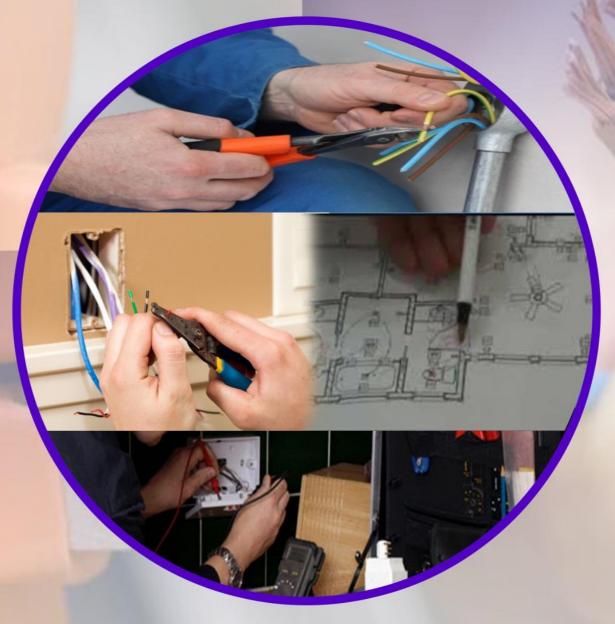
National Vocational Certificate Level 2 in Construction Technology (General Electrician)



Competency Standards



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Title A: ENSURE PERSONAL SAFETY

Overview: This competency standard identifies the basic knowledge and skills related to Personal protective equipment (PPE) including insulated gloves, Use of gloves, insulated shoes and mat and switching off of the main supply.

Competency Unit	Performance Criteria	Knowledge and Understanding
A1:	Trainee will be able to:	Trainee must know and understand:
Wear insulated gloves and shoes.	P1. Demonstrate knowledge about insulated gloves.	K1. Explain various types of safety gloves i.e. High tension line and low tension line.
	P2. Demonstrate knowledge about insulated shoes.	K2. Importance of insulation
	P3. Demonstrate wearing of safety gloves	K3. Limitation of insulation
	P4. Demonstrate wearing of safety shoes	
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A2:	Trainee will be able to:	Trainee must know and understand:
Use of safety gloves	P1. Select the appropriate safety gloves	K1. Difference between un-useable and useable safety gloves
	P2. Use of gloves by handling different equipment.	K2. Different uses of safety gloves.
	P3. Store after the use of safety gloves at appropriate location.	K3. OHS precautions when using safety gloves
	appropriate location.	K4. Issues which may arise with use damaged safety gloves

Performance Criteria	Knowledge and Understanding
Trainee will be able to:	Trainee must know and understand:
P4. Select the appropriate tools / kit	K1. Difference between insulated and conductive tools
P5. Use insulated tools / kit by handling different tools.	K2. Different uses of insulated tools.
P6 Store after the use of tools and kit at	K3. OHS precautions when using insulated tools
appropriate location.	K4. Hazards of using unsafe tools
Trainee will be able to:	Trainee must know and understand:
P7. Identify the safety mat at workplace	K5. Benefits of insulated safety mat
P8. Use of safety mat while handling different equipment.	K6. Capacity of different insulated safety mats in accordance to workplace.
	Trainee will be able to: P4. Select the appropriate tools / kit P5. Use insulated tools / kit by handling different tools. P6. Store after the use of tools and kit at appropriate location. Trainee will be able to: P7. Identify the safety mat at workplace P8. Use of safety mat while handling

Competency Unit	Performance Criteria	Knowledge and Understanding
A5: Assure main switch off	Trainee will be able to:	Trainee must know and understand:
Assure main switch on	P9. Identify the location of main switch	K7. Different types of main switches
	P10. Turn off the main switch.	K8. OHS precautions when switching off the main supply
	P11. Tag off / Log off the main switch	K9. Use of tester
	P12. Assure with tester that supply is powered off.	K10. Issues which may arise with not switching off the main supply

Title B: INTERPRET ELECTRICAL DRAWING OF BUILDING FOR FIXING PVC PIPES

Overview: The competency standard is about interpretation of electrical drawing of a building to identify electrical points and utilized the knowledge of PVC pipes and its fixing techniques.

