



Farm Management Team Owner/Manager Self-Assessment

This is a tool designed for use by farm owners and managers to self-evaluate their farms in a broad range of management areas. Items scoring 2 or less are prime targets for change and should become topics to be discussed at management team meetings.

Determine how the various management areas of your farm rate using this legend. Provide a rating to the left of each sub-heading. Be critical – it's your assessment of your business!

1 = Need improvement 2 = Fair 3 = Good 4 = Excellent

Farm Overview

1 2 3 4

- Facilities – condition & efficiency of barns, sheds, shops, outbuildings, etc.
- Land – sufficient total acreage and tillable land to support the enterprise
- Machinery and Equipment
- Machinery and equipment storage
- Livestock
- Labor to meet operational needs (including family and employees)
- Labor pay & benefits (Fair pay? Health or other insurance? Other benefits?)
- Environmental – environmentally sound practices, compliance with RAPs and/or other regulations, adequate farmstead drainage and water quality considerations
- Farmer/Farm family quality of life, satisfaction with lifestyle

Farm Business

1 2 3 4

- Recordkeeping
- Financials
- Human resource management – scheduling and time off, insurance, benefits, etc.
- Resiliency (e.g., options to respond to markets and/or market fluctuations, crop or revenue insurance, etc.)
- Access/Utilization of support services (e.g., Extension advisors, business and technical consultants, grants, federal services and programs, etc.)
- Compliance with RAPs and other regulatory requirements
- Business management (price setting, customer service, marketing & promotions, distribution, shipping, etc.)
- Business Plan for current enterprise
- Branding/Farm name recognition
- Long-term plans – 5 years, 10 years, succession planning, etc.
- Other farm resources that contribute to total farm income (e.g., sugarbush/sugaring facilities, farm stand, guest/farmstay accommodations, etc.)

Comments:



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Farm Management Team Owner/Manager Self-Assessment

Dairy and Other Livestock

Assess all areas that apply to your farm. Skip or cross out items that do not apply to your farm.

1 = Need improvement 2 = Fair 3 = Good 4 = Excellent

Animal Housing

1 2 3 4

- Location
- Ventilation (air odor, moisture, condensation)
- Grouping
- Traffic flow (alleys, floor surface, animal flow)
- Water system (access, quantity and quality, etc.)
- Lighting
- Animal handling facilities/equipment (head locks, etc.)
- Space – sufficient for number of animals – enough stalls?
- Bedding
- Other health/comfort features (i.e., foot bath, insect control, misting system, etc.)

Comments:

Milking System

1 2 3 4

- Milking facility
- Milking equipment
- Parlor/Barn routine
- Milking procedure

Comments:

Feeding System

1 2 3 4

- Fresh and sufficient feed
- Feed quality
- Feeders (troughs, linear feet of bunk, number of head locks, hay racks, etc.)
- Space for animals to eat
- Access time for animals to eat
- Cleaning management of feeding area (daily?)

Comments:



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Bunker silo

1 2 3 4

- Size
- Face area
- Removal rate
- Pak
- Face Management
- Covering
- Moisture
- Odor / pH
- Particle size (can use forage shaker box)
- Kernel evaluation (hard, soft, grind size)

Comments:

Animals

1 2 3 4

- Body condition
- General health
- Animal cleanliness
- Sufficient time and space to access feed and water
- Sufficient rest time
- Sufficient access to foot bath
- Fecal scores
- Cud chewing
- Growth rate/rate of gain

Comments:

Dry Cow Management

1 2 3 4

- Housing facilities
- Maternity facilities
- Grouping
- Dry cow cleanliness
- Body condition

Comments:



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Young Stock Management

1 2 3 4

- Calf/young stock housing
- Calf/young stock environment
- Calf/young stock health & growth
- Grouping by age and size
- Heifer/adolescent stock cleanliness
- Body condition

Comments:

Livestock Waste Management

1 2 3 4

- Daily waste management / removal
- Waste storage / application system
- Nutrient Management Plan

Comments:

Dairy Efficiency Factors

1 2 3 4

- Cows per full time equivalent (FTE) (actual _____)
- Pounds of milk per year for each FTE (actual _____)
- Production cost per cwt (actual _____)
- Feed cost per cwt (actual _____)
- Income Over Feed Cost (IOFC) (actual _____)

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Vegetable, Fruit, Berry, Nursery and Other Growers

Assess all areas that apply to your operation. Skip or cross out items that do not apply to your enterprise.

1 = Need improvement

2 = Fair

3 = Good

4 = Excellent

The Farm, Layout and Buildings

1 2 3 4

- Location (e.g., proximity to markets, transport to processors, accessibility for customers/patrons, etc.)
- Building Ventilation / Climate control
- Work space – Sufficient space? Efficient layout?
- Traffic flow (Employees, Customers)
- Water system (access, quantity and quality, etc.)
- Lighting
- Washing area for produce
- Packing area for produce
- Processing area for produce
- Washing/sanitizing area for employees

Comments:

Customers on site for U-Pick, Farm Stand, etc.

1 2 3 4

- Parking
- Signage –parking area(s), hours of operation, where to pick, amenities, etc.
- Accessibility and Safety on premises
- Public rest room
- Accessibility to staff/personnel for information / assistance

Comments:

Food Safety and Traceability

1 2 3 4

- Risk analysis plan completed
- "Seed to sale" or "feed to sale" product tracking system in place
- Consequence management plan (how to deal with food safety or traceability problems)
- Food safety record keeping archive (with digital or paper backups to prevent data loss)
- Food/product sanitizing or cleaning practices appropriate to type(s) of production
- Appropriate and safe storage/refrigeration of products on farm

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Covid-19 Pandemic Adaptations

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Precautionary equipment and practices for all who work on the farm

1 2 3 4

- Practicing 'social distancing' to extent possible
- All farm workers wearing masks as per Vermont state recommendations
- Access to hand washing stations
- Access to hand sanitizer

Precautionary equipment and practices for service providers, customers and others who come to the farm premises

1 2 3 4

- Practicing 'social distancing' as per Vermont state recommendations
- All farm workers wearing masks as per Vermont state recommendations
- Access to hand washing stations
- Access to hand sanitizer



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