

**NATURAL RESOURCES CONSERVATION AND
DEVELOPMENT LEVEL II**

Learning Guide -29

Unit of Competence: - Participate in Plantation Work

Module Title: - Participating in Plantation Work

LG Code: AGRNRC2 M03 0919 LO1-LG-29

TTLM Code: AGRNRC2 TTLM 0919v1

LO 5- Record, Document and report inputs

This learning guide is developed to provide you the necessary information regarding the following content coverage and topics –

Assessing and preparing planting site

- Recording and documenting forest tree seedlings
- . Reporting Problems or difficulties or hazards
- . Recording and Reporting Work outcomes

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

- Record and document All field forest tree seedlings planting and tending activities daily basis in standard organizational formats
- Report Problems or difficulties or hazards information in completing work to required standards or timelines to appropriate personnel.
- **Record and report** Work outcomes in standard format to the supervisor

Learning Instructions:

1. Read the specific objectives of this Learning Guide.
2. Follow the instructions described below 3 to 6.
3. Read the information written in the information “Sheet 1, Sheet 2, and Sheet 3”.
4. Accomplish the “Self-check 1, Self-check t 2 and Self-check 3” in **page -3, 6 and 9** respectively.

Information Sheet-1	Recording and documenting forest tree seedlings
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5.1. Recording and documenting forest tree seedlings

In the event of an emergency, the property should have documentation readily available to employees and emergency services to respond appropriately in the event of an emergency. This information should be displayed or kept on the premises in a place that is easily accessible to the emergency services (for example in the office, workshop or located at the main entrance of the property).

The documentation should be housed in an unlocked holder of substantial weatherproof construction and marked 'Emergency information box'. Contents to be available in the 'Emergency information box' should include, but are not limited to:

- property plan

- emergency contact listing
- chemical register and manifest

-Safe disposal of waste materials

-All waste materials should be safely disposed according to approved discharge system. Safe disposal of waste materials may involve the removal and/or disinfestations of organic waste, use of mixing site and neutralizing pits for disposal of chemicals and cleaning products, recycling seed trays, poly trays, bags, and recycling waste water.

Self-Check	Written Test
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Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

1. What is documentation? (5)
2. Write the 'Emergency information box' should include, but are not limited to:

Note: Satisfactory rating - 18points

Unsatisfactory - below 18 points

Answer Sheet

Score = _____
Rating: _____

Name: _____

Date: _____

Short Answer Questions

1. _____
2. _____

5.2. Reporting Problems or difficulties or hazards

5.2.1. Some health and safety issues for tree planters

Tree planters face a variety of physical, biological, chemical, ergonomic and safety hazards.

These include:

- Insect bites or stings.
- West Nile virus (mosquitoes).
- Lyme disease or rocky mountain spotted fever
- Rabies.
- Allergic reaction to plants.
- Exposure to bird or rodent droppings:
- Exposure to chemicals.
- Risk of pain or injury from working in awkward positions, performing repetitive tasks or lifting.
- Risk of injury from hitting a hidden rock with a shovel.
- Exposure to extreme temperatures or other extreme weather conditions.
- Driving - vehicle safety hazards.
- Slips, trips and falls.
- Working with chainsaws and other tools/equipment.
- Stress.
- Working alone.
- Extended work days.

5.2.2. Some preventive measures for tree planters

- Learn safe lifting procedures.
- Keep tools and equipment in good working order.
- Use appropriate personal protective equipment (PPE) for the task.
- Wear appropriate footwear.
- Avoid awkward postures and repetitive manual tasks, or take frequent breaks.
- In the warmer months, cover up for protection from sun, heat and insects.
- Stay hydrated.
- In vehicles, always wear a seatbelt.

5.2.3. Some good general safe work practices

- Use safety procedures for:
 - Safe lifting
 - Selection, use, maintenance and storage of PPE
 - Working with pesticides and other substances
 - Using chainsaws and other tools or equipment
- Follow company safety rules.
- Learn about chemical safety, (Material's Safety Data Sheets) MSDSs.
- Know how to report a hazard.
- Follow good housekeeping procedures.

Self-Check	Written Test
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Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

1. Write the Some good general safe work practices (10)

Note: Satisfactory rating – 5 points

Unsatisfactory - below 5 points

Answer Sheet

Score = _____
Rating: _____

Name: _____

Date: _____

Short Answer Questions

1. _____

2. _____

5.3. Recording and Reporting Work outcomes

5.3.1. Reporting work outcomes

Proper labeling and record keeping are required in order to keep track of species and seedling batches produced. This is particularly important when several provenances or cultivars of the same species are raised in the nursery. The minimum information required includes:

- Species name and provenance, source of seed (e.g., own collection, name of seed dealer).

- Date of sowing.
- Number or quantity (in g) of seeds sown.
- Location and or condition of germination (e.g., seed bed, heated, sand).
- Germination percentage (or number of seedlings emerged).
- If unavoidable: date of pricking out.
- Type and size of containers.
- Substrate used.
- Any treatment given during nursery period – such as fertilizer (when, which, how much), shade (density), pest and disease control (when, which pest/disease, which method used, product name, concentration).
- Date and number of seedlings removed – and reason (e.g., diseased, damaged, bad development).
- Date and number of seedlings harvested for experimental reasons, sold, planted or given out.

Simple entries in a nursery logbook are sufficient, although a variety of computerized systems have been developed that may be more convenient if a large number of batches are being raised. A batch of seedlings should be given a unique serial number at sowing, which is retained until the last seedling of this batch has left the nursery

Self-Check	Written Test
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Directions: Answer all the questions listed below. Use the Answer sheet provided in the next page:

1. What is reporting work out come? (6)

Note: Satisfactory rating - 3points

Unsatisfactory - below 3 points

Answer Sheet

Score = _____
Rating: _____

Name: _____

Date: _____

Short Answer Questions

1. _____

2. _____

Reference

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