

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

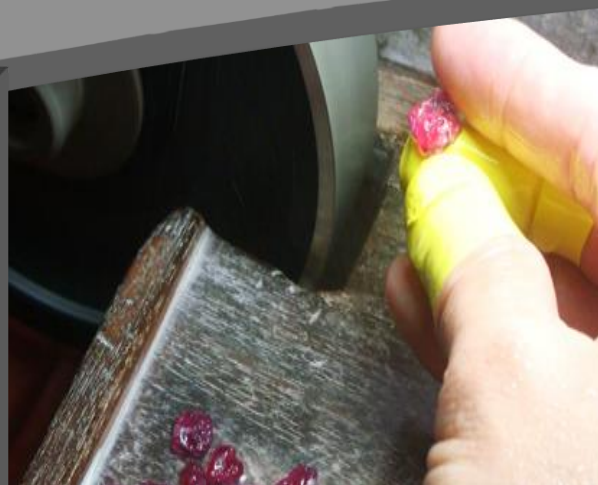
### What are Occupational Standards(OS)?

- 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 - Rough Cutter– Gemstone Processing

**SECTOR:** GEMS & JEWELLERY

**SUB-SECTOR:** Gemstone Processing

**OCCUPATION:** Rough Cutting

**REFERENCE ID:** G&J/Q6502

**ALIGNED TO:** NCO-2015/7313.1001

**Brief Job Description:** The individual works with hands on high-speed rotating blade or sawing machine in order to slice the stone for maximum yield and as per the client order received. The rough cutter, also known as sawyer, cuts rough gemstones procured from mines or stone supplier as per the planning and marking given, in order to remove external impurities as well as inclusions if required and deliver scratch free stone for pre-shaping. It is the second stage of processing after assorting.

**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/Q6502		
Job Role	Rough Cutter – 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	Rough Cutting	Next review date	17/01/2022
NSQC Clearance on*	DD/MM/YYYY		

\* only after clearance from NSQC

Job Role	Rough Cutter – Gemstone Processing
Role Description	Slicing rough gemstone into smaller pieces for further processing
NSQF level	3
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)	<b>Compulsory:</b> <ol style="list-style-type: none"> <li><a href="#">G&amp;J/N6501 Cut rough gemstone procured from mine or supplier</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

Definitions

Keywords /Terms	Description
Sector	Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
Sub-sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
Occupation	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an 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. 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

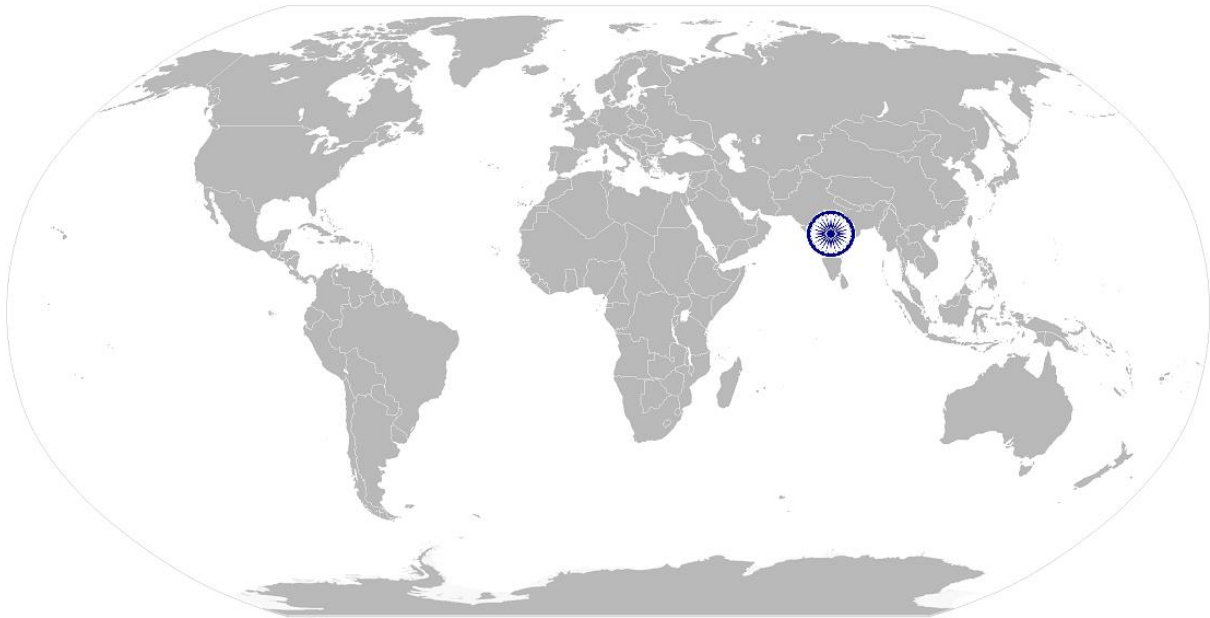
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**G&J/N6501**

