

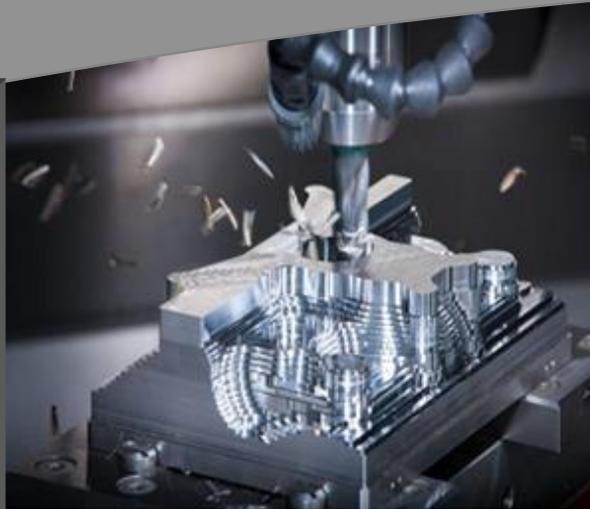
QUALIFICATIONS PACK- OCCUPATIONAL STANDARDS FOR PLASTICS INDUSTRY

What are Occupational Standards (OS)?

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

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Introduction

Qualifications Pack- Plastics Mould Manufacturing Assistant

SECTOR: RUBBER

SUB SECTOR: MANUFACTURING/ PLASTICS PROCESSING

OCCUPATION: PLASTICS MOULD MANUFACTURING

REFERENCE ID: RSC/Q4702 (CPC/Q5703)

ALIGNED TO:

Brief Job Description:

The individual work will be assists in Making the Mould Parts, Mould assembly & Mould Trails. The individual will capable to operation of the Machine Tools like Lathe, Milling, Shaper, Surface Grinder, Cylindrical Grinder to produce good quality Mould Parts, he also capable to operate the EDM Machine to produce mould cavity.

Personal Attributes:

This job requires the basic communication, basic numerical & computational abilities for the individuals to work under close supervision. The assistant mould maker is expected to be able to work in a factory environment and have the ability to work in standing position for long hours.

Qualifications Pack for Plastic Mould Manufacturing Assistant

Job Details	Qualifications Pack Code	RSC/Q4702 (CPC/Q5703)		
	Job Role	Plastic Mould Manufacturing Assistant		
	Credits (NSQF)	24	Version number	1.0
	Sector	Rubber	Drafted on	18/05/2016
	Sub Sector	Manufacturing / Plastics Processing	Last reviewed on	26/12/2016
	Occupation	Plastics Mould Manufacturing	Next review date	31/12/2021
	NSQC Clearance on	21/07/2016		

Job Role	Plastic Mould Manufacturing Assistant
Role Description	Assist the Head Mould Maker in terms of Making the Moulds Parts by operating the Conventional Machine Tools like Lathe, Milling, Shaper, Grinder & EDM .He will assist the CNC Programmer & Operator by operating the CNC Lathe & Milling Machine. He will assist the Mould Maker in Polishing & Assembly Work of Mould.
NSQF level	3
Minimum Educational Qualifications*	VIII th Standard
Maximum Educational Qualifications*	N.A.
Training (Suggested but not mandatory)	No previous training required
Minimum Job Entry Age	18
Experience	No previous experience required
Applicable National Occupational Standards (NOS)	Compulsory: <ol style="list-style-type: none"> RSC/N4101 (CPC/N0411) To maintain basic healthy and safety work practices at workplace, 5s RSC/N4701 (CPC/N5702): To understand basic concepts of Engineering drawing & Can able to study the Job Drawing/ Blue Print & Dimensional Tolerances job RSC/N4702 (CPC/N5703): Assist in performing the Mould making Process by use of different types of Hand tools RSC/N4703 (CPC/N5704): Study Types of Mould and its function RSC/N4705 (CPC/N5705):To Study about mould polishing and mould assembly RSC/N4203 (CPC/N7014) Effective working with others
Performance Criteria	As described in the relevant OS units

Qualifications Pack for Plastic Mould Manufacturing Assistant

Definitions

Keywords /Terms	Description
Core Skills/Generic Skills	Core Skills or Generic Skills are a group of skills that are key to learning and working in today's world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles.
Description	Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for.
Function	Function is an activity necessary for achieving the key purpose of the sector, occupation, or area of work, which can be carried out by a person or a group of persons. Functions are identified through functional analysis and form the basis of OS.
Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an organization.
Knowledge and Understanding	Knowledge and Understanding are statements which together specify the technical, generic, professional and organizational specific knowledge that an individual needs in order to perform to the required standard.
Occupational Standards (OS)	OS are Occupational Standards which apply uniquely in the Indian context
Occupation	Occupation is a set of job roles, which perform similar/related set of functions in an industry.
Organizational Context	Organizational Context includes the way the organization is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.
Performance Criteria	Performance Criteria are statements that together specify the standard of performance required when carrying out a task.
Qualifications Pack(QP)	Qualifications Pack comprises the set of NOS, together with the educational, training and other criteria required to perform a job role. A Qualifications Pack is assigned a unique qualification pack code.
Qualifications Pack Code	Qualifications Pack Code is a unique reference code that identifies a qualifications pack.
Scope	Scope is the set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on the quality of performance required.
Sector	Sector is a conglomeration of different business operations having similar businesses and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
Sub-Sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
Sub-functions	Sub-functions are sub-activities essential to fulfil the achieving the objectives of the function.
Technical Knowledge	Technical Knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
Unit Code	Unit Code is a unique identifier for a OS unit, which can be denoted with an 'N'
Unit Title	Unit Title gives a clear overall statement about what the incumbent should be able to do.
Vertical	Vertical may exist within a sub-sector representing different domain areas or the client industries served by the industry.

Qualifications Pack for Plastic Mould Manufacturing Assistant

Acronyms	Keywords /Terms	Description
	OS	Occupational Standard(s)
	NVEQF	National Vocational Education Qualifications Framework
	NVQF	National Vocational Qualifications Framework
	NSQF	National Skills Qualifications Framework
	OEM	Original Equipment Manufacturer
	OS	Occupational Standard(s)
	QP	Qualifications Pack

RSC/N4101 (CPC/N0411) Maintain basic health & Safety Practices at the workplace, 5S



Overview

This unit Covers health, safety and security at the work place. This includes procedures and practices that candidates need to follow to help maintain a healthy, safe and secure work environment.

