

# Model Curriculum

## 1. Assistant Oxy Fuel Gas Cutter

**SECTOR: CAPITAL GOODS**

**SUB-SECTOR: MACHINE TOOLS, DIES, MOULDS AND PRESS TOOLS, PLASTICS MANUFACTURING MACHINERY, TEXTILE MANUFACTURING MACHINERY, PROCESS PLANT MACHINERY, ELECTRICAL AND POWER MACHINERY, LIGHT ENGINEERING GOODS**

**OCCUPATION: WELDING AND CUTTING**

**REF ID: CSC/Q0201, V1.0**

**NSQF LEVEL: 2**



## Certificate

### CURRICULUM COMPLIANCE TO QUALIFICATION PACK – NATIONAL OCCUPATIONAL STANDARDS

is hereby issued by the

**CAPITAL GOODS SKILL COUNCIL**

for the

**MODEL CURRICULAM**

Complying to National Occupational Standards of  
Job Role/ Qualification Pack: 'Assistant Oxy Fuel Gas Cutter' QP No. 'CSC/ Qo2o1 NSQF Level 2'

Date of Issuance: July 12<sup>th</sup>, 2016

Valid up to : Aug 30<sup>th</sup>, 2016

\*Valid up to the next review date of the Qualification Pack, or the  
Valid up to' date mentioned above (whichever is earlier)



Authorised Signatory  
(Capital Goods Skills Council)

## TABLE OF CONTENTS

|                                       |    |
|---------------------------------------|----|
| 1. Curriculum.....                    | 01 |
| 2. Trainer Prerequisites.....         | 07 |
| 3. Annexure: Assessment Criteria..... | 08 |

# Assistant Oxy Fuel Gas Cutter

## CURRICULUM / SYLLABUS

This program is aimed at training candidates for the job of a “Assistant Oxy Fuel Gas Cutter”, in the “Capital Goods” Sector/Industry and aims at building the following key competencies amongst the learner

|   |  |                            |  |
|---|--|----------------------------|--|
| <b>Program Name</b>                                   | <b>Assistant Oxy Fuel Gas Cutter</b>   |                            |  |
| <b>Qualification Pack Name &amp; Reference ID. ID</b> | CSC/Q0201, v1.0  |                            |  |
| <b>Version No.</b>                                    | 1.0  | <b>Version Update Date</b> |  |
| <b>Pre-requisites to Training</b>                     | 5th Standard passed, preferably  |                            |  |
| <b>Training Outcomes</b>                              | <p><b>After completing this programme, participants will be able to:</b></p> <ul style="list-style-type: none"> <li>• <b>Work safely:</b> state the importance of safe working practices at the workplace, and comply with health and safety legislation, regulations and other guidelines.</li> <li>• <b>Prepare for cutting operation:</b> identify oxy fuel gas cutting accessories and their functions, arrange the oxy fuel gas cutting setup and test the equipment for any malfunction or leakages and prepare surface for cutting operation.</li> <li>• <b>Carry out the cutting operation, and test for accuracy:</b> cut the metal piece to the required shape as per the specification by using oxy fuel gas setup and range of hand tools to ensure that the final product meets tolerance requirement.</li> <li>• <b>Deal with contingency:</b> adherence to standard operating procedure in case of equipment failure or hazards arising out of gas cutting equipment during the operation.</li> <li>• <b>Basic health and safety practices at the workplace:</b> identify risks and hazards at workplace, use of PPE, and apply good housekeeping practices, etc.,</li> <li>• <b>Work effectively with others:</b> effectively communicate with others and demonstrate good ethical practices and discipline</li> </ul> |                            |  |

This course encompasses 3 out of 3 National Occupational Standards (NOS) of “Assistant Oxy Fuel Gas Cutter” Qualification Pack issued by “Capital Goods Skill Council”.

