work situations	2	3	-	-
8. Give due importance to others' point of view	2	3	-	-
9. Avoid conflicting situations	2	3	-	-
<i>Creative freedom</i>	2	2	-	-
10. Improve upon the existing techniques to increase process efficiency	2	2	-	-
NOS Total	20	30	-	-

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National Occupational Standards (NOS) Parameters

NOS Code	TSC/N9006
NOS Name	Working in a team in handloom sector
Sector	Textile
Sub-Sector	Handloom & Khadi
Occupation	Textile Hand loom sector
NSQF Level	3
Credits	TBD
Version	2.0
Last Reviewed Date	25/11/2021
Next Review Date	25/11/2024
NSQC Clearance Date	17/11/2022

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TSC/N9007: Maintain health, safety and security at work place in handloom sector

Description

This unit provides performance criteria, knowledge and understanding and skills and 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 and addressing the hazards

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 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 in toxicants
5. Follow environment management system related procedures
6. Store materials and tools in line with manufacturers and Cooperative Society/NGO/SHG requirements
7. Safely handle and move waste and debris
8. Minimize health and safety risks to self and others due to own actions
9. Monitor the work place and work processes for potential risks and threats
10. Carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned
11. Participate in mock drills/ evacuation procedures organized at the workplace
12. Undertake first aid, fire-fighting and emergency response training, if asked to do so
13. Take action based on instructions in the event of fire, emergencies or accidents
14. Follow Cooperative ociety/NGO/SHG procedures for evacuation when required

Recognizing and addressing the hazards

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

15. Identify different kinds of possible hazards (environmental, personal, ergonomic and chemical) of the industry
16. Recognize other possible security issues existing in the workplace
17. Plan the safety techniques
18. Recognize different measures to curb the hazards

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19. Implement the programs
20. Communicate the safety plans to everyone
21. Attach disciplinary rules with the implementation

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** Health and safety related practices applicable at the workplace
- KU2.** Potential hazards, risks and threats based on nature of operations
- KU3.** Cooperative Society/NGO/SHG procedures for safe handling of tools
- KU4.** Potential risks due to own actions and methods to minimize these
- KU5.** Environmental management system related procedures at the workplace
- KU6.** Layout of the plant and details of emergency exits, escape routes, emergency equipment and assembly points
- KU7.** Potential accidents and emergencies and response to these scenarios
- KU8.** Documentation formats
- KU9.** Details of personnel trained in first aid, fire-fighting and emergency response
- KU10.** Occupational health and safety risks and methods
- KU11.** Personal protective equipment and method of use
- KU12.** Identification, handling and storage of hazardous substances
- KU13.** Proper disposal system for waste and by-products
- KU14.** Signage related to health and safety and their meaning
- KU15.** Importance of sound health, hygiene and good habits
- KU16.** Ill- effects of alcohol, tobacco and drugs

Generic Skills (GS)

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

- GS1.** Write in local language
- GS2.** Read and comprehend written instructions
- GS3.** Listen effectively and orally communicate information accurately
- GS4.** Ask for clarification and advice from others
- GS5.** Follow rule-based decision-making processes
- GS6.** Make decisions on a suitable course of action or response
- GS7.** Plan and organize your work to achieve targets and deadlines
- GS8.** Avoid absenteeism
- GS9.** Be punctual
- GS10.** Work in Discipline
- GS11.** Act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations

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- GS12.** Apply problem-solving approaches in different situations
- GS13.** Seek clarification on problems from others
- GS14.** Analyze data and activities
- GS15.** Pass on relevant information to others
- GS16.** Provide opinions on work in a detailed and constructive way
- GS17.** Apply balanced judgment to different situations

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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>	24	46	-	-
1. Comply with health and safety related instructions applicable to the workplace	2	4	-	-
2. Use and maintain personal protective equipment as per protocol	2	4	-	-
3. Carry out own activities in line with approved guidelines and procedures	1	3	-	-
4. Maintain a healthy lifestyle and guard against dependency on in toxicants	1	3	-	-
5. Follow environment management system related procedures	1	3	-	-
6. Store materials and tools in line with manufacturers and Cooperative Society/NGO/SHG requirements	2	2	-	-
7. Safely handle and move waste and debris	2	2	-	-
8. Minimize health and safety risks to self and others due to own actions	2	4	-	-
9. Monitor the work place and work processes for potential risks and threats	2	4	-	-
10. Carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned	2	4	-	-
11. Participate in mock drills/ evacuation procedures organized at the workplace	2	2	-	-
12. Undertake first aid, fire-fighting and emergency response training, if asked to do so	2	4	-	-
13. Take action based on instructions in the event of fire, emergencies or accidents	2	4	-	-
14. Follow Cooperative ociety/NGO/SHG procedures for evacuation when required	1	3	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Recognizing and addressing the hazards</i>	9	21	-	-
15. Identify different kinds of possible hazards (environmental, personal, ergonomic and chemical) of the industry	1	3	-	-
16. Recognize other possible security issues existing in the workplace	1	3	-	-
17. Plan the safety techniques	2	3	-	-
18. Recognize different measures to curb the hazards	1	3	-	-
19. Implement the programs	2	3	-	-
20. Communicate the safety plans to everyone	1	3	-	-
21. Attach disciplinary rules with the implementation	1	3	-	-
NOS Total	33	67	-	-

Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	TSC/N9007
NOS Name	Maintain health, safety and security at work place in handloom sector
Sector	Textile
Sub-Sector	Handloom & Khadi
Occupation	Textile Hand loom sector
NSQF Level	3
Credits	TBD
Version	2.0
Last Reviewed Date	25/11/2021
Next Review Date	25/11/2024
NSQC Clearance Date	17/11/2022

Qualification Pack

TSC/N9008: Comply with workplace requirements in handloom sector

Description

This unit provides performance criteria, knowledge and understanding and skills and abilities required to comply with the requirements of the workplace

Scope

The scope covers the following :

- Self-development
- Team work
- Organizational 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 team members and colleagues
7. Communicate politely
8. Avoid conflicts and miscommunication

Organizational standards

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

9. Know the organizational standards
10. Implement them in your performance
11. Motivate others to follow them

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** Standard Operating Procedures (SOP) and regulations in the Cooperative Society/NGO/SHG
- KU2.** Knowledge of workplace standards
- KU3.** Importance of self-development
- KU4.** Importance of team work

KU5. Importance of understanding and complying with organizational standards

Generic Skills (GS)

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

- GS1.** Write in local language
- GS2.** Read and comprehend written instructions
- GS3.** Listen effectively and orally communicate information accurately
- GS4.** Ask for clarification and advice from others
- GS5.** Follow rule-based decision-making processes
- GS6.** Make decisions on a suitable course of action or response
- GS7.** Plan and organize your work to achieve targets and deadlines
- GS8.** Avoid absenteeism
- GS9.** Be punctual
- GS10.** Work in Discipline
- GS11.** Act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations
- GS12.** Apply problem-solving approaches in different situations
- GS13.** Seek clarification on problems from others
- GS14.** Analyze data and activities
- GS15.** Pass on relevant information to others
- GS16.** Provide opinions on work in a detailed and constructive way
- GS17.** Apply balanced judgment to different situations

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Self development</i>	9	14	-	-
1. Perform own duties effectively	2	3	-	-
2. Take responsibility for own actions	2	3	-	-
3. Be accountable towards the job role and assigned duties	2	3	-	-
4. Take initiative and innovate the existing methods	1	2	-	-
5. Focus on self-learning and improvement	2	3	-	-
<i>Team Work</i>	6	9	-	-
6. Co-ordinate with all team members and colleagues	2	3	-	-
7. Communicate politely	2	3	-	-
8. Avoid conflicts and miscommunication	2	3	-	-
<i>Organizational standards</i>	5	7	-	-
9. Know the organizational standards	2	3	-	-
10. Implement them in your performance	2	3	-	-
11. Motivate others to follow them	1	1	-	-
NOS Total	20	30	-	-

Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	TSC/N9008
NOS Name	Comply with workplace requirements in handloom sector
Sector	Textile
Sub-Sector	Handloom & Khadi
Occupation	Textile Hand loom sector
NSQF Level	3
Credits	TBD
Version	2.0
Last Reviewed Date	25/11/2021
Next Review Date	25/11/2024
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

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

- 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 Element/ Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each Element/ PC.
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.
3. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/option NOS/set of NOS.
4. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below).
5. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/ training center based on these criteria.
6. To pass the Qualification Pack assessment, every trainee should score the Recommended Pass % aggregate for the QP.
7. 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/N7311.Carry out weaving operation on loom	115	285	-	-	400	58
TSC/N9005.Maintain the work area, tools and machines	19	31	-	-	50	7
TSC/N9006.Working in a team in handloom sector	20	30	-	-	50	7
TSC/N9007.Maintain health, safety and security at work place in handloom sector	33	67	-	-	100	14
TSC/N9008.Comply with workplace requirements in handloom sector	20	30	-	-	50	7
DGT/VSQ/N0101.Employability Skills (30 Hours)	20	30	0	0	50	7
Total	227	473	0	0	700	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.