

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

NSDA Reference

To be added by NSDA

CONTACT DETAILS OF THE BODY SUBMITTING THE QUALIFICATION FILE

Name and address of submitting body:

HCSSC,
Handicrafts and Carpet Sector Skill Council,
EPCH House,
Pocket 6 & 7, Sector C,
Vasant Kunj,
New Delhi-110070

Name and contact details of individual dealing with the submission

Name: Ms.Anupama Giri

Position in the organisation: CEO

Address if different from above: NO

Tel number(s):011-2613983491

E-mail address: ceo@hcsc.in

List of documents submitted in support of the Qualifications File

1. x
1. Career Progression of Bamboo Handicrafts Sub-Sector
2. Qualification Pack
3. Minutes of the meeting of GC Consultation meeting
4. NSDC Human Resource & Skills Requirement in Handloom & Handicraft Sector
5. List of QP/NOS validating companies

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SUMMARY

Qualification Title-	Bamboo Basket maker
Qualification Code-	HCS/Q 8704
Nature and purpose of the qualification-	Qualification pack, To prepare people to work in the bamboo product manufacturing sector
Body/bodies which will award the qualification-	Handicrafts and carpet sector skill council(HCSSC)
Body which will accredit providers to offer courses leading to the qualification-	Handicrafts and carpet sector skill council(HCSSC)
Body/bodies which will carry out assessment of learners-	Handicrafts and carpet sector skill council (HCSSC)
Occupation(s) to which the qualification gives access-	Bamboo basket making
Licensing requirements- N/A	N/A
Level of the qualification in the NSQF-	3
Anticipated volume of training/learning required to complete the qualification-	280
Entry requirements and/or recommendations-	5 th class
Progression from the qualification-	supervisor
Planned arrangements for the Recognition of Prior learning (RPL)-	A 3-day RPL program has been devised to certify the trainees.
Date of planned review of the qualification-	2018

Formal structure of qualification

Title of component & identification code	Mandatory/optional	Estimated size(learning hours)	level
HCS/N8711 Carry out preparation of bamboo slivers	Mandatory	50	3
HCS/N8712 Carry out weaving & twining of bamboo slivers to achieve the final product as per requirement	Mandatory	70	3
HCS/N8713 Carry out finishing, varnishing, drying & storage of bamboo basket	Mandatory	40	3
HCS/N 8714 Contribute to achieve quality in bamboo basket making	Mandatory	40	3
HCS/N 9908 Working in a team	Mandatory	20	3
HCS/N 9912 Maintain work area and tools	Mandatory	20	3
HCS/N 9913 Maintain health, safety and security at workplace	Mandatory	40	3

Please attach any document giving further detail about the structure of the qualification – eg a Curriculum Document or a Qualification Pack.

Qualification pack attached in annexure.

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SECTION 1 **ASSESSMENT**

Body/Bodies which will carry out assessment:

The assessment body affiliated to HCSSC will carry out the assessment

How will RPL assessment be managed and who will carry it out?

RPL will be based on the same approved Qualification Pack and Assessment Criteria mentioned in the Qualification Pack. It will be carried out by the assessment agency affiliated to the HCSSC.

Describe the overall assessment strategy and specific arrangements which have been put in place to ensure that assessment is always valid, reliable and fair and show that these are in line with the requirements of the NSQF.

The assessment is managed by the assessment agency using the question bank approved by the sector skill council which has both the theory and practical questions ,the questions are then divided into many different sets so that all students don't get the same questions once the assessment is done the result is compiled and sent to the sector skill council .The NSQF level 2 and 3 qualifications has a passing marks of 50% and NSQF level 4 and above has 70% as passing marks.

ASSESSMENT EVIDENCE

Complete a grid for each component as listed in "Formal structure of the the qualification" in the Summary.

NOTE: this grid can be replaced by any part of the qualification documentation which shows the same information – ie Learning Outcomes to be assessed, assessment criteria and the means of assessment.

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Title of Component:

<u>CRITERIA FOR ASSESSMENT OF TRAINEES</u>
Job Role : Bamboo Basket Maker
Qualification Pack : HCS/Q8704
Sector Skill Council : Handicrafts & Carpet Sector Skill Council

<u>Guidelines for Assessment:</u>
1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC.
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.
3. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below)
4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on this criteria
5. To pass the Qualification Pack , every trainee should score a minimum of 70% in every NOS
6. In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack.

