

Jute Carding Operator

- ☒ 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: 2

Submitted By:

Textile Sector Skill Council

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Section 1: Basic Details

1.	Qualification Name	Jute Carding Operator	
2.	Sector/s	Textile & Handlooms	
3.	Type of Qualification ☐ New ☒ Revised ☐ Has Electives/ Options ☐ OEM	NQR Code & version of the existing /previous qualification: QG-02-TX-01883-2024-V1.1-TSC	Qualification Name of the existing/previous version: Jute Carding Operator
4.	a. OEM Name b. Qualification Name (Wherever applicable)	NA NA	
5.	National Qualification Register (NQR) Code & Version	QG-02-TX-04112-2025-V2-TSC	6. NCrF/NSQF Level: 2
7.	Award (Certificate/Diploma/Advance Diploma/ Any Other (Wherever applicable specify multiple entry/exits also & provide details in annexure)	Certificate	
8.	Brief Description of the Qualification	A Jute carding operator should be able to operate efficiently the Jute Carding Machine so as to maintain the desired productivity and quality of the carded slivers of jute. A Jute Carding Operator can seek employment in a Jute factory.	

9.	Eligibility Criteria for Entry for a Student/Trainee/Learner/Employee	a. Entry Qualification & Relevant Experience: <table border="1" data-bbox="795 233 1789 410"> <tr> <th data-bbox="795 233 898 370">S. No.</th> <th data-bbox="898 233 1360 370">Academic/Skill Qualification (with Specialization - if applicable)</th> <th data-bbox="1360 233 1789 370">Relevant Experience (with Specialization - if applicable)</th> </tr> <tr> <td data-bbox="795 370 898 410">1</td> <td data-bbox="898 370 1360 410">Ability to read and write</td> <td data-bbox="1360 370 1789 410">Nil</td> </tr> </table> 18 Years				S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Relevant Experience (with Specialization - if applicable)	1	Ability to read and write	Nil						
S. No.	Academic/Skill Qualification (with Specialization - if applicable)	Relevant Experience (with Specialization - if applicable)															
1	Ability to read and write	Nil															
10.	Credits Assigned to this NOS-Qualification, Subject to Assessment (as per National Credit Framework (NCrF))	9 Credits		11. Common Cost Norm Category (I/II/III) (wherever applicable): I													
12.	Any Licensing Requirements for Undertaking Training on This Qualification	Not Applicable															
13.	Training Duration by Modes of Training Delivery (Specify Total Duration as per selected training delivery modes and as per requirement of the qualification)	☒ Offline Only ☐ Online Only ☐ Blended <table border="1" data-bbox="1073 1019 1759 1234"> <tr> <th data-bbox="1073 1019 1318 1127">Training Delivery Mode</th> <th data-bbox="1318 1019 1472 1127">Theory (Hours)</th> <th data-bbox="1472 1019 1625 1127">Practical (Hours)</th> <th data-bbox="1625 1019 1759 1127">Total (Hours)</th> </tr> <tr> <td data-bbox="1073 1127 1318 1198">Classroom (offline)</td> <td data-bbox="1318 1127 1472 1198">77</td> <td data-bbox="1472 1127 1625 1198">193</td> <td data-bbox="1625 1127 1759 1198">270</td> </tr> <tr> <td data-bbox="1073 1198 1318 1234">Online</td> <td data-bbox="1318 1198 1472 1234">-</td> <td data-bbox="1472 1198 1625 1234">-</td> <td data-bbox="1625 1198 1759 1234">-</td> </tr> </table> (Refer Blended Learning Annexure for details)				Training Delivery Mode	Theory (Hours)	Practical (Hours)	Total (Hours)	Classroom (offline)	77	193	270	Online	-	-	-
Training Delivery Mode	Theory (Hours)	Practical (Hours)	Total (Hours)														
Classroom (offline)	77	193	270														
Online	-	-	-														

