



Model Curriculum

1. Foreman Wet Finishing and Flooring

SECTOR: Construction
SUB-SECTOR: Real Estate and Infrastructure Construction
OCCUPATION: Masonry
REF ID: CON/Q0109, V1.0
NSQF LEVEL: 5





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Foreman Wet Finishing and Flooring

CURRICULUM / SYLLABUS

This program is aimed at training candidates for the job of a “Foreman Wet Finishing and Flooring”, in the “Construction” Sector/Industry and aims at building the following key competencies amongst the learner

Program Name	Foreman Wet Finishing and Flooring		
Qualification Pack Name & Reference ID. ID	CON/Q0109, v1.0		
Version No.	1.0	Version Update Date	23-03-2017
Pre-requisites to Training	Preferably 10th Standard with 12-15 years site experience in same occupation for non-trained worker/ 3 years site experience as a certified Mason Special Finishes/Mason Marble, Granite and Stone for trained worker.		
Training Outcomes	<p>After completing this programme, participants will be able to:</p> <ul style="list-style-type: none"> • Read and interpret specification, standards and schematic working drawings for wet finishing and flooring works: - read & interpret specification, standards, and schematic working drawings for wet finishing and flooring works. • Ensure execution of wet finishing works as per specifications and standard practices:-allocation of tools, equipments, materials and manpower for execution of wet finishing works as per standard specifications. • Ensure execution of flooring and cladding works as per specifications and standard practices: - allocation of tools, equipments, materials and manpower for execution of flooring and cladding works as per design specification • Plan, arrange and manage resources for execution of relevant work: - Plan, organise and allocate resources for various works related to wet finishing and flooring. • Work effectively in a team to deliver desired results at the workplace :- Organised working procedure within a team at site • Plan and organize work to meet expected outcomes :- Prioritizing activities and organising resources to meet desired outcome • Supervise, monitor and evaluate performance of subordinates at workplace: -- Monitor and evaluate the performance of subordinates for various works related to wet finishing and flooring • Manage workplace for safe and healthy work environments :- Importance of Health & Safety aspects ,implementing safety measures to be followed by workforce while carrying out works related to wet finishing and flooring 		

This course encompasses 8 out of 8 National Occupational Standards (NOS) of “Foreman Wet Finishing and Flooring” Qualification Pack issued by “Construction”.

Sr. No.	Module	Key Learning Outcomes	Equipment Required
1	<p>Introduction</p> <p>Theory Duration (hh:mm) 08:00</p> <p>Practical Duration (hh:mm) 00:00</p>	<p>Introduction: -</p> <ul style="list-style-type: none"> • Role description/ functions of the job role • Expected personal attributes from the job role • Brief description about course content, mode of learning and duration of course • Future possible progression and career development provisions on completion of the course 	<p><u>infrastructural requirements</u></p> <ol style="list-style-type: none"> 1. classroom having sitting capacity of 30 trainees 2. blackboard 3. Laptop
2	<p>Read and interpret specification, standards and schematic working drawings for wet finishing and flooring works</p> <p>Theory Duration (hh:mm) 40:00</p> <p>Practical Duration (hh:mm) 64:00</p> <p>Corresponding NOS Code CON/N0125</p>	<p>Theory:-</p> <ul style="list-style-type: none"> • terminology used in masonry works • basic principles of measurement, arithmetic and geometric calculations • units of measurement and linear conversion of units • technical specifications, standards relevant to wet finishing and flooring works • different types of drawings in wet finishing and flooring works • How to read and interpret drawing for wet finishing and flooring works • How to read architectural drawing relevant to task • reading plan, elevation and sectional drawings relevant to task • how to read and understand work method statement • how to read and understand standard specification of tools and equipments • reading and understanding manufacturers specification for various tools, tiles, stones ,additives etc • how to calculate required amount of material from the drawings • basic computer literacy <p>Demonstration/ Practical :-</p> <ul style="list-style-type: none"> • read & interpret details from schematic working drawings for cladding and flooring works • read and understand all specification provided in the relevant drawing • read and interpret various symbols provided in drawing for wet finishing and flooring works • read and understand schedule for wet finishing and flooring work 	<ol style="list-style-type: none"> 1. classroom having sitting capacity of 30 trainees 2. blackboard 3. pencil

