

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:

Textile Sector Skill Council (TSC)

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List of documents submitted in support of the Qualifications File

1. Career Map of Jute Weft Winding Operator - [Annexure 1](#)
2. QP TSC/Q0304- [Annexure 2](#)
3. Skill gap report for textile sector 2011-2022 - [Annexure 3](#)
4. Production for EOI for AA Accreditation of assessment Agencies and Assessment Framework - [Annexure 4](#)
5. Format for EOI for AA Accreditation from TSC - [Annexure 5](#)

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SUMMARY

Qualification Title	Jute Weft Winding Operator
Qualification Code	TSC/Q0304
Nature and purpose of the qualification	This is a Qualification Pack (QP) containing National Occupational Standards for the job role - Jute Weft Winding Operator The main purpose of the qualification and the target learners is to get unemployed people into work and to upgrade the skills of people already in work.
Body/bodies which will award the qualification	Textile Sector Skill Council (TSC)
Body which will accredit providers to offer courses leading to the qualification	Textile Sector Skill Council (TSC)
Body/bodies which will carry out assessment of learners	<ol style="list-style-type: none"> 1. The Assessors Guilds 2. Cindrel Infotech Private Limited 3. Intouch Financial Services Pvt. Ltd. 4. PVR Skill Central Pvt. Ltd.
Occupation(s) to which the qualification gives access	Post Spinning, Jute
Licensing requirements	N/A
Level of the qualification in the NSQF	4
Anticipated volume of training/learning required to complete the qualification	300 hours
Entry requirements and/or recommendations	<p>Minimum Educational Qualifications - 5th Standard pass, preferably</p> <p>Experience - 6 months job practice in post spinning department</p> <p>Minimum Job Entry Age - 18 years</p>
Progression from the qualification	<p>This entry should refer to one or more of the following:</p> <ul style="list-style-type: none"> - access to other qualifications at the same NSQF level - NA - access to related qualification(s) at the next NSQF level – Sardar
Planned arrangements for the Recognition of Prior learning (RPL)	<p>CHECK/ CONTRACT</p> <p>Textile SSC (Jute Sector) is working along with Jute industry for skill profiling of the existing work force in the industry. Arrangements and process guidelines are under Development.</p> <p>The process and guidelines will take time to evolve as NSDC is yet to notify its guidelines on the same and once the requisite guidelines are share, TSC shall prepare on the same Lines.</p>
International comparability where	Attempt was made to understand the international standards followed under this Qualification pack. Over 97% of the World's Jute production

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known	comes from India and Bangladesh. Bangladesh follows Indian standards. It is important to note that most of the countries who have defined NOS do not have a Jute textile industry. However, numeracy, literacy and basic science levels have been considered during the preparation of NOS in order to match with the existing Indian industry requirements. It is also to be noted that a large section of this industry having fulfilled the stringent export norms, justifies the Standardisation of such a qualification pack. The source of this comparison has been based on the desk research and TSC would undertake evaluation of the same through other suggested methods.		
Date of planned review of the qualification.	09/08/2020		
Formal structure of the qualification			
Title of component and identification code.	Mandatory/ Optional	Estimated size (learning hours)	Level
TSC/N0313 Taking charge of shift and handing over shift to Jute weft winding Operator	Mandatory	42	3
TSC/N0314 Creeling and cop winding	Mandatory	65	3
TSC/N0315 Maintaining the cop dimension and doffing the jute weft package	Mandatory	56	3
TSC/N9009 Maintain work area, tools, material handling equipment and machinery for jute processing	Mandatory	33	3
TSC/N9002 Working in a team	Mandatory	32	3
TSC/N9003 Maintain health, safety and security at workplace	Mandatory	40	3
TSC/N9010 Comply with industry and organizational requirement in jute sector	Mandatory	32	3

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

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

1. QP TSC/Q0304 - [Annexure 2](#)

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SECTION 1

ASSESSMENT

Body/Bodies which will carry out assessment:

If there will be more than one assessment body for this qualification, give details.

1. The Assessors Guilds
2. Cindrel Infotech Private Limited
3. Intouch Financial Services Pvt. Ltd.
4. PVR Skill Central Pvt. Ltd.

