Webinar 4

Pre-harvest Check List

Presenter:
Jim Voigt, President, JFV Solutions Inc.
Pre-Harvest – Why talk about it?

There are no “do-overs” at harvest, any grain you miss due to service problems or equipment being down or running at reduced capacities will probably be lost to a competitor.

Time spent in being prepared will be rewarded in preventing accidents and improved profitability!
Agenda

- Forecasting
- Planning
- Maintenance
- Procedure Review
- Staffing / Training
- Communications
- Other Considerations
- Summary
Critical Time

- Time spent during this period can ensure customer needs are met in a timely and efficient manner.
- High return for time and resources invested.
- Elevators associated with ports, terminals, feed mills, and processors should include in annual business plan.
Forecasting – 6 months out

- Fact finding
  - Producers
  - Marketing
  - Logistics
  - Utilities
- Historical data review
- Make data based assumptions
- Review and update periodically
Planning – 5 months out

- Business Plan
- Commercial Plan
- Capability assessment
- Operating Plan
- Resource Allocation
Maintenance 4 months out

- Receiving systems
- Storage
- Material handling
- Processing
- Logistical assets
- Building
- Rolling stock
- Utilities
- Safety systems
- Environmental / regulatory systems
Procedure Review – 3 months out

- Safety policies and procedures
- Discount schedules
- Drying & storage charges
- Operating procedures
Staffing / Training – 2 months out

- Manpower assessment
- Interviewing and hiring
- Existing employee training
- New hire employee training
Communication – 1 month out

- Customers
- Employees
- Suppliers/vendors
- Utility providers
- Emergency response providers
- Neighbors
- Municipal services
Other Considerations

- Regulatory compliance
- Contingency planning
- Micotoxins response
Pre-harvest actions

- Gather information
- Review historical data
- Plan, Plan, Plan
- Train, Train, Train
- Review evaluate and adjust plan
Pre-harvest actions

- Inspect
- Clean
- Prepare
- Lubricate
- Adjust
- Repair
- Replace
- Parts
Pre-harvest Equipment Check

- Storage
  - Permanent
  - Temporary
- Bucket elevator legs
- Conveyance
  - Chain / Enmass
  - Belt
  - Screw
Pre-harvest Equipment Check

- Dryers
- Other Process Equipment
- Scales
- Samplers
- Lab Equipment
- Dust Collection
- Utilities
Pre-harvest Equipment Check

- Buildings
- Roadways
- Security systems
- Safety Systems
Summary – Pre-harvest Checklist

- Planning is key to success
- Plan based on historical and current data and information
- Put plan in writing, detail as much as practical
- Follow your plan
- Periodically review plan
- Adjust plan as needed
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Questions?

E-mail us at:

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Excel Check List Template

Pre-harvest check list template in excel format is available by request from Grain Journal Magazine.

Contact JFV Solutions for information on personalizing your facilities pre-harvest check list.