QUALIFICATION FILE – PM Vishwakarma

Creative Coir Weaver (Advance)

NCrF/NSQF Level: 3

Submitted By:

Handicrafts and Carpet sector skill council-HCSSC

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Section 1: Basic Details

1.	**PM Vishwakarma -Qualification Name**	Creative Coir Weaver	
2.	**Sector**	Handicrafts and Carpet Sector skill council	
3.	**Related Qualification Available on NQR** *(wherever applicable)*	**Name: NA**	**NQR Code & version:** NG-03-HC-02331-2024-V1-HCSSC
4.	**National Qualification Register (NQR) Code & Version** *(Will be issued after NSQC approval.)*	**NQR Code: NA** **Version: 1.0**	**5. NCrF/NSQF Level: 3**
6.	**Brief Description of the Job Role**	Advanced coir fiber products crafted by artisans showcase the intricate craftsmanship and creativity that can be achieved using this natural and sustainable material. These products go beyond traditional applications and embrace innovation to create unique and visually appealing items.	
7.	**Eligibility Criteria for Entry for a Student/Trainee/Learner/Employee**	a. **Entry Qualification & Relevant Experience:** **Academic/Skill Qualification (with Specialization - if applicable)** Existing Vishwakarmas duly verified as per the Scheme b. **Age**: NA	
8.	**Credits Assigned to this Qualification, Subject to Assessment** *(as per National Credit Framework (NCrF))*	4	**9. Common Cost Norm Category (I/II/III): I**
10.	**Any Licensing Requirements for Undertaking Training on This Qualification** *(wherever applicable)*	NA	

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11.	**Training Duration by Modes of Training Delivery** *(as per requirement of the qualification)*		
		Modules	**Notional Hours (hh:mm)**
		Domain Knowledge along with usage of any new machinery/tools/techniques	45:00 Hours
		Entrepreneurship skills and design workshops	30:00 Hours
		Digital Skills	15:00 Hours
		Financial Skills	15:00 Hours
		Marketing and Outreach	15:00 Hours
		Total	**120:00 Hours**
12.	**Is the Qualification Amenable to Persons with Disability**	☒ **Yes** ☐ **No If "Yes", specify applicable type of Disability:**	
13.	**Name and Contact Details Submitting / Awarding Body SPOC** *(In case of CS or MS, provide details of both Lead AB & Supporting ABs)*	**Name: Mr. Krishan Kumar** **Email: ceo@hcsc.in** **Contact No.: 011-26139834** **Website: www.hcssc.in**	
14.	**Final Approval Date by NSQC:**	**15. Validity Duration:** Co-terminus with the PM Vishwakarma Scheme subject to midway changes in the qualification	**16. Next Review Date:**

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Section 2: Tools and Equipment Details

List of Tools and Equipment

Batch Size: 30

S. No.	Tool / Equipment Name	Specification	Quantity for specified Batch size	Tool Image/ Image URL
1.	Retting tank	Utilized for the retting process, which involves soaking coconut husks in water to soften and separate the fibers	3 Eqpt Nos	
2.	Iron rod	Used for beating the soaked coconut to peel the layer and separate the husk	5 Eqpt Nos	
3.	Scissors	Essential for cutting and trimming coir fibers, threads, and fabric strips during the weaving process	6 Pairs	

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4.	Spinning wheel	Used to spin coir fibers into yarn or thread for weaving	2 Eqpt Nos	
5.	Spindle	used to twist and wind coir fibers into yarn	3 Eqpt Nos	
6.	Wooden fly shuttle	A tool used in weaving to pass the weft thread between the warp threads	3 Eqpt Nos	

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7.	Rubber sheet	used as a protective surface or for specific techniques in the weaving process	3 Packets	
8.	Spray paint gun	Used to apply the water paint on the woven mat	2 Eqpt Nos	
9.	Water paint	Applied to coir products for coloring or decorating	5 Packets	

