



Australian Government

Department of Education, Employment and Workplace Relations

SIRRMER002A Pack and display meat products

Revision Number: 2

SIRRMER002A Pack and display meat products

Modification History

The version details of this endorsed unit are in the table below. The latest information is at the top.

Release	Comments
Second Release	Editorial updates

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required to prepare, arrange and present meat products within the store. It includes the setting up and maintenance of displays, labelling and pricing stock. It also includes the packing, handling and storage of meat products.

Application of the Unit

This unit describes the performance outcomes, skills and knowledge required to prepare, arrange and present meat products within the store. It includes the setting up and maintenance of displays, labelling and pricing stock. It also includes the packing, handling and storage of meat products.

Licensing/Regulatory Information

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

Pre-Requisites

SIRRFSA001A Apply retail food safety practices

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements and Performance Criteria

Element

Performance Criteria

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

- | | |
|------------------------------------|---|
| 1. Prepare meat products. | <ul style="list-style-type: none"> 1.1. Identify products to be trimmed or sliced, and trim or slice according to product and <i>safety requirements</i>. 1.2. Use trimming and slicing equipment safely and switch off after use, if applicable, according to <i>legislative requirements and store policy and procedures</i>. 1.3. Clean and store trimming and slicing equipment according to store procedures and legislative requirements. 1.4. Identify and prepare items to be defrosted according to legislative requirements and store procedures. |
| 2. Wrap and package meat products. | <ul style="list-style-type: none"> 2.1. Set up tubs, trays and <i>supplies for packing meat</i> according to store procedures. 2.2. Weigh and price products according to store procedures. 2.3. <i>Wrap and package</i> products to prevent <i>deterioration</i> or leakage according to legislative requirements and store procedures. 2.4. Wrap and package products for display or for customer according to store procedures. |
| 3. Lay out products. | <ul style="list-style-type: none"> 3.1. Unpack and remove meat stock from cooler according to store procedures and legislative requirements. 3.2. Place meat products in or on display units in determined locations. 3.3. Display and arrange meat products and replenish to achieve a balanced fully stocked appearance and promote sales. 3.4. Ensure layout reflects advertising and seasonal promotions. 3.5. Check meat products for freshness, quality and trimmed prior to placement on display. 3.6. Identify damaged, deteriorated, spoiled or out-of-date stock and take <i>corrective action</i> as required according to store procedures and legislative requirements. 3.7. Display and store meat products separately as required to avoid cross contamination according to store policy and legislative requirements. 3.8. Place meat product range according to display units, fixtures, ticketing, prices or bar codes. |

- 3.9. Rotate meat products according to shelf life, use by dates, store procedures and legislative requirements.
- 3.10. Ensure presentation of meat products complies with product **handling requirements**, techniques and legislative requirements.
- 3.11. Actively support store promotions as required.
- 3.12. Identify ideas for store promotions and convey to appropriate personnel.
4. Prepare display labels and tickets.
 - 4.1. Prepare **labels and tickets** for window, wall or floor displays, display units or products according to store policy.
 - 4.2. Date code stock as required.
 - 4.3. Identify soiled, damaged, illegible or incorrect labels and tickets and take corrective action.
 - 4.4. Identify and ticket late mark downs and reductions according to store policy.
 - 4.5. Use and maintain electronic ticketing equipment according to design specifications.
 - 4.6. Maintain **store ticketing equipment** in a secure location.
5. Place, arrange and display price tickets and labels.
 - 5.1. Ensure tickets and labels are visible and correctly placed on products according to legislative requirements and store procedures.
 - 5.2. Replace labels and tickets according to store policy.
 - 5.3. Maintain correct pricing and clear information on products according to store procedures and legislative requirements.
6. Maintain meat displays.
 - 6.1. Reset and dismantle special promotion areas.
 - 6.2. Select meat products for display.
 - 6.3. Ensure products are arranged and faced up as directed and according to layout specifications and **load-bearing and load limit capacity** of fixtures, display or storage units.
 - 6.4. Identify, reset or remove unsuitable or out of date displays as directed.
 - 6.5. Identify optimum stock levels and replenish stock according to store policy.
 - 6.6. Maintain display areas in a clean and tidy manner.
 - 6.7. Remove excess packaging from display areas.
7. Protect meat products.
 - 7.1. Identify and use correct handling, storage and display techniques according to stock characteristics and legislative requirements.
 - 7.2. Identify protective clothing and equipment according to legislative requirements and store procedures.
 - 7.3. Identify and use **implements for handling products** according to legislative requirements and store policy.
 - 7.4. Identify and maintain correct temperatures for **product range** according to legislative requirements and store procedures.

- 7.5. Maintain and clean *storage and display units* according to store procedures.
- 7.6. Regularly check storage and display units to ensure products are kept at recommended temperatures.
- 7.7. Report temperature irregularities to appropriate people without delay.

Required Skills and Knowledge

This section describes the essential skills and knowledge and their level, required for this unit.