**Cut rough gemstone procured from mine or supplier**

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# National Occupational Standard



## Overview

This unit is about cutting the rough gemstone procured from mine or supplier as per planning and marking, in order to achieve maximum yield and customer's exact requirement. It is a crucial role in processing that determines the shape and weight of the gemstone, with or without inclusions. The rough may be a precious, semi-precious or synthetic stone.

**G&J/N6501**

**Cut rough gemstone procured from mine or supplier**

National Occupational Standard

<b>Unit Code</b>	<b>G&amp;J/N6501</b>
<b>Unit Title (Task)</b>	<b>Cut rough gemstone procured from mine or supplier</b>
<b>Description</b>	This OS unit is about slicing or cutting the rough gemstone either for fulfilling customer's specific requirement of shape and size or for maximizing yield, with or without inclusions
<b>Scope</b>	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> <li>• Preparing for cutting rough</li> <li>• Cutting the rough gemstone</li> <li>• Ensuring productivity</li> <li>• Handling problems</li> </ul>
<b>Performance Criteria(PC) w.r.t. the Scope</b>	
<b>Element</b>	<b>Performance Criteria</b>
<b>Preparing for rough cutting</b>	<p>To be competent, the user/ individual on the job must be able to:</p> <p>PC1. receive bag of gemstones and instructions from supervisor</p> <p>PC2. match the stone type, shape, weight and number as mentioned on the bag</p> <p>PC3. grasp the requirement of cutting, i.e., whether it is for customised shape, size and inclusion free irrespective of yield or for standardised set of stone lot of same shape, size and weight with maximum yield</p> <p>PC4. check the gemstone's properties such as hardness and sensitivity to heat and pressure in terms of colour and breakage</p> <p>PC5. check if any treatment is required on the precious stone to remove inclusions</p>
<b>Cutting the rough gemstone</b>	<p>PC6. cut stones within acceptable limits of weight loss</p> <p>PC7. plan and mark for required shape, size and weight</p> <p>PC8. use correct blade or saw</p> <p>PC9. produce easy to shape cut stones in further processing</p> <p>PC10. achieve accurate calibration</p> <p>PC11. achieve maximum number of QC approved stones</p>
<b>Ensuring productivity</b>	<p>PC12. achieve number and carats of stones cut per day against target given</p> <p>PC13. deliver scratch-less surface of cut stones</p> <p>PC14. maintain stone loss within prescribed limits, particularly, in precious stone</p>
<b>Handling problems</b>	<p>PC15. deliver cut stones in time by reporting problems faced or anticipated well in advanced</p>
<b>Knowledge and Understanding (K)</b>	

