

CURRICULUM

FOR THE TRADE OF

Tailor (Men)

UNDER

APPRENTICESHIP TRAINING SCHEME



Government of India

GOVERNMENT OF INDIA
MINISTRY OF SKILL DEVELOPMENT & ENTREPRENEURSHIP
DIRECTORATE GENERAL OF TRAINING

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Co-ordinator for the course: S.S Meena, Training Officer

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2. BACKGROUND

1.1 Apprenticeship Training Scheme under Apprentice Act 1961

The Apprentices Act, 1961 was enacted with the objective of regulating the programme of training of apprentices in the industry by utilizing the facilities available therein for imparting on-the-job training. The Act makes it obligatory for employers in specified industries to engage apprentices in designated trades to impart Apprenticeship Training on the job in industry to school leavers and person having National Trade Certificate (ITI pass-outs) issued by National Council for Vocational Training (NCVT) to develop skilled manpower for the industry. There are four categories of apprentices namely; **trade apprentice, graduate, technician and technician (vocational) apprentices.**

Qualifications and period of apprenticeship training of **trade apprentices** vary from trade to trade. The apprenticeship training for trade apprentices consists of basic training followed by practical training. At the end of the training, the apprentices are required to appear in a trade test conducted by NCVT and those successful in the trade tests are awarded the National Apprenticeship Certificate.

The period of apprenticeship training for graduate (engineers), technician (diploma holders) and technician (vocational) apprentices is one year. Certificates are awarded on completion of training by the Department of Education, Ministry of Human Resource Development.

1.2 Changes in Industrial Scenario

Recently we have seen huge changes in the Indian industry. The Indian Industry registered an impressive growth during the last decade and half. The number of industries in India have increased manifold in the last fifteen years especially in services and manufacturing sectors. It has been realized that India would become a prosperous and a modern state by raising skill levels, including by engaging a larger proportion of apprentices, will be critical to success; as will stronger collaboration between industry and the trainees to ensure the supply of skilled workforce and drive development through employment. Various initiatives to build up an adequate infrastructure for rapid industrialization and improve the industrial scenario in India have been taken.

1.3 Reformation

The Apprentices Act, 1961 has been amended and brought into effect from 22nd December, 2014 to make it more responsive to industry and youth. Key amendments are as given below:

- Prescription of number of apprentices to be engaged at establishment level instead of trade-wise.

- Establishment can also engage apprentices in optional trades which are not designated, with the discretion of entry level qualification and syllabus.
- Scope has been extended also to non-engineering occupations.
- Establishments have been permitted to outsource basic training in an institute of their choice.
- The burden of compliance on industry has been reduced significantly.

3. RATIONALE

(Need for Apprenticeship in **Tailor(Man)** trade)

1. Proficient to identify and take care of the various tools and equipment used in cutting and tailoring.
2. Expertise to identify various types of stitches such as basic (temporary and permanent) and decorative stitches.
3. It helps to take accurate body measurements (length, width and circumference) systematically and follow necessary precautions.
4. Capable to use & take care of different types of sewing machine.
5. Follow precautions while using a machine, also identify & rectify the defects in a machine.
6. Adequate to control of fullness – darts, pleats & gathers.
7. Competent to make different types of seams using bias, piping, facing and plackets.
8. Having an innate capacity to make hook & eye and attach buttons, button hole etc.
9. It helps to select fabric with appropriate colour combinations according to age, tradition, Vocation and personality.
10. Harmonize the rules of pattern making, layout and fabric estimation.
11. It will enhance to attain promotion or become specialized in an area like design, draft, pattern making cutting, stitching and finishing of the garments (, gents shirt, Trouser, Jacket, Nehru kurta, etc.).
12. Skillful to surface decoration of garments using embroidery, laces, buttons, beads, sequins etc.
13. Expertise to fold, iron, pack and cost evaluation of stitched garment.
14. Able to marking and storing of drafts and patterns for future use.

