

Qualification Pack



Pirn Winding Machine Operator

QP Code: TSC/Q2206

Version: 4.0

NSQF Level: 2

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TSC/Q2206: Pirn Winding Machine Operator

Brief Job Description

Pirn Winding Machine Operator, is a job-role in a weaving department. The responsibility of Winder Automatic Pirn Winding Machine is to run the winding machine efficiently so as to get maximum output with minimum defects giving due importance to safety and environmental aspects.

Personal Attributes

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

Applicable National Occupational Standards (NOS)

Compulsory NOS:

1. [TSC/N2211: Taking charge of shift and handing over shift to Pirn Winding Machine Operator](#)
2. [TSC/N2212: Operating Auto Pirn Winding Machine](#)
3. [TSC/N9001: Maintain work area, tools, and machines](#)
4. [TSC/N9002: Working in a team](#)
5. [TSC/N9003: Maintain health, safety and security at workplace](#)
6. [TSC/N9004: Comply with industry and organizational requirement](#)
7. [DGT/VSQ/N0101: Employability Skills \(30 Hours\)](#)

Qualification Pack (QP) Parameters

Sector	Textile
Sub-Sector	Weaving - Textiles
Occupation	Weaving
Country	India
NSQF Level	2

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Credits	11
Aligned to NCO/ISCO/ISIC Code	NCO-2015/8152.99
Minimum Educational Qualification & Experience	Ability to read and write with NA of experience
Minimum Level of Education for Training in School	9th Class
Pre-Requisite License or Training	NA
Minimum Job Entry Age	18 Years
Last Reviewed On	NA
Next Review Date	31/01/2027
NSQC Approval Date	31/01/2024
Version	4.0
Reference code on NQR	QG-02-TX-01940-2024-V2-TSC
NQR Version	2

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TSC/N2211: Taking charge of shift and handing over shift to Pirn Winding Machine Operator

Description

This unit is about taking charge of shift from previous shift Pirn winding machine operator and relieving the responsibilities to the next shift Pirn winding machine operator

Scope

The scope covers the following :

- Taking charge of the shift from Pirn Winding Machine Operator
- Handing over the shift to Pirn Winding Machine Operator

Elements and Performance Criteria

Take charge of the shift from Pirn winding machine operator

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

1. come at least 10 - 15 minutes earlier to the work spot
2. meet the previous shift pirn winder & discuss with him/ her regarding the issues faced by him with respect to the quality, production, spare, safety or any other specific instruction etc
3. check for the running condition of all pirn winding spindles
4. check the running material & the count in the running spindles
5. check the weft stock & the quality of the weft stock
6. ensure whether the said stock is enough to run the machines throughout the shift
7. check for the empty pirns on the magazines
8. check whether all the empty bobbins/ pirns are collected from the empty pirn box & also to ensure that the bunch waste in the said empty pirns are completely stripped
9. check the cleanliness of the machines & other work areas
10. check whether any spare/raw material/ tool / fabric/ any other material are thrown under the machines or in the other work areas
11. question the previous shift winder for any deviation in the above and should bring the same to the knowledge of his/ her shift superior as well that of the previous shift

Handing over the Shift to Pirn winding machine operator

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

12. hand over the shift to the incoming winder in a proper manner & get clearance from the incoming counterpart before leaving the work spot
13. report to his/ her shift superiors as well as that of the incoming shift, in case his/ her counterpart doesn't report for work. in that case, the shift has to be properly handed over to the incoming shift superior & get clearance from him/ her, before leaving the work spot
14. report to his/ her shift superior about the quality / production / safety issues/ any other issue faced in his/ her shift and should leave the department only after getting concurrence for the same from his/ her superiors

