

QUALIFICATIONS PACK - OCCUPATIONAL STANDARDS FOR GEMS & JEWELLERY INDUSTRY



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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

Qualifications Pack-Goldsmith: Frame Maker

SECTOR: GEMS & JEWELLERY

SUB-SECTOR: Handmade gold and gems-set jewellery

OCCUPATION: Gold smithy (Basic)

REFERENCE ID: G&J/Q0604

ALIGNED TO: NCO-2004/7313.28

Goldsmith - Frame maker: Goldsmith is also known as ‘Artisan’ or ‘Bench worker’ in Indian gold jewellery making industry. Goldsmith is an important job role.

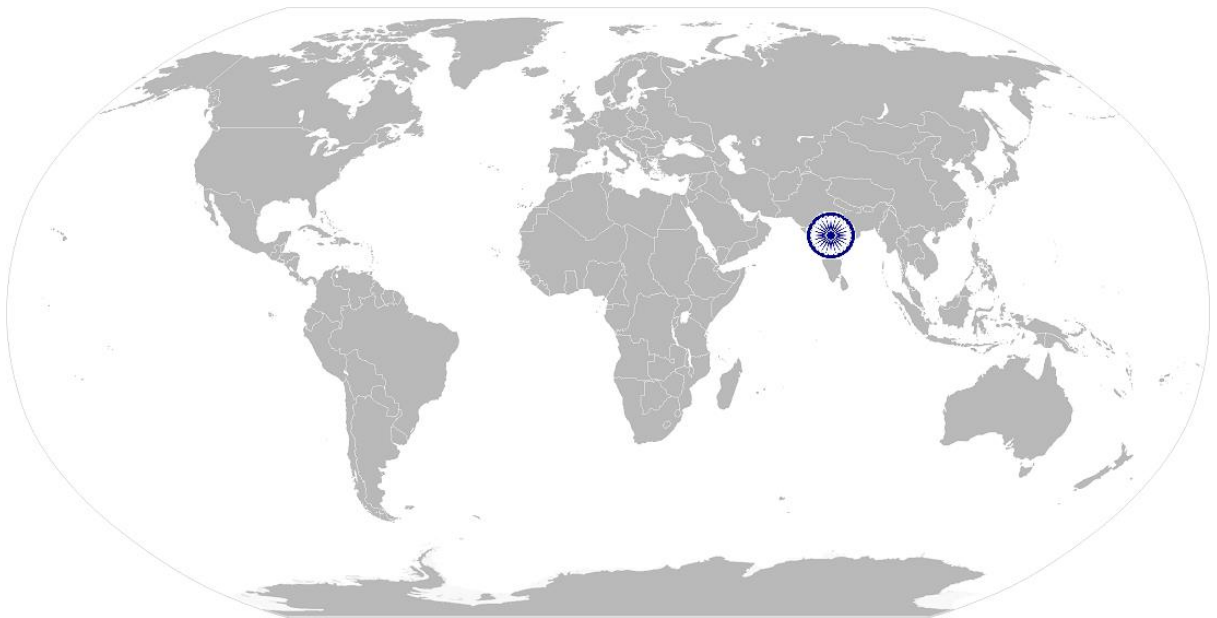
Brief Job Description: The individual works, mainly, with machine and hand tools to create the base jewellery frame from gold as per design and for further embellishing with components, gemstones and enamelling and plating. The goldsmith is responsible for delivering quality gold jewellery with minimum gold or stone loss.

Personal Attributes: The job requires the individual to have: attention to details; good eyesight; steady hands; ability to work in a process driven team for long hours in sitting position; a lot of patience; and creativity. The individual must also be able to use reflective skills in order to develop improved designs and work processes, and analytical skills to avoid errors and hazards.

Job Details	Qualifications Pack Code	G&J/Q0604		
	Job Role	Goldsmith - Frame maker		
	Credits(NVEQF/NVQF/NSQF)	TBD	Version number	1.0
	Sector	Gems & Jewellery	Drafted on	14/04/13
	Sub-sector	Handmade and Gems-set Jewellery	Last reviewed on	30/07/13
	Occupation	Gold smithy (Basic)	Next review date	15/07/15

