

QUALIFICATIONS PACK - OCCUPATIONAL STANDARDS FOR RUBBER INDUSTRY



Contents

1. Introduction and Contacts.....	1
2. Qualifications Pack.....	2
3. OS Units.....	2

What are Occupational Standards(OS)?

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

Contact Us:

PHD House (4th Floor),
Opp. Asian Games
Village,
Siri Fort Institutional
Area, New Delhi -
110016

E-mail:
info@rsdcindia.in



Introduction

Qualifications Pack- Continuous Curing Operator

SECTOR: RUBBER INDUSTRY

SUB-SECTOR: 1. Tyre

OCCUPATION: Continuous curing

REFERENCE ID: RSC/ Q 0208

Brief Job Description: The continuous curing of rubber involves feeding the rubber compound into the machine to ensure a greater consistency of the profile of the end product.

Personal Attributes: This job requires the individual to work in a strenuous factory environment. He should be physically fit, be honest and forthcoming and should be able to perform laborious tasks.

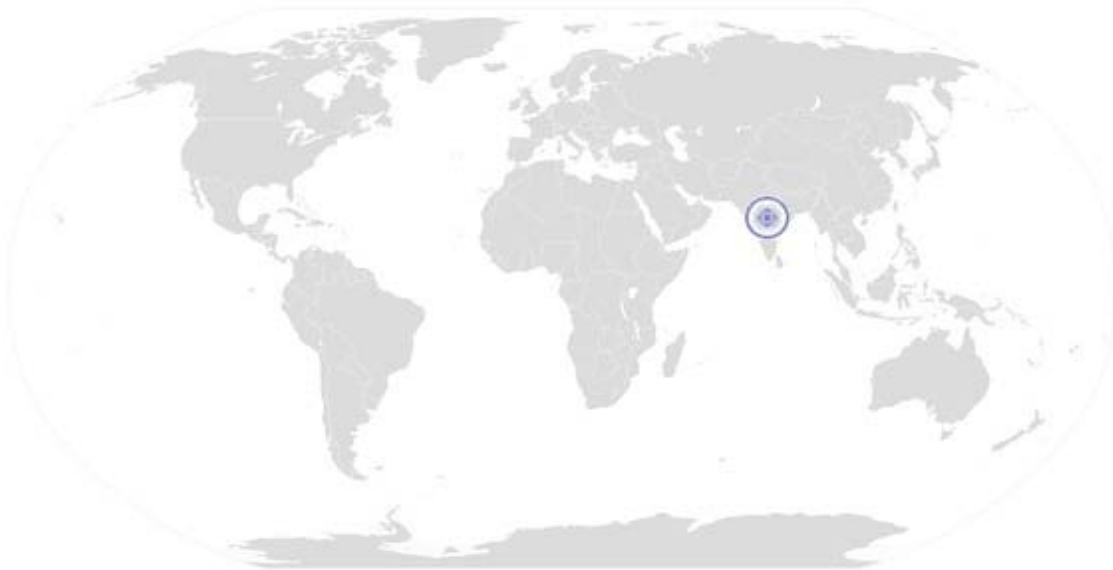
Job Details	Qualifications Pack Code	RSC/ Q 0208		
	Job Role	Continuous Curing Operator		
	Credits(NVEQF/NVQF/NSQF) [OPTIONAL]		Version number	1.0
	Sector	Rubber	Drafted on	04/06/13
	Sub-sector	Tyre	Last reviewed on	14/06/13
	Occupation	Moulding/ Curing	Next review date	14/06/14

Job Role	Continuous curing Operator
Role Description	The continuous curing operator of rubber involves feeding the rubber compound into the machine to ensure a greater consistency of the profile of the end product.
NVEQF/NVQF level	4
Minimum Educational Qualifications*	Class XII
Maximum Educational Qualifications*	Graduate in Science
Training (Suggested but not mandatory)	Training on operation of machinery
Experience	1 to 3 years
Applicable National Occupational Standards (NOS)	Compulsory: <ol style="list-style-type: none"> RSC/ N0801 (Prepare continuous curing system for curing operation) RSC/ N0802 (Perform curing operation using continuous curing system) RSC/ N0803 (Undertake post continuous curing activities) RSC/ N5001 (To carry out housekeeping) RSC/ N5002 (To carry out reporting and documentation) RSC/ N5003 (To carry out quality checks) RSC/ N5004 (To carry out problem identification and escalation) Optional: <ol style="list-style-type: none"> NA
Performance Criteria	As described in the relevant OS units

Definitions

Keywords /Terms	Description
Sector	Sector is a conglomeration of different business operations having similar businesses and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
Sub-sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
Occupation	Occupation is a set of job roles, which perform similar/related set of functions in an industry.
Function	Function is an activity necessary for achieving the key purpose of the sector, occupation, or area of work, which can be carried out by a person or a group of persons. Functions are identified through functional analysis and form the basis of OS.
Job Role	Job role defines a unique set of functions that together form a unique employment opportunity in an organization.
OS	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the knowledge and understanding they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
Performance Criteria	Performance Criteria are statements that together specify the standard of performance required when carrying out a task.
NOS	NOS are Occupational Standards which apply uniquely in the Indian context.
Qualifications Pack Code	Qualifications Pack Code is a unique reference code that identifies a qualifications pack.
Qualifications Pack	Qualifications Pack comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A Qualifications Pack is assigned a unique qualification pack code.
Unit Code	Unit Code is a unique identifier for an Occupational Standard , which is denoted by an 'N'.
Unit Title	Unit Title gives a clear overall statement about what the incumbent should be able to do.
Description	Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for.
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.
Organizational Context	Organizational Context includes the way the organization is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.
Technical Knowledge	Technical Knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
Core Skills or 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.

National Occupational Standard



Overview

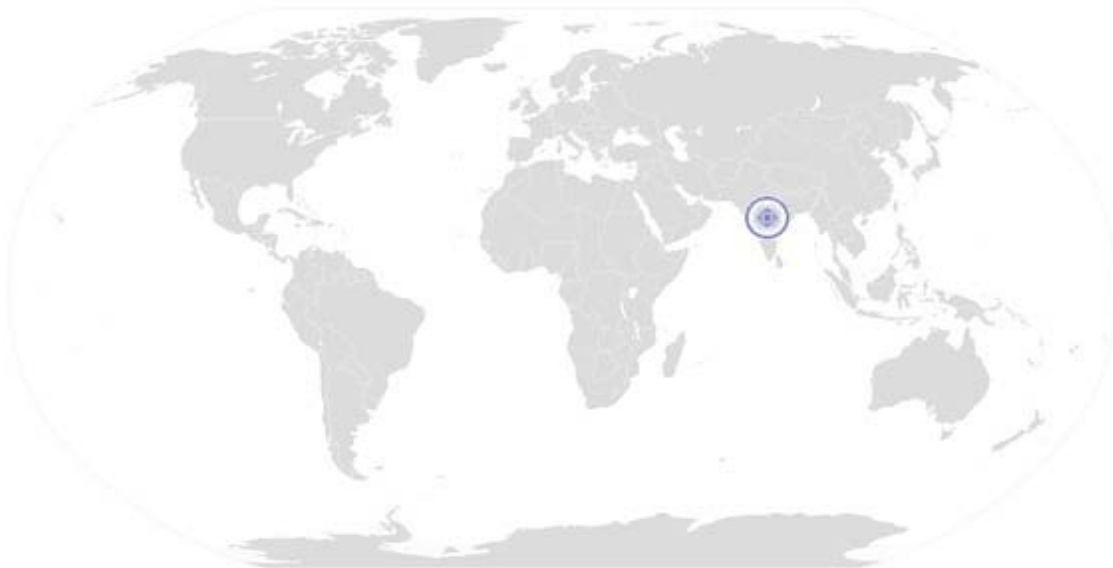
This unit is about preparing continuous curing system for curing operation