Sr. No.	Module	Key Learning Outcomes	Equipment Required
		<ul style="list-style-type: none"> • read and understand operational standards of all relevant tools and equipments • read and understand method statement for wet finishing and flooring works • read, understand & follow manufactures specification for flooring and cladding works with different tiles and stones • read and understand standard technical specification within scope of work • carryout calculation for required quantity of material from working for relevant works • prepare sketch for the relevant work for use by subordinates • starting and logging off from computers • basic excel sheet works • basic word file works • internet browsing • email sending and receiving 	
3	<p>Ensure execution of wet finishing works as per specifications and standard practices</p> <p>Theory Duration (hh:mm) 88:00</p> <p>Practical Duration (On Job Training) (hh:mm) 136:00</p> <p>Corresponding NOS Code CON/N0126</p>	<p>Theory:-</p> <ul style="list-style-type: none"> • Reading and understanding sketches of the area / surface on which work is to be done • setting out for wet finishing works • techniques and principles for surface preparation prior to wet finishing and flooring works • standard specification of all masonry tools along with their care and maintenance • materials required for wet finishing works • how to select and use basic tools and tackles for wet finishing works • methodology for estimation of required resource and material • standard tolerance limits for various aspects of wet finishing works • ratio of cement mortar mix and plastering mix for relevant task • methodology for checking line ,level and alignment for various wet finishing works • methodology for brick/block & random rubble masonry works • methodology of construction of walkways, arches and manholes • methodology of laying tiles, marble, granite and other natural stones 	<p>Since the demonstration/ practical training is being conducted on-site to get the required competencies the tools and equipment required will be acquirable at site</p>

Sr. No.	Module	Key Learning Outcomes	Equipment Required
		<ul style="list-style-type: none"> • methodology for different surface finishes like grit-wash, stone-Crete, cement wash and ornamental plastering works • different baton strips and their uses • methodology for waterproofing works • methodology for curing of different finishing works <p><u>Demonstration/ Practical :-</u></p> <ul style="list-style-type: none"> • Select, allocate & use tools, equipments, consumables & materials for carrying out various wet finishing works. • Selection of PPEs for general safety • Carry out stability checks for working platforms and access stairs. • Carry out visual checks of workplace for cleanliness and safety • Mark/set out for brick/block work, random rubble masonry works, plastering and waterproofing works as per the approved drawings • Carry out required markings as per set out. • Carry out checks for surface preparation. • Carry out checks for mortar preparation • Procedure to be followed for brick/block work, random rubble masonry works, plastering, special finishes like grit-wash, cement wash, and waterproofing works. • Monitor and ensure execution of wet finishing works as per specified methodology • Carry out visual checks for material used of wet finishing works • check and maintain uniform thickness between joints in brick/block works • Check plastering coat application as per specifications • Carry out checks for casting of plastering moulds • Carry out checks for leakage in case of waterproofing works. • Carry out checks for line, level & alignment at specified intervals • Carry out checks to ensure right pigment and additive is used in case of surface finishing works. 	

Sr. No.	Module	Key Learning Outcomes	Equipment Required
		<ul style="list-style-type: none"> Monitor even execution of surface finishes as per specifications carry out checks to monitor curing of brick, block work and random rubble masonry works Carry out checks for assessing diagonal dimensions of workplace after completion of work 	
4	<p>Ensure execution of flooring and cladding works as per specifications and standard practices</p> <p>Theory Duration (hh:mm) 92:00</p> <p>Practical Duration (On Job Training) (hh:mm) 148:00</p> <p>Corresponding NOS Code CON/N0127</p>	<p>Theory:-</p> <ul style="list-style-type: none"> work method statement for flooring and cladding works architectural drawing and basic principles of all flooring and cladding works with natural stones principles of measurements along with arithmetic and geometric calculation conversion of units standard working practices for flooring and cladding works standard tolerance limits for flooring and cladding works appropriate ratio of cement mortar mix used for various flooring and cladding works methodology for various flooring works methodology for dry and wet cladding works use of anchoring tools for cladding works use of mechanical ties and anchor clip for dry and wet cladding use of anchoring tools for cladding works checks for line, level and alignment method of curing of different flooring and cladding works various types of natural stones used for flooring and cladding works basic properties, use & applications of different types of natural stones process of handling, shifting and placing of tiles and natural stones tools and techniques used for cutting natural stones to the specified shape and size <p>Demonstration/ Practical :-</p>	<p>Since the demonstration/ practical training is being conducted on-site to get the required competencies the tools and equipment required will be acquirable at site.</p>

