SECTION 1

NATIONAL COMPETENCY STANDARDS

ASSESSMENT GUIDELINES

QUALIFICATIONS
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INTRODUCTION

The Agriculture Training Package is based on:

1. New and revised national competency standards for the Agriculture Industry.

2. The national Agriculture and Horticulture Assessment Policy guidelines that were endorsed by the industry in 1997. These guidelines have been modified for the purpose of this endorsed component in accordance with the Draft Australian Recognition Framework paper.

3. The national qualifications for the industry, which reflect the Australian Qualifications Framework (AQF) levels and titles, including references in the titles to sectors within the Agriculture Industry.

Endorsed components of the Training Package

National Competency Standards

The current package is the result of a total review and enhancement of all the units, evidence guides and assessment information for the Agriculture Industry competency standards. New requirements for evidence guides have been incorporated and provided in two parts for each unit: an Evidence Guide and an Assessment Guide. The sectors for which competency standards have been developed for this Training Package are listed in Part 2, Coverage.

Assessment Guidelines

The Industry’s Assessment Guidelines describe the industry-wide approach to assessment, the industry requirements for the qualifications of assessors, and Guidelines for development of assessment material. (See Part 3: Assessment Guidelines)

National Qualifications

National qualifications in Agriculture (see Part 4) will range from Certificate I to Advanced Diploma in general, sector specific or specialist qualifications. Units of competency which will form these qualifications are a combination of industry core, sector specialisation, and options that are relevant to the individual enterprise. In this way maximum flexibility has been maintained. The packaging also allows for the qualifications to be useful nationally regardless of region, and caters for the varying nature of agricultural requirements on large and small properties. This approach also enables the New Apprenticeships at the entry levels of the industry to be relevant to individual employers and employees, and to form a broad foundation of training for the industry as a whole.

Non-endorsed components of the Training Package

The learning materials being developed as part of the Training Package will include Learning Guides, Industry Training Prospectuses, Training Guides and Competency Portfolios/Record Books.
PART 2

COMPETENCY STANDARDS

1 COVERAGE

The Agriculture industry has packaged its competency standards in industry sectors. The sectors covered in this Training Package are:

<table>
<thead>
<tr>
<th>Revised Standards</th>
<th>Newly Developed</th>
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<tbody>
<tr>
<td>Beef Cattle Production</td>
<td>Cotton Production</td>
</tr>
<tr>
<td>Dairy - Milking Harvesting</td>
<td>Goat Production</td>
</tr>
<tr>
<td>Dairy - Production</td>
<td>Horse Breeding</td>
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<tr>
<td>*Farm Chemical Users</td>
<td>Rural Merchandising</td>
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<tr>
<td>Grain Production</td>
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<tr>
<td>Pig Production</td>
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<td>Poultry Production</td>
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<td>Rural Business Management</td>
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<td>Sheep/Wool Production</td>
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<tr>
<td>Sugar Cane Production</td>
<td></td>
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<tr>
<td>Wool Harvesting</td>
<td></td>
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</tbody>
</table>

(* note: Farm Chemical Users - this is not a separate industry sector but these standards are incorporated into every sector).

The industry sectors covered by this Training Package largely reflect the extent of the sectors of the Agriculture Industry. The industry also includes some areas yet to be covered by competency standards. These are:

- Agricultural explosives
- Camelids (Saurine)
- Deer/Elk etc (Cervine)
- Emus/Ostriches (Other Avian Species)
- Vertebrate Pest Management
- Biological Control Field Operators

It is anticipated that these areas will be developed in the near future, and that further sectors will be added as new specialisations emerge.

Although the standards have been grouped under sector or other specialisation to ensure industry sector ownership, all units are available for national qualifications to meet employment or other needs. Units may also be added to or from the Horticulture Training Package.
2 CUSTOMISATION OF COMPETENCY STANDARDS

The Agriculture Industry has maximised the use of common units and has therefore relied less on the need to customise generic units for incorporation within sectors.

The following guideline illustrates the principle on which customisation may be based:

- Units that are mandatory or ‘core’ for the Industry are not to be customised.

- Customisation is appropriate where changes to a unit are made only in the Range of Variables. This may be in the form of additions to provide for differing contextual needs, or different terminology for use in a region. No changes are permitted to the unit title, elements, performance criteria, evidence or assessment guides because such changes would alter the nature of the unit.

- Proposals for Customisation are to be referred to the RTCA in order to maintain quality and consistency in the industry’s customisation practice.

3 INCORPORATION OF OTHER STANDARDS IN THE AGRICULTURE INDUSTRY

The following have been adapted to suit the Agriculture sectors:

- Both the Competency Standards for Assessment and the Workplace Trainer Category 1 standards have been incorporated in sector standards (adaptations made only to Ranges and Evidence Guides)

- Five units from the draft Stock and Station Agency standards (from the Property Services ITAB) and eleven units from the Frontline Management cross-industry competency standards have been incorporated in the Rural Merchandising standards;

- Fifteen units from the Metals and Engineering competency standards have been incorporated into the Dairy Industry - Milk Harvesting standards. These were then enhanced with RTCA’s formatting style. (The elements and performance criteria were only modified on advice from the Metals and Engineering ITAB.)

- The Restricted Electrical Licensing Unit MMT 12 ‘Connect/Disconnect fixed wire equipment (up to 650 volts)’ was incorporated in the Dairy Industry - Milk Harvesting standards.

Where relevant, mapping to, and incorporation of other standards is documented in the introductory information of the standards documentation for each sector.
4 LICENSING

Licensing in the Agriculture Industry is relevant to a number of competency standards. The following licensing areas need to be taken into consideration:

- purchase of farm chemicals
- machinery and equipment operation
- poisoning
- soil disturbance and conservation
- water allocations
- electrical (restricted)
- natural bush clearing
- effluent (eg. from piggeries)
- shooting
- planning issues (zoning)
- irrigation
- underground water
- agricultural explosives
- fire
PART 3

ASSESSMENT GUIDELINES

1 INTRODUCTION

As early as 1994 the Rural industry considered the issue of competency based assessment by establishing a national policy and administrative procedures for the introduction of an assessment system in each State and Territory. The policy and structures for competency based assessment were tested during a series of industry pilots from 1995 - 1996 and the draft policy was widely circulated to interested parties including State Training Agencies for comment. The national industry policy statement on assessment was subsequently published: Workplace Assessment in the Agriculture, Production & Amenity Horticultural Industries - Policy and Administration manual; Rural Training Council of Australia; February 1997.

This policy document is the definitive statement on workplace assessment for the industry. The policy is subject to periodic review by the RTCA in conjunction with State/Territory Rural ITABs to keep abreast of developing practices and implementation issues.

To comply with National Training Framework Committee (NTFC) guidelines, the way in which this policy is reflected in the standards has been modified.

In addition to the policy, RTCA has established guidelines for the incorporation of assessment criteria in the evidence guide of each unit of competency.

Assessments against the competencies in the Training Package will be carried out in accordance with these endorsed guidelines. The guidelines include the necessary qualifications for those conducting assessments and provide for those situations where more than one person may contribute to the assessment and where the required technical and assessment competencies may not all be held by any one person.
2 ASSESSMENT SYSTEM OVERVIEW

Benchmarks for assessment

Competency-based assessment is a process that measures an individual's skills and knowledge (competency) as defined in the national industry competency standards, and provides for formal recognition.

The benefits of competency-based assessment are as follows:

- assessment is based on credible evaluation against industry competency standards as they apply in the workplace,
- assessment is undertaken by qualified assessors.
- assesses receive recognition and credit into training programs which will reduce time off-the-job, and
- workplace assessment complements, but may be independent of, programs delivered by educational institutions.

The benchmarks for assessment are the units of competency described in the National Training Package for Agriculture

An Assessment Guide, designed to support the assessment process, is a mandatory component of each unit of competency and RTCA has established guidelines for the development of those criteria that support the national policy.

The assessment criteria in the Assessment Guides endeavour to avoid being so prescriptive that they complicate the process, while maintaining sufficient control to ensure consistency and reliability.

In addition, special assessment requirements may be indicated where licensing is an issue and this information is included in the Assessment Guides of the units of competency. For example, the Farm Chemical competencies stipulate that trainers and assessors must be approved by the Farmcare Board due to chemical licensing requirements.

Role of Registered Training Organisations

The Registered Training Organisation is registered by the State or Territory Training Authority to provide a range of training services associated with the delivery of training packages.

All assessment for national recognition purposes must be undertaken by, or auspiced through, a Registered Training Organisation.

Auspicing is a process through which a Registered Training Organisation authorises assessment to be carried out by industry or enterprises. Auspicing adds options to the manner in which industry may be engaged by Registered Training Organisations to assist in conducting assessment without lessening RTO responsibility.
The Registered Training Organisation must ensure that assessment is undertaken in accordance with:

- general principles of assessment
- specific requirements of the individual training package, and
- specified requirements of each Unit of Competence

and that:

- results are recorded, reported and securely maintained, and
- qualifications are issued and can be re-issued if necessary.

While competence must generally be demonstrated in the workplace, the Registered Training Organisation should offer a range of options for candidates wishing to demonstrate competence. This may include the use of such venues as:

- candidate’s own workplace
- work placement sites
- New Apprentice’s workplace
- simulated work conditions
- live work activities.

The RTO must ensure its assessors are qualified to plan, conduct and review assessment.

**Assessment Pathways**

National qualifications or Statements of Attainment awarded under the Australian Qualifications Framework are issued on the basis of successful completion of units of competency.

The Agriculture Industry is emphatic that trainees require workplace experience to develop the necessary competency. The context for assessment of competency is specified within each unit of competency.

The industry recognises multiple pathways to certification comprising:

- workplace experience
- life experience
- informal learning
- formal learning both on and off-the-job

The industry-recommended processes for the operation of an assessment (incorporating RPL and RCC) system provide for:

- the integration of skills, knowledge, attitudes and their practical application and demonstration
- the recognition of competency no matter how acquired
- consistent and accurate information about an individual’s competency
- feedback to an individual about their skills and knowledge
- a method for individuals to be given fair recognition for the skills and knowledge they possess
- a base from which further learning or skills acquisition may be undertaken
• information which contributes to the improvement of individual skill levels, and therefore to the skill levels of the industry as a whole

Assessment pathways that would not be acceptable include situations where:
• national competency standards are not used as the basis for assessment
• on-job activities/experience/assessment are not taken into account

3 ASSESSMENT REQUIREMENTS

Assessment requirements will be monitored through the ARF registration of training organisations when they demonstrate that they meet the criteria for assessment set out in the Training Package.

The Agriculture Industry Training Package comprises more than 500 units of competency, most of which have extensive ranges to accommodate mixed farming enterprises and regional variations. These industry requirements highlight the imperatives of consistency and confidence in the assessment process. Special measures are needed to ensure that assessment is carried out in the full agricultural context, particularly in the case of isolated workplaces when assessment has to take place in keeping with the agricultural cycle.

Graded Assessment

Assessment of competency is not to be graded in the Agriculture Industry.

Assessor Qualifications

Assessments against the competencies in the Training Package will be carried out in accordance with these endorsed guidelines. The guidelines include the necessary qualifications for those conducting assessments and provide for those situations where more than one person may contribute to the assessment and where the required technical and assessment competencies may not all be held by any one person.

• Assessors must be qualified against the Competency Standards for Assessors (as a minimum, the unit ‘Conduct Assessment in Accordance with an Established Assessment Procedure’ and the unit ‘Plan and Review Assessment’).

• Only qualified assessors engaged or auspiced by a Registered Training Organisation are able to assess a person against units of competency.

• Under certain circumstances special endorsement of an assessor may be required due to licensing requirements eg. Farm Chemicals, OHS, First Aid Certificates.

• To alert assessors to possible situations where they may require special endorsement according to State and other legislation, Units of Competency refer to ‘Authorised Registered Training Organisations’
Role of the Assessor

Qualified assessors must ensure assessment is:

- Reliable
- Flexible
- Fair
- Valid
- Authentic.

To be reliable, the assessment methods and procedures must ensure that competency standards are applied consistently.

To be flexible, assessment should be able to take place on-the-job, off-the-job, or in combinations of both and in accordance with the ‘Assessment Guide’ incorporated within each unit of competency.

To be fair, the assessment must not advantage or disadvantage any particular group of candidates.

To be valid, assessment must assess what it claims to assess, so sufficient evidence must be collected from authentic sources and locations.

To be authentic, there must be proof that the person being assessed and who is providing the evidence, is the person who will be credited with the competency.

Assessment covers the full scope of competencies, namely

- Task skills - performance of individual tasks
- Task management skills - managing a number of different tasks within the job
- Task contingency skills - responding to problems, breakdowns and changes routine
- Task/job/role environment skills - dealing with the responsibilities and expectations of the workplace

Individual Assessment

Assessment may be carried out by an individual as follows:

- Qualified Assessor who is a Technical Expert
  A professional assessor who is also expert in the field of competency is qualified to undertake assessment.

- Technical Expert who is a Qualified Assessor
  An expert in the field of competency who has in addition qualifications as an assessor can conduct the assessment.
The Power of Auspicing

The Registered Training Organisation and the assessor may use the concept of auspicing to expand their ability to undertake the assessment role.

Instances will exist in which the individual assessor may not hold the full range of technical skills needed to authenticate assessment. Similarly, instances will exist in which a candidate must be assessed at a remote site or at an inconvenient time.

In these cases, partnerships and assessment teams can be used to ensure the standard of assessment is upheld.

However: No assessment can be reliable and valid if it has not involved:

- the active participation of a person with proven skills at least at the level and in the field of the competency being assessed, and
- a qualified assessor

Below are listed some examples of partnerships and teams that could undertake assessment.

**Assessor/Technical Expert Partnership**

A qualified assessor and expert in the field of competence may combine, either on a single site or on separate sites, to conduct assessment of a candidate under defined and agreed arrangements.

**Assessor/Supervisor Partnership**

A qualified assessor and the supervisor, who holds relevant skills at least up to the level being assessed, can combine on one site or at separate sites to conduct an assessment under defined and agreed arrangements.

**Assessor/Technical Expert/Supervisor Team**

A qualified assessor, a technical expert and a supervisor can combine in a team to ensure assessment is conducted and validated under defined and agreed arrangements.

In the last example, the supervisor ensures the authenticity, the expert the validity, the assessor the fairness; while all combine to create flexibility and guarantee reliability.

4 GUIDELINES FOR DESIGNING ASSESSMENT MATERIALS

Assessment Tools will be contained in the Trainer’s Guides section of the non-endorsed component of Training Packages. Learning Guides developed for the Training Package will contain a copy of the relevant competency standard.

**Components of assessment materials**

The following components will be included in the Assessment Tools:
1. plain English explanation of the objectives of Training Packages and competency standards

2. explanation of AQF levels in specific relation to competency based assessment

3. explanation of workplace assessor aims, responsibilities and links with Registered Training Organisations

4. information for the assessor about the scope of assessment and the conditions and procedures for preparing, conducting and reviewing the assessment

5. “simple to follow” directions outlining the requirements and conditions for conducting assessment against the unit of competency

6. provision for self-evaluation for assessees as a means of preparation for formal assessment. Cost considerations, the length of the agricultural cycle and dispersion of assessees have resulted in self-evaluation being an important component of the assessment / RPL system for the Rural Industry. Such self evaluation against units of competency, supported by documentary evidence from past or present employers and from other sources, eg. Department of Primary Industry/Department of Agriculture agronomists, when presented to an Assessment Panel can provide a cost-effective way of reducing the level of on-the-ground assessment. This panel system has been extensively trialed in 1995-96

Collecting evidence

- The ‘Assessment Guide’ in each unit of competency and Assessment Tools will provide a methodology for gathering evidence.

- A variety of assessment methods should be used in the process of establishing competency to ensure assessment is not narrowly based on tasks but embraces all aspects of work performance in an holistic, integrated approach (see - Section 5 ‘Guidelines for Conducting Assessment’).

- Evidence gathering methods are to be appropriate to the context, the assessee and the assessor.

- Assessors will be expected to ensure the scope of assessment covers a broad range (as defined in the Range of Variables) of equipment, facilities, livestock and working conditions appropriate to a viable, functioning enterprise which is typical of the region in which the assessment takes place.

- Because of the cyclical nature of the Agriculture Industry the assessment process should allow for the collection of evidence over an extended period.

- A combination of timeframes can be used with some evidence being collected over time and some being completed with a short term interaction between an assessor and the assessee.
• The unit of competency being assessed must be performed consistently and not in the form of a one-off test.

• Employers, learners and assessors will each need to have access to the industry competency standards as well as assessment materials and self evaluation guides as appropriate.
5 GUIDELINES FOR CONDUCTING ASSESSMENT

Process for conducting assessment within institution and workplace contexts

The processes for conducting assessment are detailed in the ‘Assessment Guide’ for each unit of competency and are supplemented by the assessment materials described in Section 4 above.

Principles of Assessment

There are a number of assessment principles that have been adopted ‘in principle’ by the Ministers of Vocational Education and Training and underpin all assessment within Training Packages. These are:

1. Endorsed industry standards form the basis of qualifications in the vocational education and training sector;
2. Endorsed industry standards are the benchmarks for assessment;
3. Assessment conducted for the purposes of national recognition should lead to a part or full qualification under the Australian Qualifications Framework;
4. Assessment should be undertaken by, or auspiced through, a Registered Training Organisation;
5. Assessment for national recognition purposes shall be conducted within a quality assurance framework;
6. Responsibility for assessment resides with the body that issues the qualification under the Australian Qualifications Framework;
7. Assessment processes shall be valid, reliable, flexible and fair;
8. Assessment systems must incorporate mechanisms for recording, storing and accessing assessment outcomes;
9. Assessment reporting systems should indicate the units of competency that the individual has attained;
10. Assessment systems should incorporate ongoing monitoring and review processes, and
11. Assessment processes shall provide for the recognition of current competencies regardless of where these have been acquired.

In the agriculture and horticulture industries the national policy on workplace assessment outlines that summative assessment is essentially a process of evaluation of presented evidence.

The type and scope of evidence is outlined for each unit of competency. Examples of evidence can include:

- work reports;
- signed statements of practical experience undertaken;
- references and testimonials;
- training programs attended (statements of completion);
- industry certificates or citations;
• video and audio tapes used or produced;
• photographs or videos of workmanship;
• written reports completed;
• details of projects undertaken; and/or
• self evaluation, supported by documentary evidence.

Providers who conduct training programs will generally be assessing learner progress on a formative basis and have access to a full range of assessment options. These can include such methods as:

• exams and challenge tests;
• assignments;
• practicals, observations and demonstrations;
• checklists of skills and knowledge;
• case studies analysis and reports; and/or
• role plays.

Assessment situations will vary depending on the skill to be assessed and could include:

• Practical demonstration by the individual assessees in the workplace
• Assignments for assessment and feedback by mail
• A number of learners at one central location

Off-the-job Assessment

• Assessees must apply knowledge and skills in a workplace setting, not singularly on satisfactory achievement or a written or practical tests.

• To indicate that a person is competent by definition means that they have satisfied all the performance criteria of a designated unit of competency.

On-the-job Assessment

• On-the-job assessment is to be carried out in accordance with these Guidelines and the Assessment Guide in each unit of competency.

Integrating On and Off-the-job Assessment or Training

The link between on and off-job training and assessment is structured within the Agriculture Industry. On-job training and assessment are linked as learning occurs in
the workplace and is recorded for the purposes of evidence towards subsequent assessment. An employer who is providing on-job training will not necessarily be a registered assessor, but will need to understand the links between the training being provided and the ongoing assessment that is part of the same activity and that will subsequently feed into the formal assessment system. The structured integration of on and off-the-job training is also crucial to ensure holistic competency outcomes that can be assessed against the units of competency.

As the on-job training and assistance in assessment is usually performed by an industry person, the integration of on and off-the-job training and assessment can be viewed as a partnership between training providers and industry. Close cooperation is required to determine the division of responsibility and contribution.

6 APPEAL AND REASSESSMENT PROCESS

The industry recommends that the process to be followed by Registered Training Organisations and the State/Territory Training Authorities who are responsible for the appeal process should take account of any licencing requirements and follow the process as detailed below.

If the assessee is dissatisfied with the assessment received, they can request a second assessment. Such a request is to be made within seven days following receipt of the assessment result and sent to the Registered Training Organisation responsible for the assessment.

The appeal, will be directed to the Registered Training Organisation. After checking the validity of the appeal, the Registered Training Organisation will:

- convene an appeal panel.
- advise the assessee and assessor of the date, time and location of the appeal hearing and invite the assessee to provide any additional evidence they may wish to present in support of the appeal.
- advise appellant of the result of the hearing as quickly as possible – the appeal will either be dismissed, upheld and competency confirmed or subject to re-assessment.

In the event that the appellant is still dissatisfied with the appeal outcome, or if no response to their initial appeal has been received, the appellant should register an appeal with the relevant State or Territory Training Authority.

In all cases the appeals process will be:

- formal and impartial
- clearly defined and explained to the assessee
- known to assessors and assessees before assessment takes place.
7 SOURCES OF INFORMATION ON ASSESSMENT

1. Organisations

**National Industry Training Advisory Body**

Rural Training Council of Australia  
PO Box E10  
KINGSTON ACT 2604  
e-mail: rtcaexof@enternet.com.au  
Executive Officer – Ian McFarlane

**State/Territory ITABs**

Rural Industries Training Advisory Board (Northern Territory)  
GPO Box 4584  
DARWIN NT 0801  
e-mail: ntrural@ais.net.au  
Executive Officer: Brian Munro

Queensland Rural Industry Training Council Inc.  
GPO Box 3128  
SOUTH BRISBANE QLD 4101  
e-mail: qritc@powerup.com.au  
Executive Officer: David Moore

Primary Industry Training Advisory Board - NSW  
Level 8 1 Bligh Street  
SYDNEY NSW 2000  
E-mail: nswpitab@ozemail.com.au  
Executive Officer: Paul Comyn

Primary Skills Victoria  
PO Box 3067  
NORTH BURNLEY VIC 3121  
E-mail: vpitb@vicnet.net.au  
Web site: http://home.vicnet.net.au/~vpitb  
Executive Officer: David Nelson

Tasmanian Rural Industry Training Board Inc.  
PO Box 193  
LAUNCESTON TAS 7250  
E-mail: tritb@vision.net.au  
Executive Officer: S R (Zich) Zichy-Woinarski

Agriculture & Horticulture Training Council of South Australia Inc.  
Unit 9  
9-13 Market Street  
ADELAIDE SA 5001  
E-mail: ahtcsa@mail.enternet.com.au  
Executive Officer: Garth Polkinghorne
Other information sources

The Australian Veterinary Association Ltd
134-136 Hampden Road
ARTARMON NSW 2064
Telephone: 02 9411 2733
Fax: 02 9411 5089

The Veterinary Nurses Council of Australia
PO Box 2233
NORTH RINGWOOD VIC 3134
Telephone/Fax: 03 9876 2133

Australian National Training Authority (ANTA)
AMP Place 10 Eagle St
BRISBANE QLD 4001
Telephone: 07 3426 2300
fax: 07 3246 2490

Assessor Training
National Assessor and Workplace Trainers Body
PO Box 2164
Clovelly NSW 2031
Telephone: 02 9665 0549
fax: 02 9664 2305

TRAINING PRODUCTS

Rural Training Council of Australia Inc.
PO Box E10
KINGSTON ACT 2604
Telephone: 02 6273 2514
fax: 02 6273 4811
e-mail rtaexof@enternet.com.au

Australian Training Products Ltd (ATP)
Level 5 321 Exhibition St Melbourne VIC 3000
GPO Box 5347BB Melbourne VIC 3001
Telephone: 03 9630 9836 or 03 9630 9837
fax: 03 9639 4684
2. Resources

National Policy for Workplace Assessment in the Agricultural, Production and Amenity Horticultural Industries; Rural Training Council of Australia; Canberra 1997

Competency Standards for Assessment; ANTA / National Assessors and Workplace Trainers Body; ANTA 1995

A guide to the Competency Standards for Assessment; ANTA / National Assessors and Workplace Trainers Body; ANTA 1997

Assessment Technical Manual; Hagar, Paul; Athanasou, James; Gonezi, Andrew; DEETYA; Australian Government Publishing Service; Canberra 1994

Assessment Practical Guide; Rumsey, David; DEETYA; Australian Government Publishing Service; Canberra 1994

Assessment System Design; Toop, Leigh; Gibb, Jennifer; Worsnop, Percy; DEETYA; Australian Government Publishing Service; Canberra 1994

Objectives for Instruction and Evaluation; Kibler R J; Allyn & Bacon

National Competency Standards; Rural Training Council of Australia; contact 02 6273 2514 for complete list

National Assessment Materials; Rural Training Council of Australia; contact 02 6273 2514 (under development)

Guidelines for the Development of National Industry Competency Standards in the Agriculture, Horticulture and Related Industries; Rural Training Council of Australia; contact 02 6273 2514

Train to Gain; vide/ workbook package and learning guide - Category 1 Workplace Trainer; RTCA; 1997

Train to Gain; video and workbook package - Workplace Assessor; RTCA (under development)

Registered Training Providers of Assessment and Workplace Training - contact list; National Assessors and Workplace Trainers Body; contact 02 9665 0549
7 GLOSSARY

Appeal
An integral process of the assessment system which allows a person who has been assessed to dispute an assessment result and to have an opportunity for further assessment.

Assessment
The process of gathering evidence about competency and making a judgement about whether or not competency has been achieved.

Assessment context
The environment in which the assessment will be carried out. This will include physical and operational factors, the assessment system within which assessment is carried out, opportunities for gathering evidence in a number of situations, the purpose of the assessment, who carries out the assessment and the period of time during which assessment takes place.

Assessment Guide
A part of the ‘evidence guide’ for each unit of competency which is designed to support the assessment process.

Assessment Guidelines
An endorsed component of the Training Packages which sets out mechanisms within an industry for valid, reliable and flexible assessment of competency against national standards. In the Rural Industry this national policy underpins the assessment guidelines.

Assessment records
The results of assessment can be the basis for issuing of certificates and qualifications as well as being valuable employment and skills records. Record keeping systems are established as part of the assessment system and must comply with organisational procedures and national and legislative requirements.

Assessment system
A structured process developed to ensure that assessment decisions made across a range of individuals, assessors and situations are consistent, fair and valid. There must be guidelines for its operation, competent assessors and appropriate records (refer National Policy and Administrative Guidelines in the Rural Industry). An assessment system needs regular review to ensure its currency and relevance.

Assessment materials
Mechanisms for gathering evidence. This can include direct questioning, direct observation of performance, skill tests, simulations, written tests, examination of finished products, reports from peers and supervisors. A variety of assessment methods should be used in the process of establishing competency.

Assessor
A person trained and recognised as being competent in terms of the Competency Standards for Assessment and who carries out assessment against competency standards. An assessor will be competent in the subject area being assessed or work with a subject expert.

Auspicing arrangements
Formal arrangements which enable Registered Training Organisations to provide recognition for the outcomes of assessments conducted by non-registered organisations. Such agreements
specify the minimum quality assurance measures that must be met to ensure that the assessment outcome will be recognised by the Registered Training Organisation.

**Cost effectiveness**
While the assessment process needs to be a rigorous one, it must also be realistic in terms of cost. The gathering of evidence has distinct implications in terms of cost and it is the assessor’s skill and an appropriate assessment system which must balance the collection of sufficient evidence with the cost in terms of, for example, time and potential disruption to work.

**Evidence**
Information gathered through the use of a variety of assessment tools which will provide proof from which the assessor can make a judgement about competency. In most cases evidence is gathered from more than one source, in more than one situation and can have many forms. Direct evidence is observation of performance. Indirect evidence can include evaluation of products or services, simulations or skills tests, questioning or reports from others.

**Evidence Guide**
Part of a unit of competency standard which sets out the range of information required to establish competency in the assessment process (see also Assessment Guide).

**Fairness**
A fair assessment will not disadvantage any person and will take into account special needs of the candidate. A genuine consultative approach to assessment and ensuring that the candidate understands the purpose of the assessment can help to establish fairness as can feedback and provision of opportunities for further training and practice. The assessment process must be fully understood, accessible and accepted.

**Flexibility**
Flexibility in assessment allows for assessment both on or off-the-job and at mutually convenient times and situations and provide for the recognition of competencies no matter how, where or when they have been acquired.

**Integrated (holistic) assessment**
An approach to assessment that covers multiple elements and / or units from relevant competency standards. The integrated approach attempts to combine knowledge, understanding, problem solving, technical skills, attitudes and ethics into assessment events.

**Reliability**
Refers to the consistency of the interpretation of evidence and the assessment outcome. To make reliable assessments assessors must be competent in terms of the assessor competency standards, have the relevant technical competencies or have access to a subject matter expert who can advise the assessor on the relevant vocational competencies at least to the level being assessed.

**Self Evaluation (Assessment)**
A process which allows a candidate to collect and provide evidence of their own performance against units of competency. This can be done with a competency record book or other record keeping mechanism which is verified by an assessor through observation and questioning and from the testimony of others (peers / supervisor).

**Validity**
A valid assessment assesses what it claims to assess - evidence collected is relevant to the unit of competency and demonstrates that the performance criteria have been met.
1  INTRODUCTION

The Agricultural Industry has packaged its competency standards into industry levels that align to the Australian Qualifications Framework (AQF). The qualifications and their titles reflect six levels of the AQF from Certificate I to Advanced Diploma. The qualifications are for the achievement of packages of units of competency derived from the competency standards.

2  TITLING

The national qualifications and AQF Levels are as follows:

<table>
<thead>
<tr>
<th>National Qualification</th>
<th>AQF</th>
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<tbody>
<tr>
<td>Certificate I in Agriculture (sector name where applicable)</td>
<td>1</td>
</tr>
<tr>
<td>Certificate II in Agriculture</td>
<td>2</td>
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<tr>
<td>Certificate III in Agriculture</td>
<td>3</td>
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<tr>
<td>Certificate IV in Agriculture</td>
<td>4</td>
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<tr>
<td>Diploma in Agriculture</td>
<td>5</td>
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<tr>
<td>Advanced Diploma in Agriculture</td>
<td>6</td>
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<tr>
<td>Certificate II in Agriculture (Wool Handling)</td>
<td>2</td>
</tr>
<tr>
<td>Certificate II in Agriculture (Shearing)</td>
<td>2</td>
</tr>
<tr>
<td>Certificate III in Agriculture (Clip Preparation)</td>
<td>3</td>
</tr>
<tr>
<td>Certificate IV in Agriculture (Wool Classing)</td>
<td>4</td>
</tr>
<tr>
<td>Certificate II in Agriculture (Cane Cultivation)</td>
<td>2</td>
</tr>
<tr>
<td>Certificate III in Agriculture (Cane Cultivation)</td>
<td>3</td>
</tr>
<tr>
<td>Certificate II in Agriculture (Cane Haulage)</td>
<td>2</td>
</tr>
<tr>
<td>Certificate III in Agriculture (Cane Haulage)</td>
<td>3</td>
</tr>
<tr>
<td>Certificate II in Agriculture (Cane Harvesting)</td>
<td>2</td>
</tr>
<tr>
<td>Certificate III in Agriculture (Cane Harvesting)</td>
<td>3</td>
</tr>
<tr>
<td>Certificate IV in Agriculture (Cane Harvesting)</td>
<td>4</td>
</tr>
</tbody>
</table>

The Agriculture qualifications reflect the Industry and the sector or specialisation to which they apply, as in the following examples:

For a General (Cross Sector) qualification - Certificate II in Agriculture

For a Sector qualification - Certificate III in Agriculture (Beef Cattle)

For a Specialised qualification - Certificate II in Agriculture (Shearing)
3 PACKAGING UNITS OF COMPETENCY

The table ‘Gaining an AQF Qualification’ (page 23) sets out the packaging for a qualification. The packaging system uses a point system to derive the appropriate number and mix of units to meet the requirements for a qualification. Specific details of packaging for this industry sector are shown in Section 2 of this document.

Because of the range of farming activities applicable to enterprises, and also due to the large number of part-time or contracted workers in the industry, the units of competency are designed to be packaged for a sector qualification by adding additional units from other sectors, or by combining units from various sectors into a general Certificate in Agriculture. The purpose of cross-sectoral aggregation of units is to ensure maximum flexibility in structuring qualifications. The requirements for qualifications are therefore formed around basic requirements but leave a range of optional units open to selection from the full range of Agriculture and Horticulture standards. This selection can be made by individual employers in conjunction with employees/trainees so that maximum usefulness and applicability in a wide range of circumstances is achieved.

Where cross-sector or other industry competency standards are incorporated into industry packages, they do not necessarily become absorbed into packages at the same AQF levels as they may have been used within the parent industry or within indicative packaging provided by cross-industry competency standards bodies. Queries related to the appropriate level are to be referred to the relevant Industry bodies through RTCA.

The Agriculture Industry packaging of units includes core, specialisations, options or a combination of all these.

The method of packaging units of competency at levels within the Agriculture Industry is based on a points system as described below. It is intended to reassess this system at the end of 1998 to determine whether it meets industry needs.

Where units are used in two or more industry sectors, each sector has determined which level will apply to that sector.

Links between Agricultural qualifications and other Rural Industry qualifications

Certain units of competency are common to both the Agriculture and Horticulture industries.

Mandatory units

Six mandatory units are required at the first four levels of qualifications because these competencies are practised at each of these levels of work. The core units that are required as a mandatory part of the Certificates 1 to IV are as follows:

RUA AGCORE1 A Meet industry employment criteria
RUA AGCORE2 A Follow enterprise OHS procedures
RUA AGCORE3 A Use hazardous substances safely
RUA AGCORE4 A Communicate in the workplace
RUA AGCORE5 A Act to minimise emergencies
RUA AGCORE6 A Plan daily work routine

In addition three of these mandatory units, which cover occupational health and safety, are required at levels five and six qualifications. These are a mandatory part of the Diploma and Advanced Diploma qualifications and are as follows:

RUA AGCORE2 A Follow enterprise OHS procedures
RUA AGCORE3 A Use hazardous substances safely
RUA AGCORE5 A Act to minimise emergencies

• The mandatory units are not awarded points at any level.
• The mandatory units are relevant for the Certificate I in Agriculture. For persons who enter the industry at a higher level, competency in these units would need to be established to complete the requirements for the higher level qualification

Qualifications - general, sector, and specialisations

General qualifications (eg. Certificate II in Agriculture) are gained from the assembly of units from across sectors.

• The packaging reflects a need for even the sector specific content of a qualification to remain flexible. Some enterprises may require of an employee a more in depth, or ‘across the board’ knowledge of, for example, cattle production. Others may require a core knowledge of cattle production and an almost equal knowledge of, say, grain production.

Sector qualifications cover people working in a particular sector of the industry, for example Beef Cattle.

• A prescribed number of units from the relevant sector must be achieved to gain the sector qualification, as detailed in the sector national competency standards.
  For example a “Certificate III in Agriculture (Beef Cattle)” would require the following:
  • The six mandatory units
  • A minimum of 30 points from Beef Units of Competency at Level 3 or above
  • 6 points from other rural Units of Competency (at any level)

• “Sector qualifications” includes all Agriculture industry sectors which have nationally endorsed competency standards and may include Horticulture units from the Qualifications in Horticulture Training Package. eg. Certificate in Agriculture (Production Horticulture).

Specialised groups have been identified by industry where there is a narrow range of specific skills required to cover a large number of employees. National Certificates will be issued for completion of specific units of competency. These specialisations currently cover the following:

Shearing eg: Certificate II in Agriculture (Shearing)
Wool Handling
Clip Preparation
Wool Classing
Cane Cultivation
Cane Haulage
Cane Harvesting

The units of competency included in these Certificates may be used towards other Certificates in Agriculture.
## Gaining an AQF Qualification

A qualification is constructed around a points score based on achievement of Units of Competency.

The Points for each Unit of Competency corresponds to its level as follows:

- Level 1 Unit of Competency = 1 point
- Level 2 Unit of Competency = 2 points (except RUA AG2005CH A - RUA AG2012CH A)
- Level 3 Unit of Competency = 3 points (each of which are worth 0.5 of a point)
- Level 4 Unit of Competency = 4 points
- Level 5 Unit of Competency = 5 points
- Level 6 Unit of Competency = 6 points

### Mandatory units

Six mandatory units are required at the first four levels of qualifications because these competencies are practised at each of these levels of work. As with other small business, much of this industry operates with employers and employees performing tasks and roles that span all levels of work. The industry qualifications in these units are therefore, accumulative in that these aspects of work are not discarded or modified at higher levels. For example, the unit, Act to Minimise Emergencies is performed identically at different levels and must be an integral part of workplace functions by all persons. The core units that are required as a mandatory part of the Certificates I to IV are as follows:

- RUA AGCORE1 A  Meet industry employment requirements
- RUA AGCORE2 A  Follow enterprise OHS procedures
- RUA AGCORE3 A  Use hazardous substances safely
- RUA AGCORE4 A  Communicate in the workplace
- RUA AGCORE5 A  Act to minimise emergencies
- RUA AGCORE6 A  Plan daily work routines

In addition three of these mandatory units, which cover occupational health and safety, are required at levels five and six qualifications. These are a mandatory part of the Diploma and Advanced Diploma qualifications and are as follows:

- RUA AGCORE2 A  Follow enterprise OHS procedures
- RUA AGCORE3 A  Use hazardous substances safely
- RUA AGCORE5 A  Act to minimise emergencies

These units are relevant within the Certificate I in Agriculture. For someone who enters the industry at a higher level, competency in these units would need to be established to complete the requirements for the higher level qualification. For this reason these units are not part of the points system for the Agriculture packaging and qualifications.

For a General (cross sector), qualification in Agriculture the following rules apply:

### Certificate I in Agriculture

Total score required = minimum of 5 points with
- 6 mandatory Units;
- 5 points for units of competency at Level 1 or above

### Certificate II in Agriculture

Total score required = minimum of 30 points with
- 6 mandatory Units;
- 24 points from Units of Competency at Level 2 or above;
- 6 points from other rural Units of Competency (at any level)
continued . . .

Certificate III in Agriculture
Total score required = minimum of 36 points with
- 6 mandatory Units;
- 30 points from Units of Competency at Level 3 or above;
- 6 points from other rural Units of Competency (at any level)

Certificate IV in Agriculture
Total score required = minimum of 40 points with
- 6 mandatory Units;
- 32 points from Units of Competency at Level 4 or above;
- 8 points from other rural Units of Competency (at any level)

Diploma in Agriculture
Total score required = minimum of 50 points with
- 3 mandatory Units;
- 25 points from Units of Competency at Level 5 or above;
- 25 points from other rural Units of Competency (at any level)

Advanced Diploma in Agriculture
Total score required = minimum of 60 points with
- 3 mandatory Units;
- 30 points from Units of Competency at Level 6 or above;
- 30 points from other rural Units of Competency (at any level)

To achieve a Sector qualification in Agriculture (ie Certificate II in Agriculture (Sector). The rules for each sector are detailed in the front of the sector national competency standards, for example:

(Where “Sector” appears insert “Sheep and Wool”, “Dairy - Production” “Production Horticulture” etc. as applicable. Where no such details appear, the qualification is general (cross sector ) and units can be taken from all standards in the Agriculture, Horticulture and Related Industries.)

Certificate II in Agriculture (Grain Production)
Total score required = minimum of 30 points with
- 24 points from Grain Production and/or Rural Generic Units of Competency at Level 2 or above;
- 6 points from other rural Units of Competency (at any level)
- Plus the six core units

Examples of the Specialisation qualifications are given in the Wool Harvesting and Sugar Cane competency standards.
4 **ISSUING QUALIFICATIONS**

Persons who have been assessed as having satisfied one or more units of competency, are entitled to a Statement of Attainment for those units.

The accumulation of units of competency can result in the issuing of an AQF qualification according to the packaging set out in the competency standards.

Qualifications will be issued by a Registered Training Organisation.

5 **ALIGNMENT TO THE AQF**

To cater for the diverse range and mix of agricultural and horticultural enterprise activities a special alignment system has been developed.

This is based on selections of units being aligned to a qualification. Instead of a predetermined selection of units being allotted to a package which in turn is aligned to a qualification, the system adopted offers extensive flexibility to employers and learners.

**Qualifications and Pathways**

The packaging arrangements for the Agriculture Industry ensure that maximum flexibility in pathways to qualifications is achieved and maintained. In this industry it is important that assessment allows for qualifications to be attained no matter how competency has been achieved. This may not be via a formal training arrangement. Assessment of competency is potentially an expensive process in the Agriculture Industry and flexible pathways to achieving competency need to be encouraged so that no waste of resources is incurred in unnecessary training or assessment.

Where cross-industry or other industry standards have been incorporated into the Agriculture standards, they form part of the industry packaging and qualifications requirements.

6 **CUSTOMISATION OF QUALIFICATIONS**

**Sector-Specific Qualifications**

- For a sector-specific qualification the units of competency which are available for selection are described in the sector standards.

- Selection of units which are not bound by sector specific rules may be taken from all Rural Industries.

- Flexibility to meet individual and enterprise requirements can be accommodated to the extent permitted by sector specific rules or under cross sector rules.
Customisation of qualifications with other industry or cross-industry standards

- It is possible, within the Agriculture Industry’s flexible packaging arrangements, to incorporate other industry or cross-industry units of competency into Agriculture qualifications.

- Endorsement of the national ITAB (RTCA) is required for any such inclusions.

7 NEW APPRENTICESHIPS

New Apprenticeships, which includes New Traineeships, based on the competency standards are gradually being developed by the industry. (Some older style apprenticeships are still being completed, such as the Farm Worker in Victoria, South Australia and Tasmania, and Dairy in NSW.) In most States and Territories the majority of Traineeships articulate into second or third years of an Apprenticeship and in some cases articulate further into Diplomas. Both the New Traineeships and Apprenticeships will be gradually developed and adopted as the Training Packages become available and entry level training arrangements are able to be based on endorsed national industry competency standards.

Generally Traineeships and Apprenticeships are designed for entry at any level and for full articulation from one level to another. In sectors where lower level qualifications are prerequisites, full RPL procedures apply. There are, therefore, no restrictions on progression from one AQF level to another.

Most Traineeships articulate into Apprenticeships. The latter are progressively becoming formalised with the endorsement of sector standards. Some which do not reflect the new system are being phased out. Some New Apprenticeships already articulate into Diplomas. The sectors already formalising articulation from Traineeships upwards are:

- Dairy
- Pigs
- Poultry
- Cattle feedlots
- Cotton

The adoption of the New Apprenticeships in the Agriculture Industry will reflect the following objectives:

- An expanded National Rural Skills Traineeship allowing for an outcome in each sector covered by the Training Package, and will replace all current related traineeships;

- This traineeship will be established at Levels 1 to 4 and potentially could be available at Levels 5 and 6;
• At each of these levels for each of the sectors included in the Training Package the qualification will be the Certificates/Diplomas in Agriculture;

• The only difference between the New Apprenticeship arrangements and other means of reaching a qualification will be the pathway; and so the traineeship pathway will require the same units of competency to be acquired as those identified in the other Certificates in the Training Package at each AQF level.

Entry level training does not vary from the industry requirements for qualifications. This is one of the main reasons for the flexibility maintained in the packaging.

Training providers supporting a traineeship need to determine the needs of the employer and trainee in combining appropriate units of competency to make up the full qualification. They will also need to negotiate with the employer as to the extent of the on-job and off-job components of the training. It is expected that the mandatory units of competency may be delivered off-the-job by the provider as well as parts of those other units which best
SECTION 2

NATIONAL COMPETENCY STANDARDS

➢ BEEF CATTLE PRODUCTION ❃
# SECTION 2 – Competency Standards – Beef Cattle Production

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## MANDATORY UNITS

**RUA AGCORE1 A**
Meet industry requirements ........................................................................... c-1
- **CORE 1.1** Employment conditions identified
- **CORE 1.2** Meet workplace employment requirements

**RUA AGCORE2 A**
Follow enterprise OHS procedures ................................................................... c-4
- **CORE 2.1** Comply with provisions of relevant state OHS legislation
- **CORE 2.2** Follow farm procedures for hazard identification and risk control
- **CORE 2.3** Render appropriate emergency procedures
- **CORE 2.4** Administer first aid
- **CORE 2.5** Participate in arrangements for maintaining health and safety of all people in the rural workplace

**RUA AGCORE3 A**
Use hazardous substances safely ..................................................................... c-8
- **CORE 3.1** Handle hazardous substances
- **CORE 3.2** Store hazardous substances
- **CORE 3.3** Transport hazardous substances
- **CORE 3.4** Use hazardous substances
- **CORE 3.5** Act in emergency situations with hazardous substances

**RUA AGCORE4 A**
Communicate in the workplace ....................................................................... c-11
- **CORE 4.1** Gather, record and convey data
CORE 4.2 Gather, record and provide information in response to workplace requirements
CORE 4.3 Participate in work groups or teams
CORE 4.4 Participate in workplace meetings
CORE 4.5 Interact with others in the workplace
CORE 4.6 Communicate with the industry network

RUA AGCORE5 A
Act to minimise emergencies and respond to a variety of situations
CORE 5.1 Act to minimise emergency situations
CORE 5.2 Act as instructed in emergencies
CORE 5.3 Implement fire prevention and control on site and in the workshop
CORE 5.4 Deal with gas emergencies

RUA AGCORE6 A
Plan daily work routines
CORE 6.1 Interpret work schedules
CORE 6.2 Organise materials and equipment
CORE 6.3 Respond to problems as they occur

LEVEL 1
RUA AG1500BC A
Carry out basic beef cattle handling duties
1500.1 Identify and select cattle
1500.2 Draft cattle in yards
1500.3 Use basic cattle handling equipment
1500.4 Complete cattle handling operations

LEVEL 2
RUA AG1100EO A
Operate equipment
1100.1 Operate trailed and mounted equipment
1100.2 Operate stationary equipment
1100.3 Operate independently powered tools

RUA AG1130EM A
Perform routine maintenance
1130.1 Maintain an efficient workshop and workplace
1130.2 Use hand and power tools
1130.3 Maintain machinery and equipment
1130.4 Maintain structures and surroundings
1130.5 Store equipment

RUA AG2005CH A
Maintain supplies of chemical and biological agents
2005.1 Transport chemicals and biological agents
2005.2 Store chemicals and biological agents within the workplace
2005.3 Record chemical purchase details

RUA AG2006CH A
Determine chemicals and biological agents
2006.1 Determine chemicals appropriate to the identified problem
2006.2 Determine chemicals which are consistent with user requirements and capabilities
2006.3 Implement Integrated Pest Management (IPM) strategies
RUA AG2007CH A
Prepare chemicals and biological agents ............................................................... 2-15
  2007.1 Select appropriate chemical
  2007.2 Prepare application requirements
  2007.3 Fill application equipment

RUA AG2008CH A
Maintain chemical equipment ............................................................................. 2-18
  2008.1 Check and maintain application equipment for chemical and biological agents
  2008.2 Check and maintain personal protection equipment

RUA AG2009CH A
Apply chemicals and biological agents ................................................................ 2-21
  2009.1 Select application equipment
  2009.2 Use personal protective equipment
  2009.3 Use application equipment

RUA AG2010CH A
Clean up following application of chemicals and biological agents ...................... 2-24
  2010.1 Empty and clean equipment and containers according to label directions
  2010.2 Use personal protective equipment

RUA AG2011CH A
Manage a chemical spillage/leakage ..................................................................... 2-27
  2011.1 Implement correct procedures following a chemical spillage/leakage
  2011.2 Use personal protective equipment

RUA AG2012CH A
Notify authorities of chemical spill ..................................................................... 2-30
  2012.1 Notify authorities of chemical spill

RUA AG2100EO A
Operate ride-on farm vehicles ............................................................................. 2-33
  2100.1 Select machine and attachments appropriate for the job
  2100.2 Perform routine maintenance
  2100.3 Operate ride-on farm vehicle as transport on farm
  2100.4 Muster stock using ride-on farm vehicle
  2100.5 Spray farm chemicals using ride-on farm vehicle
  2100.6 Transport ride-on farm vehicle on/in another vehicle

RUA AG2101EO A
Operate property vehicles .................................................................................. 2-37
  2101.1 Carry out routine pre-start checks
  2101.2 Carry out routine maintenance
  2101.3 Drive property vehicles

RUA AG2102EO A
Operate tractors ................................................................................................. 2-40
  2102.1 Describe factors affecting safe tractor operation
  2102.2 Perform routine tractor maintenance
  2102.3 Operate tractor(s)
## Equip a workshop

- **RUA AG2130EM A**
  - 2130.1 Determine workshop scope
  - 2130.2 Select workshop requirements
  - 2130.3 Maintain workshop safety

## Provide support for basic repair of plant and equipment

- **RUA AG2131EM A**
  - 2131.1 Locate faults
  - 2131.2 Repair/replace

## Feed livestock

- **RUA AG2500BC A**
  - 2500.1 Check bodyweights/livestock condition
  - 2500.2 Provide feed as directed
  - 2500.3 Assess paddock feed

## Muster and move cattle

- **RUA AG2501BC A**
  - 2501.1 Prepare to muster cattle
  - 2501.2 Muster cattle in a paddock
  - 2501.3 Move cattle

## Monitor cows from joining to calving

- **RUA AG2502BC A**
  - 2502.1 Monitor herd health according to health strategy
  - 2502.2 Identify cows in oestrus
  - 2502.3 Join cows and heifers
  - 2502.4 Manage cow nutrition during gestation

## Carry out calving duties

- **RUA AG2503BC A**
  - 2503.1 Organise equipment and materials for calving
  - 2503.2 Check cows
  - 2503.3 Assist cows
  - 2503.4 Report on progress and abnormalities

## Carry out calf marking duties

- **RUA AG2504BC A**
  - 2504.1 Organise equipment materials and health preparations for marking
  - 2504.2 Prepare for marking
  - 2504.3 Perform marking operations
  - 2504.4 Count cows and calves at marking
  - 2504.5 Return stock to paddocks
  - 2504.6 Clean up calf marking gear

## Slaughter cattle

- **RUA AG2505BC A**
  - 2505.1 Select animals
  - 2505.2 Prepare equipment and facilities
  - 2505.3 Slaughter animal
  - 2505.4 Dress carcass
  - 2505.5 Hand carcass
  - 2505.6 Dispose of offal
  - 2505.7 Restore killing facilities to clean and operational state
  - 2505.8 Cup up carcass
RUA 98

2505.9  Distribute carcass
RUA AG2506BC A
Prepare cattle for competitions ............................................................... 2-68
  2506.1  Carry out instructions on cattle preparation
  2506.2  Feed and water cattle for showing
  2506.3  Monitor cattle health
  2506.4  Prepare cattle for handling
  2506.5  Handle cattle

RUA AG2507BC A
Maintain stock water supply equipment ............................................................... 2-71
  2507.1  Maintain stock water provisions
  2507.2  Advise and report on water malfunctions
  2507.3  Carry out operational maintenance under broad supervision
  2507.4  Provide support for drilling and bore maintenance contractors

RUA AG2508BC A
Perform basic horsemanship activities ............................................................... 2-74
  2508.1  Identify stock horses
  2508.2  Catch, saddle and ride stockhorses
  2508.3  Feed and groom stockhorses
  2508.4  Work and train stockhorses
  2508.5  Shoe horses
  2508.6  Care for saddlery and equipment
  2508.7  Transport horses

RUA AG2522DY A
Carry out basic fencing operations ............................................................... 2-78
  2522.1  Maintain basic fencing tools
  2522.2  Make repairs to farm fences
  2522.3  Dismantle an existing wire fence
  2522.4  Install sundry electric farm fences

RUA AG2523DY A
Carry out basic irrigation routines ............................................................... 2-82
  2523.1  Complete a watering
  2523.2  Carry out basic maintenance to a flood irrigation and surface water drainage system

RUA AG4131EM A
Maintain farm improvements ............................................................... 2-85
  4131.1  Regularly assess conditions of farm structures
  4131.2  Plan new sheds, buildings and other structures
  4131.3  Prepare a site and pour concrete
  4131.4  Fabricate structures
  4131.5  Dismantle structures
  4131.6  Maintain land surrounding farm structures

LEVEL 3

RUA AG3021OH A
Implement and monitor the enterprise OHS program ............................................................... 3-1
  3021.1  Provide information to farm workers about OHS in the industry and the farm’s health and safety procedures
  3021.2  Implement and monitor the involvement of workers in maintaining the health and safety of all people in the rural workplace
3021.3 Implement and monitor the farm procedures for identifying OHS hazards, assessing risks and maintaining effective control measures
3021.4 Implement the farm’s procedures for dealing with emergencies affecting health and safety of people on the rural workplace
3021.5 Implement the farm’s procedures for providing OHS induction and training
3021.6 Implement and monitor the farm’s procedures for maintaining OHS records

RUA AG3130EM A
Manage maintenance ................................................................. 3-5
3030.1 Determine maintenance issues
3130.2 Schedule resources
3130.3 Monitor maintenance

RUA AG3202BM A
Organise human resources 3-8
3202.1 Participate in staff selection
3202.2 Induct staff
3202.3 Organise work programs
3202.4 Develop teamwork
3202.5 Supervise staff
3202.6 Review staff performance

RUA AG3500BC A
Select livestock for market ............................................................... 3-11
3500.1 Market requirements identified
3500.2 Select livestock

RUA AG3501BC A
Arrange transportation ............................................................... 3-14
3501.1 Determine transport requirements
3501.2 Source carriers
3501.3 Obtain quotes
3501.4 Transport plan determined
3501.5 Comply with legislative requirements on stock transport
3501.6 Notify recipients and arrange unloading

RUA AG3502BC A
Load and unload cattle ............................................................... 3-17
3502.1 Check facilities and equipment for sound working conditions
3502.2 Load cattle
3502.3 Inform recipient
3502.4 Unload cattle
3502.5 Perform appropriate animal health procedures

RUA AG3503BC A
Implement feeding plans ............................................................... 3-20
3503.1 Monitor body weights and livestock condition
3503.2 Adjust feeding regime
3503.3 Purchase supplementary feed
3503.4 Conserve feed to meet normal and abnormal conditions

RUA AG3504BC A
Implement cattle husbandry practices ............................................................... 3-23
3504.1 Prepare to treat cattle
3504.2 Administer treatment
3504.3 Return cattle to paddock
3504.4  Clean and store equipment
3504.5  Monitor effectiveness of treatments
RUA AG3505BC A
Prepare for calving ...............................................................3-26
3505.1 Organise cow nutrition in late pregnancy and calving
3505.2 Organise feed supplies for late pregnancy/calving
3505.3 Prepare paddocks for calving
3505.4 Implement predator control measures
3505.5 Perform husbandry procedures

RUA AG3506BC A
Determine calf-marking procedures ...............................................................3-29
3506.1 Determine husbandry practices at marking
3506.2 Organise equipment and materials
3506.3 Determine staffing requirements at marking
3506.4 Monitor calf marking

RUA AG3507BC A
Rear calves ............................................................... 3-32
3507.1 Determine plan for rearing calves
3507.2 Carry out plan for rearing calves using assembled information and available resources

RUA AG3508BC A
Determine herd health and welfare strategies ...............................................................3-35
3508.1 Assess potential herd health problems
3508.2 Devise herd health preventative strategy
3508.3 Implement a cattle health contingency
3508.4 Implement animal health strategy
3508.5 Apply animal welfare Codes of Practice
3508.6 Take remedial action

RUA AG3509BC A
Implement internal parasite control programs ...............................................................3-38
3509.1 Collect faecal samples for testing
3509.2 Analyse results
3509.3 Assemble and check drenching equipment
3509.4 Determine dose rate
3509.5 Purchase veterinary supplies
3509.6 Select relevant PPE
3509.7 Administer drenches
3509.8 Clean and store equipment and materials
3509.9 Return cattle to clean paddocks

RUA AG3510BC A
Implement external parasite control programs ...............................................................3-42
3510.1 Identify external parasites
3510.2 Determine treatment
3510.3 Assemble equipment, materials and health preparations
3510.4 Prepare site for treatment
3510.5 Select relevant PPE
3510.6 Treat affected cattle
3510.7 Clean up treatment site
3510.8 Return cattle to paddocks

RUA AG3511BC A
Care for working dogs ...............................................................3-45
3511.1 Type of dog determined
3511.2 Source dogs
3511.3 Implement basic obedience training
3511.4 Train dogs to work cattle
3511.5 Determine maintenance needs of dogs

**RUA AG3512BC A**

Service and repair bores and windmills

- 3512.1 Install and equip bores according to specialist advice
- 3512.2 Establish bore history
- 3512.3 Carry out bore repairs
- 3512.4 Carry out power head repairs
- 3512.5 Repair windmills
- 3512.6 Service and repair pumps

**RUA AG3513BC A**

Implement vertebrate pest control programs

- 3513.1 Assess vertebrate pest control in line with calving strategy
- 3513.2 Control vertebrate pests
- 3513.3 Dispose of pests and control agents

**RUA AG3514BC A**

Monitor weather conditions

- 3514.1 Obtain weather information
- 3514.2 Determine implications of weather information
- 3514.3 Implement actions in response to changing weather conditions

**RUA AG3515BC A**

Establish pastures and crops

- 3515.1 Prepare paddocks for pasture or crop production
- 3515.2 Sow pastures or crops
- 3515.3 Treat pastures or crops

**RUA AG3516BC A**

Perform advanced level horsemanship activities

- 3516.1 Monitor horse health and condition
- 3516.2 Break horses
- 3516.3 Perform advanced horse riding activities
- 3516.4 Provide non-veterinarian horse health care

**RUA AG3517BC A**

Carry out feedlot operations

- 3517.1 Operate feed mills and equipment
- 3517.2 Identify beef cattle
- 3517.3 Monitor the health of feedlot cattle
- 3517.4 Inject cattle
- 3517.5 Feed cattle
- 3517.6 Maintain hygiene
- 3517.7 Move cattle in feedlots

**RUA AG3523DY A**

Design and construct conventional fencing

- 3523.1 Draw up fencing plans
- 3523.2 Determine fence specifications
- 3523.3 Arrange fencing materials
- 3523.4 Install, posts wire and droppers
- 3523.5 Attach and swing gates

**RUA AG3524DY A**

Design, construct and maintain an electric fence
3524.1 Draw up fence specifications
3524.2 Install the energiser
3524.3 Construct a permanent electric fence
3524.4 Install and test earthing systems for an electric fence
3524.5 Energise and test an electric fence
3524.6 Identify and rectify faults in an electric fence

RUA AG3526DY A
Implement sustainable land use ................................................................3-77
3526.1 Identify areas for treatment
3526.2 Install contour banks and associated structures
3526.3 Sow banks and waterways to pasture
3526.4 Realign fences to natural features and land management areas
3526.5 Maintain soil conservation structures
3526.6 Carry out other land management practices

RUA AG3528DY A
Operate and maintain a spray irrigation system ............................................3-80
3528.1 Check the efficiency of a spray irrigation system
3528.2 Operate a spray irrigation system
3528.3 Perform repairs and maintenance on a spray irrigation system

RUA AG3530DY A
Install an irrigation system ........................................................................3-83
3530.1 Set out a site for installation
3530.2 Install an irrigation system
3530.3 Evaluate the efficiency of the irrigation system

RUA AG3531DY A
Install and maintain farm water supplies ..................................................3-87
3531.1 Select a water source
3531.2 Prepare for installation
3531.3 Install pumps
3531.4 Install pipes and troughs
3531.5 Establish maintenance procedures for water supply systems

RUA AG3533DY A
Conserve pastures and crops ......................................................................3-90
3533.1 Prepare for fodder conservation
3533.2 Prepare paddocks for fodder conservation
3533.3 Make fodder

LEVEL 4

RUA AG3536DY A
Plan and coordinate the feeding of beef cattle ...........................................4-1
3536.1 Assess condition of beef cattle
3536.2 Plan a feeding program for beef cattle
3536.3 Determine supplementary feeding requirements
3536.4 Manage the grazing system

RUA AG4021OH A
Establish and maintain the enterprise OHS program ..................................4-5
4021.1 Establish and maintain farm OHS plans and program
<table>
<thead>
<tr>
<th>Standard</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>4021.2</td>
<td>Establish and maintain arrangements to ensure the involvement of all workers in the management of OHS</td>
</tr>
<tr>
<td>4021.3</td>
<td>Establish and maintain procedures for identifying OHS hazards, assessing risk and maintaining the most appropriate control</td>
</tr>
<tr>
<td>4021.4</td>
<td>Establish and maintain procedures for dealing with OHS emergencies on the farm</td>
</tr>
<tr>
<td>4021.5</td>
<td>Establish and maintain an OHS safety induction and training program</td>
</tr>
</tbody>
</table>
RUA AG4130EM A
Plan for replacement equipment ........................................................... 408
  4130.1 Assess options of ownership
  4130.2 Assess the life of plant and equipment
  4130.3 Select suitable replacement equipment for proposed production
  4130.4 Arrange finance

RUA AG4202BM A
Deliver and review training (Category 1 Workplace Trainer)................................. 4-11
  4202.1 Confirm the need for training
  4202.2 Plan and document training session
  4202.3 Arrange location and resources
  4202.4 Notify trainees
  4202.5 Instruct trainees
  4202.6 Provide opportunities for practice
  4202.7 Confirm trainee has reached required standard of performance
  4202.8 Evaluate training session
  4202.9 Record training
  4202.10 Provide information on training

RUA AG4204BM A
Operate within a budget framework ........................................................ 4-15
  4204.1 Participate in formulation of budget
  4204.2 Supervise financial transactions

RUA AG4207BM A
Implement a property improvement plan .................................................... 4-17
  4207.1 Agree on the improvement to be carried out
  4207.2 Arrange the design and layout of the property improvements
  4207.3 Order materials for property improvements
  4207.4 Prepare sites for installation
  4207.5 Supervise installation and operation of property improvements
  4207.6 Carry out planned maintenance

RUA AG4500BC A
Control feedlot operations .......................................................................... 4-20
  4500.1 Establish the feasibility of cattle feedlots
  4500.2 Formulate feedlot rations
  4500.3 Select feedlot cattle
  4500.4 Monitor performance of feedlot cattle

RUA AG4501BC A
Arrange marketing ....................................................................................... 4-23
  4501.1 Determine market specifications and prices
  4501.2 Identify sale outlets
  4501.3 Select sale methods
  4501.4 Prepare cattle for market
  4501.5 Arrange transportation
  4501.6 Sell product
  4501.7 Evaluate sale performance

RUA AG4502BC A
Arrange livestock purchases ........................................................................ 4-27
  4502.1 Determine purchasing requirements
  4502.2 Identify sources of livestock
  4502.3 Determine health status
4502.4 Inspect cattle for purchase
4502.5 Determine statutory requirements
4502.6 Organise transport
4502.7 Implement health strategy on arrival

RUA AG4503BC A
Develop feeding plans ............................................................... 4-30
4503.1 Assess cattle nutrient requirements
4503.2 Determine cattle condition and nutritional needs
4503.3 Determine ability of pasture to satisfy cattle feed requirements
4503.4 Match feed requirements to satisfy feed supply
4503.5 Develop supplementary feeding plans

RUA AG4504BC A
Design cattle handling facilities ............................................................... 4-33
4504.1 Determine requirements for cattle handling facilities
4504.2 Develop plans for cattle handling facilities

RUA AG4505BC A
Manage natural mating ............................................................... 4-36
4505.1 Prepare paddocks for mating
4505.2 Prepare cows for joining
4505.3 Prepare bulls for joining
4505.4 Join bulls to cow mobs
4505.5 Monitor breeding activity

RUA AG4506BC A
Manage artificial breeding and embryo transfer programs  4-39
4506.1 Determine method of artificial breeding
4506.2 Organise physical resources
4506.3 Prepare genetic material
4506.4 Arrange fertilisation/implantation
4506.5 Monitor program

RUA AG4507BC A
Plan to exhibit cattle ............................................................... 4-42
4507.1 Select cattle for exhibiting
4507.2 Determine preparation procedures
4507.3 Arrange facilities and equipment
4507.4 Supervise preparations
4507.5 Present cattle

RUA AG4508BC A
Manage property horses ............................................................... 4-45
4508.1 Estimate horse condition and health
4508.2 Determine nutritional requirements of horses
4508.3 Supervise horsework of other property personnel

RUA AG4520DY A
Install drainage system ............................................................... 4-48
4520.1 Plan a drainage system
4520.2 Prepare a site for installation
4520.3 Install drainage
4520.3 Restore a site after installation

RUA AG4521DY A
Develop and implement a pasture and crop management plan.............................................................4-51

4521.1 Assess pasture and crop resources
4521.2 Plan a fodder production program
4521.3 Manage fodder use
LEVEL 5

RUA AG5207BM A
Manage physical and natural resources .................................................................5-1
  5207.1 Prepare an inventory of physical and natural resources
  5207.2 Map soils, topography and natural features
  5207.3 Prepare a whole-farm (physical resources) plan
  5207.4 Implement plans for property improvements and developments
  5207.5 Ensure yards and stock handling facilities and equipment operated safely and effectively
  5207.6 Take necessary action to protect assets
  5207.7 Comply with legal requirements and regulations

RUA AG5500BC A
Select the type of enterprise .................................................................................5-4
  5500.1 Assess the resources of the property and environment
  5500.2 Assess market conditions
  5500.3 Determine the type of enterprise

RUA AG5501BC A
Develop a marketing plan .......................................................................................5-7
  5501.1 Determine business and financial requirements
  5501.2 Obtain and analyse market information
  5501.3 Develop marketing plan
  5501.4 Implement marketing plan
  5501.5 Evaluate the marketing plan

RUA AG5523DY A
Develop and implement a breeding strategy ...........................................................5-11
  5523.1 Determine the breeding objectives
  5523.2 Determine the selection criteria
  5523.3 Manage the breeding program

RUA AG6202BM A
Manage human resources .....................................................................................5-14
  6200.1 Implement appropriate self-management practices
  6200.2 Prepare job and person specifications
  6200.3 Arrange employment of workforce members

LEVEL 6

RUA AG6200BM A
Manage borrowed funds .........................................................................................6-1
  6200.1 Determine the financial needs of the business
  6200.2 Assess all sources of finance
  6200.3 Apply for finance
  6200.4 Manage debt and/or equity finance
MANDATORY

UNITS
Industry: Rural
Area of Competency: Generic: Workplace

RUA AGCORE1 A Meet industry requirement

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE1.1 Employment conditions identified</td>
<td>CORE1.1.1 Employment terms and conditions are accepted. CORE1.1.2 Employment documentation is checked for compliance with accepted terms and conditions. CORE1.1.3 Employment conditions are reviewed to ensure currency is maintained.</td>
</tr>
<tr>
<td>CORE1.2 Meet workplace employment requirements</td>
<td>CORE1.2.1 Industry developments are promoted in workplace context to improve quality, productivity and conditions. CORE1.2.2 Work practices comply with codes of practice and workplace expectations. CORE1.2.3 Faults and abnormalities in workplace practices are recognised and actioned to enterprise requirements. CORE1.2.4 Dress and personal requirements comply with workplace standards. CORE1.2.5 Employer’s expectations are met through completion of workplace routines and specific instructions.</td>
</tr>
</tbody>
</table>

A. RANGE OF VARIABLES
- Sources of information on terms and conditions may include:
  - workplace agreements; relevant union bodies; relevant awards; employment contracts; workplace requirements and etiquette
- Industry developments may include:
  - implications of technology changes on employment; industry environment; changes in market conditions
- Work practices may include:
  - husbandry; care of equipment; handling of products; materials and crops; farm operations; country etiquette; duty of care; OHS principles
- Actions may include reporting; rectifying faults; prevention of damage
- Enterprise requirements may be provided orally or in writing

B. EVIDENCE GUIDE
- It is the expectation from the moment of entry to the workplace that people working in this industry will at all levels display positive work characteristics. They will be expected to demonstrate conscientious work behaviours and work as part of a team. At all times, the work behaviour should be responsible, in accordance with safe working practices and promote a professional image for the industry.
- Evidence of employment terms and conditions in workplace or simulated environment
- Documentation may include employee diaries and workplace records covering:
  - achievement of workplace requirements; work practices; faults and abnormalities which have been identified

Key Outcomes
The trainee should be:
- aware of employment conditions
- able to work under enterprise/award employment conditions
RUA 98

<table>
<thead>
<tr>
<th>Industry:</th>
<th>Rural</th>
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</thead>
<tbody>
<tr>
<td>Area of Competency:</td>
<td>Generic: Workplace</td>
</tr>
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</table>

| RUA AGCORE1 A | Meet industry requirements |

| B. EVIDENCE GUIDE (continued) |

**OHS issues that impact upon the performance of this unit**

OHS issues include the application of agricultural occupational health and safety principles and conformity with relevant legislation and codes of practice in each state and territory, including duties and responsibilities of all parties.

