

RTE20103

Certificate II in Agriculture

Course information and vocational outcomes

This is a nationally accredited course. It is designed for those who desire to obtain the necessary skills, knowledge and experience in the agricultural industry. A major component of this course will consist of on-the-job training that is necessary to show competency in each performance criteria of this course. Those involved in the industry and secondary school students who desire to a VET course be useful candidates for this qualification.

Employability skills

Employability Skills are integral to workplace competency. As such they must be considered in the design, customisation, delivery and assessment of vocational education and training programs in an integrated and holistic way.

Specialising in Agriculture

To achieve competency in this qualification seventeen units must be undertaken and completed:

- Four common compulsory units
- Ten units from Group B
- Three additional units are from Group C. This includes units from the following qualifications:
 - RTD02 Certificate I
 - and/or RTE03 Certificate I
 - and/or RTF03 Certificate I
 - and/or RTD02 Certificate II
 - and/or RTE03 Certificate II
 - and/or RTF03 Certificate II
 - and/or RTD02 Certificate III
 - and/or RTE03 Certificate III
 - and/or RTF03 Certificate III
 - and/or other endorsed Training Packages at Certificate I, Certificate II, and Certificate III AQF level

Note: These units must be relevant to work undertaken in the rural sector.

or

Specialising in Beef Production

- Nine units from Group A comprising of the following:
 - four common compulsory units
 - and five units from Group A: Beef Production
- and five units from the following groups
 - Group B: Agriculture
 - and/or Group A: Beef Production
- and three units from the following groups
 - Group B: Agriculture
 - and/or Group A: Beef Production
 - and/or RTD02 Certificate I
 - and/or RTE03 Certificate I

- and/or RTF03 Certificate I
 - and/or RTD02 Certificate II
 - and/or RTE03 Certificate II
 - and/or RTF03 Certificate II
 - and/or RTD02 Certificate III
 - and/or RTE03 Certificate III
 - and/or RTF03 Certificate III
 - and/or other endorsed Training Packages at Certificates I, Certificate II, and Certificate III
- Note:** These units must be relevant to work undertaken in the rural sector.

or

Specialising in Cotton Production

- Thirteen units from Group A comprising of the following:
 - four common compulsory units
 - and nine units from Group A: Cotton Production
 - and one unit from the following group
 - Group B: Cotton Production
 - and three units from the following groups
 - Group B: Agriculture
 - and/or Group A: Beef Production
 - and/or RTD02 Certificate I
 - and/or RTE03 Certificate I
 - and/or RTF03 Certificate I
 - and/or RTD02 Certificate II
 - and/or RTE03 Certificate II
 - and/or RTF03 Certificate II
 - and/or RTD02 Certificate III
 - and/or RTE03 Certificate III
 - and/or RTF03 Certificate III
 - and/or other endorsed Training Packages at Certificate I, Certificate II, and Certificate III
- Note:** These units must be relevant to work undertaken in the rural sector.

or

Specialising in Dairy Production

- Nine units from Group A comprising of the following:
 - four common compulsory units
 - and five units from Group A: Dairy Production
- and five units from the following groups
 - Group A: Dairy Production
 - and/or Group B: Dairy Production
- and three units from the following groups
 - Group A: Dairy Production
 - and/or Group B: Dairy Production
 - and/or RTD02 Certificate I
 - and/or RTF03 Certificate I
 - and/or RTD02 Certificate II
 - and/or RTF03 Certificate II
 - and/or RTD02 Certificate III
 - and/or RTF03 Certificate III

and/or other endorsed Training Packages at Certificate I, Certificate II, and Certificate III

or

Specialising in Goat Production

- Nine units from Group A comprising of the following:
 - four common compulsory units
 - and five units from Group A: Goat Production
 - and five units from the following groups
 - Group A: Goat Production
 - Group B: Goat Production
 - and three units from the following groups
 - Group A: Goat Production
 - and/or Group B: Goat Production
 - and/or RTD02 Certificate I
 - and/or RTE03 Certificate I
 - and/or RTF03 Certificate I
 - and/or RTD02 Certificate II
 - and/or RTE03 Certificate II
 - and/or RTF03 Certificate II
 - and/or RTD02 Certificate III
 - and/or RTE03 Certificate III
 - and/or RTF03 Certificate III
 - and/or other endorsed Training Packages at Certificate I, Certificate II, and Certificate III
- Note:** These units must be relevant to work undertaken in the rural sector.

or

Specialising in Grain Production

- Nine units from Group A comprising of the following:
 - four common compulsory units
 - and five units from Group A: Grain Production
 - and five units from the following groups
 - Group A: Grain Production
 - Group B: Grain Production
 - and three units from the following groups
 - Group A: Grain Production
 - and/or Group B: Grain Production
 - and/or RTD02 Certificate I
 - and/or RTE03 Certificate I
 - and/or RTF03 Certificate I
 - and/or RTD02 Certificate II
 - and/or RTE03 Certificate II
 - and/or RTF03 Certificate II
 - and/or RTD02 Certificate III
 - and/or RTE03 Certificate III
 - and/or RTF03 Certificate III
 - and/or other endorsed Training Packages at Certificate I, Certificate II, and Certificate III
- Note:** These units must be relevant to work undertaken in the rural sector.

or

Specialising in Horse Breeding

- Nine units from Group A comprising of the following:
 - five compulsory units Common Compulsory: Horse Breeding
 - and four units from Group A: Horse Breeding
- and five units from the following groups
 - Group A: Horse Breeding
 - Group B: Horse Breeding
- and three units from the following groups
 - Group A: Horse Breeding
 - and/or Group B: Horse Breeding
 - and/or RTD02 Certificate I
 - and/or RTE03 Certificate I
 - and/or RTF03 Certificate I
 - and/or RTD02 Certificate II
 - and/or RTE03 Certificate II
 - and/or RTF03 Certificate II
 - and/or RTD02 Certificate III
 - and/or RTE03 Certificate III
 - and/or RTF03 Certificate III
 - and/or other endorsed Training Packages at Certificate I, Certificate II, and Certificate III

Note: These units must be relevant to work undertaken in the rural sector.

or

Specialising in Milk Harvesting

- Nine units from Group A comprising of the following:
 - four common compulsory units
 - and five units from Group A: Milk Harvesting
- and five units from the following groups
 - Group A: Milk Harvesting
 - Group B: Milk Harvesting
- and three units from the following groups
 - Group A: Milk Harvesting
 - and/or Group B: Milk Harvesting
 - and/or RTD02 Certificate I
 - and/or RTE03 Certificate I
 - and/or RTF03 Certificate I
 - and/or RTD02 Certificate II
 - and/or RTE03 Certificate II
 - and/or RTF03 Certificate II
 - and/or RTD02 Certificate III
 - and/or RTE03 Certificate III
 - and/or RTF03 Certificate III
 - and/or other endorsed Training Packages at Certificate I, Certificate II, and Certificate III

Note: These units must be relevant to work undertaken in the rural sector.

or

Specialising in Pig Production

- Nine units from Group A comprising of the following:
 - four common compulsory units

- and five units from Group A: Pig Production
- and five units from the following groups
 - Group A: Pig Production
 - Group B: Pig Production
- and three units from the following groups
 - Group A: Pig Production
 - and/or Group B: Pig Production
 - and/or RTD02 Certificate I
 - and/or RTE03 Certificate I
 - and/or RTF03 Certificate I
 - and/or RTD02 Certificate II
 - and/or RTE03 Certificate II
 - and/or RTF03 Certificate II
 - and/or RTD02 Certificate III
 - and/or RTE03 Certificate III
 - and/or RTF03 Certificate III
 - and/or other endorsed Training Packages at Certificate I, Certificate II, and Certificate III

Note: These units must be relevant to work undertaken in the rural sector.

or

Specialising in Poultry Production

- Nine units from Group A comprising of the following:
 - four common compulsory units
 - and five units from Group A: Poultry Production
- and five units from the following groups
 - Group A: Poultry Production
 - Group B: Poultry Production
- and three units from the following groups
 - Group A: Poultry Production
 - and/or Group B: Poultry Production
 - and/or RTD02 Certificate I
 - and/or RTE03 Certificate I
 - and/or RTF03 Certificate I
 - and/or RTD02 Certificate II
 - and/or RTE03 Certificate II
 - and/or RTF03 Certificate II
 - and/or RTD02 Certificate III
 - and/or RTE03 Certificate III
 - and/or RTF03 Certificate III
 - and/or other endorsed Training Packages at Certificate I, Certificate II, and Certificate III

Note: These units must be relevant to work undertaken in the rural sector.

or

Specialising in Sheep and Wool Production

- Nine units from Group A comprising of the following:
 - four common compulsory units
 - and five units from Group A: Sheep and Wool Production
- and five units from the following groups
 - Group A: Sheep and Wool Production

- Group B: Sheep and Wool Production
 - and three units from the following groups
 - Group A: Sheep and Wool Production
 - and/or Group B: Sheep and Wool Production
 - and/or RTD02 Certificate I
 - and/or RTE03 Certificate I
 - and/or RTF03 Certificate I
 - and/or RTD02 Certificate II
 - and/or RTE03 Certificate II
 - and/or RTF03 Certificate II
 - and/or RTD02 Certificate III
 - and/or RTE03 Certificate III
 - and/or RTF03 Certificate III
 - and/or other endorsed Training Packages at Certificate I, Certificate II, and Certificate III
- Note:** These units must be relevant to work undertaken in the rural sector.

or

Specialising in Sugar Production

- Nine units from Group A comprising of the following:
 - four common compulsory units
 - and five units from Group A: Sugar Production
 - and five units from the following groups
 - Group A: Sugar Production
 - Group B: Sugar Production
 - and three units from the following groups
 - Group A: Sugar Production
 - and/or Group B: Sugar Production
 - and/or RTD02 Certificate I
 - and/or RTE03 Certificate I
 - and/or RTD02 Certificate II
 - and/or RTE03 Certificate II
 - and/or RTD02 Certificate III
 - and/or RTE03 Certificate III
 - and/or other endorsed Training Packages at Certificate I, Certificate II, and Certificate III
- Note:** These units must be relevant to work undertaken in the rural sector.

or

Specialising in Alpaca

- Between 9 and 11 units from Group A: Alpaca
 - Between 6 and 8 units from Group B: Alpaca
 - Maximum of 2 units from Group C - This group includes other units of competency from:
 - RTE03 Certificate I
 - and/or RTD02 Certificate II
 - and/or RTE03 Certificate II
 - and/or RTD02 Certificate III
 - and/or RTE03 Certificate III
 - and/or other endorsed Training Packages at Certificate I, Certificate II, and Certificate III
- Note:** For a Certificate II in Agriculture specialising in Alpaca at least thirteen of the units of competency presented for this qualification must relate to alpaca work procedures, activities

or contexts. In addition, at least thirteen of the units selected to make up this qualification must be aligned clearly to Certificate II outcomes.

or

Specialising in Beekeeping

- Eight units from Group A: Beekeeping
 - Between 6 and 9 units from Group B: Beekeeping
 - Maximum of 3 units from Group C - This group includes other units of competency from:
 - and/or RTD02 Certificate I
 - and/or RTE03 Certificate I
 - and/or RTF03 Certificate I
 - and/or RTD02 Certificate II
 - and/or RTE03 Certificate II
 - and/or RTF03 Certificate II
 - and/or RTD02 Certificate III
 - and/or RTE03 Certificate III
 - and/or RTF03 Certificate III
 - and/or other endorsed Training Packages at Certificate I, Certificate II, and Certificate III
- Note:** For a Certificate II in Agriculture specialising in Beekeeping at least thirteen of the units of competency presented for this qualification must relate to beekeeping work procedures, activities or contexts. In addition, at least thirteen of the units selected to make up this qualification must be aligned clearly to Certificate II outcomes.

