

Assessment Report

Sustainable Timber Tasmania

Assessment dates	21/02/2025 to 02/03/2025 (Please refer to Appendix for details)
Assessment Location(s)	Hobart (001), Hobart Lampton Avenue, Geeveston
Report Author	Mick Berry
Assessment Standard(s)	AS/NZS 4708:2021, ISO 45001:2018



Table of contents

Executive Summary	4
Changes in the organization since last assessment	5
NCR summary graphs	6
Your next steps	8
NCR close out process	8
Assessment objective, scope and criteria	9
Statutory and regulatory requirements	9
Assessment Participants	10
Assessment conclusion	16
Findings from previous assessments	17
Findings from this assessment	19
4 Context of the forest manager :	19
5 Leadership:	20
6 Planning:	20
7 Support:	22
8 Operation planning and control - NHVL, 3 Year Plan and Eagle Management:	24
9 Performance evaluation :	25
10 Improvement :	27
11.4 Soil and water resources:	28
11.7 Social and economic benefits:	29
Site 1: TA001L - Native Forest - Clearfall (Roding Harvesting and Reforestation):	30
Site 2: TA018L - Native Forest - Clearfall (Roding Harvesting and Reforestation):	31
Site 3: Simmonds Hill Quarry:	32
Site 4: TA012K Roadline:	33
Site 5: Geeveston Office Depot and IST:	34
Site 6: AR054J Native Forest Harvest - Cowan Mechanical:	35
Site 7: AR087D/AR 051F Native Forest Harvest (Bennetts Cable):	36
Site 8: RU001Z Plantation Site Preparation:	37
Site 9: Lampton Avenue Office and Depot:	38

Next visit objectives, scope and criteria	40
Next Visit Plan	41
Next Hybrid Audit Visit Plan	41
Appendix: Your certification structure & ongoing assessment programme	42
Scope of Certification	42
Assessed location(s).....	42
Certification assessment program	44
Hybrid Audit Certification Assessment Programme.....	45
Expected outcomes for accredited certification.....	45
Definitions of findings:	46
How to contact BSI.....	46
Notes.....	46
Regulatory compliance	47

Executive Summary

This report presents the findings of the surveillance assessment of the Forest Management System (FMS) of Sustainable Timber Tasmania (STT), against the requirements of the Australian Standard for Sustainable Forest Management AS/NZS4708:2021 and Occupational health and safety management systems ISO45001:2018 (the Standards), conducted by BSI in February 2025.

The audit focused on system planning and implementation processes, with respect to STT's Forest Management System (FMS) and the requirements of the Standard at locations including Hobart offices at Bathurst St and Lampton Ave, Geeveston office, depot and Island Specialty Timbers (IST), as well as temporary operational sites in the Huon and Peninsula areas within the Southern Region.

Stakeholder interactions are also considered as part of the assessment and are considered in the context of the suitability, adequacy and effectiveness of the forest management system.

Elements of the Standard sampled as part of this assessment were: Systematic Management elements; Clause 7 Support, Clause 8 Operations, Clause 11.4 Soil and water resources and Clause 7 Social and economic benefits.

The audit objectives have been achieved and the certificate scope remains appropriate. The audit team concludes based on the results of this audit that the organisation does fulfil the standards and audit criteria and it is deemed that the forest management system continues to achieve its intended outcomes.

This assessment identified several positive strengths or improvements in the organisation's forest management system including:

- The provision of Forest Practices Plans, once certified, on the Forest Practices Plan Portal.
- The management of stakeholder interactions in operational areas as well as 'Take a closer look' and 'Have your say' engagement initiatives.
- Enterprise Agreement negotiation framework implemented to support workers' rights and the ability to recruit and retain employees.
- Roll-out of Phase 2 Forest Operations Safety Plans and online contractor induction process supporting awareness of risk / hazards and controls relating to forest harvest operations.
- Health and wellbeing of workers initiatives such as dust monitoring process for quarry operations and Rural Alive and Well partnership
- Forest planning processes and subsequent forest operations supporting management of values and compliance to the relevant Codes of Practice, such as eagle management.
- Training developed for Water Sampling and Trauma Informed Leadership.

The effectiveness of corrective actions to address minor non-conformities from the previous audit have been reviewed and closed.

No minor non-conformities have been identified as part of this assessment.

Opportunities for improvement are identified in the body of this report.

I would like to thank STT staff and contract service providers their participation, support and assistance as part of this assessment.