4. JOB ROLES: REFERENCE NCO

Brief description of Job roles:

To create skilled work force for Self Employment / Working in garment manufacturing Industry as –

- Sewing Machine Operator
- Assistant to Supervisor
- Line In-charge
- Sample Coordinator
- Running Tailoring Shop

Reference NCO: 791.30,791.40,791.50

5. GENERAL INFORMATION

1. **Name of the Trade** : Tailor (Men)

2. **N.C.O. Code No.** :

3. **Duration of Apprenticeship Training**

(Basic Training + Practical Training): 15 Months

4. **Duration of Basic Training: -**

Block –I: 3 months

Total duration of Basic Training: 3 months

5. **Duration of Practical Training (On -job Training): -**

Block–I: 12 months

Total duration of Practical Training: 12 months

6. **Entry Qualification** : Passed 8th Class under
or its equivalent

7. **Selection of Apprentices:** The apprentices will be selected as per Apprentices Act amended time to time.

8. **Rebate for ITI passed trainees** : i) **Three months** in the trade of Sewing Technology or Dress Making

Note: Industry may impart training as per above time schedule, however this is not fixed. The industry may adjust the duration of training considering the fact that all the components under the syllabus must be covered. However the flexibility should be given keeping in view that no safety aspect is compromised and duration of industry training to be remain as 1 year.

6. COURSE STRUCTURE

Training duration details: -

| | | |
|---|----------------|------------------|
| Time (in months) | 1-3 | 4-15 |
| Basic Training | Block-I | ----- |
| Practical Training (On - job training) | ---- | Block - I |

| Components of Training | Duration of Training in Months | | | | | | | | | | | | | | |
|-------------------------------------|---------------------------------------|---|---|---|---|---|---|---|---|----|----|----|----|----|----|
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| Basic Training Block - I | | | | | | | | | | | | | | | |
| Practical Training Block - I | | | | | | | | | | | | | | | |

7. SYLLABUS
7.1 BASIC TRAINING
(BLOCK – I)
DURATION: 03MONTHS

GENERAL INFORMATION

- | | |
|--------------------------------|--|
| 1) Name of the Trade | : Tailor (General) |
| 2) Hours of Instruction | : 500Hrs. |
| 3) Batch size | : 16 |
| 4) Power Norms | : 07 KW for Workshop |
| 5) Space Norms | : 56 Sq.m. |
| 6) Examination | : The internal assessment will be held on completion of the Block. |

Instructor Qualification

- | |
|--|
| 1. : i. NTC/NAC/CITS with three years Experience in Sewing technology /Dress Designing or equivalent |
| Or |
| ii. Diploma in Dress Making/ garment fabricating technology /costume designing With Two years' Experience |
| Or |
| iii. Degree in Fashion Technology With one year experience |
| Desirable Qualification : Preference will be given to a Candidate with Craft Instructor Certificate (CIC) in Sewing technology /Dress designing or in equivalent Trade |

- 7) **Tools, Equipments & Machinery required** : - As per Annexure – I

7.1 DETAIL SYLLABUS OF BASIC TRAINING

7.1.1 DETAIL SYLLABUS OF PROFESSIONAL SKILLS & PROFESSIONAL KNOWLEDGE

Block –I

Basic Training

| Week No. | Professional Skills | Professional Knowledge |
|----------|--|--|
| 1 | <p>Safety: - its importance, classification, personal, general, workshop and job safety. Occupational health and safety.</p> <p>Basic injury prevention, Basic first aid, Hazard identification and avoidance, safety signs for Danger, Warning, caution & personal safety message.</p> <p>Importance of housekeeping & good shop floor practices. Disposal procedure of waste materials like fabric thread waste, etc.</p> <p>Fire & safety: Use of Fire extinguishers.</p> | <p>Importance of safety and general precautions observed in the in the industry/shop floor. All necessary guidance to be provided to the new comers to become familiar with the working of Institute system including stores procedures.</p> <p>Introduction of First aid. Safety attitude development of the trainee by educating him to use Personal Protective Equipment (PPE). Response to emergencies eg; power failure, fire, and system failure. Accidents- Definition types and causes. First-Aid, nature and causes of injury and utilization of first-aid. Fire: - Types, causes and prevention methods. Fire Extinguisher, its types.</p> |
| 2 | Familiarization with the organization | <p>Introduction</p> <ul style="list-style-type: none"> ➤ Trade, ➤ its utility & Scope ➤ Job Prospects |
| 3 | <ul style="list-style-type: none"> ➤ Operating machine ➤ Removing parts and practice in refixing ➤ Adjusting the parts for proper functioning ➤ Practice in cleaning and Oiling | <p>Introduction to Sewing Machine:</p> <ul style="list-style-type: none"> ➤ Machine Operation ➤ Different parts of machine and their Functions. ➤ Proper maintenance and Oiling ➤ Safety precautions |
| 3 | <ul style="list-style-type: none"> ➤ Practice in using Different Scissors Shapper, L Scale, Art Curve, Tracing wheel Thimble etc. | <p>Trade related Tools, their importance, usage and safety</p> <ul style="list-style-type: none"> ➤ Measuring Tools ➤ Drafting Tools |

