# **CURRICULUM**

# FOR THE TRADE OF

# **Construction Electrician**

# **UNDER**

# **APPRENTICESHIP TRAINING SCHEME**

GOVERNMENT OF INDIA

MINISTRY OF SKILL DEVELOPMENT AND ENTREPRENEURSHIP

DIRECTORATE GENERAL OF TRAINING

1. Category of trade : Non-Engineering

2. Name of the Trade :Construction Electrician

3. Duration of Apprenticeship Training : 24 Months

Breakup of the Apprenticeship Training

(i) Duration of Basic Training : 6 (3+3) months / 1200 Hrs

(ii) Duration of Practical Training/

On-the-job Training: 18 (9+9) Months

4. Entry Qualification: 10<sup>th</sup> Pass

(A) Basic training components

(i) Employability Skills – 110 Hrs

(ii) Basic numeracy - 50 Hrs

(iii) Trade theory - 120+120 Hrs

(iv) Trade practical - 400+400 Hrs

(BPractical Training/On-the job training : 18 Months

# **CONTENTS**

SI. No.	Topics	Page No.
1.	Acknowledgement	4
2.	Back Ground	5
3.	Rationale	7
4.	Job role	8
5.	Learning Outcomes	9
6.	General Information	11
7.	Course structure	12
8.	8.1 Basic Training – General Information 8.1.1 Detail Syllabus of Core Skill 8.1.2 Employability Skill – General information 8.1.3 Syllabus of Employability Skill 8.2 Basic Numeracy-General Information 8.2.1 Syllabus of Basic Numeracy 8.3 Practical Training – General Information 8.3.1 Syllabus of Practical Training/ on-job training	14
9.	Assessment Standard	29
10.	Further Learning Pathways	30
11.	Annexure – I Tools & Equipment's for Basic Training and Infrastructure for On-Job Training	31
12.	Annexure – II Guidelines for Instructors & Paper setter	34

#### 1. ACKNOWLEDGEMENT

L&T Construction Corporate Centre, HQ, sincerely acknowledges with thanks the contribution and cooperation extended by the Construction Skills Training Institutes and project sites of L&T projects, Trade Experts, Subject Matter Experts and all others to bring out this curriculum for the trade of **Construction Electrician ( under MEP Services & Maintenance)** under Apprenticeship Training Scheme.

Special acknowledgement to the following departments in L&T Construction who have contributed valuable inputs in bringing out this curriculum through their expert members:

- 1. Competency Development Centre
- 2. Skills training institutes Facilities & Management Team
- 3. Principals and Master Trainers
- 4. Subject Matter Experts from respective department
- VACUM (Vocational Curriculum) Development team of L&T Construction Skills
   Training Department

#### 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; tradeapprentice, 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 22<sup>nd</sup> 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 asConstructionworks]

In a construction industry, the identification and selection of most important construction trades, which covers almost 80% of the construction work activities. These trades cover Bar bending, Masonry, Formwork, Plumbing, Finishing-Tiling, Lab Technician, Surveyor, Electrician, Welding, CCTV, Optical Fibre Cable (OFC) and all sectorial activities. It will covers the Construction, Installation & Surveillance and Infrastructure industries.

The greater degree of relevance of the training with latest advancements of the industry will enhance the employability opportunities.

- 1. Identify, select and use appropriate hand tools & power tools.
- 2. Able to use suitable personnel protective devices and follow safety rules while executing electrical works.
- 3. Identify, select & use appropriate materials, consumables and equipments.
- 4. Perform good house keeping
- 5. Carry out end termination of power and control cables.
- 6. Handle various analog and digital measuring instruments.
- 7. Carry out laying and dressing of power and control cables in cable tray.
- 8. Carry out PVC & MS conduit wiring in construction job sites.
- 9. Carry out power and control wiring of various motor starters.
- 10. Compute simple calculations in AC single phase and three phase circuits.
- 11. Carry out installation of earth electrode and measure earth resistance.
- 12. Understand simple construction electrical drawings used in construction job sites.

