

NSQF QUALIFICATION FILE

CONTACT DETAILS OF THE BODY SUBMITTING THE QUALIFICATION FILE

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List of documents submitted in support of the Qualifications File

1. Career Map of Jute spinning Sardar (Jobber)cum Jr. Supervisor- [Annexure 1](#)
2. QP TSC/Q0204- [Annexure 2](#)
3. Skill gap report for Jute sector - [Annexure 3](#)
4. Production for EOI for AA Accreditation of assessment Agencies and Assessment Framework - [Annexure 4](#)
5. TP affiliation procedure and norms - [Annexure 5](#)

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Model Curriculum to be added which will include the following:

- Indicative list of tools/equipment to conduct the training
- Trainers qualification
- Lesson Plan
- Distribution of training duration into theory/practical/OJT component

SUMMARY

1	Qualification Title	Jute spinning Sardar (Jobber)cum Jr. Supervisor
2	Qualification Code, if any	TSC/Q0204
3	NCO code and occupation	2011/ 8151.9900
4	Nature and purpose of the qualification (Please specify whether qualification is short term or long term)	This is a Qualification Pack (QP) containing National Occupational Standards for the job role - Jute spinning Sardar (Jobber) The main purpose of the qualification is to get unemployed people into work and to upgrade the skills of people already working. The target learners are unemployed and those looking for skill improvement.
5	Body/bodies which will award the qualification	Textile Sector Skill Council (TSC)
6	Body which will accredit providers to offer courses leading to the qualification	Textile Sector Skill Council (TSC)
7	Whether accreditation/affiliation norms are already in place or not , if applicable (if yes, attach a copy)	The Training Partner affiliation norms are as per the guidelines of PMKVY scheme through SMART portal.  TP affiliation Norms.pdf
8	Occupation(s) to which the qualification gives access	Spinning , Jute
9	Job description of the occupation	The Jute Spinning Sardar is responsible to assist the supervisor and to guide the machine operators for smooth running of Jute Spinning and Winding Machines in the Spinning and Winding Departments in Jute industry.
10	Licensing requirements	N/A
11	Statutory and Regulatory requirement of the relevant sector (documentary evidence to be provided)	N/A
12	Level of the qualification in the NSQF	Level 4

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13	Anticipated volume of training/learning required to complete the qualification	300 hours
14	Indicative list of training tools required to deliver this qualification	Jute textile mill running for at least past 3 years with Jute Spinning and Winding machines with all required tools and setting gauges.
15	Entry requirements and/or recommendations and minimum age	Basic Literacy and Numeracy 0-6 Months experience in a Jute Mill as machine operator Minimum Job Entry Age- 21 years
16	Progression from the qualification (Please show Professional and academic progression)	<ul style="list-style-type: none"> - Access to other qualifications at the same NSQF level – Jute Pre-spinning Sardar cum Jr Supervisor - Access to related qualification(s) at the next NSQF level – Jute Spinning Supervisor
17	Arrangements for the Recognition of Prior learning (RPL)	The process and guidelines for RPL will be same as those for Pradhan Mantri Kaushal Vikas Yojana (PMKVY)

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18	International comparability where known (research evidence to be provided)	<p>Attempt was made to understand the international standards followed under this Qualification pack. Over 97% of the World's Jute production 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 relevant methods in due course of time.</p>	
19	Date of Planned Review of the Qualification	09/08/2022	
20	Formal Structure of the Qualification Mandatory components		
21	Title of the Component and Identification Code/NOSs/Learning Outcomes	Estimated size (Learning Hours)	Level
i)	TSC/N0213 Taking charge of shift and handing over shift to Jute Spinning Sardar (jobber)	56	4
	TSC/N0214 Preparing the jute spinning frame and jute winding machine for operation	64	4
	TSC/N0215 Ensuring process and quality control in jute spinning and winding	64	4
	TSC/N0216 Assisting supervisor for planning man-machine allocation	56	4
	TSC/N0217 Maintaining of quality in Jute spinning and winding	60	4

