







ELECTRICAL MACHINE WINDING TECHNICIAN



ASSESSMENT PACKAGE

National Vocational Certificate Level

Version 1 - September, 2018





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Document Version September, 2018 **Islamabad, Pakistan**

ELECTRICAL MACHINE WINDING TECHNICIAN



ASSESSMENT PACKAGE National Vocational Certificate Level 1

Version 1 - September, 2018

This formative assessment relates to the training programme: Electrical Machine Winding Technician	CS Code:	Level: 1	Version:
Module Title: Comply with Work Health and Safety Policies	Assessment D	Pate (DD/MM/YY):

Candidate	Name:
Details	Name
	Registration/Roll Number:
	To meet the required standard of assessment, you have to complete the following assessment tasks within the given time frame (for practical demonstration & assessment):
	Assessment Task 1: Work safely at work place
Guidance for	Assessment Task2: Communicate work health and safety (WHS) assess at work place
Candidate	Assessment Task3: Minimize risks to personal safety at work place.
	Assessment Task4: Minimize risks to public safety
	And complete:
	 Knowledge assessment test (Written or Oral) Portfolios at the time of assessment (if any)
	During a practical assessment, under observation by an assessor, you will
	complete:
	Assessment Task 1
	Performance Criteria 1: Performance Criteria 2:
	Performance Criteria 3:
	Performance Criteria 4:
	Performance Criteria 5:
	Performance Criteria 6:
	Assessment Task 2
	Performance Criteria 1:
Minimum	Performance Criteria 2:
Evidence	Performance Criteria 3: Performance Criteria 4:
Required	Performance Criteria 5:
	Assessment Task 3
	Performance Criteria 1:
	Performance Criteria 2:
	Performance Criteria 3: Performance Criteria 4:
	Performance Criteria 5:
	Assessment Task 4
	Performance Criteria 1:
	Performance Criteria 2:
	Performance Criteria 3: Performance Criteria 4:
	Performance Criteria 5:

olios required at the time of assessment (if any) like trainees assignment of job etc:
Performance criteria 1 for the evaluation of portfolio
Performance criteria 2 for the evaluation of portfolio
Performance criteria 3 for the evaluation of portfolio

Continued on following page

Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

(Formative Assessment)

Candid Details		Name:								
Assess Outcom		COMPETENT Not yet competent Name of the Assessor: Signature of the Assessor:								
		Assessm	ent Su	mmar	v (to be	filled b	ov the a	188888	sor)	
	Activ			mmai	Method		y tile t			sult
Nature of Activity			Written	Oral	Observation	Portfolio	Role Play		Competent	Not Yet Competent
Practica	al Skill Der	nonstration			✓		<u>−</u>			
Knowle	edge Asses	sment	✓	✓						
Other F	Requireme	nt				✓				
Each A	Assessmen	t Task (with perfo	ormanc	e crite	ria)			•		
Assessment Task 1 : Work safely at work Description of a place					assess	ment ta	ask 1			
During the practical assessment, candidate demonstrated the following:					Yes	No	Remarks			
1 Performance criteria1:										
Performance criteria2:										
3 Performance criteria3:										
4	4 Performance criteria4:									
5	Performa	ince criteria5								_
6	Performa	ince criteria6:								

Not Yet Competent \square

Competent □

	ement Task 2 Communicate work a and safety (WHS) assess at place	Description of assessment task 2				
During followir	the practical assessment, candidate deng:	monstrated the	Yes	No	Remarks	
1	Performance criteria 1:					
2	Performance criteria2:					
3	Performance criteria3:				_	
4	Performance criteria4:				_	
5	Performance criteria5:					
Compe	etent 🗆	Not Yet Compe	tent 🗆			
	sment Task 3: Minimize risks to nal safety at work place.	Description of	assess	ment ta	ask 3	
During following	the practical assessment, candidate de ng:	monstrated the	Yes	No	Remarks	
1	Performance criteria 1:					
2	Performance criteria 2:					
3	Performance criteria 3:					
4	Performance criteria 4:					
5	Performance criteria 5:					
Compe	etent	Not Yet Competent □				
Assess	sment Task 4:. Minimize risks to	Description of	assess	ment ta	ask 3	
public	safety					
During following	the practical assessment, candidate deng:	monstrated the	Yes	No	Remarks	
1	Performance criteria 1:					
2	Performance criteria 2:					
3	Performance criteria 3:					
4	Performance criteria 4:					
5	Performance criteria 5:					
Compe	etent	Not Yet Compe	etent \square			

Portfolio(if any) Description of portfolio										
Current	: 	Sufficient□	Authentic		Valid			Reliable	е П	
Portfolio	o meet the	following perform	nance standa	ards:		Yes	No	Rema	ırks	
1	Performa	nce criteria 1								
2	Performa	nce criteria 2								
3	Performa	nce criteria 3								
4										
Compe	tent 🗆			Not	Yet Compe	etent C]			
		(Fo		OF (s Judgm QUALIF ssment)					
	Qualifica al Machine	tion: Winding Technic	cian		CS Code:		Level: 1		Version:	
Competency Standard Title: Comply Work Health and Safety Policies Assessment Date (DD/MM/YY):										
Guidand for Candida	the	complete your a questions on th					/lodule,	, you ne	ed to answer	
Assesso assessm		(to be completed	by the Asse	ssor	and signed	both b	by the a	ssessor	and the candid	ate aft
Candida Details	ate	Name:				_				
COMPETENT□ Written					NOT YET COMPETENT□					
Assessment Outcome Name of the Assessor: Signature of the				Assessor's code:						
WRITTE	N ASSES	 								

Comply Work Health and Safety	y Policies	
Question	Candidate's answer	
1.		
2.		
3.		
4.		
5.		
6.		
7.		

