

# SRS Textile (Pvt.) Ltd

**Waqas Nazir  
Tauseef-ur-Rehman**

**16-01-2016  
Semester-II**



**MS (Project Management)  
Bahria University, Lahore Campus**

**Submitted to  
Mr.AhsanMaqbool**

65

# ACKNOWLEDGMENT

First of all, WE would like to thank Almighty ALLAH, Who is most beneficial and merciful, who enable US to do this job very well and by His Blessings that he gave US confidence, guidance & strength to complete this Project Implementation Report.

This is an interesting and knowledgeable experience for us, to compiling this report. Completion of this report was not an easy task, but by the support and help of all employees of **SRS Textile Pvt Ltd**, it becomes very simple to us. Our teachers, parents and Friends also played an important role to complete this auspicious task as well.

We are very thankful to CEO (Mr Shafiq Ur Rehman Sair), Director (Shabana Shafiq), Marchandising Manager (Kashif Rehman), Marketing Manager (Muhammad Raheel), HR/Admin (Mr Anees) Senior Accountant (Naveed Iqbal Khan).who gave us a chance to introduce PMO in this company.

We wish to express our sincerest thanks to Mr.Ahsan Maqbool who made his efforts in giving us the knowledge regarding PMO and EPM and enables us to do some creative work in field

Our gratitude will always remain due to the Department of MSPM for expanding our knowledge and experience. This prestigious institution will have a lasting impact on our life.

Our acknowledgement remains incomplete without thanking those who keep us remember while praying to ALLAH.

## **Mission Statement**

To carry on the business of knitting, stitching, washing, and dyeing manufacturing and export of all kinds of garments. To establish, manage, own and run, factories for knitting, stitching, dyeing and processing of garments knitting and manufacturing of cloths, finishing, dyeing and printing of textile fabrics of all kinds of wool merchants, wool combers, worsted spinners, woolen spinners, yarn merchants, worsted stuff merchants, bleachers, dyers and manufacturers of bleaching materials including procurement of jute and yarn in Pakistan and all over the world.

To import the accessories and auxiliary raw material used in manufacturing, processing knitting, stitching, dyeing and processing of garments for self-use of for sale to other concerns.

To carry on the business of importers and exports of all kinds of goods, articles and things either manufactured, semi-manufactured or raw materials, and to act as sales representatives either on commission or on profit sharing basis of all kinds of goods and materials.

## Table of Contents

ACKNOWLEDGMENT .....	i
Mission Statement .....	ii
Introduction of the company: .....	1
History of SRS textile (Pvt) Ltd: .....	1
SRS (PRIVATE) LIMITED .....	2
The Sector of SRS Textile Pvt LTD .....	3
The Customers of SRS textile (Pvt) LTD .....	3
Foreign Customer: .....	3
Local Customers: .....	4
Functions Performed by Divisions/Departments .....	5
Project Management Department .....	5
Accounts and Finance Department .....	5
Human Resource Management .....	1
Marketing and Sales Department .....	2
Production Department .....	2
Cutting Departments: .....	3
Stitching Departments: .....	3
Quality and packing Departments: .....	4
Role of project management in SRS textile Pvt ltd .....	5
Issues Faced in Projects in existing set up .....	6

Introduction to PMO .....	6
Why Need PMO .....	6
Structure required for PMO Implementation .....	7
What are the benefits of having a PMO? .....	7
The Process which will follow to Implement PMO in SRS textile (Pvt) Ltd .....	8
Establish the role, scope and outcomes .....	8
Review existing projects and skill levels to identify needs.....	8
Plan the implementation according to needs.....	9
Establish procedures and processes.....	9
Develop reporting mechanisms and timeframes .....	9
Review the PMO .....	9
Functions can a PMO undertake in SRS textile .....	9
Demand & Portfolio Management of EPM.....	10
Project Selection Criteria & Prioritization .....	10
Selected Project and its Documents: .....	12
Project Scope Statement.....	12
Project Charter.....	13
Project Brief .....	15
Reports Taken by the Microsoft Project 2013.....	16
Conclusion.....	26

References .....27

## **Introduction of the company:**

### **History of SRS textile (Pvt) Ltd:**

SRS textile is a private limited concern established in July 2012 manufacturing

A variety of knitting products as Pakistan textile Industry. The company is a private company within the meaning of Clause (28) of Section 2(1) of the company's ordinance, 1984 and accordingly. No invitation shall be issued to the public to subscribe for any shares, debenture or more persons shares or debentures-stocks of the company. The number of the members of the company (exclusive of persons in the employment of the company) shall be limited to fifty provided that for the purpose of this provision when two or more persons hold one or more shares in the company jointly they shall for the purpose of this clause be treated as a single member and The right to transfer shares in the company is restricted in the manners and to the extent hereinafter appearing.

The company is entitled to commence business from the date of its incorporation. The business of the company shall include all of any of the objects enumerated in the memorandum of association. The business of the company shall be carried out at such place or places in the whole of Pakistan or elsewhere as the directors may deem proper or advisable from time to time.

The products range which the SRS textile offers are all kinds of knits wear, for local market as well as for export to the whole world especially to USA, UK, Poland, Germany, for their well-known brands. The production unit and office is at 121-Ahbab Colony Opp canal View Gate Multan Road Lahore Pakistan.

Type of the ownership of the company:

## **SRS (PRIVATE) LIMITED**

The name of the Company is “SRS (PRIVATE) LIMITED”.

The Registered Office of the Company shall be situated in the Province of Punjab.

The objects for which the Company is established, are all or any of the following :-

To carry on the business of knitting, stitching, washing, dyeing manufacturing and export of all kind of garments. To establish, manage, own and run, factories for knitting, stitching, dyeing and processing of garments knitting and manufacturing of cloth, finishing, dyeing and printing of textile fabrics of all kinds and wool merchants, wool combers, worsted spinners, woolen spinners, yarn merchants, worsted stuff merchants, bleachers, dyers and manufacturers of bleaching materials including procurement of jute and yarn in Pakistan and all over the World. To import the accessories and auxiliary raw material used in manufacturing, processing, knitting, stitching, dyeing and processing of garments for self use or for sale to other concerns. To purchase, manufacture, comb, prepare, spin, dye, knit and deal in fiber, fabric, cotton, jute, flax, hemp, wool, silk, man made fiber and any fibrous substances within and outside Pakistan and to purchase and process cotton for surgical and hospital use, bandage and/or absorbent material making and to purchase and install machinery for sterilization of products and to export the products.

To carry on all or any of the business of yarn made of silk / cotton / man made fiber, mercers, raw cotton, cotton waste, spinning wastes and other kinds of wastes, weavers, spinners, ginner, cloth manufacturers, carding, haberdashers, hosiers, hosiery tufting, embroidery, manufacturers, importers, wholesalers and retail dealers in textile fabrics of all kinds, milliners, dress-makers, tailors, hatters, clothiers, outfitters, gloves, lace manufacturers and feather dressers in Pakistan and anywhere else in the World

## The Sector of SRS Textile Pvt LTD

It is a manufacturing concern company .which is providing finished goods to its customers. We can say that it is having the production sector organization. SRS is garments manufacturing unit which deals in all types of finished garments to its customers.

## The Customers of SRS textile (Pvt) LTD

As I mention above SRS textile (pvt) Ltd is dealing in all over the world so we can divide its customers in two types.

- FOREIGN CUSTOMER
- LOCAL CUSTOMER

### Foreign Customer:

As we mentioned above that the SRS is exporter of garments in all over the world and currently is it dealing with the five different customers in different countries the list is mentioned below:

- United State of America      Brand Name    PRESS BOXX

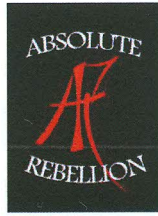


- Poland      Brand Name    NATIVO



- United State of America

Brand Name Absolute Rebellion



- United Kingdom

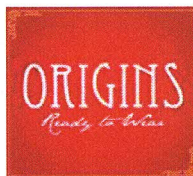
Brand Name Cambridge



And of more brands were deal in past of SRS textile

### Local Customers:

Within Pakistan SRS textile have a good range of customer in men women and kids wear. The list of the current customers is given below:



## **Functions Performed by Divisions/Departments**

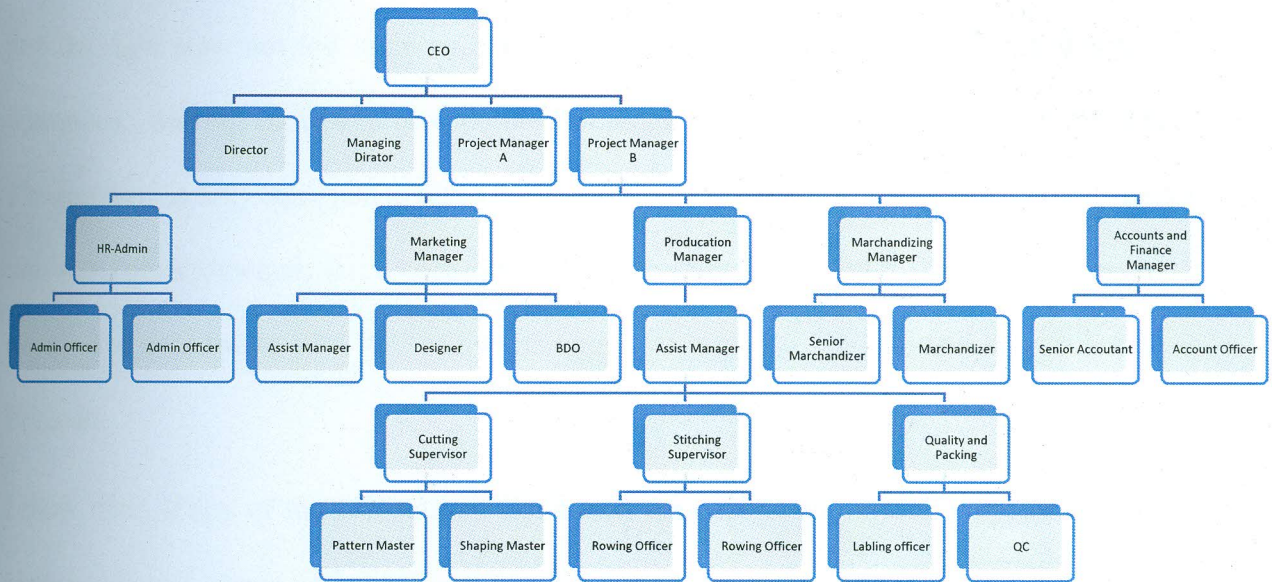
### **Project Management Department**

The SRS textile (Pvt) ltd is based on the projected and departmentalization based hierarchal structured there are two project manager who are the directly assisting to the directors of the company and all the departmental manager are the subordinate of these project managers the project managers are managing all the departments according to the projects which are assign to them .