		Total Marks (700)	Out of	Theory	Skills Practical
1. HCS/N 8711 (Carry out preparation of bamboo slivers)	PC1. Appropriately use the Hand Saw.	100	7	2	5
	PC2. Make the bamboo sliver by handling the bamboo split in the right manner.		7	2	5
	PC3. Apply appropriate pressure on the bamboo split by using the hand saw to get the desired thickness of Bamboo sliver.		7	3	4
	PC4. Make the Bamboo sliver of the desired size from the splits.		7	3	4
	PC5. Measure & maintain the uniformity of the sliver to be achieved.		7	3	4

	PC6. Minimise and dispose the waste materials in the approved manner.	7	3	4
	PC7. Carry out operations at a rate which maintains workflow.	7	3	4
	PC8. Respond appropriately incase of any errors or faults in the bamboo and other operations.	5	2	3
	PC9. Leave work area safe and secure when work is complete.	7	3	4
	PC10. Maintain the sharpness of handsaw.	7	3	4
	PC11. Take safety precautions while drawing out the sliver.	7	3	4
	PC12. Identify and segregate the usable and the disposable bamboo slivers based on width, thickness, strength and colour.	5	2	3
	PC13. Ensure uniform and complete drying.	5	2	3
	PC14. Minimise and dispose the waste materials in the approved manner.	5	2	3
	PC15. Take appropriate amount (weight/number of pieces as per market demand) of bamboo slivers from the bulk lot.	5	2	3
	PC16. Undertake precautions while storage to avoid moisture.	5	2	3
	TOTAL	100	40	60
2. HCS/N 8712 (Carry out weaving & twining of bamboo slivers to achieve the final product as per requirement)	PC1. Take specific type (based on width & length) of bamboo slivers suitable for preparing the two dimensional base structure.	7	2	5
	PC2. Plan out the base & fix it (specifically for round base)to obtain a rigid structure.	7	2	5
	PC3. Ensure that the base structure is fixed in a proper manner before weaving bamboo slivers on to the base structure.	7	3	4
	PC4. Make the two dimensional Bamboo sliver base according to required design & pattern.	7	3	4
	PC5. Ask questions to obtain more information on tasks when the instructions you have are unclear.	5	2	3
	PC6. To be able to work according to specified shape of Bamboo basket.	5	2	3
	PC7. Check that the materials to be used are free from faults.	5	2	3
	PC8. Conform to company quality standards.	5	2	3
	PC9. Report any damaged work to the responsible person.	5	2	3
	PC10. Leave work area safe and secure when work is complete free from hazards.	5	2	3
	PC11. Take appropriate slivers (based on width & length) for weaving according to shape,size,colour & Design pattern required	5	2	3
	100			

	in making specific basketry product.			
	PC12. Do basic weaving in the given structure/frame.	5	2	3
	PC13. Analyze and maintain uniform gap between the slivers as per the given specification.	5	2	3
	PC14. Analyze and maintain compactness of the sliver to ensure rigidity of the structure.	5	2	3
	PC15. Analyze and carry out the bending wherever required according to the shape & size of the product to be achieved.	5	2	3
	PC16. Analyze and maintain quality in giving shapes.	5	2	3
	PC17. Ensure proper handling in making the basketry product to avoid any breakage.	4	2	2
	PC18. Detect faults & defects.	4	2	2
	PC19. Solve & rectify the faults	4	2	2
	TOTAL	100	40	60
3. HCS/N 8713 (Finishing, varnishing, drying & storage of bamboo basket)	PC1. Appropriate usage of clipping tool.	5	2	3
	PC2. Cut the extra edges neatly to give the fine finished look.	5	2	3
	PC3. Analyze and apply glue to fix the edges.	5	2	3
	PC4. Handle the Bamboo basket properly to avoid any breakage.	5	2	3
	PC5. Dispose the waste materials in the approved manner.	5	2	3
	PC6. Carry out operations at a rate which maintains workflow.	5	2	3
	PC7. Respond appropriately incase of any errors or faults in the bamboo and other operations.	5	2	3
	PC8. Leave work area safe and secure when work is complete.	5	2	3
	PC9. Maintaining the work place clean.	5	2	3
	PC10. Maintaining sharpness of clipping tool.	5	2	3
	PC11. Take safety precaution while clipping.	5	2	3
	PC12. Carry out effective drying of the basket to reduce moisture content.	3	1	2
	PC13. Take precautions whie placing the baskets in a dust free area while drying.	5	2	3
	PC14. Handle the brush or sprayer properly.	5	2	3
	PC15. Prepare the solution of Varnish by adding an appropriate amount of thinner.	4	1	3
	PC16. Take appropriate amount of solution to be applied on the Bamboo Basketry product.	4	1	3
	PC17. Apply solution on the bamboo basketry product uniformly.	3	1	2
	PC18. Handle the Basket properly while doing varnishing.	3	1	2
	PC19. Ensure uniform and complete drying in sunlight to avoid stickiness.	3	1	2
	100			

