

Name and address of submitting body:

**Department of Industry Policy & Promotion (DIPP),
Ministry of Commerce & Industry, Govt. of India,
Udyog Bhawan, New Delhi - 110011**

Name and contact details of individual dealing with the submission

Name: Mr. Manoj Agrawal

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Footwear Design & Development Institute,

A-10/A, Sector – 24, NOIDA – 201301

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List of documents submitted in support of the Qualifications File

1. Annexure I: List of FDDI campuses along with address
2. Annexure II: Basic Closing Operator - Goods & Garments Course Module
3. Annexure III: Assessment Guideline
4. Annexure IV: Guidelines for Human Resource Development Sub-Scheme of Indian Leather Development Programme.
5. Annexure V: Validation Forms from Industry
6. Annexure VI: Report of NSDC on Human Resource & Skill Requirement in Leather and Leather Goods Sector
7. Annexure VII: Report of CLE
8. Annexure VIII: Case Study on Management of HRD requirements in Indian Footwear Industry

SUMMARY

Qualification Title	Basic Closing Operator- Goods & Garments
Qualification Code	DIPP/FDDI/Q2101
Nature and purpose of the qualification	<ul style="list-style-type: none"> - A certificate course under PLSDP (A project OF DIPP, Govt. of India) for entry level shop floor operations. - Purpose of Course – To impart skill development training to non worker (layman) and convert them into a semi skilled worker (able to do basic Closing operations), special preference to SC/ST, Women, Minorities, Weaker Sections and people below the poverty line (BPL). Qualified learner will be capable of carrying out basic work functions in various Closing process.
Body/bodies which will award the qualification	Footwear Design & Development Institute
Body which will accredit providers to offer courses leading to the qualification	<ul style="list-style-type: none"> - Department of Industrial Policy and Promotion, Ministry of Commerce & Industry, Government of India
Body/bodies which will carry out assessment of learners	<div style="text-align: center;"> <pre> graph TD FDDI[FDDI] --> EC[Examination Cell] EC --> LTC[Long Term Courses] EC --> STC[Skill Training Courses] </pre> </div> <p>Examination Cell of FDDI, NOIDA would act as Assessment body. FDDI was established by the Ministry of Commerce and Industry, Government of India in the year 1986.</p> <p>A third party agency is appointed by Department of Industry Policy and Promotion (DIPP) i.e., the ‘National Monitoring Unit’ (NMU) which is responsible for providing technical support, periodic monitoring, evaluation and assessment of the training conducted by FDDI. It has database of all the trainees. It monitors the scheme and sends the report to DIPP periodically. Current NMU is Central Leather Research Institute (CLRI).</p> <p>Detailed write up and list of FDDI campuses attached as Annexure – I.</p>
Occupation (s) to which the qualification gives access	Basic Closing Operator – Goods & Garments
Licensing requirements	N/A
Level of the qualification in the NSQF	Level – 2

Anticipated volume of training/learning required to complete the qualification	The learner would be given training for – 300 hours (As per guidelines of HRD sub scheme of ILDP, at least 4 weeks + 2 weeks of on the job training required)			
Entry requirements and/or recommendations	Candidate should be able to read and write in any language. No prior experience in the sector required. No minimum educational qualification required.			
Progression from the qualification	After completion of course and gaining further knowledge, it takes 3-8 years for a trainee to reach next higher levels like Passer, Assistant Supervisor, Supervisor, Quality Controller, Cutting In-charge and up to Production Manager.			
Planned arrangements for the Recognition of Prior learning (RPL)	N/A			
International comparability where known	N/A			
Date of planned review of the qualification.	31/12/2018			
Formal structure of the qualification	Title of Components : Basic Closing Operator – Goods and Garments Identification code : DIPP/FDDI/Q2101			
	Module	Mandatory / Optional	Learning Hours	Level
	Overview of leather industry & Generic Skills	Mandatory	10	2
	FDDI/N2101 Stitch components to produce goods and garments	Mandatory	139	2
	FDDI/N2102 Contribute to achieve product quality in closing operations	Mandatory	20	2
	FDDI/N2103 Maintaining the work area, tools and machines	Mandatory	10	2
	FDDI/N2104 Maintaining the health safety and security requirements at workplace	Mandatory	6	2
	FDDI/N2105 Comply with industry regulatory and organizational requirements	Mandatory	2	2
	FDDI/N2106 Soft Skill	Mandatory	13	2
	On-the-Job Training	Mandatory	100	2
	TOTAL HOURS		300	

Please attach any document giving further detail about the structure of the qualification – eg a Curriculum Document or a Qualification Pack.

Basic Closing operator Course Module - Annexure II

SECTION 1

ASSESSMENT

Body/Bodies which will carry out assessment: FDDI is a premier Institute in the country and having 12 full-fledged campuses in various states. We are having highly qualified faculty in these campuses which would be engaged for carrying out assessment independently. For this purposes FDDI would form an Examination Cell having its head office at Noida. The Examination Cell would be responsible for setting question paper and organize theory and practical examination at the end of the programme. The trainers involved in training of Basic Closing operators would not be engaged as Assessor/Examiner. Faculties & Trainers from FDDI campuses would be engaged for Assessment.

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List of FDDI campuses with address is same as Annexure I.

How will RPL assessment be managed and who will carry it out?

N/A

Describe the overall assessment strategy and specific arrangements which have been put in place to ensure that assessment is always valid, reliable and fair and show that these are in line with the requirements of the NSQF.

The assessment for Basic Closing operator course is carried out by conducting internal assessment and end-of-training examinations as per the guidelines given in the Curriculum. The internal assessments for theory, practical & project work will be conducted for evaluating the knowledge and skill acquired by trainees and the behavioural transformation of the trainees as per the learning outcomes on continuous basis during the training period. Final Theory and Practical exams are conducted in Trade Theory related to communication, use of machines, needle, thread, adhesive etc. Trade practical examinations are conducted by assigning different job assignments and practice on machines for understanding the competency of the student with machines and goods making etc. FDDI Examination Cell in Head Office will prepare question papers for the Trade Theory & Practical. Candidates are to demonstrate that they have gained knowledge and skill related.

Assessment Strategy ensures that the assessment is stringently according to the curriculum.

Validity – The emphasis of training modules is on 'learning-by-doing' and practical demonstration of skills and knowledge based on the assessment criteria. The question paper is designed by FDDI Examination Cell in Head Office and is prepared by subject matter experts who are established in their fields, which ensures the validity of the assessment.

