

Training Module: Sustainable Consumption and Production Processes in the Leather Sector



Module Endorsed by ALLPI Curriculum Review Committee



**Africa Leather and Leather Products
Institute (ALLPI)**

Training Coordinator

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Module title	Sustainable Consumption and Production Processes in the Leather Sector
Module code	
Total hours	5 days
Target group	
Description of module	This course seeks to give participants practical methods of how they can create sustainably businesses through resource efficiency. This can help achieve desired results within a set timeframe and budget with minimum usage of the resources. Major topics discussed encompass introduction to Resource Optimization and Management; Measuring performance; Sustainable practices in resource efficiency: Types of indicators and how to use them; and Production planning and control.
Learning outcomes	<p>After the module is completed, the participants should :</p> <ul style="list-style-type: none"> • Understand the importance of efficiently using available resources to carry out desired projects • Take note of every detail in their production line and measure their usage at the end of the year • Be empowered to allocate the resources available in the most efficient way possible in order to achieve set goals. • Be able to measure productivity and profitability against resource usage • Come up with a systematic approach to achieving the goals of a company with minimum resources through production planning
Content	<p>1) Introduction to Resource Optimization and Management</p> <ul style="list-style-type: none"> • Concept, universality and scope of management • Approaches to management • Ethics in management • Understanding meaning, classification and characteristics of resources • Factors affecting utilization of resources. • Optimizing use of resources and resource conservation. • Availability and management of specific resources by an individual/ family - Money - Time - Energy - Space <p>2) Measuring performance</p> <ul style="list-style-type: none"> • Managing performance • The essence of monitoring and managing performance • Productivity ratios • Establishing a baseline • Profitability determination <p>3) Sustainable practices in resource efficiency: Types of indicators and how to use them</p> <p>N/B:- Practical teaching should be used on this topic and a sample</p>

	<p>production process should be given and explained to the participants</p> <ul style="list-style-type: none"> • Main products/services • Main raw and processed materials • Energy data • Waste and emissions • Inventory of your machines and level of utilization • Time management (Work study) • Developing the PRE-SME template <p>4) Production planning and control</p> <p>N/B:- This can be taught as an elective depending on the pool of participants to assist them to run bigger orders effectively</p> <ul style="list-style-type: none"> • Introduction to the concept of production planning • The importance of production planning • Production process (Sample production systems) • Inputs and Outputs (Raw materials and Finished Products) • Production Schedules (Control) • Procurement schedules • Production reports (Feedback)
Teaching strategy	<ul style="list-style-type: none"> • Class room teaching • Field trips to industry • Assignments • Group work • Practical sessions
Assessment criteria	<ul style="list-style-type: none"> • Individual Assignment • Group assignment and presentation • Practical work
Assessment strategy	<ul style="list-style-type: none"> • Continuous assessment basis: • Class attendance • Written exams • Reports of assignments • Practical demonstration
Role of Trainer and Trainees	<ul style="list-style-type: none"> • Trainer should organize classes and field sessions, conduct lectures, give guidance to do assignments, motivate trainees to actively participate in class and field sessions. • Trainees should attend classes and field sessions, actively participate in class and field sessions and submit duly completed reports of assignments.
Teaching support and inputs	<ul style="list-style-type: none"> • Lecture materials (handouts, Slides, Reference books) • LCDs and laptops, photocopier and photocopy papers, flip charts
Module requirements	<ul style="list-style-type: none"> • Should attend all class and practical/field sessions
References	<ul style="list-style-type: none"> • Koontz.H. and O'Donnel C., 2005, Management – A systems and contingency analysis of managerial functions. New York: McGraw-

	<p>Hill Book Company</p> <ul style="list-style-type: none">• Kreitner. 2009, Management Theory and Applications, Cengage Learning: India • Rao V.S. and Narayana P.S., Principles and Practices of Management, 2007, Konark Publishers Pvt. Ltd.• http://www.intelligentmanagement.ws/learningcentre/how-can-we-optimize-resources-and-processes/• United Nations Industrial Development Organization (2010), Enterprise-Level Indicators for Resource Productivity and Pollution Intensity: A Primer for Small and Medium-Sized Enterprises• Mwinyihija, M (2015). Africa's Renaissance and potential in the leather sector with reflection to the global performance. Journal of Africa Leather and Leather Products Advances, 2(1), 1-17.
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