Accounts Department Practices of Shamsher Knit Fashion Limited: An Internship Experience

Mehedi Hasan Sohag

This report is submitted to the school of Business and Economics, United International University as a partial requirement for the degree fulfillment of Bachelor of Business Administration

Accounts Department Practices of Shamsher Knit Fashion Limited: An Internship Experience

<u>SUBMITTED TO</u>

Dr. Khandoker Mahmudur Rahman

Professor

School of Business & Economics (SoBE)

United International University (UIU)

<u>SUBMITTED BY</u>

Mehedi Hasan Sohag

ID: 111 201 230

COURSE CODE: INT 4399

Major: Marketing

School of Business and Economics

United International University

DATE OF SUBMISSION: 27 February, 2025

Letter of transmittal

27 February, 2025

Dr. Khandoker Mahmudur Rahman
Professor
School of Business & Economics (SoBE)
United International University

Subject: **Submission of the Internship Report**

Dear Sir:

The "*Accounts Department Practices of Shamsher Knit Fashion Limited: An Internship Experience*" – the report is hereby submitted for your kind perusal. The largest benefit for me has been your instruction, which I truly appreciate. I followed your and my company's supervisor's guidance while writing this report.

The experience of working with Shamser Knit Fashions Limited has been incredible. I think the skills and information I picked up from my internship will help me greatly in my future professional endeavors. I sincerely hope you will look over this report and offer your wise comments. If my report gave you a better understanding of the problem and relevant information, I would be extremely happy.

Sincerely,

Mehedi Hasan Sohag
ID- 111 201 230
Program: BBA
Major: Marketing

Certification of Similarity Index

My supervisor was really supportive. I am delighted to present this report to you. This study examines how soft skills training affects the conduct and productivity of Shamser Knit Fashions Limited personnel. Prior to completing my paper, I knew very little about this topic. I genuinely hope that my boss will pardon me and allow me to continue researching this subject.

- Ensure the project holds significance
- Ensure the research is readable
- Maintain your support for the project
- Persistently work on the research project
- Give thanks for deeds of assistance
- Submitting a work of originality
- Timetables for responding to emails
- The expectations of the supervisor

In order to complete a project, I must be aware of the guidelines and customs, and tried my best to ensure originality according to UIU guidelines.

Declaration of the student

As the author of the project report "Accounts Department Practices of Shamsher Knit Fashion Limited: An Internship Experience", I, Mehedi, acknowledge my personal accountability. Before being used in the study, every piece of data in this report was gathered and examined. Every single fact in the study is accurate and pertinent. All information are included with proper authorization and approval. Furthermore, no content is shared or directly duplicated from another website without giving due credit to the original author.

Corporate Evidence

শমসের নীট ফ্যাশনস্ লিঃ

SHAMSER KNIT FASHIONS LTD.

11/11/2024

To,

Md. Mehedi Hasan Sohag

Subject: A Letter of Appointment.

Dear Mr. Sohag,

We are pleased to offer you, to join with Shamser Knit Fashions Ltd. On the following terms and **Condition:**

1 .Commencement of employment:

Your employment will be effective, as of 11 November, 2024. Your probationary period will be six month from your joining date.

2. Job Title:

Your job title will be "**Assistant Officer (Accounts)**" and you will report to Managing Director, Shamser Knit Fashions Ltd.

3. Salary :

Your salary and other benefits will be following structure:

Salary Structure:

Basic Salary:

House Rent Allowance:

Medical Allowance:

Transportation:

Food Allowance :

Gross Salary:

4. Leave/ Holidays :

4.1 You are entitled to casual leave 10 days. (After confirmation), Sick leave 14 days

The company shall notify a list of declared of festivals leaves in the beginning of each year.

5. Termination and Retirement:

5.1 Your appointment can be terminated / by the company, without any reason, by giving you a one month prior notices. You can also retire from the job by giving a one month prior notice.

5.2 On the termination/ end of your employment for whatever reason, you will return to the company all property, documents and paper and confidential information, in your possession or under your control relating to your employment.

6. Acceptance of our offer:

Please confirm your acceptance of this contract of Employment by signing and returning the duplicate copy.

We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

Managing director

Head Office : Shamser Plaza, Ganakbari, Ashulia, Savar, Dhaka, Bangladesh. Phone : 224498282

Factory : Sreepur Stand, Ganakbari, Ashulia, Savar, Dhaka, Bangladesh.

E-mail : skfl2010@gmail.com, Website : www.shamserknitfashionsltd.com

Certified : BCI Sedex

Acknowledgement

First and foremost, I would want to express my gratitude to Almighty Allah for providing me with the strength and capacity to complete all the BBA courses and for allowing me to submit my report on time. This publication is the result of a great deal of research and work that took up the entire attention of multiple persons. Without their direction, assistance, cooperation, and navigations, this report would not have been possible.

I express my gratitude to all those who helped with the compilation of this report. For his assistance with my internship report from the start, I would especially want to thank Dr. Khandoker Mahmudur Rahman, Professor, Department of School of Business & Economics (SoBE), my supervisor at United International University (UIU). As I was writing my report, I received frequent guidance and comments from my esteemed supervisor. This report would not have been possible without his help.

Additionally, I would want to express my gratitude to my entire team at Shamser Knit Fashions Limited for assisting me in completely understanding the impact that soft skills training has on employee behavior and productivity. Their collaboration and encouragement in providing me with this chance, as well as their ongoing support and encouragement in helping me to produce a high-caliber report.

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List of Abbreviation

BBA	Bachelor of Business Administration
RMG	Ready-Made Garments
BL	Balance
LTD	Limited
CO	Code Number/Stamp Number
Conv.	Conveyance Bill
Misc	Miscellaneous cost
REX	One kind of cost in knit garments.
PK	Pique Textiles
ISO	International Organization for Standardization
CA	Chartered Accountant
OBL	One Bank Limited PLC
PBL	Prime Bank Limited PLC
OD	Overdrawn balance
SND	Special Notice Deposit
LC	Letter of Credit

Executive Summary

The practice of the accounts department of Shamser Knit Fashions Limited is the focus of this study. Shamser Knit Fashions Limited has a strong and effective account department. Therefore, it's a great notion to assess Shamser Knit Fashions Limited's accounts sector and relate it to advertising. The performance of the company's accounting records, its significance to the organization, and its contribution to the business are all clearly depicted in this report. Three months is a reasonable amount of time to become familiar with every detail of the accounts department. However, I made every effort to study as much as I could.

The learning section covers records of various accounts relating to data. The study's key topics include cash book reservations, various crucial documents pertaining to two bank accounts, establishing a pay sheet, a conveyance bill and requisition, visiting a CA firm, and assessing the marketing department.

I can therefore clearly link the problem, its effect on the performance of key accounts, and Shamser Knit Fashions Limited's standard financing process. I completed a 90-day internship at Shamser Knit Fashions Limited and did my best to assess the company's accounting performance.

Chapter-1

INTRODUCTION

I.1: INTRODUCTION

An essential component of the BBA program is the internship. Since I'm a BBA student, I need to improve my understanding and skills to compete in the future. If theory isn't applied to actual circumstances, it will be pointless. Realistic perspective is therefore a positive development in a work environment. In this sense, three months of practical exposure and practical delight are among the most crucial components of a four-year BBA curriculum. The current record in this case attempts to read the experiences of realistic orientation related to an appraisal of Shamser Knit Fashions Limited.

I.2: ORIGIN OF THE STUDY

This report was created as a component of the internship required for United International University's Bachelor of Business Administration (BBA) program. A 12-week internship program is required of all students. An internship's primary goals are to provide students with real-world job experience and the opportunity to put their academic concepts into practice. Students are assigned to actual businesses, organizations, research centers, and development projects. Thus, after completing a 12-week organizational attachment at Shamser Knit Fashions Limited, this study was completed.

I.3: OBJECTIVES OF THE STUDY

The study attempts to differentiate between theoretical and practical knowledge and establish how an organization uses theoretical approaches in the field. This study will use employee interviews to gain a better understanding of the importance and details of RMG activities in order to make some findings and provide recommendations for enhancing these areas and boosting the efficacy of RMG operations for the company.

My main objective is to complete the BBA program at United International University.

I.4: SCOPE OF THE STUDY

The study's scope has been limits to evaluating Shamser Knit Fashions Limited's marketing and financial performance. However, I made an effort to incorporate a number of organizational elements to support the analysis and assessment of credit performance. I truly collaborated with the relevant organization's management in each department where I wished to gather data.

I.5: METHODOLOGY

Methodology is a major component of this study. It has been constructed in a very particular way to guarantee that the goals of the study are fulfilled. Every piece of data included in this study came from primary and secondary sources. The information is arranged, calculated and arranged in a reasonably methodical manner. To carry out these studies, both qualitative and quantitative knowledge were used. The following procedure was used in the organization of this report. The two procedures that are used to gather data are as follows:

Primary data:

1. Verbal communication in person with all staff and officer of the company.
2. Customer consultation
3. Hands-on job experience from various areas within the organization.

