

**NSQF QUALIFICATION FILE**

Approved in 17th NSQC Meeting – NCVET – 31<sup>ST</sup> December 2022

**CONTACT DETAILS OF THE BODY SUBMITTING THE QUALIFICATION FILE**

**Name and address of submitting body**

**Rubber, Chemical & Petrochemical Skill Development Council**

304, 3<sup>rd</sup> Floor, Rectangle One,  
Saket District Center, New Delhi – 110017

**Name and contact details of individual dealing with the submission**

**Name:** Ms Shewani Nagpal

**Position in the organisation:** COO

**Address if different from above:** same as above

**Tel number(s):** 011 41004899

**E-mail address:** shewani.nagpal@rsdcindia.in

**List of documents submitted in support of the Qualification File**

- a) Annexure 1: RSDC Affiliation Application Form
- b) Annexure 2: RSDC Protocols for Affiliating Assessment Agencies
- c) Annexure 3: Qualification Pack for Assistant Operator- Tyre Retreading -  
Inspection and Buffing
- d) Annexure 4: Occupational Map of the Sector
- e) Annexure 5: Model Curriculum including:
  - Indicative list of tools/ equipment to conduct the training
  - Trainers qualification
  - Lesson Plan
  - Distribution of training duration into theory/ practical/ OJT component


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<b>Qualification Title</b>	Assistant Operator- Tyre Retreading - Inspection and Buffing
<b>Qualification Code</b>	RSC/Q3501
<b>NCO Code and Occupation</b>	NCO Code: NCO-2015/NIL Occupation: Tyre Re-treading
<b>Nature and purpose of the qualification</b>	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 in work. It is a short-term course.
<b>Body/bodies which will award the qualification</b>	Rubber, Chemical & Petrochemical Skill Development Council
<b>Body which will accredit providers to offer courses leading to the qualification</b>	Rubber, Chemical & Petrochemical Skill Development Council
<b>Whether accreditation/affiliation norms are already in place or not, if applicable (if yes, attach a copy)</b>	Yes Refer Annexure 1: RCPSDC Affiliation Application Form for Training Partners Annexure 2: RCPSDC Protocols for Affiliating Assessment Agencies
<b>Body/bodies which will carry out assessment of learners</b>	RCPSDC's affiliated assessment agency(ies)
<b>Occupation(s) to which the qualification gives access</b>	Tyre Inspection and Buffing Supervisor
<b>Job Description of the Occupation</b>	Assistant Operator- Tyre Retreading - Inspection and Buffing is responsible to inspect and buff carcass / tyre before it goes for re-treading process.
<b>Licensing requirements</b>	N/A
<b>Statutory and</b>	N/A

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<b>Regulatory requirement of the relevant sector (documentary evidence to be provided)</b>	
<b>Level of the qualification in the NSQF</b>	Level - 3
<b>Anticipated volume of training/learning required to complete the qualification</b>	330 Hours
<b>Indicative list of training tools required to deliver this qualification</b>	
<b>Entry requirements and/or recommendations</b>	Minimum Educational Qualifications: 8th Class Pass+ 1 Year of relevant experience Or 5th Class Pass + 3 years of relevant experience Minimum Age: 18 years
<b>Progression from the qualification</b>	Assistant Operator- Tyre Retreading - Inspection and Buffing role leads to Tyre Uniformity Operator/ Solid Tyre Moulding Operator/Pre-Post Tyre Moulding Operator level in Tyre Re-treading under Tyre manufacturing process.
<b>Planned arrangements for the Recognition of Prior Learning (RPL)</b>	Assessments under RPL are carried out as per the normal assessment process followed by RCPSDC.
<b>International comparability where known</b>	
<b>Date of planned review of the qualification.</b>	31/03/2025
<b>Formal structure of the qualification</b>	

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<b>Title of component and identification code.</b>	<b>Mandatory/Optional</b>	<b>Estimated size (learning hours)</b>	<b>Level</b>
Bridge Module	M	32	3
RSC/N3501 (Prepare tools and machine for inspection and buffing)	M	48	3
RSC/N3502 (Undertake inspection of tyres)	M	64	3
RSC/N3503 (Undertake buffing of tyres)	M	44	3
RSC/N5001 (Carry out housekeeping in rubber product manufacturing)	M	16	Common across level (3 to 5)
RSC/N5002 (Carry out reporting and documentation)	M	16	Common across level (3 to 5)
RSC/N5003 (Carry out quality checks)	M	32	Common across level (3 to 5)
RSC/N5004 (Carry out problem identification and escalation)	M	16	Common across level (3 to 5)
RSC/N5007 (Carry out health and safety)	M	16	Common across level (3 to 5)
RSC/N5013 (Develop entrepreneurship skills) 	M	46	Common across level (3 to 5)

**Please attach any document giving further detail about the structure of the qualification – e.g. a Curriculum Document or a Qualification Pack.**

**Refer**

Annexure 3: Qualification Pack for Assistant Operator- Tyre Retreading - Inspection and Buffing

Annexure 5: Model Curriculum

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

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

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

**If there will be more than one assessment body for this qualification, give details.**

- Mercer-Mettl
- Trendsetters
- IRIS Corporate Solution Pvt. Ltd
- E&E Skills
- MSAG
- Eduvantage Pvt. Ltd.
- SP Institute of Workforce Development Pvt Ltd (SPIWD)

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

RPL will be based on the same Qualification Pack and Assessment Criteria mentioned in the QP.