Job Role	Goldsmith - Frame maker Also known as 'Artisan' or 'Bench-worker'
Role Description	Converting precious metal bar or pieces into a complete jewellery frame of required size, weight and quality by employing the appropriate techniques for the product, adding components, while minimising hazards and working independently
NVEQF/NVQF level	4
Minimum Educational Qualifications	Preferably 10 th standard passed
Maximum Educational Qualifications	
Training	Not Applicable
Experience	Not Applicable
Applicable National Occupational Standards (NOS)	<p>Compulsory:</p> <ol style="list-style-type: none"> G&J/N0605 Make the jewellery frame of gold or alloy G&J/N9910 Maintain IPR and respect copyright G&J/N9912 Coordinate with co-workers G&J/N9914 Maintain safe work environment <p>Optional: Not applicable</p>
Performance Criteria	As described in the relevant OS units

National Occupational Standard



Overview

This unit is about the first step in handmade gold jewellery manufacturing, i.e., creating the base frame of gold jewellery for further adding components, embellishing and bejewelling, polishing and finishing.

G&J/N0605

Make the jewellery frame of gold or alloy

National Occupational Standard	Unit Code	G&J/N0605
	Unit Title (Task)	Make gold jewellery frame of gold or alloy
	Description	This OS unit is about making the base frame of gold jewellery for further embellishing and finishing
	Scope	<p>The unit/ task covers the following:</p> <p>Order metal and components for making frame</p> <ul style="list-style-type: none"> understand design specifications in terms of regional style applicable, types of alloy of gold, components and stones required; weight; entire jewellery making process flow, and delivery schedule assess quantity of gold required for frame based on product or style type and design assess quantity and types of components required for the frame <p>Make the frame</p> <ul style="list-style-type: none"> roll or draw wire, sheet or strip from gold bar as per design requirement anneal the wire or strip for malleability by heat-treatment using gas torch or furnace, setting the temperature according to the thickness of the wire or sheet or strip, removing from heat and quenching in water to cool repeat the annealing process after every drawing or rolling cut and saw wire or sheet to make the frame piece create designs by stamping, embossing, scraping, as per design check symmetry of design lay the frame pieces on wax or lac and set in Plaster of Paris (PoP) mixture or customised jigs solder components and frame to link frame pieces as per design remove PoP, level and strengthen joints in wax or lac send completed frame for cleaning with brush and water or chemical solution <p>File the frame parts or completed frame</p> <ul style="list-style-type: none"> understand design/ specification requirements such as length, bend or flexibility, colour, evenness, melting point of alloy metal, size and embellishments to follow cut any sharp edges and grind for smooth surface shape collets for stone setting or prepare surface for enamelling smooth outer periphery surface as per design avoid over filing <p>Link and smoothen the frame</p> <ul style="list-style-type: none"> solder locks and hinges as per design ensure correct distance between linked components avoid under or over soldering

G&J/N0605

Make the jewellery frame of gold or alloy

	<p>Control gold loss</p> <ul style="list-style-type: none"> • collect gold dispersed during the day (dust and fragments) • tally account as per allowed standards for the design • conduct regular and controlled environment cleaning for collection <p>Detect product defects</p> <ul style="list-style-type: none"> • inform supervisor if a component has arrived with defect • understand the type of defect and send to relevant goldsmith for rework • suggest ways to rectify defect in order to save rework time <p>Check quality and send frame for quality check (QC)</p> <ul style="list-style-type: none"> • check filed frame, visually, in order to detect defects such as file marks, uneven surface, rough edge, loose links, unsoldered joints and impurities • rework as suggested by QC department • re-file product returned from QC department with filing or design defects <p>Return completed frame and gold to supervisor</p> <ul style="list-style-type: none"> • return gold dust and filings to supervisor <p>Report problems about</p> <ul style="list-style-type: none"> • impractical design • tools shortage and their maintenance related • reasons for anticipated delays that may adversely affect delivery
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Performance Criteria(PC) w.r.t. the Scope

Element	Performance Criteria
Ordering metal	To be competent, the user/individual on the job must be able to: PC1. accurately assess precious metal or alloy required as per design including beginning weight, gold lost in subsequent processes, and end product weight PC2. assess component types and quantities required
Making frame	To be competent, the user/individual on the job must be able to: PC3. deliver in time to cleaning, polishing, buffing process PC4. make accurate replica as per design with minimum rework PC5. achieve weight, size and detailing dimensions as per design PC6. achieve improved productivity per design type PC7. complete wok with minimum hazards and accidents
Filing and linking frame parts	To be competent, the user/individual on the job must be able to: PC8. achieve smooth finish and safe to wear ornament PC9. make strong but flexible joints PC10. achieve clean soldering without damage to frame PC11. achieve improved productivity and quality as per design requirement
Controlling gold loss	To be competent, the user/individual on the job must be able to: PC12. maintain loss limit as per company's loss margin policy PC13. undertake regular gold-dust cleaning as prescribed by company PC14. account for loss and maintain related documentation

