

RM. Williams Product Integrity Manual

Visual Evaluation Introduction

Section 2 Subsection 1

2.1 All products developed by RM. Williams for the RM. Williams (RMW) and Stockyard brand must be subject to visual approval by the relevant department.

Overview Development

	MADE INTERNALLY	FULLY PURCHASED
Leather	Product development / Merchandising	Supplier
Fabric	Product development / Merchandising	Supplier
Garment	Product development / Merchandising	Sourcing / Product Development/ Quality
Trims	Product development / Merchandising / Quality	Sourcing / Product Development/ Quality *

*Except for Branded Trims – see 4.1

Overview Mass

	MADE INTERNALLY	FULLY PURCHASED
Leather	Product development / Quality	Supplier
Fabric	Product development / Quality	Supplier r
Garment	Product development / Quality	Sourcing / Product Development/ Quality
Sundries	Product development / Quality	Contractor*

*Except for Branded Trims – see 4.1

2.1.1 In case of change in the production process or cross-source in another facility from the same company, the supplier must confirm to the Quality Manager/Product Development that the fabric/leather/finished garment still meets the visual guidelines.

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Visual Evaluation

Section 2

Leather and Fabric

Subsection 2

This applies only to MADE INTERNALLY

Fabric Mills/Tanneries

- 2.1** Fabrics or leather used to manufacture RMW products must be inspected in accordance with the RM. Williams “Defect grading standards and the put up specifications”. (*Annex: A2.2a Defect Grading Standards and the Put up Specifications*).

2.2. Reporting of results

The fabric/leather supplier needs to send the results to Quality Control/Product Development in a report format agreed upon by Quality Control/Product Development.

2.3. Random Fabric / Leather Spot Checks

Upon completion of the visual assessment by Quality Control/Product Development, the results are discussed/communicated with the supplier as per the results of production inspection.

2.4 Contractors

Any discrepancies on visual assessment of fabric/leather received at contractors, should be reported to Quality Control/Product Development using Annex 2.2c Fabric & Leather Discrepancy Report (F&L DR) sheet according to Annex 2.2d F&L DR Procedure.

Made internally only (applicable to laundries)

3.1. Definition

The finishing standard is a garment or a part of a garment which shows per finishing type the right combination of:

- Colour
- Abrasion
- Hand
- Appearance (e.g. local abrasion)

3.2. Purpose / Objective

The finishing standard enables a laundry to define a recipe in order to reproduce the finish represented by the standard which is also meeting the quality standards.

The finishing standard enables a check to be made as to whether or not production is in accordance with the desired / agreed finished product.

It helps to monitor consistency within and between all finishing sources.

3.3. Preparation of Standards

3.3.1. When it concerns a new development, units are submitted to Product Development.

When approved for visual appearance the units are labelled and signed off by Product Development (exception bases done in conjunction with Merchandising).

Product Development sends two units to the accredited lab to test the physical performance. Once the latter is approved for production, the garments become the only valid prototypes to monitor production.

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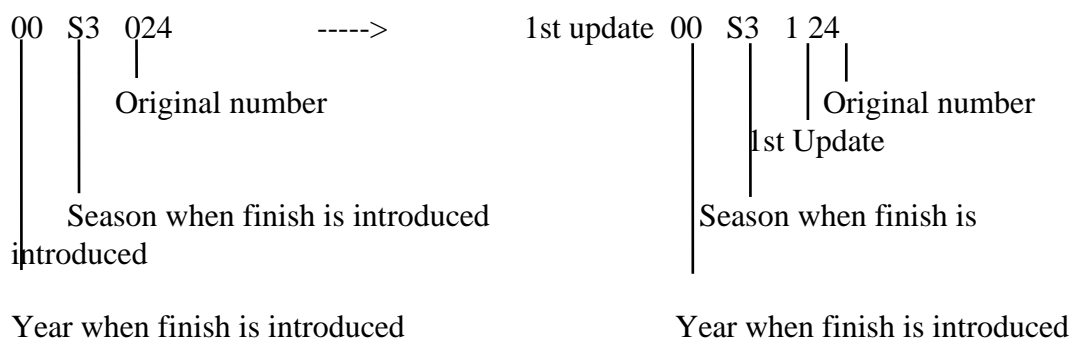
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3.3.2. Updating Finishing Standards

Units out of bulk production are submitted for approval to Product Development.

