

CONTACT DETAILS OF THE BODY SUBMITTING THE QUALIFICATION FILE

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List of documents submitted in support of the Qualifications File

1. Career Map/ Progression of Assistant Cotton Grader (Ginning)- [Annexure 1](#)
2. QP TSC/Q0902- [Annexure 2](#)
3. Skill gap report for Spinning Sector – [Annexure 3](#)
4. Production for EOI for AA Accreditation of assessment Agencies and Assessment Framework – [Annexure 4](#)
5. TP affiliation procedure and norms- [Annexure 5](#)
6. Model Curriculum – [Annexure 6](#)

Model Curriculum to be added which will include the following:

- **Indicative list of tools/equipment to conduct the training**
- **Trainers qualification**
- **Lesson Plan**
- **Distribution of training duration into theory/practical/OJT component**

NSQF QUALIFICATION FILE

Approved in 23rd NSQC Meeting, 22nd August, 2019

SUMMARY

1	Qualification Title	Assistant Cotton Grader (Ginning)
2	Qualification Code, if any	TSC/Q0902
3	NCO code and occupation	2015/8151.9900
4	Nature and purpose of the qualification (Please specify whether qualification is short term or long term)	This is a Qualification Pack (QP) containing National Occupational Standards for the job role – Assistant Cotton Grader The main purpose of the qualification and the target learners is to get unemployed people into work and to upgrade the skills of people already working.
5	Body/bodies which will award the qualification	Textile Sector Skill Council (TSC)
6	Body which will accredit providers to offer courses leading to the qualification	Textile Sector Skill Council (TSC)
7	Whether accreditation/affiliation norms are already in place or not, if applicable (if yes, attach a copy)	The Training Partner affiliation norms are as per the guidelines of PMKVY scheme through SMART portal.
8	Occupation(s) to which the qualification gives access	Cotton Grading
9	Job description of the occupation	The Assistant Cotton Grader is responsible for carrying out grading activities under supervision while maintaining health, safety and security, and complying with the workplace requirements in the grading sector.
10	Licensing requirements	N/A
11	Statutory and Regulatory requirement of the relevant sector (documentary evidence to be provided)	N/A
12	Level of the qualification in the NSQF	Level - 3
13	Anticipated volume of training/learning required to complete the qualification	300 hours
14	Indicative list of training tools required to deliver this qualification	Baer Sorter, Cotton Fibre Testing Equipment

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15	Entry requirements and/or recommendations and minimum age	Basic Literacy & Numeracy Experience - Not applicable preferable Minimum Job Entry Age - 18 years
16	Progression from the qualification (Please show Professional and academic progression)	- Access to other qualifications at the same NSQF level – Asst Ginning Fitter - Access to related qualification(s) at the next NSQF level – Cotton Grader to Senior Cotton Grader(Annexure 1)
17	Arrangements for the Recognition of Prior learning (RPL)	The process and guidelines of PMKVY RPL (Recognition of Prior Learning) will be followed for all trainings.
18	International comparability where known (research evidence to be provided)	Not yet established
19	Date of Planned Review of the Qualification	03/05/2022

20	Formal Structure of the Qualification Mandatory components		
21	Title of the Component and Identification Code/NOSs/Learning Outcomes	Estimated size (Learning Hours)	Level
i)	TSC/N0902 Carry out cotton grading for ginning process	134	4
ii)	TSC/N9001 Maintain work area and tools in ginning sector	34	4
iii)	TSC/N9002 Work in a team	32	4
iv)	TSC/N9003 Maintain health, safety and security at work place	66	4
iv)	TSC/N9004 Comply with industry and organizational requirements	34	4
	Sub Total	300	