- This may include:
  - the maintenance and confidentiality of records of accidents, injuries and diseases; records of hazardous substances being used; special information; induction or training related to activities contained within this unit; health and safety representatives and OHS committees in the larger agricultural enterprises
  - Employee should be aware that risk control should aim to eliminate hazards of any description that may be related to this unit. Otherwise the hierarchy of hazard and risk control in order of most effective to least effective is:
    - change in work practices; use of personal protective clothing and/or equipment
  - The employee should be made aware of the need for identification and corrective action for hazards pertaining to working in the industry which may include:
    - noise; farm chemicals; venomous animals including snakes and insects; farm dust; solar radiation; electricity; operating machinery on slopes; wind strength and direction when applying farm chemicals; welding hazards; fumes from chemicals; machinery in motion; manual handling, silos

**Holistic Outcome**

Employee can work effectively under enterprise/award conditions.

**Underpinning knowledge and skills**

- A basic working knowledge of:
  - codes of practice; industry awards and conditions; employers expectations; sources of information
  - The ability to:
    - communicate; use appropriate numeracy and literacy skills efficiently

| C. ASSESSMENT GUIDE |

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**

Authorised Registered Training Organisation (RTO).

**Special outcomes of assessment for purposes of licensing by a government or other authority**

There are no licensing requirements for this unit.

**Interdependent assessment of units**

This unit can be assessed independently.
C. ASSESSMENT GUIDE (continued)

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Workplace.

Resources required beyond those normally found in a functioning agricultural workplace
In the workplace the employer must have a copy of the relevant award where applicable, an induction program and any other written materials to meet the employer’s obligations under the OHS legislation.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
<th>Collecting, analysing &amp; organising information</th>
<th>Planning &amp; organising activities</th>
<th>Working with teams &amp; others</th>
<th>Using mathematical ideas &amp; techniques</th>
<th>Solving problems</th>
<th>Using technology</th>
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</table>

◊ Communicating - in the workplace using enterprise terminology relating to work conditions
◊ Collecting, analysing and organising information - to ensure safety of self and others
◊ Planning and organising activities - to ensure coordinated work effort
◊ Working with teams and others - to ensure safety of self and others
◊ Using mathematical ideas and techniques - at a level appropriate to work requirements
◊ Solving problems - to ensure smooth operations
◊ Using technology - current to enterprise operations
RUA AGCORE2 A  Follow enterprise occupational health and safety (OHS) procedures

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
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</thead>
<tbody>
<tr>
<td>CORE2.1 Comply with provisions of relevant state OHS legislation</td>
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</tbody>
</table>
| CORE2.1.1 Responsibilities prescribed in OHS legislation for employees are carried out.  
| CORE2.1.2 Safety training is undertaken as directed.  
| CORE2.1.3 Activity is undertaken in such a manner as to ensure that the health and safety of all others on the farm is not put at risk. |
| CORE2.2 Follow farm procedures for hazard identification and risk control |  
| CORE2.2.1 Hazards in the farm workplace are recognised and reported to the appropriate person.  
| CORE2.2.2 Assessment of risk associated with identified hazards is made in accordance with farm procedures.  
| CORE2.2.3 Work for which protective clothing or equipment is required is identified and personal protection equipment is used in accordance with farm procedures.  
| CORE2.2.4 Basic safety checks are undertaken before operation on all machinery, including tractors and implements, farm vehicles and motorcycles and relevant action taken according to farm procedures.  
| CORE2.2.5 Hazards associated with handling of farm chemicals are identified and notified, and risk assessed in accordance with farm procedures.  
| CORE2.2.6 Noise hazards are identified and notified, and risk assessed in accordance with farm procedures.  
| CORE2.2.7 Manual handling job risks are assessed prior to activity and work carried out according to currently recommended safe practice.  
| CORE2.2.8 Hazards associated with handling animals are identified, risk is assessed and work carried out according to current recommended safe practice.  
| CORE2.2.9 All farm procedures and work instructions for controlling risk are followed in line with instructions.  
| CORE2.2.10 Risks to bystanders, particularly children on farms, are recognised and action is taken to reduce risk associated with jobs on farm. |
| CORE2.3 Render appropriate emergency procedures |  
| CORE2.3.1 Farm procedures are followed for dealing with accidents, fires and other emergencies.  
| CORE2.3.2 Location directions are communicated to emergency personnel. |
| CORE2.4 Administer first aid |  
| CORE2.4.1 Basic First Aid principles are used to preserve life and minimise injury prior to arrival of medical help. |
| CORE2.5 Participate in arrangements for maintaining health and safety of all people in the rural workplace |  
| CORE2.5.1 Individuals have input into on-going monitoring and reporting on all aspects of farm safety.  
| CORE2.5.2 Individuals assist in developing effective solutions to control the level of risk associated with farm jobs. |
RUA AGCORE2 A  Follow enterprise occupational health and safety procedures (continued)

A. RANGE OF VARIABLES

- This OHS competency involves application of relevant agricultural occupational health and safety principles and conformity with legislation and codes of practice in each state, including duties and responsibilities of all parties under the general duty of care.
- The following of established procedures will maximise personal safety and the safety of others on farm.
- Responsibilities of employees under OHS legislation and regulations include:
  - to cooperate with the employer/supervisor in any action taken to comply with OHS legislation; to take reasonable care for own health and safety; to accept responsibility for protection of the health and safety of others through avoidance of personal action which puts others at risk. This includes smoking in the workplace, use of substances which modify mood or behaviour, engaging in horseplay, not wilfully interfering with, or misusing anything provided to protect health and safety, not wilfully placing at risk the health or safety of any person in the workplace
- Relevant OHS training of employees includes:
  - OHS induction, specific OHS training, safe tractor operation and maintenance, safe farm motorcycle/ATV operation
- Others may include:
  - safe farm chemical use
- Hazards in the rural workplace include:
  - agricultural plant and machinery operation and maintenance (including chainsaws and powered tools), vehicles including motorcycles, noise, farm chemicals, manual handling, animals, solar radiation, electricity, firearms, waterways
- Rural hazards for which protective clothing or equipment is required includes:
  - noise associated with farm plant, machinery and animals, pesticides, dusts, work in the sun, welding, use of grinders
- Hazardous manual handling tasks include:
  - moving, lifting, carrying of bags, drums, cartons, animals, bales, shovelling, loading materials, pulling pushing, up-ending materials, chipping weeds, picking fruit, vegetables, shearing sheep, goats
- Risks associated with animals include:
  - kicks and crushes associated with stock handling charging, butting, goring by bulls, rams, lifting, moving animals, zoonoses, horse handling, shearing of animals, on farm animal slaughter
- Personal Protective Equipment (PPE) may include:
  - ear protection, eye protection, chemical protection, protective clothing, head gear
- Risks to bystanders, particularly children, include:
  - drowning in farm waterways, runover and injury associated with farm vehicles and machinery, exposure to farm noise, splash and scalding in farm dairies
- Farm workplace procedures will include:
  - hazard policies and procedures, emergency policies and procedures, procedures for use of personal protective clothing and equipment, hazard identification and issue resolution procedures, job procedures and work instructions, reporting procedures, the installation of workplace safety signage
- OHS emergencies on rural workplaces include:
  - electrocution, fire, flood, chemical spills, storms and cyclones, gases in confined spaces, gas leaks, serious injury associated with tractors, machines, animals, vehicles, firearms, grain suffocation,
- It is recommended that First Aid training be undertaken through registered training provider, eg. Red Cross, St. John
### Industry: Rural  
Area of Competency: Generic: Safety

This unit is intended for employees without managerial or supervisory responsibilities

<table>
<thead>
<tr>
<th>RUA AGCORE2 A</th>
<th>Follow enterprise occupational health and safety procedures (continued)</th>
</tr>
</thead>
</table>

### B. EVIDENCE GUIDE

**Key Outcomes**
- Safe completion of work tasks by worker
- The safety of all persons on the farm

**OHS that impact upon the performance of this unit**
- OHS risk management is the basis of this unit.
- OHS legislation, relevant regulations and codes of practice in each state

**Holistic Outcome**
OHS risk is minimised in the operation of a farm workplace.

**Underpinning knowledge and skills**
- A basic working knowledge of significant hazards in the rural workplace is required
- Evidence of a basic understanding of relevant symbols used for rural occupational health and safety is required
- The ability to:
  - readily identify hazards, demonstrate a mature approach to the daily application of safe working practices

### C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**
Authorised Registered Training Organisation (RTO).

**Special outcomes of assessment for purposes of licensing by a government or other authority**
Demonstrated competence in the elements of this unit is essential to ensure compliance with relevant OHS legislation.

**Interdependent assessment of units**
This unit can be assessed independently.

**Qualifications of Assessor**
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

**Measures to ensure consistency in assessment**
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

**Where the unit is assessed**
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

**Resources required beyond those normally found in a functioning agricultural workplace**
There are no additional resources required for assessment of this unit.
This unit is intended for employees without managerial or supervisory responsibilities.

RUA AGCORE2 A  Follow enterprise occupational health and safety procedures (continued)

<table>
<thead>
<tr>
<th>Utilisation of key competencies in the performance of this unit</th>
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</tr>
<tr>
<td>Using technology</td>
<td>1</td>
</tr>
</tbody>
</table>

- **Communicating** - with other workers and supervisors on the property
- **Collecting, analysing and organising information** - on hazards on the farm, and implementing relevant farm procedures
- **Planning and organising activities** - for occupational health and safety procedures
- **Working with teams and others** - to carry out safe working practices
- **Using mathematical ideas and techniques** - to calculate costs, evacuation times, etc.
- **Solving problems** - of accidents or occupational health and safety implementation
- **Using technology** - to communicate and record
<table>
<thead>
<tr>
<th>Industry:</th>
<th>Rural</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area of Competency:</td>
<td>Generic: Safety</td>
</tr>
</tbody>
</table>

**RUA AGCORE3 A Use hazardous substances safely**

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
</table>
| CORE3.1 Handle hazardous substances | CORE3.1.1 Specific hazardous substance is identified from the label and applicable manufacturer’s safety data sheet.  
CORE3.1.2 Selected hazardous substance is handled in safe containers or packages under instruction from the supervisor or manager. |
| CORE3.2 Store hazardous substances | CORE3.2.1 Storage for hazardous substances is checked for compliance with industry standards in line with instructions.  
CORE3.2.2 Regular participation in the conduct of safety audits maximising the individual's awareness of safety issues.  
CORE3.2.3 Required hazardous substances are estimated and industry standard storage conditions established according to instructions. |
| CORE3.3 Transport hazardous substances | CORE3.3.1 Transport mode and procedures are established in consultation with the manager or supervisor as instructed.  
CORE3.3.2 Hazardous substances are loaded or decanted into secure containers or packaging in line with work programs.  
CORE3.3.3 Load is secured or sealed to ensure safety and eliminate spillage according to enterprise policy.  
CORE3.3.4 Transport of hazardous substances is completed in line with established procedures, and movements recorded according to enterprise policy. |
| CORE3.4 Use hazardous substances | CORE3.4.1 Personal protective equipment suited to the task is selected and fitted or worn.  
CORE3.4.2 Selected hazardous substance is removed from storage and used in accordance with the label instructions or workplace requirements.  
CORE3.4.3 Containers and unused hazardous substances are disposed of in accordance with established workplace procedures. |
| CORE3.5 Act in emergency situations with hazardous substances | CORE3.5.1 Emergency incidence is notified to appropriate authorities in the workplace.  
CORE3.5.2 Clear identification of the nature of the emergency is established in consultation with the workplace supervisor.  
CORE3.5.3 Direction is sought from the supervisor or workplace notices to establish the role of the individual in the emergency |

**A. RANGE OF VARIABLES**

- Hazardous substances may include:
  - paints and solvents, welding and LP gases in the workshop, fumigants, fuels and oils, pesticides, weedicides, baits, anhydrous gases, coolants and refrigerants, systemics, animal medicines and treatments, human medicines and treatments, alkaline and caustic substances, acids, detergents & wetting agents, detergent “bombs”
- Handling and using hazardous substances may include:
  - spraying, use of application equipment, decanting liquids, refuelling, transport and cartage, use of industrial gases
- Suitable or industry standard storage conditions may include:
  - security systems, elevated storage, fans and ventilation, drainage systems, separation of incompatible materials, warning signage as required, workplace notices
RUA 98

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<td>Generic: Safety</td>
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RUA AGCORE3 A Use hazardous substances safely (continued)

### A. RANGE OF VARIABLES (continued)

- Enterprise policy may include:
  - protocols for record keeping, provision of personal protective equipment, instructions to personnel, record of governing legislation
- Disposal of containers or quantities of left over hazardous substances will be carried out in line with workplace procedures developed from:
  - State or local government regulation relating to hazardous substances, Manufacturers label directions,
  - Farmcare recommendations, Australian Veterinary and Chemical Association (AVCA) recommendations
- Emergency situations may include:
  - split fuels or other substances, use of incorrect substances, fire, contact with skin or eyes, leaking or damaged containers, explosion, mixing of incompatible materials, contamination of feed or water supplies, container disposal problems

### B. EVIDENCE GUIDE

#### Key Outcomes

- Hazardous substances are handled in line with instructions and industry standards for safety in the workplace
- Hazardous substances are stored in line with established industry standards
- Transport of hazardous substances and procedures adopted reflect industry best practice
- Hazardous substances are used as required to complete workplace routines
- Reaction to emergencies is programmed and safety optimised.

#### OHS issues that impact upon the performance of this unit

- Relevant OHS hazards identification, risk assessment and risk control measures. These include:
  - safe system and procedures for handling, transportation and storage of hazardous substances
  - safe manual handling systems and procedures
  - selection, use and maintenance of relevant personal protective clothing and equipment
  - safe operation and maintenance of farm machinery and equipment
- OHS legislation, relevant regulations and codes of practice in each state, including:
  - Occupational Health and Safety Act of the state
  - Regulations and/or Codes of practice pertaining to Hazardous Substances
  - Regulations and/or Codes of Practice pertaining to Plant
  - Regulations and/or Codes of Practice pertaining to S7 Chemicals

#### Holistic Outcome

Hazardous substances are safely and competently used in the rural workplace.

#### Underpinning knowledge and skills

- A background working knowledge of:
  - hazardous substances that occur in the rural workplace relevant to the industry sector
  - drills and protocols dealing with hazardous substance issues
  - who to contact and who to report to in the workplace about hazardous substance matters
  - rural mathematics and the basis of rural calculations
- The ability to:
  - read and interpret written instructions and hazardous substance labelling
  - communicate with other workplace personnel
  - understand and act on verbal instructions
  - manually or electronically record details of hazardous substance usage or emergency incidence
  - critically observe and accurately report on safety hazards in the workplace
  - adopt safe work strategies as an integral part of workplace routines
C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed 'Assessment Guidelines' for the Qualifications in Agriculture.

Authority managing and conducting assessments and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
The use of hazardous substances may require licensing from State Health or other regulatory authorities.

Interdependent assessment of units
This unit can be assessed independently

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainers’ Guide for the unit.

Where this unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation, which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
<th>Collecting, analysing &amp; organising information</th>
<th>Planning &amp; organising activities</th>
<th>Working with teams &amp; others</th>
<th>Using mathematical ideas &amp; techniques</th>
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◊ Communicating – with other workplace personnel
◊ Collecting, analysing and organising information – on usage requirements and detail
◊ Planning and organising activities – to safely use hazardous substances
◊ Working with teams and others - to ensure the safe usage of hazardous substances
◊ Using mathematical ideas and techniques – to calculate volumes and dilutions
◊ Solving problems – of spillage and safety hazards
◊ Using technology – to record usage and communicate with other network personnel
<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE4.1 Gather, record and convey data</td>
<td>CORE4.1.1 Required data sources are identified and accessed. Data is organised in accordance with enterprise requirements.</td>
</tr>
<tr>
<td>CORE4.2 Gather, record and provide information in response to workplace requirements</td>
<td>CORE4.2.1 Sources of required information are identified and appropriate contact established. CORE4.2.2 Personal interaction is courteous and inquiries carried out clearly and concisely. CORE4.2.3 Defined workplace procedures for the location and storage of information are utilised. CORE4.2.4 Information is recorded in a complete, accurate and legible manner.</td>
</tr>
<tr>
<td>CORE4.3 Participate in work groups or teams</td>
<td>CORE4.3.1 Interaction with workgroups is completed in line with enterprise requirements. CORE4.3.2 Group decisions are read or interpreted and understanding demonstrated through their implementation.</td>
</tr>
<tr>
<td>CORE4.4 Participate in workplace meetings</td>
<td>CORE4.4.1 Meeting inputs are consistent with the meeting purpose and established protocols. CORE4.4.2 Meeting outcomes are understood and implemented.</td>
</tr>
<tr>
<td>CORE4.5 Interact with others in the workplace</td>
<td>CORE4.5.1 Interaction with others in the workplace is completed in line with enterprise requirements. CORE4.5.2 Contact is initiated when appropriate and interaction is consistent with the needs of the enterprise. CORE4.5.3 The requirements of individuals external to the enterprise are clarified and facilitated as required. CORE4.5.4 Information is conveyed in a clear manner in line with the situation requirements. CORE4.5.5 Industry standards for courtesy and protocol are observed in all workplace interaction. CORE4.5.6 Personal presentation is in line with individual workplace requirements.</td>
</tr>
<tr>
<td>CORE4.6 Communicate with the industry network</td>
<td>CORE4.6.1 Regular and positive communication is facilitated with the total range of industry participants. CORE4.6.2 Progressive reports are regularly provided to the property owner or manager. CORE4.6.3 Regular participation in staff meetings ensures that well developed lines of communication are established and maintained</td>
</tr>
</tbody>
</table>

A. RANGE OF VARIABLES

- Data storage may include manual or computer based filing systems
- Types of data may include:
  - rainfall, messages, enterprise specific data, industry network details
- Enterprise requirements for data organisation may include:
  - clear and concise organisation, defined procedures for storage, accurate and legible recording
- Participation in work teams should include actions which are:
  - supportive and efficient, effective and courteous, demonstrate initiative
- Interaction with others should at all times be:
  - efficient, effective, responsive, courteous and supportive, utilise correct forms of greeting, utilise identification and address as required, present the enterprise in a positive way
## Industry:  Rural  
Area of Competency :  Generic: Workplace

### RUA AGCORE4 A  Communicate in the workplace (continued)

#### A. RANGE OF VARIABLES (continued)

- Compliance with meeting protocols may include:
  - observing meeting convention, compliance with meeting decisions, obeying meeting instructions
- Industry standards for workplace interaction may specify:
  - courtesy requirements, discretion, confidentiality, structured follow-up procedures
- Personal presentation standards in the workplace may include:
  - dress requirements for personal safety in the working environment, the wearing or use of personal protective equipment, personal and workplace hygiene and personal presentation for safety, eg the need to cover long hair or jewellery
- Other contacts of the enterprise may include:
  - suppliers, industry bodies, local government, regulatory bodies, trade personnel, training personnel, contractors, advisers
- Communication may be carried out through:
  - face to face communication, telephones, written means, computers, e-mail, facsimile, 2-way radio, mobile phones, attendance at industry forums, paging systems, answering machines
- Specified data is collected and collated as required
- Workplace information is accessed from the range of identified contacts and recorded in the enterprise record.
- Communication is facilitated through interaction with workplace teams
- Active participation in workplace meetings and activities reinforces the individual’s involvement in the communication process.
- Sound communication strategies are adopted to communicate with other workplace personnel.
- Communication with the industry network provides linkages with the total range of information sources.

#### B. EVIDENCE GUIDE

**Key Outcomes**

- Specified data is collected and collated as required
- Workplace information is accessed from the range of identified contacts and recorded in the enterprise record.
- Communication is facilitated through interaction with workplace teams
- Active participation in workplace meetings and activities reinforces the individual’s involvement in the communication process.
- Sound communication strategies are adopted to communicate with other workplace personnel.
- Communication with the industry network provides linkages with the total range of information sources

**OHS issues that impact upon the performance of this unit**

Communication skills relate to relevant OHS hazards identification, risk assessment and risk control measures. Requirements include:

- effective communication regarding OHS in the workplace
- effective communication of roles and responsibilities from management with regard to OHS issues and the induction of new workers
- communication and participation in matters relating to OHS training
- communication with other industry participants regarding OHS codes and regulations, and best OHS practice for the industry
- communication with OHS professionals or instructors
- communication systems for effective emergency response

**Holistic Outcome**

Communication in and from the workplace is maximised.
Industry: Rural
Area of Competency: Generic: Workplace

RUA AGCORE4 A  Communicate in the workplace (continued)

B EVIDENCE GUIDE (continued)

Underpinning knowledge and skills
- A basic working knowledge of:
  - the industry networks, effective communication, different modes of communication, written communication, effective communication in a work team
- The ability to:
  - gather record and convey data
  - gather, record and provide information in response to workplace requirements
  - participate effectively in work groups or teams
  - actively participate in workplace meetings
  - interact with others in the workplace

C ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessments and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no mandatory licensing requirements for this unit.

Interdependent assessment of units
This unit can be assessed independently

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainers’ Guide for the unit.

Where this unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
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<tr>
<th>Communicating ideas &amp; information</th>
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</tbody>
</table>

◊ Communicating – with other workplace personnel and the industry network
◊ Collecting, analysing and organising information – required in the workplace
◊ Planning and organising activities – of workplace teams
◊ Working with teams and others - to maximise communication between all personnel
◊ Using mathematical ideas and techniques – to calculate and record workplace information
◊ Solving problems – of emergencies or communication breakdown
◊ Using technology – to communicate and calculate
RUA AGCORES A Act to minimise emergencies and respond to a variety of situations

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>CORE5.1 Act to minimise emergency situations</td>
<td>CORE5.1.1 Appropriate actions are taken to maximise safety and minimise health hazards in the workshop and on site.</td>
</tr>
<tr>
<td></td>
<td>CORE5.1.2 Machinery handling and actions minimises risks to all personnel.</td>
</tr>
<tr>
<td></td>
<td>CORE5.1.3 Regular checks of environs are carried out to minimise potential hazards.</td>
</tr>
<tr>
<td>CORE5.2 Act as instructed in emergencies</td>
<td>CORE5.2.1 Contingency plans are activated for emergencies in compliance with the relevant legislation.</td>
</tr>
<tr>
<td></td>
<td>CORE5.2.2 Emergency procedures are carried out as required by established workplace policy.</td>
</tr>
<tr>
<td>CORE5.3 Implement fire prevention and control on site and in the workshop</td>
<td>CORE5.3.1 Fire hazards are minimised as specified in workshop and fuelling procedures.</td>
</tr>
<tr>
<td></td>
<td>CORE5.3.2 Appropriate fire extinguishers and fire fighting plant are used in fire situations and appropriate authority notified according to laid-down procedures.</td>
</tr>
<tr>
<td></td>
<td>CORE5.3.3 Evacuation procedures are implemented as instructed according to workplace policy.</td>
</tr>
<tr>
<td>CORE5.4 Deal with gas emergencies</td>
<td>CORE5.4.1 An acquired knowledge of the properties of industrial gases is demonstrated in the conduct of daily routines.</td>
</tr>
<tr>
<td></td>
<td>CORE5.4.2 Specific safety procedures for the handling and use of industrial gases are carried out in line with standard industry practice.</td>
</tr>
</tbody>
</table>

A. RANGE OF VARIABLES

- The Performance Criteria 5.4.1 and 5.4.2 for persons in the Cotton Production industry and other industries using anhydrous ammonia are to be specifically related to anhydrous ammonia.
- Emergency situations that impact upon the operation are:
  - fire, fuel spillage, anhydrous ammonia emergencies, chemical spillage
- Emergency situations can also arise due to a range of trauma situations, eg:
  - road accidents, snake bite or poisonings, respiratory or cardiac arrest, electrocution
- Emergency workplace procedures may include:
  - dressing wounds, bandaging, resuscitation, directing emergency crews
- Industrial gases may include:
  - compressed and liquefied fuel gases, oxygen, acetylene, nitrogen, anhydrous ammonia, carbon dioxide

B. EVIDENCE GUIDE

Key Outcome
A basic working knowledge of safety standards and their application in the operation and maintenance of vehicles and equipment is vital in preventing accidents either on site or in the workshop.

OHS that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- Regular conduct of safety audits
- Fitting of safety apparel to personnel
- Fitting of guards to machinery

Holistic Outcome
Incidence of emergencies minimised and actual occurrences quickly and efficiently dealt with.

Underpinning knowledge and skills
- A basic working knowledge of:
  - the provisions of relevant state OH&S legislation
  - the use of safe working practices in avoiding dangerous situations in the work environment
  - A basic working knowledge of emergency network is crucial in this unit
- The ability to:
  - respond positively to emergencies in line with practised actions.
Industry: Rural
Area of Competency: Generic: Safety

<table>
<thead>
<tr>
<th>RUA AGCORES A</th>
<th>Act to minimise emergencies and respond to a variety of situations (cont)</th>
</tr>
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<tbody>
<tr>
<td><strong>C. ASSESSMENT GUIDE</strong></td>
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<td>Authorised Registered Training Organisation (RTO).</td>
</tr>
<tr>
<td><strong>Special outcomes of assessment for purposes of licensing by a government or other authority</strong></td>
<td>Varying state legislation for Occupational Health and Safety may prescribe additional requirements in this area.</td>
</tr>
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<td><strong>Interdependent assessment of units</strong></td>
<td>This unit can be assessed independently.</td>
</tr>
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<td><strong>Qualifications of Assessor</strong></td>
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<td><strong>Where the unit is assessed</strong></td>
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</tr>
<tr>
<td><strong>Resources required beyond those normally found in a functioning agricultural workplace</strong></td>
<td>Additional resources may be required beyond those normally prescribed by relevant OH&amp;S legislation to overcome specific site or workplace hazards.</td>
</tr>
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</table>

**Utilisation of key competencies in the performance of this unit**
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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- Communicating - plant operators, landholders and regulatory staff
- Collecting, analysing and organising information and accurately reporting to appropriate authorities
- Planning and organising activities - in line with laid down practice procedures
- Working with teams and others - to minimise the incidence of emergencies
- Using mathematical ideas and techniques - to calculate pulse rates
- Solving problems - establishing solutions to preserve life or counteract emergencies
- Using technology - in particular a respect of telecommunications equipment
RUA 98

Industry:  Rural
Area of Competency:  Generic: Workplace

<table>
<thead>
<tr>
<th>RUA AGCORE6 A</th>
<th>Plan daily work routines</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Element of Competency</strong></td>
<td><strong>Performance Criteria</strong></td>
</tr>
<tr>
<td>CORE6.1 Interpret work schedules</td>
<td>CORE6.1.1 Interpretation is consistent with the schedule and tasks defined.</td>
</tr>
<tr>
<td></td>
<td>CORE6.1.2 A number of work activities are integrated.</td>
</tr>
<tr>
<td></td>
<td>CORE6.1.3 Priorities are established consistent with workplace requirements.</td>
</tr>
<tr>
<td>CORE6.2 Organise materials and equipment</td>
<td>CORE6.2.1 Availability of materials and equipment is consistent with work schedules and the requirements of the tasks.</td>
</tr>
<tr>
<td>CORE6.3 Respond to problems as they occur</td>
<td>CORE6.3.1 Response takes into account commercial responsibilities and constraints.</td>
</tr>
<tr>
<td></td>
<td>CORE6.3.2 Response maintains a quality outcome, minimises impact on work schedules and reflects accurate knowledge of the products and processes used in the workplace.</td>
</tr>
<tr>
<td></td>
<td>CORE6.3.3 Response is consistent with workplace priorities and requirements.</td>
</tr>
</tbody>
</table>

A. RANGE OF VARIABLES

- It is not necessary at this level to have a comprehensive knowledge of all products and processes used on the enterprise.
- Work activities may include:
  - daily routines, periodic routines, ad hoc activities

B. EVIDENCE GUIDE

**Key Outcome**
Competency in planning daily work routines

**OHS issues that impact upon the performance of this unit**
The rights and responsibilities of employers and employees under the relevant state and workplace OHS legislation

**Holistic Outcome**
Effective and responsive use of time and resources in planning daily work routines

**Underpinning knowledge and skills**
- A basic working knowledge of:
  - products and processes used in the workplace (refer to Range of Variables above)
- The ability to:
  - allocate resources and time
  - account for one’s decisions
  - reconcile conflicting requirements

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**
Authorised Registered Training Organisation (RTO):

**Special outcomes of assessment for purposes of licensing by a government or other authority**
There are no licensing requirements for this unit.
C. ASSESSMENT GUIDE (continued)

Interdependent assessment of units
This unit can be assessed independently.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.” Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
The range of resources required for assessment can be provided either in the workplace or a simulated working environment structured in a training situation.
- Resources may include:
  - normally occurring workplace resources
  - facilities / resources required for simulations or role plays
  - sample work schedules
  - worksheets
  - diary
  - workplace policies, guidelines and checklists
  - relevant OHS legislation and regulations
  - codes of practice
  - personal protective clothing and equipment

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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- Communicating - with supervisor, other farm personnel
- Collecting, analysing and organising information - interpreting work schedules, determining availability of materials and equipment, drawing up daily work routines
- Planning and organising activities - daily work routines
- Working with teams and others - in work teams
- Using mathematical ideas and techniques - scheduling times, estimating quantities of materials required
- Solving problems - prioritising and allocating time for work activities, responding to problems as they occur in daily work routines
- Using technology - to record and communicate
LEVEL

1
### Industry: Rural

**Area of Competency:** Beef Cattle Generic  
**Sector:** Beef Cattle Production

**RUA AG1500BC A**  
Carry out basic beef cattle handling duties.

<table>
<thead>
<tr>
<th>Element of Competency</th>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>1500.1</strong> Identify and select cattle.</td>
<td></td>
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</tbody>
</table>
1500.1.1 Cattle points are identified by recognised industry selection criteria.  
1500.1.2 Identify and select individual animals using recognised industry selection criteria.  
1500.1.3 Behavioural characteristics are identified and catered for. |
| **1500.2** Draft cattle in yards |  
1500.2.1 Yards are prepared for drafting in accordance with operational requirements.  
1500.2.2 Cattle are drafted safely and smoothly into defined groups or areas for handling.  
1500.2.3 Dogs are controlled and directed. |
| **1500.3** Use basic cattle handling equipment. |  
1500.3.1 Equipment is used in accordance with manufacturers instructions, animal welfare codes of practice and to enterprise requirements.  
1500.3.2 Individual animals are caught and restrained using safe livestock handling techniques.  
1500.3.3 Equipment is cleaned and stored before and after use to enterprise requirements  
1500.3.4 Specific treatments are administered in accordance with industry requirements. |
| **1500.4** Complete cattle handling operations. |  
1500.4.1 Gates are prepared for departure of cattle.  
1500.4.2 Cattle residues are destroyed.  
1500.4.3 Surplus health treatments are stored to enterprise standards and legislative requirements.  
1500.4.4 Maintenance to yards is undertaken where appropriate. |

#### A. RANGE OF VARIABLES

- Points of cattle may include:
  - muzzle, poll, back, loin, pin bones, tail head, tassel, shoulder, ribs, hip etc
- Suitable identification may include:
  - colour, breed sex, ear tags/tattoos, anomalies such as horns/poll, wounds, size etc
- Behavioural characteristics may include:
  - dominance, composition of mob, weather effects
- Cattle handling equipment may include:
  - crush/bail or calf cradle, dips, loading ramps, tag applicators, branding equipment, dehorners, drenching equipment, inoculating equipment, leg ropes, nose rings, syringes and needles, feet trimming equipment

#### B. EVIDENCE GUIDE

**Key Outcomes**

- Operators can select, describe and identify specific animals, prepare and safely carry out basic handling procedures and return stock to paddock or other selected site.

**OHS issues that impact upon the performance of this unit**

Relevant OHS hazards identification, risk assessment and risk control measures. These include:

- safe livestock handling systems and procedures, including zoonoses control
- safe systems and procedures for outdoor work, including protection from solar radiation
- safe horse/dog handling
- safe operation of motorcycles
- safe operation of other vehicles
- selection, use and maintenance of relevant personal protective clothing and equipment

**Holistic Outcome**

The animal handling outcomes of the enterprise are maximised.
RUA 98

Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG1500BC A Carry out basic beef cattle handling duties (continued)

B. EVIDENCE GUIDE (continued)

Underpinning knowledge and skills

- A basic working knowledge of the following to the level of AQF level 1:
  - cattle behaviour in yard environments, yards and equipment, cattle handling operations
  - methods of identification of cattle
- The ability to:
  - use yards and equipment for cattle handling, treatment, drafting and sorting treat cattle in yards,
  - restrain cattle for treatment

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications

Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority

There are no licensing requirements for this unit.

Interdependent assessment of units

Units relating to the handling and husbandry of cattle. The use of dogs, motor bikes and other farm vehicles will mean that assessment could also involve units RUA AG2500BC A2 Care of working dogs and RUA AG1100EO A Operate property vehicles.

Qualifications of assessor

Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be the two units “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment”.

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria’.

Measures to ensure consistency in assessment

These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed

Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace

Workplace or suitable simulation representing a range of animals and a range of situations.
### Utilisation of key competencies in the performance of this unit

**Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)**

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
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<th>Planning &amp; organising activities</th>
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</tr>
</tbody>
</table>

◊ Communicating - with other farm personnel
◊ Collecting, analysing and organising information - on cattle handling requirements
◊ Planning and organising activities - of cattle handling
◊ Working with teams and others - to safely and humanely complete husbandry processes.
◊ Using mathematical ideas and techniques - to count and measure.
◊ Solving problems - of mob size or animal health problems observed
◊ Using technology - to communicate.
LEVEL

2
<table>
<thead>
<tr>
<th>Industry: Rural</th>
<th>Area of Competency: Generic: Operations</th>
<th>Sector: Beef Cattle Production</th>
</tr>
</thead>
</table>

**RUA AG1100EO A  Operate equipment**

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>1100.1 Operate trailed and mounted equipment</td>
<td>1100.1.1 Trailing and tractor mounted equipment is selected and attached securely and safely to the vehicle or tractor as instructed.</td>
</tr>
<tr>
<td></td>
<td>1100.1.2 Selected machinery or equipment is calibrated for designated task.</td>
</tr>
<tr>
<td></td>
<td>1100.1.3 Identify hazards to health and safety, assess risk and operation according to enterprise procedures, OHS regulations/codes, operators manual to reduce risk.</td>
</tr>
<tr>
<td></td>
<td>1100.1.4 Damage, wear or malfunctions are corrected and/or reported to operational requirements.</td>
</tr>
<tr>
<td></td>
<td>1100.1.5 Ensure all safety guards are in place and in good condition, especially PTO stubs and shafts.</td>
</tr>
<tr>
<td></td>
<td>1100.1.6 Equipment is cleaned and stored after use to operational requirements.</td>
</tr>
<tr>
<td>1100.2 Operate stationary equipment</td>
<td>1100.2.1 Pre-start checks of engines and motors are completed to operational requirements.</td>
</tr>
<tr>
<td></td>
<td>1100.2.2 Attached powered equipment is checked for condition and designed operation prior to starting.</td>
</tr>
<tr>
<td></td>
<td>1100.2.3 Damage, wear, faults or malfunctions are corrected and/or reported to operational requirements.</td>
</tr>
<tr>
<td></td>
<td>1100.2.4 Identify hazards to health and safety, assess risk and operate according to enterprise procedures, OHS regulations/codes, operators manual to reduce risk.</td>
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<td>1100.2.5 Ensure all safety guards are in place and in good condition, especially PTO stubs and shafts.</td>
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<td></td>
<td>1100.2.6 Equipment is cleaned and stored after use to operational requirements.</td>
</tr>
<tr>
<td></td>
<td>1100.2.7 Equipment use is recorded to operational requirements.</td>
</tr>
<tr>
<td>1100.3 Operate independently powered tools</td>
<td>1100.3.1 Pre-start checks of power tools completed in line with manufacturers recommendations.</td>
</tr>
<tr>
<td></td>
<td>1100.3.2 Manufacturer and workplace safety requirements are followed.</td>
</tr>
<tr>
<td></td>
<td>1100.3.3 Unsafe or faulty tools identified and segregated for repair or replacement.</td>
</tr>
<tr>
<td></td>
<td>1100.3.4 Identify hazards to health and safety, assess risk and operate according to enterprise procedures, OHS regulations/codes, operators manual to reduce risk.</td>
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<td>1100.3.5 Ensure all safety guards are in place and in good condition, especially PTO stubs and shafts.</td>
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<tr>
<td></td>
<td>1100.3.6 Tools are prepared to use in line with industry standards and manufacturers recommendations.</td>
</tr>
<tr>
<td></td>
<td>1100.3.7 Tools and equipment are operated safely and efficiently to workplace requirements.</td>
</tr>
<tr>
<td></td>
<td>1100.3.8 Tools are cleaned and stored after use as specified.</td>
</tr>
</tbody>
</table>
A. RANGE OF VARIABLES

- Trailed or mounted equipment may be mounted on:
  property vehicles, motorbikes, trailers, tractors or other prime movers
- Trailing equipment may include:
  a range of trailers, livestock feed equipment, fertiliser spreaders, portable silos, field bins, augers, fuel tanks
- Equipment may include:
  Forklifts, hydraulic equipment, hydroplats, chainsaws, stationary engines, pumps, irrigation equipment,
  excavators, spraying equipment, hedging machines, solar and wind powered equipment, cherry pickers,
  scissor lifts
- Preparation of independently powered tools may include:
  Sharpening, priming pumps, clearing filters, general cleaning
- Some equipment may require additional licensing
- Operating conditions may include on- and off- road conditions which may be smooth, rough, uneven,
  slippery, boggy, steep or hilly.
- Tyre pressures are maintained at levels appropriate to operating conditions.
- Operating methods may include those for turbocharged engines.
- All storage, maintenance and operation must conform to relevant Occupational Health & Safety legislation.
- Records may be paper based or use electronic data processing devices.
- Hazards to health and safety include:
  mechanical hazards of exposed moving parts, noise, fumes, electricity, ergonomic hazards associated with
  posture and vibration, OHS Regulations and Codes include those relating to Plant

B. EVIDENCE GUIDE

Key Outcomes
- Competency is to be assessed in the critical aspects of:
  tractor and vehicle operations on the farm and appropriate vehicles on public roads in a range of conditions
  identifying operational faults
  rectifying minor faults
  attachment of equipment to vehicles and tractors
  record and reporting
  pre-start checks
  cleaning and storage of vehicles and equipment
- Operators need to demonstrate the ability not only to operate and maintain equipment but also to be
  resourceful. This may include the identification and adaption of any available materials as well as welding
  and using other trade skills to fabricate unavailable parts or simply to keep equipment operating.

OHS that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe operation and maintenance of farm machinery and equipment
- selection, use and maintenance of relevant personal protective clothing and equipment

Holistic Outcomes
Safe and efficient usage of farm equipment with minimal disturbance to the environment.
Industry: Rural
Area of Competency: Generic: Operations
Sector: Beef Cattle Production

| RUA AG1100EO A | Operate equipment (continued) |

**B. EVIDENCE GUIDE (continued)**

**Underpinning knowledge and skills**
- A basic working knowledge of:
  - road traffic laws
  - OH&S procedures for various equipment
  - enterprise procedures for various equipment
  - relevant OH&S requirements for storage of materials and equipment
- The ability to:
  - obtain required licences and permits
  - drive vehicles in a range of conditions
  - demonstrate emergency procedures in the operation of vehicles and equipment

**C. ASSESSMENT GUIDE**

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**
Authorised Registered Training Organisation (RTO).

**Special outcomes of assessment for purposes of licensing by a government or other authority**
Some licensing may be required in order to legally operate lifting equipment.

**Interdependent assessment of units**
Unit assessment could be in conjunction with RUA AG2102EO A  Operate tractors.

**Qualifications of Assessor**
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: "Conduct Assessment in Accordance with an Established Assessment Procedure" and "Plan and Review Assessment."

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria."
Industry: Rural  
Area of Competency: Generic: Operations  
Sector: Beef Cattle Production

<table>
<thead>
<tr>
<th>RUA AG1100EO A</th>
<th>Operate equipment (continued)</th>
</tr>
</thead>
</table>

**C. ASSESSMENT GUIDE (continued)**

**Measures to ensure consistency in assessment**
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

**Where the unit is assessed**
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

**Resources required beyond those normally found in a functioning agricultural workplace**
The large range of industry sectors implicated in this unit also implicates a diverse range of equipment. Resources will generally be those that relate to the specific site or property.

**Utilisation of key competencies in the performance of this unit**
Level of utilisation of Key Competencies (1 perform; 2 administration; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
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</tbody>
</table>

◊ Communicating - with the property network  
◊ Collecting, analysing and organising information - on equipment usage and requirements  
◊ Planning and organising activities - for property operations  
◊ Working with teams and others - to complete specified works  
◊ Using mathematical ideas and techniques - to calculate volumes, weights and consumptions  
◊ Solving problems - of equipment breakdown and equipment matching  
◊ Using technology - in communication, performance monitoring, etc.
Industry: Rural
Area of Competency: Generic: Maintenance
Sector: Beef Cattle Production

RUA AG1130EM A Perform routine maintenance

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>1130.1 Maintain an efficient workshop and workplace</td>
<td>1130.1.1 Workshop and workplace are cleaned and tidied after use.</td>
</tr>
<tr>
<td></td>
<td>1130.1.2 Records of tools, spares and equipment use are kept, according to enterprise requirements.</td>
</tr>
<tr>
<td>1130.2 Use hand and power tools</td>
<td>1130.2.1 Tools and equipment are used to manufacturer’ or enterprise specifications.</td>
</tr>
<tr>
<td></td>
<td>1130.2.2 Manufacturers and enterprise safety requirements are followed.</td>
</tr>
<tr>
<td></td>
<td>1130.2.3 Unsafe or faulty tools are identified and segregated for repair or replacements.</td>
</tr>
<tr>
<td>1130.3 Maintain machinery and equipment</td>
<td>1130.3.1 Equipment is maintained to enterprise requirements and to manufacturers instructions.</td>
</tr>
<tr>
<td></td>
<td>1130.3.2 Faults or breakdowns rectified, according to enterprise requirements and to manufacturers instructions.</td>
</tr>
<tr>
<td></td>
<td>1130.3.3 Records of maintenance and breakdowns are kept to enterprise requirements.</td>
</tr>
<tr>
<td>1130.4 Maintain structures and surroundings</td>
<td>1130.4.1 Structures are repaired to enterprise standards.</td>
</tr>
<tr>
<td></td>
<td>1130.4.2 Surroundings are maintained, according to enterprise requirements.</td>
</tr>
<tr>
<td></td>
<td>1130.4.3 Structural damage and deterioration reported to enterprise requirements.</td>
</tr>
<tr>
<td>1130.5 Store equipment</td>
<td>1130.5.1 Equipment is stored to manufacturers and enterprise requirements.</td>
</tr>
<tr>
<td></td>
<td>1130.5.2 Equipment is cleaned to enterprise requirements.</td>
</tr>
<tr>
<td></td>
<td>1130.5.3 Equipment is operated during storage to manufacturers and enterprise requirements.</td>
</tr>
</tbody>
</table>

A. RANGE OF VARIABLES

- Hand and power tool use may be in workshop or on-site environments.
- Maintenance processes do not include major overhauls.
- Routine maintenance may include assisting in the erection of simple property structures.
- Structures may include:
  - buildings, water supply systems, roads, tracks, soil conservation works, drainage systems, yards, stock handling structures, fences, silage pits, fodder storages, grain storages and fixed grain, elevating equipment
- Safety around fuel and chemical storages is maintained
Industry: Rural
Area of Competency: Generic: Maintenance
Sector: Beef Cattle Production

RUA AG1130EM A Perform routine maintenance (continued)

B. EVIDENCE GUIDE

Key Outcomes
- Safe use of hand and power tools
- Condition of workshop
- Routine maintenance of equipment
- Simple repairs to or erection of structures
- Storage of equipment in clean working order
- Evidence may include enterprise maintenance records and reports, inspection of completed work and safety record.
- An awareness of daily work routines including the need to keenly observe and report the need for maintenance and repair

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe manual handling systems and procedures
- safe operation and maintenance of machinery and equipment, including hydraulics
- selection, use and maintenance of relevant personal protective clothing

Holistic Outcome
Routine maintenance is carried out safely and efficiently to enterprise requirements.

Underpinning knowledge and skills
- A basic working knowledge of:
  - reporting and recording requirements
- The ability to:
  - interpret maps, plans, site drawings and simple technical drawings
  - weld simple fabrications
  - construct simple assemblies
  - observe and report on the condition of structures and equipment

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
The completion of unit RUA AG4131EM A Maintain Farm Improvements could be assessed with this unit. A number of other Rural Generic Units, in particular RUA AG1100EO A Operate Equipment, as well as an adherence to the full range of issues of Occupational Health & Safety could also be assessed in conjunction with this unit.
C. ASSESSMENT GUIDE (continued)

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
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<th>Communicating ideas &amp; information</th>
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</tr>
</tbody>
</table>

◊ Communicating - with farm staff and service personnel
◊ Collecting, analysing and organising information - on machinery use and service requirements
◊ Planning and organising activities - for routine maintenance
◊ Working with others and in teams - to safely complete workshop and field activities
◊ Using mathematical ideas and techniques - to calculate usage and volumes
◊ Solving problems - of machinery breakdown
◊ Using technology - to test and calculate
### Maintain supplies of chemical and biological agents

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
</table>
| 2005.1 Transport chemicals and biological agents | 2005.1.1 Transportation methods prevent damage to or deterioration of containers or their contents and prevent leakage or spillage of chemicals.  
2005.1.2 Transportation methods do not allow containers in proximity to people, human or stock food.  
2005.1.3 Safe working practices are employed according to enterprise policy and regulation and legislation relevant to the situation are observed. |
| 2005.2 Store chemicals and biological agents within the workplace | 2005.2.1 Storage methods are consistent with relevant regulations and legislation.  
2005.2.2 Safe working practices are employed according to enterprise policy and regulations and legislation relevant to the situation are observed.  
2005.2.3 Store chemicals and biological agents according to label and instructions.  
2005.2.4 Storage area and facilities are maintained to statutory or enterprise requirements. |
| 2005.3 Record chemical purchase details | 2005.3.1 Records of purchases and storage manifests kept and are consistent with relevant regulations and legislation |

### A. RANGE OF VARIABLES

- Types of chemicals may include:
  - insecticides, herbicides, fungicides, nematicides, anthelmintics, vaccines, bactericides,  
    rodenticides, algacides, growth regulators, growth promotants, bio-agents, adjuvants

- Types of transport methods:
  - single compartment vehicles, eg. chemicals are not loaded in the passenger or driver compartment and should be secure from theft.
  - Storage of some biological agents may require refrigerated storage or protection from light.
  - Relevant enterprise OHS policy includes:
    - reporting hazard, risk assessment and/or control measures to supervisor/manager
  - Regulations and legislation relevant to the situation includes:
    - Occupational Health and Safety Act of the state, Regulations and/or Codes or Practice pertaining to Hazardous Substances
B. EVIDENCE GUIDE

Key Outcomes
Competency should be judged against all performance criteria, using the following as a guide to evidence:
• actual performance
• work reports and interviews

OHS that impact upon the performance of this unit
• Relevant OHS hazards identification, risk management and risk control measures. These include:
  - safe systems and procedures for handling, transportation and storage of farm chemicals
  - selection, use and maintenance of relevant personal protective clothing and equipment
• OHS legislation, relevant regulations and Codes of Practice in each state

Quality Assurance
The competencies in this unit may be a requirement for national or state rural quality assurance programs such as Cattlecare or Cropcare.
Maintain supplies of chemical and biological agents (continued)

B. EVIDENCE GUIDE (continued)

Holistic Outcome
A person competent in this unit must demonstrate the ability to transport, store and maintain records of chemical details.

Underpinning knowledge and skills
- A knowledge of:
  - the use of chemicals and biological agents, specifically:
  - the requirements and responsibilities in relation to relevant state legislation relating to the transport, use, storage and disposal of agricultural and/or veterinary chemicals (including the recognition of the label as a legal document)
  - the responsibilities of the user of agricultural and/or veterinary chemicals, risks of misuse and liabilities flowing from misuse in terms of the relevant Acts of the Commonwealth and of the particular states and territories (including the variation between states), also specific industry requirements.
  - those agricultural, biological agents and/or veterinary chemicals classified as dangerous goods
  - the requirements and responsibilities in relation to relevant state legislation relating to correct signage, security and identification of chemical storage areas
  - the requirements and responsibilities in relation to relevant state legislation relating to correct storage facilities and maintenance procedures
- The ability to:
  - carry out stocktakes and maintain orderly records of chemicals and chemical usage
C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Registered training organisations as authorised by the State Management Boards of Farmcare Australia.

Currency of Farm Chemical User Certification
Five years

Special outcomes of assessment for purposes of licensing by a government or other authority
In some states individuals are able to proceed to an examination for a Commercial Operator’s Licence under the Agricultural Chemicals Distribution Control Act.

Interdependent assessment of units
The Rural Generic units RUA AG2005CH A – RUA AG2012CH A dealing with the safe use of agricultural chemicals are all interdependent of each other

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Assessors for this unit are to be licensed by State Management Boards of Farmcare Australia
RUA 98

Industry: Rural
Area of Competency: Generic: Chemicals
Sector: Beef Cattle Production

RUA AG2005CH A... Maintain supplies of chemicals and biological agents (continued)

C. ASSESSMENT GUIDE (continued)

Qualifications available
Competence in this unit forms part of the State-awarded Farm Chemicals User Course Certificate (Farmcare), or may lead, through further training to qualifying for the AVCA Chemical Resellers Licence.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer's Guide for the unit.

Where this unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functional agricultural workplace
Many of the required resources can be provided in a simulated working environment established in a training situation. Training providers can obtain details of National Resource requirements from Farmcare Australia, as developed by the National Sub-Committee of Farmcare.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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</tr>
</tbody>
</table>

◊ Communicating - with chemical supply companies and transporters
◊ Collecting, analysing and organising information - of chemical purchases and storage manifests
◊ Planning and organising activities - by maintaining an efficient storage area
◊ Working with others and in teams - in organising transport and storage of chemicals
◊ Using mathematical ideas and techniques - in recording quantities of chemicals
◊ Solving problems - of predicted chemical usage and requirements needed
◊ Using technology - computer based recording systems
Industry: Rural  
Area of Competency: Generic: Chemicals  
Sector: Beef Cattle Production

<table>
<thead>
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<tbody>
<tr>
<td>2006.1 Determine chemicals appropriate to the identified problem</td>
<td>2006.1.1 Chemicals determined are consistent with label specifications, with regard to dosage and application rates.</td>
</tr>
</tbody>
</table>
| 2006.2 Determine chemicals which are consistent with user requirements and capabilities | 2006.2.1 Chemicals determined are cost effective and minimise environmental and human impact. Phytotoxicity, compatibility and detrimental impacts to end product are also determined.  
2006.2.2 Hazards of available chemicals to health and safety (toxicity levels) are identified, risk assessed and level of OHS risk is taken into account in selecting chemical for use.  
2006.2.3 Correct formulation is selected.  
2006.2.4 Weather conditions are assessed as suitable for the application of determined chemical.  
2006.2.5 Regulations and legislation relevant to the situation are observed. |
| 2006.3 Implement Integrated Pest Management (IPM) strategies | 2006.3.1 Beneficial organisms are identified when they occur.  
2006.3.2 Pest organisms are identified.  
2006.3.3 Levels of pest infestations tolerated by the markets and the IPM program are determined.  
2006.3.4 Most effective control strategy is determined consistent with the IPM program.  
2006.3.5 Control methods are implemented.  
2006.3.6 Control methods are monitored to minimise side effects to crop or environment.  
2006.3.7 Effectiveness of control methods are monitored to a standard accepted by the markets and quality assurance program.  
2006.3.8 Correct IPM practices are employed as determined by enterprise or local industry standards or code of practice.  
2006.3.9 Control measures comply with relevant legislation and industry standards. |

A. RANGE OF VARIABLES

- Types of formulation may include:  
  - emulsifiable concentrates, gases, baits, pellets, boluses, vaccines, antibiotics, liquid concentrates, powder, granules, suspension concentrates  
- Control methods may include:  
  - chemical, mechanical, biological, cultural, hygiene, genetic, quarantine, husbandry  
- Regulations may include:  
  - industry Codes of Practice, State and Federal Acts, local government by-laws  
- Biological agents may include:  
  - viruses, bacteria, fungi, nematodes, lures, pheromones  
- IPM practices may include:  
  - scouting and monitoring, economic threshold determination, identification of pest and pest life cycles, evaluation of all control options, recognition of beneficial and predatory organisms
B. EVIDENCE GUIDE

Key Outcomes
Competency should be judged against all performance criteria, using the following as a guide to evidence:
- actual performance
- work reports and interviews

OHS that impact upon the performance of this unit
- Relevant OHS hazards identification, risk assessment and risk control measures. These include:
  - safe systems and procedures for handling, transportation and storage of farm chemicals
  - safe manual handling systems and procedures
  - selection, use and maintenance of relevant personal protective clothing and equipment
- OHS legislation, relevant regulations and Codes of Practice in each state

Quality Assurance
The competencies in this unit may be a requirement for national or state rural quality assurance programs such as Cattlecare or Cropcare.

