

2009 OFFICIAL TRAINING MANUAL

For Contest Coordinators

Event of:



*Promoted for
Membership of:*



*Sponsored &
Administered By:*



Best Bagger Contest

World of Food & Fuel Expo

Knoxville Convention Center

Nashville, Tennessee

April 18, 2009

ONLY PLASTIC BAGS WILL BE USED AT THE TGCSA COMPETITION.



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INTRODUCTION

The proper bagging of groceries is an important part of the operation of a successful retail grocery business. The Tennessee Grocers & Convenience Store Association in cooperation with, National Grocers Association, endeavors to help grocers recognize this important customer service by conducting an annual state “Best Bagger” Contest.

Since states are limited to one contestant in the NGA contest, many retailers develop and conduct their own contests to select their representative for the state contest. In other states, retailers and/or wholesalers hold the contest independent of any state association. This brochure should provide the information necessary for you to conduct your own contest. Any questions regarding this contest should be directed to the TGCSA office.

There are several advantages to holding a competition yourself:



2008 “Best Bagger” Winner
Corey Spearman, Publix

Advantages to Retailers:

1. Ensures that the most qualified individual is selected to represent your company.
2. Increases employee motivation and builds a “team spirit for the competition.”
3. Highlights customer service by showing customers the importance placed on the proper bagging of their groceries.
4. Provides recognition for good employees.

Advantages to Wholesalers:

1. Supports your retailers’ efforts to acknowledge good service.
2. Encourages youth to consider a career in the food industry by promoting positive experiences.
3. Increases your visibility at state conventions and beyond. Many wholesalers work with association executives to award state-level prizes for runners-up.

BRING YOUR COMPANY'S BEST BAGGER TO:



SHOPPING LIST

The Tennessee Grocers &
Convenience Store Association's
2009 "Best Bagger" Contest

Saturday, April 18, 2009

Knoxville Convention Center

12:30 pm

Preliminary & Final Rounds

This state competition will be the culmination of contests across the state, with a champion from each company entering the contest.

The National Grocers Association's
2010 "Best Bagger" Contest

February 2010 (Official Date TBA)



2009 “BEST BAGGER” STATE & NATIONAL CONTEST REQUIREMENTS

Who Can Enter the Contest?

State

TGCSA will accept one contestant from each store or company division for the 2009 “Best Bagger” contest. If there is more than one per company, a “Bag Off” must be held at company level to determine one contestant for the TGCSA event. The winner at the 2009 “Best Bagger” contest will compete at the 2010 national competition during the National Grocers Association convention.

National

NGA will accept one contestant from each state for the 2010 “Best Bagger” contest.

If the state association does not enter a contestant, NGA will accept an entrant who has competed in a contest sponsored by a retailer or wholesaler.

Participants in the NGA contest must spend more than 25% of the time at work bagging groceries to be eligible to compete in the national contest.

There are no age restrictions for NGA’s “Best Bagger” competition.

Previous National “Best Bagger” Champions (1st place winners) of the NGA “Best Bagger” competition are not eligible for future entry into the contest.

Special Note: NGA provides prize money in the amount of \$250.00 to one winner from each state. The prize should be awarded to the bagger that represents the state at the National contest.

Where Is The Contest?

State

All rounds will be held at the Knoxville Convention Center, on April 18, 2009 at 12:30 pm.

National

All rounds will be held in February 2010 in Las Vegas, Nevada. (Official Date to be announced.)

Contestants Will Be Judged on the Following Criteria

- Speed
- Proper bag building technique
- Distribution of weight between bags
- Style, attitude and appearance

What Are the Prizes?

State

- An expense paid trip to the national competition during the National Grocers Association Convention
- Statewide Recognition
- First Place Trophy
- Scholarships
 - 1st Place-\$750 scholarship from TGEF & \$250 Cash from NGA
 - 2nd Place-\$600 scholarship

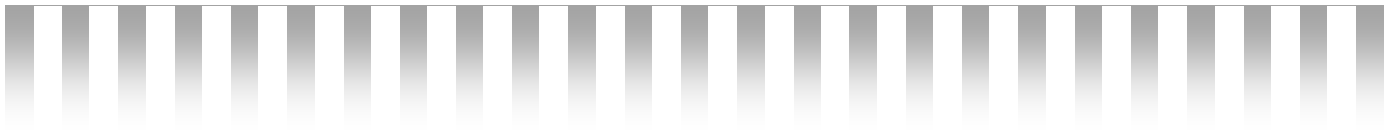
National

- Full complimentary registration to the NGA convention for each contestant and one guest
- Certificates of participation and souvenir apron for all entrants
- Trophies and cash prizes to the five finalists:
 - Winner.....\$2,000 cash
 - 1st Runner up.....\$1,000 cash
 - 2nd, 3rd and 4th Runners-up.....\$500 each

How to Enter Your Contestant

When your contest is over, enter your winner into the TGCSA (state) contest by completing the entry form on page 23 and returning it to TGCSA.

After the TGCSA (state) competition TGCSA will enter the state winner into the national contest.



