

Post Graduate Diploma in Knitwear Industry Management (PGD-KIM)

Executive Development Center (EDC)
BRAC Institute of Governance and Development (BIGD)
BRAC UNIVERSITY



Industry Attachment Report

on

Dekko Knitwear's Ltd. (Epyllion Group)



Corporate Office: 227/A-Ninakabbo, Tejgaon-Gulshan Link Road, Dhaka, Bangladesh

Factory: Plot-I/5,7,9,11,13, Road-6, Section -7, Mirpur, Dhaka-1216, Bangladesh

ACADEMIC SUPERVISOR	INDUSTRIAL SUPERVISOR
Mehnaz Rabbani, Lead, Research (RPGG) BIGD, BRAC University.	MD. Mostafizur Rahman Asst. Manager (Cutting) Dekko Knitwear's Ltd.

SUBMITTED BY

Md. Abu Noman
PGD-KIM, INTAKE-01
ID: 18281004, Section: A

Peoriod of Internship: May to July, 2019 (3 Month)

Declaration:

This is **Md. Abu Noman**, bearing **ID no. 18281004** as a student of **Post Graduate Diploma in Knitwear Industry Management from BRAC University**; hereby I strongly assure that this report work entitled Procedure of **Dekko Knitwear's Ltd** and it also declared that this report has not been submitted for any other degree, diploma, or any kind of related titles. In my internship program I am supervised under **Md. Mostafizur Rahman (Asst. Manager, Cutting)**. This internship program helps me to learn new things.

Md. Abu Noman

PGD-KIM, Intake-1

ID: 18281004

Letter of Transmittal

1st August, 2019

Mehnaz Rabbani
Lead, Research (RPGG) BIGD,
BRAC University.

Subject: Submission of internship report.

Dear Madam,

With due respect, as a student of BRAC University, I have prepared my internship report on “Dekko Knitwear’s Limited”. I have tried my level best to follow your guidelines in every aspect of planning of this report. I have also collected what I believe to be the most important information to make this report specific and accurate as possible. I am honestly thankful for your guidance during the preparation of this draft of the report. I hope you will appreciate my effort. I have done the study in a complete form and I have tried my level best to conduct this in a professional manner. It is true that, it could have been done in a better way if there were no limitations.

I hope you will assess my report considering the limitations of the study.

Yours sincerely,

Md. Abu Noman
PGD-KIM, Intake-1
ID: 18281004

To Whom It May Concern

Mr. Abu Noman, ID: 18281004 has been submitted in particular fulfillment of the requirement of **Post Graduate Diploma in Knitwear Industry Management (PGD-KIM)** from BRAC Institute of Governance and Development. This report is based on three months industrial training under executive development program.

I wish all success in his profession and academic life.

Mehnaz Rabbani

Asst. Proffesor

Lead research (RPGG), BIGD.

BRAC Univercity

Non-disclosure Agreement: (Industry Supervisor)

This is the clearance that **Md. Abu Noman** student of **Post Graduate Diploma in Knitwear Industry Management, BRAC University** successfully completed his internship program in Dekko knitwear's ltd. In this internship program he was supervised by me (**Md. Mostafizur Rahman, Asst. Manager, Cutting**). During this internship program he is very serious about learning's new thing. During internship we don't faced any kind of problems by him. The authority of **Dekko knitwear's ltd.** is very happy about his performance and I wish him good luck and a very successful life.

Md. Mostafizur Rahman

Asst. Manager, Cutting

Dekko Knitwear's Ltd.

Acknowledgement:

At first, I am very much grateful to almighty Allah for finishing my work properly. My attachment was the practical experience of working in the industry. On the whole course, I am really thankful to **Mehnaz Rabbani (Lead, Research (RPGG) BIGD, BRAC University)**, the Supervisor of PGD-KIM course for providing me right guidelines. I am also thankful to the authority and employees of Dekko knitwear's ltd.

I would like to gratefully acknowledge to the authorities of **Dekko knitwear's ltd.** for giving me permission to carry out my internship in their industry. My heartfelt thanks also go to **Mr. Thilak Sir** (Sr. Manager-QAD) and **Mr. Mostafizur Rahman** (Asst. Manager, Cutting) for offering me the internship opportunities in Dekko knitwear's ltd and leading me working on this report. Their support, leadership, recommendation throughout the internship, as well as pain-staking efforts deeply appreciated. Indeed, without their guidance, I would not be able to complete the report properly.

I am really thankful to all the official staffs of all department for their cordial behavior and support to gather information regarding to the industrial attachment.

Executive summary:

Dekko knitwear's Ltd. is the mother factory of Epyllion Group. Here, this is a great chance for me to do my internship in one of its concern organization "Dekko knitwear's Ltd". This is a large Knitwear manufacturing factory with all the facilities. **Dekko knitwear's Ltd.** and all other factories name **Epyllion Knitwear's ltd, Drezilng Dresses Ltd. Epyllion Style Ltd.** All are garments manufacturers and **Epyllion Washing Plant** is a washing factory. In this age, Bangladesh is flourished with RMG sector where this division has its immense contribution.

