




Poultry Farming Occupational Curriculum

Poultry Farm Manager (NQF Level 4)

This document is a first draft and will be finalised with inputs from industry

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Curriculum Document			
Nr: 612201	Qualification Title: National Award: Poultry Farm Manager (NQF Level 4)		
Document Status	Date	Version	
Draft	17/08/2011	2	
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Section 1: Curriculum Overview

1. Occupational Information

1.1 Occupational Cluster

To be specified

1.2 Occupational Field

To be specified

1.3 Related Occupation

612201: Poultry Farm Manager

2. Qualification Focus and Progression

The Occupational qualification for Poultry Farm Managers prepares the learner for a first line management role in a commercial farming unit as well as for persons practicing small scale poultry farming. The qualification is designed to address specific first line management functions and generic poultry farm management practices. Specific areas of contextual competence for specific poultry production systems, such as layers, broilers and breeders will be addressed during the work experience or production experience components of the qualification. Specific contextual components still requires further refinement and will be addressed during the piloting phase of the curriculum design process. This approach promotes portability of the qualification within the various poultry production systems.

Progression to higher levels of employment and associated career opportunities will not require of the learner to achieve further formal occupational qualifications as progression will depend on personal development in a poultry farming context.

Access to higher level specialised operational management position in the formal labour market are however dependant on the learner achieving a qualification from the Higher Education Qualifications Framework. Should the learner meet the educational requirements for access to such qualifications, this qualification will assist the learner with a sound foundation in poultry farming related knowledge.

A specific need for further learning in agricultural entrepreneurship is recognised for small scale poultry farmers and will be developed as a generic occupational qualification.

2.1 Occupational Profile

2.2 Purpose Statement

Poultry Production Manager: Manages resources, controls the achievement of production targets and quality standards and the utilisation of the site.

2.3 Occupational Tasks

Occupational Task 1: Managing people, stock on hand and costs of a poultry farming operation (NQF Level:4)

Unique Product or Service

People, stock on hand and costs are managed

Occupational Responsibility

Manage the day to day aspects related to the labour force employed on a poultry farm, the production costs and stocks or materials required.

Occupational Context

Manage people, stock on hand and costs of a farming unit, reporting to operational management/the farmer.

Occupational Task 2: Providing day to day direction and controlling poultry farming operations to ensure that production targets and quality standards are met (NQF Level 4)

Unique Product or Service

Production targets and quality standards achieved

Occupational Responsibility

Achieve production targets and quality standards by overseeing and directing poultry production

Occupational Context

Manage and control poultry farming operations of a poultry production site, reporting to operational management, liaise with feed mills, consult professionals (veterinarian, animal nutritionists, technical advisors) utilising poultry production equipment and poultry production facilities.

Occupational Task 3: Providing direction and overseeing the functionality and maintenance of poultry production units or sites (NQF Level 4)

Unique Product or Service

The poultry production site is fully operational

Occupational Responsibility

Plan and control the utilisation, maintenance and physical bio-security status of a poultry production site

Occupational Context

Manage and control the utilisation of and physical bio security of a poultry production site, reporting to operational management and ensuring the maintenance and functionality of poultry production equipment and poultry production facilities.

3. Curriculum Structure

Subjects					
Number	Title			NQF Level	Credits
	Operations Management			4	16
	Poultry production			4	16
Total Knowledge Credits					32
Practical Skills Modules					
Number	Title			NQF Level	Credits
	Plan, direct and control people, costs and production resources			4	8
	Plan and control the utilisation, maintenance and physical bio-security status			4	6
	Achieve production targets and quality standards			4	6
Total Practical Credits					20
Work Experience Modules					
Number	Title			NQF Level	Credits
	People, stock on hand and costs are managed			4	12
	The poultry production site is fully operational			4	12
	Production targets and quality standards achieved			4	12
Total Workplace Credits					36
Total Qualification Credits					88
Knowledge Credits:	36%	Practical Credits:	23%	Workplace Credits:	41%

4. Current Learning Programmes and/or Qualifications that will be replaced by the Occupational Qualification

Nr	Title	Type	NQF Level

5. Curriculum Requirements

5.1 Educational Entry Requirements

Grade 12 or Foundational Certificates in Communication and Mathematical Literacy

5.2 Physical Entry Requirements

None specified

5.3 Legal Entry Requirements

None specified in addition to statutory regulations

Section 2: Curriculum Components

1. Subject Specifications

1.1 Operations Management (040105)

Title	Operations Management				
Subject Number	-KS-1	NQF Level	4	Credits	16

Purpose

The purpose of the learning in this subject relates to:

The disciplinary or conceptual knowledge (including theory) related to the management of resources used in a fresh produce packing operation.