Changes in the organization since last assessment

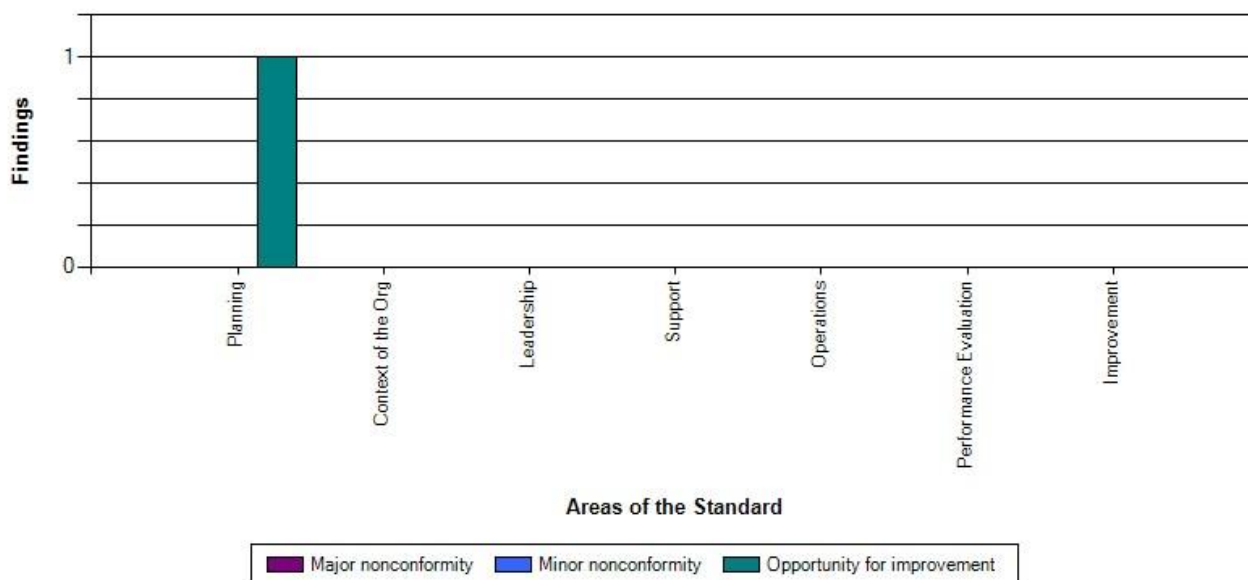
There is no significant change of the organisation structure and key personnel involved in the audited management system.

No change in relation to the audited organisation's activities, products or services covered by the scope of certification was identified.

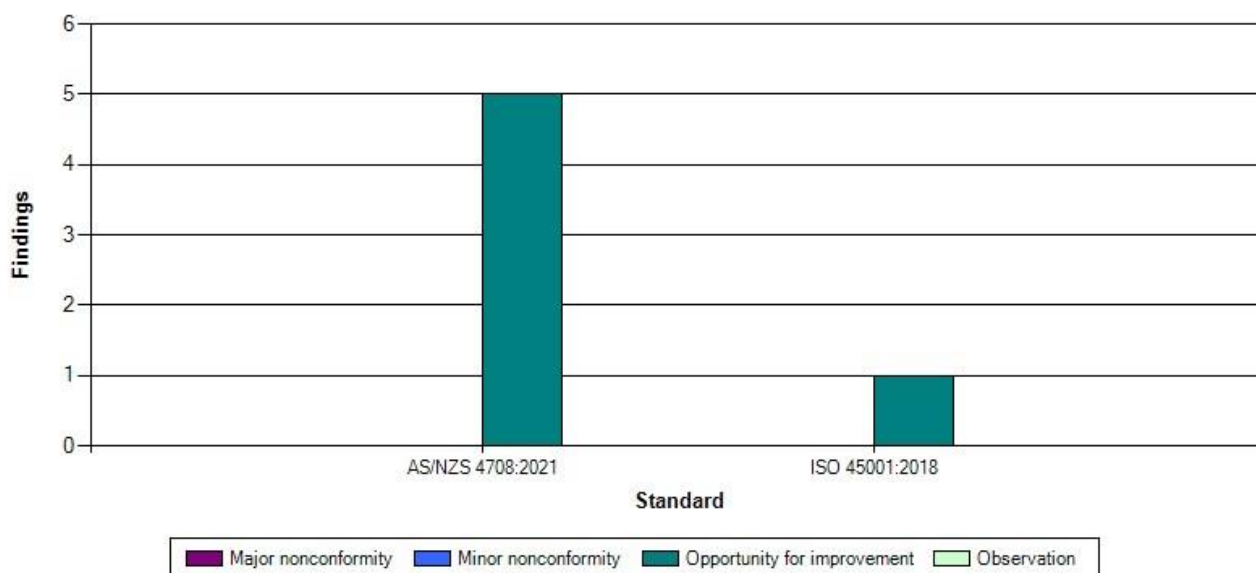
There was no change to the reference or normative documents which is related to the scope of certification.

