

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

<b>Purpose</b>	<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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<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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### 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, Weights and Measures Act 1987.

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### Outcomes and performance criteria

#### Outcome 1

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

#### Performance criteria

- 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.
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- 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.

**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	24 October 2014	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

This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.