

CERTIFICATE II IN AGRICULTURE

SUGGESTED STUDY PLAN

Group A Units (*units in italics are compulsory)

- RTC2701A Follow OHS procedures**
- RTC2702A Observe environmental work practices*
- RTC2705A Work effectively in the industry**
- RTC2801A Participate in workplace communications**

Group B Units

- RTC2704A Provide basic first aid
- RTC2209A Install, maintain and repair fencing
- RTE2114A Monitor water supplies
- RTE2113A Monitor livestock to parturition
- RTE2115A Muster and move livestock
- RTE2128A Provide feed for livestock
- RTE2111A Identify and mark livestock
- RTE2130A Ride horses and care for equipment
- RTE2205A Fabricate and repair metal or plastic structures
- RTE2308A Operate ride-on vehicles
- RTC2301A Undertake operational maintenance of machinery

Group C Units

- RTC1301A Operate basic machinery and equipment
- RTE2118A Handle livestock using basic techniques

QUALIFICATION PACKAGING RULES

The Suggested Study Plan (*above*) has been aligned to the following qualification packaging rules.

A total of 17 units of competency must be completed

- 9 units from Group A (including the 4 designated compulsory units)
- 5 additional units from Group A and/or B
- 3 additional units from Group A, B and/or C

Units should be selected from Group A and Group B in accordance with local work undertaken and local industry advice.

At least 13 of the units of competency presented for this qualification must relate to beef production work procedures, activities or contexts. In addition, at least 13 of the units selected to make up this qualification must be aligned clearly to Certificate II outcomes.

**For more information on tailoring a study plan to suit your needs contact a
RITE Field Officer**

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UNITS OF COMPETENCY – A brief description

SUGGESTED STUDY PLAN UNITS

GROUP A (*units in italics are compulsory)

RTC2701A Follow OHS procedures*

This competency standard covers the process of following enterprise Occupational Health and Safety (OHS) policies and procedures. It requires the ability to comply with workplace procedures in hazard identification and risk control, observe safe practices during work operations, and participate in arrangements for maintaining health and safety of all people in the workplace. Following OHS policies and procedures requires knowledge of employee and employer responsibilities under the OHS Act, enterprise procedures relating to hazards, fires, emergencies, accidents and risk control, and OHS signs and symbols relevant to area of work.

RTC2702A Observe environmental work practices*

This competency standard covers the process of observing and contributing to positive environmental work practices. It requires the ability to follow workplace directions and instructions, recognise basic environmental hazards and threats and communicate accurately with supervisors and workplace colleagues, and keep simple records. Observing environmental work practices requires awareness of relevant environmental legislation, policies and workplace/industry practices, approaches to improving environmental performance, and environmental issues (especially in regard to water catchments, air, noise, ecosystems, habitat, efficient use of resources, sustainability and waste minimisation).

RTC2705A Work effectively in the industry*

This competency standard covers the process of working effectively on an individual basis and with others. It requires the ability to obtain information about the industry, observe employment requirements, accept responsibility for quality of own work, maintain safety of self and others, participate in workplace teams, and follow work schedules. Working effectively in the industry requires knowledge of industry/workplace awards and conditions, employer expectations, relevant legislation and Codes of Practice applying to the industry, OHS policies and procedures, workplace policies and procedures, emergency procedures, organisational structure, and workplace communication channels.

RTC2801A Participate in workplace communications*

This competency standard covers the process of effectively participating in workplace communications. It requires the ability to follow simple spoken messages, perform routine workplace duties, follow simple written notices, obtain and provide information in response to workplace requirements, complete relevant work related documents, and participate in workplace meetings and discussions. Participating in workplace communications requires an understanding of different modes of communication, basic mathematical processes, and knowledge of communication procedures and systems and technology relevant to the enterprise and the individual's work responsibilities.

GROUP B

RTC2704A Provide basic first aid

This competency standard covers the process of providing essential first aid in recognising and responding to an emergency using basic life support measures. The first aider is not expected to deal with complex casualties or incidents, but to provide an initial response where first aid is required. The first aider will generally be working under supervision. It requires the ability to respond positively to emergencies in line with practised actions and demonstrate basic first aid casualty management principles. Providing basic first aid requires knowledge of the use of safe working practices, the emergency network, and first aid casualty management principles.

RTC2209A Install, maintain and repair fencing

This competency standard covers the functions required to carry out safe and effective conventional fencing work. Conventional fencing refers to post and wire/wire netting under tension, and can be used for animal control or as a deterrent for people and vehicles. It requires a working knowledge of the uses and structure of a range of fences and fencing materials, equipment and tools. It requires an awareness of workplace safety and environmental practices associated with maintenance activities. The work functions in this standard are likely to be carried out under routine supervision within enterprise guidelines.