This includes learning related to:

- General business management concepts
- Fresh produce packing industry structure and markets
- Personnel management concepts
- Employment relations management
- Financial management concepts
- Infrastructure maintenance

Topic Content Guidelines

Topic 1: General business management concepts

Topic Elements

Planning, scheduling, organising, directing and controlling

Range:

- The function of the manager in terms of planning, organising, directing and controlling resources
- The planning cycle
- Develop time schedules
- Develop action plans
- Plot and sequence schedules

Decision making and problem solving

Range:

- Decision making models and process
- Decision making and problem solving methods (brain storming, SWOT analysis and PEST analysis)
- Personality traits and decision making

Continuous improvement

Range:

- The continuous improvement process
- Continuous improvement models

- Continuous improvement and quality management

Delegation

Range:

- Define delegation
- Delegation principles
- Accountability vs Responsibility

Assessment Criteria

- Explain the difference between the role of a supervisor and a manager in terms of management functions
- Analyse production problems and formulate decisions by using a structured approach using data provided by the assessor
- Schedule and plan a production cycle using data provided by the assessor
- Explain the principles of delegation

Topic 2: Personnel management concepts

Topic Elements

Recruitment and selection

Range:

- The recruitment process
- The selection interview

Training and development

Range:

- Identifying training needs of employees
- Training delivery models

Performance management

Range:

- Performance management process
- Developing performance standards
- Measuring performance and isolating causes of under-performance
- Performance interviews and feedback
- Rewarding good performance and correcting under-performance

Leadership theories and concepts

Range:

- Leadership theories, models and styles
- Leadership vs management
- Influencing conduct through effective leadership
- Creating high performance teams

Coaching and mentoring

Range:

- The difference between coaching and mentoring
- The process of coaching employees

Assessment Criteria

- Explain key aspects of the recruitment and selection process
- Define the different theories of motivation
- Explain key principles of performance management concepts and standards
- Define leadership vs management
- Provide a basic overview of the application of coaching methods

Topic 3: Employment relations management

Topic Elements

The employment relationship

Range:

- The nature and the establishment of the employment relationship (Contracts of employment)
- Employee representation and labour unions

Key provisions of the legislative framework governing the employment relationship

Range:

- The SA Constitution and the Bill of Rights
- The contract of employment
- The Labour Relations Act
- The Basic Conditions of Employment Act
- The Occupational Health and Safety Act

Managing workplace discipline

Range:

- Disciplinary codes and procedures
- Procedural and substantive fairness
- Unfair dismissal and unfair labour practices
- Principles established through cases and awards for poor timekeeping, dishonesty, theft, insubordination, assault, abuse of or damage to property, substance abuse, discrimination, harassment.
- Conducting disciplinary enquiries – roles, procedures and records
- The role of the CCMA in unfair dismissal disputes

Managing workplace conflict and grievances

Range:

- Understanding conflict
- Conflict resolution styles
- Approaches or steps to dealing with conflict
- Grievance resolution procedures
- Workplace negotiation principles
- Resolving grievances through conciliation and mediation

Managing capacity related problems

Range:

- Specific types of incapacity
- Procedural requirements for dealing with incapacity
- Principles established through cases and awards for incapacity related to ill health, injuries on duty

Assessment Criteria

- Explain various aspects of conditions of employment as regulated by law (e.g. overtime, working hours, leave, etc.)
- Select the appropriate response to different examples of misconduct
- Define the concepts of an unfair labour practice in terms of practical workplace examples
- Describe informal and formal disciplinary procedures
- Describe a grievance procedure to resolve an individual grievance
- Select the appropriate response to different examples of incapacity

Topic 4: Financial management concepts

Topic Elements

Budgeting concepts

Range:

- Types of budgets
- Operational or production budgeting principles

Financial terms and concepts

Range:

- Global markets and the effect of exchange rates
- Monthly operating budget reports
- Cost control and variance reports
- Cost of production
- Processing and recording of financial records
- Basic statistical/trend analysis of production data (correlation, central tendencies, standard deviation, etc.)

Stock management concepts

Range:

- Cost of stock
- Forecasting stock needs and required order quantities
- Stock control

Assessment Criteria

- Explain the budgeting process for operational cost control purposes
- Provide a forecast of stock needs based on production data
- Respond to questions on stock management concepts formulated by the assessor

Topic 5: Infrastructure maintenance

Topic Elements

Preventative maintenance management concepts

Range:

- Best maintenance practices
- Planned preventative maintenance

Condition based maintenance

Range:

- Condition monitoring and inspection methods
- Predictive maintenance

Assessment Criteria

- Distinguish between preventative maintenance and condition-based maintenance

Internal assessment guidelines for providers

Critical Knowledge Areas:

- Decision making and problem solving
- Planning and scheduling concepts
- Management communication
- Performance management concepts
- Leadership theories and concepts
- Coaching and mentoring methods and techniques
- The employment relationship
- Managing workplace discipline
- Managing workplace conflict and grievances
- Managing capacity related problems
- Budgeting concepts
- Financial terms and concepts

Assessment Distribution

Topic	Weighting
General business management concepts	15
Personnel management concepts	30
Employment relations management	25
Financial management concepts	20
Infrastructure maintenance	10

Assessment Standard

- Listed critical knowledge areas selected must always be included in the external summative assessment.
- Learners must achieve a normative assessment rating of 70% on all questions related to the critical knowledge areas to be deemed competent
- Learners must achieve a normative assessment rating of 50% on all questions asked in addition to the critical knowledge areas to be deemed competent

Skills development provider accreditation criteria

Physical Requirements

- Learning resources approved by the AQP
- Assessment documentation, instruments and standards approved by the AQP

Human Resource Requirements

- Facilitators of learning approved by the AQP
- Assessors approved by the AQP
- The capacity to conduct internal quality assurance by employed staff or contracted experts
- Assessments will be conducted by a person who meets the following requirements:
 - Has at least 5 years experience in a management position, or
 - Has obtained a nationally recognised qualification in management not lower than NQF level 4 with at least 3 years management experience, or
 - Gained at least 1 year experience in assessment practice

Legal Requirements

- As dictated by the Occupational Health, Safety and Environmental Control statutes

Exemptions

Qualification or Learning programmes that can give you exemption for this Knowledge Subject Specification:			
Number	Title	Institution	NQF Level
To be verified			

1.2 Poultry Production

Title	Poultry Production				
Subject Number	-KS-2	NQF Level	4	Credits	16

Purpose

The purpose of the learning in this subject relates to:

The disciplinary or conceptual knowledge (including theory) related to addressing production problems and queries raised by subordinates on poultry production.

This includes learning related to:

- Functional anatomy and physiology of birds (as completed in NQF Level 3)
- Poultry nutrition management (as completed in NQF Level 3)
- Poultry health management
- Poultry housing and equipment
- Environmental control in poultry production

Topic Content Guidelines

Topic 1: Functional anatomy and physiology of birds

Topic Elements

Digestive and excretory systems

Range:

- The gastro-intestinal tract and associated organs (liver, gall, pancreas, salivary glands)
- Digestion and absorption of nutrients
- Transport of nutrients in the body
- Excretory organs and waste products (cloaca, kidneys, urine)

Cardiovascular system (Blood circulatory system)

Range:

- The parts of the cardiovascular system (heart, veins, arteries)
- Constituents of blood (water, red and white blood cells, antibodies, proteins, minerals, glucose, fats, amino acids)
- Nutrients and waste products transport (minerals, glucose, fats, amino acids, uric acid)
- The role in body temperature regulation (heat transfer)
- Disease control (circulating antibodies)

Respiratory system

Range:

- The functions of the different parts of the respiratory system (mucous lining and protective function, bronchi, lungs and air sacs)
- Oxygen supply and carbon dioxide removal
- Combustion processes occurring in body tissue
- Body temperature regulation by means of panting

Musculo-skeletal system

Range:

- Skeleton as framework for muscle attachment (movement)
- Skeleton as protection for internal organs
- Medullary bone as source of calcium
- The contractile functions of muscle tissue (feed passage, respiration, blood circulation, heat production)

Immune system

Range:

- Immune development (vaccines, antigens, antibodies)
- The organs involved in antibody formation (thymus glands, bone marrow, Harderian gland, spleen, Bursa of Fabricius, cecal tonsils, gastro-intestinal tract)

Reproductive system

Range:

- Female reproductive system (ovary, yolk and eggshell formation, ovulation)
- Male reproductive system (testes, sperm tubes, cloaca)
- Mating and sperm transfer

Assessment criteria

- Identify and describe the functions of the different parts of the gastro-intestinal tract and associated organs
- Explain the nutrient uptake and transportation of nutrients
- Briefly explain the nature and origin of the excretory products
- List and describe the functions of the different parts and constituents of the cardiovascular system
- Briefly explain the role of the cardiovascular system in the transport of nutrients and waste products
- Briefly explain the role of the cardiovascular system in body temperature regulation
- Briefly explain the role of the cardiovascular system in health management
- Describe the role of the respiratory system to protect the bird against bacterial penetration
- Identify and describe the function of the different parts of the respiratory system (lungs and air sacs)
- Explain the origin of carbon dioxide and heat production in body tissue
- Explain the role of the respiratory system in body temperature regulation during extreme climatic conditions
- Explain the importance and function of a well-developed frame (skeleton)
- Briefly describe the processes responsible for movement and respiration in the bird
- Explain the function of the skeleton as source of nutrients for eggshell formation
- Explain the function of muscle tissue in processes such as feed digestion, blood circulation, respiration and heat production.
- Explain the principles of immunisation and reasons for vaccinating and revaccinating (antigen types, disease challenge, titer counts)
- Identify and explain the function of the organs responsible for immune development
- Describe the processes involved for the evaluation of the immune status of poultry
- Identify and discuss the different parts of the female and male reproductive systems
- Explain the process of ovulation and fertilisation

