

QUALIFICATIONS PACK - OCCUPATIONAL STANDARDS FOR GREEN JOBS

What are Occupational Standards (OS)?

➤ OS describe what individuals need to do, know and understand in order to carry out a particular job role or function

➤ OS are performance standards that individuals must achieve when carrying out functions in the workplace, together with specifications of the underpinning knowledge and understanding

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Introduction

Qualifications Pack- Faecal Sludge Treatment Plant O&M Technician

SECTOR: GREEN JOBS

SUB-SECTOR: Waste Management

OCCUPATION: Operation & Maintenance

REFERENCE ID: SGJ/Q6404

ALIGNED TO: NCO-2015/3132.0400

Brief Job Description:

The Faecal Sludge Treatment Plant (FSTP) operation and maintenance technician is responsible for carrying out day-to-day operations of the FSTP. He /She is also responsible for routine maintenance of pumps, engines, motors, filters, bar screens, valves, pipes, and any other equipment used in FSTP.

Personal Attributes:

The Individual is expected to be physically fit and should be able to work across various location/site conditions. He/ She should be self-motivated and able to produce good quality work. He/ She must have good communication skill, team spirit, be courteous and polite. He should be efficient in working with proper planning skills.

Qualification Pack for "Faecal Sludge Treatment Plant O&M Technician"

Job Details	Qualifications Pack Code	SGJ/Q6404		
	Job Role	Faecal Sludge Treatment Plant O&M Technician		
	Credits(NSQF)	TBD	Version number	1.0
	Sector	Green Jobs	Drafted on	23/05/2018
	Sub-sector	Water Management	Last reviewed on	30/11/2018
	Occupation	Operation and Maintenance	Next review date	29/11/2020
	NSQC Clearance on	N.A		

Job Role	Faecal Sludge Treatment Plant O&M Technician
Role Description	The Faecal Sludge Treatment Plant (FSTP) operation and maintenance technician is a person who is responsible for carrying out the day-to-day technical operations of the plant. He /She is also responsible for repair and maintenance of pumps, engines, motors, filters, bar screens, valves, pipes, and any other equipment at the FSTP
NSQF level	4
Minimum Educational Qualifications	ITI or equivalent
Maximum Educational Qualifications	Not Applicable.
Prerequisite License or Training	N/A
Minimum Job Entry Age	18 years
Experience	Nil
Applicable National Occupational Standards (NOS)	Compulsory: SGJ/N6415: Carry out operation of FSTP SGJ/N6416: Carry out routine maintenance of FSTP SGJ/N6410: Maintain personal health & safety in FSSM SGJ/N0120: Work effectively with co-workers
Performance Criteria	As described in the relevant Occupational Standards (OS) units

Qualification Pack for "Faecal Sludge Treatment Plant O&M Technician"

Definitions

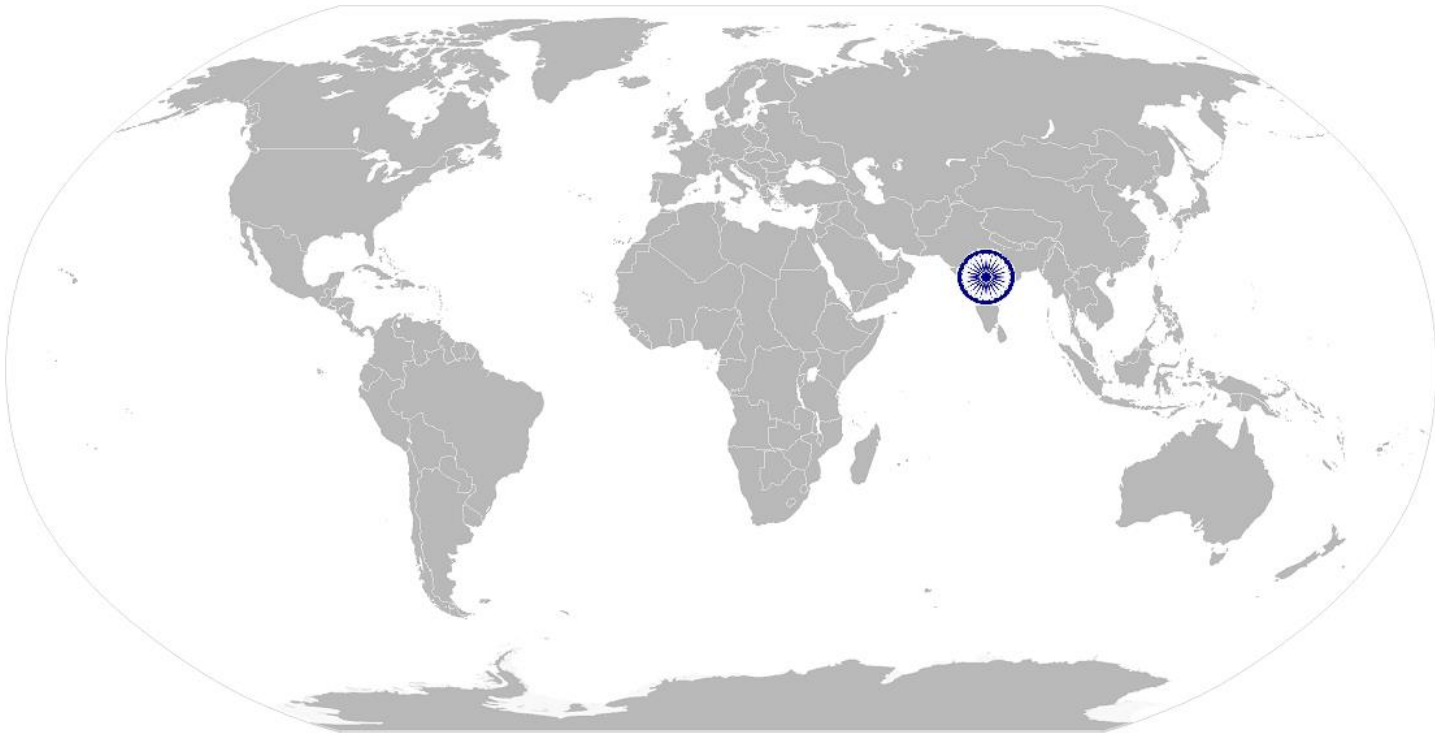
Keywords /Terms	Description
Sector	Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
Sub-sector	Sub-sector is derived from a further 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 organization.
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 they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
Performance Criteria	Performance criteria are statements that together specify the standard of performance required when carrying out a task.
National Occupational Standards (NOS)	NOS are occupational standards which apply uniquely in the Indian context.
Qualifications Pack (QP)	QP comprises the set of OSs, together with the educational, training and other criteria required to perform a job role. A QP is assigned a unique qualifications pack code.
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.
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 Understanding	Knowledge and understanding are statements which together specify the technical, generic, professional and organizational specific knowledge that an individual need to perform to the required standard.
Organizational Context	Organizational context includes the way the organization is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.
Technical Knowledge	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
Core Skills/ Generic Skills	Core skills or generic skills 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. In the context of the OS, these include communication related skills that are applicable to most job roles.