Unit Code	RSC / N 0801
Unit Title (Task)	Prepare continuous curing system for curing operation
Description	This unit is about preparing continuous curing system for curing operation
Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> Setting up the curing conveyor Setting parameters on the curing system
Performance Criteria (PC) w.r.t. the Scope	
Element	Performance Criteria
Equipment readiness	<p>To be competent, the user/individual on the job must be able</p> <p>PC1. Ensure that curing equipment is clean</p> <p>PC2. Ensure that the feeding system (extruder) is ready.</p> <p>PC3. Set parameters for the curing system (either hot air tunnel or microwave) (cycle time, temperature and energy level) , as per job card</p> <p>PC4. Apply the release agent appropriately</p> <p>PC5. Keep all the accessories (like cooling water, hydraulic system, temperature control unit (TCU), lubrication system) ready</p>
Raw material appropriateness	<p>PC6. Ensure that rubber compound to be fed is approved by laboratory</p> <p>PC7. Collect all rubber compound required for the batch</p> <p>PC8. Match the batch code of each rubber compound with the batch code on the job schedule given by the planning department</p> <p>PC9. Ensure, by visual inspection, that raw material is of desired quality (free of contamination etc.)</p> <p>PC10. Ensure that no delays are caused as a result of improper preparation and failure to identify problems</p>
Health & Safety	<p>PC11. Ensure housekeeping in curing area</p> <p>PC12. Ensure that there are no loose clothes around the conveyor belt.</p> <p>PC13. Adhere to all safety norms (like wearing protective gloves, shoes, safety goggles etc)</p> <p>PC14. Comply with health, safety, environment guidelines, regulations etc in accordance with organizational SOP</p>
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company /	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. Implications of poorly prepared equipment, power failure etc</p> <p>KA2. Importance of identifying non-conforming material/product and storage of the same</p>

<p>organization and its processes)</p>	<p>KA3. Risk and impact of not following defined procedures/work instructions KA4. Escalation matrix for reporting identified problems KA5. Types of documentation in organization and importance of the same KA6. Records to be maintained and implications of non-maintenance of the same KA7. Importance of housekeeping & good shopfloor practices (eg. 3S & 5S) KA8. Health, Safety and Environment guidelines, legislation and regulations as applicable KA9. Personal protection(Which protective equipment to be used and how) KA10. Impact of poor practices on health, safety and environment KA11. Potential hazards and actions to minimize the same KA12. Escalation matrix and escalation procedure for reporting hazards</p>
<p>B. Technical Knowledge</p>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. Tolerance levels for various parameters (temperature, pressure and weight) KB2. Setting the parameters of continuous curing system KB3. Troubleshooting- Knowledge of abnormalities and what response to make in case of abnormalities in equipment performance KB4. Application procedure of release agents KB5. Effect of improper curing, temperature, cycle time and pressure on properties of rubber sheets KB6. Implications of delays in preparation process KB7. Types of defects leading to rejections. KB8. Potential problems in preparation process KB9. Indicators and reasons of potential problems KB10. Appropriate solutions to the problems encountered KB11. Cleanliness and safety requirements for commencing a curing operation KB12. Units of measurement KB13. Response to emergencies e.g. Power failures ,fire and system failures KB14. The usage of different types of fire extinguishers</p>
<p>Skills (S)</p>	
<p>A. Core Skills/ Generic Skills</p>	<p>Writing Skills</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. Construct simple sentences and express ideas clearly through written communication SA2. Fill up appropriate technical forms, process charts, activity logs in required format of the company SA3. Write simple letters, mails, etc SA4. Perform functional mathematical operations, including apply basic mathematical principles, such as numbers and space, and techniques such as estimation and approximation, for practical purposes</p> <p>Reading and Understanding Skills</p>

	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA5. Read and understand manuals, health and safety instructions, memos, reports, job cards etc</p> <p>SA6. Read images, graphs, diagrams</p> <p>SA7. Understand the various coding systems as per company norms</p>
	<p>Oral Communication (Listening and Speaking skills)</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA8. Express statements, opinions or information clearly so that others can hear and understand</p> <p>SA9. Respond appropriately to any queries</p> <p>SA10. Communicate with supervisor</p> <p>SA11. Communicate with upstream and downstream teams</p> <p>SA12. Work in a team and other behavioral skills required to support the small group activities (Quality Circle, Cross Functional Team, Suggestion Scheme)</p>
	<p>Integrity</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA13. Practice honesty with respect to company property and time</p> <p>SA14. Communicate with people in a form and manner and using language that is open and respectful</p> <p>SA15. Resolve any difficulties in relationships with colleagues, or get help from an appropriate person, in a way that preserves goodwill and trust</p>
	<p>Motivation</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA16. Take responsibility for completing one's own work assignment</p> <p>SA17. Take initiative to enhance/learn skills in one's area of work</p> <p>SA18. The capacity to learn from experience in a range of settings and scenarios and the capacity to reflect on and analyse one's learning.</p> <p>SA19. Is open to new ways of doing things</p> <p>SA20. The capacity to envisage and articulate personal goals; to develop strategies and take action to achieve them.</p>
	<p>Reliability</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA21. Avoid absenteeism</p> <p>SA22. Act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations</p> <p>SA23. Work in disciplined factory environment</p> <p>SA24. Be punctual</p>
	<p>B. Professional Skills</p>
<p>Material and Equipment Handling</p>	
<p>The user/individual on the job needs to know and understand how to:</p> <p>SB1. Handle internal mixer, accessories</p> <p>SB2. Handle rubber compound</p>	

	<p>SB3. Handle chemicals</p> <p>SB4. Handling of various types of material handling equipment like forklifts, trolleys</p> <p>SB5. The capacity to apply technology, combining the physical and sensory skills needed to operate equipment with the understanding of scientific and technological principles needed to explore and adapt systems.</p>
	<p>Analytical Thinking</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB6. Diagnose common problems in the machine based on visual inspection, sound , temperature etc</p> <p>SB7. Suggest improvements(if any) in process based on experience</p>