SECTION 1

ASSESSMENT

<p>21</p>	<p>Body/Bodies which will carry out assessment: TSC accredited Assessment Agencies</p> <ol style="list-style-type: none">1. C K Skills Research & Development Pvt.Ltd.2. Cindrel Infotech Private Limited3. Cocubes Technologies Pvt. Ltd.4. Edu Vantage Pvt. Ltd.5. Eduworld Consultants Pvt.Ltd.6. Federation of Indian Woman Entrepreneurs7. FICCI8. GrowwellFincon Services9. Independent Qualitative Assessors Glide Pvt.Ltd.10. India Skill Pvt.Ltd.11. Intouch Financial Services Pvt. Ltd.12. Mettl (Indusynk Training Services Pvt.Ltd.)13. Navriti Technologies (P) Ltd.14. PVR Skill Central Pvt. Ltd.15. Rohstoffe International Pvt. Ltd.16. Shiksha Bharti17. Skill Mantra Edutech Consulting India Pvt.Ltd.18. The Assessors Guild (TAG)19. Trend Setter Skill20. Virtual Education Trust <p>These assessing agencies have been chosen through a transparent process after thorough scrutiny of the credentials presented in response to the RFP. All of them have prior experience of carrying out similar assessment for their SSCs in the past and have presented their assessment methodology that details the assessor identification methodology. The assessing agencies were relatively graded and then those which qualified were allotted regions. The exercise was done by C3A-TSC's technical Committee for Affiliation, Accreditation and Assessment comprising of Industry experts.</p>
<p>22</p>	<p>How will RPL assessment be managed and who will carry it out? The assessment body shall be responsible for RPL assessment.</p> <p>In RPL, the candidate has acquired the skills and knowledge while working and requires assessment and certification only. RPL is the acknowledgement of skills and knowledge obtained through:</p> <ul style="list-style-type: none">• Formal training• Work experience• Life experience <p>The focus of RPL is the complete gained from these experiences; not how, when, or where the learning occurred.</p> <p>Process or steps in RPL assessments:</p>

	<ol style="list-style-type: none"> 1. Offering RPL to potential candidates 2. Providing information to the candidates 3. Self-assessment 4. Evidence collection 5. Assessment and making the decision 6. Feedback to the candidates 7. Documentation of outcomes
<p>23</p>	<p>Describe the overall assessment strategy and specific arrangements which have been put in place to ensure that assessment is always valid, reliable and fair and show that these are in line with the requirements of the NSQF.</p> <ol style="list-style-type: none"> a) The emphasis is on 'learn-by-doing' and practical demonstration of skills and knowledge based on the performance criteria. b) The assessments papers are developed by Subject Matter Experts (SME) available with the Assessment Agency as per the performances and assessment criteria mentioned in the Qualification Packs. c) The assessments papers are also checked for the various outcome-based parameters such as quality, time taken, tools & equipment requirement, etc. d) The assessments are designed to ensure that assessment is done majorly through practical hands on work. Both domain and soft skills essential for carrying out duties and responsibilities of Assistant cotton grader (Ginning) are assessed. The technical limitations at the training centres are taken care in theory and viva. e) The assessments agencies are instructed to hire qualified and experienced assessors as per TSC's criteria who have integrity, reliability and fairness. Each assessor shall sign a document with its assessment agency by which they commit themselves to comply with the rules of confidentiality and conflict of interest, independence from commercial and other interests that would compromise impartiality of the assessments. f) The assessment agencies are instructed to ideally have assessors with the right mix of industry experience, academia and these are detailed in Assessment Agency Protocol of TSC. g) The assessors selected by Assessment Agencies are scrutinized and made to undergo training and introduction to Assessment Framework, competency-based assessments, assessors guide etc. and they are assessed for Domain and assessment Skills. Only those assessors who clears both the assessments with minimum 80% marks in each are permitted to carry out assessments. h) The assessors are provided with "Assessors guide" developed by the Subject Matter Expert of the Assessment Agency or by Textile SSC as per Assessment Framework. The "Assessors guide" are developed to ensure the maximum possible consistency/transparency in the assessment by different assessors and elaborate on the following: <ol style="list-style-type: none"> 1. Qualification Pack Structure. 2. Guidance for the assessors to conduct theory, practical and viva assessments. 3. Guidance for trainees to be given by assessor before the start

of the assessments.

4. Guidance on assessment process, practical brief with step of operational practical observation checklist Attendance Sheet and mark sheet.
5. Viva guidance for uniformity and consistency across the batch.
6. Guidance on assessment evidence collection.

The assessment results are backed by evidence collected by assessors.

1. The assessors need to collect a copy of the attendance sheets for the training done under the scheme. The attendance sheets are signed and stamped by the in charge/ Head of the training centre.
2. The assessors need to verify the authenticity of the candidate by checking the photo ID card issued by the institute as well as any one Photo ID card issued by the Central/Government. The same need to be mentioned in the attendance sheet. In case of suspicion, the assessor should authenticate and cross verify trainee's credential in the enrolment form.
3. The assessors need to take a camera to click photograph of the trainees working on the job and giving theory exam as evidence.
4. The assessors also need to carry a Photo ID card.
5. The assessors also need to take the photographs as evidence from appropriate angles/sides of the final work piece/job submitted by the trainee.
6. The details on assessment framework are elaborated in Textile SSC protocol for accreditation of Assessment Agencies and Assessment Framework.

