









# Cabinet Maker (WorldSkills)

QP Code: FFS/Q0902

Version: 1.0

NSQF Level: 4.5

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## FFS/Q0902: Cabinet Maker (WorldSkills)

#### **Brief Job Description**

The WorldSkills-Certified Cabinet Maker excels in on-site assessments and blueprint interpretation, adhering to rigorous WorldSkills standards. Proficient in precise worksite preparation, the individual demonstrates mastery in using specialized tools and machinery. The role emphasizes excellence in crafting, assembling, and installing custom cabinetry, highlighting precision, attention to detail, and a commitment to elevated cabinet-making standards within the WorldSkills competition criteria.

#### **Personal Attributes**

The individual must have physical strength, good stamina, problem-solving, attention to detail, and analytical skills, with a willingness to learn and perform. The person must be organized, diligent, methodical, safety-conscious, and a prompt decision-maker. The individual must be a good listener with skills to comprehend and communicate. The individual should be honest, trustworthy, reliable, flexible, and innovative.

#### **Applicable National Occupational Standards (NOS)**

#### **Compulsory NOS:**

- 1. FFS/N2228: Interpret the work docket and demonstrate proficiency in working with drawings
- 2. FFS/N0911: Select and prepare the materials for fabrication process
- 3. FFS/N0912: Perform the fabrication and assembly of product components into required specification
- 4. FFS/N0913: Install the architecture hardware and moving parts into finished product
- 5. FFS/N8209: Execute cabinet making work with safety and effective communication
- 6. FFS/N8210: Engage in dialogue with client and foster ideas for product improvement

#### **Qualification Pack (QP) Parameters**

| Sector     | Furniture & Fittings             |
|------------|----------------------------------|
| Sub-Sector | Furniture Design & Production    |
| Occupation | Furniture Production (Work Shop) |
| Country    | India                            |









| NSQF Level   | 4.5   |
|--|---|
| Credits  | 17  |
| Aligned to NCO/ISCO/ISIC Code                        | NCO-2015/7522.0200  |
| Minimum Educational Qualification & Experience       | Basic Literacy and Numeracy (As per the WorldSkills and IndiaSkills eligibility criteria) |
| Minimum Level of Education for<br>Training in School | Not Applicable  |
| Pre-Requisite License or Training                    | NA  |
| Minimum Job Entry Age                                | 14 Years  |
| Last Reviewed On                                     | NA  |
| Next Review Date                                     | 08/02/2026  |
| NSQC Approval Date                                   | 08/02/2024  |
| Version  | 1.0   |
| Reference code on NQR                                | QG-4.5-WC-01789-2024-V1-FFSC  |
| NQR Version  | 1   |

#### **Remarks:**

i) There is no specified minimum job entry age for the skill competitions, however, the competitor(s) must not be older than 22 years in the year of the competition as per WorldSkills Standards. ii) The validity of these qualifications shall be only for two years or as per the WorldSkills competition cycle, whichever is earlier". (Please refer to clause 4.1. (d) of NCVET Order No. 32001/06/2023/NCVET, dated 26.01.2024)









# FFS/N2228: Interpret the work docket and demonstrate proficiency in working with drawings

## **Description**

This unit describes the performance outcomes required to perform drawing docket interpretation and optimization, material identification, and working with drawings at the workplace or site.

#### Scope

The scope covers the following:

- Drawing Docket Interpretation and Optimization
- Material Identification
- Working with Drawing

#### **Elements and Performance Criteria**

#### Drawing Docket Interpretation and Optimization

To be competent, the user/individual on the job must be able to:

- **PC1.** conduct a thorough assessment of intended uses and environmental conditions based on drawing dockets, seeking clarity when needed.
- **PC2.** interpret drawing dockets with precision, optimizing the potential for high-quality construction while considering design intent
- **PC3.** extrapolate information from drawings and specifications to address gaps or uncertainties.
- **PC4.** seek clarification and correct any missing or incorrect information in drawings, ensuring accuracy and eliminating potential issues in the construction process.

#### Material Identification

To be competent, the user/individual on the job must be able to:

- **PC5.** identify the materials specified in drawing dockets, seeking clarification for any discrepancies.
- **PC6.** identify materials and quantities needed for the product according to drawing docket specifications, showcasing proficiency in parts identification.
- **PC7.** organize of all the necessary tools, materials, and equipment for the specified operations *Working with Drawing*

To be competent, the user/individual on the job must be able to:

- **PC8.** produce meticulous drawings both to scale and full size, adhering to drawing docket specifications.
- **PC9.** perform the drawing annotation with appropriate dimensional points, specification, conventions and notes on the full scale drawing
- **PC10.** utilize geometric methods adeptly to determine missing complex angles, joints, and intersections
- **PC11.** perform checking of angles, shapes and dimensions against specifications

#### **Knowledge and Understanding (KU)**









The individual on the job needs to know and understand:

- **KU1.** the organization structure, its purpose, and objective, various departments, hierarchy, reporting matrix, code of conduct, etc
- **KU2.** the products and services provided by the company to clients and its quality standards
- **KU3.** the Key Result Areas (KRA) and its importance in the employee performance and growth
- **KU4.** different types of personal protective equipment such as gloves, goggles, masks, etc. and their uses
- **KU5.** common hazards in the worksite and relevant safety and security procedures/manuals to be followed
- **KU6.** the procedures for conducting visual checks required during the various stages of operations and their importance
- **KU7.** the importance of reporting relevant information to the appropriate authority
- **KU8.** factors affecting carpentry construction, including intended uses, environmental conditions
- **KU9.** how to interpret drawing dockets, precision in understanding specifications, and optimizing construction for high quality.
- **KU10.** the process of extrapolation from drawings and specifications, importance of addressing gaps or uncertainties to ensure completeness.
- **KU11.** the importance of seeking clarification, correcting errors in drawings, and ensuring accuracy in construction processes.
- **KU12.** the factors involved in interpreting materials from drawing dockets
- **KU13.** the process of identifying materials and quantities based on drawing docket specifications and showcasing proficiency in parts identification.
- **KU14.** the tools, materials, and equipment required for specified carpentry operations.
- **KU15.** the basics of scaling, drawing techniques, and adherence to drawing docket specifications.
- **KU16.** the drawing annotation techniques, dimensional points, and conventions.
- **KU17.** different geometric methods for determining angles, joints, and intersections in carpentry.
- **KU18.** the importance of checking angles, shapes, and dimensions against specifications in carpentry.

