AgriStability
Agri-Québec Plus

Guide for reporting
productive units for 2014

This guide contains all the information you need to report productive units for the 2014 participation year

GUIDE FOR REPORTING PRODUCTIVE UNITS FOR 2014

If your operation participated in the AgriStability program in 2013

Provide financial information only for the 2014 participation year.

If your operation did not participate in the AgriStability program in 2013

Forward any financial information to your accredited financial information preparer for the years from 2009 to 2014 that have not already been provided.

The number of productive units:

- Is the measure of your operation's production capacity;

- Enables us to adjust your operation's reference year production margins in relation to its production capacity during the participation year;

- Allows us to factor the growth or decline of your operation and calculate program benefits.

The use of this guide will help you to correctly report your productive units in the appropriate **table** in the document *Additional Information*. Please complete the table **yourself** and then forward it to your accredited financial information preparer, along with the financial information that is needed to process your file for the 2014 participation year. Note that, in this text, when we refer to financial information, it includes productive units.

To make the data collection process easier, we have already entered into the Table of Productive Units, the units related to your coverage under crop insurance (ASREC) or Farm Income Stabilization Insurance (FISI) program for the 2014 participation year and for the 2009-2013 reference years. You must now enter the productive units that were not covered by those programs into the table for any years for which the information is needed.

If you have already participated in AgriStability, we have entered, for reference purposes, the productive units reported for the last participation year for which you transmitted financial information. That information could be helpful to you for completing the Table of Productive Units for the 2014 participation year.

Extraction of productive units from ASRA and ASREC

If you are a **former participant**, the productive units for the 2014 participation year were entered into the table based on a twelve-month fiscal period following the end of your fiscal period ending in 2013. If you are a **new participant**, they were entered based on your fiscal period ending in 2014 and any twelve-month periods prior to the start of that fiscal period back to 2009, where possible.

The productive units entered could be different from those listed on your crop insurance certificates or your stabilization insurance payment sheets, since they were established on the basis of the **twelve-month period** following the end (or prior to the start) of a known fiscal period, and not on the basis of an insurance year.

The productive units extracted for the production of feeder hogs, feeder cattle and slaughter cattle, milk-fed calves and grain-fed calves may be incomplete. At the time the data are extracted, we do not necessarily have all the slaughter data and live animal transaction data on hand. However, those productive units will be extracted again when processing financial information.

You must enter the opening and closing dates of every fiscal period for which you need to report financial information. When processing your information, if any of the fiscal periods entered in the table does not match your situation, we will adjust the number of productive units for each production to coincide with the actual period covered.

If, however, the opening and closing dates of your fiscal periods are accurate but the number of productive units for one or more of your productions is substantially different from the actual number at your operation, please contact La Financière agricole so it can make any adjustments that are needed.

Productive units not extracted from ASRA or ASREC

For any of your operation's productive units that do not appear in the table, you must, for the corresponding fiscal period:

- Enter the number for those whose code is already identified;
- Add, onto a new line, the productive unit code, the name of the production, the unit of measure and the number of productive units for any other productions.

Please see the List of Productive Units at the end of this brochure.

Don't forget:

- To report your productive units based on each of the periods covered by your fiscal periods;
- To report the number of productive units of non-marketed productions, in particular grain consumed on the farm (in hectares);
- To provide information for productive units for any participation year for which you have not already provided your financial information.

If there is not enough space in the table, add a sheet and enter the same type of information.

The following pages explain how to report your operation's productive units. The colour associated with the instructions corresponds to that assigned to each unit on the List of Productive Units presented in page 9.

Important note for new participants

When reading the following pages, please keep in mind these points:

The text applies to operations reporting productive units for the 2014 year only. As a new AgriStability participant, you must also report productive units for each of your operation's fiscal periods ending in 2009 up until 2013 for which you carried out farming activities.

If long-cycle productive units must be reported for several years, we suggest you start by determining those from the fiscal period ending in 2014. Then, it is often possible to stagger the number of productive units by a year to obtain those of the **previous** year.

ANNUAL CROP PRODUCTIONS, NOT INCLUDING GREENHOUSE PRODUCTION (GREEN)

For each annual crop production associated with the colour **green**, report the number of productive units used to produce the crop harvested during the fiscal period ending in 2014.

