Specification of Competency Standards
for the Fashion Industry
Unit of Competency

Functional Area - Product Development

Title	Identify and select vendors for sample making
Code	108115L4
Description	Identify and select vendors who are able to make samples according to the requirements set for the fashion product and the organisation. This applies to individuals who are required to select appropriate vendors for sample making.
Level	4
Credit	4
Competency	Performance Requirements 1. Knowledge in the subject area Be able to • understand the organisational policy and procedures in selecting vendors • identify the channels through which potential vendors can be identified • examine the selection criteria for vendors • review the methods of evaluating vendors • specify the requirements and criteria for sample making • understand the purpose of sample making and its relation to bulk production 2. Application and process Be able to • identify the requirements for sample making (e.g. time of delivery, quality) • identify the criteria and organisational policy for selecting a vendor (e.g. from preferred vendor list) • identify the potential vendor(s) from the preferred vendor list or from other channels that have a high chance of meeting the criteria • evaluate the potential vendor(s) (in terms of required facility, quality, etc.) against the sample and/or production requirements (e.g. delivery, cost) • select the vendor that can meet the sample requirements and potentially the requirement for production • negotiate with the selected vendor for details of sample order (e.g. delivery, quantity, quality) 3. Exhibit professionalism Be able to • value integrity to resist bribery, corruption and fraud in the fashion supply chain • have an extensive network of vendors specialising in different types of fashion products
Assessment Criteria	The integrated outcome requirements of this UoC are the abilities to accomplish: • Identification and selection of vendors for sample making based on the sample requirements and organisational criteria.
Remark	