Secondary Data:

I gathered information from several websites, especially those run by Shamser Knit Fashions Limited. I also gathered information from a few other places, such as:

- **Data collection method**

I gathered all of the information I needed for my research by consulting primary and secondary sources. The information also obtained from the company's brochure and leaflet.

- **Data collection process (flow chart showed on the next page)**

Figure 1: Data Collection process

For the most part, I watched employees at work and questioned them while I prepared my report. Finally, in order to prepare my internship report, I have examined all of the data.

I.6: LIMITATIONS OF THE STUDY

Several problems made the study difficult. Here are a few limitations:

Limited sources of data:

I. For security reasons, organizations with specific levels of confidentiality decide not to disclose all of the information.

II. They can't always provide information because to their hectic work schedules.

III. Completing this report was challenging due to the volume of work needed throughout the internship program.

IV. The report's preparation had a deadline as well.

Chapter 2: COMPANY & INDUSTRY ANALYSIS

2.1: Company Overview

Shamser Knit Fashions Limited, a 100% export-oriented knit garments factory located at Sreepur stand, Ganakbari, Savar, Dhaka, Bangladesh, is a private limited company registered in 2005. The facility, which is 60,000 square feet in size and has cutting, sewing, finishing, knitting, and office areas, is furnished with contemporary machinery. Under the direction of Chairman/Managing Director Md. Harun or Rashid and Directors Md. Imran Hossain (Marketing) and Md. Tipu Sultan, the company employs 1070 people and runs 14 production lines with 345 equipment. With a daily manufacturing capacity of 18,000 t-shirts, 5,200 polo shirts, and 2,500 undergarments, they manufacture a variety of knitwear, such as t-shirts, polo shirts, tank tops, sweatshirts, shorts, underwear, long pants, and polar fleece. (Stand et al., 2005)

Their lead time is 70-80 days upon order confirmation. Shamser Knit Fashions Limited banks with Prime Bank Limited, Ganakbari Branch (Account No. 12431030003169, SWIFT: PRBLBDDH014). Commercial Manager Md. Fazlul Haque and Marketing & Merchandising Managers Md. Masud Rana (Liton) and Saiful Islam (Dolan) are important staff members. The facility has three inspection rooms, a buyer's conference room, a well-equipped sample section, emergency exit signboards, first aid boxes, a dedicated medical facility with an MBBS doctor on staff, accident logbook maintenance, emergency medical procedures, fire extinguishers, emergency contact numbers displayed, and regular fire drills with a logbook kept up to date. Additionally, the business makes it clear that it does not use child labor. Shamser Knit Fashions Limited. is aware of its clients' needs and offers them distinctive solutions. in order to fulfill its objective of being one of the top producers of ready-made knit apparel that is exclusively focused on exports. It is imperative that we consistently meet the quality, performance, and timeliness demands of our clients. The cost of the products and services This process was used when making fabric and ready-to-wear clothing. The global excellence of Shamser Knit Fashion's products guarantees constant product quality. This activity allows for the timely and efficient fulfillment of customer requirements. Another significant step in the business's ongoing development was the undertaking to create all ready-made garments. It is therefore accurate to say that Shamser Knit Fashions Limited. has rapidly emerged as a prominent force in the producing industry.

2.2: Mission

1. Commercially valuable innovative research.
2. Kindness to every worker.
3. Outstanding quality.
4. Both market awareness and customer satisfaction are crucial.
5. Making our business more profitable.
6. Innovative technology and goods.

2.3: Vision

The vision of Shamser Knit Fashions Limited is to improve people's lives by offering premium goods at affordable prices, even in the most remote regions of the globe. Since its founding in 2001, Shamser Knit Fashions Limited has been putting in a lot of effort to make sure that massive amounts of clothing are exported. (*Shamser Knit Fashion Ltd - Company Information, Competitors, News & FAQs*, n.d.)

2.4: Organizational Structure

The factory director is a member of the factory management body. Q.C. manager, production manager, and other support personnel from other categories. Actually, the factory director is in charge of overseeing the entire operation. The managing director of Shamser Knit Fashions Limited. is in charge of the factory. The chairman and other directors are in charge of SHAMSER KNIT FASHIONS LTD. employees' training and development in order to improve their capacity for job performance. (*Factory Profile: Shamser Knit Fashions LTD* | *PDF*, n.d.) He is working for this company as a policy paining employee. This is the organizational structure:

Figure 2: Organizational Structure

2.5: Portfolio

2.5.1: Core Values

- **Modern Facilities:** We are able to maintain high production efficiency and quality standards since our factory is outfitted with state-of-the-art machinery and technology.
- **Experienced Staff:** Every garment is expertly crafted and meticulously attended to by our talented and committed team of specialists.
- **Broad Product Selection:** We provide a wide selection of knitwear items, such as tank tops, polo shirts, T-shirts, sweatshirts, shorts, underwear, and more.
- **Quality Assurance:** We make sure that our clothing satisfies international standards by following strict quality control procedures all the way through the production process.
- **On-time Delivery:** We aim to deliver orders on time, every time, because we recognize how important it is to fulfill deadlines.
- **Ethical processes:** We uphold a secure and equitable workplace for our workers and are dedicated to ethical manufacturing processes.

2.5.2: Production

- **Knitting Section:** The industrial facility can produce 4500 kg per day. There are currently eight collar machines and 27 knitting machines in use. With Taiwan-sourced knitting equipment, the company has advanced knitting skills, demonstrating its emphasis on quality and innovation.

Types of Machines:

*** Falmac Single Jersey:** Used to knit single-layer fabrics.

*** PK:** Used to create textured pique textiles.

*** Lacoste:** Probably for creating the durable Lacoste knit fabrics.

*** Haring Bone:** Used to make knits with a herringbone pattern.

*** Honey Comb:** Used to create fabrics with a honeycomb texture.

The machine's origin is Taiwan, which is renowned for its proficiency in textile machinery.

*** Machine Brands:** Known for their dependability and efficiency, Fukahama and Pai-lung Circular Knitting Machines.

*** Type of Machines:** Flat Knitting Machines, which provide a range of knitwear production options.

Figure 3: Knitting Section

- **<u>Cutting Section:</u>** A suite of cutting-edge technologies powers this facility's impressive 22,000 pieces per day production capabilities. The accuracy of Winda CAD software and the productivity of an Obeli Spider machine improve the manufacturing process. Five cutting tables provide additional support for the operation, guaranteeing a smooth workflow and optimizing output to satisfy daily production demands.

* Supervises the cutting operations and maintains quality control.

* Operates cutting machines and executes the cutting process.

* Lays out patterns on fabric for cutting, optimizing material usage.

* Assigns identification numbers to cut pieces for efficient assembly.

* Spreads fabric layers for cutting, ensuring proper alignment.

* Bundles cut pieces together for further processing.

Figure 4: Cutting Section

- **<u>Printing Section:</u>** With a daily manufacturing capacity of 25,000 pieces, this company is capable of producing large quantities. While five heat transfer machines allow for a variety of decorative possibilities and further improve production capacities, fourteen printing tables enable effective printing procedures.

Figure 5: Printing Section

- **<u>Sewing Section:</u>** The sewing section is a crucial part of the operation, maintaining a daily production capacity of 20,000 pieces. This impressive output is achieved through a substantial setup of 575 running machines, organized across 20 running lines, ensuring a smooth and efficient workflow within the sewing department.

* Oversees all manufacturing activities, guaranteeing efficient production flow.
* Assists the factory manager in managing day-to-day activities.

* Production managers and assistant managers in charge of particular production lines.

* Keeps an eye on the sewing floor and guarantees efficiency.

* Manages sewing staff and guarantees high-quality results.

* Runs sewing machines and puts clothes together.

* Helps operators with duties including thread supply and material handling.

* Ensures a seamless workflow by feeding materials into the sewing machines.

* Keeps an eye on quality during the sewing process.

* Examines completed clothing while it is being produced.

Figure 6: Sewing section

- **<u>Finishing Section:</u>** With 30 vacuum iron tables to guarantee a clean and polished finish, the finishing area is fully furnished to manage a high volume of clothing. A possible area for improvement to fully exploit the ironing capabilities is indicated by the finishing capacity, which is now at 20,000 pieces per day, despite the iron capacity of an astounding 25,000 pieces per day.

* Oversees the finishing division, making sure clothing satisfies final quality requirements.

* Coordinates with other departments and manages the final processes.

* Runs equipment and finishing machines.

* Helps pack completed clothing for delivery.

* Examines completed clothing for flaws.

* Irons clothes to get rid of wrinkles and get them ready for packing.

* Oversees the completion processes and guarantees effectiveness.

* Carefully folds clothing for packaging.

* Uses plastic bags to pack clothing.

* Assists with various finishing jobs.

* Manages tags and labels for completed clothing.

