

APPRENTICESHIP CURRICULUM

for

Processing Technician-Rubber

Sheeting

Under

Rubber Industry

for

NSQF Level 4

**National Apprenticeship Promotion
Scheme**

1	Program Title	Processing Technician–Rubber Sheeting
2	Program Code, if any	RSC/Q6117
3	Any related NSQF approved QP/Course/NOS and code	Processing Technician–Rubber Sheeting / RSC/Q6117
4	Hours for Basic Training(Block I)	200(1 Months)
5	Hours for On the Job Training (Block II)	1632(9 Months)
6	Certifying body for Basic Training Program	RSDC
7	Certifying Body for On the Job training	Industry
8	Any Licensing requirements, wherever applicable	NA
9	Minimum eligibility criteria (Educational and/ or technical Qualification) Exemptions, if any –	Class Xth passed 12th passed/Diploma/Degree in any engineering stream or above
10	Trainer’s Qualification and Experience	Recommended that the Trainer is certified for the Job Role: “Trainer”, mapped to the Qualification Pack: “MEP/Q2601” with scoring of minimum 70%.
11	NCO code and occupation	NCO – 2004/NIL and Occupation – Production-NR
12	Proposed NSQF level	4
13	Indicative list of training tools required to deliver this qualification (may be attached)	As per Annexure I & II

14	Formal structure of the curriculum				
		Modules	Notional hours-Theory	Notional hours-Practical	Total duration
Basic Training Program	1. Demonstrate appropriate techniques for sheet rubber processing		12	30	42
			15	27	42
			10	32	42
		2. Evaluate standard health and safety related to the job role	12	24	36
			11	27	38
	3. Practice reporting and documentation 4. Manage quality checks 5. Demonstrate problem identification and escalation				
On the Job Training Program	1. Demonstrate appropriate techniques for sheet rubber processing		40	660	700
			20	240	260
			16	234	250
		2. Evaluate standard health and safety related to the job role	42	290	332
			45	45	90
3. Practice reporting and documentation 4. Manage quality checks 5. Demonstrate problem identification and escalation					
15	Total Pass marks				
		Pass Marks-Theory	Pass Marks-Practical		
	Basic Training Program	228 out of 326	122 out of 174		
	On the Job Training Program	91 out of 130	623 out of 890		
16	Job description-brief		1. Processing Technician – Rubber Sheeting is responsible for processing of fresh latex into RSS.		

		<ol style="list-style-type: none"> 2. He should have knowledge in all aspects of sheet processing. 3. He should determine DRC, volume of latex available for processing and calculate the volume of water needed for dilution and that of the acid for coagulation. 4. He should keep records of work done and be responsible for necessary housekeeping work.
17	<p>Progression from the qualification (Please show Professional and academic progression)</p>	<ol style="list-style-type: none"> 1. Professional progression- 2. Rubber Sheet Technician 3. Production Supervisor 4. Quality Analyst for Rubber Sheets 5. Assistant Manager for Production/ Operational Department (Rubber Industry) 6. Applicable for any employee who has covered around five years in the

		Rubber Industry as Production Technician – Rubber Sheeting.
18	Employment avenues/opportunities	<p>1. Rubber Sheeting units in India: The apprentice may be employed with the biggest player of the trades and be a part of their manufacturing set and deliver quality work.</p> <p>2. After working for around five years, a Production Technician – Rubber Sheeting in the Rubber Industry, one can get an opportunity to work as a Supervisor, followed by higher positions like a Production Supervisor, Quality Analyst, Assistant Manager.</p>
19	Assessment strategy (Basic training and On the Job Training)	<p>For Basic Training & On the Job Training:</p> <p>1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council.</p> <p>2. Each Performance Criteria (PC) will be assigned marks</p>

		<p>proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills practical for each PC.</p> <p>3. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.</p> <p>4. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/option NOS/set of NOS.</p> <p>5. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training centre (as per assessment criteria below).</p> <p>6. To pass the Qualification Pack, every trainee should score a minimum of 70% of aggregate marks.</p> <p>7. In case of unsuccessful completion, the trainee may seek reassessment on</p>
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		<p>the Qualification Pack.</p> <p>8. The assessment of candidates will be conducted at NOS level.</p> <p>9. Assessment criterion has been defined for each NOS and it includes both theoretical and practical skills on which the candidate will be assessed.</p>
20	Curriculum update version and date	16/04/2019
21	Curriculum revision date	15/04/2020