| Sr. No. | Module   | Key Learning Outcomes   | Equipment Required  |
|---------|--|---|---|
| 1       | <p><b>Introduction</b></p> <p><b>Theory Duration</b><br/>(hh:mm)<br/>03:00</p> <p><b>Practical Duration</b><br/>(hh:mm)<br/>00:00</p> <p><b>Corresponding NOS Code</b><br/>Bridge Module</p>               | <ul style="list-style-type: none"> <li>State the various opportunities available in fabrication industry</li> <li>Describe the role and responsibilities of a oxy fuel cutter</li> <li>Explain various types of cutting process used in the fabrication industry</li> <li>Classify materials and state their properties and composition</li> <li>List advantages and disadvantages of various metal cutting methods</li> <li>Explain the principle and application of oxy fuel gas cutting</li> <li>Compare oxy fuel gas welding and cutting</li> </ul>   | <p>Training Kit (PowerPoint, Trainer Guide)</p>   |
| 2       | <p><b>Work safely</b></p> <p><b>Theory Duration</b><br/>(hh:mm)<br/>10:00</p> <p><b>Practical Duration</b><br/>(hh:mm)<br/>02:00</p> <p><b>Corresponding NOS Code</b><br/>CSC/N0201</p>                    | <ul style="list-style-type: none"> <li>Explain importance of safe working practices at the work place</li> <li>Apply electrical safety practices at the work place</li> <li>Explain and comply with health and safety legislation, regulations and other guidelines</li> <li>Follow general safety practices at the workplace</li> <li>Identify hazards at the workplace and take corrective actions to avoid such hazards</li> <li>Follow the stated procedure for material handling</li> <li>State the causes of fire and demonstrate methods to control fire accidents</li> <li>List the personal protective equipment (PPE) required for gas cutting operation</li> <li>Wear suggested personal protective equipment correctly</li> <li>Follow the safety recommendations while handling oxy fuel gas set up</li> </ul> | <p>Training kit (Trainer guide, PowerPoint)</p> <p>Leather apron;<br/>leather gloves;<br/>welding screen – helmet type;<br/>hand screen welding;<br/>safety shoes;<br/>fire extinguisher- dry powder type;<br/>fire bucket with sand and first aid kit</p>                            |
| 3       | <p><b>Prepare for cutting operations</b></p> <p><b>Theory Duration</b><br/>(hh:mm)<br/>10:00</p> <p><b>Practical Duration</b><br/>(hh:mm)<br/>25:00</p> <p><b>Corresponding NOS Code</b><br/>CSC/N0201</p> | <ul style="list-style-type: none"> <li>Read drawings to interpret specification and cutting procedure</li> <li>Identify oxy fuel gas set up, accessories and their functions</li> <li>Identify oxygen and acetylene cylinders by colour coding</li> <li>Connect accessories to oxygen and acetylene cylinders – regulators, hoses, clamps etc.,</li> <li>Select right sized nozzle and connect to the torch</li> <li>Check for any leakages in the system. Use of soap solution to detect acetylene leakage and fresh water for oxygen</li> </ul>   | <p>Training kit (Trainer guide, PowerPoint)</p> <p>Oxygen cylinder - 7m<sup>3</sup>,<br/>acetylene cylinder- 6 m<sup>3</sup>,<br/>oxygen pressure regulator;<br/>acetylene pressure regulator;<br/>flashback arrestors;<br/>cutting torch;<br/>rubber hoses;<br/>cutting nozzles;</p> |

| Sr. No. | Module   | Key Learning Outcomes  | Equipment Required  |
|---------|--|--|---|
|         |  | <p>leakage</p> <ul style="list-style-type: none"> <li>Operate pressure regulators and set correct pressure for oxygen and acetylene</li> <li>State the purpose of cutting aids like, spade guide, small circle cutting attachment, radius guide, circle cutting attachment, bevel guide</li> <li>Explain various types of flames and their application</li> <li>Generate neutral flame i.e. balanced flame, oxidizing flame (excess oxygen) and carburizing flame (excess acetylene) by varying oxygen supply</li> <li>Carry out gas cutting using a neutral flame on a test piece</li> <li>Use other tools required for gas cutting operation</li> <li>Prepare work area by cleaning the table and organize all the tools and equipment required</li> </ul> | <p>trolley to secure oxygen and acetylene cylinders; chain to secure oxygen and acetylene cylinders; lighter/ flint; spanner set; spindle key; non return valves; spade guides; radius guide; bevel guide; gas welding/ cutting table 822 cm x 92 cm x 60 cm; surface plate; scribe - 15 cm; dividers 20 cm; calliper outside 15 cm; prick punch; chisel cold flat - 19 mm; centre punch - 9 mm x 127 mm; rule 60 cm; two fold; brass topped to read inches and mm; hammer scaling 0.25 kg with handle; steel rule - 30 cm to read inch and millimetre; Vernier calliper - digital - 0-150 mm; ball peen hammer with handle - 0.25 kg; cross peen hammer with handle - 0.25 kg; holding tongs - 30 cm; wire brush - 15 cm x 3.7 cm and double ended spanner</p> |
| 4       | <p><b>Carryout cutting operation and test for accuracy</b></p> <p><b>Theory Duration</b><br/>(hh:mm)<br/>20:00</p> | <ul style="list-style-type: none"> <li>Read drawing to interpret procedure and cutting tolerance</li> <li>Select the right sized tip based on the plate thickness to be cut</li> <li>Check connection of the accessories, and ensure that there is no gas leakage in the system</li> <li>Perform cutting operation on sheet/ pipe/</li> </ul>  | <p>Training kit (Trainer guide, PowerPoint)<br/>Tools and equipment as mentioned above</p>  |

