

**Internship Report**  
**On**  
**“Human Resource Management Practices in Torque Fashions Ltd.”**  
**(A study on Ashulia Factory, Savar)**

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The internship Report is submitted to the Department of English, Daffodil International University, for the partial fulfillment of Bachelor of Arts (BA) Degree in English.

## Declaration Of the Intern

I hereby declare that the Internship work entitled “**Human Resource Management Practices in Torque Fashions Ltd.**” submitted to the Department of English, Daffodil International University done by me under the supervision of, **Ms. Khairun Nahar**, Lecturer Department of English. I further declare that this Internship work is submitted in the partial fulfillment of the requirements for the award of the degree of Bachelor of Arts. The results embodied in this Report have not been submitted to any other University or Institute for the award of any degree or diploma or such other titles.



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## Supervisor's Certification

This is to certify that MST Nahida Akter is a student of BA (hons) program, student ID 191-10-414, Department of English, Daffodil International University, has successfully completed her internship program entitled 'Human Resource at Torque Fashion Limited under my supervision. I have found her sincere, hardworking and devoted to her duty while preparing the internship report under my supervision.



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Signature of the supervisor

## Acknowledgement

I am grateful to Almighty Allah who has given me the ability to complete this report. I have written on my practice of internship on Human Resource. I have learned many things since I assisted with employees and workers for my practice. They were very co-operating with me. So, I am thankful for that. I should thank to them. I pay thank to Liza Sharmin Maam, head of English Department to give support at internship process. I'm very thankful to my supervisor of my internship report MS. Khairun Nahar Maam, Lecturer, Department of English Daffodil International University. I pay honor to all my teachers for their contribute and support. I'm very thankful to my Department and my University to create opportunity. I am grateful for my internship place and all the employees. Specially I want to thank to HR manager Jahurul Islam Ranju. I am honored to work with them and other service during my internship period.

## Abstract

Bangladesh second largest readymade exporter country in the world. Garments sector plays a significant role in the development of the country. It has become the fast-growing industry at Bangladesh.

Torque Fashion Limited is one of the well developing industries at Bangladesh. Torque always tried their best to attract their customer. I tried to collect data and information from them. I tried to know about their products, talk with the workers of the garments, verifying about sufficient toilet, basic safety issue, electric safety issue, medical center help issue, part time working hours. though everyone was supported but I have faced many restrictions from them to collect their official information of the factory. I evaluate Torque Fashion Limited and made SWOT (strength, weakness, opportunity, threats) analyses so that there must have some benefit of the future scope.

Here in this report, I have tried to find out that is Torque Fashion Limited is perfectly HR requirement or not. From all the report, we have found satisfactory result.

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## **Chapter One**

### **Introduction**



## 1.1 Introduction<sup>[1]</sup>

Torque Fashion Limited is maintaining green industrial standard factory in Bangladesh. It is mainly requirement of European buyer company. Torque Fashion Limited is working on market which is growing at the success of readymade garments industry sector. Torque Fashions Ltd. is trying to compete in the global market to provide best quality woven products to the buyers and It's trying to achieve its desired goal.

Torque Fashions Ltd wants to prove it as a well-designed and well-established woven factory in Bangladesh, with skilled workers, breathing environment and relax working atmosphere. The Management of Torque Fashions Ltd believes that their main resource is their adaptable workforce.

It is situated at Ashulia area where many people have got work and employment which is really incredible. Most importantly Torque fashion limited maintain and follow the labor law Process. We know that the world's business condition is now in difficult situation but garments industry can help a lot in the crisis situation. Torque Fashion Limited can play a vital role by maintaining Bangladesh labor law and the buyer code of conducts by the help of HR and production work.

Therefore, the company's SWOT analyses shows that the strength of the company is the unity of the workers and the employees and their good communication with each other. Hence, they should produce more products at their industry for the business need and achieve the goals.

## **Chapter Two**

### **Background And Significance of The Project**

## 2.1. Significance of the project

As a part of Bachelor of Arts (B.A.) Degree in English from Daffodil International University, I have joined the Torque Fashion Limited under HR compliance and welfare as an intern. As a part of my internship, I have selected HR practice on Torque Fashion Limited.

