

26TEN 2014-2015 Employer Grants

Organisation & Partner	Project Name	Amount inc GST	Project at a Glance*
TasNetworks 2015EMP01	Career Pathways Project	\$50,000.00	<ul style="list-style-type: none"> • Improve the LLN skills of the field based workers within the Works and Service Delivery Division • Enhance the knowledge base of the field workers to complete documented tasks • Improve written communication (guidelines, procedures and work instructions) state-wide to ensure remote and regional employees are supported by developing a plain English strategy • The ability for people to undertake more work at a higher level with increased confidence
Houston's Farm 2015EMP02	Houstons Farm People Development Project	\$50,000.00	<ul style="list-style-type: none"> • Improve the skills of employees located in Processing, Farm and Administration areas • Enhance the knowledge base of employees so they can accurately complete documented tasks • Improve written communication (Guidelines, Procedures and Work instructions) in "Plain English" across the business to ensure employees are supported • The ability for people to undertake work at a higher level with increased confidence
TasTAFE Forth Farm Produce Pty Ltd, trading as Harvest Moon 2015EMP05	Harvest Moon	\$39,083.00	<ul style="list-style-type: none"> • Working with Harvest Moon personnel to develop a range of LLN integrated work procedures to support the implementation of lean management and productivity improvement initiatives within Harvest Moon. These include developing the capability of employees to implement plain English standard work procedures to cover relevant job roles. • Supporting employees to read and follow standard work procedures as well as locate and access relevant workplace information.

Organisation & Partner	Project Name	Amount inc GST	Project at a Glance*
			<ul style="list-style-type: none"> Supporting Harvest Moon employees to build systems, procedural and technical communication skills through active learning by participation in the development process. Supporting employees to participate more effectively in future training opportunities offered by the company.
TasTAFE J. Boag and Son Brewing 2015EMP06	J. Boag and Son Brewing	\$41,503.00	<ul style="list-style-type: none"> The project will focus on skills development and support for Team Members in Brewing, Packaging and Engineering Departments, to meet increasingly complex workplace LLN requirements since the completion of production and process equipment upgrades in 2014. J Boag and Son Brewing has embarked on a Continuous Improvement (CI) & Lean Manufacturing journey which intends for all team members to be able to participate actively in the CI program. In the 26TEN program, team members will receive ongoing coaching, personal development, empowerment and support to confidently participate in Continuous Improvement projects using Plan, Do, The LLN project will address the needs of new and existing team members working on site. It will support individual and team collaboration leading to improved productivity, quality and safety outcomes.
TasTAFE Tasmanian Beekeepers Association (TBA) 2015EMP07	Tasmanian Beekeepers Association	\$41,272.00	<ul style="list-style-type: none"> Will assist in this sector by supporting the development of procedural documentation to ensure consistency and best practice across all TBA members and to prioritise the health of bees within Tasmania. The availability of quality procedural documents is critical to the ongoing operations of the TBA. They will enable the members to ensure both new and existing workers have access to key safety information that enables WHS issues to be managed, quality requirements met and the health of Tasmanian bees to be maintained. Completed documentation will be provided to the TBA for inclusion in a resource bank of procedures that will then be available to all association members state-wide. The documentation will be accessible in Microsoft

