



**Skilled
Trades**
Ontario

**Métiers
spécialisés**
Ontario

Apprenticeship
Schedule of Training
Logbook

**Agricultural —
Fruit Grower**

640F

2000

Apprenticeship Training Standard

The Apprenticeship Training Standard or herein after referred to as “Logbook” is a document issued to Apprentices who sign a Registered Training Agreement in the Province of Ontario as an official record of training. It is to be used by the Apprentice and Sponsor/trainer to guide the process of skills development in a particular trade.

Training As An Apprentice

- ✓ Ensure you, your sponsor, and your witness sign a Training Agreement with the Ministry of Labour, Immigration, Training and Skills Development. Once it is registered, you will receive a copy of the registered Training Agreement for your records.
- ✓ Notify the local Service Delivery Office **immediately** if any changes to contact information or training agreement, especially if you change sponsors.
- ✓ Review the Logbook regularly with your trainer and sponsor to discuss your progress, ask questions, seek feedback and have the trainer **sign-off on competencies**
- ✓ Keep an accurate record of the hours you work.
- ✓ Attend classroom training when it is offered.
- ✓ Apply for the financial incentives for which you are eligible.



Completing Your Logbook

- ✓ **Complete the Sponsor Record Form** – A form must be completed for each Sponsor/Trainer used during your apprenticeship.
- ✓ **Confirm Skill Sign-off is Complete**
 - **You and your trainer** sign-off each required skill to confirm that you have demonstrated competency in that skill.
 - Shaded boxes in your Logbook mean the skills are optional and do not have to be confirmed by your trainer or sponsor. However, you are encouraged to complete them as part of your training.
- ✓ **Confirm Skill Set Sign-off is Complete**
 - After you and your trainer have signed-off all the required skills in a skill set, your sponsor signs the signature box on the form in **Appendix C – “Skill Set Completion for Sponsors”** to confirm your completion of all competencies within each skill set.

This document is the property of the apprentice named inside and represents the official record of your training. For information about completing your apprenticeship, see inside of back cover.



Apprentice Name: _____

Address: _____

Phone Number: _____

Email Address: _____

Trade: _____

Training Agreement # (for Compulsory and Non-Compulsory trades):

STO Account No. (for Compulsory trades only):

This document is the property of the Apprentice named herein and represents the official record of their training.

If you have questions about the use of this Logbook or about your Apprenticeship program, contact your local Service Delivery Office (see Appendix D in this book) or the Employment Ontario hotline at: 1-800-387-5656.

Apprenticeship Pathway to a Certificate of Qualification

Phase 1: Registration

Submit Application for Apprenticeship Training through the on-line portal or to local Service Delivery Office

For on-line portal, please follow instructions for registration. You will need to create a *My Ontario* account to access online services.

Training agreement signed and registered by both apprentice and sponsor

Access your Apprenticeship Training Standard Logbook**
skilledtradesontario.ca/about-trades/trades-information

** This is the official record of your training progress. You are responsible for keeping it up-to-date.

Complete on-the-job training

Demonstrate and receive sign-off on the competencies/skills in your Apprenticeship Training Standard Logbook

Complete in-school training

Attend and complete the in-class training set out in the Curriculum Training Standard

Apprentices eligible to apply for apprenticeship incentive grants (Red Seal trades) and loans.

Review and finalize your logbook with your sponsor

Submit proof of apprenticeship completion via email, in-person or digital portal

Your Apprenticeship Training Standard Logbook details completion requirements. Submit the following:

- completed Apprenticeship Training Standard Logbook with signatures
- proof of hours

Certificate of Apprenticeship is issued

Trades without examination

CofA is the final step of the program

Trades with examination (compulsory and non-compulsory trades)*

Provisional Certificate of Qualification issued for a 12 month term

To prepare for the CofQ examination download the Provincial and/or Red Seal Exam preparation guides.

Make payment for your Certificate of Qualification examination

Call to make a payment (647-847-3000 or 1-855-299-0028)

Schedule a date to write your Examination

To schedule your examination, contact your local Service Delivery Office.

Pass Certificate of Qualification examination

Apprentices eligible to apply for Apprenticeship Completion Grant (Red Seal trades) or Apprentice Completion Bonus (non-Red Seal)

Certificate of Qualification is issued

Upon completion, Sponsors may be eligible for Apprenticeship grants, incentives, bonuses or tax credits

Phase 2: Apprenticeship

Phase 3: Certification

* For a list of trades subject to a certification examination, visit: skilledtradesontario.ca

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Please Note: This Standard has been revised to reflect the visual identity of Skilled Trades Ontario (STO) which replaced the Ontario College of Trades on January 1, 2022. The content of this Standard may refer to the former organization; however, all trade specific information or content remains relevant and accurate based on the original date of publishing.

Please refer to STO's website: skilledtradesontario.ca for the most accurate and up to date information. For information about BOSTA and its regulations, please visit [Building Opportunities in the Skilled Trades Act, 2021 \(BOSTA\)](#).

Any updates to this publication are available on-line; to download this document in PDF format, please follow the link: [Skilled Trades Ontario.ca](https://skilledtradesontario.ca).

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Foreword: Purpose, Terms and Conditions of the registered Training Agreement

Purpose:

- Prior to starting official apprenticeship activities, the apprentice, sponsor and a witness are required to sign a Training Agreement.
- The Training Agreement that you have signed is an important legal document that outlines your responsibilities as an apprentice and the responsibilities of your sponsor.
- Once registered, this training agreement (or contract) marks the start of your formal agreement between the apprentice, the sponsor and the Ministry.
- For compulsory trades, the apprenticeship registration document must be accessible when working.

The Apprentice agrees:

- **To inform the local Service Delivery Office of any change to your contact information or change in sponsor within 7 days;**
- To follow the Sponsor's and Trainer's lawful instructions and make every effort to acquire the skills identified in the Logbook for the Trade which is part of the apprenticeship program established by Skilled Trades Ontario for the trade;
- To obtain written verification from the Sponsor and the Trainer(s) that the requirements in the Logbook for the trade have been met.
- When you receive an "Offer of Classroom Training", confirm your attendance by following the instructions in the offer. Failure to do so may result in losing your opportunity to attend school which delays the completion of your apprenticeship.

The Sponsor agrees:

- To ensure that the Apprentice is provided with the training required as part of the apprenticeship program established by Skilled Trades Ontario for this trade;
- To review the progress of training with the Apprentice, and with the Trainer(s) where the Sponsor and the Trainer are not the same party.
- Release your apprentice from work to attend in-school training without penalty to the apprentice.
- To maintain the journeyperson/apprentice ratio for your trade, if applicable.
- To monitor their apprentice(s) progress
- To ensure that the Trainer(s) verifies, in writing, when each skill identified in the Logbook for the trade has been successfully completed by the Apprentice;
- To contact the Ministry should any changes in your capacity to train, your contact information, or your apprentice's status in the program change.

Trade Specific Resources and Links

Trade Specific Resource	Link
Red Seal Program	red-seal.ca
Apprenticeship in Ontario	ontario.ca/page/apprenticeship-ontario
Employment Ontario	employmentontario.ca
Service Canada	servicecanada.gc.ca
<i>Building Opportunities in the Skilled Trades Act, 2021</i>	Building Opportunities in the Skilled Trades Act, 2021, S.O. 2021, c. 28 - Bill 288 (ontario.ca)
Ministry of Labour, Immigration, Training and Skills Development	Ministry of Labour, Immigration, Training and Skills Development ontario.ca
Exam Preparation Guide	Exam Resources – Skilled Trades Ontario
Skills Zone (Ontario Skills Passport)	http://www.skillszone.ca/

**Please note, all website addresses are current at time of printing*

Methodology-Standard Development

A standard is developed with a broad group of trade representatives who form the initial working group. This includes subject matter experts/ tradespeople/ instructors and employers from a cross section of the sector/industry, with varying years of work experience in the field. The working group reviews, develops and recommends revision to the content of the standard. Their role also involves harmonizing and updating other supporting content for the product.

An essential part of the standard development is the validation process. This is the opportunity to have a broader representation of the sector provide feedback on the content of draft standard. This process is conducted in various ways and may include sending out a survey or the draft document (or both) directly to the sector. The comments received are reviewed by the working group and revisions are made as required based on a consensus model.

Introduction to the Logbook

This “on-the job” Logbook is the training standard for Agricultural — Fruit Grower 640F and was developed by Skilled Trades Ontario in consultation with representatives from industry. It identifies all the skills associated with and required to learn the trade.

The Logbook is divided into skill sets, which are further divided into skills. These skill sets and skills are written in statements that describe what the Apprentice must perform and to what standard, in order to be considered competent in that skill.

The successful performance of these skills is tracked in the Logbook. Once achieved, this skills’ sign-off, along with the completion of in-school program requirements or equivalent, is how the apprenticeship program is completed and apprentices receive a Certificate of Apprenticeship.

The Sponsor/trainer and Apprentice are required to sign-off and date each skill after the Apprentice has demonstrated proficiency in these skills. However, if a skill is shaded, it is optional and does not need to be signed-off, though it has been defined as a part of the scope of practice for the trade.

All practices described in this standard must be performed by the apprentice according to the specific criteria identified. In general, the standard of performance for this trade is to be performed according to all applicable jurisdictional codes and standards and all health and safety standards must be respected and observed.

All skills within the Apprenticeship Training Standard are to be performed, as applicable, according to and in compliance with the following:

- Occupational Health and Safety Legislation and Regulations;
- Other applicable legislation, regulation, codes and standards;
- Industry best practices;
- Company policies and procedures.

The information presented in this standard is, to the best of our knowledge, current at time of printing and is intended for general application. Please refer to the Skilled Trades Ontario website for the most accurate and up-to-date information: skilledtradesontario.ca

Roles and Responsibilities

Under the [Building Opportunities in the Skilled Trades Act, 2021 \(BOSTA\)](#)

Skilled Trades Ontario (STO) is responsible for:

- Establishing and maintaining qualifications;
- Establishing Apprenticeship Programs and other training programs including training Standards, curriculum standards and certifying examinations;
- Issuing certificates for the purposes of this Act such as Certificates of Qualification;
- Maintaining a Public Registry for compulsory trades skilledtradesontario.ca/public-register/;
- Determining whether the experience and qualifications obtained by applicants for a certificate of qualification who do not complete an apprenticeship are equivalent to those received through completing an apprenticeship (Trade Equivalency Assessments)
- Promoting the skilled trades and conducting research.
- Conducting research and evaluate whether a trade should be prescribed as a trade for the purposes of this Act and to make recommendations on these matters to the Minister.

Ministry of Labour, Immigration, Training and Skills Development (MLITSD)

is responsible for:

- Classifying trades as compulsory trades;
- Prescribing scopes of practice for trades;
- Approving which persons may provide in-class training for apprenticeship programs (TDAs);
- Registering Training Agreements;
- Providing those who successfully complete an apprenticeship program with a certificate of apprenticeship (CofA);
- Administering examinations, including certifying examinations;
- Promoting the skilled trades and conducting research;
- Exercising such other powers and perform such other duties and functions as are provided for in this Act or the regulations.

For any matter related to your registered Training Agreement or completing your apprenticeship, you must contact your local Service Delivery Office.

