



An Act respecting the
Ordre national du mérite
agricole and

Rules and conditions
governing participation
(effective January 15, 2018)

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Rules and conditions governing participation



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AN ACT RESPECTING THE ORDRE NATIONAL DU MÉRITE AGRICOLE

Chapter O-7.001

This Act was formerly entitled: "Agricultural Merit Act". The title of the Act was replaced by section 1 of chapter 39 of the statutes of 2001.

1. The Minister of Agriculture, Fisheries and Food shall have charge of the carrying out of this Act.

The Minister shall encourage and recognize excellence in agriculture, in particular through the granting of awards or rewards following the holding of agricultural merit competitions.

R. S. 1964, c. 132, s. 1; 1973, c. 22, s. 22; 1979, c. 77, s. 21; 2001, c. 39, s. 2.

2. The Ordre national du mérite agricole is instituted for the purpose of encouraging farm producers by honours and rewards, and to acknowledge services rendered to agriculture.

R. S. 1964, c. 132, s. 2; 1999, c. 42, s. 1; 2001, c. 39, s. 3.

3. The following agricultural merit decorations and honours may be awarded:

(1) the gold medal and the accompanying decoration of Commander of the Ordre national du mérite agricole and diploma ;

(2) the silver medal and the accompanying decoration of Officer of the Ordre national du mérite agricole and diploma ;

(3) the bronze medal and the accompanying decoration of Knight of the Ordre national du mérite agricole and diploma ;

(4) the "merit" diploma ;

(5) the decoration of Special Commander of the Ordre national du mérite agricole and the accompanying diploma.

The Minister may create a division of the Ordre national du mérite agricole for young farm producers or children of farm producers, and award them medals and diplomas conveying no title.

R. S. 1964, c. 132, s. 3; 2001, c. 39, s. 4.

4. One or more competitions of agricultural merit shall be organized each year for the whole Québec or for a part of Québec.

R. S. 1964, c. 132, s. 4.

5. The Minister shall cause the conditions relating to the competitions to be published in due time in the manner the Minister considers most appropriate.

R. S. 1964, c. 132, s. 5; 1999, c. 42, s. 2; 2001, c. 39, s. 5.

6. The judges for the competitions shall be appointed by the Minister of Agriculture, Fisheries and Food. They shall be selected from the commanders and officers of agricultural merit, the teachers of agriculture and the agronomists of Québec; however, in the case of the competition in the division of young farm producers or children of farm producers, the selection of the judges shall be at the discretion of the Minister of Agriculture, Fisheries and Food.

R. S. 1964, c. 132, s. 6; 1973, c. 22, s. 22; 1979, c. 77, s. 21; 1999, c. 42, s. 3; 2001, c. 39, s. 6.

7. The Minister may, on the report of the judges, award the agricultural merit decorations and honours provided for in subparagraphs 1 to 4 of the first paragraph and the second

paragraph of section 3 to persons participating in a competition organized pursuant to section 4.

The Government may award the agricultural merit decoration provided for in subparagraph 5 of the first paragraph of section 3 to any person who, in a public occupation, in scientific or official missions, through his or her undertaking, through research, works or publications, or through the creation of scholarships or endowments, has contributed outstanding services to agriculture.

R. S. 1964, c. 132, s. 7; 2001, c. 39, s. 7.

8. The Minister of Agriculture, Fisheries and Food shall be *ex officio* Commander of the Ordre national du mérite agricole.

R. S. 1964, c. 132, s. 8; 1973, c. 22, s. 22; 1979, c. 77, s. 21; 2001, c. 39, s. 8.

9. (*This section ceased to have effect on 17 April 1987*).

1982, c. 21, s. 1; U. K., 1982, c. 11, Sch. B, Part I, s. 33.

REPEAL SCHEDULE

In accordance with section 9 of the Act respecting the consolidation of the statutes and regulations (chapter R-3), chapter M-10 of the Revised Statutes, in force on 1 April 2002, is repealed effective from the coming into force of chapter O-7.001 of the Revised Statutes.