Recruiting Sponsorships



SUGGESTIONS FOR RECRUITING SPONSORSHIPS

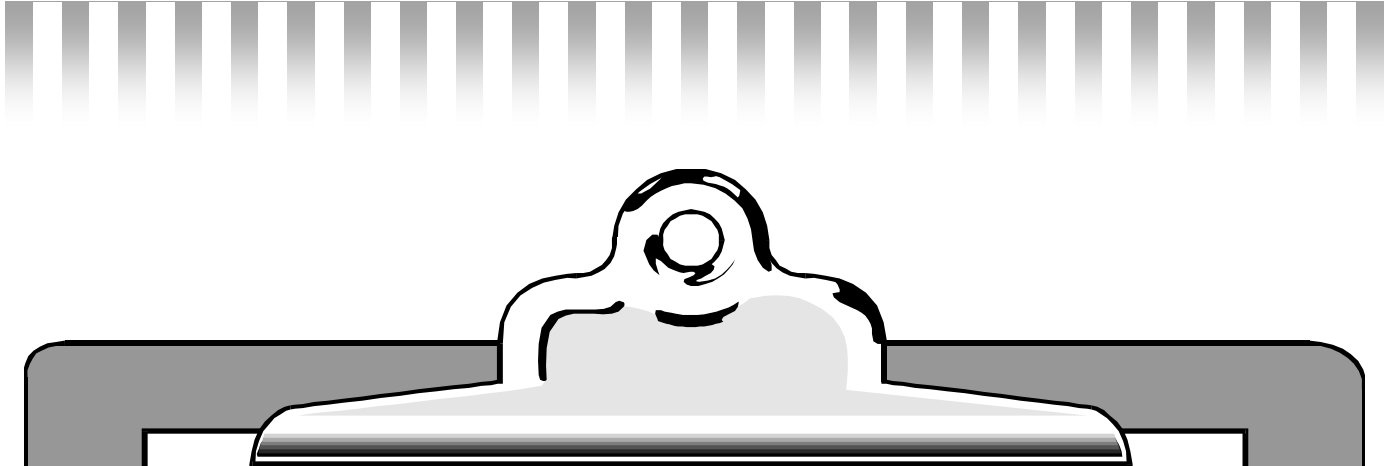
We have drafted a sample letter to help you start finding the financial support you may need to hold your own contest. The expenses are minimal, with the exception of sending your bagger to the state competition in Knoxville. TGCSA will sponsor the state winner by funding an expense paid trip to the nationals.

When writing your letter:

-
- If you have held contests in the past, include photos, newspaper clips, etc., to convey the excitement that surrounds the event.
 - Follow up as you promise.
 - Call the TGCSA office with any questions.

Although you can probably get these items donated, here are some costs you may incur:

- Contest T-shirts, aprons or other bagger paraphernalia
- Trophies
- Cash prizes
- Signs
- Staging
- Thank you gifts for judges, MC, sponsors



Pat Doe
Area Sales Representative
AJH Soup and Cracker Company
100 Soup and Cracker Street
Soup and Crakerville, ST 00000

Dear Pat:

Are you familiar with the “Boomerang Principle?” The term was coined by Ireland’s leading supermarket owner, Feargal Quinn. He believes that it is not enough to have shoppers come into a store for the first time. Building business demands that you **BRING THOSE SHOPPERS BACK**.

A superior front end is the last - and perhaps the most critical - opportunity for sending the customer off with a good feeling about the shopping experience. This is one key to bringing that customer back and effectively utilizing the “Boomerang Principle.”

[XYZ Foods] is committed to our store(s) upholding the highest customer service standards. The “Best Bagger” Contest is one of the most effective and fun ways our store(s) support and train our front-end employees. It is a worthwhile program for sponsoring suppliers/manufacturers, because it provides name and logo exposure in a unique event that attracts community and media attention.

[XYZ Foods] is planning for our [year] Best Bagger Contest in hopes of having the winning the contestant represent [company] at the 2009 State Bagger Contest. This year’s contest will be held at the 2009 TGCSA Convention sponsored by Tennessee Grocers & Convenience Store Association. The contest will take place April 18, 2009, at the Knoxville Convention Center.

Presently we still have sponsorship opportunities available. Because I respect the trusted partnership we have built in working together, I want to give you one of the first opportunities to sponsor our [year] “Best Bagger” Contest. There are cost involved in running this program that have yet to be funded by a sponsor. Interest in this program is exceptional; don’t miss an opportunity to be part of this exciting event.

I will contact you soon to discuss how we can work together and experience all the benefits of holding a “Best Bagger” Contest. Should you have any questions in the meantime, please call me at (___) ___ - _____.

Thank you for considering this exciting proposition!

Sincerely,

[You]
XYZ Foods





RUNNING YOUR OWN CONTEST

While it may sound like a formidable task to organize a bagging contest, TGCSA and NGA hopes to make it a fun and worthwhile project. With help from these instructions and your TGCSA staff, who stand ready to offer any and all assistance, we think you'll want to make the bagging contest an annual event.

