

**JOB SPECIFICATION
AND
SKILLS TEST**

JOB TITLE : PRINTING TECHNICIAN, L-2
SECTOR : PRINTING PRESS TECHNICIAN
SUB SECTOR : OFFSET PRINTING

COUNCIL FOR TECHNICAL EDUCATION AND VOCATIONAL TRAINING
NATIONAL SKILLS TESTING BOARD
MADHYAPUR, THIMI-17, SANOTHIMI, BHAKTPUR, NEPAL.
March 2006 (B.S. 2062, Chaitra)

THE NATIONAL SKILLS STANDARD AND TEST WAS DEVELOPED BY:

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Developed jointly by National Skill Testing Board/CTEVT
And
Janak Educational Material Center, Sanothami, Bhaktapur.

Approved by the Tripartite National Skills Testing Board.
March, 2006

1.	JOB TITLE LEVEL	: PRINTING TECHNICIAN : 2 (TWO)
2.	<u>JOB DESCRIPTION:</u> The Printing Technician performs oiling and greasing, loads paper in the feeder pile board, fills inks in the inker, Mounts plate on the plate cylinder, performs test print, adjusts registration mark (pin), performs printing, performs water treatment, sets ink rollers, sets dampening rollers, changes dampening hose, sets blanket, performs ink cleaning.	
3.	<u>LIST OF TASKS:</u> <ol style="list-style-type: none"> 1. Performing of oiling and greasing. 2. Loading of paper on the feeder pile board. 3. Preparing and filling of inks in the inker. 4. Mounting of plate on the plate cylinder. 5. Performing of test print. 6. Adjusting of registration mark (Pin). 7. Performing of printing. 8. Performing of water treatment. 9. Setting of ink rollers. 10. Setting of dampening rollers. 11. Changing of dampening hose. 12. Setting of blanket. 13. Performing of ink cleaning. 	
4.	<u>QUALIFICATION NOTES (ENTRY REQUIREMENTS):</u> <ol style="list-style-type: none"> 1. Physical requirements :- Normal Health 2. Educational qualification requirements:- Read and write specification. 	

TASK SPECIFICATION

5. TASK NO. 1

PERFORMING OF OILING AND GREASING.

JOB TITLE: PRINTING TECHNICIAN, L-2

6.

TASK ELEMENTS:

- 1.1 Dons protective clothing.
- 1.2 Receives verbal instructions/manufacturer's specification.
- 1.3 Identifies lubricating points (oil holes) and grease filling location.
- 1.4 Selects the oil can and grease gun.
- 1.5 Selects oil and grease as specified.
- 1.6 Fills oil-can with quality branded oil and grease gun with prime quality grease.
- 1.7 Lubricates every oil holes at the press with motor oil.
- 1.8 Rotates the press by hand to expose hidden oil holes.
- 1.9 Lubricates the all ink and dampening roller bearings after stops the machine.
- 1.10 Lubricates the delivery and feeder device chain, with penetrating oil or a mixture of equal parts of kerosene and quality motor oil.
- 1.11 Wipes the excess oil with clean cloths.
- 1.12 Cleans the oil drip pan, excess oil accumulated in the pan.

TASK SPECIFICATION

7.

TASK PERFORMANCE REQUIREMENTS:

Oil-can (short nozzle gun), grease gun (long nozzle gun), prime quality branded oil (motor oil), first quality grease, kerosene, cotton cloths for cleaning, printing machine manufacturer's lubrication chart, protective clothing for printing technician.

8.

TASK PERFORMANCE STANDARDS:

- The technician dressed in appropriate protective clothing.
- The manufacturer lubrication chart received.
- Oil holes and grease fitting location identified.
- The oil-can and long grease gun selected.
- Oil and grease selected as specified.
- The oil-can and grease gun filled with prime quality oil and grease.
- In every oil holes of machine oiled with engine oil.
- To expose all hidden oil holes of the press rotated by hand.
- Lubrication performed, when the press is stop.
- Gear grease compound applied on all gears.
- The delivery and feeder devise chain Lubricated with penetrating oil or a mixture of equal parts of kerosene and quality motor oil.
- All the excess oils wiped with a clean cloth.
- The oil drip pan cleaned properly.

9	10	TASK TRAINING DATA			
TASK NO.	T.E. NO.	TECHNICAL KNOWLEDGE	APPLIED CALCULATIONS	GRAPHIC INFORMATION	SAFETY & HYGIENE
1	1.1 1.2 1.3 1.4 1.5 1.6 1.7 1.8	Knowledge of lubrication chart. Knowledge of identifying lubricating points. Knowledge of grease fitting location. Knowledge of hidden oil holes exposing method. Knowledge of using oil can and grease gun. Knowledge of testing oil quality. Knowledge of filling oil can and grease gun Knowledge of cleaning excess oil and drip pan			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

	TASK PERFORMANCE TEST (SKILL ASSESSMENT)		
11.	TASK TITLE: PERFORMING OF OILING AND GREASING. TASK NO: 1(ONE)	LOCATION OF TEST: CANDIDATE'S NAME: EVALUATOR'S NAMES:	
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENTS)
	<p><u>DID THE CANDIDATE?</u></p> <p>1.1 Dress in appropriate protective clothing.</p> <p>1.2 Receive the manufacturer's lubrication chart.</p> <p>1.3 Identify lubricating points (oil holes) and grease fitting locations.</p> <p>1.4 Select the oil-can and long grease gun.</p> <p>1.5 Select specified oil and grease.</p> <p>1.6 Fill oil can and grease gun with required oil and grease.</p> <p>1.7 Lubricate every oil holes of the press with motor oil.</p> <p>1.8 Turn the press by hand to exposing hidden oil holes.</p> <p>1.9 Lubricate the all ink and dampening roller bearings.</p> <p>1.10 Perform lubricating only when the press is stopped.</p> <p>1.11 Apply gear-grease compound on all gears.</p> <p>1.12 Lubricate the delivery and feeder device chain with penetrating oil.</p> <p>1.13 Wipe the all excess oil with a clean cloth.</p> <p>1.14 Clean the oil dripper, excess oil accumulated in the pan.</p>		

TASK SPECIFICATION

5

**TASK NO: 2 (TWO)
LOADING OF PAPER ON THE FEEDER PILE BOARD.**

JOB TITLE: PRINTING TECHNICIAN L- 2

6

TASK ELEMENTS:

- 2.1 Positions the paper and piles before paper loading.
- 2.2 Adjusts the feeder feed board.
- 2.3 Loads the papers on the feed board.
- 2.4 Sets the side pile guide.
- 2.5 Sets the pile height governor.
- 2.6 Sets the tail guides.
- 2.7 Selects and position the feeder sucker.
- 2.8 Adjusts the sheets separators.
- 2.9 Sets the sheets caliper.
- 2.10 Feeds a test sheets.

