

2019 Georgia Food Industry Association

Official Best Bagger Contest Training Manual



The 2019 GFIA Convention

July 17th – July 21st, 2019
Sandestin Golf and Beach Resort
Sandestin, Florida

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The Great American Sport of Bagging Continues

The Georgia Food Industry Association brings the "best of the best" to the National Bagging Contest each year. Our state Best Bagger contest promotes exceptional customer service through superior bagging.

Bagging has been an important step for many supermarket employees who have pursued long and rewarding careers in the grocery industry. Like so many "gateway jobs," bagger positions often face high turnover. The bagging contest highlights the rewards of this position and seeks to retain those employees while demonstrating the value of baggers to customer service.

The GFIA contest will use reusable and plastic bags. Contestants will be scored on speed, proper bagging technique, distribution of weight between bags and style/attitude/appearance. If you have any questions, please call contact Kathy Kuzava at kkuzava@gfia.org or call the GFIA office at 770-438-7744.

Why Should my Company Enter a Contestant?

Advantages to Retailers:

- 1. Increases employee motivation and builds a "team spirit" for the competition.
- 2. Highlights customer service by showing importance placed on the proper bagging of their groceries.
- 3. Provides recognition for outstanding employees.

Advantages to State Contestants:

- 1. Winner is awarded a \$2,000 scholarship from the Georgia Food Industry Association Education Foundation and a trip to San Diego to compete in the National Best Bagger Competition.
- 2. Second place receives \$1,000.
- 3. Third place receives \$500.
- 4. All other participants receive \$250.

Best Bagger State Contest Requirements

Who Can Enter the Championship?

GFIA will accept one contestant from each retail member for the Best Bagger contest.

Entrants for the GFIA contest must be primarily employed as a bagger to be eligible to compete in the state contest.

The bagger must be a high school or college student.

The winner of the last state contest is not eligible to compete for 1 year.

When is the Championship?

The contest will be held Thursday, July 18, 2019 at 8:15pm in the Magnolia Ballroom of the Sandestin Golf and Beach Resort in Sandestin, FL. We will have a meeting beforehand at 4:00pm in the Magnolia Ballroom.

Where is the Championship?

It will be held at the Sandestin Golf and Beach Resort in Sandestin, Florida at the annual GFIA Convention.

Contestants Will Be Judged on the Following Criteria:

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

How to Enter Your Contestant:

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When your contest has concluded, complete the attached entry form and send it to Kathy Kuzava-Kkuzava@gfia.org

Hosting your Own Contest

While it may seem like a formidable task to organize a bagging contest, it is actually a fun and rewarding project. Take a look at the tips below, which will help you begin planning your contest. If you need more specific information just call GFIA today. Please contact the GFIA office at 770-438-7744 to receive a few NGA reusable bags for your event.

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 the 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 to three months prior — announce the competition. Included in the announcement should be the rules, the criteria for judging and an entry form so companies can participate.

One month prior — send announcements to the press. Contact local papers, radio and TV stations, social media — you'll be pleasantly surprised by the response. This is a great opportunity to get exposure for your company — a real "All- American Event!"

One week prior — send rules and judging instructions to judges, with reminders on social media

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 set of pre-printed labels with each item name for each table or check stand used for bagging and a schematic of how to set up the groceries each and every time. 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.

- Depending on the number of contestants, you may want to consider bagging in heats, with the highest individual score making it to the finals.
- Inform the contestants that they will be called to a specific check stand to bag in the heat.
- Inform the contestants on how the heat will be started each and every time "ready, set, go" or "ready, set, & a "whistle blow" When they hear "go" or "whistle blow" they start bagging.
- Remind the contestants that the timer will stop when they raise their hands completely over their heads.
- Show the contestants the check stand format ahead of time so they know where to stand and where the bags are.
- Remind the contestants that they cannot touch the bags until they hear the word "go" or a "whistle blow"
- Inform the baggers on what they will be judged on speed, distribution of weight between bags, proper bag building technique, style, attitude, and appearance.

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 a running commentary during the contest, interview each contestant after each heat and also provide some type of entertainment between the heats. The MC would also be the perfect person to start each heat since they are announcing and have the microphone. Start each heat with a verbal "ready, set, go" or "ready, set, & blow a whistle", most important, start each heat exactly the same, (you must ask, look and hear from each timer and contestant that they are ready before starting each heat).

