



EVALUATION GRID 2018

Legal name: _____

Category: _____ Area: _____

Address: _____

Judges' visit date: _____ Arrival time: _____

_____ Departure time: _____

Names of persons entitled to medals, if applicable:

Jury members:

NOTE 1: The judges must base scores not only on the result per se, but also on the management quality of the competitor within the process of sustainable development, regardless of the production method, soil quality, or crop or livestock type.

NOTE 2: The details in italics do not necessarily concern all production types, but instead provide an overview of the elements considered. **The details are examples chosen to give competitors a clearer idea of the criteria used. In cases where this material does not apply, no points will be taken off.**

MAIN CHAPTERS:

1. Production management	345 points
2. Environmental protection	125 points
3. Strategic development of the business	55 points
4. Financial resource management	300 points
5. Human resource management	125 points
6. Social reach	50 points
TOTAL :	1000 points

CHAPTER 1: PRODUCTION MANAGEMENT (REGARDLESS OF CROP OR LIVESTOCK TYPE)

1.1 Biophysical resources and inputs	100 points
1.2 Production system	145 points
1.3 Production control and monitoring	50 points
1.4 Finished products	50 points
Total weighting:	345 points/1000

1.1	BIOPHYSICAL RESOURCES AND INPUTS	Production A -----	Production B -----	Production C -----	Processing or commercialization or both
1.1.1	Biophysical resources (soil, crops, livestock)				
1.1.1.1	Management of the condition and quality of resources: <i>animal health and welfare, condition of soil, pest status, etc.</i> <i>Elements to observe: general appearance, tidiness, cleanliness, sanitary conditions on the premises, functional division of land (space for the livestock [comfort], fields), field access, work carried out to eliminate obstacles, stone and rock removal, leveling, burial.</i>	/25	/25	/25	/25
1.1.1.2	Responsible resource development and use (soil, crop and livestock management): <i>appropriate farming practices, appropriate conservation practices, crop plan, rotation, herd composition, feeding program, genetic improvement program in effect, intelligent use of antibiotics, etc.</i>	/25	/25	/25	/25
1.1.1.3	Introduction and implementation of tools for improving resource quality: <i>hygiene program, welfare and preventive medicine programs for livestock or crop protection against disease, pests and weeds, on-farm food safety program, biosafety program adapted to the operation's specific needs (spec books, HACCP system, CanadaGAP, COSPOC, traceability, prevention of GMO cross-contamination, animal health and phytosanitary alerts, monitoring of pesticide and antibiotic residues in food), etc.</i>	/30	/30	/30	/30
1.1.2	Inputs (seed, feed, fertilizer, crop substrates, etc.)				
1.1.2.1	Choice and selection of inputs adapted to and appropriate for the needs of the operation and the conditions of the environment: <i>seeds, feed, fertilizers, substrates (quantity and quality), climate, soil, livestock, green supplies (e.g. recyclable containers), etc.</i>	/20	/20	/20	/20
Total/100 points		/100	/100	/100	/100

1.2	PRODUCTION SYSTEM	Production A -----	Production B -----	Production C -----	Processing or commercialization or both
1.2.1	Buildings, machinery, equipment, material and tools				
1.2.1.1	Choices adapted to the needs of the operation in terms of quality, quantity, rationale and size: <i>number, capacity, power, functional location of buildings and service rooms, co-ownership, fixed price, etc.</i>	/30	/30	/30	/30
1.2.1.2	Quality of upkeep, operation and optimal use: <i>general tidiness and cleanliness, interior and exterior upkeep of buildings, landscaping, safety of premises, storage and maintenance of machinery and equipment, rate of renewal of machinery and equipment, cost-effective use, elimination and storage of dangerous products (e.g. pesticides, expired products, medication), etc.</i>	/30	/30	/30	/30
1.2.2	Techniques, methods and processes <i>Set of operations with a view to producing quality product or the way of combining inputs and biophysical resources by using buildings, machinery and equipment efficiently.</i>				
1.2.2.1	Choice of techniques, methods and processes adapted to the needs of the production type, updating and modernization: <i>fertilization and feed distribution sequence and frequency, choice of sires and females, adequate water management, processing, storage system, integration of new technologies and updating of old ones, etc.</i>	/20	/20	/20	/20
1.2.2.2	Optimal development and use of compatible physical resources, inputs, soil, crops and livestock and adapted use of buildings, machinery and equipment: <i>harvest stage, frequency of crop harvesting and rotation based on production type, appropriate pasture rotation, use of the right machinery at the right time and the right place, seeding dates and rates, population density and manure development, etc.</i>	/30	/30	/30	/30
1.2.2.3	Safe methods: <i>use of equipment and techniques, behaviour of individuals, prevention program, introduction of emergency measures (e.g. fire-prevention measures), etc.</i>	/20	/20	/20	/20
1.2.2.4	Managerial concern for appropriate technological innovation and investment: <i>collaboration, technological innovation projects, research, development, etc.</i>	/15	/15	/15	/15
Total/145 points		/145	/145	/145	/145

