

CURRICULUM FOR
Quality Control in Garments
6-Months

Code: VF51S006

Curriculum for Quality Control in garments

Name of course: Quality Control in garment

Overall objectives of course: To develop better professionalism

Competencies gained after completion of course: To demonstrate better skills and synthesize knowledge for better professionalism.

Job opportunities available immediately and in future: Quality supervisor
Quality In-charge
Quality Manager

Trainee entry level: F A

Minimum qualification of trainer: Graduation with minimum 3 years industry experience

Medium of instruction: English/Urdu

Sequence of modules: As followed

Time frame of assessment: 6 months

Overview of Modules

S. No	Modules	Theory Hours	Practical Hours	Total Hours
1.	Apply Quality Assurance Principles	54	81	135
2.	Apply Quality Control Tools	49	75	124
3.	Audit Systems	46	69	115
4.	Methods	32	48	80
5.	Manage Process	63	94	157
6.	Develop Professionalism	23	34	57
7.	Apply Codes and Standards	31	47	78
8.	Communicate with Others	21	33	54
Total Hours		319	481	800

Note: Theory (40%), Practical (60%)

		After completion of this learning unit student will develop the ability of planning organizing and reviewing of planning design.			
A ₃ Prepare Check list	Completion of this task will develop understanding of the importance of observational studies and check points regarding quality assurance plan.	<p><u>Knowledge</u></p> <p>After completion of this task will import the knowledge to pupils:-</p> <ul style="list-style-type: none"> • Importance of observational studies and check list. • Importance of compliance of products with the check list • Principles of making check list. • Develop concept of check points categories regarding. <ul style="list-style-type: none"> • a. specifications • b. Defects. • c. On site tests <p><u>Ability</u></p> <p>After completion this task the pupil will develop the ability to construct a check list regarding mentioned calories.</p> <ul style="list-style-type: none"> • maintaining the standards of products with the developed check list. • A structured activity should be planned to develop specifications. And construct a check list. 	T:6 P:14	<ul style="list-style-type: none"> • White Board • Marker • Paper+D7 • Any Garment • Measuring Tape 	Class Room Work Place
A ₄ Apply preventive (Pro-active Approach) and corrective actions (Reactive Approach)	Completion of this unit will develop understanding of the importance of following preventive (Pro-active Approach) and corrective actions (Reactive Approach) at different organizational areas of garment manufacturing.	<p><u>Knowledge</u></p> <p>After completion of this task will develop following knowledge in the pupils:-</p> <ul style="list-style-type: none"> • Importance of applying preventive (Pro-active Approach) and corrective actions (Reactive Approach) in planning of quality assurance system.. • Importance of preventive (Pro-active Approach) and corrective actions (Reactive Approach) to be applied at different organizational areas of garment manufacturing. 	T:6 P:11	<ul style="list-style-type: none"> • White Board • Marker • Paper • Any Garment • Measuring Tape 	Class Room. Work Place

		<p><u>Ability</u> After completion this task will develop the following ability in the pupil</p> <ul style="list-style-type: none"> • Identify and apply preventive (Pro-Active Approach) and corrective actions (Reactive Approach) at different areas of garment manufacturing i.e. Design and sketching, Pattern design, Sample making, production pattern, Marker making, Spreading, cutting, sewing/assembling, Pressing / finishing 			
A ₅ Track non-conformance	Completion of this task will develop understanding about the quality in process inspection and cost of quality in apparel sector.	<p><u>Knowledge</u> completion of this unit will impart following knowledge in the pupils:-</p> <ul style="list-style-type: none"> • Importance of in-process quality inspection and testing. • significance of product identification with the established standards. • Cost of conformance • Cost of non-conformance. <p><u>Ability</u> After completion this unit will develop the following ability in the pupil</p> <ul style="list-style-type: none"> • Ability to conduct in process inspection. • Tracking non-conformance during in-process product identification with the established standards. • Ability to redress any non-conformance cited. 	T:9 P:3	<ul style="list-style-type: none"> • White Board • Marker • Paper 	Class Room. Work Place
A ₆ Fixation of short comings	Completion of this task will develop understanding of fixation importance Citing, and remedial of short coming in the quality control system of garments.	<p><u>Knowledge</u> completion of this unit will impart following knowledge in the pupils:-</p> <ul style="list-style-type: none"> • Importance of fixation of short comings. • Citing of quality related problems and short coming at different stages of garment manufacture • Remedial methods of controlling short coming. 	T:6 P:12	<ul style="list-style-type: none"> • White Board • Marker • Paper 	Class Room. Work Place

