

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 submitted-

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. Career Progression of Crochet Lace 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

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

SUMMARY

Qualification Title-	Crochet lace Maker- Apparel (Hand Crocheted Textiles)
Qualification Code-	HCS/Q7703
Nature and purpose of the qualification-	Qualification pack, To prepare people to work in the Crochet 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-	Crochet Lace Maker- Apparel
Licensing requirements-	N/A
Level of the qualification in the NSQF-	3
Anticipated volume of training/learning required to complete the qualification-	200
Entry requirements and/or recommendations-	5 th class
Progression from the qualification-	Master crochet lace maker
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 the qualification

Title of component & identification code	Mandatory/optional	Estimated size(learning hours)	level
HCS/N 7707 Prepare for making crochet lace for apparel	Mandatory	40	3
HCS/N 7708 Carry out the crocheting process for apparel	Mandatory	80	3
HCS/N 7709 Contribute to achieve quality in crochet lace making for apparel	Mandatory	40	3
HCS/N 9908 Working in a team	Mandatory	10	3
HCS/N 9912 Maintain work area & tools	Mandatory	20	3
HCS/N 9913 Maintain health, safety and security at workplace	Mandatory	10	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 .

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

SECTION 1 **ASSESSMENT**

Body/Bodies which will carry out assessment:-

The assessment bodies affiliated to the Handicrafts and Carpet Sector Skill Council 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. The process of RPL assessment is going to be managed by the Assessment agency affiliated by 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.

CRITERIA FOR ASSESSMENT OF TRAINEES

Job Role : Crochet Lace Maker- Apparel

Qualification Pack : HCS/Q 7703

Sector Skill Council : Handicrafts & Carpet Sector Skill Council

Guidelines for Assessment:

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC.
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.
3. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below)
4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on 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 (600)	Out of	Theory	Skills practical
1. HCS/N 7710 (Prepare for sampling of crochet lace product)	PC1. analyse and interpret the given apparel design to be developed	100	7	2	5
	PC2. discuss the given design with Master Crochet Lace Maker and understand the instructions/ specifications for the apparel product to be developed		10	3	7
	PC3. ensure that the yarn procured is of optimum strength and as per requirements		8	2	6
	PC4. draw all the coloured yarn from the cone		8	2	6
	PC5. weigh the yarn and note it down		7	2	5
	PC6. ensure that the yarn does not get dirty and entangled		7	2	5
	PC7. select the suitable crochet hook as per the yarn count selected		8	2	6
	PC8. ensure the hook to be used is free from faults and dirt. In case of any report them		5	1	4
	PC9. identify and prepare the tools required for crochet lace making		5	1	4
	PC10. discuss on pattern of the design given		4	1	3
	PC11. analyse the patterns of the different parts of the apparel product to be made carefully		3	0	3

	PC12. prepare the paper and tracing instruments to make pattern		3	0	3
	PC13. measure the given master pattern		7	2	5
	PC14. trace/reproduce the master pattern appropriately		7	2	5
	PC15. cut the traced pattern		7	2	5
	PC16. ensure that the cut pattern is as per requirements		4	1	3
		TOTAL	100	25	75
2. HCS/N 7708 (Carry out crocheting process for making crochet lace apparel)	PC1. identify the use of raw materials as per the specifications provided	100	5	1	4
	PC2. use the correct thickness and colour of yarn to start crocheting		5	1	4
	PC3. take necessary action when the material do not confirm to quality standards		5	1	4
	PC4. report and replace identified faulty yarn which does not meet requirement		5	1	4
	PC5. start crocheting from the correct position in the apparel panel with the specified crochet stitch		5	1	4
	PC6. carry out basic crochet stitches for to make the apparel/ apparel panel as per given specifications		7	2	5
	PC7. carry out crocheting of motifs/ elements in specific given sizes as per the design provided		7	2	5
	PC8. manipulate the number of stitches row-wise to attain the required shape of the crochet lace		7	2	5
	PC9. check for the tension of the yarn from all direction and ensure the evenness of crocheting		5	2	3
	PC10. carry out the panel making by using appropriate method/s to join motifs/smaller crochet units		7	2	5
	PC11. carry out the finishing of the crochet lace accessory as per instructions		5	1	4
	PC12. check the crochet lace/product against the pattern to ensure the correct dimension and shape		5	1	4
	PC13. join the crochet panels with using appropriate method to make the apparel product without any attachment defects		7	2	5
	PC14. carry out the process of making neck lace with the appropriate crochet stitches		7	2	5
	PC15. carry out the process of neck lace attachment		5	1	4
	PC16. carry out the attachment of trims like beads, mirrors, etc as per the design		5	1	4
	PC17. fold the garments as per the specifications		4	1	3
	PC18. keep the product in cool dry place and		4	1	3