Sr. No.	Module	Key Learning Outcomes	Equipment Required
		<ul style="list-style-type: none"> • Select, allocate & use tools, equipments, consumables & materials for carrying out various flooring and cladding works. • Selection of PPEs for general safety • Carry out stability checks for working platforms and access stairs. • Carry out visual checks of workplace for cleanliness and safety • Carry out required markings as per set out. • Carry out checks for surface preparation. • Carry out checks for mortar preparation • Visual checking stones for defects/cracks and existing surface for dust/dirt and imperfections in levels • check surface for completion of embedded surfaces and make necessary provisions for the cutouts and fixtures • Proper placing and storing of stones prior to fixing • carry out necessary markings on surface to provide direction for laying of natural stones • Monitor the cutting of tiles and natural stones as per design/ patterns and specifications • Monitor to ensure execution of flooring work with tiles and natural stones as per required pattern/design • Carry out checks for preparation of sides, edge and bed of stone. • Carry out checks on the floored/ tiled surface for hollowness ,line and alignment • Monitor the execution of grouting for flooring and cladding works • Carry out checks to ensure finishing and polishing of surface after laying of tiles, marble ,granite r other natural stones as per applicability • Carry out checks to ensure execution of flooring works as per the following major finishes: <ul style="list-style-type: none"> • Vacuum dewatered flooring (VDF) • Terrazzo (marble chips) flooring • PVC sheet flooring 	

Sr. No.	Module	Key Learning Outcomes	Equipment Required
		<ul style="list-style-type: none"> • Carpet flooring • Wood / Timber flooring • Marble flooring • Mosaic flooring • Rubber and Linoleum flooring • Carry out checks to ensure anchors/angles, fasteners and other accessories are fixed in the wall maintaining proper alignment in horizontal and vertical direction • Carry out checks to ensure suitable anchoring tools are used and ensure adequate anchorage as per standard practices • Carry out checks to ensure stones are placed and secured as per standard method for dry cladding works • Carry out checks to ensure angles and fasteners used are placed as per specifications and employ standard method for fixing stones using specified mortar for bonding in case of wet cladding works • Carry out checks to ensure proper grooves are maintained in stone slabs as per drawing/pattern • Carry out checks to ensure proper grouting and sealing of stones as per specification • Carry out checks to ensure specified gap is maintained between back wall and stone lining to provide for adequate drainage in dry cladding works • Carry out checks to ensure that construction joints are appropriate and as per requirements • Carry out checks for line, level & alignment at specified intervals • monitor curing of flooring and cladding works 	
5	<p>Plan, arrange and manage resources for execution of relevant work</p> <p>Theory Duration (hh:mm) 16:00</p>	<ul style="list-style-type: none"> • Method of estimating qualities and determining quantum of work • Method of resource calculation and ascertaining timelines for assigned task • Method of submitting the requirement to seniors • Method of identifying priority and critical activity of a task 	<p><u>infrastructural requirements</u></p> <ol style="list-style-type: none"> 1. classroom having sitting capacity of 30 trainees 2. blackboard 3. Laptop

Sr. No.	Module	Key Learning Outcomes	Equipment Required
	<p>Practical Duration (On Job Training) (hh:mm) 32:00</p> <p>Corresponding NOS Code CON/N7001</p>	<ul style="list-style-type: none"> • Method and technique on briefing team members about relevant work • Importance of daily productivity report and its preparation • Importance of daily attendance register and its preparation • Method of calculation of quantum of concreting work • Method of calculation of tools and material requirement for concreting works • Method of optimization of available resources • Different check to evaluate progress and quality of relevant works • Organizing resources and quality checks to be performed as per requirement of the concreting works <p>Demonstration/ Practical (D/P) :-</p> <ul style="list-style-type: none"> • Prepare work schedule as per planning • Determine quantum of work and calculate manpower required for work. • Submit manpower requirement to seniors and procure approval of the same. • Allocate resources for the work • Allocate material, equipment and tools to workmen and extract the work as per plan • Provide clear instruction to workman and extract work as per schedule. • Explain deviation in works and justify the same • Minimize wastage as per standard working method • Prepare format for daily labour attendance • Prepare format for daily productivity report and calculate the daily productivity for a given work 	<p>Since the demonstration/practical training is being conducted on-site to get the required competencies the tools and equipment required will be acquirable at site.</p>
6	<p>Work effectively in a team to deliver desired results at the workplace</p> <p>Theory Duration (hh:mm) 08:00</p> <p>Practical Duration (On Job Training) (hh:mm)</p>	<p>Theory: -</p> <ul style="list-style-type: none"> • Introduction to leadership development program • Effective communication skill during guiding/ instructing subordinate • Productivity norms related to activities to be performed • Promoting organisational safety and quality norms within the workplace • Safety awareness to be created within workplace and safe work method to be followed • Clarify confusions among subordinates and provide clear instruction 	<p><u>infrastructural requirements</u></p> <ol style="list-style-type: none"> 1. classroom having sitting capacity of 30 trainees 2. blackboard 3. Laptop

