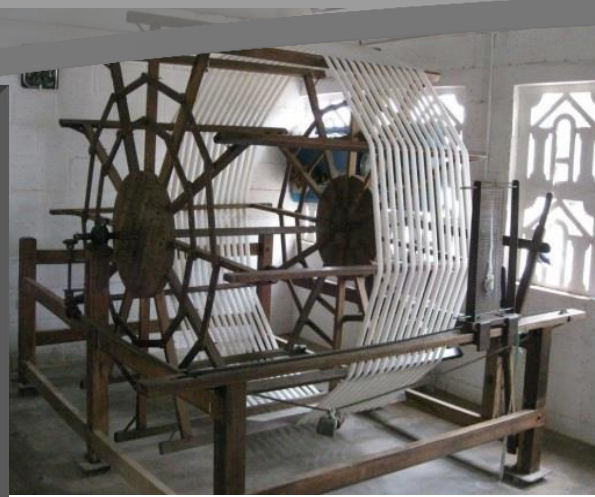


QUALIFICATION PACK – OCCUPATIONAL STANDARD FOR TEXTILES SECTOR



What are Occupational Standards(OS)?

- OS describe what individuals need to do, know and understand in order to carry out a particular job role or function
- OS are performance standards that individuals must achieve when carrying out functions in the workplace, together with specifications of the underpinning knowledge and understanding

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Introduction

Qualification Pack - Warper

SECTOR:	TEXTILES SECTOR
SUB SECTOR:	Handloom
OCCUPATION:	Pre Loom Operator
REFERENCE ID:	TSC/Q 7302
ALIGNED TO:	NCO-2004/8262.81

Brief Job Description: A warper is a job-role in a weaving preparatory department. The responsibility of a warper is to run the warping machine efficiently so as to get maximum output with minimum defects giving due importance to safety and environment aspects under the supervision of weaver. Besides, he is responsible to carry out other activities like calculating raw material requirement, creeling, doffing of warp yarns etc.

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

Qualification Pack For Warper

Job Details

Qualifications Pack Code	TSC/Q 7302		
Job Role	Warper		
Credits(NSQF)	TBD	Version number	1.0
Sector	Textile Sector	Drafted on	19/08/15
Sub-sector	Handloom	Last reviewed on	14/09/15
Occupation	Pre Loom Operator	Next review date	13/09/16
NSQC Clearance on*	19/02/2016		

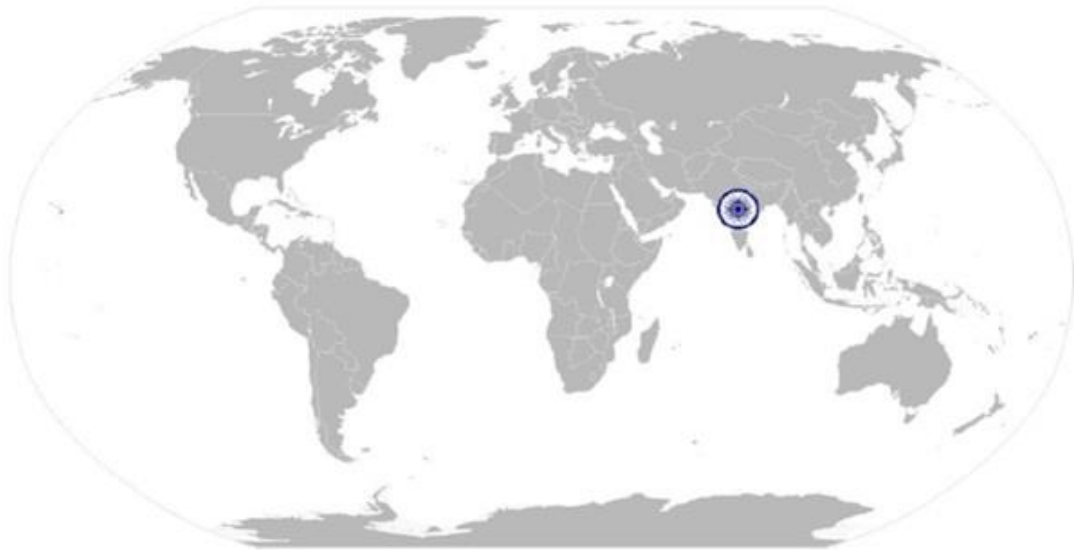
Job Role	Warper
Role Description	To run a warping machine efficiently so as to get maximum output with minimum defects, giving due importance to safety and environmental aspects
NSQF level	3
Minimum Educational Qualifications*	Preferably, 8th Standard
Maximum Educational Qualifications*	Not applicable
Training	Not mandatory
Minimum Job Entry Age	18 Years
Experience	Preferably, 1-2 years
Applicable National Occupational Standards (NOS)	<p>Compulsory</p> <ol style="list-style-type: none"> 1. TSC/ N 7302 Carry out pre warping activities 2. TSC / N 7303 Operate the warping machine 3. TSC/ N 7304 Carry out post warping activities 4. TSC/ N 9005 Maintain work area and tools in handloom sector 5. TSC/ N 9006 Working in a team in handloom sector 6. TSC/ N 9007 Maintain health, safety and security at work place in handloom sector 7. TSC/ N 9008 Comply with work place requirements in handloom sector <p>Optional: N.A.</p>
Performance Criteria	As described in the relevant OS units

Keywords /Terms	Description
Sector	Sector is a conglomeration of different business operations having similar businesses 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.
Vertical	Vertical may exist within a sub-sector representing different domain areas or the client industries served by the industry.
Occupation	Occupation is a set of job roles, which perform similar/related set of functions in an industry.
Function	Function is an activity necessary for achieving the key purpose of the sector, occupation, or area of work, which can be carried out by a person or a group of persons. Functions are identified through functional analysis and form the basis of OS.
Sub-functions	Sub-functions are sub-activities essential to fulfil achieving the objectives of the function.
Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an organization.
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; he/she needs to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
Performance Criteria	Performance Criteria 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 Code	Qualifications Pack Code is a unique reference code that identifies a qualifications pack.
Qualifications Pack(QP)	Qualifications Pack comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A Qualifications Pack is assigned a unique qualification 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 find the required one.
Scope	Scope is the 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 the quality of required performance.
Knowledge and Understanding	Knowledge and Understanding are statements which together specify the technical, generic, professional and organizational specific knowledge that an individual needs in order to perform up to the required standard.

Qualification Pack For Warper

Acronyms	Keywords /Terms	Description
	OS	Occupational Standard(s)
	NOS	National Occupational Standard(s)
	QP	Qualifications Pack
	NSQF	National Skill Qualifications Framework
	TBD	To Be Determined
	SGH	Self Help Group
	NGO	Non-Governmental Organizations
TSC	Textile Sector Skill Council	

National Occupational Standard



Overview

This unit is about preparation for carrying out warping activity like cleaning the machine, calculating the quantity of raw material required, drawing and creeling the raw material on the machine and winding on the machine

