Steps to Safe Spraying



Trainer guide

A WELL resource to assist chemical sprayers in agriculture

This resource supports the development of language, literacy and numeracy skills related to selected units of competency in the AHCIO Agriculture, Horticulture and Conservation and Land Management Training Package

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Disclaimer

At the time of development and printing, care has been taken to ensure the accuracy and currency of the information presented in the training resource Steps to Safe Spraying. No person should rely on the general information presented in this resource as a substitute for specific expert advice. All chemicals, pests and diseases used in scenarios and activities are fictitious.

TRAINER GUIDE

Steps to Safe Spraying is a Workplace English Language and Literacy (WELL) resource to assist market gardeners with chemical spraying.

Steps to Safe Spraying is an updating of the 2005 'Henry Sprays it Safe' resource.

This resource supports the development of the language, literacy and numeracy skills related to selected units of competency:

- AHCCHM101A Follow basic chemical safety rules
- AHCCHM201A Apply chemicals under supervision
- AHCCHM303A Prepare and apply chemicals
- AHCCHM304A Transport, handle and store chemicals

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INTRODUCTION

Steps to Safe Spraying was funded under the Workplace English Language and Literacy (WELL) Program by the Australian Government Department of Education, Employment and Workplace Relations.

The original resource developed in 2005 titled *Henry Sprays it Safe*, was very successful for the target audience and is still available. However there is a need to update the characters to be more inclusive for a new generation entering the industry. The 2012 version titled *Steps to Safe Spraying* includes this feedback with revised characters and vocals to address a youth audience.

The resource was developed to assist market gardeners with chemical spraying. Many market gardeners are:

- sole operators/single person enterprises
- from language backgrounds other than English.

Chemical use has been identified as a high risk activity, which can impact negatively on growers, consumers and the environment.

This resource has now been updated and consists of an online interactive resource/CD, Trainer guide and Learner workbook. The learning activities and tasks are drawn from an analysis of the industry units of competency, from site visits to market gardens, interviews with chemical trainers and market gardeners as well as consultations with bilingual support officers in the field.

The resource aims to support the development of the language, literacy and numeracy skills required for a number of key units in AHCIO Agriculture, Horticulture and Conservation and Land Management Training Package.

These units relate to the safe handling, storage, preparation and application of chemicals at Australian Qualifications Framework (AQF) levels I, II and III.

The selected units of competency are:

- AHCCHM101A Follow basic chemical safety rules
- AHCCHM201A Apply chemicals under supervision
- AHCCHM303A Prepare and apply chemicals
- AHCCHM304A Transport, handle and store chemicals

The learning sequences and activities have been based around the everyday work of a small enterprise market garden and involve three characters – Matt and Joe, both market gardeners, and Vera, a chemical reseller.

This Trainer guide includes a section on the underpinning knowledge and skills of particular units of competency and how the activities relate to these.

THE RESOURCE

The resource consists of 3 parts

- 1. Interactive resource CD or online
- 2. Trainer guide
- 3. Learner workbook

There are five sections in the interactive resource. The sections take the learner through a whole chemical spraying sequence, from identifying the pest, discussing options with a chemical re-seller, reading important parts of the chemical label, transporting and storing chemicals, checking and calibrating equipment, mixing, spraying, clean up after spraying and keeping records.

In a nutshell, the learner follows Matt, a market gardener as he deals with the problem of 'Bluefly' on his lettuces. He gets help from Vera, his reseller, in choosing an appropriate chemical and in transporting the chemical home. He then gets help from his neighbour, Joe, in calibrating his equipment for spraying his lettuces and manages a small spill in the chemical shed at the end of the day.

Throughout this sequence of events, Matt seeks help from the learner with particular tasks related to his lettuces and other crops on his farm.

While the characters and activities are as authentic as possible, it should be noted that the chemicals, pests and diseases are fictitious.

The learner can choose to work through the sections sequentially or in any order. Learners should start working with the interactive resource by selecting 'Introduction' and 'How to use' on the 'Home' menu.

The largest and most in-depth sections (Sections 3 and 4) cover:

- finding information from the chemical label
- taking measurements
- calibrating equipment
- calculating the amount of chemical per tank
- calculating how much chemical is needed to spray an area.

Each part in the process has been broken into small chunks. This ensures the learner has the opportunity to gain an understanding of the chemical spraying process and to develop the required skills in small manageable steps. There is a practice activity to reinforce the learning at every step. In the practice activities learners are given hints. If they make an incorrect response, they are given the opportunity to try again. On the third incorrect response they are given the correct answer, so they can continue through the activity.

These activities are reinforced further in the Learner workbook where the learner can apply the skills with different fictitious chemicals. The emphasis is on the vocabulary associated with chemical spraying, on developing reading skills to find necessary information on labels and reinforcing the numeracy skills needed to calibrate equipment and measure chemicals.

The learner will also practise beginner computer skills while undertaking the activities on the interactive resource. Navigation has been kept very simple with only a few basic computer actions required. These actions are explained in the **How to use** section. Learners should be directed to use this section before starting the program. However it is possible that some learners may require additional trainer guidance when first using the program.

Other features

Hints

Throughout the interactive resource hints are provided for additional information or tips about the topic. These can be accessed on the tool bar on the left of the screen.

Printable sheets

There are a number of printable sheets which can be accessed from the Print Outs folder on the interactive resource website or CD. These sheets are also available in the Trainer guide and Learner workbook.

1. Sheets for recording information

Key record sheets modelled on those currently used in the industry are provided for learners to use in the activities. These are also used by the characters in the resource. They are:

- Calculation sheet (five steps for learners to follow to record measurements and calculations)
- Calibration record
- Spray application record
- Storage record sheet
- Spill record sheet

These are included in this Trainer guide at pages 27-32. They are also available in the Learner workbook.

2. Information sheets

Where there is a lot of information, one-page summaries can be printed for further reference. These are:

- Ute it don't boot it! (Transport your chemical products safely)
- Cleaning up after spraying
- Cleaning spills
- Beaufort scale

These are included in this Trainer guide and the Learner workbook.

3. Maths practice sheets

Sheets from the previous Trainer guide are now in the Learner workbook in Section 4:

- Changing centimetres to metres
- Changing litres to millilitres
- Changing millilitres to litres
- Changing square metres to hectares
- Working out 10%

New numeracy practice sheets in the Learner workbook include:

- Rounding
- Analogue and digital clocks
- Fractions and decimals

4. Glossary - Words to know

A glossary of meanings of key terms is included in this Trainer Guide starting at page 37. It can be photocopied for learners as required.