| | | |
|------|--|--|
| | | <ul style="list-style-type: none"> ➤ Marking Tools ➤ Cutting Tools ➤ Sewing Tools ➤ Finishing Tools |
| 4 | Practice in using proper Terms. | Trade Terminology:- Specific terms used in drafting, cutting & stitching |
| 5 | Practice in using tape - Taking measurement - Sequencing of Measurement. - Use of L scale | Measurement Taking:- Use of tape for measurement - Proper / correct measurement taking, Precautions - Use of L scale for measurement - Sequence of measurement |
| 6 | - Simple drafting - Pattern making - Paper pattern cutting | Drafting/ Pattern Making:- - Need for drafting and pattern making - Method of preparing draft - Preparing pattern cutting |
| 7 | <ul style="list-style-type: none"> • Identification of fabrics and texture • Handling of Fabrics | Fabric Fundamentals <ul style="list-style-type: none"> • Brief idea about fibers • Types of Fabrics • Selection of Needle and thread according to fabric types |
| 8 | Preparation of sample pieces of stitches | Basic Stitching:- - Hand stitches - Machine stitches - Decorative stitches |
| 9&10 | Making Samples of pieces using all Construction skills. | Stitching Skills:- - Knowledge about: - Seams, Darts, Tucks, flares, plackets, pockets, necklines, hem, collars & cuff Pleats, Buttons Hole, Buttons Hooks and , Eye, Titch buttons |
| 11 | Practicals in selection of colour combination | Colour concept:- Colour combination for |

| | | |
|-----------------------------------|--|--|
| | (contrast & harmony) | buttons, thread & cloth |
| 12 | <ul style="list-style-type: none"> - Pressing of: - Cotton garments - Terene garments - Silk garments - Packing of various garments (folding). Tailor marks <ul style="list-style-type: none"> - Fittings & alterations - New garments from old fabric/ garments | Finishing & pressing of Garments:- Correct Method of pressing different garments according to fabric and folding of garments. Precautions while pressing & finishing Fitting Of Garments:- Principals of fitting .Common fitting problem & how to remedy them Removing Of Stains:- Classification of stains .Means of stains removing & stain removing equipment |
| 13 | | |
| Internal Assessment 03days | | |

7.1.2EMPLOYABILITY SKILLS

GENERAL INFORMATION

- 1) **Name of the subject** : **EMPLOYABILITY SKILLS**
- 2) **Applicability** : **ATS- Mandatory for fresher only**
- 3) **Hours of Instruction** : **110Hrs**
- 4) **Examination** : **The examination will be held at the end of two years Training by NCVT.**
- 5) **Instructor Qualification** :

i)MBA/BBA with two years experience or graduate in sociology/social welfare/Economics with two years experience and trained in Employability skill from DGET Institute.

And

Must have studied in English/Communication Skill and Basic Computer at 12th /diploma level

OR

ii) Existing Social Study Instructor duly trained in Employability Skill from DGET Institute.