Organisation & Partner	Project Name	Amount inc GST	Project at a Glance*
			<p>Word format to allow individual operators to contextualise resources to their specific needs.</p> <p>The Tasmanian apiary industry produces honey, beeswax and provides pollination services to the seed and fruit growing industries. There are more than 250 beekeepers in Tasmania, who are constantly aiming to improve and expand their capacity to meet domestic and overseas market demands. Beekeepers are currently diversifying their operations by undertaking commercial crop pollination services. The economic value of pollination services to Tasmanian agricultural and horticultural production is estimated to be 188 million dollars.</p>
<p>National Disability Services 2015EMP09</p>	<p>Tasmanian Disability Sector Language, Literacy and Numeracy Action Plan</p>	<p>\$50,000.00</p>	<ul style="list-style-type: none"> • The Tasmanian Disability Sector LLN Action Plan was developed by industry for industry. • The goal of the plan is to strengthen the disability sector workforce so people with disability can participate in all domains of life. • The actions in the plan target this goal by providing workplace LLN training across multiple organisational levels and by strengthening the culture of learning across organisations.
<p>TasTAFE Primary Employers Tasmania (PET) 2015EMP11</p>	<p>Farming Resource Development</p>	<p>\$41,445.80</p>	<ul style="list-style-type: none"> • Farming remains one of the most hazardous occupations in Australia, with recent data indicating approximately 51 deaths occurring on farms annually (2011). LLN issues in the workforce contribute to this problem and most workplaces have little or no safety documentation in place. In addition, a high proportion of the workforce have low literacy levels and limited access to appropriate safety information. • The project will seek to develop a range of safe work documentation and procedures to cover high risk activities associated with general farm safety. • TasTAFE will use its farm in Burnie and the experienced and qualified staff who operate this working farm and training facility to develop the required documentation. All documentation developed through the project will be validated through trials with TasTAFE students to ensure it meets best practice requirements and is accessible to individuals with lower LLN skill levels.

Organisation & Partner	Project Name	Amount inc GST	Project at a Glance*
TasTAFE The Van Diemen's Land Company (VDL) 2015EMPI2	The Van Diemen's Land Company (VDL)	\$42,768.00	<ul style="list-style-type: none"> Completed documentation will be provided to PET for inclusion in a resource bank of procedures that will then be available to all associated farms and worksites state-wide. TasTAFE and PET will build strong links to TFGA during this project. The project will conduct an LLN skills assessment of all farm employees to identify LLN skills gaps and allow support to be targetted through VDL's workforce development strategy. WLD will work with VDL management and workers to develop a range of literacy friendly WHS documentation to cover VDL's dairy farming operations. These will include both procedures and Safe Work Method Statements (SWMS). WLD will work with VDL management to redesign and replace existing safety signage across all of its 25 farms to improve readability and access to information. WLD will work with VDL management to redesign induction materials and resources.
TasTAFE JBS Australia 2015EMPI3	JBS Australia - Devonport	\$45,078.00	<ul style="list-style-type: none"> The project will conduct an LLN skills analysis of all employees to assess a current LLN skill profile and individual skill gaps against job skill requirements. LLN training and support will be provided to employees based on needs identified in the skills assessment. JBS Australia employs over 400 workers at its Devonport site.

Organisation & Partner	Project Name	Amount inc GST	Project at a Glance*
Statewide Independent Wholesalers Limited MEGT Institute 2015EMP17	Improving LLN levels at Statewide Independent Wholesalers	\$49,920.00	<ul style="list-style-type: none"> • Develop an in-house Language, Literacy and Numeracy (LLN) assessment tool and in-house LLN support process to improve our ability to identify and support individual LLN needs. • Benchmarking the base LLN level requirements for key operational positions (e.g. Team Coordinator, Ground Order Selection, High Risk Licence positions, Despatch and Receiving Clerk roles etc.) • Provide in-house LLN assistance to a pilot group of staff with identified needs in this area, to support their job requirements, performance, development opportunities and training progress. • Develop pictorial / diagrammatic procedures, using plain English principles for standard warehouse operating procedures.
Aged & Community Services Tasmania 2015EMP22	LLN not an afterthought...a part of day to day workpractice!	\$50,000.00	<ul style="list-style-type: none"> • To develop and implement a organisational LLN system and process that is embedded in the day to day organisational practices and is sustainable on an ongoing basis for the aged and community services sector in Tasmania. • To consolidate and build on the outcomes and learning from our recently completed 26TEN Grant which has seen widespread LLN delivery across the sector. • The sector, at both a whole of sector and an organisational level, are unanimous that our workforce having the appropriate level of LLN Skills to undertake the relevant job roles is crucial in, and underpins the delivery of, quality services to our clients. • The resources will be housed on a central portal which is part of the wider online services approach for the sector.

* Project at a glance information provided by recipients in their grant application.