TSC/ N 7302

Carry out pre warping activities

National Occupational Standard

Unit Code	TSC/ N 7302
Unit Title (Task)	Carry out pre warping activities
Description	This unit is about preparation for carrying out warping activity like cleaning the machine, calculating the quantity of raw material required, drawing and creeling the raw material on the machine and winding on the machine
Scope	This unit/task covers the following: <ul style="list-style-type: none"> • Cleaning the warping machine • Calculation for raw material requirement • Creeling the cones/bobbins on the machine
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Cleaning the warping machine	To be competent, the user/individual on the job must be able to: PC1. Remove the run out cones/bobbins if it is still there on the machine PC2. Collect the removed cones/bobbins and place them in the designated box PC3. Clean the warping creel area and the warping machine thoroughly
Calculation for raw material requirement	PC4. Calculate the number of cones/bobbins required as per total number of ends. Check with the supervisor PC5. Calculate minimum required weight of cones/bobbins for preparing the required length of warp. Check with the supervisor PC6. Collect the required number of cones/bobbins of minimum weight
Creeling the cones/bobbins to the machine	PC7. Draw the ends from each creel PC8. Creel the cones in the creel stand PC9. Splice the new set of ends with old set in the heck box or draw the new set of ends from heck box PC10. Ensure that the yarns pass through the designated passage on the machine PC11. Wind the creeled yarns on the machine PC12. Piece the broken yarn
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: KA1. The Cooperative Society/NGO/SHG/Cluster policies, procedures, guidelines and standards for quality KA2. Safe working practices and Cooperative Society/NGO/SHG procedures KA3. Quality systems and other processes practiced in the Cooperative Society/NGO/SHG KA4. Details of the job role and responsibilities KA5. Limits of personal responsibility KA6. Types of problems with quality and how to report them to concerned person KA7. The importance of complying with written instructions KA8. Documenting procedure in case of faults in own/ others' processes

TSC/ N 7302

Carry out pre warping activities

	<p>KA9. Whom to refer problems to when they are outside the limit of your authority</p> <p>KA10. The Cooperative Society/NGO/SHG tools, templates and processes for operations in production</p> <p>KA11. Responsibilities under health, safety and environmental legislation</p> <p>KA12. Guidelines for storage and disposal of waste materials</p> <p>KA13. Potential hazards associated with the machines and the safety precautions that must be taken</p> <p>KA14. Protocol to obtain more information on work related tasks</p> <p>KA15. Documentation formats</p> <p>KA16. Protocol in case of work related risks/ problems</p> <p>KA17. Method of obtaining/giving feedback related to performance</p> <p>KA18. Methods to present any ideas for improvement</p>
<p>B. Technical Knowledge</p>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. Different types of yarns</p> <p>KB2. Different types of counts</p> <p>KB3. Reed width of fabric</p> <p>KB4. Different types of warping machine: manual and power driven, horizontal or vertical drum warping machine</p> <p>KB5. The calculation of minimum weight of cones/bobbins required</p> <p>KB6. The function of creel</p> <p>KB7. The importance of creeling and proper passage of yarn</p> <p>KB8. The importance of cleaning</p> <p>KB9. Weaver's knot and its importance</p>
<p>Skills (S)</p>	
<p>A. Core Skills / Generic Skills</p>	<p>Writing Skills</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. Write in local language</p> <p>Reading Skills</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA2. Read and comprehend written instructions</p> <p>Oral Communication (Listening and Speaking Skills)</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA3. Listen effectively and orally communicate information accurately</p> <p>SA4. Ask for clarification and advice from others</p>
<p>B. Professional Skills</p>	<p>Decision Making</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SB1. Follow rule-based decision-making processes</p> <p>SB2. Make decisions on a suitable course of action or response</p> <p>Plan and Organize</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SB3. Plan and organize your work to achieve targets and deadlines</p> <p>Customer Centricity</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SB4. Avoid absenteeism</p> <p>SB5. Be punctual</p>

National Occupational Standards

TSC/ N 7302

Carry out pre warping activities

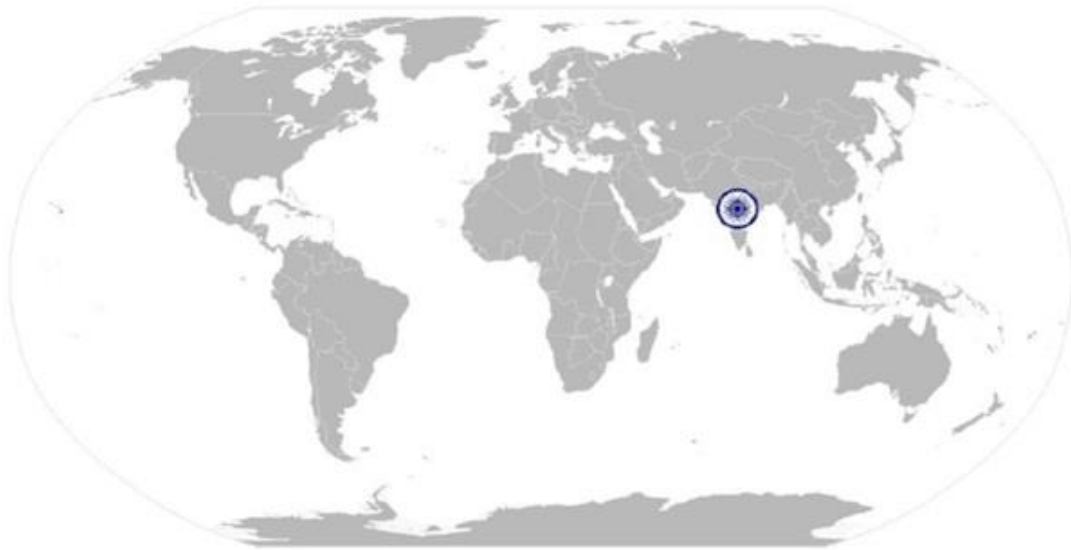
	SB6. Work in Discipline
	SB7. Act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations
	Problem Solving
	The user/ individual on the job needs to know and understand how to:
	SB8. Apply problem-solving approaches in different situations
	SB9. Seek clarification on problems from others
	Analytical Thinking
The user/ individual on the job needs to know and understand how to:	
SB10. Analyze data and activities	
SB11. Pass on relevant information to others	
Critical Thinking	
The user/ individual on the job needs to know and understand how to:	
SB12. Provide opinions on work in a detailed and constructive way	
SB13. Apply balanced judgment to different situations	

NOS Version Control

NOS Code	TSC/ N 7302		
Credits (NSQF)	TBD	Version number	1.0
Sector	Textile Sector	Drafted on	19/08/15
Industry Sub-sector	Handloom	Last reviewed on	14/09/15
Occupation	Pre Loom Operator	Next review date	13/09/16

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National Occupational Standard



Overview

This unit provides performance criteria, knowledge and understanding and skills and abilities required to run a warping machine, attending to warp breakages and proper material handling

National Occupational Standards

TSC / N 7303

Operate the warping machine

National Occupational Standard

Unit Code	TSC / N 7303
Unit Title (Task)	Operate the warping machine
Description	This unit provides performance criteria, knowledge and understanding and skills and abilities required to run a warping machine, attending to warp breakages and proper material handling
Scope	This unit/task covers the following: <ul style="list-style-type: none"> Run the warping machine Piecing the broken yarn Material handling
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Run the warping machine	To be competent, the user/individual on the job must be able to : PC1. Have proper leasing of ends PC2. Start the warping machine PC3. Ensure that there is no overlapping of ends and pay special attention to the edges
Piecing the broken yarn	PC4. Keep a close check if there is any yarn breakage PC5. Stop the machine in case of any breakage and mend it PC6. Ensure that the yarn should be pieced with minimum overlapping PC7. Ensure that minimum time is taken for attending the yarn breakage PC8. Ensure that the tension of the pieced yarn is proper
Material handling	PC9. Stop the machine when warping of required length is done PC10. Complete the warping of first section, as per the set metres, doff the warped yarns PC11. Run the number of sections required as per total number of ends and width of warp sheet PC12. Transfer the completed warp from warping drum to weaver's beam
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: KA1. The Cooperative Society/NGO/SHG/Cluster policies, procedures, guidelines and standards for quality KA2. Safe working practices and Cooperative Society/NGO/SHG procedures KA3. Quality systems and other processes practiced in the Cooperative Society/NGO/SHG/cluster KA4. Details of the job role and responsibilities KA5. Limits of personal responsibility KA6. Types of problems with quality and how to report them to concerned person KA7. The importance of complying with written instructions KA8. Documenting procedure in case of faults in own/ others' processes KA9. Who to refer problems to when they are outside the limit of your authority KA10. The Cooperative Society/NGO/SHG tools, templates and processes for operations in production KA11. Responsibilities under health, safety and environmental legislation

