

QUALIFICATION PACK – OCCUPATIONAL STANDARD FOR OCCUPATIONAL STANDARDS FOR APPAREL, MADE-UP’S AND HOME FURNISHING SECTOR

What are Occupational Standards(OS)?

- OS describe what individuals need to do, know and understand in order to carry out a particular job role or function
- OS are performance standards that individuals must achieve when carrying out functions in the workplace, together with specifications of the underpinning knowledge and understanding

Contact Us:

Apparel House, Sector–
44, Institutional Area,
Gurgaon 122003,
Haryana

E-mail:

ceo@sscammh.com



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Introduction

Qualification Pack - Measurement Checker

SECTOR:	APPAREL, MADE-UP’S AND HOME FURNISHING
SUB SECTOR:	Apparel / Made-Up’s / Home Furnishing
OCCUPATION:	Quality Assurance
REFERENCE ID:	AMH/Q0103
ALIGNED TO:	NCO- 2004/NIL

Measurement Checking is a part of quality inspection and is vital to garment manufacturing. It involves measuring all the dimensions of Apparel and checking if it meet client’s requirement.

Brief Job Description:As Measurement Checker, the individual inspects the accuracy of the dimensions of the stitched parts and the finished apparel. The primary responsibility of a Measurement checker is to measure all the dimension of the apparel and ensure they are free from defects.

Personal Attributes:Measurement Checker should have good eyesight, eye for detail, basic math skills, knowledge of metric system and vision (including near vision, distance vision, color vision, peripheral vision, depth perception and ability to change focus).

Job Details	Qualifications Pack Code	AMH/Q0103		
	Job Role	Measurement Checker		
	Credits(NSQF)	TBD	Version number	1.0
	Sector	Apparel, Made-Up's and Home Furnishing	Drafted on	01/03/14
	Sub-sector	Apparel / Made-Up's / Home Furnishing	Last reviewed on	11/07/14
	Occupation	Quality Assurance	Next review date	01/10/14
	NSQC Clearance On*	20/07/15		

Job Role	Measurement Checker
Role Description	The primary responsibility of a Measurement checker is to measure all the dimension of the apparel and ensure they are free from defects.
NSQF level	4
Minimum Educational Qualifications*	Preferably Class V
Maximum Educational Qualifications*	NA
Training (Suggested but not mandatory)	Preferably training on Quality Checker
Minimum Job Entry Age	18 years
Experience	Preferably 3 years of experience in apparel industry
Applicable National Occupational Standards (NOS)	<p>Compulsory</p> <ol style="list-style-type: none"> AMH/N0107Carry out measurement checking activities AMH/N0106Maintain work area and tools AMH/N0103Maintain health, safety and security at workplace AMH/N0104Comply with industry, regulatory and organizational requirements <p>Optional: N.A.</p>
Performance Criteria	As described in the relevant OS units

Definition

Keywords /Terms	Description
Sector	Sector is a conglomeration of different business operations having similar businesses and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
Sub-sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
Vertical	Vertical may exist within a sub-sector representing different domain areas or the client industries served by the industry.
Occupation	Occupation is a set of job roles, which perform similar/related set of functions in an industry.
Function	Function is an activity necessary for achieving the key purpose of the sector, occupation, or area of work, which can be carried out by a person or a group of persons. Functions are identified through functional analysis and form the basis of OS.
Sub-functions	Sub-functions are sub-activities essential to fulfil achieving the objectives of the function.
Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an organization.
Occupational Standards (OS)	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the knowledge and understanding; he/she needs to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
Performance Criteria	Performance Criteria are statements that together specify the standard of performance required when carrying out a task.
National Occupational Standards (NOS)	NOS are Occupational Standards which apply uniquely in the Indian context.
Qualifications Pack Code	Qualifications Pack Code is a unique reference code that identifies a qualifications pack.
Qualifications Pack(QP)	Qualifications Pack comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A Qualifications Pack is assigned a unique qualification pack code.
Unit Code	Unit Code is a unique identifier for an Occupational Standard, which is denoted by an 'N'.
Unit Title	Unit Title gives a clear overall statement about what the incumbent should be able to do.
Description	Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to find the required one.
Scope	Scope is the set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on the quality of required performance.
Knowledge and Understanding	Knowledge and Understanding are statements which together specify the technical, generic, professional and organizational specific knowledge that an individual needs in order to perform up to the required standard.

Organizational Context	Organizational Context includes the way the organization is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility
Technical Knowledge	Technical Knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
Core Skills/Generic Skills	Core Skills or Generic Skills are a group of skills that are key to learning and working in today's world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles
Helpdesk	Helpdesk is an entity to which the customers will report their IT problems. IT Service Helpdesk Attendant is responsible for managing the helpdesk.

