



QUALIFICATION FILE

Operator-Plastic Products Making (Plastic Toy/ Ball Pen)

- Short Term Training (STT) Long Term Training (LTT) Apprenticeship
- Upskilling Dual/Flexi Qualification For ToT For ToA
- General Multi-skill (MS) Cross Sectoral (CS) Future Skills OEM

NCrF/NSQF Level: 4

Submitted By:

Rubber, Chemical & Petrochemical Skill Development Council (RCPSDC)

304, 3rd Floor, Rectangle One, Saket District Center,

New Delhi – 110017 (India)

Table of Contents

Section 1: Basic Details.....3
 Elective NOS/s 1: Plastic toy finishing and packaging.....4
 Elective NOS/s 1: Plastic ball pen assembling and finishing4
Section 2: Module Summary7
 NOS/s of Qualifications7
 Mandatory NOS/s:.....7
 Elective NOS/s: Plastic toy finishing and packaging8
 Assessment - Minimum Qualifying Percentage.....9
Section 3: Training Related9
Section 4: Assessment Related9
Section 5: Evidence of the need for the Qualification.....10
Section 6: Annexure & Supporting Documents Check List10
 Annexure: Evidence of Level.....11
 Annexure: Tools and Equipment (Lab Set-Up).....20
 Annexure: Industry Validations Summary22
 Annexure: Training & Employment Details.....22
 Annexure: Blended Learning.....23
 Annexure: Detailed Assessment Criteria.....23
 Annexure: Assessment Strategy32
 Annexure: Acronym and Glossary.....33

Section 1: Basic Details

1. Qualification Name	Operator-Plastic Products Making (Plastic Toy/ Ball Pen)		
2. Sector/s	Rubber, Chemical and Petrochemical		
3. Type of Qualification: <input checked="" type="checkbox"/> New <input type="checkbox"/> Revised <input type="checkbox"/> Has Electives/Options <input type="checkbox"/> OEM	NQR Code & version of existing/previous qualification: <i>(change to previous, once approved) NA</i>	Qualification Name of existing/previous version: NA	
4. a. OEM Name b. Qualification Name <i>(Wherever applicable)</i>	NA		
5. National Qualification Register (NQR) Code &Version <i>(Will be issued after NSQC approval)</i>	QG-04-RI-02035-2024-V1-RSDC	6. NCrF/ NSQF Level: 4	
7. Award (Certificate/Diploma/Advance Diploma/ Any Other <i>(Wherever applicable specify multiple entry/exits also & provide details in annexure)</i>	Certificate		
8. Brief Description of the Qualification	The individual at work is responsible for the assembling, finishing and inspecting of plastic products.		
9. Eligibility Criteria for Entry for Student/Trainee/Learner/Employee	a. Entry Qualification & Relevant Experience:		
	S. No.	Academic/Skill Qualification (with Specialization – if applicable)	Required Experience (with Specialization - if applicable)
	1	12th grade pass	
	2	Completed 2nd year of 3-year diploma (after 10th)	
	3	10th grade pass	plus 1-year NTC plus 1-year NAC
	4	10th grade pass	plus 2-year NTC
	5	10th grade pass	With 2 years of relevant experience
	6	Previous relevant Qualification of NSQF Level 3.0 with minimum education as 8th Grade pass	with 3 years of relevant experience
b. Age-18 years			

10 Credits Assigned to this Qualification, Subject to Assessment (as per National Credit Framework (NCrF))	Minimum Credits: 16 Maximum Credits: 22	11. Common Cost Norm Category (I/II/III) (wherever applicable): I																																																						
12 Any Licensing requirements for Undertaking Training on This Qualification (wherever applicable)	NA																																																							
13 Training Duration by Modes of Training Delivery (Specify <i>Total Duration</i> as per selected training delivery modes and as per requirement of the qualification)	<p><input checked="" type="checkbox"/> Offline <input type="checkbox"/> Online <input type="checkbox"/> Blended</p> <table border="1" data-bbox="810 347 1845 549"> <thead> <tr> <th>Training Delivery Modes</th> <th>Theory (Hours)</th> <th>Practical (Hours)</th> <th>OJT Mandatory (Hours)</th> <th>OJT Recommended (Hours)</th> <th>Total (Hours)</th> </tr> </thead> <tbody> <tr> <td>Classroom (offline)</td> <td>120:00</td> <td>150:00</td> <td>30:00</td> <td>00:00</td> <td>300:00</td> </tr> <tr> <td>Online</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>(Refer Blended Learning Annexure for details)</p> <p>Elective NOS/s 1: Plastic toy finishing and packaging</p> <table border="1" data-bbox="810 769 1845 970"> <thead> <tr> <th>Training Delivery Modes</th> <th>Theory (Hours)</th> <th>Practical (Hours)</th> <th>OJT Mandatory (Hours)</th> <th>OJT Recommended (Hours)</th> <th>Total (Hours)</th> </tr> </thead> <tbody> <tr> <td>Classroom (offline)</td> <td>60:00</td> <td>90:00</td> <td>30:00</td> <td>00:00</td> <td>180:00</td> </tr> <tr> <td>Online</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Elective NOS/s 2: Plastic ball pen assembling and finishing</p> <table border="1" data-bbox="810 1104 1845 1305"> <thead> <tr> <th>Training Delivery Modes</th> <th>Theory (Hours)</th> <th>Practical (Hours)</th> <th>OJT Mandatory (Hours)</th> <th>OJT Recommended (Hours)</th> <th>Total (Hours)</th> </tr> </thead> <tbody> <tr> <td>Classroom (offline)</td> <td>60:00</td> <td>90:00</td> <td>30:00</td> <td>00:00</td> <td>180:00</td> </tr> <tr> <td>Online</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Total Duration</p>		Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)	Classroom (offline)	120:00	150:00	30:00	00:00	300:00	Online						Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)	Classroom (offline)	60:00	90:00	30:00	00:00	180:00	Online						Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)	Classroom (offline)	60:00	90:00	30:00	00:00	180:00	Online					
Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)																																																			
Classroom (offline)	120:00	150:00	30:00	00:00	300:00																																																			
Online																																																								
Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)																																																			
Classroom (offline)	60:00	90:00	30:00	00:00	180:00																																																			
Online																																																								
Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)																																																			
Classroom (offline)	60:00	90:00	30:00	00:00	180:00																																																			
Online																																																								

		Training Delivery Modes	Theory (Hours)	Practical (Hours)	OJT Mandatory (Hours)	OJT Recommended (Hours)	Total (Hours)
		Minimum Duration	180:00	240:00	60:00	00:00	480:00
		Maximum Duration	240:00	330:00	90:00	00:00	660:00
14	Aligned to NCO/ISCO Code/s (if no code is available mention the same)	NCO-2015/8142.1600					
15	Progression path after attaining the qualification (Please show Professional and Academic progression)	CAD/CAM Designer- Plastic Products including Toys					
16	Other Indian languages in which the Qualification & Model Curriculum are being submitted	Hindi					
17	Is similar Qualification(s) available on NQR-if yes, justification for this qualification	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No URLs of similar Qualifications:					
18	Is the Job Role Amenable to Persons with Disability	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", specify applicable type of Disability:					
19	How Participation of Women will be Encouraged	The inclusion of women in the workplace is important as there is an increase in the number of educated women. Despite progress in some areas, women still face significant challenges and barriers to their full participation in the workforce. This can be addressed by formulating policy measures on skilling, job creation and support services. To increase the proportion of women in the workforce, various support measures like childcare facilities, close proximity to the workplace, safe transportation, gender acceleration plans and return to work (allowing women to re-join the workforce after motherhood) should be provided. Organisations should provide flexible work arrangements like part-time or remote work options. This not only helps the organisation to retain talented women employees, but it also helps women to balance work and family responsibilities.					
20	Are Greening/ Environment Sustainability Aspects Covered (Specify the NOS/Module which covers it)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 1. RSC/N5603 – Follow Ethical and Sustainable Practices at Workplace					
21	Is Qualification Suitable to be Offered in Schools/Colleges	Schools <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Colleges <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					
22	Name and Contact Details of Submitting / Awarding Body SPOC	Name: Saif Mohammad Email: ceo@rpsdc.in Website: https://rcpsdc.in/				Contact No.: 011 41004899	

	<i>(In case of CS or MS, provide details of both Lead AB & Supporting ABs)</i>		
23	Final Approval Date by NSQC: 31/01/2024	24. Validity Duration: 3 years	25. Next Review Date: 30/01/2027

NSQC Approved

Section 2: Module Summary

NOS/s of Qualifications

(In exceptional cases these could be described as components)

Mandatory NOS/s:

Specify the training duration and assessment criteria at NOS/ Module level. For further details refer curriculum document.

