

## QUALIFICATIONS PACK - OCCUPATIONAL STANDARDS FOR MEDIA AND ENTERTAINMENT INDUSTRY

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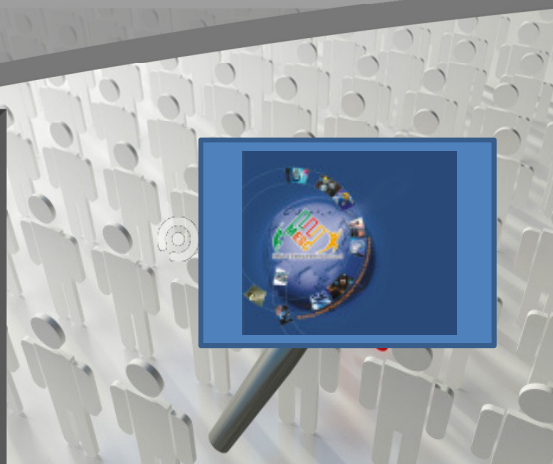
### What are Occupational Standards(OS)?

- OS describe what individuals need to do, know and understand in order to carry out a particular job role or function
- OS are performance standards that individuals must achieve when carrying out functions in the workplace, together with specifications of the underpinning knowledge and understanding

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### Introduction

## Qualifications Pack- Lighting Technician

**SECTOR:** MEDIA AND ENTERTAINMENT

**SUB-SECTOR:** Television, Films, Print (special interest publications like magazines), Animation, Gaming, Advertising

**OCCUPATION:** Lighting

**REFERENCE ID:** MES/ Q 2003

**ALIGNED TO:** NCO-2004/NIL

**Lighting Technician in the Media & Entertainment Industry is also known as an electric/ spark**

**Brief Job Description:** Individuals on this job are responsible for setting up/ rigging the stage or sets with lights

**Personal Attributes:** This job requires the individual to set up, operate and dismantle lighting fixtures during production. The Lighting Technician works under the supervision of the Gaffer on the behest of the Director of Photography/ Lighting Director. The lighting technician must follow safety instructions and ensure that the safety of the crew is not compromised on the location.

Job Details	Qualifications Pack Code	MES/ Q 2003		
	Job Role	<b>Lighting Technician</b> This job role is applicable in both national and international scenarios		
	Credits (NSQF)	TBD	Version number	1.0
	Sector	Media and Entertainment	Drafted on	19/09/13
	Sub-sector	Television, Films, Print, Animation, Gaming, Advertising	Last reviewed on	25/03/15
	Occupation	Lighting	Next review date	24/03/17

Job Role	Lighting Technician
Role Description	Set up/ rig the stage or sets with lights
NSQF level	5
Minimum Educational Qualifications	Class X
Maximum Educational Qualifications	Electrical engineering
Training (Suggested but not mandatory)	Qualified electrician training, television lighting technology
Experience	0-4 years
Applicable National Occupational Standards (NOS)	<b>Compulsory:</b> <ol style="list-style-type: none"> <li><a href="#">MES / N 2006 (Operate lights and lighting console)</a></li> <li><a href="#">MES / N 2007 (Setup and dismantle lights)</a></li> <li><a href="#">MES / N 2002 (Estimate lighting requirements)</a></li> <li><a href="#">MES / N 2008 (Maintain workplace health and safety)</a></li> </ol> <b>Optional:</b> N.A
Performance Criteria	As described in the relevant OS units