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Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** the organization's policies & standard operating procedures (SOP)
- KU2.** should have awareness & knowledge of customers
- KU3.** potential hazards associated with the machines and the safety precautions that must be taken
- KU4.** protocol to obtain more information on work related tasks
- KU5.** contact person in case of queries on procedure or products and for resolving issues related to defective machines, tools, materials & equipments
- KU6.** details of the various job roles & responsibilities
- KU7.** documentation and reporting formats
- KU8.** work targets & review with superiors
- KU9.** protocol and format for reporting work related risks/ problems
- KU10.** method of obtaining /giving feedback with respect to performance.
- KU11.** importance of team work, harmonious working relationships
- KU12.** process for offering /obtaining work related assistance
- KU13.** responsibilities under health, safety and environmental legislation
- KU14.** guidelines for storage & disposal of waste materials
- KU15.** minimum quality requirements of the product with respect to permissible/non-permissible defects
- KU16.** yarns from natural fibers - cotton, silk, wool
- KU17.** yarns from manmade fibers - polyester, nylon, viscose
- KU18.** blended yarns - polyester cotton, polyester viscose
- KU19.** hand winding
- KU20.** power machine - conventional
- KU21.** power machine automatic pirn winding machine
- KU22.** should know the safety mechanisms of the machines & should ensure that the same are in order
- KU23.** should know about the stop motions & should ensure that the same are in order
- KU24.** should know about the indication lamps & should ensure that the same are in order
- KU25.** should know about the functional operations of the machines, where he/she is working

Generic Skills (GS)

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

- GS1.** write clear and short sentences
- GS2.** read and comprehend written instructions
- GS3.** should ensure that weft breaks/loom hour doesn't exceed 2
- GS4.** should ensure that the efficiency is maintained in excess of 85%

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- GS5.** should ensure that the weft waste doesn't exceed 2 %
- GS6.** one should put a minimum of 15 knots/ minute
- GS7.** should ensure that only bunch length of 2-3 meters is there
- GS8.** should be able to fill around 24 pirns in a battery in a maximum period of 2 minutes
- GS9.** one should attend battery filling with proper pick finding in 30 seconds
- GS10.** plan and manage work routine based on instructions from supervisor
- GS11.** should willingly participate in the various programs/ meetings that are conducted by the superiors & put forth the suggestions in the interest of the Company
- GS12.** participate in the Quality Circles that are formed by the Superiors
- GS13.** should extend voluntary supports and adapt to the various procedures that are adopted by the Company with respect to compliances for the different certifications like ISO 9001, ISO 14001, SA 8001 GOTS Certification, Fair Trade, etc.

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Take charge of the shift from Pirn winding machine operator</i>	31	78	-	15
1. come at least 10 - 15 minutes earlier to the work spot	-	12	-	-
2. meet the previous shift pirn winder & discuss with him/ her regarding the issues faced by him with respect to the quality, production, spare, safety or any other specific instruction etc	6	6	-	-
3. check for the running condition of all pirn winding spindles	3	6	-	3
4. check the running material & the count in the running spindles	3	6	-	3
5. check the weft stock & the quality of the weft stock	4	8	-	-
6. ensure whether the said stock is enough to run the machines throughout the shift	2	8	-	-
7. check for the empty pirns on the magazines	4	6	-	-
8. check whether all the empty bobbins/ pirns are collected from the empty pirn box & also to ensure that the bunch waste in the said empty pirns are completely stripped	2	8	-	2
9. check the cleanliness of the machines & other work areas	3	4	-	3
10. check whether any spare/raw material/ tool / fabric/ any other material are thrown under the machines or in the other work areas	2	6	-	2
11. question the previous shift winder for any deviation in the above and should bring the same to the knowledge of his/ her shift superior as well that of the previous shift	2	8	-	2
<i>Handing over the Shift to Pirn winding machine operator</i>	9	22	-	5

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
12. hand over the shift to the incoming worker in a proper manner & get clearance from the incoming counterpart before leaving the work spot	3	8	-	1
13. report to his/ her shift superiors as well as that of the incoming shift, in case his/ her counterpart doesn't report for work. in that case, the shift has to be properly handed over to the incoming shift superior & get clearance from him/ her, before leaving the work spot	3	8	-	1
14. report to his/ her shift superior about the quality / production / safety issues/ any other issue faced in his/ her shift and should leave the department only after getting concurrence for the same from his/ her superiors	3	6	-	3
NOS Total	40	100	-	20

