

Title	Use safe work practices in a retail environment under supervision		
Level	2	Credits	3

Purpose	<p>This unit standard is for people who are training to work in a retail environment and includes a basic understanding of the safe work practices that are required.</p> <p>People credited with this unit standard are able to: handle stock safely; and follow safe working practices, in a retail environment under supervision.</p>
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Classification	Retail, Distribution, and Sales > Retail and Distribution Core Skills
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Available grade	Achieved
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Guidance Information

- 1 Definitions**

Retail environment – workplaces where the primary focus is on customers purchasing goods or services.

Workplace procedures referred to in this unit standard may include but are not limited to the applicable procedures found in the following: workplace performance guidelines and standards; manufacturer's procedures and specifications; Government and local body legislation.
- 2** All tasks are to be carried out in accordance with workplace procedures, the workplace being the enterprise carrying out the work.
- 3** Legislation relevant to this unit standard includes but is not limited to: Health and Safety at Work Act 2015.
- 4** Candidates undertaking assessment against this unit standard are expected to comply with the *Code of Practice for Manual Handling*, available from the Ministry of Business, Innovation and Employment website at: www.worksafe.govt.nz/worksafe, referred to as the Code of Practice.
- 5** This unit standard may be assessed against in a simulated situation that reflects a realistic workplace environment.

Outcomes and performance criteria

Outcome 1

Handle stock safely in a retail environment under supervision.

Performance criteria

- 1.1 Safe lifting practices are used in accordance with the Code of Practice.
- 1.2 Goods are stacked and arranged in accordance with the Code of Practice.
- 1.3 Equipment is used safely.

Outcome 2

Follow safe working practices in a retail environment under supervision.

Performance criteria

- 2.1 Work practices minimising the risk of fatigue and occupational overuse syndrome (OOS) are used.
- 2.2 Work breaks are used to minimise risk of fatigue and repetitive strain injury.
- 2.3 Working area is tidy, free from hazards, and facilities are set up comfortably and safely to minimise risk of fatigue and OOS.
- 2.4 Recommended stress relieving and stress minimising exercises are carried out.

Planned review date	31 December 2027
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	31 October 1997	31 December 2013
Review	2	29 July 2002	31 December 2013
Rollover and Revision	3	17 October 2008	31 December 2013
Review	4	15 April 2011	31 December 2016
Revision	5	17 October 2013	31 December 2016
Review	6	21 May 2015	31 December 2024
Review	7	8 December 2016	31 December 2025
Review	8	2 March 2023	N/A
Revision	9	25 July 2024	N/A

Consent and Moderation Requirements (CMR) reference	0112
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact Ringa Hora Services Workforce Development Council qualifications@ringahora.nz if you wish to suggest changes to the content of this unit standard.