### **Accounts and Finance Department**

The Company keeps its computerized accounting records in which proper ledgers are maintained along with vouchers. The vouchers are prepared by accounts department and properly checked by Mr.Naveed Khan or Mr. Rizwan Saqib then verified by Admin Manager Finance, and finally approved by the directors. The vouchers are pre-numbered.

# Human Resource Management



## Hierarchy of SRS Textile

Human Resource Management is an essential part for any organization. Moreover, development of this department is the first step, the ground on which the future of the Company depends. It is essential for every single business unit. It is people, not Technology who create the company.

Every organization has its own policies and strategies by which they control the functions of their departments. Similarly, SRS also have own policies and Strategies by which they control all the functions of their departments. SRS (Pvt.) Ltd. HR department is also conducting all the practices of HRM like Job analysis and design of work, recruitment and selection, training and development, performance appraisals, compensation, employee relationships, staff welfare and some other things like that. These all practices are conducted by own Policies and strategies.

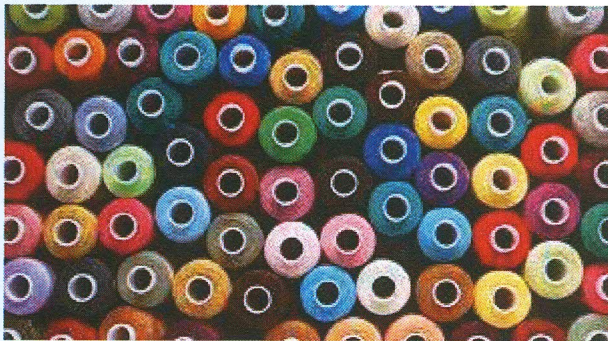
Department not make decisions related of its own department, they also conduct in company's decision.

## Marketing and Sales Department

SRS Textile pvt ltd Works is a well-established fully Textile based manufacturing company of just the right size: not too large so, that management is closely involved with day to day operations , and big enough to provide the full range of products that their principals expect. The company is fully equipped to serve the immediate and long term marketing and distribution objectives of its principals.this company is not having a big history but in the shorttime its growth proves that near future SRS will achive its targets to establish its own well known brands in Pakistan.

I think, few, if any of the competitors can match the experience or the company's short but historical legacy strong and stable. All this has been achieved by developing a dedicated team of highly motivated professionals fully aware of today's supply chain management needs.

## Production Department

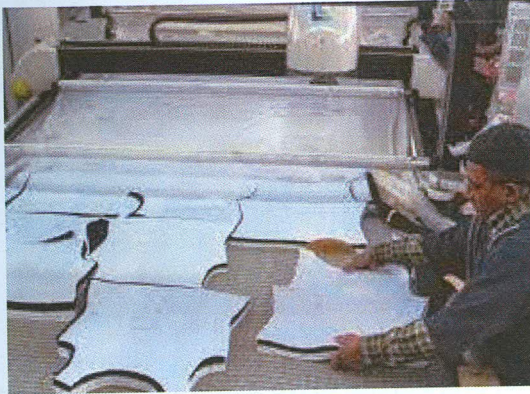


The production in SRS based on three main steps and according to these steps the company sets its departments.

- Cutting Department
- Stitching Department

- Quality and finishing departments.

## Cutting Departments:



According to the PO the cutting plan is prepared under the supervision of Merchandiser Mr. Abbas Cutting Master Mr Shafiq Jozaf and according to the plan the cutting are placed and forward to the stitching department in the form of Bundles

## Stitching Departments:



In stitching departments MR Talib Hussain (Stitching supervisor) follow the instructions Merchandiser as the sample given to him.

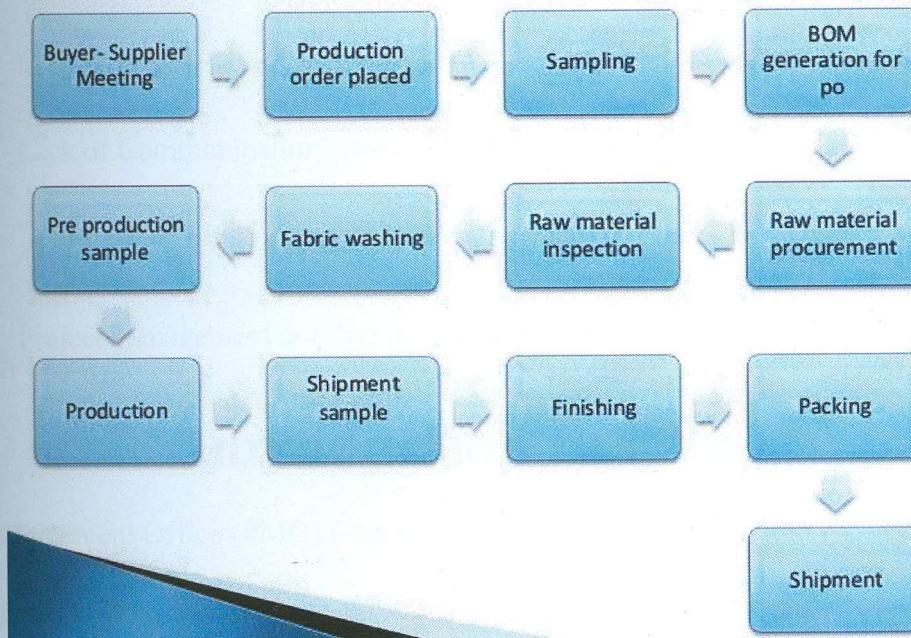
## Quality and packing Departments:



After stitching completion the production forward to quality and packing departments where the clipping labeling, tagging press, quality and packing processes are done In this complete process the merchandising department is fully interlink with all three departments and also they are responsible for the embellishment of the garments like printing of the garments embroidery on the garment, and other processes on the garments which are the requirements of the customers like stone wash effects, dip tumble effects dyeing effects for some of these demands they have to go for outsourcing.

The overall Production is carried out under the supervision of Mr. Shahid Rasool (Manager Production Dept.) and Mr. Aslam (Assistant Manager). After receipt of order for sales, costing is made by Mr. Abbas Ali (Merchandiser) in consultation with Mr. Kashif Rehman (Merchandising Manager ) and in charge of respective sub-department of Productive Dept. Consultation is also made with Mr. Anees Admin Manager for Export orders. Mr. Aslam is responsible for the production of Local brands . Export products are produced under the supervision of Mr. Shahid Rasool. Overall production items are critically supervised by the CEO Mr Shafiq Ur Rehman Sair.

### Process flow in garment manufacturing unit



## Role of project management in SRS textile Pvt ltd

As we mention above regarding Hierarchal structure of the company and its working procedure.

The company is having different kind of orders at the same time and dealing with all the customers at the same time. Every order by the customers have unique features and due to this uniqueness the company deals with these orders considering them as a a seprate project.

According to the current situation of the company SRS having the hierarchal structure in which there is two project manager who are handling all the current projects of the company. These project managers are on the top of the hierarchy of the organization and all the departments are on the subordinates departments of project manager as we mention in the hierarchal chart.

## Issues Faced in Projects in existing set up

Main Issues faced by SRS textile Pvt ltd. in Projects in existing setup are as under:

1. Weak system and procedures
2. Lack of infrastructure & expertise to handle current project based issues
3. Lack of Communication creates problems and conflicts.
4. Delays in the Shipments due to mismanagement.
5. Project management conflict due to same level in hierarchy

## Introduction to PMO

Project Management Office (PMO) is an Organizational unit dedicated to the development and advancement of best practices in project management processes, guidelines and metrics procedures. It is a common language and common project management methodology across infrastructure, created to serve project managers. The most basic functions of PMO basically are to oversight, control and support the management in projects environment within the organization, but when PMO is operating at the enterprise level, they are having more strategic functions to ensure the successful management of Programs and Portfolio within the performing organization.

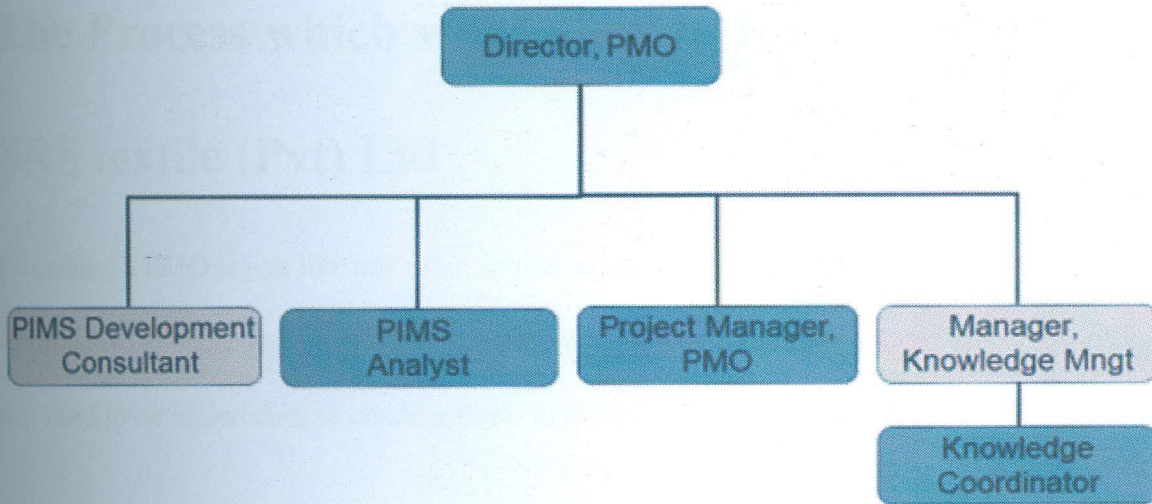
## Why Need PMO

Organizations established Project Management Offices due to following reasons.

