

HUMAN RESOURCES ACTIVITIES RECORD

CROP YEAR _____

Farm Name: _____ Owner: _____

Mailing Address: _____

Phone: _____ Revenue Canada Business Number: _____

Location of Farm: Lot _____ Concession: _____ Township: _____

Crops Grown

Acreage

RECRUITMENT ACTIVITIES LAST YEAR

Source of Workers

Number Hired

Family _____

Local Canadian _____

Students _____

Out of Area Canadian _____

Offshore _____

Number of Positions

Number
Hired

Number
No Show

Number
Quit

Number
Dismissed

Planting/Pruning _____

Maintaining Crop _____

Harvesting _____

Grading/Packing _____

Other _____

Method used to Recruit workers: HRCC ___ Job Orders ___ Newspaper Ads ___ Other _____

Number of years hiring Canadians _____

Comments: _____

HUMAN RESOURCE PLANNING FOR THIS YEAR

Have there been changes in the nature of your farming operation between last year and this year that will cause a change in your workforce? If yes, what are these changes?

Do you have workers returning from last year? _____ If so, how many? _____

WORKERS REQUIRED

Position	Number	Start Date - End Date	Wage Last Yr.	Wage This Yr.	Hours per wk	Housing (Yes/No)
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

What methods do you intend to use to hire workers required?

HRCC Job Orders _____ Newspaper Ads _____ Other _____

Comments:

Do you provide M.O.H. approved housing? Yes _____ No _____
If yes, for how many workers? _____

Comments:

Signature: _____ Date: _____