

Title	Produce routine management reports to inform decision making for a farm production system		
Level	4	Credits	10

Purpose	<p>This unit standard is intended for people who are working in a farming context.</p> <p>People credited with this unit standard are able to produce routine management reports to inform decision making for a farm production system.</p>
----------------	--

Classification	Agriculture > Agribusiness Management
-----------------------	---------------------------------------

Available grade	Achieved
------------------------	----------

Guidance Information

- Definitions**
Production season, for agribusinesses in the livestock or arable sectors, is defined as a 12 month period.
Routine may be monthly or seasonally, as required in the workplace.
Workplace procedures refer to verbal or written instructions to staff on procedures for reporting farming activities.
- Industry templates should be used for reporting, where these are appropriate.**
 Examples of these are available at DairyNZ, <http://www.dairynz.co.nz/> and Beef+Lamb New Zealand, <http://www.beeflambnz.com/>.
- Range**
 The content of reports may include but is not limited to – soil status, plant and machinery status, hazards identified, hazard management, staff rosters, production data, weather, pasture (quantity and quality, use and availability of supplements), livestock (condition, weight, health and pregnancy status), effluent, arable crops (pest and disease status, growth stage, readiness for harvest).

Outcomes and performance criteria

Outcome 1

Produce routine management reports to inform decision making for a farm production system.

Range management reports must be produced for a production season.

Performance criteria

- 1.1 Produce reports in a format consistent with workplace procedures.
- 1.2 Communicate effectively to provide sufficient detail to enable business decision making and planning.

Planned review date	31 December 2024
----------------------------	------------------

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	18 June 2015	31 December 2022
Review	2	27 February 2020	N/A

Consent and Moderation Requirements (CMR) reference	0052
--	------

This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact the Primary Industry Training Organisation standards@primaryito.ac.nz if you wish to suggest changes to the content of this unit standard.