Curriculum

Module Name with duration	Key Learning outcomes
<p>1. Demonstrate appropriate techniques for sheet rubber processing</p> <p>Theory Duration (hh:mm) 12:00</p> <p>Practical Duration (hh:mm) 30:00</p> <p>Corresponding NOS Code RSC/ N6125</p>	<ul style="list-style-type: none"> • Discuss the scopes and prospects in the Rubber Industry in India • Evaluate the job role and responsibility of a Processing Technician–Rubber Sheeting • Estimate the scope of work of a Processing Technician–Rubber Sheeting • Assess the quality of field latex including rough estimation of DRC • Perform sieving, weighing, sampling, bulking, dilution and coagulation • Handle chemicals like formic acid and sodium bi sulphite properly • Ensure appropriate use and minimum wastage of materials and utilities • Set the parameters of machinery as per the SOP • Demonstrate different processing operations either alone or with minimum assistance • Practise operation of sheeting roller/ battery • Comply with proper washing, dripping and smokehouse loading process • Practise technical support for smoke house operations including firewood loading, temperature control and fire prevention • Monitor the functioning of machines • Demonstrate maintenance of machines • Apply action for trouble shooting and rectification during production process • Demonstrate how to provide technical support in sorting, grading and bailing • Practise handling effluent management and hygiene • Assist in Biogas plant operation • Achieve the targeted volume as per the schedule • Perform operations using personal safety measures and other safety devices

	<ul style="list-style-type: none"> • Define safety rules for handling electrical equipment • Apply precautions to avoid damage to equipment
<p>2. Evaluate standard health and safety related to the job role</p> <p>Theory Duration (hh:mm) 15:00</p> <p>Practical Duration (hh:mm) 27:00</p> <p>Corresponding NOS Code RSC/ N5007</p>	<ul style="list-style-type: none"> • Demonstrate basic safety checks before operation of all machinery and equipment • Practise how to report hazards to the appropriate supervisor • Define the hazards of use and contamination mentioned on the labels of chemicals, utilities etc. • Assess risk prior to performing manual handling jobs and work is carried out according to currently recommended safe practices • Practise safe use of equipment and materials • Recognize risks to bystanders and take action to reduce risk associated with jobs in the workplace • Perform work in a manner which minimizes environmental damage • Comply with all procedures and work instructions for controlling risk • Demonstrate how to report any accidents, incidents or problems without delay • Adhere to procedures for dealing with accidents, fires and emergencies, including communicating location and directions to emergency • Adhere to emergency procedures as per company standards and workplace requirements • Report details of first aid administered in accordance with work place procedures • Comply with general safety procedures of the company • Adhere standard safety procedures while handling equipment, hazardous material or tool • Validate parts of the workplace and take preventive actions like spraying and other steps to protect from leakages, water logging, pests, fire, pollution, etc. • Ensure no accidents and damages at the workplace, reporting of any breach of company safety procedure • Practise fire drills and other safety related workshops organized at the workplace • Practise first aid, evacuation and emergency procedures

	<ul style="list-style-type: none"> • Interpret events and do not neglect any safety procedures to be followed • Demonstrate how to avoid accidents while using hazardous chemicals, machines, sharp tools and equipment • Practise how to handle heavy and hazardous materials with care and using appropriate tools and handling equipment such as trolleys, ladders
<p>3. Practice reporting and documentation</p> <p>Theory Duration (hh:mm) 10:00</p> <p>Practical Duration (hh:mm) 32:00</p> <p>Corresponding NOS Code RSC/ N5002</p>	<ul style="list-style-type: none"> • Demonstrate how to report data/problems/incidents as applicable in a timely manner • Demonstrate how to report to the appropriate authority as laid down by the company • Adhere reporting procedures as prescribed by the company • Identify documentation to be completed relating to one's role • Practice how to record details accurately an appropriate format • Practise documentation within stipulated time according to company procedure • Validate that the final document meets with the requirements of the persons who requested it or make any amendments accordingly
<p>4. Manage quality checks</p> <p>Theory Duration (hh:mm) 12:00</p> <p>Practical Duration (hh:mm) 24:00</p> <p>Corresponding NOS Code RSC/N5003</p>	<ul style="list-style-type: none"> • Perform regular checks • Apply appropriate measuring instruments, equipment, tools, accessories etc. as required • Identify non-conformities to quality assurance standards • Identify potential causes of non-conformities to quality assurance standards • Identify impact on final product due to non-conformance to company standards • Evaluate the need for action to ensure that problems do not recur • Suggest corrective action to address problem • Review effectiveness of corrective action • Interpret the results of the quality check correctly • Demonstrate how to record of results of action taken • Demonstrate how to record adjustments not covered by established procedures for future reference

