

Title	Pick and assemble goods in a food and related products warehouse for dispatch to customers		
Level	2	Credits	10

Purpose	People credited with this unit standard are able to: demonstrate knowledge of product labelling and storage systems; pick and stack goods in a food and related products warehouse; and assemble goods for dispatch to customers.
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Classification	Food and Related Products Processing > Food and Related Product Storage and Distribution
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Available grade	Achieved
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Guidance Information

- 1 Legislation relevant to this unit standard may include but is not limited to the:
Health and Safety at Work Act 2015.
Food Act 2014.
Food (Safety) Regulations 2002.
- 2 Definitions
Organisational procedures refer to documents that include: worksite rules, codes, and practices; equipment operating instructions; manufacturer's specifications; production specifications; documented quality management systems; and health and safety requirements, including the use of PPE.
PPE refers to personal protective equipment such as protective clothing, gloves, safety glasses, headwear, footwear, hearing protection, safety devices.
Related products refer to beverages, household products, or personal care products.
- 3 Assessment information
All activities and evidence must be in accordance with organisational procedures.

Outcomes and performance criteria

Outcome 1

Demonstrate knowledge of product labelling and storage systems.

Performance criteria

- 1.1 A product labelling system is described in terms of the product information and dating system.

- 1.2 A product storage system is described in terms of stock rotation, the segregation of seconds and expired stock, and the location and retrieval of stock.
- 1.3 The product storage system is described in terms of the need to maintain product quality.

Outcome 2

Pick and stack goods in a food and related products warehouse.

Performance criteria

- 2.1 Goods are picked in accordance with the picklist, the company order and delivery throughput requirements.
- 2.2 Goods are picked and stacked in accordance with the need to maintain the quality of the goods, and with the drop sequence.
- 2.3 Out of stock shortfalls are dealt with.

Outcome 3

Assemble goods for dispatch to customers.

Performance criteria

- 3.1 Picked goods are assembled and stacked in accordance with dispatch instructions.
- 3.2 Picked goods are wrapped and labelled.
- 3.3 Picked goods are assembled and wrapped.

Planned review date	31 December 2025
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	20 December 2001	31 December 2022
Rollover and Revision	2	24 August 2006	31 December 2022
Review	3	25 February 2021	N/A

Consent and Moderation Requirements (CMR) reference	0013
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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 Competenz qualifications@competenz.org.nz if you wish to suggest changes to the content of this unit standard.