

Recertification Assessment Report

Sustainable Timber Tasmania

AS/NZS 4708:2021 and ISO 45001:2018

May 2024

Assessment dates	16/05/2024 to 04/06/2024 (Please refer to Appendix for details)
Assessment Location(s)	Hobart (001), Geeveston (002), Scottsdale (003), Derwent Park (004), Smithton (008), Perth (009), Burnie (019)
Report Author	[REDACTED]
Assessment Standard(s)	AS/NZS 4708:2021 and ISO 45001:2018



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Executive Summary

This report presents the findings of a recertification assessment of Sustainable Timber Tasmania with respect to conformance with the requirements of AS/NZS4708:2021, the Australian/New Zealand Standard for Sustainable Forest Management. The audit also assessed conformance to ISO 45001:2018 – Safety Management Systems and PEFC ST 2002:2020 Chain of Custody. The findings from the Chain of Custody assessment are reported independent of this report.

The audit was conducted over two weeks, with the initial part of the audit being conducted remotely followed by an on-site assessment of operational performance.

The remote component was enabled by Information and Communications Technology (ICT) using Microsoft Teams for interviews and screen-sharing. The client established a shared folder (Dropbox) for provision of relevant system documentation and records. This was progressively developed throughout the assessment. There were no connectivity issues that adversely affected communications and the audit objectives were achieved.

The report follows the common ISO high-level structure according to AS/NZS 4708:2021 with additional detail for ISO 45001:2018 as appropriate. The remote assessment covered all management system requirements.

The on-site component included operational performance in both the north and south of the state, covering a range of forest management units and forest management activities including the operation of fire towers and maintenance of depots. These are detailed in the report. The audit included interviews with more than 50 members of staff in addition to contractors and other stakeholders.

The audit also included a further assessment of the regeneration at Hunstsman (HU304Y) and the organisation's response to continuing concerns raised by interested parties.

Key strengths of the management system identified during this assessment included:

- Contractor engagement arrangements
- Effectiveness of processes for monitoring, analysing and reporting on performance (PowerBI)
- Document management and the functionality of the library
- Heavy vehicle mass management
- Stakeholder engagement framework and processes
- Fire management
- Fleet management
- Critical risks and controls development and participation from workers
- Safety Culture Survey
- Stakeholder interactions and management in relation to: Pallawah Bridge, Castra Falls, Marrawah Skipper habitat maintenance and Giant Tree Policy

Significant improvements were noted in relation to:

- Fire detection cameras – 7 deployed across the State (30 km radius), use of AI, night vision, triangulation, satellite imagery
- Fuel moisture sensors and weather stations – 24/7 live data. Trustworthy and highly reliable – increased efficiency
- Air quality sensors – (not yet in use)
- Fleet configuration – building new vehicles (2 a year) newer design, 3,000 L. Fit for purpose and flexibility
- Fire sheds – upgrade and improved coverage, more rapid response

- Capability and capacity – Fire Fitness Review: early detection, accessibility
- Burn Planning - new and simpler system for risk assessment consistent with STT Risk matrix
- Cultural burning – efforts to engage
- Brady's Complex - Post event review
- Development of the communications and radio network
- Introduction of LogR electronic log docket system
- Stakeholder Mapping and analysis
- Implementation of FOS Plans Phase 2 comprising safe work procedures and operational audits to monitor the effectiveness of controls.

There were no non-conformances awaiting closure from the previous assessment. A single new non-conformance in relation to the routine testing of lifting equipment was identified during this assessment. STT responded immediately to correct the issue and accordingly the minor non-conformance has been closed.

The audit also identified several opportunities for improvement which are detailed in the report.

The assessment has confirmed that STT continues to operate a forest management system that effectively incorporates the requirements of the nominated standards. Accordingly, the report includes a recommendation for recertification to AS/NZS 4708:2021 and ISO 45001:2018.

The assessors would like to thank STT for the constructive engagement and participation of all staff involved.

Changes in the organization since last assessment

There is no significant change of the organization structure and key personnel involved in the audited management system.

Likewise, there has been no change in relation to the audited organization's activities, products or services covered by the scope of certification, and there was no change to the reference or normative documents related to the scope of certification.

Your next steps

NCR close out process

There were no outstanding nonconformities to review from previous assessments.

2 nonconformities requiring attention were identified. These, along with other findings, are contained within subsequent sections of the report.

A nonconformity relates to a single identified lapse, which in itself would not indicate a breakdown in the management system's ability to effectively control the processes for which it was intended. It is necessary to investigate the underlying cause of any issue to determine corrective action. The proposed action will be reviewed for effective implementation at the next assessment.

Please refer to Assessment Conclusion and Recommendation section for the required submission and the defined timeline.

Assessment objective, scope and criteria

Objective:

Verify conformance with the requirements of the nominated Standards.

Scope:

The activities of Sustainable Timber Tasmania with respect to the following scopes of certification:

AS/NZS 4708:2021

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.

ISO 45001:2018

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.

PEFC ST 2002:2020

Procurement and sale of plantation and native forest woodchips for export. Physical separation method.

Criteria:

AS/NZS 4708:2021

ISO 45001:2018




PEFC ST 2002:2020




Sustainable Timber Tasmania Forest Management Plan and referenced documentation and procedures.

Statutory and regulatory requirements




















The Forest Management Plan provides an overview of the statutory and regulatory requirements. STT operates under the Tasmanian Forest Practices System which specifies requirements with respect to the organisation's forest management activities. STT maintains effective processes for monitoring changes in legal requirements.

Assessment Participants (Safety specific roles)

Name	Position	Role	Opening Meeting	Closing Meeting	Interviewed (processes)	Justification
	Stewardship Manager	Manager and employee (general) – both permanent and temporary	X	X	X	
	A/Regional Manager North	Manager or employee (H&S role)	X	X	X	
	CEO	Top management (legal	X	X	X	

		responsibility for H&S)				
	Safety Advisor Southern	Manager or employee (H&S role)	X	X	X	
	A/WHS Manager	Employee H&S representative	X	X	X	
	Manager - People and Culture	Responsible for health monitoring			X	Unavailable at that time. Responsibility delegated to A/Regional Manager North

Full schedule of Assessment Participants

Name	Position	Opening Meeting	Closing Meeting	Int. (proc)
	CEO	X	X	X
	GM Corporate Services	X	X	X
	GM Operations	X	X	X
 ing	GM Conservation and Land Management	X	X	X
	GM Commercial	X	X	X
	Administration Officer (Scottsdale)			X
	People and Culture Manager			X
	Assistant GM Operations	X	X	X
	Manager – Domestic Sales			X
	Regional Manager - South	X	X	X
	Stewardship Manager	X	X	X
	Senior Stewardship Advisor	X	X	X
	Senior Conservation Planner	X	X	X
	Senior Forest Resource Planning Analyst			X
	Carbon and Ecosystem Services Analyst			X
	Manager - Communications			X
	Senior Engagement Advisor			X
	Strategy Manager			X
	Research Coordinator			X
	Land Property Manager and			X
	SFO Land Management (South)			X

[REDACTED]	Finance Manager			X
[REDACTED]	Senior Stewardship Advisor	X	X	X
[REDACTED]	Manager – Harvesting and Transport		X	X
[REDACTED]	Forest Products Support Officer			X
[REDACTED]	Administration Officer - Sales			X
[REDACTED]	SFO – Fire Management			X
[REDACTED]	Coordinator – Forest Products			X
[REDACTED]	FO Forest management Assets			X
[REDACTED]	Forest Officer - Roding			X
[REDACTED]	Coordinator Roding Southern Region			X
[REDACTED]	FPP Coordinator - South			X
[REDACTED]	Forest Operations Manager - South	X		X
[REDACTED]	SFO - Harvesting			X
[REDACTED]	FO – Harvesting Supervisor			X
[REDACTED]	Fleet and Facilities Manager			X
[REDACTED]	Forest Operations Manager	X		X
[REDACTED]	A/WHS Manager			X
[REDACTED]	A/Regional Manager North	X		X
[REDACTED]	Planning Coordinator			X
[REDACTED]	Forest Officer Forest Management-Roding			X
[REDACTED]	Forest Officer Forest Management-Roding			X
[REDACTED]	Coordinator Forest Management	X		X
[REDACTED]	Forest Officer	X		X
[REDACTED]	Woodstock Forest Services			X
[REDACTED]	Harvesting Coordinator			X
[REDACTED]	Safety Advisor Southern		X	X
[REDACTED]	Communications			
[REDACTED]	Harvesting Roding Sales Coordinator			X
[REDACTED]	Senior Forest Officer Harvesting- Fire			X
[REDACTED]	Senior Forest Officer Harvesting- Fire			X
[REDACTED]	Forest Management Coordinator			X
[REDACTED]	Planning Coordinator			X
[REDACTED]	Forest Officer Roding			X
[REDACTED]	Forest Officer			X

	Forest Officer			X
	Coordinator Forest Management			X
	Forest Officer			X

BSI assessment team

Name	Position
	Team Leader
	Team Member

Assessment conclusion and recommendation

Assessment conclusion

The audit objectives have been achieved and the certificate scope remains appropriate. Based on the results of this audit, the audit team concludes that the organization continues to fulfil the requirements of the nominated standards and audit criteria identified within the audit report and that the management system continues to achieve its intended outcomes.

Recommendation

RECOMMENDED - Corrective Action Plan Required ('Minor' findings only): The audited organization is recommended for recertification, based upon the acceptance of a satisfactory corrective action plan for all 'Minor' findings as shown in this report. The effectiveness of the implementation of corrective actions will be reviewed during the next surveillance audit.

Please submit a plan through the BSI Connect Portal detailing the nonconformity, the root cause, correction and your proposed corrective action, with responsibilities and timescales allocated. The plan is to be submitted no later than 26/06/2024. If the corrective action plan is not received by this date, you may be putting your certification status at risk.

For any questions, please contact your local BSI office, referencing the report number 3780349, 3781884, 3780244, 30164949, 30164950, 30164953, 30164956.

Use of certification documents, mark / logo or report

The use of the BSI certification documents and mark / logo is effectively controlled.

Findings from this assessment

4 Context of the forest manager

Standard References:

- 4.1 Understanding the forest manager and its context
- 4.2 Understanding the needs and expectations of workers and other interested parties
- 4.3 Determining the scope of the forestry, safety and environmental management system
- 4.4 OHS & Forest management system processes

Objective evidence:

Processes observed/demonstrated

- determining, monitoring and reviewing external and internal issues

- determining the interested parties and their relevant needs and expectations
- determining compliance obligations
- determining the scope and maintaining the defined forest area
- determining the activities, services and products; the point of sale or transfer of its products; and its authority and ability to exercise control and influence.

Related documentation

- STT Forest Management Plan – April 2024
- STT Corporate Plan 2024 – 2027
- Certification Scope Summary – V1.4 06.05.24
- Conformance Evidence Register (current)
- Stakeholder Engagement Operational Approach

Records validating processes

- Certification Scope Summary – V1.4 06.05.24
- Email to Responsible Wood (Change of DFA) – 16.05.24
- Certification Scope Procedure – v1.1 June 2020

Interviews with key personnel

- Stewardship Manager and Senior Stewardship Advisor regarding context of the organisation, scope and defined forest area.
- Senior Management Team regarding the context of the organisation.
- Communications and Engagement Manager regarding the needs and expectations of workers and other interested parties.

Comments

4.1 Context of the forest manager

The STT website provides much information regarding the context of the organisation. Specifically, the Forest Management Plan, which is publicly available on the website, clearly describes the context of the organisation. The forest management plan has been recently updated and is currently subject to further review. The Corporate Plan, (a Board approved internal document) further describes the context of the organisation.

4.2 Needs and expectations of stakeholders

Needs and expectations of workers and interested parties are identified through the application of the Stakeholder Engagement Operational Approach. This ensures that the needs and expectations of workers and other interested parties are identified and considered throughout all relevant processes within the management system. The audit has found evidence of this in relation to staff and external parties. The process for periodic review and update of the Enterprise Agreement provides an example of the needs and expectations of workers. The audit has identified multiple examples of stakeholder engagement in relation to operations as described under Site/Process Assessments later in this report

4.3 Scope

The Certification Scope Summary includes the documented scope of the management system.

STT demonstrates control and influence through documented legal land ownership or control arrangements under the Tasmanian Government's Forest Management Act 2013 and its commitment to sustainable forest management under the Sustainable Forest Management Policy.

Forest management system

The Conformance Evidence Register provides an overview of the management system with respect to conformance with the requirements of the Australia and New Zealand Standard for Sustainable Forest Management (AS/NZS 4708:2021). The Register effectively provides a roadmap to the system, identifying each relevant procedure or other documented information for each requirement.

Defined forest area

The Certification Scope Summary includes details of the defined forest area. There has been some reduction in the defined forest area as a result of the sale of some freehold land as well as an adjustment to the area of water bodies from which wood products may be salvaged. STT has advised Responsible Wood of the changed defined forest area.

The defined forest area is currently 794,903 hectares as advised to Responsible Wood on 16 May 2024.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

5 Leadership and worker participation

Standard references:

- 5.1 Leadership and commitment
- 5.2 Sustainable forest management and safety policies
- 5.3 Roles, responsibilities and authorities
- 5.4 Consultation and participation of workers (ISO 45001)

Objective evidence:

Processes observed/demonstrated

- defining responsibility and accountability
- alignment of the policies and management system with the strategic direction of the organisation and business processes
- taking overall responsibility and accountability for the prevention of work-related injury and ill health, as well as the provision of safe and healthy workplaces and activities;
- determination of statutory/regulatory requirements
- determination of risks
- promotion of continual improvement
- determining stakeholder expectations
- development, communication and periodic review of forest management, safety and environmental management policies
- assignment of responsibility and authority
- reporting on performance of the system
- managing changes to the systems

- consultation with, and participation of workers

Related documentation

- STT Sustainable Forest Management Policy – July 2022
- Work, Health Safety and Wellbeing Policy – April 2024
- Communication and Stakeholder Engagement Policy – June 2017
- Permanent Native Forest Policy – March 2021
- STT Organisational Structure – April 2024
- Board Authorisation Policy – V.18 Dec 2021

Records validating processes

- Authorisation Matrix
- Individual Position Descriptions e.g. Stewardship Manager and WHS manager
- S & E Committee Minutes 30.04.24
- Committee Structure April 2024
- S&E Committee Safety Analysis
- Safety Alert - 2023-04 Vehicle Incidents
- STT Toolbox Meeting - Southern Region 17 April 2024

Interviews with key personnel

- Senior Management Team regarding leadership and commitment; policies; and roles and responsibilities.

Comments

5.1 Leadership and commitment

The CEO and senior management team has overall responsibility for:

- (a) taking accountability for the effectiveness of the forest management system through the Board and functional responsibilities. The leadership team acts as a functional collective with shared responsibility for the leadership functions.
- (b) ensuring that the sustainable forest management policy and sustainability objectives are established and are compatible with the strategic direction of the organisation (as evidenced by the Forest Management Policy and Corporate Plan);
- (c) ensuring the integration of the forest management system requirements into the forest manager's business processes (through effective processes for regularly monitoring performance);
- (d) ensuring that the resources needed for the forest management system are available (as evidenced by the recent appointments of various roles to support the objectives of the organisation);
- (e) communicating the importance of effective cultural, economic, environmental and social management and of conforming to the forest management system requirements (through regular and routine internal and external communications);
- (f) ensuring that the forest management system achieves its intended outcomes (through a highly effective process for management review);

- (g) directing and supporting persons to contribute to the effectiveness of the forest management system (by linking individual position descriptions with performance requirements aligned with the organisation's objectives);
- (h) supporting related research and innovation activities (as evidenced by the commitment to both internal and external research activities);
- (i) promoting continual improvement (through the management review process); and
- (j) supporting other relevant management roles to demonstrate their leadership as it applies to their areas of responsibility.

With respect to safety, the S & E Committee meeting minutes provide further evidence in support of the leadership functions. The North S&E Committee and South S&E Committee were dissolved and amalgamated into a single committee.

Representation of the S & E Committee is along functional lines such as roading, harvesting, fire management, RMS and Nursery. Agenda items include safety circle and diagnostics relating to protestors, Div Com and Sector responsibilities. The committee proposes to meet every 2 months and has had difficulty meeting over the Summer period, due to bushfires.

Contractor workers participate with STT in the Tas Industry WHS Committee meeting which is conducted every second month. The annual Harvesting and Haulage Forum and Roding Contractors Forum considered:

- notifiable activities (such as for drones, fire management, explosives) to manage interaction with other work parties,
- working alone procedure
- near hit analysis, and
- hazardous tree falling.

Review of Safety Alerts Vehicle Incidents was distributed to communicate issues related to increased level of vehicle incident near misses.

Toolbox talks are held monthly and include acknowledgement to country, safety performance, take 5's, proactive observations, status of Office and Depot inspections (2 monthly for sites other than offices), eye safety, Working in Remote or Isolated Areas, In/out.

5.2 Policies

The Sustainable Forest Management Policy includes all commitments as required by the Standard. STT also acknowledge the positive contribution of stakeholders and makes a commitment to proactive engagement with stakeholders in the Communication and Stakeholder Engagement Policy. Policies are communicated to employees and contractors during the induction process and are publicly available on the organisation's website.