Figure 7: Finishing Section

2.5.3: Products

- T-shirts: Traditional and modern styles for kids, ladies, and men.
- Polo shirts: Cozy and fashionable choices for both formal and casual attire.
- Tank tops: Breathable and adaptable for hot climates.
- Sweatshirts: Warm and stylish for colder weather.
- Shorts: Ideal for daily wear, they're comfortable and functional.
- Underwear: Essential necessities for both men and women are underwear.

Figure 8: Different Type of Products of the Company

Socks: The company specializes in manufacturing a wide array of sock types, catering to various needs and preferences:

Traditional Styles:

* Plain Socks: Comfortable and basic everyday requirements Jacquard Socks: These socks add a sophisticated touch with their elaborate patterns and designs.

Sports & Activewear:

* Sports Long Football Socks: Made for high-performance sports.

* Terry Socks: Offers absorbency and cushioning for athletic activities.

Casual & Everyday:

* Three-quarter Jacquard Plain Socks: Stylish designs and a versatile length.

* Ankle Short Socks: Perfect for casual attire and warmer climates.

Specialty & Comfort:

* Tights: Providing complete leg covering and warmth.

* Invisible No Show Socks: Designed to stay hidden in shoes for a streamlined appearance.

Figure 9: Socks Products of the Company

2.5.4: Social Compliance

Shamser Knit Fashions Limited is committed to maintaining the highest standards of social compliance within its operations. This portfolio showcases the various measures implemented to ensure a safe, healthy, and ethical work environment for all employees.

The company's social compliance program focuses on the following key areas:

- Health and Safety: Protecting the physical and mental well-being of employees through comprehensive safety measures and health programs.
- Fire Safety: Implementing robust fire prevention and protection systems to minimize risks and ensure swift emergency response.
- Medical Facilities: Providing accessible and quality medical services to employees, including first aid and access to a qualified medical professional.
- Ethical Labor Practices: Adhering to fair labor standards, including the prohibition of child labor.

1. Health and Safety:

* Training: Regular training programs on First Aid and general health and safety are conducted for all employees.

Figure 10: Training on First Aid

* Infrastructure: Dedicated Boiler Operator Room and Electricity Control Room managed by trained personnel.

* Emergency Preparedness: Established Emergency Medical Procedures and readily available Emergency Telephone Numbers for fire and hospital services.

* Accident Tracking: Maintained Accident Logbook for recording and analyzing workplace incidents to prevent future occurrences.

2. Fire Safety:

* Protection Systems: Installed comprehensive Fire Protection Systems throughout the facility.

Figure 11: Fire Protection System

* Equipment: Fire Extinguishers are strategically placed and regularly inspected.

* Drills: Regular Fire Drills are conducted, and records are maintained in the Fire Drill Logbook.

* Signage: Clearly marked Emergency Exit Signboards ensure easy evacuation in case of emergencies.

3. Medical Facil * First Aid: Readily available First Aid boxes are strategically placed across the facility.

* Medical Professional: An M.B.B.S. Doctor is appointed to provide medical services and treatment to employees.

4. Ethical Labor Practices:

* Child Labor Prohibition: Strictly prohibits child labor in any form, ensuring compliance with ethical labor standards. (*Factory Profile: Shamser Knit Fashions LTD | PDF*, n.d.)

2.5.5: Quality Control

Determine strict adherence to standards and regional regulatory requirements at every stage of sourcing and purchasing high-quality materials, production, quality assurance, and garment delivery. Make sure that every action is performed in compliance with a defined quality management system that satisfies worldwide ISO 9001 standards. Regular participation and training could help us keep expanding our human resources. In order to uphold the highest standards, customer satisfaction, human resource development, and business success, Shamser Knit Fashions Limited is committed to carrying out appropriate assessments, evaluations, and performance measurements of processes, business operations, and quality management systems.

2.5.6: Financial Records of The Company

- **Statement of Financial Position:**

Statement of Financial Position
As at 30 June 2024

	Notes	2024 Taka	2023 Taka
ASSETS			
Non-current Assets			
Property, plant and equipment	5	2,926,501	2,929,068
Current Assets			
Cash and cash equivalents	6	1,024,820	1,900,384
Total Assets		4,751,321	4,829,452
EQUITY AND LIABILITIES			
Equity			
Share capital	7	5,000,000	5,000,000
Retained earnings/ (Losses)		(277,429)	(241,462)
		4,722,571	4,758,538
Current Liabilities			
Liabilities for expense	8	28,750	70,914
Total Equity and Liabilities		4,751,321	4,829,452

Figure 12: Statement of Financial Position for June 30,2024

Shamser Knit Fashions Limited's Statement of Financial Position as of June 30, 2024. Important Points to Remember:

* Minor Decline in Total Assets: From Tk 4,829,452 in 2023 to Tk 4,751,321 in 2024, total assets have slightly declined. This raises the possibility of some asset categories being reduced.

Property, plant, and equipment, or non-current assets, had a very slight decline from Tk 2,929,068 in 2023 to Tk 2,926,501 in 2024. This can suggest a small amount of capital investment or even some depreciation.

* Current Assets (Cash and Cash Equivalents): From Tk 1,900,384 in 2023 to Tk 1,024,820 in 2024, there is a notable decline in cash and cash equivalents.

* Share Capital: Seems to have remained steady at Tk 5,000,000 across the two years.
* Retained Earnings/(Losses): This is where a notable shift has taken place. From Tk 241,462 in 2023 to Tk 277,429 in 2024, the cumulative deficit has grown. This suggests that the business has lost more money this fiscal year.
* Current Liabilities:
* Liabilities for expenses: Tk 28,750 in 2024 compared to Tk 70,914 in 2023. This is encouraging since it may indicate a reduction in short-term commitments or improved cost control.

Red flags can be seen in the Statement of Financial Position, especially the sharp decrease in cash and the growing losses. To fully comprehend Shamser Knit Fashions Limited's financial health, a closer look at the company's income statement, cash flow statement, and auditor's report is necessary.

- **Statement of Profit or Loss and Other Comprehensive Income:**

Statement of Profit or Loss and Other Comprehensive Income
For the year ended 30 June 2024

	Note	2024 Taka	2023 Taka
Sales		-	-
Cost of sales		-	-
Gross profit/(Loss)		-	-
Operating expenses			
Administrative expenses	9	(35,967)	(35,377)
Operating profit/(loss)		(35,967)	(35,377)
Non-operating income		-	-
Net profit/(Loss) before tax		(35,967)	(35,377)
Provision for income tax		-	-
Net profit/(Loss) after tax		(35,967)	(35,377)
Add: Other Comprehensive Income		-	-
Total comprehensive income		(35,967)	(35,377)

Figure 13: Statement of Profit or Loss and Other Comprehensive Income for June 30,2024

Statement of Profit or Loss and Other Comprehensive Income for SHAMSER KNIT FASHIONS LTD. for the year ended June 30, 2024.
* Zero Sales and Cost of Sales: The most notable aspect is that neither 2024 nor 2023 sales or cost of sales statistics have been released. This instantly calls into question how the business operates at these times.
* Consistent Net Loss: The company reports a net loss of Tk 35,967 in 2024, which is marginally higher than the Tk 35,377 loss in 2023.

* Operating Expenses Only: The only expense mentioned is "Administrative Expenses," which stayed largely constant, declining only slightly from Tk 35,377 in 2023 to Tk 35,967 in 2024.
* No Other Income or Expenses: No entries for non-operating income, income tax provision, or other comprehensive income are present, which is consistent with the balance sheet data showing growing accumulated losses. (*Shamser Knit Fashions Ltd.*, n.d.)

Shamser Knit Fashions Limited's Statement of Profit or Loss presents a troubling image. A significant operational and financial crisis is indicated by persistent losses coupled with a lack of sales.

Chapter 3: Internship Experience

3.1: Maintaining and Reporting Accounting Records

- Keeping current and accurate accounting records, such as inventory records, accounts payable and receivable, and general ledgers.
- Creating and evaluating financial statements, including cash flow, balance, and income statements.
- Producing frequent reports for supervisors to review on budgets, variances, and financial results.

3.2: Responsibilities in Marketing Sector

- Developing and carrying out advertising campaigns.
- Taking care of social media profiles.
- Examining marketing data to gauge a campaign's success.
- Assisting the marketing team with administrative tasks.
- Helping in advertising while auditing CA farm. I had to bring a variety of documents and tax file documents to the audit firm. I made an effort to boost our company's advertising throughout this audit firm visit.