Here's How You Do It!

Select Your Site

Choose a location for your contest where there is ample space for the equipment, contestants, timers, judges and observers. In addition, the contest should be easily visible to the observers watching the competition. One of the goals of the bagging contest is to improve morale for all employees, not just for baggers.

Contest Time Line

A key element in planning a successful competition is allowing enough time for both preparation and execution. A sample time schedule might be:

Before the Event

Two or three months prior-Announce the competition. Included in the announcement should be the rules, the criteria for judging and an entry form so employees can sign-up.

Six weeks prior-Send announcements to the press. Contact local papers, news, radio and TV stations, and community bulletin boards - you'll be pleasantly surprised by the response. This is a great opportunity to get exposure for your company - a real "All-American Event!" Sample press releases are available from TGCSA. Call the TGCSA office to receive one.

One month prior-Place announcements in your store(s) to alert customers and employees; remind press and other media of the event.

One week prior-Send rules and judging instructions to judges.

The Day of the Event

Two hours prior - Brief judges and timers on procedures. Check all equipment (scales, clock, stop watches, calculators, PA system) to make sure everything is in working order. Give a description of duties to the timers along with a schematic of how groceries should be arranged on the check stands (sample enclosed). While the contestants are being briefed, have the timers arrange the groceries on the check stands. **EVERYTHING MUST BE IDENTICAL!**

One hour prior - Assemble all contestants and go over contest procedures with them. Remember, they will be nervous, so try to make the procedures as simple and concise as possible, and reassure them.

Contest Personnel

Without a doubt, the most important element in a successful contest is the people involved.

This will include:

- **MC** - A Master of Ceremonies or announcer should be someone who is comfortable speaking in front of a group. An ideal candidate might be a senior official in the organization or a "celebrity." This person will need to explain the purpose of the contest, go over the judging criteria, introduce the contestants, give an running commentary during the contest, interview each contestant after each heat and also provide some type of entertainment between the heats.
- **Judges** - The most important trait of a judge is impartiality. The optimum number of judges would be three. Ideally, the judges should have bagging experience; although it is not essential. All judges should be furnished with the rules prior to the competition so that they are prepared to work as



A contestant waits to start the bagging competition at the TGCSA Contest.

quickly as possible between each heat. You may also want to consider having separate panels to judge the paper and plastic heats. If you face time constraints, you may want to have one judge for each check stand you use. With this method, it is imperative to gather your judges in advance and reach a consensus on how to score consistently.

- **Timers** - You will need one timer for each contestant in a heat. The timers will be required to arrange the groceries on the check stands as well as to time each heat. When the heat is completed, they should write the contestant's name and time on his/her paper bags and on an index card for the plastic bags.
- **Judging assistants**- You will need at least two persons to assist the judges with weighing the groceries, calculating the scores and clearing the judging area for the next heat.
- **Optional** - Encourage sponsors for each contestant to bring along "cheerleaders." (The organizers of one state contest planned elaborate "grand entrances" for their competitors.) While all this might sound rather extravagant, it really does work to bring together "the corporate family." (See suggestion for decorations on next page.)

Staging

The contest can be as simple or sophisticated as you want it to be. The only absolute rule is that **WHATEVER YOU DO MUST BE THE SAME FOR ALL CONTESTANTS.**

The contest area should be equipped with:

- Tables or check stands for each contestant in a heat;
- Microphone and sound/PA system for MC and for playing music;
- Signs acknowledging sponsors;
- A designated area for contestants to gather and wait their turn, as well as an area for the audience to observe (Keep the crowd several feet away from the check stands)
- Plastic bag racks to hold bags open during plastic rounds.

(The state competition only uses plastic bags.)

Optional equipment:

- Large clock with seconds indicated for audience participation. (Official time is determined by timer's stopwatch.)
- Grocery carts to hold groceries and transport filled bags to the judging tables.

The area for judging should be close to, but set aside from, the check stands and contain:

- Two draped tables and enough chairs for the judges.
- Electronic scale for weighing groceries (with a back-up scale in case of malfunction.)
- Calculator for tabulating scores.
- Stop watches for each timer (with at least one extra in case of malfunction.)
- Markers for timers to write contestants' names and times on their paper bags.
- Index cards on which to write contestants' names and times for their plastic rounds.

Other essential supplies:

- Complete sets of groceries. (Determine before the contest that all the grocers can fit into two paper and three plastic (1/6 barrel) bags. If you are running both paper and plastic in your contest, you will need three sets of groceries for every bagger in a round: one set for each bagger in the paper heat, one set for each bagger in the plastic heat, and one set of groceries to set for the next round while the plastic is being judged. If you are not using plastic in your contest, you will only need two sets of groceries for each bagger in a round.)
- Ample supply of paper and plastic bags. (Be sure to open and close the top few bags before each round begins to eliminate any defective or over-glued bags.)