### **Give details of how RPL assessment for the qualification will be carried out and quality assure**

The process of RPL assessment is same as that of followed for fresh trainings.

### **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.**

For different Jobs Roles the assessment of candidates will be at NOS level.

Assessment criterion has been defined for each NOS and it includes both theoretical and practical skills on which the candidate will be assessed. The question suite which will be used to check the skills of the trainee would include

- **Theoretical test suite**– Will include multiple choice questions, audio-video question etc. which will test the trainee on his knowledge of the subject
- **Practical knowledge suite**– Practical knowledge is tested through assessor driven evaluation, Situational Judgment Tests and Simulations. A mix of the three is used to evaluate the trainee on his practical knowledge of the QP

To ensure the quality of the assessment, each trainee gets a unique set of questions. A trainee has to score set minimum marks separately for across theoretical and practical skills with an overall percentage of 70% or higher. Assessments are preferably conducted on tablets or papers in regional languages according to the requirement. Questions are uploaded in the tablets only on the day of assessment. To ensure fair means and ways being followed during the assessment, presence of the concerned training partner is mandatory.

To ensure quality of assessments further, it is ensured that only Subject Matter Experts (SMEs) are being empanelled. For sourcing the assessors, Assessment Agency will reach out to the Industry experts, Academicians, Members of industry bodies and others to volunteer for the role of an assessor.

The assessment partners are encouraged to hire assessors with integrity, reliability

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and fairness and enter into an agreement confirming confidentiality, no conflict of interest or any other position, which may compromise the quality of assessment. The assessors need to have adequate hands-on experience in the domain, preferably at a level above the position for which they conduct the assessment. Assessors are trained on the assessment process, and the question sets. At the time of the assessment, the assessors check the identity of the candidates with a photo identification card and attendance during the training.

SSC and Assessment agency review the performance and competence of assessors, on a periodic basis, in order to identify and streamlines any gaps in the process.

Please attach any 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.

*Please follow the link to find the assessment protocol:*

[http://rsdcindia.in/ssc/training\\_assessments/training-partners/accreditation/#page-content](http://rsdcindia.in/ssc/training_assessments/training-partners/accreditation/#page-content)

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**ASSESSMENT EVIDENCE**

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

*NOTE: this grid can be replaced by any part of the qualification documentation which shows the same information – i.e. Learning Outcomes to be assessed, assessment criteria and the means of assessment.*

<b>Compulsory NOS</b>				<b>Marks Allocation</b>	
<b>Total Marks: 900</b>					
<b>Assessment outcomes</b>	<b>Assessment Criteria for outcomes</b>	<b>Total Marks</b>	<b>Out Of</b>	<b>Skills Theory</b>	<b>Skills Practical</b>
<b>RSC/N3501 Prepare tools and machine for inspection and buffing</b>	PC1. Ensure the availability of all required tools for inspection and buffing.	100	12	6	6
	PC2. Ensure that the tools are clean and in ready to use condition.		9	5	4
	PC3. Ensure adequate light in the inspection area`		11	5	6
	PC4. Prepare automatic buffing machine.		11	4	7
	PC5. Place the tools on a safe location.		12	5	7
	PC6. Clean the inspecting table		12	5	7
	PC7. Put all tyres to be inspected in one row size wise		12	5	7
	PC8. Ensure the use of certified/tested inspection tools and check their functioning.		11	5	6
	PC9. Adhere to all safety norms (such as wearing protective gloves and shoes).		5	5	0
	PC10. Comply with health, safety, environment guidelines and regulations in accordance with international/national standards or the organizational standards.		5	5	0
	<b>Total</b>		<b>100</b>	<b>50</b>	<b>50</b>
<b>RSC/N3502 Undertake inspection of tyres</b>	PC1. Put hand glove and pick up one tyre for inspection	100	7	3	4
	PC2. See tyre to be re-treaded on visually from outside and all 360 Degree		7	3	4
	PC3. Roll the tyre on the ground and check for defect like – bead for any damaged, sidewall for any crack, any sidewall hole, tread damaged, severe		7	3	4



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	cut of tread, exposed fabric and all other as per company SOP				
	PC4. In case differentiate useable or reject based on SOP and mark portion need repair with marker / crayon		7	3	4
	PC5. In case tyre is not suitable for re-tread –put REJECT mark		3	1	2
	PC6. Lift the tyre using hoist and put on roller type inspection table which has lamp / light attached		6	3	3
	PC7. This inspection is for inside the carcass		3	1	2
	PC8. Spread bead apart using spreader		6	3	3
	PC9. With the help of lamp / light see the condition of inside portion of the tyre		5	3	2
	PC10. Check for any though hole, already repaired, loose cord, nail is present or penetrated though and all other as per SOP		7	3	4
	PC11. Tyre has to rotated and it has been checking circumferentially		6	2	4
	PC12. Use marker / crayon mark to mark any observation on inside inspection also		5	3	2
	PC13. Use poker to make sure any FM is embed are removed/ cut		7	3	4
	PC14. Remove spreader		6	3	3
	PC15. Unload tyre with the help of Hoist from inspection table		5	3	2
	PC16. Keep in OK line if it is OK or in separate line of “REJECTED “line with proper marking		5	3	2
	PC17. Handle the material using hand gloves and other safety equipment.		4	3	1
	PC18. Adhere to all safety norms (such as wearing protective gloves and shoes, safety mask etc.)		2	2	0
	PC19. Comply with health, safety, environment guidelines and regulations		2	2	0

