

Qualification Pack



Quality Controller

QP Code: ASC/Q1605

NSQF Level: 6

Automotive Skills Development Council || Automotive Skills Development Council, Sat Paul Mittal
Building, 1/6, Siri Institutional Area
August Kranti Marg (Khel Gaon Marg) New Delhi - 110049

Qualification Pack

Contents

ASC/Q1605: Quality Controller	3
<i>Brief Job Description</i>	3
Applicable National Occupational Standards (NOS)	3
<i>Compulsory NOS</i>	3
<i>Qualification Pack (QP) Parameters</i>	3
ASC/N0001: Plan and organise work to meet expected outcomes	5
ASC/N0002: Work effectively in a team	9
ASC/N0003: Maintain a healthy, safe and secure working environment	13
ASC/N1607: Perform quality control check	17
Assessment Guidelines and Weightage	24
<i>Assessment Guidelines</i>	24
<i>Assessment Weightage</i>	24
Acronyms	26
Glossary	27

Qualification Pack

ASC/Q1605: Quality Controller

Brief Job Description

A Quality Controller is responsible for proper monitoring, testing and inspecting all systems and processes at the dealership. The individual is able to ensure that quality standards are met as specified by the various components/ aggregate manufacturers of the OEM product or service provided by an organisation.

Personal Attributes

An individual on this job must have good communication and interpersonal skills in addition to being a team player, as the job requires coordination with various internal and external stakeholders to ensure maximum quality is maintained. The individual must have a technical bend of mind to understand the technical aspects of various aggregates/ components in the vehicle. The individual should be methodological and systematic in his way of working to ensure various systems and processes quality related aspects in the workshop.

Applicable National Occupational Standards (NOS)

Compulsory NOS:

1. [ASC/N0001: Plan and organise work to meet expected outcomes](#)
2. [ASC/N0002: Work effectively in a team](#)
3. [ASC/N0003: Maintain a healthy, safe and secure working environment](#)
4. [ASC/N1607: Perform quality control check](#)

Qualification Pack (QP) Parameters

Sector	Automotive
Sub-Sector	Automotive Vehicle Service
Occupation	Workshop Operations
Country	India
NSQF Level	6
Aligned to NCO/ISCO/ISIC Code	NCO-2015/3139.5002

Qualification Pack

Minimum Educational Qualification & Experience	I.T.I (Mechanical/Automobile/Electrical engineering) with 5-10 Years of experience Relevant experience OR Diploma (Mechanical/Automobile/Electrical engineering) with 5-10 Years of experience Relevant experience
Minimum Level of Education for Training in School	
Pre-Requisite License or Training	On the job training Desirable for ASDC Quality Controller Level 6 certificate or graduate degree/Diploma in any discipline Compulsory for all other qualifications
Minimum Job Entry Age	18 Years
Last Reviewed On	20/07/2013
Next Review Date	30/06/2020
NSQC Approval Date	05/08/2015
Version	1.0

Qualification Pack

ASC/N0001: Plan and organise work to meet expected outcomes

Description

This NOS unit is about planning and organising an individuals work in order to complete it to the required standards on time.

Scope

This unit/task covers the following: work requirements including various activities, deliverables or work output required in the given time, maintain set quality standards appropriate use of resources (both material / equipment's and manpower

Elements and Performance Criteria

Work requirements including various activities within the given time and set quality standards

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

- PC1.** keep immediate work area clean and tidy
- PC2.** treat confidential information as per the organisations guidelines
- PC3.** work in line with organisations policies and procedures
- PC4.** work within the limits of job role
- PC5.** obtain guidance from appropriate people, where necessary
- PC6.** ensure work meets the agreed requirements

Appropriate use of resources

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

- PC7.** establish and agree on work requirements with appropriate people
- PC8.** manage time, materials and cost effectively
- PC9.** use resources in a responsible manner

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** the organisations policies, procedures and priorities for area of work, role and responsibilities in carrying out that work
- KU2.** the limits of responsibilities and when to involve others
- KU3.** specific work requirements and who these must be agreed with
- KU4.** the importance of having a tidy work area and how to do this
- KU5.** how to prioritize workload according to urgency and importance and the benefits of this
- KU6.** the organisations policies and procedures for dealing with confidential information and the importance of complying with these
- KU7.** the purpose of keeping others updated with the progress of work
- KU8.** who to obtain guidance from and the typical circumstances when this may be required