	<ul style="list-style-type: none"> Review effectiveness of action taken Adhere to reporting procedures where the cause of defect cannot be identified
<p>5. Demonstrate problem identification and escalation</p> <p>Theory Duration (hh:mm) 11:00</p> <p>Practical Duration (hh:mm) 27:00</p> <p>Corresponding NOS Code RSC/N5004</p>	<ul style="list-style-type: none"> Identify defects/indicators of problems Identify any wrong practices that may lead to problems Identify practices that may impact the final product quality Identify if the problem has occurred before Identify other operations that might be impacted by the problem Ensure that no delays are caused as a result of failure to escalate problems Elaborate possible reasons for identification of problems Formulate action in a timely manner Practise how to communicate problem/remedial action to appropriate parties Monitor corrective action Document problem and corrective action in an appropriate manner Evaluate implementation of corrective action taken to determine if the problem has been resolved Practise corrective action which is viable Apply corrective action for problems identified according to the company procedures Escalate problem as per laid down escalation matrix within stipulated time and appropriate manner
Theory/Basic Training Program- Block I	
Theory	60
Practical	140
Total	200
On the Job Training Module	Key Learning outcomes
1. Demonstrate appropriate	<ul style="list-style-type: none"> Determine the dry rubber content of the field latex using

<p>techniques for sheet rubber processing</p> <p>Theory Duration (hh:mm) 40:00</p> <p>Practical Duration (hh:mm) 660:00</p> <p>Corresponding NOS Code RSC/N6125</p>	<p>hydrometer, commonly known as “Metrolac”</p> <ul style="list-style-type: none"> • Perform British Standard methods (BS methods) to determine the percentage of dry rubber in the existing latex • Apply heat to the latex for over 6 hours in a conventional oven to assess the dry rubber content • Check the aggregate gradation or the distribution of the particle sizes in the latex by performing sieve analysis • Use sieves of progressively smaller perforation to determine the gradation • Set the parameters of machinery as per the SOP • Apply distilled water to form coagulations of the field latex • Demonstrate the skills to prepare coagulated latex using diluted formic acid • Use two-roll mixing mills to prepare corrugated and smooth sheets of the latex • Set the parameters of machinery as per the SOP • Provide technical support for smoke house operations including firewood loading, temperature control and fire prevention • Assess risks involved with firewood loading • Identify the sources of fire (i.e. heat, oxygen and fuel) and eliminate any of them to prevent mishaps due to fire outbreak • Monitor the functioning of the machines and carry out maintenance on a regular basis • Use hammer mills or granulators to convert the sheet of latex to rubber crumbs • Apply crumbling agent before coagulation followed by crumbling using two-roll mixing mills or the creping rollers • Demonstrate the skills to use various cutting machines to produce sheets of rubber as per required specifications • Assist Biogas plant operation • Achieve the targeted volume as per the schedule
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	<ul style="list-style-type: none"> • Perform trouble shooting and rectification during production process • Undertake operations using personal safety measures (gloves, masks etc.) and other safety devices • Practice cleanliness in the workplace • Handle Effluent management and hygiene
<p>2. Evaluate standard health and safety related to the job role</p> <p>Theory Duration (hh:mm) 20:00</p> <p>Practical Duration (hh:mm) 240:00</p> <p>Corresponding NOS Code RSC/N5007</p>	<ul style="list-style-type: none"> • Identify different methods of first aid • Perform basic first aid operations • Perform CPR in case of emergency • Assess the risks to health and safety and the measures to be taken to control those risks in the area of work • Estimate workplace procedures and requirements for the handling of workplace injuries/ illness • Report on accidents, incidents and problems to appropriate authorities • Demonstrate how to use machines as per standard operating procedure • Maintain work area safe and secure • Use hazardous materials, tools and equipment with utmost care • Follow emergency evacuation and first aid procedures • Maintain personal hygiene and fitness requirements • Perform general duties under the relevant health and safety legislation • Demonstrate the correct and safe way to use materials and equipment required for work • Evaluate the importance of good housekeeping in the workplace • Demonstrate safe disposal methods for waste • Analyse methods for minimizing environmental damage during work • Practise the use of emergency equipment in accordance with manufacturers' specifications • Practise proper first aid techniques • Demonstrate how to dispose off medical waste in accordance with workplace requirement