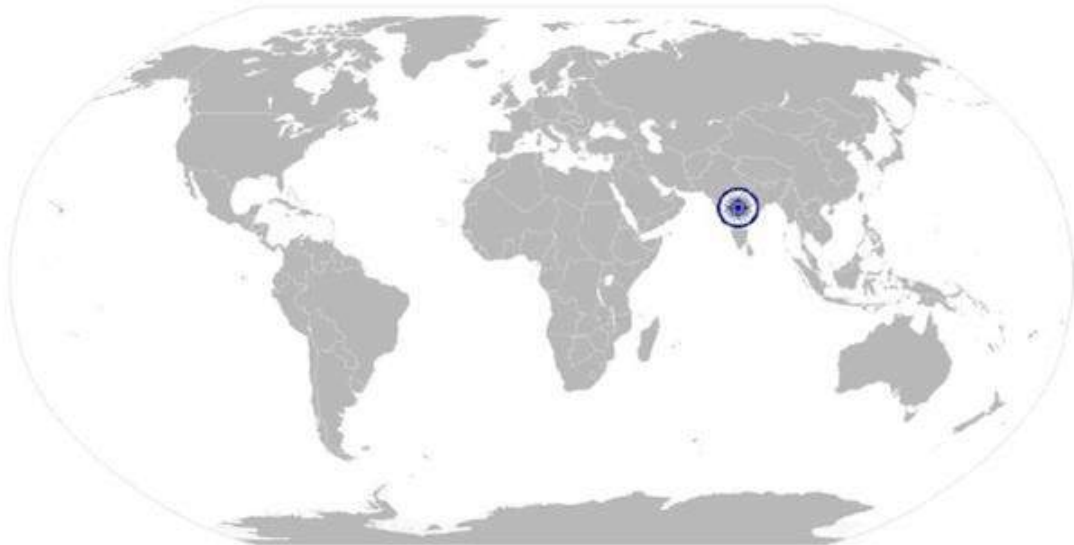
Acronyms

Keywords /Terms	Description
OS	Occupational Standard(s)
NOS	National Occupational Standard(s)
QP	Qualifications Pack
NSQF	National Skill Qualifications Framework
TBD	To Be Determined

AMH/N0107

Carry out measurement checking activities

National Occupational Standard



Overview

This unit provides Performance Criteria, Knowledge & Understanding and Skills & Abilities required to perform measurement checking activities to ensure the quality of operations and products.

AMH/N0107

Carry out measurement checking activities

National Occupational Standard

Unit Code	AMH/N0107
Unit Title (Task)	Carry out measurement checking activities
Description	This unit provides Performance Criteria, Knowledge & Understanding and Skills & Abilities required to perform measurement checking activities to ensure the quality of operations and products.
Scope	This unit/task covers the following: <ul style="list-style-type: none"> Carry out measurement checking activities
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Carryout measurement checking activities	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. Check that the work area is free from hazards</p> <p>PC2. Follow the instructions on the work ticket/ job card</p> <p>PC3. Assist in carrying out basic inspection safely and at a rate which maintains work flow and meets production targets</p> <p>PC4. Ensure the cleanliness of the tools (Marker, Measuring Tape, etc) and equipments as per the work instruction</p> <p>PC5. Visually inspect the apparel parts and finished apparel for any defects as per the inspection standards</p> <p>PC6. Ensure the garment parts and finished garments are free of stitching defects</p> <p>PC7. Ensure the dimensions and grain line of the apparel parts and finished apparels are as per the specification charts</p> <p>PC8. Store the cut components in specified manner, to ensure that the quality is preserved</p> <p>PC9. Isolate defective pieces for rectification/ disposal</p> <p>PC10. Document if any defects are identified</p> <p>PC11. Inform the appropriate people in case of any defect identified</p> <p>PC12. Identify problems and resolve issues within limits of your own responsibility</p> <p>PC13. Report problems outside area of responsibility to the appropriate person</p> <p>PC14. Ensure the garment parts are handled in an appropriate manner</p>
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. Types of problems with quality and how to report them to appropriate people</p> <p>KA2. Consequences of not identifying and rectifying problems</p> <p>KA3. Importance of keeping accurate quality records</p> <p>KA4. Safe working practices and organizational procedures</p> <p>KA5. The importance of effective communication with colleagues</p> <p>KA6. The lines of communication, authority and reporting procedures</p> <p>KA7. The company's quality standards</p> <p>KA8. The types of records kept, methods to complete the record and the</p>

AMH/N0107

Carry out measurement checking activities

	<p>importance of keeping them accurate</p> <p>KA9. The importance of complying with written instructions</p> <p>KA10. Equipment operating procedures / manufacturer's instructions</p>
B. Technical Knowledge	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. Methods to receive work instructions and specifications and interpret them accurately</p> <p>KB2. Methods to make use of the information detailed in specifications and instructions</p> <p>KB3. Types of basic fabric and stitch and stitch faults</p> <p>KB4. Types of garment and parts of garment</p> <p>KB5. The types of faults in stitch and the action to be taken when they occur</p> <p>KB6. Knowledge of visual inspection procedures</p> <p>KB7. Measure various different garments</p> <p>KB8. Fabric grain line and its significance</p> <p>KB9. Apparel parts and finished apparel standard measurement</p> <p>KB10. Knowledge to use measuring tape</p> <p>KB11. Knowledge of the metric system</p> <p>KB12. Process to maintain the flow of production</p> <p>KB13. Specification and size chart</p> <p>KB14. The importance of achieving quality and its relation to the end user / customer</p> <p>KB15. Knowledge of basic math skills</p>
Skills (S)	
A. Core Skills / Generic Skills	<p>Writing Skills</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. Write in English/ local language as applicable</p> <p>SA2. Fill up appropriate technical forms, process charts, activity logs in the prescribed format of the company</p>
	<p>Reading Skills</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA3. Read English/ local language as applicable</p> <p>SA4. Read and understand manuals, health and safety instructions, memos, reports, job cards etc.</p>
	<p>Oral Communication (Listening and Speaking Skills)</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA5. Listen actively</p> <p>SA6. Communicate effectively with supervisors, managers, etc.</p>
	<p>Decision Making</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SB1. Take appropriate decisions regarding to responsibilities</p> <p>SB2. Analyze the errors in measurement and take appropriate decision for rectifications</p>
B. Professional Skills	<p>Plan and Organize</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SB3. Plan and organize measurement checking of the stitched</p>