Sr. No.	Module	Key Learning Outcomes	Equipment Required
	24:00 Corresponding NOS Code CON/N8001	<ul style="list-style-type: none"> Reporting procedure to the seniors in oral/ written format as applicable to the organisational norms Coordinate with different trade personnel to obtain/ pass on work information Ensure safety of subordinates by completing all necessary safety formalities <p>Demonstration/ Practical (D/P): - The skills will be developed and practiced while carrying out following trade related activities in a predictable and familiar working condition</p> <ul style="list-style-type: none"> Briefing about work targets, scopes and timelines to be achieved Demonstrate advantages of team working and effective communication procedure within the team Seeking information/ updates from subordinates at regular interval Reporting to senior or other trade personnel in appropriate reporting procedure Analyze problems identified within team and take necessary action Motivate subordinate to increase productivity Allocate manpower for assigned task according to their personal attributes/ expertise (as applicable) 	Since the demonstration/ practical training is being conducted on-site to get the required competencies the tools and equipment required will be acquirable at site
7	<p>Plan and organize work to meet expected outcomes</p> <p>Theory Duration (hh:mm) 16:00</p> <p>Practical Duration (On Job Training) (hh:mm) 32:00</p> <p>Corresponding NOS Code CON/N8002</p>	<p>Theory: -</p> <ul style="list-style-type: none"> Method of resource planning and ascertaining timelines for assigned task Organising resources and quality checks to be performed as per current/ voltage rating of the materials and fixtures to be used for Concrete Method of preparation of work schedule Method of estimation of resources from drawings/ schedules Monitoring procedure of ongoing works and inspection of completed works to ensure compliance with all electrical safety and quality parameters Method of preparation of observation data sheet, inspection report Method of reconcile material used for assigned task Method of preparation of budget for domestic electrification work <p>Demonstration/ Practical (D/P) :-</p> <ul style="list-style-type: none"> Prepare work schedule as per planning Arrange material and required tools/ fixtures prior to start any work 	<p>infrastructural requirements</p> <ol style="list-style-type: none"> classroom having sitting capacity of 30 trainees blackboard Laptop <p>Since the demonstration/ practical training is being conducted on-site to get the required competencies the tools and equipment required will be acquirable at site.</p>

Sr. No.	Module	Key Learning Outcomes	Equipment Required
		<ul style="list-style-type: none"> Explain deviation in works and justify the same Suggest alternative arrangement/ use of equipment in case of emergency situation Coordinate with subordinates and different trade personnel Minimize wastage as per standard working method 	
8	<p>Supervise, monitor and evaluate performance of subordinates at workplace</p> <p>Theory Duration (hh:mm) 16:00</p> <p>Practical Duration (On Job Training) (hh:mm) 32:00</p> <p>Corresponding NOS Code CON/N8003</p>	<p>Theory: -</p> <ul style="list-style-type: none"> Setting up timelines for completion of activities as per resource deployed and productivity norms Managing manpower and allocation of manpower as per deadline provided for assign task Critical quality aspects to be checked in the ongoing concreting works How to provide timely instructions to the subordinates during ongoing concreting works How to evaluate strengths and weakness of subordinate workers and utilize them appropriately as per job requirement Method of supervising activities to increase productivity of workers and achieving set quality and safety standards for the concreting works <p>Demonstration/ Practical (D/P): -</p> <ul style="list-style-type: none"> Instruct subordinates for applicable working methods and safety norms for assigned for concreting works Seek work related clarifications from subordinates and provide support/ guidance as per requirement of the job Observe each subordinate as per their strength and weaknesses and deploy them as per criticality/ emergency of the job Implement organisational/ quality / safety work methods while undertaking any job and ensure compliance to the same by subordinates 	<p><u>infrastructural requirements</u></p> <ol style="list-style-type: none"> Classroom having sitting capacity of 30 trainees Blackboard Laptop <p>Since the demonstration/ practical training is being conducted on-site to get the required competencies the tools and equipment required will be acquirable at site</p>
9	<p>Manage workplace for safe and healthy work environment</p> <p>Theory Duration (hh:mm) 16:00</p>	<p>Theory: -</p> <ul style="list-style-type: none"> Types of hazards involved in construction sites Types of hazards involved in concreting works Process of hazard analysis for concreting works Detailed safety norms as per standard practice and organizational policy, 	<p><u>PPEs & safety equipment's</u></p> <ol style="list-style-type: none"> helmet safety shoes safety belt cotton rubber gloves ear plugs reflective jackets