RSC/N4101 (CPC/N0411) Maintain basic health & Safety Practices at the workplace, 5S

National Occupational Standards	Unit Code	RSC/N4101 (CPC/N0411)
	Unit Title (Task)	Maintain basic health and safety practices at the workplace, 5S
	Description	<p>This OS unit is about knowledge and practices relating to health, safety and security that candidates need to use in the workplace. It covers responsibilities towards self, others, assets and the environment.</p> <p>It includes understanding of risks & hazards in the workplace, along with common techniques to minimize risk, deal with accidents, emergencies etc. It covers knowledge of fire safety, common first aid applications and safe practice.</p> <p>This OS is about ensuring all 5S activities both at the shop floor and the office area to facilitate increase in work productivity.</p>
	Scope	<p>The role holder will be responsible for</p> <ul style="list-style-type: none"> • Health and safety procedure. • Fire safety procedure. • Emergencies, rescue and first aid procedures. • Ensure sorting, stream lining, storage and documentation, cleaning, standardization and sustenance across the plant premises of the organization.
Performance Criteria (PC) w.r.t. the Scope		
Element	Performance Criteria	
Health and safety	<p>The individual on the job should ensure to:</p> <p>PC1. Wear protective clothing/equipment for specific tasks and work conditions</p> <p>PC2. Carry out safe working practices while dealing with hazards to ensure the safety of Self and others.</p> <p>PC3. Ensure good housekeeping practices at all times</p>	
Fire safety	<p>The individual on the job should be able to:</p> <p>PC4. Use the various appropriate fire extinguishers on different types of fires correctly</p> <p>PC5. Demonstrate rescue techniques applied during fire hazard, demonstrate good housekeeping in order to prevent fire hazards, demonstrate the correct use of a fire extinguisher.</p>	
Emergencies, rescue and first aid procedures.	<p>PC6. Identify activities which can cause potential injury through sharp objects, burns, fall, electricity, gas leakages, radiation, poisonous fumes, chemicals, loud noise, and Identify areas in the plant which are potentially hazardous / unhygienic in nature. Conduct regular checks with support of the maintenance team on machine health to identify potential hazards due to wear and tear of machine.</p> <p>PC7. Inform the concerned authorities on the potential risks identified in the processes, workplace area/ layout, materials used etc, Inform the concerned authorities about machine breakdowns, damages which can potentially harm man/ machine during operations.</p> <p>PC8. Create awareness amongst others by sharing information on the identified risks.</p>	

RSC/N4101 (CPC/N0411) Maintain basic health & Safety Practices at the workplace, 5S

<p>Ensure sorting, stream lining, storage and documentation, cleaning, standardization and sustenance across the plant premises of the organization.</p>	<p>PC9. Follow the sorting process and check that the tools, fixtures & jigs that are lying on workstations are the ones in use and unnecessary items are not cluttering the workbenches or work surfaces.</p> <p>PC10. Ensure segregation of waste in hazardous/ non Hazardous waste as per the sorting work instructions</p> <p>PC11. Follow the technique of waste disposal and waste storage in the proper bins as per SOP</p> <p>PC12. Segregate the items which are labeled as red tag items for the process area and keep them in the correct places</p> <p>PC13. Sort the tools/ equipment/ fasteners/ spare parts as per specifications/ utility into proper trays, cabinets, lockers as mentioned in the 5S guidelines/ work instructions</p> <p>PC14. Ensure that areas of material storage are not overflowing</p> <p>PC15. Ensure properly stack the various types of boxes and containers as per the size/ utility to avoid any fall of items/ breakage and also enable easy sorting when required</p> <p>PC16. Return of extra material and tools to the designated sections and make sure that no additional material/ tool is lying near the work area</p> <p>PC17. Follow the floor markings/ area markings used for demarcating the various sections in the plant per the prescribed instructions and standards</p> <p>PC18. Follow the proper labelling mechanism of instruments/ boxes/ containers and maintaining reference files/ documents with the codes and the lists</p> <p>PC19. Ensure to check the items in the respective areas have been identified as broken or damaged</p> <p>PC20. Follow the given instructions and check for labelling of fluids, oils, lubricants, solvents, chemicals etc. and proper storage of the same to avoid spillage, leakage, fire etc.</p> <p>PC21. To make sure that all material and tools are stored in the designated places and in the manner indicated in the 5S instructions</p>
<p>Knowledge and Understanding (K)</p>	
<p>A. Organizational Context (Knowledge of the company / organization and its processes)</p>	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. The relevant standards, procedures and policies related to Health, Safety and Environment followed in the company</p> <p>KA2. The emergency handling procedures & hierarchy for escalation</p>
<p>B. Technical Knowledge</p>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. The basic knowledge of Safety procedures (fire fighting, first aid) within the organization</p> <p>KB2. The basic knowledge of various types of PPEs and their usage</p> <p>KB3. The basic knowledge of risks/hazards associated with each occupation in the organization</p> <p>KB4. The knowledge of personal hygiene and how an individual contribute towards creating a highly safe and clean working environment the individual on the job needs to know and understand.</p>

RSC/N4101 (CPC/N0411) Maintain basic health & Safety Practices at the workplace, 5S

	<p>KB5. The meaning of “hazards” and “risks”</p> <p>KB6. The health and safety hazards commonly present in the work environment and related precautions</p> <p>KB7. The possible causes of risk, hazard or accident in the workplace and why risk and/or accidents are possible</p> <p>KB8. The Possible causes of risk and accident (due to oil leakage)</p> <p>KB9. Methods of accident prevention</p> <p>KB9. Safe working practices when working with tools and machines</p> <p>KB10. Safe working practices while working at various hazardous sites</p> <p>KB11. To know the where to find all the general health and safety equipment in the workplace</p> <p>KB12. Various dangers associated with the use of electrical equipment</p> <p>KB13. Preventative and remedial actions to be taken in the case of exposure to toxic materials</p> <p>KB14. The Importance of using protective clothing/equipment while working</p> <p>KB15. Precautionary activities to prevent the fire accident</p> <p>KB16. Various causes of fire</p> <p>KB17. To know the techniques of using the different fire extinguishers</p> <p>KB18. To know the different methods of extinguishing fire</p> <p>KB19. To know the different materials used for extinguishing fire</p> <p>KB20. Rescue techniques applied during a fire hazard</p> <p>KB21. Various types of safety signs and what they mean</p> <p>KB22. To know the appropriate basic first aid treatment relevant to the condition e.g. shock, electrical shock, bleeding, breaks to bones, minor burns, resuscitation, poisoning, eye injuries</p> <p>KB23. To know the content of written accident report</p> <p>KB24. Potential injuries and ill health associated with incorrect manual handling</p> <p>KB25. Safe lifting and carrying practices</p> <p>KB26. Personal safety, health and dignity issues relating to the movement of a person by others</p> <p>KB27. Potential impact to a person who is moved incorrectly</p> <p>KB28. To have basic knowledge of 5S procedures</p> <p>KB29. To know the various types 5s practices followed in various areas</p> <p>KB30. Understand to the 5S checklists provided in the department/ team</p> <p>KB31. To have skills to identify useful & non useful items</p> <p>KB32. To have knowledge of labels , signs & colours used as indicators</p> <p>KB33. To have knowledge on how to sort and store various types of tools, equipment, material etc.</p> <p>KB34. To know , how to identify various types of waste products</p> <p>KB35. Understand to the impact of waste/ dirt/ dust/unwanted substances on the process/ environment/ machinery/ human body.</p> <p>KB36. To have knowledge of best ways of cleaning & waste disposal</p>
Skills (S) [Optional]	
Element	Skills
A. Core Skills/ Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to:
	SA1. Understand basic level notes and observations.