All accredited Assessment Agencies follow the "Textile SSC protocol for accreditation of Assessment Agencies and Assessment Framework". Each NOS in the Qualification Pack (QP) will be assigned a relative weightage for assessment based on the criticality of the NOS. Therein each Performances Criteria in the NOS will be assigned marks for theory or practical based on relative importance, criticality of function and training infrastructure.

Relevant and recent documents giving further information about assessment and/or RPL.

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1. TP Affiliation Protocol - [Annexure 5](#)
2. Protocol for Accreditation of Assessment Agencies and Assessment Framework – [Annexure 4](#)

ASSESSMENT EVIDENCE

Complete a grid for each component as listed in “Formal structure of the qualification” in the Summary.

24. Assessment evidences

Title of Component:

Outcomes to be assessed/NOSs to be assessed	Assessment criteria for the outcome
1.TSC/N0904 Carry out cotton grading for ginning process	PC1.select kapas trucks for quality test for standard parameters for ginning
	PC2.identify different varieties of cotton received for ginning
	PC3.use test equipment to check various parameters of cotton like staple length, Colour, Denier etc.
	PC4.record or report results according to workplace procedures
	PC5.identify different types of trash in the received cotton bale
	PC6.evaluate trash condition and contamination of cotton modules
	PC7.identify key cotton features that can be varied through ginning process like fiber length, Strength, Elongation etc
	PC8.discuss the cotton test results with Ginning fitter for processing settings
	PC9.identify the effect of temperature and speed settings on fibre length, moisture content and trash removal effectiveness
	PC10.check the various parameters of lint after ginning process
	PC11.discuss the lint report with Fitter for necessary change in the speed setting if required
	PC12.evaluate different types of Indian cotton grades as per the mill standards Winding Operator r in proper manner and get clearance from the incoming counterpart
	PC14.report to the supervisor and incoming Jute Weft Winding Operator if there is any quality change and maintenance work done/or left during his shift

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	PC15.report to the supervisor all specific observations for all running jute spinning and winding machinery
2.TSC/N9001 (Maintain work area, tools and machines)	PC1.handle materials, machinery, equipment and tools with care and use them in the correct way
	PC2.use correct lifting and handling procedures
	PC3.use materials to minimize waste
	PC4.maintain a clean and hazard free working area
	PC5.maintain tools and equipment
	PC6.carry out running maintenance within agreed schedules
	PC7.carry out maintenance and/or cleaning within one's responsibility
	PC8.report unsafe equipment and other dangerous occurrences
	PC9.ensure that the correct machine guards are in place
	PC10.work in a comfortable position with the correct posture
	PC11.use cleaning equipment and methods appropriate for the work to be carried out
	PC12.dispose of waste safely in the designated location
	PC13.store cleaning equipment safely after use
	PC14.carry out cleaning according to schedules and limits of responsibility
3.TSC/N9002 (Working in a team)	PC1.be accountable to the own role in whole process
	PC2.perform all roles with full responsibility
	PC3.be effective and efficient at workplace
	PC4.properly communicate about company policies
	PC5.report all problems faced during the process
	PC6.talk politely with other team members and colleagues
	PC7.submit daily report of own performance
	PC8.adjust in different work situations
	PC9.give due importance to others' point of view
	PC10.avoid conflicting situations
	PC11.develop new ideas for work procedures
	PC12.improve upon the existing techniques to increase process efficiency
4.TSC/N9003 (Maintain health, safety and security at work place)	PC1.comply with health and safety related instructions applicable to the workplace .
	PC2.use and maintain personal protective equipment such as "ear plug", " nose mask ", " head cap " etc., as per protocol

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	PC3.carry out own activities in line with approved guidelines and procedures
	PC4.maintain a healthy lifestyle and guard against dependency on intoxicants
	PC5.follow environment management system related procedures
	PC6.identify and correct (if possible) malfunctions in machinery and equipment
	PC7.report any service malfunctions that cannot be rectified
	PC8.store materials and equipment in line with organisational requirements
	PC9.safely handle and remove waste
	PC10.minimize health and safety risks to self and others due to own actions
	PC11.seek clarifications, from supervisors or other authorized personnel in case of perceived risks
	PC12.monitor the workplace and work processes for potential risks and threat
	PC13.carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned
	PC14.report hazards and potential risks/ threats to supervisors or other authorized personnel
	PC15.participate in mock drills/ evacuation procedures organized at the workplace
	PC16.undertake first aid, fire-fighting and emergency response training, if asked to do so
	PC17.take action based on instructions in the event of fire, emergencies or accidents
	PC18.follow organisation procedures for shutdown and evacuation when required
	PC19.identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry
	PC20.recognise other possible security issues existing in the workplace
	PC21.recognise different measures to curb the hazards
	PC22.communicate the safety plan to everyone
	PC23.attach disciplinary rules with the implementation
5.TSC/N9004 (Comply with industry and organizational requirements)	PC1.perform own duties effectively
	PC2.take responsibility for own actions
	PC3.be accountable towards the job role and assigned duties
	PC4.take initiative and innovate the existing methods
	PC5.focus on self-learning and improvement

