

Reference No. 

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**SELF ASSESSMENT GUIDE**

<b>Qualification:</b>	<b>AGROENTREPRENEURSHIP NC IV</b>		
<b>Unit(s) of Competency Covered</b>	<ul style="list-style-type: none"> <li>• Facilitate engagement of the agroenterprise stakeholders</li> <li>• Capacitate farmers</li> <li>• Mobilize agroenterprise community</li> <li>• Monitor and evaluate agroenterprise activities</li> </ul>		
<b>Instruction:</b>			
<ul style="list-style-type: none"> <li>• Read each question and check the appropriate column to indicate your answer.</li> </ul>			
<b>Can I?</b>	<b>YES</b>	<b>NO</b>	
<b>FACILITATE ENGAGEMENT OF THE AGROENTERPRISE STAKEHOLDERS</b>			
• Collect data gathered by cluster leaders for project site selection *			
• Recommend project site to agroenterprise stakeholders using analyzed data *			
• Review profile of selected agroenterprise stakeholders *			
• Conduct buy-in sessions to encourage potential members for site working group *			
• Formalize organization of site working group through signed agreements *			
• Profile clustered farmers			
• Guide farmers in writing agroenterprise policies *			
• Inform industry stakeholders of policies on partnership			
• Gather suggestions to improve policies *			
• Handle conflicts among stakeholders based on agreed policies and procedures *			
• Facilitate the formulation of strategic plan and internal control measures *			
• Assist in registration of farmer's organization following standard requirements *			
<b>CAPACITATE FARMERS</b>			
• Recommend capacity building interventions based on result of evaluation *			
• Prepare capacity building plan and executes its activities according to plan *			
• Orient cluster leader on possible agroenterprise service providers and the standard practice of availing their services *			
• Assist farmers in computing financial requirements and in identifying corresponding financial services *			

• Lead farmers in packaging financial plan and in preparing proposal for capacity building plan *		
• Assist farmers in completing the requirements of loan application and in complying with loan agreements *		
• Orient farmers on tools and techniques used to draw out learnings and insights *		
• Share BIGPPS (best, innovative, good and promising practices) based on experiences *		
• Conduct farmers' evaluation aimed to improve performance *		
<b>MOBILIZE AGROENTERPRISE COMMUNITY</b>		
• Guide cluster leaders in extracting product data from farmers' information profile *		
• Guide in prioritizing and screening product data based on guidelines*		
• Recommend prioritized products to farmers *		
• Assist farmers in benchmarking production data *		
• Guide farmers in analysis of best practices *		
• Guide farmer in the drafting, validating and finalization of production module *		
• Guide in estimating product supply and product supply forecasting *		
• Guide in formulation of production program based on supply plan *		
• Guide farmers in establishing safety measures and implementation*		
• Coordinate orientation activities on work safety and health *		
• Organize the conduct of market visits *		
• Review result of visit with farmers *		
• Recommend selected potential buyers and BDS (Business Development Service) providers *		
• Supervise test marketing preparation *		
• Supervise selling of consolidated products *		
• Facilitate the conducts of post-test marketing assessment *		
• Assist in adjusting agroenterprise plan based on result of test marketing *		
• Oversee product deliveries based on adjusted agroenterprise plan *		
• Supervise setting up of the farmers' management structure and records agroenterprise activities *		
• Facilitate preparation of savings and capital build up plans *		
• Recommend scaling up of agroenterprise through product development, product diversification, market development and membership expansion *		

<b>MONITOR AND EVALUATE AGROENTERPRISE ACTIVITIES</b>		
<ul style="list-style-type: none"> <li>Identifies areas/activities to be monitored in partnership building, farmers' organization and agroenterprise plan implementation*</li> </ul>		
<ul style="list-style-type: none"> <li>Recommend preventive and corrective measures to improve partnership based on identified gaps *</li> </ul>		
<ul style="list-style-type: none"> <li>Recommend measures to improve agroenterprise implementation based on monitoring and evaluation results *</li> </ul>		
<p>I agree to undertake assessment with the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.</p>		
<b>Candidate's Name &amp; Signature</b>		<b>Date</b>

***\*Critical Aspects of Competency***