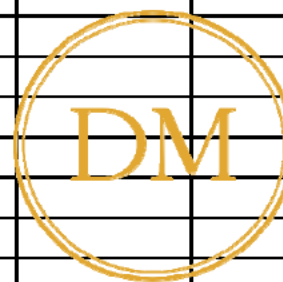


Farm Business Roles and Responsibilities - Grain

| Department     | Roles                                  | Who | External          |
|----------------|--|-----|-------------------|
| CEO            | Set meetings                           |     |                   |
|                | Hold teams accountable                 |     |                   |
|                | Create systems                         |     |                   |
|                | Strategic planning                     |     |                   |
|                | Business planning                      |     |                   |
|                | Motivate team towards vision           |     |                   |
|                |  |     |                   |
| Sales          | Buying and selling grain               |     | Grain sales agent |
|                | Buying and selling sheep               |     |                   |
|                | Buying and selling plant and machinery |     |                   |
|                | Sales admin                            |     |                   |
|                |  |     |                   |
| Finance        | Books up to date                       |     | Book keeper       |
|                | ATO obligations                        |     |                   |
|                | Monthly report                         |     |                   |
|                | Budgeting                              |     |                   |
|                | Cashflow management                    |     |                   |
|                | Managing creditors and debtors         |     |                   |
|                | Managing suppliers                     |     |                   |
|                | Asset management                       |     |                   |
|                |  |     |                   |
| Administration | Cleaning office                        |     | Cleaner           |
|                | Cleaning sheds and vehicles            |     |                   |
|                | Cleaning staff accommodation           |     |                   |
|                | Phone calls                            |     |                   |
|                | Emails                                 |     |                   |
|                | Letters                                |     |                   |
|                | Paying bills                           |     |                   |
|                | Filing                                 |     |                   |
|                |  |     |                   |
| Relationships  | Insurance                              |     |                   |
|                | Roads authority                        |     |                   |
|                | Accountant                             |     |                   |
|                | Business consultant                    |     |                   |
|                | Bank                                   |     |                   |
|                | Machinery dealers                      |     |                   |
|                | Rural suppliers                        |     |                   |
|                | Livestock agent                        |     |                   |
|                | Tenants and landlords                  |     |                   |
|                | ATO / Gov                              |     |                   |
|                |  |     |                   |



Farm Business Roles and Responsibilities - Grain

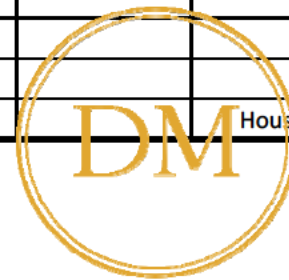
| Department                                   | Roles                                   | Who           | External   |
|--|---|---------------|------------|
| IT   | Phone plans                             |               |            |
|  | Manage email accounts                   |               |            |
|  | Computer updates                        |               |            |
|  | Technology updates                      |               |            |
|  | Maintenance of all IT                   |               |            |
| Human Resources                              | Recruiting                              |               |            |
|  | Team reward and recognition             |               |            |
|  | Team culture and motivation             |               |            |
|  | Team training                           |               |            |
|  | Induction systems                       |               |            |
|  | Payroll and admin                       |               |            |
| Operations Management                        | Day to day running                      |               |            |
|  | Management of all tasks                 |               |            |
|  | Ensure tasks completed on time          |               |            |
|  | Creating systems to improve efficiency  |               |            |
|  | Creating checklists for teams to follow |               |            |
| Operations                                   | Planning                                |               |            |
|  | Spraying                                |               |            |
|  | Cultivation                             |               |            |
|  | Sowing                                  |               |            |
|  | Crop inspections                        |               |            |
|  | Spreading                               |               |            |
|  | Windrowing                              |               |            |
|  | Harvesting                              |               | Contractor |
|  | Grain cartage, storage and handling     | T             | Contractor |
|  | Machinery R&M                           |               |            |
|  | General Farm R&M                        |               |            |
|  | Fence maintenance                       |               |            |
|  | Purchasing supplies                     |               |            |
|  | Sheep                                   |               |            |
|  | Hay management                          |               |            |
| Paddock and operational records              |   |               |            |
| Cook for cropping and harvest                |   | Cook          |            |
| House keeper/cleaner for staff accommodation |   | House cleaner |            |

Who are the critical people?

Are we overly reliant?

Is there a contingency?

Where are we vulnerable?



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