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Carry out measurement checking activities

	component/garment as per the timelines
	SB4. Organize tools and equipment's to be used
	Customer Centricity
	The user/ individual on the job needs to know and understand how to:
	SB5. Ensure all customer needs are assessed and every effort is made to provide satisfactory service
	Problem Solving
	The user/ individual on the job needs to know and understand how to:
	SB6. Solve operational role related issues
	SB7. Report to the supervisor if problems cannot be rectified
	Analytical Thinking
The user/ individual on the job needs to know and understand how to:	
SB8. Identify and analyze the defects in the component/garment	
SB9. Diagnose common problems with the machine based on its functioning and visual inspection	
Critical Thinking	
The user/ individual on the job needs to know and understand how to:	
SB10. Assess and control the quality standards of the product as per customer standards	
SB11. Analyze, evaluate and apply the information gathered from observation, experience, reasoning, or communication to act efficiently	



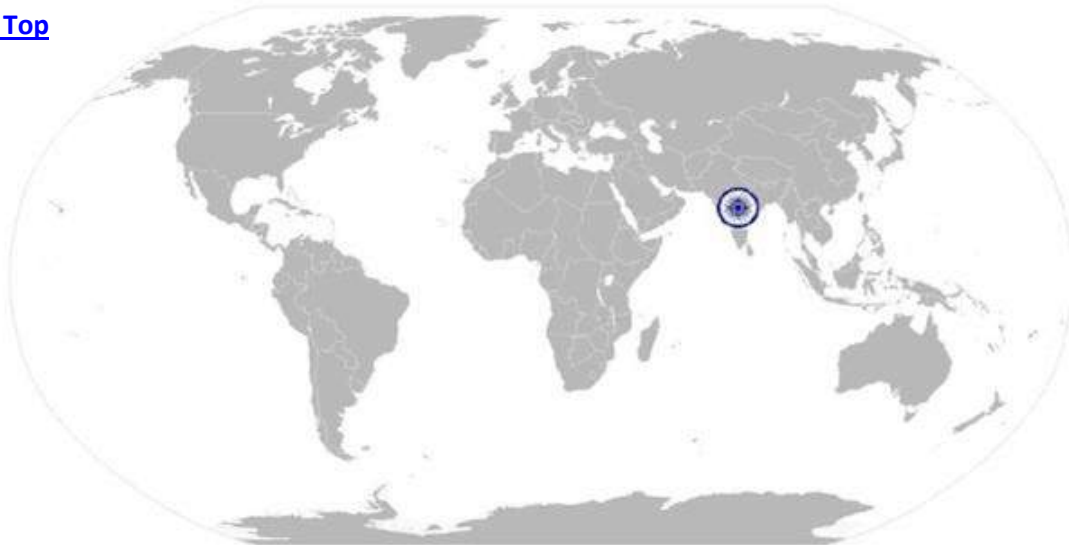
AMH/N0107

Carry out measurement checking activities

NOS Version Control

NOS Code	AMH/N0107		
Credits(NSQF)	TBD	Version number	1.0
Sector	Apparel, Made-Up's and Home Furnishing	Drafted on	01/03/14
Industry Sub-sector	Apparel / Made-Up's / Home Furnishing	Last reviewed on	11/07/14
Occupation	Measurement Checking	Next review date	20/07/15

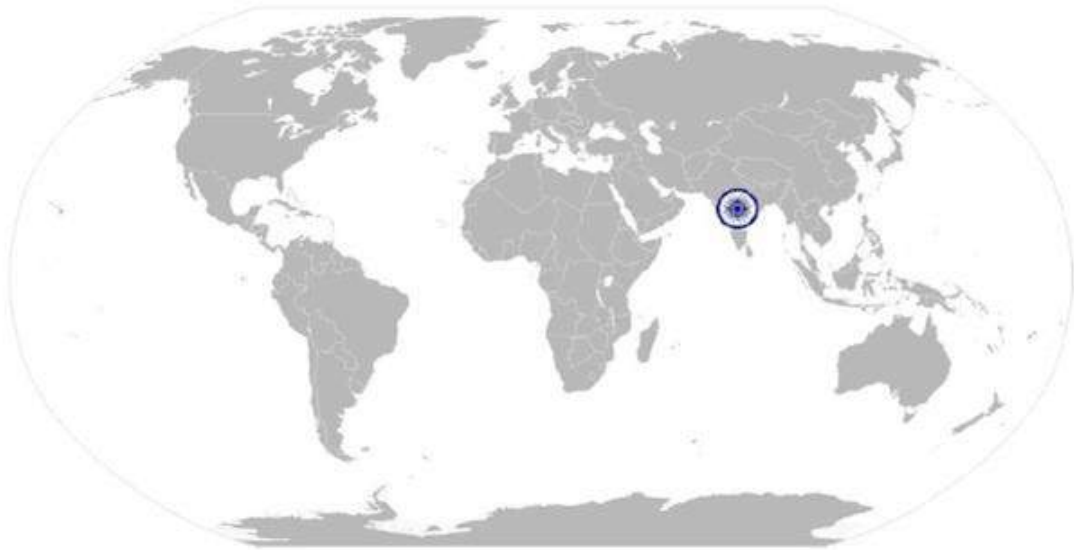
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AMH/N0106

Maintain work area and tools

National Occupational Standard



Overview

This unit provides Performance Criteria, Knowledge & Understanding and Skills & Abilities required to organize/ maintain work areas and activities to ensure tools and machines are maintained as per norms.