Assessment Date (DD/MM/YY):

Competency Standard Title:

This formative assessment relates to the training programme:	CS Code:	Level: 1	Version:
Electrical Machine Winding Technician			
Module Title: Obey the Workplace Policies and procedures	Assessment D	Oate (DD/MM/YY):

Candidate Details	Name:
	Registration/Roll Number:
	To meet the required standard of assessment, you have to complete the following assessment tasks within the given time frame (for practical demonstration & assessment): Assessment Task 1. Obey the workplace personal appearance and hygiene
	Assessment Task 2. Follow work ethics
Guidance for	Assessment Task 3. Demonstrate the Work place behaviors
Candidate	Assessment Task 4. Communicate workplace policy & procedures
	Assessment Task 5. Review the implementation of workplace policy & procedures And complete: 3. Knowledge assessment test (Written or Oral) 4. Portfolios at the time of assessment (if any)
	During a practical assessment, under observation by an assessor, you will complete: Assessment Task 1 Performance Criteria 1: Performance Criteria 2: Performance Criteria 3: Performance Criteria 4: Performance Criteria 5: Performance Criteria 6:
Minimum Evidence Required	Assessment Task 2 Performance Criteria 1: Performance Criteria 2: Performance Criteria 3: Performance Criteria 4: Performance Criteria 5: Assessment Task 3 Performance Criteria 1: Performance Criteria 2: Performance Criteria 3: Performance Criteria 4: Performance Criteria 5:

Portfolios required at the time of assessment (if any) like trainees assignment, Project job etc:
Performance criteria 1 for the evaluation of portfolio
Performance criteria 2 for the evaluation of portfolio
Performance criteria 3 for the evaluation of portfolio

Continued on following page

Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Candidate Signature:	
Assessment Outcome	COMPETENT Name of the Assessor: Signature of the Assessor:	NOT YET COMPETENT

Assessment Summary (to be filled by the assessor)							
Activity Method Result							
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration			✓		✓		
Knowledge Assessment	✓	✓					
Other Requirement				✓			

Each A	Each Assessment Task (with performance criteria)				
Assessment Task 1 : Obey the workplace personal appearance and hygiene			assess	ment ta	sk 1
During followir	the practical assessment, candidate de	monstrated the	Yes	No	Remarks
1	Performance criteria1:				
2	Performance criteria2:				
3	Performance criteria3:				
4	Performance criteria4:				
5	Performance criteria5				
6	Performance criteria6:				
Compe	etent 🗆	Not Yet Compe	etent 🗆		
Assessment Task 2: Follow work ethics		Description of	Description of assessment task 2		
During the practical assessment, candidate demon- following:		monstrated the	Yes	No	Remarks
1	Performance criteria 1:				
2	Performance criteria2:				
3	Performance criteria3:				
4	Performance criteria4:				
5	Performance criteria5:				
Compe	etent	Not Yet Compe	etent		
	ement Task 3: Demonstrate the Work Dehaviors	Description of	assess	ment ta	sk 3
During followir	the practical assessment, candidate deng:	monstrated the	Yes	No	Remarks
1	Performance criteria 1:				
2	Performance criteria 2:				
3	Performance criteria 3:				
4	Performance criteria 4:				
5	Performance criteria 5:				
Compe	etent 🗆	Not Yet Compe	etent 🗖		

	ment Task 4: Communicate lace policy & procedures				
During the practical assessment, candidate demo		monstrated the	Yes	No	Remarks
1	Performance criteria 1:				
2	Performance criteria 2:				
3	Performance criteria 3:				
4	Performance criteria 4:				
5	Performance criteria 5:				
Compe	etent	Not Yet Compe	etent 🗆		
Assessment Task 5: Review the implementation of workplace policy & procedures		Description of	assessi	ment ta	sk 3
During the practical assessment, candidate demonstrated the following:		monstrated the	Yes	No	Remarks
1	Performance criteria 1:				
2	Performance criteria 2:				
3	Performance criteria 3:				
4	Performance criteria 4:				
5	Performance criteria 5:				
Compe	etent 🗆	Not Yet Competent □			
Portfoli	o(if any)	Description of portfolio			
Curren	t□ Sufficient□ Authenti	c□ Valid			Reliable
Portfoli	o meet the following performance stand	ards:	Yes	No	Remarks
1	Performance criteria 1				
2	Performance criteria 2				
3	Performance criteria 3				
4					
Compe	tent 🗆	Not Yet Compe	etent \square]	

Assessors Judgment Guide TITLE OF QUALIFICATION

Title of Qualification: Electrical Machine Winding Technician			CS Code	: Leve	l: 1	Version:		
Competency Standard Title: Obey the Workplace Policies and Procedures			Assessment Date (DD/MM/YY):					
Guidance for Candidate To complete your assessment for this Cuthe questions on the following pages such					ıle, you ne	eed to answer		
Assessors Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)								
Candidate Details Name:								
Written Assessment Outcome COMPETENT Name of the Assessor: Signature of the Assessor:								
Title of Qualification: Electrical Machine Winding Technician				CS Code:	Level:	Version:		
Competency Standard Title: Obey the Workplace Policies and Procedures				Assessme	nt Date ([DD/MM/YY):		

