Open Awards Qualification Unit

This unit forms part of a regulated qualification. Click here to view qualifications.

1 Unit Details

Unit Title:	Understanding the Control, Receipt and Storage of Stock in a Retail Business
Unit Reference Number:	F/615/9467
Level:	Level 2
Credit Value:	2
Minimum GLH:	17

2 Learning Outcomes and Criteria

Learning Outcome (The Learner will):	Assessment Criterion (The Learner can):
1. Understand the importance of having the right stock levels	1.1 Describe the purpose of stock control
	1.2 Describe the consequences of inaccurate paperwork relating to stock
	1.3 Describe how stock levels are maintained and the consequences to the business of not carrying the right levels of stock
2. Understand how goods are received on the premises of a retail business	2.1 Explain why it is important to know what goods are expected and when they are due to arrive
	2.2 Describe how to prepare the receiving area for goods delivery
	2.3 Explain why it is important to check the quality and quantity of the good received
	2.4 Describe the procedures for reporting and recording: a) Variations in the quantities of goods received b) Defects in quality, such as damage or breakages.
	2.5 State what personal protective equipment should be used within the goods delivery area

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3.	Understand how stock should be stored to prevent damage or loss	3.1 Describe the methods of storing stock
		3.2 Describe stock handling techniques which prevent damage and loss
		3.3 Explain why the quality of stock should be checked regularly and state the possible reasons why stock may deteriorate in storage
		3.4 Explain why stock should be stored in order of receipt and describe how this is done

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