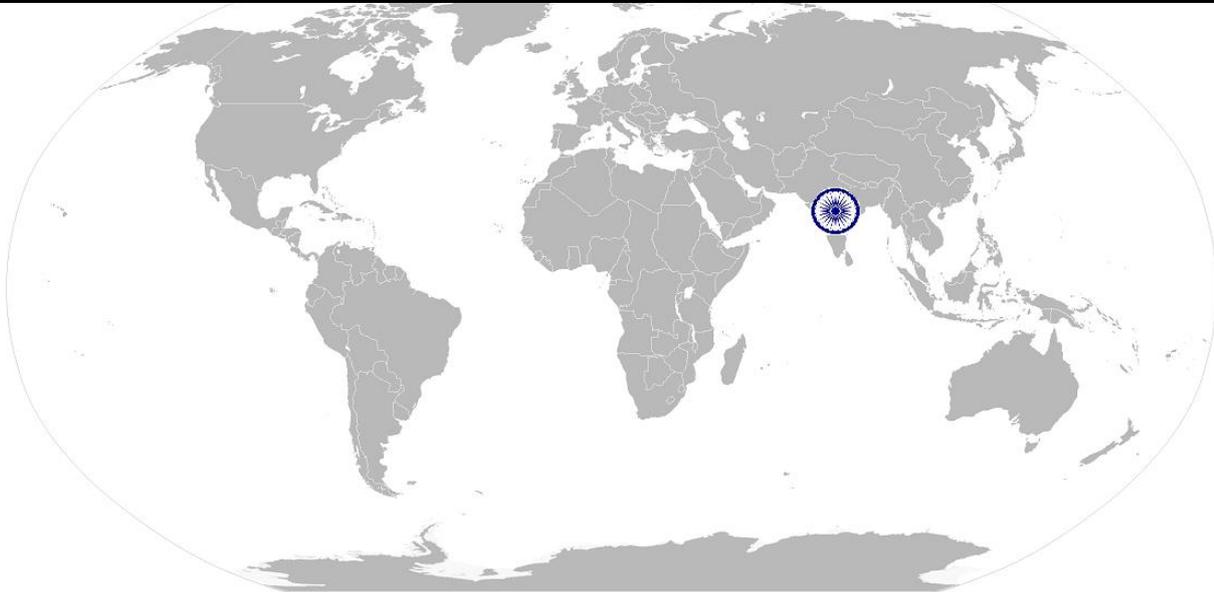
RSC/N4101 (CPC/N0411) Maintain basic health & Safety Practices at the workplace, 5S

	Reading Skills
	The user/individual on the job needs to know and understand about the: SA2. safety instructions put up across the plant premises SA3. Safety precautions mentioned in equipment manuals and panels and understand the potential risks associated
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA4. Effectively communicate information to team members SA5. Inform employees in the plant and concerned functions about events, Incidents & potential risks observed related to Safety, Health and Environment. SA6. Question operator/ supervisor in order to understand the safety related issues SA7. Attentively listen with full attention and comprehend the information given by the speaker during safety drills and training programs
	B. Professional Skills
	Plan and Organize
	The user/individual on the job needs to know and understand how to: SB1. Process the work order and jobs received from the internal customers. SB2. Design documents received from internal customers SB3. Understand & organize all process/ equipment manuals so that sorting out information is fast.
Judgment and Critical Thinking	
The user/individual on the job needs to know and understand how to: SB4. Use common sense and make judgments during day to day basis SB5. Use intuition to detect any potential problems which could arise during operations	
Desire to learn and take initiatives	
The user/individual on the job needs to know and understand how to: SB6. Follow instructions and work on areas of improvement identified SB7. Complete the assigned tasks with minimum supervision SB8. Complete the job defined by the supervisor within the timelines and quality norms	

RSC/N4101 (CPC/N0411) Maintain basic health & Safety Practices at the workplace, 5S

NOS Version Control

NOS Code	RSC/N4101 (CPC/N0411)		
Credits (NSQF)	1.5	Version number	1.0
Sector	Rubber	Drafted on	18/05/2016
Sub Sector	Manufacturing / Plastics Processing	Last reviewed on	26/12/2016
Occupation	Plastics Mould Manufacturing	Next review date	31/12/2021



RSC/N4701 (CPC/N5702) To understand basic concepts of Engineering drawing & Can able to study the Job Drawing/ Blue Print & Dimensional Tolerances job

National Occupational Standards



Overview

This unit is about Understand basic concepts of Engineering drawing & Can able to study the Job drawing/ Blue Print & Dimensional Tolerances job requirements & basics knowledge related to Mould Making process

RSC/N4701 (CPC/N5702) To understand basic concepts of Engineering drawing & Can able to study the Job Drawing/ Blue Print & Dimensional Tolerances job