Th.-Theory **Pr.**-Practical **OJT**-On the Job **Man.**-Mandatory Training **Rec.**-Recommended **Proj.**-Project

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/Non-Core	NCrF/NSQ F Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
1.	Carry out Assembling and Finishing of Plastic Products	RSC/N8027 &v1.0	Core	4	2	30	30	0	0	60	40	60	0	0	100	20
2.	Carry out Inspection Activities of Plastic Product	RSC/N8028 &v1.0	Core	4	2	15	45	0	0	60	40	60	0	0	100	15
3.	Coordinate Communicate Effectively at the Workplace	RSC/N5610 &v1.0	Non-Core	4	1	15	15	0	0	30	40	60	0	0	100	5
4.	Carry out Housekeeping	RSC/N5001 &v3.0	Non-Core	4	1	7.5	7.5	0	0	15	40	60	0	0	100	5
5.	Carry out Health and Safety	RSC/N5007 &v3.0	Non-Core	4	1	7.5	7.5	0	0	15	30	70	0	0	100	5

6.	Follow Ethical and Sustainable Practices at Workplace	RSC/N5603 &v1.0	Non-Core	4	1	15	15	0	0	30	40	60	0	0	100	5
7.	Employability Skills (60 Hours)	DGT/VSQ/N0102 &v1.0	Non-Core	4	2	30	30	0	0	60	20	30	0	0	50	5
8.	OJT				1	00	00	30	00	30	0	0	0	0	0	0
Duration (in Hours) / Total Marks					10	120	150	30	0	300	250	400	0	0	650	60

Elective NOS/s: Plastic toy finishing and packaging

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/ Non-Core	NCrF/NSQF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
1.	Perform Toy Finishing Activities	RSC/N8029 &v1.0	Core	4	3	30	60	0	0	90	40	60	0	0	100	20
2.	Package the Toys for Shipment	RSC/N8030 &v1.0	Core	4	2	30	30	0	0	60	40	60	0	0	100	20
3.	OJT				1	00	00	30	00	30	0	0	0	0	0	0
Duration (in Hours) / Total Marks			Core	4	6	60	90	30	0	180	80	120	0	0	200	40

Elective NOS/s: Plastic ball pen assembling and finishing

S. No	NOS/Module Name	NOS/Module Code & Version (if applicable)	Core/ Non-Core	NCrF/NSQF Level	Credits as per NCrF	Training Duration (Hours)					Assessment Marks					
						Th.	Pr.	OJT-Man.	OJT-Rec.	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (%) (if applicable)
1.	Assembling and Finishing of Plastic Ball Pen	RSC/N8031 &v1.0	Core	4	5	60	90	0	0	150	40	60	0	0	100	40
2.	OJT				1	00	00	30	00	30	0	0	0	0	0	0
Duration (in Hours) / Total Marks			Core	4	6	60	90	30	0	180	40	60	0	0	100	40

Assessment - Minimum Qualifying Percentage

Please specify **any one** of the following:

Minimum Pass Percentage – Aggregate at qualification level: 70 % (Every Trainee should score specified minimum aggregate passing percentage at qualification level to successfully clear the assessment.)

Minimum Pass Percentage – NOS/Module-wise: 70 % (Every Trainee should score specified minimum passing percentage in each mandatory and selected elective NOS/Module to successfully clear the assessment.)

Section 3: Training Related

1.	Trainer’s Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	Diploma any stream in engineering with 5 years of relevant industry experience
2.	Master Trainer’s Qualification and experience in the relevant sector (in years) (as per NCVET guidelines)	NA
3.	Tools and Equipment Required for Training	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If “Yes”, details to be provided in Annexure)
4.	In Case of Revised Qualification, Details of Any Upskilling Required for Trainer	NA

Section 4: Assessment Related

1.	Assessor’s Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	Diploma any stream in engineering with 5 years of relevant industry experience
2.	Proctor’s Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	NA
3.	Lead Assessor’s/Proctor’s Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	NA
4.	Assessment Mode (Specify the assessment mode)	Blended
5.	Tools and Equipment Required for Assessment	<input checked="" type="checkbox"/> Same as for training <input type="checkbox"/> Yes <input type="checkbox"/> No (details to be provided in Annexure-if it is different for Assessment)

Section 5: Evidence of the need for the Qualification

Provide Annexure/Supporting documents name.

1.	Latest Skill Gap Study (not older than 2 years) (Yes/No): No
2.	Latest Market Research Reports or any other source (not older than 2 years) (Yes/No): No
3.	Government /Industry initiatives/ requirement (Yes/No): Yes
4.	Number of Industry validation provided: 21
5.	Estimated nos. of persons to be trained and employed:
6.	Evidence of Concurrence/Consultation with Line Ministry/State Departments: Yes If "No", why:

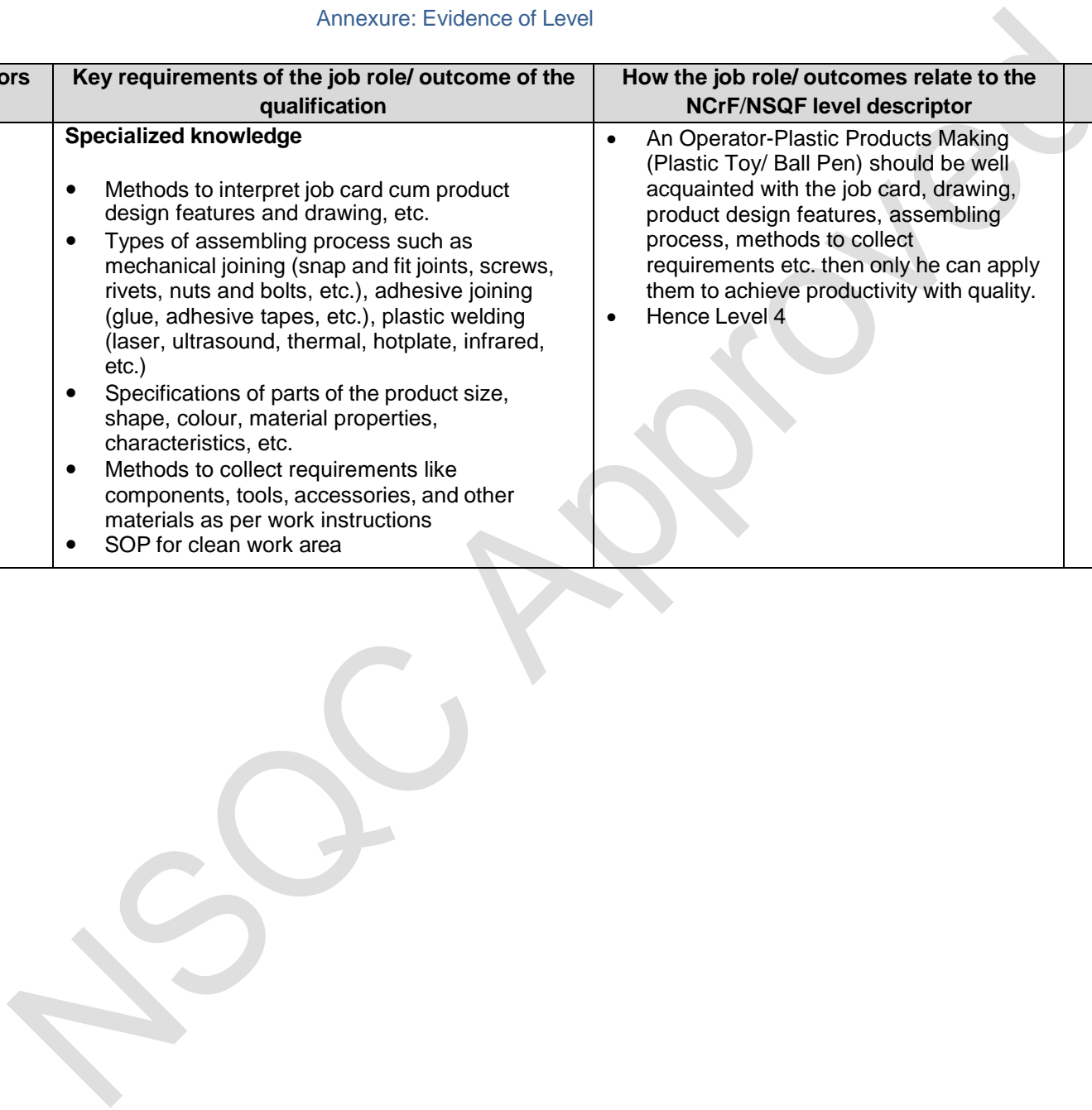
Section 6: Annexure & Supporting Documents Check List