NCR summary graphs

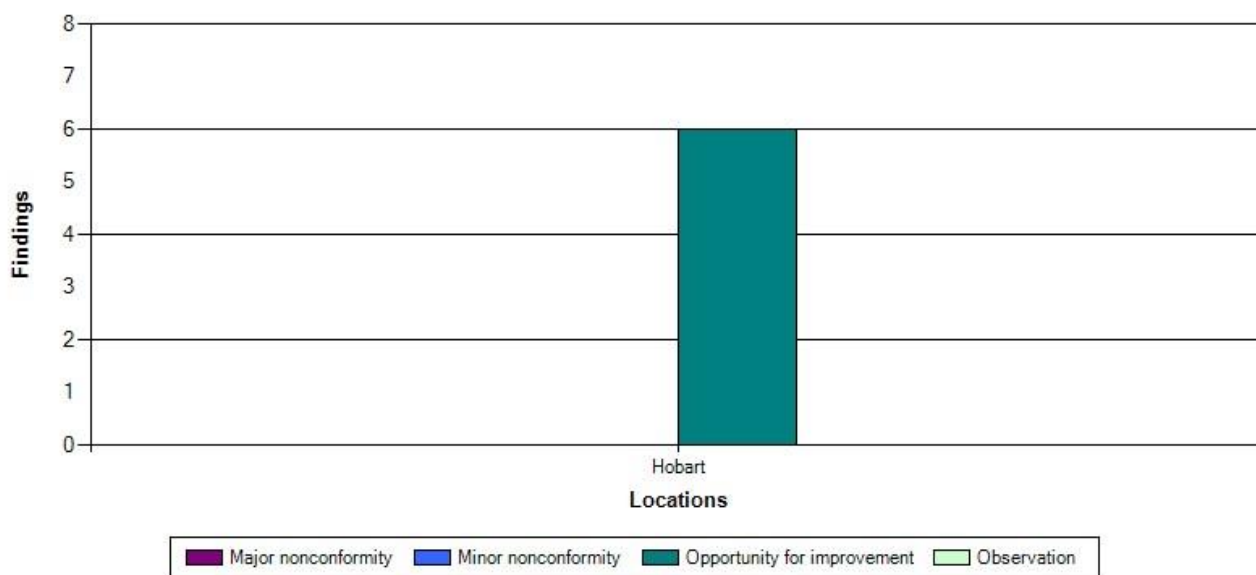
Areas of the standard(s) where BSI recorded findings



Which standard(s) BSI recorded findings against



Where BSI recorded findings



Your next steps

NCR close out process

Corrective actions with respect to nonconformities raised at the last assessment have been reviewed and found to be effectively implemented.

No new nonconformities were identified during the assessment. Enhanced detail relating to the overall assessment findings is contained within subsequent sections of the report.

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

Assessment objective, scope and criteria

The objective of the assessment was to conduct a surveillance assessment and look for positive evidence to ensure that elements of the scope of certification and the requirements of the management standard are effectively addressed by the organisation's management system and that the system is demonstrating the ability to support the achievement of statutory, regulatory and contractual requirements and the organisation's specified objectives, as applicable with regard to the scope of the management standard, and to confirm the on-going achievement and applicability of the forward strategic plan and where applicable to identify potential areas for improvement of the management system.

The scope of the assessment was defined in the plan provided in terms of locations and areas of the system and organisation to be assessed.

The criteria of the assessment was AS/NZS 4708:2021 and Sustainable Timber Tasmania management system documentation.

Statutory and regulatory requirements

Tasmanian legislation, Forest Practices Code 2020, Forest Safety Code (Tasmania) 2021, WHS Act 2012, Work Health and Safety Regulations 2022, Forest Management Act 2013.

Assessment Participants

Position	Role	Opening Meeting	Closing Meeting	Interviewed (processes)	Justification
CEO	Top management (legal responsibility for H&S)	X	X	X	
GM Corporate Services	Manager and employee (general) – both permanent and temporary	X		X	
GM Operations	Manager and employee (general) – both permanent and temporary	X	X	X	
GM Conservation and Land Management	Manager and employee (general) – both permanent and temporary	X	X	X	
GM Commercial	Manager and employee (general) – both permanent and temporary	X	X	X	
Assistant GM Operations	Manager and employee (general) – both permanent and temporary	X	X		
People and Culture Manager	Manager and employee (general) – both permanent		X	X	

	and temporary				
Stewardship Manager	Manager and employee (general) – both permanent and temporary	X	X	X	
WHS Manager	Manager or employee (H&S role)	X	X	X	
Senior WHS Advisor	Responsible for health monitoring	X	X	X	
WHS Advisor South	Manager or employee (H&S role)			X	
Land Property Manager	Manager and employee (general) – both permanent and temporary			X	
Communications Manager	Manager and employee (general) – both permanent and temporary	X		X	
Senior Stewardship Advisor	Employee H&S representative	X	X	X	
Senior Communication Advisor	Manager and employee (general) – both permanent and temporary			X	
Communications Advisor - North	Manager and employee (general) – both permanent and temporary			X	