These units must be relevant to work undertaken in the rural sector.

For a Certificate II in Agriculture specialising in sheep and wool production at least thirteen of the units of competency presented for this qualification must relate to sheep and wool production work procedures, activities or contexts. In addition, at least thirteen of the units selected to make up this qualification must be aligned clearly to Certificate II outcomes.

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

The units contained in our courses will vary depending on the needs of the class as a whole.

The nominal hours for this course are between 286 and 1190 hours depending on the units taken to complete this qualification.

This course carries with it a Nationally Recognised Certificate.

Course content

Group A units:

- **RTC2701A - Follow OHS procedures (20 nominal hours)**
(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 hazards 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 OHS Act, enterprise procedures relating to hazards, fires, emergencies, accidents and risk control, and OHS signs and symbols relevant to area of work. Note: This unit is based on the national guidelines for integrating OHS competencies into national industry Competency Standards.)

 1. Follow workplace procedures for hazard identification and risk control
 2. Observe safe practices during work operations
 3. Participate in arrangements for maintaining health and safety of all people in the workplace

- **RTC2702A - Observe environmental work practices (20 nominal hours)**
(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 [specially in regard to water catchments, air, noise, ecosystems, habitat, efficient use of resources, sustainability and water minimisation]).

 1. Follow environmental workplace practices
 2. Contribute to improved environmental work practices
 3. Recognise and report on a potential environmental threat
 4. Maintain environmental records

- **RTC2705A - Work effectively in the industry (20 nominal hours)**
(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, employers 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.)

 1. Obtain information about the industry
 2. Observe employment requirements
 3. Accept responsibility for quality of own work
 4. Plan own work.
 5. Promote workplace co-operation
 6. Contribute to a productive work environment
 7. Undertake an activity to workplace requirements

- **RTC2801A - Participate in workplace communications (30 nominal hours)**

(This competency standard covers the process of effectively participating in workplace communication. 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 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.)

1. Follow routine spoken messages
2. Perform workplace duties following routine written notices
3. Obtain and provide information in response to workplace requirements
4. Complete relevant work related documents
5. Participate in workplace meetings and discussions

Group B units:

- **RTE2002A - Assist with prescribed burning (50 nominal hours)**

(This competency standard covers the process of assisting with prescribed burning for agricultural or natural resource purposes. It requires the ability to assist with preparations for the burn, support the conduct of the burn and participate in clean up activities. Assisting with prescribed burning requires knowledge of fire behaviour, extinguishing media and equipment, burning tactics and techniques, fire hazards, safety techniques, and organisations operating procedures.)

1. Assist with preparations for the burn
2. Support conduct of burn
3. Participate in clean up activities

- **RTE2006A - Carry out basic canopy maintenance (25 nominal hours)**

(This competency standard covers the process of manual or mechanised canopy maintenance, and includes the removal of unwanted vegetative growth and the erection and removal of protective covers during the growing period of crops. Canopy maintenance is likely to be under direct supervision with regular checking. Reporting and recording is undertaken using established enterprise procedures.)

1. Prepare for canopy maintenance activities
2. Carry out basic canopy maintenance
3. Complete canopy maintenance activities

- **RTE2010A - Establish horticultural Crops (25 nominal hours)**

(This competency standard covers the process of planting and establishing crops such as fruit, vegetables, flowers, foliage, plants and herbs. Crop planting and establishment is likely to be under routine supervision with intermittent checking. Responsibility for some roles and co-ordination within a team may be required. Competency at this level requires the application of knowledge and skills to a range of planting tasks, including site clearance and preparation, the handling and planting of a range of planting materials, and the care of young plants. Crop establishment activities are usually undertaken within established routines, methods and procedures.)

1. Prepare for crop establishment operations
2. Prepare the site for planting
3. Carry out planting operations
4. Care for young plants

- **RTE2011A - Assist agricultural crop establishment (60 nominal hours)**
(This competency standard covers the assistance provided to others in preparing for agricultural crop establishment. This assistance is likely to be under routine supervision with intermittent checking. Competency at this level requires the application of limited knowledge and skills to a range of agricultural crop establishment tasks, including assistance with vehicle and machinery preparation and in some cases, i.e. sugar, the handling and planting of a range of planting materials (billets). The work undertaken is usually within established routines, methods and procedures.)

 1. Prepare for agricultural crop establishment operations
 2. Prepare the site for crop establishment
 3. Carry out establishment operations
 4. Complete establishment operations

- **RTE2018A - Regulate crops (30 nominal hours)**
(This competency standard covers the process of regulating crops by thinning and pruning flower, fruit or vegetable crops to control yield and quality. Regulating crops work is likely to be under routine supervision with intermittent checking. Responsibility for some roles and co-ordination within a team may be required. Competency requires the application of knowledge and skills to a range of crop regulation tasks. Regulating crops is usually undertaken within established routines, methods and procedures.)

 1. Identify crop regulation requirements
 2. Prepare for crop regulation
 3. Undertake crop regulation
 4. Complete crop regulation

- **RTE2021A - Support horticultural crop harvesting (25 nominal hours)**
(This competency standard covers the process of crop picking and related tasks such as routine assessment of crop readiness for harvest, basic sorting, bunching and grading, and transportation of the crop from the field. Work is likely to be under routine supervision with intermittent checking. Responsibility for some roles and co-ordination within a team may be required. Crop harvesting is usually carried out within established company procedures. Competency at this level is demonstrated by the application of knowledge and skills to a range of crop harvesting tasks and roles.)

 1. Perform routine assessment of plant products for harvest
 2. Prepare equipment for harvesting
 3. Harvest the crop
 4. Transport the crop

- **RTE2028A - Undertake field budding and grafting (30 nominal hours)**
(This competency standard covers the process of undertaking budding and grafting of trees, shrubs, vines and other plant types in nurseries or in field situations. It requires the ability to access workplace information to identify grafting requirements, select appropriate material for budding/grafting and prepare materials for budding/grafting plants according to instructions. Budding and grafting requires knowledge of basic plant physiology, parts of the plant, rootstocks and scion stock, stages of the budding/grafting procedure and their purpose.)

 1. Prepare parent material for budding or grafting
 2. Prepare budding or grafting materials
 3. Bud/graft scion
 4. Complete budding/grafting activities

- **RTE2029A - Assist agricultural crop maintenance (40 nominal hours)**
(This competency standard covers the assistance provided to others in agricultural crops. This assistance is likely to be under routine supervision with intermittent checking. Competency at this level requires the application of limited knowledge and skills to a range of agricultural crop maintenance tasks including assistance with vehicle and machinery preparation. The work undertaken is usually within established routines, methods and procedures.)

 1. Prepare for agricultural crop maintenance operations
 2. Prepare for crop maintenance operations
 3. Carry out maintenance operations
 4. Complete maintenance operations

- **RTE2030A - Assist agricultural crop harvesting (60 nominal hours)**
(This competency standard covers the assistance provided to others in harvesting agricultural crops. This assistance is likely to be under routine supervision with intermittent checking. Competency at this level requires the application of limited knowledge and skills to a range of agricultural crop harvesting tasks including assistance with vehicle and machinery preparation. The work undertaken is usually within established routines, methods and procedures.)

 1. Prepare for agricultural crop harvesting operations
 2. Prepare harvesting machinery and vehicles for crop harvesting operations
 3. Complete harvesting operations

- **RTE2031A - Handle and move mushroom boxes (10 nominal hours)**
(This unit of competency applies to work in the mushroom industry and specifies the outcomes required to handle and move mushroom boxes as part of the post-harvest process on a mushroom farm. The purpose of the unit is to ensure that picking and packing work proceeds smoothly and efficiently and that mushrooms are handled carefully to maximise quality. This function is likely to be carried out under routine supervision with some intermittent checking. There will be some responsibility for coordinating own activities with those of others, both in the same team or in another team or work group. The activities covered in this unit of competency are usually carried out within established routines, methods and farm procedures. This unit of competency supports the role of a general assistant or farmhand in a mushroom farming enterprise. Where work requires the use of load-shifting equipment, appropriate training/certification must be provided according to state and territory safety and licensing requirements. This unit contains employability skills.)

 1. Distribute boxes for filling to picking rooms
 2. Collect and move filled boxes
 3. Finalise tasks

- **RTE2032A - Water mushroom crops (30 nominal hours)**
(This unit of competency applies to work in the mushroom industry and specifies the outcomes required to water mushroom crops using a watering tree or a hand-held hose with attachments. This function is likely to be carried out under routine supervision with some intermittent checking. There will be some responsibility for coordinating own activities with those of others, both in the same team or in another team or work group. The activities covered by this unit of competency are usually carried out within established routines, methods and farm procedures. This unit of competency supports the role of a general assistant or farmhand who has responsibility for watering mushroom crops in a mushroom farming enterprise. This unit contains employability skills.)

 1. Prepare to use watering equipment
 2. Operate watering equipment
 3. Finalise watering operations

- **RTE2033A - Carry out post-harvest operations (25 nominal hours)**
(This unit of competency specifies the outcomes required to carry out routine postharvest operations in a horticultural enterprise. It covers the grading, labelling, treatment and weighing of harvested produce, packing procedures and correct delivery and storage of harvested produce. Post-harvest operations are likely to be carried out under routine supervision with intermittent checking. Responsibility for some roles and coordination within a team may be required. Post-harvest operations are usually carried out within established routines, methods and procedures. Competency at this level requires the application of knowledge and skills to a range of post-harvest tasks and roles. This unit applies to post-harvest operations in large or small enterprises which may produce any of a wide variety of crops, including those intended for human consumption. Where work requires the use of load-shifting equipment, appropriate training/certification. This unit contains employability skills.)