Consistency – Assessment process generates rational results in spite of change in evaluators, location etc. The assessment for theory, practical and project work is conducted for evaluating the

knowledge and skill acquired by trainees and behavioural transformation of the trainees as per the learning outcomes on continuous basis during the training period. The trained assessors who are experts in the field ensure that the test is consistent.

Fairness – All the enrolled trainees are given equal opportunity irrespective of their religion, cultural, social, economic background or gender.

Selection of Assessors

FDDI Examination Cell will select and appoint Assessor from its nearby campuses as per location of Training Center. Selected Assessor should have adequate subject knowledge and must possess below mentioned skills:

- Knowledge of Core Skills – Theory & practical test
- Knowledge of supplementary skills
- Impartial and fair assessment
- Respectful to local languages, customs, rituals and behaviour
- Addressing unexpected challenges and problems

Assessment will consist of two parts: Practical and Theory

The following points describe the process of administering theory and practical assessments:

1. Implement the code of conduct for trainees during examination.
2. No person will be allowed in the examination hall during examination except the trainees concerned and Assessor supervising the examination.
3. All assessors must reach to respective examination hall before 15 minutes of the examination scheduled time.
4. Question papers will be available in the examination hall before 10 minutes of the examination schedule.
5. All assessors must maintain silence in the examination hall.
6. Use of mobile phones inside the examination hall is strictly prohibited.
7. Assessor must check that the trainees should have occupied their respective seats according to seating plan.
8. Assessor shall distribute question paper to the trainees before 5 minutes of the scheduled start time.
9. Verify the admit card/ I-card of the trainee.
10. Assessor has to take signature of the trainees on attendance sheet and maintain attendance record of the examination hall.
11. Assessor must watch the trainees continuously and must be vigilant.
12. Assessor should not leave examination hall during examination period.
13. Assessor must be vigilant, prevent unfair means and shall report such cases, if any without any discrimination.
14. Assessor will read out the general instructions to trainees and ensures that the trainees are clear about the instructions of the assessments.

General Instructions for Trainees:

- Trainees must appear at the examination hall at least twenty minutes before the commencement of the examination.
- Trainees shall bring their photo identification proof which includes Voter ID Card, Aadhar Card, and Driving License etc.

- Questions shall be Multiple Choice Questions (MCQ). Each question shall have one correct answer.
- Trainees shall not communicate with one another in any manner whatsoever during the examination.
- No material or electronic devices shall be brought into the room or used at an examination.

Trainees shall remain seated at their desks until their examination is over.

Please attach any documents giving further information about assessment and/or RPL. Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

1. Assessment Guidelines are given as Annexure III

ASSESSMENT EVIDENCE

Complete a grid for each component as listed in “Formal structure of the the qualification” in the Summary.

NOTE: this grid can be replaced by any part of the qualification documentation which shows the same information – i.e., learning outcomes to be assessed, assessment criteria and the means of assessment.

Learning outcomes would be assessed separately for practical and well as theoretical knowledge by the Examination Cell of FDDI.

Assessment Evidence comprises the following components document in the form of records:

1. Practical Assessment
2. Theoretical Assessment

Title of Component: Basic Closing Operator – **Goods & Garments**

Guidelines for Assessment:

- Criteria for assessment based on each learning outcomes, will be assigned marks proportional to its importance.
- The assessment for theory & practical part is based on knowledge bank of questions created by trainers and approved by Examination Cell.
- For each Individual batch, Examination Cell will create question papers for theory part as well as practical for each candidate at each examination.
- To pass the Qualification, each trainee should score minimum 60% cumulatively (Theory and Practical)

NOS	Assessment Criteria	Total Marks	Marks Allocation		
			Out Of	Theory	Practical Skills
FDDI/N2101 - Stitch components to produce goods & garments	1. Follow the instructions according to the work ticket/job card		2	0	2
	2. Work place is free from hazards		2	0	2
	3. Product matching with material, follow the specifications		2	0	2
	4. Work target with supervisor		2	0	2
	5. Material and threads		7	4	3
	6. Sewing machine, threads and bobbins		2	0	2
	7. Closing department (machine control, Component attachment, Changing needles, Changing threads)		2	0	2
	8. Set machine balancing for stitching		2	0	2
	9. Trial of proper running of machine		7	4	3
	10. Adjust machine controls wherever necessary		2	0	2
	11. Safely run the machine with instruction		12	4	8
	12. Time management for stitch		2	0	2
	13. Proper placing & smooth work		12	4	8

	14. Tension adjustment	2	0	2
	15. Rectify the components for shade variation	2	0	2
	16. According to the specification follow to stitch	2	0	2
	17. Use of zigzag machine, flatbed machine	2	0	2
	18. Seam rubbing by machine	2	0	2
	19. Check the components and assemble shade wise as instructed	2	0	2
	20. Lining attachment	2	0	2
	21. Adhesive application	1	0	1
	22. Folding process of the components by hand or machine	2	0	2
	23. Use of flat & post bed machine	2	0	2
	24. Joining of lining part using by post bed machine	1	0	1
	25. Edge trimming operation	7	4	3
	26. Perform eyelet/rivet by machine/hand	2	0	2
	27. Purpose of use eyelet/rivet	2	0	2
	28. Utilization of Piping	1	0	1
	29. Visual inspection as per specifications in the job card	1	0	1
	30. Matching with production specification	1	0	1
	31. Basic maintenance of machinery	1	0	1
	32. Report risks and problems	2	0	2
	33. Systematically keep all	2	0	2

	forms, records and other documentation				
	34. Company reporting procedures		7	4	3
	35. Report defective machines, tools or equipment		2	0	2
	36. Reducing the material wastage for production		3	0	3
	37. Dispatch to next stage		3	0	3
	NOS Total Marks	Total	110	24	86
FDDI/N2102 - Contribute to achieving the product quality in Closing operations	1. Follow the specification sheet		1	0	1
	2. Maintain the quality of product		6	4	2
	3. During production check that product is matching with specification		11	0	11
	4. Continue the required quality		1	0	1
	5. Quality checks at agreed intervals and in the approved way.		1	0	1
	6. Check and verify of every stage in the Closing processes.		1	0	1
	7. Check the colour variation		1	0	1
	8. Without damaging complete product is done		0.5	0	0.5
	9. Proper adhesives utilization		0.5	0	0.5
	10. Reason for folding		1	0	1
	11. Importance of edge trimming		0.5	0	0.5
	12. Complete inspection of all Closing process		0.5	0	0.5