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National Occupational Standards (NOS) Parameters

NOS Code	TSC/N2211
NOS Name	Taking charge of shift and handing over shift to Pirn Winding Machine Operator
Sector	Textile
Sub-Sector	Weaving - Textiles
Occupation	Weaving
NSQF Level	3
Credits	TBD
Version	2.0
Last Reviewed Date	31/01/2024
Next Review Date	31/01/2027
NSQC Clearance Date	31/01/2024

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TSC/N2212: Operating Auto Pirn Winding Machine

Description

This unit provides performance criteria, knowledge & understanding and skills & abilities required to run automatic pirn winding machine, by attending to thread breakages, so as to get maximum output & minimum defects, without entertaining any damage to the people, the machine etc., without wasting much of raw materials, spares, tools etc., & without spoiling the environmental aspects

Scope

The scope covers the following :

- Stripping of empty pirns
- Running of pirn winding machine
- Battery filling
- Other work practices

Elements and Performance Criteria

Stripping of Empty Pirns

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

1. collect the empty pirns from the boxes kept on the looms to store the empty pirns falling after transfer of weft pirns effected through automatic weft replenishment
2. ensure that there is no excess weft yarn than the bunch waste left in the empty pirns. the same has to be intimated to the higher authority, so that it can be arrested on the looms. empty pirns with excess weft yarns (pirns & pirns) have to be run on the looms without giving room for high wastage of yarn
3. see that the empty pirns are left with 2- 3 metres of weft yarn (bunch waste), as otherwise, it illustrates that there was no bunch provided in the pirn winding
4. handstrip the bunch waste from the collected empty pirns
5. fill the stripped empty pirns in the magazine on the pirn winding machine

Running of Pirn Winding Machine

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

6. ensure the spindle numbers are written against each spindle
7. ensure proper identification of the material & the count to be run on each & every pirn winding spindle. same can be written on the corresponding spindles, or boards can be hanged against the individual spindles
8. ensure that the full pirns are dropped in the weft boxes kept below respective pirn winding spindles
9. ensure that the full pirns from one spindle dont fall in the box kept below the adjacent spindles
10. check the material & the count in the cones / cheeses from the bags/ boxes before the same are fixed on the cone/cheese holders on the machine against the respective spindles
11. ensure the auto bunching mechanism on the respective spindles is working properly
12. bring the weft yarn from the cones/ cheeses through the guides on the respective spindles

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13. ensure that the initial threading is with proper bunch length only
14. attend the weft breakage using knitters or by ensuring tiny hand knots.
15. bring any abnormal thread breakage, to the notice of higher authority

Battery Filling

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

16. take the produced weft pirns to the loom shed in separate boxes depending on the material and the count to ensure no weft mix-up
17. store the weft pirns on the pirn boxes kept on the respective looms
18. use weft pirns kept in the boxes on the respective looms only, to fill the batteries on the corresponding looms
19. pull about 2 metres of weft in the pirns in the right hand & hold around 4 - 5 pirns at a time in the left hand
20. press the head of the pirns in the space in the battery disc one by one and press the tips of the pirns in the aligned path of the pirn holders
21. wind the pirn threads in the battery umbrella anti clockwise

