GJSCi
Gem & Jewellery Skill Council of India

N·S·D·C
National Skill Development Corporation

CONTENTS

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 - Final Shaper and Calibrator – Gemstone Processing

SECTOR: GEMS & JEWELLERY

SUB-SECTOR: Gemstone processing

OCCUPATION: Gemstone final shaping & Calibrating

REFERENCE ID: G&J/Q6603

ALIGNED TO: NCO-2015/7313.1602

Brief Job Description: The individual works with high-speed rotating scaife machines with diamond or steel laps in order to give the pre-shaped gemstone the final shape as per planned weight and size. Final-shaping determines the shape, size and weight of the final stone. The final-shaper gives the final shape to a gemstone so that it is ready for faceting and/or polishing as per the customer's requirement of exact shape, size and weight. Shaping, sizing and calibrating the pre-shaped gemstone are an essential part of final-shaper's role.

Personal Attributes: The job requires the individual to have: attention to details; good eyesight; steady grip; ability to work in a process driven team, for prolonged hours in noisy environment and in seated position with patience. The individual must avert machine failures, errors and avoid safety hazards.

Job Details

Qualifications Pack Code	G&J/Q6603		
Job Role	Final Shaper and Calibrator – Gemstone Processing		
Credits (NSQF)	TBD	Version number	2.0
Sector	Gems & Jewellery	Drafted on	28/08/2016
Sub-sector	Gemstone Processing	Last reviewed on	17/01/2018
Occupation	Gemstone final shaping & Calibrating	Next review date	17/01/2022
NSQC Clearance on*	DD/MM/YYYY		

* only after clearance from NSQC

Job Role	Final Shaper and Calibrator – Gemstone Processing
Role Description	Grinding final shape of the pre-shaped gemstone as per plan, for further polishing or faceting
NSQF level	4
Minimum Educational Qualifications*	8th Standard
Maximum Educational Qualifications*	Not applicable
Training (Suggested but not mandatory)	Gemstone Pre-shaping
Minimum job entry age	21 years
Experience	Minimum 3 years as Pre-shaper
Applicable National Occupational Standards (NOS)	**Compulsory:** 1. G&J/N6601 Dop the gemstone 2. G&J/N6604 Give final shape to gemstone and calibrate 3. G&J/N9901 Coordinate with others 4. G&J/N9902 Maintain health and safety at workplace
Performance Criteria	As described in the relevant OS units

| 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 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 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 (OS)	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.
Knowledge and Understanding	Knowledge and understanding are statements which together specify the technical, generic, professional and organizational specific knowledge that an individual needs in order 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 the context of the OS, these include communication related skills that are applicable to most job roles.

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Acronyms

Keywords /Terms	Description
NOS	National Occupational Standard(s)
NSQF	National Skills Qualifications Framework
QP	Qualifications Pack

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National Occupational Standard
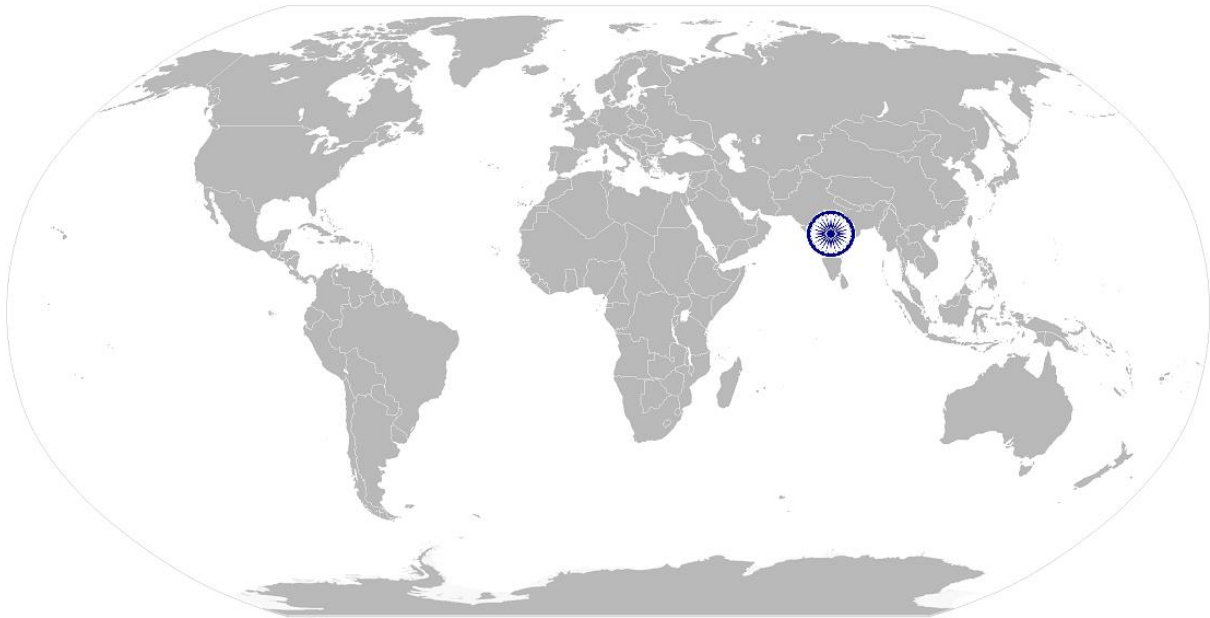
Overview

This unit is about fixing the stone securely on a dop stick, metal or wooden, in order to prepare it for pre-shaping, faceting or polishing.

G&J/N6601   **Dop the gemstone**

Unit Code	G&J/N6601
Unit Title (Task)	**Dop the gemstone**
Description	This OS unit is about fixing the rough-cut or pre-shaped gemstone securely on the dop for pre-shaping, faceting or polishing.
Scope	This unit/task covers the following: • Fixing the gemstone on dop • Ensuring Productivity

Performance Criteria(PC) w.r.t. the Scope	
Element	**Performance Criteria**
Fixing the gemstone on dop	To be competent, the user/individual on the job must be able to: PC1. match the stone type, weight and number as mentioned on the bag received from supervisor PC2. check the assortment of stones for shape, size, softness PC3. interpret the plan for the stone as per job sheet for stone to be aligned PC4. align the stone with accuracy PC5. make correct selection of appropriate dop and material for fixing PC6. maintain appropriate level of heating so that stone does not change colour PC7. achieve scratch-free doping PC8. achieve secure setting
Ensuring Productivity	PC9. ensure timely delivery to facet maker or shaper PC10. achieve number of dops prepared per day as per target given PC11. deliver damage-free output with minimum hazards

| Knowledge and Understanding (K)	
A. Organizational Context (knowledge of the company/organisation and its process)	The user/individual on the job needs to know and understand: KA1. company's policies on: acceptable limits of stone loss, incentives, delivery standards, safety and hazards, integrity and personnel management KA2. non-disclosure of "confidential information" provided by the company either orally or in writing marked as confidential KA3. liability arising out of loss, theft or inadvertent disclosure of confidential information KA4. work flow involved in gemstone processing of company KA5. importance of the individual's role in the workflow KA6. reporting structure KA7. the issuing and returning procedures followed by the company for rough gemstones KA8. gemstone processing objective of the company, e.g. maximizing yield, maximizing clarity, etc.