14.	Aligned to NCO/ ISCO Code/s (if no code is available mention the same)	NCO-2015/8151.99	
15.	Progression Path After Attaining the Qualification, wherever applicable <i>(Please show Professional and Academic progression)</i>	Assistant Fitter - Jute	
16.	Other Indian languages in which the Qualification & Model Curriculum are being submitted	Hindi	
17.	Is similar NOS available on NQR-if yes, justification for this qualification	☐ Yes ☒ No URLs of similar Qualifications:	
18.	Is the NOS Amenable to Persons with Disability	☐ Yes ☒ No If "Yes", specify applicable type of Disability:	
19.	How participation of women will be encouraged?	This Qualification/NOS is made suitable for all categories of learners including the individuals, Students, professionals with the prescribed entry qualification.	
20.	Are Greening/ Environment Sustainability Aspects Covered (Specify the NOS/Module which covers it)	☒ Yes ☐ No TSC/N9002 - Working in a team TSC/N9003 - Maintain health, safety and security at workplace TSC/N9009 - Maintain work area, tools, material handling equipment and machinery for jute processing TSC/N9010 - Comply with industry and organizational requirement in jute sector.	
21.	Is Qualification Suitable to be Offered in Schools/Colleges	Schools ☐ Yes ☐ No Colleges ☐ Yes ☐ No	
22.	Name and Contact Details Submitting / Awarding Body SPOC <i>(In case of CS or MS, provide details of both Lead AB & Supporting ABs)</i>	Name: Mr. Vignesh Raja Email: raja@texskill.in Contact No.: 7502954383 Website: https://texskill.in/	
23.	Final Approval Date by NSQC: 08.05.2025	24. Validity Duration: 3 years	25. Next Review Date: 08.05.2028

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/ NSQF Level	Credit as per NCrF	Training Duration					Assessment Marks					
						Th.	Pr.	OJT. Man	OJT. Rec	Total	Th.	Pr.	Proj.	Viva	Total	Weightage (if applicable)
1	Taking charge and handing over shift to jute carding machine operator	TSC/N0126,V 2.0	Core	2	0.5	5	10			15	18	32			50	9
2	Operating the jute carding machine	TSC/N0127,V 2.0	Core	2	2.25	15	52.5			67.5	40	60			100	18
3	Doffing the carded jute sliver	TSC/N0128,V 2.0	Core	2	2.25	15	52.5			67.5	42	58			100	19
4	Maintain work area, tools, material handling equipment and machinery for jute processing	TSC/N9009,V 2.0	Non Core	3	0.5	5	10			15	20	30			50	9
5	Working in a team	TSC/N9002,V 6.0	Non Core	3	0.5	5	10			15	19	20		11	50	18
6	Maintain health, safety and security at workplace	TSC/N9003,V 5.0	Non Core	3	1.5	15	30			45	32	40		28	100	9
7	Comply with industry and organizational requirement in jute sector	TSC/N9010,V 2.0	Non Core	3	0.5	5	10			15	21	29			50	9
8	Employability Skills	DGT/VSQ/N0101, V 1.0	Non Core	2	1	12	18			30	20	30			50	9
Duration (in Hours) / Total Marks					9	77	193			270	212	299		39	550	100

Elective NOS/s:

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.																
2.																
Duration (in Hours) / Total Marks																

Optional NOS/s:

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.																
2.																
Duration (in Hours) / Total Marks																

Assessment - Minimum Qualifying Percentage

Please specify any one of the following:

Minimum Pass Percentage – Aggregate at qualification level: **50%**

Pass Percentage of the Qualification is scheme specific, Unless specified by scheme, it is 50% or else scheme guidelines will override it.

(Every Trainee should score specified minimum aggregate passing percentage at qualification level to successfully clear the assessment.)

Section 3: Training Related

1.	Trainer's Qualification and experience in the relevant sector (in years) <i>(as per NCVET guidelines)</i>	• Ability to read & and write with 5 years of relevant experience (Min 1 year in production + Min 4 years as trainer +) • Grade 8 with two years of (NTC/ NAC) with Successfully passed Trainer Qualification MEP/Q2601, v2.0– Trainer (VET and Skills), Minimum pass percentage 80 percent and TSC/Q0108, v4.0 Jute Carding Operator, Minimum pass percentage 80 per cent
2.	Master Trainer's Qualification and experience in the relevant sector (in years) <i>(as per NCVET guidelines)</i>	Diploma/Degree/Masters/PhD in textile with at least 15/10/8/5 years of experience in textile sector with minimum 8/5/4/3 years in teaching/conducting training in Textile Research Associations, CoEs, Govt Textile organizations/ SIMA/ running textile mill
3.	Tools and Equipment Required for the Training	☒ Yes ☐ No <i>(If "Yes", details to be provided in Annexure)</i>
4.	In Case of Revised NOS, details of Any Upskilling Required for Trainer	Not Applicable

Section 4: Assessment Related

1.	Assessor's Qualification and experience in relevant sector (in years) <i>(as per NCVET guidelines)</i>	• Diploma (10th Class + 3 years) in the relevant trade with 4 years of relevant experience (or) • Diploma (12th Class +2 years) in the relevant trade with 3 year of relevant experience (or) • UG (3-years) in the relevant trade with 2 years of relevant experience with successfully passed MEP/Q2701, v2.0 – Assessor (VET and Skills), Minimum pass percentage 80 percent and TSC/Q0108, v4.0 Jute Carding Operator, Minimum pass percentage 80 percent
2.	Proctor's Qualification and experience in relevant sector (in years) <i>(as per NCVET guidelines), (wherever applicable)</i>	UG in any field