Judges — the most important traits for a judge to possess are to be fair, consistent and impartial. The optimum number of judges would be two to three. Ideally, the judges should have bagging experience; although it is not essential. The person in charge of the contest should train and give each judge a sample judging criteria sheet (Best Bagger Individual Score Sheet found in this manual) prior to the competition so that the judges have an example of the criteria for judging the bags. Do not have a judge for each check stand, you will lose the fair, consistent and impartial judging of each contestant's bags. The judges should start at check stand #1, complete the bagging technique section on the score sheet, then move the bags and use the scales and weigh each bag, write down the weight of each bag in the weight section of the score sheet and then hand the completed score sheet to the people that tally the scores, then move on to the next check stand and so on till done with each set of bags.

Timers/Re-setters — you will need one timer for each check stand/contestant in a heat. The timers will be required to re-set the groceries on the check stands as well as to time each heat. Timers should start the stop watch on the word "go" or the "blow of a whistle" if this method is used and stop the watch when you see that your contestant has raised their hands above their heads. When the heat is completed, the timer should write down the time off the stop watch in the "speed time section" of the score sheet, with a permanent marker write the number of the check stand on the side of each bag used and put the score sheet on top of one of the bags. Do not move or touch the bags, let the judges take care of this part.

Individuals that Tally Scores – Make sure that there is a score sheet for each contestant filled out with their name and check stand number before any heat begins. Before each heat make sure that the score sheet with the correct name of the contestant and check stand number is placed at the check stand prior to the heat starting. After receiving the score sheet from the judges, add up the sections and total the points, then have the back-up tally person look over the score sheet and re-add the score to see if it matches. If correct, move on to the next score sheet. At the end of the heats, you should have the 4 to 5 highest scores so they can be announced to bag off in the final heat.

Other duties — You will need one person to assist the judges with removing the already weighed bags to the holding area to be used for re-setting groceries for other heats. This person also might need to help with resetting groceries, exchanging damaged groceries to the check stand for the next heat and assist the people that tally scores if any questions and/or issues arise.

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**. We encourage you, however, to be creative!

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.)
- Racks to hold bags open.

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

- Two draped tables and chairs for the people that tally the scores.
- Print off the scoring sheets in manual and place a scoring sheet at each check stand with name & check stand # for each heat so timers have the sheet available to write down time.
- 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 watch in case of malfunction).
- Index cards on which to write contestants' names and times for their reusable / plastic rounds
- Place score sheets into one of the bags so judges already have sheets available to clip to clipboard and judge the bags right away at the check stand.

Other essential supplies:

- Complete sets of groceries. Determine before the contest that all the groceries can fit into **three reusable** bags and four plastic bags!
- Ample supply of reusable and plastic bags.

Items to include (but that are not essential):

- Whistle to begin each heat
- Contestants should dress appropriately to represent their stores.
- 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.

After the Event

- Send thank-you letters to the sponsors, MC, judges, timers and all helpers.
- Send information about the winner to GFIA. The information sheet can be found at the end of this packet.
- Prepare your bagger for the state competition. Be sure to bring a team of supporters!
- Recognition of your contest, the participants and the winner are important
- Put information on contest winners on social media and contact local media with press release

Sample Grocery List

The baggers in the GFIA State Best Bagger Contest will be ranked for individual style, their ability to arrange items properly (and use the 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 approximately 30-35 commonly purchased items. This is a sample list to use, but feel free to use this list or make up your own. Choose different shape items and several glass jars. Include small items as well as crushables.

NO ADVANCE GROCERY LIST WILL BE AVAILABLE FOR THE 2019 BEST BAGGER CONTEST.

213 oz. glass jar of Jelly/Jam
116 oz. glass jar of Pickles
16 oz. box of Crunch'n Munch
117.4 oz. box of Popcorn
17.3 oz. box of Instant Hot Cocoa
111.7 oz. box of Crackers
120 oz. box of Cereal
16 oz. can of Cooking Spray
215 oz. cans of Chef Boyardee Beefaroni
26 oz. cans of Tomato Paste
215 oz. cans of Soup
228 oz. cans of Corn/Peas
114.5 oz. can of Chef Boyardee Spaghetti & Meatballs
112 oz. plastic container of Mustard
17 oz. can of Reddi Whip
1loaf of Bread
18 oz. bag of Pretzels
111.3 oz. can of Coffee
196 oz. mini 8 pack of Soda
116 oz. bag of Chips
116.3 oz. plastic bottle of Wesson Oil
16.41 oz. container of Pringles
21.62 oz. packet of seasoning
16 oz. bag of Sunflower Seeds
1Slim Jim Beef Stick
1single-roll of Paper Towels
118 oz. package of Cookies
2boxes of Jell-O pudding
12.46 oz container of oatmeal

Sample Item Arrangement for "Best Bagger" Contest

(Using sample list on previous page)

As an example - place the label with the name of each item on top of the table or check stand so you can place the actual item on the table/check stand exactly the same each and every time:

Cereal	Oatmeal	Chips	Beefaroni	Pringles	Oil
Seasoning	Reddi Whip	Jelly	Crunch n' Munch	Corn	Mustard
Coffee	Popcorn	Soup	Paper Towel	Crackers	Pickles
Bread	Peas	Pretzels	Cooking Spray	Hot Cocoa	Tomato Paste
Beefaroni	Beef Stick	Tomato Paste	Cookies	Jam	Seasoning
Jell-O	Sunflower Seeds	Soda	Soup	Meatballs	

A Properly Packed Grocery Bag Criteria for Choosing a Best Bagger of Plastic Bags

Speed - - - - - 10 Points

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

35 seconds or less 10 35:01 - 39:00 seconds 9 39:01 - 43:00 seconds 8	Time	Points	
T Tour	35 seconds or less	10	
39:01 - 43:00 seconds 8	35:01 - 39:00 seconds	9	
	39:01 - 43:00 seconds	8	TOPWIDES ALL
43.01 - 47.00 seconds 7	43.01 - 47.00 seconds	7	
47.01 - 51.00 seconds 6	47.01 - 51.00 seconds	6	ATT COLUMN
51.01 - 55.00 seconds 5	51.01 - 55.00 seconds	5	ST CORNUME
55.01 - 59.00 seconds 4	55.01 - 59.00 seconds	4	FLAKES E
59.01 - 63.00 seconds 3	59.01 - 63.00 seconds	3	
63.01 - 67.00 seconds 2	63.01 - 67.00 seconds	2	DIES C
More than 67.01 seconds 1	More than 67.01 seconds	1	ON OF B

Proper Bag Building Technique ----- 10 Points

- 1. Cans and jars on the bottom of the bags (no cans on top of cans, jars on top of cans or other jars)
- 2. Boxes on the sides or walls of bags (cannot be lying flat)
- 3. Placed crushable items, such as bread, eggs, and bags of chips on top of the bag
- 4. "Filler" items in spaces between items (e.g., bag of sunflower seeds, seasoning package, Jell-O boxes)
- 5. No glass bottles next to each other (filler item separating them)
- 6. Bottles and other glass-encased items are in the center of the bag

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

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

Example: Do not weigh the crushable bag. The heaviest non-crushable bag 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 are 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 FOR PLASTIC HEAT------30 Points

A Properly Packed Grocery Bag Criteria for Choosing a Best Bagger of Reusable Bags

Speed ----- 10 Points

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

Time	Points	
49:00 seconds or less	10	
49:01 – 53 seconds	9	
53:01 – 57 seconds	8	Toburors Ti
57.01 – 61 seconds	7	We will
61.01 – 65 seconds	6	ATHI THE
65.01 – 69 seconds	5	CORNUME
69.01 – 73 seconds	4	FLAKES E
73.01 – 77 seconds	3	CONEADO)
77.01 – 81 seconds	2	DIEA C
More than 81.01 seconds	1	ON OF B

Proper Bag Building Technique ----- 10 Points

- 1. Cans and jars on the bottom of the bags (no cans on top of cans, jars on top of cans or other jars)
- 2. Boxes on the sides or walls of bags (cannot be lying flat)
- 3. Placed crushable items, such as bread, eggs, and bags of chips on top of the bag
- 4. "Filler" items in spaces between items (e.g., bag of sunflower seeds, seasoning package, Jell-O boxes)
- 5. No glass bottles next to each other (filler item separating them)
- 6. Bottles and other glass-encased items are in the center of the bag

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

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

Example: The heaviest bag weighs 13.15 pounds and the lightest bag weighs 12.05 pounds. The weight difference between the two bags is 1.1 pounds. Subtract this difference from the total possible points (5.00-1.1 = 3.9). The total points to be awarded is 3.9.

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.

Individual Score Sheet for Plastic Heat

Contestant Name: Numb	er
-----------------------	----

Skill	Points Possible	Points Awarded
Speed-10 Points Time	10	
Points		
35 seconds or less 10		
35:01 - 39:00 seconds 9		
39:01 - 43:00 seconds 8		
43.01 - 47.00 seconds 7		
47.01 - 51.00 seconds 6		
51.01 - 55.00 seconds 5		
55.01 - 59.00 seconds 4		
59.01 - 63.00 seconds 3		
63.01 - 67.00 seconds 2		
More than 67.01 seconds 1		
Proper Bag Building Technique-10 Points	10	
One point for each YES circle YES Total		
Y N Tall cans, bottles or boxes to build the walls on the sides of bag?		
Y N Cans/ jars on the bottom of the bag in the middle of the two sides?		
Y N No glass bottles next to each other (filler items separating them)?		
Y N All crushable items in a single bag?		
Y N "Filler" items in spaces between items (e.g. Lifesavers, Jell-O box,		
seasoning packages)?		
One point for each NO circle NO Total		
Y N Bags are torn-caused the tear by shoving items in bags?		
Y N Bags are disorderly (items just thrown in bag)?		
Y N Items are damaged (bent, torn or dented)?		
Y N Is bag falling over?		
Y N Item left on the check stand?		
Note: Two points will automatically be deducted from this section if		
more than four bags are used.		
Distribution of Weight Between Bags-5 Points	5	
Weigh each of the three 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 that total possible points.		
Style, Attitude and Appearance – 5 Points	5	
All contestants should present a neat appearance, be polite and convey a		
customer-oriented attitude.		
Total Score for Plastic Heat	30	