	PC20. Check & ensure the quality of the final product based on desired specifications.		3	1	2
	PC21. Maintain the workplace clean		3	1	2
	PC22. Dispose the waste materials safely in approved manner.		3	1	2
	PC23. Take precautions while stacking the lot of basket avoiding any breakage		3	1	2
	PC24. Store the lot of basket in a dry area avoiding direct contact with the ground.		3	1	2
		TOTAL	100	37	63
4. HCS/N 8714 (Contribute to achieve quality bamboo basket making)	PC1. Identify and use raw materials as per the specifications provided	100	10	4	6
	PC2. Take the necessary action when materials do not conform to quality standards		10	4	6
	PC3. Report and replace identified faulty materials and component parts which do not meet specification		10	4	6
	PC4. Identify modifiable defects and rework on them		10	4	6
	PC5. Carry out work safely and at a rate which maintains work flow		10	4	6
	PC6. Report to the responsible person when the work flow of other production areas disrupts work		10	4	6
	PC7. Carry out quality checks at specified intervals according to instructions		10	4	6
	PC8. Apply the allowed tolerances		10	4	6
	PC9. Identify faults and take appropriate action for rectification		10	4	6
	PC10. Maintain the required productivity and quality levels		10	4	6
			TOTAL	100	40
	TOTAL	100	29	71	
5. HCS/N9908 (Working in a team)	PC1. Be accountable to one's own role in whole process of developing product	100	12	4	8
	PC2. Perform all roles with full responsibility		10	3	7
	PC3. Be effective and efficient at workplace		10	3	7
	PC4. Properly communicate about organisation's policies		8	4	4
	PC5. Talk politely with other team members and colleagues		10	3	7
	PC6. Adjust in different work situations		10	3	7
	PC7. Give due importance to others' point of view		10	3	7
	PC8. Avoid conflicting situations		10	2	8
	PC9. Develop new ideas for work procedures		8	2	6
	PC10. Improve upon the existing techniques to increase process efficiency		12	2	10
			TOTAL	100	29
6. HCS/N 9912 (Maintain work	PC1. Handle materials and tools safely and correctly	100	8	2	6

area and tools)	PC2. Use materials to minimize waste		10	3	7
	PC3. Maintain a clean and hazard free working area		10	3	7
	PC4. Maintain the tools used for stick making		8	2	6
	PC5. Carry out maintenance and/or cleaning within one's responsibility		10	3	7
	PC6. Report damaged tools and materials		12	4	8
	PC7. Work in a comfortable position with correct posture		10	3	7
	PC8. Dispose of waste safely in designated location		12	4	8
	PC9. Store tools safely after use		10	3	7
	PC10. Carry out cleaning according to schedules and limits of responsibility		10	3	7
		TOTAL	100	30	70
7. HCS/N 9913 (Maintain health, safety and security at workplace)	PC1. Comply with health and safety related instructions applicable to the workplace	100	8	2	6
	PC2. Use and maintain personal protective equipment as per protocol		8	2	6
	PC3. Carry out own activities in line with approved guidelines and procedures		8	2	6
	PC4. Maintain a healthy lifestyle and guard against dependency on intoxicants		8	2	6
	PC5. Follow environment management system related procedures		6	2	4
	PC6. Store materials and tools in line with manufacturer's and organisational requirements		5	2	3
	PC7. Safely handle and move waste and debris		4	1	3
	PC8. Minimize health and safety risks to self and others due to own actions		6	2	4
	PC9. Seek clarifications from supervisors or other authorized personnel in case of perceived risks		4	1	3
	PC10. Monitor the workplace and work processes for potential risks and threats		4	1	3
	PC11. Carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned		5	2	3
	PC12. Report hazards and potential risks/ threats to supervisors or other authorized personnel		7	3	4
	PC13. Participate in mock drills/ evacuation procedures organised at the workplace		5	2	3
	PC14. Undertake first aid, fire fighting and emergency response training, if asked		6	2	4
	PC15. Take action based on instructions in the event of fire, emergencies or accidents		8	2	6
	PC16. Follow organisation evacuation		8	2	6