G&J/N0605

Make the jewellery frame of gold or alloy

Quality of output	To be competent, the user/individual on the job must be able to: PC15. achieve size, weight, finish, detailing and dimensions as per design PC16. maintain utility factor maintained for ease of wearing and safety PC17. ensure that joints are firm and flexible and frame is even PC18. achieve QC-okayed base frame
Handling problems	To be competent, the user/individual on the job must be able to: PC19. deliver complete product on time by reporting problems faced or anticipated well in advance
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The individual on the job needs to know and understand: KA1. company's policies on: acceptable limits of precious metal loss per product type; incentives; delivery standards; safety and hazards; integrity and IPR; and personnel management KA2. work flow involved in company's jewellery manufacturing process from one goldsmith to another KA3. importance of the individual's role in the workflow KA4. reporting structure KA5. typical customer profile and market trends
B. Technical Knowledge	The individual on the job needs to know and understand: KB1. different types of jewellery, e.g., regional styles, making techniques, new styles such as fusion. KB2. how components such as balls wire, stampings, and chains are made KB3. uses of different types of files and tools for different end results KB4. gold alloy properties such as strength, malleability KB5. annealing: heat treatments and intensity effect with respect to different types of gold alloys KB6. potential work hazards, particularly, when using hand and machine tools as well as acids KB7. chemical reactions between non-gold materials used
Skills (S) [Optional]	
A. Core Skills/ Generic Skills	Basic reading and writing skills
	The user/individual on the job needs to know and understand how: SA1. to read notes and put notes on design
	Measuring and geometry skills
	The user/individual on the job needs to know and understand how: SA2. to assess material requirements as per design SA3. to assess gold loss at each step of jewellery making so as to deliver product of correct weight and size SA4. to translate symmetry aspect of design into jewellery frame SA5. to translate flexibility and utility aspect of design into frame

G&J/N0605

Make the jewellery frame of gold or alloy

B. Professional Skills	Teamwork and multitasking
	The individual on the job needs to know and understand how: SA6. to share work load as required SA7. to deliver frame to next work process on time
	Reading design
	The individual on the job needs to know and understand: SB1. how to convert design into frame SB2. components that go into making the exact product as customer ordered SB3. how to spot difficulties with respect to practicality of design
	Wax and plaster setting technique
	The individual on the job needs to know and understand how: SB4. to set the frame and components accurately in PoP and wax as per design SB5. to prepare plaster slurry of right temperature and set the frame SB6. to components and frame on wax or lac plate or jigs
	Soldering technique
	The individual on the job needs to know and understand how: SB7. to ensure right amount of heating in order to link the pieces
	Using tools and machines
	The user/individual on the job needs to know and understand how: SB8. to draw wire, roll sheets, cut shapes, make components, emboss and scrape as per design SB9. the rolling and drawing machines work SB10. to use the right file and at correct angle for achieving the finish as per design SB11. to solder in order to get strong links SB12. to use tools for drawing wire such as: Gas torch or furnace for annealing wire or strip; drawing tongs and draw plate; wax or oil for lubrication SB13. to use tools such as files and pliers SB14. to maintain tools and machines used SB15. to use technology such as computer for visual aid and efficient working SB16. to work in a safe environment, i.e., without injuries
	Reducing precious metal loss
	The user/individual on the job needs to know and understand: SB17. prescribed precious-metal loss for the entire jewellery piece SB18. precious-metal loss applicable for the components SB19. how to reduce precious metal loss below the prescribed standards SB20. how to collect broken or over rolled pieces, account in job sheet and return SB21. how to follow company's policies on collecting gold dust and fragments SB22. how to suggest improvements in order to reduce precious metal loss limits
	Reflective thinking
	The user/individual on the job needs to know and understand how to: SB23. work in sitting or standing for long hours position with correct posture

G&J/N0605

Make the jewellery frame of gold or alloy

	SB24. maintain clean work environment and organise tools for ease of use
	Critical thinking
	The user/individual on the job needs to know and understand how: SB25. to spot process disruptions and delays SB26. to avoid hazards when using roller machine or draw plate or during annealing

