

Health and Safety

Competency **Successfully uses knowledge and skills ensuring Health and Safety is adhered to and good physical and emotional wellbeing is maintained throughout the business.**

Maintains good personal health and avoids injury through the use of Personal Protective Equipment (PPE).

Knows and understands the legislative requirements and codes of practice relating to the safe use of pesticides, fertiliser and other chemicals.

Observes stressed behaviours in themselves and in their workmates, and reacts appropriately to these.

Takes responsibility for their own health and wellbeing, manages their alcohol intake, is drug-free and follows health and safety guidelines in the workplace.

Knows and understands they have a duty of care to others to meet health and safety requirements in the workplace.

Knows and understands the importance of looking after team wellbeing, and can recognise if others are unwell.

Knows and understands the risks of alcohol intake, poor diet, and drug use on a business.

Knows and understands health, safety and wellbeing requirements around chemical use on a business.

Knows and understands the importance of looking after team wellbeing, and can recognise if others are unwell.

Knows and understands they have a duty of care to others to meet health and safety requirements in the workplace.

Knows and understands the risks of alcohol intake, poor diet, and drug use on a business.

Knows and understands the importance of personal hygiene, and the impact of zoonotic disease.

Knows and understands their own rights to a physically safe workplace.

Knows and understands the importance of hydration, nutrition, and sleep in relation to personal wellbeing.

Knows and understands own rights to an emotionally secure workplace, for example one that is free from bullying, and knows how to identify bullying.

Knows and understands the legislative requirements and codes of practice relating to the safe use of pesticides, fertiliser and other chemicals.

Knows and understands the reasons for safe manual handling in the workplace.

Knows and understands to follows health and safety guidelines in the workplace.

Knows and understands the importance of monitoring and recording near misses.

Knows and understands the importance of hydration, nutrition, and sleep in relation to personal wellbeing.

Knows and understands the importance of personal hygiene, and the impact of zoonotic disease.

Knows and understands own rights to an emotionally secure workplace, for example one that is free from bullying, and knows how to identify bullying.

Follows the business health and safety plan.

Maintains a high level of alertness of surroundings at all times, for example, is not under the influence of drugs or over tired.

Able to identify when First aid is needed and where to go for help.

Identifies hazards, understands safety procedures, and demonstrates safe work practices, able and trained to do a risk assessment on site to ensure each job is safe to carry out.

Job title

Protected horticulture production operative

Assists with managing surplus mixes of agrichemicals, decontaminating, cleaning and storing equipment, and completing documentation, as directed

Knows and understands health, safety and wellbeing requirements around chemical use on a business.

Knows and understands the importance of monitoring and recording near misses.

Knows and understands to follows health and safety guidelines in the workplace.

Knows and understands the business's responsibilities for health, safety and wellbeing in relation to land, people, and animals.

Knows and understands the reasons for safe manual handling in the workplace.

Knows and understands the business's responsibilities for health, safety and wellbeing in relation to land, people, and animals.

Knows and understands their own rights to a physically safe workplace.

Leadership

Competency

Supports a successful business by applying knowledge and skills and engages as a successful member of a high performing team.

Maintain the highest levels of honesty and integrity in dealing with others and carrying out work.

Assists in increasing workforce through inspiring others to work for the business.

Knows and understands on-business leadership, for example, how to consider different team members and communicate to a group.

Assists with problem solving.

Knows and understands that a good business team has open and honest communication, and regular constructive feedback.

Knows and understands their mistakes may result in consequences to their employer as well as themselves.

Knows and understands the way they communicate and how it affects others.

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Knows and understands on-business leadership, for example, how to consider different team members and communicate to a group.

Knows and understands their mistakes may result in consequences to their employer as well as themselves.

Thinks about consequences before they act, understands and reflects on their words, actions and behaviours, and the effect these may have.

Inspires others in the team to have a good work ethic that increases productivity.

Understands public perceptions of the industry.

Shows empathy and respect for people, animals and the environment, and shows care for other peoples' property.

Supports the business owner's values to achieve the business goals.

Follows directions of supervisors and managers, and works well with a diverse team to complete assigned tasks and meet goals.

Contributes towards a workplace where open and honest communication is encouraged, and proactively manages interpersonal conflict, demonstrating respect to all team members.

Attends and contributes to team meetings as required.

Speaks, listens and shares ideas appropriately, and asks questions when unsure or unclear.

Identifies and communicates any issues on-business to superiors.

Job title

Protected horticulture production operative

Knows and understands the way they communicate and how it affects others.