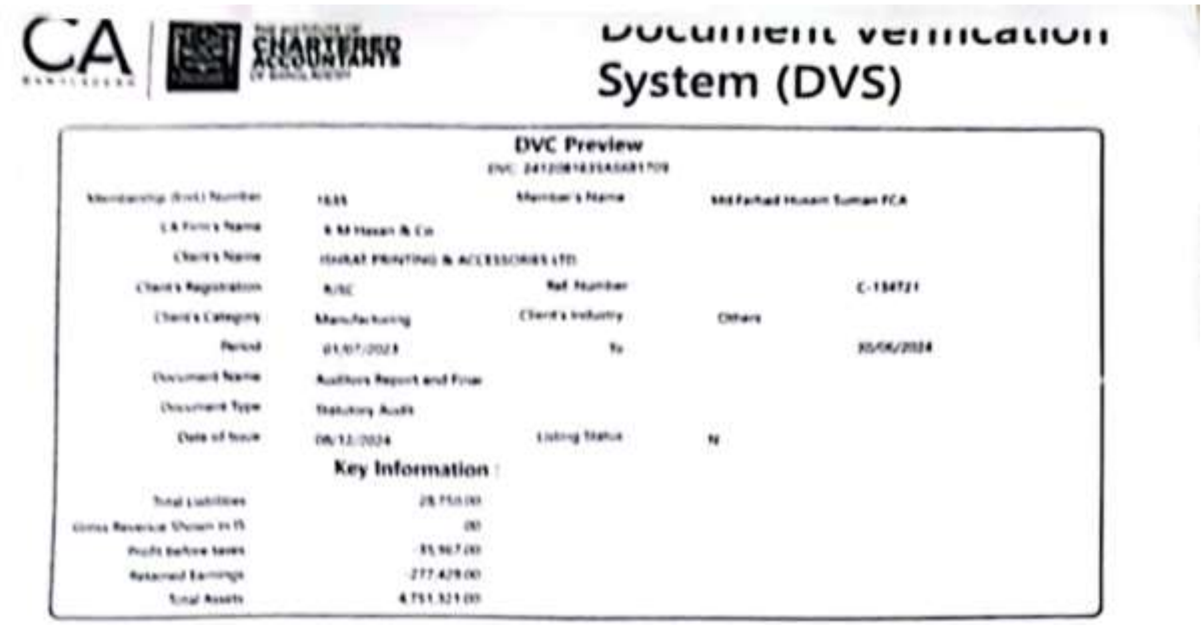

CA
Document Verification System (DVS)
DVC Preview
Key Information

Figure 14: CA Audit Visiting Document

3.3: Making Prime Bank & One Bank Statement for SND/OD Account with also Trial Balance

One Bank and Prime Bank are the two banks where our business has bank accounts. I therefore had to enter the transaction record in the Excel file exactly as it was. Additionally, a trial balance was constructed based on this assertion. With the money in our account, we have a statement of different transaction amounts; at the conclusion of the trial balance, the transactions ought to be equal. This trial balance statement also has to be made by myself.

Shamser Knit Fashions LTD.
Sreepur Stand, Ganakbari,
Ashulia, Savar, Dhaka.
Trial Balance (01.07.23 To 30.06.24)

OBL OD (0051020006706)

Date	Particulars	Dr.	Cr.
01.07.23	**Opening Balance**		-4,994,932.34
18.12.23	Cash Deposit		16,187,600.00
23.07.23	Cash Withdrawal	35,581,674.00	
30.05.24	Cheque Transfer	12,726,954.00	
24.09.23	Clearing inward	6,227,478.00	
03.08.23	clearing outward		2,000,000.00
27.08.23	Disbursement of new loan		32,000,000.00
28.12.23	GOVT Excise Duty-Loan	33,000.00	
[illegible]	Interest	421,659.85	
20.07.23	Loan installment	681,792.19	
20.08.23	Loan installment Payment	3,839,571.36	
29.02.24	Miscellaneous Charges	200.00	
03.08.23	outward clearing charge & VAT	60.00	
24.04.24	TRGS	5,000,000.00	7,500,000.00
04.02.24	RTGS Service Charge	200.00	
28.12.23	Stamp Charge	12,000.00	
31.08.23	Transfer Refin		770,000.00
28.12.23	TRGS	11,506,000.00	11,506,000.00
04.02.24	Vat ON RTGS Service Charge	30.00	
30.06.24	**Ending Balance**		11,061,951.74
		76,030,619.40	76,030,619.40

OBL OD (0051020006706)

Date	Description	Debit	Credit	Balance
01.07.23	**Opening Balance**			-4,994,932.34
09.07.23	Cheque Transfer	500,000.00		-5,494,932.34
10.07.23	clearing inward	337,000.00		-5,831,932.34
20.07.23	Loan installment	149,708.66		-5,981,641.00
20.07.23	Loan installment	39,737.73		-6,021,378.73
20.07.23	Loan installment	37,317.36		-6,058,696.09
20.07.23	Loan installment	152,659.89		-6,211,355.98
20.07.23	Cheque Transfer	500,000.00		-6,711,355.98
23.07.23	Cash Withdrawal	1,165,200.00		-7,876,355.98
[illegible]	Cash Withdrawal	211,000.00		-8,087,555.98
03.08.23	clearing outward		2,000,000.00	-6,087,555.98

Figure 15: OD Statement of One Bank Ltd.

PBL SND (2124316019285)				
Date	**Description**	**Debit**	**Credit**	**Balance**
01.07.23	**Opening Balance**			**3,974,692.98**
03.07.24	Swift Charges	300.00		3,974,392.98
03.07.24	Acceptance Commission	10,325.00		3,964,067.98
03.07.24	Cheque Withdrawal	362,500.00		3,601,567.98
03.07.24	Inward cheque - Dr	187,908.00		3,413,659.98
03.07.24	BTB LC Commission	285.00		3,413,374.98
03.07.24	Stationery Charges	450.00		3,412,924.98
03.07.24	Stamp in Hand	500.00		3,412,424.98
03.07.24	Swift Charges	1,500.00		3,410,924.98
03.07.24	Stationery Charges	450.00		3,410,474.98
03.07.24	Stamp in Hand	500.00		3,409,974.98
03.07.24	Swift Charge	1,500.00		3,408,474.98
03.07.24	BTB LC Commission	31,551.00		3,376,923.98
07.07.24	Stationary Charges	450.00		3,376,473.98
07.07.24	Stamp in Hand	500.00		3,375,973.98
07.07.24	Swift Charge	1,500.00		3,374,473.98
07.07.24	BTB LC Commission	13,275.00		3,361,198.98
07.07.24	Swift Charge	400.00		3,360,798.98
07.07.24	BTB LC Amnd Commission	750.00		3,360,048.98

Date	Description	Debit	Credit	Balance
30.07.23	Credit Report Charge	15,605.50		3,252.50
16.08.23	Credit Report Charge	1,697.25		967,602.14
16.08.23	Credit Report Charge	13,687.50		921,772.64
11.09.23	Credit Report Charge	17,710.00		1,758,487.05
20.09.23	Credit Report Charge	15,812.50		1,777,566.66
24.09.24	Credit Report Charge	13,750.00		905,983.66
17.10.23	Credit Report Charge	13,812.50		7,463,187.97
02.11.23	Credit Report Charge	13,875.00		2,648,470.54
06.02.24	Credit Report Charge	13,750.00		2,377,412.48
08.02.24	Credit Report Charge	17,710.00		24,707,568.91
13.2.24	Credit Report Charge		86,162.75	3,466,441.69
27.02.24	Credit Report Charge	13,750.00		2,013,773.79
		151,160	86,163	64,998
			64,998	

Figure 16: SND Statement of PBL

3.4: Revising and Updating Cash Book

This is a record of how much money employees and other departments take out of our business each day. In this case, I had to update the data every day and make revisions.

