QUALIFICATIONS PACK - OCCUPATIONAL STANDARDS FOR RUBBER INDUSTRY

Contents

What are Occupational Standards(OS)?

- OS describe what individuals need to do, know and understand in order to carry out a particular job role or function
- OS are performance standards that individuals must achieve when carrying out functions in the workplace, together with specifications of the underpinning knowledge and understanding

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Introduction

Qualification Pack – Rubber Plantation Supervisor

SECTOR: RUBBER INDUSTRY

SUB-SECTOR: Natural Rubber (NR) Plantation

OCCUPATION: Production-NR

REFERENCE ID: RSC/ Q 6106

ALIGNED TO: NCO-2004/NIL

Brief Job Description: Supervisor is responsible for supervising all activities in a rubber plantation for pre planting and planting operations like clearing, lining, terracing, pitting, pit filling, planting, cover crop management, mulching, white washing, silt pit making, disease management, weeding, fertilizer application, pruning, branch induction, fencing etc. He is also responsible for labour management.

Personal Attributes: He should be healthy and prepared to do field work even at odd times and should have thorough knowledge of rubber plantation work. He should possess good coordination and communication skills. He should have basic awareness about the use and essential repair of different plantation equipments and tools.

Job Details

Qualifications Pack Code	**RSC/ Q 6106**		
Job Role	**Rubber Plantation Supervisor**		
Credits(NSQF)	**TBD**	**Version number**	**1.0**
Sector	**Rubber Industry**	**Drafted on**	**22/06/2015**
Sub-sector	**Rubber Plantation (NR production)**	**Last reviewed on**	**22/06/2015**
Occupation	**Production-NR**	**Next review date**	**22/06/2017**
NSQC Clearance on	**20/07/2015**		

Job Role	**Rubber Plantation Supervisor**
Role Description	Supervisor is responsible for supervising all activities in a rubber plantation right from pre planting and planting operations like clearing, lining, terracing, pitting, pit filling, planting, cover crop management, mulching, white washing, silt pit making, disease management, weeding, fertilizer application, pruning, branch induction, fencing etc. He is also responsible for labour management.
NSQF level **Minimum Educational Qualifications*** **Maximum Educational Qualifications***	5 XII
Training x(Suggested but not mandatory)	1.Training in all aspects of pre- planting , planting & other cultural operations from a rubber plantation/ Rubber Board. 2.Training in using road tracer, pit maker , weed cutter and sprayer/duster and other equipment/tools .
Minimum Job Entry Age	18 years
Experience `	Minimum 5 years experience in rubber plantations.
Applicable National Occupational Standards (NOS)	**Compulsory:** 1. RSC/N 6107 Supervise Rubber Plantation Development and Maintenance 2. RSC/N 5003 To carry out quality checks 3. RSC/N 5005 Natural Resource Management 4. RSC/N 5006 Providing feedback to higher authorities Optional: NA
Performance Criteria	As described in the relevant OS units

Definitions

Keywords /Terms	Description
Sector	Sector is a conglomeration of different business operations having similar businesses 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.
Function	Function is an activity necessary for achieving the key purpose of the sector, occupation, or area of work, which can be carried out by a person or a group of persons. Functions are identified through functional analysis and form the basis of OS.
Job Role	Job role defines a unique set of functions that together form a unique employment opportunity in an organization.
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.
NOS	NOS are Occupational Standards which apply uniquely in the Indian context.
Qualifications Pack Code	Qualifications Pack Code is a unique reference code that identifies a qualifications pack.
Qualifications Pack	Qualifications Pack comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A Qualifications Pack is assigned a unique qualification 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.
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 or Generic Skills	Core Skills or Generic Skills are a group of skills that are 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.

National Occupational Standard

Overview

This unit is about supervising all activities of field work in a rubber plantation and managing the work force.