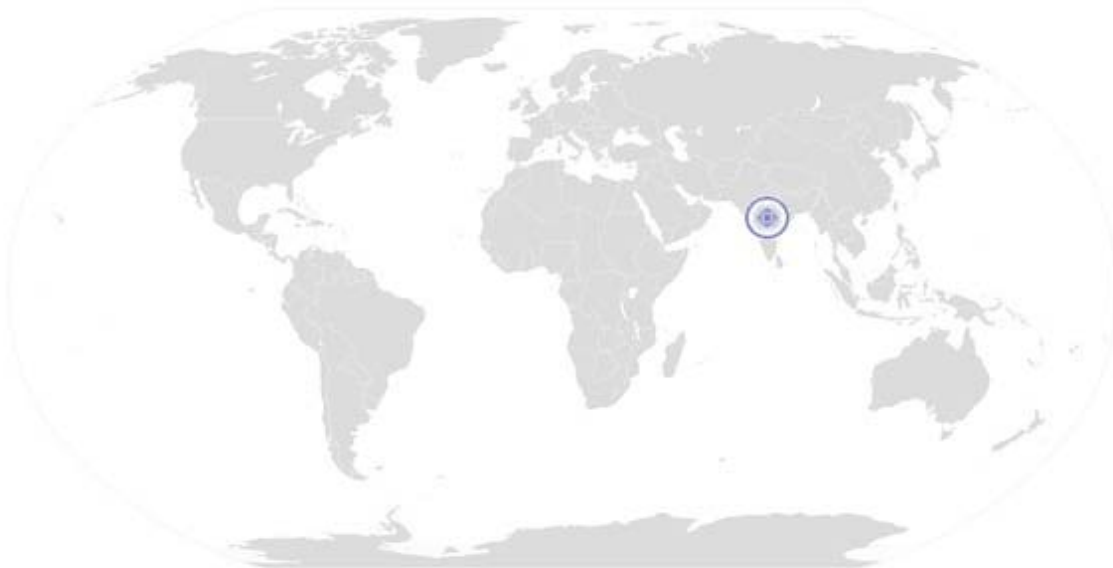
NOS Version Control

NOS Code	RSC / N 0801		
Credits(NVEQF/NVQF/NSQF) [OPTIONAL]		Version number	1.0
Industry	Rubber Manufacturing	Drafted on	04/06/13
Industry Sub-sector	Tyre and Non tyre	Last reviewed on	14/06/13
		Next review date	14/06/14



[Back to QP](#)

National Occupational Standard



Overview

This unit is about performing curing operation using continuous curing system

Unit Code	RSC / N 0802
Unit Title (Task)	Perform curing operation using continuous curing system
Description	This unit is about performing curing operation using continuous curing system
Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> Operate the machine Feed rubber compound and other materials into the machine
Performance Criteria (PC) w.r.t. the Scope	
Element	Performance Criteria
Raw material appropriateness	<p>To be competent, the user/individual on the job must be able to :</p> <p>PC1. Ensure, by visual inspection, that rubber compound is of desired quality (free of contamination etc.)</p> <p>PC2. Ensure that batch size of rubber compound is as per specified quantity</p>
Operations	<p>PC3. Plan batch sequence in shifts based on raw material availability/rejection to maximize output</p> <p>PC4. Ensure that prefabricated green product to be cured is of correct dimension</p> <p>PC5. Load the prefabricated green rubber product appropriately onto the machine</p> <p>PC6. Ensure that the compound is cured for specified time and temperature</p> <p>PC7. Ensure that cured product has the expected texture (if template was used for texture)</p> <p>PC8. Ensure that cured product is free of air blisters</p> <p>PC9. Ensure that material wastage is within tolerance limits</p> <p>PC10. Ensure that no rework or rejection is generated.</p> <p>PC11. Match the quality of output to company's product requirements</p> <p>PC12. Meet production quantity targets set for the operation</p> <p>PC13. Follow work instructions as laid down by the company</p>
Health & Safety	<p>PC14. Ensure housekeeping in curing area</p> <p>PC15. Perform the checks before starting the conveyor belt such as checking for people working on different part of the conveyor belt etc.</p> <p>PC16. Handle the moving parts like the conveyor belts, when the machine is running the feed inlet and discharge port, belts, gears and other rotating parts</p> <p>PC17. Operate the conveyor belt within the speed limit at all times and always be aware of the upper limit</p> <p>PC18. Ensure that there are no loose clothes around the conveyor belt.</p> <p>PC19. Adhere to all safety norms (like wearing protective gloves, goggles, shoes etc)</p> <p>PC20. Comply with health, safety, environment guidelines, regulations etc in</p>

	accordance with company procedure
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. Implications of poorly prepared material, power failure etc</p> <p>KA2. Material disposal procedure, importance of appropriate disposal of material and implications of not following the material disposal procedure</p> <p>KA3. Quality and damage checks to be done and importance of the same</p> <p>KA4. Importance of identifying non-conforming products and storage of the same</p> <p>KA5. Risk and impact of not following defined procedures/work instructions</p> <p>KA6. Escalation matrix for reporting identified issues</p> <p>KA7. Types of documentation in organization and importance of the same</p> <p>KA8. Records to be maintained and implications of non-maintenance of the same</p> <p>KA9. Importance of housekeeping & good shopfloor practices (eg. 3S & 5S)</p> <p>KA10. Health, Safety and Environment guidelines, legislation and regulations as applicable</p> <p>KA11. Personal protection(Which protective equipment to be used and how)</p> <p>KA12. Impact of poor practices on health, safety and environment</p> <p>KA13. Potential hazards and actions to minimize the same</p> <p>KA14. Escalation matrix and escalation procedure for reporting hazards</p>
B. Technical Knowledge	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. Cleanliness and safety requirements for commencing a curing operation</p> <p>KB2. Operation of continuous curing machine</p> <p>KB3. Effect of improper curing, temperature, cycle time and pressure on properties of rubber sheets</p> <p>KB4. Implications of not adhering to sequence of activities and operations</p> <p>KB5. Implications of delays in production process</p> <p>KB6. The process and importance of quality check ,including visual inspection and dimensional checks</p> <p>KB7. Type of defects leading to rejections.</p> <p>KB8. Potential problems in the curing operation</p> <p>KB9. Indicators and reasons of potential problems</p> <p>KB10. Appropriate solutions to the problems encountered</p> <p>KB11. Units of measurement</p> <p>KB12. Response to emergencies e.g. Power failures ,fire and system failures</p> <p>KB13. The usage of different types of fire extinguishers</p>
Skills (S)	
A. Core Skills/ Generic Skills	Writing Skills
	<p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. Construct simple sentences and express ideas clearly through written</p>

