

An Internship Report
on
PERFORMANCE EVALUATION OF MHC WEARS (PVT) LTD.

Prepared For
Soeb M.S. Noman
Assistant Professor
Department of Business Administration

Prepared By
Mahiya Mahajabin
Program: BBA
ID: 2181011025
BATCH: 45-A
Major in Finance



Uttara University
Date of Submission: 20 January 2022

Letter of Transmittal

20 January 2022

To
Soeb M.S. Noman
Assistant Professor
Department of Business Administration
Uttara University

Subject: Submission of Internship working Report.

Dear Sir,

I am pleased to inform you that I have completed the internship with your skillful guidance and cordial supervisor Soeb M.S. Noman. I had privilege of workings in MHC, Sataish, Tongi, Gazipur as an Intern. I have worked here in different department. I sincerely believe that the findings of this report will be of immense help to the academic references and for any explanation and clarification of any aspect of this report, please make me obliged by calling me directly.

I sincerely hope this report will receive your approval.

Yours Sincerely,

.....
Mahiya Mahajabin
ID No: 2181011025
Major: Finance
Department of BBA

Student Declaration

I, am Mahiya Mahajabin hereby declare that the work in this thesis in my own accept for quotation and summaries which have been duly acknowledged. Report of internship entitled” Performance evaluation of MHC Wears Pvt. Ltd. I have completed my report under the supervision of MD. Shoayeb Noman, Assistant professor & Coordinator BBA Program, Department of Business Administration, Uttara University, Dhaka, Bangladesh.

I declare that, this is my original work and the analysis and the findings are for academic purpose only.

.....
Mahiya Mahajabin
ID No. 2181011025
Batch: 45(A)
BBA program, Major in Finance
Department of Business Administration
Uttara University

Letter of Authorization

It is to be informed that the internship report titled “Performance evaluation of MHC Wears Pvt.Ltd.” has been completed by Mahiya Mahajabin, ID: 2181011025, Batch 45(A), Uttara University under my supervisor and guidance. This report is satisfactory in terms of scope and quality for the program of Bachelor of Business Administration.

I do here by accept it and fully recommend the internship report for evaluation.

.....
Soeb M.S. Noman
Assistant Professor
Department of Business Administration
Uttara University

Acknowledgement

At first, I would like to express my gratitude to almighty Allah for enabling me the strength and opportunity to complete the report in the schedule time successfully.

I would like to acknowledge the assistance of my internship supervisor, Soeb M.S. Noman, Assistant Professor, Uttara University. His sincere guidance, untiring cooperation, valuable advice and endless inspiration enabled me to overcome all the quandaries that cropped up during the course of my internship program and while preparing this report.

I take the opportunity to express my sincere gratitude and respect to Mehedi Hasasn (Deputy Manager) at MHC Wears Sataish, Tongi, Gazipur.

My thanks to those people's contribution who receive me as a member of their company. This report and all individuals of MHC for their constant support, guidance and supervision on my work in MHC Wears Pvt.Ltd.

Table of Content

SL NO:	Content	Page number:
1	Executive summary	6
2	Chapter One: Introduction	7
3	Chapter Two: Objective of the study	8
4	Chapter Three: Limitations	9
5	Chapter Four: Company Profile	10
6	Chapter Six: Data collection and Processing	13
6	Chapter Seven: Analysis	14
9	Chapter Five :Internship Experience	17
10	Chapter Eight: Findings	18
11	Chapter Nine: Recommendations	19
12	Chapter Ten: Conclusions	20
13	Chapter Eleven: Reference	21

Executive Summary

The readymade Garments MHC Wears Pvt. Ltd. is working vigorously to meet the long term and short term goals of the company. In the finance department there are several projects; one of them is performance evaluation. Performance evaluation is defined as a formal and productive procedure to measure an employee's work and result based on their responsibilities. The goal of this entire process of performance evaluation is to improve the way an organization functions to achieve a higher level of satisfaction. Regular evaluation can help determine the scope of an employee's career and the level of motivation which contributes towards the success of an organization. Performance evaluation is an integrated platform for both the employee and employer to find common ground on what both think is befitting a quality performance. MHC Wears Ltd is an emerging brand in the readymade garments industry. They are very professional about achieving their goal and meeting the challenge. After completing my internship program in the finance department of MHC Wear Pvt. Ltd., I have prepared this report with my practical experience and knowledge gained from here. In this report, I have explained performance evaluation activities of MHC Wears Pvt. Ltd.

