



Model Curriculum

1. Wood Polisher

SECTOR: PAINTS AND COATINGS
SUB-SECTOR: APPLICATION
OCCUPATION: DECORATIVE PAINT APPLICATION
REF ID: PCS/Q5004, V1.0
NSQF LEVEL: 4




Skill India
सौभाग्यं भारत-सुखं मेधा

**PAINTS AND
COATINGS
SKILL COUNCIL**




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Certificate

CURRICULUM COMPLIANCE TO QUALIFICATION PACK – NATIONAL OCCUPATIONAL STANDARDS

is hereby issued by the

PAINTS AND COATINGS SKILL COUNCIL

for

MODEL CURRICULUM

Complying to National Occupational Standards of
Job Role/Qualification Pack: **'Wood Polisher'** QP No. **'PCS/Q5004 NSQF Level 4'**

Date of Issuance: May 29th, 2017

Valid up to*: March 31st, 2018

*Valid up to the next review date of the Qualification Pack or the
'Valid up to' date mentioned above (whichever is earlier)


Authorized Signatory
(Paints and Coatings Skill Council)

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Wood Polisher

CURRICULUM / SYLLABUS

This program is aimed at training candidates for the job of a “Wood Polisher”, in the “Paints and Coatings” Sector/Industry and aims at building the following key competencies amongst the learner

Program Name	Wood Polisher		
Qualification Pack Name & Reference ID. ID	PCS/Q5004, v1.0		
Version No.	1.0	Version Update Date	
Pre-requisites to Training	5 th Standard		
Training Outcomes	<p>After completing this programme, participants will be able to:</p> <ul style="list-style-type: none"> • Know about the sector: Discuss the Paints and Coatings sector in India and its sub-sectors • Know about Wood Polishing: What is Wood Polishing/Coating; its benefits and features • Know about the different types of paint and varnish finishes and its suitability for various surfaces and weather conditions • New trends in wood coating/ polishing and different products available in the market. • Engage with the customer for Wood Polishing/ Coating, understand the customer’s requirements. • Inspect the substrate to be coated/ polished. Check the moisture content in the wood, identify any flaws in the wooden surface and identify if the surface has been previously painted/ polished. • Estimate the time, cost, supplies and equipment required. • Prepare the wooden surface for painting. Clean the wooden surface with sand paper to remove old paint, grease, etc. • Fill holes and dents with recommended wood filler and sand the surface to the desired smoothness. • Wipe off the surface, mask with a tape any parts of the wooden surface that need not be painted. • Apply wood primer on the prepared surface, in the required quantity. • Mix the base, hardener and thinner as recommended by the manufacturer. • Apply a sealer coat or topcoat, as recommended, to achieve the desired appearance. • Demonstrate how to apply the Wood Paint/ Polish on the prepared wooden surface, using either a brush/ roller or a spray gun. • Execute tasks such as correct application with a spray gun, curing the article appropriately to achieve desired finish • Understand excellence in Wood Coating/ Polishing: Recognise good quality finish and identify defects • Have knowledge of causes of common application defects and its rectification 		



	<ul style="list-style-type: none">• Understand the customer profile, prepare and maintain invoice and accounts, comply with statutory requirements• Maintain tools, equipment and materials required: Identification and handling of tools and materials• Demonstrate various skills: Performance of behavioural, professional, technical and communication skills• Understand safety: Work in a safe manner without endangering your health and that of your colleagues• Significance of the maintaining the work area clean• Safe disposal of waste and residual consumables as per recommendation.
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This course encompasses 6 out of 6 National Occupational Standards (NOS) of “Wood Polisher” Qualification Pack issued by “Paints and Coatings Skill Council”.