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	TSC/N9009 Maintain work area, tools, material handling equipment and machinery for jute processing	42	4
	TSC/N9002 Working in a team	36	4
	TSC/N9003 Maintain health, safety and security at work place	36	4
	TSC/N9010 Comply with industry and organizational requirement in jute sector	36	4
	Sub Total	300	

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SECTION 1

ASSESSMENT

21	<p>Body/Bodies which will carry out assessment:</p> <ol style="list-style-type: none">1. C K Skills Research & Development Pvt. Ltd2. Cindrel Infotech Private Limited3. Cocubes Technologies Pvt Ltd4. Edu Vantage Pvt Ltd5. Eduworld Consultants Pvt. Ltd6. Federation of Indian Woman Entrepreneurs7. FICCI8. Growwell Fincon Services9. Independent Qualitative Assessors Glide Pvt Ltd10. India Skill Pvt Ltd11. Intouch Financial Services Pvt. Ltd.12. Mettl (Induslynk Training Services Pvt Ltd)13. Navriti Technologies (P) ltd.14. PVR Skill Central Pvt. Ltd15. Rohstoffe International Pvt Ltd16. Shiksha Bharti17. Skill Mantra Edutech Consulting India Pvt Ltd18. The Assessors Guild (TAG)19. Trend Setter Skill20. Virtual Education Trust <p>These assessment bodies 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 exercise was done by C3A - TSC's technical Committee for Affiliation, Accreditation and Assessment comprising of Industry experts.</p>
22	<p>How will RPL assessment be managed and who will carry it out?</p> <p>The assessment body shall be responsible for RPL assessment.</p> <p>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:</p> <ul style="list-style-type: none">• Formal training• Work experience• Life experience

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	<p>The focus of RPL is the complete gained from these experiences; not how, when, or where the learning occurred.</p> <p>Process or steps in RPL assessments:</p> <ol style="list-style-type: none">1. Offering RPL to potential candidates2. Providing information to the candidates3. Self-assessment4. Evidence collection5. Assessment and making the decision6. Feedback to the candidates7. Documentation of outcomes
23	<p>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.</p> <ol style="list-style-type: none">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 Body 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 Jute Spinning Sardar also assessed. The technical limitations at the training centres are taken care in theory and viva.e) The assessments bodies are instructed to hire qualified and experienced assessors as per TSC's criteria who have 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 assessment bodies are instructed to ideally have assessors with the right mix of industry experience, academia and these are detailed in Assessment Agency Protocol of TSC.g) The assessors selected by Assessment Bodies are scrutinized and made to undergo training and introduction to Assessment Framework, competency based assessments, assessors guide etc. and they are assessed for Domain and assessment Skills. Only those assessors who clears both the assessments with minimum 80% marks in each are permitted to carry out assessments.h) The assessors are provided with "Assessors guide" developed by the Subject Matter Expert of the Assessment Body or by Textile SSC as per Assessment Framework. The "Assessor guides" are developed to ensure the maximum possible consistency/transparency in the assessment by different assessors and elaborate on the following:<ol style="list-style-type: none">1. Qualification Pack Structure.2. Guidance for the assessors to conduct theory, practical and viva assessments.

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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 sheets 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 Bodies 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 theory or practical based on relative importance, criticality of function and training infrastructure.

Relevant and recent documents giving further information about assessment and/or RPL.

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

ASSESSMENT EVIDENCE

24. Assessment evidences

Title of Component:

Outcomes to be assessed/NOSs to be assessed	Assessment criteria for the outcome
<p>1.TSC/N0213Taking charge of shift and handing over shift to Jute Spinning Sardar (jobber)</p>	<p>PC1.reach at least 15 - 20 minutes early to the work place</p>
	<p>PC2.ensure in consultation with supervisor, proper man-machine allocation to the extent possible</p>
	<p>PC3.make arrangement for necessary operational tools (knife, piecing hooks and winding knotter hook etc. required for this department)</p>
	<p>PC4. collect from spinning sardar of previous shift information regarding process parameters, material flow, material shortage ,if any, quality change and quality codes and machine breakdown and maintenance undertaken</p>
	<p>PC5.assess the fed material (jute sliver from 3rd/ finisher drawing) position and report to supervisor for excess or shortage of any particular quality material/ sliver /empty cans/empty bobbins etc in the spinning department .</p>
	<p>PC6.check quality of feed material (sliver from finisher drawing machine) for spinning and winding machine (right quality of warp and weft yarn and defects in spinning bobbins)</p>
	<p>PC7.take a quick round in the department to check that in spinning department there is no undesirable mixing of material such as fibre, cans/bobbins etc. deviating from production plan / schedule</p>
	<p>PC8.find out the nature of breakdown, cause and the machine idle time, if a breakdown occur in this shift or even in previous shift,</p>

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	PC9.assure the availability of full sliver cans to feed in the spinning machine required, and numbers of spinning and that of bobbins to be feed in winding machine (warp and weft winding)
	PC10.ensure that there is no roller lapping in jute spinning frame (coarser and fine jute yarn count) and winding machines (warp/spool winding and weft/cop winding,
	PC11.check and to collect the report regarding the cleanliness of the machines & working areas
	PC12.tune /check mechanical fault of the spinning and winding machine for deciding about necessary action for its maintenance in time before breakdown
	PC13.rectify, in consultation with supervisor any anomalies in yarn count , if found from SQC report
	PC14.assure during shift change all the spinning and winding machines are in running condition for specific yarn quality
	PC15.ensure that machines are cleaned and lubricated properly during shift change
	PC16.get clearance from the incoming counterpart Sardar (Jobber) before leaving the work spot after change of shift
	PC17.hand over the shift to the incoming spinning sardar in proper manner and get clearance from the incoming counterpart
	PC18.report to the supervisor and incoming spinning sardar if there is any quality change and maintenance work done/or left during his shift
	PC19.report to the supervisor all specific observations for all running jute spinning and winding machinery (about their running / shortages of feed materials, if any / maintenance required / done in any of machinery and absenteeism of workman)
2.TSC/N0214Preparing the jute spinning frame and jute winding machine for operation	PC1.ensure proper drafting zone setting of different pitch jute spinning frame for processing coarse, medium and fine count yarn
	PC2.coordinate with maintenance people for proper setting of draft change pinion, twist pinion, felt bob position etc. for different count of yarn
	PC3.ensure that proper color code of cop for different count of jute yarn is maintained by the operator
	PC4.ensure that the winding packages are fault free.
	PC5.ensure that in case of fine yarn, color yarn is used by the operator at the time of joining yarn breakage

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	PC6.ensure proper setting of building zone
	PC7.coordinate with SQC people and confirm the grist of yarn running
	PC8.ensure there is no worn out parts in spinning
	and winding machine
	PC9.take report and ensure that all the spindles are in running condition
3.TSC/N0215 Ensuring process and quality control in jute spinning and winding	PC1.check the delivered material from finisher drawing frames in jute mills
	PC2.ensure that all indicator and stop motions are in working condition and are operating properly
	PC3.ensure sufficient number of finisher drawing sliver can stock
	PC4.check that proper number of doubling (2:1) is maintained by the operator at the finisher drawing frame, so that right quality in finisher drawing sliver is maintained as per jute yarn grist
	PC5.independently to take operator's report on the machines, immediately after breakdown occurs or any anomalies found / reported by the operator or by the Sardar himself
	PC6.ensure the removal of sliver lapping is done by the operator, without using knife and without damaging machine parts in spinning machine
	PC7.ensure that quality-wise identification mark for jute yarn (sacking warp, sacking weft, hessian warp, hessian weft and any other qualities) is proper
	PC8.find out the major and minor causes of low production, if any, in case of spinning and winding machines
	PC9.follow the instruction of shift supervisor for changing any quality of jute yarn and related change in machine setting / parts and process parameter in jute spinning machine
	PC10.record shift-wise wastage and report to supervisor if it is beyond the norm (0.5 % - 1 % in spinning and 0.2% - 0.3% in winding)
	PC11.ensure that empty sliver cans remain clean and fully empty before they are returned to the back process (finisher drawing machine)
	PC12.check time to time proper functioning of jute sliver crimping device in finisher drawing machine
	PC13.ensure that all jute sliver wastes are kept inside designated waste sliver cans only for returning to the back process for further use