	<ul style="list-style-type: none"> • Demonstrate the use of safety materials such as protective gear, goggles, caps, shoes, etc. (as applicable with workplace)
<p>3. Carry out Reporting & Documentation</p> <p>Theory Duration (hh:mm) 16:00</p> <p>Practical Duration (hh:mm) 234:00</p> <p>Corresponding NOS Code RSC/N5002</p>	<ul style="list-style-type: none"> • Practice relevant quality control procedures • List down the characteristics of the products/materials • Analyse the proper procedure for selecting the material/product and performing quality checks without affecting the material • Use suitable equipment to perform quality checks • Arrange for the availability and use of monitoring and measuring device • Recognize the implications of inaccurate measuring and testing instruments and equipment • Estimate the costs of non-conformance to quality standards • Evaluate the implications (impact on internal/external customers) of defective products • Evaluate the need for action to ensure that problems do not recur • Assess and suggest corrective action to address problem and review the effectiveness of corrective action • Interpret the results of the quality check correctly and submit the results of the findings with QC in charge within stipulated time • Record of results of action taken • Recognize the requirement of records • Analyse the importance of maintaining accurate up-to-date record • Record adjustments not covered by established procedures for future reference • Review effectiveness of action taken • Discuss the relevance and importance of activities and how they contribute to the achievement of the quality objective
<p>4. To carry out Quality Checks</p>	<ul style="list-style-type: none"> • Practice relevant quality control procedures • List down the characteristics of the product/material

<p>Theory Duration (hh:mm) 42:00</p> <p>Practical Duration (hh:mm) 290:00</p> <p>Corresponding NOS Code RSC/N5003</p>	<ul style="list-style-type: none"> • Employ the proper procedure for selecting the material/product and performing quality checks without affecting the material • Use suitable equipment to perform quality checks • Examine the availability and use of monitoring and measuring devices • Estimate the costs of non-conformance to quality standards • List the potential causes of non-conformities • Identify impact on the final product due to non-conformance • Evaluate the need to take action to ensure that problems do not recur and review the effectiveness of the corrective action • Interpret the results of the quality check correctly • Evaluate the implications (impact on internal/external customers) of defective products, materials or components. Take up results of the findings with QC in charge within stipulated time. Record of results of action taken • Explain the importance of maintaining accurate up-to-date records • Review the effectiveness of action taken • Apply proper QC in charge/appropriate authority • Comply with reporting procedures when the cause of the defect cannot be identified
<p>5. To carry out problem identification and escalation</p> <p>Theory Duration (hh:mm) 45:00</p> <p>Practical Duration (hh:mm) 45:00</p>	<ul style="list-style-type: none"> • Identify whether the problem has occurred before • List the measures and steps that have been taken to address the previous problems • Identify possible solutions for various problems • Identify other operations that might be impacted by the problem • Inspect the working of the equipment and accessories (if applicable) • Assess the impact of operations on the user and equipment (if applicable) • Identify practices that may impact the quality of the final

