**TECHNOLOGICAL POLICY AND PLANNING**

**MEE 582**

**15/ENG06/025**

**EKWUEME VENATIUS IFENJIKA**

**MECHANICAL ENGINEERING**

**SUMMARY OF THE PROJECT**

Ekwueme Venatius Surgical hand glove production firm, LLC is a licensed hand glove production company that will be located in Ibadan State. This project is aim to set- up within the ABUAD community a hand glove production firm in order to alleviate the never ending need for surgical gloves and to cut all associated cost that comes with the purchase hand gloves produced by exterior company. Surgical gloves are personal protection equipment (PPE) designed to protect clinicians in operating room (OR) environments. The primary purpose of surgical gloves is to act as a protective barrier for surgeons and nurses to prevent possible transmission of diseases or pathogens during procedures while working with surgical instruments. Similar to medical examination glove, surgical glove standards are governed by the Food and Drug Administration (FDA) within the United States. However, the FDA requires manufacturers to meet a higher level of quality standards for surgical gloves. All surgical gloves are sterilized and package sealed in pairs for individual use. The sterilization of surgical gloves is standard as surgical procedures often involve open wound operation. Today, surgical gloves are made from a variety of materials which include latex, polyisoprene, neoprene, and nitrile. A glove is a type of garment which covers the hand of a human. Gloves have separate sheaths or openings for each finger and the thumb; if there is an opening but no covering sheath for each finger they are called "fingerless gloves". Sterile surgical gloves are used to protect patients and health care workers (HCWs) from infection during surgery and to shield HCWs from exposure to blood borne pathogens. Latex gloves have been used since the nineteenth century, initially by nurses to protect their hands and eventually by surgeons to protect patients from microorganisms. Powder-free medical gloves are also used in medical clean room environments, where the need for cleanliness is often similar to that in a sensitive medical environment. As a whole it is a good project for entrepreneurs for investment. Few Indian Major Players are as under o Asian Latex Ltd.

Due to the recent outbreak of the covid-19 virus there is a surge in the demand for the surgical hand gloves for the protection of medical practitioners but this has been made difficult as the price latex has increased due to it increase in demand

and the factors affecting the price of surgical glove include

1. Tactile
2. Fine motor /dexterity
3. Hand eye coordination Test

Summary of the findings and conclusion

**Market Feasibility**

Since investor are attracted to business with minimal or low risk and higher returns on investment, therefore this business fit the requirement as there is a higher demand for the product than ever and hence ABUAD can venture into this industry and thrive as there is excess demand over supply and there shall be competitive market position to obtain.

**Technical Feasibility**

After various analysis on technical data in which high quantity of surgical hand gloves is produced with minimium cost.

**Mangement Feasibility**

These determines the appropriate surgical hand glove company and the people involve in both before and during the functions of the company.This aspect of feasibility study mainly enlightens on the the basic functions of the workers in the production firms and how work are shared among the workers based on their area of speciality.

Management of the project

Ekwueme Venatius Surgical glove production company is going to run a standard surgical hand glove company whose products will not only be sold in Ibadan state but also throughout Nigeria as a whole and across Africa.

In these our industry, we do make profit and also give customers the best product.

Some of the service we do offer

1. Manufacturing and packaging surgical hand glove for wholsale distribution
2. Manufacturing and packaging related surgical hand glove products in a variety of forms.

As a matter of fact, profit sharing arrangement are made available to all our senior management staff and it is based on the performance over the years.

The include:

1.Planning

2. Staffing

3. Organizing Resources

4. Directing

5. Training

6. Controlling System

7. Discipline

**Roles / Responsibilities**

**Planning**

: Planning is the basic function of office management. It is concerned with deciding in advance what is to be done and how it is to be done. To plan is to produce a strategy to action.

**Staffing:**

An office manager is requested to recruit and select the office staff by the top management. For this purpose, they determine the number of staff required, their qualification and experience if any, decide the sources of recruitment, receiving applications, conduct the interviews and tests and finally select the right personnel.

**Organizing Resources:**

The organising function brings resources together to achieve the goals established in the planning function. Resources include materials, personnel and financial backing. Leaders need to identify what activities are necessary, assign those activities to specific personnel, effectively delegating tasks. Leaders need to coordinate tasks to keep resources moving efficiently toward goals. It is important to prioritise which resources are essential at any given time.

For example, if more inventory is needed but the company doesn't have the financial resources to obtain the inventory, then the priority is to tackle the financial need.

**Directing:**

The function of direction refers to the way a manager issues instructions to his staff and otherwise indicates what it is that should be done. Direction can thus be regarded as the process of guiding and supervising staff.

**Training:**

The need of training is decided by the office manager. The regular training programmes are also devised and imparted to the new recruits as well as existing staff. Orientation training programme is provided to new staff and refresher course programme is provided to existing staff.

**Controlling Systems**

: Controlling systems refers to all the processes that leaders create to monitor success. This business function requires leaders to establish performance standards, measure actual performance and compare the metrics to determine anomalies.

For example, a sales leader is focused on more than only the final sales numbers; he considers the leading activities such as the number of minimum pitches and outbound calls. Leaders review the data and make adjustments in processes, policies, training or personnel to address failures based on that data. Winning leaders don't look at poor performance as failures but as opportunities to solve a problem that gets the desired results.

**Discipline:**

The implementation of rules and regulation of office is in the hands of office manager. There should not be personal bias while implementing rules and regulations. He also attends to the grievances of office staff. In this way discipline is maintained.

In essence, office management is about a dynamic process, with a number of elements and activities as part of the process. The dynamic and social element of office management mean the functions of management are separate from operational functions. Whilst operational functions refer to activities and processes such as marketing, finances and purchases, the management functions differ depending on the organisational level at which they take place.

**ECONOMIC ASPECT**

**Market study**

The report titled “Market Survey cum Detailed Techno Economic Feasibility Report on Surgical Hand Gloves”: provides an insight into the Surgical Hand Gloves market in India with focus on uses and applications, Manufacturing Process, Process Flow Sheets, Plant Layout and Project Financials of Surgical Hand Gloves project. The report assesses the market sizing and growth of the Indian Surgical Hand Gloves Industry. While expanding a current business or while venturing into new business, entrepreneurs are often faced with the dilemma of zeroing in on a suitable product/line. And before diversifying/venturing into any product, they wish to study the following aspects of the identified product:`

• Good Present/Future Demand

• Export-Import Market Potential

• Raw Material & Manpower Availability