7.1.2.1 SYLLABUS OF EMPLOYABILITY SKILLS

A. Block – I Basic Training

| Topic No. | Topic | Duration (in hours) |
|-----------|--|---------------------|
| | English Literacy | 15 |
| 1 | Pronunciation : Accentuation (mode of pronunciation) on simple words, Diction (use of word and speech) | |
| 2 | Functional Grammar Transformation of sentences, Voice change, Change of tense, Spellings. | |
| 3 | Reading Reading and understanding simple sentences about self, work and environment | |
| 4 | Writing Construction of simple sentences Writing simple English | |
| 5 | Speaking/ Spoken English Speaking with preparation on self, on family, on friends/ classmates, on know, picture reading gain confidence through role-playing and discussions on current happening job description, asking about someone's job habitual actions. Cardinal (fundamental) numbers ordinal numbers. Taking messages, passing messages on and filling in message forms Greeting and introductions office hospitality, Resumes or curriculum vita essential parts, letters of application reference to previous communication. | |
| | I.T. Literacy | 15 |
| 1 | Basics of Computer Introduction, Computer and its applications, Hardware and peripherals, Switching on-Starting and shutting down of computer. | |
| 2 | Computer Operating System Basics of Operating System, WINDOWS, The user interface of Windows OS, Create, Copy, Move and delete Files and Folders, Use of External memory like pen drive, CD, DVD etc, Use of Common applications. | |
| 3 | Word processing and Worksheet Basic operating of Word Processing, Creating, opening and closing Documents, use of shortcuts, Creating and Editing of Text, Formatting the Text, Insertion & creation of Tables. Printing document. Basics of Excel worksheet, understanding basic commands, creating simple worksheets, understanding sample worksheets, use of simple formulas and functions, Printing of simple excel sheets | |
| 4. | Computer Networking and INTERNET Basic of computer Networks (using real life examples), Definitions of Local Area Network (LAN), Wide Area Network (WAN), Internet, Concept of Internet (Network of Networks), | |

| | | |
|----------|--|-----------|
| | <p>Meaning of World Wide Web (WWW), Web Browser, Web Site, Web page and Search Engines. Accessing the Internet using Web Browser, Downloading and Printing Web Pages, Opening an email account and use of email. Social media sites and its implication.</p> <p>Information Security and antivirus tools, Do's and Don'ts in Information Security, Awareness of IT - ACT, types of cyber crimes.</p> | |
| | Communication Skill | 25 |
| 1 | <p>Introduction to Communication Skills</p> <p>Communication and its importance Principles of Effective communication Types of communication - verbal, non verbal, written, email, talking on phone. Non verbal communication -characteristics, components-Para-language Body - language Barriers to communication and dealing with barriers. Handling nervousness/ discomfort. Case study/Exercise</p> | |
| 2 | <p>Listening Skills</p> <p>Listening-hearing and listening, effective listening, barriers to effective listening guidelines for effective listening. Triple- A Listening - Attitude, Attention & Adjustment. Active Listening Skills.</p> | |
| 3 | <p>Motivational Training</p> <p>Characteristics Essential to Achieving Success The Power of Positive Attitude Self awareness Importance of Commitment Ethics and Values Ways to Motivate Oneself Personal Goal setting and Employability Planning. Case study/Exercise</p> | |
| 4 | <p>Facing Interviews</p> <p>Manners, Etiquettes, Dress code for an interview Do's & Don'ts for an interview</p> | |
| 5 | <p>Behavioral Skills</p> <p>Organizational Behavior</p> <p>Problem Solving Confidence Building Attitude Decision making Case study/Exercise</p> | |
| | Entrepreneurship skill | 15 |
| 1 | <p>Concept of Entrepreneurship</p> <p>Entrepreneurship- Entrepreneurship - Enterprises:-Conceptual issue Entrepreneurship vs. Management, Entrepreneurial motivation. Performance & Record, Role & Function of entrepreneurs in relation to the enterprise & relation to the economy, Source of business ideas, Entrepreneurial opportunities, The process of setting up a business.</p> | |