1. Increased Workload.
2. Complexity of Projects.
3. Health Project Portfolio.

4. To remove generation gap between different people.
5. No training standards for Project Managers (PMs)
6. Organizational long term sustainability in project management

## Structure required for PMO Implementation



## What are the benefits of having a PMO?

According to Gartner (2008), investments in a Project Management Office (PMO) as a work Management discipline can provide common planning and reporting processes and bring Structure and support to evaluating, justifying, defining, planning, tracking and executing Projects. It also encourages the resolution of conflicts caused by limited resources and other Constraints.

Some of the benefits of instituting a PMO include:

- Establishing an enterprise focus on improvement in project management competency

- Developing or enhancing project management skills and knowledge through training or
- Mentoring
- Ensuring consistency and uniformity in project delivery
- Reducing project overruns and increasing delivery speed
- Increasing customer satisfaction through achievement of outcomes.
- Archiving project operational and performance data
- Providing a centralized point of reference for the project management practice

## **The Process which will follow to Implement PMO in SRS textile (Pvt) Ltd**

Launching a PMO is just like any other organizational change project and should be approached as such. In Transformer's experience there are a number of key steps however that need to be undertaken to create a PMO that works for the organization.

### **Establish the role, scope and outcomes**

The role of the PMO will be different in every organization. It is important to consult widely with stakeholders to establish their ideas and needs and to determine how and where the PMO will fit within the SRS textile Pvt Ltd

### **Review existing projects and skill levels to identify needs**

Often the incentive for Establishing a PMO comes from a history of failed or underperforming projects. Examining recent and existing projects will identify skills and other gaps that the SRS textile can address through the PMO.

## **Plan the implementation according to needs**

Once you have determined the Purpose of the PMO and what it is to achieve you then need to prepare a PMO Implementation plan.

## **Establish procedures and processes**

Depending on the scope of the PMO it may Require documentation of issues like: project approval processes, recruitment and Training and funding management. Document templates may also be developed and this process will depend on the SRS management decisions.

## **Develop reporting mechanisms and timeframes**

The PMO is likely to have a Number of different reporting responsibilities. For example individual projects may need to report regularly to the PMO and the PMO may have to provide an Organizational or portfolio report to the executive. To be effective – these Mechanisms need to be agreed and established early.

## **Review the PMO**

Of course as things change, the Structure of SRS textile will become more mature, Methodologies emerge and structures evolve, the role and scope of the PMO must Change as well. It is important to work with the executive to regularly review the PMO's performance and scope so it remains current and relevant to the SRS textile's change business needs.

## **Functions can a PMO undertake in SRS textile**

The kinds of functions undertaken by the PMO can vary widely. It will depend largely on the Organizations': size, project success, maturity, project experience, level of available skill, Exposure and the level of executive support for project management generally.

Some of the functions a PMO might typically manage include:

- Review and approve project requests and allocate funding
- Develop standard project processes, tools and templates
- Establish and contextualize best practice methodology
- Allocate project staff and manage all projects centrally
- Provide training, certification and coaching to build core project management skills
- Track the status and achievements of all the organization's projects
- Advocate for project management and provide education within the organization
- Manage project prioritization and governance

## **Demand & Portfolio Management of EPM**

### **Project Selection Criteria & Prioritization**

SRS Textile (Pvt) Ltd is dealing with the knitwear garments manufacturing business and all the project of SRS textile are related to the customer's order based and every order is unique in nature according the required garments style, fabric type ,its color quality, embellishments on the garments cost of the required garments as well as the time period of starting of the production and the shipments date of the order. .that's why it is difficult for the organization to prioritize these order/ projects. To facilitate the organization's project manager we recommend this Matrix to find out the prioritization of the project by taking the input from the management customers/clients and the stakeholders .

**Criteria-Based Matrix for Selecting & Prioritizing SRS Projects**

Criteria	Scoring	Project 1	Project 2	Project 3	Project 4
<b>Competitive Advantage</b>	Rating				
	Weighting				
	Score				
<b>Customer Satisfaction</b>	Rating				
	Weighting				
	Score				
<b>Estimated Project Cost</b>	Rating				
	Weighting				
	Score				
<b>Potential Revenue</b>	Rating				
	Weighting				
	Score				
<b>Ease of Implementing</b>	Rating				
	Weighting				
	Score				

	<b>Total Score</b>				
--	------------------------	--	--	--	--

## Selected Project and its Documents:

### Project Scope Statement

<b>Project Name :</b> SRS production Project Hoodie 2016	
<b>Prepared By:</b> Tauseef Ur Rehman, Waqas Nazir	
<b>Date :</b> 14 January 2016	
<b>Project Justification:</b>	
<b>Product Description:</b>	100,000 Hoodie Garments Ready to Wear Fabric Flees ,jersey ,Rib Winter Season Cloth
<b>Project Deliverables :</b>	100,000 Flees Hoodie Produce ,Time Period is Four Months, High Quality Garments, Shipment Date 04 April 2016 within Rs.4.5 million
<b>Out of scope Items:</b>	Departmental Conflicts, Organizational Structure Reconstruction, Team Building Activates in Organization, HR issues, organizational Environments etc.
<b>Project Objectives :</b>	To provide the 100,000 units of Manufactured Garments within Four months of period with required quality Standards and within the given Purchase order prices.
<b>Cost Objectives :</b>	By Applying the EPM in the Project To reduce the Schedule conflict and complete the project to save the fixed cost of organization as well as to reduce the cost of HR by utilization of resources Effectively
<b>Schedule Objectives :</b>	In the mean while by Applying the EPM on the project we can reduce the schedule time of the current project of SRS textile( Pvt )ltd
<b>Acceptance Criteria:</b>	Project should be complete within the given deadline and within the estimated budget.
<b>Constraints :</b>	
<b>Assumptions :</b>	Here in current project we tried to use the value near to the actual costing value and assume to predict the project expected budget.

# Project Charter

## Project Charter

Authorizations	Name	Function	Date	Signature
Author		Project Manager		
Approved		Project Sponsor		
<b>Project Background</b>	<p>The company is entitled to commence business from the date of its incorporation. The business of the company shall include all of any of the objects enumerated in the memorandum of association. The business of the company shall be carried out at such place or places in the whole of Pakistan or elsewhere as the directors may deem proper or advisable from time to time.</p> <p>The products range which the SRS textile offers are all kinds of knits wear, for local market as well as for export to the whole world especially to USA, UK, Poland, Germany, for their well-known brands. The company launch its projects based on the orders of its clients</p>			
<b>Expected Business Benefits</b>	<p>The EPM will help the project to ensure to make the project schedule could provide the effective information to manage all matters of the project, it will help to manage the documentations of the project timely which could help in future projects, EPM could also help to reduce the cost of the project by Applying best scheduling practices and best resource utilization in the concern projects in simple words we can say that it will help the organization to manage its projects effectively.</p>			
<b>Proposed Start Date</b>	January 04th, 2016	<b>Proposed End Date</b>	April 04th, 2016	
<b>Project Objectives</b>	<p>To provide best product Quality to the customers with the given budget and within given tight schedule in effective way. To enhance productive capacity</p>			
<b>Key outputs/Deliverables</b>	<p>This project will help the SRS Textile (Pvt) ltd in three fold aspect, one by providing the Best quality products to customers, second by provision to ensure the given and budget by customer/spencer and third by capacity building of the organization through increase in human resource competence. There will be the flow of information which will be ready for the Direct and the higher level of management regarding the project.</p>			
<b>Project Scope</b>	<p>To provide the 100,000 units of Manufactured Garments within Four months of period with required quality Standards and within the given Purchase order prices.</p>			

<b>Success Criteria</b>	To provide the Quality products within the given budget and excellent quality within given time period, by Applying the EPM to manage all the resources of the organization in best manners, and also consider the cost should be reduce by Applying the software on that particular project	
<b>Methodology</b>	Best and proper utilization of resources on time and within the given schedule and cost and quality should be the key point of the project.	
<b><u>Project Resources</u></b>		
<b>Project Steering Group</b>		
<b>Project Sponsor</b>	Customer ( Royce Appeal ) American based Clothing Co.	
<b>Project Team Members</b>		
<b>High Level Estimate of Project Cost</b>	Rs. 4.5 million	
<b>Estimated Cost As per EPM</b>	2 Million	
<b>Issues/Risks</b>	<ol style="list-style-type: none"> <li>1. Weak system and procedures</li> <li>2. Lack of expertise in project management department of Company</li> <li>3. Having no awareness of schedule management plan</li> <li>4. Lack of energy resources could affect the overall performance and schedule of the project</li> <li>5. Interruption of other ongoing projects. Within the organizational process</li> <li>6. Different departmental issues, because projects are initiated and handled by different departments.</li> <li>7. HR Development issues.</li> </ol>	
<b>Reporting</b>	<b>Frequency</b>	<b>Who</b>
<b><u>Meetings</u></b>		

Steering Committee Meeting		Project Team + Directors
Project Team Meeting		
<b>Reports</b>		
Progress Reports		
Closure Reports		

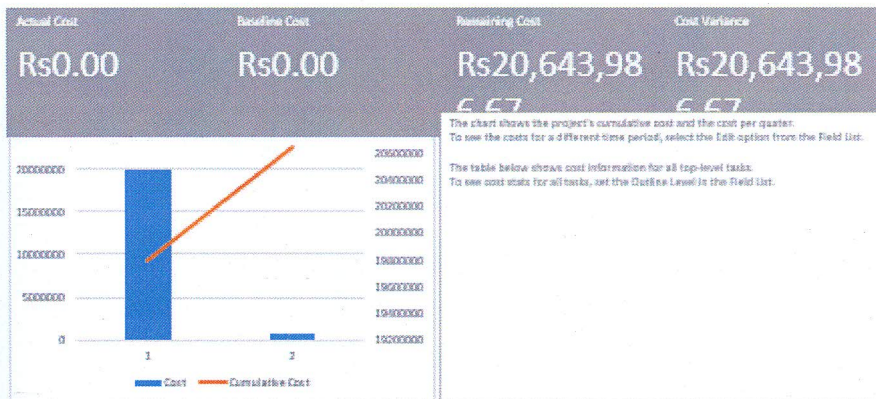
## Project Brief

<b>Project Title</b>	<b>“Production of the 100,000 Units of Stitched Garments”</b>
<b>Project Code</b>	
<b>Sponsoring Agency</b>	Information Technology Department
<b>Executing Agency</b>	Punjab Provincial Cooperative Bank Limited
<b>Operations and Maintenance</b>	Punjab Provincial Cooperative Bank Limited
<b>Original Cost</b>	Rs.
<b>Revised Cost</b>	Rs.
<b>Actual Expenditure</b>	Rs. 2.5 million
<b>Approval Status</b>	Approved (1 December 2016)
<b>Planned Start Date</b>	January 04th, 2016
<b>Actual Start Date</b>	January 04th, 2016
<b>Revised Start Date</b>	