Roles and Responsibilities of the Apprentice

An Apprentice is an individual who has entered into a registered Training Agreement (refer to Foreword: *“Purpose, Terms and Conditions of TA” page 1*) with a Sponsor to receive training in a trade as part of an apprenticeship program established by Skilled Trades Ontario. As an Apprentice, you have certain roles and responsibilities to follow throughout your apprenticeship training:

1. As an Apprentice, you signed the Training Agreement and have entered into a contract with the Ministry of Labour, Immigration, Training and Skills Development and your Sponsor.
2. If you are registered as an Apprentice in a compulsory trade, your name will automatically appear in the Skilled Trades Ontario Public Register.
3. You are responsible for informing the staff at your local Service Delivery Office regarding changes to the following:
 - Your Sponsor’s address;
 - Your name and address; and/or,
 - Your Sponsor, including starting employment with a new Sponsor
4. As an Apprentice, you are responsible for completing skills or skill sets in this Logbook (as detailed in the *“Eligibility for Apprenticeship Program Completion”* section of this document) and ensuring that they are dated and signed by both you and your Trainer.
5. Once you have demonstrated competency in all the mandatory skills and received a sign off on each skill by your sponsor/trainer, you must have the Skill Set Completion Form completed and signed by your current Sponsor.
6. Submit your Logbook to your local Service Delivery Office.
7. Present your Apprentice Completion Form (Please refer to Appendix B), along with your authorized Logbook to your local Service Delivery Office.

Roles and Responsibilities of Sponsors and Trainers

Sponsors are responsible for ensuring all terms are met as per the registered Training Agreement. They are named on the registered Training Agreement as the entity responsible for ensuring Apprentices receive the training required as part of an apprenticeship program. As a signatory to this agreement, they are designated as the 'Signing Authority' for the Apprentice's Skill Set Completion Form and are required to attest to successful achievement by signing the appropriate box at the completion of each skill set. Some sponsors may also act as the Trainer.

A **Trainer** is an individual who oversees the performance of a task and sets the workplace expectations and practices for the Apprentice.

In compulsory trades, a Trainer must hold a valid Certificate of Qualification and be registered with Skilled Trades Ontario.

In non-compulsory trades, a Trainer is an individual who holds one of the following:

- A Certificate of Qualification;
- A Certificate of Apprenticeship in the trade; or,
- Has completed both the workplace-based training (competencies and/or hours as applicable) and classroom training components of the trade's apprenticeship program; or,
- Has workplace experience equivalent to the apprenticeship program) and has the skills outlined in the Logbook.

Competency means being able to perform to the required standard (please refer to *"Introduction to the Logbook"*). Trainers/Sponsors and Apprentices are required to sign-off and date the skills in the Logbook following each successful acquisition. The Logbook forms a record of this achievement.

The Trainer must provide their signature based on their assessment and professional judgment that the apprentice is competent in the skills described above. The Trainer's signature is not a general warranty or guarantee of the apprentice's future conduct.

Sponsors participating in this training program will be designated as the Signing Authority and are required to attest to successful achievement by signing the appropriate box included at the end of each skill set.

Health and Safety

Safe working procedures and conditions, accident prevention and the preservation of health are of primary importance for apprenticeship programs in Ontario. These responsibilities are shared and require the joint efforts of government, sponsors, employers, supervisors, workers, apprentices and the public to achieve the goal of making Ontario's workplaces safe and healthy.

The [Occupational Health and Safety Act](#) (OHSA) provides us with the legal framework and the tools to do this. It sets out the rights and duties of all parties in the workplace, placing ultimate responsibility on the employer for the health and safety of workers (in this case apprentices) by ensuring procedures, controls, and training are established for dealing with workplace hazards. Therefore, it is imperative that all parties become aware of circumstances that may lead to injury, illness or harm. Safe learning experiences and environments can be created by controlling the variables and behaviours that may contribute to or cause an accident injury or illness.

A sponsor who is not the employer is reminded that the employer has legal responsibilities respecting health and safety over the apprentice who is their worker. The sponsor should encourage safe work habits and adherence to the employer's occupational health and safety requirements for the workplace.

It is generally recognized that a positive attitude about safety in partnership with health and safety competency contributes to an accident-free environment. Everyone will benefit as a result of a healthy attitude towards the prevention of accidents.

Workers and apprentices can be exposed to a multitude of hazards and, therefore, should be familiar with the Occupational Health and Safety Act and regulations.

The Internal Responsibility System:

One of the primary purposes of the Occupational Health and Safety Act (OHSA) is to facilitate a strong Internal Responsibility System (IRS) in the workplace. To this end, the OHSA lays out the duties of employers, supervisors, workers, apprentices, constructors and workplace owners.

Workplace parties' compliance with their respective statutory duties is essential to the establishment of a strong IRS in the workplace.

Simply put, the IRS means that everyone in the workplace has a role to play in keeping workplaces safe and healthy. Workers and apprentices in the workplace who see a health and safety problem such as a hazard or contravention of the OHSA in the workplace have a statutory duty to report the situation to the employer or a supervisor. Employers and supervisors are, in turn, required to address those situations and acquaint workers with any hazard in the work that they do.

The IRS helps support a safe and healthy workplace. In addition to the workplace parties' compliance with their legal duties, the IRS is further supported by well-defined health and safety policies and programs, including the design, control, monitoring and supervision of the work being performed.

Roles and Responsibilities under the Occupational Health and Safety Act

Employer's Responsibilities include but are not limited to the following:

- Instruct, inform and supervise workers and apprentices to protect their health and safety.
- Appoint competent persons as supervisors.
- Inform a worker, apprentice, or a person in authority, about any hazard in the workplace and train them in the handling, storage, use, disposal and transport of any equipment, substances, tools, material, etc.
- Take every precaution reasonable in the circumstances for the protection of a worker/apprentice.
- In workplaces in which more than five workers are regularly employed, prepare and post a written occupational health and safety policy and set up and maintain a program to implement it.
- Prepare and post policies with respect to workplace violence and workplace harassment and develop programs supporting workplace harassment and workplace violence policies.
- Ensure knowledge of applicable legislative, regulatory, codes and standards so requirements to be followed are clear to all workers/apprentices.

Trainer/Supervisor Responsibilities include but are not limited to the following:

- Ensure that a worker or apprentice works in compliance with the Act and regulations.
- Ensure that any equipment, protective device or clothing required by the employer is used or worn by the worker or apprentice.
- Advise a worker/apprentice of any potential or actual health or safety dangers known by the supervisor.
- Take every precaution reasonable in the circumstances for the protection of workers.

Worker/Apprentice Responsibilities include but are not limited to the following:

- Work in compliance with the Act and regulations.
- Use or wear any equipment, protective devices or clothing required by the employer.
- Report to the employer or supervisor any known missing or defective equipment or protective device that may endanger the worker or another worker.
- Report any hazard or contravention of the Act or regulations to the employer or supervisor.
- Not remove or make ineffective any protective device required by the employer or by the regulations.
- Not use or operate any equipment or work in a way that may endanger any worker.

The Three Rights of Workers/Apprentices

The OHSA gives workers and apprentices three important rights:

1. The right to know about hazards in their work and get information, supervision and instruction to protect their health and safety on the job.
2. The right to participate in identifying and solving workplace health and safety problems either through a health and safety representative or a worker member of a joint health and safety committee.
3. The right to refuse work that they believe is dangerous to their health and safety or that of any other worker in the workplace.

Ministry of Labour, Immigration, Training and Skills Development

The Ministry of Labour, Immigration, Training and Skills Development conducts periodic inspections of workplaces to ensure that safety acts and regulations are being followed. Please direct any questions to the Occupational Health and Safety Contact Centre at 1-877-202-0008.

Apprenticeship Program Summary/Guidelines

Scope of Practice

The Scope of Practice for the trade of Agricultural — Fruit Grower 640F is set out in section 6 of Ontario Regulation 875/21 under BOSTA and reads as follows:

6. The scope of practice for the trade of agricultural — fruit grower includes the following:
 1. Duties related to fruit growing on a farm or establishment.
 2. Planting, cultivating, spraying, irrigating, transplanting, pruning and harvesting of fruit.
 3. Carrying out duties related to general farming.

*While the Logbook draws on the scope of practice regulation (Section 6 of Ontario Regulation 875/21 under BOSTA). The Logbook does not purport to add to or modify the scope of practice as provided in regulation. *

Program Guidelines

On-the-Job Training Duration

Industry has identified 5520 hours as the benchmark necessary for any Apprentice to become competent in the skills required. There may be circumstances in which the duration varies from this guideline.

In-Class Training Duration

Industry has identified 480 hours of in-school training as the duration necessary for an Apprentice to complete the in-school curriculum for this program.

Total Training Hours

6000 hours

Journeyman to Apprentice Ratio

Industry Recommended Ratios:

While some of the trades regulated under BOSTA are subject to Journeyman to Apprentice ratios set out in regulation, this trade is not one of them. Instead, **industry has recommended a Journeyman to Apprentice ratio guideline of 1 Journeyman (or individual who is deemed equivalent to a journeyman) to 1 Apprentice** as the ratio necessary for an Apprentice to be properly trained on the job in this program.

Program Requirements

Compulsory and Non-compulsory Classification

Regulations under the *Building Opportunities in the Skilled Trades Act, 2021*, classify each trade as either “compulsory” or non-compulsory.” This trade is non-compulsory.

It is the responsibility of an Apprentice to maintain a training record in the form of a Logbook. The Sponsor and Trainer are required to sign-off when competencies in the trade are achieved.

Skills for Success Summary

Skills for Success are needed in a quickly changing world for work, learning and life. They are foundational for building other skills and important for effective social interaction. Everyone benefits from having these skills as they help individuals get a job, progress at their current job and change jobs. They also help individuals become active members of their community and succeed in learning.

Through extensive research and consultations, the Government of Canada launched the new Skills for Success model renewing the previous Essential Skills framework to better reflect the needs of the current and future labour market.

The occupational specific Essential Skills profiles are available online. These will be updated over time to align with the new Skills for Success model found here: [Skills for Success model](#)

Standard of Performance

A FRUIT GROWER is a person who is responsible for the planting, cultivating, propagating, spraying, irrigating, transplanting, pruning, and harvesting of all types of fruit. They operate and maintain mechanical and power equipments and systems and farm mechanical equipment.

A FRUIT GROWER is a person who:

- reads and interprets fruit growing documentation and procedures including land preparation, transplanting, plant training support systems, fertilization, crop protection, density/thinning, and propagation;
- develops layout block designs and prepare, fertilize, fumigate, cultipack, spray, and cultivate the land;
- transplants plants by preparing plants, staking/trellising plants, planting fruit trees, small fruit plants, vines, and protecting, irrigating, and fertilizing plants;
- performs propagation procedures;
- performs harvesting and grading techniques;
- operates and maintains farm tractors and accessories, farm trucks, harvesting equipment, chainsaw and power pruners, irrigation systems, packing line system and components, cold storage and controlled atmospheric facilities, and air compressors and systems.

An AGRICULTURAL — FRUIT GROWER demonstrates knowledge of:

- land preparation
- transplanting
- plant training support systems
- plant training and pruning
- plant fertilization
- crop protection
- ground covering techniques
- crop and plant density and thinning procedures
- propagation procedures
- farm mechanical & power equipment basic maintenance procedures
- harvesting & grading techniques

In general, the standard of performance for the trade of Agricultural — Fruit Grower are to be performed, as applicable, according to and in compliance with the following:

Industry Safety Standards which are based upon:

- Occupational Health and Safety Legislation and Regulations;
- Jurisdictional legislation and regulations, codes and standards (municipal bylaws etc.)
- Company policies and procedures
- All applicable manufacturers specifications and engineering specifications

Training the Apprentice - Tips for Apprentices, Sponsors and Trainers

Tips for Apprentices

Remember, it takes time to learn. The following is a list of additional tips and tools to help make the most of your apprenticeship training:

- Practice safe work procedures early to create good habits;
- Use your Logbook as a journal to keep track of the skills you have achieved;
- Review your training plan with your Training Consultant, Trainer, or Sponsor;
- Discuss your training needs with your Trainer and/or Sponsor;
- Listen to the suggestions of your Trainer;
- Ask your Trainer questions if you are unsure of any skill you need to perform or any tools or equipment you need to use to perform your duties;
- Show enthusiasm and develop good work habits; and,
- Upon demonstration of competency, ensure that you and your Trainer sign-off the individual skills.