Topic 3: Poultry nutrition management

Topic Elements

Poultry Nutrition

Range:

- Basic concepts of nutrients and their functions (growth, egg production, energy, amino acids, minerals and vitamins)
- The most commonly used raw materials for the supply of nutrients in poultry diets (grains, protein sources, minerals and vitamins)
- Factors that affect feed intake by poultry (disease, environmental temperature and production level)

Assessment Criteria

- Explain the basic functions of energy, proteins, vitamins and minerals
- Briefly explain the main sources of energy, proteins, vitamins and minerals for poultry diets
- Explain briefly factors affecting nutrient requirements (environmental temperature, growth rate, production level and health status)

Topic 3: Poultry health management

Topic Elements

Poultry diseases and disease-causing agents

Range:

- The nature of disease-causing organisms (viruses, bacteria, protozoa, fungi, parasites)
- Disease prevention planning and scheduling
- Aggravating factors that cause disease (high levels of disease-causing organisms, poor sanitation, poor immune and nutritional status, high stocking density, poor ventilation, ammonia and fungus growth)
- Mitigating factors to prevent the onset of disease (vector control, low exposure, correct vaccination practices)
- Typical symptoms of common poultry diseases (respiratory problems, lameness, misshapen and discolouration of eggshells, bloody excretions in faeces, colisepticaemia, airsacculitis)
- Vaccination procedures (correct handling and application of vaccines, drinking water, spray, injected)
- Evaluation of immune development (titer counts, blood sampling)
- Basic medication practices

Assessment Criteria

- Describe the nature of disease-causing organisms in poultry production
- Describe aggravating factors that will result in disease
- Describe mitigating to control the onset of disease
- Describe typical symptoms for the most common poultry diseases
- Briefly discuss the correct handling and methods of application of vaccines
- Explain the concept of immunity evaluation
- Briefly describe methods of medicating poultry

Topic 4: Poultry housing and equipment

Topic Elements**Poultry housing design and construction concepts**

Range:

- Broiler housing design and construction (small scale and industrial)
- Layer housing design and construction (small scale and industrial)

Poultry production equipment

Range:

Broiler production equipment (small scale and industrial)

- Layer housing equipment (small scale and industrial)

Assessment Criteria

- Describe the different types of poultry housing design and explain the related construction concepts
- List and explain the purpose and function of a range of poultry production equipment

Topic 5: Environmental control in poultry production.**Topic Elements****Ventilation and air movement**

Range:

Mechanical ventilation (air velocity, air leaks, dust, louver openings, heat and moisture removal)

- Natural ventilation (wind speed, curtain openings)
- Air quality and health management (carbon dioxide, dust, ammonia control)
- Thermo-neutral environment
- Heat production and heat loss by the bird (convection, radiation, conduction, evaporative heat loss)

Light intensity and photoperiods

Range:

- Effect of light on growth and egg production

Assessment Criteria.

- Explain the factors affecting the efficiency of mechanical ventilation in poultry buildings
- Explain the factors affecting the efficiency of natural ventilation in poultry buildings
- Discuss the importance of ventilation in health management of poultry
- Discuss the effect of temperature extremes on production efficiency
- Discuss the mechanisms of heat production and heat loss by the bird.
- Briefly explain the nature of light
- Briefly explain the effect of photoperiod and light intensity on growth of poultry
- Briefly explain the effect of photoperiod and light intensity on sexual maturity and egg production

Internal assessment guidelines for providers

Critical Knowledge Areas:

- Functional anatomy and physiology of birds (as completed in NQF Level 3)
- Poultry nutrition management (as completed in NQF Level 3)
- Poultry health management
- Poultry housing and equipment
- Environmental control in poultry production

Assessment Distribution

Topic	Weighting
Functional Anatomy and physiology of birds	
Poultry nutrition management	
Poultry health management	
Poultry housing and equipment	
Environmental control in poultry production	

Assessment Standard

- Listed critical knowledge areas selected must always be included in the external summative assessment.
- Learners must achieve a normative assessment rating of 70% on all questions related to the critical knowledge areas to be deemed competent
- Learners must achieve a normative assessment rating of 50% on all questions asked in addition to the critical knowledge areas to be deemed competent

Skills development provider accreditation criteria

Physical Requirements

- Learning resources approved by the SAPA
- Assessment documentation, instruments and standards approved by SAPA