 1. Prepare for post-harvest operations
 2. Transport harvested produce
 3. Grade, label, treat, weigh and pack produce
 4. Store produce in a facility

- **RTE2102A - Brood poultry (40 nominal hours)**
(This competency standard covers brooding all poultry species and breeds produced in an intensive environment. Competency in this standard includes monitoring ventilation and drafts to ensure brooders fully expand, minimizing mortality. At the completion of the work described in this standard, young birds should have started their life well, ensuring good health, optimum immune system function and future performance. Work is likely to be under routine supervision with intermittent checking. Responsibility for some roles and coordination within a team may be required. Monitoring of brooding conditions of poultry is performed within established routines, methods and procedures.)

 1. Prepare for brooding
 2. Carry out brooding operations
 3. Shed operations

- **RTE2103A - Carry out milking shed routines (100 nominal hours)**
(This competency standard covers the processes of milking on site. Milking shed routines include milking machine assessment during milking, in order to accurately establish operational efficiency. Appropriate partnerships need to be established as a part of the performance of this unit. Communication and co-operation with other milking equipment personnel and dairy industry professionals should be established to identify, diagnose and remedy milk-harvesting problems.)

 1. Operate a farm dairy and milking plant
 2. Milk a dairy herd
 3. Carry out routine maintenance of farm dairy equipment
 4. Clean and maintain farm dairy equipment

- **RTE2104A - Carry out regular horse observation (40 nominal hours)**
(This competency standard covers the processes of dealing with horse injuries and emergencies when they occur. It includes providing support to professional health practitioners. When the requirements of this standard are achieved, horses are regularly checked in the paddock or stable, emergencies and procedures are efficiently and calmly completed, and symptoms of ill health or injury are identified, reported and actioned promptly. 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 enterprise workplace safe practices. The work in this standard is likely to be carried out under routine supervision within organisation guidelines.)

 1. Prepare to work with horses
 2. Carry out horse checks
 3. Deal with horse emergencies
 4. Provide veterinary procedure support

- **RTE2105A - Collect, store and handle eggs from breeder flocks (20 nominal hours)**
(This competency standard covers the process of assessing, grading, cleaning, storing and fumigating fertile eggs. This standard applies to all poultry species and breeds produced in all breeder systems. Work is likely to be under routine supervision with intermittent checking. Responsibility for some roles and co-ordination within a team may be required. The work undertaken is usually within established routines, methods and procedures. Competency at this level involves the application of knowledge and skills in bird handling, maintenance of facilities, tools, and equipment.)

 1. Prepare to handle eggs
 2. Prepare eggs
 3. Assess and grade eggs
 4. Pack and store eggs
 5. Clean and disinfect equipment

- **RTE2106A - Care for and train working dogs (25 nominal hours)**
(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.)

 1. Identify role and select working dog
 2. Develop and implement training program
 3. Maintain welfare of working dog

- **RTE2107A - Crutch sheep (40 nominal hours)**
(This competency standard is concerned with the functions involved in crutching sheep in an agricultural environment. It requires the application of skills and knowledge to select, catch, control and crutch sheep. It also requires skills and knowledge to identify problem sheep and to deal with crutching complications. Competency requires an awareness of enterprise and legislative requirements with regard to crutching practices and shearing shed procedures, workplace safety and positive environmental practices. The work functions in this standard involve the application of some judgement and discretion, and would be carried out with minimal supervision within enterprise guidelines and within specified timeframes. Safe and efficient crutching of sheep is essential in providing for the health of the sheep and the quality of the clip. Note: Chemicals must only be applied by qualified persons outside the workplace.)

 1. Prepare for crutching operations
 2. Perform crutching operations
 3. Respond to complications
 4. Complete crutching operation

- **RTE2108A - Identify and sex birds (20 nominal hours)**
(This competency standard covers the functions involved in identifying and sexing all poultry species and breeds produced in an intensive environment. Competency in this standard includes the clear identification of birds and treating them with minimal stress and under hygienic conditions. It also includes the identification of male and female numbers in a flock. Work is likely to be under routine supervision with intermittent checking. Responsibility for some roles and co-ordination within a team may be required. Identification and sexing of chickens is usually performed within established routines, methods and procedures.)

 1. Prepare to sex birds
 2. Identify and sex chickens birds
 3. Complete hygiene and administration activities

- **RTE2109A - Incubate eggs (20 nominal hours)**

(This competency standard covers the process of receiving and storing eggs, preparing eggs for hatching and monitoring the incubation of eggs. It ensures that the incubation cycle occurs in a standardised repeatable environment and that a high hatch percentage is consistently obtained to ensure lowest cost per egg hatching cost. This standard applies to all poultry species and breeds produced in an intensive environment. Work is likely to be under routine supervision with intermittent checking. Responsibility for some roles and co-ordination within a team may be required. Preparing and monitoring incubation is usually within established routines, methods and procedures.)

1. Receive eggs into hatchery
2. Store eggs
3. Prepare to incubate eggs
4. Monitor and operate setter
5. Transfer eggs to hatcher
6. Fumigate setter or hatcher
7. Monitor and operate hatcher
8. Complete hygiene and administration activities

- **RTE2110A - Maintain livestock water supplies (30 nominal hours)**

(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.)

1. Identify maintenance requirements
2. Prepare for maintenance
3. Carry out maintenance procedures
4. Complete maintenance activities

- **RTE2111A - Identify and mark livestock (20 nominal hours)**

(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.)

1. Prepare to identify and mark animals
2. Identify and mark animals
3. Complete identifying and marking operations

- **RTE2112A - Milk livestock (30 nominal hours)**

(This competency standard covers the process of milking livestock. It requires the application of skills and knowledge to prepare dairy facilities and equipment to safe and hygienic standards, according to enterprise quality assurance standards, and to operate milking equipment in an effective and efficient manner. Also required is an awareness of legislative requirements with regard to milk quality standards and animal health and welfare. This work is likely to be carried out under routine supervision within enterprise guidelines.)

1. Prepare for milking
2. Carry out milking
3. Complete milking operations

- **RTE2113B - Monitor livestock to parturition (30 nominal hours)**
(This unit of competency specifies the outcomes 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 units of competency. This unit contains employability skills.)

 1. Check health status of animals
 2. Identify pregnant animals
 3. Feed pregnant animals

- **RTE2114A - Monitor water supplies (20 nominal hours)**
(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.)

 1. Monitor water supplies
 2. Inspect and clear intake and outlet points
 3. Operate water delivery equipment

- **RTE2115A - Muster and move livestock (25 nominal hours)**
(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.)

 1. Prepare for muster
 2. Carry out muster
 3. Move livestock

- **RTE2117A - Pen up sheep (10 nominal hours)**
(This competency standard covers the process of penning up sheep and keeping the fleeces as uncontaminated as possible while ensuring a continuous and timely supply of sheep to the shearers. It requires the application of skills and knowledge to move, handle and pen up sheep, and requires skills and knowledge to identify differences between different mobs, and to recognise their different behaviours. Competency requires an awareness of enterprise and legislative requirements with regard to animal handling methods, shearing shed procedures and workplace safety. The work functions in this standard involve the application of some judgement and discretion, and would be carried out within enterprise guidelines and within specified timeframes. The continuous supply of sheep with uncontaminated wool to shearers is an essential factor towards the efficiency of a wool harvesting operation.)

 1. Provide continuous supply of sheep to shearers
 2. Keep mobs separate
 3. Prevent contamination of wool

- **RTE2118A - Handle livestock using basic techniques (30 nominal hours)**
(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.)
 1. Prepare for handling livestock
 2. Handle livestock
 3. Complete handling procedures

- **RTE2119A - Perform board duties (80 nominal hours)**
(This competency standard covers the skills necessary to handle wool from the board, throw fleeces and place wool into bins or press as directed. It includes the requirement for the shedhand to work as a team member with shearers and other wool handlers under the direction of a wool classer and to do so with the appropriate speed. Board duties are performed within a clearly defined range of contexts in which the choice of actions required is usually clear and there is limited complexity in the range of options to be applied.)
 1. Remove contamination from the fleece
 2. Remove fleeces and component parts from the shearing board
 3. Handle non fleece wool
 4. Skirt fleeces under supervision
 5. Sweep the board and wool room
 6. Empty bins and other wool containers
 7. Perform cutout duties

- **RTE2120A - Assist with pressing wool (10 nominal hours)**
(This competency standard covers the process of assisting with pressing wool into bales and related tasks such as branding the bales, recording bale weights and numbers, and subsequently storing the wool bales. Work is likely to be performed under routine supervision with intermittent checking. Responsibility for some roles and co-ordination within a team may be required. Assisting with wool pressing is usually within established routines, methods and procedures. Competency at this level requires the application of knowledge and skills to a range of wool handling and pressing duties.)
 1. Prepare for wool pressing
 2. Press wool
 3. Close and stack bales
 4. Complete recording requirements

- **RTE2121A - Provide daily care for horses (40 nominal hours)**
(This competency standard covers the functions required to safely provide horses with comfortable and clean housing, preparing them for work, grooming horses and cleaning working gear when work is finished. When the requirements of this standard are achieved, stable routines will be completed efficiently, daily horse maintenance will be completed, horses will be correctly selected for a range of purposes, and horses will be groomed or rugged as required by the organisation. It requires the application of skills and knowledge to carry out horse handling operations safely and humanely using appropriate equipment and techniques. Competency requires an awareness of animal welfare legislative requirements and enterprise workplace safe practices. The work functions in this standard are likely to be carried out under routine supervision within organisation guidelines.)

 1. Prepare to work with horses
 2. Clean stables and surrounding areas
 3. Perform daily work program
 4. Select, catch and tie up horses
 5. Groom and rug horses
 6. Clean and maintain stable gear
 7. Monitor health and welfare of horses

- **RTE2123A - Collect semen (30 nominal hours)**
(This competency standard covers the routine process of collecting semen for artificial insemination of livestock. Competency requires the application of knowledge and skills to prepare animals and equipment for semen collection and the collection, recording and storing of data about the procedure. This work is likely to be carried out under supervision within enterprise guidelines.)

 1. Prepare animals for collecting semen
 2. Complete collection procedures
 3. Document and record data

- **RTE2124B - Carry out birthing duties (40 nominal hours)**
(This unit of competency specifies the outcomes required to care for and assist 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. This unit contains employability skills.)