RTE2114A Monitor water supplies

This competency standard covers the process of monitoring the supply of potable water for livestock from water storages and sources. It requires the ability to record and report water supply information, activities and system performance, read and follow manufacturers' procedures, identify blockages, check flow rates and follow OHS procedures. Monitoring the supply of water requires knowledge of water delivery systems and components and their operation, enterprise procedures

for carrying out inspections, recording and reporting water information and system performance and OHS requirements for working outdoors, with water supplies. This work is undertaken under routine supervision.

RTE2113A Monitor livestock to parturition

This competency standard covers the processes required to monitor animal health, wellbeing and welfare during gestation. Competency requires the application of knowledge and skills to observe livestock health and wellbeing from joining and to maintain appropriate nutritional and environmental requirements. The work is likely to be carried out under routine supervision within enterprise guidelines.

Pregnancy testing of animals is covered by other competency standards.

RTE2115A Muster and move livestock

This competency standard covers the functions required to work as part of a team in the mustering and movement of livestock.

It requires a working knowledge of livestock behaviour, health and nutritional requirements and the application of safe and humane livestock handling skills. Competency requires an awareness of legislative requirements with regard to animal welfare. The work is likely to be carried out under routine supervision within enterprise guidelines.

RTE2128A Provide feed for livestock

This competency standard covers the process of preparing and providing feed for livestock in an extensive agricultural environment. It requires the application of knowledge and skills to check livestock condition, assess feed availability and provide supplementary feeding where required, and report and maintain records. In addition, it requires an awareness of animal welfare and behaviour, and safe workplace and sustainable environmental practices associated with livestock production. The work is likely to be carried out under close supervision with regular checking within enterprise guidelines.

RTC2301A Undertake operational maintenance of machinery

This competency standard covers basic maintenance procedures required to support machinery operations. It involves non-specialist skills to perform basic servicing and repairs on a range of machinery according to scheduled maintenance programs. Competency requires an awareness of workplace safety, and positive environmental practices associated with maintenance activities. The work is likely to be carried out under limited supervision with checking only related to overall progress within established enterprise routines and procedures.

RTE2111A Identify and mark livestock

This competency standard covers the functions required to prepare for and carry out the identification and marking of young animals. It requires knowledge of identification and marking methods and techniques, and the application of skills to handle animals in a safe and humane manner. Competency requires an awareness of animal welfare legislative requirements. The work is likely to be carried out under limited supervision within enterprise guidelines.

RTE2130A Ride horses and care for equipment

This competency standard requires a person to safely perform basic horsemanship activities such as riding a horse for the first time and preparing a horse for work using basic methods and procedures.

It requires the application of skills and knowledge to carry out horse handling operations safely and humanely in prepared handling areas, using appropriate equipment and techniques. Competency requires an awareness of animal welfare legislative requirements and organisation workplace safe practices. The work in this standard is likely to be carried out under routine supervision within organisation guidelines.

RTE2205A Fabricate and repair metal or plastic structures

This competency standard covers the requirements to undertake minor fabrication and repair of metal or plastic structures where the services of a specialist trades person is not necessary.

It requires the application of basic skills and knowledge to match materials against work plans, and select appropriate plant and equipment to carry out repairs and/or fabricate structures. The work involves the application of some judgement and discretion and would be carried out under supervision within enterprise guidelines.

RTE2308A Operate ride-on vehicles

This competency standard covers the process of maintaining and operating two and four wheel all terrain vehicles and ride-on machinery. This unit does not include tractors or motor vehicles, as they are covered by other units of competency.

It requires the application of basic skills and knowledge to safely utilise individual controls and features of ride-on vehicles, with or without attached equipment, and carry out basic maintenance procedures. Competency requires an awareness of duty of care to self, others and the environment. The work is likely to be carried out under routine supervision within enterprise guidelines.

GROUP C

RTC1301A Operate basic machinery and equipment

This competency standard covers the use and maintenance of basic machinery and equipment. Competency requires the application of skills and knowledge to a limited range of tasks including pre-operational checks, and the cleaning and storage of tools and equipment. In addition, competency requires an awareness of workplace safety and positive environmental practices associated with equipment operation. The work in this standard is likely to be under direct supervision with regular checking.

RTE2118A Handle livestock using basic techniques

This competency standard covers the functions required to move, draft and control livestock using basic methods and procedures in an agricultural enterprise.

It requires the application of skills and knowledge to carry out livestock handling operations safely and humanely in prepared handling areas using appropriate equipment and techniques. Competency requires an awareness of animal welfare legislative requirements and enterprise workplace safe practices. The work is likely to be carried out under routine supervision within enterprise guidelines.

OTHER UNITS OFFERED BY RITE

GROUP B

RTC2210A Maintain properties and structures

This competency standard covers the functions required to maintain and repair properties and structures in a situation that does not require the specialist skills of another trade. It involves the application of basic skills and knowledge to match equipment and materials to job requirements, and select the appropriate tools to carry out repairs. The work is likely to be carried out under routine supervision with intermittent checking usually within a team environment.