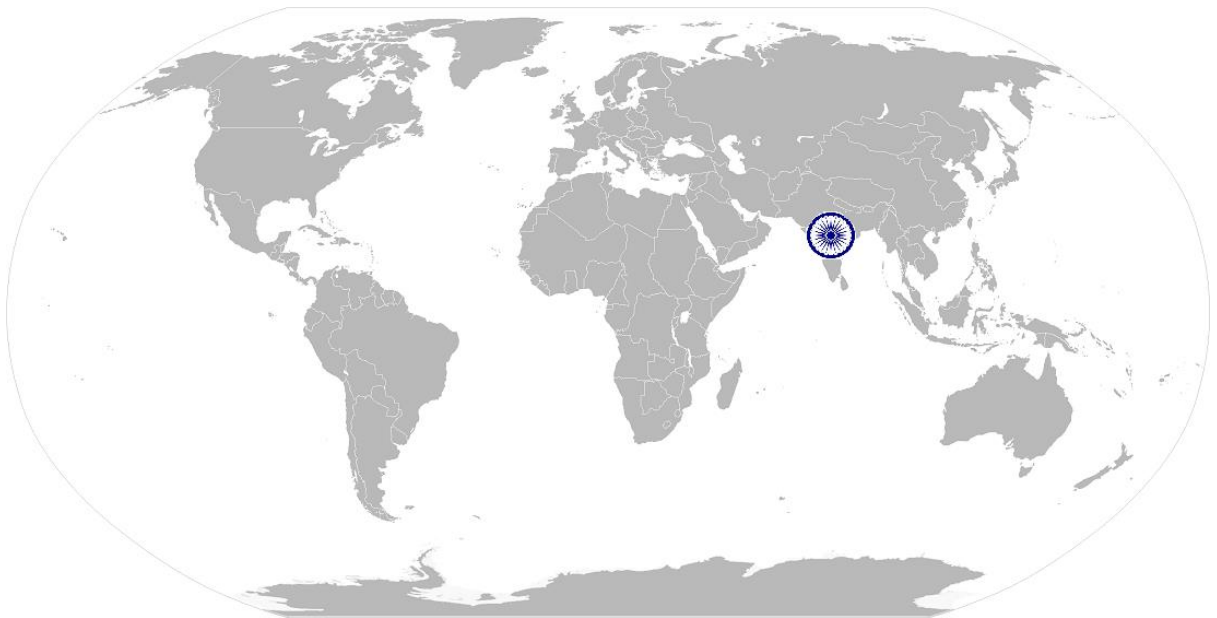
G&J/N0605

Make the jewellery frame of gold or alloy

NOS Version Control

NOS Code	G&J/N0605		
Credits(NVEQF/NVQF/NSQF) [OPTIONAL]	TBD	Version number	1.0
Industry	Gems & Jewellery	Drafted on	14/04/13
Industry Sub-sector	Handmade Gold and Gems-set Jewellery	Last reviewed on	30/07/13
		Next review date	15/07/15

National Occupational Standard



Overview

This unit is about and respecting intellectual property rights (IPR) of the company's products and designs and avoiding infringement on copyrights of others.

G&J/N9910

Maintain IPR and respect copyright

Unit Code	G&J/N9910
Unit Title (Task)	Respect IPR of company as well as competitors
Description	This OS unit is about maintaining company's IPR and avoiding infringement on copyright of others
Scope	<p>This unit/task covers the following:</p> <p>Protect company's Intellectual Property Rights (IPR)</p> <ul style="list-style-type: none"> prevent leak of new designs to competitors by reporting on time be aware of any of company's product or design patents report IPR violations observed in the market, to supervisor or company heads <p>Avoid infringement to copyright of other companies</p> <ul style="list-style-type: none"> read copyright clause of the material published on the internet and any other printed material consult supervisor or senior management when in doubt about using publicly available information report any infringement observed in the company
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Respecting IPR	To be competent, the user/individual on the job must be able to: PC1. spot plagiarism and report PC2. understand rationale of patents and IPR PC3. avoid being involved in IPR violations
Knowledge and Understanding (K)	
A. Organizational Context	The individual on the job needs to know and understand: KA1. company's policies on IPR, plagiarism and order leaks KA2. company's patented products KA3. market trends and company's unique product range KA4. reporting structure
B. Technical Knowledge	The individual on the job needs to know and understand: KB1. basics of patents and IPR laws KB2. how IPR protection is important for competitiveness of a company
Skills (S) [Optional]	
A. Core Skills/ Generic Skills	Communication skills
	The user/individual on the job needs to know and understand how: SA1. to effectively communicate any observed IPR violations or design leaks
B. Professional Skills	Decision making
	The user/individual on the job needs to know and understand when and how: SB1. to report sources of IPR violations