TSC / N 7303

Operate the warping machine

	<p>KA12. Guidelines for storage and disposal of waste materials</p> <p>KA13. Potential hazards associated with the machines and the safety precautions that must be taken</p> <p>KA14. Protocol to obtain more information on work related tasks</p> <p>KA15. Documentation formats</p> <p>KA16. Protocol in case of work related risks/ problems</p> <p>KA17. Method of obtaining/giving feedback related to performance</p> <p>KA18. Methods to present any ideas for improvement</p>
B. Technical Knowledge	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. The function of different parts of the warping machine</p> <p>KB2. Importance of piecing</p> <p>KB3. Weaver's knot</p> <p>KB4. Defects caused due to improper piecing of yarn and overlapping of ends</p> <p>KB5. Safety precautions</p>
Skills (S)	
A. Core Skills / Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to: SA1. Write in local language
	Reading Skills
	The user/ individual on the job needs to know and understand how to: SA2. Read and comprehend written instructions
	Oral Communication (Listening and Speaking Skills)
	The user/ individual on the job needs to know and understand how to: SA3. Listen effectively and orally communicate information accurately SA4. Ask for clarification and advice from others
B. Professional Skills	Decision Making
	The user/ individual on the job needs to know and understand how to: SB1. Follow rule-based decision-making processes SB2. Make decisions on a suitable course of action or response
	Plan and Organize
	The user/ individual on the job needs to know and understand how to: SB3. Plan and organize your work to achieve targets and deadlines
	Customer Centricity
	The user/ individual on the job needs to know and understand how to: SB4. Avoid absenteeism SB5. Be punctual SB6. Work in Discipline SB7. Act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations
	Problem Solving
	The user/ individual on the job needs to know and understand how to: SB8. Apply problem-solving approaches in different situations SB9. Seek clarification on problems from others
	Analytical Thinking
	The user/ individual on the job needs to know and understand how to: SB10. Analyze data and activities

National Occupational Standards

TSC / N 7303

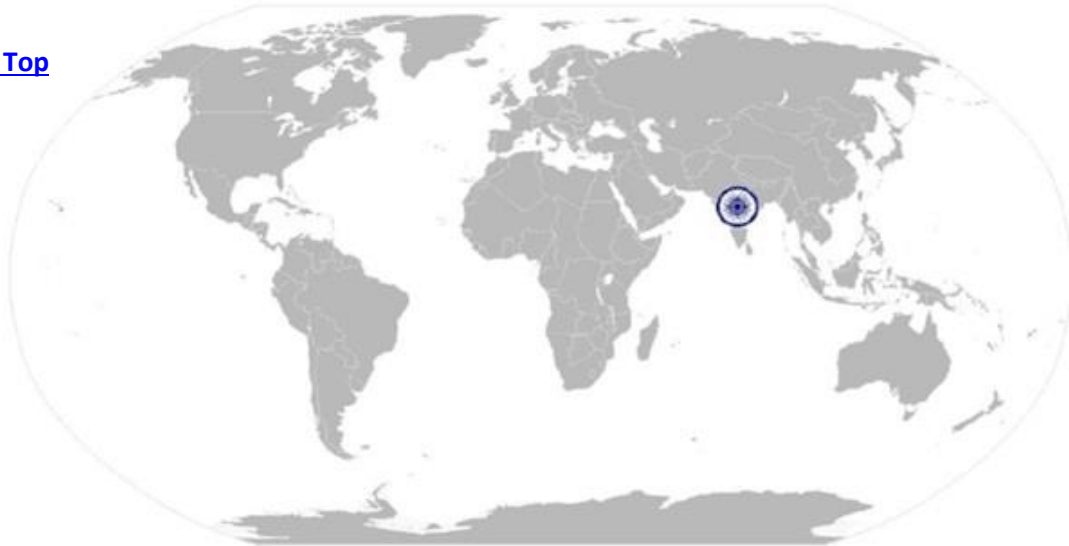
Operate the warping machine

	SB11. Pass on relevant information to others
	Critical Thinking
	The user/ individual on the job needs to know and understand how to: SB12. Provide opinions on work in a detailed and constructive way SB13. Apply balanced judgment to different situations

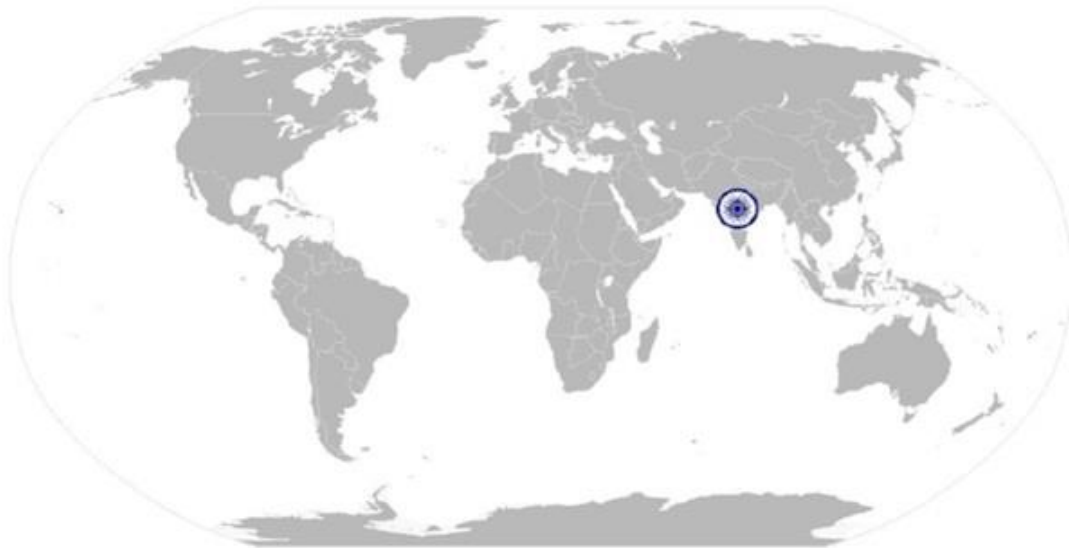
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NOS Code	TSC / N 7303		
Credits (NSQF)	TBD	Version number	1.0
Sector	Textile Sector	Drafted on	19/08/15
Industry Sub-sector	Handloom	Last reviewed on	14/09/15
Occupation	Pre Loom Operator	Next review date	13/09/16

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National Occupational Standard



Overview

This unit provides performance criteria, knowledge and understanding, skills and abilities required for carrying out the labelling of the warped yarns and storing it properly

