

# **ASSESSMENT GUIDELINES**

## **Unit 21046**

Demonstrate knowledge of obtaining & maintaining  
organic certification for horticultural operations

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Level 4, Credit 5, version 1

# Demonstrate knowledge of obtaining and maintaining organic certification for horticultural operations

Unit standard 21046  
Level 4, Credit 5, Version 1

## Level of performance required for this unit standard

This is a level 4 unit standard. At this level trainees are expected to demonstrate the following abilities when completing assessment tasks:

- To work under broad guidance, independently; with complete responsibility for the standards of the outcome achieved.
- To apply technical skills, knowledge, and innovation, to complete the task to the specified standard, in a variety of familiar and unfamiliar contexts.
- To analyse and interpret information, and make an informed judgement.

## Workplace assessment:

For guidelines on Workplace Assessment, please refer to the NZHITO Workplace Assessors Manual, and for further information, please contact: NZHITO, P O Box 8638, Christchurch. Ph 03 9644 735, fax 03 9644 737, website [www.hortito.org.nz](http://www.hortito.org.nz).

## Special notes:

1. The following standards apply to this unit standard:  
Demeter Standards, Bio Dynamic Farming and Gardening Association, PO Box 39045, Wellington Main Centre, Phone 04 589 5366, Fax 04 589 4365, <http://www.biodynamic.org.nz>;  
BIO-GRO Standards, BIO-GRO New Zealand, PO Box 9693, Marion Square, Wellington, Phone 04 801 9741, Fax 04 801 9742, <http://www.bio-gro.co.nz>;  
Agriquality New Zealand, Agriquality Organic Standards, <http://www.agriquality.co.nz>;  
The Soil and Health Association of New Zealand (Organic Farm New Zealand), <http://www.organicnz.org>;  
The New Zealand Food Safety Authority, <http://www.nzfsa.govt.nz/organics>;  
NZS 8410:2003 *Organic production*, available from Standards New Zealand <http://www.standards.co.nz>.

**Unit 21046: Demonstrate knowledge of obtaining organic certification for horticulture operations (Apprentice copy)**

<b>ELEMENT</b>	<b>Competent</b>	<b>Range of evidence an assessor should consider</b>
<p><b>Element 1</b> Explain the requirements for maintaining organic certification.</p>	<b>Yes/No</b>	<ul style="list-style-type: none"> <li>▪ The certification process is explained. Range: conversion periods, management plan, risk management, record keeping, compliance with organic standard, audit and assessment.</li> <li>▪ Requirement to maintain organic integrity during conversion from conventional to organic horticulture production under organic standards is explained. Range: partial certification, full certification, full compliance, parallel production.</li> <li>▪ Reasons for a conversion period are explained. Range: three of – past land use, residues, biodiversity, established pest and disease control, validation of management practices, creation of a ‘balanced’ production environment.</li> </ul>
<p><b>Element 2</b> Identify how certification integrity may be endangered in organic horticulture operations.</p>	<b>Yes/No</b>	<ul style="list-style-type: none"> <li>▪ Site factors that may influence certification are described. Range: neighbouring non-organic activities, contaminated water source, previous use of site, government imposed pest eradication.</li> <li>▪ Operational practices which may affect certification are described. Range: non-dedicated equipment, application of non-complying post-harvest treatments, use of non-approved propagation materials, use of non-approved inputs.</li> <li>▪ Management practices which affect the integrity of organic certification are described. Range: knowledge of organic standards, staff training, record keeping.</li> </ul>
<p><b>Element 3</b> Outline the requirements of an organic management plan for a horticultural operation to obtain organic certification.</p>	<b>Yes/No</b>	<ul style="list-style-type: none"> <li>▪ Physical characteristics of the site are determined. Range: neighbouring land use, condition of shelterbelts, past land use, current land use, water catchments.</li> <li>▪ Operational and management practices that may endanger certification are identified and the reasons for this are described in each case. Range: prohibited inputs, contaminated cultivation and spray equipment, spill containment, cultural crop management.</li> <li>▪ Organic management plan identified policies and procedures to be implemented that manage risks to the integrity of certification. Range: organic management policies and procedures, record keeping, staff training, internal audits, corrective action, relationships with neighbouring land users.</li> <li>▪ Procedures developed for monitoring performance are identified. Range: management review and planning, internal audit, product testing.</li> </ul>

\_\_\_\_\_ (Name of Apprentice)

is **Competent / Not yet competent** in Unit Standard 21046 (version 1)

**Signed (Assessor):** \_\_\_\_\_

WPA Registration Number: \_\_\_\_\_ Date: \_\_\_\_\_

**Unit 21046: Demonstrate knowledge of obtaining organic certification for horticulture operations (Assessor copy)**

<b>ELEMENT</b>	<b>Competent</b>	<b>Range of evidence an assessor should consider</b>
<b>Element 1</b> Explain the requirements for maintaining organic certification.	<b>Yes/No</b>	<ul style="list-style-type: none"> <li>▪ The certification process is explained. Range: conversion periods, management plan, risk management, record keeping, compliance with organic standard, audit and assessment.</li> <li>▪ Requirement to maintain organic integrity during conversion from conventional to organic horticulture production under organic standards is explained. Range: partial certification, full certification, full compliance, parallel production.</li> <li>▪ Reasons for a conversion period are explained. Range: three of – past land use, residues, biodiversity, established pest and disease control, validation of management practices, creation of a ‘balanced’ production environment.</li> </ul>
<b>Element 2</b> Identify how certification integrity may be endangered in organic horticulture operations.	<b>Yes/No</b>	<ul style="list-style-type: none"> <li>▪ Site factors that may influence certification are described. Range: neighbouring non-organic activities, contaminated water source, previous use of site, government imposed pest eradication.</li> <li>▪ Operational practices which may affect certification are described. Range: non-dedicated equipment, application of non-complying post-harvest treatments, use of non-approved propagation materials, use of non-approved inputs.</li> <li>▪ Management practices which affect the integrity of organic certification are described. Range: knowledge of organic standards, staff training, record keeping.</li> </ul>
<b>Element 3</b> Outline the requirements of an organic management plan for a horticultural operation to obtain organic certification.	<b>Yes/No</b>	<ul style="list-style-type: none"> <li>▪ Physical characteristics of the site are determined. Range: neighbouring land use, condition of shelterbelts, past land use, current land use, water catchments.</li> <li>▪ Operational and management practices that may endanger certification are identified and the reasons for this are described in each case. Range: prohibited inputs, contaminated cultivation and spray equipment, spill containment, cultural crop management.</li> <li>▪ Organic management plan identified policies and procedures to be implemented that manage risks to the integrity of certification. Range: organic management policies and procedures, record keeping, staff training, internal audits, corrective action, relationships with neighbouring land users.</li> <li>▪ Procedures developed for monitoring performance are identified. Range: management review and planning, internal audit, product testing.</li> </ul>

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Please send this page to your NZHITO Regional Manager, who will forward it to National Office to register the credits on your NZQA Record of Learning.

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*(Name of Apprentice)*

**is Competent in Unit Standard 21046 (version 1)**

**Signed (Assessor):**

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WPA Registration Number: \_\_\_\_\_

Date: \_\_\_\_\_