

## APPLY FARM MANAGEMENT PRINCIPLES

**UNIT CODE : 0811 551 10A**

**TVET CDACC UNIT CODE:** AGR/CU/EXT/CC/03/6/MA

### UNIT DESCRIPTION

This unit specifies competencies required to apply farm management principles. It involves applying farm planning techniques, controlling farm operations, manage farm resources and Organize farm operations

### ELEMENTS AND PERFORMANCE CRITERIA

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b>
These describe the key outcomes which make up workplace function.	These are assessable statements which specify the required level of performance for each of the elements.  <b><i>Bold and italicized terms are elaborated in the Range.</i></b>
1. Apply farm Planning techniques	1.1 Agriculture enterprise goals and objectives established as per workplace procedures  1.2 <b><i>Agriculture farm organization plans</i></b> are established as per work requirement  1.3 agriculture farm goals <b><i>resources</i></b> are identified as per workplace requirements
2. Control farm operations	2.1 Employees Motivation is performed as per operational plan 2.2 <b><i>Leadership styles</i></b> are applied as per workplace requirements 2.3 Farm plan evaluation and adjustments are conducted as per type of plan 2.4 Employees Capacity building is performed as per workplace procedures 2.5 <b><i>Performance appraisals</i></b> are conducted as per workplace procedures 2.6 <b><i>Resource adjustments</i></b> is performed as per workplace procedures
3. Manage farm resources	3.1 Corporate social responsibilities and cultural opportunities Assessment is conducted as per workplace procedures

	<p>3.2 Farm enterprise Costs and pricing is carried out as per cost-budget analysis</p> <p>3.3 Quality control and customer service is conducted as per workplace procedures</p> <p>3.4 Farm resource allocation is conducted as per workplace procedures</p>
4. Organize farm operations	<p>4.1 Resources distribution is performed as per workplace procedures Achieve established goals as per workplace procedures</p> <p>4.2 Livestock farm enterprise is budgeted as per workplace procedures</p> <p>4.3 <b>Staffing of workers</b> in the livestock farm is executed as per workplace procedures</p>

## RANGE OF VARIABLES

This section provides work environments and conditions to which the performance criteria apply. It allows for different work environments and situations that will affect performance.

RANGE	VARIABLE
1. Organization plans may include but not limited to:	<ul style="list-style-type: none"> <li>• Strategic plan</li> <li>• Tactical plan</li> <li>• Operational plan</li> <li>• Working plan</li> </ul>
2. Resources may include but not limited to:	<ul style="list-style-type: none"> <li>• Human</li> <li>• Financial</li> <li>• Agricultural machines</li> <li>• Agricultural inputs</li> </ul>
3. Leadership styles may include but not limited to:	<ul style="list-style-type: none"> <li>• Authoritarian Leadership</li> <li>• Democratic Leadership</li> <li>• Transformational Leadership</li> <li>• Laissez-Faire Leadership</li> </ul>
4. Performance appraisals may include but not limited to:	<ul style="list-style-type: none"> <li>• Straight ranking appraisals</li> <li>• Grading</li> <li>• 1 by objective appraisals</li> <li>• Behavior-based appraisal</li> </ul>

	<ul style="list-style-type: none"> <li>• Performance appraisal</li> </ul>
5. Resource adjustments may include but not limited to:	<ul style="list-style-type: none"> <li>• Budget</li> <li>• Staff</li> </ul>
6. Staffing of workers may include but not limited to:	<ul style="list-style-type: none"> <li>• Advertisement of vacant</li> <li>• Shortlisting</li> <li>• Interview</li> <li>• Recruitment</li> <li>• Training</li> <li>• Motivation</li> </ul>

## **REQUIRED SKILLS AND KNOWLEDGE**

This section describes the skills and knowledge required for this unit of competency.

### **Required skills**

The individual needs to demonstrate the following knowledge:

- Strategic planning
- Monitoring and evaluation
- Business management function
- Human resources management
- Sales and Marketing
- Basic accounting
- Critical thinking
- Leadership skills

### **Required s knowledge**

The individual needs to demonstrate the following skills:

- Basic numeracy
- Record Keeping
- Report writing
- Basic accounting

## EVIDENCE GUIDE

This provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge and range.

1. Critical aspects of competency	Assessment requires evidence that the candidate: 1.1 Conducted assessment of corporate social responsibilities and cultural opportunities as per work place procedure 1.2 Conducted quality control and customer service as per work place procedure 1.3 Conducted Performance appraisals as per work place procedure 1.4 Performed Resource adjustments as per work place procedure
2. Resource implication	The following resources should be provided: 2.1 Appropriately simulated environment where assessment can take place 2.2 Access to relevant workplace assessment environment 2.3 Resources relevant to the proposed assessment activity or tasks
3. Method of assessment	Competency in this unit may be assessed through: 3.1 Written tests 3.2 Oral questioning 3.3 Third party reports
4. Context of assessment	Competency may be assessed: 4.1 Workplace 4.2 Simulated work environment
5. Guidance information for assessment	Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.