

## Qualification Pack



# Bamboo Work Artisan

Electives: Bamboo Basket Making/ Bamboo Mat Weaving/ Bamboo Utility Products/ Making of Khunda

QP Code: HCS/Q8702

Version: 4.0

NSQF Level: 3

Handicrafts and Carpet Sector Skill Council || OCF, Plot No. 2, Pocket 9, Sector B, Vasant Kunj  
New Delhi - 110070 || email:project.cen@hcsc.in

## Qualification Pack

### Contents

|  |     |
|--|-----|
| HCS/Q8702: Bamboo Work Artisan .....   | 3   |
| <i>Brief Job Description</i> .....   | 3   |
| Applicable National Occupational Standards (NOS) .....   | 3   |
| <i>Compulsory NOS</i> .....  | 3   |
| <i>Elective 1: Bamboo Basket Making</i> .....  | 3   |
| <i>Elective 2: Bamboo Mat Weaving</i> .....  | 3   |
| <i>Elective 3: Bamboo Utility Products</i> .....   | 4   |
| <i>Elective 4: Making of Khunda</i> .....  | 4   |
| <i>Qualification Pack (QP) Parameters</i> .....  | 4   |
| HCS/N8729: Introduction to Bamboo products in India .....  | 6   |
| HCS/N8726: Entrepreneurship skills for Bamboo work artisan .....   | 12  |
| HCS/N9908: Working in a Team .....   | 17  |
| HCS/N9945: Maintaining workplace health and safety .....   | 21  |
| HCS/N9935: Maintain Personal Cleanliness .....   | 26  |
| DGT/VSQ/N0101: Employability Skills (30 Hours) .....   | 30  |
| HCS/N8711: Carry out preparation of bamboo slivers .....   | 36  |
| HCS/N8712: Carry out weaving & twining of bamboo slivers to achieve the final product as per requirement ..... | 41  |
| HCS/N8713: Carry out finishing, varnishing, drying & storage of bamboo basket .....                            | 47  |
| HCS/N8730: Carry out the process of Ringal Basketry .....  | 53  |
| HCS/N8714: Contribute to achieve quality bamboo basket making .....  | 59  |
| HCS/N8731: Carry out basic pre-loom operations .....   | 63  |
| HCS/N8732: Carry out basic weaving operations .....  | 69  |
| HCS/N8733: Ensure Quality in Bamboo Mat Weaving .....  | 75  |
| HCS/N8734: Carry out the cutting and processing of materials .....   | 79  |
| HCS/N8735: Carry out the process of assembling different types of materials .....                              | 84  |
| HCS/N8736: Ensuring Quality in Bamboo Utility Handicraft Assembly .....  | 89  |
| HCS/N8727: Carry out the preparation and designing for Khunda .....  | 93  |
| HCS/N8728: Finishing and Quality Assurance in Khunda Making .....  | 99  |
| Assessment Guidelines and Weightage .....  | 102 |
| <i>Assessment Guidelines</i> .....   | 102 |
| <i>Assessment Weightage</i> .....  | 103 |
| Acronyms .....   | 106 |
| Glossary .....   | 107 |

## Qualification Pack

### HCS/Q8702: Bamboo Work Artisan

#### Brief Job Description

A Bamboo Work Artisan is a craftsperson skilled in shaping, cutting, and weaving bamboo to create functional and decorative items.

#### Personal Attributes

A Bamboo Work Artisan should have strong manual dexterity, patience, and an eye for detail. Creativity, precision, and a respect for natural materials are essential for crafting high-quality, sustainable bamboo products.

#### Applicable National Occupational Standards (NOS)

##### Compulsory NOS:

1. [HCS/N8729: Introduction to Bamboo products in India](#)
2. [HCS/N8726: Entrepreneurship skills for Bamboo work artisan](#)
3. [HCS/N9908: Working in a Team](#)
4. [HCS/N9945: Maintaining workplace health and safety](#)
5. [HCS/N9935: Maintain Personal Cleanliness](#)
6. [DGT/VSQ/N0101: Employability Skills \(30 Hours\)](#)

##### Electives(mandatory to select at least one):

###### Elective 1: Bamboo Basket Making

Bamboo Basket Making is a traditional craft involving the weaving of bamboo strips into functional and decorative baskets. It requires skill, precision, and creativity to produce durable and aesthetically pleasing designs.

1. [HCS/N8711: Carry out preparation of bamboo slivers](#)
2. [HCS/N8712: Carry out weaving & twining of bamboo slivers to achieve the final product as per requirement](#)
3. [HCS/N8713: Carry out finishing, varnishing, drying & storage of bamboo basket](#)
4. [HCS/N8730: Carry out the process of Ringal Basketry](#)
5. [HCS/N8714: Contribute to achieve quality bamboo basket making](#)

## Qualification Pack

### Elective 2: Bamboo Mat Weaving

Bamboo Mat Weaving is a traditional craft that involves interlacing thin bamboo strips to create durable and decorative mats used for flooring, walls, and handicrafts. It demands skill, precision, and a keen sense of pattern and design.

1. [HCS/N8731: Carry out basic pre-loom operations](#)
2. [HCS/N8732: Carry out basic weaving operations](#)
3. [HCS/N8733: Ensure Quality in Bamboo Mat Weaving](#)

### Elective 3: Bamboo Utility Products

Bamboo Utility Products are eco-friendly, handcrafted items made from bamboo, including trays, boxes, kitchenware, organisers, etc. These products combine functionality with sustainability and reflect skilled craftsmanship and innovative design.

1. [HCS/N8734: Carry out the cutting and processing of materials](#)
2. [HCS/N8735: Carry out the process of assembling different types of materials](#)
3. [HCS/N8736: Ensuring Quality in Bamboo Utility Handicraft Assembly](#)

### Elective 4: Making of Khunda

Khunda is a strong, straight bamboo stave traditionally used in crafts, construction, and utility tools. It is carefully crafted by splitting mature bamboo and shaping it into uniform lengths, valued for its strength, flexibility, and eco-friendliness.

1. [HCS/N8727: Carry out the preparation and designing for Khunda](#)
2. [HCS/N8728: Finishing and Quality Assurance in Khunda Making](#)

## Qualification Pack (QP) Parameters

|                   |  |
|-------------------|--|
| <b>Sector</b>     | Handicrafts and Carpet   |
| <b>Sub-Sector</b> | Handicrafts (Bamboo), Handicrafts (Bamboo Handicrafts)         |
| <b>Occupation</b> | Stitching, Weaving, Making and Finishing- Handicrafts (Bamboo) |
| <b>Country</b>    | India  |
| <b>NSQF Level</b> | 3  |

## Qualification Pack

|   |  |
|---|--|
| <b>Credits</b>  | 13   |
| <b>Aligned to NCO/ISCO/ISIC Code</b>                      | 2015/7317.0300   |
| <b>Minimum Educational Qualification &amp; Experience</b> | 10th grade pass with NA of experience<br>OR<br>8th grade pass with 1 Year of experience Relevant experience<br>OR<br>5th grade pass with 2.5 years of experience Relevant experience<br>OR<br>Ability to read and write with 5 Years of experience Relevant experience<br>OR<br>Previous relevant Qualification of NSQF Level 2.5 with 1.5 years of experience Relevant experience |
| <b>Minimum Level of Education for Training in School</b>  | Not Applicable   |
| <b>Pre-Requisite License or Training</b>                  | NA   |
| <b>Minimum Job Entry Age</b>                              | 14 Years   |
| <b>Last Reviewed On</b>                                   | NA   |
| <b>Next Review Date</b>                                   | 30/04/2028   |
| <b>NSQC Approval Date</b>                                 | 30/04/2025   |
| <b>Version</b>  | 4.0  |
| <b>Reference code on NQR</b>                              | QG-03-HC-04003-2025-V2-HCSSC   |
| <b>NQR Version</b>  | 4  |

## Qualification Pack

### HCS/N8729: Introduction to Bamboo products in India

#### Description

This unit provides a comprehensive introduction to bamboo products in India, focusing on the significance of bamboo as a sustainable material, various types of products made from bamboo, and the market demand for these products at both domestic and international levels.

#### Scope

The scope covers the following :

- Understanding the Significance of Bamboo in India
- Exploring Types of Bamboo Products
- Analyzing Market Demand for Bamboo Products
- Strategies for Promoting Bamboo Products

#### Elements and Performance Criteria

##### *Understanding the Significance of Bamboo in India*

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

- PC1.** Identify bamboo as a sustainable, renewable resource, emphasizing its environmental, economic, and cultural relevance in India.
- PC2.** Recognize the role bamboo plays in reducing deforestation, improving air quality, and supporting rural livelihoods across major bamboo-producing regions.
- PC3.** Understand the traditional uses of bamboo in Indian culture, particularly in regions like Northeast India, Kerala, and Bengal, and how it supports local economies and crafts.

##### *Exploring Types of Bamboo Products*

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

- PC4.** Classify the different types of bamboo products based on their use, including utility products, decorative items and functional products.
- PC5.** Understand traditional bamboo crafting techniques, such as weaving and carving, used to make products like mats, storage containers, and chairs.
- PC6.** Explore modern applications of bamboo, including bamboo-based textiles, construction materials, and biodegradable products, like bamboo packaging and utensils.

##### *Analyzing Market Demand for Bamboo Products*

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

- PC7.** Research current consumer trends, particularly the increasing demand for eco-friendly and biodegradable products, and assess the role of bamboo in this market.
- PC8.** Understand the domestic market for bamboo products, focusing on how traditional crafts are gaining popularity as environmentally conscious consumer behavior increases.
- PC9.** Explore government schemes that support market development, entrepreneurship, and export promotion for bamboo-based industries.

##### *Strategies for Promoting Bamboo Products*

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

## Qualification Pack

- PC10.** Develop branding strategies to highlight the eco-friendly and cultural heritage aspects of bamboo products to attract modern consumers.
- PC11.** Develop packaging and presentation techniques that enhance the appeal of bamboo products for both domestic and global markets.
- PC12.** Understand how certifications like "eco-friendly" or "sustainable" can add value to bamboo products and increase market acceptance.

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** Understand the importance of bamboo as a sustainable, renewable resource and its role in supporting rural livelihoods, reducing environmental impacts, and promoting eco-friendly practices.
- KU2.** Know the government initiatives and their role in promoting bamboo cultivation, production, and product development in India.
- KU3.** Knowledge of various traditional bamboo crafting techniques, the tools used, and the processes involved in producing bamboo products, such as weaving, carving, and shaping.
- KU4.** Understanding the organizational policies and procedures related to quality control, safety standards, and environmental sustainability in bamboo production
- KU5.** Detailed knowledge of the various types of bamboo products, including utility products, decorative items, and functional products.
- KU6.** Understanding of the technical processes involved in preparing bamboo for crafting, including cutting, treating, and drying bamboo to enhance its durability and usability.
- KU7.** Knowledge of the finishing techniques used to enhance the aesthetic and functional value of bamboo products, such as sanding, polishing, and painting.
- KU8.** Insight into quality control measures for bamboo products, including ensuring product durability, aesthetic appeal, and adherence to safety standards for domestic and export markets.
- KU9.** Understanding current consumer trends in eco-friendly products and how bamboo fits into this demand, both in India and internationally.
- KU10.** Knowledge of market opportunities for bamboo products, including domestic retail markets, international trade, and the growing interest in sustainable alternatives to plastic and other harmful materials.
- KU11.** Familiarity with branding, packaging, and marketing strategies for bamboo products, including the importance of digital marketing platforms and e-commerce for promoting bamboo products globally.
- KU12.** Awareness of certifications and standards for eco-friendly and sustainable products, and how they can add value to bamboo products in competitive markets.

## Generic Skills (GS)

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

- GS1.** Ability to clearly explain the importance of bamboo as a sustainable resource and its role in the local economy.

## Qualification Pack

- GS2.** Capability to interact effectively with clients, stakeholders, and customers, conveying the eco-friendly benefits of bamboo products.
- GS3.** Competence in using digital tools and platforms for marketing bamboo products, including social media, e-commerce sites, and digital marketplaces.
- GS4.** Ability to search for market trends, global demands, and consumer preferences online to ensure that bamboo products are in line with sustainable market expectations.
- GS5.** Expertise in working with bamboo as a raw material, including cutting, treating, shaping, and designing bamboo products using traditional and modern techniques.
- GS6.** Ability to ensure that all products meet quality standards and are suitable for both local and export markets by implementing proper quality control measures.
- GS7.** Skill in designing new and innovative bamboo products that combine traditional craftsmanship with modern aesthetics and functionality.
- GS8.** Understanding of product design principles, including ergonomics, durability, and environmental sustainability, to create products that appeal to a broad range of customers.
- GS9.** Ability to develop effective branding strategies that highlight the sustainability and cultural significance of bamboo products.
- GS10.** Proficiency in implementing finishing techniques that enhance the durability, aesthetic appeal, and functionality of bamboo products.

## Qualification Pack

### Assessment Criteria

| Assessment Criteria for Outcomes   | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|--|--------------|-----------------|---------------|------------|
| <i>Understanding the Significance of Bamboo in India</i>   | <b>6</b>     | <b>18</b>       | -             | -          |
| <b>PC1.</b> Identify bamboo as a sustainable, renewable resource, emphasizing its environmental, economic, and cultural relevance in India.  | 2            | 6               | -             | -          |
| <b>PC2.</b> Recognize the role bamboo plays in reducing deforestation, improving air quality, and supporting rural livelihoods across major bamboo-producing regions.                      | 2            | 6               | -             | -          |
| <b>PC3.</b> Understand the traditional uses of bamboo in Indian culture, particularly in regions like Northeast India, Kerala, and Bengal, and how it supports local economies and crafts. | 2            | 6               | -             | -          |
| <i>Exploring Types of Bamboo Products</i>  | <b>6</b>     | <b>18</b>       | -             | -          |
| <b>PC4.</b> Classify the different types of bamboo products based on their use, including utility products, decorative items and functional products.                                      | 2            | 6               | -             | -          |
| <b>PC5.</b> Understand traditional bamboo crafting techniques, such as weaving and carving, used to make products like mats, storage containers, and chairs.                               | 2            | 6               | -             | -          |
| <b>PC6.</b> Explore modern applications of bamboo, including bamboo-based textiles, construction materials, and biodegradable products, like bamboo packaging and utensils.                | 2            | 6               | -             | -          |
| <i>Analyzing Market Demand for Bamboo Products</i>   | <b>7</b>     | <b>18</b>       | -             | -          |
| <b>PC7.</b> Research current consumer trends, particularly the increasing demand for eco-friendly and biodegradable products, and assess the role of bamboo in this market.                | 2            | 6               | -             | -          |
| <b>PC8.</b> Understand the domestic market for bamboo products, focusing on how traditional crafts are gaining popularity as environmentally conscious consumer behavior increases.        | 2            | 6               | -             | -          |

## Qualification Pack

| Assessment Criteria for Outcomes   | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|--|--------------|-----------------|---------------|------------|
| <b>PC9.</b> Explore government schemes that support market development, entrepreneurship, and export promotion for bamboo-based industries.          | 3            | 6               | -             | -          |
| <i>Strategies for Promoting Bamboo Products</i>  | <b>9</b>     | <b>18</b>       | -             | -          |
| <b>PC10.</b> Develop branding strategies to highlight the eco-friendly and cultural heritage aspects of bamboo products to attract modern consumers. | 3            | 6               | -             | -          |
| <b>PC11.</b> Develop packaging and presentation techniques that enhance the appeal of bamboo products for both domestic and global markets.          | 3            | 6               | -             | -          |
| <b>PC12.</b> Understand how certifications like "eco-friendly" or "sustainable" can add value to bamboo products and increase market acceptance.     | 3            | 6               | -             | -          |
| <b>NOS Total</b>   | <b>28</b>    | <b>72</b>       | -             | -          |

## Qualification Pack

### National Occupational Standards (NOS) Parameters

|                            |  |
|----------------------------|--|
| <b>NOS Code</b>            | HCS/N8729  |
| <b>NOS Name</b>            | Introduction to Bamboo products in India                     |
| <b>Sector</b>              | Handicrafts and Carpet                                       |
| <b>Sub-Sector</b>          |  |
| <b>Occupation</b>          | Stitching, Weaving, Making and Finishing-Handicrafts(Bamboo) |
| <b>NSQF Level</b>          | 3  |
| <b>Credits</b>             | 1  |
| <b>Version</b>             | 1.0  |
| <b>Last Reviewed Date</b>  | 30/04/2025   |
| <b>Next Review Date</b>    | 30/04/2028   |
| <b>NSQC Clearance Date</b> | 30/04/2025   |

## Qualification Pack

### HCS/N8726: Entrepreneurship skills for Bamboo work artisan

#### Description

The Bamboo Work Artisan is responsible for crafting various products from bamboo, including furniture, decorative items, and utility products.

#### Scope

The scope covers the following :

- Market Research and Customer Analysis
- Product Design and Development
- Quality Assurance and Control
- Financial Management and Pricing Strategy
- Legal Compliance and Regulations

#### Elements and Performance Criteria

##### *Market Research and Customer Analysis*

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

- PC1.** Identify and analyze target customer segments for bamboo products.
- PC2.** Conduct market research to understand current trends, preferences, and demands.
- PC3.** Gather and analyze customer feedback to refine product offerings.

##### *Product Design and Development*

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

- PC4.** Assist in designing innovative bamboo products that cater to market demands.
- PC5.** Collaborate with other artisans to refine product designs based on aesthetics and functionality.