#### 4. JOB ROLE

### **Brief description of Job role:**

Construction Electrician Tradeis one of the basic trade in Construction Industry which is common to all type of Constructions and has variance with respect to specific requirements of the Project.

Brief Job Description of Construction Electrician: Construction Electrician Install and maintain wiring, control, and lighting systems. Inspect electrical components, such as transformers and circuit breakers. Identify electrical problems with a variety of testing devices. Repair or replace wiring, equipment, or fixtures using hand tools and power tools.

Almost every building has an electrical power, communications, lighting, and control system that is installed during construction and maintained after that. These systems power the lights, appliances, and equipment that make people's lives and jobs easier and more comfortable. Installing electrical systems in newly constructed buildings is less complicated than maintaining equipment in existing buildings. This is because electrical wiring is more easily accessible during construction. In addition, maintaining equipment and systems involves identifying problems and repairing broken equipment that is sometimes difficult to reach. Maintenance work may include fixing or replacing parts, light fixtures, control systems, motors, and other types of electrical equipment.

Electricians read blueprints, which are technical diagrams of electrical systems that show the location of circuits, outlets, and other equipment. They use different types of hand and power tools, such as conduit benders, to run and protect wiring

#### **5. LEARNING OUTCOMES**

### A. GENERIC OUTCOME

- Recognize & comply safe working practices, environment regulation and housekeeping.
- Work in a team, understand and practice soft skills, technical English to communicate with required clarity.
- Understand and explain the concept in quality tools and labour welfare legislation and apply such in day to day work to improve productivity & quality.
- Explain energy conservation, global warming and pollution and contribute in day to day work by optimally using available resources.
- Explain personnel finance, entrepreneurship and manage/organize related task in day to day work for personal & societal growth.
- Understand and apply basic computer working, basic operating system and uses internet services to get accustomed & take benefit of IT developments in the industry.

### **B. SPECIFIC OUTCOME**

The Trainees will be able to

- Identify, select and use appropriate hand tools & power tools.
- Able to use suitable personnel protective devices and follow safety rules while executing electrical works.
- Identify, select & use appropriate materials, consumables and equipments.
- Perform good house keeping
- Carry out end termination of power and control cables.
- Handle various analog and digital measuring instruments.
- Carry out laying and dressing of power and control cables in cable tray.
- Carry out PVC & MS conduit wiring in construction job sites.

- Carry out power and control wiring of various motor starters.
- Compute simple calculations in AC single phase and three phase circuits.
- Carry out installation of earth electrode and measure earth resistance.
- Understand simple construction electrical drawings used in construction job sites.

#### 6. GENERAL INFORMATION

1. Name of the Trade : Construction Electrician

2. Duration of Apprenticeship Training : 24 Months

Basic Training : 6 Months

Practical Training : 18 Months

**3.** Duration of Basic Training :

a. Block –I : 3 months
b. Block - II : 3 months

**4.** Total duration of Basic Training : 6 Months

**5.** Duration of Practical Training

(On -job Training) : 18 Months

**6.** Entry Qualification : 10<sup>th</sup> Pass

**7.** Selection of Apprentices : The apprentices will be selected asper

Apprenticeship Act amended time to

time.

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

**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 remains as 1 year.

## 7. COURSE STRUCTURE

# Training duration details:-

Time (in months)	1-3	4-12	13-15	16-24
Controlled Condition training	Part A		Part B	
On-job training		Part A		Part B

Components of training							Dur	atio	o u	f tra	Duration of training in Months	gin	<b>S</b>	nth	v							
	2	က	4	2	2 9	2	 დ	- 0	~ ~	<del>-</del> 0	- ω	<del>-</del> 4	5	- 9		<b>←</b> ∞	- o	0 0	7 7	00	2 8	0.4
Controlled Condition Training Part A																						
On Job Training, Part A																						
Controlled Condition Training Part B ( @ site)																	<u> </u>					
On Job Training, Part B																						

### 8. SYLLABUS

## **8.1 BASIC TRAINING**

# (Part A & B)

### **DURATION: 06 MONTHS**

### **GENERAL INFORMATION**

1) Name of the Trade : Construction Electrician

2) Hours of Instruction : 800 Hrs.

