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## Overview

This standard covers the co-ordination of harvesting operations.

This standard is relevant to those whose role has significant responsibility in co-ordinating harvesting operations. You will be involved in setting up harvesting operations and ensuring that activities are carried out to meet specifications. You will need a considerable level of knowledge of production requirements, harvesting methods, resource constraints and crop conditions.

Harvesting may be carried out manually or mechanically. Harvesting methods will depend on the type of crop involved and the customer or market requirements.

**Performance  
criteria**

**You must be able to:**

- P1 assess the risks associated with the site and the required activity
- P2 ensure the working methods for harvesting are established and clearly communicated
- P3 confirm that the crop is in a condition ready for harvesting in accordance with production specifications
- P4 where the condition of the crop is not suitable for harvesting take the appropriate action
- P5 identify harvesting methods and processes which are effective, efficient and in accordance with production specifications
- P6 identify and establish the availability of resources required for harvesting operations
- P7 establish and implement relevant measures to maintain hygiene and biosecurity during harvesting
- P8 establish measures for the recycling or disposal of waste from harvesting operations
- P9 ensure equipment is used and maintained in a safe, clean and effective condition throughout
- P10 ensure the harvested product is handled in a way which maintains product quality and minimises damage
- P11 monitor harvesting operations and make any necessary adjustments to improve the process or maintain the quality of the product
- P12 ensure that environmental and health and safety policies and risk assessment requirements are put into practice across your area of responsibility
- P13 ensure records are completed in line with specifications

**Knowledge and understanding**

You need to know and understand:

- K1 how to identify hazards and assess risks
- K2 how to interpret risk assessments
- K3 the stages of plant development
- K4 how to recognise when a crop meets the specifications
- K5 actions to take when the crop is not ready for harvesting
- K6 methods of harvesting appropriate to various crops and customer requirements
- K7 the importance of ensuring that the activity is completed in accordance with specifications
- K8 methods of maintaining hygiene and biosecurity and the reasons why this is important
- K9 methods for the recycling or disposal of waste created during harvesting
- K10 how to determine the resources required to carry out harvesting operations
- K11 the equipment required for the job and how to ensure that it is used and maintained in a safe and effective condition
- K12 the adjustments to harvesting operations which may be required
- K13 how to maintain the quality of the product and minimise damage
- K14 problems which may arise during harvesting and how these may be resolved
- K15 actions to take in the event of the crop product failing to meet specifications
- K16 the appropriate records to be kept and their significance
- K17 your responsibilities under current environmental and health and safety legislation and codes of practice

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## Glossary

Specifications: drawings, schedules, method statements, Standard Operating Procedures (SOPs), manufacturers' guidelines, customer requirements.

Instructions: verbal or written.

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