Holistic Outcome
A person competent in this unit must demonstrate the ability to determine chemicals and/or biological agents appropriate to their situation and to implement IPM strategies

Underpinning knowledge and skills
- A knowledge of:
  - location and significance of information provided on a label of an agricultural or a veterinary chemical container
  - the sources of specific information with regard to farm chemicals, including the Material Safety Data Sheet, State DPI publications and “Peskem”
  - the principles of Integrated Pest Management, including understanding of pest threshold levels, incorporating cultural, chemical, mechanical, biological, genetic and quarantine controls
  - the principles of Integrated Health Management, incorporating hygiene, genetic, quarantine, husbandry, chemical and biological controls.
  - Veterinary chemicals and animal husbandry practice in regard to:
    - the relevance of animal health records and industry practice in keeping, updating and using recorded information
    - methods of handling and administering veterinary chemicals to animals
    - knowledge of types of formulation and modes of action
    - withholding periods, legal requirements and implications, and industry practice in establishing control procedures
    - export and/or domestic slaughter intervals as per label directions as they relate to veterinary chemicals and plant protection chemicals applied to pasture
  - The ability to:
    - utilise pest and weed identification keys
    - use industry networks to establish suitable chemicals, biological agents and application rates
    - interpret chemical labels and labelling standards
<table>
<thead>
<tr>
<th>Industry:</th>
<th>Rural</th>
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</thead>
<tbody>
<tr>
<td>Area of Competency:</td>
<td>Generic: Chemicals</td>
</tr>
<tr>
<td>Sector:</td>
<td>Beef Cattle Production</td>
</tr>
</tbody>
</table>

**RUA AG2006CH A** Determine chemicals and biological agents (continued)

### C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**

Registered training organisations as authorised by the State Management Boards of Farmcare Australia

**Currency of Farm Chemical User Certification**

Five years

**Special outcomes of assessment for purposes of licensing by a government or other authority**

In some states individuals are able to proceed to an examination for a Commercial Operator’s Licence under the Agricultural Chemicals Distribution Control Act.

**Interdependent assessment of units**

The completion of units RUA AG2005CH A Maintain Supplies of Chemicals and Biological Agents and RUA AG2007CH A Prepare Chemicals and Biological Agents should be assessed in conjunction with this unit.

**Qualifications of Assessor**

Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Assessors for this unit are to be licensed by State Management Boards of Farmcare Australia

**Qualifications available**

Competence in this unit forms part of the State-awarded Farm Chemicals User Course Certificate (Farmcare), or may lead, through further training to qualifying for the AVCA Chemical Resellers Licence.

**Measures to ensure consistency in assessment**

These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

**Where this unit is assessed**

Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

**Resources required beyond those normally found in a functional agricultural workplace**

Many of the required resources can be provided in a simulated working environment established in a training situation. Training providers can obtain details of National Resource requirements from Farmcare Australia, as developed by the National Sub-Committee of Farmcare.
Industry: Rural
Area of Competency: Generic: Chemicals
Sector: Beef Cattle Production

RUA AG2006CH A Determine chemicals and biological agents (continued)

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
<thead>
<tr>
<th>Communicating</th>
<th>Collecting, analysing &amp; organising information</th>
<th>Planning &amp; organising activities</th>
<th>Working with others and in teams</th>
<th>Using mathematical ideas &amp; techniques</th>
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</tbody>
</table>

◊ Communicating - with chemical supply companies and consultants
◊ Collecting, analysing and organising information - from chemical labels and material safety data sheets
◊ Planning and organising activities - including control methods and monitoring procedures
◊ Working with others and in teams - at the workplace by determining control practices
◊ Using mathematical ideas and techniques - in calculating dosage and application rates
◊ Solving problems - associated with control methods and assessment of weather conditions
◊ Using technology - computer recording systems
RUA AG2007CH A Prepare chemicals and biological agents

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>2007.1 Select correct chemical</td>
<td>2007.1.1 Chemical and biological agents selected are as determined or prescribed and are consistent with user requirements</td>
</tr>
<tr>
<td>2007.2 Prepare application requirements</td>
<td>2007.2.1 Mixing procedures comply with label direction, or MSDS instructions, or enterprise policy and/or relevant regulations.</td>
</tr>
<tr>
<td></td>
<td>2007.2.2 Compatibility of products and quality of water is determined.</td>
</tr>
<tr>
<td></td>
<td>2007.2.3 Calculations comply with label directions.</td>
</tr>
<tr>
<td>2007.3 Fill application equipment</td>
<td>2007.3.1 Measurement and decanting of substances complies with label directions and accepted industry or enterprise practice.</td>
</tr>
<tr>
<td></td>
<td>2007.3.2 Tools, equipment and personal protection equipment appropriate to the task are selected and used to industry or enterprise standards.</td>
</tr>
<tr>
<td></td>
<td>2007.3.3 Safe working practices are employed and regulations and legislation relevant to the situation and mixing site are observed.</td>
</tr>
</tbody>
</table>

A. RANGE OF VARIABLES

- Safe working practice may include:
  - identifying hazard levels, handling, mixing and applying chemicals, use and application of protective equipment and clothing, selecting appropriate application conditions, adhering to legal requirements and duty of care, reading and interpreting a chemical list, transport and storage of chemicals, disposal of containers and unwanted chemical
- Application equipment may include:
  - any item designed to deliver a known quantity of chemical and consistent with application methods including aerosol, airshear, hydraulic, centrifugal, wick wiping, dipping, injection, oral, backline, jetting, fogging, electrostatic, soil injection, chemigation.
- Calculations include:
  - determination from the ‘directions of use table’ from the label, and then using this information to calculate quantity of chemical needed to fill vat, apply per ha, dose per animal, dilution rate, volume of spray mixture to be delivered by the equipment
- Tools and equipment may include:
  - assorted hand tools, measuring jugs and cylinders, scales, syphoning equipment
- Personal protective equipment may include:
  - boots, overalls, chemical resistant gloves, aprons, face shields, respirators, hats, self contained breathing apparatus
B. EVIDENCE GUIDE

Key Outcomes
Competency should be judged against all performance criteria, using the following as a guide to evidence:
- actual performance
- equipment is working to requirements and to manufacturers specifications
- work reports and interviews

OHS that impact upon the performance of this unit
- Relevant OHS hazards identification, risk assessment and risk control measures. These include:
  - safe systems and procedures for mixing and application of farm chemicals
  - safe manual handling systems and procedures
  - selection, use and maintenance of relevant personal protective clothing and equipment
- OHS legislation, relevant regulations and Codes of Practice in each state
Industry: Rural  
Area of Competency: Generic: Chemicals  
Sector: Beef Cattle Production

RUA AG2007CH A  Prepare chemicals and biological agents  (continued)

B. EVIDENCE GUIDE (continued)

Quality Assurance
The competencies in this unit may be a requirement for national or state rural quality assurance programs such as Cattlecare or Cropcare.

Holistic Outcome
A person competent in this unit must demonstrate the ability to prepare chemicals and biological agents.

Underpinning knowledge and skills
- A knowledge of:
  - the preparation of chemicals and biological agents, specifically:
  - personal protection equipment and first aid procedures required for the use of agricultural and/or veterinary chemicals
  - safe handling practices to protect the operator apart from protective clothing
  - practices required during farm chemical use to protect the environment, including water ways and irrigation drains
  - paths of entry of poisons into the body and methods of limiting exposure and the relevance of poison schedules as they relate to agricultural and veterinary chemicals
- The ability to:
  - safely and competently mix and handle chemicals and biological agents
  - interpret chemical labels and labelling standards
C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Registered training organisations as authorised by the State Management Boards of Farmcare Australia.

Currency of Farm Chemical User Certification
Five years

Special outcomes of assessment for purposes of licensing by a government or other authority
In some states individuals are able to proceed to an examination for a Commercial Operator’s Licence under the Agricultural Chemicals Distribution Control Act.

Interdependent assessment of units
This unit should be assessed in conjunction with units RUA AG2005CH A Maintain Supplies of Chemicals and Biological Agents and RUA AG2009CH A Apply Chemicals and Biological Agents

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Assessors for this unit are to be licensed by State Management Boards of Farmcare Australia.
Industry: Rural  
Area of Competency: Generic: Chemicals  
Sector: Beef Cattle Production

RUA AG2007CH A Prepare chemicals and biological agents (continued)

C. ASSESSMENT GUIDE (continued)

Qualifications available
Competence in this unit forms part of the State-awarded Farm Chemicals User Course Certificate (Farmcare), or may lead, through further training to qualifying for the AVCA Chemical Resellers Licence.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where this unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functional agricultural workplace
Many of the required resources can be provided in a simulated working environment established in a training situation. Training providers can obtain details of National Resource requirements from Farmcare Australia, as developed by the National Sub-Committee of Farmcare.

<table>
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<tr>
<th>Utilisation of key competencies in the performance of this unit</th>
<th>Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)</th>
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<td>Solving problems</td>
<td>2</td>
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<tr>
<td>Using technology</td>
<td>2</td>
</tr>
</tbody>
</table>

◊ Communicating - with chemical supply companies and consultants and supervisors
◊ Collecting, analysing and organising information - from chemical labels and materials safety data sheets
◊ Planning and organising activities - including control methods and monitoring procedures
◊ Working with others and in teams - at the workplace
◊ Using mathematical ideas and techniques - in calculating dosage and application rates
◊ Solving problems - associated with control methods and assessment of weather conditions
◊ Using technology - spray equipment and personal protective equipment
**RUA AG2008CH A** Maintain chemical equipment

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>2008.1 Check and maintain application equipment for chemical and biological agents</td>
<td>2008.1.1 Application equipment is prepared and adjusted for use appropriate to the situation.</td>
</tr>
<tr>
<td></td>
<td>2008.1.2 Damage, wear or malfunctions of equipment are identified and repaired/replaced or reported to the appropriate person.</td>
</tr>
<tr>
<td></td>
<td>2008.1.3 Pre and post-operational checks/maintenance on applications equipment are carried out according to operators manual.</td>
</tr>
<tr>
<td>2008.2 Check and maintain personal protection equipment</td>
<td>2008.2.1 Personal protective equipment is selected prepared and adjusted for use appropriate to the situation.</td>
</tr>
<tr>
<td></td>
<td>2008.2.2 Damage, wear or malfunctions of personal protective equipment is identified and repaired/replaced or reported to the appropriate person.</td>
</tr>
<tr>
<td></td>
<td>2008.2.3 Pre and post-operative checks/maintenance on personal protective equipment are carried out according to operators manual.</td>
</tr>
</tbody>
</table>

**A. RANGE OF VARIABLES**

- Equipment checks may include:
  - nozzles, hoses, regulators/gauges, respirator cartridges, tractor cabin filters, drench and injection equipment, spray and jetting races, plunge dips and sumps, engines, pumps and filters, protective clothing and equipment
- Personal protective equipment may include:
  - boots, overalls, chemical resistant gloves, aprons, face shields, respirators, hats, self-contained breathing apparatus
B. EVIDENCE GUIDE

Key Outcome
Competency should be judged against all performance criteria, using the following as a guide to evidence:
- actual performance
- equipment is working to requirements and to manufacturers specification
- work reports and interviews

OHS that impact upon the performance of this unit
- Relevant OHS hazards identification, risk assessment and risk control measures. These include:
  - safe systems and procedures for handling, transportation and storage of farm chemicals
  - selection, use and maintenance of relevant personal protective clothing and equipment
  - safe operation and maintenance of farm machinery and equipment
- OHS legislation, relevant regulations and Codes of Practice in each state, including:
  - Occupational Health and Safety Act of the state
  - Regulations and/or Codes of Practice pertaining to Hazardous Substances
  - Regulations and/or Codes of Practice pertaining to Plant

Quality Assurance
The competencies in this unit may be a requirement for national or state rural quality assurance programs such as Cattlecare or Cropcare.

Holistic Outcome
A person competent in this unit must demonstrate the ability to maintain application and personal protective equipment.
B. EVIDENCE GUIDE (continued)

Underpinning knowledge and skills

- A knowledge of:
  - the use of chemicals and biological agents, specifically:
    - personal protection equipment and first aid procedures required for the use of farm chemicals
    - practices required during agricultural and/or veterinary chemical use to protect the environment, including water ways and irrigation drains
    - routes of exposure of poisons into the body and methods of limiting exposure and the relevance of poison schedules as they relate to agricultural and veterinary chemicals
- The ability to:
  - safely complete prescribed equipment maintenance procedures in line with industry and enterprise standards

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications

Registered training organisations as authorised by the State Management Boards of Farmcare Australia.

Currency of Farm Chemical User Certification

Five years

Special outcomes of assessment for purposes of licensing by a government or other authority

In some states individuals are able to proceed to an examination for a Commercial Operator’s Licence under the Agricultural Chemicals Distribution Control Act.

Interdependent assessment of units

The rural generic units RUA AG1130EM A Perform Routine Maintenance and RUA AG2131EM A Repair Plant and Equipment could be assessed in conjunction with this unit.

Qualifications of Assessor

Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Assessors for this unit are to be licensed by State Management Boards of Farmcare Australia

Qualifications available

Competence in this unit forms part of the State-awarded Farm Chemicals User Course Certificate (Farmcare), or may lead, through further training to qualifying for the AVCA Chemical Resellers Licence.

Measures to ensure consistency in assessment

These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.
Industry: Rural
Area of Competency: Generic: Chemicals
Sector: Beef Cattle Production

<table>
<thead>
<tr>
<th>RUA AG2008CH A</th>
<th>Maintain chemical equipment (continued)</th>
</tr>
</thead>
<tbody>
<tr>
<td>C. ASSESSMENT GUIDE (continued)</td>
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</tbody>
</table>

**Where this unit is assessed**
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

**Resources required beyond those normally found in a functional agricultural workplace**
Many of the required resources can be provided in a simulated working environment established in a training situation. Training providers can obtain details of National Resource requirements from Farmcare Australia, as developed by the National Sub-Committee of Farmcare.

**Utilisation of key competencies in the performance of this unit**
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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</tr>
</tbody>
</table>

◊ Communicating - with spray equipment and protective equipment supply companies and consultants
◊ Collecting, analysing and organising information - from operators manual
◊ Planning and organising activities - including service and operation manuals
◊ Working with others and in teams - to complete maintenance programs
◊ Using mathematical ideas and techniques - by calibrating equipment
◊ Solving problems - of malfunction or blocked jets
◊ Using technology - spray equipment and personal protective equipment
### Industry: Rural
### Area of Competency: Generic: Chemicals
### Sector: Beef Cattle Production

<table>
<thead>
<tr>
<th>RUA AG2009CH A</th>
<th>Apply chemicals and biological agents</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Element of Competency</strong></td>
<td><strong>Performance Criteria</strong></td>
</tr>
</tbody>
</table>
| 2009.1 Select application equipment | 2009.1.1 Application methods/equipment appropriate to the chemicals/biological agents and situation are selected, adjusted and calibrated to industry or enterprise standards.  
2009.1.2 Application methods/equipment comply with label directions, or MSDS instructions, or enterprise policy and/or relevant regulations. |
| 2009.2 Use personal protective equipment | 2009.2.1 Tools, equipment and personal protection equipment appropriate to the task are selected, and used as determined by label directions, material safety data sheet and industry or enterprise standards. |
| 2009.3 Use application equipment | 2009.3.1 Potential and existing hazards are identified and minimised safely in a manner consistent with accepted industry practices and/or reported to supervisor or an appropriate authority.  
2009.3.2 The workplace is maintained to an accepted industry standard and appropriate steps to ensure public safety are selected and used.  
2009.3.3 Safe working practices determined by industry or enterprise are employed and regulations and legislation relevant to the situation are observed.  
2009.3.4 Application equipment is used to accurately and effectively apply the required dose to the target.  
2009.3.5 Application details are recorded in accordance with enterprise policy, legislative requirements and industry practice.  
2009.3.6 Weather conditions are assessed as suitable for the application of selected chemical.  
2009.3.7 Re-entry, withholding, plant back and restocking periods are observed as determined by label directions. |

### A. RANGE OF VARIABLES
- Application methods may include:
  - aerosol, airshear, hydraulic, controlled droplet applicator, wick wiper, dipping, injection, oral, backline, jetting, fogging, electrostatic, soil injection
- The workplace may include any area at which chemical use is carried out.
- Re-entry is defined as the minimum period which must elapse from last day of application until first day that person may enter sprayed area without wearing personal protective equipment.
- Withholding period is defined as the minimum period which must elapse from the last day of application until the first day of either harvest, slaughter or grazing.
- Plant back is defined as the period which must elapse from the last day of application until the first day that next crop can be planted in that area.
- Restocking is defined as the minimum period which must elapse from the last day of application until the first day of returning animals to area for grazing.
B. EVIDENCE GUIDE

Key Outcomes
- Competency should be judged against all performance criteria, using the following as a guide to evidence:
  - actual performance
  - equipment is working and operated to requirements and to manufacturers specifications
  - work reports and interviews
- Written and verbal reporting of chemical application and chemical usage is critical in performance of this competency

OHS that impact upon the performance of this unit
- Relevant OHS hazards identification, risk assessment and risk control measures. These include:
  - safe systems and procedures for handling, transportation and storage of farm chemicals
  - safe manual handling systems and procedures
  - selection, use and maintenance of relevant personal protective clothing and equipment
  - safe operation and maintenance of farm machinery and equipment
- OHS legislation, relevant regulations and Codes of Practice in each state, including:
  - Occupational Health and Safety Act of the state
  - Regulations and/or Codes of Practice pertaining to Hazardous Substances
  - Regulations and/or Codes of Practice pertaining to Plant

Quality Assurance
The competencies in this unit may be a requirement for national or state rural quality assurance programs such as Cattlecare or Cropcare.

Holistic Outcome
A person competent in this unit must demonstrate the ability to set up and calibrate equipment and apply chemicals using appropriate equipment

Underpinning knowledge and skills
- A knowledge of:
  - the application of chemicals and biological agents, specifically:
    - personal protection equipment and first aid procedures required for the use of farm chemicals
    - practices required during agricultural and/or veterinary chemical use to protect the environment, including water ways and irrigation drains
    - paths of entry of poisons into the body and methods of limiting exposure and the relevance of poison schedules as they relate to agricultural and veterinary chemicals
    - the first aid procedure to carry out in the event of human poisoning by agricultural and/or veterinary chemicals
- The ability to:
  - safely and competently operate the range of application equipment on the property
  - maintain and clean chemical equipment in line with established industry standards
C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**

Registered training organisations as authorised by the State Management Boards of Farmcare Australia.

**Currency of Farm Chemical User Certification**

Five years

**Special outcomes of assessment for purposes of licensing by a government or other authority**

In some states individuals are able to proceed to an examination for a Commercial Operator’s Licence under the Agricultural Chemicals Distribution Control Act.
Industry: Rural
Area of Competency: Generic: Chemicals
Sector: Beef Cattle Production

RUA AG2009CH A Apply chemicals and biological agents (continued)

C. ASSESSMENT GUIDE (continued)

Interdependent assessment of units
This unit should be assessed using unit RUA AG2007CH A Prepare Chemicals and Biological Agents as a base and units RUA AG2010CH A Clean up following application of Chemicals and Biological Agents and RUA AG2012CH A Notify Authorities as an extension of requirements of this unit.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: "Conduct Assessment in Accordance with an Established Assessment Procedure" and "Plan and Review Assessment."

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Assessors for this unit are to be licensed by State Management Boards of Farmcare Australia

Qualifications available
Competence in this unit forms part of the State-awarded Farm Chemicals User Course Certificate (Farmcare), or may lead, through further training to qualifying for the AVCA Chemical Resellers Licence.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where this unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functional agricultural workplace
Many of the required resources can be provided in a simulated working environment established in a training situation. Training providers can obtain details of National Resource requirements from Farmcare Australia, as developed by the National Sub-Committee of Farmcare.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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</tr>
</tbody>
</table>

◊ Communicating - with chemical representatives, consultants and supervisors
◊ Collecting, analysing and organising information - from chemical labels and material safety data sheets
◊ Planning and organising activities - of chemical application
◊ Working with others and in teams - by ensuring re-entry and withholding periods are observed
◊ Using mathematical ideas and techniques - in calculating dosage and application rates and calibration of equipment
RUA 98

◊ **Solving problems** - of mixing and applying
◊ **Using technology** - spray equipment, computer based recording systems
### Industry:
Rural

### Area of Competency:
Generic: Chemicals

### Sector:
Beef Cattle Production

#### RUA AG2010CH A  Clean up following application of chemicals and biological agents

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
</table>
| 2010.1 Empty and clean equipment and containers according to label directions | 2010.1.1 Tools, equipment and clean up methods appropriate to chemicals/biological agents are selected and used.  
2010.1.2 Methods are consistent with label directions.  
2010.1.3 Disposal of containers and unused chemicals/biological agents are consistent with health, safety and environmental legislation, label directions and/or regulations. |
| 2010.2 Use personal protective equipment | 2010.2.1 Personal protection equipment appropriate to the task are selected, calibrated and used as determined by label directions, material safety data sheet or industry or enterprise standards.  
2010.2.2 Safe working practices are employed and regulations and legislation relevant to the situation are observed. |

#### A. RANGE OF VARIABLES
- Safe working practices may include:
  - identifying hazard levels, handling, mixing and applying chemicals, use and application of protective equipment and clothing, selecting appropriate application conditions, adhering to legal requirements and duty of care, reading and interpreting a chemical label, transport and storage of chemicals, disposal of containers and unwanted chemicals
- Methods of clean up may include:
  - Decontamination of equipment with washing soda, detergent, etc. triple rinsing of empty containers.

#### B. EVIDENCE GUIDE

**Key Outcomes**
- Competency should be judged against all performance criteria, using the following as a guide to evidence:
  - actual performance
  - equipment is working to requirements and to manufacturers specifications
  - work reports and interviews
- Written and verbal reporting of chemical application and chemical usage is critical in performance of this competency.

**OHS that impact upon the performance of this unit**
- Relevant OHS hazards identification, risk assessment and risk control measures. These include:
  - safe systems and procedures for handling, transportation and storage of farm chemicals
  - safe manual handling systems and procedures
  - selection, use and maintenance of relevant personal protective clothing and equipment
- OHS legislation, relevant regulations and Codes of Practice in each state, including:
  - Occupational Health and Safety Act of the state
  - Regulations and/or Codes of Practice pertaining to Hazardous Substances
  - Regulations and/or Codes of Practice pertaining to Plant

**Quality Assurance**
The competencies in this unit may be a requirement for national or state rural quality assurance programs such as Cattlecare or Cropcare.

**Holistic Outcome**
A person competent in this unit must demonstrate the ability to clean up following the application of chemicals.
Industry: Rural
Area of Competency: Generic: Chemicals
Sector: Beef Cattle Production

RUA AG2010CH A Clean up following application of chemicals and biological agents (continued)

B. EVIDENCE GUIDE (continued)

Underpinning knowledge and skills
- A knowledge of:
  - the clean up of chemicals and biological agents, specifically:
    - the requirements and responsibilities in relation to relevant state legislation relating to the transport, use, storage and disposal of agricultural and/or veterinary chemicals (including the recognition of the label as a legal document)
  - The ability to:
    - calmly and efficiently cope with clean up procedures
    - work in an environmentally safe manner

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Registered training organisations as authorised by the State Management Boards of Farmcare Australia

Currency of Farm Chemical User Certification
Five years

Special outcomes of assessment for purposes of licensing by a government or other authority
In some states individuals are able to proceed to an examination for a Commercial Operator’s Licence under the Agricultural Chemicals Distribution Control Act.

Interdependent assessment of units
This unit should be assessed in conjunction with RUA AG2009CH A Apply Chemicals and Biological Agents and RUA AG2012CH A Notify Authorities.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Assessors for this unit are to be licensed by State Management Boards of Farmcare Australia
C. ASSESSMENT GUIDE (continued)

Qualifications available
Compliance in this unit forms part of the State-awarded Farm Chemicals User Course Certificate (Farmcare), or may lead, through further training to qualifying for the AVCA Chemical Resellers Licence.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where this unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functional agricultural workplace
Many of the required resources can be provided in a simulated working environment established in a training situation. Training providers can obtain details of National Resource requirements from Farmcare Australia, as developed by the National Sub-Committee of Farmcare.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
<th>Collecting, analysing &amp; organising information</th>
<th>Planning &amp; organising activities</th>
<th>Working with others and in teams</th>
<th>Using mathematical ideas &amp; techniques</th>
<th>Solving problems</th>
<th>Using technology</th>
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</tbody>
</table>

◊ Communicating - with chemical suppliers and the property network
◊ Collecting, analysing and organising information - from chemical labels and materials safety data sheets
◊ Planning and organising activities - including clean up procedures
◊ Working with others and in teams - to ensure environmentally safe operations
◊ Using mathematical ideas and techniques - in calculating quantities of cleaning agents
◊ Solving problems - of safe and environmentally approved disposal
◊ Using technology - cleaning equipment, spray equipment
## Element of Competency Performance Criteria

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
</table>
| 2011.1 Implement correct procedures following a chemical spillage/leakage | 2011.1.1 Chemical spillage is isolated from stock, vehicles and people as determined by industry or enterprise standards.  
2011.1.2 Chemical spill/leak is contained as determined by industry or enterprise standards or regulator authorities.  
2011.1.3 Chemical formulation is identified and appropriate decontamination method followed.  
2011.1.4 Chemical spill is decontaminated using approved method.  
2011.1.5 Chemical is cleaned up and disposed of in approved manner.  
2011.1.7 Seek advice from appropriate authorities. |
| 2011.2 Use personal protective equipment | 2011.2.1 Tools, equipment and personal protection equipment appropriate to the task are selected, calibrated and used as determined by label directions, bacterial safety data sheet or industry or enterprise standards. |

### A. RANGE OF VARIABLES

- Appropriate authorities may include:
  - emergency services, government departments, local government agencies
- Types of formulation may include:
  - emulsifiable concentrates, gases, baits, pellets, boluses, vaccines, antibiotics, liquid concentrates, powders, granules, suspension concentrates
- Approved methods may include:
  - collection of waste by appropriate authorities
- Decontamination methods may include:
  - use of appropriate material to absorb spill, chemical treatment of spill areas, wash down of spill area
B. EVIDENCE GUIDE

**Key Outcomes**
- Competency should be judged against all performance criteria, using the following as a guide to evidence:
  - actual performance
  - equipment is working to requirements and to manufacturers specifications
  - work reports and interviews
- Written and verbal reporting of chemical application and chemical usage is critical in performance of this competency.
- Relevant OHS hazards identification, risk assessment and risk control measures. These include:
  - safe systems and procedures for handling, transportation and storage of farm chemicals
  - safe manual handling systems and procedures
  - selection, use and maintenance of relevant personal protective clothing and equipment
- OHS legislation, relevant regulations and Codes of Practice in each state

**Quality Assurance**
The competencies in this unit may be a requirement for national or state rural quality assurance programs such as Cattlecare or Cropcare.
Industry: Rural
Area of Competency: Generic: Chemicals
Sector: Beef Cattle Production

RUA AG2011CH A Manage a chemical spillage/leakage (continued)

B. EVIDENCE GUIDE

Holistic Outcome
A person competent in this unit must demonstrate the ability to clean up following the application of chemicals.

Underpinning knowledge and skills
- A knowledge of:
  - the requirements and responsibilities in relation to relevant state legislation relating to the transport, use, storage and disposal of agricultural and/or veterinary chemicals.
- The ability to:
  - calmly and efficiently deal with problems of spillage/leakage
  - ensure all safety and environmental considerations re observed

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Registered training organisations as authorised by the State Management Boards of Farmcare Australia

Currency of Farm Chemical User Certification
Five years

Special outcomes of assessment for purposes of licensing by a government or other authority
In some states individuals are able to proceed to an examination for a Commercial Operator’s Licence under the Agricultural Chemicals Distribution Control Act.

Interdependent assessment of units
- Prerequisites:
  - RUA AG2010CH A Clean up following application of chemical and biological agents
  - RUA AG2012CH A Notify Authorities

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Assessors for this unit are to be licensed by State Management Boards of Farmcare Australia

Qualifications available
Competence in this unit forms part of the State-awarded Farm Chemicals User Course Certificate (Farmcare), or may lead, through further training to qualifying for the AVCA Chemical Resellers Licence.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.
RUA AG2011CH A Manage a chemical spillage/leakage (continued)

C. ASSESSMENT GUIDE (continued)

Where this unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functional agricultural workplace
Many of the required resources can be provided in a simulated working environment established in a training situation. Training providers can obtain details of National Resource requirements from Farmcare Australia, as developed by the National Sub-Committee of Farmcare.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
<th>Collecting, analysing &amp; organising information</th>
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</tbody>
</table>

◊ Communicating - with staff and others regarding a spill
◊ Collecting, analysing and organising information - from chemical labels and material safety data sheets
◊ Planning and organising activities - including spillage, containment and clean up
◊ Working with others and in teams - in management of a spill
◊ Using mathematical ideas and techniques - to calculate volumes and dilutions
◊ Solving problems - associated with spillage management
◊ Using technology - to clean up spillage and communicate with relevant authorities
Industry: Rural
Area of Competency: Generic: Chemicals
Sector: Beef Cattle Production

<table>
<thead>
<tr>
<th>RUA AG2012CH A</th>
<th>Notify authorities of chemical spill</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Element of Competency</strong></td>
<td><strong>Performance Criteria</strong></td>
</tr>
</tbody>
</table>
| 2012.1 Notify authorities of chemical spill | 2012.1.1 Appropriate authorities are notified.  
2012.1.2 Spillage extent assessed and appropriate chemical spill/leakage report developed. |

A. RANGE OF VARIABLES
- Appropriate authorities may include:
  - emergency services, government departments, local government agencies, chemical manufacturers

B. EVIDENCE GUIDE

**Key Outcome**
Competency should be judged against all performance criteria, using the following as a guide to evidence:
- actual performance
- equipment is working to requirements and to manufacturers specifications
- work reports and interviews

**OHS that impact upon the performance of this unit**
- Relevant OHS hazards identification, risk assessment and risk control measures. These include:
  - safe systems and procedures for handling, transportation and storage of farm chemicals
  - safe manual handling systems and procedures
  - selection, use and maintenance of relevant personal protective clothing and equipment
  - safe operation and maintenance of farm machinery and equipment
- OHS legislation, relevant regulations and Codes of Practice in each state, including:
  - Occupational Health and Safety Act of the state
  - Regulations and/or Codes of Practice pertaining to Hazardous Substances
  - Regulations and/or Codes of Practice pertaining to Plant

**Quality Assurance**
The competencies in this unit may be a requirement for national or state rural quality assurance programs such as Cattlecare or Cropcare.

**Holistic Outcome**
A person competent in this unit must demonstrate the ability to notify authorities of a chemical spill.

**Underpinning knowledge and skills**
- A knowledge of:
  - the use of chemicals and biological agents, specifically:
  - the requirements and responsibilities in relation to relevant state legislation relating to the transport, use, storage and disposal of agricultural and/or veterinary chemicals (including the recognition of the label as a legal document)
- The ability to:
  - calmly and efficiently deal with emergencies
  - operate within all relevant legislative and environmental constraints
### C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**

Registered training organisations as authorised by the State Management Boards of Farmcare Australia

**Currency of Farm Chemical User Certification**

Five years

**Special outcomes of assessment for purposes of licensing by a government or other authority**

In some states individuals are able to proceed to an examination for a Commercial Operator’s Licence under the Agricultural Chemicals Distribution Control Act.

**Interdependent assessment of units**

Completion of this unit needs to be closely integrated with the completion of units RUA AG2009CH A Apply Chemicals and Biological Agents, RUA AG2010CH A Clean up following application of Chemicals and Biological Agents and RUA AG2011CH A Manage a Chemical Spillage

**Qualifications of Assessor**

Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Assessors for this unit are to be licensed by State Management Boards of Farmcare Australia

**Qualifications available**

Competence in this unit forms part of the State-awarded Farm Chemicals User Course Certificate (Farmcare), or may lead, through further training to qualifying for the AVCA Chemical Resellers Licence.

**Measures to ensure consistency in assessment**

These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

**Where this unit is assessed**

Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

**Resources required beyond those normally found in a functional agricultural workplace**

Many of the required resources can be provided in a simulated working environment established in a training situation. Training providers can obtain details of National Resource requirements from Farmcare Australia, as developed by the National Sub-Committee of Farmcare.
Industry: Rural  
Area of Competency: Generic: Chemicals  
Sector: Beef Cattle Production

RUA AG2012CH A  Notify authorities (continued)

### Utilisation of key competencies in the performance of this unit

**Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)**

<table>
<thead>
<tr>
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</tbody>
</table>

- ◊ **Communicating** - with authorities
- ◊ **Collecting, analysing and organising information** - on nature of problem
- ◊ **Planning and organising activities** - to comply with legislative requirements
- ◊ **Working with others and in teams** - to ensure all relevant parties notified and in assessment and clean up of spill
- ◊ **Using mathematical ideas and techniques** - to calculate volumes and dilutions
- ◊ **Solving problems** - associated with spillage
- ◊ **Using technology** - to communicate with authorities
### Industry: Rural
### Area of Competency: Generic: Operations

<table>
<thead>
<tr>
<th>RUA AG2100EO A</th>
<th>Operate ride-on farm vehicles</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Element of Competency</strong></td>
<td><strong>Performance Criteria</strong></td>
</tr>
<tr>
<td>2100.1 Select machine and attachments appropriate for the job</td>
<td>2100.1.1 Designated modifications and attachments are used for appropriate jobs on the farm.</td>
</tr>
</tbody>
</table>
| 2100.2 Perform routine maintenance | 2100.2.1 Routine safety checks are performed daily.  
2100.2.2 Regular maintenance requirements completed as specified by the manufacturer.  
2100.2.3 Faults detected are corrected and reported as specified in operating standards. |
| 2100.3 Operate ride-on farm vehicle to perform enterprise requirements | 2100.3.1 Operator is suitably attired to ensure safety.  
2100.3.2 Prestart checks of ride-on farm vehicle and attachments are carried out to manufacturer's specifications and in line with established safety practices.  
2100.3.3 Attachments and loads are fitted in accordance to manufacturer's specifications and safe practice.  
2100.3.4 Parking procedures are completed in line with safe practice. |
| 2100.4 Transporting ride-on farm vehicle on/in another vehicle | 2100.4.1 Suitable transport is selected.  
2100.4.2 Ride-on farm vehicle is safely loaded and unloaded using appropriate facilities.  
2100.4.3 Ride-on farm vehicle is secured and transported according to manufacturer's instructions. |

### A. RANGE OF VARIABLES

- Completion of this competency needs to be carried out on both two (2) and four (4) wheeled vehicles.
- The development of competency for either two or four wheeled class motor cycles does not reflect competency on any other class of motorcycle.
- Recording of assessment of competency needs to identify the class of motorcycle for which competency in this unit has been achieved.
- Ride-on farm vehicles include:
  - farm motorcycles: any 2 wheeled motorcycle which is used primarily for farm work, excluding road motorcycles, ATV: generally a vehicle with 4 or more wheels, travelling on low pressure tyres, having a seat to be straddled by rider and handlebars for steering control. **Whilst there are still some three (3) wheeled ATVs still in use in the rural sector their use is not encouraged on safety grounds.**
- Operating ride-on farm vehicles to enterprise requirements may include:
  - Mustering, spraying, farm transport, feeding, farm maintenance, towing trailers
- Attachments may include:
  - ATV mounted:
    - saddle pack sprayers, band sprayers, spraymixer, spreaders, winch, gun scabbard, toolbox, first aid kits,
  - ATV trailed:
    - boom sprays, trailers, slashers, spreaders
Industry: Rural
Area of Competency: Generic: Operations

| RUA AG2100EO A | Operate ride-on farm vehicles (continued) |
A. RANGE OF VARIABLES

- Attachments may include (continued):
  - motorbike:

  handlebar protectors, front/rear carrier racks, sump guards, exhaust systems, accessory fuel tank, gun/shovel holsters, row runner, water bottle carriers, 2-way radios, saddlebags, first aid kits

- Inappropriate use of ride-on farm vehicles may include:
  operating outside manufacturers’ specifications regarding load, towing capacity, age guidelines and passengers, operating on steep slopes, operating in flowing or deep water, operating on sealed roads, carrying passengers where no provision is made, around dangerous livestock, operating in confined spaces, attaching modifications outside of manufacturer’s specifications

- Inappropriate jobs for farm motorbikes include:
  carrying large loads, towing, carrying passengers where provisions have not been made

- Routine daily safety checks include an assessment of:
  tyres and wheels, controls and cables, lights and electrics, oil and fuel, chain/driveshaft, chassis and suspension

- Regular maintenance requirements may include checks of:
  fluid levels, air cleaner, fuel and oil filters, lubrication, steering system, electrical system

- “Transport using ride-on farm vehicles” may include transport of:
  rider, pillion passenger, attachments, tools/equipment/goods, animals

- Transport of ride-on farm vehicles may be carried out in:
  other vehicles, aircraft

- Suitable attire for rider may include:
  Helmet, safe footwear, protective clothing suitable for the job, eye protection, gloves

- Prestart checks may include checks of:
  tyres and wheels, controls and cables, lights and electrics, oil and fuel, chain/driveshaft, chassis and suspension

- Operating conditions may include:
  - terrains:
    - dry, water courses, varying gradients, broken ground, open/timbered ground, obstacles,
  - climatic:
    - rain, wind, dust/flying insects, cold/heat,
  - obstacles:
    - rocks, fences, farm debris, day/night

- Riding hazards identified may include:
  - environmental:
    - change in terrain, livestock/wildlife, isolation/communication
  - mechanical:
    - instability, load shift, hitching
  - operator:
    - skills, Personal Protective Equipment, physical limitations, fatigue, speed, visibility, alcohol/drugs

- Parking procedures may include:
  ensuring handbrake is on, turning engine off before dismounting, parking away from hazards, ensuring thoroughfares are kept clear

- Alternate transport modes for mustering may include:
  ATV, farm motorbike, farm vehicle, horse, helicopter, walking

- Stock for mustering may include:
  Sheep, cattle, horses, goats

- Ride-on farm vehicles may be inappropriate for mustering:
  dangerous animals, in timbered areas, infrequently handled animals
<table>
<thead>
<tr>
<th>A. RANGE OF VARIABLES (continued)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Efficient mustering of stock may include:</td>
</tr>
<tr>
<td>starting early and working in the cool of the day, preparing the route in advance, anticipating problems,</td>
</tr>
<tr>
<td>letting the animals move at their own pace, avoiding downhill movements, avoiding narrow areas and sharp</td>
</tr>
<tr>
<td>turns</td>
</tr>
<tr>
<td>• Chemical applications made using a ride-on farm vehicle may include:</td>
</tr>
<tr>
<td>spot spraying, boom spraying, wick spraying</td>
</tr>
<tr>
<td>• Ride-on farm vehicles may be inappropriate for spraying in certain conditions:</td>
</tr>
<tr>
<td>Wind, steep slopes</td>
</tr>
<tr>
<td>• Suitable attire for spraying may include:</td>
</tr>
<tr>
<td>protective clothing (long sleeve shirt and long trousers), gloves, enclosed footwear, eye protection,</td>
</tr>
<tr>
<td>respirator, in accordance with chemical label instructions and safe practice</td>
</tr>
<tr>
<td>• Procedures for washing equipment may include:</td>
</tr>
<tr>
<td>cleaning chemical residue from ATV according to manufacturer’s instructions</td>
</tr>
<tr>
<td>• Suitable transport may include:</td>
</tr>
<tr>
<td>Trailer, utility, truck</td>
</tr>
<tr>
<td>• Loading and unloading may be performed:</td>
</tr>
<tr>
<td>at a specific loading site/loading ramp, at a mobile loading site, using a block and tackle or lifting method for</td>
</tr>
<tr>
<td>immobile ride-on farm vehicle</td>
</tr>
<tr>
<td>• Securing of the ride-on farm vehicle includes:</td>
</tr>
<tr>
<td>using recommended tie downs, using recommended secure points</td>
</tr>
</tbody>
</table>
B. EVIDENCE GUIDE

Key Outcome
- Suitable ride-on farm vehicle selected for the task
- Routine pre-start checks and maintenance carried out in line with operating manual
- Ride-on farm vehicles safely operated for a range of property tasks
- Ride-on farm vehicles transported safely on trailer, utility or truck as required

OHS issues that impact upon the performance of this unit
Occupational health and safety considerations may include:
- modifications outside of manufacturer’s specifications
- helmet standard
- selecting a ride-on farm vehicle appropriate to the worker and job being performed
- understanding that age may result in poor vision, slower reaction time, poor hearing
- the effect of body vibration
- noise to bystanders
- danger to bystanders

Holistic Outcome
Ride-on farm vehicles operated safely

Underpinning knowledge and skills
- A basic working knowledge of:
  - safe operating techniques for ride-on farm vehicles
  - routine maintenance requirements
  - animal handling techniques adversely affected by noise and speed
  - relevant licensing and safety requirements laid down under legislation
- The ability to:
  - safely ride and operate ride-on farm vehicles in a range of different conditions
  - carry out regular maintenance and repair routines on ride-on farm vehicles
Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**

Authorised Registered Training Organisation (RTO).

**Special outcomes of assessment for purposes of licensing by a government or other authority**

Relevant licensing may be required for vehicle operation on roads or public reserves.

**Interdependent assessment of units**

This unit can be assessed independently.

**Qualifications of Assessor**

Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment”.

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria’.

**Measures to ensure consistency in assessment**

These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

**Where the unit is assessed**

Competence is best assessed in the workplace under normal working conditions. Sophisticated simulated exercises may be undertaken as a part of a training situation.

**Resources required beyond those normally found in a functioning agricultural workplace**

There are no additional resources required for assessment of this unit.

**Utilisation of key competencies in the performance of this unit**

| Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design) |
|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Communicating ideas & information | Collecting, analysing & organising information | Planning & organising activities | Working with teams & others | Using mathematical ideas & techniques | Solving problems | Using technology |
| 1 | 1 | 1 | 1 | 1 | 1 | 1 |
◊ **Communicating** - with the property network
◊ **Collecting, analysing and organising information** - on ride-on farm vehicle operation and maintenance
◊ **Planning and organising activities** - of farm operations
◊ **Working with teams and others** - to complete mustering and similar tasks
◊ **Using mathematical ideas and techniques** - to calculate loads, mileage, etc.
◊ **Solving problems** - of breakdown and difficult work conditions
◊ **Using technology** - to communicate
Industry: Rural
Area of Competency: Generic: Operations
Sector: Beef Cattle Production

RUA AG2101EO A Operate property vehicles

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
</table>
| 2101.1 Carry out routine pre-start checks | 2101.1.1 Pre-start checks of vehicle systems are carried out to manufacturers specifications and legislative requirements.  
2101.1.2 Loads are secured to operation and legislative requirements.  
2101.1.3 Cabin drills executed in line with operational instructions. |
| 2101.2 Carry out routine maintenance | 2101.2.1 Faults or malfunctions are corrected and/or reported according to enterprise requirements.  
2101.2.2 Vehicles are routinely cleaned and stored after use to enterprise requirements.  
2101.2.3 Vehicle use is recorded to operational standards.  
2101.2.4 Safety restraints provided are worn at all times while driving. |
| 2101.3 Drive property vehicles | 2101.3.1 Vehicles are driven on- and off-road to legislative requirements.  
2101.3.2 Emergency operating situations are recognised, counteracted as they arise, and minimised with the use of safe and defensive driving practices.  
2101.3.3 Licences and permits are obtained as required.  
2101.3.4 Vehicles are shut down and parked to operational requirements. |

A. RANGE OF VARIABLES

- Vehicles may include:
  Cars, utilities, 4-wheel drives, light trucks, heavy trucks, articulated vehicles
- Driving conditions may include on-and off-road conditions which are:
  Smooth, rough, slippery, boggy or hilly, with light, medium and heavy loads, (Refer to manufacturers operational manuals)
- Checks and service of systems include:
  Fuel, water, oils, battery levels, tyres, fan belts, leads, lines, connections, air cleaners, air conditioning, brakes, clutch, electrical, engine lubrication, hydraulics, steering, lighting, transmission, wheels and tyres, cooling, all in accordance with the manufacturers specifications
- All procedures, especially those dealing with vehicles, must comply with relevant OHS provisions, their regulations and Codes of Practice
- The correction of faults or malfunctions may include tyre changing.
- Vehicle usage records may include:
  log books, service records
Industry: Rural
Area of Competency: Generic: Operations
Sector: Beef Cattle Production

RUA AG2101EO A Operate property vehicles (continued)

B. EVIDENCE GUIDE

Key Outcomes
Competence will be judged against the performance criteria within the parameters of the Range of Variables using the following as evidence:
- the importance of local conditions and factors
- driving several vehicles under differing conditions and various loads
- completion of routine checks and service
- a sound understanding of the workplace and its policies on vehicle usage

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe operation and maintenance of farm vehicles
- safety of all people on farms including bystanders and children

Holistic Outcome
Vehicles are driven safely in due regard to the vehicles, the property, the livestock and the safety of all personnel.

Underpinning knowledge and skills
- The provisions of the Workplace Health and Safety Acts, their regulations and Codes of Practice.
- In order to accept increased responsibility or carry heavy loads, additional licence endorsements may be required.
- Particular state or territory regulations relating to operations.
- Operators require a range of acquired safety and survival skills, as well as the ability to acquire appropriate licences.
- Vehicle driving is performed with the absolute minimum of damage to vehicles, equipment and structures.
- Match the vehicles to the expected performance.
- A basic working knowledge of:
  - road traffic laws
  - OHS procedures for various equipment
  - enterprise procedures for various equipment
  - relevant OHS requirements for storage of materials and equipment
- The ability to:
  - obtain required licences and permits
  - drive vehicles in a range of conditions
  - demonstrate emergency procedures in the operation of vehicles and equipment

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.
C. ASSESSMENT GUIDE

Interdependent assessment of units
This unit can be assessed independently.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
While competence in the operation of a wide range of property vehicles is desirable, the ability to efficiently operate the specific range of vehicles applicable to a particular workplace is required.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
<th>Collecting, analysing &amp; organising information</th>
<th>Planning &amp; organising activities</th>
<th>Working with teams &amp; others</th>
<th>Using mathematical ideas &amp; techniques</th>
<th>Solving problems</th>
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</tr>
</tbody>
</table>

◊ Communicating - with service agencies and vehicle owners
◊ Collecting, analysing and organising information - on vehicle usage, service and repairs
◊ Planning and organising activities - for routine maintenance and repair
◊ Working with teams and others - to complete specified works
◊ Using mathematical ideas and techniques - to calculate volumes and distances
◊ Solving problems - of breakdown and adverse operating conditions
◊ Using technology - to measure, record and communicate
### Element of Competency: Describe factors affecting safe tractor operation

- **2102.1.1** Mechanical hazards associated with safe tractor operation are identified and relevant risk control measures are described.
- **2102.1.2** Environmental hazards associated with safe tractor operation are identified and relevant risk control measures described.
- **2102.1.3** Operator factors associated with safe tractor operation are identified and relevant risk control measures are described.

### Element of Competency: Perform routine tractor maintenance

- **2102.2.1** Routine safety checks are carried out in line with industry standards.
- **2102.2.2** Routine daily service requirements are completed as specified by the manufacturer.
- **2102.2.3** Faults detected are corrected and reported as specified in operating standards.

### Element of Competency: Operate tractor(s)

- **2102.3.1** Pre-start checks of tractor and equipment carried out to manufacturers specifications and legislative requirements.
- **2102.3.2** Selected implements are securely attached and set for required operation.
- **2102.3.3** Licenses and permits are obtained as required.
- **2102.3.4** The tractor is driven in a safe and controlled manner relative to the operating conditions without damage to the tractor attachments or property.
- **2102.3.5** Emergency road and contract working situations are recognised, counteracted as they arise and minimised with the use of safe and defensive work practices.
- **2102.3.6** Defined shut down procedures are completed in line with operational requirements.
A. RANGE OF VARIABLES

- Tractors include:
  2 wheel drive, 4 wheel drive, front wheel assist, articulated tractors including scrapers, track or crawler driven
- Mechanical hazards associated with tractor safety include:
  - tractor stability factors resulting in:
    sideways rollover, rearward rollover, PTO hazards, mounting/dismounting hazards resulting in tractor runover, noise, vibration, ergonomic factors
- Environmental hazards include:
  broken ground, including cultivation, hidden objects, gullies, washouts, creek beds, sloping ground, weather related conditions - wet, cold, heat
- Operator factors include:
  risk taking behaviour, physical/developmental limitations, clothing, taking passengers, fatigue
- Routine daily safety checks may include an assessment of:
  mechanical hazards, belts, gauges, chains and drives, power take off equipment and guards, lighting, roll over protection, spark arresters and fire safety, braking systems, hydraulic systems
- Routine daily service requirements may include checks in line with manufacturers specifications of:
  fluid levels, tyre conditions and pressures, track pins and rollers, belt replacements, hydraulic hoses and couplings, air cleaners, fuel and oil filters, lubrication, steering systems
A. RANGE OF VARIABLES (continued)

- Steering systems may include:
  conventional front wheel steering, articulated tractors, skid steer
- Operating conditions may include a variety of terrain in both on- and off-road conditions which may be:
  Smooth, rough, slippery, boggy, hilly, with light, medium and heavy loads/draughts
- Tractors may be set up and operated for:
  Blade, belt pulley, drawbar, front end loader, power take off, remote hydraulics, linkage mounted equipment
- Tractor shutdown procedures may include:
  refuelling after work, ensuring all hydraulic equipment is lowered to a “safe” position, completing appropriate records
- Operational standards may include:
  pre-operational checks, standards of operation, storage and usage of fuels and lubricants, safeguards, reporting routines
B. EVIDENCE GUIDE

Key Outcomes

- The correct mounting of implements, safe hitch points for towing and responsible operation of machinery are critical for operator safety in the rural environment.
- The safe operation of machinery including tractors requires appropriate clothing that will not risk being caught in power take-offs, drives or gear levers.
- Competence will be judged against the performance criteria within the parameters of the Range of Variables using the following as evidence:
  - the importance of local conditions and factors
  - driving under a variety of conditions
  - tractors are set up and operated
  - routine checks and service of systems
- Workplace policy on tractor usage
- Operators need to demonstrate not only an ability to operate and maintain tractors but also an ability to be resourceful. This may include the identification and adaptation of any available materials, the ability to weld or fabricate unavailable parts, or simply keeping equipment operating.

OHS that impact upon the performance of this unit

- Safe working and operating practices are required at all times.
- Workcover certificates may be required for the operation of hydraulic lifting equipment or any equipment worked above head height.

Holistic Outcomes

Safe and efficient operation of farm tractors

Underpinning knowledge and skills

- A basic working knowledge of:
  - the provisions of the Workplace Health and Safety Acts, their regulations and Codes of Practice.
  - in order to accept increased responsibility, extra licence endorsements may be required.
  - particular state or territory regulations relating to operations
  - operators require a range of acquired safety and survival skills such as the need to maintain working loads within specification, hitch points at the correct height and an awareness of operating hazards, eg. power lines or steep working conditions.
  - tractor driving is performed with the absolute minimum of damage to vehicles, equipment and structures.
  - match the tractor equipment (including chains and ropes) to the expected performance
- The ability to:
  - safely and efficiently operate the range of prime movers applicable to the property
C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
Appropriate licensing conditions and administration are dictated by state legislation.

Interdependent assessment of units
Unit assessment could be in conjunction with RUA AG1100EO A Operate equipment

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
The full range of tractors or prime movers applicable in the completion of prescribed works needs to be available to facilitate assessment.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administration; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
<th>Collecting, analysing &amp; organising information</th>
<th>Planning &amp; organising activities</th>
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</tr>
</tbody>
</table>

◊ Communicating - with the service network and manager
◊ Collecting, analysing and organising information - on tractor usage and consumables
◊ Planning and organising activities - for tractor operation
◊ Working with teams and others - to complete specified works
◊ Using mathematical ideas and techniques - to calculate coverage/fuel consumption, etc.
◊ Solving problems - of breakdown and equipment matching
◊ Using technology - to trouble shoot machinery performance and with communication systems
Endorsed 98

Industry: Rural
Area of Competency: Generic: Maintenance
Sector: Beef Cattle Production

RUA AG2130EM A Equip a workshop

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>2130.1 Determine workshop scope</td>
<td>2130.1.1 Range of work to be performed in workshop is identified.  2130.1.2 Major equipment and space requirements to perform work are identified.  2130.1.3 Cost to equip workshop estimated and plans are adjusted to budget.  2130.1.4 Workshop is laid out to provide adequate, safe working space and storage for materials.  2130.1.5 Workshop light and ventilation meet industry and legislative requirements.  2130.1.6 Access ways are marked.</td>
</tr>
<tr>
<td>2130.2 Select workshop requirements</td>
<td>2130.2.1 Condition of existing equipment, supplies and spares is assessed against requirements.  2130.2.2 New and used equipment and supplies sourced to requirements.  2130.2.3 Equipment and spares for specialised operations are sourced from manufacturers agents or alternative sources.  2130.2.4 Requirements for sale workshop to legislation and enterprise requirements are met.</td>
</tr>
<tr>
<td>2130.3 Plan to Minimise OHS risk in farm workshop</td>
<td>2130.3.1 OHS hazards in the farm workshop are identified.  2130.3.2 Risk associated with hazards are assessed and effective control measures implemented for all people in the workshop.  2130.3.3 Equipment is maintained in safe working condition, and in accordance with manufacturers instructions, replaced where necessary.  2130.3.4 Equipment is operated in accordance with manufacturers instructions.  2130.3.5 Necessary personal protective equipment is available and maintained in good order.</td>
</tr>
</tbody>
</table>

A. RANGE OF VARIABLES

- Types of repair and construction work commonly made in workshops:
  - electrical, eg. lighting, generators, computers, hydraulic, eg. tractor, seeder, front end loaders, fabrication, eg. shed frames, windmills, mechanical, eg. tractors, seeders
- Common causes of machine failure to be fixed in workshop may include:
  - Wear, corrosion, design problems, equipment modifications, incorrect use, overload
- Equipment incorporates OHS guidelines.
- Workshop equipment may include:
  - welders (arc, gas and MIG), lathes, bench presses, multimeters and ohm metres, inspection pits, lifting and support equipment, eg. jacks, overhead gantry, blocks, power tools, eg. grinders, drills, hand tools, eg. spanners, hammers, screw drivers
- Storage may include:
  - racks for commonly used steel angle, rods, tube metal, wire, racks or boards for orderly placement of tools
- Specialised knowledge may be required for:
  - raising heavy equipment, removing wheels of tractors, working with bearings, housing, shafts, removing, repairing, replacing and inflating tyres
- Aids may include:
  - operator manuals, farm engineering journals, dealership reports

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Endorsed 98
Industry: Rural  
Area of Competency: Generic: Maintenance  
Sector: Beef Cattle Production  

RUA AG2130EM A Equip a workshop (continued)

A. RANGE OF VARIABLES (continued)
- Protective equipment may include: coveralls, gloves, eye protectors, boots
- First aid kits and fire extinguishers are selected to suit operations
- Work is coordinated with licensed trades to meet state/local government requirements
- Hazards to health and safety in the workshop include: mechanical hazards associated with moving parts, noise, dusts, fumes, ergonomic hazards associated with posture, movement and vibration, electricity, chemical hazards

B. EVIDENCE GUIDE

Key Outcomes
- Workshop layout:
  - clean, tidy and adequate for safe work
  - tools stored in an orderly fashion
  - records kept in safe, dry place
- Operators able to:
  - use workshop equipment efficiently and safely
  - find particular tool quickly
  - well organised in setting up a job, eg. changing tractor tyre
- Workshop equipment in good working order
- Safety, first aid equipment and protective clothing in good working order

OHS issues that impact upon the performance of this unit
- This is one of the most important units for improving OHS performance for the future, as workshop injury accounts for a high proportion of on-farm injury.
- Relevant OHS hazards identification, risk assessment and risk control measures. These include:
  - safe manual handling systems
  - safe plant and equipment systems
  - safe systems for handling hazardous substances
  - selection, use and maintenance of relevant personal protective clothing and equipment

Holistic Outcome
Workshop is appropriately equipped, laid out and maintained to enterprise requirements.

Underpinning knowledge and skills
- A basic working knowledge of:
  - tools required for various types of work
  - protection required for tools
- The ability to:
  - layout workshop
  - identify space requirements for range of work
C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit can be assessed independently. This unit is a prerequisite for RUA AG3130EM A Manage Maintenance.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
The range of workshop resources that may be encountered on farm can best be provided in a training situation. Normally occurring workplace resources may be limited to a smaller range.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
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</tr>
</tbody>
</table>

◊ Communicating - with suppliers and other farm personnel
◊ Collecting, analysing and organising information - on requirements and stock levels
◊ Planning and organising activities - for workshop usage in line with available resources
◊ Working with others and in teams - to maintain stocks and workshop safety
◊ Using mathematical ideas and techniques - to calculate volume and pricing
◊ Solving problems - of servicing and inadequate tools
◊ Using technology - to communicate, test or calculate
RUA AG2131EM A Provide support for basic repair of plant and equipment

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>2131.1 Locate faults</td>
<td>2131.1.1 Faults in mechanical and auto-electrical systems are located using manufacturers and enterprise instructions.</td>
</tr>
<tr>
<td></td>
<td>2131.1.2 Economics of component repair or replacement are determined.</td>
</tr>
<tr>
<td></td>
<td>2131.1.3 Repair/replacement process is implemented to enterprise procedures.</td>
</tr>
<tr>
<td></td>
<td>2131.1.4 Complex faults are identified and reported to enterprise requirements for action by others.</td>
</tr>
<tr>
<td>2131.2 Repair/replace</td>
<td>2131.2.1 Faulty components are removed.</td>
</tr>
<tr>
<td></td>
<td>2131.2.2 Replacement components obtained according to specifications.</td>
</tr>
<tr>
<td></td>
<td>2131.2.3 Replacement components are obtained according to specifications.</td>
</tr>
<tr>
<td></td>
<td>2131.2.4 Faulty components are repaired, replaced and/or adjusted.</td>
</tr>
</tbody>
</table>

A. RANGE OF VARIABLES
- Repair process includes knowledge of sources of specialist assistance.
- All work meets enterprise safety and OHS requirements, including residual pesticides, grain dust and flammability of materials.
- Repair or replacement may include: reassembly, testing, adjustments, any necessary rework
- Mechanical systems may include: hydraulics, pneumatics, fluid power, drive systems, structural components, bearings
- Electrical systems may include: electrical components, electronic assemblies
- Repair encompasses the use of a range of workshop equipment, including hand and power tools, workshop machinery, welders and electrical multimeter.
- Machinery serviced and maintained may include: tractors, including engines, seeding machines with components such as metering systems, air flow control, blower drives, air system, electronic monitoring system, hydraulic hoses and couplings and engines, boom spray units, harvesters and auxiliary grain handling equipment.
- Work is coordinated with licensed trades required to meet state/local government requirements.

B. EVIDENCE GUIDE

Key Outcomes
- Removal and replacement/repair of faulty components/assemblies
- Adjustments described in manufacturers manuals
- Testing of plant and equipment for correct operation
- Safe working practices
- Completion of repair with minimum rework

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe manual handling systems and procedures
- safe operation and maintenance of machinery and equipment, including hydraulics
- selection, use and maintenance of relevant personal protective clothing
<table>
<thead>
<tr>
<th>Industry:</th>
<th>Rural</th>
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<tbody>
<tr>
<td>Area of Competency:</td>
<td>Generic: Maintenance</td>
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<tr>
<td>Sector:</td>
<td>Beef Cattle Production</td>
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</tbody>
</table>

RUA AG2131EM A  Provide support for basic repair of plant and equipment (continued)

B. EVIDENCE GUIDE (continued)

**Holistic Outcome**
Plant and equipment is repaired and maintained in accordance with enterprise policies and instructions.