**G&J/N6501**

**Cut rough gemstone procured from mine or supplier**

<p><b>A. Organizational Context</b> (knowledge of the company/organisation and its process)</p>	<p>The user/individual on the job needs to know and understand:</p> <ul style="list-style-type: none"> <li>KA1. company’s policies on: acceptable limits of stone loss, incentives, delivery standards, safety and hazards, integrity and personnel management</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 gemstone processing of company</li> <li>KA5. importance of the individual’s role in the workflow</li> <li>KA6. reporting structure</li> <li>KA7. Issuing and returning procedures followed by the company for rough gemstones</li> <li>KA8. gemstone processing objective of the company, e.g. maximizing yield, maximizing clarity, etc.</li> </ul>
<p><b>B. Technical Knowledge</b></p>	<p>The user/individual on the job needs to know and understand:</p> <ul style="list-style-type: none"> <li>KB1. basic gemology and properties of different types of stones</li> <li>KB2. different types of stones such as precious, semi-precious, synthetic</li> <li>KB3. market value of stone to understand the rationale for different acceptable levels of stone loss</li> <li>KB4. origin of the stone, i.e., which mine, particularly, precious stones to read the softness/ hardness as developed from precedence of use</li> <li>KB5. which stone can be cabochon and which can be faceted</li> <li>KB6. treatment of inclusions depending on the value of stone</li> <li>KB7. different types of saw and their use for a specific stone</li> <li>KB8. how to read size of stone using vernier calipers</li> <li>KB9. how to weigh the stone on weigh scale</li> <li>KB10. how to use blade sawing machine</li> <li>KB11. how to maintain the upkeep of the machine</li> <li>KB12. how to use water jet and keep the stone cool and cutting oil for lubrication</li> <li>KB13. how to work in a safe environment, i.e., without injuries</li> </ul>
<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> <ul style="list-style-type: none"> <li>SA1. report stone losses via documentation as per company policy</li> </ul> <p><b>Reading Skills</b></p> <ul style="list-style-type: none"> <li>SA2. read height, weight, dimensions of the stones facets as given on job sheets for planning and marking accordingly</li> <li>SA3. read company rules and compliance documents required to complete the work</li> </ul> <p><b>Oral Communication (Listening and Speaking skills)</b></p>



**G&J/N6501**

**Cut rough gemstone procured from mine or supplier**

	SA4. share work load when multiple deliverables are required
<b>B. Professional Skills</b>	<b>Decision Making</b>
	The user/ individual on the job needs to know and understand how to: SB1. decide on the correct mark with ink, the contours of cut to be made in order to achieve the best possible shape, size and weight of stones obtained from the rough
	<b>Plan and Organize</b>
	SB2. convert shape on paper into cut stone SB3. plan the stone cut for required shape and size SB4. plan for achieving the required symmetry on the finally processed stone SB5. plan and organize the machine's maintenance schedule to have break down free production
	<b>Customer Centricity</b>
	SB6. adhere to specification, as required by the customer
	<b>Problem Solving</b>
	SB7. resolve difficulties with respect to practicality of plan SB8. suggest improvements in order to reduce stone loss limits
	<b>Analytical Thinking</b>
	SB9. minimise stone loss below the prescribed limits
<b>Critical Thinking</b>	
SB10. spot process disruption and reasons for delay	