TIPS FOR TRAINERS

Steps to Safe Spraying is not a complete training program. It can be used by a trainer in conjunction with other teaching, learning and assessment materials and activities. A range of additional material is summarised in the **Useful Resources** section of this Trainer guide.

Learner workbook

The Learner workbook is designed to be used flexibly alongside the interactive resource. The workbook has been organized into 5 parts that roughly correspond with the Interactive resource.

Section	Learner workbook	Interactive resource
1	Choosing chemicals	Choosing chemicals
2	Transporting & storing chemicals	Transporting & storing chemicals
3	Calibrating and measuring	Calibrating and measuring
4	Numeracy practice sheets	Calibration- test yourself
5	Spraying and cleanup	Spraying and cleanup

Depending on the language and literacy skills of the learners, the trainer may firstly refer to the vocabulary activities at the beginning of each section to ensure the learners understand the vocabulary. The learners may then use the interactive resource and return to complete activities in the Learner workbook for further skills practice and reinforcement.

Throughout the Learner workbook key words are in bold. The trainer should ensure the learners have an understanding of these words before attempting the activity.

Some activities in the workbook refer to sections of the Interactive resource. The trainer should ensure they have located these sections prior to the training session.

Interactive resource

It is suggested that the trainer work through the interactive sections first, and choose appropriate parts for use within a training session. After each section, ask questions to check for understanding and allow time for discussion and review of the material covered.

Initially, on the Interactive resource, learners can be encouraged to work through the sections in order. Later the user can return to sections where they want or need

more practice or revision. The Learner workbook will also allow for more practice and extension.

The simulated tasks performed on the resource need to be supported with real chemical labels and Material Safety Data Sheets (MSDS) using equipment appropriate to the crop and area to be covered, and focusing on the types of pests common to the crop and region.

While navigation on the interactive resource has been kept simple, some learners may not have computer skills, and may need initial guidance when referring to 'How to use' the resource. For example, they may need help with clicking with a mouse, using enter and delete, moving the cursor and clicking in a box, printing worksheets, moving from screen to screen and using the online calculator.

Trainers need to be aware that many older workers may not be familiar with metric units or with using a calculator and may need to be shown how to enter numbers including decimals, and to perform operations. The analogue clock face has been supplemented with a digital watch to allow for possible variation in available equipment.

REFERRALS

This resource can be used to encourage learners to seek assistance to improve their literacy and numeracy. If trainers identify learners in their group who require further assistance with English language, literacy and/or numeracy, they could encourage these learners to seek further training.

There is a National Reading-Writing Hotline which provides advice on how to access classes throughout Australia. The hotline number is 1300 655 506. Trainers can pass on this information discretely, or offer to make the call on the learner's behalf.

A mapping document to the Australian Core Skills Framework (ACSF) is available for the resource.

SECTIONS ON THE INTERACTIVE RESOURCE

The table below outlines the content of the interactive resource. The trainer can choose which sections are most suited to the purpose of different parts of their training.

SECTION	SUB-SECTION	WHAT'S THERE	LEARNER WORKBOOK
Introduction		The purpose of the resource, the characters and the setting	
How to use		General navigation from the Home page and using the shovel and circles Toolbar icons: Speaker – volume Book - a glossary Question mark – hints Printouts can be accessed by clicking on the link when presented, or clicking on the Print outs folder which will be on the website or CD.	
1. Choosing chemicals	1. At the farm	Scenario using a fictitious insect and chemical: Matt finds Bluefly on his lettuces Identification of a pest	Section 1 - Choosing Chemicals PART A- Types of chemicals
	2. At the resellers	Herbicides, insecticides, fungicides Matt and Vera work out that Bugaway is the best chemical to use	Vocabulary and listening exercises
	Broad Claims for Use	Chemical label – Broad Claims for Use section,	Types of pests and types of chemicals to treat them.
	4. Mode of Action	Chemical label – <i>Mode of Action</i> section	

SECTION	SUB-SECTION	WHAT'S THERE	LEARNER WORKBOOK
	5. Signal Heading	Chemical label – Signal Heading section	
1. Choosing chemicals	6. Withholding Period	Chemical label – Withholding Period section	PART B- Reading labels
(continued)	7. Overview	Revision of where on the label to find <i>Broad</i> Claims for Use, Signal Heading, Withholding Period, Mode of Action, Directions for use, Restraint Statement Asking for the MSDS	Finding information by looking at Directions for Use, Signal heading, Mode of Action, Withholding period, Spray droplet size
	8. Activity 1	Practice activity - Look at the <i>Broad Claims for</i> Use to choose the most suitable chemical	
	9. Activity 2	Practice activity - Look at the Signal Heading to identify how poisonous a chemical is	
	10. Activity 3	Practice activity - Look at the Withholding Period and find when the crop can be harvested	
2.Transporting and storing chemicals	Safe transport	Transporting chemicals, Dangerous Goods signs Ute it don't boot it!	Section 2- Transporting and storing chemicals
	Safe storage and MSDS	Storage shed, Labelled containers How chemicals can harm you Hazardous substances and the MSDS	PART A- Safe transport Vocabulary and listening exercises Finding information from Print Out- Ute it
	3. Storage Record	Keeping Storage Records – demonstration of how to fill in a Storage record sheet	don't boot it! PART B- Storing chemicals
	Storage Record - activity	Practice activity - Print out and fill in a Storage record sheet	Vocabulary from MSDS. Matching hazards and PPE

SECTION	SUB-SECTION	WHAT'S THERE	LEARNER WORKBOOK
			PART C- Finding information on MSDS Scanning using subheadings PART D- Record keeping Storage record forms
3.Calibrating and measuring	Calibration: introduction	The reason for calibrating The approach taken on this resource – 5 steps Getting ready to calibrate – what you need - the Calculation sheet	Section 3- Calibrating and measuring PART A- Introduction Vocabulary and listening exercises
	Step 1 – recording information	Scenario using a fictitious insect and chemical: Joe wants to use his 200 L tank to spray his cucumber crop for cucumber mite using Buzoff Joe records: Chemical application rate Water application rate Tank size Pump pressure Nozzle size	Equipment PART B- Information for calibration Learners practise finding and recordingwater application rate -chemical application rate -spray droplet size using fictitious chemical labels for Snuffbug
	3. Step 1 - activity	Scenario using the same fictitious insect and chemical from section 1 – Matt wants to use his 15 L knapsack sprayer to spray his lettuce crop for Bluefly using Bugaway Practice activity – Help Matt find and record: Chemical application rate Water application rate Tank size Pump pressure Nozzle size	Insecticide, Arosa Fungicide and Fogmo Herbicide Step 2 measurements are given and learners must find and record this information on the calculation sheets Step 3 learners practice using the formula to calibrate.