Sr. No.	Module	Key Learning Outcomes	Equipment Required
1	<p>Introduction</p> <p>Theory Duration (hh:mm) 04:00</p> <p>Practical Duration (hh:mm) 00:00</p> <p>Corresponding NOS Code Bridge Module</p>	<ul style="list-style-type: none"> Understand General Discipline in the class room (Do's & Don'ts) Understand the scope of the Paints and Coatings sector in India with its sub sectors Understand the Wood Polishing/ Coating segment Understand the role of a Wood Polisher/ Coater in the industry Advantages and benefits and features of different wood coatings as well as its shortcomings Learn and Practice Basic skills of communication 	Laptop, white board, marker, projector
2	<p>Engage with customer for Wood Polishing service</p> <p>Theory Duration (hh:mm) 11:00</p> <p>Practical Duration (hh:mm) 10:00</p> <p>Corresponding NOS Code PCS/N5006</p>	<ul style="list-style-type: none"> Understand what are Wood Polishes/ Coatings, types, their characteristics and where they are used Compare and explain differences between different wood polishes/ coating Understand components of Wood Polish/ Coating and paint chemistry Learn basics of how Wood Polishes/ Coatings are manufactured Learn to study and understand customer requirements and specifications for Wood Polish/ Coatings Assess the type of wood to be polished/ painted. Check the flaws in the wood and moisture content of the wood. Inspect wood for any old paint, oil, grease etc. Understand and describe different finish and specifications in Wood Polish/ Coatings 	Laptop, white board, marker, projector, first aid kit. Different types of wood used for painting. Moisture content measuring meter
3	<p>Prepare and paint or polish the wooden surface</p> <p>Theory Duration (hh:mm) 30:00</p> <p>Practical Duration (hh:mm) 55:00</p> <p>Corresponding NOS Code</p>	<ul style="list-style-type: none"> Clean and sand the wood surface with recommended sand paper to remove old paint/ polish, grease, etc. Apply Wood Filler to fill holes, dents, if any, Sand the wooden surface to the required smoothness Wipe off dust or residue from the surface, mask any parts of the wooden surface not requiring polish/ paint, with a masking tape. Apply Wood Primer on the surface, as per the manufacturer's recommendation. Mix the paint, hardener and thinner in the ratio recommended by the manufacturer. 	Laptop, white board, marker, projector Spray booth/ painting area Sand paper and cotton rag. Wood Filler and Wood Primer, with appropriate hardener and thinner (if required). Brush



Sr. No.	Module	Key Learning Outcomes	Equipment Required
	PCS/N5007	<ul style="list-style-type: none"> Apply paint/ polish on the wood surface with a brush/ spray gun to achieve the recommended dry film thickness and appearance. Discuss the different methods for application – brush and spray Relative merits and demerits of different methods of application Learn to inspect substrates and the importance of such inspection Learn to identify defects and problems of the prepared wood surface and how these can be overcome Learn the importance of following standard operating procedures of wood polishing/ coating 	Spray gun Stirrer Wood Sealer or Clear topcoat with appropriate hardener and thinner Test instruments PPE's Goggles Solvent Mask Hand Gloves Protective Coverall Safety shoes Ear plugs
4	<p>Conduct entrepreneurial activities for decorative painting</p> <p>Theory Duration (hh:mm) 25:00</p> <p>Practical Duration (hh:mm) 49:00</p> <p>Corresponding NOS Code PCS/N5012</p>	<ul style="list-style-type: none"> Understand customer profile by conducting a survey of the nearby projects – both commercial and residential – to identify prospective customers Understand market trends and seasonal demand Advertise, distribute pamphlets, tie up with dealer shops for marketing painting/ polishing service. Build customer loyalty and get word of mouth publicity Maintain proper accounts of income and expense. Maintain inventory. Generate customer invoice. Comply with legal requirements. Comply with safety regulations. 	Laptop, white board, marker, projector Computer Accounting Software PPE's Goggles Solvent Mask Hand Gloves Protective Coverall Safety shoes Ear plugs
6	<p>Co-ordinate with colleagues and/or customers</p> <p>Theory Duration (hh:mm) 08:00</p> <p>Practical Duration (hh:mm) 04:00</p> <p>Corresponding NOS Code PCS/N9901</p>	<ul style="list-style-type: none"> Understand customer requirements and specifications Learn about various performance indicators, meaning of targets and timelines and how to communicate about these with your colleagues and customers Learn appropriate behavioural skills whilst dealing with colleagues/co-workers Learn how you can contribute to improving customer satisfaction 	Laptop, white board, marker, projector