AMH/N0106

Maintain work area and tools

Unit Code	AMH/N0106
Unit Title (Task)	Maintain work area and tools
Description	This unit provides Performance Criteria, Knowledge & Understanding and Skills & Abilities required to organize/ maintain work areas and activities to ensure tools and machines are maintained as per norms.
Scope	This unit/task covers the following: <ul style="list-style-type: none"> Maintain the work area and tools
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Maintain the work area and tools	To be competent, the user/individual on the job must be able to: <ul style="list-style-type: none"> PC1. Handle materials and tools safely and correctly 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 equipments 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. Work in a comfortable position with the correct posture PC10. Use cleaning equipment and methods appropriate for the work to be carried out PC11. Dispose of waste safely in the designated location PC12. Store cleaning equipment safely after use PC13. Carry out cleaning according to schedules and limits of responsibility
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> KA1. Personal hygiene and duty of care KA2. Safe working practices and organizational procedures KA3. Limits of your own responsibility KA4. Ways of resolving with problems within the work area KA5. The production process and the specific work activities that relate to the whole process KA6. The importance of effective communication with colleagues KA7. The lines of communication, authority and reporting procedures KA8. The organization's rules, codes and guidelines (including timekeeping) KA9. The company's quality standards KA10. The importance of complying with written instructions
B. Technical Knowledge	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> KB1. Work instructions and specifications and interpret them accurately KB2. Method to make use of the information detailed in specifications and instructions KB3. Relation between work role and the overall manufacturing process KB4. The importance of taking action when problems are identified KB5. Different ways of minimizing waste KB6. The importance of running maintenance and regular cleaning

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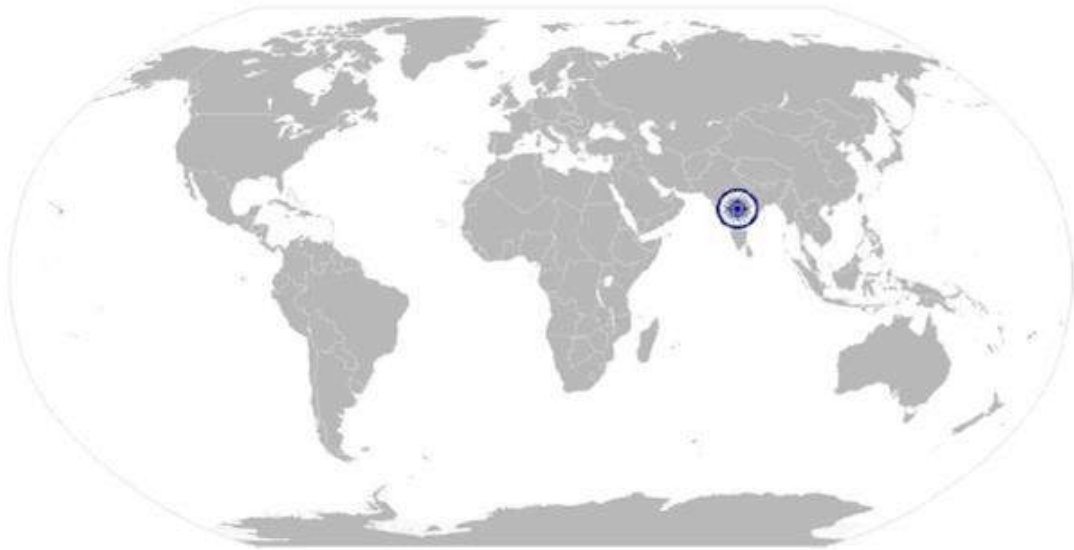
Maintain work area and tools

	<p>KB7. Effects of contamination on products i.e. Machine oil, dirt</p> <p>KB8. Different types of cleaning equipment and substances and their use</p> <p>KB9. Safe working practices for cleaning and the method of carrying them out</p>
Skills (S)	
A. Core Skills / Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to:
	SA1. Write and document appropriate technical forms, job cards, inspection sheets as required format of the company
	Reading Skills
	The user/ individual on the job needs to know and understand how to:
	SA2. Read and comprehend basic English to read and interpret indicators in the machine and operating manuals, job cards, visual cards SA3. Read and understand manuals, health and safety instructions, memos, reports, job cards etc.
B. Professional Skills	Oral Communication (Listening and Speaking Skills)
	The user/ individual on the job needs to know and understand how to:
	SA4. Speak and communicate effectively to peers and supervisors SA5. Give clear instructions to co-workers, subordinates others SA6. Use correct technical term while interacting with supervisor
	Decision Making
	The user/ individual on the job needs to know and understand how to:
	SB1. Take appropriate decisions regarding to responsibilities SB2. Assess for any damage/faulty component in the concerned machinery and take action accordingly SB3. Evaluate the decision and conduct basic trouble shooting
	Plan and Organize
	The user/ individual on the job needs to know and understand how to:
	SB4. Plan and manage work routine based on company procedure SB5. Work with supervisors/ team mates to carry out work related tasks SB6. Plan for cleaning and lubricating the concerned machinery daily SB7. Plan for cleaning the concerned tools and workplace daily before and after operations
	Customer Centricity
The user/ individual on the job needs to know and understand how to:	
SB8. Ensure and follow organizational procedures pertaining to health and safety are followed	
Problem Solving	
The user/ individual on the job needs to know and understand how to:	
SB9. Solve operational role related issues	
Analytical Thinking	
The user/ individual on the job needs to know and understand how to:	
SB10. Diagnose common problems in the machine based on visual inspection, sound, temperature etc.	
Critical Thinking	
The user/ individual on the job needs to know and understand how to:	

