

**QUALIFICATION FILE – CONTACT DETAILS OF SUBMITTING BODY****Name and address of submitting body:**

**HCSSC,  
Handicrafts & Carpet Sector Skill Council,  
3rd Floor, OCF, Plot No.2  
Pocket 9, Sector B,  
Vasant Kunj,  
New Delhi-110070**

**Name and contact details of individual dealing with the submission****Name:** Krishan Kumar**Position in the organisation:** Chief Executive Officer**Address if different from above****Tel number(s):** 011-26139834**E-mail address:** [ceo@hcssc.in](mailto:ceo@hcssc.in)**List of documents submitted in support of the Qualifications File**

1. **Qualification Pack**
2. **RFP for development of Occupational Standards**
3. **Selection process of the Consultants to develop Occupational Standards**
4. **Composition of NOS Subcommittee**
5. **Minutes of the meeting of GC meetings**
  - i. **Composition of the Technical Committee**
  - ii. **Approval of Occupational Standards by Technical Committee and Governing Council**
6. **NSDC Human Resource & Skills Requirement in Handicrafts & Carpet Sector**
7. **Occupational Map & Progression matrix**
8. **List of QP/NOS validating companies.**

**Model Curriculum to be added which will include the following:**

Indicative list of tools/equipment to conduct the training:

## NSQF QUALIFICATION FILE

Approved in 25th NSQC, Dated: 25th June, 2020

**Metal Sheets/ Products, different types of acid, acid mixture container, measurable tools, Personal Protective Equipment, Bandages, Fire-fighting equipment, First Aid Kit, White Board, Marker Pen, Computer, Projector**

### Trainers Qualification:

The same has been attached in the Model Curriculum.

### Lesson:

To be developed in Facilitator Guide

### Distribution of Training duration into Theory/Practical/OJT component:

Theory	Practical	OJT	Total
<b>100</b>	<b>190</b>	<b>NA</b>	<b>290 Hours</b>

# NSQF QUALIFICATION FILE

Approved in 25th NSQC, Dated: 25th June, 2020

## QUALIFICATION FILE SUMMARY

1	Qualification Title	<b>Acid Cleaner (Metalware)</b>
2	Qualification Code, if Any	<b>HCS/Q3001</b>
3	NCO code and occupation	<b>NCO-2004/NIL</b>
4	Nature and Purpose of the qualification( Please specify whether qualification is short term and long term)	<b>Short Term</b>
5	Body/Bodies which will award the qualification	<b>Handicrafts &amp; Carpet Sector Skill Council</b>
6	Body which will accredit providers to offer courses leading to the qualification	<b>Handicrafts &amp; Carpet Sector Skill Council</b>
7	Whether accreditation/affiliation norms are already in place or not, if applicable (if yes, attach a copy)	<p>Has been developed following the guidelines laid down by NSDC for NOS and QP development. The same can be viewed at <a href="http://nsdcindia.org/documents-nos-creation">http://nsdcindia.org/documents-nos-creation</a></p> <p>Has been cleared by the due diligence and QRC process of NSDC and has been put as National Occupational Standards in public view by NSDC at <a href="http://nsdcindia.org/nos">http://nsdcindia.org/nos</a></p> <p>Has been validated by 80% companies. The names of the industries are given in the Annexure.</p>
8	Occupation(s) to which the qualification gives access	<b>Cleaning / Polishing / Buffing</b>
9	Job description of the	<b>The individual at work is responsible for cleaning</b>