Qualification Pack

- KU9.** the purpose and value of being flexible and adapting work plans
- KU10.** how to complete tasks accurately by following standard procedures
- KU11.** technical resources needed for work and how to obtain and use these

Generic Skills (GS)

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

- GS1.** write in at least one language
- GS2.** read instructions, guidelines/procedures
- GS3.** ask for clarification and advice from appropriate persons
- GS4.** communicate orally with colleagues
- GS5.** make a decision on a suitable course of action appropriate for accurately completing the task within resources
- GS6.** agree objectives and work requirements
- GS7.** plan and organise work to achieve targets and deadlines
- GS8.** deliver consistent and reliable service to customers
- GS9.** check own work and ensure it meets customer requirements
- GS10.** anomalies to the concerned persons
- GS11.** analyse problems and identify work-arounds taking help from
- GS12.** apply own judgement to identify solutions in different situations

Qualification Pack

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Work requirements including various activities within the given time and set quality standards</i>	16	47	-	-
PC1. keep immediate work area clean and tidy	2	9	-	-
PC2. treat confidential information as per the organisations guidelines	2	6	-	-
PC3. work in line with organisations policies and procedures	3	8	-	-
PC4. work within the limits of job role	3	6	-	-
PC5. obtain guidance from appropriate people, where necessary	3	7	-	-
PC6. ensure work meets the agreed requirements	3	11	-	-
<i>Appropriate use of resources</i>	9	28	-	-
PC7. establish and agree on work requirements with appropriate people	3	9	-	-
PC8. manage time, materials and cost effectively	3	11	-	-
PC9. use resources in a responsible manner	3	8	-	-
NOS Total	25	75	-	-

Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	ASC/N0001
NOS Name	Plan and organise work to meet expected outcomes
Sector	Automotive
Sub-Sector	Manufacturing and R&D, Sales and Service, Road Transportation
Occupation	Auto Components /Aggregates Repair
NSQF Level	4
Credits	NA
Version	1.0
Last Reviewed Date	10/06/2013
Next Review Date	10/06/2015
NSQC Clearance Date	20/07/2015

Qualification Pack

ASC/N0002: Work effectively in a team

Description

This NOS unit is about working effectively with colleagues, either in individuals own work group or in other work groups within organisation

Scope

This unit/task covers the following: Colleagues: Superiors Members of own work group People in other work groups within or outside the organisation Communicate: Face-to-face By telephone In writing

Elements and Performance Criteria

Effective communication

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

- PC1.** maintain clear communication with colleagues
- PC2.** work with colleagues
- PC3.** pass on information to colleagues in line with organisational requirements
- PC4..** work in ways that show respect for colleagues
- PC5.** carry out commitments made to colleagues
- PC6.** let colleagues know in good time if cannot carry out commitments, explaining the reasons
- PC7.** identify problems in working with colleagues and take the initiative to solve these problems
- PC8.** follow the organisations policies and procedures for working with colleagues
- PC9.** ability to share resources with other members as per priority of tasks

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** the organisations policies and procedures for working with colleagues, role and responsibilities in relation to this
- KU2.** the importance of effective communication and establishing good working relationships with colleagues
- KU3.** different methods of communication and the circumstances in which it is appropriate to use these
- KU4.** benefits of developing productive working relationships with colleagues
- KU5.** the importance of creating an environment of trust and mutual respect
- KU6.** whether not meeting commitments, will have implications on individuals and the organisation
- KU7.** different types of information that colleagues might need and the importance of providing this information when it is required
- KU8.** the importance of problems, from colleagues perspective and how to provide support, where necessary, to resolve these

Qualification Pack

Generic Skills (GS)

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

- GS1.** complete well written work with attention to detail
- GS2.** read instructions, guidelines/procedures
- GS3.** listen effectively and orally communicate information
- GS4.** make decisions on a suitable course of action or response
- GS5.** plan and organise work to achieve targets and deadlines
- GS6.** check that the work meets customer requirements
- GS7.** deliver consistent and reliable service to customers
- GS8.** apply problem solving approaches in different situations
- GS9.** apply balanced judgements to different situations
- GS10.** apply good attention to detail
- GS11.** check that the work is complete and free from errors
- GS12.** get work checked by peers
- GS13.** work effectively in a team environment

