



Australian Government

ACMPHR407 Implement an equine facility maintenance, improvement and management program

Release: 1

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Modification History

Release	Comments
Release 1	This version released with ACM Animal Care and Management Training Package Version 1.0

Application

This unit of competency describes the skills and knowledge to manage, improve and maintain the resources of an equine industry property and determine a management strategy for the facility covering all resources within the financial limitations of the business.

The unit applies to individuals who have responsibility for the management and maintenance of horse organisations such as training and breeding establishments, riding schools and agistment centres.

No occupational licensing or certification requirements apply to this unit at the time of publication.

Work health and safety and animal welfare legislation relevant to interacting with horses applies to workers in this industry. Requirements vary between industry sectors and state/territory jurisdictions. Users are advised to check with the relevant authority for specific requirements.

NOTE: The terms ‘occupational health and safety’ (OHS) and ‘work health and safety’ (WHS) generally have the same meaning in the workplace. In jurisdictions where the national model WHS legislation has not been implemented, RTOs must contextualise the unit of competency by referring to current OHS legislative requirements.

Pre-requisite Unit

Nil

Unit Sector

Performance Horse (PHR)

Elements and Performance Criteria

Elements	Performance Criteria
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<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Audit the condition of existing resources and infrastructure of the property	1.1 Identify the natural and built resources and infrastructure necessary to conduct the operations of the organisation to meet business goals 1.2 Conduct an audit of the condition and suitability of existing natural and built resources and infrastructure on the property to meet operational needs, business goals and work health and safety requirements 1.3 Identify resources that require upgrading, renewal or construction, and prioritise the list according to organisation operations, environmental and safety obligations and business goals
2. Analyse the current use and maintenance of existing property resources	2.1 Analyse the effectiveness and efficiency of the current use of the existing natural resources to meet operational needs, environmental obligations and business goals 2.2 Assess the effectiveness and efficiency of the current use of the existing infrastructure and machinery resources to meet operational needs, environmental obligations and business goals 2.3 Analyse the effectiveness and efficiency of the current use of labour resources to meet operational needs and business goals 2.4 Assess the effectiveness of and expenditure on maintenance of existing resources and facilities 2.5 Identify and prioritise specific areas for improvement in the use and maintenance of existing resources to meet operational needs and business goals
3. Analyse the environmental, economic and planning constraints and their effect on the planning process	3.1 Determine the economic parameters for the maintenance and development of the property 3.2 Undertake a cost-benefit analysis of making identified improvements to resources or maintenance schedules to meet business goals 3.3 Assess the potential environmental impacts of the proposed improvements or changes to maintenance activities 3.4 Identify the federal, state and local planning laws and codes that have jurisdiction over the property 3.5 Develop a costed property improvement and maintenance plan that considers financial, labour,

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	ongoing maintenance, legal and environmental requirements to meet operational needs and business goals
4. Implement property improvement and maintenance plan	4.1 Develop a schedule with specific timelines to implement the plan within nominated budget, labour and resourcing parameters 4.2 Design and develop site plans for proposed changes to the layout of the property in accordance with improvement plan 4.3 Identify, prioritise and schedule the tasks associated with managing and maintaining the natural resources of the property 4.4 Engage contractors to complete specialist construction works or maintenance activities nominated in improvement plan 4.5 Monitor and evaluate progress of plan implementation against plan goals and schedule 4.6 Adjust the implementation of the plan to meet operational needs or business goals 4.7 Train staff in tasks required to implement improvements or conduct maintenance activities
5. Establish recordkeeping procedures to assist in the management of resources	5.1 Identify, select or create a recordkeeping system to meet operational needs and business goals 5.2 Identify and keep records required for competition horse facilities 5.3 Create and implement an inventory for property, machinery, equipment and tack and feed resources
6. Manage the maintenance of plant and equipment	6.1 Ensure that all plant and equipment used on the property is safe and serviceable according to manufacturer specifications 6.2 Implement a maintenance schedule for plant and equipment 6.3 Access specialist advice and repair to plant and equipment according to organisation practices 6.4 Follow procedures for safe storage, application and