RULES AND CONDITIONS GOVERNING PARTICIPATION

1 Introduction

The Minister of Agriculture, Fisheries and Food organizes the Ordre national du mérite agricole competitions according to these rules and conditions governing participation.

The purpose of these competitions is to encourage and acknowledge excellence in agriculture, in particular through the awarding of prizes or rewards to natural persons who participate actively, individually or as part of a group, in the activities of the businesses judged during the competition.

There are three categories of winners, each category corresponding to three levels of excellence: bronze, silver or gold.

Provided that a competitor has not won in a given category, the same business may be entered by him or her in the same category in a subsequent edition of the competitions. Winners in a given category may enter the competitions and enter the same business in the category above their winning category in a subsequent edition of the competitions.

There can be more than one winner in the bronze and silver categories, but only one in the gold category.

2 Definitions and interpretation

In these rules and conditions, unless the context indicates otherwise, the following words and expressions mean:

- 1° “**Agricultural operation**”: an agricultural operation registered in accordance with the *Regulation respecting the registration of agricultural operations and the payment of property taxes and compensations* (CQLR, c. M-14, r. 1), except for cooperatives and publicly traded agricultural operations;
- 2° “**MAPAQ**”: the Ministère de l’Agriculture, des Pêcheries et de l’Alimentation du Québec;
- 3° “**Minister**”: the Minister of Agriculture, Fisheries and Food of Québec;
- 4° “**Administrative region**”: a region that is part of the regions defined in Order in Council 2000-87 dated 22 December 1987 (1988 GO 2, 120) and subsequent amendments. For information purposes, Schedule A of these rules and conditions contains a map of these territories and Schedule B illustrates the land base of each territory in relation to the other territorial bodies it contains.

3 Competition periodicity and territories of the editions of the competitions

For the purposes of the competitions, Québec is divided into five territories consisting of the following administrative regions:

- 1° The **first** territory consists of the administrative region of Montérégie (16), subdivided into two sectors, Est and Ouest.
- 2° The **second** territory consists of the administrative regions of Mauricie (4), Estrie (5) and Centre-du-Québec (17).
- 3° The **third** territory consists of the administrative regions of Capitale-Nationale (3) and Chaudière-Appalaches (12).
- 4° The **fourth** territory consists of the administrative regions of Montréal (6), Laval (13), Lanaudière (14), Outaouais (7) and Laurentides (15).
- 5° The **fifth** territory consists of the administrative regions of Bas-Saint-Laurent (1), Saguenay–Lac-Saint-Jean (2), Abitibi-Témiscamingue (8), Côte-Nord (9), Nord-du-Québec (10) and Gaspésie–Îles-de-la-Madeleine (11).

Every year, the competitions are held in one of these territories. Every five years, in the order indicated above, one of the regions hosts the Ordre national du mérite agricole competitions. In 2015, the competitions are held in the Montérégie competition region.

4 General conditions concerning what constitutes a participating agricultural operation

- 4.1 Agri-businesses are entered in one of the three following categories: bronze, silver or gold.

4.2 Agri-businesses are entered in the competitions according to these rules by the natural persons forming a group called a “competing group.”

Only one agri-business may be entered by a competing group.

Agri-businesses are entered on the territory where their main place of business is located.

4.3 All agricultural operations with a competing group member who owns 20% of the property rights in the agri-business must be included in the agricultural operation entered.

Agricultural operations are entered with only one participating agri-business.

4.4 Among the agricultural operations registered, the judges choose:

1° those with operational links, notably in that they participate in the agri-business’s activities;

2° those whose majority of activities were carried out on the territory of that edition of the competitions during the reference period of the category in which they are entered.

The operations thus selected form the participating business of the competing group concerned and these, and only these, operations are evaluated by the judges.