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	PC14.ensure proper picking and cleaning of finisher drawing machine to avoid sliver shortage/wastage and to ensure that proper quality of fed jute sliver etc. are maintained as per spinning and winding production schedule
	PC15.ensure that the machines are well maintained, tuned/set and cleaned and lubricated properly following routine/schedule maintenance and smooth production
4.TSC/N0216 Assist supervisor for planning man-machine allocation	PC1.ensure all the workers are present
	PC2.ensure/allocate the spinning operators as per industry norm (one spinner per machine in coarser yarn and one spinner per two machine in fine yarn)
	PC3.ensure/allocate one reliever for 5 operator
	PC4.ensure/allocate bobbin shifter, can carrier as per norm (one bobbin shifter per 5 machine, one can carrier per 8 spinning machine)
	PC5.ensure/allocate number of spinning spindle per winder (two cop winder for one coarse side spinning frame and one spool winder for 1.25 fine side spinning frame)
	PC6.ensure sliver feeder, bobbin cleaner, department mazdoors are there in the department
	PC7.ensure maximum efficiency and minimum doffing time and minimum idle time for all machinery for finisher drawing (to assure right quality and quantity of feed materials) and also for jute spinning machinery and jute warp and weft winding machinery
	PC8.check idle spindle in spinning, idle drum in spool winding idle spindle in cop winding to rectify them immediately,
	PC9.ensure maximum efficiency and productivity of the spinning and winding machinery of the department maintaining the product quality and defect-free/minimum defective material
	PC10.ensure that operators maintains minimum idle/ down / stoppage time of drum/spindle during doffing of full winding package (spools for jute warp and cop for jute weft yarn)
	PC11.ensure that operator should maintain good work habit, loyalty and disciplinary norms of the company along-with machine safety and human safety and environmental aspects
	PC12.ensure that any machine parts/gears/lubricant/jute wastes are not thrown on ground and spool/cops are stacked properly, and

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	<p>machines are cleaned timely so that fluff does not settle on machine</p>
<p>5.TSC/N0217 Maintaining quality in Jute spinning and winding</p>	<p>PC1.check whether the jute sliver quality and jute yarn quality according to desired quality standards and specifications for the specific industry</p>
	<p>PC2.ensure that proper identification mark is always present for different counts of jute yarns being spun or wound</p>
	<p>PC3.ensure that uniform bobbin weight is maintained in spinning machine</p>
	<p>PC4.check and arrange replacement of defective machine parts of spinning and winding machinery by maintenance people in jute mills</p>
	<p>PC5.ensure proper wound angle and diameter in spool (warp package) and proper dia, cone length and length of the cop for jute weft (cop) yarn</p>
	<p>PC6.ensure that operator follows the right piecing (minimum overlapping of sliver) in spinning and minimum overlapping in jute yarn in winding machine by appropriate method and use of coloured yarn while piecing export quality yarn</p>
	<p>PC7.check and ask the maintenance department to rectify if there is any defect in the building of the bobbins (in spinning) or building the warp package (spool) and weft package (cop)</p>
	<p>PC8.ensure minimum sliver/yarn wastage during piecing and can changing</p>
	<p>PC9.ensure that operator must keep waste material inside his waste collection bag</p>
	<p>PC10.ensure the use of graphite powder lubricant (no grease/oil) in builder rail,</p>
	<p>PC11.find out the causes of end break in spinning machine, end break in winding(warp and weft) machine and take the remedial measures for excessive end breakage</p>
	<p>PC12.follow the instruction of Supervisor/shift In-charge during change of count and quality</p>
	<p>PC13.check frequently the quality of cop and spool and ensure that quality standards and specifications are maintained</p>
	<p>PC14.keep the empty spinning bobbin in the container provided for this</p>
	<p>PC15.ensure that operators join the broken ends by proper weavers' knots using mechanical knotter hook</p>
	<p>PC16.ensure that operators make the knots small and tight, with minimum yarn wastage</p>

