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| Title | Plan and control stock storage areas in a retail or distribution environment | | |
| Level | 4 | Credits | 3 |

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| Purpose | People credited with this unit standard are able to plan storage areas to accommodate stock, and control stock storage areas in a retail or distribution environment. |
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| Classification | Retail, Distribution, and Sales > Retail and Distribution Management |
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| Available grade | Achieved |
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Guidance Information

- 1 Definitions
Distribution environment refers to a workplace where the primary focus is on storage and distribution of stock.
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; Government and local body legislation.
Retail environment refers to 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.
- 3 Any relevant Acts, regulations, and bylaws must be complied with during assessment against this standard.

Outcomes and performance criteria

Outcome 1

Plan storage areas to accommodate stock in a retail or distribution environment.

Performance criteria

- 1.1 Factors affecting assignment of storage areas are identified and their impact on the storage area plan is explained.

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| Range | factors may include but are not limited to – seasonal stock, new lines, available space, access to stock, dangerous and/or hazardous stock, budget, security. |
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1.2 Storage area plan is developed.

Range includes but is not limited to – stock requirements, safe access, logical sequence.

Outcome 2

Control stock storage areas in a retail or distribution environment.

Performance criteria

2.1 Stock is stored in accordance with storage area plan.

2.2 Stock is rotated and replenished.

Range stock rotation requirements include but are not limited to – first in first out (FIFO) basis, expired items replaced by closest expiry date, controlled let-downs.

2.3 Stored stock is visible and easily identified.

2.4 Security of stock storage areas is maintained.

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| 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 2018 |
| Review | 2 | 29 July 2002 | 31 December 2018 |
| Review | 3 | 21 November 2008 | 31 December 2018 |
| Review | 4 | 8 December 2016 | 31 December 2024 |
| Review | 5 | 26 January 2023 | N/A |

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| 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.