TASK SPECIFICATION

7

TASK PERFORMANCE REQUIREMENTS

Trimmed paper as required size.

8

TASK PERFORMANCE STANDARD

- A sheet of the paper adjusted to be printed size in the center of the feed board.
- The feed board lowered.
- The trimmed papers on the feed board loaded properly.
- The side pile guides set properly.
- The pile height governor set properly.
- The tail guide set properly.
- The feeder suckers selected and positioned.
- The suction and blast adjusted.
- The sheet separator adjusted properly.
- Sheet caliper set properly.
- For warding - roller adjusted.
- A test sheet feed properly.

9	10	TASK TRAINING DATA			
TASK NO.	T.E. NO.	TECHNICAL KNOWLEDGE	APPLIED CALCULATIONS	GRAPHIC INFORMATION	SAFETY & HYGIENE
2	1. 2. 3. 4. 5. 6. 7. 8.	Knowledge of preparing the feeder unit of the press. Knowledge of various quality, quantity and size of paper. Knowledge of inserting feed board into the right and left support brackets. Knowledge of positioning paper and pile. Knowledge of operator side controls: Various adjusting knobs:- Tilt - knob Air blast - knob Sheet separator - knob Side Standard (side guide) of paper piles. Crank for feed pile etc. Knowledge of paper preloading device. Knowledge of feeding a test sheet before print test. Knowledge of loading method of paper in the machine.			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

11	TASK TITLE:- LOADING OF PAPER ON THE FEEDER PILE BOARD. TASK NO:- 2(TWO)		LOCATION OF TEST: CANDIDATE'S NAME: EVALUATOR'S NAMES:
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENTS)
	<p><u>DID THE CANDIDATE?</u></p> <p>2.1 Position the paper and pile properly. 2.2 Adjust the feeder feed board properly. 2.3 Load the paper on the feed board as required. 2.4 Set the side pile guide properly. 2.5 Set the pile height governor. 2.6 Set tail guide properly. 2.7 Select and positioned the feeder sucker. 2.8 Adjust the sheet separator properly. 2.9 Set the sheet caliper as paper's thickness. 2.10 Perform feeding test sheet properly.</p>		

9	10	TASK TRAINING DATA			
TASK NO.	T.E. NO.	TECHNICAL KNOWLEDGE	APPLIED CALCULATIONS	GRAPHIC INFORMATION	SAFETY & HYGIENE
3	3.1 3.2 3.3 3.4 3.5	Knowledge of selecting proper tools, equipments and materials. Knowledge of filling ink into the ink duct roller. Knowledge of turning the ink duct roller by hand. Knowledge of raising fountain. Knowledge of inks mixing as required proportions.			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)				
11	TASK TITLE: PREPARING AND FILLING OF INKS IN THE INKER TASK NO :- 3 (THREE)			LOCATION OF TEST: CANDIDATE'S NAME: EVALUATOR'S NAMES:
12	TEST FACTORS AND ITEMS		STANDARD MET	STANDARD NOT MET (COMMENTS)
	<u>DID THE CANDIDATE?</u> 3.1 Receive instructions properly. 3.2 Select appropriate tools, equipments and materials. 3.3 Select proper ink to fill the ink duct roller. 3.4 Apply ink to the ink duct roller as appropriate way. 3.5 Tight fix screws properly. 3.6 Mix inks on separate pot properly.			

TASK SPECIFICATION	
5	TASK NO : 4(FOUR) TASK TITLE: MOUNTING OF PLATE ON THE PLATE CYLINDER. JOB TITLE: - PRINTING TECHNICIAN L-2
6	<p><u>TASK ELEMENTS:</u></p> <p>4.1 Receives verbal/written instruction for printing work.</p> <p>4.2 Receives developed offset plate.</p> <p>4.3 Selects appropriate tools, equipments and materials for required plate fitting.</p> <p>4.4 Cleans back of the plate and plate cylinder before plate fitting.</p> <p>4.5 Checks that the image is square on the plate.</p> <p>4.6 Selects packing sheets if necessary.</p> <p>4.7 Pulls the rear clamping bar downwards.</p> <p>4.8 Crimps (bending) the plate as required.</p> <p>4.9 Attaches the leading edge of the plate to the leading edge of the cylinder.</p> <p>4.10 Turns the cylinder to draw the plate and its packing smoothly over the cylinder.</p> <p>4.11 Mounts the plate centered on the cylinder with the image facing the operator.</p> <p>4.12 Tightens the adjusting bolts.</p> <p>4.13 Cleans gum and sponge off the plate with water and start the press.</p>

TASK SPECIFICATION	
7	<p><u>TASK PERFORMANCE REQUIREMENT</u></p> <p>Developed offset plate, plate packing sheets, aerobic gum, clean water, viscovita (sponge), plate wrench, socket wrench, open ended wrench, screw driver, clean cloth, pail, clean glass bowl etc.</p>
8	<p><u>TASK PERFORMANCE STANDARDS:</u></p> <ul style="list-style-type: none"> - Verbal/written instruction received carefully. - Developed offset plate received. - Appropriate tools, equipments and materials selected as required. - The plate and plate cylinder cleaned properly. - The image checked correct square on the plate properly. - The plate edges crimped as required. - The plate inserted fully into the front clamping bar. - The tail edge of the plate Hold and the press round inched sufficiently. - Mount the plate centered on the plate cylinder properly. - All the adjusting bolts tightened as specified torque. - The gum and sponge of the plate cleaned with clean tap water. - The press started and the plate tested.