4.5 The reference period for the bronze category is five years as at May 1 of the competition year, 10 years for the silver category and 15 years for the gold category.

5 General conditions concerning what constitutes a competing group

5.1 Competing groups must consist of the members who together, individually or through a legal person, hold at least 50% of the property rights in an agricultural operation of the participating business. This operation is designated the principal agricultural operation.

The individual who holds 50% of the property rights in the only agricultural operation of a participating business is considered as a competing group.

5.2 The following can be members of a competing group:

1° any natural person who, throughout the reference period for the category in which the agricultural operation is entered, holds property rights in the principal agricultural operation, hereinafter called “owner”;

2° the spouse of an owner;

3° a salaried employee of the principal agricultural operation of the participating business;

4° the child, nephew or niece of the owner or of the owner’s spouse.

The child, nephew or niece of an owner or of the owner’s spouse must, on May 1 of the competition year, also hold property rights in the principal agricultural operation, whose salaried employees must hold at least 20% of such property rights on the same date.

5.3 Apart from the owner or the owner’s spouse, any other member of a competing group must have shown ongoing involvement in the participating business for the entire reference period for the category in which it is entered. “Ongoing involvement” means participation in determining the goals for the business and in the decisions that concern it.

The child, nephew or niece of an owner or of the owner’s spouse enrolled full-time in a program of studies related to the activities of an agri-business, notably in agriculture, human resource management, business administration or marketing, is, during his or her studies, deemed to have an ongoing involvement in the participating business.

5.4 The length of the ongoing involvement of the child, nephew or niece of an owner or of the owner’s spouse is established starting from the end of the period of mandatory school attendance prescribed by law.

Pursuant to the preceding paragraph, this person must be at least 21 years old on May 1 of the competition year in the bronze category, 26 in the silver category and 31 in the gold category.

6 Conditions specific to each competition category

6.1 Only persons who have never won in the Ordre national du mérite agricole competitions can enter in the bronze category.

6.2 To form a competing group for a subsequent edition of the competitions in a higher category, all the members of a competing group must, in addition to fulfilling the conditions of

articles 5.1 to 5.4, have won in the category below the category for which they are entered.

Notwithstanding article 6.1, a person who has not already won in the Ordre national du mérite agricole competitions may be part of a competing group if all of the following conditions are met:

- 1° At least one member of the competing group has already won in the category below.
- 2° The participating business has not undergone any change since the preceding edition of the competitions.

6.3 In the silver or gold categories, the same business as that presented in the category below must be entered.

Notwithstanding any kind of re-organization, notably by merger, division or any form of association, whether or not a non-profit legal person, a participating business thus re-organized is considered the same business as the one that won in the category below if the members of the competing group that presented it also maintained working control.

7 Registration procedure

7.1 A registration file must be submitted to the MAPAQ service centre located on the territory where the competitions will be held no later than 4:30 p.m. on May 1 of the competition year, or, where applicable, the next business day.

7.2 The registration file consists of the following forms, to which the required supporting documents are appended:

1° an **official registration form** which includes:

- a) in cases in which several people form a competing group, the designation of an mandatary duly authorized to represent the participating business. According to the terms set forth in the authorization form, this person must be authorized to sign the attestation referred to in subparagraph *d* and, for the purposes of the competitions, to disclose personal information within the meaning of the *Act respecting access to documents held by public bodies and the Protection of personal information* (CQLR, c. A-2.1);
- b) the description of each agricultural operation which is part of the agri-business presented;
- c) the name under which the agri-business is presented;
- d) attestation of the entered business's compliance with the acts and regulations in force;

2° a **descriptive** appendix for every agricultural operation that is part of the business presented.

7.3 All the members of a competing group and, where applicable, the group's mandatary, must sign the registration form. Without these signatures, the business is withdrawn from the competitions.

Any misrepresentation disqualifies the business and the competing group for the competitions.

