

## Qualification Pack



# Jr. Digital Film Restoration Artist

QP Code: MES/Q2807

Version: 1.0

NSQF Level: 3

Media & Entertainment Skills Council || Commercial premises No Ja522, 5th Floor, DLF Tower A, Jasola,  
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## Qualification Pack

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## Qualification Pack

### MES/Q2807: Jr. Digital Film Restoration Artist

#### Brief Job Description

An individual at this job role is responsible to make clear vision of film by removing dust, image stabilization, de-wrap, de-spot, de-stain the film as well as clean the audio system.

#### Personal Attributes

Individual at this job role have creative and knowledge of use of computer, manual dust boosting, arranging the film records and manage the records.

#### Applicable National Occupational Standards (NOS)

##### Compulsory NOS:

1. [MES/N2849: Analyse applied technology used in digital film restoration](#)
2. [MES/N2850: Carryout manual dust busting and Dust Busting using automation](#)
3. [MES/N2851: Analyse "Undo" Process](#)
4. [MES/N2852: Conduct quality check](#)
5. [MES/N0104: Maintain Workplace Health & Safety](#)

#### Qualification Pack (QP) Parameters

<b>Sector</b>	Media & Entertainment
<b>Sub-Sector</b>	Print, Film, Digital
<b>Occupation</b>	Production, Editing, Asset Creation
<b>Country</b>	India
<b>NSQF Level</b>	3
<b>Credits</b>	15
<b>Aligned to NCO/ISCO/ISIC Code</b>	NCO-2015/2654.0400



## Qualification Pack

<b>Minimum Educational Qualification &amp; Experience</b>	10th Class OR I.T.I (2 years after class 8th)
<b>Minimum Level of Education for Training in School</b>	
<b>Pre-Requisite License or Training</b>	NA
<b>Minimum Job Entry Age</b>	18 Years
<b>Last Reviewed On</b>	NA
<b>Next Review Date</b>	31/03/2027
<b>NSQC Approval Date</b>	31/03/2022
<b>Version</b>	1.0
<b>Reference code on NQR</b>	2022/ME/MESC/05698
<b>NQR Version</b>	1.0

### Remarks:

Nature of qualification is to teach AR/VR developing process, use of application in designing various module (animation, modelling, texturing and gaming) and purpose is to provide job and entrepreneurship/freelance opportunity as AR-VR Developer in M&E Industry. This qualification is for the training purpose for degree courses (university / colleges) as well as for Short Term Course

## Qualification Pack

### MES/N2849: Analyse applied technology used in digital film restoration

#### Description

This unit is about use of technology used to restore film and the process followed before digitization, All the processes which are followed before Digitization such as repair, splice joints, Physical cleaning, Ultrasonic cleaning. Analyse and define different types of deterioration

#### Scope

The scope covers the following :

- Identify and demonstrate the used of technology used to restore film
- Elaborate about the process followed before digitization

#### Elements and Performance Criteria

##### *Analyse technology for digital film restoration*

To be competent, the user/individual on the job must be able to:

- PC1.** Identify the technology used to restore film
- PC2.** Analyse splice Bump defect in a Static shot and in a moving shot
- PC3.** Working Knowledge about rectifying splice
- PC4.** Determine Factors which affect the stabilization of a film like translation rotation and zoom
- PC5.** Analyse Different types of deterioration
- PC6.** Explanation of different terminologies used to define defects - Dust, Scratch, Splice marks, Warp, Stain, Flicker, Gate hair etc

##### *Follow process for before digitization*

To be competent, the user/individual on the job must be able to:

- PC7.** Processes followed before Digitization - repair, splice joints, Physical cleaning, Ultrasonic cleaning
- PC8.** Digitization of film and resolution
- PC9.** Concepts of Frames, Shots, Reels, Frame per sec, pixels etc

