Specification of Competency Standards
for the Fashion Industry
Unit of Competency

Functional Area - Common

Title	Identify and source materials for sample development
Code	108287L4
Description	Identify and source materials based on the material specifications for the making of fashion samples. This applies to individuals who are required to source all types of materials for fashion products.
Level	4
Credit	4
Competency	Performance Requirements 1. Knowledge in the subject area Be able to • examine specifications of different types of materials used for making fashion samples • state the evaluation criteria for making sourcing-related decisions • identify the industry trend and general practice of material supply • outline the material sourcing process for fashion products • understand how to plan the sourcing schedule • describe the documentation required for processing the order and delivery • describe fashion materials by using fashion terminology 2. Application and process Be able to • identify material specification through analysis of given information from a client or designer • identify potential sources of material supply (e.g. country, supplier) • set sourcing criteria for comparing sources of supply (e.g. location, cost, time, quality) • collect information from sources of supply in relation to the sourcing criteria (e.g. country of origin, minimum order quantity, delivery, services) • compare options and offers of potential suppliers against sourcing criteria and select suppliers • place material orders based on the material specifications and sample requirements • prepare documentation for order and delivery • communicate the order details and schedule to related parties • monitor progress of material orders against contractual terms 3. Exhibit professionalism Be able to • proactively collaborate with related parties in completing the sourcing tasks in a timely and effective manner
Assessment Criteria	The integrated outcome requirements of this UoC are the abilities to accomplish: • Development of a sourcing plan for fashion materials based on the given specifications and requirements as well as preparation of a progress report tracking the processing of orders against contractual terms.
Remark	Common UoC across the functional areas: Product Development / Merchandising and Material Procurement