

REMUNERATION SURVEY

DAIRY FARMS

It has been four years since our last formal survey of remuneration levels in the dairy sector and we have had many requests from employers and employees for more up-to-date information. So, we have decided to develop a new survey, this time one that uses technology to make it much easier for you to complete the survey. This technology will also allow better collation of the results to give even greater insights into remuneration, qualifications and training for those working on dairy farms.

You have our assurance that all information that you provide will be confidential and we will not be published in any form that might identify either an individual or a specific farm.

To encourage you to complete the survey, on completion of the process we will send everyone who provides data a copy of the Remuneration Report. This report will otherwise be available at \$250 + GST – so it is worth completing.

Please ensure you include an email address so we send the Remuneration Report to the correct person. The more information we receive, the more relevant the result so if you have multiple farms please let us know and we will send you a separate survey questionnaire for each farm.

The survey is in two parts

1. A general questionnaire that can be completed on-line which automatically comes back to us, and
2. A worksheet to be completed that provides information on the remuneration and benefits paid to each employee, including relief staff, involved with your business. This worksheet is attached to the general questionnaire and can be downloaded, completed and then emailed back to us as an attachment to the general questionnaire. More details on how to do this are provided below.

We are grateful to all the agri-professional businesses supporting this initiative, particularly Jeremy Savage of Macfarlane Rural Business in Ashburton, James Allan of Agfirst and Brian Clarke of Agriculture New Zealand for canvassing their clients for this survey and we thank you in advance for completing the survey and returning it to us by 28 February, 2017.

With thanks



Chris Lewis
BakerAg

NOTES FOR COMPLETING THE SURVEY AND WORKSHEET

All information provided will be treated in strict confidence.

If you have any questions completing the survey, please email us at team@bakerag.co.nz or call 06 370 6880.

General survey questions

These questions can be filled in online. The questions are simple “yes” or “no”, or questions that can be answered by ticking a box.

Remuneration and benefits worksheet

This worksheet is attached to the general questionnaire and must be downloaded by you to enter the information needed.

For each employee, each cell in the worksheet has a dropdown box that allows you to select the information relating to that employee. You do not need to enter information, you just need to go to each cell, click on the arrow that appears for that cell, make your selection and click on that selection

It is very important that the employee’s designations are entered correctly and we have provided descriptions of the main designations used- see below.

Note: all figures are to be included gross of any tax.

Once you have completed the worksheet, please save it onto your computer and then upload it to the general survey. If you have any problems doing this, or would like to be talked through this or any other aspect of the questionnaire please email us at team@bakerag.co.nz or call us between 0830-1700hrs weekdays at 06 370 6880 and one of the BakerAg team will be happy to help you.

Alternatively, you can save and email the worksheet directly to team@bakerag.co.nz

DESIGNATIONS FOR THE REMUNERATION AND BENEFITS WORKSHEET

Farm Supervisor and Production Manager	<ul style="list-style-type: none"> ◆ Full financial control with delegation for budgeting and tactical decision making. ◆ Full recruitment and disciplinary responsibility employ and/or manage staff. ◆ Substantive reporting responsibilities on actual versus budget results and commentary on variance. ◆ Responsible for monitoring programme. ◆ Significant involvement in farm policy and implementation. ◆ Delegates to farm manager responsibility for timing and carrying out of key operations. ◆ Not normally involved in physical duties.
Farm Manager	<ul style="list-style-type: none"> ◆ Is a rostered member of the farm team performing a degree of physical duties. ◆ Restricted financial control (day-to-day buying and selling but not major budgeting or planning decision making). ◆ Usually involved in recruitment and discipline of staff. ◆ Implements farm monitoring & physical reporting programme. ◆ Has some input on strategic planning, farm policy and implementation. ◆ Significant input on tactical and seasonal management decisions. ◆ Responsible for timing and carrying out key operations. ◆ Delegates to team.
Herd Manager and / or Shed Manager	<ul style="list-style-type: none"> ◆ Responsible for daily stock movement and management. ◆ Animal health programme. ◆ Mating Management. ◆ Responsible for shed hygiene and milk quality. ◆ Feed budgeting and monitoring. ◆ Limited staff control. ◆ Capable of running the farm for more than a week but less than a month.
Senior Farm Staff	<ul style="list-style-type: none"> ◆ Milks the cows with designated operational responsibilities. ◆ Capable of running the farm for a week.
Farm Assistant	<ul style="list-style-type: none"> ◆ Milks the cows and involved in daily farm operations with limited responsibility. ◆ Requires supervision.
Part-time Worker	<ul style="list-style-type: none"> ◆ Involved in a range of farm duties. ◆ Paid on an hourly rate. Hired on a reasonably regular basis.
Relief Milker	<ul style="list-style-type: none"> ◆ Purely involved in milking related duties, might include getting cows from and to paddock. ◆ Paid on a contract basis e.g. per milking or per hour contract rate inclusive of GST if applicable.
Milk Harvester	<ul style="list-style-type: none"> ◆ Full time salaried role where more than 75% of the time is spent in a milking role.