Definitions

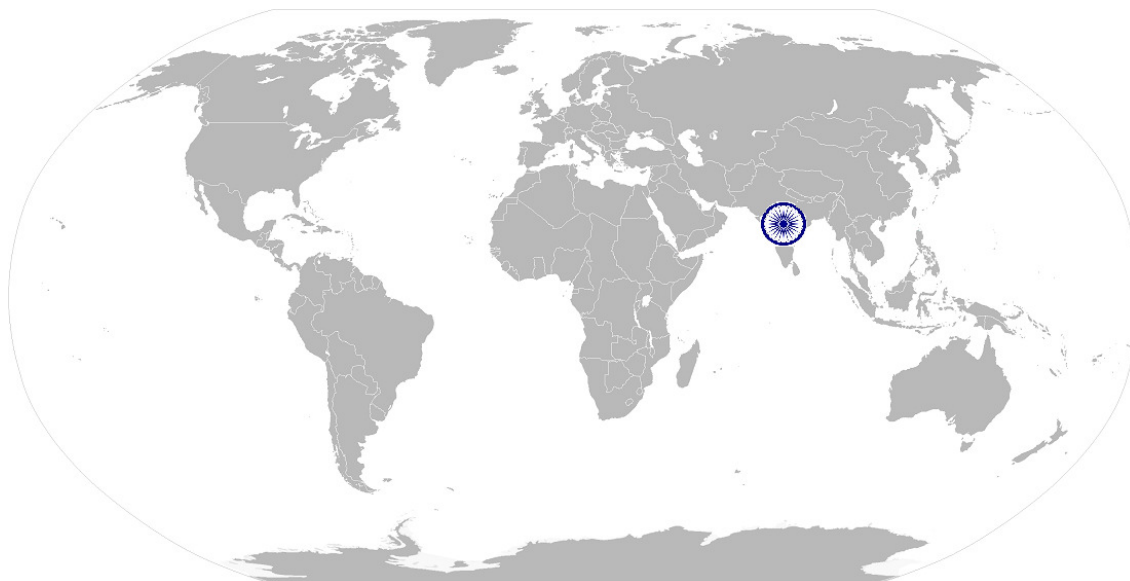
Keywords /Terms	Description
Budget	Budget is an estimate of the total cost of production that may include a break-up of cost components
Campaign	Advertisement effort across media platforms, planned during a specific time period
Colour correction	Process used in stage lighting, photography, television, cinematography and other disciplines, the intention of which is to alter the overall color of the light
Director of Photography	is the chief over the camera and lighting crews working on a film, and responsible for achieving artistic and technical decisions related to the image
Lighting console	is an electronic device used to control multiple lights at once
Power management system	System used to generate electricity in order to power the lights and supporting equipment. For production, it usually consists of a generator.
Sector	Sector is a conglomeration of different business operations having similar businesses and interests. It may also be defined as a distinct subset of the economy whose components share similar characteristics and interests.
Sub-sector	Sub-sector is derived from a further breakdown based on the characteristics and interests of its components.
Vertical	Vertical may exist within a sub-sector representing different domain areas or the client industries served by the industry.
Occupation	Occupation is a set of job roles, which perform similar/related set of functions in an industry
Function	Function is an activity necessary for achieving the key purpose of the sector, occupation, or area of work, which can be carried out by a person or a group of persons. Functions are identified through functional analysis and form the basis of OS.
Sub-functions	Sub-functions are sub-activities essential to fulfill the achieving the objectives of the function.
Job role	Job role defines a unique set of functions that together form a unique employment opportunity in an organization.
Occupational Standards (OS)	OS specify the standards of performance an individual must achieve when carrying out a function in the workplace, together with the knowledge and understanding they need to meet that standard consistently. Occupational Standards are applicable both in the Indian and global contexts.
Performance Criteria	Performance Criteria are statements that together specify the standard of performance required when carrying out a task
National Occupational Standards (NOS)	NOS are Occupational Standards which apply uniquely in the Indian context.
Qualifications Pack Code	Qualifications Pack Code is a unique reference code that identifies a qualifications pack.
Qualifications Pack(QP)	Qualifications Pack comprises the set of OS, together with the educational, training and other criteria required to perform a job role. A Qualifications Pack is assigned a unique qualification pack code.
Unit Code	Unit Code is a unique identifier for an Occupational Standard, which is denoted by an 'N'.
Unit Title	Unit Title gives a clear overall statement about what the incumbent should be able to do.
Description	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.
Scope	Scope is the 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 the quality of performance required.
Knowledge and Understanding	Knowledge and Understanding are statements which together specify the technical, generic, professional and organizational specific knowledge that an individual needs in order to perform to the required standard.
Organizational Context	Organizational Context includes the way the organization is structured and how it operates, including the extent of operative knowledge managers have of their relevant areas of responsibility.
Technical Knowledge	Technical Knowledge is the specific knowledge needed to accomplish specific designated responsibilities.
Core Skills/Generic Skills	Core Skills or Generic Skills are a group of skills that are key to learning and working 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.
Keywords /Terms	Description
NOS	National Occupational Standard(s)
QP	Qualifications Pack
NSQF	National Skill Qualifications Framework
NVEQF	National Vocational Education Qualifications Framework
NVQF	National Vocational Qualifications Framework

Acronyms

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# National Occupational Standard



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## Overview

This unit is about operating lights and lighting console during the shoot

MES/ N 2006

Operate lights and lighting console

National Occupational Standard	<b>Unit Code</b>	MES/ N 2006
	<b>Unit Title (Task)</b>	Operate lights and lighting console
	<b>Description</b>	This OS unit is about operating lights at the lighting intensity appropriate to the production's requirements. It is about operating the lighting console to obtain the desired direction, quality and color of light and controlling and adjusting the light.
	<b>Scope</b>	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> <li>Operating the lights and lighting console for a shoot at a media organization that may operate as television channels, advertising agencies or film/television/photography production houses</li> <li>Adjusting the lighting balance to meet requirements, whether for TV, live event or a corporate/studio shoot, adjusting the changes in lighting consistently, controlling out of sight lighting operations, and maintaining communications with programme staff</li> <li>Coordinating activities within the lighting team on the day of shooting in order to facilitate the production process and achieve the desired results</li> </ul>
	<b>Performance Criteria (PC) with respect to the scope</b>	
<b>Element</b>		<b>Performance Criteria</b>
<b>Operating the lights and lighting console for a shoot</b>		<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. Adhere to safety instructions while handling lights/equipment to ensure the safety of everyone on the set/location</p>
<b>Adjusting the lighting balance to meet requirements</b>		<p>PC2. Understand the different aspects of lighting, including but not limited to, different types of lighting, wiring, power supply and management systems, lighting requirements for different settings and locations, process flows of the lighting process and technical specifications attached to the equipment used in lighting</p> <p>PC3. Operate lights to the satisfaction of the client/director/director of photography</p>
<b>Coordinating activities within the lighting team on the day of shooting</b>		<p>PC4. Identify each member of the lighting team and their roles and responsibilities</p> <p>PC5. Identify important members of the production team (in relation to the lighting department) and their roles and responsibilities</p>
<b>Knowledge and Understanding (K)</b>		
<b>A. Organizational Context</b> (Knowledge of the company / organization and its processes)		<p>The user/individual on the job needs to know and understand:</p> <p>KA1. The film-making/photography process, and all the activities involved in the process</p> <p>KA2. The technical capabilities of the organization and its people in the lighting department</p> <p>KA3. The profile of people working in the lighting department, especially the personnel involved in the production process</p>