Human Resource Requirements

- Facilitators of learning approved by SAPA
- Assessors approved by SAPA
- The capacity to conduct internal quality assurance by employed staff or contracted experts
- Assessments will be conducted by a person who meets the following requirements:
 - Has at least 5 years experience in a poultry management position, or
 - Has obtained a nationally recognised qualification in poultry management not lower than NQF level 4 with at least 3 years management experience, or
 - Gained at least 1 year experience in assessment practice

Legal Requirements

- As dictated by the SAPA rules and regulations

Exemptions

Qualification or Learning programs that can give you exemption for this

Knowledge Subject Specification:			
Number	Title	Institution	NQF Level
To be verified			

2. Practical Skills Modules

2.1 Plan, direct and control people, costs and production resources

Title	Plan, direct and control people, costs and production resources				
Subject Number	-PM-1	NQF Level	4	Credits	8

Purpose of the module

The focus of the learning in this module is to provide learners with the opportunity to:

- Plan, direct and report on the utilisation of production resources, including personnel

This must include learning activities to:

- Read budget reports and evaluate compliance
- Set performance goals and conduct performance interviews
- Address areas of poor performance levels
- Initiate discipline in response to misconduct

Learning Activity Guidelines

Practical Skill: Read cost control reports, evaluate variances and recommend cost improvements where applicable

Learning Activity Guidelines:

Given financial cost control reports and a budget, learners must be able to:

- Identify variances in cost control report against planned budget
- Explain variances in costs based on actual causes or events
- Recommend appropriate remedies

Applied Knowledge:

- Budgeting practices

Assessment Criteria:

Question applied knowledge on:

- Most common causes of certain cost variances and the difference between controllable and uncontrollable causes
2. Observe behaviour or process
 - None
3. Evaluate products
 - Explanation for variance is accurate
 - Recommendations made are appropriate

Practical Skill: Set performance goals and conduct performance interviews

Learning Activity Guidelines:

Given team members performance levels, set targets learners in a simulated learning environment must be able to:

- Evaluate performance levels
- Identify performance gaps
- Compile a performance evaluation report
- Conduct a performance interview
- Address performance gaps
- Recognise performance excellence

Applied Knowledge:

- Interpersonal communication
- Performance interview practices

Assessment Criteria:

1. Question applied knowledge on:

- The steps involved in a constructive and focused performance interview (providing clear direction, focusing on facts and expected outputs)
- 2. Observe behaviour or process
- Interpersonal interaction between the learner and participants in the performance interview is systematic and effective.

3. Evaluate products

- Performance evaluation reports are evaluated for completeness and accuracy

Practical Skill: Address areas of poor performance levels

Learning Activity Guidelines:

Given scenarios and case studies of a range of performance related problems, including problems based on poor conduct and insufficient skills, learners must be able to:

- Isolate the case of the performance problem and motivate the appropriate corrective measure
- Select the appropriate response to areas of misconduct
- Define skills related problem areas
- Correct skills related problem areas by conducting a simulated coaching session

Applied Knowledge:

- Addressing poor performance related to misconduct
- Addressing poor performance related to skills problems
- Coaching practices

Assessment Criteria:

1. Question applied knowledge on:

- Possible reasons for poor performance

2. Observe behaviour or process

- A structured process is followed during the coaching session

3. Evaluate products

- Recommended responses to performance problems are evaluated for completeness, accuracy and relevance

Practical Skill: Initiate discipline in response to misconduct

Learning Activity Guidelines:

Given a disciplinary code of conduct and case studies of a range of misconduct, learners must be able to:

- Prioritise misconduct cases in terms of seriousness
- Determine the appropriate disciplinary action that must be initiated
- Complete disciplinary notices and forms
- Participate in various roles (initiator, chairperson) in simulated disciplinary hearings

Applied Knowledge:

- Practices and formats for administrating and recording disciplinary actions
- Codes of practice: Discipline

Assessment Criteria:

1. Question applied knowledge on:
 - The legal principles related to procedural and documentary requirements for disciplinary procedures
 - The potential consequences of poor procedural practices
 - The implications of incomplete or inaccurate records
2. Observe behaviour or process
 - Interaction during the various role-plays demonstrates a clear understanding of the requirements of the role and the disciplinary process
3. Evaluate products
 - Documentation is evaluated for completeness and accuracy

Skills development provider accreditation criteria

Physical Requirements

- Structured examples and scenarios
- Learner instructions and work sheets
- Assessment instruments and standards for each practical skill that clearly defines standards of competence as competent or not yet competent
- Reflective learning exercises

Human Resource Requirements

- Learner facilitator ration of 1:15
- Internal assessors can be the same person as the facilitator

Legal Requirements

- None specified in addition to standards prescribed by applicable legislation.