Planned End Date	April 04th, 2016
Revised End Date	May 05th, 2016
Planned Gestation Period	04 Months(January 04th 2016 to April 04th 2016)
Revised Gestation Period	
Beneficiaries	SRS Textile (Pvt) ltd and Royce Apparel

## Reports Taken by the Microsoft Project 2013

**CASH FLOW**

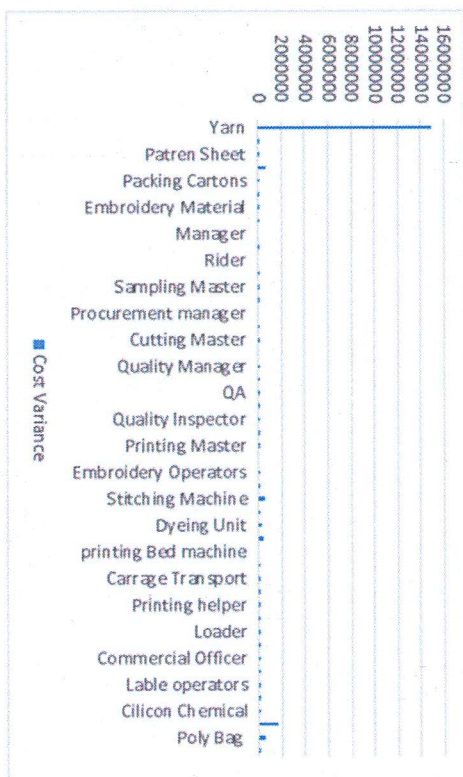
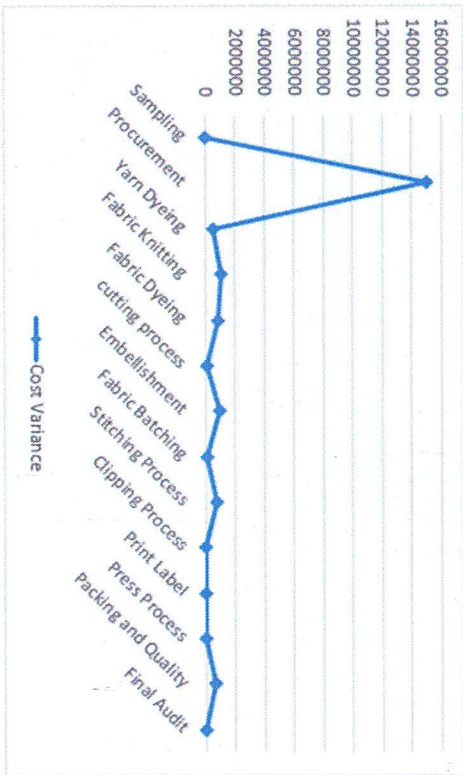


**CASH FLOW**

Name	Remaining Cost	Actual Cost	Cost	ACWP	BCWP	BCWS
Sampling	Rs19,600.00	Rs0.00	Rs19,600.00	Rs0.00	Rs0.00	Rs0.00
Procurement	Rs15,004,800.00	Rs0.00	Rs15,004,800.00	Rs0.00	Rs0.00	Rs0.00
Yarn Dyeing	Rs565,400.00	Rs0.00	Rs565,400.00	Rs0.00	Rs0.00	Rs0.00
Fabric Knitting	Rs1,101,600.00	Rs0.00	Rs1,101,600.00	Rs0.00	Rs0.00	Rs0.00
Fabric Dyeing	Rs942,700.00	Rs0.00	Rs942,700.00	Rs0.00	Rs0.00	Rs0.00
cutting process	Rs150,300.00	Rs0.00	Rs150,300.00	Rs0.00	Rs0.00	Rs0.00
Embroidment	Rs979,840.00	Rs0.00	Rs979,840.00	Rs0.00	Rs0.00	Rs0.00
Fabric Satching	Rs206,266.67	Rs0.00	Rs206,266.67	Rs0.00	Rs0.00	Rs0.00
Stitching Process	Rs816,600.00	Rs0.00	Rs816,600.00	Rs0.00	Rs0.00	Rs0.00
Clipping Process	Rs1,600.00	Rs0.00	Rs1,600.00	Rs0.00	Rs0.00	Rs0.00
Print Label	Rs3,680.00	Rs0.00	Rs3,680.00	Rs0.00	Rs0.00	Rs0.00
Press Process	Rs81,600.00	Rs0.00	Rs81,600.00	Rs0.00	Rs0.00	Rs0.00
Packing and Quality	Rs745,800.00	Rs0.00	Rs745,800.00	Rs0.00	Rs0.00	Rs0.00
Final Audit	Rs24,000.00	Rs0.00	Rs24,000.00	Rs0.00	Rs0.00	Rs0.00

# COST OVERRUNS

## COST OVERRUNS



COST OVERVIEW

# COST OVERVIEW

MON 1/4/16 - THU 5/12/16

COST	Rs20,643,986.67
REMAINING COST	Rs20,643,986.67
% COMPLETE	0%

**PROGRESS VERSUS COST**  
 Progress made versus the cost spent over time. If % Complete line below the cumulative cost line, your project may be over budget.



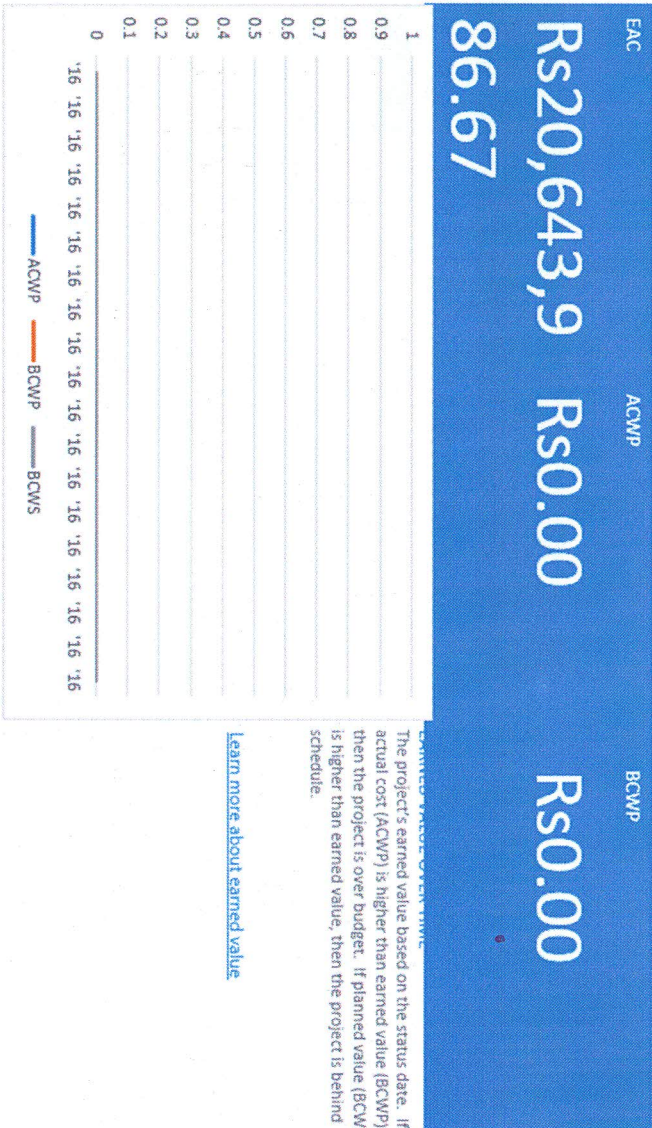
**COST STATUS**  
 Cost status for all top-level tasks. Is your Baseline zero?  
[Tasking as baseline](#)



# EARNED VALUE

Earned value management helps you quantify the performance of a project. It compares costs and schedules to a baseline to determine if the project is on track.

If the charts don't look right, make sure you have set a baseline, assigned costs to tasks or resources, and entered progress.



The project's earned value based on the status date. If actual cost (ACWP) is higher than earned value (BCWP), then the project is over budget. If planned value (BCWS) is higher than earned value, then the project is behind schedule.

[Learn more about earned value](#)

MILESTONE REPORT

# MILESTONE REPORT

## LATE MILESTONES

Milestones that are past due.

Name	Finish
Sampling Approved	Mon 1/4/16
Ready for Stitching	Mon 1/4/16
Shipment Ready For Audit	Mon 1/4/16

## MILESTONES UP NEXT

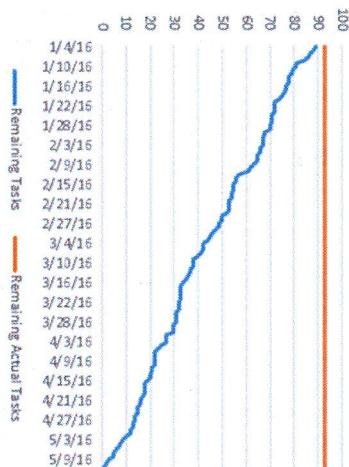
Milestones due in this month.

Name	Finish
Sampling Approved	Mon 1/4/16
Ready for Stitching	Mon 1/4/16
Shipment Ready For Audit	Mon 1/4/16

## COMPLETED MILESTONES

Milestones that are 100% complete.

Name	Finish
------	--------





# OVERALLOCATED RESOURCES

## WORK STATUS

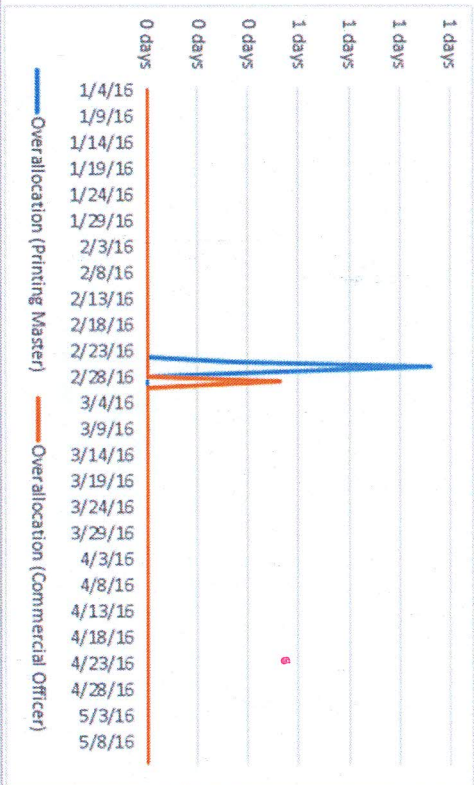
Work status for overallocated resources.