3) Batch size : 20

4) Power Norms : NA

5) Space Norms : NA

6) Examination : The internal assessment will be

held on completion of each Block.

7) Instructor Qualification :

a) Degree/Diploma in Engineering or Masters from recognized university/Board with one/two year post qualification experience respectively in the relevant field.

8)Tools, Equipment's & Machinery required: - As per Annexure - I

### 8.1.1 Details of Syllabus of Core Skill

### **COURSE CONTENTS:-**

### **Introduction to Basic Competencies**

- Introduction to Trade and duties of "Construction electrican"
- Occupational health hazards, Personal Protective Equipments(PPE) usage and working at heights
- Introduction, Handling, Storing and Maintenance of Tools, Materials, Consumables and Small Equipments
- Understanding tolerance limits, Measuring in MKS system, field testing of Materials and Consumables

### **Controlled Condition Training (Part A and Part B)**

**Duration: 6 Months (3 Month in each part)** 

### **Controlled Condition Training, Part A: 3 Months**

Underpinning Knowledge(Theory)	Practical Competencies
Electrical safety rules, simple first aid, general safety of tools and equipment, PPEs, Fire extinguishers & Types of fire extinguishers	Handling of PPEs
Introduction to Hand tools and power tools	Usage of hand tools and power tools
End Termination of power cable Types of glands, selection of gland, Types and sizes of lug, Identification of cable and schedule.	End Termination of power cable using Single and Double compression gland (Glanding, Dressing and Crimping lug).
End Termination of control cable Types of glands, selection of gland, Types and Sizes of lug, Identification of cores and ferule and cable schedule.	End Termination of control cable using Double compression gland (Glanding, Feruling, Dressing and Crimping Lug).
Introduction to Measuring instruments Voltmeter, Ammeter, Energy meter, Multi meter, Clamp meter, Insulation tester, continuity tester, phase sequence indicator and earth tester.	Measurement of earth resistance, insulation resistance, voltage, current, resistance and phase sequence using appropriate measuring instruments.
Introduction to Electrical wiring Types of MCB DB, sizes of conduit, wires and accessories. Concept of Main circuit, Sub-circuit, point wiring, Power circuit, Installation of modular switch &sockets	MS and PVC Conduit Surfacewiring Installation of MCB DB, Switch boxes, wiring of main circuit, sub-circuit, Light/Fan point, power circuit and Installation of modular switch and

in metal boxes.	sockets in metal boxes and relevant terminations.
Introduction to basic electrical symbols and construction drawings such as SLD, Electrical Layouts and panel board.	Wiring of Local Push Button station
Introduction to power & control Cables and Cable	Cable laying & Dressing
Tray. Types and their sizes.	Laying and dressing of power and control cables in cable tray using Nylon thread, Nylon ties and metal clamps

