

Report On
Yunusco (BD) Ltd.
A sister concern of Yunusco Group

By

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An internship report submitted to the Executive Development Center, Brac Institute of Governance and Development (BIGD), Brac University in partial fulfillment of the requirements for the degree of Post Graduate Diploma in Knitwear Industry Management (PGD-KIM)

Executive Development Center, BIGD
Brac University
February - 2020

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Declaration

It is hereby declared that

1. The internship report submitted is my own original work while completing degree at Brac University.
2. The report does not contain material previously published or written by a third party, except where this is appropriately cited through full and accurate referencing.
3. The report does not contain material which has been accepted, or submitted, for any other degree or diploma at a university or other institution.
4. I have acknowledged all main sources of help.

Student's Full Name & Signature:



Md. Azaz Ahmed Sunny

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Academic Supervisor's Full Name & Signature:



Mahreen Mamoon

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Assistant Professor
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Letter of Transmittal

Mahreen Mamoon

Assistant Professor,

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Subject: Internship report submission on Yunusco (BD) Ltd. for Knitwear Industry Management.

Dear Madam,

This is my pleasure to submit my internship report on ' Yunusco (BD) Ltd', here I tried my level best to present the actual scenario of my company. And I am very glad to receive your guidance during my internship period, I contribute my practical knowledge to collect more information.

I have attempted my best to finish the report with the essential data and recommended proposition in a significant compact and comprehensive manner as possible.

I trust that the report will meet the desires which actually required.

Sincerely yours,



Md. Azaz Ahmed Sunny

Student ID: 19281153

Executive Development Center, BIGD

Brac University

Date: April 30, 2021

Disclosure Agreement

This agreement is made and entered into by and between Yunusco (BD) Ltd. and the undersigned student Md. Azaz Ahmed Sunny at EDC, BIGD, and Brac University for the purpose of preventing any unauthorized disclosure of any confidential information of the company. We both parties are agree to keep confidential & non-disclose any information.

Student's Full Name & Signature:



Md. Azaz Ahmed Sunny
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Industry Supervisor's Full Name & Signature:



Abul Bashar
Manager, Marketing & Merchandising
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Acknowledgement

Firstly, I would like to express my deepest gratitude to almighty Allah for giving me the chance, strength, patience and wisdom to complete this study within schedule time.

Secondly, I would like to give thanks to my industrial supervisor Abul Bashar, Manager, Marketing & Merchandising, Yunusco (BD) Ltd.

Then I would like to give thanks to my academic supervisor Ms. Mahreen Mamoon, Assistant Professor, BRAC Business School. For her constructive suggestions, guidance and continuous support which helped me to attain success on this work.

Lastly, I would like to convey my special thanks to different departmental manager/executive of my organization for helping me to complete the internship.

I am highly delighted to express my best regards to the Executive Development Center of Bangladesh Textiles University, SEIP and all the faculty members for providing me the opportunity to complete my internship.

Executive Summary

Bangladesh is going to be developing country from under developing country but we have big population with a little educational background. Bangladesh haven't enough land for cultivation except a big source of manpower. Garments industry gives us the opportunity to use our manpower. Almost four million people directly involved with RMG industry. Our economy mostly depends on this industry, around 83% of foreign currency earn by this industry. But due to lack of skill workforce in Bangladesh Garments owner have to hire foreigners and result a large amount of money going outside the country. Considering this and to make skill Mid-level manager Government started PGD-KIM training program. This is the report part of Industry attachment of PGD-KIM program. The report is divided into three parts.

In first part I tried to cover the description of organization in where I have completed my three-month internship. I tried to accommodate capacity, mission, vision, Goal, organogram of various department of Yunusco (BD) Ltd.

In the middle part of report contains all the task that I complete during my internship period.

Last part of the report covers the critical assessment of work during internship, in this part I have applied my courses learning to improve productivity and quality. I have mentioned here my recommendations for the improvement of industry culture and efficiency.

Keywords: *Garments; Organogram; Internship, Manpower; Economy.*

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List of Acronyms

Ltd. - Limited

CAD – Computer Aided Design

SOP – Standard Operation Procedure

M/C – Machine

Dia – Diameter

Qty – Quantity

RMG – Ready made Garments

KPI – Key Performance Indicator

ETP – Effluent Treatment Plants

BKMEA – Bangladesh Knitwear Manufacturers and Exporters Association

Dept. – Department

SFS – Size Fit Sample.

AOP – All Over Print

IE – Industrial Engineer

QMS – Quality Management System

SOP – Standard Operational Procedure

CO – Certificate of Origin

BTB L/C – Back to back Letter of Credit

SKU – Store Keeping Unit

CSR – Corporate Social Responsibility

UD – Utilization Declaration

GSP – Generalized Systems of Preferences.

Chapter 1 (About Organization)

1.1 Overview of the Industry

Yunusco (BD) Ltd is the leading state of the art Lingerie, Underwear, Active wear manufacturer, it's a more vibrant manufacturers and exporters of stylish, captivating, fashionable producing world class Brand of European, American and Aussie market. Committed to quality, competitive price, well equipped with latest and sophisticated machineries run by honest, dedicated and long experienced managements.

We are one of the largest group of companies in the Undergarments industry with many years' experience. Our composite uses the trained employee, cutting edge technology, HR and Administration, infrastructure & logistics support to ensure a world class quality products. It is the sister concern of Yunusco Group. Moreover, this company have another two sister concern-

1. Yunusco T&A (BD) Limited.
2. Yunusco T&A (BD) Limited Unit-2
3. Nine to Nine Intimates Ltd.

Table 1: Production capacity of Yunusco (BD) Limited

Units	Particulars	Capacity
Cutting Section		225,000 Pcs Per Day
Molding Section		35,000 Pcs Per Day
Sewing Section	102 Lines	1,85,000 Pcs Per Day
Finishing Section		200,000 Pcs Per Day

Table 2: Production capacity of Yunusco T&A (BD) Limited

Units	Particulars	Capacity
Satin Label Prod.Unit	11 Machines	10,00,000 Pcs Per Day
Heat Transfer Label Unit	4 Machines	2,00,000 Pcs Per day
Paper Item Prod. Unit	5 Machines	25000 Pcs Per day

Table 3: Production capacity of Yunusco T&A (BD) Limited Unit 2

Units	Particulars	Capacity
Knitting	120 Machine	30,000/KG Per day
Dyeing	12 Machine	25,000/KG Per day
Fabric Finishing	5 Machine	45000/KG Per day
AOP	3 Machines	6,000/KG Per day
Yarn Dyeing	4 Machine	3,000/KG Per day
Elastic Prod. Unit	2000 Machine	2,50,000/Mtr Per day
Sewing Thread Unit	15 Machine	7,500/Cone Per day

Company Contact & Address

FACTORY – YUNUSCO (BD) LIMITED

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Phone: +88 02 8878735, 37 – 40

Email: info@dhk.yunusco.com

FABRIC PLANT – YUNUSCO T&A (BD) LIMITED UNIT-2

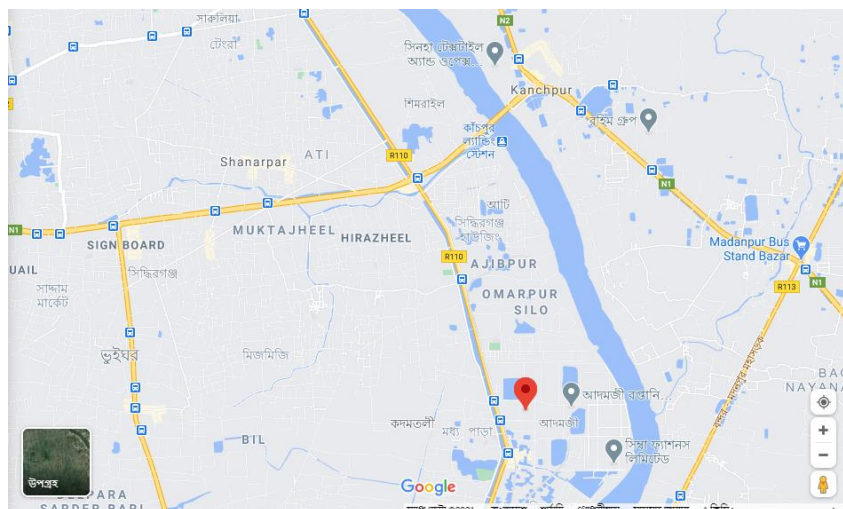
35/A-B Kalurghat Heavy I/A

Chittagong-4208

Bangladesh.

Phone: +09-610998016 – 7

Email: info@ctg.yunusco.com



Location in Google Map

1.2 Vision & Mission

- Yunusco (BD) Ltd started its business to become a premium & prominent undergarments manufacturer in the country.
- Yunusco (BD) Ltd committed to customers, society, environment and workforces includes improving & shaping the future of lingerie/undergarments sector of Bangladesh.
- Yunusco (BD) Ltd offer exclusive price, numerous collection of designs, fabric variant sources of fabric for customers.
- For the upcoming global demand Yunusco (BD) Ltd set strategic planning for future expansion of company. Already bought another plot in front of current factory at AEPZ. So it can be clearly said that Yunusco (BD) Ltd determined to increase its business day by day to meet buyer necessity and to reach in peak point in undergarments sector.