G&J/N6601   **Dop the gemstone**

B. Technical Knowledge	The user/individual on the job needs to know and understand: KB1. different types of stones, the family of stone and their properties, particularly, with respect to heat and pressure sensitivity KB2. the assortment of stones for shape, size, softness KB3. how to fix the stone on dop as per job sheet KB4. different types of dops used as per gemstone type KB5. uses of different qualities of wax and lac for fixing, their merits and demerits KB6. potential work hazards, particularly, when using heating lamps
Skills (S) [Optional]	
A. Core Skills/ Generic Skills	**Writing Skills**
	The user/ individual on the job needs to know and understand how to: SA1. document reports, and loss of gemstones
	Reading Skills
	SA2. read the stone type, the family it belongs to and its properties SA3. read notes, signs and instructions on job sheet SA4. read company rules and compliance documents required to complete
	Oral Communication (Listening and Speaking skills)
	SA5. receive instructions and materials from reporting supervisor SA6. discuss task lists, schedules, and work-loads with co-workers SA7. share work load when multiple deliverables are required
B. Professional Skills	**Decision Making**
	The user/individual on the job needs to know and understand: SB1. make decisions pertaining to the concerned area of work SB2. make decisions on the use of type of dop, e.g., metal or wooden for the process involved
	Plan and Organize
	SB3. plan and organize the doping process
	Customer Centricity
	N.A.
	Problem Solving
	SB4. report about dops and tools shortage to supervisor SB5. resolve problems about alignment and work process with facet maker, polisher or preshaper
	Analytical Thinking
	SB6. visualize and map the final form of the stone

G&J/N6601   **Dop the gemstone**

	Critical Thinking
	SB7. anticipate process disruption and reasons for delay
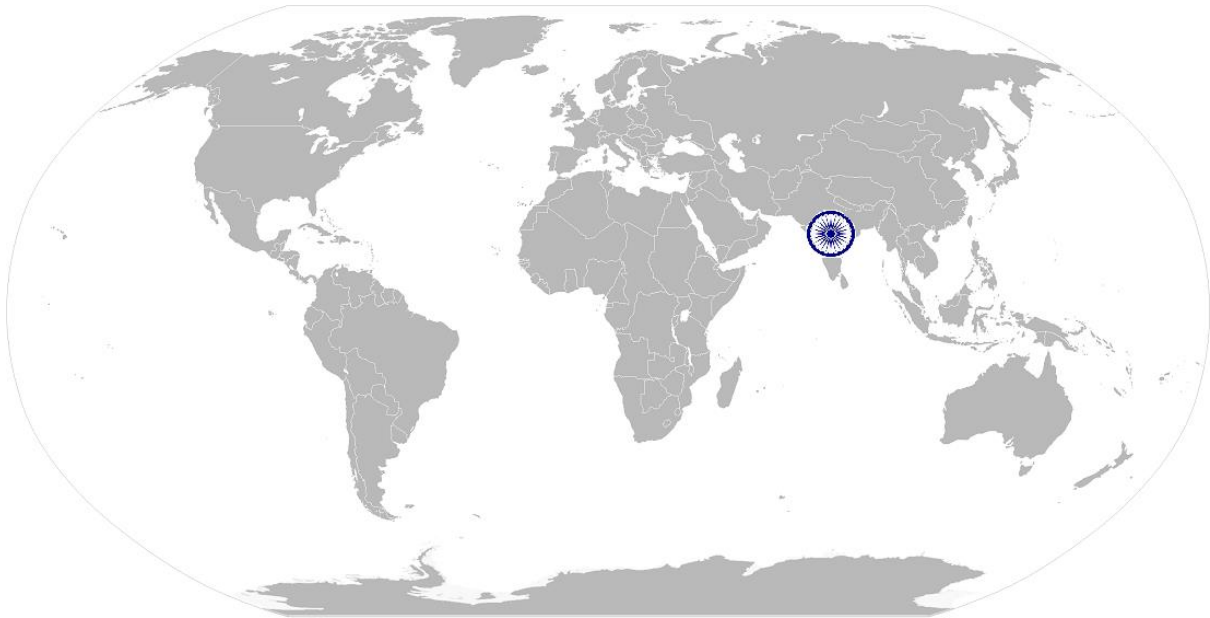
NOS Version Control

NOS Code	G&J/N6601		
Credits (NSQF)	TBD	Version number	2.0
Industry	Gems & Jewellery	Drafted on	28/08/2016
Industry Sub-sector	Gemstone Processing	Last reviewed on	17/01/2018
Occupation	Gemstone final shaping & Calibrating	Next review date	17/01/2022

G&J/N6604   **Give final shape to gemstone and calibrate**
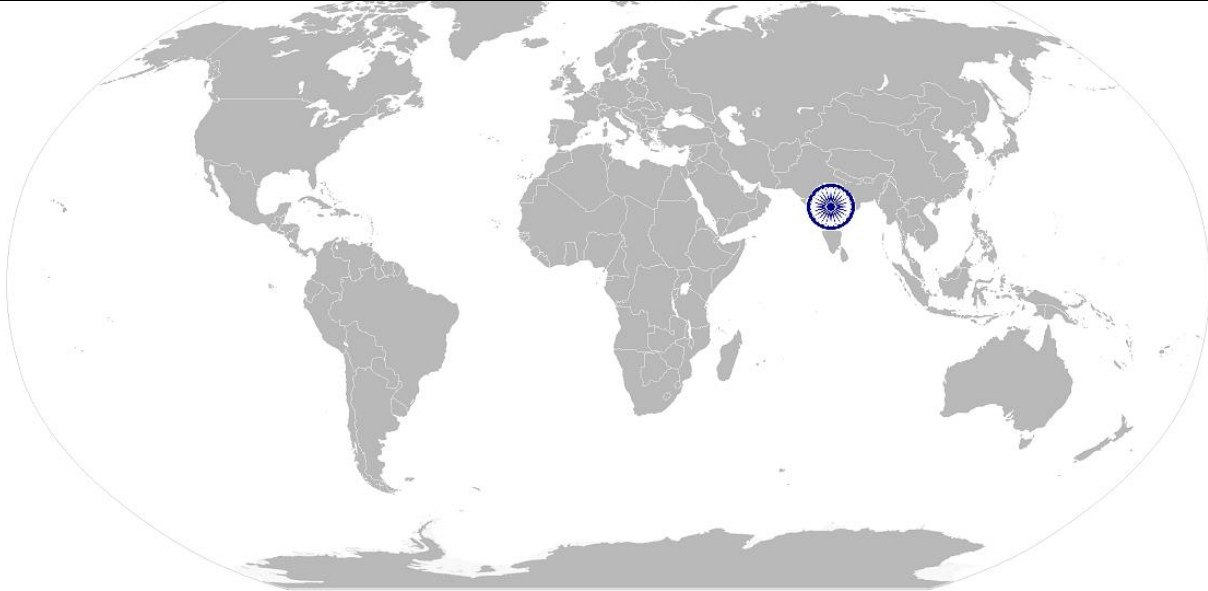
National Occupational Standard

Overview

This unit is about grinding the final shape of the gemstone as per plan and calibrate to the dimensions of size and weight as planned for further polishing or faceting. Final-shaping is important because it defines the final parameters of the stone that can be achieved.

