

Specification of Competency Standards
for the Fashion Industry
Unit of Competency

Functional Area - Laundry Services

Title	Formulate a laundry production plan
Code	110345L5
Range	Formulate a laundry production plan to effectively achieve the output and delivery targets of laundry services within resources and capabilities. This applies to individuals who are required to formulate a laundry production plan for deploying the required resources to effectively achieve the output and delivery targets of laundry services over a specified period.
Level	5
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"> • possess in-depth knowledge of the methods and steps for formulating laundry production plans (e.g. identification of production requirements) • examine the organisational policy in relation to deploying production resources (including existing and new clients) • explain the key contents of a laundry production plan (e.g. client information, quantities, delivery time) • apply appropriate techniques and tools for formulating laundry production plans <p>2. Application and process</p> <p style="padding-left: 40px;">Be able to</p> <ul style="list-style-type: none"> • identify the production requirements as well as the output and delivery targets • analyse the production capacity and flexibility of production units against the production requirements to identify any constraints governing the production plan • identify the production resources required by production units to achieve the production requirements as well as the output and delivery targets • develop a plan to deploy the production resources in the relevant period • estimate the output targets in phases (e.g. per shift, per day) on the basis of production requirements and resources deployment • adjust the production plan when required • communicate the production plan to related parties • set criteria for evaluating the reliability of the laundry production plan <p>3. Exhibit professionalism</p> <p style="padding-left: 40px;">Be able to</p> <ul style="list-style-type: none"> • constantly strive for a balance among workforce stability, cost and efficiency in the production planning • engage key parties in the planning process so as to ensure their commitments to the laundry production plan
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to accomplish:</p> <ul style="list-style-type: none"> • Formulation of a laundry production plan for deploying the required resources to effectively achieve the output and delivery targets of laundry services over a specified period
Remark	