These assessing agencies have been chosen through a transparent process after thorough scrutiny of the credentials presented in response to the RFP. All of them have prior experience of carrying out similar assessment for their SSCs in the past and have presented their assessment methodology that details the assessor identification methodology. The assessing agencies were relatively graded and then those which qualified were allotted regions. The exercise was done by C3A- Committee for Affiliation, Accreditation and Assessment comprising of Industry experts.

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

Give details of how RPL assessment for the qualification will be carried out and quality assured.

The assessment body shall be responsible for RPL assessment.

In RPL, the candidate has acquired the skills and knowledge while working and requires assessment and certification only. RPL is the acknowledgement of skills and knowledge obtained through:

- Formal training
- Work experience
- Life experience

The focus of RPL is the complete gained from these experiences; not how, when, or where the learning occurred.

Process or steps in RPL assessments:

1. Offering RPL to potential candidates
2. Providing information to the candidates
3. Self-assessment
4. Evidence collection
5. Assessment and making the decision
6. Feedback to the candidates
7. Documentation of outcomes

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.

- a) The emphasis is on 'learn-by-doing' and practical demonstration of skills and knowledge based on the performance criteria.
- b) The assessments papers are developed by Subject Matter Experts (SME) available with the Assessment Agency as per the performances and assessment criteria mentioned in the Qualification Packs.
- c) The assessments papers are also checked for the various outcome based parameters such as quality, time taken, tools & equipment requirement, etc.
- d) The assessments are designed so as to assess maximum parts during the practical hands on work. Duties and responsibility of Fitter Shuttle-Less Weaving Machine: Water jet also assessed. The

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technical limitations at the training centres are taken care in theory and viva.

- e) The assessments are instructed to hire assessors with integrity, reliability and fairness. Each assessor shall sign a document with its assessment agency by which they commit themselves to comply with the rules of confidentiality and conflict of interest, independence from commercial and other interests that would compromise impartiality of the assessments.
- f) The assessments are instructed to ideally have assessors with right mix of industry experience, academia and these are detailed in Assessment Agency Protocol
- g) The assessors selected by Assessment Agencies are scrutinized and made to undergo training and introduction to Assessment Framework, competency based assessments, assessors guide etc.
- h) The assessors are provided with assessors guide developed by the Subject Matter Expert of the Assessment Agency or by Textile SSC as per Assessment Framework. The assessment guides are developed to ensure the maximum possible consistency/transparency in the assessment by different assessors and elaborate on the following:
 1. Qualification Pack Structure.
 2. Guidance for the assessors to conduct theory, practical and viva assessments.
 3. Guidance for trainees to be given by assessor before the start of the assessments.
 4. Guidance on assessment process, practical brief with step of operational practical observation checklist Attendance Sheet and mark sheet.
 5. Viva guidance for uniformity and consistency across the batch.
 6. Guidance on assessment evidence collection.

The assessment results are backed by evidence collected by assessors.

1. The assessors need to collect a copy of the attendance for the training done under the scheme. The attendance sheets are signed and stamped by the in charge/ Head of the training centre.
2. The assessors need to verify the authenticity of the candidate by checking the photo ID card issued by the institute as well as any one Photo ID card issued by the Central/Government. The same need to be mentioned in the attendance sheet. In case of suspicion, the assessor should authenticate and cross verify trainee's credential in the enrolment form.
3. The assessors need to take a camera to click photograph of the trainees working on the job and giving theory exam as evidence.
4. The assessors also need to carry a Photo ID card.
5. The assessors also need to take the photographs as evidence from appropriate angles/sides of the final work piece/job submitted by the trainee.
6. The details on assessment framework are elaborated in Textile SSC protocol for accreditation of Assessment Agencies and Assessment Framework.

All accredited Assessment Agencies follow the "Textile SSC protocol for accreditation of Assessment Agencies and Assessment Framework". Each NOS in the Qualification Pack (QP) will be assigned a relative weightage for assessment based on the criticality of the NOS. Therein each Performances Criteria in the NOS will be assigned marks for or practical based on relative importance, criticality of function and training infrastructure.

Please attach any documents giving further information about assessment and/or RPL.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

1. Format for EOI for AA Accreditation from TSC- [Annexure 5](#)
2. Protocol for Accreditation of Assessment Agencies and Assessment Framework – [Annexure 4](#)

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ASSESSMENT EVIDENCE

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

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

CRITERIA FOR ASSESSMENT OF TRAINEES

Job Role: Jute Weft Winding Operator Qualification Pack: TSC/Q0304 Sector Skill Council: Textile Sector Skill Council (TSC)
<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 centre (as per assessment criteria below.) 4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training centre based on this criteria. 5. To pass the Qualification Pack, every trainee should score a minimum of 80% 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. 7. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack.

