

# NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

**NSDA Reference**

*To be added by NSDA*

## CONTACT DETAILS OF THE BODY SUBMITTING THE QUALIFICATION FILE

### **Name and address of submitting body:**

Handicrafts and Carpet Sector Skill Council,  
3<sup>rd</sup> 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:** Ms. Anupama Giri

**Position in the organisation:** CEO

**Address if different from above:** NO

**Tel number(s):** 011-2613983491

**E-mail address:** ceo@hcsc.in

### **List of documents submitted in support of the Qualifications File**

1. Career Progression of Carpet Sub-Sector
2. Qualification Pack
3. Minutes of the meeting of GC Consultation meeting
4. NSDC Human Resource & Skills Requirement in Handloom & Handicraft Sector
5. List of QP/NOS validating companies.

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## SUMMARY

<b>Qualification Title</b>	Handloom Weaver (Carpets)		
<b>Qualification Code</b>	HCS/Q5412		
<b>Nature and purpose of the qualification</b>	- Qualification pack, to prepare people to work in the carpet industry		
<b>Body/bodies which will award the qualification</b>	Handicrafts and Carpet Sector Skill Council(HCSSC)		
<b>Body which will accredit providers to offer courses leading to the qualification</b>	Handicrafts and Carpet Sector Skill Council(HCSSC)		
<b>Body/bodies which will carry out assessment of learners</b>	Handicrafts and Carpet Sector Skill Council(HCSSC)		
<b>Occupation(s) to which the qualification gives access</b>	Carpet making		
<b>Licensing requirements</b>	N/A		
<b>Level of the qualification in the NSQF</b>	3		
<b>Anticipated volume of training/learning required to complete the qualification</b>	330{(NOSs + Bridge module = 270)+ (Entrepreneurship and Soft Skills + Digital Literacy = 60)}		
<b>Entry requirements and/or recommendations</b>	Basic reading writing skills, preferably 5 <sup>th</sup> class pass		
<b>Progression from the qualification</b>	Tufted Gun Master		
<b>Planned arrangements for the Recognition of Prior learning (RPL)</b>	A 3-day RPL program has been devised to certify the trainees.		
<b>International comparability where known</b>	N/A		
<b>Date of planned review of the qualification.</b>	2018		
<b>Formal structure of the qualification</b>			
<b>Title of component and identification code.</b>	<b>Mandatory/ Optional</b>	<b>Estimated size (learning hours)</b>	<b>Level</b>

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(i) HCS/N5415 Run the hand operated loom efficiently	Mandatory	180	3
(ii) HCS/N9906 Maintaining work area, tools and machines	Mandatory	20	3
(iii) HCS/N9907 Maintain health, safety and security at work place	Mandatory	20	3
(iv) HCS/N9908 Working in a team	Mandatory	20	3

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<b>(v) HCS/N9909 Comply with industry and organizational requirement</b>	Mandatory	20	3
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Qualification pack and curriculum attached in annexure.

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## **SECTION 1** **ASSESSMENT**

### **Body/Bodies which will carry out assessment:**

The assessment bodies affiliated to the handicrafts & carpet sector skill council will carry out the assessment.

### **How will RPL assessment be managed and who will carry it out?**

*RPL will be based on the same approved Qualification Pack and Assessment Criteria mentioned in the Qualification Pack. The process of RPL assessment is going to be managed by the Assessment agency affiliated by the HCSSC.*

### **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.**

*The assessment is managed by the assessment agency using the question bank approved by the sector skill council which has both the theory and practical questions, the questions are then divided into many different sets so that all students don't get the same questions once the assessment is done the result is compiled and sent to the sector skill council. The NSQF level 2 and 3 qualifications has a passing marks of 50% and NSQF level 4 and above has 70% as passing marks.*

## **ASSESSMENT EVIDENCE**

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### CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Handloom Weaver (Carpets)

**Qualification Pack** HCS/Q5412

**Sector Skill Council** Handicraft and Carpet

#### Guidelines for Assessment

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 Theory and Skills Practical for each PC
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC
3. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below)
4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on this criteria
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