		Production A -----	Production B -----	Production C -----	Processing or commercialization or both
1.3	PRODUCTION CONTROL AND MONITORING				
1.3.1	Introduction of protection control tools adapted to the needs of the operation: <i>farm plan, livestock record, field log, production calendar, production records, genetic evaluation program, etc.</i> <i>These tools must be updated regularly, sufficiently detailed based on observed needs, available and understood by all operation workers.</i>	/25	/25	/25	/25
1.3.2	Integration of necessary and appropriate control tools in decision making: <i>purchasing, budget drafting, investment planning, selection of cultivars, etc.</i>	/25	/25	/25	/25
Total/50 points		/50	/50	/50	/50

1.4	FINISHED PRODUCTS	Production A -----	Production B -----	Production C -----	Processing or commercialization or both
1.4.1	Product quality and originality: <i>satisfy consumer tastes and market needs, Lean Hog Index, somatic cell count, grain grading, certification (organic, fair-trade, ethical, ISO 9001, 100% Québec Honey, etc.), a designation in connection with a crop (Agrinature, Vins certifiés du Québec, etc.) or livestock (Viandes sélectionnées des Cantons, Agneau de Charlevoix, etc.), green design and packaging (environmental consciousness in designing a product or product packaging), etc.</i>	/20	/20	/20	/20
1.4.2	Productivity in relation to potential and constraints: <i>crop yield given soil potential, climate, production method, livestock yield given genetic potential, efficiency of harvesting and processing, quality of storage, etc.</i>	/15	/15	/15	/15
1.4.3	Adaptation of production to demand: <i>Quotas, seasons, etc.</i>	/15	/15	/15	/15
Total/50 points		/50	/50	/50	/50

	Production A -----	Production B -----	Production C -----	Processing or commercialization or both
Total of Chapter 1: Production management Total points for sections 1.1 (Biophysical resources and inputs), 1.2 (Production system), 1.3 (Production control and monitoring) and 1.4 (Finished products) for each production type evaluated.				
Total/345 points	/345	/345	/345	/345
Relative weighting (%)				

<p>Total weighting of points for Chapter 1:</p> <ul style="list-style-type: none"> – The business is evaluated on all its production types. When several production types are assessed according to the above criteria, a relative weighting is assigned to each in order to grant a single grade and evaluate production management as a whole. – The relative weighting (%) of each production type is assigned according to the criteria that applies to the particular situation of the operation, e.g. capital needed, sales and work time. – However, to strike a balance between the value of production management and that of processing, commercialization or both, the weighting for these two activities does not exceed 40%. 	/345
---	-------------

Comments, if any

CHAPTER 2 : ENVIRONMENTAL PROTECTION

2.1	Concern for the agri-environment	30 points
2.2	Efforts to reduce risks associated with fertilizers	25 points
2.3	Efforts to improve soil quality and water management	25 points
2.4	Efforts to reduce the amount of phytosanitary and antiparasitic products used and the risks associated with them	25 points
2.5	Concern for good neighbourliness	20 points
Total weighting:		125 points/1000