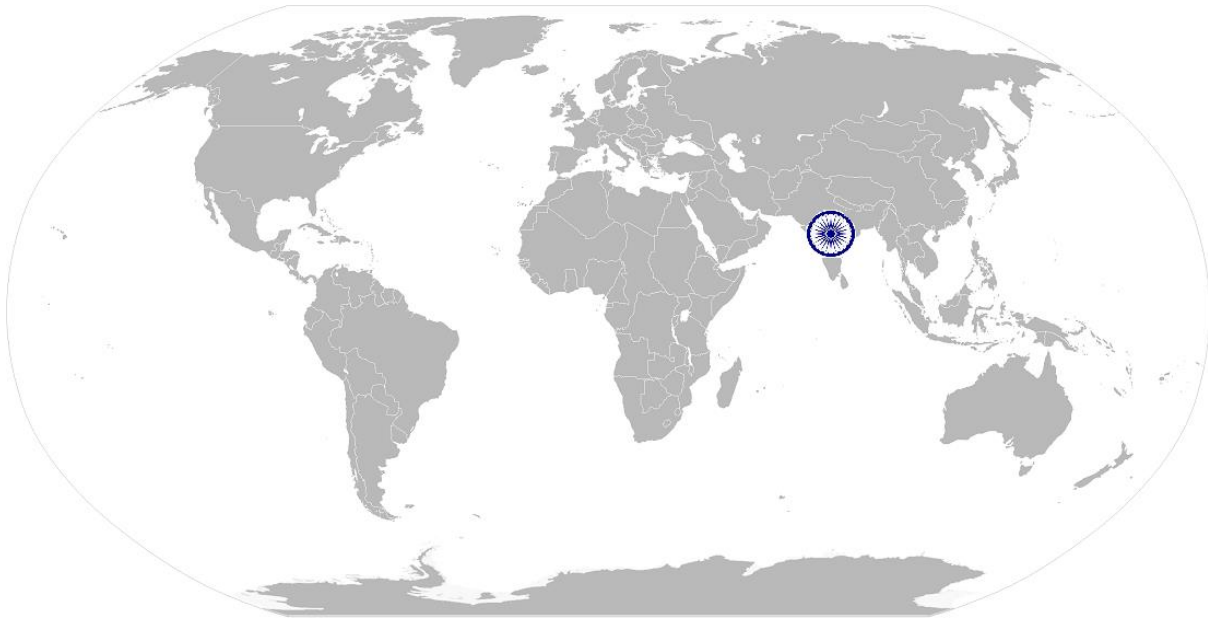


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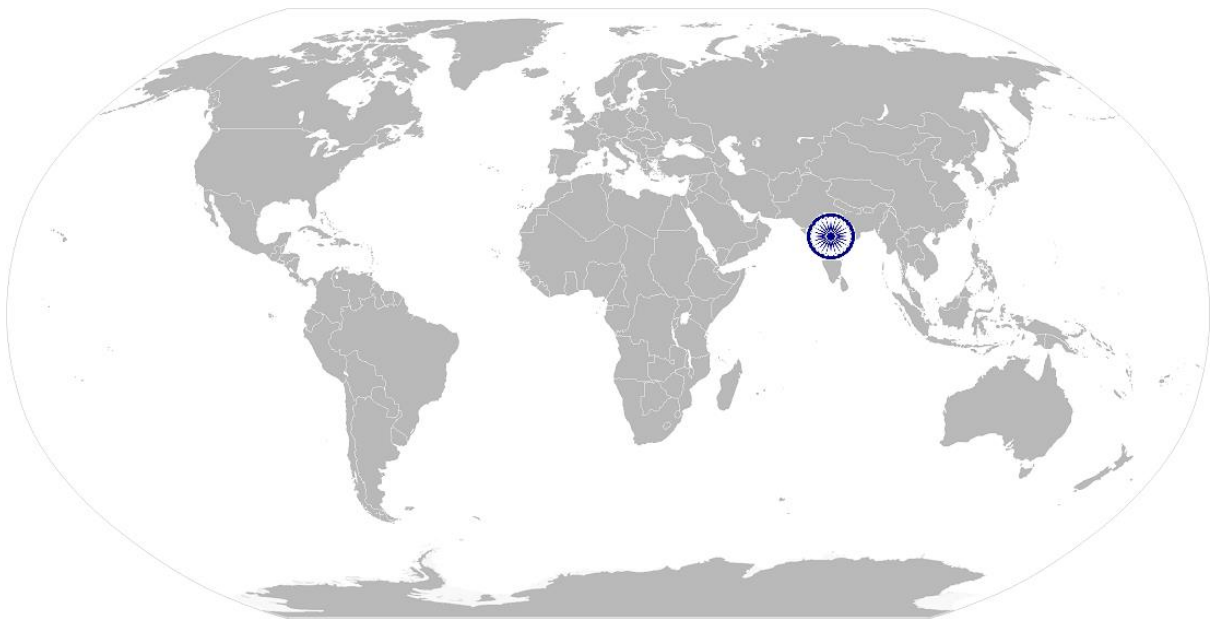
## **NOS Version Control**