9	10	TASK TRAINING DATA			
TASK NO.	T.E. NO.	TECHNICAL KNOWLEDGE	APPLIED CALCULATIONS	GRAPHIC INFORMATION	SAFETY & HYGIENE
4	<ol style="list-style-type: none"> 1. 2. 3. 4. 5. 6. 7. 8. 9. 	<p>Knowledge of offset plate (metal, poly plus etc.) and backing sheets.</p> <p>Knowledge of using tools for offset plate fitting.</p> <p>Knowledge of cleaning methods of plate cylinder and developed plate.</p> <p>Knowledge of checking imaged plate.</p> <p>Knowledge of crimping device and crimping plate.</p> <p>Knowledge of inching the press.</p> <p>Knowledge of plate mounting methods on the plate cylinder.</p> <p>Knowledge of removing an offset plate.</p> <p>Knowledge of protecting the plate after printing.</p>			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

	TASK PERFORMANCE TEST (SKILL ASSESSMENT)		
11	TASK TITLE: MOUNTING OF PLATE ON THE PLATE CYLINDER. TASK NO :- 4 (FOUR)	LOCATION OF TEST: CANDIDATE'S NAME: EVALUATOR'S NAMES:	
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENTS)
	<p><u>DID THE CANDIDATE?</u></p> <ul style="list-style-type: none"> 4.1 Receive instruction. 4.2 Receive the developed offset plate carefully. 4.3 Select appropriate tools, equipment and materials. 4.4 Clean back of the plate and plate cylinder with clean cloth before plate mounting. 4.5 Check image of the plate. 4.6 Select packing sheets. 4.7 Clean unsacred thumb wheels properly. 4.8 Pull rear clamping bar downwards. 4.9 Crimp (bending) the plate as required. 4.10 Attach the leading edge of the plate to the leading edge of the cylinder properly. 4.11 Turn the cylinder to draw the plate and its packing smoothly over the cylinder. 4.12 Mount the plate centered on the cylinder properly. 4.13 Tighten the adjusting bolts equally. 4.14 Clean gum, and sponge off the plate with after and start the press. 4.15 Remove an offset plate properly. 		

TASK SPECIFICATION	
5	TASK NO : 5 (FIVE) TASK TITLE: PERFORMING OF TEST PRINT JOB TITLE: - PRINTING TECHNICIAN L-2
6	<p><u>TASK ELEMENTS:</u></p> <p>5.1 Selects tools, equipments and materials.</p> <p>5.2 Sponges off the plate with clean water.</p> <p>5.3 Checks the ink and water balance on the plate.</p> <p>5.4 Starts the press and drop the ink roller for a few revolutions.</p> <p>5.5 Moves the dampeners to the "ON" position.</p> <p>5.6 Checks the plate while it is running for proper ink and water balance.</p> <p>5.7 Raises the ink rollers, and then raises the dampener rollers.</p> <p>5.8 Stops the press and examines the plate to see if it is properly inked. Repeat the above operation, making adjustments to ink and water until the proper balance is obtained.</p> <p>5.9 Starts feeding the sheets. Let four sheets feed into the press, then turns off the air.</p> <p>5.10 Stops the press and gum the plate.</p> <p>5.11 Checks the print on the sheet (paper) and makes all necessary adjustments.</p> <p>5.12 Adjusts the plate cylinder for register if necessary, adjusts the side guides.</p> <p>5.13 Repeats operations under test print (first impression) until satisfactory sample sheets (print) are obtained.</p>

TASK SPECIFICATION	
7.	<p><u>TASK PERFORMANCE REQUIREMENTS:</u></p> <p>Offset machine, trimmed paper, offset inks (black and process ink) fountain solution, clean tape water, gum, viscovita (viscos sponge), inking knife, reducer, ink preparing pot (metal tray), clean glass bowl, kerosene, cleaning powder, surf.</p>
8.	<p><u>TASK PERFORMANCE STANDARDS</u></p> <ul style="list-style-type: none"> - Appropriate tools, equipment and material selected. - The mounted plate sponged off with clean water. - The press started. - The ink roller dropped for few revolutions. - The dampeners moved to the "on" position. - The plate checked while it is running for proper ink and water balance. - The ink roller rose and the dampener rollers rose. - The press stopped and the plate examined to see if it is properly inked. - The above operations repeated. - Adjustments made to ink and water until the proper balance is obtained. - The plate with water sponged off and the press started for first impression. - The dampeners moved to "on" position. - The ink rollers dropped. - The sheets feeding started. - Let four to five sheets feed in to the press. - The air turned off. - The ink rollers and dampener rollers rose. - The press stopped and gum the plate. - The print checked on the sheet. - All necessary adjustments made. - The plate cylinder for register adjusted, if necessary the side guides adjusted. - Operations under test print (first impression) repeated until satisfactory sample sheets are obtained.

9	10	TASK TRAINING DATA			
TASK NO.	T.E. NO.	TECHNICAL KNOWLEDGE	APPLIED CALCULATIONS	GRAPHIC INFORMATION	SAFETY & HYGIENE
5	1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19.	Knowledge of using of tools, equipment and materials. Knowledge of switch sets on the printing unit. Knowledge of control panel on the printing unit. Knowledge of control panel on delivery. Knowledge of control panel feeder. Knowledge of operator side controls. Knowledge of cleaning method of mounted offset plate on the plate cylinder. Knowledge of setting speed control. Knowledge of adjusting blanket tension. Knowledge of adjusting plate cylinder. Knowledge of dampening mechanism. Knowledge of preparing feeder unit. Knowledge of adjusting procedure of register (pin). Knowledge of setting the delivery control. Knowledge of setting the impression cylinder. Knowledge of inking mechanism. Knowledge of checking ink and water balance and water treatment. Knowledge of printing procedure for test print. Knowledge of stopping procedure of printing press.			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

