

Report On
Marma Composite Ltd.
Garments Production Procedure

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
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Declaration

It is hereby declared that

1. The internship report submitted is my/our 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/We have acknowledged all main sources of help.

Student's Full Name & Signature:



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Academic Supervisor's Full Name & Signature:



Mr. Nazmus Saaqib

Assistant Professor

Primeasia University

Letter of Transmittal

Mr. Nazmus Saaqib

Assistant Professor

Primeasia University

Subject: Submission of Industrial Report.

Dear Sir,

This is my pleasure to submit my internship report regarding Garments Production Procedure in Marma Composite Ltd. which I was appointed by your direction.

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

I believe that the submitted report will meet the desires expectation.

Sincerely yours,



Habibur Rahman

19281161

Executive Development Center, BIGD

Brac University

Date: May, 2021

Non-Disclosure Agreement

This agreement is made and entered into by and between Marma Composite Ltd. and the undersigned student at BIGD, Brac University. The parties shall use reasonable efforts to maintain the confidentiality of the information and the materials, whether oral, written or in any form whatsoever, of the other that may be reasonably understood, the nature of such information itself and the circumstances of such information's disclosure, to be confidential and/or proprietary thereto or to third parties to which either of them owes a duty of nondisclosure (Confidential Information).

Student's Full Name & Signature:



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Industry Supervisor's Full Name & Signature:



Salah Uddin

Manager, Industrial Engineering & Planning
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Acknowledgement

This opportunity for internship at Marma Composite Ltd. which was a biggest opportunity to me to learn and develop my profession. That's why, I think I am a lucky man.

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I also wants to offer thanks from my heart to BIGD, BRAC University and SEIP (Skill for Employment Investment Program) for selecting me to grave the opportunity of learning provided by them. I want to thanks my PGD batch mates and colleagues for their regular support.

Finally, thanks to all who has helped me directly or indirectly and support me for completing this research work.

Sincerely

Habibur Rahman

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Executive Development Center, BIGD

Brac University

Date: May, 2021

Executive Summary

This report is prepared on the basis of my 3 months practical experience on garments production procedure of Marma Composite Limited. This internship helped me to have a practical idea about garments production procedure of Marma Composite Limited, which is not possible for me by working only in my own section. This report is presented based on my observation and experienced gathered from the company.

The organization has many departments, but this internship focused on-

1. Overview of industry
2. Vision & Mission
3. Goals & Objectives
4. Organizational structure, Organogram, Branches and Departments
5. Products/services produced by the Industry
6. Description about task accomplishment
7. Application of Generic and Industry specific courses during internship
8. Suggestion for industry improvement (Based on internship)

This report mentions about the function of Garments Production Procedure, briefly discuss about their working organogram, working procedure. After analyzing and evaluating each department possible suggestion to improve the present status of the organization is described in details at the end of this report

Keywords:

Know about Garments Production Procedure;

The Activities of Industrial Engineer in RMG Industries in BD;

The Activities of Merchandising in RMG Industries in BD;

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List of Acronyms

MCL_ _Marma Composite Ltd.

IE_ _Industrial Engineer

AQL_ _Acceptable Quality Limit

BL_ _Bill of Lading

AWB_ _Air Way Bill

CPM_ _Cost Per Minute

CP_ _Critical Path

CM_ _Cost of Making

CO_ _Country of Origin

CI_ _Commercial Invoice

CAD_ _Computer Aided Design

DPL_ _Detail Packing List

JD_ _Job Description

CIF_ _Cost Insurance and Freight

KPI_ _Key Performance Indicator

IP_ _Import Permit

EXP_ _Export Permit
GPQ_ _Guideline for Production and Quality
FCL_ _Full Container Load
TNA_ _Time and Action Plan
LCL_ _Less Container Load
IH_ _In House
LC_ _Letter of Credit
PO_ _Purchase Order
PP_ _Pre-Production
OB_ _Operation Bulletin
QA_ _Quality Assurance
PI_ _Performer Invoice
SMV_ _Standard Minute Value

Glossary

Thesis	An additional paper which is a part of post graduate degree before final exam. This paper also can be classified as a project of extended essays.
Lean	Lean is a waste measurement technique by which we can identify wastage in a manufacturing system and reduce wastage through a production system without sacrificing productivity.
Industrial Engineering	Industrial Engineering department can work in each and every section to reduce wastage and saving cost.
Merchandising	The word merchandising means to buy something for the purpose of sell in future. Actually merchandiser acts as a bridge between the buyer and supplier.

