

Minutes of the Validation committee meeting dated 30-09-24 regarding Validation / Approval of
“Industrial Stitching Machine Operator” 6 weeks Course” (Non-CBT&A/ Conventional)
under NAVTTC

Agenda Items: -

Sr. No.	Item(s)
1.	Validation and approval meeting of the subject Curriculum in pursuance of meeting notice by NAVTTC dated. 27-09-24, which was initiated for development through input of related experts and finalized in a deliberative meeting at Peshawar, KP-TEVTA, meeting held on 30-09-24. The main agenda points were as under: - • Understanding & Brief Presentation of “Industrial Stitching Machine Operator” 6 weeks Course. • Briefing regarding salient features and template of 6 weeks’ short vocational trade Certificate and accordingly the contents of program, by Asst. Director (Ops-II) P-TEVTA. • Formally presenting and deliberating the course contents of this 6 weeks’ curriculum • Discussion and Q&A session, along with 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, along with List of Equipment and Teachers / Instructors qualification.

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

Venue: CoE /GTTTC Phase-7 Hayatabad, Peshawar

Participants: -

1. Muhammad Ishaq, Dy. Director, NAVTTC HQ, Islamabad (Coordinator)
2. Engr. Muhammad Asim Jamal, Dy. Director, NAVTTC HQ, Islamabad (Coordinator)
3. Muhammad Nasir Khan, DACUM Facilitator, Ex-DD, SS&C wing NAVTTC Islamabad
4. Dr. Hazrat Hussain Principal COE, Peshawar
5. Razia Zafar, senior operator Fashion Trends (Industry), Lahore
6. Engr. Muhammad Irfan Assistant Director Operation-II, P-TEVTA, Lahore
7. Safia Bibi CMT/LA KP-TEVTA, Peshawar

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.

Engr.Muhammad Irfan Assistant Director Operation-II, P-TEVTA, briefed the house including NAVTTC facilitator regarding their working and main features of “Industrial Stitching Machine Operator” 6 weeks Course. He also highlighted the benefits of this said Course for the training of students as well as advantages to industry plus their related job opportunities for passing out students of this specialized and customized short course/trade.

Finally, the experts gone through the whole draft curriculum document and made some specific but minor changes in contents and contact hours, which were incorporated in this documents, accordingly. Master copy of the draft curriculum is attached as ready reference. Recommendations and refinements were made by the validation committee for better delivery of theoretical & practical aspects to the trainees.

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 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.

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”

Main Topics/ Skill Standards
Introduction to Garment Industry, Fabric & Industrial Stitching Machines
Occupational Health Safety & Environment
Basic Fabric Cutting for Production
Operate Single needle lock stitch sewing machine for basic operations
Operate different types of Industrial stitching machines for specific Operations • Double needle lock stitch machine • Loop Make Machine • Feed of the arm • Waist band attaching Machine • Bartak Machine • Eyelet Machine • Over Lock Machine (4 & 5 Thread) • Button attach/ Snap button Machine
Product finishing and packing
Work Ethic & organizational behavior

EMPLOYABILITY OF PASS OUTS

The pass-out of this course may work in the following sectors / areas and positions:

1. Garment Factory (Knitwear/ Woven-Denim Garments)
2. Buying office
3. Brand outlet
4. Textile apparel division
5. Textile made ups division
6. Self-Employment/ Entrepreneurship