CURRICULUM

FOR THE TRADE OF

OPERATOR MATERIAL HANDLING EQUIPMENTS AT RAW MATERIAL HANDLING PLANT

UNDER

APPRENTICESHIP TRAINING SCHEME

2017

सत्यमेव जयते
Government of India

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

CONTENTS

1. ACKNOWLEDGEMENT

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1. TATA Steel, Jamshedpur

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2. BACKGROUND

2. 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.

2. 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.

2. 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 **Operator Material Handling at Raw Material Handling Plant** trade]

1. Demonstrate mechanical aptitude of equipment and how to properly maintain items such as conveyors, coal pullers, coal car shakers, crushers, dozer and loader.
2. Knowledge of general operation of the Central Heating and Power Plant (CHPP) and associated coal handling equipment.
3. Knowledge of the use of tools to operate and maintain the coal processing equipment and machinery.
4. Ability to operate and perform maintenance on the coal storage pile dozer, front end loader and car mover.
5. Ability to work out of doors or in confined areas for extended periods under unfavorable conditions and without constant supervision.
6. Ability to understand and execute written and oral instructions and relay instructions to follow-on shifts when multi-shift operations are used.
7. Sufficient physical strength, ability, dexterity, vision and hearing to perform all the work of this position.
8. Ability to communicate effectively with supervisor, other operators and plant personnel.
9. Able to demonstrate initiative and be able to work with little supervision.
10. Able to identify potential safety hazards, including fire or explosive hazards and take immediate action to correct the hazard and report the situation to supervisory personnel on site.
11. Willing to maintain plant and equipment in a clean, serviceable condition.

4. JOB ROLES: REFERENCE NCO

Brief description of Job roles:

Operator Raw Material Handling Equipment operate various raw material handling equipment such as Wagon tippler, Stacker & reclaimer, track hopper, crusher, screen, belt conveyors etc. He operate and maintain pollution control equipment.

5. GENERAL INFORMATION

1. **Name of the Trade : OPERATOR MATERIAL HANDLING EQUIPMENTS AT RAW MATERIAL HANDLING PLANT**

2. **N.C.O. Code No.** : **8121.90**

3. **Duration of Apprenticeship Training (Basic Training + Practical Training):** 15 Months

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

a) Block –I : 3 months

Total duration of Basic Training: 3 months

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

a) Block–I: 12 months

Total duration of Practical Training: 12 months

6. **Entry Qualification** : Passed 8th class Examination

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

8. **Rebate for ITI passed trainees** : NIL

Note: Industry may impart training as per above time schedule for different block, 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 aspects is compromised.

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: 03 MONTHS

GENERAL INFORMATION

1) **Name of the Trade** : **OPERATOR MATERIAL HANDLING EQUIPMENS AT RAW MATERIAL HANDLING PLANT**

2) **Hours of Instruction** : 500 Hrs.

3) **Batch size** : 20

4) **Power Norms** : 3 KW for Workshop

5) **Space Norms** : 70 Sq. m.

6) **Examination** : The internal assessment will be held on completion of each Block.

7) **Instructor Qualification** :

i) Degree/Diploma in **Mechanical** Engg. from recognized university/Board with one/two year post qualification experience respectively in the relevant field.

OR

ii) NTC/NAC in the trade of **Operator Material Handling Equipments at Raw Material Handling Plant** with three year post qualification experience in the relevant field.

Preference will be given to a candidate with Craft Instructor Certificate (CIC)