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	PC17.ensure that operators release the yarn tightly after knotting to avoid snarls formation
	PC18. ensure that winding tension in all drum/spindles are same and uniform throughout winding operation
	PC19. ensure that defective packages (bobbins) are kept separately
	PC20. check the mark on the bobbin so that lot mixing can be avoided
	PC21. minimise unnecessary wastage of yarn while removing faults or during starting of winding and knotting
	PC22.report immediately to the supervisor or concern superiors, if any technological or mechanical problem occurs in machine
	PC23.ensure that no drum(for spool) or spindle(for cop) should remain idle in winding machinery
	PC24.ensure that all spinning bobbins are fully consumed/emptied if for any reason, it cannot be done, manual unwinding/emptying the spinning bobbins is to be arranged separately
6.TSC/N9009 Maintain work area, tools, material handling equipment and machinery for jute processing	PC1.maintain personal hygiene and human safety, machine safety and specific dress code
	PC2.carefully handle raw jute, slivers of jute, jute yarns and fabrics to minimize wastage
	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.
	PC4.carefully handle moisture meter
	PC5.carefully handle weigh machine,
	PC6.use proper mechanical handling equipment for lifting and handling jute and other materials
	PC7.keep all waste jute materials in a specified place for further processing
	PC8.maintain a clean and hazard free working area, keeping floors free from all encumbrances
	PC9.maintain tools and equipment being used for jute processing
	PC10.carry out scheduled running maintenance like shift-wise cleaning and oiling in respective jute processing machinery
	PC11.report to supervisor for any abnormal sound, from any machine for jute processing
	PC12.report to supervisor all anomalies and unsafe conditions of equipment and other unprecedented occurrences

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	<p>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</p> <p>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</p> <p>PC15.use appropriate cleaning equipment like knife, brooms, pliers, screw driver etc. and follow</p>
	<p>appropriate cleaning methods for the work to be carried out in particular jute processing machine</p> <p>PC16.stack/dispose jute fibre/sliver/yarn waste safely in the designated location/place/bag to help usage of all wastages for further processing</p> <p>PC17.store all gadgets, tools and cleaning equipment safely after their use in designated place after cleaning them properly</p> <p>PC18.carry out cleaning and minor/small maintenance jobs for each jute processing machine as per schedule within limits of specific responsibility, as instructed</p>
7.TSC/N9002 Working in a team	<p>PC1.be accountable to the own role in whole process</p> <p>PC2.perform all roles with full responsibility</p> <p>PC3.be effective and efficient at workplace</p> <p>PC4.properly communicate about company policies</p> <p>PC5.report all problems faced during the process</p> <p>PC6.talk politely with other team members and colleagues</p> <p>PC7.submit daily report of own performance</p> <p>PC8.adjust in different work situations</p> <p>PC9.give due importance to others' point of view</p> <p>PC10.avoid conflicting situations</p> <p>PC11.develop new ideas for work procedures</p> <p>PC12.improve upon the existing techniques to increase process efficiency</p>
8.TSC/N9003 Maintain health, safety and security at workplace	<p>PC1.comply with health and safety related instructions applicable to the workplace</p> <p>PC2.use and maintain personal protective equipment such as "ear plug", " nose mask", "head cap" etc., as per protocol</p> <p>PC3.carry out own activities in line with approved guidelines and procedures</p> <p>PC4.maintain a healthy lifestyle and guard against dependency on intoxicants</p>