# **Controlled Condition Training, Part B: 3 Months**

Introduction to range of switchgears Contactor, relay, HRC Fuse, Fuse switch unit, MCB, MCCB, ACB, CT, PT and capacitor.  Introduction to motor starters power and control schemes of DOL, Star – Delta and Reverse starters  Simple calculations in AC Circuits (single and three phase circuits) energy consumption and conversion.  External Threading on MS Sizes of conduit and selection of Die cutter and procedure for external threading.  Introduction to IE rules and Role of CEIG in Construction sites.  Understanding of earthing Purpose and types of earthing, procedure for installation of Pipe and plate earth electrodes.  Understanding of earth conductors types and sizes of earth conductors. Procedure for laying, brazing and connection of copper and GI conductors and Introduction to Bus duct and Rising Mains		
power and control schemes of DOL, Star – Delta and Reverse starters  Simple calculations in AC Circuits (single and three phase circuits) energy consumption and conversion.  External Threading on MS  Sizes of conduit and selection of Die cutter and procedure for external threading.  Introduction to IE rules and Role of CEIG in Construction sites.  Understanding of earthing Purpose and types of earthing, procedure for installation of Pipe and plate earth electrodes.  Understanding of earth conductors types and sizes of earth conductors. Procedure for laying, brazing and connection of copper and GI conductors and	Contactor, relay, HRC Fuse, Fuse switch unit,	
DOL, Star – Delta and Reverse starters  Simple calculations in AC Circuits (single and three phase circuits) energy consumption and conversion.  External Threading on MS  Sizes of conduit and selection of Die cutter and procedure for external threading.  Introduction to IE rules and Role of CEIG in Construction sites.  Understanding of earthing Purpose and types of earthing, procedure for installation of Pipe and plate earth electrodes.  Understanding of earth conductors types and sizes of earth conductors. Procedure for laying, brazing and connection of copper and GI conductors and  Forward & Reverse starter wiring of power and control schemes  External threading on M.S conduit  External threading on M.S conduit  External threading on feathers in threading on means and fans  Installation of pipe and plate earth electrodes.  Laying, bending and connection of GI earth conductors	Introduction to motor starters	
Simple calculations in AC Circuits (single and three phase circuits) energy consumption and conversion.  External Threading on MS Sizes of conduit and selection of Die cutter and procedure for external threading.  Introduction to IE rules and Role of CEIG in Construction sites.  Understanding of earthing Purpose and types of earthing, procedure for installation of Pipe and plate earth electrodes.  Understanding of earth conductors types and sizes of earth conductors. Procedure for laying, brazing and connection of copper and GI conductors and	power and control schemes of	Automatic Star – Delta starter
Simple calculations in AC Circuits (single and three phase circuits) energy consumption and conversion.  External Threading on MS Sizes of conduit and selection of Die cutter and procedure for external threading.  Introduction to IE rules and Role of CEIG in Construction sites.  Understanding of earthing Purpose and types of earthing, procedure for installation of Pipe and plate earth electrodes.  Understanding of earth conductors types and sizes of earth conductors. Procedure for laying, brazing and connection of copper and GI conductors and	DOL, Star – Delta and Reverse starters	wiring of power and control schemes
three phase circuits) energy consumption and conversion.  External Threading on MS  Conduit  Sizes of conduit and selection of Die cutter and procedure for external threading.  Introduction to IE rules and Role of CEIG in Construction sites.  Understanding of earthing  Purpose and types of earthing, procedure for installation of  Pipe and plate earth electrodes.  Understanding of earth conductors types and sizes of earth conductors. Procedure for laying, brazing and connection of copper and GI conductors and		
conversion.  External Threading on MS	Simple calculations in AC Circuits (single and	Forward & Reverse starter
conversion.  External Threading on MS	three phase circuits) energy consumption and	wiring of power and control schemes
