

<b>Title</b>	<b>Supervise vintage staff in a commercial wine cellar operation</b>		
<b>Level</b>	<b>4</b>	<b>Credits</b>	<b>15</b>

<b>Purpose</b>	<p>This unit standard is intended for experienced cellar operations staff who are responsible for supervising cellar operations staff during vintage.</p> <p>People credited with this unit standard are able to; prepare vintage staff for work, and supervise vintage staff in a commercial wine cellar operation.</p>
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<b>Classification</b>	Food and Related Products Processing > Wine Production - Cellar Operations
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<b>Available grade</b>	Achieved
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### Explanatory notes

#### 1 References

Enactments and codes relevant to this unit standard include but are not limited to the: Food Act 1981 and Food Act 2014; Health and Safety in Employment Act 1992, which will be replaced by the Health and Safety at Work Act 2015 when it becomes effective on 4 April 2016; Resource Management Act 1991; Food (Safety) Regulations 2002; Food Hygiene Regulations 1974; Australia New Zealand Food Standards Code, available at <http://www.foodstandards.govt.nz/>.

#### 2 Definitions

*Cellar notes* refer to instructions written by the winemaker that relate to the processing of juice and wine.

*Workplace procedures* – approved procedures used by the organisation carrying out the work and applicable to the tasks being carried out. They may include but are not limited to – standard operating procedures, site safety procedures, equipment operating procedures, codes of practice, quality assurance procedures, housekeeping standards, and procedures to comply with legislative and local body requirements.

*Vintage* is the period when grapes are harvested and processed into wine.

*Vintage staff* are seasonal or casual staff, employed to carry out cellar operations tasks during vintage.

#### 3 Range – evidence is required for supervision of; juice and wine transfers, juice and wine additions, temperature control using heat exchangers, tank mixing, equipment set ups, cleaning and sanitising; and any two of – crushing, pressing, receiving and despatching juice or wine, barrel hall operations, red cap management.

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## Outcomes and evidence requirements

### Outcome 1

Prepare vintage staff for work in a commercial wine cellar operation.

#### Evidence requirements

- 1.1 Vintage staff are inducted into cellar operation in accordance with workplace procedures.
- 1.2 Vintage staff are trained in workplace procedures and cellar operations tasks in accordance with workplace procedures.
- 1.3 Instructions in cellar notes are interpreted and identify cellar operations tasks to be completed, potential quality control issues, and health and safety hazards, in accordance with workplace procedures.  
  
Range evidence for two quality control issues and two health and safety hazards is required.
- 1.4 Vintage staff are briefed on cellar operations tasks to be undertaken in terms of: schedule of tasks; quality control issues; health and safety; and environmental controls relating to the tasks.

### Outcome 2

Supervise vintage staff in a commercial wine cellar operation.

#### Evidence requirements

- 2.1 Tasks are allocated to staff to meet workplace situations and requirements in accordance with workplace procedures.  
  
Range situations and requirements may include but are not limited to: available skills, work schedules and targets, work load balance, providing training and/or experience.
- 2.2 Vintage staff are monitored under taking cellar operations tasks, and feedback is provided in a positive and supportive way.
- 2.3 Equipment set ups and procedures are verified when requested, in accordance with workplace procedures.
- 2.4 Corrective actions are discussed and implemented to ensure cellar notes, health, safety, environmental, and quality control requirements are met.
- 2.5 Vintage staff, under the control of the candidate, are supervised in the completion of cellar operations tasks, in accordance with workplace procedures.
- 2.6 Reports related to cellar operations, under the control of the candidate, are completed and stored in accordance with workplace procedures.

<b>Planned review date</b>	31 December 2019
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#### Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	19 November 2015	N/A

<b>Consent and Moderation Requirements (CMR) reference</b>	0013
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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, 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 CMRs. 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 Competenz at [qualifications@competenz.org.nz](mailto:qualifications@competenz.org.nz) if you wish to suggest changes to the content of this unit standard.