1.1 Introduction:

MHC WEARS Pvt. LTD. is a high quality readymade garments factory located in Sataish, Tongi, Gazipur. MHC WEARS Pvt. Ltd. has been designed with a combination of superior man, machinery and management. The annual capacity of MHC Wears Pvt. Ltd. is 3,120,000 Pcs of quality readymade garments (Pant and Jacket). It covers an area of 60,000 Sq feet and the total manpower strength is 990. Stating the commercial production in early 2011, within a short span of time, MHC Pvt. Ltd. is now the leading garments manufacturer in Bangladesh.

The vision of MHC WEARS Pvt. Ltd. is to achieve and maintain a position as a world class manufacturer in the world. And mission is to achieve global dominance through excellence in product quality, diversify products through continuous Products Innovation, focus on cost effectiveness and customer orientation. They value their trust on employees, commitment to customers, service from suppliers & commitment from business associates.

An intern in the company, I selected explaining the performance evaluation system of this company. Performance evaluation is defined as a formal and productive procedure to measure an employee's work and results based on their job responsibilities. Performance evaluation also plays a direct role in providing periodic feedback to employees, such that they are more self-aware in terms of their performance metrics .In this report, I tried to show all the details of performance evaluation of MHC wears Pvt. Ltd.

1.2 Objective of the study

Broad Objective

- To evaluate of the performance of MHC Wears Pvt. Ltd.

Specific Objectives

- To measure the financing condition of MHC WEARS Pvt. Ltd.
- To evaluate the uses and sources of funds of MHC WEARS Pvt. Ltd.
- To measure the financing solvency of MHC WEARS Pvt. Ltd.
- To determine the overall cost of MHC WEARS Pvt. Ltd.

1.3 Limitations of the study

There have been some limitations, one is the time constraint– due to time limit; some other statistical measures, like- regression analysis has not been possible apply.

Other limitations are

1. Due to maintain company secrecy.
2. Participant takes more than that of necessary time.
3. Make appointment of employees where sometimes they may be feeling annoyed and express it in badly mode.

2.0 Company Profile:

History of the Company

MHC Wears Pvt. Limited was established in 2011. Factory Location is Sataish, Tongi, Gazipur. In the beginning the company was faced a very hard time. But within few years, they started getting success for their honesty and hardworking mind set up. MHC Wears Pvt. Ltd is 100% export orient Garments factory. This factory established in 2011 & commercial Operation 2011. MHC Wears Pvt. Ltd is one of the leading ready-made garments manufacturers of Bangladesh. They design, develop and export all kinds of Garments for men, women and children using state-of-the-art technology and machineries which are mainly exported to the markets of Europe and USA.

MHC Wears Pvt. Ltd employees over 1000+ dedicated professionals who work under strict compliance and our aim is to achieve customer satisfaction with excellent quality standards. MHC Wears Pvt. Ltd have a very strong competitive advantage regarding quality, delivery deadlines, and economical production costs, all of which are the main prerequisites for competing in the global market place. MHC Wears Pvt. Ltd have a strict policy of No Child or Forced labor and due time payment the wages.

VISION of MHC Wears Pvt. Ltd.

MHC Wears (Pvt.) Ltd is 100% follow & implement the Local Labor law, International Labor Law and Buyer Code of Conduct and Accord Guideline. This company's at first view "Safety First, Better Environment & Best Quality" all employees. At MHC Wears (Pvt.) Limited we strive to maintain our position as global leaders in the field of high quality apparel. Led by the desire to support our customers, we aspire to fulfill and exceed their expectations through continuous innovation and creativity, all the while staying true to our universal social and environmental ideals.