Other Work Practices

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

22. write following details on a board hanged/ kept in the winding department: spindle number, material type (cotton/ viscose/ polyester /p.c./ other etc) running on the respective spindle, material classification (o. e/ ring spun carded/ ring spun combed/ ring spun compact/other etc. running on the respective spindle, count running on the respective spindle, the loom number against the respective spindle
23. ensure that stripping of empty pirns is done by hands only and no knife to be used as it will damage the empty pirns
24. ensure that the empty pirns are in good condition in respect to both head & tip
25. ensure that brass wrapper in the empty pirn is in good condition. Whenever new empty pirns are engaged see that the brass portion is buffed properly using sand /emery paper
26. do not use any damaged or broken pirn, in case there is breakage /damage the same has to be brought to the notice of the higher authority while collecting empty pirns from the looms
27. clean the machine & the pirn winding area at least twice in a shift
28. collect the waste wound on the umbrella of the loom batteries at the end of the shift
29. weigh the battery waste & bunch waste separately and the same has to be recorded in the note book kept for it
30. store the said wastes separately in the places earmarked
31. tie the waste bag & all the waste generated by the winders are collected in it, which can be ultimately disposed off in the places/ bins provided
32. ensure that the correct weft yarn only is used
33. additional wastage of raw materials for any quality issue or defective cone etc. to be brought to the notice of the superiors
34. give preference to safety should not enter the area, where he/ she are not allowed., should not do a job on which training has not being given
35. ensure that no raw material/ cloth/ spare/ tool / any other material is thrown under/ near the machines or in the other work areas

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36. check for the reasons for frequent weft breaks & take corrective action.
37. Report the same to the mechanics/ fitters/ superiors if it is not corrected
38. write log book for the following: spindle problem for bunch or non functioning of spindle, spare parts breakage, other machine complaints, material complaints for poor, performance or damages, pirn breakages (loom wise), pirn breakage in pirn winding

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** the organization's policies & standard operating procedures (SOP)
- KU2.** should have an awareness & knowledge of customers
- KU3.** potential hazards associated with the machines and the safety precautions that must be taken
- KU4.** protocol to obtain more information on work related tasks
- KU5.** contact person in case of queries on procedure or products and for resolving issues related to defective machines, tools, materials & equipments
- KU6.** details of the various job roles & responsibilities
- KU7.** documentation and reporting formats
- KU8.** work targets & review with superiors
- KU9.** protocol and format for reporting work related risks/ problems
- KU10.** method of obtaining /giving feedback with respect to performance
- KU11.** importance of team work, harmonious working relationships
- KU12.** process for offering /obtaining work related assistance
- KU13.** responsibilities under health, safety and environmental legislation
- KU14.** guidelines for storage & disposal of waste materials
- KU15.** minimum quality requirements of the product with respect to permissible/non-permissible defects
- KU16.** yarns from natural fibers - cotton, silk, wool
- KU17.** yarns from manmade fibers - polyester, nylon, viscose
- KU18.** blended yarns - polyester cotton, polyester viscose
- KU19.** hand winding
- KU20.** power machine - conventional
- KU21.** power machine automatic pirn winding machine
- KU22.** should know the safety mechanisms of the machines & should ensure that the same are in order
- KU23.** should know about the stop motions & should ensure that the same are in order
- KU24.** should know about the indication lamps & should ensure that the same are in order
- KU25.** should know about the functional operations of the machines, where he/she is working

Generic Skills (GS)

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

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- GS1.** write clear and short sentences
- GS2.** read and comprehend written instructions
- GS3.** ensure that weft breaks/loom hour doesn't exceed 2
- GS4.** ensure that the efficiency is maintained in excess of 85%
- GS5.** ensure that the weft waste doesn't exceed 2 %
- GS6.** one should put a minimum of 15 knots/ minute
- GS7.** ensure that only bunch length of 2-3 meters is there
- GS8.** be able to fill around 24 pirns in a battery in a maximum period of 2 minutes
- GS9.** One should attend battery filling with proper pick finding in 30 seconds
- GS10.** communicate effectively
- GS11.** apply leadership skills wherever required
- GS12.** take initiative at the right place
- GS13.** understand the requirement to be creative
- GS14.** plan and manage work routine based on instructions from supervisor
- GS15.** should willingly participate in the various programs/ meetings that will be conducted by the superiors & put forth the suggestions in the interest of the company
- GS16.** participate in the quality circles formed by the superiors
- GS17.** should extend voluntary supports and adapt to the various procedures that are adopted by the company with respect to compliances for the different certifications like ISO 9001, ISO 14001, SA 8001, GOTS certification, fair trade, etc.