 1. Prepare for birthing
 2. Assist with birthing process
 3. Provide post-birthing assistance

- **RTE2127A - Castrate livestock (20 nominal hours)**
(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.)

 1. Prepare for animal castration
 2. Castrate animals
 3. Complete hygiene and administration activities
 4. Monitor castrates

- **RTE2128A - Provide feed for livestock (40 nominal hours)**
(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.)

 1. Prepare for feeding
 2. Feed livestock
 3. Complete feeding process

- **RTE2129A - Move and handle pigs (40 nominal hours)**
(This competency standard covers the process of moving and handling pigs as part of an intensive production system. It requires the ability to control and direct pigs, restrain pigs and weigh and/or condition score pigs. Moving and handling pigs requires knowledge of pig behaviour, handling and restraining techniques, moving different classes of pig and OHS requirements. Moving and handling pigs is usually performed within set routines, methods and procedures, and under supervision.)

 1. Control and direct pigs
 2. Restrain pigs
 3. Weigh/condition score pigs

- **RTE2130A - Ride and care for horses and equipment (60 nominal hours)**
(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.)

 1. Prepare to work with horses
 2. Ride stock horses for the first time
 3. Prepare horses for work
 4. Care for saddlery and equipment

- **RTE2131B - Care for health and welfare of livestock (40 nominal hours)**
(This competency standard covers the process of monitoring the health and welfare of livestock, providing the optimal environment for them, administering medications as and when necessary, and maintaining clear and accurate records about the work undertaken.. The maintenance of the health and welfare of livestock is likely to be under limited supervision. Overall progress may be checked periodically. The maintenance of the health and welfare of livestock will usually follow set routines, methods and procedures. Some discretion and judgement is required in the selection of equipment and materials, organisation of work, and services.)

 1. Monitor and assess livestock health and welfare
 2. Provide an optimal environment for livestock
 3. Establish and maintain shed hygiene
 4. Administer medication to livestock
 5. Collect samples for analysis
 6. Keep and maintain records

- **RTE2132A - Assist with artificial insemination procedures (20 nominal hours)**
(This competency standard covers the process of assisting with artificial insemination procedures. Competency requires the application of knowledge and skills to move, handle and restrain animals, prepare relevant materials and equipment and clean up following insemination. This work is likely to be carried out under supervision within enterprise guidelines. The artificial insemination procedure will generally be carried out by a registered veterinarian or licensed inseminator, but high-level support needs to be provided.)

 1. Assist with preparation of animals for insemination
 2. Support insemination procedure
 3. Clean work area and equipment

- **RTE2133A - Artificially inseminate pigs (40 nominal hours)**
(This competency standard covers the process of artificially inseminating pigs. Competency requires the application of knowledge and skills to prepare for insemination, time insemination to coincide with oestrus cycles, prepare equipment and worksites, correctly select and thaw semen for insemination, inseminate pigs, and clean up and record data after insemination is complete. This work is likely to be carried out under routine supervision within enterprise guidelines.)

 1. Organise insemination process
 2. Inseminate pigs
 3. Clean work area and equipment
 4. Document and record data

- **RTE2134A - Assist with feeding in an intensive production system (40 nominal hours)**
(This competency standard covers the work involved in preparing and providing feed and water for livestock in an intensive production unit. It requires the application of limited knowledge and skills to get and distribute feed, check watering systems, report to supervisors, and keep basic feeding records. In addition, it requires an awareness of animal welfare and behaviour, 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. It requires an understanding of basic nutritional and animal requirements.)

 1. Get and distribute feed
 2. Check watering systems
 3. Keep workplace records

- **RTE2136A - Load and unload livestock (20 nominal hours)**
(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.)

 1. Check facilities and equipment for sound working conditions
 2. Load animals
 3. Unload animals
 4. Perform appropriate animal health procedures

- **RTE2137A - Assist with natural mating procedures and parturition of horses (40 nominal hours)**
(This competency standard covers the process of assisting with the natural mating of horses. Competency requires the ability to prepare mares for teasing, monitor mating and take remedial action where needed, to record data and monitor and report on the effectiveness of the mating program. The work is likely to be carried out with limited responsibility within enterprise guidelines.)

 1. Prepare mares for teasing and mating
 2. Handle mares for routine veterinary reproductive procedures
 3. Care for and handle in-foal wet and dry mares

- **RTE2138A - Shear goats (160 nominal hours)**

(This competency standard covers the selection, handling and shearing of goats. It requires the application of skills and knowledge to identify problem goats and rectify shearing complications. Competency requires an awareness of enterprise and legislative requirements with regard to shearing practices and shearing shed procedures. The work would be carried out under routine supervision within enterprise guidelines. NB: Chemicals must only be applied by qualified persons outside the workplace.)

1. Prepare for shearing
2. Perform shearing operations
3. Respond to complications
4. Complete shearing operations

- **RTE2140A - Maintain health and welfare of poultry (40 nominal hours)**

(This competency standard covers the process of monitoring poultry health and welfare, providing an optimal environment, administering medications as and when necessary, and maintaining clear and accurate records about the work undertaken. This standard is applicable to the production of poultry in a range of housing environments. The maintenance of the health of poultry will be under supervision and the observation of all stock by all involved with the birds is important. Overall progress may be checked periodically. The maintenance of the health and welfare of poultry will usually follow set routines, methods and procedures. Some discretion and judgement is required in the selection of equipment and materials and the organisation of work.)

1. Monitor and assess poultry health and welfare
2. Provide an optimal environment for poultry
3. Administer vaccines or alternative therapies
4. Collect samples for analysis
5. Remove non-viable poultry
6. Keep and maintain records

- **RTE2141A - Set up shed for day-old placement of chickens (10 nominal hours)**

(This competency standard covers the process of preparing the shed for day-old chickens and then placing them in the correct sheds, pens or cages. It includes attention to the lights, time switches and other equipment in the shed, as well as complying with quarantine procedures and requirements. When the requirements of this standard have been carried out effectively, the birds are placed evenly throughout shed, settle in quickly, and hygiene and quarantine are maintained. This standard applies to all poultry species and breeds produced in an intensive environment. Setting up the shed is likely to be under limited supervision from others with checking only related to overall progress. It is usually done within routines, methods and procedures where some discretion and judgement is required in the selection of equipment and materials, organisation of work, services and actions to achieve of outcomes within time constraints.)

1. Prepare to work in poultry shed
2. Check and maintain shed and equipment
3. Prepare shed
4. Place chickens and birds
5. Complete hygiene and activities

- **RTE2142A - Collect and pack eggs for human consumption (20 nominal hours)**
(This competency standard covers the process of assessing, grading and storing eggs. It includes the processes of cleaning and sanitising the equipment used for handling the eggs. When the requirements of this standard are fulfilled, eggs are handled in commercial quantities in a hygienic fashion, are fit for human consumption and meet shelf life requirements. This standard applies to all poultry species and breeds produced in an intensive environment. Work is likely to be under routine supervision with intermittent checking. Responsibility for some roles and coordination within a team may be required. Collecting and handling eggs for human consumption is usually within established routines, methods and procedures. Competency at this level requires knowledge and skills in the maintenance of facilities, tools, and equipment.)

 1. Collect eggs
 2. Assess and grade eggs
 3. Pack and store eggs
 4. Clean and disinfect equipment

- **RTE2143A - Mate pigs and monitor dry sow performance (40 nominal hours)**
(This competency standard covers the process of conducting the natural mating of pigs. Competency requires the application of knowledge and skills to identify appropriate mating plans and select appropriate dams and sires. Competency also requires the ability to monitor mating and take remedial action where needed, to record data and monitor and report on the effectiveness of the mating program. The work is likely to be carried out with limited or no supervision within enterprise guidelines.)

 1. Identify pig condition
 2. Facilitate mating
 3. Complete mating procedures

- **RTE2144A - Carry out regular livestock observation (40 nominal hours)**
(This competency standard covers the process of carrying out regular observation of livestock and dealing with sickness, injuries and emergencies when they occur. It includes providing support to professional health practitioners. When the requirements of this standard are achieved, livestock are regularly checked, procedures are efficiently completed, emergencies are dealt with calmly, and symptoms of ill health or injury are identified, reported and actioned promptly. 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 in this standard is likely to be carried out under routine supervision within organisation guidelines. This unit excludes horses, which are covered under an alternative unit of competency.)

 1. Prepare to work with livestock
 2. Carry out livestock checks
 3. Deal with livestock emergencies
 4. Provide veterinary procedure support

- **RTE2145A - Care for weaner and grower pigs (40 nominal hours)**
(This competency standard covers the process of caring for weaner and grower pigs under supervision. It requires the ability to prepare accommodation for groups of pigs, to wean a litter and to monitor growth and condition of weaner and grower pigs. Moving and handling pigs is covered by a separate unit of competency.)

 1. Prepare accommodation for weaners
 2. Wean litter and form viable group
 3. Prepare accommodation for growers
 4. Monitor growers and finishers

- **RTE2146A - Mix and mill standard stockfeed (30 nominal hours)**
(This competency standard covers the process of ordering, storing and mixing feed for livestock being produced intensively. Good feed mixing involves the skill of observation backed by analysis of performance and ration ingredients. When the requirements of this standard are met, feed is uniformly milled and mixed to achieve maximum performance and return. This standard is applicable to the production of both pigs and poultry in an intensive production system. Mixing and milling feed for an intensive production process is likely to be carried out under limited supervision from others with checking only related to overall progress. It is usually done within established routines, methods and procedures where some discretion and judgement is required in the selection of equipment and materials, organisation of work, services and actions to achieve outcomes within time and budgetary constraints. It requires an understanding of basic nutritional and animal requirements.)

 1. Prepare to work with livestock feed
 2. Order and store feed and ingredients
 3. Mix feed
 4. Conduct hygiene and administration activities

- **RTE2147A - Beak trim chickens (20 nominal hours)**
(This competency standard covers the functions involved in beak trimming chickens. Competency in this standard includes setting up equipment so that accurate trims are achieved and stress on the birds is minimised. This standard applies to all poultry species and breeds used for meat or egg production. Work is likely to be carried out under routine supervision with intermittent checking. Responsibility for some roles and co-ordination within a team may be required. Beak trimming of chickens is usually performed within established routines, methods and procedures.)

 1. Prepare to beak trim birds
 2. Carry out trimming of beaks
 3. Complete beak trimming procedures

- **RTE2148A - Handle young horses (40 nominal hours)**
(This competency standard covers the functions required to handle young horses. It requires the ability to safely catch, handle and restrain young foals, assist with weaning foals and to perform routine tasks in the preparation and presentation of yearlings for sale. This work is likely to be carried out with minimal supervision within enterprise guidelines.)