National Occupational Standards	Unit Code	RSC/N4701 (CPC/N5702)
	Unit Title (Task)	To understand basic concepts of Engineering drawing & Can able to study the Job Drawing/ Blue Print & Dimensional Tolerances job
	Description	This OS unit is about understanding the engineering Drawing, Standards. Reading of Mould Assembly Drawings & Detail's Drawings of Mould Parts
	Scope	This unit/ task covers the following: <ul style="list-style-type: none"> Understanding the Drawing required for mould making Reading of Dimensional tolerances Study of Bill of Materials
	Performance Criteria (PC) w.r.t. the Scope	
	Element	Performance Criteria
	Understand the work and the Operation requirements from Mould Making point of View.	To be competent, the user/individual on the job must be able to <ul style="list-style-type: none"> PC1 Interact with the head mould maker & follow the mould drawing PC2 Help in planning the day's Mould making activities based on the Drawing PC3 Ensure availability of Tools and Raw materials for production in sufficient quantity as per production plan/operators instructions. PC4 Clearly understand the Drawing, Dimension & Tolerances of the individual part before making it. PC5 Follow the Assembly Drawing & Detail Drawing of Mould / Mould Parts.
	Help in arrange for the material ,Tools to be Used for Mould Making	<ul style="list-style-type: none"> PC6 Ensure that the required raw material/Tools is procured from the store/Tool Crib before starting the work PC7 Ensure the Tools required to execute the Mould Making Process and ensure that the same is available in shop floor PC8 If tool is not available collect the tools from tool crib.
	Check materials and apparatus for Operations	PC9 Ensure the raw material like steel material for different mould parts from the drawing
	Knowledge and Understanding (K)	
B. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> KA1. Company's code of conduct KA2. Different types of products manufactured by the company KA3. Functional processes like Procurement, Store management, inventory management, quality management, incentives, personnel management KA4. Importance of individual's role in the work flow KA5. Organization culture KA6. Company's reporting structure KA7. Company's documentation policy 	
Skills (S) [Optional]		
C. Core Skills/ Generic Skills	Reading and Writing Skills	
	The user/ individual on the job needs to know and understand how to: <ul style="list-style-type: none"> SA1. How to be able to read Drawings, instructions and other text material on product labels, Mould Drawing etc 	
	Oral Communication (Listening and Speaking skills)	
	The user/individual on the job needs to know and understand how to: <ul style="list-style-type: none"> SA2. Discuss task lists, schedules, and work-loads with co-workers SA3. Question internal customers/ Shop floor operator appropriately in order to understand the nature of the problem and make a diagnosis 	

RSC/N4701 (CPC/N5702) To understand basic concepts of Engineering drawing & Can able to study the Job Drawing/ Blue Print & Dimensional Tolerances job

	SA4. Avoid using jargon, slang or acronyms when communicating with an operator / fellow subordinates etc. Unless it is required.
D. Professional Skills	Decision Making and Problem solving
	Detect problems in day to day tasks: SB1. Support operator in using specific problem solving techniques and detailing out the problems SB2. Discuss possible solution with the operator for problem solving.
	Plan and Organize
	The user/individual on the job needs to know and understand how to: SB3. Plan and organize the work order and jobs received from the internal customers / operator. SB4. Organize all process / equipment manuals so that sorting out
	Desire to learn and take initiatives
	The user/individual on the job needs to know and understand how to: SB5. Follow instructions and work on areas of improvement identified SB6. Complete the assigned tasks with minimum supervision SB7. Complete the job defined by the operator within the timelines and quality.
	Judgments and Critical Thinking
	The user/individual on the job needs to know and understand how to: SB8. Use common sense and make judgments during day to day basis SB9. Use basic reasoning skills to identify and resolve basic problems SB10. Use intuition to detect any potential problems which could arise during operations.

RSC/N4701 (CPC/N5702) To understand basic concepts of Engineering drawing & Can able to study the Job Drawing/ Blue Print & Dimensional Tolerances job

NOS Version Control

NOS Code	RSC/N4701 (CPC/N5702)		
Credits (NSQF)	4	Version number	1.0
Sector	Rubber	Drafted on	18/05/2016
Sub Sector	Manufacturing / Plastics Processing	Last reviewed on	26/12/2016
Occupation	Plastics Mould Manufacturing	Next review date	31/12/2021



RSC/N4702 (CPC/N5703): Assist in performing the Mould making Process by use of different types of Hand tools

National Occupational Standards



Overview

This unit is about to accure the skill for use of different types of hand tools & Measuring instruments

RSC/N4702 (CPC/N5703): Assist in performing the Mould making Process by use of different types of Hand tools

Unit Code	RSC/N4702 (CPC/N5703)
Unit Title (Task)	Assist in performing the Mould making Process by use of different types of Hand tools
Description	This OS unit is about assisting in producing good quality mold Parts & assembled Mould in line with the required specifications
Scope	The Mould Maker assistant will be responsible for <ul style="list-style-type: none"> Assist in Making the Mould Parts using Hand tools Use of handling different measuring instruments Assisting in Assembly of Mould using hand tool & Polishing tools
Performance (PC) w.r.t. the Scope	
Element	Performance Criteria
USE Of Hand Tools , Measuring Instruments & Assembly Tools	To be competent, the user/individual on the job must be able to <ul style="list-style-type: none"> PC1. Perform Handling & Using of Different Hand tools PC2. Hands on Skill & Accuring Practices on measurement of Mould Parts PC3. Select Different tools for particular job PC4. Perform to handle the vernier Caliper, Micrometer etc. PC5. Can able to set job on different types of vices.
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> KA1. Department's code of conduct KA2. Different types machines in the company, its specifications etc. KA3. Department documentation policy
B. Technical Knowledge	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> KB1. General principles of moulding Making operations, Operation of Conventional & CNC Machines, Assembly of Mould etc. KB2. Trail of the Mould
Skills (S) [Optional]	
A. Core Skills/ Generic Skills	Reading and Writing Skills
	The user/ individual on the job needs to know and understand how to: <ul style="list-style-type: none"> SA1. Read instructions especially safety instructions especially symbols while using the equipment in the plant area SA2. Note measurements, equipment panel readings for various process parameters in the required reporting formats SA3. how to visualize final product output and hence decide on the key steps to be followed SA4. Safety precautions to be taken for entire Mould Making process
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how <ul style="list-style-type: none"> SA6. Discuss task lists, schedules, and work-loads with co-workers/operator SA7. Question internal customers / Mould shop operator appropriately in order to understand the nature of the problem and make a diagnosis
B. Professional Skills	Decision Making and Problem solving
	The user/individual on the job needs to know and understand how: <ul style="list-style-type: none"> SB1. Detect problems in day to day tasks

