

**Course Curricula**  
**For**  
**Short Term Course Based on**  
**Modular Employable Skill (MES)**  
**IN**  
**LEATHER AND SPORTS GOODS**  
**SECTOR**



**Designed in 2008**

**Government of India**  
**Ministry of Labour & Employment**  
**Directorate General of Employment & Training**  
**CENTRAL STAFF TRAINING AND RESEARCH INSTITUTE**  
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**Course Curricula for Short Term Courses based on  
Modular Employable Skills (MES)  
IN LEATHER & SPORTS GOODS SECTOR**

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## **Skill Development based on Modular Employable Skills (MES)**

### Background

The need for giving emphasis on the Skill Development, especially for the less educated, poor and out of school youth has been highlighted in various forums. The skill level and educational attainment of the work force determines the productivity, income levels as well as the adaptability of the working class in changing environment. Large percentage of population in India is living below poverty line. One of the important causes is lower percentage of skilled persons in the workforce

The skill development at present is taking place mostly in the informal way, i.e. persons acquire skill at the work-place when they help their parents, relatives and employers etc. Such persons do not have a formal certificate and thus earn lower wages and are exploited by employers. They have come through informal system due to socio-economic circumstances of the family and the compulsions of earning a livelihood rather than attending a formal course. While their productivity is low, their contribution to the national GDP cannot be ignored. If the country can create a system of certification which not only recognizes their skills but also provides education and training in a mode that suits their economic compulsions, it will not only benefit the workforce to earn a decent living but also contribute to the national economy by better productivity of this workforce.

Another related problem to be tackled is large number of students drop outs (About 63% of the school students drop out at different stages before reaching Class-X).

### Frame work for Skill Development based on 'Modular Employable Skills (MES)'

Very few opportunities for skill development are available for the above referred groups (out of school youth & existing workers especially in the informal sector). Most of the existing Skill Development programmes are long term in nature. Poor and less educated persons can not afford long term training programmes due to higher entry qualifications, opportunity cost etc. Therefore, a new frame work for Skill Development for the Informal Sector has been evolved by the DGET to address to the above mentioned problems. The **key features of the new frame work for skill development** are:

- ◆ Demand driven Short term training courses based on modular employable skills decided in consultation with Industry
- ◆ Flexible delivery mechanism (part time, weekends, full time)
- ◆ Different levels of programmes (Foundation level as well as skill upgradation) to meet demands of various target groups
- ◆ Central Government will facilitate and promote training while Vocational Training (VT) Providers under the Govt. and Private Sector will provide training
- ◆ Optimum utilisation of existing infrastructure to make training cost effective.
- ◆ Testing of skills of trainees by independent assessing bodies who would not be involved in conduct of the training programme, to ensure that it is done impartially.
- ◆ Testing & certification of prior learning (skills of persons acquired informally)

The Short Term courses would be based on 'Modular Employable Skills (MES)'.

The **concept for the MES** is :

- Identification of 'minimum skills set' which is sufficient to get an employment in the labour market.
- It allows skills up-gradation, multi-skilling, multi entry and exit, vertical mobility and life long learning opportunities in a flexible manner.

- ❑ It also allows recognition of prior learning (certification of skills acquired informally) effectively.
- ❑ The modules in a sector when grouped together could lead to a qualification equivalent to National Trade Certificate or higher.
- ❑ Courses could be available from level 1 to level 3 in different vocations depending upon the need of the employer organisations.
- ❑ MES would benefit different target groups like :
  - *Workers seeking certification of their skills acquired informally*
  - *workers seeking skill upgradation*
  - *early school drop-outs and unemployed*
  - *previously child labour and their family*

#### Age of participants

The minimum age limit for persons to take part in the scheme is 14 years but there is no upper age limit.

#### Curriculum Development Process

Following procedure is used for developing course curricula

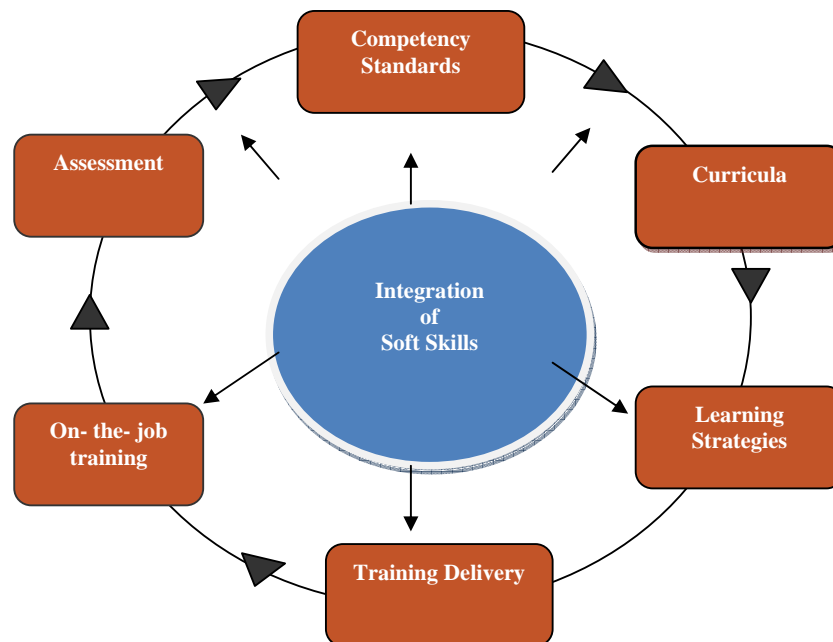
- Identification of Employable Skills set in a sector based on division of work in the labour market.
- Development of training modules corresponding to skills set identified so as to provide training for specific & fit for purpose
- Organization of modules in to a Course Matrix indicating vertical and horizontal mobility. The course matrix depicts pictorially relation among various modules, pre requisites for higher level modules and how one can progress from one level to another.
- Development of detailed curriculum and vetting by a trade committee and by the NCVT

(Close involvement of Employers Organizations, State Governments, experts, vocational training providers and other stake holders is ensured at each stage).