Title of Component:

Assessable Outcomes	Assessment Criteria	Total Marks	Out of	Theory	Practical Skills
TSC/N0313 Taking charge of shift and handing over shift to Jute weft winding Operator	PC1.reach at least 10 - 15 minutes early to the work place		3	1	2
	PC2.bring the necessary operational tools (knife, gauge) to the department		3	1	2
	PC3.collect from the operator in previous shift the information regarding the jute yarn count being processed		4	2	2
	PC4.follow norms of quality, production norms, safety norms or any other specific instructions, etc.		5	3	2
	PC5.understand the count of yarn produced, colour codes followed in the cop winding		5	3	2
	PC6.ensure availability of full spinning bobbins (the feed material) for jute cop winding machine		4	2	2
	PC7.ensure cleanliness of the machines & other work areas		4	1	3

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	PC8.check whether any spare / raw material/lubricant / tool / yarn / any other material are thrown on the ground or under the machines or in the relevant work place		5	3	2
	PC9.run the machine smoothly		5	2	3
	PC10.ensure in providing the details regarding count of jute weft yarn, colour coding followed in spinning and winding as per allocated number of cop spindles or machines		5	3	2
	PC11.provide all relevant information regarding the jute count produced, and idle spindle of cop winding machine		5	3	2
	PC12.ensure proper functioning of the machine and report to the supervisor if there is any anomalies or problem found To be competent, the user/individual on the job must be able to:		4	2	2
	PC13.hand over the shift to the incoming Jute Weft Winding Operator r in proper manner and get clearance from the incoming counterpart		5	2	3
	PC14.report to the supervisor and incoming Jute Weft Winding Operator if there is any quality change and maintenance work done/or left during his shift		5	3	2
	PC15.report to the supervisor all specific observations for all running jute spinning and winding machinery		3	1	2
		Total	65	32	33
TSC/N0314 Creeling and cop winding	PC1.pick up yarn bobbins (feed material) and place them on the bobbin spindles as required		4	2	2
	PC2.ensure that the bobbins of correct yarn count are taken for feeding		4	2	2
	PC3.patrol around the cop winding machine and to notice the time of exhaustion, if any, for fed yarn spinning bobbins to the cop winding machine,		4	1	3
	PC4.ensure proper placement of the yarn bobbin in the holder and its tension,		5	2	3
	PC5.ensure that minimum time is taken for creeling the yarn bobbins		5	2	3
	PC6.replace the empty feed bobbins with full ones and put the empty bobbins on the conveyer/ box.		5	2	3
	PC7.report about the defective feed bobbin, if any		4	2	2
	PC8.ensure that the spinning yarn bobbin is fully consumed		4	1	3
	PC9.ensure safety while creeling and joining or knotting the yarn		5	2	3
	PC10.use hand knotters for knotting the broken yarn or during cop change and during yarn breakage		5	2	3

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	PC11.take minimum time for knotting using weavers' knot		5	2	3
	PC12.ensure that the knots are of good strength, small in size and of minimum tail ends.		4	2	2
	PC13.remove thick places of jute yarns, slubs, etc., if visible during knotting.		5	2	3
	PC14.refrain from joining yarn without knotting		4	2	2
	PC15.pull yarn from bobbin through thread guide correctly		4	1	3
	PC16.maintain uniform tension in all cop winding spindle heads		5	2	3
	PC17.ensure uniform winding of the yarn on each cone(for cop)		4	2	2
	PC18.ensure proper material handling of spinning bobbins, cops and empty bobbins		4	2	2
		Total	80	33	47
TSC/N0315 Maintaining the cop dimension and doffing the jute weft package	PC1.adjust the diameter of cops		5	2	3
	PC2.adjust the length of the cops		5	2	3
	PC3.check the diameter/ length of cops at regular interval by gauge		4	2	2
	PC4.check clutch lever, foot step weight and sensitive lever for good running of cop spindle		5	2	3
	PC5.inform the maintenance department in case of any defects in the lock nut or in other parts		4	2	2
	PC6.follow any other instructions relating to running of cop winding machines.		4	2	2
	PC7.doff the cops		4	2	2
	PC8.take minimum time to doff the cops		5	1	4
	PC9.identify the defective cops and keep them separately		5	2	3
	PC10.inform the sardar or supervisor if there is any soft or hard cop		4	2	2
	PC11.identify blunt and bullet head cop		5	2	3
	PC12.ensure that cop bundles are kept with identification slips and correct quality mark		5	2	3
	PC13.ensure proper stacking and transportation with care of cops		5	2	3
		Total	60	25	35
TSC/N9009 Maintain work area, tools, material handling equipment and machinery for each section of	PC1.maintain personal hygiene and human safety, machine safety and specific dress code		2	1	1
	PC2.carefully handle raw jute, slivers of jute, jute yarns and fabrics to minimize wastage		3	1	2
	PC3.carefully handle all tools such as hand root cutter, circular blade motorized root cutter, chopper, wooden block, bale hook, rope cutter, picking hook, brooms etc.		3	1	2