Strategy and Operations

Competency **Supports a successful business by applying knowledge and skills to work independently as a high achieving business operative.**

Is self-managing and responsible, is learning to manage time well to increase efficiency.

Knows and understands the importance of sustainable practices.

Knows and understands the importance of sustainable practices.

Knows and understands that accuracy is important for record keeping purposes and sustainable business models.

Knows and understands the importance of taking care of business equipment.

Works in a lean and effective manner to increase financial sustainability.

Recognises problems and when they need to seek advice or support, and uses initiative to find or ask for solutions.

Knows and understands the importance of taking care of business equipment.

Arrives at work on time with appropriate clothing and equipment to complete a work day, completes jobs, and takes appropriate breaks (uses company clothing/equipment if provided).

Demonstrates curiosity about the job, business and industry, and is motivated to work towards goals by learning new tasks, skills and information.

Uses basic literacy and numeracy skills to good effect, and if skills are lacking, puts in place practices to counter this.

Takes into account available information to make reasoned decisions.

Demonstrates adaptability and flexibility in new and changing situations.

Identifies and assesses options before making a decision to ensure a positive outcome.

Develops pride in how they contribute to their business's performance.

Recognises mistakes made, accepts advice and learns from feedback.

Participates positively and proactively in staff training and appraisals.

Knows and understands what a good work ethic is and why this is important to enhance a business.

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Contributes to the team culture to support the business's values and goals.

Knows and understands that accuracy is important for record keeping purposes and sustainable business models.

Environment

Competency **Supports a successful business by ensuring the efficient use of water that enhances the quality of production, the health of humans and animals and environmental benefits**

Follows plans for accurate applications of all inputs to ensure that water pollution is avoided.

Identifies and reports leaks and implements emergency procedures to avoid wasting water.

Implements, mechanisms and techniques for collecting clean water.

Identifies areas where water is lying on the surface, poaching problems are evident and erosion has occurred.

Follows an irrigation schedule to enhance crop growth and yield.

Job title

Protected horticulture production operative

Follows relevant management practices to ensure soil erosion does not occur.

Recognises areas prone to flooding and drought.

Identifies the main activities that may create a risk to water quality.

Identifies the pollution risks that may impair water quality.

Complies with any legal requirements for water use.

Assists with identification of areas where water could be saved.

Knows and understands how the business's waste water and effluent system works and ensures good practice on-business.

Knows and understands that pollution risk areas are a threat to water quality.

Knows and understands that soil erosion can be reduced through soil management techniques.

Knows and understands key points of legislation regarding water usage.

Complies with the legislative requirements for water use.

Quality and Control

Competency **Supports a successful business through application of knowledge and skills to control the quality of business production.**

Knows and understands the importance of traceability.

Knows and understands customer requirements and their impacts on farm produce production.

Knows and understands the importance of traceability.

Knows and understands the procedures and controls to ensure all products meet the standards as stipulated in the Quality Assurance Manual and Food Safety Field Operations Manual.

Knows and understands customer requirements and their impacts on crop production.

Ensures all products meet the standards as stipulated in the Quality Assurance Manual and are delivered in a timely manner.

Knows and understands the procedures and controls to ensure all products meet the standards as stipulated in the Quality Assurance Manual and Food Safety Field Operations Manual.

Financial Management

Competency **Supports a successful business through knowledge and skills which ensure financial sustainability.**

Knows and understands, in general terms, business income and expenses.

Knows and understands benchmarking and key pieces of data for the business.

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Knows and understands benchmarking and key pieces of data for the business.

Knows and understands the costs associated with jobs on-business.

Develops and monitors own personal budgets and finances to achieve financial targets.

Knows and understands the costs associated with jobs on-business.

Environment and Soil/ Growing Media

Competency **Supports a successful enterprise through knowledge and skills that enhance sustainability of the business and the environment through careful management of the soil.**

Knows and understands the relevance of appropriate land drainage.

Knows and understands the relevance of appropriate land drainage.

Job title

Protected horticulture production operative

Sets up, calibrates and tests the range of equipment available, to ensure its in good and safe working order.

Complies with the business's nutrient management plan.

Ensures the appropriate range of equipment is available and in good working order.

Keeps up-to-date records for the nutrient management plan.

Prevents contamination of soil by disposing of waste products in line with legislation (waste regulations).

Complies with the regulations governing the control of pollution from relevant facilities and materials.

Carries out remedial drainage work, as required and instructed.

Follows the management programme for growing crops

Environment

Competency

Supports a successful productive and sustainable business through knowledge and skills which promote good environmental practice.

Ensures waste is minimised and resources are used efficiently.

Ensures the optimal use of valuable by-products and separate clean and dirty water to minimise pollution risks.

