

# **Apparel, Made-ups & Home Furnishing Sector Skill Council**

## **Assessment Process**

**&**

## **Assessment Criteria**

## **Apparel, Made-ups & Home Furnishing Sector Skill Council**

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	<p>40. Qualifications Pack – Processing Supervisor -Dyeing and Printing</p> <p>41. Qualifications Pack – Assistant Designer- Home Furnishing</p> <p>42. Qualifications Pack – Assistant Designer- Made ups</p> <p>43. Qualifications Pack – Line Supervisor Stitching</p> <p>44. Qualifications Pack – Packer</p> <p>45. Qualifications Pack – Sewing Machine Operator- Knits</p>	
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## Skill Assessment Under AMH Sector Skill Council

### Preamble

1. The Government has constituted Prime Minister's National Council on Skill Development for coordinated action for skill development, both in the domain of public and private sector. The National Council on Skill Development mandates skill formation to develop the workforce with enhanced skill through structured programme and assessment.
2. Owing to the presence of widespread training centers, participated by both public and private entities, determining the quality of training rendered at different training centers is crucial to the success of the skill development programme and thus skill assessment is essential part of skill development.
3. AMH SSC has been launched with a primary mandate of enhancing and to build a capacity in skill development. One of the salient features of the AMH SSC is designing of the training programmes, based on industry demands of different segments and to ensure that all successful trainees are certified through accredited assessment agency.
4. AMH SSC has been authorized by NSDC for evolving assessing proficiencies of skills of trainees for the apparel sector, made-ups and home furnishing for their respective subject areas.
5. The assessment is defined as a structured process in which evidence of performance is gathered and evaluated against approved NOS/QPs, approved by the NSDC. Assessment is the process of evidence collection of a person's competence level through range of methods-tests, observations, interviews, assignments and professional discussion etc.

**It is further mandated that the competency assessment of the candidate is being done by independent Assessing Bodies (AB) which are not involved in training delivery, to ensure an impartial assessment.**

## **6. Background:**

The AMH SSC was incorporated on December 24, 2013 , as a company i.e. licensed under Sec.25 of the Companies act 1956 with the object to Develop a skills repository for the Apparel, Made-ups and Home Furnishings value chain, To build an organization that can develop Standards, evaluation criterion and accreditation systems for providing multiple and varied technical skills in the textile sector including employability skills, to both men and women, as well as challenged persons with regular and direct inputs from industry, Create opportunities for “Training of Trainers” in both the content and pedagogy for imparting skill training for all workers engaged in the three chosen segments of the textile sector, Quality Assurance - Develop and promote a standardized, output oriented and quality assured affiliation and accreditation process and demonstrate sustainable business value through it, Focus on continuous improvisation of the training delivery value chain, i.e. training process, training content, trainers, curriculum design, industry endorsement for certification etc., Partner with training providers and guide them into becoming centres of excellence and innovation by utilizing the standardization in training, evaluation and certification developed by the SSC of the sector., Integration of Technology in Training, Development of a sector skill development plan and maintain skill inventory, Promotion of Resource Support Agency (academies of excellence)., Establishment of a well structured sector specific Labour Market Information System (LMIS) to assist planning and delivery of training.

AMH SSC a body has a well defined organizational structure comprising industry members from knitwear, apparel, hosiery, fashion design, made-ups/home furnishing, association, academia, domestic apparel industry, NSDC besides representative from MoT.

## 7. Objectives:

The objective of the assessment and certification under Sector Skill Council is the certification of competency. The main objectives of assessment of testing and certification are as follows:

1. Effective assessment testing and credible certification of formally /informally acquired skills of targeted persons in the 12<sup>th</sup> Five Year Plan.
2. Setting uniformity in the assessment of testing and certification process in the clothing, made-ups & home furnishing sector for enhancing identical delivery of skill sets.
3. Certification being recognized by national and international Governments, private industries and trade organizations.
4. Publicize rating and outcome information on assessment of trainees and institutions.



## 8. Mission & Quality Policy

### MISSION

The mission is to impact the skill assessment and certification initiatives in Apparel/ Garment, Made-ups, Home Furnishing sectors to create employment generation, economic growth and social development processes.

### 9. QUALITY POLICY

We at AMH are aspired to establish a skill assessment, which would on a continuous basis, evaluate and monitor a quality of skill assessments services to make individuals and organization's more productive while practicing the values of;

- i. Integrity
- ii. Impartiality
- iii. Confidentiality
- iv. Competent assessors

We at AMH SSC shall review the effectiveness of Management Systems for continual improvement.

## 10. Scope of work:

(i) Assessment and certifying the candidates trained by LIA's under Sector Skill Council of NSDC.

(ii) Standardization of Course Module

1. Visiting testing centre to ensure availability of testing facilitates
2. Providing Unique assessment number (ID) to each candidate
3. Deputing Assessors at the time of Schedule assessment.
4. Conducting Assessment following AMH SSC defined criteria
5. Evaluation of evidences and prepare results.
6. Submission of results and feed back to the training Provider
7. Certification of Successful candidate
8. Establishment of MIS to Sector Skill Council / Any Other Organization

## 11. ASSESSMENT PROCESS UNDER SECTOR SKILL COUNCIL

An assessment is a structured process in which evidence of performance is gathered and evaluated against agreed criteria. Assessment process under SSC aims to test and certify the competency of the persons, those seeking certification of their skills acquired formally and who have been trained by the LIA's.

## 12. Assessment Parameters

Following are the parameters:

- (i) The assessment process shall be aligned to job role, sector, sub-sector, occupation, role description, NSQF level, training, experience, in line with applicable NOS (National Occupation Standards) and performance criteria, as described in relevant Operating Standards (OS).
- (ii) The QPs / NOS are approved by the Qualification Review Committee, NSDC.
- (iii) The assessment parameters would be the performance criteria, knowledge & understanding (Organizational content, technical domain, knowledge, core skill/generic skill (say attributes), professional skills, maintain work area, tool and machines (for same attributes), maintain health and safety & security at work place (same attributes) and comply-with industry, regulation and organizational requirements (same attributes)

(iv) **Knowledge** -for equipment, tools, material, Safety, Health & hygiene

- for limitation of use of tools & equipment of methods & procedure
- Understanding of functioning of equipment & tool; criteria to be used in selecting tools for a given tasks of the process of measurement.
- Safety measure at workplace and at the time of emergency for self and peers.
- Awareness of Health & hygiene issues in the workplace

(v) **Understanding**

- Of functioning of equipments & tools
- Criteria to be used in selecting tools for given tasks
- The process of measurement

(vi) **Skill**

- Precision - Dimensions with required measurement
- Computing - Handling measurements & calculations
- Manual - Handling of tools & equipment with ease.
- Finishing - Neat finishing

(vii) **Abilities**

- To take corrective steps
- To use correct work habits
- To take measurements
- To complete the job within stipulated time
- To adopt safe practices

(viii) **Attitude**

- towards the work regarding appreciation for accurate & precise work
- regarding appreciation for neatness
- towards co-workers and supervisors

**13. Testing Techniques:**

Candidates will be tested on the basis of module Knowledge and ability to actually perform skill.

**14. Duration of test:**

Test duration will be based on category of the course. It will vary from one QP to another QP and can be conducted between 2-3 hours, as the case may be.

**15. Recording of Assessment:**

Competency of candidates will be recorded during assessment. It will help the assessor for observation and evaluating the evidences.

## 16. Sector and Course wise Terminal competency

(i) Learning outcomes for assessing terminal competency of each modules for garment sectors are placed at Annexure I-VI (available at <http://www.sscamh.com/>)

1. Qualifications Pack – SEWING MACHINE OPERATOR
2. Qualification Pack – MEASUREMENT CHECKER
3. Qualification Pack – FABRIC CHECKER
4. Qualification Pack - PRESSMAN
5. Qualifications Pack – IN-LINE CHECKER
6. Qualifications Pack – LAYERMAN
7. Qualifications Pack – Sewing Machine Operator-Knits
8. Qualifications Pack – Embroidery Machine Operator (Zig Zag)
9. Qualifications Pack – Export Assistant
10. Qualifications Pack – Framer - Computerized Embroidery Machine
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32. Qualifications Pack – Self Employed Tailor
33. Qualifications Pack – Merchandiser - Made-ups & Home Furnishing
34. Qualifications Pack – Cutting Supervisor
35. Qualifications Pack – Online Sample Designer
36. Qualifications Pack – Boutique Manager

37. Qualifications Pack – Store Keeper
  38. Qualifications Pack – Sourcing Manager
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  42. Qualifications Pack – Assistant Designer- Home Furnishing
  43. Qualifications Pack – Assistant Designer- Made ups
  44. Qualifications Pack – Line Supervisor Stitching
  45. Qualifications Pack – Packer
- (ii) The list of job roles will increase from time to time and QPs shall be subject to periodic review

## 17. END TO END ASSESSMENT PROCESS OF THE LIA'S

The End to End Assessment Process consists of three stages of Assessment:

- I. **Assessment of Skill Providers**- through Infrastructure set up of LIA's for QP & NOS wise.
- II. **Assessment of Process of Skill Providers**- Methodology of imparting training to the trainees. - QP & NOS wise
- III. **Assessment of Candidates**- Knowledge, Skills, understanding, ability & attitude of the candidate trained by LIA's - QP & NOS wise

## 18. PROCESS FLOW CHART OF AFFILIATION OF ASSESSMENT AGENCIES

Flowchart process includes institutional arrangements between AMHSSC assessment body with implementing agencies; share course contents; communication required between Implementing Agency and AMH SSC, standard guidelines; timeframe for conducting assessment; and declaration of results and handover of the certificates, as per NSDC guidelines. This also includes a provision for retraining of the unsuccessful candidates for reassessment. This is further elaborated in the following manner:



## 19. AFFILIATION OF ASSESSMENT AGENCIES

Following are the brief outline of affiliation process

Step No	Activity Brief	Remarks
1	SSC to identify Assessment Agencies that can get affiliated with SSC for undertaking assessments under the Scheme	<p>Eligible Assessment agencies include Assessment agencies with national presence and having demonstrated ability to assess the eligible training content with respect to NOS and QPs</p> <p>Assessment Agencies formed by SSC, but operating independent of SSC</p> <p>Assessment agencies participating in assessments of training programs under other government schemes</p> <p>Trade associations</p> <p>Industry bodies</p>
2	Interested Assessment Agencies approach SSCs, pay the necessary affiliation fee (prescribed by SSC) through electronic means and get affiliated through a standard affiliation process set by SSC	Please note that the payment cannot be made in cash
3	NSDC suggests inputs on SLA to be signed between SSC and Assessment Agencies and share them with SSCs	Please refer to: Annexure I – Indicative points for drafting SLA with Assessment Agency
4	Develop the SLA for assessment agencies to sign covering aspects related to delivery, revenue sharing and non-conflict activities etc	
5	Sign SLA with Assessment Agency	Please note that the SLA must take into account penalties if assessments are not done in time or if improper conduct by the Assessment Agency
6	SSC shares copy of SLA signed with Assessment Agency with STAR Program Management Team	
7	Team uploads details of Assessment Agency on NSDC Website	

## 20. CREATION OF POOL OF ASSESSORS

Step No	Activity Brief	Remarks
1.	Invite potential assessors for training and certification by reaching out to the relevant industry bodies and associations, and by publishing on the SSC website	
2.	Interested assessors can also reach out to SSC for affiliation	Please note that individual assessors have to be contracted by Assessment Agencies to conduct assessments
3.	Pre-screen assessors to ensure relevant industry experience and integrity	
4.	Conduct assessment for assessors as per the following guidelines: → Board of Assessment comprising of at least two GC members. → Assessment by Industry representatives Assessment based on both technical & assessment competencies.	
5.	Provide certification under the following guidelines to assessors: → Qualified on appropriate QP → Each assessor to be registered using a Unique ARC (Assessor Registration Code)	
6.	SSC to enter the relevant details of all certified assessors on SDMS	
7.	SSC to share details of Assessors in the Pool with all Assessment agencies that have affiliated with	
8.	Assessment agencies will identify and sign contracts with selected assessors from the pool	Please note that an assessor can only be contracted by one assessment agency.

## 21. MANAGEMENT INFORMATION SYSTEM

- a. **Half Yearly Report:** AMHSSC will submit Half Yearly Report on Skill Assessment & Certification work to NSDC
- b. **Online Portal of SSC:** AMHSSC Skill Assessment through its online portal will show the status of Assessment & certification work done. The same can be accessible to the beneficiaries of NSDC Scheme i.e. Assessing Body, training Providers, candidates, Project Monitoring Committee.

## 22. Details of the organization of Assessing Body Regional Set-up of Skill Assessment Cell

The applicant shall be required to provide full effective organizational structure with name and designation.

This should also have address and contact details of regional set-up and coverage of States etc.

## 23. ASSESSMENT CHARGES/ FEE STRUCTURE

### ASSESSMENT CHARGES / FEE STRUCTURE FOR CANDIDATES

- (i) The main source of income would be the Assessment charges to be taken from the candidates assessed. The rates for assessment shall be decided by SSC in consultation with Assessing Body.

## 24. METHOD OF PAYMENT OF ASSESSMENT CHARGES TO SSC

- (i) The candidates shall pay the assessment charges to SSC in full before-hand. SSC, as per agreed MoU, shall pay the assessment charges electronically as per agreed rate.

## **25. SUSPENSION OR CANCELLATION OF AFFILIATION**

- (i) Non-compliance or violation of AMH SSC requirement
- (ii) Providing insufficient or incorrect information to AMH SSC
- (iii) Improper use of AMH SSC affiliation mark
- (iv) Change in assessment criteria for QPs / NOs
- (v) Any other conditions deemed appropriate by the AMH SSC

## **26. EXPIRY OF AFFILIATION**

The application shall be valid for a period of one year. Renewal fee, as prescribed by the AMHSSC, shall be required to be paid.

## **27. APPEAL**

Appeal against the decision of AMH SSC can be made to Chairman, NSDC.

## 28. Application format for seeking affiliation of Assessment Body with AMH SSC

I	1. Name of Institution 2. Address 3. Date of establishment 4. Date of earlier application with AMH SSC		
II	Application sought for	Trade name	QP
III	Manpower (Technical & Non-Technical)	Personal details, date of joining the Institute, Qualification, experience details	
IV	Administration and support staff	Personal details, date of joining the Institute, Qualification, experience details	
V	Infrastructure details	(Provide details)	
VI	Industry partnership	Name of industry & type of partnership	Partnership, tie-ups evidence
VII	Quality Management System	Quality system manual	Copy of manual
VIII	Website	Website of applicant	
IX	Whether previously granted affiliation in any trade	Attach details	
X	Instructor training	No of instructors	
		No of instructors trained as per QP/NOS applied for	
XI	Fee	Rs. 1.50 lac, payable to AMH SSC, Gurgaon	
XII	Apply to	CEO, Apparel, Made-ups & Home Furnishing Sector Skill Council (AMH SSC), Apparel House, Sector-44,	

### CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Assistant Designer – Home Furnishing

**Qualification Pack** AMH/Q1220

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

#### 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 approved 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 a 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

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N1220 (Plan and prepare design collections for home furnishings)</b>	PC1. Conduct market research for textile home furnishing trends and forecast with the help of various forecasting websites, catalogues, etc.	<b>100</b>	<b>22</b>	8	12	2
	PC2. Identify and extract the quality elements from the forecast like prints, fabrics, embroideries, etc. and develop a range of designs accordingly		<b>20</b>	7	12	1
	PC3. Identify requirements of fabrics, trims, accessories, etc. and develop their swatches		<b>20</b>	6	12	2
	PC4. Identify manufacturing techniques and process steps in developing a design into a final product		<b>24</b>	6	16	2

	PC5. Receive approval of designs and manufacturing techniques before developing proto sample		14	5	8	1
			<b>100</b>	<b>32</b>	<b>60</b>	<b>8</b>
<b>2. AMH/N2001 (Select fabrics, trims and accessories as per specific product category)</b>	PC1. Identify and select fabric suitability with respect to construction, color and design like plain, check, jacquard, embroidered etc.	<b>60</b>	15	4	10	1
	PC2. Identify and select fabric, trims and accessories with respect to usage and applicability like heat transmission, moisture transfer, crease resistance, pilling, static electricity and launder-ability		15	5	8	2
	PC3. Identify and select the trims and accessories with respect to aesthetic appeal and functionality of the product		15	5	9	1
	PC4. Identify and select fabrics, trims and accessories keeping in mind the cost parameters		15	4	9	2
			<b>60</b>	<b>18</b>	<b>36</b>	<b>6</b>
<b>3. AMH/N1221 (Develop proto sample)</b>	PC1. Prepare techpack as per inputs from clients	<b>80</b>	15	5	9	1
	PC2. Review techpack in consultation with the client and/or review team depending on the ability and capacity of the organization in terms of equipments to be used, labour skills, etc.		15	5	9	1
	PC3. Identify and summarize the involvement of pattern maker, tailor, merchandiser, sourcing supervisor, etc.		13	4	8	1
	PC4. Brief team with process details for developing proto sample		14	4	8	2
	PC5. Develop proto sample as per revised techpack		12	3	8	1

	PC6. Fill the cost sheet in the prescribed format after consulting superiors		11	3	6	2
			80	24	48	8
<b>4. AMH/N1222 (Evaluate the proto sample developed related to specific product class)</b>	PC1. Check proto sample in relation to techpack and/or client's input with respect to the measurements	<b>95</b>	17	5	11	1
	PC2. Check proto sample for design (woven/print), and attributes like washability, utility, etc.		16	4	11	1
	PC3. Review proto sample in consultation with the client and/or review team		19	8	10	1
	PC4. Amend/modify proto sample as per review inputs		21	4	16	1
	PC5. Get approval of the proto sample from client		12	6	5	1
	PC6. Prepare file of the approved sample containing approved fabric swatches, accessories, techpack, cost sheets, etc.		10	2	7	1
			95	29	60	6
<b>5. AMH/N1223 (Maintain Health, Safety and Security in the designing department)</b>	PC1. Keep vigilance for potential risks and threats associated with workplace and equipment like physical injuries from scissors, shears, etc.	<b>30</b>	6	1	3	2
	PC2. Handle tools and equipments like cutter, scissors, shear, etc. safely and securely		5	1	3	1
	PC3. Check the workplace and work processes for potential risks and threats fire, electric shock, etc.		7	2	4	1
	PC4. Participate in mock-drills/evacuation procedures organized at the workplace		6	1	3	2
	PC5. Undertake first-aid, fire-fighting and emergency response training		6	2	3	1
			30	7	16	7



6. AMH/N0104 (Comply with industry, regulatory and organizational requirements)	PC1. Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures	35	7	2	4	1
	PC2. Seek and obtain clarifications on policies and procedures, from your supervisor or other authorized personnel		6	2	3	1
	PC3. Apply and follow these policies and procedures within your work practices		7	2	4	1
	PC4. Provide support to your supervisor and team members in enforcing these considerations		7	1	5	1
	PC5. Identify and report any possible deviation to these requirements		8	3	4	1
	<b>Total Marks</b>		<b>400</b>	<b>35</b>	<b>10</b>	<b>20</b>
		<b>400</b>	<b>120</b>	<b>240</b>	<b>40</b>	

## CRITERIA FOR ASSESSMENT OF TRAINEES

### Export Manager

### AMH/Q 1603

### 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

		Total Marks	Out of	Marks Allocation		
				Theory	Skills Practical	ViVa
AMH/N 1606 Planning for Export	PC1. Organize the logistics options for shipment	60	9	4	2	3
	PC2. Carry out risk assessment for shipment plan		9	5	1	3
	PC3. Explain the trade policies and guidelines to all concerned and ensure it is followed		9	4	2	3
	PC4. Plan the shipment strategy		9	3	3	3
	PC5. Use the export planning tools available		9	3	3	3
	PC6. Carry out SWOT analysis for shipment vertical		9	4	2	3
	PC7. Make sure the organization's domestic and international marketing activities are aligned and updated		6	3	1	2

	with current policies and guidelines					
		Total	60	25	15	20
AMH/N 1608 (Manage export processes and check documentation)	PC1. Manage Documentation related to pre & post shipment	80	5	2	2	1
	PC2. Check and manage Export Sales Contract		5	2	2	1
	PC3. Manage the Central Excise/Customs Clearance: Regulations, Procedures and Documentation		5	2	2	1
	PC4. Supervise the processing of an Export Order		7	2	4	1
	PC5. Check all pre-shipment documents including: § invoice § packing list § gr form § ar-4/ ar4a form § etcllicence § indent § acceptance of contract § letter of credit (loc) § qc certificate § port trust date § any other § sign of inspector/ customs div		6	3	2	1
	PC7. Check the EXIM documents pertaining to Pre and Post Shipment.		6	3	2	1
	PC8. Liaise with customs and excise officials, if required		6	3	2	1
	PC10. Take care of applications for export incentives		6	3	1	2
	PC11. Obtaining advance license from Jt DGFT (Director General of Foreign Trade), Adherence with contracts and agreements		6	3	1	2
	PC12. Look after freight forwards, CHA (Customs House Agent), Transporter		6	3	2	1

	PC13. Communication with suppliers, consignee, agents , transporters		8	4	1	3
	PC14. Manage and supervise the follow up with logistics companies to ensure timely shipments of goods		7	3	3	1
	PC15. Negotiation & co-ordination with customs agents for Freight Rates, Customs clearances		7	2	2	3
		Total	<b>80</b>	<b>35</b>	<b>26</b>	<b>19</b>
AMH/N1609 Supervise and evaluate performance	PC1. set goals and targets as per organisational directives for all reporting executives	45	4	2	1	1
	PC2. create quantified measures and metrics to analyse the performance delivered by subordinates		4	2	1	1
	PC3. set tangible and achievable incentives for subordinates as per the goals and targets assigned		4	2	1	1
	PC4. ensure and implement strict adherence of all activities performed by subordinates to organisational guidelines		4	2	1	1
	PC5. monitor and supervise all the activities performed by subordinates and ensure optimisation to achieve the set goals		4	2	1	1
	PC6. evaluate performance of subordinates and reporting executives on the designed measures and metrics as per the guidelines of the Ogranization		5	2	1	2
	PC7. assist and support reporting executives whenever necessary or applicable		4	2	1	1
	PC8. document all performance indicators and metrics of subordinates in the prescribed format of organisation		4	2	1	1
	PC9. perform all appraisal related process flow for subordinates, as per respective performance documents		4	2	1	1
	PC10. handover all the documents and appropriate support measures to human resources department for official records		4	2	1	1

	PC11. ensure and implement proper process flow for feedbacks and queries received from subordinates		4	2	1	1
		<b>Total</b>	<b>45</b>	<b>22</b>	<b>11</b>	<b>12</b>
AMH/N1607 Ensure shipping compliance	PC1. Follow the general invoicing instructions	<b>35</b>	4	1	2	1
	PC2. Check that the packing list requirement is met		5	2	2	1
	PC3. Ensure packing instructions are being followed including: § Carton Specifications § Packing Standards § Flat Pack Cargo § Pre-packs Packing Standards § Garments on Hangers (GOH) § Exceptions to Packing Requirements § Shipping marks & labels § Bar code labels		6	2	3	1
	PC4. Follow the shipping guidelines		5	3	1	1
	PC5. Follow the routing guidelines		5	3	1	1
	PC6. Ensure tendering of freight to consolidator as per process		5	3	1	1
	PC7. Ensure sequence instruction is followed		5	3	1	1
			<b>Total</b>	<b>35</b>	<b>17</b>	<b>11</b>
AMH/N1601 Manage Export Marketing Operations	PC1. Analyse the export marketing business & the operations involved	<b>45</b>	3	1	1	1
	PC2. Interpret the export marketing terms & understand the processes involved		3	1	1	1
	PC3. Apply export-market entry strategies		4	2	1	1
	PC4. Analyse the factors that affect cost in export		3	1	1	1

## CRITERIA FOR ASSESSMENT OF TRAINEES

### Industrial Engineer (IE) Executive

#### AMH/Q2001

#### 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

		Total Marks 350	Out of	Marks Allocation		
				Theory	Skills Practical	ViVa
1. AMH/N 2001 (Sewing Line Planning based on production target)	PC1. Study operations sequence, material flow, functional statements, organization charts, and project information to determine worker functions and responsibilities	80	10	4	1	5
	PC2. Draft and design layout of equipment, materials, and workspace to illustrate maximum efficiency, using drafting tools and computer		8	3	1	4
	PC3. Evaluate precision and accuracy of production and testing equipment and engineering drawings to formulate corrective action plan		6	3	2	1
	PC4. Plan and establish sequence of operations to fabricate and assemble parts or products and to promote efficient utilization.		6	3	1	2
	PC5. Schedule deliveries based on production forecasts, material substitutions, storage and handling facilities, and maintenance requirements		6	3	2	1
	PC6. Regulate and alter workflow schedules according to established manufacturing sequences and lead times to expedite production operations.		6	3	1	2