#### **Generic Skills (GS)**

User/individual on the job needs to know how to:

- **GS1.** read company policy documents, information displayed at the worksite, job cards, etc.
- **GS2.** effectively communicate with team members and supervisors respectfully as per the protocol of the organization
- **GS3.** work constructively and collaboratively with others
- **GS4.** fill up documents about one's role at the worksite (involves attendance, daily work update, etc.)
- **GS5.** apply domain information/ knowledge and assess day to day tasks through experience and observation
- **GS6.** evaluate the complexity of the tasks to determine if any guidance is required from the supervisor









- **GS7.** interpret instructions related to the usage of machines and tools for fabrication, assembling, and installation of the various products
- **GS8.** use reasoning skills to make appropriate decisions and troubleshoot concerns related to own responsibilities
- **GS9.** plan and prioritize the tasks efficiently and accurately within the specified time frame
- **GS10.** build and maintain positive and effective relationships with clients









## **Assessment Criteria**

| Assessment Criteria for Outcomes   | Theory<br>Marks | Practical<br>Marks | Project<br>Marks | Viva<br>Marks |
|--|-----------------|--------------------|------------------|---------------|
| Drawing Docket Interpretation and Optimization   | 6               | 18                 | 8                | 1             |
| <b>PC1.</b> conduct a thorough assessment of intended uses and environmental conditions based on drawing dockets, seeking clarity when needed.                               | -               | 4                  | 2                | -             |
| <b>PC2.</b> interpret drawing dockets with precision, optimizing the potential for high-quality construction while considering design intent                                 | 2               | 4                  | 2                | -             |
| <b>PC3.</b> extrapolate information from drawings and specifications to address gaps or uncertainties.   | 2               | 6                  | 4                | 1             |
| <b>PC4.</b> seek clarification and correct any missing or incorrect information in drawings, ensuring accuracy and eliminating potential issues in the construction process. | 2               | 4                  | -                | 2             |
| Material Identification  | 6               | 14                 | 6                | 2             |
| <b>PC5.</b> identify the materials specified in drawing dockets, seeking clarification for any discrepancies.  | 2               | 4                  | -                | 1             |
| <b>PC6.</b> identify materials and quantities needed for the product according to drawing docket specifications, showcasing proficiency in parts identification.             | 2               | 6                  | 4                | -             |
| <b>PC7.</b> organize of all the necessary tools, materials, and equipment for the specified operations   | 2               | 4                  | 2                | 1             |
| Working with Drawing   | 8               | 20                 | 8                | 3             |
| <b>PC8.</b> produce meticulous drawings both to scale and full size, adhering to drawing docket specifications.  | 2               | 6                  | 4                | 1             |
| <b>PC9.</b> perform the drawing annotation with appropriate dimensional points, specification, conventions and notes on the full scale drawing                               | 2               | 6                  | 4                | 1             |









| Assessment Criteria for Outcomes  | Theory<br>Marks | Practical<br>Marks | Project<br>Marks | Viva<br>Marks |
|---|-----------------|--------------------|------------------|---------------|
| <b>PC10.</b> utilize geometric methods adeptly to determine missing complex angles, joints, and intersections | 2               | 4                  | -                | 1             |
| <b>PC11.</b> perform checking of angles, shapes and dimensions against specifications                         | 2               | 4                  | -                | -             |
| NOS Total   | 20              | 52                 | 22               | 6             |









## **National Occupational Standards (NOS) Parameters**

| NOS Code            | FFS/N2228  |
|---------------------|--|
| NOS Name            | Interpret the work docket and demonstrate proficiency in working with drawings |
| Sector              | Furniture & Fittings   |
| Sub-Sector          | Furniture Business Development, Installation & After Sales                     |
| Occupation          | Furniture Installation and After Sales   |
| NSQF Level          | 4.5  |
| Credits             | 4  |
| Version             | 1.0  |
| Last Reviewed Date  | 08/02/2024   |
| Next Review Date    | 08/02/2026   |
| NSQC Clearance Date | 08/02/2024   |









## FFS/N0911: Select and prepare the materials for fabrication process

#### **Description**

This unit describes the performance outcomes required to execute project visualization, material preparation and setting out, as well as jig preparation tasks at the workplace or site.

#### Scope

The scope covers the following:

- Project Visualization and Challenge Resolution
- Material Selection and setting out
- Jig Creation for Stationery Machines

#### **Elements and Performance Criteria**

#### Project Visualization and Challenge Resolution

To be competent, the user/individual on the job must be able to:

- **PC1.** visualize the entire projects and resolve potential challenges for efficient fabrication
- **PC2.** collaborate with experts to gain insights and perspectives, enriching the project visualization process.

#### Material Selection and setting out

To be competent, the user/individual on the job must be able to:

- **PC3.** evaluate and select fittings based on both functional requirements and aesthetic considerations
- **PC4.** select materials, avoiding defects and enhance the overall appearance of the finished product.
- **PC5.** assess the suitability of chosen materials concerning functionality, durability, and industry standards as indicated in drawings
- **PC6.** set out materials meticulously to determine all necessary measurements, sections, angles, mitres, and joints
- **PC7.** perform face marking of final dimensions and shapes for fabrication, maintaining fidelity to design specifications.
- **PC8.** make use of digital tools and technology for accurate measurement determination and material set out
- **PC9.** perform labelling on materials and items appropriately to maintain organization and clarity throughout the fabrication process.

#### lia Creation for Stationery Machines

To be competent, the user/individual on the job must be able to:

- **PC10.** access the requirement of jigs based on part specification
- **PC11.** select the appropriate tools, material and process specifications for jig fabrication
- **PC12.** produce jigs for stationery machines based on drawings, adhering to safety requirements and ensuring accuracy in manufacturing.