The internship program and research have the following goals:

- To learn more about HR practice on Torque Fashion Limited
- To complete the requirement of Bachelor of Arts (B.A.) in English program.
- To gather knowledge about garments industry
- To maintain the workers by the help of labor law
- To gather knowledge to get information of the workers and learn responsibilities.
- To identify the problems and learn how to make solution.

## 2.2 Background

The Garments industry Starts as a readymade garment in Bangladesh in 1970s and in a very short time it has developed a lot in this country.

Garments industry is now playing an important role at export earnings and it has also developed people's earning. Women have great opportunity for their empowerment. Even when I started my internship at that sector, I was not so much confident about my work. But when I started my work, I felt very safe and comfortable at my work place. As a woman I can say that if I get opportunity do job in this industry, I will feel very comfortable work. Even I can connect this sector with my studies too. My studies will help to understand the international safety standard format, international low labor related idea, buyer demand or requirement as well as buyer core or conduct in English.

So, I can proudly say that my academic background will help me in this sector and me ahead of others.

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## **2.3 Objective Related with Studies**

### **2.3.1. General Objective**

HR sectors council all over the industry and the workers. It concerns about the fire safety, electric safety, building safety and the basic HR practice in Torque Fashion Limited.

### **2.3.2. Other's objective which follows the studies:**

- To deliver the overview of the present HR situation in Torque Fashion Limited.
- To gain knowledge about fire and safety which relatable with HR at Torque Fashion Limited.
- To know about motivation and communication importance at HR sector.
- To complete the SWOT analyses all over the HR at Torque fashion limited.

## **Chapter Three**

### **Methodology**

### 3.1 Methodology

I had interest on Human Resource sector, I tried to find out a place for my internship in an industry. I have chosen Torque Fashion Limited for my internship practice. My department gives chance to choose place where we want. I talked with my advisor and Liza Sharmin madam and shared my thought about my internship place.

I collect my concern and confirmation letter from my department. Then the HR manager of Torque Fashion Limited Methodology gave me a joining letter based on my application. After that I take guidelines from my Supervisor Ms Kairun Nahar ma'am, Lecturer, Department of English, Daffodil International University and she give me support that I needed to complete my internship report. I took many data from different sources.

I have divided my information in two categories.

- i. Primary Data
- ii. Secondary Data.

#### 3.1.1 Primary Data:

- Collected some data from the HR and compliance officers.
- Took some information from the workers
- Practically work at desktop many times.
- Talk with admin, HR officer face to face.
- Took interview of the management and workers.

#### 3.1.2 Secondary Data:

The sources of the collection of secondary data are from many websites, media stories, from many publications. I took relevant information from many internet documents and also from some Reports which are written before.

Here I find that internet source is helpful to complete my report It also helped to acquired knowledge.

## **Chapter Four**

### **Company Profile**

## 4.1 Company History<sup>[1]</sup>

Under the Torque Group, Torque Fashions Limited is 100% Export Oriented Garments Industry along with Sustainable & Eco-friendly Washing Unit (Torque Apparels Ltd.) and with the facilities of Torque Printing & Embroidery Ltd. Torque Fashions Ltd. is having semi lab test facilities with latest and modern equipment, open space for every worker as per the internationally accepted compliance law, modern firefighting equipment and easy evacuation plan for emergency exit as per labor law policy, group insurance for all staff and workers as per labor law policy act 2006, medical room with specialized doctor and nurses with emergency supporting equipment with medicines as per labor law policy, day-care center for babies of female workers as per labor law policy, dining hall facility for all factory workers & staff as per labor law policy, separate prayer rooms for male & female workers. Torque Fashions Ltd. is totally equipped with public asserting system (PA system). They started their journey in 2008. Maintaining the compliance as per demand of European patrons (Accord), industrial plant is “GREEN” normal. The Bangladeshi covering manufacture’s share of worldwide market area unit steady growing within the wake of success of the ready-made clothes sector, Torque Fashions Ltd is additionally willing to contend within the international market to supply highest quality plain-woven merchandise to the patrons & reach its desired goal. They mostly export their apparel goods in EU, UK, Canada based market. Torque Fashions Ltd is a modern woven factory equipped with the latest automation Machineries from Juki and otherworld class brands which made in JAPAN, KOREA, CHINA, MALAYSIA, TAIWAN, UK, THAILAND, GERMANY etc. Hence Torque Fashions Ltd wants to prove itself as a well-designed and well equipped one of the woven factories in Bangladesh, with skilled workers, breathing environment and relax working atmosphere. The Management of Torque Fashions Ltd believes that their main resource is their labile work force. The Bangladeshi clothing manufacturer’s share of global market is steadily growing in the wake of success of the ready-made garments sector, Torque Fashions Ltd. is also actively competing in the global market to provide best quality woven products to the buyers for the mutual benefit of all parties involved.



