



Public Notice of Approval of Application to Initiate Bargaining for a Proposed Fair Pay Agreement

Section 37 of the Fair Pay Agreements Act 2022

Proposed Fair Pay Agreement: Grocery supermarket industry - General

Initiating Union: First Union Incorporated

Application Number: FPA01-004-2022

Decision: APPROVED

I, the Chief Executive of the Ministry of Business, Innovation and Employment (MBIE), give notice that I have approved an application from the Initiating Union to initiate bargaining for a proposed fair pay agreement (FPA) under section 33 of the Fair Pay Agreements Act 2022 (the Act), for the Grocery supermarket industry, as described below in Part 2 of this Public Notice.

Part 1: Initiation test relied on

The Initiating Union's application relied on the 1,000 employees representation test for initiating bargaining under section 28(1)(a) of the Act. This test is met if at least 1,000 employees who would be within the coverage of the proposed FPA support the application to initiate bargaining.

The Initiating Union claimed support from 1,383 employees and provided information about those employees as required to support the application under section 31 of the Act. Using this information, MBIE selected a random sample of employees for the purpose of verifying the information provided by the Initiating Union.

Based on that sample verification, I was satisfied that the representation test under section 28(1)(a) of the Act had been met in that at least 1,000 employees within the proposed coverage support the application to initiate bargaining for a proposed FPA.

Part 2: Coverage of the proposed FPA for the Grocery supermarket industry - General

The proposed FPA is an industry-based agreement and covers only the occupations within the industry as described below.

Industry description

The Grocery supermarket industry is the industry in which business units are engaged in retailing all the following categories:

- groceries and non-specialised food lines
- fresh fruit and fresh vegetables
- fresh meat including fresh poultry
- bread and other baked products and
- household non-food items.

“Fresh” is defined by Section 6 of the Consumer Information Standards (Origin of Food) Regulations 2021.

Industry exclusions

The Grocery supermarket industry excludes pharmacy, hardware, and/or café operations that are situated on supermarket premises.

Occupation description

The proposed FPA applies to the Grocery supermarket industry for the occupations listed below with reference to ANZSIC codes.

Shelf Filler ANZSCO code 891211

An employee who fills up shelves and display areas in supermarkets.

Alternative title:

- Nightfill Assistant

Tasks may include:

- placing goods neatly in bins and on racks, and stacking bulky goods on floors
- filling shelves with goods ensuring goods with the earliest use-by dates are at the front of shelves
- noting what has been sold and collecting goods needed
- maintaining shelf order by removing stock belonging to a different location
- helping customers find goods they need
- pricing goods.

Checkout Operator ANZSCO code 631111

An employee who operates a cash register and receives payments from customers and issues receipts and returns change.

Tasks may include:

- scanning, weighing and recording prices of goods
- receiving and processing payments for goods and services by cash, cheques, gift vouchers, credit and debit cards and other payment types
- issuing sales docketts and giving change
- maintaining supplies of change, wrapping and other materials used at checkout.

Office Cashier ANZSCO code 631112

An employee who receives payments from customers, issues receipts, returns change due and meets the public and explains charging and billing policy.

Baker ANZSCO code 351111

An employee who prepares and bakes bread loaves and rolls which are sold at the same establishment.

Pastrycook ANZSCO code 351112

An employee who prepares and bakes buns, cakes, biscuits and pastry goods which are sold at the same establishment.

Pastrycook Assistant ANZSCO code 851211

An employee who assists a pastrycook in the kitchen, preparing ingredients, cleaning and storing equipment.

Kitchenhand ANZSCO code 851311

An employee who assists kitchen in preparing and displaying food, and cleaning food preparation and display areas.

Butcher ANZSCO code 351211

An employee who selects, cuts, trims, prepares and arranges meat for sale or supply, operates meat processing machines.

Storeperson ANZSCO code 741111

An employee who receives, handles and despatches goods in a store or warehouse within a supermarket.

Retail Manager (General) ANZSCO code 142111

An employee who organises and controls the operation of a retail trading establishment. This includes Department Managers.

Alternative titles:

- Meat Manager
- Nightfill Manager
- Price Integrity Manager
- Storeroom Manager

- Shop Manager
- Retail Store Manager
- Perishables Manager
- Bakery Manager
- Deli Manager
- Liquor Manager
- Long life Manager
- Assistant Long-life Manager
- Fresh Foods Manager

Retail Supervisor ANZSCO code 621511

An employee who supervises and coordinates the activities of retail sales workers.