The WHS&W Policy has been recently reviewed and updated. It includes all commitments required by the Standard.

STT maintains a register of policies and ensures that policies are regularly reviewed.

All policies are publicly available on the STT website.

The Communication and Stakeholder Engagement Policy has not been reviewed since 2017. An opportunity for improvement is noted in this regard.

5.3 *Roles, Responsibility and accountability*

The STT Organisational Structure presents details of reporting arrangements. It has been recently reviewed and reflects current arrangements. Individual position descriptions provide details of the roles and responsibilities and authorities for each member of staff.

The Authorization Matrix provides details of individual authorizations and delegations.

The Stewardship Manager has overall responsibility for ensuring that the forest management system conforms with the requirements of the standard and reporting on the performance of the system.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

6 Planning

Standard references:

- 6.1 Actions to address risks and opportunities
 - 6.1.1 General – Risks and opportunities
 - 6.1.2 Hazard identification and assessment of risks and opportunities (45001)
 - 6.1.2.2 Assessment of OH&S risks and other risks to the OH&S management system
 - 6.1.2.3 Assessment of OH&S opportunities and other opportunities for the OH&S management system
 - 6.1.3 Compliance obligations (Determination of legal requirements and other requirements)
 - 6.1.4 Planning action
- 6.2 Forest management and OH&S objectives and planning to achieve them
 - 6.2.1 OH&S objectives
 - 6.2.2 Planning actions to achieve OH&S and environmental objectives
- 6.3 Planning and managing changes

Objective evidence:

Processes observed/demonstrated

- determination of risks and opportunities
- determination of compliance obligations
- ensuring compliance
- establishing forest management objectives
- planning to achieve forest management objectives
- managing changes to the system/s

Related documentation

- Operational risk management overview and vault risk register management procedure – V.4 April 2024
- Management Objective Setting Framework – V.4 2024
- STT Draft Corporate Plan (Board Approved) FY2024-25 to FY2027-28

Records validating processes

- Enviro Essentials Update – April 2024
- Bruny Island – Swift Parrot Project
- NRM Sugar Glider Research Project -

Interviews with key personnel

- Stewardship Manager regarding identification of risks and opportunities; compliance obligations; setting and processes for regularly monitoring achievement of objectives.

Comments**6.1** *Planning considerations*

The Operational Risk Management Overview and Vault Risk Register Management Procedure describe processes for identifying and managing risk at both strategic and operational levels. Specific Standard Operation Procedures (SOPs) are in place to manage the risks associated with each area of activity. This was demonstrated for browsing management. Contractor Job Specifications communicate the performance requirements with respect to risks and opportunities to contractors and include specific checks to ensure and verify compliance.

The Operational Risk Management Procedure also identifies critical risks and safe work procedures.

Vault is a repository of identified risks and provides evidence of how the risk is rated and mitigated.

Review of CRC 1 Environment - Boundary Management which was developed to mitigate risks relating to boundary encroachment.

The Risks Management Framework Procedure does not describe the process for reviewing risks in the Vault in situations where there has been a change in the significance of risk, or changes following an incident. While all risks have been reviewed, some of the records in the Vault have not been updated since 2018. Further, some Critical Risks and Controls have yet to be entered into the Vault or existing risks enhanced following the development of Critical Risks and Controls. An opportunity for improvement is noted in this regard.

6.1.2 *Compliance Obligations*

STT closely monitors changes in environmental and safety legislation and regulations in order to ensure compliance with its obligations. Enviro Essentials provides a third-party update monthly, and STT has access to the Enviro Essentials website via a subscription. The site provides information regarding changes in State and Commonwealth legislation.

The Forest Management Plan includes a list of applicable legislation.

The Environmental and Social Compliance Obligations Summary provides details of the legal requirements and includes direction to the relevant SOP or other processes. Likewise, the Safety Obligations Summary provides similar directions.

STT has also determined a number of voluntary obligations e.g. the STT Good Neighbour Protocol and MoU between STT and the apiary industry.

STT has adopted the Worksafe Tasmania: Managing Psychosocial Hazards at Work Code of Practice. As part of the psychological hazard project. STT has run internal psychosocial hazards workshops with teams.

The People at Work Survey indicated that 'high workload' was rated as a high risk. The WHS Climate Survey continues to indicate high reliability in all areas except 'Response to work pressure' which had a mixed reliability. The results year indicate a similar level of performance to previous year.

Workers can use the 'Report a Grievance' App to report workplace grievances.

6.2 *Management Objectives*

The Management Objective Setting Framework describes the arrangements STT uses to develop, monitor, and report management objectives. These include:

- Corporate Objectives
- Sustainability Pillars
- Corporate Plan
- SOCI Targets
- The Forest management Plan
- The Strategic Plan
- Strategic initiatives
- Key Performance Indicator Targets
- Function-specific plans and strategies
- The PRDP Process

The Corporate Objectives are:

- Achieve and maintain financial sustainability.
- Efficiently and effectively make available agreed wood volumes and other services to our customers.
- Professionally manage public production forests to maintain wood resource and other environmental, cultural, and economic values.
- Achieve zero harm to our people and contractors.

STT has developed an approach to environmental, social and governance (ESG) reporting, which aims to enhance its performance and reputation in the context of increasing market and community expectations.

The approach consists of three main themes and a research strategy.

The themes are:

1. implementing a program to drive change in governance, strategy, risk, and metrics.
2. adopting a robust ESG framework linked to the UN Sustainable Development Goals (SDGs); and
3. building capability in Natural Capital Accounting.

The research strategy is based on the Climate Smart Forestry model and aims to reduce or remove greenhouse gas emissions, adapt to climate change, and increase forest productivity and incomes.

STT has developed a Climate & Sustainability Capability Implementation Workplan that specifies the actions, responsibilities, and due dates for each of the ESG themes and objectives. The workplan covers aspects such as updating the Board Charter, reviewing the Corporate Plan, developing scenario analysis, updating the risk framework, defining metrics and targets, and reporting and disclosing ESG information.

KPIs are monitored and reported monthly and annually through the management review.

WHS KPI's performance against targets, such as LTIFR are reported in Monthly Report Field Ops April 2024. Similarly, leading indicators include the number of toolbox talks attended, vehicle inspections, office and facilities inspections, emergency plan testing, take 5's and proactive observations.

6.2.1 Strategic planning and planning actions

Management objectives are described and delivered through a range of processes including the Smart Goals and the Project Management Framework.

The process was demonstrated for the establishment of swift parrot habitat on Bruny Island and the NRM Sugar Glider Project.

The PRDP process incorporates individual objectives that relate to the strategic plan 'STT - FY 24 Strategic Initiatives' which describe Critical Risk Documentation as part of individual objectives and KPI's.

Harvesting Forest Operations Safety Plan have been implemented in conjunction with forest operators to include a baseline risk assessment as part of Phase 1. Some operators have now implemented Safe Work Procedures for risks / hazards including tools to monitor the effectiveness of these.

Other improvement initiatives include New Employee Management System Induction in ELMO as part of onboarding.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

7 Support

Standard references:

- 7.1 Resources
- 7.2 Competence
- 7.3 Awareness
- 7.4 Stakeholder communication and engagement
 - 7.4.1 General
 - 7.4.2 Internal communication
 - 7.4.3 External communication
 - 7.4.4 Public summary
 - 7.4.5 Chain of custody claims
- 7.5 Documented information
 - 7.5.1 General
 - 7.5.2 Creating and updating
 - 7.5.3 Control of documented information

Objective evidence:

Processes observed/demonstrated

- provision of resources including external providers
- determination of required competencies
- awareness and communication
- management of documentation and records

- stakeholder engagement
- management of complaints and disputes
- chain of custody claims
- monitoring of overloads

Related documentation

- Document Management Procedure – V7.1 May 2020
- Fleet and Facilities Management Strategy – May 2023
- STT Forest Management Plan – Public Summary April 2024
- Chain of Custody Procedure – V4.1 Oct 2020
- Communications and Engagement Policy –
- Stakeholder Engagement Operational Approach – V1.1 17.11.20
- Stakeholder Communications Procedure – May 2022
- Good Neighbour Protocol
- Complaints Policy
- Complaints Resolution Procedure

Records validating processes

- New and Reviewed documents – April 2024
- Documents Due for Review – April 2024
- Depot and offices inspections –
- Maintenance schedule – Airconditioning, test-and-tag
- Recruitment process records – Assistant General Manager
- Position Descriptions (Forest Officer Planning) – Feb 2024
- Forest Fact Sheets e.g. DL011C and SY035D
- Stakeholder Mapping Paper – May 2023

Interviews with key personnel

- Stewardship Manager and Senior Stewardship Advisor regarding document management and control of records; public summary
- Fleet and Facilities Manager regarding fleet and facilities / energy efficiency initiatives.
- People and Culture Manager regarding people and culture (provision of resources, competence and awareness; workers' rights, remuneration and conditions).
- Manager – Communications and Senior Engagement Advisor regarding stakeholder engagement.

Comments

7.1 Resources

The People and Culture team is responsible for assessing requests for resources and rationalising resources when appropriate, for example when a member of staff leaves.

The process was demonstrated for two scenarios: a new member of staff; for engagement of a consultancy.

The process for recruitment of an Assistant General Manager included:

- Business Case for new Assistant General Manager
- Requisition (HRIS)
- Delegations for Approval

- Approval
- Recruitment

The process ensures that the organisation will only recruit individuals with the appropriate knowledge, skills and experience.

Details of the required competencies for all positions are included on the individual position descriptions.

For example, the Position Description for a Forest Officer (Planning) includes:

- Able to achieve Certificate IV in relevant discipline or demonstrated experience in a similar position
- Certificate II in Public Safety (Firefighting Operations)
- Forest Practices Officer Inspecting accreditation (or ability to acquire)
- Ability to deliver commercial forestry practices and operations in accordance with FPP and operational program/project plans
- Ability to apply forest management functions, methods and processes to meet safety, environmental and compliance obligations
- Able to oversee contractor operations to meet forest operational program targets

The recent appointment of two Regional Communications Advisor Roles (NW and NE) provides evidence of the STT willingness to provide the necessary resources.

Regarding fleet management, the audit included an interview with the Fleet and Facilities Manager. The organisation is currently going through a transition to electric vehicles (both hybrid and fully electric) however this transition does not extend to operational vehicles as there is presently no pay load room. STT is investigating options for hydrogen fuel cell vehicles.

STT has determined that the Ford Ranger 2L twin turbo is more fuel efficient than the standard tool of trade vehicle.. The decision to go this way was that the vehicles had a 5-STAR NCAP and were fit for purpose.

Fire tanks are removed in off season to reduce fuel use and vehicle specifications are closely monitored. STT conducts toolbox talks annually with respect to vehicle use.

Regarding fixed assets, STT is installing LED Lighting where possible and has also installed R/C Heating and air conditioning at Lampton Avenue and Camdale.

7.2 *Competence*

Competence requirements for internal staff are determined and documented in the relevant position descriptions. The recruitment process validates competence.

The process for validating competence of contractors was demonstrated. (Refer Contractor management later in this report).

7.3 *Awareness*

Awareness is raised initially through the induction process. This onboarding was demonstrated for the several positions.

The process is supported by a number of checklists including:

- New Employee Pre-Start Checklist
- New employee First Day Checklist

- New Employee Access Request Checklist

Other processes for maintaining awareness include:

- Training
- Internal communications – e.g. staff bulletins, emails, P&C weekly newsletter
- Toolbox talks

Awareness for contractors is affirmed through the site handover and induction process. This was demonstrated for numerous forest operations. (Refer Site/Process Assessments later in this report).

7.4 Stakeholder communication and engagement

The Communications and Engagement Policy establishes the corporate commitment to stakeholder engagement. This is delivered through the Stakeholder Engagement Operational Approach and the Stakeholder Communications Procedure.

Evidence of stakeholder engagement was demonstrated in relation to a number of activities including the restoration of swift parrot foraging habitat on Bruny Island and the resolution of issues in relation to HU304Y. Details are provided later in this report.

7.4.1 Building relationships - Complaints and disputes

The key documents that are relevant to this criterion are:

- Stakeholder Engagement Operational Approach – V1.1 17.11.20
- Stakeholder Communications Procedure – May 2022
- Good Neighbour Protocol
- Complaints Policy
- Complaints Resolution Procedure

The effectiveness of the processes for handling complaints was demonstrated in relation to HU304Y. STT followed its procedures for responding to complaints, with the aim of resolving the matter in a timely manner. Records of STT's processes in relation to this matter are maintained in Consultation Manager.

This event is covered in more detail later in this report. In summary, STT has effective processes for managing complaints and this particular situation identified some issues with STT's processes in relation to communication with affected stakeholders in a timely manner.

STT has entered the case in Vault and this has led to improvements in related procedures.

STT's systems for receiving and responding to complaints conforms with the requirements of the Standard.

7.4.2 Internal communication

STT has established a number of mechanisms for internal communication. These include:

- Toolbox meetings
- Management reports/meetings
- Corporate document reviews
- Staff emails
- Safety alerts

Internal communication protocols are effective.

7.4.3 External communication

STT recently undertook an analysis of its stakeholders through the mapping and analysis process. The aim of the process was to identify the most appropriate means of communication and engagement with various external parties with a focus on building effective relationships. STT has recently appointed two new Regional Communications Advisor Roles (NW and NE) to strengthen its capabilities in relation to external communication.

The stakeholder mapping is noted as a strength of the management system.

With regard to external communication of publicly available information, the STT website provides public access to:

- (a) the sustainable forest management policy;
- (b) a public summary of forest management;
- (c) defined forest area maps (zoomable at any scale);
- (d) a copy of its current certification certificate; and
- (e) audit report summaries for the current certification cycle.

The STT website also publishes the full audit reports with some personal information redacted. The functionality of the website was demonstrated throughout the audit.

7.4.4 Public summary

The Forest Management Plan has been revised recently and is publicly available on the STT website. It includes:

- (a) an overview of the context of the organisation, its activities and the compliance framework in which the forest manager operates;
- (b) a description of the defined forest area, including the forest management unit/s and vegetation types (as applicable) and access to maps at appropriate scale;
- (c) an outline of the forest management objectives;
- (d) a description of forest values and an overview of how they will be managed to both provide benefits and minimise harm;
- (e) a rationale for silvicultural regimes;
- (f) a description of operational planning and control processes;
- (g) a description of the processes for monitoring condition and performance; and
- (h) an outline of stakeholder engagement processes, including procedures for obtaining further information.

The Forest Management Plan is currently under further review with the aim of simplifying the document.

The functionality of the STT website was demonstrated, including the display of the defined forest area and also access to the Forest Management Plan and previous audit reports.

7.4.5 Chain of custody processes and claims

The Certification Claim is made on delivery dockets. The Claim is '100% RW/PEFC Certified.' While the correct claim is being made on delivery dockets the Chain of Custody Procedure is yet to be updated to state this.

7.5 Documented information

The Document Management Procedure describes the processes for STT's document management system. It defines how STT's corporate documents are stored, accessed and reviewed. The system is supported by Microsoft Share Point which provides a mechanism to:

- securely store documents;
- access the most current versions of documents;
- prevent the availability of obsolete documents or document versions;
- allocate scheduled review date and a responsible author for each document;
- distribute corporate document templates;
- periodically report on documents that are due for review; and
- communicate new and/or revised documents to all staff.

Access to system documentation is via the Library.

Processes for document review are managed through SharePoint.

The requirements of the Standard with respect to document control are effectively delivered through the functionality of Share Point. Some legacy documents were found overdue for review, however STT is fully aware of these and none presented any risk in relation to their purpose and currency.

STT has effective processes for managing records. Consultation Manager is used for recording all stakeholder engagement processes and events. The Vault is the repository of information with respect to incidents and corrective actions.

Contractors lodge their documents via the Contractor Portal as part of the pre-qualification process. Refer to the detailed section on Contractor management later in this report. The effectiveness of contractor management processes was demonstrated and contractor management is noted as a strength of the management system.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

8 Operation

Standard references:

- 8.1 Operational planning and control
 - 8.1.1 General
 - 8.1.2 Eliminating hazards and reducing OH&S risks (45001)
 - 8.1.3 Management of change (45001)
 - 8.1.4 Procurement (45001)
 - 8.1.4.1 General
 - 8.1.4.2 Contractors

8.1.4.3 Outsourcing

8.2 Emergency preparedness and response

Objective evidence:*Processes observed/demonstrated*

- operational planning and supervision
- stakeholder engagement in the planning phase
- Identification of hazards
- Procurement
- Contractor management
- emergency preparedness and response

Related documentation

- FPP Planning process
- Emergency Preparedness and Response Guidelines – V.3 June 2016
- Emergency Procedure: Spills – V.5 Jan 2022
- Tactical and Strategic Fire Management Plans
- Protestor Management Kit
- CRC #02 Working in Remote Isolated Areas
- Contractor - Natural & Cultural Values Photo Guide

Records validating processes

- Emergency Testing Schedule
- Emergency Procedure Evaluation Form
- Training records (ELMO) e.g. first aid, fire fighting
- Toolbox records (information)
- Contractor Emergency Plan templates
- Annual harvest and haulage safety audits
- Various – refer Site/Process assessment later in this report

Interviews with key personnel

- Stewardship Manager regarding operational planning and emergency preparedness and response.
- Various Forest Practices Officers regarding the processes for preparing Forest Practices Plans and Forest Operations Safety Plans.