Chapter 1

About Organization

1.1 Overview of the Industry

Marma Composite limited is a developing knit composite garments industry in Bangladesh which produce fashionable and quality full knit garments to worldwide. It is also a knit garments which is going to leading the knit garments manufacturer by exporting various types of knit garments. It is serving knitwear from 13 (thirteen) years to the world class brand buyer. From spinning to finishing (packing) it maintain the standard of quality of the products to deliver it by using professionally skilled manpower through high care. It always produce harmful substance or chemical free knit garments which increase its confidence in textile market. By maintaining these criteria and required international standards, Marma composite achieve the certification of Oeko-Tex standard 100. The compliance practices of this company is followed under the supervision of BSCI. It also achieved the membership of SEDEX, WARP which are responsible for supply chain management. The company management always try to fulfill the rights and benefits of the worker.

The 100 percent export oriented knit garments produced industry MARMA Composite Ltd. which is situated at Tongabari, Ashulia, Savar, Dhaka, Bangladesh and 40 min required to reach, from Hazrat Shah Jalal International Airport by drive.

History & Basic Information of MARMA

Company Nam	: MARMA Composite Limited
Company's formation	: A private limited company
Year of establishment	: 2007
Factory address	: Tongabari, Ashulia, Savar, Dhaka, Bangladesh
Head office address	: House No# 9/1, Road No# 12, Kallyanpur, Dhaka-1207, Bangladesh.
Compliance	: BSCI Ref. : DBID (28547)
accreditation	: WARP status : Gold, SEDEX
	: Walmart status : Yellow***
	: Walmart Ref. : 36182694
	: Oeko-Tex (Class-1) Ref. : 12.HBD.06546
Nature of business	: 100% Export Oriented Garments Factory

Manpower	: 1800	
Turn Over	: US \$ 26.0 Million	
Registration certificate	: BKMEA Membership	: 1216-C/2007
	: Enrolment No.	: GSP-1655
	: VAT Reg. No.	: 5031029908
	: TIN No.	: 072-201-5781
	: Fire Reg. No.	: Dhaka/21961/010

1.2 Vision & Mission

Mission: Our mission are as follows-

- ❖ To become leader of RMG market between the global RMG suppliers.
- ❖ Innovation new development and make it sustainable.
- ❖ High quality products deliver to the customer with in prices of reasonable.
- ❖ Become competitive in global market by cost reduction and by innovative.
- ❖ Fulfill our customer's demand

Vision: Our vision are as follows-

- ❖ To build up a “Green” knit composite factory with fully compliance facility for long time duration, and become a dependable supplier to our clients.
- ❖ To become an idol for garments manufacturing industry in the world RMG Company by producing world best quality products by integrity, hard work, innovation, and team work by our beloved people with our commitment through satisfaction of our customer.