Individual Score Sheet for Reusable Heat

Contestant Name:	Number	•

	Skill		Points Possible	Points Awarded
Speed-10 Points	Time		10	
Points				
	49:00 seconds or less	10		
	49:01 – 53 seconds	9		
	53:01 – 57 seconds	8		
	57.01 – 61 seconds	7		
	61.01 – 65 seconds	6		
	65.01 – 69 seconds	5		
	69.01 – 73 seconds	4		
	73.01 – 77 seconds	3		
	77.01 – 81 seconds	2		
	More than 81.01 seconds	1		
Proper Bag Building To	-		10	
One point for each YES cir	cle YES To	otal		
•	xes to build the walls on the sides of tl	ne		
bag?				
Y N Cans or jars on the bot	tom of the bag in the middle of the tw	0		
sides (no cans on top of can	s, jars on top of cans or other jars)?			
Y N No glass bottles next to	each other (filler items separating th	em)?		
Y N Placed crushable items	, such as bread, eggs, & chips on the t	op?		
	encased items are in the center of the	-		
_	between items (e.g. Lifesavers, Jell-O	_		
seasoning packages)?	(0.8. =			
One point for each NO cir	cle NO To	tal		
Y N Bags are disorderly (iter	ns just thrown in bag)?			
Y N Items are damaged (bei	nt, torn or dented)?			
Y N Bag or bags left?				
Y N Item left on the check s				
Distribution of Weight	: Between Bags-5 Points		5	
Weigh each bag and record e	aviest			
bag weight, minus the lighter				
from that total possible poin				
Style, Attitude and Ap		5		
• •	nt a neat appearance, be polite and co	nvev a		
customer-oriented attitude.	-			
composure and self-confider				
· · · · · · · · · · · · · · · · · · ·		20		
Total Score for Reusak	не пеат		30	

Best Bagger Master Score Sheet

Bagger Info		Speed Max: 10 Points	Proper Bag Building Technique	Distribution of Weight Between	Style Attitude Appearance of Bags	Reusable/Plastic Score	Total Score
Name:	Reusable						
Store:	Plastic						
Name:	Reusable						
Store:	Plastic						
Name:	Reusable						
Store:	Plastic						
Name:	Reusable						
Store:	Plastic						

GEORGIA FOOD INDUSTRY ASSOCIATION STATEWIDE BEST BAGGER COMPETITION

(Please print or type)

Company or Store Sponsoring Contestant

Mailing Address:		
City:	State:	Zip:
Phone: ()	FAX: ()	
Contest Coordinator:	Title:	
Contact for correspondence:	Phone:	()
Email Address:		
GFIA Best Bagger Contestant: Home Address:		
City:	State:	Zip:
Phone: ()	A	ge:
Email Address:		
Number of Years Bagging:	Year in sch	ool:
Hobbies:		
Some interesting information:		

Please scan and email this entry no later than July 1, 2019 to: kkuzava@gfia.org

Frequently Asked Questions

Some commonly asked technical questions about the Best Bagger Championship:

Q: If a bagger drops an item during the contest, what happens?

A: A bagger must pick up any dropped items. If the item goes unnoticed, the judge may alert the bagger, but will not pick up the item. Time will continue to run 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 if a bagger raises his/her hands because he/she thinks he/she has finished bagging, but has left an item un-bagged 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: Will you allow contestants to open bags before the timer begins so that they don't stick?

A: Contestants will be permitted to open reusable bags before the reusable heat to verify they open correctly. They must close and replace the bags on top of the pile before the timer begins.

In the plastic heat there will be one rack dispensing the plastic bags. Contestants will be permitted to secure a bag open on the rack before the timer begins. Subsequent plastic bags used will have to be opened during the timing of the heat.

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 reusable and 10 for plastic) 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. Should there be a tie for first place, those contestants who are tied would take part in a tiebreaker round. The tie-breaker round would include both heats, paper and plastic, with all procedures being followed as in any other round.