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jute processing as applicable	PC4.carefully handle moisture meter		2	1	1	
	PC5.carefully handle weigh machine,		2	1	1	
	PC6.use proper mechanical handling equipment for lifting and handling jute and other materials		3	1	2	
	PC7.keep all waste jute materials in a specified place for further processing		4	1	3	
	PC8.maintain a clean and hazard free working area, keeping floors free from all encumbrances		3	1	2	
	PC9.maintain tools and equipment being used for jute processing		3	1	2	
	PC10.carry out scheduled running maintenance like shift-wise cleaning and oiling in respective jute processing machinery		4	2	2	
	PC11.report to supervisor for any abnormal sound, from any machine for jute processing		2	1	1	
	PC12.report to supervisor all anomalies and unsafe conditions of equipment and other unprecedented occurrences		3	2	1	
	PC13.ensure that the doors and covers for gear side/ belt side of the jute machinery are kept properly closed and all machine guards are in appropriate place		3	1	2	
	PC14.ensure that standing place in working position are free from all encumbrances, to maintain correct posture of working/sitting/standing during working in respective jute processing machinery		3	1	2	
	PC15.use appropriate cleaning equipment like knife, brooms, pliers, screw driver etc. and follow appropriate cleaning methods for the work to be carried out in particular jute processing machine		2	1	1	
	PC16.stack/dispose jute fibre/sliver/yarn waste safely in the designated location/place/bag to help usage of all wastages for further processing		3	1	2	
	PC17.store all gadgets, tools and cleaning equipment safely after their use in designated place after cleaning them properly		2	1	1	
	PC18.carry out cleaning and minor/small maintenance jobs for each jute processing machine as per schedule within limits of specific responsibility, as instructed		3	1	2	
			Total	50	20	30
	TSC/N9002 Working in a team	PC1.be accountable to the own role in whole process		4	2	2
		PC2.perform all roles with full responsibility		4	2	2
PC3.be effective and efficient at workplace			4	1	3	

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	PC4.properly communicate about company policies		4	1	3
	PC5.report all problems faced during the process		4	1	3
	PC6.talk politely with other team members and colleagues		4	1	3
	PC7.submit daily report of own performance		5	2	3
	PC8.adjust in different work situations		4	1	3
	PC9.give due importance to others' point of view		4	2	2
	PC10.avoid conflicting situations		4	2	2
	PC11.develop new ideas for work procedures		5	1	4
	PC12.improve upon the existing techniques to increase process efficiency		4	1	3
		Total	50	17	33
TSC/N9003 Maintain health, safety and security at work place	PC1.comply with health and safety related instructions applicable to the workplace		5	2	3
	PC2.use and maintain personal protective equipment such as "ear plug", " nose mask", "head cap" etc., as per protocol		5	2	3
	PC3.carry out own activities in line with approved guidelines and procedures		4	2	2
	PC4.maintain a healthy lifestyle and guard against dependency on intoxicants		4	2	2
	PC5.follow environment management system related procedures		4	2	2
	PC6.identify and correct (if possible) malfunctions in machinery and equipment		5	2	3
	PC7.report any service malfunctions that cannot be rectified		4	2	2
	PC8.store materials and equipment in line with organisational requirements		4	1	3
	PC9.safely handle and remove waste		4	1	3
	PC10.minimize health and safety risks to self and others due to own actions		5	2	3
	PC11.seek clarifications, from supervisors or other authorized personnel in case of perceived risks		4	2	2
	PC12.monitor the workplace and work processes for potential risks and threat		5	2	3
	PC13.carry out periodic walk-through to keep work area free from all hazards and obstructions		5	2	3
	PC14.report hazards and potential risks/ threats to supervisors or other authorized personnel		4	1	3
	PC15.participate in mock drills/ evacuation procedures organized at the workplace		4	2	2
	PC16.undertake first aid, fire-fighting and emergency response training, if asked to do so		5	2	3