1.3 Goals & Objectives

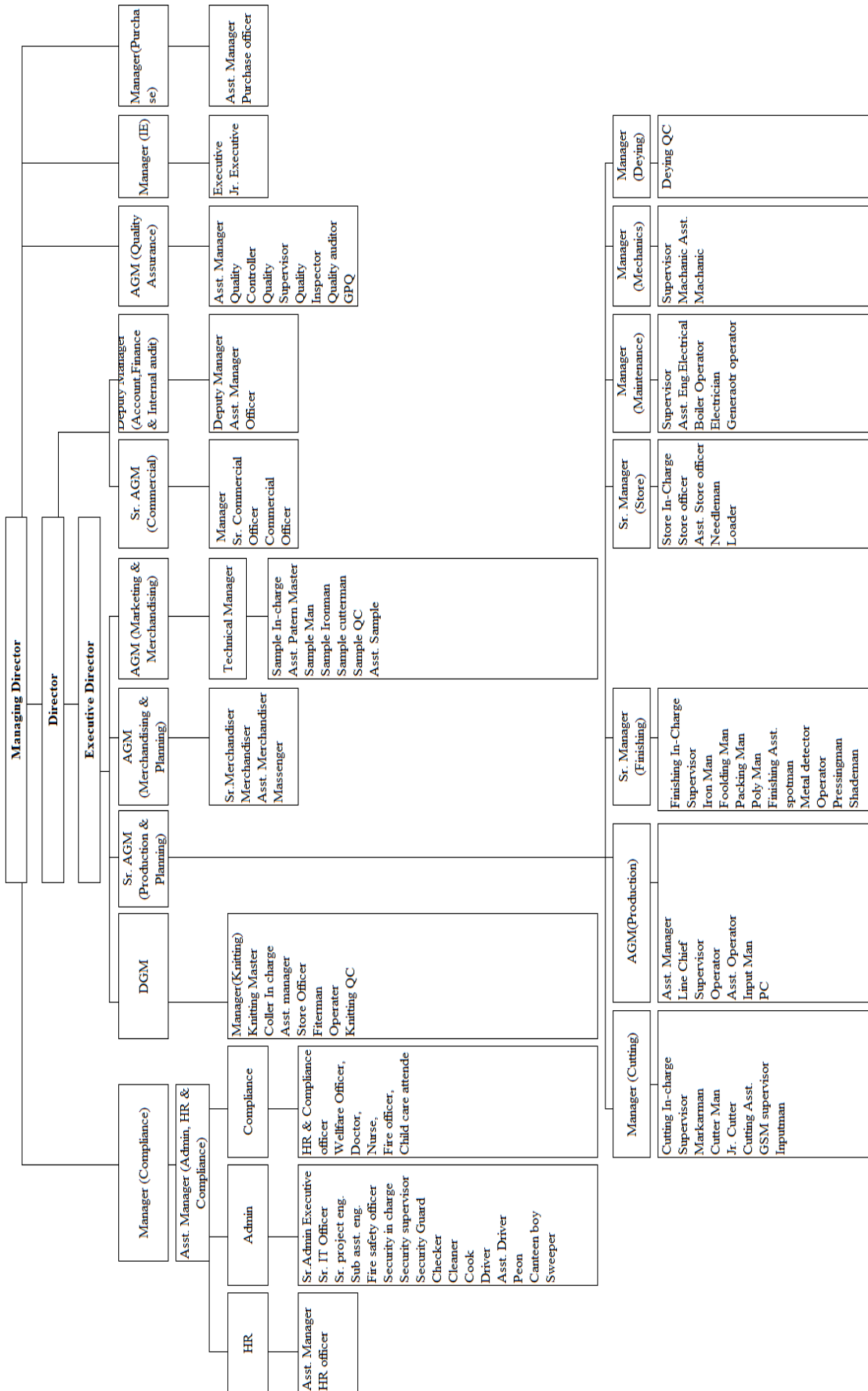
We have set our future goals and working on it. Our goals and objectives are as follows-

- ❖ Increasing productivity.
- ❖ Satisfying buyers with on time delivery and with best quality.
- ❖ Try to creating more jobs with minimum investments.
- ❖ Maximizing export earning with minimum imported in-puts.
- ❖ Making a good relationship among the employees with the factories.

1.4 Organizational structure, Organogram, Branches and Departments

MARMA Composite Ltd
Tongabari, Ashulia, Savar, Dhaka.

