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Citrus Orchard Foreman Occupational Learning

Work Scenario Guide

G4: Harvest Monitoring

Qualification:	110667 – Occupational Certificate: Orchard and Vineyard Foreman
Work Scenario:	G4: Harvest Monitoring
Learning Area:	G: Plan and oversee the harvesting of citrus crop
Scenario Description:	During harvest, you must continuously monitor the process and adjust the schedule if necessary. You need to gather data from picking teams and the packhouse to monitor and maintain fruit quality, and use this data to adjust the schedule where necessary.

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Contents

Alignment Information	4
Qualification	4
Modules	4
Learning Outcomes	5
Chapter 1 Harvest Monitoring	6
1. Monitoring Harvesting	6
2. Records	6
2.1. Orchard Inspection	7
2.2. Picking bag Records	7
2.3. Harvesting Records	7
3. Comparing Records	8
4. Traceability	8
5. Good Agricultural Practices (GAP)	8

Alignment Information

Qualification

The content of this learner guide is aligned to the following occupational qualification:

SAQA QUAL ID	Qualification Title			
110667	Occupational Certificate: Orchard and Vineyard Foreman			
Originator				
Development Quality Partner – AgriSETA				
Primary Or Delegated Quality Assurance Functionary			NQF Sub-Framework	
-			OQSF - Occupational Qualifications Sub-Framework	
QUALIFICATION TYPE		FIELD		SUBFIELD
Occupational Certificate		Field 01 - Agriculture and Nature Conservation		Primary Agriculture
Abet Band	Minimum Credits	Pre-2009 NQF Level	NQF Level	Qual Class
Undefined	147	Not Applicable	NQF Level 04	Regular-ELOAC

Modules

The content of this learner guide is aligned to the following modules of the occupational qualification above.

Module Code	Module Title	Level	Credits
Knowledge Modules			
611202-001-00-KM-01	Plant Structure and Physiology	4	5
611202-001-00-KM-02	Vineyard or Orchard Establishment	3	2
611202-001-00-KM-03	Vineyard or Orchard Manipulation Processes	3	8
611202-001-00-KM-04	Harvesting	3	4
611202-001-00-KM-05	Basic Principles of Plant Nutrition	4	4
611202-001-00-KM-06	Crop Protection	3	3
611202-001-00-KM-07	Assets in Horticultural Production	3	2
611202-001-00-KM-08	Farm Business Management and Farming Process Management	4	8
611202-001-00-KM-09	Human Resource Management and Processes	4	8
611202-001-00-KM-10	Overseeing Farming Resource Utilisation	4	8
Practical Skill Modules			
611202-001-00-PM-01	Organise, Allocate and Monitor Availability and Productive Use of Resources	4	5
611202-001-00-PM-2a	Set Team and Individual Performance Goals to Enhancing Team Performance	4	10
611202-001-00-PM-2b	Control Vineyard or Orchard Practices	4	10

611202-001-00-PM-03	Supply Accurate Daily Orchard or Vineyard and Production Information	4	10
Work Experience Modules			
611202-001-00-WM-01	Vineyard or Orchard Resource Optimisation	4	20
611202-001-00-WM-02	Skilled and Motivated Work Team Output	4	20
611202-001-00-WM-03	Daily Orchard or Vineyard and Production Information Availability	4	20

Learning Outcomes

The content of this learner guide is aligned to the following learning outcomes of the modules above.

Knowledge Topics	
Outcome Code	Module Title
KM-04-KT05	Customer requirements and markets
IAC0505	The correct application of the prescribed handling protocol for the crop is ensured to meet Health, hygiene and safety in terms of the OHSA and market requirements
Practical Skills	

Chapter 1

Harvest Monitoring

learning outcomes

The content of this chapter is aimed at helping you to:

- Monitor harvesting practices through recordkeeping.

1. Monitoring Harvesting

Harvesting is a complex process, involving many (sometimes dozens or even hundreds) of workers, tools, equipment, and, of course, a lot of fruit. This means that, on top of being well managed (as discussed in the previous harvesting material), it also needs to be closely monitored.

As you know, citrus farmers, especially those who export their fruit, are subject to many regulations and are required to obtain accreditation from various accreditation schemes before they can sell their fruit. Many of these accreditation schemes require records and constant monitoring to stay accredited.

The most common accreditation scheme producers will need to be accredited with is GlobalGAP. GlobalGAP is a system which describes Good Agricultural Practices. These practices include guidelines that should be followed during production processes, as well as general guidelines that should be followed during harvesting.

These guidelines are wide-ranging, and must be adhered to when harvesting. Not only will this ensure a smooth and efficient harvesting process, but also high staff productivity. These guidelines will only be effective when they are adhered to, and the only way to know that they are being adhered to is to monitor the work being done by your workers.