Qualification Pack

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Effective communication</i>	25	75	-	-
PC1. maintain clear communication with colleagues	4	10	-	-
PC2. work with colleagues	2	7	-	-
PC3. pass on information to colleagues in line with organisational requirements	3	8	-	-
PC4.. work in ways that show respect for colleagues	3	8	-	-
PC5. carry out commitments made to colleagues	2	8	-	-
PC6. let colleagues know in good time if cannot carry out commitments, explaining the reasons	2	8	-	-
PC7. identify problems in working with colleagues and take the initiative to solve these problems	4	9	-	-
PC8. follow the organisations policies and procedures for working with colleagues	3	9	-	-
PC9. ability to share resources with other members as per priority of tasks	2	8	-	-
NOS Total	25	75	-	-

Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	ASC/N0002
NOS Name	Work effectively in a team
Sector	Automotive
Sub-Sector	Manufacturing and R&D, Sales and Service, Road Transportation
Occupation	Maintenance
NSQF Level	4
Credits	TBD
Version	1.0
Last Reviewed Date	23/09/2013
Next Review Date	30/09/2015
NSQC Clearance Date	28/09/2015

Qualification Pack

ASC/N0003: Maintain a healthy, safe and secure working environment

Description

This NOS unit is about monitoring the working environment and making sure it meets requirements for health, safety and security

Scope

This unit/task covers the following: Resources (both material & manpower) needed to maintain a safe working environment as per the prevalent norms & government policies including emergency procedures for illness, accidents, fires or any other reason which may involve evacuation of the premises

Elements and Performance Criteria

Resources needed to maintain a safe, secure working environment

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

- PC1.** comply with organisations current health, safety and security policies and procedures
- PC2.** report any identified breaches in health, safety, and security policies and procedures to the designated person
- PC3..** Coordinate with other resources at the workplace to achieve the healthy, safe and secure environment for all incorporating all government norms esp. for emergency situations like fires, earthquakes etc.
- PC4.** identify and correct any hazards like illness, accidents, fires or any other natural calamity safely and within the limits of individuals authority
- PC5.** report any hazards outside the individuals authority to the relevant person in line with organisational procedures and warn other people who may be affected
- PC6.** follow organisations emergency procedures for accidents, fires or any other natural calamity
- PC7.** identify and recommend opportunities for improving health, safety, and security to the designated person
- PC8.** complete all health and safety records are updates and procedures well defined

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** legislative requirements and organisations procedures for health, safety and security and individuals role and responsibilities in relation to this
- KU2.** what is meant by a hazard, including the different types of health and safety hazards that can be found in the workplace
- KU3.** how and when to report hazards
- KU4.** the limits of responsibility for dealing with hazards
- KU5.** the organisations emergency procedures for different emergency situations and the importance of following these
- KU6.** the importance of maintaining high standards of health, safety and security

Qualification Pack

- KU7.** implications that any non-compliance with health, safety and security may have on individuals and the organisation
- KU8.** different types of breaches in health, safety and security and how and when to report these
- KU9.** evacuation procedures for workers and visitors
- KU10.** how to summon medical assistance and the emergency services, where necessary
- KU11.** how to use the health, safety and accident reporting procedures and the importance of these

Generic Skills (GS)

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

- GS1.** complete accurate, well written work with attention to detail
- GS2.** read instructions, guidelines/procedures/rules
- GS3.** listen and orally communicate information
- GS4.** make decisions on a suitable course of action or response
- GS5.** plan and organise work to achieve targets and deadlines
- GS6.** build and maintain positive and effective relationships with colleagues and customers
- GS7.** apply problem solving approaches in different situations
- GS8.** analyse data and activities
- GS9.** apply balanced judgements to different situations
- GS10.** apply good attention to detail
- GS11.** check that the work is complete and free from errors
- GS12.** get work checked by peers
- GS13.** work effectively in a team environment