	13. Minimum faults in Production		1	0	1
	14. Minimum wastage and maximum utilization of material		7	1	6
	15. Control of faulty work and maintain the quality work		2.5	2	0.5
	16. If defect cannot identify then follow the procedure to report		1	0	1
	17. Submit to next stage for process		2.5	2	0.5
	18. After completion of work area should be clean & safe.		1	0	1
	NOS Total Marks	Total	40	09	31
FDDI/N2103 - Maintain the work area, tools and machines	1. Proper & safely handle the instruments (tools, machine, material)		2	0	2
	2. Use proper handling & lifting Instructions		2	0	2
	3. Reducing waste of material		3	0	3
	4. Preparation of work		2	0	2
	5. Maintain a good atmosphere of working area		3	0	3
	6. Finalize with work interruptions		2	0	2
	7. Carefully moving in work area		3	0	3
	8. Importance of tools and equipment		3	0	3
	9. Running maintenance to be continue		4	2	2
	10. Outside responsibility (maintenance, etc.)		2	1	1

	11. Report unsafe instruments		3	2	1
	12. Machine guards or protector are in correct place		1	0	1
	13. Good working posture		2	1	1
	14. Use proper equipment		3	0	3
	15. Dispose of waste safely in the designated location		3	0	3
	16. After use of tools keep safely		2	0	2
	17. Records and documentation		2	1	1
	18. Proper lighting, ventilation for comfort work		2	1	1
	19. Give inputs and completing documentation		1	0	1
	20. Report outside your area of responsibility		1	0	1
	21. Safely handling the materials, equipment and tools		2	1	1
	22. Maintain environment to secured stock from theft, damage		2	1	1
	NOS Total Marks	Total	50	10	40
FDDI/N2104 - Maintain health, safety and security at workplace	1. Health and safety related instructions		1	0	1
	2. Utilization of personal protective equipment.		1	0	1
	3. Own activities in line and procedures		1	0	1
	4. Healthy lifestyle.		0.5	0	0.5
	5. Follow the management system		6	4	2

	6. If possible, Identify and correct malfunctions in machine and tools		1	0	1
	7. Report if not rectified of malfunctions (machine)		1	0	1
	8. As per instruction store materials and equipment		0.5	0	0.5
	9. Safely handle and move waste and debris		1	0	1
	10. Controlling to own actions for risk/accident		1	0	1
	11. Risk clarification from supervisor or authorised personal		1	0	1
	12. Keep away from potential risks and threats.		1	0	1
	13. Work area free from hazards		0.5	0	0.5
	14. Report to supervisors for occurring hazards in work place		5.5	3	2.5
	15. Participate in mock drills for safety		0.5	0	0.5
	16. Basic training of first aid, fire-fighting etc.		1	0	1
	17. If any incident happen take the action based instruction		0.5	0	0.5
	18. Follow organization procedures		1	0	1
	NOS Total Marks	Total	25	07	18
FDDI/N2105 - Comply with industry, regulatory and organizational requirements	1. Organizational instruction and procedures.		10	3	7
	2. Clarification from senior person for policies & procedures		3	0	3

	3. Implementation of policies and procedures at work place		2	0	2
	4. Support to the supervisor and team members		7	4	3
	5. Report for requirements.		3	0	3
	NOS Total Marks	Total	25	07	18
FDDI/N2106 - SOFT SKILL	1. Practices with co-workers		2.5	1	1.5
	2. Co-ordinations with group		2.5	1	1.5
	3. Health practises during working period		2	1	1
	4. Use on hygiene factors		2	1	1
	5. Time management		2.5	2	.5
	6. Follow written & verbal instructions of supervisor		3	2	1
	7. Coordinating with co-workers		3	2	1
	8. Barrier in communication		3.5	3	.5
	9. Positive attitude		2	1	1
	10. Cooperate with co-workers in efficient work		3.5	2	1.5
	11. Good communication with co-workers in written		3.5	2	1.5
	12. Effective communication with co-workers in oral		3.5	0	3.5
	13. Follow work culture (Organization)		3	0	3
	14. Reading skills		3.5	0	3.5
	15. Writing skills		3.5	0	3.5
	16. Meetings with supervisor		3	0	3
	17. Different types of		3.5	0	3.5

	hygiene factor				
	NOS Total Marks	Total	50	18	32
Grand Total			300	75	225

SECTION 2
EVIDENCE OF NEED

What evidence is there that the qualification is needed?

- FDDI has been conducting skill development training for past many years. Under Human Resource Development Sub-Scheme of Indian Leather Development Programme of Govt. of India, FDDI has trained more than **4.82 Lakhs trainees & placed 3.8 lakhs candidates in various Footwear Industries across the country from January 2009 to December 2016**. It is a Placement Linked Skill Development Programme (PLSDP).
- The Scope of this scheme is to provide training of persons not already employed in the sector at entry level in shop floor operations. The duration of the course is at least four weeks plus two weeks on the job training. **(Annexure IV)**
- According to NSDC, an additional workforce of 2.39 million people would be required in Leather and Leather Goods sector.
- FDDI consistently interact with industry and make changes in courses as per requirement of stakeholders. We have also obtained validation from industries for Closing Operator Course. Validation forms attached. **(Annexure V)**

List of Industries involved in the validation processes:

1	BULLA ENTERPRISE	VILL-HOMRA,P.O.-NAGARTALA,P.S.-JIBANTALA, PIN-743376
2	TUKTUKI LEATHER	61/E TOPSIA ROAD,KOLKATA-700039
3	RAJ ENTERPRISE	VILL-SRINAGAR,P.O.-BANSRA,P.S.-CANNING,DIST-SOUTH 24 PARGANAS,WEST BENGAL, PIN:- 743363
4	TRANTA ENTERPRISE	NOAPARA, BARASAT ROAD, P.O + P.S - BARASAT, NORTH 24 PARGANAS, KOLKATA-700124
5	AAKU LEATHER	VILL-GHATKANDA, P.O- GHATKANDA, P.S- BARUIPUR, DIST- SOUTH 24 PARGANAS, PIN- 743376
6	K.G.N LEATHER POINT	VILL-BALBOLIAR MORE, P.O-KEYATALA, P.S- BARUIPUR, DIST-SOUTH 24 PARGANAS, PIN- 743372
7	ALFA LEATHER CORNER	VILL-SINGESOR, P.O- BODRA, P.S- BHANGAR, DIST- SOUTH 24 PARGANAS, PIN-743502
8	AJMIRA ENTERPRISE	VILL-FULBARI PARA, P.O-JOGENDRAPARA, P.S- JIBANTA;A, DIST- SOUTH 24 PARGANAS, PIN- 743329
9	SUN IT LEATHER	VILL-FULBARI, BAMUNIA, BHANGAR, DIST- SOUTH 24 PARGANAS, PIN-743502
10	BARALA LEATHER CENTRE	VILL + P.O-SAHAPUR, DIST-MURSHIDABAD, PIN- 742122
11	BIRBHUM CRAFTS HOUSE	VILL-SURYPARA, P.O + P.S- BOLEPUR, DIST- BIRBHUM, WARD NO-17, PIN-732104