MES/ N 2006

Operate lights and lighting console

<b>B. Technical Knowledge</b>	<p>The user/individual on the job needs to know and understand:</p> <ul style="list-style-type: none"> <li>KB1. Theory and practice of electrics</li> <li>KB2. Different types of lights (spot, broad, flood, soft, dimmer, etc.)</li> <li>KB3. Different types of bulbs (HMI, Fluorescent, LED, etc.)</li> <li>KB4. How each type of light and bulb is used in order to obtain a particular result</li> <li>KB5. How to operate the lighting console</li> <li>KB6. The different types of light measuring equipment available, and their uses</li> <li>KB7. How light levels can affect the mood of the production</li> <li>KB8. The different luminaire technologies and their application to the use of effects</li> <li>KB9. The types of ancillary equipment available including, barn doors, dimmer shutters, gobos, flags, stipple boards, filters, diffusion; and the criteria for their safe use</li> <li>KB10. How to produce a range of effects using different luminaires, ancillary equipment and techniques</li> <li>KB11. How the different light sources, diffusion materials, and filters or reflectors used produce the desired results</li> <li>KB12. Colour correction techniques and how their application affects the outcome</li> <li>KB13. The uses of hard and soft sources and how to control them</li> <li>KB14. When and why to use reflected light</li> <li>KB15. How to use par lenses to shape the light beam to meet the desired effect</li> <li>KB16. Wiring requirements for the production process</li> <li>KB17. How the capacity of load bearing lighting grip equipment changes with its orientation</li> <li>KB18. How to operate and move lighting stands or equipment on all different types of terrain</li> <li>KB19. Safety protocols related to handling lighting/power management equipment</li> </ul>
<b>Skills (S) (Optional)</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <ul style="list-style-type: none"> <li>SA1. Document safety protocols to ensure no injuries occur during operating the lights/lights console and related equipment</li> </ul>
	<b>Reading Skills</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <ul style="list-style-type: none"> <li>SA2. Identify trends in the techniques/processes of lighting</li> <li>SA3. Identify technical specifications relating to lighting equipment and power management systems</li> </ul>
	<b>Oral Communication (Listening and Speaking skills)</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <ul style="list-style-type: none"> <li>SA4. Interact with lighting and other production team members on the day/s of shoot to achieve desired results</li> </ul>
<b>B. Professional Skills</b>	<b>Decision Making</b> <p>The user/individual on the job needs to know and understand how to:</p> <ul style="list-style-type: none"> <li>SB1. Determine how many items of plant, materials and electrical equipment are</li> </ul>



	<p>required, what types will be required and their usage</p> <p>SB2. Produce desired results using different light sources, diffusion materials, and filters or reflectors</p> <p>SB3. Determine appropriate usage of lighting console in order to get desired effect</p> <p>SB4. Determine the personnel that can bring specialization for a particular task, in case required</p>
	<b>Plan and Organize</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB5. Keep handy the tools/instruments required to operate lights, lighting console and supporting equipment</p> <p>SB6. Contact vendors/associates in order to provide equipment/skills necessary to undertake the production process</p> <p>SB7. Meet expectations of the client/director/director of photography from the desired shoot</p>
	<b>Customer Centricity</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB8. Meet expectations of the client/director/director of photography from the lighting department</p> <p>SB9. Exhibit techniques/skills required to meet client expectations</p>
	<b>Problem Solving</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB10. Assist the production team in solving any technical/logistical problems that may arise during shooting, pertaining to the lights, lighting console or related equipment</p> <p>SB11. Deal with problems promptly and seeking agreement on variations and recording the agreements</p> <p>SB12. Communicate any new changes to the schedule to the lighting crew and relevant persons so they can ensure the electrical equipment is adequate for such changes</p>
	<b>Analytical Thinking</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB13. Facilitate/advance production timelines by introducing lighting technologies/equipment in the pre-production stage that may expedite production process</p>
	<b>Critical Thinking</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB14. Balance cost effectiveness of selected lighting protocol with client mandate/expectations</p>