As a large Knitwear manufacturing factory has numbers of employees and the productivity is getting increase day by day. In the whole procedure of exporting garments to the retailer of abroad and to communicate with them, merchandisers have a great influence and responsibilities. When, the order is taken from buyer the duty comes to the floor of merchandisers and before going production they do almost everything to make the business smooth. So, the work starts with the order taking and making business relationship. Then sample making, planning, booking of every single material for samples and getting approval are all the key responsibilities of merchandisers. In case of production, sample goes in bulk so, the responsibilities become huge and it comes to the relation with operation also.

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Glossary:

The aim of industrial training is to make myself familiar with any kind of industry, the whole process of the industry, factory environment and also used to with the management system of the industry. As a student of **Post Graduate Diploma in Knitwear Industry Management, BRAC University**, the target of any student should know the production process and the management system. It is because of the fact that to run any industry not only production department is obvious but also the capability of managing the whole system is an obvious matter. It is also a responsibility of a technologist is to develop the ongoing process into a better system to cope with the present competition. Thus, a diversified challenge emerges in front of the manufacturer and other organizations. With a view to overcome this consequence a new generation with leadership skills and management capabilities altogether are in demand.

I am the students of **Post Graduate Diploma in Knitwear Industry Management, BRAC University** was sent to different industries and assigned to different tasks. I was assigned to Dekko knitwear's ltd. This report is a presentation of my experience in the garments and also a details presentation of my works in that industry.

Chapter 1: About The organization.

Earth! a self-sustaining Planet, we call home. It is a home we know intimately. Over the past two decades we have contributed our endeavors to unveil human spirit for harmonious growth of Earth's, including all of its surroundings. These very endeavors and untiring efforts of ours to understand the vision and aspiration of our clients have created a strong bond of partnership among ourselves through which we achieve distinct and successful state of arts solution to adapt, evolve and implement designs for the ever-changing world. Our products cater the world from east to west, which includes Europe, America, Africa and Asia. The links among Epyllion members made it possible for the world to witness the unique ability of Epyllion's entities to turn the lives of otherwise ordinary citizens into local talents. This is a central theme of our design thinking. Continuations of harnessing our creative aspect have been ensuring that we are and will remain as mold breaker and successful one for the coming years and beyond.

1.1 Overview of the industry:

Epyllion Group started its journey as a house of readymade garments (RMG) engaged in manufacturing and exporting of knit garments since 1994 and has been considered today as one of the biggest conglomerates with substantial establishment of its backward linkage of all kinds of knit garments, textile, wet processing and garments accessories. It has the state of art vertically integrated garments manufacturing facility which ensures one stop service to the buyers. They have established themselves as an important garment's manufacturer for a number of renowned brand apparels of Europe, USA & Australia.

1.2 Introduction and history:

Industrial training is an integral part of our learning under **Post Graduate Diploma in Knitwear Industry Management, BRAC University** to synchronize our theoretical concept with practical knowledge. Moreover, the industrial training works as an acclimatization period for all the students before moving to the job field. With an intend to complete our industrial training, we worked with Epyllion Group (Epyllion Knitex Ltd., Epyllion Fabrics Ltd., Epyllion Washing Ltd., Epyllion Style Limited., Epyllion Knitwear's Ltd.) for 8 weeks which is an 100% export-oriented garment factory.

Epyllion Group started its journey as a house of Readymade Garments (RMG) since 1994 and was completely involved in manufacturing and exporting of Knit Apparels mostly in Europe, USA, Asia and Australia. Today Epyllion Group is considered as a pioneer in Textile sector of Bangladesh for possessing a strong backward and forward linkage followed by its continuous development process and usage of advanced technology in respective field. It's a matter of great honor and privilege for us to complete our industrial training from such an organization which possesses an excellent group of workforces who are highly interested to teach and learn.

1.3 Vision & Mission:

Vision of the company:

Vision of Epyllion Group is to become a window through which all their interacting parties can see and feel their prospect and dream about their success. The Company will become a lifestyle towards its employees, suppliers, buyers and above all shall become a role model of a green corporate house which will be regarded as an icon brand in the country.

Mission of the company:

Epyllion will be known as an entity whose main driven force is its human resources, with such a motivated, high skilled and professional workforce. Epyllion has started marching towards its glory of success which is not the profit but to enjoy the joy of life.


1.4 Goals and objectives:

Goals and objectives:

- To enhance our knowledge regarding industrial work process and work environment.
- To relate our theoretical knowledge with practical application.
- To observe work sequence of different departments of the factory.
- To develop professional awareness and communication skills.
- To develop the ability to understand different issues and provide & execute fruitful solution accordingly.