	PC7. Provide detailed instructions, drawings, or specifications to explain about how devices, parts, equipment, or structures are to be fabricated, constructed, assembled, modified, maintained, or used.		8	3	3	2
	PC8. Estimate sizes, distances, and quantities; or determining time, costs, resources, or materials needed to perform a work activity.		8	4	1	3
	PC9. Prepare Operation Bulletin to estimate SAM with productivity at costing stage		8	4	1	3
	PC10. Assist in financial planning & cost analysis		8	4	1	3
	PC11. Communicate to the concerned on production plan & standards		6	3	1	2
		<b>Total</b>	<b>80</b>	<b>37</b>	<b>15</b>	<b>28</b>
2. AMH/N 2002 (Supervise, analyse and evaluate performance on sewing floor)	PC1. set goals and targets as per production directives for all operators in a production line	100	8	5	1	2
	PC2. create quantified measures and metrics to analyse the performance delivered by operators		8	4	1	3
	PC3. set tangible measuring system for operators as per the goals and targets assigned		10	4	1	5
	PC4. ensure and implement strict adherence of all activities performed by operators to production guidelines		8	4	1	3
	PC5. monitor and supervise all the activities performed by operators and ensure optimisation to achieve the set goals		8	4	1	3
	PC6. Review production schedules, engineering specifications, orders, and related information to obtain knowledge of manufacturing methods, procedures, and activities		10	2	4	4
	PC7. Evaluate performance of operators and reporting on the designed measures and metrics as per the production guidelines		8	4	1	3
	PC8. Assist and support concerned line supervisors whenever necessary or applicable		10	5	1	4
	PC9. Study operations sequence, material flow, functional statements to evaluate the production flow process		8	2	4	2
	PC10. Evaluate precision and accuracy of production and testing equipment and layout to formulate corrective action plan		8	2	2	4
	PC11. Analyze statistical data and product specifications to determine standards and establish quality and reliability objectives of finished product.		6	2	2	2
	PC12. handover all the documents and appropriate support measures to human resources department for official records		8	4	2	2
		<b>Total</b>	<b>100</b>	<b>42</b>	<b>21</b>	<b>37</b>

3. AMH/N 2003 (Research and Resolve production problems to implement better production system)	PC1. Apply statistical methods and perform mathematical calculations to determine manufacturing process problems.	50	8	2	4	2
	PC2. Review production process in terms of method and machine requirement		8	4	1	3
	PC3. Identify & analyse different type of production system & their feasibility with product requirement		6	3	1	2
	PC4. Develop manufacturing methods, labor utilization standards, and cost analysis systems to promote efficiency & productivity		8	2	3	3
	PC5. Identify the update method of garment manufacturing		8	4	1	3
	PC6. Carry out process re-engineering & set the production benchmarks		6	2	1	3
	PC7. Recommend methods for improving utilization of personnel, material, and utilities		6	2	1	3
	<b>Total</b>		<b>50</b>	<b>19</b>	<b>12</b>	<b>19</b>
4. AMH/N 2004 (Manage data, forms and instructions for recording, evaluating and reporting quality and reliability data)	PC1. Maintain documents such as Standard Operating Procedures of various functions in an organized way.	50	6	3	1	2
	PC2. Oversee recording of information to ensure currency of engineering drawings and documentation of production problems		6	3	1	2
	PC3. Supervise the process of documentation of various processes.		4	2	1	1
	PC4. Ensure all reports & documents are prepared as per the specified format.		5	2	1	2
	PC5. Use data management software effectively to store information.		5	1	2	2
	PC6. Document the Operation Bulletin created to estimate SAM with productivity at costing stage	4	2	1	1	
	PC7. Record special and new operations to video and build database for operations with Sewing Data Analysis software.	4	1	1	2	
	PC8. After checking and validating the operation bulletin and the SAMs in production floor and thereby regulating the unnecessary operations, document the same as per organization's procedure and protocol.	4	1	1	2	
	PC9. Keep all reports in safe and secure condition	4	1	1	2	



	PC10. Store the records, SOPs and other analysis documents in such a way that it can be retrieved easily whenever required.		4	1	2	1
	PC11. Maintain confidentiality of the reports/data/analysis, wherever applicable.		4	2	1	1
		<b>Total</b>	<b>50</b>	<b>19</b>	<b>13</b>	<b>18</b>
5. AMH/N 0104 (Comply with industry, regulatory and organisational requirements)	PC1. Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures	25	6	3	1	2
	PC2. Seek and obtain clarifications on policies and procedures, from your Supervisor or other authorized personnel		6	2	2	2
	PC3. Apply and follow these policies and procedures within your work practices		4	1	1	2
	PC4. Provide support to your supervisor and team members in enforcing these considerations		6	2	1	3
	PC5. Identify and report any possible deviation to these requirements		3	1	1	1
		<b>Total</b>	<b>25</b>	<b>9</b>	<b>6</b>	<b>10</b>
6. AMH/N 1605 (Maintaining a healthy, safe and secure working environment in the organisation)	PC1. Comply with health and safety related instructions applicable to the workplace	45	3	1	1	1
	PC2. Carryout own activities in line with approved guidelines and procedures		3	1	1	1
	PC3. Maintain a healthy lifestyle and guard against dependency on intoxicants		3	1	1	1
	PC4. Follow environment management system related procedures		4	2	1	1
	PC5. Minimize health and safety risks to self and others due to own actions		3	1	1	1
	PC6. Seek clarifications, from supervisors or other authorized personnel in case of perceived risks		4	1	2	1
	PC7. Monitor the workplace and work processes for potential risks and threats		6	1	4	1
	PC8. Carryout periodic walk-through to keep work area free from hazards and obstructions, if assigned		3	1	1	1
	PC9. Report hazards and potential risks/ threats to supervisors or other authorized personnel		3	1	1	1

### CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Online Sample Designer

**Qualification Pack** AMH/Q1215

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

#### 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 approved 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 a 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

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Vi va
<b>1. AMH/N1215 (Prepare and plan for designing and display products of designs online)</b>	PC1. Conduct market research for product trends and forecast	<b>100</b>	<b>20</b>	8	11	1
	PC2. Identify and evaluate quality elements related to design		<b>15</b>	5	9	1
	PC3. Identify requirements of trims, fabrics, materials, accessories, etc.		<b>20</b>	6	13	1
	PC4. Identify manufacturing techniques and process steps in creating design		<b>20</b>	8	11	1
	PC5. Create the design as per the requirement		<b>25</b>	8	16	1
			<b>100</b>	<b>35</b>	<b>60</b>	<b>5</b>

<b>2. AMH/N1216 (Develop proto sample as per design inputs)</b>	PC1. Prepare techpack as per inputs from clients and self-imagination	<b>100</b>	<b>20</b>	10	7	3
	PC2. Review techpack in consultation with the client and/or design review team		<b>20</b>	8	10	2
	PC3. Identify and summarize the involvement of pattern maker, tailor, etc.		<b>15</b>	4	9	2
	PC4. Brief team with process details for developing proto sample		<b>15</b>	4	10	1
	PC5. Develop proto sample as per revised techpack		<b>13</b>	2	10	1
	PC6. Deriving the cost of the garment		<b>17</b>	7	9	1
			<b>100</b>	<b>35</b>	<b>55</b>	<b>10</b>
<b>3. AMH/N1217 (Evaluation of Proto Sample)</b>	PC1. Check proto sample in relation to techpack and/or client's input	<b>100</b>	<b>17</b>	4	12	1
	PC2. Check proto sample for fit, fall and other attributes		<b>15</b>	4	10	1
	PC3. Review proto sample in consultation with the client and/or review team		<b>20</b>	7	10	3
	PC4. Amend/modify proto sample as per review inputs		<b>16</b>	4	11	1
	PC5. Get approval of proto sample from client		<b>17</b>	7	7	3
	PC6. Packaging of the garment according to the style to keep the quality intact		<b>15</b>	4	10	1
			<b>100</b>	<b>30</b>	<b>60</b>	<b>10</b>
<b>4. AMH/N1218 (Maintain health, safety and security in the desing studio)</b>	PC1. Handle softwares, tools and equipments like cutters, scissors, etc. safely and securely	<b>65</b>	<b>15</b>	4	10	1
	PC2. Monitor workplace and work processes for potential risks and threats like shot circuits, etc.		<b>14</b>	2	10	2

	PC3. Participate in mock-drills/evacuation procedures organized at the workplace		13	2	10	1
	PC4. Keep vigilance for potential risks and threats associated with workplace and equipment		10	2	6	2
	PC5. Undertake first-aid, fire-fighting and emergency response training if asked to do so		13	2	9	2
			65	12	45	8
5. AMH/N0104 (Comply with industry, regulatory and organizational requirements)	PC1. Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures	35	7	1	5	1
	PC2. Seek and obtain clarifications on policies and procedures, from your supervisor or other authorized personnel		6	1	3	2
	PC3. Apply and follow these policies and procedures within your work practices		7	2	4	1
	PC4. Provide support to your supervisor and team members in enforcing these considerations		7	2	3	2
	PC5. Identify and report any possible deviation to these requirements		8	2	5	1
			35	8	20	7
	<b>Total Marks</b>		<b>400</b>		<b>120</b>	<b>240</b>

## CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Packer

**Qualification Pack** AMH/Q1407

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

### 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 approved 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 50% aggregate in a 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

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N1407 (Plan and organize packing processes)</b>	PC1. Read job card to understand packing mode and styles as per product category/class/customer instructions	<b>60</b>	<b>16</b>	8	7	1
	PC2. Identify components of tasks required to do the packing		<b>14</b>	5	8	1
	PC3. Identify and arrange materials and accessories required to do the task of packing		<b>15</b>	4	10	1
	PC4. Develop checklist for different tasks within specified area of packing		<b>15</b>	5	9	1
			<b>60</b>	<b>22</b>	<b>34</b>	<b>4</b>
<b>2. AMH/N1408 (Carry out the process of packing)</b>	PC1. Pack materials as per job card details	<b>85</b>	<b>22</b>	6	15	1
	PC2. Follow supervisor instructions for packing		<b>14</b>	4	9	1
	PC3. Follow checklist defined for packing		<b>14</b>	4	9	1
	PC4. Segregate and quarantine damage/defective goods/pieces		<b>15</b>	4	10	1

	PC5. Rectify/correct repairable faults like crease removal, stain removals etc.		20	5	14	1
			85	23	57	5
<b>3. AMH/N1409 (Maintain health, safety and security in the packing department)</b>	PC1. Keep vigilance for potential risks and threats associated with workplace and equipment like, hot iron, stain removers, stationery items etc.	<b>30</b>	6	2.5	3	0.5
	PC2. Ensure handling of tools and equipments like scissors, cutters, etc. safely and securely		5	2	2	1
	PC3. Monitor the workplace and work processes for potential risks and threats		7	2.5	3	1.5
	PC4. Participate in mock-drills/evacuation procedures organized at the workplace		6	2	3	1
	PC5. Undertake first-aid, fire-fighting and emergency response training if asked to do so		6	2	3	1
			30	11	14	5
<b>4. AMH/N0102 (Maintain workarea, tools and machines)</b>	PC1. Handle materials, machinery, equipment and tools safely and correctly	<b>40</b>	3	0	2	1
	PC2. Use correct lifting and handling procedures		3	1	2	0
	PC3. Use materials to minimize waste		3	1	1	1
	PC4. Maintain a clean and hazard free working area		3	1	2	0
	PC5. Maintain tools and equipments		2	0	2	0
	PC6. Carry out running maintenance within agreed schedules		4	1	2	1
	PC7. Carry out maintenance and/or cleaning within one's responsibility		2	0	2	0
	PC8. Report unsafe equipment and other dangerous occurrences		3	2	1	0
	PC9. Ensure that the correct machine guards are in place		3	0	2	1

	PC10. Work in a comfortable position with the correct posture		2	0	2	0
	PC11. Use cleaning equipment and methods appropriate for the work to be carried out		4	1	2	1
	PC12. Dispose of waste safely in the designated location		2	0	2	0
	PC13. Store cleaning equipment safely after use		2	0	2	0
	PC14. Carry out cleaning according to schedules and limits of responsibility		4	1	2	1
			<b>40</b>	<b>8</b>	<b>26</b>	<b>6</b>
<b>5. AMH/N0104 (Comply with industry, regulatory and organizational requirements)</b>	PC1. Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures	<b>35</b>	7	2	4	1
	PC2. Seek and obtain clarifications on policies and procedures, from your supervisor or other authorized personnel		6	2	3	1
	PC3. Apply and follow these policies and procedures within your work practices		7	2	4	1
	PC4. Provide support to your supervisor and team members in enforcing these considerations		7	2	4	1
	PC5. Identify and report any possible deviation to these requirements		8	3	4	1
	<b>Total Marks</b>			<b>35</b>	<b>11</b>	<b>19</b>
		<b>250</b>	<b>250</b>	<b>75</b>	<b>150</b>	<b>25</b>

### CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Sewing Machine Operator – Knits

**Qualification Pack** AMH/Q0305

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

#### 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
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6. In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N0305 (Plan and Prepare for process of sewing of knit fabrics as per plan received from stitching/line supervisor)</b>	PC1. Set machines according to manufacturer's instructions and production requirements of knitted components	<b>75</b>	<b>9</b>	4	4	1
	PC2. Check machine for needles, foot, spools etc. for working safely		<b>14</b>	4	8	2
	PC3. Ensure the materials used meet the specification matching within a product and between a pair of products where applicable		<b>8</b>	3	4	1
	PC4. Check for threads quality and color as per requirements for the garment styles		<b>12</b>	2	8	2
	PC5. Carry out test sews		<b>11</b>	1	9	1
	PC6. Select correct component parts for the style being worked upon		<b>11</b>	4	5	2



	PC7. Ask questions from the assigned supervisors to obtain more information on tasks when unclear of instructions given		10	1	8	1
			75	19	46	10
<b>2. AMH/N0306 (Stitch knitted fabrics as per plan)</b>	PC1. Selection of correct machinery as per the garment or made –ups and home furnishing product plan like single needle machine, top and bottom feet, differential feet, etc.	<b>115</b>	16	7	8	1
	PC2. Selection of appropriate attachments according to the garment requirements like binder, folder, essential mechanism tools, etc.		8	2	5	1
	PC3. Optimize positioning and layout of materials to ensure smooth and productive working		9	5	4	0
	PC4. Stitch the correct materials in the right sequence as required by the product specification as per the specified stitch type (stitch classes), hems and seams		16	4	10	2
	PC5. Perform complex stitching operations with precision and accuracy		16	4	10	2
	PC6. Ensure stitched product meets specification in terms of stitch per inch, labels and trimmings		14	3	10	1
	PC7. Ensure stitched product conforms to shape and size requirement		11	3	7	1
	PC8. Check the stitched components meet as per the standards and specifications mentioned in the job card		10	3	6	1
	PC9. Make adjustments promptly to ensure the stitching work matches the specification		10	2	7	1
	PC10. Maintain the required productivity and quality levels		5	2	3	0
			<b>115</b>	<b>35</b>	<b>70</b>	<b>10</b>

<b>3. AMH/N0307 (Maintain health, safety and security in the production line)</b>	PC1. Ensure safe and secure handling of stitching machines and related tools and equipments like thread cutters, shears, seam rippers, etc.	<b>30</b>	5	1	3	1
	PC2. Use and maintain personal protective equipments as per protocol like nose mask, lock guard, etc.		5	2	2	1
	PC3. Check the workplace and work processes for potential risks and threats like physical injuries from the machines and tools, fire, etc.		6	2	3	1
	PC4. Identify and correct (if possible) malfunctions in sewing machines and other related equipments like loose stitch, missing parts, etc.		6	2	3	1
	PC5. Participate in mock-drills/evacuation procedures organized at the workplace		4	1	3	0
	PC6. Undertake first-aid, fire-fighting and emergency response training		4	1	3	0
			<b>30</b>	<b>9</b>	<b>17</b>	<b>4</b>
<b>4. AMH/N0102 (Maintain workarea, tools and machines)</b>	PC1. Handle materials, machinery, equipment and tools safely and correctly	<b>50</b>	3	1	2	0
	PC2. Use correct lifting and handling procedures		4	2	2	0
	PC3. Use materials to minimize waste		3	2	1	0
	PC4. Maintain a clean and hazard free working area		3	1	2	0
	PC5. Maintain tools and equipments		4	1	3	0
	PC6. Carry out running maintenance within agreed schedules		4	2	2	0
	PC7. Carry out maintenance and/or cleaning within one's responsibility		3	1	2	0

## CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Store Keeper

**Qualification Pack** AMH/Q0501

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

### Guidelines for Assessment

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5. To pass the Qualification Pack, every trainee should score a minimum of 50% aggregate in a 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

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N0501 (Establish and implement procedure defined for issuing and receipt of materials in and out of the store)</b>	PC1. Inspect and check while receiving materials against purchase order for different parameters like invoice, quantity, packing mode, etc	<b>80</b>	<b>13</b>	3	9	1
	PC2. Inspect and check materials while issuing against quantity, quality (shelf-life, package size, etc.)		<b>13</b>	3	9	1
	PC3. Identify need of test and/or delay inspection results as applicable to products received		<b>12</b>	4	7	1
	PC4. Record any discrepancy related to material received from suppliers like damaged package, quantity difference, quality issue, etc.		<b>14</b>	6	7	1
	PC5. Arrange to send materials detected with discrepancy back to the vendor		<b>14</b>	4	9	1

	PC6. Follow-up with the vendor to resolve the discrepancy in technical/commercial terms		14	4	9	1
			<b>80</b>	<b>24</b>	<b>50</b>	<b>6</b>
<b>2. AMH/N0502 (Manage housekeeping of store premises and store items)</b>	PC1. Ensure arrangement of materials on racks or shelves as per lot, material nature, package size, etc. as applicable	<b>90</b>	16	5	10	1
	PC2. Ensure arrangement of fabric rolls on racks in lot/shade wise		15	4	9	2
	PC3. Ensure arrangement of dyes and chemicals with specific housekeeping norms and standards as applicable to the category like chemical safety norms as per OSHA		13	4	8	1
	PC4. Ensure maintaining schedule for pesticides to preserve store items against vulnerability to different biological organisms		16	4	10	2
	PC5. Organize materials clearly identified for inspection/checking status like checked, awaited checking, failed		15	4	9	2
	PC6. Ensure periodically taking of stocks of materials lying in store		15	5	9	1
				<b>90</b>	<b>26</b>	<b>55</b>
<b>3. AMH/N0503 (Maintain records related to accounting, storage and preservation of store items)</b>	PC1. Maintain records for material movements in and out of the store	<b>75</b>	15	5	9	1
	PC2. Maintain records for approved vendors		15	5	9	1
	PC3. Maintain records of vendor complaints and follow-ups		15	6	8	1
	PC4. Maintain records for periodicity and application of pesticides		15	6	8	1
	PC5. Maintain records about inter-departmental communications and movement of materials		15	5	9	1
				<b>75</b>	<b>27</b>	<b>43</b>
<b>4. AMH/N0504 (Maintain health, safety and security in the store)</b>	PC1. Identify suitable personal protective equipment		6	1	4	1

	PC2. Use health and safety signage to communicate hazards related to store and store items	<b>30</b>	5	1	2	2
	PC3. Check the workplace and work processes for potential risks and threats like fire due to chemical leakage, etc.		7	2	4	1
	PC4. Participate in mock-drills/evacuation procedures organized at the workplace		6	1	4	1
	PC5. Undertake first-aid, fire-fighting and emergency response training		6	1	4	1
			<b>30</b>	<b>6</b>	<b>18</b>	<b>6</b>
<b>5. AMH/N0104 (Comply with industry, regulatory and organizational requirements)</b>	PC1. Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures	<b>25</b>	5	1	3	1
	PC2. Seek and obtain clarifications on policies and procedures, from your supervisor or other authorized personnel		4	1	2	1
	PC3. Apply and follow these policies and procedures within your work practices		4	1	3	0
	PC4. Provide support to your supervisor and team members in enforcing these considerations		6	2	3	1
	PC5. Identify and report any possible deviation to these requirements		6	2	3	1
	<b>Total Marks</b>		<b>300</b>	<b>25</b>	<b>7</b>	<b>14</b>
	<b>Total marks</b>	<b>300</b>	<b>300</b>	<b>90</b>	<b>180</b>	<b>30</b>

### CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Assistant Designer – Madeups

**Qualification Pack** AMH/Q1230

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

#### 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 approved 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 a 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

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N1230 (Plan and prepare design collections for made-ups)</b>	PC1. Carry out market research and thorough study of the forecast of the product category of made-ups through various forecasting sites, brochures, etc.	<b>100</b>	<b>22</b>	8	12	2
	PC2. Identify, evaluate and extract the key elements from the research and forecast that is intended to be put in the design		<b>20</b>	7	12	1
	PC3. Identify fabrics, trims and accessories required for the product development based on the forecast		<b>20</b>	7	12	1
	PC4. Identify manufacturing techniques and process steps in developing a design of the made-ups		<b>24</b>	6	16	2
	PC5. Get these designs, colors, manufacturing techniques, etc. approved from the concerned heads and supervisors		<b>14</b>	5	8	1
			<b>100</b>	<b>33</b>	<b>60</b>	<b>7</b>

2. AMH/N2001 (Select fabrics, trims and accessories as per specific product category)	PC1. Identify and select fabric suitability with respect to construction, color and design like plain, check, jacquard, embroidered etc.	60	15	4	10	1
	PC2. Identify and select fabric, trims and accessories with respect to usage and applicability like heat transmission, moisture transfer, crease resistance, pilling, static electricity and launder-ability		15	5	8	2
	PC3. Identify and select the trims and accessories with respect to aesthetic appeal and functionality of the product		15	5	9	1
	PC4. Identify and select fabrics, trims and accessories keeping in mind the cost parameters		15	4	9	2
			60	18	36	6
3. AMH/N1221 (Develop proto sample)	PC1. Prepare techpack as per inputs from clients	80	15	6	8	1
	PC2. Review techpack in consultation with the client and/or review team depending on the ability and capacity of the organization in terms of equipments to be used, labour skills, etc.		15	4	10	1
	PC3. Identify and summarize the involvement of pattern maker, tailor, merchandiser, sourcing supervisor, etc.		13	3	9	1
	PC4. Brief team with process details for developing proto sample		14	5	8	1
	PC5. Develop proto sample as per revised techpack		12	2	9	1
	PC6. Fill the cost sheet in the prescribed format after consulting superiors		11	2	8	1
			80	22	52	6

<b>4. AMH/N1222 (Evaluate the proto sample developed related to specific product class)</b>	PC1. Check proto sample in relation to techpack and/or client's input with respect to the measurements	<b>95</b>	<b>17</b>	5	11	1
	PC2. Check proto sample for design (woven/print), and attributes like washability, utility, etc.		<b>16</b>	4	11	1
	PC3. Review proto sample in consultation with the client and/or review team		<b>19</b>	8	9	2
	PC4. Amend/modify proto sample as per review inputs		<b>21</b>	4	16	1
	PC5. Get approval of the proto sample from client		<b>12</b>	6	5	1
	PC6. Prepare file of the approved sample containing approved fabric swatches, accessories, techpack, cost sheets, etc.		<b>10</b>	3	6	1
			<b>95</b>	<b>30</b>	<b>58</b>	<b>7</b>
<b>5. AMH/N1223 (Maintain Health, Safety and Security in the designing department)</b>	PC1. Keep vigilance for potential risks and threats associated with workplace and equipment like physical injuries from scissors, shears, etc.	<b>30</b>	<b>6</b>	1	3	2
	PC2. Handle tools and equipments like cutter, scissors, shear, etc. safely and securely		<b>5</b>	2	2	1
	PC3. Check the workplace and work processes for potential risks and threats fire, electric shock, etc.		<b>7</b>	2	3	2
	PC4. Participate in mock-drills/evacuation procedures organized at the workplace		<b>6</b>	1	4	1
	PC5. Undertake first-aid, fire-fighting and emergency response training		<b>6</b>	1	3	2
			<b>30</b>	<b>7</b>	<b>15</b>	<b>8</b>
<b>6. AMH/N0104 (Comply with industry, regulatory and organizational requirements)</b>	PC1. Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures	<b>35</b>	<b>7</b>	2	4	1



## CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Assistant Fashion Designer

**Qualification Pack** AMH/Q1210

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

### 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 approved 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 a 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

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
1. AMH/N1210 (Plan and prepare design collections)	PC1. Conduct market research for trends and forecast from various sources such as forecasting sites like WGSN, forecast catalogues, etc. for garment design and extract a theme/inspiration from them	<b>90</b>	<b>20</b>	8	11	1
	PC2. Develop theme, client, forecast and mood boards and extract the key elements from them which is intended to be put in the garment design as per the instructions given		<b>18</b>	4	13	1
	PC3. Identify, develop, collect and maintain the swatches of the fabrics, trims and accessories that are required for design development		<b>18</b>	4	13	1
	PC4. Identify fabric (print, embroidery and dye) and garment manufacturing techniques and process steps in converting a design to a garment		<b>22</b>	8	12	2

	PC5. Get approval from the concerned heads in context of the design collection made, fabrics, trims and accessories intended to use and the manufacturing techniques to be used to develop a garment		12	4	7	1
			<b>90</b>	<b>28</b>	<b>56</b>	<b>6</b>
<b>2. AMH/N1211 Develop proto and fit samples)</b>	PC1. Prepare techpack with details like specs of the garment, type of fabric, color of fabric, type of trims and accessories, etc. including processes used and materials employed	<b>100</b>	21	8	11	2
	PC2. Review techpack in consultation with the client and design review team with respect to the availability of the concerned materials in the market, organization's ability to manufacture that design, labour skills, etc.		24	9	13	2
	PC3. Identify and summarize the involvement of pattern maker, tailor, merchandiser, sourcing supervisor, etc. with respect to developing proto and fit samples		18	5	12	1
	PC4. Develop proto and fit samples as per the revised techpack for a particular style		19	3	15	1
	PC5. Fill the cost sheet of the style in the given format after consulting various departments		18	7	9	2
			<b>100</b>	<b>32</b>	<b>60</b>	<b>8</b>
<b>3. AMH/N1222 (Evaluate design development process)</b>	PC1. Check proto sample in relation to techpack and/or client's input with respect to the measurements	<b>95</b>	17	6	10	1
	PC2. Check proto sample for design (woven/print), and attributes like washability, utility, etc.		16	3	12	1
	PC3. Review proto sample in consultation with the client and/or review team		19	7	11	1
	PC4. Amend/modify proto sample as per review inputs		21	5	15	1