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	PC17.take action based on instructions in the event of fire, emergencies or accidents		5	2	3
	PC18.follow organisation procedures for shutdown and evacuation when required		4	2	2
	PC19.identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry		4	2	2
	PC20.recognise other possible security issues existing in the workplace		4	2	2
	PC21.recognise different measures to curb the hazards		4	2	2
	PC22.communicate the safety plan to everyone and		4	2	2
	PC23.attach disciplinary rules with the implementation		4	2	2
		Total	100	43	57
TSC/N9010 Comply with industry and organizational requirement in jute sector	PC1.perform assigned duties effectively section- wise / machine- wise		4	1	3
	PC2.take full responsibility for desired performance		4	1	3
	PC3.be accountable towards the job role and assigned duties		4	2	2
	PC4.report any anomalies found in the section / machinery to the Sardar (Jobber) or Supervisors		4	2	2
	PC5.take drive on self-learning for improving efficiency		4	2	2
	PC6.co-ordinate with all the team members and colleagues		4	2	2
	PC7.communicate politely		3	1	2
	PC8.avoid conflicts and miscommunication		3	1	2
	PC9.take part in Quality Circle activity to discuss process and innovative ideas in Quality Circle		4	2	2
	PC10.take all initiative to achieve organisational norms for processing of yarn and fabrics of jute and to motivate all other fellow workers to follow them		5	3	2
	PC11.implement the collection of wastage in a proper method (as instructed) for further processing		4	2	2
	PC12.follow specific environmental regulation for jute industry		4	1	3
	PC13.keep area of work and machine clean		3	1	2
		Total	50	21	29

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Means of 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.

The assessment for the theory part will be based on knowledge bank of questions created by the SSC. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training centre (as per assessment criteria below.)

Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training centre based on this criteria.

Means of assessment 2

[Add boxes as required.](#)

Pass/Fail

To pass the Qualification Pack, every trainee should score a minimum of 80% in every NOS.

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.

In case of *unsuccessful completion*, the trainee may seek reassessment on the Qualification Pack.

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SECTION 2

EVIDENCE OF LEVEL

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OPTION A

Title/Name of qualification/component:		Level: 3	
NSQF Domain	Outcomes of the Qualification/Component	How the job role relates to the NSQF level descriptors	NSQF Level
Process			
Professional knowledge			
Professional skill			
Core skill			
Responsibility			

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OPTION B

Title/Name of qualification/component: Jute Weft Winding Operator			Level: 4
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
Process	<p><u>Work is familiar, predictable and routine:</u></p> <ul style="list-style-type: none"> bring the necessary operational tools to the department pick up feed yarn bobbin and place it on the bobbin spindle as required use hand knotters for knotting the broken yarn or during cop change and during yarn breakage remove thick places, slubs etc. from yarn, if visible during knotting doff the full cops, place in the bin and arrange to start operation for new cop start and stop the machines as and when necessary handling of full cops, empty cops and full cones handling of waste material report to the maintenance incharge and supervisor if the machine is not functioning properly 	<p>A Weft winding operator gets work allotted by his supervisor and is responsible for maintaining the winding efficiently so as to get maximum output with minimum defects, with less cost of production giving due importance to safety and environment aspects. He should carry out all the activities like bobbin creeling, proper yarn mending identification of defective bobbins, defective cops, adjustment of cop diameter, cop length minor defects of machine. This operator proactively identifies the causes that may result in machine faults and causes of defective cops. ensure that quality and productivity is maintained.</p> <p>Hence NSQF Level is 4</p>	4
Professional knowledge	<p><u>Factual knowledge of the field:</u></p> <ul style="list-style-type: none"> importance of colour coding followed for different counts importance of cleanliness at workplace process and material flow in a jute mill procedure for material handling of spinning bobbin, cop, hand knotters standard procedure for knotting using hand knotters function of different parts in cop winding machine 	<p>A Weft winding operator needs to know the process flow and material flow in a jute mill and concerned person for these activities. Should have understanding of different types of yarn, count of yarn blended yarns, different types of cop winding machine and different types of feeding. Also know the causes of yarn defects incurred due to man and machine faults and able to identify and also able to rectify minor defects. The importance of yarn quality, safety mechanisms of the machines, stop motions and indication lamps. Proper handing over shift and taking over shift is very important for continuance of the production. Also should follow SOP and safety standards maintained</p>	4