Qualification Pack

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Resources needed to maintain a safe, secure working environment</i>	25	75	-	-
PC1. comply with organisations current health,safety and security policies and procedures	3	9	-	-
PC2. report any identified breaches in health,safety, and security policies and procedures to the designated person	3	10	-	-
PC3.. Coordinate with other resources at the workplace to achieve the healthy, safe and secure environment for all incorporating all government norms esp. for emergency situations like fires,earthquakes etc.	3	10	-	-
PC4. identify and correct any hazards like illness, accidents, fires or any other natural calamity safely and within the limits of individuals authority	5	10	-	-
PC5. report any hazards outside the individuals authority to the relevant person in line with organisational procedures and warn other people who may be affected	3	9	-	-
PC6. follow organisations emergency procedures for accidents, fires or any other natural calamity	3	10	-	-
PC7. identify and recommend opportunities for improving health,safety, and security to the designated person	3	8	-	-
PC8. complete all health and safety records are updates and procedures well defined	2	9	-	-
NOS Total	25	75	-	-

Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	ASC/N0003
NOS Name	Maintain a healthy, safe and secure working environment
Sector	Automotive
Sub-Sector	Manufacturing and R&D, Sales and Service, Road Transportation
Occupation	Auto Components/Aggregates Repair
NSQF Level	4
Credits	NA
Version	1.0
Last Reviewed Date	10/06/2013
Next Review Date	10/06/2015
NSQC Clearance Date	20/07/2015

Qualification Pack

ASC/N1607: Perform quality control check

Description

This NOS unit is about an individual who plans and monitors various activities concerned with the development, application and maintenance of quality standards as specified for various industrial processes, auto components and OEM vehicles. The individual is also responsible to ensure that the workshop has updated quality & other ISO certifications

Scope

This unit/task covers the following: manage and perform periodic quality control checks on all major systems and processes followed in the workshop and workshop adherence to total quality standards including kaizen to maximise the manpower productivity ensure mandatory ISO and other environmental certifications and their renewals whenever due

Elements and Performance Criteria

Manage quality control checks to ensure adherence to quality standards and mandatory certifications

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

- PC1..** plan, organise and schedule work to quality control through the workshop manager and supervisors/ service advisors
- PC2. .** determine inspection criteria and work methods for verifying quality of repairs
- PC3. .** check the following parameters while performing the quality check: visual inspection under hood: - no loose tools - caps & covers installed - fluid levels full - absence of leaks - wires & hoses connected - air filter housing correct visual inspection inside vehicle: - no fingerprints, grease marks, foot prints - steering wheel & door handle wiped and clean - floor mat & seat cover removed complete car wash 2 wheel alignment 4 Wheel Alignment in and out mileage completed service procedures & used parts checked off procedures sheet correctly documented recommended services checked or crossed cause, correction (parts & labour), and repair visual maintenance inspection
- PC4..** ensure overall supervision of quality control process through regular: inspection of various equipments and tools (including special tools) inspection of work methods for verifying quality of repairs carried out monitoring of the deviations between what is mentioned on the job card and what is actually carried out check of whether the overall system for service, repair and routine maintained is followed as per the OEM guidelines
- PC5. .** supervise inspection of auto parts, components and material with precision tools and gauges to avoid spurious or duplicate parts
- PC6. .** develop and implement quality control programs to improve efficiency of the daily operations
- PC7. .** ensure that maintenance & service bulletin books are up-to-date and the same has been communicated to all the employees of the workshop
- PC8. .** determine and inform managers and supervisors in case there pair is not done appropriately and further rework is required
- PC9..** provide information to technical support team for resolving quality issues with auto components manufacturers

Qualification Pack

- PC10.** . evaluate and recommend the use of reconditioned aggregate, new part or repair or an existing part needs to be done as per the OEM guidelines
- PC11.** . understand the various ISO and other environmental certifications (both mandatory by the OEM or optional for a few workshops) including: ISO/TS 16949 - specifies the quality system requirements for the design/development, production, installation and servicing of automotiverelated products ISO 9000 series - series of quality management system standards for delivering quality products/services to the customers ISO 10002 - relevant to any organization that wishes to exceed customer expectations ISO 14001 criteria for an effective EMS (environment management system) Or any other certification as may be desired from time to time to ensure quality aspects in the workshop like Kaizen

Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** standard operating procedures of the organization/ dealership to maintain the overall systems, process and quality aspects in the workshop
- KU2.** the terms and conditions related to quality check and auditing procedure as prescribed by the OEM/ auto component manufacturer
- KU3.** safety requirements for equipment and auto components/ aggregates as prescribed by the OEM
- KU4.** documentation requirements for each procedure carried out as part of roles and responsibilities regarding the service, maintenance and repair across various job roles in a workshop as specified by the respective OEM
- KU5.** organisational and professional code of ethics and standards of practice
- KU6.** safety and health policies and regulations for the workplace as well as for automotive trade in general (e.g. safe practices while working in pits/ under vehicles)
- KU7.** the technical specifications of various OEM vehicular products as well as those manufactured by the competitors
- KU8.** the basic technology used in the overall functioning of various components/ aggregates (especially the core aggregates like engine, gear box, propeller shaft, clutch and brake assembly, transmission systems, axles etc.)
- KU9.** how to check the following parameters while performing the quality check: visual inspection under hood: - no loose tools - caps & covers installed - fluid levels full - absence of leaks - wires & hoses connected - air filter housing correct visual inspection inside vehicle: - no fingerprints, grease marks, foot prints - steering wheel & door handle wiped and clean - floor mat & seat cover removed complete car wash 2 wheel alignment 4 Wheel Alignment in and out mileage completed service procedures & used parts checked off procedures sheet correctly documented recommended services checked or crossed cause, correction (parts & labour), and repair
- KU10.** visual maintenance inspection the technical aspects communicated from Service, Product planning or Quality control, R&D departments of the OEM (through various service circulars) is communicated to the workshop team though regular meetings to ensure proper adherence
- KU11.** how to communicate and inform managers/ supervisors on the quality aspects of the repair carried out to minimise rework

Qualification Pack

- KU12.** the technical and quality aspects mentioned in the maintenance & service bulletin books as released by the respective OEM
- KU13.** differentiate between the original and spurious auto parts, components and materials along with precision tools and gauges
- KU14.** the various quality control programs and its lag and lead indicators to ensure an improvement in the daily operations
- KU15.** implications of ISO and other environmental certifications (both mandatory by the OEM or optional for a few workshops) including: ISO/TS 16949 - specifies the quality system requirements for the design/development, production, installation and servicing of automotiverelated products ISO 9000 series - series of quality management system standards for delivering quality products/services to the customers ISO 10002 - relevant to any organization that wishes to exceed customer expectations ISO 14001 criteria for an effective EMS (environment management system)
- KU16.** Or any other certification as may be desired from time to time to ensure quality aspects in the workshop like Kaizen

Generic Skills (GS)

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

- GS1.** communicate information and ideas in writing so others will understand
- GS2.** record and document the systems and processes affecting the overall service, maintenance and repair of vehicles in the workshop
- GS3.** write in at least one language
- GS4.** read work orders, specifications etc. related to the systems, processes and other quality aspects related to the service, maintenance and repairs in the workshop
- GS5.** read and understand various service & maintenance circulars issued by the OEM/ auto components manufacturer
- GS6.** read finer details, implications and other financial aspects of ISO and other environmental certifications (both mandatory by the OEM or optional for a few workshops)
- GS7.** interact with the customers to understand any gaps in the overall service quality levels in the workshop
- GS8.** interact with superiors and other support staff function to ensure higher levels of service quality is maintained
- GS9.** interact with external stakeholders (esp. the external quality auditors and ISO certificate providers or any other external agency) regarding the overall maintenance of the quality services in the workshop
- GS10.** interact with team members to work efficiently
- GS11.** analyse information from periodic inspections done and evaluate results to optimise the process ensuring quality and timely services
- GS12.** decide the optimised process at the workshop to ensure smooth operations
- GS13.** analyse all certifications available regarding various aspects of the quality and choose the most appropriate one
- GS14.** plan and organise the daily operations at the workshop in the morning to ensure the smooth flow of service & maintenance of the vehicles

Qualification Pack

- GS15.** plan the periodic inspections to monitor the overall quality levels of various systems and processes with close coordination with other stakeholders
- GS16.** ensure that the customers requirements are assessed and service provided adheres to the strict quality parameters as prescribed by the organisation or the OEM
- GS17.** ensure that the various systems and processes are aligned with the overall customer satisfaction and are not leading to time and cost overruns for the service, maintenance and repairs in the vehicle
- GS18.** identify complex problems and review related information to develop and evaluate options and implement solutions keeping the overall quality in mind
- GS19.** ensure all system related issues are solved in the most optimised manner as per the OEM guidelines
- GS20.** analyse available information and evaluate results to choose the best solution in case of any conflict due to elaborate systems and processes
- GS21.** evaluate the complexity of tasks to be performed to maintain the overall quality in workmanship in the workshop and determine its feasibility with respect to cost and time taken
- GS22.** use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems
- GS23.** evaluate the information gathered from regular inspections to take appropriate action to ensure adherence to the quality systems and processes