		<p><u>Ability</u> Completion of this unit will help to develop the ability to cite short coming at the different stages and practical application of controlling short comings.</p>	15 hours (Pr)		
A ₆ (a) Quality Audits	Completion of this task will develop understanding of the concepts and advantages of quality Audits.	<p><u>Knowledge</u> completion of this unit will impart following knowledge in the pupils:-</p> <ul style="list-style-type: none"> • Importance of quality auditing. • Role of quality auditor. • Tasks of an auditor like. <ol style="list-style-type: none"> a. Selection and timing of audits. b. Compliance with standard. c. Audit planning. d. Audit execution. e. Audit Reporting. f. Audit follow-up. <p><u>Ability</u> Completion of this unit will develop competence in performing audit and execution of the process of auditing.</p>	T:8 P:10	<ul style="list-style-type: none"> • White Board • Marker • Paper • Any Garment • Measuring Tape 	Class Room. Work Place
A ₇ Writing and drafting of Quality assurance manuals.	Completion of this task will develop understanding of objectives, principles and main features of keeping a quality assurance manual.	<p><u>Knowledge</u> completion of this unit will impart following knowledge:-</p> <ul style="list-style-type: none"> • Objective and principles of drafting quality assurance manual. • Role of quality assurance manual in meeting the objective of the company. • Features or elements that the quality assurance manual must contain. <p><u>Ability</u> Completion of this unit will help to develop the ability to write and draft a quality assurance manual</p> <ul style="list-style-type: none"> • to use manual as tool for achieving established objectives 	T:5 P:12	<ul style="list-style-type: none"> • White Board • Marker • Paper • Specimen quality assurance manuals. 	Class Room Work place

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MODULE 2: Apply quality control tools

OBJECTIVE OF THE MODULE: To demonstrate evidence of skill and knowledge about application of quality control tools to meet the final objectives.

DURATION: 21 hrs

LEARNING UNIT	LEARNING OUTCOMES	LEARNING ELEMENTS	DURATION contact hours Theory & Practical	MATERIALS REQUIRED	LEARNING PLACE
B ₁ Introduction of Quality Control Tools and their usage	Completion of this unit will develop understanding of causes and effects of quality control tools in reference to total quality control system.	<p><u>Knowledge</u> Completion of this task will help develop the understanding of. knowledge:-</p> <ul style="list-style-type: none"> • Citing of quality control tools i.e. inspection, check list, control charts, statistical sampling and flow charting. • Analysis of the effects of applying quality control tools in quality control system. <p><u>Ability</u> Completion of this unit will help develop the ability to partially apply the quality control tools and visualize on the spot the effects of applying quality control tools in the quality control system of garments.</p>	T:8 P:13	<ul style="list-style-type: none"> • White Board • Marker • Paper • Specimen of Quality Control Tools 	Class Room Work place
B ₂ Use statistical process control	Completion of this unit will develop understanding about the application of statistical process tools at various stages of garment manufacture.	<p><u>Knowledge</u> Completion of this unit will help to impart following knowledge of:-</p> <ul style="list-style-type: none"> • Concept development of statistical process. • Role of SPC in quality management. • Citation of statistical process control tools. <u>Ability</u> Completion of this unit will help to develop the skill of applying statically process tools at various stages of garment manufacture. • Practically visualize the use of statistical process control tools. at work place. 	T:8 P:12	<ul style="list-style-type: none"> • White Board • Marker • Paper 	Class Room Work place
B ₃ Prepare and implement inspection test plan	Completion of this unit will help to develop understanding and implementation of inspection test plans at different stages of garment manufacture.	<p><u>Knowledge</u> Completion of this unit will help to develop understanding of following knowledge:-</p> <ul style="list-style-type: none"> • Significance and principles of inspection test plans. • Stages of inspection test plans. <p>a. First Article Inspection (FAI). b. During Production Inspection (DPI)</p>	T:9 P:13	<ul style="list-style-type: none"> • White Board • Marker • Paper • Any Garment • Measuring Tape 	Class Room Work place

		<p>c. Pre-shipment Inspection (PSI)</p> <p><u>Ability</u></p> <p>Completion of this task will help to develop the ability to maneuver the test plans properly and achieve objectives.</p> <ul style="list-style-type: none"> • Demonstrate practically inspection test plans at work place and observe their impact. 			
B ₄ Prepare manufacturing inspection test plan.	Completion of this unit will help develop understanding of manufacturing. Process and inspection test plans	<p><u>Knowledge</u></p> <p>Completion of this unit will develop understanding of following knowledge:-</p> <ul style="list-style-type: none"> • Importance of in process inspection test Plans during manufacturing process. • Identify the different stages of manufacturing process. • Significance of in process inspection test plan in quality control plan. • Cost cutting concept. <p><u>Ability to</u></p> <p>Completion this unit will help develop the ability to practically implement inspection test plans and visualize their impact in controlling the quality of garment at original location.</p>	T:8 P:12	<ul style="list-style-type: none"> • White Board • Marker • Paper • Any Garment • Measuring Tape 	Class Room Work place
B ₅ Control utilization equipment.	Completion of this unit will help understanding of the proper usage of utilization equipment and gadgets.	<p><u>Knowledge</u></p> <p>Completion of this unit will help develop understanding the following knowledge:-</p> <ul style="list-style-type: none"> • Type of utilization equipment and gadgets in garment industry. • Advantages of proper usage of utilization equipment and gadgets to avoid risk factors and accident factor. • Training demonstration should be arranged at the work place about achieving control while using utilization equipment. • Training demonstration should be arranged at the 	T:8 P:13	<ul style="list-style-type: none"> • White Board • Marker • Paper • Safety Tools 	Class Room Work Place