National Occupational Standard

Unit Code	RSC /N 6107
Unit Title (Task)	Supervise rubber plantation development and maintenance
Description	This unit is about supervising all items of field work in a rubber plantation and managing the work force.
Scope	This unit /task covers the following: • Preparation of the plantation area • Carry out planting work • Control Measures against diseases • Maintenance of the plantation • Planting of intercrops as per instructions • Workforce management
Performance Criteria (PC) w.r.t. the Scope	
Element	**Performance Criteria**
Preparation of plantation area	To be competent, the user/individual on the job must be able to ensure : PC1. Cleanliness of the plantation area by getting weeds/bushes and debris from previous plantation burnt and removed. PC2. Preparation and maintenance of the estate road PC3. Proper lining, peg marking, pitting and refilling done PC4. Preparation of Terraces of appropriate dimensions and design PC5. Plantation work done for soil/water conservation and retention of moisture. PC6. Provide for necessary drainage facilities in steep land to prevent landslide during heavy rains.
Plantation	PC7. Proper loading, unloading of planting materials/other inputs and shifting to planting site with no/minimal damage. PC8. Selection of quality planting materials, budded stumps/ polybag / root trainer plants . PC9. Planting in pits with proper attention and provide support during the plantation work PC10. Selection of suitable leguminous cover crop, treatment of seeds, basal manuring and planting.
Disease Control	PC11. Taking appropriate control measures against leaf/stem/root diseases using recommended fungicides/pesticides/insecticide PC12. Selection of the cheapest and most efficient weed control methods - manual /chemical/mechanical. PC13. Get the selective manuring done for weaker plants. PC14. Treatment for nutritional deficiency diseases, if needed.
Maintenance	PC15. Proper application of fertilizer as per the requirement. PC16. Pruning of lower branches and mulching plant bases using dried leaves/ providing shade baskets to reduce heating of soil and to preserve soil moisture.

	PC17. White washing done for the brown portion of the plants using lime/clay to reduce heat absorption. PC18.Replacement of vacant planting points done using healthy advanced planting materials. PC19. Repair/maintenance of terrace/soil/stone bunds PC20. Providing sufficient support to plants in wind prone areas. PC21. Raising of wind belt in wind prone areas. PC22. Making fire belt during summer season.
Intercrop	PC23. Raising of appropriate intercrops with the given resources PC24. Maintaining intercrops along with plantation PC25. Proper harvesting of intercrop
Workforce Management	PC26.Maintenance of the check roll and proper distribution of the work among the workers PC27.Evaluate the quality of the work and completion of the assigned task. PC28.Timely reporting to the manager about the progress of work, issues if any, action plan to complete the pending work PC29.Forwarding the applications for leave and other personal claims received from the workers as per the procedure. PC30. Punctuality in the workers performance.
Knowledge and Understanding (K)	
A. Organizational Context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: KA1. Organizational structure of the firm. KA2.Policies and targets of the management and see that it is achieved. KA3.Procedure to obtain maximum output KA3.Provisions of Plantation Labour Act. KA4.Importance of effective facilitation between workers and management KA5.The labour welfare measures provided by the organization and other agencies. KA6. Proper handling of emergency situations. KA7. Quality and environment policies of the company KA8. Escalation matrix for reporting identified problems KA9. Records to be maintained and the implications of their non-maintenance. KA10.Health, safety and environment guidelines, legislation and regulations as applicable. KA11.Impact of various practices on cost, quality, productivity, delivery and safety.
B. Technical Knowledge	To be competent, he should have sufficient technical knowledge in the following aspects: KB1. Tracing the estate road using road tracer KB2. Contour lining using road tracer in sloppy/undulating/steep area by adopting a planting distance of 6.7 X 3.4 m / 6.1 x 3 m and square spacing in flat area with 4.9 x 4.9 m / 4.6 x 4.6 m,so as to get a

	planting density of 420-500/ha. KB3. Making terraces –1.5 m width with 20 % slope (75cm towards front and 75 cm towards back.) and leaving an uncut portion to prevent flow of water KB4. Pitting (mechanical/manual) 75 cm^3 or round with minimum 60 cm diameter and 90 cm depth. The top soil should be kept separately. KB5. Refilling with top soil along with basal dressing using 10 kg decomposed cow dung/ compost and 200 gm of rock phosphate and marking the center of the pit. KB6. Knowledge to identify different clones KB7. Selecting quality planting material from the nursery based on uniformity, vigour and number of whorls. The top whorls should be matured. KB8. Loading, unloading and shifting of planting material to the site with utmost care to avoid causality. KB9.Making of silt pit, soil / stone bunds depending on the terrain for soil/water conservation . KB10.Different fencing methods like live , bio , barbed wire / electric fencing to protect the plants from wild/domestic animals KB11.Method of planting (polybag /root trainer) with utmost care to avoid casualty. KB12. Identification of different diseases based on their symptoms affecting leaf, stem and root of rubber plants and control measures . KB13. Usage of different types of fungicides, weedicides, pesticides and insecticides and their precautions. KB14.Operation and maintenance of different type of sprayer, dusters and weed cutting machine KB15.Implications of different nutritional deficiency diseases and its control measures. KB16.Different methods of weeding (manual/chemical /mechanical). KB17. Merits and demerits of different types of leguminous cover crop. KB18.Different type of seed treatment methods and propagation by stem cutting in case of *mucuna*, planting and maintenance. KB19. Usage of different types of fertilizers, time of fertilizer application depending on the age and growth of plants and terrain and importance of discriminatory fertilizer application. KB20. Knowledge on soil and leaf sampling KB21.Significance of pruning of lower branches. KB22.Importance of mulching plant bases using dried leaves/ providing shade baskets to reduce heating of soil and to preserve soil moisture. KB23.Preparation of lime/clay with adhesive and its usage and significance. KB24.Different methods of branch induction(leaf cap /notching/leaf bundling) and its significance. KB25. Management of cover crops and its manuring. KB26. Selection of suitable intercrops and its cultural operations. KB27. Planting materials, planting and maintenance of various intercrops.