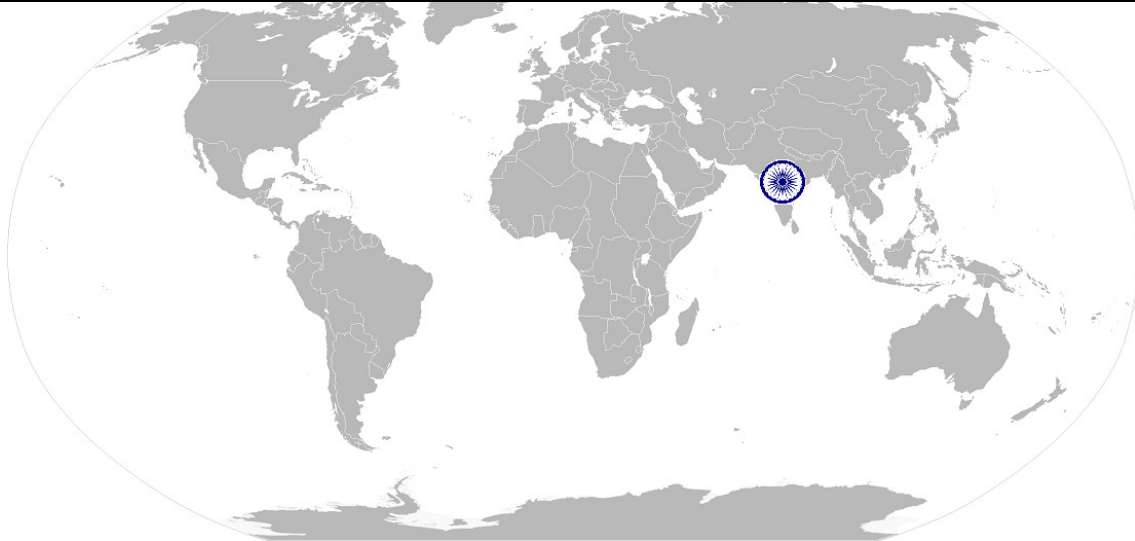


MES/ N 2006

Operate lights and lighting console

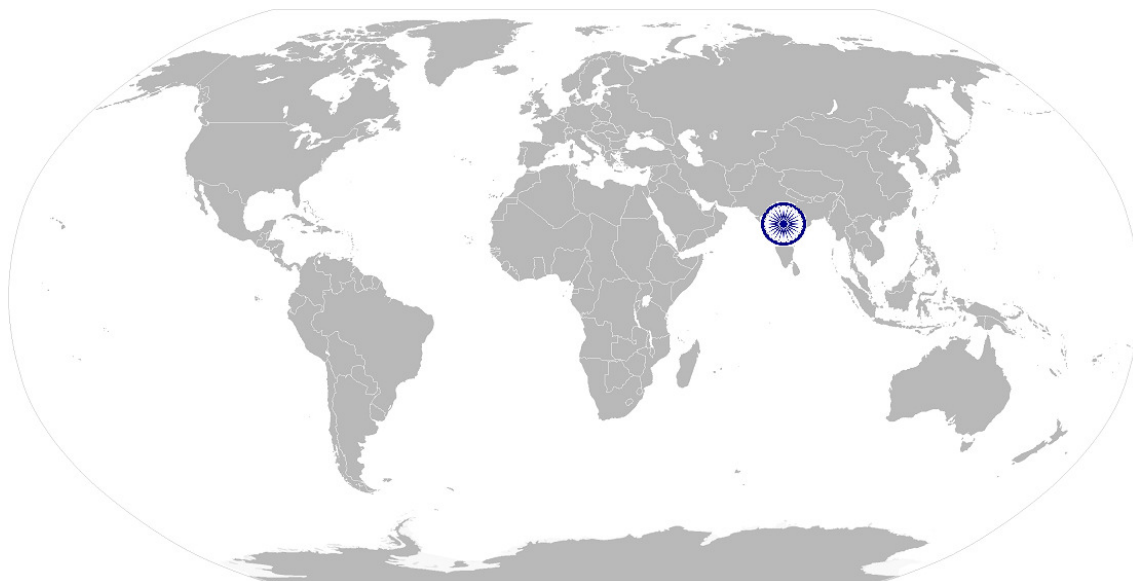
## **NOS Version Control**

<b>NOS Code</b>	<b>MES / N 2006</b>		
<b>Credits (NSQF)</b>	<b>TBD</b>	<b>Version number</b>	<b>1.0</b>
<b>Sector</b>	<b>Media and Entertainment</b>	<b>Drafted on</b>	<b>19/09/13</b>
<b>Sub-sector</b>	<b>Television, Films, Print, Animation, Gaming, Advertising</b>	<b>Last reviewed on</b>	<b>25/03/15</b>
<b>Occupation</b>	<b>Lighting</b>	<b>Next review date</b>	<b>24/03/17</b>



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# National Occupational Standard



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## Overview

**This unit is about setting up and dismantling of lights for the shoot**

MES/ N 2007

Setup and dismantle lights

National Occupational Standard

<b>Unit Code</b>	<b>MES/ N 2007</b>
<b>Unit Title (Task)</b>	<b>Setup and dismantle lights</b>
<b>Description</b>	This OS unit is about installing lighting fixtures and infrastructure in the required position. It involves attaching structures to existing buildings and adding accessories and refinements in a safe manner.
<b>Scope</b>	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> <li>• Setting up and dismantling of lights and accompanying equipment for a shoot at a media organization that may operate as television channels, advertising agencies or film/television/photography production houses</li> <li>• Discussing and agreeing lighting placements with members of the production team, like the director of photography, and coordinating with the lighting team to set up lights and supporting infrastructure in the desired places</li> <li>• Coordinating activities within the lighting team before and on the day of shooting in order to facilitate the production process and achieve the desired results</li> <li>• Setting up and dismantling lights, including power management systems and wiring, in a safe and cautionary manner</li> </ul>
<b>Performance Criteria (PC) with respect to the scope</b>	
<b>Element</b>	<b>Performance Criteria</b>
<b>Discussing and agreeing lighting placements with members of the production team</b>	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. Understand the different aspects of lighting, including but not limited to, different types of lighting, wiring, power supply and management systems, lighting requirements for different settings and locations, process flows of the lighting process and technical specifications attached to the equipment used in lighting</p>
<b>Setting up and dismantling lights, including power management systems and wiring, in a safe and cautionary manner</b>	<p>PC2. Adhere to safety instructions while handling lights/equipment to ensure the safety of everyone on the set/location</p>
<b>Knowledge and Understanding (K)</b>	
<b>A. Organizational Context</b> (Knowledge of the company / organization and its processes)	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. The film-making/photography process, and all the activities involved in the process</p> <p>KA2. Technical capabilities of the organization and its people in the lighting department</p> <p>KA3. Profile of people working in the lighting department, especially the personnel involved in the production process</p>