Question	Candidate's answer
8.	
0	
9.	
10.	
11.	
12.	
13.	
14.	
• • •	
	<u> </u>

This formative assessment relates to the training programme:	CS Code:	Level: 1	Version:
Electrical Machine Winding Technician			
Module Title: Follow Basic Communication skills (General)	Assessment D	Pate (DD/MM/YY):

Candidate Details	Name:					
	Registration/Roll Number:					
	To meet the required standard of assessment, you have to complete the following assessment tasks within the given time frame (for practical demonstration & assessment):					
Guidance for Candidate	Assessment Task 1. Adopt Effective listening to Skills Assessment Task 2. Develop Non verbal communication with peers Assessment Task 3. Prepare for Interview to get a job Assessment Task 4. Use communication platform at workplace Assessment Task 5. Identify communication barriers to improve interpersonal skills					
	And complete:					
	5. Knowledge assessment test (Written or Oral)6. Portfolios at the time of assessment (if any)					
	During a practical assessment, under observation by an assessor, you will complete:					
	Assessment Task 1					
	Performance Criteria 1:					
	Performance Criteria 2: Performance Criteria 3:					
	Performance Criteria 4:					
	Performance Criteria 5:					
	Performance Criteria 6:					
Minimum Evidence	Assessment Task 2					
Required	Performance Criteria 1:					
	Performance Criteria 2: Performance Criteria 3:					
	Performance Criteria 4:					
	Performance Criteria 5:					
	Assessment Task 3					
	Performance Criteria 1:					
	Performance Criteria 2: Performance Criteria 3:					
	Performance Criteria 4:					
	Performance Criteria 5:					

Portfolios required at the time of assessment (if any) like trainees assignment, Project job etc:
Performance criteria 1 for the evaluation of portfolio
Performance criteria 2 for the evaluation of portfolio
Performance criteria 3 for the evaluation of portfolio

Continued on following page

Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Candidate Signature:	
Assessment Outcome	COMPETENT Name of the Assessor: Signature of the Assessor:	NOT YET COMPETENT

Assessment Summary (to be filled by the assessor)								
Activity		Method				Result		
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent	
Practical Skill Demonstration			✓		✓			
Knowledge Assessment	✓	✓						
Other Requirement				✓				

Each A	ssessment Task (with performance crite	eria)				
	ment Task 1 : Adopt Effective ng to Skills	Description of assessment task 1				
During followin	the practical assessment, candidate de	monstrated the	Yes	No	Remarks	
1	Performance criteria1:					
2	Performance criteria2:					
3	Performance criteria3:					
4	Performance criteria4:					
5	Performance criteria5					
6	Performance criteria6:					
Compe	etent	Not Yet Compe	Not Yet Competent □			
Each A	ssessment Task (with performance crite	eria)				
Assessment Task 2 : Develop Non verbal Communication with peers			Description of assessment task 1			
During followin	the practical assessment, candidate deng:	monstrated the	Yes	No	Remarks	
1	Performance criteria1:					
2	Performance criteria2:					
3	Performance criteria3:					
4	Performance criteria4:					
5	Performance criteria5					
6	Performance criteria6:					
Competent ☐ Not Yet Compe		tent \square				

Each Assessment Task (with performance criteria)						
Assess to get	ment Task 3 : Prepare for Interview a job	Description of	Description of assessment task 1			
During followin	the practical assessment, candidate de	monstrated the	Yes	No	Remarks	
1	Performance criteria1:					
2	Performance criteria2:					
3	Performance criteria3:					
4	Performance criteria4:					
5	Performance criteria5					
6	Performance criteria6:					
Compe	etent	Not Yet Compe	etent			
Each Assessment Task (with performance criteria)						
Assessment Task 4 : Use communication platform at workplace		Description of assessment task 1				
During followin	the practical assessment, candidate de	monstrated the	Yes	No	Remarks	
1	Performance criteria1:					
2	Performance criteria2:					
3	Performance criteria3:					
4	Performance criteria4:					
5	Performance criteria5					
6	Performance criteria6:					
Compe	etent 🗆	Not Yet Compe	etent \square			

Each A	ssessment Task (with performance crit	eria)				
comm	sment Task 5 : Identify unication barriers to improve ersonal skills	Description of assessment task 1				
During followin	the practical assessment, candidate de	monstrated the	Yes	No	Remarks	
1	Performance criteria1:					
2	Performance criteria2:				-	
3	Performance criteria3:				-	
4	Performance criteria4:					
5	Performance criteria5					
6	Performance criteria6:					
Compe	etent	Not Yet Compe	petent			
- · · · ·		I				
Portfoli	o(if any)	Description of	Description of portfolio			
Curren	t□ Sufficient□ Authenti	c□ Valid	alid□ Reliable □			
Portfolio meet the following performance standards:			Yes	No	Remarks	
1	Performance criteria 1					
2	Performance criteria 2					
3	Performance criteria 3					
4						
Competent ☐ Not Yet Compe			etent \square]		