2.1	<p>CONCERN FOR THE AGRI-ENVIRONMENT</p> <p><i>Knowledge of the community’s environmental issues and of the local context.</i></p> <p><i>Managerial concern for the agri-environment: adoption of farming practices aimed at minimizing the impact on the natural environment (innovation; trials of new, beneficial practices; precision agriculture; agri-forestry) and concrete steps on this front (e.g. training activities; research development or agri-environment transfer projects; coaching and supervision by an advisory service provider, agri-environmental structures), etc.</i></p> <p><i>Updated and complete agro-environmental fertilization plan (PAEF), easy to consult and understand by the manager. Implementation of PAEF recommendations. Production of an agro-environmental support plan (PAA) and implementation of the actions provided in the action plan.</i></p> <p><i>Managerial concern for energy efficiency and use of renewable energy (e.g. hydropower, geothermal energy, and biomass) and the reduction of greenhouse gas (GHG) emissions.</i></p> <p><i>Managerial concern for biodiversity through the introduction of wildlife and habitat protection measures (wider riparian strips, hedges, buffer zones for sensitive areas, ponds or marshes, flower strips, etc.).</i></p> <p><i>Business’s efforts to use resources efficiently (less wastefulness). Promotion of the 3Rs (reduce, reuse, recycle). On-farm management of residual material (plastics, tubes, used oil, etc.).</i></p>	/30
2.2	<p>EFFORTS TO REDUCE RISKS ASSOCIATED WITH FERTILIZERS</p> <p><i>Works or practices for improving fertilizer management (animal waste, mineral fertilizer, fertilizing residual materials [FRMs], etc.) in order to reduce the risk of fertilizer leaching.</i></p> <p><i>Examples: watertight storage of animal waste, proper management of manure in exercise yards or wintering yards, alternative beef cattle facilities, fertilization during plant growth, split application of nitrogen, mineral fertilizer banding, decrease in fertilizer doses applied, fertilization based on soil health, food balance sheet, adequate management of vegetal organic matter. In greenhousing: ebb and flow production system, capillary mats, gutter growing, nutrient recycling and disinfection.</i></p>	/25
2.3	<p>EFFORTS TO IMPROVE SOIL QUALITY AND WATER MANAGEMENT</p> <p><i>Adoption of practices for reducing erosion and maintaining soil productivity while limiting the impact on water quality, for example:</i></p> <ul style="list-style-type: none"> <i>• Erosion reduction practices (reduced tillage, direct seeding, ridge cropping, intercropping, etc.), perennial crops in risk zones (flood zones or steep slopes), crop rotation and structures to prevent erosion and manage run-off (grassed waterways or gullies, contour cropping, windbreaks, etc.), soil compaction reduction methods (equipment weight and soil load bearing capacity, humidity, controlled traffic of harvesting and spreading equipment, etc.);</i> <i>• Riparian strip improvement (compliance with spreading distances, confluence protection, controlled livestock access to watercourses, perennial vegetation cover);</i> <i>• Optimized water management to reduce volumes (rainwater collection, recycling of nutrient solutions, use of water withdrawal measurement instruments, use of methods to optimize the use of irrigation water [water balance, tensiometer] or water-efficient system [drip irrigation, micro-irrigation]). Taking water quality into account to ensure food safety and human and animal health (testing of irrigation ponds or artesian wells, pond aeration, protection of water catchments or wells for drinking water).</i> 	/25
2.4	<p>EFFORTS TO REDUCE THE AMOUNT OF PHYTOSANITARY AND ANTIPARASITIC PRODUCTS USED AND THE RISKS ASSOCIATED WITH THEM</p> <p><i>Adoption of practices to reduce the amount of pesticides used and the associated risks.</i></p> <p><i>Examples: mechanical or physical control of crop pests, band application of pesticides, use of biopesticides or alternatives to pesticides, scouting, organic farming or certified production (Agrinature, integrated fruit production, etc.), integrated pest management, safe pesticide management (compliance with pesticide storage rules, wearing of protective gear when using pesticides, use of nozzles or equipment to reduce pesticide drift, certificate of competency, sprayer rinsing on site, etc.), use of spraying equipment that reduces the risks of pesticide use, pesticide use register, intelligent use of antiparasitic products (rodenticides, insecticides) in and around buildings.</i></p>	/25

2.5	CONCERN FOR GOOD NEIGHBOURLINESS <i>Knowledge and application of odour management measures (covered manure storage facilities; incorporation of manure; windbreaks or shelterbelts for reducing odours, etc.). Maintain open lines of communication with neighbours, notably concerning spreading periods, and initiatives that foster good neighbourliness (open-house events, involvement in the community's social development, participation in a watershed committee, etc.).</i>	/20
Total/125 points		/125