SECTION	SUB-SECTION	WHAT'S THERE	LEARNER WORKBOOK
3.Calibrating and measuring	4. Step 2 – taking measurements	Joe measures: Nozzle output Spray width Walking speed	PART C- Calibration records Learners are able to review how Matt recorded the calibration for Buzoff from the resource.
(continued)	5. Step 2 - activity	Practice activity - Help Matt measure: Nozzle output Spray width Walking speed	They can also see the example of the calibration record for Aroza Fungicide. Learners can practice recording the calibration for Fogmo Herbicide.
	6. Step 3 – calibrating equipment	Joe calculates the <i>sprayer application rate</i> using a formula	PART D- Calibration for booms This section is for further practice and to see
	7. Step 3 - activity	Practice activity - Help Matt calculate the sprayer application rate using a formula	how calibration of a large boom is similar to calibrating equipment with one nozzle.
	8. Step 4 – chemical per tank	Joe calculates how much chemical to put in a tank using a formula	
	9. Step 4 - activity	Practice activity - Help Matt calculate how much chemical to put in a tank using a formula	
	10.Step 5 – area, tanks and chemical	Joe calculates: Area to spray in square metres and hectares How many tanks are needed How much chemical is needed for the job	
	11.Step 5 - activity	Practice activity - Help Matt calculate: Area to spray in square metres and hectares How many tanks are needed How much chemical is needed for the job	
	12.Calibration: overview	Keeping a record of calibration calculations using a Calibration record sheet	

SECTION	SUB-SECTION	WHAT'S THERE	LEARNER WORKBOOK
		Review of when to calibrate	
4. Calibration – test yourself	1. Introduction	Scenario using a fictitious insect and chemical – Matt wants to use his 100 L tank to spray his tomatoes for rust using Gonno Print a Calculation sheet	Please see Section 3 for activities regarding calibration
	2. Step 1	Practice activity – Help Matt find and record: Chemical application rate Water application rate Tank size Pump pressure Nozzle size	Section 4- Numeracy practice sheets Numeracy worksheets have been provided in this section to assist learners to develop and practise the maths skills required for the calculations in chemical spraying.
	3. Step 2	Practice activity – Help measure: Nozzle output Spray width Walking speed	In this section you will find information and activities for- Rounding
	4. Step 3	Practice activity – Help Matt calculate the Sprayer application rate using a formula	 Analogue and digital clocks Changing centimetres to metres
	5. Step 4	Practice activity - Help Matt calculate how much chemical to put in a tank using a formula	 Changing square metres to hectares Changing litres to millilitres
	6. Step 5	Practice activity - Help Matt calculate: Area to spray in square metres and hectares How many tanks are needed How much chemical is needed for the job	 Changing millilitres to litres Fractions and decimals Working out 10%
	7. Recording	Practice activity - Copy calibration calculations onto a Calibration record sheet	

SECTION	SUB-SECTION	WHAT'S THERE	LEARNER WORKBOOK
5. Spraying and clean up	Critical Comments Weather Critical Comments	Critical Comments about spraying on the label Suitable weather for spraying: Wind speed and direction Temperature Humidity Beaufort Wind Scale Check Critical Comments on the label	Section 5- Spraying and cleanup PART A- Spraying Vocabulary activity 1. Review of PPE Vocabulary activity 2. Directions for Use, Restraints and Critical comments - Activity to find information on the label of a fictitious chemical- Maxxy Lawn Fungicide
	- activity 4. Weather - activity 5. PPE	Practice activity - Check suitable weather for spraying: Wind speed and direction Temperature Humidity Personal protective equipment – finding information	3. Weather information Vocabulary exercises. Learners are able to build their knowledge, vocabulary and skills regarding weather information for: 1. Humidity 2. Rainfall 3. Temperature
	Mixing Mixing - activity	Demonstration of PPE Where to mix How to mix How much chemical Practice activity - How much chemical to use.	4. Wind 4. Using a calendar Learners are able to practice working out withholding periods and re-entry periods on a calendar.
	8. Spraying 9. After spraying	Careful spraying – watch out for sensitive areas and no spray drift Cleaning Up After spraying Check equipment Check Re-entry Period on the label Check Withholding Period on label Spray Application Record Spill clean up Spill recording	5. Information from the calibration record Activity to work out how much chemical to use PART B_ Clean up Reading activity to find information on Print out- After Spraying. Learners practice completing a S for Buzoff PART C_ Chemical spills Vocabulary and reading activities regarding cleaning spills, equipment in spill kits, reading MSDS. Recording a spill.

TRAINING PACKAGE UNITS

Grid of learning activities

The grid below shows how the sections on the resource relate to the selected units of competency. These units are in a large number of qualifications. Trainers should check which units are required for the qualification they are delivering, so that learners can be directed to complete only those sections required for the particular qualification.

Unit of Competence	Element	Performance Criteria	Interactive Section
AHCCHM101A Follow basic chemical safety rules	1. Follow workplace requirements and instructions concerning chemicals.	1.2 Safety procedures involved in chemical handling and use are recognized and followed as required.	Transport and store: Safe transport Spray and clean up: PPE, Spraying, After spraying
	2. Recognise risks associated with chemicals.	2.2 Chemical labels and symbols are recognized and hazards identified.	Choosing chemicals: Signal heading Transport and store: Safe transport, Safe storage
		2.3 Chemical storage locations are identified.	Transport and store: Safe storage
		2.4 Instructions for transport, handling and storage of chemicals are recognized and observed.	Transport and store: Safe transport, Safe storage
	3. Follow chemical handling and storage rules	3.3 Appropriate personal protection equipment is obtained and used when working in areas where chemicals are stored.	Spray and clean up: PPE