12	J.S LEATHER GOODS	NAGARDULLA, CANNING, SOUTH 24 PARGANAS, PIN:-743363
13	LAXMI LEATHER BAG	VILL-BAKULTALA, P.O-SARANGABAD, P.S-JIBANTALA, DIST- SOUTH PARGANAS, PIN-743502
14	BABUSONA LEATHER GOODS	VILL-GOJOYPUR, P.O- NARAYANPUR,P.S-BHANGORE, DIST- SOUTH 24 PGS, PIN-743363
15	BASU BAG CENTER	VILL- CHAKBERIA, P.O- KUSTIA, P.S- SONARPUR, DIST- SOUTH 24 PARGANAS, PIN-743330
16	SOLUTION LEATHER	VILL- BASIRHAT, DAKSHIN PARA, P.O + P.S-BASIRHAT, DIST- NORTH 24 PARGANAS, PIN - 743411
17	RASID LEATHER	BARASATA, MOLLAPAR, DIST- NORTH 24 PARGANAS, KOLKATA-700125
18	MOHINI LEATHER	VILL-RAMCHANDRAPUR, P.O- SHERPUR, P.S-USTHI, DIST- SOUTH 24 PARGANAS, PIN-743375
19	TAMANNA LEATHER	30 NO KUSTIA ROAD, KOLKATA-700039
20	LABONI LEATHER	VILL-RAMCHANDRAPUR, P.O- SHERPUR, P.S-USTHI, DIST- SOUTH 24 PARGANAS, PIN-743375
21	KUSUM LEATHER	VILL-KEYAKONA, P.O-UTTARKUSUM, P.S- USTHI, DIST-SOUTH 24 PARGANAS, PIN-743375
22	M. ENTERPRISE	VILL:- MOKROMPUR, P.O:-KUSTIYA, P.S:-SONARPUR, DIST:- SOUTH 24 PARGANAS,PIN:- 743330
23	ITC LEATHER GOODS	VILL-JOYPUR, P.O- JAWPUR, P.S-BHANGOR, DIST-SOUTH 24 PARGANAS, PIN- 743502
24	NEW PERFECT LEATHER	VILL- NARANPUR, P.O-BANSRA, JIBANTALA, SOUTH 24 PARGANAS, PIN- 743363
25	MALIHA LEATHER	VILL-CHALTABERIA, P.O- B. CHALTABERIA, P.S-KASHIPUR, DIST-SOUTH 24 PARGANAS, PIN- 743502
26	MILON LEATHER	VILL+P.O- B CHALTABERIA, P.S- KASIPUR, DIST- 24 PGS (S), PIN-743502
27	CROMPTON LEATHER	VILL-CHINIPUKUR, P.S- SONEPUR, P.S- KASHIPUR, DIST- SOUTH 24 PARGANAS, PIN-700135
28	KAMARULLA ENTERPRISE	VILL- MAKRAMPUR, P.O-KUSTIA,P.S-SONARPUR, DIST-SOUTH 24 PGS, PIN-743330
29	SOWMILI ENTERPRISE	VILL- KADIHATI, P.O- KUMARJOL, P.S- MINAKNHA, DIST- SOUTH 24 PARGANAS, PIN-743425
30	B.S ENTERPRISE	VILL-SHEORADERIA, P.O- TARDAHA, P.S-K.L.C., DIST- SOUTH 24 PARGANAS,
31	TOPLET LEATHER	KHARIBERIYA, BENJANHARI ACHARIAL, BUDGE BUDGE, SOUTH 24 PARGANAS, PIN-700013

32	SARDER LEATHER BAG	FULBAGICHA,P.O.-BANERJEE CHAK,P.S.- JOYNAGAR, DIST-24 PGS (S), WEST BENGAL, PIN- 743337
33	KAYA SHOE	VILL.-CHTO-DASPARA, P.O& PS- DUTTAPUKUR, DIST.- 24 PARGANAS(NORTH) PIN-743248
34	ALIM LEATHER	VILL- RAMCHANDRAPUR, P.O- SHERPUR, P.S- USTHI, DIST- SOUTH 24 PARGANAS, PIN-743375
35	GAZI ENTERPRISE	VILL.- CHTO-DASPARA, P.O& PS- DUTTAPUKUR, DIST.- 24 PARGANAS(NORTH) PIN-743248
36	MOFI ENTERPRISE	VILL-HOMRA,P.O.-NAGARTALA,P.S.- JIBANTALA,PIN-743376
37	MANNAN BAG CENTRE	VILL+ P.O-BORIZPUR, P.S-USTHI, DIST- SOUTH 24 PARGANAS, PIN-743375
38	FAJILA BAG CENTRE	VIL-MIRZAPUR, P.O-HANSURI, P.S-MOGRAHAT, DIST-SOUTH 24 PARGANAS, PIN- 743609
39	MOSAREF BAG CENTRE	VILL-DHEITI, P.O- SHANPUKUR, P.S- KASHIPUR, DIST- SOUTH 24 PARGANAS, PIN-743502
40	A.J.ENTERPRISE	VILL:SRINAGAR, P.O:- BANSRA, P.S:-JIBANTALA, DIST:- SOUTH 24 PARGANAS, PIN:-743363
41	CHUPAN LEATHER GOODS	VILL-KANTHALBERIYA, P.O-BHANGANKHALI, P.S- BASANTI, DIST- SOUTH 24 PARGANAS, PIN- 743329
42	ROSHNI LEATHER	VILL-MAKALTALA,P.O-BANSARA,P.S- JIBANTALA,PIN-743363,DIST-SOUTH 24 PARGANAS
43	HAFIZ LEATHER	VILL-KEYAKONA, P.O- UTTARKUSUM, P.S- USTHI, DIST- SOUTH 24 PARGANAS, PION-743375
44	TARIK LEATHER	VILL-RAMCHANDRAPUR, P.O- SHERPUR, P.S- USTHI, DIST- SOUTH 24 PARGANAS, PIN-743375
45	LABU LEATHER	VILL- PRANGANG, BODRA, DIST- SOUTH 24 PARGANAS, PIN-733502, WEST BENGAL
46	SAGAR LEATHER	BISHNUPUR, SOUTH 24 PARGANAS, KOLKATA
47	SUMANA BAG CENTER	VILL + P.O- KAGRAM, P.S- SALAR, DIST- MURSHIDABAD, PIN- 742402
48	NEW LASKAR LEATHER HOUSE	VILL-RAMCHANDRAPUR, P.O- SHERPUR, P.S- USTHI, DIST- SOUTH 24 PARGANAS, PIN-743375
49	SALAUDDIN LEATHER	VILL-MIRZAPUR, P.O-HANSURI, P.S- MOGRAHAT,SOUTH 24 PGS PIN- 743609
50	RUHAN LEATHER	VILL-ABAD PARA, P.O- JOGENDRA, P.S- JIBANTALA, DIST- SOUTH 24 PARGANAS, PIN- 743329
51	SUCCESS LEATHER	VILL-LASKAR PARA, P.O-BANSARA, P.S- JIBANTALA, DIST-SOUTH 24 PARGANAS, PIN- 743363, WEST BENGAL