Fosters good relations with the local community to communicate the benefits of Integrated Farm Management (IFM).

Undertakes hedge cutting and ditch clearing to minimise the impact on flora and fauna.

Assists with the creation of a plan to encourage greater biodiversity and conserve habitats, and involve staff and contractors in conservation planning and implementation.

Assists with the identification of key habitats and audit biodiversity on the business.

Works safely and effectively to reduce environmental impacts.

Recycles waste where possible and dispose of non-recyclable waste in accordance with best practice.

Assists with the monitoring of energy use and cost.

Applies precision business techniques to optimise nitrogen fertiliser inputs to reduce whole business energy usage.

Follows plans and adheres to targets to reduce emissions and energy use.

Complies with Duty of Care and other waste regulations.

Demonstrates an understanding of, and willingness to apply, environmental management and Integrated Pest Management (IPM) principles.

Complies with the regulations around plastic waste (Reduce, Reuse, Recycle).

Knows and understands the legislation with regard to predators and vermin control.

Complies with requirements and consent conditions relating to pollution control.

Knows and understands the impact of key pollutants on the environment, animal and human health, and local communities.

Ensures that all legislation is complied with as instructed.

Knows and understands the principles of the waste hierarchy as related to the business and is able to adhere to the waste management plan.

Knows and understands that slurries and manures are not deemed as waste, if spread for agricultural benefit.

Job title

Protected horticulture production operative

Knows and understands the rules and regulations concerning gun safety, and if appropriate, has a gun licence.

Knows and understands the impact of Greenhouse Gas Emissions (GHGs) on climate change and the government agenda (Net Zero).

Knows and understands the legislation with regard to odour and the impact on neighbours.

Demonstrates an awareness of, and complies with, the regulations governing the control of pollution from relevant facilities and materials on the business.

Knows and understands the implications of the duty of care for EC Waste Framework Directive, Hazardous Waste regulations.

Business Sustainability

Competency

Supports and enhances a successful business through the use of knowledge and skills following strategic and operational plans.

Knows and understands how to access business policies and procedures, and can effectively follow these as directed.

Knows and understands the value of accurate record keeping and effectively maintains records for which they have responsibility.

Knows and understands how their role and actions contribute to the efficiency of how the business operates.

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Knows and understands how their role and actions contribute to the efficiency of how the business operates.

Knows and understands appropriate record keeping requirements as per business policy.

Assists in improving the performance of the production system through good communication and operational best practice.

Identifies and acts on opportunities for operational improvement.

Knows and understands appropriate record keeping requirements as per business policy.

Knows and understands how to access business policies and procedures, and can effectively follow these as directed.

Protected Environment and Productivity

Competency

Supports practices of a successful protected environment through knowledge and skills which maximise plant productivity.

Knows and understands how substrates / growing media support plant growth.

Applies industrial acids, as per instructions, to nutrient solutions as required.

Knows and understands how structural integrity assists in maximising crop growth, ensures health and safety and enhances business operations.

Knows and understands the maintenance of protected structures as per organisational requirements.

Knows and understands how to mix soluble nutrients within a closed system.

Knows and understands how to replace cladding materials.

Applies nutrients, as per instructions, to a closed nutrient solution system.

Knows and understands how the protected environment affects plant yield including light levels, temperature, humidity and CO2 levels.

Knows and understands how cladding material maximises crop yield.

Monitors protected structures to ensure structural integrity.

Job title

Protected horticulture production operative

Knows and understands how to maintain closed cropping systems to achieve high crop yield.

Knows and understands that plant growth can be enhanced or held back through different environmental conditions.

Undertakes maintenance of closed cropping systems as instructed to ensure high cropping yields.

Prepares substrate / growing media as per instruction to maximise plant growth.

Operates environmental control, as per instruction to assist with management of cropping cycles.

Operates environmental control as per instruction, to ensure the desired quality and yield of crop.

Undertakes the replacement of cladding materials in line with management plans.

Monitors condition of cladding materials to ensure maximum benefit to crop yield.

Undertakes maintenance activities of protected structure to ensure a safe and productive environment.

Knows and understands the relevant legislation regarding the storage and use of fertilisers and industrial acids.

Crop Production

Competency

Supports successful crop production through applying knowledge and skills that assists with smooth planning of crop production.

Knows and understands the requirement for record keeping and maintains records appropriately.

Knows and understands the requirement for record keeping and maintains records appropriately.

Self assesses own skills to ascertain the need for familiarisation to prepare, test, calibrate and set up equipment.

Demonstrates an awareness of choice of varieties relevant to conditions and market requirements.