G&J/N9910

Maintain IPR and respect copyright

	Reflective thinking
	The user/individual on the job needs to know and understand how: SB2. to learn from past mistakes and report IPR violations on time
	Critical thinking
	The user/individual on the job needs to know and understand how: SB3. to spot signs of violations and alert authorities in time

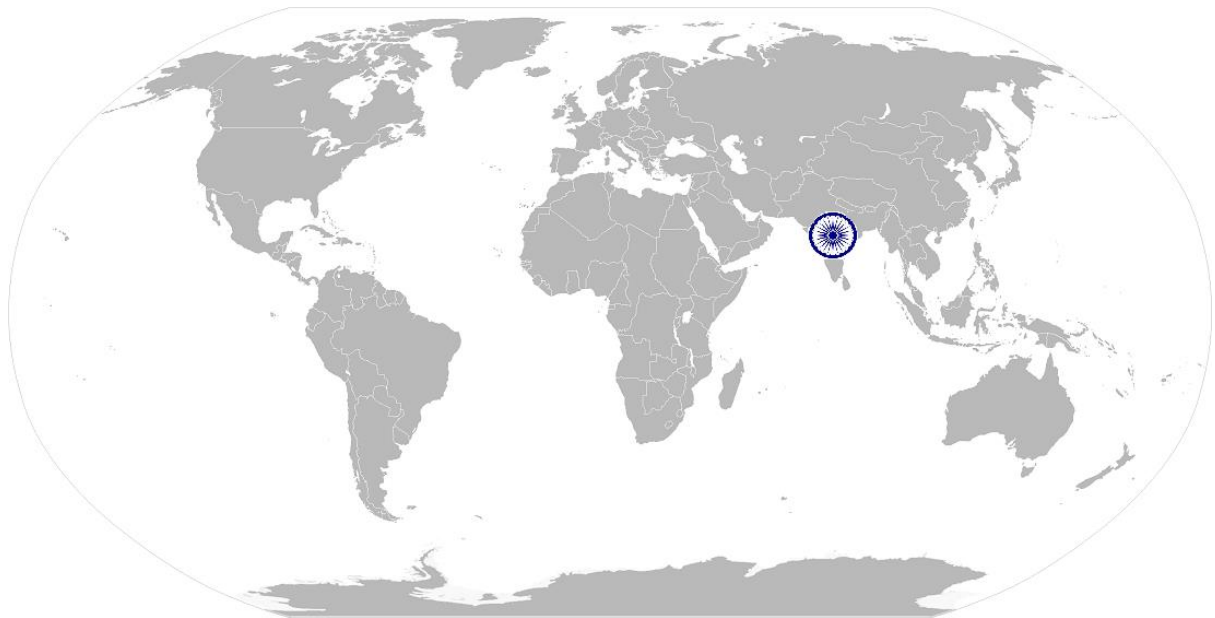
G&J/N9910

Maintain IPR and respect copyright

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NOS Code	G&J/N9910		
Credits(NVEQF/NVQF/NSQF) [OPTIONAL]	TBD	Version number	1.0
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Industry Sub-sector	Handmade Gold and Gems-set Jewellery	Last reviewed on	30/07/13
		Next review date	15/07/15

National Occupational Standard



Overview

This unit is about the artisan or bench worker's level of communication with colleagues or clients. It determines the goldsmith's ability to work as a team member, share work and multi-task in order to achieve the required deliverables on schedule.

G&J/N9912

Coordinate with co-workers

Unit Code	G&J/N9912
Unit Title (Task)	Coordinate with co-workers
Description	This OS unit is about communicating with colleagues and seniors in order to maintain smooth ad hazards free work flow
Scope	<p>This unit/task covers the following:</p> <p>Interact with supervisor to:</p> <ul style="list-style-type: none"> • receive work instructions and raw materials from reporting supervisor • communicate to reporting supervisor about process flow improvements, product defects received from previous process, repairs and maintenance of tools and machinery as required • communicate any potential hazards or expected process disruptions • handover completed work to supervisor <p>Interact with colleagues within and outside the department to:</p> <ul style="list-style-type: none"> • work as a team with colleagues and share work as per their or own work load and skills • work with colleagues of other departments such as frame making or component making or polishing or setting or stores • communicate an discuss work flow related difficulties in order to find solutions with mutual agreement • receive feedback from QC and rework in order to complete work on time
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Interaction with supervisor	To be competent, the user/individual on the job must be able to: PC1. understand the work output requirements PC2. comply with company policy and rule PC3. deliver quality work on time as required by reporting any anticipated reasons for delays
Interactions with colleagues and other departments	To be competent, the user/individual on the job must be able to: PC4. put team over individual goals PC5. conflicts resolution and multi-tasking
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The individual on the job needs to know and understand: KA1. company's policies on personnel management KA2. work flow involved in company's jewellery manufacturing process KA3. importance of the individual's role in the workflow KA4. reporting structure