Comments**8.1 Operational control**

Forest Practices Plans and Forest Operations Safety Plans are required for all forest management activities. Forest Practice Plans are prepared by Forest Practices Officers (FPOs) who are licenced through the Forest Practices Authority (FPA). The FPA is the regulatory authority that conducts audits of both FPPs and FPOs.

The FPP preparation process includes consideration of all the components of the management system with respect to the achievement of Sustainability Criteria as specified in section 11 of the Standard.

The FPA prepares an annual report that reports upon the effectiveness of the Forest Practices System in Tasmania. STT consistently gets a very high rating with respect to its operational planning and performance.

This audit included a range of forest management activities associated with the management of native forests, plantations and reserve areas. FPPs were available for all activities assessed and these are described later in this report under Site/Process Assessments.

STT conducts planned burns through the Coordinated Smoke Management System managed by the FPA. This was demonstrated for several sites and operation as detailed later in this report. (Refer Burn Planning and Operation - SO034B).

The FPA operates a three-year plan process which considers catchment harvesting limits and haulage assessments with respect to managing cumulative impacts.

Other planning and operational controls are delivered through the following:

- CAR reserve system (Tasmanian government)
- Fuel Reduction Program (Tasmanian Fire Service)
- Inter-Agency Bushfire Response Protocol

STT outsources some processes, e.g. Forest Practices Plans are frequently developed by FPOs that are external to STT.

STT routinely monitors contractor performance in the conduct of forest operations with respect to conformance with requirements specified in the relevant FPPs. (Refer to Site/Process Assessment later in this report for details).

STT has provided contractors with the Natural & Cultural Values Photo Guide which provides photos of examples of natural and cultural values for reference. The guide covers a comprehensive range of values including: Wedge-tailed eagles and nests; Sea eagle; Azure kingfisher; Owl nest tree and pellet; Masked owl; Grey goshawk; Swift parrot; Leatherwood; Giant freshwater crayfish; Tasmanian devil; Spotted-tailed quoll; Devil/Quoll den; Cave; Aboriginal quarry; Aboriginal stone tools; Stone structure; Harvesting relics; Sinkhole; Tramway formation; and watercourse.

STT also conducts contractor reviews to assess contractor conformance with requirements. (Refer to Contractor Management later in this report). The framework for managing contractors is noted as a strength of the management system.

Operational planning and control processes are demonstrably effective.

8.2 Emergency preparedness

The Emergency Preparedness and Response Guidelines provide guidance on managing and responding to potential emergency situations. It is noted that the guideline is dated June 2016.

STT has established, implemented and maintained the systems needed to prepare for and respond to potential emergency events that impact on people, property, environmental and cultural values.

STT has periodically tested the planned response actions. The Emergency Procedure Evaluation Form is used to record the post-event debrief and evaluation.

STT periodically reviews and revises the systems and planned response actions, in particular after the occurrence of emergency situations or tests; for example, the Brady's Lake Complex (detailed later in this report).

STT has also provided relevant information and training related to emergency preparedness and response, to relevant stakeholders, including contractors working under its control. The Contractor Emergency Plan template provides a standardised format.

STT maintains documented information to provide confidence that the systems are implemented as planned, as evidenced by the Brady's Lake Fire Complex.

STT commissioned contractor GHD to conduct a review of its fire response capacity and capability in 2021. Following the review, STT embarked upon a significant upgrade in its systems, processes and resources. The improvements include:

- Development of electronic moisture detection sticks (for real time monitoring of moisture levels);
- Reconfiguration of the vehicle fleet with more fit-for-purpose vehicles;
- Refurbishment of fires sheds across the state to ensure timely response;
- Upgrading the radio communications network with other users having access on a common network;
- Provision of additional resources and training to staff.

The fire response capability is now recognised as a strength of the management system, also noting the significant recent improvements in safety and efficiency e.g. the moisture sticks.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

9 Performance evaluation

Standard references:

- 9.1 Monitoring and evaluation
 - 9.1.1 General
 - 9.1.2 Evaluation of compliance
- 9.2 Internal audit
- 9.3 Management review

Objective evidence:

Processes observed/demonstrated

- Monitoring, measurement, analysis and performance evaluation
- Evaluation of compliance
- Internal audit planning, scheduling and execution
- Management review

Related documentation

- Native Forests Quality Standards Manual – V3.3 Oct 2022
- Standard Operating Procedure for Internal Audit and Review
- STT Forest Management System 5-Year Internal Audit Plan (Current)

- Harvesting Haulage Contractor Internal Audit Schedule 2024

Records validating processes

- Deloitte Audit Report – Internal audit of financial management – Oct 2023
- Internal audit (Boundary marking) – August 2023
- Field Operations (Monthly Meeting) minutes: 10 April 2024
- Board Environmental and Social Impact Sub-Committee Meeting minutes – 22 April 2024
- GMT Papers
- Monthly Safety Report – February 2024
- Management Review Meeting Agenda – August 2023
- Annual Management Review – August 2023

Interviews with key personnel

- Senior Stewardship Advisor and Stewardship Manager regarding monitoring, evaluation of compliance, internal audit and management review.

Comments

9.1 Monitoring, measurement, analysis and performance evaluation

The Standard Operating Procedures provide the basis for the activities and processes that STT is monitoring.

STT has established a number of quality standards which set the parameters for monitoring and evaluation of its performance in relation to a range of forest management activities. These include:

- Establishment and regeneration
- Genetics and site preparation
- Plantation management activities

The Native Forests Quality Standards Manual establishes the procedures for managing, monitoring and reporting on a range of activities.

Information obtained through a range of monitoring processes is captured in FOD and STT is able to analyse this data and present reports using PowerBI. The system also allows STT to provide reports at state, regional and coupe level.

The system was demonstrated for site preparation, sowing delay and seed provenance. The analytical capability enables the identification of areas where a deficiency has occurred or STT has not met its performance targets.

The monitoring and reporting process is fundamental to the effectiveness of management review.

9.1.2 Evaluation of compliance

Evaluation of compliance is undertaken as a component of the management review process. The review considers the results of the evaluation.

9.2 Internal audit

The STT Forest Management System 5-Year Internal Audit Plan establishes the program for internal audits. The rolling 5-Year plan is updated annually.

Audits conducted in 2022/23 include:

- Quarries
- Roding
- Haulage
- Woodchip exports
- Chain of custody
- Fire preparedness and response
- Forest health and pest management
- Fleet Management
- Competence (Forest Practices Officers)

Audits planned or conducted for 2023/24 include:

- Native forest regeneration and browsing operations
- Domestic sales – chain of custody management
- IST Yards – chain of custody
- Facility management
- People and culture (resources, employment, competence and workers' rights)
- Management objectives
- Non-conformity and corrective action

Separately, the WHS Team manages an audit program of forest contractor safety. An external party is engaged for this process. Audits are completed of each crew with one audit of safety management system every two years or onboarding of a new contractor. Audit coverage includes FOSP, STT Safety Manual onsite, inductions and contractor competency.

Auditors are trained and independent of the area being audited.

Other internal audit processes include:

- Haulage contractor compliance (managed by the Manager – Harvest and Transport)
- Internal audit program of Governance (managed by the Manager – Risk and Compliance).
- Internal audit of forest management systems and certification requirements (managed by the Manager – Stewardship).

Audits are being conducted as planned and the 5-Year program ensures that all areas are subject to audit with the frequency of audits being determined based upon risk.

Internal audit reports reviewed include:

- People and Culture – May 2024
- Log Truck Audit Report – April 2024
- SOP for Native Forest Establishment – April/May 2024 (in draft)
- Woodchip CoC Report – May 2024 (in draft)
- Harvesting Contractor Annual Site Safety External Audit 2024

Internal audit reports identify areas of concern and opportunities for improvement. Any issues identified are recorded in Vault along with the associated corrective actions.

A summary of findings from the internal audit program is presented as input to the management review.

STT has developed an Internal Audit Program that is implemented through a Five-Year Strategy which aims at auditing key risk areas within the organisation in addition to any areas where multiple significant events have occurred in the previous year. The audit topics include key processes within the

organisation, for example roading, harvesting, regeneration, boundary management, harvest and haulage contractors). The audits generally cover safety, environmental and social risks in an integrated manner.

The compilation of the audit strategy also considers the sections of the AS4708 and ISO45001 standard requirements to determine if, how and when they should be audited. Some areas are considered as being adequately covered in the process audits, while others are considered significant enough to warrant an audit of the specific section (e.g. non-conformance management, competence, emergency response). Other sections of the standard have been determined to be either not in need of audit in the current 5-Year Strategy due to them being reviewed regularly (e.g. management review, forest management summary, policy, internal audit, continual improvement) or low risk with respect to conformance risk or organisational performance. This approach meets the requirement of the standard with respect to developing an internal audit program based on importance of processes and previous audit results and is reflective of the maturity of STT's management system.

However, it is not always clear how those specific sections within ISO 45001 that differ slightly from AS4708 (e.g. procurement, management review, non-conformance corrective action, leadership and worker participation) have been considered in this process. An opportunity for improvement is noted in this regard.

9.3 *Management review*

The management review framework includes the following components:

- Monthly GMT Meeting
- Monthly Field Operations Meeting
- Monthly Board Meeting
- Quarterly Board Meetings (Environmental and Social Impacts Committee; Finance Audit and Risk Sub-Committee; and People, Culture and Care Sub-Committee).

The management review framework ensures that all the required inputs and outputs of the review are considered. The framework incorporates complementary events throughout the year to ensure that the senior management team is across all issues with the business and able to track progress with respect to the achievement of objectives. The most recent full review was conducted in August 2023 and the records verify the thoroughness of the review.

The review process has been acknowledged by the leadership team as fundamental to the effectiveness of the management system and is noted as a strength of the organisation.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

10 **Improvement**

Standard references:

- 10.1 General
- 10.2 Incident, nonconformity and corrective action
- 10.3 Continual improvement

Objective evidence:*Processes observed/demonstrated*

- Management of non-conformances
- System improvements

Related documentation

- Boundary Marking SOP – Feb 2024

Records validating processes

- Internal audit (Boundary marking) – August 2023
- Incident Learning Faller Struck by top of dry standing tree - 2023-01
- Safety Alert 2023-01 - Worker struck by flying debris
- Incident Learning 2023-03 -0 Powerlines struck by trees
- Safety Alert 2023-03 - Fire Ground Hazardous Trees
- Vault entry - various
- Incident report ICAM Template dated 5.02.2024 - Worker struck by excavator counterweight

Interviews with key personnel

- Senior Stewardship Advisor and Stewardship Manager regarding processes for managing non-conformance and the functionality of the Vault.
- A/Manager North Region and A/WHS Manager

Comments*10.2 Nonconformity and corrective action*

STT uses the Vault software for managing all non-conformances. Complaints are managed through the Consultation Manager software.

The management review includes an analysis of the nature of non-conformances and details of any improvements to the management system and processes.

Review of safety related incident management including use of ICAM process to identify causes and related corrective action including review of effectiveness. Incident learnings are communicated to workers.

10.3 Improvement

The corporate commitment to improvement is demonstrated through the effectiveness of processes for setting and reviewing objectives and closely monitoring progress with respect to the achievement of those objectives, as noted earlier in this report.

The internal audit process is functioning well and opportunities for improvement arising from internal audits are managed in the Vault. An example is the boundary marking improvements arising from internal audit findings.

The management review provides a summary of system improvements.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

11 Sustainability criteria

11.1 Maintain forests and carbon

Objective evidence:

Processes observed/demonstrated

- 11.1.1 Maintain carbon stocks
- 11.1.2 Climate positive practices
- 11.1.3 Conversion of natural ecosystems
- 11.1.4 Conversion of degraded native vegetation to plantation
- 11.1.5 Reforestation

Related documentation

- STT Permanent Native Forest Policy – March 2021
- 2007-75 FT Carbon Report Dec 2007
- 2007-75 STT Carbon assessment process
- STT Carbon Baseline Report - Jan 2024

Records validating processes

- FPA - climate change workshop – March 2023
- FPA Climate Change Symposium agenda – August 2022

Interviews with key personnel

- Senior Forest Resource Planning Analyst and Carbon and Ecosystem Services Analyst regarding carbon estimates and climate positive practices.

Comments

11.1.1 Maintain carbon stocks – carbon estimates

The Forest Management Plan provides estimates of current and future carbon stocks. The carbon estimate includes all the forest assets. The methodology was developed in 2007 and reviewed in 2017.

The Forest Management Plan provides information regarding the current and future carbon estimates. STT recently engaged a consultant to apply the FlintPro methodology to the STT forest estate. STT staff are undertaking training in FlintPro.

STT also provides an annual report to the Tasmanian Government. The FPA prepares a five-yearly State of the Forests Report.

11.1.2 Climate positive practices

STT has participated in workshops and symposiums in recent years including the FPA - climate change workshop in March 2023 and the FPA Climate Change Symposium in August 2022.

The workshop focused on adapting the Tasmanian forest practices system to climate change and presented the results from a practitioner workshop.

STT is undertaking a number of climate positive initiatives including modifying the vehicle fleet with a focus on reducing carbon emissions as well as establishing swift parrot forage habitat on Bruny Island with a view to accommodating anticipated changes in vegetation as a response to a changing climate.

11.1.3 *Conversion of natural ecosystems*

11.1.4 *Conversion of degraded native vegetation to plantation*

There is no evidence of any conversion of natural ecosystems or degraded natural ecosystems to plantations.

On the contrary, STT is actively re-establishing forage habitat for the swift parrot on South Bruny Island, on what was formerly a grazing lease.

11.1.5 *Reforestation*

STT is responsible for monitoring the re-establishment of forests following a harvesting event. Performance in this regard is also closely monitored by the Forest Practices Authority.

Where deficiencies in achieving the desired outcome are identified, STT takes corrective action to address the situation. This was demonstrated for HU304Y where the re-establishment efforts were compromised by the reduced ability to control browsing animals in the early stages of re-establishment.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

11.2 Forest ecosystem health

Objective evidence:

Processes observed/demonstrated

- 11.2.1 Identify and manage forest ecosystem health
- 11.2.2 Invasive and pest species
- 11.2.3 Integrated pest management
- 11.2.4 Pesticides
- 11.2.5 Fertiliser
- 11.2.6 Planned fire
- 11.2.7 Impacts of damage agents
- 11.2.8 Salvage operations
- 11.2.9 Rehabilitate degraded native vegetation
- 11.2.10 Unauthorised and illegal activities
- 11.2.11 Waste management

Related documentation

- STT Forest Management Plan – April 2024 (Section 4.5.2)
- Plantation Forest Health Surveillance – V.5 March 2023
- Long Term Retention (LTR) Reserve Condition Assessment and Monitoring – V.2.2 December 2023
- Environmental Weed Mapping System User Manual – V.3 August 2021
- Environmental Weed Control Strategy – V.3 August 2021
- Environmental Weed Control SOP –
- Pesticide Use Policy – May 2020
- Pesticide Impact Rating Index (PIRI) User Manual – V.3 March 2020
- Pesticide Application SOP – V.3 March 2020
- Water Sampling Procedure – V2.1 10.04.18

Records validating processes

- STT recommended and restricted pesticides register (Current)
- STT Sugar Glider Project - Final Report 202
- 2023 Long Term Retention (LTR) Reserve Monitoring Summary: Christmas Hills, Togari & Salmon River Reassessment – Technical Report February 2023
- 2023 Long Term Retention (LTR) Reserve Monitoring Photopoint Update - Technical Report 03/2023

Interviews with key personnel

- Fire Manager regarding un-planned fire.
- Forest Health Officers (2) regarding forest health surveillance, IPM and quarry hygiene.

Comments*11.2.1 Identify and manage forest ecosystem health*

The Forest Management Plan describes various mechanisms for monitoring and maintaining forest ecosystem health. The plan focuses on pest and disease management in plantations, and processes for managing mammal browsing in areas that are regenerating and monitoring the condition of long-term retention reserves.

The Plantation Forest Health Surveillance procedure describes the methodologies, systems and protocols for data management. Protocols include:

- Initiating annual surveillance
- Aerial surveillance and data capture
- Ground surveillance and data capture
- Data transfer to STT systems
- Reporting and actions

STT conducts LTR reserve condition assessments with the results compiled into an annual report.

The Long-Term Retention (LTR) Reserve Condition Assessment and Monitoring procedure establishes the protocols for monitoring the reserve areas. Protocols include:

- Preparation (Study area, Mapping and Reserve selection & plot location);
- Field assessments (Assessment categories and scoring, Assessment procedure, Recording data, and Photopoints);
- Post assessment (Photograph processing, Data collation and storage, and Reporting).

Recent LTR reports provide evidence that the LTR reserve system is healthy, persisting through time and functioning in a manner consistent with STT's conservation objectives.

Forest health surveillance is conducted annually.