### Development of Soft Skills/ Core Competencies

Soft skills refer to a cluster of personality traits, social graces, facility with language, and personal habits that make someone a good employee and a compatible co-worker. Soft skills are also sometimes referred to as employability skills, generic skills, key or core competencies. Soft skills complement hard skills, which are the technical requirements of a job.

Soft Skills are integral to workplace competency and, as such, must be considered in the design, customisation, delivery and assessment of vocational training programmes in an integrated and holistic way, as represented diagrammatically below.



Soft skills are very important in business. Soft skills are now recognised as key for making businesses more profitable and better places to work. Increasingly, companies aren't just assessing their current staff and future recruits on their technical skills but also on a whole host of soft skills. Especially, Service economy and the ascendance of work teams in large organizations put a new premium on people skills and relationship-building. It is essential to be technically sound, but one should also have the ability to convey the idea to the masses in the simplest possible manner.

Hence, systematic efforts should be made to develop soft skills during the training programme. Positive attitudes have to be developed in the trainees by properly guiding them and setting up examples of good attitudes by demonstrated behaviors and by the environment provided during training.

Some important **soft skills / core competencies** to be developed are:

1. Punctuality, discipline and honesty
2. Cordial relationship and Cooperation with co-workers and team Work
3. Positive attitude and behavior
4. Work ethics and dependability
5. Self esteem and confidence
6. Self-motivation and initiative
7. Flexibility/ adaptability
8. Communication Skills
9. Respect for rules and regulations
10. Concern for quality
11. Concern for health and hygiene
12. Responsibility and accountability
13. Care of equipment and tools
14. Safety consciousness and safe working practices
15. Learn continuously
16. Concern for environment and waste disposal
17. Ability to bear stress and work under pressure

Following competencies should also be developed during level-II and higher courses:

1. Ability for planning, organizing and coordinating
2. Creative thinking, problem solving and decision making
3. Leadership, delegating, appraising, motivating
4. Negotiation
5. Time management ability

In addition to above, **livelihood skills** like how to apply for a job, facing an interview, opening/ operating an bank account may also be covered.

#### Duration of the Programmes

Time taken to gain the qualification will vary according to the pathway taken and will be kept very flexible for persons with different backgrounds and experience. Duration has been prescribed in hours in the curriculum of individual module, which are based on the content and requirements of a MES Module. However, some persons may take more time than the prescribed time. They should be provided reasonable time to complete the course.

#### Pathways to acquire Qualification:

**Access to** the qualification could be through:

- An approved training programme; **Or**
- A combination of an approved training programme plus recognition of prior learning including credit transfer; **Or**
- The recognition of prior learning that provides evidence of the achievement of the competencies for the qualification.

#### Methodology

The training methods to be used should be appropriate to the development of competencies. The focus of the programme is on “performing” and not on “Knowing”. Lecturing will be restricted to the minimum necessary and emphasis to be given for ‘hands on training’.

The training methods will be individual centered to make each person a competent one. Opportunities for individual work will be provided. The learning process will be continuously monitored and feedback will be provided on individual basis.

Demonstrations using different models, audio visual aids and equipment will be used intensively.

#### Instructional Media Packages

In order to maintain quality of training uniformly all over the country, instructional media packages (IMPs) will be developed by the National Instructional Media Institute (NIMI), Chennai.

#### Assessment

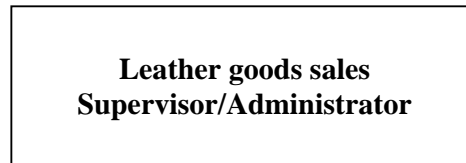
DGE&T will appoint assessing bodies to assess the competencies of the trained persons. The assessing body will be an independent agency, which will not be involved in conducting the training programmes. This, in turn, will ensure quality of training and credibility of the scheme. Keeping in view the target of providing training/testing of one million persons through out the country and to avoid monopoly, more than one assessing bodies will be appointed for a sector or an area.

#### Certificate

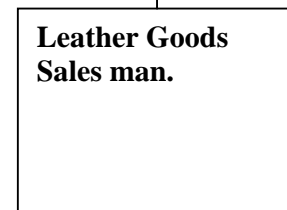
Successful persons will be awarded certificates issued by National Council for Vocational Training (NCVT).

**COURSE MATRIX**  
**LEATHER & SPORTS GOODS SECTOR**

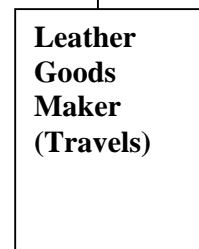
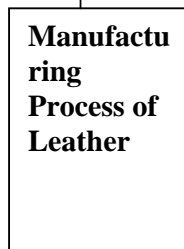
**LEVEL – III**



**LEVEL-II**



**LEVEL-I**



**MODULE-I :**

<b>1. Name</b>	<b>Leather Manufacturing Process</b>
<b>2. Sector</b>	<b>Leather &amp; Sports Goods</b>
<b>3. Entry Qualifications</b>	<b>Class – 8<sup>th</sup> Passed (Rebate – No formal education is required who are engaged in leather industries)</b>
<b>4. Terminal Competency</b>	<b>After completing the course one will be able to operate the machines and produced the process of leather.</b>
<b>5. Code</b>	<b>LEA102</b>
<b>6. Duration</b>	<b>600 Hrs .</b>
<b>7. Contents :</b>	