	PC5. Get approval of the proto sample from client		12	5	6	1
	PC6. Prepare file of the approved sample conatining approved fabric swatches, accessories, techpack, cost sheet, etc.		10	2	6	2
			<b>95</b>	<b>28</b>	<b>60</b>	<b>7</b>
<b>4. AMH/N1223 (Maintain health, safety and security in the designing department)</b>	PC1. Keep vigilance for potential risks and threats associated with workplace and equipment like physical injuries from scissors, shears, etc.	<b>30</b>	6	1	3	2
	PC2. Handle tools and equipments like cutter, scissors, shear, etc. safely and securely		5	1	2	2
	PC3. Check the workplace and work processes for potential risks and threats like fire, electric shock, etc.		7	2	3	2
	PC4. Participate in mock-drills/evacuation procedures organized at the workplace		6	1	3	2
	PC5. Undertake first-aid, fire-fighting and emergency response training		6	2	3	1
			<b>30</b>	<b>7</b>	<b>14</b>	<b>9</b>
<b>5. AMH/N0104 (Comply with industry, regulatory and organizational requirements)</b>	PC1. Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures	<b>35</b>	7	2	4	1
	PC2. Seek and obtain clarifications on policies and procedures, from your supervisor or other authorized personnel		6	2	3	1
	PC3. Apply and follow these policies and procedures within your work practices		7	2	4	1
	PC4. Provide support to your supervisor and team members in enforcing these considerations		7	1	5	1
	PC5. Identify and report any possible deviation to these requirements		8	3	4	1
	<b>Total Marks</b>			<b>35</b>	<b>10</b>	<b>20</b>
		<b>350</b>	<b>350</b>	<b>105</b>	<b>210</b>	<b>35</b>

### CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Boutique Manager

**Qualification Pack** AMH/Q1910

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

#### 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 approved 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 a 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

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N1910 (Create design as per latest trends and establish customer needs)</b>	PC1. Carry out research on latest trends and contemporary fashion for apparel and its target market	<b>95</b>	<b>18</b>	6	10	2
	PC2. Carry out research to identify new and promising materials, trends as well as sources/suppliers for procurement of such items		<b>19</b>	7	10	2
	PC3. Identify quality standards as applicable to the product		<b>18</b>	7	10	1
	PC4. Ensure/develop techpack for designs		<b>19</b>	6	11	2
	PC5. Develop photo sample of similar or identical designs to persuade customers for order booking		<b>12</b>	2	10	0

**Qualifications Pack for Boutique Manager**

	PC6. Book order for the product and record details of order booking in suitable form/format		9	2	6	1
	Total		95	30	57	8
<b>2. AMH/N1911 (Allocate and check work assigned to subordinates and manage and monitor boutique performance)</b>	PC1. Allocate work to team members based on skills, knowledge, experience, and workloads equitably	<b>100</b>	10	4	6	0
	PC2. Brief team members on work allocated and level of expected performance		11	3	6	2
	PC3. Encourage team members to make suggestions and seek clarification in relation to the work allocated		9	2	5	2
	PC4. Set business objectives for the boutique which are SMART (Specific, Measurable, Achievable, Realistic and Time-bound)		12	6	5	1
	PC5. Plan achievement of team goals and objectives defined in line with business objectives		10	4	5	1
	PC6. Monitor progress periodically with suitable management tools and techniques		10	2	8	0
	PC7. Plan the inventory management		10	3	6	1
	PC8. Plan the display of the boutique		10	2	7	1
	PC9. Maintaining the customer feedback register		9	2	6	1
	PC10. Plan and maintain stock register		9	2	6	1
					100	30
<b>3. AMH/N1912 (Build and monitor team performance)</b>	PC1. Articulate clearly to the team the purpose, goals and scope of activities related to the boutique business	<b>90</b>	17	7	9	1

**Qualifications Pack for Boutique Manager**

	PC2. Identify diversity of expertise, knowledge, skills and attitude required to achieve team objectives (like customer satisfaction, quality consciousness, negotiation, etc.)		14	7	6	1
	PC3. Help team members understand their unique contribution to the team, contribution expected from fellow team members and how they complement and support each other		14	3	10	1
	PC4. Encourage open communication between team members including providing feedback to enhance performance and working as a unit		16	5	10	1
	PC5. Review team performance at appropriate intervals and evaluate for how it is progressing		20	4	14	2
	PC6. Maintaining the employees register and the appraisal records		9	3	5	1
			<b>90</b>	<b>29</b>	<b>54</b>	<b>7</b>
<b>4. AMH/N1913 (Maintain health, safety and security in the boutique)</b>	PC1. Keep vigilance for potential risks and threats associated with the boutique and equipments used like proper initiation and shutdown of machine(s) at the beginning and closure of the day	<b>30</b>	6	1	4	1
	PC2. Ensure the tools and equipments like sewing machines, shears, needles, etc. are handled safely		5	1	3	1
	PC3. Monitor the workplace and work processes for potential risks and threats from workers and customers regarding shrinkage		7	1	5	1
	PC4. Participate in mock-drills/evacuation procedures organized at the boutique		6	1	4	1
	PC5. Undertake first-aid, fire-fighting and emergency response training		6	2	3	1

## CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Cutting Supervisor

**Qualification Pack** AMH/Q0610

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

### 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
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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 a 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

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N0610 (Plan and organize cutting process)</b>	PC1. Review orders received from Production Planning for cutting as per style/product category/class	<b>70</b>	<b>12</b>	6	5	1
	PC2. Check materials availability in suitable form and quantity		<b>12</b>	3	8	1
	PC3. Allocate cutting tables as per plan and priority		<b>12</b>	5	6	1
	PC4. Allocate spreaders and cutters as per style, quality and cutting skills availability		<b>13</b>	5	7	1
	PC5. Set cutting targets and required quality standards		<b>11</b>	4	6	1
	PC6. Allocate manpower (operators, helpers, relievers etc.) based on skillset and suitability for cutting processes or sub-processes		<b>10</b>	4	5	1
	Total			<b>70</b>	<b>27</b>	<b>37</b>
<b>2. AMH/N0611 (Preparatory processes for cutting)</b>	PC1. Ensure fabric received for cutting is checked for visible faults like stains, slub, etc.	<b>85</b>	<b>15</b>	4	10	1

	PC2. Ensure fabric specific to cutting plan assigned to definite styles/quality is allocated to same quality/style.		11	3	7	1
	PC3. Ensure the marker received is complete in all aspects like grain line, notches, part name, clarity of markings, complete for all components etc.		15	5	8	2
	PC4. Ensure fabrics are laid with due consideration to the prints (if present) defects detected in texture/style		15	5	9	1
	PC5. Ensure the patterns and marker are laid properly on the fabric		11	2	8	1
	PC6. Ensure availability and appropriate cutting tools and equipment for cutting		18	6	10	2
	Total		85	25	52	8
<b>3. AMH/N0612 (Supervise cutting operations)</b>	PC1. Ensure the workflow of the cutting process is smooth and fast	<b>100</b>	12	4	8	0
	PC2. Ensure the workload for cutting is equitably distributed as per operator skillset and performance		13	4	8	1
	PC3. Ensure materials are processed as per priority against delivery schedule		13	4	8	1
	PC4. Ensure standards, reference sample, templates, dies etc. are available near cutting		13	4	8	1
	PC5. Ensure that the fabric is cut with precision		16	3	13	0
	PC6. Ensure that all the trims and accessories for the product are cut as per the requirement		16	6	10	0
	PC7. Ensure that the cut fabric is properly ticketed and bundled and delivered to respective departments		17	5	10	2
	Total		100	30	65	5



4. AMH/N0613 (Maintain health, safety and security in the cutting department)	PC1. Keep vigilance for potential risks and threats associated with workplace and equipment like, hot iron, knife, stain removers etc.	30	5	1	3	1
	PC2. Ensure appropriate PPE is used while operating the handheld electrical cutter with the help of mesh gloves, etc.		5	2	2	1
	PC3. Establish and Ensure Process compliance to its requirements		6	2	2	2
	PC4. Monitor the workplace and work processes for potential risks and threats		6	2	3	1
	PC5. Participate in mock-drills/evacuation procedures organized at the workplace		4	1	3	0
	PC6. Undertake first-aid, fire-fighting and emergency response training if asked to do so		4	1	3	0
	<b>Total</b>		<b>30</b>	<b>9</b>	<b>16</b>	<b>5</b>
5. AMH/N0102 (Maintain workarea, tools and machines)	PC1. Handle materials, machinery, equipment and tools safely and correctly	40	3	1	2	0
	PC2. Use correct lifting and handling procedures		3	0	2	1
	PC3. Use materials to minimize waste		3	1	1	1
	PC4. Maintain a clean and hazard free working area		3	1	2	0
	PC5. Maintain tools, equipments and machines		2	0	2	0
	PC6. Carry out running maintenance within agreed schedules		4	1	2	1
	PC7. Carry out maintenance and/or cleaning within one's responsibility		2	0	2	0
	PC8. Report unsafe equipment and other dangerous occurrences		3	2	1	0
	PC9. Ensure that the correct machine guards are in place		3	1	2	0

### CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Fabric Cutter- Apparel, Made-ups and Home Furnishing

**Qualification Pack** AMH/Q1510

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

#### 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
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5. To pass the Qualification Pack, every trainee should score a minimum of 70% aggregate in a 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

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N1510 (Plan and Prepare the process of cutting fabrics as per the job card received)</b>	PC1. Check the fabrics for defects for severity and quantity like holes, stains, slubs, missing pick, etc.	<b>80</b>	<b>15</b>	4	10	1
	PC2. Calculate the number of components to be cut for a particular style as per job card		<b>15</b>	7	7	1
	PC3. Calculate the quantity of fabrics needed against the job card received		<b>17</b>	7	8	2
	PC4. Check for marker types as per fabric lay forms		<b>11</b>	2	8	1
	PC5. Lay the fabrics in such a way so as to ensure the wastages is within defined tolerance		<b>12</b>	2	9	1
	PC6. Spread the marker on the lay		<b>10</b>	3	6	1
			<b>80</b>	<b>25</b>	<b>48</b>	<b>7</b>
<b>2. AMH/N1511 (Cut fabrics as per plan received from production planning)</b>	PC1. Ensure the fabric lays are clipped at suitable points to restrict sliding of fabric layers during cutting	<b>100</b>	<b>22</b>	5	15	2

	PC2. Cut the fabric layers manually or with electrically operated cutting equipments like band knife, straight knife, etc. as per mentioned in the job card		<b>28</b>	8	18	2
	PC3. Identify the cut parts, count tickets and then group them well to pass on		<b>24</b>	8	13	3
	PC4. Ensure the bundled tickets have all the necessary information like style number, cut piece name, etc.		<b>26</b>	9	14	3
			<b>100</b>	<b>30</b>	<b>60</b>	<b>10</b>
<b>3. AMH/N1512 (Maintain health, safety and security in the cutting workplace)</b>	PC1. Ensure safe and secure handling of cutting tools	<b>45</b>	<b>9</b>	2	6	1
	PC2. Ensure use of safety measure and/or device to cutting of fabric with electrical handheld cutter like mesh gloves, etc.		<b>8</b>	2	5	1
	PC3. Monitor the workplace and work processes for potential risks and threats such as physical injuries or disability, etc.		<b>10</b>	3	5	2
	PC4. Participate in mock-drills/evacuation procedures organized at the workplace		<b>9</b>	3	5	1
	PC5. Undertake first-aid, fire-fighting and emergency response training		<b>9</b>	2	6	1
			<b>45</b>	<b>12</b>	<b>27</b>	<b>6</b>
<b>4. AMH/N0102 (Maintain workarea, tools and machines)</b>	PC1. Handle materials, machinery, equipment and tools safely and correctly	<b>40</b>	<b>3</b>	0.5	2	0.5
	PC2. Use correct lifting and handling procedures		<b>3</b>	1	2	0
	PC3. Use materials to minimize waste		<b>3</b>	1	1	1
	PC4. Maintain a clean and hazard free working area		<b>3</b>	1	2	0
	PC5. Maintain tools and equipments		<b>2</b>	0	2	0

	PC6. Carry out running maintenance within agreed schedules		4	1	2	1
	PC7. Carry out maintenance and/or cleaning within one's responsibility		2	0	2	0
	PC8. Report unsafe equipment and other dangerous occurrences		3	0.5	2	0.5
	PC9. Ensure that the correct machine guards are in place		3	1	2	0
	PC10. Work in a comfortable position with the correct posture		2	0	2	0
	PC11. Use cleaning equipment and methods appropriate for the work to be carried out		4	1.5	2	0.5
	PC12. Dispose of waste safely in the designated location		2	0	2	0
	PC13. Store cleaning equipment safely after use		2	0	2	0
	PC14. Carry out cleaning according to schedules and limits of responsibility		4	1.5	2	0.5
				<b>40</b>	<b>9</b>	<b>27</b>
<b>5. AMH/N0104 (Comply with industry, regulatory and organizational requirements)</b>	PC1. Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures	<b>35</b>	7	2.5	4	0.5
	PC2. Seek and obtain clarifications on policies and procedures, from your supervisor or other authorized personnel		6	2.5	3	0.5
	PC3. Apply and follow these policies and procedures within your work practices		7	3	3	1
	PC4. Provide support to your supervisor and team members in enforcing these considerations		7	2.5	4	0.5
	PC5. Identify and report any possible deviation to these requirements		8	3.5	4	0.5
	<b>Total Marks</b>		<b>300</b>	<b>35</b>	<b>14</b>	<b>18</b>
			<b>90</b>	<b>180</b>	<b>30</b>	

### CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Fabric Cutter- Apparel, Made-ups and Home Furnishing

**Qualification Pack** AMH/Q1510

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

#### 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 approved 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 a 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

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N1510 (Plan and Prepare the process of cutting fabrics as per the job card received)</b>	PC1. Check the fabrics for defects for severity and quantity like holes, stains, slubs, missing pick, etc.	<b>80</b>	<b>15</b>	4	10	1
	PC2. Calculate the number of components to be cut for a particular style as per job card		<b>15</b>	7	7	1
	PC3. Calculate the quantity of fabrics needed against the job card received		<b>17</b>	7	8	2
	PC4. Check for marker types as per fabric lay forms		<b>11</b>	2	8	1
	PC5. Lay the fabrics in such a way so as to ensure the wastages is within defined tolerance		<b>12</b>	2	9	1
	PC6. Spread the marker on the lay		<b>10</b>	3	6	1
			<b>80</b>	<b>25</b>	<b>48</b>	<b>7</b>
<b>2. AMH/N1511 (Cut fabrics as per plan received from production planning)</b>	PC1. Ensure the fabric lays are clipped at suitable points to restrict sliding of fabric layers during cutting	<b>100</b>	<b>22</b>	5	15	2

	PC2. Cut the fabric layers manually or with electrically operated cutting equipments like band knife, straight knife, etc. as per mentioned in the job card		<b>28</b>	8	18	2
	PC3. Identify the cut parts, count tickets and then group them well to pass on		<b>24</b>	8	13	3
	PC4. Ensure the bundled tickets have all the necessary information like style number, cut piece name, etc.		<b>26</b>	9	14	3
			<b>100</b>	<b>30</b>	<b>60</b>	<b>10</b>
<b>3. AMH/N1512 (Maintain health, safety and security in the cutting workplace)</b>	PC1. Ensure safe and secure handling of cutting tools	<b>45</b>	<b>9</b>	2	6	1
	PC2. Ensure use of safety measure and/or device to cutting of fabric with electrical handheld cutter like mesh gloves, etc.		<b>8</b>	2	5	1
	PC3. Monitor the workplace and work processes for potential risks and threats such as physical injuries or disability, etc.		<b>10</b>	3	5	2
	PC4. Participate in mock-drills/evacuation procedures organized at the workplace		<b>9</b>	3	5	1
	PC5. Undertake first-aid, fire-fighting and emergency response training		<b>9</b>	2	6	1
			<b>45</b>	<b>12</b>	<b>27</b>	<b>6</b>
<b>4. AMH/N0102 (Maintain workarea, tools and machines)</b>	PC1. Handle materials, machinery, equipment and tools safely and correctly	<b>40</b>	<b>3</b>	0.5	2	0.5
	PC2. Use correct lifting and handling procedures		<b>3</b>	1	2	0
	PC3. Use materials to minimize waste		<b>3</b>	1	1	1
	PC4. Maintain a clean and hazard free working area		<b>3</b>	1	2	0
	PC5. Maintain tools and equipments		<b>2</b>	0	2	0

	PC6. Carry out running maintenance within agreed schedules		4	1	2	1
	PC7. Carry out maintenance and/or cleaning within one's responsibility		2	0	2	0
	PC8. Report unsafe equipment and other dangerous occurrences		3	0.5	2	0.5
	PC9. Ensure that the correct machine guards are in place		3	1	2	0
	PC10. Work in a comfortable position with the correct posture		2	0	2	0
	PC11. Use cleaning equipment and methods appropriate for the work to be carried out		4	1.5	2	0.5
	PC12. Dispose of waste safely in the designated location		2	0	2	0
	PC13. Store cleaning equipment safely after use		2	0	2	0
	PC14. Carry out cleaning according to schedules and limits of responsibility		4	1.5	2	0.5
				<b>40</b>	<b>9</b>	<b>27</b>
<b>5. AMH/N0104 (Comply with industry, regulatory and organizational requirements)</b>	PC1. Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures	<b>35</b>	7	2.5	4	0.5
	PC2. Seek and obtain clarifications on policies and procedures, from your supervisor or other authorized personnel		6	2.5	3	0.5
	PC3. Apply and follow these policies and procedures within your work practices		7	3	3	1
	PC4. Provide support to your supervisor and team members in enforcing these considerations		7	2.5	4	0.5
	PC5. Identify and report any possible deviation to these requirements		8	3.5	4	0.5
	<b>Total Marks</b>		<b>300</b>	<b>35</b>	<b>14</b>	<b>18</b>
			<b>90</b>	<b>180</b>	<b>30</b>	

## CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Finisher

**Qualification Pack** AMH/Q2255

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

### 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 approved 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 a 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

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N2255(Plan and organize finishing processes)</b>	PC1. Review orders received from the supervisor as per style/product category/class	<b>90</b>	<b>15</b>	5	8	2
	PC2. Identify broad finishing operation required to the product class/category		<b>16</b>	6	8	2
	PC3. Split finishing operations for a particular style of product category into discrete processes or sub-processes (thread cutting, spotting, ironing, washing, dry cleaning etc.)		<b>20</b>	7	11	2
	PC4. Organize processes or sub-processes of finishing like thread cutting, spotting, etc. in a defined sequence to ensure productivity and quality		<b>14</b>	4	8	2
	PC5. Ensure availability of materials, resources, tools and equipments as needed for execution of his own tasks as per process sequence		<b>15</b>	5	9	1



	PC6. Report to the supervisor in case of any doubt or shortage of materials		10	3	6	1
			<b>90</b>	<b>30</b>	<b>50</b>	<b>10</b>
<b>2. AMH/N2256 (Perform finishing operations)</b>	PC1. Ensure there is no accumulation of materials at any process stage	<b>105</b>	20	6	13	1
	PC2. Check the products at predefined stages as per customer/company norms and standards		20	7	12	1
	PC3. Identify and rectify (if possible) the defects found		20	7	12	1
	PC4. Coordinate with supervisor who further coordinates with the planning and packing department to ensure materials are processed and delivered as per priority for delivery schedule		25	9	15	1
	PC5. Ensure standards, reference sample, templates etc. are available at respective process stages		20	6	13	1
			<b>105</b>	<b>35</b>	<b>65</b>	<b>5</b>
<b>3. AMH/N2257 (Maintain health, safety and security in the finishing department)</b>	PC1. Keep vigilance for potential risks and threats associated with workplace and equipment like, hot iron, knife, stain removers etc.	<b>30</b>	5	1.5	3	0.5
	PC2. Ensure handling of tools and equipments safely and securely with the help of gloves, nose masks, etc.		5	1.5	3	0.5
	PC3. Establish and Ensure Process compliance to its requirements		6	2.5	3	0.5
	PC4. Check the workplace and work processes for potential risks and threats like physical injuries/disability if in direct contact with the chemicals, fire, etc.		6	1	4	1
	PC5. Participate in mock-drills/evacuation procedures organized at the workplace		4	1.5	2	0.5

	PC6. Undertake first-aid, fire-fighting and emergency response training		<b>4</b>	<b>1</b>	<b>2</b>	<b>1</b>
			<b>30</b>	<b>9</b>	<b>17</b>	<b>4</b>
<b>4. AMH/N0102 (Maintain workarea, tools and machines)</b>	PC1. Handle materials, machinery, equipment and tools safely and correctly	<b>40</b>	<b>3</b>	<b>0</b>	<b>2</b>	<b>1</b>
	PC2. Use correct lifting and handling procedures		<b>3</b>	<b>1</b>	<b>2</b>	<b>0</b>
	PC3. Use materials to minimize waste		<b>3</b>	<b>1</b>	<b>1</b>	<b>1</b>
	PC4. Maintain a clean and hazard free working area		<b>3</b>	<b>0</b>	<b>2</b>	<b>1</b>
	PC5. Maintain tools and equipments		<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>
	PC6. Carry out running maintenance within agreed schedules		<b>4</b>	<b>1</b>	<b>2</b>	<b>1</b>
	PC7. Carry out maintenance and/or cleaning within one's responsibility		<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>
	PC8. Report unsafe equipment and other dangerous occurrences		<b>3</b>	<b>1</b>	<b>1</b>	<b>1</b>
	PC9. Ensure that the correct machine guards are in place		<b>3</b>	<b>1</b>	<b>2</b>	<b>0</b>
	PC10. Work in a comfortable position with the correct posture		<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>
	PC11. Use cleaning equipment and methods appropriate for the work to be carried out		<b>4</b>	<b>1</b>	<b>2</b>	<b>1</b>
	PC12. Dispose of waste safely in the designated location		<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>
	PC13. Store cleaning equipment safely after use		<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>
	PC14. Carry out cleaning according to schedules and limits of responsibility		<b>4</b>	<b>1</b>	<b>2</b>	<b>1</b>
			<b>40</b>	<b>7</b>	<b>26</b>	<b>7</b>
<b>5. AMH/N0104 (Comply with industry, regulatory and organizational)</b>	PC1. Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures	<b>35</b>	<b>7</b>	<b>2.5</b>	<b>4</b>	<b>0.5</b>

## CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Hand Embroiderer (Addawala)

**Qualification Pack** AMH/Q1010

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

### 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 approved 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 50% aggregate in a 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

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
1. AMH/N1010 (Plan and organize the process of hand embroidery (adda wala))	PC1. Inspect base fabric to check against presence of any objectionable defects	<b>90</b>	<b>25</b>	6	17	2
	PC2. Check tracing (khaka) for clarity of the markings (tracing lines)		<b>23</b>	5	16	2
	PC3. Check the fabric is fixed on the frames with requisite amount of tension or tautness		<b>25</b>	8	16	1
	PC4. Check availability of tools and accessories needed for embroidery		<b>17</b>	5	11	1
			<b>90</b>	<b>24</b>	<b>60</b>	<b>6</b>
2. AMH/N1011 (Carry out the process of embroidery as per customer requirements)	PC1. Trace the khakha on the fabric	<b>110</b>	<b>11</b>	4	7	0
	PC2. Select the appropriate needle and the thread according to the texture, fibre of the materials and the embroidery to be done		<b>12</b>	3	7	2

	PC3. Check with the senior when unsure of the product details		<b>12</b>	5	5	2
	PC4. Carry out flat stitches like back stitch, stem stitch, satin stitch, Kashmiri stitch, etc.		<b>13</b>	3	9	1
	PC5. Carry out loop stitches like chain stitch, button hole stitch, blanket stitch, etc.		<b>13</b>	3	9	1
	PC6. Carry out sequins work and knotted stitch like French knot, double knot, etc.		<b>13</b>	3	9	1
	PC7. Check to ensure the embroidery matches with the design as per sample given		<b>7</b>	2.5	4	0.5
	PC8. Check the embroidery is free from defects like skip stitch, loose stitch, etc.		<b>7</b>	2.5	4	0.5
	PC9. Check the embroidered piece is free from surface defects like oil stains, dirt stains, etc.		<b>7</b>	2.5	4	0.5
	PC10. Minimise and dispose the waste materials in the approved and appropriate manner		<b>7</b>	2.5	4	0.5
	PC11. Respond appropriately of the embroidery does not match the specifications of the product		<b>8</b>	3	4	1
			<b>110</b>	<b>34</b>	<b>66</b>	<b>10</b>
<b>3. AMH/N1012 (Maintain health, safety and security at the embroidery workplace (adda))</b>	PC1. Ensure safe and secure handling of needles, pins, beads, sequins, etc.	<b>30</b>	<b>6</b>	2	3	1
	PC2. Ensure storage of materials and equipments in line with manufacturer's and organizational requirements		<b>5</b>	2	2	1
	PC3. Check the workplace and work processes for potential risks and threats like fire, physical injuries, etc.		<b>7</b>	3	3	1
	PC4. Participate in mock-drills/evacuation procedures organized at the workplace		<b>6</b>	2	3	1
	PC5. Undertake first-aid, fire-fighting and emergency response training		<b>6</b>	2	3	1