To get the most from this mentoring experience, request exposure to the full scope of the trade; meet regularly with your Sponsor/Trainer to discuss your progress, ask questions and seek feedback.

Tips for Sponsors

- Select Trainers with good communication skills and who work well with others;
- Ensure that the Apprentice always works under the direction of or has access to a qualified Trainer;
- Encourage Trainers to take upgrading courses (e.g. Train the Trainer, Mentor, Coach, etc.);
- Set out clear expectations and involve both the Apprentice and Trainer in developing the training plan
- Encourage safe work habits;
- Allow time for the Trainer to train and demonstrate skills to the Apprentice;
- Provide opportunities and time for the Apprentice to learn the trade;
- Ensure that the Apprentice receives the varied on-the-job trade training experience outlined in this document;
- Recognize good performance;
- Observe frequently;
- Provide constructive feedback and conduct regular performance reviews involving the Apprentice and Trainer;
- Use the Logbook as a monitoring tool and a part of regular performance evaluations; and,
- Complete the Skill Set Completion Form once the Apprentice has demonstrated competency in the skills.

- The detailed content listed for each skill is not intended to represent an inclusive list; rather, it is included to illustrate the intended direction for the skill acquisition.

Tips for Trainers

Trainers are responsible for ensuring the Apprentice is developing the skills outlined in this document. Here is a list of tips and tools to help Trainers in their supervision of Apprentices:

- Demonstrate model safe work habits;
- Provide opportunities and time for the Apprentice to learn the trade;
- Treat Apprentices fairly and with respect;
- Review the Logbook with the Apprentice and develop a training plan;
- Set out clear expectations and recognize good performance;
- Expose Apprentices to the full scope of the trade by providing training on the skills outlined in this document;
- Encourage and respond to all questions;
- Be patient;
- Explain, show and demonstrate the skill;
- **Meet regularly with the Apprentice to discuss the apprentice's progress**
- Provide continuous feedback;
- Sign-off skills when your Apprentice demonstrates competency, and,
- Use the Logbook as a guide to evaluate competence in each skill area. By using the Logbook, Trainers will be able to guide the process to and assist Apprentices to develop skills outlined in this document.

The best mentoring experience is when an Apprentice is given as much training/exposure to the full scope of the trade as possible. If this is not possible, help them to determine other ways this may be possible.

Notice of Collection of Personal Information

1. At any time during your apprenticeship training, you may be required to show this Logbook to the local Service Delivery Office. You will be required to submit the signed Apprenticeship Completion form to the Service Delivery Office in order to complete your program. The Service Delivery Office will use your personal information to administer and finance Ontario's apprenticeship training system, including confirming your completion and issuing your Certificate of Apprenticeship.
2. The Service Delivery Office will disclose information about your program completion and your Certificate of Apprenticeship to Skilled Trades Ontario, as it is necessary for Skilled Trades Ontario to carry out its responsibilities.
3. Your personal information is collected, used and disclosed by the Ministry of Labour, Immigration, Training and Skills Development under the authority of the *Building Opportunities in the Skilled Trades Act, 2021 (BOSTA)*.
4. Questions about the collection, use and disclosure of your personal information by the Ministry may be addressed to the:

Manager, Employment Ontario Contact Centre
Ministry of Labour, Immigration, Training and Skills Development
33 Bloor St. E, 2nd floor, Toronto, Ontario M7A 2S3
Toll-free: 1-800-387-5656; Toronto: 416-326-5656
TTY: 1-866-533-6339 or 416-325-4084

List of Trainers

Trainer's Name (Please Print)	Trainer's Signature	Date of start with Trainer (day/month/year)

On-The-Job Training: General Performance Objectives

U5390.0 Protects Self and Others

U5390.1 Identify health and safety hazards in the workplace; so that the potential for personal injury, damage to equipment, vehicles and the environment is minimized; corrective action as defined in government legislation or farm policies is taken; and hazards are reported.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

*** A Trainer may be a Supervisor or the competent employee designated by the Apprentice's Sponsor.**

U5390.2 Wear, adjust, and maintain personal protective equipment including eye, ear, hand, head, foot, and respiratory protectors, to ensure correct fit and optimum protection to the wearer for the task being performed in compliance with farm standards/practices and Occupational Health and Safety Act (OHSA).

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5390.3 Practice good housekeeping by: cleaning up spills and/or leaks; keeping work area clean and clear of obstructions; and, storing tools and equipment; so that the potential for accident or injury is minimized, and tools and equipment are in place and available; in compliance with farm standards/practices and OHSA.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5390.4 Follow farm fire procedures by: locating and assessing the severity of the fire; taking appropriate action including suppressing minor fire, sounding the alarm, and using fire extinguisher; and, evacuating area; in accordance with government regulations and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5390.5 Demonstrate safe work habits working around farmstead, farm equipment, fruit- storage and - processing systems by: performing a daily check of farm yard and buildings; staying outside guards and barricades; wearing appropriate clothing; confining long hair; removing jewellery; no substance abuse; staying inside the drive-row/alleyway; and, ensuring that others are safely away from moving and operating equipment; in accordance with OHSA and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5390.6 **Work safely around people** by recognizing danger zones around moving equipment, vehicles, fruit storage facilities, and processing equipment, ensuring that safe distances are kept between self, others, and equipment during all farm operations, in accordance with farm standards/practices and OHSA.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5390.7 **Conduct pre-operational check of farm equipment and fruit packing systems** by: carrying out a pre-operational check; checking that all moving parts are operational and functioning; and, identifying and reporting equipment that is unsafe or inoperable; and, ensuring that guards and safety devices are in place, secured, and not damaged; in compliance with farm standards/practices and OHSA.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5390.8 **Report injuries to supervisor**, ensuring that the injured person is attended to and that all information describing how incident occurred is reported clearly and accurately, so that future recurrence of similar accidents is prevented.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5390.9 Assist in the completion of written safety and injury reports by following farm procedures and applicable safety acts and regulations, so that the information collected for government, legal, or insurance forms is complete and accurate and required deadlines are adhered to.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5390.10 Follow farm procedures for applying first aid to treat conditions including sudden illnesses, burns, cuts, abrasions, sprains, chemical inhalations, and contaminants in eyes, so that the condition of the victim is stabilized and prepared for further first aid treatment.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5390.11 Lock out and tag mechanical equipment by shutting down machine or crop/material handling process ensuring that no materials can enter the equipment being repaired or maintained, and no damage or injury is caused to the operator or machine, in accordance with farm standards/practices and OHSA

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5390.12 Handle designated chemicals using specified handling and storage equipment, so that the operator is protected from injury, the environment from contamination, and procedures are followed in compliance with Workplace Hazardous Materials Information System (WHMIS).

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5390.13 Operate lifting, hoisting, and loading equipment including hoists, chain falls, ladders, personal lift equipment, block, tackles, slings, cables, and/or chains, to remove, transport, store, and load materials, crops, and/or equipment, in compliance with OSHA and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5390.14 Handle pesticides and fertilizers using specified handling and storage equipment, so that operator is protected from injury, the environment from contamination, and procedures are followed in compliance with environmental protocols, government regulations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5390.15 Operate power activated tools and equipment by: following required procedures; checking the power source and switches; and, identifying and reporting worn, damaged, or defective parts/components; so that the equipment is operated safely and efficiently, and no damage or injury is caused to the equipment or operator in accordance with manufacturer’s specifications, government regulations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5390.16 Work around ponds and irrigations systems by following farm standards/practices and government regulations, to ensure that the operator is protected from injury and the environment is protected from contamination.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5390.17 Operate farm vehicles by: demonstrating safe working habits when working with gasoline, diesel, propane and/or natural gas powered vehicles; checking for damaged or defective components/parts in the braking, steering, exhaust, fuel and suspension systems; and, operating vehicles in a safe manner; so that vehicle damage or personal injury are prevented, in accordance with legal or government regulations and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5391.0 Prepares Land

U5391.1 Read and interpret land preparation documents including manuals and fact sheets, commodity publications, and equipment manufacturer’s recommendations to identify: drainage requirements; site preparation requirements; soil tilth recommendations; methods of elimination of competing vegetation; control of pest complex; soil amendments; irrigation requirements; wind and frost control procedures; and, any other information needed to complete a plan for land preparation.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

*** A Trainer may be a Supervisor or the competent employee designated by the Apprentice’s Sponsor.**

U5391.2 Develop a layout block design by: following required procedures; performing calculations to determine acreage, plant density, number/quantity of plants, and slope of land; measuring land/fields to determine area, width, and length of field; determining perimeter of area and travel lengths; and, sketching to scale to identify land size, aspect, shape, topography, row orientation, and travel paths; so that the layout design is completed and prepared in accordance with farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5391.3 Collect soil samples for land preparation by using soil probes, following required protocols and procedures, and completing documentation or reports, so that the soil sample is correctly taken to identify nematodes, disease, and soil fertility information, in accordance with laboratory sheets and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5391.4 Till uncultivated sod by: strip tilling, cultivating, ploughing, and/or discing; using required equipment including mould board plow, discs, herbicides, tractors, and accessories; and, following specified cultivation procedures; so that the soil is tilled and ready for planting, as specified in manufacturer’s recommendations and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5391.5 Till existing orchard or vineyard soil by: cultivating, ploughing, rotovating, sub-soiling, and/or discing; using required equipment including tractor, disc, rotovator, or plough; and, following specified cultivation procedures; so that the orchard soil/bed is prepared for planting within specified time frames and in accordance with laboratory soil analysis, reference materials, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5391.6 **Till previously cropped crop** by: cultivating, rotovating, mulch tilling, and/or discing; performing soil sampling procedures; using equipment including: tractor and accessories, disc, rotovator, and soil probe; following specified cultivation procedures; and, applying required herbicides and fertilizers; so that the field soil is prepared for planting within specified time frames and in accordance with laboratory soil analysis, manufacturer’s recommendations, reference materials, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5391.7 **Fertilize new planting site/soil for bed preparation** by calibrating and using fertilizer or manure spreader, rotovator, disc, tractor and accessories and by adding soil amendments, so that the soil/site is fertilized and amended in preparation for planting within specified time frames and, in accordance with laboratory soil analysis, manufacturer’s recommendations, government recommendations, environmental protocols, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5391.8 Perform weed control techniques by: spraying, mowing, and cultivating; calibrating applicator equipment; and, using tractor and accessories, discs, sprayer, and personal protective equipment; so that weeds are controlled, in accordance with specified time frames, field observations and analysis, reference materials, environmental protocols, government regulations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5391.9 Perform nematode control techniques by: fumigating, cultipacking, and cultivating; calibrating applicator equipment; and, using tractor and accessories, specialized fumigation equipment, discs, and personal protective equipment; so that the nematodes are controlled, in accordance with specified time frames, soil analysis report, reference materials, laboratory recommendations, manufacturer’s recommendations, environmental protocols, government regulations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5391.10 Perform soil-borne disease control techniques by: spraying, fumigating, and cultivating; calibrating applicator equipment; and, using tractor and accessories, discs, sprayer, specialized fumigation equipment, and personal protective equipment; so that the soil borne diseases are eliminated, in accordance with specified time frames, reference materials, manufacturer’s recommendations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5391.11 Perform drainage techniques by identifying low areas, marking out wet sites, and taking corrective actions, so that the soil moisture is maintained and controlled, in accordance with reference materials, manufacturer’s recommendations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5392.0 Performs Transplanting

U5392.1 Read and interpret transplanting documents including nursery or reference materials, and suppliers' recommendations to identify: handling and planting procedures; field layout specifications; plant protection procedures; pollination compatibility; irrigation, fertilization, drainage, and maintenance requirements; monitoring procedures; and, any other information needed to plan for the transplanting of plants.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