<b>NOS Code</b>	<b>G&amp;J/N6501</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>Gemstone Processing</b>	<b>Last reviewed on</b>	<b>17/01/2018</b>
<b>Occupation</b>	<b>Rough Cutting</b>	<b>Next review date</b>	<b>17/01/2022</b>



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# 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.

**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 in order to achieve team goals</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. resolve conflicts by communicating with colleagues and other departments</li> <li>PC9. coordinate with colleagues regarding multitasking in other departments with requirements</li> </ul>
<b>Interacting with outside parties</b>	PC10. adhere to nondisclosure policy of the company in all outside coordination
<b>Knowledge and Understanding (K)</b>	
<b>A. Organizational Context</b> (knowledge of the company/organisation and its process)	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 like expressing and addressing grievances appropriately and effectively</p> <p>KB3. importance of teamwork in organization and individual success</p> <p>KB4. various components of effective communication</p> <p>KB5. barriers to effective communication</p> <p>KB6. common reasons for interpersonal conflict</p> <p>KB7. 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 or deal with a colleague individually, depending on the type of concern</p> <p><b>Plan and Organize</b></p> <p>SB3. to plan work for maximum productivity</p> <p>SB4. to plan and organize the schedule for maintenance of tools and machines</p> <p><b>Customer Centricity</b></p> <p>SB5. convey accurate information to all internal as well as external customers</p> <p><b>Problem Solving</b></p>

**G&J/N9901**

**Coordinate with others**

	SB6. handle critical situations caused due to communication issues at workplace and solve problems without
	<b>Analytical Thinking</b>
	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
	<b>Critical Thinking</b>
	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	