## NSQF QUALIFICATION FILE

Approved in 25th NSQC, Dated: 25th June, 2020

	occupation	the metal by dipping it in specified acid, rinsing the metal with water and ensure good quality cleaning as per the specifications
10	Licensing requirements	NA
11	Statutory and Regulatory requirement of the relevant sector (Documentary evidence to be provided)	Attached in the docket
12	Level of the qualification in the NSQF	4
13	Anticipated volume of training/learning required to complete the qualification.	290 hours + Employability Module (60 Hours) =350 Hours
14	Indicative list of training tools required to deliver this qualification	Attached in the Model Curriculum
15	Entry requirements / recommendations and minimum age	Minimum: 8th pass (Primary Education) and 18 Years Minimum: Minimum 6 month of Working Experience (The Job Role Acid Cleaner is the progression of Level-4)
16	Progression from the qualification, ( Please show professional and academic minimum age)	Finishing Supervisor, Career progression is attached below
17	Arrangements for the Recognition of Prior learning (RPL)	Will be done at the clusters where is required. Facility could be arranged.
18	International Comparability where known (research evidence to be provided)	Not Yet Established
19	Date of planned review of the qualification	27/05/2023

## NSQF QUALIFICATION FILE

Approved in 25th NSQC, Dated: 25th June, 2020

20	<b>Formal structure of the qualification</b>		
	<b>Mandatory components</b>		
	<b>Title of component and identification code/NOSs/Learning outcomes</b>	<b>Estimated size (learning hours)</b>	<b>Level</b>
(i)	HCS/N3001 Receive metal ware products and work instructions	70	4
	HCS/N3002 Wash metal products with acid	70	4
	HCS/N9901 Coordinate with colleagues and work as a team	20	Common across 1-5 levels
	HCS/N9902 Maintain safe work environment	40	Common across 1-5 levels
	HCS/N9903 Maintain personal health	40	Common across 1-5 levels
	HCS/N9904 Basic business management	40	Common across 1-5 levels
	<b>Sub Total (A)</b>	<b>280+10 Hr (Introduction)=290 Hours</b>	<b>4</b>
<b>Optional Components</b>			
	<b>Title of component and identification code/NOSs/Learning outcomes</b>	<b>Estimated size (learning hours)</b>	<b>Level</b>
	NA	NA	NA
	<b>Sub Total (B)</b>	<b>NA</b>	<b>NA</b>
	<b>Total (A+B)</b>	<b>290 Hours</b>	<b>4</b>

### SECTION 1

### ASSESSMENT

## NSQF QUALIFICATION FILE

Approved in 25th NSQC, Dated: 25th June, 2020

21	<b>Body/Bodies which will carry out assessment:</b> <ul style="list-style-type: none"><li>• CEE Vision Technologies Pvt. Ltd.</li><li>• Rational Multiskills Pvt. Ltd. (RMS)</li><li>• Trendsetters Skill Assessors Pvt. Ltd.</li><li>• Mirams Training Services (I) Pvt. Ltd.)</li><li>• TAG Assessors Guild Pvt. Ltd.</li><li>• IRIS Corporate Solutions Pvt. Ltd.</li><li>• Glocal Skill Management Pvt. Ltd.</li><li>• Ace Assessment Agency Pvt. Ltd.</li><li>• E &amp; E Skill Development &amp; Technologies Pvt Ltd (Eins &amp; Erste)</li><li>• Vedokt Skill &amp; Consulting Pvt. Ltd.</li><li>• Forerunner Assessment Pvt. Ltd.</li><li>• Sai Skill Technology Pvt. Ltd.</li></ul>
22	<b>How will RPL assessments be managed and who will carry it out?</b> <p>RPL will be based on the same approved Qualification Pack and Assessment Criteria mentioned in the Qualification Pack. The process of RPL assessment is developed.</p>
23	<b>Describe the overall assessment strategy and specific arrangements which have been put in place to ensure that assessment is always valid, consistent and fair and show that these are in line with the requirements of the NSQF:</b> <p>The assessment strategy is developed.</p>

Please attach most relevant and recent documents giving further information about assessment and/or RPL.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

### ASSESSMENT EVIDENCE

Complete a grid for each component as listed in "Formal structure of the qualification" in the summary

## NSQF QUALIFICATION FILE

Approved in 25th NSQC, Dated: 25th June, 2020

### 24. Assessment evidences

Title of Component:

Outcomes to be assessed/NOSs to be assessed	Assessment criteria for the outcomes
<b>HCS/N3001</b> <b>Receive metal ware products and work instructions</b>	
<b>Receive metal ware products and acids</b>	PC1. receive metal ware products and acids to be used in cleaning from the supervisor
	PC2. follow standard operating procedure while handling the metal ware and the prescribed acids
	PC3. use necessary tools and protective gears while handling the metal ware and acids
	PC4. place metal ware products and acids in a way so that work flow is smooth and there is no damage to other products
	PC5. document the quantity of metal ware products and acids received
<b>Identify the work requirements</b>	PC6. identify the metal ware product and model for which the work is assigned
	PC7. get instructions regarding concentration and combinations of acids to be used in cleaning of metal ware
	PC8. understand the daily targets
	PC9. understand the requirements of products of different sizes and shape to be cleaned
	PC10. get any specific work relate instructions from supervisor, if required
<b>Achieving productivity and quality standards</b>	PC11. ask questions to supervisor to have clear understanding of the job requirement and expectations
	PC12. achieve supervisor satisfaction on the work done
	PC13. ensure zero material defect while handling the metal ware
	PC14. follow organization standard and procedure on material movement and stocking
	PC15. achieve daily targets with minimum wastage of the material

## NSQF QUALIFICATION FILE

Approved in 25th NSQC, Dated: 25th June, 2020

<b>HCS/N3002</b> <b>Wash metal product with acid</b>	
<b>Soak metal ware product in specified acid</b>	PC1. place a tub / big container at the appropriate place in the working area and fill it with water
	PC2. dip all the metal ware products one by one in the water filled tub / big container
	PC3. take out the products and leave it outside for drying and clean it with cloth/rug after drying
	PC4. dip the cleaned metal ware products in tub/ big container filled with specified acid
	PC5. keep the products there as per the standard operating procedure of the company
	PC6. ensure the metal ware product is soaked well and suitable for the next process requirement
<b>Rinse the metal ware product with water</b>	PC7. take out the products from acid as per the standard operating procedure of the company
	PC8. rinse the product thoroughly with water
	PC9. visually inspect and ensure good quality of cleaning
	PC10. place the product at suitable and stable position on appropriate surface
<b>Achieve productivity and quality standards</b>	PC11. ensure appropriate safety measures are followed during handling of acids
	PC12. ensure concentration of acid in solution is as per the standard operating procedure of the company
	PC13. ensure there is no metal dissolution of the product during the process
	PC14. ensure porosity is not developed in the product during acid cleaning process
	PC15. ensure surface cleaning is as per specifications
<b>HCS/N9901</b> <b>Coordinate with colleagues and work as a team</b>	
<b>Interact with supervisor or superior</b>	PC1. follow the standard procedures while receiving the job order and instructions from reporting supervisor
	PC2. analysis of the work output requirements, targets, performance indicators, and incentives
	PC3. deliver quality work on time and report any anticipated reasons for delays
	PC4. identify the different ways of communicating with the supervisor proactively for maintenance



## NSQF QUALIFICATION FILE

Approved in 25th NSQC, Dated: 25th June, 2020

	and repair schedules at the workplace
	PC5. determine information such as number of parts to make, components and material to be used, and machines to be used
	PC6. allocate responsibilities to machine operators as per the operations selected
	PC7. ensure that the machine operators are clear about the sequence of activities, priorities, and considerations
	PC8. follow standard operating procedures in order to clarify doubts on design, usage of materials & tools, quality & standards compliance, etc.
	PC9. explain the use of questioning techniques to clarify instructions or responsibilities
	PC10. develop opportunities to enhance the level of empathy across genders while giving assistance to colleagues at the workplace
	PC11. display courteous and helpful behaviour at all times
<b>work as a team by coordinating with colleagues within and outside the department</b>	PC12. communicate to the colleagues from within and other departments, clearly and effectively on all aspects to carry out the work among the team
	PC13. maintain the etiquettes, use polite language, demonstrate responsible and disciplined behaviors to the colleagues
	PC14. interact with colleagues from different functions and understand the nature of their work
	PC15. interact and understand the production requirement for the day from the previous and successive processing department and work accordingly
	PC16. resolve conflicts and ensure smooth workflow
	PC17. explain the importance of communicating gender-related terms, gender concepts and gender discrimination at workplace
	PC18. follow the standard organizational procedures in order to eliminate gender discrimination issues and manage gender-related complexities at workplace
	PC19. explain the importance of working with cooperation, coordination, communication, and collaboration, with shared goals and supporting each others performance
	PC20. receive feedback from Quality Control and rework in order to complete work on time
	PC21. follow standard organizational measures for sharing information with colleagues to enable

