



GROWING TOGETHER Kaap Agri Academy- Programme for 2018

The Kaap Agri Academy provides quality training to emerging farmers and farmworkers, with the aim of increasing knowledge, skills and productivity, which in turn leads to growth and profitability. The content is developed specifically for South African farming circumstances and both the courses and the training providers are accredited by AgriSETA.



COURSE:	DATE:	PLACE:
TRACTOR MAINTENANCE Aim: Tractor maintenance, pre-drive inspection, operating controls, etc. Skills Priority CC R1 700 pp (4-Day course)	8-9, 15-16 May 4-5, 11-12 Jul 14-15, 21-22 Aug	Riebeeck-Wes Special School Wellington Agrimark Stellenbosch Agrimark
FIRST AID Aim: How to provide First Aid in emergency situations. FFH Skills Development R900 pp Level 1 (2-Day course) R1250 pp Level 2 (3-Day course)	1-2 Mar (1) 15-16 May (1) 17-18 May (1) 7-8 Aug (1) 23-25 May (2) 24-26 Jul (2)	Stellenbosch Agrimark Piketberg Agrimark Wellington Agrimark Malmesbury Kaap Agri Stellenbosch Agrimark Wellington Agrimark
SPRAY-PUMP OPERATOR Aim: How to operate a spray-pump; must be able to demonstrate the functions of a spray-pump. Boland Agri Training Centre R1 700 pp (2-Day course)	19-20 Jun 21-22 Jun	Stellenbosch Agrimark Wellington Agrimark
SUPERVISION Basic management principles. Anida Training R2 750 pp (4-Day course)	8-11 May 24-27 Jul	Wellington Agrimark Malmesbury Kaap Agri
FRONT-END LOADER AND DIGGER LOADER Aim: To drive and operate machine. Skills Priority R1 700 pp (5-Day course)	9-13 Apr (Font end) 16-20 Apr (Digger)	Wellington Agrimark Wellington Agrimark
HANDLING OF CHEMICAL AGENTS FFH Skills Development R650 pp (1-Day course)	27 Mar, 3 May 7 Jun 20 Sept	Wellington Agrimark Stellenbosch Agrimark Malmesbury Kaap Agri
WELDING (ONLY AT MALMESBURY) Skills Priority CC R3 300 pp (5-Day course) Only 4 persons per course	16-20 Apr 21-25 May 16-20 Jul 13-17 Aug 17-21 Sept 22-26 Oct	Malmesbury Workshop Malmesbury Workshop Malmesbury Workshop Malmesbury Workshop Malmesbury Workshop Malmesbury Workshop
FORK-LIFT TRUCK Skills Priority CC Repeat (1-Day course) R850 pp New (3-Day course) R1 300 pp	31 May (Repeat) 29 Jun (Repeat) 14 Sept (Repeat) 21 Sept (Repeat) 28-30 May (New) 26-28 Jun (New) 11-13 Sept (New) 18-20 Sept (New)	Porterville Academy Montagu Agrimark Piketberg Agrimark Wellington Agrimark Porterville Agrimark Montagu Agrimark Wellington Agrimark Piketberg Agrimark
ORCHARD MONITOR Aim: Control insects and pests in orchards and vineyards. Boland Agri Training Centre R1 600 pp (2-Day course)	28-29 Aug 30-31 Aug	Piketberg Agrimark Wellington Agrimark
SAFETY REPRESENTATIVE Aim: To create an awareness of what is required of the Health and Safety Representatives and Supervisors at the time of an accident or an incident. FFH Skills Development R650 pp (1-Day course)	25 Apr 4 May 9 May 8 Jun	Wellington Agrimark Stellenbosch Agrimark Malmesbury Members' Hall Piketberg Agrimark
FIRES Aim: Fire-fighting, what causes fires, how to extinguish a fire, use of fire extinguishers, fire breaks for farms, etc. FFH Skills Development R650 pp (1-Day course)	10 Oct 16 Oct 19 Oct	Wellington Agrimark Malmesbury Kaap Agri Stellenbosch Agrimark

COURSE INFORMATION:

SUPERVISION (BASIC MANAGEMENT PRINCIPLES) **Anida Training**
4-Day course First level line management **R2 750 pp**

- Supervision and leadership • Management functions • Sources that need to be managed • Management skills • Different management styles • Planning of work • Organising work • Giving instructions • Delegating responsibilities • Problem-solving and brainstorming technique • Communication and motivation • Conflict resolution • Control.

