

## QUALIFICATIONS PACK - OCCUPATIONAL STANDARDS FOR GEMS AND JEWELLERY INDUSTRY

### 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 - Boiling In-charge – Diamond Processing

**SECTOR:** GEMS & JEWELLERY

**SUB-SECTOR:** Diamond processing

**OCCUPATION:** Boiling

**REFERENCE ID:** G&J/Q4801

**ALIGNED TO:** NCO-2015/NIL

**Brief Job Description:** Individuals working in this job, place the finished diamond in a beaker with chemical solution like hydrochloric and sulphuric acid and place the beaker in a heating oven. This removes any residue of diamond dust, dirt or other contaminants collected during the cutting or polishing process. This process may also remove/bleach some of the darker surface reaching inclusions (*Naats*). Boiling is sometimes performed on rough diamond also to improve their appearance. Individual working in this department is also known as Boiling Personnel/Boiler. The boiling of the diamond is the final processing role in the Indian diamond processing industry before the diamond is sent for grading.

**Personal Attributes:** The job requires the individual to have: attention to details; cautious in dealing with acids; systematic; protective; and a lot of patience.

Job Details

Qualifications Pack Code	G&J/Q4801		
Job Role	Boiling In-charge – Diamond Processing		
Credits (NSQF)	TBD	Version number	2.0
Sector	Gems & Jewellery	Drafted on	28/08/2016
Sub-sector	Diamond Processing	Last reviewed on	24/11/2017
Occupation	Boiling	Next review date	24/11/2021
NSQC Clearance on*	DD/MM/YYYY		

\* only after clearance from NSQC

Job Role	Boiling In-charge – Diamond Processing
Role Description	Boiling of the diamonds in the acidic or caustic solution as per instructions, is to clean the surface from the impurities and remove black inclusions ( <i>naats</i> ) on the surface of the diamond, improving its clarity and value.
NSQF level	2
Minimum Educational Qualifications*	8th Standard
Maximum Educational Qualifications*	Not applicable
Training (Suggested but not mandatory)	Not Applicable
Minimum job entry age	18 years
Experience	Not applicable
Applicable National Occupational Standards (NOS)	<p><b>Compulsory:</b></p> <ol style="list-style-type: none"> <li><a href="#">G&amp;J/N4801 Boil the diamonds</a></li> <li><a href="#">G&amp;J/N9901 Coordinate with others</a></li> <li><a href="#">G&amp;J/N9902 Maintain health and safety at workplace</a></li> </ol>
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.

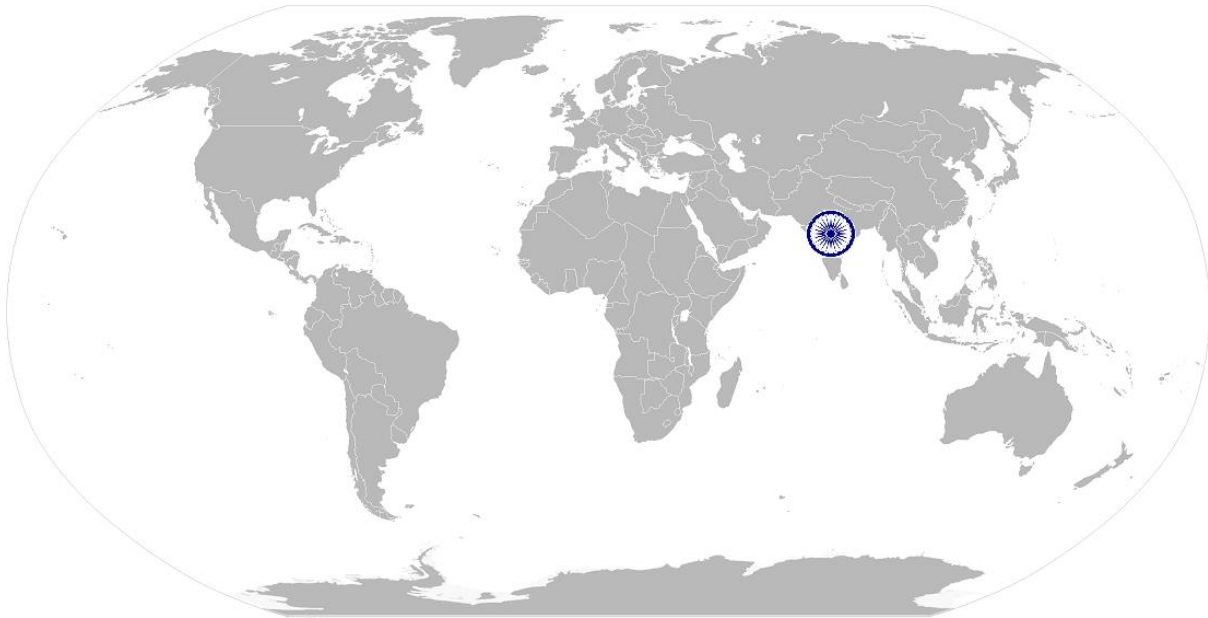
**Acronyms**

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 the final step in diamond processing after which it goes for grading. In this step the diamonds are placed in a beaker with a chemical solution and then boiled in a heating oven. This removes the impurities and naats on the diamond surface and improves its light, luster and whiteness (in case of white diamonds).

