

Specification of Competency Standards
for the Fashion Industry
Unit of Competency

Functional Area - Merchandising & Material Procurement

Title	Monitor production order
Code	110225L4
Range	Monitor progress of the production of fashion products. This applies to individuals who are required to control the process of fashion production so as to meet the schedule and requirements.
Level	4
Credit	3
Competency	<p>Performance Requirements</p> <p>1. Knowledge in the subject area</p> <p style="padding-left: 40px;">Be able to</p> <ul style="list-style-type: none"> • outline the process of fashion production • identify personnel or parties involved in the process of fashion production • identify checkpoints in the process for monitoring purposes • prepare a progress report <p>2. Application and process</p> <p style="padding-left: 40px;">Be able to</p> <ul style="list-style-type: none"> • identify the contractual requirements for production service (e.g. time of delivery, quality, quantity, size and colour assortment, place) and schedule plans (e.g. material delivery schedule, production schedule) • set checkpoints to track the progress of production (e.g. cutting, sewing, packaging) • monitor each checkpoint by collecting and evaluating related information and/or outcomes • organise regular meetings with related parties to update the production status • report the progress by collating outcome data at the checkpoints • identify problems or barriers that would affect the production progress • consult related parties for solutions or making adjustments to the schedule or other requirements <p>3. Exhibit professionalism</p> <p style="padding-left: 40px;">Be able to</p> <ul style="list-style-type: none"> • identify off-track signals that may jeopardise the production process • demonstrate a full understanding of the production process and set checkpoints for monitoring purposes
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to accomplish:</p> <ul style="list-style-type: none"> • Preparation of a progress report for tracking the progress of production against the pre-set schedule and requirements.
Remark	