1.3 Goals & Objectives

Yunusco (BD) Ltd assures its customers with very flexible price, on time delivery & the product quality as per customer demand. It's very much optimistic and a strong belief to the world that this company have most powerful source for any buyer in terms of innovation at a competitive price, quality standard, compliance etc. Customer satisfaction is the main objective of Yunusco (BD) Ltd.

1.4 Organizational structure, Organogram, Branches and Departments

Yunusco (BD) Ltd. is a sister concern of Yunusco Group which are lingerie manufacturer & exporter as well as knit items. It has various departments including garments unit of 102 lines in same premises.

It also have knitting, dyeing, fabric finishing, all over printing, yarn dyeing, elastic manufacturing, sewing thread manufacturing unit.

The following sections are belongs to Garments Unit of Yunusco (BD) Ltd. -

1. Pattern Section
2. Sample Section
3. IE Department/Section
4. Quality Department

5. Planning Department
6. Store Department
7. Cutting Section
8. Molding Section
9. Sewing Section
10. Finishing Section
11. Marketing & Merchandising Department
12. Commercial Department
13. Logistics Department

1.5 Products/services produced by Yunusco (BD) Ltd.

Our main products are shown in below –

Padded Bra



Non Padded Wire bra



Panty



Chapter 2

Description about task accomplishment

During my internship period I closely work with various departments of Yunusco (BD) Ltd. I have checked respective department Manpower ratio, SOP, Productivity, Target vs. achievement, Supply chain, various types of fault and its remedy which are below.

We are purchasing fabrics, trims & accessories from local sources and also from outsides. As lingerie/undergarment manufacturing industry is limited number in Bangladesh so now I am describing about the departments where I visited during my internship and task accomplishment.

2.1 Pattern Section

Undergarments are items of clothing that you wear next to your skin and under your other clothes. In pattern section the pattern maker make sketch following the given measurement from buyer side. They give effort to build the real product. They made the sketch and print these on paper these are called marker. Using marker the other parties proceed sample.

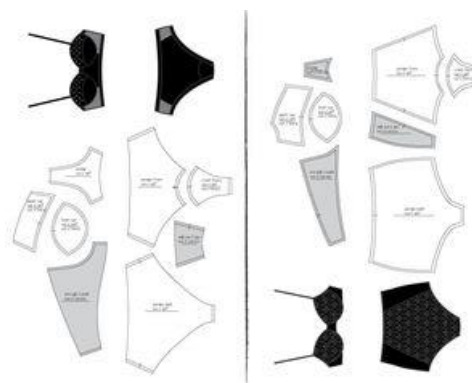


Figure 01 – Different shapes of pattern

The pattern maker makes different sizes pattern after final sample comment. It helps to understand shape wise pattern of a garments. In the sample room the different parts join together and make a complete garments. These are the basic task of pattern section.

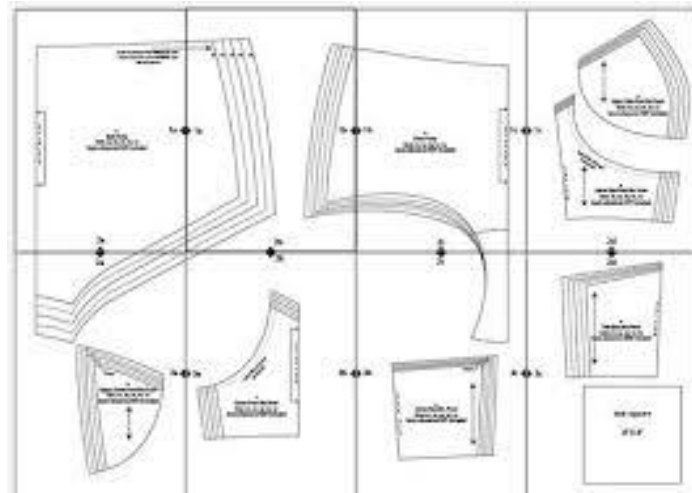


Figure 02 – Size wise graded pattern

2.2 Sample Section

Sample garment is very important in the readymade garment business. A sample is that by which any person can understand the production, qualities, and performance of the total garment export order. The sample is made in the sample room according to the buyer's instructions.



Figure 03 – Sample Section

It can ensure the garment buyer as well as the customer about the pre and post condition of the garments ordered. The sample is also used to take the required ideas from the market about the business promotion of that order.

It should be noted here that, the most experienced and well performer employee engaged in the sample room section. The sample room consists of fashion designers, pattern makers, sample pattern cutters, fabric specialists, sample machinists, fit specialists who all are experts in their specific area.

After making the pattern of the garments, it's laid down onto the required quality of the fabric and cut out the necessary amount of pieces for the particular style. After that, cutting fabric is sent to the sample machinists who complete all kinds of sewing operations by using different types of sewing machine. Finally, a quality controller checks the garments by following the buyer's recommendation and submit to the garment merchandising department.

Activities of Sample Room

There are some important activities of every sample section in the garment manufacturing industries which is pointed out below:

1. To make the proper sample by following the buyer's instructions.
2. To understand the requirements of the buyer.
3. To fulfill the requirements of the buyer.
4. To inform the accuracy or confirmation to the buyer that the bulk production is going to be right.
5. To confirm the measurement and fabric requirements.
6. To make perfection in the pattern and marker.
7. To make perfection in fabric consumption.
8. To make perfection in the garment costing.
9. To utilizes the skill operation with a skilled operator during garment sewing.
10. To get understanding completely to the operators and management as well about the upcoming garment production of that order.
11. To combine the overall performance of a garment export order.

So in sample room each and every person have to be more concern regarding the sample quality, as it's the presentation of a company. There are different types of sample which mentioned below –

1. Fit sample/Concept Sample.
2. SFS sample.
3. Salesman Sample (SMS)
4. PP Sample/Gold Seal Sample
5. Test Sample
6. Production Sample
7. Shipment Sample etc.

A sample section is the representative of a company to any customer. Once the customer become satisfied by getting samples, they can imagine the companies' structure.

2.3 IE Department

IE is a branch of engineering which is utilized to reduce waste of time, product cost, materials, machine time, working-hours, and different resources that are adding value. As like many other manufacturing industry, IE is now broadly used in textile and RMG sector. Textile and RMG sector have to face heavy challenges because of different factors, including their global competition, product price increase, low productivity, labor corrosion and many more. For surviving in those difficulties work study sense and formulas are utilized in RMG sector.

A branch of engineering dealing with the design, development, and implement of integrate system of humans, machines, and information resources to provide products and services. Industrial engineering encompasses specialized knowledge and skills in the physical, social, engineering, and management sciences, computer system, and information technologies, manufacturing processes, operation researches, production and automation. The major activities of Industrial engineering stem from manufacturing industries and include work methods analysis and improvement.

Industrial engineering (IE) = Production ↑ cost ↓ proper use of all elements ↑ efficiency ↑ profit

In our industry we have IE department and it's all about working to develop the total scenario of our factory. Here I am describing the working procedure of IE Department of our company.

IE Department Working Procedure

From Pre-Production to Development Steps

Merchandisers receive tech pack from buyer.



Buyer co-ordinate (merchandiser)



IE section



Pre-sampling meeting comments (style analysis)



Pattern section



Pattern check according to style analysis



Sample section



Attachments and folder direction from IE section

From Pre-Production to Confirm Steps

Pre-sampling meeting comments check with the sample



Simplifying the operation



Costing productivity



Confirmed style machine requirement/ Style evaluation report



Operation bulletin making & SMV calculating



SMV & learning curve entry to 1st react for planning

In Production Steps

Collect the next style details



Sample collect & folder attachment



Process break down collect



Primary layout & line fitting



Method study



After five days make the Time study for line balance



After eight days target set according to five day analysis



Final report

2.4 Quality Department

Quality department which ensures the QMS (Quality management systems) and SOP (Standard operational procedure) in any organization/industry. The person related with this department are totally concern about the standard of any product. They show guidelines and the path how

to follow and maintain the SOP for getting the desired quality of any product. In our industry we have a strong quality department which ensures the below terms in our organization.

Core- Group Formation and awareness for QMS implementation and Active participation, follow up and Monitoring.