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** different types of deterioration
- KU2.** working of rectifying splice
- KU3.** Factors which affect the stabilization of a film like translation rotation and zoom
- KU4.** Difference between colour models RGB and HSV
- KU5.** use of clone tool, ROI tools and reference frame concepts
- KU6.** export Restoration report, EDL etc.
- KU7.** visualize a Splice Bump defect in a Static shot and in a moving shot

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- KU8.** the portions of actual content being removed during the process of Dust busting
- KU9.** relate between file size, bit depth and resolution.
- KU10.** how to use History Brush
- KU11.** different modes that are used to nail down the portions that has to be recovered
- KU12.** safe working practices for own job role
- KU13.** various types of file formatting process
- KU14.** play back software and the navigation Menus
- KU15.** applicable health and safety guidelines.

## Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** restore a project
- GS2.** remove splice mark after fixing warp in an image
- GS3.** to import a project and an annotation
- GS4.** the processes which are followed before Digitization such as repair, splice joints, Physical cleaning, Ultrasonic cleaning
- GS5.** define different types of deterioration
- GS6.** define different terminologies used to define defects such as Dust, Scratch, Splice marks, Warp, Stain, Flicker, Gate hair etc.
- GS7.** define the concepts of Frames, Shots, Reels, Frame per sec, pixels etc
- GS8.** how to deal with:File conversions, File compression and expansion, Transmission of digital files.
- GS9.** foresee technical and creative issues that may arise during production/postproduction and resolve issues proactively.
- GS10.** conflict management and negotiation skills

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Analyse technology for digital film restoration</i>	<b>30</b>	<b>55</b>	-	-
<b>PC1.</b> Identify the technology used to restore film	5	-	-	-
<b>PC2.</b> Analyse splice Bump defect in a Static shot and in a moving shot	5	-	-	-
<b>PC3.</b> Working Knowledge about rectifying splice	5	-	-	-
<b>PC4.</b> Determine Factors which affect the stabilization of a film like translation rotation and zoom	5	-	-	-
<b>PC5.</b> Analyse Different types of deterioration	5	-	-	-
<b>PC6.</b> Explanation of different terminologies used to define defects - Dust, Scratch, Splice marks, Warp, Stain, Flicker, Gate hair etc	5	-	-	-
<i>Follow process for before digitization</i>	<b>15</b>	-	-	-
<b>PC7.</b> Processes followed before Digitization - repair, splice joints, Physical cleaning, Ultrasonic cleaning	5	-	-	-
<b>PC8.</b> Digitization of film and resolution	5	-	-	-
<b>PC9.</b> Concepts of Frames, Shots, Reels, Frame per sec, pixels etc	5	-	-	-
<b>NOS Total</b>	<b>45</b>	<b>55</b>	-	-



## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	MES/N2849
<b>NOS Name</b>	Analyse applied technology used in digital film restoration
<b>Sector</b>	Media & Entertainment
<b>Sub-Sector</b>	Film, Television, Advertising, Digital
<b>Occupation</b>	Production
<b>NSQF Level</b>	3
<b>Credits</b>	2
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	31/03/2027
<b>NSQC Clearance Date</b>	31/03/2022

## Qualification Pack

# MES/N2850: Carryout manual dust busting and Dust Busting using automation

## Description

This unit is about describing and demonstrating the usage of various tools to carryout dust busting process

## Scope

The scope covers the following :

- Carryout dust busting process
- Describe and demonstrate the usage of various tools

## Elements and Performance Criteria

### *Carryout dust busting process*

To be competent, the user/individual on the job must be able to:

- PC1.** Remove splice mark after fixing warp in an image.
- PC2.** Apply repair filter to all channels, working with sensitivity.
- PC3.** Using Clone tool to rectify moving defects using reference frame concepts, use ROI tools to restrict movements
- PC4.** Understanding of colour model RGB Vs HSV
- PC5.** Extract grains from input, de-grain & re-grain as required
- PC6.** Restoring a project.
- PC7.** Importing a project, Importing an annotation.