Qualification Pack for "Faecal Sludge Treatment Plant O&M Technician"

Acronyms

Keywords /Terms	Description
SCGJ	Skill Council for green jobs
NOS	National Occupational Standards
NSQF	National Skills Qualification Framework
NVEQF	National Vocational Educational Qualification Framework
NVQF	National Vocational Qualification Framework
OS	Occupational Standards
PC	Performance Criteria
QP	Qualification Pack
SSC	Sector Skills Council
FSSM	Faecal Sludge and Septage Management
FSTP	Faecal Sludge Treatment Plant

National Occupational Standard



Overview

This unit is about carrying out the day to day operation of Faecal Sludge Treatment Plant (FSTP).

Unit Code	SGJ/N6415
Unit Title (Task)	Carry out operation of FSTP
Description	This unit is about carrying out day to day operation of Faecal Sludge Treatment Plant (FSTP)
Scope	This unit/task covers the following: <ul style="list-style-type: none"> Carrying out operation of FSTP
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Carrying out Operation of FSTP	<p>To be competent, the user/ individual must be able to:</p> <ul style="list-style-type: none"> PC1. collect and deliver sludge samples from sludge vacuum tank to laboratory for verification of system performance PC2. carry out the visual inspection of equipment at FSTP and document the status PC3. carry out the operation of septage receiving station, screening and grit removal, solid and liquid separation unit PC4. operate the pumps, blowers, generators, compressors, and other such machinery/equipment required in operation of FSTP PC5. facilitate the calibration of process control and instrumentation systems PC6. monitor the working of FSTP and fill out daily activity log sheet for reporting any failures PC7. prepare relevant reports, summarize the records and provide recommendations for optimizing the FSTP system PC8. facilitate and support co-workers in site environmental investigations, field surveys PC9. ensure the cleanliness of work area and equipment
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company /organization and its processes)	<p>The user/individual on the job needs to know and understand:</p> <ul style="list-style-type: none"> KA1. organizational culture and setup KA2. various policies and regulations KA3. organization’s customer support policy KA4. organization’s documentation policy
B. Technical Knowledge	<p>The user/individual on the job needs to know and understand:</p> <ul style="list-style-type: none"> KB1. working principle of FSTP and its operation KB2. various components of FSTP and its operation KB3. tools and equipment required in operation of FSTP KB4. critical operation factors which includes design and planning phases of FSTP KB5. the role of administrative management in the long-term operation of FSTP KB6. personal protection equipment including the use of related safety gears & equipment KB7. laws and policies in faecal sludge management KB8. do’s and don’ts of FSTP and its operation KB9. local language

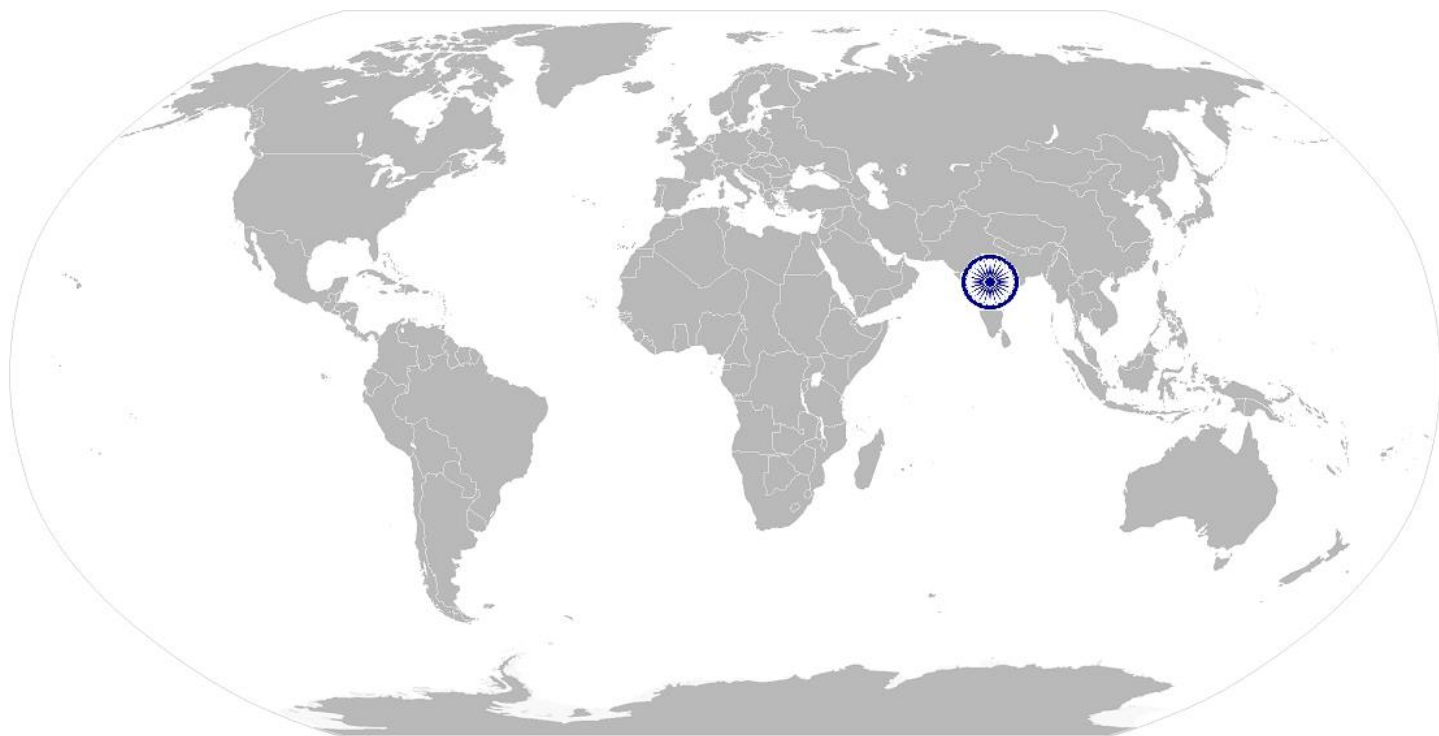
Skills	
A. Core Skills / Generic Skills	Writing Skills
	The user/individual on the job needs to know and understand how to: SA1. fill up relevant documents SA2. prepare and write detailed document
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA3. read relevant reports and publications SA4. read and understand relevant policies
b. Professional Skills	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA5. express statements or information clearly so that team members can understand SA6. participate in and understand main points of simple discussions SA7. respond appropriately to queries
	Decision making
	The user/individual on the job needs to know and understand how to : SB1: follow organization rule-based decision-making process SB2: take decisions with systematic course of actions and/or response
	Plan and Organize
	The user/individual on the job needs to know and understand how to: SB3. complete tasks efficiently and accurately within stipulated time SB4. work constructively and collaboratively with others SB5. coordinate with multidisciplinary stakeholders
	Customer Centricity
The user/individual on the job needs to know and understand how to: SB6. understand limitations of the customers SB7. identify the spending trends of customers	
	Problem solving
	The user/individual on the job needs to know and understand how to: SB8. recognize problems and search for solutions SB9. choose best methods to complete assigned tasks SB10. approach relevant authority when required
	Analytical Thinking
	The user/individual on the job needs to know and understand how to: SB11. apply domain knowledge / observations and data to select course of action to perform tasks related to formulation of the business plan
	Critical Thinking
The user/individual on the job needs to know and understand how to: SB12. critically evaluate the information obtained from other departments and stakeholders SB13. ask questions for better understanding	