## **Knowledge and Understanding (KU)**

The individual on the job needs to know and understand:

- **KU1.** the organization structure, its purpose, and objective, various departments, hierarchy, reporting matrix, code of conduct, etc
- **KU2.** the products and services provided by the company to clients and its quality standards
- **KU3.** the Key Result Areas (KRA) and its importance in the employee performance and growth
- **KU4.** different types of personal protective equipment such as gloves, goggles, masks, etc. and their uses
- **KU5.** common hazards in the worksite and relevant safety and security procedures/manuals to be followed
- **KU6.** the procedures for conducting visual checks required during the various stages of operations and their importance
- **KU7.** the importance of reporting relevant information to the appropriate authority
- **KU8.** visualization techniques and methods for project planning and problem-solving in cabinet making.
- **KU9.** the benefits of collaboration with experts for gaining insights and perspectives in cabinet making projects.
- **KU10.** the criteria for evaluating and selecting fittings based on functional requirements and aesthetic considerations.
- **KU11.** the criteria for material selection, defect avoidance, and enhancing the overall appearance of the finished product.
- **KU12.** the criteria for assessing the suitability of chosen materials concerning functionality, durability, and industry standards.
- **KU13.** the meticulous set-out process to determine measurements, sections, angles, mitres, and joints.
- **KU14.** the importance of face marking for maintaining fidelity to design specifications in the fabrication process.
- **KU15.** the use of digital tools and technology for accurate measurement determination and material set out.
- **KU16.** the importance of labeling for maintaining organization and clarity throughout the fabrication process.
- **KU17.** the need for jigs based on part specification.
- **KU18.** the criteria for selecting tools, materials, and process specifications for jig fabrication.
- **KU19.** the process of producing jigs for stationary machines based on drawings, safety requirements, and accuracy.

#### **Generic Skills (GS)**

User/individual on the job needs to know how to:

- **GS1.** read company policy documents, information displayed at the worksite, job cards, etc.
- **GS2.** effectively communicate with team members and supervisors respectfully as per the protocol of the organization









- **GS3.** work constructively and collaboratively with others
- **GS4.** fill up documents about one's role at the worksite (involves attendance, daily work update, etc.)
- **GS5.** apply domain information/ knowledge and assess day to day tasks through experience and observation
- **GS6.** evaluate the complexity of the tasks to determine if any guidance is required from the supervisor
- **GS7.** interpret instructions related to the usage of machines and tools for fabrication, assembling, and installation of the various products
- **GS8.** use reasoning skills to make appropriate decisions and troubleshoot concerns related to own responsibilities
- **GS9.** plan and prioritize the tasks efficiently and accurately within the specified time frame
- **GS10.** build and maintain positive and effective relationships with clients









## **Assessment Criteria**

| Assessment Criteria for Outcomes   | Theory<br>Marks | Practical<br>Marks | Project<br>Marks | Viva<br>Marks |
|--|-----------------|--------------------|------------------|---------------|
| Project Visualization and Challenge Resolution   | -               | 8                  | 4                | -             |
| <b>PC1.</b> visualize the entire projects and resolve potential challenges for efficient fabrication   | -               | 4                  | 2                | -             |
| <b>PC2.</b> collaborate with experts to gain insights and perspectives, enriching the project visualization process.                         | -               | 4                  | 2                | -             |
| Material Selection and setting out   | 14              | 32                 | 10               | 5             |
| <b>PC3.</b> evaluate and select fittings based on both functional requirements and aesthetic considerations                                  | 2               | 4                  | -                | 1             |
| <b>PC4.</b> select materials, avoiding defects and enhance the overall appearance of the finished product.                                   | 2               | 4                  | 2                | 1             |
| <b>PC5.</b> assess the suitability of chosen materials concerning functionality, durability, and industry standards as indicated in drawings | 2               | 4                  | -                | -             |
| <b>PC6.</b> set out materials meticulously to determine all necessary measurements, sections, angles, mitres, and joints                     | 2               | 6                  | 4                | 1             |
| <b>PC7.</b> perform face marking of final dimensions and shapes for fabrication, maintaining fidelity to design specifications.              | 2               | 4                  | 2                | 1             |
| <b>PC8.</b> make use of digital tools and technology for accurate measurement determination and material set out                             | 2               | 6                  | -                | 1             |
| <b>PC9.</b> perform labelling on materials and items appropriately to maintain organization and clarity throughout the fabrication process.  | 2               | 4                  | 2                | -             |
| Jig Creation for Stationery Machines   | 6               | 14                 | 6                | 1             |
| <b>PC10.</b> access the requirement of jigs based on part specification  | 2               | 4                  | _                | -             |









| Assessment Criteria for Outcomes   | Theory<br>Marks | Practical<br>Marks | Project<br>Marks | Viva<br>Marks |
|--|-----------------|--------------------|------------------|---------------|
| <b>PC11.</b> select the appropriate tools, material and process specifications for jig fabrication   | 2               | 4                  | 2                | 1             |
| <b>PC12.</b> produce jigs for stationery machines based on drawings, adhering to safety requirements and ensuring accuracy in manufacturing. | 2               | 6                  | 4                | -             |
| NOS Total  | 20              | 54                 | 20               | 6             |









# **National Occupational Standards (NOS) Parameters**

| NOS Code            | FFS/N0911  |
|---------------------|--|
| NOS Name            | Select and prepare the materials for fabrication process |
| Sector              | Furniture & Fittings                                     |
| Sub-Sector          | Furniture Design & Production                            |
| Occupation          | Furniture Production (Work Shop)                         |
| NSQF Level          | 4.5  |
| Credits             | 3  |
| Version             | 1.0  |
| Last Reviewed Date  | 08/02/2024   |
| Next Review Date    | 08/02/2026   |
| NSQC Clearance Date | 08/02/2024   |









# FFS/N0912: Perform the fabrication and assembly of product components into required specification

#### **Description**

This unit describes the performance outcomes required to perform furniture component preparation, surface enhancement, and assembly processes.

#### Scope

The scope covers the following:

- Preparing components
- Apply laminates/veneer on surface
- Joining and Assembly

#### **Elements and Performance Criteria**

#### Preparing components

To be competent, the user/individual on the job must be able to:

- **PC1.** perform the cutting of panels into required specifications using a cutting machine
- **PC2.** produce shaped elements using jigs on stationery machines, aligning with design specifications
- PC3. utilize woodworking machines skilfully to form grooves, rebates, and mouldings
- **PC4.** adapt and refine shaped elements as necessary to meet evolving project requirements and design alterations.
- **PC5.** check for seamless fitting of parts with other items from hand tools and machines, ensuring integration and compatibility.