1. Quality Policy
2. Quality Objective
3. Quality Manual
4. Management System Procedure/ Standard operational procedure
5. Internal Audit
6. Management Review Meeting Report
7. And the following SOP which s/b followed by individuals of the industry.
8. Document Control & Control of records
9. Human Resource Development
10. Purchasing Service & Supplies
11. Evaluation of supplier
12. Customer Complaints
13. Measurement of customer Satisfaction
14. Maintenance of Equipment
15. Operational control
16. Corrective Action
17. Preventive Action
18. Management Reviews
19. Internal Quality Audits
20. Housekeeping
21. Preservation/Disposal/Waste Management

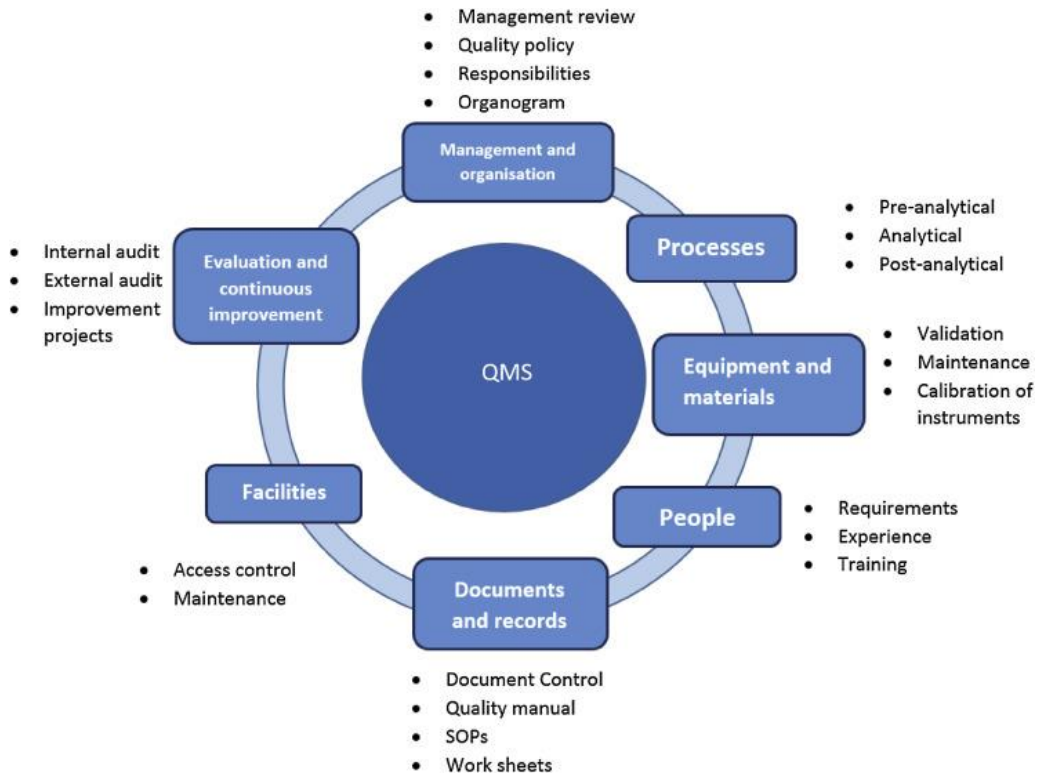


Figure 4: Quality Management Systems (QMS)

2.5 Planning Department

Planning department is another important section in an industry. This department make plans how to run total factory by in hand orders.

The Planning Department plays a vital role. The department staffs & the teams develop master plans and other planning staff give efforts that ultimately become the basis and guiding for overall factory. Planning department make daily plans for cutting dept., sewing dept., and finishing dept.

Production planning is the very important department in garments industry. Production planning is the controlling aspect of garments industry. It is involves everything & every task in the process to execution the delivery of goods within time frame. So, production planning is the controlling of production & manufacturing process determined by time frame. Planning department plan every style to execution the order within time limit. Without time frame garment cannot sustain so garment industry must follow every task by scheduling. Each order has a delivery date & production plan department follow production plan on the base of delivery date. They know when fabric & trims in-house in factory will. Basically some of fabric

& trims come from Local & internationally .So, they plan both option on the base of delivery date. A buyer can judgment by shipment percentage & where the vendor current position? So production planning department must follow some of the important tasks in the following.

1. Capacity planning.
2. Time & Action (TNA)
3. Scheduling.
4. PP meeting.
5. Order Allocation.
6. Man power & M/C allocation.
7. Execution Of every tasks.
8. Materials planning & In-house follow up.
9. Delivery Meet.

1. **Capacity planning:** Production planning department make production capacity of a factory because capacity determined need order or not. If order capacity is full whole the year then do not take over capacity order because it is needed over cost to make extra capacity order. On the other hand, if capacity order is not full then take more order to fill the capacity otherwise factory will be loser by financing. Production planning department must be inform forecast capacity order to merchandisers & management so they can inform to buyer for order.
2. **Time & Action:** Planning department must follow every style as per schedule. Every order has own time frame & meet delivery time. Every style follow product development to shipment. It is job task for planning department otherwise they cannot meet delivery as per plan schedule. So, Planning department take action very style follow up within time & action calendar.
3. **Scheduling:** Production planning department take decision when a style input into line. On the schedule they check fabric & trims with store department & Merchandising department. If get on time in-house every items they can input into line. On the other hand if not get fabric & trims on time they can change line plan to reduce the cost.
4. **PP Meeting:** Production planning department cheek particular style fabric & trims status with store & merchandising department. If every items & approval is done then they co-operate with all related department like as Merchandising, Production, store, cutting, Finishing, quality & buyer representative to make clear understanding for particular style

for production. Before PP meeting they can check all approval, production file, trim card & ready size set.

5. **Order allocation:** Planning department does line allocation for every style. When got any order from buyer they must allocation line plan. Without line plan an order cannot smoothly run for production. So order allocation is very important for planning department.
6. **Man power & M/C allocation:** Production planning department take decision how many operators need for particular style to output. They can take decision line layout for a particular style. And also take decision how many machine need to operate the line. Then they can take effective decision for productivity for particular style.
7. **Execution of tasks:** Planning department must be execution every task for effective planning. Without effective execution it cannot smoothly production. So they must execution every style planning order placement to shipment
8. **Materials planning & In-house:** Planning department must follow up the fabric & trims follow up with store & merchandising department so they can pre-plan to effective line planning date.
9. **Delivery Date:** Production planning department must follow delivery date of a garments. If not maintain the garments delivery on time it will be loser planning & fall down of a company. So, every style maintain meet the garments delivery. So, they can take effective decision for garments delivery.

Job Description of a Production Planner in the Yunusco (BD) Ltd.

1. Responsible to monitor and evaluate raw materials, manpower planning, production recording and follow up
2. Production planning according to capacity and 100% capacity utilization in minimum cost.
3. Setting the production targets and archives on time.
4. Follow up sampling, pre-production activities, cutting, sewing, washing, and finishing according to plan.
5. Update production planning time to time according to the current situation.
6. Work to implement planning and reduce plan vs actual gap.
7. Distribute production planning to all related production staff and meetings to implement planning.

8. Monitor daily production; make daily production report and tracking section wise production.
9. Achieve on-time shipment maintaining production work sequence.
10. Work with merchandising team to QC file as per production lead time and monitor trims-accessories and fabrics in-house status.
11. Closely monitoring all pre-production activities (Size set cutting, PP meeting, Pilot Run) and priority-based work progressing.
12. Chase the finishing team for on-time final arrangement and ship the goods.
13. Implement production planning and update time to time.

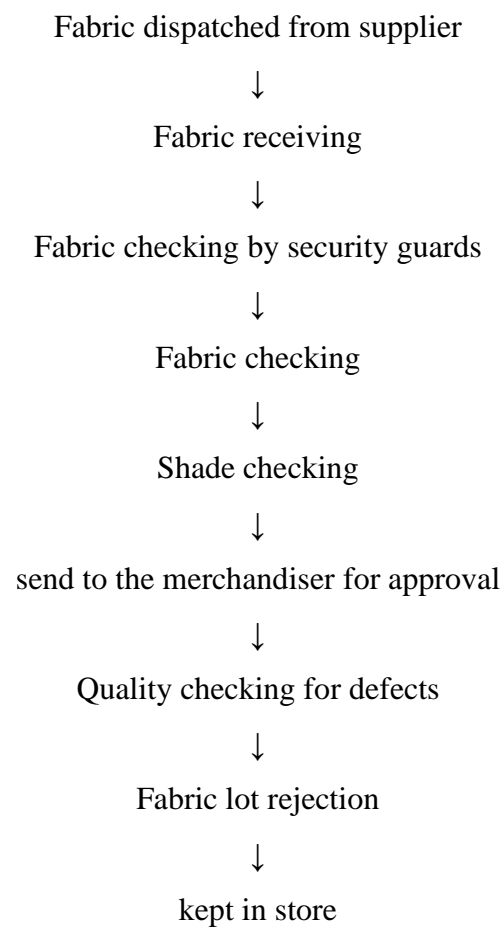
2.6 Store Department

The fabric and accessories stores department is centralized in apparel industry and all the fabric and accessories comes to this unit first from the supplier and audited here and kept until it is distributed to other units. For an export oriented and bulk production of garment industry, it is essential to maintain a well-organized and well equipped inventory system. Proper store room management in apparel industry can reduce wastage of materials and lead time. The fabric store department is centralized in the apparel industry and all the fabric comes to this unit first from the supplier and audited here and kept until it is distributed to other units. For an export-oriented and bulk production garment industry, it is essential to maintain a well-organized & well-equipped inventory system. The main responsibility of this department is to store all the raw material necessary to produce garments. The storekeeper follows a strong and appropriate working procedure. Store Department in Garment Industry's work process flow is given below:



Figure 5: Store for fabrics

Flow Chart of Fabric Store Department in Garment Industry



All the above activities have explained in the following:

1. Fabric dispatched from supplier: Here, the required amount of fabric dispatched from the fabric supplier attention to the fabric purchaser.