**G&J/N4801**

**Boil the diamonds**

<b>Unit Code</b>	<b>G&amp;J/N4801</b>
<b>Unit Title (Task)</b>	<b>Boil the diamonds</b>
<b>Description</b>	This OS unit is about using chemical solutions and heating oven to boil the diamonds, to clean its surface and improve its luster
<b>Scope</b>	This unit/task covers the following: <ul style="list-style-type: none"> <li>• Boiling the diamonds</li> <li>• Achieving Productivity</li> <li>• Controlling defects</li> </ul>
<b>Performance Criteria(PC) w.r.t. the Scope</b>	
<b>Element</b>	<b>Performance Criteria</b>
<b>Boiling the diamonds</b>	To be competent, the user/individual on the job must be able to: <ul style="list-style-type: none"> <li>PC1. check the details on the packet and match the approximate size, shape and number of diamonds</li> <li>PC2. understand the boiling requirement, i.e. whether plain water boiling needs to be done, or some specific chemical boiling or deep boiling to remove naats</li> <li>PC3. ensure that proper measure is taken to accurately boil the diamonds</li> <li>PC4. ensure that no re-boiling is required for any diamond</li> <li>PC5. ensure that adequate proportions of chemical/solution are mixed for reaching the required concentration</li> <li>PC6. remove the dirt and inclusions as required</li> <li>PC7. ensure correct bagging and labelling of the diamond packet before returning</li> </ul>
<b>Achieving Productivity</b>	<ul style="list-style-type: none"> <li>PC8. achieve the productivity in terms of carats or number of pieces as set by the company</li> <li>PC9. ensure Timely delivery for further processing</li> </ul>
<b>Controlling defects</b>	<ul style="list-style-type: none"> <li>PC10. ensure no damage is caused, or loss of the diamond during the boiling process</li> <li>PC11. ensure to avoid accidents while dealing with boiling acids and heaters</li> <li>PC12. use all safety precautions while boiling</li> <li>PC13. dispose the acids as per prescription</li> <li>PC14. asses the quality of the acids</li> </ul>
<b>Knowledge and Understanding (K)</b>	
<b>A. Organizational Context</b>	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> <li>KA1. Company's policies on: acceptable limits of weight loss; incentives; delivery standards; safety practices and hazards; security and performance measurement</li> <li>KA2. Non-disclosure of "confidential information" provided by the company either orally or in writing marked as confidential</li> <li>KA3. Liability arising out of loss, theft, or inadvertent disclosure of confidential information</li> <li>KA4. Work flow involved in company's diamond processing</li> <li>KA5. Importance of the individual's role in the workflow</li> </ul>

**G&J/N4801**

**Boil the diamonds**

	<p>KA6. Reporting structure</p> <p>KA7. Issue return procedures followed by the company</p>
<b>B. Technical Knowledge</b>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. Complete boiling procedure</p> <p>KB2. Use of heating oven, hot plate and pressure boilers</p> <p>KB3. Properties of different chemicals</p> <p>KB4. Using machine tools and its maintenance</p> <p>KB5. Safety procedures to avoid injuries to self as well as others</p> <p>KB6. Use appropriate protective clothing/equipment during boiling.</p> <p>KB7. Different type of dirt and inclusions in a diamond</p> <p>KB8. Basic understanding of 4Cs</p>
<b>Skills (S) [Optional]</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	<p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. Document work done for status and performance appraisal</p> <p>SA2. Report diamond losses via documentation as per company policy</p>
	<b>Reading Skills</b>
	<p>SA3. Read descriptions on the diamond packets/ bags</p> <p>SA4. Read the labels of different chemical bottles</p> <p>SA5. Set time, temperature, etc. on the heater</p> <p>SA6. Label the boiled diamond packets for further processing</p>
	<b>Oral Communication (Listening and Speaking skills)</b>
	<p>SA7. Discuss task lists, schedules, and work-loads with co-workers</p> <p>SA8. Understand instructions and report problems about:</p> <ul style="list-style-type: none"> <li>• mismatch in the number of diamonds,</li> <li>• quality of the beakers or the solvent used is not appropriate,</li> <li>• difficulty in removing certain impurities,</li> <li>• any problems in with the heater or pressure boiler,</li> <li>• loss of a diamond or damage to a diamond</li> </ul> <p>SA9. Share work load as required</p> <p>SA10. Assist others who require help</p> <p>SA11. Share knowledge with co-workers and take feedback</p>
<b>B. Professional Skills</b>	<b>Decision Making</b>
	<p>The user/ individual on the job needs to know and understand how to:</p> <p>SB1. To make decisions pertaining to the type of mixture to be used for boiling</p> <p>SB2. To decide the duration of the boiling process</p> <p>SB3. To decide if the diamond is completely clean or needs to be re boiled</p>
	<b>Plan and Organize</b>