3.	Lead Assessor's/Proctor's Qualification and experience in relevant sector (in years) (as per NCVET guidelines)	Diploma/Degree/Masters/PhD in textile with at least 15/10/8/5 years of experience in textile sector with minimum 8/5/4/3 years in teaching/conducting training in Textile Research Associations, CoEs, Govt Textile organizations/ SIMA/ running textile mill
4.	Assessment Mode (Specify the assessment mode)	Offline
5.	Tools and Equipment Required for Assessment	☐ Same as for training ☒ Yes ☐ 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): Yes. Link - https://texskill.in/map_22/map.html
2.	Latest Market Research Reports or any other source (not older than 2 years) (Yes/No): Yes Link - https://texskill.in/map_22/map.html
3.	Government /Industry initiatives/ requirement (Yes/No): Yes
4.	Number of Industry validation provided: 13
5.	Estimated number of people to be trained: 600
6.	Evidence of Concurrence/Consultation with Line/State Departments (In case of regulated sectors): (Yes/No): 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/NSQF descriptors (Mandatory)	Attached. Annexure 1
2.	Annexure: List of tools and equipment relevant for NOS (Mandatory, except in case of online course)	Attached. Annexure 2
3.	Annexure: Detailed Assessment Criteria (Mandatory)	Attached. Annexure 6
4.	Annexure: Assessment Strategy (Mandatory)	Attached. Annexure 6
5.	Annexure: Blended Learning (Mandatory, in case selected Mode of delivery is Blended Learning)	Attached. Annexure 5
6.	Annexure: Multiple Entry-Exit Details (Mandatory, in case qualification has multiple Entry-Exit)	No
7.	Annexure: Acronym and Glossary (Optional)	Attached. Annexure 8
8.	Supporting Document: Model Curriculum (Mandatory – Public view)	Attached. Annexure 9
9.	Supporting Document: Career Progression (Mandatory - Public view)	Attached. Annexure 10
10.	Supporting Document: Occupational Map (Mandatory)	Attached. Annexure 11
11.	Supporting Document: Assessment SOP (Mandatory)	Attached. Annexure 7
12.	Any other document you wish to submit:	NA

Annexure 1: 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
Professional Theoretical Knowledge/Process	Fundamental knowledge • Basic working/ operational knowledge in the area of work. • Understands basic materials, tools, applications in a limited context. • For self-help group member/ micro-entrepreneur basic working knowledge of business activity, raw material, finished product/ service, and local market. • Able to understand and perform repetitive tasks under instructions and supervision. • Understand the basic quality, safety and general hygiene norms. Familiarity with environmental aspects.	A Carding operator <i>carry out process that are repetitive on regular basis</i> like maintaining uniform feeding, root cutting, identification of defects on jute, identifying and repairing minor defects on the machine-like missing pin, gulping of jute fiber, worn out calendar roller, roll former defects, missing selvedge plate, fibre dropping due to misalignment of rollers etc. The operator gets work allotted by his supervisor and is responsible for maintaining the card working efficiently so as to get maximum output with minimum defects, as per schedule, giving due importance to safety and environment <i>with little application of understanding.</i> • Hence NSQF Level is 2	NSQF Level 2
Professional and Technical Skills/ Expertise/ Professional Knowledge	Limited finite skills • Limited related skills in predefined context. • Performs structured tasks in a limited range of functional roles. • Uses known solutions to familiar problems. • Skill to identify and use relevant tools and materials	A carding operator must <i>understand context of work and quality</i> with respect to process flow and material flow in a typical jute mill and jute carding machine in particular. the operator also needs to know about importance of types of natural and manmade fibres, blends, types of sliver defects in carding, parts of carding machine and settings for different types of feeding. Operator should also know whether the	NSQF Level 2

	- in a limited context of work and quality. - For self-help group members, micro-entrepreneurs working skills for making or manufacturing (handicraft, traditional items, etc) service & marketing etc.	causes of a sliver defect is due to man or machine and have the ability to identify and rectify minor defects. Hence NSQF Level is 2	
Employment Readiness & Entrepreneurship Skills & Mind-set/Professional Skill	Employment readiness - Ability to read and write and do simple computational math – numeracy and literacy. - Receive and transmit written and oral messages/ communication clearly. - Works within a team as assistant - Understanding of safety, hygiene and environment, social, political and religious diversity. - Have broader but basic Employability Skills including basic self-employment/ entrepreneurial Mind-set for mini businesses - Have understanding of use of Financial and Digital literacy, Aadhar and Mobile, digital payments etc.	A carding operator able to receive and transmit written and oral messages effectively in local language, follow written instructions, and report defects to the supervisor. The operator must have basic arithmetic knowledge to understand personal financing and basic understanding of social political and religious diversity, hygiene and environment in a textile jute mill. Hence NSQF Level is 2	NSQF Level 2
Broad Learning Outcomes/Core Skill	Carry out the Predefined tasks The candidate may carry out a job requiring limited range	A carding operator assist in professional works with no variables differentiates between good and bad quality like starting the machine, check for necessary tools,	NSQF Level 2