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U5392.2 Prepare plants for transplanting by: storing in specified environmental conditions; organizing the plants for planting; inspecting the plants for disease, damage, and quality; checking plant inventory; and, completing required documentation; so that the plants are stored, maintained, and prepared, in accordance with specified time frames, nursery publications, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5392.3 Perform staking/trellising procedures by: checking layout block design; determining the direction and spacing of rows and trees; determining placement of guide stakes and wires; setting up the planting method; and, using required equipment and tools; so that the plants are supported and prepared to affect optimum growth, in accordance with specified time frames, layout block design, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5392.4 Handle plants by checking plants for damage, disease, and quality and by following required handling procedures, so that the roots are kept moist, physical damage to plants is kept to a minimum, and the planting order or plant organization is maintained to affect optimum growth and quality, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5392.5 Plant fruit trees by: using required tools and equipment including tree planters, diggers, or manual planting equipment; following specified procedures; identifying the type or cultivar of trees; checking for disease, damage, and quality; setting out the trees; and, performing the required planting techniques for cultivar and/or rootstocks; so that the fruit trees are planted to affect optimum tree growth and development, in accordance with specified time frames, layout block design, nursery publications, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5392.6 Plant vines by: using vine planting tools and equipment; following specified planting procedures; identifying type/variety of vines; checking vines for disease or damage; and, setting out the vines; so that the vines are planted to affect optimum growth and development, in accordance with specified time frames, layout block design, nursery publications, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5392.7 Plant small fruit plants by: using small fruit planting tools and transplanter; following specified planting procedures; identifying type and variety of small fruit plants; checking plants for disease or damage; and setting out the plants; so that the small fruits are planted to affect optimum growth and development, in accordance with specified time frames, layout block design, nursery publications, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5392.8 Perform plant protection procedures by: checking plants for disease or insect presence; identifying and selecting the correct type and method of pest or disease control; and, completing required records; so that plant damage is avoided or kept to a minimum and plant protection is maintained to affect optimum growth and development, in accordance with specified time frames, nursery publications, government regulations, environmental protocols, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5392.9 Irrigate plants by: checking and assessing soil moisture levels; inspecting, preparing, installing, and operating irrigation equipment; maintaining the irrigation system by checking leaks, nozzles, and pressure levels; monitoring the water distribution; and, making seasonal or environmental adjustments; ensuring that the entire growth area has been watered/irrigated, in accordance with environmental conditions, manufacturer’s recommendations, government regulations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5392.10 Fertilize plants by: servicing and calibrating the fertilizer applicator equipment; applying post-planting fertilization; applying foliar fertilization; taking leaf or soil samples; attaching PTO-assisted, tractor-mounted, or trail-type fertilizing applicators; performing specified monitoring procedures; and, completing records; so that the plants are fertilized for optimum growth and development, in accordance with reference material, manufacturer’s recommendations, government regulations, environmental protocols, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5392.11 Prune and train plants by: identifying the time frames and methods for pruning and training; determining outcomes; preparing secateurs/hand pruners; cutting plant with the root-to-top ratio kept in balance; installing plant support systems; tying and positioning the plants and limbs; and, completing required records; so that the plants are pruned and trained for optimum growth and protection, in accordance with reference material and standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5392.12 Monitor transplanting processes by: checking the number of transplant failures, incidents of disease, moisture deficits, and plant quality; observing growth and development habits and patterns; making necessary seasonal or environmental adjustments; and, recording the transplant block development and replacement rates; so that the transplanting process is maintained to affect optimum growth and development, in accordance with reference materials, nursery publications, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5393.0 Set Ups and Maintains Plant Training Support Systems

U5393.1 Read and interpret plant training support systems documentation including manufacturer’s recommendations, nursery material, and growing reference information, to identify type of support system, installation procedures, required materials and equipment, system operating principles, layout and capacity of system, and other information needed to set up and install plant training support systems.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

*** A Trainer may be a Supervisor or the competent employee designated by the Apprentice’s Sponsor.**

U5393.2 Lay out block design of plant training support systems by determining: plant density; location of plants; plant pollinators; plant quality or grading; advanced ordering of materials; orientation of rows; cultivar mix; working spaces; harvesting accessibility; and, drainage requirements; so that the layout design is correctly developed to help the installation of a support system, in accordance with manufacturer’s recommendations, Provincial or Municipal government regulations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5393.3 **Select training support system installation tools and equipment** including auger, post-driver, water gun, wire installation equipment, planter equipment, and trellis systems, using information from job specifications and manufacturer’s recommendations, so that the installation tools and equipment selected are the correct ones for the application, free from defects, and ready and available to perform the job, in accordance with OHSA and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5393.4 **Install plant training support systems** by using required equipment and tools and following specified installation procedures, so that the support system is installed in accordance with predetermined layout block design, and manufacturer’s recommendations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5393.5 **Maintain plant training support system** by: following procedures; checking plant attachments; making adjustments; replacing or repairing worn, damaged, or defective components including posts, wires, or attachments; and, identifying and reporting system problems or defects; in accordance with manufacturer’s recommendations and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5394.0 Trains and Prunes Plants

U5394.1 Prepare pruning and training tools and equipment by sharpening cutting edges, lubricating moving parts, and checking that safety devices are in place, so that the tools and equipment are prepared and ready for optimum cutting and personal safety, as specified by farm standards/practices and manufacturer’s recommendations.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

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U5394.2 Plan and prepare for pruning by determining: the cultivar growth patterns; root stock growth habits; required training system; tree shapes; types and methods of cutting and training; seasonal and environmental condition; and, required tools, equipment, and personnel; so that the pruning process is completed efficiently, effectively, and within required times frames, in accordance with farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5394.3 Prune fruit trees by: using required equipment; following specified pruning and removal or disposal procedures; so that the trees are pruned for seasonal growth patterns, cultivar characteristics, effective healing, weak or strong tree growth and rejuvenation, tree shape, bud survival rates, bud set, fruit size and quality, harvestability, and disease or insect removal and control; in accordance with farm standards/practices, reference materials, and government regulations.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5394.4 Prune vines by: using required equipment; following specified vine pruning and removal or disposal procedures; so that the vines are pruned for seasonal growth habits, environmental factors, weak or strong vine growth and rejuvenation, disease removal and control, and to match the vine training support system; in accordance with the layout block design, farm standards/practices, and reference materials.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5394.5 Prune small fruit plants by: using required equipment; following specified pruning and removal or disposal procedures; so that the small fruit plants are pruned for seasonal bearing habits, weak and strong plant growth and rejuvenation, bud survival rates, disease or insect removal and control, and to match plant training support system; in accordance with the layout block design, reference materials, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5394.6 Monitor pruning by: checking effects of dormant and summer pruning; checking the balance between vegetative growth and bud set; and the quality, size, and colour of fruit and ease of harvesting; incidents of disease, insects, and spray penetration; making necessary seasonal or environmental adjustments; and, completing required records; in accordance with reference materials and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5394.7 Plan and prepare for the training of plants by determining the stage of maturity, types and methods of training, and required equipment, tools, and personnel, so that the plant training process is completed effectively and efficiently and within required time frames, as specified in reference materials and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5394.8 Implement plant training procedures by using limb, cane, and plant positioning aids, and following specified manipulation procedures including: tying, spreading, weighting, wiring, twisting, and clipping, so that the limbs, canes, and plants are correctly shaped and positioned, in accordance with reference materials and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5394.9 Monitor plant training process by: checking fruit size and colour; checking bud set and balance between vegetative and fruiting growth patterns and checking the incidence of disease, insects, and spray penetration; determining harvest yield; making necessary adjustments; and, completing required records; in accordance with reference materials and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5395.0 Fertilizes Plants

U5395.1 Read and interpret fertilization documentation including reference materials manufacturer’s recommendations to identify: “major/primary” and “micro/minor” nutrients; soil amendments; plant growth; types and operating principles of fertilizing equipment; types and application methods of soil and foliar fertilizers; timing of nutrient applications; and, any information needed to affect optimum plant nutrition/health.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

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U5395.2 Take a soil, leaf, or fruitlet sample by collecting a representative soil, fruit or foliar sample within the specified time frames, so that all fertilizers or soil amendments are applied effectively and safely in accordance with reference materials, laboratory soil testing standards, government regulations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5395.3 Plan and prepare for plant fertilization by: reading soil and leaf analysis reports; selecting appropriate fertilizer; determining application methods and rates; and, identifying timing of application; so that the fertilization process is planned as specified in soil and leaf analysis guidelines, reference materials, manufacturer’s recommendations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5395.4 Calibrate fertilizer equipment by: following required maintenance procedures including oiling and greasing; checking components and parts; installing or adjusting safety shields; testing the performance of the equipment; and, attaching applicator unit to tractor; so that the fertilizer equipment is ready for the application, in accordance with farm standards/practices and manufacturer’s recommendations.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5395.5 Apply fertilizer by: using required equipment; following specified procedures; monitoring application rate; adjusting application rate; and, cleaning and preparing spreader equipment; ensuring that fertilizer is applied in accordance with daily environmental conditions and seasonal factors, manufacturer’s recommendations, government regulations, environmental protocols, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5395.6 Monitor fertilizing process by: checking that the entire site has been covered; checking growth rate, foliage colour, bud set, soil and tissue nutrient levels, yield, and fruit quality; making necessary seasonal and environmental adjustments; and, completing records or documents; so that the fertilizing process is maintained to affect optimum growth and crop quality, in accordance with reference sheets, manufacturer’s recommendations, government regulations, environmental protocols, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5396.0 Performs Crop Protection Procedures

U5396.1 Read and interpret crop protection documentation including reference materials and manufacturer’s recommendations to identify: pest type; insects; diseases; weeds; control options and methods including insecticides, miticides, non-chemical, fungicides, and herbicides; timing of spray applications; spraying application methods; and, any other information needed to perform crop protection procedures.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

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U5396.2 Plan and prepare for crop protection procedures including animal, weed, disease, and insect control methods by identifying: pest complex; stage and number of pests; cultivar susceptibility; type and methods for monitoring; types, rate, and application method of pesticides; timing of spray applications; and, required tools, equipment, and personnel; so that the crop protection procedures are completed efficiently, effectively, and safely in accordance with specified time frames, environmental protocols, government regulations, manufacturer’s recommendations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5396.3 Calibrate crop protection equipment by: following required maintenance and servicing procedures; testing the performance of the equipment; checking servicing requirements, spraying controls, and operating procedures; performing circle check prior to operating the equipment; checking gauges, dials, nozzles, and belts; mixing chemicals; filling the spraying equipment with prepared chemicals; and, setting controls or gauges; so that the spraying equipment is operated safely, effectively, and efficiently, in accordance with government regulations, manufacturer’s recommendations, reference materials, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5396.4 Perform high and/or low volume air-assisted or hydraulic spraying using required equipment including tractor, specialized spraying equipment, personal protective equipment, and chemical, drenching, and fumigating equipment, so that all pesticides are applied effectively, efficiently, and safely in accordance with specified time frames, reference materials, government regulations, farm standards/practices, and manufacturer’s recommendations.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5396.5 Monitor crop protection process by: checking that entire site has been covered; checking plants for disease, insect, or animal damage; checking that plants are free of weed competition; making necessary seasonal and environmental adjustments; and, completing required records/documents; so that plant damage is avoided or kept to a minimum and the crop protection process is maintained to affect optimum pest control, in accordance with reference sheets, manufacturer’s recommendations, government regulations, environmental protocols, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5397.0 Performs Ground Covering Practices

U5397.1 Read and interpret ground covering reference materials to identify: type of ground cover; ground covering techniques; timing; monitoring procedures; required tools, equipment, and personnel; and, any other information needed to plan the process for ground covering.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