	pack as per requirement				
		TOTAL	100	25	75
3. HCS/N 7709 (Contribute to achieve quality in crochet lace making for apparel)	PC1. identify and use materials required based on the specifications given in the Master Crochet Lace maker	100	5	1	4
	PC2. take the necessary action when materials do not conform to quality standards		5	1	4
	PC3. report and replace identified faulty materials and component parts which do not meet specification		5	1	4
	PC4. ensure that the yarn ends are clipped neatly, so that the crochet yarns don't unravel		5	1	4
	PC5. carry out work safely and at a rate which maintains work flow and quality		7	2	5
	PC6. report to the responsible person when the work flow of other production areas disrupts work		5	1	4
	PC7. carry out quality checks at specified intervals according to instructions		7	2	5
	PC8. apply the allowed tolerances		5	1	4
	PC9. make adjustments promptly to ensure the crochet lace apparel matches specifications		7	2	5
	PC10. fault-find materials and components for stained, damage and incorrectly made-up component parts		5	1	4
	PC11. report faults in other processes to the appropriate person		5	1	4
	PC12. ensure that the shape of the produced crochet lace matches the requirements		8	2	6
	PC13. take corrective measures to get the correct shape		8	2	6
	PC14. while making units for bigger panels ensure that the units are similar in size, shape and material		8	2	6
	PC15. ensure uniformity in materials, size, design and shape a. within a product b. between a pair/set of products		7	2	5
	PC16. ensure that the crocheted garment panels are of the required shapes and sizes		8	2	6
	TOTAL	100	24	76	
4. 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	71
5. HCS/N 9912 (Maintain work area and tools)	PC1. Handle materials and tools safely and correctly	100	8	2	6
	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
6. 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		6	2	4

	emergency response training, if asked				
	PC15. Take action based on instructions in the event of fire, emergencies or accidents		8	2	6
	PC16. Follow organisation evacuation procedures		8	2	6
		TOTAL	100	30	70

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

Evidence of level

Title/Name of qualification/component: Crochet Lace Maker -Apparel		Level: 3	
NSQF Domain	Outcomes of the Qualification/Component	How the outcomes relates to the NSQF level descriptors	NSQF Level
Process	<p>The Crochet Lace Maker- Apparel carries out a job with limited range of activities. In this case, the tasks carried out are around crocheting of apparel products/components, carried out in a routine and predictable manner. The examples for the same include tasks carried out to do the following</p> <ul style="list-style-type: none"> • tracing pattern from the master pattern • carry out the basic process of crocheting used for making apparel/ apparel components 	<p>The Qualification is level 3 since all work is as per routine and there is no need for a clear choice.</p>	3

Professional
knowledge

The Crochet Lace Maker- Apparel needs basic facts, process and principle applied in trade of employment which in this case is crochet lace making for apparel products/components as per specifications provided. Examples:

- different crocheting processes for making crochet apparel products
- methods of joining crochet units/motifs the process of making neck laces
- techniques of making different motifs/ elements

Factual Knowledge of Field or study is not required for this level, therefore it is level 3.

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"> • start crocheting from the correct position in the apparel panel with the specified crochet stitch • carry out the finishing of the crochet lace apparel product as per instructions • join the crochet panels with using appropriate method to make the apparel product without any attachment defects 	It is at level 3 as the skill of differentiating between bad and good quality is required.	3
Core skill	<p>The Crochet Lace Maker- Apparel 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"> • weigh the yarn and note it down • measure the given master pattern • apply the allowed tolerances • check the crochet lace/product against the pattern to ensure the correct dimension and shape 	Basic oral and written communication is required so its level 3	3

Responsibility	<p>The Crochet Lace Maker- Apparel works largely on instruction from supervisor and laid down procedures. She/ He also has some responsibility for work including for delivery on time and as per schedules standards, but beyond that is not accountable</p> <p>Examples:</p> <ul style="list-style-type: none"> • ensure that the crocheted garment panels are of the required shapes and sizes • carry out work safely and at a rate which maintains work flow and quality 	<p>Given the limited scope of responsibility for own learning and work this is at level 3.</p>	3

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

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 37,500 Crochet Lace Makers- Apparel are engaged; of which the estimated uptake would be 26,250 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