MES/ N 2007

Setup and dismantle lights

<b>B. Technical Knowledge</b>	<p>The user/individual on the job needs to know and understand:</p> <ul style="list-style-type: none"> <li>KB1. How to determine how many items of plant, materials and electrical equipment are required, what types will be required and their logistics</li> <li>KB2. Different types of lights (spot, broad, flood, soft, dimmer, etc.)</li> <li>KB3. Different types of bulbs (HMI, Fluorescent, LED, etc.)</li> <li>KB4. Size of crew necessary to undertake the production requirements and comply with the production schedule</li> <li>KB5. How to safely attach lighting equipment loads with the use of mounting or suspension equipment</li> <li>KB6. The load capacity of lighting grip hardware and stands</li> <li>KB7. How the capacity of load bearing lighting grip equipment changes with its orientation</li> <li>KB8. How to operate and move lighting stands or equipment on all different types of terrain</li> <li>KB9. How to ensure that the center of gravity of any support system is in a position to prevent accidents</li> <li>KB10. How to operate power management systems for lighting (generators, batteries, inverters, etc.)</li> <li>KB11. The importance of briefing the best boy, crew &amp; outside contractors fully about the production and its requirements</li> <li>KB12. How to operate and use lighting equipment, including understanding wiring requirements</li> <li>KB13. How to coordinate efforts between members of the lighting and production teams in order to facilitate production process</li> <li>KB14. Safety protocols related to handling lighting/power management equipment</li> </ul>
<b>Skills (S) (Optional)</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <ul style="list-style-type: none"> <li>SA1. Document safety protocols to ensure no injuries occur during setting up or dismantling the lights and related equipment</li> </ul>
	<b>Reading Skills</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <ul style="list-style-type: none"> <li>SA2. Identify trends in the techniques/processes of lighting assembly and disassembly</li> <li>SA3. Identify technical specifications relating to lighting equipment and power management systems</li> </ul>
	<b>Oral Communication (Listening and Speaking skills)</b>
<b>B. Professional Skills</b>	<b>Decision Making</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <ul style="list-style-type: none"> <li>SB1. Determine how many items of plant, materials and electrical equipment are required, what types will be required and their logistics</li> </ul>

MES/ N 2007

Setup and dismantle lights

	SB2. Delegate tasks to team members on the day/s of shoot
	SB3. Determine the personnel that can bring specialization for a particular task, in case required
	<b>Plan and Organize</b>
	The user/individual on the job needs to know and understand how to:
	SB4. Keep handy the tools/instruments required to setup and dismantle lights and supporting equipment
	SB5. Contact vendors/associates in order to provide equipment/skills necessary to undertake the production process
	SB6. Schedule the equipment/skills necessary in order to be available at the time of shoot
	SB7. Complete the documentation required for lighting equipment contractors, cost control and alerting to possible production scheduling problems
	<b>Customer Centricity</b>
	The user/individual on the job needs to know and understand how to:
	SB8. Meet expectations of the client/director/director of photography from the lighting department
	SB9. Exhibit techniques/skills required to meet client expectations
	<b>Problem Solving</b>
	The user/individual on the job needs to know and understand how to:
	SB10. Assist the production team in solving any technical/logistical problems that may arise in the production process relating to setting up or dismantling lights and supporting equipment
	SB11. Deal with problems promptly and seeking agreement on variations and recording the agreements
	SB12. Communicate any new changes to the schedule to the lighting crew and relevant persons so they can ensure the electrical equipment is adequate for such changes
	<b>Analytical Thinking</b>
	The user/individual on the job needs to know and understand how to:
	SB13. Facilitate/advance production timelines by introducing lighting technologies/equipment in the pre-production stage that may expedite production process
	<b>Critical Thinking</b>
	The user/individual on the job needs to know and understand how to:
	SB14. Balance cost effectiveness of selected lighting protocol with client mandate/expectations

MES/ N 2007

Setup and dismantle lights

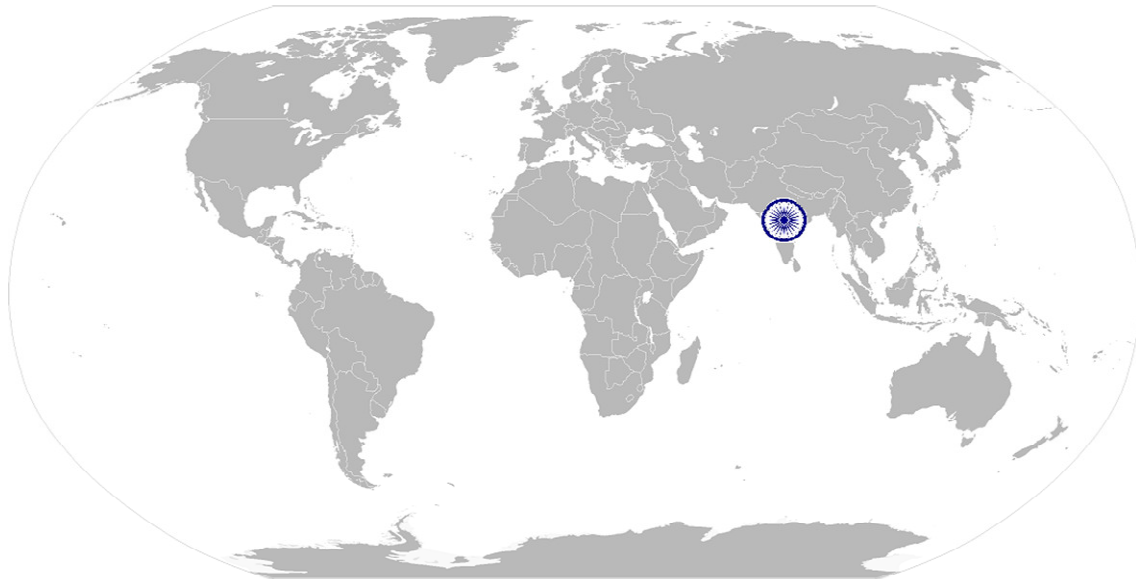
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<b>Sub-sector</b>	<b>Television, Films, Print, Animation, Gaming, Advertising</b>	<b>Last reviewed on</b>	<b>25/03/15</b>
<b>Occupation</b>	<b>Lighting</b>	<b>Next review date</b>	<b>24/03/17</b>



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# National Occupational Standard