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U5397.2 Plan and prepare for the ground cover process by determining: seeding rates; grass variety or clover selection; timing of application; fertilizer requirements; types and methods of cover application; and, required tools, equipment, and personnel; so that the ground cover process is completed efficiently, effectively, and safely in accordance with specified time frames, supplier recommendations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5397.3 **Implement the ground covering process** by tilling, drilling, broadcasting, seeding, and fertilizing, using tractor and seeders, so that the ground site is covered efficiently, effectively, and safely, in accordance with specified time frames, government regulations, manufacturer’s recommendations, reference materials, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5397.4 **Maintain the ground cover** by fertilizing, mowing, irrigating, and spraying with herbicides, using tractor, mowers, herbicide sprayer, fertilizer equipment, overhead or sprinkler irrigation equipment, and wearing personal protective equipment, so that ground cover is maintained for optimum growth and protection, in accordance with reference materials, environmental protocols, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5398.0 Performs Crop and Plant Density/Thinning Practices

U5398.1 Read and interpret density/thinning documentation including reference materials, previous farm records, and manufacturer’s recommendations to identify: mechanical and chemical density/thinning procedures; field layout specifications; timing of application; crop density/thinning techniques; required tools, density/thinning equipment, personal protective equipment, maintenance requirements, and monitoring procedures; and, any other information needed to plan the density/thinning process.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

*** A Trainer may be a Supervisor or the competent employee designated by the Apprentice’s Sponsor.**

U5398.2 Plan and prepare for crop density/thinning by determining: cultivar; type and methods for density/thinning; seasonal and daily weather conditions; and, required tools and equipment; so that the crop density/thinning process is completed efficiently, effectively, and within required time frames, as specified in farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5398.3 Perform chemical density/thinning of fruit by: using tractor, sprayer, sizing gauges, knives, weather equipment, and personal protective equipment; following specified density/thinning procedures; counting, sizing, and cutting fruitlets; mixing chemicals; and, spraying fruit; so that the crop is thinned for seasonal growth patterns, fruit set characteristics, fruit size and quality, harvestability, and disease or insect removal and control, in accordance with crop development stage, reference materials, manufacturer’s recommendations, government regulations, environmental protocols, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5398.4 Prepare density/thinning tools and equipment by sharpening, lubricating, and checking that all safety devices are in place, and ensuring that the tools and equipment are ready for optimum cutting and personal safety as specified by farm standards/practices and manufacturer’s recommendations.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5398.5 Perform mechanical density/thinning of fruit by: using hand tools, sizing gauges, knives, pruners, and personal protective equipment; following specified density/thinning procedures; counting, sizing and cutting fruitlets; and, manually/mechanically thinning of fruit; so that the crop is prepared for seasonal growth patterns, fruit set characteristics, fruit size and quality, harvestability, and disease or insect removal and control, in accordance with the stage of crop development, reference materials, manufacturer’s recommendations, government regulations, environmental protocols, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5398.6 Monitor the mechanical and chemical thinning process by: checking effects of density/thinning process; checking fruitlet growth rates; checking quality, size, and colour of fruit; checking for ease of harvesting; making necessary seasonal or environmental adjustments; redoing chemical or mechanical density/thinning; and, completing required records, so that the density/thinning is completed and maintained to affect optimum growth and development, in accordance with reference sheets, nursery publications, layout block design, environmental protocols, government regulations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5399.0 Performs Propagation Procedures

U5399.1 Read and interpret plant propagation documentation including nursery publications, reference materials, and suppliers' recommendations to identify: budding, grafting, layering, cutting, and propagation techniques; timing; monitoring procedures; required tools, equipment, and personnel; and, any other information needed to plant the plant propagation process.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

*** A Trainer may be a Supervisor or the competent employee designated by the Apprentice's Sponsor.**

U5399.2 Plan and prepare for plant propagation of plant material in nursery by determining: cultivar and root stock selection; compatibility; availability; type and method of propagation techniques; timing of propagation; layout block design; required tools, equipment, materials, and personnel; and, preparation of tools by sharpening, oiling, or adjusting; so that the nursery stock propagation procedures are completed efficiently, effectively, and safely in accordance with specified time frames, government regulations, plant patent regulations, supplier recommendations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5399.3 Plan and prepare for field site grafting by determining: cultivar and root stock selection and availability; type and method of propagation; timing of propagation; layout block design; required tools, equipment, and personnel; and, preparation of tools by sharpening, oiling, or adjusting; so that the field site plant propagation procedures are completed efficiently, effectively, and safely in accordance with specified time frames, government regulations, suppliers' recommendations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5399.4 Perform grafting and/or budding techniques including T-budding, chip budding, and branch or top grafting by: following specified procedures; cutting; cleaning; inserting buds/scion wood into understock; and, using grafting and budding equipment, hand tools, tying utensils, and waxes; so that the selected cultivar/root stocks are prepared and ready to affect optimum growth, in accordance with the stage of crop development, layout block design, nursery reference materials, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5399.5 Perform planting procedures including free stand planting, support systems planting, and solid/raised bed planting, by digging, augering, and trenching using shovels, stakes, support materials, power augers, and planting implement, so that the selected cultivar/root stocks are planted, in accordance with the stage of crop development, layout block design, nursery publications, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5399.6 Cut and layer grape vines by following specified procedures using knives, axes, and plant clippers, so that the selected cultivar/grape vines are prepared and ready for optimum growth, in accordance with the stage of crop development, nursery publications, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5399.7 Monitor propagation process by: checking the number of plants, size and shape of the plants, supported training sites, bud and graft unions, and the alignment of grafts; making necessary adjustments; sucker removal; removing weak/damaged grafts; and, pruning; so that the propagation process is completed and maintained to affect optimum growth, in accordance with reference sheets, nursery publications, layout block design and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5400.0 Operates & Maintains Farm Mechanical and Power Equipment and Systems

U5400.1 Operate and maintain farm tractors and accessories including trail-type and three-point hitch equipment by: following required procedures; oiling and greasing moving parts; filling the fuel tank with correct fuel; adjusting belts and chains; checking controls and switches; changing tires; and, identifying and reporting worn, damaged, or defective parts, components, or systems; so that the tractor is operating safely and efficiently and no damage or injury is caused to the tractor or the operator in accordance with government regulations and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

*** A Trainer may be a Supervisor or the competent employee designated by the Apprentice's Sponsor.**

U5400.2 Operate and maintain farm truck and jitney by: following required procedures; oiling and greasing moving parts; filling the fuel tank with correct fuel; adjusting belts and chains; checking all systems; checking controls and switches; and, identifying and reporting worn, damaged, or defective parts, components, or systems; so that the truck and jitney are operated safely and efficiently and no damage or injury is caused to the truck, jitney, or the operator in accordance with government regulations, manufacturer’s recommendations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5400.3 Operate and maintain harvesting equipment by: following required procedures; oiling and greasing moving parts; checking power source; cleaning and adjusting belts and pulleys; checking all moving parts; checking controls and switches; and, identifying and reporting worn, damaged, or defective parts, components, or systems; so that the harvesting equipment is operated safely and efficiently, and no damage or injury is caused to the equipment or the operator, in accordance with government regulations and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5400.4 Operate chainsaws and power pruners by: following required procedures; oiling and greasing moving parts; checking the power source; checking that power or fuel is available; cleaning and sharpening saw teeth; replacing spark plugs and air filters; checking all moving parts; checking controls and switches; and, identifying and reporting worn, defective, or damaged parts and components; so that the chain saw and power pruners are operated efficiently, safely, and no damage or injury is caused to the equipment or operator, in accordance with manufacturer’s specifications, government regulations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5400.5 Operate and maintain irrigation system by: following required procedures; checking for leaks; repairing leaks; starting up the pump; checking for air blocks; cleaning, scheduling, and manually setting and adjusting the system; performing winterization of the system; performing filter maintenance; and, identifying and reporting worn, damaged, or defective parts; so that the water is flowing consistently and efficiently as specified in manufacturer’s specifications and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5400.6 Operate and maintain packing line system and components by: following required procedures; safely entering into atmospherically controlled area; identifying and locating power supply, main switch, and fuse/breaker panels; replacing light bulbs; cleaning dirt and dust from components/parts; replacing and repairing pulleys, belts, rollers, brushes, and cups; keeping all electrical equipment free from moisture; turning off lights and motors when not in use; identifying and reporting defective or burnt out motors; and, preparing inventory requests for parts and equipment, so that the packing line and components operate effectively, efficiently, and safely in accordance with manufacturer’s specifications and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5400.7 Operate and maintain cold storage and controlled atmosphere facilities by: following required procedures; identifying and locating power supply, main switch, and fuse/breaker panels; keeping electrical equipment free from moisture; cleaning dirt and dust from electrical equipment; checking temperature, gas concentration, and compressor gauges; identifying and reporting defective or damaged parts and equipment; and, making necessary adjustments; so that the produce storage temperatures and environment are correctly maintained in accordance with required sanitation procedures, manufacturer’s recommendations, government regulations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5400.8 Operate and maintain tile and plastic drainage systems by: checking flow rate, leaks, line breakage, obstructions in the outlets, and free standing water in fields or low spots; replacing or repairing damaged tiles or parts; and, setting or adjusting water pumps; so that the water/drainage system flows consistently and efficiently as specified in manufacturer’s recommendations, government regulations, environmental protocols, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5400.9 Operate air compressors and systems by: following required procedures; inspecting the air compression lines for leaks and pressure levels; checking pneumatic pruners for pressure and lubrication; checking power source, oil levels, belts, and lubrication levels; oiling and lubricating moving parts; checking controls and switches; cleaning and checking all moving parts; and, identifying and reporting worn, defective, or damaged parts and components; so that the air compressor and systems are operational, functioning, and ready for use, in accordance with government regulations, manufacturer’s recommendations and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5401.0 Performs Harvesting and Grading Techniques

U5401.1 Read and interpret harvesting and grading documentation including reference materials, commodity agency regulations, and government inspection booklets or fact sheets to identify: fruit size, colour, pressure, and sugar/Brix levels; harvesting procedures; grading standards; required tools, equipment, and personnel; and, any other information needed to complete the harvesting of fruit and the grading process.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

*** A Trainer may be a Supervisor or the competent employee designated by the Apprentice’s Sponsor.**

U5401.2 Plan and prepare for harvesting by: determining grading percentages and readiness of harvestable fruit; checking quality and number of packaging containers; checking that required equipment is available; testing harvesting machinery and equipment; determining personnel requirements; determining cultivar harvest order; mowing and preparing orchard or field site; setting up containers; setting up ladders or personal lift equipment; and, checking physical and environmental conditions of storage facilities; so that the harvesting of fruit can be completed efficiently, effectively, and safely in accordance with commodity marketing guidelines, manufacturer’s recommendations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5401.3 Harvest, grade, and store fruit by: using required equipment; following specified procedures; identifying harvest readiness of fruit; selecting and picking fruits; placing fruit in containers; grading the fruit for size, quality, and colour; monitoring harvesting process; and, completing required records; so that the fruit quality is maintained and the fruit is harvested with minimal damage, in accordance with commodity marketing specifications, government regulations, and farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5401.4 Perform post-harvest procedures by: using graders and conveyor systems; following specified procedures; determining type and quantity of containers; maintaining cleanliness on the packing line; mechanically or manually packing fruit in required containers; placing fruit into storage; and, monitoring stored fruit; so that the fruit is packed and stored, in accordance with commodity marketing specifications, government regulations, manufacturer’s recommendations, and farm standards/ practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

U5401.5 Monitor harvesting process by: checking fruit for insect or disease damage and mechanical injury; identifying and recording cull-outs; recording harvest quantity and quality; testing random samples for pressure, Brix levels, colour, and taste; and, completing required records and documents; so that the harvesting patterns and results are identified and recorded for future use in accordance with farm standards/practices.

mm/dd/yy	Trainer Print Name	*Trainer Signature
mm/dd/yy	Apprentice Print Name	Apprentice Signature

Curriculum Learning Outcomes

16 weeks (480 hours) of in-school training.