			30	11	14	5
<b>4. AMH/N0102 (Maintain workarea, tools and machines)</b>	PC1. Handle materials, machinery, equipment and tools safely and correctly	<b>40</b>	3	1	2	0
	PC2. Use correct lifting and handling procedures		3	1	2	0
	PC3. Use materials to minimize waste		3	1	1	1
	PC4. Maintain a clean and hazard free working area		3	0	2	1
	PC5. Maintain tools and equipments		2	0	2	0
	PC6. Carry out running maintenance within agreed schedules		4	1	2	1
	PC7. Carry out maintenance and/or cleaning within one's responsibility		2	0	2	0
	PC8. Report unsafe equipment and other dangerous occurrences		3	2	1	0
	PC9. Ensure that the correct machine guards are in place		3	1	2	0
	PC10. Work in a comfortable position with the correct posture		2	0	2	0
	PC11. Use cleaning equipment and methods appropriate for the work to be carried out		4	1	2	1
	PC12. Dispose of waste safely in the designated location		2	0	2	0
	PC13. Store cleaning equipment safely after use		2	0	2	0
	PC14. Carry out cleaning according to schedules and limits of responsibility		4	1	2	1
		<b>40</b>	<b>9</b>	<b>26</b>	<b>5</b>	
<b>5. AMH/N0104 (Comply with industry, regulatory and organizational requirements)</b>	PC1. Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures	<b>30</b>	6	2	3	1
	PC2. Seek and obtain clarifications on policies and procedures, from your supervisor or other authorized personnel		5	2	2	1

**CRITERIA FOR ASSESSMENT OF TRAINEES**

**Job Role** Line Supervisor - Stitching

**Qualification Pack** AMH/Q0601

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

**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 approved 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 a 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

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N0601 (Plan and organize Sewing processes)</b>	PC1. Review orders received from Production Planning as per style/product category/class	<b>80</b>	<b>15</b>	6	7	2
	PC2. Identify broad stitching operation required to sew the product class/category		<b>13</b>	4	6	3
	PC3. Split sewing operation for a particular style of product category into discrete stitching processes for component sewing (like, pocket attaching, side joining, collar sewing etc.)		<b>15</b>	5	8	2
	PC4. Organize processes or sub-processes in assembly line sequence to ensure productivity, easy monitoring and quality		<b>13</b>	5	7	1
	PC5. Ensure availability of materials, resources, tools and equipments as needed for execution of tasks as per assembly line sequence		<b>12</b>	2	9	1

	PC6. Allocate manpower (operators, helpers etc.) based on skillset and suitability for distinct processes or sub-processes		12	3	8	1
			80	25	45	10
<b>2. AMH/N0602 (Supervise sewing operations)</b>	PC1. Ensure there is no accumulation of materials at any process stage	<b>100</b>	16	5	10	1
	PC2. Ensure the workload is equitably distributed as per skillset, speed and performance		15	5	9	1
	PC3. Ensure the products are checked at predefined stages as per customer/company norms and standards		17	5	11	1
	PC4. Ensure materials are processed as per priority for delivery schedule		18	5	12	1
	PC5. Ensure standards, reference sample, templates etc. are available at respective process stages		15	5	9	1
	PC6. Maintain records for production and quality		19	7	11	1
			100	32	62	6
<b>3. AMH/N0603 (Maintain health, safety and security in the production department)</b>	PC1. Keep vigilance for potential risks and threats associated with workplace and equipment like, sewing machines, thread cutters, scissors, etc.	<b>30</b>	5	1.5	3	0.5
	PC2. Ensure handling of tools and equipments safely and securely like insulating pad (electric iron) etc.		5	2	2	1
	PC3. Establish and Ensure Process compliance to its requirements		6	2.5	2	1.5
	PC4. Monitor the workplace and work processes for potential risks and threats like shot circuits, fire, etc.		6	2	3	1
	PC5. Participate in mock-drills/evacuation procedures organized at the workplace		4	0.5	3	0.5

	PC6. Undertake first-aid, fire-fighting and emergency response training		4	0.5	3	0.5
			<b>30</b>	<b>9</b>	<b>16</b>	<b>5</b>
<b>4. AMH/N0102 (Maintain workarea, tools and machines)</b>	PC1. Handle materials, machinery, equipment and tools safely and correctly	<b>40</b>	3	1	2	0
	PC2. Use correct lifting and handling procedures		3	1	2	0
	PC3. Use materials to minimize waste		3	1	1	1
	PC4. Maintain a clean and hazard free working area		3	0.5	2	0.5
	PC5. Maintain tools and equipment		2	0	2	0
	PC6. Carry out running maintenance within agreed schedules		4	1	2	1
	PC7. Carry out maintenance and/or cleaning within one's responsibility		2	0	2	0
	PC8. Report unsafe equipment and other dangerous occurrences		3	0.5	2	0.5
	PC9. Ensure that the correct machine guards are in place		3	1	2	0
	PC10. Work in a comfortable position with the correct posture		2	0	2	0
	PC11. Use cleaning equipment and methods appropriate for the work to be carried out		4	1	2	1
	PC12. Dispose of waste safely in the designated location		2	0	2	0
	PC13. Store cleaning equipment safely after use		2	0	2	0
	PC14. Carry out cleaning according to schedules and limits of responsibility		4	1	2	1
		<b>40</b>	<b>8</b>	<b>27</b>	<b>5</b>	
<b>5. AMH/N0104 (Comply with industry, regulatory and organizational requirements)</b>	PC1. Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures	<b>25</b>	5	1	3	1



### CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Merchandiser – Made-up & Home Furnishing

**Qualification Pack** AMH/Q0911

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

#### 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 approved 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 a 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

NOS	Performance Criteria	Total Marks	Marks Allocation			
			Out Of	Theory	Skills Practical	Viva
<b>1. AMH/N0911 (Develop and present merchandising plan for business development)</b>	PC1. Conduct research on market trends and forecast	<b>110</b>	<b>17</b>	7	9	1
	PC2. Identify vendors/suppliers for raw materials, fabrics and trims and evaluate capability and commitment of vendors with respect to its potential to supply its sample stage and bulk production stage		<b>13</b>	4	9	0
	PC3. Negotiate with vendors for price and availability of materials like fabrics, trims, accessories, etc.		<b>16</b>	4	9	3
	PC4. Identify nature and degree of involvement required by pattern maker and tailor		<b>14</b>	4	9	1
	PC5. Check the techpack received and identify it with the design brief given by the designer and also check if all specifications are there in the techpack		<b>8</b>	1	6	1

	PC6. Check the specification sheet prepared in accordance with standard format		6	2	3	1
	PC7. Send techpack to IE department to calculate SAM		12	5	7	0
	PC8. Check if the patterns developed are according to the shrinkage report, tested and received		8	3	4	1
	PC8. Develop TNA to define and monitor progress of the project related to manufacturing order		16	7	9	0
			<b>110</b>	<b>37</b>	<b>65</b>	<b>8</b>
<b>2. AMH/N0912 (Communicate with client and manage merchandising documents)</b>	PC1. Collect sample order as per design catalogue	<b>95</b>	16	6	9	1
	PC2. Receive order confirmation or PO from the client		18	7	10	1
	PC3. Collect information of style and quantity of materials and information about labels, tags, packaging methods, etc. from the buyer		18	7	10	1
	PC4. Approval and updation of all work sheets like trims sheet, fabric sheet, consumption sheet (fabric and thread) this also includes in techpack, if any, required		11	2	7	2
	PC4. Get approval of samples at different stages of manufacturing like proto sample, pre-production sample, etc.		16	7	8	1
	PC5. Maintain complete set of documents with all information including communications, proto samples, test reports and compliances and maintain records of past orders received and fulfilled		16	7	8	1
			<b>95</b>	<b>36</b>	<b>52</b>	<b>7</b>
<b>3. AMH/N0913 (Plan and monitor merchandising objectives)</b>	PC1. Ensure TNA prepared is updated regularly and duly checked	<b>85</b>	11	3	7	1

	PC2. Prepare a well formed BOM (Bill of Material) for each of the styles in the collection		8	3	4	1
	PC3. Check procurement status of raw materials, trims, etc.		13	3	9	1
	PC4. Calculate initial costing of the sample derived		7	3	3	1
	PC5. Ensure production file is complete for all information like approved sample, teckpack, comments, trim cards, test reports		11	2	8	1
	PC6. Conduct regular meetings to share buyer comments and feedback		12	3	7	2
	PC7. Monitor order progress and communicate with buyer if any clarification is required		10	1	8	1
	PC8. Coordinate with buyer to fix date for initial/mid/final inspection of shipment		13	4	7	2
			<b>85</b>	<b>22</b>	<b>53</b>	<b>10</b>
<b>4. AMH/N0914 (Maintain health, safety and security in the merchandising department)</b>	PC1. Keep vigilance for potential risks and threats associated with workplace and equipment	<b>30</b>	6	1	4	1
	PC2. Ensure the handling of tools and equipments safely and securely amongst the workers as well as for personal safety		6	1	4	1
	PC3. Monitor the workplace and work processes for potential risks and threats in their respective departments		6	1	4	1
	PC4. Plan and ensure the workers' participation in mock-drills/evacuation procedures organized at the workplace		6	1	4	1
	PC5. Plan and ensure that the workers undertake first-aid, fire-fighting and emergency response training		6	1	4	1
			<b>30</b>	<b>5</b>	<b>20</b>	<b>5</b>

## CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Pattern Master

**Qualification Pack** AMH/Q1105

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

### 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 approved 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 a 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

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N1105 (Plan and Prepare for process of pattern making as per techpack received)</b>	PC1. Collect, Comprehend and Compile information from various sources viz. Designer/Buyer/Merchandiser	<b>115</b>	<b>22</b>	8	12	2
	PC2. Analyse information and translate inputs as per company procedure		<b>21</b>	6	13	2
	PC3. Coordinate with concerned Designer and Merchandiser for clarity of information against techpack received		<b>22</b>	5	15	2
	PC4. Incorporate and accommodate review inputs alongside the techpack		<b>24</b>	9	13	2
	PC5. Create paper patterns with all details like notches, parts marking (pockets, button holes, pleats, etc.) for bulk production		<b>26</b>	7	17	2
			<b>115</b>	<b>35</b>	<b>70</b>	<b>10</b>

<b>2. AMH/N1106 (Inspect and validate pattern)</b>	PC1. Check sketches, design specifications to meet quantities, shapes and sizes of pattern parts	<b>90</b>	<b>15</b>	4	10	1
	PC2. Test pattern by making garment sample to check fit, fall, and other aesthetic and functional attributes		<b>12</b>	3	8	1
	PC3. Review pattern against test performance		<b>14</b>	5	7	2
	PC4. Accommodate and incorporate changes in the pattern		<b>15</b>	4	10	1
	PC5. Create final pattern with all changes accommodated		<b>17</b>	5	11	1
	PC6. Create master pattern for different sizes of garments, made-ups and home furnishing articles within a style for mass production		<b>17</b>	5	11	1
			<b>90</b>	<b>26</b>	<b>57</b>	<b>7</b>
<b>3. AMH/N1107 (Maintain health, safety and security in the pattern making workplace)</b>	PC1. Keep vigilance for potential risks and threats associated with workplace and equipment like cuts from cutters, scissors, shears, etc.	<b>30</b>	<b>6</b>	2.5	3	0.5
	PC2. Handle tools and equipments like cutters, scissors, etc. safely and securely		<b>5</b>	2.5	2	0.5
	PC3. Monitor the workplace and work processes for potential risks and threats		<b>7</b>	3	3	1
	PC4. Participate in mock-drills/evacuation procedures organized at the workplace		<b>6</b>	2.5	3	0.5
	PC5. Undertake first-aid, fire-fighting and emergency response training		<b>6</b>	2.5	3	0.5
			<b>30</b>	<b>13</b>	<b>14</b>	<b>3</b>
<b>4. AMH/N0102 (Maintain workarea, tools and machines)</b>	PC1. Handle materials, machinery, equipment and tools safely and correctly	<b>40</b>	<b>3</b>	1	2	0
	PC2. Use correct lifting and handling procedures		<b>3</b>	1	2	0

	PC3. Use materials to minimize waste		3	1	1	1
	PC4. Maintain a clean and hazard free working area		3	1	2	0
	PC5. Maintain tools and equipments		2	0	2	0
	PC6. Carry out running maintenance within agreed schedules		4	1	2	1
	PC7. Carry out maintenance and/or cleaning within one's responsibility		2	0	2	0
	PC8. Report unsafe equipment and other dangerous occurrences		3	2	1	0
	PC9. Ensure that the correct machine guards are in place		3	0	2	1
	PC10. Work in a comfortable position with the correct posture		2	0	2	0
	PC11. Use cleaning equipment and methods appropriate for the work to be carried out		4	1	2	1
	PC12. Dispose of waste safely in the designated location		2	0	2	0
	PC13. Store cleaning equipment safely after use		2	0	2	0
	PC14. Carry out cleaning according to schedules and limits of responsibility		4	1	2	1
			<b>40</b>	<b>9</b>	<b>26</b>	<b>5</b>
<b>5. AMH/N0104 (Comply with industry, regulatory and organizational requirements)</b>	PC1. Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures	<b>25</b>	5	1	3	1
	PC2. Seek/Obtain/Provide clarifications on policies and procedures, from your supervisor or other authorized personnel		4	1	2	1
	PC3. Apply and follow these policies and procedures within your work practices		4	1	3	0

### CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Processing Supervisor (Dyeing & Printing)

**Qualification Pack** AMH/Q0615

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

#### 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 approved 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 a 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

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N0615 (Plan and organize materials to be dyed and printed as per customer requirements and Dyes &amp; Chemicals)</b>	PC1. Understand the task mentioned in the work order	<b>80</b>	<b>7</b>	4	2	1
	PC2. Ensure that all weighing scales, mixers, mixing tanks, etc. are clean		<b>7</b>	1	5	1
	PC3. Follow the preventive maintenance schedule and ensure that all controls of the equipments are functioning properly		<b>8</b>	3	4	1
	PC4. Ensure availability of resources (dyes & chemicals), materials for dyeing and printing with location and contact person etc.		<b>16</b>	4	11	1
	PC5. Ensure dyes and chemicals are arranged with distinct lot number		<b>13</b>	3	8	2
	PC6. Allocate dyeing machines based on dyeing cycle, machine availability, colour type, urgency and priority of shade required		<b>18</b>	7	10	1

	PC7. Allocate operators based on skill suitability for dyeing technicalities and printing sophistications		11	2	8	1
			<b>80</b>	<b>24</b>	<b>48</b>	<b>8</b>
<b>2. AMH/N0616 (Develop recipe for dyeing and printing as per the customer requirement or pantone shade)</b>	PC1. Understand the process parameters for dyeing and printing with all technicalities and technologies	<b>90</b>	10	5	3	2
	PC2. Use PPE before and while working in colour store		4	0	3	1
	PC3. Weigh all dyestuff separately (bigger quantity first and smaller quantity last, below 20 gms. should be weighed on precision balance)		17	5	11	1
	PC4. Develop dyeing recipe with details like dyeing cycle, MLR, and other parameters		31	10	20	1
	PC5. Check the shades developed against standard sample and/or pantone shade card		15	4	10	1
	PC6. Check that all controls are functioning properly		13	3	8	2
			<b>90</b>	<b>27</b>	<b>55</b>	<b>8</b>
<b>3. AMH/N0617 (Supervise the process of dyeing and printing as per plan received from production planning)</b>	PC1. Ensure dyeing and printing process is executed as per defined dyeing cycle and printing process steps	<b>100</b>	23	7	15	1
	PC2. Ensure materials after dyeing are washed as per defined washing cycle		25	7	16	2
	PC3. Ensure materials after dyeing are hydro-extracted as per defined process parameters		26	8	17	1
	PC4. Ensure materials after dyeing are dried as per defined process parameters		26	8	17	1
			<b>100</b>	<b>30</b>	<b>65</b>	<b>5</b>
<b>4. AMH/N0618 (Maintain health, safety and security in the processing)</b>	PC1. Ensure that procedures related to environment management system are being followed	<b>35</b>	4	1	2	1



department)	PC2. Ensure dyeing effluents before discharge complies with industrial and environmental requirements like BOD, COD, pH, colour, etc.		6	2	3	1
	PC3. Ensure the effluents are monitored periodically for compliance		5	2	2	1
	PC4. Ensure safe and secure handling of dyeing equipments, tools and machineries		6	3	2	1
	PC5. Monitor the workplace and work processes for potential risks and threats		6	2	3	1
	PC6. Ensure worker's participation in mock-drills/evacuation procedures organized at the workplace		4	1	3	0
	PC7. Ensure workers undertake first-aid, fire-fighting, and emergency response training		4	0	3	1
			<b>35</b>	<b>11</b>	<b>18</b>	<b>6</b>
5. AMH/N0102 (Maintain workarea, tools and machines)	PC1. Handle materials, machinery, equipment and tools safely and correctly	<b>40</b>	3	0	2	1
	PC2. Use correct lifting and handling procedures		3	1	2	0
	PC3. Use materials to minimize waste		3	1	1	1
	PC4. Maintain a clean and hazard free working area		3	0	2	1
	PC5. Maintain tools and equipments		2	0	2	0
	PC6. Carry out running maintenance within agreed schedules		4	1	2	1
	PC7. Carry out maintenance and/or cleaning within one's responsibility		2	0	2	0
	PC8. Report unsafe equipment and other dangerous occurrences		3	2	1	0
	PC9. Ensure that the correct machine guards are in place		3	0	2	1
	PC10. Work in a comfortable position with the correct posture		2	0	2	0

### CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Record Keeper

**Qualification Pack** AMH/Q1920

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

#### 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 approved 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 a 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

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N1920 (Plan to identify record needs and assign unique identification to records)</b>	PC1. Define codes and naming for Quality records at different stages of organization processes	<b>85</b>	<b>17</b>	5	10	2
	PC2. Identify needs for accounting of materials at different process stages as per quality plan like cutting, stitching, finishing, etc.		<b>15</b>	4	9	2
	PC3. Identify needs for recording data related to HR, stores, etc.		<b>17</b>	4	12	1
	PC4. Identify needs for recording data related to quality parameters and inspection/testing results like fabric inspection, stitching defects, color fastness, etc.		<b>15</b>	5	9	1
	PC5. Identify mode of collecting data for records like direct measurement, offline data collection, online data collection, data collection for sampling etc.		<b>21</b>	8	12	1
			<b>85</b>	<b>26</b>	<b>52</b>	<b>7</b>

<b>2. AMH/N1921 (Establish and maintain records as evidence to Process performance)</b>	PC1. Assign unique identification numbers for records	<b>115</b>	<b>24</b>	8	14	2
	PC2. Collect data as per defined procedure like measurement data of panels, fabrics, inspection data of quality, etc.		<b>21</b>	7	12	2
	PC3. Maintain records for final garments issued to washing, received from vendors, etc.		<b>23</b>	8	13	2
	PC4. Handling day-to-day activities, inventory and reporting to the record keeping supervisor/manager		<b>24</b>	7	16	1
	PC5. Disposal of old record defined as per organisation's laid down procedure		<b>23</b>	6	15	2
			<b>115</b>	<b>36</b>	<b>70</b>	<b>9</b>
<b>3. AMH/N1922 (Maintain health, safety and security in the record keeping workarea)</b>	PC1. Keep vigilance for potential risks and threats associated with workplace and equipments that are of electric or chemical nature, etc.	<b>65</b>	<b>15</b>	5	8	2
	PC2. Ensure handling of tools and equipments like cutter, scissors, etc. safely and securely		<b>15</b>	5	8	2
	PC3. Monitor the workplace and work processes for potential risks and threats such as fire, chemical leakage, etc.		<b>11</b>	3	7	1
	PC4. Participate in mock-drills/evacuation procedures organized at the workplace		<b>12</b>	3	8	1
	PC5. Undertake first-aid, fire-fighting and emergency response training		<b>12</b>	3	7	2
			<b>65</b>	<b>19</b>	<b>38</b>	<b>8</b>
<b>4. AMH/N0104 (Comply with industry, regulatory and organizational requirements)</b>	PC1. Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures	<b>35</b>	<b>7</b>	2	4	1
	PC2. Seek and obtain clarifications on policies and procedures, from your supervisor or other authorized personnel		<b>5</b>	1	3	1

	PC3. Apply and follow these policies and procedures within your work practices	7	2	4	1
	PC4. Provide support to your supervisor and team members in enforcing these considerations	8	2	5	1
	PC5. Identify and report any possible deviation to these requirements	8	2	4	2
	<b>Total Marks</b>	<b>35</b>	<b>9</b>	<b>20</b>	<b>6</b>
	<b>300</b>		<b>90</b>	<b>180</b>	<b>30</b>

### CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Self Employed Tailor

**Qualification Pack** AMH/Q1947

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

#### 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 approved by the SSC
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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 a 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

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N1947 (Drafting and cutting the fabric)</b>	PC1. Take body measurement of the customer or the product	<b>85</b>	<b>9</b>	3	5	1
	PC2. Select the appropriate tools and materials for drafting		<b>8</b>	2	5	1
	PC3. Mark the measurements of a garment on a piece of paper with the help of the tools and make the standard patterns for reference		<b>10</b>	3	7	0
	PC4. Cut the paper pattern as per the measurement		<b>12</b>	2	10	0
	PC5. Place the cut components of paper for cutting the cloth		<b>7</b>	1	5	1
	PC6. Select the appropriate tools and materials for cutting		<b>10</b>	2	7	1
	PC7. Measure the length and width of the material/fabric before starting to cut		<b>8</b>	1	7	0
	PC8. Ensure there are no defects on the material		<b>4</b>	1	3	0

	PC9. Lay the fabric on the table in accordance with fabric grain line, designs, checks or plaids, etc.		4	0	3	1
	PC10. Cut the various garment components with precision		6	0	5	1
	PC11. Avoid fabric/material wastage while cutting		3	0	3	0
	PC12. Organise cut components in a suitable bundle tied together		4	1	3	0
			<b>85</b>	<b>16</b>	<b>63</b>	<b>6</b>
<b>2. AMH/N1948 (Carry out the process of sewing for dress materials and common household items of textiles)</b>	PC1. Set machines according to manufacturers' instructions and sewing requirements	<b>110</b>	<b>18</b>	7	10	1
	PC2. Set machine controls for the materials being stitched		<b>17</b>	5	10	2
	PC3. Perform a test run to ensure machine is operating correctly		<b>21</b>	5	15	1
	PC4. Join cut components by stitching		<b>22</b>	5	14	3
	PC5. Carry out hand sewing (kaj making, button fixing, hemming, basic embroidery etc.)		<b>20</b>	6	12	2
	PC6. Make a final cost sheet		<b>12</b>	7	4	1
			<b>Total</b>	<b>110</b>	<b>35</b>	<b>65</b>
<b>3. AMH/N1949 (Carry out inspections and alterations to adjust corrections for fittings)</b>	PC1. Check fitting of the dress materials onto the customers	<b>50</b>	<b>17</b>	3	13	1
	PC2. Record required alteration needs and instructions on tags or labels and attach them to garments		<b>15</b>	9	5	1
	PC3. Carry out alterations as per records		<b>18</b>	6	12	0
			<b>50</b>	<b>18</b>	<b>30</b>	<b>2</b>
<b>4. AMH/N1950 (Maintain health, safety and security in the tailoring shop)</b>	PC1. Keep vigilance for potential risks and threats associated with shop and its equipments like fire, theft, etc.	<b>30</b>	<b>6</b>	2	3	1

	PC2. Handle tools and equipments like sewing machines, scissors, shears, etc. safely and securely		5	2	2	1
	PC3. Keep alert in the shop and during work processes to avoid potential risks and threats		7	3	3	1
	PC4. Install basic safety signage in the shop for customer knowledge as well		6	2	3	1
	PC5. Undertake first-aid, fire-fighting and emergency response training		6	2	3	1
			<b>30</b>	<b>11</b>	<b>14</b>	<b>5</b>
<b>5. AMH/N0102 (Maintain workarea, tools and machines)</b>	PC1. Handle materials, machinery, equipment and tools safely and correctly	<b>40</b>	3	0	2	1
	PC2. Use correct lifting and handling procedures		3	1	2	0
	PC3. Use materials to minimize waste		3	1	1	1
	PC4. Maintain a clean and hazard free working area		3	0	2	1
	PC5. Maintain tools and equipments		2	0	2	0
	PC6. Carry out running maintenance within agreed schedules		4	1	2	1
	PC7. Carry out maintenance and/or cleaning within one's responsibility		2	0	2	0
	PC8. Report unsafe equipment and other dangerous occurrences		3	2	1	0
	PC9. Ensure that the correct machine guards are in place		3	0	2	1
	PC10. Work in a comfortable position with the correct posture		2	0	2	0
	PC11. Use cleaning equipment and methods appropriate for the work to be carried out		4	1	2	1
	PC12. Dispose of waste safely in the designated location		2	0	2	0

**Job Role** Sourcing Manager

**Qualification Pack** AMH/Q0920

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

**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 approved by the SSC
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5. To pass the Qualification Pack, every trainee should score a minimum of 70% aggregate in a 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