 1. Safely catch and handle foals
 2. Assist with weaning foals
 3. Safely and competently perform routine tasks in the preparation and presentation of yearlings for sale

- **RTE2149A - Shear sheep to improver level (160 nominal hours)**
(This competency standard covers the selection, handling and shearing of sheep to improver level of equivalent to the minimum rate of pay as set down by the industry award between 70 and 80 sheep per day. It requires the application of skills and knowledge to identify problem sheep and rectify shearing complications. Competency requires an awareness of enterprise and legislative requirements with regard to shearing practices and shearing shed procedures. The work requires the application of some judgement and discretion and would be carried out with minimal supervision within enterprise guidelines. Note: Chemicals must only be applied by qualified persons outside the workplace.)

 1. Prepare for shearing
 2. Perform shearing operations
 3. Respond to complications
 4. Complete shearing operations

- **RTE2150A - Maintain intensive production growing environments (30 nominal hours)**
(This competency standard covers the process of routine maintenance of growing environments for livestock under intensive production. It may require the ability to administer vaccines, calculate and administer feeds of varying rates, record mortality/culls, recognise variations from normal in mortality, behaviour, and perform routine hygiene maintenance activities as required by the unit manager. Maintaining intensive production growing environments may require knowledge of feed programs for different classes and types of livestock, hygiene practices, stocking rates, temperature and ventilation control, air quality, and an awareness of enterprise and industry codes of practice.)

 1. Maintain environment systems
 2. Observe and assess livestock health
 3. Handle livestock

- **RTE2151A - Care for health and welfare of pigs (40 nominal hours)**
(This competency standard covers the process of monitoring the health and welfare of pigs, providing the optimal environment for them, administering medications as and when necessary, and maintaining clear and accurate records about the work undertaken. The maintenance of the health and welfare of livestock is likely to be under limited supervision. Overall progress may be checked periodically. The maintenance of the health and welfare of pigs in an intensive production environment will usually follow set routines, methods and procedures. Some discretion and judgement is required in the selection of equipment and materials, organisation of work, and services.)

 1. Monitor and assess livestock health and welfare
 2. Provide an optimal environment for livestock
 3. Establish and maintain shed hygiene
 4. Administer medication to livestock
 5. Remove non-viable livestock
 6. Keep and maintain records

- **RTE2152A - Shear alpacas (100 nominal hours)**
(This unit of competency specifies the outcomes required to select, handle and shear alpacas. It requires the application of skills and knowledge to rectify shearing complications. Competency requires an awareness of enterprise and legislative requirements with regard to shearing practices and shearing shed procedures. The work would be carried out under routine supervision within enterprise guidelines. This unit applies to a shearing specialist or an alpaca stud farm owner or employee who will be shearing the stud's animals. This unit contains employability skills.)

 1. Prepare for shearing
 2. Perform shearing operations
 3. Respond to complications
 4. Complete shearing operations

- **RTE2153A - Carry out alpaca handling and husbandry operations (30 nominal hours)**
(This unit of competency specifies the outcomes required to move and control alpacas using basic handling methods and procedures. It also covers observing and reporting on herd health and carrying out basic husbandry tasks. It requires the application of skills and knowledge so that alpaca handling and husbandry operations are carried out safely and humanely in prepared handling areas using appropriate equipment and techniques. Competency requires an awareness of animal welfare legislative requirements and workplace safety practices. The work is likely to be carried out under routine supervision within enterprise guidelines. This unit applies to a general farm worker on an alpaca stud farm. This unit contains employability skills.)

 1. Prepare for handling alpacas
 2. Handle alpacas
 3. Carry out basic alpaca husbandry tasks
 4. Complete alpaca handling activities

- **RTE2154A - Support alpaca shearing operations (20 nominal hours)**
(This unit of competency specifies the outcomes required to support alpaca shearing operations under supervision. It requires the ability to work in a safe manner, including with and around animals, undertake tasks as directed, handle materials and equipment, and clean up on completion of alpaca shearing. Supporting alpaca shearing requires knowledge of safe work practices, alpaca fleece types, shearing tools and equipment, and basic fleece handling practices. The work will be performed under routine supervision and according to established enterprise procedures. This unit may apply to owners or employees who are assisting with alpaca shearing. Individuals may be working under the supervision of or providing support to a specialist contract shearer or to an enterprise supervisor or manager. This unit contains employability skills.)

 1. Prepare materials, tools and equipment for alpaca shearing support activities
 2. Carry out alpaca shearing support duties
 3. Clean up on completion of alpaca shearing

- **RTE2155A - Undertake basic skirting of alpaca fleece (20 nominal hours)**
(This unit of competency specifies the outcomes required to undertake basic skirting of alpaca fleece during and after shearing. The unit also covers the sorting of fleece in preparation for sale to a processor. Fleece may also be sent to a classer after basic skirting and sorting are completed. Basic skirting will be carried out under supervision and according to enterprise procedures and industry guidelines for harvesting alpaca fleece. This unit of competency applies to an alpaca stud farm owner or employee who may also be providing assistance during shearing. This unit contains employability skills.)

 1. Prepare for skirting
 2. Collect fleece during shearing
 3. Skirt saddles under supervision and according to industry guidelines
 4. Process neck pieces and finalise operations

- **RTE2156A - Support beekeeping work (20 nominal hours)**
(This unit of competency specifies the outcomes required to support beekeeping work under supervision. The unit requires the ability to prepare materials, tools and equipment for work, assist with routine beekeeping activities, handle materials and equipment, and clean up on completion of work. Supporting beekeeping work requires knowledge of safe work practices relating to working with bees and bee husbandry tasks. This unit of competency applies to beekeeping assistants who may be working by themselves or as part of a small team. Work may be performed in a workshop or similar facility or in the field. Where work requires the use of load-shifting equipment, appropriate training/certification must be provided according to state and territory safety and licensing requirements. This unit contains employability skills.)

 1. Prepare materials, tools and equipment for beekeeping work
 2. Undertake beekeeping work as directed
 3. Handle materials and equipment
 4. Clean up on completion of work

- **RTE2157A - Open and reassemble a beehive (20 nominal hours)**
(This unit of competency specifies the outcomes required to open and reassemble a beehive in order to carry out routine bee husbandry and related tasks. Work is likely to be performed under supervision and/or following standard operating procedures (SOPs). This unit of competency applies to beekeeping assistants who may be working by themselves or as part of a small team. Work may be performed in a workshop or similar facility or in the field. Where work requires the use of load-shifting equipment, appropriate training/certification must be provided according to state and territory safety and licensing requirements. This unit contains employability skills.)

 1. Prepare to open a beehive
 2. Open the beehive
 3. Reassemble the beehive

- **RTE2201A - Carry out basic electric fencing operations (40 nominal hours)**
(This competency standard covers the functions required to install and maintain electric fences in a rural enterprise. It requires knowledge of the structure and components of a range of electric fences, and the types of fencing materials, equipment and tools required for the job. 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.)

 1. Prepare for fencing operations
 2. Carry out fencing operations
 3. Complete fencing operations

- **RTE2205A - Fabricate or repair metal or plastic structures (60 nominal hours)**
(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.)

 1. Prepare for fabrication and/or repair
 2. Assist with maintaining structures and facilities
 3. Complete fabrication and repair

- **RTE2212A - Prepare grain storages (40 nominal hours)**
(This competency standard covers the process of safely maintaining the site, the storage and equipment for handling, and storage of bulk materials. At the completion of the work described in this standard, storages, surrounding areas and equipment are prepared in readiness for receipt at an acceptable level of hygiene. Work is likely to be under routine supervision with intermittent checking. Responsibility for some roles and co-ordination within a team may be required. Preparing bulk material storages is usually within established routines, methods and procedures. Competency at this level involves the application of knowledge and skills in the maintenance of facilities, tools and equipment.)

 1. Prepare to work in bulk material storage area
 2. Prepare storage area
 3. Prepare storages
 4. Prepare bulk material handling machinery
 5. Complete maintenance operations

- **RTE2213A - Weld and fabricate stainless steel (60 nominal hours)**
(This competency standard covers the process of the cut out, assembly and welding of a range of stainless steel tubing in fabricating the cans and pipe-work used in milking equipment installations. It includes the completion of purged welds and buff finishing to quality standards to meet the needs of the food industry.)

 1. Prepare for welding operations
 2. Cut and fit pipes and cans
 3. Assemble and weld stainless steel milking equipment
 4. Test and finish stainless steel fabrications

- **RTE2214A - Clean out intensive production sheds (20 nominal hours)**
(This competency standard covers the process of cleaning out sheds used for the intensive production of livestock. It is necessary to provide a hygienic and disease free environment for each new batch of livestock. The adherence to strict hygiene standards underpins the competency in many areas of the industry. The cleaning out of intensive production sheds is likely to be under limited supervision from others, with checking only related to overall progress. It is usually done within routines, methods and procedures where some discretion and judgement is required in the selection of equipment and materials, organisation of work, services and actions, and the achievement of outcomes within time constraints.)

 1. Prepare to clean shed
 2. Clean shed and surrounds
 3. Complete hygiene and administrative tasks

- **RTE2216A - Assist in preparing for shearing and crutching (20 nominal hours)**
(This competency standard covers the process of assisting the owner/classer in the preparation of sheds and facilities prior to shearing and crutching operations. It requires following directions, cleaning the shed, checking equipment for correct operation, and disposing of contaminants. Assisting in the preparation of sheds for shearing and crutching also involves positioning of equipment used in wool handling and ensuring it is ready for use.)

 1. Prepare equipment
 2. Arrange equipment and materials
 3. Identify hazards and dispose of contaminants
 4. Pen sheep

- **RTE2217A - Construct and repair beehives (25 nominal hours)**
(This unit of competency specifies the outcomes required to construct and repair beehives under supervision. It requires the ability to prepare materials, tools and equipment for work, handle materials and equipment, and clean up on completion of work. Constructing and repairing beehives require knowledge of safe work practices, including the use of related materials and equipment. This unit of competency applies to beekeeping assistants who may be working by themselves or as part of a small team. Work may be performed in a workshop or similar facility or in the field. This unit contains employability skills.)

