

# Model Curriculum

## Cutter (Footwear)

**SECTOR: LEATHER**  
**SUB-SECTOR: FOOTWEAR**  
**OCCUPATION: CUTTING**  
**REF ID: LSS/Q2301, V1.0**  
**NSQF LEVEL: 4**

## Certificate

### CURRICULUM COMPLIANCE TO QUALIFICATION PACK – NATIONAL OCCUPATIONAL STANDARDS

is hereby issued by the

**LEATHER SECTOR SKILL COUNCIL**

for the

**MODEL CURRICULUM**

Complying to National Occupational Standards of

Job Role/ Qualification Pack: 'Cutter (Footwear)' QP No. 'LSS/Q2301 NSQF LEVEL 4'

Date of Issuance: April 9<sup>th</sup>, 2016

Valid up to\*: April 10<sup>th</sup>, 2018

*\*Valid up to the next review date of the Qualification Pack*

  
Authorised Signatory  
(Leather Sector Skill Council)

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# Cutter (Footwear)

## CURRICULUM / SYLLABUS

This program is aimed at training candidates for the job of a “Cutter (Footwear)”, in the “Leather” Sector/Industry and aims at building the following key competencies amongst the learner

<b>Program Name</b>	<b>Cutter (Footwear)</b>		
<b>Qualification Pack Name &amp; Reference ID</b>	Cutter (Footwear) LSS/Q2301, V1.0		
<b>Version No.</b>	1.0	<b>Version Update Date</b>	04-05-2017
<b>Pre-requisites to Training</b>	Class V		
<b>Training Outcomes</b>	<p><b>After completing this programme, participants will be able to:</b></p> <ul style="list-style-type: none"> <li>• <b>Gain knowledge on overview of leather industry and generic skills:</b> General instructions to importance of leather industry, general hazards in leather industry, basic health safety and hygiene precautions, generic skills to be followed in leather industry.</li> <li>• <b>Perform pre-operational activities:</b> Identification of tool and quality material, ensure design, style, dimensions required for cutting leather, endure necessary preparation required for cutting leather and follow standard procedure for cutting leather.</li> <li>• <b>Learn and perform cutting operation:</b> Carry out hand cutting and machine cutting of leather.</li> <li>• <b>Handle work area, tools and machines appropriately:</b> Ensure correct handling of material, tools and machines, maintain clean and hazard free work area, proper usage of cleaning equipment, maintain correct usage of workplace tools and equipment.</li> <li>• <b>Contribute to achieve quality product in cutting process:</b> Ensure cutting parts produced according to specification/ sample leather swatch/sample upper/shoe as per customer/ buyer requirement, ensure maximum usage of cut components with minimal wastages, carry out regular quality checks and fault identification in final product and maintain records and documents.</li> <li>• <b>Become well versed with environment, health, safety &amp; security at work:</b> Well versed with health and safety measures in terms of personal safety and equipment safety relevant to cutting occupation.</li> <li>• <b>Follow industrial regularity and organizational requirements:</b> Carry out work in accordance with organizational guidelines and procedures, identify and report any possible deviation.</li> </ul>		











## Annexure1: Assessment Criteria

<b>Assessment Criteria</b>	
<b>Job Role</b>	<b>Cutter (Footwear)</b>
<b>Qualification Pack</b>	<b>LSS/Q2301, V1.0</b>
<b>Sector Skill Council</b>	<b>Leather</b>

<b>Sr. No.</b>	<b>Guidelines for Assessment</b>
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 these criteria
5	To pass the Qualification Pack, every trainee should score a minimum of 50% aggregate
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



Assessable Outcome	Assessment Criteria	Total Mark	Out Of	Marks Allocation	
				Theory	Skills Practical
	PC22. Ask for help and information from the colleagues, when necessary, in a polite manner		1	0	1
	PC23. Anticipate and respond to requests for assistance from colleagues willingly and politely		1	0	1
	PC24. Leave work area safe and secure when work is complete		1	0	1
	PC25. Complete forms, records and other documentation		1	0	1
	PC26. Work in conformance to legal requirements, organizational policies and procedures		1	0	1
	PC27. Make sure the work area is free from hazards		2	0	2
	PC28. Obtain and check the data on the work ticket or job card and carry out functions in line with the responsibilities of the job role		1	0	1
	PC29. Ask questions to obtain more information on tasks when the instructions are unclear		1	0	1
	PC30. Calculate the number of components needed for production		1	0	1
	PC31. Select the tools and materials for the work		1	0	1
	PC32. Set up the equipment		1	0	1
	PC33. Make sure that tools are safe and clean to use on the material		1	0	1
	PC34. Check the quality and characteristics of the material match the required standards before starting to cut		1		1
	PC35. Use tools and equipment for hand or machine cutting		1	0	1
	PC36. Make sure that when cutting the material <ul style="list-style-type: none"> <li>Avoid damaging self and others</li> <li>Avoid damage to the knife and other equipment</li> </ul>		2	0	2
	PC37. Avoid any imperfections in the material when cutting		1	0	1
	PC38. Calculate the components required		7	5	2
	PC39. Agree and review the agreed upon work targets with the supervisor		1	0	1
	PC40. Seek feedback from team mates on work related performance		1	0	1
	PC41. Ask for help and information from the colleagues, when necessary, in a polite manner		7	5	2
	PC42. Anticipate and respond to		1	0	1