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## Overview

**This unit is about estimating the lighting requirements for a shoot**



MES/ N 2002

Estimate lighting requirements

National Occupational Standard	<b>Unit Code</b>	MES/ N 2002
	<b>Unit Title (Task)</b>	Estimate lighting requirements
	<b>Description</b>	This OS unit is about estimating and scheduling the lighting equipment needed for the production, selecting and specifying the electrical equipment from contractors including power management systems and other such machinery
	<b>Scope</b>	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> <li>Planning for lighting requirements for a shoot at a media organization that may operate as television channels, advertising agencies or film/television/photography production houses</li> <li>Using technical expertise and industry knowledge to facilitate identification of lighting and other equipment by understanding clearly the lighting requirements for shoot, based on the discussions in the pre-production planning phase and understanding the production schedule and the logistical nuances of having the lighting equipment present and functioning at the day/s of the shoot</li> </ul>
	<b>Performance Criteria (PC) with respect to the scope</b>	
	<b>Element</b>	<b>Performance Criteria</b>
	<b>Planning for lighting requirements for a shoot</b>	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC3. Understand the film-making/photography process, from the perspective of the lighting aspect of a production</p>
	<b>Using technical expertise and industry knowledge to facilitate identification of lighting and other equipment</b>	<p>PC4. Understand the different aspects of lighting, including but not limited to, different types of lighting, power supply and management systems, lighting requirements for different settings and locations, process flows of the lighting process and technical specifications attached to the equipment used in lighting</p> <p>PC5. Understand the roles and responsibilities of each member in the lighting department</p> <p>PC6. Understand the budgetary and logistical restrictions in production in order to estimate realistic lighting requirements</p>
	<b>Knowledge and Understanding (K)</b>	
	<b>B. Organizational Context</b> (Knowledge of the company / organization and its processes)	<p>The user/individual on the job needs to know and understand:</p> <p>KA4. Technical capabilities of the organization and its people in the lighting department</p> <p>KA5. Current inventory of lights, power management systems and lighting equipment within the organization, if any</p> <p>KA6. Financial resources available to the organization in order to procure lighting equipment and power management systems</p>

<b>B. Technical Knowledge</b>	<p>The user/individual on the job needs to know and understand:</p> <p>KB15. Theory and practice of electrics</p> <p>KB16. How to determine how many items of plant, materials and electrical equipment are required, what types will be required and their logistics</p> <p>KB17. Different types of lights (spot, broad, flood, soft, dimmer, etc.)</p> <p>KB18. Different types of bulbs (HMI, Fluorescent, LED, etc.)</p> <p>KB19. The size of crew necessary to undertake the production requirements and comply with the production schedule</p> <p>KB20. The process of film/photography scheduling</p> <p>KB21. How the power management systems for lighting (generators, batteries, inverters, etc.) work</p> <p>KB22. The importance of briefing the best boy, crew &amp; outside contractors fully about the production and its requirements</p> <p>KB23. How to operate and use lighting equipment, including understanding wiring requirements</p> <p>KB24. The documentation required for lighting equipment contractors, cost control and alerting to possible production scheduling problems</p> <p>KB25. Safety protocols related to handling lighting/power management equipment</p>
<b>Skills (S) (Optional)</b>	
<b>C. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA5. Document budget for the lighting equipment/power management systems</p> <p>SA6. Document lighting requirements in order to facilitate the production schedule</p>
	<b>Reading Skills</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA7. Identify trends in the techniques/processes of lighting</p> <p>SA8. Identify technical specifications relating to lighting equipment and power management systems</p>
	<b>Oral Communication (Listening and Speaking skills)</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA9. Present technical requirements as per the mandate set by the client/director/director of photography</p> <p>SA10. Translate the mandate set by client/director/director of photography into requirements specific to the lighting team</p>
<b>D. Professional Skills</b>	<p><b>Decision Making</b></p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB15. Determine how many items of plant, materials and electrical equipment are required, what types will be required and their logistics</p> <p>SB16. Determine the personnel that can bring specialization for a particular task, in case required</p> <p><b>Plan and Organize</b></p> <p>The user/individual on the job needs to know and understand how to:</p> <p>SB17. Compile a list of lighting requirements for the production process</p> <p>SB18. Contact vendors/associates in order to provide equipment/skills necessary to</p>

	undertake the production process
	SB19. Schedule the equipment/skills necessary in order to be available at the time of shoot
	SB20. Put in place the documentation required for lighting equipment contractors, cost control and alerting to possible production scheduling problems
	<b>Customer Centricity</b>
	The user/individual on the job needs to know and understand how to:
	SB21. Meet expectations of the client/director/director of photography from the lighting department
	SB22. Perform techniques/skills required to meet client expectations
	<b>Problem Solving</b>
	The user/individual on the job needs to know and understand how to:
	SB23. Assist the production team in solving any technical/logistical problems that may arise in the procurement process relating to lighting requirements during production
	SB24. The importance of dealing with problems promptly and seeking agreement on variations and recording the agreements
	<b>Analytical Thinking</b>
	The user/individual on the job needs to know and understand how to:
	SB25. Facilitate/advance production timelines by introducing lighting technologies/equipment in the pre-production stage that may expedite production process
	<b>Critical Thinking</b>
	The user/individual on the job needs to know and understand how to:
	SB26. Balance cost effectiveness of selected lighting protocol with client mandate/expectations