MISSION of MHC Wears Pvt. Ltd.

MHC Wears Pvt. Limited’s mission is to continue our tradition of global leadership in high quality apparel and commit ourselves to promoting universal ideals of community and service.

We create products that make people feel stylish, comfortable and special from birth to maturity. We aim at an integrative approach in designing and producing our products which focuses on innovation, advanced technologies and special attention to our customer’s needs and life styles.

The company is committed to being a safe and healthy work place that provides its employees with the opportunity to grow and develop within the MHC family.

The company is committed to continue to grow and evolve and considering our corporate social and environmental responsibilities and stewardship throughout the process.

Objectives of MHC Wears Pvt. Ltd.

- To give emphasis on continuous development endeavors and value addition to become a leading oven garments producer and holding its position in the country.
- To regular expansion of the project with advanced technology.
- To maintain a congenial working environment.
- To practice good governance in every sphere of activities covering full disclosures and reporting to shareholders
- To fulfill the responsibility to the nation through payment of taxes regularly.

2.1 Production Process:

Cutting
Sewing
Seam Sealing
Iron
Packing

2.2 Production Capacity

Facilities	Capabilities	Capacity Day
Cutting	Cutting	10000 Pcs
Sewing	12 Sewing Lines	9500 Pcs
Washing	Customer (Buyer) Nominated Customer (Buyer) washing Factory. washing Factory	
Iron	12 Steam Iron	9600 Pcs
Finishing	2 Lines	10000 Pcs
Packing	12 Packing Man	10000 Pcs

2.3 Major Customer (Buyer):

- Alphabroder
- Auchan
- LPP
- Double



2.3 Major Item:

- Long Pant
- Denim Jacket
- Cargo Pant
- Waterproof Jacket.
- Rain Coat.
- Padding Jacket.
- Short Pant.



3. Data collection and Processing:

3.1. Sources of Data

To prepare this report primary and secondary both data has used.

Primary data:

- I. Discussion with company's officers.
- II. Discuss with companies employees.

Secondary Data:

- I. MHC wears official web site ([www.help .bd.com](http://www.help.bd.com))
- II. MHC wears financial statement.
- III. Collected newspaper data.

3.2 Analytical techniques:

An analytical technique is a method that is used to determine the identification of concentration of substance. Mythology is the process of collecting data and information through I have proceed on. First, I have collect information as possible as I can what I practically faces in my running internship. What I did in practically in the company I have collect data to use my practical knowledge. The technique of collecting data uses in this report is personal remark. I have discussed with deputy manager practically. Data an analysis has been done with Microsoft word some tables and chart.

4. Analysis:

- Financing condition of MHC WEARS Pvt. LTD are given below:

2018

Total Assets	5,28,73,52,665
Total Liabilities	5,28,73,52,665

In 2018 total assets and total liabilities of MHC Wears Pvt. Ltd are same. There was no gain or loss.

2019

Total Assets	59032924444
Total Liabilities	59033019444
	(95000)

In 2019 total assets and total liabilities of MHC Wears Pvt. Ltd are not the same. Liabilities are more than assets which is threats for the company.

2020

Total Assets	6912444419
Total Liabilities	6912369419
	75000

Liabilities of MHC Wears Pvt. Ltd is decrease in 2020 which is good for the company cause asset is more than liabilities.