SGJ/N6415

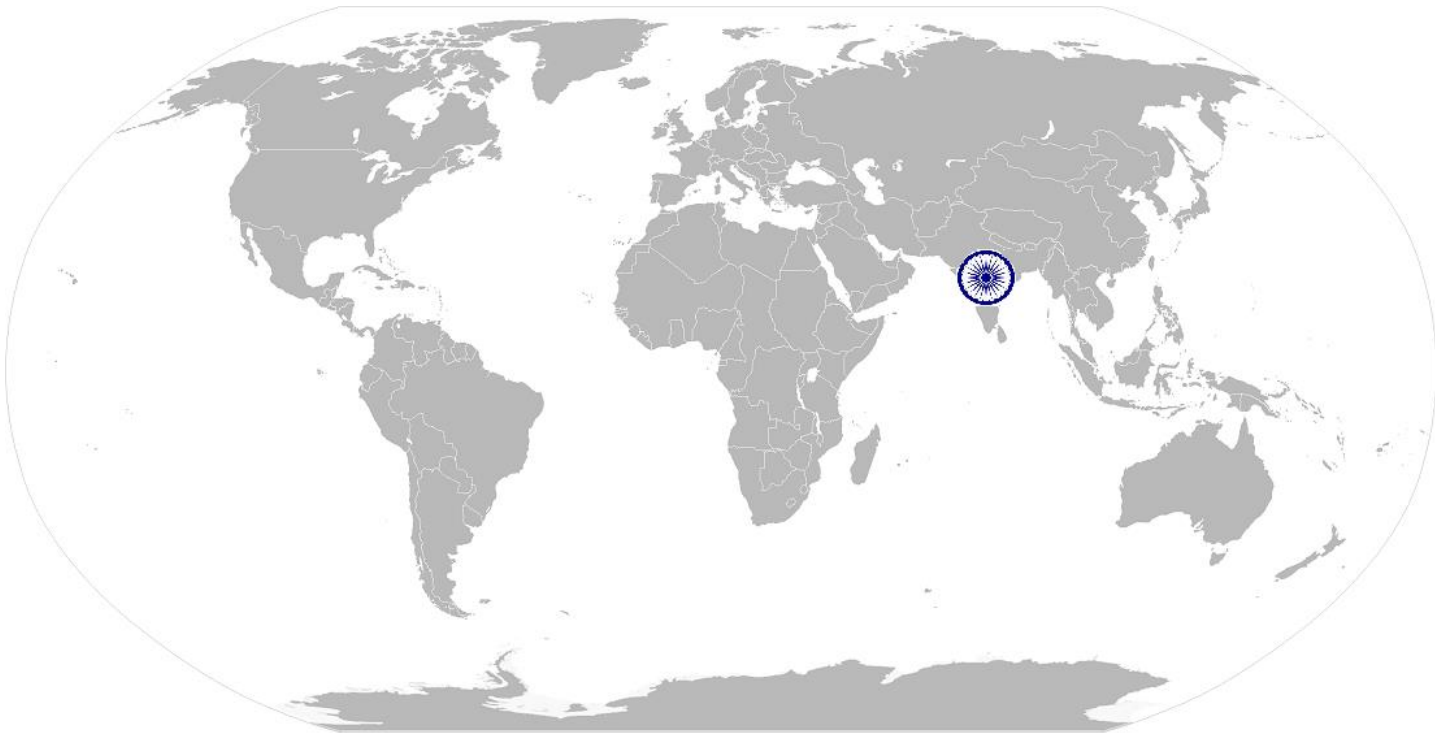
Carry out operation of FSTP

NOS Version Control

NOS Code	SGJ/N6415		
Credits (NSQF)	TBD	Version number	1.0
Industry Sector	Green Jobs	Drafted on	23/05/2018
Industry Sub-sector	Waste Management	Last reviewed on	30/11/2018
Occupation	Operation	Next review date	29/11/2020



National Occupational Standard



Overview

This unit is about routine and emergency maintenance and repairs of pumps, engines, motors, filters, bar screens, valves, pipes, and any other equipment at the FSTP.