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	disposal of chemicals and hazardous substances 6.5 Train staff in the procedures for the inspection and safe maintenance of plant and equipment, and safe storage and disposal of chemicals
7. Manage the maintenance of gear and tack	7.1 Ensure that all gear and tack used on the property is safe and serviceable, according to relevant work health safety and animal welfare regulations 7.2 Access specialist advice regarding maintenance, suitability and appropriateness of gear and tack according to organisation practices 7.3 Implement and monitor adherence to maintenance schedule for gear and tack 7.4 Train staff in the procedures for the inspection and safe maintenance of gear and tack 7.5 Maintain accurate records relating to the maintenance of all gear and tack

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	Review a range of textual and numerical information from a variety of sources to identify key details, make judgements and determine work requirements
Writing	Produce logically sequenced and structured written documents, plans or schedules
Numeracy	- Analyse financial data and costs relating to budgets - Calculate and adjust timelines in schedules or plans
Navigate the world of work	Take responsibility within own role for maintaining and managing facilities and property to meet organisational goals and comply with regulatory requirements, including work health and safety and animal welfare

Skill	Description
Interact with others	• Select and use appropriate written and verbal communication practices to train staff and oversee others in work area
Get the work done	• Plan and sequence multiple tasks and prioritise on the basis of financial constraints, operational needs and business goals • Assess and control risks and reflect on approaches taken within own role and work area • Use familiar workplace technologies and systems to access, prepare and communicate information

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ACMPHR407 Implement an equine facility maintenance, improvement and management program	Not applicable	New unit	No equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b75f4b23-54c9-4cc9-a5db-d3502d154103>

Assessment Requirements for ACMPHR407 Implement an equine facility maintenance, improvement and management program

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Performance Evidence

An individual demonstrating competency in this unit must satisfy all of the elements and performance criteria of this unit.

There must be evidence that the individual has implemented at least one equine facility maintenance, improvement and management program, including:

- conducting an audit of the condition and suitability of property resources to identify and prioritise safety issues and resources requiring upgrading, renewal or construction
- researching planning, legal and government regulations relevant to maintaining or modifying the use of infrastructure on the property
- analysing efficiency, effectiveness and cost benefits of resources and labour
- developing a costed property improvement and maintenance plan and schedule, considering financial, labour, ongoing maintenance, legal and environmental requirements to meet operational needs and business goals
- developing an inventory of property, machinery, equipment and tack and feed resources and associated recordkeeping procedures
- supervising and training staff in maintenance activities and safe work practices
- supervising the activities of contractors and suppliers
- adhering to regulatory and workplace procedures and practices relevant to role and property management activities for:
 - animal welfare
 - work health and safety (WHS)
 - biosecurity
 - environment and sustainability.

Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

- specific infrastructure, labour, natural resources, equipment, machinery and tack required to support the operational needs and business goals of the organisation

- economic, legal and environmental parameters relevant to planning and the implementation of property improvement or maintenance activities
- recordkeeping requirements and systems
- relevant training needs, courses and qualifications required of staff
- contractor and supplier services and overview of costs
- industry standard maintenance procedures for the maintenance and service of gear, tack, plant and equipment to comply with relevant work health safety, sport and other legislative requirements
- regulations pertaining to plant, equipment and property and appropriate standards and codes regarding structures to contain horses
- key requirements of WHS regulations and guidelines relating to:
 - risk assessment, control and review
 - due diligence for staff and other personnel
 - safe horse handling techniques
 - handling, storage and disposal of chemicals
 - personal protective equipment including correct use, storage and maintenance, and replacement requirements
- key requirements of biosecurity standards, relevant to horse disease and hygiene standards
- key requirements of animal welfare standards, policies and procedures relevant to the safe, humane and ethical care and housing of horses
- key requirements of environmental and sustainability standards, policies and procedures relevant to equine facilities and properties.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a workplace or an environment that accurately represents workplace conditions, which includes natural resources such as paddocks, native vegetation and water sources, as well as live horses, plant and machinery
- resources, equipment and materials:
 - workplace technology for accessing and preparing information
- specifications:
 - information about property facilities and resources, and costs to develop plans, schedules and budgets
- relationships (internal and/or external):
 - staff to train and other personnel to coordinate.

Training and assessment strategies must show evidence of the use of guidance provided in the *Companion Volume: User Guide: Safety in Equine Training*.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

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