NOS Elements	Performance criteria	Total marks	Out of	Marks allocation	
				Theory	Skills Practical
<b>1.HCS/N5415 - Run the hand operated loom efficiently</b>	PC1. Warp setting	100	6	2	4
	PC2. Application of material on the warp		6	2	4
	PC3. Should know how to weave on the warp		8	2	6
	PC4. Should know how to repair the warp		5	1	4
	PC5. Proper usage of comb (tool used during weaving)		6	2	4
	PC6. Should be able to repair warp breakage (by replacing broken warp with new warp)		6	2	4
	PC7. Find out the broken warp end		6	2	4
	PC8. Mend the broken warp end by replacing with extra warp		6	2	4
	PC9. Should be able draw warp threads for weaver's beam behind the operator		6	2	4
	PC10. Should ensure tension (tightness) of warp threads are uniform		5	1	4
	PC11. Should ensure spacing of warp threads per inch is matching with design		5	1	4

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	PC12. Ensure right color of yarn to be used as per the design		5	1	4
	PC13. Should weave as per design		6	2	4
	PC14. Ensure to trip extra weft		6	2	4
	PC15. Should be well acquainted with the operation of the weaving pedals		6	2	4
	PC16. Should be aware of the required hammering density		6	2	4
	PC17. Should have knowledge of cutting the pile evenly		6	2	4
	<b>TOTAL</b>		<b>100</b>	<b>30</b>	<b>70</b>
				<b>Marks allocation</b>	
<b>NOS Elements</b>	<b>Performance criteria</b>	<b>Total marks</b>	<b>Out of</b>	<b>Theory</b>	<b>Skills Practical</b>
<b>2.HCS/N9906 - Maintain the work area, tools and machines</b>	PC1. Handle materials, machinery, equipment and tools with care and use them in correct way	100	14	6	8
	PC2. Maintain a clean and hazard free working area		10	4	6
	PC3. Carry out running maintenance within agreed schedules		13	5	8
	PC4. Carry out maintenance and/or cleaning within one's responsibility		13	5	8
	PC5. Report unsafe equipment and other dangerous occurrences		12	4	8
	PC6. Use clean equipment and methods appropriate for the work to be carried out		11	5	6
	PC7. Dispose of waste safely in the designated location		14	6	8
	PC8. Store cleaning of equipment safely after use		13	5	8
	<b>TOTAL</b>		<b>100</b>	<b>40</b>	<b>60</b>
				<b>Marks allocation</b>	
<b>NOS Elements</b>	<b>Performance criteria</b>	<b>Total marks</b>	<b>Out of</b>	<b>Theory</b>	<b>Skills Practical</b>
<b>3. HCS/N9907 Maintain health, safety and security at work place</b>	PC1. Identify activities that can cause potential injury through sharp objects and other tools and equipments	100	10	4	6
	PC2. Use and maintain personal		12	5	7

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	protective equipment such as “Nose Mask” etc.				
	PC3. Identify areas in the workplace which are potentially hazardous/unhygienic in nature		12	5	7
	PC4. Conduct regular checks on equipment and machines to identify potential hazards due to wear and tear of the machine		12	5	7
	PC5. Inform concerned authorities about the potential risks identified in the processes, workplace area/layout, materials used etc.		12	5	7
	PC6. Report malfunctions of tools to supervisors wherever applicable		12	5	7
	PC7. Follow the instructions given on the equipment manual describing the operating process		10	4	6
	PC8. Maintain a clean and safe working environment by ensuring no chemicals is spread on the floor resulting in injury		10	4	6
	PC9. Maintain high standards of personal hygiene at the work place		10	3	7
	<b>TOTAL</b>		<b>100</b>	<b>40</b>	<b>60</b>
				<b>Marks allocation</b>	
<b>NOS Elements</b>	<b>Performance criteria</b>	<b>Total marks</b>	<b>Out of</b>	<b>Theory</b>	<b>Skills Practical</b>
<b>4. HCS/N9908 - Working in a team</b>	PC1. Be accountable to one’s own role in whole process	100	10	4	6
	PC2. Perform all roles with full responsibility		10	4	6
	PC3. Report problems faced during the process		10	4	6
	PC4. Talk politely with other team members and colleagues		10	4	6
	PC5. Submit daily report of own performance		10	4	6
	PC6. Adjust in different work situations		10	4	6
	PC7. Give due importance to others’ point of view		10	4	6
	PC8. Avoid conflicting situations		10	4	6
	PC9. Develop new ideas for work procedures		10	4	6