7.4 The registration file is sent to the MAPAQ office on the territory where the competitions are held. The file is validated by a MAPAQ employee who signs to attest that the competition rules and conditions appear to be met.

8 Evaluation of the businesses presented

8.1 The businesses presented are evaluated by judges appointed in accordance with the Act. The judges are tasked to visit all the agricultural operations deemed to have operational links with the participating business.

8.2 The judges use only the criteria indicated in the appended evaluation grid (Schedule C). They award points according to the scale established in this evaluation grid.

8.3 The judges may disqualify a participating agricultural operation.

9 Awards and honours

The following awards and honours are issued to winners who have not already received them.

9.1 Gold medal

Only the competing group whose business earned the best score above 900 points is awarded the gold medal. This group is given the exceptionally distinguished merit diploma and the flag of the Ordre national du mérite agricole. Each member of the winning group receives a gold medal and a rosette of the Ordre national du mérite agricole and is given the title of Commander of the Ordre national du mérite agricole.

9.2 Silver medal

In the silver category, all the participating businesses that earn at least 800 points receive the distinguished merit diploma, entitling each member of the competing group to receive a silver medal and the title of Officer of the Ordre national du mérite agricole.

All participating businesses that earn between 750 and 800 points receive a recognition of participation mention.

9.3 Bronze medal

In the bronze category, all participating businesses that earn at least 750 points receive the great merit diploma, entitling each member of the competing group to receive a bronze medal and the title of Knight of the Ordre national du mérite agricole.

All participating businesses that earn between 650 and 750 points receive a recognition of participation mention.

9.4 Cash awards

The Minister also awards the following:

- 1° a sum of \$3,000 to the principal agricultural operation of the business for which the members of a competing group won the gold medal;
- 2° a sum of \$2,000 to the principal agricultural operation of the competing group whose business obtained the most points in the silver category;
- 3° a sum of \$1,000 to the principal agricultural operation of the competing group whose business obtained the most points in the bronze category.

These amounts may be issued to the group's mandatary.

9.5 Special prize

1° *Agri-tourism Prize*

On the recommendation of the judges, the Agri-tourism Prize may be awarded to competing groups who stand out due to the agri-tourism activities they have carried out for at least two years and whose business is among the participating businesses that have earned at least 750 points, devotes at least 20% of its activities to agri-tourism, and has obtained at least 90 out of 100 points for the criteria concerning these activities.

Where applicable, the Prize may be awarded in each of the regions on the competition territory. In such cases, a provincial winner is named from among the regional winners and receives a certificate issued by the Minister.

10 Other rewards

If they are announced in good time before January 15, other rewards offered by MAPAQ's partners may be awarded further to the evaluations by the judges during the competitions, according to the conditions and criteria also announced before this date.

The evaluation grids and the conditions of participation are posted on MAPAQ's website no later than January 15. For information about the specific conditions of participation that may apply, please contact the personnel at a MAPAQ service centre.