Items that add to the organization (but are not essential) include:

- Whistle to begin each heat.
- If a random drawing will help to keep your contest impartially, draw numbers from a hat and contestants will compete in that order. Each contestant will require two numbered flags or pennants; one will be worn by the contestant and one will go on the grocery cart where the bags may be placed for judging. (Don't forget safety pins.)
- Contestants should dress appropriately to represent their stores. You may want to hand out contest shirts, aprons or some other identifying

apparel to contestants. If so, do this after the heats have taken place - proper dress is a part of the judging criteria. (Keep the timers in mind too - a uniform look helps to identify them.)

- Decorations. Keep in mind that the purpose of the contest is to boost morale and promote employee relations. The contest should be as festive as your budget will allow. Banners, balloons and music all help to get people in the spirit of the event.

Prizes

This is probably the most flexible factor in the whole process. The most important prize the contestants will receive will be the recognition from their peers and superiors. Whatever you decide to give as awards, every contestant should receive something; "Best Bagger" t-shirts and certificates are excellent mementos of the event. Ideally, the winner should have the opportunity to advance to another competition, be it the state or national competition, or next year's competition at your company.

Technical Assistance

The NGA "Best Bagger" Coordinator will be happy to provide any technical assistance you might need. If you need on-site assistance for your contest, just let us know.

After the Event

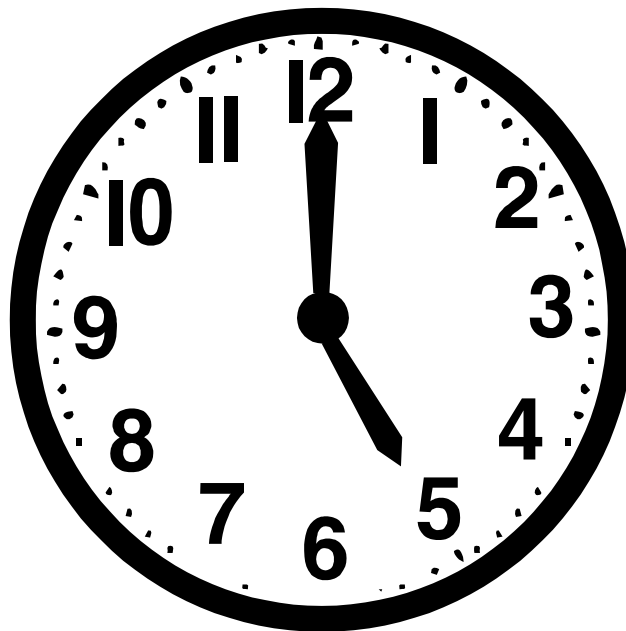
Recognition of your contest, participants and winner are important.

- Be sure to contact local media with press release information thanking the many companies and individuals for their involvement.
- Send thank-you letters to sponsors, MC, judges, timers and all helpers.
- Send information about the winner to TGCSA for state competition. (see page 23)

INSTRUCTIONS FOR TIMERS:

1. Check stop watches.
2. Arrange all groceries on the check stands according to the same schematic.
3. Time baggers. Begin when MC says "GO" and stop when the contestant raises his/her hands.
4. Write the name of the contestant and his/her time on the paper bags. For plastic bags, write the name of the contestant and his/her time on an index card and put it in one of the plastic bags.
5. Place bags in cart and wheel to scales, then move to judging table.
(Note: If grocery carts are not being used, simply place the contestants' bags on the judges table(s) for judging. At the state & national level, bags will be left on the check stands until after the judges have examined and scored them so as not to disrupt the placement of items. They will then be taken to the scales to be weighed.)
6. Return to #1 and repeat. (It is important to reset stop watches for each heat.)

Thanks for your cheerful assistance!!





SAMPLE GROCERY LIST

The baggers in the TGCSA State & NGA National “Best Bagger” Contests will be ranked for individual style, their ability to arrange items properly (and use correct number of bags), even distribution of weight between bags and the speed with which they bag.

Each contestant will bag identical grocery orders consisting of no more than 40 commonly purchased items. The list provided below is similar to that used for the 2008 TGCSA & NGA “Best Bagger” Contests, and the breakdown on points for speed is related to this list. Feel free to use this list or make up your own - just be sure that all items can fit into two paper or three plastic bags. **NO ADVANCE GROCERY LIST WILL BE AVAILABLE FOR THE 2008 TGCSA OR 2009 NGA “BEST BAGGER” CONTEST.**

Contestants will be required to bag in the state and national contest as if in an everyday store situation.