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N0920 (Plan for the procurement of materials as per garment design requirements)</b>	PC1. Work with team members and conduct general market research in various categories of garments, made-ups and home furnishing	<b>75</b>	<b>9</b>	2	6	1
	PC2. Collect information about sourcing needs for materials like fabrics, trims and accessories from designing and merchandising department		<b>9</b>	3	5	1
	PC3. Plan the procurement strategy		<b>8</b>	5	2	1
	PC4. Identify suppliers for materials like fabrics, trims and accessories		<b>9</b>	3	4	2
	PC5. Evaluate suppliers for the capability of supplying materials with respect to price, quality, quantity, etc.		<b>10</b>	4	5	1
	PC6. Estimate lead time and the quantity with respect to material procurement		<b>5</b>	3	1	1



	PC7. Negotiate with supplier to ensure the deal at a competitive price		8	2	5	1
	PC8. Assess, manage and mitigate risks associated with the procurement		6	1	4	1
	PC9. Identify the changes of balance in buyer supplier power by analyzing the forecasting and the trend		5	3	1	1
	PC10. Monitor and forecast upcoming levels of demand		3	2	1	0
	PC11. Perform cost analysis and its benchmark		3	2	1	0
			<b>75</b>	<b>30</b>	<b>35</b>	<b>10</b>
<b>2. AMH/N0921 (Procure materials from national and international suppliers related to fabrics, trims and accessories)</b>	PC1. Compare suppliers on various index defined in a matrix like supplier capability, lead time, cost, quality, potential to future needs etc. to seek a reliable supplier buyer partnership	<b>85</b>	<b>18</b>	8	9	1
	PC2. Identify and evaluate the logistic constraints related to procurement		<b>15</b>	7	7	1
	PC3. Ensuring a proper supplier contract is prepared covering important aspects such as returns, payment terms, etc.		<b>18</b>	9	8	1
	PC4. Follow-up with the supplier for delivery		<b>17</b>	3	13	1
	PC5. Supervise and ensure that the materials are delivered on time as per the supplier contract in the right quantity, quality, etc.		<b>17</b>	3	13	1
			<b>85</b>	<b>30</b>	<b>50</b>	<b>5</b>
<b>3. AMH/N0922 (Supervise and Evaluate performance of subordinates)</b>	PC1. Set goals and targets for its subordinates as per organizational directives	<b>90</b>	<b>23</b>	6	15	2
	PC2. Create quantified measures and metrics to analyze the performance delivered by subordinates		<b>23</b>	8	14	1

	PC3. Ensure and implement strict adherence of all activities performed by subordinates to organizational guidelines		23	3	19	1
	PC4. Conduct appraisal as per respective performance documents		21	8	12	1
			90	25	60	5
<b>4. AMH/N0923 (Maintain records about procurement of materials)</b>	PC1. Adhere to work instructions defined for maintaining records of internal and external communications	<b>85</b>	18	4	12	2
	PC2. Maintain updated records of approved vendors		15	4	9	2
	PC3. Maintain records related to communications with suppliers		17	6	9	2
	PC4. Maintain records related to interdepartment communications for material requirements		18	6	10	2
	PC5. Maintain records related to complaints for purchased items and follow up for compensation/resolving issues		17	5	10	2
			85	25	50	10
<b>5. AMH/N924 (Maintain health, safety and security in the sourcing department)</b>	PC1. Keep vigilance for potential risks and threats associated with workplace and equipments like cutters, shears, adhesives, etc.	<b>30</b>	6	1	4	1
	PC2. Handle tools and equipments safely and securely		5	1	3	1
	PC3. Monitor the workplace and work processes for potential risks and threats like fire, physical injuries from sharp objects, etc.		7	1	5	1
	PC4. Ensure self and workers' participation in mock-drills/evacuation procedures organized at the workplace		6	1	4	1

### CRITERIA FOR ASSESSMENT OF TRAINEES

**Job Role** Washing Machine Operator

**Qualification Pack** AMH/Q1810

**Sector Skill Council** Apparel, Made-up's and Home Furnishing

#### 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
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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 a 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

NOS	Performance Criteria	Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N1810 (Plan and prepare the process of washing as per job card)</b>	PC1. Ensure that the machine is empty & clean	<b>70</b>	<b>14</b>	6	7	1
	PC2. Ensure garments are free from undesirable crease/fold/twist		<b>15</b>	6	8	1
	PC3. Check garments for any objectionable defects		<b>12</b>	5	7	0
	PC4. Mark the articles for washing with identifying code numbers or names using hand or machine markers		<b>8</b>	2	5	1
	PC5. Make sure the machine is kept clean at all times, before loading, while running and after unloading the fabric		<b>5</b>	0	4	1
	PC6. Check that all controls of the machines are functioning properly		<b>8</b>	2	5	1
	PC7. Ensure enough supply of utilities such as water, air and steam for proper functioning of the machine		<b>8</b>	2	6	0

		Total	70	23	42	5
<b>2. AMH/N1811 (Carrying out the washing process)</b>	PC1. Read and comprehend fully the process being followed to do the task of putting the detergent into the machine	<b>95</b>	<b>17</b>	6	10	1
	PC2. Check different parameters of the process like pH, color, temperature, length of washing cycle, etc.		<b>12</b>	3	8	1
	PC3. Run the machine as per the washing cycle referred in the job card		<b>23</b>	10	13	0
	PC4. Pick out one or two pieces from washed product randomly		<b>9</b>	2	7	0
	PC5. Compare the pieces with the standard reference sample		<b>11</b>	2	8	1
	PC6. Check the product for washing or rubbing fastness due to abrasion		<b>9</b>	2	6	1
	PC7. Remove the objects and place them in the drying machine as per the instructions in the job card		<b>7</b>	1	6	0
	PC8. Check the products for any stains or damage after the process		<b>7</b>	2	4	1
			<b>Total</b>	<b>95</b>	<b>28</b>	<b>62</b>
<b>3. AMH/N1812 (Maintain health, safety and security in the washing department)</b>	PC1. Identify different kinds of possible hazards (environmental, personal, ergonomic, chemical) of the industry	<b>35</b>	<b>7</b>	3	3	1
	PC2. Ensure washing effluents before discharge complies with industrial and environmental requirements like BOD, COD, pH, color, etc.		<b>8</b>	3	4	1
	PC3. Ensure the effluents are monitored periodically for compliance		<b>7</b>	2	4	1
	PC4. Ensure safe and secure handling of washing equipments, tools and machineries with the help of gloves, boots, etc.		<b>7</b>	3	4	0
	PC5. Follow environment management system related to the washing processes		<b>6</b>	3	3	0
				<b>35</b>	<b>14</b>	<b>18</b>

<b>4. AMH/N0102 (Maintain workarea, tools and machines)</b>	PC1. Handle materials, machinery, equipment and tools safely and correctly	<b>40</b>	3	0	2	1
	PC2. Use correct lifting and handling procedures		3	1	2	0
	PC3. Use materials to minimize waste		3	1	1	1
	PC4. Maintain a clean and hazard free working area		3	0	2	1
	PC5. Maintain tools and equipments		2	0	2	0
	PC6. Carry out running maintenance within agreed schedules		4	1	2	1
	PC7. Carry out maintenance and/or cleaning within one's responsibility		2	0	2	0
	PC8. Report unsafe equipment and other dangerous occurrences		3	1	1	1
	PC9. Ensure that the correct machine guards are in place		3	0	2	1
	PC10. Work in a comfortable position with the correct posture		2	0	2	0
	PC11. Use cleaning equipment and methods appropriate for the work to be carried out		4	1	2	1
	PC12. Dispose of waste safely in the designated location		2	0	2	0
	PC13. Store cleaning equipment safely after use		2	0	2	0
	PC14. Carry out cleaning according to schedules and limits of responsibility		4	1	2	1
	<b>40</b>	<b>6</b>	<b>26</b>	<b>8</b>		
<b>5. AMH/N0104 (Comply with industry, regulatory and organizational requirements)</b>	PC1. Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures	<b>30</b>	7	2	4	1
	PC2. Seek and obtain clarifications on policies and procedures, from your supervisor or other authorized personnel		8	3	4	1
	PC3. Apply and follow these policies and procedures within your work practices		4	1	3	0

## CRITERIA FOR ASSESSMENT OF TRAINEES

### Factory Compliance Auditor

#### AMH/Q2201

#### 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

		Total Marks 350	Out of	Marks Allocation		
				Theory	Skills Practical	Viva
1. AMH/N2201 (Evaluate information to determine compliance with standards)	PC1. Be updated with the system/industry regulations, policies and guidelines	100	6	3	1	2
	PC2. Analyse the standards which will be used to check the compliance		6	3	1	2
	PC3. Prepare an audit checklist		6	3	1	2
	PC4. Collect, analyse and evaluate the previous audit records		7	1	3	3
PC5. Make a note of the areas to focus on when conducting the audit based on the previous records/audit history	7		1	3	3	
PC6. Collect the necessary tools/reference papers and other materials that would be required for conducting compliance audit	7		2	2	3	
PC7. Confirm and communicate the compliance audit plan with the relevant people	6		1	3	2	

	PC8. Visit the factory and use the audit checklist to observe, gather information and evaluate the conformance with standards		7	1	3	3
	PC9. Verify the information received, and collect evidence for observations and audit findings		7	3	1	3
	PC10. Meet the relevant people associated with the factory operations & management and advise on the compliance standards		7	3	3	1
	PC11. Make a note of the areas of concern or non-conformities		7	3	3	1
	PC12. Communicate the audit findings to the relevant people		7	3	1	3
	PC13. Maintain integrity in the audit process		6	3	1	2
	PC14. Ensure all compliance points are checked and evaluated		7	3	1	3
	PC15. Make a note of all observations and findings		7	1	3	3
		<b>Total</b>	<b>100</b>	34	30	36
2.AMH/N 2202 Prepare Audit Report	PC1. Assess the information gathered during the audit.	100	9	5	2	2
	PC2. Categorize the findings as Conformance to standards or Non-Conformance, as the case maybe, for each of the areas inspected as per audit checklist.		9	5	2	2
	PC3. Attach supporting documents or fill in details regarding evidence.		9	2	2	5
	PC4. Identify and classify the non-conformances as major/minor or observation.		9	3	3	3
	PC5. Put in remarks and recommendations for each of the non-conformances or deviations.		9	3	5	1
	PC6. Ensure all areas of compliances are covered in the audit report.		9	3	2	4

	PC7. Use an approved template to create the audit report.		9	3	2	4
	PC8. Ensure the audit report is prepared and submitted on time to the concerned people, after the on-site audit.		9	3	3	3
	PC9. Keep the audit report in safe and secure condition		8	4	3	1
	PC10. Store the audit report in such a way that it can be retrieved whenever required.		10	5	3	2
	PC11. Maintain confidentiality of the audit report, wherever applicable.		10	3	5	2
		Total	100	39	32	29
3.AMH/N2203 Check Compliance with product protocol	PC1. Refer & analyse the Product Protocol with a reference sample to evaluate if the instructions & specifications given in the protocol have been followed	50	8	3	3	2
	PC2. Evaluate the Fabric / Accessories / Quality reports tested internally or externally		8	3	3	2
	PC3. Checks points where Quality Control has been exercised in Consultation with the immediate supervisor		8	3	3	2
	PC4. Communicate to all concerned the relevant standards with reference to the product protocol.		8	3	3	2
	PC5. Ensure that the standards have been clearly understood and seek confirmation of the same.		6	3	2	1
	PC6. Communicate proactively if the systems are not producing the desired outcome.		6	2	2	2
	PC7. Keep all the reference samples and reference manuals accessible and in a good condition.		6	3	2	1
		Total	50	20	18	12
4AMH/N2204 Maintain a	PC1. Comply with health and safety related	50	7	3	3	1



## CRITERIA FOR ASSESSMENT OF TRAINEES

### Embroidery Machine Operator (ZigZag Machine)

#### AMH/Q0801

#### 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
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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

		Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
1. AMH/N 0801 (Carry out different types of embroidery stitches using an embroidery machine)	PC1. Analyse & interpret the given design which needs to be embroidered & the type of embroidery that is required to be done	90	7	2	3	2
	PC2. Check the materials required for embroidery with the given specifications		5	1	3	1
	PC3. Setup the embroidery machine to the suited setting for carrying out the embroidery to be done		5	1	3	1
	PC4. Use the embroidery machine to carry out dotted stitch on given fabric / material		5	1	3	1
	PC5. Operate the embroidery machine to embroider different designs as per given pattern/art work such as variations of round leafs & pointed leafs		7	2	3	2
	PC6. Embroider any given pattern on fabric using the correct thread & materials, using the embroidery machine.		6	1	3	2
	PC7. Carry out appliqué work in machine		5	1	3	1

	embroidery & its variation					
	PC8. Carry out Dori work in machine embroidery as per given design/art work		5	1	3	1
	PC9. Carry out mirror work through machine embroidery as per given design		5	1	3	1
	PC10. Execute cut work through machine embroidery as per the given design		5	1	3	1
	PC11. Carry out round stitch in machine embroidery		5	1	3	1
	PC12. Conform to company quality standards		7	3	3	1
	PC13. Check with in charge /others when unsure of new product details		6	1	3	2
	PC14. Minimise and dispose the waste materials in the approved manner		5	1	3	1
	PC15. Carry out Operations at a rate which maintains workflow		5	1	3	1
	PC16. Respond appropriately if the embroidery do not meet product specification & take corrective action		7	2	3	2
	<b>Total</b>		<b>90</b>	<b>21</b>	<b>48</b>	<b>21</b>
2. AMH/N0802 (Embroider decorative designs using embroidery machine)	PC1. Make sure the work area is free from hazards	100	5	1	3	1
	PC2. Follow the instructions & design specifications given for the embroidery to be done		5	3	1	1
	PC3. Ask questions to obtain more information on tasks when the instructions you have are unclear		3	1	1	1
	PC4. Agree and review your agreed upon work targets with your supervisor and check for special instructions, if any		4	1	2	1
	PC5. Use the correct tools and equipment's		5	1	3	1
	PC6. Check that equipment is safe and set up in readiness for use		4	1	2	1
	PC7. Select the correct component parts/fabric/material for embroidery		6	1	3	2
	PC8. Check that the materials to be used are free from faults		4	1	2	1
	PC9. Ensure the materials used meet the specification matching a. Embroidery Artwork b. Design sample of the embroidered product		4	2	1	1
	PC10. Carry out test sews		4	1	2	1
	PC11. Check needles and threads regularly		4	1	2	1
	PC12. Check if fabric / Component is correctly marked and pieces cut as required		5	1	3	1
	PC13. Report faults in the materials		4	1	2	1
	PC14. Conform to company quality standards		4	1	2	1
	PC15. Report any damaged work to the responsible		4	1	2	1

	person					
	PC16. Follow company reporting procedures about defective tools and machines which affect work and report risks/ problems likely to affect services to the relevant person promptly and accurately		3	1	1	1
	PC17. Leave work area safe and secure when work is complete		4	1	2	1
	PC18. Operate embroidery machines safely and in accordance with guidelines		6	1	3	2
	PC19. Optimize the positioning and layout of materials to ensure a smooth and rapid throughput		5	3	1	1
	PC20. Check the equipment prior to making the stitching, including correct controls, correct attachments, correct needle & thread		4	1	2	1
	PC21. Ensure the embroidered design conforms to the artwork specifications National Occupational Standard		4	1	2	1
	PC22. Inspect embroider products against specifications		4	1	2	1
	PC23. Perform all embroidery operations with precision & accuracy		5	1	3	1
	<b>Total</b>		<b>100</b>	<b>28</b>	<b>47</b>	<b>25</b>
3. AMH/N1003 (Contribute to achieve quality in embroidery work)	PC1. Identify and use materials required based on the specifications		100	10	5	2
	PC2. Take the necessary action when materials do not conform to quality standards	5		3	1	1
	PC3. Report and replace identified faulty materials and component parts which do not meet specification	6		1	2	3
	PC4. Identify modifiable defects and rework on them	5		1	3	1
	PC5. Carry out work safely and at a rate which maintains work flow	10		2	5	3
	PC6. Report to the responsible person when the work flow of other production areas disrupts work	5		2	2	1
	PC7. Test, sort, track feed and examine work in progress	6		1	4	1
	PC8. Carry out quality checks at specified intervals according to instructions	6		1	4	1
	PC9. Apply the allowed tolerances	6		1	4	1
	PC10. Identify faults and take appropriate action for rectification	6		1	4	1
	PC11. Make adjustments promptly to ensure the embroidery work matches the specification	5		1	3	1
	PC12. Fault-find materials and components for creased, stained, damage and incorrectly made-up component arts	10		7	2	1

## CRITERIA FOR ASSESSMENT OF TRAINEES

### Embroidery Machine Operator (ZigZag Machine)

#### AMH/Q0801

#### AMHSSC

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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	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
1. AMH/N 0801 (Carry out different types of embroidery stitches using an embroidery machine)	PC1. Analyse & interpret the given design which needs to be embroidered & the type of embroidery that is required to be done	90	7	2	3	2
	PC2. Check the materials required for embroidery with the given specifications		5	1	3	1
	PC3. Setup the embroidery machine to the suited setting for carrying out the embroidery to be done		5	1	3	1
	PC4. Use the embroidery machine to carry out dotted stitch on given fabric / material		5	1	3	1
	PC5. Operate the embroidery machine to embroider different designs as per given pattern/art work such as variations of round leafs & pointed leafs		7	2	3	2
	PC6. Embroider any given pattern on fabric using the correct thread & materials, using the embroidery machine.		6	1	3	2
	PC7. Carry out appliqué work in machine		5	1	3	1

	embroidery & its variation					
	PC8. Carry out Dori work in machine embroidery as per given design/art work		5	1	3	1
	PC9. Carry out mirror work through machine embroidery as per given design		5	1	3	1
	PC10. Execute cut work through machine embroidery as per the given design		5	1	3	1
	PC11. Carry out round stitch in machine embroidery		5	1	3	1
	PC12. Conform to company quality standards		7	3	3	1
	PC13. Check with in charge /others when unsure of new product details		6	1	3	2
	PC14. Minimise and dispose the waste materials in the approved manner		5	1	3	1
	PC15. Carry out Operations at a rate which maintains workflow		5	1	3	1
	PC16. Respond appropriately if the embroidery do not meet product specification & take corrective action		7	2	3	2
	<b>Total</b>		<b>90</b>	<b>21</b>	<b>48</b>	<b>21</b>
2. AMH/N0802 (Embroider decorative designs using embroidery machine)	PC1. Make sure the work area is free from hazards	100	5	1	3	1
	PC2. Follow the instructions & design specifications given for the embroidery to be done		5	3	1	1
	PC3. Ask questions to obtain more information on tasks when the instructions you have are unclear		3	1	1	1
	PC4. Agree and review your agreed upon work targets with your supervisor and check for special instructions, if any		4	1	2	1
	PC5. Use the correct tools and equipment's		5	1	3	1
	PC6. Check that equipment is safe and set up in readiness for use		4	1	2	1
	PC7. Select the correct component parts/fabric/material for embroidery		6	1	3	2
	PC8. Check that the materials to be used are free from faults		4	1	2	1
	PC9. Ensure the materials used meet the specification matching a. Embroidery Artwork b. Design sample of the embroidered product		4	2	1	1
	PC10. Carry out test sews		4	1	2	1
	PC11. Check needles and threads regularly		4	1	2	1
	PC12. Check if fabric / Component is correctly marked and pieces cut as required		5	1	3	1
	PC13. Report faults in the materials		4	1	2	1
	PC14. Conform to company quality standards		4	1	2	1
	PC15. Report any damaged work to the responsible		4	1	2	1

	person					
	PC16. Follow company reporting procedures about defective tools and machines which affect work and report risks/ problems likely to affect services to the relevant person promptly and accurately		3	1	1	1
	PC17. Leave work area safe and secure when work is complete		4	1	2	1
	PC18. Operate embroidery machines safely and in accordance with guidelines		6	1	3	2
	PC19. Optimize the positioning and layout of materials to ensure a smooth and rapid throughput		5	3	1	1
	PC20. Check the equipment prior to making the stitching, including correct controls, correct attachments, correct needle & thread		4	1	2	1
	PC21. Ensure the embroidered design conforms to the artwork specifications National Occupational Standard		4	1	2	1
	PC22. Inspect embroider products against specifications		4	1	2	1
	PC23. Perform all embroidery operations with precision & accuracy		5	1	3	1
	<b>Total</b>		<b>100</b>	<b>28</b>	<b>47</b>	<b>25</b>
3. AMH/N1003 (Contribute to achieve quality in embroidery work)	PC1. Identify and use materials required based on the specifications		100	10	5	2
	PC2. Take the necessary action when materials do not conform to quality standards	5		3	1	1
	PC3. Report and replace identified faulty materials and component parts which do not meet specification	6		1	2	3
	PC4. Identify modifiable defects and rework on them	5		1	3	1
	PC5. Carry out work safely and at a rate which maintains work flow	10		2	5	3
	PC6. Report to the responsible person when the work flow of other production areas disrupts work	5		2	2	1
	PC7. Test, sort, track feed and examine work in progress	6		1	4	1
	PC8. Carry out quality checks at specified intervals according to instructions	6		1	4	1
	PC9. Apply the allowed tolerances	6		1	4	1
	PC10. Identify faults and take appropriate action for rectification	6		1	4	1
	PC11. Make adjustments promptly to ensure the embroidery work matches the specification	5		1	3	1
	PC12. Fault-find materials and components for creased, stained, damage and incorrectly made-up component arts	10		7	2	1

## CRITERIA FOR ASSESSMENT OF TRAINEES

### Export Assistant

#### AMH/Q1601

#### AMHSSC

#### Guidelines for Assessment

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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	Out of	Theory	Skills Practical	ViVa
1. AMH/N1601 (Manage export marketing operations)	PC1. Analyse the export marketing business & the operations involved	100	8	4	2	2
	PC2. Interpret the export marketing terms & understand the processes involved		8	3	3	2
	PC3. Apply export-market entry strategies		8	4	2	2
	PC4. Analyse the factors that affect cost in export marketing		8	4	2	2
	PC5. Be adept in understanding foreign currencies & conversion		8	4	2	2
	PC6. Be updated on current market trade in respect of various foreign currencies		8	2	4	2
	PC7. Manage the export distribution across geography		8	4	2	2
	PC8. Understand the Institutional Framework for Export Promotional Council & World Trade Organization		7	2	4	1
	PC9. Coordinate with Export Promotional Council/Ministry of commerce & Industry for affiliation & documentation formalities		4	1	2	1
	PC10. Understand & interpret the various export schemes		6	2	1	3
	PC11. Interpret Export Financing Methods and Terms of Payment		6	2	2	2



	PC12. Carry out Export Credit and Foreign Exchange Risk Management		8	4	3	1
	PC13. Apply export promotional strategies where appropriate		6	2	3	1
	PC14. Carry out all export marketing functions effectively		7	2	3	2
	Total		100	40	35	25
2.AMH/N 1602 Carry out export processes and complete documentation	PC1. Create and manage Documentation related to pre & post shipment		8	2	4	2
	PC2. Create and manage Export Sales Contract		7	3	3	1
	PC3. Handle the Central Excise/Customs Clearance: Regulations, Procedures and Documentation		6	2	2	2
	PC4. Do Processing of an Export Order		8	4	3	1
	PC5. Use the correct tools and equipment's		8	4	2	2
	PC6. Prepare & check all pre-shipment documents including: <ul style="list-style-type: none"> <li>• invoice</li> <li>• packing list</li> <li>• gr form</li> <li>• ar-4/ ar4a form</li> <li>• etc licence</li> <li>• indent</li> <li>• acceptance of contract</li> <li>• letter of credit (loc)</li> <li>• qc certificate</li> <li>• port trust date</li> <li>• any other</li> <li>• sign of inspector/ customs div</li> </ul>	100	8	4	2	2
	PC7. To complete, file and maintain EXIM documents pertaining to Pre and Post Shipment.		6	3	2	1
	PC8. Liaise with customs and excise officials		7	2	3	2
	PC9. Handle duty backward matters		6	3	1	2
	PC10. Take care of applications for export incentives		7	3	2	2
	PC11. Obtaining advance license from Jt DGFT (Director General of Foreign Trade), Adherence with contracts and agreements		6	3	2	1
	PC12. Looking after freight forwards, CHA (Customs House Agent), Transporter		7	3	2	2
	PC13. Communication with suppliers, consignee, agents, transporters		7	2	2	3



	PC14. To follow up regularly & diligently with logistics companies to ensure timely shipments of goods		5	1	2	2
	PC15. Negotiation & co-ordination with customs agents for Freight Rates, Customs clearances		4	1	2	1
	Total		100	40	34	26
3. AMH/ N 0104 Comply with industry, regulatory and organisational requirements	PC1. Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures	50	10	4	4	2
	PC2. Seek and obtain clarifications on policies and procedures, from your Supervisor or other authorized personnel		10	4	4	2
	PC3. Apply and follow these policies and procedures within your work practices		10	5	3	2
	PC4. Provide support to your supervisor and team members in enforcing these considerations		10	3	3	4
	PC5. Identify and report any possible deviation to these requirements		10	3	4	3
	Total		<b>50</b>	19	18	13
4 AMH/N1604 Analyze the foreign trade logistics	PC1. Check pre shipment document	50	7	3	2	2
	PC2. Understand and identify the best suitable logistics as per buyer's standard		8	5	2	1
	PC3. Interpret and negotiate the logistics cost with different type of shipment mode		7	2	2	3
	PC4. Track the shipment and follow up for payment		8	2	4	2
	PC5. Communicate with logistic agency, buying offices and buyers		5	2	2	1
	PC6. Apply knowledge of different types of Transport and the best suitable method		7	1	5	1
	PC7. Manage logistics processes as per norms		8	2	5	1
	Total		<b>50</b>	17	22	11
5 AMH/N1605 Maintaining a healthy, safe and secure working environment in the organisation	PC1. Comply with health and safety related instructions applicable to the workplace	50	4	1	2	1
	PC2. Carryout own activities in line with		4	1	2	1