11	TASK TITLE:- PERFORMING OF TEST PRINT. TASK NO: 5 (FIVE)	LOCATION OF TEST: CANDIDATE'S NAME: EVALUATOR'S NAMES:	
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENTS)
	<p><u>DID THE CANDIDATE?</u></p> <p>5.1 Select appropriate tools, equipment and materials.</p> <p>5.2 Sponge off the mounted plate with clean water properly.</p> <p>5.3 Check ink and water balance on plate.</p> <p>5.4 Start the press and drop the ink rollers safely.</p> <p>5.5 Moving the dampener, to the 'ON' positioned.</p> <p>5.6 Check the plate while it is running for proper ink and dampener roller.</p> <p>5.7 Raise the ink and dampener roller.</p> <p>5.8 Stop the press and examine the plate to see if it is properly inked.</p> <p>5.9 Repeat the above operation, make adjustments to ink and water until the proper balance is obtained.</p> <p>5.10 Test first Impression.</p> <p>5.11 Sponge off the plate with water and start the press.</p> <p>5.12 Move the dampeners to "ON" position and drop the inking rollers.</p>		

TASK SPECIFICATION	
5	TASK NO : 6(SIX) TASK TITLE: ADJUSTING (SETTING) OF REGISTER JOB TITLE: - PRINTING TECHNICIAN L-2
6	<u>TASK ELEMENTS:</u> 6.1 Selects tools and equipment. 6.2 Sets the side guides near or far side for adjust register (pin). 6.3 Loosens the set screw (side guide) and move the side guide up to the edge of the sheet and lock it in position. 6.4 Inches the press until the grippers takes the sheet.

TASK SPECIFICATION	
7	<u>TASK PERFORMANCE REQUIREMENTS:</u> Screw driver and wrench set.
8	<u>TASK PERFORMANCE STANDATRDS</u> <ul style="list-style-type: none"> - The side guides near or far side for adjust register (pin) set. - The set screw (side guide) loosened and the side guide moved up to the edge of the sheet and locked it in position. - The press inched until the grippers took the sheet.

9	10	TASK TRAINING DATA			
TASK NO.	T.E. NO.	TECHNICAL KNOWLEDGE	APPLIED CALCULATIONS	GRAPHIC INFORMATION	SAFETY & HYGIENE
6	1. 2. 3	Knowledge of using tools, equipment and materials. Knowledge of setting the side guides near or far side for adjusted register (pin). Knowledge of loosening the set screw (side guide) and moving the side guide up to the edge of the sheet and lock it in position.			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)			
11	TASK TITLE: ADJUSTING (SETTING) OF REGISTER TASK NO: 6(SIX)		LOCATION OF TEST: CANDIDATE'S NAME: EVALUATOR'S NAMES:
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENTS)
	<u>DID THE CANDIDATE?</u> 6.1 Select proper tools and equipment. 6.2 Set the side guides near or far side for adjust register (pin). 6.3 Loose the set screw (side guide) and move the side guide up to the edge of the sheet and lock it in position. 6.4 Inch the press until the grippers take the sheet.		

TASK SPECIFICATION	
5	<p>TASK NO : 7 (SEVEN)</p> <p>TASK TITLE: PERFORMING OF PRINTING</p> <p style="text-align: right;">JOB TITLE: - PRINTING TECHNICIAN L-2</p>
6	<p><u>TASK ELEMENTS:</u></p> <p>7.1 Receives verbal/written instruction.</p> <p>7.2 Dons protecting clothing.</p> <p>7.3 Selects tools, equipment and materials as required.</p> <p>7.4 Lubricates the press.</p> <p>7.5 Sets the speed control.</p> <p>7.6 Adjusts the blanket tension.</p> <p>7.7 Checks installed an offset plate.</p> <p>7.8 Prepares the dampening mechanism.</p> <p>7.9 Prepares the feeder unit.</p> <p>7.10 Sets the register controls.</p> <p>7.11 Sets the delivery controls.</p> <p>7.12 Adjusts the impression cylinder setting.</p> <p>7.13 Prepares the inking mechanism.</p> <p>7.14 Checks the ink and water balance on the plate.</p> <p>7.15 Performs trail printing.</p> <p>7.16 Checks the printing page number properly.</p> <p>7.17 Sets the counter.</p> <p>7.18 Sponges off the plate.</p> <p>7.19 Starts the press.</p> <p>7.20 Moves dampeners to "ON" position.</p> <p>7.21 Drops the ink rollers.</p> <p>7.22 Starts the air pump.</p> <p>7.23 Starts feeding the sheets.</p> <p>7.24 Checks the running press.</p> <p>7.25 Checks the register (pin), ink coverage frequently and delivery controls.</p> <p>7.26 Checks printing order sheet and counter number displayed.</p> <p>7.27 Unloads the printed sheets from delivery board.</p> <p>7.28 Stops the press: Shut off the air, lift the ink roller, lift the water roller(dampener roller), Stops the press, gum the plate and dry it, clean the ink fountain, washes the press, washes and powder the blanket, cleans out the water fountain, cleans and returns tool and equipment.</p>

TASK SPECIFICATION	
7.	<p><u>TASK PERFORMANCE REQUIREMENTS:</u></p> <p>Offset printing machine, paper cutting machine, termed paper as a printing order, offset inks (black and process ink), clean tap water, aerobic gum fountain solution, viscovita (viscos sponge), inking knife, ink reducer, ink preparing metal tray(pot), pail, clean glass bowl, safety can with press solvent, cleaning powder, kerosene, surf, ring spanner, screw driver, clean cloth.</p>
8.	<p><u>TASK PERFORMANCE STANDATRDS</u></p> <ul style="list-style-type: none"> - The Press technician dressed in appropriate safety clothing. - Appropriate tools, equipment and materials selected. - Appropriate lubricants to the machine lubricated - Speed control set properly - The blanket tension adjusted properly. - The offset plate adjusted properly. - Dampening mechanism prepared. - Feeder unit prepared. - Register control set properly. - Delivery unit adjusted. - Impression cylinder adjusted according to paper thickness. - Inking mechanism prepared. - Ink and water balance checked. - Trail printing performed. - The counter set. - The mounted plate cleaned with the help of viscovita water. - The press started. - Dampeners moved to "ON" position. - The ink roller dropped properly. - The air pump started and the sheets feed. - The running press checked. - The register, ink coverage frequently and delivery control checked. - Print order sheet and counter number checked. - The printed sheets unloaded from delivery unit. - The press shot downed safely. - Used tools and equipment cleaned and returned to specified location.