SGJ/N6416

Carry out routine maintenance of FSTP

National Occupational Standard

Unit Code	SGJ/N6416
Unit Title (Task)	Carry out routine maintenance of FSTP
Description	This unit is about routine and emergency maintenance of pumps, engines, motors, filters, bar screens, valves, pipes, and any other equipment at the FSTP.
Scope	This unit/task covers the following: <ul style="list-style-type: none"> Visual inspection and routine maintenance of FSTP
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Visual inspection and routine maintenance of FSTP	<p>To be competent, the user/ individual must be able to:</p> <p>PC1. visually inspect the equipment at the FSTP for any damage</p> <p>PC2. carry out the replacement of worn parts and perform emergency services</p> <p>PC3. monitor facilities and equipment in order to identify and repair leaks or other malfunctions</p> <p>PC4. perform routine maintenance activities including greasing of moving parts, changing oil etc.</p> <p>PC5. perform the maintenance of motors, bearings, flanges, seals and any other equipment of FSTP</p> <p>PC6. perform cleaning of work area and equipment</p> <p>PC7. prepare the routine maintenance records of the main activities, malfunctions and recommendations as required</p>
Knowledge and Understanding (K)	
C. Organizational Context (Knowledge of the company /organization and its processes)	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. organizational culture and setup</p> <p>KA2. various policies and regulations</p> <p>KA3. organization's customer support policy</p> <p>KA4. organization's documentation policy</p>
D. Technical Knowledge	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. basic working principle of FSTP</p> <p>KB2. working knowledge of handling of tools and equipment required for maintenance</p> <p>KB3. repair and maintenance of tools and equipment such as pumps, chlorinators, metering devices, electrical control panels, and treated or digested sludge dewatering etc.</p> <p>KB4. personal health and safety including safely handling of equipment and tools</p> <p>KB5. dos and don'ts of FSTP and its operation</p> <p>KB6. reporting and documentation</p> <p>KB7. laws and policies</p> <p>KB8. local language</p>
Skills	
B. Core Skills /Generic Skills	Writing Skills
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA1. fill up relevant documents if required</p> <p>SA2. prepare and write detailed reports of the studies performed</p>

SGJ/N6416

Carry out routine maintenance of FSTP

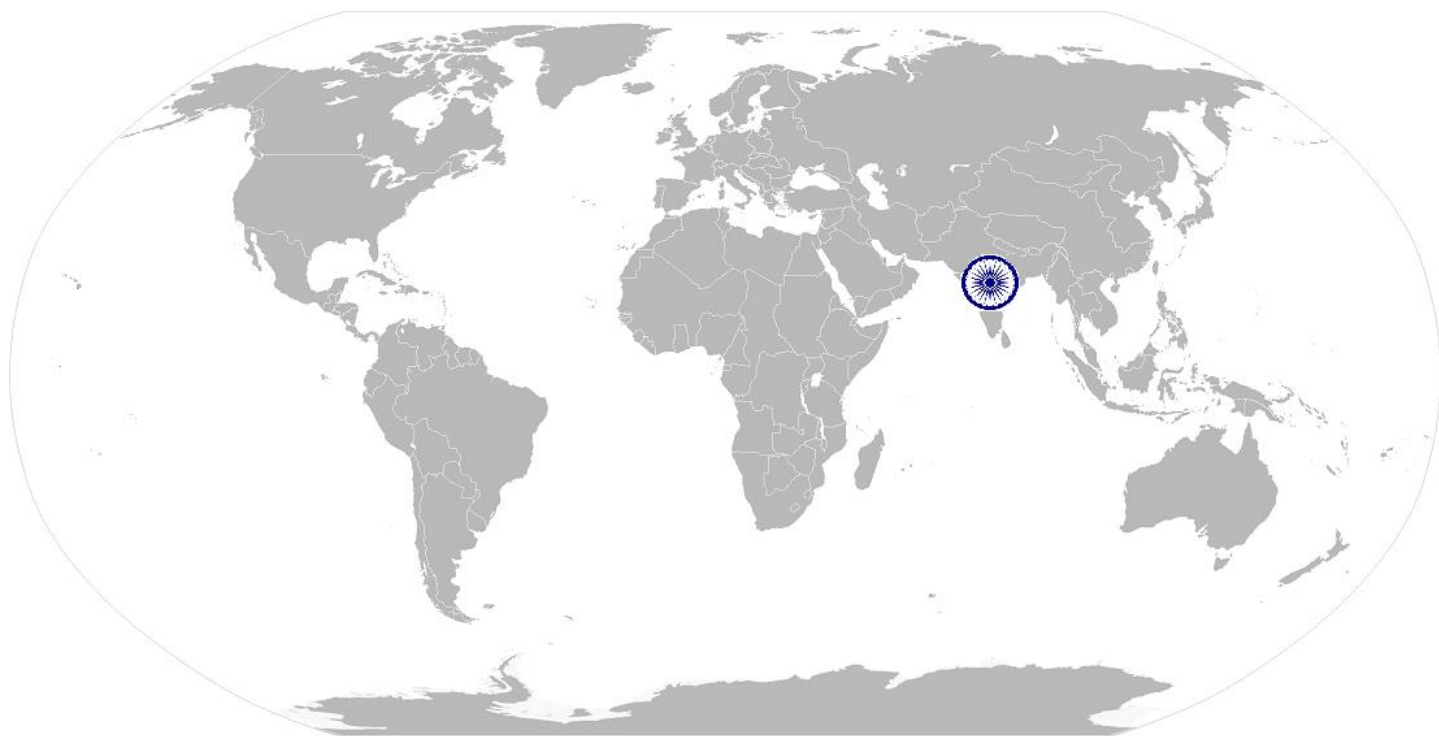
	<p>Reading Skills</p> <p>The user/individual on the job needs to know and understand how to:</p> <ul style="list-style-type: none"> SA3. read relevant reports and publications to understand SA4. read and understand financial documents SA5. read and understand FSTP operational manual /guidelines <p>Oral Communication (Listening and Speaking skills)</p> <p>The user/individual on the job needs to know and understand how to:</p> <ul style="list-style-type: none"> SA6. communicate with industries and customers to understand and analysis various strategies, demand and limitations in the market SA7. express statements or information clearly so that others can understand SA8. participate in and understand main points of simple discussions SA9. respond appropriately to queries
<p>b. Professional Skills</p>	<p>Decision making</p> <p>The user/individual on the job needs to know and understand how to:</p> <ul style="list-style-type: none"> SB1: follow organization rule-based decision-making process SB2: take decisions with systematic course of actions and/or response <p>Plan and Organize</p> <p>The user/individual on the job needs to know and understand how to:</p> <ul style="list-style-type: none"> SB3. complete tasks efficiently within stipulated time SB4. work constructively and collaboratively with others SB5. coordinate with multidisciplinary stakeholders <p>Customer Centricity</p> <p>The user/individual on the job needs to know and understand how to:</p> <ul style="list-style-type: none"> SB6. understand limitations of the client SB7. identify the spending trends of customers/client <p>Problem solving</p> <p>The user/individual on the job needs to know and understand how to:</p> <ul style="list-style-type: none"> SB8. recognize problems and search for solutions SB9. choose best methods to complete assigned tasks SB10. approach relevant authority when required <p>Analytical Thinking</p> <p>The user/individual on the job needs to know and understand how to:</p> <ul style="list-style-type: none"> SB11. apply domain knowledge / observations and data to select course of action to perform tasks related to formulation of the business plan <p>Critical Thinking</p> <p>The user/individual on the job needs to know and understand how to:</p> <ul style="list-style-type: none"> SB12. critically evaluate the information obtained from other departments and stakeholders SB13. ask questions for better understanding

