

Model Curriculum

Packing Checker

SECTOR: TEXTILE
SUB-SECTOR: SPINNING
OCCUPATION: QUALITY CONTROL
REF. ID: TSC/Q 0501, VERSION 1.0
NSQF LEVEL: 4



Certificate

CURRICULUM COMPLIANCE TO QUALIFICATION PACK – NATIONAL OCCUPATIONAL STANDARDS

is hereby issued by the

TEXTILE SECTOR SKILL COUNCIL

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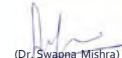
MODEL CURRICULUM

Complying to National Occupational Standards of
Job Role/ Qualification Pack: 'PACKING CHECKER' QP No. 'TSC/ Q 0501' **NSQF Level 4'**

Date of Issuance: **January, 18th, 2016**

Valid up to: **January 17th, 2017**

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



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Director (C&T)

(Textile Sector Skill Council)

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Packing Checker

CURRICULUM / SYLLABUS

This program is aimed at training candidates for the job of a “Packing Checker”, in the “Textile” Sector/Industry and aims at building the following key competencies amongst the learner.

Program Name	Packing Checker		
Qualification Pack Name & Reference ID.	Packing Checker TSC/Q0501, version 1.0		
Version No.	1.0	Version Update Date	18-01-2016
Pre-requisites to Training	Preferably equivalent to 5 th standard		
Training Outcomes	<p>After completing this programme, participants will be able to:</p> <ul style="list-style-type: none"> • Become well verse with taking charge of shift and handing over shift • Learn and familiar in checking cone package • Packing the cone package • Maintain work area, tools and machines • Gain behavioural skill for team working • Maintain health, safety and security at work place • Comply with industry and organisational requirement 		

This course encompasses 6 out of 6 National Occupational Standards (NOS) of “Packing Checker” Qualification Pack issued by “TSC:Textile Sector Skill Council”

Sr. No.	Module	Key Learning Outcomes	Equipment Required
1	<p>Taking charge of shift and handing over shift to operator</p> <p>Theory Duration (hh:mm) 12:30</p> <p>Practical Duration (hh:mm) 27:30</p> <p>Corresponding NOS Code TSC/N 0501</p>	<ul style="list-style-type: none"> • Learning general discipline • Become well verse with basic skills of communication • Understand the role of packing checker • Perform tasks while taking charge of shift and handing over shift • Become familiar in faults identification 	<p><u>Class room requirements:</u> a batch of 25 people seating capacity with a screen and projector</p>
2	<p>Checking the cone package</p> <p>Theory Duration (hh:mm) 20:00</p> <p>Practical Duration (hh:mm) 40:00</p> <p>Corresponding NOS Code TSC/N 0502</p>	<ul style="list-style-type: none"> • Gain knowledge on yarn production from blowroom to winding • Gain knowledge on type of yarn (carded, combed, hosiery, compact, slub, etc.) • Gain knowledge on type of cone defects • Knowing about count numbering system • Gain knowledge on colour coding system for count identification • Knowing Procedure to check cone package (cone label, cone physical defects, tail end winding, cone bottom, disk, etc.) • Knowing the procedure to check cone package under UV light • Check cone under UV light • Handle & transport cone using trolley • Inspecting quality of packing materials • Knowing the cone weight tolerance limit with respect to the package weight • Knowing the tare weight setting in weighing balance • Check cone weight • Handle less/more weight cones across the good cones • Checking cone physical defects according to the mill norms • Inserting cone bottom disk to cones • Wrapping PE cover to cones • Store cones in place/packing table 	<p><u>1. A sample of following items for each trainee:</u> PE cover, cone disk, cone label</p> <p><u>2. common for every batch:</u> inspection table, UV light arrangement, weighing balance, trolley, posters for housekeeping methods, posters for handling tools</p> <p><u>3. Class room requirements:</u> 25 people seating capacity with a screen and projector</p>

