

Assessment Evidence Guide

For

“Assistant caster”

Level-2

Module name
(Formative Assessment)

8th -12th March 2021



National Vocational & Technical
Training Commission

Title of Qualification: Assistant Caster	CS Code:	Level: 2	Version: 01
Competency Standard Title: Maintain Safe Work Environment	Assessment Date (DD/MM/YY): Assessment Time:		

Candidate Details	Name: Registration/Roll Number:.....
Guidance for Candidate	<p>To meet this standard, you are required to complete the following within the given time frame (for practical demonstration & assessment) as per the instructions given in Annexure A:</p> <p>Assessment Task 1: Candidate is required to: Identify the risks at work place.</p> <p>Assessment Task 2: Candidate is required to: Create a safe and friendly work place.</p> <p>Assessment Task 3: Candidate is required to: Ensure equipment sorting</p> <p>And complete:</p> <ol style="list-style-type: none"> Knowledge assessment test (Written or Oral) Portfolios at the time of assessment (if any)
Minimum Evidence Required	<p>During a practical assessment, under observation by an assessor, you will complete:</p> <p>Assessment Task 1</p> <ul style="list-style-type: none"> Conduct regular checks with support of the maintenance team Identify potential hazards due to wear and tear of machine Create awareness amongst other by sharing information on identified risks <p>Assessment Task 2</p> <ul style="list-style-type: none"> Follow Safety, Health and Environment related practices developed by the organization Ensure relevant safety signs are placed on the shop floor Operate the machine using the recommended Personal Protective Equipment (PPE) at workplace Maintain a clean and safe working environment near work place Ensure that the waste material is kept in the designated area

	Assessment Task 3 <ul style="list-style-type: none"> • Sort the tools/ equipment/ parts in designated area as per work instructions • Segregate the items which are labeled as red tag items for the process area • Stack the various types of boxes and containers as per the size/ utility to avoid any fall of items/ breakage • Return the extra material and tools to the designated sections
	Portfolios required at the time of assessment (if any) for

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: Registration/Roll Number: Candidate Signature:
Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:

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 Assessment Task (with performance criteria)				
Assessment Task 1		Description of assessment task 1		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Conduct regular checks with support of the maintenance team			
2.	Identify potential hazards due to wear and tear of machine			
3.	Create awareness amongst other by sharing information on identified risks			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Assessment Task 2		Description of assessment task 2		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Ensure relevant safety signs are placed on the shop floor			
2.	Operate the machine using the recommended Personal Protective Equipment (PPE) at workplace			
3.	Maintain a clean and safe working environment near work place			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Assessment Task 3		Description of assessment task 3		
During the practical assessment, candidate demonstrated the following:		Yes	No	Remarks
1.	Sort the tools/ equipment/ parts in designated area as per work instructions			
2.	Segregate the items which are labeled as red tag items for the process area			
3.	Stack the various types of boxes and containers as per the size/ utility to avoid any fall of items/ breakage			
4.	Return the extra material and tools to the designated sections			
Competent <input type="checkbox"/>		Not Yet Competent <input type="checkbox"/>		

Title of Qualification: Assistant Caster	CS Code:	Level: 2	Version: 01
Competency Standard Title: Maintain Safe Work Environment	Assessment Date (DD/MM/YY): Assessment Time: 30 min		

Guidance for Candidate	To complete your assessment for this Competency Standard, you need to answer the questions on the following pages successfully.
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Assessors Guide (to be completed by the Assessor and signed both by the assessor and the candidate after the assessment)

Candidate Details	Name:..... Registration/Roll Number: Candidate Signature:
Written Assessment Outcome	COMPETENT <input type="checkbox"/> NOT YET COMPETENT <input type="checkbox"/> Name of the Assessor: Assessor's code: Signature of the Assessor:

Title of Qualification: Assistant Caster	CS Code:	Level: 2	Version: 1
Competency Standard Title: Maintain Safe Work Environment	Assessment Date (DD/MM/YY): Assessment Time: 30 min		

WRITTEN ASSESSMENT

Question	Candidate's answer
1. What are different risks/hazards at work place?	<ul style="list-style-type: none"> • Chemical Hazard • Mechanical Hazards • Psychological Hazards • Noise Hazards
2. Identify few activities which can cause injury?	<ul style="list-style-type: none"> • Run machine without proper training • Not using helmet at machines area • No use of PPEs during work
3. Define how to reduce risks at work place?	<ul style="list-style-type: none"> • By using PPEs • Using safety measures and precautions • Follow rules & SOPs
4. How to create a safe and friendly work place?	<ul style="list-style-type: none"> • Ensure relevant safety signs are placed on the shop floor • Maintain clean and safe work place
5. How to keep tools and equipment?	<ul style="list-style-type: none"> • Place them at designated areas • Label the equipment
6. Name 5S procedures?	<ul style="list-style-type: none"> • Sort • Set in Order • Shine • Standardize • Sustain

Question	Candidate's answer
7. Name different types of waste products?	<ul style="list-style-type: none"> • Paper • Clothes • Metal scrap • Wood • Chemicals
8. What is the best way to dispose the waste?	<ul style="list-style-type: none"> • To keep waste material is kept in the designated area • Not to throw waste in open air

Annexure A:

Tell the name and then explain the purpose of the given signs