| | | |
|---|--|-----------|
| 2 | Project Preparation & Marketing analysis Qualities of a good Entrepreneur, SWOT and Risk Analysis. Concept & application of Product Life Cycle (PLC), Sales & distribution Management. Different Between Small Scale & Large Scale Business, Market Survey, Method of marketing, Publicity and advertisement, Marketing Mix. | |
| 3 | Institutions Support Preparation of Project. Role of Various Schemes and Institutes for self-employment i.e. DIC, SIDA, SISI, NSIC, SIDO, Idea for financing/ non financing support agencies to familiarizes with the Policies /Programmes & procedure & the available scheme. | |
| 4 | Investment Procurement Project formation, Feasibility, Legal formalities i.e., Shop Act, Estimation & Costing, Investment procedure - Loan procurement - Banking Processes. | |
| | Productivity | 10 |
| 1 | Productivity Definition, Necessity, Meaning of GDP. | |
| 2 | Affecting Factors Skills, Working Aids, Automation, Environment, Motivation How improves or slows down. | |
| 3 | Comparison with developed countries Comparative productivity in developed countries (viz. Germany, Japan and Australia) in selected industries e.g. Manufacturing, Steel, Mining, Construction etc. Living standards of those countries, wages. | |
| 4 | Personal Finance Management Banking processes, Handling ATM, KYC registration, safe cash handling, Personal risk and Insurance. | |
| | Occupational Safety, Health & Environment Education | 15 |
| 1 | Safety & Health Introduction to Occupational Safety and Health importance of safety and health at workplace. | |
| 2 | Occupational Hazards Basic Hazards, Chemical Hazards, Vibro-acoustic Hazards, Mechanical Hazards, Electrical Hazards, Thermal Hazards. Occupational health, Occupational hygienic, Occupational Diseases/ Disorders & its prevention. | |
| 3 | Accident & safety Basic principles for protective equipment. Accident Prevention techniques - control of accidents and safety measures. | |
| 4 | First Aid Care of injured & Sick at the workplaces, First-Aid & Transportation of sick person | |
| 5 | Basic Provisions Idea of basic provision of safety, health, welfare under legislation of India. | |
| 6 | Ecosystem Introduction to Environment. Relationship between Society and Environment, Ecosystem and Factors causing imbalance. | |
| 7 | Pollution Pollution and pollutants including liquid, gaseous, solid and hazardous waste. | |

| | | |
|----|--|-----------|
| 8 | Energy Conservation Conservation of Energy, re-use and recycle. | |
| 9 | Global warming Global warming, climate change and Ozone layer depletion. | |
| 10 | Ground Water Hydrological cycle, ground and surface water, Conservation and Harvesting of water | |
| 11 | Environment Right attitude towards environment, Maintenance of in -house environment | |
| | Labour Welfare Legislation | 5 |
| 1 | Welfare Acts Benefits guaranteed under various acts- Factories Act, Apprenticeship Act, Employees State Insurance Act (ESI), Payment Wages Act, Employees Provident Fund Act, The Workmen's compensation Act. | |
| | Quality Tools | 10 |
| 1 | Quality Consciousness : Meaning of quality, Quality Characteristic | |
| 2 | Quality Circles : Definition, Advantage of small group activity, objectives of quality Circle, Roles and function of Quality Circles in Organization, Operation of Quality circle. Approaches to starting Quality Circles, Steps for continuation Quality Circles. | |
| 3 | Quality Management System : Idea of ISO 9000 and BIS systems and its importance in maintaining qualities. | |
| 4 | House Keeping : Purpose of Housekeeping, Practice of good Housekeeping. | |
| 5 | Quality Tools Basic quality tools with a few examples | |

7.2 PRACTICAL TRAINING (ON-JOB TRAINING)
(BLOCK – I)
DURATION: 12MONTHS

GENERAL INFORMATION

- 1) **Name of the Trade** : **Tailor (Man)**
 - 2) **Duration of On-Job Training** : As per Apprentices Act amended time to time.
 - 3) **Batch size** : 16
 - 4) **Examination** :
 - i) The internal assessment will be held on completion of the block
 - ii) NCVT exam will be conducted at the end of Apprenticeship Training
 - 5) **Instructor Qualification** :
 - i. NTC/NAC/CITS with three years Experience in Sewing technology /Dress Designing or equivalent

Or

 - ii. Diploma in Dress Making/ garment fabricating technology /costume designing With Two years' Experience

Or

 - iii. Degree in Fashion Technology With one year experience
- Desirable Qualification : Preference will be given to a Candidate with Craft Instructor Certificate (CIC) in Sewing technology /Dress designing or in equivalent Trade
- 6) **Infrastructure for On-Job Training** : - As per Annexure – II

7.2.1 BROAD SKILL COMPONENT TO BE COVERED DURING ON-JOB TRAINING

BLOCK – I

“Pattern Making, Fabric Estimation, Cutting & Sewing, Fitting of Outfits, Pressing & Folding of following Garments in this block”:-

1. Simple Pajama
2. Pajama(pant Cut)
3. Nehru Kurta
- 4 .Bengali Kurta
5. Kalidar Kurta
- 6 .Gent' s Shirt
7. Safari suit
8. Boy' s Shorts.
9. Gents' Trousers.
10. Jeans
- 11 Waist Coat
12. Nehru Jacket
13. Single Breast Coat
14. Double Breast Coat

8. ASSESSMENT STANDARD

8.1 Assessment Guideline:

Appropriate arrangements should be made to ensure that there will be no artificial barriers to assessment. The nature of special needs should be taken into account while undertaking assessment. Due consideration to be given while assessing for team work, avoidance/reduction of scrape/wastage and disposal of scarp/wastage as per procedure, behavioral attitude and regularity in training.