**G&J/N4801**

**Boil the diamonds**

	SB4. To organize and keep each bottle of chemicals in such a way that it is easy to locate
	SB5. To re-fill the bottles when required before it is empty
	<b>Customer Centricity</b>
	N.A.
	<b>Problem Solving</b>
	SB6. To assess the quality factors such as quality of the chemicals, tools and machines used, that contribute to the quality of boiling
	SB7. To identify immediate or temporary solutions to avoid delays
	<b>Analytical Thinking</b>
	SB8. To plan the work to improve productivity and quality of boiling as well as to make the process hazard free
	<b>Critical Thinking</b>
SB9. To spot process disruptions and delays	





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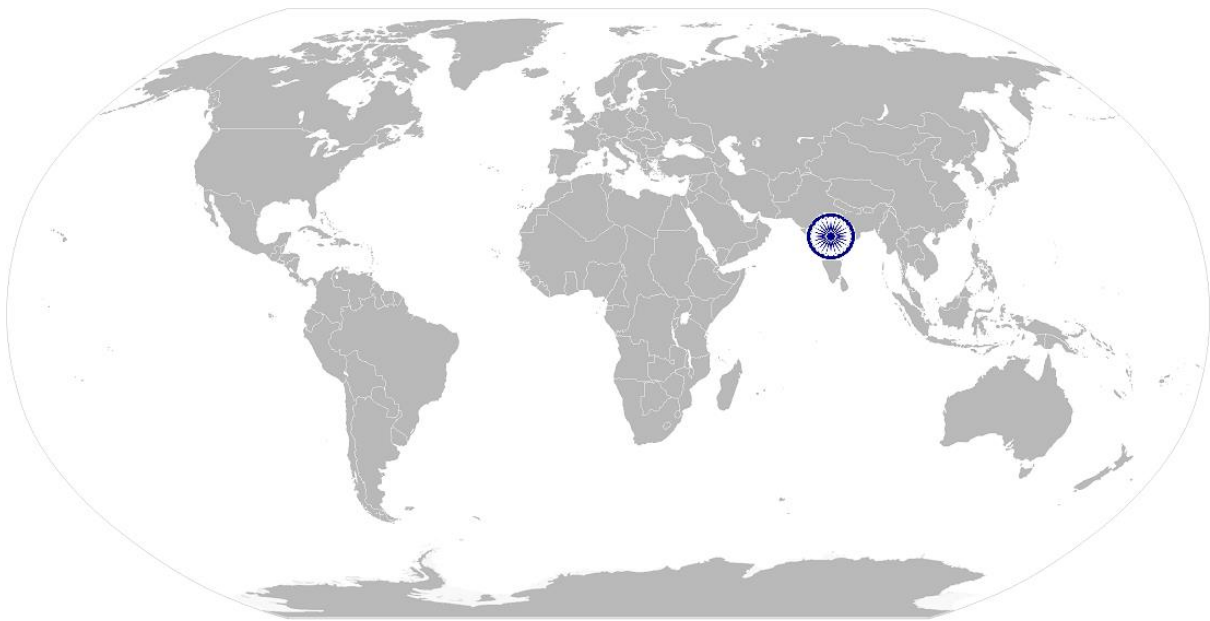
**Boil the diamonds**

## NOS Version Control

<b>NOS Code</b>	<b>G&amp;J/N4801</b>		
<b>Credits (NSQF)</b>	<b>TBD</b>	<b>Version number</b>	<b>2.0</b>
<b>Industry</b>	<b>Gems &amp; Jewellery</b>	<b>Drafted on</b>	<b>28/08/2016</b>
<b>Industry Sub-sector</b>	<b>Diamond Processing</b>	<b>Last reviewed on</b>	<b>24/11/2017</b>
<b>Occupation</b>	<b>Boiling</b>	<b>Next review date</b>	<b>24/11/2021</b>



# 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 on schedule.

**G&J/N9901**

**Coordinate with others**

<b>Unit Code</b>	<b>G&amp;J/N9901</b>
<b>Unit Title (Task)</b>	<b>Coordinate with others</b>
<b>Description</b>	This OS unit is about communicating with colleagues, seniors and outside parties in order to achieve the deliverables on schedule
<b>Scope</b>	This unit/task covers the following: <ul style="list-style-type: none"> <li>• Interacting with supervisor</li> <li>• Interacting with colleagues within and outside the department</li> <li>• Interacting with outside parties</li> </ul>
<b>Performance Criteria(PC) w.r.t. the Scope</b>	
<b>Element</b>	<b>Performance Criteria</b>
<b>Interacting with supervisor</b>	To be competent, the user/individual on the job must be able to: <ul style="list-style-type: none"> <li>PC1. coordinate for receiving work instructions and raw materials from reporting supervisor</li> <li>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</li> <li>PC3. communicate to reporting supervisor about operation details and hazards</li> <li>PC4. interact with supervisor regarding compliance of company policy and rules</li> </ul>
<b>Interacting with colleagues within and outside the department</b>	<ul style="list-style-type: none"> <li>PC5. coordinate with colleagues to share work, as per the workload</li> <li>PC6. communicate and discuss work flow related difficulties in order to find solutions with mutual agreement</li> <li>PC7. coordinate and receive feedback from quality control department</li> <li>PC8. coordinate for putting team goals over individual goals</li> <li>PC9. resolve conflicts by communicating with colleagues and other departments</li> <li>PC10. coordinate with colleagues regarding multitasking in other departments with requirements</li> </ul>
<b>Interacting with outside parties</b>	PC11. adhere to nondisclosure policy of the company in all outside coordination
<b>Knowledge and Understanding (K)</b>	
<b>A. Organizational Context</b>	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> <li>KA1. Company's policies on: preferred language of communication, reporting and escalation policy, quality delivery standards, and personnel management</li> <li>KA2. Company's policies on non-disclosure of "confidential information" provided by the company either orally or in writing marked as confidential</li> <li>KA3. Liability arising out of loss, theft, or inadvertent disclosure of confidential information</li> <li>KA4. Reporting structure</li> </ul>