	of routine and predictable activities. • Tasks are mostly performed under instructions and supervision • Focus on practice of skill and work, both predefined and new. • For self-help group members, micro-entrepreneurs (JSS) end to end clear understanding of process and delivery. • Understands basic safety and general hygiene norms.	technical details and availability of sliver rolls, assist in operating the machine, pieces the broken sliver. The operator is responsible for maintaining production, efficiency and quality at the machine within limited context. Ensures maximum utilization and minimum wastage of sliver and minimum machine breakdown time. • Hence NSQF Level is 2	
Responsibility	Assistant • Works mostly under instruction and supervision. • Limited responsibility for delivery and quality of work. • For self-help group members, micro-entrepreneurs (JSS) end to end responsibility of production and marketing in local markets.	A carding operator works under instruction from superiors and allotted start and operate the machine, check and correct defects, carry out minor maintenance, report issues to the shift superior, maintain work area, tools and machines and contribute in making the workplace healthy, safe and secure. The operator has no responsibility for his own work and learning. • Hence NSQF Level is 2	NSQF Level 2

Annexure 2: Tools and Equipment***List of Tools and Equipment***

Sr. No	Equipment Name	Minimum number of Equipment required (per batch of 30 trainees)
1.	Jute Carding Machine	2
2.	Sliver cans	2
3.	Jute Lap	3

Batch Size: 30***Classroom Aids***

The aids required to conduct sessions in the classroom are:

1. Charts
2. Posters
3. Projector
4. Writing Board
5. Seating capacity for 30 candidates
6. Computer/ Laptop Specification
7. Scanner
8. Printer

Annexure 3: Industry Validations Summary

S. No	Organization Name	Representative Name	Designation	Contact Address	Contact Phone No	E-mail ID	LinkedIn Profile (if available)
1	Birla Jute Mills	G R Verma	Jt President	Birlapur	033 66033112	birlajute@birlacorp.com	
2	Bowreah Jute Mills Pvt Ltd	P K Biswas	General Manager	Bawreah	8981005896	bjmplmill@gmail.com	
3	The Empire Jute Company Ltd	S N Lahoti	Group President	Titagarh	9163707015	_	
4	Evergreen Jute Mills Pvt Ltd	D N Charia	Director	Howrah	9933953097	evergreenskc@rediffmail.com	
5	Gloster Limited	B L Kabra	Works Manager	Fort Gloster Howrah	033 26618940	gjmill@glosterjute.com	
6	Hooghly Jute Mill	R Singha Ray	Chief Executive	kolkata	033 24397476	hmcl@vsnl.com	
7	Howrah Mills Company Limited	N Das	President	Howrah	9831838257	howrahmill@mjindia.com	
8	Indian Jute Industries Research Association	Dr. Pradip Chakrabarti	HOD	kolkata	700397232	pradip@ijira.org.in	
9	Jankalyan Vinimay Pvt Ltd	O P Paresh	President	Shyamnagar	033 25815055	jpvl06@rediffmail.com	
10	Ludlow Jute & Specialities Ltd	I Haque	Manager	Howrah	8646819388	info@ludlowjute.com	
11	Murlidhar Ratanlal Exports Ltd	R K Mishra	General Manager	Serampore	033 22104821	kajaria@jute.india.com	
12	RDB Textiles Ltd	_	_	Hooghly	033 22255450	rdbtextilesLtd@gmail.com	
13	Tripura Jute Mills Ltd	Anjan Debnath	Mill Manager	Agartala	038148525468	tjml_agt@yahoo.co.in	

Annexure 4: Training & Employment Details

Year	Estimated Training # of Total Candidates	Estimated training # of Women	Estimated training # of People with Disability
2026	600	120	NA
2027	600	120	NA
2028	600	120	NA

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
2	2022	0	0	0	0	NA. Data Requested from NSDC	NA. Data Requested from NSDC	NA. Data Requested from NSDC	NA. Data Requested from NSDC	-	-	-	-
1	2021	20	18	17	9	NA. Data Requested from NSDC	NA. Data Requested from NSDC	NA. Data Requested from NSDC	NA. Data Requested from NSDC	-	-	-	-
1	2020	14	13	12	6	NA. Data Requested from NSDC	NA. Data Requested from NSDC	NA. Data Requested from NSDC	NA. Data Requested from NSDC	-	-	-	-