G&J/N6604   **Give final shape to gemstone and calibrate**

Unit Code	G&J/N6604
Unit Title (Task)	**Give final shape to gemstone and calibrate**
Description	This OS unit is about giving final shape to the pre-shaped gemstone and set its shape, size and weight for further processing as cabochon polishing or facet polishing
Scope	This unit/task covers the following: • Collecting the bag of gemstones from supervisor • Final shaping and calibrating • Achieving productivity • Handling problems

Performance Criteria(PC) w.r.t. the Scope	
Element	**Performance Criteria**
Collecting the bag of gemstones from supervisor	To be competent, the user/individual on the job must be able to: PC1. match the stone type, weight and number as mentioned on the bag PC2. follow shaping requirement as per plan PC3. determine the angles at which the doped stones have to be shaped to achieve the final shape such as round brilliant, marquise, square, princess oval, heart, baguette, emerald, briolette, pear, trilliant, octagon etc.
Final shaping and calibrating	PC4. achieve number of final-shaped gemstones generated with shape as planned PC5. calibrate in accord with the size, dimension and weight as per plan PC6. identify correct lap and powder used PC7. achieve desired number of QC approved stones PC8. deliver hazard free output
Achieving Productivity	PC9. achieve number and carats of stones shaped per day against target given PC10. achieve stone loss within prescribed limits, particularly, in precious stones
Handling problems	PC11. delivery of shaped stone in time by reporting problems faced or anticipated well in advanced

| Knowledge and Understanding (K)	
A. Organizational Context (knowledge of the company/organisation and its process)	The user/individual on the job needs to know and understand: KA1. company's policies on: acceptable limits of stone loss, incentives, delivery standards, safety and hazards, integrity and personnel management KA2. non-disclosure of "confidential information" provided by the company either orally or in writing marked as confidential KA3. liability arising out of loss, theft, or inadvertent disclosure of confidential information KA4. work flow involved in gemstone processing of company KA5. importance of the individual's role in the workflow KA6. reporting structure

National Occupational Standard

G&J/N6604   **Give final shape to gemstone and calibrate**

B. Technical Knowledge	The user/individual on the job needs to know and understand:
	KB1. basic gemology and properties of different types of stones, the families they belong to
	KB2. different types of gemstones such as precious, semi-precious, synthetic
	KB3. market value of stone to understand the rationale for different acceptable levels of stone loss
	KB4. origin of the stone, i.e., which mine, particularly, precious stones to read the softness or hardness as developed from precedence of use
	KB5. how to give final-shape to stones on scaifes and laps
	KB6. many different types of laps available in terms of material such as diamond or steel or the grits
	KB7. how the faceting mill works
	KB8. to use water jet and keep the stone cool
	KB9. to work in a safe environment, i.e., without injuries
	KB10. market demand, i.e., popular shapes in demand
Skills (S) [Optional]	
A. Core Skills/ Generic Skills	**Writing Skills**
	The user/ individual on the job needs to know and understand how to:
	SA1. report stone losses via documentation as per company policy
	SA2. report any incidents of high stone loss via documentation as per company policy
	Reading Skills
	SA3. read height, weight, dimensions of the stones to pre-shape as given on job sheets
	SA4. read company rules and compliance documents required to complete the work
	Oral Communication (Listening and Speaking skills)
	SA5. receive instructions and materials from reporting supervisor
	SA6. discuss task lists, schedules, and work-loads with co-workers
	SA7. share work load when multiple deliverables are required
	SA8. give feedback to supervisor or polisher on any specific stone handling requirement
B. Professional Skills	**Decision Making**
	The user/individual on the job needs to know and understand:
	SB1. decide on correct selection of scaife and powdered lap to use for the stone type
	Plan and Organize
	SB2. plan and organize the work bench to achieve set target

G&J/N6604   **Give final shape to gemstone and calibrate**

|	
	Customer Centricity
	N.A.
	Problem Solving
	SB3. report to supervisor, the shortage of dops, powder and laps SB4. report to supervisor about machine failure SB5. minimize stone loss below the prescribed limits
	Analytical Thinking
	SB6. assess the angles at which the doped stones have to be shaped to achieve the final shape such as round brilliant, marquise, square, princess oval, heart, baguette, emerald, briolette, pear, trilliant, octagon SB7. improve work processes for greater productivity
	Critical Thinking
	SB8. spot process disruption and reasons for delay
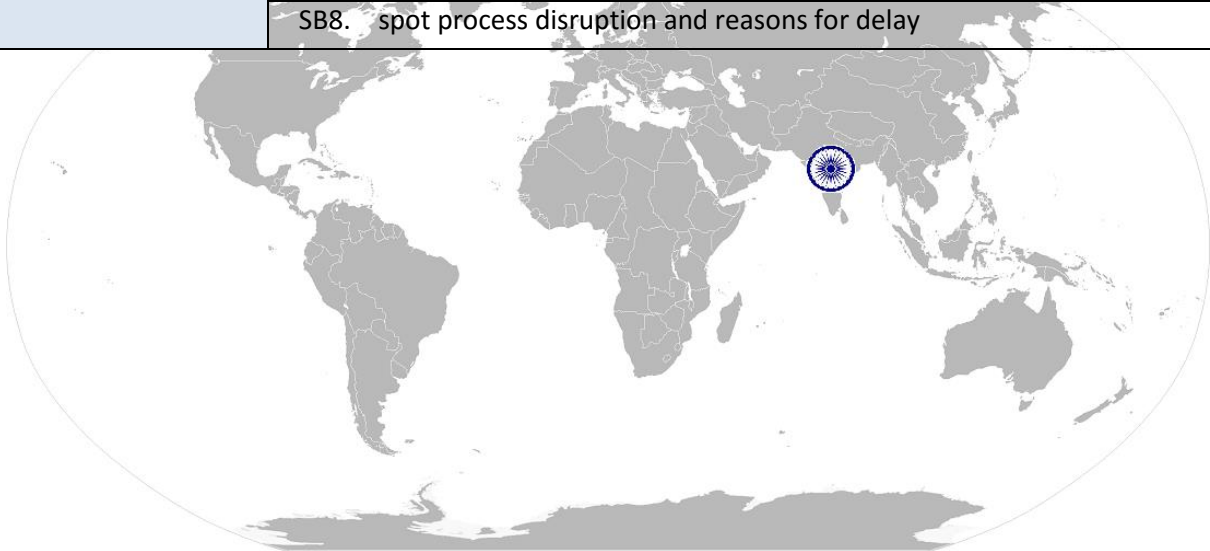
NOS Version Control