Assessors Judgment Guide TITLE OF QUALIFICATION

Title of Qual		tion: Winding Technician	CS Code	: Leve	l: 1	Version:
Licenical Ma	0111110	Villaling recinician				
Competency Standard Title: Follow Basic Communication Skills (General)			Assessn	nent Date (D	DD/MM/YY)):
Guidance for Candidate To complete your assessment for this Curriculum Module, you need to the questions on the following pages successfully.						eed to answer
Assessors Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)						
Candidate Details		Name:				
Written Assessment Outcome COMPETENT Name of the Assessor: Signature of the Assessor:					s code:	
Title of Qualification: Electrical Machine Winding Technician				CS Code:	Level:	Version:
Competency Standard Title: Follow Basic Communication Skills (General)				Assessme	nt Date ([DD/MM/YY):

Question	Candidate's answer
15.	
16.	
17.	
18.	
19.	
19.	
20.	
21.	

This formative assessment relates to the training programme:	CS Code:	Level: 1	Version:
Electrical Machine Winding Technician			
Module Title: Operate Computer Functions (General)	Assessment D	Pate (DD/MM/YY):

Candidate Details	Name:						
	Registration/Roll Number:						
	To meet the required standard of assessment, you have to complete the following assessment tasks within the given time frame (for practical demonstration & assessment):						
	Assessment Task 1.	Set up the computer for use					
Guidance	Assessment Task 2.	Organize files in folder					
for Candidate	Assessment Task 3.	Shut down computer system					
	And complete:						
	7. Knowledge assessmen8. Portfolios at the time of						
Minimum	During a practical assessmer complete: Assessment Task 1 Performance Criteria 1: Performance Criteria 2: Performance Criteria 3: Performance Criteria 4: Performance Criteria 5: Performance Criteria 6:	nt, under observation by an assessor, you will					
Minimum Evidence	Assessment Task 2						
Required	Performance Criteria 1: Performance Criteria 2: Performance Criteria 3: Performance Criteria 4: Performance Criteria 5:						
	Assessment Task 3						
	Performance Criteria 1: Performance Criteria 2: Performance Criteria 3: Performance Criteria 4: Performance Criteria 5:						

Portfolios required at the time of assessment (if any) like trainees assignment, Project job etc:
Performance criteria 1 for the evaluation of portfolio
Performance criteria 2 for the evaluation of portfolio
Performance criteria 3 for the evaluation of portfolio

Continued on following page

Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Candidate Signature:	
Assessment Outcome	COMPETENT Name of the Assessor: Signature of the Assessor:	NOT YET COMPETENT

Assessment Summary (to be filled by the assessor)								
Activity			Method	t		Result		
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent	
Practical Skill Demonstration			✓		✓			
Knowledge Assessment	✓	✓						
Other Requirement				✓				

Each Assessment Task (with performance criteria)					
Assess for us	ment Task 1 : Set up the computer e	Description of assessment task 1			
During followir	the practical assessment, candidate dering:	monstrated the	Yes	No	Remarks
1	Performance criteria1:				
2	Performance criteria2:				
3	Performance criteria3:				
4	Performance criteria4:				
5	Performance criteria5				
6	Performance criteria6:				
Compe	etent	Not Yet Compe	tent 🗆		

Each Assessment Task (with performance criteria)					
Assess folder	sment Task 2 : Organize files in	Description of a	assess	ment ta	sk 1
During the practical assessment, candidate demonstrated the following:			Yes	No	Remarks
1	Performance criteria1:				
2	Performance criteria2:				
3	Performance criteria3:				
4	Performance criteria4:				
5	Performance criteria5				
6	Performance criteria6:				
Competent ☐ Not Yet Compe		Not Yet Compe	tent 🛘		

Each A	ssessment Task (with performance crit	eria)				
	sment Task 3 : Shut down uter system	Description of assessment task 1				
During the practical assessment, candidate demonstrated the following:				No	Remarks	
1	Performance criteria1:					
2	Performance criteria2:					
3	Performance criteria3:					
4	Performance criteria4:					
5	Performance criteria5					
6	Performance criteria6:					
Compe	etent	Not Yet Compe	etent 🗆			
Portfoli	o(if any)	Description of	portfolio	0		
Curren	Current□ Sufficient□ Authentic□ Va				Reliable	
Portfolio meet the following performance standards:			Yes	No	Remarks	
1	Performance criteria 1					
2	Performance criteria 2					
3	Performance criteria 3					
4						
Competent ☐ Not Yet Compe]		

Assessors Judgment Guide TITLE OF QUALIFICATION

Title of Qual Electrical Ma		tion: e Winding Technician	CS Code	: Le	/el: 1	Version:
Competency Standard Title: Operate Computer Functions(General)			Assessn	nent Date	(DD/MM/Y	Y):
Guidance for Candidate	To the	complete your assessment for questions on the following pa	this Curric	culum Mod ssfully.	dule, you r	need to answer
Assessors Gocandidate afte		(to be completed by the Assesso assessment)	r and signe	d both by t	he assesso	or and the
Candidate Details		Name:				
Written Assessment Outcome COMPETENT Name of the Assessor: Signature of the Assessor:				Assesso		
Title of Qualification: Electrical Machine Winding Technician				CS Code	: Level:	Version:
Competency Standard Title: Operate Computer Functions(General)				Assessn	nent Date ((DD/MM/YY):