RTC2306A Operate vehicles

This competency standard covers the process of maintaining and operating vehicles in a rural, horticultural or land management setting. Competency requires the application of basic driving skills to safely utilise various controls and features of a range of vehicles, and demonstrate safe driving techniques. Competency requires knowledge of legislative requirements with regard to licensing, and an awareness of duty of care to self, others and the environment. The work is likely to be carried out under minimal supervision within enterprise guidelines.

RTC2706A Apply chemicals under supervision

This competency standard covers the process of applying chemicals and biological agents for the control of weeds, pests and diseases using workplace specific application equipment. The work functions in this standard will be carried out under supervision. A thorough knowledge and the application of safety procedures and regulations when using chemicals is required.

RTC2309A Operate tractors

This competency standard covers the operation of tractors with or without attached equipment. It requires the application of skills to safely utilise the various components and controls of tractors, check and confirm operational status, and set and secure equipment for operation. It also requires knowledge of the distinguishing characteristics of individual tractors including rated power, steering systems, and operational complexities. In addition, competence in tractor operation requires an awareness of licensing and legislative requirements, duty of care to self, others and the environment. The work in this standard is likely to be carried out under some supervision with regular checking within enterprise guidelines.

RTD2703A Operate in isolated and remote situations

This competency standard covers the ability to plan, prepare for and work safely in isolated and remote situations. Operating in isolated and remote situations requires knowledge of maps and mapping reading, local topography, nearby inhabitants and locations within that area, survival techniques and human needs relating to survival situations, clothing requirements for sun or heat protection, basic first aid, and the operation of communication equipment and distress signalling.

RTE2106A Care for and train working dogs

This competency standard covers the process of selecting, training and caring for working dogs in the rural industry. It requires the application of skills and knowledge to implement appropriate training methods to meet the requirements of the enterprise, and maintain the health and welfare requirements of the working dog. Competence requires an awareness of enterprise and legislative requirements with regard to animal welfare. The work functions in this standard involve the application of some judgement and discretion and would be carried out under limited supervision within enterprise guidelines.

RTE2110A Maintain livestock water supplies

This competency standard covers the functions required to perform maintenance procedures on a range of water supply systems and equipment where specialist skills of another trade are not warranted or available.

It requires a working knowledge of maintenance procedures and components of water supply systems and the application of skills to identify and rectify minor faults and carry out minor repairs. The work is likely to be carried out under routine supervision within enterprise guidelines.

RTE2124A Carry out birthing duties

This competency standard covers caring for and assisting animals and their newborn at birthing. Competency requires the application of knowledge and skills to provide and maintain nutritional and environment requirements for birthing animals. In addition, it requires an awareness of safe workplace practices, legislated animal welfare requirements, and environmental implications associated with animal production. The work would be carried out under routine supervision within established enterprise procedures

RTE2127A Castrate livestock

This competency standard covers the functions involved in castrating young animals. Competency in this standard includes the clear identification of male animals and treating them with minimal stress under hygienic conditions.

Work is likely to be under routine supervision with intermittent checking. Responsibility for some roles and co-ordination within a team may be required. Castrating animals is usually performed within established routines, methods and procedures.

RTE2136A Load and unload livestock

This competency standard covers the work required to load and unload animals for transport. It requires a working knowledge of animal handling techniques and associated facilities and equipment. Competency requires an awareness of legislative requirements with regard to animal welfare. The work is likely to be carried out under routine supervision within enterprise guidelines.

RTE2503A Observe and report on weather

This competency standard covers the process of observing and reporting on weather and climate conditions for an agricultural, horticultural or land management enterprise. Competency also requires the application of skills and knowledge to recognise adverse weather and climate conditions and to monitor, record and report on weather and climate information. The work is likely to be carried out with limited supervision, within enterprise guidelines.

GROUP C

RTC2304A Operate and maintain chainsaws

This competency standard covers the maintenance, preparation and operation of hand-held chainsaws in a work environment. It requires the application of skills and knowledge to cross-cut fallen timber using appropriate cutting techniques to maximise volume and quality recovery. It also requires knowledge of licensing and OHS legislative requirements associated with chainsaw operation along with duty of care to self, others and the environment. The work in this standard is likely to be carried out under routine supervision with intermittent checking within enterprise guidelines.

RTC2307A Operate machinery and equipment

This competency standard covers the maintenance and operation of machinery and equipment. A practical application of skills and knowledge is required to carry out pre-operational checks, calibrate equipment, report faults and maintain operational records. In addition, an awareness of workplace safety and positive environmental practices associated with machinery and equipment operation is essential. This work is likely to be carried out under routine supervision within enterprise guidelines.

Group C can also include other units of competency offered by RITE at levels I and III. For information on level III units see the relevant information sheet.

Units selected must be aligned to Certificate I, II or III outcomes. These units must be relevant to work undertaken in the rural sector.