The following marking pattern to be adopted while assessing:

a)Weightage in the range of 60-75% to be allotted during assessment under following performance level:

For this grade, the candidate with occasional guidance and showing due regard for safety procedures and practices, has produced work which demonstrates attainment of an acceptable standard of craftsmanship.

In this work there is evidence of:

- good skill levels in the use of hand tools, machine tools and workshop equipment
- many tolerances while undertaking different work are in line with those demanded by the component/job.
- a fairly good level of neatness and consistency in the finish
- occasional support in completing the project/job.

b)Weightage in the range of above75%- 90% to be allotted during assessment under following performance level:

For this grade, the candidate, with little guidance and showing due regard for safety procedures and practices, has produced work which demonstrates attainment of a reasonable standard of craftsmanship.

In this work there is evidence of:

- good skill levels in the use of hand tools, machine tools and workshop equipment
- the majority of tolerances while undertaking different work are in line with those demanded by the component/job.
- a good level of neatness and consistency in the finish
- little support in completing the project/job

c) Weightage in the range of above 90% to be allotted during assessment under following performance level:

For performance in this grade, the candidate, with minimal or no support in organization and execution and with due regard for safety procedures and practices, has produced work which demonstrates attainment of a high standard of craftsmanship.

In this work there is evidence of:

- high skill levels in the use of hand tools, machine tools and workshop equipment
- tolerances while undertaking different work being substantially in line with those demanded by the component/job.
- a high level of neatness and consistency in the finish.
- minimal or no support in completing the project

8.2 FINAL ASSESSMENT- ALL INDIA TRADE TEST(SUMMATIVE ASSESSMENT)

| SUBJECTS | Marks | Sessional Marks | Full Marks | Pass Marks | Duration of Exam. |
|---------------------|------------|-----------------|------------|------------|-------------------|
| | | | | | |
| Practical | 300 | 100 | 400 | 240 | 08 hrs |
| Trade Theory | 100 | 20 | 120 | 48 | 3 hrs. |
| Employability Skill | 50 | | 50 | 17 | 2 hrs. |
| Grand Total | 450 | 120 | 570 | - | |

Note: - The candidate pass in each subject conducted under all India trade test.

9. FURTHER LEARNING PATHWAYS

1. On successful completion of the course trainees can opt for Diploma course in the relevant trade
(Lateral entry). [Applicable for candidates only who undergone ATS after CTS]
2. On successful completion of the course trainees can opt for CITS course.

Employment opportunities:

On successful completion of this course, the candidates shall be gainfully Employed in the following industries:

1. Garment Export House
2. Garment manufacturing industries.
3. Boutique.
4. Service industries like Ordnance factories and Railways.
5. Self employment

ANNEXURE – I

TOOLS & EQUIPMENT FOR BASIC TRAINING

INFRASTRUCTURE FOR PROFESSIONAL SKILL & PROFESSIONAL KNOWLEDGE

TRADE: DRESS MAKER

LIST OF TOOLS & EQUIPMENTS FOR 16 APPRENTICES

A : TRAINEE TOOL KIT:-

| Sl. No. | Name of the items | Quantity (indicative) |
|----------------|--|----------------------------------|
| 1. | Measuring Tape 150 cm | 17 |
| 2. | Seam Ripper | 17 |
| 3. | Thimble | 17 |
| 4. | Drafting Card Scale(set of six scales) | 17 |
| 5. | Tailors Square | 17 |
| 6. | French Curve Set | 17 |
| 7. | Thread Cutter | 17 |
| 8. | Scale Plastic 24'' | 17 |
| 9. | Paper Cutter | 04 |
| 10. | Loop turner | 17 |
| 11. | Pencil | 17 |
| 12. | Eraser | 17 |
| 13. | Sharpener | 17 |
| 14. | Bobbin Case | 17 |
| 15. | Bobbin | 17 |
| 16. | Note Book | 17 |
| 17. | Nose Mask | 17 |
| 18. | Magnetic Tweezers | As per requirement |
| 19. | Machine Needles | As per requirement |
| 20. | Hand Needles | As per requirement |
| 21. | Brown Paper | As per requirement |
| 22. | Drafting Pins | As per requirement |
| 23. | Tailors Chalk | As per requirement |