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Stripping of Empty Pirns</i>	12	32	-	6
1. collect the empty pirns from the boxes kept on the looms to store the empty pirns falling after transfer of weft pirns effected through automatic weft replenishment	2	6	-	2
2. ensure that there is no excess weft yarn than the bunch waste left in the empty pirns. the same has to be intimated to the higher authority, so that it can be arrested on the looms. empty pirns with excess weft yarns (pirns & pirns) have to be run on the looms without giving room for high wastage of yarn	-	8	-	2
3. see that the empty pirns are left with 2- 3 metres of weft yarn (bunch waste), as otherwise, it illustrates that there was no bunch provided in the pirn winding	-	8	-	2
4. handstrip the bunch waste from the collected empty pirns	5	5	-	-
5. fill the stripped empty pirns in the magazine on the pirn winding machine	5	5	-	-
<i>Running of Pirn Winding Machine</i>	23	54	-	15
6. ensure the spindle numbers are written against each spindle	2	4	-	2
7. ensure proper identification of the material & the count to be run on each & every pirn winding spindle. same can be written on the corresponding spindles, or boards can be hanged against the individual spindles	5	5	-	-
8. ensure that the full pirns are dropped in the weft boxes kept below respective pirn winding spindles	3	3	-	2
9. ensure that the full pirns from one spindle dont fall in the box kept below the adjacent spindles	3	4	-	3

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
10. check the material & the count in the cones / cheeses from the bags/ boxes before the same are fixed on the cone/cheese holders on the machine against the respective spindles	2	4	-	2
11. ensure the auto bunching mechanism on the respective spindles is working properly	-	8	-	2
12. bring the weft yarn from the cones/ cheeses through the guides on the respective spindles	4	4	-	2
13. ensure that the initial threading is with proper bunch length only	-	8	-	2
14. attend the weft breakage using knitters or by ensuring tiny hand knots.	2	6	-	-
15. bring any abnormal thread breakage, to the notice of higher authority	2	8	-	-
<i>Battery Filling</i>	16	36	-	4
16. take the produced weft pirns to the loom shed in separate boxes depending on the material and the count to ensure no weft mix-up	2	8	-	-
17. store the weft pirns on the pirn boxes kept on the respective looms	2	8	-	-
18. use weft pirns kept in the boxes on the respective looms only, to fill the batteries on the corresponding looms	4	6	-	-
19. pull about 2 metres of weft in the pirns in the right hand & hold around 4 - 5 pirns at a time in the left hand	4	6	-	-
20. press the head of the pirns in the space in the battery disc one by one and press the tips of the pirns in the aligned path of the pirn holders	2	4	-	2
21. wind the pirn threads in the battery umbrella anti clockwise	2	4	-	2
<i>Other Work Practices</i>	66	60	-	16

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
22. write following details on a board hanged/ kept in the winding department: spindle number, material type (cotton/ viscose/ polyester /p.c./ other etc) running on the espective spindle, material classification (o. e/ ring spun carded/ ring spun combed/ ring spun compact/other etc. running on the respective spindle, count running on the respective spindle, the loom number against the respective spindle	2	4	-	2
23. ensure that stripping of empty pirns is done by hands only and no knife to be used as it will damage the empty pirns	2	4	-	2
24. ensure that the empty pirns are in good condition in respect to both head & tip	2	4	-	2
25. ensure that brass wrapper in the empty pirn is in good condition. Whenever new empty pirns are engaged see that the brass portion is buffed properly using sand /emery paper	2	4	-	2
26. do not use any damaged or broken pirn, in case there is breakage /damage the same has to be brought to the notice of the higher authority while collecting empty pirns from the looms	2	4	-	2
27. clean the machine & the pirn winding area at least twice in a shift	2	6	-	2
28. collect the waste wound on the umbrella of the loom batteries at the end of the shift	2	6	-	2
29. weigh the battery waste & bunch waste separately and the same has to be recorded in the note book kept for it	4	4	-	-
30. store the said wastes separately in the places earmarked	5	3	-	-
31. tie the waste bag & all the waste generated by the winders are collected in it, which can be ultimately disposed off in the places/ bins provided	5	3	-	-
32. ensure that the correct weft yarn only is used	6	2	-	-