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. PMKVY
2. Digital India Corporation. Ministry of Electronics and Information Technology

Content availability for previous versions of qualifications:

☒ Participant Handbook ☒ Facilitator Guide ☐ Digital Content ☐ Qualification Handbook ☐ Any Other:

Languages in which Content is available: English

Annexure 5: Blended Learning - NA**Blended Learning Estimated Ratio & Recommended Tools:**

Not Applicable

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&%20Skill%20i%20ng.pdf>

S. No.	Select the Components of the NOS	List Recommended Tools – for all Selected Components	Offline: Online Ratio
1	☐ Theory/ Lectures - Imparting theoretical and conceptual knowledge	Computer, CAD Software, Graph Paper, Fabric Sample, Sketch Pens	20:80
2	☐ Imparting Soft Skills, Life Skills and Employability Skills /Mentorship to Learners	Computer, Projector	20:80
3	☐ Showing Practical Demonstrations to the learners	Computer, Projector	20:80
4	☐ Imparting Practical Hands-on Skills/ Lab Work/ workshop/ shop floor training	Computer, Projector	20:80
5	☐ Tutorials/ Assignments/ Drill/ Practice	Computer, CAD Software, Graph Paper, Fabric Sample, Sketch Pens	20:80
6	☐ Proctored Monitoring/ Assessment/ Evaluation/ Examinations	Computer, CAD Software, Graph Paper, Fabric Sample, Sketch Pens	20:80
7	☐ On the Job Training (OJT)/ Project Work Internship/ Candidate Training	Computer, CAD Software, Graph Paper, Fabric Sample, Sketch Pens	20:80

Annexure 6: Detailed Assessment Criteria

Module	Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
TSC/N0126: Taking charge and handing over shift to jute carding machine operator	Take charge of shift from jute carding operator	11	20	-	-
	1. come at least 10 15 minutes earlier to the work spot	1	1	-	-
	2. check the availability of Piled Jute/ Spreader roll for feeding to Jute Carding machine	1	1	-	-
	3. ensure the availability of the operational tools like knife, Knife sharpener, picking hook, broom etc. nearby the machine	1	2	-	-
	4. interact with the previous shift jute carding operator and take information regarding the quality of jute to be fed,/run (as recommended for the yarn quality to spin)	1	2	-	-
	5. ensure the availability of the recommended variety (grade) of piled jute/spreader roll/sliver as per quality of the Jute Yarn to make	1	2	-	-
	6. ensure cleanliness of the surrounding area as well as the department (particularly beneath the machine)	1	2	-	-
	7. ensure that the cut roots of Jute strand (reed) are kept/stored in the proper place	1	2	-	-
	8. check the colour coding of different quality of Jute sliver rolls, as per quality & grade of raw jute (TD3-TD7 or W3-W7), or the display board (mentioned the jute grade) in case of piled jute	1	2	-	-
	9. ensure running status of the carding machine while taking charge, with correct draft change pinion (written in board)	1	2	-	-
	10. patrol around the carding department to trace out and remove any undesirable material lying on the floor	1	2	-	-

	11. check that the roll former in 1st card (Breaker card) is in proper working condition, and need no maintenance	1	2	-	-
	Hand over shift to next jute carding operator	7	12	-	-
	12. ensure that the machines are in running condition before handing it over to the next shift	1	1	-	-
	13. convey your counterpart regarding any maintenance work to be carried out in the next shift in case of necessity	1	2	-	-
	14. inform the incoming carding operator about quality, colour code, piled jute stock, machine parameter etc., and mechanical problems (if any, and cannot be done due to lack of time)	1	2	-	-
	15. ensure uniform and regular delivery of fleece of jute sliver from the doffer on the conductor (delivery side without any interruption	1	2	-	-
	16. all types of wastages like droppings below the machine, sliver wastages, fleece to be collected, weighed and sent to the back for reprocess	1	2	-	-
	17. ensure the handover of clean and running machine as well as the clean surroundings	1	1	-	-
	18. any delayed arrival of the counterpart to be reported to supervisors	1	2	-	-
	NOS Total	18	32	-	-
Module	Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
TSC/N0127: Operating the jute carding machine	Operating the jute carding machine	40	60	-	-
	1. ensure that starting/stopping/control switches are O.K. in case individual drive and alternative arrangements in case of group drive	2	4	-	-
	2. understand the quality of jute fibre in the morah/spreader roll	2	3	-	-
	3. ensure that piling duration of jute as prescribed and matured for carding	2	3	-	-