Sr. No.	Module	Key Learning Outcomes	Equipment Required
7	<p>Maintain standards of product / service quality</p> <p>Theory Duration (hh:mm) 12:00</p> <p>Practical Duration (hh:mm) 10:00</p> <p>Corresponding NOS Code PCS/N9902</p>	<ul style="list-style-type: none"> Learn about quality requirements for Wood Coating process Understand how quality is defined, various tests and their acceptance criteria, and how standards can be achieved Learn about various equipment used for quality tests and how to use them Learn to meet and exceed quality requirements of a customer 	Laptop, white board, marker, projector
8	<p>Maintain OH&S standards and follow environmental standards</p> <p>Theory Duration (hh:mm) 06:00</p> <p>Practical Duration (hh:mm) 16:00</p> <p>Corresponding NOS Code PCS/N9903</p>	<ul style="list-style-type: none"> Learn about health hazards of chemicals used in Wood Coating process as well as Wood Coating materials Learn the use and importance of personal protective equipment Learn to handle chemical, Wood materials, tools and equipment in a safe manner Minimising risks of inhalation injury Become aware of hazards in Wood Coating process and how to prevent/eliminate them Understand methods and precautions to be taken for safe disposal of waste generated in the coating process Learn about safety signs in a plant environment and how to interpret and adhere to them 	Laptop, white board, marker, projector
	<p>Total Duration</p> <p>Theory Duration 96:00</p> <p>Practical Duration 144:00</p>	<p>Unique Equipment Required: First aid kit</p>	

Grand Total Course Duration: **240Hours, 0 Minutes**

(This syllabus/ curriculum has been approved by Paints and Coatings Skill Council)



Trainer Prerequisites for Job role: “Wood Polisher” mapped to Qualification Pack: “PCS/Q5004, v1.0”

Sr. No.	Area	Details
1	Description	A Wood Polisher is an individual who assesses the surface quality of the wood, advises the customer for any pre-treatment, prepares and cleans it, and then paints it using appropriate coatings, polishes and tools to achieve the desired finish as per company’s standards or customer’s requirement.
2	Personal Attributes	A Wood Polisher should be able to undertake physical labour; work in a paint-redolent environment, have good eye-sight and no colour blindness and work in all types of weather conditions.
3	Minimum Educational Qualifications	12 th standard
4a	Domain Certification	Certified for Job Role: “Wood Polisher” mapped to QP: “PCS/Q5004, v1.0”. Minimum accepted score is 80%
4b	Platform Certification	Recommended that the Trainer is certified for the Job Role: “Trainer”, mapped to the Qualification Pack: “SSC/Q1402”. Minimum accepted % as per respective SSC guidelines is 80%.
5	Experience	2-year experience in paint industry.



Annexure: Assessment Criteria

Assessment Criteria	
Job Role	Wood Polisher
Qualification Pack	PCS/Q5004, v1.0
Sector Skill Council	Paints and Coatings

Sr. No.	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 centre (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 60% in each 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.

PCS/N5006 Engage with customer for wood paint application service					
	Performance Criteria	Total Marks (300)	Out of	Theory	Skills Practical
Engaging with the customer	PC1. check with customer about the appropriate time for visit	50	2.5	1	1.5
	PC2. visit customers' home or business premises		2.5	1	1.5
	PC3. note down customer's requirements of colour, finish, filling, low-VOC, etc.		5.5	1	4.5
Inspecting surface to be painted or polished	PC4. assess the type of wood to be painted		2.5	1	1.5
	PC5. check moisture content of the wood to assess too dry or too wet		2.5	1	1.5
	PC6. find if there is any flaw in the wood e.g. scratches, dents, etc. To be filled		1.5	1	0.5
	PC7. inspect the wood if it has paint, oil, grease, etc., on its surface		5.5	1	4.5
Estimating time, cost, supplies and equipment required	PC8. determine the effort required for preparing the surface, painting and polishing		5.5	1	4.5
	PC9. measure area and dimensions to be painted		5.5	1	4.5
	PC10. calculate material, chemical, tools and equipment requirements, for the job		5.5	1	4.5
	PC11. Provide and agree on estimated cost and time required for the job to customer		5.5	1	4.5
	PC12. respond to customers' questions and concerns		5.5	1	4.5