2. Fabric receiving: It is the second task of any fabric store department in the garment manufacturing industry. Here, the store in-charge receives fabric from the fabric supplier with proper documents.

3. Fabric checking by security guards: The number of fabrics should be confirmed here by security guards according to the invoice. If it's found short then immediately should inform the import department and also the merchandisers.

4. Fabric checking: Here, the fabric has checked by following a four-point systems.

5. Shade checking: It's a very important task for the fabric store department. Fabric shade should be checked here by following different types of shade that are already approved by the buyer. Here, various fabric shades have been found which should be kept in lot wise.

6. Fabric lot rejection: According to the grading of fabric such as A, B, C, D, etc., fabric lot has to reject here. This task is performed by Q.C (quality controller).

7. Send to the merchandiser for approval: Here, the apparel merchandiser receives all the information related to the supplied fabric from the fabric store department. If found any major defects or faults then the merchandiser will discuss with the suppliers and takes the necessary steps to solve those.

8. Quality checking for defects: In this section, the quality controller checks fabric quality according to the buyer's quality recommendation.

9. Kept in store: After completing all the above information, finally, fabrics are kept in store for support into the next processes such as cutting, sewing etc.

Before starting the garments production, the required amount of fabric has to store in the garments. All the next processes such as spreading, cutting, sewing, and so on. Have been done by taking the fabric from here. As result, store department plays an important role to get smooth production. As its importance, this article has presented a detailed discussion on the activities of the fabric store department in the readymade garments sector. The fabric and accessories stores department is centralized in the garments industry and all the fabric and accessories come to this unit first from the supplier and audited here and kept until it is distributed to other units.



Figure 6: Store for garment accessories

For an export-oriented and bulk production of the garment industry, it is essential to maintain a well-organized and well-equipped inventory system. Proper storeroom management in the garments industry can reduce wastage of materials and lead time. The main responsibility of this department is to store all the raw material necessary to produce garments

Duties and Responsibility of Trimmings and Accessories Inspector in apparel industry

A trims and accessories inspector must have to follow the below duties and responsibilities:

1. He inspects the trims for quality and quantity.
2. He conducts a 10% inspection of the goods. In case of discrepancy, he will conduct a 100% inspection.
3. If any critical defects found will be “ZERO TOLERANCE”, the whole lot will be rejected.
4. He will document the result of the inspection and send them to the appropriate authority for onward submission to the supplier & buyer.
5. Hangtags having barcodes printed on them must be checked properly.
6. The trims have to be affixed to the bin card.
7. All trims have to be checked using buyer approved light source D65, TL84, UV, CWF, FA, and UL3500.

8. All reject trims must be kept in the reject area and disposed of following the buyer's recommended disposal process.
9. After completing the Brand labels inspection its must keep in the confirm area with lock and key. The key must be handle by the store in charge only.
10. Every inspection record will be noted in the register book accordingly. Responsible for trimmings & accessory inspection is Quality Inspector and in-charge.

2.7 Cutting Section

To cut out pattern pieces of garment component as per exact dimension of the pattern from a fabric lay is called fabric cutting. This is completely different from general cutting in which exact dimension is not taken into account.

Apparel production starts with the cutting process. In this process, fabric is being cut into components (shapes or patterns of different garment parts, i.e. front, back, sleeve, collar shapes etc.). In mass production multiple layers of fabrics are laid on a table and large number of apparels is being cut at a time. The laid fabric stack is called as lay.

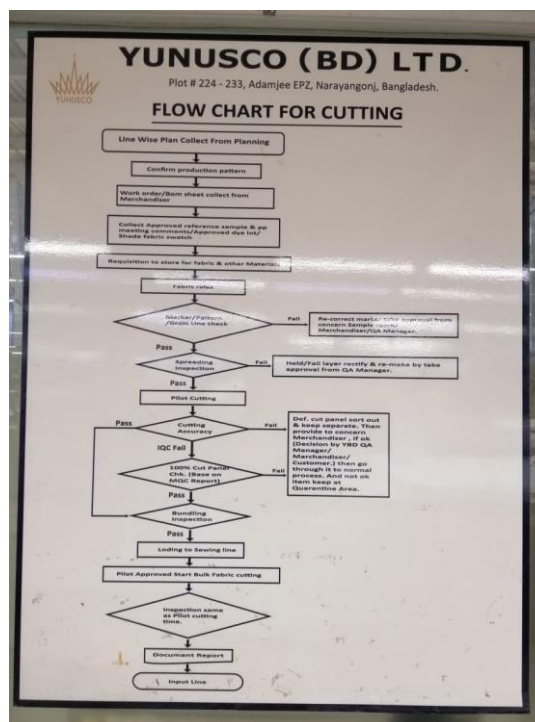


Figure 7: Flow Chart for Cutting Section.

Process flow of Cutting Section:

1. Pattern / Marker Making

2. Cut Ratio Receiving
3. Fabric Receiving
4. Fabric Relaxation
5. Spreading (Fabric Layering)
6. Marker Making
7. Cutting
8. Numbering
9. Sorting
10. Bundling

List of Machineries used in Cutting Section:

1. Automatic spreading machine
2. Automatic cutting machine
3. Manual cutting with straight knife
4. Round knife cutting machine
5. Band knife cutting machine
6. Die Cutting machine
7. Computerized automatic cutting machine

Cutting Room Terminology

1. **Band knife:** An endless blade vertical knife, around which work piece is moved over the large cutting table.
2. **Bias:** ‘Cut on the Bias – cut at an angle to both the warp and the weft of the cloth at 45 degree.
3. **Baker’s trolley:** A wheeled rack used to transport sections of the lay from the cutting table to the band knife and from the band knife to the sorting operations.
4. **Block cutting or blocking out:** Cutting roughly around a part which is subsequently cut very precisely, by various means. Also for splitting the lay, to assist handling to the band knife.
5. **Bowing:** A fault in woven cloth in which the weft is not straight across the piece but has curve.
6. **Clicker press:** Used for parts of intricate nature and repetitive, also for parts requiring a high degree of accuracy.

7. **Cross:** ‘Cut on the crosses – Cut at right angles to the grain of the cloth (On bias).
8. **Damage:** A fabric fault. It may be generated during handling fabric inside factory or faulty fabric sent the fabric supplier.
9. **Die cutting:** Used where accuracy is important and there is enough repetition.
10. **End loss:** The cloth at the end of the lay that is not covered by the marker.
11. **Face one way spreading:** The face side of each ply faces the same way (up or down)
12. **Face to face spreading:** Method of spreading in which the cloth is alternately facing up or down, as a result of continuous to and from movement of the roll over the lay.
13. **Face to face one way spreading:** Used for directional fabric where the pile (direction) is required to lie in the same direction to the plies.
14. **Layout (pattern layout):** The geometrical layout of the pattern pieces in a garment, which is cut around to produce the parts of the garment.
15. **Marker:** A man who prepares the pattern layout and/or who marks the layout onto the lay or onto a paper or a cloth. A piece of paper, cloth etc. representing the layout.
16. **Notch:** A small cut into the part, which aids the location during assembly by indicating to the operator some requirement for matching with other notches or positions in the garment.
17. **On the fold:** Method of finishing the cloth so that it is folded to half of its width.
18. **Shading:** Means color in cloth. It is commonly used to imply that a particular bit/roll of cloth is different in shade from another bit.
19. **Shade Numbering:** Process of numbering parts to ensure they are of same shade.
20. **Slub:** A local thick place in the yarn in a cloth usually caused by error but in some cloths it is introduced purposely.

2.8 Molding Section

Molding is a method of achieving three dimensional and pre determines shapes without seems or joints. Molding cause the fabric of the garment to be permanently stretch by until it just start on to soften and deform to the required shape and then cooling it so that the new shape becomes permanent.

To achieve above describe three dimensional and pre determine shapes subjected to heat and pressure for given time. The temperature, pressure, time can be varied according to fiber composition, fabric weight, degree of stretch & modules in the fabric & the size of mold being tested.

During fabric processing used heat setting process. To get good result it is required to heat this particular heat set temperature.



Figure 8: Flow Chart for Molding



Figure 9: Molding Department

Mold Types

Molds are made in two sections Male & Female. The male fitted to the upper section of the machine & the female the lower section. The female mold is stationary & the mail descends to fit with the female mold. As per the heating method there are two mold types.