52	JET LEATHER GOODS	VILL- NOVASAN, P.O- NARAYANPUR, P.S- JIBANTALA, DIST-SOUTH 24 PARGANAS, PIN- 743363
53	H.ENTERPRISE	VILL-BONMALIPUR, P.O-BANSRA, P.S-JIBANTALA, DIST-SOUTH 24 PARGANAS, PIN-743363
54	PROVAT LEATHER	VILL-SHEORADERIA, P.O- TARDAHA, P.S-K.L.C., DIST- SOUTH 24 PARGANAS, PIN-743330
55	KUMAR BAG CENTER	VILL- PURBA MALLIKPUR, P.O-CHHAYANI, P.S- BARUIPUR, DIST- SOUTH 24 PARGANAS, PIN- 743376
56	AKHTER LEATHER POINT	VILL + P.O- MOTIRDIGHI, P.S-JIBANTAL, DIST- SOUTH 24 PGS, PIN- 743363
57	MORSALIN LEATHER	VILL-KONCHPUKUR. P.O- KRISHNOMATI, P.S- KASHIPUR, DIST- SOUTH 24 PARGANAS, PIN - 743502
58	MOLLA BAG HOUSE	VILL-KANPUR, P.O-BORIZPUR, P.S-USTHI, DIST- SOUTH 24 PARGANAS, PIN-743375
59	NASIM LEATHER	30 NO KUSTIA ROAD, KOLKATA-700039
60	NURUZZAMAN LEATHER BAG CENTRE	VILL+ P.O-BORIZPUR, P.S-USTHI, DIST- SOUTH 24 PARGANAS, PIN-743375
61	REAJ LEATHER CENTRE	VILL + P.O- DIAMOND HARBOUR, P.S- DIAMOND HARBOUR, SOUTH 24 PARGANAS
62	EMDADUL LEATHER	VILL- KANPUR, P.O- BARIZPUR, P.S-USTHI, DIST- SOUTH 24 PARGANAS, PIN-743375
63	SUBHO ENTERPRISE	VILL- BHATIPOTA, P.O- BHOJERHAT, P.S-KLC, DIST- SOUTH 24 PARGANAS, PIN-743502
64	MORSALIN MONEY BAG	VILL- KONCHPUKUR, P.O-KRISHNOMATI, P.S- KASHIPUR, DIST- SOUTH 24 PARGANAS, PIN- 743502
65	JALIL LEATHER HOUSE	VILL-MIRZAPUR, P.O-HANSURI, P.S-MOGRAHAT, DIST- SOUTH 24 PARGANAS, PIN-743609
66	MONDAL LEATHER HOUSE	VILL-RAMCHANDRAPUR, P.O-SHERPUR, P.S- USTHI, DIST- SOUTH 24 PARGANAS, PIN-743375
67	RAJIB LEATHER	VILL + P.O- BARIZPUR, P.S-USTHI, DIST- SOUTH 24 PARGANAS, PIN-743375
68	A.P LEATHER	VILL:- TALTALA, P.O:- BANSRA,P.S:- JIBANTALA, DIST:- 24PGS(S), PIN:-743363
69	DREAM LEATHER	VILL:- DHALI PARA, P.O:- ISWARIPUR, P.S:- JIBANTALA, DIST:- SOUTH 24 PGS, PIN:- 743502
70	A TO Z LEATHER	NISCHINTAPUR, BUDGE BUDGE, KOLKATA- 700137
71	SWAPNA ENTERPRISE	6/12, DESHPRIYA, JITENDRA MOHAN ROAD, BUDGE BUDGE, KOLKATA-700137
72	PIU LEATHER	ABHIRAMPUR,NISCHANTAPUR, P.O + P.S- BUDGE BUDGE, KOLKATA-700137

73	KASIF LEATHER BAG	VILL:- SOLGOYALIYA, P.O- CHAMPAHATI, P.S-BARUIPUR, DIST:- 24PARGANAS(SOUTH), PIN:- 743330
74	LILA INFOTECH	VILL:-NASKAR PARA , P.O:- SARANGABAD, P.S:- JIBANTALA, DIST:-24PGS(S), PIN:-743376
75	BAIDYA BAG CENTRE	VILL-BARJULI, P.O-GHOSHPUR, P.S-BHANGAR, DIST- SOUTH 24 PARGANAS, PIN-743502
76	TANUSKA INTERNATIONAL	BUDGE BUDGE TANK ROAD , KOLKATA 700041
77	BALAJI LEATHER CREATION	UDAYAN INDUSTRIAL ESTATE, 3 NO PAGLADANGA MAIN ROAD, KOLKATA 700015
78	CREATIVE LEATHER HOUSE	VILL-MOLLAPARA,BARASAT, NORTH 24 PARGANAS, KOLKATA-700125
79	TAJ LEATHER	VILL-MOLLAPARA,BARASAT, NORTH 24 PARGANAS, KOLKATA-700125
80	M.K LEATHER BAG CENTER	VILL-BHAHATIPOTA, P.O-BHOJAI RHUT,P.S-KLC,DIST-SOUTH 24 PARGANAS,PIN-743502
81	MOMTAZ ENTERPRISE	VILL- CHAKDAHAT, P.O- HANSURI, P.S-MOGRAHAT, DIST- SOUTH 24 PARGANAS. PIN- 743609
82	SUJATA LEATHER POINT	VILL- HALDARPARA, P.O- BANSRA, P.S-JIBANTALA, PIN- 743363
83	M.K. LEATHER POINT	VILL-FULLBERIA, P.O-JOGENDRONAGAR, P.S-JIBANTALA, PIN-743329
84	S.SHOE HOUSE	VILL- CANNING TOWN, (NEAR CANNING STATION), P.O + P.S- CANNING, 24 PARGANS (S)
85	ARIYAN LEATHER	VILL + P.O- BAHURU, P.S- SOUTH BARASAT, SOUTH 24 PARGANAS, WEST BENGAL
86	SABINA SHOE HOUSE	VILL- CHAKBERIA, P.O-KUSTIA, P.S-SONARPUR, DIST-24 PGS, PIN-743330
87	CHORIAL LEATHER POINT	VILL-ABHIRAMPUR, P.O + P.S- BUDGE BUDGE, DIST- SOUTH 24 PARGANAS, PIN-700137
88	INDIAN LEATHER SOLUTION	486 M.G ROAD, P.S- BUDGE BUDGE, KOLKATA-700137
89	SOHINI LEATHER	VILL- RAMGANGA, RAMGANGA, P.S-PATHARPRATIMA, DIST-24 PARGANAS(S), PIN- 743371
90	DEBASISH LEATHER	BARUIPUR,KALYANPUR ROAD,KHODAR BAZAR(NEAR-FIROZA COMPLEX),KOLKATA-700144
91	NAZ BAG CENTER	VILL- KHAR GRAM, P.O + P.S- KHARGRAM, DIST-MURSHIDABAD, PIN-742147
92	KHOSNEHARA LEATHER	VILL-SALAR, P.S-SALAR, DIST-MURSHIDABAD, PIN 742401
93	PEACE FOOTWEAR	BUDGE BUDGE, BENGANHARIA, DIST- SOUTH 24 PARGANAS