Specify Annexure Name / Supporting document file name

1.	Annexure: NCrf/NSQF level justification based on NCrf level/NSQF descriptors (Mandatory)	Attached
2.	Annexure: List of tools and equipment relevant for qualification (Mandatory, except in case of online course)	Attached
3.	Annexure: Detailed Assessment Criteria (Mandatory)	Attached
4.	Annexure: Assessment Strategy (Mandatory)	Attached
5.	Annexure: Blended Learning (Mandatory, in case selected Mode of delivery is "Blended Learning")	Attached
6.	Annexure: Multiple Entry-Exit Details (Mandatory, in case qualification has multiple Entry-Exit)	Attached
7.	Annexure: Acronym and Glossary (Optional)	Attached
8.	Supporting Document: Model Curriculum (Mandatory – Public view)	Attached
9.	Supporting Document: Career Progression (Mandatory - Public view)	Attached
10.	Supporting Document: Occupational Map (Mandatory)	Attached
11.	Supporting Document: Assessment SOP (Mandatory)	Attached
12.	Any other document you wish to submit:	-

Annexure: Evidence of Level

NCrF/NSQF Level Descriptors	Key requirements of the job role/ outcome of the qualification	How the job role/ outcomes relate to the NCrF/NSQF level descriptor	NCrF/NSQF Level
<p>Professional Theoretical Knowledge/Process</p>	<p>Specialized knowledge</p> <ul style="list-style-type: none"> • Methods to interpret job card cum product design features and drawing, etc. • Types of assembling process such as mechanical joining (snap and fit joints, screws, rivets, nuts and bolts, etc.), adhesive joining (glue, adhesive tapes, etc.), plastic welding (laser, ultrasound, thermal, hotplate, infrared, etc.) • Specifications of parts of the product size, shape, colour, material properties, characteristics, etc. • Methods to collect requirements like components, tools, accessories, and other materials as per work instructions • SOP for clean work area 	<ul style="list-style-type: none"> • An Operator-Plastic Products Making (Plastic Toy/ Ball Pen) should be well acquainted with the job card, drawing, product design features, assembling process, methods to collect requirements etc. then only he can apply them to achieve productivity with quality. • Hence Level 4 	<p>4</p>



	<ul style="list-style-type: none">• Methods to clean, maintain and store tools, equipment, auxiliary tools, machinery• Ways to perform pre-operational checks on the machine and equipment• Types of machines, equipment, tools require to cut, shape and splice to fit plastic materials to form parts and assemblies• How to assemble composite materials on the pattern using bonding agents• Methods to apply resin mixture to metal or wooden mould• Operating procedure for autoclave oven• Operating finishing equipment for trimming, grinding and buffing• Methods to perform inspection of manufactured plastic products• Types of defects like flow lines, weld lines, burn marks, assembling, finishing, etc.• How to make minor adjustments and repairs to the product• SOP to affix seals, tags, and mark to the approved products• How to fill inspection report format• Basic training procedure• organizational policies on behavioural etiquette and professionalism• Organizational policies on gender sensitive service practices at workplace• Organizational hierarchy and reporting structure• Importance of communicating clearly with other• Effective ways of team coordination• Key helpline numbers• The different factors to determine what type of cleaning is required as per the surface• The level of hygiene required by workplace and why it is important to maintain them during your work• The methods and materials used for cleaning variety of surfaces• The types of cleansing agents that are not advisable to be mixed together		
--	--	--	--

	<ul style="list-style-type: none">• The importance of following manufacturer's instructions on cleaning agents• The most appropriate place to carry out test cleaning and why this should be done before using any new cleaning agents• The importance of attending trouble shooting• The importance of learning proper procedures and techniques• The correct sequence of cleaning activities for the work area• The implications of not following the organizational requirement of prior approval for undertaking the specific task• The importance of team work• Knowledge of do's and don'ts (company's HR instructions)• Health, safety and environment guidelines, legislation and regulations as applicable• The importance of Personal Protective Equipment (PPE)• The appropriate PPE for the work area, cleaning equipment, tools, materials and chemicals used• The implications of not following the defined procedures/work instructions• Interpret coding/signage used in the organisation• The importance of optimal utilization of resources• The process of cleaning the surfaces without causing injury or damage• The importance of providing feedback for improvement• The escalation procedures for soils or stains that could not be removed• The rectification/solution of problems/conflicts for the smooth functioning of the organization• The procedures for reporting any unidentified soiling• The impact of poor practices on the individual's and organization's performance		
--	---	--	--

	<ul style="list-style-type: none">• The method to check the treated surface and equipment on completion of the cleaning process• The importance of completing the activities as per the schedule• The time taken in the cleaning activities• The procedures for disposing off or storing personal protective equipment• The procedures for disposing off waste• The correct method for cleaning equipment and/or machinery used for the cleaning activities• Which personal protective equipment and clothing should be worn and how it is maintained• The methods for minimizing environmental damage during work• How to use machines as per standard operating procedure• The correct and safe way to use materials and equipment required for work• The risks to health and safety and the measures to be taken to control those risks at workplace• How to contact local emergency services• The process of reporting accidents, incidents and problems to appropriate authorities• The emergency evacuation process and first aid procedures to be followed• The workplace procedures and requirements for the handling of workplace injuries/ illnesses• Basic emergency first aid procedure• Safe disposal methods for waste• How to handle hazardous materials, tools and equipment• Importance of good housekeeping at the workplace• How to maintain work area safe and secure• General duties under the relevant health and safety legislation• Alternate energy sources (such as solar and wind energy) and their advantages• Alternate fuels (such as bio-fuel), their production and consumption for cluster sites		
--	---	--	--

	<ul style="list-style-type: none">• Harmful effect (such as pollution) of using fuel such as diesel on the environment and ways to prevent it• Efficient utilisation of resources• Water harvesting techniques and common practices of conserving water• What is soil erosion and how to prevent it• Different types of waste and the ways to categorize waste into dry, wet, recyclable, non-recyclable and items of single-use plastics• Usage of different colours of dustbins for proper waste management and waste disposal methods• Feedback from supervisor and deal in constructive manner• Gender based and PwD concepts, issues and legislation and statutory laws, acts, and provisions defined for PwD• Various medical conditions associated with PwD and rights and duties at the workplace with respect to PwD• Need for employability skills and different learning and employability related portals• Various constitutional and personal values• Different environmentally sustainable practices and their importance• Twenty first (21st) century skills and their importance• How to use English language for effective verbal (face to face and telephonic) and written communication in formal and informal set up• Importance of career development and setting long- and short-term goals• About effective communication• POSH Act• Gender sensitivity and inclusivity• Different types of financial institutes, products, and services• How to compute income and expenditure?• Importance of maintaining safety and security in offline and online financial transactions• Different legal rights and laws		
--	---	--	--