Competency Unit	Performance Criteria	Knowledge and Understanding
B1: Collect job documentation (e.g. drawing, map, history)	Trainee will be able to:P1. Identify the area / person to collect the job documentation from.P2. Collect the appropriate job document.	Trainee must know and understand:K1. Various types of job documentation (e.g. drawing, map, history).K2. Electrical symbols used in drawing/ building map.
B2: Locate electrical points as per drawing	 Trainee will be able to: P1. Study the drawing carefully P2. Identify location of different types of electrical points as per job document. P3. Verify location of different types of electrical points as per job document. P4. Apply tags to the different electrical points. 	Trainee must know and understand: K1. Different types of drawing K2. Symbols for different electrical points K3. Tagging techniques.

Competency Unit	Performance Criteria	Knowledge and Understanding
B3: Perform measurement of PVC pipes of different sizes	Trainee will be able to: P1. Select proper measuring tools. P2. Use proper measuring unit. P3. Perform measuring of PVC pipe as per requirement.	Trainee must know and understand: K1. Types of measuring tool K2. Types of measuring units K3. Measuring techniques
B4: Fix joints with PVC solution	Trainee will be able to: P1. Select proper PVC joining solution. P2. Apply PVC solution as per standard. P2. Check the joint strength.	Trainee must know and understand: K1. Know the types of jointing solutions. K2. OHS safety precautions using solution. K3. Material specification.
B5: Perform fixing of all pipes with mild steel wire	Trainee will be able to: P1. Lay pipe as per drawing P2. Fix pipe with mild steel wire. P3. Check fixing of pipe in compliance with job document.	Trainee must know and understand: K1. The laying and fixing techniques. K2.Jointing techniques using steel wire.

B6: Check all fan box and	Trainee will be able to:	Trainee must know and understand:
junction box	P1. Check all fan and light boxes laid out as per drawing.P2. Check all junction boxes laid out as per drawing.	K1. Checking procedure for fan, light and junction boxes
	P3. Perform necessary adjustments.	K2. Adjustment methods of point joints and junctions K3. Procedure of clearing blockage in fan and
	P4. Clear blockage, if required.	junction boxes.

Title C: PERFORM MEASUREMENT OF PLAN WIRING

Overview: The competency standard identifies knowledge and skills required to perform measurements of rooms; distribution box, light plug, main circuit to switch board, TV, telephone, intercom, internet cable, wall lights and levelling of switch board, chiselling with wall cutter and fixing of PVC pipes with box etc.

Competency Unit	Performance Criteria	Knowledge and Understanding
C1: Perform measurement of rooms	 Trainee must be able to: P1. Identify the wiring points as per drawing P2. Mark the wiring points as per drawing. P3. Select the require measuring tool. P4. Measurement of room. P5. Record the measurements in appropriate document. 	Trainee must know and understand: K1: Measuring units. K2: Measuring tools. K3: Basic calculation methods.
C2: Perform measurement of distribution board to switch board	Trainee must be able to: P1. Identify the wiring route from distribution board to switch board as per electrical drawing. P2. Measure the distance from distribution board to switch board.	Trainee must know and understand: K1: Measuring units. K2: Measuring tools. K3: Basic calculation methods

	P3. Record the measurements in appropriate document.	
C3: Perform measurement of power plugs for AC	 Trainee must be able to: P1. Identify the wiring route from distribution board to AC power plugs. P2. Measure the distance from distribution board to AC power plug P3. Record the measurements in appropriate document. 	Trainee must know and understand: K1: Measuring units. K2: Measuring tools. K3: Basic calculation methods
C4: Perform measurement of light plug	Trainee must be able to: P1. Identify the wiring route from switch board to light plugs. P2. Measure the distance from distribution board to switch board to light plugs. P3. Record the measurements in appropriate document.	Trainee must know and understand: K1: Measuring units. K2: Measuring tools. K3: Basic calculation methods
C5: Perform measurement of main circuit to distribution board	Trainee must be able to: P1. Identify the wiring route from energy meter to distribution board.	Trainee must know and understand: K1: Measuring units. K2: Measuring tools.