Unit of Competence	Element	Performance Criteria	Interactive Section
AHCCHM201A Apply chemicals under supervision	1. Check application and personal protective equipment	1.1 Carry out pre-operational checks of application equipment in accordance with manufacturer's specifications and OHS requirements.	Calibrating and measuring: Step 2 – Taking measurements
		1.2 Prepare application equipment for use in accordance with manufacturer's specification and directions.	Spray and clean up: PPE

Unit of Competence	Element	Performance Criteria	Interactive Section
		1.3 Identify and replace any damaged or worn components. 1.4 Check personal protective equipment in accordance with manufacturer's specifications and OH&S requirements.	
	2. Prepare application equipment	2.1 Apply label information regarding precautions for the chemical mix/ substance being used.	Choosing chemicals Spray and clean up: Critical Comments
		2.2 Select and use appropriate personal protective and mixing equipment in accordance with MSDS and chemical label.	Spray and clean up: PPE
		2.3 Measure, mix and load chemical mix or substances in accordance with directions on chemical label.	Spray and clean up: Mixing
		2.5 Confirm instructions from chemical MSDSs in the event of a spill.	Spray and clean up: After spraying
		2.6 Check that output of application equipment is correct and in accordance with application/ spray plan.	
	3. Apply chemicals	3.1 Assess and record meteorological conditions and forecasts prior to and during application.	
AHCCM201A Apply		3.2 Select and use appropriate personal protective equipment in accordance with MSDS and chemical label.	Calibrating and measuring: Step 3 – Calibrating
chemicals under supervision		3.3 Apply chemical in accordance with the application/ spray plan and/or instructions. 3.4 Assess and minimize risks	equipment
continued		to others, product integrity and the environment prior to and during application.	
	4. Finalise work	4.1 Clean and store Personal Protective Equipment (PPE) and application equipment in accordance with manufacturer's specifications	Spray and clean up: After spraying
		and OH&S requirements. 4.2 Dispose of excess chemicals and use triple rinse drums in accordance with label	Spray and clean up: After spraying

Unit of Competence	Element	Performance Criteria	Interactive Section
		and MSDS requirements.	
		4.3 Complete incident reports	Spray and clean
		as required in accordance with	up: After spraying
		legislative and/or regulatory	
		requirements.	
		4.4 Complete application	
		records.	
		4.5 Store unused	
		chemical/products in	
		accordance with label	
		requirements and MSDSs.	
		4.6 Adhere to all re-entry and	
		withholding periods.	
	5 Transport and	5.1 Confirm precautions for the	Transport and
	handle	transport and handling of	store: Storage
	chemicals	chemicals.	record
		5.2 Transport and handle	Transport and
		chemicals in accordance with	store: Storage
		legislative and/or regulatory	record
		requirements.	Spray and clean
			up: After spraying

Unit of Competence	Element	Performance Criteria	Interactive Section
AHCCHM303A Prepare and apply chemicals	Determine the need for chemical use	1.1 Nature and level of the pest, weed infestation or disease is identified. 1.2 Need for control is assessed.	Choosing chemicals: At the farm Choosing chemicals: At the reseller
		1.3 The requirement for chemical use as an option within an integrated pest management strategy is assessed.	Choosing chemicals: At the reseller
		1.4 Hazard and risk analysis of different chemical options is undertaken.	
		1.5 Requirement for chemical application is identified and confirmed.	
	2. Prepare application/ spray plan	2.1 Mixing rates for chemicals is defined and calculated.	Choosing chemicals: At the reseller Transport and store: MSDS
		2.2 Application equipment type and set up requirements are determined for intended application.2.3 The quantity of mix required is determined.	Choosing chemicals

Unit of Competence	Element	Performance Criteria	Interactive Section
•	2 Propers	 2.4 Meteorological conditions and forecasts prior to and during application are accessed. 2.5 An application/spray plan is completed. 2.6 Notify neighbours as required in accordance with industry practice or regulatory requirements. 3.1 Requirements from chemical 	Spray and clean
	3. Prepare chemical mixes	labels and MSDSs are interpreted and applied. 3.3 Appropriate personal protective and mixing equipment is selected and used in accordance with MSDSs and chemical label. 3.4 A suitable location for mixing and loading is selected.	up: PPE
		3.5 Chemicals are prepared in accordance with registered use.	Calibrating and measuring Spray and clean up: Mixing
	4. Calibrate	3.6 MSDSs are followed in the event of a spill. 4.1. Pre-operational checks of	Spray and clean up: Mixing
AHCCHM303A	application equipment	application equipment are carried out. 4.2. Equipment is calibrated in accordance with manufacturer specifications and	
Prepare and apply chemicals		application/spray plan. 4.3. Calibration is checked for conformity to the requirements of the application/spray plan.	
continued		4.4 Chemical is loaded wearing appropriate Personal Protective Equipment (PPE) and controlling risks to human health and the environment	
	5. Apply chemicals	5.1 Appropriate personal protective equipment is selected and used in accordance with MSDSs and chemical label.	Choosing chemicals: Signal heading Transport and storage: Safe storage - MSDS
		5.2 Chemical is applied in accordance with the application/spray plan and/or instructions and legislative and/or regulatory requirements. 5.3 Risks to others, product	Choosing chemicals: Signal heading Spray and clean up

Unit of Competence	Element	Performance Criteria	Interactive Section
		integrity and the environment are	
		assessed and minimized.	
	6. Clean up	6.1 Excess chemical is disposed	
	equipment and	of in accordance with label and	
	complete	MSDSs requirements.	
	records	6.2 Application equipment is	Spray and clean
		cleaned and decontaminated.	up: After spraying
		6.3 Requirements for the	
		disposal of unused chemical,	
		containers spilled materials are	
		determined and implemented.	
		6.4 PPE and mixing equipment	
		is cleaned and stored.	
		6.5. Incidents are reported as	
		required in accordance with	
		legislative and/or regulatory	
		requirements.	
		6.6 All records, e.g. calibration,	
		application, DG/hazard	
		substances, risk assessments,	
		are completed in accordance	
		with legislative, industry and	
		enterprise requirements.	