4. check the colour code used for different grade and quality of jute	2	3	-	-
5. ensure correct procedure of feeding on the feed table and check the conveyor sheet are working properly	3	3	-	-
6. ensure correct dollop weight and timing for the feeding	2	4	-	-
7. ensure sliver regularity by discarding some portion of sliver, before and after every stoppage of machine ensure the cleanliness of the feed roller to avoid jam or entanglement there	2	3	-	-
8. ensure that machine safety arrangement functioning correctly, in case of jam in the feed roller	3	3	-	-
9. ensure correct moisture content of the feed material to avoid related problems like jam in different pin rollers	2	3	-	-
10. maintain required doubling and replace as soon as any roll exhausted	2	3	-	-
11. watch regularly the performance of doffer roller and regularity of the delivered fleece on the conductor	2	3	-	-
12. observe regularly the uniformity of the fleece to have a regular sliver weight (lbs. /100 yards)	2	3	-	-
13. watch delivery side so that any jam/accumulation in the delivered fleece can be avoided	2	3	-	-
14. frequent checking of carded rolls, its compactness, shape and sizes should be up to the desired level	2	3	-	-
15. after doffing, keep/ store the carded rolls properly	2	3	-	-
16. collect the wastages like sliver, fleece, droppings time to time and take weight to understand the corrective measures required	2	4	-	-
17. ensure regular cleaning and lubrication as scheduled	2	3	-	-

	18. keep contact with the maintenance department for better performance of the carding machine	2	3	-	-
	19. ensure the availability of fire extinguisher near the machine to fight against fire	2	3	-	-
	NOS Total	40	60	-	-
Module	Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
TSC/N0128: Doffing the carded Jute sliver	Doffing the carded Jute sliver	42	58	-	-
	1. ensure proper working of delivery roll, and roll former (no jamming)	2	3	-	-
	2. open the cover of the doffing zone of card and clean the doffer periodically for ensuring proper jute sliver delivery	2	3	-	-
	3. don't allow slivers to accumulate in delivery conducting plate	2	2	-	-
	4. collect the waste from shrouding plate zone	2	3	-	-
	5. ensure the carded jute sliver passes through the delivery conducting plate and/or conveyor/ rollers and to pass it through the conductor/ conveyor/ rollers (as the case may be) to the delivery zone for formation of condensed sliver roll to pass to roll former	2	3	-	-
	6. ensure proper functioning of roll former and ensure time and diameter setting of roll turner as instructed	2	3	-	-
	7. collect the wastes produced in the roll former zone and store the waste at respective waste box	2	2	-	-
	8. ensure uniformity of the sliver otherwise report the Superior (sardar/ superior)	2	3	-	-
	9. segregate the reusable wastes and weigh and record them in a waste register	2	3	-	-
	10. transfer the reusable line wastes to the 1st carding/breaker carding machine	2	2	-	-

	11. ensure that standard feeding procedure for jute card is adopted and quality of joining of jute sliver is good enough and standard, so that no extra non uniformity generated in jute carded sliver	2	3	-	-
	12. ensure grade/quality wise (with proper colour coding) stocking of doffed carded roles at appropriate place for further processing	2	3	-	-
	13. ensure human safety, fire safety and work place safety while carrying out sliver feeding, joining, picking, jam cleaning activity in card	2	3	-	-
	14. ensure that sliver tension in the delivery and roll former section is appropriate	2	2	-	-
	15. collect the full jute sliver rolls with proper colour code for feed in the finisher card	2	3	-	-
	16. keep the roll storage area of roll former clean before doffing of the carded sliver rolls (quality wise stacking)	2	3	-	-
	17. keep the breaker card sliver rolls near the finisher card for feeding them in the finisher card in next stage	2	3	-	-
	18. ensure tight packing of the rolls; if not, report to maintenance department for collecting the same	2	3	-	-
	19. ensure that there is no worn out parts in the doffing zone/misalignment in delivery and delivery press rolls	2	3	-	-
	20. ensure proper material handling for moving jute sliver rolls using iron hooks	2	2	-	-
	21. ensure proper picking of all the rollers periodically as instructed	2	3	-	-
	NOS Total	42	58	-	-
Module	Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
TSC/N9002:	Commitment and trust	5	4	-	2