Comments, if any

CHAPTER 3: STRATEGIC DEVELOPMENT OF THE BUSINESS

- 3.1 Development of the operation 15 points
- 3.2 Strategic management of the business and governance tools 25 points
- 3.3 Directions and objectives 15 points
- Total weighting: 55 points/1000**

3.1	DEVELOPMENT OF THE OPERATION (taking the track record and year of purchase into account) <i>Purchase or sale (land, building, livestock, machinery, etc.), land improvements, integration of young farmers, production change, financial planning for retirement (Régie des rentes du Québec [RRQ], registered retirement savings plan [RRSP], savings), etc.</i>	/15
3.2	STRATEGIC MANAGEMENT OF THE BUSINESS AND GOVERNANCE TOOLS <i>The manager has a clear vision of where the business will be in five or ten years. The manager has set targets for production, yield, investment and labour (place for young farmers, projects underway, R&D projects). The manager has defined the mission of the business (its reason for being and its values) and conveys this information. Where applicable, the employees are aware of this vision for the business and contribute to the mission of the business. There are recognized efforts to acquire tools such as a business plan, strategic plan, human resource policy, code of ethics, succession plan or sustainable development plan.</i>	/25
3.3	DIRECTIONS AND OBJECTIVES <i>The manager takes the time to determine the annual directions and objectives for the operation. The manager conveys this information to the various people responsible within the business and carries out the appropriate follow-up.</i>	/15
Total/55 points		/55

Comments, if any

CHAPTER 4: FINANCIAL RESOURCE MANAGEMENT

4.1	Risk management	75 points
4.2	Financial management	105 points
4.3	Economic and financial performance	90 points
4.4	Marketing of the operation	30 points
Total weighting:		300 points/1000

4.1	RISK MANAGEMENT	All production types	Processing or commercialization or both
4.1.1	Personal <i>Life insurance, salary insurance, disability insurance, loans, partners, etc.</i>	/15	/15
4.1.2	Assets <i>Civil liability insurance, fire, theft and vandalism insurance, etc.</i>	/15	/15
4.1.3	Income <i>Crop insurance, income insurance, diversification of the operation's revenue streams, securing income through futures markets, development of added-value products, the business's competitive positioning (sector not under supply management), forging of business partnerships (e.g. pooling of machinery).</i>	/20	/20
4.1.4	Investment <i>Investment profitability planning and analysis: budget estimates, partial budget, calculation of the payback period and break-even point. Makes productive investments and joint purchase of assets (machinery and equipment) a priority, leasing.</i>	/25	/25
Total/75 points			/75

4.2	FINANCIAL MANAGEMENT	All production types	Processing or commercialization or both
4.2.1	Bookkeeping <i>Quality of bookkeeping and filing of accounting records, up-to-date books, accounting sufficiently detailed for managerial needs, ease of access, users' knowledge of the system, etc.</i>	/15	/15
4.2.2	Integration of accounting tools within the decision-making process <i>Budget and cash flow planning, investment and financing planning, use of a management dashboard (for tracking the main revenue and expenditure items).</i>	/20	/20
4.2.3	Asset-liability structure (in relation to the production sector) <i>Division of capital between land, buildings, machinery, equipment and livestock. Division of liabilities between the short-, medium- and long-term.</i>	/15	/15
4.2.4	Financing management (in relation to the production sector) <i>Debt (liability) per production unit (e.g. debt per hectolitre of milk product, debt per hectare). Use of short-term credit (line of credit, production credit). Interest rate management. Length of loans (years) in relation to the useful life of assets.</i>	/30	/30
4.2.5	Knowledge and control of production costs (in relation to the production sector) <i>Production cost per unit produced. Profit margin per unit produced. Main revenues and expenditures per unit produced.</i>	/25	/25
Total/105 points			/105

4.3	ECONOMIC AND FINANCIAL PERFORMANCE (in relation to the production sector and the business' features)	All production types	Processing or commercialization or both
4.3.1	Capital turnover ratio <i>Short-term assets / short-term liabilities</i>	/15	/15
4.3.2	Equity (%) <i>(assets – liabilities) / assets x 100</i>	/15	/15
4.3.3	Return on assets (%) <i>(net profits + interest) / assets x 100</i>	/15	/15
4.3.4	Debt percentage (%) <i>Debt percentage before interest, payroll and depreciation / income x 100</i>	/25	/25
4.3.5	Remaining balance (%) <i>Remaining balance / income x 100</i>	/20	/20
Total/90 points			/90