Productive units: Hectares seeded or planted.

Attention: If several seedings resulted in several harvests of the same production, add up all the productive units.

Example: For 2 ha of lettuce seeded and harvested twice during the same fiscal period, report 4 ha as productive units.

Attention: If your fiscal period for the 2014 year ended between the time a product was seeded and the time it was harvested, enter the number of hectares seeded to produce the crop normally harvested during the 2014 fiscal period.

Example: If the fiscal period of a barley and grain corn producer ran from September 1, 2013 to August 31, 2014, the fiscal period ended between the time the corn was seeded and the time it was harvested in 2014. The productive units for the 2014 fiscal period will therefore include areas seeded with corn in 2013 and areas seeded with barley in 2014.

PERENNIAL CROP PRODUCTIONS, NOT INCLUDING GREENHOUSE PRODUCTION (RED)

For each perennial crop production associated with the colour **red,** report the number of productive units in each category during the fiscal period ending in 2014.

Productive units: Hectares, trees or taps.

Forage (hay, cereal forage, sorghum and millet maize except)

Report all areas of forage crops that were harvested at least once during any period covered by your fiscal period ending in 2014, even if the harvested forage was consumed by animals at your operation or sold on the biomass market. Do not include area harvested fodder after the harvest of a cover crop in the form of grain during the same crop year.

Maple Production

Report the number of taps that yielded maple sap at your operation during the fiscal period ending in 2014. **Do not include** the number of taps that produced maple sap that you purchased.

Sod

The productive units for sod correspond to the hectares of sod harvested during the fiscal period ending in 2014.

Long-Cycle Productions

Productivity Stage

Productive units for certain long-cycle or slow-growth productions, like berries, must be reported by using several codes, broken down according to their productivity stage. For certain productions, it is often possible to stagger the 2013 year's productive unit numbers to obtain the next category or productivity stage for the 2014 year.

Be careful: make certain to properly break down the productive units for plants whose productivity stage covers several years of life (ex.: standard apple trees from 21 to 30 years old), to account for any areas or trees that were added to the operation or removed from it.

Implantation

When you plant new apple trees or new areas of a production that will not produce within the same fiscal period, report those productive units under the category **implantation**, up until there is a first harvest.

Apple Trees

If you were insured under crop insurance for your apples or your apple trees for the period corresponding to your fiscal period ending in 2014, the information already entered into the table for the production represents the "tree" units covered and the number of tree plantings. "Tree" units are calculated on the basis of each of the categories of late-variety apple trees harvested at your operation.

If you were not insured under crop insurance, report the number of late-variety apple trees belonging to each of the apple tree categories on the List of Productive Units, including your operation's late-variety apple tree plantings for the fiscal period ending in 2014.

FEEDING-TYPE PRODUCTIONS (YELLOW)

For each animal production associated with the colour **yellow**, report, for each category, the number of productive units for the fiscal period ending in 2014.

Productive units: Animal heads sold (or kg of weight gain of cattle sold) and number of animal mortalities.

Attention: Report only animals actually sold and not changes in inventory since they will be taken into account based on the inventories reported in your 2014 financial information declaration.

Hog Production

Among piglets purchased for partial feeding at the nursery, those who have been sold to another operation that will complete the feeding under code 21340 (Pre-fed Piglets) and those who died in the nursery under code 22340.

CONTINUOUS PRODUCTIONS (BLUE)

For each of the productions associated with the colour **blue**, report the number of productive units produced by your operation during the fiscal period ending in 2014.

Productive units: Square metres of greenhouse space, kilograms of butter fat per day, females, hives, etc.

Attention: If the number of productive units changed during your fiscal period ending in 2014, report the average number.

Example: If your operation had 60 goats at the start of the fiscal period and 80 at the end, report 70 goats, or (60 + 80)/2, even if your fiscal period covered fewer than twelve months. However, if the change is substantial, you may calculate a weighted average to better reflect the actual situation (see the following examples involving greenhouse production).

Quotas, Greenhouse or Mushroom Areas

Calculate a weighted average to take into account different quota purchase and sales dates and any expansion or reduction in the **areas under production** (greenhouse space or mushrooms) during the fiscal period ending in 2014.