Organogram



Various Departments in Marma:

- HR Admin & Compliance department
- Operation Section.
- Knitting department
- Dyeing department
- Cutting department
- Printing department
- Sewing department
- Finishing department
- Product Development department.
- Engineering department. (Civil, Electrical, Electronics, Mechanical)
- Industrial Engineering (IE) department.
- Merchandising & Marketing department.
- Production Planning & controlling department.
- Purchase department.
- Quality control & assurance department.
- IT department.
- Supply Chain department.
- Accounts & audit department.

1.5 Products/services produced by the Industry

Our Production Capacity (Monthly):

Shade Building (Printing) total 8 Printing Table:

- Neck print - 7,20,000 pcs
- Body print - 4,44,400 pcs
- Critical print - 3,06,800 pcs

New Building total 34 Lines:

- Basic items - 17,68,000 pcs
- Fancy items - 14,67,440 pcs
- Critical items - 12,08,100 pcs

Factory Efficiency:

- Cutting section- 62%
- Sewing section- 67%
- Finishing section- 55%
- Overall factory Efficiency- 59%

Our Products:

Fabrics:

1. Single-Jersey Fabric	7. Terry Fabric	13. 2X2 Lycra Rib Fabric
2. Lycra Single-Jersey	8. Lycra Terry Fabric	14. Interlock Fabric
3. Single Lacost Fabric	9. Flece Fabric	15. Lycra Pique Fabric
4. Lycra Single Lacoste	10. Lycra Fleece Fabric	16. Birds Eye Fabric
5. Pique Fabric	11. 1X1 Rib Fabric	17. Flat Knit Collar-Cuff
6. Double Lacoste Fabric	12. 2X2 Rib Fabric	

Table: 1.1

Garments:

Men's item	Women's item	Kids item
Tee shirt	Tee shirt	T-Shirt
Polo-shirt	Polo-shirt	Sweat Shirt
Tank-top	Tank-top	Romper
Zip Thru Hoody	Ladies Zip Thru Hoody	Sweat Hoody
Pant	Leggings	Sweat Pant
Sleeping Trousers	Ladies Trousers	Pajama
Pullover	Ladies Pullover	College Jacket
Jacket	Ladies Jacket	Baby Overall

Table: 1.2

Our Present Client's:

Buyer Name	Origin	Logo
1. LIDL (Distra)	Germany	
2. Living Stone	UK	
3. Walmart	Canada	
4. Falabella	Chile	
5. Signet (Champion, Lotto)	Nederland	
6. GOR Factory	Spain	
7. Aldi	Germany	
8. Publik	Serbia	

Table: 1.3

Chapter 2

Description about task accomplishment

In our garments factory, from order receive to shipments, all are done by the combination of various department task. The whole process is not easy to complete by one department. A piece of garments cannot be complete without contribution of various department work. Each and every department try to do their best to find out their desire output in a systematic way by following SOP (Standard Operating Procedure). These individual departments works are describe in bellow according to the sequence from garments order taking to shipment procedure.

1. Merchandising & Marketing:-

The word “Merchant” means to buy something for the purpose of selling. The department of Merchandising & marketing plays an impartment role in RMG sector. A Merchandiser acts as a hero from order received to delivery. Firstly a Marketing department collect technical sheet from the buyer and then he or she transfer it to a Merchandiser. Then concern merchandiser plan to develop this product. Then he send these technical sheet to the CAD and sample section. From CAD section he got the consumption of the garments and from the sample section he get a visualization of technical sheet artwork and finally he make a Sample and send it to the buyer for buyer answer. If there have any additional wants from buyer then they prepare new sample and delivery to buyer for final decision. Beside this Marketing department also make quotation of price for buyer. Then they make price negotiation with buyer. If the order is confirmed than the concern merchandiser will go for bulk production as customer desire. After getting order a merchandise also open LC against that order with the help of Commercial department. In that time a merchandiser prepare booking for all elements and confirm the booking. Then he submit the Pre-Production sample to the buyer and if the P.P sample get approval then he place it to bulk production process and prepare production plan and follow up production. Besides these they make sure all thread, fabric, trims & accessories in-house within time. In the meantime the always communicate with buyer for various purposes. Finally they make packing list for finishing & finally follow up till to shipment.