| Sr. No. | Module  | Key Learning Outcomes  | Equipment Required   |
|---------|---|--|--|
|         | <p><b>Practical Duration</b><br/>(hh:mm)<br/>55:00</p> <p><b>Corresponding NOS Code</b><br/>CSC/N0201</p>   | <p>tube/ bar/ rod as per the drawing, which may include down hand straight cut, straight cuts, angled cuts, bevelled edge welding preparation</p> <ul style="list-style-type: none"> <li>Produce thermal cuts in low carbon steels</li> <li>State the possible defects that may occur, and take corrective action</li> <li>Remove slag</li> <li>Measure the cut part for accuracy. The accuracy should be within + 2 mm</li> </ul>   |  |
| 5       | <p><b>Deal with contingencies</b></p> <p><b>Theory Duration</b><br/>(hh:mm)<br/>05:00</p> <p><b>Practical Duration</b><br/>(hh:mm)<br/>10:00</p> <p><b>Corresponding NOS Code</b><br/>CSC/N0201</p> | <ul style="list-style-type: none"> <li>Able to communicate with superiors regarding malfunctioning of any component in the setup</li> <li>Seek assistance from superiors in case of any difficulty</li> <li>Take necessary actions in case of following emergencies: <ul style="list-style-type: none"> <li>✓ contact with heat, sparks, molten metal or direct contact</li> <li>✓ fire/ explosion caused by gas leaks</li> <li>✓ sustained back fire in blow pipe</li> </ul> </li> <li>State relevant legislation, standards, policies and procedures followed in the organization</li> <li>Know the key purpose of the organization</li> <li>Know various departments and their functions</li> <li>Understand the work flow and own role in the work flow</li> <li>Understand hierarchy and protocols</li> <li>Read and interpret information correctly</li> <li>Fill appropriate forms</li> <li>Perform numerical calculations</li> <li>Participate in on-the-job learning, training and development, interventions and assessments</li> <li>Use problem solving skills</li> <li>Explain the importance of planning and organizing day-to-day activities</li> <li>Develop analytical thinking capabilities</li> <li>Critically evaluate the work done</li> <li>State the importance of team work</li> </ul> | <p>Training kit (Trainer guide, PowerPoint)</p> <p>Oxy-acetylene gas cutting setup</p>   |
| 6       | <p><b>Health and safety</b></p> <p><b>Theory Duration</b><br/>(hh:mm)<br/>10:00</p> <p><b>Practical Duration</b></p>  | <ul style="list-style-type: none"> <li>Explain the importance of personal protective equipment (PPE) required for gas cutting operation</li> <li>State the causes for accidents</li> <li>Identify job site hazardous work and state possible causes of risk or accident at the workplace</li> </ul>  | <p>Training kit (Trainer guide, PowerPoint)</p> <p>Leather gloves, leather apron, welding screen – helmet types, hand screen welding and</p> |