	<p>communication</p> <p>SA2. Fill up appropriate technical forms, process charts, activity logs in required format of the company</p> <p>SA3. Write simple letters, mails, etc</p> <p>SA4. Perform functional mathematical operations, including apply basic mathematical principles, such as numbers and space, and techniques such as estimation and approximation, for practical purposes</p>
	<p>Reading and Understanding Skills</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA5. Read and understand manuals, health and safety instructions, memos, reports, job cards etc</p> <p>SA6. Read images, graphs, diagrams</p> <p>SA7. Understand the various coding systems as per company norms</p>
	<p>Oral Communication (Listening and Speaking skills)</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA8. Express statements, opinions or information clearly so that others can hear and understand</p> <p>SA9. Respond appropriately to any queries</p> <p>SA10. Communicate with supervisor</p> <p>SA11. Communicate with upstream and downstream teams</p> <p>SA12. Work in a team and other behavioral skills required to support the small group activities (Quality Circle, Cross Functional Team, Suggestion Scheme)</p>
	<p>Integrity</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA13. Practice honesty with respect to company property and time</p> <p>SA14. Communicate with people in a form and manner and using language that is open and respectful</p> <p>SA15. Resolve any difficulties in relationships with colleagues, or get help from an appropriate person, in a way that preserves goodwill and trust</p>
	<p>Motivation</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA16. Take responsibility for completing one's own work assignment</p> <p>SA17. Take initiative to enhance/learn skills in one's area of work</p> <p>SA18. The capacity to learn from experience in a range of settings and scenarios and the capacity to reflect on and analyse one's learning.</p> <p>SA19. Is open to new ways of doing things</p> <p>SA20. The capacity to envisage and articulate personal goals; to develop strategies and take action to achieve them.</p>
	<p>Reliability</p>

	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA21. Avoid absenteeism</p> <p>SA22. Act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations</p> <p>SA23. Work in disciplined factory environment</p> <p>SA24. Be punctual</p>
<p>B. Professional Skills</p>	<p>Material and Equipment Handling</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB1. Handle internal mixer, accessories</p> <p>SB2. Handle rubber compound</p> <p>SB3. Handle chemicals</p> <p>SB4. Handling of various types of material handling equipment like forklifts, trolleys</p> <p>SB5. The capacity to apply technology, combining the physical and sensory skills needed to operate equipment with the understanding of scientific and technological principles needed to explore and adapt systems.</p>
	<p>Analytical Thinking</p>
<p>The user/individual on the job needs to know and understand how to:</p> <p>SB6. Diagnose common problems in the machine based on visual inspection, sound, temperature etc</p> <p>SB7. Suggest improvements(if any) in process based on experience</p>	



NOS Version Control

NOS Code	RSC / N 0802		
Credits(NVEQF/NVQF/NSQF) [OPTIONAL]		Version number	1.0
Industry	Rubber Manufacturing	Drafted on	04/06/13
Industry Sub-sector	Tyre and Non tyre	Last reviewed on	14/06/13
		Next review date	14/06/14



[Back to QP](#)

National Occupational Standard



Overview

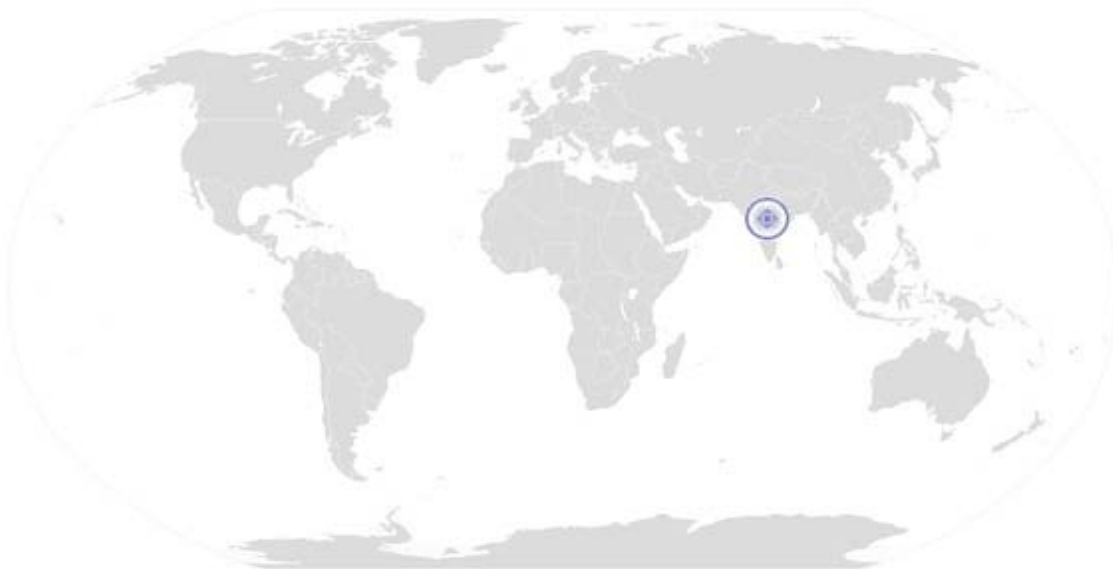
This unit is about undertaking activities post continuous curing operation

Unit Code	RSC / N 0803
Unit Title (Task)	Undertake post continuous curing activities
Description	This unit is about performing post continuous curing operation
Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> Remove the cured piece Form appropriate batches of the compound Mark the batch for proper identification in further processing Send sample to lab for testing
Performance Criteria (PC) w.r.t. the Scope	
Element	Performance Criteria
Operations	<p>To be competent, the user/individual on the job must be able to :</p> <p>PC1. Follow work instructions as laid down by the company</p> <p>PC2. Remove the cured piece</p> <p>PC3. Ensure that on completion of curing, the pressure belt has been released and the heaters and hydraulic system have been switched off</p> <p>PC4. Cut the product to the required specification using a coiler/cutter</p> <p>PC5. Handover the equipment to the next operator in clean and good condition</p>
Material disposal	<p>PC6. Dispose off waste material as per waste disposal procedures laid down by the company</p> <p>PC7. Carry out disposal of waste material safely</p>
Batch Marking	<p>PC8. Form batch size as per company specifications</p> <p>PC9. Carry out batch marking for the right product</p> <p>PC10. Carry out batch marking as per instructions laid down by the company (in terms of weight, colour etc)</p>
Sampling	<p>PC11. Send sample of specified product to lab for testing</p> <p>PC12. Send sample of specified batch number to lab for testing</p> <p>PC13. Send sample in specified quantity to lab for testing</p> <p>PC14. Send sample in the specified form to lab for testing</p> <p>PC15. Send the remaining material to the designated storage area</p>
Health & Safety	<p>PC16. Ensure housekeeping in curing area</p> <p>PC17. Ensure that there are no loose clothes around the conveyor belt.</p> <p>PC18. Adhere to all safety norms (like wearing protective gloves, shoes, safety goggles etc)</p> <p>PC19. Comply with health, safety, environment guidelines, regulations etc in accordance with organizational SOP</p>