NOS Code	G&J/N6604		
Credits (NSQF)	TBD	Version number	2.0
Industry	Gems & Jewellery	Drafted on	28/08/2016
Industry Sub-sector	Gemstone Processing	Last reviewed on	17/01/2018
Occupation	Gemstone final shaping & Calibrating	Next review date	17/01/2022

G&J/N9901   **Coordinate with others**
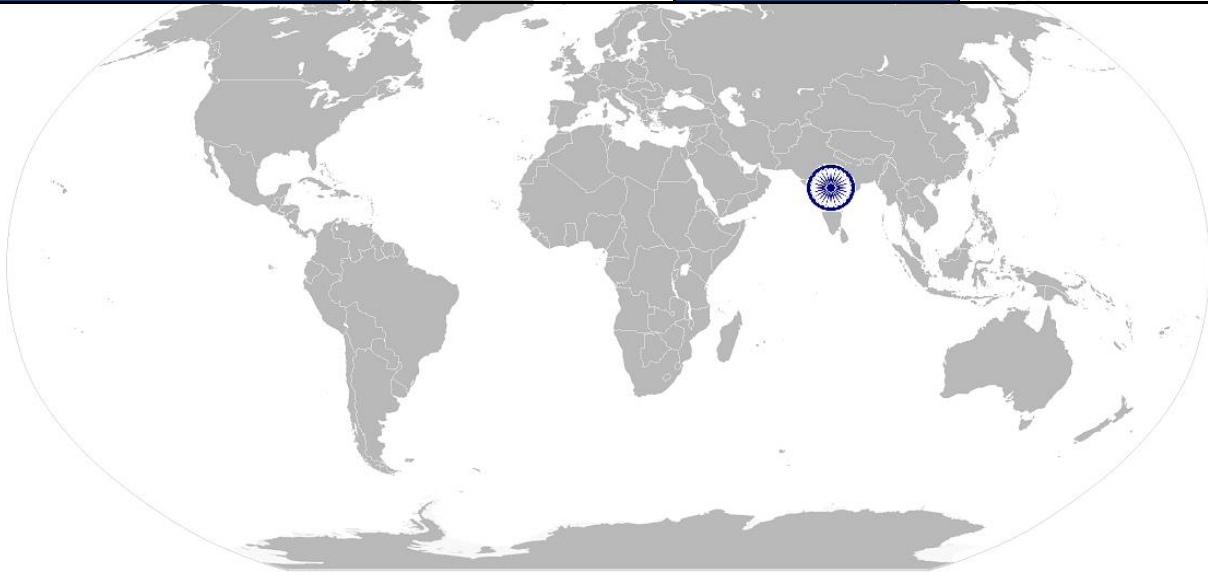
National Occupational Standard
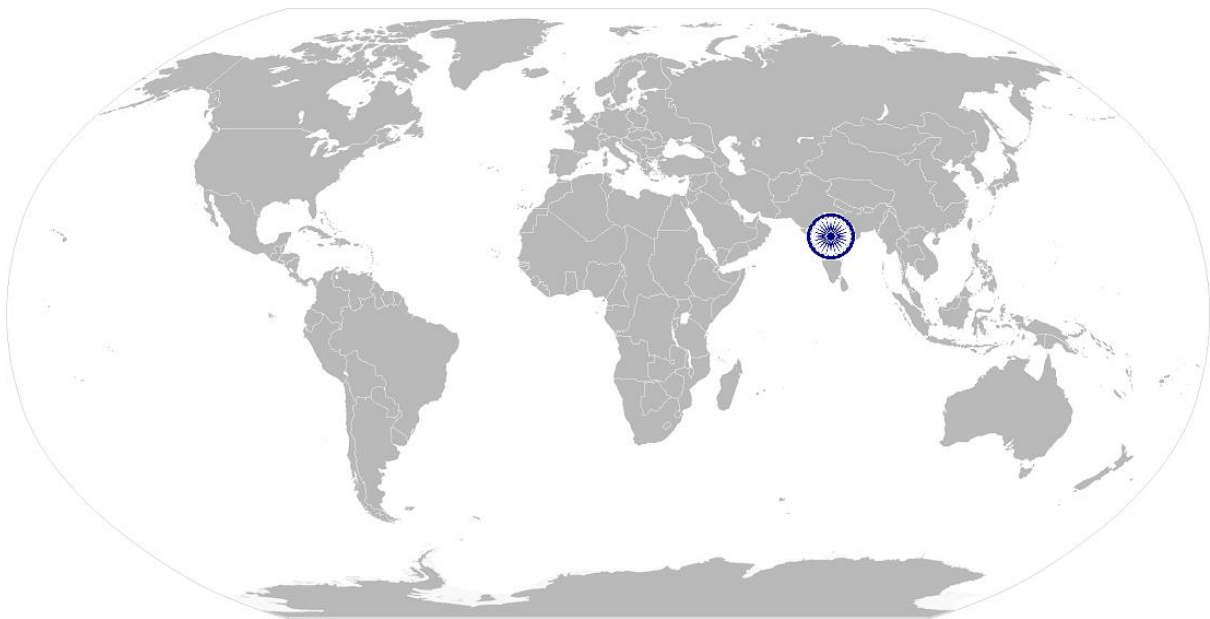
Overview

This unit is about team work and communication with colleagues or clients. It determines the coordination capability of an individual to work as a team member, share work and multi-task in order to achieve the deliverables as per schedule.

National Occupational Standard

Unit Code	G&J/N9901
Unit Title (Task)	Coordinate with others
Description	This OS unit is about communicating with colleagues, seniors and outside parties in order to achieve the deliverables on schedule
Scope	This unit/task covers the following: • Interacting with supervisor • Interacting with colleagues within and outside the department • Interacting with outside parties

Performance Criteria(PC) w.r.t. the Scope

Element	Performance Criteria
Interacting with supervisor	To be competent, the user/individual on the job must be able to: PC1. coordinate for receiving work instructions and raw materials from reporting supervisor PC2. communicate to the reporting supervisor about process flow improvements, product defects received from previous process, repairs and maintenance of tools and machinery as required PC3. communicate to the reporting supervisor about operation details and hazards PC4. interact with supervisor regarding compliance of company policy and rules
Interacting with colleagues within and outside the department	PC5. coordinate with colleagues to share work, as per the workload in order to achieve team goals PC6. communicate and discuss work flow related difficulties in order to find solutions with mutual agreement PC7. coordinate and receive feedback from quality control department PC8. resolve conflicts by communicating with colleagues and other departments PC9. coordinate with colleagues regarding multitasking in other departments with requirements
Interacting with outside parties	PC10. adhere to nondisclosure policy of the company in all outside coordination