	P2. Measure the distance from energy meter to distribution board.P3. Record the measurements in appropriate document.	K3: Basic calculation methods
C6: Perform measurement of TV, telephone, intercom, internet cable from main to junction board	Trainee must be able to: P1. Identify the wiring route of TV, telephone, intercom, internet cable from main to junction board P2. Measure the distance of TV, telephone, intercom, internet cable from main to junction board. P3. Record the measurements in appropriate document.	Trainee must know and understand: K1: Measuring units. K2: Measuring tools. K3: Basic calculation methods
C7: Perform levelling of switch boards (AC light, Light plug, Tv)	Trainee must be able to: P1. Select levelling tools according to job requirement. P2. Perform levelling of switch boards (TV, telephone, intercom, internet connection) P3. Mark the levels.	Trainee must know and understand: K1: Measuring units. K2: Levelling tools. K3: Levelling techniques. K4: Basic calculation methods

C8:	Trainee must be able to:	Trainee must know and understand:
Perform levelling of	Trainee must be able to.	Trainee must know and understand.
room wall lights	P1. Select levelling tools according to job requirement.	K1: Measuring units.
	P2. Perform levelling of wall lights	K2: Levelling tools.
	P3. Mark the levels.	K3: Levelling techniques.
		K4: Basic calculation methods
C9: Perform chiselling with wall cutter	Trainee must be able to:	Trainee must know and understand:
wan cutter	P1. Select the appropriate size of wall cutter.	K1: Use and types of wall cutter
	P2. Perform chiselling at the marked points.	K2: Chiselling techniques
	P3. Check the levels of chiselled points.	
C10:	Trainee must be able to:	Trainee must know and understand:
Perform fixing of PVC pipes/switch box	P1. Identify the appropriate PVC pipe according to required sizes.	K1: fixing techniques for PVC pipe / switch boxes
	P2. Fix the pipe / switch boxes at their desired locations.	
	P3. Check the strength of PVC pipe installation.	

Title D: CALCULATE ALL ELECTRICAL APPLIANCES LOAD

Overview: The competency standard identifies the knowledge and skills needed to calculate electrical load for selection of cables & estimation of quantity required for electrical items.

Competency Unit	Performance Criteria	Knowledge and Understanding
D1: Calculate load of wiring	Trainee will be able to: P1- Enlist the equipment/appliances P2- estimation load of wiring against each item. P3- Perform Simple Calculation P4- Record estimated load	Trainee must know and understand: K1- Power rating of equipments/appliances K2- Units of current voltage and power K3- Types of circuit (Parallel, series) K4- basic mathematical calculations K5- Circuit Tolerance K6- Ohm's Law K7- Conversion of different electrical quantities (power, current and voltage)
D2: Selection of cables according to room load	Trainee will be able to: P1- Interpret standard Specification Table of Cables/Wires. P2- Estimate the required room Load.	Trainee must know and understand: K1- Read the Standard specification table for cable/wire K2- Describe Load calculation K3- Types of Cables/Wires

Competency Unit	Performance Criteria	Knowledge and Understanding
	P3-Select Cable size according to estimated load P4-check the quality of cables.(Silver / Copper) P5-check the size of cables.(under gauge) P6-check the insulation of cables.	 K4- Trademarks of cable manufacturing companies like ,New AGE, Pakistan, Dawn, GM e.t.c K5- basic mathematical calculations K6- Conductor, Insulator and semi-Conductor
D3: Selection of size of cables according to appliances	P1- Interpret standard Specification Table of Cables/Wires P2- identify the required Load of appliances. P3- Select Cable size according to estimated load P4-check the quality of cables.(Silver / Copper) P5-check the size of cables.(under gauge) P6-check the insulation of cables.	 Trainee must know and understand: K1- Read the Standard specification table for cable/wire K2- Describe Load calculation K3- Types of Cables/Wires K4- Trademarks of cable manufacturing companies like, New AGE, Pakistan, Dawn, GM e.t.c

Competency Unit	Performance Criteria	Knowledge and Understanding
D4: Prepare estimates of required electrical items	Trainee will be able to: P1- Interpret Quantity of Materials as per Drawing P2- Enlist Quantity of Material with Specification	Trainee must know and understand: K1- Various types of Symbol of Equipments, Material and appliances K2- Types, specification and Trademark of material K3- Techniques and procedure for preparing estimate of
	P3- Prepare Estimate of required Items and accessories.	required material

Title E: USE OF ELECTRICAL CABLES/WIRE

Overview: The competency standard identifies the knowledge and skills required to install main distribution board, earthing, cables from sub circuit to branch circuit and till electrical appliances and test earthing, wiring joints and over all wiring etc.