Critical practical activities to be assessed externally

- None specified

Exemptions

Qualification or Learning programmes that can give you exemption for this Practical Skills Module:			
Number	Title	Institution	NQF Level
None recognised			

2.2 Plan and control the utilisation, maintenance and physical bio-security status

Title	Plan and control the utilisation, maintenance and physical bio-security status.				
Subject Number	-PM-2	NQF Level	4	Credits	6

Purpose of the module

The focus of the learning in this module is to provide learners with the opportunity to:

Conduct planning and inspections related to maintaining the operational status of facilities, equipment and production sites, achieve planned preparation to meet scheduled placements, maintain physical bio security status

This must include:

- Planning activities and resources required to achieve scheduled utilisation of facilities for production.
- Conducting site readiness inspections
- Inspecting physical bio-security status of sites

Learning Activity Guidelines

Practical Skill: Plan activities and resources required to achieve scheduled utilisation of facilities for production

Learning Activity Guidelines:

Given production targets and schedules, learners must be able to:

- Evaluate and adjust activity schedules to meet readiness targets before placement of poultry
- Plan and schedule maintenance to fit in with production schedules

Applied Knowledge:

- Supply chain
- Production capacity
- Poultry house equipment

Assessment Criteria:

1. Question applied knowledge on:
 - Activity schedules
 - Consequences of lack of planning
2. Observe behaviour or process
 - Working in an organised manner
 - Ability to source information
3. Evaluate products
 - Completed action plan according to workplace targets
 - Completed maintenance plan

Practical Skill: Inspect physical readiness and bio-security status of sites

Learning Activity Guidelines:

Given a prepared poultry site to receive a new flock, learners must be able to:

- Conduct an readiness and bio-security inspection according to a given checklist
- Report on non-conformances and priority needs
- Compile inspection report

Applied Knowledge:

- Critical bio-security procedures
- Readiness of equipment

Assessment Criteria:

1. Question applied knowledge on:
 - Bio-security protocols
 - Consequences of non-conformances
2. Observe behaviour or process
 - Working in an organised manner
 - Following company protocols and procedures
 - Demonstrate good interpersonal relationships
3. Evaluate products
 - Completed inspection report

Skills development provider accreditation criteria

Physical Requirements

- Structured examples and scenarios
- Learner instructions and work sheets
- Assessment instruments and standards for each practical skill that clearly defines standards of competence as competent or not yet competent
- Reflective learning exercises

Human Resource Requirements

- Learner facilitator ration of 1:15
- Internal assessors can be the same person as the facilitator

Legal Requirements

- None specified in addition to standards prescribed by applicable legislation.

Critical practical activities to be assessed externally

- None specified

Exemptions

Qualification or Learning programs that can give you exemption for this Practical Skills Module:			
Number	Title	Institution	NQF Level
None recognised			

2.3 Achieve production targets and quality standards

Title	Achieve production targets and quality standards				
Subject Number	-PM-3	NQF Level	4	Credits	6

Purpose of the module

The focus of the learning in this module is to provide learners with the opportunity to:

Analyse, interpret and respond to production data and recognise and respond to poultry health and production related problems.

This must include:

- Balancing feed and consumable stock levels.
- Assessing bird behaviour, health and housing conditions and formulating recommendations.
- Evaluating and responding to production trends

Learning Activity Guidelines

<p>Practical Skill: Balance feed and consumable stock levels (NQF Level 4)</p> <p>Learning Activity Guidelines: <i>Given a poultry production site plan and production targets, learners must be able to:</i></p> <ul style="list-style-type: none"> • Calculate and project stock requirements • Compile schedule • Demonstrate knowledge of how to balance stock at end of cycle <p>Applied Knowledge:</p> <ul style="list-style-type: none"> • Planning and scheduling <p>Assessment Criteria:</p> <ol style="list-style-type: none"> 1. Question applied knowledge on: <ul style="list-style-type: none"> • Requirements on feed, cleaning materials and consumables • Consequences of non-conformances 2. Observe behaviour or process <ul style="list-style-type: none"> • Ability to plan and organise 3. Evaluate products <ul style="list-style-type: none"> • Completed worksheet and relevant workplace documents
<p>Practical Skill: Assess bird behaviour, health and housing conditions and formulate recommendations (NQF Level 4)</p> <p>Learning Activity Guidelines: <i>Given a poultry production site, learners must be able to:</i></p> <ul style="list-style-type: none"> • Inspect and evaluate the production units in terms of: <ul style="list-style-type: none"> • Implementation of bio-security protocols • Bird behaviour • Air quality