## OVERALLOCATION

Surplus work assigned to overallocated resources. To resolve overallocations use

[Team Planner View](#)

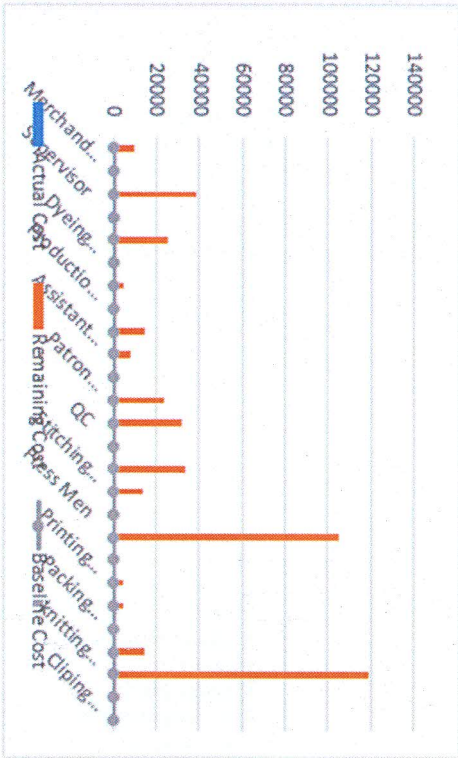




# RESOURCE COST OVERVIEW

## COST STATUS

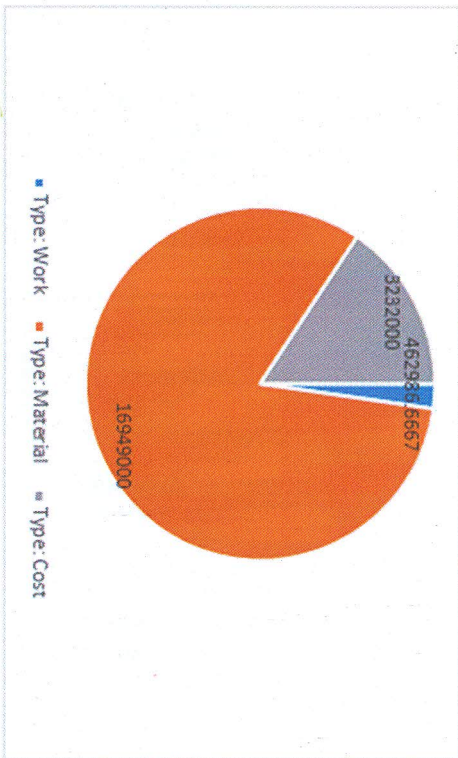
Cost status for work resources.



COST DETAILS

## COST DISTRIBUTION

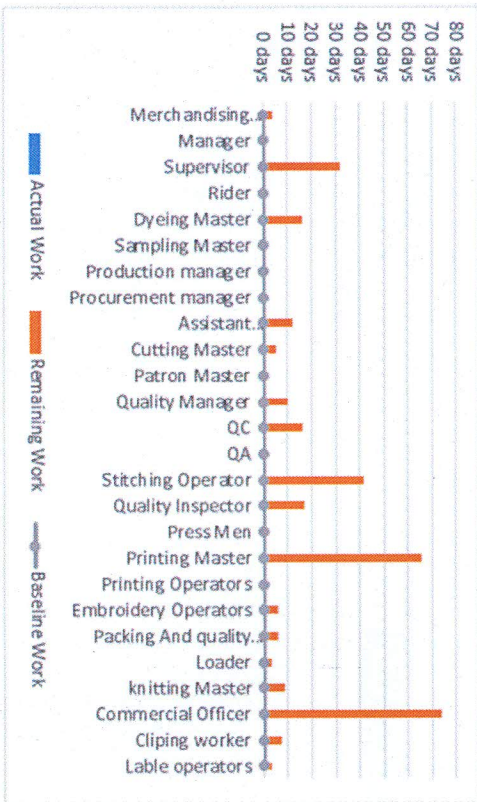
How costs are spread out amongst different resource types.



# RESOURCE OVERVIEW

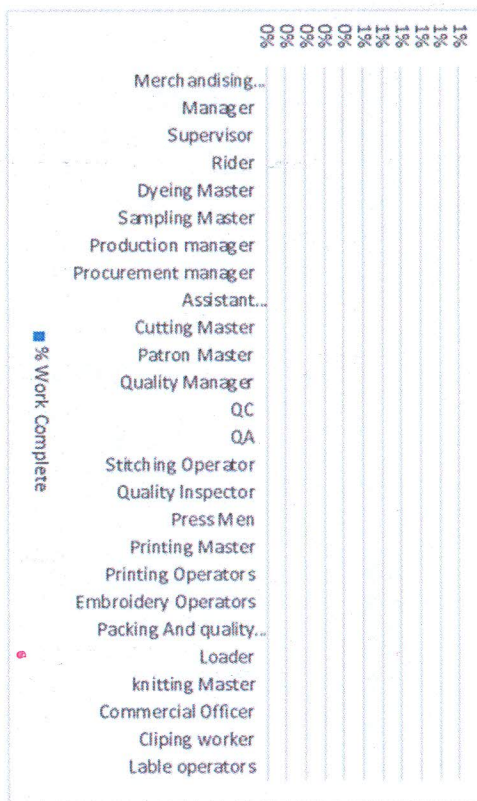
## RESOURCE STATUS

Work status for all work resources.

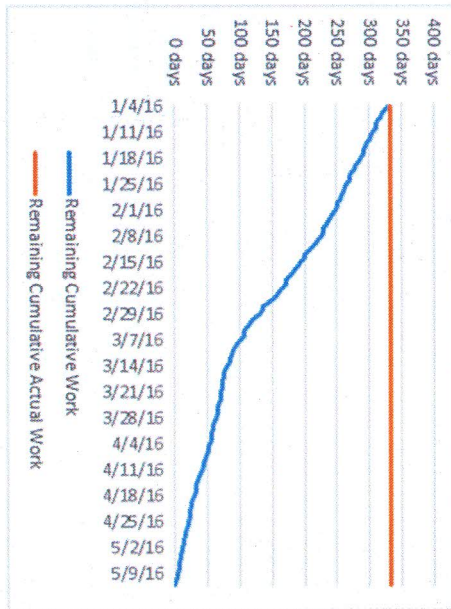


## WORK STATUS

% work done by all the work resources.



SLIPPING TASKS



# SLIPPING TASKS

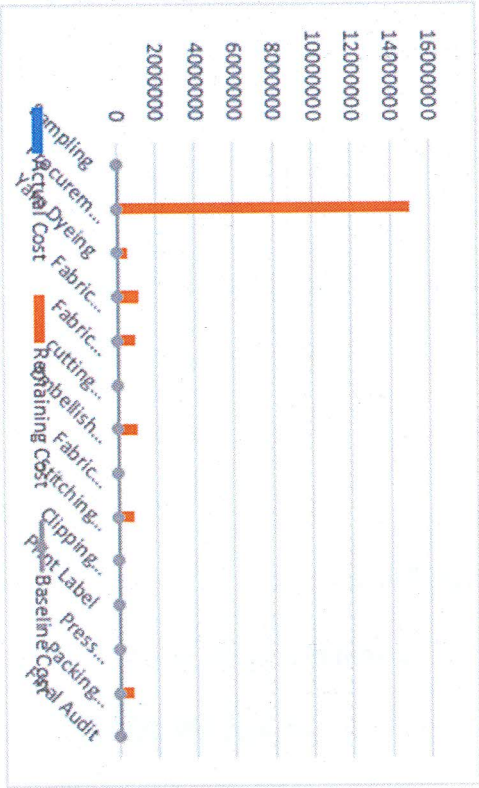
Tasks where the finish date is past the baseline finish date.

Name	Start	Finish	% Complete	Remaining Work	Resource Names

# TASK COST OVERVIEW

## COST STATUS

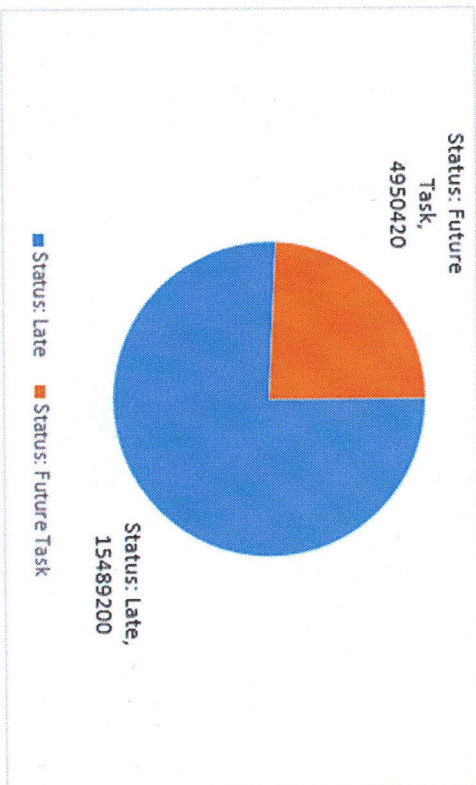
Cost status for top-level tasks.



## COST DETAILS

## COST DISTRIBUTION

How costs are spread out amongst tasks based on their status.



## Conclusion

We conclude our report by sharing some of experience while our work .we realizes that Implementation of PMO is such a big task for any project manager in an organization. We tried to introduce PMO in SRS textile by providing the proposal .and also tried to create awareness in the organization. We hope so near future this organization will consider our proposal to implement PMO in their organization. And the Second objective of our exercise was to establish the actual project on MS project so we launch the project of SRS textile on That Software and find that the Schedule become more effective and this software help to resolve the overvaluation of resources and .the project manager could made more effective Schedule and could reduce the cost. By getting the reports from after putting the data in the MS Project We get auto Generated Reports which tells us the True Status of the Project At any Level of Work ,it could provde us the Auto Generated Schedule ,auto Calculated Earned value ,Cost of Any Single Task, WBS list Etc.