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10.	Colored threads	Used to add color and design details to the woven products	4 Bundles	
11.	Decorative materials	Additional elements, such as beads or embellishments, used to enhance the aesthetic appeal of the finished coir products	3 Packets each	
12.	Dehusking machine	Used to remove the outer husk from coconuts, providing the raw material (coir fiber) for weaving	1 Eqpt Nos	
13.	Defibering machine	Separates coir fibers from the coconut husk, preparing them for the weaving process	1 Eqpt Nos	

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14.	Coir fibre spinning machine	Mechanized equipment designed for spinning coir fibers into yarn, streamlining the spinning process	1 Eqpt Nos	
15.	Industrial tufting machine	Used for tufting processes in coir product manufacturing, creating textured patterns or designs	1 Eqpt Nos	
16.	PVC Backing material	Used as a backing material for certain coir products, providing stability and durability to the final woven item	4 Packets	

Classroom Aids

The aids required to conduct sessions in the classroom are:

1. PC/Laptop
2. Screen Projector
3. Screen
4. Marker
5. White Board
6. Duster
7. Smart Phone

Section 3: Performance Criteria & Assessment Criteria

1. **Description:**

   Advanced coir fiber products crafted by artisans showcase the intricate craftsmanship and creativity that can be achieved using this natural and sustainable material. These products go beyond traditional applications and embrace innovation to create unique and visually appealing items.

2. **Scope:**

The scope covers the following:

Creative Coir Weaver:

- Prepare the coir fibre from coconut shell
- Carry out preparation of coir mat
- Incorporating creativity in coir weaving process
- Carry out preparing coir mats using advanced equipment
- Entrepreneurship in coir fibre products making

Digital Literacy-Advanced:

- Advanced features of using mobile phones (Smart Phones)
- Using advanced Internet and mobile applications (Apps)
- Privacy and security related to the Internet and mobile phones

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Advanced Financial Literacy:

- Understand importance of being financially literate
- Manage bank account
- Managing Loans
- Basic Understanding Taxes
- Using advanced features of digital payment applications
- Awareness and Prevention of Financial Frauds

Marketing and Outreach – Advanced:

- Marketing and Customer insights.
- Quality assurance and certification in craftsmanship
- Brand identity and promotion
- E-Commerce and building trade networks

3. **Performance Criteria & Assessment Criteria:**

S. No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
	Usage of new machinery/tools/equipment				
	Prepare the coir fibre from coconut shell	5	10	-	-
PC 1.	gather raw materials and equipment like coconut husks, retting tank, beating machine, weaving loom, scissors or shears	1	2	-	-
PC 2.	place the coconut shells under sunlight for drying	1	-	-	-
PC 3.	soak the dried coconut shells or husks in water for more than six months	1	-	-	-
PC 4.	remove the husk by beating the soaked coconut with an iron rod and peel off the outer layer to separate the husk	-	2	-	-
PC 5.	prepare bundles of husk and soak them again in water	-	1	-	-
PC 6.	soak the prepared husk in a water tank for two to four days for further refinement	-	1	-	-