- **A sources and uses of funds of MHC Wears.**

A sources and uses of funds is a summary of a company's changes in financial position from one period to another. MHC Wears Pvt. Ltd explore readymade garments which is a big earning source for the company shareholder equity is also asset after debt has been paid. MHC Wears

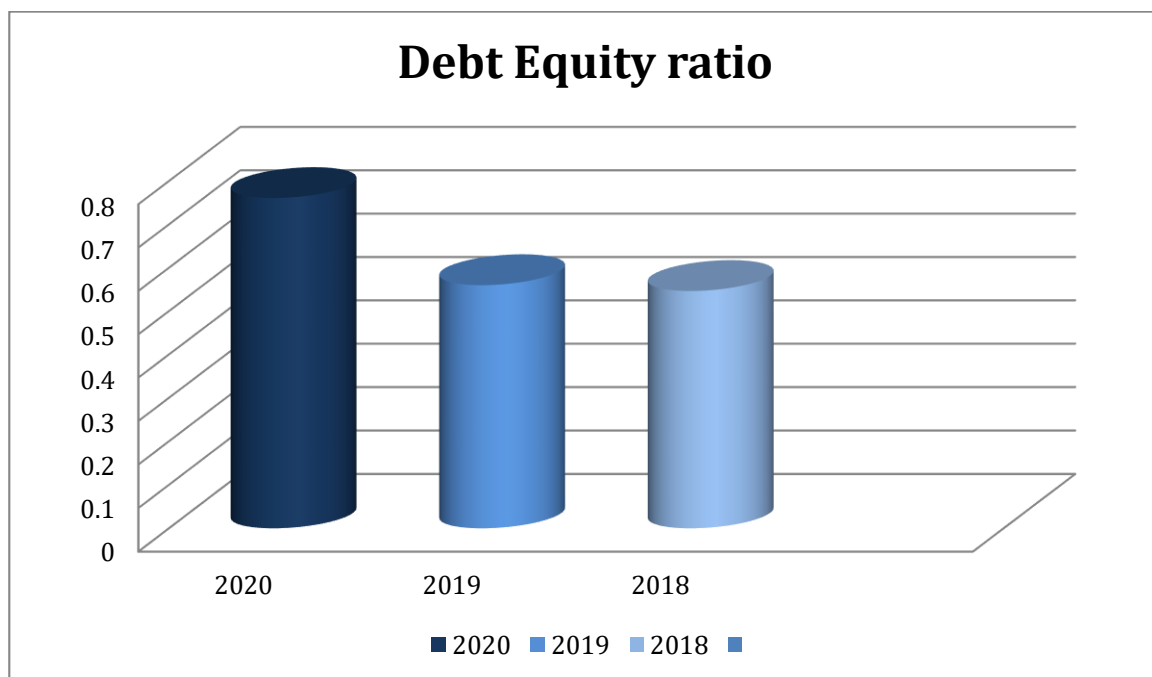
takes bank loan for its needs. Some other income like export incentive, sale reject garments etc.

Some sources and uses of funds are:

1. Exports readymade garments
2. Shareholder equity
3. Bank loan
4. Others income (export incentive, sale reject garments)

● **To measure financing solvency of MHC Wears Pvt. Ltd.**

The debt equity ratio is a leverage ratio that compares a company's total liabilities to its total shareholder's equity. Three years of debt equity ratio of MHC Wears Ltd has given below through a bar chart