## 4.2 Facilities of The Company<sup>[1]</sup>

- ✓ Torque Fashions Ltd. is having semi lab test facilities with the newest and unique equipment.
- ✓ Open space for every worker as per the internationally accepted compliance law.
- ✓ Modern firefighting equipment and easy evacuation plan for emergency exit as per Labour law policy.
- ✓ Group insurance for all staff and workers as per Labour law policy act 2006.
- ✓ Medical room with specialized doctor & nurses with emergency supporting equipment with medicines as per Labour law policy.
- ✓ Clean and hygienic environment everywhere.
- ✓ Day-care center for babies of female workers as per Labour law policy.
- ✓ Dining hall facility for all factory workers & staff as per Labour law policy.
- ✓ Cooling fans fixed to the wall for breathing environment and to make the floor cool.
- ✓ 24 hours standby generator facility. Capacity 388 KVA, 350 KVA, 150 KVA, 250KVA & 700 KVA made in Germany & UK
- ✓ All over the factory well designed layout and fire evacuation plan for easy exit during emergency time.
- ✓ Separate Prayer rooms for male & female workers.
- ✓ Torque Fashions Ltd. is fully equipped with public announcing system (PA system)
- ✓ All over the factory with security camera installed.
- ✓ For emergency exit the floor is having enough numbers of exit gates
- ✓ Having Fire Hydrant system in case of fire

## 4.3 Products & Services of Torque Fashions Ltd<sup>[5]</sup>

They can manufacture all kind of washed and non-washed casual pants such as Shorts / Bermuda, Fancy 5 pocket jeans, Basic 5 pocket jeans, Chino Pants / Shorts etc. (Figure 4.1). Our Fabrics 100% cotton, all kind of denims, twill, canvas, 98% cotton 2% spandex, corduroy etc.

### 4.3.1 Our products<sup>11</sup>

They produce below items from Denim and Woven Fabrics with Denim Washing and Garment Dyeing:



Men's Long Pant / Shorts



Women's Long Pant



Women's Shorts / Skirt



Boys Long Pant / Shorts



Girls Shorts /Skirt



Denim Jacket / Vest



Overall / Dungry



Jogger / Jegging / Tregging

**Figure 4.1** Products photo

#### 4.4 Using Modern Technology [\[1\]](#)

Torque Fashions Ltd. has brought all modern & hi-tech machineries to ensure the quality & high productivity of our customers. So, at this moment their production capacity is 7,00,000 pcs per month based on basic 5 pockets, consideration of 26 working days in a month and as per labor law act 2006, working 10 hours maximum per days in 20 lines.



