

Model Curriculum

Quality Checker - Stonecraft

SECTOR: HANDICRAFTS AND CARPET
SUB-SECTOR: HANDICRAFTS (STONECRAFT)
OCCUPATION: QUALITY
REF ID: HCS/Q1601, V1.0
NSQF LEVEL: 4



Certificate

CURRICULUM COMPLIANCE TO QUALIFICATION PACK – NATIONAL OCCUPATIONAL STANDARDS

is hereby issued by the

HANDICRAFTS AND CARPET SECTOR SKILL COUNCIL

for the

MODEL CURRICULUM

Complying to National Occupational Standards of
Job Role/ Qualification Pack: **'Quality Checker - Stonecraft'** No. **'HCS/Q1601 NSQF Level 4'**

Date of Issuance: July 9th, 2015

Valid up to: July 9th, 2019

* Valid up to the next review date of the Qualification Pack



Authorised Signatory
(Handicrafts and Carpet Sector Skill Council)

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Quality Checker - Stonecraft

CURRICULUM / SYLLABUS

This program is aimed at training candidates for the job of a “Quality Checker - Stonecraft”, in the “Handicrafts and Carpet” Sector/Industry and aims at building the following key competencies amongst the learner

Program Name	Quality Checker - Stonecraft		
Qualification Pack Name & Reference ID.	HCS/Q1601, v1.0		
Version No.	1.0	Version Update Date	09/11/2018
Pre-requisites to Training	Preferably 8 th pass		
Training Outcomes	<p>After completing this programme, participants will be able to:</p> <ul style="list-style-type: none"> • Evaluate quality of workmanship of a stoneware product. • Maintain productivity and quality standards. • Demonstrate teamwork during inter/intra departmental work or engagement. • Maintain Safe work environment. • Maintain personal health. 		

This course encompasses 4 out of 4 NOS (National Occupational Standards) of “Quality Checker - Stonecraft” Qualification Pack issued by “Handicrafts and Carpet Sector Skill Council”.

Sr. No.	Module	Key Learning Outcomes	Equipment Required
1	<p>Introduction</p> <p>Theory Duration (hh:mm) 10:00</p> <p>Practical Duration (hh:mm) 00:00</p> <p>Corresponding NOS Code Bridge Module</p>	<ul style="list-style-type: none"> Identify different stone craft products. Classify the stone craft industry in India. Summarise the use of various tools and equipment used by a Quality Checker - Stonecraft. 	Weighing machine, measuring tape, calipers, sample design, quality parameter sheet, defect analysis sheet
2	<p>Check quality of the stoneware</p> <p>Theory Duration (hh:mm) 10:00</p> <p>Practical Duration (hh:mm) 40:00</p> <p>Corresponding NOS Code HCS/N1601</p>	<ul style="list-style-type: none"> Segregate the stoneware products received from supervisor. Identify the different quality parameters with reference to stone craft. Examine the stone crafted items with respect to cut (edges), shape, joints, design, colour and polish finish. Determine whether the quality parameters meet customer specifications. Evaluate the symmetry and stability of the stone crafted product. Identify the ideal stone crafted piece for relatively checking the quality of the others. Segregate the reviewed stone crafted products with respect to different parameters like rough finish, improper polishing, etc. Maintain proper records of the quality examination of stone crafted products. 	Weighing machine, measuring tape, calipers, sample design, quality parameter sheet, defect analysis sheet
3	<p>Maintain production requirements</p> <p>Theory Duration (hh:mm) 20:00</p> <p>Practical Duration (hh:mm) 30:00</p> <p>Corresponding NOS Code HCS/N1601</p>	<ul style="list-style-type: none"> Determine whether the quality parameters of the finished products meet customer specifications. Identify stone crafted products which failed quality check and return to the concerned department. Explain the defects to the supervisor so that it is not repeated in the future. Maintain production requirements while performing quality check. 	Weighing machine, measuring tape, calipers, sample design, quality parameter sheet, defect analysis sheet
4	<p>Coordinate with colleagues and work as a team</p> <p>Theory Duration</p>	<ul style="list-style-type: none"> Summarise job order and instructions from reporting supervisor. Classify the work output requirements, targets, performance indicators and incentives. 	Weighing machine, measuring tape, calipers, sample design, quality parameter sheet,