	procedures				
		TOTAL	100	30	70

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SECTION 2

EVIDENCE OF LEVEL

Title/Name of qualification/component: Bamboo basket maker		Level: 3	
NSQF Domain	Outcomes of the Qualification/Component	How the outcomes relates to the NSQF level descriptors	NSQF Level
Process	<p>The Bamboo Basket Maker carries out a job which requires limited range of activities which are predictable and carried out in a routine which in this case are around the making of bamboo baskets. The examples for the same include tasks such as</p> <ul style="list-style-type: none"> • carry out preparation of bamboo slivers • carry out weaving & twining of bamboo slivers to achieve the final product requirement size & shape • carry out Finishing, varnishing, drying & storage of bamboo basket 	The Qualification is at level 3 since all work is as per routine and there is no clear choice.	3
Professional knowledge	<p>The Bamboo Basket Maker needs basic facts, process and principle applied in trade of employment which in this case is bamboo basket making as per specifications.</p> <ul style="list-style-type: none"> • step by step process of making baskets • processes involved in the pre-loom operations • technique of weaving & twining in the definite pattern & design • methods of finishing the bamboo baskets 	It is level 3 as the Bamboo Basket Maker needs understanding of making baskets as per required shape/size and to apply the same	3

Professional skill	<p>The skills required for the job involve recall and demonstration of practical skill, which is routine and repetitive in narrow range of application.</p> <p>Examples:</p> <ul style="list-style-type: none"> • make and choose the appropriate bamboo slivers for the basket as per specifications • making two dimensional Bamboo sliver base according to specified design & size on which weaving & twining is to be done 	Factual Knowledge of Field of knowledge of study is not required for this level, therefore It is level 3	3
Core skill	<p>The Bamboo Basket Maker requires communication skills written and oral, with minimum required clarity, skill of basic arithmetic and algebraic principles including understanding of basic financial transactions.</p> <p>These are required for the following tasks:</p> <ul style="list-style-type: none"> • analyze & interpret the given design which needs to be made • select and check appropriate select and check appropriate bamboo slivers required for making the baskets • make the two dimensional Bamboo sliver base according to required design & pattern. 	Basic oral and written communication is required.	3
Responsibility	<p>The Bamboo Basket Maker works largely on instruction from supervisor and laid down procedures. The weaver also has some responsibility for work including for delivery on time and as per schedules standards, but beyond that is not accountable</p>	Given the limited scope of responsibility for own learning and work this is level 3.	3

	<p>Examples:</p> <ul style="list-style-type: none">• take the necessary action when materials do not conform to quality standards• carry out work safely and at a rate which maintains work flow		
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SECTION 3

EVIDENCE OF NEED

What evidence is there that the qualification is needed?

While collecting data from the companies for the occupational map, we also took feedback from industry, which was collected with respect to roles for which qualification packs development, was to be prioritized. This was largely based on volume of people required, quantitative and qualitative shortfall which the Industry feels they face. Governing council of HCSSC gave final approval and endorsement for the same.

What is the estimated uptake of this qualification and what is the basis of this estimate?

It is estimated that currently 250,000 Bamboo Basket Maker weavers are engaged; of which the estimated uptake would be 175,000 of this qualification. The numbers have been estimated based on industry consultations, analysis of existing reports such as Skills Gap analysis Reports.

What steps were taken to ensure that the qualification(s) does (do) not duplicate already existing or planned qualifications in the NSQF?

NSDC list of Approved and Under-Development QPs was checked prior to commissioning the work

What arrangements are in place to monitor and review the qualification(s)? What data will be used and at what point will the qualification(s) be revised or updated?