Sr. No.	Module	Key Learning Outcomes	Equipment Required
	<p>Practical Duration (On Job Training)</p> <p>(hh:mm) 32:00</p> <p>Corresponding NOS Code CON/N9002</p>	<p>procedure of providing CPR, first aids, use of regular and job specific PPEs as per requirement</p> <ul style="list-style-type: none"> classification of fire and use of fire protection devices Emergency safety control measures and actions to be taken under emergency situation Concept of: - <ol style="list-style-type: none"> 1. First Aid process 2. Use of fire extinguisher 3. Classification of fires and fire extinguisher 4. Safety drills 5. Types and use of PPEs as per general and structural execution works safety norms Reporting procedure to the concerned authority in emergency situations Standard procedure of handling, storing and stacking material, tools and equipment for concreting works What is safe disposal of waste, type of waste and their disposal Type of power tools ,their power ratings and area of application basic ergonomic principles as per applicability <p>Demonstration/ Practical (D/P): - The skills will be developed and practiced while carrying out following trade related activities in a predictable and familiar working condition.</p> <ul style="list-style-type: none"> Fill structural execution works permits and work approval documents Selection of PPEs and use them appropriately as per working need of concreting works, handling, storing, stacking and shifting of materials, tools and equipment used for concreting works Selection of PPEs and use them appropriately as per working need of placing, compaction of concrete Analysis of hazards involved in concreting works Identification of locations, situations/ circumstances, malpractices which can be hazardous for concreting works Selection of fire extinguisher based on classification of fire, standard practice of storing & stacking firefighting equipment/ materials at work locations Disposal of waste materials as per their nature and effects on weather. 	<ol style="list-style-type: none"> 10. safety message boards 11. message board displaying Do's and Don'ts at construction sites 12. Fire extinguishers 13. Sand buckets <p><u>infrastructural requirements</u></p> <ol style="list-style-type: none"> 14. Classroom having sitting capacity of 30 trainees 15. Blackboard 16. Laptop <p>Since the demonstration/ practical training is being conducted on-site to get the required competencies the tools and equipment required will be acquirable at site</p>



Sr. No.	Module	Key Learning Outcomes	Equipment Required
	Total Duration Theory Duration 300:00 Practical Duration 64:00 On Job Training 436:00	Unique Equipment Required: Since the demonstration/ practical training is being conducted on-site to get the required competencies the tools and equipment required will be acquirable at site Class room for theory and assessment with 30 study chairs ,Workshop/Mock-up yard for practical training and assessment ,Toilet/Urinals (Separate for gents and Ladies), 3 phase power supply points , Single phase power supply points, Fire extinguishers (mechanical foam, DCP, CO2 and sand buckets with stand), First aid kit, Tool box with lock and key	

Grand Total Course Duration: **800Hours, 0 Minutes**

(This syllabus/ curriculum has been approved by [Construction Skill Development Council of India](#))

Trainer Prerequisites for Job role: “Foreman Wet Finishing and Flooring” mapped to Qualification Pack: “CON/Q0109, v1.0”

Sr. No.	Area	Details
1	Description	To deliver accredited training service, mapping to the curriculum detailed above, in accordance with the Qualification Pack “CON/Q0109”.
2	Personal Attributes	Aptitude for conducting training, and pre/ post work to ensure competent, employable candidates at the end of the training. Strong communication skills, interpersonal skills, ability to work as part of a team; a passion for quality and for developing others; well-organised and focused, eager to learn and keep oneself updated with the latest in the mentioned field
3	Minimum Educational Qualifications	ITI/12th
4a	Domain Certification	Trainer/Assessor-80% in each NOS and Lead trainer/Lead Assessors-90% in each NOS
4b	Platform Certification	i. Technical Degree holder with minimum three years of Field experience and preferably two years of teaching experience or, ii. In case of a Diploma Holder five years of field experience and preferably two years of teaching experience or, iii. In case of ITI/12 th pass minimum eight years of field experience and preferably two years of teaching Experience.
5	Experience	Trainer/Assessor-50% in each NOS & 80% overall, Lead trainer/ Lead Assessors- 50% in each NOS and overall 90%



Annexure: Assessment Criteria

Assessment Criteria	
Job Role	Foreman Wet Finishing and Flooring
Qualification Pack	CON/Q0109, v1.0
Sector Skill Council	Construction

Sr. No.	Guidelines for Assessment
1	Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC.
2	The assessment for the knowledge part will be based on knowledge bank of questions created by Assessment Bodies subject to approval by SSC
3	Individual assessment agencies will create unique question papers for knowledge/theory part for assessment of candidates as per assessment criteria given below
4	Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training centre based on assessment criteria.
5	The passing percentage for each QP will be 70%. To pass the Qualification Pack, every trainee should score a minimum of 70% individually in each NOS.
6	The Assessor shall check the final outcome of the practices while evaluating the steps performed to achieve the final outcome
7	The trainee shall be provided with a chance to repeat the test to correct his procedures in case of improper performance, with a deduction of marks for each iteration.
8	After the certain number of iteration as decided by SSC the trainee is marked as fail, scoring zero marks for the procedure for the practical activity.
9	In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack within the specified timeframe set by SSC.
10	Minimum duration of Assessment of each QP shall be of 4hrs/trainee.

