

**Functional Map - Crofters and Smallholders**

**Industry Key Purpose:** To manage and maintain a small land-based holding to provide saleable products

Key Area	Key Function	Function	Activity/NOS Title	NOS Code	SCC	
Manage the workforce and the organisation	Business strategy, policy and planning	Develop a croft or smallholding	Setting up a croft or smallholding business	LANCSH1	Lantra	
			Evaluating and acquiring a smallholding	LANCSH2	Lantra	
			Evaluating and acquiring a croft	LANCSH3	Lantra	
			Develop your plans for the business	CFABDA2	Skills CFA	
			Identify needs and suppliers for your business	CFABS1	Skills CFA	
	Resources	Comply with legislation and other requirements	Select and manage contractors	Keep up to date with current legislation affecting your business	CFALG2	Skills CFA
				Commission, monitor and evaluate contract work	LANCU97	Lantra
	Finance	Maintain financial systems and records	Store information	Decide on the financial needs of your business	CFAMN1	Skills CFA
				Keep financial records for your business	CFAMN3	Skills CFA
	Information and communication	Reduce and manage waste	Promote environmental good practice	Maintain and store records in the workplace	LANCS5	Lantra
Reduce and manage waste				LANCS27	Lantra	
Maintain health, safety, security and environment	Environmental good practice and sustainability	Manage hygiene and biosecurity	Develop an awareness of environmental good practice	LANEM15	Lantra	
			Assess the environmental impact of your business	CFALG5	Skills CFA	
	Hygiene and bio-security	Maintain health, safety and security	Implement and monitor site hygiene and bio-security	LANCS62	Lantra	
			Promote, monitor and maintain health, safety and security	LANCS3	Lantra	
			Deal with incidents and emergencies	LANCS10	Lantra	
Provide goods and services to customers	Customer relations	Manage effective public relations	Consult and work with the local community	LANEnC2	Lantra	
			Manage effective customer relations	Respond to legislation which affects customer's rights	LANH57	Lantra
	Sales	Sell your products or services		Build and maintain effective customer relations	CFACSB15	Skills CFA
			Develop, negotiate and agree proposals to offer land-based and environmental services and products	LANCS47	Lantra	
Define your product or service			CFABD2	Skills CFA		
Evaluate markets for the sale of forest and woodland products and services			LANTw62	Lantra		
Manage personal skills and development	Working relationships	Maintain productive working relationships	Plan how to let your customers know about your products or services	CFAWB2	Skills CFA	
			Plan how you will sell your products or services	CFAWB3	Skills CFA	
Personal skills	Maintain and use personal skills	Merchandise and sell plants and other relevant products	Merchandise and sell plants and other relevant products	LANH56	Lantra	
			Establish and maintain working relationships with others	LANCS4	Lantra	
Personal skills	Maintain and use personal skills	Manage time in your business	Manage time in your business	CFAYS5	Skills CFA	
			Use IT to support your own role	CFASAA231	Skills CFA	

		SKILLS			
				Improve your business skills	CFAYS3 Skills CFA
Maintain, repair and use equipment and machinery	Equipment and machinery	Prepare and use equipment and machinery	>	Prepare and operate a tractor with attachments	LANCS57 Lantra
			>	Prepare and operate a powered vehicle	LANCS9 Lantra
			>	Prepare and use equipment and machinery	LANCS35 Lantra
		Maintain equipment and machinery ready for use	>	Carry out maintenance and repair of equipment and machinery	LANCS25 Lantra
				Clear sites for planting	LANTw3 Lantra
				Prepare sites for planting	LANTw4 Lantra
				Prepare growing media	LANH2 Lantra
				Prepare and establish propagation material	LANH5 Lantra
				Propagate plants from seed	LANH7 Lantra
				Establish crops or plants	LANH9 Lantra
				Co-ordinate the planting of crops or plants	LANH10 Lantra
				Prepare and cultivate sites ready for planting crops	LANAgC1 Lantra
				Prepare planting equipment and plant crops	LANAgC2 Lantra
				Monitor and maintain the healthy growth of crops	LANAgC3 Lantra
				Monitor and control the growth of crops or plants	LANH12 Lantra
				Monitor and implement the provision of water to crops or plants	LANH14 Lantra
				Co-ordinate the provision of nutrients to crops or plants	LANH15 Lantra
				Control environmental conditions for protected crops	LANH16 Lantra
		Monitor and maintain crops	>	Advise on the implementation of Integrated Pest Management (IPM) including Integrated Crop Management (ICM) and Integrated Farm Management (IFM)	LANAgM16 Lantra
				Establish harvesting operations	LANH51 Lantra
				Establish post harvest operations	LANH53 Lantra
				Identify, collect and prepare plants for sale or despatch	LANH54 Lantra
				Co-ordinate the collection of plants for sale and dispatch	LANH55 Lantra
		Harvest and prepare crops	>		
		Transport harvested crops	>	Transport harvested crops	LANAgC7 Lantra
		Store harvested crops	>	Plan and manage the storage of harvested crops	LANAgM26 Lantra
		Control weeds, pests and diseases	>	Identify the presence of pests, diseases and disorders	LANCS29 Lantra
			>	Plan and manage the control of weeds, pests, diseases and disorders	LANCS32 Lantra
		Deal with crop disorders	>	Advise on the causes of crop disorders	LANAgM17 Lantra
			>	Advise on the control of weeds	LANAgM18 Lantra
				Establish a honey bee hive	LANCS87 Lantra
				Monitor and maintain a honey bee hive	LANCS88 Lantra
				Collect products from a honey bee hive	LANCS89 Lantra
	Beekeeping	Manage a bee hive	>		
				Carry out work to create or manage habitats	LANCS36 Lantra
				Identify and name plants using their botanical names	LANH58 Lantra
				Lay a hedge	LANTw61 Lantra
				Develop and wild deer management plan	LANGWM11 Lantra
				Stalk and cull deer	LANGa17 Lantra
				Control vertebrate pests and predators by traps	LANCS78 Lantra
				Control vertebrate pests and predators by shooting	LANCS79 Lantra
				Control vertebrate pests and predators by chemical means	LANCS84 Lantra
		Manage habitats	>		