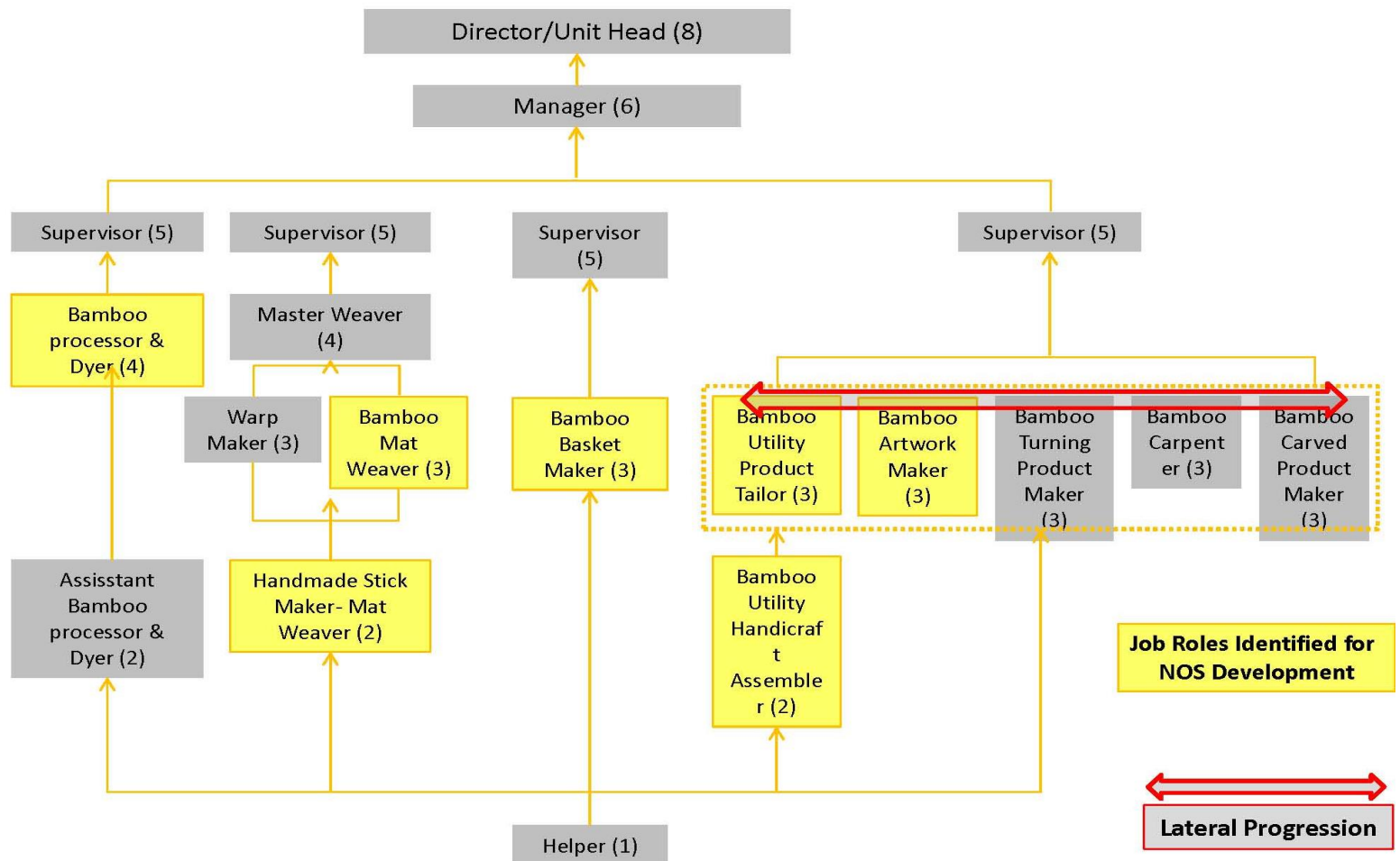
- Agencies have been appointed by the SSC to interact with training providers to gather feedback in implementation.
- Monitoring of results of assessments
- Employer feedback will be sought post-placement
- A formal review is scheduled in two year time i.e. 2018

SECTION 4
EVIDENCE OF PROGRESSION

What steps have been taken in the design of this or other qualifications to ensure that there is a clear path to other qualifications in this sector?