Question	Candidate's answer
22.	
23.	
04	
24.	
25.	
26.	
27.	
28.	

ent Date (DD/MM/YY	():
	ent Date (DD/MM/Y)

Candidate Details	Name:
	Registration/Roll Number:
	To meet the required standard of assessment, you have to complete the following assessment tasks within the given time frame4hrs (for practical demonstration & assessment):
	 Assessment Task 1:Prepare for work to perform safe transportation of fault machine Assessment Task 2:Install/Adjust Tri Pod and chain Block to lift the
Guidance for Candidate	 Assessment Task 3:Lift the Machine through Tri Pod and chain block Assessment Task 4: Load Machine on the Loader Assessment Task 5: Load machine on Fork Lifter Assessment Task 6: Ensure safe shifting of Machine to Workshop Assessment Task 7: Ensure safe unloading of Machine at Workshop Assessment Task 8:Maintain Inventory Record
	And complete: 9. Knowledge assessment test (Written or Oral) 10. Portfolios at the time of assessment (if any)
	During a practical assessment, under observation by an assessor, you will complete:
	Assessment Task 1
Minimum	Performance Criteria 1: Identify the required PPE's Performance Criteria 2: Collect the required PPE's Performance Criteria 3: Identify the required tools and equipment Performance Criteria 4: Collect the required tools and equipment Performance Criteria 5: Ensure functional condition of PPE's/Tools and equipment Performance Criteria 6:Ensure safe working conditions
Evidence Required	Clear Passage Cleanliness
Noquilla	Adequate light
	Ventilation
	Assessment Task 2
	Performance Criteria 1: Wear the required PPE's Performance Criteria 2:Pick the required tools and equipment Performance Criteria 3: Prepare place for installation of tripod and chain block Performance Criteria 4:Install tripod and chain block Performance Criteria 5:Adjust tripod and chain block

Assessment Task 3

Performance Criteria 1: Wear the required PPE's

Performance Criteria 2: Pick the required tools and equipment Performance Criteria 3: Identify eye bolt/hook of the machine

Performance Criteria 4: Fasten chain using U bolt shackle with eye bolt/hook of machine

Performance Criteria 5: Lift the machine up to safe and required height

Assessment Task 4

Performance Criteria 1: Wear the required PPE's

Performance Criteria 2: Pick the required tools and equipment

Performance Criteria 3: Ensure right positioning of loader for loading the machine

Performance Criteria 4: Perform loading of machine on the loader

Performance Criteria 5: Un-bolt the U bolt shackle of chain from eye bolt/hook of machine

Performance Criteria 6: Fasten the machine at loader

Assessment Task 5

Performance Criteria 1: Wear the required PPE's

Performance Criteria 2: Pick the required tools and equipment

Performance Criteria 3: Ensure right positioning of fork lifter to load the machine

Performance Criteria 4: Ensure safe loading of machine on the fork lifter

Assessment Task 6

Performance Criteria 1: Wear the required PPE's

Performance Criteria 2: Pick the required tools and equipment

Performance Criteria 3: Fasten properly machine at loader / fork lifter to avoid

slipping during transportation

Performance Criteria 4:Perform safe shifting of Machine to Workshop

Assessment Task 7

Performance Criteria1: Wear the required PPE's

Performance Criteria2: Pick the required tools and equipment

Performance Criteria3: Prepare site for safe unloading/placing of machine

Performance Criteria4: Un load the machine from fork lifter

Performance Criteria5: Prepare place for installation of tripod and chain block

Performance Criteria6: Install tripod and chain block Performance Criteria7: Adjust tripod and chain block

Performance Criteria8: Ensure right positioning of loader for unloading the machine Performance Criteria9: Bolt the U bolt shackle of chain with eye bolt/hook of machine

Performance Criteria10: Un-fasten the machine at loader

Performance Criteria11: Perform unloading of machine from the loader

Performance Criteria12: Un-bolt the U bolt shackle of chain from eye bolt of machine

Assessment Task 8

Performance Criteria 1:Record receiving of machine

Performance Criteria 2: Allot inventory number to machine

Performance Criteria 3: Tag machine according to inventory number

Portfolios required at the time of assessment (if any) like trainees assignment, Project job etc:

Performance criteria 1 for the evaluation of portfolio

Performance criteria 2 for the evaluation of portfolio

Performance criteria 3 for the evaluation of portfolio

Continued on following page

Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name: Candidate Signature:	· ·
Assessment Outcome	COMPETENT Name of the Assessor: Signature of the Assessor:	

Assessment Summary (to be filled by the assessor)								
Activity			Method	t	Result			
Nature of Activity	Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent	
Practical Skill Demonstration			✓		✓			
Knowledge Assessment	✓	✓						
Other Requirement				✓				