		Marks Allocation			
		Total Mark	Out Of	Theory	Skills Practical
CON/N0125: Read and interpret specification, standards and schematic working drawings for wet finishing and flooring works	PC1. read & interpret details from relevant schematic working drawings	100	13	5	8
	PC2. read and understand all specification provided in the relevant drawing		13	5	8
	PC3. read and understand schedule for wet finishing and flooring work		13	5	8
	PC4. read and understand operational standards of all relevant tools and equipments		12	5	7
	PC5. read and understand method statement for wet finishing and flooring works		13	5	8
	PC6. read, understand & follow manufactures specification for flooring and cladding works with different tiles and stones		12	5	7
	PC7. read and understand standard technical specification within scope of work		13	5	8
	PC8. carryout calculation for required quantity of material from schematic working drawing		11	5	6
		Total	100	40	60
CON/N0126: Ensure execution of wet finishing works as per specifications and standard practices	PC1. ensure setting out for brick/block work and random rubble masonry works as per the approved drawings	100	1.5	.5	1
	PC2. ensure working platforms and access stairs are safe for working		1.5	.5	1
	PC3. ensure workplace is clear of debris and guard rails, safety nets & kerb boards are in place		1.5	.5	1
	PC4. ensure all tools, tackles, consumables ,materials and equipments are available prior to commencement of work		2.5	.5	2
	PC5. ensure preparation of cement mortar as specified		1.5	.5	1
	PC6. ensure bricks ,blocks and stones are laid as specified		1.5	.5	1
	PC7. check line, level & alignment at specified intervals for the construction of brick, block and random rubble masonry works		2.5	.5	2
	PC8. check and ensure uniform thickness between joints		1.5	.5	1
	PC9. monitor curing of brick, block work and random rubble masonry works		1.5	.5	1
	PC10. highlight errors to workers, suggest remedial action & demonstrate correct work processes as and when required		2	1	1
	PC11. carry out checks to ensure brick/block work and random rubble masonry works are within specified tolerances limit and as per specified standards		4	1	3
	PC12. ensure setting out for plastering works is as per the approved drawings		3	1	2

	PC13. ensure working platforms and access stairs are safe for working		2	1	1
	PC14. ensure workplace is clear of debris and guard rails, safety nets & kerb boards are in place		1.5	.5	1
	PC15. ensure all tools, tackles, consumables ,materials and equipments are available prior to commencement of work		3	1	2
	PC16. ensure that the surface receiving plaster is prepared appropriately		2	1	1
	PC17. ensure preparation of cement mortar and POP mix is in the required specified proportion		2	1	1
	PC18. ensure plastering coats are applied as per approved/ specified thickness and to desired finish		2	1	1
	PC19. check and ensure plaster moulds are cast as per specification		2	1	1
	PC20. check line, level & alignment at specified intervals for plastering works		2	1	1
	PC21. check and ensure plastering of corners and edges are as per specification		2	1	1
	PC22. monitor the curing of plaster as per schedule		2	1	1
	PC23. check right angle and measure diagonal dimensions of room for dimensional accuracy		2	1	1
	PC24. highlight errors to workers, suggest remedial action & demonstrate correct work processes as per applicability		2	1	1
	PC25. check and ensure required marking and leveling is as per drawing		2	1	1
	PC26. ensure working platforms and access stairs are safe for working		2	1	1
	PC27. ensure workplace is clear of debris and guard rails, safety nets & kerb boards are in place		1.5	.5	1
	PC28. ensure all tools, tackles, consumables ,materials and equipments are available prior to commencement of work		3	1	2
	PC29. ensure appropriate cementitious waterproofing compound is used		2	1	1
	PC30. check and ensure required marking and leveling is as per drawing		2	1	1
	PC31. ensure surface to be waterproofed is prepared appropriately		2	1	1
	PC32. check the usability of waterproofing material		2	1	1
	PC33. ensure waterproofing and brick bat coba course is laid as per specification		2	1	1
	PC34. ensure holes are drilled at regular interval in order to carry out grouting activity		2	1	1
	PC35. check and ensure the consistency of grouting material is as per specification		2	1	1
	PC36. ensure appropriate grouting for water proofing works		2	1	1
	PC37. check for further leakage of water		2	1	1
	PC38. highlight errors to workers, suggest remedial action & demonstrate correct work processes as per applicability		2	1	1