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	in accordance with international/national standards or the organizational standards.				
	<b>Total</b>		<b>100</b>	<b>50</b>	<b>50</b>
<b>RSC/N3503 Undertake buffing of tyres</b>	PC1. Put inspected tyres /size wise to be buffed in one row	100	5	4	1
	PC2. Check tyre to be re- treaded on visually from outside and all 360 Degree		5	4	1
	PC3. Roll the tyre on the ground and check for defect like – bead for any damaged, sidewall for any crack, any sidewall hole, tread damaged, severe cut of tread, exposed fabric and all other as per company SOP		5	4	1
	PC4. Check if tyre has any mark with crayon or other marker so that all precaution can be taken before performing buffing operation		5	4	1
	PC5. Lift the tyre from one bead side using hoist and put on roller type buffing roller / table which has lamp / light attached		4	2	2
	PC6. Mark tread portion with marker – guideline for buffer to cut tread manually as per SOP		4	2	2
	PC7. Hold the tyre and start chipping top tread slowly – slowly		4	2	2
	PC8. Continue this operation all round with eye measurement and keeping left out portion (called under depth / under tread)		4	2	2
	PC9. Be careful not to go upto Fabric / reinforcement material is visible – it should just above fabric		4	2	2
	PC10. Remove rubber tread portion full width of TREAD only		4	2	2
	PC11. Take buffing stone in hand (it is rotating/ RPM with high speed)		4	2	2
	PC12. Hold buffing toll by both hand in such a way that it should not have slippage while buffing as it need some human rated pressure		4	2	2

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	PC13. Start buffing uneven hand cut left out tread portion uniformly from one end to another end and circumferentially		4	2	2	
	PC14. Extra care must be taken wherever defect / mark is given by carcass inspecting inspector		4	2	2	
	PC15. With the help of lamp / light see the condition of inside portion of the tyre		4	2	2	
	PC16. Make carcass top surface rough with teathed grinder		4	2	2	
	PC17. Clean manually and remove all lose dust rubber particle with the help of brush / by blowing air blast		4	2	2	
	PC18. Once again check tyre circumferentially for any non – uniformity on buffing		4	2	2	
	PC19. Unload tyre with the help of Hoist / table		4	2	2	
	PC20. Mark Ok mark on tyre and keep in OK row for next operation		4	2	2	
	PC21. In case tyre is not suitable for re-tread –put REJECT mark		3	2	1	
	PC22. Handle the material using hand gloves and other safety equipment.		3	2	1	
	PC23. Use all protecting measure like Eye goggle, nose mask etc. are very important to put before this operation		3	2	1	
	PC24. Carefully handle Buffing shaft with grinder / tool which has sharp teeth		3	2	1	
	PC25. Adhere to all safety norms (such as wearing protective gloves and shoes, safety mask etc.)		2	2	0	
	PC26. Comply with health, safety, environment guidelines and regulations in accordance with international/national standards or the organizational standards.		2	2	0	
	<b>Total</b>		<b>100</b>	<b>60</b>	<b>40</b>	

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RSC/N5001 Carry out housekeeping in rubber product manufacturing	PC1. Inspect the area while taking into account various surfaces	100	4	2	2	
	PC2. Identify the material requirements for cleaning the areas inspected, by considering risk, time, efficiency and type of stain		5	2	3	
	PC3. Ensure that the cleaning equipment is in proper working condition		4	2	2	
	PC4. Select the suitable alternatives for cleaning the areas in case the appropriate equipment and materials are not available and inform the appropriate person		4	2	2	
	PC5. Plan the sequence for cleaning the area to avoid re-soiling clean areas and surfaces		4	2	2	
	PC6. Inform the affected people about the cleaning activity		2	0	2	
	PC7. Display the appropriate signage for the work being conducted		6	1	5	
	PC8. Ensure that there is adequate ventilation for the work being carried out		1	1	0	
	PC9. Wear the personal protective equipment required for the cleaning method and materials being used		4	2	2	
	PC10. Use the correct cleaning method for the work area, type of soiling and surface		2	2	0	
	PC11. Carry out cleaning activity without disturbing others		5	0	5	
	PC12. Deal with accidental damage, if any, caused while carrying out the work	10	0	10		