<p>Corresponding NOS Code RSC/N5004</p>	<p>product and ensure that no delays are caused as a result of failure to escalate problems</p> <ul style="list-style-type: none"> • Collect appropriate materials and sample, conduct tests and evaluate results • Practice communicating problems/remedial actions to appropriate parties • Apply corrective action in a timely manner as per company procedures • Explain the importance of reporting/documenting the problems and the corrective actions • Comply with the documentation procedure for recording such problems, as per company norms • Identify and monitor the corrective action taken • Evaluate implementation of corrective action taken to determine if the problem has been resolved • Describe the impact of not carrying out the corrective actions • Assess and ensure that the corrective action selected is viable and practical • Plan corrective action for problems which have been identified, in accordance with company procedures • Analyse the effect of not rectifying the problems identified and ensure that no delays are caused as a result of failure to take necessary action • Assess and escalate problem as per laid down escalation matrix for reporting unresolved problems • Prepare the time frame & manner within which each problem needs to be escalated
On the Job Training Program- Block II	
Theory	163
Practical	1469
Total	1632

List of Assessable outcomes/assessment criteria

Sl no	Assessable outcomes/ Assessment criteria
RSC/N6125	Sheet Rubber Processing
1.	Assess the quality of field latex including rough estimation of DRC
2.	Perform sieving, weighing, sampling, bulking, dilution and coagulation
3.	Properly handle chemicals like formic acid and sodium bisulphite
4.	Ensure appropriate use and minimum wastage of materials and utilities
5.	Carry out the different processing operations either alone or with minimum assistance
6.	Undertake operation of sheeting roller/ battery
7.	Ensure proper washing, dripping and smokehouse loading
8.	Smoke house operations including, firewood loading and temperature control and fire prevention
9.	Perform sorting, grading and bailing
10.	Handle Effluent management and hygiene
11.	Assist Biogas plant operation
12.	Ensure cleanliness in the workplace by carrying out periodic housekeeping work
13.	Achieve the targeted volume as per the schedule
14.	Undertake operations using personal safety measures (gloves, masks etc.) and other safety devices
RSC/N5007	Health & Safety
15.	Undertake basic safety checks before operation of all machinery and equipment and report hazards to the appropriate supervisor
16.	Work for which protective clothing or equipment is required is identified and the appropriate protective clothing or equipment is used in performing these duties in accordance with workplace policy
17.	Read and understand the hazards of use and contamination mentioned on the labels of chemicals, utilities etc.
18.	Prior to performing manual handling jobs, risk is assessed and work is carried out according to currently recommended safe practices
19.	Use equipment and materials safely and correctly and return the same to designated storage when not in use
20.	Dispose off waste safely and correctly in a designated area
21.	Risks to bystanders are recognized and action taken to reduce risk

	associated with jobs in the workplace
22.	Perform work in a manner which minimizes environmental damage
23.	All procedures and work instructions for controlling risk are followed closely
24.	Report any accidents, incidents or problems without delay to an appropriate person and take immediate necessary action to reduce further danger
25.	Follow procedures for dealing with accidents, fires and emergencies, including communicating location and directions to emergency
26.	Follow emergency procedures to company standards and workplace requirements
27.	Use Emergency equipment in accordance with manufacturers' specifications and workplace requirements
28.	Provide treatment appropriate to the patient's injuries in accordance with recognized first aid techniques
29.	Recover (if practical), clean, inspect/test, refurbish, replace and store the first aid equipment as appropriate
30.	Dispose off medical waste in accordance with workplace requirements
31.	Report details of first aid administered in accordance with work place procedures
32.	Comply with general safety procedures of the company
33.	Follow standard safety procedures while handling equipment, hazardous material or tool
34.	Check parts of the workplace and take preventive actions like spraying and other steps to protect from leakages, water logging, pests, fire, pollution, etc.
35.	Ensure no accidents and damages at the workplace, reporting of any breach of company safety procedure
36.	Keep the workplace organized, swept, clean and hazard free
37.	Attend fire drills and other safety related workshops organized at the workplace
38.	Be aware of first aid, evacuation and emergency procedures
39.	Be alert of any events and do not be negligent to any safety procedures to be followed
40.	Avoid accidents while using hazardous chemicals, machines, sharp tools and equipment