9	10	TASK TRAINING DATA			
TASK NO.	T.E. NO.	TECHNICAL KNOWLEDGE	APPLIED CALCULATIONS	GRAPHIC INFORMATION	SAFETY & HYGIENE
7	1	Knowledge of main technical data for used printing press machine.			
	2	Knowledge of control of the press and operating procedures.			
	3	Knowledge of control panel, information display.			
	4	Knowledge of lubricating points and lubricants.			
	5	Knowledge of setting speed controls.			
	6	Knowledge of adjusting blanket setting.			
	7	Knowledge of adjusting plate cylinder.			
	8	Knowledge of dampening mechanism.			
	9	Knowledge of preparing feeder unit.			
	10	Knowledge of adjusting procedure of register (pin) according to plate image and paper size.			
	11	Knowledge of setting the delivery control.			
	12	Knowledge of setting the impression cylinder thickness of paper.			
	13	Knowledge of preparing of inking mechanism.			
	14	Knowledge of checking ink and water balance and treatment.			
	15	Knowledge of trial printing procedure.			
	16	Knowledge of removing offset plate and applies the gum on the plate.			
	17	Knowledge of sequence of process color printing.			
	18	Knowledge of fountain solution and PH value.			
	19	Knowledge of press solvent.			
	20	Knowledge of stopping method of the press.			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

	TASK PERFORMANCE TEST (SKILL ASSESSMENT)		
11	TASK TITLE:- PERFORMING OF PRINTING TASK NO: 7 (SEVEN)		LOCATION OF TEST: CANDIDATE'S NAME: EVALUATOR'S NAMES:
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENTS)
	<p><u>DID THE CANDIDATE?</u></p> <p>7.1 Receive verbal/written instruction properly.</p> <p>7.2 Dress in appropriate safety clothing.</p> <p>7.3 Select appropriate tools, equipment and materials as required.</p> <p>7.4 Apply lubricants to the proper oil holes of press.</p> <p>7.5 Set the speed control properly.</p> <p>7.6 Adjust the blanket tension properly.</p> <p>7.7 Check installed plate on the plate cylinder.</p> <p>7.8 Prepare dampening unit properly.</p> <p>7.9 Prepare feeder unit.</p> <p>7.10 Adjust register controls.</p> <p>7.11 Set delivery unit.</p> <p>7.12 Adjust the impression cylinder setting properly.</p> <p>7.13 Prepare inking unit.</p> <p>7.14 Check ink and water balance on the plate while the press is running.</p> <p>7.15 Perform trail print before the press run.</p> <p>7.16 Set the counter.</p> <p>7.17 Sponge off the plate.</p> <p>7.18 Move dampener to "ON" position.</p> <p>7.19 Start feeding the sheets.</p> <p>7.20 Check the running press.</p>		

TASK SPECIFICATION	
5	TASK NO 8 (EIGHT) TASK TITLE: PERFORMING OF WATER TREATMENT. JOB TITLE: - PRINTING TECHNICIAN L-2
6	<u>TASK ELEMENTS:</u> 8.1 Selects tools, equipment and materials. 8.2 Selects high performance fountain solution as required amount. 8.3 Follows the fountain solution manufacturer's directions (instruction) for water treatment. 8.4 Pours the amount of fountain (dampening) solution; concentrate required to produce a mixture of the specified ratio into the container. 8.5 Fills the container with water as required. 8.6 Installs the fountain solution container to the dampener unit (dampening fountain).

TASK SPECIFICATION	
7.	<u>TASK PERFORMANCE REQUIREMENT</u> Fountain solution, clean tap water, fountain solution container.
8.	<u>TASK PERFORMANCE STANDARDS</u> <ul style="list-style-type: none"> - High performance fountain solution selected as required amount. - The fountain (dampening) solution and concentrate required to produce a mixture of the specified ratio into the container mixed. - Water filled into the container as required. - The fountain solution container installed to the dampener unit (dampening fountain).

9	10	TASK TRAINING DATA			
TASK NO.	T.E. NO.	TECHNICAL KNOWLEDGE	APPLIED CALCULATIONS	GRAPHIC INFORMATION	SAFETY & HYGIENE
8	1 2 3 4 5 6	Knowledge of using tools, equipment and materials. Knowledge of selecting high performance fountain solution as required amount. Knowledge of following the fountain solution manufacturer's directions (instruction) for water treatment. Knowledge of pouring the amount of fountain (dampening) solution; concentrate required to produce a mixture of the specified ratio into the water container. Knowledge of filling the container with water as required. Knowledge of installing the fountain solution container to the dampener unit (dampening fountain).			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

11	TASK TITLE:- PERFORMING OF WATER TREATMENT TASK NO:8 (EIGHT)		LOCATION OF TEST: CANDIDATE'S NAME: EVALUATOR'S NAMES:
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENTS)
	<p><u>DID THE CANDIDATE?</u></p> <p>8.1 Select tools, equipment and materials.</p> <p>8.2 Select high performance fountain solution as required amount.</p> <p>8.3 Follow the fountain solution manufacturer's directions (instruction) for water treatment.</p> <p>8.4 Pour the amount of fountain (dampening) solution; concentrate required to produce a mixture of the specified ratio into the container.</p> <p>8.5 Fill the container with water as required.</p> <p>8.6 Install the fountain solution container to the dampener unit (dampening fountain).</p>		