1. Hollow Molds
2. Solid Molds

The mold techniques used for a hollow female is to stretch the fabric round the male mold, the mail mold is heated & the heat from the female mold is applied indirectly. There is not any pressure applied to the fabric during molding.

The solid female principal is quite different. Here the fabric is sandwiched between male & the female. Molds are heated, the fabric is in contact directly with both molds & therefore there is a direct heat transfer to the fabric under a given pressure.

The two molds are made to fit together so there is a limit to the variation that can be achieved in mold height from the same mold.

The advantage of the hollow female is price & flexibility. The hollow female mold can be used with more than one size of male mold & the choice of mold depth that can be achieved range. Also the mold is cheaper to make & less metal, less machining time and less accuracy of fit is required between the male & female molds.

Molding Defects

1. Looseness – Looseness will be results due less temp & fabric properties.
2. Ring mark – Ring Mark can be visible on dark colors. Can be avoid by controlling temperature & pressure
3. Morrie Effect – Due to male & female temperature differences.
4. Hanging – Due to Fabric shrinkage .Mostly can be seen on cotton fabric

5. Not hold the mold shape after the process, either in the warp or weft.
6. Discolor –White turns yellows.
7. The natural stretch becomes destroyed totally or either in the warp or weft separately.

While visited in the molding section I learnt about above matters. The molding section give shapes of fabric which helps to make a Bra precisely.

2.9 Sewing Section

In sewing section the cut panel joined with each other to make the garments as per approved sample. Here all kinds of trims added with the garments and made the required product for shipment purpose.

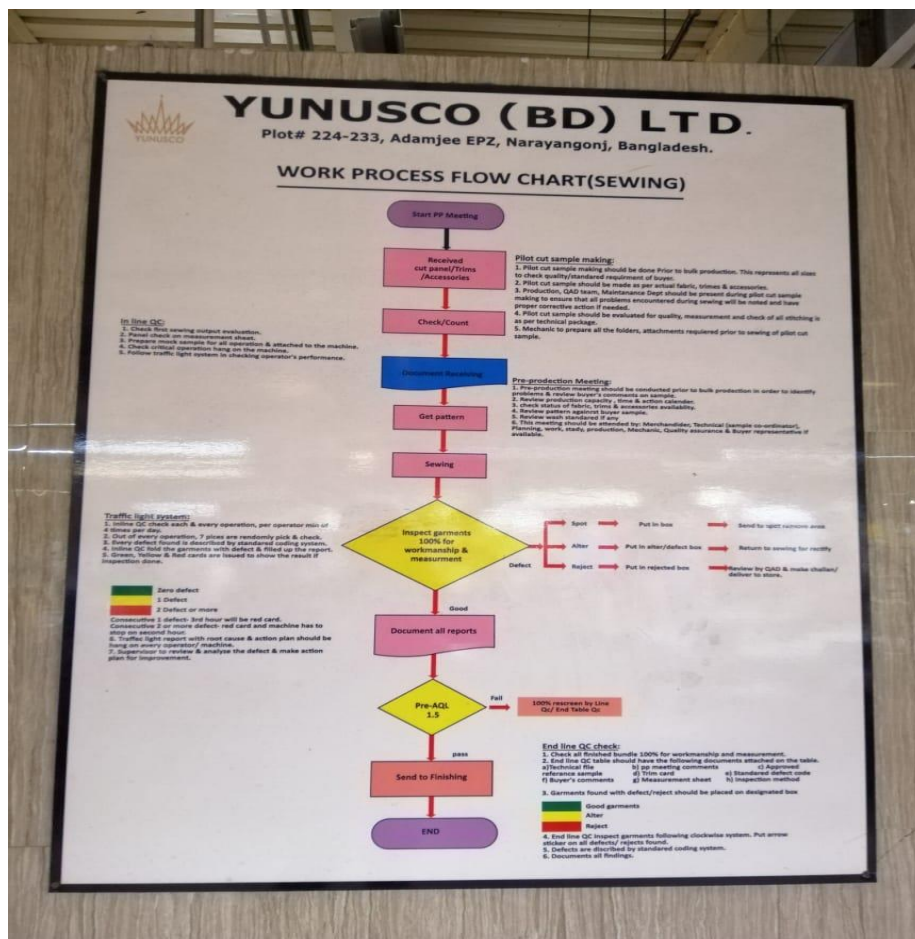


Figure 10: Flow chart of Sewing Section.

Organogram of sewing section:

Production Manager
Sr. Sewing In charge
Sewing In charge
Line Chief
Supervisor
Input man
Operator
Helper

Sewing machine & their features:

Over Lock: One or two needle can be used.

Flat Lock: For these types of machines maximum 4 needles can be used. 4-9 threads can be used for stitching.

Plain Machine: Consists of one or two needle.

Sewing tools and equipment's

1. Sewing thread
2. Bobbin
3. Measuring tape
4. Needle
5. Pin
6. Rotary cutter
7. Scissors
8. Sewing table
9. Tailor's chalk
10. Powder

Different Types of Sewing Fault

- Seam Pucker
- Unequal/Unbalance Stitch
- Broken Stitch
- Skip Stitch
- Material Loss

Machine Details Are Following

In our industry here have different types of sewing machines. Our sewing machine machine brands are Brothers, Pegasus, Juki, Hasima etc. Those are given in below-


Our Machine Details are following:

Sl#	Description of Machine	Brand	Qty
01	Single Needle (Plain Machine)	Brother	254
02	Two Needle Feed of te Arm	Brother	06
03	Button Hole	Brother	04
04	Button Stitch	Brother	04
05	Bar Tack	Brother	03
06	Four Thread Over Lock	Pegasus	193
07	Interlock (Flatbed)	Pegasus	47
08	Iterlock (Cylinder bed)	Pegasus	89
09	Cutting 8"	K.M	01
10	Cutting 10"	K.M	09
11	Fusing press	Hasima	01
12	Rib Cutting	Dino	06
13	End Cutter	K.M	17
14	Thread RE-winder	Hasima	02
15	Thread Suction	Nisho	04
16	Steam Iron	Nisho	65
17	Vacuum Ironing Table	Nisho	69
18	Needle Detactor	Hasima	01

Table 04: Machine details of Yunusco (BD) Ltd.

Layout of a Wire Bra

As we are manufacturing lingerie/undergarments products so in below I am describing the product layout for easy understanding.