41.	Use safety materials such as protective gear, goggles, caps, shoes, etc. (as applicable with workplace)
42.	Handle heavy and hazardous materials with care and using appropriate tools and handling equipment such as trolleys, ladders
RSC/N5002	To carry out reporting and documentation
43.	Report data/problems/incidents as applicable in a timely manner
44.	Report to the appropriate authority as laid down by the company
45.	Follow reporting procedures as prescribed by the company
46.	Identify documentation to be completed relating to one's role
47.	Record details accurately an appropriate format
48.	Complete all documentation within stipulated time according to company procedure
49.	Ensure that the final document meets with the requirements of the persons who requested it or make any amendments accordingly
50.	Make sure documents are available to all appropriate authorities to inspect
51.	Respond to requests for information in an appropriate manner whilst following organizational procedures
52.	Inform the appropriate authority of requests for information received
RSC/N5003	To carry out quality check
53.	Ensure that total range of checks are regularly and consistently performed
54.	Use appropriate measuring instruments, equipment, tools, accessories etc. as required
55.	Identify non-conformities to quality assurance standards
56.	Identify potential causes of non-conformities to quality assurance standards
57.	Identify impact on final product due to non-conformance to company standards
58.	Evaluating the need for action to ensure that problems do not recur
59.	Suggest corrective action to address problem
60.	Review effectiveness of corrective action
61.	Interpret the results of the quality check correctly
62.	Take up results of the findings with QC in charge/appropriate authority
63.	Take up the results of the findings within stipulated time
64.	Record of results of action taken

65.	Record adjustments not covered by established procedures for future reference
66.	Review effectiveness of action taken
67.	Follow reporting procedures where the cause of defect cannot be identified
RSC/N5004	To carry out problem identification and escalation
68.	Identify defects/indicators of problems
69.	Recognize any wrong practices that may lead to problems
70.	Recognize the practices that may impact the final product quality
71.	Identify if the problem has occurred before
72.	Assess other operations that might be impacted by the problem
73.	Practice avoiding delays are caused as a result of failure to escalate problems
74.	Collect appropriate materials and sample, conduct tests and evaluate results to establish reasons to confirm suspected reasons for non-conformance (where required)
75.	Estimate possible reasons for identification of problems
76.	Assess applicable corrections and formulate corrective action
77.	Formulate action in a timely manner
78.	Express problem/remedial action to appropriate parties
79.	Manage corrective action in a timely manner
80.	Devise corrective action for problems identified according to the company procedures
81.	Practice reporting/documenting problems and corrective actions in an appropriate manner
82.	Examine and monitor corrective action
83.	Evaluate implementation of corrective action taken to determine if the problem has been resolved
84.	Assess whether corrective action selected is viable and practical
85.	Identify correct solutions to the problems determined
86.	Devise corrective action for problems identified according to the company procedures
87.	Discuss the need to avoid delays that are caused as a result of failure to take necessary action
88.	Prepare to escalate problems as per the laid down escalation matrix

89.	Prepare to escalate problems within a stipulated time
90.	Prepare to escalate problems in an appropriate manner
91.	Plan ahead to ensure that no delays are caused as a result of failure to escalate problems

List of Assessable outcomes/assessment criteria (OJT)

SI no	Assessable outcomes/ Assessment criteria
RSC/N6125	Sheet Rubber Processing
1.	Determine the dry rubber content of the field latex using hydrometer, commonly known as “Metrolac”
2.	Perform British Standard methods (BS methods) to determine the percentage of dry rubber in the existing latex
3.	Apply heat to the latex for over 6 hours in a conventional oven to assess the dry rubber content
4.	Check the aggregate gradation or the distribution of the particle sizes in the latex by performing sieve analysis
5.	Use sieves of progressively smaller perforation to determine the gradation
6.	Set the parameters of machinery as per the SOP
7.	Apply distilled water to form coagulations of the field latex
8.	Demonstrate the skills to prepare coagulated latex using diluted formic acid
9.	Use two-roll mixing mills to prepare corrugated and smooth sheets of the latex
10.	Set the parameters of machinery as per the SOP
11.	Provide technical support for smoke house operations including firewood loading, temperature control and fire prevention
12.	Assess risks involved with firewood loading
13.	Identify the sources of fire (i.e. heat, oxygen and fuel) and eliminate any of them to prevent mishaps due to fire outbreak
14.	Monitor the functioning of the machines and carry out maintenance on a regular basis