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	PC5.follow environment management system related procedures
	PC6.identify and correct (if possible) malfunctions in machinery and equipment
	PC7.report any service malfunctions that cannot be rectified
	PC8.store materials and equipment in line with organisational requirements
	PC9.safely handle and remove waste
	PC10.minimize health and safety risks to self and others due to own actions
	PC11.seek clarifications, from supervisors or other authorized personnel in case of perceived risks
	PC12.monitor the workplace and work processes for potential risks and threat
	PC13.carry out periodic walk-through to keep work area free from all hazards and obstructions
	PC14.report hazards and potential risks/ threats to supervisors or other authorized personnel
	PC15.participate in mock drills/ evacuation procedures organized at the workplace
	PC16.undertake first aid, fire-fighting and emergency response training, if asked to do so
	PC17.take action based on instructions in the event of fire, emergencies or accidents
	PC18.follow organisation procedures for shutdown and evacuation when required
	PC19.identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry
	PC20.recognise other possible security issues existing in the workplace
	PC21.recognise different measures to curb the hazards
	PC22.communicate the safety plan to everyone and
	PC23.attach disciplinary rules with the implementation
9.TSC/N9010 Comply with industry and organizational requirements in Jute sector	PC1.perform assigned duties effectively section- wise / machine- wise
	PC2.take full responsibility for desired performance
	PC3.be accountable towards the job role and assigned duties
	PC4.report any anomalies found in the section / machinery to the Sardar (Jobber) or Supervisors
	PC5.take drive on self-learning for improving efficiency

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	PC6.co-ordinate with all the team members and colleagues
	PC7.communicate politely
	PC8.avoid conflicts and miscommunication
	PC9.take part in Quality Circle activity to discuss process and innovative ideas in Quality Circle
	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
	PC11.implement the collection of wastage in a proper method (as instructed) for further processing
	PC12.follow specific environmental regulation for jute industry
	PC13.keep area of work and machine clean
Means of assessment 1	<p>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.</p> <p>The assessment for the theory part will be based on knowledge bank of questions created by the SSC.</p> <p>Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training centre (as per assessment criteria below).). Wherever the candidate is not educated enough to go for Pen and paper assessments, questions maybe asked verbally and answers are to be marked by assessor.</p> <p>Individual assessment agencies will create unique evaluations for skill practical for every student at each Examination/training centre based on this criteria.</p>
Means of assessment 2	N.A.
Pass/Fail	<p>To pass the Qualification Pack, every trainee should score a minimum of 70% in aggregate or as specified by the funding scheme.</p> <p>In case of unsuccessful completion, the trainee may seek re-assessment on the Qualification Pack.</p>
	 <p>Certificate Template.pdf</p>

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SECTION 2

25. EVIDENCE OF LEVEL

Title/Name of qualification/Component: Jute Spinning Sardar		Level Number : 5	
NSQF Domain	Outcomes of the Qualification/ Component	How the outcomes relates to the NSQF Level descriptors	NSQF Level
Process	<p><u>Well-developed skill, Clear choice of procedures in familiar context:</u></p> <ul style="list-style-type: none"> • Assess the raw material position and record any excess or shortage of any particular • ensure quality material feed at the back or front of drawing, spinning and winding machine. • find out the nature of breakdown, and expected time to restart the machine. • aware of the quality standards, specifications and possible faults of slivers in draw frame • identify the cause for low production • ensure the quality production • ensure minimum hard waste • ensure minimum idle time of machine whatever may be the reason & maintain proper productivity of the department maintaining the product quality. 	<p>A Spinning sardar gets work allotted by his supervisor and is responsible for maintaining the efficiency of the Jute Spinning and Winding unit so as to get desired production with minimum defects and lowcost of production, while giving due importance to safety and environmental aspects. He should exhibits well developed skill to carry out and supervise all the maintenance activities like erecting, dismantling, assembling, levelling, attending & resolving repairs and breakdowns in Jute Spinning and Winding department. This operator is capable of proactively identifying the causes of faults due to man and machine faults and carries out regular preventive maintenance to ensure that quality and productivity is maintained.</p> <p>Hence NSQF Level is 5</p>	5

