

Title	Maintain legislative requirements in a grocery outlet		
Level	4	Credits	5

Purpose	<p>This unit standard is for experienced people working in a grocery outlet.</p> <p>People credited with this unit standard are able to maintain legislative requirements in a grocery outlet.</p>
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Classification	Retail, Distribution, and Sales > Retail and Distribution Core Skills
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Available grade	Achieved
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Guidance Information

- 1 **Definition**
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.
- 2 Legislation relevant to this unit standard includes but is not limited to: Consumer Guarantees Act 1993, Fair Trading Act 1986, Food Act 2014, Food Hygiene Regulations 1974, Health and Safety at Work Act 2015, Health and Safety in Employment Regulations 1995, Human Rights Act 1993, Privacy Act 1993, Sale and Supply of Alcohol Act 2012, Smoke-free Environment Regulations 2007, Weights and Measures Act 1987.
- 3 All tasks are to be carried out in accordance with organisational procedures, the organisation being the enterprise carrying out the work.
- 4 Evidence for the practical components of this unit standard must either be gathered in the workplace or in a realistic environment where the candidate has to produce product or similar for customers who have the same expectations for quality and timeliness as a paying customer.

Outcomes and performance criteria

Outcome 1

Maintain legislative requirements in a grocery outlet.

Performance criteria

- 1.1 Health and safety policies and procedures are monitored and maintained in accordance with legislative requirements.
- 1.2 Legislative compliance requirements are monitored and maintained.

Range compliance requirements include but are not limited to – alcohol, tobacco.
- 1.3 Food safety requirements are monitored and maintained.
- 1.4 Company policies, procedures and quality assurance processes are monitored and maintained to ensure legislative compliance.
- 1.5 Interactions with external compliance organisations are maintained.
- 1.6 Co-ordination and communication between departments in the grocery outlet are monitored to ensure legislative requirements are complied with.
- 1.7 Any compliance issues are investigated and reported.
- 1.8 Legislative requirements are communicated to relevant personnel to ensure compliance.

Range communication may include but is not limited to – staff briefings, coaching sessions, electronic communication, newsletters, memos, staff bulletins; evidence of two legislative requirements is required.

This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	18 December 2013	31 December 2024
Review	2	8 December 2016	31 December 2024
Review	3	2 March 2023	31 December 2024

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