**Underpinning knowledge and skills**
- A basic working knowledge of:
  - farm machinery
  - drive systems
  - mechanical systems and auto-electrics (basic understanding)
- The ability to:
  - use hand and power tools and workshop machines
  - logically disassemble and reassemble plant and equipment

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed 'Assessment Guidelines' for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**
Authorised Registered Training Organisation (RTO).

**Special outcomes of assessment for purposes of licensing by a government or other authority**
There are no licensing requirements for this unit.

**Interdependent assessment of units**
This unit could be assessed in conjunction with unit RUA AG1130EM A Perform Routine Maintenance and in accordance with the provisions of units for Occupational Health & Safety. RUA AGCORE2 A, RUA AG3021OH A and RUA AG4021OH A.

**Qualifications of Assessor**
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: "Conduct Assessment in Accordance with an Established Assessment Procedure" and "Plan and Review Assessment."

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

**Measures to ensure consistency in assessment**
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

**Where the unit is assessed**
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

**Resources required beyond those normally found in a functioning agricultural workplace**
There are no additional resources required for assessment of this unit.
RUA AG2131EM A Provide support for basic repair of plant and equipment (continued)

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
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</tr>
</tbody>
</table>

◊ Communicating - with workshop repair staff and other farm staff
◊ Collecting, analysing and organising information - on plant and equipment usage and parts availability
◊ Planning and organising activities - for plant and equipment repair
◊ Working with others and in teams - to efficiently return plant and equipment to use
◊ Using mathematical ideas and techniques - to calculate volume and torque
◊ Solving problems - of breakdown
◊ Using technology - to diagnose or repair
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG2500BC A Feed livestock

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>2500.1 Check bodyweights/livestock</td>
<td>2500.1.1 Livestock weighing/condition scoring is carried out to enterprise requirements</td>
</tr>
<tr>
<td>condition.</td>
<td>as instructed.</td>
</tr>
<tr>
<td></td>
<td>2500.1.2 Livestock weights/condition scores are recorded to enterprise requirements.</td>
</tr>
<tr>
<td></td>
<td>2500.1.3 Stock weights/condition scores are reported to the manager or supervisor.</td>
</tr>
<tr>
<td>2500.2 Provide feed as directed.</td>
<td>2500.2.3 Cattle are moved to new paddocks as instructed.</td>
</tr>
<tr>
<td></td>
<td>2500.2.2 Feed and feed supplements are fed as directed.</td>
</tr>
<tr>
<td></td>
<td>2500.2.3 Animal behaviour is observed to ensure all animals are feeding.</td>
</tr>
<tr>
<td></td>
<td>2500.2.4 Abnormalities are reported to the person in charge.</td>
</tr>
<tr>
<td>2500.3 Assess paddock feed.</td>
<td>2500.3.1 Pasture is checked for quantity, species and quality.</td>
</tr>
<tr>
<td></td>
<td>2500.3.2 Paddocks/yards are checked for water supply quality and quantity.</td>
</tr>
</tbody>
</table>

A. RANGE OF VARIABLES

- Feeding directions may include:
  what to feed, frequency of feeding, how to introduce stock to supplements, the amount per head, method of feeding, what to avoid and what to record
- Feed supplements may include:
  hay, grain, trace elements, vitamins and sources of nutrients other than, silage, paddock feed, grain legumes, mineral blocks, protein meals, specific purpose feeds
- Abnormalities may include:
  sick animals, shy feeders, animals losing weight, scouring, greedy (bossy) feeders, ill thrift
- Pasture checks may include:
  species of grass/legume, quantity of feed, quality of feed, incidence of toxic species and weeds
- Water checks may include:
  Availability, serviceability, flow rate, reserves, number of stock using the water point, water quantity, presence of algal blooms, presence of contamination

B. EVIDENCE GUIDE

Key Outcomes
- Animals are checked for condition and feed requirements and accurate reports are returned to manager or supervisor.

OHS issues that impact upon the performance of this unit

Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe livestock handling systems and procedures, including zoonoses control
- safe systems and procedures for outdoor work, including protection from solar radiation
- safe horse handling
- safe operation of motorcycles
- safe operation of other vehicles
- safe manual handling systems and procedures
- safe feed materials handling systems and procedures to reduce risk associated with organic dusts
- selection, use and maintenance of personal protective clothing and equipment
### Industry:
Rural

### Area of Competency:
Beef Cattle Generic

### Sector:
Beef Cattle Production

| RUA AG2500BC A | Feed livestock (continued) |

#### B. EVIDENCE GUIDE (continued)

**Holistic Outcome**
Cattle are assessed for condition and/or weight and suitable feed is sourced and supplied to ensure animal welfare.

**Underpinning knowledge and skills**
- A basic working knowledge of:
  - condition scoring
  - cattle weighing equipment
  - record keeping
  - cattle behaviour
  - basic cattle nutrition
  - health and safety requirements for cattle handling
- The ability to:
  - assess cattle condition
  - assess pasture status
  - communicate information
  - carry out direction

#### C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**
Authorised Registered Training Organisation (RTO).

**Special outcomes of assessment for purposes of licensing by a government or other authority**
There are no licensing requirements for this unit.

**Interdependent assessment of units**
This unit can be assessed independently.

**Qualifications of assessor**
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be the two units “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment”.

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying...
with the above criteria’.

**Measures to ensure consistency in assessment**
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG2500BC A Feed livestock (continued)

C. ASSESSMENT GUIDE (continued)

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
<th>Collecting, analysing &amp; organising information</th>
<th>Planning &amp; organising activities</th>
<th>Working with teams &amp; others</th>
<th>Using mathematical ideas &amp; techniques</th>
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</table>

◊ Communicating - with nutritionists and feed suppliers
◊ Collecting, analysing and organising information - on feed quantities and requirements
◊ Planning and organising activities - in line with daily routines
◊ Working with teams and others - to achieve feeding routines
◊ Using mathematical ideas and techniques - to calculate rations and quantities
◊ Solving problems - of supply and demand
◊ Using technology - to carry out the feeding process
### RUA AG2501BC A  Muster and move cattle

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
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</thead>
</table>
| 2501.1 Prepare to muster cattle | 2501.1.1 Appropriate muster plan is planned.  
2501.1.2 Transport is arranged for mustering personnel.  
2501.1.3 Dogs and equipment are prepared in accordance with industry standards.  
2501.1.4 Paddocks and herds are identified.  
2501.1.5 Information is obtained to assist muster.  
2501.1.6 Vehicles are checked for serviceability |
| 2501.2 Muster cattle in a paddock | 2501.2.1 Cattle are located in the paddock.  
2501.2.2 Cattle are aggregated into groups for moving.  
2501.2.3 Communication is maintained in the mustering team.  
2501.2.4 Dogs are controlled and directed.  
2501.2.5 Cattle are counted if required. |
| 2501.3 Move cattle | 2501.3.1 Cattle are moved at a pace that avoids stress to animals and personnel.  
2501.3.2 Cattle are moved to rest points, water points, feed if required.  
2501.3.3 Vehicles are arranged for personnel and stragglers.  
2501.3.4 Communication is maintained in the mustering team.  
2501.3.5 Dogs are controlled and directed.  
2501.3.6 Cattle are yarded/paddocked and pastured at the destination.  
2501.3.7 Cattle are counted on arrival.  
2501.3.8 Numbers are recorded in accordance with enterprise requirements.  
2501.3.9 Stock are settled down before release. |

### A. RANGE OF VARIABLES

- An appropriate muster plan may include:
  - which cattle to be mustered, what route to take, taskings of individuals, equipment needs, vehicle/transport requirements, communication requirements.
- Information to assist mustering may include:
  - a timetable, location of feed and cattle behaviour, location of water and rest points, shade or shelter, where to obtain supplies, road maps and farm plans, location of livestock, laneways, location of fences and gates.
- Transport may include:
  - Motorbikes, utilities and vehicles, horses, trailers.
- Communication may include:
  - Vocal, radio, mobile phones.
B. EVIDENCE GUIDE

Key Outcome
- Cattle are moved safely and efficiently from source to stated destination.

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe livestock handling systems and procedures, including zoonoses control
- safe systems and procedures for outdoor work, including protection from solar radiation
- safe horse handling
- safe operation of motorcycles
- safe operation of other vehicles
- safe manual handling systems and procedures
- selection, use and maintenance of relevant personal protective clothing and equipment
B. EVIDENCE GUIDE (continued)

**Holistic Outcome**
Cattle are moved safely and efficiently from source to stated destination.

**Underpinning knowledge and skills**
- A basic working knowledge of:
  - cattle behaviour
  - paddocks and property topography and layout
  - how to use work dogs
  - communication equipment.
  - maintenance requirements of muster vehicles
- The ability to:
  - work dogs
  - muster cattle
  - move cattle
  - ride motor bikes/horses safely
  - operate mustering equipment/vehicles according to safe driving practice
  - follow instructions
  - communicate
  - read maps
- An understanding of:
  - the herding behaviour of cattle
  - the problems of moving cattle
  - the effects of hazards on movement
  - the use of tractors

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed 'Assessment Guidelines' for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**
Authorised Registered Training Organisation (RTO).

**Special outcomes of assessment for purposes of licensing by a government or other authority**
There are no licensing requirements for this unit.

**Interdependent assessment of units**
Units associated with the handling and husbandry of cattle could be assessed with this unit.

**Qualifications of assessor**
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be the two units “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment”.

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this
unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria’.
C. ASSESSMENT GUIDE (continued)

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
• representative workplace
• appropriate cattle handling facilities.
• industry standard cattle herd.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
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</table>

◊ Communicating - with team members
◊ Collecting, analysing and organising information - on stock locations
◊ Planning and organising activities - of mustering plan and mustering teams
◊ Working with teams and others - to complete mustering activities
◊ Using mathematical ideas and techniques - to count and record stock
◊ Solving problems - of difficult terrain or adverse weather
◊ Using technology - to communicate.
### Monitor cows from joining to calving.

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
</table>
| 2502.1 Monitor herd health according to health strategy | 2502.1.1 Health status of cows is checked to enterprise standard.  
2502.1.2 Cows are vaccinated prior to calving according to instructions.  
2502.1.3 Remedial action to correct poor health is taken as directed.  
2502.1.4 Proper cow nutrition is maintained prior to joining |
| 2502.2 Identify cows in oestrus. | 2502.2.1 Cows in oestrus are identified and reported promptly.  
2502.2.2 Stock records are updated in accordance with industry guidelines and farm policy. |
| 2502.3 Join cows and heifers | 2502.3.1 Breeding groups for specific matings are determined.  
2502.3.2 Bulls are checked to be clean, free of disease and in a healthy condition.  
2502.3.3 Heat synchronisation treatments where applicable are implemented in accordance with sound veterinary practice.  
2502.3.4 Bulls are introduced to the herd according to farm breeding program.  
2502.3.5 Oestrus returns are monitored and reported for specific breeding groups.  
2502.3.6 Bulls performance is observed.  
2502.3.7 Hormone and drug treatments are recorded.  
2502.3.8 Correct withholding periods are observed. |
| 2502.4 Manage cow nutrition during gestation. | 2502.4.1 Cow condition scores/weights are monitored and reported.  
2502.4.2 Supplementary feeding is organised if required. |

### A. RANGE OF VARIABLES

- Herd health strategy will be specified in property management plans.
- Health status may include: general condition, infection showing discharge, feet problems
- Oestrus may be identified by: mounting behaviour, vulval enlargement, discharge
- Remedial action may include sourcing advice from: veterinarian, Department of Agriculture/Primary Industries or like, reporting to management, First Aid
- Cow feed requirements may depend on: stage of pregnancy, condition of stock, condition of pasture, weather conditions
- Breeding groups may include: Heifers, drafted size/types, age groups, specific cow/bull matchings, other
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG2502BC A  Monitor cows from joining to calving (continued)

B. EVIDENCE GUIDE

Key Outcomes
- Preparation and conduct of the breeding should be carried out according to the farm plan and health and management issues relating to both cows and bulls are performed to industry standard.
- Staff are provided with a level of support and skill which maximises the breeding outcomes of the enterprise.

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe livestock handling systems and procedures, including zoonoses control (Q Fever) and handling bulls
- safe systems and procedures for outdoor work, including protection from solar radiation
- safe horse handling
- safe operation of motorcycles
- safe operation of other vehicles
- safe manual handling systems and procedures
- selection, use and maintenance of relevant personal protective clothing and equipment

Holistic Outcome
Breeding outcomes of the enterprise are maximised.

Underpinning knowledge and skills
- A basic working knowledge of the following to the level appropriate to level 2:
  - animal health and abnormalities
  - pregnancy testing
  - cow nutrition
  - livestock behaviour
  - basic breeding principles
- The ability to:
  - monitor herd health and attend to abnormalities
  - feed cows during pregnancy
  - be a keen observer and report accurately

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
Appropriate licensing conditions and administration are dictated by state legislation.

Interdependent assessment of units
This unit could be assessed in conjunction with unit RUA AG1500BC A Carry out basic beef cattle handling duties.
Assessment will also be completed in conjunction with units referring to animal handling and workplace communication.
Generic units relating to OHS all impact on completion of this unit.
C. ASSESSMENT GUIDE (continued)

Qualifications of assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be the two units “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment”.
Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria’.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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</table>

◊ Communicating - and accurately reporting
◊ Collecting, analysing and organising information - on health, breeding and nutrition of the breeding herd
◊ Planning and organising activities - to plan breeding program
◊ Working with teams and others - to achieve effective and total observation
◊ Using mathematical ideas and techniques - to calculate gestation periods etc.
◊ Solving problems - of maintaining adequate nutrition
◊ Using technology - to communicate and calculate
Industry: Rural  
Area of Competency: Beef Cattle Generic  
Sector: Beef Cattle Production  

<table>
<thead>
<tr>
<th>RUA AG2503BC A</th>
<th>Carry out calving duties</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Element of Competency</strong></td>
<td><strong>Performance Criteria</strong></td>
</tr>
</tbody>
</table>
| 2503.1 Organise resources for calving | 2503.1.1 Equipment and materials are identified and checked for faults.  
2503.1.2 Calving strategy is devised in line with herd requirements.  
2503.1.3 Identification and recording systems and equipment are organised.  
2503.1.4 Suitably briefed staff organised and scheduled for the calving period.  
2503.1.6 Faults are reported or rectified to enterprise requirements. |
| 2503.2 Monitor calving | 2503.2.1 Cows are checked in accordance with enterprise calving strategy.  
2503.2.2 Remedial action or assistance provided to calving cows as required.  
2503.2.3 Cows are maintained in low stress environment. |
| 2503.3 Assist cows | 2503.3.1 Cows are checked as outlined in calving strategy.  
2503.3.2 Cows are given opportunity to calve naturally.  
2503.3.3 Cows in difficulty are noted and reported  
2503.3.4 Cows requiring assistance are approached and calf position identified.  
2503.3.5 Hygiene protocols are observed. |
| 2503.4 Report on progress and abnormalities. | 2503.4.1 Calving progress is reported to enterprise standards.  
2503.4.2 Calves are identified at birth as required  
2503.4.3 Paddock conditions are reported.  
2503.4.4 Reports are made to enterprise management on calving progress.  
2503.4.5 Feed and water shortages are rectified. |

A. RANGE OF VARIABLES

- Information sources may include: Department of Agriculture, veterinarians, breed associations, enterprise records
- Calving strategy may include: cow herd placements, mismothering policy, drafting policy of wet cows, identification of human resources, policy for assisting difficult births, the use of veterinary assistance, policies for monitoring calving
- Emergency procedures may include: bad weather, calving problems, staffing problems
- Staff briefing may include: procedures to assist calving cows, observation techniques, identification of tags, communication requirements
- Stock needs may include: plentiful clean water, fencing in order, shelter, adequate feed
- Equipment may include: lubricating oil, binoculars, restrainers, pullers, antiseptic, knives
- Herd calving records may include: cows calved, abortions, calf deaths, twin numbers, assisted births, cow/bull details
- Paddock conditions may include: water supplies, fencing, amount and type of feed, shelter
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

B. EVIDENCE GUIDE

Key Outcomes
- Cows are calved effectively and without unnecessary external stress.
- Assistance to cows in difficulty is conducted with correct equipment and with correct procedure and hygiene.

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- Safe livestock handling systems and procedures, including zoonoses control (including Q Fever)
- Safe systems and procedures for outdoor work, including protection from solar radiation
- Safe manual handling systems and procedures
- Selection, use and maintenance of relevant personal protective clothing and equipment

Holistic Outcome
Calving outcomes of the enterprise are maximised.

Underpinning knowledge and skills
- A basic working knowledge of the following to the level appropriate to level 2.
  - Duties at calving
  - Problems and remedial treatment
  - OHS procedures
  - Animal health treatments
  - Mothering up and cow behaviour
  - Problems arising with calving
- The ability to:
  - Organise equipment and materials for calving
  - Monitor herd health and stock and recognise abnormalities
  - Assist cows
  - Keep records

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit could be assessed in conjunction with unit RUA AG1500BC A Carry out basic beef cattle handling duties.
Assessment will also be completed in conjunction with units referring to animal handling and workplace communication.
Generic units relating to OHS all impact on completion of this unit.
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG2503BC A Carry out calving duties (continued)

C. ASSESSMENT GUIDE

Qualifications of assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be the two units “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment”.

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria’.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
As with all units involving calving, assessment must be conducted in the workplace.

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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◊ Communicating - with other property personnel.
◊ Collecting, analysing and organising information - on calving times and herds.
◊ Planning and organising activities - to monitor calving
◊ Working with teams and others - to safely carry out calving duties.
◊ Using mathematical ideas and techniques -to calculate percentages and gestation periods.
◊ Solving problems - of difficult birth
◊ Using technology - to communicate and calculate.
<table>
<thead>
<tr>
<th>Element of Competency</th>
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</table>
| **2504.1** Organise equipment materials and health preparations for marking. | 2504.1.1 Required equipment, materials and health preparations are identified and ordered.  
2504.1.2 Equipment, materials and health preparation quantities are checked and maintained to enterprise standards and manufacturers recommendations.  
2504.1.3 Calf marking sites are identified and prepared in line with enterprise policy. |
| **2504.2** Prepare for marking. | 2504.2.1 Herds are mustered as instructed and contained to avoid injuring calves.  
2504.2.2 Calf marking facilities are prepared in line with established husbandry policies.  
2504.2.3 Bull and heifer calves are drafted.  
2504.2.4 Calves are handled and restrained without injury or undue risk to stock or handlers.  
2504.2.5 Health preparations are prepared in accordance with enterprise standards, manufacturers recommendations and OHS legislated requirements.  
2504.2.6 Dogs are restrained and cow and calf stress minimised. |
| **2504.3** Perform marking operations | 2504.3.1 Marking operations are performed safely in compliance with code of welfare for cattle and relevant OHS legislative requirements.  
2504.3.2 Health preparations are administered in accordance with manufacturers recommendations and OHS legislation.  
2504.3.3 Calves are released without injury to stock or operators and returned to mothers. |
| **2504.4** Count cows and calves at marking. | 2504.4.1 Calves are counted to identify numbers of heifers and steers.  
2504.4.2 Cows are counted out of yards.  
2504.4.3 Cow and calf counts are recorded accurately. |
| **2504.5** Return stock to paddocks. | 2504.5.1 Calves and cows are given time to mother up.  
2504.5.2 Route is prepared over which herd is to be moved.  
2504.5.3 Herd is moved quietly to paddock in a controlled manner. |
| **2504.6** Clean up calf marking gear. | 2504.6.1 Equipment is cleaned to manufacturers recommendations and legislated requirements of OHS.  
2504.6.2 Materials are cleaned and stored to enterprise requirements and OHS legislated requirements.  
2504.6.3 Calf residues are destroyed.  
2504.6.4 Health preparations are stored in accordance with manufacturers instructions. |
A. RANGE OF VARIABLES

- Equipment required may include:
  First Aid kit, marking knives, vaccination and drench guns, emasculators, calf marking cradles, ear tags, tag guns, grinding stones, ear marking pliers, elastrator rings and applicators, methylated spirits, dehomers, microchips, branding irons
- Health preparations may include:
  Vaccine, drench, disinfectant, antiseptic(liquid and powder)
- Calf marking sites may be determined by:
  disease status of site, vegetation status and drainage, proximity to paddocks/stock, hygienic nature of site, protection from weather
- Calf marking site may include:
  portable temporary yards or permanent yards
- Preparation of calf marking facilities may include:
  erection of yards and calf marking cradles, removal of rubbish, settling of dust, disinfection of operating site
- Calf residue may include:
  Skin, testes, carcasses
- Destruction of calf residue may by:
  Burning, burying, removal to safe site

B. EVIDENCE GUIDE

Key Outcomes

- Calf marking sites are prepared for efficient and safe operation in accordance with enterprise and legislative requirements.
- Calf marking duties are carried out with an empathy for animal welfare and community attitudes.

OHS issues that impact upon the performance of this unit

Relevant OHS hazards identification, risk assessment and risk control measures. These include:

- safe livestock handling systems and procedures, including zoonoses control (including Q Fever)
- safe systems and procedures for outdoor work, including protection from solar radiation
- safe manual handling systems and procedures
- Selection, use and maintenance of relevant personal protective clothing and equipment
- safe systems and procedures for application of veterinary chemicals

Holistic Outcome

Calf marking procedures result in minimum animal stress and maximum enterprise return.

Underpinning knowledge and skills

- A basic working knowledge of the following to the level of level 2:
  - calf marking equipment, materials and practices
  - animal health treatments and practices
  - animal welfare Codes of Practice.
  - relevant OHS legislation
- The ability to:
  - organise materials and equipment for marking
  - sort herds for marking
  - perform marking operations
  - count out stock
  - mother up cows and calves
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit could be assessed in conjunction with unit RUA AG1500BC A Carry out basic beef cattle handling duties and will be assessed in conjunction with RUA AG2503BC A Carry out calving duties. Assessment will also be completed in conjunction with units referring to animal handling and workplace communication. Generic units relating to OHS all impact on completion of this unit.

Qualifications of assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be the two units “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment”.

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
As with all units involving calving, assessment must be conducted in the workplace.

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp;</th>
<th>Collecting, analysing &amp; organising</th>
<th>Planning &amp; organising</th>
<th>Working with teams</th>
<th>Using mathematical</th>
<th>Solving problems</th>
<th>Using technology</th>
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</tbody>
</table>
◊ Communicating - with contractors and other property personnel
◊ Collecting, analysing and organising information - on work requirements
◊ Planning and organising activities - of marking teams
◊ Working with teams and others - to complete marking duties
◊ Using mathematical ideas and techniques - to calculate percentages and dose rates
◊ Solving problems - of mismothering and adverse weather
◊ Using technology - to communicate and calculate
## Element of Competency: Select animals

### Performance Criteria
- **2505.1.1** Situations requiring killing are determined.
- **2505.1.2** Animals are selected to be killed.
- **2505.1.3** Animals are prepared for slaughter in accordance with enterprise and animal welfare requirements.
- **2505.1.4** Withholding periods are complied with.

## Element of Competency: Prepare equipment and facilities.

### Performance Criteria
- **2505.2.1** Equipment is checked for serviceability and hygiene.
- **2505.2.2** Equipment is taken to site of slaughter in accordance with OHS and hygiene requirements.

## Element of Competency: Slaughter animal.

### Performance Criteria
- **2505.3.1** Method of slaughter is determined.
- **2505.3.2** Slaughter is carried out in humane manner.
- **2505.3.3** Safety procedures are followed to protect the operator and other personnel.
- **2505.3.4** Animal is slaughtered with minimum of stress.
- **2505.3.5** Farm animals are restrained.
- **2505.3.6** Reports are provided on animal health.

## Element of Competency: Dress carcass

### Performance Criteria
- **2505.4.1** Enterprise health standards are complied with.
- **2505.4.2** Carcass is dressed to avoid cuts to carcass or skin.
- **2505.4.3** Skin is prepared for drying, storage or disposal.
- **2505.4.4** Post mortem is arranged where necessary.

## Element of Competency: Hang carcass

### Performance Criteria
- **2505.5.1** Carcass is given maximum exposure to air circulation.
- **2505.5.2** Carcass is protected and covered.
- **2505.5.3** Carcass is hung to set.

## Element of Competency: Dispose of offal

### Performance Criteria
- **2505.6.1** Disease associated with slaughter of animal is identified.
- **2505.6.2** Relevant environmental and council health requirements are followed.
- **2505.6.3** Offal is destroyed.

## Element of Competency: Restore killing facilities to clean operational state

### Performance Criteria
- **2505.7.1** Facilities are cleaned to avoid possibility of disease.
- **2505.7.2** Equipment is cleaned and returned to appropriate place.

## Element of Competency: Cut up carcass

### Performance Criteria
- **2505.8.1** Cuts required are identified.
- **2505.8.2** Facilities and equipment are prepared.
- **2505.8.3** Carcass is cut to maximise stated end use.
- **2505.8.4** Enterprise health and safety policy is followed.
- **2505.8.5** Equipment is cleaned.

## Element of Competency: Distribute carcass

### Performance Criteria
- **2505.9.1** Meat requirements of recipients are identified.
- **2505.9.2** Meat is protected during transport.
- **2505.9.3** Meat is placed direct into refrigerated storage.
A. RANGE OF VARIABLES

- Reason for killing cattle may be based on the need to destroy animals due to disease or other animal health factors or the need to supply meat for human and animal consumption.
- Selection of animals to be destroyed may be based on the inability of the farm enterprise to economically restore the animal to full health.
- Selection of animal for human consumption based on:
  - Age, body weight, health of animal, fat cover, sex
- Selection of cattle to be destroyed may be based on economic viability or other property management factors - eg cull calves.
- Preparation may include:
  - emptying out, drafting and separation
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

A. RANGE OF VARIABLES (continued)

- Equipment may include:
  knives (boning and skinning), rifle, carcass hoist, plastic bags and labels, brooms and mops, water, hooks, cover for carcass, mea saw, table, meat containers
- Slaughter may be carried out by:
  Knife, rifle shot, bolt gun, other humane methods (humane methods are those that result in the animal suffering as little pain as possible)
- Health standards may include:
  correct bleeding, climatic conditions, time of slaughter, cheesy glands, other diseases
- Post mortem carried out to identify:
  worm burden, hydatid infection, other diseases
- Safety procedures may include:
  safe use of knives/saws, hoist equipment, safe use of rifles, other firearms use to kill or stun the animal
- Farm animals to restrain may include:
  Dogs, cats, pigs, poultry
- Protection may be sought against:
  Heat, dogs, flies, wild animals
- Protection may be:
  cold room, gauzed in meat room, cotton cover
- Killing facilities may include:
  slaughter house, meat rooms, shade, concrete slab, open pits
- Safety procedures may include:
  safe use of knives/saws, use of chain mail gloves to reduce risk of laceration, hoist equipment, safe use of rifles, other firearms used to kill or stun livestock

B. EVIDENCE GUIDE

Key Outcomes
- Is critical that all aspects of OHS and animal welfare are met in the selection, killing and preparation of the carcass for disposal or for consumption.
- Staff are provided with a level of knowledge and skill which will ensure safety and efficiency in all aspects of the slaughter process.

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe livestock handling systems and procedures, including zoonoses control
- safe slaughtering procedures, including zoonosis and infection control (Q Fever, other), reduction of risk of deep laceration to hands/arms
- safe manual handling systems and procedures
- safe firearms management and procedures

Holistic Outcome
Slaughter procedures for the enterprise are safe, hygienic and efficient.
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production
RUA AG2505BC A Slaughter cattle (continued)

B. EVIDENCE GUIDE (continued)

Underpinning knowledge and skills
- A basic working knowledge of the following to the level appropriate to level 2:
  - A good knowledge of the health restrictions and laws applying to the slaughter of cattle for sale, ie. by registered abattoirs, not by other avenues.
  - A basic working knowledge of:
    - withholding periods
    - offal disposal regulations
    - human health and hygiene
    - butchering cattle
    - cattle diseases
    - Code of Practice for the Welfare and Husbandry of Cattle
    - Code of Practice for the Land Transport of Cattle.
- The ability to:
  - kill and cut up cattle carcasses
  - use equipment in a slaughter house
  - clean and sterilise facilities and equipment
  - meat storage
  - disposal of offal
  - package cuts
  - select animals for slaughter

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
State requirements for the licensing of firearms and firearm users

Interdependent assessment of units
This is a stand alone unit but should be completed in full cognisance of Rural Generic units RUA AGCORE2 A, G2, RUA AG3021OH A and RUA AG4021OH A.

Qualifications of assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be the two units “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment”.

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this
This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

**Measures to ensure consistency in assessment**
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

### Industry: Rural
### Area of Competency: Beef Cattle Generic
### Sector: Beef Cattle Production

| RUA AG2505BC A | Slaughter cattle (continued) |

**C. ASSESSMENT GUIDE (continued)**

**Where the unit is assessed**
This unit will generally be assessed in the workplace. It may be assessed in an off the job training environment by observation of actual slaughter and processing of carcass.

**Resources required beyond those normally found in a functioning agricultural workplace**
There are no additional resources required for assessment of this unit.

#### Utilisation of key competencies in the performance of this unit

**Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)**

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
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</tr>
</tbody>
</table>

- Communicating - with property personnel
- Collecting, analysing and organising information - on animals selected
- Planning and organising activities - for safe and humane slaughter
- Working with teams and others - to complete destruction tasks
- Using mathematical ideas and techniques - to calculate weights and percentages
- Solving problems - of compliance with relevant legislation
- Using technology - to communicate and calculate
| Industry: | Rural |
| Area of Competency: | Beef Cattle Generic |
| Sector: | Beef Cattle Production |

**RUA AG2506BC A Prepare cattle for competitions**

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
</table>
| 2506.1 Carry out instructions on cattle preparation | 2506.1.1 Cattle are identified and location noted.  
2506.1.2 Feeding requirements are understood.  
2506.1.3 Preparation procedures are received and understood.  
2506.1.4 Operation of facilities and equipment are noted. |
| 2506.2 Feed and water cattle for showing | 2506.2.1 Feed requirements are met on schedule.  
2506.2.2 Water is checked regularly to enterprise requirements.  
2506.2.3 Feed records are maintained to enterprise requirements.  
2506.2.4 Feed supplies are monitored and replenished as required. |
| 2506.3 Monitor cattle health | 2506.3.1 Cattle health are monitored daily.  
2506.3.2 Abnormalities are reported to the person in charge.  
2506.3.3 Health abnormalities are treated to enterprise requirements. |
| 2506.4 Prepare cattle for handling | 2506.4.1 Handling equipment is used to manufacturers specifications and enterprise requirements.  
2506.4.2 Cattle are trained for showing procedures.  
2506.4.3 Cattle are handled to avoid animal stress in accordance with enterprise requirements and animal welfare Codes of Practice. |
| 2506.5 Handle cattle | 2506.5.1 Cattle are prepared for presentation to judges.  
2506.5.2 Cattle are exhibited to best advantage before judges.  
2506.5.3 Requests of officials are complied with.  
2506.5.4 Reports are provided to person in charge to enterprise requirements. |

**A. RANGE OF VARIABLES**

- Competitions may include:  
  production evaluation trials, agricultural shows, steer production trials, sire reference schemes, carcass competitions, sales  
- Preparation procedures may include:  
  halter training, leading, grooming, clipping, preparation and care of hooves and horns, special feed supplementation, presentation techniques, use of show equipment, special transport requirements, avoidance of stress, show protocols  
- Facilities may include:  
  Pens, sheds, paddocks, troughs  
- Equipment may include:  
  Rings, halters, combs, vacuums, brushes, driers, clippers, preparations applied externally or supplements, restraining devices of a taken orally, non-fibrillating nature
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

<table>
<thead>
<tr>
<th>RUA AG2506BC A</th>
<th>Prepare cattle for competitions (continued)</th>
</tr>
</thead>
</table>

### B. EVIDENCE GUIDE

#### Key Outcomes
- Handlers should understand the requirements of the presentation and that animals are presented in the best possible condition and manner.
- Principles of animal nutrition, welfare and handling are critical to this unit.

#### OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe livestock handling systems and procedures, including zoonoses control (including Q Fever), transportation
- safe manual handling systems and procedures

#### Holistic Outcome
Outcomes for the enterprise are maximised.

#### Underpinning knowledge and skills
- A basic working knowledge of the following to level 2:
  - feeding cattle
  - monitoring health
  - cattle preparation and handling
  - the requirements of show and/or breed societies
  - safe operation of electrical equipment
- The ability to:
  - feed and water cattle
  - monitor cattle health
  - prepare and handle cattle
  - groom and prepare cattle for showing
  - teach cattle to lead and stand correctly

### C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**
Authorised Registered Training Organisation (RTO).

**Special outcomes of assessment for purposes of licensing by a government or other authority**
There are no licensing requirements for this unit.

**Interdependent assessment of units**
This unit could be assessed in conjunction with unit RUA AG1500BC A Carry out basic beef cattle handling duties.
Assessment will also be completed in conjunction with units referring to animal handling and workplace communication.
Generic units relating to OHS all impact on completion of this unit.
C. ASSESSMENT GUIDE (continued)

Qualifications of assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be the two units “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment”.

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria’.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
No additional resources apart from those normally found in the work or show environment

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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</table>

◊ Communicating - with completion organisers and farm personnel
◊ Collecting, analysing and organising information - on breeding and production measurement
◊ Planning and organising activities - for participation in competition
◊ Working with teams and others - to enter competition
◊ Using mathematical ideas and techniques - to calculate ratios etc
◊ Solving problems - of animal preparation
◊ Using technology - to communicate and coordinate
<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
</table>
| 2507.1 Maintain stock water provision | 2507.1.1 Stock watering points are regularly checked as an integral part of regular work routines.  
2507.1.2 Windmills, bore pumps and bore drains are regularly checked to ensure supply is maintained.  
2507.1.3 Regular checks of livestock monitor signs of low or interrupted water supply. |
| 2507.2 Advise and report on water malfunctions | 2507.2.1 Water storages are regularly monitored for condition, quality and supply.  
2507.2.2 Water supply equipment is checked as a part of daily routines or programmed bore runs for deterioration or malfunction.  
2507.2.3 Identified faults are recorded and reported in line with enterprise requirements. |
| 2507.3 Carry out operational maintenance under broad supervision | 2507.3.1 Maintenance routines of pumps and pumping equipment are completed as instructed.  
2507.3.2 Bore drains are maintained by delving as required and according to instructions.  
2507.3.3 Maintenance and repair of motors including fault finding is carried out under direction to identify faults.  
2507.3.4 Motor maintenance tasks are completed to resume normal operating condition. |
| 2507.4 Provide support for drilling and bore maintenance contractors | 2507.4.1 Bore history is established from historical records.  
2507.4.2 Pumping equipment identified and accessed for maintenance or repair  
2507.4.3 Support provided to contractors as required in line with property policy. |

A. RANGE OF VARIABLES

- Stock water supplies may be provided through:
  - dams or tanks, troughs, channel supply, rivers, bores (pumped or flowing)
- Elements of water supply systems may include:
  - Pumps, windmills and bores, troughs, timber dividing structures, air bleeders in long lines, line junctions/connections, stone flagged areas around troughs
- Assessment of malfunction and deterioration of piped stock water supplies may include the need to:
  - examine condition of bore and equipment, condition of fencing, locate leaks, exposure of leaks, repair of leak or breakage, reassembly and testing
- Assessment of livestock may include observation of:
  - numbers of livestock on bores, livestock movement, where livestock are grazing, under utilised feed, fire damage, livestock condition - particularly lactating cows, rainfall quantity and location, condition of access tracks, bogging around water supply points,
- Servicing windmills may include:
  - Greasing, checking oil baths and topping up as required
- Servicing bore pumps (including windmills) may include pulling of the bore suction
- Pulling bore casings and boring activities will be carried out by contractors
B. EVIDENCE GUIDE

Key Outcomes

- Continuity of stock water supply maintained through regular checks of supply systems.
- Identified water supply malfunctions identified and reported to property management.
- Operational maintenance routines completed to ensure that water quality and supply are maintained.
- Support provided for bore maintenance or drilling contractors as required.

OHS issues that impact upon the performance of this unit

- Relevant OHS hazards identification, risk assessment and risk control measures:
  - safe operating procedures
  - safe manual handling systems and procedures
  - safe systems and procedures for outdoor work, including protection from solar radiation
  - selection, use and maintenance of relevant personal protective equipment
- Servicing windmills includes the need to ensure that sails are locked off before personnel are allowed onto the tower.
- Particular attention should be paid to the avoidance of hand injuries when using pipe handling equipment and tools.

Holistic Outcome

Stock water supplies maintained to suit needs of the property.

Underpinning knowledge and skills

- A basic working knowledge of:
  - cattle water requirements
  - pumps and pumping systems
  - the operation and maintenance of diesel and petrol engines
- The ability to:
  - operate selected property vehicles safely and efficiently
  - observe established working practice for the securing of loads
  - use hand and power tools safely.
  - work as part of a contract team as required

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications

Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority

There are no licensing requirements for this unit.

Interdependent assessment of units

This unit can be assessed independently.

Qualifications of assessor

Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be the two units “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment”.

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Endorsed 98
Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

<table>
<thead>
<tr>
<th>Industry:</th>
<th>Rural</th>
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<tbody>
<tr>
<td>Area of Competency:</td>
<td>Beef Cattle</td>
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<tr>
<td>Sector:</td>
<td>Beef Cattle Production</td>
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</tbody>
</table>

RUA AG2507BC A  Maintain stock water supply equipment (continued)

C. ASSESSMENT GUIDE (continued)

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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</table>

◊ Communicating - with other property staff and maintenance personnel
◊ Collecting, analysing and organising information - on water supply equipment specifications
◊ Planning and organising activities - for bore runs and maintenance activities
◊ Working with teams and others - to facilitate water supply checking activities
◊ Using mathematical ideas and techniques - to calculate depth, flow rates and water requirements
◊ Solving problems - of breakdown and poor quality supplies.
◊ Using technology - to calculate and communicate
Industry: Rural  
Area of Competency: Beef Cattle  
Sector: Beef Cattle Production

<table>
<thead>
<tr>
<th>RUA AG2508BC A</th>
<th>Perform basic horsemanship activities</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Element of Competency</strong></td>
<td><strong>Performance Criteria</strong></td>
</tr>
</tbody>
</table>
| 2508.1 Identify stock horses | 2508.1.1 Suitable stock horses are identified and selected according to nominated selection criteria.  
2508.1.2 Unhealthy or unsound horses are identified and reported to foreman or manager. |
| 2508.2 Catch, saddle and ride stockhorses | 2508.2.1 Selected horses are approached, caught and restrained as instructed.  
2508.2.2 Gear to manage and control the horse for the required work is selected and fitted. |
| 2508.3 Feed and groom stockhorses | 2508.3.1 Feeds mixed and offered in quality and quantities as instructed by manager.  
2508.3.2 Horses groomed prior to and following work to ensure coat condition and health is maintained.  
2508.3.3 Hoof care and cleaning is completed prior to working in line with property policy. |
| 2508.4 Work and train stock horses | 2508.4.1 Working vices of horses are identified and corrective action taken to maintain control.  
2508.4.2 Horse education carried out in association with stock working routines.  
2508.4.3 Educated horses are controlled and worked as an integral part of stock husbandry routines. |
| 2508.5 Shoe horses | 2508.5.1 Hooves are trimmed and balanced according to the requirements of an individual horse’s confirmation.  
2508.5.2 Factory made shoes are modified to fit a particular foot.  
2508.5.3 Horses are shod using standard procedures according to property policy. |
| 2508.6 Care for saddlery and equipment | 2508.6.1 Working gear is cleaned and checked as a part of daily property routines.  
2508.6.2 Working gear is maintained or repaired as required to ensure safe horse working conditions.  
2508.6.3 Basic working gear to suit the individual horse is selected and fitted.  
2508.6.4 Working gear and saddlery is cleaned and stored after use in line with property policy. |
| 2508.7 Transport horses | 2508.7.1 Horses are prepared for transport and protective equipment applied as required.  
2508.7.2 Horses are loaded and secured on transport in a calm and humane manner.  
2508.7.3 Horses are transported as smoothly as the terrain and conditions will allow using standard industry driving practice.  
2508.7.4 Horses are unloaded at destination and checked for soundness or injury.  
2508.7.5 Relevant travelling stock declarations are completed according to state legislation. |
A. RANGE OF VARIABLES

- Horse selection may be on criteria such as:
  breed or breed cross, age, sex, condition, colour and markings, brands or tattoos
- Selection of horse for designated work tasks will need to include an examination to ensure that they are free of conditions that may affect their useability or welfare such as:
  Lameness, sore eyes, sore mouth, girth galls, back conditions, mud, caked sweat or vegetable matter, damaged feet or lower limbs, localised or systemic infections
A. RANGE OF VARIABLES (continued)

- Grooming may include:
  - Washing, trimming, pulling of mains and tails, removal of dust, mud, scurf, sweat and tangles, burrs and other vegetable matter
- Grooming gear may include:
  - brushes and combs, clippers, bot knife, scrapers, soap
- Hoof gear used for cleaning, dressing and balancing feet may include:
  - hoof picks, knives, rasps, pincers, brushes, hoof dressings
- Care for the feet of stockhorses may include the use of basic farriery tools to trim and balance hooves
- Property shoeing procedures may include:
  - handling and examining for faults, trimming and shaping hooves, hot and cold shoe shaping, nailing on shoes, testing sole pressure, finishing off
- Horses may be worked at a walk, trot, canter or gallop
- Horse working gear may include:
  - Saddles, breastplates, martingales, bridles, cruppers, saddle bags, headstalls, saddle cloths, feeders, rugs
- Restraining devices may include:
  - rearing bit, war bridle, blindfold, twitch, neck skin hold, leg strap, hobbles, sidelines
- It is not expected that dangerous horses will be handled but will be referred to a suitable horse breaker/educator
- The preparation of horses for transport may include:
  - fitting of protective gear such as leg bandages, boots, rugs tail bandages and hoods, fitting of blindfolds or deafeners
- Vehicles used in the transport of horses may include vehicles or trucks
- Standard industry practices for transporting horses includes:
  - smooth acceleration and braking, predictable and smooth cornering, regular checking

B. EVIDENCE GUIDE

Key Outcomes

- Stockhorses are selected for specified work requirements
- Horses are caught, saddled and ridden as required.
- Horses are fed and groomed before and after working
- Horses are educated and worked for property tasks
- Saddlery and equipment are maintained and repaired as required
- Horse are humanely transported in purpose built vehicles.

OHS issues that impact upon the performance of this unit

- Relevant OHS hazards identification, risk assessment and risk control measures
  - safe operating procedures
  - safe manual handling systems and procedures
  - safe systems and procedures for outdoor work, including protection from solar radiation
  - selection, use and maintenance of relevant personal protective equipment
- All working routines for horses must be carried out in line with the provisions of the Workplace Health and Safety Acts and relevant animal Codes of Welfare

Holistic Outcome
Horse activities are carried out efficiently and effectively
<table>
<thead>
<tr>
<th>Industry:</th>
<th>Rural</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area of Competency:</td>
<td>Beef Cattle</td>
</tr>
<tr>
<td>Sector:</td>
<td>Beef Cattle Production</td>
</tr>
</tbody>
</table>

RUA AG2508BC A  Perform basic horsemanship activities (continued)

B. EVIDENCE GUIDE (continued)

**Underpinning knowledge and skills**

- A basic working knowledge of:
  - horses and horse husbandry
  - handling safety
  - horse riding
  - horse behaviour and psychology
  - horse health
  - anatomy and physiology of the horse
  - care and maintenance of hooves and the lower limb
- The ability to demonstrate:
  - horse handling skills
  - ride horses
  - complete basic hoof care procedures
  - groom horses
  - care for saddlery and equipment
C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed 'Assessment Guidelines' for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit can be assessed independently.

Qualifications of assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be the two units “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment”.

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.
Industry: Rural
Area of Competency: Beef Cattle
Sector: Beef Cattle Production

RUA AG2508BC A  Perform basic horsemanship activities (continued)

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
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</table>

- Communicating - with the property network and industry professionals
- Collecting, analysing and organising information - on working requirements and health needs
- Planning and organising activities - for the working of horses
- Working with teams and others - to achieve property goals
- Using mathematical ideas and techniques - to calculate quantity and volume.
- Solving problems - of difficult or fractious horses
- Using technology - to measure, communicate and calculate
<table>
<thead>
<tr>
<th>Industry:</th>
<th>Rural</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area of Competency:</td>
<td>Maintenance</td>
</tr>
<tr>
<td>Sector:</td>
<td>Beef Cattle Production</td>
</tr>
</tbody>
</table>

**RUA AG2521DY A**  Carry out basic fencing operations

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
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</table>
| 2521.1 Maintain basic fencing tools | 2521.1.1 Tools and equipment are stored appropriately after use.  
2521.1.2 Service tasks for fencing equipment are performed according to the manufacturers specifications.  
2521.1.3 Basic maintenance and repairs to tools are carried out safely to restore tool function to its effective range |
| 2521.2 Make repairs to farm fences | 2521.2.1 Tools appropriate for the task being undertaken are selected and used.  
2521.2.2 Tools are handled and transported in a manner which minimises possible damage or loss and are used only for the purpose for which they were designed.  
2521.2.3 Replacement posts are installed consistent with the existing fence, height and type.  
2521.2.4 Soil is replaced and rammed so that the post is secure.  
2521.2.5 Wire is strung, mounted and fixed according to instructions.  
2521.2.6 Gates are repaired according to instructions.  
2521.2.7 The site is left tidy by replacing dirt and removing materials.  
2521.2.8 Safe work practices are employed. |
| 2521.3 Dismantle an existing wire fence | 2521.3.1 Tools appropriate for the task are identified and used safely.  
2521.3.2 All reusable materials are identified, recovered and removed without further damage.  
2521.3.3 The site is cleared with all non-reusable materials identified and disposed of and post holes firmly filled.  
2521.3.4 Safe work practices are employed. |
| 2521.4 Install sundry electric farm fences | 2521.4.1 Fences are erected to contour and according to instructions.  
2521.4.2 Components are installed neatly according to the manufacturers guidelines and without damage.  
2521.4.3 Fences are erected, dismantled, transported and stored without damage or undue risk of damage to materials.  
2521.4.4 Safe work practices are employed. |
A. RANGE OF VARIABLES

Note that the construction of fences is a Level 3 Rural competency (RUA AG3523DY A and RUA AG3524DY A).

- Fence repairs may include repairs to:
  - posts, rejoin and restrain wires, gate hinges, gate chains, gates, droppers, end assemblies
- Tools may include:
  - post driver, post hole digger, post hole borer, wire strainers, wire key, fencing pliers
- Fencing wire may include:
  - plain, barbed, ringlock, netting
- Knots for use in joining fence wire may include:
  - figure 8, pin and loop, Donald, post tie and double loop
- Sundry electric farm fences may include:
  - strip grazing systems, electrical reinforcement of conventional fence
- Electric fence components include:
  - portable live posts, insulators, energiser, wire
### Industry:
Rural

**Area of Competency:** Maintenance

**Sector:** Beef Cattle Production

**RUA AG2521DY A** Carry out basic fencing operations (continued)

### B. EVIDENCE GUIDE

#### Key Outcome
- Fencing tools maintained and stored in line with property policy
- Basic repairs to farm fencing completed
- Dismantling of fences carried out as instructed
- Basic electric fencing systems installed as instructed

#### OHS issues that impact upon the performance of this unit
- The rights and responsibilities of employers and employees under the relevant state and workplace OHS legislation
- Codes of Practice for:
  - manual handling
- OHS requirements for the safe use of farm vehicles, machinery, tools and equipment, such as Australian Standards for:
  - guards for agricultural tractor PTO drives
  - agricultural wheeled tractors - Roll Over Protective Structures (ROPS) in service safety inspection and testing of electrical equipment
- On site OHS procedures may include:
  - provision of personal protective clothing and equipment
  - provision of sunscreen for outdoor work

#### Holistic Outcome
Safe and effective maintenance of fencing is completed

#### Underpinning knowledge and skills
- A basic working knowledge of:
  - the uses and structure of a range of conventional fence types
  - the uses of standard fencing materials, equipment and tools
  - common fencing hazards and safety precautions that are necessary when fencing, particularly those related to straining wire and use of tools
  - the basic operation of electric fences including:
    - earthing
    - current flow
    - resistance
    - leakage
    - the difference between portable and mains power
    - the dangers posed by electricity to personnel and livestock
    - the conditions under which electric fences may cause fire
    - the relevant state legislation and regulations governing electric fences
    - safe methods for diagnosing routine faults with electric fencing eg. the use of cut-out switches and isolating sections of fence
    - strip grazing systems and the properties of electric fencing necessary for good stock control
    - the function of a range of components of portable electric fence systems
    - the factors affecting the location of portable electric fence systems
    - relevant OHS legislation, regulations and Codes of Practice
- The ability to:
  - employ safe working practices
  - use time efficiently
  - maintain physical fitness
  - identify standard materials, components, equipment and tools for conventional and electric fencing
  - identify component parts of a portable electric fence system
Industry: Rural
Area of Competency: Maintenance
Sector: Beef Cattle Production

RUA AG2521DY A  Carry out basic fencing operations (continued)

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit can be assessed independently.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: "Conduct Assessment in Accordance with an Established Assessment Procedure" and "Plan and Review Assessment."

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria’.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
- The range of resources required for assessment can be provided either in the workplace or a simulated working environment structured in a training situation.
- Resources may include:
  - sufficient standard materials for conventional and portable electric fencing
  - suitable fencing hand tools and equipment
  - a fence in need of repair
  - an existing fence in need of removal
  - fencing manufacturers manuals and pamphlets
  - relevant state legislation and regulations
  - Codes of Practice
  - relevant OHS information
  - workplace guidelines and checklists, eg. safety, First Aid, electric fencing
  - personal protective clothing and equipment
  - appropriate first aid kit
RUA AG2521DY A  Carry out basic fencing operations (continued)

**Utilisation of key competencies in the performance of this unit**
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
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</table>

- ◊ **Communicating** - with supervisor, other farm personnel
- ◊ **Collecting, analysing and organising information** - in planning and scheduling fencing tasks
- ◊ **Planning and organising activities** - planning fencing tasks
- ◊ **Working with teams and others** - in maintenance or installation of portable electric fencing
- ◊ **Using mathematical ideas and techniques** - measuring quantities and lengths of materials for fencing repairs
- ◊ **Solving problems** - deciding on best repairs for the job, correct installation of portable electric fencing for the topography and livestock
- ◊ **Using technology** - electric fencing components
### RUA AG2522DY A  Carry out basic irrigation routines

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
</table>
| 2522.1 Complete a watering | 2522.1.1 Water flow is provided at the time required, in the quantities specified and according to the predetermined distribution pattern.  
2522.1.2 Variations to flow rates and distribution patterns are accommodated and responded to appropriately.  
2522.1.3 Records are maintained according to workplace requirements. |
| 2522.2 Carry out basic maintenance to a flood irrigation and surface water drainage system | 2522.2.1 Problems are anticipated and control measures implemented.  
2522.2.2 Irrigation and drainage channels are monitored and problems responded to appropriately.  
2522.2.3 Repair techniques, tools and materials appropriated to the situation are selected and used.  
2522.2.4 Long term viable practices appropriate to the situation are selected and used.  
2522.2.5 Safe work practices are employed. |

### A. RANGE OF VARIABLES
- Farm irrigation includes:
  - flood, spray
- Problems may include:
  - damage to banks, interruption to water flow, weed infestation, overwatering, unpredicted rainfall, rising water tables, poor grading, undersize checkbanks, weed infestation, animal damage

### B. EVIDENCE GUIDE

#### Key Outcomes
- Flood or spray irrigation waterings completed on schedule  
- Maintenance tasks completed on irrigated areas in a timely fashion

#### OHS issues that impact upon the performance of this unit
- The rights and responsibilities of employers and employees under the relevant state and workplace OHS legislation  
- Codes of Practice for:  
  - manual handling  
- OHS requirements for the safe use of farm machinery and irrigation equipment and tools  
- On site OHS procedures may include:  
  - provision of personal protective clothing and equipment  
  - provision of sunscreen for outdoor work

#### Holistic Outcome
Safe, effective and sustainable irrigation system maintained
RUA AG2522DY A Carry out basic irrigation routines (continued)

B. EVIDENCE GUIDE (continued)

Underpinning knowledge and skills
- A basic working knowledge of:
  - the factors affecting the necessity, timing and frequency of irrigation for crops/pastures in the local region
  - flow rates and their relationship to reticulation methods
  - field capacities and requirements
  - principles of water distribution and watering patterns
  - the functions of the physical components of an irrigation system
  - methods of monitoring the operation of an irrigation system
  - faults or problems that may arise and procedures for fixing those that require immediate attention
  - the main factors affecting the sustainability of irrigation practices in the local region
- The ability to:
  - identify signs of water stress in a crop or pasture
  - measure soil moisture by feel or mechanical aid
  - report on plant and soil moisture status

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
Prerequisites:
RUA AG1100EO  A Operate equipment
RUA AG1130 A  Perform routine maintenance
C. ASSESSMENT GUIDE (continued)

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: "Conduct Assessment in Accordance with an Established Assessment Procedure" and "Plan and Review Assessment."

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Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency should be assessed in the workplace.

Resources required beyond those normally found in a functioning agricultural workplace
Resources may include:
- a suitable operational flood or spray irrigation system for crops or pastures
- associated irrigation equipment, tools and materials
- water source and area to be watered
- irrigation equipment operation and maintenance manuals
- relevant legislation and regulations
- Codes of Practice
- relevant OHS information
- workplace guidelines and checklists, eg. safety, watering patterns or sequence
- irrigation recording and reporting documentation
- personal protective clothing and equipment

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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</table>

◊ Communicating - with water authority, supervisor and other farm staff
◊ Collecting, analysing and organising information - monitoring irrigation performance with a view to responding to flow rates variations and possible problems
◊ Planning and organising activities - preparing for a farm irrigation
◊ Working with others and in teams - in coordinating and performing a farm irrigation
◊ Using mathematical ideas and techniques - measuring times, flows and calculating irrigation data for records
◊ Solving problems - of gaps or overlapping in irrigation, of faulty irrigation components or structures
◊ Using technology - irrigation equipment, monitoring and recording devices
## Element of Competency: Regularly assess conditions of farm structures

<table>
<thead>
<tr>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>4131.1.1 Farm structures are checked for soundness from pests, corrosion and damage by the elements.</td>
</tr>
<tr>
<td>4131.1.2 Condition of farm structures is reported and recorded to enterprise requirements.</td>
</tr>
</tbody>
</table>

## Element of Competency: Plan new sheds, buildings and other structures

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>4131.2.1 New structures are drafted to local government requirements.</td>
</tr>
<tr>
<td>4131.2.2 New structures are costed and funds obtained.</td>
</tr>
<tr>
<td>4131.2.3 Engineering reports are obtained if necessary to determine foundation and structure dimensions.</td>
</tr>
</tbody>
</table>

## Element of Competency: Prepare a site and pour concrete

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>4131.3.1 Site is levelled and back filled to plan.</td>
</tr>
<tr>
<td>4131.3.2 Trenches for footings, plumbing, power, sewers, storm and mains water are dug and under floor work is completed to plan.</td>
</tr>
<tr>
<td>4131.3.3 Boxing is installed to plan.</td>
</tr>
<tr>
<td>4131.3.4 Appropriate concrete mixes are prepared and poured to plan.</td>
</tr>
<tr>
<td>4131.3.5 Suitable concreting tools and equipment are selected and used to lay and finish concrete.</td>
</tr>
</tbody>
</table>

## Element of Competency: Fabricate structures

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>4131.4.1 Suitable plant and equipment is selected and operated in workshops and in the field.</td>
</tr>
<tr>
<td>4131.4.2 Appropriate metal and wood joining techniques are used.</td>
</tr>
<tr>
<td>4131.4.3 Construction follows instructions on plan.</td>
</tr>
<tr>
<td>4131.4.4 Construction meets plan dimensions.</td>
</tr>
<tr>
<td>4131.4.5 Tools and equipment are used safely.</td>
</tr>
</tbody>
</table>

## Element of Competency: Dismantle structures

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<tbody>
<tr>
<td>4131.5.1 Obsolete structures are dismantled safely.</td>
</tr>
<tr>
<td>4131.5.2 Materials not required are disposed of to maintain neat and fire safe area.</td>
</tr>
</tbody>
</table>

## Element of Competency: Maintain land surrounding farm structures

<table>
<thead>
<tr>
<th>Performance Criteria</th>
</tr>
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<tbody>
<tr>
<td>4131.6.1 Farm structures are kept neat, tidy and fire safe.</td>
</tr>
</tbody>
</table>

### A. RANGE OF VARIABLES
- Farm structures may include:
  - Buildings, yards, stock handling structures, fences, water supply systems, roads, tracks, soil conservation works, irrigation and drainage channels, silage pits, grain and fodder storage, trellises, shelters and shadecloth drying racks
- Work is coordinated with licensed trades required to meet state/local government requirements
B. EVIDENCE GUIDE

Key Outcomes
- Assessment of condition of structures
- Planning for new improvements
- Construction of selection of improvements
- Maintenance of farm improvements and surrounding areas

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe manual handling systems and procedures
- safe operation and maintenance of machinery and equipment
- selection, use and maintenance of relevant personal protective clothing
Holistic Outcome
Farm structures are maintained and improved in accordance with enterprise policies and management instruction.

Underpinning knowledge and skills
- A basic working knowledge of:
  - local government requirement
  - drainage requirements around structures
- The ability to:
  - use range of workshop, hand and power tools
  - draw basic plans
  - read plans
  - complete range of earthworks to specification
  - fabrication in wood and steel

C. ASSESSMENT GUIDE
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Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit can be assessed independently.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

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Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.
**Industry:** Rural  
**Area of Competency:** Generic: Maintenance  
**Sector:** Beef Cattle Production

RUA AG4131EM A  
Maintain farm improvements (continued)

**Utilisation of Key Competencies in the Performance of this Unit**  
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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◊ **Communicating** - with maintenance personnel and farm workers  
◊ **Collecting, analysing and organising information** - on repair requirements  
◊ **Planning and organising activities** - on programmed maintenance  
◊ **Working with others and in teams** - to facilitate maintenance programs  
◊ **Using mathematical ideas and techniques** - to calculate and measure  
◊ **Solving problems** - of accelerated depreciation  
◊ **Using technology** - to repair and maintain  
◊ **Cultural understanding** - an awareness of community attitudes
LEVEL

3
**Industry:** Rural  
**Area of Competency:** Generic: Farm Safety  
**Sector:** Beef Cattle Production

This unit is intended for employees without direct supervision, and who may have some supervisory responsibility

<table>
<thead>
<tr>
<th>RUA AG3021OH A</th>
<th>Implement and monitor the enterprise OHS program</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Element of Competency</strong></td>
<td><strong>Performance Criteria</strong></td>
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| 3021.1 Provide information to farm workers about occupational health and safety in the industry and the farm’s health and safety procedures | 3021.1.1 Information on the farm OHS program is provided and clearly explained to all farm workers.  
3021.1.2 Relevant OHS legislation and Codes of Practice are clearly explained to farm workers.  
3021.1.3 Information about identified OHS hazards on the farm is provided and safe work procedures to be implemented are clearly explained to workers. |
| 3021.2 Implement and monitor the involvement of workers in maintaining the health and safety of all people in the rural workplace | 3021.2.1 Procedures whereby workers report OHS hazards, risks are assessed and action is taken to control risks, are clearly described to farm workers.  
3021.2.2 Issues raised through consultation with farm workers are promptly acted upon and referred to the owner/manager of the rural workplace. |
| 3021.3 Implement and monitor the farm procedures for identifying OHS hazards, assessing risks and maintaining effective control measures | 3021.3.1 Hazards which are identified are reported so that adequate risk assessment and effective control measures are implemented.  
3021.3.2 Work procedures to control OHS risks are implemented by farm workers and regular monitoring occurs to ensure ongoing adherence and effectiveness of risk control.  
3021.3.3 Inadequacies in existing risk control measures are identified, and measures to reduce exposure to OHS hazards through improved work processes and procedures raised with the owner/manager.  
3021.3.4 Inadequacies in allocation of resources on the farm to ensure safe work practice are identified and reported to the owner/manager. |
| 3021.4 Implement the farm procedures for dealing with emergencies affecting health and safety of people on the rural workplace | 3021.4.1 Farm procedures for dealing with OHS emergencies are implemented where necessary to ensure that prompt and effective control action is taken.  
3021.4.2 OHS emergencies are investigated and reported to identify their cause in accordance with established investigation procedures.  
3021.4.3 Suitable measures to prevent recurrence and minimise risk of OHS emergencies are discussed with the owner/manager and revised procedures implemented as necessary. |
| 3021.5 Administer first aid | 3021.5.1 Basic first aid principles used to preserve life and minimise injury prior to arrival of medical help. |
| 3021.6 Implement and monitor the farm procedures for maintaining occupational health and safety records | 3021.6.1 OHS induction and training needs of workers are recognised and arrangements made with the owner/manager to fulfil those needs.  
3021.6.2 OHS records for the farm are accurately and legibly kept in accordance with farm and legal requirements for maintenance of OHS hazards, risk control, injury and disease events. |
A. RANGE OF VARIABLES

The term “farm” is used to denote an agricultural or horticultural property, enterprise or workplace

- The implementing and monitoring of farm OHS programs is designed to achieve and maintain occupational health and safety standards in the workplace.
- This OHS competency involves supervision of the application of agricultural occupational health and safety principles and conformity with relevant legislation and Codes of Practice in each state, including the duties and responsibilities of all parties.
- It includes:
  - general duty of care, requirements for maintenance and confidentiality of records of occupational injury and disease, requirements for records relating to hazardous substances on farms, provision of information and induction and training, regulations and Codes of Practice including those relating to plant, hazardous substances, manual handling, noise, issue resolution, health and safety representatives and occupational health and safety committees in the larger agricultural/horticultural enterprises
  - The following range statements for Rural OHS Generic competencies for AQF 1 and 2 also pertain to: hazards in the workplace, hazards for which protective clothing or equipment is required, hazardous manual handling tasks, risks associated with animals, risks associated with bystanders, levels of health and fitness, OHS emergencies on rural workplaces
  - The accepted hierarchy of risk control, ranging from most effective control approaches to least effective:
    1. Eliminate the hazard
    2. Substitute a less hazardous process for the hazard
    3. Design or engineering control to reduce risk
    4. Change work practice
    5. Use of personal protective clothing or equipment
  - Where possible the hazard should be eliminated or a less hazardous process should be substituted. Where elimination of a hazard is not possible, work systems should be designed to reduce risk and safe work practice implemented/managed.