Required skills

- interpersonal communication skills to:
 - report temperature irregularities and convey ideas for store promotions to appropriate personnel through clear and direct communication
 - share information
 - use language and concepts appropriate to cultural differences
 - use and interpret non-verbal communication
- technical skills to use and maintain:
 - food preparation tools and equipment
 - electronic labelling and ticketing equipment
 - food storage and display units
- planning and organising skills to complete tasks in set timeframe
- literacy and numeracy skills in relation to:
 - reading and interpreting store procedures and guidelines
 - weighing and measuring of goods
 - machine or manual preparation of labels and tickets

Required knowledge

- store policy and procedures in regard to:
 - the sale of food items
 - merchandising, ticketing and pricing
 - correct storage of stock
 - principles of display
 - store promotional themes, advertising, catalogues and special offers
 - location of display areas
 - availability and use of display materials
 - stock rotation
 - stock replenishment
 - scheduling for building and rotating displays
 - correct manual handling techniques for protection of self and merchandise
 - correct storage procedures for labelling and ticketing equipment and materials
- store meat product range
- pricing procedures, including GST requirements
- preparation of meat products for display, including

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, the range statement and the Assessment Guidelines for this Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

- consistently applies store policy and procedures in regard to hygiene and sanitation practices
- consistently applies store policy and procedures in regard to preparation, arrangement, presentation, handling and storage of meat products
- consistently applies store policy and procedures in regard to displaying, merchandising, ticketing, pricing and storage of stock
- displays merchandise on fixtures, shelves and display areas in determined locations according to special manual handling techniques and other safety requirements
- prepares display labels and price tickets for merchandise according to store policy and procedures
- operates, maintains and stores a range of electronic ticketing equipment according to:
 - store policy and procedures
 - industry codes of practice
 - manufacturer instructions and design specifications
- arranges correct pricing and information on merchandise according to store procedures, industry codes of practice and legislative requirements
- identifies damaged, soiled or out-of-date stock and takes corrective action as required by store procedures
- maintains display areas and replenishes stock as required according to store procedures.
- performs correct manual handling, storage and display techniques according to:
 - stock characteristics
 - industry codes of practice
 - WHS regulations
 - food safety practices.

Context of and specific resources for assessment

Assessment must ensure access to:

- a retail work environment
- ticketing equipment
- meat product preparation equipment

- products for preparation and display
- display materials and props
- cleaning equipment and materials
- relevant documentation such as:
 - store policy and procedure manuals
 - WHS
 - industry codes of practice and relevant legislation
 - manufacturer instructions and operation manuals for electronic ticketing equipment.

Methods of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- observation of performance in the workplace
- third-party reports from a supervisor
- customer feedback
- written or verbal questioning to assess knowledge and understanding
- review of portfolios of evidence and third-party workplace reports of on-the-job performance.

Guidance information for assessment

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended, for example:

- SIRRFSA001A Apply retail food safety practices.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording in the performance criteria is detailed below.

Safety requirements may include:

- WHS
- food safety.

Legislative requirements may include:

- WHS
- pricing procedures, including GST requirements
- manual handling
- consumer law
- waste disposal
- environmental protection
- industry codes of practice
- food safety regulations.

Store policy and procedures in regard to:

- hygiene and sanitation practices and preparation, arrangement, presentation, handling and storage of meat products
- maintenance and cleaning of equipment and working areas.

Supplies for packing meat may include:

- polystyrene trays
- soaker pads
- clear plastic containers
- plastic wrap
- plastic bags
- butcher paper.

Wrap and package may include:

- pre-packaging
- separating items to prevent cross-contamination
- protection of items
- covering to prevent deterioration of product.

Deterioration of product may include:

- contamination
- product life and use-by date
- crushing
- drying out.

Corrective action may include:

- return to supplier
- disposal
- report to supervisor and manager.

Handling requirements may vary according to meat product characteristics, including:

- perishable items
- cooked and uncooked items
- items requiring defrosting and freezing
- separating items to enhance presentation and to prevent

- cross-contamination and spoiling
 - items requiring chilling and heating
 - wet and dry items.
 - Australian Product Number (APN)
 - name and address of vendor
 - description of product
 - price, ingredients, use-by date or shelf life and nominal weight
 - recommended storage procedures
 - recommended intended use
 - nutritional information.
- Labels and tickets*** may be provided or produced electronically or manually, and may include:
- Store ticketing equipment*** may include:
- pricing gun
 - shelf tickets
 - shelf talkers
 - written or electronically produced labels
 - bar coding
 - price boards
 - header boards.
 - weight-bearing capacity
 - temperature maintenance.
- Load-bearing and load limit capacity*** may include:
- Implements for handling products*** may include:
- gloves
 - tongs
 - knives
 - slicers.
- Store meat ***product range*** may include:
- beef
 - lamb
 - mutton
 - veal
 - pork
 - chicken
 - venison, kangaroo, emu and other game
 - special cuts
 - smallgoods
 - manufactured goods
 - value-added goods, e.g. ready-to-cook and marinated
 - individual serves
 - barbecue spits.
- Storage and display units*** may include:
- window displays
 - freezers
 - refrigerated units and coolrooms
 - display fixtures, bins and cabinets

- self-serve.

Unit Sector(s)

Retail

Competency field

Merchandising