#### Apply laminates/veneer on surface

To be competent, the user/individual on the job must be able to:

- **PC6.** select and checked the surface for flaws pr defects before pasting
- **PC7.** perform the measurement, marking of laminate/sheet and cut to size
- **PC8.** apply edging strips and face veneers to panels with precision and suitable adhesives

#### Joining and Assembly

To be competent, the user/individual on the job must be able to:

- **PC9.** undertake the preparation of accurate joints
- **PC10.** employ and maintain traditional hand tools, portable power tools, and assorted stationary woodworking machines, to cut and prepare a wide range of joints.
- PC11. prepare joints that are parallel, clean, and correct in size to the drawing
- **PC12.** ensure faces, edges, and all shoulders are square straight and to the drawing
- **PC13.** ensure proper checking of joints for strength and durability
- **PC14.** assemble the product components into required shape and specifications

## **Knowledge and Understanding (KU)**









The individual on the job needs to know and understand:

- **KU1.** the organization structure, its purpose, and objective, various departments, hierarchy, reporting matrix, code of conduct, etc
- **KU2.** the products and services provided by the company to clients and its quality standards
- **KU3.** the Key Result Areas (KRA) and its importance in the employee performance and growth
- **KU4.** different types of personal protective equipment such as gloves, goggles, masks, etc. and their uses
- **KU5.** common hazards in the worksite and relevant safety and security procedures/manuals to be followed
- **KU6.** the procedures for conducting visual checks required during the various stages of operations and their importance
- **KU7.** the importance of reporting relevant information to the appropriate authority
- **KU8.** the principles and techniques of using a cutting machine to achieve required specifications for panels.
- **KU9.** the application of jigs on stationary machines to produce shaped elements in alignment with design specifications.
- **KU10.** the variety of woodworking machines and their applications in forming grooves, rebates, and moldings.
- **KU11.** the principles of adapting and refining shaped elements to meet evolving project requirements and design alterations.
- **KU12.** the importance of checking for seamless fitting of parts to ensure integration and compatibility with other items from hand tools and machines.
- **KU13.** the significance of choosing and inspecting the surface for flaws or defects before pasting to guarantee a superior finish.
- **KU14.** the principles and methods of measuring, marking, and cutting laminates or sheets accurately.
- **KU15.** the process of applying edging strips and face veneers to panels, ensuring precision and using appropriate adhesives.
- **KU16.** the importance of accurate joint preparation for structural integrity.
- **KU17.** the functionalities of traditional hand tools, portable power tools, and stationary woodworking machines for joint cutting and preparation.
- **KU18.** cabinet making techniques for preparing joints that meet specified standards.
- **KU19.** the principles of ensuring square, straight faces, edges, and shoulders in joint preparation.
- **KU20.** methods for checking joints to ensure strength and durability.
- **KU21.** the significance of precise assembly in achieving the desired shape and specifications.

#### **Generic Skills (GS)**

User/individual on the job needs to know how to:

- **GS1.** read company policy documents, information displayed at the worksite, job cards, etc.
- **GS2.** effectively communicate with team members and supervisors respectfully as per the protocol of the organization









- **GS3.** work constructively and collaboratively with others
- **GS4.** fill up documents about one's role at the worksite (involves attendance, daily work update, etc.)
- **GS5.** apply domain information/ knowledge and assess day to day tasks through experience and observation
- **GS6.** evaluate the complexity of the tasks to determine if any guidance is required from the supervisor
- **GS7.** interpret instructions related to the usage of machines and tools for fabrication, assembling, and installation of the various products
- **GS8.** use reasoning skills to make appropriate decisions and troubleshoot concerns related to own responsibilities
- **GS9.** plan and prioritize the tasks efficiently and accurately within the specified time frame
- **GS10.** build and maintain positive and effective relationships with clients









## **Assessment Criteria**

| Assessment Criteria for Outcomes  | Theory<br>Marks | Practical<br>Marks | Project<br>Marks | Viva<br>Marks |
|---|-----------------|--------------------|------------------|---------------|
| Preparing components  | 6               | 18                 | 8                | 1             |
| <b>PC1.</b> perform the cutting of panels into required specifications using a cutting machine  | -               | 4                  | 2                | -             |
| <b>PC2.</b> produce shaped elements using jigs on stationery machines, aligning with design specifications  | -               | 4                  | 2                | -             |
| <b>PC3.</b> utilize woodworking machines skilfully to form grooves, rebates, and mouldings  | 2               | 4                  | 2                | 1             |
| <b>PC4.</b> adapt and refine shaped elements as necessary to meet evolving project requirements and design alterations.   | 2               | 4                  | 2                | -             |
| <b>PC5.</b> check for seamless fitting of parts with other items from hand tools and machines, ensuring integration and compatibility.                                  | 2               | 2                  | -                | -             |
| Apply laminates/veneer on surface   | 6               | 10                 | 4                | 2             |
| <b>PC6.</b> select and checked the surface for flaws pr defects before pasting  | 2               | 2                  | -                | -             |
| <b>PC7.</b> perform the measurement, marking of laminate/sheet and cut to size  | 2               | 4                  | 2                | 1             |
| <b>PC8.</b> apply edging strips and face veneers to panels with precision and suitable adhesives  | 2               | 4                  | 2                | 1             |
| Joining and Assembly  | 10              | 22                 | 8                | 5             |
| <b>PC9.</b> undertake the preparation of accurate joints  | 2               | 4                  | 2                | 1             |
| <b>PC10.</b> employ and maintain traditional hand tools, portable power tools, and assorted stationary woodworking machines, to cut and prepare a wide range of joints. | 2               | 4                  | 2                | 1             |
| <b>PC11.</b> prepare joints that are parallel, clean, and correct in size to the drawing  | 2               | 4                  | 2                | 1             |









| Assessment Criteria for Outcomes   | Theory<br>Marks | Practical<br>Marks | Project<br>Marks | Viva<br>Marks |
|--|-----------------|--------------------|------------------|---------------|
| <b>PC12.</b> ensure faces, edges, and all shoulders are square straight and to the drawing | 2               | 2                  | -                | 1             |
| <b>PC13.</b> ensure proper checking of joints for strength and durability                  | 2               | 4                  | -                | 1             |
| <b>PC14.</b> assemble the product components into required shape and specifications        | -               | 4                  | 2                | -1            |
| NOS Total  | 22              | 50                 | 20               | 8             |









## **National Occupational Standards (NOS) Parameters**

| NOS Code            | FFS/N0912  |
|---------------------|--|
| NOS Name            | Perform the fabrication and assembly of product components into required specification |
| Sector              | Furniture & Fittings   |
| Sub-Sector          | Furniture Design & Production  |
| Occupation          | Furniture Production (Work Shop)   |
| NSQF Level          | 4.5  |
| Credits             | 4  |
| Version             | 1.0  |
| Last Reviewed Date  | 08/02/2024   |
| Next Review Date    | 08/02/2026   |
| NSQC Clearance Date | 08/02/2024   |









# FFS/N0913: Install the architecture hardware and moving parts into finished product

## **Description**

This unit describes the performance outcomes required to execute tasks such as hinge positioning and fitting, drawer and moving item fitting, finished surface preparation, quality check, and final finish review.

