



BEEKEEPING Level-II

Learning Guide-03

Unit of Competence: Assisting in
Construct and Repairing of Beehives

Module Title: Assisting in Constructing
and Repairing of Beehives

LG Code: AGR BKGI M12LO3-LG-07

TTLM Code: AGR BKGI

M12sTTLM 0919v1

LO 3: Clean work area



Instruction Sheet	Learning Guide #12
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This learning guide is developed to provide you the necessary information regarding the following content coverage and topics-

- Returning materials to store or disposed in proper manner
- Maintaining and cleaning equipment in stored proper manner
- Reporting work outcomes to supervisor or noting an enterprise records,

This guide will also assist you to attain the learning outcome stated in the cover page. Specifically, upon completion of this Learning Guide, you will be able to –

- Return materials to store or disposed in proper manner
 - Maintain and cleaning equipment in stored proper manner
 - Reports work outcomes to supervisor or noting an enterprise records,
- Learning Instructions:**

1. Read the specific objectives of this Learning Guide.
2. Follow the instructions described in number 1 to 12.
3. Read the information written in the “Information Sheets 1”. Try to understand what are being discussed. Ask you teacher for assistance if you have hard time understanding them.
4. Accomplish the “Self-check 1” in page 5.
5. Ask from your teacher the key to correction (key answers) or you can request your teacher to correct your work. (You are to get the key answer only after you finished answering the Self-check 1).
6. If you earned a satisfactory evaluation proceed to “Information Sheet 2”. However, if your rating is unsatisfactory, see your teacher for further instructions or go back to Learning Activity #1.
7. Submit your accomplished Self-check. This will form part of your training portfolio.



8. Read the information written in the “Information Sheet 2”. Try to understand what are being discussed. Ask you teacher for assistance if you have hard time understanding them.
9. Accomplish the “Self-check 2” in page 8.
10. Ask from your teacher the key to correction (key answers) or you can request your teacher to correct your work. (You are to get the key answer only after you finished answering the Self-check 2).
11. Read the information written in the “Information Sheets 3 . Try to understand what are being discussed. Ask you teacher for assistance if you have hard time understanding them.
12. Do the “LAP test” in page 54 (if you are ready). Request your teacher to evaluate your performance and outputs. Your teacher will give you feedback and the evaluation will be either satisfactory or unsatisfactory. If unsatisfactory, your teacher shall advice you on additional work.

Information Sheet-1	Return materials to store or disposed in proper manner
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1. after finished your work you can apply 3s procurers

For safe work always apply souring, set in order, shoeing on all parts of your shop include your self

Cleaning. It means cleaning equipment, facilities and floor space in the workplace, and ensures that they are in good operating

it is better clean and disinfect hives after accomplishing of works.

Make sure that you do so quickly and safely.

Instructions:

1. Close up the hive to prevent bees and other hive materials from escaping during destruction.
2. Dig a hole, and start a small fire in the hole.



3. Add the hive and all its contents as well as any potentially infectious tools like gloves and brushes.

4. After the hive has burned down to ashes, bury the ashes

Use of cleaning

- **To avoid rodent**
- **To prevent disease**
- **To make safe working area**
- **To produce quality hive products/**

Self test-1	Writing
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1, White safety instructions? (3point)

2, what are use of cleaning? (3point)

Satisfactory 3point and above unsatisfactory below 3 point

Name -----date-----



Information Sheet-2	. Maintain and cleaning equipment in stored
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2.1 Maintain *Maintenance*

Total productive maintenance (TPM) is an innovative Japanese concept which can be traced back to 1951. TPM aims at maximizing equipment effectiveness throughout the entire life of the equipment. TPM can be considered as the medical science of machines. TPM involves everyone in all departments and at all levels; it motivates people for plant maintenance through small-group and voluntary activities, and involves such basic elements as developing a maintenance system, education in basic 5S, problem-solving skills, and activities to achieve zero breakdowns. Top management must design a system that recognizes and rewards everyone's ability and responsibility for TPM. TPM training is conducted with the emphasis on such basics as how the machines work and how to maintain them in the workshop.

The goal of TPM is the total elimination of all losses. Overall Equipment Effectiveness (OEE) allows to quantify the 6 major types of equipment losses. These are:

- 1) *Breakdowns* are times when equipment breaks down due to failure and isn't available when we need it to be.
- 2) *Setup and adjustment losses* occur when we're working to prepare equipment to run a different type of product. (e.g. exchange of dies in injection molding machines, etc.)
- 3) *Idling and minor stoppages* (abnormal operation of sensor, etc.).
- 4) *Reduced speed* (discrepancies between designed and actual speed of equipment)
- 5) *Defects in process and rework* (scrap and quality defects requiring repair). These occur when our machines produce bad parts. These are especially devastating losses since the time the machines spent producing the bad parts is wasted and chances are good that the machine will have to spend additional time reworking the part or producing a new part altogether.
- 6) *Reduced yield* between machine startup and stable production.



2.2 Maintain and cleaning equipment in stored

Maintain is increase the shelf life of the materials include tools, so in order to safe your money maintain, repairing and cleaning of PPE, tools and materials.