Forest Operations Manager - South	Manager and employee (general) – both permanent and temporary	X	X	X	
Senior Forest Officer - Planning Operational	Manager and employee (general) – both permanent and temporary			X	
Coordinator Forest Products (Roding)	Manager and employee (general) – both permanent and temporary			X	
Senior Forest Officer, Roding	Manager and employee (general) – both permanent and temporary			X	
Forest Officer - Roding	Manager and employee (general) – both permanent and temporary			X	
Fleet and Facilities Manager	Manager and employee (general) – both permanent and temporary			X	
Senior Stewardship Advisor	Manager and employee (general) – both permanent and temporary	X		X	

Regional Manager - South	Manager and employee (general) – both permanent and temporary		X	X	
Manager – Harvesting and Transport	Manager and employee (general) – both permanent and temporary			X	
Forest Products Support Officer	Manager and employee (general) – both permanent and temporary			X	
Forest Officer - Forest Management Assets	Manager and employee (general) – both permanent and temporary			X	
IST Manager	Manager and employee (general) – both permanent and temporary			X	
Coordinator Forest Products (Sales)	Manager and employee (general) – both permanent and temporary			X	
Forest Officer - Harvesting	Manager and employee (general) – both permanent and temporary			X	

Planning Coordinator	Manager and employee (general) – both permanent and temporary			X	
Coordinator Forest Products (FPP's)	Manager and employee (general) – both permanent and temporary			X	
Forest Officer	Manager and employee (general) – both permanent and temporary			X	
Coordinator Forest Products (Planning)	Manager and employee (general) – both permanent and temporary			X	
Senior Forest Officer Planning	Manager and employee (general) – both permanent and temporary			X	
Senior people and Culture Business Partner	Manager and employee (general) – both permanent and temporary			X	
Senior people and Culture Business Advisor	Manager and employee (general) – both permanent and temporary			X	

Forest Officer Harvesting	Manager and employee (general) – both permanent and temporary			X	
------------------------------	---	--	--	---	--

Assessment conclusion

BSI assessment team

Name	Position
Mick Berry	Team Leader

Assessment conclusion and recommendation

The audit objectives have been achieved, and the certificate scope remains appropriate. The audit team concludes based on the results of this audit that the organisation does fulfil the standards and audit criteria identified within the audit report and it is deemed that the management system continues to achieve its intended outcomes.

RECOMMENDED - The audited organisation can be recommended for continued certification to the above listed standards and has been found in general compliance with the audit criteria as stated in the above-mentioned audit plan.

Use of certification documents, mark / logo or report

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

Findings from previous assessments

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		
Details:	Processes for ensuring that routine testing and inspection of lifting equipment at all sites are not fully effective.		
Objective Evidence:	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.		
Cause			
There was a lack of awareness that some chains required 3 monthly inspections. Consequently,the team responsible for checking the lifting chains did not organise for the chains to be checked within the required timeframe.			
Correction/containment			
The chains requiring three monthly checking have been removed from service. - WHS advisor NW			
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 - Rooding coordinator NW.			
Closed?:			
Yes			
Justification	Photo of chain sets with inspection tag sighted. Chain sets are now used and inspected and removal of synthetic slings undertaken.		

	At Lampton Avenue all lifting equipment has been tagged as out of service until an inspection can be undertaken by an external service provider.
--	--

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		
Details:	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.		
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			
None required.			
Corrective action			
Vault risk register to be reviewed, including incorporation of critical risk controls. Stewardship Manager, November 2024 Procedure to be updated to more clearly articulate requirement to capture risk review outcomes. Stewardship Manager, November 2024. Note: Risk management software is being reviewed, with view to identifying alternative platform.			
Closed?:			
Yes			
Justification	Review of risks and updated control plans with additional controls. Senior WHS Advisor stated that following the implementation of additional controls risk has not been reduced. Sighted the following risks. - Review of risk # 54 - Operating Plant and machinery - Review of risk # 32 - Safe Driving - Risk Control Plan 893 - Critical Control - 19.09.24		

Findings from this assessment

4 Context of the forest manager:

- 4.1 Understanding the forest manager and its context
- 4.2 Understanding the needs and expectations of stakeholders
- 4.3 Determining the scope of the certified forest management system
- 4.4 Forest management system

+ Objective evidence:

- Forest Management Plan 2024
- Draft Corporate Plan Approved
- Safety Initiatives 2023/2024
- WHS Stakeholders
- Certification Scope Procedure
- Certification Scope Summary

+ Processes observed/demonstrated including interviews:

- Interview with CEO and leadership team regarding changes to internal and external issues as well needs and expectations of stakeholders.
- Under the State Government a draft GBE Reform Plan has been developed. Other GBE's are deemed to be a priority.
- The Chief Forest Practices Officer is currently filled in an acting capacity.
- The Board subcommittees have been restructured and now include People, Culture and Care Committee; Environment and Social Impact Committee, and Finance Audit and Risk Management Committee.
- STT achieved Diversity Council inclusive employer status. Turnover of staff has increased slightly but remains around 5%. Flexible working arrangements continue to be supported.
- Forest Practices Plans, once certified, are now available on the Forest Practices Plan Portal
- 'Take a closer look' on STT website supports the communication of information on topics that stakeholders are interested in.
- There is current protest activity associated with forest operations and this is being managed in conjunction with Police. There is also some litigation around FPP certification decision process.
- The domestic market is improving, lower demand for woodchips and low quality sawlog. There is an ongoing project to manage plantations coming online post 2027, with spot sales in the interim. There is rising interest in biomass.
- ESG Reporting continues to expand with a Sustainability Materiality Assessment being undertaken.
- There is a large complex of fires 100,000 ha in the northwest of the State but largely not on PTPZ land however STT is providing firefighting resources for these fires.
- WHS performance is currently not meeting LTIFR targets. Environment is meeting target but has experienced breaches relating to adherence to boundaries.
- Harvesting Forest Contractor Safety Plan Phase 2 has been implemented. New web based online induction implemented and Critical Risk Control development continues with bow tie risk assessments that translate to one page Critical Risk Controls. SWI for plant and equipment have started. Quarry dust monitoring for respirable dust and silica dust is being undertaken.
- Trialling in-field worker proximity locator following incident where a tree faller was struck by a tree branch pushed by skidder.
- Avenza maps is being used by contractors to improve situational awareness of boundaries. Training

platforms developed for boundary marking and water sampling.

- There is high level of compliance in Forest Practises Authority FPP audits.
- The large tree management process continues to be implemented including use of data capture app. Swift Parrot and Mask Owl management is embedding acoustic detection for planning and management.
- Fire detection technology with use of AI enabled cameras won an AFAC award.
- Business Continuity Plan revised to adopt 'back to the 80's' approach and confirm business can operate without current systems using old tech in the event of system failure.
- Contractor Code of Conduct developed and STT Code of conduct revised.
- Forest Management plan was last updated April 2024 to reflect current forest management arrangements.
- There have been no changes to the scope of certification. Boundaries defined include the Defined Forest Area and in relation to activities products and services undertaken by STT relating to the management of PTPZL as described in the Forest Management Plan at permanent and temporary sites.

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

5 Leadership:

- 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:

- GMT Leadership Notes
- People and Safety meeting
- Sustainable Forest Management Policy dated July 2022
- Work Health & Safety and Wellbeing Policy dated 28 June 2024
- Safe Work Instruction Loader

+ Processes observed/demonstrated including interviews:

- There have been no changes to the Sustainable Forest Management Policy
- The Workplace Health and Wellbeing Policy has been updated to incorporate a commitment to eliminate or minimise psychosocial risks.
- Review of People and Safety Meeting Minutes which incorporate a review of safety performance and analysis of results as well as Safety Circle initiatives which are identified through participation of workers such as Office Protester Management and Sector Commanders Log
- Safe Work Instructions are being developed with participation of workers. The first Safe Work Instruction (SWI) for Loader used at IST site has been completed with further plant and equipment SWI's to be developed.

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

6 Planning:

- 6.1. Actions to address obligations, 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:

- Risk Management Framework and Procedure April 2022
- Risk Management Policy
- CRC #02 Working in Remote and Isolated Areas - Critical Risk Controls
- Bowtie MUE for Working Remote Isolated 23/08/2023
- Safe Work Procedure - Working in Remote Isolated Areas
- CRC #04 Mobile Plant - Critical Risk Controls
- Risk ID 54 - Operating Plant and machinery
- Risk ID 32 - Safe Driving
- Risk Control Plan 893 - Critical Control - 19.09.24
- Risk ID 29 Timber Harvesting and Haulage Risks
- Safety Initiatives Implementation Work Plan
- Environmental and Social Compliance Obligations Summary
- SOP - Large Tree Management
- ArcGIS Field Maps - Large Tree APP
- Giant Tree Manual - Guidelines for Measurement of Giant Trees
- Giant Tree Assessment and Appendix 1 Giant Tree Assessment
- Field Operations Team Meeting 09 May 2024

+ Processes observed/demonstrated including interviews:

- Review of process for undertaking bowtie risk assessments for critical risks and development of Critical Risk Controls sheets such CRC #02 Working in Remote and Isolated Areas.
- Review of risks and related risk control plans are maintained in the Vault. The risk control plans are updated as additional controls are implemented to mitigate risk. The implementation of additional controls has not resulted in lowering residual risk for the risks reviewed.
- Review of risks for environmental aspects relating to timber harvesting and haulage risks. The risk control plan identifies controls relating to compliance with the Code of Practice. CRC ENV 1 - Boundary Management developed following an increase in incidents. A bow tie assessment was completed as part of development of CRC.
- Review of changes to Large Tree SOP (trees of 250 cm) which now requires that the contractor undertaking the forest operation notify STT of the reason for removal of large tree. Refer to FPP as it relates to harvesting. Further, the location of large trees is now being recorded spatially in ArcGIS Field Maps by STT field staff.
- The Giant Trees SOP has been updated to include tree measurement 85m tall or 4 m diameter. Records are maintained in Forest Operations Database.
- The Environmental and Social Compliance Obligations Summary was last updated in April 2024 to include changes to Biosecurity Act and Right to Information Act. Changes to legal and other requirements and changes needed to achieve compliance are communicated as part of monthly reports and management reviews.
- Review of processes to evaluate compliance processes including internal audits undertaken by STT and

external service providers such as of Harvest and Haulage Contractors.

- Review of tracking of safety performance to target as well as progress against the completion of safety initiatives.

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

7 Support:

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:

- Position Description WHS Manager
- Position Description Manager Stewardship
- STT Organisation Structure 30 April 2024
- Knowledge Transfer Plan Template for Retiring Employee
- Water Sampling Competency in ELMO
- Stakeholder Engagement Operational Approach
- Communication and Stakeholder Engagement Policy
- Certification Scope Procedure
- Forest Practices Plan Portal
- Have Your Say - 3 Year Wood Production Plan
- Take a closer look: How do we plan and undertake our forest operations?
- Map of Dorset Principality - 3 Year Plan
- Access Map
- Communication and Engagement Strategy - 2024-2027
- People and Forest Campaign
- Media Release - Swift Parrot activity in public production forests -0 early season observation highlight active - - Newspaper Article in Huon News and ABC News.
- Lifecycle of a Eucalypt
- Consultation Manager - SY305D Rossarden
- Forest Facts Rossarden SY035D

+ Processes

- Review of position description for WHS Manager which describes responsibilities for management of compliance to safety legislation and develop and maintain safety strategy to reduce risk.

- The WHS Manager participates on external committees including Tasmanian Work Health and Safety Industry Committee, which meets quarterly and Forest Works Training Card Committee.
- The PRDP process supports the identification of individual training and development needs. The determination of competencies for specific roles is undertaken by individual supervisors i.e. it is yet to be configured in ELMO to support the identification of individual training needs.
- ELMO has the capability to enable employees to self-enrol in online courses such as Safe Work Procedures. Review of Water Sampling Training video and competency assessment in ELMO that can be undertaken by persons that use the PIRI tool to assess risk and trigger requirement to undertake water sampling as part of forest operation.
- Workforce for the future is an initiative that will accompany change management processes that will arise beyond 2027. A Knowledge Transfer Plan Template for Retiring Employee has been developed and deployed to support successional planning processes and capture of organisational knowledge.
- Monitoring of training compliance is undertaken as part of annual management reviews. Training compliance is tracking to target.
- Contractor Induction process has been enhanced to support to include a new contractor induction platform. There have been 723 enrolments and 710 completed online
- A copy of the previous audit's Public Summary Report is available on the STT website.
- The Defined Forest Area is maintained within STT's GIS system and communicated publicly via the online Access Map.
- Chain of Custody dockets and claims issued for forest operations were reviewed as part of forest operations site visits.
- Review of Communications Strategy and intended purpose, including a commitment to transparency and openness. Sighted principles and actions to achieve these relating to individual stages being Stage 1: Awareness; Stage 2 Engagement and Stage 3 Advocacy.
- Review of process for communication of Forest Practice Plans on Forest Practice Plans Portal.
- Resources to support stakeholder engagement continue to be enhanced with Communication Advisors now embedded within Northern Regions. Up to 250 interactions are managed by each Advisor.
- Review of process for communicating 3 year plan to stakeholders including improvements resulting from feedback to increase the diversity of methods used to communicate the plan such as by using radio.
- STT won a Forest Practice Authority award for stakeholder engagement excellence. STT undertook a project to engage with school students as part of tree planting. More than 2000 school students and 40 foresters participated. Sighted Lifecycle of a eucalypt tool.
- Review of stakeholder engagement processes including management of these in Consultation Manager such as: Harvesting operation at Rossarden within proximity to town and visual amenity impacts. A Forest Fact Sheet was developed to raise awareness of the activity and proposed 50m buffer and bridge repair.

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

Finding Reference	2621133-202502-11	Certificate Reference	AFS 603478
Certificate Standard	AS/NZS 4708:2021	Clause	7.2
Location reference	0047483115-001		
Assessment Number	3957775		

Category	Opportunity for Improvement
Area/Process:	7 Support
Details	Competency training records for SFO Planning for SWP Aerial Operations and SOP Eagle Nest Management and related FPP training have not been maintained in ELMO. These records were also not visible in legacy systems. Further, the signing onto individual SWP relies on individuals to assign and acknowledge training themselves, rather than as assigned training for specific roles in ELMO.