	KB28. Knowledge on the methods of support by using poles/ropes in wind prone areas KB29. Knowledge on making fire belt and its significance. KB30.Appropriate work allotment depending on the workers skills.
Skills (S)	
A. Core Skills/ Generic Skills	**Writing Skills**
	The user/ individual on the job needs to know and understand how to: SA1. Prepare reports on diseases, causalities and other issues observed in the plantation. SA2. Carry out basic arithmetic calculations SA3. Prepare reports on the labor utilization, progress of work , pending work and action plan and any special issues and requirement of various inputs SA4.Forwad leave applications and other personal claims of workers .
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA5. Update knowledge by reading news papers , farm magazines brochures etc. SA6. Understand the technical specifications and guidelines related to fungicides, pesticides, weedicides, fertilizers and other chemicals. SA7. Read and understand of instructions and notices from the management.
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA8. Be a good listener to any new information being introduced in the field. SA9. Communicate effectively with workers, superiors and colleagues. SA10. Communication innovative farmers, extension officers and experts. SA11.Communicate clearly and effectively with various stakeholders.
B. Professional Skills	**Decision Making**

	The user/individual on the job needs to know and understand how to take decisions on :- SB1. Time of planting SB2. The basis of sudden change in the climate, incidence of disease , timely fertilizer application and selective manuring. SB3. Time and method of weeding SB4. Method and application of fungicide/insecticide/pesticide. SB5. Collection of cover crop seeds. SB6. Time of white washing/shading/mulching. SB7. Method of branch induction at desired height. SB8. The type of cover crop and intercrop SB9. Fire belt clearing SB10.Protection of plants from stray/wild animals. SB11.Allotment of work to workers according to their skills.
	Plan and Organize
	The user/individual on the job needs to know and understand how to:- SB12. Organize the clearing, lining, peg marking, terracing, pitting, refilling, planting etc. in right time. SB13. Identify various diseases affecting rubber plants and its control measures. SB14. Organize timely application of recommended fertilizers SB15. Organize prophylactic spraying against diseases. SB16. Plan and organize weeding operations. SB17. Plan and organize summer protection work like mulching, shading, white washing and fire-belt SB18. Plan and organize protection of plants from stray and wild animals. SB19. Plan and organize the works with minimum labour and maximize output.
	Customer Centricity
	The user/individual on the job needs to know and understand how to:- SB20. Maximize benefits to the plantation owner
	Problem Solving
	The user/individual on the job needs to know and understand how to: SB21. Identify diseases based on the symptoms and take appropriate control measures in consultation with the management . SB22. Rectify minor defects in tools and implements in exigency. SB23. Solve minor issues among workers.
	Analytical Thinking
	The user/individual on the job needs to know and understand how to: SB24. Recognize the effect of various factors such as climate, management practices including manuring, plant protection etc on the health of plants.
	Critical Thinking

	The user/individual on the job needs to know and understand how to: SB25. Apply, analyze and evaluate the information gathered from observation, experience, reasoning and communication as a guide to thought and action.

NOS Version Control

NOS Code	**RSC / N 6107**		
Credits(NSQF)	**TBD**	**Version number**	**1.0**
Industry	**Rubber Industry**	**Drafted on**	**22/06/2015**
Industry Sub-sector	**Natural Rubber (NR) Plantation**	**Last reviewed on**	**22/06/2015**
Occupation	**Production**	**Next review date**	**22/06/2017**

National Occupational Standard

Overview

This unit is about carrying out quality checks.