1. Vertical mobility options have been articulated in the occupational map
2. Vertical mobility option is of a Supervisor

Bamboo Handicrafts Subsector: Detailed Career progression



List of companies validating the QP

S. No	Name of Organisation	Contact Person	Employee Size
1	Tripura Bamboo Mission, Tripura	Mr. V. George Jenner, IFS	Large
2	Tripura Cottage Industries, Tripura	Mr. Manas Debnath	Large
3	Medni crafts Producer Company Ltd, Medinipur (WB)	Mr. Nimesh Kumar Barman	Large
4	Sahaj, Gujarat	Mr. Jabeen Jambhughldawala	Large
5	Benu (Bamboo Enterprises United), Tripura	Mr. Manna Roy	Large
6	Kalika Handicrafts Society, Tripura	Mr. Gauranga Debnath	Large
7	Parivartan, Jharkhand	Mr. Sudeep Saha	Large
8	NRDC, Odisha	Mr. P. K. Mohapatra	Large
9	Contemporary Bamboo Craft Society, Tripura	Mr. Anath Bandhu Sutradhar	Large
10	Gairing Society, Tripura	Mr. Tamash Kangdai	Large
11	Broocklieen, Kerela	Mr. Ashok Kumar. P	Large
12	Umathen Women Weaving and Handicraft Cooperative Society, Manipur	Mrs. M. Ibechoubi Leima	Large
13	Thongjao Rural Upliftment Society, Manipur	Ms. S. Kamala Devi	Large
14	Sristi Crafts & Stores, Tripura	Ms. Nandita Chakraborty	Medium
15	Modern Handicrafts, Tripura	Mr. Manoj Debnath	Medium
16	Mahamaya Handicrafts, Tripura	Mr. Badal Debnath	Medium
17	Chakraborty Handicrafts, Tripura	Mr. Tarun Chakraborty	Medium
18	Natural Weaves & Crafts, Tripura	Ms. Swapna Debnath	Medium
19	Nirmaan Fabrics, Guwahati	Mr. Bapan Sarkar	Medium
20	SHADE, AP	Ms. Sowjanya. P	Medium
21	SHARE, AP	Mr. P. Sudheer Kumar	Medium
22	Orissa Palli Bikash Pratisthan(OPBP), Odisha	Mr. Ojha	Medium
23	Kedar Dhar Industries, Tripura	Mr. Kallol Dhar	Medium
24	MaaKali Handicrafts, Tripura	Mr. Bhajan Sharma	Medium
25	Pioneer Bamboo Craft Society, Tripura	Mr. Bijoy Sutradhar	Medium
26	Women Welfare Society, tripura	Ms. Geeta Chakraborty	Medium
27	Swami Jogananda SHG , Agartala	Mrs. Jyotsna Debnath	Small
28	Creative weaving & Traditional Dresses Unit, Dimapur	Ms Aku Kaurinta Zeliang	Small
29	Art Core, Guwahati	Mr. Peburen Sarmah	Small
30	IndiStore, New Delhi	Ms. Sangeeta Sen	Small
31	Archana Cottage Industries, Tripura	Mr. Prabhod Debnath	Small
32	Bamanchara Nandakirshore Para Craft Producer Group, Tripura	Ms. Chitrita Choudhury	Small
33	Bishwakarama Kalakendra, tripura	Mr. Chunilal Debnath	Small
34	Das Enterprise, Tripura	Mr. Atanu Das	Small
35	Juri Craft Producer Grp, Tripura	Ms. Priyabrata Chabraborty	Small
36	Malancha Craft Producer Grp, Tripura	Ms. Ruma Gope (Barman)	Small
37	Matabari Craft Producer Grp, Tripura	Ms. Suman Sutradhar	Small
38	Rangitilla Craft Producer Grp, Tripura	Mr. Abhijit Sutradhar	Small
39	Sanchay Craft Producer Grp, Tripura	Ms. Mina Rani Das	Small
40	Srijoni, Tripura	Mr. Mithun Dey	Small
41	Uday Craft Producer Grp, Tripura	Ms. Sikha Das	Small
42	Ujjayanta Craft Producer Grp, Tripura	Ms. Purnima Deb(Datta)	Small