**Figure 4.2** Modern Machineries

#### 4.4.1 List of Machineries<sup>[1]</sup>

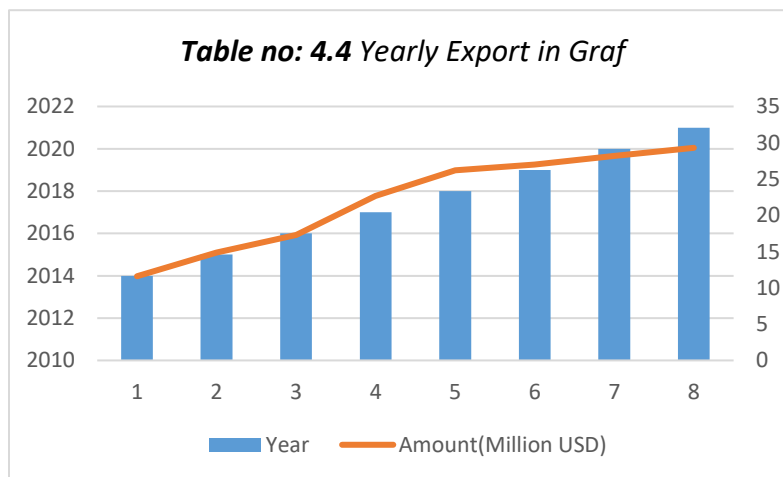
SL.	Type Of Machine	Model/Brand	Available
1	Cloth Cutting Machine-8''+10''	Japan	11
2	Vacuum Table	--	18
3	Kansai Special PMD	Kansai	41
4	Welt Pocket Machine for Chino	ASS / Germany	4
5	Kansai Loop make Machine	B-2000C	5
6	Kansai Pocket Facing machine	Kansai	14
7	Thread Sucking Machine	--	3
8	Fusing Machine Hasima / Osima	HP-900L	2
9	Fabric Inspection Machine	Modern	1
10	Fabric Relaxing Machine	China	2
11	Metal Detector	Hasima	3
12	Velcro/Label Attach Machine	Juki/Brother	7
13	Compressor Machine	--	5
14	Chain Stitch Machine (Three & Two Needle)	Kansai	12
15	Zig Zag Machine	Brother	2
16	Waist-Tag Attach Machine	--	4
17	Saddle Stitch Machine	Juki & Jack	4
18	Fabric Shade Light Box Machine	--	1
19	Safe Guard (Pull test Machine)	--	1
20	GT Cad Plotter Printer		1 Set
21	Moisture Meter Machine	TEM-1	1
22	Generator Machine	--	7
23	Feed of The Arm (2 Needle & 3 Needle)	Juki/Brother	47
24	Boiler	Modern	5
25	P/M Machine vertical & auto trimmer	Juki/Brother	628
26	Bottom Hemming Machine	EM-8011-4D, EM8012-4D	4
27	Two Needle	Juki/Brother	92
28	Automatic Rivet Machine	Bros-China	2
29	Blind stitch Machine	Japan	1
30	Snap Button Machine	YKK/UZO	26
31	END Cutter Machine	EC-3NL	3
32	DLR (Three Needle Kansai)	Japan	12
33	Over Lock	Juki/Brother	160
34	Flat Lock (Three Needle)	Juki/Brother	20
35	Bartack	Juki/Brother	98
36	Button Hole	Juki/Brother	28
37	Button stitch	Juki/Brother	11
<b>Total</b>		<b>1278</b>	

## 4.5 Export Details<sup>[5]</sup>

Bangladesh is a lower-middle-income country at intervals South Asia, possessing spectacular track records relating to growth and development throughout the last 5 decades. During this history of development, the readymade Garment industries have an honest share of contribution. Due to the forceful spreading of this COVID-19 pandemic in Dec 2019, the complete world economy had folded. Most of the countries had adopted immediate imprisonment for survival. The Asian country government set to lock down all institutional activities like RMG industries, schools, colleges, company offices, etc. To agitate this pandemic that is nonetheless to go away the black spots behind within the economic sectors which can invite difficulties in braving the post-COVID-19 state of affairs.

**Table no: 4.3 Yearly Export**

Year	Amount (Million USD)
2014	11.6
2015	14.86
2016	17.3
2017	22.67
2018	26.2
2019	27
2020	28.2
2021	29.3