##### *Quality Assurance and Control*

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

- PC6.** Conduct regular quality checks to ensure products meet industry standards.
- PC7.** Identify defects or inconsistencies and recommend corrective measures.
- PC8.** Document quality control processes and outcomes for continuous improvement.

##### *Financial Management and Pricing Strategy*

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

- PC9.** Maintain accurate financial records, including costs, sales, and profits.
- PC10.** Assist in inventory management to optimize material usage.
- PC11.** Engage in marketing efforts for bamboo products using various channels, including online and offline platforms
- PC12.** Participate in direct sales at craft fairs, exhibitions, and through e-commerce platforms.

##### *Legal Compliance and Regulations*

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

- PC13.** Comply with intellectual property laws concerning product designs and branding.

## Qualification Pack

**PC14.** Understand packaging and labeling requirements for bamboo products.

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** Basic market research methodologies and tools.
- KU2.** Customer behavior and preferences in the bamboo product market.
- KU3.** Knowledge of different bamboo species, their characteristics, and suitability for various products, including strength, flexibility, and aesthetics.
- KU4.** Familiarity with industry standards and best practices for bamboo craftsmanship, including safety and durability criteria.
- KU5.** Understanding of fundamental financial concepts, including budgeting, cash flow management, and profit margins.
- KU6.** Understanding of marketing principles, including branding, positioning, and promotional tactics specific to the handicraft industry.
- KU7.** Awareness of the importance of creativity in problem-solving and product development, along with strategies to foster innovative thinking.
- KU8.** Familiarity with relevant local and national safety standards for bamboo products, including labeling and certification requirements.
- KU9.** Understanding of copyright, trademark, and patent laws as they relate to product designs and branding in the handicraft sector.
- KU10.** Awareness of labor regulations that govern employment practices within the bamboo craftsmanship industry.

### Generic Skills (GS)

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

- GS1.** Mastery of techniques in bamboo crafting, including cutting, shaping, and finishing.
- GS2.** Business planning and strategy development to create a viable business model.
- GS3.** Skills in conducting market research to understand customer needs and preferences.
- GS4.** Knowledge of branding, market positioning, and promotional strategies tailored to bamboo products.
- GS5.** Building strong customer relationships to foster repeat business.
- GS6.** Implementing quality assurance practices to maintain high standards in production.
- GS7.** Understanding of sustainable sourcing and production methods for bamboo.
- GS8.** Familiarity with inspection techniques to identify and rectify defects.

## Qualification Pack

### Assessment Criteria

| Assessment Criteria for Outcomes  | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|---|--------------|-----------------|---------------|------------|
| <i>Market Research and Customer Analysis</i>  | <b>6</b>     | <b>10</b>       | -             | -          |
| <b>PC1.</b> Identify and analyze target customer segments for bamboo products.  | 2            | 3               | -             | -          |
| <b>PC2.</b> Conduct market research to understand current trends, preferences, and demands.                                 | 2            | 3               | -             | -          |
| <b>PC3.</b> Gather and analyze customer feedback to refine product offerings.   | 2            | 4               | -             | -          |
| <i>Product Design and Development</i>   | <b>4</b>     | <b>8</b>        | -             | -          |
| <b>PC4.</b> Assist in designing innovative bamboo products that cater to market demands.                                    | 2            | 4               | -             | -          |
| <b>PC5.</b> Collaborate with other artisans to refine product designs based on aesthetics and functionality.                | 2            | 4               | -             | -          |
| <i>Quality Assurance and Control</i>  | <b>6</b>     | <b>18</b>       | -             | -          |
| <b>PC6.</b> Conduct regular quality checks to ensure products meet industry standards.                                      | 2            | 6               | -             | -          |
| <b>PC7.</b> Identify defects or inconsistencies and recommend corrective measures.  | 2            | 6               | -             | -          |
| <b>PC8.</b> Document quality control processes and outcomes for continuous improvement.                                     | 2            | 6               | -             | -          |
| <i>Financial Management and Pricing Strategy</i>  | <b>8</b>     | <b>24</b>       | -             | -          |
| <b>PC9.</b> Maintain accurate financial records, including costs, sales, and profits.                                       | 2            | 6               | -             | -          |
| <b>PC10.</b> Assist in inventory management to optimize material usage.   | 2            | 6               | -             | -          |
| <b>PC11.</b> Engage in marketing efforts for bamboo products using various channels, including online and offline platforms | 2            | 6               | -             | -          |
| <b>PC12.</b> Participate in direct sales at craft fairs, exhibitions, and through e-commerce platforms.                     | 2            | 6               | -             | -          |

## Qualification Pack

| Assessment Criteria for Outcomes   | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|--|--------------|-----------------|---------------|------------|
| <i>Legal Compliance and Regulations</i>  | 4            | 12              | -             | -          |
| <b>PC13.</b> Comply with intellectual property laws concerning product designs and branding. | 2            | 6               | -             | -          |
| <b>PC14.</b> Understand packaging and labeling requirements for bamboo products.             | 2            | 6               | -             | -          |
| <b>NOS Total</b>   | <b>28</b>    | <b>72</b>       | -             | -          |

## Qualification Pack

### National Occupational Standards (NOS) Parameters

|                            |  |
|----------------------------|--|
| <b>NOS Code</b>            | HCS/N8726  |
| <b>NOS Name</b>            | Entrepreneurship skills for Bamboo work artisan              |
| <b>Sector</b>              | Handicrafts and Carpet                                       |
| <b>Sub-Sector</b>          |  |
| <b>Occupation</b>          | Stitching, Weaving, Making and Finishing-Handicrafts(Bamboo) |
| <b>NSQF Level</b>          | 3  |
| <b>Credits</b>             | 1  |
| <b>Version</b>             | 1.0  |
| <b>Last Reviewed Date</b>  | 30/04/2025   |
| <b>Next Review Date</b>    | 30/04/2028   |
| <b>NSQC Clearance Date</b> | 30/04/2025   |

## Qualification Pack

### HCS/N9908: Working in a Team

#### Description

This unit is about working as part of a team in the process.

#### Elements and Performance Criteria

##### *Commitment and trust*

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

- PC1.** Be accountable to ones own role in whole process.
- PC2.** Perform all roles with full responsibility.

##### *Communication*

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

- PC3.** Report problems faced during the process.
- PC4.** Talk politely with other team members and colleagues.
- PC5.** Submit daily report of own performance.

##### *Adaptability*

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

- PC6.** Adjust in different work situations.
- PC7.** Give due importance to others point of view.
- PC8.** Avoid conflicting situations.

##### *Creative freedom*

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

- PC9.** Develop new ideas for work procedures
- PC10.** Improve upon the existing techniques to increase process efficiency

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** General rules and regulations in the sector.
- KU2.** Procedure followed to get the final output.
- KU3.** Safe working practices to be adopted.
- KU4.** Reporting to the supervisor or higher authority about any grievances faced.
- KU5.** Understanding the importance of the previous and next step of the process.
- KU6.** Process flow in the handicraft section.
- KU7.** Material sequence of flow.
- KU8.** Functions of different parts of product development.
- KU9.** Tools and equipments used.
- KU10.** Guidelines for operating the equipment.
- KU11.** Safety procedures to be followed as applicable.

## Qualification Pack

### Generic Skills (GS)

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

- GS1.** Prepare status and progress reports.
- GS2.** Write memos and e-mail to co-workers, and vendors to provide them with work updates and to request appropriate information without English language errors regarding grammar or sentence construct.
- GS3.** Keep abreast with the latest knowledge by reading brochures, pamphlets, and product information sheets.
- GS4.** Discuss task lists, schedules, and work-loads with co-workers.
- GS5.** Keep co-workers and supervisors informed about progress.
- GS6.** Make decisions pertaining to the concerned area of work.
- GS7.** Plan and organize service feedback files/documents.
- GS8.** Manage relationships with customers.
- GS9.** Build customer relationships and use customer centric approach.
- GS10.** Think through the problem, evaluate the possible solution(s) and suggest an optimum /best possible solution(s).
- GS11.** Identify immediate or temporary solutions to resolve delays.
- GS12.** Use the existing data to arrive at specific data points.
- GS13.** Apply, analyze, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to thought and action.

## Qualification Pack

### Assessment Criteria

| Assessment Criteria for Outcomes   | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|--|--------------|-----------------|---------------|------------|
| <i>Commitment and trust</i>  | <b>7</b>     | <b>15</b>       | -             | -          |
| <b>PC1.</b> Be accountable to ones own role in whole process.                    | 4            | 8               | -             | -          |
| <b>PC2.</b> Perform all roles with full responsibility.                          | 3            | 7               | -             | -          |
| <i>Communication</i>   | <b>10</b>    | <b>18</b>       | -             | -          |
| <b>PC3.</b> Report problems faced during the process.                            | 3            | 7               | -             | -          |
| <b>PC4.</b> Talk politely with other team members and colleagues.                | 4            | 4               | -             | -          |
| <b>PC5.</b> Submit daily report of own performance.                              | 3            | 7               | -             | -          |
| <i>Adaptability</i>  | <b>8</b>     | <b>22</b>       | -             | -          |
| <b>PC6.</b> Adjust in different work situations.                                 | 3            | 7               | -             | -          |
| <b>PC7.</b> Give due importance to others point of view.                         | 3            | 7               | -             | -          |
| <b>PC8.</b> Avoid conflicting situations.  | 2            | 8               | -             | -          |
| <i>Creative freedom</i>  | <b>4</b>     | <b>16</b>       | -             | -          |
| <b>PC9.</b> Develop new ideas for work procedures                                | 2            | 6               | -             | -          |
| <b>PC10.</b> Improve upon the existing techniques to increase process efficiency | 2            | 10              | -             | -          |
| <b>NOS Total</b>   | <b>29</b>    | <b>71</b>       | -             | -          |

## Qualification Pack

### National Occupational Standards (NOS) Parameters

|                            |  |
|----------------------------|--|
| <b>NOS Code</b>            | HCS/N9908  |
| <b>NOS Name</b>            | Working in a Team  |
| <b>Sector</b>              | Handicrafts and Carpet   |
| <b>Sub-Sector</b>          | Paper Mache, Carpet, Hand Crocheted Textiles, Handicrafts (Agarbatti), Hand Crafted Textiles, Handicrafts (Bamboo)   |
| <b>Occupation</b>          | Procurement, Production, Processing, Designing, Finishing, Weaving, Traditional Hand Embroiderer, Master Hand Embroiderer, Hand Embroidery, Design Tracer, Embroidery Finishing, Hand Block Printer, Block Print Supervisor, Crochet Lace Maker, Master Crochet Lace Maker, Crochet Lace Tailor, Handmade Bamboo Agarbatti Stick Maker, Semi-Mechanized Bamboo Stick Maker, Automatic Stick Making M/C Operator, Hand Rolled Agarbatti Maker, Pedal Operated Machine Agarbatti Maker, Automatic Machine Rolled Agarbatti Maker, Agarbatti Perfume Applicator, Bamboo Processor and Dyer, Bamboo Mat Weaver, Handmade Bamboo Stick Maker (for Woven Mats), Bamboo Basket Maker, Bamboo Utility Handicraft Assembler, Bamboo Utility Product Tailor, Bamboo Artwork Maker. |
| <b>NSQF Level</b>          | 3  |
| <b>Credits</b>             | 1  |
| <b>Version</b>             | 1.0  |
| <b>Last Reviewed Date</b>  | 30/04/2025   |
| <b>Next Review Date</b>    | 30/04/2028   |
| <b>NSQC Clearance Date</b> | 30/04/2025   |

## Qualification Pack

### HCS/N9945: Maintaining workplace health and safety

#### Description

This unit provides Performance Criteria, Knowledge & Understanding, and Skills & Abilities required to comply with health, safety, and security requirements at the workplace and covers procedures to prevent, control, and minimize risk to self and others.

#### Scope

The scope covers the following :

- Comply with health, safety, and security requirements at work

#### 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:

- PC1.** comply with health and safety related instructions applicable to the workplace.
- PC2.** use and maintain personal protective equipment as per protocol.
- PC3.** carry out own activities in line with approved guidelines and procedures
- PC4.** maintain a healthy lifestyle and guard against dependency on intoxicants.
- PC5.** follow environment management system related procedures.
- PC6.** store materials and tools in line with manufacturers and organisational requirements
- PC7.** safely handle and move waste and debris.
- PC8.** minimize health and safety risks to self and others due to own actions
- PC9.** seek clarifications, from supervisors or other authorized personnel in case of perceived risks
- PC10.** monitor the workplace and work processes for potential risks and threats.
- PC11.** carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned
- PC12.** report hazards and potential risks/ threats to supervisors or other authorized personnel
- PC13.** participate in mock drills/ evacuation procedures organized at the workplace
- PC14.** undertake first aid, fire-fighting and emergency response training, if asked to do so
- PC15.** take action based on instructions in the event of fire, emergencies or accidents
- PC16.** follow organisation procedures for evacuation when required

#### 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.** organizational procedures for safe handling of tools

## Qualification Pack

- 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.** reporting protocol and documentation required
- KU9.** details of personnel trained in first aid, fire-fighting and emergency response
- KU10.** actions to take in the event of a mock drills/ evacuation procedures or actual accident, emergency or fire.
- KU11.** occupational health and safety risks and methods
- KU12.** personal protective equipment and method of use
- KU13.** identification, handling and storage of hazardous substances
- KU14.** proper disposal system for waste and by-products
- KU15.** signage related to health and safety and their meaning
- KU16.** importance of sound health, hygiene and good habits
- KU17.** 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 measurement instructions
- GS3.** communicate orally with colleagues
- GS4.** follow organization rule-based decision making process
- GS5.** take decision with systematic course of actions and/or response
- GS6.** plan and organize your work to achieve targets and deadlines
- GS7.** manage relationships with customers
- GS8.** build customer relationships and use customer centric approach
- GS9.** think through the problem, evaluate the possible solution(s) and suggest an optimum /best possible solution(s)
- GS10.** identify immediate or temporary solutions to resolve delays
- GS11.** analyze data and activities.
- GS12.** pass on relevant information to others
- GS13.** apply, analyze, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to thought and action

## Qualification Pack

### Assessment Criteria

| Assessment Criteria for Outcomes   | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|--|--------------|-----------------|---------------|------------|
| <i>Comply with health, safety, and security requirements at work</i>   | <b>30</b>    | <b>70</b>       | -             | -          |
| <b>PC1.</b> comply with health and safety related instructions applicable to the workplace.                    | 2            | 6               | -             | -          |
| <b>PC2.</b> use and maintain personal protective equipment as per protocol.                                    | 2            | 6               | -             | -          |
| <b>PC3.</b> carry out own activities in line with approved guidelines and procedures                           | 2            | 6               | -             | -          |
| <b>PC4.</b> maintain a healthy lifestyle and guard against dependency on intoxicants.                          | 2            | 6               | -             | -          |
| <b>PC5.</b> follow environment management system related procedures.   | 2            | 4               | -             | -          |
| <b>PC6.</b> store materials and tools in line with manufacturers and organisational requirements               | 2            | 3               | -             | -          |
| <b>PC7.</b> safely handle and move waste and debris.   | 1            | 3               | -             | -          |
| <b>PC8.</b> minimize health and safety risks to self and others due to own actions                             | 2            | 4               | -             | -          |
| <b>PC9.</b> seek clarifications, from supervisors or other authorized personnel in case of perceived risks     | 1            | 3               | -             | -          |
| <b>PC10.</b> monitor the workplace and work processes for potential risks and threats.                         | 1            | 3               | -             | -          |
| <b>PC11.</b> carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned | 2            | 3               | -             | -          |
| <b>PC12.</b> report hazards and potential risks/ threats to supervisors or other authorized personnel          | 3            | 4               | -             | -          |
| <b>PC13.</b> participate in mock drills/ evacuation procedures organized at the workplace                      | 2            | 3               | -             | -          |
| <b>PC14.</b> undertake first aid, fire-fighting and emergency response training, if asked to do so             | 2            | 4               | -             | -          |

### Qualification Pack

| Assessment Criteria for Outcomes  | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|---|--------------|-----------------|---------------|------------|
| <b>PC15.</b> take action based on instructions in the event of fire, emergencies or accidents | 2            | 6               | -             | -          |
| <b>PC16.</b> follow organisation procedures for evacuation when required                      | 2            | 6               | -             | -          |
| <b>NOS Total</b>  | <b>30</b>    | <b>70</b>       | -             | -          |

## Qualification Pack

### National Occupational Standards (NOS) Parameters

|                            |   |
|----------------------------|---|
| <b>NOS Code</b>            | HCS/N9945                               |
| <b>NOS Name</b>            | Maintaining workplace health and safety |
| <b>Sector</b>              | Handicrafts and Carpet                  |
| <b>Sub-Sector</b>          |   |
| <b>Occupation</b>          | Generic Handicrafts and Carpet          |
| <b>NSQF Level</b>          | 3                                       |
| <b>Credits</b>             | 1                                       |
| <b>Version</b>             | 1.0                                     |
| <b>Last Reviewed Date</b>  | 30/04/2025                              |
| <b>Next Review Date</b>    | 30/04/2028                              |
| <b>NSQC Clearance Date</b> | 30/04/2025                              |

## Qualification Pack

### HCS/N9935: Maintain Personal Cleanliness

#### Description

This NOS provides the abilities required for taking responsibility for their own health at the workplace and is about using the correct procedures to prevent, control and minimize risk to them and others at the workplace.