Sizes of conduit and selection of Die cutter and procedure for external threading.  Introduction to IE rules and Role of CEIG in Construction sites.  Understanding of earthing Purpose and types of earthing, procedure for installation of Pipe and plate earth electrodes.  Understanding of earth conductors types and sizes of earth conductors. Procedure for laying, brazing and connection of copper and GI conductors and  External threading on M.S conduit  External threading on M.S conduit  Repairing of simple light fittings and fans  Installation of pipe and plate earth electrodes.  Laying, bending and connection of GI earth conductors		
procedure for external threading.  Introduction to IE rules and Role of CEIG in Construction sites.  Understanding of earthing Purpose and types of earthing, procedure for installation of Pipe and plate earth electrodes.  Understanding of earth conductors types and sizes of earth conductors. Procedure for laying, brazing and connection of copper and GI conductors and  External threading of earth celling and Repairing of simple light fittings and fans  Installation of pipe and plate earth electrodes.  Laying, bending and connection of GI earth conductors	External Threading on MS Conduit	
Introduction to IE rules and Role of CEIG in Construction sites.  Understanding of earthing Purpose and types of earthing, procedure for installation of Pipe and plate earth electrodes.  Understanding of earth conductors types and sizes of earth conductors. Procedure for laying, brazing and connection of copper and GI conductors and	Sizes of conduit and selection of Die cutter and	External threading on M.S conduit
Construction sites.  Understanding of earthing Purpose and types of earthing, procedure for installation of Pipe and plate earth electrodes.  Understanding of earth conductors types and sizes of earth conductors. Procedure for laying, brazing and connection of copper and GI conductors and  Repairing of simple light fittings and fans  Installation of pipe and plate earth electrodes.  Laying, bending and connection of GI earth conductors	procedure for external threading.	
Understanding of earthing Purpose and types of earthing, procedure for installation of Pipe and plate earth electrodes.  Understanding of earth conductors types and sizes of earth conductors. Procedure for laying, brazing and connection of copper and GI conductors and  Laying, bending and connection of GI earth conductors	Introduction to IE rules and Role of CEIG in	Danaining of simula light fittings and four
Purpose and types of earthing, procedure for installation of Pipe and plate earth electrodes.  Understanding of earth conductors types and sizes of earth conductors. Procedure for laying, brazing and connection of copper and GI conductors and  Installation of pipe and plate earth electrodes.  Laying, bending and connection of GI earth conductors	Construction sites.	Repairing of simple light fittings and rans
installation of Pipe and plate earth electrodes.  Understanding of earth conductors types and sizes of earth conductors. Procedure for laying, brazing and connection of copper and GI conductors and  Laying, bending and connection of GI earth conductors	Understanding of earthing	
Pipe and plate earth electrodes.  Understanding of earth conductors types and sizes of earth conductors. Procedure for laying, brazing and connection of copper and GI conductors and  Laying, bending and connection of GI earth conductors	Purpose and types of earthing, procedure for	Installation of pipe and plate earth
Understanding of earth conductors types and sizes of earth conductors. Procedure for laying, brazing and connection of copper and GI conductors and	installation of	electrodes.
sizes of earth conductors. Procedure for laying, brazing and connection of copper and GI conductors and  Laying, bending and connection of GI earth conductors	Pipe and plate earth electrodes.	
sizes of earth conductors. Procedure for laying, brazing and connection of copper and GI conductors and  Laying, bending and connection of GI earth conductors		
sizes of earth conductors. Procedure for laying, brazing and connection of copper and GI conductors and  Laying, bending and connection of GI earth conductors	Understanding of earth conductors to accord	
brazing and connection of copper and GI conductors and		
conductors and conductors	, 5,	Laying, bending and connection of GI earth
		conductors
introduction to bus duct and kising iviains		
	introduction to Bus duct and Rising Mains	