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

7.1.1 DETAIL SYLLABUS OF CORE SKILL

A. Block– I
Basic Training

Topic No.	a) Engineering Drawing	Duration (in hours)	b) Workshop Science & Calculation	Duration (in hours)
		30		**20**
1.	Introduction to Engineering drawing, its importance and uses in engineering fields. Simple definitions of Points, Lines, Parallel straight lines.		Applied workshop problems involving simple addition, subtraction, multiplication, division and common fractions.	
2.	Geometrical construction of Square, Rectangle, Triangle, Circle, Polygons, etc.		Science- Definition, Nomenclature, various branches, significance and definitions of important terms.	
3.	Drawing different types of lines.		Rounding of decimal values, use of approximation.	
4.	Free hand sketch of Hand tools used in the trade.		Units – Definition, fundamental & derived units, system of units- FPS, CGS, MKS and SI units of some important parameters- Length , mass, time, density, current, voltage, pressure etc. Unit conversion.	
5.	Screw Threads – Forms of Various Screw threads used in general in the industry – Nomenclature, convention		Workshop problems related to average.	
6.	Fastening Devices – Temporary and Permanent. Meaning and difference. Temporary Device – Hexagonal Bolt, Nut, Check Nut, Washer.		Workshop problems related to percentage.	
7.	Different Methods of Preventions of rotation of Bolts - Check nut, Square headed bolt, Square headed bolt with square neck, cup headed bolt, Eye bolt, counter sunk headed bolt, rag bolt, etc.		Workshop problems related to ratio and proportion.	
8.	Different Methods of locking of nuts :- a) Lock nuts, b) Split pin, c) Slotted nut , d) Symmonds nut, e) Castle nut**, f**) Wings nut, etc.		Workshop problems related on time & work.	
9.	Permanent Fastening Devices- Rivets – different parts and their types Different types of rivet heads.		Profit & Loss and problems concerning to workshop practices.	

10.	Rivets Joints – Lap joint and Butt or Strap joint. Lap Joint – a) Single Riveted, b) Double riveted, i) Chain, ii) zig – zag Butt Joint – a) Single plate or strap, b) Double plate or strap		Properties of Matter- Different types of Properties of Matter e.g. Mechanical, Electrical, Chemical, Magnetic.	
11.	Keys and Cotter Joints, Difference between Keys and Cotters, Different types of Keys.		Properties of Matter (Mechanical) - Tenacity, Toughness, Malleability, Ductility, Elasticity, Plasticity, Brittleness, Hardness (concept & definition)	
12.	---		Properties and uses of copper, zinc, lead, tin, aluminum, brass, bronze, solder, bearing metals, timber, and rubber.	
13.	---		Engineering Material- Introduction, classification, Metallic- Non metallic material, physical and mechanical properties,	
14.	---		Heat & temperature- Definition and its importance. Scales of Temperature, e.g. Fahrenheit, Centigrade, Kelvin- relationship between them.	
15.	---		Transmission of heat- Conduction, Convection and Radiation. Examples from Industries (concept & definition)	
16.	---		Transmission of Power and motion of Belt and Pulleys:- Driver and Follower – Open and Cross belt system of belt drives. Velocity ratio. Power Transmission by belt – Problems	

7.1.2 DETAIL SYLLABUS OF PROFESSIONAL SKILLS & PROFESSIONAL KNOWLEDGE

A. Block –I

Basic Training

Week No.	Professional Skills	Professional Knowledge
1.	Safety: - its importance, classification, personal, general, workshop and job safety. Occupational health and safety. Basic injury prevention, Basic first aid, Hazard identification and avoidance, safety signs for Danger, Warning, caution & personal safety message. Preventive measures for electrical accidents & steps to be taken in such accidents. Importance of housekeeping & good shop floor practices. Disposal procedure of waste materials like cotton waste, metal chips/burrs etc. Fire& safety: Use of Fire extinguishers. Safety regarding working with different types of steam and its First-Aid. Drill on fire fighting & safety	Safety Precautions to be followed at site. Fire precautions causes and types of fire, precaution against outbreak of fire. Fire extinguisher types and uses. Proper centering erection, proper scaffolding making & precautions to be taken while working at higher attitudes and during hot repair. Precautions to be followed in Gas hazardous area. Precaution during dismantling.
2.	**video demo of the related processes** Practice on brick laying.	**Induction & Safety Training** Company Profile, Significance of Steel Business Plant familiarization, Layout, Product Mix, Objectives. Safety, Health & Environment Awareness Basic skill development training on Use of Tools, Basic Measuring Instruments, Coupling & Alignment, Welding, Gas Cutting. **Overview of RMHP & Related Safety Aspects** a. Quality parameters of Raw Materials b. Price of Raw Materials c. General idea and pricing of spares d. Types of material conveying equipments
3.	Practice on brick laying.	**Tippling of Wagons** a. Introduction to Wagon Tippler i. Various types ii. Function & Identification of the main units of the equipment b. Introduction to Side Arm Charger i. Various types