| Sr. No. | Module  | Key Learning Outcomes  | Equipment Required  |
|---------|---|--|---|
|         | (hh:mm)<br>08:00<br><br><b>Corresponding NOS Code</b><br>CSC/N1335  | <ul style="list-style-type: none"> <li>Explain the importance of '5S' at the workplace</li> </ul>  | safety shoes  |
| 7       | <b>Fire Safety</b><br><br><b>Theory Duration</b><br>(hh:mm)<br>05:00<br><br><b>Practical Duration</b><br>(hh:mm)<br>30:00<br><br><b>Corresponding NOS Code</b><br>CSC/N1335                                 | <ul style="list-style-type: none"> <li>Explain types of fires - Class A, B, C and D</li> <li>Select appropriate fire extinguisher to control fire</li> <li>Use PASS method to operate a fire extinguisher</li> <li>Follow fire safety signs and safe evacuation method in case of a fire</li> <li>Identify the location of assembly point, fire exit, fire alarm</li> <li>Follow reporting procedure in case of a fire</li> </ul>  | Training kit (Trainer guide, PowerPoint)<br><br>Class A, B, C, D and K fire extinguishers |
| 8       | <b>Emergencies, rescue and first aid procedure</b><br><br><b>Theory Duration</b><br>(hh:mm)<br>09:00<br><br><b>Practical Duration</b><br>(hh:mm)<br>18:00<br><br><b>Corresponding NOS Code</b><br>CSC/N1335 | <ul style="list-style-type: none"> <li>Follow electrical safety procedures</li> <li>Use approved method to rescue a person from electrocution</li> <li>State the importance of first aid</li> <li>Identify the contents of a first aid kit and their application</li> <li>Administer first aid in case of bleeding, burns, choking, electrical shock, poisoning, etc.</li> <li>Use of CPR process</li> <li>Bandage wounds</li> <li>Explain stages of crisis and crisis management</li> <li>Prepare an incident report</li> </ul>                               | Training kit (Trainer guide, PowerPoint)<br><br>First aid kit with all contents           |
| 9       | <b>Work effectively with others</b><br><br><b>Theory Duration</b><br>(hh:mm)<br>20:00<br><br><b>Practical Duration</b><br>(hh:mm)<br>60:00<br><br><b>Corresponding NOS Code</b><br>CSC/N1336                | <ul style="list-style-type: none"> <li>Explain the importance of team work and team dynamics</li> <li>State 4Cs of working in a team</li> <li>Explain types of communication</li> <li>Apply effective communication technique</li> <li>Overcome barriers to effective communication</li> <li>Demonstrate active listening skills</li> <li>Demonstrate good customer service skills</li> <li>Explain the importance of ethical behaviour in your day-to-day work</li> <li>State the importance of discipline in life and apply the same at workplace</li> </ul> | Training kit (Trainer guide, PowerPoint)  |



| Sr. No. | Module   | Key Learning Outcomes   | Equipment Required |
|---------|--|---|--------------------|
| 10      | <p><b>Final Assessment</b></p> <p><b>Theory Duration</b><br/>(hh:mm)<br/>04:00</p> <p><b>Practical Duration</b><br/>(hh:mm)<br/>06:00</p> <p><b>Corresponding NOS Code</b></p> | <ul style="list-style-type: none"> <li>To test skills and knowledge</li> </ul>  |                    |
|         | <p><b>Total Duration</b></p> <p><b>Theory Duration</b><br/><b>94:00</b></p> <p><b>Practical Duration</b><br/><b>217:00</b></p>   | <p><b>Unique Equipment Required:</b><br/>Leather gloves; leather apron; welding screen - helmet type; hand screen welding; safety shoes; fire extinguishers - dry powder fire extinguisher; fire bucket with sand, first aid kit; gas cutting equipment with all accessories; surface plate - standard size; scribe - 15 cm; dividers 20 cm; calliper outside 15 cm; prick punch; chisel cold flat - 19 mm; centre punch - 9 mm x 127 mm; rule 60 cm; two fold; brass topped to read inches and mm; hammer scaling 0.25 kg with handle; steel rule - 30 cm to read inch and millimetre; Vernier calliper (digital) - 0-150 mm; ball peen hammer with handle - 0.25 kg; cross peen hammer with handle - 0.25 kg; holding tongs - 30 cm; wire brush - 15 cm x 3.7 cm and double ended spanner</p> |                    |

Grand Total Course Duration: **310 Hours, 0 Minutes**

(This syllabus/ curriculum has been approved by [Capital Goods Skill Council](#))

