



# Participant Handbook

Sector  
**Furniture and Fittings**

Sub-Sector  
**Fittings and Fixtures**

Occupation  
**Fitting**

Reference ID: **FFS/Q5702, Version 1.0**  
**NSQF Level 4**



**Fitter - Modular  
Furniture**



**Shri Narendra Modi**  
Prime Minister of India

“ Skilling is building a better India.  
If we have to move India towards  
development then Skill Development  
should be our mission. ”



## Certificate

### COMPLIANCE TO QUALIFICATION PACK – NATIONAL OCCUPATIONAL STANDARDS

is hereby issued by the

**FURNITURE AND FITTINGS**

for

### SKILLING CONTENT: PARTICIPANT HANDBOOK

Complying to National Occupational Standards of  
Job Role/ Qualification Pack: 'Fitter – Modular Furniture'  
QP No. 'FFS/Q5702 NSQF Level 4'

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Authorised Signatory  
(Furniture & Fittings Skill Council)

## Acknowledgements

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A special thank you to our force members Dr. Chamankar (Pidilite Industries), Mr. Hemant Kathuria (Ozone Overseas Pvt. Ltd.) and Mr. Sanjeev Jalan (Hardware Collection) who have provided their insights, expertise and generously given their time to improve the handbook. We thank them for their unparalleled contribution and support. We also appreciate the efforts rendered by our Governing Council Members and our Training Partners, in terms of suggestions, feedback and inputs to complete the aforesaid task.

## About this Book

The furniture and Fittings industry in India which had a grossed turnover of over 1000 billion rupees in 2012, is expected to grow at a CAGR of 15% between 2013 to 2017 and cross the 2000 billion rupees mark by 2017.

The market is moving more towards organised segment. This is marked by increasing customer preference for ready-made and branded furniture.

The sector currently employs over 4.11 million employees and is slated to employ more than 11.29 million employees by 2022. This implies additional creation of 7.2 million jobs in the 9 year period.

The period 2017-22 will see a higher growth in employment vis-à-vis 2013-17 due to expected changes in consumer preferences and penetration of organised furnishing services in tier-I and tier-II towns.

This Participant Handbook is designed to impart theoretical and practical skills training to trainees for becoming a Fitter in the Furniture and Fittings sector.

This Participant Handbook is based on Fitter – Modular Furniture (FFS/Q5702) which includes the following National Occupational Standards (NOSs) –

1. Install different parts of the product (FFS/N5702)
2. Maintain the work area, tools and machines (FFS/N8501)
3. Maintain health, safety and security at workplace (FFS/N8601)
4. Carry out work effectively at the workplace (FFS/N8701)

The key learning outcomes and the skills gained by the participants are defined in their respective units. Post this training, the participants will be able to assemble various products in modular furniture by delivering the product to the customer, fitting the parts together and checking the final installed products for any damages.

We hope that this Participant Handbook will provide a sound learning support to our young friends to build an attractive career in the Furniture and Fittings industry.

## Symbols Used



Key Learning  
Outcomes



Steps



Notes



Unit  
Objectives



Exercise



Tips



Practical

## Table of Contents

S.No.	Modules and Units	Page No.
<b>1.</b>	<b>Introduction</b>	<b>1</b>
	Unit 1.1 - Introduction of the Training Program	3
	Unit 1.2 - Furniture and Fittings Industry in India	6
	Unit 1.3 - Job Role and Responsibilities of a Modular Furniture Fitter	10
<b>2.</b>	<b>Tools, Equipment and Work Area (FFS/N5702, FFS/N8501)</b>	<b>17</b>
	Unit 2.1 - Tools, Machines and Equipment	19
	Unit 2.2 - Materials and Finishes	47
	Unit 2.3 - Fasteners, Fittings and Accessories	54
	Unit 2.4 - Safety and Maintenance of Tools & Work Area	79
<b>3.</b>	<b>Maintain Health, Safety and Security at Workplace (FFS/N8601)</b>	<b>87</b>
	Unit 3.1 - PPE – Personal Protective Equipment	89
	Unit 3.2 - Identify and Deal with Workplace Hazards	94
	Unit 3.3 - Personal Health and Hygiene	111
<b>4.</b>	<b>Basics of Modular Furniture (FFS/N5702)</b>	<b>119</b>
	Unit 4.1 - Modular Furniture	121
	Unit 4.2 - Basic Mathematical Skills	136
	Unit 4.3 - Measuring Systems	145
	Unit 4.4 - Technical Drawings	150
	Unit 4.5 - Woodworking Joints	157
	Unit 4.6 - Carry out Basic Woodworking Activities	163
<b>5.</b>	<b>Carry out Assembly and Installation of Modular Furniture (FFS/N5702)</b>	<b>173</b>
	Unit 5.1 - Pre & Post Assembly and Installation Activities	175
	Unit 5.2 - Installation of Basic Knock-down Fittings	177
	Unit 5.3 - Assembly of Basic Structures	190
<b>6.</b>	<b>Carry out Work Effectively at Workplace (FFS/N8701)</b>	<b>199</b>
	Unit 6.1 - Workplace Policies and Procedures	201
	Unit 6.2 - Communication Skills	205
	Unit 6.3 - Work Effectively with Others at Workplace	214