4.4	MARKETING OF THE OPERATION	All production types	Processing or commercialization or both
4.4.1	Introduction of a marketing program adapted to the operation's needs and to the market <i>Quality image, appearance of the farm and its products, group and individual promotional and advertising expenses, etc.</i>	/30	/30
Total/30 points			/30

		All production types	Processing or commercialization or both
Total of Chapter 4: Financial resource management Total of points for sections 4.1 (Risk management), 4.2 (Financial management), 4.3 (Economic and financial performance) and 4.4 (Marketing of the operation) for each production type evaluated.			
Total/300 points		/300	/300
Relative weighting (%)			

<p>Total weighting of the points for Chapter 4</p> <ul style="list-style-type: none"> – The business is evaluated on financial resource management for all of its production types. When processing, commercialization or both are assessed according to the above criteria, a relative weighting is assigned to each in order to grant a single grade and evaluate financial resource management as a whole. – The relative weighting (%) for financial resource management for all production types and for processing, commercialization or both is assigned according to the criteria that applies to the particular situation of the operation, such as required capital, sales and work time. – To strike a balance between the value of financial resource management for all production types and that of processing, commercialization or both, the weighting of these two activities does not exceed 40%. 	/300
---	-------------

Comments, if any

CHAPTER 5: HUMAN RESOURCE MANAGEMENT

- 5.1 Management and workplace
- 5.2 Professional development
- Total weighting:**

75 points
 50 points
125 points/1000

5.1	MANAGEMENT AND WORKPLACE	
5.1.1	Time management <i>Planning based on the season, priorities, resources, employee availability, etc.</i>	/20
5.1.2	Task assignment	/15
5.1.3	Efficiency per work unit or per person <i>Performance in relation to production context, safety, and personal limits, income per annual work unit, performance in relation to the sector and means of production, etc.</i>	/20
5.1.4	Pleasant and performance-inducing working conditions and workplace <i>Workload, number of hours, work-family balance, taking into account of workers' physical and mental health, good work environment, compliance with occupational standards and working conditions (including for foreign workers), introduction of employee, family labour and spouse recognition, etc.</i>	/20

5.2	PROFESSIONAL DEVELOPMENT	
5.2.1	Acquisition of knowledge and skills by all employees <i>Academic training, practicums, etc.</i>	/25
5.2.2	Updating of knowledge by all employees and extent of initiatives by the owners and others concerned <i>Professional development, conferences, symposia, first-aid classes, CPR, hosting of trainees, integration of the knowledge acquired by young farmers, training plan, training of new employees, etc.</i>	/25
	Total/125 points	/125

Comments, if any

CHAPTER 6: SOCIAL REACH (involvement of operation owners and others concerned in their local or regional or other community)

- 6.1 Time spent on these activities, given the context 20 points
- 6.2 Extent of responsibilities and achievements for the community and protection of the cultural heritage 30 points
- Total weighting: 50 points/1000**

6.1	Time spent on these activities, given the context <i>Availability of manpower, family environment, age of children, etc.</i>	/20
6.2	Extent of responsibilities and achievements for the community and protection of the cultural heritage <i>Active participation in the professional, farming, municipal or other milieu; supervision of practicums; organization of farm visits; technology transfer; participation in community projects in connection with local or regional issues (watershed management projects, bees, etc.).</i> <i>Assistance to vulnerable individuals (social reintegration, food donations), job creation, loan of a piece of land and of equipment for a community garden, educational activities other than agritourism (e.g. hosting of school groups to promote awareness of agriculture and food), windbreaks along roads to hinder blowing snow and improve road safety.</i> <i>Sharing of rural space with other users (rest stops for cyclists and hiking trails open to the public, rest areas, recreational uses, etc.).</i> <i>Enhancement of landscapes that contribute to the territory's appeal (e.g. attractive greenery visible from busy roads or tourist routes).</i> <i>Restoration and upkeep of the built heritage (barns, root cellars, etc.), raising of heritage breeds (Canadienne cow, Chantecler chicken, Canadien horse), promotion of traditional know-how (artisanal or ancestral methods), participation in tradition-related cultural activities or projects (e.g. Les Fêtes de la Nouvelle-France).</i>	/30
Total/50 points		/50

Comments, if any