#### Scope

The scope covers the following:

- Hinge Positioning and Fitting
- Drawer and Moving Item Fitting
- Finished Surface Preparation
- Quality check and Finish Review

#### **Elements and Performance Criteria**

#### Hinge Positioning and Fitting

To be competent, the user/individual on the job must be able to:

- **PC1.** position and fit hinges with precision, ensuring proper functionality and alignment with project specifications.
- **PC2.** ensure a snug fit along door edges for a polished and visually appealing outcome.

#### Drawer and Moving Item Fitting

To be competent, the user/individual on the job must be able to:

- **PC3.** perform the fitting of drawers and other moving items into carcasses to achieve a glide fit
- **PC4.** ensure proper functioning of drawers and other moving items after assembly

#### Finished Surface Preparation

To be competent, the user/individual on the job must be able to:

- **PC5.** ensure that surfaces on complete assemblies are free from defects before final finishing process
- **PC6.** prepare the surface of finished product, utilizing suitable sanding tools and equipment
- **PC7.** produce soft edges to components or assemblies, ensuring a tactile and visually appealing finish.
- **PC8.** polish components or assemblies to achieve a high-quality and reflective finish

#### Quality check and Finish Review

To be competent, the user/individual on the job must be able to:

- **PC9.** Inspect and adjust items for harmony, proportion, fit, and finish, considering both aesthetic and functional requirements.
- **PC10.** provide constructive feedback for continuous improvement and refinement.

#### **Knowledge and Understanding (KU)**









The individual on the job needs to know and understand:

- **KU1.** the organization structure, its purpose, and objective, various departments, hierarchy, reporting matrix, code of conduct, etc
- **KU2.** the products and services provided by the company to clients and its quality standards
- **KU3.** the Key Result Areas (KRA) and its importance in the employee performance and growth
- **KU4.** different types of personal protective equipment such as gloves, goggles, masks, etc. and their uses
- **KU5.** common hazards in the worksite and relevant safety and security procedures/manuals to be followed
- **KU6.** the procedures for conducting visual checks required during the various stages of operations and their importance
- **KU7.** the importance of reporting relevant information to the appropriate authority
- **KU8.** the importance of precision in positioning and fitting hinges for functional outcomes.
- **KU9.** the importance of a snug fit along door edges for achieving polished and visually appealing results.
- **KU10.** the significance of fitting drawers and moving items into carcasses for a smooth glide fit.
- **KU11.** the factors influencing the proper functioning of drawers and moving items after assembly.
- **KU12.** the importance of defect-free surfaces on complete assemblies before the final finishing process.
- **KU13.** the principles of surface preparation using suitable sanding tools and equipment for finished products.
- **KU14.** the role of soft edges in achieving a tactile and visually appealing finish to components or assemblies.
- **KU15.** the techniques of polishing to achieve a high-quality and reflective finish on components or assemblies.
- **KU16.** the principles of inspecting and adjusting items for harmony, proportion, fit, and finish with consideration for aesthetic and functional requirements.
- **KU17.** the importance of constructive feedback in fostering continuous improvement and refinement.

#### **Generic Skills (GS)**

User/individual on the job needs to know how to:

- **GS1.** read company policy documents, information displayed at the worksite, job cards, etc.
- **GS2.** effectively communicate with team members and supervisors respectfully as per the protocol of the organization
- **GS3.** work constructively and collaboratively with others
- **GS4.** fill up documents about one's role at the worksite (involves attendance, daily work update, etc.)
- **GS5.** apply domain information/ knowledge and assess day to day tasks through experience and observation









- **GS6.** evaluate the complexity of the tasks to determine if any guidance is required from the supervisor
- **GS7.** interpret instructions related to the usage of machines and tools for fabrication, assembling, and installation of the various products
- **GS8.** use reasoning skills to make appropriate decisions and troubleshoot concerns related to own responsibilities
- **GS9.** plan and prioritize the tasks efficiently and accurately within the specified time frame
- **GS10.** build and maintain positive and effective relationships with clients









## **Assessment Criteria**

| Assessment Criteria for Outcomes   | Theory<br>Marks | Practical<br>Marks | Project<br>Marks | Viva<br>Marks |
|--|-----------------|--------------------|------------------|---------------|
| Hinge Positioning and Fitting  | 4               | 10                 | 4                | 1             |
| <b>PC1.</b> position and fit hinges with precision, ensuring proper functionality and alignment with project specifications.           | 2               | 6                  | 4                | 1             |
| <b>PC2.</b> ensure a snug fit along door edges for a polished and visually appealing outcome.  | 2               | 4                  | -                | -             |
| Drawer and Moving Item Fitting   | 2               | 12                 | 4                | -             |
| <b>PC3.</b> perform the fitting of drawers and other moving items into carcasses to achieve a glide fit                                | -               | 6                  | 4                | -             |
| <b>PC4.</b> ensure proper functioning of drawers and other moving items after assembly   | 2               | 6                  | -                | -             |
| Finished Surface Preparation   | 8               | 22                 | 12               | 3             |
| <b>PC5.</b> ensure that surfaces on complete assemblies are free from defects before final finishing process                           | 2               | 4                  | -                | 1             |
| <b>PC6.</b> prepare the surface of finished product, utilizing suitable sanding tools and equipment                                    | 2               | 6                  | 4                | 1             |
| <b>PC7.</b> produce soft edges to components or assemblies, ensuring a tactile and visually appealing finish.                          | 2               | 6                  | 4                | -             |
| <b>PC8.</b> polish components or assemblies to achieve a high-quality and reflective finish  | 2               | 6                  | 4                | 1             |
| Quality check and Finish Review  | 2               | 10                 | 6                | -             |
| <b>PC9.</b> Inspect and adjust items for harmony, proportion, fit, and finish, considering both aesthetic and functional requirements. | 2               | 6                  | 4                | -             |
| <b>PC10.</b> provide constructive feedback for continuous improvement and refinement.  | -               | 4                  | 2                | -             |
| NOS Total  | 16              | 54                 | 26               | 4             |