Knowledge and Understanding (K)

| A. Organizational Context (knowledge of the company/organisation and its process) | The user/individual on the job needs to know and understand:
KA1. company's policies on: preferred language of communication, reporting and escalation policy, quality delivery standards, and personnel management
KA2. company's policies on non-disclosure of "confidential information" provided by the company either orally or in writing marked as confidential
KA3. liability arising out of loss, theft or inadvertent disclosure of confidential information
KA4. reporting structure |

B. Technical Knowledge	The user/individual on the job needs to know and understand:
	KB1. various categories of people that one is required to communicate and coordinate within the organization
	KB2. importance of effective communication in the workplace like expressing and addressing grievances appropriately and effectively
	KB3. importance of teamwork in organization and individual success
	KB4. various components of effective communication
	KB5. barriers to effective communication
	KB6. common reasons for interpersonal conflict
	KB7. what constitutes disciplined behavior for a working professional

Skills (S) [Optional]

A. Core Skills/ Generic Skills	**Writing Skills**
	The user/ individual on the job needs to know and understand how to:
	SA1. write instructions, remarks, job sheets, basic information, technical details etc. in preferred local language of communication and English
	Reading Skills
	SA2. read preferred language of communication as prescribed by the company
	SA3. read job sheets and interpret technical details mentioned in the job sheet
	Oral Communication (Listening and Speaking skills)
	SA4. discuss task lists, schedules, and work-loads with co-workers
	SA5. be a good listener
	SA6. be effective in communicating the issues faced to the supervisor
	SA7. avoid using jargon, slang or acronyms when communicating
B. Professional Skills	**Decision Making**
	The user/individual on the job needs to know and understand:
	SB1. spot and communicate potential areas of disruptions to work process and report the same
	SB2. report to supervisor or deal with a colleague individually, depending on the type of concern
	Plan and Organize
	SB3. to plan work for maximum productivity
	SB4. to plan and organize the schedule for maintenance of tools and machines
	Customer Centricity
	SB5. convey accurate information to all internal as well as external customers
	Problem Solving
	SB6. how to handle critical situations caused due to communication issues at workplace and solve problems without blaming others

G&J/N9901   **Coordinate with others**

	Analytical Thinking
	SB7. analyse the work processes by interacting with others and adopting best practices SB8. use prior experience to observe and reflect for development of ideas
	Critical Thinking
	SB9. think through the problem, evaluate the possible solution(s) and suggest an optimum /best possible solution(s) SB10. deal with clients lacking the technical background to solve the problem on their own SB11. spot process disruptions and delays and report and communicate with solutions SB12. identify immediate or temporary solutions to resolve delays SB13. apply, analyze, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to thought and action
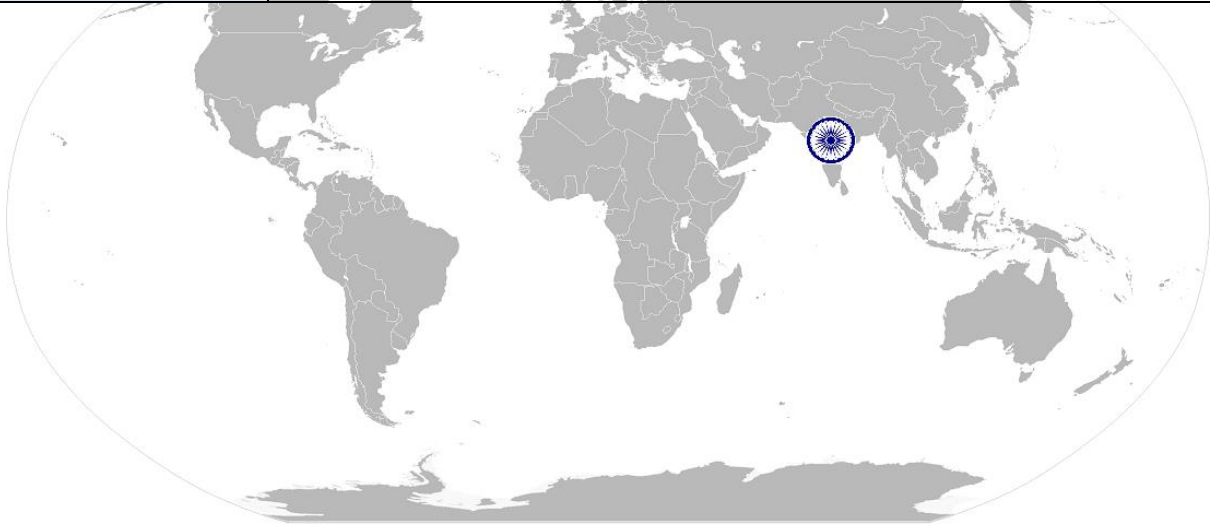
NOS Version Control