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Maintain work area and tools

SB11. Analyze, evaluate and apply the information gathered from observation, experience, reasoning, or communication to act efficiently



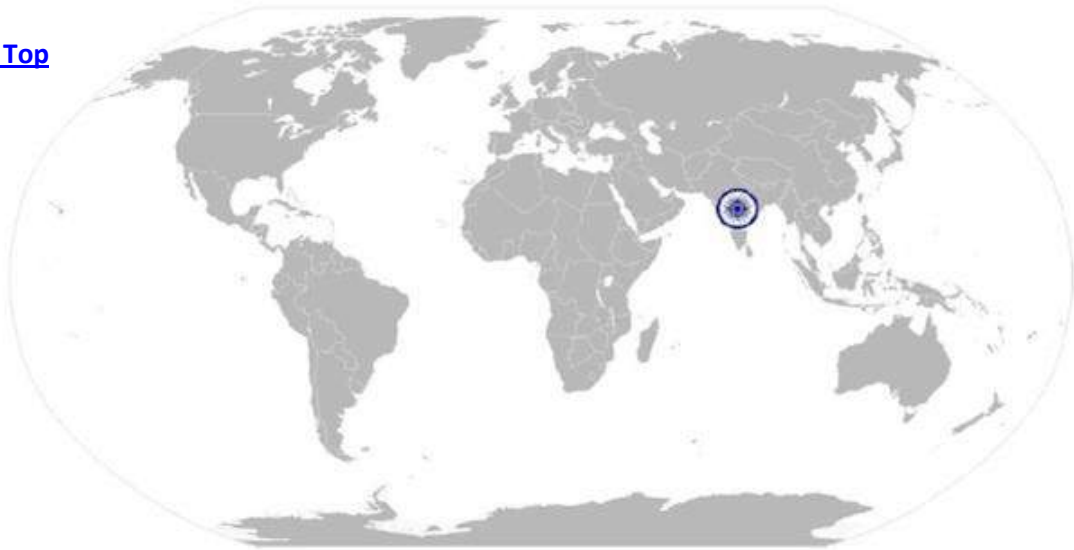
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Maintain work area and tools

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Industry Sub-sector	Apparel / Made-Up's / Home Furnishing	Last reviewed on	11/07/14
Occupation	Measurement Checking	Next review date	20/07/15

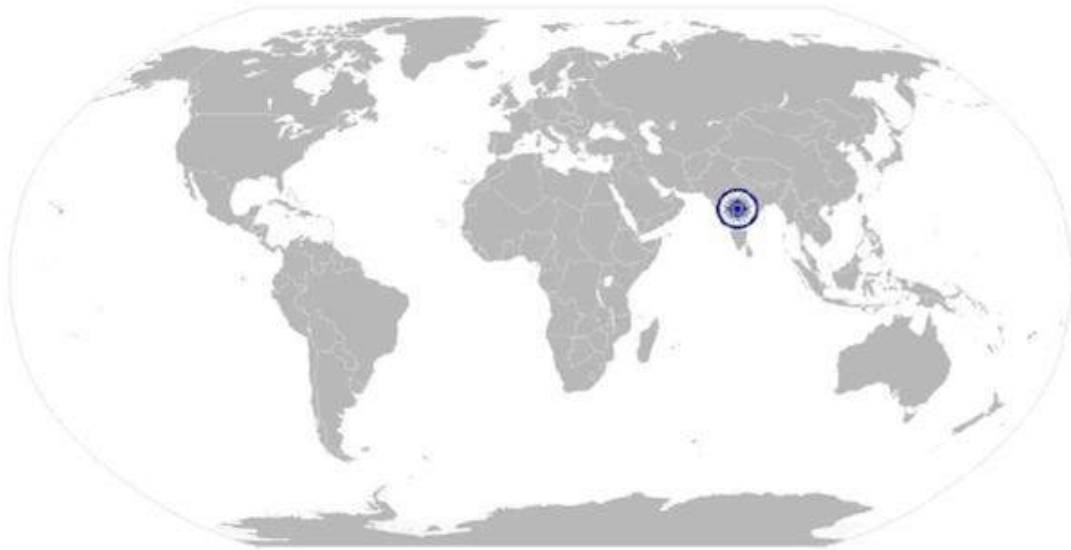
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AMH/N0103

Maintain health, safety and security at workplace

National Occupational Standard



Overview

This unit provides Performance Criteria, Knowledge & Understanding and Skills & Abilities required to comply with health, safety and security requirements at the workplace and covers procedures to prevent, control and minimize risk to self and others.

AMH/N0103

Maintain health, safety and security at workplace

National Occupational Standard

Unit Code	AMH/N0103
Unit Title (Task)	Maintain health, safety and security at workplace
Description	This unit provides Performance Criteria, Knowledge & Understanding and Skills & Abilities required to comply with health, safety and security requirements at the workplace and covers procedures to prevent, control and minimize risk to self and others.
Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> Comply with health, safety and security requirements at work
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Comply with health, safety and security requirements at work	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. Comply with health and safety related instructions applicable to the workplace</p> <p>PC2. Use and maintain personal protective equipment as per protocol</p> <p>PC3. Carry out own activities in line with approved guidelines and procedures</p> <p>PC4. Maintain a healthy lifestyle and guard against dependency on intoxicants</p> <p>PC5. Follow environment management system related procedures</p> <p>PC6. Identify and correct (if possible) malfunctions in machinery and equipment</p> <p>PC7. Report any service malfunctions that cannot be rectified</p> <p>PC8. Store materials and equipment in line with manufacturer's and organizational requirements</p> <p>PC9. Safely handle and move waste and debris</p> <p>PC10. Minimize health and safety risks to self and others due to own actions</p> <p>PC11. Seek clarifications, from supervisors or other authorized personnel in case of perceived risks</p> <p>PC12. Monitor the workplace and work processes for potential risks and threats</p> <p>PC13. Carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned</p> <p>PC14. Report hazards and potential risks/ threats to supervisors or other authorized personnel</p> <p>PC15. Participate in mock drills/ evacuation procedures organized at the workplace</p> <p>PC16. Undertake first aid, fire-fighting and emergency response training, if asked to do so</p> <p>PC17. Take action based on instructions in the event of fire, emergencies or accidents</p> <p>PC18. Follow organization procedures for shutdown and evacuation when required</p>
Knowledge and Understanding (K)	