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Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
33. additional wastage of raw materials for any quality issue or defective cone etc. to be brought to the notice of the superiors	4	4	-	-
34. give preference to safety should not enter the area, where he/ she are not allowed., should not do a job on which training has not being given	7	3	-	-
35. ensure that no raw material/ cloth/ spare/ tool / any other material is thrown under/ near the machines or in the other work areas	5	3	-	-
36. check for the reasons for frequent weft breaks& take corrective action.	6	1	-	1
37. Report the same to the mechanics/ fitters/ superiors if it is not corrected	6	1	-	1
38. write log book for the following: spindle problem for bunch or non functioning of spindle, spare parts breakage, other machine complaints, material complaints for poor, performance or damages, pirn breakages (loom wise), pirn breakage in pirn winding	4	4	-	-
NOS Total	117	182	-	41

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National Occupational Standards (NOS) Parameters

NOS Code	TSC/N2212
NOS Name	Operating Auto Pirn Winding Machine
Sector	Textile
Sub-Sector	Weaving - Textiles
Occupation	Weaving
NSQF Level	3
Credits	TBD
Version	2.0
Last Reviewed Date	31/01/2024
Next Review Date	31/01/2027
NSQF Clearance Date	31/01/2024

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TSC/N9001: Maintain work area, tools, and machines

Description

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

Scope

The scope covers the following :

- Maintaining the work area, tools and machines

Elements and Performance Criteria

Maintaining the work area, tools and machines

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

1. handle materials, machinery, equipment and tools with care and use them in the correct way
2. use correct lifting and handling procedures
3. use materials to minimize waste
4. maintain a clean and hazard free working area
5. maintain tools and equipment
6. carry out running maintenance within agreed schedules
7. carry out maintenance and/or cleaning within ones responsibility
8. report unsafe equipment and other dangerous occurrences
9. ensure that the correct machine guards are in place
10. work in a comfortable position with the correct posture
11. use cleaning equipment and methods appropriate for the work to be carried out
12. dispose of waste safely in the designated location
13. store cleaning equipment safely after use
14. carry out cleaning according to schedules and limits of responsibility

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** personal hygiene and duty of care
- KU2.** safe working practices and organisational standard operating procedures
- KU3.** limits of your own responsibility
- KU4.** ways of resolving problems within the work area
- KU5.** the production process and the specific work activities that relate to the whole process
- KU6.** the importance of effective communication with supervisors
- KU7.** the lines of communication, authority and reporting procedures

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- KU8.** the organisation's rules, codes and guidelines (including timekeeping)
- KU9.** the company's quality standards
- KU10.** the importance of complying with written instructions
- KU11.** equipment operating procedures / supervisor's instructions
- KU12.** work instructions and specifications and interpret them accurately
- KU13.** relation between work role and the overall manufacturing process
- KU14.** hazards likely to be encountered when conducting routine maintenance
- KU15.** the importance of taking action when problems are identified
- KU16.** different ways of minimising waste
- KU17.** the importance of running maintenance and regular cleaning
- KU18.** effects of contamination on products i.e. machine oil, dirt, foreign materials
- KU19.** common faults with equipment and the method to rectify
- KU20.** maintenance procedures
- KU21.** different types of cleaning equipment and substances and their use
- KU22.** safe working practices for cleaning and the method of carrying them out

Generic Skills (GS)