TASK SPECIFICATION	
5	TASK NO : 9 (NINE) TASK TITLE: SETTING OF INK ROLLERS JOB TITLE: - PRINTING TECHNICIAN L-2
6	<p><u>TASK ELEMENTS:</u></p> <p>9.1 Selects tools, equipments and materials.</p> <p>9.2 Adjusts ink vibrator and steel oscillating roller:-</p> <ul style="list-style-type: none"> - Loosens lock nut and adjusts with hex head bolt. - Tightens lock nut after adjustment has been completed. <p>9.3 Adjusts the distributor roller to the adjacent steel oscillating roller by adjusting screws using screw driver.</p> <p>9.4 Adjusts the ink duct (fountain) screws for accurate ink feed setting.</p> <p>9.5 Turns the ratchet quickly by hand for allows the ink duct roller.</p> <p>9.6 Sets form rollers equal and correct pressure.</p> <p>9.7 Adjust the form roller to the vibrato and plate cylinder.</p> <p>9.8 Adjusts the pressure doctor roller and top distributing roller.</p> <p>9.9 Tightens wing nuts and locknut.</p>

	TASK SPECIFICATION
7.	<p><u>TASK PERFORMANCE REQUIREMENTS:</u></p> <p>Screw driver (short and long)</p>
8.	<p><u>TASK PERFORMANCE STANDARDS</u></p> <ul style="list-style-type: none"> - Ink vibrator and steel oscillating roller adjusted:- <ul style="list-style-type: none"> • Lock nut with hex head bolt adjusted as required. • Lock nut after adjustment has been tightened. - The distributor roller adjusted to the adjacent steel oscillating roller by adjusting screws using screw driver. - The ink duct (fountain) screws adjusted for accurate ink feed setting. - The ratchet turned quickly by hand for allows the ink duct roller. - Form rollers set equal and correct pressure. - The form rollers adjusted to the vibrator and plate cylinder. - The pressure ductor roller and top distributing roller adjusted - Wing nuts and locknut tightened as specified torque.

9	10	TASK TRAINING DATA			
TASK NO.	T.E. NO.	TECHNICAL KNOWLEDGE	APPLIED CALCULATIONS	GRAPHIC INFORMATION	SAFETY & HYGIENE
9	1 2 3 4 5 6 7 8 9	<p>Knowledge of selecting proper tools, equipments and materials.</p> <p>Knowledge of adjusting the ink vibrator and steel oscillating roller</p> <p>Knowledge of adjusting the distributor rollers to the adjacent steel oscillating roller by adjusting screws using screw driver.</p> <p>Knowledge of adjusting the ink duct (fountain) screws for accurate ink feed setting.</p> <p>Knowledge of turning the ratchet quickly by hand for allows the ink duct roller.</p> <p>Knowledge of setting forms rollers equal and correct pressure.</p> <p>Knowledge of adjusting the form roller to the vibrator and plate cylinder.</p> <p>Knowledge of adjusting the pressure doctor roller and top distributing roller.</p> <p>Knowledge of tightening wing nuts and locknut.</p>			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

11	TASK TITLE:- SETTING OF INK ROLLERS TASK NO: 9 (NINE)	LOCATION OF TEST: CANDIDATE'S NAME: EVALUATOR'S NAMES:	
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENTS)
	<p><u>DID THE CANDIDATE?</u></p> <p>9.1 Select appropriate tools, equipments and materials.</p> <p>9.2 Adjust ink vibrator and steel oscillating roller properly.</p> <p>9.3 Adjust the distributor rollers to the adjacent steel oscillating roller by adjusting screws using screw driver.</p> <p>9.4 Adjust the ink duct (fountain) screws for accurate ink feed setting.</p> <p>9.5 Turn the ratchet quickly by hand for allow the ink duct roller</p> <p>9.6 Set form rollers equal and correct pressure.</p> <p>9.7 Adjust the form roller to the vibrator and plate cylinder.</p> <p>9.8 Adjust the pressure ductor roller and top distributing roller.</p> <p>9.9 Tighten wing nuts and locknut.</p>		

TASK SPECIFICATION	
5	TASK NO : 10 (TEN) TASK TITLE: SETTING OF DAMPENING ROLLERS. JOB TITLE: - PRINTING TECHNICIAN L-2
6	<p><u>TASK ELEMENTS:</u></p> <p>10.1 Selects tools, equipments and materials.</p> <p>10.2 Sets the dampening rollers and adjusts pressure of dampening rollers, if necessary..</p> <p>10.3 Adjusts ductor roller and fountain roller by regulating the adjusting screws.</p> <p>10.4 Checks the pressure setting of dampening rollers before starting the press.</p> <p>10.5 Wets dampening rollers cover before starting the press.</p> <p>10.6 Supplies the amount of water to the dampening unit move by control ratchet lever.</p> <p>10.7 Cleans dirty dampening covered roller after removing from the press.</p>

TASK SPECIFICATION	
7	<p><u>TASK PERFORMANCE REQUIREMENTS:</u></p> <p>Ring spanner, screw driver, socket wrench, T wrench, Dampening roller cover, Soft brush, Cold lukewarm water..</p>
8	<p><u>TASK PERFORMANCE STANDATRDS</u></p> <ul style="list-style-type: none"> - Tools, equipments and materials collected - Following dampening roller settled and adjusted <ul style="list-style-type: none"> • Ductor roller to fountain roller. • Ductor roller to distributing roller. • Form rollers to distributing rollers. • Form rollers to plate cylinder. - Ductor roller and fountain roller adjusted and regulated by the adjusting screws. - The pressure setting of dampening rollers checked before starting - Dampening roller cover wet down before starting the press. - The amount of water supplied to the dampening unit move by control ratchet lever. - Dirty dampening covered roller cleaned after remove from the press.