## 4.6 Department wise Manpower Details<sup>[8]</sup>

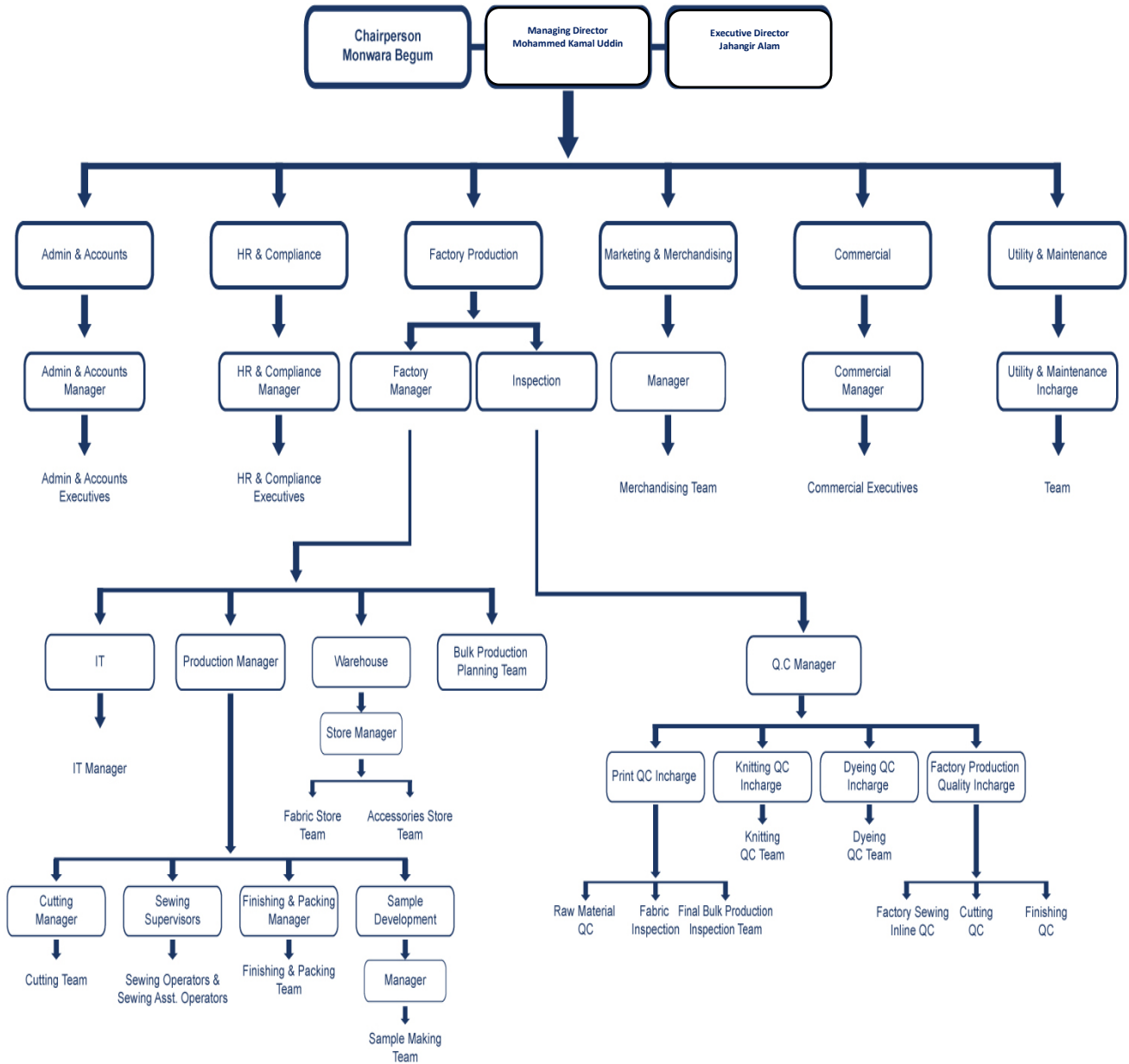
Torque Fashions Ltd.  
 House # 25, Road # 01, Sector # 13, Uttara Dhaka.  
 Department wise Manpower for the month of July -2022

Department	Available
Management	3
Admin	25
Production	74
Quality	65
Maintenance	32
Storage	28
Electrical	12
Utility	8
Production (70% women)	2253
<b>Total</b>	<b>2500(approx.)</b>

**Table 4.5** Department wise Manpower

## 4.7 Organogram of Torque Fashions Ltd<sup>[10]</sup>

Scheme 4.1



## **4.8 Mission**

Torque Fashions Ltd. believes in bringing world class standards to its work environment. This help to put Bangladesh on the world map as a destination of excellence and quality.

### **4.8.1 Vision & Philosophy**

Torque is a physics word, which means the rotational equivalent of linear force. They will reach the target by turning around scientific methods. Their vision is to nurture and grow every business that they are engaged in, in an organic sustainable manner, and to give back to society by not only creating better opportunities for people who are engaged with us but to improve the standard of operations and create centers of excellence. Their business policy is “Fashion and Quality garments at the best price within a committed time frame” We don’t compromise with any of them. The good prices are ensured due to good sources, efficient production planning and a good Quality Assurance system. They commit to supply top-quality product at the best possible price.



## **Chapter Five**

### **Internship Activities**

## 5.1 Human Resource Management Practice in Torque Fashion Limited

The aim of this study is to assess current HRM practices in Torque Fashion Limited, as well as the future challenge the country faces. With the help of the secondary source, we can explain some industrial functions: these are recruitment process, selection process, training various development things and also the industrial relations practice is included.