National Occupational Standard

Unit Code	RSC / N 5003
Unit Title (Task)	To carry out quality checks
Description	This unit is about carrying out quality control activities
Scope	This unit/task covers the following: • Carrying out quality checks to identify problems • Take corrective actions • Reporting the results
Performance Criteria (PC) w.r.t. the Scope	
Element	**Performance Criteria**
Inspection	To be competent, the user/individual on the job must be able to: PC1. Ensure that total range of checks are regularly and consistently performed PC2. Use appropriate measuring instruments, equipment, tools, accessories etc ,as required
Analysis	PC3. Identify non-conformities to quality assurance standards PC4. Identify potential causes of non-conformities to quality assurance standards PC5. Identify impact on final product due to non-conformance to company standards PC6. Evaluating the need for action to ensure that problems do not recur PC7. Suggest corrective action to address problem PC8. Review effectiveness of corrective action
Reporting	PC9. Interpret the results of the quality check correctly PC10. Take up results of the findings with QC in charge/appropriate authority. PC11. Take up the results of the findings within stipulated time PC12. Record of results of action taken PC13. Record adjustments not covered by established procedures for future reference PC14. Review effectiveness of action taken PC15. Follow reporting procedures where the cause of defect cannot be identified
Knowledge and Understanding (K)	
A. Technical Knowledge	The user/individual on the job needs to know and understand: KB1. The importance of quality control procedures KB2. Relevance and importance of activities and how they contribute to the achievement of the quality objectives,

	KB3. Proper procedure for selecting the material/product and performing quality checks without affecting the material KB4. Availability of work instructions, as necessary, KB5. Characteristics of the product/material KB6. Use of suitable equipment KB7. Availability and use of monitoring and measuring devices, KB8. Requirements of records KB9. Importance of maintaining accurate up-to-date records KB10. The need to report within the stipulated time KB11. Implications of inaccurate measuring and testing instruments and equipment KB12. The cost of non-conformance to quality standards KB13. Implications (impact on internal/external customers) of defective products, materials or components
Skills (S)	
A. Core Skills/ Generic Skills	**Writing Skills** The user/ individual on the job needs to know and understand how to: SA1. Construct simple sentences and express ideas clearly through written communication SA2. Fill up appropriate technical forms, process charts, activity logs in required format of the company SA3. Write simple letters, mails, etc SA4. Perform functional mathematical operations, including apply basic mathematical principles, such as numbers and space, and techniques such as estimation and approximation, for practical purposes
	Reading Skills The user/individual on the job needs to know and understand how to: SA5. Read and understand manuals, health and safety instructions, memos, reports, job cards etc SA6. Read images, graphs, diagrams SA7. Understand the various coding systems as per company norms
	Oral Communication (Listening and Speaking skills) The user/individual on the job needs to know and understand how to: SA8. Express statements, opinions or information clearly so that others can hear and understand SA9. Respond appropriately to any queries SA10. Communicate with supervisor SA11. Communicate with upstream and downstream teams SA12. Work in a team and other behavioral skills required to support the small group activities (Quality Circle, Cross Functional Team, Suggestion Scheme)

B. Professional Skills	**Decision Making**
	The user/individual on the job needs to know and understand how to: SB1. Arrive at proper decisions according to various situations
	Plan and Organize
	The user/individual on the job needs to know and understand how to: SB2. Plan the seasonal activates on priority basis SB3. Fix the task and allotment SB4. Assign tasks to suitable persons SB5. Motivate them for better output and time bound completion of tasks SB6. Monitor the progress
	Customer Centricity
	NA
	Problem Solving
	The user/individual on the job needs to know and understand how to SB7. Solve labour problems SB8. Solve problems related to productivity of workers SB9. Solve problems among colleagues SB10. Diagnose problems and nip in the bud stage itself
	Analytical Thinking
	The user/individual on the job needs to know and understand how to: SB11. Suggest improvement over the quality assurance programmes and activities currently practiced.
	Critical Thinking
	The user/individual on the job needs to know and understand how to: SB12. Take appropriate action/seek expert opinion to overcome critical situations

NOS Version Control

NOS Code	RSC / N 5003		
Credits(NSQF)	TBD	Version number	1.0
Industry	Rubber Industry	Drafted on	22/06/2015
Industry Sub-sector	Natural Rubber (NR) Plantation	Last reviewed on	22/06/2015
Occupation	Production	Next review date	22/06/2017

National Occupational Standard

Overview

This unit is about Natural Resource Management.