Each A	ssessment Task (with performance crite					
	sment Task 1 :Prepare for work to n safe transportation of fault machine	assess	ment ta	ask 1		
During followin	the practical assessment, candidate de	Yes	No	Remarks		
1	Performance criteria1: Identify the req					
2	Performance criteria2: Collect the requ	uired PPE's				
3	Performance criteria3: Identify the requipment					
4	Performance criteria4: Collect the requequipment					
5	Performance criteria5: Ensure function PPE's/Tools and equipment					
	Performance criteria6:Ensure safe wo conditions					
6	Clear PassageCleanliness					
	Adequate light					
	Ventilation					
Competent ☐ Not Yet Com						
Assessment Task 2: Install/Adjust Tri Pod and chain Block to lift the Machine			Description of assessment task 2			
During the practical assessment, candidate demonstrated the following:			Yes	No	Remarks	
1	Performance criteria 1: Wear the requi	red PPE's				
2	Performance criteria2:Pick the required tools and equipment					
3	Performance criteria3: Prepare place for installation of tripod and chain block					
4	Performance criteria4:Install tripod and	d chain block				
5	Performance criteria5:Adjust tripod an	d chain block				
Competent ☐ Not Yet Compe			etent 🗆			

	sment Task 3: Lift the Machine through I and chain block	assessi	ment ta	sk 3		
During followir	the practical assessment, candidate de	monstrated the	Yes	No	Remarks	
1	Performance criteria 1: Wear the requ					
2	Performance criteria 2: Pick the requir equipment	ed tools and				
3	Performance criteria 3: Identify eye bo machine					
4	Performance criteria 4: Fasten chain ushackle with eye bolt/hook of machine					
5	Performance criteria 5: Lift the machin and required height					
Compe	etent	Not Yet Compe	tent 🗆			
Assess Loader	ment Task 4: Load Machine on the	Description of assessment task 4				
During followin	the practical assessment, candidate de	monstrated the	Yes	No	Remarks	
1	Performance criteria 1: Wear the requi	ired PPE's				
2	Performance criteria 2: Pick the requir equipment					
3	Performance criteria 3: Ensure right policy loader for loading the machine	ositioning of				
4	Performance criteria 4: Perform loadin on the loader					
5	Performance criteria 5: Un-bolt the U chain from eye bolt/hook of machine	bolt shackle of				
6	Performance criteria 6: Fasten the ma	chine at loader				
Compe	etent \square	Not Yet Competent □				
Assess Lifter	ment Task 5: Load machine on Fork	Description of assessment task 5				
During followin	the practical assessment, candidate de	monstrated the	Yes	No	Remarks	
1	Performance criteria 1: Wear the requi	ired PPE's				
2	Performance criteria 2: Pick the requir equipment	ed tools and				
3	Performance criteria 3: Ensure right po fork lifter to load the machine	ositioning of				
4	Performance criteria 4: Ensure safe lo machine on the fork lifter	ading of				
Compe	etent	Competent ☐ Not Yet Compe				

During the practical assessment, candidate demonstrated the following: 1 Performance criteria1: Wear the required PPE's 2 Performance criteria2: Pick the required tools and equipment Performance criteria3: Fasten properly machine at loader / fork lifter to avoid slipping during	
Performance criteria2: Pick the required tools and equipment Performance criteria3: Fasten properly machine at	
equipment Performance criteria3: Fasten properly machine at	
3 loader / fork lifter to avoid slipping during transportation	
Performance criteria4:Perform safe shifting of Machine to Workshop	
Competent □ Not Yet Competent □	

	sment Task 7: Ensure safe unloading hine at Workshop	Description of assessment task 7			
During the practical assessment, candidate demonstrated the following:				No	Remarks
1	Performance criteria 1: Wear the requi	red PPE's			
2	Performance criteria 2: Pick the require equipment				
3	Performance criteria 3: Prepare site fo unloading/placing of machine				
4	Performance criteria 4: Un load the ma fork lifter				
5	Performance criteria 5: Prepare place of tripod and chain block				
6	Performance criteria 6: Install tripod ar				
7	Performance criteria 7: Adjust tripod and chain block				
8	Performance criteria 8:Ensure right positioning of loader for unloading the machine				
9	Performance criteria 9: Boltthe U bolt shackle of chain with eye bolt/hook of machine				
10	Performance criteria 10: Un-fasten the machine at loader				
11	Performance criteria 11: Perform unloading of machine from the loader				
12	Performance criteria 12: Un-bolt the U bolt shackle of chain from eye bolt of machine				
Compe	etent	Not Yet Compe	tent 🗆		

Asses: Record	sment Task 8: Maintain Inventory	Description of assessment task 8			
During the practical assessment, candidate demonstrated the following:			Yes	No	Remarks
1	Performance criteria1:Record receiving of machine				
2	Performance criteria2: Allot inventory number to machine				
3	Performance criteria3: Tag machine according to inventory number				
Competent □ N		Not Yet Competent □			

Portfolio(if any)				Description of portfolio				
Curren	rrent□ Sufficient□ Authentic			□ □	Valid			Reliable
Portfolio meet the following performance standards:					Yes	No	Remarks	
1	Performance criteria 1							
2	Performance criteria 2							
3	Performance criteria 3							
4								
Competent □			Not Yet (Compe	etent \square	i		

Assessors Judgment Guide TITLE OF QUALIFICATION

This formati training prog		ssessment relates to the me:	CS Code	: Leve	d: 1	Version:		
Electrical Ma	chine	Winding Technician						
Module Title):		Assessn	nent Date (E	DD/MM/Y	Y):		
Perform Safe	Trar	nsportation of Faulty Machine						
Guidance for Candidate To complete your assessment for this Curriculum Module, you need to answer the questions on the following pages successfully.								
Assessors Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)								
Candidate Name:			Registration/Roll Number:					
Details Candidate Signature:								
	COMPETENT	NOT YET COMPETENT□						
Written Assessment		Name of the Assessor:		Assessor'	s code:			
Outcome Signature of the Assessor:								
Title of Qualification: Electrical Machine Winding Technician				CS Code:	Level:	Version:		
	Competency Standard Title:			Assessme	ent Date (DD/MM/YY):		
Perform Safe Transportation of Faulty Machine								