**G&J/N9901**

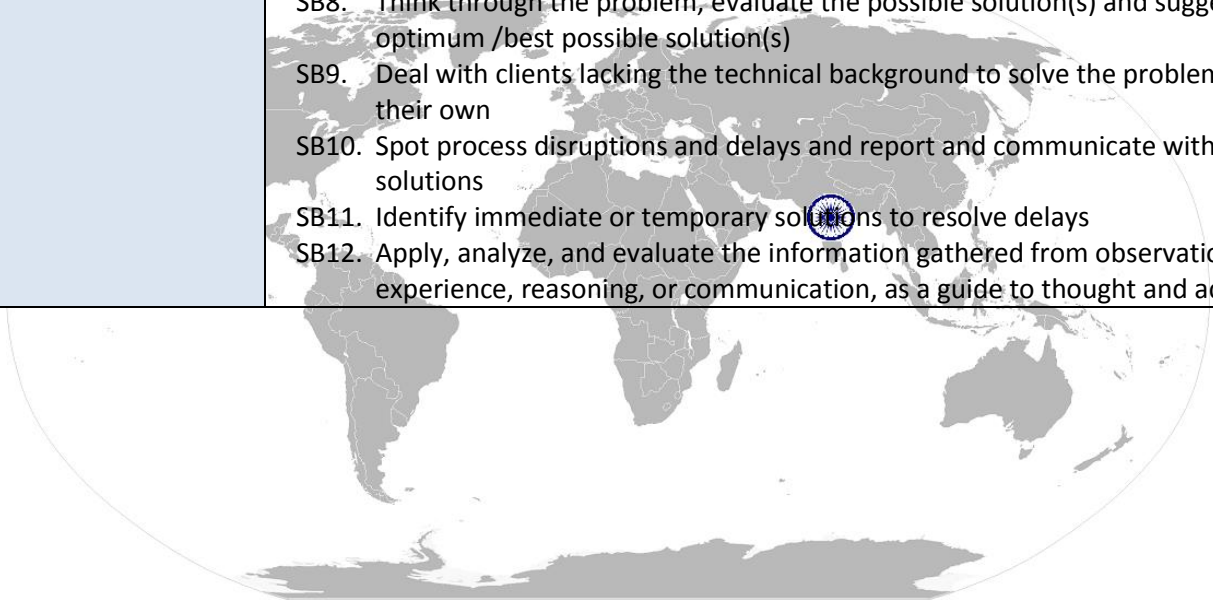
**Coordinate with others**

<p><b>B. Technical Knowledge</b></p>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. Various categories of people that one is required to communicate and coordinate within the organization</p> <p>KB2. Importance of effective communication in the workplace</p> <p>KB3. Importance of teamwork in organization and individual success</p> <p>KB4. Various components of effective communication</p> <p>KB5. Key elements of active listening</p> <p>KB6. Barriers to effective communication</p> <p>KB7. Importance of avoiding casual expletives and unpleasant terms while communicating professional circles</p> <p>KB8. To avoid Common reasons for interpersonal conflict</p> <p>KB9. Expressing and addressing grievances appropriately and effectively</p> <p>KB10. What constitutes disciplined behavior for a working professional</p>
<p><b>Skills (S) [Optional]</b></p>	
<p><b>A. Core Skills/ Generic Skills</b></p>	<p><b>Writing Skills</b></p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SA1. Write instructions, remarks, job sheets, basic information, technical details etc. in preferred local language of communication and English</p> <p><b>Reading Skills</b></p> <p>SA2. Read preferred language of communication as prescribed by the company</p> <p>SA3. Read job sheets and interpret technical details mentioned in the job sheet</p> <p><b>Oral Communication (Listening and Speaking skills)</b></p> <p>SA4. Discuss task lists, schedules, and work-loads with co-workers</p> <p>SA5. Be a good listener</p> <p>SA6. Be effective in communicating the issues faced to the supervisor</p> <p>SA7. Avoid using jargon, slang or acronyms when communicating</p>
<p><b>B. Professional Skills</b></p>	<p><b>Decision Making</b></p> <p>The user/ individual on the job needs to know and understand how to:</p> <p>SB1. Spot and communicate potential areas of disruptions to work process and report the same</p> <p>SB2. Report to supervisor and or to deal with a colleague individually, depending on the type of concern</p> <p><b>Plan and Organize</b></p> <p>SB3. Collate information and communicate in a manner that is clear and comprehensive to colleagues and supervisor</p> <p><b>Customer Centricity</b></p>