Sr. No.	Module	Key Learning Outcomes	Equipment Required
3	<p>Packing the cone package</p> <p>Theory Duration (hh:mm) 22:00</p> <p>Practical Duration (hh:mm) 53:00</p> <p>Corresponding NOS Code TSC/N 0503</p>	<ul style="list-style-type: none"> Knowing the procedure to check the packing materials such as carton pad, carton box, PE cover, HDPE bags, packing straps and twines Checking all the necessary information provided in the carton box/HDPE bags Cross checking of cone weight as a group of cones Preparing cone bags or Preparing carton boxes by pasting cellophane tape for arranging cones Arrange cones in carton box/bag Sewing cone bags or closing carton boxes and strapping Numbering to packaged boxes/bags Stacking the boxes/bags in proper manner 	<p><u>1. A sample of following items for each trainee:</u> Carton boxes, Carton pads, HDPE bags, strap bundle, twine bundle, sewing needle, scissor, stamping tools, pen/pencil/marker</p> <p><u>2. common for every batch:</u> packing fixer, weighing balance, cone trolley, bag/box carrying trolley, strapping machine, posters for housekeeping methods, posters for handling tools</p> <p><u>3. Class room requirements:</u> 25 people seating capacity with a screen and projector</p>
4	<p>Maintain work area, tools and machines</p> <p>Theory Duration (hh:mm) 07:30</p> <p>Practical Duration (hh:mm) 18:00</p> <p>Corresponding NOS Code TSC/N 9001</p>	<ul style="list-style-type: none"> Gain knowledge on Housekeeping system Well verse in Identification of tools required for packing handling equipments perform Maintenance activities for handling equipments 	<p><u>Class room requirements:</u> 25 people seating capacity with a screen and projector</p>
5	<p>Working in a team</p> <p>Theory Duration (hh:mm) 08:00</p> <p>Practical Duration (hh:mm) 17:00</p> <p>Corresponding NOS Code</p>	<ul style="list-style-type: none"> Understanding the team work and its importance Knowing the basic requirements for team working 	<p><u>Class room requirements:</u> 25 people seating capacity with a screen and projector</p>

Sr. No.	Module	Key Learning Outcomes	Equipment Required
6	<p>TSC/N 9002</p> <p>Maintain health, safety and security at work place</p> <p>Theory Duration (hh:mm) 21:00</p> <p>Practical Duration (hh:mm) 28:50</p> <p>Corresponding NOS Code TSC/N 9003</p>	<ul style="list-style-type: none"> Knowing the general safety Rules Knowing the importance of personal protective equipment like apron, cap, earplugs, nose mask etc. and their application under different working conditions. Gain knowledge on various health hazards relevant to workplace and basic first aid training. Identify and select right equipment such as fire extinguisher & based on type of fire. Become good practice on first aid, firefighting etc. 	<p><u>1. A sample of following items for each trainee:</u> apron, head cap, nose mask, ear plug, shoe,</p> <p><u>2. common for every batch:</u> first aid materials, fire extinguisher, work method posters/pictures,</p> <p><u>3. Class room requirements:</u> 25 people seating capacity with a screen and projector</p>
7	<p>Comply with industry and organisational requirement</p> <p>Theory Duration (hh:mm) 09:00</p> <p>Practical Duration (hh:mm) 16:00</p> <p>Corresponding NOS Code TSC/N 9004</p>	<ul style="list-style-type: none"> Know about organizational and industry standards Know the requirements for self-development Gain knowledge on Organizational & Industry standards 	<p><u>Class room requirements:</u> 25 people seating capacity with a screen and projector</p>
	<p>Total Duration:</p> <p>Theory Duration 100:00</p> <p>Practical Duration 200:00</p>	<p>Unique Equipment Required:</p> <ul style="list-style-type: none"> Samples of PE cover, cone disk, cone label Samples of Carton boxes, Carton pads, HDPE bags, strap bundle, twine bundle, sewing needle, scissor, stamping tools, pen/pencil/marker Inspection table, UV light arrangement, weighing balance, cone trolley Packing fixer, weighing balance, bag/box carrying trolley, strapping machine <p>Apron, head cap, nose mask, ear plug, shoe, first aid materials, fire extinguisher, work method posters, work method video visuals, projector, screen</p>	

Grand Total Course Duration: 300 Hours, 0 Minutes

(This syllabus/ curriculum has been approved by TSC: Textile Sector Skill Council)

Trainer Prerequisites for Job role: “Packing Checker” mapped to Qualification Pack: “Packing Checker/TSC Q 0501, Version 1.0”

Sr. No.	Area	Details
1	Description	To deliver accredited training service, mapping to the curriculum detailed above, in accordance with the Qualification Pack “ <u>Packing Checker/TSC Q0501, Version 1.0</u> ”.
2	Personal Attributes	Aptitude for conducting training, and pre/ post work to ensure competent, employable candidates at the end of the training. Strong communication skills, interpersonal skills, ability to work as part of a team; a passion for quality and for developing others; well-organized and focused, eager to learn and keep oneself updated with the latest in the mentioned field.
3	Minimum Educational Qualifications	Preferably equivalent to 5th (Normal literacy of reading, writing and understanding)
4a	Domain Certification	Certified for Job Role: “ <u>Packing Checker</u> ” mapped to QP: “ <u>Packing Checker/TSC Q0501, Version 1.0</u> ”. Minimum accepted score 80%.
4b	Platform Certification	Required that the Trainer is certified for SSC/Q 1402 Job Role: “Trainer” with atleast 80% score
5	Experience	Minimum 5 years experience with Packing Checker