## NSQF QUALIFICATION FILE

Approved in 25th NSQC, Dated: 25th June, 2020

	efficient delivery of work
	PC22. identify the ways of highlighting the errors of colleagues in order to help them in rectifying and ensuring quality output at the workplace
<b>Report and Document</b>	PC23. inspect personnel, resources and timelines for production and confirm according to workplace procedures and requirements
	PC24. enhance productivity by adopting a number of appropriate measures (eg. automation, motivation, process planning, resource planning)
	PC25. ensure that work area and tools are cleaned and inspected according to workplace procedures
	PC26. document all the details accurately relating to one's role as required
	PC27. complete job documentation according to workplace procedures
<b>HCS/N9902</b>	
<b>Maintain safe work environment</b>	
<b>Follow safety procedure and practices</b>	PC1. monitor the workplace and work processes for potential risks and threats
	PC2. clean and maintain the cleanliness of the work area using approved sanitizers and keep it free from dust, waste, and spillage
	PC3. speak and behave in a calm way while dealing with accidents and emergencies
	PC4. comply with safety procedures while on work to prevent accidents
	PC5. follow the health and safety requirements laid down by the company and by law, and encourage colleagues to do the same
	PC6. ensure and comply with workplace hygiene, sanitation and job specific safety procedures
	PC7. take adequate safety measures while handling materials, chemicals, and tools
	PC8. ensure proper hygiene and protection from dust and other infections
	PC9. follow the recommended material handling procedure to control material and personal damage
	PC10. follow the technique of waste disposal and waste storage in the proper bins as per SOP
	PC11. follow the proper labeling mechanism of instruments/ boxes/ containers and maintaining reference files/ documents with the codes and the lists
	PC12. ensure that personal protective equipment required is identified and made available at the

## NSQF QUALIFICATION FILE

Approved in 25th NSQC, Dated: 25th June, 2020

	workplace at all time
	PC13. report any accidents, incidents or problems without delay to the supervisor and take necessary immediate action to reduce the further danger
	PC14. undertake basic safety checks before operation of all tools and electrical equipment
	PC15. identify corrective actions for hazards such as illness, accidents, fires or any other natural calamity
<b>Achieve safety standards</b>	PC16. identify and recommend opportunities for improving health and safety at the workplace
	PC17. identify the ways of supporting the team during the audit of 5 s
	PC18. participate actively in employee work groups on 5s and encourage team members for active participation
	PC19. adhere to safety standards and ensure no material damage
	PC20. ensure zero accident at the workplace
	PC21. organize and attend fire drills and workplace safety workshops
	PC22. clean the equipment and glassware used with recommended sanitizers following specifications and organization standards
	PC23. ensure forward selling of valuable residual to Material Recovery Specialist
<b>HCS/N9903</b>	
<b>Maintain personal health</b>	
<b>Adopt healthy work practices</b>	PC1. comply with health and safety related instructions applicable to the workplace
	PC2. use and maintain personal protective equipment where required at the workplace
	PC3. identify the ways to maintain a healthy lifestyle
	PC4. identify basic health concerns like fever, cold & cough, etc. for self and other family members
	PC5. always cover the mouth and nose with a dust mask while working and keep on changing when it gets blocked with dust
	PC6. follow work instructions strictly to reduce the amount of pollution at the workplace e.g. wet the rock/craft material before working on it
	PC7. wear gloves as per the materials used for making handicraft to avoid blisters; scratches and cuts
	PC8. follow the standard organizational procedures while undergoing preventive health checkups at regular intervals
	PC9. follow SOPs for dealing with blisters; scratches;