**G&J/N9901**

**Coordinate with others**

	SB4. Convey accurate information to all internal as well as external customers (or right information to right person)
	<b>Problem Solving</b>
	SB5. How to handle critical situations caused due to communication issues at workplace and solve problems without blaming others
	<b>Analytical Thinking</b>
	SB6. Analyse the work processes by interacting with others and adopting best practices
	SB7. Use prior experience to observe and reflect for development of ideas
	<b>Critical Thinking</b>
	SB8. Think through the problem, evaluate the possible solution(s) and suggest an optimum /best possible solution(s)
	SB9. Deal with clients lacking the technical background to solve the problem on their own
	SB10. Spot process disruptions and delays and report and communicate with solutions
	SB11. Identify immediate or temporary solutions to resolve delays
	SB12. Apply, analyze, and evaluate the information gathered from observation, experience, reasoning, or communication, as a guide to thought and action



**G&J/N9901**

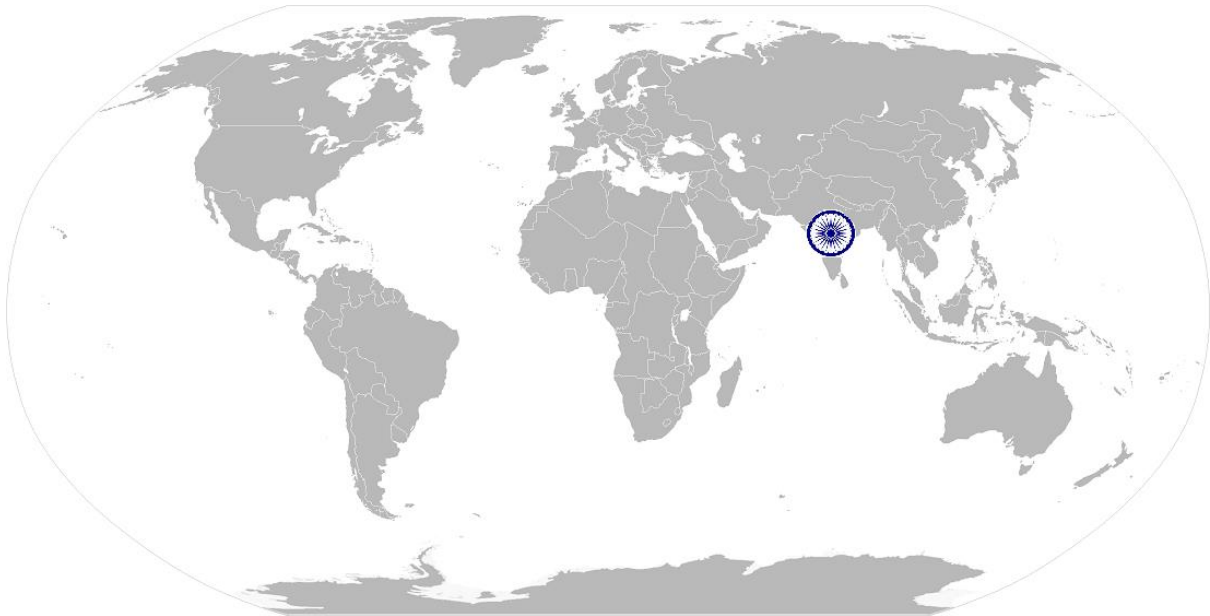
**Coordinate with others**

## **NOS Version Control**

<b>NOS Code</b>	<b>G&amp;J/N9901</b>		
<b>Credits (NSQF)</b>	TBD	<b>Version number</b>	<b>2.0</b>
<b>Industry</b>	<b>Gems &amp; Jewellery</b>	<b>Drafted on</b>	<b>28/08/2016</b>
<b>Industry Sub-sector</b>	<b>Diamond Processing</b>	<b>Last reviewed on</b>	<b>24/11/2017</b>
<b>Occupation</b>	<b>Boiling</b>	<b>Next review date</b>	<b>24/11/2021</b>



# National Occupational Standard



## Overview

This unit is about commitment towards reporting potential hazards, taking preventive measures to avoid accidents in order to make the work environment safe for self and colleagues and also helps in maintaining health and safety at workplace.