1.5 Organizational Structure, Organogram, Branches and departments:

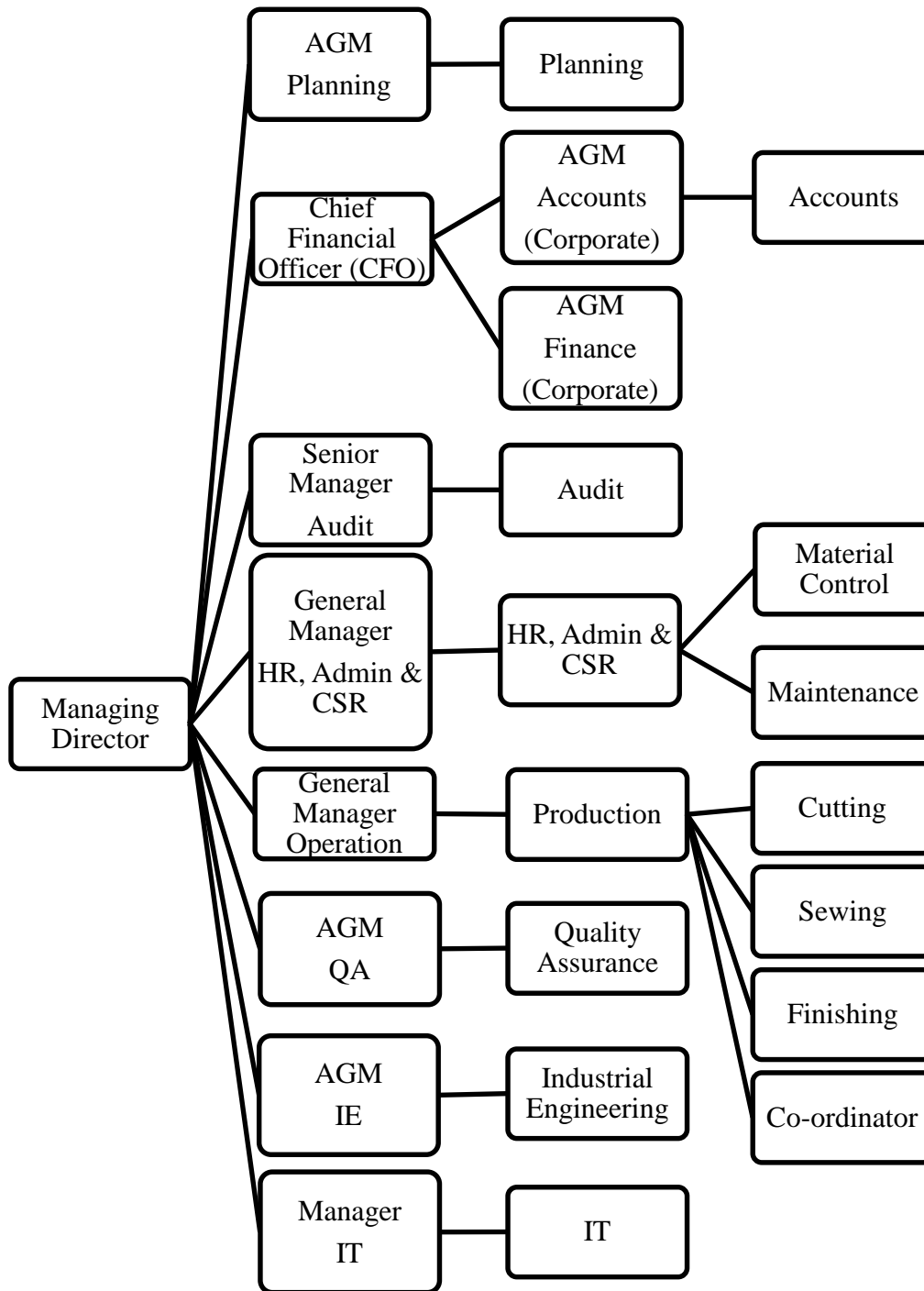
Epyllion group at a glance with Structure:

Company Name	Epyllion Group
Type	100% Export oriented composite knit garment factory
Name of the Owner	Mr. Reaz Uddin Al Mamoon
Year of Foundation	1995
Company Logo	
Corporate Office Address	NINAKABBO 227/A, Tejgaon-Gulshan Link Road Postal Code: 1208 Dhaka, Bangladesh. Level: 12-13
Contact No.	+88029840223
E-mail	info@epylliongroup.com
Website	www.epylliongroup.com

<p>Factory Address</p>	<p><u>Forward Linkage</u></p> <p>Dekko Knitwears Limited (DKL) Plot No. M/2-1, Road No. 7, Section No. 7, Mirpur Industrial Area, Mirpur, Dhaka-1216. Contact No. +88028013883, +88029007142.</p> <p>Epyllion Knitwears Limited (EKWL) Plot No. I/6, Road No. 06, Section No. 07, Mirpur Industrial Area, Mirpur, Dhaka-1216. Contact No. +88029006747, +88029016994.</p> <p>Dazzling Dresses Limited (DDL) Ismail Plaza, 51/52 Shah Kabir Mazar Road, Moushair, Dakshin Khan, Uttara, Dhaka-1230. Contact No. +88028953407, +88028932599.</p> <p>Epyllion Style Limited (ESL) Bahadurpur, Bhawal Mirzapur, Gazipur Sadar, Gazipur- 1703. Contact No. +8801713069146.</p> <p><u>Backward Linkage</u></p> <p>Epyllion Knitex Limited (EKL) Jangalia Para, Bhawal Mirzapur, Gazipur Sadar, Gazipur- 1703. Contact No. +88029205619.</p> <p>Epyllion Fabrics Limited (EFL) Jangalia Para, Bhawal Mirzapur, Gazipur Sadar, Gazipur- 1703. Contact No. +88029205619.</p> <p>Epyllion Washing Limited (EWL) Jangalia Para, Bhawal Mirzapur, Gazipur Sadar, Gazipur- 1703. Contact No. +88029205619.</p> <p>Epyllion Testing Lab Limited (ETLL) Jangalia Para, Bhawal Mirzapur, Gazipur Sadar, Gazipur- 1703. Contact No. +88029205619.</p>
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	<p>Epyllion Limited Kutubpur, Kanchpur, Sonargaon, Narayangonj.</p> <p><u>Supporting Unit</u> Epyllion Limited (C&F Unit) Nirman SS Tower, 7th Floor, 1817, SK Mujib Road, Mazar Gate, Agrabad, Chittagong. Contact No. +880312514634</p>
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ORGANOGRAM OF EPYLLION GARMENTS DIVISION:



Branches with department's:

Epyllion Textile Division

- HR, Admin & CSR
- Operations
- Industrial Engineering
- Planning, Monitoring & Control (PMC)
- Knitting
- Quality Assurance (Knitting)
- Batch Preparation
- Formulation Lab
- Dyeing
- Quality Assurance (Dyeing)
- Finishing
- Quality Assurance (Finishing)
- Research & Development
- Maintenance
- Security

Epyllion Garments Division

- Product Development Center/Sampling Section (Corporate Office)
- Merchandising (Corporate Office)
- HR, Admin & CSR
- Material Control
- Cutting
- Quality Assurance (Cutting)
- Sewing
- Quality Assurance (Sewing)
- Finishing
- Quality Assurance (Finishing)
- Industrial Engineering

1.6 Products Produce by the industry:

Production capacity:











Capacity at a Glance	
Knitting	30,000 kg/day
Dyeing	30,000 kg/day
Yarn-Dyeing	100,000 kg/month
Finishing	30,000 kg/day
Cutting	2,835,000 pcs/month
Printing	1,000,000 pcs/month
Embroidery	5,100 million stitch/month
Drawstring	870,000 yards/month
Twill Tape	1,015,000 yards/month
Elastic	650,000 yards/month
Sewing	3,500,000 pcs/month
Washing	1,200,000 pcs/month
Label	500,000 doz/month
Price Ticket	167,187 doz/month
Poly	65,000 kg/month
Gum Tape	54,000 pcs/month
Auto Carton	1,300,000 pcs/month
Manual Carton	520,000 pcs/month

Products:

Knitted Fabrics	<ul style="list-style-type: none">• Single Jersey• Single Lacoste (Single Tuck Back Pique)• Polo Pique• Double Lacoste• 1X1 Rib• 2X1 Rib• Automan Rib• Terry: 2T Fleece, 3T Fleece
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<p>Garments</p>	<ul style="list-style-type: none"> • Men's Knit Polo/T-Shirt, Sweatshirt, Cardigan, Knitted Bottom. • Boy's Knit Polo/T-Shirt, Sweatshirt, Cardigan. • Lady's T-Shirt, Sweatshirt, Cardigan, Knitted Bottom. • Girl's Knit Polo/T-Shirt, Sweatshirt, Cardigan. • Kid's & Baby's Knit Polo/T-Shirt, Sweatshirt, Cardigan.
<p>Accessories</p>	<ul style="list-style-type: none"> • Drawstring • Twill Tape • Elastic • Price Ticket • Poly • Gum Tape • Auto Carton • Manual Carton

Work with foreign Brands/Buyer:

Buyers Name	Country	Logo
M&S (Marks & Spencer)	UK	
Celio	France	
s.Oliver	Germany	
C&A	Belgium	
Carhartt	USA	
H&M (Hennes & Mauritz)	Sweden	
River Island	UK	
Original Marines	USA	
Verner Group	Norway	
G Star Raw	Netherlands	