 1. Prepare to construct or repair beehives
 2. Construct or repair beehives
 3. Clean up on completion of work

- **RTE2302A - Grind combs and cutters for machine shearing (20 nominal hours)**
(This competency standard covers the process of grinding combs and cutters for machine shearing to ensure they correctly cut the type and conditions of wool being removed from sheep. This work is undertaken under routine supervision and requires the ability to determine the need for sharpening combs and cutters, prepare grinder and pendulum for use, and carryout grinding. Grinding combs and cutters for machine shearing requires knowledge of types of combs and cutters, terminology, techniques and procedures for grinding combs and cutters, setting of, storage and caring for grinding papers, tools and equipment used in grinding combs and cutters, and OHS policies and practices related to grinding of combs and cutters.)

 1. Determine need for sharpening combs and cutters
 2. Prepare grinder and pendulum for use
 3. Carryout grinding

- **RTE2305A - Use a bee smoker (10 nominal hours)**
(This unit of competency specifies the outcomes required to use a bee smoker when undertaking bee husbandry tasks. Work is performed under supervision, following established routines and according to standard operating procedures (SOPs). This unit of competency applies to beekeepers who may be working by themselves or as part of a small team. Work is most likely to be performed in the field. It is an important competency for almost all beekeeping job roles. Specific requirements for tools, equipment and processes may be included in relevant legislation and regulations. This unit contains employability skills.)

 1. Prepare bee smoker for use
 2. Use bee smoker to manage bees

- **RTE2308A - Operate ride-on vehicles (30 nominal hours)**
(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 another unit 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 the 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.)

 1. Prepare ride-on vehicle for operation
 2. Operate ride-on vehicle
 3. Complete and check ride-on vehicle operation

- **RTE2310A - Prepare handpiece and downtube for machine shearing (20 nominal hours)**
(This competency standard covers the process of preparing handpieces for machine shearing. Work is likely to be under routine supervision and requires the ability to prepare combs, cutters and handpieces for shearing, lubricate and maintain handpiece and downtube, recognise and remedy health and safety hazards, carry out minor maintenance, and report any OHS hazards to the appropriate person. Preparing handpieces and downtubes for machine shearing requires knowledge of components of a shearing handpiece and downtube terminology and assembly procedures for handpieces, maintenance and lubrication procedures for shearing equipment and handpieces, types of combs and cutters to use under different conditions, and OHS policies and practices in the shearing shed.)

 1. Prepare combs and cutters for shearing
 2. Prepare handpiece for shearing
 3. Prepare downtube for shearing

- **RTE2314A - Mechanically test milking machines (150 nominal hours)**
(This competency standard covers the process of the static testing of milking equipment and the compilation of results according to industry standard reporting procedures. Integral to this process is the accurate recording of vacuum and airflow equipment readings, and the provision of an interpretation of the results to the farmer or shed manager.)

 1. Record milking machine specifications
 2. Calculate required milking machine performance
 3. Measure milking machine performance
 4. Make recommendations to optimise machine performance

- **RTE2503B - Observe and report on weather (25 nominal hours)**
(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. This unit contains employability skills.)

 1. Check weather and climate information
 2. Carry out preventative action
 3. Monitor weather and climate

- **RTE2505A - Perform mushroom substrate process tasks (40 nominal hours)**

(This unit of competency applies to work in the mushroom industry and specifies the outcomes required to perform tasks associated with filling, spawning and casing as part of mushroom substrate preparation (Phase II). Depending on the growing system used on the farm, either trays, shelves or tunnels may be used in the earlier stages of this process. Later stages may involve the use of trays, shelves or bags. All work must be performed in accordance with farm procedures, including those addressing food safety, hazard analysis critical control point (HACCP), quality assurance, environmental sustainability and occupational health and safety (OHS). Work is likely to be performed as a member of a team and under supervision with some checking. Work will follow established routines. This unit of competency supports the role of a general assistant or farmhand who is involved in the preparation of mushroom substrate either in a general mushroom farming enterprise or in a specialist substrate preparation enterprise. Where work requires the use of load-shifting equipment, appropriate training/certification must be provided according to state and territory safety and licensing requirements. This unit contains employability skills.)

1. Prepare for each process stage
2. Fill units with mushroom substrate
3. Assist with spawning processes
4. Prepare and apply casing mixture
5. Finalise mushroom substrate processes

- **RTE2601A - Assist with the operation of gravity fed irrigation (20 nominal hours)**

(This competency standard covers the process of assisting with the operation of gravity fed irrigation systems under routine supervision. It requires the ability to handle and shift loads, follow enterprise policy and procedures relating to irrigation duties, identify adverse environmental impacts of gravity fed irrigation system and take appropriate remedial action, estimate water levels and volumes/flow, and follow OHS procedures. Assisting with the operation of gravity fed irrigation systems requires knowledge of basic operation of gravity fed irrigation system, irrigation times for enterprise fields to deliver sufficient volume without over watering, manual handling procedures, and OHS procedures relating to general activities involved in irrigating field crops using gravity fed irrigation.)

1. Set up field for gravity fed irrigation
2. Carry out irrigation operations
3. Clean and store irrigation equipment as required

- **RTE2602A - Assist with the operations of pressurised irrigation systems (40 nominal hours)**

(This competency standard covers the process of assisting with the operation of pressurised irrigation systems under routine supervision. It requires the ability to handle and shift loads, follow enterprise policy and procedures relating to irrigation duties, identify adverse environmental impacts of gravity fed irrigation system and take appropriate remedial action, estimate water levels and volumes/flow, and follow OHS procedures. Assisting with the operation of pressurised irrigation systems requires knowledge of basic operation of pressurised irrigation system, irrigation times to deliver sufficient volume without over watering, manual handling procedures, and OHS procedures relating to pressurised irrigation systems.)

1. Assist with setting up of movable irrigation components
2. Carry out irrigation operations
3. Clean and store irrigation equipment as required

- **RTE2603A - Lay irrigation and/or drainage pipes (25 nominal hours)**

(This competency standard covers the process of setting out and excavating trenches using manual equipment and a machine operator, laying bedding materials, and positioning irrigation and/or drainage of varying types and sizes under routine supervision. Laying pipes requires the ability to read and interpret scale drawings, measure trench width, depth, grade and location, use power tools and hand tools, and work safely to instructions. This unit requires knowledge of irrigation and/or drainage pipes, types and sizes, hand and power tools and equipment, bedding and backfill materials and handling methods, hand signals for communication, and relevant OHS issues and procedures. Note: This unit does not include operating excavation machinery such as trench diggers or ditch witches, but does include the use of mechanical equipment for lowering irrigation and/or drainage pipes.)

1. Plan and prepare job
2. Set out and excavate trenches
3. Install bedding materials
4. Lower and position pipes
5. Clean up

- **RTE2604A - Maintain drainage systems (20 nominal hours)**

(This competency standard covers the process of carrying out routine maintenance activities for drainage systems, including the repair and replacement of components under routine supervision. It requires the ability to read and follow operational procedures for drainage system maintenance, record and report maintenance observations and activities, control weeds, safely use chemicals, and follow OHS procedures relating to drainage system maintenance. Maintaining drainage systems requires knowledge of drainage systems and cleaning procedures, OHS procedures, weeds encountered in drainage systems and their control, equipment used to clean and maintain drainage systems, legislation regarding the use of chemicals near waterways, environmentally safe disposal procedures for chemical containers and residues, oils/grease and used parts.)

1. Carry out pre- and post- season maintenance
2. Carry out routine maintenance activities on drainage systems
3. Maintain system components
4. Monitor and control weed growth
5. Record and report maintenance activities

- **RTE2605A - Maintain gravity fed irrigation systems (20 nominal hours)**

(This competency standard covers the process of maintaining gravity fed irrigation systems under routine supervision. It requires the ability to read and follow operational procedures for gravity fed irrigation system maintenance, remove and treat weeds, record and report maintenance observations and activities, and follow OHS procedures. Maintaining gravity fed irrigation systems requires knowledge of types of channels, furrows, borders, fittings and outlets, system cleaning procedures, damage and problems that can occur with gravity-fed irrigation systems, and weeds.)

1. Carry out pre- and post- season maintenance
2. Carry out routine maintenance activities on gravity fed irrigation delivery systems
3. Clear system of weeds using mechanical or chemical methods
4. Record and report maintenance activities

- **RTE2606A - Maintain pressurised irrigation systems (20 nominal hours)**
(This competency standard covers the process of maintaining pressurised irrigation systems, including the repair and replacement of basic, simple components under routine supervision. It requires the ability to read and follow an operators manual and manufacturers specifications for pressurised irrigation systems, maintain selected irrigation system components, and record and report maintenance observations and activities. Maintaining pressurised irrigation systems require knowledge of major components of a pressurised irrigation delivery system, maintenance requirements and procedures for system components, and environmentally safe disposal procedures for chemicals.)

 1. Carry out pre- and post- season maintenance
 2. Carry out routine maintenance activities on pressurised irrigation delivery systems
 3. Maintain system components
 4. Record and report maintenance activities

- **RTE2607A - Install micro-irrigation systems (30 nominal hours)**
(This competency standard covers the process of installing micro-irrigation systems under routine supervision. It requires the ability to organise equipment and materials for installation work, set out and prepare site, install irrigation components, complete installation work, and communicate with work team members, supervisors, contractors and consultants. Installing micro-irrigation systems requires knowledge of methods and techniques of micro-irrigation, components of an micro-irrigation system, characteristics and operation of joints, valves and sprinkler components, operation of pumps and water flow rates, behaviour of water on varying terrain and soil types, soil water retention testing techniques, and enterprise OHS procedures.)

 1. Prepare tools and materials for installation work
 2. Set out and prepare site
 3. Install irrigation components
 4. Complete installation work

- **RTE2707B - Follow site quarantine procedures (20 nominal hours)**
(This competency standard covers the process of installing micro-irrigation systems under routine supervision. It requires the ability to organise equipment and materials for installation work, set out and prepare site, install irrigation components, complete installation work, and communication with work team members, supervisors, contractors and consultants. Installing micro-irrigation systems requires knowledge of methods and techniques of micro-irrigation, components of a micro-irrigation system, characteristics and operation of joints, valves and sprinkler components, operations of pumps and water flow rates, behaviour of water on varying terrain and soil types, soil water retention testing techniques, and enterprise OHS procedures. This unit contains employability skills.)