### *Describe and Demonstrate usage of various tools*

To be competent, the user/individual on the job must be able to:

- PC8.** Visualizing a Splice Bump defect in a Static shot and in a moving shot.
- PC9.** Various Correction mode e.g vertical, horizontal D warp, translation D warp
- PC10.** Capability to work with ROI.
- PC11.** Using traditional touch up methods to remove splice mark after fixing warp in an image.
- PC12.** Visualizing a Splice Bump defect in a Static shot and in a moving shot.
- PC13.** Exporting Restoration report, EDL etc.
- PC14.** Extract grains from input, de-grain & re-grain as required.

## Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** different types of deterioration
- KU2.** working of rectifying splice
- KU3.** Factors which affect the stabilization of a film like translation rotation and zoom

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- KU4.** Difference between colour models RGB and HSV
- KU5.** use of clone tool, ROI tools and reference frame concepts
- KU6.** export Restoration report, EDL etc.
- KU7.** visualize a Splice Bump defect in a Static shot and in a moving shot
- KU8.** the portions of actual content being removed during the process of Dust busting
- KU9.** Explanation of different terminologies used to define defects -Dust, Scratch, Splice marks, Warp, Stain, Flicker, Gate hair etc
- KU10.** relate between file size, bit depth and resolution.
- KU11.** how to use History Brush
- KU12.** different modes that are used to nail down the portions that has to be recovered
- KU13.** safe working practices for own job role
- KU14.** various types of file formatting process
- KU15.** play back software and the navigation Menus
- KU16.** applicable health and safety guidelines.

## Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** restore a project
- GS2.** remove splice mark after fixing warp in an image
- GS3.** to import a project and an annotation
- GS4.** the processes which are followed before Digitization such as repair, splice joints, Physical cleaning, Ultrasonic cleaning
- GS5.** define different types of deterioration
- GS6.** define different terminologies used to define defects such as Dust, Scratch, Splice marks, Warp, Stain, Flicker, Gate hair etc.
- GS7.** define the concepts of Frames, Shots, Reels, Frame per sec, pixels etc
- GS8.** how to deal with:File conversions, File compression and expansion, Transmission of digital files.
- GS9.** foresee technical and creative issues that may arise during production/postproduction and resolve issues proactively.
- GS10.** conflict management and negotiation skills

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Carryout dust busting process</i>	<b>16</b>	<b>66</b>	-	-
<b>PC1.</b> Remove splice mark after fixing warp in an image.	3	-	-	-
<b>PC2.</b> Apply repair filter to all channels, working with sensitivity.	3	-	-	-
<b>PC3.</b> Using Clone tool to rectify moving defects using reference frame concepts, use ROI tools to restrict movements	2	-	-	-
<b>PC4.</b> Understanding of colour model RGB Vs HSV	2	-	-	-
<b>PC5.</b> Extract grains from input, de-grain & re-grain as required	2	-	-	-
<b>PC6.</b> Restoring a project.	2	-	-	-
<b>PC7.</b> Importing a project, Importing an annotation.	2	-	-	-
<i>Describe and Demonstrate usage of various tools</i>	<b>18</b>	-	-	-
<b>PC8.</b> Visualizing a Splice Bump defect in a Static shot and in a moving shot.	2	-	-	-
<b>PC9.</b> Various Correction mode e.g vertical, horizontal Dwarp, translation Dwarp	2	-	-	-
<b>PC10.</b> Capability to work with ROI.	2	-	-	-
<b>PC11.</b> Using traditional touch up methods to remove splice mark after fixing warp in an image.	3	-	-	-
<b>PC12.</b> Visualizing a Splice Bump defect in a Static shot and in a moving shot.	3	-	-	-
<b>PC13.</b> Exporting Restoration report, EDL etc.	3	-	-	-
<b>PC14.</b> Extract grains from input, de-grain & re-grain as required.	3	-	-	-
<b>NOS Total</b>	<b>34</b>	<b>66</b>	-	-