<ul style="list-style-type: none"> • Accessibility of water and feed • Bedding quality (if applicable) • House records <ul style="list-style-type: none"> • Formulate recommendations based on observations <p>Applied Knowledge:</p> <ul style="list-style-type: none"> • Bio-security protocols • Environmental management • Production targets <p>Assessment Criteria:</p> <ol style="list-style-type: none"> 1. Question applied knowledge on: <ul style="list-style-type: none"> • Demonstrate the ability to recommend corrective measures on typical problems 2. Observe behaviour or process <ul style="list-style-type: none"> • Demonstrate good interpersonal relationships • Demonstrate the ability to work in an organised manner 3. Evaluate products <ul style="list-style-type: none"> • Report on non-conformances and recommendations
<p>Practical Skill: Evaluate and respond to production trends (NQF Level 4)</p>
<p>Learning Activity Guidelines:</p> <p><i>Given the records of a poultry site, learners must be able to:</i></p> <ul style="list-style-type: none"> • Analyse and interpret data • Recognise trends • Report on production data • Formulate corrective actions <p>Applied Knowledge:</p> <ul style="list-style-type: none"> • Standard deviations • Technical knowledge to interpret trends <p>Assessment Criteria:</p> <ol style="list-style-type: none"> 1. Question applied knowledge on: <ul style="list-style-type: none"> • Standard deviations and production trends • The impact of environmental factors on trends • The impact of vaccination and disease on trends • The impact of feed quality and intake on trends • Importance of accurate record-keeping and historical data 2. Observe behaviour or process <ul style="list-style-type: none"> • N.a. 3. Evaluate products <ul style="list-style-type: none"> • Complete production data report • Corrective action recommendations

Skills development provider accreditation criteria

Physical Requirements

- Structured examples and scenarios
- Learner instructions and work sheets
- Assessment instruments and standards for each practical skill that clearly defines standards of competence as competent or not yet competent
- Reflective learning exercises

Human Resource Requirements

- Learner facilitator ration of 1:15
- Internal assessors can be the same person as the facilitator

Legal Requirements

- None specified in addition to standards prescribed by applicable legislation.

Critical practical activities to be assessed externally

- None specified

Exemptions

Qualification or Learning programs that can give you exemption for this Practical Skills Module:			
Number	Title	Institution	NQF Level
None recognised			

3. Work Experience Modules

3.1 People, stock on hand and costs are managed

Module Title	People, stock on hand and costs are managed				
Module Number	-WM-1	NQF Level	3	Credits	12

Purpose of the module

The focus of the work experience is on providing the learner an opportunity to:

- Manage the resources and personnel of a poultry unit.

The learner will be required to:

- Manage subordinate employees and work teams
- Enforce workplace protocols, policies and procedures
- Monitor and control costs

The learner must perform the required work experience under the following conditions:

- As a member of a management team
- The scope of work experience will be completed concurrently – not as separate activities or as separate modules. Please note that the different areas of experience are captured as separate modules in this document for curriculum design purposes only.
- For planning purposes, the Learner Poultry Farm Manager will be required to gain the experience in all work experience areas of learning over a 9 week period.

Scope of work experience

Work Experience: Manage staff members and work teams
<p>Scope of work activities:</p> <ol style="list-style-type: none"> 1. Maintain and administer personnel records in terms of workplace practices 2. Respond to issues raised by staff members during meetings on workplace-related matters 3. Conduct and record a performance management interview in accordance with workplace practices and report findings and recommendations to designated managers
Work Experience: Enforce workplace protocols, policies and procedures
<p>Scope of work activities:</p> <ol style="list-style-type: none"> 1. Perform a health and safety inspection, report on observations and formulate recommendations, where required 2. Present workplace policies, procedures or practices to staff members 3. Monitor employee conduct and initiate appropriate responses to misconduct where required for the 9 week training period
Work Experience: Monitor and control costs
<p>Scope of work activities:</p> <ol style="list-style-type: none"> 1. Compile estimates and provide cost inputs for a production cycle of a minimum of one month 2. Monitor the budget and report on monthly expenses in accordance with budgetary

- provisions and workplace practices
3. Identify variances, formulate recommendations and present to designated managers

Contextualised Workplace Knowledge

- Workplace policies, procedures and standard documentation

Supporting evidence

- Records from meetings
- Standard workplace records
- Production records

Criteria for Workplace Approval

Physical Requirements

- Standard documentation on protocols and procedures
- Standard reporting documentation

Human Resource Requirements

- Experienced Poultry Farm Manager
- Learner expert ratio of 1:5

Legal Requirements

- None specified in addition to requirements prescribed by applicable legislation.

Assignment to be prepared for or presented at the External Assessment

- Develop a production plan for a poultry farming unit that will meet specific monthly production targets that provides for all required funds, resources and materials.
- Present completed workplace records on a range of personnel related matters dealt with during the work experience period.
- Compile and present a monthly production report in the format prescribed by the workplace.