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	PC13. Report to the appropriate person any difficulties in carrying out your work		2	2	0	
	PC14. Identify and report to the appropriate person any additional cleaning required that is outside one's responsibility or skill		2	2	0	
	PC15. Ensure that there is no oily substance on the floor to avoid slippage		7	2	5	
	PC16. Ensure that no scrap material is lying around		7	2	5	
	PC17. Maintain and store housekeeping equipment and supplies		7	2	5	
	PC18. Follow workplace procedures to deal with any accidental damage caused during the cleaning process		4	2	2	
	PC19. Ensure that, on completion of the work, the area is left clean and dry and meets requirements		4	2	2	
	PC20. Return the equipment, materials and personal protective equipment that were used to the right places making sure they are clean, safe and securely stored		4	2	2	
	PC21. Dispose the waste garnered from the activity in an appropriate manner		4	2	2	
	PC22. Dispose of used and un-used solutions according to manufacturer's instructions, and clean the equipment thoroughly		4	2	2	
	PC23. Maintain schedules and records for housekeeping duty		2	2	0	
	PC24. Replenish any necessary supplies or consumables		2	2	0	

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	<b>Total</b>		<b>100</b>	<b>40</b>	<b>60</b>	
<b>RSC/N5002 Carry Out Reporting and Documentation</b>	PC1. Report data/problems/incidents as applicable in a timely manner	100	15	5	10	
	PC2. Report to the appropriate authority as laid down by the company		15	5	10	
	PC3. Follow reporting procedures as prescribed by the company		15	5	10	
	PC4. Identify documentation to be completed relating to one's role		10	5	5	
	PC5. Record details accurately an appropriate format		5	5	0	
	PC6. Complete all documentation within stipulated time according to company procedure		15	5	10	
	PC7. Ensure that the final document meets with the requirements of the persons who requested it or make any amendments accordingly		8	3	5	
	PC8. Make sure documents are available to all appropriate authorities to inspect		2	2	0	
	PC9. Respond to requests for information in an appropriate manner whilst following organizational procedures		10	5	5	
	PC10. Inform the appropriate authority of requests for information received		5	0	5	
	<b>Total</b>		<b>100</b>	<b>40</b>	<b>60</b>	
	PC1. Ensure that total range of checks are regularly and consistently performed		7	2	5	

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<b>RSC/N5003 Carry Out Quality Checks</b>	PC2. Use appropriate measuring instruments, equipment, tools, accessories etc., as required	100	7	2	5	
	PC3. Identify non-conformities to quality assurance standards		5	2	3	
	PC4. Identify potential causes of non-conformities to quality assurance standards		15	5	10	
	PC5. Identify impact on final product due to non-conformance to company standards		15	5	10	
	PC6. Evaluating the need for action to ensure that problems do not recur		5	0	5	
	PC7. Suggest corrective action to address problem		10	5	5	
	PC8. Review effectiveness of corrective action		5	0	5	
	PC9. Interpret the results of the quality check correctly		7	2	5	
	PC10. Take up results of the findings with QC in charge/appropriate authority.		6	2	4	
	PC11. Take up the results of the findings within stipulated time		6	2	4	
	PC12. Record of results of action taken		4	2	2	
	PC13. Record adjustments not covered by established procedures for future reference		2	2	0	

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	PC14. Review effectiveness of action taken		4	2	2
	PC15. Follow reporting procedures where the cause of defect cannot be identified		2	2	0
	<b>Total</b>		<b>100</b>	<b>35</b>	<b>65</b>
<b>RSC/N5004 Carry Out</b>	PC1. Identify defects/indicators of problems		3	1	2
	PC2. Identify any wrong practices that may lead to problems		3	1	2
	PC3. Identify practices that may impact the final product quality		3	1	2
	PC4. Identify if the problem has occurred before		1	1	0
	PC5. Identify other operations that might be impacted by the problem		7	2	5
	PC6. Ensure that no delays are caused as a result of failure to escalate problems		5	2	3
	PC7. Take appropriate materials and sample, conduct tests and evaluate results to establish reasons to confirm suspected reasons for non-conformance (where required)		6	2	4
	PC8. Consider possible reasons for identification of problems		6	3	3
	PC9. Consider applicable corrections and formulate corrective action		6	3	3



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<b>Problem Identification and Escalation</b>	PC10. Formulate action in a timely manner	100	6	3	3
	PC11. Communicate problem/remedial action to appropriate parties		3	3	0
	PC12. Take corrective action in a timely manner		5	3	2
	PC13. Take corrective action for problems identified according to the company procedures		6	3	3
	PC14. Report/document problem and corrective action in an appropriate manner		5	2	3
	PC15. Monitor corrective action		4	2	2
	PC16. Evaluate implementation of corrective action taken to determine if the problem has been resolved		3	1	2
	PC17. Ensure that corrective action selected is viable and practical		3	1	2
	PC18. Ensure that correct solution is identified to an identified problem		5	2	3
	PC19. Take corrective action for problems identified according to the company procedures		5	2	3
	PC20. Ensure that no delays are caused as a result of failure to take necessary action		6	3	3
PC21. Escalate problem as per laid down escalation matrix	2	1	1		