Buyer:-WOLF		Style No:-70564		Sewing Instructions							YED-SMP-012	
Item:-Bra		Date:- 10-01-2019									Version: 002	
		Revised Date:- 09-02-2021									Effective Date : 01/01/2017.	
SL. No.	Operation	M/type	Sewing allowance	Stitch width	Trimming	Thread Needle	Thread Lower	Thread Spreader	Needle size	SPI/3 cm	Remarks	
1	Cut Front & Back Strap	Manual									Follow correct strap width & Correct MMT. Follow size wise strap width.	
2	Back Strap Making With Ring & Slider	B/T		1.5mm		pp/cotton	pp/cotton		11	42	Check the measurement & tension. Follow the trim card. Follow the correct ring & slider for correct strap. B/T should be full secured. Need to maintain 1mm rowedge.	
3	S/N Attach Bottom cup Verticle Seam & Outer & Inner Together & Bagout	S/N	05mm			PP. Cotton	PP. Cotton		10	12/13	Follow correct seam allowane. Follow correct stitch tension. No up down seam should be need to even.	
4	Basting Bottom Cup Around	S/N	03mm			PP. Cotton	PP. Cotton		10	11/12	Follow correct seam allowane. Follow correct stitch tension.	
5	Attach Liner For Lace Top Cup	S/N	03mm			PP. Cotton	PP. Cotton		10	11/12	Follow correct seam allowane. Note: Also will be use in upper cup lining (Only on G cup)	
6	Attach Side Slim For Lace Top Cup	S/N	02mm			PP. Cotton	PP. Cotton		10	11/12	Follow the correct shape. Stitch should be need well balance.	
7	Attach Elastic For Neckline	1Step Z/Z		2.5mm		PP. Cotton	PP. Cotton		11	12/13	Follow the MMT. Stitch should be need well balance. Stitch place should be 1mm down from lower scolap edge.	
8	Attached Over Bust Seam	S/N	04mm			PP. Cotton	PP. Cotton		10	12/13	Follow the correct MMT. Follow the correct seam allowance. Stitch should be need well balance. Both side no up down.	
9	Top Stitch Over Bust Seam With Stabilizer Tape.	D/N	04mm	Guage 3.2mm		PP. Cotton	PP. Cotton		10	12/14	Check the measurement & tension. Tricot tape cutable width 17mm. Both cup out line should be 1-1.5cm. Tricot should be need to balance. Rawedge should be not visible.	
10	Cup Basting	S/N	02mm	1.5mm		PP. Cotton	PP. Cotton		10	10	Both cups all seam should be need to match. Stitch should be well balance.	
SL. No.	Operation	M/type	Sewing allowance	Stitch width	Trimming	Thread Needle	Thread Lower	Thread Spreader	Needle size	SPI/3 cm	Remarks	
12	S/N Join C/F Outer & Liner with Ric Rac Elastic.	S/N	05mm	1.5mm		PP. Cotton	PP. Cotton		10	11/12	Follow correct seam allowane. Center front elastic should be need straight. Elastic gap need to same apperience.	
13	Bagout & Center all Around tack	S/N	03mm	1.5mm		PP. Cotton	PP. Cotton		10	10/11	All seam should be same. Stitch should be well balance.	
14	Attach Ribon to C/F Top Edge	S/N	05mm	1.5mm		PP. Cotton	PP. Cotton		10	11/12	Flow the correct MMT. Stitch should be well balance. Both side ribon cord should be same.	
15	Side Cradle Pannel Outer & Inner Basting Without Bottom Side.	S/N	03mm	1.5mm		PP. Cotton	PP. Cotton		10	8/9	Check The Measurement & Tension. Follow even seam allowance all around.	
16	Center & Side Pannel Join (Cradle Seam)	S/N	05mm	1.5mm		PP. Cotton	PP. Cotton		10	12/14	Follow the p. point. Both side scolap need to match. Cradle seam bottom need to back tack.	
17	S/N Tack Back Wing With Liner	S/N	03mm	1.5mm		PP. Cotton	PP. Cotton		10	8/9	Check the Stitch & tension. Follow correct seam allowance all around.	
18	Attach Back Wings With Side Cradle (Side Seam)	S/N	06mm	1.5mm		PP. Cotton	PP. Cotton		10	12/14	Check the measurement & tension. Follow correct seam allowance. Put the 5mm over hang fabric bottom for next operation.	
19	Bone Channel Join (Side Seam)	D/N		6.4mm Guage		PP. Cotton	PP. Cotton		11	16/18	Check the measurement & tension. Use correct bone casing. Both side out line need to even. Our line need to 1.5mm	
20	Insert The Bone & Cut Binding Top & Bottom	Manual									Follow correct bone for size wise. After insert the bone need to cut top & bottom edge 5mm for next operation.	
21	Top stitch at Side seam by Tricot Only B Cup	D/N		Guage 3/16"		PP. Cotton	PP. Cotton		11	16/18	Tricot Cutable Length 19mm and finish 09mm. Only B Cup (70B, 75B, 80B, 85B)	
22	Bottom Elastic Join	3Step z/z	5mm	7/8/9/10mm		pp/Cotton	pp/Cotton		11	6	Follow correct seam allowance. Follow correct SPI. Elastic should be place 1mm down from deepast scolap edge. No tracking.	
23	Cup Inserting	S/N	06mm	1.5mm		PP. Cotton	PP. Cotton		10	12/14	Follow the p. point for neck line. No up down over bast seam. Verticle seam & cradle seam need to match. Follow correct seam allowance & MMT.	
24	Wire Channel Join to Around Cup	D/L	0.6mm Fold	6.4mm Guage		PP. Cotton	PP. Cotton		11	16/18	Check the measurement & tension. Both cup need to even out line. Follow correct wire play. Follow correct SPI.	

SL. No.	Operation	M/type	Sewing allowance	Stitch width	Trimming	Thread Needle	Thread Lower	Thread Spreder	Needle size	SPI/3 cm	Remarks
25	Insert The Wire	Manual									Check The Garment Size & Wire Size. Follow correct wire play.
26	Elastic attached at Top wings and Armhole	3Step z/z	5mm	7/8/9/10mm		pp/Cotton	pp/Cotton		11	6	Follow correct seam allowance. Follow correct SPL Follow correct MMT & tention. Both side need even. No up down. No tracking.
27	Back Strap Join To Back Scoop	1Step Z/Z	05mm	03mm		PP.Cotton	PP.Cotton		11	12	Follow correct seam allowance. Follow correct SPL Follow correct MMT & tention. Both side need even. No up down. Top side raw edge 1mm & Bottom side 2-3mm & need to be even.
28	Label Ready	S/N	02mm			PP.Cotton	PP.Cotton		10	8/9	Check The Label Size, Number & Label Lay-Out
29	Hook & Eye Join With Label	1Step Z/Z	05mm	03mm		PP.Cotton	PP.Cotton		11	14	Follow correct seam allowance. Follow correct SPL Follow correct MMT & tention. Hook & Eye cord should be 1mm. Follow correct shape.
30	Locking	1Step Z/Z	2mm	03mm		PP.Cotton	PP.Cotton		11	22/24	Stitch should be well balance. No sharpness. Stitch should be hook & eye without only.
31	Shoulder Tack At Cup Apex	S/N	1cm			PP.Cotton	PP.Cotton		10	10	Follow the correct shape and angle. Strap overlap should be 1cm. Both side need to same.
32	Bartack Wire Channel-4 & Apex Point-4 Strap Joint-2	B/T		1.5mm		PP.Cotton	PP.Cotton		11	42	Check The Stitch & Tension. Bartack should be full secured. No sharpness. Follow correct bartack with for correct placement.
33	Bow Attach at Center Front Top & Bottom	1Step Z/Z Spot Tack		2.5mm		pp/cotton	pp/cotton		10	8	Follow the approval Sample. Follow the correct placement.
34	Removing Tacking Thread & Cut Thread	Manual									Breaking tacking thread.

NOTE: This Construction Breakdown Done By Size set (Fit) Sample (28-07-2020). It's Can Be Change As Customer Requirement.

#Prepared By: Zohirul Islam
Sr. Executive
#Department: Sample & Technical

Checked BY

2.10 Finishing Section

Finishing Organogram

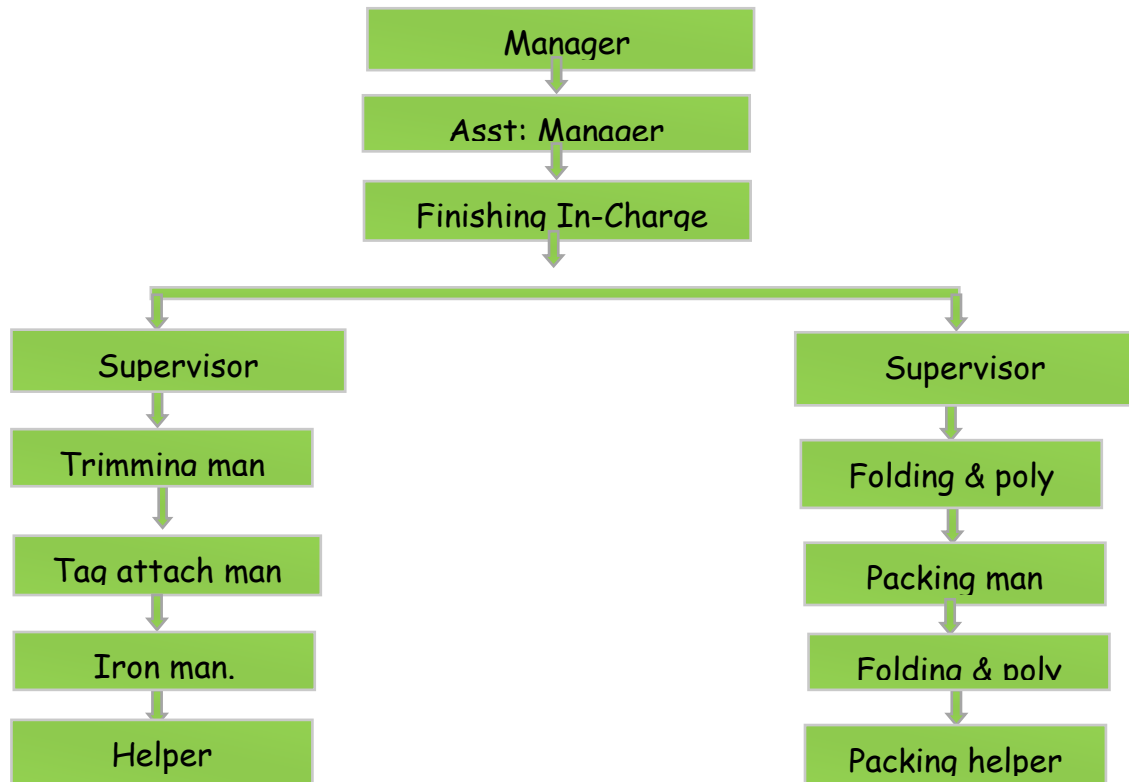


Table 05: Finishing Organogram of Yunusco (BD) Ltd.

Garments Finishing Department Process flow chart:

- Remove additional dust and cutter thread by Sucker machine
- Ironing
- Initial check
- Get up check
- Measurement
- 4-point check
- Hang tag attached
- Hang tag check
- Get up iron
- Quality get up check
- Folding
- Poly
- Carton
- Inspection

List of machine tools and equipment for the finishing department:

The name of machine tools and equipment which are used in finishing department are given below.