## **National Occupational Standards (NOS) Parameters**

| NOS Code            | FFS/N0913  |
|---------------------|--|
| NOS Name            | Install the architecture hardware and moving parts into finished product |
| Sector              | Furniture & Fittings   |
| Sub-Sector          | Furniture Design & Production  |
| Occupation          | Furniture Production (Work Shop)   |
| NSQF Level          | 4.5  |
| Credits             | 3  |
| Version             | 1.0  |
| Last Reviewed Date  | 08/02/2024   |
| Next Review Date    | 08/02/2026   |
| NSQC Clearance Date | 08/02/2024   |









# FFS/N8209: Execute cabinet making work with safety and effective communication

#### **Description**

This unit describes the performance outcomes required to adhere to health and safety standards for the usage of tools, equipment, and materials as well as performing efficient planning. This unit also includes skills for client trust building, supplier management, adaptability, and effective communication within specified deadlines.

#### Scope

The scope covers the following:

- Adherence to Health and Safety Standards
- Tools, Equipment, and Material Safety
- Work Area Planning and Efficiency
- Self-Evaluation and Client Trust Building
- Supplier Relations and Estimation
- Adaptability and Order Management
- Communication and Deadline Adherence

#### **Elements and Performance Criteria**

#### Adherence to Health and Safety Standards

To be competent, the user/individual on the job must be able to:

- **PC1.** comply meticulously with health and safety standards.
- **PC2.** maintain a secure working environment, implementing safety measures.
- **PC3.** identify and utilize suitable personal protective equipment in line with established guidelines.

#### Tools, Equipment, and Material Safety

To be competent, the user/individual on the job must be able to:

- **PC4.** safely select, employ, and maintain tools, following safety protocols diligently.
- **PC5.** select and handle materials safely, adhering to safety guidelines.

#### Work Area Planning and Efficiency

To be competent, the user/individual on the job must be able to:

- **PC6.** develop a strategic plan for the work area, emphasizing efficiency and regular tidying...
- **PC7.** perform work efficiently, monitoring progress to prevent unnecessary costs.

#### Self-Evaluation and Client Trust Building

To be competent, the user/individual on the job must be able to:

- **PC8.** assess personal work critically, implementing improvements.
- **PC9.** cultivate client trust through proactive management of expectations and offering sound advice.

#### Supplier Relations and Estimation

To be competent, the user/individual on the job must be able to:









- **PC10.** engage with suppliers effectively for negotiations and order placement.
- **PC11.** provide accurate estimates for clients, showcasing financial proficiency.

#### Adaptability and Order Management

To be competent, the user/individual on the job must be able to:

- **PC12.** recognize and adapt to changing circumstances efficiently.
- **PC13.** order components with sufficient lead time for seamless production continuation.

#### Communication and Deadline Adherence

To be competent, the user/individual on the job must be able to:

- **PC14.** communicate clearly regarding drawings, variations, and restrictions for effective collaboration.
- **PC15.** follow instructions, meet deadlines, and report progress appropriately for timely project completion.

## **Knowledge and Understanding (KU)**

The individual on the job needs to know and understand:

- **KU1.** the organization structure, its purpose, and objective, various departments, hierarchy, reporting matrix, code of conduct, etc
- **KU2.** the products and services provided by the company to clients and its quality standards
- **KU3.** the Key Result Areas (KRA) and its importance in the employee performance and growth
- **KU4.** different types of personal protective equipment such as gloves, goggles, masks, etc. and their uses
- **KU5.** common hazards in the worksite and relevant safety and security procedures/manuals to be followed
- **KU6.** the procedures for conducting visual checks required during the various stages of operations and their importance
- **KU7.** the importance of reporting relevant information to the appropriate authority
- **KU8.** the importance of meticulous compliance with health and safety standards.
- **KU9.** the principles of maintaining a secure working environment and implementing safety measures.
- **KU10.** the significance of identifying and utilizing suitable personal protective equipment (PPE).
- **KU11.** the importance of safely selecting, employing, and maintaining tools while following safety protocols.
- **KU12.** the principles of selecting and handling materials safely, adhering to safety guidelines.
- **KU13.** the principles of developing a strategic plan for the work area, emphasizing efficiency and regular tidying.
- **KU14.** the importance of performing work efficiently and monitoring progress to prevent unnecessary costs.
- **KU15.** the importance of critical self-assessment and the implementation of improvements in personal work.
- **KU16.** the importance of cultivating client trust through proactive management of expectations and sound advice.









- **KU17.** the principles of engaging with suppliers effectively for negotiations and order placement.
- **KU18.** the importance of providing accurate estimates for clients, showcasing financial proficiency.
- **KU19.** the principles of recognizing and adapting to changing circumstances efficiently.
- **KU20.** the importance of ordering components with sufficient lead time for seamless production continuation.
- **KU21.** the principles of clear communication regarding drawings, variations, and restrictions for effective collaboration.
- **KU22.** the importance of following instructions, meeting deadlines, and reporting progress for timely project completion.

#### **Generic Skills (GS)**

User/individual on the job needs to know how to:

- **GS1.** read company policy documents, information displayed at the worksite, job cards, etc.
- **GS2.** effectively communicate with team members and supervisors respectfully as per the protocol of the organization
- **GS3.** work constructively and collaboratively with others
- **GS4.** fill up documents about one's role at the worksite (involves attendance, daily work update, etc.)
- **GS5.** apply domain information/ knowledge and assess day to day tasks through experience and observation
- **GS6.** evaluate the complexity of the tasks to determine if any guidance is required from the supervisor
- **GS7.** interpret instructions related to the usage of machines and tools for fabrication, assembling, and installation of the various products
- **GS8.** use reasoning skills to make appropriate decisions and troubleshoot concerns related to own responsibilities
- **GS9.** plan and prioritize the tasks efficiently and accurately within the specified time frame
- **GS10.** build and maintain positive and effective relationships with clients