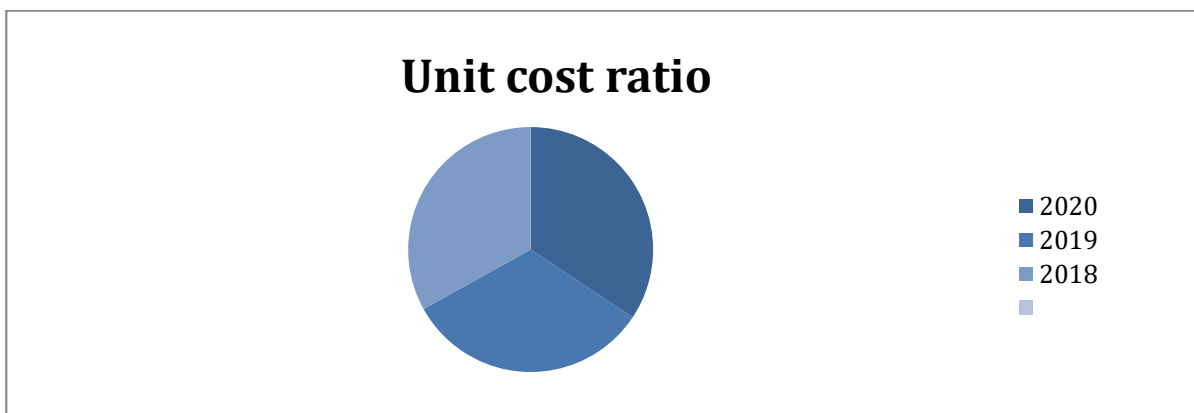


MHC Wears Pvt. Ltd. debt equity ratio for 2018 is 0.5598 which is little more than previous year. In 2020 equity ratio is 0.7607 which is more than previous two years increasing debt ratio every year increasing debt ratio every year is not good for Company.

- **The overall cost of MHC Wears Pvt. Ltd.**

Year	Per Year Cost
2020	2967364792
2019	2643450397
2018	1500112729

The total cost of MHC Wears Pvt. Ltd is increasing every year. Cost should have keep under control to the company. MHC can reduce cost and increase efficiency by using modern technology.



The unit cost of MHC Wears Pvt. Ltd are different.

Middle year's unit cost was lower than previous year and on the other hand the current year's unit cost is higher than previous year.

Internship Experience:

I have joined in MHC Wears Pvt. Ltd to complete my internship which is an export readymade garments manufacturing company. An internship is a professional learning experience .I had no experience before this internship in my life. I start my internship there. The environment of Garments was new for me. This internship gives me the opportunity for my carrier exploration and development and to learn new skills. This internship teach me how to work in a systematic organization. All the member of MHC Wears helped me as like as familiar person. All the experience of my internship in MHC wears effective for my future.

Findings:

- Compare to the last three years of total assets and liabilities of MHC Wears Pvt. Ltd are not similar. First year's assets and liabilities was the same, next year's liabilities has increased than assets which is a threat for the company and over the last year assets has increased which is good for company.
- In MHC Wears Ltd there are also some sources and uses of funds like others garments industry that are
 - i. export readymade garments
 - ii. Shareholder equity
 - iii. Bank loan
- MHC Wears Ltd Company's debt equity ratio has been increasing every year which is not so good for the company if this continues the company will face losses.
- Cost indicates the total amount of expenses Per year cost of MHC Wears Pvt. Ltd are increasing on the other hand per year unit cost are different in every year, Per unit cost has getting up and down.

Recommendation

MHC Wears Ltd Company has practices current technology for more updating there company. MHC Wears Pvt. Ltd. must try to understand the buyer needs,wants and demands.Company develops there market offering.MHC wears Pvt. Ltd. uses more automatic and advance machine for production increase.

- Develop the long term relationship with key parties- buyers, buying house and suppliers.
- In Garments business most important is production cost and production efficiency. MHC wears Pvt. Ltd. can reduce production cost and increase efficiency by using modern technology. They can use more automatic and advance machine for production increase.
- Identify their position based on the product life cycle and position of their competitors, and then take a corrective action.
- MHC can improve their procurement department for the better coordination with other section.
- MHC can rearrange their web site and including more information about MHC.
- MHC management team can recruit the effective & efficient manager for their business. And ensure its-‘right people for the right position’.
- Allow employees to participate decision making that affect them .They can increase productivity, commitment to works.

Conclusion:

Though MHC Wears Pvt. Ltd company is not so immemorial garments industry but it has created its nice reputation .performance of MHC Wears are very good both in local and foreign market.I feel very lucky to work with MHC Wears Pvt. Ltd Company.It in real life.Their importance is best illustrated by the MHC.Company's success depends not only on how well the various departmental activities are coordinate. Their activity and service are punctual. They work with honesty and loyalty.

Reference:

1. www.mhcp/bd.com
2. www.bkmea.com/bangladesh.html
3. www.mhctextiletoday.com.bd