		ii. Function & Identification of the main units of the equipment c. Introduction to Pusher Cars i. Various types ii. Function & Identification of the main units of the equipment d. Drives of Tipplers, Side Arm Charger & Pusher Cars e. Limit Switches of Tipplers, Side Arm Charger & Pusher Cars f. Concept of wagon Demurrage and measures for controlling g. Log Book Entry h. Equipment specific safety
4.	Practice on brick laying. (Forming curves)	**Stacking of Raw Materials** a. Introduction to Stacker cum Reclaimer Function & Identification of the main units of the equipment b. Introduction to Slewable Stacker Function & Identification of the main units of the equipment c. Introduction to Wing Trippers Function & Identification of the main units of the equipment d. Drives of Stacker cum Reclaimers, Wing Trippers & Slewable Stackers. e. Limit Switches of Stacker cum Reclaimers, Wing Trippers & Slewable Stackers. f. Types of Stacking g. Bed Preparation techniques – Averaging & Blending h. Log Book Entry i. General safety and conveyor safety.
5.	**video demo of the related processes**	**Reclaiming of Raw Materials** a. Introduction to Stacker cum Reclaimer Function & Identification of the main units of the equipment b. Introduction to Blender Reclaimer Function & Identification of the main units of the equipment c. Introduction to Barrel Reclaimer Function & Identification of the main units of the equipment d. Introduction to Scrapper Reclaimer Function & Identification of the main units of the equipment e. Drives of Stacker cum Reclaimers, Blender, Barrel & Scrapper Reclaimers f. Limit Switches of Stacker cum Reclaimers, Blender, Barrel & Scrapper Reclaimers

		g. Reclaiming Methods h. Log Book Entry i. Concept of Blending & Averaging
6.	**video demo of the related processes**	**Screening** a. Introduction to Iron Ore Screens Function & Identification of the main units of the equipment b. Introduction to Flux Screens Function & Identification of the main units of the equipment c. Drives of Screens d. Log Book Entry e. General safety
7.	**video demo of the related processes**	**Flux Crushing** a. Introduction to Flux Crushers Function & Identification of the main units of the equipment b. Drives of Crushers c. Input Materials d. Closed circuit operation e. Log Book Entry f. General safety
8.	Practice on brick laying.(Involving different profile)	**Coke Crushing** a. Introduction to Coke Crushers Function & Identification of the main units of the equipment b. Drives of Crushers c. Input Materials d. Procedure for gap adjustment with SOP's. e. Log Book Entry f. General safety
9.	**video demo of the related skills**	**Track Hopper Operation** a. Introduction to Track Hoppers i. Technical data ii. Design features iii. Sketch of Paddle Feeders b. Drives of Paddle Feeders c. Input Materials d. Distribution of Bunkers in Track Hoppers e. Log Book Entry f. General safety
10.	**video demo of the related skills**	**Highline Operation** a. Introduction to Tripper Cars Function & Identification of the main units of the equipment b. Drives of Tripper Cars c. Input Materials d. Distribution of Bunkers in Highline e. Log Book Entry f. General safety
11.	**video demo of the related skills**	**Operation of Conveyors**

	All safety devices of conveyor.	a. Introduction to Conveying Systems i. Types of conveyors ii. Design features iii. Weigh Feeders b. Drives of conveyors c. Transfer of material from one conveyor to another d. General layout of conveyors e. Various parts of a conveyor f. Conveyor related safety aspects g. Monsoon Hazards & Preparations h. General safety
12.	**Video demo of all safety devices in conveyor belt system** **Video demo of types of joints (cold, hot & mechanical fastening.)**	**Operation of Pollution Control Equipments** a. Introduction to Pollution Control Systems i. Dry Fog Dust Suppression Systems ii. Tippler & Highline Sprinklers iii. Dust Extraction Systems b. General layout c. Log Book Entry d. General safety **Operation of Fire Fighting Equipments & General Safety** a. Introduction to Fire Fighting System i. Types of Fire Extinguishers ii. Fire Hydrants b. General Safety i. Use of PPE ii. Rail & Road Safety iii. Safe Working Practices iv. Working at Heights
13.	**Revision & Internal Assessment**	

7.1.3 EMPLOYABILITY SKILLS

GENERAL INFORMATION

1)	**Name of the subject**	**:**	**EMPLOYABILITY SKILLS**
2)	**Applicability**	**:**	ATS- Mandatory for fresher only
3)	**Hours of Instruction**	**:**	**110 Hrs. (55 hrs. in each block)**
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.