Question	Candidate's answer						
29. Why tri pod and chain block is used?	Tri pod and chain block is used to: 1- Lift the heavy machines for loading / unloading in loader 2- Lift the heavy part of machine to separate from other parts for repair.						
30. Why machines are fastened at loader during shifting?	Machines are fasted at loader to prevent them from slipping during shifting to ensure safe shifting.						
31. What types of fastener are used to fasten machine at loader?	Following fasteners are used to fasten the machines at loader; 1- Wooden wedges 2- Old used tier's 3- Wire rope 4- Jute rope						
32. What is Fork lifter?	Fork lifter is a machine having petrol of diesel engine, driven by a driver which is used to lift the heavy machinery for shifting them from one place to another up to a short distance, especially with in the premises of a factory / industry						
33. What type of bolt is used to fasten the machine with chain block for lifting?	U shackle type bolt is used to fasten the machine with chain block for lifting.						
34. Whatis meant by preparation of place for installation of tri pod?	Preparation of place for installation of tri pod means that: 1- Tri pod require open area for its installation, hence clearing of relevant area from other items laying in workshop / site. 2- Tri pod legs can slip during lifting heavy machine, therefore making semi holes or fastening bolt at the outer edge of the tri pod leg to avoid them from slipping in surface of floor of workshop / site.						
35. What points you will consider to ensure safe transportation of machine?	Safe transportation can be ensured by considering following points. 1- Prepare site for safe installation of tri pod chain block / Pre pare place for fork lifter 2- Fasten machine properly with chain block using U shackle bolt 3- Load machine on loader / fork lifter properly, keeping in view centre of gravity of machine 4- Fasten properly machine at loader / fork lifter to avoid slipping during transportation 5- Drive slowly and smoothly, avoid sharp turn 6- Prepare proper place for unloading at workshop / site 7- Un load machine from loader / fork lifter properly						

(Summative Assessment) Instruction Sheet for the Candidate

Title of Qualification: Electrical Machine Winding Technician	CS Code:	Level: 1	Version:
Competency Standard Title: Perform Safe Transportation of Faulty Machine	Assessment D	Date (DD/MM/YY	/) :
Purpose of Assessment:	Summative As	ssessment	

Candidate Details	Name:
	Registration/Roll Number:
	To meet the required standard of assessment, you have to complete the following assessment tasks within the given time frame 4hrs (for practical demonstration & assessment):
	Assessment Task 1:
Guidance for Candidate	Shift a given 20 HP Motor/25KVA Transformer from site to workshop ensuring personal, Machine and environmental safety.
	And complete:
	11. Knowledge assessment test (Written or Oral)12. Portfolios at the time of assessment (if any)

Performance Criteria 1. Identify the required tools, equipment & PPE's Performance Criteria 2. Check functional condition of the required PPE's/Tools, and equipment Performance Criteria 3. use the required PPE's/Tools, equipment and Performance Criteria 4. Ensure safe working conditions Clear Passage Cleanliness Adequate light Ventilation Performance Criteria 5. Install & adjust tripod and chain block Performance Criteria 6. Identify eye bolt/hook of the machine Performance Criteria 7. Fasten chain using U bolt shackle with eye bolt/hook of machine Performance Criteria 8. Lift the machine up to safe and required height Performance Criteria 9. Position the loader at the right place for loading of machine. Performance Criteria 10. Load the machine on the loader. Performance Criteria 11. Un-bolt the U bolt shackle of chain from eye bolt/hook of machine Performance Criteria 12. Fasten the machine at loader Performance Criteria 13. Perform safe shifting of Machine to Workshop Performance Criteria 14. Prepare site for safe unloading / placing of machine Performance Criteria 15. Position the loader at the right place for unloading of machine. Minimum Performance Criteria 16. Unfasten the machine at loader Evidence Performance Criteria 17. Install & adjust tripod and chain block Required Identify eye bolt/hook of the machine Performance Criteria 18. Performance Criteria 19. Fasten chain using U bolt shackle with eye bolt/hook of machine Performance Criteria 20. Lift the machine up to safe and required height Performance Criteria 21. Unload the machine through tripod and chian block from the loader. Performance Criteria 22. Position the lifter at the right place for lifting of machine. Performance Criteria 23. Load the machine on the Fork Lifter. Performance Criteria 24. Perform safe shifting of machine through lifter. Performance Criteria 25. Un load the machine from fork lifter Performance Criteria 26. Record receiving of machine Performance Criteria 27. Allot inventory number to machine Performance Criteria 28. Tag machine according to inventory number Portfolios required at the time of assessment (if any) like trainees assignment, Projects/ Jobs etc. for Performance criteria 1 for the evaluation of portfolio Performance criteria 2 for the evaluation of portfolio Performance criteria 3 for the evaluation of portfolio