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	PC10. Improve upon the existing techniques to increase process efficiency		10	4	6
	TOTAL			<b>40</b>	<b>60</b>
				<b>Marks allocation</b>	
<b>NOS Element</b>	<b>Performance Criteria</b>	<b>Total marks</b>	<b>Out of</b>	<b>Theory</b>	<b>Skills Practical</b>
<b>5. HCS/N9909 -Maintain health, safety and security at work place</b>	PC1. Identify activities that can cause potential injury through sharp objects and other tools and equipments	100	10	2	8
	PC2. Use and maintain personal protective equipment such as “Nose Mask”etc		10	2	8
	PC3. Identify areas in the workplace which are potentially hazardous / unhygienic in nature		10	2	8
	PC4. Conduct regular checks on equipment and machines to identify potential hazards due to wear tear of the machine		8	2	6
	PC5. Inform concerned authorities about the potential risks identified in the processes, workplace area/layout, materials used etc.		12	4	8
	PC6. Report malfunctions of tools to supervisors wherever applicable		12	4	8
	PC7. Follow the instructions given on the equipment manual describing the operating process		8	2	6
	PC8. Maintain a clean and safe working environment by ensuring no chemicals is spread on the floor resulting in injury		8	2	6
	PC9. Maintain high standards of personal hygiene at the work place		8	2	6
	PC10. Ensure zero accidents at workplace		8	2	6
	PC11. Adhere to safety norms and ensure no damage to any material or individual		6	1	5
	<b>TOTAL POINTS</b>		<b>100</b>	<b>25</b>	<b>75</b>

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### SECTION 2

#### EVIDENCE OF LEVEL

##### OPTION A

Title/Name of qualification/component: <b>Handloom Weaver (Carpets)</b>			Level: 3
NSQF Domain	Outcomes of the Qualification/Component	How the outcomes relates to the NSQF level descriptors	NSQF Level
Process	<p>The Incumbent's role as a hand loom weaver is a job role in weaving department. The responsibility of Hand operated Loom Weaver is to run manually operated looms (equipped with very little mechanization) efficiently so as to get maximum output with minimum defects.</p>	<p>The situation of clear choice (descriptor of level 3) is evident through the following</p> <p>To run hand operated loom efficiently as per buyer design so as to get maximum output with minimum defects</p> <p>Examples-</p> <ul style="list-style-type: none"> <li>To run hand operated loom efficiently</li> <li>To give due importance to product quality, process safety and environmental aspects.</li> </ul>	3
Professional knowledge	<p>The incumbent has basic knowledge in the field which contributes to the effect output / finished product in which is in this case includes</p> <p>Examples:</p> <ul style="list-style-type: none"> <li>Should know how to weave on the warp</li> <li>Should know how to repair the warp</li> <li>Proper usage of comb (tool used during weaving)</li> </ul>	<p>Limited range of activities which are routine and predictable therefore level 3</p>	3

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Title/Name of qualification/component: <b>Handloom Weaver (Carpets)</b>		Level: 3	
NSQF Domain	Outcomes of the Qualification/Component	How the outcomes relates to the NSQF level descriptors	NSQF Level
	<ul style="list-style-type: none"> <li>• Should be able to repair warp breakage (by replacing broken warp with new warp)</li> <li>• Find out the broken warp end</li> <li>• Mend the broken warp end by replacing with extra warp</li> <li>• Should be able draw warp threads for weaver's beam behind the operator</li> <li>• Should ensure tension (tightness) of warp threads are uniform</li> <li>• Should ensure spacing of warp threads per inch is matching with design</li> <li>• Ensure right colour of yarn to be used as per the design</li> <li>• Should weave as per design</li> <li>• Ensure to trip extra weft</li> <li>• Should be well acquainted with the operation of the weaving pedals</li> <li>• Should be aware of the required hammering density</li> </ul> <p>Should have knowledge of cutting the pile evenly</p>		
Professional skill	<p>Most of the work involves complying and adhering to the guidelines with no major task of application. This is evident through the following</p> <p>Examples:</p>	it is level 3 as there no independent work and mere assisting in the preparatory process	3

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Title/Name of qualification/component: <b>Handloom Weaver (Carpets)</b>		Level: 3	
NSQF Domain	Outcomes of the Qualification/Component	How the outcomes relates to the NSQF level descriptors	NSQF Level
	<ul style="list-style-type: none"> <li>• Warp setting</li> <li>• Application of material on the warp</li> <li>• Should know how to weave on the warp</li> <li>• Should know how to repair the warp</li> <li>• Proper usage of comb (tool used during weaving)</li> <li>• Should be able to repair warp breakage (by replacing broken warp with new warp)</li> <li>• Find out the broken warp end</li> <li>• Mend the broken warp end by replacing with extra warp</li> <li>• Should be able draw warp threads for weaver's beam behind the operator</li> <li>• Should ensure tension (tightness) of warp threads are uniform</li> <li>• Should ensure spacing of warp threads per inch is matching with design</li> <li>• Ensure right colour of yarn to be used as per the design</li> <li>• Should weave as per design</li> <li>• Ensure to trip extra weft</li> <li>• Should be well acquainted with the operation of the weaving pedals</li> <li>• Should be aware of the required hammering density</li> </ul>		