94	M/S SONA FOOTWEAR	SOUTH KUMRAKHALI, P.O-NARENDRAPUR, P.S_ SONARPUR, KOLKATA-700103
95	DE LEATHER ASSOCIATES	NORTH BARASAT, KAZIPARA, DIST- NORTH 24 PARGANAS
96	TASLIMA ENTERPRISE	VILL-MAKHALTALA, P.O-BANSRA, P.S-JIBANTALA, DIST- SOUTH 24 PARGANAS, PIN-743363
97	SHILPI ENTERPRISE	VILL-ABHIRAMPUR,NISCHINTAPUR, P.O+P.S:BUDGE BUDGE, DIST-SOUTH 24 PGS, PIN-700137
98	ANNIE ENTERPRISE	VILL-NISCHINTAPUR,BUDGE BUDGE, DIST- SOUTH 24 PARGANAS, KOLKATA-700137
99	NILU SHOE HOUSE	D.B.C ROAD,BUDGE BUDGE, DIST- SOUTH 24 PARGANAS, KOL-700137
100	SAGAR DIGHI LEATHER POINT	VILL-CHANDANBATI, P.O- AHERI PARA, P.S-SAGARDHIGI, DIST- MURSHIDABAD, PIN-742226
101	MURSHIDABAD LEATHER HOUSE	VILL-CHANDANBATI, P.O- AHERI PARA, P.S-SAGARDHIGI, DIST- MURSHIDABAD, PIN-742226
102	NASIMA BAG CENTER	VILL+P.O- SALAR, P.S- SALAR, DIST- MURSHIDABAD, PIN-742122
103	A.R. BAG CENTER	VILL+P.O- SALAR, P.S- SALAR, DIST- MURSHIDABAD, PIN-742122
104	ROHIT ENTERPRISE	VILL- BARUIPUR, HARIHARPUR, KOLKATA-700144
105	PAPIYA LEATHER BAG	VILL-GHUNGRI, P.O- SHANKSAHAR, P.S- BHANGAR, DIST- SOUTH 24 PARGANAS, PIN-743502
106	SUMIT INTERNATIONAL	BARUIPUR, HARIHARPUR, KOLKATA-144
107	NEHA LEATHER INDUSTRIES	MULLICKPUR, GANESHPUR,P.S-BARUIPUR, KOLKATA-700144
108	NIMLEX	NORTH JAGTALA, MAHESHTALA, DIST- SOUTH 24 PARGANAS, KOLKATA-700141
109	SOOKY LEATHER	UDAYAN INDUSTRIAL ESTATE PAGLADANGA MAIN ROAD, BELIAGHATA, KOLKATA
110	DISHA LEATHER CRAFT	NISCHINTAPUR, BUDGE BUDGE, SOUTH 24 PARGANAS, PIN-700137
111	SUPER LEATHER	44/2, ASHUTOSH MUKHERJEE ROAD MAHESHTALA, BUDGE BUDGE KOLKATA-700137
112	TITLI ENTERPRISE	VILL- SENPUKUR, P.O- UTTAR RAIPUR, P.S- BUDGE-BUDGE, 24 PGS.(S), PIN-700137
113	AFROZ LEATHER	VILL-SALAR, P.O+P.S- SALAR, DIST- MURSHIDABAD, PIN-742401
114	SAMIM BAG CENTER	VILL+P.O- SALAR, P.S-SALAR, DIST- MURSHIDABAD, PIN-742401