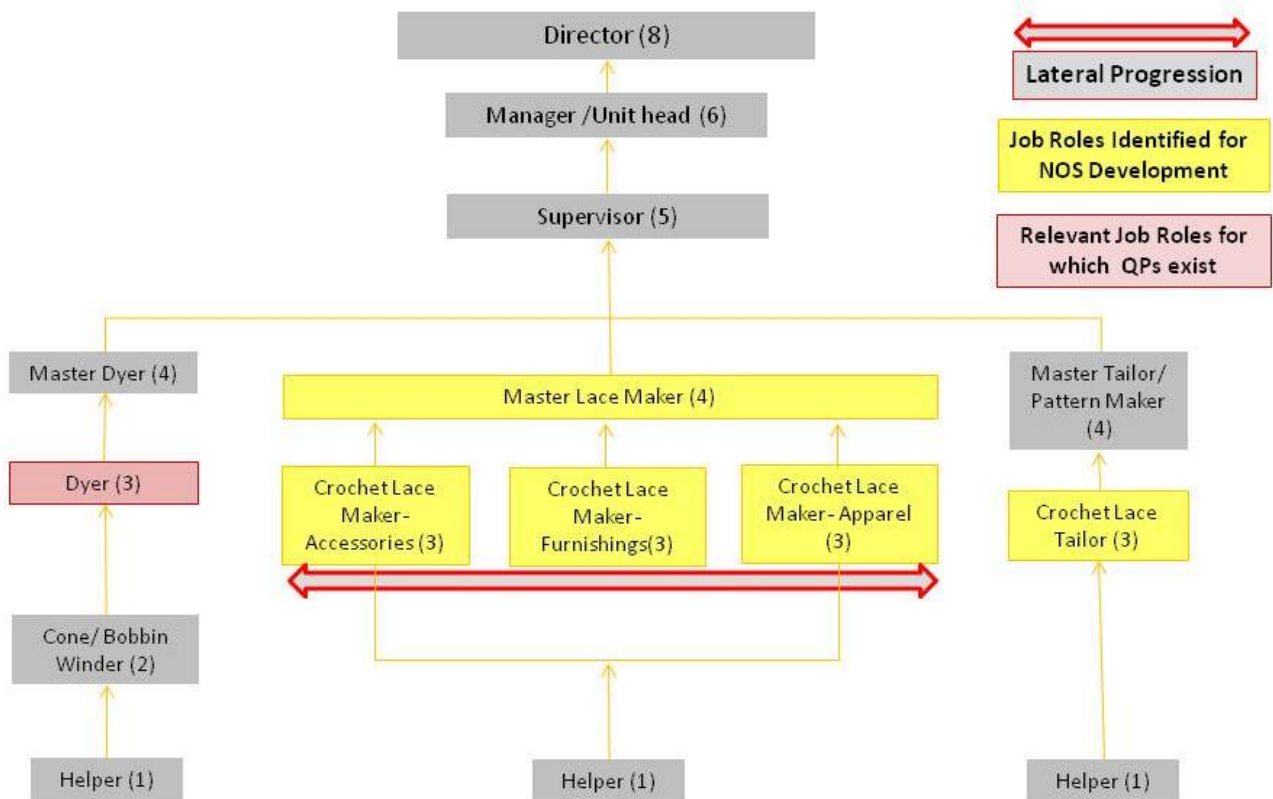
A formal review is scheduled in two year time i.e. 2018

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 master crochet lace maker

Crochet Lace Handicrafts Subsector: Detailed Career progression



List of companies validating the QP

S. No	Name of Organisation	Contact	Employee Size
1	Lace Park, Narasapuram	Mrs. R. Baby	Large
2	Girija Lace Industries	Mrs. Girija Bondapalli	Large
3	Apoorva Handicrafts, AP	Mr. D. N. Murthy	Large
4	Baby Lace Industries, AP	Mr. M. Ramana Murthy	Large
5	Godavari Delta Women Lace Artisans Co-Operative Cottage Industries Society Ltd, Narsapur	Mr. G. Satish	Large
6	Godavari Village Crafts, AP	Mr. Srihari Rao	Large
7	Golden Lace Exports, AP	Mr. Gopala Krishna	Large
8	Jay Enterprises, AP	Ms. P. Meenakshi	Large
9	Sri J. J. Lakshmi & Co, AP	Mr. K. V. Swamy	Large
10	K. S. Naidu & Co., AP	Mr. K. Dakshina Murty	Large
11	Kalavakolanu Lace, AP	Ms. K. Suryakumari	Large
12	Natesh Kumar Lace Industries, AP	Mr. T. N. Rao	Large
13	P. Veeraiah & Co, AP	Mr. P. Ramachandra	Large