## CRITERIA FOR ASSESSMENT OF TRAINEES

### Export Executive

#### AMH/Q1602

#### 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

		Total Marks	Out of	Marks Allocation		
				Theory	Skills Practical	Viva
AMH/N 1606 Planning for Export	PC1. Analyse the logistics options for shipment	60	9	5	1	3
	PC2. Carry out risk assessment for shipment plan		9	5	1	3
	PC3. Explain the trade policies and guidelines to all concerned and ensure it is followed		9	5	1	3
	PC4. Plan the shipment strategy		9	5	1	3
	PC5. Use the export planning tools available		9	3	3	3
	PC6. Carry out SWOT analysis for shipment vertical		9	3	3	3
	PC7. Make sure the organization's domestic and international marketing activities are aligned and updated with current policies and guidelines		6	3	1	2
<b>Total</b>			<b>60</b>	<b>29</b>	<b>11</b>	<b>20</b>
AMH/N1607 Ensure shipping compliance	PC1. Follow the general invoicing instructions	40	7	4	1	2
	PC2. Check that the packing list requirement is met		6	3	1	2

	PC3. Ensure packing instructions are being followed including: § Carton Specifications § Packing Standards § Flat Pack Cargo § Pre-packs Packing Standards § Garments on Hangers (GOH) § Exceptions to Packing Requirements § Shipping marks & labels § Bar code labels		7	2	2	3
	PC4. Follow the shipping guidelines		5	3	1	1
	PC5. Follow the routing guidelines		5	3	1	1
	PC6. Ensure tendering of freight to consolidator as per process		5	3	1	1
	PC7. Ensure sequence instruction is followed		5	3	1	1
	Total		<b>40</b>	<b>21</b>	<b>8</b>	<b>11</b>
AMH/N1601 Manage Export Marketing Operations	PC1. Analyse the export marketing business & the operations involved		4	2	1	1
	PC2. Interpret the export marketing terms & understand the processes involved		5	2	2	1
	PC3. Apply export-market entry strategies		5	3	1	1
	PC4. Analyse the factors that affect cost in export marketing		6	3	2	1
	PC5. Be adept in understanding foreign currencies & conversion		6	3	2	1
	PC6. Be updated on current market trade in respect of various foreign currencies		5	3	1	1
	PC7. Manage the export distribution across geography		3	1	1	1
	PC8. Understand the Institutional Framework for Export Promotional Council & World Trade Organization	55	3	1	1	1
	PC9. Coordinate with Export Promotional Council/Ministry of commerce & Industry for affiliation & documentation formalities		3	1	1	1
	PC10. Understand & interpret the various export schemes		3	1	1	1
	PC11. Interpret Export Financing Methods and Terms of Payment		3	1	1	1
	PC12. Carry out Export Credit and Foreign Exchange Risk Management		3	1	1	1
	PC13. Apply export promotional strategies where appropriate		3	1	1	1
	PC 14. Carry out all export marketing functions effectively		3	1	1	1
	Total		<b>55</b>	<b>24</b>	<b>17</b>	<b>14</b>

AMH/N 1602 Carry out export processes and complete documentation	PC1. Create and manage Documentation related to pre & post shipment	100	5	2	2	1
	PC2. Create and manage Export Sales Contract		6	3	2	1
	PC3. Handle the Central Excise/Customs Clearance: Regulations, Procedures and Documentation		6	3	2	1
	PC4. Do Processing of an Export Order		6	3	2	1
	PC5. Use the correct tools and equipment's		7	3	2	2
	PC6. Prepare & check all pre-shipment documents including: § invoice § packing list § gr form § ar-4/ ar4a form § etc licence § indent § acceptance of contract § letter of credit (loc) § qc certificate § port trust date § any other § sign of inspector/ customs div		10	4	3	3
	PC7. complete, file and maintain EXIM documents pertaining to Pre and Post Shipment.		6	3	2	1
	PC8. Liaise with customs and excise officials		7	3	2	2
	PC9. Handle duty backward matters		6	3	1	2
	PC10. Take care of applications for export incentives		7	3	2	2
	PC11. Obtaining advance license from Jt DGFT (Director General of Foreign Trade), Adherence with contracts and agreements		6	3	2	1
	PC12. Looking after freight forwards, CHA (Customs House Agent), Transporter		9	4	3	2
	PC13. Communication with suppliers, consignee, agents, transporters		7	3	2	2
	PC14. follow up regularly and diligently with logistics companies to ensure timely shipments of goods		7	2	2	3
	PC15. Negotiation & co-ordination with customs agents for Freight Rates, Customs clearances		5	1	1	3
	<b>Total</b>		<b>100</b>	<b>43</b>	<b>30</b>	<b>27</b>
AMH/N0104 Comply with industry, regulatory and organisational requirements	PC1. Carry out work functions in accordance with legislation and regulations, organizational guidelines and procedures	25	6	3	1	2

## CRITERIA FOR ASSESSMENT OF TRAINEES

### Fabric checker

#### AMH/Q0101

#### 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	Theo ry	Skills Practic al	Viva
1. AMH/N0101 Carry out Fabric Checking operations using Machine	PC1. Make sure the work area is free from hazards	<b>130</b>	3	1	1	1
	PC2. Obtain and check the data on the work ticket or job card and carry out functions in line with the responsibilities of job role		3	1	1	1
	PC3. Ask questions to obtain more information on tasks when the instructions are unclear		3	1	1	1
	PC4. Agree and review your agreed upon work targets with your supervisor and check for special instructions, if any		3	1	1	1
	PC5. Select and sort the tools and materials for the work		<b>3</b>	1	1	1
	PC6. Use the correct tools and equipment's		<b>3</b>	1	1	1

	PC7. Check that equipment is safe and set up in readiness for use		3	1	1	1
	PC8. Setup the equipment & machineries (eg: Fabric Checking Machine) for Fabric Checking as per the job requirement		4	1	2	1
	PC9. Make sure that tools (eg: Marker, measuring tape, ruler, etc) are safe and clean to use on the material		4	1	2	1
	PC10. Agree and review agreed upon work targets with supervisor		3	1	1	1
	PC11. Update and develop knowledge of the products		3	1	1	1
	PC12. Minimize wastage		3	1	1	1
	PC13. Carry out operations at a rate which maintains work flow and meets production targets		3	1	1	1
	PC14. Dispose of waste materials safely and return re-useable materials		3	1	1	1
	PC15. Work in conformance to legal requirements, organizational policies and procedures		3	1	1	1
	PC16. Carry out visual inspection to ensure the products are free from handling defects		3	1	1	1
	PC17. Conform to company quality standards		3	1	1	1
	PC18. Follow company reporting procedures about defective tools and machines which affect work and report risks/ problems likely to affect services to the relevant person promptly and accurately		3	1	1	1
	PC19. Leave work area safe and secure when work is complete		2	0.5	1	0.5
	PC20. Complete forms, records and other documentation		3	1	1	1
	PC21. Estimate the expected length of time for the process		3	1	1	1
	PC22. Operate fabric checking machines safely and in accordance with guidelines		3	1	1	1
	PC23. Set up fabric checking machine according to manufacturers' instructions and production requirements		3	1	1	1

	PC24. Ask questions to obtain more information on tasks when the instructions are unclear and finalize the options with the supervisor, in case of queries		3	1	1	1
	PC25. Ensure the Fabric Roll is loaded on the fabric machine appropriately		4	1	2	1
	PC26. Ensure the fabric is not damaged during movement and handling		4	1	2	1
	PC27. Set the parameters of the fabric checking machine		4	1	2	1
	PC28. Operate the fabric checking machine to inspect the fabric for defects		4	1	2	1
	PC29. Mark or sticker the defects identified on the fabric		4	1	2	1
	PC30. Fill and maintain the records		4	2	1	1
	PC31. Produce fabric report		3	1	1	1
	PC32. Eliminate the defects on the fabric with minimal wastage of the material		4	1	2	1
	PC33. Report defective machines, tools and/or equipment to the responsible person		3	1	1	1
	PC34. Minimize and dispose the waste materials in the approved manner		3	1	1	1
	PC35. Seek feedback from team mates on work related performance		3	1	1	1
	PC36. Update and develop knowledge of the products		3	1	1	1
	PC37. Check with others when unsure of new product details		3	1	1	1
	PC38. Clean and make safe machines after use		3	1	1	1
	PC39. Carry out basic maintenance of own machines		3	1	1	1
	PC40. Report risks/ problems likely to affect services to the relevant person promptly and accurately		3	1	1	1
	PC41. Complete forms, records and other documentation		2	0.5	1	0.5
		Total	<b>130</b>	<b>41</b>	<b>49</b>	<b>40</b>
2. AMH/N0102 Maintain work area, tools and machines	PC1. Handle materials, machinery, equipment and tools safely and correctly	<b>75</b>	7	3	1	3
	PC2. Use correct lifting and handling procedures		5	2	1	2

## CRITERIA FOR ASSESSMENT OF TRAINEES

### Framer – Computerized Embroidery Machine

#### AMH/Q1301

#### 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

		Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
1. AMH/N 1301 (Prepare for Embroidery)	PC1. Analyse & interpret the given design which needs to be embroidered & the type of embroidery that is required to be done	100	7	2	4	1
	PC2. Setup the computerized embroidery machine to the suited setting for carrying out the embroidery to be done		6	1	4	1
	PC3. Check the needle and machine bobbin		6	1	4	1
	PC4. Check with in charge /others when unsure of new		8	1	6	1



	product/embroidery details					
	PC5. Minimise and dispose the waste materials in the approved manner		6	2	2	2
	PC6. Carry out Operations at a rate which maintains workflow		8	2	4	2
	PC7. Collect the tools & materials required for embroidery		6	1	4	1
	PC8. Arrange the materials as per the embroidery requirements		5	1	3	1
	PC9. Check the materials required for embroidery with the given specifications		5	1	3	1
	PC10. Check the thread to be used, and ensure proper threading of the machine		8	1	6	1
	PC11. Select the frame as per the embroidery requirements		8	4	3	1
	PC12. Prepare the frame and carry out the hooping process		5	1	3	1
	PC13. Set the frame into the embroidery machine		8	1	5	2
	PC14. Ensure the machine is ready for embroidery as per specifications		6	2	2	2
	PC15. Conform to company quality standards		8	1	6	1
			100	22	59	19
2. AMH/N1302 (Run the computerized embroidery machine)	PC1. Make sure the work area is free from hazards		5	1	3	1
	PC2. Check the equipment prior to starting the machine, including correct		5	2	2	1

	controls, correct attachments, correct needle & thread					
	PC3. Monitor the embroidery process once the machine has been started		4	1	2	1
	PC4. Rectify any errors or make required adjustments if the embroidery does not meet the quality standards		4	1	2	1
	PC5. Use the correct tools and equipments		5	3	1	1
	PC6. Check needles and threads regularly		5	1	3	1
	PC7. Replace needle/thread if required during the embroidery process		4	1	2	1
	PC8. Report faults in the materials		4	1	2	1
	PC9. Follow company reporting procedures about defective tools and machines which affect /problems to the relevant person promptly and accurately		4	2	1	1
	PC10. Report any damaged work to the responsible person		4	1	2	1
	PC11. Follow the instructions & design specifications given for the embroidery to be done		4	1	2	1
	PC12. Remove the frame from the machine after embroidery is completed		5	1	3	1
	PC13. Take out the embroidered panels		4	1	2	1
	PC14. Remove stabilizer if any		4	1	2	1
	PC15. Trim the extra thread		4	1	2	1

## CRITERIA FOR ASSESSMENT OF TRAINEES

### Garment Cutter (CAM)

#### AMH/Q1501

#### AMHSSC

#### Guidelines for Assessment

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2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC
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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

		Total Marks	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N1501 (Preparation for Cutting )</b>	PC1. Inspect the work area is free from hazards as per the safety norm of the organization functions	<b>100</b>	10	2	7	1
	PC2. Obtain and check the data on the job card and carry out in line with the responsibilities of the job role.		10	2	7	1
	PC3. Calculate the number of components needed for production		15	3	10	2
	PC4. Agree and review the agreed upon work targets with the supervisor		10	2	7	1
	PC5. Feed the required marker to the system to prepare for cutting like the size, sewing information and codes of the fabric or worksheet		13	2	10	1

	PC6. Calculate the amount of fabric needed		12	3	8	1
	PC7. Ensure that the lays of the fabric are in accordance with the type of material, taking even the texture into consideration		10	2	7	1
	PC8. Ensure that the cutting table is well equipped with vacuum system		10	2	7	1
	PC9. Make sure that the fabric spread is covered with thin plastic film which is drawn against the spread by vacuum- this holds the lay steady and prevents shifting of plies during cutting		10	2	7	1
		<b>Total</b>	<b>100</b>	<b>20</b>	<b>70</b>	<b>10</b>
<b>2.AMH/N1502( Identify the process and operate CAM for bulk cutting )</b>	PC1. Inspect the work area is free from hazards as per the safety norm of the organization functions		10	1	8	1
	PC2. Obtain and check the data on the job card and carry out in line with the responsibilities of the job role.		5	1	3	1
	PC3. Calculate the number of components needed for production		10	2	7	1
	PC4. Agree and review the agreed upon work targets with the supervisor	<b>150</b>	5	1	3	1
	PC5. Set up the CAM machine		12	2	9	1
	PC6. Ensure no defects on the material before going ahead for cutting		10	2	7	1
	PC7. Determine the mechanisms of the CAM and make sure that the motors along with the cutting knife functions well, before the actual bulk cutting takes place.		20	3	15	2
	PC8. Meet company usage tolerances for efficient pattern interlocking		5	1	3	1

	PC9. Check with others when unsure of new product details		10	1	8	1
	PC10. Make sure when cutting the material · Avoid damaging self and others · Avoid damage to the knife and other equipments		15	3	11	1
	PC11. Identify the cut parts, count tickets and then group them well to pass on to the next department		10	3	6	1
	PC12. Ensure the bundled tickets have all the necessary information		12	2	9	1
	PC13. Dispose of waste materials safely and return reusable materials		10	2	7	1
	PC14. Report defects in the machine one does not have the authority to repair		6	1	4	1
	PC15. Report risks/problems likely affect services to the relevant person promptly and accurately		5	1	3	1
	PC16. Complete forms, records and other documentation		5	1	3	1
			150	27	106	17
<b>3. AMH/N0102( Maintain work area, tools and machines )</b>			10	1	8	1
	PC1. Handle materials, machinery, equipment and tools safely and correctly		7	1	5	1
	PC2. Use correct lifting and handling procedures		5	1	3	1
	PC3. Use materials to minimize waste		10	1	8	1
	PC4. Maintain a clean and hazard free working area		12	1	10	1
	PC5. Maintain tools and equipment		10	1	8	1
	PC6. Carry out running maintenance within agreed schedules		10	1	8	1
	PC7. Carryout maintenance and/or cleaning within one's responsibility		10	1	8	1

## CRITERIA FOR ASSESSMENT OF TRAINEES

### Hand Embroiderer

#### AMH/Q1001

#### AMHSSC

#### Guidelines for Assessment

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2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC
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		Total Marks	Out Of	Marks Allocation		
				Theo ry	Skills Pract ical	Viva
<b>1. AMH/N 1001 (Carry out different types of embroidery stitches – Flat, Loop &amp; Knotted stitches)</b>	PC1. Analyze& interpret the given design which needs to be embroidered & the type of embroidery that is required to be done	<b>100</b>	6	2	2	2
	PC2. Check the materials required for embroidery with the given specifications		4	1	2	1
	PC3. Trace design on fabric/material to be embroidered if required		8	1	6	1
	PC4. Select appropriate needle & thread for the type of embroidery to be done, according to the texture & fibre of the material Carry out Different Types of Flat Stitches		6	1	4	1
	PC5. Use needle & thread to carry out Running stitch on a given material as per the given specifications & quality standards		6	2	3	1

	PC6. Carry out Back stitch & Stem stitch on fabric		6	2	3	1
	PC7. Carry out Satin stitch & Kashmiri stitch to embroider different patterns		6	1	4	1
	PC8. Use couching stitch in hand embroidery as per given design/art work		6	1	4	1
	PC9. Use cross stitch technique to embroider different designs		6	1	4	1
	PC10. Use herringbone stitch technique for embroidery		6	1	4	1
	PC11. Carry out different types of Loop stitches for creating embroidery patterns/ designs such as :- Chain Stitch - Button hole Stitch - Blanket Stitch - Fishbone Stitch - Feather Stitch - fly Stitch Carry out Different Types of Knotted Stitches		6	1	4	1
	PC12. Carry out different types of knotted stitches such as French knot, Double knot and Bullion knot stitch		6	1	4	1
	PC13. Check with in charge /others when unsure of new product details		6	1	3	2
	PC14. Minimise and dispose the waste materials in the approved manner		8	3	4	1
	PC15. Carry out Operations at a rate which maintains workflow		8	2	5	1
	PC16. Respond appropriately if the embroidery do not meet product/design specification & take corrective action		6	1	4	1
		<b>Total</b>	<b>100</b>	<b>22</b>	<b>60</b>	<b>18</b>
<b>2. AMH/N1002 (Embroider decorative designs using a combination of stitches &amp; work styles)</b>		<b>100</b>	5	1	3	1
	PC1. Make sure the work area is free from hazards					
	PC2. Select thread and needle according to the texture & fibre of material		5	3	1	1
	PC3. Follow the instructions & design specifications given for the embroidery to be done		5	1	2	2
	PC4. If required, trace the embroidery design accurately & neatly on the fabric		5	1	3	1
	PC5. Ask questions to obtain more information on		5	3	1	1

	tasks when the instructions you have are unclear					
	PC6. Use the correct tools and materials		5	1	3	1
	PC7. Select the correct component parts/fabric/material for embroidery		7	1	4	2
	PC8. Check that the materials to be used are free from faults		5	1	3	1
	PC9. Ensure the materials used meet the specification matching a. Embroidery Artwork b. Design sample of the embroidered product		8	3	3	2
	PC10. Report faults in the materials		4	1	2	1
	PC11. Conform to company quality standards		5	1	3	1
	PC12. Report any damaged work to the responsible person		5	1	3	1
	PC13. Make Satin, chain, button hole stitches & different types of edges (hem stitch, scallops, lace & rolled hem)		4	1	2	1
	PC14. Make Long & short, shade work, satin & French knot stitches		5	1	3	1
	PC15. Carry out Applique work as per design details		5	1	3	1
	PC16. Use & combine different hand embroidery techniques to create decorative designs such as:§ Cross Stitch § Tapestry Stitch § Shadow work § Mirror work § English Smocking § Cut work § Sindhi Work		5	1	3	1
	PC17. Ensure the embroidered design conforms to the artwork specifications		5	1	3	1
	PC18. Inspect embroidered products against specifications		8	2	3	3
	PC19. Perform all embroidery operations with precision & accuracy		4	1	2	1
		<b>Total</b>	<b>100</b>	<b>26</b>	<b>50</b>	<b>24</b>
<b>3. AMH/N1003 (Contribute to achieve quality in embroidery work)</b>	PC1. Identify and use materials required based on the specifications	<b>90</b>	8	4	2	2
	PC2. Take the necessary action when materials do not conform to quality standards		5	3	1	1
	PC3. Report and replace identified faulty materials and component parts which do not meet		6	1	4	1



## CRITERIA FOR ASSESSMENT OF TRAINEES

### Inline Checker

### AMH/Q0102

### 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 50% 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
<b>1. AMH/N0105</b> <b>Carryout in-line checking activities</b>	PC1. Check that the work area is free from hazards	<b>100</b>	4	1	2	1
	PC2. Follow the instructions on the work ticket/ job card		4	2	1	1
	PC3. Ensure the cleanliness of the tools (Sticker, Marker, Rubber Band, Pattern, etc) and equipments as per the work instruction		7	1	5	1
	PC4. Assist in carrying out foundation inspection safely and at a rate which maintains work flow and meets production targets		5	3	1	1
	PC5. Visually inspect the cut component for any defects		10	1	7	2
	PC6. Bundle and label the cut components		7	1	5	1

	PC7. Store the cut components in specified manner, to ensure that the quality is preserved		7	1	5	1
	PC8. Document if any defects are identified		7	5	1	1
	PC9. Inform the appropriate people in case of any defect identified		7	1	5	1
	PC10. Identify problems and resolve issues within limits of your own responsibility		7	1	5	1
	PC11. Report problems outside area of responsibility to the appropriate person		7	2	4	1
	PC12. Visually inspect the garment parts for basic quality conformance		7	1	5	1
	PC13. Identify stitch faults in the garment parts and inform as per the specified procedure		7	1	5	1
	PC14. Identify fabric faults in the garment parts and inform as per the specified procedure		7	1	5	1
	PC15. Ensure the garment parts are handled in an appropriate manner		7	1	4	2
		Total	<b>100</b>	<b>23</b>	<b>60</b>	<b>17</b>
<b>2. AMH/N0106</b>						
<b>Maintain work area and tools</b>	PC1. Handle materials and tools safely and correctly		10	2	5	3
	PC2. Use correct lifting and handling procedures		10	3	4	3
	PC3. Use materials to minimize waste		10	2.5	3	4.5
	PC4. Maintain a clean and hazard free working area		7	2.5	2	2.5
	PC5. Maintain tools and equipment's	<b>100</b>	10	3	5	2
	PC6. Carry out running maintenance within agreed schedules		5	1	2	2
	PC7. Carry out maintenance and/or cleaning within one's responsibility		10	2	4	4
	PC8. Report unsafe equipment and other dangerous occurrences		8	2	4	2
	PC9. Work in a comfortable position with the correct posture		5	1	3	1

	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	3	1
	PC12. Store cleaning equipment safely after use		10	3	5	2
	PC13. Carry out cleaning according to schedules and limits of responsibility		5	2	2	1
		<b>Total</b>	<b>100</b>	<b>27</b>	<b>43</b>	<b>30</b>
<b>3. AMH/N0103 Maintain health, safety and security at workplace</b>	PC1. Comply with health and safety related instructions applicable to the workplace		12	7	2	3
	PC2. Use and maintain personal protective equipment as per protocol		6	4	1	1
	PC3. Carry out own activities in line with approved guidelines and procedures		4	2	1	1
	PC4. Maintain a healthy lifestyle and guard against dependency on intoxicants		6	4	1	1
	PC5. Follow environment management system related procedures		6	4	1	1
	PC6. Identify and correct (if possible) malfunctions in machinery and equipment		4	1	2	1
	PC7. Report any service malfunctions that cannot be rectified		4	2	1	1
	PC8. Store materials and equipment in line with manufacturer's and organizational requirements		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	<b>100</b>	6	2	2	2
	PC11. Seek clarifications, from supervisors or other authorized personnel in case of perceived risks		8	2	3	3

## CRITERIA FOR ASSESSMENT OF TRAINEES

### LAYERMAN

### (AMHQ0201)

### 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 50% 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
<b>1.AMH/N0201</b> <b>Carry out fabric Laying operations</b>	PC1. Make sure the work area is free from hazards as per the specified organizational standards	<b>100</b>	4	1	2	1
	PC2. Obtain and check the data on the work ticket or job card and carry out functions in line with the responsibilities of job role		4	1	2	1
	PC3. Agree and review your agreed upon work targets with your supervisor and check for special instructions, if any		3	1	1	1
	PC4. Select and sort the tools and materials for the work as per the work instruction		4	1	2	1
	PC5. Set up the fabric laying up machine as per the operating procedures		4	1	2	1

	PC6. Ensure the cleanliness of the tools (Scissor, End cutter, Marker, measuring tape, ruler, etc.) and equipments as per the work instruction		3	1	1	1
	PC7. Minimize wastage by adhering to the standard operating procedures		4	1	2	1
	PC8. Carry out operations at a rate which maintains work flow and meets production targets		4	1	2	1
	PC9. Dispose of waste materials safely as per the waste disposal procedures		4	1	2	1
	PC10. Return re-useable materials as per the standard operating procedures		4	1	2	1
	PC11. Work in conformance to legal requirements, organizational policies and procedures		4	2	1	1
	PC12. Conform to company quality standards		3	1	1	1
	PC13. Follow company reporting procedures about defective tools which affect person promptly and accurately		3	1	1	1
	PC14. Follow organizational protocol for asking questions to obtain more information on tasks when the instructions are unclear and finalize the options with the supervisor, in case of queries		4	1	1	2
	PC15. Ensure the Fabric Roll is loaded on to the laying table as per the standard procedures		4	1	2	1
	PC16. Ensure the fabric is not damaged during movement and handling		4	1	2	1
	PC17. Ensure that the markers are placed appropriately on the laying table as per the operating procedures		4	1	2	1
	PC18. Lay the fabric as per the work instruction		4	1	2	1
	PC19. Straighten the edge of the fabric as per the procedures		4	1	2	1
	PC20. Cut the fabric as per the work instruction		4	1	2	1
	PC21. Fold the fabric as per the standard procedures		4	1	2	1
	PC22. Follow the quality procedures to identify basic fabric fault		3	1	1	1
	PC23. Ensure the fabric is leveled as per the process requirements		3	1	1	1
	PC24. Follow visual inspection procedures to ensure the fabric is free from basic fabric defects.		4	1	2	1
	PC25. Minimise and dispose the waste materials in the approved manner		4	1	2	1