G&J/N9912

Coordinate with co-workers

<p>B. Technical Knowledge</p>	<p>The individual on the job needs to know and understand:</p> <p>KB1. how to communicate effectively</p> <p>KB2. how to build team coordination</p>
<p>Skills (S) [Optional]</p>	
<p>A. Core Skills/ Generic Skills</p>	<p>Teamwork and some multitasking</p> <p>The individual on the job needs to know and understand how:</p> <p>SA1. to share work load as required</p> <p>SA2. to deliver product to next work process on time</p>
<p>B. Professional Skills</p>	<p>Decision making</p> <p>The individual on the job needs to know and understand:</p> <p>SB1. how to report potential areas of disruptions to work process</p> <p>SB2. when to report to supervisor and when to deal with a colleague depending on the type of concern</p> <p>Reflective thinking</p> <p>The individual on the job needs to know and understand:</p> <p>SB3. how to improve work process</p> <p>Critical thinking</p> <p>The individual on the job needs to know and understand:</p> <p>SB4. how to spot process disruptions and delays</p>

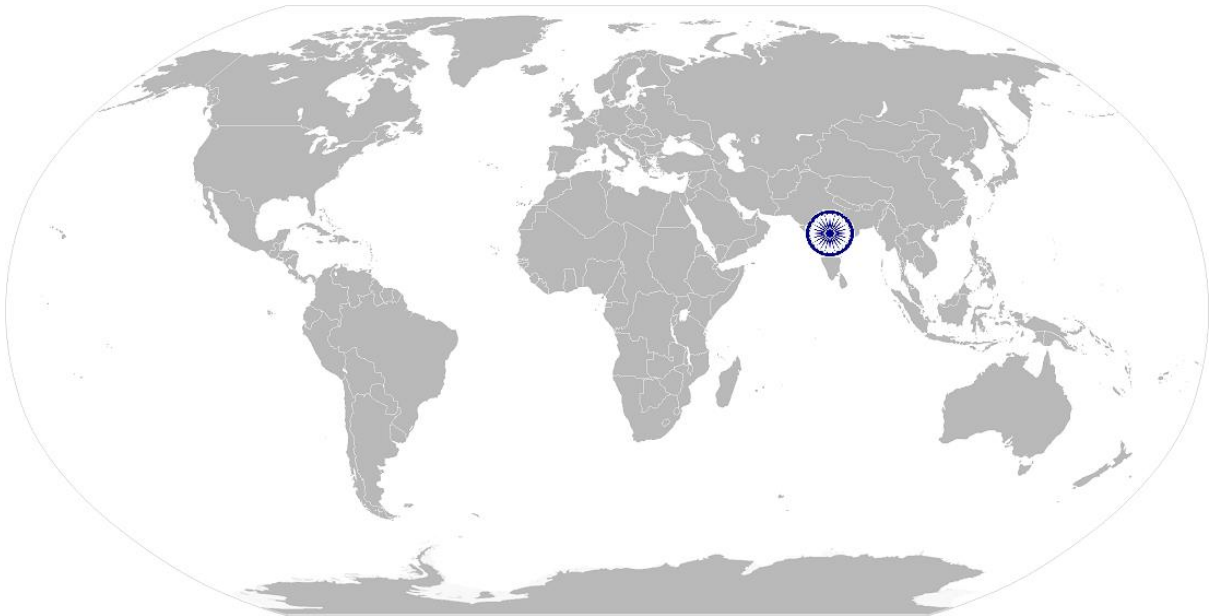
G&J/N9912

Coordinate with co-workers

NOS Version Control

NOS Code	G&J/N9912		
Credits(NVEQF/NVQF/NSQF) [OPTIONAL]	TBD	Version number	1.0
Industry	Gems & Jewellery	Drafted on	14/04/13
Industry Sub-sector	Handmade Gold and Gems-set Jewellery	Last reviewed on	30/07/13
		Next review date	15/07/15

National Occupational Standard



Overview

This unit is about the artisan or bench worker's commitment towards reporting potential hazards and containing accidents in order to make the work environment safe for self and colleagues.