ID	Task Mode	WBS	Task Name	Duration	Start	Finish
1		<b>SRS1</b>	<b>Sampling</b>	<b>6 days</b>	<b>Mon 1/4/16</b>	<b>Sat 1/9/16</b>
2		SRS1.1	Fabric Selection	1 day	Mon 1/4/16	Mon 1/4/16
3		SRS1.2	cutting	1 day	Mon 1/4/16	Tue 1/5/16
4		SRS1.3	Stitching	1 day	Tue 1/5/16	Wed 1/6/16
5		SRS1.4	Quality	1 day	Wed 1/6/16	Thu 1/7/16
6		SRS1.5	Spec Assessment	1 day	Thu 1/7/16	Fri 1/8/16
7		SRS1.6	prototype	1 day	Fri 1/8/16	Sat 1/9/16
8		SRS1.7	Embellishment Approval	1 day	Fri 1/8/16	Sat 1/9/16
9		SRS1.8	Design Approval	1 day	Fri 1/8/16	Sat 1/9/16
10		SRS1.9	Approval for Production	1 day	Fri 1/8/16	Sat 1/9/16
11		SRS1.10	Sampling Approved	0 days	Mon 1/4/16	Mon 1/4/16
12		<b>SRS2</b>	<b>Procurement</b>	<b>4 days</b>	<b>Sat 1/9/16</b>	<b>Wed 1/13/16</b>
13		SRS2.1	Purchase Requisition and PO Generated	1 day	Sat 1/9/16	Mon 1/11/16
14		SRS2.2	Ecru Yarn purchase	2 days	Mon 1/11/16	Tue 1/12/16
15		SRS2.3	Yarn Quality check	1 day	Wed 1/13/16	Wed 1/13/16
16		<b>SRS3</b>	<b>Yarn Dyeing</b>	<b>5 days</b>	<b>Wed 1/13/16</b>	<b>Tue 1/19/16</b>
17		SRS3.1	Yarn Dye	3 days	Wed 1/13/16	Sat 1/16/16
18		SRS3.2	Rewinding	1 day	Sat 1/16/16	Mon 1/18/16
19		SRS3.3	Quality check	1 day	Mon 1/18/16	Tue 1/19/16
20		<b>SRS4</b>	<b>Fabric Knitting</b>	<b>11 days</b>	<b>Tue 1/19/16</b>	<b>Sat 1/30/16</b>
21		SRS4.1	Knitting Sampling	1 day	Tue 1/19/16	Wed 1/20/16
22		SRS4.2	Sampling Approval	1 day	Wed 1/20/16	Thu 1/21/16
23		SRS4.3	Jersey Fabric knitting	2 days	Fri 1/22/16	Mon 1/25/16
24		SRS4.4	Rib fabric knitting	1 day	Wed 1/20/16	Thu 1/21/16

Project: EPM On SRS Project  
Date: Sat 1/16/16

Task

Split

Milestone

Summary

Project Summary

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

Finish-only

Inactive Milestone

External Tasks

External Milestone

Deadline

Progress

Manual Progress

ID	Task Mode	WBS	Task Name	Duration	Start	Finish
25		SRS4.5	Flees Fabric Knitting	3 days	Thu 1/21/16	Thu 1/28/16
26		SRS4.6	Fabric Processing	2 days	Thu 1/28/16	Sat 1/30/16
27		<b>SRS5</b>	<b>Fabric Dyeing</b>	<b>12 days</b>	<b>Sat 1/30/16</b>	<b>Thu 2/11/16</b>
28		SRS5.1	Lab Dippis	1 day	Sat 1/30/16	Sat 1/30/16
29		SRS5.2	Lab Dippis Approvals	1 day	Mon 2/1/16	Mon 2/1/16
30		SRS5.3	Fabric Dyeing	3 days	Mon 2/1/16	Thu 2/4/16
31		SRS5.4	Fabric Wash	2 days	Thu 2/4/16	Sat 2/6/16
32		SRS5.5	Fabric Tumbling	2 days	Sat 2/6/16	Tue 2/9/16
33		SRS5.6	Fabric Testing Lab	1 day	Tue 2/9/16	Tue 2/9/16
34		SRS5.7	Shade Approvals	1 day	Wed 2/10/16	Wed 2/10/16
35		SRS5.8	Fabric Induction in Cutting Department	1 day	Wed 2/10/16	Thu 2/11/16
36		<b>SRS6</b>	<b>cutting process</b>	<b>13 days</b>	<b>Thu 2/11/16</b>	<b>Thu 2/25/16</b>
37		SRS6.1	Segregation of Fabric according to Styles and embellishment	1 day	Thu 2/11/16	Fri 2/12/16
38		SRS6.2	garment Patterns setting	1 day	Fri 2/12/16	Sat 2/13/16
39		SRS6.3	cutting Testing Laying	1 day	Sat 2/13/16	Mon 2/15/16
40		SRS6.4	Fabric laying	4 days	Mon 2/15/16	Thu 2/18/16
41		SRS6.5	pattern marking	2 days	Fri 2/19/16	Sat 2/20/16
42		SRS6.6	Fabric layer cutting	1 day	Sat 2/20/16	Thu 2/25/16
43		<b>SRS7</b>	<b>Embellishment</b>	<b>18.24 days</b>	<b>Thu 2/25/16</b>	<b>Tue 3/15/16</b>
44		SRS7.1	Panels Embellishment	0.4 days	Thu 2/25/16	Thu 2/25/16
45		SRS7.2	Panels Digital Printing According to Design	3.94 days	Thu 2/25/16	Tue 3/15/16
46		SRS7.3	Panels Screen Printing	3 days	Thu 2/25/16	Mon 2/29/16
47		SRS7.4	Panels Embroidery as per design	3 days	Thu 2/25/16	Mon 2/29/16
48		SRS7.5	Printing and Embroidery Quality check	1 day	Mon 2/29/16	Tue 3/1/16

Project: EPM On SRS Project  
Date: Sat 1/16/16

Task

Split

Milestone

Summary

Project Summary

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

Finish-only

External Tasks

External Milestone

Deadline

Progress

Manual Progress

ID	Task Mode	WBS	Task Name	Duration	Start	Finish
49		SRS7.6	Pannels Bundling	2 days	Thu 2/25/16	Sat 2/27/16
50		SRS7.7	Pannels Shifting to Cutting Department	1 day	Tue 3/1/16	Wed 3/2/16
51		<b>SRS8</b>	<b>Fabric Batching</b>	<b>63.83 days</b>	<b>Mon 1/4/16</b>	<b>Wed 3/9/16</b>
52		SRS8.1	Size ratio Setting	2 days	Wed 3/2/16	Thu 3/3/16
53		SRS8.2	Numbring	1 day	Fri 3/4/16	Fri 3/4/16
54		SRS8.3	Style Segregation	2 days	Fri 3/4/16	Mon 3/7/16
55		SRS8.4	Embellishment Quality	1 day	Mon 3/7/16	Tue 3/8/16
56		SRS8.5	Bundling	1 day	Tue 3/8/16	Wed 3/9/16
57		SRS8.6	Move to Stitching Department	0.33 days	Wed 3/9/16	Wed 3/9/16
58		SRS8.7	Ready for Stitching	0 days	Mon 1/4/16	Mon 1/4/16
59		<b>SRS9</b>	<b>Stitching Process</b>	<b>44.56 days</b>	<b>Thu 2/11/16</b>	<b>Tue 3/29/16</b>
60		SRS9.1	Induction Quality	2 days	Wed 3/9/16	Sat 3/12/16
61		SRS9.2	procurement	1 day	Sat 3/12/16	Mon 3/14/16
62		SRS9.3	Stitching Thread purchase	1 day	Thu 2/11/16	Fri 2/12/16
63		SRS9.4	Silicon Chemical Purchase	1 day	Thu 2/11/16	Fri 2/12/16
64		SRS9.5	Stitching Machine Accessories	1 day	Thu 2/11/16	Fri 2/12/16
65		SRS9.6	Machinery operations	1.3 days	Fri 2/12/16	Wed 3/16/16
66		SRS9.7	Lock stitch operations	10.3 days	Fri 2/12/16	Wed 2/24/16
67		SRS9.8	Flat lock Operations	10.31 days	Fri 2/12/16	Fri 3/4/16
68		SRS9.9	Over lock operations	12 days	Fri 3/4/16	Thu 3/17/16
69		SRS9.10	Buttons attachment	4 days	Thu 3/17/16	Tue 3/22/16
70		SRS9.11	Kaji Machine Operations	4 days	Tue 3/22/16	Fri 3/25/16
71		SRS9.12	Label attachment	3 days	Fri 3/25/16	Tue 3/29/16
72		<b>SRS10</b>	<b>Clipping Process</b>	<b>3.14 days</b>	<b>Tue 3/29/16</b>	<b>Fri 4/1/16</b>

Project: EPM On SRS Project  
Date: Sat 1/16/16

Task

Split

Milestone

Summary

Project Summary

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

Finish-only

External Tasks

External Milestone

Progress

Manual Progress

ID	Task Mode	WBS	Task Name	Duration	Start	Finish
73		SRS10.1	Garment Clipping (removing of Extra Thread)	3 days	Tue 3/29/16	Fri 4/1/16
74		SRS10.2	Remove extra fusing in Embroidery	0.14 days	Fri 4/1/16	Fri 4/1/16
75		<b>SRS11</b>	<b>Print Label</b>	<b>3.58 days</b>	<b>Fri 4/1/16</b>	<b>Tue 4/5/16</b>
76		SRS11.1	Sticker attachment	0.25 days	Fri 4/1/16	Fri 4/1/16
77		SRS11.2	beding Process	2 days	Fri 4/1/16	Mon 4/4/16
78		SRS11.3	Heat Transfer Printing Label	0.33 days	Mon 4/4/16	Mon 4/4/16
79		SRS11.4	Quality check	1 day	Mon 4/4/16	Tue 4/5/16
80		<b>SRS12</b>	<b>Press Process</b>	<b>1.33 days</b>	<b>Tue 4/5/16</b>	<b>Wed 4/6/16</b>
81		SRS12.1	Steam Press	0.17 days	Tue 4/5/16	Wed 4/6/16
82		SRS12.2	Garment Folding	0.33 days	Wed 4/6/16	Wed 4/6/16
83		<b>SRS13</b>	<b>Packing and Quality</b>	<b>115.62 days</b>	<b>Mon 1/4/16</b>	<b>Mon 5/2/16</b>
84		SRS13.1	Spec Measurements	5 days	Wed 4/6/16	Mon 4/11/16
85		SRS13.2	Shade and Style Check	2 days	Mon 4/11/16	Wed 4/13/16
86		SRS13.3	Stain Removing	2 days	Wed 4/13/16	Fri 4/15/16
87		SRS13.4	Alteration	3 days	Wed 4/13/16	Sat 4/16/16
88		SRS13.5	Garment Folding	3 days	Sat 4/16/16	Wed 4/20/16
89		SRS13.6	Tag hanging	2 days	Wed 4/20/16	Thu 4/21/16
90		SRS13.7	Price Ticket Attachment	2 days	Thu 4/21/16	Sat 4/23/16
91		SRS13.8	Barcode Pasting	2 days	Sat 4/23/16	Tue 4/26/16
92		SRS13.9	Garments Poly Bags	2 days	Tue 4/26/16	Thu 4/28/16
93		SRS13.10	Corton packing	3 days	Thu 4/28/16	Sat 4/30/16
94		SRS13.11	Carton Numbering	0.5 days	Sat 4/30/16	Mon 5/2/16
95		SRS13.12	Packing list Prepration	0.5 days	Mon 5/2/16	Mon 5/2/16
96		SRS13.13	Shipment Ready For Audit	0 days	Mon 1/4/16	Mon 1/4/16

