

R.M.Williams Product Integrity Manual

Measurements General guidelines

Section 9 Subsection 1

Procedures for measuring pants & skirts, jackets, shirts & dresses & knits & tees are detailed in the following subsections. However there are some general instructions that apply to measuring most garments. Please read carefully and follow where applicable.

- 1.1 Make sure that the ruler and tape are accurate and that all graduations are well printed or engraved. Check the accuracy of tape measures and rulers regularly and replace old and worn out tape measures regularly.
- 1.2 The work area used for measuring should be clean, well lit and the table large enough to allow the garment to be laid out completely flat.
- 1.3 The measurement specification sheet for the style being measured should be available at the work area for quick reference.

DO NOT TRY TO RECALL MEASUREMENTS FROM MEMORY

- 1.4 The measurement sheet/chart should be filled out as the measurements are taken. Using a pencil makes errors easier to correct and will avoid having pen marks on the garment.
- 1.5 Generally, the garments should be laid flat and smooth with all fullness removed when measurements are taken. However, it is very important that the garment is not stretched during measuring.
- 1.6 Round off measurements to the nearest + or - 0.5cm (or 1/8") as indicated in the measurement specification. Do not change to make them fall within tolerance.