2. CAD:-

CAD, Computer-aided design, by using different CAD software garments patterns are made in a computer. In Garments manufacturing, garments measurement, shape of pattern can be easily make by the use of CAD. In the bulk production process we make marker for fabric cutting by the use of CAD and in this department we can increase marker efficiency which resulting saves huge fabric.

3. Sample:-

The Sample section of a garments department plays an important role to get garments export order from the buyer to the manufacturer. It is the primary and main department for any garment manufacturing factory. At first sample section represent the desire output based on the given details information from the buyer. Besides these we can predetermine about the new idea and cost of the garments to manufacturing. In this case at first sample department collect details about the new style from the merchandiser and then collect pattern from CAD section and check the pattern for its workability. Then they make different types of sample for getting buyer approval. Then they inform quality related problems to the QC and in that time they try to minimize unnecessary operations from the garments. For buyer approval, in garments manufacturing various types of sample are made. Such as-

- Proto sample
- Salesmen sample
- Fit sample
- PEP sample
- Size set sample
- PP sample
- Production sample
- Shipment sample
- Counter sample etc.

4. Industrial Engineering and Planning:-

The Industrial Engineering (IE) department is an individual department in garments industry which can interfere in each and every department of the industry. This departments directly works under Management. It is also called 3rd eye of the management. Basically IE department works for production, productivity and efficiency improvement and cost reduction. This department also works for development and find out the wastage to remove it. In garments, IE department works starts with the Merchandising and Marketing department. During cost calculation in Merchandising and Marketing stage for new order, IE department gives the CM (Cost of Manufacturing). After conforming a new order IE department collect the sample and gives the sewing thread consumption for it to the merchandiser for sewing thread booking. After that they make operation breakdown and provide SMV for that style. Then they prepare operation bulletin of line layout. In that time planning department make plan for that style from booking stage to shipment stages to meet the shipment date. Then planning department allocate sewing line for that specific style and gives this plan to cutting, sewing, store, finishing department. According to this plan, store ensure the fabric supply, cutting department cut the fabric, sewing department stitch the garments and finishing department also do their respective job. IE department submit the operation bulletin to production department and make line layout and record if by line feeding report. Before line layout IE department also ensure the input from cutting. After that IE department do capacity study for that line and set-up daily hourly target production for each and line according to their style. They also find out the bottleneck process in sewing production and solve it by production study or by line balancing. IE works for process development, unnecessary process minimization. Finally they make sure the height output of that line by maintaining best quality of the product. They also control WIP in sewing line. They ensure the maximum production and productivity from the line. After that they also works in finishing department. IE department make all types of report (production report, efficiency report, NPT report etc.) and finally make profit or loss report and submit it to the management IE department also responsible for recruiting all production people by their skill test. IE department also implement 5S in working place. IE department also give presentation about the present scenario and previous history of the company to the buyer and also to the management.

5. Cutting:-

In Garment manufacturing cutting means to cutting of raw material (fabric sheet) according to the planning of production through various activities to delivery of raw material in sewing production process. In cutting, at first according to the production planning cutting plan have to be make. After that based on that cutting plan fabric receiving plan have to be make. After that fabric receiving requisition have to make and fabric will be receive as per the plan. Before receiving fabric we have to check with QC about fabric inspection status, if fabric is QC passed then it will be eligible for cutting. After getting fabric inspection report, shade band and GSM band are made and according to fabric shade, fabric have to be segregate shade wise. Then marker request send to CAD department. After fabric receives for spreading fabrics are relaxing shade wise (follow relaxing standards given in quality manual). After relaxing, fabric spreading are started. Before spreading, papers are set on the table to avoid fabric damages and spot and also for smooth cutting before layering start. After completing spreading, the paper marker are set on the top of the fabric lay. Then fabrics are cut according to the marker paper line alignment by the use of knife. Then catted fabrics are send to numbering department to set sticker on every individual parts according to their cutting, bundle and size number to identify it easily. Finally cutting parts are send to bundling section. After bundling it sends to QC for checking and if any kind of faults are found then the replacing parts are cut according to direction. After that One person will be responsible for making whole bundle where bundle no, style, PO, color, size, cutting number are included for issuing to sewing production. After that fabrics are issuing to the printing section (if printing is required for that specific style) or to sewing department according to production planning.

