

Title	Develop a plan for the layout of a retail or distribution operation		
Level	4	Credits	4

Purpose	People credited with this unit standard are able to develop a plan for the layout of a retail or distribution operation.
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Classification	Retail, Distribution, and Sales > Retail and Distribution Management
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Available grade	Achieved
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Guidance Information

- 1 Legislation relevant to this unit standard includes but is not limited to: Health and Safety at Work Act 2015.
- 2 Definitions

Distribution operation refers to a workplace where the primary focus is on storage and distribution of stock and may include but is not limited to: a store, or the department of a store.

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; Government and local body legislation.

Retail operation refers to the premises of distribution business unit, and may include but is not limited to: a storage facility, or a discrete area within a storage facility.

Outcomes and performance criteria

Outcome 1

Develop a plan for the layout of a retail or distribution operation.

Performance criteria

- 1.1 Purpose of layout is identified in accordance with organisational procedures.
- 1.2 Factors affecting the layout are identified in accordance with organisational procedures.

Range may include but is not limited to – site, location, stock, area, environment, image, marketing philosophy, fixtures, storage, security, demographics, pedestrian and vehicular traffic, parking, weather, local body regulations, competitive and complementary business activities, budget, limitations.

1.3 Specifications for layout are developed in accordance with organisational procedures.

Range may include but is not limited to – design, interior and exterior features, theme, branding, traffic flow, type and placing of fixtures, storage, security, resources.

1.4 Draft plan is developed in accordance with specifications.

Range may include but is not limited to – approach, objectives, budget, timeline, contractors, suppliers, resources, implementation schedule, quotes, legislation.

1.5 Draft plan is approved in accordance with organisational procedures.

Range may include but is not limited to – sign-off, checking, ratification, legal opinion, compliance.

Planned review date	31 December 2027
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	17 June 1993	31 December 2018
Review	2	20 November 2006	31 December 2018
Review	3	8 December 2016	31 December 2024
Review	4	26 January 2023	N/A

Consent and Moderation Requirements (CMR) reference	0112
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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 Ringa Hora Services Workforce Development Council qualifications@ringahora.nz if you wish to suggest changes to the content of this unit standard.