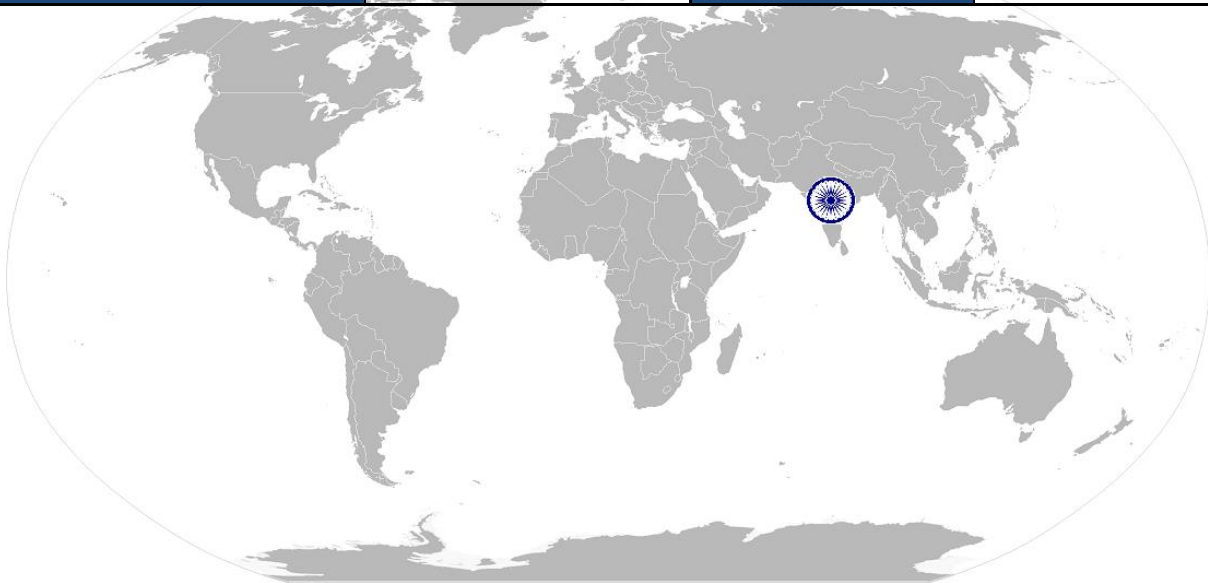


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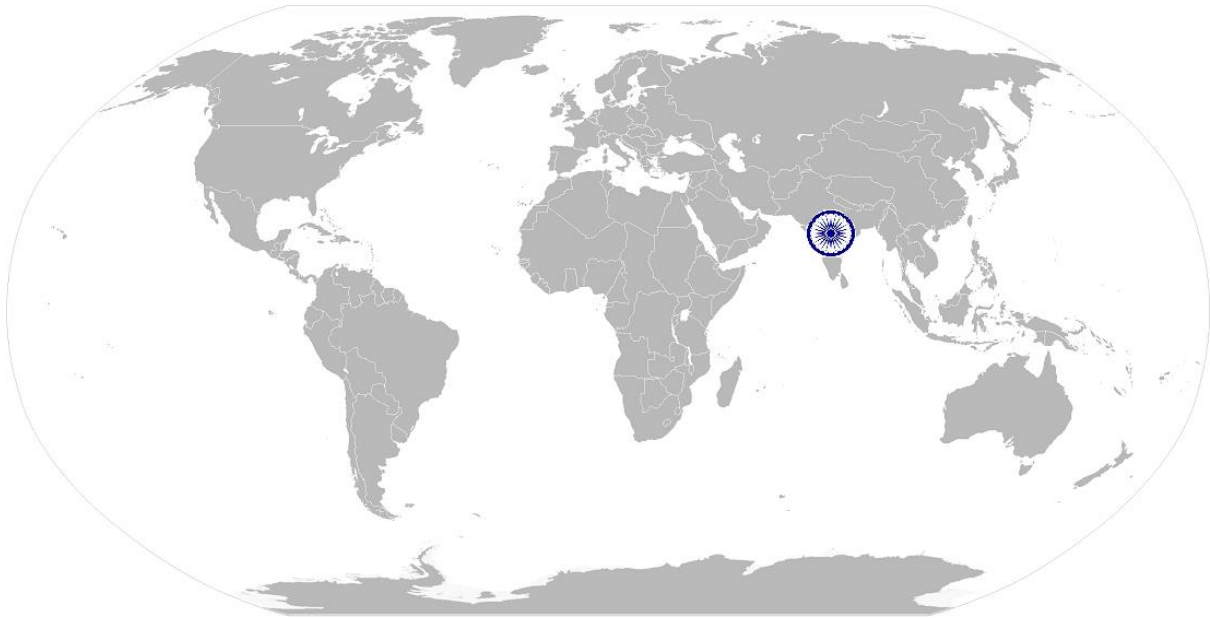
**Coordinate with others**

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<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>Gemstone Processing</b>	<b>Last reviewed on</b>	<b>17/01/2018</b>
<b>Occupation</b>	<b>Rough Cutting</b>	<b>Next review date</b>	<b>17/01/2022</b>



# National Occupational Standard



## 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**

<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 wrong posture</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. provide 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 or medical emergency</li> <li>PC12. participate in emergency procedures such as raising alarm, safe evacuation etc.,</li> </ul>
<b>Knowledge and Understanding (K)</b>	
<b>A. Organizational Context</b> (knowledge of the company/organisation and its process)	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**