		Murthy	
14	Ramakrishna Paramahansa & Co. (RKPH), AP	Ms. K. N. Tilasi Rao	Large
15	Scads Garment Exorts	Mr. Srinivas Rao	Large
16	Swamy & Co., AP	Mr. Ram Chandrudu K	Large
17	Swarna & Co., AP	Mr. A. S. V. Babu	Large
18	T. M. Rao & Sons, AP	Mr. T. V. Swamy	Large
19	A. V. Exports, AP	Mr. Brahma Rao	Large
20	Devi & Co., Ap	Mr. P. Pratap	Large
21	Excel Handicrafts	Mr. M. T. Girivasu	Large
22	Loyola Exports, AP	Mr. B. Uday Bhaskarnaidu	Large
23	Mallika Lace Industries, AP	Mr. A. Basava	Large
24	Sri Maatha Lace Exporters, AP	Mr. Hari Rama Krishna	Large
25	Sridevi & Co, AP	Ms. T. Sridevi	Large
26	T. Ganapathi & Co., AP	Mr. T. Ganapathi	Large
27	T. S. Prakash Rao & Co., AP	Mr. T. S. Prakash	Large
28	Vennela Lace Crafts, AP	Mr. B. Venkateswara	Large
29	Narasapur Producer Transform Pvt. Ltd	Mr. P. D. Sudheer Kumar	Medium
30	The Laxmaneswaram Village Alankrithi Lace Manufacturing Mahila MAC Society	Mrs. P. Kanakadurga	Medium
31	The Serepalem Village Alankrithi Lace	Mrs. Gade Nagaveni	Medium

	Manufacturing Mahila MAC Society		
32	The Seethampuram Village Alankrithi Lace Manufacturing Mahila MAC Society	Mrs. K.Suryakumari	Medium
33	The Veeravasaram Village Alankrithi Lace Manufacturing Mahila MAC Society- W. Godavari dist.	Mrs. Satyavani	Medium
34	The Elamanchili Village Alankrithi Lace Manufacturing Mahila MAC Society	Mrs. A.Suryakumari	Medium
35	The Doddipatla Village Alankrithi Lace Manufacturing Mahila MAC Society	Mrs. Mathaji	Medium
36	The Pasaladeevi Village Alankrithi Lace Manufacturing Mahila MAC Society- Pasaladeevi	Mrs. Baby Rangisetty	Medium
37	The Kalipatnam Village Alankrithi Lace Manufacturing Mahila MAC Society Ltd	Mrs. P. Mutyalamma	Medium
38	Society for Health, Agriculture and Rural Education	Mrs. N. Subhashini	Medium
39	The Mogalthuru Village Alankrithi Lace Manufacturing Mahila MAC Society- Mogalthuru	Mrs. B. Prabhavathi	Medium

40	Swarna Bharathi (SHG)	Mrs. T. Radhamani	Small
41	The Mastyapuri Village Alankrithi Lace Manufacturing Mahila MAC Society- W. Godavari dist.	Mrs. S. Kasturi	Small
42	The Tholeru Village Alankrithi Lace Manufacturing Mahila MAC Society Ltd	Mrs. Nagamani	Small
43	The S.Chikkala Village Alankrithi Lace Manufacturing Mahila MAC Society	Mrs. Y.Adilakshmi	Small
44	Mahabaleshwar Hastakala Vikas Nigam, Maharashtra	Mr. Suresh. K. Danam	Small
45	The Modi Village Alankrithi Manufacturing Mahila MAC Society Ltd.	Mrs. S. Vijayalakshmi	Small
46	The Thurputallu Village Alankrithi Lace Manufacturing Mahila MAC Society- Thruputallu	Mrs. Ch SubbaLakshmi	Small
47	The Vemuladevi-1 Village Alankrithi Lace Manufacturing Mahila MAC Society- Vemuladeevi	Mrs. Thota Radha	Small
48	The Digamarru Village Alankrithi Lace Manufacturing Mahila MAC Society	Mrs. Y.Rajeswari	Small

49	The Lankalakoderu Village Alankrithi Lace Manufacturing Mahila MAC Society- Lankalakoderu	Mrs. A Satyamamba	Small
50	Lace Knitting and Rural Development Association (LRDA), West Godavari District	Mrs. Girija Bondapalli	Small