Unit of Competence	Element	Performance Criteria	Interactive Section
AHCCHM304A Transport, handle and store chemicals	1. Transport and handle chemicals and biological agents	1.1 Transport requirements are identified and followed from legislative and regulatory requirements, including Occupational Health and Safety (OHS).	Transport and store: Safe transport
AHCCHM304A Transport,		 1.2. Risks involved in the transport and handling of chemical and biological agents are assessed and minimized. 1.3. Containers are confirmed as being in a sound condition to transport. 1.4. PPE is used as required according to manufacturer specifications and OHS requirements. 1.5. Instructions from chemical material safety data sheets (MSDS) are followed in the event of a spill. 	Transport and store: Safe transport
handle and store chemicals	2. Store chemicals in the workplace	2.1. Appropriate storage methods are used according to chemical labels, MSDS, and/or legislative and regulatory	Transport and store: Safe storage

Unit of Competence	Element	Performance Criteria	Interactive Section
continued		requirements. 2.2. Assess and minimise risks involved in storage of chemical and biological agents. 2.4. Products are retained in	
		original containers with labels intact. 2.5. Storage methods are utilized to prevent contact with people or animals, contamination of produce or the environment. 2.6. Correct disposal procedures are applied for used chemical drums and storage containers. 2.7. Unwanted and/or out-of-date chemicals are disposed of according to legislative and/or regulatory requirements and	
	3. Record storage details	industry programs. 3.1. Chemical storage inventory and records are maintained according to legislative and regulatory requirements, including OHS. 3.2. Storage incidents are reported as required according to legislative and/or regulatory requirements.	Transport and store: Storage record Transport and store: Storage record

ASSESSMENT

Learners using *Steps to Safe Spraying* are working towards the selected industry units of competency. The learning sequences and activities do not comprise a complete training program, so formal assessment events have not been included. Learners can self-assess their progress in completing the activities on the resource, as feedback is provided for both correct and incorrect responses.

Trainers can undertake ongoing assessment of learners using assessment methods such as practical demonstration of processes, oral questioning of knowledge and observation.

Trainers can sign and present learners with a *Learning Achievements Checklist*, which is available for copying in this Trainer guide. The *Learning Achievements Checklist* is a summary of what learners have achieved by successfully completing the activities on the resource. The completed checklist, along with worksheets such as the *Calculation sheet* can be used as a piece of evidence/or can contribute towards the required evidence when learners are assessed against the relevant units of competence.

USEFUL RESOURCES

BOOKS AND PUBLICATIONS

Title	Australian Vegetable Growing Handbook / [John Salvestrin, editor].
Publisher	Irrigation Research & Extension Committee [and] NSW Agriculture, Griffith, NSW. 1998
Summary	Good information, tables and pictures on pest and weed control.
Purchase online	

Title	Integrated pest management in Greenhouse Vegetables : Information Guide
Publisher	Primary Industries, Agriculture
Summary	Focuses on the practical aspects of integrated pest management.
Purchase online	https://www.shop.nsw.gov.au/publication/integrated-pest-management-in-greenhouse-vegetables-information-guide-5165

Title	1. Chemical Safety (AQF2)
Summary	The SMARTtrain Chemical Safety Learning and Assessment package is a training resource that meets the requirements for training commercial users of pesticides and the requirements for using hazardous substances.
Title	2. Chemical Application (AQF3)
Summary	The SMARTtrain Chemical Application resource package meets the training requirements for training people who use pesticides with powered and hand-held application equipment.
Title	3. Safe Use of Hazardous Substances (AQF2)
Summary	The SMARTtrain Safe Use of Hazardous Substances Learning and Assessment Guide is a training resource aimed at induction level employees who will be using or exposed to the substances classified as hazardous substances in the workplace.
Publisher	SMARTtrain National Support Centre Murrumbidgee Rural Studies Centre Trunk Road 80 Private Mail Bag YANCO NSW 2703 Phone: 1800 138 351
Order Form	

TOOLBOXES

Title	Horticulture (304)
Project manager	Ms Jill Jamieson Challenger TAFE, Fremantle, WA Ph: (08) 92398207
Website	http://flexiblelearning.net.au/
Summary	This toolbox supports the Cert II in Horticulture The activities and resources in this Toolbox are located within a fictitious horticultural setting that includes a garden area, a nursery, a pergola, machinery shed and a lunchroom. The competency unit related to chemical spraying is RUH HRT 227 Recognise plants, products and treatments

Title	Amenity Horticulture (605)	
	Ms Anelieske Noteboom	
Project manager	Challenger TAFE, Fremantle, WA	
	Ph: (08) 9239 8200	
Website	http://flexiblelearning.net.au	
Summary	This toolbox supports the Cert III and IV in Horticulture.	

Title	Horticulture for Indigenous Learners (422)	
Project manager	Challenger TAFE, Fremantle, WA	
Website	http://flexiblelearning.net.au	
Summary	This toolbox supports the Cert II in Horticulture, in particular, the nursery and parks and gardens sectors have been targeted, but some of the Units of Competency are valid for all seven industry sectors in Horticulture and for Production Agriculture. The activities and resources in this Toolbox are located within a fictitious horticultural setting that includes a garden area, a Meeting Place, a nursery, machinery shed and a lunchroom. The competency unit related to chemical spraying is RUH HRT 227 Recognise plants, products and treatments	

Title	NurseryLive!		
Project manager	Gerard Marcus, Holmesglen Training and Development, Holmesglen Institute of TAFE,		
	ANTA Initiative, 2003		
Website			
Summary	This toolbox supports the Cert III in Horticulture and covers the following competency standards: RUHHRT303A Maintain nursery plants RUHHRT317A Control pests and diseases RUHHRT353A Select chemicals and biological agents. NurseryLive! features a simulated nursery, in which the user interacts with a variety of plants in order to complete certain tasks. Plants must be watered, fertilised and monitored to ensure their health. Pests and disease must also be controlled.		

WEBSITES

Australian Agriculture and Natural Resource Online – an integrated knowledge discovery tool for agriculture and natural resources

Australian Centre for Agricultural Health and Safety – download free practical guidelines and resources to get started with a farm safety program http://www.aghealth.org.au/index.php?id=4

Chemlink – Health and safety for chemical users www.chemlink.com.au/health.htm

Horticulture Australia Ltd - good information on current projects and general developments in horticulture www.horticulture.com.au

NSW Association of Agriculture Teachers - provides the latest news other links www.nswaat.org.au

Office of Environment & Heritage - Market gardeners and farmers will find useful information on appropriate management of pesticides, legislation governing pesticide use, record keeping, training and notification requirements and pesticide control orders governing the use of restricted chemical products

https://www.epa.nsw.gov.au/your-environment/pesticides/pesticides-nsw-overview

Pest Genie - is a database specialising in information about plant protection and animal health products, including both labels and Material Safety Data Sheets www.pestgenie.com.au

The Australian Pesticides and Vet Medicines Authority— very useful to find information about registered chemicals, permits etc www.apvma.gov.au

The Association of Beneficial Arthropod Producers Inc (ABC Inc) - useful information including information about 'The Good Bug Book' www.goodbugs.org.au

It is recommended that trainers consult sources relevant to their location in Australia.