Other biosecurity initiatives include:

- Environmental Weed Control Strategy
- Quarry hygiene surveys
- Leaf Beetle IPM – with the focus on younger plantations

STT participates in collaboration with other forest managers in relation to forest biosecurity.

The Forest Health Field Guide include protocols for emergency preparedness and response.

Staff have access to the My Pest Guide Trees app.

STT has established the Plantation Management Working Group, an in-house alliance with responsibility for monitoring forest health.

11.2.2 *Invasive and pest species*

STT has established procedures for managing invasive species. The Environmental Weed Control Strategy:

- Provides an outline of the Tasmanian weed legislation;
- identifies Priorities for environmental weed control (including priority weeds and areas);
- describes protocols for identification, reporting, documentation and mapping (including weed identification, reporting and documentation and mapping);
- provides weed control guidelines and hygiene procedures (including washdown and quarry hygiene);
- specifies requirements for education and training.

STT has investigated the influence of habitat type and fragmentation on sugar glider occupancy in Tasmania. The Sugar Glider Project Final Report notes that 'nest predation by sugar gliders, *Petaurus breviceps/notatus*, is a considerable threat to the Critically Endangered swift parrot, *Lathamus discolor*, in its breeding grounds in Tasmania. A lack of understanding of sugar glider ecology and habitat use has hampered sugar glider control programs, aimed at protecting breeding swift parrots. The purpose of the study was to investigate the impact of various habitat variables on sugar glider occupancy across south-eastern Tasmania, the core breeding range of swift parrots.'

The report notes that 'this project confirms the wide distribution of sugar gliders in multiple habitat types across south-eastern Tasmania. Occupancy modelling showed a previously unquantified link between the presence of acacia and the presence of sugar gliders in the study. This could have important implications for sugar glider management and future studies could investigate if any particular species of acacia is driving this relationship.'

11.2.3 *Integrated pest management*

STT has adopted an IPM strategy for management of leaf beetle in younger plantations.

11.2.4 *Pesticides*

11.2.5 *Fertiliser*

The use of pesticides and fertiliser is controlled.

STT has established a Pesticide Use Policy which documents the organisation's commitment to managing all aspects of the use of chemicals and pesticides.

All herbicide use is recorded in FOD. Herbicide application was demonstrated for RU001Z. The PIRI Assessment for this operation was low, however, due to the proximity to aquaculture operation, STT undertook water sampling during and after the event under its policy commitment to good stakeholder engagement.

Pesticide use is limited primarily to plantations. STT demonstrated its processes for monitoring and Reporting pesticide use. STT also prepares an annual report on chemical usage and provides training in water sampling to increase internal capacity. The on-line training module was demonstrated.

The use of fertiliser was demonstrated on South Bruny Island where a fertiliser tablet was used to boost nutrition for each seedling, as part of the establishment plan. The primary threat to the establishment

of new seedlings was mammal browsing (rabbits, hares, wallabies and deer). The aim was to get the young seedlings out of reach as quickly as possible.

11.2.6 Planned and unplanned fire

STT routinely uses planned fire as a fundamental component of the process for re-establishment of forests following clearfall harvest operations.

The use of planned fire is tightly controlled.

STT has developed electronic fuel moisture sensors and weather stations which can provide live data 24/7. This is a significant innovation as it provides trustworthy and highly reliable information with greatly increased efficiency.

STT engaged GHD to conduct a review of its fire capability and capacity in 2021. The aim was to develop a new and simpler system for risk assessment consistent with STT Risk matrix. STT is also using air quality sensors to provide data on air quality associated with planned burns.

The use of planned fire was demonstrated at WW020E. Details are provided later in this report.

With respect to unplanned fire, STT has significantly increased its capacity in this regard. STT has installed a number of fire detection cameras to improve monitoring capability. Seven cameras have been established across the State so far; each with 30 km radius. The cameras use AI and night vision to detect smoke plumes, well in advance of what can be detected by the eye under normal conditions. The detection provides a bearing with triangulation from other towers providing location details. The technology is also supported by satellite imagery which assists with confirmation.

With regard to the vehicle fleet, STT has reviewed fleet configuration – building new vehicles (2 a year) with a newer design, and capability to carry 3,000 L. The new vehicle configuration is fit for purpose and offers greater flexibility.

STT has also reviewed its location and resource needs for fire sheds. The upgrade provides for and improved coverage and more rapid response.

- Capability and capacity – Fire Fitness Review: early detection, accessibility
- Cultural burning – efforts to engage
- Brady's Complex Late Feb Early March – Cross-tenure - Post event review -

11.2.7 Impacts of damage agents

Impacts of damage agents is closely monitored. The hardwood plantation and native forest assets are vulnerable to browsing by mammals during the early stages of re-establishment. STT has effective processes for managing and controlling mammal browsing, however where its efforts are hampered, as was evident at HU304Y, the impact of browsing on the emerging seedling population was significant.

STT also closely monitors insect damage in young eucalypt plantations and applies control methods as and when required.

11.2.8 Salvage operations

STT has carried out salvage in some areas following the Brady's Lake Fire complex. All activities are conducted with Forest Practices Plans which ensure that all environmental protections are applied as a matter of routine.

11.2.9 *Rehabilitate degraded native vegetation*

STT does not currently have any identified areas of degraded native vegetation that warrant rehabilitation. The swift parrot forage habitat restoration activities on South Bruny Island provide evidence of the organisation's willingness to rehabilitate areas where warranted.

11.2.10 *Unauthorised and illegal activities*

Illegal activities are referred to the police. Refer to the Legal update and protest management later in this report.

11.2.11 *Waste management*

STT has established procedures to ensure that any waste (e.g. hydrocarbons and other non-biodegradable waste and litter from forest management activities) is cleaned up, collected and stored in designated areas and removed in an environmentally responsible manner. Contractors have specific requirements in their contracts in this regard, and compliance is closely monitored. No instances of failure to comply were encountered during the audit.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

11.3 Biodiversity

Objective evidence:

Processes observed/demonstrated

- 11.3.1 Identification of significant biodiversity values at clear risk of adverse impacts
- 11.3.2 Actions to maintain or enhance significant biodiversity values
- 11.3.3 Maintain native vegetation types and structure
- 11.3.4 Landscape scale diversity
- 11.3.5 Maintain habitat diversity within the harvest unit
- 11.3.6 Infrastructure
- 11.3.7 Monitor biodiversity
- 11.3.8 Utilisation of threatened species

Related documentation

- High Conservation Values Assessment & Management Plan – August 2022
- Tasmania State of the Forests - 2022

Records validating processes

- Tasmanian State of the Forests Data Report – 2022
- Biodiversity Management on PTPZ land – May 2022
- Acoustic monitoring records for KD022C
- Swift Parrot surveys for KD022C
- FPP – KD022C Biodiversity Evaluation Sheet 24.09.23

Interviews with key personnel

- Stewardship Manager and Senior Conservation Planner regarding biodiversity management.

Comments

11.3.1 Identification of significant biodiversity values

11.3.2 Actions to maintain or enhance significant biodiversity values

11.3.3 Maintain native vegetation types and structure

11.3.4 Landscape scale diversity

11.3.5 Maintain habitat diversity within the harvest unit

The High Conservation Values Assessment & Management Plan describes the High Conservation Value (HCV) assessment of Permanent Timber Production Zone (PTPZ) land undertaken by Sustainable Timber Tasmania. The document includes:

- Methodologies used in the HCV assessment
- Results of that assessment in the form of identified HCVs; and
- Management actions to maintain and/or enhance those identified HCVs.

STT recommends that the document be read in conjunction with its Forest Management Plan, which provides a detailed description of the PTPZ land and Sustainable Timber Tasmania's management activities.

The Plan identifies threats to HCVs and describes STT's approach to HCV management. The Plan includes guidance and methodologies with respect to:

- HCV 1 – Species Diversity
- HCV 2 – Landscape-level ecosystems and mosaics
- HCV 3 – Ecosystems and habitat
- HCV 4 - Critical ecosystem services
- HCV 5 - Community needs
- HCV 6 - Cultural values

Each section is subdivided into sub-sections with specific requirements, for example, HCV 1 Species diversity covers:

- HCV 1.1 Areas that contain significant concentrations of rare and threatened species or that contain habitat critical to the survival and long-term viability of these species.
- HCV 1.2 Areas that contain centres of endemism
- HCV 1.3 Areas that contain significant concentrations of rare species that are poorly reserved at the IBRA region scale.
- HCV 1.4 Areas with mapped significant seasonal concentrations of species.
- HCV 1.5 Areas of high species/community diversity
- HCV 1.6 Refugia

The High Conservation Values Assessment and Management Plan clearly describes how STT has identified significant biodiversity values (SBVs) that are within and/or ecologically connected to the defined forest area. It has also identified any SBVs at clear risk of adverse impacts from forestry management practices within, and within the vicinity of, the defined forest area, and includes a documented risk assessment process involving scientific experts.

The Forest Practices System provides the requirements for minimising risks posed by activities to areas managed for biodiversity and/or retained habitat features, and other protected areas, conservation reserves, or areas of native vegetation that are part of a recognised offset. The Forest Practices Authority prepared a report to the Tasmanian Government in 2022 detailing the achievements of the Forest Practices System. The report provides solid affirmation of the effectiveness of STT's approach to biodiversity management. The Forest Practices system provides a framework for maintaining native forest types and structure, maintaining landscape-scale diversity and maintaining habitat diversity within the harvest unit. This is further enhanced and supported by the effectiveness of STT's Landscape Context Planning System which was applied to planned clearfell and aggregate retention harvest operations assessed during this audit.

The High Conservation Values Assessment and Management Plan has adopted a precautionary approach and presents a highly effective methodology for identifying, managing and maintaining significant biodiversity values and is recognised as a strength of the management system.

11.3.6 Infrastructure

The Tasmanian Forest Practices System establishes protocols and performance standards to ensure that construction of roads, crossings and other infrastructure will minimise the likelihood of any adverse biodiversity impacts.

The audit included an assessment of forest infrastructure at numerous locations including:

- Resolution road, South Bruny Island forest road;
- Proposed road construction route associated with the swift parrot forage habitat establishment project on South Bruny Island;
- General forest roading enroute to WW020E and Brady's Lake fire complex; and
- Bridge construction in NE Tasmania

11.3.7 Monitoring biodiversity

STT provided a presentation entitled Biodiversity Management on PTPZ land which provided a comprehensive overview of all aspects of Biodiversity management activities including biodiversity monitoring.

The presentation covered:

- The CAR Reserve System
- Landscape management
- Operational management
- Monitoring
- Research

The Landscape management section included details of:

- The Management Decision Classification (MDC) System
- Special Management Zones
- The HCV Management Plan and alignment between SBVs and HCVs
- Application of the Forest Practices Code
- Landscape Context Planning System

The Operational management section included:

- Identification planning tools (for both FPA and STT)
- Management planning tools (for both FPA and STT)
- The FPP Planning & Implementation process
- An overview of STT's additional biodiversity initiatives including habitat retention trials and revision of the Giant Tree Policy
- Training and FPOs
- FPP planning process

The Monitoring section included:

- Habitat retention trials
- Monitoring program - post harvest and post burn
- Retention and tree survival rates
- Regeneration success
- Swift parrot monitoring program – monitoring objectives and methods
- Monitoring results
- Acoustic monitoring – current and future work

STT participates in a number of biodiversity committees, with a dozen current and on-going committee processes or projects listed, including:

- Member of the Threatened Species Community Review Committee
- Member of Giant Freshwater Crayfish Steering Committee
- NRM North and NRM Cradle Coast project
- NRM Review of three NRM Biodiversity and Agricultural Natural Capital Emergency Preparedness and Response Plans; and
- Member of Acoustic Bird Monitoring Group convened by Pollination Group and Tas Lands

Biodiversity monitoring processes were demonstrated for KD022C, where acoustic monitoring is providing valuable new information with respect to swift parrot activity and occupancy.

11.3.8 *Utilisation of threatened species*

There is no utilisation of threatened species.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

11.4 Soil and water resources

Objective evidence:

Processes observed/demonstrated

- 11.4.1 Identify soil and water values
- 11.4.2 Protect soil properties
- 11.4.3 Maintain water values
- 11.4.4 Infrastructure

Related documentation

- STT Forest Management Plan – April 2024
- Forest Practices Code - 2020

Records validating processes

- Forest Practices Plans (refer Site/Process Assessments later in this report)

Interviews with key personnel

- Forest Officer – Roading and Coordinator Roading Southern Region regarding protection of soil and water values during construction and maintenance of forest infrastructure.

Comments*11.4.1 Identify soil and water values**11.4.2 Protect soil properties**11.4.3 Maintain and protect water values**11.4.4 Infrastructure*

The Forest Practices Code establishes protocols and performance standards for identification and protection of soil and water values. It also provides standards for construction and maintenance of forest infrastructure with the aim of minimising any adverse impact on soil and water quality.

Code requirements are translated into Forest Practices Plans which communicate the requirements to contractors. STT actively supervises contractor performance to ensure compliance with Code requirements.

The Forest Management Plan (Section 4.4.2.2) deals specifically with soil and water values.

The identification of soil values was demonstrated at several sites during the audit. In particular, the soil change at HU304Y was noted within the planning documentation.

The audit provided an opportunity to assess the general condition of forest roads through various sections of the defined forest area. The audit included a review of the planning process for road reconstruction on South Bruny Island.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

11.5 Forest productive capacity**Objective evidence:***Processes observed/demonstrated*

- 11.5.1 Identify forest products
- 11.5.2 Harvest rate
- 11.5.3 Manage non-wood products
- 11.5.4 Damage to growing stock
- 11.5.5 Infrastructure
- 11.5.6 Species selection
- 11.5.7 Silviculture

Related documentation

- STT Forest Management Plan – April 2024

Records validating processes

- STT PowerPoint Presentation – Forest Products May 2024
- Annual Report 2022-23

Interviews with key personnel

- Senior Forest Resource Planning Analyst regarding harvest rates, sustained yield and silviculture.
- GM Operations, A/GM Operations and Manager – Domestic Sales regarding identification of forest products, production and markets.

Comments*11.5.1 Identify forest products*

The Forest Management Plan clearly identifies the range of forest products, both wood and non-wood that are derived from the DFA.

STT prepared a Power Point Presentation that presented a comprehensive overview of STTs current production. The presentation noted that production is below the legislated cut. STT has a legislated requirement to make available 137,000 m³ of High Quality Sawlogs (HQSL) annually. Current production is at 122,000 m³.

Current production also provides:

- 68,000t low quality sawlogs
- 97,000t Domestic Peeler logs
- 5,000 Utility Poles
- 6,200m³ Special Species sawlogs
- 750,000t native forest pulplogs

STT declared an improved utilisation outcome in the south with much higher value (due to change in specifications) and better domestic use.

11.5.2 Harvest rates

There is no significant change in yield estimates since the previous BSI assessment.

STT completed the most recent 5-Yearly review of its sustained yield in July 2022. Figure 7 in the report presents the yield predictions to 2106. Based on these estimates, STT has the capacity to maintain current levels of production and supply for the foreseeable future. Beyond 2066, STT has estimated a considerable increase in capacity for sustained production and supply. High quality sawlog production over the past 10 years has been consistently below the sustainable yield capacity. The review has been independently audited and the audit report concludes that 'the datasets, models, approximations, systems and methodologies used in the calculation of sustainable yield for 2022 are reasonable and adequate for the purpose.'

The Annual Reports for 2022-23 shows that STT has been operating well below its allowable cut in recent years.

11.5.3 Manage non-wood products

STT oversees the licencing and operation of apiary sites within the DFA. This has been assessed at previous audits.

11.5.4 *Damage to growing stock*

Forest Officers are responsible for monitoring contractor performance with respect to damage to growing stock. Damage to growing stock is usually associated with thinning operations in plantations and partial harvest operations and habitat tree retention in native forests.

No instances of unacceptable levels of damage to growing stock were identified during this assessment.

11.5.5 *Infrastructure*

Construction and maintenance of forest infrastructure has been discussed earlier in this report. (Refer 11.3.6 and 11.4.4)

11.5.6 *Species selection*

Regeneration of native forests aims to emulate as closely as possible, the genetic make-up of the site that prevailed prior to harvest.

The Forest Management Plan provides details of the species selection. The Plan notes that 'there is a significant area of established *E. nitens* plantation that, following eventual harvest, may be suitable for future *E. globulus* plantings. Sustainable Timber Tasmania now aims to extend plantings of *E. globulus* into these areas where appropriate. *E. nitens* will continue to be the preferred species on higher altitude, frost-prone sites that are not suited to *E. globulus*.'

Species selection processes were demonstrated at South Bruny Island for the swift parrot forage habitat establishment project and also at HU304Y where the aim was a mixed species regeneration following clearfall.

11.5.7 *Silviculture*

The Forest Management Plan (Section 4.2) provides an overview of the forest types within the DFA and the silvicultural management approach that is being applied to each forest type.