- It is a requirement that First Aid training be undertaken through registered training provider, eg. Red Cross, St. John.
- “Farm workers” include:
  - permanently employed farm hands and workers, casual workers, seasonal workers, contract workers, people resident on or visiting the farm
- Effective control action in emergencies may include the communication of the location and directions to emergency personnel
### B. EVIDENCE GUIDE

**Key Outcomes**
- Safe completion of work tasks by workers on the farm
- The safety of all persons on the farm

**OHS that impact upon the performance of this unit**
- OHS risk management is the basis of this unit
- OHS legislation, relevant regulations and Codes of Practice in each state

**Holistic Outcome**
OHS risk is minimised in the operation of a farm workplace.
This unit is intended for employees without direct supervision, and who may have some supervisory responsibility.

RUA AG3021OH A Implement and monitor the enterprise OHS program (continued)

B. EVIDENCE GUIDE

Underpinning knowledge and skills
- A basic working knowledge of the following should be evident:
  - significant hazards in the rural workplace
  - all relevant OHS legislation and Codes of Practice, consistent with the elements of competence
  - the hierarchy of OHS risk control and its implementation for hazards in agriculture and horticulture
  - literacy levels and communication skills of farm workers, including seasonal workers
  - suitable communication techniques
- The ability to:
  - demonstrate a mature approach to the daily application of safe working procedures

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
Demonstrated competence in the elements of this unit is essential to ensure compliance with relevant OHS legislation and associated regulations.

Interdependent assessment of units
This unit can be assessed independently.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.
Industry: Rural
Area of Competency: Generic: Farm Safety
Sector: Beef Cattle Production

This unit is intended for employees without direct supervision, and who may have some supervisory responsibility.

RUA AG3021OH A Implement and monitor the enterprise OHS program (continued)

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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</table>

◊ Communicating - with other workers and managers on the property, and the overall industry network
◊ Collecting, analysing and organising information - on hazard audits on the farm, and implementing relevant farm procedures
◊ Planning and organising activities - to implement hazard audits and safety procedures
◊ Working with teams and others - to implement farm safety procedures and programs
◊ Using mathematical ideas and techniques - to calculate costs, evacuation time, etc.
◊ Solving problems - in determining best possible option to reduce injury risk
◊ Using technology - to communicate and record OHS activities
Endorsed 98
Industry: Rural
Area of Competency: Generic: Maintenance
Sector: Beef Cattle Production

RUA AG3130EM A Manage maintenance (continued)

B. EVIDENCE GUIDE

Key Outcomes
Competency is to be assessed in the critical aspects of:
- Workshop layout:
  - clean, tidy and adequate for safe work
  - tools stored in an orderly fashion
  - records kept in safe, dry place
- Operators able to
  - use workshop equipment efficiently and safely
  - find particular tool quickly
  - well organised in setting up a job, e.g. changing a tractor tyre
- Workshop equipment in good working order
- Maintenance planning:
  - scheduling
  - compared to budget
  - records
  - roles of farm and service personnel
- Safety, first aid equipment and protective clothing in good working order

OHS issues that impact upon the performance of this unit
- Safe operating procedures for plant and machinery
- Use of personal protection equipment

Holistic Outcome
Machinery and equipment is maintained to manufacturers' recommendations to ensure trouble free and efficient operation under field conditions

Underpinning knowledge and skills
- A basic working knowledge of:
  - timing of operations
  - farm machinery and structures
  - maintenance processes
- The ability to:
  - communicate maintenance requirements
  - plan
  - maintain records of maintenance
  - layout workshop
  - identify space requirements for range of work
  - maintain suitable stocks of parts
C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications

Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority

There are no licensing requirements for this unit.

Interdependent assessment of units

Prerequisite:
RUA AG1130EM A Perform routine maintenance
RUA AG2130EM A Equip a workshop.

Qualifications of Assessor

Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

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Measures to ensure consistency in assessment

These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed

Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace

There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit

Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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◊ Communicating - with the full range of field staff and industry participants
◊ Collecting, analysing and organising information - on the enterprise and job specifications
◊ Planning and organising activities - of work teams and equipment
◊ Working with teams and others - to complete specified activities and operations
◊ Using mathematical ideas and techniques - in calculating job specifications
◊ Solving problems - accessing information from supervisors
◊ Using technology - to communicate, calculate and record
<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
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</table>
| 3202.1    Participate in staff selection | 3202.1.1 Staffing requirements are reported to enterprise management.  
3202.1.2 Potential recruits are identified and selected to enterprise policies.  
3202.1.3 Selected staff are informed of required performance standards.  
3202.1.4 Wages and conditions are negotiated to enterprise and industry standards.  
3202.1.5 Contracts of employment are completed. |
| 3202.2    Induct staff | 3202.2.1 New employees are introduced to other staff.  
3202.2.2 New employees are familiarised with work place.  
3202.2.3 New employees are familiarised with work and safety procedures and policies. |
| 3202.3    Organise work programs | 3202.3.1 Work plans are developed in consultation with management.  
3202.3.2 Staff are informed of duties to be undertaken.  
3202.3.3 Work activities are reviewed.  
3202.3.4 Staff opinions are sought and adopted as appropriate. |
| 3202.4    Develop teamwork | 3202.4.1 Actions are initiated to develop good teamwork and morale.  
3202.4.2 Staff contributions are acknowledged and rewarded. |
| 3202.5    Supervise staff | 3202.5.1 Effective contributions are acknowledged and rewarded.  
3202.5.2 Errors are corrected and required standards reinforced.  
3202.5.3 Efforts to reach required standards are encouraged.  
3202.5.4 Compliance with OHS policies and practices is ensured. |
| 3202.6    Review staff performance | 3202.6.1 Staff are trained to the standard required.  
3202.6.2 Staff performance is monitored on a daily basis.  
3202.6.3 Staff performance is reported to enterprise management.  
3202.6.4 Enterprise employment termination procedures are followed. |

A. RANGE OF VARIABLES

- Unless otherwise stated, directions, specifications and prescriptions come from management or other advisers and may include prescriptions for staffing plans. Staffing plans may include:
  - total annual staff numbers, seasonal staff numbers, total staffing budgets, staff classifications by job description, training and development policies, staff recruiting, policy restraints, reporting mechanisms
- Human resources may include:
  - family members (paid and unpaid), permanent and casual employees, contractors, volunteers, students on work experience, technical and professional support
- Contracts of employment may include task specific and general contracts of employment as well as special schemes to encourage on and off the job training and continuing education
- Records may be paper or computer based
- Development of teamwork may include staff meetings, communication and social events
- Contracts of employment will also include adherence to the enterprise OHS management program requirements
B. EVIDENCE GUIDE

Key Outcomes
Supervisors assist in staff selection and can induct staff, organise their work programs and develop teamwork and morale through effective supervision.

OHS issues impacting upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- systems to ensure that workers undertake OHS induction
- systems to ensure that workers safety skills are assessed and training provided
- systems to ensure that workers are involved in the identification and reporting of hazards to health and safety
- systems to ensure that risks are assessed by relevant workers
- systems to ensure that effective short term and long term OHS risk control measures are implemented

Holistic Outcome
The enterprise is appropriately staffed throughout the year, duties are performed to the standards required, teamwork and morale are developed, performance is reviewed and training carried out where required.

Underpinning knowledge and skills
- A basic working knowledge of:
  - human motivation and development
  - measure of efficiency
  - recruitment options
- The ability to:
  - organise people
  - analyse and make decisions
  - negotiate
  - train and supervise
- relevant industrial awards
- teams and teamwork
- supervision and training
- observe and measure
- interpersonal skills
- record and report
C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit can be assessed independently.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

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Organise human resources (continued)

C. ASSESSMENT GUIDE (continued)

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer's Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
Access to rural business which employs staff

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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</tbody>
</table>

◊ Communicating - with staff and management and applicants for jobs
◊ Collecting, analysing and organising information - wages and conditions, contracts
◊ Planning and organising activities - work programs every day
◊ Working with teams and others - with staff in their daily work
◊ Using mathematical ideas and techniques - wages and wage calculations, time sheets, productivity analyses
◊ Solving problems - with staff, unions, management and daily work
◊ Using technology - nil
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG3500BC A Select livestock for market

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
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</table>
| 3500.1 Identify market requirements | 3500.1.1 Market information is obtained to enterprise requirements.  
| | 3500.1.2 Market information is analysed to enterprise requirements.  
| | 3500.1.3 Withholding period is identified and met in accordance with manufacturers' labels.  
| | 3500.1.4 Type of stock to be selected for market is selected.  
| 3500.2 Select livestock | 3500.2.1 Livestock suitability is assessed against market requirements and enterprise Quality Assurance standards.  
| | 3500.2.2 Livestock for sale are identified.  
| | 3500.2.3 Sale livestock are drafted to enterprise and OHS requirements.  
| | 3500.2.4 Sale livestock are prepared for transportation and sale.  
| | 3500.2.5 Vendor declarations and documentation are completed  
| | 3500.2.5 Sale livestock are transported for sale in accordance with Animal Welfare Codes of Practice.  

A. RANGE OF VARIABLES

- Market information may include;
  - price trends, quantity and type of stock coming onto market, long term weather forecasts
- Information may be obtained from:
  - agents, consulting services, processors, other farmers, market reports, radio/television/internet
- Livestock suitability may be assessed by:
  - condition scoring, weighing, age, plan of nutrition, breed, pregnancy status, sex, production records, udder health, market requirements
- Preparation for market may include:
  - weighing, foot/horn paring, minimising chemical residues, tail tagging and recording, export slaughter requirements

B. EVIDENCE GUIDE

Key Outcome
It is critical for completion of this unit that:
- the provisions of animal welfare codes associated with preparation, transport and sale are known and adhered to.
- the candidate knows and understands the market/sale alternatives for cattle and the AUSMEAT livestock descriptions

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe livestock handling systems and procedures, including zoonoses control, transportation
- safe manual handling systems and procedures
- safe systems and procedures for outdoor work, including protection from solar radiation

Holistic Outcome
Marketing outcomes of the enterprise are maximised.
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG3500BC A  Select livestock for market (continued)

B. EVIDENCE GUIDE (continued)

Underpinning knowledge and skills
- A basic working knowledge of the following to the level of level 3:
  - market requirements
  - livestock selection
  - withholding periods after treatment
  - animal welfare and safety
- The ability to:
  - select livestock to meet market and enterprise QA requirements
  - arrange transportation

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit can be assessed independently.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

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Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG3500BC A  Select livestock for market (continued)

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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</tbody>
</table>

◊ Communicating - with market network
◊ Collecting, analysing and organising information - on market outlets
◊ Planning and organising activities - of marketing
◊ Working with teams and others - to achieve marketing targets
◊ Using mathematical ideas and techniques - to calculate price and margins
◊ Solving problems - of price fluctuation and cost increases
◊ Using technology - to communicate and calculate
RUA AG3501BC A Arrange transportation

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
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</thead>
<tbody>
<tr>
<td>3501.1 Determine transport requirements</td>
<td>3501.1.1</td>
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<td>3501.1.2</td>
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<tr>
<td></td>
<td>3501.1.3</td>
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<tr>
<td>3501.2 Source carriers</td>
<td>3501.2.1</td>
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<tr>
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<td>3501.2.2</td>
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<td>3501.2.3</td>
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<tr>
<td>3501.3 Obtain quotes</td>
<td>3501.3.1</td>
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<td>3501.3.2</td>
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<td>3501.3.3</td>
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<td>3501.3.4</td>
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<tr>
<td>3501.4 Transport plan determined</td>
<td>3501.4.1</td>
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<td>3501.4.2</td>
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<tr>
<td>3501.5 Comply with legislative requirements on stock transport.</td>
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<tr>
<td>3501.6 Notify recipients and arrange unloading.</td>
<td>3501.6.1</td>
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<td>3501.6.3</td>
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</tbody>
</table>

A. RANGE OF VARIABLES

- Information on carriers may be sourced from:
  - other producers, telephone and business directories, stock and station agents.
- Cartage conditions may include:
  - number of stock carried, method of transportation, number of stops/checks, how often stock are watered and fed (if necessary), truck preparation to minimise the effect of weeds and disease, safety and the use of electronic stock prods, qualification/reputation of transport agents
- Transport plan factors may include:
  - time of loading, type of loading and unloading facilities including, number of trucks, safety, number of stock per truck, watering and feeding points, travelling time, destination, condition of stock, whether cows are lactating, place of loading, labour requirements to load and unload safely, use of dogs and muzzles, delivery undertaken to agent or owner, time stock yarded to ensure emptying out, preparation of cattle, safety
- Legislative requirements may include:
  - movement of stock into or out of quarantine areas and across state borders, Model Code of Practice for the welfare of animals, Cattle, Code of Practice for the Land Transport of Cattle, Code of Best Practice for the Export of live cattle
- Communication may be by:
  - telephone, facsimile, letter, electronic means, verbal (face to face)
- Recipients of stock may include:
  - cattle producers, abattoirs, saleyards, shipping terminals, agents
- Negotiations with carrier regarding conditions include:
  - workers compensation and public liability insurance, identification to carrier of OHS hazards on-farm
RUA AG3501BC A  Arrange transportation (continued)

B. EVIDENCE GUIDE

Key Outcomes
- Safe and cost effective transport of stock to a range of potential recipients.
- Effective communication and planning to achieve the safe and effective transport of animals.

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- alert to others on the farm, including workers and family members, of planned presence of transport

Holistic Outcome
Stock transport outcomes of the enterprise are maximised.

Underpinning knowledge and skills
- A basic working knowledge of the following to the level appropriate to level 3:
  - costing alternatives
  - transport availability
  - arranging quotes
  - legislative requirements for transportation
  - cattle transportation requirements
  - Code of Practice for Welfare and Husbandry of Cattle
  - Code of Practice for Land Transport of Cattle
- The ability to:
  - organise quotes
  - comply with legislation
  - arrange transport
  - use telephone

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit can be assessed independently.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria’.
RUA AG3501BC A Arrange transportation (continued)

C. ASSESSMENT GUIDE (continued)

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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◊ Communicating - with buyers, breeders, and transport operators
◊ Collecting, analysing and organising information - on timetables and markets
◊ Planning and organising activities - of mustering and transport
◊ Working with teams and others - to facilitate transportation
◊ Using mathematical ideas and techniques - to calculate price and costs
◊ Solving problems - of delivery and loading
◊ Using technology - to communicate, calculate and conduct transactions
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG3502BC A Load and unload cattle

<table>
<thead>
<tr>
<th>Element of Competency</th>
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</table>
| 3502.1 Check facilities and equipment for sound working conditions | 3502.1.1 Required facilities and equipment are identified.  
3502.1.2 Facilities and equipment are checked for sound working order.  
3502.1.3 Repairs and maintenance are carried out. |
| 3502.2 Load cattle                                         | 3502.2.1 Cattle are mustered, yarded and counted.  
3502.2.2 Agreement is reached by loader and carrier of number and type of cattle.  
3502.2.3 Number is recorded to enterprise standards.  
3502.2.4 Identification and tail tags are applied as required.  
3502.2.5 Stock is loaded in compliance with animal welfare requirements and OHS legislation. |
| 3502.3 Inform recipient                                    | 3502.3.1 Recipient is notified of departure time, number and estimated time of arrival.  
3502.3.2 Carrier is given contact details of recipient. |
| 3502.4 Unload cattle                                       | 3502.4.1 Recipient and carrier unload cattle in safe manner to ensure no injury to personnel or cattle.  
3502.4.2 Agreement is reached on number of cattle and type unloaded.  
3502.4.3 Agreement is reached on condition of animals.  
3502.4.4 Number and condition of animals is recorded to enterprise standards. |
| 3502.5 Perform appropriate animal health procedures.       | 3502.5.1 Stock is sorted if required.  
3502.5.2 Animal health treatments are performed off truck as instructed.  
3502.5.3 Animals are fed and watered to enterprise requirements. |

A. RANGE OF VARIABLES

- Facilities may include:
  - yards, fixed loading ramps, portable loading ramps
- Equipment may include:
  - portable loading ramps, ropes, dogs, first aid kits
- Paperwork may include:
  - legislative requirements, notes to agents, animal health documents, carrier invoices, insurance requirements
- Animal health treatments may include:
  - drenching, vaccination, footbathing, dipping/backlining
Industry:    Rural  
Area of Competency:  Beef Cattle Generic  
Sector:  Beef Cattle Production  

RUA AG3502BC A  Load and unload cattle (continued)  

B. EVIDENCE GUIDE  

Key Outcomes  
• Cattle are safely and efficiently loaded and unloaded.  
• All stock are accounted for and all legislative requirements are met.  
• Animal health and handling issues are conducted efficiently and as required to enterprise requirements.  

OHS issues that impact upon the performance of this unit  
Relevant OHS hazards identification, risk assessment and risk control measures. These include:  
• safe livestock handling systems and procedures, including zoonoses control, transport  
• safe manual handling systems and procedures  
• safe systems and procedures for outdoor work, including protection from solar radiation  
• safe systems of work at heights - loaded truck  

Holistic Outcome  
Transport outcomes of the enterprise are maximised.  

Underpinning knowledge and skills  
• A basic working knowledge of the following to the level appropriate to level 3:  
  - cattle loading facilities  
  - animal health procedures  
  - OHS requirements  
  - paperwork for transportation  
  - Code of Practice for Welfare and Husbandry of Cattle  
• The ability to:  
  - load and unload livestock  
  - inspect loading equipment and organise repair if necessary.  
  - complete paperwork for transportation  
  - perform animal health treatments  

C. ASSESSMENT GUIDE  

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.  

Authority managing and conducting assessment, and issuing qualifications  
Authorised Registered Training Organisation (RTO).  

Special outcomes of assessment for purposes of licensing by a government or other authority  
There are no licensing requirements for this unit.  

Interdependent assessment of units  
This unit could be assessed in conjunction with the unit RUA AG3501BC A Arrange transportation and could be assessed with RUA AG3504BC A Implement cattle husbandry practices, RUA AG3509BC A Implement internal parasite programs and RUA AG3510BC A Implement external parasite control programs.
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG3502BC A Load and unload cattle (continued)

C. ASSESSMENT GUIDE (continued)

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
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<th>Communicating ideas &amp; information</th>
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<th>Planning &amp; organising activities</th>
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</table>

◊ Communicating - with transport operators
◊ Collecting, analysing and organising information - on available facilities and capacities
◊ Planning and organising activities - to facilitate loading/unloading of cattle
◊ Working with teams and others - to load/unload
◊ Using mathematical ideas and techniques - to calculate and load in line with code of practice
◊ Solving problems - of difficult conditions and poor facilities
◊ Using technology - to communicate and calculate
### Element of Competency Performance Criteria

<table>
<thead>
<tr>
<th>RUA AG3503BC A</th>
<th>Implement feeding plans</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Element of Competency</strong></td>
<td><strong>Performance Criteria</strong></td>
</tr>
</tbody>
</table>
| 3503.1 Monitor body weights and livestock condition | 3503.1.1 Cattle condition is assessed in line with feeding plan.  
3503.1.2 Production status of herd is identified  
3503.1.3 Available pasture of standing feed is assessed for quality and quantity. |
| 3503.2 Adjust feeding regime | 3503.2.1 Supplementary feeding methods are determined.  
3503.2.2 Start of supplementary feeding are determined.  
3503.2.3 Frequency of feeding are determined.  
3503.2.4 Paddocks are changed or supplementary feeding is introduced to maintain cattle body weights, condition or lactation. |
| 3503.3 Purchase supplementary feed | 3503.3.1 Suitable feeds are identified  
3503.3.2 Nutrient levels of feed are identified.  
3503.3.3 Basis for costing feeds are determined.  
3503.3.4 Feed is purchased in line with enterprise standards and buying limits. |
| 3503.4 Conserve feed to meet normal and abnormal conditions. | 3503.4.1 Suitable feed conservation methods are identified.  
3503.4.2 Feed is conserved and stored to enterprise standards.  
3503.4.3 Quantity of feed available is determined and matched to feeding plan. |

### A. RANGE OF VARIABLES

- Cattle condition may be assessed by:
  - weighing, condition scoring, lactation stag, Livestock Market Reporting System (LMRS)
- Feeding plans may include:
  - seasonal supplementary feeding pattern, fodder conservation plan, feed purchases, drought reserves, minimum livestock condition levels, production requirements, use of agistment
- Feeding methods may include:
  - staged introduction of grain feeding, feeding grain on the ground or in troughs, access to water, allowing adequate time to change over feedstuffs, ad lib feeding, restriction of movement, gradual introduction to feedstuffs, strip grazing
- Feed problems may include:
  - introduction of weeds, chemical residues, suitable quality feeds, trampling losses
- Feed conservation may include:
  - cutting hay or silage, feeding crops, irrigation, harvesting grain, standing pasture, pasture/hay setting
- Abnormal conditions may include destruction of fodder caused by:
  - fire, flood, drought, frost, insects, cyclones, hail, snow
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG3503BC A Implement feeding plans (continued)

B. EVIDENCE GUIDE

Key Outcomes
- The knowledge of cattle nutrition and the nutritional value of pasture and feedstuffs
- The accepted industry methods of cattle condition scoring and liveweight determination
- Planning and organisational skills

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe livestock handling systems and procedures, including zoonoses control
- safe manual handling systems and procedures
- machinery and vehicle safety when feeding out
- safe feed materials handling systems and procedures to reduce risk associated with organic dusts
- selection, use and maintenance of relevant personal protective clothing and equipment

Holistic Outcome
Livestock feeding outcomes of the enterprise are maximised

Underpinning knowledge and skills
- A basic working knowledge of the following to the level appropriate to level 3.
  - making feed available to meet livestock needs
  - supplementary feed values and problems associated with purchased feeds eg. weed seed
  - nutritive disorders in cattle and how to avoid them
  - paddock names/numbers
- The ability to:
  - make feed available to meet cattle requirements
  - buy feed
  - conserve feed
  - avoid health problems and feed disorders
  - treat abnormalities

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
Prerequisite:
RUA AG2500BC A Feed livestock.
This unit is a prerequisite for RUA AG4503BC A Develop feeding plans.
C. ASSESSMENT GUIDE (continued)

**Qualifications of Assessor**
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

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**Measures to ensure consistency in assessment**
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

**Where the unit is assessed**
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

**Resources required beyond those normally found in a functioning agricultural workplace**
Assessment will require that the individual has had exposure to a wide range of contingencies in this area. This can only be provided on the property over the range of seasons.

**Utilisation of key competencies in the performance of this unit**

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◊ Communicating - with feed suppliers
◊ Collecting, analysing and organising information - on nutrient requirements
◊ Planning and organising activities - to facilitate feeding strategies
◊ Working with teams and others - to implement programmed feeding plans
◊ Using mathematical ideas and techniques - to calculate quantity
◊ Solving problems - of feed on availability and procurement
◊ Using technology - to communicate and calculate.
## Industry: Rural

**Area of Competency:** Beef Cattle Generic

**Sector:** Beef Cattle Production

### Implement cattle husbandry practices

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| 3504.1 Prepare to treat cattle | 3504.1.1 Equipment is checked for safety and sound working order.  
3504.1.2 Site is prepared for treating cattle to industry standards and enterprise requirements.  
3504.1.3 Materials are checked and segmented if necessary. |
| 3504.2 Administer treatment | 3504.2.1 Cattle are mustered and yarded.  
3504.2.2 Cattle are caught and restrained in accordance with enterprise policy.  
3504.2.3 Treatments are carried out in accordance with enterprise policies, animal welfare Codes of Practice, manufacturers' specifications and required health and safety legislation.  
3504.2.4 Cattle are identified as required by Cattlecare guidelines  
3504.2.5 Cattle are released to avoid damage to animals or accidents to operators. |
| 3504.3 Return cattle to paddock | 3504.3.1 Route is prepared for movement of cattle to paddocks.  
3504.3.2 Herds are moved to correct paddocks in accordance with enterprise policies.  
3504.3.3 Gates are closed.  
3504.3.4 Return travel is undertaken in a safe manner. |
| 3504.4 Clean and store equipment. | 3504.4.1 Equipment is cleaned and maintained with manufacturers' instructions.  
3504.4.2 Equipment and materials is stored in accordance with enterprise policies, manufacturers' instructions and requirements and OHS legislation. |
| 3504.5 Monitor effectiveness of treatments. | 3504.5.1 Livestock is checked to observe the effectiveness of treatments.  
3504.5.2 Abnormalities are observed  
3504.5.3 Abnormalities are treated.  
3504.5.4 Information is given to the person in charge where appropriate. |

### A. RANGE OF VARIABLES

- Cattle husbandry practices may include:
  - foot treatment, trimming horns, giving injections, applying disinfectants, checking eyes and removing grass seeds, dipping, caustic treatment of horn buds, inspecting testicles, checking vulvas, drenching, weaning, castration
- Inspecting may include looking for:
  - lesions, abscesses, parasites, cancers, abnormal growths, lice/ticks
- Identification may be by:
  - eartags, ear marks, raddle, sprays, silicon chips, tattoos, collar tags, tail tags
- Equipment may include:
  - calf cradles, crushes, foot baths, dehorning equipment, drench guns, vaccinating guns, dips, scales, syringe
B. EVIDENCE GUIDE

Key Outcomes
- Planning and preparation of equipment and operations for cattle husbandry tasks are to industry standard.
- All tasks are carried out safely, humanely and to the expectation of community attitudes.

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe livestock handling systems and procedures, including zoonoses control measures, and taking into account cattle temperament
- safe manual handling systems and procedures
- safe systems and procedures for outdoor work, including protection from solar radiation
- safe systems and procedures for handling farm chemicals - for internal and external parasite control
- selection, use and maintenance of relevant personal protective clothing and equipment

Holistic Outcome
Husbandry operations of the enterprise maximise productivity.

Underpinning knowledge and skills
- A basic working knowledge of the following to the level appropriate to level 3:
  - cattle husbandry practices
  - equipment and preparations for treating cattle
  - record keeping
  - cattle treatments
  - animal health legislation and Codes of Practice.
- The ability to:
  - treat cattle
  - inspect stock and recognise problems
  - clean and store equipment
  - record information
  - use treatment equipment and preparations
  - recognise cattle identification methods
  - move cattle
Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**
Authorised Registered Training Organisation (RTO).

**Special outcomes of assessment for purposes of licensing by a government or other authority**
There are no licensing requirements for this unit.

**Interdependent assessment of units**
This unit could be assessed in conjunction with units RUA AG1500BC A Carry out basic beef cattle handling duties, RUA AG2501BC A Muster and move cattle, RUA AG3509BC A Implement internal parasite control programs and RUA AG3510BC A Implement external parasite control programs.

**Qualifications of Assessor**
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: "Conduct Assessment in Accordance with an Established Assessment Procedure" and "Plan and Review Assessment."

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**Measures to ensure consistency in assessment**
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer's Guide for the unit.

**Where the unit is assessed**
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

**Resources required beyond those normally found in a functioning agricultural workplace**
There are no additional resources required for assessment of this unit.

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**Utilisation of key competencies in the performance of this unit**
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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- Communicating - with other farm personnel and industry suppliers
- Collecting, analysing and organising information - on relevant husbandry practices
- Planning and organising activities - for care, feeding or treatment.
- Working with teams and others - to complete husbandry tasks
- Using mathematical ideas and techniques - to calculate dose rate, withholding periods etc.
- Solving problems - of ensuring adequate nutrition and disease prevention
- Using technology - to communicate and calculate
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG3505BC A  Prepare for calving

<table>
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| 3505.1 Organise cow nutrition in late pregnancy and calving | 3505.1.1 Nutritional levels required for optimal calving results are identified.  
3505.1.2 Effects of inadequate nutrition are identified.  
3505.1.3 Feed requirements for cows are arranged and documented in consultation with supervisor. |
| 3505.2 Organise feed supplies for late pregnancy/calving | 3505.2.1 State of pregnancy and number of cows in herd are matched to paddock conditions.  
3505.2.2 Conditions that warrant the introduction of supplementary feeding are identified.  
3505.2.3 Cows are conditioned to feeding routine. |
| 3505.3 Prepare paddocks for calving. | 3505.3.1 Paddocks are matched to herd size and age of cows.  
3505.3.2 Paddocks that protect cows and calves from adverse environmental conditions identified.  
3505.3.3 Fences, water points and yards are checked and repaired.  
3505.3.4 Shelter and housing are prepared as instructed. |
| 3505.4 Implement predator control measures. | 3505.4.1 Predators that kill or injure calves are identified.  
3505.4.2 Predator activity is monitored and reported.  
3505.4.3 Predator control plan is implemented.  
3505.4.4 Safe work practices are adhered to to minimise risks to domestic animals and humans. |
| 3505.5 Perform husbandry procedures | 3505.5.1 Preventative operations for health of cows are carried out according to health strategy.  
3505.5.2 Calving assistance is planned.  
3505.5.3 Cows are conditioned to human movement where stock are to be assisted. |

A. RANGE OF VARIABLES

- Environmental conditions include:
  - cold, wet, windy weather; hot weather, the effect of wind chill factor, snow, feed/water supplies
- Predators may include:
  - dogs (domestic and wild), dingoes, wild pigs
- Control of predators may include:
  - shooting, trapping, poisoning, fencing, spot or neon lighting, guard dogs
- Preventative health operations may include:
  - vaccinations, drenches
Industry:   Rural
Area of Competency :   Beef Cattle Generic
Sector:   Beef Cattle Production

RUA AG3505BC A   Prepare for calving  (continued)

B.  EVIDENCE GUIDE

Key Outcomes
- The preparation and planning of the calving program
- Assessment and provision of adequate nutrition
- Control of predators and external risks

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe livestock handling systems and procedures, including zoonoses control (including Q Fever)
- safe manual handling systems and procedures
- safe feed materials handling systems and procedures to reduce risk associated with organic dusts
- safe systems and procedures for outdoor work, including protection from solar radiation
- safe firearms handling and storage systems
- safe systems and procedures for handling farm chemicals - drenches, vaccines, baits
- selection, use and maintenance of relevant personal protective clothing and equipment

Holistic Outcome
Breeding outcomes of the enterprise are maximised.

Underpinning knowledge and skills
- A basic working knowledge of the following to the level appropriate to level 3:
  - cow nutrition requirements
  - livestock feeds and feeding
  - pasture and livestock grazing arrangements
  - predator control and legislative requirements
  - husbandry procedures
  - calving routines
  - poison safety and legislation
  - firearm safety and legislation
- The ability to:
  - feed pregnant cows
  - implement predator control strategies
  - manage pastures and cow grazing
  - perform husbandry practices

C.  ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit could be assessed in conjunction with Unit RUA AG3503BC A Implement feeding plans, RUA AG2502BC A Monitor cows from joining to calving, RUA AG2503BC A Carry out calving duties and RUA AG2504BC A Carry out calf marking duties
Industry: Rural  
Area of Competency: Beef Cattle Generic  
Sector: Beef Cattle Production  

C. ASSESSMENT GUIDE (continued)

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

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Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
Background information on nutritional requirements, actual feeding strategies and herd breeding information required to relate assessment to the actual property.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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◊ Communicating - with the property network  
◊ Collecting, analysing and organising information - on calving times and individual herd requirements  
◊ Planning and organising activities - and facilities in line with calving requirements  
◊ Working with teams and others - to achieve high calving percentages  
◊ Using mathematical ideas and techniques - to calculate herd requirements  
◊ Solving problems - of adverse weather and maintaining nutritional levels  
◊ Using technology - to communicate and calculate
### Element of Competency: Determine calf marking procedures

<table>
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| 3506.1 Determine husbandry practices at marking. | 3506.1.1 Environmental conditions are assessed.  
3506.1.2 Condition and age of calves are assessed.  
3506.1.3 Operations to be carried out at calf marking are planned in consultation with the farm manager.  
3506.1.4 Methods and sequence of operations are determined.  
3506.1.5 Clean marking sites are identified |
| 3506.2 Organise equipment and materials | 3506.2.1 Equipment, materials and health treatments are ordered.  
3506.2.2 Equipment is checked and maintained to enterprise standards.  
3506.2.3 Faults are rectified to enterprise standards.  
3506.2.4 Equipment is moved to calf marking site. |
| 3506.3 Determine staffing requirements at marking | 3506.3.1 Staffing needs are assessed for calf marking.  
3506.3.2 Calf marking operators are determined.  
3506.3.3 Suitably briefed staff are organised and scheduled for the planned procedures.  
3506.3.4 Safety requirements are communicated to staff. |
| 3506.4 Monitor calf marking | 3506.4.1 Progress is checked during calf marking.  
3506.4.2 Herd health is monitored.  
3506.4.3 Marking results are recorded as part of management planning. |

### A. RANGE OF VARIABLES

- Operations to be carried out may include:
  - removal of testes or the application, emasculation of vas deferens, of rings to testes, ear marking, drenching, vaccination, ear tagging, disbudding, branding
- Equipment may include:
  - First Aid kit, marking knives, cradles/crush, drench guns, methylated spirit, portable yard/gates, ear tags, ring applicator and rings, ear marking pliers, grinding stones, vaccinating guns and needles, dehorning equipment, tattooing equipment, branding irons and heat source
- Calf marking operators may include:
  - casual or permanent staff, family labour, contractors, neighbours (time trade)
- Materials may include:
  - protective clothing
- Health treatments may include:
  - antiseptic (liquid and powder), drench, vaccine, disinfectant
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG3506BC A Determine calf marking procedures (continued)

B. EVIDENCE GUIDE

Key Outcomes
- Planning and organisation of equipment, labour and materials are to industry standard.
- Communication and coordination of labour is suitable for task.
- OHS issues are recognised and dealt with.

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe livestock handling systems and procedures, including zoonoses control, safe use of knives and tools
- safe manual handling systems and procedures
- safe systems and procedures for application of veterinary chemicals
- safe systems and procedures for outdoor work, including protection from solar radiation
- selection, use and maintenance of relevant personal protective clothing and equipment

Holistic Outcome
Calf marking procedures are conducted to maximise return at minimum cost and stress.

Underpinning knowledge and skills
- A basic working knowledge of the following to the level of level 3:
  - calf marking practices
  - animal health practices
  - animal welfare code of practice
  - calf marking equipment
  - pregnancy checking procedures
  - cow nutrition
  - livestock behaviour
- The ability to:
  - plan calf marking activities
  - monitor calf marking progress and outcomes

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit could be assessed in conjunction with units RUA AG2503BC A Carry out calving duties, RUA AG2504BC A Carry out calf marking duties and RUA AG1500BC A Carry out basic beef cattle handling duties
C. ASSESSMENT GUIDE (continued)

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

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Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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</table>

- Communicating - with other property personnel
- Collecting, analysing and organising information - on herd bloodlines and calving data
- Planning and organising activities - of marking team
- Working with teams and others - to complete calf marking
- Using mathematical ideas and techniques - to calculate volumes and percentages
- Solving problems - of mismothering and mustering
- Using technology - to communicate and calculate.
Industry: Rural  
Area of Competency: Beef Cattle Generic  
Sector: Beef Cattle Production  

<table>
<thead>
<tr>
<th>RUA AG3507BC A</th>
<th>Rear calves</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Element of Competency</strong></td>
<td><strong>Performance Criteria</strong></td>
</tr>
<tr>
<td>3507.1</td>
<td>Determine plan for rearing calves.</td>
</tr>
<tr>
<td>3507.1.1</td>
<td>Environmental conditions and available resources are assessed for suitability and readiness.</td>
</tr>
<tr>
<td>3507.1.2</td>
<td>Human resources are assessed and rostered.</td>
</tr>
<tr>
<td>3507.1.3</td>
<td>Current information including Animal Welfare requirements are researched and evaluated for suitability to the enterprise.</td>
</tr>
<tr>
<td>3507.1.4</td>
<td>Costing options in materials and time are identified and recorded.</td>
</tr>
<tr>
<td>3507.15</td>
<td>Plan for rearing calves is devised using assembled information and available resources.</td>
</tr>
<tr>
<td>3507.2</td>
<td>Carry out plan for rearing calves using assembled information and available resources.</td>
</tr>
<tr>
<td>3507.2.1</td>
<td>Equipment and materials are checked and identified for correct operation in line with operating instructions.</td>
</tr>
<tr>
<td>3507.2.2</td>
<td>Routine for feeding and observation is carried out at prescribed feeding intervals.</td>
</tr>
<tr>
<td>3507.2.3</td>
<td>Small and less vigorous calves are identified and separated from others for specialist feeding.</td>
</tr>
<tr>
<td>3507.2.4</td>
<td>Calves are separated as required for routine husbandry or animal health procedures.</td>
</tr>
<tr>
<td>3507.2.5</td>
<td>Hygiene protocol in environment and feeding is maintained according to property guidelines.</td>
</tr>
<tr>
<td>3507.2.6</td>
<td>Progress and development of calves is monitored regularly through weighing and/or visual appraisal.</td>
</tr>
<tr>
<td>3507.2.7</td>
<td>Welfare and health abnormalities are treated promptly and reported to the appropriate authority.</td>
</tr>
</tbody>
</table>
A. RANGE OF VARIABLES

- Information sources may be:
  - Departments of Agriculture/Primary Industries, Breed Societies, other farmers, veterinarians
- Equipment may include:
  - suitable shedding, pens, deep litter, washable troughs and teat feeding equipment
  - water supply for washing up and drinking, hoppers or troughs for pellets or grain, hay feeders, vermin and damp proof feed storage facilities
  - simple veterinary products, eg. electrolyte solutions, antibloat, antiscour, vaccine, vitamins/minerals as needed
  - weighing scales, tube feeding equipment, syringes, needles and spirit, drenching equipment, tattoo equipment, ear tags temporary or permanent collars, stored/artificial colostrum
- Plan for rearing calves includes:
  - determining basis for choice of calves to be raised (need for replacements, objective performance of parents etc)
  - types of shelter, choice of milk/milk replacer, choice of feeding methods,
  - choice of introduction to solid feeds, how much to feed
  - the full range of welfare considerations including the Code of Welfare for Cattle, record keeping, individual ID, problems, growth (weights), feeding details, procedures, eg. vaccinations, disbudding, tattooing
- Staff training may include:
  - teaching calves to drink, observing and assessing performance, changes in behaviour and visual changes indicating stress, prevention and management of stress, disease prevention and management
- Stock needs may include:
  - suitable shelter, warmth, cleanliness, ventilation, adequate nutrition, freedom from stress, disease prevention/management
- Routine procedures may include:
  - vaccinations, disbudding, tattooing, infection control
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

B. EVIDENCE GUIDE

Key Outcomes
- Planning and human resource management is suitable for the rearing of calves.
- Husbandry skills and knowledge are adequate to maximise calf survival.

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe livestock handling systems and procedures, including zoonoses control (including Q Fever)
- safe manual handling systems and procedures
- safe systems and procedures for outdoor work, including protection from solar radiation

Holistic Outcome
Calf rearing outcomes of the enterprise are maximised.

Underpinning knowledge and skills
- A basic working knowledge of the following to the level appropriate to level 3:
  - calf feed requirements
  - roughage for rumen development
  - the importance of colostrum
  - calf feeding systems
  - calf husbandry operations
  - the use of milk replacers
  - calf weaning strategies
- The ability to:
  - identify abnormal conditions and report or react promptly in line with instructions
  - safely and humanely feed and care for calves.

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
Prerequisites:
RUA AG2503BC A Carry out calving duties
RUA AG2500BC A Feed livestock.
C. ASSESSMENT GUIDE (continued)

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
<th>Collecting, analysing &amp; organising information</th>
<th>Planning &amp; organising activities</th>
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<th>Using mathematical ideas &amp; techniques</th>
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</table>

◊ Communicating - with property owner and other staff  
◊ Collecting, analysing and organising information - on feed regimes and rearing facilities  
◊ Planning and organising activities - of regular feeding routines  
◊ Working with teams and others - to provide optimum nutritional requirements  
◊ Using mathematical ideas and techniques - to calculate volumes and schedules  
◊ Solving problems - of infection and feeding difficulties  
◊ Using technology - to monitor health and record keeping
<table>
<thead>
<tr>
<th>Industry:</th>
<th>Rural</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area of Competency:</td>
<td>Beef Cattle Generic</td>
</tr>
<tr>
<td>Sector:</td>
<td>Beef Cattle Production</td>
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</table>

**RUA AG3508BC A**  Determine herd health and welfare strategies

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
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</thead>
</table>
| 3508.1 Assess potential herd health problems. | 3508.1.1  Herd health problems are identified.  
3508.1.2  Extent of individual health problems are ascertained.  
3508.1.3  Frequency of individual health problems is determined. |
| 3508.2 Devise herd health preventative strategy. | 3508.2.1  Annual program of health treatments are determined.  
3508.2.2  Vaccines, drenches and other health treatments are purchased and stored to OHS legislated requirements.  
3508.2.3  Codes of Practice are integrated into stock health program.  
3508.2.4  Routine cattle health operations are programmed and performed in a manner to maintain chemical efficiency.  
3508.2.5  Animal health treatments/operations are provided to all stock on arrival in line with established health strategies. |
| 3508.3 Implement a cattle health contingency plan | 3508.3.1  Quarantine/isolation plan is devised for new or sick stock.  
3508.3.2  Control measures are employed to prevent spread of communicable diseases. |
| 3508.4 Implement animal health strategy | 3508.4.1  Cattle care procedures are implemented  
3508.4.2  Employees are briefed on stock health program  
3508.4.2  Stock health program is implemented in accordance with manufacturers’ directions, enterprise policy and OHS legislated requirements. |
| 3508.5 Apply animal welfare Codes of Practice. | 3508.5.1  Codes of Practice are obtained from the relevant authorities.  
3508.5.2  Animal health practices are monitored to ensure conformity to the relevant Code of Practice. |
| 3508.6 Take remedial action. | 3508.6.1  Cattle are monitored for evidence of health problems.  
3508.6.2  Diagnosis is made systematically and with reference to all symptoms/signs and checked against specialist advice where any doubt exists.  
3508.6.3  Treatment is planned in relation to animal health diagnosis and Animal Welfare Codes of Practice.  
3508.6.4  Action is taken or medication given in accordance with veterinary guidelines and enterprise policy and OHS legislated requirements.  
3508.6.5  Withholding periods are observed according to manufacturers’ instructions.  
3508.6.6  Records are kept accurately in accordance with industry requirements and enterprise policy.  
3508.6.7  Notifiable diseases are identified and regulatory requirements implemented.  
3508.6.8  Individual animals treated are identified and the treatment recorded. |
### A. RANGE OF VARIABLES

- Potential herd health problems may include:
  - Ketosis, Lumpy jaw, Tick fever, Bloat, White scours, Pink eye, Foot rot, Grass tetany, Johne’s Disease, Warts, Leptospirosis, Anthrax (rarely)
- Health treatments may include:
  - drenching, foot paring, vaccinations, pink-eye control, dipping, etc
- Stock health program may include:
  - breeding objectives, worm counts, the use of professional advice, pasture grazing plan, health treatment observation policy
- Codes of Practice may include:
  - relevant legislation and regulations, Code of Best Practice for Export of Live Cattle, Code of Practice for Land Transport of Cattle, Model Code of Practice for the Welfare of Animals - Cattle
- Control measures may include:
  - quarantine, stock disposal, prepare clean paddocks, stock proof fencing, appropriate treatment

### B. EVIDENCE GUIDE

#### Key Outcome
An understanding of contemporary animal welfare issues and the appropriate treatments and handling of disease and injury

#### OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe livestock handling systems and procedures, including zoonoses control measures
- safe manual handling systems and procedures
- safe systems and procedures for outdoor work, including protection from solar radiation
- safe systems and procedures for handling farm chemicals - for internal and external parasite control
- selection, use and maintenance of relevant personal protective clothing and equipment

#### Holistic Outcome
Animal health and welfare issues of the enterprise are understood and implemented.

#### Underpinning knowledge and skills

- A basic working knowledge of the following to the level appropriate to level 3:
  - animal health and abnormalities
  - preventative practices
  - contingency planning
  - animal welfare Codes of Practice
  - veterinary medicines and their use
  - quarantine
  - A basic working knowledge of vaccine types and their administration
- The ability to:
  - plan stock health strategies
  - implement stock health programs
C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications

Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority

There are no licensing requirements for this unit.

Interdependent assessment of units

This unit could be assessed in conjunction with unit RUA AG13504BC A Implement cattle husbandry practices as well as units RUA AG3509BC A Implement parasite control programs, RUA AG3510BC A Implement external parasite control programs, RUA AG4505BC A Manage natural mating and RUA AG4506BC A Manage artificial breeding and embryo transfer programs.

Qualifications of Assessor

Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment

These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed

Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace

There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit

Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
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</tr>
</tbody>
</table>

◊ Communicating - with stock inspectors and veterinarians
◊ Collecting, analysing and organising information - on disease prevention and management
◊ Planning and organising activities - for health strategy implementation
◊ Working with teams and others - to optimise herd health
◊ Using mathematical ideas and techniques - to calculate dose rates and maintain stock records
Solving problems - of disease outbreak and control
Using technology - to communicate and administer treatment

<table>
<thead>
<tr>
<th>Industry:</th>
<th>Rural</th>
</tr>
</thead>
<tbody>
<tr>
<td>Area of Competency:</td>
<td>Beef Cattle Generic</td>
</tr>
<tr>
<td>Sector:</td>
<td>Beef Cattle Production</td>
</tr>
</tbody>
</table>

RUA AG3509BC A  Implement internal parasite control programs

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>3509.1 Collect faecal samples for testing</td>
<td>3509.1.1 Faecal collecting equipment is prepared. 3509.1.2 Stock is restrained for collection. 3509.1.3 Faecal samples are taken ensuring stock are not injured. 3509.1.4 Faecal samples are prepared and transported in suitable conditions.</td>
</tr>
<tr>
<td>3509.2 Analyse results</td>
<td>3509.2.1 Internal parasites are identified. 3509.2.2 Size of infestation is determined. 3509.2.3 Control program is devised. 3509.2.4 Drench suitability is matched to control program.</td>
</tr>
<tr>
<td>3509.3 Assemble and check drenching equipment</td>
<td>3509.3.1 Drenching equipment is checked and maintained to manufacturers’ recommendations. 3509.3.2 Equipment is calibrated to check accuracy of dose rates.</td>
</tr>
<tr>
<td>3509.4 Determine dose rate</td>
<td>3509.4.1 Representative sample of herd is weighed and assessed to determine dose rates. 3509.4.2 Type and amount of drench is determined in accordance with label instructions. 3509.4.3 Drenches are rotated to avoid parasite resistance in line with animal health strategies. 3509.4.4 Manufacturers’ recommendations are followed in calculating dose rates.</td>
</tr>
<tr>
<td>3509.5 Purchase veterinary supplies</td>
<td>3509.5.1 Type and amount of drench is ordered. 3509.5.2 Drenches are purchased, transported and stored to legislative requirements.</td>
</tr>
<tr>
<td>3509.6 Select relevant PPE</td>
<td>3509.6.1 PPE requirements for safe application identified and purchased if not available.</td>
</tr>
<tr>
<td>3509.7 Administer drenches</td>
<td>3509.7.1 Weather conditions are checked for suitability. 3509.7.2 Cattle are confined to maximise efficacy and treatment. 3509.7.3 Cattle are controlled to avoid injury or stress. 3509.7.4 Equipment is calibrated for each mob. 3509.7.5 Drench is administered hygienically and consistently to all animals and in accordance with farm policy and industry Codes of Practice, and OHS legislated requirements. 3509.7.6 Treated animals are identified. 3509.7.7 Treatments are recorded according to farm policy. 3509.7.7 Withholding periods are observed and treated animals identified to ensure isolation from infected herds.</td>
</tr>
<tr>
<td>3509.8 Clean and store equipment and materials</td>
<td>3509.8.1 Health treatments are stored to manufacturers’ recommendations and legislated requirements. 3509.8.2 Equipment is cleaned and stored to enterprise requirements.</td>
</tr>
</tbody>
</table>
| 3509.9 Return cattle to clean paddocks | 3509.9.1 Stock are counted out and numbers recorded.  
3509.9.2 Stock are moved over route that has been appropriately prepared.  
3509.9.3 Stock are moved with minimal stress and risk of injury.  
3509.9.4 Each herd is returned to clean paddocks prepared in advance. |
A. RANGE OF VARIABLES

- Internal parasite control programs need to include grazing strategies such as rotational grazing or grazing with other species such as sheep.
- The implementation of internal parasite control programs may not involve faecal sampling. On the majority of occasions, programs will be implemented as a part of overall annual health strategies or in response to subjective criteria.
- Internal parasites may include:
  - worms, bacteria, fluke
- Drenching equipment may include:
  - drench guns, overhead gantry, yards, drenches, scales, races, gates, back packs
- Storage requirements may include:
  - safety, access, warning signs, temperature, security for spillage
- Faecal collecting equipment may include:
  - plastic bags, plastic gloves, sample jars, kits supplied by Department of Agriculture, portable coolers (esky type), Primary Industries
- Right conditions may include:
  - temperature, cleanliness, timeliness
- Operators purchasing or using health treatments must take note of expiry dates, withholding periods and manufacturers’ specifications.
- Relevant testing may be carried out by:
  - Department of Agriculture, veterinarians Primary Industries, own resources, pastoral houses
- Equipment cleaning may include:
  - sterilise by chemicals, boiling in water
- Enterprise policy and requirements will include consideration of:
  - manufacturers’ requirements, OHS legislated requirements

B. EVIDENCE GUIDE

Key Outcomes

- Internal parasites are recognised and treated with correct drench/chemical treatment.
- Chemicals are used safely and in accordance with OHS requirements.
- Internal parasite management programs are organised and implemented.

OHS issues that impact upon the performance of this unit

Relevant OHS hazards identification, risk assessment and risk control measures. These include:

- safe livestock handling systems and procedures, including zoonoses control measures
- safe manual handling systems and procedures
- safe systems and procedures for outdoor work, including protection from solar radiation
- safe systems and procedures for handling farm chemicals
- selection, use and maintenance of relevant personal protective clothing and equipment

Holistic Outcome

The management outcomes of internal parasites for the enterprise is maximised.
Underpinning knowledge and skills

- A basic working knowledge of the following to the level appropriate to level 3:
  - grazing management strategies used in internal parasite control
  - internal parasites and their control
  - drenching equipment
  - drenches and their efficiency
  - management practices at drenching
  - safe use of animal health products
  - relevant Codes of Practice for cattle health and welfare.

- The ability to:
  - collect faecal samples
  - assemble and check drenching equipment
  - select drenching dose rates
  - calibrate drenching equipment
  - weigh cattle
  - drench cattle
  - clean and store equipment
  - return cattle to clean paddocks
  - keep records

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit could be assessed with RUA AG1500BC A Carry out basic beef cattle handling duties, RUA AG2501BC A Muster and move cattle and RUA AG3504BC A Implement cattle husbandry practices.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.”
RUA AG3509BC A    Implement internal parasite control programs (continued)

C. ASSESSMENT GUIDE (continued)

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
Normally occurring resources and veterinary products should be made available in the workplace. Assessment can readily be carried out using small mobs and conditions simulated in a training environment.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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</tbody>
</table>

◊ Communicating - with veterinary medicine suppliers and animal health personnel.
◊ Collecting, analysing and organising information - on parasite control and management
◊ Planning and organising activities - for sampling and anthelmintic administration
◊ Working with teams and others - to complete drenching records
◊ Using mathematical ideas and techniques - to calculate dosage and infestation
◊ Solving problems - of large parasite infestations
◊ Using technology - to administer veterinary medicine
<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
</table>
| 3510.1 Identify external parasites | 3510.1.1 Cattle are inspected for external parasites.  
3510.1.2 Type of external parasite are identified.  
3510.1.3 Extent and severity of infestations are determined.  
3510.1.4 Scope of treatment is determined in relation to type of parasites and severity of infestations. |
| 3510.2 Determine treatment | 3510.2.1 Advice is sought where necessary.  
3510.2.2 Appropriate chemicals are identified to avoid unnecessary contamination.  
3510.2.3 Chemical treatment is selected.  
3510.2.4 Information is assessed on urgency and proportion of herd infected.  
3510.2.5 Place of treatment is selected. |
| 3510.3 Assemble equipment, materials and health preparations. | 3510.3.1 Equipment is checked and maintained to manufacturers’ recommendations.  
3510.3.2 Equipment is calibrated to manufacturers’ recommendations and enterprise standards.  
3510.3.3 Expiry dates on health preparations are checked for currency of use.  
3510.3.4 Quantity of health preparations are determined. |
| 3510.4 Prepare site for treatment | 3510.4.1 Equipment and material is assembled at treatment site.  
3510.4.2 Method of site drainage is determined.  
3510.4.3 Site is cleaned and prepared in readiness for use. |
| 3510.5 Select relevant PPE | 3510.5.1 PPE requirements for safe application identified and purchased if not available. |
| 3510.6 Treat affected cattle | 3510.6.1 Cattle are handled and treated to avoid injury or undue risk to stock or handler(s).  
3510.6.2 Chemical safety procedures are followed in accordance with manufacturers’ instructions.  
3510.6.3 Treatments are prepared in accordance with prior instructions and manufacturers’ specifications.  
3510.6.4 Treatments are administered hygienically and consistently to all animals and in accordance with industry Codes of Practice and enterprise policies.  
3510.6.6 Mobs/animals are identified to ensure isolation where necessary.  
3510.6.7 Chemicals safety information is observed to avoid poisoning of operator. |
| 3510.7 Clean up treatment site. | 3510.7.1 Cattle residues are removed or destroyed.  
3510.7.2 Equipment is cleaned to manufacturers’ recommendations.  
3510.7.3 Health preparations are stored to enterprise standards and legislative requirements. |
| 3510.8 Return cattle to paddocks | 3510.8.1 Route is prepared for mobs to return to paddocks.  
3510.8.2 Mobs are quietly moved to paddocks in a controlled manner to minimise stress. |
A. RANGE OF VARIABLES

- External parasites may include:
  - lice, biting lice, sucking lice, ticks, itch mite, mange, buffalo fly, buffalo louse
- Place of treatment may include:
  - in yards, plunge dips, in paddock, loading races
- Equipment may include:
  - water pump, temporary yards, pour on treatments, dips, tanks, spray dips/shower dips
- Scope of treatment may be for individual cattle or the entire herd.
- Residues may include:
  - chemical residues, insect corpses
- Withholding periods observed for:
  - meat consumption, handling, other

B. EVIDENCE GUIDE

Key Outcomes

- Safe and correct use of chemicals in the treatment of parasites
- Correct management of a parasite control program
- Proper care and handling of stock.

OHS issues that impact upon the performance of this unit

Relevant OHS hazards identification, risk assessment and risk control measures. These include:

- safe livestock handling systems and procedures, including zoonoses control measures
- safe manual handling systems and procedures
- safe systems and procedures for outdoor work, including protection from solar radiation
- safe systems and procedures for handling farm chemicals
- selection, use and maintenance of relevant personal protective clothing and equipment

Holistic Outcome

The control of external parasites is maximised.

Underpinning knowledge and skills

- A basic working knowledge of the following to the level appropriate to +level 3:
  - what chemical and veterinary health labels mean
  - how to apply veterinary chemicals
  - external parasites and how to identify them
  - methods of external parasite control
- The ability to:
  - use chemicals to treat external parasites
  - use equipment and facilities for parasite control
  - prepare treatment sites
  - treat affected cattle
  - clean up treatment sites according to regulations
  - manage livestock after treatment
  - disposal of containers according to regulations
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG3510BC A Implement external parasite control programs (continued)

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed
‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit could be assessed in conjunction with unit RUA AG3504BC A Implement cattle husbandry practices,
as well as units RUA AG3509BC A Implement parasite control programs and RUA AG3510BC A Implement
external parasite control programs.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a
minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment
Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against
this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who
has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be
conducted by an individual or a group of people complying with the above criteria’.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the
unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural
workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
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<tr>
<th>Communicating ideas &amp; information</th>
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<th>Planning &amp; organising activities</th>
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◊ Communicating - with animal health practitioners and farm staff
◊ Collecting, analysing and organising information - on parasite control
◊ Planning and organising activities - of dipping and chemical administration
◆ **Working with teams and others** - to administer external parasite controls
◆ **Using mathematical ideas and techniques** - to calculate dose rates
◆ **Solving problems** - of large infestations
◆ **Using technology** - to estimate levels of infestation
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG3511BC A Care for working dogs

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
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</table>
| 3511.1 Determine type of dog | 3511.1.1 Roles required of dogs on the individual property are identified.  
3511.1.2 Suitable breeds/strains of dogs are identified for prescribed role.  
3511.1.3 Breed or strain of dog is matched to intended role. |
| 3511.2 Source dogs | 3511.2.1 Information on breeds/strains are obtained.  
3511.2.2 Breeders are contacted about availability of suitable dogs.  
3511.2.3 Dogs are inspected against selection criteria.  
3511.2.4 Dog is selected and purchased. |
| 3511.3 Implement basic obedience training | 3511.3.1 Basic obedience training requirements are identified.  
3511.3.2 Training program is developed.  
3511.3.3 Training program is implemented. |
| 3511.4 Train dogs to work cattle. | 3511.4.1 Dogs are introduced to small herds of cattle.  
3511.4.2 Dogs are worked in small herds in a controlled area.  
3511.4.3 Dog is restrained and controlled when not working.  
3511.4.4 Dogs are introduced to working larger herds and bigger areas. |
| 3511.5 Determine maintenance needs of dogs | 3511.5.1 Facilities and equipment are identified and provided.  
3511.5.2 Dog diets are determined and provided in line with individual requirements and planned work program.  
3511.5.3 Preventative health treatments are arranged in line with veterinarians recommendations.  
3511.5.4 Legislated requirements and registration are facilitated. |

A. RANGE OF VARIABLES

- Dogs may be selected for:
  - heading/paddock, yarding, droving, guard duties, temperament (non-biting), eye/bark, sex, breed, loading, age
- Diseases may include:
  - heartworm, hydatids, distemper, tapeworm, parvo virus, kennel cough, fleas, mange
- Veterinary treatments may include:
  - worm treatments, vaccination, desexing, flea treatments
- Basic obedience training may include:
  - sit, come and stay commands
- Facilities may include:
  - collar, chain, identity tags, shade, water, kennels
- Diet may consist of:
  - prepared dog foods, scraps, vegetables, meat, cooked offal, cereals, dry food
- Health treatments may include:
  - roundworm tablets, tick treatments, vaccinations for distemper, parvo, heartworm tablets, flea treatments
Industry: Rural  
Area of Competency: Beef Cattle Generic  
Sector: Beef Cattle Production

RUA AG3511BC A Care for working dogs (continued)

### B. EVIDENCE GUIDE

#### Key Outcomes
- Care of dogs to the level of legislative requirements
- An understanding of canine health and nutrition
- Effective training for specific purposes

#### OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe animal handling systems and procedures, including zoonoses control measures (Hydatid, tetanus)
- safe manual handling systems and procedures
- safe systems and procedures for outdoor work, including protection from solar radiation

#### Holistic Outcome
The utility of working dogs in the enterprise is maximised.

#### Underpinning knowledge and skills
- A basic working knowledge of the following to the level of level 3:
  - types of dogs
  - dogs instincts towards the trainer
  - dog behaviour
  - dog training methods
  - legislated requirements
  - dog health
  - dog breeding
- The ability to:
  - determine dog requirements
  - train dogs
  - select dogs
  - maintain dogs

### C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

#### Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

#### Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.
Interdependent assessment of units

This unit can be assessed independently.