Once approved the new standard gets a new reference number and all previously existing standards with an older reference become invalid. An update of a standard can be slightly different from the original and therefore it will replace it.

Example of Change of Reference :



Remark

- Every season a list of valid standards is published by Product Development. The references make it possible to check whether or not a standard is still valid.

- The number (24 in the example above) is unique. For the same season, 2 different standards cannot have the same number. If for the last standard created, the number is 24, then for the new one, the number will be 25.

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3.3.3 Standards are identified by a standard card.

Standard Identification Card

Example: Fabric Finish for 2015 – Season Spring Summer

RM. WILLIAMS Percy Street		FINISHING STANDARD	
SEASON: S2015		TEST: T1/P1	
DATE: 26-4-14			
FABRIC: 66		COLOUR: 59	
SUPPLIER: GAP CALIK			
FINISH CODE: 66-59			
FINISH CENTER: Melbourne			
FINISH:		L.L.	<u>OPT.</u>
L.D.			
REMARKS:			
STANDARD REF: 01 S1 091			
APPROVED:		DATE/SIGNATURE:	
MERCH	<u>PROD DEV</u>	P.I/QC	TRIMS

This standard comes out of the 1st Bulk Test done at Laundry Melbourne on 26th April 2014.

The base fabric is 66-59 Gap Calik, the finish type is “59”. The garment has been approved as an optimum standard by Product Development on 1st May 2015.

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3.4. Preparation of “Limits”

Once the “Sealed Sample” exists (or simultaneously with the submission of proposals “Sealed Sample”) the supplier(s) are requested to submit light and dark limits.

These original limits need to be approved by:

- Product Development
- Merchandising
- Quality Control

They will define the lightest and darkest acceptable version of a finish, shade and the feel.

Copies and updates of limits are made following the same procedure as described in paragraphs 3.3.2. and 3.3.3. for the “Sealed Sample”.

“Limits” proposals could either come from the bulk test or the bulk production. The limits proposed by the supplier(s) can also be for the intensity of local abrasion, or anything else considered as necessary.

3.5. Use of Finishing Standards

3.5.1. The Laundries ([applicable to laundries only](#))

Laundries are only allowed to run production in a certain finishing type if they have an approval for bulk production and if the “Sealed Sample” is available on location. The “Sealed Sample” is always the target for the bulk production.

3.5.2. Others

A copy of every valid standard (Sealed Sample and limits) will be kept by Product Development, and would be distributed to the locations concerned.

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3.6. Other labels to identify garments

3.6.1. Development Standard (blue label)

This label is used to identify a RM. Williams product(s) or a part of a product that is sent as part of the Development package to supplier(s) which will have to match it in development / bulk production conditions.

Once the sealed sample is approved and signed off the development standard has no validity as standard any more and it should be destroyed

3.6.2. The “Cross-Source” Approval (black label)

This label is attached to the approved cross-source submissions.

A cross-source trial is a test in order to enable a new potential supplier to prove that they are able to match (or to produce within acceptable limits) a product which is originally produced by another supplier.

The evaluation of cross-source trials and the signed off are done by Product Development and Quality Control.

The product(s) with a black “cross-source” label is no standard. It only proves that the submission was acceptable for mass-production.

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3.6.3. The Work Standard (orange label)

In order to keep the Sealed Sample in optimal conditions, the suppliers are strongly advised to make copies of sealed sample as detailed in the Product Integrity Manual. These copies will be used on the work floor (laundry, tannery, inspection, etc.), and will be kept in clean places.

The responsibility for the correctness of these copies lies with the local quality manager for the supplier.

These unofficial copies are only tools, not valid sealed samples.

These copies will bear a card with the necessary information, e.g. reference, date the copy was made, purpose, signature of the person responsible for copying standards at the supplier end.

The Sealed Samples must always be kept in a cupboard as reference.