**G&J/N9902**

**Maintain health and safety at workplace**

<b>Unit Code</b>	<b>G&amp;J/N9902</b>
<b>Unit Title (Task)</b>	<b>Maintain health and safety at workplace</b>
<b>Description</b>	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
<b>Scope</b>	This unit/task covers the following: <ul style="list-style-type: none"> <li>• Health and safety in work area</li> <li>• Fire safety</li> <li>• Emergencies, rescue and first aid procedures</li> </ul>
<b>Performance Criteria(PC) w.r.t. the Scope</b>	
<b>Element</b>	<b>Performance Criteria</b>
<b>Health and safety in work area</b>	To be competent, the user/individual on the job must be able to: <ul style="list-style-type: none"> <li>PC1. identify and use appropriate protective clothing/equipment for specific tasks and work</li> <li>PC2. identify hazardous job activities in his/her job and communicate the possible causes of risks or accidents in the workplace</li> <li>PC3. carry out safe working practices while dealing with hazards to ensure safety of self and others</li> <li>PC4. identify and avoid doing any tasks or activities in a bad working position</li> <li>PC5. practice appropriate working postures to minimise occupational health related issues</li> </ul>
<b>Fire safety</b>	<ul style="list-style-type: none"> <li>PC6. use the appropriate fire extinguishers on different types of fire</li> <li>PC7. demonstrate rescue techniques applied during fire hazard</li> <li>PC8. demonstrate good housekeeping in order to prevent fire hazards</li> <li>PC9. demonstrate the correct use of any fire extinguisher</li> </ul>
<b>Emergencies, rescue and first aid procedures</b>	<ul style="list-style-type: none"> <li>PC10. administer appropriate first aid procedure to victims wherever required eg.in case of bleeding, burns, choking, electric shock etc.</li> <li>PC11. respond promptly and appropriately to an accident situation or medical emergency</li> <li>PC12. participate in emergency procedures such as raising alarm, safe evacuation, correct means of escape, correct assembly point etc.</li> </ul>
<b>Knowledge and Understanding (K)</b>	
<b>A. Organizational Context</b>	The user/individual on the job needs to know and understand: <ul style="list-style-type: none"> <li>KA1. Company's policies on: safety and hazards and personnel management</li> <li>KA2. Names and location of documents that refer to health and safety in work place</li> <li>KA3. Reporting structure</li> </ul>



**G&J/N9902**

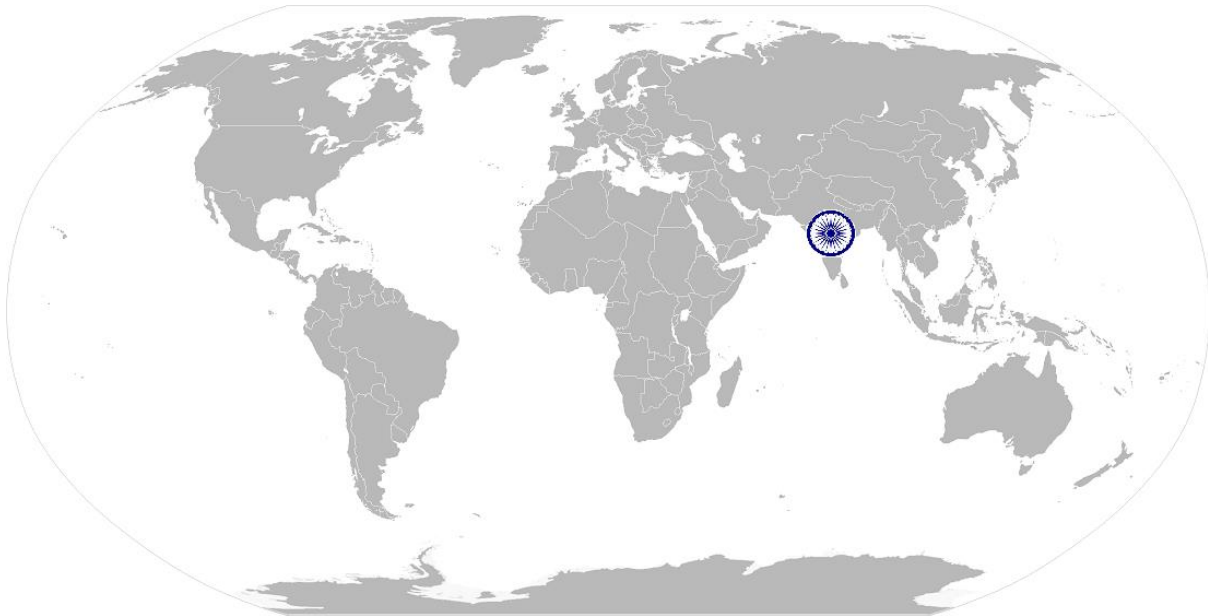
**Maintain health and safety at workplace**