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Title/Name of qualification/component: Jute Weft Winding Operator			Level: 4
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
	<ul style="list-style-type: none"> • various knotting defects and reasons for defects • the production process and the specific work activities that relate to the whole process • equipment operating procedures / supervisor's instructions • material handling of cop and spinning bobbin • effects of contamination on products i.e. machine oil, dirt, foreign materials • process flow in a textile mill and the concerned workers • material flow in a textile mill and the required person • potential accidents and emergencies and response to these scenarios • ill-effects of alcohol, tobacco and drugs 	<p>by the company.</p> <p>Hence NSQF Level is 4</p>	
Professional skill	<p><u>Recall and demonstrate practical skill, routine and repetitive in narrow range of application, using appropriate rule and tool:</u></p> <ul style="list-style-type: none"> • bring the necessary operational tools to the department • check the cleanliness of the machines & other work areas • check whether any spare/raw material/ tool / yarn / any other material are thrown under the machines or in the other work areas • pick up feed yarn bobbin and place it on the bobbin spindle as required • report about the defective feed bobbin, if any • use hand knotters for knotting the broken yarn or during cop change and during yarn breakage • remove thick places, slubs etc. from yarn, if visible during 	<p>A Weft winding operator plans and manages work routine based on instructions from supervisor, attends various programs/meetings, provides suggestions in interest of the company, extends voluntary support wherever required. Also identifies the real cause of a problem and applies problem-solving approach to get the best suitable solution, refers defects to the supervisor and seeks clarification on problems from others. Ensures maximum utilization and minimum wastage of sliver and minimum machine breakdown time. Demonstrates repetitive skills like procedures for operating different material handling tools and Equipment.</p> <p>Hence NSQF Level is 4</p>	4

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Title/Name of qualification/component: Jute Weft Winding Operator			Level: 4
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
	<p>knotting</p> <ul style="list-style-type: none"> • doff the full cops, place in the bin and arrange to start operation for new cop • check length and diameter of cops frequently • ensure that cops shall be stacked and transported with care • follow the instructions of the superiors during count change & do the necessary changes • proper handling of full cops and spinning bobbins • report to superiors immediately, if any defects such as yarn shade variation, strength variation, twist variation, stains etc. are found • handling of full cops, empty cops and full cones • handling of waste material • ensure cleanliness at work place • check the yarn builder whether loose or worn out • report to the maintenance incharge and supervisor if the machine is not functioning properly • dispose of waste safely in the designated location • store cleaning equipment safely after use 		
Core skill	<p><u>Language to communicate written or oral, with required clarity, skill to basic arithmetic and algebraic principles:</u></p> <ul style="list-style-type: none"> • meet the previous shift operator and collect the information regarding the count, process, issues faced by them with respect to the quality, production, spare, safety or any other specific instructions etc. 	A Weft winding operator able to convey clear and short sentences, makes daily work report, able to follow written instructions, communicates with the supervisor appropriately and talks to others to convey information effectively. Applies problem-solving approaches in different situations during the production and performs basic maintenance work required during the production process for quality	4

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Title/Name of qualification/component: Jute Weft Winding Operator			Level: 4
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
	<ul style="list-style-type: none"> • understand the count produced, colour coding, followed in the cop winding, for his allocated number of machine • ensure the technical details are mentioned in the display board in the winding machine • ensure in providing the details regarding count produced, colour coding followed in the winding for his allocated number of cop spindles or machines • write clear and short sentences • read and comprehend written instructions • communicate with supervisor appropriately • talk to others to convey information effectively • ensure correct count bobbin is taken for feeding • ensure that cop winding happens till the specified length or weight of the cop package is achieved • start doffing once the cop package is fully wound to the pre-determined length or weight • check length and diameter of cops frequently • variation in length and diameter of cops to be avoided • check clutch lever, foot step weight and sensitive lever • read any application sent by other colleagues • talk to others to convey information effectively • write daily work report • respond to emergencies, accidents or fire at the workplace 	<p>and uninterrupted output.</p> <p>Hence NSQF Level is 4</p>	