115	ORANGE FOOTWEAR	NUNGI PARBANGAL, MHESHTALA, KOLKATA-700140
116	UDAY FOOTWEAR	BATANAGAR, MAHESHTALA, KOLKATA-700141
117	MOU INFOTECH	VILL-BHOGALI, P.O-SATBHAYA, P.S-KASHIPUR, DIST- SOUTH 24 PARGANAS, PIN-700135
118	SHOVA LEATHER HOUSE	VILL+P.O- ASHARU, P.S-BAGDAHA, DIST- NORTH 24 PARGANAS, PIN-743251
119	SARDAR LEATHER BAG	VILL-FULBAGICHA,P.O.- BANERJEE CHAK, P.S.-JOYNAGAR,DIST-SOUTH 24 PGS,743337
120	MAHESHTALA SHOE HOUSE	NATUNPARA, UTTAR MAHESHTALA P.O + P.S -MAHESHTALA, SOUTH 24 PARGANAS, PIN-700141
121	INTO LEATHER GOODS	VILL- PURBA KANTHALIA, P.O- KANTHALIA, P.S-BHANGOR, DIST- SOUTH 24 PARGANAS, PIN-743502
122	MONIRUL LEATHER BAG CENTRE	VILL-KANPUR, P.O-BORIZPUR, P.S-USTHI, DIST-SOUTH 24 PARGANAS, PIN-743375
123	SALAM LEATHER	VILL-MIRZAPUR, P.O-HANSURI, P.S-MOGRAHAT, DIST- SOUTH 24 PARGANAS, PIN-743609
124	SALIM LEATHER	VILL-RAMCHANDRAPUR, P.O-SHERPUR, P.S-USTHI, DIST- SOUTH 24 PARGANAS, PIN-743375
125	MIKAIL LEATHER	VILL-RAMCHANDRAPUR, P.O-SHERPUR, P.S-USTHI, DIST- SOUTH 24 PARGANAS, PIN-743375
126	ARIYA LEATHER	VILL:- JOYPUR, P.O:-JAWPUR, P.S:-BHANGORE, DIST:-SOUTH 24 PGS, PIN:-743502
127	D. LEATHER	VILL:- UTTAR MADHABPUR, P.O:- MADHABPUR, P.S:- BHANGORE, DIST:- SOUTH24 PGS, PIN:-743502
128	GP LEATHER	VILL +P,O:-BELEGACHI, P.S:-BARUIPUR, DIST:- SOUTH 24 PGS, PIN:-743376
129	SUNDARBAN LEATHER	VILL- RADHABALLABPUR, P.O- BASANTI (SUNDARBAN), DIST- SOUTH 24 PARGANAS, PIN-743312
130	M.S FEBIC LEATHER	VILL-BHATIPOTA, P.O-BHOJERHAT, P.S-KLC, DIST-SOUTH 24 PARGANAS, PIN-743502
131	SANA LEATHER	P.O + P.S - USTHI, DIST - SOUTH 24 PARGANAS, PIN- 743375
132	MUSLIMA ENTERPRISE	VILL-PHULBARI, P.O-JOGENDRANAGAR, P.S-JIBANTALA, DIST-SOUTH 24 PARGANAS, PIN-743329
133	SURIYA ENTERPRISE	VILL-TALDIGHINAGAR UTTAR MADAPPUR, P.O-MADAPPUR, P.S-BHANGAR, DIST- SOUTH 24 PARGANAS, PIN-743520

134	MOUSUMI BAG CENTRE	VILL- RAJAPUR, P.S + P.O- JOYNAGAR, SOUTH 24 PARGANAS(S)
135	SAHIDUL LEATHER	VILL+P.O-PAILI, P.S-BARUIPUR,SOUTH 24 PARGANAS, PIN-743363
136	MONIRA LEATHER	VILL- HALDERHAT, P.O-UTTARKUSUM, P.S-USTHI, DIST- SOUTH 24 PARGANAS, PIN-743375
137	RIHAN LEATHER HOUSE	VILL- SURJOPUR, P.O + P.S- BARUIPUR, KOLKATA-144
138	NASKAR LEATHER	BARUIPUR, HARIHARPUR, KOLKATA-144
139	M.N LEATHER BAG	VILL-BHAHATIPOTA, P.O-BHOJAIRHUT,P.S-KLC,DIST-SOUTH 24 PARGANAS,PIN-743502
140	M.G LEATHER CENTER	VILL- BHATIPOTA, P.O-BHOJERHAT, P.S-KLC, DIST-SOUT 24 PARGANAS, PIN-743502
141	WAHIDA ENTERPRISE	SOUTH KUMRAKHALI, P.O-NARENDRAPUR, P.S_SONARPUR, KOLKATA-700103
142	RITA LEATHER GOODS	VILL-PRASAD PUR,P.O.-ANDHARMANIK(BISHNU PUR),DIST-24 PGS(S),PIN-743503
143	KAHAN LEATHER	VILL+P.O-UTTARKUSUM,P.S- USTHI, DIST- SOUTH 24 PARGANAS, PIN-743375
144	RITA LEATHER	VILL+P.O-UTTARKUSUM,P.S- USTHI, DIST- SOUTH 24 PARGANAS, PIN-743375
145	SUDAM LEATHER HOUSE	VILL+P.O-BARIZPUR, P.S- USTHI, DIST-SOUTH 24 PARGANAS, PIN-743375
146	MOSIOR ENTERPRISE	VILL-UTTARMAKHALTALA, P.O-BANSRA, P.S-JIBANTALA, DIST- SOUTH 24 PARGANAS, PIN-743363
147	KHATUN ENTERPRISE	VILL-BONOMALIPUR, P.O-BANSRA, P.S-JIBANTALA, DIST- SOUTH 24 PARGANAS, PIN-743363
148	ROHIDUL LEATHER HOUSE	VILL-KANPUR, P.O-BARIZPUR, P.S-USTHI, DIST-SOUTH 24 PARGANAS, PIN-743375
149	MOFIDUL LEATHER HOUSE	VILL-KANPUR, P.O-BARIZPUR, P.S-USTHI, DIST-SOUTH 24 PARGANAS, PIN-743375
150	J.B.L FEBRICATION	P.O. + P.S. - BARUIPUR, SURJYOPUR, KOLKATA-700144
151	M/S Raj Footwear	13/2B, Uma Das Lane, Kolkata -700016

What is the estimated uptake of this qualification and what is the basis of this estimate?

As per the report of NSDC on Human Resource & Skill Requirement in Leather and Leather Goods Sector it estimated that currently about 4.42 million people are employed in this sector. Human requirement in the leather and leather goods sector would reach to 6.81 million by the year 2022. Additional employment opportunities by the year 2022 would be of 2.39 million people.

According to Council for Leather Exports (CLE) the local footwear market is currently worth US \$3.25 billion a year with 2.3 billion pairs in demand per year. CLE has forecasted that in the coming years by 2020 footwear demand in India will reach 5 billion pairs a year. (Source Attached)

International Journal of Innovative Research in Science, Engineering and Technology has mentioned in one of its case study on Indian Footwear Industry that around 80-85% distribution of human resource across various footwear industry is in Manufacturing/ Production. (Source Attached)

What steps were taken to ensure that the qualification(s) does (do) not duplicate already existing or planned qualifications in the NSQF?

QPs for Job Roles of various related SSC's were studied to ensure that there is no duplicity for the claimed levels i.e. level 2. There is no similar qualification at level 2 (Non worker to worker). However LSSC has similar QP at level 4.

What arrangements are in place to monitor and review the qualification(s)? What data will be used and at what point will the qualification(s) be revised or updated?

Version 1 of the courses has been prepared and would be uploaded on FDDI website and next version will be prepared by December 2018. Feedback for the courses will be collected 6 months prior to the revision and format for the said purpose will be prepared and uploaded to FDDI website for receiving the comments from the stake holder for any change. Further a meeting with industries who employ out students would be organized and there feedback would be incorporated in the revision.

After receiving feedback and compiling the same the necessary amendments, if required, will be made and all the courses will be revised by the team of experts in the domain field.