Sr. No.	Module	Key Learning Outcomes	Equipment Required
	<p>(hh:mm) 05:00</p> <p>Practical Duration (hh:mm) 15:00</p> <p>Corresponding NOS Code HCS/N9901</p>	<ul style="list-style-type: none"> • Formulate plans to deliver quality work on time and report any anticipated reasons for delays. • Create reports on any grievance, production defect and potential hazard. • Communicate on possible process flow improvements. • Communicate maintenance and repair schedules proactively to the supervisor. • Examine feedback on work standards. • Develop proper interaction with respective person to clarify any kind of doubt. • Create reports on shortage or need of raw materials in time. • Elaborate completed work to supervisor. • Communicate with colleagues from within and other departments, clearly and effectively on all aspects, to carry out work efficiently in a team. • Maintain personal etiquettes – polite language, taking up responsibility, disciplined behaviours towards colleagues, etc. • Develop a healthy relationship with colleagues from different functions and understand the nature of their work. • Organise goals and multi-task when required. • Resolve conflicts and ensure smooth workflow. • Identify production requirements. • Communicate and discuss work flow related difficulties in order to find solutions with mutual agreement. • Distinguish feedback from Quality Control and rework in order to complete work on time. • Explain information to colleagues to enable efficient delivery of work. • Identify any error of colleagues, help them to rectify and ensure quality output. • Develop cooperation, coordination, communication and collaboration towards the shared goals, supporting each other's performance while carrying out designated work. • Summarise all the details relating to one's role accurately and as required. • Create report on the completed work and maintain records for the same. 	<p>defect analysis sheet</p>
5	<p>Maintain safe work environment</p>	<ul style="list-style-type: none"> • Comply with safety procedures while on work to prevent accidents. 	<p>Weighing machine, measuring tape,</p>

Sr. No.	Module	Key Learning Outcomes	Equipment Required
	<p>Theory Duration (hh:mm) 20:00</p> <p>Practical Duration (hh:mm) 30:00</p> <p>Corresponding NOS Code HCS/N9902</p>	<ul style="list-style-type: none"> Identify adequate safety measures while handling materials, chemicals and tools. Choose appropriate personal protective gears while working. Perform basic safety checks before operating any tool or electrical equipment. Select appropriate and recommended clothing with respect to work environment. Demonstrate recommended material handling procedures to control material and personal damage. Perform all procedures as per company's work instructions in order to control operational risks. Perform duties in a manner which minimizes environmental damage. Organise wastes safely and correctly in designated areas as per company's SOP. Create reports on accidents, incidents or problems and submit it to the supervisor without delay. Maintain zero accident at workplace. Maintain safety standards and ascertain no material damage. 	<p>calipers, sample design, quality parameter sheet, defect analysis sheet</p>
6	<p>Maintain personal health</p> <p>Theory Duration (hh:mm) 20:00</p> <p>Practical Duration (hh:mm) 30:00</p> <p>Corresponding NOS Code HCS/N9903</p>	<ul style="list-style-type: none"> Change protective equipments when required. Comply to work instructions strictly in order to reduce the amount of pollution at work place. Maintain eye protection using proper personal protective equipment. Apply protective techniques to protect oneself from potential risks at workplace. Formulate preventive health checkups at regular intervals. Assess self-health and consult doctor if required. Implement SOPs while dealing with blisters, scratches, accidental fires or any other type of emergencies at work. Maintain productivity requirements by avoiding absenteeism from work due to illness. Identify ways to ensure no long term ill effect on personal health. 	<p>Weighing machine, measuring tape, calipers, sample design, quality parameter sheet, defect analysis sheet</p>
	<p>Total Duration</p> <p>Theory Duration 85:00</p>	<p>Unique Equipment Required: Computer, Projector, white board, maker, personal protective equipments, weighing machine, measuring tape, calipers, sample design, quality parameter sheet, defect analysis sheet</p>	