<p><b>B. Technical Knowledge</b></p>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. Meaning of “hazards” and risks</p> <p>KB2. Health and safety hazards commonly present in the work place and related precautions</p> <p>KB3. Various dangers associate with use of electrical equipment</p> <p>KB4. Preventative and remedial actions to be taken in case of exposure to toxic material</p> <p>KB5. Methods of accident prevention</p> <p>KB6. How different chemicals react and what could be the danger from them</p> <p>KB7. How to use machines and tools without causing any harm to the body</p> <p>KB8. Importance of using protective clothing/ equipment while working</p> <p>KB9. Precautionary activities to prevent the fire accident</p> <p>KB10. Various causes of fire</p> <p>KB11. Techniques of using different fire extinguishers</p> <p>KB12. Different materials used for extinguishing fire</p> <p>KB13. Rescue techniques applied during a fire hazard</p> <p>KB14. Various types of safety signs and what they mean</p> <p>KB15. Appropriate basic first aid treatment relevant to condition e.g. bleeding, minor burns, eye injuries etc.</p> <p>KB16. Potential impact to a person who is moved incorrectly</p>
<p><b>Skills (S) [Optional]</b></p>	
<p><b>A. Core Skills/ Generic Skills</b></p>	<p><b>Writing Skills</b></p> <p>N.A. The individual on the job needs to know and understand how to:</p> <p><b>Reading Skills</b></p> <p>SA1. Read and comprehend basic content to read labels, charts, signage’s</p> <p>SA2. Read and comprehend basic English to read manuals of operations</p> <p><b>Oral Communication (Listening and Speaking skills)</b></p> <p>SA3. Effectively communicate the risk of not following safety measures</p>
<p><b>B. Professional Skills</b></p>	<p><b>Decision Making</b></p> <p>The individual on the job needs to know and understand how to:</p> <p>SB1. Report potential sources of danger</p> <p>SB2. Follow the relevant prescribed procedure in the event of an accident</p> <p>SB3. Wear appropriate safety gear to avoid an accident</p> <p><b>Plan and Organize</b></p> <p>SB4. Learn from past mistakes regarding use of hazardous machines or chemicals</p> <p><b>Customer Centricity</b></p> <p>N. A.</p>

**G&J/N9902**

**Maintain health and safety at workplace**

	<b>Problem Solving</b>
	SB5. Adhere to and guide others to follow prescribed procedures related to health and safety at workplace
	<b>Analytical Thinking</b>
	SB6. Analyse untoward incidents from the past and implement correct use of machines, tools or hazardous chemicals
	<b>Critical Thinking</b>
	SB7. Critically analyse the processes carried out by self and by colleagues in the department to spot potential hazards and safety issues

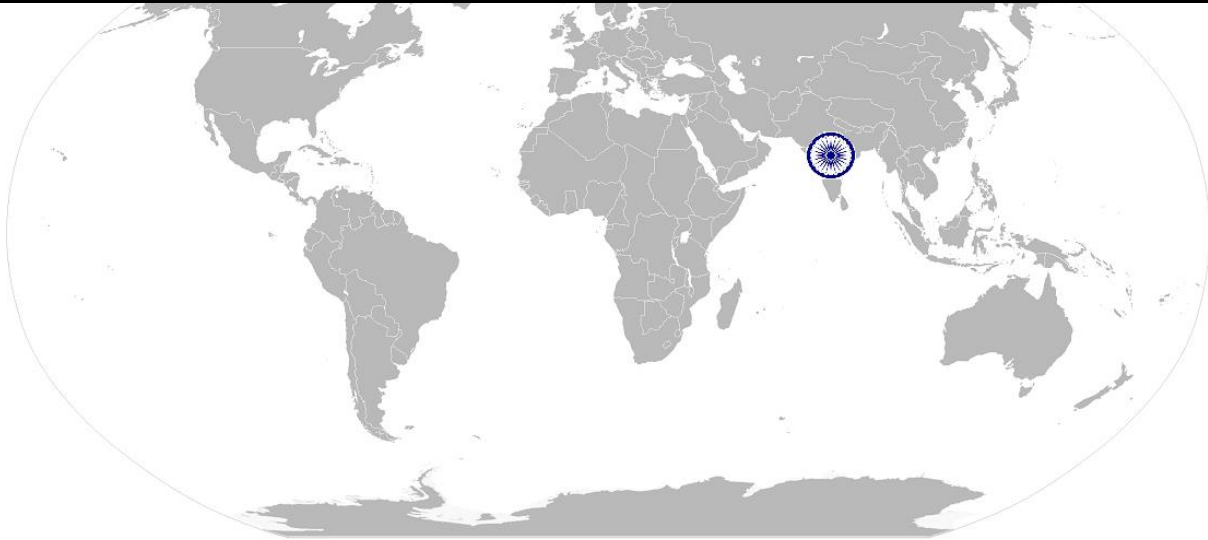


**G&J/N9902**

**Maintain health and safety at workplace**

## **NOS Version Control**

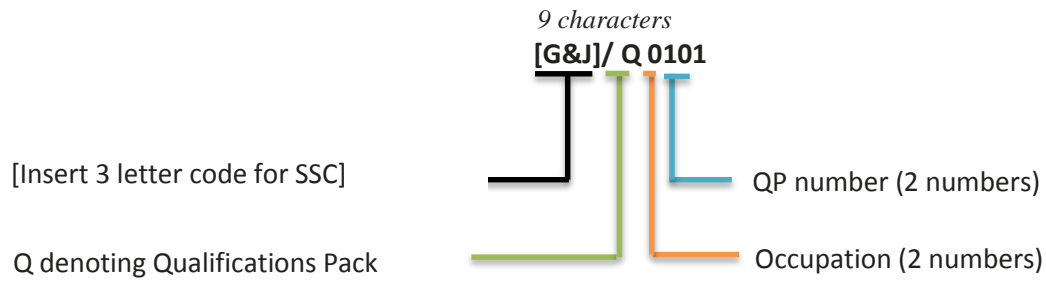
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<b>Industry</b>	<b>Gems &amp; Jewellery</b>	<b>Drafted on</b>	<b>28/08/2016</b>
<b>Industry Sub-sector</b>	<b>Diamond Processing</b>	<b>Last reviewed on</b>	<b>24/11/2017</b>
<b>Occupation</b>	<b>Boiling</b>	<b>Next review date</b>	<b>24/11/2021</b>