Please attach any documents giving further information about any of the topics above.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

1. Report of NSDC on Human Resource & Skill Requirement in Leather and Leather Goods Sector, Page No. 4. – **Annexure VI**
2. Report of CLE – **Annexure VII**
3. Case Study on Management of HRD requirements in Indian Footwear Industry – **Annexure VIII**

SECTION 3

EVIDENCE OF LEVEL

Level of Qualification: Two

Summary of Direct Evidence (From Learning Outcomes):

Justify the NSQF level allocated to the QP by building upon the five descriptors of NSQF. Explain the reasons for allocating the level to the QP.

Generic NOS is/ are linked to the overall authority attached to the job role

Summary of other evidence (if used):

NSQF Domain	Outcomes of the qualification/Component	How the job role relates to the NSQF level descriptors	NSQF Level
Process	<ul style="list-style-type: none">• A Basic Closing Operator is responsible to carry out the operations of closing department of Leather & Goods Industry.• The process contains closing preparation with various hand and machine operations. He would be able to operate various type of closing machine used in Leather & Goods Industry.• In addition Operator would be able to perform regular preventive maintenance to ensure the proper working and required productivity.	<ul style="list-style-type: none">• The process as threading on closing machine changing bobbin, threads, operations of machines, closing various seams are the regular work to make the upper.• These operations require regular practices to give the best efficiency.	2
Professional knowledge	<ul style="list-style-type: none">• A Closing operator should be aware of sequence of operations in Closing department of Leather & Goods industry.• He should be capable of operating different types of Closing machines and their control.• He should have knowledge of needles, thread, seams and their applications. Trainee should be aware of quality norms and productivity.	<ul style="list-style-type: none">• Operator will learn the use of various parts of the machines, different types of adhesives, needles, threads, seams and tools like scissors, thread cutter, hammer etc.• The operator understands context of work and quality	2

	<ul style="list-style-type: none"> • He should understand the safety standards follow by the industry. 	with reference to the sequence of operation	
Professional skill	<ul style="list-style-type: none"> • The operator operates various Closing machine and perform related activities on routine basis as per the instructions received and sample given to him. • He selects and applies right tools and equipment based on Leather Goods & Garments. • Communication with supervisory level and with their co-workers is the part of his job profile. 	<ul style="list-style-type: none"> • Service skills are required in performing various closing operations. • Good communication is required for the same. 	2
Core skill	<ul style="list-style-type: none"> • The operator read various sizing system and other instructions and often writes short sentences. • He communicate with supervisor and talks to other concerns to convey information effectively 	<ul style="list-style-type: none"> • Operator will learn to receive and transmit written and oral messages. • His job include to receive written or oral work instructions and to transmit them to co-workers, jobber or quality checker. 	2
Responsibility	<ul style="list-style-type: none"> • The operator takes charge of the shift after discussing in the issues faced with respect to the quality, production and safety. • He/ She follow the sequence of operations and work instructions with supervision. • He /She contribute for safe & healthy work environment and follow the industry & organizational compliances. 	<ul style="list-style-type: none"> • As the worker leave the factory after discussing the issues faced during the shift, no responsibility lies in the operator. • Supervisor takes up the matter and resolve the problem if any. • The operator operates the machine and performs other related activities as instructed by the operator. 	2

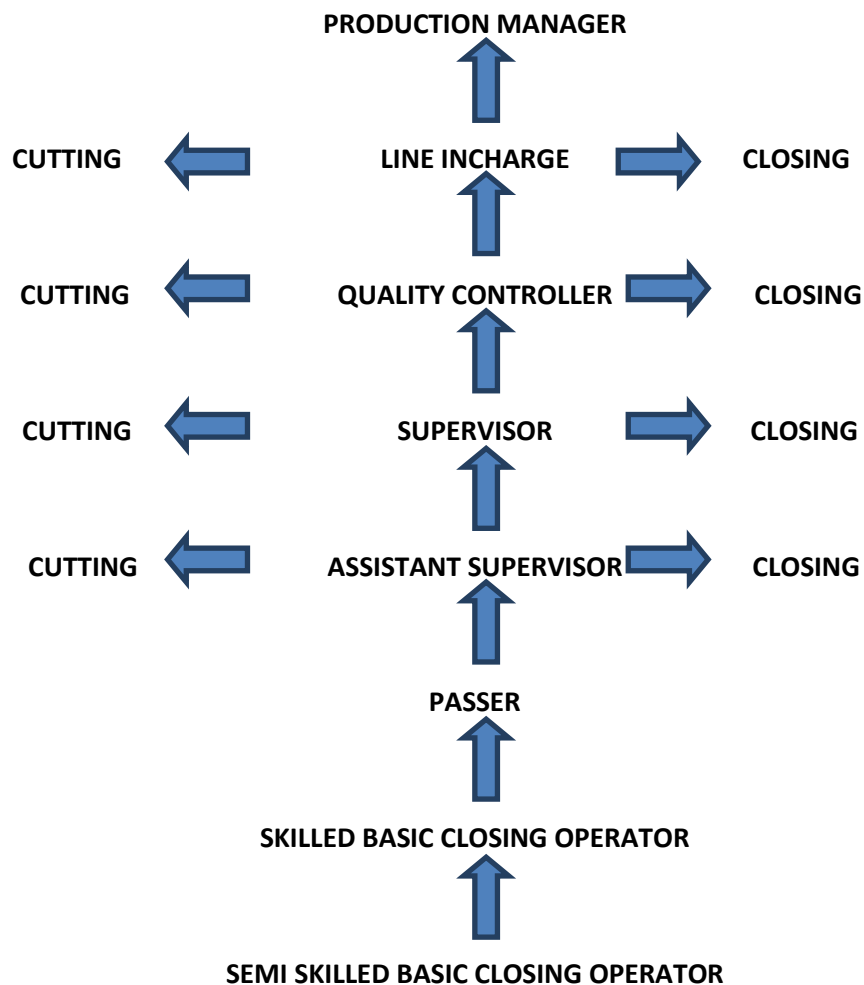
SECTION 4

EVIDENCE OF PROGRESSION

What steps have been taken in the design of this or other qualifications to ensure that there is a clear path to other qualifications in this sector?

By acquiring this qualification the operator will be able to operate Closing/ sewing machine and make of Goods (LG). After getting some additional training the operator will be able to operate other machines like Splitting, Skiving, Eyeleting, and Cylinder Machine etc.

CAREER GROWTH CHART FOR BASIC CLOSING OPERATOR – GOODS & GARMENTS





Please attach any documents giving further information about any of the topics above. Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.