6. Sewing:-

Sewing is called the heart of Garments Industry. The main job responsibilities of the sewing department is garments stitching. The works of sewing departments starts from planning department. As per previous planning, they collect planned styles P.P sample from Quality department and analysis the garments. Then they identify the various parts of that garments and make requisition to cutting for collect input from cutting department and Collect input of new style. In that time they collect others accessories (Sewing thread, label, button, zipper, elastic, lace etc.) from the store against that input. After that they collect Operation bulletin

from I.E department and start line layout. After a certain time they make sure output of new style. They complete a garments by stitching two or more parts with one another according to the P.P sample styling with the help of various types of machine and efficient worker by the use of needle & thread. Besides these they also done the following tasks –Attend on P.P meeting, setup a new line, stitching of garment, Marking of parts, garment ironing, Checking stitch of garments, alter rectify, document collection, 5S maintaining in work place, Line balancing, Process development, Process minimization. Finally they make sure the height output of that line by maintaining best quality of the product.

7. Quality Control & Assurance:-

Our factory slogan is “Quality first, Production must”. Quality departments works on each & every department in our factory. The job responsibility of this department sometime may different from factory to factory but their work remain similarly. Quality assurance and control department works from the sampling to shipment in garments industry. In between that time they do the following activity. They Set up Quality standards & SOP for their work. In case of development of a product and sample stage they ensure the desire quality aspects of sample. At the time of pre-production they audit grey fabric, trims & accessories and delivery only good quality products. They check fabric in cutting and if they find minimum fault is visible in the fabric, they takes necessary steps to recover it. They arrange P.P meeting before production start & discuss about the critical process. At the time of production they give direction to achieve 100% quality of the goods & check each and every process to ensure the quality of the goods. Quality team works in the sewing floor besides of the section finishing. Quality audit are done prior to final inspection. They take care about the measurement, size, label, SPI, color, sheading, and outlook of the garments. They also maintain various types of audit report for ensuring of the quality. Finally quality department conduct Pre-final inspection for offering final inspection. If pre-final is pass then they offer Final Inspection schedule to the buyer and arrange it.

8. Finishing:-

The main responsibilities of finishing department is, the stitched garments are packing into poly bag. Depend on product characteristics finishing department works maybe different. By

applying required finishing activities, we can improve the garments quality and ensure right time delivery of garments. At first uncut threads are removed from the garments by thread sucker machine. Otherwise it may create problem in finished garment. Then these garments are send to iron to reduce crease mark. Garments are pressed by the use of steam iron. To ironing the garments properly vacuum tables are used. After finished the inside iron of a garments then these garments quality are inspected. Here sewing complete garments are firstly checked by inspector. If they find any minor problem, major sewing fault, fabric faults, styling mistake, label mistake etc. then they again it return back to the sewing floor for alter remove. Beside these if they found others faults like marks of oil, stains, oil spots then these spots are reduced by the use if spot lifter and by using air gun machine dust reduce. After that quality related work is finished then garments are replaced to iron section for re-ironing. Then inspector check the garments full out looks view and ensure the quality. After that garments are separated according to size and color to attach finishing accessories required by buyer like hang-tag, tag of price, barcode, photo board etc. Then garments are fold according to the buyer's instruction. After folding, as per buyer desire, garments are packed into poly in here. In this stage, finishing department collect packing list from concern merchandiser for cartooning. After cartooning according to list of packing finishing department give information about it to concern merchandising team. Color and size wise assorting system are strictly follow before cartooning. After performing all the above processes perfectly, then concern merchandiser arrange pre-final inspection and final inspection on garments. After completing all finishing process of the garments, top management of the factory, concern merchandiser, manager of production, Quality controller, and head of finishing and representatives of buyers are involve to carry out final inspection for shipment.