- | | |
|-------------------------------------|------------------------|
| ❖ Vacuum table | ❖ Boiler |
| ❖ Steam iron | ❖ Packing table |
| ❖ Local iron | ❖ Thread cutting table |
| ❖ Iron plate | ❖ Inspection table |
| ❖ Tag gun | ❖ Poly packing table |
| ❖ Spray gun (using for spot remove) | ❖ Scissor |
| ❖ Normal table (For folding) | ❖ Gum tape |
| ❖ Thread shaker machine | |
| ❖ Measuring tape | |

Accessories of Finishing Department

The accessories which are used in finishing room are given bellow.

- | | |
|------------|----------------|
| ❖ Ball pin | ❖ Tissue paper |
|------------|----------------|

- ❖ Poly bag for packing
- ❖ Hanger
- ❖ Plastic clip
- ❖ Barcode tag
- ❖ Size sticker
- ❖ Barcode sticker
- ❖ Plastic tag pin
- ❖ Back board
- ❖ Collar stand
- ❖ Neck board
- ❖ Loop pin
- ❖ Sticker (Shade/other)
- ❖ Gum tape
- ❖ Detergent
- ❖ Carton
- ❖ Spot remover chemical
- ❖ Hand tag
- ❖ Price tag
- ❖ Size tag

Finishing Quality Control:

Check list for the pre-final and final inspection:

- ❖ Carton
- ❖ Quantity
- ❖ Measurement

2.11 Marketing & Merchandising Section

Merchandising department is like the Bridge between Industry and Buyer. This department are responsible for order sourcing, price negotiation, raw material procurement, Sample development, Production follow up and production planning. In RMG sector merchandising department play a vital role to every department. Merchandising department work for development to shipment.

Merchandising Organogram

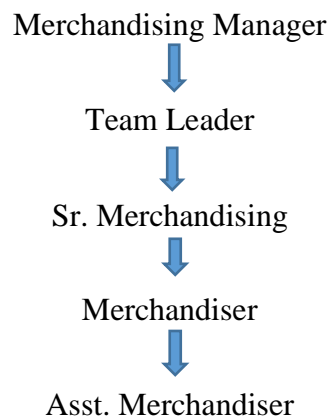




Figure 11: Merchandising Section

Working procedure of Merchandising Department

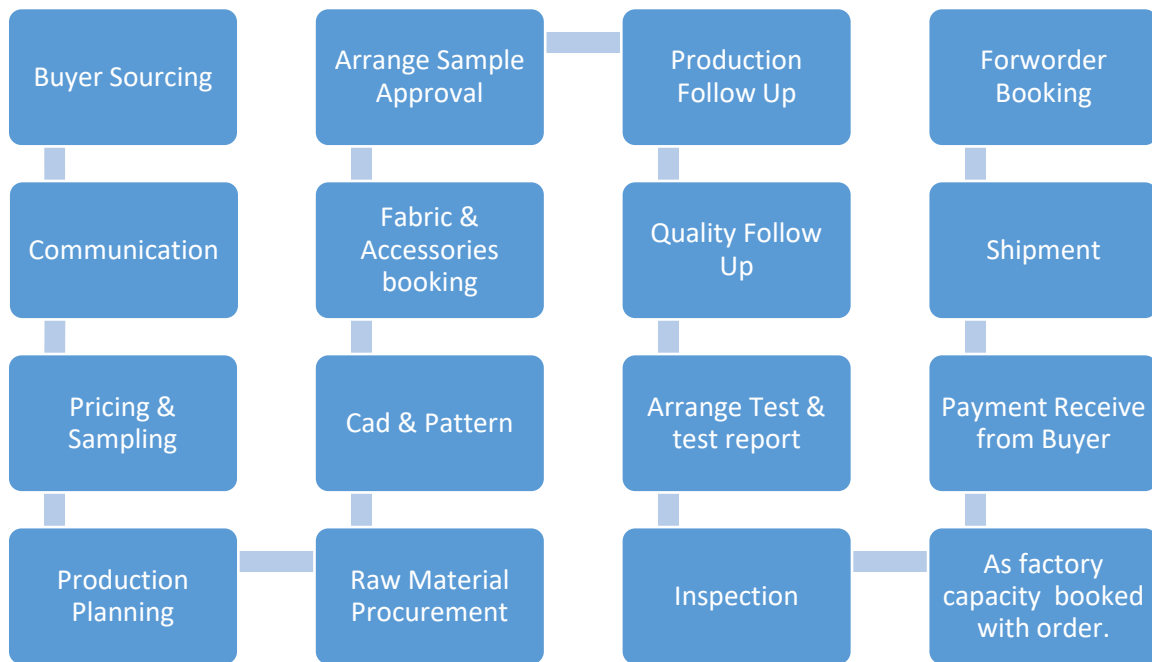


Table 06: Working Procedure of Merchandising Department

2.12 Commercial Department

The commercial department involves with export and import raw materials and finished garments, manage and provide necessary export and import documents for smooth export-import process in garments manufacturing. Their role is very vital, deal with merchandising and accounts department for their working procedure.

Job Responsibilities of Garments Commercial Department

1. Work with the Export Promotion Bureau
2. Work with Bank
3. Work with BGMEA
4. Buying House Management
5. Freight Forwarder/Shipping Agent Management
6. Clearing & Forwarding agent Management
7. Customs Bond work
8. Regular Office Work

(1) Export Promotion Bureau Work like: “Certificate of Origin (C.O.), Commercial Invoice, Quota issue, SAPTA Certificate, Mexico Certificate, GSP, Metropolitan/Dhaka Chamber (C.O.), etc.

(2) Banking work like: Master/Export L/C Collection, Master/Export L/C lien to Bank, L/C Transfer to another party, BTB L/C open and its Amendment, Import Doc’s Collect from Bank and Endorsement, Letter of Guarantee/Bank Guarantee for release the Import consignment, Document Purchase for fund, Export Documents submit for payment realization, Bank Bill/Reference Number taken, DHL/FedEx courier Number/Receipt collect, Follow up about Proceed Realization, Import Bill Acceptance & give the maturity date, Payment of BTB LC at maturity, Local Agent Commission Paid, miscellaneous certificate collect, PRC, Bank loan adjustment duly, Bank statement & Voucher collect, renewal & extension of Bank Liability & sanction and so on.

(3) BGMEA work like: Fabrics and Accessories Utilization Declaration and its Amendment work, Balance Fabrics/Raw material Adjustment, Export Order for export the Stock Lot or Un exported Goods, UD certificate collect, Inter bond transfer for Sub-Contract work, BGMEA Certificate collect for “Free of Cost” goods Import, Sample Pass Book renewal for sample goods import, BGMEA License Renewal, Auto-Renewal of Bond License, all types of BGMEA Certificate as needs, yearly member’s ID renewal and so on.

(4) Buying House Management: Follow-up about order procurement, Master L/C or L/C Transfer Collect, Collect the Cost Break Up for calculation, Collect the Order Sheet, Sketch & Measurement collect from Merchandiser, Proforma Invoice Collect, BTB L/C & its Amendment mail/send to them, Export Document send for collect IC, Bank Bill/Reference Number and DHL/FedEx Courier Receipt number send/Fax to them, buying commission (LAC) paid.

(5) Freight Forwarder/Shipping Agent Management: Online Shipment Booking to Export for Air and Sea, Shipping Advice collect, Dummy B/L or AWB collect for EPB work, Original doc's send to them for shipped goods release at the destination, Original B/L or AWB collect as well surrender of export document.

(6) Clearing & Forwarding agent Management: Import Doc's Handover to C&F Agent with Bank Endorsement for Clearing the Imported Goods. Shipping Doc's handover to C & F agent for Export, follow up about Assessment and Examine, collect the Bill of Entry/ Shipping Bill as authenticated Import & Export record.

(7) Office Work: Correspondence with Foreign and Local Buyer & Buying House, follow up to suppliers about production status as well their booking, shipment and import documents, Export Documents Ready, follow up about finished goods for export progress, E-Mailing regarding several issue, corporate meeting, managing relevant party regarding arising issue as situation, etc.

(8) Customs Bond work: For Up-to-Date General Bond, Customs Audit Export Proceed Realization (PRC) statement ready, all certificate and documents submitted to Customs according to Customs Office instruction, Ownership change, Permanent Bond Transfer, Machineries Indemnity Bond release, Lien Bank Change/Addition, Factory Building Extension/Replacement, UP, In-Bond & Ex-Bond work for chemical and for deemed exporter and so on.

Chapter 3

Critical assessment of Internship work

During my last three-month industry attachment period, I tried to complete my visit in all below department to gather information for my self-improvement.

- Pattern Section
- Sample Section

- IE Department/Section
- Quality Department
- Planning Department
- Store Department
- Cutting Section
- Molding Section
- Sewing Section
- Finishing Section
- Marketing & Merchandising Department
- Commercial Department

Meanwhile I realized the importance of various departments of an organization. All the section playing a vital role for companies day to day activities. For any company success of all the department should have same motive. Being a Sr. Merchandiser I tried to manage all the staffs and employees for a same objective is very important part of my job. My 12-week internship work with all section enhance my knowledge about all other department, Also I can manage my job role related to these section more efficiently.