Annexure: Assessment Criteria

Assessment Criteria for Packing Checker	
Job Role	Packing Checker
Qualification Pack	Packing Checker (TSC/Q 0501)
Sector Skill Council	Textile Sector Skill Council

Sr. No.	Guidelines for Assessment
1	Criteria for assessment for each qualification pack will be created by the Sector Skill Council. Each performance criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for theory & skill practical for each PC.
2	The assessment for the theory part will be based on knowledge bank of question 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 70%.
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.

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
1. TSC/N 0501 (Taking charge of shift and handing over shift to Packing Checker)	PC1. Come at least 10 - 15 minutes earlier to the work spot	80	3	1	1	1
	PC2. Bring the necessary operational tools to the department		4	1	2	1
	PC3. Meet the previous shift checker and discuss with him/ her regarding the issues faced by them with respect to the quality or production or safety or any other specific instruction etc.		5	2	1	2
	PC4. Understand the count produced, color coding, followed		5	2	1	2
	PC5. Check the cleanliness of the machines & other work areas		4	2	1	1
	PC6. Question the previous shift checker for any deviation in the above and should bring the same to the knowledge of his/ her shift superior as well that of the previous shift as well.		4	1	2	1
	PC7. Verify the data's mentioned in the register		4	1	2	1
	PC8. Ensure the wastes collection boxes are empty while taking charge of shift		5	2	2	1
	PC9. Ensure the work spot is clean		4	1	2	1
	PC10. Hand over the shift to the incoming shift checker in a proper manner		4	1	2	1
	PC11. Ensure in providing the details regarding count produced, no of cones checked, color coding followed		4	2	1	1
	PC12. Ensure all his data's are record in the register		4	1	2	1
	PC13. Provide all relevant information regarding the count produced, idle cone drums, damaged machine parts if any		5	2	1	2
	PC14. Get clearance from the incoming counterpart before leaving the work spot		4	1	1	2
	PC15. Report to his/ her shift superiors as well as that of the incoming shift checker in case his/ her counterpart doesn't report for the incoming shift		4	1	1	2
	PC16. Ensure the shift has to be properly handed over to the incoming shift operator		4	1	1	2

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
	PC17. Report to his/ her shift superior about the quality / production / safety issues/ any other issue faced in his/her shift and should leave the department only after getting concurrence for the same from his/ her superiors		5	1	1	3
	PC18. Collect the wastes from waste collection bags, weigh them and transport to storage area		4	2	1	1
	PC19. Ensure the work spot is clean		4	1	2	1
	Total		80	26	27	27
	Weightage %			33	34	34
2. TSC/N0502 (Checking the Cone Package)	PC1. Identify the cone count to be inspected by verifying the data sheet available	120	5	2	1	2
	PC2. Bring the cops in the cone trolley from storage area		5	2	1	2
	PC3. Inspect the cone packages visually and check for any damages in the outer side of cone package		7	2	3	2
	PC4. Remove the surface defects in cone package		5	2	2	1
	PC5. Package defects to be identified and reported to superiors.		5	1	2	2
	PC6. If any defects such as yarn shade variation should be identified and those defective cones should be stored in a separate area and report the same to the packing in charge		5	2	3	0
	PC7. Ensure the surface of the cone packages are in good condition		5	2	3	0
	PC8. Ensure proper material handling of waste		4	2	1	1
	PC9. Transport the cone trolley to the cone inspection room		5	2	2	1
	PC10. Check the quality of cone using the UV light available		4	1	2	1
	PC11. Note the defects in cone package		4	1	2	1
	PC12. Segregate the cone with more defects in a separate area		4	1	2	1
	PC13. Ensure recording all the cone checked data's in a separate register		6	2	2	2
	PC14. Weigh the cone package		5	2	2	1