NOS Code	G&J/N9901		
Credits (NSQF)	TBD	Version number	2.0
Industry	Gems & Jewellery	Drafted on	28/08/2016
Industry Sub-sector	Gemstone Processing	Last reviewed on	17/01/2018
Occupation	Gemstone final shaping & Calibrating	Next review date	17/01/2022
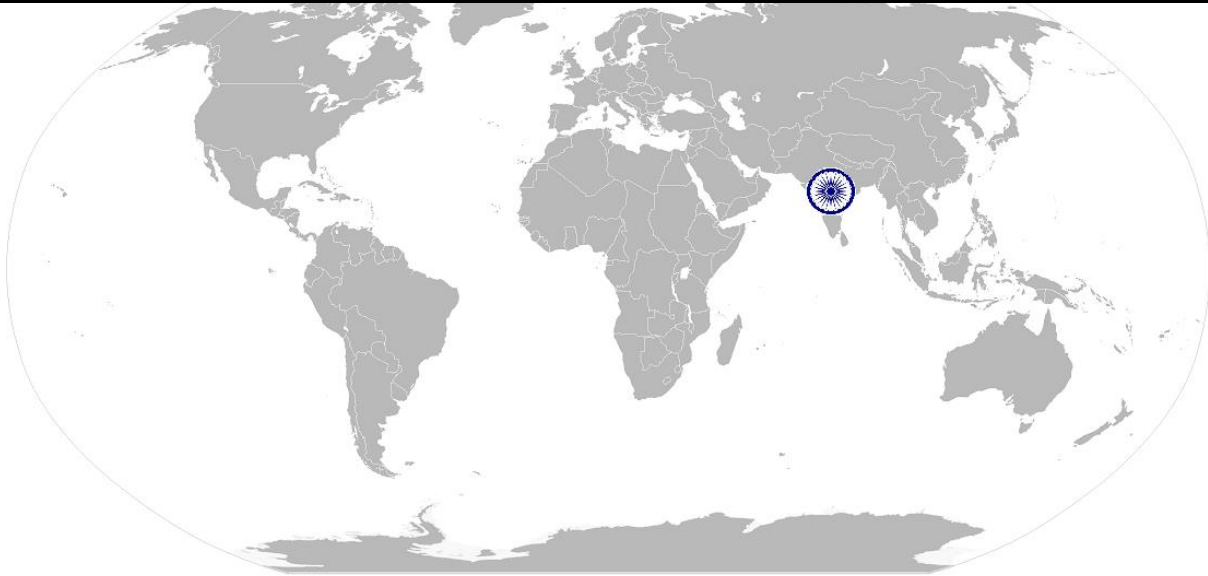
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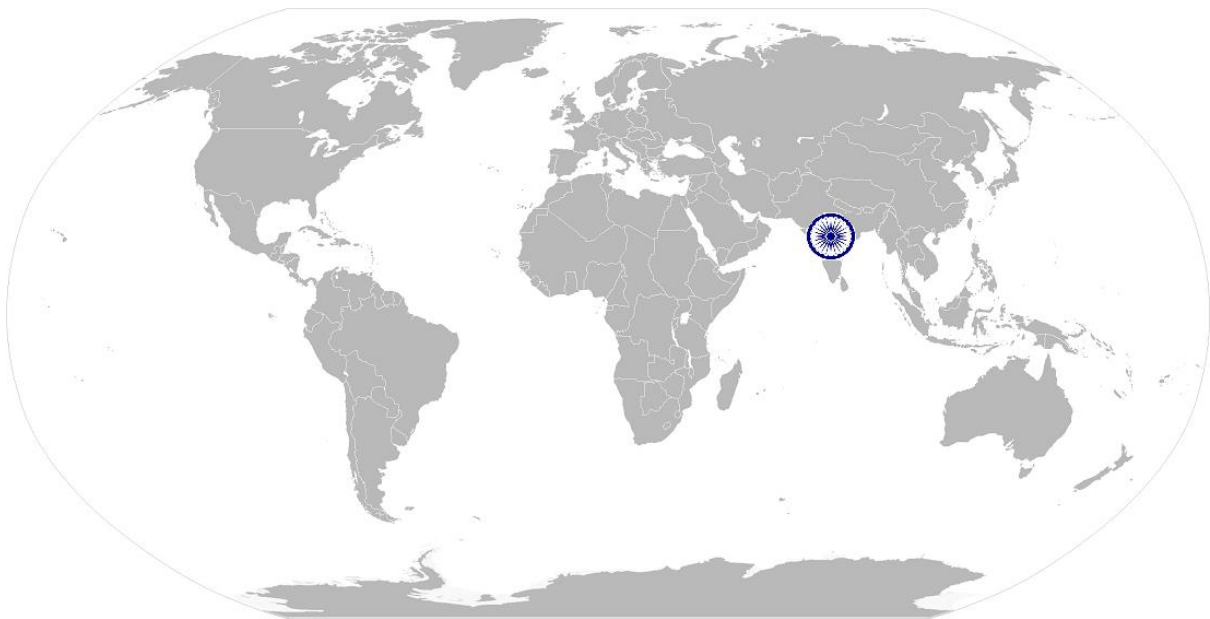
Overview

This unit is about commitment towards reporting potential hazards, taking preventive measures to avoid accidents at work place, to maintain health and safety of self and colleagues.

G&J/N9902   **Maintain health and safety at workplace**

Unit Code	G&J/N9902
Unit Title (Task)	Maintain health and safety at workplace
Description	This OS unit is about being aware of, communicating and taking steps towards minimizing potential hazards and dangers of accidents on the job and maintaining health and safety at workplace
Scope	This unit/task covers the following: • Health and safety in work area • Fire safety • Emergencies, rescue and first aid procedures

Performance Criteria(PC) w.r.t. the Scope

Element	Performance Criteria
Health and safety in work area	To be competent, the user/individual on the job must be able to: PC1. identify and use appropriate protective clothing/equipment for specific tasks and work PC2. identify hazardous job activities in his/her job and communicate the possible causes of risks or accidents in the workplace PC3. carry out safe working practices while dealing with hazards to ensure safety of self and others PC4. identify and avoid doing any tasks or activities in a wrong posture PC5. practice appropriate working postures to minimise occupational health related issues
Fire safety	PC6. use the appropriate fire extinguishers on different types of fire PC7. demonstrate rescue techniques applied during fire hazard PC8. demonstrate good housekeeping in order to prevent fire hazards PC9. demonstrate the correct use of any fire extinguisher
Emergencies, rescue and first aid procedures	PC10. provide appropriate first aid procedure to victims wherever required eg.in case of bleeding, burns, choking, electric shock etc. PC11. respond promptly and appropriately to an accident or medical emergency PC12. participate in emergency procedures such as raising alarm, safe evacuation etc.,

Knowledge and Understanding (K)

| A. Organizational Context (knowledge of the company/organisation and its process)	The user/individual on the job needs to know and understand: KA1. company's policies on: safety and hazards and personnel management KA2. names and location of documents that refer to health and safety in work place KA3. reporting structure

National Occupational Standard

G&J/N9902   **Maintain health and safety at workplace**

B. Technical Knowledge	The user/individual on the job needs to know and understand:
	KB1. meaning of "hazards" and risks
	KB2. health and safety hazards commonly present in the work place and related precautions
	KB3. various dangers associated with usage of electrical equipment
	KB4. preventative and remedial actions to be taken in case of exposure to toxic material
	KB5. methods of accident prevention
	KB6. how different chemicals react and the related hazards
	KB7. how to use machines and tools without causing any accident
	KB8. importance of using protective clothing/ equipment while working
	KB9. precautionary activities to prevent the fire accident
	KB10. various causes of fire
	KB11. techniques of using different fire extinguishers
	KB12. different materials used for extinguishing fire
	KB13. rescue techniques applied during a fire hazard
	KB14. various types of safety signs and what they mean
	KB15. appropriate basic first aid treatment relevant to condition e.g. bleeding, minor burns, eye injuries etc.,
	KB16. casualty lifting in case of an accident caused to a person
Skills (S) [Optional]	
A. Core Skills/ Generic Skills	**Writing Skills**
	The individual on the job needs to know and understand how to: N.A.
	Reading Skills
	SA1. read and comprehend basic content to read labels, charts, signage SA2. read and comprehend basic English to read manuals of operations
	Oral Communication (Listening and Speaking skills)
	SA3. communicate effectively the risk of not following safety measures
B. Professional Skills	**Decision Making**
	The user/individual on the job needs to know and understand: SB1. respond to emergencies/accidents, by taking an apt and timely decision
	Plan and Organize
	SB2. organize work schedule, work area, tools, equipment and material to minimize health and safety risk
	Customer Centricity
	N. A.
	Problem Solving