	POINTS		50	12	38
	TOTAL POINTS			50	

	Performance Criteria	Total Marks (300)	Out of	Theory	Skills Practical
PCS/N5007 Prepare and paint or polish the wooden surface	PC1. clean the wood surface	50	2.0	0.0	2.0
	PC2. sand the wood surface with sand paper to remove any paint, grease etc from the surface		7.0	0.5	6.5
	PC3. apply wood filler to fill any holes, dents etc		4.0	0.5	3.5
	PC4. sand the wood surface to a required smoothness level		6.0	0.5	5.5
	PC5. wipe-off the dust or residue from the surface		2.5	0.0	2.5
	PC6. Tape off any parts of the wood that need not to be painted		2.5	0.5	2.0
	PC7. apply primer on the wood surface		5.0	0.5	4.5
	PC8. mix paint, thinner and hardener as per company standards		5.5	1.0	4.5
	PC9. apply paint on the wood surface with brush/spray machine		7.0	1.0	6.0
	PC10. apply sealer or clear topcoat on the paint		2.5	0.5	2.0
	PC11. provide required finish to the surface		6.0	0.5	5.5
	POINTS		50	5.5	44.5
	TOTAL POINTS			50	

	Performance Criteria	Total Marks (300)	Out of	Theory	Skills Practical
PCS/N5012 Conduct entrepreneurial activities for decorative painting	PC1. survey the local area for nearby projects: commercial or residential to identify prospective customers	50	3	1.5	1.5
	PC2. understand new market trends to provide updated service to customers		3	1	2
	PC3. understand fluctuation in demand depending on seasons, festivals, etc. and plan the revenue and costs accordingly		3	1	2
	PC4. distribute pamphlets in targeted areas		2	0.5	1.5
	PC5. advertise in local directories		2	0.5	1.5
	PC6. put small boards near dealer shops and give them their visiting card		2	0.5	1.5
	PC7. build customer loyalties to receive word-of-mouth publicity		3	0.5	2.5
	PC8. build good relations with dealers in local area		3	0.5	2.5



PC9. generate bill for the services provided	3	0.5	2.5
PC10. take cash, count and return change or use machine for it	2	0.5	1.5
PC11. maintain accounts for the orders executed	3	1	2
PC12. account for daily wages to be paid to helpers or painters	3	1.5	1.5
PC13. keep book for the day, week or month in order check profit margin regularly	3	1	2
PC14. must be able to manage competitive pricing after reasonable profit	3	1	2
PC15. comply with workplace safety as stipulated by local bodies or authorities	3	1	2
PC16. ensure compliance of rules related to payment of taxation and duties	3	1	2
PC17. ensure compliance of norms related to child labour prohibition	3	1	2
PC18. pay minimum wages and benefits to helpers or painters, as stipulated	3	1	2
POINTS	50	15.5	34.5
TOTAL POINTS			50

	Performance Criteria	Total Marks (300)	Out of	Theory	Skills Practical
PCS/N9901 Coordinate with colleagues and/or customers	PC1. receive job order and instructions from reporting superior	50	0.5	0.0	0.5
	PC2. understand the work output requirements, targets, performance indicators and incentives		2.0	0.5	1.5
	PC3. deliver quality work on time and report any anticipated reasons for delays		2.0	0.5	1.5
	PC4. escalate unresolved problems or complaints to the relevant senior		2.0	0.5	1.5
	PC5. communicate maintenance and repair schedule proactively to the superior		2.0	0.5	1.5
	PC6. receive feedback on work standards		1.0	0.0	1.0
	PC7. document the completed work schedule and handover to the superior		2.0	0.5	1.5
	PC8. exhibit trust, support and respect to all the colleagues in the workplace		1.0	0.25	0.75
	PC9. aim to achieve smooth workflow		2.0	0.5	1.5
	PC10. help and assist colleagues with information and knowledge		1.0	0.0	1.0
	PC11. seek assistance from the colleagues when required		1.0	0.25	0.75
	PC12. identify the potential and existing conflicts with the colleagues and resolve		1.0	0.25	0.75
	PC13. pass on essential information to other colleagues on timely basis		1.0	0.0	1.0