Harvest

Competency

Supports successful crop production through knowledge and skills which ensure successful harvesting and storage of crops at post-harvest.

Knows and understands health and safety requirements related to vehicles on roads.

Knows and understands key points of relevant conservation requirements.

Knows and understands health and safety requirements related to vehicles on roads.

Knows and understands key points regarding health and safety requirements related to hygiene.

Knows and understands chemical and mechanical techniques for maintaining crop quality.

Knows and understands the requirements of the pre-defined sales programme and communicates any discrepancies to their line/business manager.

Knows and understands chemical and mechanical techniques for maintaining crop quality.

Prepares and calibrates machines for harvest.

Knows and understands key points regarding health and safety requirements related to hygiene.

Knows and understands key points of relevant conservation requirements.

Carries out harvest operations, understanding quality and quantity expectations.

Ensures efficient production through modelling best practice and following business procedures.

Recognise when crop is ready for harvest.

Job title

Protected horticulture production operative

Stores crops in suitable conditions to maintain quality.

Assesses soil conditions before crop is harvested.

Knows and understands the requirements of the pre-defined sales programme and communicates any discrepancies to their line/business manager.

Works independently under exceptional circumstances such as equipment breakdown, inclement weather etc.

Plant Health and Productivity

Competency **Supports successful crop production through knowledge and skills which maximise productivity and ensure plant health.**

Knows and understands crop irrigation needs and how this affects yield.

Ensures optimum fertiliser application as per agreed rates.

Ensures optimum digestate application as per agreed rates.

Operates the irrigation equipment effectively through agreed procedures.

Complies with legal, customer and employment procedures and Codes of Practice and commit to implementing them in the production of crops.

Knows and understands crop physiology and development process and how they affect crop management.

Knows and understands the impact of key weeds, pests and diseases on the crop

Identifies key weeds, pests and diseases and reports their presence.

Knows and understands relevant legislation and the basic principles of Integrated Pest Management and its practical application.

Ensures crops are grown to the required standards and specification, continuity, quality, volume and yield and meet the min standard requirements including relevant crop protocols and assurance schemes.

Knows and understands legal, customer and employment procedures and Codes of Practice and commits to implementing them in the production of crops.

Knows and understands crop physiology and development process and how they affect crop management.

Knows and understands the impact of key weeds, pests and diseases on the crop

Knows and understands crop health and nutrition and is aware of relevant legislation and complies with them

Knows and understands relevant legislation and the basic principles of Integrated Pest Management and its practical application.

Knows and understands crop irrigation needs and how this affects yield.

Knows and understands legal, customer and employment procedures and Codes of Practice and commits to implementing them in the production of crops.

Knows and understands crop health and nutrition and is aware of relevant legislation and complies with them

Ensures optimum organic manure application as per agreed rates.

Technology, Machinery and Vehicles

Competency **Supports successful technical operations through knowledge and skills of technology, machinery, vehicles and structures that enhances production and business viability.**

Knows and understands which driving licences are needed and when the renewal period is due, relevant to the job.

Checks and drives a basic wheeled tractor with an attached implement on flat or hilly terrain.

Develops strategies to manage personal and external factors that may contribute to injury at work.

Holds certificates or undertakes training with other farm machinery applicable to role.

Knows and understands the business security process.

Knows and understands basic vehicle maintenance and operation, including setting up and calibration to achieve required results.

Knows the importance technology plays within the industry and the opportunities available to them to use technology.

Knows and understands how electronic systems work on-farm and what their role is.

Knows and understands the value of collecting good quality data and how it can be used to make decisions.

Knows and understands the business policy around use of mobile and smart phones for business and personal use at work.

Knows and understands how to use technology-based systems to collect data to improve efficiency of operations.

Knows and understands how to adapt their driving giving due care, respect and attention to conditions (slope, wet, etc), risks (overhead power cables, low buildings etc) and when towing loads.

Wears a suitable helmet when using an ATV.

Knows and understands how to select correct fuel when operating vehicles and machinery.

Ensures responsible driving giving due care, respect and attention to others on site and on roads.

Knows and understands how to operate machinery safely.

Knows and understands the business security process.

Knows and understands basic vehicle maintenance and operation, including setting up and calibration to achieve required results.

Knows the importance technology plays within the industry and the opportunities available to them to use technology.

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Knows and understands the value of collecting good quality data and how it can be used to make decisions.

Knows and understands the business policy around use of mobile and smart phones for business and personal use at work.

Knows and understands how to use technology-based systems to collect data to improve efficiency of operations.