Example 1: An operation produced greenhouse tomatoes for twelve months during its fiscal period ending on December 31, 2014. It used 5,000 m² of production space for the first five months of the year and 8,000 m² for the last seven months.

The calculation would be as follows:

5 000 m² x 5 months =   25 000
8 000 m² x 7 months =   +   56 000
                                       81 000 ÷ 12 months = 6 750 m² of greenhouse space

In the above example, 6,750 m^2 of greenhouse space represents the average area the operation must report as productive units for greenhouse tomatoes during its fiscal period ending in 2014. The devisor is always the number of months in the fiscal period, even if the production period covers fewer than twelve months.

Example 2: An operation had two different productions on 12,000 m² of greenhouse space during its twelve-month fiscal period ending on December 31, 2014. It produced ornamental horticulture for four months on the entire 12,000 m². It also produced tomatoes for four months on the entire 12,000 m² and tomatoes for two months on an area of 6,000 m².

The calculations would be as follows

Sheltered ornamental horticulture:

12 000 m² x 4 months =   48 000
     0 m² x 8 months =   + _____0
                                   48 000   ÷ 12 months = 4 000 m² of greenhouse space

Greenhouse tomatoes:

12 000 m² x 4 months =   48 000
 6 000 m² x 2 months =   12 000
     0 m² x 6 months =   + _____0
                                   60 000   ÷ 12 months = 5 000 m² of greenhouse space

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In the above example, the operation must report 4,000 m² of greenhouse space for sheltered ornamental horticulture and 5,000 m² for greenhouse tomatoes during its fiscal period ending in 2014. The devisor is always the number of months in the fiscal period, even if the production period covers fewer than twelve months.

Dairy Production

The right to produce, indicated in kilograms of butter fat per day on monthly milk payment statements, combines all the milk quota categories needed to determine the number of productive units for dairy production (cow's milk and cream). You must therefore:

- **Add** the rights to produce from every month of the fiscal period ending in 2014;

- **Divide** the result by the number of months in the fiscal period, even if the period covers fewer than twelve months.

The right to produce (quota for payment) includes:

- The quota held by the operation;
- The quota leased;
- The deferral of production losses;
- The loan quota for the program over;
- The production margins;
- Integration.

Chicken Production - Broilers and Roasters

For each of the eight-week periods for which at least a part of the period was included in the fiscal period ending in 2014, you must:

- **Add** the quotas held and the quotas rented;

- **Multiply** the result by the percentage of use in the period and by the number of weeks in the period that are included in your fiscal period ending in 2014;

- Then **add** the results from each of the periods and **divide** the total by the number of weeks in your fiscal period ending in 2014, even if you started or stopped your chicken production during that fiscal period or if the period covers fewer than twelve months.

Your calculation will be based on the data from each of the periods best corresponding to your fiscal period ending in 2014.

Example of a broiler and roaster operation: Fiscal period from January 1, 2014 to December 31, 2014.

Period	Quota held (m^2)	Quota rented (m^2)	Total (m^2)	Use (%)	Weeks	Calculation (m^2)
A 121	1 000	0	1 000	104,32	4	4 172,80
A 122	1 000	100	1 100	113,90	8	10 023,20
A 123	1 000	100	1 100	114,94	8	10 114,72
A 124	1 100	0	1 100	113,18	8	9 959,84
A 125	1 100	50	1 150	110,86	8	10 199,12
A 126	1 100	(100)	1 000	114,68	8	9 174,40
A 127	1 100	0	1 100	106,39	8	9 362,32
Total					**52**	**63 006,40**

This operation's quota in m^2 for its chicken production for the 2013 year on the Canadian market is 1 211,66 m^2 (63 006,40 ÷ 52).

Attention: If you produced chickens for export (market expansion), you must first convert the kilograms of chicken produced during your fiscal period ending in 2014 into m^2 of quota on an annual basis and add the resulting number to the m^2 of quota for the Canadian market, as was determined above. Enter the total into the Table of Productive Units.

Turkey Production

- **Establish** the amount of net quotas you rented during the periods in which you used a quota (from May to April of the following year) for which at least a part of the period was included in the fiscal period ending in 2014;

- **Multiply** the amount of net quotas you rented during each period by the ratio of the number of months in the period included in your fiscal period over the number of months in your 2014 fiscal period.