		<p>work place for controlling some common hazards in the use of utilization equipment.</p> <p><u>Ability</u> Completion of this unit will develop the following ability.</p> <ul style="list-style-type: none"> • Students will be able to avoid risks and accident factors while using utilization equipment. 			
B ₆ Decision according to outcomes.	Completion of this unit will help develop understanding of decision making process and its impact on implementation quality plans.	<p><u>Knowledge</u> Completion of this unit will help develop understanding of the following knowledge:-</p> <ul style="list-style-type: none"> • Impact of decision making in the implementation of quality plans. • Understanding of decision making process i.e. <ul style="list-style-type: none"> a. Define the problems b. Identify limiting factor. c. Develop potential alternative. d. Analyze the alternative. e. Select the best alternative. f. Implement the decision. g. Establish the evaluation system <p><u>Ability</u> Completion of this unit will develop the following ability.</p> <ul style="list-style-type: none"> • Visualize and see the impact of right decision on quality control of garment. 	T:8 P:12	<ul style="list-style-type: none"> • White Board • Marker • Paper 	Class Room Work Place

MODULE 3: Audit systems

OBJECTIVE OF THE MODULE: To demonstrate evidence of skill and knowledge about preparing and conducting quality audits.

DURATION: 19 hrs

LEARNING UNIT	LEARNING OUTCOMES	LEARNING ELEMENTS	DURATION	MATERIALS REQUIRED	LEARNING PLACE
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<p>C₃ Conduct inspection.</p>	<p>This unit covers the demonstration of competence and evidence of skills and knowledge to conduct inspection to ensure quality assurance.</p>	<p><u>Knowledge</u> This unit covers the knowledge of:-</p> <ul style="list-style-type: none"> • Importance and advantages of inspections in reducing the quality risk and cost. • Principles of conducting inspections i.e. <ul style="list-style-type: none"> a. Inspection. b. Detections of defects. c. Feed back of these defects to appropriate personal. d. Determination of causes of defects. e. Correction of defects. <p><u>Ability</u> To conduct inspection</p> <ul style="list-style-type: none"> • To follow inspection system. • To handle defects properly at proper time. • To reduce quality risk and cost. • To plan an activity to visualize and practically involve in conducting inspection at various stages of garment manufacturing at work place. 	<p>T:9 P:13</p>	<ul style="list-style-type: none"> • White Board • Marker • Paper • Any Garment • Measuring Tape • Documents • Stationary 	<p>Class Room. Work Place</p>
<p>C₄ Conduct vendor surveillance.</p>	<p>This unit covers the skill and knowledge required to procure quality and fairness in dealing with vendors.</p>	<p><u>Knowledge</u> This unit cover the knowledge of:-</p> <ul style="list-style-type: none"> • Ways of building relations with vendors for building effective partnership. • Updated market knowledge to ensure the best price, delivery and payment terms and conditions . • Principles of preparing comparative analyses of the received quotations. • Ways of recording business reports. • Ways of making calculation and computations. • • Knowledge of computer and internet access. <p><u>Ability</u> To communicate and negotiate.</p> <ul style="list-style-type: none"> • To prepare comparative analysis of the received quotations • To record and document business reports. 	<p>T:8 P:11</p>	<ul style="list-style-type: none"> • White Board • Marker • Paper • Computer System 	<p>Class Room Work place</p>

		<ul style="list-style-type: none"> • To use computer and browses internet to get access to local as well as international vendors • To make calculations and computations. 			
C ₅ Audit Process	This unit covers the knowledge and skill required of following audit process in a disciplined sequence.	<u>Knowledge</u> This unit cover the knowledge of :- <ul style="list-style-type: none"> • Significances of following audit process for effectiveness of quality plans. • Identification of the steps of audit process . a. Planning. b. Preliminary review . c. Field work (if required). d. Audit report. e. Audit follow-up. <u>Ability</u> To follow audit process. <ul style="list-style-type: none"> • To reduce time and cost risks. 	T:6 P:12	<ul style="list-style-type: none"> • White Board • Marker • Stationery 	Class Room Work place
C ₆ Audit Product.	This unit covers the skill and knowledge of Audit Product and their importance to buyers, suppliers or manufacture	<u>Knowledge</u> This unit covers the knowledge of :- <ul style="list-style-type: none"> • Purpose of Audit Products. • Product audit criteria. • Importance and advantages of standardized Audit Products to:- a. Buyers. b. Supplier or Manufacturer. <u>Ability</u> <ul style="list-style-type: none"> •Recognize the importance of Audit Products. •Limit the time and cost risk level. 	T:8 P:9	<ul style="list-style-type: none"> • White Board • Marker • Paper • Any Garment • Measuring Tape 	Class Room Work place Lab

CURRICULUM CONTENTS

MODULE 4: Methods

OBJECTIVE OF THE MODULE: To develop competence, evidence of skill and knowledge in the area of Inspection System.