1. Protect Self and Others

The apprenticeship is able to maintain a safe farming environment for self and others that complies with current government regulations:

- identify workplace health and safety hazards, corrective action requirements and
- reporting procedures as specified by current government legislation.
- wear, adjust, and maintain required personal protective equipment
- maintain a clean and organized lab environment
- communicate emergency response procedures
- maintain a clean and organized classroom environment
- work safely around people
- inspect equipment for defects and safe working condition
- identify the procedures to report information about injuries
- describe the process of documenting safety or injury incidences
- state the procedures to follow if injuries occur
- identify the steps in lock out and tagging mechanical equipment
- handle, store, and control hazardous materials utilizing the approved and specified equipment
- describe the procedures for operating and inspecting hoisting and lifting equipment
- handle, store, and control pesticides utilizing the approved and specified equipment
- describe the procedures for inspecting and operating power activated tools and equipment
- describe the procedures and methods for working around ponds and irrigation system
- describe the procedures the operation of farm vehicles in accordance with legal and government regulations

2. Land preparation

The apprentice is able to identify, describe, and plan for land preparation, in accordance with reference materials and government regulations

- review and describe all safe work habits and procedures required when performing land preparation.
- describe the climatic and soil requirements for land preparation.
- identify, describe, and complete a layout block design.
- describe the procedures for taking a soil sample.
- describe and identify techniques and procedures for tilling uncultivated sod.
- describe existing orchard or vineyard soil tilling techniques.
- describe previously cropped filed tilling techniques.
- describe fertilizing and preparation techniques of new soil for planting beds.
- identify and describe weed control techniques
- identify and describe nematode control techniques.
- identify and describe soil-borne disease control techniques.
- identify and describe drainage techniques.

3. Transplanting

The apprentice is able to identify and describe fruit transplanting procedures in accordance with layout block design and transplanting reference materials:

- review and discuss all safe work habits and procedures required when performing transplanting procedures.
- identify and describe transplanting procedures.
- describe the procedures for preparing plants for transplanting.
- design a staking/trellising procedure.
- identify and describe plant handling procedures for transplanting.
- identify and describe planting procedures of fruit trees.
- identify and describe vine planting procedures.
- identify and describe small fruit planting procedures.
- identify and describe plant protection procedures.
- identify and describe type and methods of irrigation.
- identify and describe fertilizing techniques.
- identify and describe fruit pruning and training procedures.
- identify and describe monitoring and recording procedures.

4. Plant Training Support Systems

The apprentice is able to identify and describe plant training support systems:

- review and describe all safe work habits and procedures required when performing plant training support.
- identify and describe plant training support procedures and methods.
- identify, describe, and determine the layout block design of support systems.
- identify and describe training support installation tools and equipment.
- identify and describe installation of plant training support systems.
- identify and describe the maintenance of plant training support systems.

5. Plant Training and Pruning

The apprentice is able to identify, describe, and determine plant training and pruning procedures for fruit growing:

- review and discuss all safe working habits and procedures required when performing plant training and pruning.
- identify, describe, and demonstrate the maintenance of pruning and training tools.
- develop a plan for the preparation of pruning of rootstock.
- identify and describe fruit tree pruning procedures.
- identify and describe vine pruning procedures.
- identify and describe small fruit plant pruning procedures.
- identify and describe methods for monitoring and documenting fruit pruning procedures.
- identify and describe methods to develop a plan and prepare for the training of plants.
- identify and describe methods of plant training.
- identify and describe methods for monitoring and documenting plant training procedures.

6. Plant Fertilization

The apprentice is able to identify and describe fertilizing procedures fruit growing:

- review and discuss all safe work habits and procedures required when performing fertilizing procedures.
- identify and describe plant fertilization procedures and methods.
- identify, describe, and demonstrate procedures for taking a soil, leaf, or fruitlet sample.
- determine and develop a plan for preparation for the fertilization of plants.
- identify and describe methods for calibrating fertilizer equipment.
- identify and describe application procedures for the fertilization process.
- identify and describe methods for monitoring and documenting the fertilization process.

7. Crop Protection

The apprentice is able to identify, describe, and determine crop protection procedures for fruit growing in accordance with reference materials:

- review and discuss all safe working habits and procedures required when performing crop protection.
- identify, describe, and determine crop protection procedures for fruit growing.
- determine and develop a plan for the preparation for crop protection procedures.
- identify and describe methods for calibrating crop protection equipment.
- identify and describe spraying techniques.
- identify and describe methods for monitoring and documenting the crop protection process.

8. Ground Covers

The apprentice is able to identify and describe ground cover techniques in accordance with reference materials:

- review and discuss all safe work habits and procedures required when performing ground cover techniques.
- identify, describe, and determine ground cover techniques.
- identify, describe, and determine ground cover establishment procedures.
- identify and describe ground cover implementation procedures.
- identify and describe ground cover maintenance procedures.

9. Crop and Plant Density/Thinning

The apprentice is able to identify and describe crop and plant thinning procedures in accordance with reference materials and manufacturer's recommendations:

- review and discuss all safe work habits and procedures required when performing crop and plant density/thinning procedures.
- identify and describe crop and plant thinning techniques and procedures.
- identify, describe, and determine thinning techniques and procedures.
- develop a plan to prepare for the thinning of plants.
- identify and describe chemical thinning process.
- identify, describe, and perform maintenance of thinning tools and equipment.
- identify and describe the mechanical thinning process.
- monitor and document thinning procedures.

10. Propagation Procedures

The apprentice is able to identify, describe, and determine appropriate propagation techniques and procedures in accordance with reference materials, government regulations, and nursery recommendations:

- review and discuss all safe work habits and procedures required when performing plant propagation.
- identify, describe, and determine appropriate propagation techniques and procedures.
- develop a plan to prepare for the propagation of plant materials.
- develop a plan to prepare for field site grafting.
- identify, describe, and determine grafting and/or budding techniques.
- identify and describe planting procedures.
- identify and describe cutting and layering techniques.
- monitor and document the propagation process.

11. Farm Mechanical & Power Equipment

The apprentice is able to describe the operating principles and maintenance procedures for mechanical and power equipment and systems in accordance with government regulations and reference materials:

- review and discuss all safe work habits and procedures when operating and maintaining mechanical and power equipment and systems.
- describe the operating principles and maintenance procedures for mechanical and power equipment and systems.
- identify and describe the basic operating principles and basic maintenance procedures for farm trucks and jitney.
- identify and describe the basic operating principles and basic maintenance procedures for operating and maintaining harvesting equipment.
- identify and describe the operating principles and basic maintenance procedures for chainsaws and power pruners.
- identify and describe the operating principles and basic maintenance procedures of irrigation systems.
- identify and describe the operating principles and basic maintenance procedures of packing lines, facilities and system components.
- identify and describe the operating principles and basic maintenance procedures of cold storage and controlled atmosphere facilities.
- identify and describe the operating principles and basic maintenance procedures of tile and plastic drainage systems.
- identify and describe the operating principles and basic maintenance procedures for air compressors and systems.

12. Harvesting and Grading Techniques

The apprentice is able to identify, describe, and determine harvesting and grading techniques in accordance with government standards and market grading standards:

- review and discuss all safe work habits and procedures required when performing harvesting and grading.
- identify, describe, and determine procedures for harvesting and grading of fruit.
- identify, describe, and plan for the preparation of the harvesting of fruit crops.
- identify and describe harvesting, field, grading, and storing of fruit.
- identify and describe post-harvest procedures.
- identify and describe monitoring and documentation process.

Definitions

Apprentice

- An individual who, pursuant to a registered Training Agreement, is receiving or is to receive training in a trade that is required as part of an apprenticeship program
- Holds a Training Agreement in either a compulsory or non-compulsory trade;
- Are subject to any ratios that have been set out in regulation and or recommended by industry for their trade(s);
- Remain as an Apprentice until they receive their Certificate of Apprenticeship

BOSTA

Building Opportunities in the Skilled Trades Act, 2021 (BOSTA)

Certificate of Apprenticeship (C of A)

A certificate issued to individuals who have demonstrated that they have completed an apprenticeship program in Ontario.

Certificate of Qualification (C of Q)

A certificate issued to an individual who has completed an apprenticeship or equivalent AND passed the Certificate of Qualification examination.

Competence

The ability of an individual to perform a skill, consistently without assistance, in the workplace as set out in the Logbook.

Competency Analysis Profile (CAP Chart)

A chart that identifies the training needs of an individual trade and details the skills/skill sets that must be demonstrated during an apprenticeship program.

Journeyman

Journeyman means an individual who holds a certificate of qualification (in a compulsory or non-compulsory trade) and/or an individual who practices as a journeyman in a non-compulsory trade who does not hold a certificate of qualification and has equivalent experience in that trade.

Mandatory Skill

Status assigned to unshaded individual skills, skill sets or general performance objectives which must be signed-off for the Apprentice to complete their program.

Optional Skill

Status assigned to shaded individual skills, skills sets or general performance objectives for which sign-off is not required for the Apprentice to complete the program.

Provisional Certificates of Qualification

- A Provisional Certificate of Qualification is issued to an individual who has obtained a Certificate of Apprenticeship (in both compulsory and non-compulsory trades) in a program that has a Certificate of Qualification examination, to which the individual has not yet passed the Certificate of Qualification examination.
- A Provisional Certificate of Qualification shall have the prescribed term or, if no term is prescribed, a term of one year.
- In a compulsory trade, the Provisional Certificate of Qualification allows a person to continue working legally in the trade for up to 12 months while they work to pass the certifying exam.
- Individuals with a Provisional Certificate of Qualification are subject to any ratios that have been set out for their trade(s).

Ratios

For the purpose of an Apprenticeship program, a ratio is the maximum number of Journeypersons to Apprentices. The purpose of ratios is to provide consistent supervision, training and continuity of work.

Sign-off

Signature of the Sponsor of record, or an individual to whom that Sponsor has delegated signing authority, (e.g. Trainer) indicating an Apprentice's demonstration of competence.

Skill

Individual competency/task described in the Logbook.

Skill Sets

Group or selection of individual skills found in the Logbook.

Skill Set Completion for Sponsors

Listing for all skill sets and includes space for sign-off by Sponsor of record.

Sponsor

Means a person that has entered into a registered Training Agreement under which the person is required to ensure that an individual is provided with workplace-based training in a trade as part of an apprenticeship program.

Sponsor of Record

Refers to the Sponsor documented as being signatory to the registered Training Agreement or Contract of Apprenticeship. In order for a Sponsor to be considered for the training of Apprentices, they must identify that the workplace has qualified persons or the equivalent on site, and can identify that the workplace has the tools, equipment, materials, and processes which have been identified by the Industry representatives for the trade.

Trainer

An individual who oversees the performance of a task and sets the workplace expectations and practices for the Apprentice. For a compulsory trade, a qualified Trainer is an individual who holds a Certificate of Qualification. In a non-compulsory trade, a Trainer is an individual who either holds a CofQ, CofA, or is considered equivalent.

Ready to Write Your Exam?

Many of the skilled trades in Ontario have a final certification examination that you must pass to become certified in your trade. Passing the examination gives you the right to hold yourself out as a Journeyman and receive a Certificate of Qualification in your trade.

There are two types of trade certification examinations in Ontario:

1. Provincial (Ontario) examinations - which lead to a Certificate of Qualification.
2. Red Seal examinations – which lead to a Certificate of Qualification with an Interprovincial Red Seal endorsement.

If a trade is designated as Red Seal in Ontario, you will be writing the Red Seal examination. To access the Red Seal preparation guide please visit: red-seal.ca

Ontario's Exam Preparation Guide

[Exam Resources – Skilled Trades Ontario](#)

Basic Examination Details for You to Know

- You will have **up to four hours to write your examination.**
- Accommodations must be requested and approved prior to scheduling your examination.
- You can leave the examination centre if you complete the examination in less than four hours.
- Exam questions are multiple choice with four options from which you must choose the correct answer. Your examination may have between 90 and 150 multiple choice questions.
- You need a mark of 70% to pass.