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<p>Professional Knowledge</p>	<p><u>Knowledge of facts, principles, processes and general concepts in a field of work or study:</u></p> <ul style="list-style-type: none"> • knowledge of waste collection system & equipment used • minimum quality requirements of the product with respect to permissible/non-permissible defects • functions of different parts of drawing frame, spinning frame, cop winding and spool winding machine. • different type of yarn defects, package defect and reason. • aware safety mechanisms of the machines & ensure that the same are in order • the importance of different types of fibres, yarn, hank and count • importance of piecing • importance of colour coding followed for different products in Jute mill • importance of material handling and types of material handling equipments used • importance of cleanliness at workplace • process flow in a jute mill • material flow in a jute mill • process flow and material flow in a spinning department • aware about BIS or Other standards like ISO 9001, ISO 14001, SA 8001 and SOP in jute mill 	<p>A Spinning sardar needs to know the process flow and material flow, principles of operation and general concepts for all Spinning and Winding machines for Jute. He has knowledge about different types of natural and manmade fibers and different types of yarns. The Spinning sardar knows about the principle of working mechanisms of the spinning machines, stop motions and indication lamps. In addition, he also knows about the general guidelines, SOP, Regulations, BIS & safety standards maintained by the company.</p> <p>Hence NSQF Level is 5</p>	<p>5</p>
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NSQF QUALIFICATION FILE

	<ul style="list-style-type: none"> • safe working practices to be adopted in jute mill • aware about quality systems and other processes practiced in the jute mill 		
Professional skill	<p><u>Range of cognitive and practical skills required to accomplish tasks and solve problems by selecting and applying basic methods, tools, materials and information:</u></p> <ul style="list-style-type: none"> • find out the causes of end break and take the remedial measure. • Ensure minimum idle time of machine whatever may be the reason & maintain proper productivity of the department maintaining the product quality. • Assess the material position and record any excess or shortage of any particular • predict the possible problems with defective feed material. • perform necessary settings while count change and quality change • find out the nature of breakdown, and expected time to restart the machine. • aware of the quality standards, specifications and possible faults of slivers in draw frame • Check the sliver quality and yarn quality are according to quality standards and specifications 	<p>A Spinning sardar manages work routine based on instructions from supervisor, attends various programs/meetings, provides suggestions in interest of the company. He also identifies the real cause of a problem and applies problem-solving approach to get the best suitable solution with high skilled <i>practical knowledge</i>. Ensures maximum utilization with minimum wastage of yarn and solve breakdown problems by <i>applying basic methods, tools</i> in maintenance activities with collective set of <i>materials and information</i>.</p> <p>Hence NSQF Level is 5</p>	5

NSQF QUALIFICATION FILE

Core Skill	<p><u>Desired mathematical skill; understanding of social, political; and some skill of collecting and organising information, communication:</u></p> <ul style="list-style-type: none"> • properly communicate about company policies • report all problems faced during the process • talk politely with other team members and colleagues • submit daily report of own performance • adjust in different work situations • give due importance to others' point of view • avoid conflicting situations 	<p>A Spinning sardar writes clear and short sentences, makes daily work report, writes grievance complaint application, comprehends written instructions, communicate appropriately and performs basic mathematical problems required for production and maintenance. He understands the social and political facts happening around his environment. A sardar can collect information effectively which required for communication with the superiors.</p> <p>Hence NSQF Level is 5</p>	5
Responsibility	<p><u>Responsibility for own work and learning and some responsibility for others works and learning:</u></p> <ul style="list-style-type: none"> • Ensure that all the machine operator collect the waste in the waste collection bags, and at the end of the shift should transport to a particular area • Weigh the sliver waste, record it and instruct workers to minimize it. • Department house-keeping should be good by maintaining the cleaning of floors. • Ensure that operators follow the right piecing method and use coloured yarn while piecing export quality yarn. • Ensure that operator must keep waste material inside the bag tied at his waste. 	<p>A Spinning sardar is responsible for achieving his own targets as well as for ensuring that all operators follow the right procedures. He sorts out minor issues faced operator in running the machine 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 operators for to maintain work area, tools and machines and contributes in making the workplace healthy, safe and secure and follows the industry & organizational compliances.</p> <p>Hence NSQF Level is 5</p>	5

NSQF QUALIFICATION FILE

	<ul style="list-style-type: none">• maintain good work habit. Waste should not be thrown on ground, spool/cops should be stacked properly, machine should be cleaned timely so that fluff does not settle on machine.		
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NSQF QUALIFICATION FILE