DURATION: 19 hrs

LEARNING UNIT	LEARNING OUTCOMES	LEARNING ELEMENTS	DURATION contact hours Theory & Practical	MATERIALS REQUIRED	LEARNING PLACE
D ₁ Identify quality inspection system according to product.	This unit deals with identification and selection of inspection system according to products nature and type.	<p><u>Knowledge</u> This unit deals with knowledge of :-</p> <ul style="list-style-type: none"> • Importance and advantages of quality inspection system. • Highlight the significance of in process inspection system. • Selecting the type of quality inspection system according to type and nature of product i.e., <ol style="list-style-type: none"> a. Pre-production Inspection. b. Initial Production Inspection. c. During Production Inspection. d. final random Inspection. <p><u>Ability</u> To identify types of inspection system.</p> <ul style="list-style-type: none"> • To select the type of inspection system according to fabric type and nature. • To classify garment defects. • To take the right action. 	T:8 P:11	<ul style="list-style-type: none"> • white Board • Marker • Stationery • Sample swatches of various fabrics 	Class Room Work place
D ₂ Apply quality system.	This unit deals with the skill and knowledge of applying quality systems while carrying Inspection system.	<p><u>Knowledge</u> This unit deals with the knowledge of :-</p> <ul style="list-style-type: none"> • Importance and objective of applying standardized quality system. • Requirements of quality system i.e, <ol style="list-style-type: none"> a. Plan b. DO. c. Check d. Act. • Establishing quality standard and requirement at various stages of inspection and quality control i.e. 	T:8 P:11	<ul style="list-style-type: none"> • White Board • Marker • Paper 	Class Room Work place

		<p>c. Recommended practice.</p> <p>d. Remedying the defect through re-assessment.</p> <p>e. Corrective action (Pro-active Approach) to prevent any future such occurrences.</p> <p><u>Ability</u></p> <ul style="list-style-type: none">• To identify the defects in the products.• To evaluate their impact on final products.• To follow corrective remedial actions to minimize the damage.			
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MODULE 5: Manage processes

OBJECTIVE OF THE MODULE: To develop competence, knowledge and skill of managerial activities

DURATION: 20 hours

LEARNING UNIT	LEARNING OUTCOMES	LEARNING ELEMENTS	DURATION contact hours Theory & Practical	MATERIALS REQUIRED	LEARNING PLACE
E ₁ Define Process.	This unit covers the knowledge of the managerial qualities required for the successful completion of quality assurance plan.	<p><u>Knowledge</u> This unit covers the knowledge related to:-</p> <ul style="list-style-type: none"> • Defining management and its functions. • Process of management i.e. <ol style="list-style-type: none"> a. Planning. b. Organizing. c. Influencing. d. Controlling. • Steps of process management. <ol style="list-style-type: none"> a. Defining a process. b. Establishing responsibilities. c. Evaluate process performance. d. Identify opportunities for improvement. <p><u>Ability</u></p> <ul style="list-style-type: none"> • To manage the projects with precision. • To plan and organize to face the problems. • To establish responsibilities and own the consequences • To evaluate personal process performance. • To create opportunities for future development 	T:7 P:13	<ul style="list-style-type: none"> • White Board • Marker • Required Stationery 	Class Room workplace
E ₂ Correct Flow Charts	This unit covers the knowledge and skill of making and following correct flow charts to	<p><u>Knowledge</u> Knowledge of this unit will furnish:-</p> <ul style="list-style-type: none"> • Importance and significance of correct flow charts in the manage process. 	T:8 P:11	<ul style="list-style-type: none"> • White Board • Marker • Required Stationery 	Class Room workplace