 1. Prepare tools and materials for installation work
 2. Set out prepare site
 3. Install irrigation components
 4. Complete installation work

- **RTE2708A - Work effectively in the mushroom industry (20 nominal hours)**
(This unit of competency specifies the outcomes required to work effectively in the mushroom industry on an individual basis and with others. It requires the ability to satisfy employment requirements, accept responsibility for the quality of own work, maintain the safety of self and others, participate in workplace teams and follow work schedules. Working effectively in the mushroom industry requires industry knowledge and skills, including knowledge of food safety requirements, employer expectations, relevant legislation and codes of practice applying to the mushroom industry, occupational health and safety (OHS) policies and procedures, mushroom farm policies and procedures, emergency procedures, organisational structure and workplace communication channels. This unit of competency supports the role of a general assistant or farmhand who may perform any of a wide range of tasks in a mushroom farming enterprise. Where work requires the use of load-shifting equipment, appropriate training/certification must be provided according to state and territory safety and licensing requirements. This unit contains employability skills.)

 1. Apply information about the farm and mushroom industry to work
 2. Contribute to a productive work environment
 3. Accept responsibility for quality of own work
 4. Follow mushroom farm hygiene and site quarantine requirements
 5. Follow the mushroom farm food safety program

- **RTE2804A - Provide information on products and services (60 nominal hours)**
(This competency standard covers the process of providing information on products and services in a range of rural merchandising settings. Information may need to be provided on small machinery, parts and equipment, stockfeeds, animal restraint systems, horse and dairy industry products. It requires the application of knowledge and skills to interact with customers, understand customer requirements, and to represent the enterprise in a professional and courteous manner. Competency requires an awareness of products and services, how to handle basic customer enquiries, and knowing when to seek assistance from, or refer enquiries to supervisors or more experienced personnel. The work in this standard will be carried out under supervision, within enterprise guidelines.)

 1. Identify information requirements
 2. Provide information

- **RTE2901A - Observe enterprise quality assurance procedures (30 nominal hours)**
(This competency standard covers the process of observing enterprise quality assurance procedures in the production of food. It requires the ability to apply basic quality assurance practices, follow work instructions and check quality of own work. Observing enterprise quality assurance procedures requires knowledge of animal production processes, enterprise guidelines relating to food safety and quality, OHS, animal welfare and biosecurity.)

 1. Apply basic quality assurance practices
 2. Follow work instructions
 3. Check quality of product

- **RTE2902A - Collect and record production data (30 nominal hours)**
(This competency standard covers the process of collecting and recording agricultural or horticultural production data obtained from a variety of sources, such as stock counts, vaccination or medication records, germination rates, quantities harvested. Collecting and recording production data is likely to be carried out under routine supervision with intermittent checking. Responsibility for some roles and co-ordination within a team may be required. Data collection and recording activities are usually carried out within established routines, methods and procedures. Competency at this level requires the application of knowledge and skills to a range of data collection and recording tasks and roles.)

 1. Identify data to be collected
 2. Record production data
 3. Present and store production data

- **RTC2016A - Recognise plants (40 nominal hours)**
(This competency standard covers the process of recognising plants that are commonly encountered in horticulture or land management situations, Recognising plants is likely to under routine supervision with intermittent checking by supervisor, requires a knowledge of plant identification techniques, plant nomenclature, enterprise procedures for obtaining and supplying advice and information about plants and enterprise expectations about the range and number of plants to be recognised.)

 1. Prepare for plant recognition
 2. Recognise specified plants
 3. Complete recognition of plants

- **RTC2026A - Undertake propagation activities (30 nominal hours)**
(This competency standard covers the process of plant propagation undertaken in enterprises involved in plant propagation and production. Competency is demonstrated by the application of knowledge and skills to a range of propagation tasks, such as preparing parent plant stock, collecting propagation materials, pre-planting treatments and basic plant propagation techniques. This unit does not include budding and grafting. The work is carried out within routine methods and procedures under supervision with intermittent checking. Responsibility for some roles and coordination within a team may be required.)

 1. Prepare for plant propagation
 2. Propagate plants
 3. Complete propagation activities

- **RTC2209A - Install, maintain and repair fencing (30 nominal hours)**
(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.)

 1. Prepare for fencing work
 2. Carry out fence installation, repair and maintenance
 3. Complete fencing work

- **RTC2210A - Maintain properties and structures (30 nominal hours)**
(This competency standard covers the functions required to maintain and repair properties and structures in a situation that does not required 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.)

 1. Identify and confirm maintenance requirements
 2. Select and prepare tools, equipment and materials
 3. Carry out routine maintenance
 4. Complete maintenance activities

- **RTC2301A - Undertaken operational maintenance of machinery (30 nominal hours)**
(This competency standard covers the 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.)

 1. Prepare for maintenance
 2. Perform scheduled maintenance
 3. Complete maintenance activities

- **RTC2306A - Operate vehicles (20 nominal hours)**
(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 licencing, and 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.)

 1. Prepare vehicle for use
 2. Drive vehicle
 3. Complete and record vehicle operation

- **RTC2307A - Operate machinery and equipment (30 nominal hours)**
(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.)

 1. Prepare machinery and equipment for use
 2. Operate machinery and equipment
 3. Check and complete machinery and equipment operation

- **RTC2309A - Operate tractors (30 nominal hours)**
(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 licencing 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.)

 1. Prepare vehicle for operation
 2. Operate tractor
 3. Complete and check tractor operation

- **RTC2401A - Treat weeds (40 nominal hours)**
(This competency standard covers the process of treating weeds using cultural, biological and chemical methods. Treatment follows strict work instructions and will be under supervision. Competency involves the application of knowledge and skills in recognising common weeds, monitoring and recording the severity of the weed problem, applying a range of treatments, and recording relevant information.)

 1. Prepare to treat weeds
 2. Treat weeds
 3. Carry out post treatment operations

- **RTC2404A - Treat plant pests, diseases and disorders (30 nominal hours)**
(This competency standard covers the process of treating plants pests, diseases and disorders using cultural, biological and chemical methods. Treatment follows strict work instructions and will be under supervision. Competency involves the application of knowledge and skills in recognising common plant pests, diseases and disorders, monitoring and recording the severity of the plant pest or disease problem, applying a range of treatments, and recording relevant information.)

 1. Prepare to treat plant pests, diseases and disorders
 2. Apply treatments to plant pests, diseases and disorders
 3. Carry out post treatment operations

- **RTC2704A - Provide basic first aid (10 nominal hours)**
(This competency standard covers the process of providing first aid in recognising and responding to an emergency using basic life support measures. The first aiders is not expected to deal with complex casualties or incidents, but to provide an initial response where the ability to respond positively to emergencies in line with practices 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. Note: This competency standards can be acquired through completion of St John's Basic Life Support (Level1), the Australian Red Cross' Essential First Aid or other equivalent one-day programs.)

 1. Assess the situation
 2. Apply basic first aid techniques

- **RTC2706A - Apply chemicals under supervision (30 nominal hours)**
(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 function 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. NB: This competency standard may be deemed to have a time limit when used as part of an accreditation or licence to purchase or use chemicals.)

 1. Follow instructions to check and maintain application and personal protective equipment
 2. Use application and personal protective equipment
 3. Apply chemicals
 4. Follow instructions to empty and clean equipment and containers according to directions
 5. Complete chemical records
 6. Transport, handle and store chemicals according to instructions and legislative requirements

- **RTD2313A - Clean machinery of plant, animal and soil material (20 nominal hours)**
(This competency standard covers the process of cleaning machinery of material that may contribute to the spread of weeds, pests or diseases. It requires the ability to prepare for cleaning, carry out thorough cleaning of equipment and the appropriate disposal of waste. Cleaning is likely to be carried out under routine supervision and may involve operating in a team environment. Cleaning machinery of plant, animal and soil material requires knowledge of machinery and equipment operating features and major components, inspection points and procedures required by legislation, and how weeds, pests or diseases can spread through soil, animal or plant materials.)

 1. Check machinery and support vehicles
 2. Clean machinery and equipment
 3. Complete clearing work

- **RTD2703A - Operate in isolated or remote situations (40 nominal hours)**
(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.)

 1. Plan for operating in remote environments
 2. Prepare for operating in remote environments
 3. Prepare for emergency situations
 4. Operate in remote environments

- **RTF2001A - Apply a range of treatments to trees (30 nominal hours)**
(This competency standard covers the application of treatment to trees to remedy common problems including alleviating tree stress and installing protective barriers. Treating trees also requires consideration of the environmental implications of treatment methods, techniques and procedures. Treatment of trees is likely to be under routine supervision with intermittent checking. Tree treatments are usually carried out within established routines, methods and procedures. Competency requires the application of knowledge and skills to a range of tree treatments.)

 1. Prepare to apply tree treatments
 2. Modify trees to alleviate stress
 3. Modify environment to maintain health and vigour of tree
 4. Apply treatments

- **RTF2017A - Prune shrubs and small trees (35 nominal hours)**
(This competency standard covers the process of pruning shrubs and small trees. The work is likely to be undertaken from the ground. Aerial pruning from a ladder, an elevated work platform or from climbing ropes and rigging in a tree, are covered in separate units. Pruning work is likely to be carried out under routine supervision with intermittent checking. Competency is demonstrated by the application of knowledge and skills to a range of pruning tasks and roles usually within established enterprise routines.)

 1. Identify pruning requirements
 2. Prepare for pruning
 3. Undertake pruning of shrubs and small trees
 4. Complete pruning shrubs and small trees

- **RTF2504A - Determine basic properties of soil/growing media (20 nominal hours)**
(This competency standard covers the process of determining the basic properties of soil or soil-less growing media. It requires the ability to collect samples and perform basic tests. It requires knowledge of sample collection techniques, basic soil/growing media properties, and basic understanding of soil/plant relationships. Determining the basic properties of soil or soil-less growing media is likely to be under supervision from others, with checking related to overall progress. The work is usually done within routines, methods and procedures where some discretion and judgement is required in the selection of equipment and materials, organisation of work, and the achievement of outcomes within time and budgetary constraints.)

 1. Collect soil/media samples for testing
 2. Perform basic soil/media tests

- **BCC2001A - Carry out basic site survey (40 nominal hours)**
(Work to include simple levelling tasks such as shooting levels for concrete slabs, civil construction works, carparks, housepads and basic drainage levels. Competency is to be demonstrated by the safe and effective use of levelling equipment for any of the purposes listed within the range of variables statement relative to the work orientation.)