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	PC22. Escalate the problem within stipulated time		2	1	1	
	PC23. Escalate the problem in an appropriate manner		2	1	1	
	PC24. Ensure that no delays are caused as a result of failure to escalate problems		3	1	2	
	<b>Total</b>		<b>100</b>	<b>45</b>	<b>55</b>	
<b>RSC/N5007 Carry out Health and Safety</b>	PC1. Undertake basic safety checks before operation of all machinery and equipment and report hazards to the appropriate supervisor	100	4	2	2	
	PC2. Work for which protective clothing or equipment is required is identified and the appropriate protective clothing or equipment is used in performing these duties in accordance with workplace policy.		4	2	2	
	PC3. Read and understand the hazards of use and contamination mentioned on the labels of chemicals, utilities etc.		2	0	2	
	PC4. Prior to performing manual handling jobs, risk is assessed, and work is carried out according to currently recommended safe practices.		4	2	2	
	PC5. Use equipment and materials safely and correctly and return the same to designated storage when not in use		3	1	2	
	PC6. Dispose of waste safely and correctly in a designated area		6	2	4	
	PC7. Risks to bystanders are recognized and action taken to reduce risk associated with jobs in the workplace		2	0	2	
	PC8. Perform work in a manner which minimizes environmental damage		2	0	2	

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<b>Assessment outcomes</b>	<b>Assessment Criteria for outcomes</b>	<b>Total Marks</b>	<b>Out Of</b>	<b>Skills Theory</b>	<b>Skills Practical</b>	
	PC9. All procedures and work instructions for controlling risk are followed closely.		1	0	1	
	PC10. Report any accidents, incidents or problems without delay to an appropriate person and take immediate necessary action to reduce further danger.		2	0	2	
	PC11. Follow procedures for dealing with accidents, fires and emergencies, including communicating location and directions to emergency.		6	2	4	
	PC12. Follow emergency procedures as per company standards and workplace requirements.		6	2	4	
	PC13. Use Emergency equipment in accordance with manufacturers' specifications and workplace requirements.		6	2	4	
	PC14. Provide treatment appropriate to the patient's injuries in accordance with recognized first aid techniques.		1	0	1	
	PC15. Recover (if practical), clean, inspect/test, refurbish, replace and store the first aid equipment as appropriate		2	0	2	
	PC16. Dispose of medical waste in accordance with workplace requirements		1	0	1	
	PC17. Report details of first aid administered in accordance with work place procedures.		5	3	2	
	PC18. Comply with general safety procedures		6	2	4	
	PC 19. Follow standard safety procedures while handling equipment, hazardous material or tool		2	0	2	
	PC20. Check parts of the workplace and take preventive actions like spraying and other steps to protect from leakages, water logging, pests, fire,		6	2	4	

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Compulsory NOS				Marks Allocation		
<b>Total Marks: 900</b>						
Assessment outcomes	Assessment Criteria for outcomes	Total Marks	Out Of	Skills Theory	Skills Practical	
	pollution, etc.					
	PC21. Ensure no accidents and damages at the workplace, reporting of any breach of company safety procedure		1	0	1	
	PC22. Keep the workplace organized, swept, clean and hazard free		6	2	4	
	PC23. Attend fire drills and other safety related workshops organized at the workplace		4	1	3	
	PC24. Create Awareness about first aid, evacuation and emergency procedures		4	1	3	
	PC25. Ensuring all safety procedures are followed without neglecting any event		2	0	2	
	PC26. Avoid accidents while using hazardous chemicals, machines, sharp tools and equipment		4	1	3	
	PC27. Use safety materials such as protective gear, goggles, caps, shoes, etc. (as applicable with workplace)		4	2	2	
	PC28. Handle heavy and hazardous materials with care and using appropriate tools and handling equipment such as trolleys, ladders		4	1	3	
	<b>Total</b>		<b>100</b>	<b>30</b>	<b>70</b>	
<b>RSC/N5013 Develop entrepreneurship skills</b>	PC1. Create an Awareness to identify profitable business opportunity (Opportunity can be in the form of new material in use, new process, new technology, new market etc.)	100	2	0	2	
	PC2. Maintain the confidentiality till the completion of working on the idea		3	1	2	
	PC3. Discuss the opportunity (with trusted ones) to evaluate its feasibility		5	1	4	

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<b>Compulsory NOS</b>				<b>Marks Allocation</b>	
<b>Total Marks: 900</b>					
<b>Assessment outcomes</b>	<b>Assessment Criteria for outcomes</b>	<b>Total Marks</b>	<b>Out Of</b>	<b>Skills Theory</b>	<b>Skills Practical</b>
	PC4. Arrange/organize related documents/information		4	1	3
	PC5. Monitor the development at competitors' end		2	0	2
	PC6. Sustain existing business and make continual improvements		4	1	3
	PC7. Evaluate possibilities of process simplification, combining process steps (wherever applicable), reducing manpower dependency		4	1	3
	PC8. Acquire new information for optimal allocation of resources before others to gain profit		4	1	3
	PC9. Understanding the requirement of different factors of production: land, labor and capital		5	1	4
	PC10. Acquire and deploy necessary resources for exploitation of identified business opportunity		5	1	4
	PC11. Develop a business plan		5	1	4
	PC12. Acquire financial and material resources		5	1	4
	PC13. Organize to hire experienced and efficient human resource		4	1	3
	PC14. Arrange for best factory set up		4	1	3
	PC15. Raise capital from different sources keeping the interest cost at minimum		4	2	2
	PC16. Arrange for purchase, effective utilization and management of the resources		4	2	2