	perform the task in more organized and logical sequence.	<ul style="list-style-type: none"> • Development of process flow charts of manufacturing process. <u>Ability</u> <ul style="list-style-type: none"> • to develop a flow chart of standard operating procedure in sequence of operations. • To do work in a more systematic way with attention to detail. • To work in a more organized and logical way. • To plan practical exercises to visualize and experience to perform task after developing a flow chart and evaluate. 		<ul style="list-style-type: none"> • Specimen of Flowcharts 	
E ₃ Predict the cost effectiveness of process	This unit covers the knowledge and skill about the quality , cost of the manage process and source recommendations for keeping effectiveness of cost.	<u>Knowledge</u> This unit covers the knowledge:- <ul style="list-style-type: none"> • Prediction of the cost of quality i.e., a. The nature of quality costs. b. The attack on costs. c. Setting standards of costs. d. Ascertaining quality costs. e. Reporting costs. f. Recommendations for keeping effectiveness of cost <u>Ability</u> <ul style="list-style-type: none"> • Predict the cost effectiveness of the manage process. • Remove the elements which attach cost effectiveness. • Ascertain cost effectiveness of the manage process. • Develop recommendations for future manage processes. 	T:9 P:11	<ul style="list-style-type: none"> • White Board • Marker • Paper 	Class Room workplace
E ₄ E ₅ Define bench marks and apply principle	This unit covers the important aspect of bench marking in the manage process and apply principles to undo any in correct performance.	<u>Knowledge</u> This unit covers the knowledge of:- <ul style="list-style-type: none"> • Defining bench marking. • Purposes and advantages of bench marking. • Follow bench marking process. <u>Ability to</u> <ul style="list-style-type: none"> • What to bench mark 	T:15 P:26	<ul style="list-style-type: none"> • White Board • Marker • Required Stationery 	Class Room Workplace

		<ul style="list-style-type: none"> • Understand correct performance. • Plan to undo bench marks. • Study others performance. • Collect data and use findings for present and future development of manage process. • Practically involve in an activity to cite bench marks in the manage process and evaluate individuals performance. 			
E ₆ Plan to check and accept	This unit covers the knowledge of collecting possessing and analyzing the collected data accepting the result out comes	<u>Knowledge</u> This unit covers the knowledge of:- <ul style="list-style-type: none"> • Determining the criteria of data collection. • Processing data and analyzing • Collecting individual and general reports. • Develop results and suggestion for selected areas in quality control plan. • Acceptance of results and remedial measures for future development. <u>Ability to</u> <ul style="list-style-type: none"> • Plan how to collect data. • Plan to process data. • Plan how to analyze data. • Plan individual and general presentations of reports. • Plan how to develop results. • Accept the outcomes and plan remedial measures for future development. 	T:7 P:12	<ul style="list-style-type: none"> • White Board • Marker • Required Stationery 	Class Room workplace
E ₇ Critical analysis of quality process E ₈ Evaluate cost effectiveness and efficiency of quality process	This unit covers the emphasizes the importance of critical analysis of quality process in order to achieve targets in inputs and output.	<u>Knowledge</u> This unit covers the knowledge of:- <ul style="list-style-type: none"> • Describing quality process. • Fundamental principles of analyzing quality process of garment. • Critical analysis of input and output specifications. • Use of quality process as development tool. <u>Ability to</u> <ul style="list-style-type: none"> • Perform critical analysis of quality process. • Follow input and output specifications. 	T:17 P:21	<ul style="list-style-type: none"> • White Board • Marker • required stationery 	Class Room workplace

		<ul style="list-style-type: none"> • Critically analyze input and output specifications. • Critical analysis on input and output specifications on the behalf of cost effectiveness and efficiency 			
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MODULE 6: Develop professionalism

OBJECTIVE OF THE MODULE: To demonstrate updated knowledge and better communication skills as a tool to develop professionalism

DURATION: 18 hours

LEARNING UNIT	LEARNING OUTCOMES	LEARNING ELEMENTS	DURATION contact hours Theory & Practical	MATERIALS REQUIRED	LEARNING PLACE
F ₁ Participate in training	This unit covers the knowledge of ways of updating knowledge through training program.	<u>Knowledge</u> This unit cover the knowledge of :- <ul style="list-style-type: none"> • Importance and advantages of training program. • Types of training. <ol style="list-style-type: none"> a. On job training. b. Off job training. c. Industrial visits • Important features of types of training. <u>Ability to</u> To participate in training programs. <ul style="list-style-type: none"> • To synthesize knowledge practically. • To update knowledge • To develop opportunities for further promotion • To develop opportunities to have inter professional discussions with trainees from other enterprises. 	T:7 P:11	<ul style="list-style-type: none"> • White Board • Marker • Required Stationery 	Class Room workplace
F ₂	This unit covers the	<u>Knowledge</u>		<ul style="list-style-type: none"> • White Board 	Class Room

MODULE 7: Apply code and standards.

OBJECTIVE OF THE MODULE: To develop competence, knowledge and skills to recognize and conform to international standards of quality control.