<b>Practical Competencies</b>	<b>Underpinning Knowledge(Theory)</b>
Familiarization with W/Shop. Knowledge of the Leather unit Section. Proper House Keeping with Safety including fire, lighting, equipments etc. Observe Hand Tools & Machineries used in sections. Observe different Leather materials including other materials.	Importance of Leather Industry in the Development of Industrial economy of country. Definition of various Terminology used in Leather manufacturing sector:- Hide, Skin, grain side, flesh side, pelt etc. Histology of hides and skins etc.
Identify different leathers used in industrial works. Identify different types of hides & skins in terms of thickness, colour, weight, smoothness etc. as per the requirements of jobs/works.	Nomenclature, specifications, standard sizes and weights of various types of hides and skins. Knowledge of fell of mongers, drencher leather, perchar etc. Sorting and grading of hides and skins.
Hand and machine used in Fleshing/unhairing, line pitman, De-hairier, Flesher, etc.and their operation. Preventive and maintenance.	Convert hide and skins leather – machine used. Smoothing and flexible of leather by machine. Process of Bark pitman. Describe – Flaying and Lime – Pitman process.
Operate different machine in leather manufacturing process such as Tanning machine, splitting machine, rolling machine etc. at the relevant stage of process. Maintenance and repairing of machines. (Electrical & Mechanical)	Knowledge of different machines used in leather manufacturing process. Safety and precautions.
Operate different type of Tanning Machines and its preventive maintenance. Preparation of chemicals used in Tanning practice on Tanning (Chrome Tanning and vegetable tanning). Maintaining the required safety.	Knowledge of different type of Tanning Machines. Different process of hides and skins by hand/machine. Processing of leathers – currier, soaking, salting etc. Safety and precautions taken in processing. Different types of chemical used in Tanning.
Operating the drum machine, summing machine, drying machine and staking machine and their preventive maintenance.	Method of drum operating/auxiliary different types of machine operation. Currier process of leather. Safety and precautions.
Grains & smoothen of Leather. Reduce thickness of hides & skins to uniform size by	Method of Tanning – Soaking, Liming, deliming, pickling etc. Strengthening of leather

splitting machine. De-hairier by hand/machine. Practice – operating on setting machine, Flayer machine staking machine. Hide and skin setter machine, fluffing procedure. Care and maintaining of above machines.	and knowledge of machine. Purpose and function of Flashing machine. De-liming process of hide and skins. Knowledge of setter/staking machine.
Practice on Post Tanning processes – Neutralization, splitting, shaving, dyeing, staker, Bark Pitman, Draying, Setting, finishing plating etc., use of suitable machines/hand practices.	Process of Post Tanning - Neutralization, splitting, shaving, buffing, dyeing, staker, Bark Pitman, Draying, Setting, finishing plating etc. Process of Softening the leather and knowledge of machines.
Identify different types of defects in hides and skins, pelt etc. and process leather, such as marks, cut, scars etc. due to improper handling of machine. Operating the buffing machine, care and maintenance.	Different types of defects in hide and skins, Pelt and process leather such as port vulture marks, cut, scars etc. Buffing process of finished leather and knowledge of buffing machine. Safety and precautions.
Antique treatment, embossing and finishing of leathers. Operating glazing machine and their care and maintenance.	Treatment of converting – hides and skins. Removes flesh from hides and skins by machine – Briefly describes the machines and procedures. Purposes – area – shapes for various uses of leathers – Industrial and consumers sizes.
Practice on each machines related with leather manufacturing. Safety, care and maintenance of each machines.	Knowledge of Glazing machine, Rolling machine. Knowledge of seasoning leather.
Checking and inspecting finished leather as per specifications. Quality assessment of finished leather. Storing of different materials. Packaging and marketing. Procedures of transportation. Knowledge of import and export of leather.	Specifications of each machine as per availability in market. Quality assurances of finished leather. Knowledge of procurement of raw materials from market and availability of machineries in market. Knowledge of the marketing of leathers. International marketing and procedures of exporting.

**LIST OF TOOLS & EQUIPMENT & MACHINERIES (MODULE-I)**  
(For a Group of 16 Trainees)

1.	Screw driver (Big)	5 nos.
2.	Screw driver (Small)	5 nos.
3.	Spanner	1 set in 7 nos.
4.	Measuring Gauge	5 nos.
5.	Hammer (2 kg)	10 nos.
6.	Tubs for washing and dyeing leather (35 cm dia)	5 nos.

**FURNITURE**

As per requirement of the Training Institute.

**MATERIALS**

**Related raw materials.**

**LIST OF MACHINES**

1.	Drum Machine	1 no.
2.	Fleshing machine	1 no.
3.	Tannery splitting machine	
	(a) Upper splitting machine	1 no.
	(b) Bottom splitting machine	1 no.
4.	Shaving machine	1 no.
5.	Staking machine	1 no.
6.	Buffing machine	1 no.
7.	Hydraulic press machine	1 no.
8.	Vacuum dyer machine	1 no.
9.	Spray machine	1 no.
10.	Measuring machine	1 no.
11.	Glazing machine	1 no.
12.	Setting machine	1 no.
13.	Summing machine	1 no.

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**Level-I**

<b>1. Name</b>	<b>Leather Garments Maker</b>
<b>2. Sector</b>	<b>Leather &amp; Sports Goods</b>
<b>3. Entry Qualifications</b>	<b>Class-VIII Passed</b>
<b>4. Terminal Competency</b>	<b>After completing the course one will be able to make leather garments.</b>
<b>5 Code</b>	<b>LEA103</b>
<b>6. Duration</b>	<b>480 hrs.</b>
<b>7. Contents: -</b>	

<b>PRACTICAL COMPETENCIES</b>	<b>UNDERPINNING KNOWLEDGE(THEORY)</b>
Basic concept and identifying different Hand Tools used for different Leather Garments & their cares. Knowledge of garments/apparel.	Basic concept of Leather Garments, Kinds & Uses, Names & Functions of Hand Tools & other Holding Devices. Process of holding the Hand Tools.
Use of different Measuring Instruments- Steel Rule Vernier Caliper, Go & No-Go Gauge, Marking gauge etc.	Use & Function of different Measuring Instruments & Gauges.
Cutting by using patterns, punching and skiving of different leather garments goods.	Classification of leather goods in garments industries and their characteristic. Purpose – sizes – shapes for Industrial and Consumer type. Selecting leather for various leather articles, types of leather used for different articles and their characteristics
Use of stitching components & stitching Practice of different garment goods.	Different types of cutting Tools – Stitching awls & Stitch components. Selecting leather quality for garment. Properties of garment leathers.
Basic knowledge of leather utilizing for garments. Sewing Practice by hand of leather garments.	Description of various fittings – Locks hardless, caners, rollers, fasteners, hinges, buckles, rivets etc. Identifications of plating and evaluations of their quality and appropriate uses.
Observe utilities of awls, clamps, stars, glass sleeker, punches, stitching, presses etc,	Types of needles & scissors, knives etc. & their utility
Grinding & sharpening of tools- scissors, knives & other cutting tools like different types of needles used in different leather garments.	Cutting edges of tools and their nomenclature
Cutting practice in different sizes & shapes of leather garments.	Types of stitching threads→ cotton, nylon, polyester and other man