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

- GS1.** comprehend written instructions
- GS2.** read any application sent by other colleagues
- GS3.** Communicate effectively in local language
- GS4.** communicate with supervisor appropriately
- GS5.** talk to others to convey information effectively
- GS6.** identify the real reason of problem faced
- GS7.** apply problem-solving approaches in different situations
- GS8.** refer anomalies to the supervisor
- GS9.** seek clarification on problems from others
- GS10.** apply good attention to detail
- GS11.** check your work is complete and free from errors
- GS12.** make sure every kind of communication is error free
- GS13.** communicate effectively
- GS14.** apply leadership skills wherever required
- GS15.** take initiative at the right place
- GS16.** understand the requirement to be creative

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Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Maintaining the work area, tools and machines</i>	17	20	-	13
1. handle materials, machinery, equipment and tools with care and use them in the correct way	2	2	-	1
2. use correct lifting and handling procedures	1	2	-	1
3. use materials to minimize waste	2	1	-	1
4. maintain a clean and hazard free working area	1	1	-	1
5. maintain tools and equipment	2	1	-	1
6. carry out running maintenance within agreed schedules	1	2	-	1
7. carry out maintenance and/or cleaning within ones responsibility	1	2	-	1
8. report unsafe equipment and other dangerous occurrences	1	2	-	-
9. ensure that the correct machine guards are in place	1	1	-	1
10. work in a comfortable position with the correct posture	1	1	-	1
11. use cleaning equipment and methods appropriate for the work to be carried out	1	1	-	1
12. dispose of waste safely in the designated location	1	2	-	1
13. store cleaning equipment safely after use	1	1	-	1
14. carry out cleaning according to schedules and limits of responsibility	1	1	-	1
NOS Total	17	20	-	13

Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	TSC/N9001
NOS Name	Maintain work area, tools, and machines
Sector	Textile
Sub-Sector	Spinning, Weaving, Processing, Knitting
Occupation	Textile Mill sector - Cotton
NSQF Level	3
Credits	TBD
Version	3.0
Last Reviewed Date	17/11/2022
Next Review Date	30/06/2025
NSQC Clearance Date	17/11/2022

Qualification Pack

TSC/N9004: Comply with industry and organizational requirement

Description

This unit is about knowing, understanding, and complying with the requirements of the organization and the textile industry

Scope

The scope covers the following :

- self development
- team work
- organizational standards
- industry standards

Elements and Performance Criteria

Self development

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

1. perform own duties effectively
2. take responsibility for own actions
3. be accountable towards the job role and assigned duties
4. take initiative and innovate the existing methods
5. focus on self-learning and improvement

Team work

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

6. co-ordinate with all the team members and colleagues
7. communicate politely
8. avoid conflicts and miscommunication

Organisational standards

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

9. know the organisational standards
10. implement them in your performance
11. motivate others to follow them

Industry standards

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

12. monitor the workplace and work processes for potential risks and threat
13. align them with organisation standards

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

Qualification Pack

- KU1.** standard operating procedures (SOP) and regulations in a textile mill
- KU2.** reporting to the supervisor or higher authority
- KU3.** knowledge of organisational standards
- KU4.** knowledge of industry standards
- KU5.** process and material flow in a textile mill
- KU6.** importance of complying with the standards
- KU7.** guidelines for cleaning the various parts of machine

Generic Skills (GS)

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

- GS1.** write clear and short sentences
- GS2.** read the given instructions
- GS3.** comprehend written instructions
- GS4.** talk effectively with others
- GS5.** put forward your point
- GS6.** listen to others
- GS7.** Organizational requirements
- GS8.** your responsibilities at the workplace
- GS9.** procedure to comply with the industry standards