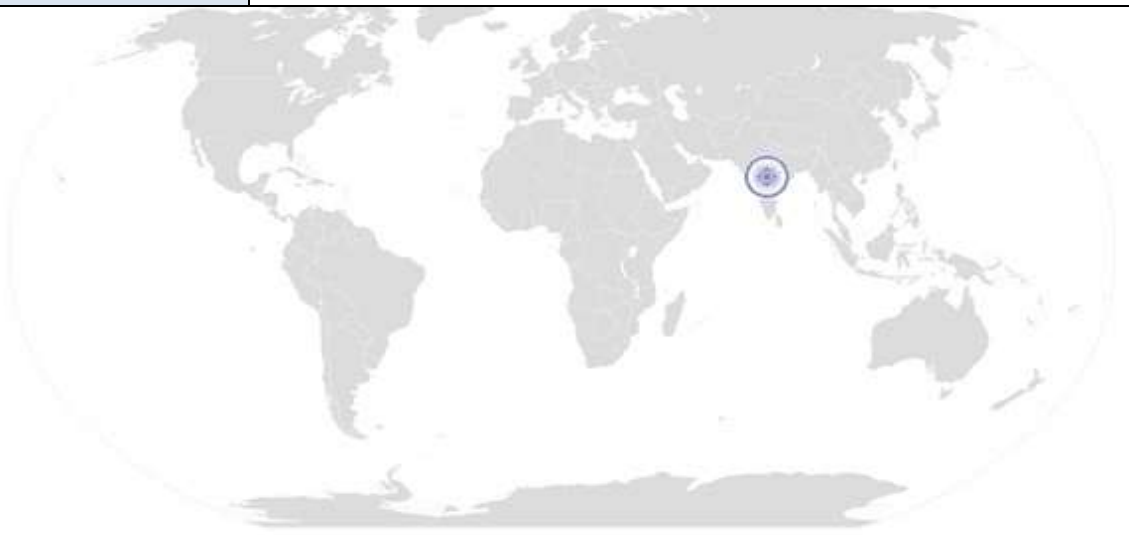
National Occupational Standard

Unit Code	RSC/ N 5005
Unit Title (Task)	Natural Resource Management
Description	This unit is about Natural Resource Management.
Scope	This unit/task covers the following: • Natural resource management (Soil & water) • Waste management & health care • Inputs (chemicals and other materials) management
Performance Criteria(PC) w.r.t the scope	
Element	**Performance Criteria**
Natural resource management	To be competent, the individual on the job must be able to know and understand :- PC1. The possibilities and causes for soil erosion PC2. Timely repairs/maintenance of terrace, silt pits, soil/stone bunds, to check soil/water erosion. PC3. Correct method of drainage making. PC4. Hedge maintenance. PC5. Protection of water source from pollution PC6. Rain water harvesting. PC7. Judicious use of water during irrigation. PC8. Mulching for soil and moisture conservation. PC9. Avoiding excess dosage of fertilisers and chemicals to minimise damage to soil microflora. PC10. Cover crop management.
Waste management & Health care	PC11. Importance of premise cleanliness PC12. Collection and storage of empty containers, worn out polythene bags, fertilizer bags etc from the field for reuse/disposal. PC13. Use of personal protective devices to minimize damages while using fungicides and other chemicals, weed cutter, chain saw etc. PC14. Timely detection and treatment for diseases to avoid over- dosage of chemicals. PC15. Prevention of diseases through appropriate management strategies to avoid excessive use of fungicides.

Input (chemical) management	PC16. Destroy sources of mosquito breeding to control possible epidemics PC17. Awareness about consequences of chemical contamination. PC18. Use of chemical fertilizers and other chemicals only as per recommendations. PC19. Spraying & handlings of chemicals using hood, masks, gloves etc. PC20. Usage of organic and bio- fertilizers. PC21. Usage of plant growth hormones and bio-control measures against diseases.
Knowledge and Understanding (K)	
A. Organizational context (Knowledge of the company / organization and its processes)	**The user/individual on the job needs to know and understand:** KA1.The environment policies of the management KA2. Environmental pollution and control measures as practiced in the estate. KA3. Instructions regarding environmental hygiene and health care.
B. Technical knowledge	The user/individual on the job needs to know and understand: KB1. Importance of conservation of natural resources. KB2. Impact of soil erosion on fertility of soil KB3. Judicious use of water and effective irrigation techniques. KB4. Judicious use of fertilizers and chemicals. KB5. Methods of soil manipulation with minimum erosion KB6. Methods of minimizing soil erosion KB7. Knowledge about appropriate Irrigation schedule and methods KB8. Types of fertilizers and methods of fertilizer application KB9. Importance of using organic and bio- fertilizers KB10. Fungicides, pesticides, herbicides and other chemicals and its dosages and methods of applications KB11. Operations of sprayers/dusters/weed cutter/chain saw. KB12. Operations of machines for irrigation KB13. Principles of waste management KB14. Usage of personal protective devices and their importance
Skills (S)	