- 1.....16 oz. can Pork and Beans
- 1.....10 3/4 oz. can Tomato Soup
- 1.....19 oz. can Soup (Vegetable)
- 1.....10 oz. can Soup
- 1.....30 oz. jar Spaghetti Sauce
- 1.....6 pack 6 oz. cans Juice
- 1.....7 1/2 oz. package Pepperidge Farm Snack Sticks
- 1.....16 oz. package Bread
- 1.....16 oz. jar Crunchy Dill Pickles
- 1.....28 oz. bottle Bar-B-Que Sauce
- 1.....6 oz. can Large Pitted Olives
- 1.....11 1/2 oz. Frozen Dinner
- 1.....5 oz. can Premium Chunk White Chicken
- 1.....7 oz. Chicken Pot Pie
- 1.....4 3/8 oz. Frozen Breakfast
- 1.....9 3/4 oz. box Cookies
- 1.....Box frozen fish sticks
- 1.....1.5 oz. package Cup Chicken Noodle Soup
- 1.....3 oz. package Chicken Flavored Ramen Noodles
- 1.....12 oz. jar Salad Dressing
- 1.....Envelope of seasoning
- 2.....single-roll packages of Paper Towels
- 1.....4 pack of 40-watt Light Bulbs
- 1.....4 pack of 3 1/2 oz. Soap
- 1.....6 1/2 oz. package Potato Chips
- 1.....dozen Large Eggs
- 2.....7 oz. packages Cubed Stuffing

ITEM ARRANGEMENT FOR “BEST BAGGER” CONTEST

(USING SAMPLE LIST ON PAGE 12)

Pickles	Eggs	Potato Chips	Goldfish		
Frozen Dinner	Cup of Soup	Spaghetti Sauce	10 oz. Soups	Frozen Breakfast	Can Chicken
Cookies	BBQ Sauce	Canned Spaghetti	Pork and Beans	Pot Pie	Soap
Bread	Fish Sticks	Light Bulbs	Olives	Ramen Noodles	Seasoning
19 oz. and 10 3/4 oz. Soups	Snack Sticks	Juice	Stuffing	Dressing	Towels



A contestant concentrates on her bag building technique and speed at the TGCSA Contest.



Pack The Sack: A Properly Packed Grocery Bag



CRITERIA FOR CHOOSING A “BEST BAGGER” OF PAPER BAGS

Speed-----10 points

Contestants should bag orders significantly more quickly than the average bagger.

<u>Time</u>	<u>Points</u>
35 seconds or less	10
35.1 - 39 seconds	9
39.1 - 43 seconds	8
43.1 - 47 seconds	7
47.1 - 51 seconds	6
51.1 - 55 seconds	5
55.1 - 59 seconds	4
59.1 - 63 seconds	3
63.1 - 67 seconds	2
More than 67 seconds	1

Proper Bag Building Technique-----10 Points

Contestants should be able to arrange groceries correctly within a paper sack. Packing should involve these steps:

1. Placing heavy cans on the bottom of the bag;
2. Framing boxed items around the bag’s wall to create a “cushion” for other items;
3. Inserting bottles and other glass-encased groceries in the center of the sack;
4. Placing crushables, such as produce and eggs, on the top; and
5. Slipping small items, like packs of gum, in the spaces in the bag.

(Two points will automatically be deducted from a bagger’s “Bag Building Technique” score if more than two bags are used.)

Distribution of Weight Between Bags-----5 Points

When bagging with paper, the ideal order will fill two bags. Contestants should know how to distribute groceries between sacks so that all sacks in an order are approximately equal in weight. To calculate the score, weigh each bag and record the weight. Take the heaviest bag weight and subtract the difference from the total possible points.

Example: The heaviest non-crushable weighs 15.75 pounds and the lightest non-crushable bag weighs 14.25 pounds. The weight difference between the two bags is 1.50 pounds. Subtract this difference from the total possible points (5.00-1.50=3.50) The total points to be awarded is 3.50.

Style, Attitude and Appearance-----5 Points

All contestants should present a neat appearance, be polite and convey a customer-oriented attitude. Contestants will be judged in part on their composure and self-confidence.

**Best Possible Score-----30 Points
for Paper Heat**

PRINCIPLES OF BAGGING

1

SIZE OF THE JOB

A good bagger looks over the order and plans the load. Begin by asking the customer which bagging container he prefers (but don't overload it). He will appreciate it.

2

BAG SELECTION

Without forgetting material cost, decide how many and what size bags to use. As a rule, use the smallest bag that will complete the order. Do not double-bag if not necessary, unless company policy especially calls for it.

3

OPEN THE BAG CAREFULLY AND QUICKLY

Open the bag by putting one hand down through the center, squaring the bottom so the bag will stand up right without support. The temptation is to snap the bag open. Don't do it! It's dangerous, especially, if the bag corner catches someone in the eye.

4

BUILD A SOLID FOUNDATION

Build a square foundation and distribute the weight in the center of the bag by placing cereal boxes, sacks of flour or sugar or canned goods in it. This strong, heavy base helps the bag to stand upright and makes it easier to carry. From this point, continue to build your load from heavy to light.

Notice the word place. Never throw things into the bag. Place them with grace and speed, but never throw.

5

SPLIT THE ORDER FOR EQUAL WEIGHT

Don't overload the bag by putting the bulk of heavy merchandise in one bag. Balance the load by placing heavy items in two or three bags. The customer will appreciate this gesture, especially if the merchandise has to be carried up a flight of stairs.

6

SECOND-WRAP WET ITEMS

Insulate the outer bag from moisture by second-wrapping or small-bagging wet produce, cellophaned meat (it leaks) and frozen foods. Dampness breaks down the fibers in paper bags and can cause them to collapse. Extra wrapping insures against collapse and gives the bagger a few items for foundation material.