7.1.3.1 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), 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. Information Security and antivirus tools, Do's and Don'ts in Information Security, Awareness of IT - ACT, types of cyber crimes.	
	Communication Skill	**25**
1	**Introduction to Communication Skills** 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	
2	**Listening Skills** Listening-hearing and listening, effective listening, barriers to effective listening guidelines for effective listening. Triple- A Listening - Attitude, Attention & Adjustment. Active Listening Skills.	
3	**Motivational Training** 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	
4	**Facing Interviews** Manners, Etiquettes, Dress code for an interview Do's & Don'ts for an interview	
5	**Behavioral Skills** **Organizational Behavior** Problem Solving Confidence Building Attitude Decision making Case study/Exercise	
	Entrepreneurship skill	**15**
1	**Concept of Entrepreneurship** **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.	

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: 12 MONTHS

GENERAL INFORMATION

1) **Name of the Trade** : **OPERATOR MATERIAL HANDLING AT RAW MATERIAL HANDLING PLANT**

2) **Batch size** : a) Apprentice selection as per Apprenticeship guidelines.
b) Maximum 20 candidates in a group.

3) **Examination** : i) The internal assessment will be held on completion of each block
ii) NCVT exam will be conducted at the end of 2nd year.

4) **Instructor Qualification** :

i) Degree/Diploma in **Mechanical** Engg. from recognized university/Board with one/two year post qualification experience in the relevant field.

OR

ii) NTC/NAC in the trade of **Operator Material Handling at Raw Material Handling Plant** with three year post qualification experience in the relevant field.

Preference will be given to a candidate with Craft Instructor Certificate (CIC)

5) **Infrastructure for On-Job Training** : - As per Annexure – II

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

A. BLOCK – I
DURATION: 12 MONTHS

1. **Overview of RMHP & Related Safety Aspects –**
   - Use of protective devices like helmet, gloves, safety belts
   - Use of fire fighting equipments
   - Familiarisation with different sections of RMHP
   - Visit to Hazardous areas of RMHP
2. **Tippling of Wagons –**
   - Control desk for Wagon Tippler & Pusher Cars
   - Shift take-over
   - Pre-start checks (with check list)
   - Start-up
   - Tippling on manual mode
     - Placement of loaded wagon on tippler
     - Tippling
   - Closing down
   - Post job checks
   - Equipment safety
   - Stoppage on emergency / power failure
   - House-keeping
3. **Stacking of Raw Materials -**
   - Control desk of Stacker cum Reclaimers, Wing Trippers & Slewable Stackers.
   - Shift take-over
   - Pre-start checks
   - Start-up

   i. Stacking

   ii. Running checks

   iii. Bed formation
   - Closing down
   - Post job checks
   - Shutdown preparations

- Equipment safety
- Stoppage on emergency / power failure
- House-keeping

4. **Reclaiming of Raw Materials –**

- Control desk of Stacker cum Reclaimers, Blender, Barrel & Scrapper Reclaimers
- Shift take-over
- Pre-start checks
- Start-up

i. Reclaiming

ii. Running checks

- Closing down
- Post job checks
- Shutdown preparations
- Equipment safety
- Stoppage on emergency / power failure
- House-keeping

5. **Screening –**

- Shift take-over
- Pre-start checks
- Start-up

i. Running checks

- Closing down
- Post job checks
- Shutdown preparations
- Equipment safety
- Stoppage on emergency / power failure
- House-keeping

6. **Flux Crushing –**

- Shift take-over
- Pre-start checks
- Trial run

i. Vibration checks

ii. Bearing Temperature checks

iii. Grinding wall Adjustments

iv. Vibro Feeder check for abnormal material discharge

- Start-up
- Running checks

i. Material feed rate adjustments

- Closing down/Stopping Procedures
- Post job checks
- Shutdown preparations
- Equipment safety
- Stoppage on emergency / power failure
- House-keeping

7. **Coke Crushing –**

- Shift take-over
- Pre-start checks

i. Roll gap adjustments

- Trial run

i. Abnormal sound checks
ii. Bearing Temp checks
iii. Vibro feeder check for abnormal material discharge

- Start-up
- Running checks

i. Material feed rate adjustments

- Closing down
- Post job checks
- Shutdown preparations
- Equipment safety
- Stoppage on emergency / power failure
- House-keeping
- V-belt adjustment.

