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**Organizational Chart Worksheet**

**Helpful Information:** Write the name of the most senior person on the farm in the top box, followed by managers (or equivalent role), supervisors (or equivalent role), and workers. Write the position or title in the blue box and the person’s name (if desired) in the grey box. Draw lines to show who reports to who (or who directs the work of who), add boxes if needed and put an X through boxes that are not needed. You can also do this on a blank sheet of paper.

**Disclaimer:** This is a simple worksheet to help you create a basic organizational chart for your farm and is intended to be a resource document only. The farm will need to customize it and make it farm-specific. If you require assistance, please contact **AgSafe Alberta** at [info@agsafeab.ca](mailto:info@agsafeab.ca) or visit [www.agsafeab.ca](http://www.agsafeab.ca) for learning opportunities, tools and resources.

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**Organizational Chart Worksheet example**