MES/ N 2002

Estimate lighting requirements

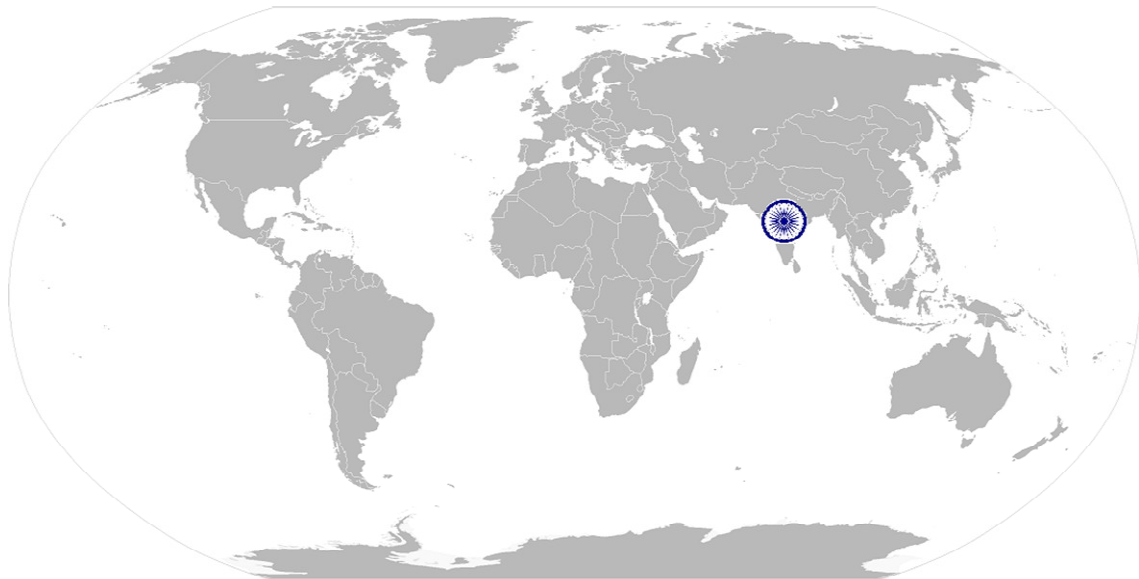
## **NOS Version Control**

<b>NOS Code</b>	<b>MES / N 2002</b>		
<b>Credits (NSQF)</b>	<b>TBD</b>	<b>Version number</b>	<b>1.0</b>
<b>Sector</b>	<b>Media and Entertainment</b>	<b>Drafted on</b>	<b>19/09/13</b>
<b>Sub-sector</b>	<b>Television, Films, Print, Animation, Gaming, Advertising</b>	<b>Last reviewed on</b>	<b>25/03/15</b>
<b>Occupation</b>	<b>Lighting</b>	<b>Next review date</b>	<b>24/03/17</b>



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# National Occupational Standard



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## Overview

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

MES/ N 2008

Maintain workplace health and safety

National Occupational Standard

Unit Code	MES/ N 2008
Unit Title (Task)	Maintain workplace health and safety
Description	This OS unit is about contributing towards maintaining a healthy, safe and secure working environment
Scope	<p>This unit/task covers the following:</p> <ul style="list-style-type: none"> <li>Understanding the health, safety and security risks prevalent in the workplace</li> <li>Knowing the people responsible for health and safety and the resources available</li> <li>Identifying and reporting risks</li> <li>Complying with procedures in the event of an emergency</li> </ul>
Performance Criteria (PC) w.r.t. the Scope	
Element	Performance Criteria
Understanding the risks prevalent in the workplace	<p>To be competent, the user/individual on the job must be able to:</p> <p>PC1. Understand and comply with the organisation's current health, safety and security policies and procedures</p> <p>PC2. Understand the safe working practices pertaining to own occupation</p> <p>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</p> <p>PC4. Participate in organization health and safety knowledge sessions and drills</p>
Knowing the people responsible for health and safety and the resources available	<p>PC5. Identify the people responsible for health and safety in the workplace, including those to contact in case of an emergency</p> <p>PC6. Identify security signals e.g. fire alarms and places such as staircases, fire warden stations, first aid and medical rooms</p>
Identifying and reporting risks	<p>PC7. Identify aspects of your workplace that could cause potential risk to own and others health and safety</p> <p>PC8. Ensure own personal health and safety, and that of others in the workplace through precautionary measures</p> <p>PC9. Identify and recommend opportunities for improving health, safety, and security to the designated person</p> <p>PC10. Report any hazards outside the individual's authority to the relevant person in line with organisational procedures and warn other people who may be affected</p>
Complying with procedures in the event of an emergency	<p>PC11. Follow organisation's emergency procedures for accidents, fires or any other natural calamity in case of a hazard</p> <p>PC12. Identify and correct risks like illness, accidents, fires or any other natural calamity safely and within the limits of individual's authority</p>
Knowledge and Understanding (K)	
<b>A. Organizational Context</b> (Knowledge of the company /	<p>The user/individual on the job needs to know and understand:</p> <p>KA1. Organisation's norms and policies relating to health and safety</p> <p>KA2. Government norms and policies regarding health and safety and related emergency procedures</p> <p>KA3. Limits of authority while dealing with risks/ hazards</p>



MES/ N 2008

Maintain workplace health and safety

organization and its processes)	KA4. The importance of maintaining high standards of health and safety at a workplace
<b>B. Technical Knowledge</b>	<p>The user/individual on the job needs to know and understand:</p> <p>KB1. The different types of health and safety hazards in a workplace</p> <p>KB2. Safe working practices for own job role</p> <p>KB3. Evacuation procedures and other arrangements for handling risks</p> <p>KB4. Names and contact numbers of people responsible for health and safety in a workplace</p> <p>KB5. How to summon medical assistance and the emergency services, where necessary</p> <p>KB6. Vendors' or manufacturers' instructions for maintaining health and safety while using equipments, systems and/or machines</p>
<b>Skills (S) (Optional)</b>	
<b>A. Core Skills/ Generic Skills</b>	<b>Writing Skills</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA1. How to write and provide feedback regarding health and safety to the concerned people</p> <p>SA2. How to write and highlight potential risks or report a hazard to the concerned people</p>
	<b>Reading Skills</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA3. Read instructions, policies, procedures and norms relating to health and safety</p>
	<b>Oral Communication (Listening and Speaking skills)</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SA4. Highlight potential risks and report hazards to the designated people</p> <p>SA5. Listen and communicate information with all anyone concerned or affected</p>
<b>B. Professional Skills</b>	<b>Decision making</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB1. Make decisions on a suitable course of action or plan</p>
	<b>Plan and Organize</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB2. Plan and organize people and resources to deal with risks/ hazards that lie within the scope of one's individual authority</p>
	<b>Problem Solving</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB3. Apply problem solving approaches in different situations</p>
	<b>Critical Thinking</b>
	<p>The user/individual on the job needs to know and understand how to:</p> <p>SB4. Understand hazards that fall within the scope of individual authority and report all hazards that may supersede one's authority</p> <p>SB5. Apply balanced judgements in different situations</p>