 1. Plan and prepare work
 2. Maintain given level or specified slope with boning tools
 3. Set up and use dumpy level
 4. Set up and use horizontal laser level
 5. Clean up

- **BCC2003A - Assist with excavation and support installation (8 nominal hours)**
(Work carried out in a team situation under direct supervision. Installation of excavation support applies to trench/excavation depth in excess of 1.5m. Competency is to be demonstrated by the safe and effective excavation and installation of support for different types of excavations listed in the range of variables statement.)
 1. Plan and prepare work
 2. Set out excavations and erect safety equipment
 3. Assist machine excavation operations
 4. Install excavation support
 5. Clean up

- **BCC2009A - Carry out concrete work (40 nominal hours)**
(Competency is to be demonstrated by the safe and effective concreting processes listed within the range of variables statement relative to the work orientation.)
 1. Plan work
 2. Set out for concrete work
 3. Construct reinforcement
 4. Place and fix reinforcement
 5. Erect formwork
 6. Carry out concrete work
 7. Strip formwork
 8. Clean up site

- **BSBCM107A - Operate a personal computer (20 nominal hours)**
(This unit covers the competencies required to start up a personal computer or business computer terminal, correctly navigate the desktop environment and use a range of basic functions. This unit is related to BSBCM213A Produce simple word processed documents and BSBCM214A 'Create and use simple spreadsheets'. Consider co-assessment with BSBCM108A 'Develop keyboard skills')
 1. Start computer and basic system information and features
 2. Navigate and manipulate desktop environment
 3. Organise basic directory and folder structures
 4. Organise files for use and/or organisational requirements
 5. Print information
 6. Shut down computer

- **FDFCORFSY2A - Implement the food safety program and procedures (30 nominal hours)**
(This unit covers the skills and knowledge required to maintain personal hygiene and conduct, food handling, housekeeping and waste disposal related to work tasks and responsibilities where work involves operation of production and/or packaging equipment and processes. This unit is based on and equivalent to the guideline food safety unit GFSMFSRA - Apply and monitor food safety requirements. Note that this unit does not apply to the pharmaceutical industry. Refer to FDFPHGMP2A - Implement Good Manufacturing Practice procedures.)
 1. Implement the food safety program
 2. Participate in maintaining and improving food safety
 3. Comply with personal hygiene standards

- **FDFCORQAS2A - Implement quality systems and procedures (30 nominal hours)**
(This unit covers the skills and knowledge required to apply quality principles and system requirements when carrying out work responsibilities where work involves the operation of packaging and/or processing equipment. Note that this unit does not apply to the pharmaceutical industry. Refer to FDFPHGMP2A - Implement Good Manufacturing Practice procedures.)
 1. Monitor quality of work outcome
 2. Participate in maintaining and improving quality at work
- **FDFZCSCIP2A - Clean equipment in place (30 nominal hours)**
(This unit covers the skills and knowledge required to prepare process equipment for cleaning in place (CIP) or in-line. It requires the operator to initiate, monitor and control variables during cleaning. Where this is not a requirement of a CIP system, this unit may not be relevant.)
 1. Prepare for cleaning
 2. Operate and monitor the cleaning process
 3. Dispose of waste and return plant to operating condition
- **FDFHYCH2A - Operate a creamed honey manufacture process (60 nominal hours)**
(This unit covers the skills and knowledge required to set up, monitor, and adjust a process to produce creamed honey.)
 1. Prepare the equipment and process for operation
 2. Operate and monitor the creamed honey manufacture process
 3. Shut down the creamed honey manufacture process
- **FDFOPTISP2A - Implement sampling procedures (20 nominal hours)**
(This unit covers the skills and knowledge required to understand the requirements of sampling plans, and to collect and transfer samples to retain sample integrity. Operators requiring this competency would typically be required to follow specific sampling procedures such as aseptic sampling.)
 1. Prepare for sampling
 2. Collect samples
- **FDFZCSCS2A - Clean and sanitize equipment (30 nominal hours)**
(This unit covers the purpose and effect of cleaning and sanitation and related procedures. This unit does not cover CIP (cleaning in place) processes. Where this is a required competency, select FDFZCSCIP2A - Clean equipment in place. Basic cleaning and sanitation procedures are covered in operational units. This unit should be selected where the operator is primarily responsible for cleaning and/or where they require a more detailed knowledge of cleaning and sanitation processes to carry out cleaning responsibilities. This unit applies to both wet and dry cleaning methods.)
 1. Prepare for cleaning
 2. Clean and sanitize equipment to meet workplace requirements
- **FDFZPKPP2A - Operate a packaging process (50 nominal hours)**
(This unit covers the skills and knowledge required to set up, operate, adjust and shut down a packaging process or sub-system. This unit is generic and should be customised for a given process. It should only be selected where no specific packaging unit is available.)
 1. Prepare the equipment and process for operation
 2. Operate and monitor the process
 3. Shut down the process
- **MEM2.ICI2A - Apply quality systems (20 nominal hours)**
 1. Understand and follow standard operational or specification requirements
 2. Engages in quality assurance
- **MEM9.1AA - Draw and interpret sketch (20 nominal hours)**
 1. Prepare freehand sketch
 2. Interpret details from freehand sketch

- **MEM9.2AA - Interpret technical drawings (40 nominal hours)**
 1. Interpret technical drawing
 2. Select correct technical drawing
 3. Clean and store irrigation equipment as required
- **MEM12.4AA - Precision electrical/electronic measurement (40 nominal hours)**
(This unit covers the skills and knowledge required to set up, operate, adjust and shut down a packaging process or sub-system. This unit is generic and should be customised for a given process.)
 1. Use equipment for precision measurement
 2. Set measuring devices
 3. Maintain precision equipment
- **MEM18.3AA - Use tools for precision work (40 nominal hours)**
 1. Use tools to produce precision work to specifications
 2. Tools and equipment stored appropriately
- **MNCG25A - Access, update and retrieve simple computerised information (20 nominal hours)**
(This unit covers the accessing, updating and retrieval of data held in a computer using a keyboard.)
 1. Prepare for work
 2. Access and update information
 3. Retrieve information
 4. Close file
 5. Shut down equipment
- **MNCG26A - Operate a computer to produce documents (20 nominal hours)**
(This unit covers the input, editing and printing of simple computer word processing document and formatted reports.)
 1. Create file
 2. Produce document written text using standard format
 3. Edit information
 4. Print document
 5. Save, exit and shutdown
- **UTPNEG090A - Weld using manual metal arc process (MMAW) (40 nominal hours)**
(This unit refers to the competence to perform general purpose manual metal arc welding to AS1554.GP.)
 1. Plan and prepare for the work
 2. Weld materials
 3. Complete the work
- **PUAWER001A - Identify, prevent and report potential workplace emergency situations (2 nominal hours)**
(This unit covers the competency required to identify and prevent the development of workplace emergency situations, or to minimise their consequences, and to report if emergency protection systems, emergency control equipment and evacuation systems are compromised. For this unit the term workplace is defined as the area encompassed by an individual's responsibilities. This unit: has been developed to cover the broad range of emergencies and workplaces as considered in Australian Standard 37452002; covers the work required before the emergency services or specialist response team arrives; does not cover the specific use of equipment to prevent workplace emergency situations; is part of a suite of eleven workplace emergency response units of competency that has three streams; is part of the prevention stream.)
 1. Identify, monitor and report situations that could lead to workplace emergencies
 2. Identify, report and correct situations that could prevent workplace emergencies from being safely handled

- **TDTD497B - Load and unload goods/cargo (30 nominal hours)**
(This unit involves the skills and knowledge required to load and unload goods and cargo, including loading and unloading goods, securing and protecting the load and completing all required documentation. Persons achieving competence in this unit will need to fulfil all of the relevant State/Territory regulations and codes concerning the loading and unloading of cargo, including mass and loading regulations and regulations dealing with oversize and overmass permits.)
 1. Load and unload goods/cargo
 2. Secure and protect load
 3. Complete documentation

- **TDTD1497B - Load and unload vehicles carrying special loads (20 nominal hours)**
(This unit involves the skills and knowledge required to load and unload vehicles carrying special loads, including loading and unloading the special load onto and from the vehicle, securing and protecting the vehicle and the load, and completing all required documentation. Persons achieving competence in this unit will need to fulfil all of the relevant State/Territory regulations and codes concerning the loading and unloading of the special load concerned, including, where relevant, mass and loading regulations and regulations dealing with oversize and overmass permits.)
 1. Load and unload vehicle
 2. Secure and protect vehicle and load
 3. Complete documentation

- **UTPNEG091A - Weld using gas metal arc welding process (GMAW) (40 nominal hours)**
(This unit refers to the competence to perform general purpose gas metal arc welding to AS1554.GP.)
 1. Plan and prepare for the work
 2. Weld materials
 3. Complete the work

- **WRRCA1B - Operate retail equipment (21 nominal hours)**
(This unit involves the skills, knowledge and attitudes to operate a variety of retail equipment. It involves identifying the correct equipment required for a given task, maintaining retail equipment, applying keyboard skills and operating data entry equipment)
 1. Maintain retail equipment.
 2. Apply keyboard skills.
 3. Operate data entry equipment.

- **WRRCA2B - Apply retail office procedures (18 nominal hours)**
(The unit describes the skills, knowledge and attitudes to apply retail office procedures. It involves processing mail, operating office equipment, filing and retrieving documents, establishing contact with customers and preparing simple correspondence)
 1. Process incoming and outgoing mail
 2. Process bulk mail
 3. Operate office equipment
 4. File and retrieve documents
 5. Establish contact with internal and external customers
 6. Prepare simple correspondence

- **WRRCS2B - Apply point of sale handling procedures (21 nominal hours)**
(This Unit encompasses the skills, knowledge and attitudes required at the point of sale in any retail store. It includes operating the point of sale equipment, applying store policies and procedures to a range of transactions, dealing appropriately with the customer and packing or wrapping the item for transportation.)
 1. Operate point of sale equipment.
 2. Perform point of sale transactions.
 3. Complete sales.
 4. Wrap and pack goods.

- **WRRS1B - Sell products and services (18 nominal hours)**

(This unit involves the skills, knowledge and attitudes required to sell products and services in a retail environment. It involves the use of sales techniques and encompasses the key selling skills from approaching the customer to closing the sale. It requires a basic level of product knowledge)

1. Apply product knowledge.
2. Approach customer.
3. Gather information.
4. Sell benefits.
5. Overcome objections.
6. Close sale.
7. Maximise sales opportunities.

Group C elective units:

- Three additional units must be selected from the units in Group C. This includes units from the following qualifications
 - > RTD02 Certificate I
 - > and/or RTE03 Certificate I
 - > and/or RTF03 Certificate I
 - > and/or RTD02 Certificate II
 - > and/or RTE03 Certificate II
 - > and/or RTF03 Certificate II
 - > and/or RTD02 Certificate III
 - > and/or RTE03 Certificate III
 - > and/or RTF03 Certificate III
 - > and/or other endorsed Training Packages at Certificate I, Certificate II, and Certificate III AQF level

These units must be relevant to work undertaken in the rural sector.