A. Core Skills/ Generic Skills	**Writing Skills**
	The user/ individual on the job needs to know and understand how to: SA1. Convey ideas and information clearly through written documents SA2. Write simple letters, requests, reports etc SA3. Prepare memos, agreements etc
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA4. Read and understand the contents published in newspapers and farm magazines, brochures and labels. SA5. Read written instructions, memos, notices etc. SA6. Read, understand and interpret agreements with labour unions and other agencies
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: . SA7. Express statements, opinions or information clearly so that the receiver hear and understand . SA8. Respond appropriately to queries. SA9. Communicate effectively to Supervisor, office staff and other Workers.
B. Professional Skills	**Decision Making**
	The user/individual on the job needs to know and understand how to SB1. Get timely repairs/maintenance of terrace, silt pits, soil/stone bunds done to check soil/water erosion. SB2. Timely detection and treatment for diseases to avoid over- dosage of chemicals.
	Plan and Organize
	The user/individual on the job needs to know and understand how to SB3. Use the available water resources optimally during irrigation and other works.
	Customer Centricity
	NA

	Problem Solving
	The user/individual on the job needs to know and understand how to SB4. Prevention of diseases through appropriate strategies to avoid excessive use of fungicides.
	Analytical Thinking
	The user/individual on the job needs to know and understand how to SB5. Save water resources such as rain water harvesting.
	Critical Thinking
	The user/individual on the job needs to know and understand how to SB6.Use fertilizers and chemicals judiciously without affecting the quality of natural resources.



NOS Version Control

NOS Code	**RSC / N 5005**		
Credits(NSQF)	**TBD**	**Version number**	**1.0**
Industry	**Rubber Industry**	**Drafted on**	**22/06/2015**
Industry Sub-sector	**Natural Rubber (NR) Plantation**	**Last reviewed on**	**22/06/2015**
Occupation	**Production**	**Next review date**	**22/06/2017**

National Occupational Standard

Overview

This unit is about providing feedback to higher authorities.

National Occupational Standard

Unit Code	RSC/N 5006
Unit Title (Task)	**Feed back to Higher Authorities**
Description	This unit is about providing feedback to higher authorities.
Scope	This unit/task covers the following: • Feed back on innovations in practices/operations • Feed back on incidence of trouble shooting • Feed back on indigenous knowledge (IK)/ indigenous technical knowledge (ITK) for evaluation and adoption • Feed back on socio-economic problems • Feed back on conflicts • Feed back on shortages/surplus of inputs • Information on quality issues of inputs
Performance Criteria(PC) w.r.t the scope	
Element	**Performance Criteria**
Feed back on innovations	To be competent, the individual on the job must be able to: PC1. Generate innovations through expertise PC2. Report to the higher authorities for trial, modifications and evaluation PC3. Implement/adopt the approved innovations
Feed back on incidence of trouble shooting	PC4. Identify the issues requiring trouble shooting. PC5. Report to the higher authorities for diagnosing and remedial action. PC6. Carry out protection measures. PC7. Report on the effectiveness of the control measures. PC8. Report on the effect of climatic factors on the functioning of the factory.
Feed back on indigenous knowledge/ITK	PC9. Identify appropriate location specific indigenous knowledge PC10. Report it to higher authorities for trial, evaluation and adoption with modifications, if any PC11. Report on the results of such trials

Feed back on socio-economic problems	PC12. Identify the socio-economic issues PC13. Report it to higher authorities for investigation and solution PC14. Extend possible help for solving such problems.
Feed back on conflicts	PC15. Aware of the conflict existing and its possible causes PC16. Report it to the higher authority for resolving the issues **PC17.** Extend possible help for solving the conflict
Feedback on inputs	PC18. Feed back on shortages/surplus of inputs PC19.Information on quality issues of inputs
Knowledge and Understanding (K)	
A. Organizational context (Knowledge of the company / organization and its processes)	The user/individual on the job needs to know and understand: KA1. Importance of providing feedback for improvement KA2. Importance of indigenous knowledge for evolving/adopting location specific practices KA3. Rectification/solution of problems/conflicts for the smooth functioning of the factory.
B. Technical Knowledge	The user/individual on the job needs to know and understand: KB1. The need for ammoniating field latex and what happens when it is centrifuged. KB2. About latex production from rubber plantation KB3. Impact of preventive maintenance on the performance of factory. KB4. The indigenous practices for adoption for better performance KB5. The local situations and come out with innovations through experience KB6. Problem/conflict identification KB7. Methods of reporting to higher authorities
Skills (S) (Optional)	
A. Core Skills/	**Writing Skills**