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Title/Name of qualification/component: <b>Handloom Weaver (Carpets)</b>		Level: 3	
NSQF Domain	Outcomes of the Qualification/Component	How the outcomes relates to the NSQF level descriptors	NSQF Level
Core skill	<ul style="list-style-type: none"> <li>• Should have knowledge of cutting the pile evenly</li> </ul> <p>The incumbent needs language to communicate written or oral, with required clarity, to interact with supervisor, buyers and customers, Also prepare a range of routine tasks such as</p> <ul style="list-style-type: none"> <li>• Process flow in a carpet weaving section</li> <li>• Material sequence of flow</li> <li>• Functions of different parts of carpet hand operated loom</li> <li>• Tools and equipments used</li> <li>• Guidelines for operating the hand operated loom</li> <li>• Safety procedures to be followed in hand operated loom</li> </ul> <p>The incumbent also needs to poses basic knowledge in the carpet Industry</p>	Requires basic oral and written communication skills	3

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Title/Name of qualification/component: <b>Handloom Weaver (Carpets)</b>			Level: 3
NSQF Domain	Outcomes of the Qualification/Component	How the outcomes relates to the NSQF level descriptors	NSQF Level
Responsibility	<p><i>Hand operated Loom Weaver is to run manually operated looms (equipped with very little mechanization) efficiently so as to get maximum output with minimum defects.</i></p> <p><i>Examples</i></p> <p><i>To give due importance to product quality, process safety and environmental aspects</i></p>	<p><i>The incumbent works with the basic responsibility under clear instructions / compliance list / under a supervisor therefore this is level 3.</i></p>	3

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## SECTION 3

### EVIDENCE OF NEED

**What evidence is there that the qualification is needed?**

Please refer to the attached list of job roles and occupations as per the attachment and their career paths as per Annexure 2, which have been derived through extensive industry interactions facilitated from various workshops, and site visits conducted and interaction with representatives from different organizations all over the country. Research was conducted in the Carpet sector to capture revenue and manpower requirement estimates till 2022. The research provides the data that the discussed qualification is one of the critical roles in the sector. 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.

**What is the estimated uptake of this qualification and what is the basis of this estimate?**

The increase in manpower requirements (as per projections) from 2013 to 2022, especially for roles covered under Level 3 as per NSQF classification are expected to witness a high demand and are to be provided in research analysis study.

**What steps were taken to ensure that the qualification(s) does (do) not duplicate already existing or planned qualifications in the NSQF?**

NSDC list of Approved and Under-Development QPs was checked prior to commissioning the work.

**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?**

Agencies have been appointed by the SSC to interact with training providers to gather feedback in implementation.

Monitoring of results of assessments

Employer feedback will be sought post-placement

A formal review is scheduled in two year time i.e. 2017

Please attach any 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.