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	PC6.co-ordinate with all the team members and colleagues
	PC7.communicate politely
	PC8.avoid conflicts and miscommunication
	PC9.know the organisational standards
	PC10.implement them in your performance
	PC11.motivate others to follow them
	PC12.know the industry standards
	PC13.align them with organisation standards
Means of assessment 1	<p>Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC.</p> <p>The assessment for the theory part will be based on knowledge bank of questions created by the SSC with the help of Assessment Agencies.</p> <p>Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training centre (as per assessment criteria given in each QP). Wherever the candidate is not educated enough to go for TAB based or Pen and paper assessments, questions maybe asked verbally and answers are to be marked by assessor.</p> <p>Individual assessment agencies will create unique evaluations for skill practical for every student at each Examination/ training centre based on the assessment criteria given in each QP.</p>
Means of assessment 2	N.A.
Pass/Fail	<p>To pass the Qualification Pack, every trainee should Score a minimum of 70% aggregate or as specified by the funding scheme.</p> <p>In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack.</p>

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SECTION 2

25. EVIDENCE OF LEVEL

Title/Name of qualification/Component: Assistant Cotton Grader (Ginning)NSQF Level :3			
NSQF Domain	Outcomes of the Qualification/ Component	How the outcomes relate to the NSQF Level descriptors	NSQF Level
Process	<p><u>Carry out a job which may require limited range of activities, routine and predictable</u></p> <ul style="list-style-type: none">• identify different varieties of cotton received for cotton grading• use test equipment to check various parameters of cotton like Staple Length, Colour, Denier etc• select kapas for quality test for standard parameters as per guidelines• identify different types of trash in the cotton seeds• identify key cotton features that can be varied through ginning process• Evaluate the different types of Indian cotton grades as per mill standards• describe the major cotton physical quality requirements• describe the following physical parameters requirements such as Colour, leaf grade, stickiness, micronaire, staple length, length uniformity, maturity, etc.	<p>The Assistant cotton grader (ginning) will select the seed cotton for testing, identify trash, cotton varieties, physical parameters etc. The job involves activities limited to cotton grading which are routine and predictable. Hence NSQF Level is 3</p>	3

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	<ul style="list-style-type: none"> • evaluate different types of Indian cotton grades and estimate cost as per market trend • discuss the tested parameters with Ginning fitter • store materials and tools in line as per industry's requires 		
Professional Knowledge	<p><u>Basic facts, process and principle applied in trade of employment</u></p> <ul style="list-style-type: none"> • describe quality parameters of cotton • explain the requirement for cotton testing/grading • describe different grading system of cotton- US, Egyptian and Indian • describe the cotton grading procedure • describe the operational tools involved in cotton grading • Explain criteria for heaping the cotton based on its variety from different sources of purchase • Demonstrate process for disposal of cotton waste/contaminants like seed coats, paper bits etc. and procedures for their disposal • list the company's/organization's quality standards • describe the effects of contamination on products • describe the ginning department workflow • describe the management hierarchy in ginning mill 	<p>The Assistant cotton grader (Ginning) has basic knowledge about the physical parameters of cotton, good quality requirements. They have complete knowledge about the process flow, and quality requirements of final lint in a ginning unit.</p> <p>Hence NSQF Level is 3</p>	3

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	<ul style="list-style-type: none"> describe the role, responsibility and progression opportunity from Assistant Cotton Grader 		
Professional Skill	<p><u>Recall and demonstrate practical skill, routine and repetitive in narrow range of application:</u></p> <ul style="list-style-type: none"> select kapas for quality test for standard parameters for ginning use test equipment to check various parameters of cotton Equipment: Moisture meter, high volume instrument, etc. evaluate trash condition and contamination of cotton modules check the various parameters of cotton for classing outcome Parameters: Colour, leaf grade, stickiness, micronaire, staple length, length uniformity, maturity, etc. evaluate different types of Indian cotton grades and estimate cost as per market trend Types: Super choice, choice, extra super fine, super fine, fine, fully good, good, and fully good fair identify the effect of temperature and speed settings on fibre length, moisture content and trash removal effectiveness maintain the tools and equipment used for different ginning process 	<p>The Assistant cotton grader_(Ginning)_has_to recall and demonstrate practical skills for grading of cotton as per the standard quality requirement. The task is routine and repetitive in the narrow range of seed cotton grading</p> <p>Hence NSQF Level is 3</p>	3