### 5.2.HR Officers daily work<sup>[6]</sup>

- Daily check list office and report authority
- Maintain HR related issues
- Prepare and checking salary sheet
- Developing the HR check list
- Personal file data entry
- BGMEA data entry
- ID card making as per Gazette
- Maintain staff Personal file and update on time to time.
- It related all work
- Maintain new joining Register

## 5.3 HR planning at Torque Fashion Limited

HR always plan to make manpower for every department and always thinking about improving the management and manpower which is based on future and present demand of organisations.

## 5.4 Job Analyses and Posting Program

In HR sector we have collect job related information and then we prepare the job description with the job specifications and everyone do the work for the basic need of the company. The purpose of job activities of HR officers is to meet with the employees personally and aware them about their activity and what kind of work they can do. Job recruitment is the most common issue for Supervisory service.

## **5.5 Source of Recruitment**

There are two types of source use at Torque Fashion Limited for recruitment. They are External source and Internal source.

### **5.5.1. Internal Source**

Torque Fashion limited highlights their current employees as a major source of recruitment for all level. But at the entry level position they activate their works properly.

### **5.5.2. External source**

The HR Department of Torque Fashion Limited look outside of the organisations when the internal source cannot fill properly. Walk-ins means who come for HR Department in search of job and write-ins are who sent their cv to HR Department. Employees are also referring job seeker at HR Department and employees' reference are essential technique. Sometimes advising system is very helpful for job recruitment.

## **5.6 Orientation by HRM**

After the recruitment of the employees, when they join at the industry, HR arranges for them orientation session where mainly they introduce about their job and the roles of the company. HR give them all types of ideas about their work and also aware them about management process.

## **5.7 ID card delivery**

ID card is the identity of every employee and this is mandatory. When employees join at their works then they get ID card from HR. By this card they have to give attendance and also use this as punch system. Everything will be provided within three days for their attendance and to give their Salary.

## **5.8 Personal File making process**

A personal file is made by some important things they are-

- ❖ Service book
- ❖ Contract paper or appointment letter
- ❖ Medical Certificate
- ❖ National ID card
- ❖ Chairman Certificate Photocopy
- ❖ Leave application

Everything is mandatory to make a personal file of an employee.

## **5.9 Training and Development at Torque Fashion Limited**

After joining in any industry training is most important. HR arranges training for employees so that employees have the ability to perform their work. They learn many things through training. This is also related with their work development and growth of their personality. It is a good method for both man and women. HR officer give training those employees.

### **5.9.1. Increment and Promotion**

This is depended on employees working level. Every year they give increment and promotion for their individual performance.

### **5.9.2. Employee and Executive Remuneration**

- Salary
- Worker as per as local low.
- Executive as per local low.

### **5.9.3. Bonus**

All workers get every year two bonus from the organisations such as Eid-ul-fitter and Eid-ul-Adha. Even they get huge amount of bonus at those days.

### **5.9.4. Attendance Bonus:**

The organisations give all the employees the attendance bonus too. Like when they attend every day, they are given a bonus so that they will be interested to do the work.

### **5.9.5. Leave**

There is some leave which given by the organisations.

- Festival leave: 11 days
- Sick leave: 14 days
- Maternity leave: 16 days
- Earn Leave: 1 days Against 18 days' work.

### **5.10 Environment of Torque Fashion Limited.**

Torque Fashion Limited is a green factory among all the factories and its environment is attractive. Here all the employees feel refreshing because of its environment. It is situated in a green environment which provides refreshing area. Torque Fashion Limited always maintain the wastes material properly so that everything become refreshing. It has positive area and it is made sure safety about everything. Even energy savings system is so much productive. Torque always handles the management. Torque Fashion Limited has a great resource management system.

### **5.11 Skill that I have developed Through the Internship Program**

I had an interest in HR sector. Basically, I'm a student of literature but I choose my internship at garments industry to fulfil my dream working as HR officer. Thanks to my department to give the opportunity of this Internship. Then the Department of HR, Torque Fashion Limited gave me letter of internship and I started my internship work there. I have developed many skills here. My confidence level has increased because of the internship work. I think only academic learning is not enough for anyone practical work is more important and I have realised it. Every one of the factories was very helpful and they gave me a comfortable work place.