3.2 Production site is fully operational

Module Title	Production site is fully operational				
Module Number	-WM-2	NOF Level	4	Credits	12

Purpose of the module

The focus of the work experience is on providing the learner an opportunity to:

Manage and control the utilisation and physical bio security of a poultry production site, reporting to operational management and ensuring the maintenance and functionality of poultry production equipment and poultry production facilities.

The learner will be required to:

- Maintain the operational and physical bio-security status of the poultry production site.
- Report on production trends and targets.

The learner must perform the required work experience under the following conditions:

- As a member of a management team
- The scope of work experience will be competed simultaneously – not as separate activities or as separate modules. This includes management of resources, the poultry site and the production operations. (Please note that the three key areas of experience are captured as separate modules in this document for curriculum design purposes only.)
- For planning purposes, the Learner Manager will be required to gain the experience in all three areas of learning over a 9 week period.

Scope of work experience

Work Experience: Maintain the operational status of the poultry production site

Scope of work activities:

1. Oversee the general maintenance and upkeep of the production site to meet standards of site security, neatness and physical bio-security control.
2. Oversee maintenance of poultry production facilities and equipment to meet standards of operational functionality
3. Maintain physical bio security status to operational standards

Work Experience: Maintain inspection protocols and reporting

Scope of work activities:

1. Monitor productions trends and target
 1. 2. Report to persons in authority on any problem related issues

Contextualised Workplace Knowledge

- Standard policies and procedures.
- Reporting structures

Supporting evidence

- Physical site conditions and bio-security status
- Production records

Criteria for Workplace Approval

Physical Requirements

- Standard reporting documentation
- Poultry production unit

Human Resource Requirements

- Poultry farming expert trained in administering poultry problems
- Learner expert ratio of 1:5

Legal Requirements

- None specified in addition to requirements prescribed by applicable legislation.

Assignment to be prepared for or presented at the External Assessment

- Reports of previous identified poultry problems and the corrective measures taken
- Present completed workplace documentation on matters including reporting to authorised personnel

3.3 Production targets and quality standards achieved

Module Title	Production targets and quality standards achieved				
Module Number	-WM-3	NOF Level	4	Credits	12

Purpose of the module

The focus of the work experience is on providing the learner an opportunity to:

- Manage and control poultry farming operations of a poultry production site,
- Report to operational management,
- Liaise with feed mills,
- Consult professionals (veterinarian, animal nutritionists, technical advisors)
- Utilise poultry production equipment and poultry production facilities.

The learner will be required to:

- Manage production records and reporting.
- Achieve production targets.
- Establish work relations with key support functions.

The learner must perform the required work experience under the following conditions:

- As a member of a management team
- The scope of work experience will be completed simultaneously – not as separate activities or as separate modules. This includes management of resources, the poultry site and the production operations. Please note that the three key areas of experience are captured as separate modules in this document for curriculum design purposes only.
- For planning purposes, the Learner Manager will be required to gain the experience in all three areas of learning over a 9 week period.

Scope of work experience

Work Experience: Manage production records and reporting

Scope of work activities:

- | |
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| <ol style="list-style-type: none"> 1. Maintain accurate and complete production records. 2. Prepare and present production reports at least three production meetings 3. Report production related problems to the designated person in accordance with workplace standards and procedures 4. Initiate corrective measure where production related problems were identified, monitor and report results in accordance with workplace standards |
|--|

Work Experience: Achieve production targets
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Scope of work activities:

- | |
|--|
| <ol style="list-style-type: none"> 1. Plan and oversee depopulation procedures for a poultry production site 2. Plan and oversee house preparation and stocking procedures for a poultry production site 3. Monitor feed stocks and respond to feed quality and quality requirements 4. Maintain bio-security protocols in accordance with workplace standards |
|--|

Work Experience: Establish work relations with key support functions

Scope of work activities:

- | |
|--|
| <ol style="list-style-type: none"> 1. Establish work relationship with resource suppliers through formal meetings and site visits 2. Establish relationship with technical experts through formal meetings |
|--|

Contextualised Workplace Knowledge

- Standard policies and procedures.
- Reporting structures

Supporting evidence

- Physical site conditions and bio-security status
- Production records
- Minutes of meetings

Criteria for Workplace Approval

Physical Requirements

- Standard reporting documentation

- Poultry production unit

Human Resource Requirements

- Poultry farming expert trained in administering poultry problems
- Learner expert ratio of 1:5

Legal Requirements

- None specified in addition to requirements prescribed by applicable legislation.

Assignment to be prepared for or presented at the External Assessment

- Reports of previous identified poultry problems and the corrective measures taken
- Present completed workplace documentation on matters including reporting to authorised personnel