Working in a team	1. be accountable to the own role in whole process	2	1	-	1
	2. perform all roles with full responsibility	2	1	-	1
	3. be effective and efficient at workplace	1	2	-	-
	Communication	6	7	-	4
	4. properly communicate about company policies	1	2	-	1
	5. report all problems faced during the process	1	2	-	1
	6. talk politely with other team members and colleagues	2	1	-	1
	7. submit daily report of own performance	2	2	-	1
	Adaptability	5	4	-	3
	8. adjust in different work situations	1	1	-	1
	9. give due importance to other's point of view	2	1	-	1
	10. avoid conflicting situations	2	2	-	1
	Creative freedom	3	5	-	2
	11. develop new ideas for work procedures	1	3	-	1
	12. improve upon the existing techniques to increase process efficiency	2	2	-	1
	NOS Total	19	20	-	11
Module	Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
TSC/N9003: Maintain health, safety and security at workplace	Comply with health, Safety and security requirements at work	27	35	-	23
	1. comply with health and safety related instructions applicable to the workplace	2	2	-	2
	2. use and maintain personal protective equipment such as ear plug, nose mask, head cap etc., as per protocol	2	2	-	2
	3. carry out own activities in line with approved guidelines and procedures	2	2	-	2
	4. maintain a healthy lifestyle and guard against dependency on intoxicants	2	2	-	2
	5. follow environment management system related procedures	2	2	-	2

6. identify and correct (if possible) malfunctions in machinery and equipment	2	2	-	1
7. report any service malfunctions that cannot be rectified	2	2	-	1
8. store materials and equipment in line with organisational requirements	2	2	-	1
9. safely handle and remove waste	2	2	-	1
10. minimize health and safety risks to self and others due to own actions	1	2	-	1
11. seek clarifications, from supervisors or other authorized personnel in case of perceived risks	1	2	-	2
12. monitor the workplace and work processes for potential risks and threat	1	2	-	1
13. carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned	1	2	-	1
14. report hazards and potential risks/ threats to supervisors or other authorized personnel	1	2	-	1
15. participate in mock drills/ evacuation procedures organized at the workplace	1	2	-	-
16. undertake first aid, fire-fighting and emergency response training, if asked to do so	1	2	-	1
17. take action based on instructions in the event of fire, emergencies or accidents	1	2	-	1
18. follow organisation procedures for shutdown and evacuation when required	1	1	-	1
Recognizing the hazards	2	2	-	2
19. identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry	1	1	-	1
20. recognise other possible security issues existing in the workplace	1	1	-	1
Planning the safety techniques Implementing the programs	3	3	-	3
21. recognise different measures to curb the hazards	1	1	-	1

	22. communicate the safety plan to everyone	1	1	-	1
	23. attach disciplinary rules with the implementation	1	1	-	1
	NOS Total	32	40	-	28
Module	Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
TSC/N9009: Maintain work area, tools, material handling equipment and machinery for jute processing	Maintain work area, tools, material handling equipment and machinery for jute processing	20	30	-	-
	1. maintain personal hygiene and human safety, machine safety and specific dress code	1	1	-	-
	2. carefully handle raw jute, slivers of jute, jute yarns and fabrics to minimize wastage	1	2	-	-
	3. carefully handle all tools such as hand root cutter, circular blade motorized root cutter, chopper, wooden block, bale hook, rope cutter, picking hook, brooms etc	1	2	-	-
	4. carefully handle moisture meter	1	1	-	-
	5. carefully handle weigh machine	1	1	-	-
	6. use proper mechanical handling equipment for lifting and handling jute and other materials, Mechanical Handling Equipment: hand barrow, can trolley, bobbin trolley, beam carrier, spool carrier, cloth carrier etc.	1	2	-	-
	7. keep all waste jute materials in a specified place for further processing	1	3	-	-
	8. maintain a clean and hazard free working area, keeping floors free from all encumbrances	1	2	-	-
	9. maintain tools and equipment being used for jute processing	1	2	-	-
	10. carry out scheduled running maintenance like shift-wise cleaning and oiling in respective jute processing machinery	2	2	-	-
	11. report to supervisor for any abnormal sound, from any machine for jute processing	1	1	-	-

	12. report to supervisor all anomalies and unsafe conditions of equipment and other unprecedented occurrences	2	1	-	-
	13. ensure that the doors and covers for gear side/ belt side of the jute machinery are kept properly closed and all machine guards are in appropriate place	1	2	-	-
	14. ensure that standing place in working position are free from all encumbrances, to maintain correct posture of working/sitting/standing during working in respective jute processing machinery	1	2	-	-
	15. use appropriate cleaning equipment like knife, brooms, pliers, screw driver etc. and follow appropriate cleaning methods for the work to be carried out in particular jute processing machine	1	1	-	-
	16. stack/dispose jute fibre/sliver/yarn waste safely in the designated location/place/bag to help usage of all wastages for further processing	1	2	-	-
	17. store all gadgets, tools and cleaning equipment safely after their use in designated place after cleaning them properly	1	1	-	-
	18. carry out cleaning and minor/small maintenance jobs for each jute processing machine as per schedule within limits of specific responsibility, as instructed	1	2	-	-
	NOS Total	20	30	-	-
Module	Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
TSC/N9010: Comply with industry and organizational requirement in	Comply with industry and organizational requirement in jute sector	21	29	-	-
	1. perform assigned duties effectively section- wise / machine- wise	1	3	-	-
	2. take full responsibility for desired performance	1	3	-	-