## **Chapter Six**

### **Observation and Findings**

## 6.1 Observation

In the factory I have observed many things. Though I worked under HR Department I had to talk with the employees and the workers daily. Whenever I talked with them, I tried to observe them. Actually, in every factory there are many categories of people. In Torque Fashion Limited there are also officers who work there, I tried to observe their thought and work.

I took some interview from them. I asked them some question about their work. Everyone is very much co-operative. They work hard and try to give their best. All the workers work there a day long. They sometimes complain about many things and HR officers try to find out their problem so that they can give them some solution. Some workers do part-time job so that they get more money. Everyone's work is different from each other and they always try to co-operate with each other. But everyday buyers come to visit the factory. That time they have to show Their best level of work.

Like the Top management have the Acceptability of performance have total 65% and the satisfaction level is medium range. But workers have the acceptability of performance which is 80% and satisfaction level of Torque fashion limited is in high range. They always think about customers satisfaction and whatever they need. They also think about the labour cost savings things so that they could save the profit of the company. They have Award based organisation so that they work hard and try to maintain the company standards.

## 6.2 Major Findings of overall internship studies at Torque Fashion Limited.

I have seen the following conclusion about Torque Fashion Limited in practice. To ensure the feasibility and correctness of recruitment and selection of job and analyses are performed for both entry level and higher-level recruitment. Most of the time internal human resource department handle all aspects of hiring. However, information from trust worthy agencies are occasionally sought high managerial position. Both internal and external searching are utilized for professional recruitment.

Employee referral advertising and web sources are all employed for both entry level and senior positions. But it differs from one place to another. Normally no discrimination occurred during the recruitment of new hire, but in very few cases top level management can request for any candidate in the final selection stage. Women get priority for certain job like secretary, other than these women are equally evaluated. Some garments don't follow or involved total aspects of Human Resource politics but Torque does. There are few garments who have little corporate strategic plan. Sometimes they do not take care of their principle of recruitment of new employees. In some cases, they do not publish their recruitment advertisements in media and noticeboard.

In the most situations, there was no discrimination during hiring new employees but in a small number of instance top level management made request for any candidate during the final selection stage. While torque complies with all parts of human resource polices, some garments do not. They occasionally fail to adhere to their hiring policies ideals. Sometimes they choose not to post their job opening in the newspaper, online or on the noticeboard.

### **6.3 SWOT analysis at Torque Fashion Limited**

Every Organisations have some strengths, weakness, opportunities and threat. Torque Fashion Limited have also some strength, opportunities, weakness and threats. Here is some SWOT analysis of Torque Fashion Limited.

#### **6.3.1. Some Strength of Torque Fashion Limited.....**

- ✓ Torque Fashion Limited has a huge number of workers and staff which makes unity in every work.
- ✓ Torque has all the high qualities machines which are brought from Japan, USA and India.
- ✓ All products are very high qualities.
- ✓ It has a large green environment which is most important for everybody's refreshment.
- ✓ It attracts all the customers every time.
- ✓ Nowadays it has become most demandable and trustable for every buyer.
- ✓ It always maintains the labour law policy perfectly. Torque has a great number of woven and knitted yarns.



### **6.3.1. Weakness of Torque Fashion Limited.....**

- ✓ Area capacity is not enough for the factory.
- ✓ Everyone should maintain hygiene; in some cases, it is become big issue.
- ✓ Some worker has no idea about machines properly.
- ✓ Electricity supply is also a major issue.
- ✓ Insufficient experienced Staff at Torque Fashion Limited.
- ✓ Sometimes they could not fulfil buyers demand because of the lack capacity of the organisation.
- ✓ Their main weakness is that they are not qualified at the use of technology.

### **6.3.3. Opportunity of Torque Fashion Limited.....**

- ✓ Torque has so much possibility doing better in future.
- ✓ It always Maintain unity so that everyone co-operates with one another and it helps for future.
- ✓ It always attracts the high-quality brands and buyers.
- ✓ Have possibility to take a vital role in the garments industry of Bangladesh.
- ✓ It always tries to find out new possibility in market value.

### **6.3.4. Threats For Torque Fashion Limited**

- ✓ Torques competitors have a lower price.
- ✓ Torque always imports the similar article of cloth at vey lower price.
- ✓ Lack of fulfill the demand of the customers.
- ✓ Political instability at Torque Fashion Limited.
- ✓ Torque is heavily contested by other spinning companies.