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	<ul style="list-style-type: none"> • dispose of waste safely in the designated location • identify damaged tools and materials and take action according to the standards followed 		
Core Skill	<p><u>Communicate written or oral, with minimum required clarity, skill of basic arithmetic and algebraic principles, personal banking, basic understanding of social and natural environment</u></p> <ul style="list-style-type: none"> • write local or English language for recording production, quality related information, numbering, and maintenance of related information and materials, etc. • evaluate the cotton cost based on cotton quality • read to differentiate the various materials used in the process • read and correctly interpret own notes written in local or English language • communicate with co-workers appropriately • talk effectively to convey information succinctly and unequivocally to superior and with fellow workers • Write clear and short sentences • comprehend written instructions • read any application sent by other colleagues • listen effectively and orally communicate information accurately 	<p>The Assistant cotton grader(Ginning) communicate written/ oral in their local language with required clarity, and has basic arithmetic skills required to evaluate cotton and estimate cost as per market trends, can identify work place environment hazards and perform basic banking activities.</p> <p>Hence NSQF Level is 3</p>	3

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	<ul style="list-style-type: none"> • list out the salient feature of internet banking • record or report results according to workplace procedures • write daily work report • write grievance complaint application • describe the various activities involved in banking such as deposit, withdrawal, investments etc • ask for clarification and advice from others • communicate politely • follow environment management system related procedures • identify different kinds of possible hazards 		
Responsibility	<p><u>Under close supervision some responsibility for own work within defined limit:</u></p> <ul style="list-style-type: none"> • get work instructions and specifications from the superior for the current shift and interpret them accurately • describe own job role and responsibilities and sources for information pertaining to work area • refer anomalies to the supervisor and seek clarification on problems from others • reporting to the supervisor or higher authority about any grievances faced • carry out cleaning according to schedule and requirement • check the physical properties of lint after ginning and discuss with Ginning Fitter • demonstrate preparation of tools before 	<p>The Assistant Cotton Grader (Ginning) demonstrates responsible work/ duties such as grading the fibre, identifying the fibre parameters, discuss the tested parameters with superior under close supervision.</p> <p>Hence NSQF Level is 3</p>	3

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	testing as per the cotton varieties <ul style="list-style-type: none">• Maintain the testing tools/ equipment within limits of responsibility		
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26)	What evidence is there that the qualification is needed? What is this qualification and what is the basis of this estimate?		
	Basis	In case of SSC	In case of other Awarding Bodies (Institutes under Central Ministries and states departments)
	Need of the Qualification	The No of People involved in Ginning activity in India is 2,57,237 the annual attrition rate is 30%. So, the annual requirement of skilled man power in ginning is 77,170 Numbers. Annexure 3	
	Industry Relevance	Validations for the QP development given below,	
	Usage of the qualification	No existing qualification available	

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	Estimated uptake	The Skill Gap report for Textile sector given in Annexure3	
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27	Recommendation from the concerned Line Ministry of the Government/Regulatory Body. To be supported by documentary evidences Validation from “The South India Textile Research Association” linked to Ministry of Textiles, Government of India
28	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 QPs for Job Roles of various related SSC’s and courses on NQR proposed by line ministry were studied to ensure that there is no duplicity.
29	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 The Qualification Pack has been developed based on stakeholder engagement through workshops held at various Ginning clusters and one on one discussions with core cluster stakeholders. The inputs and feedbacks given by them were incorporated while drafting the QP. The QP would be reviewed in 2022 for technological updates.

Relevant and recent documents giving further information about any of the topics above.

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> <p>Show the career map here to reflect the clear progression</p> <p>Please refer to attached career path as per Annexure 1 which clearly defines the career path. While designing the national occupational standards, occupational mapping was done on a large sample size and validated across the country. The career progression for roles in each occupation was also analyzed and decided, based on industry validation across the country. The current challenges faced by the industry, at large, was also kept in mind.</p>
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Relevant and recent documents giving further information about any of the topics above.

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