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### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	MES/N2850
<b>NOS Name</b>	Carryout manual dust busting and Dust Busting using automation
<b>Sector</b>	Media & Entertainment
<b>Sub-Sector</b>	Film, Television, Advertising, Digital
<b>Occupation</b>	Production
<b>NSQF Level</b>	3
<b>Credits</b>	3
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	31/03/2027
<b>NSQC Clearance Date</b>	31/03/2022

## Qualification Pack

### MES/N2851: Analyse "Undo" Process

#### Description

This unit covers demonstrate ways to nail down the portions that has to be recovered using different modes

#### Scope

The scope covers the following :

- Describe and demonstrate the 'Undo' Process

#### Elements and Performance Criteria

##### *Demonstrate the "Undo" Process*

To be competent, the user/individual on the job must be able to:

- PC1.** Identify the portions of actual content being removed during the process of Dust busting
- PC2.** Using the difference mode nail down the portions that has to be recovered
- PC3.** Use History Brush and recover the lost content
- PC4.** Bring back original content by performing "undo process" in case the content gets removed in the dust removal process

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** different types of deterioration
- KU2.** working of rectifying splice
- KU3.** Factors which affect the stabilization of a film like translation rotation and zoom
- KU4.** Difference between colour models RGB and HSV
- KU5.** use of clone tool, ROI tools and reference frame concepts
- KU6.** export Restoration report, EDL etc.
- KU7.** visualize a Splice Bump defect in a Static shot and in a moving shot
- KU8.** the portions of actual content being removed during the process of Dust busting
- KU9.** relate between file size, bit depth and resolution.
- KU10.** how to use History Brush
- KU11.** different modes that are used to nail down the portions that has to be recovered
- KU12.** safe working practices for own job role
- KU13.** various types of file formatting process
- KU14.** play back software and the navigation Menus
- KU15.** applicable health and safety guidelines.



## Qualification Pack

### Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** restore a project
- GS2.** remove splice mark after fixing warp in an image
- GS3.** to import a project and an annotation
- GS4.** the processes which are followed before Digitization such as repair, splice joints, Physical cleaning, Ultrasonic cleaning
- GS5.** define different types of deterioration
- GS6.** define different terminologies used to define defects such as Dust, Scratch, Splice marks, Warp, Stain, Flicker, Gate hair etc.
- GS7.** define the concepts of Frames, Shots, Reels, Frame per sec, pixels etc
- GS8.** how to deal with:File conversions, File compression and expansion, Transmission of digital files.
- GS9.** foresee technical and creative issues that may arise during production/postproduction and resolve issues proactively.
- GS10.** conflict management and negotiation skills

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Demonstrate the "Undo" Process</i>	<b>20</b>	<b>80</b>	-	-
<b>PC1.</b> Identify the portions of actual content being removed during the process of Dust busting	5	-	-	-
<b>PC2.</b> Using the difference mode nail down the portions that has to be recovered	5	-	-	-
<b>PC3.</b> Use History Brush and recover the lost content	5	-	-	-
<b>PC4.</b> Bring back original content by performing "undo process" in case the content gets removed in the dust removal process	5	-	-	-
<b>NOS Total</b>	<b>20</b>	<b>80</b>	-	-



## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	MES/N2851
<b>NOS Name</b>	Analyse "Undo" Process
<b>Sector</b>	Media & Entertainment
<b>Sub-Sector</b>	Film, Television, Advertising, Digital
<b>Occupation</b>	Production
<b>NSQF Level</b>	3
<b>Credits</b>	2
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	31/03/2027
<b>NSQF Clearance Date</b>	31/03/2022

## Qualification Pack

### MES/N2852: Conduct quality check

#### Description

This unit covers various types of file formatting process and various tools to rectify defects and demonstrate various ways to format files