Forest types include:

- Wet eucalypt forests
- Dry eucalypt forests
- Rainforest
- Blackwood forest
- Softwood plantations
- Hardwood plantations

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

11.6 Cultural values

Objective evidence:

Processes observed/demonstrated

- 11.6.1 Heritage values
- 11.6.2 Indigenous peoples' rights, responsibilities and values
- 11.6.3 Indigenous cultural values

11.6.4 Legal and traditional uses

11.6.5 Traditional knowledge and management practices

Related documentation

- Forest Management Plan – April 2024 (Section 4.4.2.5)
- High Conservation Values Assessment & Management Plan – August 2022
- Aboriginal Heritage Policy – June 2023
- Aboriginal Heritage Register Query Procedure – 2023
- Contractor Natural and Cultural Values – Photo Guide
- FPA Procedures for Managing Historic Cultural Heritage when preparing FPPs V.2.1 01.09.17
- Draft STT Reflect Reconciliation Action Plan – (March 2024 to March 2025)

Records validating processes

- Site recording examples e.g. RU029E and TGo28H
- Aboriginal Heritage Site Recording Form - KA024A 18.04.24

Interviews with key personnel

- Stewardship Manager and Senior Stewardship Advisors regarding identification and protection of cultural heritage values.

Comments*11.6.1 Heritage values*

The Forest Management Plan provides an overview of the organisation's approach to identification and management of cultural heritage. The Plan is supported by the Aboriginal Heritage Policy which provides the corporate commitment to identification and protection of aboriginal cultural heritage.

The Forest Practices Authority establishes the framework for management of cultural heritage values for activities under the Forest Practices System. Key FPA documents include:

- FPA Procedures for managing aboriginal cultural heritage when preparing forest practices plans
- FPA Procedures for managing historical cultural heritage when preparing forest practices plans

STT has developed documentation to support the identification and management of cultural heritage values including:

- Aboriginal heritage register query procedure – 2023
- Contractor natural and cultural values – Photo Guide

STT has recently reviewed its policies in relation to aboriginal cultural heritage management and has consolidated two policies into a new Aboriginal Heritage Policy. The policy includes specific commitments including recognition of intangible values.

The FPA is now responsible for management of data in relation to European heritage values. STT has developed a Photo Guide to assist contractors and staff with the identification of special values, including aboriginal and European heritage values.

Where STT identifies new areas or sites, STT records the information on a FPA Historical Site Recording Form which is provided to the FPA for recording and reporting. This was demonstrated for RU029E where a site was identified during the preparation of the FPP, and TG028H where a site was identified during operations.

Aboriginal Heritage Tasmania (AHT) is now the custodian of all indigenous cultural heritage information, and maintains a State-wide data set which STT may interrogate upon request. STT has developed a new procedure to assist this process. The Aboriginal heritage register query procedure describes the process for obtaining information from AHT. This was demonstrated for the recent request in relation to the 2023 three-year plan, and also for a site-specific event (KA024A) in relation to a location identified during forest operations.

The new procedure also applies to information requests in relation to non-forest practices activities such as a bushfire under emergency management, as well as a planned burn. STT demonstrated the process for the 2024 Brady's Lake Complex – five fires managed as a complex. In this instance, the Incident Management Team appointed an Aboriginal Heritage Officer to the incident team, in order to provide information and management advice for management of heritage values. This was supported by a PWS aboriginal fire officer who assisted with the rehabilitation phase of the incident and was tasked with searches for new artefacts that may have been exposed or uncovered as a result of fire suppression activities.

STT is attempting to engage productively with AHT, particularly with efficient and timely access to data.

STT is also in the process of developing a Reconciliation Action Plan (RAP) and the DRAFT RAP was available during the audit.

STT has identified and provided access to some in-house training for staff requiring access to the state-wide dataset for aboriginal heritage. STT is also restricting access to data provided by AHT to those members of staff who have appropriate accreditation.

The work that has been undertaken in recent times with respect to identification and protection of cultural heritage values is noted as a significant improvement.

11.6.2 Indigenous peoples' rights, responsibilities and values

11.6.3 Indigenous cultural values

11.6.4 Legal and traditional uses

11.6.5 Traditional knowledge and management practices

The Aboriginal Heritage Policy provides corporate commitments with respect to aboriginal heritage and engagement. This will be further endorsed through the RAP, once it is adopted.

The RAP includes an Acknowledgement of Country. The RAP notes that 'STT proudly collaborated with Tasmanian Aboriginal artist Reuben Oates who created a unique piece of art for our RAP, our organisation and our people.'

The RAP provides a Vision statement including Relationships, Respect and Opportunities. It also provides a summary of what STT does and how it does it including:

- Delivering effectively
- Developing capability
- Learning and innovating
- Growing value; and
- Listening and engaging.

- The RAP presents core objectives and provides an overview of the Reconciliation Action Plan journey including current and future initiatives.

STT plans to again engage directly with indigenous parties during the next review of the Forest Management Plan, which is anticipated to commence shortly. The review process will;

- provide for Indigenous peoples' input into decision making;
- acknowledge and apply Indigenous peoples' knowledge of sustainable development and management of forests with informed community consent;
- apply practices and protocols that are consistent with Indigenous peoples' cultural and spiritual values that support and endorse sustainable development and management of forests;
- where appropriate, communicate to the wider community Indigenous peoples' rights, interests and knowledge;
- support Indigenous peoples' economic and social aspirations in sharing benefits from the management of forests; and
- respect Indigenous peoples' cultural and traditional customs.

STT demonstrated the effectiveness of its processes for identification and protection of known values, as well as proactive identification and recording of new sites.

The RAP has identified some specific opportunities for supporting legal and traditional uses, with examples of activities that have already occurred.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

11.7 Social and economic benefits

Objective evidence:

Processes observed/demonstrated

- 11.7.1 Human rights and needs
- 11.7.2 Health and safety
- 11.7.3 Workers' rights
- 11.7.4 Equal employment
- 11.7.5 School-aged workers
- 11.7.6 Remuneration and conditions
- 11.7.7 Ethical behaviour
- 11.7.8 Local procurement
- 11.7.9 Optimal use
- 11.7.10 Local industry support and development

Related documentation

- STT Sustainable Forest Management Policy – July 2022
- Work, Health Safety and Wellbeing Policy – April 2024
- STT EBA – 2021
- Diversity and Inclusion Policy – Sept 2021
- Diversity and Inclusion Plan (2021 – 2024) – Sept 2021
- STT Code of Conduct Policy – August 2022
- STT Code of Conduct – Dec 2023

- Remuneration, Reward and Recognition Policy – March 2022
- Professional Development Guidelines – V.1 Feb 2024
- Forest Activity SOP (Permits)
- Forestry Safety Code (Tasmania) Nov 2021
- STT Research Agenda 2024-2027

Records validating processes

- Working with Vulnerable People Card
- Research and Innovation at STT – PPT Presentation
- FAA Application Form - Hollybank mountain bike event
- FAA
- STT Annual Report 2023
- STT Research Database – June 2024

Interviews with key personnel

- People and Culture Manager regarding people and culture (provision of resources, competence and awareness; workers' rights, remuneration and conditions).
- Strategy Manager and Research Coordinator regarding research activities.
- Finance Manager regarding sound economic performance.
- A/Northern Region Land Property Manager and A/WHs Manager SFO Land Management (South) regarding safety management systems public access and community well-being.

Comments

11.7.1 Human rights and needs

The Sustainable Forest Management Policy and The Forest Management Plan include commitments in relation to respect for human rights and the Universal Declaration on Human Rights.

11.7.2 Health and safety

STT maintains a safety management system in compliance with ISO45001:2018. Compliance to this standard requires that compliance obligations related to activities undertaken by workers engaged by STT are compliant to these requirements including relevant Codes of Practice such as Forestry Safety Code (Tasmania).

STT has recently implemented Phase 2 of its Forest Operations Safety Plan for contractors. This requires the implementation of Safety Work Procedures for risks and controls identified in the Baseline Risk Assessment (as part of Phase 1).

STT has developed Critical Risks and Controls with participation from workers. The communication of these to all workers supports the management of these risks.

11.7.3 Workers' rights

The STT EBA 2021 (Clause 41) includes provisions for compliance with all the requirements.

STT includes conditions in contracts for contractors to ensure that they comply with all requirements in relation to workers' rights.

11.7.4 *Equal employment*

STT has established policies in relation to equal employment opportunity. Specific policies and supporting documents include:

- Diversity and Inclusion Policy
- Diversity and Inclusion Plan (2021 – 2024)
- STT Code of Conduct Policy
- STT Code of Conduct

People and Culture provides a report to the board on a quarterly basis with respect to progress with the diversity and inclusion plan.

11.7.5 *School-aged workers*

STT engages school-aged workers through cadetships and work experience. Engagement of school-aged workers ensures that STT complies with legal requirements; formally contributes to or does not affect their education; and is not harmful to their health or development.

STT staff involved in working with children have a working with vulnerable people card.

The audit included participation of a current trainee cadet who is still attending school and undertaking a transition to employment and training program with STT.

STT required the cadet to complete high school (Year 12), prior to any formalised employment.

11.7.6 *Remuneration and conditions*

STT is currently negotiating a new EA for staff. The EA includes provisions for remuneration and working conditions.

STT has effective processes for ensuring contractor compliance with the standard requirements. Details are provided later in this report under Site/Process Assessment (Contractor management).

For STT staff and contractors, procedures ensure that:

- (a) all workers are engaged freely and are duly compensated;
- (b) it, and its contractors and subcontractors are in compliance with legal obligations creating minimum employee entitlements, including but not limited to those set out in national legislation and collective bargaining agreements;
- (c) wages of workers shall meet or exceed at least legal minimum wage or, where applicable collective bargaining agreements or, a living wage where this is considered higher than the legal minimum wages;
- (d) wages, salaries, superannuation and other entitlements and employment contracts are paid on time; and
- (e) working hours and leave shall comply with state or national legislation, or applicable collective agreements

11.7.7 *Ethical behaviour*

The Code of Conduct includes requirements for ethical behaviour and staff are required to agree to the Code as part of the induction process. STT is also providing face-to-face training regarding what the Code of Conduct requires.

11.7.8 Local procurement

The Forest Management Policy makes commitments to local procurement and the Forest Management Plan provides details of the importance of STTs forest management activities to supporting local communities across the state.

The PowerPoint Presentation (Forest Products) provided a summary of the contribution of STT activities to the Tasmanian economy including local procurement and processing.

11.7.9 Optimal use

1.7.10 Local industry support and development

The presentation also provided details of the optimal utilisation of harvested forest products.

As noted earlier, STT declared an improved utilisation outcome in the south with much higher value (due to change in specifications) and better domestic use.

The potential Hydrogen – vehicle fleet development and Project eclipse – plantation log sale provide further evidence of industry support and development.

11.7.11 Sound economic performance

STT has delivered a positive financial performance for the past 6 years and has provided a return to shareholders over that period.

STT has developed a framework for natural capital accounting and reporting in collaboration with the CSIRO.

The 2023 Annual Report provides details of the economic performance.

The Annual Report notes additional revenue arising from carbon. The report notes that 'During the year, the Group received emissions certificates amounting to \$299,000 (2022: \$Nil). The revenue is included in 'Other government funding.' The emission certificates are recognised at fair value in Inventory at Note D3.'

Financial statements are audited by the state government audit office.

11.7.12 Public access

11.7.13 Community wellbeing

STT provides public access for a variety of purposes, consistent with its commitments to providing public access for multiple use where it doesn't conflict with its forest management objectives.

Specific events and initiatives include:

- Community-based activities such as car rallies, orienteering, running, horse riding and bike riding
- Events such as the music and art festivals
- Research activities such as effects of climate change on trees, botanical gardens seed bank, seed collection from giant trees
- Collection of forest products (under licence) e.g. moss, tea tree sticks, pepperberry

STT generally does not impose a charge for community-based activities and research activities.

STT undertakes a risk assessment for each activity or event. Applicants submit an application form (online or via email). The majority of applications are approved, and where applications are rejected, applicants are provided with advice as to the reasons for rejection. STT works constructively with applicants to try to resolve any issues that may conflict with forest management objectives.

Specific examples demonstrated include:

- Hollybank mountain bike event
- Scientific information collection – Southern forests
- TV Production – Lake Pieman
- Music Festival

11.7.13 Community wellbeing

11.7.14 Research

The STT Research Agenda 2024-2027 describes the full range of research activities that STT is involved in. The Agenda identifies STT research needs and priorities by theme and program.

There are three strategic focus areas, namely:

1. Sustainably increasing the productivity, value and community support for management of Tasmania's public production forests
 2. Reducing greenhouse gas emissions
 3. adapting and building a diverse forest for improved resilience to climate change
- Themes have been developed under each focus area. For example, the following themes have been developed to support focus area 1:

- Improving the value of the forest resource
- Application of technology to all aspects of forest management to reduce costs and increase knowledge of different values (#digitalforests)
- Increase supply chain efficiency and safety
- Increase community support for forest management
- Forest regeneration

Specific projects with priority are developed under each theme. For example, under the digital forests theme, STT has developed the following projects:

- Applying the Internet of Things (IoT) broadly to forest management (high).
- Improving data capture, analysis and modelling systems for forest inventory and management decision support (high).
- Application of Virtual Tasmania to forest management (very high).
- Development of LiDAR derived forest inventory data (very high).
- Application of big data management for sustainable forest management (medium).

The Research Database provides details of the status of projects. The database notes the collaborative arrangements where applicable. Projects are categorised as follows:

- STT initiated
- STT Pilot Study
- STT facilitated
- STT supported

There are over 40 projects in the current program.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

Logo use

Objective evidence:

Processes observed/demonstrated

- Use of BSI Logos and certification marks
- Use of Responsible Wood and PEFC logos

Related documentation and records validating processes

- Responsible Wood: Logo licence agreement – 01.03.22

Interviews with key personnel

- Stewardship Manager regarding logo use.

Comments

STT has a current logo licence agreement with Responsible Wood. Some documents are yet to be updated with the current PEFC logos, however STT is aware of this issue and intends to correct any logos on all new templates through the document review process.

BSI logos are used as supplied by BSI.

The Document Management Procedure is being updated to clarify issues regarding logo use.

Some legacy documents still display the AS4801 logo. An opportunity for improvement is noted in this regard.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

Site assessments

HU304Y Stakeholder engagement

Objective evidence:

Processes observed/demonstrated

- Stakeholder engagement
- Site re-establishment

Related documentation and records validating processes

- Correspondence from stakeholders

Interviews with key personnel

- Stewardship Manager regarding process for handling complaints

Comments

The audit included an evaluation of STT processes for dealing with a number of complaints in relation to the planning and conduct of the clearfall operation at this site.

The complaints identified several issues including:

- Stakeholder identification
- Timeliness and effectiveness of communication
- Communication of changes to the proposed plan
- Landscape visual impacts
- Impacts on local hydrology

BSI has been aware of the issues in relation to this operation and has visited the site on three occasions (including this audit). BSI communicated directly with the complainants and met with one of the complainants, prior to the audit. BSI was advised to refer to the communication from one of the complainants who had communicated his specific concerns to STT in writing.

As a result of its own investigation into the complaints, STT has identified and acknowledged a number of deficiencies in its planning processes including:

- Effectiveness of stakeholder identification processes prior to the development of the FPP
- Untimely response in communicating the rationale for a change in the proposed harvest method prior to commencement.
- inadequate assessment of the visual impacts of the proposed operation

STT has recorded the failures as non-conformances in Vault and as a consequence, STT has reviewed and updated a number of related procedures.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

Contractor management

Objective evidence:

Processes observed/demonstrated

- Competence and awareness
- Operational control
- Local procurement
- Safety in operations

Related documentation

- Contract Management Procedure – (June 2021 – currently under review)
- Contracts Register - Current

Records validating processes

- Procurement slide in PPT presentation
- Contractor qualification (as at 30.04.24)
- Contracts (as at 28.04.24)
- Outstanding performance reviews – April 2024

- Performance reviews Due and completed – April 2024
- Contractor qualification App V2 - Screenshot

Interviews with key personnel

- GM Commercial, A/GM Operations, Administration Officer (Scottsdale), Manager – Harvesting and Transport; Stewardship Manager and Senior Stewardship Coordinator regarding contractor management.

Comments

STT supports around 600 businesses and provided over \$100 million to Tasmanian businesses in 2022/23. There has been a small (approx. 14%) reduction in the total number of businesses supported by STT contracts over the past 5 years.

All procurement contracts exceeding \$2 million are subject to preparation of a Tasmanian Industry Participation Plan. This is a voluntary requirement.

Contractor qualifications are verified prior to engagement through a pre-qualification process. STT provides support to potential contractors in the preparation and submission of contractor documentation. There are very few contractors that have been rejected through the pre-qualification process. The screening process covers the contractor's resource capability and experience.

Contractor engagement processes are noted as a key strength of the business.

STT closely monitors contractors and contracts, and regularly reports on contracts that are expiring. Likewise, STT undertakes performance reviews and routinely reports on overdue performance reviews.

STT includes requirements for ILO conventions in new contracts. Contractors are required to sign a declaration with respect to ILO conventions, however STT is yet to monitor or audit contractor compliance in this regard. This is noted as an opportunity for improvement.

STT conducts an annual rate review for contractor services. STT does not necessarily seek the lowest contract through the tender process.