9	10	TASK TRAINING DATA			
TASK NO.	T.E. NO.	TECHNICAL KNOWLEDGE	APPLIED CALCULATIONS	GRAPHIC INFORMATION	SAFETY & HYGIENE
10	1 2 3 4	Knowledge of Tools, equipments and materials Knowledge of setting and adjusting the pressure of following damping roller:- <ul style="list-style-type: none"> - Ductor roller to fountain roller. - Ductor roller to distributing roller. - Form rollers to distributing rollers. - Form rollers to plate cylinder. Knowledge of checking the pressure setting of dampening rollers before starting the press. Knowledge of supplying the amount of water to the dampening unit move by control ratchet lever.			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

	TASK PERFORMANCE TEST (SKILL ASSESSMENT)		
11	TASK TITLE:- SETTING OF DAMPENING ROLLERS TASK NO:10 (TEN)		LOCATION OF TEST: CANDIDATE'S NAME: EVALUATOR'S NAMES:
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENTS)
	<p><u>DID THE CANDIDATE?</u></p> <p>10.1 Select appropriate tools, equipments and materials.</p> <p>10.2 Set and adjust the pressure of following damping roller:-</p> <ul style="list-style-type: none"> - Ductor roller to fountain roller. - Ductor roller to distributing roller. - Form rollers to distributing rollers. - Form roller to plate cylinder. <p>10.3 Contact between doctor roller and fountain roller regulate by the adjusting screws.</p> <p>10.4 Check the pressure setting of dampening rollers before starting the press.</p> <p>10.5 Wet down dampening roller cover before starting the press.</p> <p>10.6 Supply the amount of water to the dampening unit move by control ratchet lever.</p> <p>10.7 Wash dirty dampening covered roller after remove from the press.</p>		

TASK SPECIFICATION	
5	TASK NO : 11 (ELEVEN) TASK TITLE: CHANGING OF DAMPENING HOSE (COVER) JOB TITLE: - PRINTING TECHNICIAN L-2
6	<u>TASK ELEMENTS:</u> 11.1 Selects tools, equipments and materials. 11.2 Receives readymade dampener cover (hose) as per roller size. 11.3 Measures dampening roller and dampening cover properly. 11.4 Cuts a piece of the dampener cover approximately 2 inch to 3 inches longer than the roller with scissor. 11.5 Turns in about 2" of the cover. 11.6 Mounts this end on the roller. 11.7 Slides the cover over itself on to the roller. 11.8 Ties down the ends of the cover with string or rubber bands. 11.9 Makes sure the dampener roller is packed to the proper diameter mounting the dampener roller cover (hose).

TASK SPECIFICATION	
7	<u>TASK PERFORMANCE REQUIREMENTS:</u> Dampening rollers cover (hose) as roller sizes, measuring tape, scissors, string or rubber bands.
8	<u>TASK PERFORMANCE STANDATRDS</u> <ul style="list-style-type: none"> - Readymade dampener cover (hose) received as per roller size. - Dampening roller and dampening covered properly. - Pieces of the dampener cover cut and turned properly - Dampener roller is packed to the proper diameter mounting the dampener roller cover (hose).

9	10	TASK TRAINING DATA			
TASK NO.	T.E. NO.	TECHNICAL KNOWLEDGE	APPLIED CALCULATIONS	GRAPHIC INFORMATION	SAFETY & HYGIENE
11	1	Knowledge of selecting dampener cover (hose) as per roller size.	Cuts a piece of the dampener cover approximately 2 inch to 3 inches longer than the roller with scissor		
	2	Knowledge of measuring dampening roller and dampening cover properly.			
	3	Knowledge of mounting dampening cover end on the roller.	Turn in about 2" of the cover		
	4	Knowledge of tie down the ends of the cover with string or rubber bands.			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

11	TASK TITLE:- CHANGING OF DAMPENING HOSE. TASK NO:11 (ELEVEN)	LOCATION OF TEST: CANDIDATE'S NAME: EVALUATOR'S NAMES:
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12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENTS)
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	<p><u>DID THE CANDIDATE?</u></p> <p>11.1 Select appropriate tools, equipments and materials. 11.2 Receive readymade dampener cover (hose) as per roller size. 11.3 Measure dampening roller and dampening cover properly. 11.4 Cut a piece of the dampener cover approximately 2 inch to 3 inches longer than the roller with scissor. 11.5 Turn in about 2" of the cover. 11.6 Mount this end on the roller. 11.7 Slide the cover over itself on to the roller. 11.8 Tie down the ends of the cover with string or rubber bands.</p>		
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TASK SPECIFICATION	
5	TASK NO : 12(TWELVE) TASK TITLE: SETTING OF BLANKET JOB TITLE: - PRINTING TECHNICIAN L-2
6	<p><u>TASK ELEMENTS:</u></p> <p>12.1 Selects appropriate blanket sheet and packing sheets (underlay).</p> <p>12.2 Selects tools, equipment and materials.</p> <p>12.3 Measures the thickness of the blanket with a micrometer calipers.</p> <p>12.4 Marks and punches the necessary holes, if necessary.</p> <p>12.5 Opens the front and rear clamping bars and slides the clamping edges of the blanket into them.</p> <p>12.6 Clamps up the bars with a socket wrench.</p> <p>12.7 Makes sure that all the clamping bolts are equally tight.</p> <p>12.8 Places front clamping bar into the setting (Mounting) bar on the blanket cylinder.</p> <p>12.9 Holds the blanket up with a left hand and with a right hand places the underlay sheets over the leading edge of the blanket cylinder.</p> <p>12.10 Inches the press forward until the rear mounting (installing) bar appears.</p> <p>12.11 Presses the rear clamping bar with "T" wrench.</p> <p>12.12 Tightens up the blanket first at the tail edge then at the leading edge with a socket wrench.</p> <p>12.13 Re-tightens after a few hundreds impressions,(if used new offset blankets) but only at the tail edge.</p> <p>12.14 Tightens all screws, if tightening screws are used each equally.</p> <p>12.15 Washes the blanket with water to removes gum solution.</p> <p>12.16 Dissolves any dried ink on the blanket with press solvent.</p> <p>12.17 Keeps the blanket absolutely cleans for the printing work.</p>

TASK SPECIFICATION	
7	<p><u>TASK PERFORMANCE REQUIREMENTS:</u> Blanket sheets, packing sheets, micrometer caliper, Blanket punching machine, socket wrench, T wrench. open ended wrench, steel ruler, scissors, kerosene, clean cloth, clean water, press solvent, French chalk.</p>
8	<p><u>TASK PERFORMANCE STANDATRDS</u></p> <ul style="list-style-type: none"> - Appropriate blanket sheet and packing sheets selected. - Appropriate tools, equipment and materials selected. - The necessary holes punched as required (if necessary). - The front and rear clamping bars opened. - Edge of the blanket clamped properly. - The bars with a socket wrench clamped up properly. - All the clamping bolts are equally tightened. - Front clamping bar into the mounting bar placed on the blanket cylinder. - The underlay (packing) sheet over the leading edge of the blanket cylinder placed properly. - The press forward inched until the rear mounting bar appears. - The rear clamping bar pressed. - Blanket tightened first at the tail edge then the leading edge with a socket wrench. - All screws tightened equally. - Blanket washed. - Any dried ink on the blanket dissolved with press solvent.