TRACTOR MAINTENANCE **Skills Priority CC**
4-Day course **R1 700 pp**

- Have knowledge of a tractor • Prepare the tractor for work and switching it on • Driving a tractor • Parking a tractor, switching it off and doing the necessary inspection for tractor maintenance.

FIRST AID **FFH Skills CC**
2-Day course **R900 pp** Level 1

- Conduct at the scene of an accident • Methods of safeguarding injured person (principles of first aid and safety) • Legal obligations with regard to applying first aid • Basic knowledge of anatomy and physiology • Evaluating an emergency case in terms of priority treatment • Primary examination • Secondary examination • Vital signs • Applying first aid in a life-threatening situation • Artificial respiration and cardiopulmonary resuscitation (CPR) • Airway obstruction (choking) • Wounds and bleeding • Improvised first aid equipment • Treatment of general injuries (shock, unconsciousness, fainting, etc.) • Injuries (burn wounds, fractures, ligament injuries, strained muscles, etc.) • Head and spinal injuries • Contents of the first aid bag.

3-Day course **R1 250 pp** Level 2

THEORY: • Principles of first aid and safety • Emergency scene management • Basic anatomy • Life-threatening conditions • Artificial breathing, CPR, choking • Fainting, shock and unconsciousness • Injuries • Medical conditions • Environmental illnesses and injuries • Poisoning (different types) • Transporting the patient. PRACTICAL: • Airway management and shock • Choking, AR, CPR (one man) adults and infants • Bandaging and immobilisation techniques • Application of a cervical collar. ASSESSMENT & LEARNING TOOLS: • Mannequins life-aids • Bandages, cervical collar • Video, OHP, photos and charts • Written test and practical evaluation.

SPRAY-PUMP OPERATOR **Boland Agri Training Centre**
2-Day course **R1 700 pp**

- Identifying different spray-pumps and spray-pump parts • Procedure before switching on, to fill the tank and during spraying • Procedure after each day of spraying and after the spraying season • Tracing faults • Safety aspects: handling sprays.

HANDLING CHEMICAL AGENTS **FFH Skills CC**
1-Day course **R650 pp**

- Identifying chemical agents • Composition of chemical agents • Identifying risks • First-aid measures • Firefighting measures • Measures to control incidents • Handling of packaging • Exposure control/Protective clothing • Physical and chemical composition • Stability and response capability • Information relating to toxicity • Information relating to pollution • Waste and measures to control deactivation • Transport measures • Control measures by the State • Explosives • Gases • Flammable liquids • Flammable/Self-igniting/Dangerous if wet/Solids • Oxidisers • Toxic substances • Radioactive substances • General damage causers (acids/alkalis) • Pollutants • Who may not handle dangerous substances? • List of amounts of substances discharged • Classification of hazardous substances • Material Safety Data Sheets (MSDS) • Documentation with regard to information relating to a specific chemical.