Qualifications of Assessor

Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment

These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed

Unit should be assessed in the workplace.

Resources required beyond those normally found in a functioning agricultural workplace

There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit

Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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◊ Communicating - with property network
◊ Collecting, analysing and organising information - on breeds and sources
◊ Planning and organising activities - for training dogs
◊ Working with teams and others - to adequately train dogs
◊ Using mathematical ideas and techniques - to determine dimension and quantity
◊ Solving problems - of poorly trained or disobedient dogs
◊ Using technology - to communicate
## RUA AG3512BC A Service and repair bores and windmills

### Element of Competency Performance Criteria

<table>
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| **3512.1** Install and equip bores according to specialist advice | 3512.1.1 Bore hole is fitted out to suit the installation.  
3512.1.2 Column is installed as specified.  
3512.1.3 Power head is installed in line with installation plans |
| **3512.2** Establish bore history | 3512.2.1 Bore history is established through inspection and property records.  
3512.2.2 Property policy for repairs is established in consultation with the manager or supervisor.  
3512.2.3 Contractors are engaged as instructed for specialist tasks. |
| **3512.3** Carry out bore repairs | 3512.3.1 Bore is pulled using standard industry techniques and sequences.  
3512.3.2 Worn and faulty parts are identified and replaced as required.  
3512.3.3 Lost equipment is retrieved through fishing using manufactured tools.  
3512.3.4 Bore head is checked for visible faults and wear according to programmed procedures.  
3512.3.5 Pump is stripped, repaired and reassembled to restore working function. |
| **3512.4** Provide support for the completion of power head repairs | 3512.4.1 With direction from specialists diesel motors are stripped for repair in accordance with repair manual.  
3512.4.2 Repairs are completed and motor reassembled.  
3512.4.3 Motors are run and tested to ensure designed performance is restored. |
| **3512.5** Repair windmills | 3512.5.1 Mill is immobilised and sails restrained and removed from head as required.  
3512.5.2 Mill head is stripped and repairs completed in accordance with repair manual.  
3512.5.3 Mill is reassembled and test run to ensure that it is pumping to specification. |
| **3512.5** Provide support for the service and repair of pumps | 3512.5.1 Under specialist direction bore pumps are stripped and checked for repair and breakage.  
3512.5.2 Worn or defective parts are replaced or repaired as required using standard industry techniques.  
3512.5.3 Pumps are reassembled and test run on site to ensure full function and flow is restored. |

### A. RANGE OF VARIABLES

- Establishing bore history may include the recording of the following detail:
  - Driller’s report, depth and location, when established, specification of casing and perforations, life of other bores in the area, hydrological data for the area, equipment used on the bore, flow rates, water quality, maintenance history, equipment changes, stock watering
A. RANGE OF VARIABLES (continued)

- Property policy for repairs may include consideration of:
  - expertise available, bore accessibility, estimated costs, urgency of repairs, support required, relevant maintenance programs
- Pulling of bores for repair may involve:
  - fitting clamps, removing rods and columns, laying out of rods and columns, identifying worn or faulty parts, examining for and noting lime deposits, checking rods for straightness, checking spacers for wear, checking liners, checking buckets, checking foot valves and submersibles, checking for loose bolts, checking stability of block, sand pumping
- Fishing for lost equipment may include:
  - identifying what is down the bore, identifying location of lost equipment, manufacturing suitable tools, rigging the bore for retrieval
- Snags may include:
  - lime deposits, incorrectly matched bore casing, collapsed casing, blocked or collapsed screens
- Programmed procedures for the checking of the bore head may include the checking of:
  - belt condition, glands, pulleys, vibration or noise, slipping, throwing, or loose belts, low flows, correct rotation, worn parts, bearings
- Repair of pumps may include the checking and replacement of:
  - liners, buckets, impellers, seals, bearings
- Stripping and maintenance of diesel motors may include checks and repair of:
  - injectors, fuel pumps, air or fuel filters, pistons, bearings, internal components
- Windmill repairs may include the repair of:
  - mill blades, fan structure, mill head, differential head, gear box

B. EVIDENCE GUIDE

Key Outcomes

- Bore equipment is installed and bores equipped
- Bore histories are established to assist with trouble shooting
- Necessary bore repairs are carried out using contract assistance as required
- Bore power heads are serviced and repaired in line with maintenance program or breakdown.
- Windmills are repaired as required including scheduled maintenance
- Pumps are serviced and repaired to restore normal working function

OHS issues that impact upon the performance of this unit

- Relevant OHS hazards identification, risk assessment and risk control measures
  - safe operating procedures
  - safe manual handling systems and procedures
  - safe systems and procedures for outdoor work, including protection from solar radiation
  - selection, use and maintenance of relevant personal protective equipment
- Secure attachment of drilling equipment is ensured
- A clear understanding of communication signs between operators
### Industry: Rural

**Area of Competency:** Beef Cattle

**Sector:** Beef Cattle Production

<table>
<thead>
<tr>
<th>RUA AG3512BC A</th>
<th>Service and repair bores and windmills (continued)</th>
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#### B. EVIDENCE GUIDE (continued)

- Concentration on the task at hand
- Servicing windmills includes the need to ensure that sails are locked off before personnel are allowed onto the tower.
- Particular attention should be paid to the avoidance of hand injuries when using pipe handling equipment and tools.

#### Holistic Outcome

Working function of bores, windmills and associated equipment maintained to ensure water supplies are maintained for stock.

#### Underpinning knowledge and skills

- A basic working knowledge of:
  - bores and windmills construction and maintenance
  - diesel engine maintenance and repair
  - drive systems and components
- The ability to:
  - act resourcefully in the completion of on site repairs
  - efficiently repair pumps and windmills
  - carry out mechanical repairs
  - quickly identify faults and deterioration
C. ASSESSMENT GUIDE
Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed
‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit can be assessed independently.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a
minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment
Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against
this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who
has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be
conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the
unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural
workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.
Industry: Rural
Area of Competency: Beef Cattle
Sector: Beef Cattle Production

RUA AG3512BC A Service and repair bores and windmills (continued)

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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◊ **Communicating** - with contractors and parts suppliers
◊ **Collecting, analysing and organising information** - on bore histories and water requirements
◊ **Planning and organising activities** - for bore and windmill repair
◊ **Working with teams and others** - to facilitate effective repairs and maintenance
◊ **Using mathematical ideas and techniques** - to calculate volume, speed and distance
◊ **Solving problems** - of breakdown or unavailability of spares
◊ **Using technology** - to calculate and trouble shoot
Industry: Rural  
Area of Competency: Beef Cattle Generic  
Sector: Beef Cattle Production

<table>
<thead>
<tr>
<th>RUA AG3513BC A  Implement vertebrate pest control programs</th>
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<td><strong>Element of Competency</strong></td>
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| 3513.1 Assess vertebrate pest control in line with calving strategy | 3513.1.1 Evidence of pest infestation is determined.  
3513.1.2 Severity and extent of infestation and damage is assessed.  
3513.1.3 Pre-operation checks and services of pest control equipment are completed in line with industry standards and relevant legislation. |
| 3513.2 Control vertebrate pests | 3513.2.1 Pre-operation checks and services of pest control equipment are completed in line with industry standards and relevant legislation.  
3513.2.2 Personal protective equipment is fitted according to industry standards and relevant legislation.  
3513.2.3 Safeguards are employed to ensure that targeted pests are controlled and all other species remain unharmed.  
3513.2.4 Records of pest control applications are kept to industry standards and relevant legislation. |
| 3513.3 Dispose of pests and control agents. | 3513.3.1 Vertebrate pests carcasses and other specified pests are disposed of to industry standards.  
3513.3.2 Control agents are removed and disposed of to industry standards and relevant legislation. |

A. RANGE OF VARIABLES

- Pest may include:  
  - foxes, donkeys, dingo, camels, cats, dogs, rabbits, pigs, birds, feral goats
- Agents used in prevention and control treatment or management can include:  
  - herbicides, fungicides and insecticides, mechanical means including shooting, trapping or electric devices, vaccines, antibiotics, medicines, poisons, baits, vector release, biologically active agents, growth regulators, ripping warrens
- Approval may be required from relevant public authorities.
- Safe working practices may include:  
  - identifying hazards, mixing and applying chemicals, signage, appropriate records, handling, use of clothing and personal protective equipment
  - If chemicals are used, instructions for storage, transport, use (label and off label) and disposal are followed accurately and withholding periods are observed.
  - Equipment is in good working order and regularly tested and/or calibrated
  - If a chemical is used, the label is a legal document and is binding on users.
  - Each State or Territory has Acts, Regulations and Codes of Practice as well as Australian Standards and Codes relating to pest control, manual handling, storage of chemicals, atmospheric contamination, labelling of workplace substances, Materials Safety Data Sheets information guidance and Codes for transportation of dangerous goods
- Application methods may include:  
  - air or ground methods, injection, ripping warrens, drench, spray or fumigation
- Integrated Pest Management can include one or more methods in combination:  
  - cultivation or mechanical means, biological control, species selection, chemical application
- Integrated Health Management may include:  
  - hygiene, husbandry, quarantine, chemical and biological means
### Industry:
Rural

### Area of Competency:
Beef Cattle Generic

### Sector:
Beef Cattle Production

**RUA AG3513BC A** Implement vertebrate pest control programs  (continued)

**B. EVIDENCE GUIDE**

### Key Outcomes
- The safe use of chemicals, correct targeting, destruction/removal of pests and the maintenance of the subsequent environment.
- A responsibility of due care and humane treatment as required by the relevant regulations, Acts and Codes of Practice.

### OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe manual handling systems and procedures
- safe systems and procedures for outdoor work, including protection from solar radiation
- safe firearms handling and storage systems and procedures
- safe explosives handling systems and procedures
- safe systems and procedures for handling farm chemicals - vaccines, poisons, baits, etc.
- Selection, use and maintenance of relevant personal protective clothing and equipment

### Holistic Outcome
Vertebrate pest management for the enterprise is safe and efficient.

### Underpinning knowledge and skills
- A basic working knowledge of the following to the level of level 3:
  - acquired from recognised farm chemical users training program
  - reports and records of pest management are available
  - accreditation in a recognised farm chemical users training program will provide the competencies
  - First Aid kit available
  - the sustainable farming of livestock includes the knowledge and implementation of appropriate management
  - techniques in relation to Native Vegetation Acts with particular attention to potential soil degradation and destruction of flora and fauna
- The ability to:
  - implement integrated management systems
C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
With respect to chemical usage and firearm usage assessment may be critical.

Interdependent assessment of units
This unit could be assessed with RUA AG2007CH A Prepare chemicals and biological agents, RUA AG2008CH A Maintain equipment and RUA AG2009CH A Apply chemicals and biological agents.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
Assessment will require a range of resources applicable for control programs specific to the region or property. The cooperation of neighbours in providing a range of experience in this area will enhance the capabilities of the individual.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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◊ Communicating - with regulatory authorities and property managers
◊ Collecting, analysing and organising information - on actual infestation and control methods
Planning and organising activities - for control programs
Working with teams and others - to implement control activities
Using mathematical ideas and techniques - to calculate dosage and levels of infestation
Solving problems - of diverse pest infestations
Using technology - to communicate
Monitor weather conditions

### Element of Competency Performance Criteria

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| 3514.1 Obtain weather information | 3514.1.1 Weather information is accessed on a regular basis.  
3514.1.2 Weather information is reported to staff as necessary.  
3514.1.3 Weather information is recorded for future reference. |
| 3514.2 Determine implications of weather information | 3514.2.1 Weather information is considered in relation to current operations / situations.  
3514.2.2 Likely impact of weather on staff, livestock, produce crops, feed and property is assessed and reported.  
3514.2.3 Actions are determined to minimise loss of or damage to staff, livestock, fodder, produce or other physical resources.  
3514.2.4 Work programs are revised in response to changing weather conditions. |
| 3514.3 Implement actions in response to changing weather conditions | 3514.3.1 Staff are advised of actions to take in response to changing weather conditions.  
3514.3.2 Actions are initiated to protect staff, stock, crops, fodder and property.  
3514.3.3 Regular updates are obtained during weather related crisis.  
3514.3.4 Appropriate actions are initiated when crisis is over. |

### A. RANGE OF VARIABLES

- Weather information may include:
  - reports, warnings, data collected on property, interpretive tools such as Rainman (DPIEQLD), grazier alerts
- Warnings may include:
  - fire, flood, wind, rain, hail, storms, cyclones, snow, dust, frost, rapid changes in temperature or weather conditions
- Weather reports and information may be accessed by:
  - radio, T.V., computer modem, electronic mail, fax, telephone, newspapers, word of mouth, weather station on property
- Actions include provision of:
  - shelter, shedding livestock, covering fodder, moving fodder, fire fighting equipment, auxiliary power supplies, moving stock

### B. EVIDENCE GUIDE

#### Key Outcomes

- An understanding of how weather forecasting can relate to property management
- The development of contingency planning related to weather

#### OHS issues that impact upon the performance of this unit

Relevant OHS hazards identification, risk assessment and risk control measures. These include:

- safe livestock handling systems and procedures, including zoonoses control
- safe manual handling systems and procedures
- emergency preparedness

#### Holistic Outcome

Property/enterprise function is maximised in all weather contingencies.
RUA 98

Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG3514BC A Monitor weather conditions (continued)

B. EVIDENCE GUIDE (continued)

Underpinning knowledge and skills
- A basic working knowledge of the following to the level appropriate to level 3:
  - climate and weather
  - how weather conditions impact on farming and grazing activities
  - effects of wind and rain on wind chill
  - effects of wind chill on metabolism of animals
- The ability to:
  - relate forecasts to impact on current activities/operations
  - related weather conditions to decision making

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
Could be assessed with husbandry operations and those associated with OHS and outdoor operation.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

C. ASSESSMENT GUIDE

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
There are a wide range of available information sources which may be accessed and much of the content of
this unit can be assessed in simulated situations. The observation and identification of the triggers and evidence of differing weather conditions can only be observed over time in the workplace situation.
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG3514BC A Monitor weather conditions (continued)

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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- Communicating with weather information agencies
- Collecting, analysing and organising information - on weather predictions
- Planning and organising activities - to minimise adverse effects on the cattle herd
- Working with teams and others - to collate all available information on weather
- Using mathematical ideas and techniques - to calculate climatic incidence
- Solving problems - of adverse weather
- Using technology - to access a range of information sources
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG3515BC A Establish pastures and crops

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
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</table>
| 3515.1 Prepare paddocks for pasture or crop production | 3515.1.1 Paddocks are selected for pasture or crop production through the identification of a range of factors.  
3515.1.2 Paddocks are treated to control weeds and seed beds prepared in accordance with enterprise requirements.  
3515.1.3 Equipment is used safely and in accordance with manufacturers’ instructions. |
| 3515.2 Sow pastures or crops | 3515.2.1 Pasture seed mix or crop type is selected.  
3515.2.2 Chemicals are applied to control pests if desired.  
3515.2.3 Seed is mixed, lime pelleted and inoculated if necessary.  
3515.2.4 Seed is sown in accordance with equipment manufacturers’ guidelines and enterprise requirements.  
3515.2.5 Sown seedbed is managed in accordance with enterprise requirements.  
3515.2.6 Equipment is used safely and in accordance with manufacturers’ instructions.  
3515.2.7 Farm records are maintained in accordance with enterprise policy. |
| 3515.3 Treat pastures or crops | 3515.3.1 Pests are identified and control methods implemented.  
3515.3.2 Fertiliser is applied to achieve required production. |

A. RANGE OF VARIABLES

- Paddock treatment prior to sowing may include the utilisation of cattle to control weeds
- Factors to be considered in establishing pastures and crops may include:
  - soil and environmental conditions, alternative crops, silage production, feed requirements, new cultivars available, paddock history, intended life span, summer or winter crops, disease and pest control, pasture renovation, hay production, type of livestock carried, vertebrate pests, intended use, rainfall, water availability, costs and returns considered, chemical free weed control
- Pests may include:
  - army worm, grass grub, grasshoppers, lucerne flea, snails, native fauna, cut worm, locusts, earthmite, crickets, rabbits
- Weeds includes all plants not required in the pasture
B. EVIDENCE GUIDE

Key Outcomes

- The successful establishment of pasture and crop feed to supplement cattle production
- Effective environmental management and safe work practices

OHS issues that impact upon the performance of this unit

Relevant OHS hazards identification, risk assessment and risk control measures. These include:

- safe tractor operation and maintenance
- safe machinery and equipment systems, maintenance and procedures
- safe manual handling systems and procedures
- safe systems and procedures for handling farm chemicals - seed treatments
- selection, use and maintenance of relevant personal protective clothing and equipment

Holistic Outcome

The pasture and fodder requirements of the enterprise are maximised.

Underpinning knowledge and skills

- A basic working knowledge of the following to the level appropriate to level 3:
  - types of grasses and clovers
  - pasture mixes/hay mixes
  - livestock nutritional requirements
  - influence of pastures on stock health
  - chemical free weed control
- The ability to:
  - operate machinery and equipment
  - calibrate boomspray and drill and fertiliser spreader
  - identify pests, diseases
  - identify pasture species
  - identify and control weeds
  - handle chemicals safely and in accordance with the label
  - collect soil and tissue samples
  - operate an irrigation system
  - mix and inoculate seed
- The sustainable farming of livestock includes the knowledge and implementation of appropriate management techniques in relation to the Native Vegetation Acts with particular attention to potential soil degradation and distinction of flora and fauna.

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications

Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority

There are no licensing requirements for this unit.

Interdependent assessment of units

This unit is a prerequisite for RUA AG4521DY A Develop and implement a pasture and crop management plan and could be assessed in conjunction with relevant generic units such as RUA AG2101EO A Operate property vehicles, RUA AG2102EO A Operate tractors and RUA AG1100EO A Operate equipment.
C. ASSESSMENT GUIDE (continued)

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
Planning and enterprise management issues considerations can be readily assessed through simulation exercises in a training situation. Actual sowing and soil treatment procedures need to be assessed in the workplace.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
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<th>Planning &amp; organising activities</th>
<th>Working with teams &amp; others</th>
<th>Using mathematical ideas &amp; techniques</th>
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- Communicating - with seed and fertiliser suppliers and contractors
- Collecting, analysing and organising information - on varieties, techniques and pests
- Planning and organising activities - of pasture and crop establishments
- Working with teams and others - to efficiently complete sowing
- Using mathematical ideas and techniques - to calculate area and seeding rates
- Solving problems - of machinery breakdown and adverse weather conditions
- Using technology - to communicate and monitor
Industry: Rural  
Area of Competency: Beef Cattle  
Sector: Beef Cattle Production

<table>
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| 3516.1 Monitor horse health and condition | 3516.1.1 Regular monitoring as a part of daily routines identifies signs of ill health and poor condition in property horses.  
3516.1.2 Horses in need of attention are mustered or caught as required and condition reported and recorded.  
3516.1.3 Prescribed treatments are administered under supervision of the veterinarian or property manager |
| 3516.2 Break horses | 3516.2.1 Horses caught & handled in line with property policy & relevant OHS legislation.  
3516.2.2 Mouthing/flexing completed in line with industry/enterprise practices.  
3516.2.3 Tack fitted and horse educated and broken to saddle in line with property policy.  
3516.2.4 Regular handling and education maintains horse response. |
| 3516.3 Perform advanced horse riding activities | 3516.3.1 "Green" or uneducated horses ridden as a part of work routines & in line with relevant OHS legislation.  
3516.3.2 Cattle mustered with horses as part of a mustering team in line with property policy. |
| 3516.4 Provide non-veterinarian horse health care | 3516.4.1 Routine prophylactic procedures completed in line with planned periodical drenching and vaccination programs.  
3516.4.2 Injuries, lameness or symptoms of illness individual horses recognised and reported according to property procedures.  
3516.4.3 The need for specialist veterinary intervention recognised and reported as required.  
3516.4.4 Horse first aid treatment applied according to prescribed procedures.  
3516.4.5 Quarantine/ isolation procedures of injured or infected horses carried out according to property practise. |

A. RANGE OF VARIABLES

- All horse handling activities must be carried out in compliance with the relevant Codes of Practice for Animal Welfare and Handling of Horses.
- Breaking of horses may include a number of activities including:
  - grooming, rugging, shoeing, riding in confined and open areas, stockwork in confined and open areas
- Initial handling of unbroken horses may include:
  - approaching the unbroken horse, fitting halters, fitting neck collars, use of industry recognised handling strategies
- Mouthing may be carried out using:
  - lunging, long reins, restraints, other industry/enterprise practices
- Breaking to saddle may include:
  - riding in an enclosed yard, riding in the open
- Common ailments of stockhorses may include:
  - lower limb injury, respiratory diseases, infectious skin diseases, eye injuries, tendon and ligament injuries, lacerations and abrasions, viral, fungal or bacterial infections, internal or external parasites, nutritional disorders and colic
RUA AG3516BC A Perform advanced level horsemanship activities (continued)

RANGE OF VARIABLES (continued)

- Horse health programs may include:
  - programmed feeding routines and nutrition aligned with work requirements, supplementary electrolyte drenching programs (depending on work & climatic conditions), internal parasite control programs, external parasite control programs, hoof and lower limb care programs, teeth maintenance programs
- Horse nutrition and feeding programs may be influenced by the following factors:
  - paddock conditions, the presence of native or introduced pasture species, feeding/mastication/teeth problems, hierarchical social problems in the mob, differing demands of age, sex, work, growth and pregnancy, mineral requirements, availability of supplementary feeds

B. EVIDENCE GUIDE

Key Outcomes
- Horse health and condition regularly monitored to ensure health maintenance.
- Horses broken in line with property policy
- Advanced horse riding activities completed as required.
- Non veterinarian horse health programs completed as required.

OHS issues that impact upon the performance of this unit
All horse handling procedures must comply with the provisions of the Workplace Health and Safety Acts and regulations.

Holistic Outcome
Property horses handled effectively and efficiently

Underpinning knowledge and skills
- A basic working knowledge of:
  - property policy for working horses
  - horse behaviour and phycology
  - breaking in and training
  - assessing horse confirmation and capabilities
  - basic anatomy and physiology of a horse
  - anatomy of the lower limbs of horses
- The ability to:
  - identify common horse ailments
  - quickly develop an empathy with the horse or horses in their care
  - handle horses for routine procedures
  - effectively assess horse needs and capabilities
  - shoe horses
  - break, train and work horses effectively
C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines' for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit can be assessed independently.
C. ASSESSMENT GUIDE (continued)

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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</table>

- Communicating - with other property personnel
- Collecting, analysing and organising information - on horse and horse working requirements
- Planning and organising activities - for working horses or mustering
- Working with teams and others - to achieve property goals
- Using mathematical ideas and techniques - to calculate distance and quantity
- Solving problems - of difficult conditions or fractious horses
- Using technology - to communicate with the property network
<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
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</table>
| 3517.1 Operate feed mills and equipment | 3517.1.1 Stockfeed mills and associated equipment are operated according to manufacturers’ specifications.  
3517.1.2 Prescribed feedlot ration mixes are interpreted, and feed ingredients are blended in line with management specifications.  
3517.1.4 Manual or electronic records of feed milling and mixing are maintained in line with property policy.                                                                 |
| 3517.2 Identify beef cattle           | 3517.2.1 Beef cattle are identified by appearance using appropriate technology.  
3517.2.2 Legal and management requirements for cattle identification are observed in cattle handling activities.  
3517.2.3 Stock declarations are completed and records kept as instructed.                                                                                   |
| 3517.3 Monitor the health of feedlot cattle | 3517.3.1 Individuals or pens of cattle are inspected for health and condition.  
3517.3.2 Individual cattle or pens of cattle are identified by pen riders and reported as per standard procedures for the establishment.                          |
| 3517.4 Inject cattle                  | 3517.4.1 Vaccines and/or other prescribed medicines or treatments are administered to cattle in line with veterinarians instructions.  
3517.4.2 Treatment details are recorded in feedlot records.                                                                                                  |
| 3517.5 Feed cattle                    | 3517.5.1 Feed deliveries are monitored for quality, deterioration and contaminants and abnormalities are reported to supervisors/management.  
3517.5.2 Trucks or trailers are loaded with feed mix in line with daily feed routines.  
3517.5.3 The correct quantities of feed mix are delivered to troughs according to feeding schedules.                                                     |
| 3517.6 Maintain hygiene               | 3517.6.1 Sheds are maintained in a clean, tidy and hygienic condition.  
3517.6.2 Feed and water troughs are cleaned and refilled as required according to property policy.                                                             |
| 3517.7 Move cattle in feedlots        | 3517.7.1 Individual cattle, groups or pens of cattle are identified and shifted to designated locations.                                                                                                             |
A. RANGE OF VARIABLES

- Feed mills may include roller, grinder, or hammermills
- Stockfeed mills and associated equipment may include:
  - truck, feedout truck, front end loader, tractor, fork lift, silage stack extractor, skid steer loader, boiler operation, stem roller mill, dry roll mill, hammer mill, computer, mill intake equipment, mill product transfer equipment, fire control equipment
- Feed operations may include:
  - lubricate equipment, check for worn, loose or damaged parts, and adjust, perform milling, clean up after use
- Categories of beef cattle may be classified by terms which may include:
  - breed or breed cross, age (including dentition), sex, condition, lactation, colour markings, earmarks, brands or other identification methods such as tattoos, tags
- Classes of feedlot cattle may include:
  - finishing steer calves, yearling steers, two-year-olds, growing steers, dry/pregnant mature cows, cows nursing calves
- Feedlot records of veterinary medicine will be kept manually or on computer recording systems
A. RANGE OF VARIABLES

- Feed contaminants may include:
  - chemical residues, weevils, mould, rubbish or other undesirable inclusions
- Tractors may include
  - 2- or 4-wheel drive, front end loaders, crawlers
- Vehicles may include:
  - tractors, motor cycles, cars, utilities, trucks, a range of trailers
- Equipment may include:
  - forklifts, augers, conveyors, elevators, silos, hydraulic equipment, chainsaws, stationary engines, pumps, excavators, spraying equipment
- Pre-start checks may include:
  - fuel, water, oil, brake and transmission fluid levels, battery water and electrolyte levels, tyres, belts, leads, hydraulic lines and connections, air cleaners, air conditioners, brakes according to manufacturers’ recommendations
- Injections may be subcutaneous, intramuscular or intravenous; records of the prescribed medicines administration must be kept and the withholding periods observed
- Prescribed medicines are stored and maintained according to manufacturers’ specifications
- Stock should be moved calmly, with a minimum of stress to operators and animals, with regard to good animal husbandry, stockmanship and the principles and practices of animal welfare
- Sheds, troughs and pens are maintained in a clean and hygienic manner
- The procedures, must comply with the provisions of the Workplace Health and Safety Acts, their regulations and Codes of Practice.

B. EVIDENCE GUIDE

**Key Outcomes**

- feed mills and equipment operated and maintained as required
- beef cattle identified and relevant health requirements completed
- regular observation of feedlot cattle is carried out to evaluate health and condition
- health treatments administered as required
- feeding operations completed regularly
- overall hygiene maintained in the feedlot

**OHS issues that impact upon the performance of this unit**

- Relevant OHS hazards identification, risk assessment and risk control measures
  - safe operating procedures
  - safe manual handling systems and procedures
  - safe systems and procedures for outdoor work, including protection from solar radiation
  - selection, use and maintenance of relevant personal protective equipment
- Safety in cattle handling depends on:
  - the stock (age, sex, breed, weight, horn status, stress, temperament, training of the animal)
  - the facilities and conditions (state of repair, size and design of yards and/or feedlots, manways, slippery surfaces, and the restraint including crushes, head balls)
  - the activity/operation being performed
  - the hygiene, alertness, clothing
  - planning procedure sequences
  - and the competence of the handler
Industry: Rural  
Area of Competency: Feedlot Operations  
Sector: Beef Cattle Production

RUA AG3517BC A  Carry out feedlot operations  (continued)

B. EVIDENCE GUIDE (continued)

Holistic Outcome  
Feedlot operations conducted according to management plans.

Underpinning knowledge and skills
- A basic working knowledge of:
  - breeds and behaviour of cattle
  - cattle identification
  - feed qualities and contaminants
  - principles and practices of feedlot operations
- The ability to:
  - operate and maintain machinery and equipment
  - handle cattle
  - identify sick animals through visual signs
  - keep records and report

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit can be assessed independently.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

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Measures to ensure consistency in assessment
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Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.
RUA AG3517BC A  Carry out feedlot operations (continued)

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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◊ **Communicating** - with other feedlot staff and suppliers
◊ **Collecting, analysing and organising information** - on cattle performance and feed supplies
◊ **Planning and organising activities** - for feeding and cattle husbandry
◊ **Working with teams and others** - to achieve property goals
◊ **Using mathematical ideas and techniques** - to calculate weight, volume and performance
◊ **Solving problems** - of restricted supply or disease incidence
◊ **Using technology** - to measure and calculate
### Element of Competency: Design and construct conventional fencing

#### RUA AG3523DY A

<table>
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| 3523.1 Draw up fencing plans | 3523.1.1 Fences are sited in relation to natural features and proposed use.  
3523.1.1 Site plans are prepared on farm maps. |
| 3523.2 Determine fence specifications | 3523.2.1 Appropriate materials are selected for the purpose.  
3523.2.2 Posts, droppers, wire and staple requirements are calculated and costed. |
| 3523.3 Arrange fencing materials | 3523.3.1 Orders for materials are placed with suppliers.  
3523.3.2 Materials are delivered and stored according to enterprise requirements. |
| 3523.4 Install posts, wire and droppers | 3523.4.1 Fence lines are marked out according to the plan.  
3523.4.2 End assemblies are constructed according to the plan.  
3523.4.3 A marker wire is set up.  
3523.4.4 Intermediate posts are installed along the marker wire.  
3523.4.5 Wires are attached to posts and joined and strained.  
3523.4.6 Droppers are laid out and attached to the wires. |
| 3523.5 Attach and swing gates | 3523.5.1 Gates are attached to gate posts.  
3523.5.2 Gates are hung, swung and secured for closure. |

#### A. RANGE OF VARIABLES

- Issues affecting fence design and construction may include:
  - material costs, stocking pressures and type of stock control, soils required, topography, water, paddock shape, machinery use and access, land title boundaries
- Fencing materials may include:
  - posts, droppers, wire, staples, gates, hinges, chains
- Fencing tools and construction equipment may include:
  - post hole diggers, post drivers, fencing pliers, wire strippers, wire cutters, wire spinners, wire keys, shovel, crowbar/rammer, brace and bit, drill
- Fencing wire may include:
  - plain, barbed, ringlock, netting
- Knots for use in joining fence wire may include:
  - figure 8, orange, pin and loop, Donald, post tie and double loop

#### B. EVIDENCE GUIDE

**Key outcome**

- Fencing plans and specifications are established in line with property plan
- Materials ordered and resources assembled
- Fencing erected in line with plans
- Gates attached and swung in accordance with fence design
RUA AG3523DY A  Design and construct conventional fencing  (continued)

EVIDENCE GUIDE  (continued)

OHS issues that impact upon the performance of this unit
• The rights and responsibilities of employers and employees under the relevant state and workplace OHS legislation
• Codes of Practice for:
  - manual handling
• OHS requirements for the safe operation of farm vehicles, machinery and equipment, such as Australian Standards for:
  - guards for agricultural tractor PTO drives
  - agricultural wheeled tractors - Roll Over Protective Structures (ROPS)
  - chainsaw safety requirements
  - guide to safe working practices for chainsaws
  - brushcutter safety requirements
  - guide to safe working practices for brushcutters
  - in service safety inspection and testing of electrical equipment
• On site OHS procedures may include:
  - provision of personal protective clothing and equipment
  - provision of sunscreen for outdoor work

BHolistic outcome
Conventional fencing on the farm is designed and constructed safely and effectively within the whole farm plan.

Underpinning knowledge and skills
• A basic working knowledge of:
  - issues affecting farm fence design and construction
  - planning fencing in relation to the whole farm plan
  - the fencing design process
  - a range of farm fencing designs, construction methods and materials
  - fencing construction tools and equipment
  - fencing materials requirements and costings
  - common fencing hazards and safety precautions that are necessary when fencing, particularly those related to straining wire and use of tools
  - relevant OHS legislation, regulations and Codes of Practice
• The ability to:
  - draft fencing plans and specifications
  - read plans
  - consult with and report to management
  - cost fencing plans
  - purchase supplies
  - operate fencing tools and construction equipment for conventional fencing
  - mark fencing lines
  - clean up a fencing site
  - clean up tools and equipment and safely store
  - keep records
  - employ safe work practices
C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
Pre-requisite:
RUA AG2522DY A  Carry out basic fencing operations
This unit could be assessed in conjunction with:
RUA AG3524DY A Design, construct and maintain an electric fence

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
The range of resources required for assessment can be provided either in the workplace or a simulated working environment structured in a training situation.
Resources may include:
- access to a dairy farm/rural property requiring construction of conventional fencing including gate(s)
- appropriate vehicles, fencing materials, tools and construction equipment
- sample fencing designs and plans
- fencing manufacturers’ manuals and catalogues
- demonstration of fencing best practice and safe work practices
- assistance if required
- relevant State legislation and regulations regarding fencing
- relevant OHS legislation, regulations and Codes of Practice
- personal protective clothing and equipment
Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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◊ Communicating - with management, suppliers, farm workers
◊ Collecting, analysing and organising information - for siting, type and materials for fencing
◊ Planning and organising activities - fencing design, estimating, costing and purchasing materials, fence construction
◊ Working with teams and others - to provide effective conventional fencing
◊ Using mathematical ideas and techniques - quantity surveying, costing alternatives, measuring, drafting
◊ Solving problems - of topography, stock pressures, design, location of gates
◊ Using technology - construction, information processing and communication equipment
<table>
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<tr>
<th>Industry:</th>
<th>Rural</th>
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<tbody>
<tr>
<td>Area of Competency:</td>
<td>Property Structures</td>
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<tr>
<td>Sector:</td>
<td>Beef Cattle Production</td>
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**RUA AG3524DY A**  Design, construct and maintain an electric fence

<table>
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</table>
| 3524.1 Draw up fence specifications | 3524.1.1 Fencing site plans are prepared on farm maps.  
3524.1.2 Fencing materials are selected and quantities required are calculated.  
3524.1.3 The costs of alternative fencing materials and labour are compared.  
3524.1.4 The purchase and acquisition of fencing materials are arranged. |
| 3524.2 Install the energiser | 3524.2.1 Alternative energisers are compared.  
3524.2.2 An energiser is selected and purchased.  
3524.2.3 The energiser is installed according to the manufacturers’ and enterprise requirements. |
| 3524.3 Construct a permanent electric fence | 3524.3.1 Strainer assemblies and posts are installed according to the plan.  
3524.3.2 Line wires are run out, tensioned and terminated according to the plan and enterprise guidelines.  
3524.3.3 Insulators are fitted and the live wires are tensioned and tied off at the strainer assembly.  
3524.3.4 Effective knots for joining and tying off wires for electric fencing are used and loose ends are cut back to avoid short circuits.  
3524.3.5 Manufacturers’ recommended joints for joining electric fencing wires are utilised.  
3524.3.6 End insulators at the strainer assembly are fitted in line with recommendations.  
3524.3.7 Post insulators are fitted according to the manufacturers’ specifications.  
3524.3.8 Live wires tied off at the strainer assemblies are connected.  
3524.3.9 Safe work practices are observed at all times and work is performed cooperatively.  
3524.3.10 The site is cleaned up and tools and equipment are stored. |
| 3524.4 Install and test earthing systems for an electric fence | 3524.4.1 Earth stakes and/or the earth return system are installed according to the requirements of the energiser.  
3524.4.2 Good connections between the earth stakes, the energiser and the earth return wire (if used) are ensured.  
3524.4.3 The voltage is checked with a voltmeter to test if an intermediate earth is needed along a fence line.  
3524.4.4 Safe work practices are observed at all times and work is performed cooperatively.  
3524.4.5 The site is cleaned up and tools and equipment are stored. |
<table>
<thead>
<tr>
<th>RUA AG3524DY A</th>
<th>Design, construct and maintain an electric fence (continued)</th>
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</thead>
<tbody>
<tr>
<td><strong>Element of Competency</strong></td>
<td><strong>Performance Criteria</strong></td>
</tr>
</tbody>
</table>
| 3524.5 Energise and test an electric fence | 3524.5.1 The energiser is connected tightly to the correct output terminals.  
3524.5.2 The active wires and the earth return or earth stake wire to the energiser are connected effectively and reliably to the energiser according to the plan.  
3524.5.3 The fence voltage is tested with a voltmeter according to the manufacturers’ guidelines.  
3524.5.4 Voltmeter readings are interpreted in terms of the energiser’s output and required stock control.  
3524.5.5 Safe work practices are observed at all times and work is performed cooperatively.  
3524.5.6 The site is cleaned up and tools and equipment are stored. |
| 3524.6 Identify and rectify faults in an electric fence | 3524.6.1 The performance of the electric fence system is monitored regularly for current leakage and short circuits.  
3524.6.2 Ineffective operation, when conductivity levels are not compatible with the energiser’s output, is identified.  
3524.6.3 Faults are found by working outwards from the energiser using a voltmeter and isolating switches on the fence to find the damaged line.  
3524.6.4 If possible the faulty section of an electric fence is isolated until it can be rectified, so that the majority of the fence keeps working.  
3524.6.5 Faults are rectified so that conductivity levels in the fence line are compatible with the energiser’s output.  
3524.6.6 Initiative is used to seek assistance when a critical fault can not be detected.  
3524.6.7 Safe work practices are observed at all times and work is performed cooperatively.  
3524.6.8 The site is cleaned up and tools and equipment are stored. |

**A. RANGE OF VARIABLES**

- Issues affecting electric fence design and construction may include:
  - type of materials, material costs, stocking pressures and type of, soils, stock control required, topography, water, paddock shape, machinery use and access
- Fencing materials may include:
  - posts, wire, live wire, earth wire, insulators, energisers, earth stakes, cut out switches, joining clamps, gates
- Fencing tools and construction equipment may include:
  - post hole diggers, post drivers, fencing pliers, wire strainers, wire cutters, wire spinners, shovel, crowbar/rammer, brace and bit, drill, voltmeter
- Safety considerations and legal requirements for electric fence earthing system installations may include:
  - industry safety protocols, legal requirements relating to radio, television and radio interference, legal requirements relating to the placement of caution signs
**Industry:** Rural  
**Area of Competency:** Property Structures  
**Sector:** Beef Cattle Production

**RUA AG3524DY A**  
Design, construct and maintain an electric fence (continued)

### A. RANGE OF VARIABLES (continued)
- When selecting the most appropriate equipment and materials for an electric fencing project consider:
  - the manufacturers’ recommendations, the power of the energiser, efficient and appropriate earth stakes, suitable connections or clamps that provide electrical continuity but allow disconnection for fault finding without turning the fence off
- Safety precautions for working with and constructing electric fencing include:
  - do not use barbed wire for electric fencing, do not use overhead wires or wires at head height, do not use electric fencing where it is likely to be touched by children, especially near farm dams and swimming pools
- Knots for joining and tying off wires for electric fencing may include:
  - figure 8, orange, pin and loop

### B. EVIDENCE GUIDE

**Key outcome**
- Fence specifications are established in line with application
- Installation completed including live and earthing systems according to plan
- Electric fence energised and tested
- Faults identified and rectified as they occur

**OHS issues that impact upon the performance of this unit**
- The rights and responsibilities of employers and employees under the relevant state and workplace OHS legislation
- Codes of Practice for:
  - manual handling
- OHS requirements for the safe operation of farm vehicles, machinery and equipment, such as Australian Standards for:
  - guards for agricultural tractor PTO drives
  - agricultural wheeled tractors - Roll Over Protective Structures (ROPS)
  - chainsaw safety requirements
  - guide to safe working practices for chainsaws
  - brushcutter safety requirements
  - guide to safe working practices for brushcutters
  - in service safety inspection and testing of electrical equipment
- On site OHS procedures may include:
  - provision of personal protective clothing and equipment
  - provision of sunscreen for outdoor work

**Holistic outcome**
Electric fencing on the farm is designed, constructed and maintained safely and effectively within the whole farm plan.
Industry: Rural  
Area of Competency: Property Structures  
Sector: Beef Cattle Production  

RUA AG3524DY A  Design, construct and maintain an electric fence (continued)

B. EVIDENCE GUIDE (continued)

Underpinning knowledge and skills
- A basic working knowledge of:
  - the basic operation of electric fences including:
    - earthing
    - current flow
    - resistance
    - leakage
    - the difference between portable and mains power
  - issues affecting electric fence design and construction
  - planning electric fencing in relation to the whole farm plan
  - the electric fencing design process
  - a range of electric fencing designs, construction methods and materials
  - electric fencing construction tools and equipment
  - electric fencing materials requirements and costings
  - the dangers posed by electricity to personnel and livestock
  - the conditions under which electric fences may cause fire
  - safe methods for diagnosing routine faults with electric fencing, eg. the use of cut-off switches and isolating sections of fence
  - common electric fencing hazards and safety precautions that are necessary when fencing, particularly those related to straining wire and use of tools
  - relevant State legislation and regulations regarding electric fences
  - relevant OHS legislation, regulations and Codes of Practice
- The ability to:
  - draft fencing plans and specifications
  - read plans
  - consult with and report to management
  - cost fencing plans
  - purchase supplies
  - operate fencing tools and construction equipment for electric fencing
  - mark fencing lines
  - clean up a fencing site
  - clean up tools and equipment and safely store
  - keep records
  - employ safe work practices

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.
RUA AG3524DY A  Design, construct and maintain an electric fence (continued)

C. ASSESSMENT GUIDE (continued)

Interdependent assessment of units

Pre-requisite:
RUA AG222DY A  Carry out basic fencing operations
This unit can be assessed in conjunction with:
RUA AG3523DY A  Design and construct conventional fencing

Qualifications of Assessor

Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment

These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed

Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace

The range of resources required for assessment can be provided either in the workplace or a simulated working environment structured in a training situation.

Resources may include:
- access to a dairy farm/rural property requiring construction of electric fencing
- appropriate vehicles, electric fencing materials, tools and construction equipment
- sample electric fencing designs and plans
- manufacturers’ manuals and catalogues for electric fencing
- demonstration of electric fencing best practice and safe work practices
- assistance if required
- relevant state legislation and regulations regarding electric fencing
- relevant OHS legislation, regulations and Codes of Practice
- personal protective clothing and equipment

Utilisation of key competencies in the performance of this unit

Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
<th>Collecting, analysing &amp; organising information</th>
<th>Planning &amp; organising activities</th>
<th>Working with teams &amp; others</th>
<th>Using mathematical ideas &amp; techniques</th>
<th>Solving problems</th>
<th>Using technology</th>
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</table>

◊ Communicating - with management, suppliers, farm workers
◊ Collecting, analysing and organising information - for siting, type and materials for fencing
◊ Planning and organising activities - fencing design, estimating, costing and purchasing materials, fence construction
◊ Working with teams and others - to provide effective electric fencing
◊ Using mathematical ideas and techniques - quantity surveying, costing alternatives, measuring, drafting
◊ Solving problems - of topography, stock pressures, design, location of gates
◊ Using technology - construction, testing, information processing and communication equipment
### Industry: Rural
Area of Competency: Sustainable Agriculture
Sector: Beef Cattle Production

<table>
<thead>
<tr>
<th>RUA AG3526DY A</th>
<th>Implement sustainable land use</th>
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</thead>
<tbody>
<tr>
<td><strong>Element of Competency</strong></td>
<td><strong>Performance Criteria</strong></td>
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</tbody>
</table>
| 3526.1 Identify areas for treatment | 3526.1.1 The whole farm plan is consulted for areas requiring treatment.  
3526.1.2 Areas requiring treatment are inspected and marked out according to the plan. |
| 3526.2 Install contour banks and associated structures | 3526.2.1 Contour banks are constructed according to the plan.  
3526.2.2 Chutes for dams or creeks are installed according to the plan. |
| 3526.3 Sow banks and waterways to pasture | 3526.3.1 Soil conservation banks are sown back to permanent pasture.  
3526.3.2 Waterways are sown back to permanent pasture. |
| 3526.4 Realign fences to natural features and land management areas | 3526.4.1 Fences are realigned to land classes and soil conservation works.  
3526.4.2 Fences are realigned to natural features as they are replaced. |
| 3526.5 Maintain soil conservation structures | 3526.5.1 Contour banks are protected and repaired.  
3526.5.2 Water carrying structures are repaired as necessary. |
| 3526.6 Carry out other land-management practices | 3526.6.1 Trees and shelter belts are established for stock protection.  
3526.6.2 Other sustainable land use practices are implemented. |

### A. RANGE OF VARIABLES
- Areas requiring land use management to be applied may include:
  - rising water tables, wind eroded areas, saline areas, water eroded areas, weed infestations, unstable soils, poorly drained areas, shelter requirements

### B. EVIDENCE GUIDE

**Key outcome**
- Competency in implementing sustainable land use strategies

**OHS issues that impact upon the performance of this unit**
- The rights and responsibilities of employers and employees under the relevant state and workplace OHS legislation
- Codes of Practice for:
  - manual handling
- OHS requirements for the safe operation of farm vehicles, machinery and equipment, such as Australian Standards for:
  - guards for agricultural tractor PTO drives
  - agricultural wheeled tractors - Roll Over Protective Structures (ROPS)
  - chainsaw safety requirements
  - guide to safe working practices for chainsaws
  - brushcutter safety requirements
  - guide to safe working practices for brushcutters
  - in service safety inspection and testing of electrical equipment
### Industry:
Rural

### Area of Competency:
Sustainable Agriculture

### Sector:
Beef Cattle Production

<table>
<thead>
<tr>
<th>RUA AG3526DY A</th>
<th>Implement sustainable land use (continued)</th>
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</table>

#### B. EVIDENCE GUIDE (continued)

**OHS issues that impact on the performance of this unit** (continued)
- On site OHS procedures may include:
  - provision of personal protective clothing and equipment
  - provision of sunscreen for outdoor work

**Holistic outcome**
Sustainable principles and practices are integrated into farm operations through the whole farm plan.

**Underpinning knowledge and skills**
- A basic working knowledge of:
  - cases and causes of soil and water degradation in the region
  - sustainable land use principles and practices applicable in the region
  - the whole farm plan
  - relevant legislation and regulations relating to soil and water degradation issues
  - government and local community initiatives in land care
  - relevant OHS legislation, regulations and Codes of Practice
- The ability to:
  - read and interpret the whole farm plan
  - construct, install and maintain soil conservation works
  - remove and construct fencing
  - sow pastures
  - plant trees and establish shelter belts
  - employ safe work practices

#### C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**
Authorised Registered Training Organisation (RTO).

**Special outcomes of assessment for purposes of licensing by a government or other authority**
There are no licensing requirements for this unit.

**Interdependent assessment of units**
This unit can be assessed independently.

**Qualifications of Assessor**
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.'
C. ASSESSMENT GUIDE (continued)

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer's Guide for the unit.

Where this unit is assessed
Competency should be assessed in the workplace.

Resources required beyond those normally found in a functioning agricultural workplace
Resources may include:
- access to a dairy farm or rural property with soil and/or water degradation problems
- normally occurring workplace resources
- relevant workplace policies, guidelines and checklists
- work journal
- relevant legislation and regulations relating to soil and water degradation issues
- information and resources on government and local community initiatives in land care
- relevant OHS legislation and regulations
- Codes of Practice
- personal protective clothing and equipment

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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</table>

◊ Communicating - management, staff, neighbouring land owners
◊ Collecting, analysing and organising information - data on soil and water degradation
◊ Planning and organising activities - sustainable land use projects
◊ Working with teams and others - in implementing sustainable land use programs
◊ Using mathematical ideas and techniques - measuring capacities, slopes, areas
◊ Solving problems - of soil and water degradation
◊ Using technology - recording, information processing, communication equipment
Industry: Rural
Area of Competency: Irrigation
Sector: Beef Cattle Production

RUA AG3528DY A Operate and maintain a spray irrigation system

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
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</thead>
</table>
| 3528.1 Check the efficiency of a spray irrigation system | 3528.1.1 The potential and actual performance of the irrigation system are compared in terms of water delivery and application rate.  
3528.1.2 The irrigation system is checked for even water application according to the irrigation plan. |
| 3528.2 Operate a spray irrigation system | 3528.2.1 Irrigation commenced according to the scheduling plan.  
3528.2.2 The water application rate is set according to the scheduling plan.  
3528.2.3 Water is applied according to enterprise procedures. |
| 3528.3 Perform repairs and maintenance on a spray irrigation system | 3528.3.1 A routine maintenance and checking plan is developed and implemented according to the manufacturers’ instructions and enterprise guidelines.  
3528.3.2 System malfunctions and poor performance are identified according to the manufacturers’ instructions and enterprise procedures.  
3528.3.3 Repairs and adjustments to the system are undertaken according to the maintenance plan and specialists are engaged, if necessary, to fully restore the quantity and quality of water supply. |

A. RANGE OF VARIABLES
- Spray irrigation systems may include:
  - Microjets, microsprinklers, dippers, low level lines, permanent sprinklers (overhead, low level), travelling sprinklers, laterals, centre pivots
- Irrigation system components include:
  - pumps and motors, automation and distribution networks, nozzles, dippers and emitters, meters
- Spray irrigation scheduling is determined and advised by management.

B. EVIDENCE GUIDE

Key outcome
- Spray irrigation efficiency checked
- Spray irrigation systems operated efficiently
- Repairs and maintenance to spray irrigation systems carried out as required

OHS issues that impact upon the performance of this unit
- The rights and responsibilities of employers and employees under the relevant state and workplace OHS legislation
- Codes of Practice for:
  - manual handling
- On site OHS procedures may include:
  - provision of personal protective clothing and equipment
  - provision of sunscreen for outdoor work
RUA AG3528DY A  Operate and maintain a spray irrigation system  (continued)

B. EVIDENCE GUIDE (continued)

Holistic outcome
The spray irrigation system is operated and maintained safely, efficiently and in a manner which contributes to sustainable land use within the whole farm plan.

Underpinning knowledge and skills
• A basic working knowledge of:
  - the advantages and disadvantages of different irrigation systems
  - spray irrigation system components
  - the operation of different pump types
  - the effect of pipe sizes, friction and head loss on the efficiency of the irrigation system
  - procedures for evaluating the efficiency of a spray irrigation system
  - relevant OHS legislation, regulations and Codes of Practice
• The ability to:
  - interpret a spray irrigation system plan
  - interpret an irrigation scheduling plan
  - consult with and report to management
  - operate spray irrigation system tools and equipment according to the manufacturers’ guidelines
  - check spray irrigation system efficiency
  - maintain and repair a spray irrigation system according to enterprise guidelines
  - keep irrigation records
  - employ safe work practices

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
RUA AG2523DY A Carry out basic irrigation routines, RUA AG3530DY A Install an irrigation system, RUA AG3531DY A Install and maintain farm water supply and RUA AG3526DY A Implement sustainable land use could be assessed with this unit.
C. ASSESSMENT GUIDE (continued)

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

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Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency should be assessed in the workplace.

Resources required beyond those normally found in a functioning agricultural workplace
Resources may include:
- access to a irrigation farm/rural property with an operating spray irrigation system
- a spray irrigation system plan
- a spray irrigation scheduling plan
- appropriate vehicles, spray irrigation system materials, tools and equipment
- spray irrigation system manufacturers’ manuals and catalogues
- demonstration of spray irrigation maintenance and evaluation best practice and safe work practices
- assistance if required
- relevant state legislation and regulations regarding spray irrigation systems
- relevant OHS legislation, regulations and Codes of Practice
- personal protective clothing and equipment

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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◊ Communicating - management, staff
◊ Collecting, analysing and organising information - irrigation system performance data, irrigation records
◊ Planning and organising activities - irrigations, checking irrigation efficiency, maintenance program
◊ Working with teams and others - to provide effective irrigations
◊ Using mathematical ideas and techniques - measuring irrigation system indicators, evaluating performance
◊ Solving problems - poor performance, malfunctions
◊ Using technology - recording, information processing and communications equipment
Industry: Rural
Area of Competency: Irrigation
Sector: Beef Cattle Production

RUA AG3530DY A Install an irrigation system

<table>
<thead>
<tr>
<th>Element of Competency</th>
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</table>
| 3530.1 Set out a site for installation | 3530.1.1 Irrigation lines, where required, are measured and marked out according to the irrigation plan.  
3530.1.2 Trenches are constructed at the specified depth without damage to services, facilities, features and established plants.  
3530.1.3 Tools and equipment appropriate to the task are selected and used.  
3530.1.4 Legislation and regulations relevant to the situation are observed.  
3530.1.5 Practices reflect sustainable agriculture principles and meet local community requirements. |
| 3530.2 Install an irrigation system | 3530.2.1 Materials are calculated and ordered from design specifications.  
3530.2.2 The irrigation system is installed according to design specifications.  
3530.2.3 Workers are supervised and work is monitored to conform to the plan.  
3530.2.4 Tools, equipment and materials are selected and correctly used.  
3530.2.5 Valves are adjusted to the requirements of the installation plan.  
3530.2.6 Pipes and all joints are secured and are leak free. |
| 3530.3 Evaluate the efficiency of the irrigation system | 3530.3.1 The system configuration and capacity are checked to ensure they match the installation plan.  
3530.3.2 Performance of the system is checked to ensure it matches design specifications. |

A. RANGE OF VARIABLES
- Irrigations systems may include:
  - flood,  
  - spray, including: microjets, microsprinklers, drippers, permanent sprinklers (overhead, low level), travelling sprinklers, laterals, centre pivots, low level lines
- Tools and equipment may include:
  - strung lines, hammers, measuring tapes, automatic or manual levels, staves, optical squares, shovel, trench digger, Ditchwitch, polythene pipe layer, backhoe
- Irrigation system components include:
  - pumps and motors, automation and distribution networks, nozzles, drippers and emitters, meters
- Factors affecting the location and depth of trenching may include:
  - existing services, eg. power, water, telephone, depth of cultivation for pasture improvement, existing plant and facilities, eg. roads, tracks, susceptibility of soil to erosion or slipping during excavation or construction, relevant legislation and/or regulations
- Affecting the local community may include:
  - loss from the property of dispersible soils, water quality affected in local catchment area, erosion, the effect on watertable levels
## B. EVIDENCE GUIDE

### Key outcome
- Installation is planned and site set out
- Irrigation system is installed
- Operating irrigation system is checked for working efficiency in line with installation plan

### OHS issues that impact upon the performance of this unit
- The rights and responsibilities of employers and employees under the relevant state and workplace OHS legislation
- Codes of Practice for:
  - manual handling
- OHS requirements for the safe operation of farm vehicles, machinery and equipment, such as Australian Standards for:
  - guards for agricultural tractor PTO drives
  - agricultural wheeled tractors - Roll Over Protective Structures (ROPS)
  - in service safety inspection and testing of electrical equipment
- On site OHS procedures may include:
  - provision of personal protective clothing and equipment
  - provision of sunscreen for outdoor work

### Holistic outcome
The irrigation system is installed safely, efficiently and in a manner which contributes to sustainable land use within the whole farm plan.

### Underpinning knowledge and skills
- A basic working knowledge of:
  - the advantages and disadvantages of different irrigation systems
  - irrigation system components
  - the operation of different pump types
  - the effect of pipe sizes, friction and head loss on the efficiency of the irrigation system
  - factors which can affect the depth of trenches
  - procedures for evaluating the efficiency of an irrigation system
  - relevant OHS legislation, regulations and Codes of Practice
  - keep records
  - employ safe work practices

### Underpinning knowledge and skills (continued)
- The ability to:
  - interpret and implement an irrigation installation plan
  - consult with and report to management
  - purchase supplies
  - operate irrigation system installation tools and equipment according to the manufacturers’ guidelines
  - mark irrigation lines
  - check irrigation system efficiency
  - clean up an irrigation system installation site
  - clean up tools and equipment and safely store
  - keep records
  - employ safe work practices
**Industry:** Rural  
**Area of Competency:** Irrigation  
**Sector:** Beef Cattle Production

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<th>RUA AG3530DY A</th>
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<td></td>
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<tr>
<td>personal protective clothing and equipment</td>
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</table>
RUA AG3530DY A  Install an irrigation system  (continued)

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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</tbody>
</table>

◊ **Communicating** - management, staff, suppliers, technical experts
◊ **Collecting, analysing and organising information** - irrigation system specifications and actual performance data
◊ **Planning and organising activities** - site preparation, trenching, installation, testing
◊ **Working with teams and others** - installing the irrigation system
◊ **Using mathematical ideas and techniques** - calculating and ordering materials, installing the system, testing the system performance
◊ **Solving problems** - performance, environmental
◊ **Using technology** - testing, information processing, communication equipment
<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
</table>
| 3531.1 Select a water source | Alternate water sources are tested and evaluated.  
3531.1.2 A water source is selected with due regard for supply, use and cost.  
3531.1.3 Water quality is tested according to set procedures. |
| 3531.2 Prepare for installation | Contractors are engaged for storage or bore construction and supplies are secured according to plan. |
| 3531.3 Install pumps | Power sources are arranged according to plan.  
3531.3.2 Pumps are selected and installed according to plan.  
3531.3.3 Pumps are attached to the power source.  
3531.3.4 Pumps and power sources are tested. |
| 3531.4 Install pipes and troughs | Pipes are laid out and joined according to plan.  
3531.4.2 Taps are installed according to plan.  
3531.4.3 Troughs are installed and connected to the pipes. |
| 3531.5 Establish maintenance procedures for water supply systems | Water system maintenance procedures are determined.  
3531.5.2 Maintenance is undertaken according to the maintenance plan.  
3531.5.3 Problems are identified and minor repairs are carried out according to the maintenance plan. |

A. RANGE OF VARIABLES

- Water sources may include:  
  - external reticulated water supply, bores, dams, streams or rivers  
- Water quality testing may include:  
  - salinity levels, pH levels, nutrient levels, bacterial counts  
- Power sources may include:  
  - Electricity, diesel or petrol engines, wind

B. EVIDENCE GUIDE

**Key Outcome**

- Suitable water sources identified and selected  
- Contractors engaged and pumps installed  
- Reticulation system installed in line with property plan  
- Maintenance procedures carried out as required

**OHS issues that impact upon the performance of this unit**

- The rights and responsibilities of employers and employees under the relevant state and workplace OHS legislation  
- Codes of Practice for:  
  - manual handling  
- OHS requirements for the safe operation of farm vehicles, machinery and equipment, such as Australian Standards for:  
  - guards for agricultural tractor PTO drives  
  - agricultural wheeled tractors - Roll Over Protective Structures (ROPS)  
  - in service safety inspection and testing of electrical equipment
## B. EVIDENCE GUIDE (continued)

### OHS issues that impact upon the performance of this unit
- On site OHS procedures may include:
  - provision of personal protective clothing and equipment
  - provision of sunscreen for outdoor work

### Holistic outcome
Farm water supply systems established

### Underpinning knowledge and skills
- A basic working knowledge of:
  - water requirements of animals
  - average and peak demand for water
  - different types of pumps
  - peak flow rates
  - pressure and head loss in pipe design
  - factors which affect water quality
  - water contaminants and remedial action if present
  - the functions of the components of a range of water supply systems
  - the advantages and disadvantages of different types of water supply systems
  - relevant state and local government legislation and regulations relating to farm water supply systems
  - relevant OHS legislation, regulations and Codes of Practice

- The ability to:
  - identify the components of a range of water supply systems
  - evaluate and cost water supply sources
  - test water quality as directed
  - read and interpret a water supply plan
  - purchase water supply system components and materials
  - install a farm water supply system
  - operate and maintain a farm water supply system
  - consult with and report to management
  - keep records
  - employ safe work practices

## C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**
Authorised Registered Training Organisation (RTO).

**Special outcomes of assessment for purposes of licensing by a government or other authority**
There are no licensing requirements for this unit.