11 Diplomas, attestations and certificates

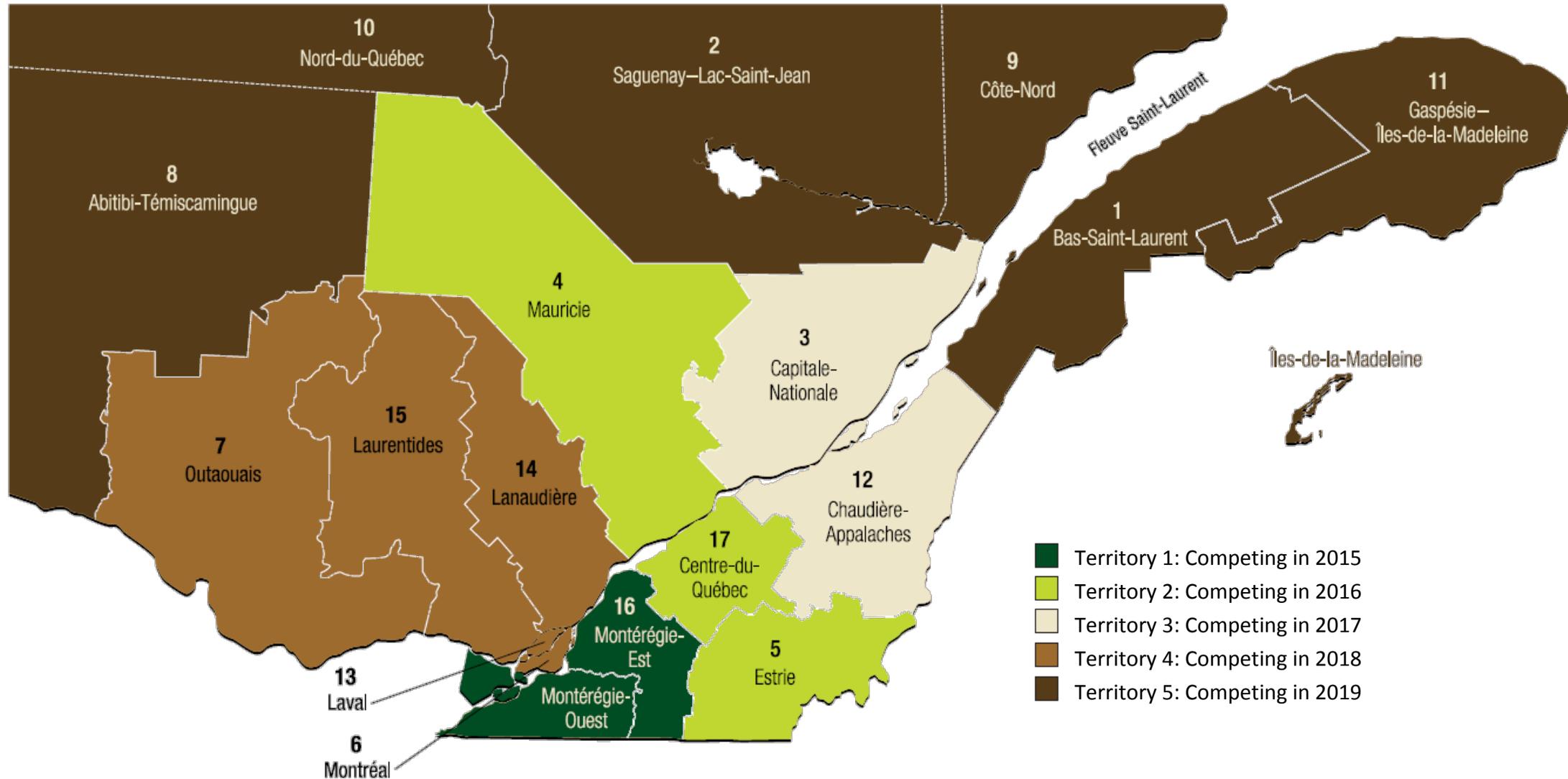
The diplomas, attestations and certificates awarded to the winners are in the form determined by the Minister and are signed by the Minister.



Ordre national
du mérite agricole

SCHEDULE A

MAP OF THE TERRITORIES OF THE ORDRE NATIONAL DU MÉRITE AGRICOLE COMPETITIONS



SCHEDULE B

DELIMITATION OF THE TERRITORIES OF THE ORDRE NATIONAL DU MÉRITE AGRICOLE COMPETITIONS

First territory

Administrative region of Montérégie, subdivided into sectors: Est and Ouest

Regional county municipalities:

- Acton
- Beauharnois-Salaberry
- Brome-Missisquoi
- La Haute-Yamaska
- La Vallée-du-Richelieu
- Le Haut-Richelieu
- Le Haut-Saint-Laurent
- Les Jardins-de-Napierville
- Les Maskoutains
- Marguerite-D'Youville
- Pierre-De Saurel
- Roussillon
- Rouville
- Vaudreuil-Soulanges