	PC26. Follow the organizational procedures to keep the work area Clean and safe		3	1	1	1
	PC27. Report risks/ problems likely to affect services to the relevant person promptly and accurately		3	1	1	1
		<b>Total</b>	100	28	44	28
<b>2.AMH/N0106</b>						
<b>Maintain work area and tools</b>	PC1. Handle materials and tools safely and correctly		10	4	3	3
	PC2. Use correct lifting and handling procedures		10	3	4	3
	PC3. Use materials to minimize waste		10	2.5	2	5.5
	PC4. Maintain a clean and hazard free working area		5	1.5	2	1.5
	PC5. Maintain tools and equipment		10	3	5	2
	PC6. Carry out running maintenance within agreed schedules		5	2	1	2
	PC7. Carry out maintenance and/or cleaning within one's responsibility	<b>100</b>	10	4	2	4
	PC8. Report unsafe equipment and other dangerous occurrences		10	4	4	2
	PC9. Work in a comfortable position with the correct posture		5	2.5	1	1.5
	PC10. Use cleaning equipment and methods appropriate for the work to be carried out		5	2.5	1	1.5
	PC11. Dispose of waste safely in the designated location		5	1	3	1
	PC12. Store cleaning equipment safely after use		10	4	2	4
	PC13. Carry out cleaning according to schedules and limits of responsibility		5	1	2	2
		<b>Total</b>	100	35	32	33
<b>3.AMH/N0103</b>						
<b>Maintain health, safety and security at workplace</b>	PC1. Comply with health and safety related instructions applicable to the workplace		12	6	2	4
	PC2. Use and maintain personal protective equipment as per protocol	<b>100</b>	6	3	1	2
	PC3. Carry out own activities in line with approved guidelines and procedures		6	3	1	2

## CRITERIA FOR ASSESSMENT OF TRAINEES

### Machine Maintenance Mechanic: Sewing Machine

#### AMH/Q1901

#### 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	Out of	Theory	Skills Practical	Viva
1. AMH/N 1901 (Carry out preventive machine maintenance procedures)	PC1. Check the correct position of thread post and stand.	110	3	1	1	1
	PC2. Check if all the screws are fitted correctly.		3	1	1	1
	PC3. Check the entire bobbin unit. Ensure all parts are functioning properly.		3	1	1	1
	PC4. Check the correct position of the thread guides.		3	1	1	1
	PC5. Check and ensure that all thread guides are in good condition – no rust/damage		3	1	1	1
	PC6. Check if the needle is fitted correctly and the needle screw is tightly fixed		3	1	1	1
	PC7. Check the needle. In case of damage replace the needle and the needle screw.		3	1	1	1

	PC8. Check the needle system and size Ø Check needle system, i.e. right needle for the machine type Ø Check that the size of the needle is right for the thread Ø Check that the needle point is correct for the sewing material		3	1	1	1
	PC9. Check if presser foot is in the right position - Loosen the screw of presser roller/foot bar to adjust & then tighten it		3	1	1	1
	PC10. Check that the needle plate is not damaged. In case of damage, replace the needle plate or polish.		4	2	1	1
	PC11. Check the timing between the needle and hook, and make adjustments to correct the same if required.		3	1	1	1
	PC12. Check that the thread take-up spring is not broken, and replace the same if required.		3	1	1	1
	PC13. Check the tension of the spring. Adjust if required.		3	1	1	1
	PC14. Check the stitch tension, adjust if required.		3	1	1	1
	PC15. Check the stitch length, adjust the SPI as per given specifications.		3	1	1	1
	PC16. Check the correct position of knee lifter. Adjust the knee lever so that it can be conveniently operated with the right knee		3	1	1	1
	PC17. Check if foot pedal is in the right position. Adjust/replace/re-align if required.		3	1	1	1
	PC18. Check the tension after the technical/maintenance work on the machine is completed and check the test stitches. Make further adjustments if required.		4	2	1	1
	PC19. Minimise and dispose the waste materials in the approved manner		3	1	1	1
	PC20. Leave work area safe and secure when work is complete		3	1	1	1
	PC21. Clean the machine using the right solution		3	1	1	1



	PC22. Check that the machine should not have rust.		3	1	1	1
	PC23. Open the tension unit and clean each part.		3	1	1	1
	PC24. Re-assemble the tension unit again.		3	1	1	1
	PC25. Loosen the screw, take out the thread plate and clean. Put it back again after cleaning.		3	1	1	1
	PC26. Clean the bobbin case from the inside.		3	1	1	1
	PC27. Clean the inside part of the hook		3	1	1	1
	PC28. Clean the machine bed. Lift the machine and clean all the parts under the machine.		3	1	1	1
	PC29. Use the correct tools for cleaning & maintenance work.		3	1	1	1
	PC30. Carry out cleaning & maintenance of machines as per the work schedule on a regular basis.		3	1	1	1
	PC31. Check that the lubrication points are clean.		3	1	1	1
	PC32. Put few drops in the lubrication points (in case of manual machines)		3	1	1	1
	PC33. Open the hook set and oil (in case of manual machines)		3	1	1	1
	PC34. Check the level of oil.		3	1	1	1
	PC35. Put oil if required or change the oil (depending on the type of machine).		3	1	1	1
	PC36. Regulate the quantity of oil in the hook		3	1	1	1
		<b>Total</b>	<b>110</b>	<b>38</b>	<b>36</b>	<b>36</b>
2. AMH/N 1902 (Troubleshooting machine related problems)	PC1. Identify common machine related issues that affect stitching	90	6	2	2	2
	PC2. Identify the cause and method of troubleshooting if machine runs with difficulty		6	1	2	3
	PC3. If machine starts with slow running, identify the cause and take appropriate action to rectify the same.		6	2	2	2

## CRITERIA FOR ASSESSMENT OF TRAINEES

### Measurement Checker

#### (AMHQ0103)

#### AMHSSC

#### Guidelines for Assessment

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		Marks Allocation				
		Total Marks 350	Out Of	Theory	Skills Practical	Viva
<b>1.AMH/N0107</b> <b>Carry out measurement checking activities</b>	PC1. Check that the work area is free from hazards	<b>100</b>	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	<b>100</b>	<b>22</b>	<b>60</b>	<b>18</b>
<b>2.AMH/N0106</b>	PC1. Handle materials and tools safely and correctly	<b>100</b>	10	4	3	3
<b>Maintain work area and tools</b>	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	<b>100</b>	<b>34</b>	<b>33</b>	<b>33</b>
<b>3.AMH/N0103</b>						
<b>Maintain health, safety and security at workplace</b>	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	<b>100</b>	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

## CRITERIA FOR ASSESSMENT OF TRAINEES

### Pressman

### (AMH/Q0401)

### AMHSSC

#### Guidelines for Assessment

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		Marks Allocation				
		Total Marks 420	Out Of	Theory	Skills Practical	Viva
<b>1.AMH/N0401</b> Carry out ironing activities in stitching and finishing operations	PC1. Make sure the work area is free from hazards	<b>170</b>	4	1	2	1
	PC2. Follow the instructions on the work ticket/ job card in line with the responsibilities of respective job role		4	2	1	1
	PC3. Ask questions to obtain more information on tasks when the instructions you have are unclear		3	1	1	1
	PC4. Agree and review your agreed upon work targets with your supervisor and check for special instructions, if any		3	1	1	1

	PC5. Check that equipment is safe and set up in readiness for use		5	1	3	1
	PC6. Select the correct pattern and inserts for the style being worked on		5	1	3	1
	PC7. Check that the materials to be used are free from faults		6	1	4	1
	PC8. Ensure the materials used meet the specification matching					
	a. Within a product		4	1	1	2
	b. Between a pair of products where applicable		4	1	1	2
	PC9. Report faults in the materials		4	1	2	1
	PC10. Carry out operations at a rate which maintains work flow and meets production targets		4	1	2	1
	PC11. Ensure the iron box is place in the appropriate position as per the standard operating procedure		4	1	2	1
	PC12. Conform to company quality standards		4	2	1	1
	PC13. Report any damaged work to the responsible person		4	1	2	1
	PC14. Follow company reporting procedures about defective tools and machines which affect work and report risks/ problems likely to affect services to the relevant person promptly and accurately		3	1	1	1
	PC15.Sort and place work to assist the next stage of production and minimize the risk of damage		4	1	2	1
	PC16. Leave work area safe and secure when work is complete		4	1	2	1
	PC17. Complete forms, records and other documentation		4	1	2	1
	PC18 Make sure the work area is free from hazards		4	1	2	1
	PC19. Carry out work functions in line with the responsibilities of your job role		4	1	2	1
	PC20. Examine the specific item to identify what type of ironing is best suited		4	2	1	1
	PC21. Ask questions to obtain more information on tasks when the instructions are unclear and finalize the stitching option with the supervisor , incase of queries		3	1	1	1
	PC22. Estimate the expected length of time for the process		3	1	1	1

	PC23. Set up ironing machine according to manufacturers' instructions and production requirements		4	1	2	1
	PC24. Use the correct machine, tools and equipment		4	1	2	1
	PC25. Set machine controls for the materials being ironed		4	1	2	1
	PC26. Perform a test run to ensure machine is operating correctly		4	1	2	1
	PC27. Adjust machine controls where necessary		3	1	1	1
	PC28. Report defective machines, tools and/or equipment to the responsible person		3	1	1	1
	PC29. Operate machines safely and in accordance with guidelines		7	1	5	1
	PC30. Optimize the positioning and layout of materials to ensure a smooth and rapid throughput		4	1	2	1
	PC31. Check the equipment prior to making the stitching, including:		4	1	2	1
	PC32. Correct controls		4	1	2	1
	PC33. Correct attachments		3	1	1	1
	PC34. Identify the different kinds of ironing required for different parts and apparel and ensure they are ironed as per the specified requirement		3	1	1	1
	PC35. Ensure the creases are removed or applied as per the customer's requirements		5	1	3	1
	PC36. Ensure the garments are inserted with the inserts and folded as per the work instruction		5	1	3	1
	PC37. Ensure the garments are not stained or burned during the process		5	2	2	1
	PC38. Identify mark and place rejects in the designated locations		3	1	1	1
	PC39. Carry out alterations to meet customer requirements		3	1	1	1
	PC40. Pass the ironed item to the next stage in the manufacturing process after validation		3	1	1	1
	PC41. Respond accordingly where ironed items do not meet production specification		4	1	2	1
	PC42. Identify the modifiable defects		4	2	1	1
		Total	170	48	77	45

## CRITERIA FOR ASSESSMENT OF TRAINEES

Production Supervisor – Sewing

(AMH/Q2101)

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

		Total Marks 350	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N2101</b>		<b>60</b>				
<b>Understand</b>	PC1. Analyse & interpret the given techpack or specification sheet of the garment sample to be developed		5	2	1	2
<b>Production</b>	PC2. collate the required details regarding production planning and scheduling		5	2	1	2
<b>Specification and</b>	PC3. ensure conformance of samples pattern & cut pieces as per the given specification sheet		4	1	1	2
<b>Process</b>	PC4. analyze schedules and throughput of various styles		5	2	2	1
	PC5. evaluate the consumption of material and accessories		4	2	1	1
	PC6. get update about the bill of material for the job order		5	3	1	1
	PC7. breakdown operations and prepare or interpret operation bulletin		5	2	2	1
	PC8. understand machinery layout requirements for the specific products		4	2	1	1
	PC9. plan quality check points and control limits		3	1	1	1
	PC10. plan reduction of material and start-up losses		4	1	1	2
	PC11. conduct or refer findings of pilot run		4	1	2	1
	PC12. ensure all concerned people are updated of all the changes in buyer's specification		4	1	2	1
	PC13. identify skill levels of the operators for the	4	1	2	1	



	production line					
	PC14. identify operators and assign them tasks as per their skill and proficiency levels		4	1	2	1
	<b>Total</b>		<b>60</b>	<b>22</b>	<b>20</b>	<b>18</b>
<b>2. AMH/N2102</b>						
<b>Coordinate and Plan production as per specifications and schedule</b>	PC1. participate in pre-production meetings and communicate pro-actively to develop process and product understanding	<b>55</b>	6	2	2	2
	PC2. set qualitative and quantitative output target for each operation		5	2	1	2
	PC3. carryout pilot run or update with the findings of the pilot run and sampling for the particular style		4	1	2	1
	PC4. coordinate with planning / industrial engineering / for machine layout work aids		5	1	2	2
	PC5. coordinate with corresponding departments for ensuring the right quantity and quality of material is received		4	2	1	1
	PC6. allocate the operators as per their skill level for various operations		5	1	2	2
	PC7. coordinate with stores/ cutting dept./ qc lab / manager in charge to ensure preparedness to meet the production target		5	2	2	1
	PC8. set the process / line assembly/ batch in the sewing operation		6	1	3	2
	PC9. coordinate with quality control to check initial output and set quality check points		5	2	2	1
	PC10. ensure process for accuracy of input and output with regards to interdepartmental movement, vendor movement, incoming material and outgoing material.		5	2	2	1
	PC11. creating or complying with recording systems being used for monitor production targets		5	1	2	2
	<b>Total</b>		<b>55</b>	<b>17</b>	<b>21</b>	<b>17</b>
<b>3. AMH/N2103</b>						
<b>Execute and monitor production as per the plan, schedule and quality norms</b>	PC1. layout / set up machines in an arrangement that makes it easier and effective for material handling	<b>55</b>	4	1	2	1
	PC2. ensure all machinery work aids and handling aids are in proper condition		3	1	1	1
	PC3. ensure all accessories are in the store ready for issue		4	1	2	1
	PC4. ensure all quality checkpoints are in place for incoming intermediate and final stages		3	1	1	1

	PC5. follow up and check the incoming material for the first few pieces		3	1	1	1
	PC6. follow up and check first few pieces coming out of every operation		3	1	1	1
	PC7. approve the pieces from the quality control department		3	1	1	1
	PC8. verify the product as per the spec sheet		3	1	1	1
	PC9. verify the product through the merchandiser for ensuring all comments from the buyer have been updated		3	1	1	1
	PC10. minimize losses such as breakdown time, waiting time etc.		3	1	1	1
	PC11. create a mechanism / arrange for updating output periodically		3	1	1	1
	PC12. monitor and maintain periodic output as per target. (qualitative and quantitative)		4	1	2	1
	PC13. motivate and support team members to achieve and improve the desired level of output		3	1	1	1
	PC14. make necessary changes in case of contingencies		3	1	1	1
	PC15. control cost and wastage		4	2	1	1
	PC16. collaborate in organizational level initiatives on quality & productivity		3	1	1	1
	PC17. ensure preventive maintenance schedules are followed		3	1	1	1
	<b>Total</b>		<b>55</b>	<b>18</b>	<b>20</b>	<b>17</b>
<b>4. AMH/N 2104</b>						
<b>Manage performance and relations with people in the group and out of the group</b>	PC1. receive work instructions and feedback from reporting manager or other seniors in a proactive manner.		3	1	1	1
	PC2. communicate targets and get concurrence on targets from team members.		3	1	1	1
	PC3. communicate to reporting superior about process-flow improvements.		3	1	1	1
	PC4. communicate and sensitize about the defects and anticipated difficulties	<b>45</b>	4	1	2	1
	PC5. sensitize about the defects received from previous process and the losses on account of the same		3	1	1	1
	PC6. communicate to reporting superior about the shortages or performance related targets		4	1	2	1
	PC7. re-work based on feedback provided by superior on product, process and people		3	1	1	1
	PC8. motivate and organize team members to achieve the desired results		3	1	1	1

## CRITERIA FOR ASSESSMENT OF TRAINEES

### Sampling Tailor

### AMH/Q0701

### 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 Qualification Pack

				Marks Allocation		
		Total Marks	Out Of	Skills Practical	Theory	Viva
<b>1. AMH/N0701 Prepare for sampling</b>	PC1. Analyze & interpret the given tech pack or specification sheet of the garment sample to be developed	<b>55</b>	5	1	2	2
	PC2. Check the garment pattern as per the given style and measurement		5	1	2	2
	PC3. Mark the coordinate points for darts & seams as per the design in the garment pattern accurately for construction		5	1	3	1

	PC4. Follow instructions as specified by the buyer and create the master pattern for the garment sample to be developed		5	1	3	1
	PC5. Check the sampling material list with the given specifications in the		4	1	2	1
	PC6. Conform to company quality standards		4	1	1	2
	PC7. Minimise and dispose the waste materials in the approved manner		3	1	1	1
	PC8. Understand alterations in the pattern to meet customer requirements		5	2	1	2
	PC9. Respond appropriately if the garment pattern does not meet product specification & take corrective action		5	2	1	2
	PC10. Leave work area safe and secure when work is complete		4	1	2	1
	PC11. Collect the tools & materials required for sampling		4	2	1	1
	PC12. Check with in charge / others when unsure of new product details		3	1	1	1
	PC13. Carry out operations at a rate which maintains workflow		3	1	1	1
		<b>Total</b>	<b>55</b>	<b>16</b>	<b>21</b>	<b>18</b>
<b>2. AMH/N0702 Carry out fabric cutting operations for preparing garment sample</b>	PC1. Select the appropriate tools & materials for cutting	<b>65</b>	3	1	1	1
	PC2. Check the material/fabric with the given garment specification in the tech pack		6	2	3	1

	PC3. Check the quality and characteristics of the material, match the required standards before starting to cut		6	1	4	1
	PC4. Ensure there are no defects on the material		6	2	3	1
	PC5. Cut the various garment components with precision		8	2	5	1
	PC6. Avoid fabric/material wastage while cutting		8	2	4	2
	PC7. Dispose of waste materials safely and return re-useable materials		3	1	1	1
	PC8. Place the cut components for stitching after counting the pieces		4	1	2	1
	PC9. Make sure the cut components are carefully placed to minimise the risk of damage		4	2	1	1
	PC10. Check with sampling department when unsure of new product details		4	2	1	1
	PC11. Calculate the fabric requirement for one garment sample		5	3	1	1
	PC12. Identify and respond to any defects and damage due		5	1	3	1
	PC13. Work in conformance to legal requirements, organizational policies and procedures		3	1	1	1
		<b>Total</b>	<b>65</b>	<b>21</b>	<b>30</b>	<b>14</b>
<b>3. AMH/N0703 Stitch using machine or by hand</b>	PC1. Make sure the work area is free from hazards	<b>100</b>	3	0.5	2	0.5

## CRITERIA FOR ASSESSMENT OF TRAINEES

### Sewing Machine Operator

(AMH/Q0301)

### 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 400	Out Of	Theory	Skills Practical	Viva
<b>1. AMH/N0301 (Carryout Stitching activities using machine or by hand)</b>	PC1. Make sure the work area is free from hazards	<b>210</b>	3	1	1	1
	PC2. Follow the instructions on the work ticket/ job card in line with the responsibilities of respective job role		3	1	1	1
	PC3. Ask questions to obtain more information on tasks when the instructions you have are unclear		3	1	1	1
	PC4. Agree and review your agreed upon work targets with your supervisor and check for special instructions, if any		3	1	1	1
	PC5. Use the correct tools and equipments		3	1	1	1

	PC6. Check that equipment is safe and set up in readiness for use		3	1	1	1
	PC7. Select the correct component parts for the style being worked on		3	1	1	1
	PC8. Check that the materials to be used are free from faults		5	1	3	1
	PC9. Ensure the materials used meet the specification matching		3	1	1	1
	a. Within a product		4	1	2	1
	b. Between a pair of products where applicable		4	1	2	1
	PC10. Carry out test sews		4	1	2	1
	PC11. Check needles, awls and threads regularly		4	1	2	1
	PC12. Check if fabric / Component is correctly marked and pieces cut as required		4	1	2	1
	PC13. Fabric pieces and linings are pinned or sewn together as required, and appropriately hung in readiness for assembly		4	1	2	1
	PC14. Report faults in the materials		3	1	1	1
	PC15. Conform to company quality standards		3	1	1	1
	PC16. Report any damaged work to the responsible person		3	1	1	1
	PC17. Follow company reporting procedures about defective tools and machines which affect work and report risks/ problems likely to affect services to the relevant person promptly and accurately		4	1	2	1
	PC18. Sort and place work to assist the next stage of production and minimise the risk of damage		3	1	1	1
	PC19. Leave work area safe and secure when work is complete		4	1	2	1
	PC20. Complete forms, records and other documentation		4	2	1	1
	PC21. Examine the specific item to identify what type of stitching is best suited		4	1	2	1
	PC22. Estimate the expected length of time for the process		4	1	1	2

	PC23. Set up machine (Apparel Sewing machine) according to manufacturers' instructions and production requirements		4	1	2	1
	PC24. Set machine controls for the materials being stitched		5	1	3	1
	PC25. Cut the thread appropriately		4	1	2	1
	PC26. Thread the needle in the machine and adjust the needle as per the requirements		4	1	2	1
	PC27. Perform a test run to ensure machine is operating correctly		4	1	2	1
	PC28. Report defective machines, tools and/or equipment to the responsible person		4	1	2	1
	PC29. Operate machines safely and in accordance with guidelines		5	1	3	1
	PC30. Optimize the positioning and layout of materials to ensure a smooth and rapid throughput		6	1	4	1
	PC31. Check the equipment prior to making the stitching, including:		3	1	1	1
	a) Correct controls		4	1	2	1
	b) Correct attachments		4	1	2	1
	c) Changing needles		4	1	2	1
	d) Changing threads		4	1	2	1
	e) Changing awls		4	1	2	1
	f) Correct Timing		4	1	2	1
	PC32. Stitch the correct materials in the right sequence as required by the production specification		6	1	4	1
	PC33. Ensure stitched product conforms to shape and size requirement		4	1	2	1
	PC34. Ensure stitched products meets specification in terms of labels and trimmings		4	1	2	1
	PC35. Inspect stitched products against specifications		4	1	2	1
	PC36. Identify mark and place rejects in the designated locations		4	1	2	1



### **CRITERIA FOR ASSESSMENT OF TRAINEES**

#### **Specialized Sewing Machine Operator**

#### **AMH/Q2301**

#### **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

		Total Marks	Out of	Marks Allocation		
				Theo ry	Skills Pract ical	ViVa
1. AMH/N2301 Carry out different types of stitches using an specialised sewing machine	1) Make sure the work area is free from hazards	<b>140</b>	8	2	3	3
	2) Follow the instructions & specifications given in the Tech pack to stitch the sample		7	2	4	1
	3) Ask questions to obtain more information on tasks when the instructions you have are unclear		5	2	1	2
	4) Agree and review your agreed upon work targets with your supervisor and check for special instructions, if any		5	1	3	1
	5) Use the correct tools and equipments		4	1	2	1
	6) Check that equipment is safe and set up in readiness for use		4	1	2	1
	7) Select the correct component parts for the style being worked on		5	1	3	1

	8) Check that the materials to be used are free from faults		6	1	3	2
	9) Ensure the materials used meet the specification matching a) Within a product b) Between a pair of products where applicable		5	1	3	1
	10) Carry out test sews		5	1	3	1
	11) Check needles and threads regularly		5	1	3	1
	12) Check if fabric / Component is correctly marked and pieces cut as required		4	1	2	1
	13) Fabric pieces and linings are pinned or sewn together as required, and appropriately hung in readiness for assembly.		5	1	3	1
	14) Report faults in the materials		5	1	2	2
	15) Conform to company quality standards		6	3	1	2
	16) Report any damaged work to the responsible person		4	1	2	1
	17) Follow company reporting procedures about defective tools and machines which affect work and report risks/ problems likely to affect services to the relevant person promptly and accurately		5	2	2	1
	18) Operate machines safely and in accordance with guidelines		6	1	4	1
	19) Optimize the positioning and layout of materials to ensure a smooth and rapid throughput		5	2	2	1
	20) Check the equipment prior to making the stitching, including correct controls, correct attachments, correct needle & thread		6	1	4	1
	21) Stitch the correct materials in the right sequence as required by the product specification as per the specified stitch type (stitch classes), hems & seams		5	1	3	1
	22) Ensure stitched product conforms to shape and size requirement		4	1	2	1
	23) Ensure stitched products meets specification in terms of labels and trimmings		4	1	2	1
	24) Inspect stitched products against specifications		4	1	2	1
	25) Carry out alterations to meet customer requirements		5	1	3	1
	26) Minimise and dispose the waste materials in the approved manner		5	1	2	2