National Occupational Standards

TSC/ N 7304

Carry out post warping activities

National Occupational Standard

Unit Code	TSC/ N 7304
Unit Title (Task)	Carry out post warping activities
Description	This unit provides performance criteria, knowledge and understanding, skills and abilities required for carrying out the labelling of the warped yarns and storing it properly
Scope	This unit/task covers the following: <ul style="list-style-type: none"> • Labelling of warped yarns • Storing and securing the warped yarns properly
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Labelling of warped yarns	To be competent, the user/individual on the job must be able to PC1. Ensure that the warped yarns are doffed properly PC2. Label the warper yarns with required details like count, number of ends etc.
Storing and securing the warped yarns properly	PC3. Store the warped yarns properly and ensure it is kept stable PC4. Cover the warped yarns properly so that it does not get stained PC5. Dispose of the waste materials in the approved manner PC6. Leave work area safe and secure when work is complete
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: KA1. The Cooperative Society/NGO/SHG/Cluster policies, procedures, guidelines and standards for quality KA2. Safe working practices and Cooperative Society/NGO/SHG procedures KA3. Quality systems and other processes practiced in the Cooperative Society/NGO/SHG KA4. Details of the job role and responsibilities KA5. Limits of personal responsibility KA6. Types of problems with quality and how to report them to concerned person KA7. The importance of complying with written instructions KA8. Documenting procedure in case of faults in own/ others' processes KA9. Who to refer problems to when they are outside the limit of your authority KA10. The Cooperative Society/NGO/SHG tools, templates and processes for operations in production KA11. Responsibilities under health, safety and environmental legislation KA12. Guidelines for storage and disposal of waste materials KA13. Potential hazards associated with the machines and the safety precautions that must be taken KA14. Protocol to obtain more information on work related tasks KA15. Documentation formats KA16. Protocol in case of work related risks/ problems KA17. Method of obtaining/giving feedback related to performance KA18. Methods to present any ideas for improvement

TSC/ N 7304

Carry out post warping activities

B. Technical Knowledge	The user/individual on the job needs to know and understand: KB1. Importance of coding/labeling of warped yarns KB2. Importance of proper storing of warped yarns KB3. Importance of cleanliness at workplace KB4. Safety procedures to be followed while working on warping machine
Skills (S)	
A. Core Skills / Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to: SA1. Write in local language
	Reading Skills
	The user/ individual on the job needs to know and understand how to: SA2. Read and comprehend written instructions
B. Professional Skills	Oral Communication (Listening and Speaking Skills)
	The user/ individual on the job needs to know and understand how to: SA3. Listen effectively and orally communicate information accurately SA4. Ask for clarification and advice from others
	Decision Making
	The user/ individual on the job needs to know and understand how to: SB1. Follow rule-based decision-making processes SB2. Make decisions on a suitable course of action or response
	Plan and Organize
	The user/ individual on the job needs to know and understand how to: SB3. Plan and organize your work to achieve targets and deadlines
	Customer Centricity
	The user/ individual on the job needs to know and understand how to: SB4. Avoid absenteeism SB5. Be punctual SB6. Work in Discipline SB7. Act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations
	Problem Solving
	The user/ individual on the job needs to know and understand how to: SB8. Apply problem-solving approaches in different situations SB9. Seek clarification on problems from others
	Analytical Thinking
	The user/ individual on the job needs to know and understand how to: SB10. Analyze data and activities SB11. Pass on relevant information to others
	Critical Thinking
The user/ individual on the job needs to know and understand how to: SB12. Provide opinions on work in a detailed and constructive way SB13. Apply balanced judgments to different situations	

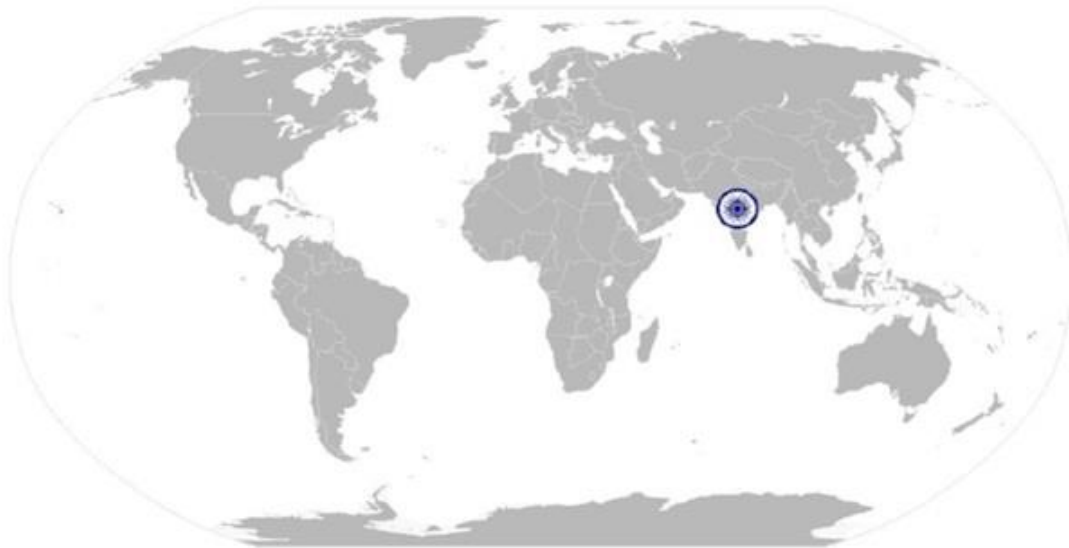
TSC/ N 7304

Carry out post warping activities

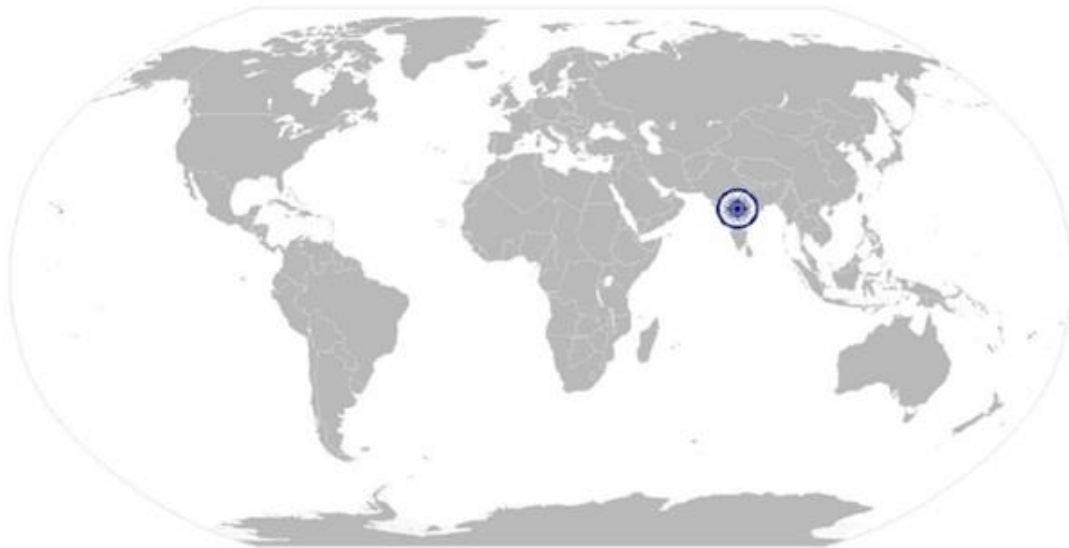
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NOS Code	TSC/ N 7304		
Credits (NSQF)	TBD	Version number	1.0
Sector	Textile Sector	Drafted on	19/08/15
Industry Sub-sector	Handloom	Last reviewed on	14/09/15
Occupation	Pre Loom Operator	Next review date	13/09/16