SGJ/N6416

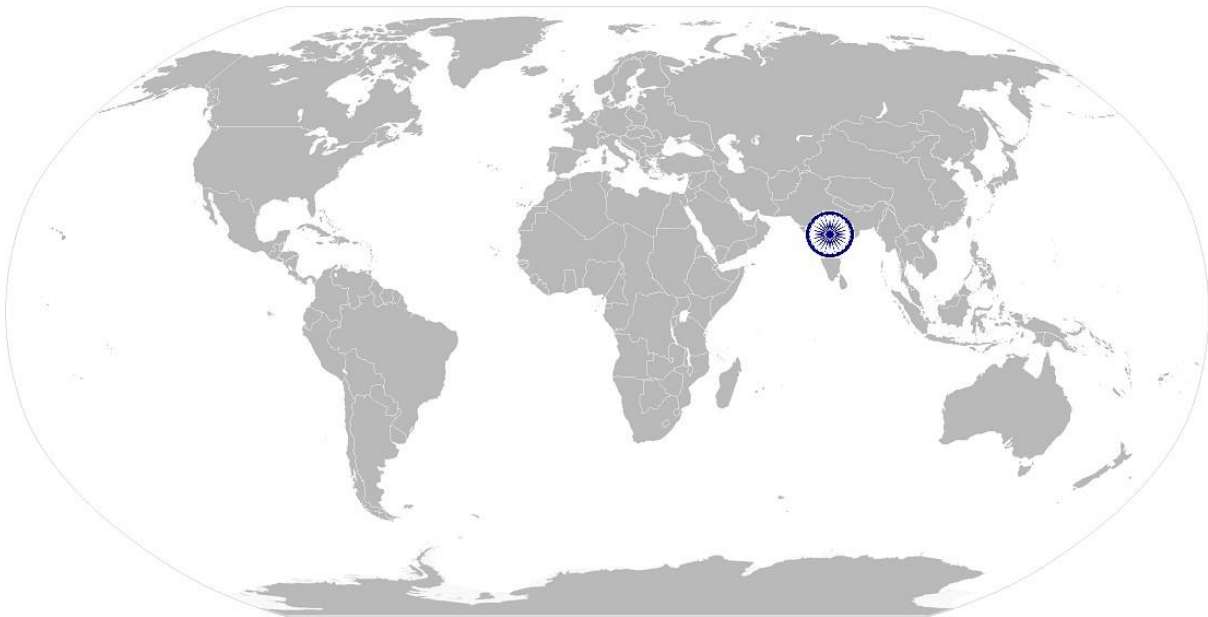
Carry out routine maintenance of FSTP

NOS Version Control

NOS Code	SGJ/N6416		
Credits (NSQF)	TBD	Version number	1.0
Industry Sector	Green Jobs	Drafted on	23/05/2018
Industry Sub-sector	Water Management	Last reviewed on	30/11/2018
Occupation	Maintenance	Next review date	29/11/2020



National Occupational Standard



Overview

This unit is about being aware of, communicating & taking steps towards minimizing potentials hazards and dangers of accidents on the job and maintaining occupational health & safety.

SGJ/N6410

Maintain personal health & safety in FSSM

National Occupational Standard

Unit Code	SGJ/N6410
Unit Title (Task)	Maintain Personal Health & Safety in FSSM
Description	This unit is about being aware of, communicating & taking steps towards minimizing potentials hazards and dangers of accidents on the job and maintaining occupational health & safety
Scope	This unit/task covers the following: <ul style="list-style-type: none"> Establish and follow safe work procedure Handling of tools and equipment for health and safety purpose
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Establish and follow safe work procedure	To be competent, the user/individual on the job must be able to: <ul style="list-style-type: none"> PC1. display sign boards/caution such as “Work in progress” or “Danger” to avoid accidents related to use of sharp tools and equipment PC2. identify contact person when workplace safety policies are violated PC3. provide information about incident/violation PC4. identify the location of first aid materials and administer first-aid PC5. identify personal safety hazards or work site hazards
Handling of tools and equipment for health and safety purpose	To be competent, the user/individual on the job must be able to: <ul style="list-style-type: none"> PC6. identify the personal protection equipment required for specific work activity and location PC7. attend safety drills organised by the company or any other authority PC8. demonstrate safe and accepted practices for personal protection PC9. learn first-aid procedure PC10. use insect repellents and safe drinking water
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the organization and its processes)	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> KA1. organization’s documentation policy on safety and hazards and personnel management KA2. organization’s reporting structure & organization culture KA3. organization’s different department and concerned authority
B. Technical Knowledge	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> KB1. how to use tools and equipment without suffering any physical harm KB2. first-aid procedure KB3. diseases caused due to unsafe water, biting of insects and following unhygienic practices KB4. evacuation and emergency procedures KB5. occupational health and safety (OHS) standards KB6. importance of Personal Protective Equipment (PPE)
Skills (S)	
A. Core Skills/ Generic Skills	Oral Communication skills (Listening and Speaking Skills)
	The user/ individual on the job needs to know and understand how to: <ul style="list-style-type: none"> SA1. effectively communicate the danger and emergency SA2. express statements to inform clearly so that co-workers can understand SA3. understand the main points of simple discussions
	Reading Skills
	The user/individual on the job needs to know and understand how to: <ul style="list-style-type: none"> SA4. read from different sources