	made materials.
Folding & stitching practice of Above.	Properties of threads and terminology :- Fibres, Yarns , thread no. and sizes
Punching, skiving of different leather Goods by manual process.	Measuring & layout for different shape & sizes of different leather goods.
Cutting practice followed by different measurements	Measuring & layout for different shape & sizes of different leather goods. items.
Practice to repair damaged leather goods.	Types of lining materials. Use of synthetic materials in combination with leather used for articles
Practice → cutting out, punching, skiving of different leather garments.	Adhesives employed in leather work their names and descriptions, preparation and applications. Thronging by hand, types of thronging, use of leather throngs of leather goods
Practice → making jacket, different leather garments, different uniforms etc.	Chrome leather, suitcase leather, embossed leather, betting leather, leather for industry of leather garments.
Manufacturing of different garments by Sewing Machines and other using the suitable machines.	Knowledge of different Machines used in manufacturing of leather garments.
Finishing, inspection and packaging.	Checking and testing. Concept of packaging and marketing.

**LIST OF TOOLS & EQUIPMENT & MACHINERIES (MODULE-II)**

(For a Group of 16 Trainees)

1.	Pattern	3 Nos.
2.	Clicking Dues	3 Nos
3.	Shikania (wooden) standard size	5 Nos.
4.	Vice ordinary 6" ( 15 cms.)	2 Nos.
5.	Hammers (Wooden)/mallet	10 Nos.
6.	Rampies with handles	10 Nos.
7.	Stitching awls big with handles	20 Nos.
8.	Stitching awls small 5" (14 cms.) with handles	20 Nos.
9.	Clamps wooden 30"x7 " (75x18 cms.) with wooden cup	20 Nos.
10.	Stools wooden 20"x13" (50x33 cms.) seat	20 Nos.
11.	Scissors (assorted)	05 Nos.
12.	Gig-Jag scissors	05 Nos.
13.	Measuring Gauge standard size 3"x 3" (8x8 cms)	5 Nos.
14.	Stitching needle (as per requirements)	5 Nos.
15.	Tubs for washing & dyeing wooden leather 14" dia (35 cms.)	5 Nos.
16.	Screw Driver (Big)	5 Nos.
17.	Screw Driver (Small)	5 Nos
18.	Spanner	One set 7 in Nos.
19.	Measuring Tape	04 Nos.
20.	Scale	04 Nos.

**FURNITURE**

As per requirements of Training Institute.

**LIST OF MACHINES**

1.	Skiving Machine	02 Nos.
2.	Sewing Machines with Stand and Motors	04 Nos.
3.	Gig-Jag Sewing Machines	04 Nos.
4.	Interlocking Machines	04 Nos.
5.	Two Needle Sewing Machines	02 Nos.

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**LEVEL-I**

- 1. Name** **Leather & Sports Goods maker**
- 2. Sector** **Leather & Sports Goods**
- 3. Entry Qualifications** **Class-VIII Passed**
- 4. Terminal Competency** **After completing the course the persons will be able to make various Sports goods & Leather Goods.**
- 5. Code** **LEA104**
- 6. Duration** **480 hrs .**
- 7. Contents :-**

<b>Practical Competencies</b>	<b>Underpinning Knowledge(Theory)</b>
Identify various hand tools. Care & maintenance of hand tools Indenting procedure from store	Basic concept of raw materials used in manufacturing of Leather Goods & sports goods. Introduction to hand tools & their identification → Vice, hammer, steel rule, scale etc.
Using different measuring instruments used in manufacturing of different Leather Goods & Sports Goods.	Different measuring instruments→ Used in manufacturing of Leather Goods & Sports goods like marking gauge, micro dial measuring gauge and other measuring instruments etc.
Cutting by using patterns, punching and skiving various Sports Goods, straps, rug, parcel carriers, dog belt, optical case, camera case etc.	Classification of materials and their Characteristic, used in Leather Goods & Sports goods. Purposes – sizes – shapes for Consumer type.
Use of stitching components and stitching practice.	Different types of cutting Tools
Handling of the different hand tools for stitching operation	Stitching awls & stitching components with clamps. Utility, functions, nomenclature, operation principles of each components
Handling of the hand tools for operation.	Types of needles and scissors knives etc. and their utility.
Observing utilities of awls, clamps, stars , glass sleeker, punches, stitching, presses etc,	Types of needles & scissors, knives etc. & their utility
Grinding & sharpening of tools- scissors, knives & other cutting tools like different types of needles used in	Cutting edges of tools and their nomenclature

different Leather goods.	
Cutting practice in different sizes & shapes sports goods like foot ball, volley ball, base ball, basket ball, cricket ball, gloves, sports carrier etc.	Types of stitching threads→ cotton, nylon, polyester and other man made materials.
Folding & stitching practice of above.	Properties of threads and terminology - Fibres, Yarns , thread no. and sizes
Punching, skiving of different sports Goods	Measurement & layout for different shape & sizes of different sports goods.
Repairing damaged Sports Goods and Leather Goods used Hand tools, Measuring Instruments and Machines.	
Practice → cutting out , punching, skiving of different Leather Goods & sports goods	Knowledge of maintaining and minor repair of machines used in manufacturing Leather & sports goods.
Practice → making all types of sports goods / Leather Goods.	Standard – BIS and International standards.
Operation of different Machines used in Leather & Sports goods sectors.	Knowledge of different Machines used in Leather & Sports goods sectors.
Finishing, inspection and packaging.	Checking and testing, concept of packaging and marketing.