Example: Fiscal period from January 1, 2014 to December 31, 2014

	2013-2014	2014-2015
Quota rented from another **quota owner**:	1 600 m^2	100 m^2
Quota rented to another **turkey producer**:	- 400 m^2	- 500 m^2
	1 200 m^2	- 400 m^2

For the period from May 2013 to April 2014, the net rental was 1,200 m^2 (1,600 – 400), i.e. 400 m^2 (1,200 m^2 x 4 months/12 months) for the four-month period running from January 2014 to April 2014 of the fiscal period.

For the period from May 2014 to April 2015, the net rental was - 400 m^2 (100 - 500), i.e. - 267 m^2 (- 400 m^2 x 8 months/12 months) for the eight-month period running from May 2014 to December 2014 of the fiscal period.

In the above example, the amount of the net quota rented for the fiscal period ending on December 31, 2014, is therefore 133 m^2 (400 - 267). That number must be added to the average quota owned to obtain the operation's m^2 of quota for the 2014 year on the Canadian market.

Attention

If you produced turkeys for export, you must :

- **Convert** the kilograms of turkey produced during your fiscal period ending in 2014 into m^2 of quota on an annual basis;

- **Add** the resulting number to the m^2 of quota for the Canadian market, as was determined above;

- **Enter** the total into the Table of Productive Units.

Production of Eggs for Consumption

- **Add** the number of chickens corresponding to the quota owned and rented for each of the 28-day production periods for which at least a part of the period was included in the fiscal period ending in 2014;

- **Divide** the result by the number of periods that are included, at least in part, in your 2014 fiscal period.

Attention: If you started or stopped your egg production during a fiscal period, or if the period covered fewer than twelve months, you must still divide the result by the number of periods overlapping the fiscal period, so as to obtain a weighted average.

Production of Hatching Eggs

Productive units for hatching eggs are measured in thousands of eggs delivered during the fiscal period. You must therefore:

- **Establish** the number of eggs delivered during the fiscal period ending in 2014;

- **Divide** the resulting number by 1,000 (keep two numbers after the point).

LIST OF PRODUCTIVE UNITS IN 2014

ANIMAL PRODUCTIONS

PRODUCTIONS	CODES	UNITS OF MEASUREMENT
Dairy cattle		
Lait et crème de vache, quota (droit de produire).	21319	Kilogrammes de matières grasses par jour
Cow's milk and cream, quota (the right to produce).	21319	Kilograms of butterfat per day
Dairy breeding subjects. Do not include culled animals, those sold for meat or changes in inventory.	21724	Cows under 45 months old – sold
	22724	Cows under 45 months old – mortalities
	24724	Gestating heifers – sold
	25724	Gestating heifers – mortalities
	27724	Non-gestating heifers over 6 months old – sold
	28724	Non-gestating heifers over 6 months old – mortalities
	30724	Heifer calves 6 months old or under – sold
Beef cattle		
Feeder cattle and slaughter cattle (semi, short and long finishing). Kilograms of weight gain of cattle sold, except if breeders.	21720	Kilograms of weight gain
	22720	Feeder cattle and slaughter cattle – mortalities
Grain-fed calves sold at under 100 kg, live weight (at start-up stage.	21704	Calves under 100 kg – sold live
	22704	Calves under 100 kg – mortalities at start-up stage
Grain-fed calves sold at 100 kg or over, live weight (at finishing stage).	24704	Calves at 100 kg or over – sold for slaughter
	25704	Calves – mortalities at finishing stage
Milk-fed calves sold at 107 kg or over, live weight.	21705	Calves over 107 kg – sold
	22705	Calves – mortalities
Feeder calves (cow calves).	21722	Gestating heifers and cows
Poultry		
Turkeys, quota owned and rented.	21334	Square metres
Chicken eggs (for consumption), quota owned and rented.	21343	Quota in number of chickens
Chicken eggs (for hatching), delivered eggs.	21344	Thousands of hatching eggs delivered
Chickens – broilers and roasters, quota owned, establishment-assisted and rented.	21363	Square metres
Ostriches.	21371	Females having laid eggs
Quails, pigeons, partridges, Northern Bobwhites.	21335	Animals sold
	22335	Animal mortalities
Ducks and geese.	21337	Animals sold
	22337	Animal mortalities
Emus and rheas.	21376	Females having laid eggs
Pheasants and Guinea fowls.	21339	Animals sold
	22339	Animal mortalities
Turkey eggs.	21342	Females having laid eggs
Pullets.	21360	Pullets sold
	22360	Pullet mortalities
Swine		
Piglets. Consult the guide.	21345	Sows having already birthed
Pre-fed piglets (nursery-Site 2).	21340	Animals sold
	22340	Animal mortalities
Hogs for slaughter.	21346	Hogs over 65 kg sold, carcass weight
	22346	Hog mortalities
Females raised for reproduction (gilts).	21347	Females sold to over 100 kg of live weight
	22347	Female mortalities
Other animals		
Lambs	21740	Ewes having been bred and ewe lambs
Buffalo/bison	21350	Females having already birthed
Goats (slaughter and angora, including milk)	21354	Females having already birthed
Cervids	21364	Females having already birthed
Rabbits	21356	Females having already birthed
Wild boars	21358	Females having already birthed
Horses and other equine breeds (except racehorses), mare urine	21316	Females having already birthed
Honey, bee by-products and pollination	21142	Hives in production
Ranch fur animals	21238	Females having already birthed
Other animals excluding cattle, pigs, sheeps, turkeys and chickens (including animal semen and embryos and chicks).	21336	Animals sold
	22336	Animal mortalities
Other animals of the cattle, pig, sheep, turkey and chicken species (including animal semen, embryos and chicks).	21338	Animals sold
	22338	Animal mortalities

