

<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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### Explanatory notes

- 1 Definitions  
*Organisational procedures* referred to in this unit standard may include but are not limited to the applicable procedures found in the following: organisational performance guidelines and standards; manufacturer's procedures and specifications; Government and local body legislation.  
*Retail environment* – workplaces where the primary focus is on customers purchasing goods or services.
- 2 All tasks are to be carried out in accordance with organisational procedures, the organisation 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).
- 5 This unit standard may be assessed against in a simulated situation that reflects a realistic workplace environment.

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### Outcomes and evidence requirements

#### Outcome 1

Handle stock safely in a retail environment under supervision.

**Evidence requirements**

- 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.

**Evidence requirements**

- 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 2021
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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	N/A
Review	7	8 December 2016	N/A

<b>Consent and Moderation Requirements (CMR) reference</b>	0225
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

**Please note**

Providers must be granted consent to assess against standards (accredited) by NZQA, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be granted consent to assess against standards by NZQA before they can register credits from assessment against unit standards.

Providers and Industry Training Organisations, which have been granted consent and which are assessing against unit standards must engage with the moderation system that applies to those standards.

Requirements for consent to assess and an outline of the moderation system that applies to this standard are outlined in the Consent and Moderation Requirements (CMR). The CMR also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

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### **Comments on this unit standard**

Please contact ServiceIQ [qualifications@ServiceIQ.org.nz](mailto:qualifications@ServiceIQ.org.nz) if you wish to suggest changes to the content of this unit standard.