Knowledge and Understanding (K)	
<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> <ul style="list-style-type: none"> KA1. Implications of poorly prepared material, power failure etc KA2. Significance of batch marking KA3. Importance of identifying non-conforming product and storage of the same KA4. Risk and impact of not following defined procedures/work instructions KA5. Escalation matrix and procedure for reporting identified problems KA6. Types of documentation in organization and importance of the same KA7. Records to be maintained and implications of non-maintenance of the same KA8. Importance of housekeeping & good shopfloor practices (eg. 3S & 5S) KA9. Health, Safety and Environment guidelines, legislation and regulations as applicable KA10. Personal protection(Which protective equipment to be used and how) KA11. Potential hazards and actions to minimize the same KA12. Impact of poor practices on health, safety and environment KA13. Escalation matrix and procedure for reporting hazards
<p>B. Technical Knowledge</p>	<p>The user/individual on the job needs to know and understand:</p> <ul style="list-style-type: none"> KB1. The process and importance of quality check, including visual and dimension check KB2. Batch marking techniques KB3. Implications of incorrect batch marking KB4. Implications of inappropriate waste disposalType of defects leading to rejections. KB6. Indicators and reasons of problems encountered KB7. Units of measurement KB8. Colour and colour coding KB9. The usage of different types of fire extinguishers
Skills (S)	
<p>A. Core Skills/ Generic Skills</p>	<p>Writing Skills</p> <p>The user/ individual on the job needs to know and understand how to:</p> <ul style="list-style-type: none"> SA1. Construct simple sentences and express ideas clearly through written communication SA2. Fill up appropriate technical forms, process charts, activity logs in required format of the company SA3. Write simple letters, mails, etc SA4. Perform functional mathematical operations, including apply basic mathematical principles, such as numbers and space, and techniques such as estimation and approximation, for practical purposes
	<p>Reading and Understanding Skills</p>

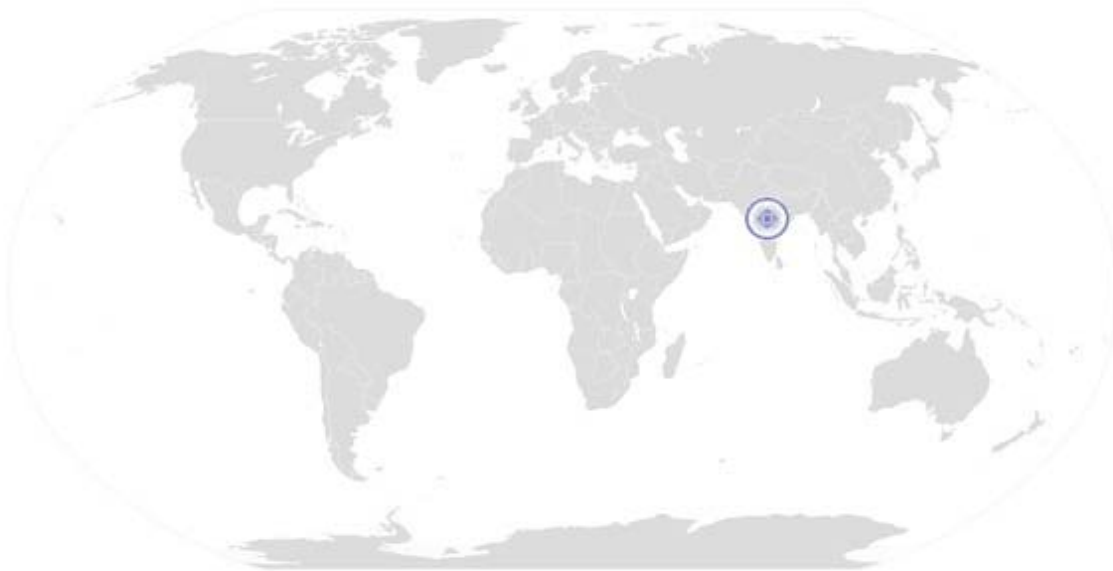
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA5. Read and understand manuals, health and safety instructions, memos, reports, job cards etc</p> <p>SA6. Read images, graphs, diagrams</p> <p>SA7. Understand the various coding systems as per company norms</p>
	<p>Oral Communication (Listening and Speaking skills)</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA8. Express statements, opinions or information clearly so that others can hear and understand</p> <p>SA9. Respond appropriately to any queries</p> <p>SA10. Communicate with supervisor</p> <p>SA11. Communicate with upstream and downstream teams</p> <p>SA12. Work in a team and other behavioral skills required to support the small group activities (Quality Circle, Cross Functional Team, Suggestion Scheme)</p>
	<p>Integrity</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA13. Practice honesty with respect to company property and time</p> <p>SA14. Communicate with people in a form and manner and using language that is open and respectful</p> <p>SA15. Resolve any difficulties in relationships with colleagues, or get help from an appropriate person, in a way that preserves goodwill and trust</p>
	<p>Motivation</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA16. Take responsibility for completing one's own work assignment</p> <p>SA17. Take initiative to enhance/learn skills in one's area of work</p> <p>SA18. The capacity to learn from experience in a range of settings and scenarios and the capacity to reflect on and analyse one's learning.</p> <p>SA19. Is open to new ways of doing things</p> <p>SA20. The capacity to envisage and articulate personal goals; to develop strategies and take action to achieve them.</p>
	<p>Reliability</p>
B. Professional Skills	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA21. Avoid absenteeism</p> <p>SA22. Act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations</p> <p>SA23. Work in disciplined factory environment</p> <p>SA24. Be punctual</p>
	<p>Material and Equipment Handling</p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB1. Handle internal mixer, accessories</p>

	SB2. Handle rubber compound
	SB3. Handle chemicals
	SB4. Handling of various types of material handling equipment like forklifts, trolleys
	SB5. The capacity to apply technology, combining the physical and sensory skills needed to operate equipment with the understanding of scientific and technological principles needed to explore and adapt systems.
	Analytical Thinking
	The user/individual on the job needs to know and understand how to:
	SB6. Diagnose common problems in the machine based on visual inspection, sound , temperature etc
	SB7. Suggest improvements(if any) in process based on experience



NOS Version Control

NOS Code	RSC / N 0803		
Credits(NVEQF/NVQF/NSQF) [OPTIONAL]		Version number	1.0
Industry	Rubber Manufacturing	Drafted on	04/06/13
Industry Sub-sector	Tyre and Non tyre	Last reviewed on	14/06/13
		Next review date	14/06/14