SGJ/N6410

Maintain personal health & safety in FSSM

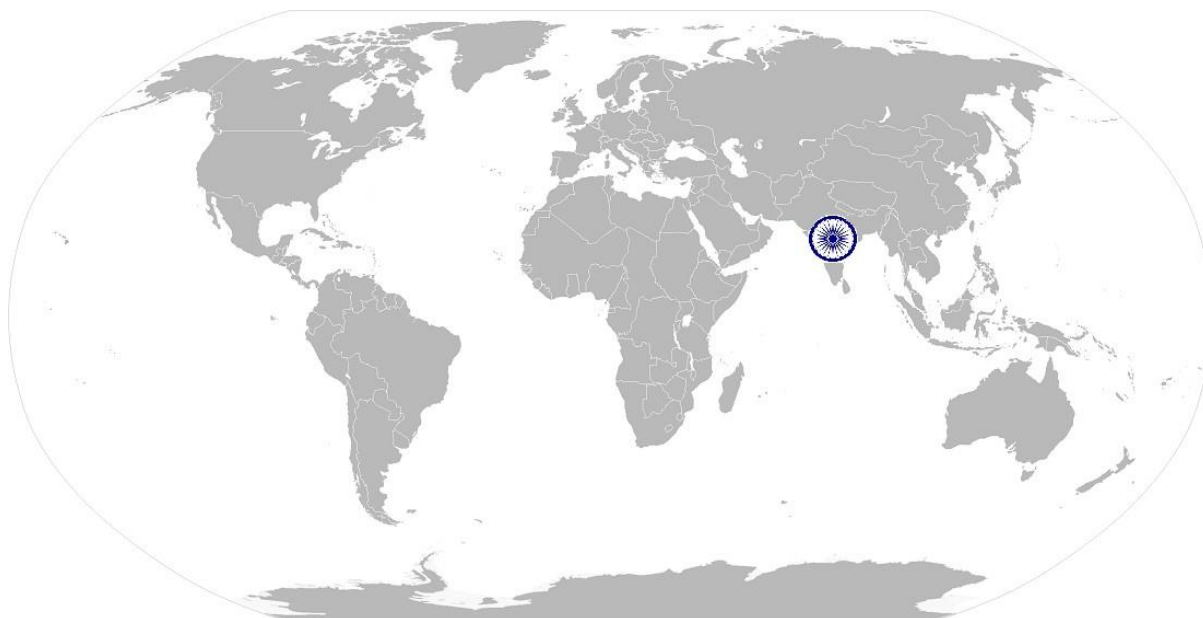
	SA5. understand the various colour codes used in safety
	Organising Skills
	The user/individual on the job needs to know and understand how to: SA6. keep all the tools in an organised manner so as to avoid accidents SA7. keep the work environment safe and clean
B. Professional Skills	Decision Making
	The user/individual on the jobs needs to know and understand how to: SB1. report potential sources of danger and emergency SB2. follow prescribed procedure in the event of an accident SB3. wear appropriate safety gear to avoid an accident
	Plan and Organize
	The user/individual on the job needs to know and understand how to: SB4. plan health safety schedule Maintain health
	Customer Centricity
	The user/individual on the job needs to know and understand how to: SB5. communicate courteously with others in a polite manner
	Problem Solving
	The user/individual on the job needs to know and understand how to: SB6. approach local authorities, in case of emergency (police, doctor, etc.)
	Analytical Thinking
	The user/individual on the job needs to know and understand how to: SB7. analyze day to day experience to correct future course of action
	Critical Thinking
	N.A.
	Reflective Thinking
The user/individual on the job needs to know and understand how to: SB8. learn from past mistake regarding use of hazardous tools and equipment	

SGJ/N6410

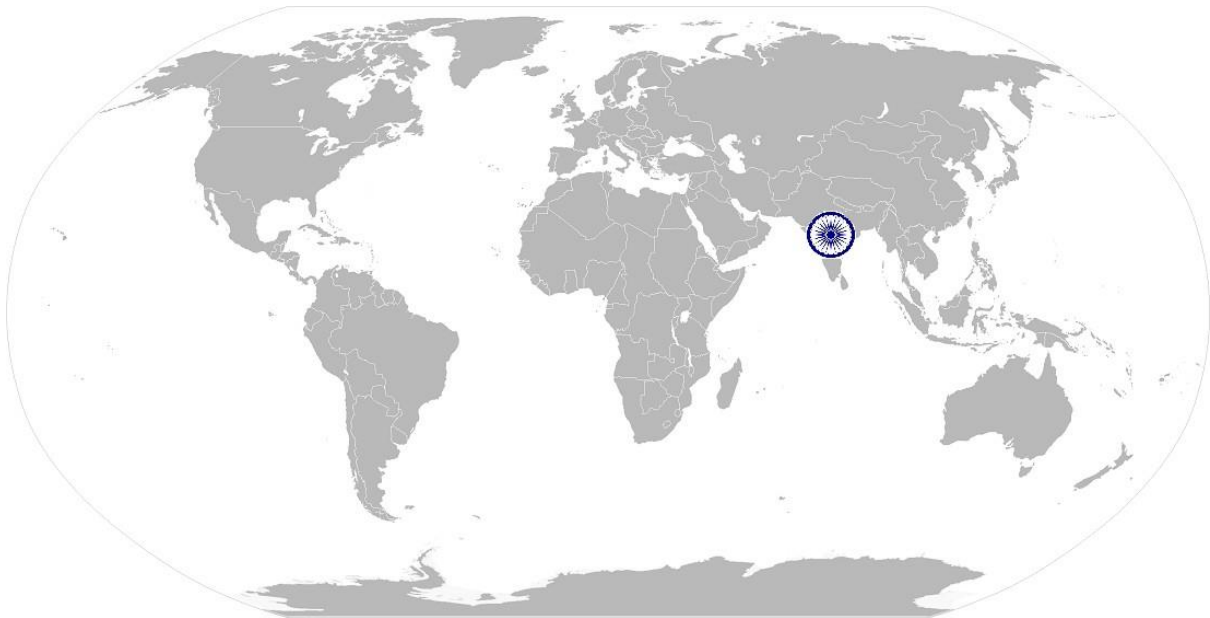
Maintain personal health & safety in FSSM

NOS Version Control

NOS Code	SGJ/N6410		
Credits (NSQF)	TBD	Version number	1.0
Industry	Green Jobs	Drafted on	23/05/2018
Industry Sub-sector	Waste Management	Last reviewed on	30/11/2018
Occupation	Health and safety	Next Review Date	29/11/2020



National Occupational Standard



Overview

This unit covers basic practices that improves the effectiveness of working with co-workers.