**LIST OF TOOLS & EQUIPMENT (MODULE – III)**  
**(For a Group of 16 Trainees)**

1.	Presses 17”x 8” (44x22 cms.)	3 Nos.
2.	Presses 13”x6 “ (34x15 cms.) for rounding	3 Nos.
3.	Vice for mouth stitching complete with cup standard size	10 Nos.
4.	Inflators	5 Nos.
5.	Brass cups according to the size of the ball	5 Nos.
6.	Shikania (wooden) standard size	5 Nos.
7.	Vice ordinary 6” ( 15 cms.)	2 Nos.
8.	Kundies wooden standard size of gola	10 Nos.
9.	Hammers 2 Kg.	10 Nos.
10.	Rampies with handles	10 Nos.
11.	Stitching awls big with handles	20 Nos.
12.	Stitching awls small 5” (14 cms.) with handles	20 Nos.
13.	Clamps wooden 30”x7 “ (75x18 cms.) with wooden cup	20 Nos.
14.	Stools wooden 20”x13” (50x33 cms.) seat	20 Nos.
15.	Lattos wooden standard size	20 Nos.
16.	Brass patterns for cup pieces according to ball size	10 Nos.
17.	Marking Gauge standard size 3”x 3” (8x8 cms)	5 Nos.
18.	Go and no-go gauge	5 Nos.
19.	Stitching needle 4” (10 cms.)	5 Nos.
20.	Wood Plankes with nails 3’x5’ (90x150 cms.) (for polishing hockey & cricket balls)	5 Nos.
21.	Tubs for washing & dyeing wooden leather 14” dia (35 cms.)	5 Nos.
22.	Screw Driver (Big)	5 Nos.
23.	Screw Driver (Small)	5 Nos.
24.	Spanner	One set 7 in Nos.
25.	Industrial Stitching Machine with stands	8 Nos.
26.	Different types of Templates used for manufacturing different sports goods.	1 No. each.

**FURNITURE**

As per requirements of Training Institute.

**LIST OF MACHINES**

1.	Skiving Machine	02 Nos.
2.	Sewing Machines with Stand and Motors	04 Nos.
3.	Gig-Jag Sewing Machines	04 Nos.
4.	Interlocking Machines	04 Nos.
5.	Two Needle Sewing Machines	02 Nos.

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**Level-I**

<b>1. Name</b>	<b>Leather Goods(Travels) Maker</b>
<b>2. Sector</b>	<b>Leather &amp; Sports Goods</b>
<b>3. Entry Qualifications</b>	<b>Class-VIII Passed</b>
<b>4. Terminal Competency</b>	<b>After completing the course one will be able to make leather luggage goods, briefcase, suitcase, attaché etc</b>
<b>5. Code</b>	<b>LEA105</b>
<b>6. Duration</b>	<b>480 hrs.</b>
<b>7. Contents :-</b>	

<b>PRACTICAL COMPETENCIES</b>	<b>UNDERPINNING KNOWLEDGE(THEORY)</b>
Identifying different Hand Tools used for different Leather luggage and travelers bags.	Kinds & Uses, Names & Functions of Hand Tools & other Holding Devices. Process of holding the Hand Tools.
Using different Measuring Instruments- Steel Rule Vernier Caliper, thickness Snap Gauge, Marking gauge etc.	Use & Function of different Measuring Instruments & Gauges.
Cutting by using patterns, punching and skiving attaché, suitcase and different leather bags.	Selection of leather for various leather articles, types of leather used for different articles and their characteristics. Classifying leather luggage goods and their characteristic. Purpose – sizes – shapes for Industrial and Consumer type.
Using stitching components & stitching Practice – attaché, suitcase and different leather bags.	Different types of cutting Tools – Stitching awls & Stitch components.
Sewing Practice by hand – school bags and other different traveler bags.	Description of various emblems and ornaments locks, fasteners. Identifying plating and evaluations of their quality and appropriate uses.
Observing utilities of awls, clamps, stars glass sleeker, punches, stitching, presses etc,	Types of needles, scissors, knives and emblem etc. and their utility.
Grinding & sharpening of tools- scissors, knives & other cutting tools like different types of needles used in different leather goods.	Cutting edges of tools and their nomenclature
Cutting practice in different sizes & shapes of leather goods like rug, parcel carriers, dog belt, optical case, camera case etc.	Characteristic of stitching threads→ cotton, nylon, polyester and other man made materials.
Folding & stitching practice of above	Properties of threads and terminology :-Fibres, Yarns , thread no. and sizes
Punching, skiving of different leather Goods by manual process.	Measurement & layout for different shape & sizes of different leather travelers luggage goods.

Cutting practice followed by different Measurements.	Measurement & layout for different shape & sizes of different leather Goods items.
Practice to repair damaged leather traveler's luggage goods.	Types of lining materials. Using synthetic materials in combination with leather used for articles
Practice → cutting out , punching, skiving of different leather travelers luggage goods.	Adhesives employed in leather work, their names and descriptions, preparation and applications.
Practice → Making the leather travelers luggage bags including briefcase, hold dole, suitcase etc.	Chrome leather, suitcase leather, embossed leather, betting leather, leather for industry of leather goods.
Operating different Machines used for manufacturing luggage and traveler bags.	Knowledge of different Machines used for manufacturing luggage and traveler bags.

**LIST OF TOOLS & EQUIPMENT & MACHINERIES (MODULE-IV)**

**(For a Group of 16 Trainees)**

1.	Presses 17"x 8" (44x22 cms.)	3 Nos.
2.	Presses 13"x6 " (34x15 cms.) for rounding	3 Nos.
3.	Vice for mouth stitching complete with cup standard size	10 Nos.
4.	Inflators	5 Nos.
5.	Brass cups according to the size of the ball	5 Nos.
6.	Shikania (wooden) standard size	5 Nos.
7.	Vice ordinary 6" ( 15 cms.)	2 Nos.
8.	Kundies wooden standard size of gola	10 Nos.
9.	Hammers 2 Kg.	10 Nos.
10.	Rampies with handles	10 Nos.
11.	Stitching awls big with handles	20 Nos.
12.	Stitching awls small 5" (14 cms.) with handles	20 Nos.
13.	Clamps wooden 30"x7 " (75x18 cms.) with wooden cup	20 Nos.
14.	Stools wooden 20"x13" (50x33 cms.) seat	20 Nos.
15.	Lattos wooden standard size	20 Nos.
16.	Brass patterns for cup pieces according to ball size	10 Nos.
17.	Marking Gauge standard size 3"x 3" (8x8 cms)	5 Nos.
18.	Go and no-go gauge	5 Nos.
19.	Stitching needle 4" (10 cms.)	5 Nos.
20.	Wood Plankes with nails 3'x5' (90x150 cms.) (for polishing hockey & cricket balls)	5 Nos.
21.	Tubs for washing & dyeing wooden leather 14" dia (35 cms.)	5 Nos.
22.	Screw Driver (Big)	5 Nos.
23.	Screw Driver (Small)	5 Nos.
24.	Spanner	One set 7 in Nos.