### 8.1.2 EMPLOYABILITY SKILLS

### **GENERAL INFORMATION**

1) Name of the subject : EMPLOYABILITY SKILLS

2) Applicability : ATS- Mandatory for fresher only

3) Hours of Instruction : 110 Hrs.

4) **Examination** : The examination will be held at the end

of two years Training by CSDCI.

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 12<sup>th</sup> /diploma level

OR

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

# 8.1.3 SYLLABUS OF EMPLOYABILITY SKILLS

# Part A

# **Basic Training**

Topic	Tawia	Duration
No.	Topic	(in hours)
	English Literacy	
1	Pronunciation:  Accentuation (mode of pronunciation) on simple words, Diction	
2	(use of word and speech)  Functional Grammar  Transformation of sentences, Voice change, Change of tense, Spellings.	
3	Reading Reading and understanding simple sentences about self, work and environment	20
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	
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	20
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	
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.	
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.	15
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.	
4	Facing Interviews	
	Manners, Etiquettes, Dress code for an interview	
	Do's & Don'ts for an interview	
5	Behavioral Skills	
	Problem Solving	
	Confidence Building	
	Attitude	

Topic No.	Topic	Duration (in hours)
	Entrepreneurship skill	
1	Concept of Entrepreneurship	
	Entrepreneurship - Entrepreneurship - Enterprises:-	
	Conceptual issue	
	Entrepreneurship vs. Management, Entrepreneurial motivation.	
	Performance & Record, Role & Function ofentrepreneurs 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	15
	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	
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	40
	Comparative productivity in developed countries (viz. Germany,	10
	Japan and Australia) in selected industries e.g. Manufacturing,	
	Steel, Mining, Construction etc. Living standards of those	
	countries, wages.	
	Personal Finance Management	
4	Banking processes, Handling ATM, KYC registration, safe cash	
	handling, Personal risk and Insurance.	
	Occupational Safety, Health & Environment Education	
	Safety & Health	
1	Introduction to Occupational Safety and Health importance of	
	safety and health at workplace.	
	Occupational Hazards	
	Basic Hazards, Chemical Hazards, Vibroacoustic Hazards,	
2	Mechanical Hazards, Electrical Hazards, Thermal Hazards.	
	Occupational health, Occupational hygienic, Occupational	15
	Diseases/ Disorders & its prevention.	
	Accident & safety	
3	Basic principles for protective equipment.	
	Accident Prevention techniques - control of accidents and safety measures.	
	First Aid	
4	Care of injured & Sick at the workplaces, First-Aid &	
	Transportation of sick person	
5	Basic Provisions	
	Idea of basic provision legislation of India.	
	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	
1	Welfare Acts	
	Benefits guaranteed under various acts- Factories Act,	
	Apprenticeship Act, Employees State Insurance Act (ESI),	05
	Payment Wages Act, Employees Provident Fund Act, The	05
	Workmen's compensation Act.	
	Quality Tools	
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,	10
	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	

### **8.2BASIC NUMERACY**

### **GENERAL INFORMATION**

6) Name of the subject : BASIC NUMERACY

7) Applicability : ATS- Mandatory for fresher only

8) Hours of Instruction : 50 Hrs.

9) **Examination**: The examination will be held at the end

of two years Training by CSDCI.

10) Instructor Qualification :

iii) MBA/BBA with two years experience or graduate in Science and Mathematics with two years experience and trained in Basic Numeracy from DGET Institute.

And

Must have studied in Mathematics at 12<sup>th</sup> /diploma level

# **8.2.1 SYLLABUS OF BASIC NUMERACY**

# **Basic Training**

Topic No.	Topic	Duration (in hours)		
	English Literacy			
1	Number System/Fractions			
2	Square Root/Cube Root			
3	Average/Percentage	50 Hrs		
4	Area Calculation- Triangles, Quadrilaterals			
5	Concept of geometry- Square, Rectangle, Circle, Triangle			
6	Basic Trigonometry			

### 8.3 PRACTICAL TRAINING (ON-JOB TRAINING)

## (Part A & B)

### **DURATION: 18 MONTHS**

### **Broad Skill Components to be covered during On-Job Training**

### On Job Training, Part A: 9 Months

- 1) End Termination of power cable
- 2) End Termination of control cable
- 3) Introduction to Measuring instruments
- 4) Introduction to Electrical wiring
- 5) Introduction to basic electrical symbols and construction drawings such as SLD, Electrical Layouts and panel board.
- 6) Introduction to power & control Cables and Cable Tray. Types and their sizes.

### On Job Training, Part B: 9 Months

- 7) Introduction to range of switchgears
- 8) Introduction to motor starters
- 9) External Threading on MS Conduit
- 10) Introduction to IE rules and Role of CEIG in Construction sites.
- 11) Understanding of earthing
- 12) Understanding of earth conductors types and sizes of earth conductors
- 13) Introduction to Bus duct and Rising Mains

## 4.Instructors Qualification:

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

OR

ii) ITI in relevant trade with three year experience / 8 years' experience in the relevant field with 10<sup>th</sup> Qualification.

## **5. Infrastructure for On-Job Training**: Ongoing Project sites

### 9. ASSESSMENT STANDARD

#### **Assessment Guideline**

Successful achievement of the partical assesment is the professional judgement of the instructor/assessor. Failure to demonstrate the appropriate practical skills and practices to the satisfatction of the Assessor will result in a failure of the course. The following area will be consoidered.

Selection of materials, Understanding of drawing, Quality of work (Functional aspects, Dimensional features, Surface finish), Personal safety, time taken to complete the job. If the delegate fail a couse the Training Provider must make a recommendation outline a time period required for the delegate to gain sufficient industry experinece prior to repete the course.