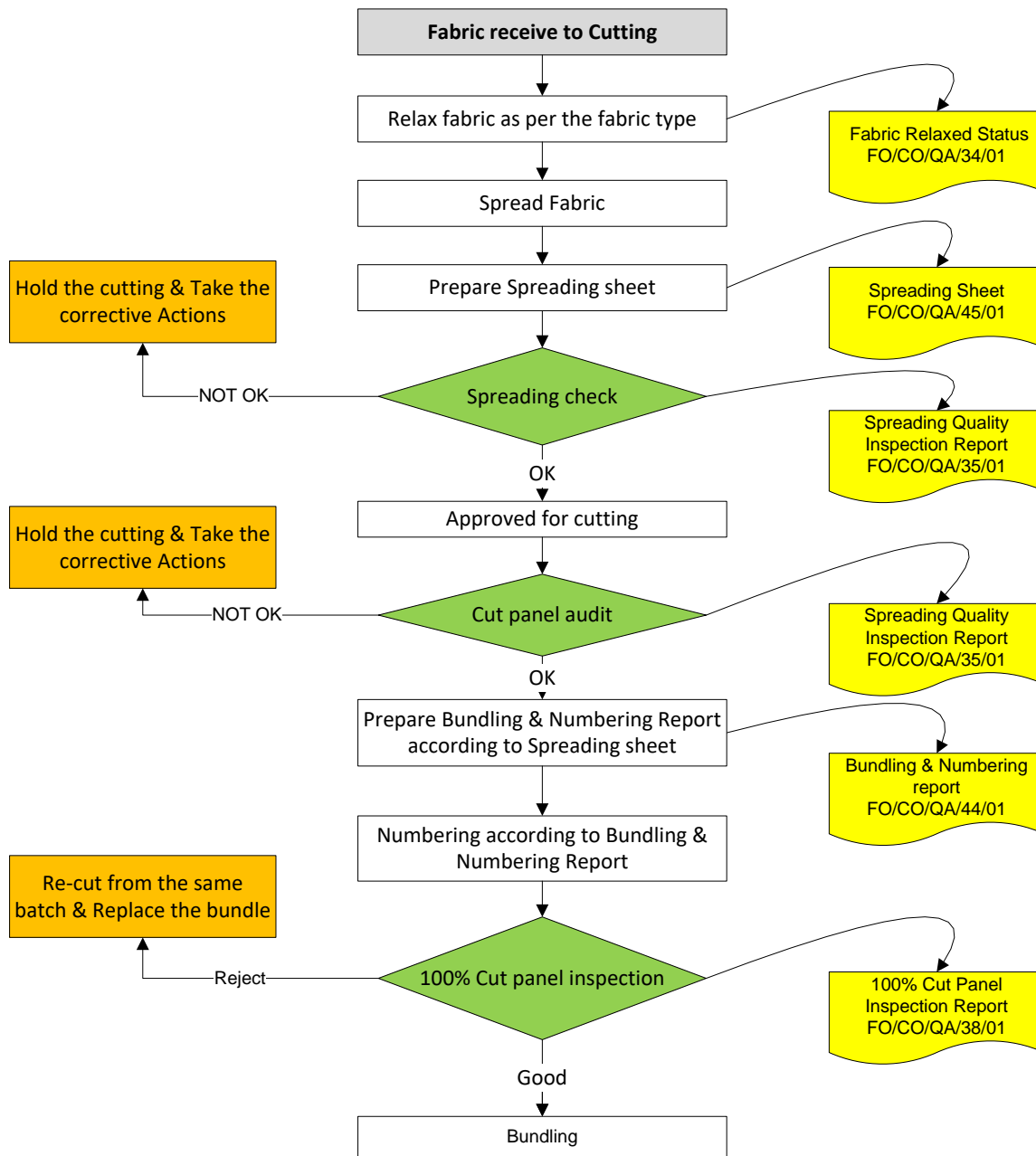
Chapter 2: Description about task accomplishment:

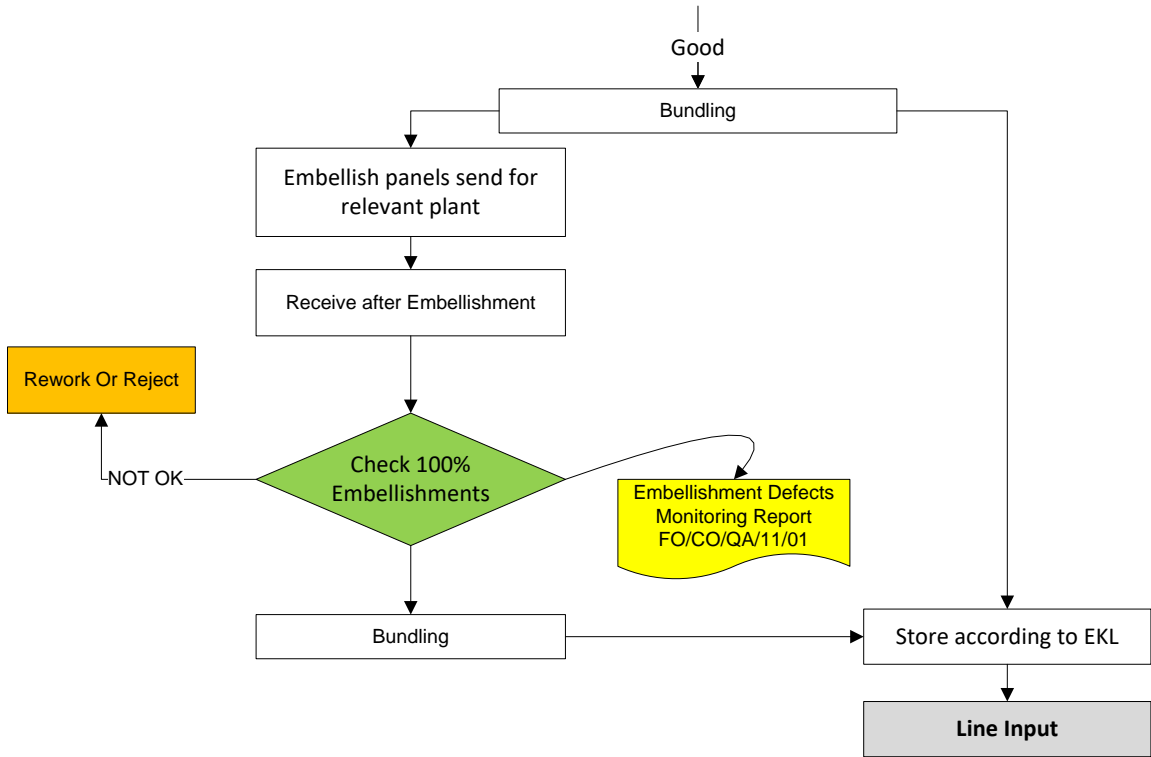
In my internship program I tried my best to learn on Fabric in-house to shipment working process of Quality Assurance. I specially focused on practical learning's. Md. Mustafiz supervised me in this portion and always suggest me how to learn or how to take the leadership. This internship is a task added in our course. In the task I learn on below-