National Occupational Standard



Overview

This unit is about carrying out housekeeping

National Occupational Standard	Unit Code	RSC / N 5001
	Unit Title (Task)	To carry out housekeeping
	Description	This unit is about carrying out housekeeping activities
	Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> • Preparing for housekeeping activities • Carry out housekeeping activities • Post housekeeping activities
	Performance Criteria (PC) w.r.t. the Scope	
	Element	Performance Criteria
	Pre housekeeping activities	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. Inspect the area while taking into account various surfaces</p> <p>PC2. Identify the material requirements for cleaning the areas inspected, by considering risk, time, efficiency and type of stain</p> <p>PC3. Ensure that the cleaning equipment is in proper working condition</p> <p>PC4. Select the suitable alternatives for cleaning the areas in case the appropriate equipment and materials are not available and inform the appropriate person</p> <p>PC5. Plan the sequence for cleaning the area to avoid re-soiling clean areas and surfaces</p> <p>PC6. Inform the affected people about the cleaning activity</p> <p>PC7. Display the appropriate signage for the work being conducted</p> <p>PC8. Ensure that there is adequate ventilation for the work being carried out</p> <p>PC9. Wear the personal protective equipment required for the cleaning method and materials being used</p>
	Operations	<p>PC10. Use the correct cleaning method for the work area, type of soiling and surface</p> <p>PC11. Carry out cleaning activity without disturbing others</p> <p>PC12. Deal with accidental damage, if any, caused while carrying out the work</p> <p>PC13. Report to the appropriate person any difficulties in carrying out your work</p> <p>PC14. Identify and report to the appropriate person any additional cleaning required that is outside one's responsibility or skill</p>
	Post housekeeping activities	<p>PC15. Ensure that there is no oily substance on the floor to avoid slippage</p> <p>PC16. Ensure that no scrap material is lying around</p> <p>PC17. Maintain and store housekeeping equipment and supplies</p> <p>PC18. Follow workplace procedures to deal with any accidental damage caused during the cleaning process</p>

	<p>PC19. Ensure that, on completion of the work, the area is left clean and dry and meets requirements</p> <p>PC20. Return the equipment, materials and personal protective equipment that were used to the right places making sure they are clean, safe and securely stored</p> <p>PC21. Dispose the waste garnered from the activity in an appropriate manner</p> <p>PC22. Dispose of used and un-used solutions according to manufacturer's instructions, and clean the equipment thoroughly</p>
General	<p>PC23. Maintain schedules and records for housekeeping duty</p> <p>PC24. Replenish any necessary supplies or consumables</p>
Knowledge and Understanding (K)	
B. Technical Knowledge	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. The levels of hygiene required by workplace and why it is important to maintain them during your work</p> <p>KB2. How to inspect a work area to decide what cleaning it needs</p> <p>KB3. Methods and materials that used for cleaning variety of surfaces</p> <p>KB4. The types of cleansing agents that are not to be mixed together</p> <p>KB5. The correct method for cleaning equipment and/or machinery used during your work</p> <p>KB6. The importance of personal protective equipment</p> <p>KB7. Appropriate personal protective equipment for the work area, cleaning equipment, tools, materials and chemicals used</p> <p>KB8. The correct sequence for cleaning the work area</p> <p>KB9. The time taken by the treatment to work</p> <p>KB10. The importance of following manufacturer's instructions on cleaning agents</p> <p>KB11. The most appropriate place to carry out test cleans and why this should be done before applying treatments</p> <p>KB12. The importance of applying treatments evenly and the effect of not doing this</p> <p>KB13. Process of cleaning the surfaces without causing injury or damage</p> <p>KB14. The method to check the treated surface and equipment on completion of cleaning</p> <p>KB15. Procedures for reporting any unidentified soiling</p> <p>KB16. Procedures for disposing off waste</p> <p>KB17. Procedures for disposing off or storing personal protective equipment</p> <p>KB18. Escalation procedures for soils or stains that could not be removed</p>
Skills (S)	
A. Core Skills/ Generic Skills	Writing Skills
	<p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. Construct simple sentences and express ideas clearly through written communication</p>

	<p>SA2. Fill up appropriate technical forms, process charts, activity logs in required format of the company</p> <p>SA3. Write simple letters, mails, etc</p> <p>SA4. Perform functional mathematical operations, including apply basic mathematical principles, such as numbers and space, and techniques such as estimation and approximation, for practical purposes</p>
	<p>Reading and Understanding Skills</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA5. Read and understand manuals, health and safety instructions, memos, reports, job cards etc</p> <p>SA6. Read images, graphs, diagrams</p> <p>SA7. Understand the various coding systems as per company norms</p>
	<p>Oral Communication (Listening and Speaking skills)</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA8. Express statements, opinions or information clearly so that others can hear and understand</p> <p>SA9. Respond appropriately to any queries</p> <p>SA10. Communicate with supervisor</p> <p>SA11. Communicate with upstream and downstream teams</p> <p>SA12. Work in a team and other behavioral skills required to support the small group activities (Quality Circle, Cross Functional Team, Suggestion Scheme)</p>
	<p>Integrity</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA13. Practice honesty with respect to company property and time</p> <p>SA14. Communicate with people in a form and manner and using language that is open and respectful</p> <p>SA15. Resolve any difficulties in relationships with colleagues, or get help from an appropriate person, in a way that preserves goodwill and trust</p>
	<p>Motivation</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA16. Take responsibility for completing one's own work assignment</p> <p>SA17. Take initiative to enhance/learn skills in one's area of work</p> <p>SA18. The capacity to learn from experience in a range of settings and scenarios and the capacity to reflect on and analyse one's learning.</p> <p>SA19. Is open to new ways of doing things</p> <p>SA20. The capacity to envisage and articulate personal goals; to develop strategies and take action to achieve them.</p>
	<p>Reliability</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA21. Avoid absenteeism</p> <p>SA22. Act objectively, rather than impulsively or emotionally when faced with</p>

	<p>difficult/stressful or emotional situations SA23. Work in disciplined factory environment SA24. Be punctual</p>
--	--



NOS Version Control

NOS Code	RSC / N 5001		
Credits(NVEQF/NVQF/NSQF) [OPTIONAL]		Version number	1.0
Industry	Rubber Manufacturing	Drafted on	04/06/13
Industry Sub-sector	Tyre and Non- tyre	Last reviewed on	14/06/13
		Next review date	14/06/14



National Occupational Standard



Overview

This unit is about reporting and documentation

To carry out reporting and documentation

National Occupational Standard

Unit Code	RSC / N 5002
Unit Title (Task)	To carry out reporting and documentation
Description	This unit is about carrying out reporting and documentation
Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> • Reporting of data/problem/incidents etc • Documentation • Information Security
Performance Criteria (PC) w.r.t. the Scope	
Element	Performance Criteria
Reporting	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. Report data/problems/incidents as applicable in a timely manner</p> <p>PC2. Report to the appropriate authority as laid down by the company</p> <p>PC3. Follow reporting procedures as prescribed by the company</p>
Recording and Documentation	<p>PC4. Identify documentation to be completed relating to one's role</p> <p>PC5. Record details accurately an appropriate format</p> <p>PC6. Complete all documentation within stipulated time according to company procedure</p> <p>PC7. Ensure that the final document meets with the requirements of the persons who requested it or make any amendments accordingly</p> <p>PC8. Make sure documents are available to all appropriate authorities to inspect</p>
Information Security	<p>PC9. Respond to requests for information in an appropriate manner whilst following organizational procedures</p> <p>PC10. Inform the appropriate authority of requests for information received</p>
Knowledge and Understanding (K)	
B. Technical Knowledge	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. Different methods of recording information</p> <p>KB2. Various documents that need to be maintained</p> <p>KB3. Company procedure for filling/maintaining up the documents</p> <p>KB4. Procedures for reporting to the appropriate authority</p> <p>KB5. Procedures for recording damage, breakages etc</p> <p>KB6. Reporting incidents where standard operating procedures are not followed</p> <p>KB7. The importance of complete and accurate documentation</p> <p>KB8. How to maintain complete documentation accurately and within agreed</p>

