

**MINUTES of Validation committee meeting dated 18-09-24 regarding “Validation / Approval” of
“Corrugator Machine Operator” 3-Month (1+2) Course” (Non-CBT&A/ Conventional)
under NAVTTC**

Agenda Items:-

Sr. No.	Item(s)
1.	Validation and approval of the subject Curriculum in pursuance of meeting notice by NAVTTC dt. 16-09-24, which was initiated for development through input of APCCMA (All Pakistan Corrugated Cartons Manufacturing Associations) related industry and finalized through joint deliberative meetings of relevant experts and faculty members from market and TEVTA, Punjab as well, was held on 18-09-24. The main agenda points were as under:- • Introduction of Participants from NAVTTC, TEVTA-Punjab Head office, Industry / Market and Academia (TEVTA faculty). • Understanding & Brief Presentation of “Corrugator Machine Operator” (3-Month-2+1) Course by convener Dr. Ahmed Raza, Ex-Chief Instructor , GCT for PG&A, Allama Iqbal Town, Lahore (as Convener of CDC). • Briefing regarding salient features and template of 3-Month short vocational trade Certificate and accordingly the contents of programme, by Director (Cur.) TEVTA. • Formally presenting and deliberating the course contents of this 6-Month curriculum • Discussion and Q&A session, alongwith minor refinements related to template, format and subject related topics/ Sub-topics (if and where required) • Consent & Grant of approval by worthy members/ experts of validation / Qualification Review committee, alongwith List of Equipment and Teachers / Instructors qualification.

Date & Time: 18th September, 2024 (09:30 A.M to 04:30 P.M)

Venue: Multi-purpose hall of GTTI / CoE Mughalpura, Lahore

Participants:-

1. **Dr. Ahmad Raza**, Ex- HOD (P&GA) Lahore
2. **Engr. Muhammad Waseem**, Manager Quality & EHS, Roshan Packages Ltd.
3. **Mr. Muhammad Ali**, Ex- Chief Instructor (P&GA), GCT-PGA Lahore
4. **Mobeen Akhtar** Head of Manufacturing Corrugator, Packaging Solution (Treet Group)
5. **Engr. Muhammad Aasim Jamal**, Dy. Director, NAVTTC HQ, Islamabad (Coordinator)
6. **Engr. Syed Waqar Uddin**, Director Curriculum TEVTA, Punjab (P-TEVTA rep.).
7. **Muhammad Nasir Khan**, NAVTTC Facilitator

The meeting started with the recitation of Holy Quran and welcoming remarks by the coordinator and representative of NAVTTC, and P-TEVTA being the host. All the participants introduced themselves to each other. The representatives from NAVTTC and TEVTA-Secretariat thanked the participants from Industry and Academia for their extended support and visiting the venue for a just and noble TVET educational related cause.

Mr. Ahmed Raza, Convener of CDC along with other members, briefed the house including NAVTTC facilitator regarding their working and main features of Corrugator Machine Operator 3-Month (1+2) Course. He also highlighted the benefits of this 3-Month Course for the training of students as well as advantages to Industry plus their related job opportunities for passing out students of this specialized customized short vocational trade course.

Director (Cur.) P-TEVTA furnished in-depth detail related to salient and template of this short course curriculum and related characteristics for theory and practical as per hours in Scheme of studies, and existing subjects in it. Approval processing mechanism was also introduced to the participants. The concept and reason of (1+2) pattern, i.e. 1st month at TEVTA institute and other next 2 months at any respective corrugated industry was also well deliberated. He informed that said course is being designed on the demand of APCCMA (All Pakistan Corrugated Cartons Mfg. Association)

Subsequent to the above, Main subjects / Skill standards were discussed w.r.t contents & sub-contents' wise by the field related validation experts belonging to Industry & Academia. Hence, the above mentioned Curriculum was totally discussed while following recommendations and refinements were made by the validation committee for better delivery of theoretical & practical aspects, to the trainee, as well as betterment in employment opportunities in various relevant sectors, after addressing and incorporation of the same. The course curriculum was then recommended for the approval by validation committee of experts under NAVTTC at National level, so that after notification, same may be implemented alongwith uploading in the list of approved courses on PSDA website :-

- i. Main point at Sr. 3 of Training objective related to achievement of knowledge and skills was refined.
- ii. Theory & Practical ratio was reset from 25% and 75% to 20% & 80% respectively, as per pattern mainly followed at its maximum, in vocational courses.
- iii. Addition of related topics regarding recycling / waste disposal at Topic at Sr. 5 of Scheme.
- iv. Slight amendments and corrections in nomenclature and quantity in various items of List of Equipment were also made by the experts.

Other proposals are also being furnished as under:-

- The Skill Standards / Main subjects/ Modules as per Industry requirement have been validated for the subject course, as annexed at **“Annex-A”**
- As a process of “Reverse Engg. regarding subject matter, NAVTTC may develop the formal detailed “Skill standards” for the same course, regarding future facilitation in qualification framework.
- The subject wise/ course wise “Question Bank” may be developed by the related experts of Qualification Review / validation committee after formal approval of this course, if desired by the quarter concerned.
- List of Tools, Equipment & Machinery has also been checked and validated, alongwith Teachers’ Instructor qualification for this course, alongwith addition of Job Occupations & designations for graduates, accordingly.

“Annexure-A”

S. No	Main Modules / Skill Standards
1.	Introduction of corrugator plant and its component.
2.	Wet End
3.	Dry End
4.	Glue preparation
5.	Types of paper, properties and its tests and recycling of waste material.
6.	Utilities
7.	Sheet Size Calculation and tests
8.	Understanding of production documents
9.	Health and safety and environment.

EMPLOYABILITY SECTORS / AREAS

(According to commonly followed Entry & vertical mobility in the area for such courses)

The pass outs of this course may find job / employment opportunities in the following areas / sectors: -

- Self-Employment.
- Corrugated cartons industries
- Packaging developments

MAJOR OCCUPATIONS & JOB POSITIONS

- Machine Operator
- Production Supervisor