8. **Track Hopper Operation –**

- Shift take-over
- Pre-start checks
- Trial run
- Start-up

- Running checks

i. Material feed rate adjustments

- Closing down
- Post job checks
- Shutdown preparations
- Equipment safety
- Stoppage on emergency / power failure
- House-keeping

9. **Highline Operation –**

- Shift take-over
- Pre-start checks
- Trial run
- Start-up
- Running checks

i. Bunker level

- Closing down
- Post job checks
- Shutdown preparations
- Equipment safety
- Stoppage on emergency / power failure
- House-keeping

10. **Operation of Conveyors –**

- Shift take-over
- Pre-start checks
- Running checks

i. Feed adjustments

ii. Tracking of conveyors

iii. Spillage prevention

- Closing down
- Shutdown preparations
- Equipment safety
- Stoppage on emergency / power failure
- House-keeping

11. **Operation of Pollution Control Equipments –**

- Pre-start checks
- Running checks
- Closing down
- Shutdown preparations
- Equipment safety

12. **Operation of Fire Fighting Equipments & General Safety –**

- On job practices

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:

- demonstration of good operational skills while executing the assigned job.
- different accuracy achieved while undertaking different skills demanded by the job.
- a fairly good level of neatness and consistency in handling controls.
- 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 operation while executing the assigned job.
- the majority of the accuracy achieved while undertaking different skills demanded by the job.
- a good level of neatness and consistency in handling controls.
- little support in completing the 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 operation while executing the assigned job.
- accuracy while undertaking different work being substantially in line with those demanded by the 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 FOR APPRENTICE

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.
Workshop Cal. & Sc.	50	10	60	24	3 hrs.
Engineering Drawing	50	20	70	28	4 hrs.
Employability Skill	50	-	50	17	2 hrs.
Grand Total	**550**	**150**	**700**	**-**	

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

8. FURTHER LEARNING PATHWAYS

Employment opportunities:

On successful completion of this course, the candidates may be gainfully employed in the following industries:

1. Manufacturing & Process industries like steel plant and other related industries etc.

ANNEXURE – I

TOOLS & EQUIPMENT FOR BASIC TRAINING

INFRASTRUCTURE FOR PROFESSIONAL SKILL & PROFESSIONAL KNOWLEDGE

TRADE: OPERATOR MATERIAL HANDLING AT RAW MATERIAL HANDLING PLANT

LIST OF TOOLS & EQUIPMENTS FOR 20 APPRENTICES

As per training need the tools & equipment may be procured.

INFRASTRUCTURE FOR WORKSHOP CALCULATION & SCIENCE AND ENGINEERING DRAWING

TRADE: OPERATOR MATERIAL HANDLING AT RAW MATERIAL HANDLING PLANT

LIST OF TOOLS & EQUIPMENTS FOR 20 APPRENTICES

1) **Space Norms** : 45 Sq. m.(For Engineering Drawing)

2) Infrastructure:

A : TRAINEES TOOL KIT:-

Sl. No.	Name of the items	Quantity (indicative)
1.	Draughtsman drawing instrument box	20 Nos.
2.	Set square celluloid 45^0 (250 X 1.5 mm)	20 Nos.
3.	Set square celluloid 30^0-60^0 (250 X 1.5 mm)	20 Nos.
4.	Mini drafter	20 Nos.
5.	Drawing board (700mm x500 mm) IS: 1444	20 Nos.

B : FURNITURE REQUIRED

Sl. No.	Name of the items	Quantity (indicative)
1	Drawing Board	20 Nos.
2	Models : Solid & cut section	as required
3	Drawing Table for trainees	as required
4	Stool for trainees	as required
5	Cupboard (big)	01
6	White Board (size: 8ft. x 4ft.)	01
7	Trainer's Table	01
8	Trainer's Chair	01

ANNEXURE – II

INFRASTRUCTURE FOR ON-JOB TRAINING

TRADE: OPERATOR MATERIAL HANDLING AT RAW MATERIAL HANDLING PLANT

For Batch of 20 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. 12 months*) are imparted. In case of any short fall the concern industry may impart the training in cluster mode/ any other industry/ at ITI.

ANNEXURE-III

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.