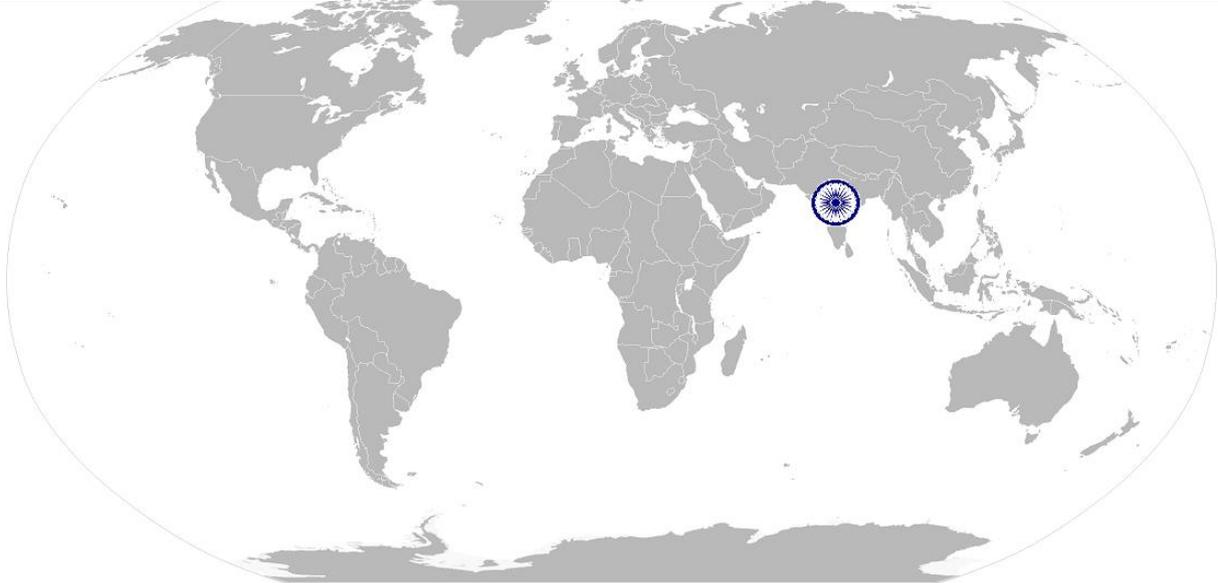
RSC/N4702 (CPC/N5703): Assist in performing the Mould making Process by use of different types of Hand tools

	SB2. Support operator in using specific problem solving techniques and detailing out the problems
	SB3. Discuss possible solution with the operator for problem solving
	SB4. Make decisions in emergency conditions in case the operator is not available (as per the authority matrix defined by the organization)
	Plan and Organize
	The user/individual on the job needs to know and understand how to:
	SB5. The user/individual on the job needs to know and understand how to:
	SB6. Organize all process/ equipment manuals so that sorting out information is Fast
SB7. Organize apparatus etc. in an orderly manner at proper designated areas	
SB8. How to visualize final product output and hence decide on the key steps to be followed.	
Desire to learn and take initiatives	
The user/individual on the job needs to know and understand how to:	
SB12. Follow instructions and work on areas of improvement identified	
SB13. Complete the assigned tasks with minimum supervision	
SB14. Complete the job defined by the operator within the timelines and Quality	
Analytical Thinking	
The user/individual on the job needs to know and understand how to:	
SB15. Visualize the final job product after understanding the given standard product.	
SB16. Finalize the optimum levels of physical parameters with operator guidance so that the job output meets the prescribed job standards	

RSC/N4702 (CPC/N5703): Assist in performing the Mould making Process by use of different types of Hand tools

NOS Version Control

NOS Code	RSC/N4702 (CPC/N5703)		
Credits (NSQF)	5	Version number	1.0
Sector	Rubber	Drafted on	18/05/2016
Sub Sector	Manufacturing / Plastics Processing	Last reviewed on	26/12/2016
Occupation	Plastics Mould Manufacturing	Next review date	31/12/2021



RSC/N4703 (CPC/N5704): To Study about types of moulds and its function

National Occupational Standards



Overview

Study about Types of Plastics Mould.

RSC/N4703 (CPC/N5704): To Study about types of moulds and its function

National Occupational Standards	Unit Code	RSC/N4703 (CPC/N5704)
	Unit Title (Task)	To Study about types of moulds and its function
	Description	This OS unit is about study of different types of Mould & Their Design Aspects
	Scope	The Mould Maker assistant will be responsible for <ul style="list-style-type: none"> checking the finished Parts conducting minor repair/Replacing if any on output parts
	Performance Criteria (PC) w.r.t. the Scope	
	Element	Performance Criteria
	Study of Assembled Mould & Mould Design	To be competent, the user/individual on the job must be able to PC1. Study about two plate injection mould & three plate injection mould
	Study Of Mould feed System & Cooling System	PC2. Study about mould feed system, types of gate PC3. Study about different types of cooling system
	Study of Mould Ejection System	PC4. Study about different ejection system of mould.
	Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> KA1. Relevant standards specified for the manufacturing process KA2. Basic process followed for inspection of the lot. KA3. Quality Management policy of the organization. 	
B. Technical Knowledge	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> KB1. Processes and procedures followed for manufacturing the lot/ pieces/ products. KB2. Techniques of using measurement instruments like rulers, weighing scales etc. KB3. Methods to identify quality defects in the lot. KB4. Impact of defects on the overall working of the Injection Moulding machine. 	
Skills (S) [Optional]		
A. Core Skills/ Generic Skills	Writing Skills	The user/ individual on the job needs to know and understand how to: <ul style="list-style-type: none"> SA1. Note the number of lot with defects which can be repaired to number of lot which will be discarded.
	Reading Skills	The user/individual on the job needs to know and understand how to: <ul style="list-style-type: none"> SA2. Read process and equipment manuals, material data sheets etc. to understand the working of the equipment & material properties.
	Oral Communication (Listening and Speaking skills)	The user/individual on the job needs to know and understand how to: <ul style="list-style-type: none"> SA3. Inform operator of any quality related defects arising out of the manufacturing process. SA4. Question internal customers/ operator appropriately in order to understand the nature of the problem and make a diagnosis.
	B. Professional Skills	Plan and Organize
		The user/individual on the job needs to know and understand how to: <ul style="list-style-type: none"> SB1. Organize all process/ equipment manuals so that sorting/ accessing