DURATION: 20 hours

LEARNING UNIT	LEARNING OUTCOMES	LEARNING ELEMENTS	DURATION contact hours Theory & Practical	MATERIALS REQUIRED	LEARNING PLACE
G ₁ Meet international standards	This unit meet the knowledge of international standards of quality control and conform with their establish standards.	<p><u>Knowledge</u> This unit cover the knowledge of</p> <ul style="list-style-type: none"> • Defining international standards.. • Identification of international standards in quality control of garments like AATC, ASTN, ISO and AQL etc. • Significance of participating in international standards. • Significance of meeting international standards. • Types of standards i.e., <ol style="list-style-type: none"> a. Performance specification standards. b. Perspective specification standards. c. Design specification standards. d. Management specification standards. <p><u>Ability</u> To identify .international standards.</p> <ul style="list-style-type: none"> • To Recognize the importance of international standards. • To willingly participate in international standards. • To conform local products to international standards. • To compete in international market • A practice exercise should held to compare products with established international standards and formulate a report. 	T:8 P:12	<ul style="list-style-type: none"> • white Board • Marker • Required stationery 	Class Room Work place
G ₂	This unit covers the	<u>Knowledge of</u>		<ul style="list-style-type: none"> • White board 	Class Room

Develop Polices and Procedure.	knowledge of skills of developing policies and procedures to meet and compete in local and international market.	<p>This unit covers with the knowledge of:-</p> <ul style="list-style-type: none"> • Define policies and procedures • Purpose of developing policies and procedures. • Characteristic of good polices. • Characteristic of good procedures. • Stages of formulating policies and procedures. •Role of formulating positive policies and procedures on final outcomes •Role of policies and procedures in planning system. <p><u>Ability to</u> To develop policies and procedures.</p> <ul style="list-style-type: none"> • To recognize importance of developing policies and procedures • To identify stages of developing policies and procedures i.e., <ul style="list-style-type: none"> a. Identification of needs b. Identify who will take lead responsibility. c. Gather information d. Draft policy. e. Consultation with appropriate stake holders. f. Finalize / approve policy g. Consider whether procedures are required. h. Implement. i. Monitor / review / revise 	T:8 P:11	<ul style="list-style-type: none"> • Marker • Paper 	Work place
G ₃ Conduct contractual Audit	This unit covers and emphasizes the importance of conducting external audits to have unbiased audit report resulting in future development	<p><u>Knowledge</u> This unit covers with the knowledge of</p> <ul style="list-style-type: none"> • Type of Auditing procedure. • Importance of conducting audits • Importance of conducting international audits. • Benefits of external audit. • Role of external audits un improving quality control system. • Responsibilities of external Auditor. • External auditing principles <p><u>Ability</u></p> <ul style="list-style-type: none"> • To conduct external audit. • To adhere to established standards. 	T:8 P:11	<ul style="list-style-type: none"> • White Board • Marker • Required stationery 	Class Room Work place

		<ul style="list-style-type: none"> • To accept the final unbiased out comes. • To improve for having better remarks from external auditor. • To Improve in performance for future quality plans. 			
G ₄ Ensure quality standards.	This unit covers the knowledge of ensuring quality standards at various stages of garment manufacture.	<u>Knowledge</u> This unit covers with the knowledge of:- <ul style="list-style-type: none"> • Defining quality standards. • Purpose of observance of quality standards. • Importance of ensuring quality standards important to quality control. • Importance of compliance in quality standards • Impact of compliance to quality standards or final out comes. • Economic aspects of ensuring quality standards. <u>Ability</u> <ul style="list-style-type: none"> • To recognize the importance of quality standards in quality control plan. • recognize the importance of compliance to quality standards. • To conform to the established quality standards. • To synthesize the acquired knowledge to practice. 	T:7 P:13	<ul style="list-style-type: none"> • White Board • Marker • Required stationery 	Class Room Work place

MODULE 8: Communicate with others

OBJECTIVE OF THE MODULE: To develop better communication skill among workers in order to improve their efficiency skills and develop healthy workable relationship among workers.

DURATION: 18 hours

LEARNING UNIT	LEARNING OUTCOMES	LEARNING ELEMENTS	DURATION contact hours Theory & Practical	MATERIALS REQUIRED	LEARNING PLACE
H ₁ Communicate with co-workers	This unit covers the knowledge to emphasize the importance of developing positive communication skills among co- workers.	<p><u>Knowledge</u> This unit deals with knowledge of :-</p> <ul style="list-style-type: none"> • Defining communication skills. • Importance of developing positive communication skills among co-workers. • Impact of effective communication skills on work place environment. • Impact of effective communication with co-workers on individual performance. • Impact of effective communication among co-workers on better understanding of quality plan. <p><u>Ability to</u></p> <ul style="list-style-type: none"> • To develop trust worthy professional communication skills among co-workers. • To understand the importance of developing positive communication with co-workers. • To understand and recognize the importance of developing inter professional communication skills among co-workers. • To foresee its impact on final outcomes of the quality assurance plan. 	T:7 P:11	<ul style="list-style-type: none"> • white Board • Marker • stationery 	Class Room Work place