After Completion of training trainees tool kit treated as consumable.

B : TOOLS INSTRUMENTS AND GENERAL SHOP OUTFITS

| Sl. No. | Name of the items | Quantity (indicative) |
|---------|--|-----------------------|
| 24. | Pressing table | 2 |
| 25. | Blanket for padding as pressing table | 4 |
| 26. | Electric automatic iron | 2 |
| 27. | Electric automatic steam press | 2 |
| 28. | Scissor 25 cm | 17 |
| 29. | Scissor 25 cm (right hand) | 17 |
| 30. | Scissor 25 cm (left hand) | 05 |
| 31. | Pinking shear | 17 |
| 32. | Tailors square | 17 |
| 33. | Leg shaper | 17 |
| 34. | Garment hanger (steel/wooden) | As per requirement |
| 35. | Drafting table | |
| 36. | Table sharpner | 01 |
| 37. | Stools with adjustable height (one for each machine) or chair with low back rest | 16 |
| 38. | Pattern punch | 04 |
| 39. | Pattern notcher | 04 |
| 40. | Pattern hanging hook | 04 |
| 41. | Dummies ladies | 04 |
| 42. | Stand for hanging dresses | 01 |
| 43. | Instructor table | 01 |
| 44. | Instructor chair | 01 |
| 45. | Steel almirah | 02 |
| 46. | White board with accessories | 02 |
| 47. | Display board covered with glass | 04 |
| 48. | Waste bin | 17 |
| 49. | Screw driver set | 05 |
| 50. | Duplex board | 02 |
| 51. | Pigeon hole almirah 10 lockers for trainees | 02 |
| 52. | Locks for above pigeon hole | 20 |
| 53. | Wall clock | As per requirement |

| | | |
|-----|--|--------------------|
| 54. | Calculator desk type | 01 |
| 55. | Machine attachments | As per requirement |
| 56. | Rubber mat | As per requirement |
| 57. | sprayer | As per requirement |
| 58. | Air conditioner unit 2 ton capacity with stabilizers | As per requirement |

C : GENERAL MACHINERY INSTALLATIONS:-

| Sl. No. | Name & Description of Machines | Quantity (indicative) |
|----------------|--|------------------------------|
| 1. | Single needle lock stitch industrial model | 16 |
| 2. | Over lock machine 3 thread | 02 |
| 3. | Over lock machine 5 thread | 01 |
| 4. | Button hole machine | 01 |
| 5. | Button Fixing Machine | 01 |
| 6. | Zigzag Multi Purpose Machine | 01 |
| 7. | Round Knife Cutting Machine | |

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ANNEXURE – II

INFRASTRUCTURE FOR ON-JOB TRAINING

TRADE: Tailor (General)

For Batch of 16 APPRENTICES

Actual training will depend on the existing facilities available in the establishments. However, the industry should ensure that the broad skills defined against On-Job Training part (i.e. 9 months) are imparted. In case of any short fall the concern industry may impart the training in cluster mode/ any other industry/ at ITI.

GUIDELINES FOR INSTRUCTORS AND PAPER SETTERS

1. Due care to be taken for proper & inclusive delivery among the batch. Some of the following some method of delivery may be adopted:

- A) LECTURE
- B) LESSON
- C) DEMONSTRATION
- D) PRACTICE
- E) GROUP DISCUSSION
- F) DISCUSSION WITH PEER GROUP
- G) PROJECT WORK
- H) INDUSTRIAL VISIT

2. Maximum utilization of latest form of training viz., audio visual aids, integration of IT, etc. may be adopted.

3. The total hours to be devoted against each topic may be decided with due diligence to safety & with prioritizing transfer of required skills.