## NSQF QUALIFICATION FILE

Approved in 25th NSQC, Dated: 25th June, 2020

	accidental fires or any other type of emergencies at work
	PC10. perform prompt treatment from the doctor in case of illness
	PC11. manage time effectively, especially in case of a health concern or emergency
<b>Achieve work productivity while maintaining health</b>	PC12. ensure no productivity loss or absenteeism from work due to illness
	PC13. ensure no long term ill effect on the personal health
	PC14. obtain training on upgraded equipment periodically
	PC15. carry out own activities in line with approved guidelines and procedures
	PC16. demonstrate correct use of equipment according to the policies and procedures
	PC17. identify the different ways in case of an emergency at home and use of emergency helpline numbers etc
	PC18. check if the equipment/machine is functioning normally before commencing work and rectify wherever required
	PC19. ensure the proper mechanism is followed while collecting and disposing of hazardous waste as per SOP
	PC20. highlight the common types of injuries that might occur and affect the participant's at the workplace
<b>HCS/N9904</b>	
<b>Basic business management</b>	
<b>People management</b>	PC1. allot work to the employees of the unit according to their skill and experience
	PC2. train the employees of his/her unit with the appropriate skills required to make market relevant and quality products
	PC3. motivate the employees
	PC4. handle the grievances/issues that are raised by the employees
	PC5. manage the employee expectations
<b>Product planning</b>	PC6. gather and analyse the cues from the market
	PC7. ascertain the customer preference
	PC8. create product lines based on current market preference
	PC9. create product lines that are unique and able to price high
	PC10. price the products according to market trends
	PC11. decide the best way to market the product lines

## NSQF QUALIFICATION FILE

Approved in 25th NSQC, Dated: 25th June, 2020

<b>Procurement of raw materials</b>	PC12. make a list of raw materials required according to the product lines
	PC13. ascertain the quantity and right price to procure the materials
	PC14. identify the right locations/agents from where the raw materials can be procured
	PC15. negotiate to get the best price
	PC16. ensure quality materials are procured
	PC17. ensure the procured materials are stored in appropriate conditions
	PC18. maintain the bills and record the prices of procurement for future reference
	PC19. maintain healthy vendor relationships
<b>Market interfacing</b>	PC20. identify the nearest market
	PC21. analyze the prevalent price for product lines
	PC22. decide on the most effective means to access the market
	PC23. plan for cost effective transportation to the market
	PC24. position the product according to market requirements
	PC25. manage customer expectations
<b>Financial management</b>	PC26. analyze and ascertain the cost of production
	PC27. maintain the book of accounts related to the business
	PC28. own and operate a bank account
	PC29. identify cost effective means of running business
<b>Record keeping</b>	PC30. identify various aspects of business that require recording
	PC31. create formats for recording
	PC32. make various records pertaining to all aspects of business
	PC33. maintain these records with periodic updation
	PC34. maintain necessary documents as per local government and regulatory requirement
	PC35. analyze the records and glean various
<b>Pass/Fail</b>	
<p>1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for each PC.</p> <p>2. Each NOS will be assessed both for theoretical knowledge and practical</p>	

## NSQF QUALIFICATION FILE

Approved in 25th NSQC, Dated: 25th June, 2020

3. The assessment will be based on knowledge bank of questions created by the SSC.
4. Individual assessment agencies will create unique question papers for theory and skill practical part for each candidate at each examination/training centre
5. To pass the Qualification Pack, every trainee should score a minimum of 70% in every NOS
6. In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack

### SECTION 2

#### 25. EVIDENCE OF LEVEL

##### OPTION A

Title/Name of qualification/component: <b>Acid Cleaner (Metalware)</b> <b>HCS/Q3001</b>		
NSQF Domain	Outcome of the Qualification/Component	How the outcomes related to descriptors
<b>Process</b>	<p>The incumbent carries out a job which requires cleaning metals using recommended or specified chemical</p> <p>The role is familiar, predictable, routine, and situation of clear choice.</p> <p>Examples:</p> <ul style="list-style-type: none"><li>• receive metal ware products and acids to be used in cleaning from the supervisor</li><li>• follow standard operating procedure while handling the metal ware and the prescribed acids</li><li>• place metal ware products and acids in a way so that work flow is smooth and there is no damage to other products</li><li>• identify the metal ware product and model for which the work is assigned</li><li>• get instructions regarding concentration and combinations of acids to be used in cleaning of metal ware</li><li>• place a tub / big container at the appropriate place in the working area and fill it with water</li><li>• dip all the metal ware products one by one in the water filled tub / big container</li></ul>	<b>4</b>