## **Assessment Criteria**

| Assessment Criteria for Outcomes   | Theory<br>Marks | Practical<br>Marks | Project<br>Marks | Viva<br>Marks |
|--|-----------------|--------------------|------------------|---------------|
| Adherence to Health and Safety Standards   | 6               | 12                 | 2                | 2             |
| <b>PC1.</b> comply meticulously with health and safety standards.  | 2               | 4                  | -                | 1             |
| <b>PC2.</b> maintain a secure working environment, implementing safety measures.                             | 2               | 4                  | -                | -             |
| <b>PC3.</b> identify and utilize suitable personal protective equipment in line with established guidelines. | 2               | 4                  | 2                | 1             |
| Tools, Equipment, and Material Safety  | 4               | 8                  | 4                | 2             |
| <b>PC4.</b> safely select, employ, and maintain tools, following safety protocols diligently.                | 2               | 4                  | 2                | 1             |
| <b>PC5.</b> select and handle materials safely, adhering to safety guidelines.                               | 2               | 4                  | 2                | 1             |
| Work Area Planning and Efficiency  | -               | 8                  | 4                | -             |
| <b>PC6.</b> develop a strategic plan for the work area, emphasizing efficiency and regular tidying           | -               | 4                  | 2                | -             |
| <b>PC7.</b> perform work efficiently, monitoring progress to prevent unnecessary costs.                      | -               | 4                  | 2                | -             |
| Self-Evaluation and Client Trust Building  | 2               | 8                  | -                | -             |
| <b>PC8.</b> assess personal work critically, implementing improvements.                                      | 2               | 4                  | -                | -             |
| <b>PC9.</b> cultivate client trust through proactive management of expectations and offering sound advice.   | -               | 4                  | -                | -             |
| Supplier Relations and Estimation  | 2               | 8                  | 2                | -             |
| <b>PC10.</b> engage with suppliers effectively for negotiations and order placement.                         | 2               | 4                  | -                | -             |
| <b>PC11.</b> provide accurate estimates for clients, showcasing financial proficiency.                       | -               | 4                  | 2                | -             |
| Adaptability and Order Management  | -               | 8                  | 4                | -             |









| Assessment Criteria for Outcomes   | Theory<br>Marks | Practical<br>Marks | Project<br>Marks | Viva<br>Marks |
|--|-----------------|--------------------|------------------|---------------|
| <b>PC12.</b> recognize and adapt to changing circumstances efficiently.  | -               | 4                  | 2                | -             |
| <b>PC13.</b> order components with sufficient lead time for seamless production continuation.                      | -               | 4                  | 2                | -             |
| Communication and Deadline Adherence   | 2               | 8                  | 4                | -             |
| <b>PC14.</b> communicate clearly regarding drawings, variations, and restrictions for effective collaboration.     | 2               | 4                  | 2                | -             |
| <b>PC15.</b> follow instructions, meet deadlines, and report progress appropriately for timely project completion. | -               | 4                  | 2                | -             |
| NOS Total  | 16              | 60                 | 20               | 4             |









## **National Occupational Standards (NOS) Parameters**

| NOS Code            | FFS/N8209   |
|---------------------|---|
| NOS Name            | Execute cabinet making work with safety and effective communication |
| Sector              | Furniture & Fittings  |
| Sub-Sector          | Generic   |
| Occupation          | Generic   |
| NSQF Level          | 4.5   |
| Credits             | 1   |
| Version             | 1.0   |
| Last Reviewed Date  | 08/02/2024  |
| Next Review Date    | 08/02/2026  |
| NSQC Clearance Date | 08/02/2024  |









# FFS/N8210: Engage in dialogue with client and foster ideas for product improvement

## **Description**

This unit describes the performance outcomes required to engage in dialogues for work quality, contribute ideas for enhanced product quality, and stay informed about industry trends.

#### Scope

The scope covers the following:

- Engage in Dialogues and ensure work quality
- Contribute Ideas for Enhanced Product Quality
- Industry Trends and Awareness

#### **Elements and Performance Criteria**

#### Engage in Dialogues and ensure work quality

To be competent, the user/individual on the job must be able to:

- **PC1.** perform in-depth discussions on style, form, and aesthetics with clients and specialists.
- **PC2.** regularly inspect work with precision, minimizing issues at later stages.
- **PC3.** recognize and articulate problems, ensuring a thorough understanding of project intricacies.

#### Contribute Ideas for Enhanced Product Quality

To be competent, the user/individual on the job must be able to:

- **PC4.** develop inventive solutions when navigating challenges in complex projects, showcasing adaptability
- **PC5.** contribute innovative ideas to enhance the product and elevate overall client satisfaction.

#### **Industry Trends and Awareness**

To be competent, the user/individual on the job must be able to:

- **PC6.** keep abreast of changes and trends in the cabinet making industry.
- **PC7.** display willingness to experiment with and embrace new and innovative methods.

#### **Knowledge and Understanding (KU)**

The individual on the job needs to know and understand:

- **KU1.** the organization structure, its purpose, and objective, various departments, hierarchy, reporting matrix, code of conduct, etc
- **KU2.** the products and services provided by the company to clients and its quality standards
- **KU3.** the Key Result Areas (KRA) and its importance in the employee performance and growth
- **KU4.** different types of personal protective equipment such as gloves, goggles, masks, etc. and their uses









- **KU5.** common hazards in the worksite and relevant safety and security procedures/manuals to be followed
- **KU6.** the procedures for conducting visual checks required during the various stages of operations and their importance
- **KU7.** the importance of reporting relevant information to the appropriate authority
- **KU8.** the principles of style, form, and aesthetics in cabinetry.
- **KU9.** the importance of precision and attention to detail in woodworking.
- **KU10.** the process of problem recognition and articulation in project management.
- **KU11.** the importance of adaptability and creative problem-solving in complex projects.
- **KU12.** the value of innovation in enhancing product quality and client satisfaction.
- **KU13.** the significance of staying informed about industry trends and changes
- **KU14.** the importance of embracing experimentation and innovation in woodworking.