CALCULATION & RECORDS SHEETS

CALCULATION SHEET

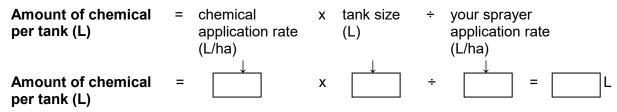
Ctan 4 Decording important information	_			
Step 1 Recording important information	Remember: you get this rate from			
• Write down these measurements :	the Directions for			
Chemical application rate litres per hectare (L/ha)	use on the label			
Water application rate litres per hectare (L/ha)	Remember: you get			
Tank size litres (L)	this rate from the General			
Pump pressure kilopascals (kPa) or bars	Instructions on the label			
Kilopascais (Ki a) oi bais	14201			
Type and size of nozzle	Remember to			
Step 2 Taking measurements	write the amount in litres (L):			
• Measure nozzle output: Water sprayed into jug in one minute = litres (L) 1000 mL=1 L 500 mL= 0.5 L 100 mL= 0.1 L				
Measure spray width:	150 mL= 0.15 L Remember to			
Spray width = metres (m) —	write the width			
Measure walking speed: Distance walked in one minute = metres per minute	and distance in metres (m): 100 cm = 1 m			
(m/min)	50 cm = 0.5 m			
Step 3 Calibrating equipment	45 cm = 0.45			
Use this formula to work out your sprayer application rate:				
Your sprayer = nozzle output x $10000 \div \text{spray width}$ application rate (L/min) (m)	walking speed (m /min)			
★ ★ ★	. 🕌			
Your sprayer = x 10000 ÷ application rate	÷			
(L/ha) = L/ha				

• Check: Is your rate within the range of the water application rate on the label? If not, change the nozzle, the pump pressure or your walking speed and work out the

sprayer application rate again.

Step 4 Calculating the amount of chemical per tank

• Use this formula to work out **how much chemical to put in your tank**:



• Now change the amount from litres (L) to millilitres (mL):



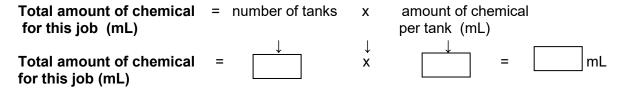
Step 5 Calculating the area, tanks and chemical for this job

• Use this formula to find the area to be sprayed in square metres:

Use this formula to work out the number of tanks to use

Number of tanks = size of area x your sprayer
$$\div$$
 your tank size application rate (L) (L/ha) \downarrow \downarrow \downarrow Number of tanks = \downarrow x $\dot{\div}$ $\dot{\div}$ = \downarrow tanks

• Use this formula to work out the total amount of chemical for this job



Now **copy important information** onto another sheet called the **CALIBRATION RECORD** sheet. It may be useful when doing other calibrations.

CALIBRATION RECORD

General information		
Name of chemical		
Crop		
Reason for spraying		
Date of calibration		

Label and equipment information		
Chemical application rate	L/ha	
Water application rate	L/ha	
Tank size	L	
Pump pressure		
Type and size of nozzle		

My measurements		
Nozzle output	L/min	
Spray width	m	
Walking speed	m/min	

Calculations			
Sprayer application rate	L/ha		
Amount of chemical per tank	mL		
Area sprayed	ha		
Number of tanks			
Total amount of chemical for this job			

SPRAY APPLICATION RECORD

Spraying informat	ion	Sketch map showing where on the simple
Name of chemical		label
Crop sprayed		
Pest / disease		
Size of area sprayed		
Equipment used		Sketch map
Date of calibration		
Date of application		
Time started		
Time finished		N
Application rate (from label)		
Amount of chemical		↓
used for this job		
Weather information	on	
Wind speed		
Wind direction		
Temperature		
Humidity		
Did the weather change while spraying?	Yes / No If yes, giv	ve details
General information	on	
Property Address		
Owner, manager o	or occupier of the la	nd:
Name		
Address		
Phone number		
Person applying th	ne chemical:	
Name		
Address		
Phone number	1	

STORAGE RECORD SHEET

Name of chemical	
Location of chemical	
Date of purchase	
Current MSDS (5 years or less)	Yes / No
Hazardous substance	Yes / No
Dangerous Goods Class	
Expiry date or Date of Manufacture	
Batch number	
Comments	

Name of chemical	
Location of chemical	
Date of purchase	
Current MSDS (5 years or less)	Yes / No
Hazardous substance	Yes / No
Dangerous Goods Class	
Expiry date or Date of Manufacture	
Batch number	
Comments	

Name of chemical	
Location of chemical	
Date of purchase	
Current MSDS (5 years or less)	Yes / No
Hazardous substance	Yes / No
Dangerous Goods Class	
Expiry date or Date of Manufacture	
Batch number	
Comments	

CHEMICAL SPILL RECORD

CHEMICAL SPILL INFORMATION		Sketch map showing where on the property		
NAME OF PERSON				the chemical was spilled
WHO FOUND THE				
SPILL				
JOB TITLE				
CONTACT DETAILS	PHONE ADDRE			
NAME OF CHEMICAL				
TYPE OF CHEMICAL				
DATE OF SPILL				
ESTIMATE HOW MUCH CHEMICAL WAS SPILLED	- 1 - - 2 - - M	SS THAN 1 LITRE TO 2 LITRES TO 10 LITRES ORE THAN	LITRES	N 1
WHAT WERE YOU DO AT THE TIME?	DING			
HOW DID THE CHEM	ICAL			
SPILL?				
WAS THE CHEMICAL				
CLEANED UP? IF SO,	HOW?			
WAS THE CHEMICAL				
DISPOSED OF? IF SO, HOW?				
DID THE CHEMICAL A	FFECT			
ANYONE? IF SO, WHO	D AND			
HOW?				
WAS THE CHEMICAL	SPILL			
REPORTED? IF SO, W	НО			
OWNER, MANAGER	OR OCC	UPIER OF THE LAN	ID:	
NAME				
ADDRESS				
PHONE NUMBER				
SIGNATURE :				

Transport your chemical products safely

UTE IT DON'T BOOT IT!