G&J/N9914

Maintain safe work environment

National Occupational Standard

Unit Code	G&J/N9914
Unit Title (Task)	Work towards having a safe work environment
Description	This OS unit is about being aware of and communicating potential hazards and dangers of accidents on the job
Scope	<p>This unit/task covers the following:</p> <p>Understand potential sources of accidents</p> <ul style="list-style-type: none"> to avoid accidents related to use of potentially dangerous chemicals, gas torches, sharp tools and hazards from machines <p>Communicate to reporting supervisor about:</p> <ul style="list-style-type: none"> process flow improvements to reduce anticipated or repetitive hazards mishandling of tools, machines or hazardous materials electrical problems that could result in accident
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Understanding of potential sources of accidents and communicating	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. spot and report potential hazards on time</p> <p>PC2. follow company policy and rules regarding hazardous materials</p> <p>PC3. deliver quality work on time as required by reporting any anticipated reasons for delays</p>
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	<p>The individual on the job needs to know and understand:</p> <p>KA1. company's policies on handling: harmful chemicals and sharp tools, safety and hazards of machines, fire safety and, disposal of harmful chemicals and materials</p> <p>KA2. work flow involved in company's jewellery manufacturing process</p> <p>KA3. importance of the individual's role in the workflow</p> <p>KA4. reporting structure</p>
B. Technical Knowledge	<p>The individual on the job needs to know and understand:</p> <p>KB1. how different chemicals react and what could be the danger from them</p> <p>KB2. how to use machines and tools without causing bodily harm</p> <p>KB3. fire safety education</p> <p>KB4. disposal of hazardous chemicals, tools and materials by following prescribed environmental norms or as per company policy</p>
Skills (S) [Optional]	
A. Core Skills/ Generic Skills	Communication skills
	<p>The individual on the job needs to know and understand how:</p> <p>SA1. to effectively communicate the danger</p>

G&J/N9914

Maintain safe work environment

B. Professional Skills	Decision making
	The individual on the job needs to know and understand: SB1. importance of reporting potential sources of danger SB2. appropriate actions to be taken in the event of an accident SB3. procedure for disposing of hazardous materials, safely and following environmental guidelines
	Reflective thinking
	The individual on the job needs to know and understand how: SB4. to learn from past mistakes regarding use of hazardous machines or chemicals or gas torches
	Critical thinking
	The individual on the job needs to know and understand: SB5. how to spot danger SB6. procedure to follow in the event of a fire or other hazard

G&J/N9914

Maintain safe work environment

NOS Version Control

NOS Code	G&J/N9914		
Credits(NVEQF/NVQF/NSQF) [OPTIONAL]	TBD	Version number	1.0
Industry	Gems & Jewellery	Drafted on	14/04/13
Industry Sub-sector	Handmade Gold and Gems-set Jewellery	Last reviewed on	30/07/13
		Next review date	15/07/15

Definitions

Keywords /Terms	Description
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.
Function	Function is an activity necessary for achieving the key purpose of the sector, occupation, or an 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-function	Sub-functions are sub-activities essential to fulfil the 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 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 they need 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 (OS)	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.
Knowledge and Understanding	Knowledge and understanding 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

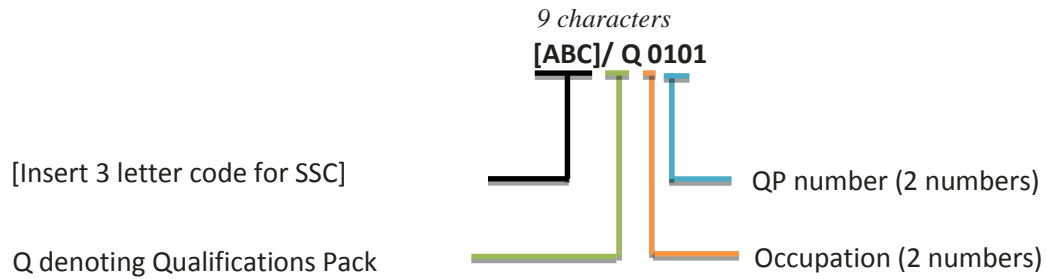
Acronyms

	specific designated responsibilities.
Core Skills/ Generic Skills	Core skills or generic skills 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.
Keywords /Terms	Description
IPR	Intellectual Property Rights
NOS	National Occupational Standard(s)
NVQF	National Vocational Qualifications Framework
NSQF	National Qualifications Framework
NVEQF	National Vocational Education Qualifications Framework
QP	Qualifications Pack