Assessable Outcome	Assessment Criteria	Total Mark	Out Of	Marks Allocation	
				Theory	Skills Practical
	requests for assistance from colleagues willingly and politely				
	PC43. Follow and utilize opportunities for learning		1	0	1
	PC44. Update and develop knowledge of the products		1	0	1
	PC45. Minimise wastage		1	0	1
	PC46. Meet company usage tolerances for efficient pattern interlocking		1	0	1
	PC47. Report risks/ problems likely to affect services to the relevant person promptly and accurately		1	0	1
	PC48. Check with others when unsure of new product details		1	0	1
	PC49. Identify and respond to imperfections, defects and damage due to mishandling		1	0	1
	PC50. Produce the required batch of components to match the job card and the company's production targets		6	5	1
	PC51. Report defects in the tools and equipment that do not have the authority to repair		1	0	1
	PC52. Dispose of waste materials safely and return re-useable materials		6	5	1
	PC53. Carry out closedown procedures on completion of work		1	0	1
	PC54. Make sure that the cut material is <ul style="list-style-type: none"> <li>• Correctly sorted to assist the next stage of production</li> <li>• Carefully placed to minimise the risk of damage</li> </ul>		1	0	1
	PC55. Complete forms, records and other documentation		1	0	1
	PC56. Work in conformance to legal requirements, organizational policies and procedures		1	0	1
	<b>Total</b>		<b>100</b>	<b>30</b>	<b>70</b>
<b>2. LSS/N2302: Contribute to achieving product quality in cutting processes</b>	PC1. Set up and test equipment to meet quality standard	<b>50</b>	1	0	1
	PC2. Ensure materials and component parts meet specifications		1	0	1
	PC3. Ensure the quality of the product meets specification during production		6	5	1
	PC4. Maintain the required productivity and quality levels		6	5	1
	PC5. Carry out quality checks at agreed intervals and in the approved way		6	5	1
	PC6. Apply the allowed tolerances		6	5	1



Assessable Outcome	Assessment Criteria	Total Mark	Out Of	Marks Allocation	
				Theory	Skills Practical
	PC17. Complete and store accurate records and documentation		2	1	1
	PC18. Maintain proper lighting, ventilation to make sure general comfort is there while working		2	1	1
	PC19. Give inputs and assist in completing documentation		1	0	1
	PC20. Report the need for maintenance and/or cleaning outside your area of responsibility		1	0	1
	PC21. Ensure safe and correct handling of materials, equipment and tools		2	1	1
	PC22. Maintain appropriate environment to protect stock from pilfering, theft, damage and deterioration		2	1	1
	<b>Total</b>		<b>50</b>	<b>15</b>	<b>35</b>
<b>4. LSS/N8601: Maintain health, safety and security at workplace</b>	PC1. Comply with health and safety related instructions applicable to the workplace	<b>25</b>	6	5	1
	PC2. Use and maintain personal protective equipment as per protocol		0.5	0	0.5
	PC3. Carry out own activities in line with approved guidelines and procedures		0.5	0	0.5
	PC4. Maintain a healthy lifestyle and guard against dependency on intoxicants		0.5	0	0.5
	PC5. Follow environment management system related procedures		5.5	5	0.5
	PC6. Identify and correct (if possible) malfunctions in machinery and equipment		1	0	1
	PC7. Report any service malfunctions that cannot be rectified		1	0	1
	PC8. Store materials and equipment in line with manufacturer's and organizational requirements		0.5	0	0.5
	PC9. Safely handle and move waste and debris		0.5	0	0.5
	PC10. Minimize health and safety risks to self and others due to own actions		1	0	1
	PC11. Seek clarifications, from supervisors or other authorized personnel in case of perceived risks		1	0	1
	PC12. Monitor the workplace and work processes for potential risks and threats		1	0	1