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<b>Compulsory NOS</b>				<b>Marks Allocation</b>	
<b>Total Marks: 900</b>					
<b>Assessment outcomes</b>	<b>Assessment Criteria for outcomes</b>	<b>Total Marks</b>	<b>Out Of</b>	<b>Skills Theory</b>	<b>Skills Practical</b>
	PC17. Assume risk and deal with uncertainty		2	2	0
	PC18. Take initiative to start something new (process, product etc.)		2	2	0
	PC19. Convert new idea into successful innovation		5	2	3
	PC20. Replace in whole or in part inferior offerings creating new products/ business model		4	2	2
	PC21. Develop new combinations of existing inputs to be more competitive work towards cost reduction through efficiency, improvement in quality, bring in new product/features of product		4	2	2
	PC22.Acquire semi or fully automatic units for improved productivity		5	2	3
	PC23. Collection and recording of all information		5	2	3
	PC24. Compilation, analysis and documentation		3	0	3
	PC25. Maintain correspondence with vendors, clients, govt. agencies and public		3	0	3
	PC26.Document notifications/letters from Government agencies and management		3	0	3
	<b>Total</b>		<b>100</b>	<b>30</b>	<b>70</b>

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### **Means of assessment 1**

The assessment comprises of:

- Written Assessment
- Viva
- Practical assessment

### **Pass/ Fail**

The Pass mark of written assessment is 40% and for viva and practical assessment is 60%. Total passing mark is 70%.

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**SECTION 2  
EVIDENCE OF LEVEL**

<b>Assistant Operator- Tyre Retreading - Inspection and Buffing</b>			
<b>NSQF Domain</b>	<b>Key requirements of the job role</b>	<b>How the job role relates to the NSQF level descriptors</b>	<b>NSQF level</b>
Process	<ul style="list-style-type: none"> <li>• Ensure housekeeping and safety in work area</li> <li>• Ensure the availability of all required tools for inspection and buffing</li> <li>• Ensure the use of certified/tested inspection tools</li> <li>• Ensure that the tools are clean and in ready to use condition</li> <li>• Place the tools on a safe location</li> <li>• Put all tyres to be inspected in one row size wise</li> <li>• Undertake inspection of tyre [SEP]</li> <li>• Ensure housekeeping and safety in inspection area [SEP]</li> <li>• Check the inspected tyres material before commencing buffing [SEP]</li> <li>• Undertake buffing operation of tyre [SEP]</li> </ul>	<p>To carry out the process, the person is required to:</p> <ul style="list-style-type: none"> <li>• Seek perfection in carrying out final finishing of the product.</li> <li>• Take appropriate decisions at his level</li> <li>• Ensure that no delays are caused as a result of improper preparation and [SEP] failure to identify problems</li> <li>• Ensure the use of certified/tested tools and machine and check their functioning. [SEP]</li> <li>• Comply with health, safety, environment guidelines and regulations in [SEP] accordance with international/national standards or the organizational standards. [SEP]</li> </ul>	3
Professional knowledge	<p>The user/individual on the job needs to know and understand:</p> <ul style="list-style-type: none"> <li>• Buffing operation and its importance</li> <li>• Implications of poorly prepared tools. [SEP]</li> <li>• How to conduct quality and damage checks and their importance. [SEP]</li> <li>• Importance of identifying non-conforming products and their storage</li> <li>• Risk and impact of not following defined</li> </ul>	<p>The technical knowledge of the person empowers him/ her to:</p> <ul style="list-style-type: none"> <li>• Properly handle tyres</li> <li>• Deal( application ) with defective product</li> <li>• Finish / repair product to original and expectable level</li> <li>• Understand importance of communicating with electrical and mechanical engineers [SEP]/technicians</li> </ul>	3



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<b>Assistant Operator- Tyre Retreading - Inspection and Buffing</b>			
<b>NSQF Domain</b>	<b>Key requirements of the job role</b>	<b>How the job role relates to the NSQF level descriptors</b>	<b>NSQF level</b>
	<p>procedures/work instructions. [L] [SEP]</p> <ul style="list-style-type: none"> <li>• The escalation matrix for reporting identified issues. [L] [SEP]</li> <li>• Types of documentation in the organization and their importance. [L] [SEP]</li> <li>• Records to be maintained and the implications of their non-maintenance. [L] [SEP]</li> <li>• Importance of housekeeping and good shop floor practices [L] [SEP]</li> <li>• Health, safety and environment guidelines, legislations and regulations, as [L] [SEP] applicable. [L] [SEP]</li> <li>• Impact of various practices on cost, quality, productivity, delivery and safety. [L] [SEP]</li> <li>• Handover/Takeover of the equipment/work area as per organizational SOP. [L] [SEP]</li> </ul>	<ul style="list-style-type: none"> <li>• Properly use finishing tools such as knife, scissor, paint etc.</li> </ul>	
Professional Skill	<ul style="list-style-type: none"> <li>• Work out changes in case a new improved machine/equipment is added in the process or any new material/chemical is developed replacing existing one. [L] [SEP]</li> <li>• Use the standard operating procedure or trouble shooting manuals for [L] [SEP] trouble shooting and other reference documents approved by plant management</li> <li>• Review and analyse the process steps to check on system non adherence and [L] [SEP] non conformity [L] [SEP]</li> <li>• Review the current SOP and other standards for</li> </ul>	<p>To enhance the productivity and efficiency, the person is required to:</p> <ul style="list-style-type: none"> <li>• Understand the acceptance criteria of the product for inspection and allowed limit after repair / touched for any rework</li> <li>• Take a decision for any change/issue based on earlier successes (documented previous history) on similar issues</li> <li>• Consult the peer group and superiors to arrive at a favourable decision</li> <li>• Match customer needs/specification by</li> </ul>	3