Annexure

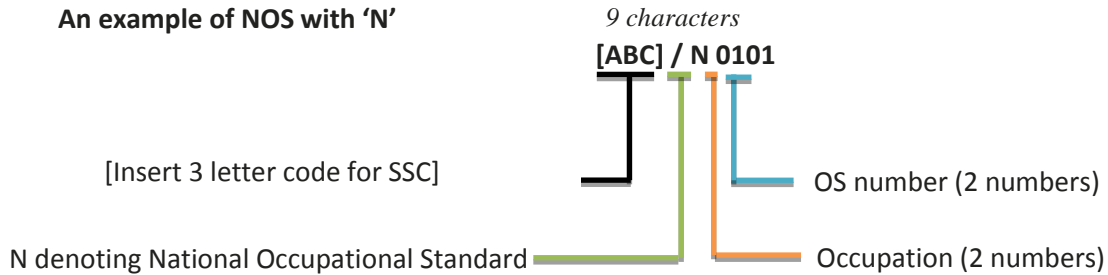
Nomenclature for QP and NOS

Qualifications Pack



Occupational Standard

An example of NOS with 'N'



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The following acronyms/codes have been used in the nomenclature above:

Sub-sector	Range of Occupation numbers
Handmade gold and gems-set jewellery	01-20
Cast and diamond-set jewellery	21-40
Diamond processing	41-60
Gemstone processing	61-80
Jewellery retailing	81-98

Sequence	Description	Example
Three letters	Industry name	G&J
Slash	/	/
Next letter	Whether QP or NOS	Q
Next two numbers	Occupation code	07
Next two numbers	OS number	02

CRITERIA FOR ASSESSMENT OF TRAINEES

Job Role
Qualification Pack
Sector Skill Council

Goldsmith - Frame maker
Goldsmith - Frame maker
GEMS & JEWELLERY

To pass the Assessment, a candidate needs to score 50% in Theory and 70% in Practical

Assessment Strategy for Theory			Total Marks	
NOS		Performance Criteria	Theory	Practicals
1. G&J/N0605 Make the jewellery frame of gold or alloy	Ordering metal	PC1. Accurately assess precious metal or alloy required as per design including beginning weight, gold lost in subsequent processes, and end product weight	16	25
		PC2. Assess component types and quantities required		
	Making frame	PC3. Deliver in time to cleaning, polishing, buffing process		14
		PC4. Make accurate replica as per design with minimum rework		
		PC5. Achieve weight, size and detailing dimensions as per design		
		PC6. Achieve improved productivity per design type		
		PC7. Complete wok with minimum hazards and accidents		
	Filing and linking frame parts	PC8. Achieve smooth finish and safe to wear ornament		15
		PC9. Make strong but flexible joints		
		PC10. Achieve clean soldering without damage to frame		
		PC11. Achieve improved productivity and quality as per design requirement		
	Controlling gold loss	PC12. Maintain loss limit as per company's loss margin policy		10
		PC13. Undertake regular gold-dust cleaning as prescribed by company		
		PC14. Account for loss and maintain related documentation		
	Quality of output	PC15. Achieve size, weight, finish, detailing and dimensions as per design		10
		PC16. Maintain utility factor maintained for ease of wearing and safety		
		PC17. Ensure that joints are firm and flexible and frame is even		
		PC18. Achieve QC-okayed base frame		

	Handling problems	PC19. Deliver complete product on time by reporting problems faced or anticipated well in advance		2
2. G&J/N9910 Maintain IPR and respect copyright	Respecting IPR	PC1. Spot plagiarism and report	1	0
		PC2. Understand rationale of patents and IPR		
		PC3. Avoid being involved in IPR violations		
3. G&J/N9912 Coordinate with others	Interaction with supervisor	PC1. Understand the work output requirements	1	2
		PC2. Comply with company policy and rule		
		PC3. Deliver quality work on time as required by reporting any anticipated reasons for delays		
		PC4. Put team over individual goals		
		PC5. Conflicts resolution and multi-tasking		
4. G&J/N9914 Maintain safe work environment	Understanding of potential sources of accidents and communicating	PC1. Spot and report potential hazards on time	2	2
		PC2. Follow company policy and rules regarding hazardous materials		
		PC3. Deliver quality work on time as required by reporting any anticipated reasons for delays		
		Total	20	80
		Grand Total	100	