

<b>Title</b>	<b>Use safe work practices in a retail environment under supervision</b>		
<b>Level</b>	<b>2</b>	<b>Credits</b>	<b>3</b>

<b>Purpose</b>	<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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<b>Classification</b>	Retail, Distribution, and Sales > Retail and Distribution Core Skills
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<b>Available grade</b>	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](http://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.

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## 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.

<b>Planned review date</b>	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 2024
Review	8	2 March 2023	N/A

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

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**Comments on this unit standard**

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