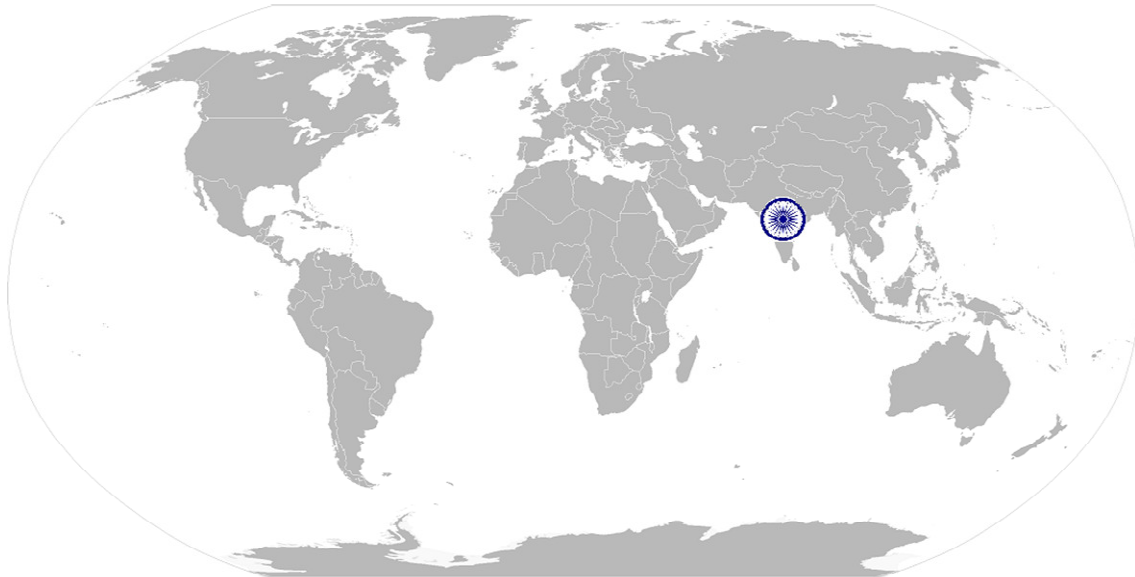


MES/ N 2008

Maintain workplace health and safety

## NOS Version Control

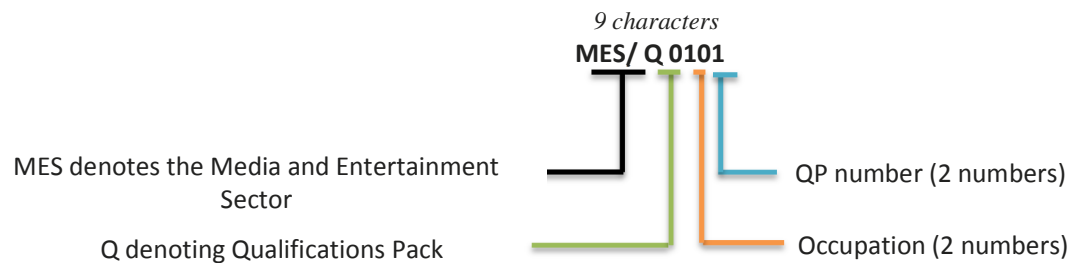
NOS Code	MES / N 2008		
Credits(NSQF)	TBD	Version number	1.0
Sector	Media and Entertainment	Drafted on	19/09/13
Sub-sector	Television, Films, Print, Animation, Gaming, Advertising	Last reviewed on	25/03/15
Occupation	Lighting	Next review date	24/03/17



## Annexure

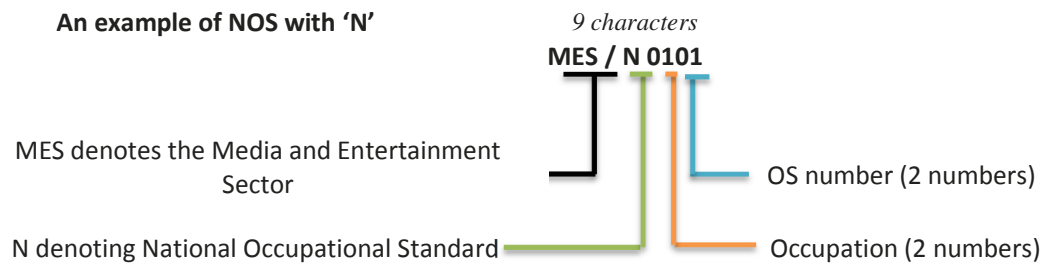
### Nomenclature for QP and NOS

#### Qualifications Pack



#### Occupational Standard

##### An example of NOS with 'N'



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The following acronyms/codes have been used in the nomenclature above:

Sub-sector	Range of Occupation numbers
...	...

Sequence	Description	Example
Three letters	Media and Entertainment	MES
Slash	/	/
Next letter	Whether QP or NOS	Q
Next two numbers	Lighting	20
Next two numbers	Lighting Technician	03