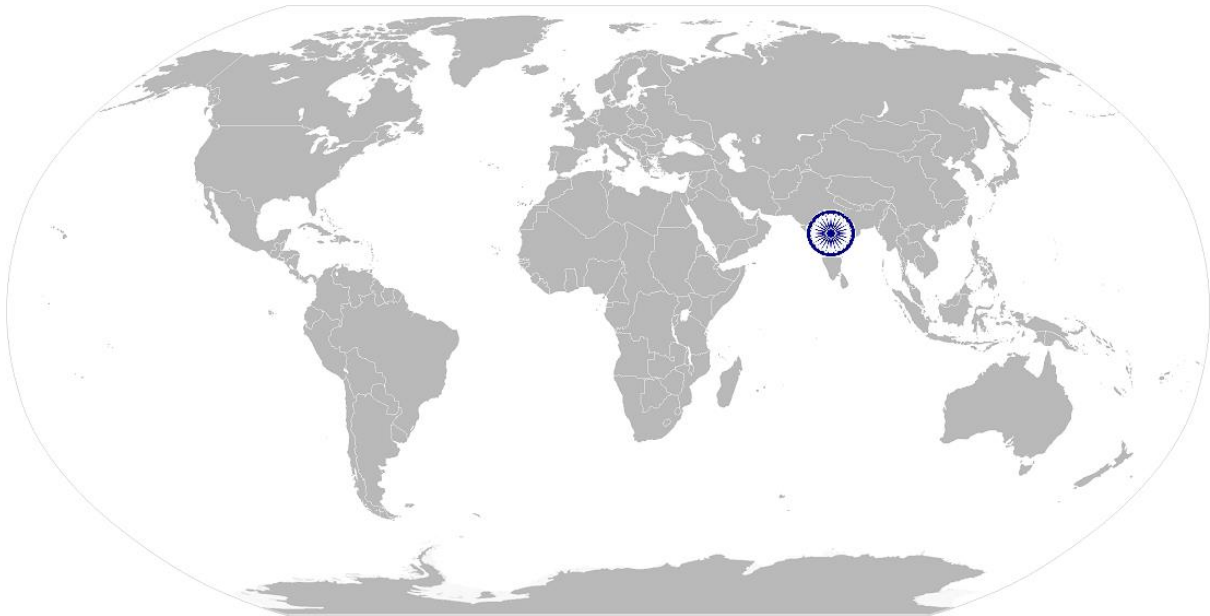
**Maintain health and safety at workplace**

<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 associated 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 the related hazards</p> <p>KB7. how to use machines and tools without causing any accident</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. casualty lifting in case of an accident caused to a person</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 individual on the job needs to know and understand how to:</p> <p>N.A.</p> <p><b>Reading Skills</b></p> <p>SA1. read and comprehend basic content to read labels, charts, signage</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. communicate effectively 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. respond to emergencies/accidents, by taking an apt and timely decision</p> <p><b>Plan and Organize</b></p> <p>SB2. organize work schedule, work area, tools, equipment and material to minimize health and safety risk</p> <p><b>Customer Centricity</b></p> <p>N.A.</p> <p><b>Problem Solving</b></p>

**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
	<b>Analytical Thinking</b>
	SB4. analyse untoward incidents from the past and implement correct use of machines, tools or hazardous chemicals
	<b>Critical Thinking</b>
	SB5. 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**

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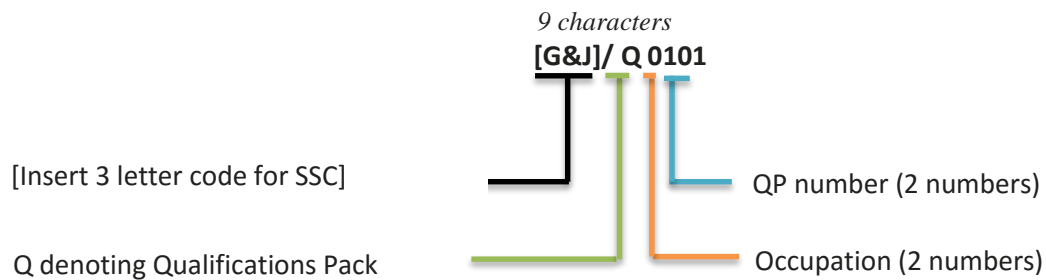
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## Annexure