Generic Skills	The user/ individual on the job needs to know and understand how to: SA1. Prepare simple written documents to provide feedback to higher authorities SA2. Convey ideas/information clearly in writing
	Reading Skills
	The user/individual on the job needs to know and understand how to: SA3. Read and understand the contents published in newspaper and other publications SA4. Read and understand images, diagrams, leaflets etc SA5. Read written instructions, notices etc.
	Oral Communication (Listening and Speaking skills)
	The user/individual on the job needs to know and understand how to: SA6. Express statements, opinions or information clearly so that the receiver can hear and understand properly. SA7. Respond appropriately to queries SA8. Communicate effectively to Factory Manager, Supervisor, Head worker , office staff and other workers
B. Professional skills	**Decision Making**
	The user/individual on the job needs to know and understand how to: SB1. Identify issues that should be reported to higher authorities and others which can be resolved at their level itself.
	Plan and Organize
	The user/individual on the job needs to know and understand how to: SB2. Provide feedback various issues through appropriate channel.
	Customer centricity
	NA
	Problem Solving
	The user/individual on the job needs to know and understand how to: SB3. Suggest their own point of view for resolving the issues reported.
	Analytical Thinking

	The user/individual on the job needs to know and understand how to: SB4. Report feedback to the higher authorities for trial, modifications and evaluation of innovations
	Critical Thinking
	NA

NOS Version Control

NOS Code	**RSC / N 5006**		
Credits(NSQF)	**TBD**	**Version number**	**1.0**
Industry	**Rubber Industry**	**Drafted on**	**22/06/2015**
Industry Sub-sector	**Natural Rubber (NR) Plantation**	**Last reviewed on**	**22/06/2015**
Occupation	**Production**	**Next review date**	**22/06/2017**

CRITERIA FOR ASSESSMENT OF TRAINEES

Job Role	Rubber Plantation Supervisor
Qualification Pack	RSC/ Q 6106
Sector Skill Council	Rubber Skill Development Council

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. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below)

4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on this criteria

5. To pass the Qualification Pack , every trainee should score a minimum of 70% in every NOS
6. In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack

Assessment Strategy			**Marks Allocation**		
NOS	**Elements**	**Performance Criteria**	**Total**	**Theory**	**Practical**
. RSC/N 6107 Supervise rubber plantation development	Preparation of plantation area	PC1. Cleanliness of the plantation area by getting weeds/bushes and debris from previous plantation burnt and removed.	4	2	2
		PC2. Preparation and maintenance of the estate road	4	2	2

and maintenance		PC3. Proper lining, peg marking, pitting and refilling done	4	2	2
		PC4. Preparation of Terraces of appropriate dimensions and design	4	2	2
		PC5. Plantation work done for soil/water conservation and retention of moisture.	6	4	2
		PC6. Provide for necessary drainage facilities in steep land to prevent landslide during heavy rains.	6	4	2
	Plantation	PC7. Proper loading, unloading of planting materials/other inputs and shifting to planting site with no/minimal damage.	2	2	0
		PC8. Selection of quality planting materials, budded stumps/ polybag / root trainer plants .	4	2	2
		PC9. Planting in pits with proper attention and provide support during the plantation work	4	2	2
		PC10. Selection of suitable leguminous cover crop, treatment of seeds, basal manuring and planting.	4	2	2
	Disease Control	PC11. Taking appropriate control measures against leaf/stem/root diseases using recommended fungicides / pesticides / insecticide	4	2	2
		PC12. Selection of the cheapest and most efficient weed control methods - manual /chemical/mechanical.	2	2	0
		PC13. Get the selective manuring done for weaker plants	2	2	0
		PC14. Treatment for nutritional deficiency diseases, if needed.	4	2	2
	Maintenance	PC15. Proper application of fertilizer as per the requirement.	4	2	2
		PC16. Pruning of lower branches and mulching plant bases using dried leaves/ providing shade baskets to reduce heating of soil and to preserve soil moisture.	4	0	2
		PC17. White washing done for the brown portion of the plants using lime/clay to reduce heat absorption.	2	2	0

		PC18.Replacement of vacant planting points done using healthy advanced planting materials.	4	2	2
		PC19. Repair/maintenance of terrace/soil/stone bunds	2	2	0
		PC20. Providing sufficient support to plants in wind prone areas.	2	2	0
		PC21. Raising of wind belt in wind prone areas.	4	2	2
		PC22. Making fire belt during summer season.	4	2	2
	Intercrop	PC23. Raising of appropriate intercrops with the given resources	2	2	0
		PC24. Maintaining intercrops along with plantation	2	2	2
		PC25. Proper harvesting of intercrop	4	2	2
	Workforce Management	PC26.Maintenance of the check roll and proper distribution of the work among the workers	4	2	2
		PC27.Evaluate the quality of the work and completion of the assigned task.	2	2	0
		PC28.Timely reporting to the manager about the progress of work, issues if any, action plan to complete the pending work	2	2	0
		PC29.Forwarding the applications for leave and other personal claims received from the workers as per the procedure.	2	2	0
		PC30. Punctuality in the workers performance.	2	0	2
			100	60	40
2.RSC / N 5003 To carry	Inspection	PC1. Ensure that total range of checks are regularly and consistently performed	8	2	6