7

BUILD UP THE WALLS

Make a trim, square package by solidly packing flat packages (cereal, soap powders), which builds up the walls, eliminates creases and gives the pack more strength. It also makes the bag easier to carry and forms a protective center funnel for breakable goods. Watch the sharp corners! Boxes should be bagged so sharp corners won't tear the bag.

8

PACK BREAKABLES IN THE CENTER FUNNEL

Keep milk cartons or glass bottles and jars off the top of the bag. Put them in the center funnel to ensure their protection. Always tighten caps on bottles before they are placed in the bag.

9

PACK IT SOLID

Fill in gaps with small merchandise. A solid pack prevents shifting and cuts down on breakage.

10

TOP YOUR STRUCTURE WITH CRUSHABLES AND BREAKABLES

Put lighter breakable goods on top of more solid, heavier, non-breakables. Eggs, potato chips, soft fruit and vegetables, light bulbs and bakery goods should be placed on top where they are free from pressure. Don't stop here. Your job isn't finished.



SOME FOODS REQUIRE SPECIAL HANDLING

Consider the following:

- Ammonia and bleach should not be placed in bags with other food stuffs. These chemicals are poisonous and will contaminate food with which they come in contact. Avoid danger by sacking these items separately to prevent spoiling on food.
- Hand-carry don't bag sacks of potatoes, giant boxes of soap, cartons of soft drinks and large bottles of bleach.
- Butter, yeast and meat can absorb the odor of strong foods. Keep them away from garlic, onions, cheese and other merchandise emitting strong odors.
- Fancy cakes and other fragile items should be double-bagged before being placed in a sack.
- Light bulbs and other fragile items should be double-bagged before being placed in a sack.
- Watermelons need not be bagged unless sliced.
- Celery and similar produce should be bagged by standing the stalk upright in a corner with no more than two or three inches showing over the top of the bag.



MAKE SURE THE ORDER IS COMPLETE

Be certain that every item in the purchase has been placed in a bag. It's easy to overlook the cash receipt and other handouts. Be sure you place them in the bag before it leaves your stand. Hand the order to the customer...don't shove it. Pick up the bag properly by placing one hand at the bottom with the other at the side and hand it over to the customer. Never lift the bag by the top sides - it's sure to rip.

2009 "BEST BAGGER" INDIVIDUAL SCORE SHEET FOR PAPER HEAT

Contestant Name: _____

Number: _____

Store Name: _____

Skill	Points Possible	Points Awarded												
<p>SPEED TIME: _____</p> <p>0-35.00=10, 35.01-39.00=9, 39.01-43.00=8, 43.01-47.00=7, 47.01-51.00=6, 51.01-55.00=5, 55.01-59.00=4, 59.01-63.00=3, 63.01-67.00=2, 67.01 and above=1</p>	10													
<p>DISTRIBUTION OF WEIGHT BETWEEN BAGS Weigh each bag and record weight on this form. Take the heaviest bag weight, minus the lightest bag weight and subtract the difference from the total possible points. EXAMPLE:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 25%;">Heaviest bag</td> <td style="width: 25%;">15.75 lbs.</td> <td style="width: 25%;">Total possible points</td> <td style="width: 25%;">5.00</td> </tr> <tr> <td>Lightest bag</td> <td>-14.25 lbs.</td> <td>Weight difference</td> <td>-1.50</td> </tr> <tr> <td>Weight difference</td> <td>1.50</td> <td>Total points to award</td> <td>3.50</td> </tr> </table>	Heaviest bag	15.75 lbs.	Total possible points	5.00	Lightest bag	-14.25 lbs.	Weight difference	-1.50	Weight difference	1.50	Total points to award	3.50	5	
Heaviest bag	15.75 lbs.	Total possible points	5.00											
Lightest bag	-14.25 lbs.	Weight difference	-1.50											
Weight difference	1.50	Total points to award	3.50											
<p>PROPER BAG BUILDING TECHNIQUE One point for each Yes circled Yes Total _____</p> <p>Y N Cans, Bottles and Jars. On the bottom of the bags (no cans on top of cans, jars on top of cans or other jar)?</p> <p>Y N Boxes on the sides or walls of bags (cannot be laying flat)?</p> <p>Y N Bottles & other glass-encased items are in the center of the bags?</p> <p>Y N No glass bottles next to each other (filler items separating them)?</p> <p>Y N "Filler" items in spaces between items (e.g., Lifesavers, JELL-O box, seasoning packages)?</p> <p>One point for each No circled No Total _____</p> <p>Y N Bags are torn (caused the tear by slamming or shoving items into the bags)?</p> <p>Y N Bags are wrinkled (grabbing & slamming bags down)?</p> <p>Y N Items are damaged (items just thrown in the bag)?</p> <p>Y N Item left on the check stand?</p> <p>NOTE: Two points will automatically be deducted from this section if more than two bags are used.</p>	10													
<p>STYLE, ATTITUDE AND APPEARANCE All contestants should present a neat appearance, be polite and convey a customer-oriented attitude. Contestants will be judged in part on their composure and self-confidence.</p>	5													
Total Points	30													

CRITERIA FOR CHOOSING A “BEST BAGGER” OF PLASTIC BAGS

Speed-----10 points

Contestants should bag orders significantly more quickly than the average bagger.