Ways to get and keep people involved in maintaining health and safety

A safe workplace requires the active involvement of all people who work in the business or organization. The important thing is that all employees must have a way to have their OHS concerns brought to the attention of 'management' and that employees are consulted about how risks will be managed in the workplace.

Better outcomes are achieved when there is a wide range of ideas about health and safety issues on the farm and how to fix them. Hence, there is usually greater commitment to decisions because everyone is involved in reaching them.

Ways to get and keep people involved

- Work directly with the people who do the jobs in each part of the farm to identify hazards, assess risks and come up with solutions.
- Set regular times to discuss health and safety, such as at weekly job planning meetings, and ensure time is allocated specifically to health and safety matters. Some businesses have occupational, health and safety committees that keep minutes and actions from their meetings.
- Provide a good role model and insist that the farm safety protocols you have established are followed.
- A record of consultation is good practice and may help demonstrate compliance.

2.3 Incorporating OHS in to a work place

Simply having a written OH&S policy is not enough to meet obligations regarding workplace health and safety. To ensure the OH&S policy is effective, there should be a plan for putting the words into meaningful actions. Some ways of doing this include:

- ❖ providing health and safety orientation for new staff;



- ❖ providing health and safety orientation for current staff who start new job tasks, move to new locations, or use new tools, equipment or work processes;
- ❖ providing health and safety training on an on-going basis; including health and safety responsibilities and performance objectives when hiring and evaluating staff;
- ❖ recognizing, evaluating and controlling hazards;
- ❖ conducting regularly scheduled workplace inspections;
- ❖ establishing procedures for reporting and investigating accidents/incidents;
- ❖ documenting and recording health and safety related activities; and
- ❖ Monitoring management and staff to ensure they are carrying out their health and safety responsibilities.

Ensuring success

Part of a successful OH&S policy is ensuring that all workers are aware of its contents. This can be accomplished through:

- ✓ OH&S training;
- ✓ distributing a copy to all workers;
- ✓ including it in policy and procedure manuals;
- ✓ postings on notice board(s);
- ✓ safety talks and meetings; and

A positive example set by management (i.e. how they respond to safety issues, how they carry out their roles and responsibilities, how they enforce the OH&S policy). Maintaining an OH&S policy is as important as developing and implementing it and is necessary for its effectiveness.

Health and safety is not something to be entered into and then forgotten. It is an ongoing process that requires continuous attention of employers, workers, and the WH&S representative/OH&S committee members. These individuals must keep up-to-date with changes in legislation and other areas that affect workplace health and safety. An OH&S policy should be reviewed yearly and revised as required to ensure it continues to effectively reflect the specific needs of the workplace

Self test-2	Writing
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Write short answer

1, what are 6 measure type of equipment loos?(3point)

Satisfactory 3point and above unsatisfactory below 3 point

Name -----

date-----

Information Sheet-3	Report work outcomes and performance record keep
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Training and recordkeeping

Training

- First aid training should be completed by the head beekeepers.
- Fire extinguisher training should be completed by anyone who may be expected to use a fire extinguisher. Training is required annually.

Recordkeeping



- The department or organization sponsoring the beekeeping shall retain completed liability release forms for all participants for at least three years after the last beekeeping activity by each individual.
- The department supplying the training shall maintain training documentation.
- A beekeeper record performance of hives.

training and recordkeeping

first aid training

it is recommended that at least one person from each department, per shift, be trained in first and aid.

training of employees in basic first aid, cardiopulmonary resuscitation (caper) and automated external defibrillator (aid) is encouraged and/or required under certain conditions.

employees required to be trained in first aid, caper, and aid include the following:

- employees who work on or are associated with exposed lines or equipment energized at 50 volts or more or in areas with direct exposure to arc flash hazards; and
- emergency responders.

it is highly recommended that the following employees be trained in first aid, cpr, and aed:

- residence hall rag's; and
- Those who work in athletic and recreational facilities.

in general, employees identified as first aid-trained (first responder) for the purposes of meeting this requirement do so as a collateral duty. in that, providing first aid or other medical assistance is not their primary job assignment. in addition, in the context of this program, a "good Samaritan" is a person who volunteers assistance, as a personal choice, to a person in medical need.



each employee who completes the items or unlock sponsored first aid course will receive a first aid certificate which serves as documentation. in addition, items and unlock maintains training records for all sponsored courses and can arrange for replacement of lost first aid certificates.

Bee keeper Reports include

- Yield of honey
- Yield of wax
- Material cost
- Quality of wax and honey
- Cost of labor etc

Self test-3	Writing
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- Write short answer
- 1, A bee keeper report include some of activities such as_____
- _____
- _____ ?(3point)
- Satisfactory 3point and above unsatisfactory below 3 point
- Name ----- date-----
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Lab test	Demonstration
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- Task1**, clean all equipments your work shop
- Task2**,your materials is used to hive contraction
- Task3** report materials which are scars to hive contraction

References



- [IU Injury and Illness Program](#)
- [IU Workers Compensation](#)
- [IU First Aid Program](#)
- [IUEHS Beekeeping Program PDF](#)