Scheduling Your Examination

The examination scheduling process is currently outlined in detail on the Skilled Trades Ontario website: [Exam Scheduling – Skilled Trades Ontario](#)

Remember these 3 basic steps:

1. Confirm your eligibility to write the examination with Skilled Trades Ontario.
2. Contact Client Services at Skilled Trades Ontario to pay your examination fee.
3. Contact the local Service Delivery Office to schedule your examination in their examination centre: <https://www.ontario.ca/page/employment-ontario-apprenticeship-offices>

Instructions for Recording a Change in Sponsor

1. Record your first sponsor's information in Sponsor Record #1 – this would be the sponsor who has signed your initial apprenticeship Training Agreement for this trade.
2. If you do change sponsors prior to completing this apprenticeship, please contact your local Service Delivery Office immediately to update your sponsor record.
3. Please make sure you record all the information regarding any additional sponsors of record towards your apprenticeship using the Sponsor Records on the following pages (if applicable).

You must fill out a Change of Sponsor Record each time you change your sponsor.

Sponsor Record #1

Sponsor Information		
Apprentice Name		
Training Agreement #		Date (mm/dd/yy)
Sponsor Name		
Address		
Telephone		
E-mail Address		

Summary of Training	
Employment Start Date	
Employment End Date	
Total hours of training & instruction between dates of employment.	
Skill Sets Completed	

As the Sponsor, I hereby confirm that the above information is true and accurate to the best of my knowledge.

Signature: _____ Date: (mm/dd/yy) _____

The Sponsor is required to sign-off and date the skills after the Apprentice has proven competence in those skills. However, if a skill is shaded, it is optional and does not need to be signed-off.

***If you need additional copies of the Sponsor Record, visit SkilledTradesOntario.ca and search Sponsor Record Form.**

Change of Sponsor Record #2

Sponsor Information		
Apprentice Name		
Training Agreement #		Date (mm/dd/yy)
Sponsor Name		
Address		
Telephone		
E-mail Address		

Summary of Training	
Employment Start Date	
Employment End Date	
Total hours of training & instruction between dates of employment.	
Skill Sets Completed	

As the Sponsor, I hereby confirm that the above information is true and accurate to the best of my knowledge.

Signature: _____ Date: (mm/dd/yy) _____

The Sponsor is required to sign-off and date the skills after the Apprentice has proven competence in those skills. However, if a skill is shaded, it is optional and does not need to be signed-off.

***If you need additional copies of the Sponsor Record, visit SkilledTradesOntario.ca and search Sponsor Record Form.**

Change of Sponsor Record #3

Sponsor Information		
Apprentice Name		
Training Agreement #		Date (mm/dd/yy)
Sponsor Name		
Address		
Telephone		
E-mail Address		

Summary of Training	
Employment Start Date	
Employment End Date	
Total hours of training & instruction between dates of employment.	
Skill Sets Completed	

As the Sponsor, I hereby confirm that the above information is true and accurate to the best of my knowledge.

Signature: _____ Date: (mm/dd/yy) _____

The Sponsor is required to sign-off and date the skills after the Apprentice has proven competence in those skills. However, if a skill is shaded, it is optional and does not need to be signed-off.

***If you need additional copies of the Sponsor Record, visit SkilledTradesOntario.ca and search Sponsor Record Form.**

Change of Sponsor Record #4

Sponsor Information		
Apprentice Name		
Training Agreement #		Date (mm/dd/yy)
Sponsor Name		
Address		
Telephone		
E-mail Address		

Summary of Training	
Employment Start Date	
Employment End Date	
Total hours of training & instruction between dates of employment.	
Skill Sets Completed	

As the Sponsor, I hereby confirm that the above information is true and accurate to the best of my knowledge.

Signature: _____ Date: (mm/dd/yy) _____

The Sponsor is required to sign-off and date the skills after the Apprentice has proven competence in those skills. However, if a skill is shaded, it is optional and does not need to be signed-off.

***If you need additional copies of the Sponsor Record, visit SkilledTradesOntario.ca and search Sponsor Record Form.**

Appendix A — Instructions for Apprenticeship Program Completion

Once an Apprentice has completed all the classroom training and benchmark on-the-job hours specified for the trade and has acquired all the mandatory skills included in this Logbook.

The Apprentice and the Sponsor complete the Apprentice Completion Form and the Skill Set Completion for Sponsors Form located on the following pages.

1. They sign the forms and submit them to their local Service Delivery Office. To find the closest office, check the contact information at ontario.ca/page/employment-ontario-apprenticeship-offices or call the Employment Ontario toll free number at (1-800-387-5656).
2. For All Trades: All mandatory skills (or the combination indicated in the completion requirements for the trade) in the Logbook must be signed-off. The recommended hours are a benchmark. If the Sponsor is completing the Apprentice before the industry recommended training hours are done, staff may request further information regarding the Apprentice's on-the-job training. An example of a request would be a letter from the Sponsor confirming the Apprentice worked for some time in the trade before the initial Training Agreement was registered, thereby acquiring some skills beforehand.

If Apprentices are submitting the completion request form and supporting documentation to their local Service Delivery Office by mail, fax, or email (as a scanned document), they should not include their Logbook; if they are presenting this form in person at the local Service Delivery Office, they should bring their Logbook with them.

After staff verifies all the information in the completion request, they may contact either the Apprentice or the Sponsor for further information or documentation. Once the completion has been confirmed, the local Service Delivery Office will issue a Certificate of Apprenticeship to the Apprentice.

Skilled Trades Ontario will receive notification of this completion.

- If the Apprentice has completed a program in a **compulsory trade**, Skilled Trades Ontario will automatically register the Apprentice for a Provisional Certificate of Qualification to continue to work legally for one year while preparing for the certification examination.
- If an Apprentice completes their apprenticeship in a **non-compulsory trade** and there is a Certificate of Qualification exam, they must write and pass the exam to receive a Certificate of Qualification from Skilled Trades Ontario.

For permission to schedule an exam once completion is confirmed, the individual must first contact the Skilled Trades Ontario Client Services Department at 647-847-3000 or toll free at 1-855-299-0028 to pay the certification examination fee. Once you have paid your exam fee with Skilled Trades Ontario, book your exam by contacting your nearest Employment Ontario local Service Delivery Office.

Appendix B — Apprentice Completion Form

Please fill out both sides of this form, including the Skill Set Completion for Sponsors (see back of form). Once both sides are completed, submit the form to your local Service Delivery Office (find contact information at ontario.ca/page/employment-ontario-apprenticeship-offices or by calling Employment Ontario at (1-800-387-5656).

Apprentice Information	
Name (print)	
Client ID # Issued by Ministry	
Telephone Number(s)	

Sponsor Information	
Legal Name	
Address	
Telephone Number(s)	
Sponsor's Signing Authority <i>(print name)</i>	
E-mail Address	

Program Information	
Trade Name	
Number of hours required as per Training Agreement <i>(hours-based trades only)</i>	
Hours completed? <i>(documentation attached)</i>	Yes () No () Not applicable ()
Classroom training completed or exempt?	Yes () No () Not applicable ()

I hereby confirm that the information submitted on both sides of this form is true and accurate.

X _____
Apprentice's Signature Date

X _____
Signature of Sponsor's Signing Authority Date

Appendix C — Skill Set Completion for Sponsors

You will find the skill set numbers and titles in the Logbook's Table of Contents. By signing off each skill set in the table below, you are providing final confirmation, as the Apprentice's Sponsor, that the Apprentice has demonstrated competency in all the mandatory skills included in the skill set.

Skill Set #	Skill Set Title	Signing Authority Signature
U5390.0	Protects Self and Others	
U5391.0	Prepares Land	
U5392.0	Performs Transplanting	
U5393.0	Sets Up and Maintains Plant Training Support Systems	
U5394.0	Trains And Prunes Plants	
U5395.0	Fertilizes Plants	
U5396.0	Performs Crop Protection Procedures	
U5397.0	Performs Ground Covering Practices	
U5398.0	Performs Crop and Plant Density/Thinning Practices	
U5399.0	Performs Propagation Procedures	
U5400.0	Operates & Maintains Farm Mechanical & Power Equipment Systems	
U5401.0	Performs Harvesting & Grading Techniques	

Ministry of Labour, Immigration, Training and Skills Development use only:

Sponsor verified as most recent sponsor of record: Yes () No ()

Documentation to support completion of hours attached: Yes () No ()

Completion of classroom training verified: Yes () No ()

Staff Name _____ Signature _____

Date _____

Learning Outcomes Completion Form

Date Of Completion	Organization Name(s)	Signing Authority

Appendix D — Local Service Delivery Offices in Ontario

For current office listings visit: ontario.ca/page/employment-Ontario-apprenticeship-offices

Location	Contact	Location	Contact
Barrie 705-737-1431	55 Cedar Pointe Dr Unit 609, Barrie, ON L4N 5R7	Marathon 807-346-1550	52 Peninsula Road, Suite 103 Marathon, Ontario, P0T 2E0
Belleville 613-968-5558 1-800-953-6885	135 North Front St, Belleville, ON K8P 3B5	Markham 905-513-2695	140 Allstate Parkway, Suite 505, Markham, Ontario L3R 5Y8
Brantford 519-756-5197	505 Park Rd North Suite 201, Brantford, ON N3R 7K8	North Bay 705-495-8515 1-800-236-0744	200 First Ave West, North Bay, ON P1B 3B9
Chatham 519-354-2766 1-800-214-8284	870 Richmond St West 1st Floor, Chatham, ON N7M 5J5	Ottawa 613-731-7100 1-877-221-1220	Preston Square, 347 Preston Street, Suite 310, Ottawa, ON K1S 3H8
Cornwall 613-938-9702 1-877-668-6604	132 Second St East Ste 202, Cornwall, ON K6H 1Y4	Owen Sound 519-376-5790 1-800-838-9468	1450 1st Ave West, Suite 100, Owen Sound, ON N4K 6W2
Dryden 807-456-2665 1-800-734-9572	Provincial Government Building, 479 Government St, Dryden, ON P8N 3K9	Peel 905-279-7333 1-800-736-5520	The Emerald Centre, 10 Kingsbridge Garden Circle, Suite 404, Mississauga, ON L5R 3K6
Durham 905-433-0595 1-800-461-4608	78 Richmond Street West, Oshawa, ON L1G 1E1	Pembroke 613-735-3911 1-800-807-0227	615 Pembroke St East, Pembroke, ON K8A 3L7
Elliot Lake 1-800-236-8817	50 Hillside Dr North, Elliot Lake, ON P5A 1X4	Peterborough 705-745-1918 1-877-433-6555	901 Lansdowne St West, Peterborough, ON K9J 1Z5
Fort Frances 807-274-8634	922 Scott St 2nd Flr, Fort Frances, ON P9A 1J4	Sarnia 519-542-7705 1-800-363-8453	Bayside Mall, 150 Christina St North, Sarnia, ON N7T 7W5
Geraldton 807-854-1966	208 Beamish Avenue West Geraldton, Ontario P0T 1M0	Sault Ste. Marie 705-945-6815 1-800-236-8817	477 Queen St East 4th Flr, Sault Ste Marie, ON P6A 1Z5
Halton 905-842-5105 1-844-901-5105	700 Dorval Dr., Suite 201, Oakville, ON L6K 3V3	St Catharines 905-704-2991 1-800-263-4475	Garden City Tower, 301 St Paul St East, 10th Flr, St Catharines, ON L2R 7R4
Hamilton 905-521-7764 1-800-668-4479	Ellen Fairclough Bldg, 119 King St West 8th Flr, Hamilton, ON L8P 4Y7	Sudbury 705-564-3030 1-800-603-5999	159 Cedar St Ste 506, Sudbury, ON P3E 6A5
Kapuskasing 705-465-5785 705-235-1950	Ontario Government Complex, 122 Government Rd West, Kapuskasing, ON P5N 2X8	Thunder Bay 807-346-1550 1-800-439-5493	189 Red River Rd Suite 103, Thunder Bay, ON P7B 1A2
Kenora 807-468-2879 1-800-734-9572	227 1/2 Second St South, Kenora, ON P9N 1G4	Timmins 705-235-1950 1-877-275-5139	Ontario Government Complex, 5520 Highway 101 East Wing B, South Porcupine, ON P0N 1H0
Kingston 613-548-1151 1-866-973-4043	Alliance Business Centre, 299 Concession St Ste 201, Kingston, ON K7K 2B9	Toronto Centre 416-927-7366 1-800-387-5656	2 St Clair West, 11 th floor Toronto, ON M4A 1L5
Kitchener 519-653-5758 1-866-877-0099	4275 King St East, Kitchener, ON N2P 2E9	Toronto South 416-326-5800	625 Church St 1st Fl, Toronto, ON M7A 2B5
London 519-675-7788 1-800-265-1050	1200 Commissioners Rd E, Unit 72, London, ON N5Z 4R3	Windsor 519-973-1441	Roundhouse Centre, 3155 Howard Ave 2nd Fl, Suite 200, Windsor, ON N8X 4Y8