To carry out reporting and documentation

	<p>timescales</p> <p>KB9. The importance of ensuring that the documents are correct</p> <p>KB10. The actions to be taken if the documents are not correct</p> <p>KB11. The importance of maintaining the security and confidentiality of recorded information</p> <p>KB12. Procedures to maintain confidentiality of information</p> <p>KB13. The appropriate method for responding to requests for information</p> <p>KB14. The reporting procedures to followed before disclosing information to any outside party</p>
Skills (S)	
A. Core Skills/ Generic Skills	Writing Skills
	<p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. Construct simple sentences and express ideas clearly through written communication</p> <p>SA2. Fill up appropriate technical forms, process charts, activity logs in required format of the company</p> <p>SA3. Write simple letters, mails, etc</p> <p>SA4. Perform functional mathematical operations, including apply basic mathematical principles, such as numbers and space, and techniques such as estimation and approximation, for practical purposes</p>
	Reading and Understanding Skills
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA5. Read and understand manuals, health and safety instructions, memos, reports, job cards etc</p> <p>SA6. Read images, graphs, diagrams</p> <p>SA7. Understand the various coding systems as per company norms</p>
	Oral Communication (Listening and Speaking skills)
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA8. Express statements, opinions or information clearly so that others can hear and understand</p> <p>SA9. Respond appropriately to any queries</p> <p>SA10. Communicate with supervisor</p> <p>SA11. Communicate with upstream and downstream teams</p> <p>SA12. Work in a team and other behavioral skills required to support the small group activities (Quality Circle, Cross Functional Team, Suggestion Scheme)</p>
	Integrity

To carry out reporting and documentation

	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA13. Practice honesty with respect to company property and time</p> <p>SA14. Communicate with people in a form and manner and using language that is open and respectful</p> <p>SA15. Resolve any difficulties in relationships with colleagues , or get help from an appropriate person, in a way that preserves goodwill and trust</p>
	<p>Motivation</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA16. Take responsibility for completing one’s own work assignment</p> <p>SA17. Take initiative to enhance/learn skills in ones’s area of work</p> <p>SA18. The capacity to learn from experience in a range of settings and scenarios and the capacity to reflect on and analyse one’s learning.</p> <p>SA19. Is open to new ways of doing things</p> <p>SA20. The capacity to envisage and articulate personal goals; to develop strategies and take action to achieve them.</p>
	<p>Reliability</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA21. Avoid absenteeism</p> <p>SA22. Act objectively , rather than impulsively or emotionally when faced with difficult/stressful or emotional situations</p> <p>SA23. Work in disciplined factory environment</p> <p>SA24. Be punctual</p>

NOS Version Control

NOS Code	RSC / N 5002		
Credits(NVEQF/NVQF/NSQF) [OPTIONAL]		Version number	1.0
Industry	Rubber Manufacturing	Drafted on	04/06/13
Industry Sub-sector	Tyre and Non- tyre	Last reviewed on	14/06/13
		Next review date	14/06/14



[Back to QP](#)

National Occupational Standard



Overview

This unit is about carrying out quality checks

National Occupational Standard	Unit Code	RSC / N 5003
	Unit Title (Task)	To carry out quality checks
	Description	This unit is about carrying out quality control activities
	Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> • Carrying out quality checks to identify problems • Take corrective actions • Reporting the results
	Performance Criteria (PC) w.r.t. the Scope	
	Element	Performance Criteria
	Inspection	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. Ensure that total range of checks are regularly and consistently performed</p> <p>PC2. Use appropriate measuring instruments, equipment, tools, accessories etc ,as required</p>
	Analysis	<p>PC3. Identify non-conformities to quality assurance standards</p> <p>PC4. Identify potential causes of non-conformities to quality assurance standards</p> <p>PC5. Identify impact on final product due to non-conformance to company standards</p> <p>PC6. Evaluating the need for action to ensure that problems do not recur</p> <p>PC7. Suggest corrective action to address problem</p> <p>PC8. Review effectiveness of corrective action</p>
	Reporting	<p>PC9. Interpret the results of the quality check correctly</p> <p>PC10. Take up results of the findings with QC in charge/appropriate authority.</p> <p>PC11. Take up the results of the findings within stipulated time</p> <p>PC12. Record of results of action taken</p> <p>PC13. Record adjustments not covered by established procedures for future reference</p> <p>PC14. Review effectiveness of action taken</p> <p>PC15. Follow reporting procedures where the cause of defect cannot be identified</p>
	Knowledge and Understanding (K)	
B. Technical Knowledge	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. The importance of quality control procedures</p> <p>KB2. Relevance and importance of activities and how they contribute to the</p>	

	<p>achievement of the quality objectives,</p> <p>KB3. Proper procedure for selecting the material/product and performing quality checks without affecting the material</p> <p>KB4. Availability of work instructions, as necessary,</p> <p>KB5. Characteristics of the product/material</p> <p>KB6. Use of suitable equipment</p> <p>KB7. Availability and use of monitoring and measuring devices,</p> <p>KB8. Requirements of records</p> <p>KB9. Importance of maintaining accurate up-to-date records</p> <p>KB10. The need to report within the stipulated time</p> <p>KB11. Implications of inaccurate measuring and testing instruments and equipment</p> <p>KB12. The cost of non-conformance to quality standards</p> <p>KB13. Implications (impact on internal/external customers) of defective products, materials or components</p>
Skills (S)	
A. Core Skills/ Generic Skills	Writing Skills
	<p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. Construct simple sentences and express ideas clearly through written communication</p> <p>SA2. Fill up appropriate technical forms, process charts, activity logs in required format of the company</p> <p>SA3. Write simple letters, mails, etc</p> <p>SA4. Perform functional mathematical operations, including apply basic mathematical principles, such as numbers and space, and techniques such as estimation and approximation, for practical purposes</p>
	Reading and Understanding Skills
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA5. Read and understand manuals, health and safety instructions, memos, reports, job cards etc</p> <p>SA6. Read images, graphs, diagrams</p> <p>SA7. Understand the various coding systems as per company norms</p>
	Oral Communication (Listening and Speaking skills)
<p>The user/individual on the job needs to know and understand how to:</p> <p>SA8. Express statements, opinions or information clearly so that others can hear and understand</p> <p>SA9. Respond appropriately to any queries</p> <p>SA10. Communicate with supervisor</p> <p>SA11. Communicate with upstream and downstream teams</p> <p>SA12. Work in a team and other behavioral skills required to support the small group activities (Quality Circle, Cross Functional Team, Suggestion Scheme)</p>	

