

SOP Fabric -greige-yarn booking BU3

Company name:	Leading Star
Dept:	BU3
Module:	SOP Fabric -greige-yarn booking BU3
SOP Name:	SOP Fabric -greige-yarn booking BU3
Date:	14-09-24
Version:	V0
Creator:	
Approval:	
Approval signature:	
Changing note:	
Purpose:	SOP Fabric -greige-yarn booking BU3
Scope:	

Abbreviation:	
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SOP	JOB Description/Material	Person In Charge	Time
<pre> graph TD 1([1.SPL cfm greige/yarn book qty]) --> 2[2.MS released yarn/greige booking qty to fab mill] 2 --> 3[3.Update link] 3 --> 4[4.Ms fab mill confirm booking] 4 --> 5[5.Ms Pro raise up dye po] 5 --> 6[6. MS pro double check balance qty with SPL/ fabric mill MS] 6 --> 7{7,Check balance book greige end season.} </pre>	1.Yarn/greige booking	SPL & Ms.PRO	24 hours
	2..1 Ms.Pro count the yarn/greige qty according to SPL cfm'd booked qty. 2.2 Send the booking to fab mill with subject mention : season/ passionbrand/cc/fabric modal code	Ms.PRO / MS FAB MILL	24 hours
	3. MS pro update booked qty into booked link	Ms.PRO	24 hours
	4. MS FAB MILL CFMED ACCEPT BOOKING VIA EMAIL	MS fabric mill	24 hours
	5.1. Ms pro send fab po to fabric mill with FC or w/o FC (with FC fab mill will deduct greige qty booked) 5.2. MS fab mill cfm accept fabric po with delivery date.	Ms.PRO & MS fabric mill	24 hours
	6. ms pro double check balance yarn/greige qty at fabric mill with SPL and MS fabric mill monthly or weekly to make sure no over/less booking.	Ms.PRO & SPL & MS fabric mill	week N
	7. Ms Pro inform SPL if no FC but still havebalance greige booked to clear it.	Ms.PRO + SPL	week N