Time	Points
35 seconds or less	10
35.1 - 39 seconds	9
39.1 - 43 seconds	8
43.1 - 47 seconds	7
47.1 - 51 seconds	6
51.1 - 55 seconds	5
55.1 - 59 seconds	4
59.1 - 63 seconds	3
63.1 - 67 seconds	2
More than 67 seconds	1

Proper Bag Building Technique-----10 Points

Contestants should be able to arrange groceries correctly within a plastic bag. Packing should involve these steps:

1. Build the walls first by placing non-crushable items on the sides of the bags. Use items other than crushables or 2 liter bottles. Once sides are built, they should remain in place.
2. Fill out the area inside the “walls” to create a tight foundation. Use any non-crushable item for this task by placing the item on the bottom of the bag and between the sides. Be sure to fill out the bag until tight, since this will keep the bag upright.
3. Top off the bag by sliding small items into the available spaces within the walls of the bag and placing light, non-crushables on top of the bag, being careful not to block the handles. Never try to place something between one of the walls and the bag.
4. Bag should stand on its own when full, without falling over.
5. Place all crushable items in a single bag.
(Two points will automatically be deducted from a bagger’s “Bag Building Technique” score if more than three bags are used.)

Distribution of Weight Between Bags-----5 Points

When bagging with plastic, the ideal order will fill three bags. Contestants should know how to distribute groceries among bags so that the order contains one crushable bag and two non-crushable bags approximately equal in weight. The weight score will be determined by subtracting the weights of the two non-crushable bags.

Example: Do not weigh the crushable bag. The heaviest non-crushable weighs 15.75 pounds and the lightest non-crushable bag weighs 14.25 pounds. The weight difference between the two bags is 1.50 pounds. Subtract this difference from the total possible points (5.00-1.50-3.50) The total points to be awarded is 3.50.

Style, Attitude and Appearance-----5 Points

All contestants should present a neat appearance, be polite and convey a customer-oriented attitude. Contestants will be judged in part on their composure and self-confidence.

**Best Possible Score-----30 Points
for Plastic Heat**



PRINCIPLES OF BAGGING

1. Build sides with any item, except for crushable items. Place crushable items in a separate bag.

2. Fill out the bottom of the sack by utilizing every available space. Placing items on their side will lessen capacity therefore, creating a lighter bag.

3. To increase item count, place lighter items (no cans, glass, heavy-weighted items, jars, etc.) on top of the bottom layer.

NOTE: Do not tie bag handles.

2009 "BEST BAGGER" INDIVIDUAL SCORE SHEET FOR PLASTIC HEAT

Contestant Name: _____

Number: _____

Store Name: _____

Skill	Points Possible	Points Awarded												
<p>SPEED TIME: _____</p> <p>0-35.00=10, 35.01-39.00=9, 39.01-43.00=8, 43.01-47.00=7, 47.01-51.00=6, 51.01-55.00=5, 55.01-59.00=4, 59.01-63.00=3, 63.01-67.00=2, 67.01 and above=1</p>	10													
<p>DISTRIBUTION OF WEIGHT BETWEEN BAGS Weigh each of the two non-crushable bags and record each weight on this form. Take the heaviest bag weight, minus the lightest bag weight and subtract the difference from the total possible points. EXAMPLE:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 25%;">Heaviest bag</td> <td style="width: 25%;">15.75 lbs.</td> <td style="width: 25%;">Total possible points</td> <td style="width: 25%;">5.00</td> </tr> <tr> <td>Lightest bag</td> <td>-14.25 lbs.</td> <td>Weight difference</td> <td>-1.50</td> </tr> <tr> <td>Weight difference</td> <td>1.50</td> <td>Total points to award</td> <td>3.50</td> </tr> </table>	Heaviest bag	15.75 lbs.	Total possible points	5.00	Lightest bag	-14.25 lbs.	Weight difference	-1.50	Weight difference	1.50	Total points to award	3.50	5	
Heaviest bag	15.75 lbs.	Total possible points	5.00											
Lightest bag	-14.25 lbs.	Weight difference	-1.50											
Weight difference	1.50	Total points to award	3.50											
<p>PROPER BAG BUILDING TECHNIQUE One point for each Yes circled Yes Total _____</p> <p>Y N Tall cans, bottles or boxes used to build the walls on the sides of the bag? Y N Cans or jars on the bottom of the bag in the middle of the two side walls? Y N No glass bottles next to each other (filler items separating them)? Y N "Filler" items in spaces between items (e.g., Lifesavers, JELL-O box, seasoning packages)? Y N All crushable items in a single bag?</p> <p>One point for each No circled No Total _____</p> <p>Y N Bags are torn (caused the tear by slamming or shoving items into the bags)? Y N Bags are disorderly (items just thrown in the bag)? Y N Items are damaged (bent, torn, or dented)? Y N Item left on the check stand?</p> <p>NOTE: Two points will automatically be deducted from this section if more than two bags are used.</p>	10													
<p>STYLE, ATTITUDE AND APPEARANCE All contestants should present a neat appearance, be polite and convey a customer-oriented attitude. Contestants will be judged in part on their composure and self-confidence.</p>	5													
Total Points	30													