AMH/N0103

Maintain health, safety and security at workplace

<p>A. Organizational Context (Knowledge of the company / organization and its processes)</p>	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. Health and safety related practices applicable at the workplace</p> <p>KA2. Potential hazards, risks and threats based on nature of operations</p> <p>KA3. Organizational procedures for safe handling of equipment and machine operations</p> <p>KA4. Potential risks due to own actions and methods to minimize these</p> <p>KA5. Environmental management system related procedures at the workplace</p> <p>KA6. Layout of the plant and details of emergency exits, escape routes, emergency equipment and assembly points</p> <p>KA7. Potential accidents and emergencies and response to these scenarios</p> <p>KA8. Reporting protocol and documentation required</p> <p>KA9. Details of personnel trained in first aid, fire-fighting and emergency response</p> <p>KA10. Actions to take in the event of a mock drills/ evacuation procedures or actual accident, emergency or fire</p>
<p>B. Technical Knowledge</p>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. Occupational health and safety risks and methods</p> <p>KB2. Personal protective equipment and method of use</p> <p>KB3. Identification, handling and storage of hazardous substances</p> <p>KB4. Proper disposal system for waste and by-products</p> <p>KB5. Signage related to health and safety and their meaning</p> <p>KB6. Importance of sound health, hygiene and good habits</p> <p>KB7. Ill-effects of alcohol, tobacco and drugs</p>
<p>Skills (S)</p>	
<p>A. Core Skills / Generic Skills</p>	<p>Writing Skills</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. Document and report any health and safety related incidents/ accidents</p> <p>Reading Skills</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA2. Read and comprehend manuals of operations</p> <p>SA3. Read all organizational and equipment related health and safety manuals and documents</p> <p>SA4. Read instructions, guidelines/procedures/rules related to the worksite and machine operations</p> <p>Oral Communication (Listening and Speaking Skills)</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA5. Give clear instructions to co-workers, subordinates and other personnel</p> <p>SA6. Use correct technical terms while interacting with supervisor</p>
<p>B. Professional Skills</p>	<p>Decision Making</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SB1. Make an appropriate timely decision in responding to emergencies/accidents in line with organization</p> <p>SB2. Evaluate and use correct PPE and other safety gear while at the workplace</p>

AMH/N0103

Maintain health, safety and security at workplace

	Plan and Organize The user/ individual on the job needs to know and understand how to: SB3. Work with supervisors/ team mates to carry out work related tasks SB4. Plan work according to the required schedule SB5. Keep work area free from potential hazards
	Customer Centricity The user/ individual on the job needs to know and understand how to: SB6. Ensure and follow organizational procedures pertaining to health and safety are followed
	Problem Solving The user/ individual on the job needs to know and understand how to: SB7. Take appropriate actions during emergencies, accidents or fire at the workplace SB8. Resolve issues pertaining to malfunctions in machineries and report if required
	Analytical Thinking The user/ individual on the job needs to know and understand how to: SB9. Identify emergency situations SB10. Identify cause effect relationship for the emergencies
	Critical Thinking The user/ individual on the job needs to know and understand how to: SB11. Analyze, evaluate and apply the information gathered from observation, experience, reasoning, or communication to act efficiently

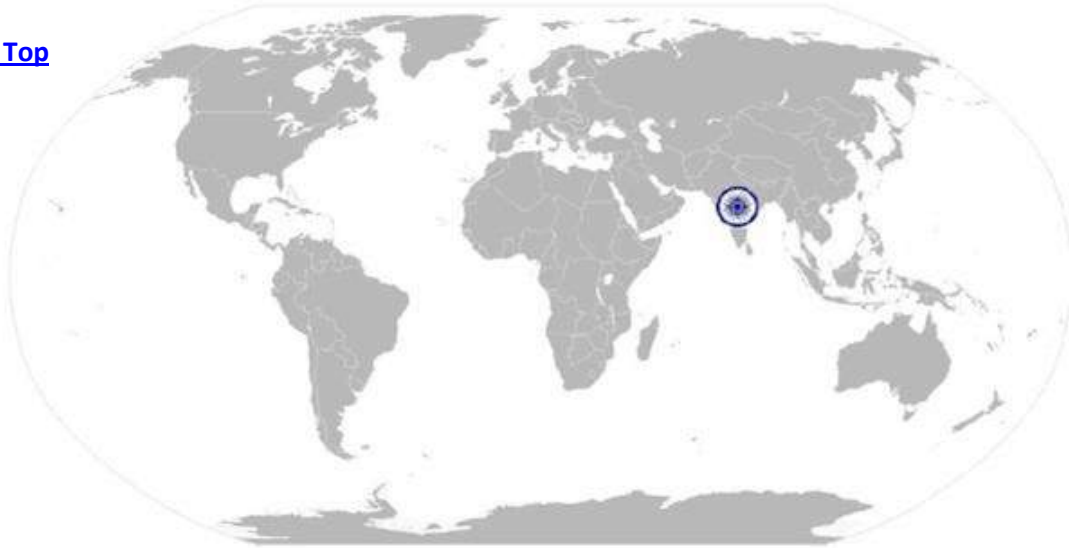
AMH/N0103

Maintain health, safety and security at workplace

NOS Version Control

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Sector	Apparel, Made-Up's and Home Furnishing	Drafted on	01/03/14
Industry Sub-sector	Apparel / Made-Up's / Home Furnishing	Last reviewed on	11/07/14
Occupation	Measurement Checking	Next review date	20/07/15