**FURNITURE**

As per requirement of Training Institute.

**LIST OF MACHINES**

1.	Industrial different sewing machines with stand	8 Nos.
2.	Flat Bed Sewing Machine	2 Nos.
3.	Post Bed Sewing Machine	2 Nos.
4.	Cylinder Bed Sewing Machine.	2 Nos.

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**LIST OF TOOLS & EQUIPMENT & MACHINERIES FOR *MODULE -V* LEATHER SHOES  
& LEATHER SPORTS SHOES**  
(For a batch of 16 trainees)

<b><u>SL NO.</u></b>	<b><u>NAME OF THE ARTICLES</u></b>	<b><u>QUANTITY</u></b>
1.	Wooden Clamps	16 Nos.
2.	Awls Welt Stitching	16 Nos.
3.	Awls Sole Stitching	16 Nos.
4.	Pricking awls	16 Nos.
5.	Scissors	16 Nos.
6.	Knives rampes	16 Nos.
7.	Pinchers	16 Nos.
8.	Compasses	16 Nos.
9.	Measuring tapes	16 Nos.
10.	Shoe Hammers	16 Nos.
11.	Kit boxes 375x250x200mm	16 Nos.
12.	Stone slabs (Marbles/ cuddappa)	16 Nos.
13.	Size taps shoe makers	16 Nos.
14.	Wooden blocks	16"
15.	Lasts (Wooden, PVC, Aluminium etc)	16"
16.	Nail pullers	16"
17.	Iron lasts three lags	02"
18.	Iron ( for part waist)	05"
19.	Indicating scissors	16"
20.	Sole decorating wheels	04"
21.	Edge setters	08"
22.	Shoe maker's knives	16 Nos.
23.	Punches of sizes & designs	16"
24.	Glass plate (3mm-5mm thick) 750mmx 500mm	01 No.
25.	Adhesives containers	16 pairs
26.	Stove/Heater 1000 w	02 Nos.
27.	Enamel basin	04"
28.	Polishing brushes	04"
29.	Oil Slone (25x 50x 150mm)	06"
30.	Micrometer (0 to 25mm)	06"
31.	Spring divider	16"

**FURNITURE**

As per requirements of Training Institute

**LIST OF MACHINES**

1.	Sewing arm cylinder Press of upper and bottom	1 No.
2.	Single needle sewing machine	1 No.
3.	Post Bed sewing machine	1 No.
4.	Cylinder Bed sewing machine	1 No.
5.	Twin needle sewing machine with edge cutter	1 No.
6.	Gig-Jag sewing machine	1 No.
7.	Inter locking sewing machine	1 No.
8.	Splitting machine	1 No.
9.	Skiving machine	1 No.
10.	Upper skiving machine	1 No.
11.	Sole laying press machine	1 No.
12.	Heat activator	1 No.
13.	Combined finishing machine	1 No.

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**LEVEL-II**

- 1. Name** **Pattern & Template Maker  
(Leather & Sports Goods)**
- 2. Sector** **Leather & Sports Goods**
- 3. Entry Qualifications** **Class – XII Passed+Any one of the Level-I Course  
(LEA101-106)  
(Computer literate candidate may get suitable rebate  
of 160 Hours)**
- 4. Terminal Competency** **After completing the course the persons  
will be able to make pattern & Template of various  
leather products.**
- 5. Code** **LEA207**
- 6. Duration** **480 hrs .**
- 7. Contents :**

<b>Practical Competencies</b>	<b>Underpinning Knowledge(Theory)</b>
Basic Introduction -Free hand sketching of basic designs of leather goods & sports goods for shapes & sizes in workshop. Basic idea of Pattern & Design, Template & Design.	Procedure of free hand sketch of different goods & sports goods. Two dimensional and geometrical designing Three dimensional & geometrical designing
Designing the components follow up pattern cutting and template making of different leather & sports goods.	Basic idea of Pattern. Knowledge of Designing & grading the pattern of different leather & sports items
Making of Design the Templates.	Making of Template & different types of materials used in making Template
Making and form cutting of different leather & sports goods	Lay out of leather goods & sports goods according to the requirements of components.
Maintaining standard measurements of different leather & sports goods	Pattern cutting and Template making for various items & leather sports goods –
Preservation and storing of raw materials	Preparation of estimated cost sheet
Different types of treatment for storages	Economical adjustment of pattern of cutting leather for various leather & sports goods.
Wastage, its proportion and limits, waste cutting and their utilization.	Calculating consumption and wastage of materials
Pattern cutting practice and template making as per standard dimensions of various leather & sports goods.	Idea of quality in pattern making and template cutting of leather & sports goods.
Operating and practicing of computer using computer aided design software (Application of Auto CAD)	Basic principle of operation of computer.

**LIST OF TOOLS & EQUIPMENT FOR (MODULE NO – VI) OF PATTERN & TEMPLATE  
MAKER OF LEATHER & SPORTS GOODS**

(For a Group of 16 Trainees)

1.	Drawing Instrument Box	16 sets
2.	Scale set card board in case (metric)	16 sets
3.	Set square celluloid 45° (250 X 1.5mm)	16 sets
4.	Set square celluloid 60°(250 X 1.5mm)	16 sets
5.	French curved ( set of 12 celluloid)	16 sets
6.	Drawing Board (700 x 500mm) IS 1444	16 nos.
7.	Tee- Square (700 mm blade)	16 nos
8.	Steel Rule 300mm (millimeters)	16 nos
9.	International Standard Pattern	4 nos.each
10.	Universal Drafting (1500 x 1000 ) Machine.	2 nos
11.	Compasses	16nos
12.	Measuring & Size Tapes	16nos each
13.	Diagonal Scale	16nos
14.	Drawing Table with corrugated Board (150 x 90 x10cm)	16nos
15.	Stools for Trainees	16nos
16.	Almirah	2 nos
17.	Wooden Geometry Box for Black-Board work	1 set
18.	Computer with latest configuration	2 nos.
19.	Related Software	1 set
20.	Plotter (A4 size)	1 no.
21.	Different Scissors	1 set

**FURNITURE**

As per requirement of the Institute.