<p>H₂ Communicate with customers.</p>	<p>This unit covers the knowledge to emphasize the importance of developing positive communication skills with customers</p>	<p><u>Knowledge</u> This unit covers with the knowledge of</p> <ul style="list-style-type: none"> • Importance of customers to the manufacturer. • Importance of developing good communication skills with customers. • Impact of it on mutual dealings. • Purpose of developing good communication skills with customers. • Suggestions and tips for communication skills with customers. <p><u>Ability to</u></p> <ul style="list-style-type: none"> • To recognize the importance communication skills with customers. • To recognize the importance of the customers to the manufacturer. • To recognize the importance of communication skills with customers in promotion of business. • To learn communication skills to improve communication with customers 	<p>T:7 P:11</p>	<ul style="list-style-type: none"> • White Board • Marker • Paper 	<p>Class Room workplace</p>
<p>H₃ Communication with juniors</p>	<p>This unit covers the knowledge of emphasizing the importance of developing good communication inter-relationship with juniors and its impact on work place environment.</p>	<p><u>Knowledge of</u> This unit covers the knowledge of:-</p> <ul style="list-style-type: none"> • Concept of communication skills. • Importance of inter-professional communication skills. • Importance of inter-professional communication skills with juniors • Important features of communication at workplace. • Positive indicators of effective communication practices with juniors. • Impact of good communication on final out comes of the quality plan <p><u>Ability to</u></p> <ul style="list-style-type: none"> • To recognize the importance of communications with juniors. 	<p>T:7 P:11</p>	<p>White Board Marker Required stationery</p>	<p>Class Room workplace</p>

		<ul style="list-style-type: none">• To recognize the importance of inter-professional discussions and communication.• To recognize the role of inter-professional discussion in better understanding of the problems of juniors.• To guide juniors in their problems.• To acknowledge the effects of the juniors.• To recognize the role of inter-professional discussion on success of quality control plan. <p>to appreciate collaborating participants</p>			
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List of Tools, Machinery & Equipment

A

Name of Trade	Quality Control of garment
Duration	6 months

Sr. No.	Name of Item / Equipment/ Tools
1.	white Board
2.	Marker
3.	Eraser
4.	Required stationery
5.	Garments
6.	Fabric Swatches
7.	Measuring Tape

List of Consumable Supplies

Name of Trade	Quality Control of garment
Duration	6 months

Sr. No.	Name of Item / Equipment/ Tools	Quantity
1.	Marker	1 dozen
2.	Eraser	2 dozen
3.	Required Stationery	As required
4.	Garments	As required
5.	Fabric Swatches	As required
6.	Measuring Tapes	As required

ASSESSMENT

MODULE 1

Apply quality Assurance Principles

Learning Unit	Theory Days / hours	Work Place Days / hours	Recommended Formative Assessment	Recommended Methodology	Schedule Dates
A1 Prepare quality plan	6 hrs	12 hrs	Knowledge of better planning abilities	➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A	At the completion of unit
A2 Conduct Design reviews	8 hrs	8 hrs	Develop understanding of reviewing the plan design and making necessary amendments	➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A	At the completion of unit
A3 Prepare Check List	6 hrs	14 hrs	Develop understanding of the importance of observational studies and check points	➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A	At the completion of unit
A4 Apply preventative and corrective action	6 hrs	11 hrs	Familiarize with Proactive Approach	➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A	At the completion of unit
A5 Track non conformance	9 hrs	3 hrs	Understand in process inspection and its role in apparel sector	➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A	At the completion of unit
A6(i) Quality Audits	6 hrs	12 hrs	Understand concepts and advantages of quality audits	➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A	At the completion of unit
A6(ii) fixation of short Comings	8 hrs	10 hrs	Understanding of citing short comings and their remedial ways	➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A	At the completion of unit
A7 Write quality assurance manual	5 hrs	12 hrs	Understand objectives, principles and main features of quality assurance manual	➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A	At the completion of unit
A8 Drafting of quality					At the completion

assurance manual					of unit
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MODULE 2

Apply quality control tools

Learning Unit	Theory Days / hours	Work Place Days / hours	Recommended Formative Assessment	Recommended Methodology	Schedule Dates
B1 Analysis causes and effects	8 hrs	13 hrs	Understand causes and effects of quality control tools in reference to total quality control system	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
B2 Use statistical process control	8 hrs	12 hrs	Understand the application of statistical process tools at various stages of garment manufacturing	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
B3(i) Prepare Inspection tests plan (ii) Implement test plans	9 hrs	13 hrs	Understand the implementation of inspection test plans at various stages of garment manufacture	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
B4 Prepare manufacturing inspection test plans	8 hrs	12 hrs	Understand manufacturing process and planning of inspection test	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
B5 Control utilization equipment	8 hrs	13 hrs	Understand the proper usage of utilization equipment and tools	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
B6 decisions according to outcomes	8 hrs	12 hrs	Understand decision making process and its implementation	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit

MODULE 3

Audit systems

Learning Unit	Theory Days / hours	Work Place Days / hours	Recommended Formative Assessment	Recommended Methodology	Schedule Dates
C1 Prepare the system for audit	8 hrs	11 hrs	Knowing about the responsibilities and duties of auditors and steps of conducting quality audits	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
C2 Follow auditing protocol	7 hrs	13 hrs	Knowing skills to assure a disciplined audit protocol	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
C3 Conduct Inspections	9 hrs	13 hrs	Understand and develop the confidence to conduct inspection to ensure quality assurance	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
C4 Conduct vendor surveillances	8 hrs	11 hrs	Develop skill and knowledge of procuring quality and fairness in dealing with vendors	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
C5 Audit processes	6 hrs	12 hrs	Knowing and developing the skill of following audit process	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
C6 Audit Products	8 hrs	9 hrs	Knowing about audit products and their importance to buyers, suppliers or manufacturers	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit

MODULE 4

Methods

Learning Unit	Theory Days / hours	Work Place Days / hours	Recommended Formative Assessment	Recommended Methodology	Schedule Dates
D1 Identify quality inspection system according to product	8 hrs	11 hrs	Develop skill of selecting inspection system according to product nature and type	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
D2 apply quality system	8 hrs	11 hrs	Knowing the application of quality system while carrying inspections	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
D3 Analysis the out comes	7 hrs	13 hrs	Knowing how to analyze the outcome to ensure quality assurance	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
D4 Corrective action	9 hrs	13 hrs	Understand Proactive Approach to prevent future occurrence of lapses in quality control plan	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit

MODULE 5

Manage Processes

Learning Unit	Theory Days / hours	Work Place Days / hours	Recommended Formative Assessment	Recommended Methodology	Schedule Dates
E1 Define processes	7 hrs	13 hrs	Knowing about the managerial qualities required for quality assurance plan	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
E2 Correct flow charts	8 hrs	11 hrs	Develop the skill of making and following flow charts for more organized logical sequence	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
E3 Predict the cost effectiveness of process	9 hrs	11 hrs	Knowing about the cost and effectiveness of manage process	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
E4 define bench marks	8 hrs	14 hrs	Knowing the importance of bench marking and follow principles to undo any incorrect performance	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
E5 Apply principles	7 hrs	12 hrs			
E6 Plan to check & accept	7 hrs	12 hrs	Knowing to collect the data and accepts its results outcomes	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
E7 Critical analysis of quality process	8 hrs	11 hrs	Knowing the importance of critical analysis of quality process to achieve targets in inputs and outputs	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
E8 Evaluate cost effectiveness and efficiency of quality presses	9 hrs	10 hrs			

MODULE 6

Develop Professionalism

Learning Unit	Theory Days / hours	Work Place Days / hours	Recommended Formative Assessment	Recommended Methodology	Schedule Dates
F1 Participate in training	7 hrs	11 hrs	Knowing the ways of updating knowledge and skills through training program	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
F2 Consult with experts	8 hrs	11 hrs	Knowing the benefits of consulting with expertise for better orientation of latest techniques and methods	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
F3 Interact with colleagues	8 hrs	12 hrs	Knowing of communication skills with colleagues to improve environment of workplace and professional performance	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit

MODULE 7

Apply codes and Standards

Learning Unit	Theory Days / hours	Work Place Days / hours	Recommended Formative Assessment	Recommended Methodology	Schedule Dates
G1 Meet International Standards	8 hrs	12 hrs	Knowing international standards and ways of conforming with the established standards	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
G2 Develop policies and procedures	8 hrs	11 hrs	Knowing the skills of developing policies and procedures in order to compete in local and international market	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A 	At the completion of unit
G3 Conduct External audits to ensure quality standards	8 hrs	11 hrs	Knowing the importance of external audits to have unbiased	<ul style="list-style-type: none"> ➤ Oral Questioning ➤ Demonstration / Practical 	At the completion of unit

			audit reports	➤ Q&A	
G4 ensure quality standards	7 hrs	13 hrs	Knowing and ensuring quality standards at various stages of garment manufacture	➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A	At the completion of unit

MODULE 8

Communicate with others

Learning Unit	Theory Days / hours	Work Place Days / hours	Recommended Formative Assessment	Recommended Methodology	Schedule Dates
H1 Communicate with co-workers	7 hrs	11 hrs	Knowing the importance of developing positive communication skills with co-workers	➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A	At the completion of unit
H2 Communicate with customers	7 hrs	11 hrs	Knowing the importance of developing positive communication skills with customers	➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A	At the completion of unit
H3 Communicate with juniors	7 hrs	11 hrs	Knowing the importance of developing communications skills with juniors	➤ Oral Questioning ➤ Demonstration / Practical ➤ Q&A	At the completion of unit