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<b>Assistant Operator- Tyre Retreading - Inspection and Buffing</b>			
<b>NSQF Domain</b>	<b>Key requirements of the job role</b>	<b>How the job role relates to the NSQF level descriptors</b>	<b>NSQF level</b>
	<p>continuous improvement to <sup>[L]</sup><sub>[SEP]</sub>facilitate decision making</p> <ul style="list-style-type: none"> <li>• Plan and organize the factors of production to execute the business plan <sup>[L]</sup><sub>[SEP]</sub></li> <li>• Ensure that performance of his action/operation/activity does not lead to any divergence from the specified quality of the final product as required by the customer. <sup>[L]</sup><sub>[SEP]</sub></li> <li>• Communicate effectively to the superior/customer for any delay in supplies to the clients</li> <li>• Work on the feedback received from customer regarding the product</li> <li>• Identify the problems pertaining to the sharpening of tools based on visual inspection and work efficiency <sup>[L]</sup><sub>[SEP]</sub></li> <li>• Diagnose common problems in the machine based on visual inspection, sound, etc. <sup>[L]</sup><sub>[SEP]</sub></li> </ul>	<p>adjusting the processing conditions (interact with customer in case any clarification required ) <sup>[L]</sup><sub>[SEP]</sub></p> <ul style="list-style-type: none"> <li>• Complete the assigned task in timely manner so that the final product is delivered in the timeline given by the customer</li> <li>• Suggest improvements(if any) in process/product/materials based on results <sup>[L]</sup><sub>[SEP]</sub>and experience <sup>[L]</sup><sub>[SEP]</sub></li> <li>• Carry out process of proper cleaning, finishing and re-inspection</li> <li>• Understand effect of neglecting any defect on the performance of product</li> <li>• Thoroughly understand the inspection procedure and finishing process of the product</li> <li>• Undertake proper handling of finished products</li> </ul>	
Core Skill	<ul style="list-style-type: none"> <li>• Read and understand manuals, health and safety instructions, memos, reports, job cards etc.</li> <li>• Read images, graphs, diagrams</li> <li>• Understand the various coding systems as per company norms</li> <li>• Express statements, opinions or information clearly so that others can hear and understand</li> <li>• Communicate with upstream and downstream teams</li> </ul>	<p>For maintaining coordination and attain growth, the person is expected to:</p> <ul style="list-style-type: none"> <li>• apply his oral and writing skills for effective communication</li> <li>• possess documentation skill to collect information, fill up forms, etc.</li> <li>• maintain discipline and cordial work environment in the operational area</li> <li>• interact with superiors briefing them on stats of</li> </ul>	3

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<b>Assistant Operator- Tyre Retreading - Inspection and Buffing</b>			
<b>NSQF Domain</b>	<b>Key requirements of the job role</b>	<b>How the job role relates to the NSQF level descriptors</b>	<b>NSQF level</b>
	<ul style="list-style-type: none"> <li>• Practice honesty with respect to company property and time</li> <li>• Communicate with people in a form and manner and using language that is open and respectful</li> <li>• Take initiative to enhance/learn skills in one's area of work</li> <li>• Act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations</li> <li>• Work in disciplined factory environment</li> <li>• Be punctual</li> </ul>	<p>work completion and pending targets, alternate strategies, etc.</p> <ul style="list-style-type: none"> <li>• encourage learning and be receptive for improvement</li> <li>• analyse the situation and use problem solving approach for smoother operations</li> </ul>	
Responsibility	<ul style="list-style-type: none"> <li>• Take responsibility for completing one's own work assignment</li> <li>• Resolve any difficulties in relationships with colleagues, or get help from an appropriate person, in a way that preserves goodwill and trust</li> <li>• Respond appropriately to any queries</li> <li>• Proper repair and maintenance of the machine and equipment</li> <li>• Ensure proper safety in the work area</li> <li>• Proper waste disposal</li> <li>• Proper storage of prepared and unused material</li> <li>• Timely reporting and documentation</li> </ul>	<p>At the operator's level, take up the responsibility for:</p> <ul style="list-style-type: none"> <li>• Identifying faulty equipment/ part of an equipment and taking necessary rectification</li> <li>• taking care of health and safety issues of the workers and himself</li> <li>• following safety procedures especially while working under no/ minimal supervision</li> <li>• following Personal and Equipment safety procedures while handling equipment and sophisticated instruments and tools</li> </ul>	3