	27) Sew and apply trims by hand and machine		4	1	2	1
	28) Perform complex stitching operations with precision & accuracy		4	1	2	1
	Total		<b>140</b>	<b>35</b>	<b>70</b>	<b>35</b>
2. AMH/N2302 Contribute to achieve quality in sewing work	1) Identify and use materials required based on the specifications	<b>100</b>	7	2	3	2
	2) Take the necessary action when materials do not conform to quality standards		7	2	3	2
	3) Report and replace identified faulty materials and component parts which do not meet specification		7	2	4	1
	4) Identify modifiable defects and rework on them		7	2	4	1
	5) Carry out work safely and at a rate which maintains work flow		7	1	5	1
	6) Report to the responsible person when the work flow of other production areas disrupts work		6	1	3	2
	7) Test, sort, track feed and examine work in progress		7	1	5	1
	8) Carry out quality checks at specified intervals according to instructions		7	1	5	1
	9) Apply the allowed tolerances		6	1	4	1
	10) Identify faults and take appropriate action for rectification		7	1	5	1
	11) Make adjustments promptly to ensure the stitching work matches the specification		7	1	5	1
	12) Fault-find materials and components for creased, stained, damage and incorrectly made-up component parts		7	2	3	2
	13) Report faults in other processes to the appropriate person		6	1	4	1
	14) Maintain the required productivity and quality levels		6	1	4	1
	15) Complete and maintain documentation		6	1	3	2
	Total		<b>100</b>	<b>20</b>	<b>60</b>	<b>20</b>
3. AMH/N 0102 Maintain the work area, tools and machines	PC1. Handle materials, machinery, equipment and tools safely and correctly	<b>50</b>	4	1	2	1
	PC2. Use correct lifting and handling procedures		4	1	2	1
	PC3. Use materials to minimize waste		3	1	1	1
	PC4. Maintain a clean and hazard free working area		3	1	1	1

## CRITERIA FOR ASSESSMENT OF TRAINEES

### Advance Pattern Maker (CAD/CAM)

#### AMH/Q1101

#### 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 Mark	Out Of	Theory	Skills Practical	Viva
1. AMH/N1101 ( Pattern development through CAD/CAM )	PC1 .Downloading and organizing information obtained by designer/buyer	<b>150</b>	10	2	6	2
	PC2 Analysing specific information and translating according to company procedure		15	9	4	2
	PC3. Coordinate with merchandiser to ensure clarity of information and resolve any possible misinterpretations		12	4	6	2
	PC4. Draft the pattern on the CAD software as per specification given		15	3	10	2
	PC5. Digitize the manual pattern on the CAD software, if applicable, as per specification given		15	2	12	1

	PC6. Adjust the pattern specifications as per the standard and allowances required		6	2	2	2
	PC7. Perform size wise grading of patterns as provided in the BOM(Bill of Material)		10	2	7	1
	PC8. Incorporate shrinkage in pattern grading		9	1	7	1
	PC9. Determine the cut ratio plan		9	2	5	2
	PC10. Perform the most efficient marker( lay planning) according to the configuration intended		15	2	10	3
	PC11. Set Parameters on CAM as per required output		7	1	4	2
	PC12. Ensure the design output is cut and hand over to the next department		7	2	4	1
	PC13. Ensure the work is saved as a back-up before shutting down the CAD machine		5	1	3	1
	PC14. Take printout of mini marker to be handed over to the merchandiser, for reference		10	1	7	2
	PC15. Shut down, after use, the CAD/CAM system carefully and in accordance with company instructions		5	1	1	3
		<b>Total</b>	<b>150</b>	<b>35</b>	<b>88</b>	<b>27</b>
2 AMH/N1102 (Maintenance of work area, machinery tools and equipments)	PC1.Prepare and organize work	<b>70</b>	5	1	3	1
	PC2. Use correct handling procedures.		9	2	5	2

	PC3. Work in comfortable position with correct posture		5	1	3	1
	PC4. Deal with work interruptions		9	3	5	1
	PC5. Maintain tools and equipment		7	2	4	1
	PC6. Carry out running maintenance within agreed schedules		5	1	3	1
	PC7. Carry out maintenance and/or cleaning within one's responsibility		4	1	2	1
	PC8. Report unsafe equipment and other dangerous occurrences		7	2	3	2
	PC9. Use cleaning equipment and methods appropriate for the work to be carried out		4	1	2	1
	PC10. Carry out cleaning according to schedules and limits of responsibility		3	1	1	1
	PC11. Request for upgrading of system or softwares when required for effective working		4	1	2	1
	PC12. Always a backup file to be maintained when working on various design softwares		4	1	2	1

## **CRITERIA FOR ASSESSMENT OF TRAINEES**

### **Fashion Designer**

#### **AMH/Q1201**

#### **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

		Total Marks	Out of	Marks Allocation		
				Theory	Skills Practical	Viva
1. AMH/N1201 Prepare to make a design collection	PC1. Research on fashion trends and identify the emerging theme	80	9	4	2	3
	PC2. Product range and previous designs developed by the business are reviewed to assess relevance to current design.		8	2	4	2
	PC3. Business processes and client goals are identified.		10	4	2	4
	PC4. Research is conducted on target market, materials, designs, processes and marketing materials according to the needs of the design		10	3	4	3
	PC5. Quality standards for designs are identified.		8	3	3	2
	PC6. Design themes and style requirements of design are determined		10	3	5	2
	PC7. Budget, cost points and timing constraints are identified.		8	4	2	2
	PC8. Requirements for use of fabrics, materials, suppliers and production processes are determined.		7	2	4	1
	PC9. Client Requirements are confirmed with the client		10	3	4	3
	Total			80	28	30

2. AMH/N1202 Prepare prototype garments for the collection	PC1. Create tech pack which clearly conveys all guidelines for development of the sample	110	10	3	5	2
	PC2. Appropriate personnel are consulted with to confirm feasibility and appropriateness of tech pack		10	2	5	3
	PC3. Sketches, drawings and samples are used to illustrate design requirements, as appropriate		10	2	5	3
	PC4. Given tech packs on the range to be finalised		10	3	5	2
	PC5. Required involvement of sampling merchandiser, patternmaker, tailor are identified, finalised and briefed about the collection		10	2	5	3
	PC6. Monitoring procedures and checking points are determined.		8	2	3	3
	PC7. Design development personnel selected are briefed and time constraints met		12	4	5	3
	PC8. Construct the prototype and given to concerned dept for better understanding on the product, if required		10	3	5	2
	PC9. Development of sample is monitored to ensure budget and time constraints are met		10	2	6	2
	PC10. Problems or inconsistencies in sample are identified and addressed.		10	3	4	3
	PC11. Evaluate the prototype sample received.		10	2	6	2
	Total	110	28	54	28	
3. AMH/N1203 Evaluate design development process	PC1. Analyse the prototype sample along with the design team	120	12	4	5	3
	PC2. Coordinate along with design team to check sample against the tech pack given to the sampling merchandiser, the look and feel and fit of the sample		15	4	7	4
	PC3. Identify the prototype for the feasibility of the garment in terms of sourcing of the fabric and the trims available for the span of production		12	3	6	3
	PC4. Identify various product testing to proceed with prototype		15	2	7	6
	PC5. Incorporate modification of the sample until approved for final production		18	5	9	4
	PC6. Get approval on the prototype/final tech pack, agreement finalized with the client		18	6	8	4
	PC7. Document Design brief, development processes and outcomes		15	4	7	4



	PC8. Complete Documentation processes, including filing and storing		15	4	7	4
	Total		120	32	56	32
4. AMH/N1204 Maintain workarea, tools, machines and computers	PC1. Handle materials, drawing and pattern drafting tools, equipment and then system for computer designing with care	40	3	1	1	1
	PC2. Use correct handling procedures.		3	1	1	1
	PC3. Use materials to minimize waste		3	1	1	1
	PC4. Use of measuring devices effectively		3	1	1	1
	PC5. Maintain tools and equipment		2	0.5	1	0.5
	PC6. Carry out running maintenance within agreed schedules		3	1	1	1
	PC7. Carry out maintenance and/or cleaning within one's responsibility		3	1	1	1
	PC8. Report unsafe equipment and other dangerous occurrences		3	0.5	1	1.5
	PC9. Work in a comfortable position with the correct posture		2	0.5	1	0.5
	PC10. Use cleaning equipment and methods appropriate for the work to be carried out		3	1	1	1
	PC11. Dispose of waste safely in the designated location		2	0.5	1	0.5
	PC12. Carry out cleaning according to schedules and limits of responsibility		3	1	1	1
	PC13. Request for up gradation of system or software's when required for effective working		3	1	1	1
	PC14. Always a backup file to be maintained when working on various design software's		2	0.5	1	0.5
	PC15. All soft copies of design work to be maintained in files as well for future reference		2	0.5	1	0.5
	Total		40	12	15	13
5. AMH/N0103 Maintain health, safety and security at workplace	PC1. Comply with health and safety related instructions applicable to the workplace		3	1	1	1
	PC2. Use and maintain personal protective equipment as per protocol		3	1	1	1
	PC3. Carryout own activities in line with approved guidelines and procedures		3	1	1	1
	PC4. Maintain a healthy lifestyle and guard against dependency on intoxicants	50	3	1	1	1
	PC5. Follow environment management system related procedures		3	1	1	1
	PC6. Identify and correct(if possible) malfunctions in machinery and equipment		3	1	1	1
	PC7. Report any service malfunctions that cannot be rectified		3	1	1	1
	PC8. Store materials and equipment in line with manufacturer's and organizational requirements		3	1	1	1
	PC9. Safely handle and move waste and debris		3	1	1	1

## CRITERIA FOR ASSESSMENT OF TRAINEES

### Merchandiser

### (AMH/Q0901)

### 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/N0901 Analyze Product	PC1. Research on market trends	<b>100</b>	15	8	5	2
	PC2. Review previous designs & samples developed by the business to assess relevance to current design/samples.		15	5	8	2
	PC3. Identify business processes and client goals		15	3	10	2
	PC4. Conduct research on target market, materials, trims, better or new sources /suppliers for procurement		15	6	7	2
	PC5. Identify Quality standards for designs		15	8	4	3
	PC6. Identify budget, cost points and timing constraints		15	11	2	2
	PC7. Check the Techpack received and identify it with the design brief given by the designer and also checked if all specifications are there in the techpack, If not clarify and modify if needed.		10	4	4	2
	<b>Total</b>	<b>100</b>	<b>45</b>	<b>40</b>	<b>15</b>	
2. AMH/N0902 Establish merchandising objectives	PC1. Identify the vendors for initial development and also be able to confirm on for bulk if approved	<b>50</b>	5	1	3	1
	PC2. Update the Vendor database		4	1	2	1
	PC3. Identify the Vendors		4	1	2	1
	PC4. Collect all kind of relevant swatches to meet the design brief from fabrics to trims and get		4	1	2	1

	confirmation on the same					
	PC5. Appropriate personnel are consulted with to confirm feasibility and appropriateness of techpack		4	1	2	1
	PC6. Prepare a well formed BOM (Bill of Material) for each of the styles in the collection. This is a critical and important element for a merchandiser and so should be able to specify all that is required like the raw material, parts, quantities of each needed to manufacture the end product.		5	3	1	1
	PC7. Initial costing of the sampling derived		4	2	1	1
	PC8. Appropriate personnel identified for the consumption to be made for making		3	1	1	1
	PC9. Required involvement of patternmaker and tailor are identified		4	1	2	1
	PC10. Monitoring procedures and checking points are determined.		4	2	1	1
	PC11. Techpack sent to appropriate personnel(IE Department) to calculate the SAM(Standard Allowed Minute)of the sample if BOM provided by buyer or this is done during the process of the development of the sample when the BOM is internally created by the merchandiser		5	2	2	1
	PC12. Time constraints met to make the sample and also a rough TNA(Time and Action)calendar made with the estimated details got to fix on the delivery date after confirmation on the sample		4	2	1	1
		<b>Total</b>	<b>50</b>	<b>18</b>	<b>20</b>	<b>12</b>
3. AMH/N0903 Develop and present merchandising plan	PC1. Check the specification sheet prepared in accordance with standard format	<b>50</b>	12	7	3	2
	PC2. Preparation and cutting of patterns and detailed drawings, mini markers are checked/confirmed in coordination with concerned personnel		6	2	3	1
	PC3. Check if the patterns developed are according to the shrinkage report ,tested and received		4	1	2	1
	PC4. Assembled garments are checked according to specification sheet, accepted garment assembly techniques		6	2	3	1
	PC5. Prototype sent for Test report either according to company norms or as per the buyers standards requested		6	1	4	1
	PC6. Prototype checked with design team and sent to buyer for approval and accordingly changes done if any and confirmed for production. Size sets approved internally		4	1	2	1
	PC7. Raise and Receive P.O(Purchase Order) &P.I (Performa Invoice) after confirmation on the		4	2	1	1

	costing to buyer and vendor					
	PC8. Approval and updation of all the work sheets, like the trims sheet, fabric sheet, consumption sheet(fabric and thread) this also includes in teckpack, if any, required		4	2	1	1
	PC9. Actual TNA updated and sent for approval		4	2	1	1
		<b>Total</b>	<b>50</b>	<b>20</b>	<b>20</b>	<b>10</b>
4.AMH/N0904Orga nizeand coordinate for pre-production	PC1. Be updated on the TNA prepared	<b>50</b>	5	3	1	1
	PC2. Coordinate with all depts. Check on mainly with status on the warehouse to know if the raw materials, trims and all necessary ordered are getting in-house on time		4	1	2	1
	PC3. When half the items are in-house then the PPM (pre-production meeting) is held and hand over of file takes place. Hence create a good accurate file.		5	3	1	1
	PC4. Sort out issue based PPM meeting, if any		4	2	1	1
	PC5. Content should be according to the usage or preference		5	3	1	1
	PC6. Ensure the file should have the techpack, production order sheet with size break up, cut plan and mini marker, packaging specification, washing instruction (if any), all the approved swatches and samples with strike offs if any, Test report, TNA Chart and important mail conversations.		10	6	3	1
	PC7. At Pre-production Meeting, the merchandiser clarifies and address any potential issues if any		7	3	2	2
	PC8. Identify any other issues, raised if any from the other department personnel attending the meeting		5	3	1	1
	PC9. Hand over to be done and minutes of the meeting sent to all involved		5	1	3	1
			<b>Total</b>	<b>50</b>	<b>25</b>	<b>15</b>
5.AMH/N0905Fact ory coordination and managing shipment	PC1. Check execution of orders, whether it is running on time	<b>50</b>	10	5	4	1
	PC2. Coordinate with buyer or buying house if any clarification is required, that is if any issue raised during production is not well identified internally		10	7	2	1
	PC3. Coordinating with buying house QA or 3rd Party QA for initial/mid and final inspection of shipment.		10	5	4	1
	PC4. Taking responsibility of inspections		5	1	3	1

## CRITERIA FOR ASSESSMENT OF TRAINEES

### QC Executive – Sewing Line

#### (AMH/Q1401)

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

		Total Marks 450	Out Of	Marks Allocation		
				Theory	Skills Practical	Viva
<b>1. AMH/N1401 Identify and assess the quality of raw material</b>	PC1. Inspect the work area is free from hazards as per the safety norm of the organization	<b>100</b>	8	2	5	1
	PC2. Inspect the work area and check for the cleanliness and as per the organizational standards		7	3	3	1
	PC3. Ensure that the work is carried out as per the quality specifications mentioned		15	5	8	2
	PC4. Randomly inspect and check the various types of raw materials received are free from defects and is as per the quality standards		15	4	9	2
	PC5. Identify and inspect the accuracy of pattern and template before cutting of fabric		10	4	5	1
	PC6. Identify and check the machine setting and attachments as per production standards		10	4	5	1
	PC7. Control charts are prepared and implemented to monitor quality during production according to workplace procedures		10	2	7	1
	PC8. Analyse and interpret in relation to product specification, the data and results of quality monitoring and recorded according to the workplace procedures like work order, trim card, style history file,		15	4	10	1

	measurement charts and approved pilot sample.					
	PC9. Maintain all documents related to inspection		10	4	5	1
		<b>Total</b>	<b>100</b>	<b>32</b>	<b>57</b>	<b>11</b>
<b>2. AMH/N1402</b>						
<b>Identify and assess the quality in sewing room</b>	PC1. Inspect the work area is free from hazards as per the safety norm of the organization		8	2	5	1
	PC2. Inspect the work area and check for the cleanliness and as per the organizational standards		7	3	3	1
	PC3. Ensure that the work is carried out as per the quality specifications mentioned		15	6	8	1
	PC4. Inspect and check the quality during the stitching process		10	3	6	1
	PC5. Identify and inspect the handling methods, work instructions, tension, foot pressure of sewing room operations		8	3	4	1
	PC6. Identify the issues in terms of cause and corrective actions required, like the stitch length, thread compatibility, curling, shading, uneven panels, pulling or puckering, stretching, needle type and needle damage.	<b>100</b>	15	4	6	5
	PC7. Control charts are prepared and implemented to monitor quality during production according to workplace procedures		10	3	5	2
	PC8. Analyse and interpret in relation to product specification, the data and results of quality monitoring and recorded according to the workplace procedures		10	3	5	2
	PC9. Reject the parts or garment which do not meet the quality specifications		10	5	3	2
	PC10. Ensure that the stitched garment meet the parameters of the quality standard		7	2	3	2
		<b>Total</b>	<b>100</b>	<b>34</b>	<b>48</b>	<b>18</b>
<b>3. AMH/N1403</b>						
<b>Identify and assess the quality after finishing of garment</b>	PC1. Inspect the work area is free from hazards as per the safety norm of the organization		7	1	4	2
	PC2. Inspect the work area and check for the cleanliness and as per the organizational standards	<b>100</b>	5	1	2	2
	PC3. Ensure that the work is carried out as per the quality specifications mentioned.		8	2	4	2

	PC4. Inspect the garments after it has come from various stages of finishing process treated on it, if applicable		8	2	4	2
	PC5. Clarify and send for rectification if any noticeable after any finishing treatment, given if any		5	1	2	2
	PC6. Inspect and check the quality during the trimming process		7	1	4	2
	PC7. Perform a random check to see if garments are free from defects and trimming process		5	1	3	1
	PC8. Inspect and handle damages as per the quality standards		7	1	4	2
	PC9. Reject the pieces which do not meet the quality, if necessary		5	1	3	1
	PC10. Identify and inspect the pressing and packing operations		7	1	4	2
	PC11. Pressing operation problems and faults are explained in terms of cause and corrective action taken.		7	1	5	1
	PC12. Ensure the parameters are set as per the manufacturers instruction		5	1	2	2
	PC13. Ensure the quality is as per the specified quality standards		7	2	4	1
	PC14. Ensure the quality is free from production and handling damages		5	1	2	2
	PC15. Control charts are prepared and implemented to monitor quality during production according to workplace procedures		7	2	4	1
	PC16. Give feedback on the quality of the pieces on continuous basis		5	1	3	1
		<b>Total</b>	<b>100</b>	<b>20</b>	<b>54</b>	<b>26</b>
<b>4. AMH/N1404 Coordination with different Departments</b>	PC1. Receive work instructions and feedback from reporting manager or other senior		4	1	2	1
	PC2. Communicate to reporting superior about process-flow improvements, product		4	1	2	1
	PC3. Defects received from previous process, repairs and maintenance of tools and machinery as required	<b>50</b>	6	2	2	2
	PC4. Communicate to reporting superior about employee management, i.e., shortages or performance related		5	2	2	1
	PC5. Communicate any potential hazards or expected process disruptions		6	2	3	1
	PC6. Re-work based on feedback provided by superior on product, process and people		5	1	2	2



## CRITERIA FOR ASSESSMENT OF TRAINEES

### Quality Assessor

AMH/Q1701

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	Out Of	Theory	Skills Practical	Viva
1.AMH/N1701 Understand and Comply with Product Specification, Process and Procedure	PC1. Refer & analyse the Tech Pack and Reference Samples to evaluate production quality	100	8	5	2	1
	PC2. Evaluate the Fabric / Accessories / Quality reports tested internally or externally		10	3	6	1
	PC3. Plan Checks points where Quality Control has to be exercised in consultation with the immediate supervisor		8	3	4	1
	PC4. Refer / Evolve and document tolerances for process or raw material in consultation with immediate supervisor.		6	2	2	2



	PC5. Receive communicate to all concerned the relevant standards.		8	3	4	1
	PC6. Ensure that the standards have been clearly understood and seek confirmation of the same		8	3	1	4
	PC7. Communicate proactively if the systems are not producing the desired outcome		8	3	4	1
	PC8. Keep all the reference samples and reference manuals accessible and in a good condition		10	4	4	2
	PC9. Ensure correct and updated formats for creating quality related records and reports are being used		10	7	1	2
	PC10. Obtain help or advice from appropriate people, where necessary		8	5	1	2
	PC11. Understand and analyse the garment construction process		8	3	4	1
	PC12. Understand and analyse the garment finishing & packing standards & processes		8	4	3	1
		<b>Total</b>	100	45	36	19
2.AMH/N1702 Conduct Quality Assurance Procedure	PC1. Establish Checkpoints at / between work stations at appropriate points	<b>100</b>	8	2	4	2
	PC2. Keep the work area organized		10	2	7	1
	PC3. The pace of decision making should be time bound and not disrupt the material flow frequently		6	2	3	1
	PC4. Treat confidential information correctly		6	3	2	1
	PC5. Work in line with your organization's policies and procedures		10	2	6	2
	PC6. Work within the limits of your job role		8	3	4	1

	PC7. Obtain guidance from appropriate people, where necessary		6	3	2	1
	PC8. Ensure your work meets the agreed requirements		5	2	2	1
	PC9. Consult your immediate supervisor frequently and proactively		5	2	1	2
	PC10. Evolve levels of decision making in consultation with the Line of Command and communicate the same		6	2	2	2
	PC11. Ensure process like segregation and material flow are followed strictly		8	2	4	2
	PC12. Build process of Quality Control approval on each products through quality Control stickers or any other marking material		8	2	1	5
	PC.13 Build accountability for wrong Quality approved or right quality disapproved		6	2	2	2
	PC.14 Be aware and build awareness about the cost of quality and control adequately		8	2	4	2
		<b>Total</b>	<b>100</b>	<b>31</b>	<b>44</b>	<b>25</b>
3. AMH/N1703 Analyse and Manage Quality Issues	PC1. Communicate to all concerned about the relevant standards.		7	2	4	1
	PC2. Identify and use best quality tools		12	3	7	2
	PC3. Interpret the standards for a garment construction	60	10	4	3	3
	PC4. Ensure that the standards have been clearly understood and seek confirmation of the same		8	4	2	2
	PC5. Communicate proactively if the systems are not producing the desired outcome		7	2	4	1

## CRITERIA FOR ASSESSMENT OF TRAINEES

### Sampling Coordinator

(AMH/1801)

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	Out of	Theory	Skills Practical	Viva
1. AMH/N1801 Preparing for sampling	PC1. Conduct research on target market, materials, trims and identify better or new sources /suppliers for procurement	100	11	5	4	2
	PC2. Plan according to sample delivery dates		11	6	3	2
	PC3. Identify sampling requirements in accordance with the sampling plan		11	6	3	2
	PC4. Check the specification sheet prepared, in accordance with standard format		11	6	3	2
	PC5. Review previous designs & samples developed by the business to assess relevance to current design/samples.		11	3	6	2

	PC6. Check the preparation and cutting of patterns and detailed drawings and confirm it in coordination with concerned personnel		12	4	4	4
	PC7. Verify sample work order and ensure that all the specifications are incorporated		11	2	6	3
	PC8. Ensure that the approvals are got from concerned personnel for print/embroidery, over dye/wash etc		11	2	6	3
	PC9. Ensure that all depts. concerned are given all the necessary items to prepare the proto sample		11	5	4	2
		<b>Total</b>	<b>100</b>	<b>39</b>	<b>39</b>	<b>22</b>
2.AMH/N1802 Coordinate the flow of samples	PC1. Check the assembled garments in accordance to specification sheet	<b>100</b>	14	6	1	7
	PC2. Communicate assembly issues to appropriate production personnel for necessary adjustments		14	6	1	7
	PC3. Test fit finished proto-type and compare based on specification sheet		14	5	5	4
	PC4. Give instructions to concerned personnel to make the necessary alterations in accordance with the revised specification sheet		14	5	5	4
	PC5. Incorporate the comments received from buyer and make fit sample with actual trims and fabric		12	5	5	2
	PC6. Check the size set samples made accordingly to ensure proper grading done as per the buyer's specifications		12	4	4	4
	PC7. Ensure that all the corrections and comments from buyer's on the final approved sample are to be incorporated, before handing over to the next department.		20	9	6	5
		<b>Total</b>	<b>100</b>	<b>40</b>	<b>27</b>	<b>33</b>
3.AMH/N1803 Maintain the records	PC1. Ensure that all the records are well maintained	<b>90</b>	<b>15</b>	<b>6</b>	<b>5</b>	<b>4</b>

	PC2. Ensure that all the given formats are to be got in respect to making the samples like the Sample requisition, for creation of sample work order.		15	6	5	4
	PC3. Ensure detailed techpack is received to prepare for the fabric ,trims and garment to be developed for proto		15	7	3	5
	PC4. Maintain a proper sample plan, as this a plan for all the styles for the month		14	7	5	2
	PC5. Ensure that all the counter samples of the particular season are returned		15	6	5	4
	PC6. Prepare a counter sample –returning chart for future reference		16	6	7	3
		Total	90	38	30	22
4 AMH/N0103 Maintain health, safety and security at workplace	PC1. Comply with health and safety related instructions applicable to the workplace	60	3	1	1	1
	PC2. Use and maintain personal protective equipment as per protocol		3	1	1	1
	PC3. Carry out own activities in line with approved guidelines and procedures		4	1	2	1
	PC4. Maintain a healthy lifestyle and guard against dependency on intoxicants		3	1	1	1
	PC5. Follow environment management system related procedures		3	1	1	1
	PC6. Identify and correct (if possible) malfunctions in machinery and equipment		4	1	2	1
	PC7. Report any service malfunctions that cannot be rectified		3	1	1	1
	PC8. Store materials and equipment in line with manufacturer's and organizational requirements		4	1	2	1
	PC9. Safely handle and move waste and debris	3	1	1	1	