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PC 7.	manually refine the prepared husk to remove particles and to get coir fibre	-	2	-	-
PC 8.	roll the refined fiber into bundles and make the fiber thicker by twisting two fiber threads and spinning them	1	-	-	-
PC 9.	attach the twine by rubbing the two ends together, forming a long twine	-	2	-	-
PC 10 .	prepare bundles of coir twines for the spinning process	1	-	-	-
Carry out preparation of coir mat		**2**	**17**	**-**	**-**
PC 11.	mount the prepared coir spools on a metal frame	-	1	-	-
PC 12.	attach the ends of reed to each strand of twine and tie them to the iron rod by grouping	-	2	-	-
PC 13.	connect the large wrap to an advanced handloom machine	-	2	-	-
PC 14.	use the advanced weaving machine for making mats	1	2	-	-
PC 15.	knot the strands from the warp to the iron rod	1	2	-	-
PC 16.	use a spinning wheel to make the coir spindles	-	2	-	-
PC 17.	insert the spindle into the wooden fly shuttle	-	1	-	-
PC 18.	weave the coir using the weft process, passing the fly shuttle through the warp	-	1	-	-
PC 19.	roll the finished coir mats and keep them for the next stage of processing	-	1	-	-
PC 20.	apply water paint on the prepared mat using a spray gun	-	1	-	-
PC 21.	fix a rubber sheet on the bottom side of the mat	-	1	-	-
PC 22.	keep the finished mats under sunlight for drying	-	1	-	-
Entrepreneurship skills and design workshops					
Incorporating creativity in coir weaving process		**3**	**14**	**-**	**-**
PC 23.	experiment with a variety of natural and dyed coir fibers to create a vibrant color palette	1	2	-	-
PC 24.	consider using eco-friendly dyes to achieve a range of hues	-	1	-	-
PC 25.	play with color gradients, patterns, and combinations to create appealing designs	2	-	-	-
PC 26.	explore different weaving patterns beyond traditional styles	-	2	-	-
PC 27.	incorporate textures by varying the tightness or looseness of the weave	-	1	-	-
PC 28.	introduce unique patterns, such as geometric shapes, waves, or representational designs	-	1	-	-
PC 29.	combine coir with other materials, such as colored threads, fabric strips, or even recycled materials	-	1	-	-
PC 30.	integrate beads, shells, or other decorative elements into the weaving process	-	2	-	-
PC 31.	create layered patterns or add elements like braids to add depth	-	1	-	-
PC 32.	integrate natural elements such as dried leaves, grass, or small flowers into the weaving process	-	2	-	-
PC 33.	combine coir with other natural fibers like jute, sisal, or cotton to create layered and textured mats	-	1	-	-
Carry out preparing coir mats using advanced equipment		**2**	**22**	**-**	**-**

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PC 34.	begin by plucking coconuts from coconut palm trees	-	1	-	-
PC 35.	collect the coconuts for further processing	-	1	-	-
PC 36.	separate the husk of the coconut from the shell by putting the coconuts in the dehusking machine	-	2	-	-
PC 37.	feed the coconut husk into the defibering machine to extract the coir fibers	-	2	-	-
PC 38.	carry out the process of cleaning the coir fiber	-	1	-	-
PC 39.	utilize the coir fibre spinning machine to form coir yarn from coir fibre	-	3	-	-
PC 40.	tuft the coir yarn onto the PVC backing using an industrial tufting machine	-	1	-	-
PC 41.	cut the tufted coir mats once they come out of the industrial tufting machine	-	1	-	-
PC 42.	conduct the bleaching process of the coir mats	-	1	-	-
PC 43.	use cad software to create1 intricate, colorful design patterns for the coir mats	1	2	-	-
PC 44.	use a painting spray gun and a stencil to paint the desired design on the coir mat	-	2	-	-
PC 45.	multiple stencils can be used to add extensive and detailed designs	1	2	-	-
PC 46.	carry out nylon flocking process to create a soft, velvet-like texture	-	1	-	-
PC 47.	conduct a final quality check to identify and rectify any inconsistencies	-	1	-	-
PC 48.	trim the coir fibre of the mat with a scissors as needed	-	1	-	-
Entrepreneurship in coir fibre products making		**8**	**17**	-	-
PC 49.	research market demand for different coir fiber products	1	2	-	-
PC 50.	study existing businesses in the coir industry to identify competitors	1	-	-	-
PC 51.	explore a diverse range of coir fiber products, considering both traditional and innovative items to cater to various market segments	-	1	-	-
PC 52.	differentiate products by incorporating features such as unique designs, colors, or additional functionalities	3	-	-	-
PC 53.	establish relationships with reliable suppliers for high-quality coir fibers	-	2	-	-
PC 54.	invest in modern and efficient coir processing machinery to streamline production processes	1	2	-	-
PC 55.	develop a compelling brand identity that reflects the uniqueness of the coir fiber products	-	2	-	-
PC 56.	establish partnerships with retail stores, home improvement centers, and eco-friendly outlets to expand the distribution network	-	1	-	-
PC 57.	integrate sustainable practices in manufacturing and packaging to align with environmentally friendly standards	-	1	-	-
PC 58.	monitor and manage costs effectively to maintain profitability	1	2	-	-
PC 59.	foster a culture of innovation, encouraging employees to contribute ideas for product enhancement	1	3	-	-