The functionality of the Contractor Qualifications App was demonstrated. The App ensures that all requirements are verified as part of the pre-qualification process. Applications are subject to a review process prior to sign off and approval.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

Chain of responsibility and NHVL Requirements

Objective evidence:

Processes observed/demonstrated

- Chain of responsibility and mass management requirements

Related documentation and records validating processes

- Mass Management Policy and Procedure – July 2023
- Forestry Log Haulage Draft Code of Practice (in draft)

Interviews with key personnel

- Manager – Transport and Haulage regarding chain of responsibility and NHVR requirements.

Comments

STT closely monitors contractor compliance for haulage activities. The majority of contractors now have NHVL Accreditation. STT has taken action to manage compliance and has not extended contracts for contractors with a track record of non-compliance.

STT also closely monitors vehicle overloads. STT does not pay for any part of the load over the load limit. All significant overloads are recorded in Vault. STT has reported a significant reduction in overloads and continues to drive improvements in this regard.

Contractors are required to maintain records with respect to their vehicle fleet in the STT contractor portal. STT closely monitors the information in the portal.

Haulage routes are defined in Horizon and STT uses the NHVR Route Planner to ensure compliance with GML and HVL. Delivery arrangements include Destination Instructions which specify the haulage route. STT only pays for the shortest route, however the haulier may choose to travel on an alternative route due to improved road conditions. The contractor is required to have all permissions for using an alternative route.

Man-hour reporting has been introduced and contractors are now required to report on fuel use on a monthly basis.

The Carter Trucking App was demonstrated. There has been a steady improvement in the number of contractors using the trucking app. All but 12% of drivers are now using the app. To further improve performance, STT is now moving to LogR. STT anticipates the introduction of LogR in December 2024.

STT continues to work with industry on the development of the Forestry Log Haulage Draft Code of Practice.

STT is conducting random audits of trucks at the destination (November 2023 and April 2024). Audits identified no major compliance issues. Issues with crowning were identified, mostly due to loading in the dark.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

Legal update and protest management**Objective evidence:***Processes observed/demonstrated*

- Response to legal challenges and compliance obligations
- Management of protest activities

Related documentation

- Forest Protest kit

Interviews with key personnel

- GM Conservation and Land management regarding recent and current legal challenges.

- GM Commercial, A/CM Operations and RM South regarding protest management.

Comments

STT has successfully defended several recent legal challenges. These include:

Blue Derby Wild which challenged FPO bias and took over two years to resolve.

Styx coupe: challenge by the Wilderness Society, testing the word "may" with respect to bringing legal action for alleged forest practice breaches.

Both these cases were resolved in STT's favour.

Two other cases are still in disclosure phase. These include:

KD022: where the Bob Brown Foundation has sought an injunction, challenging the decision-making processes of FPO and requesting a statement of reasons.

Two other coupes TO055 and SH 045 where STT is not currently operating however the challenge follows a similar process to KD022.

In both these cases involve the engagement of consultant FPOs.

Throughout these proceedings STT has been regularly communicating with staff

In relation to protest management, STT has developed a Forest Protest Kit which includes a Prohibition Notice template to proactively manage serial offenders.

Authorised officers may ask people to leave. In all cases, the Police always involved.

STT staff wear body cameras and have dashcams in order to capture evidence of due process.

STT officers may approach protestors with police and issue a request to leave. Where necessary, Police Search and Rescue are responsible for removing any lock-on. Police have a duty of care and only those with specialised training can remove.

STT undertakes a risk assessment in order to determine if work can continue.

Staff may be asked to provide a statutory declaration to police, who take to court for trespass. Staff are responsible for keeping Communications and Senior Management informed at all times.

Offenders may be charged under the Police Offences Act by Police. STT does not make any prosecution.

The cases that have been finalised provide evidence that STT is meeting its legal obligations.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

South Bruny – roading and swift parrot forage habitat restoration**Objective evidence:**

Processes observed/demonstrated

- Road construction and maintenance
- Weed control

- Community services obligations
- Site safety induction
- Emergency preparedness
- Establishment of mature seedlings (*E. Ovata*)
- Re-vegetation and carbon sequestration project
- Swift parrot habitat support - feed tree establishment
- Response and climate change adaptation (*E. globulus*)
- In zone and outcomes of zone species selection
- Establishment of 45ha of foraging habitat
- Provenance trial establishment
- Browsing controls – fencing with wire netting and electric fencing
- re-use of fencing materials
- Biocontrol of rabbits – eagle predation
- Wet weather restrictions
- Herbicide use – spot application
- Fertiliser application – tablet
- Use of local suppliers and labour

Related documentation and records validating processes

- Various FPPs

Interviews with key personnel

- Coordinator – Forest Products, FO Forest Management Assets, Forest Officer – Roding and Coordinator Roding Southern Region regarding the road construction project and the establishment of swift parrot forage habitat on South Bruny Island.

Comments

STT demonstrated two operations on South Bruny Island. The first was road repair and reconstruction of a washed out crossing. While the road was not in use for STT operations or activities, it forms a critical component of public access in that part of the island.

The re-construction project was completed successfully, and the road is now safely trafficable to the public. All documentation with respect to the planning and conduct of this operation was provided for audit.

The second project site was at SB040B. This is an area of land that was formerly a grazing lease. When the lease was not renewed, STT committed to several projects on this site – one being swift parrot forage habitat development and the other being the carbon project.

The project is being developed in stages, with areas being fenced off to prevent browsing of seedlings in the early stages of establishment. The audit provided an opportunity to assess a range of processes (as listed above).

The project will involve the re-use of fencing materials as each section of the newly planted areas become tall enough to withstand browsing pressure from a range of feral and native mammals. The project has also involved extensive stakeholder engagement as the site is a recreational area for locals and visitors.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

Management of fire towers**Objective evidence:**

Processes observed/demonstrated

- Management of fire towers

Related documentation and records validating processes

- Fire Tower Monitoring Forms e.g. Tylers Hill 09.03.24
- Engineers Advice 18025 EA03 Tylers Hill

Interviews with key personnel

- Senior Forest Officer – Fire Management regarding management of the fire towers.

Comments

STT operates 7 fire towers in the Southern Region. Fire tower operators are contracted to STT. During the fire season, duty officers determine when fire towers need to be manned. Fire towers are subject to a yearly inspection to determine any maintenance issues (e.g. clearing a safe area around the tower). Records of inspections were readily available. Inspections cover access, security and communications. Towers are inspected every five years by a qualified engineer to ensure continuing suitability.

The South Bruny tower is not currently operational due to access and visibility issues.

STT has installed cameras on three of the seven towers in the south and the operation of the cameras was demonstrated for Tylers Hill.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

Burn planning and execution**Objective evidence:**

Processes observed/demonstrated

- Burn planning and execution

Related documentation and records validating processes

- Regeneration Burn (FOP) – SO034B 08.02.24
- Regeneration Burn – Operational Plan SO034B 08 27.04.24

Interviews with key personnel

- Senior Forest Officer – Fire Management regarding burn planning and burn plan execution.

Comments

The burn planning and preparation process was demonstrated for SO034B. The burn planning procedure requires peer review of the plan, prior to sign off. The plan covers all aspects associated with the plan, including risk of escape, traffic control and smoke management.

The Operational Plan records are maintained in iAuditor. The checklist provides a record of the toolbox talk and pre-operational instructions. Fuel moisture is routinely monitored on the day and iAuditor maintains records of fuel moisture.

STT aimed to minimise damage to retained trees within the coupe and aerial imagery from the following morning showed the effectiveness of the efforts taken to protect retained trees. There was virtually no damage beyond the perimeter of the planned burn.

STT is developing an improved planning process which was demonstrated for KD040I. The audit confirmed that bark and debris heaps have been correctly located in the planning process.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

Native forest harvesting and swift parrot management – SO034B and HP031I

Objective evidence:

Processes observed/demonstrated

- Operational planning
- Contractor induction

Related documentation and records validating processes

- Forest Operations Plan – Clearfall with retention SO034B 16.02.23
- Pre-harvest plan map (showing transects).
- Harvesting Induction Records (Contractor handover) – 17.02.23
- Operational Coupe Notes SO034B e.g. 17.02.23, 21.02.23, 06.03.23, 09.03.23,
- Harvesting Monthly Monitoring Report – SO034B 28.06.23
- Consultation Manager Records – HP031I
- HP031I BIO Evaluation Sheet – 26.04.23
- Harvest Induction Record – HP031I 30.05.23
- Coupe diary records – HP031I 18.05.23, 02.06.23, 13.06.23, 19.06.23
- Coupe Clearance Report – HP031I 25.07.23

Interviews with key personnel

- Forest Operations Manager (South) and FO – Harvesting Supervisor regarding planning and supervision of operations to minimise any potential for adverse impacts on swift parrots.

Comments

Prior to harvest, this site was predominantly *E. Obliqua* with limited forage opportunity for swift parrot. There was some older regrowth with hollow-bearing stems. STT undertook three transects to assess potential habitat. The harvest area was reduced to avoid areas of potentially high or medium habitat.

This site demonstrates best practice in finding the balance between habitat tree retention and clearfall with retention. The contractor induction process was demonstrated and STT has since refined the iAuditor template for clarity. The induction and handover process is thorough and requires the contractor to verify and/or validate responses,

Where trees are removed for safety reasons, STT maintains records including justification. The system is being improved to automate the capture of such information.

The operation was completed before the end of June 2023 and the Monthly Inspection Report provides details of the completion. Restoration activities such as drainage and restoration of snig tracks was undertaken progressively during the operation and there were no outstanding operational or corrective measures required on completion of this operation.

A similar process was demonstrated for HP031I and all records were readily available. This site required a greater level of stakeholder engagement and records from Consultation Manager provide evidence of effective communication and engagement. Neighbours had differing needs with respect to retention and removal of trees. STT was able to accommodate the needs and expectations of all parties in this regard.

The site included a heritage item (historical tramway) which was identified and protected during the operation. The Biodiversity Evaluation Sheet provides details of the swift parrot habitat assessment. The site provided limited value as foraging habitat and any areas with medium value were identified and excluded from the proposed plan. Areas identified with potential nesting values were excluded from the harvest plan footprint. The original plan considered around 80 hectares of forest for harvesting. Following the biodiversity assessment and planning process, the final area was closer to 16 hectares spread across three zones.

Contractor induction records demonstrate a high level of awareness of the contractor. The induction included identification of wedge-tailed eagle and grey goshawk, as well as haulage restrictions.

Coupe notes were maintained regularly throughout the operation. Diary notes included photographs of site signage. The coupe clearance report identified issues with roading that required correction.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

Plantation clearfall – HA006C ([REDACTED])

Objective evidence:

Processes observed/demonstrated

- Planning and supervision of harvest operations
- Contractor induction and handover

Related documentation and records validating processes

- FPP Plantation clearfall - HA006C 31.03.23
- Eagle search – HA006C 16.05.23

Interviews with key personnel

- Forest Operations Manager (South) and FO – Harvesting Supervisor regarding planning and supervision of a plantation clearfall operation.

Comments

This assessment was conducted remotely due to health issues on the day. The interview with staff and the contractor was carried out using Microsoft Teams. There were no connectivity issues and the objectives were achieved.

The operation was quite straightforward and the records provided confirmed effective planning and supervision.

The FPP included details with respect to wedge-tailed eagle and white breasted sea eagle assessment which was required prior to commencement. The search focused on modelled likely habitat within a 1km radius of the coupe. No nests were detected.

All infrastructure was already in place. No new roads or crossings were required. The FPP specified harvesting conditions including landing placement and landing management, as well as requirements for snig and extraction tracks. There was no manual felling. The FPP specified requirements for boundary management and machinery types.

The FPP also included requirements for Streamside management – the plantation has areas with Class 4 streams which had been planted out historically. The Class 4 streams are clearly identified on the FPP Map.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

Site preparation – HP011I

Objective evidence:

Processes observed/demonstrated

- Site preparation
- Slash management

Related documentation and records validating processes

- Field Operations Meeting notes
- Contractor Job Specification for Site Preparation – HP011I 23.05.24
- Operational Coupe Notes – HP011I e.g.
- FPP #DFR0099-01 19.09.19

Interviews with key personnel

- Coordinator – Forest Management and FO Forest Management Assets regarding planning and supervision of site preparation activities.

Comments

The site is being re-established with *E. nitens*. STT has trialled an alternative method to site preparation at this site. The method involves slash management without the usual heap-and-burn approach.

This innovation has potential to reduce carbon emission associated with re-establishment activities. The effectiveness of the process is influenced by topography, windrow direction, and row direction.

STT has effectively communicated the requirements to the contractor and the objectives are being achieved.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

Planned Burn - WW020E

Objective evidence:

Processes observed/demonstrated

- Burn planning and execution

Related documentation and records validating processes

- FPP WW020E

Interviews with key personnel

- Senior Forest Officer (Fire) and Safety Advisor Southern regarding planning and supervision of the planned burn.

Comments

This burn was carried out in proximity to a 20ha pencil pine community. The site was hand lit before rain. The burn was very well executed with negligible damage to the adjacent forest. The site was sown immediately after the fire and seedlings were observed already emerging.

This operation provided a textbook example of a well-planned and well-executed burn.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

Brady's Lake fire complex

Objective evidence:

Processes observed/demonstrated

- Emergency preparedness and response (to unplanned fire)

Related documentation and records validating processes

- FPP #JWW0044-01 14.05.21

Interviews with key personnel

- Safety Advisor Southern and Senior Forest Officer Fire regarding management of the STT response to the Brady's Lake fire complex.

Comments

The assessment also witnessed post-fire recovery and perimeter rehabilitation and restoration.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

Black Bobs Quarry – installation of pipe and culvert**Objective evidence:***Processes observed/demonstrated*

- Quarry management
- Construction of a crossing including the installation of a pipe and culvert

Related documentation and records validating processes

- FPP Black Bobs Quarry – pipe construction

Interviews with key personnel

- Coordinator - Roding (Southern Region), and Forest Officers (Roding) regarding roading and construction of a pipe and culvert at Black Bobs Quarry.

Comments

STT has recently installed a pipe and culvert at this site to manage local runoff from the quarry. The work was completed in a very tidy manner with correct installation of a downstream sump to minimise the risk of any turbid water carrying excessive sediment loads into nearby waterways.

All site documentation and records were readily available.

The site has provided valuable training and experience to the Forest Officer (Roding) responsible for supervising the construction work.

Blasting at the quarry was completed several months ago and there is no plan for further blasting in the foreseeable future. The stakeholder engagement processes for managing the blasting were conducted effectively.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

Native Forest Clearfall operations BD001B - [REDACTED]**Objective evidence:***Processes observed/demonstrated*

- WTE management
- Variation from Shelterwood to Clearfall
- Reduction in area
- Roding variation for improved safety access
- Road construction and maintenance

Related documentation and records validating processes

- FPP # JWW0044-05 – BD011B Variation #3 18.09.23

Interviews with key personnel

- Coordinator - Roding (Southern Region), and Forest Officers (Roding) regarding roding and construction of a pipe and culvert.

Comments

The site was not operational at the time of the visit, as the windy conditions had forced the contractors to stop work earlier in the day. The Forest Practices Plan had undergone several variations, including the change from shelterwood to clearfall. The most recent variation being Variation 3 to add Tree Fern DOP and prescriptions.

Other requirements in the FPP related to wedge-tailed eagle nests and requirements for working near powerlines. The FPP required vehicle washdown prior to entering the site (clean on entry) as well as washdown prior to leaving the site.

The FPP included requirements for:

- Building access to the forest (roding): which covered location and specifications for landings , felling, logging equipment, streamside management and restoration.
- Harvesting of the timber: which provided location and specifications for landings, extraction tracks, felling , logging equipment, streamside management and restoration.
- Conservation of natural and cultural values: which included specifications for flora and fauna, earth science, cultural heritage and landscape.
- Establishing and maintaining forests: which provided details for establishment (site preparation, burning and sowing); restoration (including roding, fire breaks and requirements for vacating the coupe); protection of growing stock (covering fire protection, browsing control,); assessment of reforestation (stocking standards)
- Management of fuels, oils and rubbish
- The FPP included a detailed map which displayed the initials of all parties inducted to the coupe. STT has developed an alternative entry to the Lyell Highway to improve sight distances and safety at the point where vehicles leave the site. This involved the construction of a new creek crossing.

