



**THE REPUBLIC OF KENYA**

**NATIONAL OCCUPATIONAL STANDARDS**

**FOR**

**FASHION DESIGNER**

**KNQF LEVEL: 4**

**ISCED OCCUPATIONAL STANDARD CODE: 0102 0454B**



**TVET CDACC  
P.O. BOX 15745-00100  
NAIROBI**

## PERFORM SEWING MACHINE OPERATIONS

**UNIT CODE:** FAS/OS/FD/CR/01/4/B

### UNIT DESCRIPTION

This unit covers the competencies required to perform sewing machine operations. It involves identifying sewing machine parts and functions, operating the sewing machine, troubleshooting the sewing machine and servicing and maintaining the sewing machine.

This standard applies in Fashion industry.

### ELEMENTS AND PERFORMANCE CRITERIA

<b>ELEMENT</b> These describe the <b>key outcomes</b> which make up <b>workplace function</b>	<b>PERFORMANCE CRITERIA</b> These are <b>assessable</b> statements which specify the required level of performance for each of the elements.  <i><b>Bold and italicized terms are elaborated in the Range (Passive voice)</b></i>
1. Identify parts and functions of the sewing machine	1.1 <b>PPEs</b> are identified and used as per legal requirements. 1.2 Sewing machines are identified and their functions stated based on type of machine. 1.3 Sewing machine parts are identified and functions stated based on machine type.
2. Operate the sewing machine	2.1 Sewing machine is set up based on machine type and standard operating procedures. 2.2 Sewing machine is operated based on standard operating procedures.
3. Troubleshoot the sewing machine	3.1 Sewing machine faults are identified based on sewing machine operations. 3.2 Remedies are applied based on the identified sewing machine faults. 3.3 Normal sewing machine operation is restored as per standard operating procedures.
4. Service and maintain the sewing machine	4.1 Sewing machine maintenance tools, supplies and equipment are identified based on standard operating procedures. 4.2 Sewing machine maintenance tools, supplies and equipment are checked for serviceability and sufficiency based on standard operating procedures. 4.3 Sewing machine service and maintenance requirements are

	<p>obtained based on workplace policy.</p> <p>4.4 Machine service and maintenance is done as per standard operating procedures.</p> <p>4.5 Occupational safety and health standards are observed as per <i>legal requirements</i>.</p>
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## RANGE

This section provides work environments and conditions to which the performance criteria apply. It allows for different work environments and situations that will affect performance.

Variables	Range
1. PPEs may include but not limited to:	<ul style="list-style-type: none"> <li>• Apron</li> <li>• Dust coat</li> <li>• Face mask</li> <li>• Thimble</li> <li>• Gloves</li> <li>• Low heeled closed shoes</li> </ul>
2. Legal requirements may include but not limited to:	<ul style="list-style-type: none"> <li>• Occupational safety and health Act</li> <li>• EMCA 2015</li> <li>• NEMA regulations</li> <li>• County by-laws</li> <li>• KRA act</li> <li>• Labour laws</li> <li>• Employment act</li> <li>• WIBA</li> </ul>

## REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit of competency.

### Required Skills

The individual needs to demonstrate the following skills:

#### Generic skills:

- Communication
- Interpersonal
- Time management
- Record keeping
- Telephones handling
- Conflict resolution

- Negotiation
- Analytical
- Problem solving
- Critical thinking
- Listening
- Observation
- Organizing
- Technology

#### **Technical skills:**

- Servicing
- Maintaining
- Operating

#### **Required Knowledge**

The individual needs to demonstrate knowledge of:

- Sewing machine operation
- Sewing machine tools and equipment
- Sewing machine repairs and maintenance
- Sewing machine products and supplies
- Occupational safety and health
- Waste management

#### **EVIDENCE GUIDE**

This provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge and range.

<p>1. Critical aspects of competency</p>	<p>Assessment requires evidence that the candidate:</p> <p>1.1 Identified and obtained sewing machine operation tools and equipment appropriately.</p> <p>1.2 Checked for serviceability and sufficiency of operation tools and equipment.</p> <p>1.3 Identified and obtained sewing machine operation materials and supplies appropriately.</p> <p>1.4 Carried out sewing machine operation tasks appropriately.</p> <p>1.5 Observed occupational safety and health requirements appropriately.</p> <p>1.6 Observed operation standard operating procedures appropriately.</p>
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	1.7 Identified PPEs and used them appropriately.
2. Resource implications	The following resources <b>must</b> be provided: 2. 1A functional fashion design studio or workshop. 2. 2Stationery
3. Methods of assessment	Competency may be assessed through: 3.1 Written test 3.2 Observation 3.3 Oral questioning 3.4 Interviewing 3.5 Projects 3.6 Third party report
4. Context of assessment	Assessment may be done: 4.1 On-the-job 4.2 Off-the-job 4.3 During industrial attachment
5. Guidance information for assessment	Holistic assessment with related units of competency in the sector is recommended.