#### Scope

The scope covers the following :

- Demonstrate ways to use various tools to rectify defects
- Discuss and demonstrate various ways to format files

#### Elements and Performance Criteria

##### *Use various tools to rectify defects*

To be competent, the user/individual on the job must be able to:

- PC1.** File formats File naming / Renaming / Number padding
- PC2.** Understanding of spatial and temporal concepts
- PC3.** Folder structures and choosing the path for saving the content
- PC4.** Understanding Aspect ratio, bit depth, resolution
- PC5.** Understanding content play back software and the navigation Menus
- PC6.** Importing source content and output for comparison
- PC7.** Use short keys for comparing the source and output

##### *Demonstrate ways to format files*

To be competent, the user/individual on the job must be able to:

- PC8.** Working with annotated files for defect correction
- PC9.** Working with Exin Paint tool to rectify defects with less radius
- PC10.** Working with Clone tool to rectify defects with larger radius using reference frame concept
- PC11.** Usage of line scratch tools to rectify vertical and horizontal lines
- PC12.** Working with Exin Paint tool to rectify defects with less radius

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

- KU1.** different types of deterioration
- KU2.** working of rectifying splice
- KU3.** Factors which affect the stabilization of a film like translation rotation and zoom
- KU4.** Difference between colour models RGB and HSV
- KU5.** use of clone tool, ROI tools and reference frame concepts
- KU6.** export Restoration report, EDL etc.

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- KU7.** visualize a Splice Bump defect in a Static shot and in a moving shot
- KU8.** the portions of actual content being removed during the process of Dust busting
- KU9.** relate between file size, bit depth and resolution.
- KU10.** how to use History Brush
- KU11.** different modes that are used to nail down the portions that has to be recovered
- KU12.** safe working practices for own job role
- KU13.** various types of file formatting process
- KU14.** play back software and the navigation Menus
- KU15.** applicable health and safety guidelines.

## Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** restore a project
- GS2.** remove splice mark after fixing warp in an image
- GS3.** to import a project and an annotation
- GS4.** the processes which are followed before Digitization such as repair, splice joints, Physical cleaning, Ultrasonic cleaning
- GS5.** define different types of deterioration
- GS6.** define different terminologies used to define defects such as Dust, Scratch, Splice marks, Warp, Stain, Flicker, Gate hair etc.
- GS7.** define the concepts of Frames, Shots, Reels, Frame per sec, pixels etc
- GS8.** how to deal with:File conversions, File compression and expansion, Transmission of digital files.
- GS9.** foresee technical and creative issues that may arise during production/postproduction and resolve issues proactively.
- GS10.** conflict management and negotiation skills

## Qualification Pack

### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Use various tools to rectify defects</i> <i>Rectify defects</i>	<b>19</b>	<b>60</b>	-	-
<b>PC1.</b> File formats File naming / Renaming / Number padding	5	-	-	-
<b>PC2.</b> Understanding of spatial and temporal concepts	3	-	-	-
<b>PC3.</b> Folder structures and choosing the path for saving the content	3	-	-	-
<b>PC4.</b> Understanding Aspect ratio, bit depth, resolution	2	-	-	-
<b>PC5.</b> Understanding content play back software and the navigation Menus	2	-	-	-
<b>PC6.</b> Importing source content and output for comparison	2	-	-	-
<b>PC7.</b> Use short keys for comparing the source and output	2	-	-	-
<i>Demonstrate ways to format files</i> <i>format files</i>	<b>21</b>	-	-	-
<b>PC8.</b> Working with annotated files for defect correction	3	-	-	-
<b>PC9.</b> Working with Exin Paint tool to rectify defects with less radius	3	-	-	-
<b>PC10.</b> Working with Clone tool to rectify defects with larger radius using reference frame concep	5	-	-	-
<b>PC11.</b> Usage of line scratch tools to rectify vertical and horizontal lines	5	-	-	-
<b>PC12.</b> Working with Exin Paint tool to rectify defects with less radius	5	-	-	-
<b>NOS Total</b>	<b>40</b>	<b>60</b>	-	-