All site documentation and records were made available for the assessment.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

BA368B Pine plantation establishment, carbon project**Objective evidence:***Processes observed/demonstrated*

- Contractor planting crew and planting technique, planning for planting operation, streamside management, harvesting and planting boundary identification, illegal activities relating to access and firewood, fauna and flora management, special management zones, burning operations, hazard identification, inductions, neighbour / stakeholder notification, site establishment and weed management (pre-plant aerial spraying), mammal browsing control, contractor workers rights, local procurement and contractor safety, road and crossing maintenance

Related documentation

- Contractor Job Specification - Site Establishment [REDACTED] BA368B
- Contractor Job Specification - Aerial Spraying BA368B
- Contractor Job Specification - Mammal Browsing BA368B
- Application for Variation to Certified Forest Practices Plan Var. No. 2
- Application for Variation to Certified Forest Practices Plan Var. No. 4
- Forest Practices Plan JMB0081-01

Records validating processes

- Harvesting Monthly Report [REDACTED] / BA368B - 29.08.23
- Firebreak and Tracking Monitoring template BA368B 9.04.24
- Take 5 Monitoring site with Work experience students 29.08.23
- Take 5 Site establishment supervision 12.04.24
- Aerial Spray Notification 3.04.24
- Northern Region Forest Practices Plan - Peer Review Sheet BA368B 29.11.17
- Woodstock Forest Service Site risk Assessment

Interviews with key personnel

- Supervisor contractor and planters
- Coordinator Forest Management and Forest Operations Manager

Comments

Management of weeds pre-planting as part of site preparation including areas affected by Gorse. Burning of windrows had been undertaken recently to reduce large woody debris on the site. Inspection of special management zones particularly retained native vegetation in accordance with defined boundaries.

There had been evidence of illegal firewood collection and access to the forest. A locked gate has been installed at entry points to the forest.

Participate in induction provided by contract planting supervisor which included identification of risk / hazards and controls, such as hot soil after burning and emergency meeting points, communication and access to site.

Review site establishment plans including mounding, preplant spraying and burning prior to planting. Pine seedlings that are within proximity to the edge of the plantation have stockings to protect from mammal browsing. Shooting is also being undertaken to reduce impacts on seedlings.

Observation of planting technique used by planters and quality control using contractor quality surveys.

Discussion with contractor regarding workers rights including fair pay and piece rates, recruitment of local workers onboarding and retention, safety incidents relating to sprains and strains.

The plantation footprint had been modified to increase setbacks from streams to ensure streamside reserves are compliant with the Code of Practice.

Review of Application for Variation to FPP No. 2 to amend plantation species to *P. radiata*. The plantation is being restocked with *P. radiata* rather than eucalypt since it is deemed to be a poor productivity eucalypt site and will be also be a carbon plantation.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

LR 447A Native forest partial harvest, Inland fishery collaboration**Objective evidence:***Processes observed/demonstrated*

- Contractor harvesting, log measurement, product segregation and traceability, chain of custody, contractor management and safety, streamside management, fauna and flora identification, special management zones, hazard identification, inductions, neighbour / stakeholder notification and management, road maintenance, cultural heritage.

Related documentation

- Forest Practices Plan JDT0072-01
- Contractor Photo Guide to Natural and Cultural Values
- Safe Work Procedure - Loading and Load Restraint
- Loading and Load Restraint Audit - Checklist

Records validating processes

- Safe Work Procedure - Loading and Load Restraint signed 17.05.24 and 20.05.24
- Baseline Risk Assessment
- [REDACTED] Audit Schedule
- Log preparation measurement and Marking Audit
- Log docket and barcode No. 2273026
- Woods Lake - Planned access Improvements - May 2023

Interviews with key personnel

- Contractor: [REDACTED], Forest Officer, Forest Operations Manager, A/WHS Manager

Comments

The contractor harvesting site is adjacent to Woods Lake which is a popular camping and fishing destination. Stakeholder management determined that harvesting operations are discontinued in peak and shoulder seasons. Communications using UHF are promoted for vehicles accessing site with road closures when tree felling is within 2 tree lengths of access road.

Contractor induction was comprehensive and identified hazards and risks associated with operational activities at the site. The contractor has implemented phase 2 of the FOSP which now includes Safe Work Procedures and monitoring of these to confirm controls are effective. Feedback from contractor was positive in terms of the process for managing risks and controls for work activities.

Participated in and log preparation measurement and marking audit of forest operations which assessed controls were in place for this activity. Reviewed log grading and measurement.

Discussion with harvesting crew regarding hazards relating to slip trips and falls on rocky ground, machine harvesting which can be used to remove smaller trees for large tree faller and remove hazards relating to contact with other tree limbs. The Harvesting Crew also demonstrated a good knowledge of

threatened flora and fauna and recording of incidental sightings and aboriginal cultural heritage. A wedge tail eagle was sighted and STT notified as well as stop work in area.

Review or prescriptions for partial harvesting and modified harvesting adjacent to Woods Lake including management of 40 metre streamside reserve. Streamside reserves are marked with Blue tape. Rocky outcrops and scree fields are identified and excluded from harvesting.

Review of carpark existing track upgrade operations conducted by STT engaged contractor as part of engagement with stakeholder.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

HU304Y Native forest regeneration, Stakeholder engagement

Objective evidence:

Processes observed/demonstrated

- Planning for site establishment and aerial seeding operations, forest regeneration surveys, site and catchment hydrology, streamside management, protest actions during forest operations actual and alleged, fauna and flora management, special management zones, burning operations, hazard identification, induction, neighbour / stakeholder notification and engagement, site establishment and weed management operations, mammal browsing control, aesthetic values, contractor management

Related documentation

- Forest Practices Plan - HAO0015
- Regeneration Burn Forest Operations Plan

Records validating processes

- STT: Post Harvest Coupe HU304Y off Nuttings Road Meander Groundwater Issues 20 March 2024
- STT Letter dated 20 Oct 2024 - Review of response to formal complaint
- Letter dated 29.08.23 from neighbour and response to STT letter 10 July 2023
- Consultation Manager - neighbour various
- STT Letter dated 1 March 2023 Commencement of planned burning season

Interviews with key personnel

- Contractor, Forest Officer Forest Management, Forest Operations Manager, A/WHM Manager, NE Communications adviser, Stewardship Manager.
- Interviews took place remotely and were followed up with a field audit.

Comments

Review of independent hydrology report and inspection of soak following complaint by neighbour regarding loss of water to natural spring as a result of harvesting operations. The report recommended that the area around the soak and within the harvested area could be ripped to support water penetration of ground.

Review of stakeholder communication with neighbour complainant including management of issues relating to notification prior to forest operations commencing, investigation of impacts on soak by

independent qualified hydrologist and removal of adjacent coupe from future wood production plans until regeneration of HU304Y in accordance with the FPP. Stakeholder interactions were proactive and demonstrated an appropriate level of interaction and feedback was undertaken.

The site has been accessed by stakeholders who were not supportive of the forest operations undertaken, spray-painting 'vandals' on large rocks at the site. Further, stakeholders have placed eyes on trees and cameras on access roads. This has had the effect of intimidating forest workers. Similarly, regeneration assessment plots have been removed or damaged, disrupting the monitoring process. One stakeholder also threatened to compromise the safety of mammal shooting operations. These actions have resulted in workers being exposed to psychosocial hazards.

The impact on visual amenity has largely been reduced following the proliferation of primary colonisers and transient weeds on the site following the failed regeneration.

Review of Forest Practices Plan as it relates to reforestation including burning to achieve required stocking levels in accordance with Forest Practices Code.

Review of regeneration burning plan and discussion on site regarding scorching heights of areas of trees outside special management zones.

Review of current operations to scarify soil using excavator tines and aerial seed the site as well as increasing the intensity of mammal browsing operations. Weed removal will be done manually – there is no plan for spraying, given the stakeholders' sensitivity to forest operations.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

Pallawah Bridge Replacement

Objective evidence:

Processes observed/demonstrated

- Road and bridge construction, soil and water management, historical heritage, neighbour and stakeholder engagement, contractor management, procurement, safety management

Related documentation

- Contractor Job Specification: Roding Works
- Pallawah Bridge Concept Design Rev B

Records validating processes

- Requisition for Roding works 25 March 2024 - [REDACTED]
- [REDACTED] Scope of works

Interviews with key personnel

- Interview with Forest Officer Roding and Assistant GM Forest Operations

Comments

The replacement of Palawa Bridge has been a longstanding stakeholder consultation process, involving 3 private landowners⁰ to reach an agreement regarding access land adjacent to STT forest via a bridge over the Forth River in Lemonthyme.

Works consisted of demolition and removal of condemned existing log and timber structure with a single lane concrete and steel girder bridge by Contractor [REDACTED].

Neighbour notification included HydroTas who had a monitoring station adjacent to the bridge structure. Roads were closed for Patons Road and Pallawah Road with communication undertaken internally and externally.

Risks / hazards identified relating to location and activity for handover to contractor who took exclusive possession of the site. As part of handover of site STT reviewed contractor's safe systems of work. STT contract and job specifications includes WHS criteria and controls, such as a quality, safety and environmental management plan, to ensure safe systems of work are implemented by contractor and contracted workers.

The abutment to the condemned bridge had dry stone wall abutments. These were largely retained as part of the instalment of the new bridge. It was not identified that this structure was of heritage significance.

The installation of drainage structures on the road as it approaches the bridge to minimise sediment entering Forth River are yet to be installed.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

Weed Management and Community support

Objective evidence:

Processes observed/demonstrated

- Neighbour notification, stakeholder engagement, weed management, threatened species management, contractor management, safety management

Related documentation

- Contractor Job Specification Aerial Spraying Strahan IST Yard
- Letter [REDACTED] and permission to work on your Land - 12 July 2023
- Contractor Job Specification - Ground Spraying
- Code of Practice for Ground Spraying - Agvet
- Application for Variation to Forest Practices Plan
- Forest Operations Plan - Roger River Road / Sumac Road

Records validating processes

- Aerial Spray Notification Agvet Chemical Program
- Stakeholder letter to neighbours
- Letter 12 March 2024 - Planning for Proposed silvicultural chemical application
- STT Northern Region NOI
- Letter Inkweed Contribution and permission to work on your Land - 12 July 2023
- Forest Activity Permit - [REDACTED]
- 23/05/2024 - Email for Planner to add SMZ
- Correspondence with [REDACTED] - Marrawah Skipper
- WEED Action Fund WAF NW Multi-stakeholder and Asset Protection Zone

Interviews with key personnel

- Senior Coordinator - Forest Management

Comments

Review of various coordinated weed management operations on forest coordinated with stakeholder groups including:

- neighbours adjacent to Strahan IST Yard where a drone was used to conduct aerial spraying operations adjacent to a residential area.
- coordination with NRM who conducted ground based operations to control weeds on King Island, specifically to control inkweed. Engagement included identification of hazards as part of Contractor Job Specification.
- permission for [REDACTED] to undertake wildling removal under a forest activity permit. The permit included conditions for the operation to be led by a qualified chemical user and a day of operations plan to be completed (not yet received).
- permission provided by TG0200 Powerline - [REDACTED] to manage weeds under powerline including Fox Glove, Californian Thistles and globulus coppice using spot spray techniques. Coordinated approach required to support management of Marrawah Skipper, a threatened species of butterfly.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

Upper Natone/ CA151A Reserve management - Castra Falls Walking track**Objective evidence:***Processes observed/demonstrated*

- stakeholder engagement, recreation management, public safety and forest access.

Related documentation

- CA151A Lease Area Summary
- STT Lease No. 20582 - with Central Coast Council

Records validating processes

- Consultation Manager - Stakeholder interactions various

Interviews with key personnel

- Communications Advisor and Planning Coordinator

Comments

Review of stakeholder engagement process with community group 'Protect our forests' that expressed interest in forest operations planned for CA151A following access to 3 year plan of operations. STT had not commenced any planning for forest operations at the time of the initial contact with stakeholder groups.

STT have entered into a lease arrangement with Central Coast Council for the purpose of public recreational reserve and requires Council to be subject to all liabilities relating to the site for a period of 10 years.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

Depot inspection - Camdale

Objective evidence:

Processes observed/demonstrated

- Facilities management, storage and handling and disposal of chemicals, washbay, small plant and equipment, lifting equipment

Related documentation

- Depot Inspection checklist in iAuditor

Records validating processes

- Depot Inspection checklist in iAuditor dated 28 March 24 and 30 April 24

Interviews with key personnel

- Forest Officer - Roading

Comments

Inspection of Camdale office and Depot to assess the effectiveness of controls including:

- storage and handling and disposal of chemicals in chemical store. Confirm chemical bunds are intact and spill kits available including with PPE.
- first aid kits and defibrillator are inspected and in service and appropriately located.
- electrical equipment and RCD on boards are tested and tagged.
- biodegradable quick break detergents are used in conjunction with wash bay and oil water separator is maintained and in use.
- inspection of racking and lifting equipment and hoist.
- guarding is in place for
- Inspection of storage areas to confirm that equipment is in service or tagged out of service.

The audit found that lifting equipment is not being inspected and tested in accordance with Australian Standards at all sites. At Camdale depot, slings have not been inspected 3 monthly i.e. overdue by 2 months but available for use. Similarly, the following equipment has either not been inspected or the inspection schedule is not at the required frequency required by Australian Standards for: chain-blocks, chain slings, wire ropes and racking. This has been raised as a minor non-conformance.

Assessment conclusion

Processes have not been implemented effectively and outcomes are not consistent with the requirements of the Standard.

BV015B Native forest clearfall (special value management and stakeholder management)

Objective evidence:

Processes observed/demonstrated

- Contractor harvesting, contractor management and safety, streamside management, protection of threatened ecological communities, hazard identification, inductions, neighbour / stakeholder notification and management, road maintenance, traffic management, visual management

Related documentation

- Forest Practices Plan DRT0665-01

Records validating processes

- Baseline Risk Assessment - [REDACTED]

Interviews with key personnel

- Contractor: [REDACTED], Forest Officer Forest Operations, Communications Advisor and Planning Coordinator. Harvesting Roding Sales Coordinator Senior Forest Management Coordinator

Comments

Stakeholder engagement processes included cart route risk assessment (not sighted) to determine controls for heavy vehicles from forestry and 2x quarry operations. Also, noise from traffic minimised by limiting carting operations between the hours of 7am and 6pm only and water cart operated as required to limit dust.

Induction by contractor to determine risks, review of baseline risk assessment and sign on. Discussion regarding emergency meeting points.

Inspection of extraction tracks adjacent to drainage depression and adherence to boundaries including marking with blue and yellow flagging tape for special values containing threatened ecological community, namely *E. Brookeriana*.

The entire coupe is constrained by Wedge Tail Eagle (WTR) management zones, so harvesting has been limited to outside the WTE constraint period.

Review of protocols and inspection in the field for Large Trees >250cm DBH. No large trees were identified in the Coupe.

Review of visual amenity and buffer provided for [REDACTED] and recreation activities adjacent to Lake Mikany.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

DP027E Plantation establishment

Objective evidence:

Processes observed/demonstrated

- Aerial Spraying (Drone), site establishment, road maintenance including culverts, neighbour and stakeholder notification.

Related documentation

- Contractor Job Specification Drone Spraying - CP027E

Records validating processes

- Aerial Spray Notification - Agvet Chemical Program dated 29.01.24
- Pesticide Application Monitoring template
- Analytical Services Tasmania Report No. 116235 dated 13 Feb 2024

Interviews with key personnel

- Planning Coordinator. Harvesting Rooding Sales Coordinator Senior Forest Management Coordinator

Comments

Review of processes relating to site establishment and aerial spraying using a drone. Water sampling post spray indicated the presence of Metsulfuron Methyl in water sample from water course outside spray area, however, the result was very low concentration, and within acceptable limits under ADW Guidelines.

Chemical spraying operations included participation and request from neighbour whose residence was 100m from spray area to manage thistle and fireweed adjacent to his property.

Site specific hazards were identified relating to public road and powerlines.

Inspection of road maintenance activities that included gravelling and culverts at spacings to meet code requirements.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

IR038B Plantation Harvest Restoration

Objective evidence:

Processes observed/demonstrated

- Threatened species management and buffer zones, regrowth

Related documentation

- Nil

Records validating processes

- Nil

Interviews with key personnel

- Planning Coordinator. Harvesting Rooding Sales Coordinator Senior Forest Management Coordinator

Comments

Inspection of plantation forest that has been harvested and which has protected areas that provide habitat for Marrawah Skipper *Oreisplanus munionga subsp. larana*

The butterfly is listed as Endangered under the Threatened Species Protection Act 1995 and is confined to the northwest of Tasmania. Areas of sedge (*Carex apressa*) are its prime habitat resting in the cylindrical shelter formed from two sides of the sedge leaf joined together. Examples of this shelter were sighted in the field.

Assessment conclusion

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard.

Opportunities for improvement identified during this assessment

Finding Reference	2494677-202405-I1	Certificate Reference	OHS 603481
Certificate Standard	ISO 45001:2018	Clause	9.2.1
Location reference	0047483115-001		
Assessment Number	3780244		
Category	Opportunity for Improvement		
Area/Process:	Internal audit		
Details	The management system provides insufficient detail as to how some specific sections within ISO 45001 that differ slightly from AS4708 (e.g. procurement, management review, non-conformance corrective action, leadership and worker participation), are considered in the internal audit planning process.		

Finding Reference	2494677-202405-I2	Certificate Reference	OHS 603481
Certificate Standard	ISO 45001:2018	Clause	7.5.1
Location reference	0047483115-001		
Assessment Number	3780244		
Category	Opportunity for Improvement		
Area/Process:	Documentation		
Details	Some legacy documents still display the AS4801 logo.		

Minor (2) nonconformities arising from this assessment.