Chapter 3

Critical assessment of Internship work

3.1 Application of Generic and Industry specific courses during internship

At the time of my academic class in PGD-KIM program, I have learned about generic and industrial courses. Those generic and industrial courses helped me in case of understanding my workplace very closely.

When I learnt about HR related works then, HR skills and Competencies (Course code: KIM 101) helps me to know about the policy making of a company. It helps me to learn about the recruitment and hiring procedure. It also helps me to understand about the human relationship of an office between the employees. From this course I learnt about training and motivational program which helps me to arrange a training program and to present some motivational speech to the new employee. Now I can recruit new employee and give training to new employee.

When I learn about the relations between profit and loss, Cost and benefit analysis, statistical analysis, computing skills in advanced then, our theoretical subject “Analytical skills and competencies (Course code: KIM 102)” helps me in my current workplace. When I try to get conformation for new order from the buyer this skills helps me to calculate the margin of profit then it helps me to take effective decision. By developed my computing skills now I can work fast than previously.

An effective communication plays an important role to become success in case of business. “Communication Skills (Course Code KIM-103)” course help me greater than the other subject from which I have learnt by this program. Previously my non-verbal communication with others was very poor in case of communication with others, but after completing this course I have learnt about some technique about non-verbal communication and at present I am getting the result. Now I have learnt how to pay attention of the audience, and get judgement from them. At the times of attending on meeting with buyers I am able to submit my work-study of that specific article, which helps me to achieve the goals of business. Through e-mail, at the time of communicating with the buyer, I am able to apply the formalities and proper salutation right now and it makes me confident to pay attention of the buyer and make them pleased. Right now I am perfect to create some basic writing as well as business related writing and I am self-confident that I can represent myself in case of interview of new job.

When I work in the industry, I have try to know about how to manage the business, the main purpose of the RMG industry, the strategies of legal business, how to sustain a business, then “Business Operation skills (course code-KIM 104)” helps me for better performing in my work place. Now I have enough knowledge about supply chain management which related in production and delivering that products, which helps to fulfill the customer expectation.

When I know about the basic knowledge of the garments industry, the beginning history of the garments industry, present going situation of the garments industry, previously and in future upcoming trades then, “Introduction to Garments Industry (course code-KIM 201)” helps me to know about that topics.

When I have known about the procedure of working process in a garments industry and also know about the advantages and disadvantages of different types of process, such as single piece production process, system of straight line production, production by group system then, “Industrial Engineering (Course Code KIM-202)” helps me very much. It also helps me to know about the costing system for new item, motion analysis procedure, balancing procedure and also the whole production procedure.

At the time of learning about fashion industry, market analysis, sampling for different buyer and general garments costing then, “Production Management and Merchandising (Course Code-KIM 203)” helps me to gather real experience. It also helps me to know about the full process of receiving an order and shipment of that order.

3.2 Suggestion for industry improvement

During my internship period I have find some development area and lacking in our factory. If we try to remove these lacking and develop these area then our factory will improve quickly. To remove these lacking and develop these area, I have some suggestion which are given below.

1. We have to use automation in each and every section for increase production and productivity also reduce manufacturing cost.
2. The employees of all departments working in this company have to be efficient and higher skilled because I have found some less efficient people in this company.