#### Scope

The scope covers the following :

- adopt healthy work practices
- achieve work productivity while maintaining health

#### Elements and Performance Criteria

##### *Adopt healthy work practices*

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

- PC1.** always cover the mouth and nose with a dust mask while working and keep on changing when it gets blocked with dust
- PC2.** follow work instructions strictly to reduce the amount of pollution at the work place e.g. wet the rock / craft material before working on it
- PC3.** wear protective goggles over eyes and replace them when scratches on it obscure the vision
- PC4.** wear gloves as per the materials used for making handicraft to avoid blisters; scratches and cuts
- PC5.** undergo preventive health checkups at regular intervals
- PC6.** take prompt treatment from the doctor in case of illness

##### *Achieve work productivity while maintaining health*

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

- PC7.** follow SOPs for dealing with blisters; scratches; accidental fires or any other type of emergencies at work
- PC8.** ensure the absence of no productivity loss or absenteeism from work due to illness
- PC9.** ensure no long term ill effect on the personal health

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** companys policies on personal health and occupational hazard management
- KU2.** companys hr policies
- KU3.** companys reporting structure
- KU4.** companys emergency evacuation procedure
- KU5.** health risks to the worker at the work place

## Qualification Pack

- KU6.** healthy work practices
- KU7.** how to perform the duties in a way to minimize pollution at the work place
- KU8.** what personal protective equipments should be worn and how it is cared for
- KU9.** safe disposal methods for waste
- KU10.** how to provide the first aid treatment at workplace
- KU11.** emergency procedures to be followed in case of an mishap such as fire accidents etc.

## Generic Skills (GS)

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

- GS1.** read personal health instructions and manual
- GS2.** read the usage of various hand tools and personal protection equipments
- GS3.** take notes on descriptions and details of various personal health maintenance procedures
- GS4.** communicate with supervisor about the physical symptoms
- GS5.** receive instructions from doctor and supervisor on medical care
- GS6.** how to select appropriate hand tools and personal protection equipment
- GS7.** when to change personal protection equipment during work
- GS8.** how to identify first aid needs in case and of an injury
- GS9.** how to select appropriate hand tools and personal protection equipment
- GS10.** when to change personal protection equipment during work
- GS11.** how to use materials that does not affect customer health / make injury
- GS12.** improve work processes by adopting best safety practices
- GS13.** analyze the usage of appropriate tools and consumables
- GS14.** spot errors and any other disruptions and communicate with solutions

## Qualification Pack

### Assessment Criteria

| Assessment Criteria for Outcomes  | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|---|--------------|-----------------|---------------|------------|
| <i>Adopt healthy work practices</i>   | <b>18</b>    | <b>48</b>       | -             | -          |
| <b>PC1.</b> always cover the mouth and nose with a dust mask while working and keep on changing when it gets blocked with dust                            | 3            | 8               | -             | -          |
| <b>PC2.</b> follow work instructions strictly to reduce the amount of pollution at the work place e.g. wet the rock / craft material before working on it | 3            | 8               | -             | -          |
| <b>PC3.</b> wear protective goggles over eyes and replace them when scratches on it obscure the vision  | 3            | 8               | -             | -          |
| <b>PC4.</b> wear gloves as per the materials used for making handicraft to avoid blisters; scratches and cuts   | 3            | 8               | -             | -          |
| <b>PC5.</b> undergo preventive health checkups at regular intervals   | 3            | 8               | -             | -          |
| <b>PC6.</b> take prompt treatment from the doctor in case of illness  | 3            | 8               | -             | -          |
| <i>Achieve work productivity while maintaining health</i>   | <b>12</b>    | <b>22</b>       | -             | -          |
| <b>PC7.</b> follow SOPs for dealing with blisters; scratches; accidental fires or any other type of emergencies at work                                   | 4            | 7               | -             | -          |
| <b>PC8.</b> ensure the absence of no productivity loss or absenteeism from work due to illness  | 4            | 7               | -             | -          |
| <b>PC9.</b> ensure no long term ill effect on the personal health   | 4            | 8               | -             | -          |
| <b>NOS Total</b>  | <b>30</b>    | <b>70</b>       | -             | -          |

## Qualification Pack

### National Occupational Standards (NOS) Parameters

|                            |   |
|----------------------------|---|
| <b>NOS Code</b>            | HCS/N9935   |
| <b>NOS Name</b>            | Maintain Personal Cleanliness   |
| <b>Sector</b>              | Handicrafts and Carpet  |
| <b>Sub-Sector</b>          | Handicrafts (Ceramics), Handicrafts (Fashion Jewellery), Handicrafts (Stonecraft), Glassware, Metalware |
| <b>Occupation</b>          | Generic Handicrafts and Carpet  |
| <b>NSQF Level</b>          | 3   |
| <b>Credits</b>             | 1   |
| <b>Version</b>             | 1.0   |
| <b>Last Reviewed Date</b>  | 30/04/2025  |
| <b>Next Review Date</b>    | 30/04/2028  |
| <b>NSQC Clearance Date</b> | 30/04/2025  |

## Qualification Pack

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

#### Description

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

#### Scope

The scope covers the following :

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

#### Elements and Performance Criteria

##### *Introduction to Employability Skills*

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

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

##### *Constitutional values - Citizenship*

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

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

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

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

**PC3.** explain 21st Century Skills such as Self-Awareness, Behavior Skills, Positive attitude, self-motivation, problem-solving, creative thinking, time management, social and cultural awareness, emotional awareness, continuous learning mindset etc.

##### *Basic English Skills*

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

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

##### *Communication Skills*

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

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

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

## Qualification Pack

### *Diversity & Inclusion*

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

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

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

### *Financial and Legal Literacy*

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

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

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

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

### *Essential Digital Skills*

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

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

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

### *Entrepreneurship*

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

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

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

### *Customer Service*

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

**PC16.** identify different types of customers

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

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

### *Getting ready for apprenticeship & Jobs*

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

**PC19.** create a basic biodata

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

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

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

**KU1.** need for employability skills

**KU2.** various constitutional and personal values

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

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

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

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

**KU7.** inclusivity and its importance

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

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

## Qualification Pack

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

## Generic Skills (GS)

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

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

## Qualification Pack

### Assessment Criteria

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

### Qualification Pack

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

## Qualification Pack

### National Occupational Standards (NOS) Parameters

|                            |                                 |
|----------------------------|---------------------------------|
| <b>NOS Code</b>            | DGT/VSQ/N0101                   |
| <b>NOS Name</b>            | Employability Skills (30 Hours) |
| <b>Sector</b>              | Cross Sectoral                  |
| <b>Sub-Sector</b>          | Professional Skills             |
| <b>Occupation</b>          | Employability                   |
| <b>NSQF Level</b>          | 2                               |
| <b>Credits</b>             | 1                               |
| <b>Version</b>             | 1.0                             |
| <b>Last Reviewed Date</b>  | 30/04/2025                      |
| <b>Next Review Date</b>    | 30/04/2028                      |
| <b>NSQC Clearance Date</b> | 30/04/2025                      |

## Qualification Pack

### HCS/N8711: Carry out preparation of bamboo slivers

#### Description

This unit is about carrying out basic operations of preparing bamboo slivers of required specification.

#### Scope

The scope covers the following :

- To make slivers from Bamboo Splits
- Sorting & Drying of sliver
- Bundling & Storage of slivers

#### Elements and Performance Criteria

##### *To make slivers from Bamboo Splits*

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

- PC1.** appropriately use the hand saw.
- PC2.** make the bamboo sliver by handling the bamboo split in the right manner.
- PC3.** apply appropriate pressure on the bamboo split by using the hand saw to get the desired thickness of bamboo sliver
- PC4.** make the bamboo sliver of the desired size from the splits.
- PC5.** measure & maintain the uniformity of the sliver to be achieved
- PC6.** minimise and dispose of the waste materials in the approved manner
- PC7.** carry out operations at a rate that maintains workflow
- PC8.** respond appropriately incase of any errors or faults in the bamboo and other operations
- PC9.** leave work area safe and secure when work is complete
- PC10.** maintain the sharpness of handsaw
- PC11.** take safety precautions while drawing out the sliver

##### *Sorting & Drying of sliver*

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

- PC12.** identify and segregate the usable and the disposable bamboo slivers based on width, thickness, strength and colour
- PC13.** ensure uniform and complete drying
- PC14.** minimise and dispose of the waste materials in the approved manner

##### *Bundling & Storage of slivers*

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

- PC15.** take an appropriate amount (weight/number of pieces as per market demand) of bamboo slivers from the bulk lot
- PC16.** undertake precautions while storage to avoid moisture

#### Knowledge and Understanding (KU)

## Qualification Pack

The individual on the job needs to know and understand:

- KU1.** your organization's policies, procedures, guidelines and standards for quality
- KU2.** safe working practices and organizational procedures
- KU3.** quality systems and other processes practiced in the organization
- KU4.** types of problems with quality and how to report them to appropriate people
- KU5.** the importance of complying with written instructions
- KU6.** reporting procedure in case of faults in own/ other processes
- KU7.** whom to refer problems to when they are outside the limit of your authority
- KU8.** your organization's tools, templates and processes for related operations in production
- KU9.** types of tools used
- KU10.** step-by-step process of making bamboo sliver
- KU11.** correct positioning of the tool while making bamboo sliver
- KU12.** common mistakes in the handling of tools affecting the quality
- KU13.** importance of drying

## Generic Skills (GS)

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

- GS1.** write in the local language
- GS2.** read measurement instructions
- GS3.** listen effectively and orally communicate information accurately
- GS4.** ask for clarification and advice from others
- GS5.** follow organization rule-based decision-making process
- GS6.** decide with a systematic course of actions and/or response
- GS7.** plan and organize your work to achieve targets and deadlines
- GS8.** manage relationships with customers
- GS9.** build customer relationships and use a customer-centric approach
- GS10.** analyze the problem, evaluate the possible solution(s) and suggest an optimum /best possible solution(s)
- GS11.** identify immediate or temporary solutions to resolve delays
- GS12.** analyze data and activities
- GS13.** pass on relevant information to others
- GS14.** apply, analyze, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to thought and action

## Qualification Pack

### Assessment Criteria

| Assessment Criteria for Outcomes  | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|---|--------------|-----------------|---------------|------------|
| <i>To make slivers from Bamboo Splits</i>   | <b>22</b>    | <b>43</b>       | -             | -          |
| <b>PC1.</b> appropriately use the hand saw.   | 2            | 3               | -             | -          |
| <b>PC2.</b> make the bamboo sliver by handling the bamboo split in the right manner.  | 2            | 3               | -             | -          |
| <b>PC3.</b> apply appropriate pressure on the bamboo split by using the hand saw to get the desired thickness of bamboo sliver  | 2            | 3               | -             | -          |
| <b>PC4.</b> make the bamboo sliver of the desired size from the splits.   | 2            | 3               | -             | -          |
| <b>PC5.</b> measure & maintain the uniformity of the sliver to be achieved  | 2            | 3               | -             | -          |
| <b>PC6.</b> minimise and dispose of the waste materials in the approved manner  | 2            | 3               | -             | -          |
| <b>PC7.</b> carry out operations at a rate that maintains workflow  | 2            | 5               | -             | -          |
| <b>PC8.</b> respond appropriately incase of any errors or faults in the bamboo and other operations                             | 2            | 5               | -             | -          |
| <b>PC9.</b> leave work area safe and secure when work is complete   | 2            | 5               | -             | -          |
| <b>PC10.</b> maintain the sharpness of handsaw  | 2            | 5               | -             | -          |
| <b>PC11.</b> take safety precautions while drawing out the sliver   | 2            | 5               | -             | -          |
| <i>Sorting &amp; Drying of sliver</i>   | <b>6</b>     | <b>15</b>       | -             | -          |
| <b>PC12.</b> identify and segregate the usable and the disposable bamboo slivers based on width, thickness, strength and colour | 2            | 5               | -             | -          |
| <b>PC13.</b> ensure uniform and complete drying   | 2            | 5               | -             | -          |
| <b>PC14.</b> minimise and dispose of the waste materials in the approved manner   | 2            | 5               | -             | -          |
| <i>Bundling &amp; Storage of slivers</i>  | <b>4</b>     | <b>10</b>       | -             | -          |

### Qualification Pack

| Assessment Criteria for Outcomes   | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|--|--------------|-----------------|---------------|------------|
| <b>PC15.</b> take an appropriate amount (weight/number of pieces as per market demand) of bamboo slivers from the bulk lot | 2            | 5               | -             | -          |
| <b>PC16.</b> undertake precautions while storage to avoid moisture   | 2            | 5               | -             | -          |
| <b>NOS Total</b>   | <b>32</b>    | <b>68</b>       | -             | -          |

## Qualification Pack

### National Occupational Standards (NOS) Parameters

|                            |  |
|----------------------------|--|
| <b>NOS Code</b>            | HCS/N8711  |
| <b>NOS Name</b>            | Carry out preparation of bamboo slivers                      |
| <b>Sector</b>              | Handicrafts and Carpet                                       |
| <b>Sub-Sector</b>          | Handicrafts (Bamboo Handicrafts)                             |
| <b>Occupation</b>          | Stitching, Weaving, Making and Finishing-Handicrafts(Bamboo) |
| <b>NSQF Level</b>          | 3  |
| <b>Credits</b>             | 1  |
| <b>Version</b>             | 3.0  |
| <b>Last Reviewed Date</b>  | 30/04/2025   |
| <b>Next Review Date</b>    | 30/04/2028   |
| <b>NSQC Clearance Date</b> | 30/04/2025   |

## Qualification Pack

# HCS/N8712: Carry out weaving & twining of bamboo slivers to achieve the final product as per requirement

## Description

This unit provides Performance Criteria, Knowledge & Understanding and Skills & Abilities required to carry out Basket making from bamboo slivers.

## Scope

The scope covers the following :

- making two dimensional Bamboo sliver base according to specified design & size on which weaving & twining is to be done
- carrying the process of weaving & twining in the definite pattern & design

## Elements and Performance Criteria

### *Making two dimensional Bamboo sliver base according to specified design & size on which weaving & twining is to be done*

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

- PC1.** take specific type (based on width & length) of bamboo slivers suitable for preparing the two dimensional base structure
- PC2.** plan out the base & fix it (specifically for round base) to obtain a rigid structure.
- PC3.** ensure that the base structure is fixed correctly before weaving bamboo slivers on to the base structure
- PC4.** make the two dimensional bamboo sliver base according to the required design & pattern
- PC5.** ask questions to obtain more information on tasks when the instructions you have are unclear
- PC6.** to be able to work according to specified shape of bamboo basket
- PC7.** check that the materials to be used are free from faults
- PC8.** conform to organization's quality standards
- PC9.** report any damaged work to the responsible person
- PC10.** leave work area safe and secure when work is complete free from hazards

### *Carrying the process of weaving & twining in the definite pattern & design*

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

- PC11.** take appropriate slivers (based on width & length) for weaving according to shape, size, colour & design pattern required in making specific basketry product
- PC12.** do basic weaving in the given structure/frame
- PC13.** analyze and maintain a uniform gap between the slivers as per the given specification
- PC14.** analyze and maintain the compactness of the sliver to ensure rigidity of the structure
- PC15.** analyze and carry out the bending wherever required according to the shape & size of the product to be achieved
- PC16.** analyze and maintain quality in giving shapes

## Qualification Pack

- PC17.** ensure proper handling in making the basketry product to avoid any breakage
- PC18.** detect faults & defects
- PC19.** solve & rectify the faults

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** the organization's policies and procedures
- KU2.** responsibilities under health, safety and environmental legislation
- KU3.** guidelines for storage and disposal of waste materials
- KU4.** potential hazards associated with the machines and the safety precautions that must be taken
- KU5.** protocol to obtain more information on work related tasks
- KU6.** contact person in case of queries on procedure or products and for resolving issues related to defective machines, tools and/or equipment
- KU7.** details of the job role and responsibilities
- KU8.** work target and review mechanism with your supervisor
- KU9.** protocol and format for reporting work related risks/ problems
- KU10.** method of obtaining/ giving feedback related to performance
- KU11.** importance of team work and harmonious working relationships
- KU12.** process for offering/ obtaining work related assistance
- KU13.** need to sort slivers
- KU14.** need for drying
- KU15.** proper storing methods
- KU16.** knowledge of types slivers based on quality and quantity measurements
- KU17.** different types of defects/quality issues
- KU18.** common hazards in the work area and workplace procedures for dealing with them

### Generic Skills (GS)

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

- GS1.** write in local language
- GS2.** read measurement instructions
- GS3.** communicate orally with colleagues
- GS4.** follow organization rule-based decision making process
- GS5.** decide with systematic course of actions and/or response
- GS6.** plan and organize your work to achieve targets and deadlines
- GS7.** manage relationships with customers
- GS8.** build customer relationships and use a customer-centric approach

## Qualification Pack

- GS9.** think through the problem, evaluate the possible solution(s) and suggest an optimum /best possible solution(s)
- GS10.** identify immediate or temporary solutions to resolve delays
- GS11.** analyze data and activities
- GS12.** pass on relevant information to others