15.	Use hammer mills or granulators to convert the sheet of latex to rubber crumbs
16.	Apply crumbling agent before coagulation followed by crumbling using two-roll mixing mills or the creping rollers
17.	Demonstrate the skills to use various cutting machines to produce sheets of rubber as per required specifications
18.	Assist in Biogas plant operation
19.	Achieve the targeted volume as per the schedule
20.	Perform trouble shooting and rectification during production process
21.	Undertake operations using personal safety measures (gloves, masks etc.) and other safety devices
22.	Ensure cleanliness in the workplace
23.	Handle Effluent management and hygiene
RSC/N5007	Health & Safety
24.	Identify different methods of first aid
25.	Perform basic first aid operations
26.	Perform CPR in case of emergency
27.	Assess the risks to health and safety and the measures to be taken to control those risks in the area of work
28.	Estimate workplace procedures and requirements for the handling of workplace injuries/ illness
29.	Report on accidents, incidents and problems to appropriate authorities
30.	Demonstrate how to use machines as per standard operating procedure
31.	Maintain work area safe and secure
32.	Use hazardous materials, tools and equipment with utmost care

33.	Follow emergency evacuation and first aid procedures
34.	Maintain personal hygiene and fitness requirements
35.	Perform general duties under the relevant health and safety legislation
36.	Demonstrate the correct and safe way to use materials and equipment required for work
37.	Evaluate the importance of good housekeeping in the workplace
38.	Compute safe disposal methods for waste
39.	Analyse methods for minimizing environmental damage during work
RSC/N5002	To carry out reporting and documentation
36.	Practice relevant quality control procedures
37.	List down the characteristics of the products/materials
38.	Analyse the proper procedure for selecting the material/product
39.	Arrange for the availability and use of monitoring and measuring device
40.	Recognize the implications of inaccurate measuring and testing instruments
41.	Estimate the costs of non-conformance to quality standards
42.	Evaluate the implications (impact on internal/external customers) of defective products.
43.	Evaluate the need for action to ensure that problems do not recur.
44.	Record of results of action taken
45.	Analyse the importance of maintaining accurate up-to-date record.
RSC/N5003	To carry out quality checks
46.	Practice relevant quality control procedures
47.	List down the characteristics of the product/material

48.	Employ the proper procedure for selecting the material/product
49.	Examine the availability and use of monitoring and measuring devices
50.	Estimate the costs of non-conformance to quality standards
51.	List the potential causes of non-conformities
52.	Identify impact on the final product due to non-conformance.
53.	Interpret the results of the quality check correctly
54.	Evaluate the implications of defective products, materials or components.
55.	Explain the importance of maintaining accurate up-to-date records.
56.	Comply with reporting procedures when the cause of the defect cannot be identified
RSC/N5004	To carry out problem identification and escalation
57.	Identify whether the problem has occurred before
58.	Identify possible solutions for various problems
59.	Identify other operations that might be impacted by the problem
60.	Identify practices that may impact the quality of the final product
61.	Collect appropriate materials and sample, conduct tests and evaluate results
62.	Practice communicating problems/remedial actions to appropriate parties
63.	Apply corrective action in a timely manner as per company procedures
64.	Explain the importance of reporting/documenting the problems and the corrective actions
65.	Comply with the documentation procedure for recording such problems, as per company norms
66.	Identify and monitor the corrective action taken

67.	Evaluate implementation of corrective action taken to determine if the problem has been resolved.
68.	Assess and escalate problem as per laid down escalation matrix for reporting unresolved problems.
69.	Prepare the time frame & manner within which each problem needs to be escalated.

Annexure A:

List of Tools and Equipment to be attached

Sl no	Name of the items	Quantity
1.	Machine kit	15
2.	Hand gloves	30
3.	Goggles	30
4.	Cutting knife	15
5.	Trolley	15
6.	Weighing balance	15
7.	First Aid Kit	15
8.	Fire Extinguishers	10
9.	Safety Shoes	15
10.	Apron	15
11.	Inspection table	15
12.	Cutting & trimming knife	15
13.	Handle brush	15
14.	Air hose pipe	5
15.	Blank formats & sheets with required information	30
16.	Beaker (250 ml) and Conical flask	30
17.	Diluted formic acid	350 ml
18.	Distilled water	1 L
19.	Thermometer	15
20.	Funnel	15
21.	Sieve machine	10
22.	Two-roll mill	5