### A sample assessment sheet is below

NAME	<b>3</b>						BATCH NO:	
EXER	CISE: F3 END TERMINATION	OF POWER	CABLE USIN	G DOUBLE C	OMPRESSIO	N GLAND	ROLL NO:	
	STANDARDS	Type of Check	PERFORMANCE					
SL No.			Practice 1 Cable size:	Practice 2 Cable size:	Practice 3 Cable size:	Water Control of the	Practice 5 Cable size:	A TYA A COMPANY OF THE PARTY OF
1	Selection of Cable Gland							
2	Tightness of the Gland							
3	Bending Radius of Core							
4	Condition of Core Insulation							
5	Tightness of th Check Nut	-						
6	Crimping Of Lug							
7	Tightness of Terminals	(i)						
8	Tidiness							
	Duration	o.						
	Commencement Time	22						
	Completion Time							
	Time Taken							
	RESULT	0						
	Date	<i>V</i> .						
	Assessor's Signature							

### 10. FURTHER LEARNING PATHWAYS

 On successful completion of the course trainees can opt for any charge hand/ foreman / supervisory course under CSDCI.

### **Employment opportunities:**

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

1. Construction Sector – Structural activities.

## **ANNEXURE - I**

### **TOOLS & EQUIPMENT FOR BASIC TRAINING**

### INFRASTRUCTURE FOR PROFESSIONAL SKILL & PROFESSIONALKNOWLEDGE

TRADE: Storage and Inventory Executive (warehouse/Manufacturing plant)

### **LIST OF TOOLS & EQUIPMENTS FOR 20 APPRENTICES**

### A: TRAINEES TOOL KIT:-

SL. NO	DESCRIPTION	UoM	QUEANTITY REQUIRED
1	COMBINATION PLIER, Make: Taparia	Nos	26
2	NOSE PLIER, , Make: Taparia	Nos	26
3	SCREW DRIVER Make: Taparia	Nos	20
4	HACKSAW FRAME Make: Emson	Nos	25
5	J.HACKSAW FRAME , Make: J.K	Nos	25
6	POCKER Size: 150mm, Make:Taparia	Nos	27
7	BALL PEEN HAMMER Size: 2LB, Make: Taparia	Nos	27
8	CENTER PUNCH Size: 100 mm, Make: Taparia	Nos	23
9	SCRIBER Size: 200 mm, Make: Taparia	Nos	25
10	MALLET	Nos	25

11	WIRE STIPPER Make: Taparia	Nos	29
12	H. SCREW DRIVER Make: Taparia	Nos	29
13	STREEL RULE Size: 300mm, Make: Kristeel	Nos	28
14	CONNECTOR(922) Size: 150 mm, Make: Taparia	Nos	6
15	SPIRIT LEVEL Make: Freemens	Nos	39
16	TRY SQUARE Size: 150 mm, Make: Taparia	Nos	27
17	S. SCREW DRIVER Size: 300 mm, Make: Taparia	Nos	33
18	PLUM BOB	Nos	40
19	SIDE CUTTER Size: 200mm, Make: Taparia	Nos	25
20	COLD CHISEL	Nos	35
21	FILE(HALF ROUND) Size: 300mm, Make: JK	Nos	28
22	FILE (TRIANGLE) Size: 150mm, Make: JK	Nos	25
23	FILE(HALF ROUND) Size: 300mm, Make: JK	Nos	26
24	FILE (FLATE) Size: 300mm, Make: JK	Nos	25
25	MONKY PLIER(250 MM) Size: 250 mm, Make: Taparia	Nos	19
26	MONKY PLIER(300 MM) Make: Taparia	Nos	32

27	TOOL BOX(M.S)	Nos	10

**Note:** In case of basic training setup by the industry the tools, equipment and machinery available in the industry may also be used for imparting basic training.

## **INFRASTRUCTURE FOR ON-JOB TRAINING**

Actual training will be conducted at ongoing construction project sites

### **ANNEXURE-II**

### **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.