

## PREPARE AGRI-ENTERPRISE WORK PLAN

**ISCED UNIT CODE:** 0811 551 14A

**TVETCDACC UNIT CODE:** AG/OS/PN/CR/05/6/MA

### **UNIT DESCRIPTION**

This unit specifies the competencies required to implement Agri-enterprise workplan. It involves Executing agri-enterprise work plan, Market agri-enterprise produce, Monitor and evaluate agri-enterprise work plan.

### **ELEMENTS AND PERFORMANCE CRITERIA**

<b>ELEMENT</b>	<b>PERFORMANCE CRITERIA</b>
These describe the key outcomes which make up workplace functions	These are assessable statements which specify the required level of performance for each of the elements  <i>(Bold and italicized terms are elaborated in the range)</i>
1. Prepare to execute agri-enterprise work plan	1.1 Agri-enterprise plan is <b>communicated</b> as per work requirement 1.2 <b>Agri-enterprise tasks</b> and responsibilities are assigned as per work requirement 1.3 Agri -enterprise <b>implementation resources</b> are assembled as per work requirement
2. Establish agri-enterprise goals	2.1 <b>Agri-enterprise goals</b> are set as per work requirement 2.2 Agri-enterprise goals are assigned as per work requirement 2.3 Agri-enterprise goals are reviewed as per work procedure
3. Carry out agri-enterprise activities	3.1 Agri- enterprise activities time frames are assigned as per work requirement 3.2 <b>Agri-enterprise physical resources</b> are allocated as per work schedule 3.3 Agri -enterprise physical resources are applied as per work requirement
4 Mitigate agri-enterprise risks & uncertainties	4.1 <b>Agri-enterprise risks and uncertainties</b> identification is carried out as per work requirement

	4.2 Agri-enterprise risk management strategy is selected as per work requirement 4.3 Agri-enterprise risk management strategy is applied as per work procedure 4.4 Agri-enterprise risk management strategy is monitored as per work requirement
5. Market agri-enterprise produce	1.0 Agri-enterprise produce is assembled as per work requirement 1.1 Agri-enterprise produce is stored as per work requirement 1.2 Agri-enterprise produce is sorted as per work requirement 1.3 Agri-enterprise produce is graded as per work requirement 1.4 Agri-enterprise value addition is carried out as per work requirement 1.5 Agri-enterprise produce is packaged as per work requirement 1.6 <b><i>Agri-enterprise produce is distributed</i></b> as per work requirement 1.7 Agri-enterprise produce is promoted and advertised as per work requirement
6 Monitor and evaluate agri-enterprise work plan	6.1 <b><i>Agri-enterprise performance indicators</i></b> are established as per work requirement 6.2 Agri-enterprise actual and planned performance is compared as per work requirement 6.3 Review and adjustments are carried out as per work requirement

## RANGE

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

Variable	Range
1. Agri-enterprise communication include but not limited to:	<ul style="list-style-type: none"> <li>• Letters</li> <li>• mails</li> <li>• audio-verbal</li> <li>• reports</li> <li>• minutes</li> </ul>
2. Agri-enterprise tasks include but not limited to:	<ul style="list-style-type: none"> <li>• Research</li> <li>• Production</li> <li>• Management</li> <li>• Marketing</li> </ul>

	<ul style="list-style-type: none"> <li>• Documentation and reporting</li> <li>• Monitoring and reviews</li> </ul>
3. 2.1 Agri-enterprise goals	<ul style="list-style-type: none"> <li>• Short term goals</li> <li>• Medium term goals</li> <li>• Long term goals</li> </ul>
4. Agri-enterprise implementation resources include but not limited to:	<ul style="list-style-type: none"> <li>• Human capital</li> <li>• Physical infrastructure</li> <li>• Production Inputs</li> <li>• Financial resources</li> <li>• Support systems</li> </ul>
5. Agri-enterprise produce distribution include but not limited to:	<ul style="list-style-type: none"> <li>• Direct distribution</li> <li>• Wholesale distribution</li> <li>• Retail distribution</li> <li>• Online distribution</li> <li>• Agents distribution</li> <li>• Partnership distribution</li> <li>• Direct mail distribution</li> </ul>
6. Agri-enterprise performance indicators includes but not limited to:	<ul style="list-style-type: none"> <li>• Revenue growth</li> <li>• Profitability ratios</li> <li>• Crop yields</li> <li>• Quality standards</li> <li>• Cost of production</li> <li>• Sustainability metrics</li> <li>• Compliance regulations</li> <li>• Customer satisfaction</li> <li>• Supply chain efficiency</li> <li>• Market share</li> <li>• Innovation and technology adoption</li> </ul>
7. Agri-enterprise risks and uncertainties include but not limited to:	<ul style="list-style-type: none"> <li>• Market risks</li> <li>• Production risks</li> <li>• Financial risks</li> <li>• Policy and regulation risks</li> <li>• Technology risks</li> <li>• Environmental risks</li> <li>• Human capital risk</li> <li>• Health and safety risk</li> </ul>

## **REQUIRED KNOWLEDGE AND SKILLS**

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

### **Required knowledge**

The individual needs to demonstrate knowledge of:

- Communication
- Assembling
- Storage
- Sorting
- Grading
- Processing
- Packaging
- Distribution
- Monitoring And Review

### **Required skills**

- Quality standards
- Sustainability metrics
- Compliance regulations
- Customer satisfaction
- Supply chain efficiency
- Market share
- Innovation and technology adoption

## **EVIDENCE GUIDE**

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

1. Critical aspects of competency	Assessment requires evidence that the candidate: 1.1 Carried out Agri -enterprise evaluation as per work procedure 1.2 Assembled Agri-enterprise produce as per work requirement 1.3 Stored Agri-enterprise produce as per work requirement 1.4 Sorted Agri-enterprise produce as per work requirement 1.5 Graded Agri-enterprise produce as per work requirement
-----------------------------------	--

	<p>1.6 Processed Agri-enterprise produce as per work requirement</p> <p>1.7 Packaged Agri-enterprise produce as per work requirement</p> <p>1.8 Distributed Agri-enterprise produce as per work requirement</p> <p>1.9 Advertised Agri-enterprise produce as per work requirement</p>
2. Resource implications	<p>The following resources should be provided:</p> <p>2.1 Appropriately simulated environment where assessment can take place.</p> <p>2.2 Access to relevant work environments where assessment can take place.</p> <p>2.3 Resources relevant to the proposed activities or task.</p>
3. Methods of Assessment	<p>Competency may be assessed through:</p> <p>3.1 Practical</p> <p>3.2 Project</p> <p>3.3 Third party report</p> <p>3.4 Portfolio of evidence</p> <p>3.5 Written tests</p> <p>3.6 Oral questioning</p>
4. Context of Assessment	<p>This competency may be assessed in a work place or in a simulated work place.</p>
5. Guidance information for assessment	<p>Holistic assessment with other units relevant to the industry sector and workplace job role is recommended.</p>