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National Occupational Standard



Overview

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

TSC/ N 9005

Maintain work area and tools in handloom sector

Unit Code	TSC/ N 9005
Unit Title (Task)	Maintain work area and tools in handloom sector
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	This unit/task covers the following: <ul style="list-style-type: none"> Maintain the work area, tools and machines
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Maintain the work area, tools and machines	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. Handle materials and tools safely and correctly</p> <p>PC2. Use correct lifting and handling procedures</p> <p>PC3. Use materials in a manner to minimize waste</p> <p>PC4. Maintain a clean and hazard free working area</p> <p>PC5. Maintain the tools and equipment used for warping</p> <p>PC6. Carry out maintenance and/or cleaning within one's responsibility</p> <p>PC7. Identify damaged tools and materials and take action according to the standards followed</p> <p>PC8. Ensure that the correct tools and yarn required are in place</p> <p>PC9. Work with the correct posture</p> <p>PC10. Use cleaning equipment and methods appropriate for the work to be carried out</p> <p>PC11. Dispose of waste safely in the designated location</p> <p>PC12. Store cleaning equipment safely after use</p> <p>PC13. Carry out cleaning according to schedule and limits of responsibility</p>
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. Personal hygiene</p> <p>KA2. Safe working practices and Cooperative Society/NGO/SHG/cluster procedures</p> <p>KA3. Limits of your own responsibility</p> <p>KA4. Ways of resolving problems within the work area</p> <p>KA5. The production process and the specific work activities that relate to the whole process</p> <p>KA6. The importance of effective communication with colleagues</p> <p>KA7. The lines of communication, authority and reporting procedures</p> <p>KA8. The Cooperative Society/NGO/SHG/cluster rules, codes and guidelines (including time keeping).</p> <p>KA9. The company's quality standards</p> <p>KA10. The importance of complying with written instructions</p>
B. Technical Knowledge	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. Work instructions and specifications and interpret them accurately</p> <p>KB2. Method to make use of the information detailed in specifications and instructions</p> <p>KB3. Relation between work role and the overall manufacturing process</p>

TSC/ N 9005

Maintain work area and tools in handloom sector

	<p>KB4. The importance of taking action when problems are identified</p> <p>KB5. Different ways of minimising waste</p> <p>KB6. Effects of contamination on products</p> <p>KB7. Common faults and the methods to rectify them</p> <p>KB8. Tools maintenance procedures</p> <p>KB9. Hazards likely to be encountered when conducting routine maintenance</p> <p>KB10. Different types of cleaning substances and their use</p> <p>KB11. Safe working practices for cleaning and the methods of carrying them out</p>
Skills (S)	
A. Core Skills / Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to: SA1. Write in local language
	Reading Skills
	The user/ individual on the job needs to know and understand how to: SA2. Read and comprehend written instructions
B. Professional Skills	Oral Communication (Listening and Speaking Skills)
	The user/ individual on the job needs to know and understand how to: SA3. Listen effectively and orally communicate information accurately SA4. Ask for clarification and advice from others
	Decision Making
	The user/ individual on the job needs to know and understand how to: SB1. Follow rule-based decision-making processes SB2. Make decisions on a suitable course of action or response
	Plan and Organize
	The user/ individual on the job needs to know and understand how to: SB3. Plan and organize your work to achieve targets and deadlines
	Customer Centricity
	The user/ individual on the job needs to know and understand how to: SB4. Avoid absenteeism SB5. Be punctual SB6. Work in Discipline SB7. Act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations
	Problem Solving
	The user/ individual on the job needs to know and understand how to: SB8. Apply problem-solving approaches in different situations SB9. Seek clarification on problems from others
Analytical Thinking	
The user/ individual on the job needs to know and understand how to: SB10. Analyze data and activities SB11. Pass on relevant information to others	
Critical Thinking	
The user/ individual on the job needs to know and understand how to: SB12. Provide opinions on work in a detailed and constructive way SB13. Apply balanced judgment to different situations	

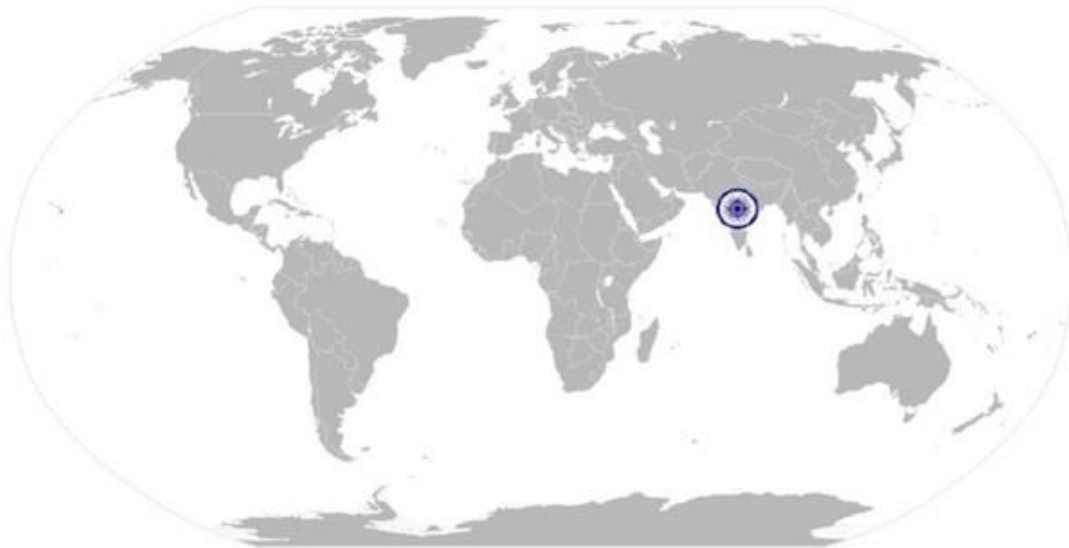
TSC/ N 9005

Maintain work area and tools in handloom sector

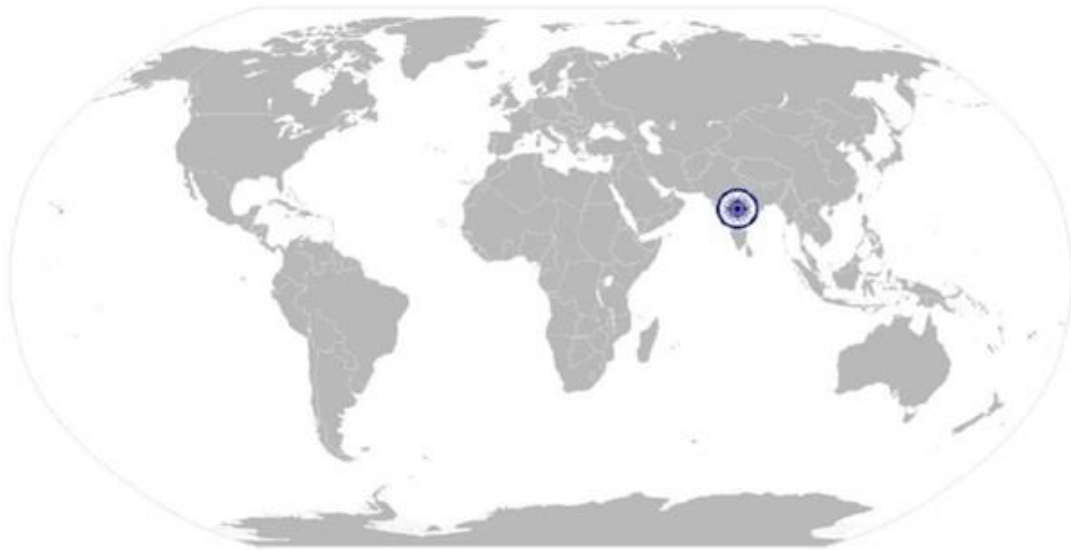
NOS Version Control

NOS Code	TSC/ N 9005		
Credits (NSQF)	TBD	Version number	1.0
Sector	Textile Sector	Drafted on	19/08/15
Industry Sub-sector	Handloom	Last reviewed on	14/09/15
Occupation	Pre Loom Operator	Next review date	13/09/16