G&J/N9902   **Maintain health and safety at workplace**

	SB3. ensure apt action in case of any emergencies, accidents or fire at the work location
	Analytical Thinking
	SB4. analyse untoward incidents from the past and implement correct use of machines, tools or hazardous chemicals
	Critical Thinking
	SB5. critically analyse the processes carried out by self and by colleagues in the department to spot potential hazards and safety issues
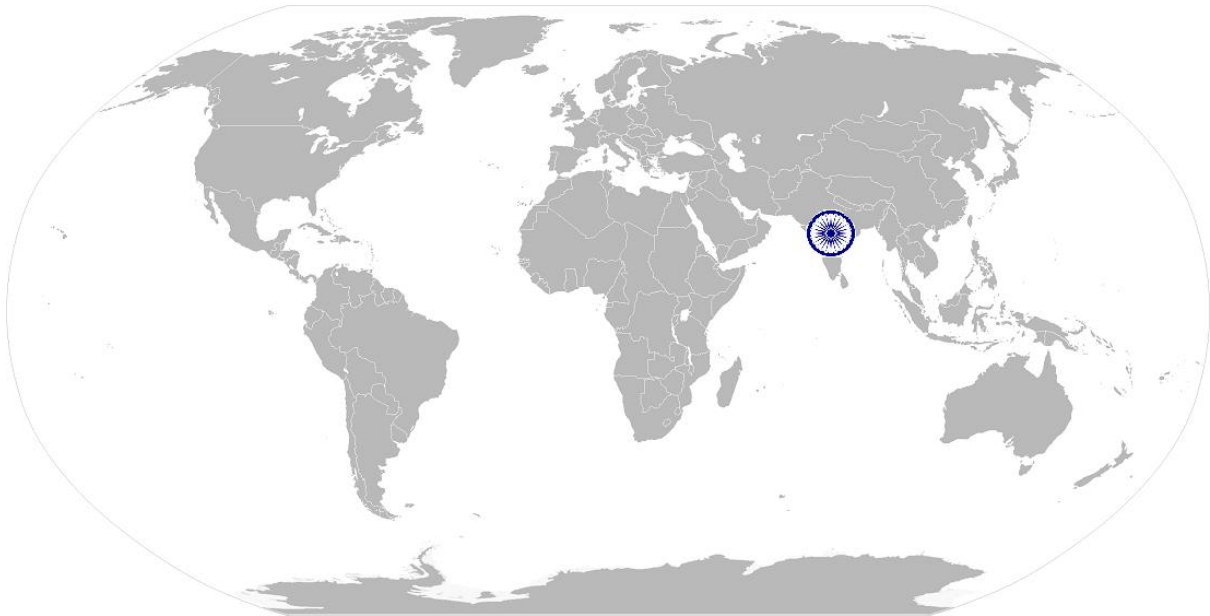
NOS Version Control

NOS Code	G&J/N9902		
Credits (NSQF)	TBD	Version number	2.0
Industry	Gems & Jewellery	Drafted on	28/08/2016
Industry Sub-sector	Gemstone Processing	Last reviewed on	17/01/2018
Occupation	Gemstone final shaping & Calibrating	Next review date	17/01/2022
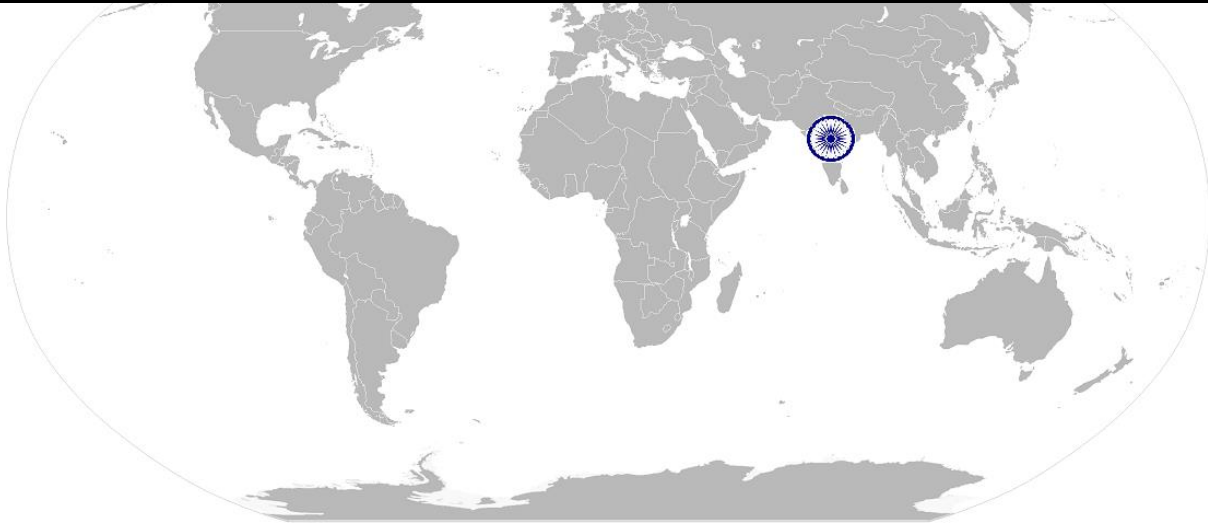
Annexure

Nomenclature for QP and NOS

Qualifications Pack

9 characters
[G&J]/ Q 0101

[Insert 3 letter code for SSC]

QP number (2 numbers)

Q denoting Qualifications Pack

Occupation (2 numbers)
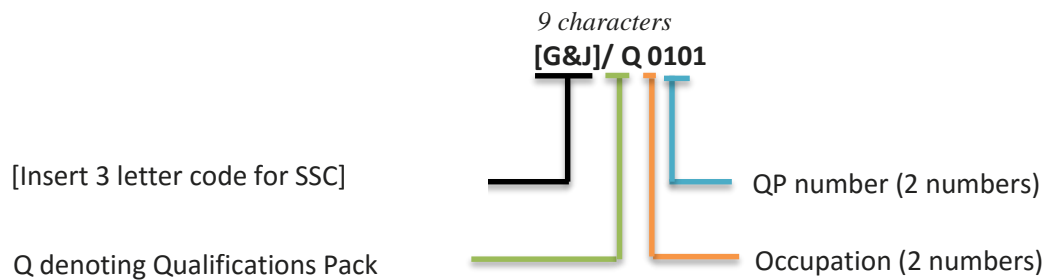
Occupational Standard

An example of NOS with 'N'
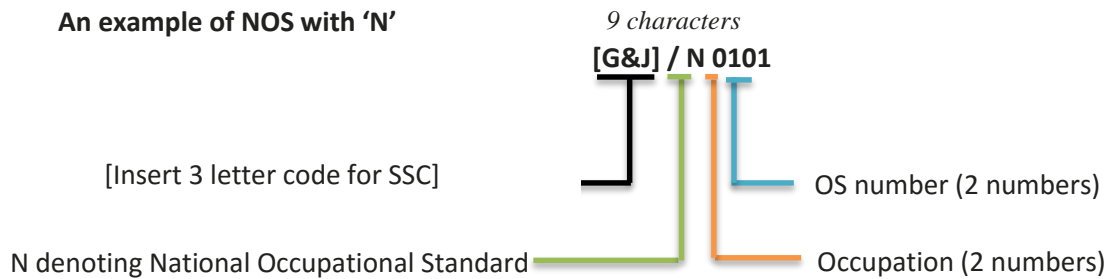
9 characters
[G&J] / N 0101