## NSQF QUALIFICATION FILE

Approved in 25th NSQC, Dated: 25th June, 2020

	<ul style="list-style-type: none"> <li>take out the products and leave it outside for drying and clean it with cloth/rug after drying</li> <li>dip the cleaned metal ware products in tub/ big container filled with specified acid</li> <li>keep the products there as per the standard operating procedure of the company</li> <li>rinse the product thoroughly with water</li> </ul>	
<b>Professional Knowledge</b>	<p>The incumbent needs factual knowledge of the field of study</p> <p>The examples supporting it are as follows: The tasks involve understanding of :</p> <ul style="list-style-type: none"> <li>variety of metal ware and their basic quality</li> <li>types of acids used in cleaning of metal ware and their chemical properties</li> <li>process of acid cleaning</li> <li>basics on inventory management</li> <li>quality and safety standards</li> <li>the physical and chemical properties of metals used in production of handcrafted metal ware products</li> <li>the chemical properties of acids used in the process of cleaning</li> <li>precautionary measures to be taken during the work</li> </ul>	<b>4</b>
<b>Professional Skill</b>	<p>The skills required for the job involve recall and demonstration of Practical skill, which is routine and repetitive in narrow range of application using appropriate rule and tool, using quality concepts</p> <p>Examples :</p> <ul style="list-style-type: none"> <li>use necessary tools and protective gears while handling the metal ware and acids</li> <li>understand the requirements of products of different sizes and shape to be cleaned</li> <li>visually inspect and ensure good quality of cleaning</li> <li>ensure concentration of acid in solution is as per the standard operating procedure of the company</li> </ul>	<b>4</b>
<b>Core Skill</b>	<p>Require to communicate written or oral, with required clarity, skill to basic arithmetic and algebraic principles, basic</p>	<b>4</b>

## NSQF QUALIFICATION FILE

Approved in 25th NSQC, Dated: 25th June, 2020

	<p>understanding of social, political and natural environment</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>• how to document the metal ware products and acids received from the supervisor</li> <li>• how to read company policy documents</li> <li>• methods to express the information, both technical and non-technical, to seniors and colleagues effectively</li> <li>• how to analyse the material requirement and preventive action on using acids for cleaning</li> <li>• communicate to the colleagues from within and other departments, clearly and effectively on all aspects to carry out the work among the team</li> </ul>	
<b>Responsibility</b>	<p>The incumbent must have responsibility for own work and learning</p> <p>Examples :</p> <ul style="list-style-type: none"> <li>• ensure zero material defect while handling the metal ware</li> <li>• achieve daily targets with minimum wastage of the material</li> <li>• ensure appropriate safety measures are followed during handling of acids</li> <li>• ensure there is no metal dissolution of the product during the process</li> <li>• ensure porosity is not developed in the product during acid cleaning process</li> <li>• ensure surface cleaning is as per specifications</li> </ul>	<b>4</b>

### OPTION B

<b>Title/Name of qualification/component: Glass Blowing Operator HCS/Q2206</b>		
<b>NSQF Domain</b>	<b>Outcome of the Qualification/Component</b>	<b>How the outcomes related to descriptors</b>
<b>Process</b>	<b>NA</b>	<b>NA</b>



## NSQF QUALIFICATION FILE

Approved in 25th NSQC, Dated: 25th June, 2020

Professional Knowledge	NA	NA
Professional Knowledge	NA	NA
Core Skill	NA	NA
Responsibility	NA	NA