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National Occupational Standard



Overview

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

National Occupational Standards

TSC/ N 9006

Working in a team in handloom sector

National Occupational Standard

Unit Code	TSC/ N 9006
Unit Title (Task)	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	This unit/task covers the following: <ul style="list-style-type: none"> • Commitment and trust • Communication • Adaptability • Creative freedom
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Commitment and trust	To be competent, the user/individual on the job must be able to: PC1. Be accountable to one's own role in the whole process PC2. Perform all roles with full responsibility PC3. Be effective and efficient at workplace
Communication	PC4. Properly communicate about workplace policies PC5. Talk politely with other team members and colleagues PC6. Submit daily report of own performance
Adaptability	PC7. Adjust in different work situations PC8. Give due importance to others' point of view PC9. Avoid conflicting situations
Creative freedom	PC10. Improve upon the existing techniques to increase process efficiency
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: KA1. Standard Operating Procedures(SOP) and regulations in the Cooperative Society/NGO/SHG KA2. Procedure followed to get the final output in the Cooperative Society/NGO/SHG KA3. Safe working practices to be adopted in the Cooperative Society/NGO/SHG KA4. Consulting the supervisor and taking relevant actions against any grievances faced
B. Technical Knowledge	The user/individual on the job needs to know and understand: KB1. Importance of commitment and trust KB2. Importance of proper communication KB3. Importance of adaptability KB4. Importance of creative freedom
Skills (S)	
A. Core Skills / Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to: SA1. Write in local language
	Reading Skills
	The user/ individual on the job needs to know and understand how to:

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	SA2. Read and comprehend written instructions
	Oral Communication (Listening and Speaking Skills)
	The user/ individual on the job needs to know and understand how to: SA3. Listen effectively and orally communicate information accurately SA4. Ask for clarification and advice from others
B. Professional Skills	Decision Making
	The user/ individual on the job needs to know and understand how to: SB1. Follow rule-based decision-making processes SB2. Make decisions on a suitable course of action or response
	Plan and Organize
	The user/ individual on the job needs to know and understand how to: SB3. Plan and organize your work to achieve targets and deadlines
	Customer Centricity
	The user/ individual on the job needs to know and understand how to: SB4. Avoid absenteeism SB5. Be punctual SB6. Work in Discipline SB7. Act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations
	Problem Solving
	The user/ individual on the job needs to know and understand how to: SB8. Apply problem-solving approaches in different situations SB9. Seek clarification on problems from others
	Analytical Thinking
	The user/ individual on the job needs to know and understand how to: SB10. Analyze data and activities SB11. Pass on relevant information to others
	Critical Thinking
	The user/ individual on the job needs to know and understand how to: SB12. Provide opinions on work in a detailed and constructive way SB13. Apply balanced judgment to different situations

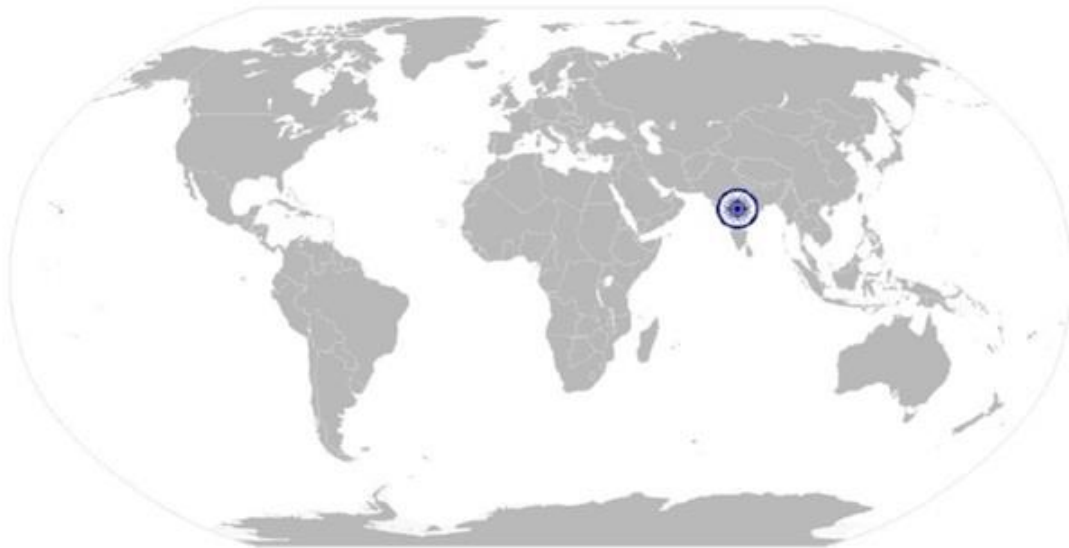
NOS Version Control

NOS Code	TSC/ N 9006		
Credits (NSQF)	TBD	Version number	1.0
Sector	Textile Sector	Drafted on	19/08/15
Industry Sub-sector	Handloom	Last reviewed on	14/09/15
Occupation	Pre Loom Operator	Next review date	13/09/16

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TSC/ N 9007 Maintain health, safety and security at work place in handloom sector

National Occupational Standard



Overview

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

TSC/ N 9007 Maintain health, safety and security at work place in handloom sector

Unit Code	TSC/ N 9007
Unit Title (Task)	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	This unit/task covers the following: <ul style="list-style-type: none"> Comply with health, safety and security requirements at work Recognizing and addressing the hazards
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Comply with health, safety and security requirements at work	<p>To be competent, the user/individual on the job must be able to</p> <p>PC1. Comply with health and safety related instructions applicable to the workplace</p> <p>PC2. Use and maintain personal protective equipment as per protocol</p> <p>PC3. Carry out own activities in line with approved guidelines and procedures</p> <p>PC4. Maintain a healthy lifestyle and guard against dependency on in toxicants</p> <p>PC5. Follow environment management system related procedures</p> <p>PC6. Store materials and tools in line with manufacturer's and Cooperative Society/NGO/SHG requirements</p> <p>PC7. Safely handle and move waste and debris</p> <p>PC8. Minimize health and safety risks to self and others due to own actions</p> <p>PC9. Monitor the work place and work processes for potential risks and threats</p> <p>PC10. Carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned</p> <p>PC11. Participate in mock drills/ evacuation procedures organized at the workplace</p> <p>PC12. Undertake first aid, fire-fighting and emergency response training, if asked to do so</p> <p>PC13. Take action based on instructions in the event of fire, emergencies or accidents</p> <p>PC14. Follow Cooperative Society/NGO/SHG procedures for evacuation when required</p>
Recognizing and addressing the hazards	<p>PC15. Identify different kinds of possible hazards (environmental, personal, ergonomic and chemical) of the industry</p> <p>PC16. Recognize other possible security issues existing in the workplace</p> <p>PC17. Plan the safety techniques</p> <p>PC18. Recognize different measures to curb the hazards</p> <p>PC19. Implement the programs</p> <p>PC20. Communicate the safety plans to everyone</p> <p>PC21. Attach disciplinary rules with the implementation</p>
Knowledge and Understanding (K)	