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Title/Name of qualification/component: Jute Weft Winding Operator			Level: 4
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
Responsibility	<p><u>Responsibility for own work and learning:</u></p> <ul style="list-style-type: none"> bring the necessary operational tools to the department check for spinning bobbin the feed material for cop winding machine check the cleanliness of the machines & other work areas patrol around the cope winding machine and identify the bobbin exhaust replace the empty feed bobbins with full ones and put the empty bobbins on the conveyer/ box report about the defective feed bobbin, if any identify the defective cop and keep them separately start and stop the machines as and when necessary dispose of waste safely in the designated location store cleaning equipment safely after use perform all roles with full responsibility be accountable towards the job role and assigned duties report to the maintenance incharge and supervisor if the machine is not functioning properly report to superiors immediately, if any defects such as yarn shade variation, strength variation, twist variation, stains etc. are found report to the maintenance incharge and supervisor if the machine is not functioning properly 	<p>A Weft winding operator takes charge of the shift after discussing in detail the issues faced with respect to the quality, production and safety, reports to his shift superior about issues faced in his shift and leaves the department only after getting concurrence for the same from his/her superiors. He is also responsible for maintaining work area, tools and machines and contributes in making the work place healthy, safe and secure and follows the industry & organizational compliances.</p> <p>Hence NSQF Level is 4</p>	4

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SECTION 3

EVIDENCE OF NEED

What evidence is there that the qualification is needed?

Please refer to the attached list of job roles and occupations as per the attachment and their career path as per [Annexure 1](#), which have been derived through extensive industry interactions facilitated from 2 workshops, 15 emails and 15 visit / one-on-one discussion conducted and interaction with 61 representatives from different organizations all over the country. 31 industries comprising of Large & Medium scale Industries, and 30 Small scale industries were involved in the validation process to make the Qualification Packs viable to the current Jute Industry requirements.

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

Please see [Annexure 3](#).

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

QPs for Job Roles of various related SSC's were studied to ensure that there is no duplicity.

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?

The comments, feedback and suggestions were collected through interaction with industry during September 15 to April 16. The same has been complied and justifiable change has been incorporated be incorporated in this version of the QP. This QP is also set to be revised, if necessary, and that revised QP expected to post within 01st December 2018.

Please attach any documents giving further information about any of the topics above.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

1. Skill gap report for Textile (Jute) Sector 2011-2022 – [Annexure-3](#)

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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?

Please refer to attached career path as per [Annexure 1](#) which clearly defines the career path.

Please attach any documents giving further information about any of the topics above.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

1. Career path of Jute Weft Winding Operator – [Annexure 1](#)
2. QP TSC/Q0304 - [Annexure 2](#)
3. Skill gap report for textile sector – “NSDC report on Human Resource and Skill Requirements in Textiles Sector” - [Annexure 3](#)
4. Protocol-for-Accreditation-of-Assessment-Agencies-and-Assessment-Framework- [Annexure 4](#)
5. Format for EOI for AA Accreditation from TSC - [Annexure 5](#)

List of companies validated the QP

Sl.No.	Name of the Company	Size of the Company
1	Alliance Mills Limited	Large
2	Reliance Jute Mills	Large
3	Agarpara Jute Mills	Large
4	Weaverly Jute Mills Pvt. Ltd.	Large
5	Kamarhatty Company Ltd	Large
6	Uma Spinners Pvt. Ltd.	Large
7	Ganges Jute Pvt. Ltd.	Large
8	Naihati Jute Mills Co. Ltd	Large
9	Hoogly Infrastructure Pvt. Ltd.	Large
10	Auckland International Limited	Large
11	Vijay Shree Pvt. Ltd.	Large
12	Mahadeo Jute & Industries Ltd	Large
13	Tepcon International (India) Ltd	Large
14	Ambica Jute Mills Ltd	Large
15	Bally Jute Company Ltd	Large
16	Premchand Jute & Industries Pvt Ltd	Large

Further contact details and a copy of the validation are submitted both with NSDC and NSDA

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Annexure 1: Career Map

The Career Progression would be as follows:

JUTE SPINNING SARDAR (jobber) CUM Jr. SUPERVISOR



JUTE WEFT WINDING OPERATOR



Jr. Jute WEFT WINDING OPERATOR

Annexure 2

QP Name – Jute Weft Winding Operator



TSCQ0304_Jute
Weft Winding_v1.pc

QP reference ID- TSC/Q0304 (click on the icon to view the QP)

Annexure 3

Click the link - NSDC report on Human Resource and Skill Requirements in Textiles Sector.