Sr. No.	Module	Key Learning Outcomes	Equipment Required
	Practical Duration 145:00		

Grand Total Course Duration: **230 Hours, 0 Minutes**

(This syllabus/ curriculum has been approved by Handicrafts and Carpet Sector Skill Council)

Trainer Prerequisites for Job role: “Quality Checker - Stonecraft” mapped to Qualification Pack: “HCS/Q1601, v1.0”

Sr. No.	Area	Details
1	Description	The individual at work is responsible for examining the stoneware visually for cut, shape, design, colour, polish and stability along with its weight to separate the defective pieces from the good ones.
2	Personal Attributes	The job requires the individual to have good eyesight, colour differentiation ability, attention to details and ability to communicate effectively.
3	Minimum Educational Qualifications	10 th pass
4a	Domain Certification	Certified for Job Role: “Quality Checker - Stonecraft” mapped to QP: “HCS/Q1601, v1.0”. Minimum accepted score is 80%
4b	Platform Certification	Recommended that the Trainer is certified for the Job Role: “Trainer”, mapped to the Qualification Pack: “MEP/Q0102”. Minimum accepted % as per respective SSC guidelines is 80%.
5	Experience	<ul style="list-style-type: none"> • Total 3 Years experience, • 2 Years of sector-specific experience, • Min. 1 year of teaching experience

CRITERIA FOR ASSESSMENT OF TRAINEES

Job Role: Quality Checker – Stonecraft

Qualification Pack: HCS/Q1601

Sector Skill Council: Handicrafts and Carpet

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for each PC.
2. Each NOS will assessed both for theoretical knowledge and practical.
3. The assessment will be based on knowledge bank of questions created by the SSC.
4. Individual assessment agencies will create unique question papers for theory and skill practical part for each candidate at each examination/training center.
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.

		Total Marks (400)			
HCS/N1601	Check final quality of the stoneware				
NOS Element	Performance Criteria		Out of	Theory	Skills Practical
Checking workmanship	PC1. receive stoneware from the supervisor	100	1	0	1
	PC2. understand different quality parameters with reference to stone craft		9	2	7
	PC3. pick one piece and do the visual examination for checking the cut (edges), shape, joints, design, colour and polish finish		9	2	7
	PC4. check these parameters against customer's specifications		8	1	7
	PC5. put the stoneware on a flat surface to check its symmetry and stability		8	1	7
	PC6. weigh the stoneware and match it with customer's specifications		8	1	7
	PC7. keep one piece as benchmark and check other pieces against that		8	1	7
	PC8. segregate stoneware which have rough finish, improper polishing, non uniform colouring, broken edges, scratches or any other defect		9	1	8
	PC9. document the quality examination of stonewares		7	1	6
Achieving productivity and quality standards	PC10. match the stoneware type, weight and number of stonewares received as per customer's specifications	8	1	7	
	PC11. return stonewares which failed quality check back to supervisor	8	1	7	
	PC12. describe the defect to the supervisor so that it is not repeated in the future	8	1	7	