## Trainer Prerequisites for Job role: “Assistant Oxy Fuel Gas Cutter” mapped to Qualification Pack: “CSC/Q0201 v1.0”

| Sr. No. | Area                                      | Details   |
|---------|---|---|
| 1       | <b>Description</b>                        | Perform manual oxy-fuel cutting for a range of standard cutting job requirements using oxy-fuel gas. This is for a skilled cutter who can cut carbon steels in the basic positions.   |
| 2       | <b>Personal Attributes</b>                | Basic communication, numerical and computational abilities. Openness to learning, ability to plan and organize own work and identify and solve problems in the course of working. Understanding the need to take initiative and manage self and work to improve efficiency and effectiveness. |
| 3       | <b>Minimum Educational Qualifications</b> | Diploma /Degree in Mechanical Engineering   |
| 4a      | <b>Domain Certification</b>               | Certified for Job Role: “Assistant Oxy Fuel Gas Cutter” mapped to QP: “CSC/Q0201, v1.0”. Minimum accepted score is 80%  |
| 4b      | <b>Platform Certification</b>             | Recommended that the Trainer is certified for the Job Role: “Trainer”, mapped to the Qualification Pack: “SSC/Q1402”. Minimum accepted 70 % as per respective SSC guidelines is 70%.  |
| 5       | <b>Experience</b>                         | <ul style="list-style-type: none"> <li>3-4 years of industry experience in the relevant field</li> <li>3-4 years of teaching experience</li> </ul>  |

### Annexure: Assessment Criteria

|                             |                                      |
|-----------------------------|--------------------------------------|
| <b>Assessment Criteria</b>  |                                      |
| <b>Job Role</b>             | <b>Assistant Oxy Fuel Gas Cutter</b> |
| <b>Qualification Pack</b>   | <b>CSC/Q0201, v1.0</b>               |
| <b>Sector Skill Council</b> | <b>Capital Goods Skill Council</b>   |

| <b>Sr. No.</b> | <b>Guidelines for Assessment</b>  |
|----------------|---|
| 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              | Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training centre(as per assessment criteria below)  |
| 4              | Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on this criteria  |
| 5              | To pass the Qualification Pack, every trainee should score a minimum of 60% in aggregate and 40% in each NOS  |
| 6              | The marks are allocated PC wise; however, every NOS will carry a weight age in the total marks allocated to the specific QP   |

| Assessable Outcome  | Assessment Criteria  | Total Mark (300) | Out Of | Marks Allocation |                  |
|---|--|------------------|--------|------------------|------------------|
|   |  |                  |        | Theory           | Skills Practical |
| <b>1.CSC/N0203<br/>Manually cut metal and metal alloys using oxy-fuel gas</b> | PC1. work safely at all times, complying with health and safety legislation, regulations and other relevant guidelines                           | <b>100</b>       | 3      | 1                | 2                |
|   | PC2. take necessary safety precautions for gas cutting operations including equipment, processes and checks                                      |                  | 2      | 0                | 2                |
|   | PC3. interpret cutting procedure data sheets specifications  |                  | 3      | 1                | 2                |
|   | PC4. check regulators, hoses and check that valves are securely connected and free from leaks and damage   |                  | 2      | 0                | 2                |
|   | PC5. check equipment is calibrated and approved for use  |                  | 2      | 0                | 2                |
|   | PC6. check/fit the correct size gas nozzle to the torch  |                  | 2      | 0                | 2                |
|   | PC7. ensure preheat and oxygen holes on the tips are clean   |                  | 2      | 0                | 2                |
|   | PC8. check that a flashback arrestor is fitted   |                  | 2      | 0                | 2                |
|   | PC9. set appropriate gas pressures   |                  | 2      | 0                | 2                |
|   | PC10. use the correct procedure for lighting, adjusting and extinguishing  |                  | 3      | 1                | 2                |
|   | PC11. adjust torch valve for type of flame such as neutral, carburizing and oxidizing  |                  | 2      | 0                | 2                |
|   | PC12. follow sequence of operations such as pre-heating material and initiating cut  |                  | 3      | 1                | 2                |
|   | PC13. mark out the locations for cutting accurately and as per requirement   |                  | 3      | 1                | 2                |
|   | PC14. use appropriate and safe procedures for handling and storing of gas cylinders  |                  | 3      | 1                | 2                |
|   | PC15. prepare the work area for the cutting activities   |                  | 2      | 0                | 2                |
|   | PC16. obtain the appropriate tools and equipment for the oxy-fuel gas cutting operations, and check that they are in a safe and usable condition |                  | 2      | 0                | 2                |
|   | PC17. check that the oxy-fuel gas cutting equipment is set up for the operations to be performed   |                  | 2      | 0                | 2                |
|   | PC18. adjust cylinder valves and adjust regulator for operating pressure to achieve specifications for required operations                       |                  | 3      | 1                | 2                |
|   | PC19. where appropriate, mark out the components for the required operations, using appropriate tools and techniques                             |                  | 2      | 0                | 2                |
|   | PC20. perform trial cut to check for cut defects   |                  | 3      | 0                | 3                |
|   | PC21. operate the oxy-fuel gas cutting equipment to produce items/cut shapes to the dimensions and profiles specified                            |                  | 5      | 1                | 4                |
|   | PC22. use various types of oxy-fuel gas cutting methods  |                  | 4      | 0                | 4                |
|   | PC23. perform various cutting operations correctly   |                  | 4      | 0                | 4                |