PC14. maintain the etiquette, use polite language, demonstrate responsible and disciplined behaviours to the colleagues	2.0	0.5	1.5
PC15. interact with colleagues from different functions clearly and effectively on all aspects to carry out the work among the team and understand the nature of their work	1.0	0.25	0.75
PC16. put team over individual goals and multi task or share work where necessary supporting the colleagues	2.0	0.0	2.0
PC17. highlight any errors of colleagues, help to rectify and ensure quality output	1.0	0.25	0.75
PC18. work with cooperation, coordination, communication and collaboration, with shared goals and supporting each other's performance	1.0	0.0	1.0
PC19. ask more questions to the customers and identify their needs	1.0	0.25	0.75
PC20. possess strong knowledge on the product, services and market	2.0	0.5	1.5
PC21. brief the customers clearly on potential costs and hazards	1.0	0.25	0.75
PC22. communicate with the customers in a polite, professional and friendly manner	1.0	0.25	0.75
PC23. build effective but impersonal relationship with the customers	0.5	0.25	0.25
PC24. ensure the appropriate language and tone are used with customers	1.0	0.25	0.75
PC25. listen actively and have a two-way communication	1.0	0.25	0.75
PC26. be sensitive to the gender, cultural and social differences such as modes of greeting, formality, etc.	1.0	0.25	0.75
PC27. understand the customer expectations correctly and provide the appropriate products and services	2.0	0.5	1.5
PC28. understand the customer dissatisfaction and address or escalate their complaints effectively	2.0	0.5	1.5
PC29. maintain a positive, sensible and cooperative manner all time	1.0	0.25	0.75
PC30. ensure to maintain a proper body language, dress code, gestures and etiquettes towards the customers	1.0	0.25	0.75
PC31. avoid interrupting the customers while they talk	1.0	0.0	1.0
PC32. ensure to avoid negative questions and statements to the customers	1.0	0.0	1.0
PC33. inform the customers on any issues or problems before hand and also on the developments involving them	2.0	0.5	1.5



	PC34. ensure to respond back to the customer immediately for their voice messages, e-mails, apps, etc.		1.0	0.0	1.0
	PC35. develop good rapport with the customers and promote other products and services		2.0	0.5	1.5
	PC36. seek feedback from the customers on their understanding to what was discussed		1.0	0.0	1.0
	PC37. explain the terms and conditions clearly		2.0	0.5	1.5
	POINTS		50	10	40
	TOTAL POINTS				50

	Performance Criteria	Total Marks (300)	Out of	Theory	Skills Practical
PCS/N9902 Maintain standards of product/ service quality	PC1. keep in mind the profiles of expected customers	50	2.0	0.5	1.5
	PC2. understand the target customers and their product/ service quality requirements as defined by the company		3.0	0.5	2.5
	PC3. receive superior's/ customer feedback regularly		2.0	0.0	2.0
	PC4. aim to build a good connect with the customers through quality product/ service		2.0	0.5	1.5
	PC5. keep tab on frequent discussions with regular customers on general likes and dislikes in the market, latest trends, customer expectations, etc.		2.0	0.5	1.5
	PC6. receive updates on regular feedbacks from the clients on current service, complaints, and improvements to be made, etc.		2.0	0.5	1.5
	PC7. if necessary, compulsively seek customer rating of product/ service in order to help develop a set of regularly improved procedures		2.0	0.5	1.5
	PC8. demonstrate quality orientation at all level		4.0	1.5	2.5
	PC9. aim to gain their long lasting loyalty through satisfaction		3.0	1.0	2.0
	PC10. ensure 100% customer satisfaction via product/ service quality		3.0	0.5	2.5
	PC11. treat the customers fairly and with due respect		3.0	0.5	2.5
	PC12. focus on executing company's marketing strategies and product development needs		3.0	1.0	2.0
	PC13. focus on enhancing brand value of company by maintaining or enhancing quality standards		3.0	1.0	2.0



	PC14. ensure that customer expectations are met		2.0	0.5	1.5
	PC15. learn to read customers' needs and wants		2.0	0.5	1.5
	PC16. willingly accept and implement new and innovative products and services that help improve customer satisfaction		3.0	1.0	2.0
	PC17. communicate feedback of customer to senior, especially, the negative feedback		2.0	0.5	1.5
	PC18. maintain close contact with the customers and focus groups		2.0	0.5	1.5
	PC19. offer promotions to improve product satisfaction level to the customers periodically		3.0	1.0	2.0
	PC20. weigh the cost of fulfilling unscheduled customer requests, consult with senior and advise the customer on alternatives		2.0	0.5	1.5
	POINTS		50	13	37
	TOTAL POINTS				50

