

Agricultural Business & Supply Management

1. Overview

This programme equips learners with the knowledge and practical skills required to manage agricultural enterprises using sound business, financial, production and sustainability principles. Participants will develop competencies in agricultural data management, financial literacy, marketing, stock control, production management, human resource management, food safety, enterprise selection, agri-tourism and permaculture. The programme prepares participants to operate farming enterprises as profitable, sustainable businesses while complying with food safety, environmental and industry standards.

2. Programme Outcome:

- Monitor, collect, collate and report agricultural data accurately
- Apply mathematical principles to manage personal and agricultural finances
- Calculate costs, profits, budgets, interest and financial performance
- Apply marketing principles to agricultural products and services
- Conduct basic market research and develop marketing strategies
- Control agricultural inputs and stock using appropriate inventory systems
- Apply record-keeping and storage procedures in agribusiness
- Explain production systems and production management principles
- Apply basic management practices to improve agricultural productivity
- Explain the principles of human resource management within agricultural workplaces
- Support food safety and quality management systems throughout the agricultural supply chain
- Identify factors influencing agricultural enterprise selection
- Evaluate agricultural business opportunities using business principles
- Participate in agri-tourism and communicate agricultural activities to visitors
- Interpret and apply permaculture principles to promote sustainable agricultural production
- Apply sustainable business practices that improve profitability and environmental responsibility

Qualification:	Certificate of Completion
Duration:	4-Months
Programme Type:	Category B – Workplace-Based Learning Programme
Programme ID:	PA0503
SAQA US:	116080, 7469, 116126, 116122, 116115, 116113, 116070, 116081, 116069, 116109
NQF Level:	2
Credits:	24
Entry Requirements:	Communication at NQF Level 1
Training Options:	Online - Each participant will receive access to an online portal, where all programme materials and resources are available. Training is delivered fully online, and participants will join scheduled Microsoft Teams sessions facilitated by a trainer. This mode provides flexibility and allows learners to participate from any location.

**A choice of leveraged programmes for any person,
At any level, in any department, of any company, in any industry.**

Blended - Blended learning combines both online and face-to-face training. Participants receive access to an online portal for online content, resources, and self-paced activities. They also attend scheduled in-person contact sessions with a facilitator, either at the client's premises or providers campus. This approach offers the flexibility of online learning with the added support of guided, interactive sessions.

Face-to-Face - Each participant will receive training resources, which contains all programme materials and resources. Training is delivered through onsite contact sessions, either at the client's premises or providers campus, where a facilitator conducts the sessions in a classroom environment.

Minimum Participants Required: (1) Online, (1) Blended & (1) Face-to-Face

3. Programme Content

- **(116080 US):** Monitor, collect and collate agricultural data
- **(7469 US):** Use mathematics to investigate and monitor the financial aspects of personal and community life
- **(116126 US):** Apply marketing principles in agriculture
- **(116122 US):** Control inputs and stock in agribusiness
- **(116115 US):** Define and understand production systems and production management
- **(116113 US):** Explain principles of human resources management and practices in agriculture
- **(116070 US):** Operate and support a food safety and quality management system in the agricultural supply chain
- **(116081 US):** Identify and recognise factors influencing agricultural enterprise selection
- **(116069 US):** Participate in agri/ecotourism practices at both micro and meso levels to tourists
- **(116109 US):** Interpret and illustrate permaculture principles

4. Topics

Module 1: Agricultural Data Collection and Information Management

- Importance of agricultural data
- Data collection methods
- Monitoring agricultural activities
- Recording and collating information
- Identifying deviations
- Reporting agricultural information
- Information systems in agriculture
- Data accuracy and quality control

We trust that the above is in order and look forward to hearing from you for Implementation

Module 2: Financial Management and Applied Mathematics

- Personal and business budgeting
- Income and expenditure management
- Costing and pricing
- Profit and loss calculations
- Revenue management
- Cost price and selling price
- Simple and compound interest
- Inflation, appreciation and depreciation
- Financial decision-making

Module 3: Agricultural Marketing

- Principles of agricultural marketing
- Market research
- Understanding customer needs
- Marketing mix (Product, Price, Place, Promotion)
- Agricultural value chains
- Marketing agricultural products and services
- Customer satisfaction
- Developing marketing plans

Module 4: Input and Stock Control

- Agricultural inputs and resources
- Inventory management
- Record keeping systems
- Storage procedures
- Contaminant management
- Stock control methods
- Legislative requirements
- Resource utilisation

Module 5: Production Systems and Production Management

- Agricultural production systems
- Production planning
- Production management principles
- Resource management
- Quality management
- Operational planning
- Productivity improvement
- Decision-making in agribusiness

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Module 6: Human Resource Management in Agriculture

- Human resource management principles
- Roles and responsibilities
- Workplace communication
- Employee performance
- Labour legislation overview
- Team leadership
- Workplace policies
- Occupational health and safety

Module 7: Food Safety and Quality Management

- Principles of food safety
- Food quality standards
- Agricultural supply chain management
- Hygiene and sanitation
- Production quality control
- Environmental practices
- Social responsibility
- Food safety monitoring systems
- Compliance with food safety requirements

Module 8: Agricultural Enterprise Selection

- Agricultural enterprise planning
- Enterprise selection criteria
- Resource availability
- Environmental considerations
- Market opportunities
- Risk assessment
- Business-oriented farming
- Enterprise evaluation

Module 9: Agri-Tourism Practices

- Introduction to agri-tourism
- Agricultural attractions
- Tourism operations
- Visitor communication
- Customer service
- Farm experiences
- Sustainable tourism
- Promoting agricultural enterprises

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Module 10: Permaculture Principles

- Introduction to permaculture
- Ethics and principles of permaculture
- Sustainable farming systems
- Natural resource conservation
- Soil and water management
- Biodiversity
- Sustainable crop production
- Designing productive agricultural systems
- Environmental stewardship

5. Assessments

This programme includes a Portfolio of Evidence (POE) that must be submitted at the end of the programme. The POE include:

- **Knowledge Assessments:** To evaluate theoretical understanding
- **Practical Assignments:** Hands-on tasks related to course topics
- **Workplace Assignments and Logbook:** Application of skills in real-world settings

Successful participants will receive a certificate of completion.

6. Workplace-Based Learning Programme

This WLP is a fusion of academic learning and practical work. The learning is directly applied to the workplace by using client-based mentors and extensive workplace-based portfolio work and assignments. Apart from the obvious benefits of a workplace directed qualification, each WLP qualifies for recognition as a Category B Skills Programme in the Learning Matrix of the Amended BEE codes, which allows for the salaries of participants to be recognized as part of the Skills Development Expenditure.

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