	<ul style="list-style-type: none">• Different types of digital devices and the procedure to operate them safely and securely• How to create and operate an e- mail account and use applications such as word processors, spreadsheets etc.• How to identify business opportunities?• Types and needs of customers• How to apply for a job and prepare for an interview• Apprenticeship scheme and the process of registering on apprenticeship portal• Types of finishing of toys as per application, usage and physical and chemical properties• Tools and equipment required for toy finishing• Procedure to clean the work area• Method to stock the workstation• Types and usage of PPE• SOP to sort, inspect, stack, repair, or replacement of the toys• Procedure to operate forklifts or other transportation equipment• Types of texture finishing for toys• Procedure of vacuum metalizing• Child safety criterion for toys• Types of packaging material for toys• Child safety criterion for packaging material of toys• Types, operating procedure and general maintenance of packaging machines• Procedure to sort, grade and inspect toys as required for specific packages• Types of malfunctions and their solutions for packaging machinery and equipment• Quality parameters of packaged toys• Standard procedure to stack the packaged toys as per SOP• Types of labels and importance of mentioning lot number etc. in the packaged toys• Methods to secure the packaged toys in cartons, etc.		
--	---	--	--

	<ul style="list-style-type: none"> • Methods to interpret job card cum product design of plastic ball point pen' features and drawing, etc. • Types of plastic ball pen assembling process such as mechanical joining (snap and fit joints, screws, rivets, nuts and bolts, etc.), adhesive joining (glue, adhesive tapes, etc.), plastic welding (laser, ultrasound, thermal, hotplate, infrared, etc.) • Specifications of parts of plastic ball point pen such as size, shape, colour, material properties, characteristics, etc. • Methods to collect requirements like components, tools, accessories, and other materials as per work instructions • SOP for clean work area • Methods to clean, maintain and store tools, equipment, auxiliary tools, machinery • Ways to perform pre-operational checks on the machine and equipment • Types of machines, equipment, tools require to cut, shape and splice to fit plastic materials to form parts and assemblies • How to assemble composite materials on the pattern using bonding agents • Operating finishing equipment for trimming, grinding and buffing 		
<p>Professional and Technical Skills/ Expertise/ Professional Knowledge</p>	<p>Specialized skills</p> <ul style="list-style-type: none"> • Read and interpret job card and other related documents • Note down the information communicated by the supervisor • Communicate effectively with supervisor and team members • Fill material requestion forms • Note down instructions received from the seniors • Read and interpret written instructions • Read and understand documentation clearly 	<ul style="list-style-type: none"> • An Operator-Plastic Products Making (Plastic Toy/ Ball Pen) should apply core skills such as understanding of social, political, communication, health, and hygiene and safety at workplace followed, etc. at the workplace. The person should also have good communication and organization skills. • Hence Level 4 	<p>4</p>

	<ul style="list-style-type: none"> • Apply problem-solving approach prior to resolve difficulties • Communicate with all stakeholders in a polite and courteous manner using effective communication skills • Write in English or any regional language • Adopt problem-solving approach • Suggest solutions to improve work processes • Make timely decisions for efficient utilization of resources • Write in English/regional language and complete written work with attention to detail • Communicate effectively with colleagues • Identify cause and effect of greening of jobs • Maintain data on waste disposal at workplace • Ensure punctuality, proper utilization of time and management workload efficiently • Interact with all stakeholders in a polite and courteous manner • Provide support in dealing with stress and anxiety help colleagues to work efficiently • Create awareness about maintaining hygiene at workplace • Read and write different types of documents/instructions/correspondence • Communicate effectively using appropriate language in formal and informal settings • Behave politely and appropriately with all • How to work in a virtual mode • Perform calculations efficiently • Solve problems effectively • Pay attention to details • Manage time efficiently • Maintain hygiene and sanitization to avoid infection • Communicate effectively with supervisor and team members • Fill material requisition forms 		
<p>Employment Readiness & Entrepreneurship</p>	<p>Team readiness, self-entrepreneurship readiness</p>	<ul style="list-style-type: none"> • An Operator-Plastic Products Making (Plastic Toy/ Ball Pen) should have good oral and written 	<p>4</p>

<p>Skills & Mind-set/Professional Skill</p>	<ul style="list-style-type: none"> • Read and write different types of documents/instructions/correspondence • Communicate effectively using appropriate language in formal and informal settings • Behave politely and appropriately with all • How to work in a virtual mode • Perform calculations efficiently • Solve problems effectively • Pay attention to details • Manage time efficiently • Maintain hygiene and sanitization to avoid infection 	<p>communication skills, Intermediate literacy and numeracy skills, basic self-employment/ entrepreneurial Mind-set, etc.</p>	
<p>Broad Learning Outcomes/Core Skill</p>	<p>Specialized/ complex jobs/tasks</p> <ul style="list-style-type: none"> • Carry out assembling and finishing of plastic products • Carry out inspection activities of plastic products • Coordinate and communicate effectively at the workplace • Carry out housekeeping • Carry out health and safety • Follow ethical and sustainable practices at the workplace • Employability Skills (60 Hours) • Perform toy finishing activities • Package the toys for shipment • Assembling and finishing of plastic ball pen 	<ul style="list-style-type: none"> • An Operator-Plastic Products Making (Plastic Toy/ Ball Pen) is responsible for carry out assembling, finishing and inspecting activities of plastic products, perform toy finishing activities, packaging the toys for shipment, and assembling and finishing of plastic ball pen. • Hence Level 4 	<p>4</p>
<p>Responsibility</p>	<p>Self and team responsibility – Sr. Technician or Master Technician</p> <ul style="list-style-type: none"> • Prepare for plastic product assembling and finishing activities • Perform plastic products assembling and finishing activities • Perform inspection and post- inspection activities • Communicate effectively with colleagues and seniors • Coordinate with cross-functional teams • Prepare for housekeeping practices • Carry out housekeeping operations 	<ul style="list-style-type: none"> • An Operator-Plastic Products Making (Plastic Toy/ Ball Pen) is responsible for different activities such as preparing for plastic product assembling and finishing activities, performing plastic products assembling and finishing activities, and inspection and post- inspection activities. • Hence Level 4 	<p>4</p>

	<ul style="list-style-type: none"> • Perform post housekeeping activities • Maintain safe and efficient workplace • Follow appropriate emergency procedures • Comply with standard safety procedures • Participate in safety awareness campaigns • Adopt resource conservation practices (Greening) • Follow effective waste management practices • Display behavioural Skills at workplace • Adopt workplace practices and policies respecting gender and ability differences • Introduction to Employability Skills • Constitutional values – Citizenship • Becoming a Professional in the 21st Century • Basic English Skills • Career Development & Goal Setting • Communication Skills • Diversity & Inclusion • Financial and Legal Literacy • Essential Digital Skills • Entrepreneurship • Customer Service • Getting ready for apprenticeship & Jobs • Prepare for finishing activities • Finish the toy product • Prepare for packaging activities • Package the toys • Prepare for plastic ball pen assembling and finishing activities • Perform plastic ball assembling and finishing activities 		
--	--	--	--

Annexure: Tools and Equipment (Lab Set-Up)

List of Tools and Equipment
Batch Size:

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size
1.	Sample job card cum product design features and drawing	As per Industry specifications	01
2.	Required tools	Screwdriver, Go-No Go Gauges, Micrometers, Vernier Calipers, Pneumatic Press	As required

3.	Machines and equipment for assembling and finishing of plastic products	Ultrasonic welding machine, Hot plate welding equipment, Trimming and deburring tools, painting and spraying equipment	01
4.	Autoclave oven	For small products	01
5.	Required defective plastic products	As per Industry Norms	As required
6.	Sample product inspection report	As per Industry Norms	As required
7.	Logs and records etc.	As per Industry Norms	As required
8.	Sample of escalation matrix	Sample of escalation matrix	As required
9.	Organisation structure	Organisation structure	As required
10.	Cleaning rags	As per Industry Norms	05
11.	Cleaning brush	As per Industry Norms	05
12.	Broom	Broom	05
13.	Mop	Mop	05
14.	Cleaning chemicals	Hypochlorite, Acetone, Sanitizers, Detergents, Baking soda, etc.	As required
15.	Floor cleaning machine	Electric Floor Cleaning Machine	02
16.	Personal Protective Equipment (PPE) - safety helmet, safety goggle, safety shoes, safety gloves, mask	Safety helmet, safety shoes, safety goggles, safety gloves, mask	30 sets
17.	Sample of PPEs – safety helmet, safety goggle, safety shoes, safety gloves, mask, earmuff, first aid box, fire extinguisher, eye-wash station.	Sample of PPEs – safety helmet, safety goggle, safety shoes, safety gloves, mask, earmuff, first aid box, fire extinguisher, eye-wash station.	30 sets
18.	Defective raw material	As per Industry Norms	As required
19.	Defective components,	As per Industry Norms	As required

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. Whiteboard
2. Flip Chart
3. Duster
4. Projector
5. Projector screen
6. Computer/ Laptop with charger
7. Power Point Presentation
8. 2.1 Laptop External Speakers
9. Training kit (Trainer guide, Presentations)
10. Participant Handbook and Related Standard Operating Procedures
11. Markers

12. Chalk

Annexure: Industry Validations Summary

Provide the summary information of all the industry validations in table. This is not required for OEM qualifications.