### SECTION 3

#### EVIDENCE OF NEED

26	<p><b>What evidence is there that the qualification is needed? What is the estimated uptake of this qualification and what is the basis of this estimate?</b></p> <p>While collecting data from the companies for the occupational map, we also took feedback from industry, which was collected with respect to roles for which qualification packs development, was to be prioritized. This was largely based on volume of people required, quantitative and qualitative shortfall which the Industry feels they face. Governing council of HCSSC gave final approval and endorsement for the same. Employed in the role: 3500; Estimate uptake 1000 based on requirements for existing and prospective workforce on the basis of Skills Gap analysis Reports and validation of skill gap study through feedback from industry for demand. An LMIS development initiative is being put in place to be more precise regarding the demand and supply</p>
27	<p><b>Recommendation from the concerned Line Ministry of the Government/Regulatory Body. To be supported by documentary evidences</b></p> <p>Attached in the docket</p>
28	<p><b>What steps were taken to ensure that the qualification(s) does (do) not duplicate already existing or planned qualifications in the NSQF? Give justification for presenting a duplicate qualification</b></p> <p>NSDC list of Approved and Under-Development QPs was checked prior to commissioning the work</p>
29	<p><b>What arrangements are in place to monitor and review the qualification(s)? What data will be used and at what point will the qualification(s) be revised or updated? Specify the review process here</b></p> <ul style="list-style-type: none"><li>Agencies have been appointed by the SSC to interact with training providers to gather feedback in implementation.</li><li>Monitoring of results of assessments</li></ul>

## NSQF QUALIFICATION FILE

Approved in 25th NSQC, Dated: 25th June, 2020

	<ul style="list-style-type: none"><li>• Employer feedback will be sought post-placement</li><li>• A formal review is scheduled in two year time i.e. 2017</li></ul>
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Please attach most relevant and recent documents giving further information about any of the topics above.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

### NSDC Human Resource & Skills Requirement in handicrafts & Carpet Sector

#### SECTION 4

#### EVIDENCE OF PROGRESSION

30	<p>What steps have been taken in the design of this or other qualifications to ensure that there is a clear path to other qualifications in this sector?</p> <ul style="list-style-type: none"><li>• Horizontal and vertical mobility options have been articulated in occupational map</li><li>• Vertical: Polishing Supervisor; Horizontal: Threading/ Drilling Operator</li></ul>
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Please attach most relevant and recent documents giving further information about any of the topics above.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

### Detailed Occupation Mapping for Metal ware Subsector

# NSQC QUALIFICATION FILE

Approved in 25th NSQC, Dated: 25th June, 2020

## Detailed Occupation Mapping for Metal ware Subsector

Occupations	Product Development and Design	Production Management	Metal Casting & Stamping	Metal craft making	Cleaning / Polishing / Buffing	Painting & Plating	Lathe work management	Quality Control & Testing	Assembling & Packing															
NSQC Level																								
10	Chairman / Proprietor / Managing Director																							
9	GM (Operation)																							
8																								
7	Production / Works / Factory Manager																							
6	Product Development Head	Shift in charge / Production in charge																						
5	Designer	Chemical Supervisor	Electrical Engineer			Polishing Supervisor	Painting / Colouring Supervisor	Plating Supervisor	Workshop Foreman	Quality Control Supervisor	Testing incharge	Assembling & Packing incharge												
4	Design Assistants		Casting operator	Furnace Operator	Die maker	Stamping operator / Pressman	Embossing artisan	Engraving artisan	Inlay Artisan	Etching Artisan	Cutting Machine Operator / Cutter	Threading / Drilling Operator	Acid Cleaner	Polisher	Sketcher & Painter	Powder coating technician	Lacquering technician	Plating technician / operator	Welder	Turner	Iron Fabricator	Inspection operator	Testing technician	Assembling technician / Assembler
3						Grinding / Filing Artisan																Component Checker	Packer (including tagging and labelling)	
2			Furnace Operation helper	Helper	Hammering artisan		Helper		Material handler / Helper					Helper									Helper	
1																								

Horizontal movement

nsqc Applied