	PC39. ensure surface receiving finish is levelled properly prior to application of grit wash, stone-Crete ,cement wash and other surface finishes		4	1	3
	PC40. check and ensure required marking and levelling is as per drawing		3	1	2
	PC41. ensure selection of appropriate aggregate for exposed plaster as per specified finish		3	1	2
	PC42. ensure preparation of mortar for different surface finishes in appropriate ratio		3	1	2
	PC43. ensure addition of right pigment for desired colour and finish		1.5	.5	1
	PC44. ensure appropriate use of baton strips for making panels as per applicability		3	1	2
	PC45. ensure even application of different surface finishes as per specification		3	1	2
	PC46. ensure levelling and curing of finished surface for desired aesthetic appeal		2	1	1
		Total	100	40	60
CON/N0127: Ensure execution of flooring and cladding works as per specifications and standard practices	PC1. check and ensure all relevant markings are complete as per drawings	100	3	1	2
	PC2. ensure working platforms and access stairs are safe for working		3	1	2
	PC3. ensure workplace is clear of debris and guard rails, safety nets & kerb boards are in place		2	1	1
	PC4. ensure all tools, tackles, consumables ,materials and equipments are available prior to commencement of work		3	1	2
	PC5. ensure preparation of cement mortar as specified		2	1	1
	PC6. ensure tiles and natural stones used are as per requirements of color, design, material & batch number and are free from any cracks/damage		3	1	2
	PC7. ensure surface receiving tiles and natural stones is prepared appropriately		3	1	2
	PC8. ensure tiles and natural stones are measured & cut as per design/ patterns and specifications		2	1	1
	PC9. ensure tiles and natural stones are fixed as per required pattern/design		2	1	1
	PC10. ensure sides, edge and bed of stone is prepared appropriately		2	1	1
	PC11. check the floored/ tiled surface for hollowness		2	1	1
	PC12. ensure appropriate grouting and application of sealant as per requirements		2	1	1
	PC13. ensure finishing and polishing of surface after laying of tiles, marble ,granite or other natural stones as per applicability		3	1	2

PC14. ensure execution of flooring works as per the following major finishes: <ul style="list-style-type: none"> • Vacuum dewatered flooring (VDF) • Terrazzo (marble chips) flooring • PVC sheet flooring • Carpet flooring • Wood / Timber flooring • Marble flooring • Mosaic flooring • Rubber and Linoleum flooring 	10	4	6
PC15. check line, level & alignment at specified intervals for flooring works	3	1	2
PC16. monitor finishing and curing of various types of flooring works	2	1	1
PC17. highlight errors to workers, suggest remedial action & demonstrate correct work processes as per applicability	3	1	2
PC18. ensure surface for cladding is prepared appropriately as per specification	4	2	2
PC19. check surface for completion of embedded surfaces and make necessary provisions for the same	3	1	2
PC20. check and ensure necessary markings are provided on surface to give direction for laying of natural stones	3	1	2
PC21. ensure working platforms and access stairs are safe for working	3	1	2
PC22. ensure all tools, tackles, consumables ,materials and equipments are available prior to commencement of work	4	2	2
PC23. ensure preparation of cement mortar as specified	3	1	2
PC24. ensure anchors/angles, fasteners and other accessories are fixed in the wall maintaining proper alignment in horizontal and vertical direction	4	2	2
PC25. ensure suitable anchoring tools are used and ensure adequate anchorage as per standard practices	3	1	2
PC26. ensure stones are placed and secured as per standard method for dry cladding works	3	1	2
PC27. ensure angles and fasteners used are placed as per specifications and employ standard method for fixing stones using specified mortar for bonding in case of wet cladding works	4	2	2
PC28. ensure proper grooves are maintained in stone slabs as per drawing/pattern	3	1	2
PC29. ensure proper grouting and sealing of stones as per specification	3	1	2
PC30. ensure specified gap is maintained between back wall and stone lining to provide for adequate drainage in dry cladding works	4	2	2
PC31. ensure that construction joints are appropriate and as per requirements	3	1	2
PC32. check line ,level & alignment of cladding works at specified intervals as per requirement	3	1	2
Total	100	40	60