SECTION 3

EVIDENCE OF NEED

26	Basic uptake of Estimate?	<p>What evidence is there that the qualification is needed? What is this qualification and what is the basis of this</p> <p style="text-align: center;">In case of SSC</p>	In case of other Awarding Bodies (Institutes under Central Ministries and states departments
	Need of the Qualification	<p>The percentage requirement of skilled manpower requirement and the available man power requirement in the leading jute mills are attached below,</p> <div style="text-align: center;">  Interaction with Stake Holder.pdf </div>	<p>The Qualification Pack approval letter from Indian Jute Mills Association and Jute Commissioner is given below,</p> <div style="text-align: center;">  QP Approval Letter from Office of IJMA </div>
	Industry Relevance	<p>Validations for the QP development given below,</p> <div style="text-align: center;">  Checking of QPs for jute mill workers.pdf </div>	<p>The Institute of Jute Technology engaged for QP development, curriculum and content preparation is given in the TSC Technical Committee meeting.</p> <div style="text-align: center;">  Approval of NOS Sub committee on N </div>
	Usage of the qualification	No existing qualification available	No existing qualification available

NSQF QUALIFICATION FILE

	Estimated uptake	The Skill Gap report for Textile sector given in Annexure-3	
27	Recommendation from the concerned Line Ministry of the Government/Regulatory Body. To be supported by documentary evidences  Jute QP Recommendation fr		
28	What steps were taken to ensure that the qualification(s) does (do) not duplicate already existing or planned qualifications in the NSQF? Give justification for presenting a duplicate qualification QPs for Job Roles of various related SSC's and courses on NQR proposed by line ministry were studied to ensure that there is no duplicity.		
29	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? Specify the review process here 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 in this version of the QP. The QP is set to be revised by August 2022, if needed.		

Relevant and recent documents giving further information about any of the topics above.

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

SECTION 4

NSQF QUALIFICATION FILE

EVIDENCE OF PROGRESSION

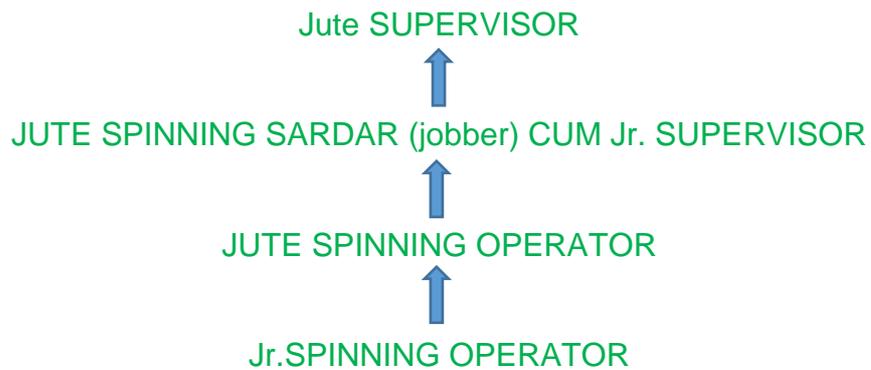
30	<p>What steps have been taken in the design of this or other qualifications to ensure that there is a clear path to other qualifications in this sector?</p> <p>Show the career map here to reflect the clear progression</p> <p>Please refer to attached career path as per Annexure 1 which clearly defines the career path.</p>
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Relevant and recent documents giving further information about any of the topics above.

NSQF QUALIFICATION FILE

Annexure 1 Career Map

The Career Progression would be as follows:



Annexure 2

QP Name – Jute spinning Sardar (Jobber)cum Jr. Supervisor

QP reference ID- TSC/Q0204 (click on the icon to view the QP)

Annexure 3



[TSCQ0204_Jute Spinning Sardar_v2.](#)

Click the link - Skill Requirements in Jute Sector.



Jute Skill Gap report.pdf

Skill gap report for Jute Sector

Annexure 4

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



protocol.pdf

Annexure 5

TP affiliation procedure and norms



TP affiliation
Norms.pdf