S. No	Organization Name	Representative Name	Designation	Contact Address	Contact Phone No	E-mail ID	LinkedIn Profile (if available)
1.	Avon Plastic Industries Private Limited	Mr. Dinesh Kumar	HR – Head	No.53, Bommasandra Jigani link Road, Anekal Taluk, Bangalore-562 1 06.	9480936935	avonplast@gmail.com	
2.	Nirmala Rotoplast Pvt. Ltd.	Mr. Ghasi Ram Pramanik		Vill-Chutu, P.O Neori Bikas, Ranchi – 835217	9204052229	sinterhimgiri@gmail.com	
3.	Tara Shankar Plastic Industries	Ms. Rini Datta	HR – Manager	Amtali Bypass, Agartala, Tripura	8119804831	Tarashankar.agt@gmail.com	
4.	RFL Plastics	Mr. Jayanta Nag	Head – Production	Bhojdhang Nagar, Agartala, Tripura	8048372464	crd@prangroup.com	
5.	Prandeep Plasto Industries	Mr. Prangopal Saha	Proprietor	Budhjung Nagar, Agartala	9436451890	prandeep@gmail.com	
6.	Electronica Plastic Machines Ltd.	Mr. Lalit Gundawar	Manager (HR & Admin)	Gat No. 399, Hissa No. 1&2, A/P Bhare, Tal Mulshi, Pirangut, Pune, Maharashtra 412115	982387189	lag@electronicapmd.com	
7.	Glen Industries Pvt. Ltd.	Mr. Lalit Agarwal	Director	50A, Block C, New Alipore, Kolkata – 700053	9831087598	Lalit_ostern@yahoo.com	
8.	Savotram Polymers	Mr. C.S. Kotambkar	Manager	F38/1, Phase II, MIDC, Akola	8605761199	spmidcakola@gmail.com	
9.	Servo Packaging Ltd.	Mr. Sisir Jalan	Whole time director	32, Ezra street, 7 th Floor, Room No. 704, Kolkata – 700001	9830096212	sisir@servopackaging.com	
10.	VGR Foodtech Agro Pvt. Ltd.	Mr. Sisir Jalan	Whole time director	32, Ezra street, 7 th Floor, Room No. 704, Kolkata – 700001	9830096212	sisir@servopackaging.com	
11.	Mahakali Chandrapur Polytex Pvt. Ltd.	Mr. Abhilash Bukkawar	Director	Chandrapur	9420451808	abukkawar@gmail.com	
12.	Khandelwal Plastic Ind.	Mr. Pranay Khandelwal	Managing Director	Banjari Chok, Gol Bazar, Raipur – 492001	9111166006	cco@khandelwalplastic.com	

13.	Manju Mould Tech	Mr. Venkataramana Manjunath	Head	#19/ 2D, 5 th Cross, J.C Industrial Estate, Behind Metro, Bikasipura Road, Bengaluru – 560062	9880429291	Smsmanju18@gmail.com	
14.	VDA Technologies	Mr. Dinesh M Kapoor	Proprietor	5/6 Sheetal Industrial Estate No. 8, Navghar Vasai east District, Palghar - 401208	9324580091	dinesh@vdatechnologies.in	
15.	Skylite Innovations Pvt. Ltd.	Mr. Puneet Gupta	Managing Director	Vill – Tipra, PO Barotiwala, Solan, H.P	9599914919	puneet@skylite.in	
16.	Shivam Agencies	Mr. Ratan Chopra	Proprietor	Upper Bazar, Ranchi	8835352361		
17.	Sure Lines	Mr. Vineet Shah	G.M	T-405, MIDC, Bhosari, Pune – 411026	9730019421	Vineet.shah@surelines.in	
18.	Tunga PVC Pipes Pvt. Ltd.	Mr. Dinesh Kumar	HR Head	No.134, Bommasandra industrial Area Hosur Road, Bangalore Karnataka 562 158	8310292068	Ttunga93@yahoo.in	
19.	Asian Plastics	Mr. V. S. R. Prasad	Proprietorship	Asian Plastics	9440260660	Prasad.vitta@gmail.com	
20.	Chirra Polymers	Mr. Chirra Gangadhar Reddy	Managing Director	Autonagar, Guntur, Andhra Pradesh	800864600	chirrapolymers@gmail.com	
21.	Heritage Polymers	Mr. Umamaheshwar Rao	Proprietorship	Paravada, Visakhapatnam, Donkada, Andhra Pradesh 531021	9949140137	Heritage.polymer@yahoo.com	

Annexure: Training & Employment Details

Training and Employment Projections:

Year	Total Candidates		Women		People with Disability	
	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities	Estimated Training #	Estimated Employment Opportunities
2023-24	100	100	25	25	0	0
2024-25	200	200	50	50	0	0
2025-26	300	300	75	75	0	0

Data to be provided year-wise for next 3 years

Training, Assessment, Certification, and Placement Data for previous versions of qualifications:

Qualification Version	Year	Total Candidates				Women				People with Disability			
		Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed	Trained	Assessed	Certified	Placed

Applicable for revised qualifications only, data to be provided year-wise for past 3 years.

List Schemes in which the previous version of Qualification was implemented:

- 1.
- 2.

Content availability for previous versions of qualifications:

Participant Handbook Facilitator Guide Digital Content Qualification Handbook Any Other:

Languages in which Content is available:

Annexure: Blended Learning

Blended Learning Estimated Ratio & Recommended Tools:

Refer NCVET “Guidelines for Blended Learning for Vocational Education, Training & Skilling” available on:

<https://ncvet.gov.in/sites/default/files/Guidelines%20for%20Blended%20Learning%20for%20Vocational%20Education,%20Training%20&%20Skilling.pdf>

S. No.	Select the Components of the Qualification	List Recommended Tools – for all Selected Components	Offline : Online Ratio
1	<input checked="" type="checkbox"/> Theory/ Lectures - Imparting theoretical and conceptual knowledge	<ul style="list-style-type: none"> • Books/ e-books • Presentations • Reference Material • Audio / Video Modules 	40:60
2	<input checked="" type="checkbox"/> Imparting Soft Skills, Life Skills, and Employability Skills /Mentorship to Learners	<ul style="list-style-type: none"> • Self-Learning Videos • Broadcasts • Mobile Learning • Curated Digital content 	40:60
3	<input checked="" type="checkbox"/> Showing Practical Demonstrations to the learners	<ul style="list-style-type: none"> • Video Content • E-Resource library • AR/ VR/ XR 	40:60
4	<input checked="" type="checkbox"/> Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training	<ul style="list-style-type: none"> • Training tools (tools list attached) • Video Play • Presentations 	40:60

5	<input checked="" type="checkbox"/> Tutorials/ Assignments/ Drill/ Practice	<ul style="list-style-type: none"> • Online Question Bank • Mobile Quick test app • MCQ based tests 	40:60
6	<input checked="" type="checkbox"/> Proctored Monitoring/ Assessment/ Evaluation/ Examinations	<ul style="list-style-type: none"> • Assessment engine for Essays • Up-loadable file examinations • Mock test sessions 	40:60
7	<input checked="" type="checkbox"/> On the Job Training (OJT)/ Project Work Internship/ Apprenticeship Training	<ul style="list-style-type: none"> • Online tests • Offline assessments 	40:60

Annexure: Detailed Assessment Criteria

Detailed assessment criteria for each NOS/Module are as follows:

NOS/Module Name	Assessment Criteria for Performance Criteria/Learning Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
RSC/N8027: Carry out assembling and finishing of plastic products	<i>Prepare for plastic product assembling and finishing activities</i>	20	30	-	-
	PC1. obtain the job card cum product design features and drawing from the supervisor	2	4	-	-
	PC2. check the type of assembling requirements like mechanical, welding and solvent bonding, or adhesive	3	3	-	-
	PC3. check the specifications like size, shape, colour, material properties, characteristics, etc.	3	4	-	-
	PC4. identify and collect various components, tools, accessories, and other materials as per work instructions	3	3	-	-
	PC5. ensure work area is cleaned as per SOP	2	4	-	-
	PC6. make sure required tools, equipment, auxiliary tools, machinery are cleaned and hazard free as per standards	2	4	-	-
	PC7. perform pre-operational checks on the machine and equipment	3	4	-	-
	PC8. set up tools and equipment as per the supervisor's instructions	2	4	-	-
	<i>Perform plastic products assembling and finishing activities</i>	20	30	-	-
	PC9. operate machines, equipment, tools to cut, shape, splice and fit plastic material to form parts and assemblies	2	3	-	-
	PC10. carry out assembling operations such as adhesive joining, mechanical joining, plastic welding as required	2	3	-	-
	PC11. assemble composite materials on patterns to form parts and assemblies using bonding agents while welding/ adhesive joining	2	4	-	-
	PC12. apply resin mixtures to metal or wooden mould to form plastic products	2	3	-	-
	PC13. load and operate autoclave oven to cure and bond plastic and composite parts and sub-assemblies	3	4	-	-
	PC14. trim, grind or buff plastic products to form final product	2	3	-	-
	PC15. clean the area after assembling and finishing to ensure work environment is maintained in a safe and productive manner	3	4	-	-
PC16. ensure safe usage of machines	2	3	-	-	
PC17. clean, maintain and store all the tools, equipment, and machinery after use as per SOP	2	3	-	-	

	Total Marks	40	60	-	-	
RSC/N8028: Carry out inspection activities of plastic products	<i>Perform inspection and post- inspection activities</i>	40	60	-	-	
	PC1. measure the specifications of the finished products as per quality standards	5	7	-	-	
	PC2. carry out inspection of manufactured plastic products for defects using visual methods or instruments	5	8	-	-	
	PC3. make minor adjustments and repairs to the product	5	7	-	-	
	PC4. affix seals and tags to mark approved plastic product and defective products	5	8	-	-	
	PC5. re-route defective products for repair or recycling process	5	7	-	-	
	PC6. prepare product inspection report and submit them to the appropriate authority	5	7	-	-	
	PC7. assist supervisor in training new workers	5	7	-	-	
	PC8. prepare logs and records as per organizational standards	5	8	-	-	
	Total Marks	40	60	-	-	
RSC/N5610: Coordinate and communicate effectively at the workplace	<i>Communicate effectively with colleagues and seniors</i>	28	44	-	-	
	PC1. interact with colleagues and senior in a polite and professional manner	2	4	-	-	
	PC2. listen actively to the issues or requirements of colleagues and respond timely	2	4	-	-	
	PC3. exhibit trust, support and respect to all colleagues and seniors	2	4	-	-	
	PC4. pass on essential information to the colleagues timely	2	4	-	-	
	PC5. maintain clarity, honesty and transparency while communicating with the seniors and colleagues	2	4	-	-	
	PC6. coordinate with seniors on work-related and behavioral feedback	3	4	-	-	
	PC7. comply with organization's policies and procedures for team work	3	4	-	-	
	PC8. seek clarification on the information provided by seniors, if needed	3	4	-	-	
	PC9. respect the personal and professional space of colleagues and superiors	3	4	-	-	
	PC10. report status of work as per the schedule to seniors and inform about any deviations or anomalies	3	4	-	-	
	PC11. provide information in the desired format and frequency	3	4	-	-	
		<i>Coordinate with cross-functional teams</i>	12	16	-	-
	PC12. support colleagues of other departments for smooth work process, as required	3	4	-	-	
	PC13. coordinate with maintenance /engineering team for preventive and corrective maintenance, break down and calibration errors	3	4	-	-	
PC14. provide inputs to the concerned stakeholders in periodic fence line review to detect non-compliance	3	4	-	-		
PC15. coordinate with health and safety team for incident or authorized personnel, accident and emergency, if any	3	4	-	-		
	Total Marks	40	60	-	-	
RSC/N5001: Carry out housekeeping	<i>Prepare for housekeeping activities</i>	22	31	-	-	
	PC1. inspect the area/s to identify the different types of surfaces that require cleaning	2	4	-	-	

	PC2. determine the material requirements for cleaning the areas inspected considering risk, time, efficiency and type of stain	4	4	-	-
	PC3. ensure that cleaning equipment is in proper working condition	2	4	-	-
	PC4. ensure that the suitable alternatives are selected for cleaning the areas, in case the appropriate equipment and materials are not available	3	4	-	-
	PC5. ensure that the correct sequence/steps are followed for cleaning the area to avoid re-soiling clean areas and surfaces	4	5	-	-
	PC6. ensure the usage of appropriate signage to inform about the cleaning activity being carried out	2	3	-	-
	PC7. ensure adequate ventilation for the work being carried out	2	3	-	-
	PC8. wear personal protective equipment suitable for the cleaning method and cleaning materials being used	3	4	-	-
	<i>Carry out housekeeping operations</i>	9	13	-	-
	PC9. ensure that the cleaning activity is carried out as per SOP	3	4	-	-
	PC10. manage accidental damage, as per the workplace procedure, caused while carrying out the work	2	3	-	-
	PC11. report to the appropriate person regarding difficulties in carrying out the work	2	3	-	-
	PC12. identify and report to the appropriate person if any additional cleaning required that is outside one's responsibility or skill	2	3	-	-
	<i>Perform post housekeeping activities</i>	9	16	-	-
	PC13. ensure that housekeeping equipment and supplies are stored and maintained as per company standards	2	3	-	-
	PC14. ensure that, on completion of the work, the area is left clean and dry as per the requirements	2	4	-	-
	PC15. ensure that the equipment, materials and personal protective equipment that were used, are returned to their respective places in appropriate manner	2	4	-	-
	PC16. ensure appropriate disposal of the waste garnered from the cleaning activity	1	3	-	-
	PC17. ensure that all necessary supplies or consumables are replenished as per the requirement	2	2	-	-
	Total Marks	40	60	-	-
RSC/N5007: Carry out health and safety	<i>Maintain a clean and efficient workplace</i>	9	21	-	-
	PC1. undertake basic safety checks before operation of all machinery and equipment and report hazards to the appropriate supervisor	2	2	-	-
	PC2. work for which protective clothing or equipment is required is identified and the appropriate protective clothing or equipment is used in performing these duties in accordance with workplace policy	2	2	-	-
	PC3. read and understand the hazards of use and contamination mentioned on the labels of chemicals, utilities etc	-	2	-	-

PC4. prior to performing manual handling jobs, risk is assessed and work is carried out according to currently recommended safe practices.	2	2	-	-
PC5. use equipment and materials safely and correctly and return the same to designated storage when not in use	1	2	-	-
PC6. dispose off waste safely and correctly in a designated area	2	4	-	-
PC7. risks to bystanders are recognized and action taken to reduce risk associated with jobs in the workplace	-	2	-	-
PC8. perform work in a manner which minimizes environmental damage	-	2	-	-
PC9 all procedures and work instructions for controlling risk are followed closely	-	1	-	-
PC10. report any accidents, incidents or problems without delay to an appropriate person and take immediate necessary action to reduce further danger	-	2	-	-
<i>Render appropriate emergency procedures</i>	9	18	-	-
PC11. follow procedures for dealing with accidents, fires and emergencies, including communicating location and directions to emergency	2	4	-	-
PC12. follow emergency procedures as per company standards and workplace requirements	2	4	-	-
PC13. use emergency equipment in accordance with manufacturers' specifications and workplace requirements	2	4	-	-
PC14. provide treatment appropriate to the patient's injuries in accordance with recognized first aid techniques	-	1	-	-
PC15. recover (if practical), clean, inspect/test, refurbish, replace and store the first aid equipment as appropriate	-	2	-	-
PC16. dispose off medical waste in accordance with workplace requirements	-	1	-	-
PC17. report details of first aid administered in accordance with work place procedures	3	2	-	-
<i>Maintain standard safety procedures at the workplace</i>	6	15	-	-
PC18. comply with general safety procedures	2	4	-	-
PC19. follow standard safety procedures while handling equipment, hazardous material or tool.	-	2	-	-
PC20. check parts of the workplace and take preventive actions like spraying and other steps to protect from leakages, water logging, pests, fire, pollution, etc.	2	4	-	-
PC21. ensure no accidents and damages at the workplace, reporting of any breach of company safety procedure	-	1	-	-
PC22. keep the workplace organized, swept, clean and hazard free	2	4	-	-
<i>Participate in safety awareness campaigns</i>	2	8	-	-
PC23. attend fire drills and other safety related workshops organized at the workplace	1	3	-	-