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A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: KA1. Health and safety related practices applicable at the workplace KA2. Potential hazards, risks and threats based on nature of operations KA3. Cooperative Society/NGO/SHG procedures for safe handling of tools KA4. Potential risks due to own actions and methods to minimize these KA5. Environmental management system related procedures at the workplace KA6. Layout of the plant and details of emergency exits, escape routes, emergency equipment and assembly points KA7. Potential accidents and emergencies and response to these scenarios KA8. Documentation formats KA9. Details of personnel trained in first aid, fire-fighting and emergency response
B. Technical Knowledge	The user/individual on the job needs to know and understand: KB1. Occupational health and safety risks and methods KB2. Personal protective equipment and method of use KB3. Identification, handling and storage of hazardous substances KB4. Proper disposal system for waste and by-products KB5. Signage related to health and safety and their meaning KB6. Importance of sound health, hygiene and good habits KB7. Ill- effects of alcohol, tobacco and drugs
Skills (S)	
A. Core Skills / Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to: SA1. Write in local language
	Reading Skills
	The user/ individual on the job needs to know and understand how to: SA2. Read and comprehend written instructions
B. Professional Skills	Oral Communication (Listening and Speaking Skills)
	The user/ individual on the job needs to know and understand how to: SA3. Listen effectively and orally communicate information accurately SA4. Ask for clarification and advice from others
	Decision Making
	The user/ individual on the job needs to know and understand how to: SB1. Follow rule-based decision-making processes SB2. Make decisions on a suitable course of action or response
	Plan and Organize
The user/ individual on the job needs to know and understand how to: SB3. Plan and organize your work to achieve targets and deadlines	
Customer Centricity	
The user/ individual on the job needs to know and understand how to: SB4. Avoid absenteeism SB5. Be punctual SB6. Work in Discipline SB7. Act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations	

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	Problem Solving
	The user/ individual on the job needs to know and understand how to: SB8. Apply problem-solving approaches in different situations SB9. Seek clarification on problems from others
	Analytical Thinking
	The user/ individual on the job needs to know and understand how to: SB10. Analyze data and activities SB11. Pass on relevant information to others
	Critical Thinking
	The user/ individual on the job needs to know and understand how to: SB12. Provide opinions on work in a detailed and constructive way SB13. Apply balanced judgment to different situations

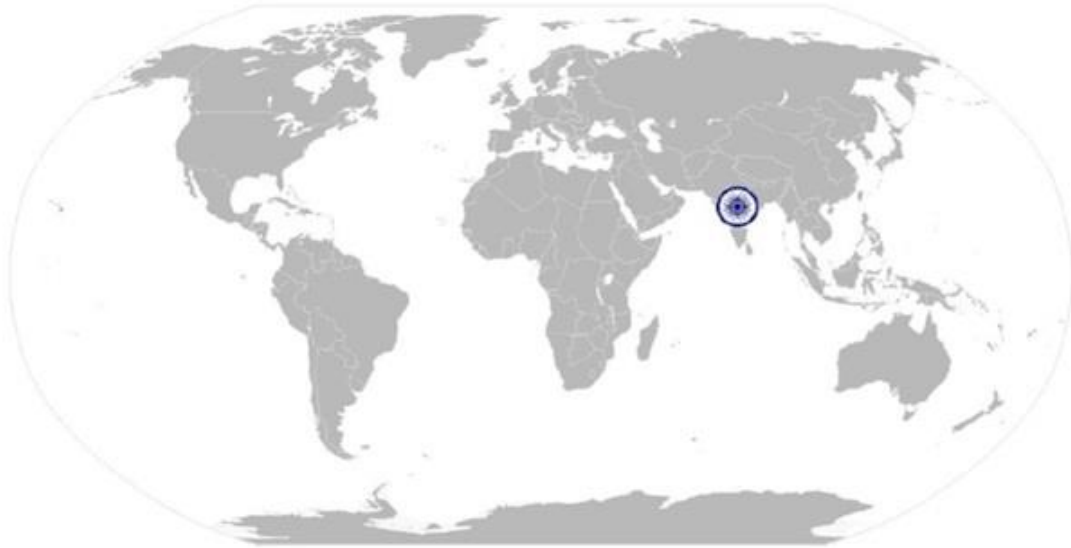
NOS Version Control

NOS Code	TSC/ N 9007		
Credits (NSQF)	TBD	Version number	1.0
Sector	Textile Sector	Drafted on	19/08/15
Industry Sub-sector	Handloom	Last reviewed on	14/09/15
Occupation	Pre Loom Operator	Next review date	13/09/16

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TSC/ N 9008 Comply with work place requirements in handloom sector

National Occupational Standard



Overview

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

TSC/ N 9008 Comply with work place requirements in handloom sector

Unit Code	TSC/ N 9008
Unit Title (Task)	Comply with work place 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	This unit/task covers the following: <ul style="list-style-type: none"> Self-development Team work Organizational standards
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Self- development	To be competent, the user/individual on the job must be able to : PC1. Perform own duties effectively PC2. Take responsibility for own actions PC3. Be accountable towards the job role and assigned duties PC4. Take initiative and innovate the existing methods PC5. Focus on self-learning and improvement
Team Work	PC6. Co-ordinate with all team members and colleagues PC7. Communicate politely PC8. Avoid conflicts and miscommunication
Organizational standards	PC9. Know the organizational standards PC10. Implement them in your performance PC11. Motivate others to follow them
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: KA1. Standard Operating Procedures (SOP) and regulations in the Cooperative Society/NGO/SHG KA2. Knowledge of workplace standards
B. Technical Knowledge	The user/individual on the job needs to know and understand: KB1. Importance of self-development KB2. Importance of team work KB3. Importance of understanding and complying with organizational standards
Skills (S)	
A. Core Skills / Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to: SA1. Write in local language
	Reading Skills
	The user/ individual on the job needs to know and understand how to: SA2. Read and comprehend written instructions
A. Core Skills / Generic Skills	Oral Communication (Listening and Speaking Skills)
	The user/ individual on the job needs to know and understand how to: SA3. Listen effectively and orally communicate information accurately

TSC/ N 9008 Comply with work place requirements in handloom sector

	SA4. Ask for clarification and advice from others
B. Professional Skills	Decision Making
	The user/ individual on the job needs to know and understand how to: SB1. Follow rule-based decision-making processes SB2. Make decisions on a suitable course of action or response
	Plan and Organize
	The user/ individual on the job needs to know and understand how to: SB3. Plan and organize your work to achieve targets and deadlines
	Customer Centricity
	The user/ individual on the job needs to know and understand how to: SB4. Avoid absenteeism SB5. Be punctual SB6. Work in Discipline SB7. Act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations
	Problem Solving
	The user/ individual on the job needs to know and understand how to: SB8. Apply problem-solving approaches in different situations SB9. Seek clarification on problems from others
	Analytical Thinking
	The user/ individual on the job needs to know and understand how to: SB10. Analyze data and activities SB11. Pass on relevant information to others
	Critical Thinking
	The user/ individual on the job needs to know and understand how to: SB12. Provide opinions on work in a detailed and constructive way SB13. Apply balanced judgment to different situations

NOS Version Control

NOS Code	TSC/ N 9008		
Credits (NSQF)	TBD	Version number	1.0
Sector	Textile Sector	Drafted on	19/08/15
Industry Sub-sector	Handloom	Last reviewed on	14/09/15
Occupation	Pre Loom Operator	Next review date	13/09/16

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CRITERIA FOR ASSESSMENT OF TRAINEES**Job Role:** Warper**Qualification Pack:** TSC/Q 7302**Sector Skill Council:** Textile Sector Skill Council**Guidelines for Assessment:**

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory 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. To pass the Qualification Pack, every trainee should score a minimum of 80% in every NOS
6. In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack.