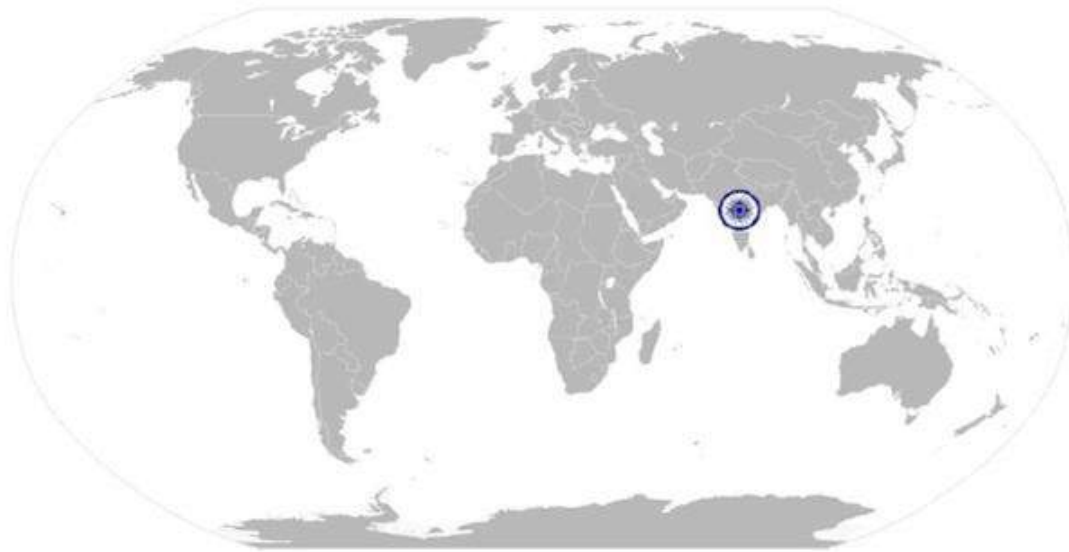
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AMH/N0104

Comply with industry, regulatory and organizational requirements

National Occupational Standard



Overview

This unit provides Performance Criteria, Knowledge & Understanding and Skills & Abilities required for complying with legal, regulatory and ethical requirements at the workplace.

AMH/N0104

Comply with industry, regulatory and organizational requirements

National Occupational Standard

Unit Code	AMH/N0104
Unit Title (Task)	Comply with industry, regulatory and organizational requirements
Description	
Scope	This unit/task covers the following: <ul style="list-style-type: none"> Comply with industry and organizational requirements
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Comply with industry and organizational requirements	To be competent, the user/individual on the job must be able to: <p>PC1. Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures</p> <p>PC2. Seek and obtain clarifications on policies and procedures, from your supervisor or other authorized personnel</p> <p>PC3. Apply and follow these policies and procedures within your work practices</p> <p>PC4. Provide support to your supervisor and team members in enforcing these considerations</p> <p>PC5. Identify and report any possible deviation to these requirements</p>
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: <p>KA1. The importance of having an ethical and value-based approach to governance</p> <p>KA2. Benefits to your company and yourself due to practice of these procedures</p> <p>KA3. The importance of punctuality and attendance</p> <p>KA4. Specific to the industry/sector, know and understand: <ul style="list-style-type: none"> Legal, regulatory and ethical requirements Procedures to follow if someone does not meet the requirements </p> <p>KA5. Customer specific requirements mandated as a part of your work process</p>
B. Technical Knowledge	The user/individual on the job needs to know and understand: <p>KB1. Country / customer specific regulations for your sector and their importance</p> <p>KB2. Reporting procedure in case of deviations</p> <p>KB3. Limits of personal responsibility</p>
Skills (S)	
A. Core Skills / Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to: <p>SA1. Write and document appropriate technical forms, job cards, inspection sheets as required format of the company</p>

AMH/N0104

Comply with industry, regulatory and organizational requirements

	<p>Reading Skills</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA2. Read and comprehend the organizational documents pertaining to rules and procedures</p> <p>SA3. Read and comprehend basic English to read and interpret indicators in the machine and operating manuals, job cards, visual cards, etc.</p> <p>SA4. Read in the local language as applicable</p> <p>SA5. Read and understand manuals, health and safety instructions, memos, reports, job cards etc.</p>
	<p>Oral Communication (Listening and Speaking Skills)</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA6. Positively influence the team members into following procedures</p>
	<p>B. Professional Skills</p> <p>Decision Making</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SB1. Take appropriate decisions related to responsibilities</p> <p>Plan and Organize</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SB2. Plan and manage work routine based on company procedure</p> <p>Customer Centricity</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SB3. Ensure and follow organizational procedures and policies</p> <p>Problem Solving</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SB4. Evaluate and seek and obtain clarification from the superiors</p> <p>Analytical Thinking</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SB5. Apply balanced judgment to different situations</p> <p>Critical Thinking</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SB6. Analyze, evaluate and apply the information gathered from observation, experience, reasoning, or communication to act efficiently</p>