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Development Standard (blue label)

R.M.WILLIAMS	
DEVELOPMENT STANDARD - PROTOTYPE LABEL (BLUE LABEL)	
THIS PROTOTYPE MUST BE RETURNED TO PRODUCT DEVELOPMENT FOR DESTRUCTION WHEN FINISHING STANDARD IS ACHIEVED AND APPROVED.	
Product code & colour:	
Product type & name:	
Finishing type/standard:	
Product Development contact (name):	
Date developed:	
Matched sample completion required by:	
Contractor/Supplier matching the prototype:	
Comments:	

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Cross-Source Approval (black label)

R.M.WILLIAMS	
CROSS SOURCE APPROVAL LABEL (BLACK LABEL)	
THIS IS NOT THE OPTIMUM STANDARD. THE MATCHING SAMPLE IS TO BE SENT TO PRODUCT DEVELOPMENT FOR REVIEW/APPROVAL.	
Product code & colour:	
Product type & name:	
Finishing type/standard:	
Product Development contact (name):	
Date developed:	
Matched sample completion required by:	
Contractor/Supplier matching the sample:	
Comments:	

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The Work Standard (orange label)

R.M.WILLIAMS	
THE WORK STANDARD LABEL (ORANGE LABEL)	
THIS WORK STANDARD SAMPLE IS A TOOL. IT MUST BE REGULARLY CHECKED AND UPDATED AGAINST THE OPTIMUM STANDARD.	
Product code & colour:	
Product type & name:	
Finishing type/standard/reference:	
Product Development contact (name):	
Date copy made:	
Signature of the Person responsible for this work standard sample correctness:	
Comments:	

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3.7. Distribution

Sealed Samples are distributed by Product Development Department, which keeps an inventory list of all the Sealed Samples that have been distributed.

- 1 Sealed Sample is sent to the supplier
- If cross source: 1 Sealed Sample sent to that location
- 1 Sealed Sample handed over to quality control department

3.8.1 “Light recommendation for visual inspection of samples (garments/fabric/leather and leather goods)”

Please see annex 2.3a Light Recommendation for visual inspection of samples.

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Product Visuals Development

Section 2 Subsection 4

Fully purchased products

Shade band Procedure

Objective

To identify and agree-on commercially acceptable colour finish/shade ranges which can be reproduced in mass production throughout the season.

Criteria

Contractor initiates the process. A shade band must be developed and agreed to for all fully purchased products and before mass production is cut or washed. In terms of apparel there is no need to make a range for unwashed garments as selection can be done on unwashed swatches. However, sample boots will be made especially for the leathers with the “pull up effect” or any other leathers where shade variation/finish or the manufacturing process will significantly affect the appearance of the end product.

Procedure

Unwashed Fully Purchased

During Development:

- 1) Lab Dips * are made to align to the colour card target for fabrics. A complete hide is made to align to colour target for the leather:
- 2) Product Development approves best match and keeps lab-dip
- 3) All colours are dyed for sampling (Line Freeze, Commercial Samples, Decopanel ** etc...) according to approved lab dips*.
- 4) Swatches and/or decopanel ** are taken from these dye lots for attachment to sealed samples.
- 5) Sealed samples with attached swatch card and/or decopanel ** are distributed (after CS shipment) to:
 - 1 for facility
 - 1 for Quality Department
 - 1 for Product Development
 - All are “signed off” by all parties.

During Bulk Production

- 1) As each dye/leather is produced, variations outside of the limits (swatch/decopanel & colour card) may be submitted to Product Development / Quality for approval.
- 2) If approved, the new shade may be replaced in the swatch card/decopanel ** and become the new limit.
- 3) Otherwise, the supplier is directed to produce closer to the original target at the next dye/leather lot.

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Washed/Pull up affect Fully Purchased

During Development

- 1) For normal washes (i.e. no chemical [e.g. enzyme] or physical [e.g. stones] agents used), the unwashed procedure provides good control. Leathers with no pull up effect do not have to have sample boots completed for colour approval as the flat skin sample provides good control.
- 2) For washes that affect shade, Product Development/ Merchandising make the sign-off after-wash shade on receipt and review of Sealed Sample garments. For the leathers with the pull up affect, Product Development/Merchandising make the sign off after the production sample boots/leather goods are completed and reviewed against the sealed sample.

During Mass Production

As for Unwashed Fully purchased

Lab-Dip*= A test run of dyed raw material
(Only yarn-dyed lab-dips are returned to HQ for approval)

Decopanel**= A Fabric swatch with an embroidery or print on it.

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Trims Visuals

Section 2 Subsection 5

- 4.1 All centrally developed Trims used with RM. Williams® garments must be approved for:

Visual acceptability by Product development / Merchandising

Except in the case of branded trims or trims that are used in both fully purchased and internally manufactured products. These trims are developed via the Product Development department who is also in charge of their development and approval with Merchandising

- 4.2 All locally developed trims used with RM.Williams® garments must be approved for:

Visual acceptability by Product development / Merchandising