<b>7. Employability and Entrepreneurship Skills</b>	<b>221</b>
Unit 7.1 - Personal Strengths & Value Systems	225
Unit 7.2 - Digital Literacy: A Recap	244
Unit 7.3 - Money Matters	249
Unit 7.4 - Preparing for Employment & Self Employment	260
Unit 7.5 - Understanding Entrepreneurship	269
Unit 7.6 - Preparing to be an Entrepreneur	296



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# 1. Introduction

Unit 1.1 – Introduction of the Training Program

Unit 1.2 – Furniture and Fittings Industry in India

Unit 1.3 – Job Role and Responsibilities of a Modular Furniture Fitter





## Key Learning Outcomes

**At the end of this module, you will be able to:**

1. Know what this training program is about
2. Know about Indian furniture and fittings industry, its size, key growth drivers and market structure
3. Know about employment opportunities in Indian furniture and fittings industry
4. Define your roles and responsibilities as a modular furniture fitter
5. Know about the career progression for a modular furniture fitter
6. Know about the technical and essential skills required to become an efficient modular furniture fitter

## UNIT 1.1: Introduction of the Training Program

### Unit Objectives

At the end of this unit, you will be able to:

1. Know the overview of the training program
2. Know and understand the objectives of the training program
3. Follow the ground rules during training sessions

### 1.1.1 Overview of the Program Emphatic

Welcome to the training program 'Fitter-Modular Furniture'!

Over the years furniture industry in India has grown very fast. The entry of international brands, the concept of good living and better lifestyle, and changing consumer preference has led to the emergence of furniture retailing in India. Consumer preference for low maintenance, functional and quickly installable products has resulted into new trends in the furniture and fittings industry, such as modular furniture. Increased demand for modular furniture requires skilled wood workers. Modular furniture fitter is one of those wood workers who are trained in specific skill sets. Modular furniture fitter is an integral part of furniture industry.

In addition to hard work and dedication to the work, one requires a basic training to become an efficient modular furniture fitter. That's why this training program has been developed.

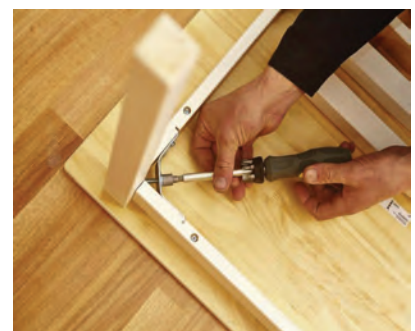
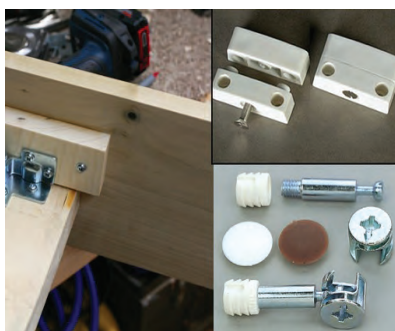
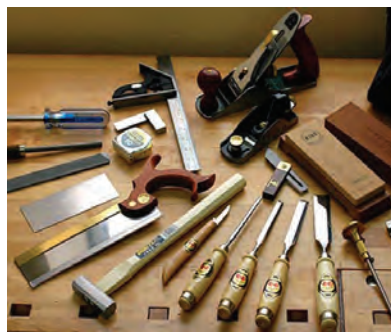


Fig 1.1.1 Overview of the program emphatic

This program will facilitate you to develop your knowledge and understanding about:

- Furniture and fittings industry in India
- Job role and responsibilities of a modular furniture fitter
- Potential and prospects of a modular furniture fitter in the furniture industry
- Woodworking tools, equipment and machines
- Fasteners and fittings used in modular furniture
- Materials used in modular furniture
- Types of modular furniture
- Modular furniture assembly and installation procedures
- Maintenance and safety of tools and equipment
- Maintaining the workplace clean, organized and safe
- Environmental health and safety
- Policies and procedures, and rules and regulations of an organization
- Core skills/generic skills/professional skills and technical skills required to perform the job in efficient manner

### 1.1.2 Objectives of the Program

After completing this training program, you will have the skills to:

- Work in a modular furniture manufacturing company, design firm, architect office, builder office or independently as a modular furniture fitter
- Perform your job efficiently
- Work in a safe and secure manner
- Adhere to safety and security guidelines
- Comply with all guidelines and policies of your organization
- Maintain safe, hygienic and secure working environment
- Identify and select appropriate tools and equipment to complete the job
- Use tools and equipment in appropriate manner
- Carry out modular furniture assembly and installation activities efficiently and perfectly
- Handle and maintain tools and equipment in correct and safe manner
- Organize the work area using appropriate methods
- Observe any safety hazards, conditions or unsafe practices at workplace
- Communicate effectively at workplace
- Maintain better workplace relationship
- Possess the right personal qualities, attributes and hygiene for the job



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