	PC24. be aware of first aid, evacuation and emergency procedures	1	3	-	-
	PC25. be alert of any events and do not be negligent to any safety procedures to be followed	-	2	-	-
	<i>Understand potential sources of accidents</i>	1	3	-	-
	PC26. avoid accidents while using hazardous chemicals, machines, sharp tools and equipment	1	3	-	-
	<i>Understand potential sources of accidents</i>	3	5	-	-
	PC27. use safety materials such as protective gear, goggles, caps, shoes, etc.(as applicable with workplace)	2	2	-	-
	PC28. handle heavy and hazardous materials with care and using appropriate tools and handling equipment such as trolleys, ladders	1	3	-	-
	Total Marks	30	70	-	-
RSC/N5603: Follow ethical and sustainable practices at the workplace	<i>Adopt resource conservation practices (Greening)</i>	11	26	-	-
	PC1. follow organizational policies for usage of alternate energy source, such as solar energy, for the site	3	3	-	-
	PC2. ensure proper usage of fuels (such as diesel) to minimise pollution and conserve energy	2	6	-	-
	PC3. use resources in a responsible manner	2	6	-	-
	PC4. ensure zero wastage of water and follow water conservation practices at the workplace	2	5	-	-
	PC5. carry out processes to prevent soil erosion during plantation and other related activities	2	6	-	-
	<i>Follow effective waste management practices</i>	13	17	-	-
	PC6. identify and segregate different types of waste such as recyclable, non-recyclable, and hazardous waste generated	3	4	-	-
	PC7. store waste into different types of bins/containers or appropriate areas based on their categorisation	3	4	-	-
	PC8. undertake disposal of non-recyclable waste appropriately as per the prescribed procedure	3	4	-	-
	PC9. organise storage of recyclable and reusable material at identified location	2	3	-	-
	PC10. ensure proper disposal of hazardous waste as per specified processes	2	2	-	-
	<i>Display behavioural Skills at workplace</i>	5	5	-	-
	PC11. ensure timely execution of the assigned tasks.	4	2	-	-
PC12. exhibit proper etiquette and emotionalbehaviour at workplace and among team members	1	3	-	-	
<i>Adopt workplace practices and policies respecting gender and ability differences</i>	11	12	-	-	

	PC13. follow appropriate non verbal communications taking gender and disability of the person into consideration	4	4	-	-
	PC14. communicate in a polite and appropriate manner irrespective of the ability and gender of the person	3	4	-	-
	PC15. ensure to provide work assistance/support to PwD team members and coordinate with them if needed or requested	4	4	-	-
	Total Marks	40	60	-	-
DGT/VSQ/N0102 - Employability Skills (60 hours)	<i>Introduction to Employability Skills</i>	1	1	-	-
	PC1. identify employability skills required for jobs in various industries	-	-	-	-
	PC2. identify and explore learning and employability portals	-	-	-	-
	<i>Constitutional values – Citizenship</i>	1	1	-	-
	PC3. recognize the significance of constitutional values, including civic rights and duties, citizenship, responsibility towards society etc. and personal values and ethics such as honesty, integrity, caring and respecting others, etc.	-	-	-	-
	PC4. follow environmentally sustainable practices	-	-	-	-
	<i>Becoming a Professional in the 21st Century</i>	2	4	-	-
	PC5. recognize the significance of 21st Century Skills for employment	-	-	-	-
	PC6. practice the 21st Century Skills such as Self- Awareness, Behaviour Skills, time management, critical and adaptive thinking, problem-solving, creative thinking, social and cultural awareness, emotional awareness, learning to learn for continuous learning etc. in personal and professional life	-	-	-	-
	<i>Basic English Skills</i>	2	3	-	-
	PC7. use basic English for everyday conversation in different contexts, in person and over the telephone	-	-	-	-
	PC8. read and understand routine information, notes, instructions, mails, letters etc. written in English	-	-	-	-
	PC9. write short messages, notes, letters, e-mails etc. in English	-	-	-	-
	<i>Career Development & Goal Setting</i>	1	2	-	-
	PC10. understand the difference between job and career	-	-	-	-
	PC11. prepare a career development plan with short- and long-term goals, based on aptitude	-	-	-	-
	<i>Communication Skills</i>	2	2	-	-
	PC12. follow verbal and non-verbal communication etiquette and active listening techniques in various settings	-	-	-	-
PC13. work collaboratively with others in a team	-	-	-	-	
<i>Diversity & Inclusion</i>	1	2	-	-	
PC14. communicate and behave appropriately with all genders and PwD	-	-	-	-	
PC15. escalate any issues related to sexual harassment at workplace according to POSH Act	-	-	-	-	
<i>Financial and Legal Literacy</i>	2	3	-	-	
PC16. select financial institutions, products and services as per requirement	-	-	-	-	
PC17. carry out offline and online financial transactions, safely and securely	-	-	-	-	
PC18. identify common components of salary and compute income, expenses, taxes, investments etc	-	-	-	-	

	PC19. identify relevant rights and laws and use legal aids to fight against legal exploitation	-	-	-	-
	<i>Essential Digital Skills</i>	3	4	-	-
	PC20. operate digital devices and carry out basic internet operations securely and safely	-	-	-	-
	PC21. use e- mail and social media platforms and virtual collaboration tools to work effectively	-	-	-	-
	PC22. use basic features of word processor, spreadsheets, and presentations	-	-	-	-
	<i>Entrepreneurship</i>	2	3	-	-
	PC23. identify different types of Entrepreneurship and Enterprises and assess opportunities for potential business through research	-	-	-	-
	PC24. develop a business plan and a work model, considering the 4Ps of Marketing Product, Price, Place and Promotion	-	-	-	-
	PC25. identify sources of funding, anticipate, and mitigate any financial/ legal hurdles for the potential business opportunity	-	-	-	-
	<i>Customer Service</i>	1	2	-	-
	PC26. identify different types of customers	-	-	-	-
	PC27. identify and respond to customer requests and needs in a professional manner.	-	-	-	-
	PC28. follow appropriate hygiene and grooming standards	-	-	-	-
	<i>Getting ready for apprenticeship & Jobs</i>	2	3	-	-
	PC29. create a professional Curriculum vitae (Résumé)	-	-	-	-
	PC30. search for suitable jobs using reliable offline and online sources such as Employment exchange, recruitment agencies, newspapers etc. and job portals, respectively	-	-	-	-
	PC31. apply to identified job openings using offline/online methods as per requirement	-	-	-	-
	PC32. answer questions politely, with clarity and confidence, during recruitment and selection	-	-	-	-
	PC33. identify apprenticeship opportunities and register for it as per guidelines and requirements	-	-	-	-
	Total Marks	20	30	-	-
RSC/N8029: Perform toy finishing activities	<i>Prepare for finishing activities</i>	20	30	-	-
	PC1. collect instructions and specifications regarding toy finishing from the senior operator	2	2	-	-
	PC2. check the specification sheet to choose the finishing operation to be performed	1	3	-	-
	PC3. verify the finishing treatment to be given to the toy product	2	2	-	-
	PC4. arrange all tools and equipment to give finishing to the toys	2	3	-	-
	PC5. clean and maintain the work area in an orderly manner	2	3	-	-
	PC6. place a cloth on the finishing workstation	2	3	-	-
	PC7. keep some spare clothes handy to remove any excess chemicals	2	2	-	-
	PC8. wear PPE like rubber gloves, safety glasses, etc.	2	3	-	-
	PC9. sort, inspect, and stack the toys to be finished, as instructed	1	3	-	-

