



Australian Government

AHCORG406 Oversee compliance with an organic certification scheme

Release: 1

AHCORG406 Oversee compliance with an organic certification scheme

Modification History

Release	TP Version	Comment
1	AHCv1.0	Initial release

Application

This unit of competency describes the skills and knowledge required to oversee continued compliance with an organic certification scheme.

All work must be carried out to comply with workplace procedures, work health and safety, animal welfare and biosecurity legislation and codes, and sustainability practices.

This unit applies to production managers and workplace supervisors in an organic farming enterprise that are responsible for ensuring compliance within the scope of the selected organic certification scheme.

This unit applies to individuals who take responsibility for their own work and for the quality of the work of others within known parameters and use discretion and judgment in the selection, allocation and use of available resources.

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

Pre-requisite Unit

Nil.

Unit Sector

Organic Production (ORG)

Elements and Performance Criteria

Element	Performance criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element.
1. Identify compliance requirements of the selected organic	1.1 Access the selected organic certification scheme relevant to the operation and management of the organic farming enterprise

Element	Performance criteria
standard relating to the farm system	1.2 Identify and interpret key clauses and requirements of the organic standard that relate to the existing farm system enterprise mix 1.3 Identify and document compliance of the farm system with the requirements of the selected organic certification scheme 1.4 Identify and document key farm operations that are impacted by the organic standards
2. Keep records to comply with organic certification requirements	2.1 Identify the records and detail required for compliance with the organic certification scheme 2.2 Complete and maintain clear and accurate records to an approved industry standard 2.3 Communicate recording requirements to appropriate stakeholders and key personnel 2.4 Monitor the record keeping process and maintain records as required by the National Organic Standard
3. Support compliance with organic standards by staff in the farm business	3.1 Identify all steps within the production system that require compliance with the selected organic standards 3.2 Support and train staff and key personnel to implement and foster a compliant organic supply chain culture 3.3 Keep accurate records at all key supply chain steps to verify and maintain compliance, and to allow reconciliation and traceability 3.4 Describe certification compliance requirements of staff in Job Descriptions and Key Performance Indicators
4. Meet annual audit requirements of the selected organic certification scheme	4.1 Comply with the specific certification requirements 4.2 Prepare the farm and organic records and documents for audit and ensure accessibility 4.3 Conduct an internal organic audit of the farm system and complete associated records and documents 4.4 Take corrective actions to comply with the specific certification requirements 4.5 Participate in an annual organic audit 4.6 Comply with and close any corrective actions requested
5. Comply with food safety requirements	5.1 Identify food safety requirements that must be satisfied by the farm system to comply with industry regulations and standards 5.2 Communicate food safety requirements to all staff 5.3 Keep records to demonstrate compliance with food safety requirements to industry regulations and standards 5.4 Correct any non-conformance issues identified by internal audit or industry compliance audit

Foundation Skills

Foundation Skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Unit Mapping Information

This unit is equivalent to AHCORG406A Oversee compliance with an organic certification scheme.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72>

Assessment Requirements for AHCORG406 Oversee compliance with an organic certification scheme

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Performance Evidence

The candidate must be assessed on their ability to integrate and apply the performance requirements of this unit in a workplace setting. Performance must be demonstrated consistently over time and in a suitable range of contexts.

The candidate must provide evidence that they can:

- identify and document compliance requirements of the selected organic standard relating to the farm system
- identify and document key farm operations impacted by the organic standards
- support and train key personnel and staff to implement and foster a compliant organic supply chain culture
- keep accurate records at all key supply chain steps to verify and maintain organic compliance
- conduct an internal organic audit of the farm system and accurately complete associated records and documents
- participate in an annual organic audit and successfully close any identified corrective actions
- identify food safety requirements and ensure compliance of the farm system with industry standards
- ensure all farm records, traceability and production data is kept, monitored and maintained in compliance with National Organic Standard requirements
- comply with requirements of relevant organic standards

Knowledge Evidence

The candidate must demonstrate knowledge of:

- organic standards, compliance requirements and industry specifications
- applicable food safety and licensing requirements
- farm supply chain market requirements for product
- organic quality specifications for product
- enterprise and industry quality assurance systems
- strategies for control of hazards to organic compliance

- document control protocols

Assessment Conditions

Assessment may take place in a simulated or real workplace, however all evidence collected must meet minimum requirements including industry standard timeframes for performance of tasks.

Competency is to be assessed in the workplace and/or a simulated environment that accurately reflects performance in a real workplace setting.

Assessors must satisfy current standards for RTOs.

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