Equivalent territory:

- Longueuil

Second territory

Administrative regions of Mauricie, Estrie and Centre-du-Québec

Regional county municipalities:

- Arthabaska
- Bécancour
- Coaticook
- Drummond
- L'Érable
- Le Granit
- Le Haut-Saint-François
- Le Val-Saint-François
- Les Chénoux
- Les Sources
- Maskinongé
- Mékinac
- Memphrémagog
- Nicolet-Yamaska

Equivalent territories:

- La Tuque
- Shawinigan
- Sherbrooke
- Trois-Rivières

Third territory

Administrative regions of Capitale-Nationale and Chaudière-Appalaches

Regional county municipalities:

- Beauce-Sartigan
- Bellechasse
- Charlevoix
- Charlevoix-Est
- L'Île-d'Orléans
- L'Islet
- La Côte-de-Beaupré
- La Jacques-Cartier
- La Nouvelle-Beauce
- Les Appalaches
- Les Etchemins
- Lotbinière
- Montmagny
- Portneuf
- Robert-Cliche

Equivalent territories:

- Lévis
- Québec

Fourth territory

Administrative regions of Montréal, Laval, Lanaudière, Outaouais and Laurentides

Regional county municipalities:

- Antoine-Labelle
- Argenteuil
- D'Autray
- Deux-Montagnes
- Joliette
- L'Assomption
- La Rivière-du-Nord
- La Vallée-de-la-Gatineau
- Les Collines-de-l'Outaouais
- Les Laurentides
- Les Moulins
- Les Pays-d'en-Haut
- Matawinie
- Montcalm
- Papineau
- Pontiac
- Thérèse-De Blainville

Equivalent territories:

- Gatineau
- Laval
- Mirabel
- Montréal

Fifth territory

Administrative regions of Bas-Saint-Laurent, Saguenay–Lac-Saint-Jean, Abitibi-Témiscamingue, Côte-Nord, Nord-du-Québec and Gaspésie–Îles-de-la-Madeleine

Regional county municipalities:

- Abitibi
- Abitibi-Ouest
- Avignon
- Bonaventure
- Caniapiscau
- Kamouraska
- La Côte-de-Gaspé
- La Haute-Côte-Nord
- La Haute-Gaspésie
- La Matanie
- La Matapédia
- La Mitis
- La Vallée-de-l'Or
- Lac-Saint-Jean-Est
- Le Domaine-du-Roy
- Le Fjord-du-Saguenay
- Le Rocher-Percé
- Les Basques
- Manicouagan
- Maria-Chapdelaine
- Minganie
- Rimouski-Neigette
- Rivière-du-Loup
- Sept-Rivières
- Témiscamingue
- Témiscouata

Equivalent territories:

- Jamésie
- Kativik
- Le Golfe-du-Saint-Laurent
- Les Îles-de-la-Madeleine
- Rouyn-Noranda
- Saguenay

SCHEDULE C

EVALUATION GRID

OF THE ORDRE NATIONAL DU MÉRITE AGRICOLE COMPETITIONS

MAIN DIVISIONS

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

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.**

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</i>	/25	/25	/25	/25

	<i>calendar, production records, genetic evaluation program, etc. These tools must be updated regularly, sufficiently detailed based on observed needs, available and understood by all operation workers.</i>				
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 (%)				

Total weighting of points for Chapter 1:	
<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

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>	R
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>	/25

	<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>	
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).</i> <i>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

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).</i> <i>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.</i> <i>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

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
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 (%)				

Total weighting of the points for Chapter 4		
<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

CHAPTER 5: HUMAN RESOURCE MANAGEMENT

5.1 Management and workplace	75 points
5.2 Professional development	50 points
Total weighting:	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

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	<p>Time spent on these activities, given the context <i>Availability of manpower, family environment, age of children, etc.</i></p>	/20
6.2	<p>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></p>	/30
Total/50 points		/50