| Assessable Outcome  | Assessment Criteria   | Total Mark (300) | Out Of     | Marks Allocation |                  |
|---|---|------------------|------------|------------------|------------------|
|   |   |                  |            | Theory           | Skills Practical |
|   | PC24. produce thermal cuts in various forms of material (metal of 3mm and above)  |                  | 4          | 0                | 4                |
|   | PC25. produce cut profiles for various type of materials  |                  | 3          | 0                | 3                |
|   | PC26. produce thermally-cut components which meet specified quality criteria  |                  | 4          | 1                | 3                |
|   | PC27. recognize and correct burnback and flashback  |                  | 3          | 1                | 2                |
|   | PC28. detect and correct defects in cut   |                  | 2          | 0                | 2                |
|   | PC29. ensure the work area is left in a safe and tidy condition on completion of the cutting activities   |                  | 2          | 0                | 2                |
|   | PC30. check that the finished components meet the standard required   |                  | 3          | 1                | 2                |
|   | PC31. use appropriate methods and equipment to check the quality, and that all dimensional and geometrical aspects of the cut material are to the specification                       |                  | 4          | 1                | 3                |
|   | PC32. identify various cutting defects and follow organization recommended procedures to address them   |                  | 3          | 1                | 2                |
|   | PC33. report any difficulties or problems that may arise with the cutting activities, and carry out any agreed actions  |                  | 2          | 0                | 2                |
|   | PC34. detect equipment malfunctions and deal with them appropriately  |                  | 2          | 0                | 2                |
|   | PC35. deal promptly and effectively with problems within their control, and seek help and guidance from the relevant people if they have problems that they cannot resolve            |                  | 2          | 0                | 2                |
|   | PC36. shut down and make safe the cutting equipment on completion of the cutting activities   |                  | 2          | 0                | 2                |
|   | PC37. in case of emergencies follow standard emergency procedures   |                  | 3          | 1                | 2                |
|   | <b>Total</b>  |                  | <b>100</b> | <b>14</b>        | <b>86</b>        |
| <b>2.CSC/ 1335<br/>Use basic health and safety practices at the workplace</b> | PC1. use protective clothing/equipment for specific tasks and work conditions   | <b>100</b>       | 5          | 2                | 3                |
|   | PC2. state the name and location of people responsible for health and safety in the workplace   |                  | 3          | 1                | 2                |
|   | PC3. state the names and location of documents that refer to health and safety in the workplace   |                  | 3          | 1                | 2                |
|   | PC4. identify job-site hazardous work and state possible causes of risk or accident in the workplace  |                  | 5          | 2                | 3                |
|   | PC5. carry out safe working practices while dealing with hazards to ensure the safety of self and others state methods of accident prevention in the work environment of the job role |                  | 4          | 2                | 2                |
|   | PC6. state location of general health and safety equipment in the workplace   |                  | 3          | 2                | 1                |
|   | PC7. inspect for faults, set up and safely use steps  |                  | 5          | 2                | 3                |