## Qualification Pack

### Assessment Criteria

| Assessment Criteria for Outcomes  | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|---|--------------|-----------------|---------------|------------|
| <i>Making two dimensional Bamboo sliver base according to specified design &amp; size on which weaving &amp; twining is to be done</i>                                    | <b>20</b>    | <b>30</b>       | -             | -          |
| <b>PC1.</b> take specific type (based on width & length) of bamboo slivers suitable for preparing the two dimensional base structure                                      | 2            | 3               | -             | -          |
| <b>PC2.</b> plan out the base & fix it (specifically for round base)to obtain a rigid structure.  | 2            | 3               | -             | -          |
| <b>PC3.</b> ensure that the base structure is fixed correctly before weaving bamboo slivers on to the base structure  | 2            | 3               | -             | -          |
| <b>PC4.</b> make the two dimensional bamboo sliver base according to the required design & pattern  | 2            | 3               | -             | -          |
| <b>PC5.</b> ask questions to obtain more information on tasks when the instructions you have are unclear  | 2            | 3               | -             | -          |
| <b>PC6.</b> to be able to work according to specified shape of bamboo basket  | 2            | 3               | -             | -          |
| <b>PC7.</b> check that the materials to be used are free from faults  | 2            | 3               | -             | -          |
| <b>PC8.</b> conform to organization's quality standards   | 2            | 3               | -             | -          |
| <b>PC9.</b> report any damaged work to the responsible person   | 2            | 3               | -             | -          |
| <b>PC10.</b> leave work area safe and secure when work is complete free from hazards  | 2            | 3               | -             | -          |
| <i>Carrying the process of weaving &amp; twining in the definite pattern &amp; design</i>   | <b>18</b>    | <b>32</b>       | -             | -          |
| <b>PC11.</b> take appropriate slivers (based on width & length) for weaving according to shape,size, colour & design pattern required in making specific basketry product | 2            | 3               | -             | -          |
| <b>PC12.</b> do basic weaving in the given structure/frame  | 2            | 3               | -             | -          |

## Qualification Pack

| Assessment Criteria for Outcomes   | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|--|--------------|-----------------|---------------|------------|
| <b>PC13.</b> analyze and maintain a uniform gap between the slivers as per the given specification                           | 2            | 3               | -             | -          |
| <b>PC14.</b> analyze and maintain the compactness of the sliver to ensure rigidity of the structure                          | 2            | 3               | -             | -          |
| <b>PC15.</b> analyze and carry out the bending wherever required according to the shape & size of the product to be achieved | 2            | 3               | -             | -          |
| <b>PC16.</b> analyze and maintain quality in giving shapes   | 2            | 3               | -             | -          |
| <b>PC17.</b> ensure proper handling in making the basketry product to avoid any breakage                                     | 2            | 4               | -             | -          |
| <b>PC18.</b> detect faults & defects   | 2            | 5               | -             | -          |
| <b>PC19.</b> solve & rectify the faults  | 2            | 5               | -             | -          |
| <b>NOS Total</b>   | <b>38</b>    | <b>62</b>       | -             | -          |

## Qualification Pack

### National Occupational Standards (NOS) Parameters

|                            |   |
|----------------------------|---|
| <b>NOS Code</b>            | HCS/N8712   |
| <b>NOS Name</b>            | Carry out weaving & twining of bamboo slivers to achieve the final product as per requirement |
| <b>Sector</b>              | Handicrafts and Carpet  |
| <b>Sub-Sector</b>          | Handicrafts (Bamboo Handicrafts)  |
| <b>Occupation</b>          | Stitching, Weaving, Making and Finishing-Handicrafts(Bamboo)                                  |
| <b>NSQF Level</b>          | 3   |
| <b>Credits</b>             | 2   |
| <b>Version</b>             | 3.0   |
| <b>Last Reviewed Date</b>  | 30/04/2025  |
| <b>Next Review Date</b>    | 30/04/2028  |
| <b>NSQC Clearance Date</b> | 30/04/2025  |

## Qualification Pack

# HCS/N8713: Carry out finishing, varnishing, drying & storage of bamboo basket

## Description

This unit is about to carry out basic operations of finishing, drying & varnishings Bamboo Basketry products.

## Scope

The scope covers the following :

- clipping the extra unwanted sliver from the basket & fix the edges.
- drying of bamboo basket.
- varnishing & drying of bamboo basket
- storage of bamboo basket products

## Elements and Performance Criteria

### *Clipping the extra unwanted sliver from the basket & fix the edges*

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

- PC1.** appropriate usage of clipping tool
- PC2.** cut the extra edges neatly to give the fine finished look
- PC3.** analyze and apply glue to fix the edges
- PC4.** handle the bamboo basket properly to avoid any breakage
- PC5.** dispose the waste materials in the approved manner
- PC6.** carry out operations at a rate that maintains workflow
- PC7.** respond appropriately incase of any errors or faults in the bamboo and other operations
- PC8.** leave work area safe and secure when work is complete
- PC9.** maintaining the work place clean
- PC10.** maintaining sharpness of clipping tool
- PC11.** take safety precautions while clipping

### *Drying of Bamboo Basket*

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

- PC12.** carry out effective drying of the basket to reduce moisture content
- PC13.** take precautions while placing the baskets in a dust free area while drying

### *Proper Varnishing & Drying of Bamboo Basket*

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

- PC14.** handle the brush or sprayer properly
- PC15.** prepare the solution of varnish by adding an appropriate amount of thinner
- PC16.** take an appropriate amount of solution to be applied to the bamboo basketry product
- PC17.** apply solution on the bamboo basketry product uniformly
- PC18.** handle the basket properly while doing varnishing

## Qualification Pack

- PC19.** ensure uniform and complete drying in sunlight to avoid stickiness
- PC20.** check & ensure the quality of the final product based on desired specifications
- PC21.** maintain the workplace clean
- PC22.** dispose of the waste materials safely in approved manner

### *Storage of Bamboo Basket products*

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

- PC23.** take precautions while stacking the lot of basket avoiding any breakage
- PC24.** store the lot of basket in a dry area avoiding direct contact with the ground

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** the organization's policies, procedures, guidelines and standards for quality
- KU2.** safe working practices and organizational procedures
- KU3.** quality systems and other processes practiced in the organization
- KU4.** types of problems with quality and how to report them to appropriate people
- KU5.** the importance of complying with written instructions
- KU6.** reporting procedure in case of faults in own/ other processes
- KU7.** who to refer problems to when they are outside the limit of your authority
- KU8.** the organization's tools, templates and processes for related operations in production
- KU9.** types of tools used
- KU10.** step by step finishing process
- KU11.** preparation of varnish solution by added a right amount of thinner
- KU12.** common mistakes in handling of product affecting the finishing quality
- KU13.** importance of even drying

## Generic Skills (GS)

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

- GS1.** write in local language
- GS2.** read measurement instructions
- GS3.** listen effectively and orally communicate information accurately
- GS4.** ask for clarification and advice from others
- GS5.** follow organization rule-based decision-making process
- GS6.** decide with a systematic course of actions and/or response
- GS7.** plan and organize your work to achieve targets and deadlines
- GS8.** manage relationships with customers
- GS9.** build customer relationships and use customer centric approach
- GS10.** think through the problem, evaluate the possible solution(s) and suggest an optimum /best possible solution(s)

## Qualification Pack

- GS11.** identify immediate or temporary solutions to resolve delays
- GS12.** analyze data and activities
- GS13.** pass on relevant information to others
- GS14.** apply, analyze, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to thought and action

## Qualification Pack

### Assessment Criteria

| Assessment Criteria for Outcomes  | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|---|--------------|-----------------|---------------|------------|
| <i>Clipping the extra unwanted sliver from the basket &amp; fix the edges</i>                       | <b>11</b>    | <b>33</b>       | -             | -          |
| <b>PC1.</b> appropriate usage of clipping tool  | 1            | 3               | -             | -          |
| <b>PC2.</b> cut the extra edges neatly to give the fine finished look                               | 1            | 3               | -             | -          |
| <b>PC3.</b> analyze and apply glue to fix the edges   | 1            | 3               | -             | -          |
| <b>PC4.</b> handle the bamboo basket properly to avoid any breakage                                 | 1            | 3               | -             | -          |
| <b>PC5.</b> dispose the waste materials in the approved manner                                      | 1            | 3               | -             | -          |
| <b>PC6.</b> carry out operations at a rate that maintains workflow                                  | 1            | 3               | -             | -          |
| <b>PC7.</b> respond appropriately incase of any errors or faults in the bamboo and other operations | 1            | 3               | -             | -          |
| <b>PC8.</b> leave work area safe and secure when work is complete                                   | 1            | 3               | -             | -          |
| <b>PC9.</b> maintaining the work place clean  | 1            | 3               | -             | -          |
| <b>PC10.</b> maintaining sharpness of clipping tool   | 1            | 3               | -             | -          |
| <b>PC11.</b> take safety precautions while clipping   | 1            | 3               | -             | -          |
| <i>Drying of Bamboo Basket</i>  | <b>2</b>     | <b>6</b>        | -             | -          |
| <b>PC12.</b> carry out effective drying of the basket to reduce moisture content                    | 1            | 3               | -             | -          |
| <b>PC13.</b> take precautions while placing the baskets in a dust free area while drying            | 1            | 3               | -             | -          |
| <i>Proper Varnishing &amp; Drying of Bamboo Basket</i>  | <b>9</b>     | <b>29</b>       | -             | -          |
| <b>PC14.</b> handle the brush or sprayer properly   | 1            | 3               | -             | -          |
| <b>PC15.</b> prepare the solution of varnish by adding an appropriate amount of thinner             | 1            | 3               | -             | -          |

### Qualification Pack

| Assessment Criteria for Outcomes   | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|--|--------------|-----------------|---------------|------------|
| <b>PC16.</b> take an appropriate amount of solution to be applied to the bamboo basketry product | 1            | 3               | -             | -          |
| <b>PC17.</b> apply solution on the bamboo basketry product uniformly                             | 1            | 3               | -             | -          |
| <b>PC18.</b> handle the basket properly while doing varnishing                                   | 1            | 3               | -             | -          |
| <b>PC19.</b> ensure uniform and complete drying in sunlight to avoid stickiness                  | 1            | 3               | -             | -          |
| <b>PC20.</b> check & ensure the quality of the final product based on desired specifications     | 1            | 3               | -             | -          |
| <b>PC21.</b> maintain the workplace clean  | 1            | 4               | -             | -          |
| <b>PC22.</b> dispose of the waste materials safely in approved manner                            | 1            | 4               | -             | -          |
| <i>Storage of Bamboo Basket products</i>   | <b>2</b>     | <b>8</b>        | -             | -          |
| <b>PC23.</b> take precautions while stacking the lot of basket avoiding any breakage             | 1            | 4               | -             | -          |
| <b>PC24.</b> store the lot of basket in a dry area avoiding direct contact with the ground       | 1            | 4               | -             | -          |
| <b>NOS Total</b>   | <b>24</b>    | <b>76</b>       | -             | -          |

## Qualification Pack

### National Occupational Standards (NOS) Parameters

|                            |  |
|----------------------------|--|
| <b>NOS Code</b>            | HCS/N8713  |
| <b>NOS Name</b>            | Carry out finishing, varnishing, drying & storage of bamboo basket |
| <b>Sector</b>              | Handicrafts and Carpet   |
| <b>Sub-Sector</b>          | Handicrafts (Bamboo Handicrafts)                                   |
| <b>Occupation</b>          | Stitching, Weaving, Making and Finishing-Handicrafts(Bamboo)       |
| <b>NSQF Level</b>          | 3  |
| <b>Credits</b>             | 1  |
| <b>Version</b>             | 3.0  |
| <b>Last Reviewed Date</b>  | 30/04/2025   |
| <b>Next Review Date</b>    | 30/04/2028   |
| <b>NSQC Clearance Date</b> | 30/04/2025   |

## Qualification Pack

### HCS/N8730: Carry out the process of Ringal Basketry

#### Description

This unit outlines the comprehensive process of crafting Ringal baskets, from raw material selection to the final product, ensuring the preservation of traditional skills while incorporating modern quality standards.

#### Scope

The scope covers the following :

- Selection and Preparation of Raw Materials
- Weaving the Ringal Basket
- Finishing and Quality Assurance

#### Elements and Performance Criteria

##### *Selection and Preparation of Raw Materials*

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

- PC1.** Identify and select high-quality Ringal bamboo suitable for basketry based on size, age, and flexibility.
- PC2.** Perform initial cleaning and removal of unwanted outer layers from the selected Ringal bamboo stalks.
- PC3.** Split the bamboo into appropriate-sized strips for weaving, ensuring consistency in thickness and smoothness.
- PC4.** Treat the bamboo strips, if necessary, using natural or chemical preservatives to enhance durability and prevent pests.

##### *Weaving the Ringal Basket*

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

- PC5.** Prepare the base of the basket by arranging the bamboo strips in a crisscross pattern to form a sturdy foundation.
- PC6.** Use traditional or modern weaving techniques to build the walls of the basket, ensuring tightness and evenness in the weave.
- PC7.** Shape the basket according to the desired size and design, maintaining uniformity throughout the weaving process.
- PC8.** Incorporate decorative elements or patterns into the basket using dyed or naturally colored bamboo strips, as required.

##### *Finishing and Quality Assurance*

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

- PC9.** Trim excess bamboo strips and smooth the edges of the basket to give it a refined appearance.
- PC10.** Apply finishing techniques, such as polishing or coating, to enhance the aesthetic and functional quality of the basket.
- PC11.** Conduct quality checks to ensure the basket is free from defects, such as loose weaves or sharp edges, and that it meets the required durability standards.

## Qualification Pack

**PC12.** Ensure the final product is suitable for its intended use, whether for storage, carrying goods, or as a decorative item.

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** Knowledge of Ringal, including its characteristics, growth patterns, and suitability for basketry.
- KU2.** Awareness of the harvesting process for Ringal bamboo, including the best times for harvesting to ensure optimal quality.
- KU3.** Understanding of the tools and equipment used in the preparation and weaving of Ringal baskets, including cutting tools, knives, and weaving aids.
- KU4.** Familiarity with methods of treating bamboo strips for enhanced durability, including natural and chemical treatments.
- KU5.** Knowledge of traditional and contemporary weaving techniques employed in Ringal basketry, including different styles and patterns.
- KU6.** Understanding the principles of basket construction, including the importance of tension and consistency in weaving for structural integrity.
- KU7.** Familiarity with the various shapes and designs of baskets that can be created with Ringal bamboo and the cultural significance of these designs.
- KU8.** Insight into decorative techniques used in basket weaving, including the use of dyed bamboo strips and the incorporation of patterns.
- KU9.** Awareness of quality standards for Ringal baskets, including strength, aesthetics, and safety considerations.
- KU10.** Knowledge of finishing techniques that enhance the appearance and usability of the basket, such as sanding, polishing, or applying protective coatings.
- KU11.** Understanding the importance of conducting thorough quality control inspections to identify defects and ensure the final product meets market requirements.
- KU12.** Familiarity with the environmental impact of basket production and the importance of sustainable practices in raw material sourcing and product design.
- KU13.** Awareness of the market demand for Ringal baskets, including potential customer bases and selling platforms.
- KU14.** Understanding the cultural significance of Ringal basketry in various communities and its role in preserving traditional craftsmanship.

### Generic Skills (GS)

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

- GS1.** Ability to articulate ideas clearly regarding the crafting process and share techniques with other artisans or trainees.
- GS2.** Ability to experiment with different materials, colors, and weaving techniques to create innovative products.

## Qualification Pack

- GS3.** Skill in designing unique and functional basket patterns that cater to contemporary market demands.
- GS4.** Ability to prioritize tasks effectively, balancing production with customer orders and deadlines.
- GS5.** Proficiency in planning and organizing the crafting process to ensure timely completion of baskets while maintaining quality standards.
- GS6.** Willingness to learn new techniques or incorporate modern tools and technologies to improve production efficiency.
- GS7.** Flexibility in adjusting designs or processes based on feedback from customers or market trends.
- GS8.** Expertise in handling and preparing Ringal bamboo for weaving, ensuring optimal quality and usability.
- GS9.** Proficiency in various weaving techniques, ensuring structural integrity and aesthetic appeal in the final product.
- GS10.** Skill in conducting thorough inspections to ensure that the baskets meet industry standards for durability and safety.
- GS11.** Ability to implement finishing techniques that enhance the appearance and usability of the baskets.
- GS12.** Understanding of market trends related to bamboo products, enabling informed decisions about production and marketing strategies.
- GS13.** Ability to build and maintain strong relationships with customers, understanding their needs and preferences to drive sales.
- GS14.** Skill in pricing products competitively while ensuring profitability and sustainability.