Knows and understands how to adapt their driving giving due care, respect and attention to conditions (slope, wet, etc), risks (overhead power cables, low buildings etc) and when towing loads.

Knows and understands how to safely operate a light utility vehicle (LUV), with trailed equipment or a mounted load, on flat or hilly terrain.

Knows and understands how to select correct fuel when operating vehicles and machinery.

Knows and understands which driving licences are needed and when the renewal period is due, relevant to the job.

Knows and understands how to operate machinery safely.

Knows and understands how to safely operate a light utility vehicle (LUV), with trailed equipment or a mounted load, on flat or hilly terrain.

Job title

Protected horticulture production operative

Assists with erecting, maintaining and repairing electric and non-electric fences, walls and other boundaries and field separation features, as directed.

Ensures familiarity with farm layout.

Ensures familiarity with key locations.

Holds certificates where needed and has undergone appropriate training to operate storage, warehouse and packhouse machinery used on farm.

Uses and looks after fencing tools effectively.

Demonstrates experience using computers, smartphones, and apps.

Demonstrates confidence using computers, smartphones, and apps, and uses technology-based systems to collect data to improve the quality of the workplace where applicable.

Demonstrates confidence linking technology with implements, computers, smartphones and apps, etc and collect data to improve efficiency and accuracy of operations.

Applies the value of collecting good quality data and how it can be used to make decisions.

Identifies problems, faults and inconsistencies requiring action.

Demonstrates familiarity with range of other technologies and aids on the farm.

Applies the value of collecting good quality data and how it can be used to make decisions.

Holds a current and relevant driver's licence.

Demonstrates appropriate instruction, training and certificates for driving vehicles used on farm.

Follows effective building management practices as per business policy and procedures.

Environment

Competency **Supports successful technical operations with knowledge and skills which ensures sustainable land use that enhances business and the environment.**

Assists with water-related tasks.

Knows and understands the importance of good management practice around land cultivation, and how their actions impact on the environment.

Knows and understands the role nutrients play in farm systems, and the importance of good nutrient management.

Knows and understands the key points about the farm environment plan and how they contribute to it.

Knows and understands how to dispose of and tidy up farm waste.

Knows and understands that no stock are allowed in or around waterways, and reports any stock in areas they should not be to senior staff.

Knows and understands the need for efficient use of water.

Knows and understands legal requirements around water use, and reports any issues to senior staff.

Recruitment and Retention

Competency **Supports the business through use of knowledge and skills to fulfil employment obligations and plan career development.**

Knows and understands own rights around employment agreements, minimum wage requirements, and formal accommodation agreements (where applicable), and knows how to communicate any issues to superiors.

Knows and understands own rights around work time and workload, and to a reasonable work/life balance.

Job title

Protected horticulture production operative

Knows and understands all employment obligations including specific responsibilities, accommodation agreements, minimum wage requirements, records of holidays and leave, hours worked and wages paid.

Knows and understands the true hourly rate they are being paid, and that remuneration is linked to their skills and responsibilities.

Knows and understands own rights around employment agreements, minimum wage requirements, and formal accommodation agreements (where applicable), and knows how to communicate any issues to superiors.

Knows and understands their own training requirements for ongoing self-development, and to achieve their goals.

Knows and understands own rights around work time and workload, and to a reasonable work/life balance.

Knows and understands the true hourly rate they are being paid, and that remuneration is linked to their skills and responsibilities.

Knows and understands their own training requirements for ongoing self-development, and to achieve their goals.

Abides by all employment obligations including specific responsibilities, accommodation agreements, minimum wage requirements, records of holidays and leave, hours worked and wages paid.

Ensures accurate records are kept for leave, hours worked, and wages paid.

Focuses on their career development goals, and has a clear plan to achieve this.

Knows and understands all employment obligations including specific responsibilities, accommodation agreements, minimum wage requirements, records of holidays and leave, hours worked and wages paid.

Waste Management

Competency

Supports the management of production through knowledge and skills that ensure the effective management of waste, in line with legal requirements

Prevents contamination of soil by disposing of waste products in line with legislation (waste regulations).

Complies with the regulations governing the control of pollution from relevant facilities and materials.

Undertakes activities with both solid and liquid farm manures and effluents in line with legislation and business policies and procedures as directed.

Knows and understands farm procedure in relation to disposal of used disinfectants,

Knows and understands how liquid farm manure and effluent systems operate, and knows their responsibilities and what happens if problems occur.

Knows and understands environmental protection practices of the system used for handling and storing both solid and liquid farm manures and effluents.

Knows and understands the legal requirements of handling and storing both solid and liquid farm manures and effluent, and how effluent can the impact the environment.