| Assessable Outcome                       | Assessment Criteria  | Total Mark (300) | Out Of     | Marks Allocation |                  |
|--|--|------------------|------------|------------------|------------------|
|  |  |                  |            | Theory           | Skills Practical |
|  | and ladders in general use   |                  |            |                  |                  |
|  | PC8. work safely in and around trenches, elevated places and confined areas  |                  | 5          | 2                | 3                |
|  | PC9. lift heavy objects safely using correct procedures  |                  | 5          | 2                | 3                |
|  | PC10. apply good housekeeping practices at all times   |                  | 4          | 2                | 2                |
|  | PC11. identify common hazard signs displayed in various areas  |                  | 5          | 2                | 3                |
|  | PC12. retrieve and/or point out documents that refer to health and safety in the workplace   |                  | 3          | 1                | 2                |
|  | PC13. use the various appropriate fire extinguishers on different types of fires correctly   |                  | 4          | 1                | 3                |
|  | PC14. demonstrate rescue techniques applied during fire hazard   |                  | 4          | 1                | 3                |
|  | PC15. demonstrate good housekeeping in order to prevent fire hazards   |                  | 3          | 1                | 2                |
|  | PC16. demonstrate the correct use of a fire extinguisher   |                  | 4          | 1                | 3                |
|  | PC17. demonstrate how to free a person from electrocution  |                  | 4          | 1                | 3                |
|  | PC18. administer appropriate first aid to victims where required eg. in case of bleeding, burns, choking, electric shock, poisoning etc.                                     |                  | 4          | 1                | 3                |
|  | PC19. demonstrate basic techniques of bandaging  |                  | 3          | 1                | 2                |
|  | PC20. respond promptly and appropriately to an accident situation or medical emergency in real or simulated environments   |                  | 4          | 1                | 3                |
|  | PC21. perform and organize loss minimization or rescue activity during an accident in real or simulated environments   |                  | 3          | 1                | 2                |
|  | PC22. administer first aid to victims in case of a heart attack or cardiac arrest due to electric shock, before the arrival of emergency services in real or simulated cases |                  | 3          | 1                | 2                |
|  | PC23. demonstrate the artificial respiration and the CPR Process   |                  | 3          | 1                | 2                |
|  | PC24. participate in emergency procedures  |                  | 3          | 2                | 1                |
|  | PC25. complete a written accident/incident report or dictate a report to another person, and send report to person responsible   |                  | 4          | 1                | 3                |
|  | PC26. demonstrate correct method to move injured people and others during an emergency   |                  | 4          | 1                | 3                |
|  | <b>Total</b>   |                  | <b>100</b> | <b>36</b>        | <b>64</b>        |
| <b>3.CSC/N1336 Work effectively with</b> | PC1. accurately receive information and instructions from the supervisor and fellow workers, getting clarification where required  | <b>100</b>       | 10         | 3                | 7                |
|  | PC2. accurately pass on information to authorized  |                  | 10         | 3                | 7                |

| Assessable Outcome | Assessment Criteria   | Total Mark (300) | Out Of     | Marks Allocation |                  |
|--------------------|---|------------------|------------|------------------|------------------|
|                    |   |                  |            | Theory           | Skills Practical |
| <b>others</b>      | persons who require it and within agreed timescale and confirm its receipt  |                  |            |                  |                  |
|                    | PC3. give information to others clearly, at a pace and in a manner that helps them to understand                        |                  | 10         | 3                | 7                |
|                    | PC4. display helpful behavior by assisting others in performing tasks in a positive manner, where required and possible |                  | 10         | 3                | 7                |
|                    | PC5. consult with and assist others to maximize effectiveness and efficiency in carrying out tasks                      |                  | 10         | 3                | 7                |
|                    | PC6. display appropriate communication etiquette while working  |                  | 10         | 3                | 7                |
|                    | PC7. display active listening skills while interacting with others at work  |                  | 10         | 3                | 7                |
|                    | PC8. use appropriate tone, pitch and language to convey politeness, assertiveness, care and professionalism             |                  | 10         | 3                | 7                |
|                    | PC9. demonstrate responsible and disciplined behaviors at the workplace   |                  | 10         | 3                | 7                |
|                    | PC10. escalate grievances and problems to appropriate authority as per procedure to resolve them and avoid conflict     |                  | 10         | 3                | 7                |
|                    |   | <b>Total</b>     |            | <b>100</b>       | <b>30</b>        |
|                    | <b>Grand Total</b>  | <b>300</b>       | <b>300</b> | <b>117</b>       | <b>183</b>       |
|                    | <b>Percentage Weightage:</b>  |                  |            | <b>39</b>        | <b>61</b>        |
|                    | <b>Minimum Pass% to qualify (aggregate):</b>  |                  |            | <b>60</b>        |                  |