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### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	MES/N2852
<b>NOS Name</b>	Conduct quality check
<b>Sector</b>	Media & Entertainment
<b>Sub-Sector</b>	Film, Television, Advertising, Digital
<b>Occupation</b>	Production
<b>NSQF Level</b>	3
<b>Credits</b>	3
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	NA
<b>Next Review Date</b>	31/03/2027
<b>NSQF Clearance Date</b>	31/03/2022

## Qualification Pack

### MES/N0104: Maintain Workplace Health & Safety

#### Description

This OS unit is about contributing towards maintaining a healthy, safe and secure working environment

#### Elements and Performance Criteria

##### *Understanding the health, safety and security risks prevalent in the workplace*

To be competent, the user/individual on the job must be able to:

- PC1.** understand and comply with the organizations current health, safety and security policies and procedures
- PC2.** understand the safe working practices pertaining to own occupation
- PC3.** understand the government norms and policies relating to health and safety including emergency procedures for illness, accidents, fires or others which may involve evacuation of the premises
- PC4.** participate in organization health and safety knowledge sessions and drills

##### *Knowing the people responsible for health and safety and the resources available*

To be competent, the user/individual on the job must be able to:

- PC5.** identify the people responsible for health and safety in the workplace, including those to contact in case of an emergency
- PC6.** identify security signals e.g. fire alarms and places such as staircases, fire warden stations, first aid and medical rooms

##### *Identifying and reporting risks*

To be competent, the user/individual on the job must be able to:

- PC7.** identify aspects of your workplace that could cause potential risk to own and others health and safety
- PC8.** ensure own personal health and safety, and that of others in the workplace through precautionary measures
- PC9.** identify and recommend opportunities for improving health, safety, and security to the designated person
- PC10.** report any hazards outside the individuals authority to the relevant person in line with organizational procedures and warn other people who may be affected

##### *Complying with procedures in the event of an emergency*

To be competent, the user/individual on the job must be able to:

- PC11.** follow organizations emergency procedures for accidents, fires or any other natural calamity in case of a hazard
- PC12.** identify and correct risks like illness, accidents, fires or any other natural calamity safely and within the limits of individuals authority

#### Knowledge and Understanding (KU)

The individual on the job needs to know and understand:

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- KU1.** Organizations norms and policies relating to health and safety
- KU2.** Government norms and policies regarding health and safety and related emergency procedures
- KU3.** Limits of authority while dealing with risks/ hazards
- KU4.** The importance of maintaining high standards of health and safety at a workplace
- KU5.** The different types of health and safety hazards in a workplace
- KU6.** Safe working practices for own job role
- KU7.** Evacuation procedures and other arrangements for handling risks
- KU8.** Names and contact numbers of people responsible for health and safety in a workplace
- KU9.** How to summon medical assistance and the emergency services, where necessary
- KU10.** Vendors or manufacturers instructions for maintaining health and safety while using equipment, systems and/or machines

## Generic Skills (GS)

User/individual on the job needs to know how to:

- GS1.** how to write and provide feedback regarding health and safety to the concerned people
- GS2.** how to write and highlight potential risks or report a hazard to the concerned people
- GS3.** read instructions, policies, procedures and norms relating to health and safety
- GS4.** highlight potential risks and report hazards to the designated people
- GS5.** listen and communicate information with all anyone concerned or affected
- GS6.** make decisions on a suitable course of action or plan
- GS7.** plan and organize people and resources to deal with risks/ hazards that lie within the scope of ones individual authority
- GS8.** apply problem solving approaches in different situations
- GS9.** understand hazards that fall within the scope of individual authority and report all hazards that may supersede ones authority
- GS10.** apply balanced judgments in different situations
- GS11.** How to write and provide feedback regarding health and safety to the concerned people
- GS12.** How to write and highlight potential risks or report a hazard to the concerned people
- GS13.** Read instructions, policies, procedures and norms relating to health and safety
- GS14.** Highlight potential risks and report hazards to the designated people
- GS15.** Listen and communicate information with all anyone concerned or affected
- GS16.** Make decisions on a suitable course of action or plan
- GS17.** Plan and organize people and resources to deal with risks/ hazards that lie within the scope of ones individual authority
- GS18.** Apply problem solving approaches in different situations
- GS19.** build and maintain positive and effective relationships with colleges and customers
- GS20.** analyze data and activities
- GS21.** Understand hazards that fall within the scope of individual authority and report all hazards that may supersede ones authority



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**GS22.** Apply balanced judgments in different situations

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### Assessment Criteria

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<i>Understanding the health, safety and security risks prevalent in the workplace</i>	<b>15</b>	<b>15</b>	-	-
<b>PC1.</b> understand and comply with the organizations current health, safety and security policies and procedures	5	5	-	-
<b>PC2.</b> understand the safe working practices pertaining to own occupation	5	5	-	-
<b>PC3.</b> understand the government norms and policies relating to health and safety including emergency procedures for illness, accidents, fires or others which may involve evacuation of the premises	3	2	-	-
<b>PC4.</b> participate in organization health and safety knowledge sessions and drills	2	3	-	-
<i>Knowing the people responsible for health and safety and the resources available</i>	<b>10</b>	<b>10</b>	-	-
<b>PC5.</b> identify the people responsible for health and safety in the workplace, including those to contact in case of an emergency	5	5	-	-
<b>PC6.</b> identify security signals e.g. fire alarms and places such as staircases, fire warden stations, first aid and medical rooms	5	5	-	-
<i>Identifying and reporting risks</i>	<b>18</b>	<b>17</b>	-	-
<b>PC7.</b> identify aspects of your workplace that could cause potential risk to own and others health and safety	5	5	-	-
<b>PC8.</b> ensure own personal health and safety, and that of others in the workplace through precautionary measures	5	5	-	-
<b>PC9.</b> identify and recommend opportunities for improving health, safety, and security to the designated person	3	2	-	-

### Qualification Pack

Assessment Criteria for Outcomes	Theory Marks	Practical Marks	Project Marks	Viva Marks
<b>PC10.</b> report any hazards outside the individuals authority to the relevant person in line with organizational procedures and warn other people who may be affected	5	5	-	-
<i>Complying with procedures in the event of an emergency</i>	<b>7</b>	<b>8</b>	-	-
<b>PC11.</b> follow organizations emergency procedures for accidents, fires or any other natural calamity in case of a hazard	5	5	-	-
<b>PC12.</b> identify and correct risks like illness, accidents, fires or any other natural calamity safely and within the limits of individuals authority	2	3	-	-
<b>NOS Total</b>	<b>50</b>	<b>50</b>	-	-

## Qualification Pack

### National Occupational Standards (NOS) Parameters

<b>NOS Code</b>	MES/N0104
<b>NOS Name</b>	Maintain Workplace Health & Safety
<b>Sector</b>	Media & Entertainment
<b>Sub-Sector</b>	Film, Television, Animation, Gaming, Radio, Advertising
<b>Occupation</b>	Ad sales/Account Management/Scheduling/Traffic
<b>NSQF Level</b>	5
<b>Credits</b>	2
<b>Version</b>	1.0
<b>Last Reviewed Date</b>	30/12/2021
<b>Next Review Date</b>	31/03/2027
<b>NSQC Clearance Date</b>	31/03/2022

## Assessment Guidelines and Assessment Weightage

### Assessment Guidelines

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 theory part will be based on knowledge bank of questions created by the SSC.
3. Assessment will be conducted for all compulsory NOS, and where applicable, on the selected elective/option NOS/set of NOS.
4. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training center (as per assessment criteria below).
5. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training center based on this criterion.
6. To pass the Qualification Pack, every trainee should score a minimum of 70% of aggregate marks to successfully clear the assessment.
7. In case of unsuccessful completion, the trainee may seek reassessment on the Qualification Pack.