**Interdependent assessment of units**
RUA AG3526DY A Implement sustainable land use and RUA AG3528DY A Operate and maintain a spray irrigation system could be assessed with this unit.
**Industry:** Rural  
**Area of Competency:** Property Structures  
**Sector:** Beef Cattle Production

| RUA AG3531DY A | Install and maintain farm water supplies | (continued) |

## C. ASSESSMENT GUIDE (continued)

### Qualifications of Assessor

Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. This assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

### Measures to ensure consistency in assessment

These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

### Where the unit is assessed

Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

### Resources required beyond those normally found in a functioning agricultural workplace

The range of resources required for assessment can be provided either in the workplace or a simulated working environment structured in a training situation. Resources may include:

- access to a dairy farm/rural property requiring installation of a farm water supply
- appropriate vehicles, water supply system components and materials, installation tools and equipment
- sample water supply system designs and installation plans
- water supply system manufacturers’ manuals and catalogues
- demonstration of water supply system installation best practice and safe work practices
- assistance if required
- relevant state legislation and regulations regarding farm water supply systems
- relevant OHS legislation, regulations and Codes of Practice
- personal protective clothing and equipment

### Utilisation of key competencies in the performance of this unit

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
<th>Collecting, analysing &amp; organising information</th>
<th>Planning &amp; organising activities</th>
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</tbody>
</table>

◊ **Communicating** - management, staff, suppliers, technical experts  
◊ **Collecting, analysing and organising information** - water sources, water quality, water supply system specifications  
◊ **Planning and organising activities** - site preparation, installation, testing, maintenance programs  
◊ **Working with teams and others** - installing the water supply system  
◊ **Using mathematical ideas and techniques** - calculating and ordering materials, installing the system  
◊ **Solving problems** - of performance, environmental  
◊ **Using technology** - testing, information processing and communication equipment
### Element of Competency Performance Criteria

<table>
<thead>
<tr>
<th>RUA AG3533DY A</th>
<th>Conserve pastures and crops</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>3533.1 Prepare for fodder conservation</strong></td>
<td></td>
</tr>
<tr>
<td>3533.1.1 Fodder conservation options are defined.</td>
<td></td>
</tr>
<tr>
<td>3533.1.2 A choice is made between hay, silage, grain and other stock feeds.</td>
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<tr>
<td>3533.1.3 Fodder conservation equipment suitable for the paddocks is selected.</td>
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</tr>
<tr>
<td>3533.1.4 Paddocks are identified for fodder conservation activities.</td>
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</tr>
<tr>
<td>3533.1.5 The extent of fodder conservation activities is determined.</td>
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</tr>
<tr>
<td><strong>3533.2 Prepare paddocks for fodder conservation</strong></td>
<td></td>
</tr>
<tr>
<td>3533.2.1 Paddocks are closed to livestock at the optimum time.</td>
<td></td>
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<tr>
<td>3533.2.2 Growth is monitored for optimum harvest.</td>
<td></td>
</tr>
<tr>
<td>3533.2.3 Pests and diseases are monitored and controlled.</td>
<td></td>
</tr>
<tr>
<td><strong>3533.3 Conserve fodder</strong></td>
<td></td>
</tr>
<tr>
<td>3533.3.1 Weather conditions are monitored for the best time to harvest.</td>
<td></td>
</tr>
<tr>
<td>3533.3.2 Fodder is conserved in line with conservation plan.</td>
<td></td>
</tr>
<tr>
<td>3533.3.3 Fodder is baled, wrapped and stored to enterprise guidelines.</td>
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<tr>
<td>3533.3.4 Fodder is covered as indicated in the production plan.</td>
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</tbody>
</table>

### A. RANGE OF VARIABLES

- Fodder may include:
  - hay, silage
- Hay conservation systems may include:
  - mow, rake and bale, mow, condition, windrow and bale, mow, condition, rake and bale, large square bales, small square bales, string tied, round bales, mesh or plastic wrapped, mow, ted, rake and bale
- Conserving fodder may include:
  - mowing the crop, wilting the crop, tedding and/or raking the crop, forage harvesting, stacking and rolling the crop, baling, wrapping, carting and storing the crop, redrying rain affected hay
- Silage storage systems may include:
  - stack or pit, covered, uncovered, baled and wrapped, baled, stacked and covered
- Hay storage systems may include:
  - baled and shedded, stored in the paddock, wrapped, covered, uncovered
- Silage conservation systems may include:
  - direct forage harvest and stack, cult, wilt forage harvest and stack, bun, wedge, clamp and pit stacks, design, shape and size of stacks, baled and wrapped, baled, stacked and covered
- Silage and hay making equipment may include:
  - mowers and mower conditioners, tedders, tedder rakes, rakes, small square balers, large square balers, round balers, round bale wrappers, tunnel bale wrappers, forage harvesters, forage wagons, truck and elevator, buncher and retriever, hay loader, front end loader, round bale carriers, conditioners
Industry: Rural
Area of Competency: Generic
Sector: Beef Cattle Production

RUA AG3533DY A Conserve pastures and crops (continued)

B. EVIDENCE GUIDE

Key Outcomes
- Fodder conservation strategies are established in line with property requirements
- Paddocks are monitored to ensure that conservation strategy maximises yields
- Fodder is conserved in line with production plans

OHS issues that impact upon the performance of this unit
- The rights and responsibilities of employers and employees under the relevant state and workplace OHS legislation
- Codes of Practice for:
  - manual handling
- OHS requirements for the safe operations of farm vehicles, machinery and equipment, such as Australian Standards for:
  - guards for agricultural tractor PTO drives
  - agricultural wheeled tractors - Roll Over Protective Structures (ROPS)
- On-site OHS procedures may include:
  - provision of personal protective clothing and equipment
  - provision of sunscreen for outdoor work

Holistic Outcome
The fodder conservation plan maximises usage of available fodder resources.

Underpinning knowledge and skills
- A basic working knowledge of:
  - silage and hay making programs and operations
  - silage conservation systems
  - hay conservation systems
  - the factors which affect the quality of silage and hay
  - the advantages and disadvantages of conserving fodder as hay or silage
  - the machinery and equipment used in silage and hay conservation programs
  - relevant OHS legislation, regulations and Codes of Practice
- The ability to:
  - interpret and implement fodder conservation plans
  - identify and compare a range of silage and hay making machinery and equipment
  - operate a range of silage and hay making machinery and equipment
  - adjust silage and hay making machinery and equipment according to the manufacturers' specifications
  - employ safe work practices

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.
RUA AG3533DY A Conserve pastures and crops (continued)

C. ASSESSMENT GUIDE (continued)

Interdependent assessment of units
Prerequisites:
RUA AG1100EO A Operate equipment
RUA AG2102EO A Operate tractors
RUA AG3515BC A Establish pastures and crops

Qualifications of Assessor
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Measures to ensure consistency in assessment
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Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
Resources may include:
• access to a rural property involved in fodder conservation programs
• a fodder conservation plan
• information on silage and hay conservation and enterprise requirements
• appropriate vehicles, silage and hay making materials, machinery and equipment
• assistance if required
• relevant OHS legislation, regulations and Codes of Practice
• personal protective clothing and equipment

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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◊ Communicating - with management, staff and contractors
◊ Collecting, analysing and organising information - on fodder conservation strategy
◊ Planning and organising activities - for conservation and storage of fodder
◊ Working with teams and others - implement fodder conservation plan
◊ Using mathematical ideas and techniques - measuring yields, loads and areas
◊ Solving problems - of equipment breakdown or adverse weather conditions
◊ Using technology - to communicate or sample fodder
### Industry: Rural
### Area of Competency: Livestock feeding
### Sector: Beef Cattle Production

**RUA AG3536DY A** Plan and coordinate the feeding of beef cattle

<table>
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<tr>
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</table>
| 3536.1 Assess condition of beef cattle | 3536.1.1 Ideal growth and condition range for beef cattle is established in accordance with enterprise objectives.  
3536.1.2 Cattle are assessed against the accepted condition range.  
3536.1.3 Animals outside the required range are identified and recorded. |
| 3536.2 Plan a feeding program for beef cattle | 3536.2.1 Production targets are established in accordance with the production plan.  
3536.2.2 The feeding requirements of cattle are determined in accordance with the production plan.  
3536.2.3 Pasture availability and quality are assessed in accordance with the production plan.  
3536.2.4 Feeding system is selected in accordance with the production plan.  
3536.2.5 A feed budget is prepared in accordance with the production plan.  
3536.2.6 The plan is documented in accordance with enterprise policy. |
| 3536.3 Determine supplementary feeding requirements | 3536.3.1 The areas of feed required by a herd are determined for a specific period in accordance with the feed budget.  
3536.3.2 The need for supplementary feeding is determined.  
3536.3.3 A supplementary feeding system is selected on the basis of a cost benefit analysis.  
3536.3.4 Mixed feed is analysed to ensure it meets the nutritional needs of the herd.  
3536.3.5 The feeding system is monitored for effectiveness. |
| 3536.4 Manage the grazing system | 3536.4.1 The grazing system is determined in accordance with the production plan.  
3536.4.2 The grazing method is determined to meet cattle needs.  
3536.4.3 The grazing behaviour of cattle is monitored. |

### A. RANGE OF VARIABLES

- Cattle may include:
  - calves, heifers, bulls, cows in milk, cows in calf, dry cows, weaning calves, steers
- Production targets may include:
  - milk production, growth/weight of calves, pregnancy status cows and heifers, growth rates, market specifications
  - Feed budget allows for:
    - calving patterns, area of operation (climate, geography, etc.), pasture growth rates, seasonal influences
- Feeding system may include:
  - Grazing, supplementary feeding
B. EVIDENCE GUIDE

Key Outcomes
- Condition of cattle assessed and feeding objectives established
- Feeding program planned including supplementary feeding requirements
- Management strategies for grazing systems implemented

OHS issues that impact upon the performance of this unit
All facilities, work practices and operation of tools and equipment must be in accordance with OHS legislation, regulations and Codes of Practice, manufacturers’ instructions and enterprise OHS policy.

Holistic outcome
Feeding of the beef herd is planned and coordinated to maximise output according to the enterprise’s production plan.

Underpinning knowledge and skills
- A basic working knowledge of:
  - the nutrient and feeding requirements of a range of beef cattle
  - indicators to monitor the level of feeding
  - different types of beef feeds
  - the factors affecting feed supply and demand for a beef farming operation
  - management practices which maximise pasture growth and quality to best match herd feed requirements
  - the purpose of feed conservation in relation to farm feed supply and livestock requirements
  - different types of pasture grazing systems, eg. rotation, strip or block grazing
  - ways of determining a feed surplus
  - the effects of feed conservation on soil fertility and pasture regrowth
  - the role of farm subdivision in effective pasture and animal management
  - different supplementary feeding options for beef cattle
  - feed budgeting
  - relevant OHS legislation, regulations and Codes of Practice
- The ability to:
  - conduct a cost benefit analysis of different feeds
  - develop a feeding plan
  - implement a feeding plan
  - prepare a feed budget

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
Prerequisite:
RUA AG4500BC A  Develop feeding plans
RUA AG3503BC A  Implement feeding plans
RUA AG3563DY A  Plan and coordinate the feeding of beef cattle  (continued)

C. ASSESSMENT GUIDE (continued)

Qualifications of Assessor

Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: "Conduct Assessment in Accordance with an Established Assessment Procedure" and "Plan and Review Assessment."

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment

These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed

Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace

There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit

| Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design) |
|---------------------------------------------------------------|---------------------------------------------------------------|---------------------------------------------------------------|---------------------------------------------------------------|---------------------------------------------------------------|---------------------------------------------------------------|
| Communicating ideas & information | Collecting, analysing & organising information | Planning & organising activities | Working with teams & others | Using mathematical ideas & techniques | Solving problems | Using technology |
| 2 | 2 | 2 | 2 | 2 | 2 | 1 |

◊    **Communicating** - with management, staff, suppliers
◊    **Collecting, analysing and organising information** - condition assessment, feed assessment, feed budget
◊    **Planning and organising activities** - assessment of condition and feed, monitoring feeding system and grazing behaviour, analysing feed
◊    **Working with teams and others** - management and staff in coordinating the feeding program
◊    **Using mathematical ideas and techniques** - budgeting, analysing feed
◊    **Solving problems** - cattle out of condition, determining the need for supplementary feeding
◊    **Using technology** - information processing and communication equipment
<table>
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| 4021.1 Establish and maintain farm OHS plans and programs | 4021.1.1 An OHS business plan and program is developed for the farm and in consultation with the owner or manager.  
4021.1.2 Occupational health and safety responsibilities for the farm are clearly defined and included in the duties of all farm workers.  
4021.1.3 Financial and human resources are made available to implement the farm OHS program in a timely and consistent manner. |
| 4021.2 Establish and maintain arrangements to ensure the involvement of all workers in the management of OHS | 4021.2.1 Arrangements which allow and encourage farm workers at all levels to have input into OHS issues is developed.  
4021.2.2 Issues raised through involvement and consultation with farm workers are addressed promptly. |
| 4021.3 Establish and maintain procedures for identifying occupational health and safety hazards, assessing risk and maintaining the most appropriate control measures | 4021.3.1 Existing and potential OHS hazards are correctly identified and confirmed in accordance with good OHS practice in agriculture, and with relevant OHS legislation and Codes of Practice.  
4021.3.2 Risks associated with identified hazards are assessed in accordance with safe work practice in agriculture, with information derived from farm OHS records and industry wide information, and with relevant OHS legislation and Codes of Practice.  
4021.3.3 Work processes and procedures are designed to reduce exposure to, or eliminate hazards, or to substitute less hazardous processes for hazards.  
4021.3.4 Systems are designed to reduce risk and administrative arrangements to ensure safe OHS work practice are put in place where elimination of a hazard is not possible.  
4021.3.5 Where measures to effectively control a risk are not immediately practicable, short term solutions are implemented until a more effective measure can be put in place.  
4021.3.6 Suitable procedures to implement and monitor ongoing OHS risk management are adopted on the farm.  
4021.3.7 Work practice on farms is adequately monitored to ensure compliance with safety procedures.  
4021.3.8 Effective OHS risk management measures are set in place in during the modification of the farm structures, machinery and work processes.  
4021.3.9 A process of ongoing hazard identification and risk assessment and review of effectiveness of control programs is developed and integrated into farm management arrangements. |
RUA AG4021OH A  Establish and maintain the enterprise occupational health and safety program (continued)

<table>
<thead>
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</table>
| 4021.4  Establish and maintain procedures for dealing with OHS emergencies on the farm | 4021.4.1 Potential emergencies posing risk to health and safety of persons associated with work on the farm are identified.  
4021.4.2 Procedures to control the level of risk associated with hazardous events are developed in consultation with appropriate emergency services.  
4021.4.3 Appropriate information and training is provided to farm workers to enable implementation of correct emergency procedures.  
4021.4.4 Adequate numbers of workers are trained in First Aid to ensure that the principles of First Aid are applied to preserve life and minimise injury. |
| 4021.5  Establish and maintain an OHS safety induction and training program | 4021.5.1 An OHS induction and training program is developed as part of the workers general training program to meet the occupational health and safety needs of all farm workers and supervisors.  
4021.5.2 Records of:  
• OHS audits and inspections  
• action taken to control OHS risk  
• OHS induction and training of workers  
• registers of hazardous substances, including pesticides  
• workers use of hazardous substances and health surveillance results  
• workers occupational injury and illness  
• MSDS of hazardous substances  
• other relevant records  
are maintained and used to evaluate effectiveness of the farm OHS program |

A. RANGE OF VARIABLES

The term “farm” is used to denote an agricultural or horticultural property, enterprise or workplace
- Establishing and maintaining the farm’s OHS program will ensure that the farm is as far as is practicable, safe and without risks to the health of those who work live or visit the farm workplace.  
- This OHS competency involves management of the application of agricultural health and safety principles, relevant OHS health and safety legislation and Codes of Practice in each state, including the duties and responsibilities of all parties.  
- It involves:  
  - general duty of care, regulations and Codes of Practice including those relating to plant, hazardous substances, manual handling and noise, maintenance of records of occupational injury and disease, provision of information and training, occupational health and safety committees in larger agricultural /horticultural enterprises, issue resolution  
- The hierarchy of risk control is defined for Rural OHS generic competencies AQF 3 and 4 also pertains to:  
  - hazards in the workplace, hazards for which protective clothing or equipment is required, hazardous manual handling tasks, risks associated with animals, risks associated with bystanders, levels of health and fitness, OHS emergencies on rural workplaces  
- Procedures for dealing with OHS emergencies on farms include provision of clear directions to the location of the emergency using relevant national, state and local references
RUA AG4021OH A  Establish and maintain the enterprise occupational health and safety program (continued)

### A. RANGE OF VARIABLES (continued)
- Adequate numbers of workers must have completed a recognised First Aid training, and maintained skill levels to ensure that injured workers receive effective first aid while awaiting medical attention.
- Monitoring of activities may include review of:
  - written reports, performance appraisal of workers, auditing and review of procedures
- “Farm workers” include:
  - permanently employed farm hands and workers, casual workers, seasonal workers, contract workers, people resident on or visiting the farm

### B. EVIDENCE GUIDE

#### Key Outcomes
- A farm OHS business plan which results in safe completion of work tasks by workers on the farm
- The safety of all persons on the farm

#### OHS issues impacting upon the performance of this unit
OHS risk management is the basis of this unit.

#### Holistic Outcome
- OHS risk management is the basis of this unit
- OHS legislation, relevant regulations and Codes of Practice in each state

#### Underpinning knowledge and skills
- A basic working knowledge of the following should be evident:
  - significant hazards in the rural workplace
  - all relevant OHS legislation and Codes of Practice, consistent with the elements of competence
  - the hierarchy of OHS risk control and its implementation for hazards in agriculture and horticulture
  - literacy levels and communication skills of farm workers, including seasonal workers
  - suitable communication techniques
- The ability to:
  - demonstrate a mature approach to the daily application of safe working procedures

### C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**
Authorised Registered Training Organisation (RTO).

**Special outcomes of assessment for purposes of licensing by a government or other authority**
Demonstrated competence in the elements of this unit is essential to ensure compliance with relevant OHS legislation and associated regulations. There are no licensing requirements for this unit.

**Interdependent assessment of units**
This unit could be assessed with units covering all rural workplace tasks. In particular, units RUA AGCORE2 A *Follow farm occupational health and safety procedures* and RUA AG3021OH A *Implement and monitor OHS programs*.
For individuals with managerial responsibilities, as owner or employer of a large agricultural or horticultural enterprise.

C. ASSESSMENT GUIDE (continued)

Qualifications of Assessor

‘Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment

These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed

Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace

There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit

Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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<tr>
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◊ Communicating - with workers and supervisors on the property, with industry advisers and the overall industry networks
◊ Collecting, analysing and organising information - on hazard audits on the farm, on industry information and implementing relevant farm procedures
◊ Planning and organising activities - to implement farm business plan
◊ Working with teams and others - to implement farm safety procedures, programs and training activities
◊ Using mathematical ideas and techniques - to calculate costs, set priorities develop OHS business plan
◊ Solving problems - in determining best possible options, set priorities and overcome difficulties to reduce injury risk
◊ Using technology - to communicate and record OHS activities
<table>
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| 4130.1 Assess options of ownership | 4130.1.1 Cost of existing ownership arrangement is assessed.  
4130.1.2 Value of alternative ownership and capital arrangements are assessed.  
4130.1.3 Comparative economies of using old and new plant or contractors is assessed.  
4130.1.4 Hazards to health and safety of existing and new plant and equipment is identified and risk assessed. |
| 4130.2 Assess the life of plant and equipment | 4130.2.1 Annual use of equipment and its remaining life at rate of usage is estimated.  
4130.2.2 Impact of reconditioning on expected life is estimated.  
4130.2.3 Financial viability of reconditioning is assessed.  
4130.2.4 Impact of changes in farm operations on machine life is estimated.  
4130.2.5 Plan for replacement and/or reconditioning is developed. |
| 4130.3 Select suitable replacement equipment for proposed production | 4130.3.1 Options for replacement and/or reconditioning are researched.  
4130.3.2 Skills required for operation and maintenance of alternative proposed equipment are considered.  
4130.3.3 Suitability of equipment to farm management practices is evaluated.  
4130.3.4 Hiring and group ownership schemes are evaluated for relevance to farm operations.  
4130.3.5 Alternative quotation and contract conditions are sought and negotiated.  
4130.3.6 Alternative replacements are tested and/or references sought to determine suitability.  
4130.3.7 Quality of dealer support is assessed to evaluate any probable additional maintenance costs. |
| 4130.4 Arrange finance | 4130.4.1 Alternative sources of equipment finance are researched and evaluated.  
4130.4.2 Alternative finance payments are compared with the farm cash flow and profits to determine suitability.  
4130.4.3 Finance terms are negotiated to achieve best farm profits and cash flow. |
A. RANGE OF VARIABLES

- Alternative farm operations include:
  - different crops and cropping areas, alternative farm management methods
- Cost of ownership may include cost of:
  - initial purchase, finance, maintenance, operation, and may include an assessment of impact on cash flow and taxation
- Hazards to health and safety as assessed using industry and specialist advice and information. The include:
  - mechanical hazards associated with moving parts, noise, dusts, fumes, ergonomic hazards associated with posture, movement and vibration, electricity, biological hazards, chemical hazards
- Ownership options may include:
  - cash purchase, fully drawn advance, hire purchase, leasing or rental, group ownership (syndication), use of contractors
- Dealer backup may include:
  - quality of advice, spare parts availability, service personnel availability and quality, finance terms offered
Plan for replacement of equipment

A. RANGE OF VARIABLES

- Research for plant and equipment replacements is through other farmers, consultants, accountants, advisers, machinery sales people, rural press, and farm improvement groups.
- Evaluation of new equipment may be made at field days and through site demonstrations, and may include:
  - capacity, compatibility with existing farm equipment, suitability for range of farm methods
- Evaluation of existing equipment may include:
  - age, suitability, utilisation, cost of ownership, resale value
- Finance evaluation includes assessment of advantages and disadvantages in context of farm business.
- Tractor evaluation may include:
  - selection of appropriate weight power ratio for farm operations, selection of features, such as tyres, ballast and accessories
- Seeding and other tillage machine evaluation may include:
  - size, power and capacity matched to available tractor, selection of features to suit farm operations,
    eg. trash clearance, flotation and depth control, accuracy of rates size to suit farm clearances and road transport legislation bulk handling equipment
- Boom spray unit selection and matching may include:
  - capacity to suit areas to be covered in a given time, ability to deliver required range of pesticides and nutrients, suitable filling unit and auxiliary equipment for spray unit and farm operations

B. EVIDENCE GUIDE

Key Outcomes

- Evaluation of existing equipment
- Suitability of machine selected for farm operations
- Evidence may include a history of purchases over time
- A developed ability to critically observe and record new technologies and better methods.

OHS that impact upon the performance of this unit

- This is one of the most important units for improving OHS performance for the future.
- Relevant OHS hazards identification, risk assessment and risk control measures. These include:
  - safe livestock handling systems
  - safe manual handling systems
  - safe plant and equipment systems
  - safe systems for handling hazardous substances
  - selection, use and maintenance of relevant personal protective clothing and equipment

Holistic Outcome

Equipment replacements are budgeted and affordable within planned replacement program targets.

Underpinning knowledge and skills

- A basic working knowledge of:
  - alternative ranges of equipment
  - range of functions required in machine to match farm operations
  - equipment safety requirements
- The ability to:
  - evaluate machine operation
  - negotiate contracts for machine and finance
  - evaluate finance options
  - assess impact of purchase or reconditioning on farm budgets and cash flow
C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed 'Assessment Guidelines' for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
The completion of unit RUA AG4204BM A Operate within a budget framework relies on information based in this unit for its completion.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: "Conduct Assessment in Accordance with an Established Assessment Procedure" and "Plan and Review Assessment."

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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◊ Communicating - with the full range of field staff and industry participants
◊ Collecting, analysing and organising information - on the enterprise and job specifications
◊ Planning and organising activities - of work teams and equipment
◊ Working with others and in teams - to complete specified activities and operations
◊ Using mathematical ideas and techniques - in calculating job specifications
◊ Solving problems - accessing information from supervisors
◊ Using technology - to communicate, calculate and record
Training does not necessarily mean formal, structured or private provider training and may only consist of structured, informal or unstructured training in workplace routines.

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| 4202.1 Confirm the need for training | 4202.1.1 The specified training need is identified or advised by appropriate personnel.  
4202.1.2 The specific training need is confirmed with appropriate personnel.  
4202.1.3 The training objectives reflect the specific training need. |
| 4202.2 Plan and document training session | 4202.2.1 Training outcomes are clearly stated.  
4202.2.2 Steps in the training session follow a logical sequence.  
4202.2.3 The training method(s) selected are appropriate for:  
- the training outcomes  
- trainee characteristics  
- availability of equipment and resources  
4202.2.4 Plans for practice by trainees are made.  
4202.2.5 Evidence required for assessment and how it will be collected is stated. |
| 4202.3 Arrange location and resources | 4202.3.1 Resources required for training are identified and approved by appropriate personnel.  
4202.3.2 Suitable locations for training are arranged.  
4202.3.3 The equipment, tools and other resources required are organised to be available when needed.  
4202.3.4 Arrangements are made with any people who are required to help in the training session or in the follow-up to the training session.  
4202.3.5 The training environment arranged is safe and accessible. |
| 4202.4 Notify trainees | 4202.4.1 Trainees are notified of the time and place of the training.  
4202.4.2 Supervisors of trainees are notified of the time and place of the training and of any other requirements for the training session.  
4202.4.3 The purpose of the training is notified to all involved. |
| 4202.5 Instruct trainees | 4202.5.1 A systematic approach is taken to instruction, taking into account:  
- explanation  
- demonstration  
- review  
- trainee explanation  
- trainee demonstration  
- feedback.  
4202.5.2 Instruction process is revised and modified as necessary to meet the learning needs of trainees.  
4202.5.3 Trainees are encouraged by positive comments from the trainer.  
4202.5.4 Feedback during instruction is designed to help trainees learn from their mistakes.  
4202.5.5 Trainees are encouraged and guided to evaluate their own performance and assess it for improvement. |
| 4202.6 Provide opportunities for practice | 4202.6.1 Opportunities for practice are provided according to the specific learning situation and the training objectives.  
4202.6.2 Constructive feedback and reinforcement are provided during practice.  
4202.6.3 Readiness of trainees for assessment is monitored. |
## Element of Competency Performance Criteria

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| 4202.7 Confirm trainee has reached required standard of performance | 4202.7.1 Evidence of satisfactory performance by the trainee is collected in accordance with the training session plan.  
4202.7.2 The trainee is advised that he/she has reached the required standard of performance.  
4202.7.3 Other appropriate personnel are advised that the trainee has reached the required standard of performance. |
| 4202.8 Evaluate training session | 4202.8.1 Trainees are encouraged to raise problems or difficulties with any aspect of the training session.  
4202.8.2 Trainees are asked to discuss their ability to apply the learning outcomes.  
4202.8.3 Reaction of trainees to the training session is sought.  
4202.8.4 Review comments are summarised.  
4202.8.5 The results of the evaluation are used to guide further training. |
| 4202.9 Record training | 4202.9.1 The details of the trainees who have completed the training are accurately recorded according to the organisation’s requirements.  
4202.9.2 Other records as required by legislation or agreement are kept.  
4202.9.3 Records are released to authorised personnel only.  
4202.9.4 Records are securely stored. |
| 4202.10 Provide information on training | 4202.10.1 Information on training proposed, in hand or completed, is provided to management as required.  
4202.10.2 Information on proposed training is provided to prospective trainees on request.  
4202.10.3 Information on appropriate, available training is provided to employees on request. |
## A. RANGE OF VARIABLES

- Enterprise environment may range from a small agribusiness without formal management structured or formal training systems to an agribusiness of size to have an organisation structure, and structured enterprise training.
- Trainers provide training in the workplace, but not as a major part of their job. Training may be provided:
  - infrequently or regularly, in a structured training context as part of a training program, as well as informal training within the enterprise requirements, on use of particular piece of equipment, basic cleaning and field procedures, training materials developed by others are used as appropriate, or basic materials may be developed for enterprise training.
- Documentation procedures follow enterprise requirements. Minimum documentation may comprise:
  - lists of personnel trained in competencies, information for instructor use only.
- Trainee group size may include:
  - one-to-one instruction, on-farm in smaller agribusinesses or more formally on or off-the-job in larger agribusinesses, sometimes small group.
- Explanations may include:
  - safe work practices, quality assurance procedures, basic operating principles, components of equipment/system.
- Presentations and training methods:
  - step by step demonstration of practical skills and explanation, application of knowledge to practical agribusiness activities.

All procedures must contain safe work practices according to industry applications spelt out eg. in Rural Industry Workers Guide, Rural Industry Employers Guide, Farm Safe.
B. EVIDENCE GUIDE

Key Outcomes
Staff are trained to the standard required, capable of performing all duties to enterprise standards without supervision.

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- induction of new workers in OHS roles and responsibilities
- the enterprise OHS risk management programs

Holistic Outcome
Staff training is an on-going aspect of employment and supervision where old skills are improved and new skills developed in an environment that encourages learning and skilling of all staff.

Underpinning knowledge and skills
- A basic working knowledge of:
  - possible training locations with the workplace
  - relevant safety and health standards to be observed
  - organisation’s record keeping arrangements and security and access procedures
  - training procedures and processes
- The ability to:
  - explain specific training needs and how they were determined
  - prepare an outline of the training session, preferably in writing
  - apply training methods selected
  - recognise trainee characteristics, eg. language and literacy/numeracy skills, cultural background, previous experience, that may affect learning
  - provide evidence that trainees and their supervisor know about training arrangements made
C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit can be assessed independently.

Qualifications of Assessor
‘Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

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C. ASSESSMENT GUIDE (continued)

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.

Training venues
- white boards, flip charts, transparencies and other training materials and equipment

Copies of the relevant competency standards

<table>
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◊ Communicating - with trainees, before, during and after each training session
◊ Collecting, analysing and organising information - about training needs, services available
◊ Planning and organising activities - training schedules and programs
◊ Working with others and in teams - staff, training procedures
◊ Using mathematical ideas and techniques - may be required for some units being taught
◊ Solving problems - training process, trainee difficulties, training providers off-jobs
◊ Using technology - overhead projector, tape recorder, VCR, computers for some tasks
Industry: Rural
Area of Competency: Generic: Management
Sector: Beef Cattle Production

RUA AG4204BM A Operate within a financial budget framework

<table>
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| 4204.1 Participate in formulation of budget | 4204.1.1 Budget consultation is followed.  
|                                 | 4204.1.2 Budget variations are requested.               |
| 4204.2 Supervise financial transactions | 4204.2.1 Expenditure is arranged within budget delegations.  
|                                 | 4204.2.2 Expenditure is recorded to enterprise requirements.  
|                                 | 4204.2.3 Enterprise budget and financial reports are checked.  
|                                 | 4204.2.4 Expenditure is adjusted to meet financial targets. |

A. RANGE OF VARIABLES

- Budget elements may include:
  - projected expenditure by item, projected income by source, cash flow budgets, budget delegations, variation and review procedures, credit and credit limits, security measures, reporting mechanisms, assets and liabilities
- Comparisons between planned and actual performance comprise actual budget cash flow and planned cash flow and similar statements from previous planning periods
- Records may be paper based or use EDP devices

B. EVIDENCE GUIDE

Key Outcomes
Supervisors and overseers can operate with clear guidelines for providing input to budgetary processes and with delegations for spending, in situations where financial control may be exercised in a location separate from the property.

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- allocation of sufficient financial resources to maintaining health and safety

Holistic Outcome
People responsible for supervising day to day operations who report to management can take part in budgetary procedures and purchase inputs and services knowing the amounts delegated for each item and reporting appropriately to management.

Underpinning knowledge and skills
- A basic working knowledge of:
  - costing mechanisms
  - forecasting mechanisms
  - farm book keeping conventions
  - banking routines and conventions
  - recording systems
  - features of a sound budget
  - finance systems
- The ability to:
  - observe and measure results
  - make analysis and decision
  - negotiate budget framework
  - record and report
C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit can be assessed independently.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: "Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

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Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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◊ Communicating - with management about budget preparation and delegations
◊ Collecting, analysing and organising information - for input to the budget process
◊ Planning and organising activities - getting data together for budget sessions
◊ Working with others and in teams - with manager and staff for budget sessions
◊ Using mathematical ideas and techniques - budget calculations, financial transactions
◊ Solving problems - with management, excessive expenditure, lack of credit
◊ Using technology - office calculators, computers, communication technology
**RUA AG4207BM A Implement a property improvement plan**

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| 4207.1 Agree on the improvement to be carried out | 4207.1.1 Specific improvements are discussed and agreed for the planning period.  
4207.1.2 Maintenance of improvements is determined.  
4207.1.3 Budgets are allocated for planned improvements. |
| 4207.2 Arrange the design and layout of the property improvements | 4207.2.1 Alternative plans and layouts are considered.  
4207.2.2 Final designs are selected.  
4207.2.3 Plans are drawn for scheduled improvements. |
| 4207.3 Order materials for property improvements | 4207.3.1 Quotes are obtained for required materials.  
4207.3.2 Suppliers are selected  
4207.3.3 Materials are ordered to enterprise procedures. |
| 4207.4 Prepare sites for installation | 4207.4.1 Sites are inspected for planned property improvements.  
4207.4.2 Selected sites are measured and pegged.  
4207.4.3 Land preparation is undertaken prior to construction. |
| 4207.5 Supervise installation and operation of property improvements | 4207.5.1 Installation of property improvements commenced.  
4207.5.2 Site works checked are regularly against plans.  
4207.5.3 Corrective action is initiated as required. |
| 4207.6 Carry out planned maintenance | 4207.6.1 Planned maintenance to is carried out to enterprise requirements. |

**A. RANGE OF VARIABLES**

- The Range of Variables statements should be designed at an industry level. The following indicate the dimensions which may be considered:
  - property improvements include:
    - buildings, yards, stock handling structures, fences, water supply systems, roads, tracks, soil consideration works, irrigation and drainage channels, silage pits, grain and fodder storages, trellises, shelters and shade cloth, drying racks

**B. EVIDENCE GUIDE**

**Key Outcomes**

- Property improvement plan developed as a part of farm plan
- Materials and resources ordered and sites prepared
- Installation and function of improvements supervised as planned
- Maintenance strategies implemented in line with property plans

**OHS issues that impact upon the performance of this unit**

Tools and equipment are used in accordance with enterprise policies, OHS legislation and manufacturers’ instructions.

**Holistic Outcome**

Property improvements and maintenance to physical structures are carried out efficiently and in accordance with long-term whole farm plan.
Industry: Rural
Area of Competency: Generic: Management & Supervision
Sector: Beef Cattle Production

RUA AG4207BM A Implement a property improvement plan (continued)

B. EVIDENCE GUIDE (continued)

Underpinning knowledge and skills
- A basic working knowledge of:
  - fencing construction - building construction
  - soil conservation - irrigation works
  - fodder storages - tree planting
  - stock yards and facilities - water supplies
- The ability to:
  - plan construction of physical resources
  - organise maintenance of physical resources

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed 'Assessment Guidelines' for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit can be assessed independently.

Qualifications of Assessor
'Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.
Implement a property improvement plan  (continued)

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
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◊ Communicating - with management, staff and suppliers
◊ Collecting, analysing and organising information - designs of physical facilities
◊ Planning and organising activities - preparing construction sites
◊ Working with teams and others - staff, management, suppliers, contractors
◊ Using mathematical ideas and techniques - measurement of sites, ordering materials
◊ Solving problems - wrong materials supplied, timing and sequencing
◊ Using technology - measurements of areas, volumes, calculations, communication technology
Industry: Rural  
Area of Competency: Feedlot Operation  
Sector: Beef Cattle Production

<table>
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<th>Element of Competency</th>
<th>Performance Criteria</th>
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| 4500.1 Identify the requirements for feedlot establishment | 4500.1.1 The physical aspects of feedlotting are identified to determine suitability of the enterprise.  
4500.1.2 Regulatory restrictions applicable to the site are identified in consultation with relevant authorities |
| 4500.2 Prepare feedlot rations                  | 4500.2.1 Rations for particular classes of livestock are prepared in line with prescribed formulations, available supplies and class of cattle.  
4500.2.2 Factors affecting the nutrition of feedlot cattle are identified and reported to ensure optimum rations are provided. |
| 4500.3 Select feedlot cattle                    | 4500.3.1 Appropriate cattle for feedlotting will be selected and purchased.  
4500.3.2 Purchased cattle inspected on delivery and details recorded in the feedlot record. |
| 4500.4 Monitor performance of feedlot cattle    | 4500.4.1 Cattle not responding appropriately to induction, adaptation and fattening phases identified and details recorded.  
4500.4.2 Causes of low response determined and management changes implemented and recorded.  
4500.4.3 Performance monitoring includes an assessment of overall compliance with health and quality assurance protocols. |

A. RANGE OF VARIABLES

- Classes of cattle may include:
  - finishing steer calves, yearling steers, two-year-old, growing steers
- Factors affecting feedlot nutrition may include:
  - estimation of metabolisable energy, feed conversion efficiency versus growth rate, economic analysis of cost of gain and net, level of management, return per head in terms of feed conversion, level of use of concentrates, animal health programs, stock turnover rate
- The regulatory aspects of feedlots are controlled by State and Local Government bodies
- The physical aspects of feedlots may include consideration of:
  - costing a new feedlot, land disposal, area sizing, overall layout, induction facilities, watering system design, shade structures, runoff control structures, feed mill design, cattle psychology, animal welfare, worker safety, legal requirements
- Daily nutritional requirements of cattle may include an assessment of:
  - metabolisable energy (ME), protein, Calcium, Phosphorus, dry matter
- Health and quality assurance protocols may include consideration of:
  - withholding periods, export health protocols for live cattle, Cattlecare, avoidance of contaminants which predispose, meat residues
Industry: Rural
Area of Competency: Feedlot Operations
Sector: Beef Cattle Production

RUA AG4500BC A Control feedlot operations (continued)

B. EVIDENCE GUIDE

Key Outcomes
Competency will be judged against the performance criteria within the parameters of the Range of Variables using the following as evidence:
- the importance of local conditions and factors
- feed conversion efficiency versus growth rate is justified economically
- economic analyses of cost of gain and net return per head in terms of feed conversion complies with industry expectations for particular groups/classes of cattle

OHS issues that impact upon the performance of this unit
- Relevant OHS hazards identification, risk assessment and risk control measures
  - safe operating procedures
  - safe manual handling systems and procedures
  - safe systems and procedures for outdoor work, including protection from solar radiation
  - selection, use and maintenance of relevant personal protective equipment
- Safety in cattle handling depends on:
  - the stock (age, sex, breed, weight, horn status, stress, temperament, training of the animal)
  - the facilities and conditions (state of repair, size and design of yards and/or feedlots, manways, slippery surfaces, and the restraint including crushes, head balls)
  - the activity/operation being performed
  - the hygiene, alertness, clothing
  - planning procedure sequences
  - the competence of the handler

Holistic Outcome
Management of feedlot operations maximises growth and feed conversion

Underpinning knowledge and skills
- A knowledge of:
  - factors adversely affecting meat quality (such as overfat, bruising, stress) are minimised
  - feedlot cattle nutrition
  - feedlot management practices and principles
- The ability to:
  - assess cattle for suitability to feedlot procedures
  - record procedures
  - report recommendations to management

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit can be assessed independently.
C. ASSESSMENT GUIDE (continued)

Qualifications of Assessor

‘Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

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Measures to ensure consistency in assessment

These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed

Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace

There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit

Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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- **Communicating** - with feedlot staff and suppliers
- **Collecting, analysing and organising information** - on planning and legislative aspects of the feedlot operation
- **Planning and organising activities** - for feedlot operation
- **Working with teams and others** - to achieve property production targets
- **Using mathematical ideas and techniques** - to calculate price, quantity and distance
- **Solving problems** - of supply and finance
- **Using technology** - to calculate and measure
## Arrange marketing

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| 4501.1 Determine market specifications and prices | 4501.1.1 Potential purchasers of product are identified and recorded.  
4501.1.2 Market/product specifications are identified.  
4501.1.3 Price structures for specified product established with potential purchasers.  
4501.1.4 Applicable quality assurance schemes are identified.  
4501.1.5 Ability to deliver to specifications is determined. |
| 4501.2 Identify sale outlets | 4501.2.1 Information on sale outlets is obtained.  
4501.2.2 Sale logistics are determined.  
4501.2.3 Sale outlets are determined.  
4501.2.4 Sale conditions and costs are determined. |
| 4501.3 Select sale methods | 4501.3.1 Marketing plan is reviewed in relation to current market situation.  
4501.3.2 Sale outlets are consulted about current market situation and prospects.  
4501.3.3 Sale outlet is informed of sale method selected for the product. |
| 4501.4 Prepare cattle for market | 4501.4.1 Cattle are mustered for sorting and preparation for sale.  
4501.4.2 Cattle treatments are applied if required.  
4501.4.3 Cattle are weighed/condition scored as required to establish product specification.  
4501.4.4 Cattle are yarded in time to empty out prior to cartage.  
4501.4.5 Required documentation is identified and completed. |
| 4501.5 Arrange transport | 4501.5.1 Sales outlets are contacted about transport.  
4501.5.2 Transport is arranged to market outlet.  
4501.5.3 Product is loaded for transport. |
| 4501.6 Sell product | 4501.6.1 Price is estimated of product obtained.  
4501.6.2 Price trends are identified.  
4501.6.3 Price risk strategies are implemented.  
4501.6.4 Negotiations with brokers, agents and buyers are completed.  
4501.6.5 Payment is arranged or processed. |
| 4501.7 Evaluate sales performance | 4501.7.1 Sales data is obtained and analysed.  
4501.7.2 Sales performance is monitored against the marketing plan.  
4501.7.3 Positive and negative aspects of marketing performance are noted.  
4501.7.4 Marketing records are kept for future reference. |
A. RANGE OF VARIABLES

- Information on sale outlets may include:
  - frequency of sales, types of sales held, size of sale held, sale dates, brokers/agents acting at the sales, types of selling methods available, security of funds
- Sale logistics may include:
  - transport availability, cost of transport, time to get product to sale outlets, reserve price
- Sale outlets may include:
  - auction markets, contract sales, processors, deliverable future contracts, paddock/private, computer aided
- Sale conditions may include:
  - commissions, saleyard costs, levies, animal health tests, national residue tests, AUSMEAT descriptions, export slaughter interval
A. RANGE OF VARIABLES (continued)

- Market requirements may be established from:
  - market reports, selling agents, processors, buyers
- Products may include:
  - calves, stores, replacement heifers, steers, bulls, specific market types
- Product variables may include the specification of:
  - age, horns, weight, health anomalies, fat cover, chemical application history, muscling, pregnancy status,
    feed history, coat colour, breed, use of end products
- Cattle treatments may include:
  - identification tags, dehorning
- Codes of Practice may include:
  - Code of Practice for minimum residue levels, Code of Practice for the welfare of cattle, Code of Practice for land transport
- Transport plan may include:
  - quality assurance scheme declarations, quantity and quality of product, time of pick up and delivery, place of pick up and delivery, insurance
- Sale performance indicators may include:
  - objective information, kill sheets, actual prices paid/passed in rates, market movement by indicators

B. EVIDENCE GUIDE

Key Outcomes
- Better performance due to careful and planned marketing
- Strategic use of information and market plans

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- Safe livestock handling systems and procedures, including zoonoses control, transport
- Safe manual handling systems and procedures
- Safe systems and procedures for outdoor work, including protection from solar radiation

Holistic Outcome
The sales and marketing outcomes of enterprise product are maximised.

Underpinning knowledge and skills
- A basic working knowledge of the following to the level appropriate to level 4:
  - market specifications
  - quality assurance
  - sale outlets and dates
  - transport systems
  - price risk strategies
  - sales analysis
- The ability to:
  - prepare marketing plans
  - implement marketing plans
- Awareness and knowledge of Minimum Residue Levels (MRLs) and the variance between countries.
- Legislative health requirements for live animals, embryos, foetuses, etc.
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG4501BC A Arrange marketing (continued)

B. EVIDENCE GUIDE (continued)

Underpinning knowledge and skills
- A basic working knowledge of the following to the level appropriate to AQF level 4:
  - market specifications
  - quality assurance
  - sale outlets and dates
  - transport systems
  - price risk strategies
  - sales analysis
- The ability to:
  - prepare marketing plans
  - implement marketing plans
- Awareness and knowledge of Minimum Residue Levels (MRLs) and the variance between countries.
- Legislative health requirements for live animals, embryos, foetuses, etc.

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed 'Assessment Guidelines' for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
RUA AG3500BC A Select livestock for market and RUA AG3501BC A Arrange transportation are prerequisites for this unit.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: "Conduct Assessment in Accordance with an Established Assessment Procedure" and "Plan and Review Assessment."

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Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer's Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.
Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.
### Utilisation of key competencies in the performance of this unit

| Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design) |
|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Communicating ideas & information | Collecting, analysing & organising information | Planning & organising activities | Working with teams & others | Using mathematical ideas & techniques | Solving problems | Using technology |
| 2 | 2 | 2 | 2 | 2 | 2 | 2 |

- **Communicating** - with livestock agents and processors
- **Collecting, analysing and organising information** - on markets, weights and production tables
- **Planning and organising activities** - of transport and processing
- **Working with teams and others** - to facilitate orderly marketing
- **Using mathematical ideas and techniques** - to calculate production and financial returns
- **Solving problems** - of marketing and price fluctuation
- **Using technology** - to communicate and calculate
Industry: Rural  
Area of Competency: Beef Cattle Generic  
Sector: Beef Cattle Production  

RUA AG4502BC A  Arrange livestock purchases

**Element of Competency** | **Performance Criteria**
--- | ---
4502.1 Determine purchasing requirements | 4502.1.1 Breed and type of cattle are identified for purchase.  
4502.1.2 Number of each type is determined.

4502.2 Identify sources of livestock | 4502.2.1 Sources of livestock are identified.  
4502.2.2 Agents are identified and engaged, if appropriate.  
4502.2.3 Agent is informed of numbers and types of stock required if appropriate.  
4502.2.4 Initial checks on livestock suitability are carried out.

4502.3 Determine health status | 4502.3.1 Information on herd health issues are sought.  
4502.3.2 Certificates are sourced where applicable.  
4502.3.3 Health status is sought from present owner or agent.

4502.4 Inspect cattle for purchase | 4502.4.1 Suitability of cattle is assessed and drafted as required.  
4502.4.2 Price is determined and financial arrangements finalised.  
4502.4.3 Numbers of animals are checked.

4502.5 Determine statutory requirements | 4502.5.1 Information is sourced on statutory requirements.  
4502.5.2 Herd movements and health declarations are obtained from relevant authorities.

4502.6 Organise transport | 4502.6.1 Carriers terms of engagement are identified.  
4502.6.2 Carrier is engaged.  
4502.6.3 Insurance cover is arranged.  
4502.6.4 Stock are counted onto truck.

4502.7 Implement health strategy on arrival | 4502.7.1 Health status of all animals is checked on arrival and treated as required in line with property policy.  
4502.7.2 Sick or distressed cattle are isolated.

**A. RANGE OF VARIABLES**

- Information sources for livestock purchases may include:
  - stock and station agents, rural news, rural newspapers, electronic marketing, word of mouth, private consultations
- Information on herd health can be source from:
  - owner, word of mouth (neighbours), local veterinarian, Department of Agriculture/Primary Industries etc, veterinary suppliers
- Whether stock are suitable or not depends on:
  - strain/bloodline, ability to cope in different environments, weed seed contamination, age, present condition, stage of lactation, sex
- Herd health issues may include:
  - history of chemical applications, endo/exo parasites, mastitis, Johnes disease, other
- Vendor declarations may include:
  - Johnes disease, chemical residue, other
- Relevant authorities may include:
  - Department of Agriculture/Primary Industries, Rural Lands Protection Boards, regional stock and pasture boards
- Suitability of cattle may be determined by:
  - age, condition, number, end use, breed/strain, size, cost, sex, production records, weight, fat cover, muscling, feed history, horns, health anomalies, chemical application history, pregnancy status, coat colour
- Price determined by auction or private sale negotiation.
- Carriers terms of engagement may include:
  - cost per kilometre, time for trip, water points (long trip), number per truck/deck/section, quality of service
A. RANGE OF VARIABLES (continued)

- Health strategies on arrival may include isolation of all incoming animals
- Treatments may include:
  - vaccinations, lice treatment, drench, foot bathing, quarantine
- Statutory requirements may include:
  - Animal Welfare Codes of Practice, animal health protocols, Code of Welfare for Land Transport
- Negotiations with carrier regarding conditions include:
  - workers compensation and public liability insurance, identification to carrier of OHS hazards on-farm

B. EVIDENCE GUIDE

Key Outcome
The planning and organisation of stock purchases that maximise enterprise output and take into consideration all possible negative contingencies

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe livestock handling systems and procedures, including zoonoses control measures
- alert to others on the farm, including workers and family members, of planned presence of transport
- safe manual handling systems and procedures
- safe systems and procedures for outdoor work, including protection from solar radiation
- safe systems and procedures for handling farm chemicals
- selection, use and maintenance of relevant personal protective clothing and equipment

Holistic Outcome
Cattle purchases are such that the cattle enterprise outcomes are maximised.

Underpinning knowledge and skills
- A basic working knowledge of the following to the level appropriate to level 4:
  - livestock assessment
  - transport of cattle
  - livestock selling procedures
  - animal health procedures
  - matching livestock to feed available
  - livestock insurance
- The ability to:
  - arrange livestock purchases
  - assess livestock
  - match feed supply to livestock needs
  - arrange insurance
  - organise transport
  - implement health strategies
  - negotiate price and terms
C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**

Authorised Registered Training Organisation (RTO).

**Special outcomes of assessment for purposes of licensing by a government or other authority**

There are no licensing requirements for this unit.

**Interdependent assessment of units**

**Prerequisite:**
- RUA AG1500BC A  *Carry out basic beef cattle handling duties*
- RUA AG2501BC A  *Muster and move cattle*

**Qualifications of Assessor**

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**Measures to ensure consistency in assessment**

These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

**Where the unit is assessed**

Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

**Resources required beyond those normally found in a functioning agricultural workplace**

Resource for assessment can be readily simulated in a training environment. Exercises may also be developed using a combination of resources at municipal saleyards, the training provider and the workplace.

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**Utilisation of key competencies in the performance of this unit**

**Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)**

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◊ **Communicating** - with breeders and stock agents  
◊ **Collecting, analysing and organising information** - on sources and breeders  
◊ **Planning and organising activities** - to inspect, transport and complete health checks  
◊ **Working with teams and others** - to organise transport  
◊ **Using mathematical ideas and techniques** - to calculate prices
◊ **Solving problems** - of budgeting and purchase
◊ **Using technology** - to communicate and calculate
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG4503BC A Develop feeding plans

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| 4503.1 Assess cattle nutrient requirements | 4503.1.1 Essential requirements for cattle nutrition are identified.  
4503.1.2 Processes affecting cattle digestion are identified.  
4503.1.3 Physiological effects of nutrient are identified.  
4503.1.4 Seasonal effects on supply of nutrients are identified. |
| 4503.2 Determine cattle condition and nutritional needs | 4503.2.1 Method of determining cattle body condition is identified.  
4503.2.2 Cattle condition is assessed.  
4503.2.3 Stock production status is noted and feed requirements calculated. |
| 4503.3 Determine ability of pasture to satisfy cattle feed requirements | 4503.3.1 Feed requirements that can be sourced from pasture are identified.  
4503.3.2 Pasture types are matched to cattle requirements.  
4503.3.3 Pasture intake factors are identified. |
| 4503.4 Match feed requirements to satisfy feed supply. | 4503.4.1 Sustainable stocking capacity is determined.  
4503.4.2 Grazing management strategy is determined.  
4503.4.3 Paddock plan is drawn up. |
| 4503.5 Develop supplementary feeding plans | 4503.5.1 Economic basis to supplementary feeding is determined.  
4503.5.2 Feed types are determined.  
4503.5.3 Feed requirements of all classes of stock are determined.  
4503.5.4 Quantity of feed required are ascertained.  
4503.5.5 Feeding hazards are identified.  
4503.5.6 Feeding plan is determined. |

A. RANGE OF VARIABLES

- Essential requirements may include:
  - energy, protein, vitamins, water, minerals
- Processes affecting digestion may include:
  - ovine anatomy, role of rumen bacteria, poisonous plants
- Essential requirements may vary due to:
  - liveweight and body condition, mating, lactation, growth, weather conditions/wind chill, sex, energy concentration of feed, distance walked for feed, water or shade, pasture digestibility, age, disease/health status
- Cattle condition may be assessed by:
  - weighing, condition scoring
- Production status may include:
  - stage of pregnancy, lactation, age
- Pasture intake may vary due to:
  - pasture quality, pasture quantity, presence of weeds, weather conditions, pasture height, seasonal nature of production cycle
- Pasture quantity may vary according to:
  - pasture yield, type of stock, time of year, stage of production
- Supplementary feeding may be required to cover seasonal, drought or other feed shortage and trace element deficiencies
- Feeding plans may include:
  - target weights, method of feeding, problems associated with purchasing feeds, weed control strategy
Industry: Rural  
Area of Competency: Beef Cattle Generic  
Sector: Beef Cattle Production

RUA AG4503BC A Develop feeding plans (continued)

**B. EVIDENCE GUIDE**

**Key Outcomes**
- Skills/knowledge to assess livestock nutrient needs
- Feed resources and management matched to meet livestock nutrient needs.

**OHS issues that impact upon the performance of this unit**
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- hazards to health and safety identified for current and planned feeding plans, risk assessed and suitable control measures implemented. Hazards include livestock, organic dusts, chemicals, manual handling hazards

**Holistic Outcome**
Feed resources are managed to optimise enterprise outcomes.

**Underpinning knowledge and skills**
- A basic working knowledge of the following to the level appropriate to level 4:
  - nutrient requirements of livestock
  - daily energy requirements
  - water quality and livestock tolerances
  - nutritive levels of different feeds
  - assessing condition of stock
  - livestock carrying capacity
  - relationship between nutrition and meat production
  - cattle digestive system
  - relationship between lactation and body reserves
- The ability to:
  - assess pastures for grazing
  - arrange supplementary feeding
  - determine nutrients supplied by different supplementary feeds
  - match feed supply and demand

**C. ASSESSMENT GUIDE**

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**
Authorised Registered Training Organisation (RTO).

**Special outcomes of assessment for purposes of licensing by a government or other authority**
There are no licensing requirements for this unit.

**Interdependent assessment of units**
Prerequisite:
- RUA AG2500BC A Feed livestock
- RUA AG3503BC A Implement feeding plans

Completion of this unit will also provide an invaluable base for unit RUA AG4521DY A Develop and implement a pasture and crop management plan.
C. ASSESSMENT GUIDE (continued)

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

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Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
<th>Collecting, analysing &amp; organising information</th>
<th>Planning &amp; organising activities</th>
<th>Working with teams &amp; others</th>
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</table>

◊ Communicating - with feed suppliers and other farm personnel
◊ Collecting, analysing and organising information - on nutritional requirements and feeding routines
◊ Planning and organising activities - to complete feeding routines efficiently
◊ Working with teams and others - to complete suitable plans
◊ Using mathematical ideas and techniques - to calculate quantities
◊ Solving problems - of access and feed availability
◊ Using technology - to communicate and calculate
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG4504BC A  Design cattle handling facilities

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>4504.1  Determine requirements for cattle</td>
<td>4504.1.1 Types of cattle holding operations are listed.</td>
</tr>
<tr>
<td>4504.1  handling facilities</td>
<td>4504.1.2 Equipment and facilities are listed for each operation.</td>
</tr>
<tr>
<td></td>
<td>4504.1.3 Sizes of facilities are estimated in relation to number of stock to be handled</td>
</tr>
<tr>
<td></td>
<td>4504.1.4 Alternative sites and locations of cattle handling operations are considered.</td>
</tr>
<tr>
<td>4504.2  Develop plans for cattle handling</td>
<td>4504.1.5 Need for portability of facilities are assessed.</td>
</tr>
<tr>
<td>4504.2  facilities</td>
<td>4504.1.6 Hazards to health and safety of existing and planned cattle handling facilities identified, risk is assessed and facilities are designed to control that risk.</td>
</tr>
</tbody>
</table>

A. RANGE OF VARIABLES

- Cattle handling facilities include:
  - fixed and portable yards, drafting gates, dips, laneways, gates, loading ramps, showers, other
- Sources of plans include:
  - other cattle producers, breed associations, publications, educational institutions, commercial suppliers,
    Departments of Agriculture/Primary Industry, consultants, own resources, commercial sources
- Hazards to health and safety include:
  - livestock handling, ergonomics and manual handling, zoonoses, organic dusts and fumes, noise,
    slips, trips and falls, exposed moving parts of machinery, electricity and equipment

B. EVIDENCE GUIDE

Key Outcomes
- A current knowledge of industry development with respect to handling technologies
- The alignment of animal and human needs with efficient and cost effective design.

OHS issues that impact upon the performance of this unit
- This is a critical issue for improving future OHS performance.
- Relevant OHS hazards identification, risk assessment and risk control measures. These include:
  - evidence based information regarding OHS requirements of cattle handling facilities and equipment, and OHS standards

Holistic Outcome
Animal handling resource needs of the enterprise are maximised.
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

B. EVIDENCE GUIDE (continued)

Underpinning knowledge and skills
- A basic working knowledge of the following to the level appropriate to AQF level 4:
  - cattle behaviour
  - costing alternatives
  - cattle handling facilities and their uses
  - where to obtain information on facilities
  - local weather conditions
  - siting issues
- The ability to:
  - design and redesign cattle handling facilities
  - collect and adapt information from a range of sources

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit could be assessed with RUA AG1500BC A Carry out basic beef cattle handling duties, RUA AG4131EM A Maintain farm improvements and RUA AG4130EM A Plan for replacement equipment.

Qualifications of Assessor
‘Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.
Utilisation of key competencies in the performance of this unit

Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
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<tr>
<th>Communicating ideas &amp; information</th>
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</table>

◊ Communicating - with the industry network
◊ Collecting, analysing and organising information - on facilities and available resources
◊ Planning and organising activities - to coordinate planning process
◊ Working with teams and others - to design appropriate facilities
◊ Using mathematical ideas and techniques - to calculate capacities and dimensions
◊ Solving problems - of difficult sites or alternative materials
◊ Using technology - to measure and calculate
### Industry: Rural
### Area of Competency: Beef Cattle Generic
### Sector: Beef Cattle Production

<table>
<thead>
<tr>
<th>RUA AG4505BC A</th>
<th>Manage natural mating</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Element of Competency</strong></td>
<td><strong>Performance Criteria</strong></td>
</tr>
</tbody>
</table>
| 4505.1 Prepare paddocks for mating | 4505.1.1 Paddock selection factors are identified.  
4505.1.2 Mating plan are determined.  
4505.1.3 Paddocks are identified and stocked to appropriate levels.  
4505.1.4 Predator control program is planned and implemented. |
| 4505.2 Prepare cows for joining | 4505.2.1 Liveweight of cows are monitored through weighing and/or condition scoring.  
4505.2.2 Nutrition levels are adjusted to meet increased levels in line with feeding strategy.  
4505.2.3 Cow health and husbandry operations are carried out in line with management planning.  
4505.2.4 Mobs are drafted for joining. |
| 33.3 Prepare bulls for joining | 4505.3.1 Physical examination of bulls is carried out prior to joining.  
4505.3.2 Veterinary advice is sought where appropriate.  
4505.3.3 Mating ratios are determined.  
4505.3.4 Replacement bulls are purchased in time to allow adjustment to new environment.  
4505.3.5 Bull health and husbandry operations are carried out in line with individual requirements.  
4505.3.6 Bulls environment is managed for optimum mating performance. |
| 4505.4 Join bulls to cow mobs | 4505.4.1 Dates are selected for joining.  
4505.4.2 Test joinings for new bulls are undertaken if appropriate.  
4505.4.3 Bulls are introduced to cow herds or individual cows to ensure good contact.  
4505.4.4 Bulls are removed from cow mobs at the scheduled time. |
| 4505.5 Monitor breeding activity | 4505.5.1 Mating activity is observed and recorded in line with enterprise standards.  
4505.5.2 Distribution of bulls is observed within each mob.  
4505.5.3 Remedial action is taken if required. |

### A. RANGE OF VARIABLES

- Selection factors may include:
  - amount and type of feed, aspect, ease of checking, water supplies, topography paddock size
- Critical cow weight is the liveweight below which there may be significant failure and poor calf survival
- Cows may be flushed prior to joining or supplementary feed.
- Cow/bull health management may include:
  - drenching for worms, vaccinations, lice control, feeding supplements
- Bull physical examination may include:
  - check scrotum, prepuce, feet, testes, penis, legs, eyes
- Bull environment may be affected by:
  - overheating, mustering to improve contact, level of nutrition, inadequate water supply
- Mating records may include:
  - joining percentage, date bulls joined and removed, health status of bulls, paddock records, bull identification, seasonal records (rainfall, temperature), bodyweights
A. RANGE OF VARIABLES (continued)

- Mating plan may include:
  - matching bull to cow mobs, time of joining and duration, identifying bull joining percentages, nutrition of bulls prior to mating, breeding and breed selection, individual mating
  - Stock may not breed due to:
    - heat, infertility, physical injury, poor nutrition, seasonal conditions
- Corrective action may include:
  - replacement bulls, extending the joining period, supplementary feeding, provision of shade, shelter or water, treatment for lice

B. EVIDENCE GUIDE

Key Outcomes
The development of the knowledge and skills for the efficient management of a natural mating program

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- safe livestock handling systems and procedures, including zoonoses control measures (Q Fever) and safe handling of bulls
- safe manual handling systems and procedures
- safe systems and procedures for outdoor work, including protection from solar radiation
- safe systems and procedures for handling farm chemicals
- selection, use and maintenance of relevant personal protective clothing and equipment

Holistic Outcomes
Mating program of the enterprise is maximised.