**LIST OF MACHINES**

1.	Hand clicking	
	(a) Knife	4 nos.
	(b) Board	4 nos.
2.	Grading Machine	1 no.
3.	Sharing Machine	1 no.
4.	Grinding Machine (Bench)	1 no.

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**LEVEL – II**

<b>1. Name</b>	<b>Pattern &amp; Template Maker (Leather Shoes &amp; Leather Sports Shoes)</b>
<b>2. Sector</b>	<b>Leather &amp; Sports Goods</b>
<b>3. Entry Qualifications</b>	<b>Class – XII Passed + Any one of the Level-I Course (LEA101-106) (Computer literate candidate may get suitable rebate of 160 hours)</b>
<b>4. Terminal Competency</b>	<b>After completing the course the persons will be able to make pattern and template of various leather shoes &amp; Leather Sports Shoes.</b>
<b>5. Code</b>	<b>LEA208</b>
<b>6. Duration</b>	<b>480 hrs.</b>
<b>7. Contents:</b>	

<b>Practical Competencies</b>	<b>Underpinning Knowledge(Theory)</b>
Basic idea of free hand sketching. Basic designs of leather shoes & sports shoes for shapes & sizes in workshop. Advantage and disadvantage of foot sizes.	Procedure of free hand sketch of different leather shoes & sports shoes. Knowledge of making of last. Knowledge of anatomy of foot. Two dimensional and geometrical designing Three dimensional & geometrical designing
Designing the components follow up pattern cutting and template making of different leather shoes & sports shoes	Designing the pattern of different sports items. Advantage and disadvantage of pattern cutting and template making.
Drawing of different sports shoes as per standard sizes.	Designing template making, knowledge of analogy of foot.
Designing and form cutting for different leather shoes & sports shoes.	Lay out of leather shoes & sports shoes.
Maintaining standard measurements of different leather shoes & sports shoes	Pattern cutting and template making – leather shoes & sports shoes. Advantages and disadvantages of pattern cutting and template making.
Different types of treatment for storages	Economical adjustment of cutting leather for various leather shoes & sports shoes.
Preservation and storing of raw materials	Knowledge of making different cost and preparation of cost sheets.
Wastage, its proportion and limits, waste cutting and their utilization.	Calculating consumption and wastage materials
Practice → sketching of as per standard dimension of various leather & sports shoes.	Knowledge of sizes system of different leather shoes & sports shoes.
Operating computer using computer aided design software (Application of Auto CAD)	Basic principle of operation of computer.

**LIST OF TOOLS & EQUIPMENT FOR (MODULE NO – VII) OF PATTERN & TEMPLATE  
MAKER OF LEATHER SHOES & LEATHER SPORTS SHOES**

(For a Group of 16 Trainees)

1.	Drawing Instrument Box	16 sets
2.	Scale set card board in case(metric)	16 sets
3.	Set square celluloid 45° ( 250 X 1.5mm)	16 sets
4.	Set square celluloid 60° ( 250 X 1.5mm)	16 Sets
5.	French curved ( set of 12 celluloid)	16 Sets
6.	Drawing Board ( 700 x500mm) IS 1444	16 nos.
7.	Tee- Square (700mm blade)	16nos
8.	Steel Rule 300mm (millimeters)	16nos
9.	International Standard Pattern	4 nos. each
10.	Universal Drafting (1500 x 1000 ) Machine.	4 nos
11.	Compasses	16nos
12.	Measuring & Size Tapes	16nos each
13.	Diagonal Scale	16nos
14.	Drawing Table with corrugated Board (150 x 90 x10cm)	16nos
15.	Wooden Geometry Box for Black-Board work	1 set
16.	Computer with latest configuration	4 nos.
17.	Related Software	1 no. (4 users)
18.	Various types of lasts (wooden, pvc & aluminium)	16 nos.
19.	Plotter (A-4 size)	1 no.
20.	Different scissors	1 set

**FURNITURE**

**As per requirements of Training Institute**

**LIST OF MACHINES**

1.	Hand clicking	
	(a) Knife	4 nos.
	(b) Board	4 nos.
2.	Grading Machine	1 no.
3.	Sharing Machine	1 no.
4.	Grinding Machine (Bench)	1 no.

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**LEVEL – II**

1. **Name** : **Leather Goods Salesman**
2. **Sector** : **Leather & Sports Goods Sector.**
3. **Entry Qualification** : **10<sup>th</sup> class passed with age at least 16 years+Any one of the Level-I Course (LEA101-106)**
4. **Terminal Competency** : **After completion of the course, one should be able to Market/Sale Leather Goods**
5. **Code** : **LEA209**
6. **Duration** : **240 hrs.**
7. **Contents** :

<b>Practical Competencies</b>	<b>Underpinning Knowledge(Theory)</b>
Communication and customer care, Hospitality and behaviour skill Development	Terminology used in Leather Industry Principle of customer Relationship Management
Field visit to various leather processing and leather goods manufacturing	Understanding the various stages of leather processing and leather goods manufacturing
Quality/Checking/ Testing of different leather goods & Leather sports goods by material, pasting& stitching, measurement & weight.	Knowledge of Quality/Checking/ Testing method of different leather goods & Leather sports goods. Concept of quality assurance. Idea of sales services.
Checking the finishing of leather goods and sports goods. Defects found & their remedies	Process of checking of finishing of the products. Process of remedies of defects of the products
Proper packaging practices of the products.	Method of proper packaging of the products
Proper storing practices of the products	Method of proper storing of the products.
Use of proper transporting system.	Selection method of transporting system.
Calculating cost of the finished products.	Calculation procedure of cost of the products considering over head cost.
Marketing through agents, salesman, retailers etc.	Process of marketing.
Using computer in marketing.	Knowledge of computer in marketing.
Using internet and E-mail in international marketing.	Process of marketing in international Market.