N. B. : Do not include changes in inventory. Consult the guide.

CROP PRODUCTIONS

PRODUCTIONS		CODES	UNITS OF MEASUREMENT
Grains, oilseeds and special crops			
Oats		21020	Hectares
Woody biomass (short-rotation willow) at the establishment stage or not harvested during the fiscal period		21001	Hectares
Woody biomass (short-rotation willow), area harvested having generated allowable income (cuttings, straw, bedding or biofuel) during the fiscal period		22001	Hectares
Wheat (including spelt)		21021	Hectares
Wheat, for milling (including triticale)		21058	Hectares
Canola		21010	Hectares
Soybeans, including canatto and nato		21057	Hectares
Forage, including hay, cereal fo rage, sorghum and millet pellets and silage. Consult the guide.		21264	Hectares
Beans, dry edible		21004	Hectares
Grain corn		21019	Hectares
Silage corn or corn forage		21024	Hectares
Switchgrass, *Miscanthus* and non-forage plants cultivated for the production of biomass or straw	Establishment stage (non-harvested)	21005	Switchgrass, *Miscanthus* and non-forage plants cultivated for the production of biomass or straw
	First and second crops	22005	
	Third crop or more	23005	
Barley		21018	Hectares
Tobacco		21269	Hectares
Other grains and oilseeds		21059	Hectares
Fruit			
Apple trees - late variety - establishment stage		21060	Number of apple trees
Apple trees - late-variety dwarf of 4 or 5 years old		22060	Number of apple trees
Apple trees - late-variety dwarf of 6 years old		23060	Number of apple trees
Apple trees - ate-variety dwarf of 7 years old		24060	Number of apple trees
Apple trees - late-variety dwarf of 8 years old or over		25060	Number of apple trees
Apple trees - late-variety semi-dwarf of 4 or 5 years old		26060	Number of apple trees
Apple trees - late-variety semi-dwarf of 6 years old		27060	Number of apple trees
Apple trees - late-variety semi-dwarf of 7 years old		28060	Number of apple trees
Apple trees - late-variety semi-dwarf of 8 years old or over		29060	Number of apple trees
Apple trees - late-variety standard of 6 to 10 years old		30060	Number of apple trees
Apple trees - late-variety standard of 11 to 15 years old		31060	Number of apple trees
Apple trees - late-variety standard of 16 to 20 years old		32060	Number of apple trees
Apple trees - late-variety standard of 21 to 30 years old		33060	Number of apple trees
Apple trees - late-variety standard of 31 years old or over		34060	Number of apple trees
Blueberries in corymbs - establishmnet stage		21064	Hectares
Blueberries in corymbs - first crop		22064	Hectares
Blueberries in corymbs - second crop		23064	Hectares
Blueberries in corymbs - third crop		24064	Hectares
Blueberries in corymbs - fourth crop		25064	Hectares
Blueberries in corymbs of 6 years old - fifth crop		26064	Hectares
Blueberries in corymbs - sixth crop or over		27064	Hectares
Blueberries semi-harvested dwarf -establishment or dormant stage		23067	Hectares
Blueberries - semi-harvested dwarf - first crop after establishment or dormant stage		24067	Hectares
Blueberries - semi-harvested dwarf - second crop after establishment or dormant stage		25067	Hectares
Cranberries - establishment stage		21068	Hectares
Cranberries - first crop		22068	Hectares
Cranberries - second crop		23068	Hectares
Cranberries - third crop		24068	Hectares
Cranberries - fourth crop		25068	Hectares
Cranberries - fifth crop or over		26068	Hectares
Strawberries - standard planted during the year		21073	Hectares
Strawberries - standard first crop		22073	Hectares
Strawberries - standard second crop or over		23073	Hectares
Strawberries - day-neutral: single crop, year of planting		24073	Hectares
Raspberries - establisment stage		21071	Hectares
Raspberries - first crop		22071	Hectares
Raspberries - second crop		23071	Hectares
Raspberries - third crop or over		24071	Hectares