RSC/N4703 (CPC/N5704): To Study about types of moulds and its function

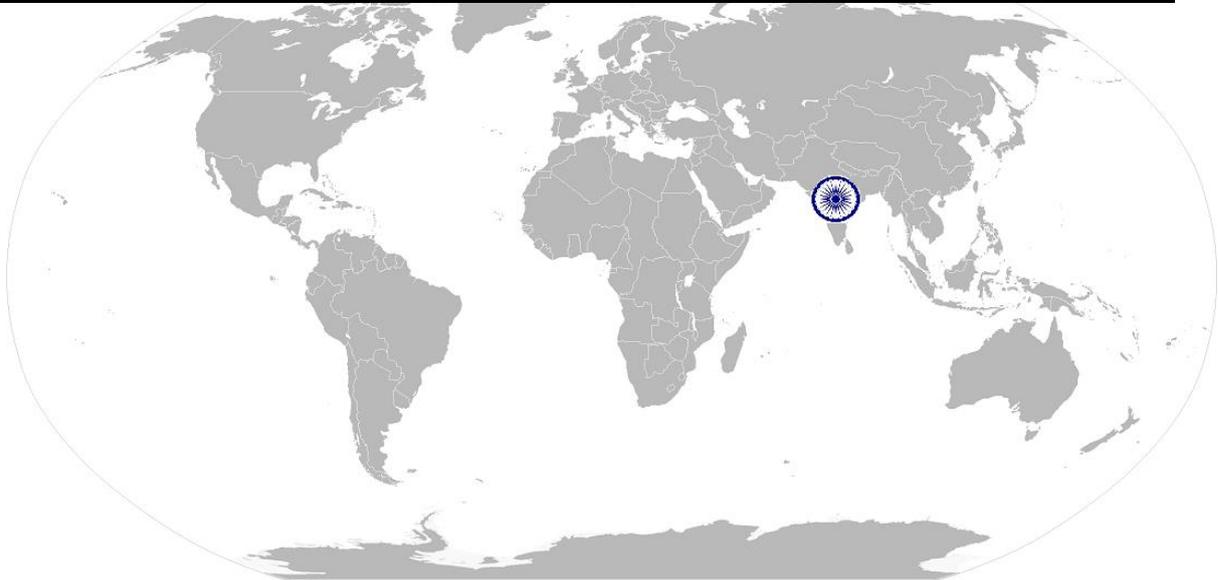
	information is easy.
	SB2. Keep fixtures, tools, drawings, Work Instructions, SOP manuals as per the part number, colour codes etc. as defined under the 5S systems.
	Critical Thinking and Judgment
	The user/individual on the job needs to know and understand how to:
	SB4. Use common sense and make judgments during day to day basis use reasoning skills to identify and resolve basic problems SB5. Carefully analyze each defect observed and try to find solution for the defect along with the operator.
Quality Consciousness	
The user/individual on the job needs to know and understand how to:	
SB6. Identify defective parts in the manufacturing line by comparing manufactured with the work standard. SB7. Link the defect observed with the overall impact on the performance of the Mould).	



RSC/N4703 (CPC/N5704): To Study about types of moulds and its function

NOS Version Control

NOS Code	RSC/N4703 (CPC/N5704)		
Credits (NSQF)	6	Version number	1.0
Sector	Rubber	Drafted on	18/05/2016
Sub Sector	Manufacturing / Plastics Processing	Last reviewed on	26/12/2016
Occupation	Plastics Mould Manufacturing	Next review date	31/12/2021



RSC/N4705 (CPC/N5705): To Study about mould polishing and mould assembly

National Occupational Standards



Overview

Helping for Mould Polishing & Mould Assembly.

RSC/N4705 (CPC/N5705): To Study about mould polishing and mould assembly

National Occupational Standards

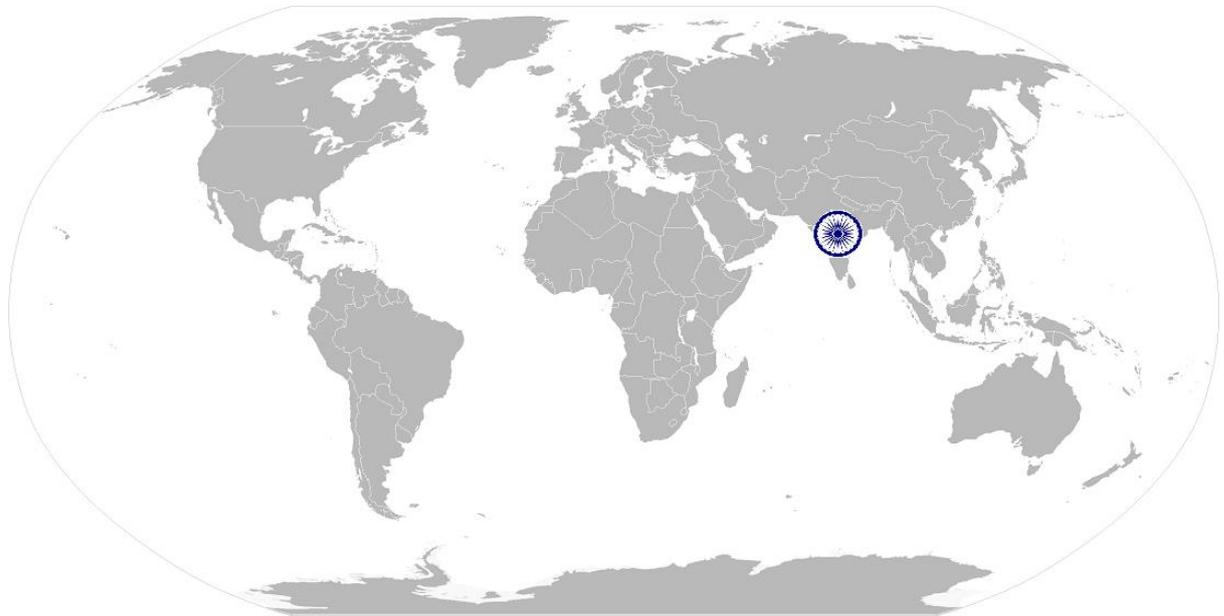
Unit Code	RSC/N4705 (CPC/N5705)
Unit Title (Task)	To Study about mould polishing and mould assembly
Description	This OS unit is about the accuring the required skill in polishing the mould as well as assembly the Mould
Scope	The role holder will be responsible for <ul style="list-style-type: none"> • Assembly the Mould independently • Polish mould parts • To identify the difficulties while assembly
Performance Criteria (PC) w.r.t. the Scope	
Element	Performance Criteria
Mould Polishing & Assembly	To be competent, the user/individual on the job must be able to PC1. Polish the core and cavity PC2. Polish the mating parts of mould PC3. Identify the mould parts PC4. Assemble the mould independently
Knowledge and Understanding (K)w.r.t. the scope	
Element	Knowledge and Understanding
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> KA1. Relevant standards, procedures and policies related to Health, Safety and Environment followed in the company KA2. Emergency handling procedures & hierarchy forescalation
B. Technical Knowledge	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> KB1. Basic knowledge of mould KB2. Basic knowledge of various techniques of polishing KB4. Knowledge of mould parts KB5. Knowledge of Mould assembly
Skills (S)w.r.t. the scope	
Element	Skills
A. Core Skills/ Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to: SA1. Write basic level notes and observations
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA2. Assembly the mould and what are the parts of mould SA3. Mould handling device
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA4. Effectively communicate information to team members SA5. Inform employees in the plant and concerned functions about events, incidents & potential risks observed related to Safety, Health and Environment.
	SA6. Question operator/ supervisor in order to understand the safety related issues SA7. Attentively listen with full attention and comprehend the information given by the speaker during safety drills and training programs
B. Professional Skills	Judgmental Thinking
	The user/individual on the job needs to know and understand how to: SB1. Use common sense and make judgments during day to day basis

RSC/N4705 (CPC/N5705): To Study about mould polishing and mould assembly

	SB2. Use reasoning skills to identify and resolve basic problems
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NOS Version Control

NOS Code	RSC/N4705 (CPC/N5705)		
Credits (NSQF)	6	Version number	1.0
Sector	Rubber	Drafted on	18/05/2016
Sub Sector	Manufacturing / Plastics Processing	Last reviewed on	26/12/2016
Occupation	Plastics Mould Manufacturing	Next review date	31/12/2021



RSC/N4203 (CPC/N7014): Effective working with others

National Occupational Standards



Overview

This unit covers general practices that improve effectiveness of working with others in an organizational set-up.