## **Chapter Seven**

### **Limitations**

## 7.1 Limitations

I have faced a lot of problem during making my report and also in my internship period. There are some issues which I have noticed at making my report.

- ❖ I went into the factory only 12 week and this time was not much enough for learning many things at any factory. The factory has many types of work that I cannot fully learn. If I get more time, it will be better for my internship report.
- ❖ I have to search many things from internet source because I did not get that information from the organisations.
- ❖ They did not allow me to do all the work and collect data of their company.
- ❖ Everyday buyers visit at the factory so that it was hard to learn anything form the HR officers and I faced this problem sometimes.
- ❖ As I'm a student of literature, I have faced problem to understand textile-based work. As the work was outside my academic studies, at the first days of my works it seemed very difficult for me to understand all the things.

## **Chapter Eight**

### **Recommendations**

## 8.1 Recommendations

Though I have done my internship at Torque Fashion Limited which is an industrial place and I had to do many practical works there. There are many opportunities to learn the things practically. There are many recommendations which are taken from my internship at Torque fashion limited.

- Proper training system should be conducted at regular intervals entry level of workers.
- Decision making authority should be effectively decentralised in order to rapidly strengthen the business.
- Need to increase more service benefits to increase workers satisfaction.
- Creating job opportunities for all class of people.
- The information cell needs to be improved more by equipping with updated materials.
- Skilled computer user and technologically sound manpower need to be appointed.
- Should increase practical learning scope for workers.
- Should reward the good performers.
- Aware all the workers about the labour law of Bangladesh.

## **Chapter Nine**

### **Conclusion**

## 9.1 Conclusion

Torque fashion limited is the landscape of global awareness for promising the unique quality and keeping importance of the social demand of the customers. This industry always allows to create several development processes which can be certified. Torque has some goal to achieve with higher manufacturing set up at their place and perfectly skilled the workforce at a good environment. The core of the company policy at Torque is to achieve customer satisfaction by creating the culture of putting the client first. Through innovations, quality, commitment and sustainability, Torque is dedicated to producing, sourcing, exporting, and trading high-quality textile products. With a win-win relationship, they work to meet the demands of their clients and go above and beyond their expectations.

HR Department always maintain the recruitment of all the employees and the buyers. Ideally, the discoveries of the above study will help industrial facility proprietors to consider the advantages of carrying out consistence issues in their material production lines.

## **Chapter Ten**

### **Reference**




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## **Chapter Eleven**

### **Appendices**

## 11.1 Certificate from Torque Fashions Ltd.

 **Torque Fashions Ltd.**

**Head Office:**  
House # 25, Road # 01, Sector # 13  
Uttara, Dhaka-1230, Phone-88-02-7913957.

**Factory:**  
Paragram, Ashulia Bazar,  
Ashulia, Dhaka.

---

Ref No: Compliance/ HR/ 10 Date: 17 November 2022.

**TO WHOM IT MAY CONCERN**


*This is to clarify that MST. NAHIDA AKTER daughter of MD. WAALIULLAH TALUKDER & RASHEDA PARVEEN, ID: 191-10-414, Department of English, student of Daffodil International University. She has completed her internship program of three months at Torque Fashions Ltd. starting from 15<sup>th</sup> August 2022 till 12<sup>th</sup> November 2022.*


*She was assigned in HR & Compliance Department especially in HR. She showed a good attitude towards learning new procedure & practice.*

*During her attending the internship program we found her honest, hardworking, intelligence and her responsiveness is impressive.*

*We wish her success in career.*

*From Torque Fashions Ltd.*

  
**Md. Jahurul Islam (Ronju)**  
Manager (HR & Compliance)



**Head office:**  
House #25, Road #1, Sector #13  
Uttara, Dhaka, Bangladesh.  
Contact: +88-02-7913957  
Fax: +88-02-48953893  
Email: [info@torquebd.com](mailto:info@torquebd.com)  
Website: [www.torquebd.com](http://www.torquebd.com)

**Factory:**  
Paragram, Ashulia Bazar, Ashulia  
Dhaka- 1341.

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Contact Information: Phone +88-02-7913957, E-mail: info@torquebd.com

## 11.2 Photograph at Torque Fashions Ltd.





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