



Australian Government

Department of Education, Employment and Workplace Relations

SFIDIST401C Buy seafood product

Release: 1

SFIDIST401C Buy seafood product

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit of competency involves using product and market knowledge to identify suppliers and opportunities for securing product at an attractive price that meets food and trade regulations. It applies to buying seafood product within Australia only. Licensing, legislative, regulatory or certification requirements may apply to this unit. Therefore it will be necessary to check with the relevant state or territory regulators for current licensing, legislative or regulatory requirements before undertaking this unit.
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Application of the Unit

Application of the unit	All enterprise or workplace procedures and activities are carried out according to <i>relevant government regulations, licensing and other compliance requirements, particularly food safety and hygiene regulations and procedures</i>. Appropriate <i>personal protective equipment (PPE)</i> is selected, checked, used and maintained.
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Licensing/Regulatory Information

Refer to Unit Descriptor

Pre-Requisites

Prerequisite units		

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

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.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Communicate with suppliers	1.1. Effective business communication with suppliers is established, maintained and conducted in a professional, courteous manner. 1.2. Current product knowledge and market knowledge is demonstrated in all communications with suppliers or central fish market.
2. Buy product	2.1. Product type and volume to be purchased is identified and the most appropriate supplier selected. 2.2. Product quality is confirmed before it is bought to ensure that it meets the standards and specifications of the enterprise food safety program and quality assurance system, and food regulations. 2.3. Product identification is maintained from point and time of purchase to ensure enterprise procedures for product recall can be effected.
3. Maintain records	3.1. Records of all communications with supplier are maintained. 3.2. Records of transactions and product inspections are established, stored and filed according to customer requirements.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- assessing seafood quality against a product specification
- computer literacy for:
 - electronic filing, records and communications
 - using internet for market research, ordering and monitoring logistics
 - document production and spreadsheets
- developing and maintaining a networking relationship with a range of suppliers
- maintaining records of seafood inspections, transactions and communications with supplier
- researching marketing information

REQUIRED SKILLS AND KNOWLEDGE

- negotiating price and sales arrangements.

Literacy skills used for:

- completing complex forms
- corresponding in writing
- identifying and tracing product
- reading enterprise procedures
- reading industry magazines.

Numeracy skills used for:

- calculating gross margins, percentage mark-ups and discounts
- manipulating buying and selling margins to maintain profit margins.

Required knowledge

- buying systems used by suppliers
- legislative requirements associated with purchasing, sales, storage and movement of seafood
- market knowledge for the species, such as seasonal demand, prices and supply conditions
- product knowledge, such as species recognition, quality, potential food safety hazards and specifications
- techniques used in business to:
 - establish and maintain networks
 - negotiate supply arrangements and seafood prices.

Evidence Guide

EVIDENCE GUIDE

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

Overview of assessment

Critical aspects for assessment evidence required to demonstrate competence in this unit

Assessment must confirm the ability to:

- buy seafood that meets the needs of the customer for species, specifications and time of delivery, as well as meeting food safety and other trading requirements, and at a price that is profitable for the business.

Assessment must confirm knowledge of:

- effective communication
- effective negotiation
- species likely to be in demand in Australia
- where to buy seafood in Australia.

Context of and specific resources for assessment

Assessment is to be conducted at the workplace or in a simulated work environment.

Resources may include:

- access to auction systems
- access to fishermen's cooperatives
- examples of product to be sold
- examples of customer's requirements
- industry member directories
- product specifications
- product to be inspected.

Method of assessment

The following assessment methods are suggested:

- portfolio of correspondence or records of discussions with customers/suppliers
- role-play.

Guidance information for assessment

This unit may be assessed holistically with other units within a qualification.

Range Statement

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, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Relevant government regulations, licensing and other compliance requirements may include:

- business or workplace operations, policies and practices:
 - commercial law, including fair trading and trade practices
 - consumer law
 - corporate law, including registration, licensing and financial reporting
 - disability policies and practices
 - equal opportunity, anti-discrimination and sexual harassment
 - industrial relations and awards, individual employment contracts and share of catch agreements
 - jurisdictional variations
 - superannuation
 - taxation
 - trade practices
 - warnings and dismissals
 - worker's compensation
- ecologically sustainable development (ESD) principles, environmental hazard identification, risk assessment and control
- fisheries or aquaculture regulations, permits, licences, quotas, catch restrictions, and other compliance requirements, including:
 - Australian Exclusive Economic Zone
 - international treaties and agreements
- food safety, Hazard Analysis Critical Control Point (HACCP), hygiene and temperature control along chain of custody
- imports quarantine and inspection, and importing approved arrangements for Australian Quarantine Inspection Service (AQIS), Australian Customs Service (ACS)

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	and Biosecurity Australia (BA) • occupational health and safety (OHS) hazard identification, risk assessment and control • product quality assurance • correct naming and labelling (e.g. country of origin, Australian Fish Names Standard and eco-labelling) • correct quantities, sizes and other customer requirements • third-party certification (e.g. Australian Grown and ISO 14001:2004 Environmental management systems).
<i>Food safety and hygiene regulations and procedures</i> may include:	• Australian Shellfish Sanitation program • display, packaging and sale of food, including seafood and aquatic products • equipment design, use, cleaning and maintenance • exporting requirements, including AQIS Export Control (Fish) orders • handling and disposal of condemned or recalled seafood products • HACCP, food safety program, and other risk minimisation and quality assurance systems • location, construction and servicing of seafood premises • people, product and place hygiene and sanitation requirements • Primary Products Standard and the Australian Seafood Standard (voluntary) • processing, further processing and preparation of food, including seafood and aquatic products • product labelling, tracing and recall • receipt, storage and transportation of food, including seafood and aquatic products • requirements set out in Australian and New Zealand Food Authority (ANZFA) Food Standards Code and state and territory food regulations • temperature and contamination control along chain of custody.
<i>PPE</i> may include.	• insulated protective clothing for freezers or chillers and refrigeration units

RANGE STATEMENT	
	• non-slip and waterproof boots (gumboots) or other safety footwear • protective hair, beard and boot covers.
Communication may include:	• email • face to face • facsimile • letter • online • telephone and SMS.
Suppliers may include:	• central market • exporter • fisher • fishermen's cooperative • importer • seafood farmer • wholesaler.
Product knowledge may include:	• Australian Food Standards Code • correct marketing name • harvest or fishing area • product form • prohibited species • seasonality • species' scientific name.
Market knowledge may include:	• availability of product throughout Australia and overseas • industry contacts • local and overseas market situation • open and closed fishing areas • saleability of product • up-to-date directories of industry members.
Buy may be by:	• auction • direct purchase from fisher/cooperative/farm • use of agent or middleman, or wholesaler.
Specifications may include:	• country of origin • fresh, frozen and preserved seafood • price • product form • size grades • species

RANGE STATEMENT	
	• trim details.
Records may include:	• computer/computer storage • manual or paper file.
Transactions may include information on:	• delivery address • packaging • payment terms • time of delivery • transport mode • weight • weight grade, count grade and code grade.

Unit Sector(s)

Unit sector	Seafood sales and distribution
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Co-requisite units

Co-requisite units		

Competency field

Competency field	
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