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
	PC15. Ensure only correct weighed cone are taken for packing		5	2	2	1
	PC16. Ensure proper material handling of cone packages		5	2	2	1
	PC17. Ensure using proper material handling of tools and equipments		5	2	2	1
	PC18. Using of safety gadgets like caps, masks and shoes		4	1	2	1
	PC19. Check for quality approval remark such as investigator/checker code number, approved as ok, quality ok, tested and ok – inside each and every cone.		5	2	2	1
	PC20. Ensure the only defect free cone packages are packed		5	2	2	1
	PC21. Inform superiors immediately, if any more number of defective cone packages are noticed		5	1	2	2
	PC22. Ensure that UV machine is working properly, if any deviations inform superiors immediately		6	2	2	2
	PC23. Collect the hard wastes and weigh them at shift end and place them in specified area		5	2	2	1
	PC24. Provide all relevant information's of the current working process to the next shift operator before relieving		6	2	1	3
	Total		120	42	47	31
	Weightage %			35	39	26
3. TSC/N0503 (Packing the Cone Package)	PC1. Bring packing materials from storage area	150	5	1	1	3
	PC2. Check the quality of packing materials for visual defects, report to supervisors, and avoid using defective materials		5	1	2	2
	PC3. Start packing according to the instructions given in the exhibit and as per instructions of the supervisor		4	1	2	1
	PC4. Use necessary tools and equipment for packing and maintain the same in good condition		4	1	2	1
	PC5. Finished cones to be taken from storage area		5	2	2	1

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
	PC6. Visually examine the cones for defects like stitch, bad shape, stains, ribboning, tail end missing, cut end etc.		4	1	2	1
	PC7. Cones have to be checked for correct labels and cone tip		5	2	2	1
	PC8. Label the cone package as instructed by supervisor		4	1	2	1
	PC9. Defect free cones are to be covered (wherever required) with polythene cover and put cone inserts if required and give it for packing		4	1	2	1
	PC10. Cones to be cleaned as and when required		4	1	2	1
	PC11. Keep defective cones in a separate area		5	2	2	1
	PC12. Prepare the carton of the required specification		5	1	3	1
	PC13. To paste the count label in the carton		4	1	2	1
	PC14. Use bottom, middle and top pieces wherever required		4	1	2	1
	PC15. Spread sealed master polythene inside the carton with adequate length for folding		4	1	2	1
	PC16. The cartons may be covered with pre-stitched hessian bags if required		5	2	2	1
	PC17. Place the required number of cones inside the carton in specified manner		6	2	3	1
	PC18. Fold the flaps properly and paste with tape sealing as per requirement		4	1	2	1
	PC19. Do stencil marking / sticker pasting and numbering as per requirement		4	1	2	1
	PC20. Do proper strapping by using strapping machine		5	2	2	1
	PC21. Push the packed cartons over a pallet		4	1	2	1
	PC22. Lift the pallet by using hand trolley, after sufficient cartons are placed,		4	1	2	1
	PC23. Ensure count sticker and packing slip pasted on all cartons before transporting the carton to the go down		4	1	2	1

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
	PC24. In case of hessian packing – stitch the top portion of hessian bag and provide “handle” at the corner of the carton		4	1	2	1
	PC25. Do stencil marking and strapping if required		5	2	2	1
	PC26. Ensure packing only one count cones at a time		5	2	2	1
	PC27. Use proper tools for packing		5	2	2	1
	PC28. Ensure safety while packing in carton and hessian bags		5	2	2	1
	PC29. Transport the cartons to go down and stack them as instructed		4	1	2	1
	PC30. To keep the packing department and cone storage places always neat and clean		4	1	2	1
	PC31. All the polythene wastes and other plastic waste shall be kept separately in the waste box provided		5	2	2	1
	PC32. All the paper waste and carton waste shall be kept separately in the box provided		4	1	2	1
	PC33. Sweeping wastes and hard wastes shall be kept separately in the box provided		4	1	2	1
	PC34. Ensure cleanliness at work place		3	1	1	1
	Total		150	45	68	37
	Weightage %			30	45	25
4.TSC/N9001 (Maintain work area, tools and machines)	PC1. handle materials, machinery, equipment and tools with care and use them in the correct way	50	4	1	2	1
	PC2. use correct lifting and handling procedures		4	1	2	1
	PC3. use materials to minimize waste		3	1	1	1
	PC4. maintain a clean and hazard free working area		3	1	1	1
	PC5. maintain tools and equipment		4	2	1	1
	PC6. carry out running maintenance within agreed schedules		4	1	2	1
	PC7. carry out maintenance and/or cleaning within one's responsibility		4	1	2	1
	PC8. report unsafe equipment and other dangerous occurrences		4	1	2	1