2. Records

Since you can't be everywhere at once, records are the only realistic way you can monitor everything occurring during harvesting, especially on a large farm. Harvesting records are wide-ranging, including harvesting practices, worker and food safety, equipment usage, and more. Records have a variety of uses, such as for traceability (discussed later), calculating finances, meeting regulatory requirements, planning future harvests, and for managing workers.

On most farms, pickers are paid for every bag they fill, which means that picking must be closely monitored to ensure that workers are not being under- or overpaid. Picking team supervisors are normally responsible for keeping record of how many bags per picker are picked, which the farm manager must then be able to check against the number of bags picked with the weight of fruit harvested.

The most common types of records you will need to keep during harvesting are the following:

- Orchard inspections
- Picking Bag records
- Harvesting records

2.1. Orchard Inspection

Orchard inspections are done before and during picking and are the responsibility of the orchard supervisor. A good orchard inspection record will record the following:

- Variety
- Method of picking
- Orchard and block number
- Date
- Time picking start and end
- Orchard condition
- Weather condition
- Fruit condition
- Road condition
- Dead wood in orchard

2.2. Picking bag Records

Picking bag records must be kept determining the amount of money each picker earns. There are several electronic monitoring and scanning devices available in the market expressly for this use. On some farms records are still kept by hand and need to be kept accurately and verified every day.

Picking bag records must include the following information:

- Date of picking
- Variety picked
- Orchard and block
- Supervisor's name
- Pickers name and number of bags picked

At the end of each shift the number of bags picked must be corroborated with the total weight harvested that shift. This is done by determining the average weight of a picking bag full of each different variety to be picked. This weight multiplied by the number of bags picked must correspond to the total weight picked during that period.

2.3. Harvesting Records

Harvesting records must be kept determining the efficiency of the harvesting process. Harvesting records can also be used to determine the productivity and performance of different picking teams and to identify problem areas before they arise.

Harvesting records must include the following information:

- Date of picking
- Variety picked
- Picking teams used
- Amount of fruit picked
- Injuries monitoring remarks
- Fruit picked per man-hour

- Any problems such as worker injuries

Having this information helps the producer to more effectively plan operations season after season.

3. Comparing Records

Daily planning schedules must be compared with records of fruit that was actually harvested. Comparing the actual performance of picking teams against the predicted performance will show you where and when any adjustments might need to be made to the harvesting plan.

On a weekly basis, all records must be compared to ensure that the harvesting plan was followed and that teams are performing as predicted. Where necessary, the harvesting plan can be adjusted. Any adjustment to the plan must be communicated to all the staff involved in the harvesting process.

Records kept can be used to help develop and plan subsequent harvesting seasons. The better the records that are kept of the harvesting process the easier it will be to develop harvesting plans for the following seasons.

4. Traceability

Harvesting records are an important part of traceability. Knowing when and in what conditions fruit was picked is an important tool for the producers. The ability to know when and from where a certain fruit was picked can help eliminate problems with fruit from reoccurring, while meeting regulatory requirements.

Records must indicate when and from where fruit was harvested and where the fruit was sent. After harvesting, fruit is usually taken to the packhouse, however on some farms, substandard fruit might be transported directly to processing facilities.

5. Good Agricultural Practices (GAP)

For fruit to be exported a farm or production area must adhere to Good Agricultural Practices, or GAP, as set out in commercial accreditation schemes. All overseas markets require producers to obtain accreditation from one or more of these schemes.

To obtain accreditation from any GAP scheme a producer must manage control points during the production process. Control points that must be monitored include points that control food safety, environmental issues, and social responsibilities. Records must be kept of all GAP control points to show compliance and effectiveness of all processes. Records are used to verify all process and to prove compliance with GAP schemes.

summary

Chapter 1 – Harvest Monitoring

- Citrus farmers are subject to many regulations and are required to obtain accreditation from various accreditation schemes before they can sell their fruit.
- Many accreditation schemes require records and constant monitoring to stay accredited.
- The most common accreditation scheme producers will need to be accredited with is GlobalGAP, a system which describes Good Agricultural Practices.
- Harvesting records are wide-ranging, including harvesting practices, worker and food safety, equipment usage, and more.

- Records are used for traceability, calculating finances, meeting regulatory requirements, planning future harvests, and for managing workers.
- On most farms, pickers are paid for every bag they fill, which means that picking must be closely monitored to ensure that workers are not being under- or overpaid.
- The most common types of records you will need to keep during harvesting are orchard inspections, picking bag records, and harvesting records.
- Orchard inspections are done before and during picking and are the responsibility of the orchard supervisor.
- Picking bag records must be kept determining the amount of money each picker earns.
- Harvesting records must be kept determining the efficiency of the harvesting process.
- Comparing the actual performance of picking teams against the predicted performance will show you where and when any adjustments might need to be made.
- Harvesting records are an important part of traceability.

assessment activities

- ✓ **Activity P1:** Complete this activity to test your knowledge of harvest monitoring.
- ✓ **Activity F1:** Complete this activity to test your knowledge of the entire module.