SGJ/N0120

Work effectively with co-workers

National Occupational Standard

Unit Code	SGJ/N0120
Unit Title (Task)	Work effectively with co-workers
Description	This unit covers basic practices that improves the effectiveness of working with co-workers
Scope	This unit/task covers the following: <ul style="list-style-type: none"> Working effectively with co-workers
Performance Criteria(PC) w.r.t. the Scope	
Element	Performance Criteria
Working effectively with co-workers	The user/individual on the job should be able to: <ul style="list-style-type: none"> PC1. assist other colleagues in performing tasks in a positive manner where required and possible PC2. consult and assist others to maximize effectiveness and efficiency in carrying out tasks PC3. demonstrate appropriate communication etiquette while working PC4. demonstrate active listening skills while interacting with others at work PC5. demonstrate responsible and disciplined behaviors at the workplace PC6. escalate grievances and problems to appropriate authority as per procedure to resolve them and avoid conflict PC7. ensure collaboration and group participation to achieve common goals
Knowledge and Understanding (K)	
A. Organizational context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> KA1. relevant people and their responsibilities within the work area
B. Technical Knowledge	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> KB1. importance of effective communication in the workplace KB2. importance of teamwork in organizational and individual success KB3. various components of effective communication KB4. key elements of active listening KB5. value and importance of active listening and assertive communication barriers to effective communication KB6. importance of tone and pitch in effective communication KB7. importance of avoiding casual expletives and unpleasant terms while communicating professional circles KB8. how poor communication practices can disturb people, environment and cause problems for the employee, the employer and the customer KB9. key elements and importance of non-verbal communication KB10. importance of ethics for professional success KB11. importance of discipline for professional success KB12. what constitutes disciplined behavior for a working professional KB13. common reasons for interpersonal conflict KB14. importance of developing effective working relationships for professional success KB15. expressing and addressing grievances appropriately and effectively KB16. importance and ways of managing interpersonal conflict effectively KB17. importance of teamwork and collaboration

SGJ/N0120

Work effectively with co-workers

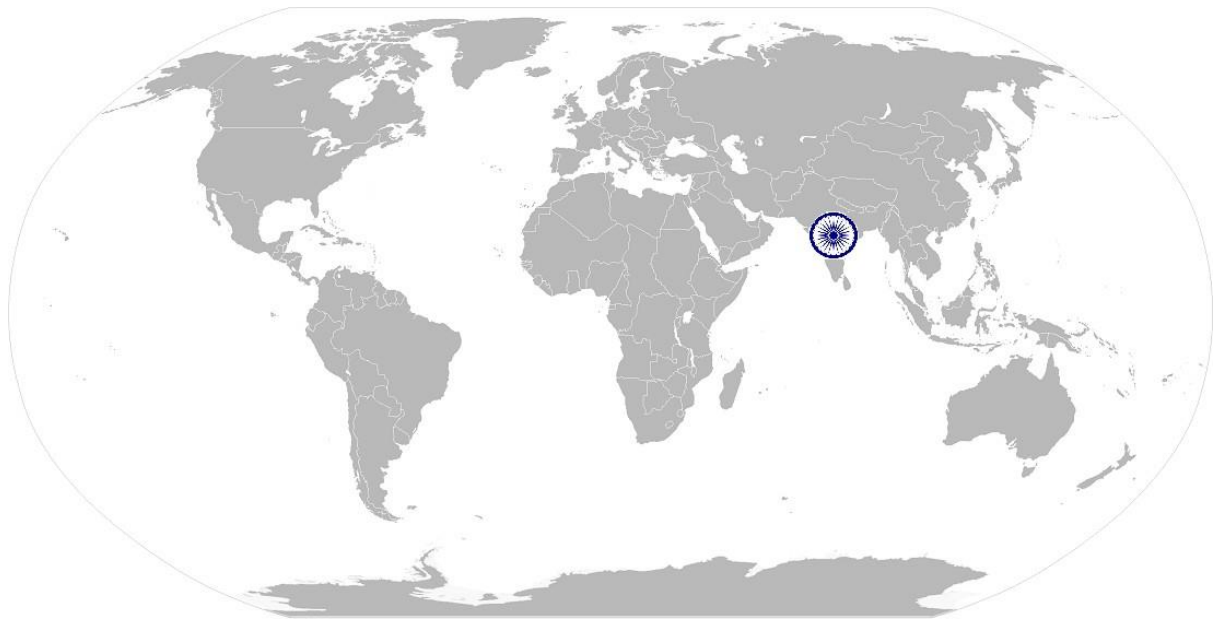
Skills (S)	
A. Core Skills/ Generic Skills	Writing Skills
	The user/ individual on the job needs to know and understand how to: SA1. note the information communicated SA2. record the readings of various parameters in the prescribed format SA3. note down observations related to the activity SA4. write information documents to internal departments/ internal teams
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA5. read from different sources- books, screens in machines and signage SA6. read internal information documents sent by internal teams
B. Professional Skills	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA7. express statements or information clearly so that others can hear and understand SA8. participate in and understand the main points of simple discussions SA9. respond appropriately to any queries SA10. communicate effectively with supervisor, peers and subordinates
	Decision Making
	The user/individual on the job needs to know and understand how to: SB1. follow organization rule-based decision-making process SB2. analyze critical points in day to day tasks and identify control measures to solve the issue SB3. handle issues in case the superior is not available (as per the authority matrix defined by the organization)
	Plan and Organize
	The user/individual on the job needs to know and understand how to: SB4. plan and organize work to meet deadlines SB5. work constructively and collaboratively with others SB6. support the superiors in scheduling tasks
	Customer Centricity
	The user/individual on the job needs to know and understand how to: SB7. follow organization code of conduct SB8. manage relationships with public with intent of satisfying its requirements for service delivery
	Problem Solving
	The user/individual on the job needs to know and understand how to: SB9. recognize problems and search for solutions SB10. choose best methods to complete assigned tasks SB11. approach relevant authority when required
Analytical Thinking	
The user/individual on the job needs to know and understand how to: SB12. apply domain knowledge, observations and data to select course of action to perform tasks	
Critical Thinking	
N.A.	
Reflective Thinking	
The user/individual on the job needs to know and understand how to: SB13: learn from past mistake regarding use of hazardous tools and equipment	

SGJ/N0120

Work effectively with co-workers

NOS Version Control

NOS Code	SGJ/N0120		
Credits (NSQF)	TBD	Version number	1.0
Industry	Green Jobs	Drafted on	23/05/2018
Industry Sub-sector	Waste Management	Last reviewed on	30/11/2018
Occupation	Human Resource Development	Next review date	29/11/2020