	Performance Criteria	Total Marks (300)	Out of	Theory	Skills Practical
PCS/N9903 Maintain O&HS standards and follow environmental norms	PC1. assess the various health, safety and environmental hazards in the work areas	50	1.5	0.4	1.1
	PC2. take necessary steps to eliminate or minimize the hazards		1.0	0.4	0.6
	PC3. analyze the causes of accidents at the workplace		1.5	0.4	1.1
	PC4. suggest measures to prevent such accidents from taking place		1.5	0.4	1.1
	PC5. take preventive measures to avoid risk of burns and other injury due to contact with hot surfaces, gas, fire, hot fluids/ liquids, etc.		1.5	0.4	1.1
	PC6. suggest methods to improve the existing safety procedures at the workplace		1.5	0.4	1.1
	PC7. dispose waste in the designated areas safely as per company's policies and rules		1.5	0.4	1.1
	PC8. maintain appropriate ventilation in the rooms while there is more exposure to paint vapours		1.0	0.4	0.6
	PC9. avoid dumping unused cans to safeguard the environment		1.0	0.0	1.0
	PC10. be aware of the locations of fire extinguishers, emergency exits, etc.		1.0	0.4	0.6
	PC11. practice correct emergency procedures		1.5	0.4	1.1
	PC12. check and review the storage areas frequently		1.5	0.4	1.1
	PC13. stack items in an organized way and use safe lifting techniques to reduce risk of		1.5	0.4	1.1



	injuries from handling procedures at the storage areas			
	PC14. ensure to be safe while handling materials, tools, acids, chemicals, equipment, etc.	1.0	0.4	0.6
	PC15. store the chemicals and acids in a well-ventilated and locked areas with warning signs displayed	1.5	0.4	1.1
	PC16. ensure safe techniques while moving furniture and fixtures	1.5	0.4	1.1
	PC17. ensure to reduce risk of injury from use of electrical tools	1.5	0.4	1.1
	PC18. read the manufacturer's manual carefully before use of any equipment	1.0	0.0	1.0
	PC19. unplug the electrical equipment before performing maintenance	1.0	0.4	0.6
	PC20. keep the floors free from oil, water and grease to avoid slippery surface	1.0	0.4	0.6
	PC21. use rubber mats in the places where floors are constantly wet	1.0	0.0	1.0
	PC22. ensure safety from injuries of cuts to loss of fingers, while handling sharp hazardous tools and equipment	1.5	0.4	1.1
	PC23. use flat surfaces, secure holding and protective wear while using such sharp tools	1.5	0.4	1.1
	PC24. use health, safety and environmental protection practices for storing, cleaning, and maintaining tools, equipment, and supplies	1.5	0.4	1.1
	PC25. practice ergonomic lifting, bending, or moving equipment and supplies	1.5	0.4	1.1
	PC26. identify the requirement for maintaining environmental norms	1.0	0.4	0.6
	PC27. comply with the environmental safety norms while on work to prevent accidents and health hazards	1.0	0.4	0.6
	PC28. follow company policies and rules regarding use of hazardous materials to avoid health, safety and environmental impacts caused by them	1.0	0.4	0.6
	PC29. ensure the employees have access to first aid kit when needed	1.0	0.0	1.0
	PC30. ensure all equipment and tools are stored and maintained properly and safe to use	1.0	0.4	0.6
	PC31. ensure to use personal protective equipment and safety gear such as gloves, mask, headwear, footwear, glasses, goggles, etc. for specific tasks and work conditions where required	1.5	0.4	1.1
	PC32. ensure to display safety signs at places where necessary for people to be cautious	1.5	0.4	1.1



	PC33. ensure electrical precautions such as insulated clothing, adequate equipment insulation, dry work area, switch off the power supply when not required, etc.		1.5	0.4	1.1
	PC34. ensure availability of general health and safety equipment such as fire extinguishers, first aid equipment, safety equipment, clothing, safety installations such as fire exits, exhaust fans, etc.		1.5	0.4	1.1
	PC35. document all the first aid treatments, inspections, etc., conducted to keep track of the safety measures undertaken		1.0	0.4	0.6
	PC36. document all the environmental hazards caused and the measures undertaken to comply with the established safety procedures of the workplace		1.0	0.0	1.0
	PC37. report to the supervisor on any problems and hazards identified and any breach of environmental procedures.		1.0	0.4	0.6
	PC38. ensure zero accident at workplace		1.0	0.4	0.6
	PC39. adhere to safety standards and ensure no material damage		1.0	0.4	0.6
	PC40. take necessary action and correct any environmental hazards caused		1.0	0.4	0.6
	POINTS		50	14	36
	TOTAL POINTS			50	
	GRAND TOTAL	300			