Finding Reference	2494677-202405-N1	Certificate Reference	OHS 603481
Certificate Standard	ISO 45001:2018	Clause	8.1.1
Location reference	0047483115-001		
Assessment Number	3780244		
Category	Minor		
Area / Process:	Operational control		
Statement of non conformance:	Processes for ensuring that routine testing and inspection of lifting equipment at all sites are not fully effective.		
Clause requirements	<p>Operational planning and control - General</p> <p>The organization shall plan, implement, control and maintain the processes needed to meet requirements of the OH&S management system, and to implement the actions determined in Clause 6, by:</p> <p>a) establishing criteria for the processes;</p> <p>b) implementing control of the processes in accordance with the criteria;</p> <p>c) maintaining and retaining documented information to the extent necessary to have confidence that the processes have been carried out as planned;</p> <p>d) adapting work to workers.</p> <p>At multi-employer workplaces, the organization shall coordinate the relevant parts of the OH&S management system with the other organizations.</p>		
Objective Evidence	<p>Lifting equipment is not being inspected and tested in accordance with Australian Standards at all sites. At Camdale depot, slings have not been inspected 3 monthly i.e. overdue by 2 months but available for use. Similarly, the following equipment has either not been inspected or the inspection schedule is not at the required frequency required by Australian Standards for: chainblocks, chain slings, wire ropes and racking.</p>		
Cause			
<p>There was a lack of awareness that some chains required 3 monthly inspections. Consequently,</p> <p>the team responsible for checking the lifting chains did not organise for the chains to be checked within the required timeframe.</p>			
Correction/containment			
<p>The chains requiring three monthly checking have been removed from service. - WHS advisor NW</p>			
Corrective action			

Verify Testing frequencies for lifting chains - Senior WHS adviser 10 June 2024
 Review use of lifting chains given testing frequencies. Senior WHS adviser 10 June 2024
 Implement outcomes of review, namely cease use of chains requiring quarterly checking.
 Senior WHS adviser 10 June 2024.
 Review and update related procedures for routine testing.
 Organise for chains to be tested at designated frequencies - Roading coordinator NW.

Finding Reference	2494677-202405-N2	Certificate Reference	OHS 603481
Certificate Standard	ISO 45001:2018	Clause	6.1.1
Location reference	0047483115-001		
Assessment Number	3780244		
Category	Minor		
Area/Process:	Risk Management		
Statement of non conformance:	The Risks Management Framework Procedure does not describe the process for reviewing risks in the Vault in situations where there has been a change in the significance of risk, or changes following an incident.		
Clause requirements	<p>Actions to address risks and opportunities</p> <p>When planning for the OH&S management system, the organization shall consider the issues referred to in 4.1 (context), the requirements referred to in 4.2 (interested parties) and 4.3 (the scope of its OH&S management system) and determine the risks and opportunities that need to be addressed to:</p> <ul style="list-style-type: none"> a) give assurance that the OH&S management system can achieve its intended outcome(s); b) prevent, or reduce, undesired effects; c) achieve continual improvement. <p>When determining the risks and opportunities to the OH&S management system and its intended outcomes that need to be addressed, the organization shall take into account:</p> <ul style="list-style-type: none"> - hazards (see 6.1.2.1), - OH&S risks and other risks (see 6.1.2.2) - OH&S opportunities and other opportunities (see 6.1.2.3); - legal requirements and other requirements (see 6.1.3); <p>The organization, in its planning process(es), shall determine and assess the risks and opportunities that are relevant to the intended outcomes of the OH&S management system associated with changes in the organization, its processes, or the OH&S management system. In the case of planned changes, permanent or temporary, this assessment shall be undertaken before the change is implemented (see 8.1.3).</p> <p>The organization shall maintain documented information on:</p>		

	<ul style="list-style-type: none"> - risks and opportunities; - the process(es) and actions needed to determine and address its risks and opportunities (see 6.1.2 to 6.1.4), to the extent necessary to have confidence that they are carried out as planned.
Objective Evidence	While STT has provided evidence that demonstrate that risks have been reviewed, some of the records in the Vault have not been updated since 2018. Further, Critical Risks and Controls have yet to be entered into the Vault or existing risks enhanced following the development of Critical Risks and Controls.
Cause	
Procedure and register did not keep up with on-ground practices, which had improved.	
Correction/containment	
Nil immediate	
Corrective action	
<p>Vault risk register to be reviewed, including incorporation of critical risk controls. Stewardship Manager, November 2024</p> <p>Procedure to be updated to more clearly articulate requirement to capture risk review outcomes. November 2024.</p> <p>Note: Risk management software is being reviewed, with view to identifying alternative platform.</p>	

Next visit objectives, scope and criteria

Objective:

Verify conformance with the requirements of the nominated Standards.

Scope:

The activities of Sustainable Timber Tasmania with respect to the following scopes of certification:

AS/NZS 4708:2021

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.

ISO 45001:2018

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.

PEFC ST 2002:2020

Procurement and sale of plantation and native forest woodchips for export. Physical separation method.

Criteria:

AS/NZS 4708:2021

ISO 45001:2018

PEFC ST 2002:2020

Next Visit Plan

The next scheduled assessment will be a routine surveillance in February 2025.

BSI will provide a detailed assessment plan prior to the assessment.

Please note that BSI reserves the right to apply a charge equivalent to the full daily rate for cancellation of the visit by the organisation within 30 days of an agreed visit date.

Appendix: Your certification structure & ongoing assessment program

Scope of Certification

OHS 603481 (ISO 45001:2018)

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. Previously certified to AS/NZS 4801:2001 since 2009-04-30

AFS 603478 (AS/NZS 4708:2021)

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. The defined forest area consists of six forest management units: hardwood plantations; softwood plantations; wet eucalypt forests; dry eucalypt forests; blackwood forests and rainforest in Tasmania as described in the organisation's Forest Management Plan.

PEFC 693186 (PEFC ST 2002:2020)

Procurement and sale of plantation and native forest woodchips for export. Physical separation method.

Assessed location(s)

The audit has been performed at the organisations Central Office, Permanent Locations, and Temporary sites.

/ AFS 603478 (AS/NZS 4708:2021) / OHS 603481 (ISO 45001:2018)

Location reference	0047483115-002
Address	Sustainable Timber Tasmania Geeveston Office, Depot and Island Specialty Timber Cemetery Road Geeveston Tasmania 7116 Australia
Visit type	Re-certification Audit (RA Opt 2)
Assessment number	3780349
Assessment dates	28/05/2024
Deviation from Audit Plan	No
Total number of Employees	25

Effective number of Employees	25
Scope of activities at the site	Main Certificate Scope applies.
Assessment duration	2 day(s)

Burnie / PEFC 693186 (PEFC ST 2002:2020)

Location reference	0047483115-019
Address	Forestry Tasmania T/A Sustainable Timber Tasmania Burnie Chip Export Terminal Port Road Burnie Tasmania 7320 Australia
Visit type	Continuing assessment (surveillance)
Assessment number	3781884
Assessment dates	29/05/2024
Deviation from Audit Plan	No
Total number of Employees	3
Effective number of Employees	3
Scope of activities at the site	Procurement and sale of plantation and native forest woodchips for export. Physical separation method.
Assessment duration	1 day(s)

/ AFS 603478 (AS/NZS 4708:2021) / OHS 603481 (ISO 45001:2018)

Location reference	0047483115-001
Address	Forestry Tasmania T/A Sustainable Timber Tasmania Level 1, 99 Bathurst Street Hobart Tasmania 7000 Australia
Visit type	Re-certification Audit (RA Opt 2)
Assessment number	3780244
Assessment dates	20/05/2024
Deviation from Audit Plan	No

Total number of Employees	50
Effective number of Employees	50
Scope of activities at the site	Main Certificate Scope applies.
Assessment duration	7 day(s)

/ AFS 603478 (AS/NZS 4708:2021) / OHS 603481 (ISO 45001:2018)

Location reference	0047483115-004
Address	Sustainable Timber Tasmania Southern Region Office and Depot Building 2, 26 Lampton Avenue Derwent Park Tasmania 7009 Australia
Visit type	Re-certification Audit (RA Opt 2)
Assessment number	30164949
Assessment dates	30/05/2024
Deviation from Audit Plan	No
Total number of Employees	25
Effective number of Employees	25
Scope of activities at the site	Main Certificate Scope applies.
Assessment duration	2 day(s)

/ OHS 603481 (ISO 45001:2018) / AFS 603478 (AS/NZS 4708:2021)

Location reference	0047483115-009
Address	Sustainable Timber Tasmania Perth Office, Depot and Nursery 15960 Midland Highway Perth Tasmania 7300 Australia
Visit type	Re-certification Audit (RA Opt 2)
Assessment number	30164950
Assessment dates	27/05/2024
Deviation from Audit Plan	No
Total number of Employees	25

Effective number of Employees	25
Scope of activities at the site	Main Certificate Scope applies.
Assessment duration	1 day(s)

/ OHS 603481 (ISO 45001:2018) / AFS 603478 (AS/NZS 4708:2021)

Location reference	0047483115-003
Address	Sustainable Timber Tasmania Scottsdale Office and Depot 24 King Street Scottsdale Tasmania 7260 Australia
Visit type	Re-certification Audit (RA Opt 2)
Assessment number	30164953
Assessment dates	28/05/2024
Deviation from Audit Plan	No
Total number of Employees	15
Effective number of Employees	15
Scope of activities at the site	Main Certificate Scope applies.
Assessment duration	1 day(s)

/ AFS 603478 (AS/NZS 4708:2021) / OHS 603481 (ISO 45001:2018) / EMS 603479 (ISO 14001:2015)

Location reference	0047483115-008
Address	Sustainable Timber Tasmania Smithton Office and Depot 4-12 West Esplanade Smithton Tasmania 7330 Australia
Visit type	Re-certification Audit (RA Opt 2)
Assessment number	30164956
Assessment dates	30/05/2024
Deviation from Audit Plan	No
Total number of Employees	10

Effective number of Employees	10
Scope of activities at the site	Main Certificate Scope applies.
Assessment duration	1 day(s)

Certification assessment program

Certificate Number - OHS 603481

Location reference - 0047483115-001

Refer main Contract assessment plan (below)

Certificate Number - Contract 200615382

Location reference - 0047483115-001

		Audit1	Audit2	Audit3	Audit4	Audit5
Business area/Location	Date (mm/yy):	05/24	02/25	11/25	08/26	04/27
	Duration (days):	16.5	10	10	10	16
4 Context of the organization		X		X		X
5 Leadership		X	X	X	X	X
6 Planning		X	X	X	X	X
7 Support		X	X	X	X	X
8 Operation		X	X	X	X	X
9 Performance evaluation		X	X	X	X	X
10 Improvement		X	X		X	X
Use of Logos		X	X	X	X	X
0.1 Defined Forest Area		X	X	X	X	X
0.2 Chain of Custody		X	X	X	X	X
11.1 Maintain forests and carbon		X				X
11.2 Forest ecosystem health		X		X		X
11.3 Biodiversity		X		X		X
11.4 Soil and water resources		X		X	X	X
11.5 Forest productive capacity		X		X		X
11.6 Cultural values		X		X		X
11.7 Social and economic benefits		X		X		X
Chain of Custody (BCET)		X	X	X	X	X
Operations - Huon		X	X			X
Operations - Derwent		X	X		X	X
Operations - North East		X		X		X
Operations - North West		X		X	X	X

Perth Nursery	X		X		X
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Mandatory requirements – re-certification.

Review of assessment finding regarding conformity, effectiveness and relevance of the management system:

Sustainable Timber Tasmania has maintained and continually improved its management system over the past three years. The relatively small number of issues identified through audits during this time is testament to the strength and effectiveness of the management system. The management system continues to demonstrate its robustness with strongly positive affirmation from the senior management team.

Management system strategy and objectives:

The management system continues to effectively support the organisation in the achievement of its strategic objectives. The systematic approach to management of the organisation effectively supports the functioning of the business. Key processes such as risk identification and assessment; development of strategic and operational objectives to more effectively manage identified risks; effectiveness of monitoring and reporting processes; effectiveness of measures to identify and manage non-conformances when they occur; internal audit processes and management review are effectively supported by the management system.

Review of progress in relation to the organisation's objectives:

The organisation has clearly established objectives at various levels and functions (as evidenced in this report) and the management review process effectively monitors progress and provides a mechanism for reporting on progress.

Review of assessment progress and the re-certification plan:

The three-year assessment program is based on the minimum requirements for each of the nominated Standards and associated schemes. Reductions in audit duration have been applied, consistent with the scheme rules, acknowledging the fact that there is considerable duplication of key system processes with each of the Standards.

The 3-Year Plan includes provision for all the business activities at the nominated locations.

BSI Client Management Impartiality and Surveillance Strategy:

Both the Client Manager and Associate Auditor hold all the relevant codes. The audit team always includes a member with safety-specific codes. Auditor impartiality has been maintained by the inclusion of additional team members. The three-year assessment plan applies a 9-month return cycle to accommodate variations in seasonality of operations.

Certification cycle

This client will continue with the current Total assessment days / Cycle.

Expected outcomes for accredited certification.

What accredited management system certification means?

To achieve an organization's objectives related to the Expected Outcomes intended by the management systems standard, the accredited management system certification is expected to provide confidence that the organization has a management system that conforms to the applicable requirements of the specific ISO standard.

In particular, it is to be expected that the organization

- has a system which is appropriate for its organizational context and certification scope, a defined policy appropriate for the intent of the specific management system standard and to the nature, scale and impacts of its activities, products and services over their lifecycles, is addressing risks and opportunities associated with its context and objectives;
- analyses and understands customer needs and expectations, as well as the relevant statutory and regulatory requirements related to its products, processes and services;
- ensures that product, process and service characteristics have been specified in order to meet customer and applicable statutory/regulatory requirements;
- has determined and is managing the processes needed to achieve the Expected Outcomes intended by the management system standard;
- has ensured the availability of resources necessary to support the operation and monitoring of these products, processes and services;
- monitors and controls the defined product process and service characteristics;
- aims to prevent nonconformities, and has systematic improvement processes in place including the addressing of complaints from interested parties;
- has implemented an effective internal audit and management review process;
- is monitoring, measuring, analysing, evaluating and improving the effectiveness of its management system and has implemented processes for communicating internally, as well as responding to and communicating with interested external parties.

What accredited management systems certification does not mean?

It is important to recognize that management system standards define requirements for an organization's management system, and not the specific performance criteria that are to be achieved (such as product or service standards, environmental performance criteria etc).

Accredited management systems certification should provide confidence in the organization's ability to meet its objectives related to the intent of the management system standard. A management systems audit is not a full legal compliance audit, and does not necessarily ensure ethical behaviour or that the organization will always achieve 100% conformity and legal compliance, though this should of course be a permanent goal.

Within its scope of certification, accredited management systems certification does not imply or ensure, for example:

- that the organization is providing a superior product and service, or
- that the organization's product and service itself is certified as meeting the requirements of an ISO (or any other) standard or specification.

Definitions of findings:

Non-conformity:

Non-fulfilment of a requirement.

Major nonconformity:

Nonconformity that affects the capability of the management system to achieve the intended results.

Nonconformities could be classified as major in the following circumstances:

- If there is a significant doubt that effective process control is in place, or that products or services will meet specified requirements;

- A number of minor nonconformities associated with the same requirement or issue could demonstrate a systemic failure and thus constitute a major nonconformity.

Minor nonconformity:

Nonconformity that does not affect the capability of the management system to achieve the intended results.

Opportunity for improvement:

It is a statement of fact made by an assessor during an assessment, and substantiated by objective evidence, referring to a weakness or potential deficiency in a management system which if not improved may lead to nonconformity in the future. We may provide generic information about industrial best practices but no specific solution shall be provided as a part of an opportunity for improvement.

How to contact BSI

Visit the BSI Connect Portal, our web-based self-service tool to access all your BSI assessment and testing data at a time that's convenient to you. View future audit schedules, submit your corrective action plans and download your reports and Mark of Trust logos to promote your achievement. Plus, you can benchmark your performance using our dashboards to help with your continual improvement journey.

Should you wish to speak with BSI in relation to your certification, please contact your local BSI office – contact details available from the BSI website: <https://www.bsigroup.com/en-AU/contact-us/>

Notes

This report and related documents are prepared for and only for BSI's client and for no other purpose. As such, BSI does not accept or assume any responsibility (legal or otherwise) or accept any liability for or in connection with any other purpose for which the Report may be used, or to any other person to whom the Report is shown or in to whose hands it may come, and no other persons shall be entitled to rely on the Report. If you wish to distribute copies of this report external to your organisation, then all pages must be included.

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This audit was conducted through document reviews, interviews and observation of activities. The audit method used was based on sampling the organization's activities and it was aimed to evaluate the fulfilment of the audited requirements of the relevant management system standard or other normative document and confirm the conformity and effectiveness of the management system and its continued relevance and applicability for the scope of certification.

As this audit was based on a sample of the organization's activities, the findings reported do not imply to include all issues within the system.

Regulatory compliance

BSI requires to be informed of all relevant regulatory non-compliance or incidents that require notification to any regulatory authority. Acceptance of this report by the client signifies that all such issues have been disclosed as part of the assessment process and agreement that any such non-compliance or incidents occurring after this visit will be notified to BSI as soon as practical after the event.