Qualification Pack

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Self development</i>	5	9	-	7
1. perform own duties effectively	1	2	-	2
2. take responsibility for own actions	1	2	-	2
3. be accountable towards the job role and assigned duties	1	2	-	1
4. take initiative and innovate the existing methods	1	1	-	1
5. focus on self-learning and improvement	1	2	-	1
<i>Team work</i>	3	5	-	4
6. co-ordinate with all the team members and colleagues	1	2	-	1
7. communicate politely	1	1	-	2
8. avoid conflicts and miscommunication	1	2	-	1
<i>Organisational standards</i>	3	4	-	3
9. know the organisational standards	1	1	-	1
10. implement them in your performance	1	2	-	1
11. motivate others to follow them	1	1	-	1
<i>Industry standards</i>	4	2	-	1
12. monitor the workplace and work processes for potential risks and threat	2	1	-	-
13. align them with organisation standards	2	1	-	1
NOS Total	15	20	-	15

Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	TSC/N9004
NOS Name	Comply with industry and organizational requirement
Sector	Textile
Sub-Sector	Spinning, Weaving, Processing, Knitting
Occupation	Textile Mill sector - Cotton
NSQF Level	3
Credits	TBD
Version	3.0
Last Reviewed Date	17/11/2022
Next Review Date	30/06/2025
NSQC Clearance Date	17/11/2022

Qualification Pack

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

Description

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

Scope

The scope covers the following :

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

Elements and Performance Criteria

Introduction to Employability Skills

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

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

Constitutional values - Citizenship

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

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

Becoming a Professional in the 21st Century

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

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

Basic English Skills

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

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

Communication Skills

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

PC5. follow good manners while communicating with others

PC6. work with others in a team

Qualification Pack

Diversity & Inclusion

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

PC7. communicate and behave appropriately with all genders and PwD

PC8. report any issues related to sexual harassment

Financial and Legal Literacy

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

PC9. use various financial products and services safely and securely

PC10. calculate income, expenses, savings etc.

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

Essential Digital Skills

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

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

PC13. use internet and social media platforms securely and safely

Entrepreneurship

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

PC14. identify and assess opportunities for potential business

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

Customer Service

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

PC16. identify different types of customers

PC17. identify customer needs and address them appropriately

PC18. follow appropriate hygiene and grooming standards

Getting ready for apprenticeship & Jobs

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

PC19. create a basic biodata

PC20. search for suitable jobs and apply

PC21. identify and register apprenticeship opportunities as per requirement

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

KU1. need for employability skills

KU2. various constitutional and personal values

KU3. different environmentally sustainable practices and their importance

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

KU5. how to use basic spoken English language

KU6. Do and dont of effective communication

KU7. inclusivity and its importance

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

KU9. different types of financial products and services

Qualification Pack

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

Generic Skills (GS)

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

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

Qualification Pack

Assessment Criteria

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

Qualification Pack

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

Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	DGT/VSQ/N0101
NOS Name	Employability Skills (30 Hours)
Sector	Cross Sectoral
Sub-Sector	Professional Skills
Occupation	Employability
NSQF Level	2
Credits	1
Version	1.0
Last Reviewed Date	08/05/2025
Next Review Date	30/04/2028
NSQC Clearance Date	08/05/2025

Assessment Guidelines and Assessment Weightage

Assessment Guidelines

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

Minimum Aggregate Passing % at QP Level : 50

Qualification Pack

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

Assessment Weightage

Compulsory NOS

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
TSC/N2211.Taking charge of shift and handing over shift to Pirn Winding Machine Operator	40	100	-	20	160	20
TSC/N2212.Operating Auto Pirn Winding Machine	117	182	-	41	340	44
TSC/N9001.Maintain work area, tools, and machines	17	20	-	13	50	6
TSC/N9002.Working in a team	19	20	-	11	50	6
TSC/N9003.Maintain health, safety and security at workplace	32	40	-	28	100	12
TSC/N9004.Comply with industry and organizational requirement	15	20	-	15	50	6
DGT/VSQ/N0101.Employability Skills (30 Hours)	20	30	0	0	50	6
Total	260	412	-	128	800	100

Qualification Pack

Acronyms

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

Qualification Pack

Glossary

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

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