## Qualification Pack

### Assessment Criteria

| Assessment Criteria for Outcomes   | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|--|--------------|-----------------|---------------|------------|
| <i>Selection and Preparation of Raw Materials</i>  | <b>8</b>     | <b>24</b>       | -             | -          |
| <b>PC1.</b> Identify and select high-quality Ringal bamboo suitable for basketry based on size, age, and flexibility.                    | 2            | 6               | -             | -          |
| <b>PC2.</b> Perform initial cleaning and removal of unwanted outer layers from the selected Ringal bamboo stalks.                        | 2            | 6               | -             | -          |
| <b>PC3.</b> Split the bamboo into appropriate-sized strips for weaving, ensuring consistency in thickness and smoothness.                | 2            | 6               | -             | -          |
| <b>PC4.</b> Treat the bamboo strips, if necessary, using natural or chemical preservatives to enhance durability and prevent pests.      | 2            | 6               | -             | -          |
| <i>Weaving the Ringal Basket</i>   | <b>8</b>     | <b>24</b>       | -             | -          |
| <b>PC5.</b> Prepare the base of the basket by arranging the bamboo strips in a crisscross pattern to form a sturdy foundation.           | 2            | 6               | -             | -          |
| <b>PC6.</b> Use traditional or modern weaving techniques to build the walls of the basket, ensuring tightness and evenness in the weave. | 2            | 6               | -             | -          |
| <b>PC7.</b> Shape the basket according to the desired size and design, maintaining uniformity throughout the weaving process.            | 2            | 6               | -             | -          |
| <b>PC8.</b> Incorporate decorative elements or patterns into the basket using dyed or naturally colored bamboo strips, as required.      | 2            | 6               | -             | -          |
| <i>Finishing and Quality Assurance</i>   | <b>12</b>    | <b>24</b>       | -             | -          |
| <b>PC9.</b> Trim excess bamboo strips and smooth the edges of the basket to give it a refined appearance.                                | 3            | 6               | -             | -          |
| <b>PC10.</b> Apply finishing techniques, such as polishing or coating, to enhance the aesthetic and functional quality of the basket.    | 3            | 6               | -             | -          |

### Qualification Pack

| Assessment Criteria for Outcomes   | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|--|--------------|-----------------|---------------|------------|
| <b>PC11.</b> Conduct quality checks to ensure the basket is free from defects, such as loose weaves or sharp edges, and that it meets the required durability standards. | 3            | 6               | -             | -          |
| <b>PC12.</b> Ensure the final product is suitable for its intended use, whether for storage, carrying goods, or as a decorative item.                                    | 3            | 6               | -             | -          |
| <b>NOS Total</b>   | <b>28</b>    | <b>72</b>       | -             | -          |

## Qualification Pack

### National Occupational Standards (NOS) Parameters

|                            |  |
|----------------------------|--|
| <b>NOS Code</b>            | HCS/N8730  |
| <b>NOS Name</b>            | Carry out the process of Ringal Basketry                     |
| <b>Sector</b>              | Handicrafts and Carpet                                       |
| <b>Sub-Sector</b>          |  |
| <b>Occupation</b>          | Stitching, Weaving, Making and Finishing-Handicrafts(Bamboo) |
| <b>NSQF Level</b>          | 3  |
| <b>Credits</b>             | 2  |
| <b>Version</b>             | 1.0  |
| <b>Last Reviewed Date</b>  | 30/04/2025   |
| <b>Next Review Date</b>    | 30/04/2028   |
| <b>NSQC Clearance Date</b> | 30/04/2025   |

## Qualification Pack

### HCS/N8714: Contribute to achieve quality bamboo basket making

#### Description

This unit provides Performance Criteria, Knowledge & Understanding and Skills & Abilities required to monitor the quality while undertaking bamboo basket making to ensure that the final product meets desired specifications.

#### Scope

The scope covers the following :

- Contribute to achieving the product quality in Bamboo work

#### Elements and Performance Criteria

##### *Contribute to achieving the product quality in Bamboo work*

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

- PC1.** identify and use raw materials as per the specifications provided
- PC2.** . take the necessary action when materials do not conform to quality standards
- PC3.** report and replace identified faulty materials and component parts which do not meet specifications
- PC4.** identify modifiable defects and rework on them
- PC5.** carry out work safely and at a rate that maintains work flow
- PC6.** report to the responsible person when the work flow of other production areas disrupts work
- PC7.** carry out quality checks at specified intervals according to instructions
- PC8.** apply the allowed tolerances
- PC9.** identify faults and take appropriate action for rectification
- PC10.** maintain the required productivity and quality levels

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** safe working practices and organizational procedures
- KU2.** the organization's organization's procedures and guidelines
- KU3.** quality systems and machine embroidery processes practiced in the organization
- KU4.** equipment operating procedures / manufacturers instructions
- KU5.** types of problems with quality and how to report them to appropriate people
- KU6.** methods to present any ideas for improvement to supervisor
- KU7.** the importance of complying with written instructions
- KU8.** limitations of personal responsibility
- KU9.** reporting procedure in case of faults in own/ other processes

## Qualification Pack

- KU10.** different types of faults that are likely to be found
- KU11.** consequences of using incorrect tools
- KU12.** consequences of incorrect handling of tools
- KU13.** types of faults that may occur, methods of identification and deal with problems
- KU14.** different types of defects
- KU15.** the importance of segregating rejects
- KU16.** appropriate inspection methods that can be used
- KU17.** own responsibilities at work

## Generic Skills (GS)

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

- GS1.** write in local language
- GS2.** read instructions, guidelines, procedures and rules
- GS3.** communicate orally with colleagues
- GS4.** follow organization rule-based decision making process
- GS5.** decide with systematic course of actions and/or response
- GS6.** plan and organize your work to achieve targets and deadlines
- GS7.** manage relationships with customers
- GS8.** build customer relationships and use customer centric approach
- GS9.** think through the problem, evaluate the possible solution(s) and suggest an optimum /best possible solution(s)
- GS10.** identify immediate or temporary solutions to resolve delays
- GS11.** analyze data and activities
- GS12.** pass on relevant information to others
- GS13.** apply, analyze, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to thought and action

## Qualification Pack

### Assessment Criteria

| Assessment Criteria for Outcomes  | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|---|--------------|-----------------|---------------|------------|
| <i>Contribute to achieving the product quality in Bamboo work</i>   | <b>30</b>    | <b>70</b>       | -             | -          |
| <b>PC1.</b> identify and use raw materials as per the specifications provided                                   | 3            | 7               | -             | -          |
| <b>PC2.</b> . take the necessary action when materials do not conform to quality standards                      | 3            | 7               | -             | -          |
| <b>PC3.</b> report and replace identified faulty materials and component parts which do not meet specifications | 3            | 7               | -             | -          |
| <b>PC4.</b> identify modifiable defects and rework on them  | 3            | 7               | -             | -          |
| <b>PC5.</b> carry out work safely and at a rate that maintains work flow  | 3            | 7               | -             | -          |
| <b>PC6.</b> report to the responsible person when the work flow of other production areas disrupts work         | 3            | 7               | -             | -          |
| <b>PC7.</b> carry out quality checks at specified intervals according to instructions                           | 3            | 7               | -             | -          |
| <b>PC8.</b> apply the allowed tolerances  | 3            | 7               | -             | -          |
| <b>PC9.</b> identify faults and take appropriate action for rectification                                       | 3            | 7               | -             | -          |
| <b>PC10.</b> maintain the required productivity and quality levels  | 3            | 7               | -             | -          |
| <b>NOS Total</b>  | <b>30</b>    | <b>70</b>       | -             | -          |

## Qualification Pack

### National Occupational Standards (NOS) Parameters

|                            |  |
|----------------------------|--|
| <b>NOS Code</b>            | HCS/N8714  |
| <b>NOS Name</b>            | Contribute to achieve quality bamboo basket making           |
| <b>Sector</b>              | Handicrafts and Carpet                                       |
| <b>Sub-Sector</b>          | Handicrafts (Bamboo Handicrafts)                             |
| <b>Occupation</b>          | Stitching, Weaving, Making and Finishing-Handicrafts(Bamboo) |
| <b>NSQF Level</b>          | 3  |
| <b>Credits</b>             | 1  |
| <b>Version</b>             | 3.0  |
| <b>Last Reviewed Date</b>  | 30/04/2025   |
| <b>Next Review Date</b>    | 30/04/2028   |
| <b>NSQC Clearance Date</b> | 30/04/2025   |

## Qualification Pack

### HCS/N8731: Carry out basic pre-loom operations

#### Description

This unit is about carrying out basic pre-loom operations: Drafting, denting and attaching the warp on the loom.

#### Scope

The scope covers the following :

- Pre-requisites for carrying out pre-loom operations
- Carry out drafting operations to enable the weaving of a bamboo mat
- Perform Denting Operations for Weaving Bamboo Mats
- Attach the Warp to the Loom

#### Elements and Performance Criteria

##### *Pre-requisites for carrying out pre-loom operations*

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

- PC1.** Identify the parts of the hand operated loom and understand their functioning.
- PC2.** Analyze & interpret the given design (plain or twill weave) which needs to be woven & the type of raw material that is required.
- PC3.** Select and check appropriate materials for weaving the fabric as per the given specifications.
- PC4.** Conform to product quality standards.
- PC5.** Check with in-charge /others when unsure of new product details.
- PC6.** Minimise and dispose the waste materials in the approved manner.
- PC7.** Carry out operations at a rate which maintains workflow.

##### *Carry out drafting operations to enable the weaving of a bamboo mat*

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

- PC8.** Understand basic or plain drafting.
- PC9.** Carry out drafting by drawing the warp threads into the heald eyelets using the hook as per the given specifications.
- PC10.** Detect, analyze, and rectify faults during the drafting process.
- PC11.** Gradually knot the threads after drafting a set of ends to avoid mistakes in drafting.

##### *Perform Denting Operations for Weaving Bamboo Mats*

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

- PC12.** Draw the warp threads from the warped beam through the reed dents as per the given specifications.
- PC13.** Maintain the reed hook to ensure smooth functioning.

##### *Attach the Warp to the Loom*

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

- PC14.** Attach the warp rolled beam to the loom to prepare it for weaving operations.
- PC15.** Knot the warp threads uniformly to the rod attached to the breast beam or fabric beam.

## Qualification Pack

- PC16.** Maintain the correct tension of the warp threads to prepare the loom for weaving.
- PC17.** Analyze and ensure the uniform tension of the warp threads by beating and inserting a dummy weft.
- PC18.** Respond appropriately to any errors or faults in the warp and other pre-weaving operations, and take corrective measures.

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** The organizations policies, procedures, guidelines, and standards for quality.
- KU2.** Safe working practices and organizational procedures.
- KU3.** Quality systems and other processes practiced in the organization.
- KU4.** Types of quality-related problems and how to report them to the appropriate people.
- KU5.** The importance of complying with written instructions.
- KU6.** Reporting procedures in case of faults in ones own or others processes.
- KU7.** Whom to refer problems to when they are beyond the scope of your authority.
- KU8.** The organizations tools, templates, and processes for weaving-related operations in production.
- KU9.** Different parts of the hand-operated loom and their functions.
- KU10.** Loom dimensions and other specifications.
- KU11.** Different types of tools and implements used in looms.
- KU12.** The step-by-step process flow involved in pre-loom operations.

## Generic Skills (GS)

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

- GS1.** Write in the local language.
- GS2.** Read a design specifications sheet.
- GS3.** Listen effectively and communicate information orally with accuracy.
- GS4.** Ask for clarification and seek advice from others when needed.
- GS5.** Follow the organizations rule-based decision-making processes.
- GS6.** Make decisions using a systematic course of action and/or response.
- GS7.** Plan and organize work to meet targets and deadlines.
- GS8.** Manage relationships with customers effectively.
- GS9.** Build customer relationships and adopt a customer-centric approach.
- GS10.** Think through problems, evaluate possible solutions, and suggest the best or most optimal solutions.
- GS11.** Identify immediate or temporary solutions to address delays.
- GS12.** Analyze data and activities to make informed decisions.
- GS13.** Share relevant information with others effectively.

## Qualification Pack

**GS14.** Apply, analyze, and evaluate information gathered through observation, experience, reasoning, or communication as a guide to thought and action.

## Qualification Pack

### Assessment Criteria

| Assessment Criteria for Outcomes   | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|--|--------------|-----------------|---------------|------------|
| <i>Pre-requisites for carrying out pre-loom operations</i>   | <b>7</b>     | <b>28</b>       | -             | -          |
| <b>PC1.</b> Identify the parts of the hand operated loom and understand their functioning.   | 1            | 4               | -             | -          |
| <b>PC2.</b> Analyze & interpret the given design (plain or twill weave) which needs to be woven & the type of raw material that is required. | 1            | 4               | -             | -          |
| <b>PC3.</b> Select and check appropriate materials for weaving the fabric as per the given specifications.                                   | 1            | 4               | -             | -          |
| <b>PC4.</b> Conform to product quality standards.  | 1            | 4               | -             | -          |
| <b>PC5.</b> Check with in-charge /others when unsure of new product details.   | 1            | 4               | -             | -          |
| <b>PC6.</b> Minimise and dispose the waste materials in the approved manner.   | 1            | 4               | -             | -          |
| <b>PC7.</b> Carry out operations at a rate which maintains workflow.   | 1            | 4               | -             | -          |
| <i>Carry out drafting operations to enable the weaving of a bamboo mat</i>   | <b>7</b>     | <b>16</b>       | -             | -          |
| <b>PC8.</b> Understand basic or plain drafting.  | 1            | 4               | -             | -          |
| <b>PC9.</b> Carry out drafting by drawing the warp threads into the heald eyelets using the hook as per the given specifications.            | 2            | 4               | -             | -          |
| <b>PC10.</b> Detect, analyze, and rectify faults during the drafting process.  | 2            | 4               | -             | -          |
| <b>PC11.</b> Gradually knot the threads after drafting a set of ends to avoid mistakes in drafting.  | 2            | 4               | -             | -          |
| <i>Perform Denting Operations for Weaving Bamboo Mats</i>  | <b>4</b>     | <b>8</b>        | -             | -          |
| <b>PC12.</b> Draw the warp threads from the warped beam through the reed dents as per the given specifications.                              | 2            | 4               | -             | -          |

### Qualification Pack

| Assessment Criteria for Outcomes   | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|--|--------------|-----------------|---------------|------------|
| <b>PC13.</b> Maintain the reed hook to ensure smooth functioning.  | 2            | 4               | -             | -          |
| <i>Attach the Warp to the Loom</i>   | <b>10</b>    | <b>20</b>       | -             | -          |
| <b>PC14.</b> Attach the warp rolled beam to the loom to prepare it for weaving operations.   | 2            | 4               | -             | -          |
| <b>PC15.</b> Knot the warp threads uniformly to the rod attached to the breast beam or fabric beam.                                    | 2            | 4               | -             | -          |
| <b>PC16.</b> Maintain the correct tension of the warp threads to prepare the loom for weaving.   | 2            | 4               | -             | -          |
| <b>PC17.</b> Analyze and ensure the uniform tension of the warp threads by beating and inserting a dummy weft.                         | 2            | 4               | -             | -          |
| <b>PC18.</b> Respond appropriately to any errors or faults in the warp and other pre-weaving operations, and take corrective measures. | 2            | 4               | -             | -          |
| <b>NOS Total</b>   | <b>28</b>    | <b>72</b>       | -             | -          |

## Qualification Pack

### National Occupational Standards (NOS) Parameters

|                            |  |
|----------------------------|--|
| <b>NOS Code</b>            | HCS/N8731  |
| <b>NOS Name</b>            | Carry out basic pre-loom operations                          |
| <b>Sector</b>              | Handicrafts and Carpet                                       |
| <b>Sub-Sector</b>          |  |
| <b>Occupation</b>          | Stitching, Weaving, Making and Finishing-Handicrafts(Bamboo) |
| <b>NSQF Level</b>          | 3  |
| <b>Credits</b>             | 3  |
| <b>Version</b>             | 1.0  |
| <b>Last Reviewed Date</b>  | 30/04/2025   |
| <b>Next Review Date</b>    | 30/04/2028   |
| <b>NSQC Clearance Date</b> | 30/04/2025   |

## Qualification Pack

### HCS/N8732: Carry out basic weaving operations

#### Description

This unit provides Performance Criteria, Knowledge & Understanding and Skills & Abilities required to carry out basic weaving operations: Shedding/Picking/Battening to weave Bamboo mats comprising of basic weaves- Plain and Twill on hand operated loom.

#### Scope

The scope covers the following :

- Prepare for weaving Bamboo mats
- Identify and perform primary weaving operations
- Identify and perform secondary weaving operations
- Identify and perform post loom operations & finishing

#### Elements and Performance Criteria

##### *Prepare for weaving Bamboo mats*

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

- PC1.** Select the appropriate coloured bamboo sticks for insertion as wefts.
- PC2.** Ask questions to obtain more information on tasks when the instructions you have are unclear.
- PC3.** Use the Correct Tools and Materials.
- PC4.** Ensure that the materials to be used are free from faults; report any issues if faults are identified.
- PC5.** Use the pedal to check if the shed formed is appropriate.

##### *Identify and Perform Primary Weaving Operations*

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

- PC6.** Carry out the primary weaving operation of picking and shedding.
- PC7.** Perform the primary weaving operation of battening.
- PC8.** Carry out beating uniformly.

##### *Identify and Perform Secondary Weaving Operations*

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

- PC9.** Carry out the secondary weaving operation of take-up.
- PC10.** Carry out the secondary weaving operation of let-off.

##### *Identify and Perform Post-Loom Operations & Finishing*

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

- PC11.** Trim the edges of the woven mat evenly.
- PC12.** Reduce wastage and maintain quality while cutting to achieve the desired finish.
- PC13.** Roll the mat, tag it, and store it in a dry place.
- PC14.** Conform to the organization's quality standards.

## Qualification Pack

- PC15.** Maintain bamboo mat weaving operations to meet the organization's quality standards.
- PC16.** Report any damaged work to the responsible person.
- PC17.** Leave the work area safe and secure, free from hazards, once the work is complete.
- PC18.** Inspect the woven mats as per the provided specifications.
- PC19.** Perform all weaving-related operations with precision and accuracy.

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** The organizations policies, procedures, guidelines, and standards for quality.
- KU2.** Safe working practices and organizational procedures.
- KU3.** Quality systems and other processes practiced in the organization.
- KU4.** Types of quality-related problems and how to report them to the appropriate people.
- KU5.** The importance of complying with written instructions.
- KU6.** Reporting procedures in case of faults in ones own or others processes.
- KU7.** Whom to refer problems to when they are beyond the scope of your authority.
- KU8.** The organizations tools, templates, and processes for weaving-related operations in production.
- KU9.** Different parts of the hand-operated loom and their functions.
- KU10.** Loom dimensions and other specifications.
- KU11.** Different types of tools and implements used in looms.
- KU12.** The step-by-step process flow involved in pre-loom operations.