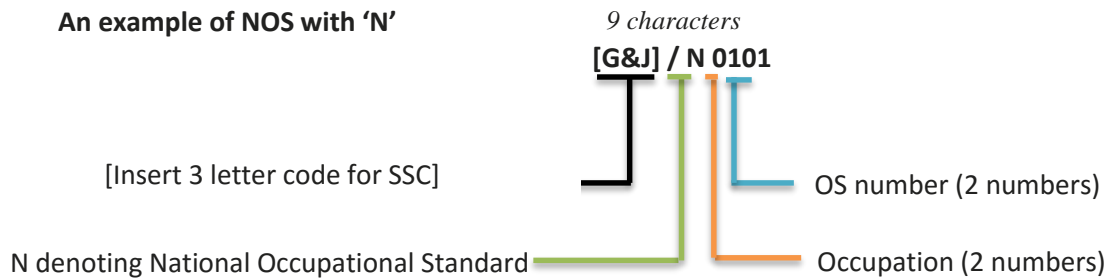
### Nomenclature for QP and NOS

#### Qualifications Pack



#### Occupational Standard

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



**G&J/Q6502**

*Qualifications Pack for Rough Cutter – Gemstone 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** Rough Cutter – Gemstone Processing

**Qualification Pack** G&J/Q6502

**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 50% 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				Marks Allocation	
Total Marks: 100					
Assessment outcomes	Assessment Criteria for outcomes	Total Marks	Out Of	Theory	Skills Practical
1. G&J/N6501 Cut rough gemstone procured from mine or supplier	PC1. receive bag of gemstones and instructions from supervisor	60	2	1	1
	PC2. match the stone type, shape, weight and number as mentioned on the bag		3	1	2
	PC3. grasp the requirement of cutting, i.e., whether it is for customised shape, size and inclusion free irrespective of yield or for standardized set of stone lot of same shape, size and weight with maximum yield		5	2	3
	PC4. check the gemstone's properties such as hardness and sensitivity to heat and pressure in terms of colour and breakage		5	2	3
	PC5. check if any treatment required on the precious stone to remove inclusions		6	1	5



Compulsory NOS				Marks Allocation	
Total Marks: 100					
Assessment outcomes	Assessment Criteria for outcomes	Total Marks	Out Of	Theory	Skills Practical
	PC6. cut stones cut within acceptable limits of weight loss		6	1	5
	PC7. plan and mark for required shape, size and weight		5	2	3
	PC8. use correct blade or saw		5	1	4
	PC9. produce easy to shape cut stones in further processing		5	0	5
	PC10. achieve accurate calibration		4	1	3
	PC11. achieve maximum number of QC approved stones		3	0	3
	PC12. achieve number and carats of stones cut per day against target given		3	0	3
	PC13. deliver scratch-less surface of cut stones		3	0	3
	PC14. maintain stone loss within prescribed limits, particularly, in precious stone		3	1	2
	PC15. deliver cut stones in time by reporting problems faced or anticipated well in advance		2	1	1
	<b>Total</b>			<b>60</b>	<b>14</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	<b>20</b>	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		1	0	1
	PC4. interact with supervisor regarding compliance of company policy and rules		3	0	3

Compulsory NOS				Marks Allocation	
Total Marks:100					
Assessment outcomes	Assessment Criteria for outcomes	Total Marks	Out Of	Theory	Skills Practical
	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 department		2	1	1
	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
	<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	<b>20</b>	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		2	1	1

Compulsory NOS				Marks Allocation	
Total Marks: 100					
Assessment outcomes	Assessment Criteria for outcomes	Total Marks	Out Of	Theory	Skills Practical
	occupational health related issues				
	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 or medical emergency		3	1	2
	PC12. participate in emergency procedures such as raising alarm, safe evacuation etc.,		2	1	1
	<b>Total</b>		<b>20</b>	<b>3</b>	<b>17</b>