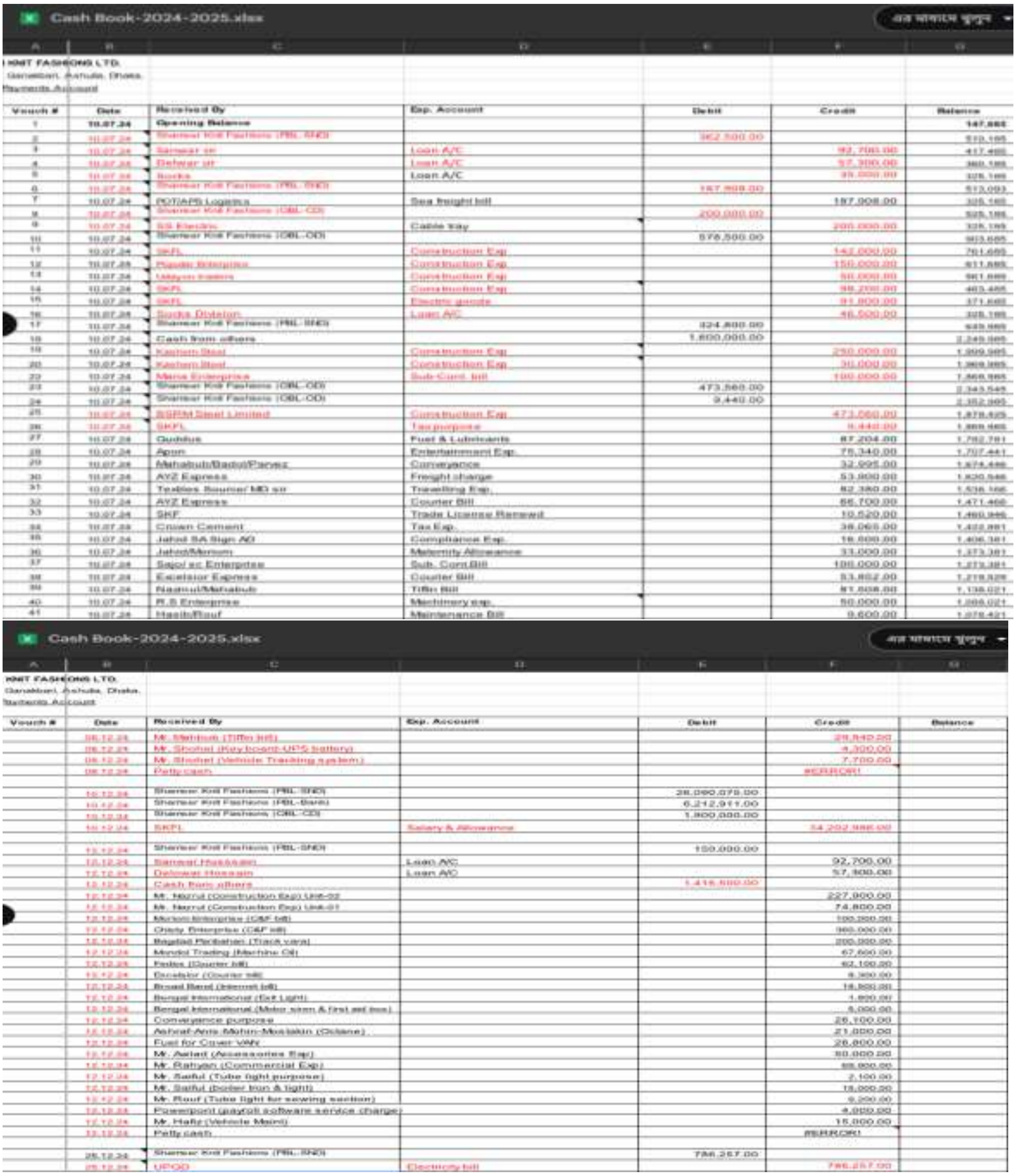


Figure 17: Cash Book of 2024-25

3.5: Creating Cheque Register File

This registration maintains track of the amount of money that is transferred to or taken out of any of our company's accounts on a daily or monthly basis. On occasion, I had to register this check and maintain a record in Excel.

Prime Bank					
SL No	Issue Date	P-Date	Cheque No	Particulars	Amount
1	19.09.24		1787691	SB Knit sub.cont bill ALTEX (maherul)	530,000.00
2	21.09.24	29.09.24	1787692	Buying Commisssion (Prince Sir)	891,000.00
3	22.09.24		1787693	Factory cash+constraction+party payment	957,500.00
4	23.09.24		1787694	Crystal insurance	75,615.00
5	24.09.24		1787695	REB-Electricty Bill	1,275,713.00
6	24.09.24		1787696	socks(REB Loan to Apparels)	165,242.00
7	24.09.24		1787697	Apparels loan to apparels	100,000.00
8	29.09.24		1787698	Factory cash	885,000.00
9	02.10.24		1787699	Shazid Enterprise Needle	616,900.00
10	02.10.24		1787700	shah Sharif sinker Exp	90,300.00
11	07.10.24		1787701	UPGD Electricity Bill (AUG24)	958,043.00
12	07.10.24		1787702	Factory Cash	1,188,840.00
13	14.10.24		1787703	FDE Freigat charge (AYZ EXP)	719,700.00
14	15.10.24		1787704	MD sir Business Development Purpose	68,000.00
15	03.11.24		1787705	Factory cash	770,400.00
16	04.11.24		1787706	constraction Exp	255,500.00
17	04.11.24		1787707	MD sir Police Tips	50,000.00
18	10.11.24		1787708	Salary (OCT 240	23,847,146.00
19	17.11.24		1787709	S.S Electric, Masud eable tray new Bill	100,000.00
20	18.11.24		1787710	Premeir cement khalilur traders (200 Bag)	97,000.00
21	24.11.24		1787711	Electricity bill	1,326,105.00
22	24.11.24	28.11.24	1787712	UPGD Electricity Bill	1,053,344.00
23	24.11.24		1787713	Factory Cash	508,200.00

One Bank (OD A/C)					
SL No	Issue Date	P-Date	Cheque No	Particulars	Amount
1	09.10.24		9421201	Salary Sep-24	4,450,000.00
2	09.10.24		9421202	Salary	5,000,000.00
3	04.11.24		9421203	TRP TO OBL-OD .A/C	4,339,000.00
4	04.12.24		9421204	Subuz & mobile	170,900.00
5	10.12.24		9421205	salary & wages Nov -24	1,900,000.00
6	10.12.24		9421206	Salary socks Didision loan	323,825.00
7	09.01.25		9421207	salary Dec 25	14,000,000.00

Figure 18: Cheque Register File for PBL & OBL

3.6: Making Commercial Expenses

These are the costs that the business incurs when shipping different types of commodities to the port. such as DHL ATC, insurance shipment costs, product shipping costs, and ship shipment costs. Our Commercial Expense Excel file was to contain all of these costs.

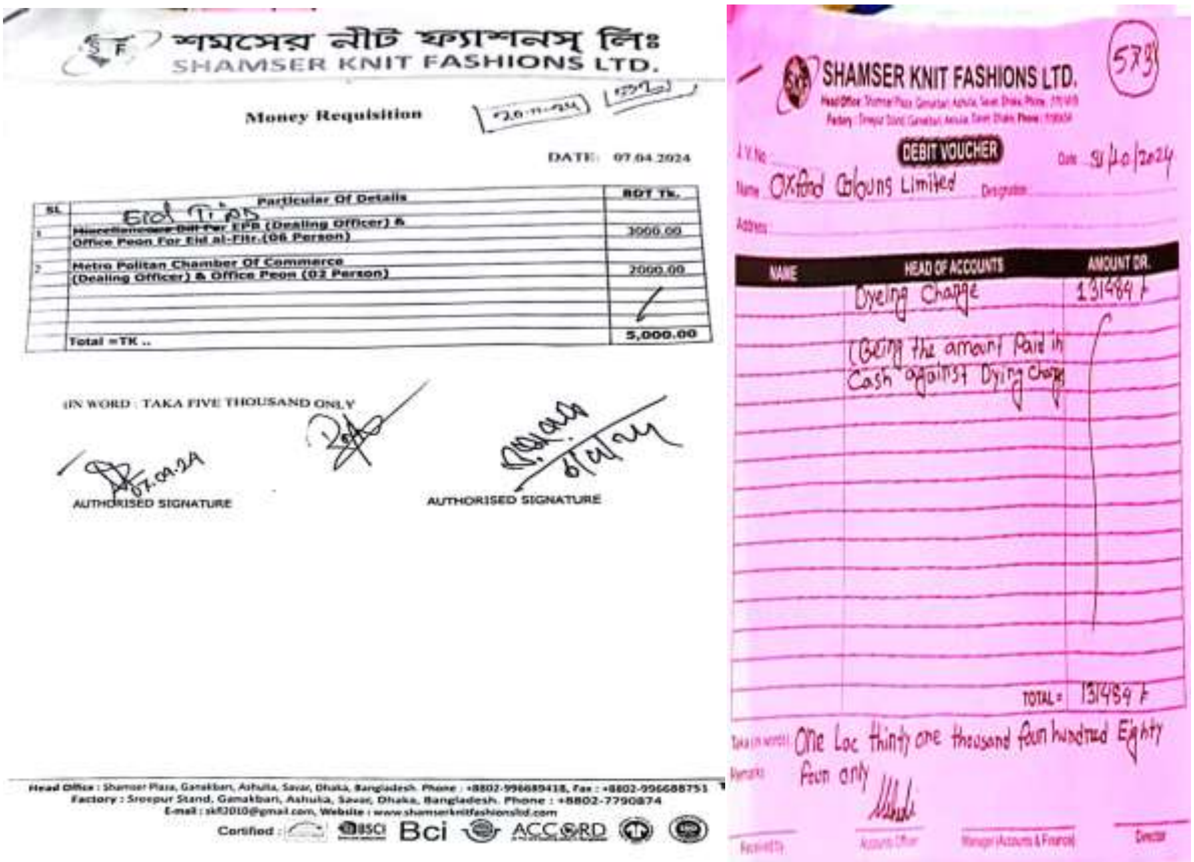
Date	voucher No	BL	CO	Stamp	conv	Ent	misc.	REX	Total
20.09.23	339	39,400.00	820.00	11,060.00	1,440.00	1,490.00	14,400.00		68,610.00
		24,220.00	7,560.00	11,440.00			10,660.00		53,880.00
20.11.24	592	38,290.00	1,700.00	27,000.00			17,500.00		
20.11.24	539	17,500.00	1,020.00	7,000.00	950.00		10,500.00		
30.09.23	385	15,200.00	640.00	4,000.00	1,675.00		1,740.00		23,255.00
		31,600.00	1,980.00					175,150.00	33,580.00
		26,850.00	6,520.00	11,980.00			5,000.00		50,350.00
20.11.24	594	30,900.00	1,020.00	8,000.00	1,780.00		4,200.00		45,900.00
20.11.24	595	25500.00	340.00	10000.00	2380.00				38,220.00
20.11.24	596	23800.00	1700.00	12000.00	1780.00	13280.00			52,560.00
20.11.24	597	24750.00	1020.00	12000.00	3030.00		5960.00		46,760.00
10.01.24	1019				420.00		1600.00		2,020.00
10.02.24	1531	13350.00	1040.00	8000.00	1490.00		5000.00		28,880.00
10.02.24	1532	44950.00	2720.00	14300.00	1960.00		5000.00		68,930.00
10.02.24	1533	12700.00	4280.00		1380.00				18,360.00
10.02.24	1534	29603.00	340.00	12000.00	1660.00		5000.00		48,603.00
10.02.24	1535	9650.00	680.00	8160.00	1140.00		22500.00		42,130.00
10.02.24	1536	8820.00		6000.00					14,820.00
20.02.24	1588	22660.00	680.00	17000.00	600.00				40,940.00
20.02.24	1589	28070.00	680.00	6000.00	2510.00		12790.00		50,050.00
20.02.24	1590	10950.00	340.00	13000.00	1260.00				25,550.00
20.02.24	1591	22940.00					4000.00		26,940.00
20.02.24	1592	24270.00	1200.00	13000.00					38,470.00
20.02.24	1593	27045.00	1700.00	19000.00			10500.00		58,245.00
		553,018.00	**37,980.00**	**230,940.00**	**25,455.00**	**14,770.00**	**136,350.00**	**175,150.00**	**877,053.00**