FORK-LIFT TRUCK **Skills Priority CC**
1-Day or 3-Day **R850 pp** (repeat) and **R1 300 pp** (new)

- Methods for inspecting the operational fitness of all components on the fork-lift truck • Conduct pre- and post-inspections using an operations checklist • Identify and record basic faults and defects concerning the mechanical functioning of the fork-lift truck • Identify and explain freight/load types • Describe freight/load documentation, packing and labelling requirements • Learn common freight codes, from a handling perspective • Classify freight/loads in accordance with organisational classification standards and procedures • Reason for selecting specific handling methods and attachments for particular commodity/freight as well as lifting equipment for a particular commodities/freight • Explain the specific selection of storage facilities for different freight types • Handle, load and store freight/load in accordance with organisational standards and procedures • Identify and explain the operating functions of particular fork-lift trucks relevant to the job – and environmental conditions and freight types • License valid for years with a 2-month grace period to renew license after expiry date (1-day course for retraining); otherwise a new license has to be obtained (3-day course)

WELDING **Skills Priority CC**
5-Day course **R3 300 pp**

Upon completion of the programme, the learner will:

- be able to create a safe environment in which to weld • know which PPE to use • know which tools and equipment to use with electric arc welding equipment • know the difference between mild steel, aluminium, copper, stainless steel, spring steel and cast iron • be able to mount the welding equipment and/or the arc welding equipment • be able to prepare mild steel for welding • be able to adjust the electric arc welding machine to accommodate steel thickness • be able to weld mild steel of 3 to 5 mm in two basic positions (flat horizontal en vertical up) (excluding diagonally, on the cross) • be able to implement three general methods that can be expected to be used to place metals (flat overlap, corner to corner, flat steak weld) • be able to inspect his own work and to put finishing touches to his welding after he has completed his work.

ORCHARD MONITOR **Boland Agri Training Centre**
2-Day course **R1 600 pp**

Learning outcomes: Distinguish between insects and other classes of animals • Crop damaging • Different life cycles of an insect • The damage insects cause • Scout for insects, disease symptoms and weeds • Insects and pests • Plant and microbial disease • Weeds.

SAFETY REPRESENTATIVE **FFH Skills Development**
1-Day course **R650 pp**

PURPOSE: To identify, to make and to keep a work area safe • To identify and report unsafe work areas • To extinguish small to medium fires with extinguishers and hose reels. THEORY: To create an awareness of what is required of the Health and Safety Representatives and Supervisors at times of accidents and incidents • Explain your legal rights and duties in terms of South African Health and Safety Law • Help you serve as an effective Health and Safety Representative • Understanding of the OHSACT • Skills required to be a H+S Representative • General duties of employers and employees • Election of H+S Representatives • Duties and functions of H+S Representatives • Establish a H+S Committee • Functions of H+S Committee • Introduction to Health and Safety • Prevention of incidents • Legal Requirements • Hazard identification • Report the findings. PRACTICAL: Identification of safety and warning signs • Group discussions • Work with related forms and documentation.

FIRES **FFH Skills Development**
1-Day course **R650 pp**

PURPOSE: To identify, to make and to keep a work area safe • To identify and report unsafe work areas • To extinguish small to medium fires with extinguishers and hose reels. THEORY: Elements of fire • Classification of fires • Spreading of fires. PRACTICAL: Extinguishing fires with extinguishers, house reels and fire hydrants.

FRONT-END LOADER & DIGGER LOADER **Skills Priority**
5-Day course **R1 700 pp**

- Transport loader to and from site • Methods of loading loader for transport • Operate loader • Demonstrate knowledge of the functions of a loader • Plan for work activities and prepare work area • Start and shut down loader.

KAAP AGRI ACADEMY ALSO OFFERS OTHER TRAINING COURSES: Feel free to contact Lerina Nel if you have any other training requirements. **Bookings and enquiries for course and/or accommodation: Lerina Nel:** t: 022 931 8231 | f: 086 636 5525 | e: lerina.nel@kaapagri.co.za p: Kaap Agri Academy | PO Box 13 | Porterville | 6810 | If you would prefer to debit the costs for the training against your Kaap Agri account, you must complete the form of proxy, available from Lerina Nel, return by fax or email. All prices exclude VAT. *You will have to confirm the attendance of your workers when you sign the proxy. You are responsible for payment in the event of non-attendance by workers. Cancellations must be made at least three days in advance of the course.*