

Work Instruction 01	APIARY OPERATION	Version: 1.0 Page: 1 of 1	Approved: Date:
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Purpose: To ensure the best possible management practices for effective apiary operation.

Introduction: Beehives are maintained at various locations. Workers visit sites as required and check for production and disease status. Harvesting and any treatment are completed and monitored at each site and hives are relocated to different sites as required. Activities are recorded.

Water supplies for apiary sites are checked. Adequate floats are available if required for the prevention of drowning.

Artificial feed is used to maintain hives when required. Details of products and use are recorded. Observations determine effectiveness and management strategies.

Action

Owner / Manager

- Responsibility for staff employment and all training needs.
- Discuss quality assurance requirements with all workers and ensure that they sign the quality policy statement.
- Monitors all procedures / records and ensures Corrective Action (Record 10) is used when necessary.
- Reviews procedures on an on-going basis.
- Orders materials as required.
- Maintains the Apiary Site Record (Record 01).

All Workers

- Become familiar with the quality assurance program.
- Undertake training as required.
- Perform tasks only after appropriate training.
- Observe hives for disease symptoms as part of daily work routine and notify the manager if problems occur.
- Maintain truck, bobcat and pallets in a clean condition (vital to minimise seed spread).
- Remove external foreign objects from hives and repair or replace broken hives.
- Replace and recondition or discard broken boxes/frames and hive components.
- Move hives to new sites as required (Record 01).
- Harvest honey when ripe. Ensure that at least two thirds of the total comb is sealed. Moisture content must be low enough to avoid fermentation.
- Use bee brushes for brushing combs (wash brushes regularly in clean water to prevent contamination).
- Clear bees from supers with a clearer board and blower. Use smoke sparingly. No use of bee repellents. Phenol is prohibited.
- Direct exhaust from motors away from air intake of bee blowers.
- Maintain hive components in a clean condition.
- Prevent frames from coming into contact with the ground by using inverted hive lids or clean metal / plastic. Cover supers top and bottom to prevent robbing and avoid contamination of honey from dust, rain and insects.
- Remove physical contamination from frames of combs by brushing and scraping.
- Use clean water for washing hands.
- Wash hands with water and soap after ablutions and before handling hives or hive products.
- Replace combs used for honey storage at regular intervals. It is important to replace brood nest combs.
- If necessary use Queen excluders to separate brood from honey storage combs.
- Record activities and complete action lists as required.
- Air supers that have been chemically treated for wax moth control before placing them back onto hives.
- Observe hive strength, food resources and queen age. Take corrective action when required (Record 10).