

## Compile written garment assembly instructions in the clothing industry

**Level** 4

**Credits** 22

**Purpose** People credited with this unit standard are able to: layout cut garment components and discuss proposed new sample; compile garment assembly instructions for first stage assembly; compile garment assembly instructions for second stage assembly; compile finishing instructions for garment; compile a written production sequence plan for a complete garment; arrange for the manufacture of the complete garment from cut components, verify garment meets the design specification; and obtain approval for garment and design garment assembly instructions.

**Subfield** Clothing Manufacture

**Domain** Apparel Cutting and Sewing

**Status** Registered

**Status date** 19 June 2009

**Date version published** 19 June 2009

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**Entry information** Recommended: Unit 17818, *Sew collars on garments*; Unit 17819, *Sew pockets in garments*; Unit 17820, *Sew sleeves in garments*; Unit 17821, *Sew zips in garments*; Unit 2751, *Sew a range of different fabrics using an industrial lockstitch sewing machine*; or demonstrate equivalent knowledge and skills.

**Accreditation** Evaluation of documentation and visit by NZQA and industry.

**Standard setting body (SSB)** Competenz

**Accreditation and Moderation Action Plan (AMAP) reference** 0030

This AMAP can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

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### Special notes

- 1 This unit standard is not intended to include assembly instructions for specialist materials such as leather.

- 2 Performance of the elements must comply with the Health and Safety in Employment Act 1992.
- 3 Competence must be demonstrated for at least three different garments.
- |                        |   |  |
|------------------------|---|--|
| Structured outerwear   | – | jacket, coat, trousers.                    |
| Structured underwear   | – | underwire bra, corset.                     |
| Unstructured underwear | – | swimwear, pants, camisoles, slippers.      |
| Costume                | – | historical, theatrical.                    |
| Formal dress garments  | – | evening or wedding.                        |
| Unstructured outerwear | – | pants, shirts, jackets, skirts, dress.     |
| Protective clothing    | – | overalls, rain wear, waterproof outerwear. |
| Safety clothing        | – | wetsuits, buoyancy, jackets.               |
- 4 Competence will be demonstrated by producing written garment assembly instructions along with a completed garment, including the type of machines used in a commercial manufacturing workplace.
- 5 Definitions
- Workplace performance criteria* refer to the expected standard and speed of performance set by the quality control management in a candidate's workplace. These criteria are determined by the construction of the garment, the fabric used and the quality standards that apply in the candidate's workplace. These expectations must be explained and made available to the candidate prior to assessment.
- Workplace procedures* refer to the verbal or documented procedures for performing work activities and include health and safety, operational, environmental and quality management requirements. They may refer to manuals, manufacturer's specifications, codes of practice or policy statements.
- Garment assembly instructions* and the *production sequence plan* refer to the documentation that accompanies each manufacturing order. This documentation sets out the assembly instructions and the production sequence pathway, finishing procedures, trimmings to be used for the garment.
- Design specification (brief)* is the documentation that describes a proposed garment.
- Non-structured garments* require no additional support to the fabric and have less complex methods of construction.
- Structured garment* or parts of garments may have lining, fusing, boning, wiring or shoulder pads and usually have complex methods of construction.

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## Elements and performance criteria

### Element 1

Lay out cut garment components and discuss proposed new sample with the designer, production manager and the sample machinist in the clothing industry.

### Performance criteria

- 1.1 Cut sample garment is inspected against the design specification for all components.
- |       |   |
|-------|---|
| Range | may include but is not limited to – labels, linings, interlinings, accessories. |
|-------|---|

## Element 2

Compile garment assembly instructions for first stage assembly in the clothing industry.

### Performance criteria

2.1 Garment assembly instructions for first stage are decided and recorded in accordance with workplace procedures.

Range may include but is not limited to – assembly of – pockets, collars, sleeves.

## Element 3

Compile garment assembly instructions for second stage assembly in the clothing industry.

### Performance criteria

3.1 Garment assembly instructions for second stage, which include the first stage components, are decided and recorded in accordance with workplace procedures.

Range may include but is not limited to – placement and attachment of – labels, zips, facings, linings, metal slides, buckles.

## Element 4

Compile finishing instructions for garment in the clothing industry.

### Performance criteria

4.1 Garment finishing instructions are decided and recorded in accordance with workplace procedures.

Range may include but is not limited to – clipping, final pressing, quality inspection, ticketing and labelling.

4.2 The completed garment assembly instructions are presented for approval by the design, production and sales teams.

## Element 5

Compile a written production sequence plan for a complete garment in the clothing industry.

### Performance criteria

- 5.1 The written production sequence plan shows the pathway through the workplace, including the required machinery to be used through to final inspection.
- Range may include but is not limited to – types of machines, needles, threads, under pressing and off pressing, heat welders, glue guns.
- 5.2 The written production sequence plan includes a list of all components.
- Range may include but is not limited to – fabric, interlinings, zips, threads, buttons, labels, tickets, domes, ties, hooks, elastic, metal slides, buckles.

## Element 6

Arrange for the manufacture of the complete garment from cut components and verify garment meets the design specification in the clothing industry.

### Performance criteria

- 6.1 Machinist is provided with cut garment pieces and garment assembly instructions.
- 6.2 Garment pieces are laid out according to written garment assembly instructions.
- 6.3 Garment components are assembled and sewn together in sequence according to written garment assembly instructions and workplace performance criteria.
- 6.4 Lining and fusings are fitted and sewn, heat sealed, and glued where necessary, in accordance with garment assembly instructions and workplace performance criteria.
- 6.5 Garment is assembled and sewn according to garment assembly instructions and workplace performance criteria.
- 6.6 Finishing procedures are carried out according to garment assembly instructions and workplace performance criteria.

## Element 7

Obtain approval for garment and garment assembly instructions in the clothing industry.

### Performance criteria

- 7.1 Completed garment and garment assembly instructions are presented to the designer, production manager and the sample machinist, and approval to proceed to production is obtained in accordance with workplace procedures.

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### Please note

Providers must be accredited by NZQA, or an inter-institutional body with delegated authority for quality assurance, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be accredited by NZQA before they can register credits from assessment against unit standards.

Accredited providers and Industry Training Organisations assessing against unit standards must engage with the moderation system that applies to those standards.

Accreditation requirements and an outline of the moderation system that applies to this standard are outlined in the Accreditation and Moderation Action Plan (AMAP). The AMAP also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

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### Comments on this unit standard

Please contact [Competenz info@competenz.org.nz](mailto:Competenz_info@competenz.org.nz) if you wish to suggest changes to the content of this unit standard.