Competency Unit	Performance Criteria	Knowledge and Understanding
E1: Install main distribution board	Trainee must be able to: P1- Select Size of Distribution Board (DB) as per Requirement P2- Install Distribution Box	Trainee must know and understand: K1- various sizes of distribution board K2- proper fitting of distribution board
E2: Install earthing connections properly	Trainee must be able to: P1- Select Location for earthing P2- Monitor digging of earth P3- Select earthing material. P4-select proper size of earthing cable and plate. P5- Install Earthing system P6- Connect earthing system with main distribution box	Trainee must know and understand: K1- Earthing. K2-Types of earthing materials and earthing components K3- Techniques and procedure for digging and installation of earthing system K4-Techniques and procedure of connecting earthing system with a main distribution box K5- Various types of testing technique and procedure for earthing system

Competency Unit	Performance Criteria	Knowledge and Understanding
	P7- Perform earthing test	
E3: Install cables from main circuit to sub circuit	Trainee must be able to: P1- Select Wires/Cables as per calculation according to colour code P2- Inspect Wire P3- Lay Wires P4- Connect wires to the Switch Boards (Sub Boards) P5- Insulate Joints and Wires	Trainee must know and understand: K1- Wires/Cables Specification, Types and Trademark K2-Types of Damages happens to wire K3- Use of mager K4- Use of multi meter K5- Use of basic wiring tools(steel wire pulling) K6- Types of electrical wiring joints K7- Types of Insulating Material
E4: Install cables from sub circuit to branch circuit	Trainee must be able to: P1- Select The required Tools for performing connection P2- Perform Connections in-line with the cables/ wires colour coding P3- Wire the switch board P4- Insulate joints	Trainee must know and understand: K1- Types of tools/material used for connections K2- The colour codes standard K3- Technique and procedure for connecting wire with boards

Competency Unit	Performance Criteria	Knowledge and Understanding
		K4- Types of joints K5- Types of insulating material
E5: Install cables from branch circuit to electrical appliance	Trainee must be able to: P1- Select The required Tools for performing connection P2- Perform Connections in-line with the cables/ wires colour coding P3- check wiring joints P4- Insulate joints	Trainee must know and understand: K1- Types of tools/material used for connections K2- The colour codes standard K3- Technique and procedure for connecting wire with boards K4- Types of joints K5- Types of insulating material K6- types of electrical circuits (series, parallel and series parallel)
E6: Check all wiring joints	Trainee must be able to: P1-inspect the joints P2- strength the joints if required. P3- Insulate joints	Trainee must know and understand: K1- Types of tools/material used for connections K2- The colour codes standard K3- Technique and procedure for connecting wire with boards

Competency Unit	Performance Criteria	Knowledge and Understanding
		 K4- Types of joints K5- Types of insulating material K6- types of electrical circuits (series, parallel and series parallel
E7: Check wiring and earth testing	Trainee must be able to: P1- Select The required testing Tools/equipment P2- Perform Physical Inspection of wiring/Cabling P3- Perform Continuity Test and fix the problem accordingly P4- Perform Insulation Test and fix the problem accordingly P5- Perform Earth Test and fix the problem accordingly P6- Install the appliances/equipments P7- Connect main supply to the Distribution box P8- Perform Appliances Functional Test	Trainee must know and understand: K1- Types of Tools/equipment's K2- Disadvantages of lose connection K3- Techniques and procedure for performing Continuity, Insulation, earthing and appliance test. K4- Installation Techniques and Procedure of appliances K5- Types, specification of appliances

Title F: Perform Repair and Maintenance of Electrical Appliances.

Overview: The competency standard identifies the knowledge and skills required to diagnose faults, cause of faults and fix the problems of electrical appliance.

Competency Unit	Performance Criteria	Knowledge and Understanding
F1: Trace fault of Wiring /Appliances	Trainee must be able to:	Trainee must know and understand:
Appliances	P1- Select the required Tools and equipment for Tracing The Fault	K1- Types of tools
	P2- Perform Physical Inspection	K2- Types of faults
	P3-Check the Supply	K3- Types of Electrical circuit
	P4- Trace the wiring fault	K4- Types of Supply
	P5- Check the appliance	K5- Techniques and procedure for Tracing faults
	P6- Trace the fault	
F2: Remove Fault (wire cable /switch/circuit breaker)	Trainee must be able to:	Trainee must know and understand:
,	P1- Select required tools for removing the fault	K1- Type of Tools
		K2- Types of faults
	P2- Repair Damaged partP4- Check specification of the damaged part	K3- Types of Electrical circuit
	i, i i i i i i i i i i i i i i i i i i	K4- Types of Supply