Continued on following page

Assessors Judgment Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name:							
Assessment Outcome	COMPETENT☐ Not yet competent☐ Name of the Assessor: Signature of the Assessor:							
	Assessm	ent Su	mmary	(to be	filled b	y the a	assessor)	
Activity Method Result				sult				
Nature of Activity		Written	Oral	Observation	Portfolio	Role Play	Competent	Not Yet Competent
Practical Skill Demonstration								
Knowledge Asses	✓	✓						
Other Requirement					✓			
Each Assessment Task (with performance criteria)								
Assessment Tas Transformer from Machine and env	site to workshop	ensuri				Desci	ription of assessm	ent task

During followin	the practical assessment, candidate demonstrated the ag:	Yes	No	Remarks
1.	Identify the required tools , equipment & PPE's			
2.	Check functional condition of the required PPE's / Tools, equipment and use them as per job demand.			
3.	Ensure safe working conditions			
4.	Use the required PPE's/Tools, and equipment			
5.	Install & adjust tripod and chain block			
6.	Identify eye bolt/hook of the machine			
7.	Fasten chain using U bolt shackle with eye bolt/hook of machine			
8.	Lift the machine up to safe and required height			
9.	Position the loader at the right place for loading of machine.			
10.	Load the machine on the loader .			
11.	Un-bolt the U bolt shackle of chain from eye bolt/hook of machine			
12.	Fasten the machine at loader			
13.	Perform safe shifting of Machine to Workshop			
14.	Prepare site for safe unloading / placing of machine			
15.	Position the loader at the right place for unloading of machine.			
16.	Unfasten the machine at loader			
17.	Install & adjust tripod and chain block .			
18.	Identify eye bolt/hook of the machine			
19.	Fasten chain using U bolt shackle with eye bolt/hook of machine			
20.	Lift the machine up to safe and required height			
21.	Unload the machine through tripod and chian block			
22.	Position the lifter at the right place for lifting of machine.			
23.	Load the machine on the fork lifter			
24.	Perform safe shifting of machine through lifter			

25.	Un load the machine from fork lifter						
26.	Record receiving of machine	ecord receiving of machine					
27.	Allot inventory number to machine						
28.	Tag machine according to inventory no	umber					
Compe	tent 🗆	Not Yet Comp	etent [•		
Portfolio	o(if any)	Description of	portfo	lio			
Current	□ Sufficient□ Authentic	 c□ Valid	чП		Reliabl	ь П	
	o meet the following performance stand		Yes	No	Rema		
1	Performance criteria 1	<u></u>			110		
2	Performance criteria 2				1		
3	Performance criteria 3						
4					=		
Compe	tent 🗆	Not Yet Comp	etent I]			
Assessors Judgment Guide TITLE OF QUALIFICATION (Summative Assessment / Knowledge Part)							
	Qualification: al Machine Winding Technician	CS Code		Level: 1		Version:	
-	tency Standard Title: Safe Transportation of Faulty Machine	Assessm	nent Da	ate (DD/	MM/YY	') :	
Guidano for Candida	answer the questions on the fo					u need to	

Assessors Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name:				
Written Assessment Outcome	COMPETENT Name of the Assessor: Signature of the Assessor:	Assessor's o			
Title of Qualifica Electrical Machine	CS Code:	Level:1	Version:		
Competency Sta Perform Safe Train	ndard Title: nsportation of Faulty Machine	Assessme	nt Date (DD/	MM/YY):	

Questi	on	Candidate's answer	
1.	Why tri pod and chain block is used?	Tri pod and chain block is used to: 1- Lift the heavy machines for loading / unloading in loader 2- Lift the heavy part of machine to separate from other parts for repair.	
2.	Why machines are fastened at loader during shifting?	Machines are fasted at loader to prevent them from slipping during shifting to ensure safe shifting.	
3.	What types of fastener are used to fasten machine at loader?	Following fasteners are used to fasten the machines at loader; 1- Wooden wedges 2- Old used tier's 3- Wire rope 4- Jute rope	
4.	What is Fork lifter?	Fork lifter is a machine having petrol of diesel engine, driven by a driver which is used to lift the heavy machinery for shifting them from one place to another up to a short distance, especially with in the premises of a factory / industry	
5.	What type of bolt is used to fasten the machine with chain block for lifting?	U shackle type bolt is used to fasten the machine with chain block for lifting.	
6.	What is meant by preparation of place for installation of tri pod?	Preparation of place for installation of tri pod means that: 1- Tri pod require open area for its installation, hence clearing of relevant area from other items laying in workshop / site. 2- Tri pod legs can slip during lifting heavy machine, therefore making semi holes or fastening bolt at the outer edge of the tri pod leg to avoid them from slipping in surface of floor of workshop / site.	
7.	What points you will consider to ensure safe transportation of machine?	Safe transportation can be ensured by considering following points. 1- Prepare site for safe installation of tri pod chain block / Pre pare place for fork lifter 2- Fasten machine properly with chain block using U shackle bolt 3- Load machine on loader / fork lifter properly, keeping in view centre of gravity of machine 4- Fasten properly machine at loader / fork lifter to avoid slipping during transportation 5- Drive slowly and smoothly, avoid sharp turn 6- Prepare proper place for unloading at workshop / site 7- Un load machine from loader / fork lifter properly	

National Vocational and Technical Training Commission (NAVTTC)

- Plot 38. Kirthar Road, Sector H-9/4, Islamabad, Pakistan
- +92 51 9044 322
- info@navttc.org
- www.navttc.org