- Don't transport chemicals with people or animals.
- Don't transport chemicals with foods or drinks, plants and seeds, safety equipment or other clothing.
- Put chemicals inside a tray or box to stop liquids spilling.
- Check all containers for damage and leaks.
- Put lids and caps facing upwards.
- Make sure lids are on tightly.
- Put lighter items on top of heavy ones.
- Don't transport any pesticide, herbicide or fungicide with fertilizer.
- Tie down chemical containers. Make sure they can't slide around or fall off the truck.
- Make sure nothing in the truck can damage containers for example, tools.
- Cover your load with plastic or a tarpaulin to protect from water damage.
- Drive straight home if you can. If you have to stop on the way home, lock your vehicle.

CLEANING UP AFTER SPRAYING

- Wear PPE when cleaning equipment.
- Keep your PPE on to clean equipment.
- Read Accidental Release and Disposal sections of the MSDS and Disposal section of the label.
- Flush your sprayer with water inside and out to get rid of all chemical. The water must not be able to run away and get into water supplies.
- While cleaning, check to see if there are any worn parts on your equipment.
 Make repairs and replace worn parts before your next spray job.
- Rinse empty chemical containers three times or pressure rinse and wash inside the cap and around the thread of the container. If the container has a drumMUSTER symbol, take it to a special collection site where you see the drumMUSTER sign most tips have them.
- After cleaning equipment, take off your PPE. Soak overalls and washable hats overnight in clean water. Wash in hot water. Do not wash with your other laundry.
- Wash gloves, boots and goggles with warm soapy water. Check there are no leaks in your gloves.
- Check the valves on the respirator are opening and shutting correctly.
 Remove the respirator cartridges and store them in a sealed container. Wash the respirator body with a damp cloth.
- Store your PPE away from chemicals.

CLEANING SPILLS

- Keep your PPE on.
- You should have a spill cleanup kit in your shed. This may include a bin, a shovel, a broom, a bag of hydrated lime, a chemically absorbent boom and absorbent material such as kitty litter.
- Follow the instructions on the label and MSDS.
- Clean up spills as soon as possible.
- Do not allow chemical to get into waterways or drains.
- If you need help to clean up the spill contact the Fire Brigade.

If you need advice about poisons ring the Poisons Information Centre on 131126

BEAUFORT WIND SCALE

BEAUFORT WIND SCALE				
#	Wind Speed	Seamans Terms	Comm	on signs for reconition
0	0 kph	Calm	3	Air is Calm; Smoke rises vertically
1	1-5 kph	Light Air	-	Smoke drifts slowly Vanes do not move
2	6-11 kph	Light Breeze	*	Wind felt on face; leaves rustle; vanes begin to move
3	12-19 kph	Moderate Breeze		Leaves move constantly. Light flags extend
4	20-29 kph	Fresh Breeze		Small trees begin to sway
5	30-39 kph	Strong Breeze		Large branches of trees move.
6	40-50 kph	Moderate Gale	u h	Whole trees sway. Resistance in walking
7	51-61 kph	Fresh Gale	45	Twigs & small branches break off trees
8	62-74 kph	Strong Gale	*	Large branches break.Some Structural damage occurs
9	75-85 kph	Whole Gale	•	Small trees uprooted. Structural damage occurs



GLOSSARY - WORDS TO KNOW

Α	Absorb	Soak up a liquid or take in a chemical.
	A b c c ub c :: t	Able to soak up liquid.
	Absorbent	The paper was very absorbent .
	Active constituent	The main chemical in a product that affects the pest or disease. It
		is important to know the active constituent if a person becomes
		sick from using the chemical.
	Altamatina	To change between. First you use one, the next time you use
	Alternating	another.
	Analogue clock	A clock with a round face and hands.
	Avoid	Keep away from. Try not to use.
	Bacteria	Small living single cells. They can cause disease or cause things to
В		decay.
		A measurement of pressure. One bar = 100 kilopascals (kPa). More
	Bars	bars mean higher pressure, and so smaller droplets.
	Beaufort Scale	A guide to help you work out how fast the wind is blowing.
	Broad Claims for	The words on the label that tell you the crops and the pests or
	Use	diseases the chemical is suitable for.
	Bunding	Something used to surround a spill so it cannot spread.
С	Calculation	The way you work out a mathematical problem.
	Calibrate,	Setting your equipment to spray chemical in the right way and in
	calibration	the right amounts.
		CAUTION on the chemical label means the chemical is slightly
	Caution	poisonous. It will kill you if you get enough.
	Centimetre	A metric unit for measuring length. 1 centimetre is roughly the
		width of your index finger.
	Chemical	The amount of chemical you should use for each hectare. This is in
	Application Rate	the Directions for Use on the label.
	Contain spill	Stop the spilled chemical from spreading.
	Contaminate	To pollute or make dirty.
	Corrosive	Can eat away skin or metal.
	Critical	The words on the label in the 'Directions for Use' table that give
	Comments	you special information about how to spray the chemical.
	Dangerous Goods	Chemicals which are dangerous to move or store because they can
(damage people, property or the environment. Dangerous goods
D		are shown by diamond-shaped signs, for example, TOXIC 6 and
		FLAMMABLE LIQUID 3.
	Decay	Go rotten.
	Decimal point	A dot that separates the whole numbers from the tenths,
		hundredths and smaller parts.
	Digit	A symbol that represents a number or numeral.
	_	A clock which shows numbers for the time. For example- 3:30
	Digital clock	(three thirty, or half past three).
	Directions for	The section on the label that tells you how to use the chemical -