## Qualification Pack

### Minimum Aggregate Passing % at QP Level : 70

(Please note: Every Trainee should score a minimum aggregate passing percentage as specified above, to successfully clear the Qualification Pack assessment.)

### Assessment Weightage

Compulsory NOS

National Occupational Standards	Theory Marks	Practical Marks	Project Marks	Viva Marks	Total Marks	Weightage
MES/N2849.Analyse applied technology used in digital film restoration	45	55	-	-	100	20
MES/N2850.Carryout manual dust busting and Dust Busting using automation	34	66	-	-	100	25
MES/N2851.Analyse "Undo" Process	20	80	-	-	100	25
MES/N2852.Conduct quality check	40	60	-	-	100	20
MES/N0104.Maintain Workplace Health & Safety	50	50	-	-	100	10
<b>Total</b>	<b>189</b>	<b>311</b>	<b>-</b>	<b>-</b>	<b>500</b>	<b>100</b>



## Qualification Pack

### Acronyms

<b>NOS</b>	National Occupational Standard(s)
<b>NSQF</b>	National Skills Qualifications Framework
<b>QP</b>	Qualifications Pack
<b>TVET</b>	Technical and Vocational Education and Training

## Qualification Pack

### Glossary

<b>Sector</b>	Sector is a conglomeration of different business operations having similar business and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
<b>Sub-sector</b>	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
<b>Occupation</b>	Occupation is a set of job roles, which perform similar/ related set of functions in an industry.
<b>Job role</b>	Job role defines a unique set of functions that together form a unique employment opportunity in an organisation.
<b>Occupational Standards (OS)</b>	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the Knowledge and Understanding (KU) they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
<b>Performance Criteria (PC)</b>	Performance Criteria (PC) are statements that together specify the standard of performance required when carrying out a task.
<b>National Occupational Standards (NOS)</b>	NOS are occupational standards which apply uniquely in the Indian context.
<b>Qualifications Pack (QP)</b>	QP comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A QP is assigned a unique qualifications pack code.
<b>Unit Code</b>	Unit code is a unique identifier for an Occupational Standard, which is denoted by an 'N'
<b>Unit Title</b>	Unit title gives a clear overall statement about what the incumbent should be able to do.
<b>Description</b>	Description gives a short summary of the unit content. This would be helpful to anyone searching on a database to verify that this is the appropriate OS they are looking for.
<b>Scope</b>	Scope is a set of statements specifying the range of variables that an individual may have to deal with in carrying out the function which have a critical impact on quality of performance required.

## Qualification Pack

<b>Knowledge and Understanding (KU)</b>	Knowledge and Understanding (KU) are statements which together specify the technical, generic, professional and organisational specific knowledge that an individual needs in order to perform to the required standard.
<b>Organisational Context</b>	Organisational context includes the way the organisation is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.
<b>Technical Knowledge</b>	Technical knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
<b>Core Skills/ Generic Skills (GS)</b>	Core skills or Generic Skills (GS) are a group of skills that are the key to learning and working in today's world. These skills are typically needed in any work environment in today's world. These skills are typically needed in any work environment. In the context of the OS, these include communication related skills that are applicable to most job roles.
<b>Electives</b>	Electives are NOS/set of NOS that are identified by the sector as contributive to specialization in a job role. There may be multiple electives within a QP for each specialized job role. Trainees must select at least one elective for the successful completion of a QP with Electives.
<b>Options</b>	Options are NOS/set of NOS that are identified by the sector as additional skills. There may be multiple options within a QP. It is not mandatory to select any of the options to complete a QP with Options.