Project: EPM On SRS Project  
Date: Sat 1/16/16

Task

Split

Milestone

Summary

Project Summary

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

Finish-only

External Tasks

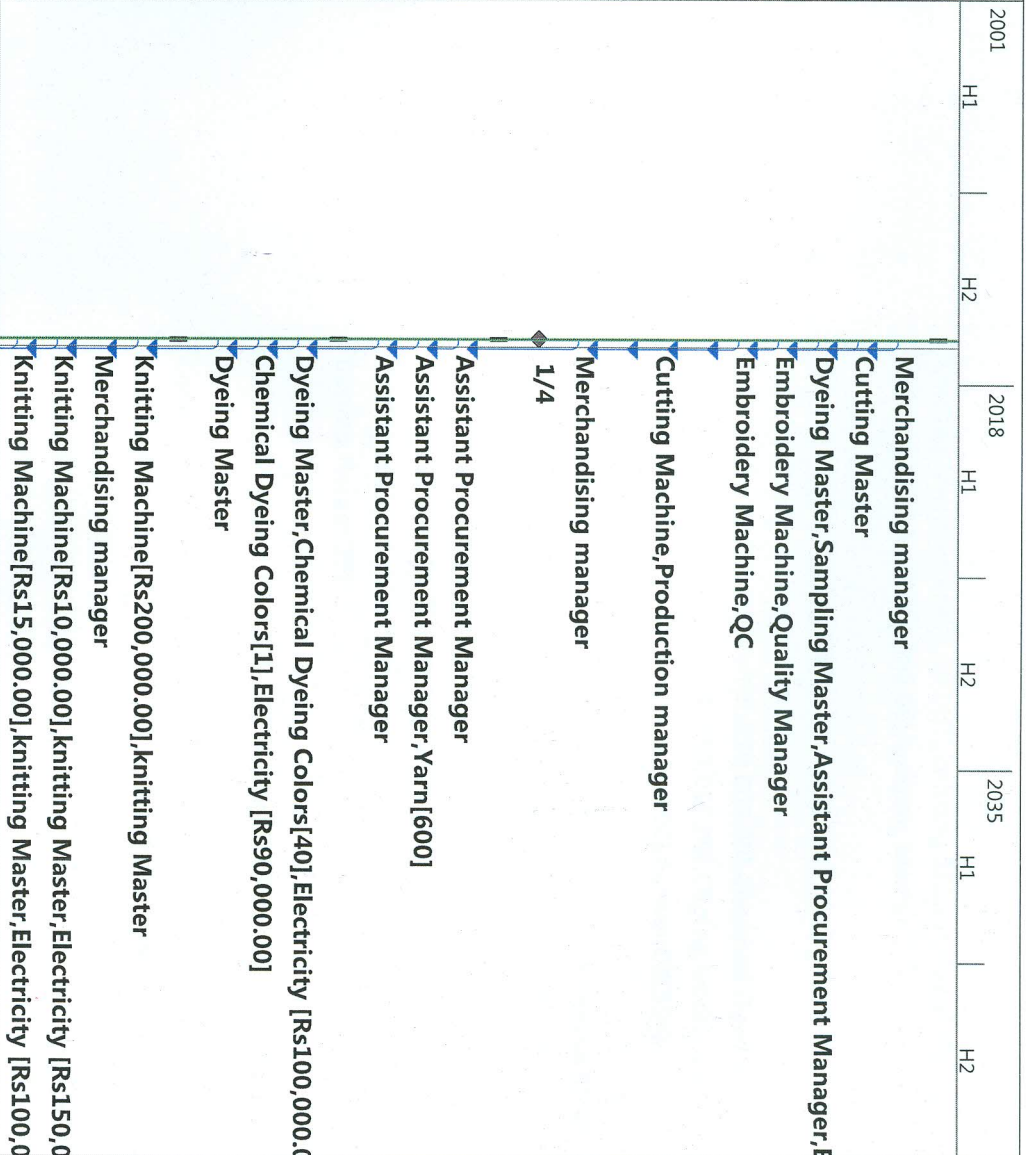
External Milestone

Deadline

Progress

Manual Progress

Predecessors	Resource Names	Cost	2001	2018	2035
	Merchandising ma	<b>Rs19,600.00</b>	H1	H1	H2
	Cutting Master	Rs2,400.00			
2	Dyeing Master,San	Rs1,600.00			
2,3	Embroidery Machii	Rs6,400.00			
2,3,4	Embroidery Machii	Rs2,400.00			
5	Embroidery Machii	Rs2,000.00			
6	Cutting Machine,P	Rs0.00			
6	Merchandising ma	Rs2,400.00			
6	Merchandising ma	Rs0.00			
6	Merchandising ma	Rs2,400.00			
10	Assistant Procurer	<b>Rs15,004,800.00</b>			
13	Assistant Procurer	Rs1,200.00			
14	Assistant Procurer	Rs15,002,400.00			
15	Dyeing Master,Che	Rs1,200.00			
17	Chemical Dyeing C	<b>Rs565,400.00</b>			
18	Dyeing Master	Rs464,800.00			
19	Knitting Machine\F	Rs99,000.00			
21	Merchandising ma	Rs1,600.00			
21	Knitting Machine\F	Rs201,600.00			
21	Knitting Machine\F	Rs2,400.00			
21	Knitting Machine\F	Rs163,200.00			
21	Knitting Machine\F	Rs116,600.00			



Project: EPM On SRS Project  
Date: Sat 1/16/16

Task

- Split
- Milestone
- Summary
- Project Summary
- Inactive Task
- Inactive Milestone

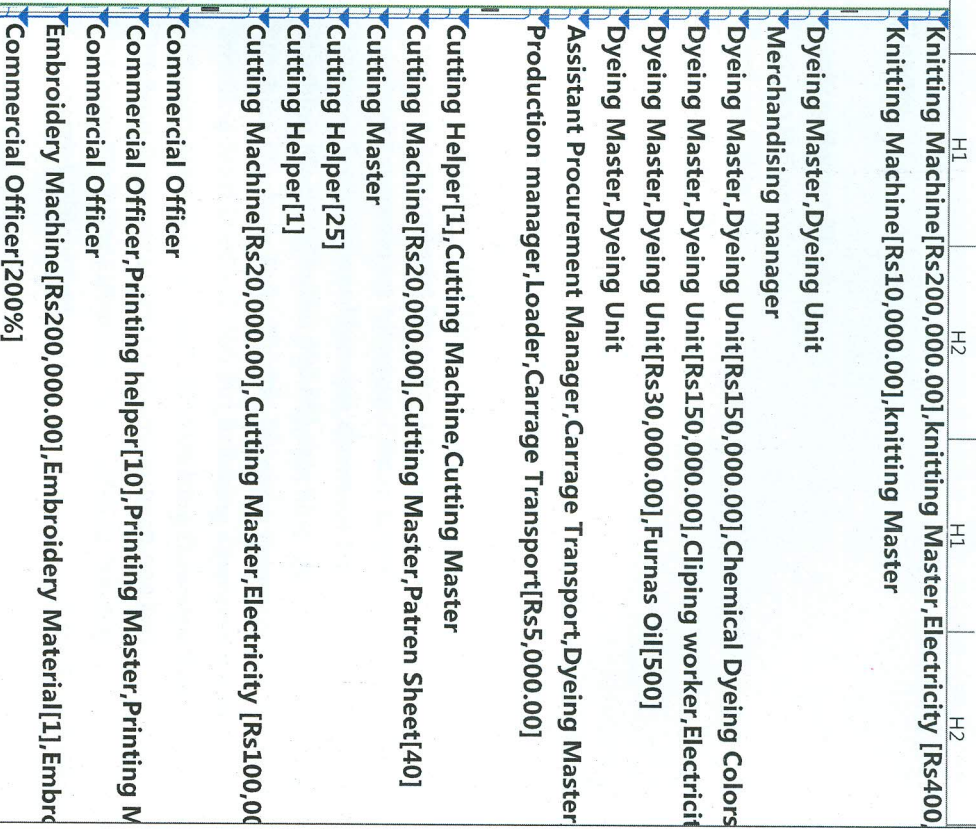
Inactive Summary

- Manual Task
- Duration-only
- Manual Summary Rollup
- Start-only
- Finish-only

External Tasks

- External Milestone
- Deadline
- Progress
- Manual Progress

Predecessors	Resource Names	Cost	2001	2018	2035
21	Knitting Machine[F	Rs604,800.00	H1	H1	H2
23,24,25	Knitting Machine[F	Rs13,200.00			
		<b>Rs942,700.00</b>			
26	Dyeing Master,Dye	Rs1,600.00			
28	Merchandising ma	Rs2,400.00			
29	Dyeing Master,Dye	Rs599,300.00			
30	Dyeing Master,Dye	Rs254,000.00			
31	Dyeing Master,Dye	Rs73,200.00			
32	Dyeing Master,Dye	Rs1,600.00			
33	Assistant Procuren	Rs2,800.00			
34	Production manag	Rs7,800.00			
		<b>Rs150,300.00</b>			
35	Cutting Helper[1],C	Rs1,700.00			
37	Cutting Machine[R	Rs22,800.00			
38	Cutting Master	Rs1,600.00			
39	Cutting Helper[25]	Rs2,500.00			
40	Cutting Helper[1]	Rs100.00			
41	Cutting Machine[R	Rs121,600.00			
		<b>Rs979,840.00</b>			
42	Commercial Office	Rs640.00			
44	Commercial Office	Rs267,400.00			
44	Commercial Office	Rs4,800.00			
44	Embroidery Machi	Rs702,400.00			
44	Commercial Office	Rs3,200.00			