3. During my internship period I have found to arrange many departmental meeting is going on also some time with all departments, in this meeting some employee is sitting without any reason because they are not required for those meeting agenda. Factory should develop this meeting arranging SOP.
4. In each and every department there are too much wastage, so factory should take initiative to reduce this kinds of wastage for achieving maximum margin of profit.
5. The company should include the ERP system facility, so that they can find all the task and information in at 1 frame by using this system and that will help the employee to minimize their work load.
6. Should decrease the excess working hour time.
7. For the employee of this company there is no provident fund facility. They should take initiative for provident fund facility, so that the employees can feel secure their respective job for future use.
8. To develop the employees of the company as more productive and skilled, the factory should arrange regular basis proper training.

Department wise proposed improving or developing areas are given below:

Department Name	Proposed Improving or Developing Area
HR, Admin & Compliance department	Organize the department, Evaluation the performance of every department.
Knitting & Finishing Section	Ensure floor discipline, Machine & tool's life time longevity increase, Set standard for operating procedure, Reduce unnecessary motion, Reduce wastage and defects.
Product development department.	Ensure floor discipline, Reduce wastage, Set standard for operating procedure, Reduce unnecessary motion
Industrial Engineering department.	Process development, Wastage Reduction, Set standard for operating procedure, Cost minimization, Accept and overcome new challenge, Productivity and efficiency improvement.

Merchandising & Marketing department.	Current procedure and future Plan for achieving target, Set standard for operating procedure, Cost minimization, Accept and overcome new challenge.
Production Planning & Controlling department.	Current procedure and future Plan for achieving target, Set standard for operating procedure, Lead time reduction.
Quality Assurance department.	Set standard for operating procedure, Product identification by using tracking system, Improve product quality, Reduce wastage, Reduce unnecessary motion.

Table: 04

3.3 Learning for self-improvement

In my internship period, I was reflective to my task. As an Industrial Engineer, I took the opportunity of working with various departments. During internship I always try to show positive attitude with the others. During work time the decision that taken by the boss or leader of the team, the sub ordinate don't like this easily because they think that Industrial Engineer is responsible for all of the taken decision. But it is true that Industrial Engineer is not responsible in charge of making decision that always taken. But at present maximum time I am able to understand the present situation and able to handle these situation effectively through communication and advise proper guideline.

There is another problem that I found during my internship in the industry is harassment of sexual topics. This industries has 2 large swing production floor with important man power in various position and sometimes workers working times are become higher than regular time due to on time shipment. That's why booth men and women worker especially women can face sexual harassment at work place or at the time of returning home. Thinking about next procedure or occurrence female worker are not interested to complain about this harassment to the higher authority.

Maximum employees of the company thought that HR department is only responsible for the company development and to make happy of the top management's. But the actual scenario is so different to the thought. At the time of training program on various topics, production people have no interest to attend on the training because they only thought that training is the wastage

of time, that's means loss of production. They have no idea and clear concept about of HR function and their activities.

This course provides me the opportunity of building up my textile working career by improving myself through following the respective trainer guideline. I developed my working quality as I wanted and also completing my daily responsibility on proper time. In my workplace when problem arises then I can take it as challenges and work hard to find out the main reason behind the problem and solve this problem. I am feeling that my negative attitude is changing to positive attitude after day to day. After becoming successful of this challenges my present efficiency label is also higher than before.

At present I properly maintain my boss's instruction and company rules without feeling any hesitation, and try to co-operate with my colleague and with other staffs and also with workers. After completing my daily responsibility I report to my superior at the best possible way. Now my superior and all the team member of my company is fully satisfied with my works.

Chapter 4

Conclusion

Marma Composite Ltd. is one of the best 100% export oriented knit garments industry in Bangladesh. It is also a developing industry. The Industrial Engineering department of this company plays the vital role of this company that helps the company to develop their garments business. During internship in this workplace I found many difficulty and challenges but these are overcoming regularly. After the completion of this internship I observed myself more confident than before and efficient now. Now it's my confident that I will be able to run garments industry efficiently, also it helps me to achieve creativity and variation in leaders of the future in garments through development of skills. My thinking label and my analytical ability is already developed by completing this program.

I hope and wish Marma composite Ltd. will be one of the best export oriented RMG garments company in the next few years.

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