Alternative titles:

- Duty Supervisor
- Checkout Supervisor
- Pricing or Price Integrity Supervisor
- Nightfill Supervisor
- Sales Department Supervisor
- Storeroom Supervisor
- Perishables Supervisor
- Stocktake Supervisor
- Bakery Supervisor
- Compliance Supervisor
- Deli Supervisor
- Liquor Supervisor
- Charge Baker
- Charge Butcher

Office Manager ANZSCO code 512111

An employee who organises and controls the functions and resources of an office such as administrative systems and office personnel within a supermarket.

Tasks may include:

- contributing to the planning and review of office services, and setting priorities and office service standards
- allocating human resources, space and equipment
- assigning work to and monitoring work performance of staff
- managing records and accounts of the office
- liaising with professionals to coordinate office business and to facilitate resolution of problems
- ensuring office equipment and supplies are maintained
- ensuring compliance with occupational health and safety regulations
- ensuring work complies with relevant government legislation, policies and procedures
- coordinating personnel activities such as hiring, promotions, performance management, payroll, training and supervision.

Seafood Process Worker ANZSCO code 831313

An employee scales, cleans, fillets, cuts, shells, grades and packages fish and shellfish within a supermarket.

Meat Process Worker ANZSCO code 831311

An employee who processes carcasses and prepares meat and meat products within a supermarket.

Poultry Process Worker ANZSCO code 831312

An employee who dresses, trims, cuts into portions, bones, fillets, weighs, grade and packages poultry within a supermarket.

Trolley Collector ANZSCO code 899922

An employee who collects supermarket trolleys from car parks and other areas and returns them to the supermarket by hand or trailer. May drive a small tractor to tow the trolleys.

Sales Assistant ANZSCO code 621111

An employee who sells goods and services such as food, clothing, household appliances, office supplies and cosmetics within a supermarket.

Alternative titles:

- Retail Assistant
- Stocktake Assistant
- Relay Assistant
- Self-Checkout Assistant
- Deli/Seafood Assistant
- Chilled/Frozen Foods Assistant
- Produce Assistant

Tasks may include:

- selling Lotto tickets within a supermarket
- selling liquor, with an Age Restricted Goods qualification
- trolley collection.

Customer Service Manager ANZSCO code 149212

An employee who plans, administers and reviews customer services relations within a supermarket.

Alternative titles:

- Assistant Customer Service Manager
- Service Manager

Cook ANZSCO code 341511

An employee who prepares, seasons and cooks food within a supermarket.

Retail Loss Prevention Officer ANZSCO code 442215

An employee who detects and investigates shoplifting, fraud and other unlawful acts of employees or customers of a retail establishment. Registration or licencing may be required.

Cleaner ANZSCO code 811699

An employee who cleans supermarkets.

Online Assistant/Picker closest ANZSCO code 891211 (Shelf Filler) or 639911 (Other Sales Support Worker)

An employee who collects goods and produce for online orders.

Tasks may include:

- collecting goods from shelves for online customer orders.

Online Supervisor closest ANZSCO code 621511 (Retail Supervisor)

An employee who processes and supervises orders for online customers.

Tasks may include:

- processing and supervising online orders.

Online manager closest ANZSCO code 142111 (Retail Manager General) or 621511 (Retail Supervisor)

An employee who manages a team of online staff.

Tasks may include:

- managing teams of online assistants/pickers and supervisors
- providing online customer service.

Online Customer Service closest ANZSCO code 149212 (Customer Service Manager) or 621511 (Retail Supervisor)

An employee who deals with customer queries and complaints regarding online orders.

Tasks may include:

- dealing with complaints and queries with online orders.

Part 3: General information

- i. Unless the coverage of the proposed FPA changes during bargaining, the FPA will apply to:
 - a. each employee who, in relation to the FPA, will be a covered employee; and
 - b. each employer who, in relation to the FPA, will be a covered employer (i.e. because it employs at least one covered employee).
- ii. Each covered employee and each covered employer (as at the date on which the application to initiate bargaining was approved) may be represented in the bargaining for the proposed FPA
- iii. A plain language explanation of next steps for bargaining can be viewed on Employment New Zealand webpage and in [The Fair Pay Agreements System: a guide for participants](#)



Carolyn Tremain

**Te Tumu Wharekarae mō Hikina Whakatutuki,
Chief Executive of Ministry of Business, Innovation and Employment**

Date: 11 / 7 / 2023