FREQUENTLY ASKED QUESTIONS

Some commonly asked technical questions about the “Best Bagger” Contest:

- Q. If a bagger drops an item during the contest, what happens? What about if they think they are finished bagging, but still have an item missing from the bag?
- A. A bagger must pick up any dropped item. If they have not noticed an item that has fallen to the floor, the judge may alert the bagger to the item, but the judge will not pick up the item. Time will continue to run, with one exception, until the dropped item has been bagged. The one exception is when an item falls from the stage. In the interest of safety, we obviously do not want the bagger diving after the item! In this case an automatic two point deduction will be taken from the bag building technique score for that round.
- Q. What happens if a bagger raises her hands because she thinks she has finished bagging, but has left an item unbagged on the check stand?
- A. The judge will alert the bagger to the item the bagger missed, and time will continue until the item has been bagged. If the timer inadvertently stops the time before all items are bagged, an automatic deduction of two points will be taken from the bagger’s speed score.
- Q. Does the state level competition use plastic bags?
- A. Yes. At the Tennessee state competition, the baggers will only use plastic. However, the national competition does have both paper and plastic rounds.
- Q. Will you allow contestants to open bags before the timer begins so that they don’t stick?
- A. Contestants will be permitted to open bags before the paper heat to be sure the glue does not hinder their bagging in that heat. They must close and replace the bags on top of the pile before the timer begins.
- Q. What do you do in the case of a tie?
- A. A tie score situation is relevant in two situations. The first would be when two or more contestants are tied for the finals. In this event, the total points the baggers earned for speed (a possible total of 20 points - 10 for paper and 10 for plastic) will determine the winner. Should a tie remain at this point, the bagger with the most points for bag building techniques will be declared the winner. Should a tie remain at this point, the two baggers will have to bag again in a tie-breaker round for final elimination. The same tie-breaking criteria would hold true for second through fifth places in the finals on the third day. Should there be a tie for first place, those contestants who are tied would take part in a tie-breaker round. The tie-breaker round would include both heats, paper and plastic, with all procedures being followed as in any other round.

2009 "BEST BAGGER" MASTER SCORE SHEET

Round # _____ Date _____

		Speed Max: 10 pts.	Proper Bag Building Technique	Distribution of Weight Between Bags	Style Attitude Appearance	Paper/Plastic Score	TOTAL SCORE
Name: _____	PAPER						
Store: _____	PLASTIC						
Name: _____	PAPER						
Store: _____	PLASTIC						
Name: _____	PAPER						
Store: _____	PLASTIC						
Name: _____	PAPER						
Store: _____	PLASTIC						
Name: _____	PAPER						
Store: _____	PLASTIC						
Name: _____	PAPER						
Store: _____	PLASTIC						
Name: _____	PAPER						
Store: _____	PLASTIC						
Name: _____	PAPER						
Store: _____	PLASTIC						
Name: _____	PAPER						
Store: _____	PLASTIC						

This score sheet is usable for all contests, even if you exclude one of the bag types in your contest. Simply disregard or cross out the according lines.
 Note: The numbers in the last two columns will be the same if you do not use both types of bags.

2009 TENNESSEE GROCERS ASSOCIATION “BEST BAGGER” CONTEST ENTRY FORM

Company or Store Sponsoring Contestant: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: (_____) _____ Fax: (_____) _____

Contact Person/Coordinator _____

Best Bagger Contestant: _____ Age: _____

Home Address: _____

City: _____ State: _____ Zip: _____

Work Phone: (____) _____ Home Phone: (____) _____

Social Security #: _____ Years Bagging: _____

E-Mail Address: _____

Contestant's Home Store and Address: _____

Hobbies: _____

Contributions to the Community or other accomplishments:

Name and address of local newspaper: _____

This form must be received by TGCSA via mail or fax by March 14, 2009:
Tennessee Grocers & Convenience Store Association, 1838 Elm Hill Pike, Suite 136
Nashville, Tennessee 37210-3726
(615) 889-0136 ♦ FAX (615) 889-2877
Website: www.tngrocer.org
E-mail: jkemp@tngrocer.org



Note: It is suggested that contestants wear their respective store's uniforms, vests or aprons at TGCSA's Best Bagger Contest.



Tennessee Grocers & Convenience Store Association

2009 Best Bagger Training Manual

Tennessee Grocers & Convenience Store Association
1838 Elm Hill Pike, Suite 136
Nashville, TN 37210

Phone: 615-889-0136 or (800) 238-8742
Fax: 615-889-2877
Email: jkemp@tngrocer.org
Website: www.tngrocer.org