[Insert 3 letter code for SSC]

OS number (2 numbers)

N denoting National Occupational Standard

Occupation (2 numbers)

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

Sub-sector	Range of Occupation numbers
Handmade gold and gems-set jewellery	01-11
Imitation Jewellery	12-20
Cast and diamond-set jewellery	21-40
Diamond processing	41-60
Gemstone processing	61-80
Jewellery retailing	81-90
Silver Smithing	91-98
Common	99

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

Criteria For Assessment Of Trainees

Job Role Final Shaper and Calibrator – Gemstone Processing
Qualification Pack G&J/Q6603
Sector Skill Council Gem & Jewellery

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 practical tests for skill evaluation for candidates at every examination/training centre. (As per assessment criteria below)
5. To pass the Qualification Pack, every candidate should score a minimum 70% of aggregate marks to successfully clear the assessment.
6. In case of successfully passing only certain number of NOSs, the candidate is eligible to take subsequent assessment to pass the Qualification Pack.
7. In case of *unsuccessful completion*, the trainee may seek reassessment on the Qualification Pack.

Compulsory NOS Total Marks: 100				Marks Allocation	
Assessment outcomes	**Assessment Criteria for outcomes**	**Total Marks**	**Out Of**	**Theory**	**Skills Practical**
1. G&J/N6601 Dop the gemstones	PC1. match the stone type, weight and number as mentioned on the bag received from supervisor		1	0	1
	PC2. check the assortment of stones for shape, size, softness		2	0	2
	PC3. interpret the plan for the stone as per job sheet for stone to be aligned	**20**	2	1	1
	PC4. align the stone with accuracy		2	0	2
	PC5. make correct selection of appropriate dop and material for fixing		2	0	2
	PC6. maintain appropriate level of heating so that stone does not change colour		2	1	1
	PC7. achieve scratch-free doping		3	1	2

	Compulsory NOS			Marks Allocation	
Total Marks: 100					
Assessment outcomes	**Assessment Criteria for outcomes**	**Total Marks**	**Out Of**	**Theory**	**Skills Practical**
	PC8. achieve secure setting		2	0	2
	PC9. ensure timely delivery to facet maker or shapers		1	0	1
	PC10. achieve number of dops prepared per day as per target given		2	1	1
	PC11. deliver damage-free output with minimum hazards		1	0	1
	Total		**20**	**4**	**16**

	Compulsory NOS			Marks Allocation	
Total Marks: 100					
Assessment outcomes	**Assessment Criteria for outcomes**	**Total Marks**	**Out Of**	**Theory**	**Skills Practical**
2. G&J/N6604 Give final shape to gemstone and calibrate	PC1. match the stone type, weight and number as mentioned on the bag		2	1	1
	PC2. follow shaping requirement as per plan		3	1	2
	PC3. determine the angles at which the doped stones have to be shaped to achieve the final shape such as round brilliant, marquise, square, princess oval, heart, baguette, emerald, briolette, pear, trilliant, octagon etc.	**40**	10	2	8
	PC4. achieve number of final-shaped gemstones generated with shape as planned		2	1	1
	PC5. calibrate in accord with the size, dimension and weight as per plan		10	2	8
	PC6. identify correct lap and powder used		3	1	2
	PC7. achieve desired number of QC approved stones		2	0	2
	PC8. deliver hazard free output		2	0	2
	PC9. achieve number and carats		2	1	1

Compulsory NOS				Marks Allocation	
Total Marks: 100					
Assessment outcomes	**Assessment Criteria for outcomes**	**Total Marks**	**Out Of**	**Theory**	**Skills Practical**
	of stones shaped per day against target given				
	PC10. achieve stone loss within prescribed limits, particularly, in precious stones		2	1	1
	PC11. delivery of shaped stone in time by reporting problems faced or anticipated well in advanced		2	0	2
	Total		**40**	**10**	**30**

Compulsory NOS				Marks Allocation	
Total Marks:100					
Assessment outcomes	**Assessment Criteria for outcomes**	**Total Marks**	**Out Of**	**Theory**	**Skills Practical**
3. G&J/N9901 Coordinate with others	PC1. coordinate for receiving work instructions and raw materials from reporting supervisor		1	0	1
	PC2. communicate to the reporting supervisor about process flow improvements, product defects received from previous process, repairs and maintenance of tools and machinery as required		1	0	1
	PC3. communicate to reporting supervisor about operation details and hazards	**20**	1	0	1
	PC4. interact with supervisor regarding compliance of company policy and rules		3	0	3
	PC5. coordinate with colleagues to share work, as per the workload in order to achieve team goals		3	0	3
	PC6. communicate and discuss work flow related difficulties in order to find solutions with mutual agreement		2	0	2
	PC7. coordinate and receive feedback from quality control		2	1	1

Compulsory NOS				Marks Allocation	
Total Marks:100					
Assessment outcomes	**Assessment Criteria for outcomes**	**Total Marks**	**Out Of**	**Theory**	**Skills Practical**
	department				
	PC8. resolve conflicts by communicating with colleagues and other departments		2	0	2
	PC9. communicate and discuss work Coordinate with colleagues regarding multitasking in other departments with requirements		3	1	2
	PC10. adhere to nondisclosure policy of the company in all outside coordination		2	1	1
Total			**20**	**3**	**17**

Compulsory NOS				Marks Allocation	
Total Marks: 100					
Assessment outcomes	**Assessment Criteria for outcomes**	**Total Marks**	**Out Of**	**Theory**	**Skills Practical**
4. G&J/N9902 Maintain health and safety at workplace	PC1. identify and use appropriate protective clothing/equipment for specific tasks and work	20	2	0	2
	PC2. identify hazardous job activities in his/her job and communicate the possible causes of risks or accidents in the workplace		1	0	1
	PC3. carry out safe working practices while dealing with hazards to ensure safety of self and others		1	0	1
	PC4. identify and avoid doing any tasks or activities in a wrong posture		2	0	2
	PC5. practice appropriate working postures to minimise occupational health related issues		2	1	1
	PC6. use the appropriate fire extinguishers on different types of fire		1	0	1
	PC7.demonstrate rescue techniques applied during fire hazard		2	0	2
	PC8. demonstrate good housekeeping in order to		1	0	1

| Compulsory NOS | | | | Marks Allocation | |
| Total Marks: 100 | | | | | |
Assessment outcomes	Assessment Criteria for outcomes	Total Marks	Out Of	Theory	Skills Practical
	prevent fire hazards				
	PC9.demonstrate the correct use of any fire extinguisher		2	0	2
	PC10. administer appropriate first aid procedure to victims wherever required eg.in case of bleeding, burns, choking, electric shock etc.		1	0	1
	PC11. respond promptly and appropriately to an accident or medical emergency		3	1	2
	PC12. participate in emergency procedures such as raising alarm, safe evacuation etc.,		2	1	1
	Total		**20**	**3**	**17**