

Forest Management System – Summary Audit Report			
Client name:	Sustainable Timber Tasmania	Certificate #	AFS 603478
Client address	Bathurst St Hobart TAS 700	Website:	sttas.com.au
Audit type:	Surveillance Assessment	Report date:	29 June – 10 July 2020
Standard:	AS4708:2013	Auditors:	Ross Garsden and Gerard Moore
This document provides a summary of the findings contained in a report to this client with respect to the implementation of the client’s management system as determined during an audit conducted by BSI.			

Scope of certification:
Activities associated with the sustainable management of Tasmania’s Permanent Timber Production Zone land, as described in the organisation’s Forest Management Plan, including the administration, planning and management of forests; and the harvest, transport and sale of forest products.

Executive summary:
<p>This report presents the findings of a routine surveillance assessment of Sustainable Timber Tasmania’s (STT) Forest Management System (FMS) with respect to the requirements of AS4708:2013, the Australian Standard for Sustainable Forest Management. The audit was conducted concurrently with an assessment of the organisation’s complementary Standards, ISO 14001:2015 Environmental Management Systems; AS 4801:2001 Safety Management Systems and PEFC ST 2002:2013. Findings in relation to ISO14001 and AS4708 have been incorporated into the structure of this report, where appropriate.</p> <p>As with the previous assessment, the scope of the audit included the application and implementation of the centrally-managed system at the Hobart Head Office as well as the planning and execution of a range of forest management activities in both the Northern and Southern Regions. As a result of the COVID-19 situation, the assessment was conducted remotely with the aid of a range of information and communication technologies.</p> <p>The audit focused on the effectiveness of the organisation’s risk management framework particularly with respect to the planning and execution of a range of forest management activities including roading, harvesting and regeneration.</p> <p>Strengths of the organisation and its management system identified in this audit at a corporate level include:</p> <ul style="list-style-type: none"> • Provision of resources and succession planning processes – e.g. Regional Manager (South), Communications Manager, Safety Officer (NW), and Fire Coordinators (North and South) • Planning processes – Strategic, Tactical and Operational planning arrangements are well integrated and highly effective • Development and application of best available technology to more accurately collect and verify field information – multiple instances of IoT applications • Organisational culture and capacity – engagement at all levels, commitment, skills and experience • Contractor management arrangements

- Support by STT Board and GMT to engage with the organisation's Contractors to improve WH&S performance
- Organisational communication of Safety and Environmental issues
- Effectiveness of key system processes – management review and internal audit

STT has responded positively to the findings in the previous report: the two minor non-conformances have been effectively addressed and are now closed. No new non-conformances were identified.

STT has also reviewed the suite of opportunities for improvement noted in the previous report and has implemented a plan to address each as appropriate. A number of opportunities for improvement have been identified and these are detailed in the report.

The audit provided an opportunity for direct engagement with a number of contractors involved in harvesting and haulage processes.

Significant improvements noted in this assessment include:

- Internal audits – process assessments applied across the whole state
- Complete migration of the system to a MicroSoft platform - organisation-wide uniform access for staff and contractors
- Adoption of communication technologies to more efficiently conduct business activities
- Incident management and ICAM training
- Contractor uptake and use of georeferenced maps – improved knowledge and application
- Management of heavy vehicle transport
- Fuel moisture monitoring – local weather information
- Fire room functionality, asset protection (Southwood), fire management – forward planning
- Performance development and review processes
- Engagement with STT Contractors in the development and delivery of WH&S programs
- Contractor Online Induction
- Planning identification and control of hazards/risks: Certification Safety and Environment Risk Register
- Response to CoVid19 for Staff Visitors and Contractors, including 'Sustainable Me' initiative
- Completed staff engagement for the WH&S Advisor team, also Risk and Compliance Manager
- Improvement in WH&S performance measures for STT and Contractors

As noted in the previous report, the management system is firmly integrated into the organization's business processes and the management team continues to demonstrate a solid commitment to managing risk and driving continual improvement across the business.

STT has demonstrated that its Forest Management System effectively incorporates the requirements of the respective Standards and that the system is supporting both staff and contractors in managing the various risks associated with the business.

Once again, the active participation and engagement of staff throughout the audit contributed to the effectiveness of this assessment. The auditors would like to thank Sustainable Timber Tasmania for the preparation and planning that preceded the audit and the cooperation of all staff involved.

Defined forest area statement

The defined forest area consists of six forest management units: hardwood plantations, softwood plantations, wet eucalypt forests, dry eucalypt forests, blackwood forests and rainforest.	
Defined forest area (in hectares) as at 19 March 2019:	794,700 hectares
Advised to AFS Limited on:	26 June 2020
Certificate expires on:	30 June 2021

Report prepared by:	
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<i>Name of person who prepared this report</i>	<i>Position</i>

END OF REPORT