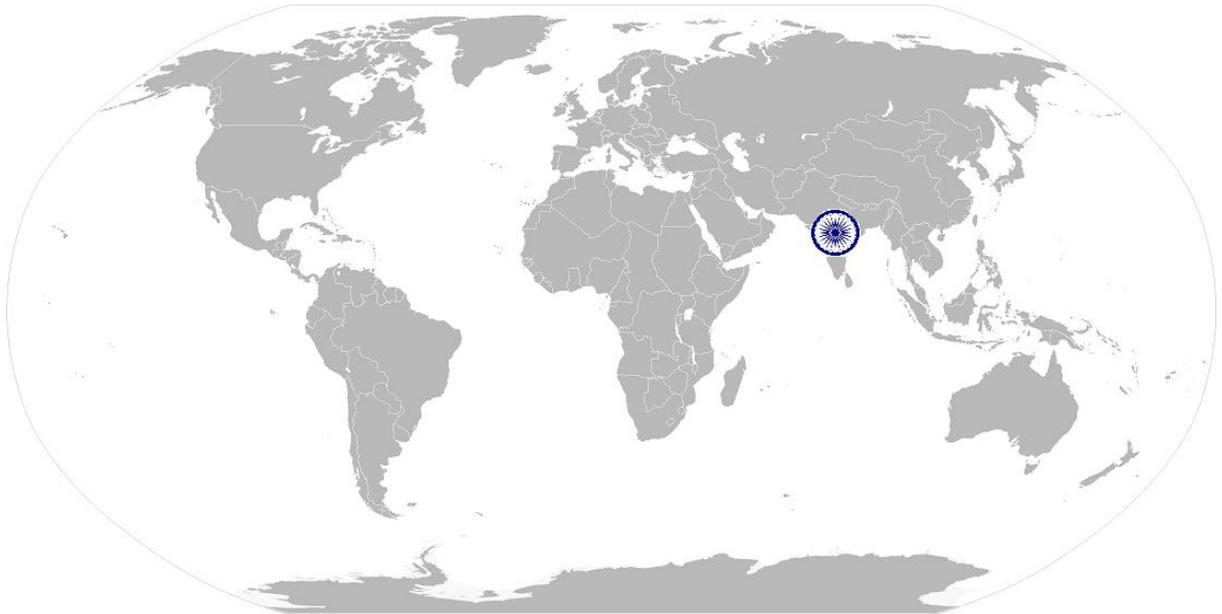
RSC/N4203 (CPC/N7014): Effective working with others

National Occupational Standard	Unit Code	RSC/N4203 (CPC/N7014)
	Unit Title (Task)	Effective working with others
	Description	This unit covers basic etiquette and competencies that an individual is required to possess & demonstrate in their behavior & interactions with others at workplace. These cover areas such as communication, discipline, handling conflict and grievances.
	Scope	This unit/task covers the following: <ul style="list-style-type: none"> • Effective Working with others
	Performance Criteria (PC) w.r.t. the Scope	
	Element	Performance Criteria
	Effective Working with others	The individual on the job should be able to: <ul style="list-style-type: none"> PC1. Follow appropriate communication etiquette while working PC2. Display active listening skills while interacting with others at work PC3. Demonstrate responsible & disciplined behaviors at the workplace PC4. Accurately receive information and instructions from the supervisor and fellow workers, getting clarification where required PC5. Accurately pass on information to authorized persons who require it & within agreed timescale and confirm its receipt PC6. Display helpful behavior by assisting others in performing tasks in a positive manner, where required and possible PC7. Consult with and assist others to maximize effectiveness and efficiency in carrying out tasks PC8. Escalate grievances and problems to appropriate authority as per procedure to resolve them and avoid conflict.
	Knowledge and Understanding (K)	
	A. Organizational Context (Knowledge of the company / organization and its processes)	The individual on the job needs to know and understand: <ul style="list-style-type: none"> KA1. Policies and procedures followed in the company for working with others in an organizational set-up. KA2. Grievance/ conflict handling mechanism of the company KA3. Relevant people and their responsibilities within the work area
	B. Technical Knowledge	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> KB1. Importance of effective communication in the workplace KB2. Importance of teamwork in organizational and individual success KB3. Barriers to effective communication KB4. Importance of avoiding casual expletives and unpleasant terms while communicating professional circles KB5. Various categories of people that one is required to communicate and co-ordinate within the organization KB6. Importance of discipline for professional success KB7. Importance of ethics for professional success KB8. What constitutes disciplined behavior for a working professional KB9. Common reasons for interpersonal conflict KB10. Importance and ways of managing interpersonal conflict effectively KB11. Importance of developing effective working relationships for professional success KB12. Expressing and addressing grievances appropriately and effectively

RSC/N4203 (CPC/N7014): Effective working with others

NOS Version Control

NOS Code	RSC/N4203 (CPC/N7014)		
Credits (NSQF)	1.5	Version number	1.0
Sector	Rubber	Drafted on	18/05/2016
Sub Sector	Manufacturing / Plastics Processing	Last reviewed on	26/12/2016
Occupation	Plastics Mould Manufacturing	Next review date	31/12/2021