Competency Analysis Profile (CAP) Chart

U5390.0
Protects Self
and Others

U5390.1
Identify health
and safety
hazards

U5390.2
Wear, adjust,
and maintain
personal
protective
equipment

U5390.3
Practice good
housekeeping

U5390.4
Follow farm fire
procedures

U5390.5
Demonstrate
safe work habits

U5390.6
Work safely
around people

U5390.7
Conduct pre-
operational
check of farm
equipment and
fruit packing
systems

U5390.8
Report injuries to
supervisor

U5390.9
Assist in the
completion of
written safety
and injury reports

U5390.10
Follow farm
procedures for
applying first aid

U5390.11
Lock out and tag
mechanical
equipment

U5390.12
Handle
designated
chemicals

U5390.13
Operate lifting,
hoisting, and
loading
equipment

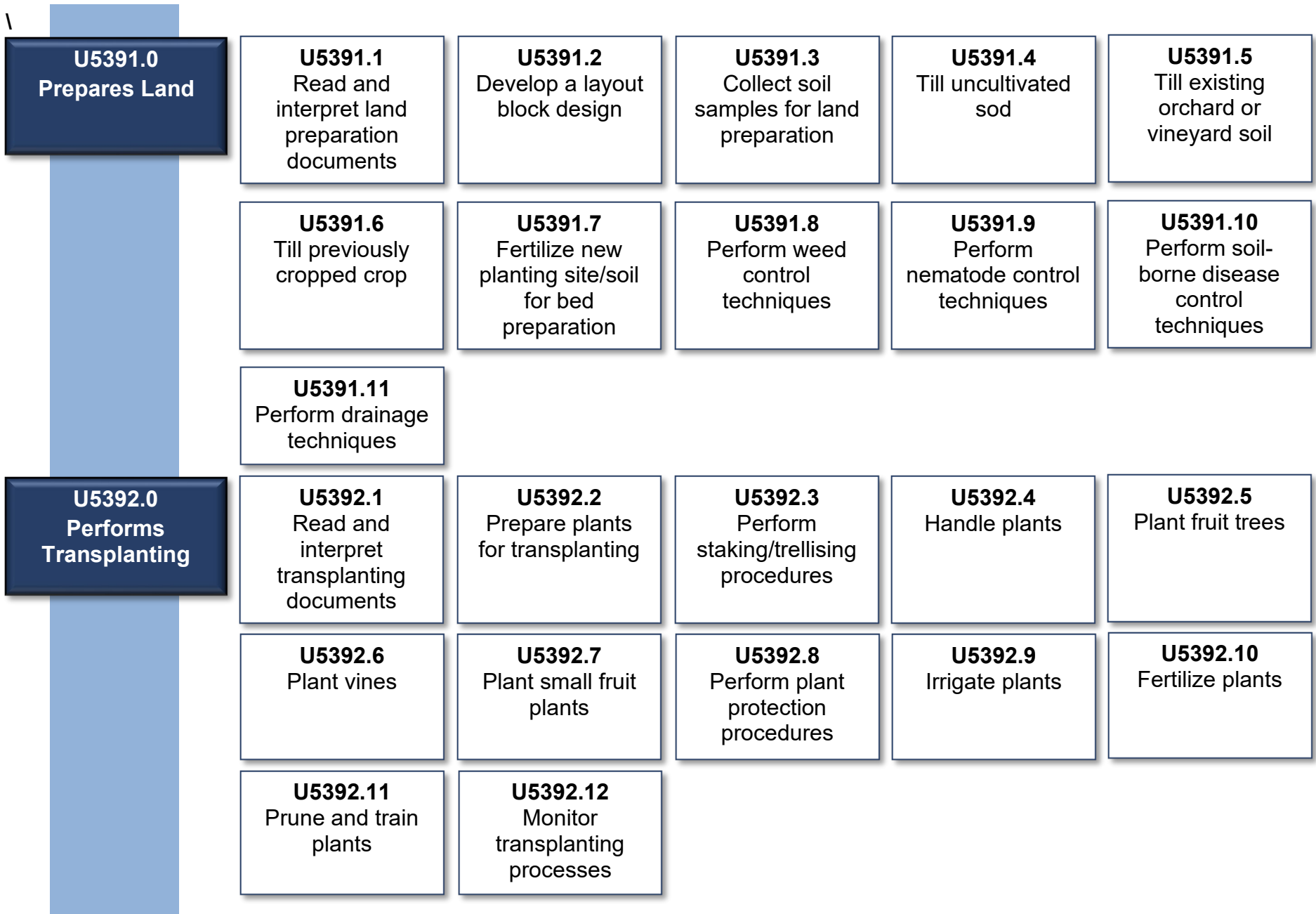
U5390.14
Handle
pesticides and
fertilizers

U5390.15
Operate power
activated tools
and equipment

U5390.16
Work around
ponds and
irrigations
systems

U5390.17
Operate farm
vehicles

Competency Analysis Profile: Agricultural — Fruit Grower 640F *(all unshaded skill sets must be completed)*



Competency Analysis Profile: Agricultural — Fruit Grower 640F *(all unshaded skill sets must be completed)*

<p>U5393.0 Set Ups and Maintains Plant Training Support Systems</p>	<p>U5393.1 Read and interpret plant training support systems documentation</p>	<p>U5393.2 Lay out block design of plant training support systems</p>	<p>U5393.3 Select training support system installation tools and equipment</p>	<p>U5393.4 Install plant training support systems</p>	<p>U5393.5 Maintain plant training support system</p>
<p>U5394.0 Trains and Prunes Plants</p>	<p>U5394.1 Prepare pruning and training tools and equipment</p>	<p>U5394.2 Plan and prepare for pruning</p>	<p>U5394.3 Prune fruit trees</p>	<p>U5394.4 Prune vines</p>	<p>U5394.5 Prune small fruit plants</p>
	<p>U5394.6 Monitor pruning</p>	<p>U5394.7 Plan and prepare for the training of plants</p>	<p>U5394.8 Implement plant training procedures</p>	<p>U5394.9 Monitor plant training process</p>	
<p>U5395.0 Fertilizes Plants</p>	<p>U5395.1 Read and interpret fertilization documentation</p>	<p>U5395.2 Take a soil, leaf, or fruitlet sample</p>	<p>U5395.3 Plan and prepare for plant fertilization</p>	<p>U5395.4 Calibrate fertilizer equipment</p>	<p>U5395.5 Apply fertilizer</p>
	<p>U5395.6 Monitor fertilizing process</p>				

Competency Analysis Profile: Agricultural — Fruit Grower 640F *(all unshaded skill sets must be completed)*

<p>U5396.0 Performs Crop Protection Procedures</p>	<p>U5396.1 Read and interpret crop protection documentation</p>	<p>U5396.2 Plan and prepare for crop protection procedures</p>	<p>U5396.3 Calibrate crop protection equipment</p>	<p>U5396.4 Perform high and/or low volume air-assisted or hydraulic spraying</p>	<p>U5396.5 Monitor crop protection process</p>
<p>U5397.0 Performs Ground Covering Practices</p>	<p>U5397.1 Read and interpret ground covering reference materials</p>	<p>U5397.2 Plan and prepare for the ground cover process</p>	<p>U5397.3 Implement the ground covering process</p>	<p>U5397.4 Maintain the ground cover</p>	
<p>U5398.0 Performs Crop and Plant Density/Thinning Practices</p>	<p>U5398.1 Read and interpret density/thinning documentation</p>	<p>U5398.2 Plan and prepare for crop density/thinning</p>	<p>U5398.3 Perform chemical density/thinning of fruit</p>	<p>U5398.4 Prepare density/thinning tools and equipment</p>	<p>U5398.5 Perform mechanical density/thinning of fruit</p>
	<p>U5398.6 Monitor the mechanical and chemical thinning process</p>				

Competency Analysis Profile: Agricultural — Fruit Grower 640F *(all unshaded skill sets must be completed)*

U5399.0 Performs Propagation Procedures	U5399.1 Read and interpret plant propagation documentation	U5399.2 Plan and prepare for plant propagation of plant material in nursery	U5399.3 Plan and prepare for field site grafting	U5399.4 Perform grafting and/or budding techniques	U5399.5 Perform planting procedures
	U5399.6 Cut and layer grape vines	U5399.7 Monitor propagation process			
U5400.0 Operates & Maintains Farm Mechanical and Power Equipment and Systems	U5400.1 Operate and maintain farm tractors and accessories	U5400.2 Operate and maintain farm truck and jitney	U5400.3 Operate and maintain harvesting equipment	U5400.4 Operate chainsaws and power pruners	U5400.5 Operate and maintain irrigation system
	U5400.6 Operate and maintain packing line system and components	U5400.7 Operate and maintain cold storage and controlled atmosphere facilities	U5400.8 Operate and maintain tile and plastic drainage systems	U5400.9 Operate air compressors and systems	
	U5401.0 Performs Harvesting and Grading Techniques	U5401.1 Read and interpret harvesting and grading documentation	U5401.2 Plan and prepare for harvesting	U5401.3 Harvest, grade, and store fruit	U5401.4 Perform post-harvest procedures

Notes

Completing Your Apprenticeship Program

Once your sponsor agrees you are competent in the required skills, your hours are complete and you have completed all the levels of classroom training required for your trade:

- ✓ Follow the completion instructions on the Completion Form (Appendix A) in the Logbook.
- ✓ Answer any questions that MLITSD staff may have and provide any additional completion documentation that may be required.
- ✓ Once completion is confirmed, MLITSD will issue you a Certificate of Apprenticeship and notify Skilled Trades Ontario.

After Your Apprenticeship

If you are in a trade with a certification exam, Skilled Trades Ontario will receive notice of your completion.

For compulsory trades, you will be issued a Provisional Certificate of Qualification which will allow you to work legally for up to 12 months until you write and pass your examination.

For a non-compulsory trade, once you pass your examination, you will be issued a Certificate of Qualification for your trade.

Preparing For Your Exam

- **To pay for a Certificate of Qualification examination, contact Skilled Trades Ontario** Client Services Department at: 647-847-3000 or toll free at 1-855-299-0028
- **To schedule your exam:** Once you have paid, contact your local Service Delivery Office to book your exam.
- **Download Skilled Trades Ontario exam preparation guide at:** [Exam Resources – Skilled Trades Ontario](#) and/or view the exam preparation guide for Red Seal trades at: red-seal.ca



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