Qualification Pack

Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Manage quality control checks to ensure adherence to quality standards and mandatory certifications</i>	30	70	-	-
PC1.. plan, organise and schedule work to quality control through the workshop manager and supervisors/ service advisors	2	7	-	-
PC2. . determine inspection criteria and work methods for verifying quality of repairs	2	7	-	-
PC3. . check the following parameters while performing the quality check: visual inspection under hood: - no loose tools - caps & covers installed - fluid levels full - absence of leaks - wires & hoses connected - air filter housing correct visual inspection inside vehicle: - no fingerprints, grease marks, foot prints - steering wheel & door handle wiped and clean - floor mat & seat cover removed complete car wash 2 wheel alignment 4 Wheel Alignment in and out mileage completed service procedures & used parts checked off procedures sheet correctly documented recommended services checked or crossed cause, correction (parts & labour), and repair visual maintenance inspection	5	9	-	-
PC4.. ensure overall supervision of quality control process through regular: inspection of various equipments and tools (including special tools) inspection of work methods for verifying quality of repairs carried out monitoring of the deviations between what is mentioned on the job card and what is actually carried out check of whether the overall system for service, repair and routine maintained is followed as per the OEM guidelines	5	9	-	-
PC5. . supervise inspection of auto parts, components and material with precision tools and gauges to avoid spurious or duplicate parts	3	7	-	-
PC6. . develop and implement quality control programs to improve efficiency of the daily operations	3	6	-	-
PC7. . ensure that maintenance & service bulletin books are up-to-date and the same has been communicated to all the employees of the workshop	2	5	-	-

Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
PC8. . determine and inform managers and supervisors in case there pair is not done appropriately and further rework is required	2	5	-	-
PC9.. provide information to technical support team for resolving quality issues with auto components manufacturers	2	5	-	-
PC10. . evaluate and recommend the use of reconditioned aggregate, new part or repair or an existing part needs to be done as per the OEM guidelines	2	5	-	-
PC11. . understand the various ISO and other environmental certifications (both mandatory by the OEM or optional for a few workshops) including: ISO/TS 16949 - specifies the quality system requirements for the design/development, production, installation and servicing of automotiverelated products ISO 9000 series - series of quality management system standards for delivering quality products/services to the customers ISO 10002 - relevant to any organization that wishes to exceed customer expectations ISO 14001 criteria for an effective EMS (environment management system) Or any other certification as may be desired from time to time to ensure quality aspects in the workshop like Kaizen	2	5	-	-
NOS Total	30	70	-	-

Qualification Pack

National Occupational Standards (NOS) Parameters

NOS Code	ASC/N1607
NOS Name	Perform quality control check
Sector	Automotive
Sub-Sector	Automotive Vehicle Service
Occupation	Workshop Operations
NSQF Level	6
Credits	TBD
Version	1.0
Last Reviewed Date	20/07/2013
Next Review Date	31/12/2015
NSQC Clearance Date	

Qualification Pack

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 proportion of marks for Theory and Skills Practical for each Element/ PC.
2. The assessment for the theory part will be based on 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 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 the Recommended Pass % aggregate for the QP.
7. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack.

Recommended Pass % : 75

Assessment Weightage

Compulsory NOS

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
ASC/N0001.Plan and organise work to meet expected outcomes	25	75	-	-	100	15
ASC/N0002.Work effectively in a team	25	75	-	-	100	10
ASC/N0003.Maintain a healthy,safe and secure working environment	25	75	-	-	100	10
ASC/N1607.Perform quality control check	30	70	-	-	100	65

Qualification Pack

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
Total	105	295	-	-	400	100

Qualification Pack

Acronyms

NOS	National Occupational Standard(s)
NSQF	National Skills Qualifications Framework
QP	Qualifications Pack
TVET	Technical and Vocational Education and Training

Qualification Pack

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 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 Occupational Standards (NOS)	NOS are occupational standards which apply uniquely in the Indian context.
Qualifications Pack (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.

Qualification Pack

Knowledge and 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 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 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.