### SECTION 3 EVIDENCE OF NEED

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

Basis	In case of SSC	In case of other Awarding Bodies (Institutes under Central Ministries and states departments)
Need of the qualification	Need of the qualification can be substantiated by skill gap studies conducted by RCPSSDC. (Refer: <a href="http://rsdcindia.in/www/knowledge-bank/">http://rsdcindia.in/www/knowledge-bank/</a> for the published reports)	N/A. The certifications for the job role of Assistant Operator- Tyre Retreading - Inspection and Buffing is awarded by RCPSSDC only.
Industry Relevance	Qualification Pack for Assistant Operator- Tyre Retreading - Inspection and Buffing job role, has been developed by suggestion and approval of RSDC NOS Subcommittee, which consists of senior leaders and experts from the rubber Industry.	N/A. The certifications for the job role of Assistant Operator- Tyre Retreading - Inspection and Buffing is awarded by RCPSSDC only.
Usage of the qualification	To ascertain the number of enrolments vis-à-vis number of certifications awarded by the SSC, refer to the dashboard present at <a href="http://rsdcindia.in/www/">http://rsdcindia.in/www/</a>	N/A. The certifications for the job role of Assistant Operator- Tyre Retreading - Inspection and Buffing is awarded by RCPSSDC only.
Estimated uptake	RCPSSDC conducted skill gap studies in different states of the country to understand the demand and supply Assistant Operator- Tyre Retreading - Inspection and Buffing. Assuming, the study findings as the basis for entire rubber industry across the nation, employment opportunity is expected to grow approximately at the rate of 30% in the coming 5 years. (Refer: <a href="http://rsdcindia.in/www/knowledge-bank/">http://rsdcindia.in/www/knowledge-bank/</a> for the published reports)	N/A. The certifications for the job role of Assistant Operator- Tyre Retreading - Inspection and Buffing is awarded by RCPSSDC only.

**Recommendation from the concerned line Ministry of the Government/Regulatory Body. To be supported by documentary evidences**

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

Mapping has been done with National Classification of Occupation 2015 to ensure

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the qualification does not duplicate. Additionally, NSDC QRC team checks and confirms this.

**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?**

Technical Committee's inputs are sought from time-to-time as needed to check the relevance of QP/ NOSs, and the revision exercise is undertaken, as needed. This revised is a continuous improvement process.

Please attach any documents giving further information about any of the topics above.

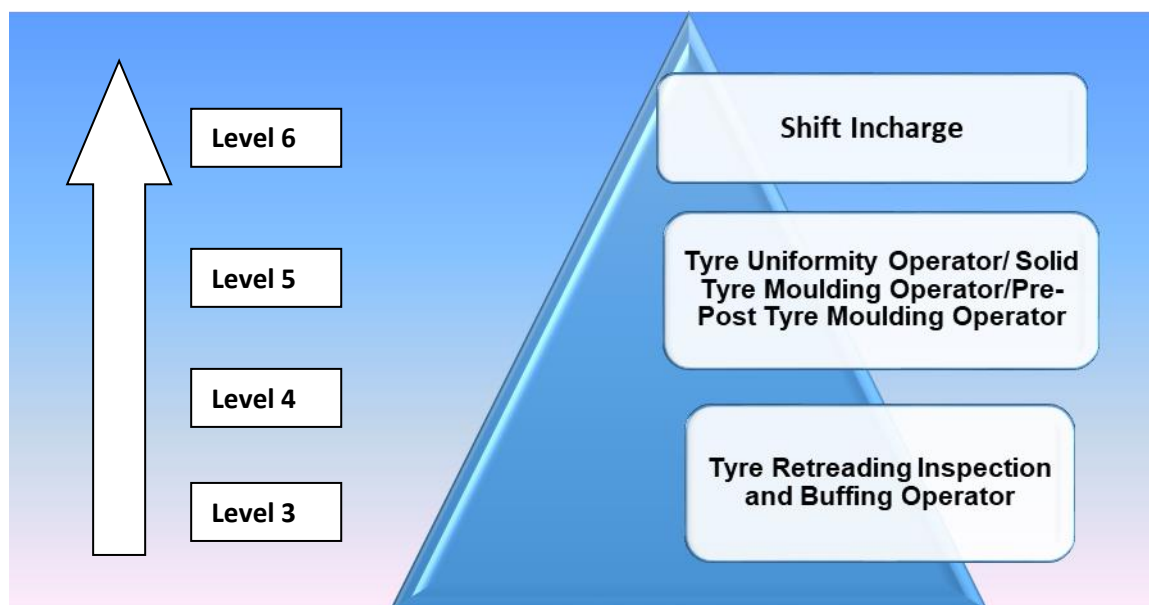
Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

## 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?**

Mobility options to other qualifications are enabled through the alignment of educational qualifications and prior work experience stated as a requirement in the respective qualifications.



For example: Post qualifying the certification of Assistant Operator- Tyre Retreading - Inspection and Buffing including PCI, candidate has an option to qualify for Tyre Uniformity Operator/ Solid Tyre Moulding Operator/Pre-Post Tyre Moulding Operator.

Job role for Vertical Progression in Rubber Building in the manufacturing process.

Please attach any documents giving further information about any of the topics above.

#### Refer

Annexure 3: Qualification Pack (QP)

Annexure 4: Occupational Map of the sector

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