out quality checks		PC2. Use appropriate measuring instruments, equipment, tools, accessories etc ,as required	6	2	4
	Analysis	PC3. Identify non-conformities to quality assurance standards	6	4	2
		PC4. Identify potential causes of non-conformities to quality assurance standards	8	4	4
		PC5. Identify impact on final product due to non-conformance to company standards	6	2	4
		PC6. Evaluating the need for action to ensure that problems do not recur	8	4	4
		PC7. Suggest corrective action to address problem	6	2	4
		PC8. Review effectiveness of corrective action	7	2	5
	Reporting	PC9. Interpret the results of the quality check correctly	6	2	4
		PC10. Take up results of the findings with QC in charge/appropriate authority.	6	2	4
		PC11. Take up the results of the findings within stipulated time	6	2	4
		PC12. Record of results of action taken	6	4	2
		PC13. Record adjustments not covered by established procedures for future reference	7	2	5
		PC14. Review effectiveness of action taken	8	4	4
		PC15. Follow reporting procedures where the cause of defect cannot be identified	6	2	4
			100	40	60
3. RSC/ N 5006 Natural Resource Management	Natural resource management	PC1. The possibilities and causes for soil erosion	4	2	2
		PC2. Timely repairs/maintenance of terrace, silt pits, soil/stone bunds, to check soil/water erosion.	2	0	2
		PC3. Correct method of drainage making.	4	2	2
		PC4. Hedge maintenance.	4	4	0
		PC5. Protection of water source from pollution	6	4	2
		PC6. Rain water harvesting.	6	4	2

		PC7. Judicious use of water during irrigation.	4	2	2
		PC8. Mulching for soil and moisture conservation.	4	2	2
		PC9. Avoiding excess dosage of fertilisers and chemicals to minimise damage to soil microflora.	6	4	2
		PC10. Cover crop management.	6	4	2
	Waste management & Health care	PC11. Importance of premise cleanliness	4	2	2
		PC12. Collection and storage of empty containers, worn out polythene bags, fertilizer bags etc from the field for reuse /disposal.	4	2	2
		PC13. Use of personal protective devices to minimize damages while using fungicides and other chemicals, weed cutter, chain saw etc.	6	4	2
		PC14. Timely detection and treatment for diseases to avoid over-dosage of chemicals.	6	4	2
		PC15. Prevention of diseases through appropriate management strategies to avoid excessive use of fungicides.	4	2	2
	Input (chemical) management	PC16. Destroy sources of mosquito breeding to control possible epidemics	6	4	2
		PC17. Awareness about consequences of chemical contamination.	4	2	2
		PC18. Use of chemical fertilizers and other chemicals only as per recommendations.	6	4	2
		PC19. Spraying & handlings of chemicals using hood, masks, gloves etc.	6	4	2
		PC20. Usage of organic and bio- fertilizers.	4	2	2
		PC21. Usage of plant growth hormones and bio-control measures against diseases.	4	2	2
			100	60	40
4. RSC/N	Feed back on	PC1. Generate innovations through expertise	6	2	4

5007 Provide the Feed back to Higher Authorities	innovations	PC2. Report to the higher authorities for trial, modifications and evaluation	6	0	6
		PC3. Implement/adopt the approved innovations	6	4	2
	Feed back on incidence of trouble shooting	PC4. Identify the issues requiring trouble shooting.	6	2	4
		PC5. Report to the higher authorities for diagnosing and remedial action.	6	2	4
		PC6. Carry out protection measures.	4	2	2
		PC7. Report on the effectiveness of the control measures.	8	2	6
		PC8. Report on the effect of climatic factors on the functioning of the factory.	6	2	4
	Feed back on indigenous knowledge/ITK	PC9. Identify appropriate location specific indigenous knowledge	4	0	4
		PC10. Report it to higher authorities for trial, evaluation and adoption with modifications, if any	6	2	4
		PC11. Report on the results of such trials	4	2	2
	Feed back on socio-economic problems	PC12. Identify the socio-economic issues	4	2	2
		PC13. Report it to higher authorities for investigation and solution	6	2	4
		PC14. Extend possible help for solving such problems.	4	2	2
	Feed back on conflicts	PC15. Aware of the conflict existing and its possible causes	4	2	2
		PC16. Report it to the higher authority for resolving the issues	6	2	4
		PC17. Extend possible help for solving the conflict	4	0	4
	Feedback on inputs	PC18. Feed back on shortages/surplus of inputs	6	0	6
		PC19.Information on quality issues of inputs	4	0	4
			100	30	70