	Integrity
	The user/individual on the job needs to know and understand how to: SA13. Practice honesty with respect to company property and time SA14. Communicate with people in a form and manner and using language that is open and respectful SA15. Resolve any difficulties in relationships with colleagues , or get help from an appropriate person, in a way that preserves goodwill and trust
	Motivation
	The user/individual on the job needs to know and understand how to: SA16. Take responsibility for completing one’s own work assignment SA17. Take initiative to enhance/learn skills in ones’s area of work SA18. The capacity to learn from experience in a range of settings and scenarios and the capacity to reflect on and analyse one’s learning. SA19. Is open to new ways of doing things SA20. The capacity to envisage and articulate personal goals; to develop strategies and take action to achieve them.
	Reliability
	The user/individual on the job needs to know and understand how to: SA21. Avoid absenteeism SA22. Act objectively , rather than impulsively or emotionally when faced with difficult/stressful or emotional situations SA23. Work in disciplined factory environment SA24. Be punctual

NOS Version Control

NOS Code	RSC / N 5003		
Credits(NVEQF/NVQF/NSQF) [OPTIONAL]		Version number	1.0
Industry	Rubber Manufacturing	Drafted on	04/06/13
Industry Sub-sector	Tyre and Non- tyre	Last reviewed on	14/06/13
		Next review date	14/06/14



[Back to QP](#)

National Occupational Standard



Overview

This unit is about problem identification and escalation

National Occupational Standard	Unit Code	RSC / N 5004
	Unit Title (Task)	To carry out problem identification and escalation
	Description	This unit is about problem identification and escalation
	Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> • Identify problems across: <ul style="list-style-type: none"> - Raw materials - Compounds - Product - Equipment - Others • Identify solutions to problems • Take corrective action • Escalation of unresolved identified problems
Performance Criteria (PC) w.r.t. the Scope		
Element	Performance Criteria	
Problem Identification	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. Identify defects/indicators of problems</p> <p>PC2. Identify any wrong practices that may lead to problems</p> <p>PC3. Identify practices that may impact the final product quality</p> <p>PC4. Identify if the problem has occurred before</p> <p>PC5. Identify other operations that might be impacted by the problem</p> <p>PC6. Ensure that no delays are caused as a result of failure to escalate problems</p>	
Necessary Action	<p>PC7. Take appropriate materials and sample, conduct tests and evaluate results to establish reasons to confirm suspected reasons for non-conformance (where required)</p> <p>PC8. Consider possible reasons for identification of problems</p> <p>PC9. Consider applicable corrections and formulate corrective action</p> <p>PC10. Formulate action in a timely manner</p> <p>PC11. Communicate problem/remedial action to appropriate parties</p> <p>PC12. Take corrective action in a timely manner</p> <p>PC13. Take corrective action for problems identified according to the company procedures</p> <p>PC14. Report/document problem and corrective action in an appropriate manner</p> <p>PC15. Monitor corrective action</p>	

To carry out problem identification and escalation

	<p>PC16. Evaluate implementation of corrective action taken to determine if the problem has been resolved</p> <p>PC17. Ensure that corrective action selected is viable and practical</p> <p>PC18. Ensure that correct solution is identified to an identified problem</p> <p>PC19. Take corrective action for problems identified according to the company procedures</p> <p>PC20. Ensure that no delays are caused as a result of failure to take necessary action</p>
<p>Problem Escalation</p>	<p>PC21. Escalate problem as per laid down escalation matrix</p> <p>PC22. Escalate the problem within stipulated time</p> <p>PC23. Escalate the problem in an appropriate manner</p> <p>PC24. Ensure that no delays are caused as a result of failure to escalate problems</p>
<p>Knowledge and Understanding (K)</p>	
<p>B. Technical Knowledge</p>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. Indicators of problems</p> <p>KB2. The working of the equipment and accessories(if applicable)</p> <p>KB3. The impact of operations on the user and equipment(if applicable)</p> <p>KB4. The impact of operations on the final product (if applicable)</p> <p>KB5. The effect of not rectifying the problems identified</p> <p>KB6. The reason for the occurrence of previous problems</p> <p>KB7. Measures and steps that have been taken to address the previous problems</p> <p>KB8. Possible solutions for various problems</p> <p>KB9. The correct method for carrying out corrective actions outlined for each problem</p> <p>KB10. The impact of not carrying out the corrective actions</p> <p>KB11. The documentation procedure for recording such problems, as per company norms</p> <p>KB12. The escalation matrix for reporting problems</p> <p>KB13. Escalation matrix for reporting unresolved problems</p> <p>KB14. The time frame within which in which each problem needs to be escalated</p> <p>KB15. Manner in which each problem needs to be escalated</p>
<p>Skills (S)</p>	
<p>A. Core Skills/ Generic Skills</p>	<p>Writing Skills</p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. Construct simple sentences and express ideas clearly through written communication</p> <p>SA2. Fill up appropriate technical forms, process charts, activity logs in required format of the company</p> <p>SA3. Write simple letters, mails, etc</p> <p>SA4. Perform functional mathematical operations, including apply basic</p>

To carry out problem identification and escalation

	<p>mathematical principles, such as numbers and space, and techniques such as estimation and approximation, for practical purposes</p>
	<p>Reading and Understanding Skills</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA5. Read and understand manuals, health and safety instructions, memos, reports, job cards etc</p> <p>SA6. Read images, graphs, diagrams</p> <p>SA7. Understand the various coding systems as per company norms</p>
	<p>Oral Communication (Listening and Speaking skills)</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA8. Express statements, opinions or information clearly so that others can hear and understand</p> <p>SA9. Respond appropriately to any queries</p> <p>SA10. Communicate with supervisor</p> <p>SA11. Communicate with upstream and downstream teams</p> <p>SA12. Work in a team and other behavioral skills required to support the small group activities (Quality Circle, Cross Functional Team, Suggestion Scheme)</p>
	<p>Integrity</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA13. Practice honesty with respect to company property and time</p> <p>SA14. Communicate with people in a form and manner and using language that is open and respectful</p> <p>SA15. Resolve any difficulties in relationships with colleagues, or get help from an appropriate person, in a way that preserves goodwill and trust</p>
	<p>Motivation</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA16. Take responsibility for completing one's own work assignment</p> <p>SA17. Take initiative to enhance/learn skills in one's area of work</p> <p>SA18. The capacity to learn from experience in a range of settings and scenarios and the capacity to reflect on and analyse one's learning.</p> <p>SA19. Is open to new ways of doing things</p> <p>SA20. The capacity to envisage and articulate personal goals; to develop strategies and take action to achieve them.</p>
	<p>Reliability</p>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA21. Avoid absenteeism</p> <p>SA22. Act objectively, rather than impulsively or emotionally when faced with difficult/stressful or emotional situations</p> <p>SA23. Work in disciplined factory environment</p> <p>SA24. Be punctual</p>

NOS Version Control

NOS Code	RSC / N 5004		
Credits(NVEQF/NVQF/NSQF) [OPTIONAL]		Version number	1.0
Industry	Rubber Manufacturing	Drafted on	04/06/13
Industry Sub-sector	Tyre and NonTyre	Last reviewed on	14/06/13
		Next review date	14/06/14



Click on the link to share your feedback: http://www.rsdcindia.in/nos_forms/feedback-form.html