

ASSESSMENT GUIDELINES

Unit 25149

Coordinate vegetable production activities.

Level 4, Credit 10, Version 1

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Unit standard 25149

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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 judgment.

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

Special notes:

- 1 *Production activities* may include – planting, pruning, harvesting, crop management, maintenance, coordinating teams.
- 2 *Workplace procedures* refer to oral or written instructions to staff on procedures for the worksite and equipment.
- 3 *Standards* refer to requirements laid down in quality assurance documentation and industry standards as supplied by industry body, agent or exporting company.
- 4 Legislation relevant to this unit standard includes but is not limited to the Health and Safety in Employment Act 1992; Employment Relations Act 2000; Resource Management Act 1991; Privacy Act 1993; Hazardous Substances and New Organism Act 1996 and related regulations; and Occupational Safety and Health Approved Codes of Practice.
- 5 *Equipment* may include but is not limited to – tractors, trailers, bins, fork lift, snips, knives, gloves, bags, buckets, elevated platforms, personal protective equipment. It may also include team support equipment such as toilet facilities, first-aid box, water, and spare equipment.
- 6 Information systems may be paper or electronic based.
- 7 Work may involve exposure to chemical, dangerous, or hazardous substances. Safety procedures are observed in accordance with NZS 8409:2004 *Management of Agrichemicals*, available from Standards New Zealand <http://www.standards.co.nz>, or the NZ Agrichemical Education Trust <http://www.growsafe.co.nz>.

**Unit 25149: Coordinate vegetable production activities.
(Apprentice copy)**

ELEMENT	Competent	Range of evidence an assessor should consider
Element 1 Prepare for production activities.	Yes/No	<ul style="list-style-type: none"> ▪ Identify production activity requirements in terms of site, crop characteristics and workplace procedures. ▪ Confirm equipment is available and ready for use in accordance with workplace procedures. Equipment checks may include but not limited to - safety standards and pre-start requirements are met, equipment is operational. ▪ Divide up production activities among the team and instruction is given in accordance with the extent of the activity.
Element 2 Implement production activity requirements.	Yes/No	<ul style="list-style-type: none"> ▪ Carry out production activities in accordance with workplace procedures, and without damage to plants, produce, people, equipment or property structures. ▪ Monitor production activities are to confirm performance is maintained within specifications. ▪ Identify, rectify and/or report team member performance not meeting agreed standards, in accordance with workplace procedures. ▪ Identify, correct and/or report any anomalies and problems are according to workplace procedures. This may include but is not limited to - rotten, diseased, immature or over-ripe produce; signs of common diseases and pests; frost; humidity; light or wind damage; mechanical damage; damage to infrastructure or production systems; equipment malfunction; team performance. ▪ Tasks to complete the work days production activities are carried out in accordance with workplace procedures. This may include but is not limited to - transferring produce to the packhouse; disposal of residues, packaging, waste or materials; storage of equipment.
Element 3 Complete daily production activity operations.	Yes/No	<ul style="list-style-type: none"> ▪ Debrief team members in accordance with workplace procedures. This may include - clean, maintain, and store equipment.
Element 4 Maintain workplace records.	Yes/No	<ul style="list-style-type: none"> ▪ Record and/or store workplace information is in accordance with workplace procedures. This may include but is not limited to – standard operating procedures; specifications; production schedules/instructions; work notes; Material Safety Data Sheets; manufacturers’ instructions; verbal direction from manager, supervisor, or senior operator. ▪ Information systems may be paper or electronic based.

(Name of Apprentice)

is **Competent / Not yet competent** in Unit Standard 25149, version 1

Signed (Assessor): _____

WPA Registration Number: _____ Date: _____

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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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