	PC10. diagnose and repair or return the damaged toys, as per SOP	2	3	-	-
	PC11. operate forklifts or other equipment to unload containers, move, and transport toys	2	3	-	-
	<i>Finish the toy product</i>	20	30	-	-
	PC12. choose the finish depending on the physical and chemical properties of the toy product	2	3	-	-
	PC13. perform finishing activities such as painting or varnishing the toy product	2	3	-	-
	PC14. make sure the finishing process is done in line with the application of the toy product	2	2	-	-
	PC15. smoothen the edges of the toys to ensure there are no sharp edges to hurt the children	2	3	-	-
	PC16. ensure the painting and varnishing of the toys are done using prescribed non-toxic colors and chemicals	2	2	-	-
	PC17. perform vacuum metalizing, if required	2	3	-	-
	PC18. use the right finish to the toys to hide the machine marks or flow lines	1	3	-	-
	PC19. perform texture finishing to improve grip etc., if required	2	3	-	-
	PC20. verify the finishing process follows the prescribed child safety criteria	2	3	-	-
	PC21. mark identification numbers, trademarks, grades, sizes, or model numbers, etc. on toys	1	3	-	-
	PC22. stack finished toys and load them on racks or carts to go for packaging	2	2	-	-
	Total Marks	40	60	-	-
RSC/N8030: Package the toys for shipment	<i>Prepare for packaging activities</i>	20	30	-	-
	PC1. collect the specification sheet from the senior operator	2	3	-	-
	PC2. arrange the required packaging equipment and material	2	3	-	-
	PC3. Inspect and remove defective products and packaging material	2	4	-	-
	PC4. check the packaging machines for proper functioning	2	3	-	-
	PC5. clean, oil, and make minor adjustments or repairs to machinery and equipment, such as opening valves or setting guides	3	4	-	-
	PC6. report the machines or equipment to be repaired or replaced to the authorized person	2	3	-	-
	PC7. ensure all toy products are in good operational condition, safe, and meet the specified quality standards	2	4	-	-
	PC8. sort, grade, weigh, and inspect toy products, as per SOP	3	3	-	-
	PC9. verify and adjust the toys weight or measurement to meet the specifications of the packaging	2	3	-	-
	<i>Package the toys</i>	20	30	-	-
	PC10. start the packaging machine by engaging controls	1	3	-	-
	PC11. adjust machine components and machine tension and pressure according to the size or processing angle of the toys	2	2	-	-
	PC12. regulate machine flow, speed, or temperature, and operate the machines that package the toys	2	3	-	-
	PC13. ensure proper supply of toys and packaging material to the feeding devices	2	2	-	-

	<i>Prepare for packaging activities</i>	1	3	-	-
	PC14. monitor the production line for problems like pile-ups, jams, etc.	2	2	-	-
	PC15. stop or reset machines when malfunctions occur, clear machine jams, and report malfunctions to a supervisor	2	3	-	-
	PC16. observe machine operations to ensure quality and conformity of packaged toys as per child safety criteria	1	2	-	-
	PC17. remove finished packaged toys from the machine and separate the rejected items	2	3	-	-
	PC18. stack finished packaged toys, or wrap protective material around each item, and pack the items in cartons or containers, as required	1	2	-	-
	PC19. attach identification labels to finished packaged toys, or cut stencils and stencil information on containers, such as lot numbers or shipping destinations	2	3	-	-
	PC20. secure finished packaged toys by hand tying, sewing, gluing, stapling, or attaching fastener, as applicable	2	2	-	-
	Total Marks	40	60	-	-
	<i>Prepare for plastic ball pen assembling and finishing activities</i>	20	30	-	-
RSC/N8031: Assembling and finishing of plastic ball pen	PC1. obtain the job card cum product design features and drawing from the supervisor	2	4	-	-
	PC2. check the type of assembling requirements like Drilled Nozzle Plate, Ink cartridges, Centrifuging Machines, Ink Filling Machine etc and check the specifications like size, shape, colour, material properties, characteristics, etc.	3	5	-	-
	PC3. identify and collect various components, tools, accessories, and other materials as per work instructions	3	4	-	-
	PC4. ensure work area is cleaned as per SOP	3	4	-	-
	PC5. make sure required tools, equipment, auxiliary tools, machinery are cleaned and hazard free as per standards	2	4	-	-
	PC6. perform pre-operational checks on the machine and equipment	4	5	-	-
	PC7. set up tools and equipment as per the supervisor's instructions	3	4	-	-
	<i>Perform plastic ball assembling and finishing activities</i>	20	30	-	-
	PC8. operate machines, equipment, tools to cut, shape, splice and fit plastic material to form parts and assemblies of plastic ball point pens	3	5	-	-
	PC9. carry out assembling operations plastic ball pens such as adhesive joining, mechanical joining, as required	3	5	-	-
	PC10. assemble composite materials on patterns to form parts of plastic ball pen and assemblies using bonding agents while adhesive joining	4	5	-	-
	PC11. clean the area after assembling and finishing to ensure work environment is maintained in a safe and productive manner	4	5	-	-
	PC12. ensure safe usage of machines	3	5	-	-
PC13. clean, maintain and store all the tools, equipment, and machinery after use as per SOP	3	5	-	-	
	Total Marks	40	60	-	-
Grand Total		370	580	-	-

Annexure: Assessment Strategy

This section includes the processes involved in identifying, gathering, and interpreting information to evaluate the Candidate on the required competencies of the program.

Mention the detailed assessment strategy in the provided template.

1. Assessment System Overview:

- Batches assigned to the assessment agencies for conducting the assessment on SIP or email
- Assessment agencies send the assessment confirmation to VTP/TC looping SSC
- Assessment agency deploys the ToA certified Assessor for executing the assessment
- SSC monitors the assessment process & records

2. Testing Environment:

- Check the Assessment location, date and time

NSQC Approved

- If the batch size is more than 30, then there should be 2 Assessors.
- Check that the allotted time to the candidates to complete Theory & Practical Assessment is correct.

3. Assessment Quality Assurance levels/Framework:

- Question bank is created by the Subject Matter Experts (SME) are verified by the other SME
- Questions are mapped to the specified assessment criteria
- Assessor must be ToA certified & trainer must be ToT Certified

4. Types of evidence or evidence-gathering protocol:

- Time-stamped & geotagged reporting of the assessor from assessment location
- Centre photographs with signboards and scheme specific branding

5. Method of verification or validation:

- Surprise visit to the assessment location

6. Method for assessment documentation, archiving, and access

- Hard copies of the documents are stored

On the Job:

1. Each module (which covers the job profile of Operator-Assembling, Finishing and Inspecting of Plastic Products) will be assessed separately.
2. The candidate must score 60% in each module to successfully complete the OJT.
3. Tools of Assessment that will be used for assessing whether the candidate is having desired skills and etiquette of dealing with customers, understanding needs & requirements, assessing the customer and perform Soft Skills effectively:
 - Videos of Trainees during OJT
 -
4. Assessment of each Module will ensure that the candidate is able to:
 - Effective engagement with the customers
 - Understand the working of various tools and equipment

Annexure: Acronym and Glossary

Acronym

Acronym	Description
AA	Assessment Agency
AB	Awarding Body
ISCO	International Standard Classification of Occupations
NCO	National Classification of Occupations
NCrF	National Credit Framework
NOS	National Occupational Standard(s)
NQR	National Qualification Register
NSQF	National Skills Qualifications Framework
OJT	On the Job Training

Glossary

Term	Description
National Occupational Standards (NOS)	NOS define the measurable performance outcomes required from an individual engaged in a particular task. They list down what an individual performing that task should know and also do.
Qualification	A formal outcome of an assessment and validation process which is obtained when a competent body determines that an individual has achieved learning outcomes to given standards
Qualification File	A Qualification File is a template designed to capture necessary information of a Qualification from the perspective of NSQF compliance. The Qualification File will be normally submitted by the awarding body for the qualification.
Sector	A grouping of professional activities on the basis of their main economic function, product, service or technology.
Long Term Training	Long-term skilling means any vocational training program undertaken for a year and above. https://ncvet.gov.in/sites/default/files/NCVET.pdf

NSQC Approved