			Carry out prescribed burning activities as part of vegetation management	LANGa11	Lantra			
>	<b>Site maintenance</b>	>	<b>Manage coppice</b>	Plan and evaluate for coppice management	LANTw51	Lantra		
				Maintain coppice health and productivity	LANTw52	Lantra		
				Cut, process and extract coppice	LANTw53	Lantra		
				Process coppice materials and green wood products	LANTw56	Lantra		
		>	<b>Maintain infrastructure</b>	>		Build dry stone structures	COSVR567	Construction Skills
						Construct boundaries or access points	LANCS20	Lantra
						Maintain and repair boundaries or access points	LANCS21	Lantra
						Construct structures	LANCS18	Lantra
						Maintain and repair structures	LANCS19	Lantra
						Construct paths or surfaces	LANCS16	Lantra
						Maintain and repair paths or surfaces	LANCS17	Lantra
						Maintain irrigation systems	LANH33	Lantra
						Maintain open drainage systems	LANTw6	Lantra
						Maintain land drainage systems	LANH32	Lantra
Create an open drainage system	LANTw5	Lantra						
>	<b>Livestock production</b>	>	<b>Maintain grassland and forage crops</b>	Plan and manage grassland and forage crops for livestock grazing and conservation	LANAgM4	Lantra		
		>	<b>Provide feed and water</b>	Monitor and maintain the supply of feed and water to livestock	LANLP2	Lantra		
				Monitor and maintain feed stuff and the mixing of diets				
		>	<b>Maintain accommodation</b>	Establish, monitor and maintain livestock within indoor accommodation	LANLP7	Lantra		
				Plan and evaluate livestock accommodation				
				Establish, monitor and maintain livestock on outdoor sites	LANLP9	Lantra		
		>	<b>Maintain livestock health and welfare</b>	Deliver treatments to livestock	LANLP18	Lantra		
				Plan and manage the health and welfare of livestock	LANAgM11	Lantra		
				Prepare, monitor and maintain mechanically controlled livestock environmental systems	LANLP12	Lantra		
		>	<b>Support animal breeding and livestock replacement</b>	Deliver artificial insemination to livestock	LANLP38	Lantra		
				Plan manage and evaluate animal breeding programmes	LANCS67	Lantra		
				Establish and confirm pregnancy in livestock	LANLP3	Lantra		
				Monitor and maintain livestock during pregnancy	LANLP4	Lantra		
				Monitor and maintain the care of livestock during and after parturition	LANLP5	Lantra		
				Plan and monitor the provision of livestock replacements	LANAgM12	Lantra		
				Introduce new livestock to holding	LANLP39	Lantra		
		>	<b>Carry out shearing of livestock</b>	Carry out and complete the shearing of livestock	LANLP14	Lantra		
		>	<b>Carry out milking of livestock</b>	Carry out and complete the milking of livestock	LANLP10	Lantra		
		>	<b>Control the movement and transportation of livestock</b>	Select and move animals to new location	LANCS63	Lantra		
				Plan and monitor the movement of animals	LANAgM3	Lantra		
				Prepare for the transportation of animals	LANCS64	Lantra		
				Load and unload animals for transportation	LANCS65	Lantra		
		>	<b>Handle and restrain livestock</b>	Handle and restrain animals	LANAnC15	Lantra		
				Plan, establish and maintain livestock handling and restraint facilities/systems	LANLP16	Lantra		

<b>Manage crofting and smallholding activities</b>	<b>Poultry and egg production</b>	<b>Maintain poultry production</b>	Prepare birds for reproduction and enable fertilisation	LANLP23	Lantra
			Monitor and maintain the receipt and selection of eggs for incubation and hatching	LANLP33	Lantra
			Monitor and maintain the incubation of eggs	LANLP34	Lantra
			Monitor and maintain the hatching and dispatch of poultry	LANLP35	Lantra
			Monitor and maintain the brooding and growth of young birds	LANLP36	Lantra
		<b>Maintain egg production</b>	Monitor and maintain egg production	LANLP24	Lantra
	Collect, grade and prepare eggs for transportation		LANLP25	Lantra	
	<b>Gamebird production</b>	<b>Maintain gamebird production</b>	Contribute to the production of fertile gamebird eggs	LANGa27	Lantra
			Contribute to the production of gamebird chicks	LANGa28	Lantra
			Contribute to the rearing of gamebird chicks and juvenile gamebirds	LANGa29	Lantra
	<b>Timber production</b>	<b>Maintain timber production</b>	Clear sites for planting	LANTw3	Lantra
			Prepare sites for planting	LANTw4	Lantra
			Plant trees	LANTw8	Lantra
			Carry out post planting tree protection and maintenance	LANTw10	Lantra
			Control unwanted vegetation	LANTw11	Lantra
			Take delivery of and store plants and materials	LANTw13	Lantra
			Fell trees using a chainsaw	LANTw20	Lantra
			Cross-cut timber using a chainsaw	LANTw22	Lantra
Process arisings from treework operation			LANTw15	Lantra	
Process timber using hand fed machinery			LANTw40	Lantra	
Forecast production of forest and woodland products and make			LANTw69	Lantra	