**Tools & Equipment**

- |                          |        |
|--------------------------|--------|
| 1. Lap top with Internet | 2 nos. |
| 2. Telephone with STD    | 1 nos. |
| 3. Mobile Phone          | 2 nos. |

**FURNITURE**

**As per requirement of Training Institute.**

**LIST OF MACHINES**

- |                             |       |
|-----------------------------|-------|
| 1. Flexing Testing Machine  | 1 no. |
| 2. Colour Testing Machine   | 1 no. |
| 3. Hardness Testing Machine | 1 no. |
| 4. Adhesion Testing Machine | 1 no. |
| 5. Tensile Testing Machine  | 1 no. |
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**LEVEL – III**

- 1. Name** leather Goods Supervisor/Administrator
- 2. Sector** **Leather & Sports Goods**
- 3. Entry Qualifications** **Class – XII Passed+Any one of theLevel-2 course (LEA207-209)**
- 4. Terminal Competency** **After completing the course the persons will be able to supervise production/sales worker in the field of Leather & Sports Goods Sector.**
- 5 Code.** **LEA310**
- 6. Duration** **200 hrs.**
- 7. Contents:**

<b>Practical</b>	<b>Theory</b>
Field visit to various leather processing and leather goods manufacturing	Understanding the various stages of leather processing and leather goods manufacturing
Quality/Checking/ Testing of different leather goods & Leather sports goods by material, pasting& stitching, measurement & weight.	Knowledge of quality/checking/Testing method of different leather goods & Leather sports goods.
Checking the finishing of leather goods and sports goods. Defects found & their remedies	Process of checking of finishing of the products. Process of remedies of the products
Practicing proper packaging of the products.	Method of proper packaging of the products
Practicing proper storing of the products	Method of proper storing of the products.
Use of proper transporting system.	Selection method of transporting system.
Calculating cost of the finished products.	Calculation procedure of cost of the products considering over head cost.
Marketing through agents, salesman, retailers etc.	Process of marketing.
Using computer in marketing.	Knowledge of computer in marketing.
Using internet and E- mail in international marketing.	Process of marketing in international Market.
Practice of CRM:-Marketing and soft skill, leadership, problem solving, decision making skill	Knowledge of CRM (Customer related management)

**LIST OF TOOLS & EQUIPMENTS OF (MODULE NO – IX)**  
**Leather Goods Supervisor/Administrator**

1.	Thickness checking Gauge	4 Nos.
2.	Steel rule 300 mm	4 Nos.
3.	Adjustable Outside Caliper	4 Nos.
4.	Adjustable Inside Caliper	4 Nos.
5.	Personnel Computer	4 Nos.
	(Processor:- core-2 duo,2GHz(Intel)	
	Motherboard:-965 original(Intel)	
	Ram:- 1 GB DDR-2 (Transcend)	
	Hard Disc:-160 GB	
	Floppy Drive	
	Monitor:-19”TFT(AOC)	
	DVDROM Drive(Samsung)	
	DVD Writer:- Dual Layer(Samsung)p	
	Key board:- Multimedia(I ball)	
	Mouse:- Original (I-Ball Blue eye)	
	Speaker:- 340 W ( Front bench)	
	Cabinet:-ATX tower	
6.	Network interface card (NIC) external	1 No.
7.	Printer	4 Nos.
8.	Pen drive (1 GB/2 GB)	4 Nos.
9.	Modem External	1 No.
10.	Fax machine	1 No.
11.	Cell phone	2 Nos.
12.	Telephone answering	2 Nos.
13.	Telephone	2 Nos.
14.	Intercom system	1 No.
15.	Computer Table	4 Nos.
16.	Computer chair	4 Nos.

**FURNITURE**

**As per requirement of Training Institute.**

**LIST OF MACHINES**

1.	Flexing Testing Machine	1 no.
2.	Colour Testing Machine	1 no.
3.	Hardness Testing Machine	1 no.
4.	Adhesion Testing Machine	1 no.
5.	Tensile Testing Machine	1 no.

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**List of Members attended the Trade Committee Meeting for designing the course Curriculum under SKILL DEVELOPMENT INITIATIVE SKILLS (SDIS) based on Modular Employable Skills (MES) in LEATHER & SPORTS GOODS SECTOR held on 11.01.2008**

<b><u>Sl.No.</u></b>	<b><u>Name of Member &amp; Designation</u></b>	<b><u>Representing Organisation</u></b>	
	S/Sri		
1.	S.D.Lahiri, Director	CSTARI., Salt Lake, Kol-91	Chairman
2.	S.K. Sarkar, Scientist in charge	Central Leather Res. Instt.	Member
3.	Dilip Charkaborty, Dy. Director (L/F)	MSME-DI, SISI, Kolkata	Member
4.	P.C. Mukherjee, Consultant	Safety Products & Services Dum Dum, Kolkata-74	Member
5.	A.K. Basu, Supdt.	G.C..E.L.T. Kolkata	Member
6.	Mrinal Chakraborty	C.F.T.C (Tet. Dept)	Member
7.	P.K.Ghosh, Manager -Lab	BATA INDIA LTD.	Member
8.	Surojit Mondal, Principal	ITI., Kalyani	Member
9.	Anil Kumar, Jt. Director	CSTARI., Salt Lake, Kol.	Member
10.	R.R. Mannewar, Dy. Director	-do-	Member
11.	G. Giri, Dy. Director	RDAT., Kolkata	Member
12.	A. Chakraborti, ADT	CSTARI., Salt Lake, Kol.	Member
13.	Smt. Aditi Ghose	BENSON INDUSTRIES	Member
14.	R.N. Manna, Trg. Officer	CSTARI., Salt Lake, Kol.	Member
15.	S.B. Sardar, Trg. Officer	-do-	Member
16.	Hrishikesh Giri, Supervisor	ITI., Howrah Homes	Member
17.	P.K.Dutta, Trg. Officer	CSTARI., Salt Lake, Kol.	Member

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