

Title	Describe on-board parts stock and inventory systems for a seafood vessel		
Level	4	Credits	5

Purpose	<p>This unit standard is for people working in a seafood operation.</p> <p>People credited with this unit standard are able to describe: the inventory control system for on-board parts stock on a seafood vessel, describe the stock ordering process for parts for a seafood vessel’s on-board stock, receive and store parts for on-board stock, and describe stocktaking for a seafood vessel’s on-board parts stock.</p>
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Classification	Seafood > Seafood Vessel Operations
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Available grade	Achieved
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Guidance Information

- 1 All evidence presented in this unit standard must be in accordance with workplace procedures.
- 2 Definition
Workplace procedures refer to the policies and procedures set out in a verbal or written form by the employer or organisation. Procedures must be consistent with current legislative requirements and manufacturer’s recommendations or instructions where relevant.

Outcomes and performance criteria

Outcome 1

Describe the inventory control system for on-board parts stock on a seafood vessel in accordance with workplace procedures.

Performance criteria

- 1.1 Describe the methods used to determine parts stock levels.
 Range computerised inventory, stock count, manual inventory records.
- 1.2 Describe the methods of identifying and locating parts stock.
 Range stock numbering systems, location codes, stock layout.

Outcome 2

Describe the stock ordering process and source parts for a seafood vessel's on-board stock in accordance with workplace procedures.

Performance criteria

2.1 Describe the information required to ensure accurate ordering of stock.

Range part use history, stock level, stock type, quantity required, source of supply, spare parts manual, machine manual.

2.2 Describe the requirements and need for a purchase authority.

2.3 Source parts and confirm their suitability for the needs of the company and the machine.

Range lead time, price, quality, minimum order quantity, freight costs.

Outcome 3

Receive and store parts for on-board stock in accordance with workplace procedures.

Performance criteria

3.1 Confirm the parts delivered correspond to those detailed on the packing slip and the purchase order and report any disparities to the provider.

3.2 Check the condition of the goods supplied before taking on board and report any damage to the provider.

3.3 Place parts in the designated storage location.

3.4 Adjust stock records to reflect the new stock level.

3.5 Dispose of unwanted packaging.

Outcome 4

Describe the purpose of and procedures for stocktaking seafood vessel's on-board parts stock in accordance with workplace procedures.

Performance criteria

4.1 Describe the purpose of stocktaking.

Range financial, supply and demand, security.

4.2 Describe the procedures to check records and stock on-board.

Planned review date	31 December 2028
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	28 February 2001	31 December 2020
Review	2	14 January 2004	31 December 2020
Review	3	18 July 2008	31 December 2020
Review	4	27 June 2019	N/A
Rollover	4	29 February 2024	N/A

Consent and Moderation Requirements (CMR) reference	0123
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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 the Muka Tangata - People, Food and Fibre Workforce Development Council qualifications@mukatangata.nz if you wish to suggest changes to the content of this unit standard.