Skill Gap Analysis Report for Textile and Clothing Industry _ Report on Human Resource and Skill Requirements in Textile and Clothing Sector.pdf

Skill gap report for textile (Jute) Sector 2011-2022

Need of Skill development training:

To reduce the gap of manpower shortage at workers level or operator level in Jute Mills

To reduce the gap of manpower shortage at Jr Supervisors Level in Jute Mills

To source and to reduce the gap of manpower shortage at operator/artisan or self-employable person in JDP manufacturing by appropriate training in JDP sector.

To increase self-confidence /employability amongst trainees and to increase their future earnings after training through this project activities.

To Develop of Knowledge and Skill of Workers' & Junior Level Supervisors' and JDP manufacturing operators/Dyers/Printers /Weavers and Stitchers etc.

To Improve Productivity and Quality of jute products in both Jute mill sector and JDP sector

ERNST & YOUNG report:

ERNST & YOUNG on 23.11.2010 made a report on Manpower need assessment & implication that Jute Industry is Labour intensive and requires technical manpower and skilled workforce to run mill operations. 2.5 lakh workers across different function, another 1.5 lakh workers is associated indirectly with the allied sector.

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Jute mill Sector (Centralized Jute Sector) has really shortages of skilled workers, mistries and sardars and there is also dearth of skilled artisans/skilled operators, stitchers, weavers, dyers and printers etc. in Jute Diversified Product (JDP) manufacturing sector. Moreover, this industry has no arrangement of structured HRD training Programmes in this industry. So, any structured and tailor made HRD training Programme for this sector will be much beneficial for industry to improve productivity and maintenance of quality as well as improvement in work culture showing good overall impact in both of this Jute Mill and JDP sector.

Gap analysis:

Population of training requirement: Out of about 2.5 lakhs workers in jute mills, there are 20-30 % shortage of manpower at this level and out of requirement about 1.5 lakhs of manpower requirement in JDP sector there are shortages of about 0.50 lakhs skilled operator for JDP sector. Hence there is a need of taking such a training activities for jute sector.

Technical Staff	Recommended	Available	Gap
Technically qualified (Jute + Other Engg.)	70	43	27 (39%)
Technically qualified (Jute)	42	24	18 (42%)
Work Force Jute Mill Sector	Considering annual 1-2 % (Avg. 1.5 %) superannuation of Jute mill		5,000-6000 workers will be required annually for all the Jute Mills in India
JDP Sector	Growth of its share from 10% to 20 % by the end of 12th five-year plan period		requiring additional manpower about 7,500 per year

SOURCE: REPORT OF ERNST & YAOUNG SUBMITTED TO NJB IN MARCH, 2011

During preparation of 12th Five Year plan proposal for HRD for jute sector on behalf of NJB, Mot, Gol that there is huge requirement of manpower in jute industry as well as in JDP sector (mainly Sewer, handloom weavers, dyers and printers etc.). Considering annual 1-2 % (Avg. 1.5 %) superannuation of Jute mill workers and supervisors, there is requirement of about (considering 40 man-days per ton and total production of Jute goods is 16 lakh metric ton) about **5,000-6000 workers will be required annually for all the Jute Mills in India**

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(about 72 Jute Mills) and hence IJT has planned to train about 5000 trainees in each year for next 5 yrs. While in JDP Sector there is plan for growth of its share from 10% to 20 % by the end of 12th five-year plan period, **requiring additional manpower about 7,500 per year** and hence IJT has planned to train about 6,000 persons per year in decentralized sector (JDP sector). Moreover total no. of supervisor /technical staff requirement in jute industry as a whole considering about 2-2.5 % of total workers strength is 5000. Out of 5000 supervisor, if annual retirement and dissociation is considered to be around 10%, the annual requirement of new **Supervisors in all the Jute Mills will be around 500 per year.**

Annexure 4

Click on the icon to view – Protocol-for-Accreditation-of-Assessment-Agencies-and-Assessment-Framework



protocol.pdf

Annexure 5

Click on the icon to view – Format for EOI for AA Accreditation from TSC

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format for EOI for application as assessor to TSC.pdf

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