	Use	the crops, the pests or diseases, the rate of application and special
		instructions.
	Dispose of	To get rid of. To transfer to somewhere else.
	drumMUSTER	A place where you can safely get rid of chemical containers after
	UIUIIIIVIOSTEK	use. There are drumMUSTERs at most rubbish tips.
Е	Emerge	To come out of something. For example, the seedling emerged
_		from the soil after 4 days.
	Estimate	To guess or work out roughly. About.
	Equipment	Tools or gear you use for a job.
	Expiry date	The date by which you should use a chemical.
	Explosive	Can blow up or explode.
F	Flammable	Can catch fire quickly and easily.
	Foliage	The leaves on a plant or crop.
	Fraction	A part of something. Divided.
	Fungicide	A chemical product to treat fungal diseases.
G	Gauge	An instrument for measuring pressure.
	General	Common or usual.
Η	Harvest	Picking the crop.
	Hazardous	Can hurt or harm people - for example, hurt your eyes or skin,
	Tiazaruous	make you sick if you breathe in the smell.
	Heavy duty	Hard wearing, strong.
	Hectare	A measurement of land area. One hectare = 10 000 square metres.
	Tiectare	Most chemical and water application rates are for hectares.
	Herbicide	A chemical product which kills weeds and unwanted plants.
	Hose	A long rubber tube to carry water or chemicals.
	Humidity	The amount of water or moisture in the air.
	Hydrated lime	An absorbing powder which is not very toxic.
I	Immediately	Straight away. Right now.
	Ingest	Eat or drink something.
	Inhale	Breathe in.
	Insecticide	A chemical product which kills insects.
	Integrated pest	Using a number of methods to control pests - for example,
	management	destroying weeds where pests hide, improving drainage, and using
	(IPM)	good insects or 'beneficial' to control harmful insects. In IPM,
		chemicals are just one part of a larger pest plan.
	Irritating	Causes a painful reaction such as inflammation or rash.
	Kilopascals	A measurement of pressure. 100 kilopascals (kPa) = one bar. More
	- 1	kilopascals mean higher pressure, and so smaller droplets.
L	Litre	A metric unit used for measuring liquid such as water or chemical.
-		Just over 4 cups will make 1 litre.
	Material Safety	A sheet of paper containing health and safety information about a
M	Data Sheet	chemical product. You can ask the reseller for the MSDS for the
	(MSDS)	product you are buying.
	Mode of Action	The words and numbers on the label that tell you the group of
		chemicals that the chemical product belongs to (eg GROUP 2A
		INSECTICIDE, GROUP L HERBICIDE, GROUP C FUNGICIDE). All

	<u> </u>	
		chemicals in one group <i>act</i> on pests or diseases in the same way or
		<i>mode</i> . If you regularly use chemicals from the same group, the pests or diseases may develop resistance.
N	Nozzle output	The amount of spray mixture that comes out of the nozzle in one minute.
Р	Percent (%)	One hundredth part of something. Divide by 100.
	Personal	Clothes and equipment which keep you safe when working with
	Protective	chemicals, for example, goggles, gloves and boots.
	Equipment (PPE)	Chemicals, for example, goggles, gloves and boots.
	Doison	POISON on the chemical label means that the chemical will make
	Poison,	you sick. DANGEROUS POISON means it will make you very sick.
	poisonous	Both may kill you.
	Prevent	To stop or avoid.
	Re-entry period	The time you must wait before it is safe to go back into an area
R		you have sprayed with chemical without wearing PPE.
	D	The chemical that remains in the plant, animal or soil after you
	Residue	spray.
		When pests are no longer controlled by a chemical because
	Resistance	chemicals from the same chemical group have been used too
		many times. See Mode of Action.
	Restraint	A part of the label that will tell you what you can't do, such as the
	statement	droplet size. "You cannot use smaller than medium size droplets".
		This gives an approximate amount. For example \$4.5032 can be
	Rounding	rounded to \$4.50.
_	Sensitive areas	Areas that can easily be damaged by chemicals - for example,
S		creeks and rivers.
		The words on the label that tell you how poisonous a chemical is -
	Signal Heading	VERY POISONOUS, POISONOUS, CAUTION.
		When the chemical you are spraying goes onto other plants,
	Spray drift	animals or areas. Spray drift can happen because of weather
	' '	conditions, equipment problems or incorrect spraying methods.
		The measurement of how wide the spray is. You spray the ground
	Spray width	and measure from side to side in metres.
		The amount of water (or chemical solution) your sprayer uses to
	Sprayer	cover a hectare. The rate should be within the range given on the
	Application Rate	chemical label. If it is not, you need to adjust your equipment,
	15 15 15 15 15 15 15 15 15 15 15 15 15 1	walking speed or spray width.
	Spray Application	A sheet to record the details about the use of a chemical - for
	Record	example, crop, pest/disease, date, time.
		A sheet to record all the chemical products you have in your shed
	Storage Record Sheet	or storage area - for example the date you bought the chemicals,
		where they are in your shed.
	Swallow	Eat or drink something. To gulp.
Т	Tank	A large container.
'	TOTAL	A long ribbon or strip. A tape measure is a long strip with
	Tape	measurements.
	<u> </u>	וווכמטעו כוווכוונט.

	Tarpaulin	A canvas sheet or cover.
	Temperature	Hotness. The heat of something.
	Thermometer	An instrument to measure temperature.
	Thorough coverage	Covered completely. All parts of the plant have been sprayed.
	Toxic	Can harm a person, animal or plant - for example, make a person sick.
٧	Ventilated, ventilation	Air moving around - for example, there is usually good ventilation if a window is open.
W	Water Application Rate	The amount of water to use for every hectare of crop.
	Waterways	Creeks, rivers, dams, ponds, storm water drains. Anywhere that water flows, or is stored.
	Withholding period	The time you must wait before you harvest a crop after spraying a chemical.

Your list

IOUI	

On line resource

Minimum System Requirements – PC user

Windows 7, Windows Vista®, Windows XP, Windows Server® 2008, Windows Server 2003 Intel Pentium 4 2.33GHz, Athlon 64 2800+ or faster processor (or equivalent) 256MB of RAM

128MB of graphics memory

Internet Explorer 6.0 and above, Mozilla Firefox 3.0 and above, Google Chrome2, Safari 4.0 and above, Opera 9.5 and above, AOL 9.0 and above

Recommended: 1024x768 screen resolution

Minimum System Requirements – Mac user

Mac OS X 10.6, Mac OS X 10.5, Mac OS X 10.4 (Intel)

Intel Core™ Duo 1.33GHz or faster processor

256MB of RAM

128MB of graphics memory

Safari 4.0 and above, Mozilla Firefox 3.0 and above, Google Chrome, Opera 9.5 and above

Recommended: 1024x768 screen resolution

Steps to Safe Spraying

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This WELL resource supports the development of the language, literacy and numeracy skills related to selected units of competence in the AHC10 Agriculture, Horticulture and Conservation and Land Management Training Package.