Underpinning knowledge and skills
- A basic working knowledge of the following to the level appropriate to level 4:
  - mating behaviour of bulls and cows
  - liveweights and condition for mating
  - environmental influences on joining
- The ability to:
  - manage cows and bulls during joining
  - prepare cows and bulls for joining
  - monitor joining activity
  - keep records

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit could be assessed on conjunction with RUA AG2502BC A Monitor cows from joining to calving, RUA
AG3504BC A Implement cattle husbandry practices, RUA AG3508BC A Develop herd health and welfare strategies and is a prerequisite for RUA AG4506BC A Manage artificial breeding and embryo transfer programs.
C. ASSESSMENT GUIDE

Qualifications of Assessor
‘Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria’.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit

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<th>Communicating ideas &amp; information</th>
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</tr>
</tbody>
</table>

◊ Communicating - with livestock suppliers and other property personnel
◊ Collecting, analysing and organising information - on previous mating and breeding performance
◊ Planning and organising activities - for teasing, nutrition and bull introduction
◊ Working with teams and others - to achieve mating targets
◊ Using mathematical ideas and techniques - to calculate mating percentages, selection indices etc
◊ Solving problems - of poor conception rates or nutrition
◊ Using technology - to observe, communicate and keep records
### Industry: Rural
### Area of Competency: Beef Cattle Generic
### Sector: Beef Cattle Production

RUA AG4506BC A  Manage artificial breeding and embryo transfer programs

<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>4506.1 Determine method of artificial breeding</td>
<td>4506.1.1 Breeding objectives are identified in line with overall herd management program.</td>
</tr>
<tr>
<td></td>
<td>4506.1.2 Methods of artificial breeding are identified.</td>
</tr>
<tr>
<td></td>
<td>4506.1.3 Resources required for artificial breeding are identified and sourced.</td>
</tr>
<tr>
<td></td>
<td>4506.1.4 Artificial breeding method is matched to resource and breeding objectives.</td>
</tr>
<tr>
<td></td>
<td>4506.1.5 Artificial breeding methods are selected.</td>
</tr>
<tr>
<td>4506.2 Organise physical resources</td>
<td>4506.2.1 Facilities and equipment are checked for sound working condition.</td>
</tr>
<tr>
<td></td>
<td>4506.2.2 Facilities and equipment are cleaned and prepared for use in accordance with manufacturers' instructions.</td>
</tr>
<tr>
<td>4506.3 Prepare genetic material</td>
<td>4506.3.1 Sources of genetic material are identified.</td>
</tr>
<tr>
<td></td>
<td>4506.3.2 Genetic material is obtained from accredited sources.</td>
</tr>
<tr>
<td></td>
<td>4506.3.3 Genetic material is received, checked and stored to ensure viability is maximised.</td>
</tr>
<tr>
<td>4506.4 Arrange fertilisation/implantation</td>
<td>4506.4.1 Stock is identified, prepared and treated for the program.</td>
</tr>
<tr>
<td></td>
<td>4506.4.2 Program is implemented in relation to the oestrus cycle.</td>
</tr>
<tr>
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<td>4506.4.3 Professional services are obtained if required.</td>
</tr>
<tr>
<td>4506.5 Monitor program</td>
<td>4506.5.1 Code of Practices is followed, sick and injured animals identified and treated.</td>
</tr>
<tr>
<td></td>
<td>4506.5.2 Returns to service are monitored by observation.</td>
</tr>
<tr>
<td></td>
<td>4506.5.3 Remedial action is taken if required.</td>
</tr>
<tr>
<td></td>
<td>4506.5.4 Records are maintained to enterprise standards.</td>
</tr>
</tbody>
</table>

### A. RANGE OF VARIABLES

- Pre-treatment for fertilisation may include:
  - the use of teaser bulls, purchase and acclimatisation of recipient cows
- Consideration of artificial breeding may include an examination of:
  - costs involved including extra handling and feeding, reliability of method, conception rates, Estimated Breeding Values
- Artificial breeding programs may include detailed consideration of supplementary feeding requirements.
- Genetic material may include:
  - frozen semen, donor cows for embryo transfer, recipient cows, donor bulls for fresh semen, frozen embryos
- Facilities and equipment may include:
  - sheds, liquid nitrogen containers, collection and dilution equipment for artificial insemination, cattle handling equipment
- Prepare stock may include:
  - synchronisation of oestrus, training bulls for semen collection, injection of hormones, acquisition of teasers for cow mobs
- Remedial action may include:
  - re-insemination, natural mating, implantation
- Records may include:
  - donors, date, operator/technician, deviations from standard practice, recipients, joining conditions, method of fertilisation/implantation, return dates
- Negotiations with contractor include:
  - workers compensation insurance, identification to contractor of OHS hazards in the workplace
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

B. EVIDENCE GUIDE

Key Outcomes
- The use of industry recognised artificial breeding techniques
- Management and care of animals in the breeding program
- Effective level of reporting and record keeping

OHS issues that impact upon the performance of this unit
Relevant OHS hazards identification, risk assessment and risk control measures. These include:
- Safe livestock handling systems and procedures, including zoonoses control measures (Q Fever) and safe handling of bulls
- Safe handling systems for liquid nitrogen
- Safe manual handling systems and procedures
- Safe systems and procedures for handling farm chemicals
- Selection, use and maintenance of relevant personal protective clothing and equipment

Holistic Outcome
The breeding outcomes from the artificial breeding program for the enterprise are maximised.

Underpinning knowledge and skills
- A basic working knowledge of the following to the level appropriate to level 4:
  - Artificial breeding methods
  - Physical resources required for artificial breeding and how to store and transport them
  - Fertilisation and implantation methods
  - Which procedures require veterinarian assistance
- The ability to:
  - Administer AI
  - Arrange for implantation of embryos by a veterinarian
  - Prepare stock for AI and implantation of embryos
  - Keep records

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
Prerequisite:
RUA AG4505BC A Manage natural mating

Qualifications of Assessor
‘Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

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this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.
RUA 98

Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG4506BC A  Manage artificial breeding and embryo transfer programs  (continued)

C. ASSESSMENT GUIDE (continued)

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency can only be assessed in the workplace.

Resources required beyond those normally found in a functioning agricultural workplace
The resources required for assessment can only be provided with the cooperation of a specialist breeding enterprise.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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</tr>
</tbody>
</table>

◊ Communicating - with veterinarians and breeding technicians
◊ Collecting, analysing and organising information - on bloodlines and genetic principles
◊ Planning and organising activities - of breeding support teams
◊ Working with teams and others - to maximise conception rates
◊ Using mathematical ideas and techniques - to calculate dosage and timing
◊ Solving problems - of semen or embryo viability
◊ Using technology - to achieve embryo transfer
### Industry: Rural
### Area of Competency: Beef Cattle Generic
### Sector: Beef Cattle Production

<table>
<thead>
<tr>
<th>RUA AG4507BC A</th>
<th>Plan to exhibit cattle</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Element of Competency</strong></td>
<td><strong>Performance Criteria</strong></td>
</tr>
<tr>
<td>4507.1 Select cattle for exhibiting</td>
<td>4507.1.1 Criteria for selecting animal are determined.</td>
</tr>
<tr>
<td></td>
<td>4507.1.2 Animal(s) are selected.</td>
</tr>
<tr>
<td></td>
<td>4507.1.3 Faults in possible animals are identified and culled to reduce herd size.</td>
</tr>
<tr>
<td></td>
<td>4507.1.4 Final selection is made on conformity to ideal breed characteristics.</td>
</tr>
<tr>
<td></td>
<td>4507.1.5 Animals are identified for exhibition preparation.</td>
</tr>
<tr>
<td>4507.2 Determine preparation procedures</td>
<td>4507.2.1 Feeding plans are determined for cattle to be exhibited.</td>
</tr>
<tr>
<td></td>
<td>4507.2.2 Training and leading regimes are established if appropriate.</td>
</tr>
<tr>
<td></td>
<td>4507.2.3 Preparation procedures are determined for hooves and horns if appropriate.</td>
</tr>
<tr>
<td></td>
<td>4507.2.4 Method of preparation is conveyed to assisting staff.</td>
</tr>
<tr>
<td>4507.3 Arrange facilities and equipment</td>
<td>4507.3.1 Exhibition preparation equipment is purchased.</td>
</tr>
<tr>
<td></td>
<td>4507.3.2 Arrangements are made for facilities to be provided on the farm for preparations.</td>
</tr>
<tr>
<td></td>
<td>4507.3.3 Arrangements are made for facilities at the exhibition.</td>
</tr>
<tr>
<td>4507.4 Supervise preparations</td>
<td>4507.4.1 Staff monitored against established preparation procedures.</td>
</tr>
<tr>
<td></td>
<td>4507.4.2 Stock are checked and preparation observed.</td>
</tr>
<tr>
<td></td>
<td>4507.4.3 Staff are advised of changes to the preparation procedures.</td>
</tr>
<tr>
<td>4507.5 Present cattle</td>
<td>4507.5.1 Entries are arranged as per schedule.</td>
</tr>
<tr>
<td></td>
<td>4507.5.2 Transport is arranged.</td>
</tr>
<tr>
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<td>4507.5.3 Animals are presented to best advantage.</td>
</tr>
<tr>
<td></td>
<td>4507.5.4 Promotional opportunities are created to attract buyers.</td>
</tr>
<tr>
<td></td>
<td>4507.5.5 Sales are pursued with clients as opportunities arise.</td>
</tr>
</tbody>
</table>

### A. RANGE OF VARIABLES

- Criteria for selection may include:
  - conformity to breed characteristics, current requirements of clients, factors of importance to livestock judges, age, sex, traits relating to desirable marketing specifications
- Faults may include:
  - undershot jaws, poor conformation, bad feet or legs, anything that will lose points in judging
- Training may include:
  - halter training, leading, standing
- Equipment may include:
  - halters/rings, feeding/water troughs, clippers, vacuums
B. EVIDENCE GUIDE

Key Outcomes

• Knowledge of the breed requirements for exhibiting

• Effective management and supervision of the training, feeding and preparation prior to successfully exhibiting stock.

OHS issues that impact upon the performance of this unit

Relevant OHS hazards identification, risk assessment and risk control measures. These include:

• safe livestock handling systems and procedures, including zoonoses and transport systems

• safe manual handling systems and procedures

Holistic Outcome

Enterprise “exhibiting” and promotional outcomes are maximised

Underpinning knowledge and skills

• A basic working knowledge of the following to the level appropriate to level 4:
  - criteria for competition judging
  - requirements for entry of competitors
  - stud record keeping
  - Breed plan
  - differing international ratings
  - genetics
  - inbreeding
  - hybrid vigour
  - non viable crosses

• The ability to:
  - select cattle to exhibit
  - prepare animals for exhibition
  - present cattle to best advantage
  - promote the product to clients

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications

Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority

There are no licensing requirements for this unit.

Interdependent assessment of units

Prerequisite:

RUA AG2506BC A  Prepare cattle for competitions

Qualifications of Assessor

‘Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”
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C. ASSESSMENT GUIDE (continued)

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
Resources for assessment can be readily provided in a training situation. The cooperation of exhibitors at a range of exhibition venues will ensure a breadth of experience.

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◊ Communicating - with other exhibitors and organisers
◊ Collecting, analysing and organising information - on exhibition classes
◊ Planning and organising activities - to promote breed
◊ Working with teams and others - to ensure cattle are properly presented
◊ Using mathematical ideas and techniques - to calculate feed requirements
◊ Solving problems - of maximising presentation
◊ Using technology - to communicate and calculate
<table>
<thead>
<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
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</thead>
</table>
| 4508.1 Manage horse condition and health | 4508.1.1 Property procedures for maintaining health are developed in consultation with other property staff.  
4508.1.2 Soundness and working condition of property horses is assessed, reported and recorded.  
4508.1.3 Unsound or unhealthy horses identified and reasons for their condition established in consultation with available veterinary advice.  
4508.1.4 Supplementary feeding requirements are established and supplies ordered.  
4508.1.5 Feeding programs for horses losing condition are identified and feeding programs established. |
| 4508.2 Manage nutritional requirements of horses | 4508.3.1 Daily and seasonal factors affecting the nutritional requirements of horses are determined for the property.  
4508.3.2 Supplementary feeding programs are provided to property horses to ensure that physical condition and health is optimised for stockwork.  
4508.3.3 Work programs are related and balanced with working needs.  
4508.3.4 Potential nutritional problems are anticipated and preventative or corrective action taken to ensure minimisation of condition loss. |
| 4508.3 Supervise horsework of other property personnel | 4508.3.1 Horse selection matches rider ability to horse ability.  
4508.3.2 Planned horse activities are scheduled and details communicated to appropriate staff.  
4508.3.3 Horse work and breaking by contractors or staff is coordinated and supervision provided to ensure that horses and personnel work within their limitations  
4508.3.4 Work outcomes are monitored and recorded in the property record. |
A. RANGE OF VARIABLES

- Estimations of horse health and condition will need to include an examination to ensure that they are free of conditions that may affect their useability or welfare such as:
  - lameness, sore eyes, sore mouth, girth galls, back conditions, mud, caked sweat or vegetable matter,
    damaged feet or lower limbs, localised or systemic infections
- Common ailments of stockhorses may include:
  - lower limb injury, respiratory diseases, infectious skin diseases, eye injuries, tendon and ligament injuries,
    lacerations and abrasions, viral, fungal or bacterial infections, internal or external parasites, nutritional
    disorders and colic
- Horse health programs may include:
  - feeding regimes linked to the work program, supplementary electrolyte drenching programs (depending on
    climate and conditions), supplementary feeding programs where pasture is limiting or potentially toxic
- Factors affecting the structuring of stockhorse nutrition and feeding programs may include:
  - paddock conditions, the prescience of native and introduced species of grasses and legumes,
    feeding/mastication/teeth problems, heirarchical structures in the mob, the differing demands of age, sex,
    work, growth and pregnancy, mineral requirements, availability of roughage, grains, supplements and
    greenfeed
- Property shoeing procedures may include:
  - handling and examining for faults, trimming and shaping hooves, hot and cold shoe shaping, nailing on
    shoes, testing sole pressure, finishing off
- Horse breaking will generally be carried out by specialist breakers
- Breaking of horses may include a number of activities including:
  - grooming, rugging, shoeing, riding in confined and open areas, stockwork in confined and open areas
Industry: Rural  
Area of Competency: Beef Cattle  
Sector: Beef Cattle Production

RUA AG4508BC A Manage property horses (continued)

B. EVIDENCE GUIDE

Key Outcomes
- Horse health and condition is estimated and corrective actions facilitated
- Nutritional programs for horses determined and suitable rations formulated
- Oversight of all horsework on the property maintained to ensure safety and efficiency

OHS issues that impact upon the performance of this unit
- Relevant OHS hazards identification, risk assessment and risk control measures
  - safe operating procedures
  - safe manual handling systems and procedures
  - safe systems and procedures for outdoor work, including protection from solar radiation
  - selection, use and maintenance of relevant personal protective equipment
- Safety in horse handling depends on the following factors:
  - stock (age, sex, breed, weight, presence of foals at foot, stress, training, temperament of the horse)
  - the facilities and conditions (state of repair, size and design of yards and facilities and restraint used)
  - the activity being performed
  - alertness, clothing, headgear and riding equipment
  - planning work procedure sequences
  - the competence of the rider/handler
- All procedures must be carried out in compliance with the provisions of the Workplace Health & Safety Acts, their regulations and the relevant Codes of Practice.

Holistic Outcome
Efficiency of horse related operations maximised.

Underpinning knowledge and skills
- A basic working knowledge of:
  - horses and horse husbandry
  - handling safety
  - horse riding
  - horse behaviour and psychology
  - horse health
  - anatomy and physiology of the horse
  - care and maintenance of hooves and the lower limb
- The ability to demonstrate:
  - horse handling skills
  - ride horses
  - complete basic hoof care procedures
  - horses grooming
  - care for saddlery and equipment
RUA AG4508BC A  Manage property horses  (continued)

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications

Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority

There are no licensing requirements for this unit.

Interdependent assessment of units

This unit can be assessed independently.

Qualifications of Assessor

‘Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: "Conduct Assessment in Accordance with an Established Assessment Procedure" and "Plan and Review Assessment."

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria’.

Measures to ensure consistency in assessment

These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed

Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace

There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit

Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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<th>Communicating ideas &amp; information</th>
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◊ Communicating - with property staff and suppliers
◊ Collecting, analysing and organising information - on property horses and horse health
◊ Planning and organising activities - for horse feeding and maintenance
◊ Working with teams and others - to maintain horse health and condition
◊ Using mathematical ideas and techniques - to calculate rations and quantities
◊ Solving problems - of feed deficiencies and supply interruptions
◊ Using technology - to calculate and measure
Industry: Rural  
Area of Competency: Drainage  
Sector: Beef Cattle Production  

RUA AG4520DY A: Install drainage systems

<table>
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<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
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</table>
| 4520.1 Plan a drainage system | 4520.1.1 Drainage problems are identified and assessed.  
4520.1.2 The site is surveyed and drainage requirements are defined.  
4520.1.3 Installation methods and type of drainage appropriate to the site are selected and used.  
4520.1.4 Requirements for approvals from local authorities and neighbours are outlined.  
4520.1.5 A drainage plan is documented showing all requirements. |
| 4520.2 Prepare a site for installation | 4520.2.1 The site is measured and marked out in accordance with the drainage plan.  
4520.2.2 Preparation methods appropriate to the area are selected and used.  
4520.2.3 The location of the groundwater pump is determined.  
4520.2.4 The power supply is organised in accordance with the drainage plan.  
4520.2.5 Tools and equipment appropriate to the task are selected and used.  
4520.2.6 Specialist contractors are engaged as required. |
| 4520.3 Install drainage | 4520.3.1 Installation methods optimising system operation are selected.  
4520.3.2 Excavation consistent with the drainage plan and specifications are completed without damage to services, facilities, features and established plants.  
4520.3.3 The drainage system is installed in accordance with the drainage plan.  
4520.3.4 Tools and equipment appropriate to the task are selected and used.  
4520.3.5 The system is tested according to the manufacturers’ specifications. |
| 4520.4 Restore a site after installation | 4520.4.1 Backfilling material appropriate to the situation is selected and used.  
4520.4.2 The site is restored in accordance with the drainage plan and specifications.  
4520.4.3 Tools and equipment appropriate to the task are selected and used. |

A. RANGE OF VARIABLES

- Drainage systems may include:  
  - surface systems such as: open drains, surface soil drain, water furrows, sub-surface systems such as: pipe drains, plastic/earthenware pipes, mole drains  
- Methods for identifying drainage problems may include:  
  - digging a soil profile pit and diagnosing: soil colour, crop root development, ground water tables, soil texture, installing a watertable watch flag, identifying indicator plants, assessing soil surface conditions eg. pugging  
- Drainage requirements may include:  
  - operation within local/state/federal regulations, type, direction and spacing of drainlines, capacity requirements for pumping equipment, use of: RWC regional drain, community drain, diversion, drainage reuse system, natural water course
Industry: Rural
Area of Competency: Drainage
Sector: Beef Cattle Production

RUA AG4520DY A  Install drainage systems (continued)

### B. EVIDENCE GUIDE

#### Key outcome
- Drainage systems are planned in line with enterprise requirements
- Site prepared and drainage system installed
- Site cleanup completed according to enterprise standards

#### OHS issues that impact upon the performance of this unit
All work practices and operation of tools and equipment must be in accordance with OHS legislation, regulations and Codes of Practice, manufacturers’ instructions and enterprise OHS policy.

#### Holistic outcome
Drainage systems are installed safely, efficiently and operate effectively and in an environmentally responsible manner.

#### Underpinning knowledge and skills
- A basic working knowledge of:
  - symptoms of drainage problems
  - drainage requirements of different sites and soil types
  - advantages and disadvantages of different types of drainage systems
  - different drainage installation methods
  - legislation and regulations regarding the installation of drainage systems
  - the possible environmental impact of installing drainage systems
  - relevant OHS legislation, regulations and Codes of Practice
- The ability to:
  - implement a drainage plan
  - operate required tools and equipment safely in accordance with OHS requirements

### C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

#### Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

#### Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

#### Interdependent assessment of units
Assessment of this unit could be carried out in conjunction with units RUA AG3537DY A Manage spray irrigation systems and RUA AG3526DY A Implement sustainable land use.

#### Qualifications of Assessor
'Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.'
Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Industry: Rural
Area of Competency: Drainage
Sector: Beef Cattle Production

RUA AG4520DY A Install drainage systems (continued)

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
Access to a rural property requiring a drainage system

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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◊ Communicating - with management, staff, contractors, neighbours
◊ Collecting, analysing and organising information - gathering soil and soil water data, defining requirements, drafting plan
◊ Planning and organising activities - preparing site, installation of drainage system, restoration of site
◊ Working with teams and others - soil/drainage specialists, staff, contractors
◊ Using mathematical ideas and techniques - measurements on site, calculating volumes, capacities, drafting plan and specifications
◊ Solving problems - type of drainage system, securing approvals, minimising environmental impact
◊ Using technology - testing, design, communication equipment
<table>
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<tr>
<th>Element of Competency</th>
<th>Performance Criteria</th>
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</table>
| 4521.1 Assess pasture and crop resources | 4521.1.1 Total pasture capacity of the farm is determined in accordance with the production plan.  
4521.1.2 Factors affecting pasture growth and quality are identified.  
4521.1.3 Fodder crop production potential is assessed in accordance with the production plan. |
| 4521.2 Plan a fodder production program | 4521.2.1 Performance targets for growth of farm pastures are set in accordance with the production plan.  
4521.2.2 Current pasture growth performance is evaluated.  
4521.2.3 Factors limiting current pasture growth are identified.  
4521.2.4 Cultural requirements for maximum pasture and crop production are identified.  
4521.2.5 Species mix for maximum growth and quality are selected.  
4521.2.6 Requirements for cropping are determined in accordance with fodder requirements.  
4521.2.7 Legal requirements and regulations are identified.  
4521.2.8 A plan is developed in accordance with the production plan. |
| 4521.3 Manage fodder use | 4521.3.1 The grazing program is reviewed to ensure maximum control.  
4521.3.2 A grazing plan is developed to ensure high production levels and sound pasture regrowth.  
4521.3.3 Surpluses and deficiencies are identified and appropriate action is taken. |

A. RANGE OF VARIABLES

- Factors affecting total pasture growth and quality may include:
  - climatic conditions, seasonal conditions, topography, plant species availability, water availability through irrigation, soil types, nutrient status of soil and plants, fertiliser history, grazing management practices, weeds, pests and diseases, stocking rates, drainage, paddock history
- A plan for pastures may include:
  - species and mixes of pasture species, yield requirements relative to production goals, seasonal influences, renovation requirements, overall levels of weed infestation
- Nutrient requirements can be determined by:
  - tissue testing, soil testing
- Pasture capacity may be identified from:
  - paddock history, stock records
- Crop program may include:
  - suitability of crop, pasture supplement requirements, herd nutrition requirements, seasonal influences, soil conditioning, pasture renovation issues
- A program for crops may include:
  - suitability of crops, seasonal influences, pasture supplement requirements, soil conditioning, herd nutrition requirements, pasture renovation issues
- A grazing plan may include:
  - rotation plan, strip or block grazing, stocking rates, farm planning and subdivision, grazing system, grazing pressure
- Methods for determining pasture growth performance may include:
- reviewing farm records, calculating total pasture grown, calculating average DM/ha grown
B. EVIDENCE GUIDE

Key outcome
- Available pasture and crop resources determined in accordance with production plan
- Production plan established
- Fodder usage managed in line with production plan

OHS issues that impact upon the performance of this unit
- All work practices and operation of tools and equipment must be in accordance with OHS legislation, regulations and Codes of Practice, manufacturers’ instructions and enterprise OHS policy.
- Relevant OHS hazards identification, risk assessment and risk control measures. These include:
  - minimising need for pesticides application
  - need for cattle handling
  - minimising exposure to organic dusts
  - minimising manual handling

Holistic outcome
Sustainable production of quality pasture and fodder is maximised to best match herd feed needs within the farm production plan

Underpinning knowledge and skills
- A basic working knowledge of:
  - the effect of local climatic conditions on pasture growth
  - the effect of seasonal conditions on pasture growth
  - the use of irrigation to improve pasture production
  - the effect of soil types on pasture production
  - fertiliser requirements of pastures in a range of soil types
  - the effect of topography on pasture production
  - the effect of pasture composition and pasture species on pasture growth
  - the effect of different grazing management practices on pasture growth
  - the effect of weeds, pests and diseases on pasture production
  - the economic importance of pasture growth
  - the concept of pasture growth rates and total pasture grown
  - crops available to cover feed shortages caused by seasonal drops in pasture production
  - the amount of feed able to be produced by crops
  - cropping as part of a pasture renovation program
  - cropping where pastures are already in a highly productive state
  - the impact of an area out of rotation due to cropping
  - cost benefit analysis of a cropping program
  - crop species in terms of:
    . growing season
    . quantity and quality of food produced
    . suitability for grazing or harvesting
    . conditions required for optimum growth
    . ease of establishment and maintenance
    . cost and availability of seed
    . dairy herd feed needs
    . relevant OHS legislation, regulations and Codes of Practice
RUA 98

Industry: Rural
Area of Competency: Pasture and fodder
Sector: Beef Cattle Production

RUA AG4521DY A Manage pastures and crops (continued)

B. EVIDENCE GUIDE (continued)

Underpinning knowledge and skills (continued)
- The ability to:
  - assess different soil types
  - identify practices limiting pasture production
  - implement a pasture production plan
  - make changes to a pasture production plan on an ongoing basis
  - select a pasture type, grass variety and mix to best suit given conditions
  - evaluate crops for inclusion in the farm fodder production program
  - select crops for inclusion in the farm fodder production program
  - establish and grow crops
  - employ safe work practices

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
RUA AG3536DY A Plan and coordinate the feeding of beef cattle, RUA AG3513BC A Establish pastures and crops and RUA AG4500BC A Develop feeding plans could be assessed with this unit.

Qualifications of Assessor
‘Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

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Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.
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◊ Communicating - with management, staff, technical experts
◊ Collecting, analysing and organising information - pasture and crop data
◊ Planning and organising activities - pasture and fodder production, grazing program
◊ Working with teams and others - staff and management
◊ Using mathematical ideas and techniques - measuring, calculating, assessing pasture and crop production
◊ Solving problems - low yields, meeting herd nutrition requirements, renovating pastures
◊ Using technology - information processing and communication equipment
## LEVEL 5

<table>
<thead>
<tr>
<th>Industry:</th>
<th>Rural</th>
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<tbody>
<tr>
<td>Area of Competency:</td>
<td>Generic: Rural Business Management - Manage Physical and Natural Resources</td>
</tr>
<tr>
<td>Sector:</td>
<td>Beef Cattle Production</td>
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**RUA AG5207BM A** Manage physical and natural resources

<table>
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| 5207.1 Prepare an inventory of physical and natural resources | 5207.1.1 Inventories of physical and natural resources are drawn up.  
5207.1.2 Areas are calculated, degraded areas are identified. |
| 5207.2 Map soils, topography and natural features | 5207.2.1 Aerial photographs and soil/contour maps are obtained.  
5207.2.2 Soil types are mapped on farm plan.  
5207.2.3 Natural features are mapped.  
5207.2.4 Improvements to the land are mapped. |
| 5207.3 Prepare a whole-farm (physical resources) plan | 5207.3.1 Plans are developed to protect and maintain natural resources.  
5207.3.2 Plans are developed for repairing land degradation.  
5207.3.3 Plans are developed for vegetation management.  
5207.3.4 Plans are developed for maintenance and additions to fixed improvements. |
| 5207.4 Implement plans for property improvements and developments | 5207.4.1 Maintenance of existing improvements/developments supervised to ensure their continued effective operation.  
5207.4.2 The installation of improvements/developments, as specified in the business plan, are supervised with due regard to practical necessity, economic feasibility and environmental impact.  
5207.4.3 Plans are reviewed and revised in the light of changing circumstances.  
5207.4.4 Innovations in farm improvements/developments are monitored, evaluated and applied as it is beneficial and cost effective to do so |
| 5207.5 Ensure yards and stock handling facilities and equipment operated safely and effectively | 5207.5.1 The use of all stock handling facilities and equipment is supervised to ensure they are used in accordance with Acts, regulations, and relevant Codes of |
5207.6 Take necessary actions to protect assets

- 5207.6.1 Fire-breaks are maintained and fire-fighting equipment purchased and maintained.
- 5207.6.2 Flood mitigation works are maintained.
- 5207.6.3 Assets at risk are insured against loss or damage.
- 5207.6.4 Pest plants and animals are controlled and eradicated.

5207.7 Comply with legal requirements and regulations

- 5207.7.1 Information on legal requirements and regulations relating to the management of physical resources are obtained and applied.

A. RANGE OF VARIABLES

- Physical resources may include:
  - land, natural water, native vegetation, improvements to the land such as, fences, water supplies, laneways and roads or tracks, soil conservation works, trees and shrubs and improved, shade cloth and shelters, plant species, land forming and irrigation and drainage, plant vehicles structures, machinery and equipment, yards, sheds and houses, grain/fodder storage facilities
- Legal requirements may include:
  - all Acts and Regulations governing soil and water management, land ownership and use, trespass and theft, land tenure, use of motor vehicles and equipment on public, agricultural tenancy roads, agistment agreements, leasing, control of weeds and pests, use of chemicals, registration of firearms and product quality assurance
B. EVIDENCE GUIDE

Key Outcomes
- Inventory of physical and natural resources established and mapped
- Whole farm plan prepared
- Property improvements and developments facilitated
- Asset protection strategies implemented

OHS issues that impact upon the performance of this unit
Buildings, yards and stock handling facilities are designed and used in compliance with OHS legislation and enterprise safety policies.

Holistic Outcome
Physical and natural resources are used in sustainable ways, managed to conserve non-renewable resources and steadily improved to enhance productively and property values.

Underpinning knowledge and skills
- A basic working knowledge of:
  - soil physical characteristics
  - soil conservation practices
  - water conservation management
  - whole-farm planning
  - improvements to the land
- The ability to:
  - prepare and implement a whole-farm/property plan

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit can be assessed independently.

Qualifications of Assessor
‘Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

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C. ASSESSMENT GUIDE (continued)

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
Access to a rural property and information about it, and aerial photographs and contour maps

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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◊ Communicating - with insurance companies, environment protection agencies
◊ Collecting, analysing and organising information - soil, water and vegetation data
◊ Planning and organising activities - planning maintenance and improvements to the farm
◊ Working with others and in teams - technical experts and landcare groups
◊ Using mathematical ideas and techniques - measurement of areas, calculating quantities for constructions
◊ Solving problems - technical, environmental, financial and human
◊ Using technology - information technology, computers and accessing data bases
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG5500BC A Select the type of enterprise

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| 5500.1 Assess the resources of the property and environment | 5500.1.1 Natural environmental conditions are listed and quantified.  
5500.1.2 Improvements are identified and listed.  
5500.1.3 Human resources, skills and abilities are recognised.  
5500.1.4 Historical records are evaluated. |
| 5500.2 Assess market conditions | 5500.2.1 Location of markets is noted in relation to property.  
5500.2.2 Market specifications for products are identified.  
5500.2.3 Transport considerations are identified.  
5500.2.4 Flexibility in marketing strategies are identified. |
| 5500.3 Determine the type of enterprise | 5500.3.1 Sustainability enterprises are identified.  
5500.3.2 Economic analysis is carried out.  
5500.3.3 Enterprise suitability is matched to resources of property.  
5500.3.4 Type of stock is identified. |

A. RANGE OF VARIABLES

- Types of enterprises may include:
  - studs, commercial bulls, export beef, vealer production, feedlot, local beef, store production, niche market
- The selection of a sustainable enterprise may include:
  - the use of cattle as part of overall land management, the integration of a cattle enterprise with other livestock or crop enterprise
- Environmental conditions includes:
  - water, soil types, rainfall patterns, frost, fog, evaporation, geographical aspect in relation to sun, native vegetation, topography, natural pasture, water supply
- Improvements include:
  - fences, sheds, yards, water supplies, electricity supply, accommodation, improved pasture, roads, drainage, communications, windbreaks, plantations, plant and equipment
- Markets include:
  - auction, sales direct to market, electronic marketing, forward sale, futures, on-farm marketing
- Transport considerations may include:
  - type of transport available, road conditions, distances involved, cost, availability of transport, relevant regulations
- Sustainable enterprises are economically viable enterprises that can be carried on for an indefinite period without degrading natural resources.
- Economic analysis may consist of:
  - gross margin analysis, cash flow, debt and equity levels, net present value, capital costs, historical records
- Human resources may include:
  - family, contractors, trainees, permanent and casual employees, professional advisers
- Types of stock may include:
  - breed, strain, sex, colour, style, conformation
- Historical records may include:
  - rainfall, fertiliser, stocking rates, heath records, pasture improvement history, soil tests, maintenance records, financial, farm plans
## Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

### B. EVIDENCE GUIDE

**Key Outcome**
A sound structured decision process based on firm records, animal requirements, access to markets and sustainability

**OHS issues that impact upon the performance of this unit**
All major hazards to health and safety in the current and potential enterprise types should be recognised and selection planning incorporate OHS requirements.

**Holistic Outcome**
Sustainable viability for enterprise

**Underpinning knowledge and skills**
- A basic working knowledge of the following to the level appropriate to level 5:
  - animal husbandry
  - improvements
  - markets
  - human resources
  - environmental conditions
  - transport
- The ability to:
  - undertake gross margins analysis, cash flow budgets
  - complete financial and economic analysis
  - make decisions
  - manage physical resources
  - evaluate land capability and natural resources
  - analyse market requirements
  - match the enterprises to resources
### C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**

Authorised Registered Training Organisation (RTO).

**Special outcomes of assessment for purposes of licensing by a government or other authority**

There are no licensing requirements for this unit.

**Interdependent assessment of units**

This unit can be assessed independently.

**Qualifications of Assessor**

‘Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria’.

**Measures to ensure consistency in assessment**

These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

**Where the unit is assessed**

Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

**Resources required beyond those normally found in a functioning agricultural workplace**

There are no additional resources required for assessment of this unit.

### Utilisation of key competencies in the performance of this unit

**Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)**

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<thead>
<tr>
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</table>

◊ **Communicating** - with industry networks and information sources
◊ **Collecting, analysing and organising information** - on production and environment
◊ **Planning and organising activities** - to research enterprise selection
◊ **Working with teams and others** - to establish most profitable enterprise
◊ **Using mathematical ideas and techniques** - to calculate production, general estimation and economic analysis
◊ **Solving problems** - of enterprise management
◊ **Using technology** - in communication and record keeping
<table>
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<th>Element of Competency</th>
<th>Performance Criteria</th>
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</table>
| 5501.1 Determine business and financial requirements | 5501.1.1 The cash flow capacity of each production option for the property is determined.  
5501.1.2 Profit potential of each option or combination of options is determined.  
5501.1.3 Break even price is determined.  
5501.1.4 Price risk factors are identified. |
| 5501.2 Obtain and analyse market information | 5501.2.1 Information is sought and updated on all relevant factors affecting price, supply and demand is monitored.  
5501.2.2 Behaviour of factors influencing price, supply and demand is monitored.  
5501.2.3 Information obtained is organised into a form to aid decision making.  
5501.2.4 Information obtained is assessed for validity and reliability.  
5501.2.5 Information is analysed to develop conclusions based on appropriate evidence and reasoning. |
| 5501.3 Develop marketing plan | 5501.3.1 Estimates of product quality and quantity are made.  
5501.3.2 Markets and organisations available to sell products to are identified.  
5501.3.3 Organisations providing assistance about farm product selling are identified and used appropriately.  
5501.3.4 Areas of marketing risk are identified and methods for managing the risk are used.  
5501.3.5 Marketing plan is documented. |
| 5501.4 Implement marketing plan | 5501.4.1 Market conditions are monitored to the marketing plan.  
5501.4.2 Market movements initiate marketing plan targets.  
5501.4.3 Purchasing organisations’ viability is assessed through the collection and analysis of information.  
5501.4.4 “Terms of Payment” offered by each buyer are obtained, negotiated for advantage and analysed for impact on farm finances.  
5501.4.5 Holding of product and delivery arrangements are considered for their impact on farm cash flow and profit.  
5501.4.6 Contracts/agency agreements are negotiated in line with the marketing plan.  
5501.4.7 The product is sold in line with the marketing plan. |
| 5501.5 Evaluate the marketing plan | 5501.5.1 Performance indicators are identified.  
5501.5.2 Actual marketing outcomes are compared to marketing plan.  
5501.5.3 Action is taken to remedy poor performance areas.  
5501.5.4 Areas of positive performance are identified.  
5501.5.5 Strategies to ensure positive performance are incorporated into new marketing plan. |
**A. RANGE OF VARIABLES**

- Product options may include:
  - vealers, adults, breeding cows, stores, bull calves, stud/commercial bulls, genetic resources
- Price risk factors may include:
  - movements in currency rates, changes in world economies, trading blocks, weather conditions, subsidisation, price movements, supply and demand, natural disasters
- Price risk can be managed by:
  - CALM, forward selling, use of futures and options, accurate and independent market information, realistic price estimations which reflect in the reserves, pools
- Marketing plan may include:
  - agreed price, expected price, break even price, risk management strategies, timing of sales, cash flow implications, spread sales, quantity and quality of product, client contact pre/post sale
- Marketing plan targets may be based on:
  - price achieved, quantity sold, market demand, quality of product delivered, post sale feedback
- Market may include:
  - on property, local saleyards, abattoirs, major selling centres, electronic
- Performance indicators include:
  - terms of trade may include:
  - premium/discount pricing, quality and quantity of deliverable product, time of payment
- Buyers may be:
  - traders, commercial breeders, processors, stud breeders, commercial growers, feedlots

**B. EVIDENCE GUIDE**

**Key Outcomes**

- The development of a realistic marketing plan for the enterprise, reflecting issues of:
  - price
  - risk
  - quality
  - commercial viability.

**OHS issues that impact upon the performance of this unit**

Marketing risk should include health and safety risk to workers, carriers, handlers, consumers.

**Holistic Outcome**

The development of a marketing plan to maximise the outcomes of the enterprise
Industry: Rural
Area of Competency: Beef Cattle Generic
Sector: Beef Cattle Production

RUA AG5501BC A Develop a marketing plan (continued)

B. EVIDENCE GUIDE (continued)

Underpinning knowledge and skills
- A basic working knowledge of the following to the level appropriate to level 5:
  - the farmer organisations, the commodity council network and other rural infrastructures
  - price risk management
  - product quality
  - marketing plans
  - terms of payment
  - negotiation
  - storage
  - agency agreements
  - markets and market analysis
  - marketing organisations
  - purchasing
  - delivery arrangements
  - contracts
  - selling methods
  - AUSMEAT livestock description for cattle
- The ability to:
  - plan, implement and evaluate a marketing plan or strategy
  - negotiate
  - communicate

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit could be assessed in conjunction with:
RUA AG4204BM A Operate within financial budget framework
RUA AG5500BC A Select the type of enterprise.
RUA AG6200BM A Manage borrowed funds

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.”
C. ASSESSMENT GUIDE (continued)

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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◊ Communicating - with agents and market sources
◊ Collecting, analysing and organising information - on options and pricing
◊ Planning and organising activities - of marketing strategy
◊ Working with teams and others - to complete the marketing plan
◊ Using mathematical ideas and techniques - to calculate price differentials and margins
◊ Solving problems - of supply and risk management
◊ Using technology - in communication and calculation
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</table>
| 5523.1 Determine the breeding objectives | 5523.1.1 Breeding and production records are interpreted and used as the baseline for planning programs.  
5523.1.2 The type of breeding enterprise is determined in accordance with identified property potentials.  
5523.1.3 Economic assessments are undertaken to establish the feasibility of the breeding objectives.  
5523.1.4 Requirements of the breeding strategy are identified. |
| 5523.2 Determine the selection criteria | 5523.2.1 Visual and objective methods of cattle selection are determined.  
5523.2.2 Test conditions are identified following established scientific principles.  
5523.2.3 Cow selection criteria are established.  
5523.2.4 Bull selection criteria are established. |
| 5523.3 Manage the breeding program | 5523.3.1 The method of mating is determined in accordance with the overall breeding objectives.  
5523.3.2 The sources of bulls, cows and genetic material are identified.  
5523.3.3 Farm breeding facilities are planned to meet veterinary guidelines.  
5523.3.4 Calving strategy is determined in accordance with the breeding objectives.  
5523.3.5 Cattle for sale are identified in accordance with the breeding strategy.  
5523.3.6 Young replacement cattle are selected in accordance with the breeding strategy.  
5523.3.7 The breeding plan is documented to detail all procedures in accordance with the overall breeding objectives. |
A. RANGE OF VARIABLES

- Methods of mating may include artificial insemination and the use of bulls
- Cattle may include:
  - calves, heifers, bulls, steers, cows
- Economic assessments include costs and benefits of alternative strategies.
- Visual selection may include:
  - teeth for age and deformity, constitution, age, breed, conformation, udders, temperament, disease susceptibility
- Objective selection may include:
  - weaning weight, body weight, calving history, growth rate, standard selection indices
- Animals may be culled on:
  - age, history, conformation, temperament, body weight, other
- Culling percentage may be determined by weaning percentage and planned rate of growth or reduction of herd size
- Selection aims or goals may include:
  - improved profitability, stud breeding goals
- Bulls may be selected on:
  - constitution, size, age, breed, conformation, testes, libido, selection indices
- Joining details may include:
  - which bulls are joined to particular cow mobs, joining management, season, joining percentage, use of teasers
- Test conditions may include:
  - age when tested, nutritional history
- Strategy depends on the availability of genetic material
- The use of planning and breeding information based on both visual and objective assessments is critical in developing and implementing a breeding strategy.
### Industry: Rural
### Area of Competency: Generic
### Sector: Beef Cattle Production

| RUA AG5523DY A | Develop and implement a breeding strategy (continued) |

#### B. EVIDENCE GUIDE

**Key outcome**
- Breeding objectives established for the property
- Selective criteria to meet breeding objectives identified
- Breeding program managed in line with breeding objectives

**OHS issues that impact upon the performance of this unit**
- The rights and responsibilities of employers and employees under the relevant state and workplace OHS legislation
- Codes of Practice for:
  - working with livestock

**On site OH&S procedures may include:**
- provision of personal protective clothing and equipment
- provision of sunscreen for outdoor work

**Holistic Outcome**
The breeding outcomes of the enterprise are maximised.

**Underpinning knowledge and skills**
- A basic working knowledge of:
  - genetics
  - economic assessment of production characteristics
  - breeding techniques and programs which maximise genetic gain
  - the influences of mating management on livestock parturition, in particular:
    - parturition goals for cattle farming operation
    - mating management practices which pursue parturition goals
  - stud record keeping - response to selection
  - Breed Plan - breeding values
  - differing international ratings - breeding objectives
  - inbreeding - outbreeding
  - hybrid vigour - cross breeding
  - non viable crosses - fault correction
- The ability to:
  - select bulls
  - select cows
  - select genetic resources
  - calculate genetic gain and value it

#### C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

**Authority managing and conducting assessment, and issuing qualifications**
Authorised Registered Training Organisation (RTO).

**Special outcomes of assessment for purposes of licensing by a government or other authority**
There are no licensing requirements for this unit.

**Interdependent assessment of units**
This unit could be assessed with RUA AG4505BC A *Manage natural mating* and RUA AG4506BC A *Manage*...
artificial breeding and embryo transfer programs.
C. ASSESSMENT GUIDE (continued)

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”

Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
There are no additional resources required for assessment of this unit.

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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</table>

◊ Communicating - with stud breeders and the industry network
◊ Collecting, analysing and organising information - on bloodlines and breeding objectives
◊ Planning and organising activities - to fulfil breeding aims
◊ Working with teams and others - to achieve a sound and broad based breeding strategy
◊ Using mathematical ideas and techniques - to calculate gestation periods, indices, etc
◊ Solving problems - of genetic strategies
◊ Using technology - for embryo transfer, etc
<table>
<thead>
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<th>Element of Competency</th>
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</table>
| 6202.1 Implement appropriate self-management practices | 6202.1.1 Management strengths and weaknesses are identified and the requirements for management assistance by family members and by professionals are determined.  
6202.1.2 Appropriate interpersonal skills are applied in managing the human resources involved in farm and business operations.  
6202.1.3 Priorities in management and operations are determined and the available time is allocated to achieve effective management of the business, stress reduction, and an appropriate balance between the demands of the business and other priorities. |
| 6202.2 Prepare job and person specifications | 6202.2.1 Job specifications are prepared by identifying and describing the tasks to be performed and the range of conditions under which performance may need to occur.  
6202.2.2 Appropriate information is obtained to determine whether the position will come under Award or Enterprise Agreement provisions, or will operate as a 'contract of employment', as a basis for determining employer and employee rights and responsibilities under each.  
6202.2.3 The specification of the type of person required for the job is prepared based on the job specification and with due regard to the requirements of Equal Opportunity Employment Legislation, relevant OHS regulations and regulations covering sex-based harassment.  
6202.2.4 Information on government-sponsored employment schemes is obtained and applied, where appropriate. |
| 6202.3 Arrange employment of workforce members | 6202.3.1 Job and person specifications are assessed and the need for the employment of non-family workforce members determined.  
6202.3.2 Inquiries are made via informal networks to determine whether the position can be filled without formal advertising.  
6202.3.3 Where necessary, advertisements calling for applicants for the position are drafted and placed with appropriate media and employment agencies.  
6202.3.4 Criteria for assessing job applicants is determined and applicant interview schedule and procedures prepared.  
6202.3.5 Written applications for the job is assessed using selection criteria and applicants for interview selected.  
6202.3.6 Applicant interviews are conducted and results of each compared with selection criteria.  
6202.3.7 Decision is made on applicant selection and all applicants are advised appropriately |
<table>
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<tr>
<td>6202.4 Supervise the farm business workforce</td>
<td>6202.4.1 Appropriate direction is provided and leadership given.</td>
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<td>6202.4.2 New employees are introduced to their work environment and to the tasks they will be required to perform and all special requirements and conditions explained in accordance with the requirements of the relevant Award, Enterprise Agreement or contract of employment, where appropriate.</td>
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<td>6202.4.3 Work plans are developed and all members of the workforce (family and non-family) informed of them on a regular basis.</td>
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<td>6202.4.4 Workforce members are trained to undertake tasks efficiently and effectively with due regard to individual differences and occupational health and safety requirements.</td>
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<td>6202.4.5 Off-job training where appropriate, is managed, and, if necessary, arranged.</td>
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<td>6202.4.6 Appropriate range of motivational procedures are used.</td>
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<td>6202.4.7 Individual staff performance is assessed on a regular basis and discussions are held with each staff member to inform him/her of performance level and, if required, counselling and further training is provided.</td>
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<td>6202.4.8 Discussions with workforce members are initiated and appropriate responses made to suggestions for improvements in the conduct of tasks and farming practices.</td>
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<td>6202.4.9 Opportunities are provided for individual staff members to take responsibility for the organisation and conduct or particular tasks within overall work program.</td>
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<td>6202.4.10 Prior learning, experience and training is recognised and rewarded where appropriate.</td>
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<td>6202.4.11 Staff paid on a regular basis, income tax and payroll tax is deducted and appropriate returns submitted to Taxation Authorities and a statement of earnings and deductions provided to each employee.</td>
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<td>6202.4.12 Workers compensation insurance and superannuation are effected as legally required or determined by the manager.</td>
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<td>6202.4.13 Industrial relations are established and monitored, awards adhered to, enterprise agreements and/or contracts of employment negotiated, and disputes and conflicts resolved.</td>
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<td>6202.4.14 Records are kept of the time spent on various jobs as a basis for determining the labour costs of operations.</td>
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## RUA AG6202BM A  Manage human resources  (continued)

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<th>Element of Competency</th>
<th>Performance Criteria</th>
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<tbody>
<tr>
<td><strong>6202.5</strong> Implement relevant occupational health and safety procedures</td>
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</table>
| 6202.5.1 | Farm occupational health and safety legislation and Codes of Practice are adhered to.  
| 6202.5.2 | Safe work practices in all aspects of the operation of enterprises are promoted among all members of the farm workforce.  
| 6202.5.3 | Safety policies are developed and promoted for the enterprise. |
| **6202.6** Plan and implement work program to achieve greater labour productivity |  
| 6202.6.1 | Jobs are analysed to determine opportunities for improving farm labour productivity through mechanisation and the application of new technology, better spatial arrangements, and more efficient work practices.  
| 6202.6.2 | Staff suggestions on approach to, and conduct of, their tasks are actively sought, negotiated and agreed upon.  
| 6202.6.3 | Improvements leading to greater labour productivity are implemented. |
| **6202.7** Terminate employment of particular staff as necessary |  
| 6202.7.1 | Staff are informed individually of the need to terminate their employment and the reasons explained.  
| 6202.7.2 | Employment termination arrangements are effected in a manner consistent with the requirements specified in the relevant award. |

### A. RANGE OF VARIABLES
- Human resources include self, family members, whether paid or unpaid, employees both permanent and casual, contractors, share-farmers, students on work experience and professional and technical support
- Contracts of employment include task specific as well as general contracts of employment
- Government employment schemes include all schemes in which the wage paid to new employees is subsidised for a period as well as special assistance to participate in training programs
B. EVIDENCE GUIDE

Key Outcomes
The workforce is selected, organised and managed for high productivity and morale and supervised to ensure all safety policies are followed and task performed efficiently.

OHS issues that impact upon the performance of this unit
Staff perform all tasks in accordance with OHS Legislation, machinery and equipment and chemical manufacture, instructions and enterprise OHS policies.

Holistic Outcome
Labour productivity and morale are high and accident rates zero or extremely low.

Underpinning knowledge and skills
- A basic working knowledge of:
  - communication
  - interpersonal skills
  - OHS policies
  - employment related legislation
  - productivity measures
- The ability to:
  - select staff
  - supervise staff
  - terminate employment in accordance with the relevant Award and industrial procedures
Industry: Rural  
Area of Competency: Generic: Rural Business Management - Manage Human Resources  
Sector: Beef Cattle Production  

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications

Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority

There are no licensing requirements for this unit.

Interdependent assessment of units

This unit can be assessed independently.

Qualifications of Assessor

'Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: "Conduct Assessment in Accordance with an Established Assessment Procedure" and "Plan and Review Assessment."

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Measures to ensure consistency in assessment

These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Where the unit is assessed

Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace

Access to a rural workplace where staff are employed.

Utilisation of key competencies in the performance of this unit

Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

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◊ Communicating - with applicants for jobs, staff, industrial officers, unions
◊ Collecting, analysing and organising information - Awards, employment contracts
◊ Planning and organising activities - interviews, advertisements, work schedules
◊ Working with others and in teams - work routines every working day
◊ Using mathematical ideas and techniques - calculating wages, workcover, superannuation
◊ Solving problems - people, productivity, morale
Using technology - communications especially two-way radio, telephone, computerised wages packages
LEVEL 6
<table>
<thead>
<tr>
<th>RUA AG6200BM A</th>
<th>Manage borrowed funds</th>
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<tr>
<td><strong>6200.1</strong> Determine the financing needs of the business</td>
<td><strong>6200.1.1</strong> Amount of working capital for a production cycle is determined.</td>
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<td><strong>6200.1.2</strong> Capital required for purchase of assets and business development is determined.</td>
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<td><strong>6200.1.3</strong> Present level of owner’s equity calculated and the impact of additional debt or equity finance on business viability is determined.</td>
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<td><strong>6200.1.4</strong> Purposes and reasons for possible additional finance is determined.</td>
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<td><strong>6200.1.5</strong> Existing mortgage agreements are examined and available security determined.</td>
</tr>
<tr>
<td><strong>6200.2</strong> Assess all sources of finance</td>
<td><strong>6200.2.1</strong> All sources of finance, including innovative financing packages and methods are identified.</td>
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<td><strong>6200.2.2</strong> Terms and conditions relating to all appropriate sources of finance are assessed and the most suitable sources identified.</td>
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<td><strong>6200.2.3</strong> Risks associated with debt and with equity financing are assessed and compared and least risk finance is identified.</td>
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<td><strong>6200.3.3</strong> Effective rates of interest are calculated for each amount, source and term of finance to determine full cost of finance.</td>
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<td><strong>6200.3.4</strong> Major factors affecting interest rate charges are identified, the likelihood of changes in interest rates are determined, and effects of higher interest rate charges on business viability are determined.</td>
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<td><strong>6200.3.5</strong> Potential return on shareholder funds is calculated.</td>
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<td><strong>6200.3.6</strong> Decision is made on appropriate sources and levels of finance to ensure business survival and growth.</td>
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<td><strong>6200.3.7</strong> Impact of refinancing the debt or equity funds used in the business is assessed.</td>
</tr>
<tr>
<td><strong>6200.3</strong> Apply for finance</td>
<td><strong>6200.4.1</strong> Appropriate professional advice is obtained in preparing proposal and in planning to negotiate the finance.</td>
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<td></td>
<td><strong>6200.4.2</strong> Finance application is prepared using a format acceptable to the financing organisation.</td>
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<td></td>
<td><strong>6200.4.3</strong> The most favourable terms and conditions that can be negotiated with each financier are obtained.</td>
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<td></td>
<td><strong>6200.4.4</strong> Agreed financing conditions are obtained in writing.</td>
</tr>
<tr>
<td><strong>6200.4</strong> Manage debt and/or equity finance</td>
<td><strong>6200.5.1</strong> Borrowed funds are monitored and controlled within agreed limits and used for agreed purpose(s).</td>
</tr>
<tr>
<td></td>
<td><strong>6200.5.2</strong> Contractual obligations relating to debt and/or equity finance are determined and managed.</td>
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<td><strong>6200.5.3</strong> Changes in the use and/or repayment of funds are negotiated with financiers to avoid incurring penalties.</td>
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<tr>
<td></td>
<td><strong>6200.5.4</strong> Existing financing arrangements are monitored and evaluated, and re-financed as appropriate.</td>
</tr>
</tbody>
</table>
A. RANGE OF VARIABLES

- Range of sources of finance includes:
  - debt financing - bank overdraft, term loans, bank bills, farm development loans, bridging finance and hire purchase, equity financing, shareholders funds and leasing; and, funds provided by family members
- Range of appropriate criteria for comparing investments includes capital requirements, investment periods, rates of return, degree of risk, impact on business cash flows, and demands on management and potential for employing investment managers

<table>
<thead>
<tr>
<th>Industry:</th>
<th>Rural</th>
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<tbody>
<tr>
<td>Area of Competency:</td>
<td>Financial Management</td>
</tr>
<tr>
<td>Sector:</td>
<td>Beef Cattle Production</td>
</tr>
</tbody>
</table>

RUA AG6200BM A  Manage borrowed funds  (continued)

B. EVIDENCE GUIDE

Key Outcomes
Appropriate levels and types of finance are obtained at competitive rates and terms and they are managed according to contractual obligations.

OHS issues that impact upon the performance of this unit
Not applicable

Holistic Outcome
Borrowings are managed so that repayments and interest are met on time and debt levels never allowed to increase beyond the point where interest begins to compound and equity goes into permanent decline.

Underpinning knowledge and skills
- A basic working knowledge of:
  - how to assess borrowing requirements
  - sources and types of finance
  - preparation of a loan application
  - management of borrowed funds
- The ability to:
  - estimate financial needs
  - negotiate for finance
  - renegotiate loans if required
  - meet financial obligations

C. ASSESSMENT GUIDE

Assessment of this unit is to be conducted in accordance with this Assessment Guide and the endorsed ‘Assessment Guidelines’ for the Qualifications in Agriculture.

Authority managing and conducting assessment, and issuing qualifications
Authorised Registered Training Organisation (RTO).

Special outcomes of assessment for purposes of licensing by a government or other authority
There are no licensing requirements for this unit.

Interdependent assessment of units
This unit can be assessed independently.

Qualifications of Assessor
Assessors are to be qualified as competent against the Competency Standards for Assessment. As a minimum, this is to be in the two units: “Conduct Assessment in Accordance with an Established Assessment Procedure” and “Plan and Review Assessment.”
Only qualified assessors engaged by a Registered Training Organisation are able to assess a person against this unit of competency. The assessment is to be conducted by an assessor in cooperation with a person who has workplace knowledge, skills and competence relevant to this unit. This workplace assessment can be conducted by an individual or a group of people complying with the above criteria.

Measures to ensure consistency in assessment
These measures are described in the Assessment Guidelines of the industry-endorsed Trainer’s Guide for the unit.

Industry: Rural
Area of Competency: Financial Management
Sector: Beef Cattle Production

RUA AG6200BM A Manage borrowed funds (continued)

C. ASSESSMENT GUIDE (continued)

Where the unit is assessed
Competency is to be demonstrated in an agricultural workplace or in a situation which reproduces agricultural workplace conditions.

Resources required beyond those normally found in a functioning agricultural workplace
Access to a rural business or case study

Utilisation of key competencies in the performance of this unit
Level of utilisation of Key Competencies (1 perform; 2 administer; 3 design)

<table>
<thead>
<tr>
<th>Communicating ideas &amp; information</th>
<th>Collecting, analysing &amp; organising information</th>
<th>Planning &amp; organising activities</th>
<th>Working with teams &amp; others</th>
<th>Using mathematical ideas &amp; techniques</th>
<th>Solving problems</th>
<th>Using technology</th>
</tr>
</thead>
<tbody>
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</tr>
</tbody>
</table>

◊ Communicating - with bankers, consultants, partners
◊ Collecting, analysing and organising information - terms and conditions of loans
◊ Planning and organising activities - bank interviews, advisers appointments
◊ Working with others and in teams - partners, consultants, bankers
◊ Using mathematical ideas and techniques - estimating finance required, interest repayments
◊ Solving problems - lack of finance, poor seasons and prices crises
◊ Using technology - office equipment, computers, communications technology
SECTION 3

ATTACHMENTS:

A: – AGRICULTURE UNITS OF COMPETENCY

B:– HORTICULTURE UNITS OF COMPETENCY
ATTACHMENT A: – AGRICULTURE UNITS OF COMPETENCY

Legend

LrnGuide Learning Guide - indicates if a Learning Guide has been developed to support the unit of competency.

Learning Guide is further defined as follows:

TP - Learning Guides developed under the Training Package project - based on competency standards.

TP* - Learning Guides developed under the Certificate III in Farming project – based on competency standards.

NTP - Learning Guides developed under the National Transition Program – based on curriculum.

NTP/GRD - Learning Guides developed under NTP and modified to competency based material.

GRDC - Learning Guides – rewritten from NTP - based on units of competency.

Old Code Codes previously used for Agriculture units of competency.

New Code New codes which comply with the National Training Information Service requirements (see Section 2 ‘Coding of Units of Competency’ for further details).
ATTACHMENT B: – HORTICULTURE
UNITS OF COMPETENCY

Legend

LrnGuide  Learning Guide - indicates if a Learning Guide has been developed to support the unit of competency.

Learning Guide is further defined as follows:
TP - Learning Guides developed under the Training Package project - based on competency standards.

F  Floriculture
P  Production Horticulture
N  Nursery
G  Parks and Gardens
L  Landscape
A  Arboriculture
T  Turf Management