Qualifications Pack For Plastics Mould Manufacturing Assistant

CRITERIA FOR ASSESSMENT OF TRAINEES				
Job Role: Machine Operator –Plastic Mould Manufacturing Assistant				
Qualification Pack Code: RSC/N4702 (CPC/Q 5703)				
Sector Skill Council: Rubber Skill Development Council				
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 laydown 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 centre (as per assessment criteria below) 4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training centre based on this criteria. 5. To pass the Qualification Pack, every trainee should score a minimum of 70% in every NOS. 6. In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack.				
Assessable Outcome		Marks Allocation		
NOS	Performance Criteria	Total	Theory	Practical
RSC/N4101 (CPC/N0411): Maintain basic health and safety practices at the workplace, 5S	PC1. Wear protective clothing/equipment for specific tasks and work conditions	2.5	0.5	2
	PC2. Carry out safe working practices while dealing with hazards to ensure the safety of self and others.	2.5	0.5	2
	PC3. Apply good housekeeping practices at all times	2.5	0.5	2
	PC4. Use the various appropriate fire extinguishers on different types of fires correctly	2.5	0.5	2
	PC5. Demonstrate rescue techniques applied during fire hazard, demonstrate good housekeeping in order to prevent fire hazards, demonstrate the correct use of a fire extinguisher.	2.5	0.5	2
	PC6. Identify activities which can cause potential injury through sharp objects, burns, fall, electricity, gas leakages, radiation, poisonous fumes, chemicals, loud noise, and Identify areas in the plant which are potentially hazardous/unhygienic in nature. Conduct regular checks with support of the maintenance team on machine health to identify potential hazards due to wear and tear of machine.	2.5	0.5	2
	PC7. Inform the concerned authorities on the potential risks identified in the processes, workplace area/ layout, materials used etc, Inform the concerned authorities about machine breakdowns, damages which can	2.5	0.5	2

Qualifications Pack For Plastics Mould Manufacturing Assistant

	potentially harm man/ machine during operations.			
	PC8. Create awareness amongst other by sharing information on the identified risks.	2.5	0.5	2
	PC9. Follow the sorting process and check that the tools, fixtures & jigs that are lying on workstations are the ones in use and unnecessary items are not cluttering the workbenches or work surfaces.	2.5	0.5	2
	PC10. Ensure segregation of waste in hazardous/ non Hazardous waste as per the sorting work instructions	2.5	0.5	2
	PC11. Follow the technique of waste disposal and waste storage in the proper bins as per SOP	1.5	0.5	1
	PC12. Segregate the items which are labeled as red tag items for the process area and keep them in the correct places	1.5	0.5	1
	PC13. Sort the tools/ equipment/ fasteners/ spare parts as per specifications/ utility into proper trays, cabinets, lockers as mentioned in the 5S guidelines/ work instructions	1.5	0.5	1
	PC14. Ensure that areas of material storage areas are not overflowing			
	PC15. Properly stack the various types of boxes and containers as per the size/ utility to avoid any fall of items/ breakage and also enable easy sorting when required	1.5	0.5	1
	PC16. Return the extra material and tools to the designated sections and make sure that no additional material/ tool is lying near the work area	1.5	0.5	1
	PC17. Follow the floor markings/ area markings used for demarcating the various sections in the plant as per the prescribed instructions and standards.	1.5	0.5	1
	PC18. Follow the proper labelling mechanism of instruments/ boxes/ containers and maintaining reference files/ documents with the codes and the lists	1.5	0.5	1
	PC19. Check that the items in the respective areas have been identified as broken or damaged	1.5	0.5	1
	PC20. Follow the given instructions and check for levelling of fluids, oils, lubricants, solvents, chemicals etc. and proper storage of the same To avoid spillage, leakage, fire etc.	1.5	0.5	1
	PC21. Make sure that all material and tools are stored in the designated places and in the manner indicated in the 5S instructions.	1.5	0.5	1
	Sub Total	40	10	30
	PC1. To interact with the head mould maker	13	3	10

Qualifications Pack For Plastics Mould Manufacturing Assistant

RSC/N4701 (CPC/N5702): To understand basic concepts of Engineering drawing & Can able to study the Job Drawing/ Blue Print & Dimensional Tolerances job		& understand the mould drawing			
	PC2.	To help in planning the day's Mould making activities based on the Drawing	13	3	10
	PC3.	To ensure availability of Tools and Raw materials for production in sufficient quantity as per production plan/operators instructions.	13	3	10
	PC4.	Clearly understand the Drawing, Dimension & Tolerances of the individual part before making it.	13	3	10
	PC5.	Understand the Assembly Drawing & Detail Drawing of Mould / Mould Parts.	13	3	10
	PC6.	Ensure that the required raw material/Tools is procured from the store/Tool Crib before starting the work	13	3	10
	PC7.	Understand the Tools required to execute the required Mould Making Process and ensure that the same is available in shop floor	14	3	11
	PC8.	If tool is not available collect the tools from tool crib.	14	3	11
	PC9.	Understand the raw material like steel material for different mould parts from the drawing	14	3	11
		Sub Total		120	27
RSC/N4702 (CPC/N5703): Assist in performing the Mould making Process by use of different types of Hand tools	PC1.	Perform Handling & Using of Different Hand tools	24	6	18
	PC2.	Hands on Skill & Accruing Practices on measurement of Mould Parts	24	6	18
	PC3.	Select Different tools for particular job	23	5	18
	PC4.	Perform to handle the vernier Caliper, Micrometer etc.	23	5	18
	PC5.	Can able to set job on different types of vices.	22.5	4.5	18
		Sub Total		116.5	26.5
RSC/N4703 (CPC/N5704): Study of Types of Plastics Mould	PC1.	Study of Two Plate Injection Mould & Three Plate Injection Mould	40	9	31
	PC2.	Study of Mould Feed System, Types of Gate	20	4	16
	PC3.	Study of Different types of cooling System	20	4	16
	PC4.	Study of Different ejection system of Mould.	20	4	16
		Sub Total		50	15
RSC/N4704 (CPC/N5705): To study about mould polishing and mould assembly	PC1.	Polish the core and cavity	15	4	11
	PC2.	Polish the mating parts of mould	15	4	11
	PC3.	Identify the mould parts	15	4	11
	PC4.	Assemble the mould independently	15	4	11
		Sub Total		60	16
	PC1.	Display appropriate communication	2	1	1

Qualifications Pack For Plastics Mould Manufacturing Assistant

RSC/N 4203 (CPC/ N 7014) Effective working with others	etiquette while working			
	PC2. Display active listening skills while interacting with others at work	2	1	1
	PC3. Demonstrate responsible and disciplined behaviors at the workplace	2	1	1
	PC4. Accurately receive information and instructions from the supervisor and fellow workers, getting clarification where required	1.5	0.5	1
	PC5. Accurately pass on information to authorized persons who require it and within agreed timescale and confirm its receipt	1.5	0.5	1
	PC6. Display helpful behavior by assisting others in performing tasks in a positive manner, where required and possible	1.5	0.5	1
	PC7. Consult with and assist others to maximize effectiveness and efficiency in carrying out tasks	1.5	0.5	1
	PC8. Escalate grievances and problems to appropriate authority as per procedure to resolve them and avoid conflict.	1.5	0.5	1
	Sub total	13.5	5.5	8
Total	400	100	300	