AMH/N0104

Comply with industry, regulatory and organizational requirements

NOS Version Control

NOS Code	AMH/N0104		
Credits(NSQF)	TBD	Version number	1.0
Sector	Apparel, Made-Up's and Home Furnishing	Drafted on	01/03/14
Industry Sub-sector	Apparel / Made-Up's / Home Furnishing	Last reviewed on	11/07/14
Occupation	Measurement Checking	Next review date	20/07/15

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CRITERIA FOR ASSESSMENT OF TRAINEES

Measurement Checker

(AMHQ0103)

AMHSSC

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% aggregate in QP
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

		Marks Allocation				
		Total Marks 350	Out Of	Theory	Skills Practical	Viva
1.AMH/N0107 Carry out measurement checking activities	PC1. Check that the work area is free from hazards	100	5	1	2	2
	PC2. Follow the instructions on the work ticket/ job card		4	2	1	1
	PC3. Assist in carrying out basic inspection safely and at a rate which maintains work flow and meets production targets		7	1	5	1
	PC4. Ensure the cleanliness of the tools (Marker, Measuring Tape, etc) and equipments as per the work instruction		7	3	2	2
	PC5. Visually inspect the apparel parts and finished apparel for any defects as per the inspection standards		10	1	8	1
	PC6. Ensure the garment parts and finished garments are free of stitching defects		8	2	5	1

	PC7. Ensure the dimensions and grain line of the apparel parts and finished apparels are as per the specification charts		8	1	5	2
	PC8. Store the cut components in specified manner, to ensure that the quality is preserved		7	2	3	2
	PC9. Isolate defective pieces for rectification/ disposal		8	2	5	1
	PC10. Document if any defects are identified		8	2	5	1
	PC11. Inform the appropriate people in case of any defect identified		7	2	4	1
	PC12. Identify problems and resolve issues within limits of your own responsibility		7	1	5	1
	PC13. Report problems outside area of responsibility to the appropriate person		7	1	5	1
	PC14. Ensure the garment parts are handled in an appropriate manner		7	1	5	1
		Total	100	22	60	18
2.AMH/N0106	PC1. Handle materials and tools safely and correctly	100	10	4	3	3
Maintain work area and tools	PC2. Use correct lifting and handling procedures		10	4	2	4
	PC3. Use materials to minimize waste		10	2.5	1.5	6
	PC4. Maintain a clean working environment		5	1.5	2	1.5
	PC5. Maintain tools		10	4	5	1
	PC6. Carry out running maintenance within agreed schedules		5	1	2	2
	PC7. Carry out maintenance and/or cleaning within one's responsibility		10	3	4	3
	PC8. Report unsafe equipment and other dangerous occurrences		10	5	3	2
	PC9. Work in a comfortable position with the correct posture		5	1	2.5	1.5
	PC10. Use cleaning equipment and methods appropriate for the work to be carried out		5	2	1	2
	PC11. Dispose of waste safely in the designated location		5	1	2	2

	PC12. Store cleaning equipment safely after use		10	4	3	3
	PC13. Carry out cleaning according to schedules and limits of responsibility		5	1	2	2
		Total	100	34	33	33
3.AMH/N0103						
Maintain health, safety and security at workplace	PC1. Comply with health and safety related instructions applicable to the workplace		12	3	5	4
	PC2. Use and maintain personal protective equipment as per protocol		6	3	1	2
	PC3. Carry out own activities in line with approved guidelines and procedures		4	1	1	2
	PC4. Maintain a healthy lifestyle and guard against dependency on intoxicants		6	3	2	1
	PC5. Follow environment management system related procedures		6	4	1	1
	PC6. Identify and correct (if possible) malfunctions in machinery and equipment		4	2	1	1
	PC7. Report any service malfunctions that cannot be rectified		4	1	2	1
	PC8. Store materials and equipment in line with manufacturer's and organizational requirements	100	4	1	2	1
	PC9. Safely handle and move waste and debris		4	1	2	1
	PC10. Minimize health and safety risks to self and others due to own actions		6	3	1	2
	PC11. Seek clarifications, from supervisors or other authorized personnel in case of perceived risks		8	2	4	2
	PC12. Monitor the workplace and work processes for potential risks and threats		4	2	1	1
	PC13. Carry out periodic walk-through to keep work area free from hazards and obstructions, if assigned		4	1	2	1
	PC14. Report hazards and potential risks/ threats to supervisors or other authorized personnel		4	2	1	1
	PC15. Participate in mock drills/ evacuation procedures organized at the workplace		4	1	2	1

	PC16. Undertake first aid, fire-fighting and emergency response training, if asked to do so		12	5	6	1
	PC17. Take action based on instructions in the event of fire, emergencies or accidents		4	2	1	1
	PC18. Follow organization procedures for shutdown and evacuation when required		4	1	2	1
		Total	100	38	37	25
4.AMH/N0104	Comply with industry, regulatory and organizational requirements					
	PC1. Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures	50	10	4	2	4
	PC2. Seek and obtain clarifications on policies and procedures, from your supervisor or other authorized personnel		10	4	2	4
	PC3. Apply and follow these policies and procedures within your work practices		10	1	1	8
	PC4. Provide support to your supervisor and team members in enforcing these considerations		10	3	4	3
	PC5. Identify and report any possible deviation to these requirements		10	4	1	5
		Total	50	16	10	24
		Grand Total	350	110	140	100