

Title	Demonstrate knowledge of procurement for a produce department in a grocery outlet		
Level	3	Credits	5

Purpose	<p>This theory-based unit standard is for people who are working as produce assistants or supervisors in a grocery outlet.</p> <p>People credited with this unit standard are able to demonstrate knowledge of procurement for a produce department 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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Explanatory notes

- 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, Weights and Measures Act 1987.

Outcomes and evidence requirements

Outcome 1

Demonstrate knowledge of procurement for a produce department in a grocery outlet.

Evidence requirements

- 1.1** The process for determining stock volumes is explained in terms of the specific components related to produce procurement.

Range specific components include but are not limited to – seasonality, trading patterns, high-low volume items, price, source, availability, quality.

- 1.2 The process for determining unit costs is explained in terms of landed costs versus retail price.
- 1.3 The produce procurement process is described in terms of demand, target markets for specific produce types, and local and international produce sources.
- 1.4 The process of purchasing produce from the local market, local suppliers, or a distribution centre is explained in terms of organisational procedures.
- 1.5 The process of purchasing imported produce is explained in terms of organisational procedures.
- 1.6 The importance of managing the produce procurement process to minimise risk is explained in terms of competitive pricing, purchasing volumes, customer buying habits and procurement to meet agreed targets.
- 1.7 The produce procurement process is described in terms of how it interfaces with other procurement systems used in the organisation.

Planned review date	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	24 October 2014	N/A
Review	2	8 December 2016	N/A

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>.

Please note

Providers must be granted consent to assess against standards (accredited) by NZQA, or an inter-institutional body with delegated authority for quality assurance, 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.

Comments on this unit standard

Please contact ServicelQ qualifications@ServicelQ.org.nz if you wish to suggest changes to the content of this unit standard.