9	10	TASK TRAINING DATA			
TASK NO.	T.E. NO.	TECHNICAL KNOWLEDGE	APPLIED CALCULATIONS	GRAPHIC INFORMATION	SAFETY & HYGIENE
12	1 2 3 4 5 6 7 8 9 10	Knowledge of Blanket Sheets. Knowledge of care and use of tools, equipment and materials. Knowledge of opening the front and rear clamping bars and installing the blanket. Knowledge of all the clamping bolts equally tighten. Knowledge of front clamping bar into the setting bar on the blanket cylinder. Knowledge of holding the blanket up and placing the underlay sheets. Knowledge of inching the press. Knowledge of tightening equally all screws. Knowledge of washing the blanket and removing gum solution and dried ink on the blanket. Knowledge of keeping the blanket absolutely cleans for the best printing.			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

	TASK PERFORMANCE TEST (SKILL ASSESSMENT)		
11	TASK TITLE:- SETTING OF BLANKET. TASK NO:12 (TWELVE)	LOCATION OF TEST: CANDIDATE'S NAME: EVALUATOR'S NAMES:	
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENTS)
	<p><u>DID THE CANDIDATE?</u></p> <p>12.1 Select appropriate blanket and packing sheets as per machine.</p> <p>12.2 Select tools, equipment and materials as required.</p> <p>12.3 Measure the thickness of the blanket.</p> <p>12.4 Mark and punch the necessary holes properly.</p> <p>12.5 Open clamping bars and slide the clamping edge of the blanket.</p> <p>12.6 Clamp up the bars.</p> <p>12.7 Check all clamping bolt equally tight.</p> <p>12.8 Place front clamping bar into the setting bar on the blanket cylinder properly.</p> <p>12.9 Hold the blanket up and place the underlay sheet properly.</p> <p>12.10 Inch the press as required.</p> <p>12.11 Press the rear clamping bar properly.</p> <p>12.12 Tighten both edge of blankets.</p> <p>12.13 Tighten all screws, if tightening screw are used each equally.</p> <p>12.14 Wash blanket.</p> <p>12.15 Dissolve dried ink on the blanket.</p> <p>12.16 Keep the blanket absolutely clean for the best printing work.</p>		

TASK SPECIFICATION	
5	TASK NO : 13(THIRTEEN) TASK TITLE: PERFORMING OF INK CLEANING JOB TITLE: - PRINTING TECHNICIAN L-2
6	<p><u>TASK ELEMENTS:</u></p> <p>13.1 Selects tools, equipment and materials.</p> <p>13.2 Scrapes all ink out of the fountain (inker)</p> <p>13.3 Removes residues of ink from the fountain.</p> <p>13.4 Cleans the fountain roller blade, ductor-roller, and fountain roller with kerosene.</p> <p>13.5 Attaches the roller wash up device to the press, then starts the press, while it is running, applies kerosene.</p> <p>13.6 Applies special press wash-up solution if available.</p> <p>13.7 Drains the wash-up device and removes it from the press.</p> <p>13.8 Disposes of the waste ink and kerosene by pouring the mixture a fire proof metal bucket carefully.</p> <p>13.9 Cleans the roller by wiping the ends with gasoline-soaked rag.</p> <p>13.10 Cleans the ends of each roller carefully to prevent dried ink accumulations.</p> <p>13.11 Places all used press cloths into a covered metal safety can.</p>

TASK SPECIFICATION	
7	<u>TASK PERFORMANCE REQUIREMENTS:</u> Kerosene, Cleaning cloth (rag), Metal bucket, scraping knife, press wash up solution
8	<u>TASK PERFORMANCE STANDATRDS</u> <ul style="list-style-type: none"> • All ink out of the fountain (inker) scraped. • The roller wash up device attached. • The ink fountain blade removed. • The fountain roller blade, ductor-roller, and fountain roller cleaned with kerosene. • The washed-up devices drained and removed it from the press. • The waste ink and kerosene disposed by pouring the mixture a fire proof metal bucket.

9	10	TASK TRAINING DATA			
TASK NO.	T.E. NO.	TECHNICAL KNOWLEDGE	APPLIED CALCULATIONS	GRAPHIC INFORMATION	SAFETY & HYGIENE
13	1 2 3	Knowledge of attaching the wash up device. Knowledge of cleaning the fountain roller blade, ductor-roller, and fountain roller with kerosene. Knowledge of disposing of the waste ink and kerosene by pouring the mixture a fire proof metal bucket.			

TASK PERFORMANCE TEST (SKILL ASSESSMENT)

11	TASK TITLE:- PERFORMING OF INK CLEANING TASK NO:13 (THIRTEEN)	LOCATION OF TEST: CANDIDATE'S NAME: EVALUATOR'S NAMES:	
12	TEST FACTORS AND ITEMS	STANDARD MET	STANDARD NOT MET (COMMENTS)
	<p><u>DID THE CANDIDATE?</u></p> <p>13.1 Scrape all ink out of the fountain (inker)</p> <p>13.2 Remove residues of ink from the fountain.</p> <p>13.3 Clean the fountain roller blade, ductor-roller, and fountain roller with kerosene.</p> <p>13.4 Attach the roller wash up device to the press, then start the press, while it is running, apply kerosene.</p> <p>13.5 Apply special press wash-up solution if available.</p> <p>13.6 Drain the wash-up device and remove it from the press.</p> <p>13.7 Dispose of the waste ink and kerosene by pouring the mixture a fire proof metal bucket carefully.</p> <p>13.8 Clean the roller by wiping the ends with gasoline-soaked rag.</p> <p>13.9 Clean the ends of each roller carefully to prevent dried ink accumulations.</p> <p>13.10 Place all used press cloths into a covered metal safety.</p>		