3.1 Application of Generic and Industry specific courses during internship

In our Generic course, we learned about Communication skill, Business operation skill. Analytical skill, Human resource, Industrial engineering, Inventory Management and other soft skills like supply chain management and Merchandising.

As my day to day job role is to negotiate with buyer & supplier in daily basis about price and shipment schedule,

I have to communicate every day with buyer, supplier, coordinator even with management, learning those above generic courses, now I can do my communication and negotiation more effectively and efficiently.

Having leadership skill as our generic course I can organize my coworker by good way than before. By practicing leader ship skill I improve my below soft skills to deal with client and co officer,

1. **Identify, what need to do to achieve my goals** – Major task for achieving the goal have to write down in a note book. Keep believe this is achievable by myself.

2. **By Forcing to act enthusiastic** I become more enthusiastic, this will create a strength of mind.
3. **I can easily identify** what's holding me back and searching for a better solution. And to be confident on myself.
4. **Health and lifestyle-** Have to be aware both health and lifestyle which has large impact on how much energy and enthusiasm I can able to maintain. Play attention to my own strengths.
5. **I prepared about task and job.** Set effective goals and work to achieve them with the commitment of success.
6. To be **open and approachable.**
7. To **celebrate** other people's successes.
8. **Get involved** in a good cause.
9. **Develop** empathy.
10. Have **to maintain** right etiquette.

By the Industrial engineering lectures now I can find out the bottle neck in production line, and accordingly I can take corrective measure.

3.2 Suggestion for industry improvement

At a glance here I will discuss the PESTEL Analysis in terms of Yunusco (BD) Limited.

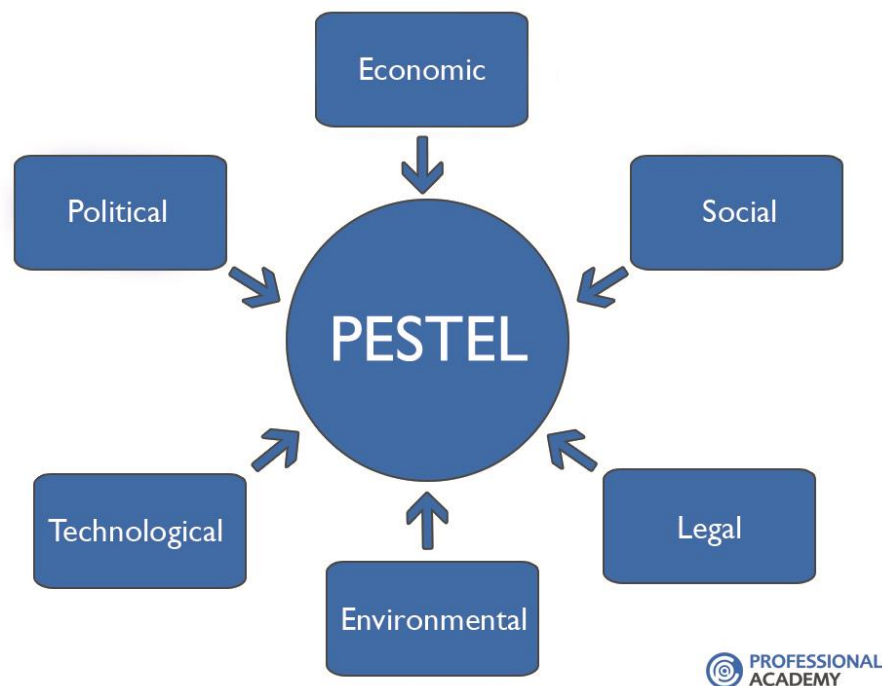


Figure 12: PESTEL Analysis

A PESTEL analysis or PESTLE analysis (formerly known as PEST analysis) is a framework or tool used to analyse and monitor the macro-environmental factors that may have a profound impact on an organization's performance. This tool is especially useful when starting a new business or entering a foreign market. It is often used in collaboration with other analytical business tools such as the SWOT analysis and Porter's Five Forces to give a clear understanding of a situation and related internal and external factors. PESTEL is an acronym that stand for Political, Economic, Social, Technological, Environmental and Legal factors. However, throughout the years people have expanded the framework with factors such as Demographics, Intercultural, Ethical and Ecological resulting in variants such as STEEPLED, DESTEP and SLEPIT. In this article, we will stick simply to PESTEL since it encompasses the most relevant factors in general business. Each factor will be elaborated on below:

Political Factors

In Bangladesh no unrest political situation is going on. Basically all the influences that a government has on your business could be classified here. This can include government policy, political stability or instability, corruption, foreign trade policy, tax policy, labor law, environmental law and trade restrictions. Furthermore, the government may have a profound impact on a nation's education system, infrastructure and health regulations. Right now our countries political situation is well enough compare with Myanmar. So it's our plus point to do business smoothly. Yunusco (BD) Ltd. utilizing all political advantages in favor of RMG.

Economic Factors

Economic factors are determinants of a certain economy's performance. Factors include economic growth, exchange rates, inflation rates, interest rates, disposable income of consumers and unemployment rates. These factors may have a direct or indirect long term impact on a company, since it affects the purchasing power of consumers and could possibly change demand/supply models in the economy. Consequently it also affects the way companies' price their products and services. Yunusco (BD) Ltd. is now in a good position in terms of all economic factors. With the economy Yunusco (BD) Ltd. runs its business with full phase.

Social Factors

This includes population trends such as the age distribution, income distribution, career attitudes, safety emphasis, health consciousness, lifestyle attitudes and cultural barriers. These factors are especially important for marketers when targeting certain customers. In addition, it also says something about the local workforce and its willingness to work under certain

conditions. Yunusco (BD) Ltd. now is in a sustainable position, it have all kinds of social and compliance certification that proves this company as a social compliant industry. We have Oeko Tex, WRAP, Sedex, BSCI, OCS, GOTS, FSC, GRS etc. certificates and working with world top class customers.

Technological Factors

These factors pertain to innovations in technology that may affect the operations of the industry and the market favorably or unfavorably. This refers to technology incentives, the level of innovation, automation, research and development (R&D) activity, technological change and the amount of technological awareness that a market possesses. These factors may influence decisions to enter or not enter certain industries, to launch or not launch certain products or to outsource production activities abroad. In Yunusco (BD) Ltd. we have all kinds of advanced machineries and this factory is totally ERP based factory. Moreover this factory have all kinds of technological advances to cope with this modern era.

Environmental Factors

Environmental factors have come to the forefront only relatively recently. They have become important due to the increasing scarcity of raw materials, pollution targets and carbon footprint targets set by governments. These factors include ecological and environmental aspects such as weather, climate, environmental offsets and climate change. Yunusco (BD) Ltd. works with renowned suppliers whose products are environment friendly and suppliers aren't use any harmful substances. This has led to our companies getting more and more involved in practices such as corporate social responsibility (CSR) and sustainability.

Legal Factors

Although these factors may have some overlap with the political factors, they include more specific laws such as discrimination laws, antitrust laws, employment laws, consumer protection laws, copyright and patent laws, and health and safety laws. It is clear that companies need to know what is and what is not legal in order to trade successfully and ethically. If an organization trades globally this becomes especially tricky since each country has its own set of rules and regulations. Yunusco (BD) Ltd. have also such criteria to cope with these legal factors.

3.3 Learning for self-improvement

In my last three-month internship period, I gathered much practical knowledge about inventory management, recording of SKU, work study for sewing, KPI determination. I learned about to

deal with floor level people, employee welfare, complains law, negotiation with counterparts, dispute resolution as well as conflict management and time management, All those learnings helps me to be more competitive in RMG sector even in my personal life. So it's a great learning and self-improvement for me in this PGD – KIM course.

Chapter 4

Conclusion

It's my pleasure that I completed my last three-month internship at Yunusco (BD) ltd. I have got the opportunity to work with related all department at a time at Yunusco (BD) ltd.

I must give thanks to our management and all of our colleagues, also i give thanks to all of our technical and non-technical staff/employees who was sincere & co-operative to me during my internship.

During last three month I got enough information & gather technical knowledge from the respective concern of every department. I know how various department contribute for company's success, even I learnt about work culture of different section. At last I have to say that, my RMG knowledge become more mature during last three months by having close to all departments of Yunusco (BD) ltd.

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Appendix A.

Except the List of Tables & List of Figures in this report I mention much more information which helps to take a clear understanding about an industry

- Different types of Samples
- Application of IE Department in different stage of apparel industry.
- Job description of a Production Planner.
- Duties and Responsibility of Trimmings and Accessories Inspector
- Terminology of Cutting Room
- Different Machineries used in Finishing Section.
- List of machine tools and equipment for the finishing department
- Job responsibilities of Garment Commercial Department etc.