jute sector	3. be accountable towards the job role and assigned duties	2	2	-	-
	4. report any anomalies found in the section / machinery to the Sardar (Jobber) or Supervisors	2	2	-	-
	5. take drive on self-learning for improving efficiency	2	2	-	-
	6. co-ordinate with all the team members and colleagues	2	2	-	-
	7. communicate politely	1	2	-	-
	8. avoid conflicts and miscommunication	1	2	-	-
	9. take part in Quality Circle activity to discuss process and innovative ideas in Quality Circle	2	2	-	-
	10. take all initiative to achieve organisational norms for processing of yarn and fabrics of jute and to motivate all other fellow workers to follow them	3	2	-	-
	11. implement the collection of wastage in a proper method (as instructed) for further processing	2	2	-	-
	12. follow specific environmental regulation for jute industry	1	3	-	-
	13. keep area of work and machine clean	1	2	-	-
	NOS Total	21	29	-	-
Module	Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
DGT/VSQ/N0101 – Employability Skills	Introduction to Employability Skills	1	1	-	-
	understand the significance of employability skills in meeting the job requirements				
	Constitutional values – Citizenship	1	1	-	-
	identify constitutional values, civic rights, duties, personal values and ethics and environmentally sustainable practices.				
	Becoming a Professional in the 21st Century	1	3	-	-
	explain 21st Century Skills such as Self-Awareness, Behavior Skills, Positive attitude, self-motivation, problem-solving, creative thinking, time management, social and cultural awareness, emotional				

awareness, continuous learning mindset etc.				
Basic English Skills	2	3	-	-
speak with others using some basic English phrases or sentences				
Communication Skills	1	1	-	-
follow good manners while communicating with others				
work with others in a team				
Diversity & Inclusion	1	1	-	-
communicate and behave appropriately with all genders and PwD				
report any issues related to sexual harassment				
Financial and Legal Literacy	3	4	-	-
use various financial products and services safely and securely				
calculate income, expenses, savings etc.				
approach the concerned authorities for any exploitation as per legal rights and laws				
Essential Digital Skills	4	6	-	-
operate digital devices and use its features and applications securely and safely				
use internet and social media platforms securely and safely				
Entrepreneurship	3	5	-	-
identify and assess opportunities for potential business				
identify sources for arranging money and associated financial and legal challenges				
Customer Service	2	2	-	-
identify different types of customers				
identify customer needs and address them appropriately.				
follow appropriate hygiene and grooming standards.				
Getting ready for apprenticeship & Jobs	1	3	-	-
create a basic biodata				
search for suitable jobs and apply				
identify and register apprenticeship opportunities as per requirement				
NOS Total	20	30	-	-

Annexure 7: 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 SDMS/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:

- Confirm that the centre is available at the same address as mentioned on SDMS or SIP
- Check the duration of the training.
- Check the Assessment Start and End time to be as 10 a.m. and 5 p.m.
- 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.
- Check the mode of assessment—Online (TAB/Computer) or Offline (OMR/PP).
- Confirm the number of TABs on the ground are correct to execute the Assessment smoothly.
- Check the availability of the Lab Equipment for the particular Job Role.

3. Assessment Quality Assurance levels / Framework:

- Question papers created by the Subject Matter Experts (SME)
- Question papers created by the SME verified by the other subject Matter Experts
- Questions are mapped with NOS and PC
- Question papers are prepared considering that level 1 to 3 are for the unskilled & semi-skilled individuals, and level 4 and above are for the skilled, supervisor & higher management
- Assessor must be ToA certified & trainer must be ToT Certified
- Assessment agency must follow the assessment guidelines to conduct the assessment

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
- Biometric or manual attendance sheet (stamped by TP) of the trainees during the training period
- Time-stamped & geotagged assessment (Theory + Viva + Practical) photographs & videos

5. Method of verification or validation:

- Surprise visit to the assessment location
- Random audit of the batch
- Random audit of any candidate

6. Method for assessment documentation, archiving, and access

- Hard copies of the documents are stored
- Soft copies of the documents & photographs of the assessment are uploaded / accessed from Cloud Storage
- Soft copies of the documents & photographs of the assessment are stored in the Hard Drives

Annexure 8: Acronym and Glossary

Acronym

Acronym	Description
AA	Assessment Agency
AB	Awarding Body
NCrF	National Credit Framework
NOS	National Occupational Standard(s)
NQR	National Qualification Register
NSQF	National Skills Qualifications Framework

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.