Project: EPM On SRS Project  
Date: Sat 1/16/16

Task

Split

Milestone

Summary

Project Summary

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Start-only

Finish-only

External Tasks

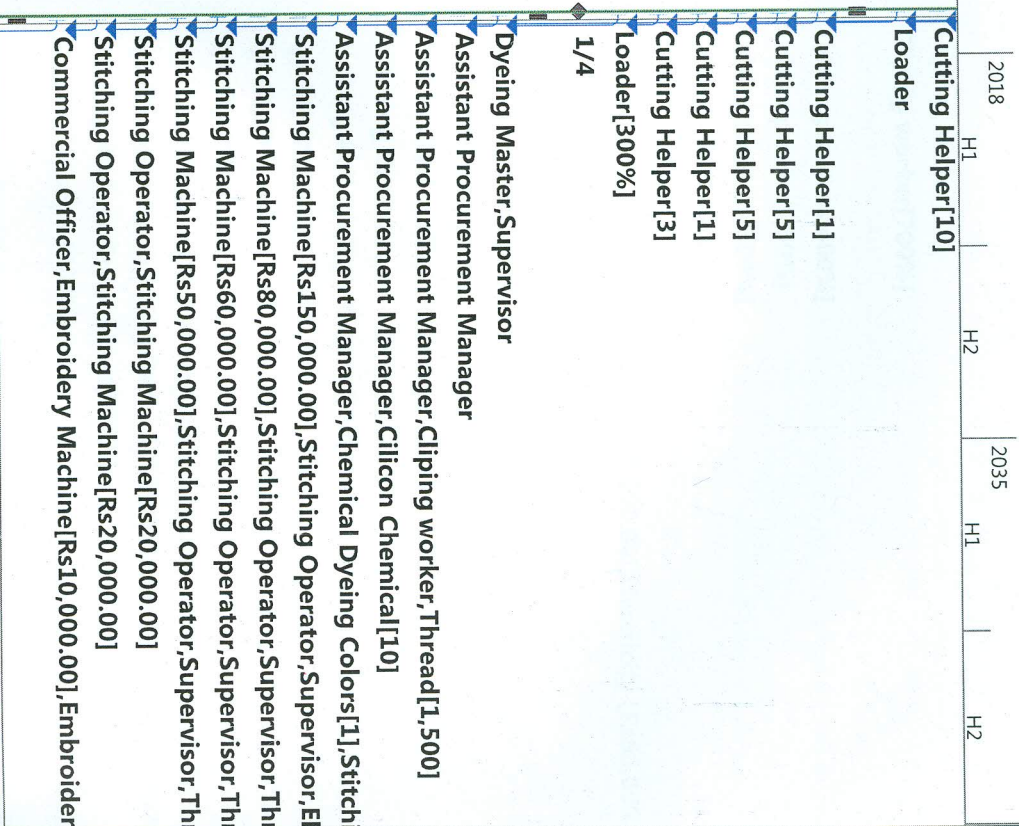
External Milestone

Deadline

Progress

Manual Progress

Predecessors	Resource Names	Cost	2001	2018	2035
42	Cutting Helper[10]	Rs1,000.00	H1	H1	H2
48	Loader	Rs400.00			
	<b>Commercial Office</b>	<b>Rs206,266.67</b>			
50	Cutting Helper[1]	Rs100.00			
52	Cutting Helper[5]	Rs500.00			
52,53	Cutting Helper[5]	Rs500.00			
54	Cutting Helper[1]	Rs100.00			
55	Cutting Helper[3]	Rs300.00			
56	Loader[300%]	Rs400.00			
		Rs0.00			
		<b>Rs816,600.00</b>			
57	Dyeing Master,Sup	Rs2,800.00			
60	Assistant Procurer	Rs1,200.00			
35	Assistant Procurer	Rs76,600.00			
35	Assistant Procurer	Rs2,700.00			
35	Assistant Procurer	Rs160,200.00			
64	Stitching Machine[	Rs202,000.00			
64	Stitching Machine[	Rs152,500.00			
64	Stitching Machine[	Rs82,500.00			
67	Stitching Machine[	Rs72,500.00			
68	Stitching Operator,	Rs23,200.00			
68	Stitching Operator,	Rs23,200.00			
70	Commercial Office	Rs17,200.00			
		<b>Rs1,600.00</b>			



Project: EPM On SRS Project  
Date: Sat 1/16/16

Task

Split

Milestone

Summary

Project Summary

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Start-only

Finish-only

External Tasks

External Milestone

Progress

Manual Progress

Predecessors	Resource Names	Cost	2001	2018	2035
71	Clipping worker	Rs1,200.00	H1	H1	H2
71,73	Clipping worker[700]	Rs400.00		H1	H2
		<b>Rs3,680.00</b>			
74	Lable operators[40]	Rs560.00			
76	Lable operators[50]	Rs560.00			
77	Lable operators[30]	Rs560.00			
78	Cutting Machine, Q	Rs2,000.00			
		<b>Rs81,600.00</b>			
79	Press Men[600%],S	Rs80,800.00			
81	Press Men[300%]	Rs800.00			
		<b>Rs745,800.00</b>			
82	QC,Quality Manag	Rs22,000.00			
82,84	QC,Quality Inspect	Rs5,600.00			
82,84,85	Packing And qualitt	Rs1,600.00			
82,84,85	Stitching Operator	Rs2,400.00			
87	Packing And qualitt	Rs4,800.00			
88	Quality Inspector	Rs1,600.00			
88,89	Quality Inspector	Rs1,600.00			
88,89,90	Quality Inspector	Rs1,600.00			
91	Assistant Procurer	Rs529,000.00			
92	Quality Inspector,F	Rs172,400.00			
93	Packing And qualitt	Rs800.00			
94	Quality Manager[2	Rs2,400.00			
		<b>Rs0.00</b>			

Clipping worker  
Clipping worker[700%]  
Lable operators[400%]  
Lable operators[50%]  
Lable operators[300%]  
Cutting Machine,QA  
Press Men[600%],Steam Boiler[Rs30,000.00],Electricity [Rs50,000.  
Press Men[300%]  
QC,Quality Manager  
QC,Quality Inspector  
Packing And quality workers  
Stitching Operator  
Packing And quality workers,Quality Inspector  
Quality Inspector  
Quality Inspector  
Quality Inspector  
Assistant Procurerment Manager,Quality Inspector,Poly Bag [105,0  
Quality Inspector,Packing Cartons[4,000],Packing Machine[Rs10,0  
Packing And quality workers[200%]  
Quality Manager[200%]  
1/4

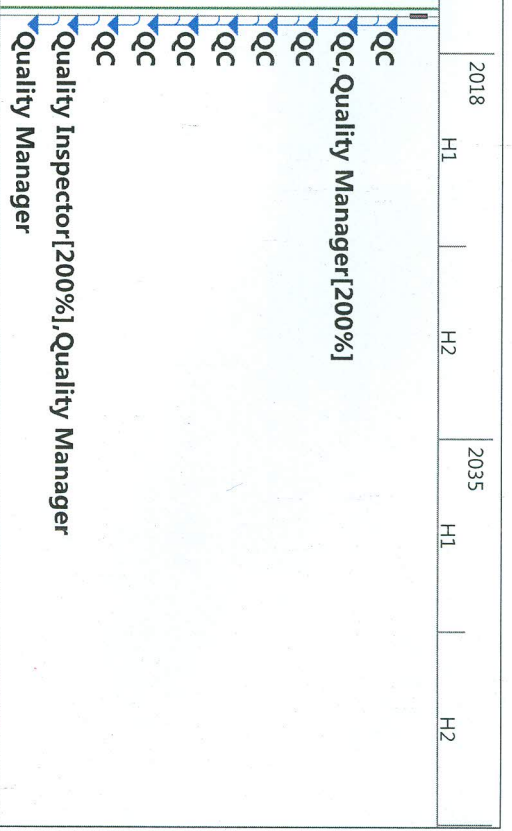
Project: EPM On SRS Project  
Date: Sat 1/16/16

Task  
Split  
Milestone  
Summary  
Project Summary  
Inactive Task  
Inactive Milestone

Inactive Summary  
Manual Task  
Duration-only  
Manual Summary Rollup  
Start-only  
Finish-only

External Tasks  
External Milestone  
Deadline  
Progress  
Manual Progress

Predecessors	Resource Names	Cost	2001	2018	2035
		<b>Rs24,000.00</b>	H1	H2	H1
95	QC	Rs2,000.00			
98,95	QC,Quality Manager	Rs4,400.00			
98,99,95	QC	Rs2,000.00			
98,99,100,95	QC	Rs2,000.00			
98,99,100,101	QC	Rs2,000.00			
98,99,100,101,102	QC	Rs2,000.00			
98,99,100,101,102	QC	Rs2,000.00			
104	QC	Rs2,000.00			
105	Quality Inspector[2	Rs3,200.00			
106	Quality Manager	Rs2,400.00			



Project: EPM On SRS Project  
Date: Sat 1/16/16

Task	Inactive Summary	External Tasks
Split		
Milestone		
Summary		
Project Summary		
Inactive Task		
Inactive Milestone		



# SRS Textile (Pvt.) Ltd.

January 14, 2016

**To whom it may concern**

We certified that Mr. **Tauseef ur Rehman** and Mr. **Waqas Nazir** as a Student of MS Project Management Bahria University with the approval of Director of the SRS Textile regularly visited to our office. They introduced the PMO in our organization and also create the awareness in our management they also gave valuable efforts and suggestion. They implemented framework of project management office to our company. We will further attain their consultancy for the implementation of Project management office near Future. We appreciate their efforts and having best wishes for both of them.

Chief Executive Officer