### Generic Skills (GS)

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

- GS1.** Write in the local language.
- GS2.** Read a design specifications sheet.
- GS3.** Listen effectively and communicate information orally with accuracy.
- GS4.** Ask for clarification and seek advice from others when needed.
- GS5.** Follow the organizations rule-based decision-making processes.
- GS6.** Make decisions using a systematic course of action and/or response.
- GS7.** Plan and organize work to meet targets and deadlines.
- GS8.** Manage relationships with customers effectively.
- GS9.** Build customer relationships and adopt a customer-centric approach.
- GS10.** Think through problems, evaluate possible solutions, and suggest the best or most optimal solutions.
- GS11.** Identify immediate or temporary solutions to address delays.
- GS12.** Analyze data and activities to make informed decisions.
- GS13.** Share relevant information with others effectively.

## Qualification Pack

**GS14.** Apply, analyze, and evaluate information gathered through observation, experience, reasoning, or communication as a guide to thought and action.

## Qualification Pack

### Assessment Criteria

| Assessment Criteria for Outcomes   | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|--|--------------|-----------------|---------------|------------|
| <i>Prepare for weaving Bamboo mats</i>   | <b>5</b>     | <b>15</b>       | -             | -          |
| <b>PC1.</b> Select the appropriate coloured bamboo sticks for insertion as wefts.                                  | 1            | 3               | -             | -          |
| <b>PC2.</b> Ask questions to obtain more information on tasks when the instructions you have are unclear.          | 1            | 3               | -             | -          |
| <b>PC3.</b> Use the Correct Tools and Materials.   | 1            | 3               | -             | -          |
| <b>PC4.</b> Ensure that the materials to be used are free from faults; report any issues if faults are identified. | 1            | 3               | -             | -          |
| <b>PC5.</b> Use the pedal to check if the shed formed is appropriate.  | 1            | 3               | -             | -          |
| <i>Identify and Perform Primary Weaving Operations</i>   | <b>3</b>     | <b>11</b>       | -             | -          |
| <b>PC6.</b> Carry out the primary weaving operation of picking and shedding.                                       | 1            | 3               | -             | -          |
| <b>PC7.</b> Perform the primary weaving operation of battening.  | 1            | 4               | -             | -          |
| <b>PC8.</b> Carry out beating uniformly.   | 1            | 4               | -             | -          |
| <i>Identify and Perform Secondary Weaving Operations</i>   | <b>4</b>     | <b>8</b>        | -             | -          |
| <b>PC9.</b> Carry out the secondary weaving operation of take-up.  | 2            | 4               | -             | -          |
| <b>PC10.</b> Carry out the secondary weaving operation of let-off.   | 2            | 4               | -             | -          |
| <i>Identify and Perform Post-Loom Operations &amp; Finishing</i>   | <b>18</b>    | <b>36</b>       | -             | -          |
| <b>PC11.</b> Trim the edges of the woven mat evenly.   | 2            | 4               | -             | -          |
| <b>PC12.</b> Reduce wastage and maintain quality while cutting to achieve the desired finish.                      | 2            | 4               | -             | -          |

### Qualification Pack

| Assessment Criteria for Outcomes  | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|---|--------------|-----------------|---------------|------------|
| <b>PC13.</b> Roll the mat, tag it, and store it in a dry place.                                   | 2            | 4               | -             | -          |
| <b>PC14.</b> Conform to the organization's quality standards.                                     | 2            | 4               | -             | -          |
| <b>PC15.</b> Maintain bamboo mat weaving operations to meet the organization's quality standards. | 2            | 4               | -             | -          |
| <b>PC16.</b> Report any damaged work to the responsible person.                                   | 2            | 4               | -             | -          |
| <b>PC17.</b> Leave the work area safe and secure, free from hazards, once the work is complete.   | 2            | 4               | -             | -          |
| <b>PC18.</b> Inspect the woven mats as per the provided specifications.                           | 2            | 4               | -             | -          |
| <b>PC19.</b> Perform all weaving-related operations with precision and accuracy.                  | 2            | 4               | -             | -          |
| <b>NOS Total</b>  | <b>30</b>    | <b>70</b>       | -             | -          |

## Qualification Pack

### National Occupational Standards (NOS) Parameters

|                            |  |
|----------------------------|--|
| <b>NOS Code</b>            | HCS/N8732  |
| <b>NOS Name</b>            | Carry out basic weaving operations                           |
| <b>Sector</b>              | Handicrafts and Carpet                                       |
| <b>Sub-Sector</b>          |  |
| <b>Occupation</b>          | Stitching, Weaving, Making and Finishing-Handicrafts(Bamboo) |
| <b>NSQF Level</b>          | 3  |
| <b>Credits</b>             | 3  |
| <b>Version</b>             | 1.0  |
| <b>Last Reviewed Date</b>  | 30/04/2025   |
| <b>Next Review Date</b>    | 30/04/2028   |
| <b>NSQC Clearance Date</b> | 30/04/2025   |

## Qualification Pack

### HCS/N8733: Ensure Quality in Bamboo Mat Weaving

#### Description

This unit provides Performance Criteria, Knowledge & Understanding and Skills & Abilities required to monitor the quality while undertaking bamboo mat weaving related activities to ensure that the woven mats meet specifications.

#### Scope

The scope covers the following :

- Achieve Quality in Bamboo Mat Weaving

#### Elements and Performance Criteria

##### *Achieve Quality in Bamboo Mat Weaving*

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

- PC1.** Identify and use raw materials according to the provided specifications.
- PC2.** Identify necessary actions to be taken when materials do not conform to quality standards.
- PC3.** Report and replace faulty materials and component parts that do not meet specifications.
- PC4.** Identify modifiable defects and rework them.
- PC5.** Carry out work safely and at a rate that maintains workflow.
- PC6.** Report to the responsible person when the workflow of other production areas disrupts work.
- PC7.** Carry out quality checks at specified intervals according to instructions.
- PC8.** Apply the allowed tolerances and ensure they are met.
- PC9.** Identify faults and take appropriate action for rectification.
- PC10.** Make adjustments promptly to ensure the hand-woven mat matches the specification.
- PC11.** Fault-find materials and components for stains, damage, and incorrectly made-up parts.
- PC12.** Maintain the required productivity and quality levels.

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** The organizations policies, procedures, guidelines, and standards for quality.
- KU2.** Safe working practices and organizational procedures.
- KU3.** Quality systems and other processes practiced in the organization.
- KU4.** Types of quality-related problems and how to report them to the appropriate people.
- KU5.** The importance of complying with written instructions.
- KU6.** Reporting procedures in case of faults in ones own or others processes.
- KU7.** Whom to refer problems to when they are beyond the scope of your authority.

## Qualification Pack

- KU8.** The organizations tools, templates, and processes for weaving-related operations in production.
- KU9.** Different parts of the hand-operated loom and their functions.
- KU10.** Loom dimensions and other specifications.
- KU11.** Different types of tools and implements used in looms.
- KU12.** The step-by-step process flow involved in pre-loom operations.

## Generic Skills (GS)

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

- GS1.** Write in the local language.
- GS2.** Read a design specifications sheet.
- GS3.** Listen effectively and communicate information orally with accuracy.
- GS4.** Ask for clarification and seek advice from others when needed.
- GS5.** Follow the organizations rule-based decision-making processes.
- GS6.** Make decisions using a systematic course of action and/or response.
- GS7.** Plan and organize work to meet targets and deadlines.
- GS8.** Manage relationships with customers effectively.
- GS9.** Build customer relationships and adopt a customer-centric approach.
- GS10.** Think through problems, evaluate possible solutions, and suggest the best or most optimal solutions.
- GS11.** Identify immediate or temporary solutions to address delays.
- GS12.** Analyze data and activities to make informed decisions.
- GS13.** Share relevant information with others effectively.
- GS14.** Apply, analyze, and evaluate information gathered through observation, experience, reasoning, or communication as a guide to thought and action.

## Qualification Pack

### Assessment Criteria

| Assessment Criteria for Outcomes  | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|---|--------------|-----------------|---------------|------------|
| <i>Achieve Quality in Bamboo Mat Weaving</i>  | <b>28</b>    | <b>72</b>       | -             | -          |
| <b>PC1.</b> Identify and use raw materials according to the provided specifications.                    | 2            | 6               | -             | -          |
| <b>PC2.</b> Identify necessary actions to be taken when materials do not conform to quality standards.  | 2            | 6               | -             | -          |
| <b>PC3.</b> Report and replace faulty materials and component parts that do not meet specifications.    | 2            | 6               | -             | -          |
| <b>PC4.</b> Identify modifiable defects and rework them.  | 2            | 6               | -             | -          |
| <b>PC5.</b> Carry out work safely and at a rate that maintains workflow.                                | 2            | 6               | -             | -          |
| <b>PC6.</b> Report to the responsible person when the workflow of other production areas disrupts work. | 2            | 6               | -             | -          |
| <b>PC7.</b> Carry out quality checks at specified intervals according to instructions.                  | 2            | 6               | -             | -          |
| <b>PC8.</b> Apply the allowed tolerances and ensure they are met.                                       | 2            | 6               | -             | -          |
| <b>PC9.</b> Identify faults and take appropriate action for rectification.                              | 3            | 6               | -             | -          |
| <b>PC10.</b> Make adjustments promptly to ensure the hand-woven mat matches the specification.          | 3            | 6               | -             | -          |
| <b>PC11.</b> Fault-find materials and components for stains, damage, and incorrectly made-up parts.     | 3            | 6               | -             | -          |
| <b>PC12.</b> Maintain the required productivity and quality levels.                                     | 3            | 6               | -             | -          |
| <b>NOS Total</b>  | <b>28</b>    | <b>72</b>       | -             | -          |

## Qualification Pack

### National Occupational Standards (NOS) Parameters

|                            |  |
|----------------------------|--|
| <b>NOS Code</b>            | HCS/N8733  |
| <b>NOS Name</b>            | Ensure Quality in Bamboo Mat Weaving                         |
| <b>Sector</b>              | Handicrafts and Carpet                                       |
| <b>Sub-Sector</b>          |  |
| <b>Occupation</b>          | Stitching, Weaving, Making and Finishing-Handicrafts(Bamboo) |
| <b>NSQF Level</b>          | 3  |
| <b>Credits</b>             | 1  |
| <b>Version</b>             | 1.0  |
| <b>Last Reviewed Date</b>  | 30/04/2025   |
| <b>Next Review Date</b>    | 30/04/2028   |
| <b>NSQC Clearance Date</b> | 30/04/2025   |

## Qualification Pack

### HCS/N8734: Carry out the cutting and processing of materials

#### Description

This unit is about carrying out basic operations of cutting & processing of various materials including bamboo based materials.

#### Scope

The scope covers the following :

- Marking on the material surface as per the given size & specification
- Cutting based on the given marking

#### Elements and Performance Criteria

##### *Perform marking on the material surface as per the given size and specification*

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

- PC1.** Ensure the material to be marked conforms to the desired quality and specification.
- PC2.** Handle the material surface to be marked correctly.
- PC3.** Use rulers and marking templates appropriately.
- PC4.** Analyze and position the material to minimize waste.
- PC5.** Carry out appropriate marking with correct positioning of the marker.
- PC6.** Check and prepare the markers before marking.
- PC7.** Carry out operations at a rate that maintains workflow.

##### *Perform cutting based on the given marking*

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

- PC8.** Handle different cutting tools.
- PC9.** Perform any pre-processing (such as finishing the fibrous edges by gumming) required for the fineness of cutting.
- PC10.** Use the correct holding technique for the material to be cut.
- PC11.** Perform the cutting operation effectively based on the markings.
- PC12.** Cut multiple units of material on a single marking wherever possible.
- PC13.** Inspect and ensure that the cut pieces conform to the given quality and specification.
- PC14.** Carry out operations at a rate that maintains workflow.
- PC15.** Respond appropriately in case of any errors or faults, including closing the bamboo and other operations.
- PC16.** Minimize and dispose of waste materials in the approved manner.
- PC17.** Identify the safety precautions to be taken while cutting.
- PC18.** Leave the work area safe and secure when the work is complete.

#### Knowledge and Understanding (KU)

## Qualification Pack

The individual on the job needs to know and understand:

- KU1.** The organizations policies, procedures, guidelines, and standards for quality.
- KU2.** Safe working practices and organizational procedures.
- KU3.** Quality systems and other processes practiced in the organization.
- KU4.** Types of quality-related problems and how to report them to the appropriate people.
- KU5.** The importance of complying with written instructions.
- KU6.** Reporting procedures in case of faults in ones own or others processes.
- KU7.** Whom to refer problems to when they are beyond the scope of your authority.
- KU8.** The organizations tools, templates, and processes for weaving-related operations in production.
- KU9.** Different parts of the hand-operated loom and their functions.
- KU10.** Loom dimensions and other specifications.
- KU11.** Different types of tools and implements used in looms.
- KU12.** The step-by-step process flow involved in pre-loom operations.

## Generic Skills (GS)

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

- GS1.** Write in the local language.
- GS2.** Read a design specifications sheet.
- GS3.** Listen effectively and communicate information orally with accuracy.
- GS4.** Ask for clarification and seek advice from others when needed.
- GS5.** Follow the organizations rule-based decision-making processes.
- GS6.** Make decisions using a systematic course of action and/or response.
- GS7.** Plan and organize work to meet targets and deadlines.
- GS8.** Manage relationships with customers effectively.
- GS9.** Build customer relationships and adopt a customer-centric approach.
- GS10.** Think through problems, evaluate possible solutions, and suggest the best or most optimal solutions.
- GS11.** Identify immediate or temporary solutions to address delays.
- GS12.** Analyze data and activities to make informed decisions.
- GS13.** Share relevant information with others effectively.
- GS14.** Apply, analyze, and evaluate information gathered through observation, experience, reasoning, or communication as a guide to thought and action.

## Qualification Pack

### Assessment Criteria

| Assessment Criteria for Outcomes  | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|---|--------------|-----------------|---------------|------------|
| <i>Perform marking on the material surface as per the given size and specification</i>  | <b>10</b>    | <b>24</b>       | -             | -          |
| <b>PC1.</b> Ensure the material to be marked conforms to the desired quality and specification.                               | 1            | 3               | -             | -          |
| <b>PC2.</b> Handle the material surface to be marked correctly.   | 1            | 3               | -             | -          |
| <b>PC3.</b> Use rulers and marking templates appropriately.   | 1            | 3               | -             | -          |
| <b>PC4.</b> Analyze and position the material to minimize waste.  | 1            | 3               | -             | -          |
| <b>PC5.</b> Carry out appropriate marking with correct positioning of the marker.   | 2            | 4               | -             | -          |
| <b>PC6.</b> Check and prepare the markers before marking.   | 2            | 4               | -             | -          |
| <b>PC7.</b> Carry out operations at a rate that maintains workflow.   | 2            | 4               | -             | -          |
| <i>Perform cutting based on the given marking</i>   | <b>22</b>    | <b>44</b>       | -             | -          |
| <b>PC8.</b> Handle different cutting tools.   | 2            | 4               | -             | -          |
| <b>PC9.</b> Perform any pre-processing (such as finishing the fibrous edges by gumming) required for the fineness of cutting. | 2            | 4               | -             | -          |
| <b>PC10.</b> Use the correct holding technique for the material to be cut.  | 2            | 4               | -             | -          |
| <b>PC11.</b> Perform the cutting operation effectively based on the markings.   | 2            | 4               | -             | -          |
| <b>PC12.</b> Cut multiple units of material on a single marking wherever possible.  | 2            | 4               | -             | -          |
| <b>PC13.</b> Inspect and ensure that the cut pieces conform to the given quality and specification.                           | 2            | 4               | -             | -          |

### Qualification Pack

| Assessment Criteria for Outcomes   | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|--|--------------|-----------------|---------------|------------|
| <b>PC14.</b> Carry out operations at a rate that maintains workflow.   | 2            | 4               | -             | -          |
| <b>PC15.</b> Respond appropriately in case of any errors or faults, including closing the bamboo and other operations. | 2            | 4               | -             | -          |
| <b>PC16.</b> Minimize and dispose of waste materials in the approved manner.   | 2            | 4               | -             | -          |
| <b>PC17.</b> Identify the safety precautions to be taken while cutting.  | 2            | 4               | -             | -          |
| <b>PC18.</b> Leave the work area safe and secure when the work is complete.  | 2            | 4               | -             | -          |
| <b>NOS Total</b>   | <b>32</b>    | <b>68</b>       | -             | -          |

## Qualification Pack

### National Occupational Standards (NOS) Parameters

|                            |  |
|----------------------------|--|
| <b>NOS Code</b>            | HCS/N8734  |
| <b>NOS Name</b>            | Carry out the cutting and processing of materials            |
| <b>Sector</b>              | Handicrafts and Carpet                                       |
| <b>Sub-Sector</b>          |  |
| <b>Occupation</b>          | Stitching, Weaving, Making and Finishing-Handicrafts(Bamboo) |
| <b>NSQF Level</b>          | 3  |
| <b>Credits</b>             | 3  |
| <b>Version</b>             | 1.0  |
| <b>Last Reviewed Date</b>  | 30/04/2025   |
| <b>Next Review Date</b>    | 30/04/2028   |
| <b>NSQC Clearance Date</b> | 30/04/2025   |

## Qualification Pack

### HCS/N8735: Carry out the process of assembling different types of materials

#### Description

This unit provides Performance Criteria, Knowledge & Understanding and Skills & Abilities required to carry out assembling of cut pieces of different materials including bamboo based material to get the desired product that may be an end product or an intermediary material for other jobs.