“Qualifications Pack for “Faecal Sludge Treatment Plant O&M Technician”

Annexure

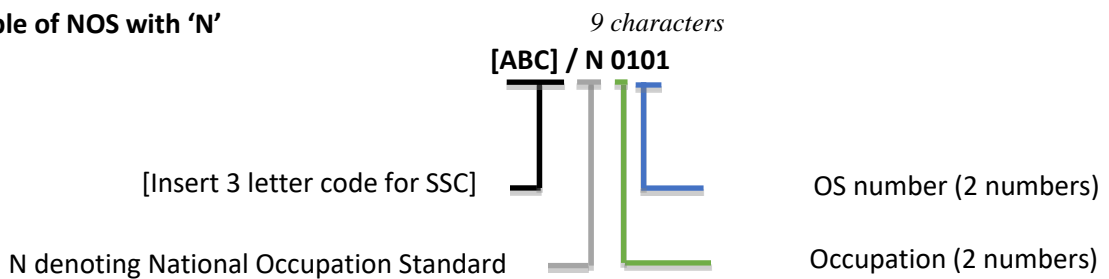
Nomenclature for QP and NOS

Qualifications Pack



Occupational Standard

An example of NOS with ‘N’



“Qualifications Pack for “Faecal Sludge Treatment Plant O&M Technician”

The following acronyms/codes have been used in the nomenclature above:

Sub-sector		Range of Occupation numbers
Renewable Energy (01-35)	Solar Photovoltaic	01-05
	Solar Thermal	06-10
	Wind	11-15
	Hydro	16-20
	Biomass	21-25
	Geothermal	26-30
	All Renewables (Cross-cutting/ Enabling Activities)	31-35
Green Transportation (36 - 40)	Alternative Fuel Transportation	36-40
	Bio-fuels and Farming	40-45
	Other Green Transportation	46-50
Green Construction (51- 60)	Green Buildings	51-55
	Energy Efficiency	56-60
Waste Management (61- 65)	Waste Management	61-65
Water Management (66-70)	Water and Wastewater Management	66-70
Co- Generation (71 - 75)	Co-generation	71-75
Other Green Jobs (76- 99)	Carbon Sinks	76-80
	Environmental Compliance and Sustainability Planning	81-85
	Other Green Jobs	85-99

Sequence	Description	Example
Three letters	Industry name	SGJ
Slash	/	/
Next letter	Whether QP or NOS	N
Next two numbers	Occupation code	01
Next two numbers	OS number	01

“Qualifications Pack for “Faecal Sludge Treatment Plant O&M Technician”

CRITERIA FOR ASSESSMENT OF TRAINEES

Job Role Faecal Sludge Treatment Plant O&M Technician

Qualification Pack SGJ/Q 6404

Sector Skill Council Green Jobs

Guidelines for Assessment

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC.
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.
3. 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 this criterion.
6. To pass the Qualification Pack, every trainee should score a minimum of 70% of aggregate marks to successfully clear the assessment.
7. In case of *unsuccessful completion*, the trainee may seek reassessment on the Qualification Pack

Compulsory NOS		Marks Allocation			
Total Marks: 160		Total Marks	Out Of	Theory	Skills Practical
Assessment outcomes	Assessment Criteria for outcomes				
SGJ/N6415: Carry out operation of FSTP	PC1. collect and deliver sludge samples from sludge vacuum tank to laboratory for verification of system performance	44	5	2	3
	PC2. carry out the visual inspection of equipment at FSTP and document the status		5	2	3
	PC3. carry out the operation of septage receiving station, screening and grit removal, solid and liquid separation unit		7	3	4
	PC4. operate the pumps, blowers, generators, compressors, and other such machinery/equipment required in operation of FSTP		4	2	2
	PC5. facilitate the calibration of process control and instrumentation systems		5	2	3
	PC6. monitor the working of FSTP and fill out daily activity log sheet for reporting any failures		5	2	3
	PC7. prepare relevant reports, summarize the records and provide recommendations for optimizing the FSTP system		5	2	3
	PC8. facilitate and support co-workers in site environmental investigations, field surveys		5	2	3

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	PC9. ensure the cleanliness of work area and equipment		3	1	2
		TOTAL	44	18	26
SGJ/N6416: Carry out routine maintenance of FSTP	PC1. visually inspect the equipment at the FSTP for any damage	41	6	2	4
	PC2. carry out the replacement of worn parts and perform emergency services		6	2	4
	PC3. monitor facilities and equipment in order to identify and repair leaks or other malfunctions		6	2	4
	PC4. perform routine maintenance activities including greasing of moving parts, changing oil etc.		6	2	4
	PC5. perform the maintenance of motors, bearings, flanges, seals and any other equipment of FSTP		6	2	4
	PC6. perform cleaning of work area and equipment		4	1	3
	PC7. prepare the routine maintenance records of the main activities, malfunctions and recommendations as required		6	2	4
		TOTAL	41	13	28
SGJ/N6410: Maintain personal health & safety in FSSM	PC1. display sign boards/caution such as “Work in progress” or “Danger” to avoid accidents related to use of sharp tools and equipment	40	6	2	4
	PC2. Identify contact person when workplace safety policies are violated		5	2	3
	PC3. provide information about incident/violation		4	2	2
	PC4. identify the location of first aid materials and administer first-aid		3	1	2
	PC5. identify personal safety hazards or work site hazards		3	1	2
	PC6. identify the personal protection equipment required for specific work activity and location		4	1	3
	PC7. attend safety drills organised by the company or any other authority		3	1	2
	PC8. demonstrate safe and accepted practices for personal protection		5	2	3
	PC9. learn first-aid procedure		3	1	2
	PC10. use insect repellents and safe drinking water		4	2	2
		TOTAL	40	15	25
SGJ/N0120: Work effectively with co-worker	PC1. assist other colleagues in performing tasks in a positive manner where required and possible	35	5	2	3
	PC2. consult and assist others to maximize effectiveness and efficiency in carrying out tasks		5	2	3

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	PC3. demonstrate appropriate communication etiquette while working		5	2	3
	PC4. demonstrate active listening skills while interacting with others at work		5	2	3
	PC5. demonstrate responsible and disciplined behaviors at the workplace		5	2	3
	PC6. escalate grievances and problems to appropriate authority as per procedure to resolve them and avoid conflict		5	2	3
	PC7. ensure collaboration and group participation to achieve common goals		5	2	3
		TOTAL	35	14	21

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