- Quality work process at Cutting
- Quality work process at Sewing
- Quality work process at Finishing

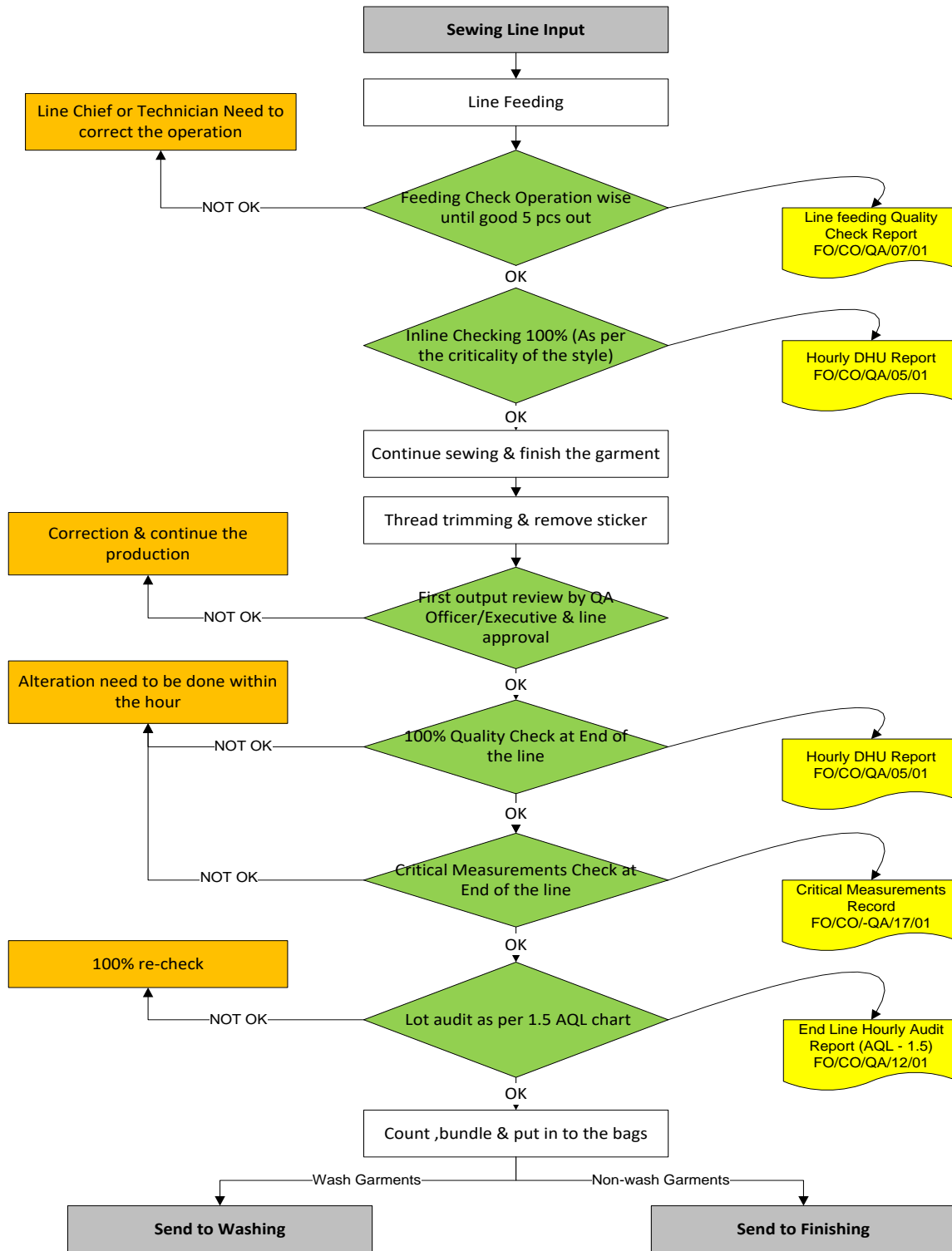
Description given in next page....

Quality work process at Cutting:

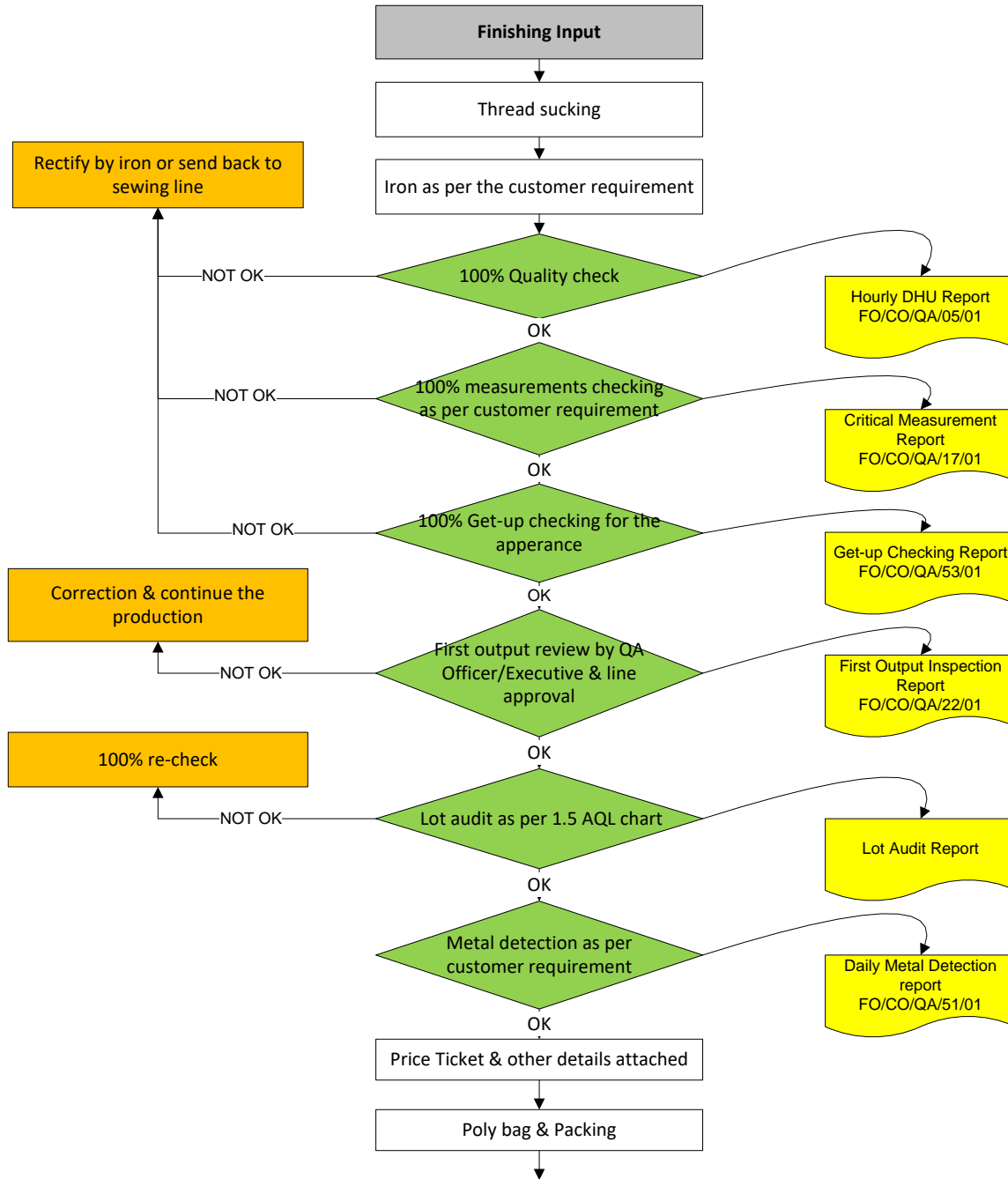


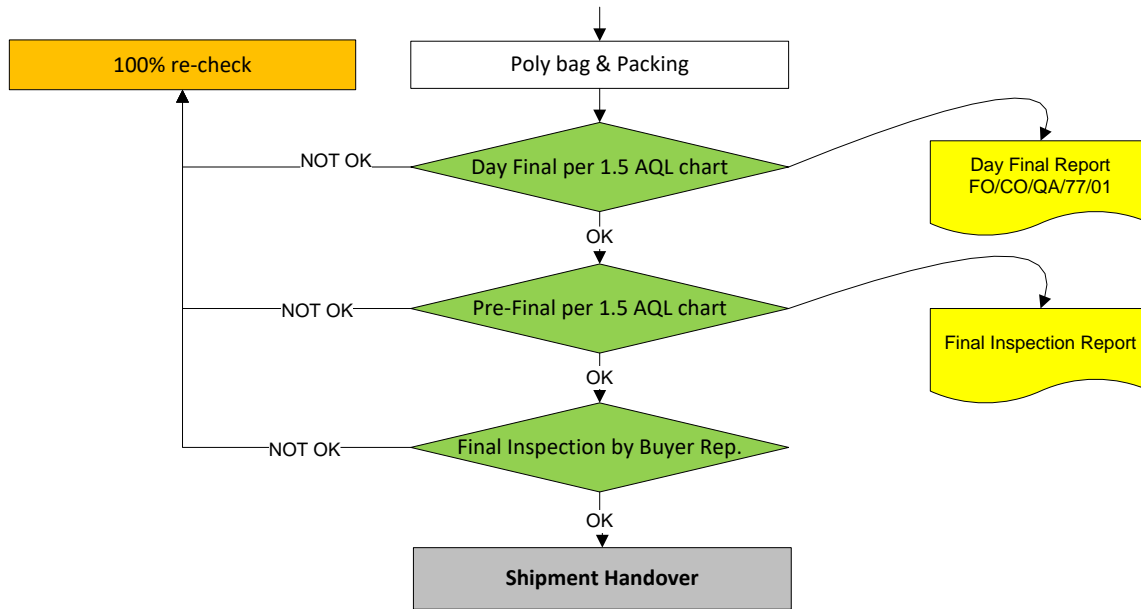


Quality work process at Sewing:



Quality work process at Finishing:





I tried my best to learn all the things though it was a very limited time for internship. I hope this internship program will help me in my future life.