Competency Unit	Performance Criteria	Knowledge and Understanding
	P5- Replace Damaged part as per specification	K5- Techniques and procedure for Tracing faults
	P6- Check Workability of replaced/Repaired parts	K6- About the market information about the rates, trade and substitute of appliance e.t.c
F3: Repair/Replace electrical appliances	Trainee must be able to:	Trainee must know and understand:
	P1-Diagnose the faults of appliances.	K1-Types of faults
	P2- Diagnose the cause of faults of appliances.	K2- Types of Electrical circuit
		K3- Types of Supply
	P3- Select required tools for removing the fault	K4- Techniques and procedure for removing faults
	P4- Repair Damaged part .	K5- About the market information about the rates, trade and substitute of appliance e.t.c
	P5- Check specification of the damaged part	and substitute of appliance of the
	P6-Replace Damaged part as per specification	
	P7- Replace the appliances (Light Bulb, Belt etc.)	
	P8- Check Workability of replaced/Repaired parts/appliances	

Title G: Ensure Occupational Health and Safety

Overview: The competency standard identifies the knowledge, skills and training in the theories and practices of health safety and security precautions required for a safe working environment.

Competency Unit	Performance Criteria	Knowledge and Understanding
G1: Meet workplace health safety and security requirements for a safe working environment	Trainee will be able to: P1. Maintain a safe working environment and safe system to work. P2. Use and maintain machinery, equipment, appliances and tools in a safe working condition. P3. Make available information as necessary to ensure that everyone is safe from injury and risks to health.	Trainee must know and understand: K1. Requirements for a safe working environment K2. Ergonomics suitable for the work environment K3. Maintenance procedures for machinery, equipment, appliances, tools
G2: Follow workplace health, safety and security procedures	Trainee will be able to: P1. Report hazardous situations, fatalities, injuries and illness. P2. Control and minimise the risks to ensure that injury or illness is prevented.	Trainee must know and understand: K1. Hazard Identification processes K2. Risk assessment and control processes K3. Precautionary measures and their utilisation to prevent health damages.

Competency Unit	Performance Criteria	Knowledge and Understanding
G3: Maintain own safe work area.	 Trainee will be able to: P1. Demonstrate ability to handle cables related operations appropriately. P2. Install electronic devices at a manageable distance as per industry requirements. P3. Handle sharp implements or tools properly. P4. Maintain safe distances between self and machinery, and machine-to-machine. P5. Use appropriate accessories and tools 	Trainee must know and understand: K1. Use and handling of electronic equipment K2. Precautions to minimise electrical risks.
G4 : Deal with emergency situations.	Trainee will be able to: P1. Ensure inexperienced workers in the performance of any hazardous work receive the necessary supervision. P2. Provide instructions to ensure that everyone is safe in emergency situations. P3. Provide first aid if required.	Trainee must know and understand: K1. Emergency situations and how to deal with it. K2. Location of First Aid box K3. Identify and locate trained First Aide responder

Title H: Develop Professionalism

Overview: The competency standard identifies the differences between professionalism and being professional. Being professional means ensuring appearance, manner, communication, interacting, attitudes, approach, skills, and openness to grow are developed. Professionalism is a combination of taught aspects, such as knowledge and skills, and learning gained through experience.

Competency Unit	Performance Criteria	Knowledge and Understanding
H1: Communicate with coworkers	Trainee will be able to: P1. Communicate within a department. P2. Communication with other departments. P3. Dealing with vendors. P4. Interaction with other organisations. P5. Using various media to communicate effectively.	Trainee must know and understand: K1.Effectively communication within and without the organisation. K2.How to deal with vendors and the other organisations. K3.Appropriate use of electronic and relative media when required
H2 : Manage Time	 Trainee will be able to: P1. Manage time to complete the assigned work. P2. Manage workload as per task. P3. Check work regularly to ensure accuracy for given task. 	Trainee must know and understand: K1. Importance of managing time according to task priorities, involving management and co-workers

	P4. Handle time division with co-workers.	
H3: Upgrade Skills	Trainee will be able to: P1. Participate in skill tests P2. Attend seminars / workshops. P3. Participate in competitions time to time. P4. Perform market research. P5. Analyse upcoming market trends	Trainee must know and understand: K1. Importance of trends and market research to work role K2. Development of skill sets over time by way of seminars, workshops and competitions.
H4: Keep the workplace clean	Trainee will be able to: P1. Keep their workplace organised. P2. Ensure clean working environment.	Trainee must know and understand: K1. Requirements of a clean and organised workplace K2. Effective and efficient organisation of work area
H5: Work in a team	Trainee will be able to: P1. Show the good team skills. P2. Take an appropriate appearance. P3. Show comfort and tolerance. P4. Present and observe good work ethics.	Trainee must know and understand: K1. Importance of being a good team player K2. Workplace requirements for dress and appearance K3. Work ethics of the workplace