Figure 19: Commercial Expenses

According to the data supplied, 877,053.00 was spent in total across a number of expense categories, including BL, CO, Stamp, Conv, Ent, Misc, and REX. Individual entries from various dates and voucher numbers are added up to get this total.

3.7: Making Debit voucher

When a department, such as knitting, sewing, etc., needs funds, they submit a request, which must be approved by the director, sir. Following approval of the requisition letter, the department receives the funds via debit voucher. I was required to make this debit voucher and maintain the documentation.



শমসের নীট ফ্যাশনস্ লিঃ
SHAMSER KNIT FASHIONS LTD.

Money Requisition

DATE: 07.04.2024

SL	Particular Of Details	BDT TK.
1	Miscellaneous Bill For EPB (Dealing Officer) & Office Peon For Eid al-Fitr.(06 Person)	3000.00
2	Metro Politan Chamber Of Commerce (Dealing Officer) & Office Peon (02 Person)	2000.00
	Total =TK ..	5,000.00

(IN WORD : TAKA FIVE THOUSAND ONLY

AUTHORISED SIGNATURE

AUTHORISED SIGNATURE

Certified :

SHAMSER KNIT FASHIONS LTD.

DEBIT VOUCHER

Date: 31/10/2024

Name: Oxford Colours Limited

NAME	HEAD OF ACCOUNTS	AMOUNT DR.
	Dyeing Charge	131484/-
	(Being the amount Paid in Cash against Dying Charge)	
	TOTAL =	131484/-

Taka (in words): One Lac thirty one thousand four hundred Eighty Four only

Figure 20: Money Requisition & Debit Voucher

3.8: Making Conveyance Bill

I was required to create the company's conveyance bill. All of the costs that an employee incurred while visiting the audit firm were documented in this conveyance bill.

SHAMSER KNIT FASHIONS LTD.

CONVEYANCE BILL

Name: Mehedi Hasan Designation: Accounts officer

DATE	DESCRIPTION	TRANSPORT	RENT
10.12.24	Office to Technical	By Bus	60
	Technical to Bangla Moton	By Bus	40
	Lunch		200
	Bangla Moton to office	By Bus	100
Taka (in words):	Four Hundred only	TOTAL =	400

Mehedi hasan
Received by

Figure 21: Conveyance Bill

Mehedi Hasan's Conveyance Bill:

* Date: 10.12.24

* Position: Accounts Officer

* Total Cost: 400 Taka

Transportation Information:

* Technical to Bangla Motor: By Bus (40 Taka) * Office to Technical: By Bus (60 Taka)

* Lunch costs 200 taka.

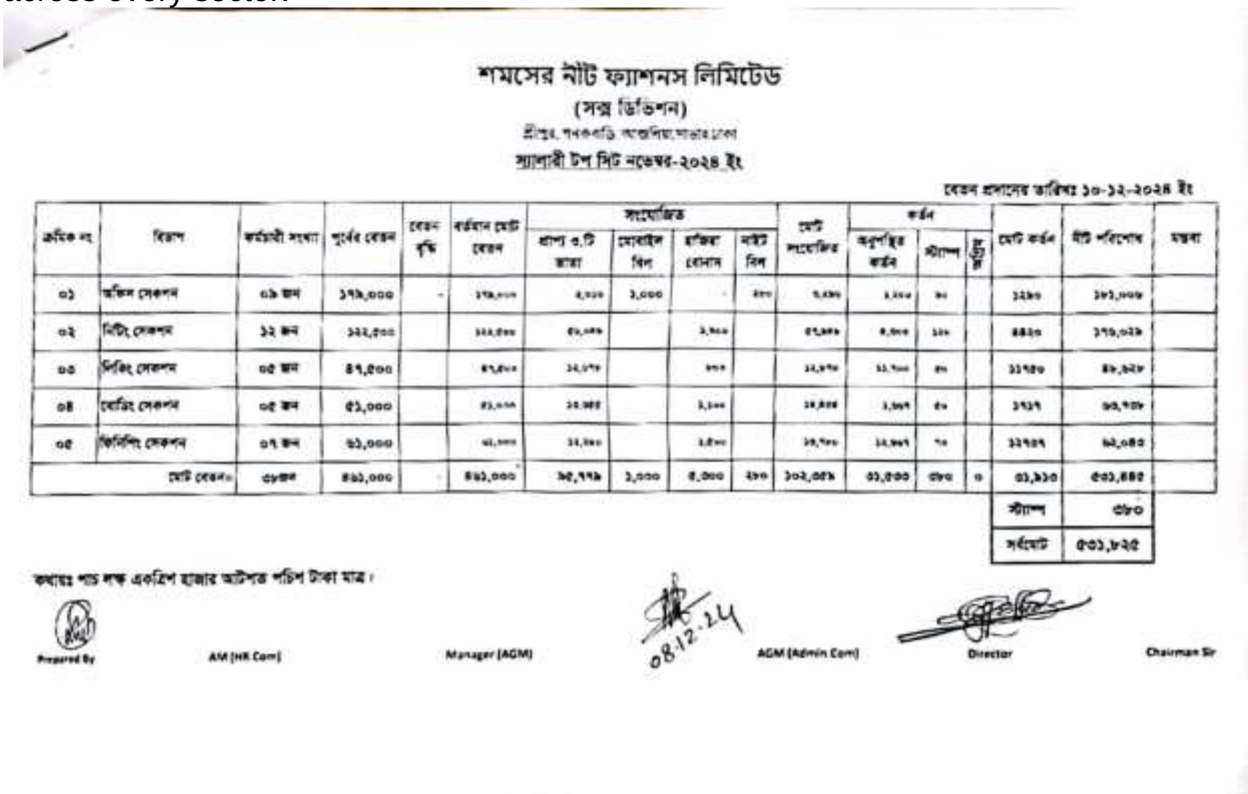
* By bus (100 taka) from Bangla Motor to office

Received by: Mehedi Hasan

Checked by: Manager (Accounts & Finance)

3.9: Making Salary sheet

Our business is divided into various departments, such as the knitting and cutting departments etc. This file contains salary and benefit records of every employee across every sector.