CON/N7001: Plan, arrange and manage resources for execution of relevant work	PC1. determine quantum and nature of work under assigned activity	100	5	2	3
	PC2. calculate requirement of manpower for assigned activities		7.5	3	4.5
	PC3. submit manpower requirement to superiors		5	2	3
	PC4. allocate and extract work as per plan		7.5	3	4.5
	PC5. provide clear instructions to workmen for execution of work		7.5	3	4.5
	PC6. ensure optimum utilization of manpower resources		7.5	3	4.5
	PC7. record the daily labour attendance		7.5	3	4.5
	PC8. record the daily productivity report		7.5	3	4.5
	PC9. estimate quantity of assigned work		7.5	3	4.5
	PC10. estimate requirement for material, components and fixtures		7.5	3	4.5
	PC11. estimate equipment, tools and accessories required		7.5	3	4.5
	PC12. submit material, equipment and tool requirement to superiors		7.5	3	4.5
	PC13. allocate material, equipment and tools to workmen and extract the work as per plan		7.5	3	4.5
	PC14. provide clear instructions for optimized use of resources		7.5	3	4.5
	Total	100	40	60	
CON/N8001: Work effectively in a team to deliver desired results at the workplace	PC1. pass on work related information/ requirement clearly to the team members	100	10	4	6
	PC2. inform co-workers and superiors about any kind of deviations from work		10	4	6
	PC3. address the problems effectively and report if required to immediate supervisor appropriately		20	8	12
	PC4. receive instructions clearly from superiors and respond effectively on same		10	4	6
	PC5. communicate to team members/subordinates for appropriate work technique and method		10	4	6
	PC6. seek clarification and advice as per requirement and applicability		10	4	6
	PC7. hand over the required material, tools tackles, equipment and work fronts timely to interfacing teams		15	6	9
	Total	100	40	60	
CON/N8002: Plan and organize work to meet expected outcomes	PC1. understand clearly the targets and timelines set by superiors	100	12.5	5	7.5
	PC2. plan activities as per schedule and sequence		10	4	6
	PC3. provide guidance to the subordinates to obtain desired outcome		12.5	5	7.5
	PC4. plan housekeeping activities prior to and post completion of work		7.5	3	4.5
	PC5. list and arrange required resources prior to commencement of work		10	4	6

	PC6. select and employ correct tools, tackles and equipment for completion of desired work		7.5	3	4.5
	PC7. complete the work with allocated resources		7.5	3	4.5
	PC8. engage allocated manpower in an appropriate manner		5	2	3
	PC9. use resources in an optimum manner to avoid any unnecessary wastage		5	2	3
	PC10. employ tools, tackles and equipment with care to avoid damage to the same		5	2	3
	PC11. organize work output, materials used, tools and tackles deployed		10	4	6
	PC12. processes adopted to be in line with the specified standards and instructions		7.5	3	4.5
		Total	100	40	60
CON/N8003: Supervise, monitor and evaluate performance of subordinates at workplace	PC1. fix expected targets for the respective gang as per site requirements and allocate work to subordinates	100	15	6	9
	PC2. establish expected performance standards and expectations for the respective gang of workers to meet the desired outcomes		15	6	9
	PC3. inspect assigned work to the respected gang of workers through progressive checking		20	8	12
	PC4. observe and verify the work activities performed by the subordinates at the construction site		20	8	12
	PC5. monitor overall performance of subordinates on the designed measures to ensure quality requirements set by the concerned authority		15	6	9
	PC6. ensure adherence to the organizational policies and procedures for all relevant construction activities by the workmen subordinations		15	6	9
		Total	100	40	60
CON/N9002: Manage workplace for safe and healthy work environment	PC1. Ensure proper housekeeping at workplace	100	5	2	3
	PC2. Implement safe handling , stacking methods at workplace / store		5	2	3
	PC3. Ensure that health and safety plan is followed by all subordinates		5	2	3
	PC4. Identify any hazard in workplace and notify them to appropriate authority		5	2	3
	PC5. ensure that all safety and protection installation are correctly placed & adequate		5	2	3
	PC6. Ensure safe access is available at work place for movement of workers & materials.		5	2	3

PC8. ensure appropriate use of following Personal Protective Equipment (PPE) as per applicability: <ul style="list-style-type: none"> • Head Protection (Helmets) • Ear Protection • Fall Protection • Foot Protection • Face and Eye Protection, • Hand &Body Protection • Respiratory Protection 	5	2	3
PC9. Maintain entrances & exit from confined spaces , excavated pits and other location in concurrence with safety parameters or instruction form safety personals.	5	2	3
PC10. Ensure organizational policies and procedures are followed for health , safety and welfare, in relation to: <ul style="list-style-type: none"> • methods of receiving or sourcing information • dealing with accidents and emergencies associated with the work and environment • reporting • stooping work • evacuation • fire risks and safe exit procedures 	10	4	6
PC11. follow procedures for accident recording and reporting as per organizational and statutory requirements	5	2	3
PC12. ensure effective adherence to response to emergency procedures / protocols	7.5	3	4.5
PC13. report any case of emergency / risks to the concern people at the construction site	7.5	3	4.5
PC14. report any perceived risk hazards to the superiors / concerned EHS	7.5	3	4.5
PC15. demonstrate the use of fire protection equipments for different type of fire hazard	7.5	3	4.5
PC16. implement control measures to reduce risk & meet legal requirement as per organizational policies	5	2	3
Total	100	40	60