#### Scope

The scope covers the following :

- Identifying & preparing the points/surfaces for joining
- Positioning, placing, attaching and finishing

#### Elements and Performance Criteria

##### *Identifying & Preparing the joining points/surfaces for joining*

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

- PC1.** Identify and mark the points/surface areas on the two material pieces to be assembled.
- PC2.** Clean the surfaces to be attached, removing any unwanted materials.
- PC3.** Use the correct joining technique.
- PC4.** Identify and use the appropriate type of glue while assembling.
- PC5.** Apply adhesive to the marked area with minimal spillage.
- PC6.** Ensure uniformity when applying layers of adhesive on a surface.
- PC7.** Ensure the surface dries optimally for better adherence.

##### *Perform positioning, placing, attaching and finishing of the bamboo product*

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

- PC8.** Correctly position the two surfaces to be joined.
- PC9.** Justify the order of placing one surface over another.
- PC10.** Use the appropriate joining bit/nail if required.
- PC11.** Place and attach the parts correctly, maintaining the line of the joint.
- PC12.** Press hammer (if required) evenly throughout the joined parts.
- PC13.** Clean out glue spillage or any unwanted marks on the surface of the assembled piece.
- PC14.** Remove any unwanted fibers from the edges that may come out during the process.
- PC15.** Inspect and ensure that the assembled unit conforms to the given quality and specification.
- PC16.** Minimize and dispose of waste materials in the approved manner.
- PC17.** Carry out operations at a rate that maintains workflow.
- PC18.** Leave the work area safe and secure when work is complete.

#### Knowledge and Understanding (KU)

## Qualification Pack

The individual on the job needs to know and understand:

- KU1.** The organizations policies, procedures, guidelines, and standards for quality.
- KU2.** Safe working practices and organizational procedures.
- KU3.** Quality systems and other processes practiced in the organization.
- KU4.** Types of quality-related problems and how to report them to the appropriate people.
- KU5.** The importance of complying with written instructions.
- KU6.** Reporting procedures in case of faults in ones own or others processes.
- KU7.** Whom to refer problems to when they are beyond the scope of your authority.
- KU8.** The organizations tools, templates, and processes for weaving-related operations in production.
- KU9.** Different parts of the hand-operated loom and their functions.
- KU10.** Loom dimensions and other specifications.
- KU11.** Different types of tools and implements used in looms.
- KU12.** The step-by-step process flow involved in pre-loom operations.

## Generic Skills (GS)

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

- GS1.** Write in the local language.
- GS2.** Read a design specifications sheet.
- GS3.** Listen effectively and communicate information orally with accuracy.
- GS4.** Ask for clarification and seek advice from others when needed.
- GS5.** Follow the organizations rule-based decision-making processes.
- GS6.** Make decisions using a systematic course of action and/or response.
- GS7.** Plan and organize work to meet targets and deadlines.
- GS8.** Manage relationships with customers effectively.
- GS9.** Build customer relationships and adopt a customer-centric approach.
- GS10.** Think through problems, evaluate possible solutions, and suggest the best or most optimal solutions.
- GS11.** Identify immediate or temporary solutions to address delays.
- GS12.** Analyze data and activities to make informed decisions.
- GS13.** Share relevant information with others effectively.
- GS14.** Apply, analyze, and evaluate information gathered through observation, experience, reasoning, or communication as a guide to thought and action.

## Qualification Pack

### Assessment Criteria

| Assessment Criteria for Outcomes   | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|--|--------------|-----------------|---------------|------------|
| <i>Identifying &amp; Preparing the joining points/surfaces for joining</i>                         | <b>7</b>     | <b>27</b>       | -             | -          |
| <b>PC1.</b> Identify and mark the points/surface areas on the two material pieces to be assembled. | 1            | 3               | -             | -          |
| <b>PC2.</b> Clean the surfaces to be attached, removing any unwanted materials.                    | 1            | 4               | -             | -          |
| <b>PC3.</b> Use the correct joining technique.   | 1            | 4               | -             | -          |
| <b>PC4.</b> Identify and use the appropriate type of glue while assembling.                        | 1            | 4               | -             | -          |
| <b>PC5.</b> Apply adhesive to the marked area with minimal spillage.                               | 1            | 4               | -             | -          |
| <b>PC6.</b> Ensure uniformity when applying layers of adhesive on a surface.                       | 1            | 4               | -             | -          |
| <b>PC7.</b> Ensure the surface dries optimally for better adherence.                               | 1            | 4               | -             | -          |
| <i>Perform positioning, placing, attaching and finishing of the bamboo product</i>                 | <b>22</b>    | <b>44</b>       | -             | -          |
| <b>PC8.</b> Correctly position the two surfaces to be joined.                                      | 2            | 4               | -             | -          |
| <b>PC9.</b> Justify the order of placing one surface over another.                                 | 2            | 4               | -             | -          |
| <b>PC10.</b> Use the appropriate joining bit/nail if required.                                     | 2            | 4               | -             | -          |
| <b>PC11.</b> Place and attach the parts correctly, maintaining the line of the joint.              | 2            | 4               | -             | -          |
| <b>PC12.</b> Press hammer (if required) evenly throughout the joined parts.                        | 2            | 4               | -             | -          |
| <b>PC13.</b> Clean out glue spillage or any unwanted marks on the surface of the assembled piece.  | 2            | 4               | -             | -          |
| <b>PC14.</b> Remove any unwanted fibers from the edges that may come out during the process.       | 2            | 4               | -             | -          |

### Qualification Pack

| Assessment Criteria for Outcomes   | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|--|--------------|-----------------|---------------|------------|
| <b>PC15.</b> Inspect and ensure that the assembled unit conforms to the given quality and specification. | 2            | 4               | -             | -          |
| <b>PC16.</b> Minimize and dispose of waste materials in the approved manner.                             | 2            | 4               | -             | -          |
| <b>PC17.</b> Carry out operations at a rate that maintains workflow.                                     | 2            | 4               | -             | -          |
| <b>PC18.</b> Leave the work area safe and secure when work is complete.                                  | 2            | 4               | -             | -          |
| <b>NOS Total</b>   | <b>29</b>    | <b>71</b>       | -             | -          |

## Qualification Pack

### National Occupational Standards (NOS) Parameters

|                            |  |
|----------------------------|--|
| <b>NOS Code</b>            | HCS/N8735  |
| <b>NOS Name</b>            | Carry out the process of assembling different types of materials |
| <b>Sector</b>              | Handicrafts and Carpet   |
| <b>Sub-Sector</b>          |  |
| <b>Occupation</b>          | Stitching, Weaving, Making and Finishing-Handicrafts(Bamboo)     |
| <b>NSQF Level</b>          | 3  |
| <b>Credits</b>             | 3  |
| <b>Version</b>             | 1.0  |
| <b>Last Reviewed Date</b>  | 30/04/2025   |
| <b>Next Review Date</b>    | 30/04/2028   |
| <b>NSQC Clearance Date</b> | 30/04/2025   |

## Qualification Pack

### HCS/N8736: Ensuring Quality in Bamboo Utility Handicraft Assembly

#### Description

This unit provides Performance Criteria, Knowledge & Understanding and Skills & Abilities required to monitor the quality while undertaking processing & assembling of different materials including bamboo based materials to ensure that the assembled product meets the desired specifications.

#### Scope

The scope covers the following :

- Quality Control in Bamboo Utility products

#### Elements and Performance Criteria

##### *Quality Control in Bamboo Utility products*

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

- PC1.** Identify and use raw materials according to the provided specifications.
- PC2.** Take the necessary action when materials do not conform to quality standards.
- PC3.** Report and replace faulty materials and component parts that do not meet specifications.
- PC4.** Ensure that the different components are assembled according to specifications.
- PC5.** Ensure that the appropriate technique is used for assembly.
- PC6.** Identify modifiable defects and rework them.
- PC7.** Carry out work safely and at a rate that maintains workflow.
- PC8.** Report to the responsible person when the workflow of other production areas disrupts work.
- PC9.** Carry out quality checks at specified intervals according to instructions.
- PC10.** Apply the allowed tolerances.
- PC11.** Identify faults and take appropriate corrective actions.
- PC12.** Maintain the required productivity and quality levels.

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** The organizations policies, procedures, guidelines, and standards for quality.
- KU2.** Safe working practices and organizational procedures.
- KU3.** Quality systems and other processes practiced in the organization.
- KU4.** Types of quality-related problems and how to report them to the appropriate people.
- KU5.** The importance of complying with written instructions.
- KU6.** Reporting procedures in case of faults in ones own or others processes.
- KU7.** Whom to refer problems to when they are beyond the scope of your authority.

## Qualification Pack

- KU8.** The organizations tools, templates, and processes for weaving-related operations in production.
- KU9.** Different parts of the hand-operated loom and their functions.
- KU10.** Loom dimensions and other specifications.
- KU11.** Different types of tools and implements used in looms.
- KU12.** The step-by-step process flow involved in pre-loom operations.

## Generic Skills (GS)

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

- GS1.** Write in the local language.
- GS2.** Read a design specifications sheet.
- GS3.** Listen effectively and communicate information orally with accuracy.
- GS4.** Ask for clarification and seek advice from others when needed.
- GS5.** Follow the organizations rule-based decision-making processes.
- GS6.** Make decisions using a systematic course of action and/or response.
- GS7.** Plan and organize work to meet targets and deadlines.
- GS8.** Manage relationships with customers effectively.
- GS9.** Build customer relationships and adopt a customer-centric approach.
- GS10.** Think through problems, evaluate possible solutions, and suggest the best or most optimal solutions.
- GS11.** Identify immediate or temporary solutions to address delays.
- GS12.** Analyze data and activities to make informed decisions.
- GS13.** Share relevant information with others effectively.
- GS14.** Apply, analyze, and evaluate information gathered through observation, experience, reasoning, or communication as a guide to thought and action.

## Qualification Pack

### Assessment Criteria

| Assessment Criteria for Outcomes  | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|---|--------------|-----------------|---------------|------------|
| <i>Quality Control in Bamboo Utility products</i>   | <b>28</b>    | <b>72</b>       | -             | -          |
| <b>PC1.</b> Identify and use raw materials according to the provided specifications.                    | 2            | 6               | -             | -          |
| <b>PC2.</b> Take the necessary action when materials do not conform to quality standards.               | 2            | 6               | -             | -          |
| <b>PC3.</b> Report and replace faulty materials and component parts that do not meet specifications.    | 2            | 6               | -             | -          |
| <b>PC4.</b> Ensure that the different components are assembled according to specifications.             | 2            | 6               | -             | -          |
| <b>PC5.</b> Ensure that the appropriate technique is used for assembly.                                 | 2            | 6               | -             | -          |
| <b>PC6.</b> Identify modifiable defects and rework them.  | 2            | 6               | -             | -          |
| <b>PC7.</b> Carry out work safely and at a rate that maintains workflow.                                | 2            | 6               | -             | -          |
| <b>PC8.</b> Report to the responsible person when the workflow of other production areas disrupts work. | 2            | 6               | -             | -          |
| <b>PC9.</b> Carry out quality checks at specified intervals according to instructions.                  | 3            | 6               | -             | -          |
| <b>PC10.</b> Apply the allowed tolerances.  | 3            | 6               | -             | -          |
| <b>PC11.</b> Identify faults and take appropriate corrective actions.                                   | 3            | 6               | -             | -          |
| <b>PC12.</b> Maintain the required productivity and quality levels.                                     | 3            | 6               | -             | -          |
| <b>NOS Total</b>  | <b>28</b>    | <b>72</b>       | -             | -          |

## Qualification Pack

### National Occupational Standards (NOS) Parameters

|                            |  |
|----------------------------|--|
| <b>NOS Code</b>            | HCS/N8736  |
| <b>NOS Name</b>            | Ensuring Quality in Bamboo Utility Handicraft Assembly       |
| <b>Sector</b>              | Handicrafts and Carpet                                       |
| <b>Sub-Sector</b>          |  |
| <b>Occupation</b>          | Stitching, Weaving, Making and Finishing-Handicrafts(Bamboo) |
| <b>NSQF Level</b>          | 3  |
| <b>Credits</b>             | 1  |
| <b>Version</b>             | 1.0  |
| <b>Last Reviewed Date</b>  | 30/04/2025   |
| <b>Next Review Date</b>    | 30/04/2028   |
| <b>NSQC Clearance Date</b> | 30/04/2025   |

## Qualification Pack

### HCS/N8727: Carry out the preparation and designing for Khunda

#### Description

This unit outlines a comprehensive approach to preparing and designing Khunda, ensuring quality craftsmanship reflective of the traditions.

#### Scope

The scope covers the following :

- Prepare Bamboo for Crafting
- Shape the Ends of Bamboo Staves
- Design the Khunda
- Plan for Iron Tip Integration

#### Elements and Performance Criteria

##### *Prepare Bamboo for Crafting*

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

- PC1.** Identify and choose khunda bamboo that meets specifications for strength and flexibility, ensuring it is free from defects.
- PC2.** Use sustainable harvesting methods and transport the bamboo carefully to prevent damage.
- PC3.** Remove the outer skin and impurities, and apply natural preservatives to protect against decay and insect damage.

##### *Shape the Ends of Bamboo Staves*

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

- PC4.** Measure and cut the bamboo accurately to the required lengths using appropriate tools.
- PC5.** Utilize chisels or knives to shape the ends of the bamboo staves for both functionality and aesthetics.
- PC6.** Sand the shaped ends to ensure a smooth and polished finish, free from rough edges and splinters.

##### *Design the Khunda*

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

- PC7.** Create initial sketches that incorporate traditional motifs and practical features relevant to the khunda.
- PC8.** Develop detailed design plans, outlining dimensions, proportions, and specific features of the khunda.
- PC9.** Construct prototypes based on finalized designs and make adjustments as needed.

##### *Plan for Iron Tip Integration*

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

- PC10.** Select suitable iron materials for tips, specifying dimensions and shapes that enhance the design.
- PC11.** Develop a plan for securely attaching iron tips to the bamboo staves using methods like welding or riveting.

## Qualification Pack

**PC12.** Ensure that all necessary tools and materials are prepared, and conduct final inspections of both bamboo staves and iron tips.

### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** Understand the physical properties of khunda bamboo, including its strength, flexibility, and durability.
- KU2.** Know the importance of selecting mature bamboo with minimal defects to ensure the quality of the final product.
- KU3.** Familiarize oneself with sustainable harvesting methods to minimize environmental impact, ensuring the long-term availability of bamboo resources.
- KU4.** Know the techniques for cleaning and treating bamboo to enhance its longevity and resistance to pests and decay.
- KU5.** Understand the tools and methods used for cutting, shaping, and finishing bamboo, ensuring safety and precision throughout the process.
- KU6.** Understand fundamental design principles, including symmetry, balance, and the use of traditional motifs that reflect cultural significance in the design of khunda.
- KU7.** Familiarize with modern design tools and techniques that can enhance the crafting process, including sketching, modeling, and prototyping.
- KU8.** Knowledge of materials used in creating iron tips, including their properties and how they complement bamboo staves.
- KU9.** Understand the methods of securely integrating iron tips with bamboo, including techniques like welding, riveting, and adhesive bonding, to ensure functionality and durability.
- KU10.** Know the importance of quality checking at various stages of the preparation and design process to ensure that the khunda meets industry standards.

### Generic Skills (GS)

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

- GS1.** Ability to effectively communicate ideas and concepts related to design and craftsmanship to team members and clients.
- GS2.** Skill in listening to feedback and incorporating suggestions into the design and crafting process.
- GS3.** Ability to identify issues in the preparation and crafting process and develop practical solutions to overcome challenges.
- GS4.** Ability to plan and manage time effectively to ensure timely completion of tasks related to bamboo preparation, shaping, and design.
- GS5.** Careful attention to detail in measuring, cutting, and shaping bamboo to achieve precise dimensions and high-quality finishes.
- GS6.** Prioritization of tasks to meet deadlines while maintaining quality standards.
- GS7.** Flexibility to adapt designs and techniques based on available materials and tools.

## Qualification Pack

- GS8.** Skill in assessing the quality of materials and the final product to ensure compliance with design specifications.