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
	PC9. ensure that the correct machine guards are in place		3	1	1	1
	PC10. work in a comfortable position with the correct posture		3	1	1	1
	PC11. use cleaning equipment and methods appropriate for the work to be carried out		3	1	1	1
	PC12. dispose of waste safely in the designated location		4	1	2	1
	PC13. store cleaning equipment safely after use		3	1	1	1
	PC14. carry out cleaning according to schedules and limits of responsibility		4	1	2	1
	Total		50	15	21	14
	Weightage %			30	42	28
5.TSC/N9002 (Working in a team)	PC1. be accountable to the own role in whole process	50	4	2	1	1
	PC2. perform all roles with full responsibility		4	2	1	1
	PC3. be effective and efficient at workplace		4	1	2	1
	PC4. properly communicate about company policies		4	1	1	2
	PC5. report all problems faced during the process		4	1	1	2
	PC6. talk politely with other team members and colleagues		4	1	1	2
	PC7. submit daily report of own performance		5	2	2	1
	PC8. adjust in different work situations		3	1	1	1
	PC9. give due importance to others' point of view		3	1	1	1
	PC10. avoid conflicting situations		3	1	1	1
	PC11. collaborate with colleagues performing the pre-required and post-required duty of ring frame tenter		4	2	1	1
	PC12. develop new ideas for work procedures		4	1	2	1
	PC13. improve upon the existing techniques to increase process efficiency		4	1	2	1
	Total		50	17	17	16
Weightage %		34%	34%	32%		

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
6.TSC/N9003 (Maintain health, safety and security at work place)	PC1. comply with health and safety related instructions applicable to the workplace	100	5	2	2	1
	PC2. use and maintain personal protective equipment such as “ear plug” “nose mask” “head cap” etc., as per protocol		5	2	2	1
	PC3. carry out own activities in line with approved guidelines and procedures		4	2	1	1
	PC4. maintain a healthy lifestyle and guard against dependency on intoxicants		4	2	1	1
	PC5. follow environment management system related procedures		4	2	1	1
	PC6. identify and correct (if possible) malfunctions in machinery and equipment		5	2	2	1
	PC7. report any service malfunctions that cannot be rectified		4	2	1	1
	PC8. store materials and equipment in line with organizational requirements		4	1	2	1
	PC9. safely handle and remove waste		4	1	2	1
	PC10. minimize health and safety risks to self and others due to own actions		5	2	2	1
	PC11. seek clarifications, from supervisors or other authorized personnel in case of perceived risks		4	2	0	2
	PC12. monitor the workplace and work processes for potential risks and threat		5	2	2	1
	PC13. carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned		5	2	2	1
	PC14. report hazards and potential risks/ threats to supervisors or other authorized personnel		4	1	2	1
	PC15. participate in mock drills/ evacuation procedures organized at the workplace		4	2	2	0
	PC16. undertake first aid, fire-fighting and emergency response training, if asked to do so		5	2	2	1
	PC17. take action based on instructions in the event of fire, emergencies or accidents		5	2	2	1

National Occupational Standards (NOS)	Performance Criteria (PC)	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
	PC18. follow organization procedures for shutdown and evacuation when required		4	2	1	1
	PC19. identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry		4	2	1	1
	PC20. recognize other possible security issues existing in the workplace		4	2	1	1
	PC21. recognize different measures to curb the hazards		4	2	1	1
	PC22. communicate the safety plan to everyone		4	2	1	1
	PC23. attach disciplinary rules with the implementation		4	2	1	1
	Total		100	43	34	23
	Weightage %			43%	34%	23%
7.TSC/N9004 (Comply with industry and organizational requirement)	PC1. perform own duties effectively	50	4	1	2	1
	PC2. take responsibility for own actions		4	1	2	1
	PC3. be accountable towards the job role and assigned duties		4	2	1	1
	PC4. take initiative and innovate the existing methods		3	1	1	1
	PC5. focus on self-learning and improvement		4	1	2	1
	PC6. co-ordinate with all the team members and colleagues		4	1	2	1
	PC7. communicate politely		4	1	1	2
	PC8. avoid conflicts and miscommunication		4	1	2	1
	PC9. know the organizational standards		4	2	1	1
	PC10. implement them in your performance		4	1	2	1
	PC11. motivate others to follow them		3	1	1	1
	PC12. know the industry standards		4	3	1	0
	PC13. align them with organization standards		4	2	1	1
	Total		50	18	19	13
Weightage %		36%	38%	26%		
Total		600	206	233	161	
Grand Total		600				



Textile Sector Skill Council

6th Floor, Narain Manzil, 23, Barakhamba Road, New Delhi-110001