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PC 60.	ensure compliance with local and international regulations	-	1	-	-
Total Marks		**20**	**80**		

Module No.	Performance Criteria	Assessment Criteria			
		Theory Marks	**Practical Marks**	**Project Marks**	**Viva Marks**
Digital Literacy Advanced					
Module 1: Advanced features of using mobile phones (Smart Phones)	PC1: Use the mobile phone in a secure way by locking/unlocking phone/apps using various options like face recognition, fingerprint etc. PC2: Use advanced camera features for business tasks, like scanning QR codes. PC3: Crop photos, take screenshots, and share them as attachments. PC4: Understand how to use features like conference calls, call recording, and call forwarding. PC5: Access and manage documents stored in different folders in phone. Eg. File folder, download folder, etc. PC6: Manage phone memory and data storage. PC7: Use other features of smartphone such as Airplane mode, Do Not Disturb, Bluetooth, other sharing services etc. PC8: Using voice assistant on Smartphones for tasks like setting reminders, asking questions, etc.	10	10	-	-
Module 2: Using advanced Internet and mobile applications (Apps)	PC1: Connect to internet using Wi-Fi, Mobile Data. PC2: How to secure various apps installed on phone. PC3: Using mobile applications to compress pictures and documents. PC4: Access, store, and share documents using Google Drive from your phone. PC5: Use apps for managing schedules and appointments. PC6: Utilize Advanced Features of WhatsApp, Gmail, Google Maps, PayTM, and other social media applications such as Facebook and YouTube. PC7: Using Video conferencing features in different apps (Zoom etc.) PC8: Create and improve business profiles on relevant social media platforms to reach more customers using features of geo-tagging. PC9: Interact with customers by responding to messages and comments promptly, and share business-related content effectively. PC10: Using applications for customer service interaction (chat and voice calls) PC11: Usage of common applications like currency conversion, interest calculation etc.	20	30		

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Module No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
Digital Literacy Advanced					
	PC12: Usage of apps to help in various trades like carpenter, tailor etc. (Measurement and calculation apps, find and obtain construction material, manage inventory, learn new techniques and best practices in their specific trade)				
Module 3: Privacy and security related to Internet and mobile phones	PC 1: Identification of authentic calls and blocking SPAM calls PC 2: Apply safe and ethical browsing practices (protecting identity) online privacy and the potential risks associated with social media use. PC 3: Understand how to safely store passwords and apply the same. PC 4: Identify common online harassment scenarios (e.g., hate speech etc, cyberbullying), prevention, consequences and ways to deal with them. PC 5: Understanding fake and real information, importance of verifying the content available on the net and also understanding the responsibility while sharing any content. PC 6: Learn to identify deep fake AI generated frauds and reporting to the concerned authorities.	15	15		
TOTAL MARKS		45	55		

Module No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
Advanced Financial Literacy					
Module 1: **Importance of Being Financial Literate**	PC1: Explain advanced financial terms such as long and short-term assets, liabilities, investments, debit, credit, etc PC2: Understand various types of business-related financial transactions and their uses in business scenarios PC3: Describe various types of payment methods such as cheques, UPI, RTGS etc PC4: Use mobile applications and online platforms to track expenses and manage financial goals (mention some names). PC5: Know about various Government schemes such as Pradhan Mantri Jan Dhan Yojana, Jeevan Jyoti Bima Yojana, Suraksha Bima Yojana, Sukanya Samriddhi Yojana, National Pension Scheme (NPS), Atal Pension Yojna (APY)	0	0	0	10