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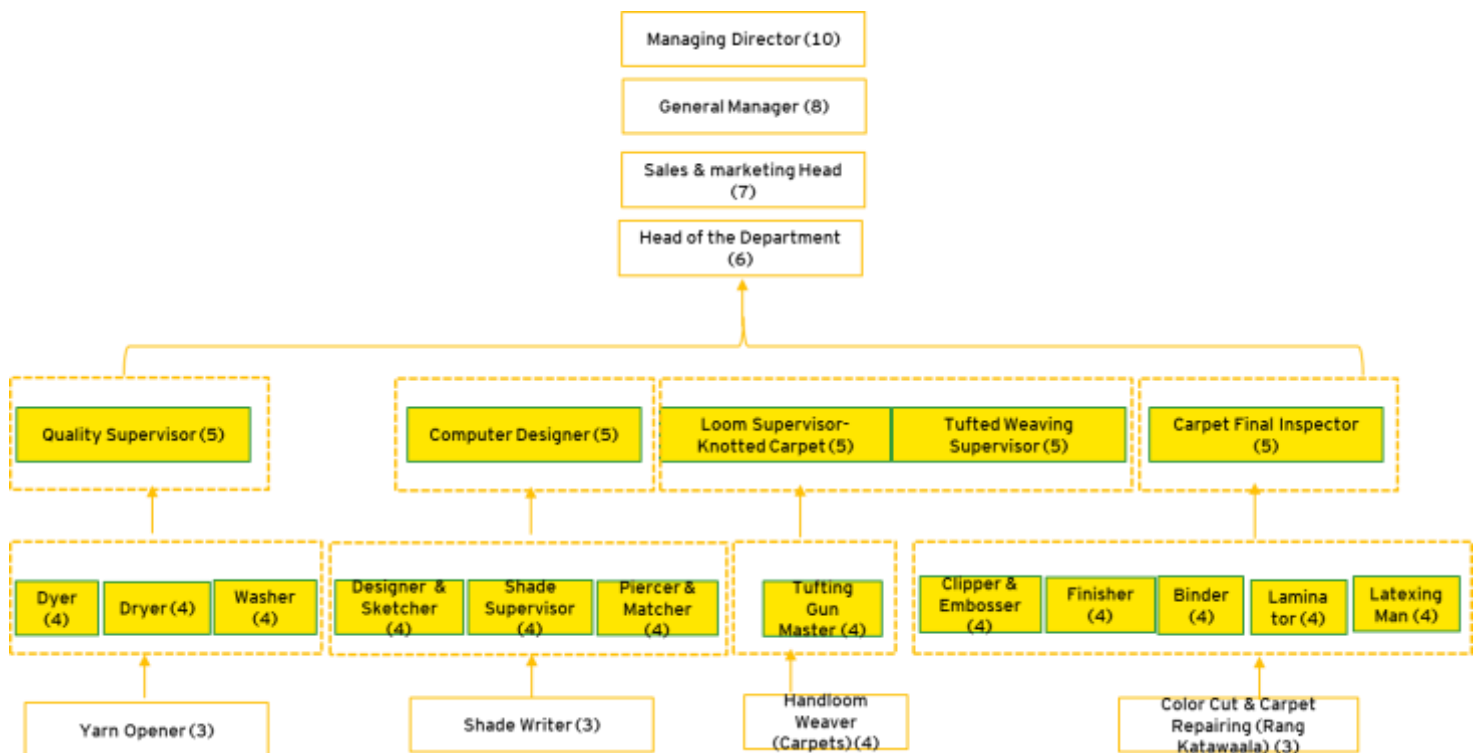
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## SECTION 4

### EVIDENCE OF PROGRESSION

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?

Horizontal and vertical mobility options have been articulated in occupational map & Career Progression matrix.





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### List of companies validated the QP

S. No	Name of the Organisation	Contact Person	Employee - Size
1	Ajaz Carpets	Haris	Large
2	M.H.Khan Exports	Mohd. Haris Khan	Large
3	Jaipur Rugs	Sanjay Singh	Large
4	Modern Rugs	Mazhar Asif ansari	Large
5	Bhadohi Carpets	Prashant	Large
6	Mughal Carpets Industry	R R Gupta	Large
7	Creative Line	MOHD. ANIS ANSAR	Large
8	Raj Overseas	Dinesh Vashisht	Large
9	Ajay Exports	Jagdish Chand Jaiswal	Large
10	Husain International	Tanvir Hussain	Large
11	Raheem & Sons	Shah Mohammad	Medium
12	Sunder Carpet Company	M. Gupta	Medium
13	Looms Creations	Rama Kant Pandey	Medium
14	M C Design & Trades	H N Maurya	Medium
15	Shamshi Exports	Manoj Kumar Prajapati	Medium
16	AGR Handicrafts	Iqbal Ahmed	Medium
17	Kumar Carpet Industries	Gagan Kumar	Medium
18	Classic Carpet Industries	Dharmendra Kumar	Medium
19	Ravindra Carpets Industries	Pradeep	Medium
20	Pratap Carpets	Prem Shankar Singh	Medium
21	Masnuaat-E-Hind	Aezaz Mahmood	Small
22	Qamrun-Nas & Sons	Riaz mahmod Ansari	Small
23	Shyam Carpets	Dashrath Prasad jaiswal	Small
24	Tiwari Carpet Palace	Shiv Sagar Tiwari	Small
25	Yati Overseas	Anil Kumar	Small

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26	Ajay Carpets	Dinesh Chand Jaiswal	Small
27	Hand Rugs Exports	Mohd. Saif Ansari	Small
28	Nisha International	Azhar Mahmood	Small
29	Zeds Carpet	Akhtar Ansari	Small
30	Lucky Export	Shyam Narain Yadav	Small