



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **AHCBAC303A Prepare to receive grains/seeds**

**Release: 1**

## AHCBA303A Prepare to receive grains/seeds

### Modification History

Not Applicable

### Unit Descriptor

<b>Unit descriptor</b>	This unit covers the process of preparing to test grains/seeds at receival facilities and defines the standard required to: prepare the site and maintain hygiene; prepare testing equipment; liaise with growers and/or contractors; maintain segregation of grains/seeds and arrange storage.
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### Application of the Unit

<b>Application of the unit</b>	This unit applies to working under broad supervision within enterprise guidelines. The work is usually carried out within established routines, methods and procedures where some discretion and judgement are required in the selection of equipment and materials, organisation of work and the achievement of outcomes within time constraints.
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### Licensing/Regulatory Information

Not Applicable

### Pre-Requisites

<b>Prerequisite units</b>		

## Employability Skills Information

<b>Employability skills</b>	This unit contains employability skills.
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## Elements and Performance Criteria Pre-Content

Not Applicable

## Elements and Performance Criteria

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b>

ELEMENT	PERFORMANCE CRITERIA
1. Prepare to work safely	<p>1.1. Hazards are identified and risks assessed and controlled in accordance with Occupational Health and Safety (OHS) requirements and industry practice.</p> <p>1.2. Appropriate personal protective equipment is selected and used in accordance with task requirements and industry practice.</p> <p>1.3. Relevant enterprise and/or industry OHS policies and procedures are observed.</p>
2. Maintain hygiene in receival storage facilities	<p>2.1. Receival and storage areas are cleaned and inspected in accordance with industry practice to ensure grain/seed quality.</p> <p>2.2. Receival area is free from potential contaminants.</p> <p>2.3. Facilities are inspected and items are identified and reported that require maintenance or repair.</p>
3. Prepare testing equipment for use	<p>3.1. Testing equipment is assembled in accordance with manufacturer's instructions.</p> <p>3.2. Equipment calibration is checked and recalibration arranged if required.</p> <p>3.3. Testing equipment is inspected and items requiring maintenance or repair identified and reported.</p> <p>3.4. Testing equipment is kept clean and free from residue.</p>
4. Prepare to provide service to growers/suppliers	<p>4.1. All documentation and information is made available including conflict and dispute resolution procedures.</p> <p>4.2. All documents and/or data are accessible and available to record all necessary information on receival.</p>
5. Prepare for storage of grains/seed	<p>5.1. Arrangements are made for segregation of grain/seed according to enterprise standards and industry practice.</p> <p>5.2. Site transfer arrangements are made as required.</p> <p>5.3. Conveying equipment is inspected and items requiring maintenance or repair identified and reported.</p>

## Required Skills and Knowledge

**REQUIRED SKILLS AND KNOWLEDGE**

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

**Required skills**

- identify hazards and assess risks in grain/seed receival area
- operation and maintenance of grain/seed testing equipment
- inspection and cleaning of receival and storage areas and equipment
- grower/supplier information
- identify grain/seed types
- use of personal protective equipment
- identification of defects such as split grains/seeds, undersize, chaff, weed seeds
- use literacy skills to read, interpret and follow organisational policies and procedures, follow sequenced written instructions, record accurately and legible information collected and select and apply procedures for a range of tasks
- use oral communication skills/language competence to fulfil the job role as specified by the organisation, including questioning techniques, active listening, clarifying information and consulting with supervisors as required
- use numeracy skills to estimate, calculate and record routine workplace measures
- use interpersonal skills to work with and relate to people from a range of cultural, social and religious backgrounds and with a range of physical and mental abilities.

**Required knowledge**

- grain/seed receival processes and industry practice
- calibration requirements for testing equipment
- types of testing equipment such as protein, oil content, moisture etc.
- requirements for segregation, traceability and hygiene
- impact of residues including chemical
- industry practice, standards and quality assurance requirements
- legislation and regulations including OHS
- quality requirements in relation to grains receival
- segregation strategies/methods
- dust control
- dispute resolution.

## Evidence Guide

<b>EVIDENCE GUIDE</b>	
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.	
<b>Overview of assessment</b>	
<b>Critical aspects for assessment and evidence required to demonstrate competency in this unit</b>	<p>The evidence required to demonstrate competency in this unit must be relevant to workplace operations and satisfy holistically all of the requirements of the performance criteria and required skills and knowledge and include achievement of the following:</p> <ul style="list-style-type: none"> <li>• prepare the site and maintain hygiene</li> <li>• prepare testing equipment</li> <li>• liaise with growers and/or contractors</li> <li>• maintain segregation of grains/seeds and arrange storage.</li> </ul>
<b>Context of and specific resources for assessment</b>	Competency requires the application of work practices under work conditions. Selection and use of resources for some worksites may differ due to the regional or enterprise circumstances.

## Range Statement

<b>RANGE STATEMENT</b>	
The range statement relates to the unit of competency as a whole.	
Seeds and grains may include:	<ul style="list-style-type: none"> <li>• wheat and coarse grains</li> <li>• cotton</li> <li>• grain legumes</li> <li>• oilseeds</li> <li>• temperate pastures</li> <li>• tropical pastures.</li> </ul>

## Unit Sector(s)

<b>Unit sector</b>	Broad acre cropping
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## Co-requisite units

<b>Co-requisite units</b>		

## Competency field

<b>Competency field</b>	
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