শমসের নীট ফ্যাশনস লিমিটেড

(সমগ্র ডিভিশন)

স্যালারী টপ সিট নভেম্বর-২০২৪ ইং

বেতন প্রদানের তারিখঃ ১০-১২-২০২৪ ইং

ক্রমিক নং	বিভাগ	কর্মচারী সংখ্যা	পূর্বের বেতন	বেতন বৃদ্ধি	বর্তমান মোট বেতন	সংযোজিত				মোট সংযোজিত	কর্তন			মোট কর্তন	নীট পরিশোধ	মন্তব্য
						খাদ্য ও টি ভাতা	মোবাইল বিল	হাজিরা বোনাস	নাইট বিল		অনুপস্থিত কর্তন	স্ট্যাম্প	[illegible]			
০১	অফিস সেকশন	০৯ জন	১৭৯,০০০	-	[illegible]	[illegible]	১,০০০	-	[illegible]	[illegible]	[illegible]	[illegible]		[illegible]	[illegible]	
০২	নিটিং সেকশন	১২ জন	১২২,৫০০		[illegible]	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]		[illegible]	[illegible]	
০৩	লিংকিং সেকশন	০৫ জন	৪৭,৫০০		[illegible]	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]		[illegible]	[illegible]	
০৪	বোর্ডিং সেকশন	০৫ জন	৫১,০০০		[illegible]	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]		[illegible]	[illegible]	
০৫	ফিনিশিং সেকশন	০৭ জন	৬১,০০০		[illegible]	[illegible]		[illegible]		[illegible]	[illegible]	[illegible]		[illegible]	[illegible]	
	মোট বেতন=	৩৮জন	৪৬১,০০০		৪৬১,০০০	[illegible]	১,০০০	৪,০০০	[illegible]	[illegible]	[illegible]	৩৮০	০	[illegible]	৫৩১,৪৪৫	
														স্ট্যাম্প	৩৮০	
														সর্বমোট	৫৩১,৮২৫	

কথায়ঃ পাঁচ লক্ষ একত্রিশ হাজার আটশত পঁচিশ টাকা মাত্র।

08.12.24

Prepared By | AM (HR Com) | Manager (AGM) | AGM (Admin Com) | Director | Chairman Sir

Figure 22: Salary Sheet

3.10: Making Back-to-Back LC Statement

I was required to document the statement every day. Statements are used in transactions when we purchase or sell a thing from a buyer. It is referred to as a "back-to-back" LC statement when a buyer purchases and sells a goods together.

		Prime Bank LTD					
Date	LC NO	Beneficiary	Expenses	UDS	Rate	BTD	H.S CODE
01.12.24	155324040485	DIVINE FABRICS LIMITED	DYEING	$ 10,000.00	120	1,200,000	6217.10
02.12.24	155324040486	S S DESIGN AND FASHION	ACCESSORIES	$ 3,001.00	120	360,120	6217.10
05.12.24	155324040489	BADSHA TEXTILES LTD	YARN	$ 7,792.50	120	935,100	5203.00
05.12.24	155324040490	BSB SPINNING MILLS LTD	YARN	$ 7,172.00	120	860,640	5207.10
09.12.24	155324040494	KAMAL YARN LIMITED	YARN	$ 18,500.00	120	2,220,000	5203.00
09.12.24	155324040495	EXTREME FIBER KNIT	ACCESSORIES	$ 2,500.00	120	300,000	6217.10
10.12.24	155324040496	A R KNITTING AND FABRIC	ACCESSORIES	$ 2,000.00	120	240,000	6217.10
10.12.24	155324040497	SIYAF ACCESSSORIES	ACCESSORIES	$ 9,303.00	120	1,116,360	6217.10
10.12.24	155324040498	RAK ACCESSORIES AND PACKAGING	ACCESSORIES	$ 2,050.00	120	246,000	6217.10
10.12.24	155324040499	GMS COMPOSITE KNITTING IND.LTD	ACCESSORIES	$ 998,341.00	120	119,800,920	3204.14
10.12.24	155324040500	APPARELS ACCESSORIES AND PRINTING	ACCESSORIES	$ 6,004.25	120	720,510	6217.10
11.12.24	155324040501	N.N CORPORATION	ACCESSORIES	$ 1,676.58	120	201,190	5810.10
11.12.24	155324040502	CHORKA TEXTILE LTD.	ACCESSORIES	$ 1,461.10	120	175,332	5401.10
11.12.24	155324040503	MULTI SOURCING ACCESSORIES	ACCESSORIES	$ 13,839.72	120	1,660,766	6217.10
11.12.24	155324040504	P.S ACCESSORIES INDUSTRIES LTD	ACCESSORIES	$ 9,175.00	120	1,101,000	6217.10
11.12.24	155324040505	ONE TEX INTERNATIONAL	ACCESSORIES	$ 42,137.26	120	5,056,471	3923.29
11.12.24	155324040506	N.N CORPORATION	ACCESSORIES	$ 8,833.22	120	1,059,986	5810.10
11.12.24	155324040507	ACCESSORIES VIEW LTD	ACCESSORIES	$ 26,946.00	120	3,233,520	6217.10
11.12.24	155324040508	CONSORT PARK LTD	ACCESSORIES	$ 26,250.40	120	3,150,048	6217.10
12.12.24	155324040509	YES BRAND	ACCESSORIES	$ 14,800.00	120	1,776,000	6217.10
12.12.24	155324040510	DAFFODIL DRY PROCESS	ACCESSORIES	$ 1,884.50	120	226,140	6217.10
12.12.24	155324040512	T AND T KNITWEAR	ACCESSORIES	$ 1,600.00	120	192,000	5212.13
12.12.24	155324040514	GMS COMPOSITE KNITTING IND.LTD	ACCESSORIES	$ 12,263.85	120	1,471,662	6005.39
12.12.24	155324040515	APPARELS ACCESSORIES AND PRINTING	ACCESSORIES	$ 40,002.64	120	4,800,317	6217.10
12.12.24	155324040517	ARIEN KNIT COMPOSITE LTD	DYEING	$ 30,000.00	120	3,600,000	6217.10
15.12.24	155324040518	ARIF KNITSPIN LIMITED	YARN	$ 52,720.00	120	6,326,400	5203.00
26.12.24	155324040529	NRG SPINNING MILLS LIMITED	YARN	$ 53,600.00	120	6,432,000	5206.12
26.12.24	155324040530	NRG SPINNING MILLS LIMITED	YARN	$ 14,182.50	120	1,701,900	5203.00
26.12.24	155324040527	ARIF KNITSPIN LIMITED	YARN	$ 269,237.50	120	32,308,500	5203.00
26.12.24	155324040528	AB.R-SPINNING MILLS LTD.	YARN	$ 35,500.00	120	4,260,000	5203.00
26.12.24	155324040531	AB.R-SPINNING MILLS LTD.	YARN	$ 7,720.00	120	926,400	5203.00
26.12.24	155324040532	TAMIJUDDIN TEXTTILE MILLS PLC	YARN	$ 16,437.50	120	1,972,500	5206.12

		ONE BANK LTD					
Date	LC NO	Beneficiary	Expenses	UDS	Rate	BTD	H.S CODE
01.12.24	1884240400274	ASIAN THREAD INDUSTRIES	ACCESSORIES	$ 2,904.00	120	348,480	5401.10
02.012.24	1884240400275	DAFFODIL DRY PROCESS	ACCESSORIES	$ 9,750.00	120	1,170,000	6217.10
09.12.24	1884240400278	ACTIVE PRINTERS AND ACCESSORIES	ACCESSORIES	$ 14,663.57	120	1,759,628	4819.10
09.12.24	1884240400279	MD INTERNATIONAL	ACCESSORIES	$ 19,431.00	120	2,331,720	6217.10
10.12.24	1884240400280	A.B.M PACKAGING AND ACCESSORIES	ACCESSORIES	$ 28,450.66	120	3,414,079	6217.10
10.12.24	1884240400281	AUTHENTIC ACCESSORIES INDUSTRIES	ACCESSORIES	$ 29,300.00	120	3,516,000	6217.10
11.12.24	1884240300100	ALLIANCE KNIT COMPOSITE LIMITED	ACCESSORIES	$ 9,000.00	120	1,080,000	6217.10
11.12.24	1884240300101	UTTARA KNITTING AND DYEING	DYEING	$ 10,000.00	120	1,200,000	6003.23
11.12.24	1884240300102	ALLIANCE KNIT COMPOSITE LIMITED	DYEING	$ 20,000.00	120	2,400,000	6217.10
11.12.24	1884240300103	ALLIANCE KNIT COMPOSITE LIMITED	DYEING	$ 13,000.00	120	1,560,000	6217.10
15.12.24	1884240400283	MAPS THREAD LTD	ACCESSORIES	$ 1,289.00	120	154,680	5401.10
15.12.24	1884240400284	EASY THREAD AND ACCESSORIES	ACCESSORIES	$ 5,051.75	120	606,210	6217.10
24.12.24	1884240400290	BSB SPINNING MILLS LTD	YARN	$ 13,516.50	120	1,621,980	5207.10
26.12.24	1884240400291	RMT TEXTTILE MILLS LTD	YARN	$ 8,867.50	120	1,064,100	5205.11
26.12.24	1884240400292	G.N COTTON SPINNING MILLS LTD.	YARN	$ 13,872.50	120	1,664,700	5203.00

Figure 23: Back-to-back LC Statement for PBL & OBL

Chapter 4: Analysis & Findings

4.1: SWOT Analysis

- Shamser Knit Fashions Limited's strengths.

  The Shamser Knit Fashions Limited is one of the top companies in the apparel industry due to their approach and advantages. Their strengths are as follows:

  - The crew at Shamser Knit Fashions Limited is highly qualified, experienced, and well-trained. These workers' contributions are helping this organization fulfill its objective.
  - Shamser Knit Fashions Limited has been providing services to the nation since 1995. It has consequently gained a substantial amount of experience in the clothing sector, which is now a source of strength for the business. (*3. Strengths-Weaknesses-Opportunities-Threats (SWOT) Analysis.* | *Download Table*, n.d.)

- Shamser Knit Fashions Limited's weaknesses.

