

## THE GARMENT AND APPAREL TRAINING AND EMPLOYMENT PROGRAMME HANDBOOK

The Garment and Apparel industry plays a significant role in Ghana's economy, contributing to export revenue, **employment generation**, and cultural preservation. However, the sector faces several challenges that hinder its growth and potential. One key challenge is the lack of skilled workers. This sector has the potential to employ diverse talents if the right support is provided.

The Garment and Apparel training and employment programme aims to bridge these gaps and create sustainable opportunities for young people interested in tailoring or dressmaking, ultimately contributing to the growth and development of the industry and the empowerment of Ghanaian youth.

The module would afford the beneficiaries the opportunity to receive in-depth knowledge and hands-on training in various aspects of tailoring and dressmaking, including **fabric selection, cutting techniques, sewing, garment construction, pattern making, and alterations**. This would finally lead to direct engagement by the various apparel set ups and for the informal setting, an opportunity to startup. The training would take the form of:

1. **Garment and Apparel Factories:** 6-month On-the-Job Training in the various skill areas per the needs of the company. This eventually leads to absorption into the work force of the companies
2. **Micro and Small scale seamstresses and tailors:** 12-month Apprenticeship programme leading to self-employment (Nationwide Coverage)

## ELIGIBILITY CRITERIA

### 1. GARMENT AND APPAREL COMPANIES

- Applicants must be registered companies with their core business in the garment and apparel space
- The company must be able to train and employ/absorb all the beneficiaries allocated them
- The company must have the infrastructure to train all the beneficiaries that are assigned them for the six-month period before permanent placement.

### Questionnaire guide – Information needed

- Company information
  - Business name
  - Contact information
  - Business location, postal and digital address
  - Company registration Number
  - TIN
  - Branches
  - Business Associations, Subsidiaries, Partners
- Information of a contact person
  - Bio data
  - Identification

- Business operations
  - List of plants and machinery
  - List of Warehouses and locations
  - Number of industrial sewing machines
  - Other machines
  - Production capacity
  - 2022 income statement
  - Profile of Management (Heads of departments)
  - List of machine operations
  - CVs of key trainers
- Training support needed
  - Training capacity (Number and size, number of machines)
  - Skills shortfall/vacancies
  -

## **2. TAILORS AND DRESS MAKERS**

1. Must be a master craft person in the business of tailoring or dress making
2. Must possess the appropriate certificate for operating that space
3. Must have operated for not less than one year

### **Questionnaire guide – Information needed**

- Bio Data
  - Name
  - Location
  - Identification
  - Others
- Business information
  - Name
  - Location
  - Registration
  - Ownership
- Operational information
  - Length of operation
  - Branches
  - Number of apprentices
  - Type of clothing they sew
  - CTVET/NVTI certificate
- Training Needs
  - How many new apprentices they can admit
  - Items needed to train them
  - How long it will take to train them

## **BENEFICIARIES**

1. Must be a Ghanaian youth between the ages of 18 to 35

### **Questionnaire guide – Information needed**

- Bio Data
  - Name
  - Location
- Options
  - Training and employment
  - Apprenticeship