List of Tools and Equipment

List of Tools / Equipment / Machinery (For a class of 20 students)

Sr. No.	Name of Tools / Equipment	Quantity
1.	Wire stripper	5 Nos
2.	Screw Driver 4", 6", 8"	25 Nos each
3.	Neon phase tester light duty pocket size	25 Nos
4.	Insulated pliers with side cutter	20 Nos
5.	Insulated long nose pliers with side cutter	20 Nos
6.	Insulated wire cutter	20 Nos
7.	High insulation rubber hand gloves	20 Nos
8.	Knife	20 Nos
9.	Chisels 6", 12"	10 Nos each
10.	Hammers 200 grm.	20 Nos
11.	Hack saws	20 Nos
12.	Electric soldering iron 150 watt	10 Nos
13.	Philips screw driver No 1, 2, 3.	20 Nos each
14.	Measuring tap 3m	20 Nos
15.	Steel foot rule.	20 Nos

Sr. No.	Name of Tools / Equipment	Quantity
16.	Files (Flat) 250 x 1, 200 x 2	20 Nos each
17.	Files (Triangular) 150 x 2	20 Nos
18.	Files (Half round) 200 x 2	20 Nos
19.	Files (Round) 200 x 1	20 Nos
20.	Files (Raps cut) 150	20 Nos
21.	Bench Vice 5"	20 Nos
22.	Tri square 150 x 100 mm	20 Nos
23.	Vernier caliper 150 mm	20 Nos
24.	Center punch	20 Nos
25.	Hammer 500 grm	10 Nos
26.	Scriber	20 Nos
27.	Rubber hammer	10 Nos
28.	Vice clamps	20 Nos
29.	Insulation Remover 150 mm	20 Nos
30.	Bearing puller	2 Nos
31.	Farmer chisels 8".	10 Nos
32.	Wooden saw 300 mm	10 Nos
33.	Test boy	20 Nos
34.	Volt meter (Panel type 4" x 4") 0-300V-AC 50 HZ	10 Nos

Sr. No.	Name of Tools / Equipment	Quantity
35.	Volt meter (Panel type 4" x 4") 0-600V-AC 50 HZ	
36.	Ammeter (Panel type 4" x 4") 0-30-AC 50 HZ	20 Nos
37.	Multi-meter (Digital)	10 Nos
38.	Multi-meter (Analog)	06 Nos
39.	Tong tester	20 Nos
40.	Hand Electric drill machine with hammering 0-13 mm	6 Nos
41.	Pedestal drill machine	2 Nos
42.	Jigsaw machine portable	1 No
43.	Scissor 6"	5 Nos
44.	Single phase energy meter 220V /10-20A	5 Nos
45.	Three phase energy meter 30 A	5 Nos
46.	Dust brush / File brush	20 Nos each
47.	Magnetic Contactors 2 + 2 220 Volts / 10 A 50Hz	10 Nos.
48.	Single Phase Motor 220 Volts 50Hz ½ HP	5 Nos.
49.	Three Phase Motor 380 Volts 50Hz 2 HP	5 Nos.
50.	Push Button Single Way / Two Way / Three Way	20 Nos. Each
51.	Drum Switch ON / OFF, REV / FOR, Star / Delta	10 Nos. Each
52.	Overload Relay 0.5 – 3.0 Amp	20 Nos.
53.	Motor Protection Switch Three Phase	10 Nos.

Sr. No.	Name of Tools / Equipment	Quantity
54.	Earth Resistance Tester	5 Nos
55.	Oscilloscope 40 MHz	2 Nos
56.	Function Generator 5 MHz	2 Nos
57.	Variable Power Supply 0-24V, 5A	5 Nos
58.	Variac 440 3 phase	2 Nos
59.	RLC Tester	2 Nos
60.	UPS 1 kW	5 Nos
61.	Security Camera	2 Nos
62.	Computer System	2 Nos
63.	Adjustable ladder, 6 Ft	2 Nos
64.	Power factor meter	2 Nos

List of consumables

- Notebooks
- CDs Rewriteable
- Photocopy Papers
- Ball pens
- Pencils
- Erasers
- Sharpeners
- Board Markers
- Plastic files
- Flip chart papers
- Pin-board pins
- Whiteboard
- Whiteboard Eraser
- Paper knifes
- Glue sticks
- Paper clips
- Scissors
- Punching machines
- Patter Sheets
- Tracing Papers



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