  When compared to other multibillion-dollar companies, Shamser Knit Fashions Limited has a competitive edge. The Shamser Knit Fashions Limited actually has very few strategic weaknesses.

  - The decision-making process at Shamser Knit Fashions Limited is lengthy due to its wide chain of command.
  - There is a need for more seamless distribution sectors.

- Shamser Knit Fashions Limited's Opportunities.

  - The Shamser Knit Fashions Limited has plenty of space to grow because Bangladesh's apparel sector is growing rapidly.
  - Because of today's more complex and advanced technology, a new generation of items of export grade are now possible.

- Risks to Shamser Knit Fashion:

  - Electricity shortage
  - The possibility of new competitors
  - The company's suppliers' negotiating
  - The firm's customers' negotiating power
  - The delight of replacement goods
  - Regional rivals
  - Discontent in politics

4.2: PESTEL Analysis

- Technological Situation: One of the external factors that changes the fastest for every corporate organization is the state of technology. Starting and operating a business under these circumstances is quite risky. Technological improvements have changed the basic structure and management of enterprises. In terms of technology, Shamser Knit Fashions Limited is well-equipped and typically far ahead of the competitors in the apparel industry. To increase the efficacy and efficiency of its production processes, it regularly makes investments in its plant facilities. Because of this, SKFL is not particularly concerned about the technological developments of its rivals. Depending on their type, the technological aspects can be further separated into a few groups.
- Political Legal Condition: A company must abide by a number of national, state, and municipal laws as well as international ones, according to other parts of the political legal sector. The political situation doesn't really affect Shamser Knit Fashions Limited's business operations. There is now a political government in charge of Bangladesh. Before this administration took power, Bangladesh had long been going through unheard-of political turmoil.
- Political Unrest: Based on our evaluation of the current political unrest, we can say that it poses little risk. The decision-making process of Shamser Knit Fashions Limited may be significantly impacted by political unrest. Political upheaval has the ability to influence behavior and structure. A number of political problems have recently beset Shamser Knit Fashions Limited.
- Demographic Situation: A number of variables affect demographic conditions, including gender, age, family structure, income, geography, and educational attainment. The way these attributes develop informs the plans that managers create. (*Detailed PESTEL Analysis of Fashion Industry | EdrawMax Online*, n.d.)
- Socio-cultural Conditions: A society's values, beliefs, customs, practices, language, and forms comprise these environments. Since clients come

from these places, it is essential for all organizations. As these factors vary, so do customs and testing. Managers also need to change. Sociocultural inclinations can influence managerial decisions and behavior. For instance, Shamser Knit Fashions Limited must create new products if the market for its current line of goods declines or if illnesses are diagnosed. because a customer's interests and preferences have drastically changed. Additionally, Shamser Knit Fashions Limited contributes to a range of charitable endeavors that help marginalized populations. (*Shamsher Apparels Ltd. in Dhaka Dhaka Bangladesh | Apparel and Garments*, n.d.)

4.3: Porter's Five Forces Analysis

An industry's competitive forces can be identified and analyzed using Porter's Five Forces approach. It is used to evaluate an industry's attractiveness, comprehend its structure, and determine how to effectively compete in it. This is an examination of Shamser Knit Fashions Limited using Porter's Five Forces:

- Threat of New Entrants:
    - The Bangladeshi ready-made garment (RMG) market is dominated by well-known companies such as Shamser Knit Fashions Limited. However, because trained labor is readily available and smaller-scale companies require very little capital, entry barriers are minimal.
    - Although the government of Bangladesh has been supportive of the RMG industry, new entrants may face difficulties due to rules pertaining to safety, environmental compliance, and labor norms.
    - Although well-known brands like Shamser Knit Fashions Limited might have some degree of brand loyalty, this is typically not a significant influence in the RMG sector, where lead times and pricing are frequently the most important factors. (Mridha et al., 2022)
- Supplier Bargaining Power:
    - Raw materials including cotton, yarn, and dyes are essential to the RMG sector. Depending on the number of suppliers and the availability of alternatives, suppliers may have a moderate amount of bargaining leverage.

- One important input for RMG manufacturers is labor. The cost and availability of skilled labor might affect suppliers' (workers') bargaining leverage.
- Equipment and machinery suppliers might have some negotiating leverage, particularly when it comes to specialized or cutting-edge technologies.

➢ Buyers' Bargaining Power:

- International merchants and brands, as well as buyers of RMG products, are typically price-sensitive. They have a lot of negotiating leverage because of this.
- Due to their great concentration of purchasing power, big brands and retailers are able to bargain with manufacturers for advantageous conditions.
- Since buyers can readily source from other manufacturers in Bangladesh or other nations, switching costs are comparatively low.

➢ Threat of Substitute Products or Services:

- There are few alternatives to basic apparel, and the demand for clothing is comparatively steady.
- While the market for particular clothing kinds can be influenced by fashion fads, the demand for clothes as a whole stay largely stable.

➢ Rivalry Among Existing Competitors:

- With multiple manufacturers fighting for orders from foreign consumers, Bangladesh's RMG sector is extremely competitive.
- Because consumers are price sensitive, there is fierce price competition.
- In order to compete, manufacturers frequently concentrate on cost and efficiency, leaving little room for product differentiation. (*Mapped In Bangladesh*, n.d.)

Chapter 5: Recommendations & Conclusion

5.1: Recommendations

It can be advised to move forward in the future based on the findings. The following are the suggestions:

1. The business should work hard to increase liquidity. In terms of repaying debt obligations, a higher liquidity ratio suggests that your business has a wider margin of safety.

2. The payables payment timeframe has to be improved. The company should focus on extending the payables payment period from its accounts payables and decreasing the average collection day and inventory processing to enhance their operating cycle.

3. While Shamser Knit Fashions Limited's gross profit margin is down, the company's gross margin ratio is rising.

4. Having efficient cost management is essential. If they wish to increase their operational profit margin, they must control all of their operating expenses. (*Shamser Knit Fashions Limited.*, n.d.)

5. The net sales profit margin is decreasing. They should focus more on growing their sales if they wish to improve their net profit margin. The net profit margin will rise in tandem with an increase in sales. Over time, a successful business usually expands its clientele and earnings to balance out growing operating costs.

6. Because Shamser Knit Fashions Limited is a manufacturing company, they are able to incur more debt. The business will profit if they take out a loan because it will have to pay less in taxes.

7. Make an investment to establish a solid brand identity and a solid reputation for dependability and excellence.

8. To lessen dependence on a single product line, investigate alternative product categories or diversify into other market niches. (Stand et al., 2005)

9. Make an investment in cutting-edge equipment and software for inventory control, production scheduling, and design.

10. Examine how new technologies, such as automation or 3D printing, can be used in the manufacturing process.

11. Promote a supportive workplace environment that inspires inspiration and involvement from staff members.

12. Investigate novel materials, technologies, or procedures in partnership with other businesses or academic institutions.

13. Establish enduring bonds with clients by offering superior customer service and individualized attention.

14. Create a thorough marketing plan to connect with your target audience and boost sales.

15. Throughout the supply chain, guarantee ethical labor practices and environmental stewardship.

5.2: Conclusion

A well-known ready-made clothing factory in Bangladesh that solely concentrates on exports is Shamser Knit Fashions Limited. Over the past few years, the financial data of this company has been analyzed. Consequently, I have concluded that Shamser Knit Fashions Limited is a self-solvent business with a strong position in the apparel industry that produces high-quality goods for export. Their soluble and efficient nature is demonstrated by the majority of the ratio.

Like many clothing producers, Shamser Knit Fashions Limited. competes in a fast-paced, international industry. They must place a high priority on ongoing business improvement in order to prosper in this setting. The suggestions made, which center on market positioning, innovation, sustainability, operational effectiveness, and worker well-being, provide Shamser Knit Fashions Limited. a path to long-term growth and increased profitability. They can satisfy the needs of foreign purchasers and appeal to a growing market of environmentally concerned consumers by adopting sustainable methods. They will be able to lower costs, decrease lead times, and improve product quality by increasing operational efficiency through the use of lean manufacturing concepts, technology adoption, and skill development. (BGMEA | Member Details Shamser Knit Fashions Ltd., n.d.) In a competitive environment, they can draw in and keep consumers by fortifying their market position through product diversity, brand development, focused advertising, and first-rate customer relationship management. To keep ahead of trends and provide distinctive and appealing products, they should encourage innovation in design, materials, and technology. Putting employee well-being first through equitable pay, secure working conditions, and engagement programs will result in a motivated and effective team. By putting these suggestions into practice, Shamser Knit Fashions Limited. may set itself up for long-term success, guaranteeing its resilience, competitiveness, and favorable effects on its stakeholders and the environment. Prioritizing these suggestions according to their unique resources and context is crucial, as is creating a staged implementation strategy and routinely assessing results to make sure they are on course to meet their objectives.

Finally, I notified Shamser Knit Fashions Limited, a respectable company in the industrial sector of Bangladesh.

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