#### **Generic Skills (GS)**

User/individual on the job needs to know how to:

- **GS1.** read company policy documents, information displayed at the worksite, job cards, etc.
- **GS2.** effectively communicate with team members and supervisors respectfully as per the protocol of the organization
- **GS3.** work constructively and collaboratively with others
- **GS4.** fill up documents about one's role at the worksite (involves attendance, daily work update, etc.)
- **GS5.** apply domain information/ knowledge and assess day to day tasks through experience and observation
- **GS6.** evaluate the complexity of the tasks to determine if any guidance is required from the supervisor
- **GS7.** interpret instructions related to the usage of machines and tools for fabrication, assembling, and installation of the various products
- **GS8.** use reasoning skills to make appropriate decisions and troubleshoot concerns related to own responsibilities
- **GS9.** plan and prioritize the tasks efficiently and accurately within the specified time frame
- **GS10.** build and maintain positive and effective relationships with clients









## **Assessment Criteria**

| Assessment Criteria for Outcomes  | Theory<br>Marks | Practical<br>Marks | Project<br>Marks | Viva<br>Marks |
|---|-----------------|--------------------|------------------|---------------|
| Engage in Dialogues and ensure work quality   | 8               | 22                 | 12               | 1             |
| <b>PC1.</b> perform in-depth discussions on style, form, and aesthetics with clients and specialists.           | 4               | 8                  | 6                | 1             |
| <b>PC2.</b> regularly inspect work with precision, minimizing issues at later stages.                           | 4               | 6                  | -                | -             |
| <b>PC3.</b> recognize and articulate problems, ensuring a thorough understanding of project intricacies.        | -               | 8                  | 6                | -             |
| Contribute Ideas for Enhanced Product Quality   | -               | 16                 | 12               | -             |
| <b>PC4.</b> develop inventive solutions when navigating challenges in complex projects, showcasing adaptability | -               | 8                  | 6                | -             |
| <b>PC5.</b> contribute innovative ideas to enhance the product and elevate overall client satisfaction.         | -               | 8                  | 6                | -             |
| Industry Trends and Awareness   | 8               | 14                 | 6                | 1             |
| <b>PC6.</b> keep abreast of changes and trends in the cabinet making industry.                                  | 4               | 8                  | 6                | 1             |
| <b>PC7.</b> display willingness to experiment with and embrace new and innovative methods.                      | 4               | 6                  | -                | -             |
| NOS Total   | 16              | 52                 | 30               | 2             |









## **National Occupational Standards (NOS) Parameters**

| NOS Code            | FFS/N8210   |
|---------------------|---|
| NOS Name            | Engage in dialogue with client and foster ideas for product improvement |
| Sector              | Furniture & Fittings  |
| Sub-Sector          | Generic   |
| Occupation          | Generic   |
| NSQF Level          | 4.5   |
| Credits             | 1   |
| Version             | 1.0   |
| Last Reviewed Date  | 08/02/2024  |
| Next Review Date    | 08/02/2026  |
| NSQC Clearance Date | 08/02/2024  |

## Assessment Guidelines and Assessment Weightage

#### **Assessment Guidelines**

- 1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Element/ Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down the proportion of marks for Theory and Skills Practical for each Element/ PC.
- 2. The assessment for the theory part will be based on a knowledge bank of questions created by the SSC.
- 3. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/option NOS/set of NOS.
- 4. Individual assessment agencies will create unique question papers for the theory part for each candidate at each examination/training center (as per assessment criteria below).
- 5. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/ training center based on these criteria.
- 6. To pass the Qualification Pack assessment, every trainee should score a minimum aggregate passing percentage of 70% for the QP and a minimum of 70% for each NOS.
- 7. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack









Minimum Aggregate Passing % at QP Level: 70

(**Please note**: Every Trainee should score a minimum aggregate passing percentage as specified above, to successfully clear the Qualification Pack assessment.)

Minimum Passing % at NOS Level: 70

(**Please note**: A Trainee must score the minimum percentage for each NOS separately as well as on the QP as a whole.)

## **Assessment Weightage**

Compulsory NOS

| National Occupational<br>Standards   | Theory<br>Marks | Practical<br>Marks | Project<br>Marks | Viva<br>Marks | Total<br>Marks | Weightage |
|--|-----------------|--------------------|------------------|---------------|----------------|-----------|
| FFS/N2228.Interpret the work docket and demonstrate proficiency in working with drawings         | 20              | 52                 | 22               | 6             | 100            | 15        |
| FFS/N0911.Select and prepare the materials for fabrication process                               | 20              | 54                 | 20               | 6             | 100            | 25        |
| FFS/N0912.Perform the fabrication and assembly of product components into required specification | 22              | 50                 | 20               | 8             | 100            | 25        |
| FFS/N0913.Install the architecture hardware and moving parts into finished product               | 16              | 54                 | 26               | 4             | 100            | 15        |
| FFS/N8209.Execute cabinet making work with safety and effective communication                    | 16              | 60                 | 20               | 4             | 100            | 10        |
| FFS/N8210.Engage in dialogue with client and foster ideas for product improvement                | 16              | 52                 | 30               | 2             | 100            | 10        |
| Total  | 110             | 322                | 138              | 30            | 600            | 100       |









## **Acronyms**

| NOS   | National Occupational Standard(s)                      |
|-------|--|
| NSQF  | National Skills Qualifications Framework               |
| QP    | Qualifications Pack                                    |
| TVET  | Technical and Vocational Education and Training        |
| NCO   | National Classification of Occupation                  |
| ISCO  | International Standard Classification of Occupations   |
| ISIC  | International Standard Industrial Classification       |
| NCVET | National Council for Vocational Education and Training |
| SSC   | Sector Skill Council                                   |









## Glossary

| Sector                                      | Sector is a conglomeration of different business operations having similar business 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.  |
| Job role                                    | Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.  |
| Occupational<br>Standards (OS)              | OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the Knowledge and Understanding (KU) they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts. |
| Performance Criteria (PC)                   | Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.  |
| National<br>Occupational<br>Standards (NOS) | NOS are occupational standards which apply uniquely in the Indian context.   |
| Qualifications Pack<br>(QP)                 | QP comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A QP is assigned a unique qualifications 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.   |
| Scope                                       | Scope is a 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 quality of performance required.  |









| Knowledge and<br>Understanding (KU) | Knowledge and Understanding (KU) are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard.   |
|-------------------------------------|--|
| Organisational<br>Context           | Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.   |
| Technical Knowledge                 | Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.   |
| Core Skills/ Generic<br>Skills (GS) | Core skills or Generic Skills (GS) are a group of skills that are the key to learning and working in today's world. These skills are typically needed in any work environment 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. |
| Electives                           | Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives.  |
| Options                             | Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options.  |