## Qualification Pack

### Assessment Criteria

| Assessment Criteria for Outcomes  | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|---|--------------|-----------------|---------------|------------|
| <i>Prepare Bamboo for Crafting</i>  | <b>6</b>     | <b>18</b>       | -             | -          |
| <b>PC1.</b> Identify and choose khunda bamboo that meets specifications for strength and flexibility, ensuring it is free from defects. | 2            | 6               | -             | -          |
| <b>PC2.</b> Use sustainable harvesting methods and transport the bamboo carefully to prevent damage.                                    | 2            | 6               | -             | -          |
| <b>PC3.</b> Remove the outer skin and impurities, and apply natural preservatives to protect against decay and insect damage.           | 2            | 6               | -             | -          |
| <i>Shape the Ends of Bamboo Staves</i>  | <b>6</b>     | <b>18</b>       | -             | -          |
| <b>PC4.</b> Measure and cut the bamboo accurately to the required lengths using appropriate tools.                                      | 2            | 6               | -             | -          |
| <b>PC5.</b> Utilize chisels or knives to shape the ends of the bamboo staves for both functionality and aesthetics.                     | 2            | 6               | -             | -          |
| <b>PC6.</b> Sand the shaped ends to ensure a smooth and polished finish, free from rough edges and splinters.                           | 2            | 6               | -             | -          |
| <i>Design the Khunda</i>  | <b>7</b>     | <b>18</b>       | -             | -          |
| <b>PC7.</b> Create initial sketches that incorporate traditional motifs and practical features relevant to the khunda.                  | 2            | 6               | -             | -          |
| <b>PC8.</b> Develop detailed design plans, outlining dimensions, proportions, and specific features of the khunda.                      | 2            | 6               | -             | -          |
| <b>PC9.</b> Construct prototypes based on finalized designs and make adjustments as needed.   | 3            | 6               | -             | -          |
| <i>Plan for Iron Tip Integration</i>  | <b>9</b>     | <b>18</b>       | -             | -          |
| <b>PC10.</b> Select suitable iron materials for tips, specifying dimensions and shapes that enhance the design.                         | 3            | 6               | -             | -          |

### Qualification Pack

| Assessment Criteria for Outcomes  | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|---|--------------|-----------------|---------------|------------|
| <b>PC11.</b> Develop a plan for securely attaching iron tips to the bamboo staves using methods like welding or riveting.                   | 3            | 6               | -             | -          |
| <b>PC12.</b> Ensure that all necessary tools and materials are prepared, and conduct final inspections of both bamboo staves and iron tips. | 3            | 6               | -             | -          |
| <b>NOS Total</b>  | <b>28</b>    | <b>72</b>       | -             | -          |

## Qualification Pack

### National Occupational Standards (NOS) Parameters

|                            |  |
|----------------------------|--|
| <b>NOS Code</b>            | HCS/N8727  |
| <b>NOS Name</b>            | Carry out the preparation and designing for Khunda           |
| <b>Sector</b>              | Handicrafts and Carpet                                       |
| <b>Sub-Sector</b>          |  |
| <b>Occupation</b>          | Stitching, Weaving, Making and Finishing-Handicrafts(Bamboo) |
| <b>NSQF Level</b>          | 3  |
| <b>Credits</b>             | 5  |
| <b>Version</b>             | 1.0  |
| <b>Last Reviewed Date</b>  | 30/04/2025   |
| <b>Next Review Date</b>    | 30/04/2028   |
| <b>NSQC Clearance Date</b> | 30/04/2025   |

## Qualification Pack

# HCS/N8728: Finishing and Quality Assurance in Khunda Making

## Description

This unit highlights the critical finishing and quality assurance steps involved in Khunda making, ensuring that each piece is not only functional but also meets high standards of craftsmanship and durability.

## Scope

The scope covers the following :

- Implement Finishing Techniques
- Conduct Quality Control Inspections
- Test Functional Performance

## Elements and Performance Criteria

### *Implement Finishing Techniques*

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

- PC1.** Identify and choose suitable finishing materials such as natural oils, varnishes, or lacquers that enhance the aesthetic and protective qualities of the bamboo staves.
- PC2.** Use techniques such as brushing, spraying, or dipping to evenly apply the finishing materials, ensuring thorough coverage and a smooth finish.
- PC3.** Allow sufficient time for the finish to cure and dry, adhering to recommended drying times to achieve optimal results.

### *Conduct Quality Control Inspections*

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

- PC4.** Develop specific criteria for quality checks that encompass appearance, dimensions, and structural integrity of the khunda.
- PC5.** Conduct thorough visual inspections for defects, ensuring that the bamboo is free from cracks, splinters, and uneven surfaces.
- PC6.** Use measuring tools to verify that the khunda meets the specified dimensions and tolerances outlined in the design plans.

### *Test Functional Performance*

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

- PC7.** Conduct tests to evaluate the strength and durability of the bamboo staves under various loads to ensure they can withstand functional use.
- PC8.** Test the khunda for ease of handling and functionality, ensuring that it meets the intended design and performance standards.
- PC9.** Record findings from functional tests and inspections to maintain quality assurance records and inform any necessary adjustments or improvements.

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

## Qualification Pack

- KU1.** Understand the various types of finishing materials, such as oils, varnishes, lacquers, and their specific properties in terms of appearance, durability, and protection.
- KU2.** Familiarize oneself with different application methods, such as brushing, spraying, and dipping, and their respective advantages depending on the finish required.
- KU3.** Knowledge of curing and drying processes, including recommended times and environmental conditions for optimal drying and setting of finishes.
- KU4.** Awareness of key quality control factors, such as visual appearance (e.g., surface smoothness, finish consistency) and structural integrity (e.g., no cracks or weak points in bamboo).
- KU5.** Ability to develop specific inspection criteria, including acceptable tolerances for size, shape, and finish quality based on the use.
- KU6.** Knowledge of using measurement tools to accurately check dimensions and ensure conformity with design specifications.
- KU7.** Understanding of testing techniques to assess the strength and durability of bamboo staves, including load-bearing tests and impact resistance tests.
- KU8.** Familiarity with functional evaluation methods, such as testing usability (e.g., ease of handling) to ensure that the khunda meets ergonomic and performance requirements.
- KU9.** Knowledge of documentation standards for recording test results, including how to report defects, maintain quality records, and implement improvements based on feedback.

## Generic Skills (GS)

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

- GS1.** Ability to meticulously inspect bamboo staves for defects, ensuring that every piece meets high-quality standards.
- GS2.** Ability to quickly identify issues during finishing or quality checks and develop practical solutions to rectify them, such as adjusting finishing techniques or reworking faulty pieces.
- GS3.** Ability to clearly communicate with team members regarding quality standards and finishing techniques, ensuring that all are aligned with production goals.
- GS4.** Effective planning and scheduling to ensure that finishing and quality checks are conducted efficiently without causing delays in production.
- GS5.** Proficiency in using tools and equipment for applying finishes, such as brushes, sprayers, or dipping systems, ensuring even application and desired effects.
- GS6.** Expertise in implementing quality control protocols, including visual inspection techniques and measurement tools for verifying the accuracy of dimensions.
- GS7.** Proficiency in conducting tests to evaluate the structural integrity and functionality of khunda staves, including applying pressure and load tests to assess their performance.
- GS8.** Familiarity with quality assurance processes, such as setting benchmarks and tolerance levels for physical attributes, and ensuring consistency in production.
- GS9.** Ability to maintain accurate records of finishing and quality assurance processes, including documenting defects, inspection results, and testing outcomes.
- GS10.** Skill in using digital or manual methods to track production quality data, aiding in process improvement and compliance with quality standards.

## Qualification Pack

### Assessment Criteria

| Assessment Criteria for Outcomes  | Theory Marks | Practical Marks | Project Marks | Viva Marks |
|---|--------------|-----------------|---------------|------------|
| <i>Implement Finishing Techniques</i>   | <b>12</b>    | <b>18</b>       | -             | -          |
| <b>PC1.</b> Identify and choose suitable finishing materials such as natural oils, varnishes, or lacquers that enhance the aesthetic and protective qualities of the bamboo staves. | 4            | 6               | -             | -          |
| <b>PC2.</b> Use techniques such as brushing, spraying, or dipping to evenly apply the finishing materials, ensuring thorough coverage and a smooth finish.                          | 4            | 6               | -             | -          |
| <b>PC3.</b> Allow sufficient time for the finish to cure and dry, adhering to recommended drying times to achieve optimal results.  | 4            | 6               | -             | -          |
| <i>Conduct Quality Control Inspections</i>  | <b>12</b>    | <b>22</b>       | -             | -          |
| <b>PC4.</b> Develop specific criteria for quality checks that encompass appearance, dimensions, and structural integrity of the khunda.   | 4            | 6               | -             | -          |
| <b>PC5.</b> Conduct thorough visual inspections for defects, ensuring that the bamboo is free from cracks, splinters, and uneven surfaces.  | 4            | 8               | -             | -          |
| <b>PC6.</b> Use measuring tools to verify that the khunda meets the specified dimensions and tolerances outlined in the design plans.   | 4            | 8               | -             | -          |
| <i>Test Functional Performance</i>  | <b>12</b>    | <b>24</b>       | -             | -          |
| <b>PC7.</b> Conduct tests to evaluate the strength and durability of the bamboo staves under various loads to ensure they can withstand functional use.                             | 4            | 8               | -             | -          |
| <b>PC8.</b> Test the khunda for ease of handling and functionality, ensuring that it meets the intended design and performance standards.   | 4            | 8               | -             | -          |
| <b>PC9.</b> Record findings from functional tests and inspections to maintain quality assurance records and inform any necessary adjustments or improvements.                       | 4            | 8               | -             | -          |
| <b>NOS Total</b>  | <b>36</b>    | <b>64</b>       | -             | -          |

## Qualification Pack

### National Occupational Standards (NOS) Parameters

|                            |  |
|----------------------------|--|
| <b>NOS Code</b>            | HCS/N8728  |
| <b>NOS Name</b>            | Finishing and Quality Assurance in Khunda Making             |
| <b>Sector</b>              | Handicrafts and Carpet                                       |
| <b>Sub-Sector</b>          |  |
| <b>Occupation</b>          | Stitching, Weaving, Making and Finishing-Handicrafts(Bamboo) |
| <b>NSQF Level</b>          | 3  |
| <b>Credits</b>             | 2  |
| <b>Version</b>             | 1.0  |
| <b>Last Reviewed Date</b>  | 30/04/2025   |
| <b>Next Review Date</b>    | 30/04/2028   |
| <b>NSQC Clearance Date</b> | 30/04/2025   |

## 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.

## Qualification Pack

### Minimum Aggregate Passing % at QP Level : 70

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

### Minimum Passing % at NOS Level: 50

(Please note: A Trainee must score the minimum percentage for each NOS separately as well as on the QP as a whole.)

## Assessment Weightage

### Compulsory NOS

| National Occupational Standards                           | Theory Marks | Practical Marks | Project Marks | Viva Marks | Total Marks | Weightage |
|---|--------------|-----------------|---------------|------------|-------------|-----------|
| HCS/N8729.Introduction to Bamboo products in India        | 28           | 72              | -             | -          | 100         | 10        |
| HCS/N8726.Entrepreneurship skills for Bamboo work artisan | 28           | 72              | -             | -          | 100         | 10        |
| HCS/N9908.Working in a Team                               | 29           | 71              | -             | -          | 100         | 10        |
| HCS/N9945.Maintaining workplace health and safety         | 30           | 70              | -             | -          | 100         | 10        |
| HCS/N9935.Maintain Personal Cleanliness                   | 30           | 70              | -             | -          | 100         | 10        |
| DGT/VSQ/N0101.Employability Skills (30 Hours)             | 20           | 30              | -             | -          | 50          | 10        |
| <b>Total</b>  | <b>165</b>   | <b>385</b>      | <b>-</b>      | <b>-</b>   | <b>550</b>  | <b>60</b> |

### Elective: 1 Bamboo Basket Making

| National Occupational Standards                   | Theory Marks | Practical Marks | Project Marks | Viva Marks | Total Marks | Weightage |
|---|--------------|-----------------|---------------|------------|-------------|-----------|
| HCS/N8711.Carry out preparation of bamboo slivers | 32           | 68              | -             | -          | 100         | 5         |

### Qualification Pack

| National Occupational Standards   | Theory Marks | Practical Marks | Project Marks | Viva Marks | Total Marks | Weightage |
|---|--------------|-----------------|---------------|------------|-------------|-----------|
| HCS/N8712.Carry out weaving & twining of bamboo slivers to achieve the final product as per requirement | 38           | 62              | -             | -          | 100         | 10        |
| HCS/N8713.Carry out finishing, varnishing, drying & storage of bamboo basket                            | 24           | 76              | -             | -          | 100         | 10        |
| HCS/N8730.Carry out the process of Ringal Basketry  | 28           | 72              | -             | -          | 100         | 10        |
| HCS/N8714.Contribute to achieve quality bamboo basket making  | 30           | 70              | -             | -          | 100         | 5         |
| <b>Total</b>  | <b>152</b>   | <b>348</b>      | <b>-</b>      | <b>-</b>   | <b>500</b>  | <b>40</b> |

#### Elective: 2 Bamboo Mat Weaving

| National Occupational Standards                | Theory Marks | Practical Marks | Project Marks | Viva Marks | Total Marks | Weightage |
|--|--------------|-----------------|---------------|------------|-------------|-----------|
| HCS/N8731.Carry out basic pre-loom operations  | 28           | 72              | -             | -          | 100         | 10        |
| HCS/N8732.Carry out basic weaving operations   | 30           | 70              | -             | -          | 100         | 20        |
| HCS/N8733.Ensure Quality in Bamboo Mat Weaving | 28           | 72              | -             | -          | 100         | 10        |
| <b>Total</b>                                   | <b>86</b>    | <b>214</b>      | <b>-</b>      | <b>-</b>   | <b>300</b>  | <b>40</b> |

#### Elective: 3 Bamboo Utility Products

### Qualification Pack

| National Occupational Standards  | Theory Marks | Practical Marks | Project Marks | Viva Marks | Total Marks | Weightage |
|--|--------------|-----------------|---------------|------------|-------------|-----------|
| HCS/N8734.Carry out the cutting and processing of materials                | 32           | 68              | -             | -          | 100         | 10        |
| HCS/N8735.Carry out the process of assembling different types of materials | 29           | 71              | -             | -          | 100         | 20        |
| HCS/N8736.Ensuring Quality in Bamboo Utility Handicraft Assembly           | 28           | 72              | -             | -          | 100         | 10        |
| <b>Total</b>   | <b>89</b>    | <b>211</b>      | <b>-</b>      | <b>-</b>   | <b>300</b>  | <b>40</b> |

Elective: 4 Making of Khunda

| National Occupational Standards                              | Theory Marks | Practical Marks | Project Marks | Viva Marks | Total Marks | Weightage |
|--|--------------|-----------------|---------------|------------|-------------|-----------|
| HCS/N8727.Carry out the preparation and designing for Khunda | 28           | 72              | -             | -          | 100         | 20        |
| HCS/N8728.Finishing and Quality Assurance in Khunda Making   | 36           | 64              | -             | -          | 100         | 20        |
| <b>Total</b>   | <b>64</b>    | <b>136</b>      | <b>-</b>      | <b>-</b>   | <b>200</b>  | <b>40</b> |

## Qualification Pack

### Acronyms

|             |   |
|-------------|---|
| <b>NOS</b>  | National Occupational Standard(s)               |
| <b>NSQF</b> | National Skills Qualifications Framework        |
| <b>QP</b>   | Qualifications Pack                             |
| <b>TVET</b> | Technical and Vocational Education and Training |
| <b>NOS</b>  | National Occupational Standard(s)               |
| <b>NSQF</b> | National Skills Qualifications Framework        |
| <b>QP</b>   | Qualifications Pack                             |
| <b>TVET</b> | Technical and Vocational Education and Training |
| <b>NOS</b>  | National Occupational Standard(s)               |
| <b>NSQF</b> | National Skills Qualifications Framework        |
| <b>QP</b>   | Qualifications Pack                             |
| <b>TVET</b> | Technical and Vocational Education and Training |

## Qualification Pack

### Glossary

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

## Qualification Pack

|   |  |
|---|--|
| <b>Knowledge and Understanding (KU)</b> | Knowledge and Understanding (KU) are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard.   |
| <b>Organisational Context</b>           | Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.   |
| <b>Technical Knowledge</b>              | Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.   |
| <b>Core Skills/ Generic Skills (GS)</b> | Core skills or Generic Skills (GS) are a group of skills that are the key to learning and working in today's world. These skills are typically needed in any work environment in today's world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles. |
| <b>Electives</b>                        | Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives.  |
| <b>Options</b>                          | Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options.  |
| <b>Sector</b>                           | Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.  |
| <b>Sub-sector</b>                       | Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.   |
| <b>Occupation</b>                       | Occupation is a set of job roles, which perform similar/ related set of functions in an industry.  |
| <b>Job role</b>                         | Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.  |
| <b>Occupational Standards (OS)</b>      | OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the Knowledge and Understanding (KU) they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts  |
| <b>Performance Criteria (PC)</b>        | Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.  |

## Qualification Pack

|  |   |
|--|---|
| <b>National Occupational Standard</b>  | NOS are occupational standards which apply uniquely in the Indian context   |
| <b>Qualifications Pack (QP)</b>        | QP comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A QP is assigned a unique qualifications pack code.  |
| <b>Unit Code</b>                       | Unit code is a unique identifier for an Occupational Standard, which is denoted by an N   |
| <b>Unit Title</b>                      | Unit title gives a clear overall statement about what the incumbent should be able to do.   |
| <b>Description</b>                     | Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for.  |
| <b>Scope</b>                           | Scope is a set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on quality of performance required  |
| <b>Knowledge and Understanding (K)</b> | Knowledge and Understanding (KU) are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard   |
| <b>Organisational Context</b>          | Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility   |
| <b>Technical Knowledge Technical</b>   | Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.  |
| <b>Core Skills/ Generic Skills (G)</b> | 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 working environment . In the context of OS, these include communication related skills that are applicable to most job roles.       |
| <b>Electives</b>                       | Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives. |
| <b>Options</b>                         | Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options.   |

## Qualification Pack

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

## Qualification Pack

|  |  |
|--|--|
| <b>Organisational Context</b>          | Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.   |
| <b>Technical Knowledge</b>             | Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.   |
| <b>Core Skills/ Generic Skills (G)</b> | 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. In the context of the OS, these include communication related skills that are applicable to most job roles. |
| <b>Electives</b>                       | Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives.            |
| <b>Options</b>                         | Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options.  |