



Australian Government

Department of Education, Employment and Workplace Relations

AHCLSK323A Maintain and monitor feed stocks

Release: 1

AHCLSK323A Maintain and monitor feed stocks

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit covers the process of maintaining required quantities and quality of livestock feed stocks and defines the standard required to: undertake feed stocktake and update inventory; place orders and receive feed into store; clean and label feed containers and maintain storage area; dispose of spoiled feeds.
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Application of the Unit

Application of the unit	This unit will usually follow set routines, methods and procedures. Overall progress needs to be checked periodically.
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Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Not Applicable

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA

ELEMENT	PERFORMANCE CRITERIA
1. Determine quantities of stockfeed required	<p>1.1. Stocktake of stockfeed is undertaken and inventory updated.</p> <p>1.2. Livestock feed plans are checked and quantities required are compared with quantities in stock.</p>
2. Place orders with suppliers	<p>2.1. Orders for stockfeed are placed with suppliers.</p> <p>2.2. Orders specify quantity, quality, delivery date, delivery site and any special instructions.</p>
3. Receive feed into store	<p>3.1. Delivery manifest is checked and discrepancies reported to supplier and supervisor.</p> <p>3.2. Quality of stockfeed is checked and problems reported to supplier and supervisor.</p> <p>3.3. Stockfeed is transferred into appropriate storage containers.</p> <p>3.4. Records and labels are updated and filed according to enterprise requirements.</p>
4. Prepare and maintain feed storage area and containers	<p>4.1. Occupational Health and Safety (OHS) hazards are identified and action taken to minimise risk.</p> <p>4.2. Feed storage area and containers are cleaned according to enterprise cleaning schedule and procedures.</p> <p>4.3. Stocks of stockfeed are organised according to enterprise inventory management policy.</p> <p>4.4. Stockfeed is correctly labelled.</p> <p>4.5. Feed storage containers are cleaned before refilling.</p> <p>4.6. Feed storage area and containers are checked regularly for signs of pest infestation.</p> <p>4.7. Problems with feed storage facilities are identified, resolved or reported to supervisor for resolution.</p> <p>4.8. Stockfeed that does not meet quality standards are disposed of according to enterprise procedures.</p>

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

REQUIRED SKILLS AND KNOWLEDGE

- identify hazards and implement safe operating procedures
- access inventories and update them
- assess quality of stockfeed
- undertake manual lifting safely
- operate relevant machinery
- 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

- enterprise purchasing procedures and arrangements with suppliers
- minimum and maximum quantities required to be held in stock
- quality parameters of feed ingredients
- nutritional values of various feed ingredients and acceptable substitutes
- OHS requirements
- environmental impacts and procedures for maintaining feed stocks.

Evidence Guide

EVIDENCE GUIDE	
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.	
Overview of assessment	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	<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"> • undertake feed stocktake and update inventory • place orders and receive feed into store • clean and label feed containers and maintain storage area • dispose of spoiled feeds.
Context of and specific resources for assessment	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

RANGE STATEMENT	
The range statement relates to the unit of competency as a whole.	
Stock feeds may include:	<ul style="list-style-type: none"> • grains • hay • pellets • feed additives • stock supplements • specialist feed mixes.

Unit Sector(s)

Unit sector	Livestock
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Co-requisite units

Co-requisite units		

Competency field

Competency field	
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