PRODUCTIONS	CODES	UNITS OF MEASUREMENT
Fruit (suite)		
Grapes/vines - establishment stage	21083	Hectares
Grapes/vines - first crop	22083	Hectares
Grapes/vines - second crop	23083	Hectares
Grapes/vines - third crop or over	24083	Hectares
Other berries	21063	Hectares
Other fruit trees except apple	21098	Trees old enough to produce
Potatoes		
Potatoes, table	21147	Hectares
Potatoes, chips	21148	Hectares
Potatoes, seed	21150	Hectares
Field fresh vegetables		
Asperagus - establishment stage	21161	Hectares
Asperagus in production	22161	Hectares
Eggplants	21176	Hectares
Beets	21162	Hectares
Broccoli	21165	Hectares
Carrots	21169	Hectares
Celery	21171	Hectares
Cabbage	21151	Hectares
Brussel sprouts	21166	Hectares
Cauliflower	21170	Hectares
Pumpkins	21192	Hectares
Cucumbers	21175	Hectares
Squash	21202	Hectares
Spinach	21201	Hectares
Broad beans	21218	Hectares
Wax beans	21210	Hectares
Herbs, spices and medicinal plants	21100	Hectares
Lettuce	21184	Hectares
Sweet corn	21203	Hectares
Melons	21185	Hectares
Turnip, rutabagas	21197	Hectares
Onions	21187	Hectares
Parsnip	21190	Hectares
Leeks	21183	Hectares
Peppers (red, green or sweet)	21191	Hectares
Radish	21193	Hectares
Rhubarb	21194	Hectares
Tomatoes	21207	Hectares
Other field fresh vegetables	21214	Hectares
Canning vegetables		
Gherkins	21221	Hectares
Beans	21232	Hectares
Sweet corn	21305	Hectares
Green peas	21223	Hectares
Greenhouse vegetables and mushrooms		
Cucumbers (square metres under glass or plastic)	21234	Square metres
Lettuce (square metres under glass or plastic)	21235	Square metres
Peppers (square metres under glass or plastic)	21236	Square metres
Tomatoes (square metres under glass or plastic)	21237	Square metres
Other edible horticulture, greenhouse products	21239	Square metres
Mushrooms (spawning area)	21131	Square metres
Non-edible horticulture - Field fresh		
Christmas trees planted during the year	32138	Trees
Christmas trees, total area in Christmas trees and those in preparation to be planted the following year	33138	Hectares
Christmas trees, sold during the year	34138	Trees
Sod (harvested area)	22141	Hectares
Other products	21143	Hectares
Non-edible horticulture - Sheltered		
Bedding plants and flowers, house plants, flowered pots, perennials, cut roses, etc. (square metres under glass or plastic)	21500	Square metres
Maple products	21130	Taps in production