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Module No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
Advanced Financial Literacy					
Module 2: **Managing bank account**	PC1: Know various banking services offered by bank such as transfer-receipt of money, deposit-withdrawal etc. PC2: Operate ATM, Deposit Cash/ Cheque through machines or manually PC3: Visit branch to operate and manage bank accounts PC4: Use mobile and net banking to operate and manage bank accounts PC5: Follow safety measures while managing bank accounts	0	0	0	**10**
Module 3: **Managing Loans**	PC 1: Know various types and features of secured and unsecured loans PC 2: Identify appropriate type of loan as per need, purpose, and loan terms and conditions PC 3: Select the loan repayment structure based on the interest rate and duration. PC 4: Legal process for resolution of delay/ default in payment of loan instalment	0	0	0	**10**
Module 4: **Basic Understanding of taxes**	PC 1: Know various types of Taxes such as Income tax, Goods and Services Tax (GST), etc. PC 2: Explain simple terms related to taxation such as taxable income, tax rates, Tax Deductible at Source (TDS), Value of Goods etc. PC 3: Understand important concepts and applicability of income tax and GST PC 4: Understand Basic guidelines for filing income tax and GST returns, including deadlines	0	0	0	**10**
Module 5 : **Using advanced features of Digital Payment Applications**	PC 1: Install and configure Digital Payment Applications PC 2: Learn and practice advanced features of Digital Payment Applications such as wallets, bill payments, recharge etc. PC 3: Perform transactions using Digital Payment Applications such as UPI, RTGS, NEFT, IMPS etc.	0	0	0	**10**
Module 6: **Awareness and Prevention of Financial Frauds**	PC 1: Identify common online financial frauds and spams and associated potential risks PC 2: Apply safe and ethical practices for securing online transactions	0	0	0	**10**
TOTAL MARKS		**0**	**0**	**0**	**60**

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Module No.	Performance Criteria	Assessment Criteria			
		Theory Marks	Practical Marks	Project Marks	Viva Marks
Marketing and Outreach- Advanced					
Module 1: Marketing and Customer Insights	PC 1: Conduct marketing activities for artisian products. PC 2: Evaluate customer feedback to improve product offerings and marketing strategies.	10	10	-	-
Module 2: Quality Assurance and Certification in Craftsmanship	PC 3: Obtain relevant quality certifications such as e ISI mark, Agmark and Hallmark. PC 4: Manage product quality as per quality standards.	10	10		
Module 3: Brand Development and Promotion Strategies	PC 5: Understand brand identity to enhance sales and promotion. PC 6: Promote products through Social media and digital marketing. PC 7: Leverage National Marketing Committee support in operations and logistics.	10	10		
Module 4: E-Commerce Management for Artisans	PC 8: Onboarding e-commerce platform. PC 9: Understand process of cataloguing the products and services of Vishwakarmas PC 10: Apply strategies for e-commerce linkage with GeM, Khadi India, MSME Mart.	10	10		
Module 5: Building Trade Network for Craft Business	PC 11: Use digital marketing for wider reach and publicity of the Vishwakarma Scheme. PC 12: Identify and collaborate with relevant Industry Bodies. PC 13: Create links with suitable exporters and traders operating under the sector.	5	5		
Module 6: Trade Fairs and Exhibitions	PC 14: Participate in trade fairs, exhibitions related to the products. PC 15: Set up collective display of PM Vishwakarma Products to associations of the artisan groups.	5	5		
TOTAL MARKS		**50**	**50**		

(*Assessment Criteria may be specified at Element/PC level as per the requirement.*)

Section 4: Trainers & Assessors

	Trainer's Qualification and experience in the relevant sector (in years)	Domain Trainer: a) ITI Instructors from Directorate General of Training (DGT) ecosystem who have preferably worked in the industry and have technical know-how about the operations of the modern listed tools in relevant trades b) Certified trainers from the NCVET recognized Awarding Bodies c) Working professionals from the industry or clusters who have good knowledge and experience about the working/ operations of the listed modern tools in the relevant trades

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		Life Skills Trainer: a) ITI Instructors from Directorate General of Training (DGT) ecosystem* b) Certified trainers from the recognized Awarding Bodies* *Mandatory Training of Trainers (ToT) of existing certified trainers on employability and entrepreneurship skills modules District-wise list of trainers/ Assessors is to be identified and made available
	Assessor's Qualification and experience in relevant sector (in years)	**Assessor:** a) Certified Assessors of the recognized Assessment Agencies b) Certified trainers may also get certified as an Assessor to conduct assessments in relevant trades (A Trainer can also act as an Assessor for a different location)

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Annexure: 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.

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