Assessable Outcomes	Assessment Criteria	Total Marks	Out of	Theory	Skills Practical /Viva
TSC/N 7302 (Carry out pre warping activities)	PC1.Remove the run out cones/bobbins if it is still there on the machine	200	10	3	7
	PC2.Collect the removed cones/bobbins and place them in the designated box		12	4	6
	PC3.Clean the warping creel area and the warping machine thoroughly		14	4	10
	PC4.Calculate the number of cones/bobbins required as per total number of ends. Check with the supervisor		25	15	10
	PC5.Calculate minimum required weight of cones/bobbins for preparing the required length of warp. Check with the supervisor		25	15	10
	PC6.Collect the required number of cones/bobbins of minimum weight		12	5	7
	PC7.Draw the ends from each creel		16	5	11
	PC8.Creel the cones in the creel stand		16	5	11
	PC9. Splice the new set of ends with		20	6	14

	old set in the Heck box or draw the new set of ends through heck box				
	PC10.Ensure the yarns passes through the designated passage on the machine		12	5	7
	PC11.Wind the creeled yarns on the machine		20	6	14
	PC12.Piece the broken yarn		20	6	14
	Total	200	200	79	121
TSC/N 7303 (Operate the warping machine)	PC1. Have proper leasing of ends	150	16	4	10
	PC2.Start the warping machine		11	4	7
	PC3.Ensure that there should be no overlapping of ends and pay special attention to the edges		15	6	9
	PC2.Check that the container for carrying out dyeing is clean		16	4	10
	PC5.Stop the machine in case of any breakage and mend it		11	4	7
	PC6.Ensure that the yarn should be pieced with minimum overlapping		16	5	11
	PC7.Ensure that minimum time is taken for attending the yarn breakage		8	3	5
	PC8.Ensure that the tension of the pieced yarn is proper		11	3	8
	PC9.Stop the machine when warping of required length is done		8	3	5
	PC10. Complete the warping of first section, as per the set meters, doff the warped yarns		16	5	11
	PC11.Run number of sections required as per total number of ends and width of warp sheet		11	4	7
	PC12.Transfer the completed warp from warping drum to weaver's beam		15	5	10
	Total		150	150	50
TSC/N 7304 (Carry out post warping activities)	PC1.Ensure the warped yarns are doffed properly	100	12	5	7
	PC2.Label the warper yarns with required details like count, number of ends, width of warp, length of warp etc.		25	10	15

	PC3.Store the warped yarns properly and ensure it is kept stable		26	8	17
	PC4.Cover the warped yarns properly so that it does not get stained		15	6	9
	PC5.Dispose of the waste materials in the approved manner		15	6	9
	PC6.Leave work area safe and secure when work is complete		8	3	5
	Total	100	100	38	62
TSC/N 9005 (Maintain work area and tools in handloom sector)	PC1.Handle materials and tools safely and correctly	50	5	2	3
	PC2.Use correct lifting and handling procedures		3	1	2
	PC3.Use materials to minimize waste		3	1	2
	PC4.Maintain a clean and hazard free working area		3	1	2
	PC5.Maintain the tools used for winding		5	2	3
	PC6.Carry out maintenance and/or cleaning within one's responsibility		5	2	3
	PC7.Identify damaged tools and materials and take action according to the standards followed		5	2	3
	PC8.Ensure that the correct tools and yarn required are in place		3	1	2
	PC9.Work in a comfortable position with the correct posture		3	1	2
	PC10.Use cleaning equipment and methods appropriate for the work to be carried out		3	1	2
	PC11.Dispose of waste safely in the designated location		4	2	2
	PC12.Store cleaning equipment safely after use		3	1	2
	PC13.Carry out cleaning according to schedule and limits of responsibility		5	2	3
	Total	50	50	19	31
TSC/N 9006 (Working in a team in handloom sector)	PC1.Be accountable to the own role in whole process	50	6	2	4
	PC2.Perform all roles with full responsibility		5	1	4
	PC3.Be effective and efficient at workplace		4	2	2

	PC4.Properly communicate about workplace policies		5	2	3
	PC5.Talk politely with other team members and colleagues		5	2	3
	PC6.Submit daily report of own performance		6	2	4
	PC7.Adjust in different work situations		5	2	3
	PC8.Give due importance to others' point of view		5	2	3
	PC9.Avoid conflicting situations		5	2	3
	PC10.Improve upon the existing techniques to increase process efficiency		4	2	2
	Total	50	50	19	31
TSC/N 9007 (Maintain health, safety and security at workplace in handloom sector)	PC1.Comply with health and safety related instructions applicable to the workplace	100	6	2	4
	PC2.Use and maintain personal protective equipment as per protocol		6	2	4
	PC3.Carry out own activities in line with approved guidelines and procedures		4	1	3
	PC4.Maintain a healthy lifestyle and guard against dependency on intoxicants		4	1	3
	PC5.Follow environment management system related procedures		4	1	3
	PC6.Store materials and tools in line with manufacturer's and Cooperative Society/NGO/SHG requirements		4	2	2
	PC7.Safely handle and move waste and debris		4	2	2
	PC8.Minimize health and safety risks to self and others due to own actions		6	2	4
	PC9.Monitor the work place and work processes for potential risks and threats		6	2	4
	PC10.Carry out periodic walk – through to keep work area free from hazards and obstructions, if assigned		6	2	4
	PC11.Participate in mock drills/		4	2	2

	evacuation procedures organized at the workplace				
	PC12.Undertake first aid, fire-fighting and emergency response training, if asked to do so		6	2	4
	PC13.Take action based on instructions in the event of fire, emergencies or accidents		6	2	4
	PC14.Follow Cooperative Society/NGO/SHG procedures for evacuation when required		4	1	3
	PC15.Identify different kinds of possible hazards (environmental, personal, ergonomic, and chemical) of the industry		4	1	3
	PC16.Recognise other possible security issues existing in the workplace		4	1	3
	PC.17Planning the safety techniques		5	2	3
	PC18.Recognise different measures to curb the hazards		4	1	3
	PC19.Implementing the programs		5	2	3
	PC20.Communicate the safety plan to everyone		4	1	3
	PC21.Attach disciplinary rules with the implementation		4	1	3
	Total	100	100	33	67
TSC/N 9008 (Comply with work place requirements in handloom sector)	PC1.Perform own duties effectively	50	5	2	3
	PC2.Take responsibility for own actions		5	2	3
	PC3.Be accountable towards the job role and assigned duties		5	2	3
	PC4.Take initiative and innovate the existing methods		3	1	2
	PC5.Focus on self-learning and improvement		5	2	3
	PC6.Co-ordinate with all the team members and colleagues		5	2	3
	PC7.Communicate politely		5	2	3
	PC8.Avoid conflicts and miscommunication		5	2	3
	PC9.Know the organisational standards		5	2	3
	PC10.Implement them in your performance		5	2	3

	PC11.Motivate others to follow them		2	1	1
	Total	50	50	20	30
	Grand Total	700	700	258	442