## Annexure

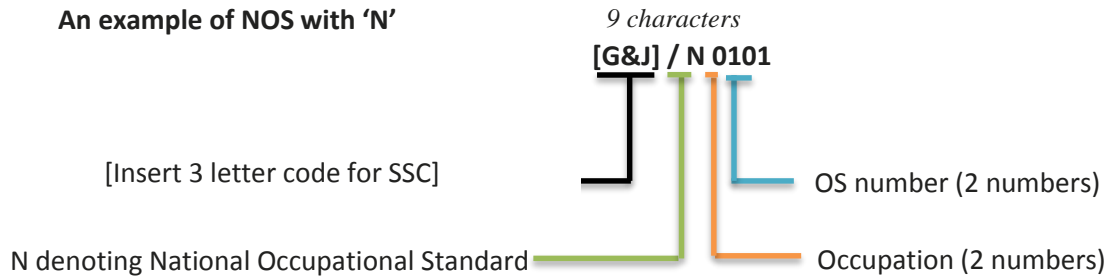
### Nomenclature for QP and NOS

#### Qualifications Pack



#### Occupational Standard

##### An example of NOS with 'N'



**G&J/Q4801**

*Qualifications Pack for Boiling In-charge- Diamond Processing*

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** Boiling In-charge – Diamond Processing

**Qualification Pack** G&J/Q4801

**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 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 50% 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: 100						
Assessment outcomes	Assessment Criteria for outcomes	Total Marks	Out Of	Theory	Skills Practical	
1. G&J/N4801 Boil the diamonds	PC1. check the details on the packet and match the approximate size, shape and number of diamonds	<b>60</b>	2	1	1	
	PC2 understand the boiling requirement, i.e. whether plain water boiling needs to be done, or some specific chemical boiling or deep boiling to remove naats		3	1	2	
	PC3. ensure that proper measure is taken to accurately boil the diamonds		5	1	4	
	PC4. ensure that no re-boiling is required for any diamond		3	1	2	
	PC5. ensure that adequate proportions of chemical/solution are mixed for reaching the required concentration		5	1	4	

Compulsory NOS				Marks Allocation		
Total Marks: 100						
Assessment outcomes	Assessment Criteria for outcomes	Total Marks	Out Of	Theory	Skills Practical	
	PC6. remove the dirt and inclusions as required		5	1	4	
	PC7. ensure correct bagging and labelling of the diamond packet before returning		5	1	4	
	PC8. achieve the productivity in terms of carats or number of pieces as set by the company		5	1	4	
	PC9. ensure Timely delivery for further processing		2	0	2	
	PC10. ensure no damage to or loss of the diamond during the boiling process		5	1	4	
	PC11. ensure to avoid accidents while dealing with boiling acids and heaters		7	1	6	
	PC12. Use all safety precautions while boiling		5	2	3	
	PC13. dispose the acids as per prescription		5	1	4	
	PC14. asses the quality of the acids		3	1	2	
	<b>Total</b>			<b>60</b>	<b>14</b>	<b>46</b>

Compulsory NOS				Marks Allocation	
Total Marks: 100					
Assessment outcomes	Assessment Criteria for outcomes	Total Marks	Out Of	Theory	Skills Practical
2. G&J/N9901 Coordinate with others	PC1. coordinate for receiving work instructions and raw materials from reporting supervisor	20	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

Compulsory NOS				Marks Allocation		
Total Marks: 100						
Assessment outcomes	Assessment Criteria for outcomes	Total Marks	Out Of	Theory	Skills Practical	
	PC3. communicate to reporting supervisor about operation details and hazards		1	0	1	
	PC4. interact with supervisor regarding compliance of company policy and rules		2	0	2	
	PC5. coordinate with colleagues to share work, as per the workload		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 department		2	1	1	
	PC8. coordinate for putting team goals over individual goals		1	0	1	
	PC9. resolve conflicts by communicating with colleagues and other departments		2	0	2	
	PC10. coordinate with colleagues regarding multitasking in other departments with requirements		3	1	2	
	PC11. adhere to nondisclosure policy of the company in all outside coordination		2	1	1	
	<b>Total</b>			<b>20</b>	<b>3</b>	<b>17</b>

Compulsory NOS				Marks Allocation	
Total Marks: 100					
Assessment outcomes	Assessment Criteria for outcomes	Total Marks	Out Of	Theory	Skills Practical
3. 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



Compulsory NOS				Marks Allocation	
Total Marks: 100					
Assessment outcomes	Assessment Criteria for outcomes	Total Marks	Out Of	Theory	Skills Practical
	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 bad working position		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 prevent fire hazards		1	0	1
	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 situation or medical emergency		3	1	2
	PC12. participate in emergency procedures such as raising alarm, safe evacuation, correct means of escape, correct assembly point etc.		2	1	1
	<b>Total</b>		<b>20</b>	<b>3</b>	<b>17</b>