Chapter 3: Critical assessment of internship work:

During my internship program there is some critical assessment issue. I have faced lots of problem in the internship. But it is true that I learned something new. I learned how to manage problems and how to handle problems. Critical assessment of internship work described in below:

- Communication problem
- Different place
- Sometimes it was very hard to get time of authority
- Understanding problem
- Limited time
- New place so face obstacles

In my internship program I have faced above mention points. But this problem makes me strong and lot of new things specially how to manage or deals with problems.

3.1 Application of generic and industry specific courses during internship.

”Post graduate Diploma in Knitwear Industry Management” in this course we have learned about industry management and a lot of process and procedure theoretically. The entire topic is clear to us. But when we entered the industry for internship program, we have learned a lot of new things. I have gained much practical knowledge. The topic which are described by the faculty of PGD courses, in the internship program we just get all the topics as a practical version. It’s really helping us for enrich our knowledge and hope this will help me in future.

3.2 Suggestion for industry improvement:

Epyllion is one of the most renowned factories of Bangladesh. It is very much popular for its smart salary and working environment. Employees are very much satisfied with it. I have got an opportunity to complete my internship program in Dekko knitwear's ltd. At the working time, I found all the process (internship task) are working very successfully.

Meanwhile, I thought some area need to more improvement those thing out of my task but it's related to factory performance as well as develop the work environment.

More training needed for the workers: To increase the work efficiency need to arrange more training program for the worker. Training is very helpful to make skill people. As workers are working in different area & different job continuously. Sometimes workers are not aware about the new task. So that need to arrange continuous training program dept. wise as below:

- **Cutting dept.:** 1. How to relax the fabric & fabric wise relax time frame.
2. How to check the spreading quality.
3. How to do cut panel audit & inspection.
4. How to maintain the bundling & numbering.
5. How to make the report.
- **Sewing dept.:** 1. How to feeding the sewing line.
2. How to check inline & end line goods quality.
3. How to measure procedure for critical process.
4. How to do lot audit hourly basis as per AQL.
5. How to make the DHU report.
- **Sewing dept.:** 1. Customer/buyer requirement at iron, get-up check, measurement area.
2. How to do lot audit hourly basis as per AQL.
3. How to perform metal detection.
4. How to perform day final, inline, pre-final & final inspection.
5. How to make the DHU & others inspection report.

If the management arrange above training for the worker/staff those who directly involved with the process, then there will be create skilled manpower & improved the work efficiency as well as create a very good work environment. At the end of the day factory can achieved their goal with very good result by these trained people.

3.3 Learning for self-improvement:

Epyllion Group is standing for the purpose of expansion of this sector & their main spirit is Unveil Human Spirit. It may be mentioned that this industry giving the chance of Industrial Training to the students of Textile Engineering to take the practical experiences. In the training program I have learned many new things which help me to enrich my self-improvement. I have learned how communicate with people, how to convince them, how to work out with them. I have also learned goal achieving capacity. I have learned a lot of things from the authority. How to communicate with subordinate, how to make a strong team, how to achieve goal with a team. I think these things will help me to do better in future.

Chapter 4: Conclusion

RMG sector earns the prime share of foreign currency in Bangladesh. In this regard, development of this sector should be one of national concerns. Epyllion Group is standing for the purpose of expansion of this sector & their main spirit is Unveil Human Spirit. It may be mentioned that this industry giving the chance of Industrial Training to the students of Textile Engineering to take the practical experiences. After having this training textile graduates could give their sincere effort to the future advancement of RMG and related sectors. I got an opportunity for my Industrial Training in Epyllion Group. Epyllion Group is a well-maintained Group with modern machineries, technologies, good management of course with 100% compliance. Epyllion Group is very much concerned about the Quality of their product. That's why they establish on-line & off-line Quality Control of each product. They have well equipped and modern Textile Testing Laboratory. They do all Chemical & Physical tests of the products to meet the Buyers Acceptance Limit. Moreover, best quality yarns, dyes and chemicals used in Textile Division. All kinds of best quality raw materials are also used for Garments Division. The Administration, Management and Chain of Command are well organized. The other important factor for Epyllion Group is their support for Eco-friendly attitude towards Environment. Epyllion Style Ltd. which is called 'Green Factory' is already certified for their commitment towards environment by reducing the wastages of natural resources.

4.1 References:

01. www.epylliongroup.com
02. www.onlineclothingstudy.com
03. Different Department (Sample, Cutting, Sewing, Finishing, R&D, HR) of Dekko knitwear's ltd.

4.2 Appendixes:

Document Numbering Instruction

- The referencing of each instruction will normally be in five parts. Optionally Six.

Eg; [1] [2] [3] [4] [5] [6]
 WI / CO / QA / 01 / 01 - xx

- Identifies the type of Document
 WI - Work instruction
 FO - Form
- Identifies the Unit that generate the documents/section/department.
 Generally, this will be in two or three letters.

CO - Cooperate office
EKW - Epyllion Knitwear's Ltd
DKL - Dekko Knitwear's Ltd
DDL - Dazzling Dresses Ltd
ESL - Epyllion Styles Ltd
QA - Quality Assurance
HR - Human Resources, Admin & CSR
MR - Merchandising

PN - Production
PL - Planning
FI - Finance
FN - Finishing
IE - Industrial Engineering
ME - Maintenance Engineering