	PC13. achieve daily targets of quality check		9	2	7
	TOTAL POINTS		100	15	85

HCS/N9901	Coordinate with colleagues and work as a team				
NOS Element	Performance Criteria		Out of	Theory	Skills Practical
Interact with supervisor	PC1. receive job order and instructions from reporting supervisor	100	4	3	1
	PC2. understand the work output requirements, targets, performance indicators and incentives		5	4	1
	PC3. deliver quality work on time and report any anticipated reasons for delays		5	1	4
	PC4. report on any grievances, production defects and any potential hazards		4	2	2
	PC5. communicate on process flow improvements		4	2	2
	PC6. communicate maintenance and repair schedule proactively to the supervisor		4	1	3
	PC7. receive feedback on work standards		4	2	2
	PC8. interact and clarify doubts on design, usage of materials & tools, quality & standards compliance, etc		5	2	3
	PC9. report in time for shortage or need of raw materials		4	1	3
	PC10. handover completed work to supervisor		4	2	2
Work as a team by coordinating with colleagues within and outside the department	PC11. communicate to the colleagues from within and other departments, clearly and effectively on all aspects to carry out the work among the team		5	2	3
	PC12. maintain the etiquettes, use polite language, demonstrate responsible and disciplined behaviours to the colleagues		5	2	3
	PC13. interact with colleagues from different functions and understand the nature of their work		4	2	2
	PC14. put team over individual goals and multi task or share work where necessary supporting the colleagues		4	2	2
	PC15. resolve conflicts and ensure smooth workflow		4	1	3

	PC16. interact and understand the production requirement for the day from the previous and successive processing department and work accordingly		4	1	3
	PC17. communicate and discuss work flow related difficulties in order to find solutions with mutual agreement		4	1	3
	PC18. receive feedback from Quality Control and rework in order to complete work on time		5	1	4
	PC19. share information with colleagues to enable efficient delivery of work		6	3	3
	PC20. highlight any errors of colleagues, help to rectify and ensure quality output		4	2	2
	PC21. work with cooperation, coordination, communication and collaboration, with shared goals and supporting each others performance		4	1	3
Report and Document	PC22. document all the details accurately relating to one's role as required		4	1	3
	PC23. report on the work completed and keep it in records		4	1	3
	TOTAL POINTS		100	40	60

HCS/N9902	Maintain safe work environment				
NOS Element	Performance Criteria		Out of	Theory	Skills Practical
Follow safety procedure and practices	PC1. comply with safety procedures while on work to prevent accidents	100	8	2	6
	PC2. take adequate safety measures while handling materials, chemicals and tools		8	2	6
	PC3. wear appropriate personal protective gears such as gloves, protective goggles, masks etc. while working		8	2	6
	PC4. undertake basic safety checks before operation of all tools and electrical equipments		9	2	7
	PC5. wear appropriate and recommended clothing as per the work environment (eg: working in a furnace area)		9	2	7
	PC6. follow recommended material handling procedure to control material and personal damage		8	2	6

	PC7. perform all procedures as per company's work instructions for controlling operational risk	8	4	4
	PC8. perform the duties in a manner which minimizes environmental damage	6	2	4
	PC9. dispose of waste safely and correctly in a designated area as per company's SOP	8	2	6
	PC10. report any accidents, incidents or problems without delay to the supervisor and take necessary immediate action to reduce further danger	8	4	4
Achieve safety standards	PC11. ensure zero accident at workplace	10	2	8
	PC12. adhere to safety standards and ensure no material damage	10	2	8
	TOTAL POINTS	100	28	72

HCS/N9903	Maintain personal health				
NOS Element	Performance Criteria		Out of	Theory	Skills Practical
Adopt healthy work practices	PC1. always cover the mouth and nose with a dust mask while working and keep on changing when it gets blocked with dust	100	12	4	8
	PC2. follow work instructions strictly to reduce the amount of pollution at the work place e.g. wet the rock / craft material before working on it		10	2	8
	PC3. wear protective goggles over eyes and replace them when scratches on it obscure the vision		10	2	8
	PC4. wear gloves as per the materials used for making handicraft to avoid blisters; scratches and cuts		10	2	8
	PC5. undergo preventive health checkups at regular intervals		10	2	8
	PC6. take prompt treatment from the doctor in case of illness		11	3	8
	PC7. follow SOPs for dealing with blisters; scratches; accidental fires or any other type of emergencies at work		11	4	7
Achieve work productivity while maintaining health	PC8. ensure no productivity loss or absenteeism from work due to illness		13	3	10
	PC9. ensure no long term ill effect on the personal health		13	3	10
	TOTAL POINTS		100	25	75