8 Operation planning and control - NHVL, 3 Year Plan and Eagle Management:

8.1 Operational planning and control

8.2 Emergency preparedness and response

+ Objective evidence:

- iAuditor - Log Truck audit Les Walkden Xt50Ce
- Significant overload incident
- Significant overload incident - evidence of non-compliance report
- CTA Carter Tracking App usage
- LogR
- Log Haulage Draft Code of Practice
- Guidelines for Tactical Planning of Natural Forests and Plantations 2025 (Green Book)
- Targets for Wood Production (Red Book)
- Harvest Coupe Database
- GIS System
- Industry Stakeholder Meeting
- SOP - Three Year Wood Production Plan
- SOP Eagle Nest
- STT SWP for Aerial Operations

+ Processes observed/demonstrated including interviews:

NHVL:

- Review of changes and improvements for NHVL performance and mass management. There have been no changes to procedures since their review in 2023.
- A contractor portal supports the uploading of information regarding vehicles roadworthiness or NHVL Certificate of Accreditation.
- Overloading performance continues to improve with 1.7% of loads overweight and significant overloads of 0.7% in 2024/2025.
- External truck audits continue to be implemented and results evaluated including identification of trends such as 'drivers not familiar with cart route'. Discussion regarding processes to communicate the 'Cart Route Assessment Map' to drivers prior to driving to coupe for first time, rather than waiting for an induction when they arrive. Solutions are proposed as part of STT's transition to ArcGIS.
- A new system for eDockets will be implemented in 2025, namely LOGR which will enhance capability for reporting of truck movements including consideration of fatigue.

3 Year Plan:

- Review of 3 year planning process including guidelines described in the Green Book.
- Targets for wood production translate to the identification of supply zones and coupes that can be

harvested. Targets for products such as Cat 1&3 high quality sawlog, low quality sawlog, poles and pulp and peeler logs are considered within the plan.

- The identification of coupes to be harvested also considers costs associated with forest operations such a roading and restoration.
- Post harvest surveys provide analysis and comparison of forecast volumes and actuals using Remsoft system.
- Review of process for communication with stakeholders regarding the 3 year plan including Council, industry stakeholders. Maps are produced for council to consider impacts related to roads, bridges and communities to support review and feedback.
- A draft environmental evaluation is undertaken and feedback provided on potential values to be maintained.

Eagle Nest Management:

- Review of SOP Eagle Nest Management which describes processes for management of Eagle searches including timing to ensure currency of searches.
- Eagle Nest search program considers coupes to be harvested in the next 24 months. A flight path of known and potential sites based on habitat predictions is undertaken. The search assesses the extent to which nests are present and maintained and occupied.
- Information from Eagle Nest searches are used to inform forest operations plans including exclusion zones to mitigate line of site impacts for nesting eagle.
- Nests that are absent i.e. no longer present are managed through Threatened Fauna Advisor and updated in STT systems.
- Appendix 2 of procedure includes an Eagle Risk Assessment Tool.

9 Performance evaluation:

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:

- Forest Management System & Safety Management Review
- CRC ENV 1 Boundary Management
- Corrective Action Summary - Power BUI
- FPA Monitoring and Assessment Program Planning Audit 2023-2024
- 2023-2024 STT FPA Audit Summary
- System audit - Harvesting and Transportation Contractor Annual Safety Management System Audit - 2023
- Site Safety Audit - Harvesting and Transportation Contractor Annual Safety Management System Audit - 2023 - MJ Contracting 2.08.23
- 2025 Internal Audit Schedule
- GMT Meeting
- Internal audit schedule 24/25
- Stakeholder Comms Internal Audit Report 2025
- Audit Strategy Development
- FPP Compliance Monitoring
- People and Culture Internal Audit Report

- Vault #1150 and Action 5841 and Action 5837
- Vault # 5835
- 2023-2024 Forest Practices System Compliance Report - Environment and Social Compliance Committee report
- FPP Certificate of Compliance - DoP's for Harvesting Operations
- Harvesting Monthly Monitoring Completion Form
- Harvesting Monitoring Operational Notes
- Operational Coupe Notes

+ Processes observed/demonstrated including interviews:

- Review of the annual management review meeting presentation and minutes. The review included analysis of performance of the forest management system arising from incidents, internal and external audits, and the extent to which objectives and targets have been achieved.
- Changes in risk profile included Aboriginal cultural heritage register custodian change to Aboriginal Heritage Tasmania, Responsible Wood complaints and boundary encroachments. Also, impacts from fire on old growth forest values and dam safety risk plans.
- Overview of the internal audit program comprising log truck compliance, harvesting and haulage compliance, business and governance audits, FPA audits and Board requested risk based audits. Sighted 5 year audit strategy from 2021 to 2026 which details forest management system processes to be assessed including for WHS processes.
- Review of FPA audits and extent to which STT was compliant (97.1% sound result). Any 'not acceptable' findings are recorded in the Vault. For e.g. No. 43 Greater than 30m length of 10m class 4 streamside reserve has been felled out. There have been 3 crossing points (reduced to 2) one clearing track crossings.
- An internal audit will be undertaken in the next 3 months that assesses both FPP and STT requirements. Previous results from these audits were aligned with FPA compliance audit results.
- Review of safety internal audits which comprise a desktop systems audit and an onsite crew based implementation audit.
- STT have a requirement to evaluate compliance with the Forest Practices Act. Compliance information is collated monthly and reported at the completion of forest operations. Data submitted in the FPA Forest Practices Plan Cover page database by STT can be extracted for monitoring and reporting purposes quarterly. Tailored reports include FPA Coverage Report, Uncertified FPPs, FPA Unfinalised edits and FPP Sharing Status.
- Review of performance monitoring of FPP Certificate of Compliance - DoP's for Harvesting Operations where timeliness of discrete operational phase reports for harvesting and roading worsened in 2024 with 31% and 25% respectively. The result was recorded under Section 25A (1) Timely lodgement of discreet operation phase (DoP) FPP reports.
- Review of internal audit report which included scope and criteria that referenced the Responsible Wood Standard clauses.
- The Harvesting Monitoring Completion Form has been updated to provide logic for questions that are applicable. Additional questions have also been added relating to: use of Avenza Maps by contractors; progressive restoration section 8.1 - 'have relevant requirements been communicated to restoration contractor' and; links to relevant requirements of the FPO manual.
- Review of operational coupe notes and harvesting monitoring operational notes which allow STT forest operation officers to document decisions and events during forest operations as well as communication and agreements with contractors.

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

10 Improvement:

- + Objective evidence:
 - Incident Report ICAM
 - Hazardous Trees Training
 - ICAM Hellswood Contractor struck by tree branch 22.07.24
 - Vault
 - Timber Extraction Plan for Hellswood MA114X
 - Use of Garmin SXX Trial
 - SWI Komatsu WA270-8 Loader
 - SWI Schedule (for plant and equipment)
 - Harvesting FOS Plan Phase 2 Contractor SMS Review - Cox Logging 17 May 2024
 - FOS Plan Stage 2 - Harvesting Forest Operations Safety Plan
 - STT Banca Rd Quarry Silica Dust Sampling Project 8375 - es&d 4.08.23
 - Dust Monitoring Results Summarised
 - Sector Divisional Commander Forms and Guidance Material
 - Office Protest Procedure
 - Board Paper RAW Custom Built Program
 - Vault Corrective action #5854 Hellswood Trail earpiece technology # 5853 Timber Extraction Plan
- + Processes observed/demonstrated including interviews:
 - Review of cause identification and corrective actions arising from STT worker struck by tree at fire. Corrective actions included the issue of a Lessons Learnt to all STT and contract firefighters communicating the importance of assessing ground conditions and hazardous trees. Hazardous Trees Training was also undertaken and will now be part of an annual refresher training.
 - Review of ICAM Hellswood where contractor was struck by tree. Causes include poor work planning, risk and hazard identification, FOS violations in maintaining 2 tree lengths between faller and machine, and poor communication. Corrective actions included the establishment of Timber Extraction Plan and the employment by the Contractor of an Operations Manager to assist in the management of forest operations.
 - The establishment of a Timber Extraction Plan could be considered by other contractor operators. Also, Garmin SXX is being trialled, a device that will share the location of the faller on the coupe to the machine operator as well as separation distance.
 - Contractors are now using their own FOS Plans and SWP's as part of phase 2 of the project. Improvements included changes to Emergency Response arrangements for communication when mobile phone coverage is not available. The FOS will be extended to Roding and Silviculture in the future to support consistency in plans.
 - Review of dust monitoring now undertaken as part of quarry operations and monitoring for silica dust static and in machine monitoring during crushing operations. Test reports indicate that levels (other than for monitors next to crusher control box) are within acceptable levels for respirable dust and silica dust.
 - Review of investigation of FPP Breach and fine for installing a crossing of an SSR within 100m of another crossing. Causes included STT FPO failed to consider Code requirements when directing contractor. Also need to remove trees as part of restoration but could be maintained to manage how fuel break tracking can be installed prior to removal of crossings. Corrective actions included remediation of site by seeding, prepare lessons learnt presentation and refresher training, review of harvest monitoring form to include consideration of restoration requirements. A review of effectiveness of corrective actions was undertaken by the Stewardship Manager. Refer Vault Action ID 5880.

- Review of non-conformance of Russell Plantation boundary breaches where excavator entered an exclusion zone and separately where machine was bogged on a steep slope and to recover the machine, the machine moved downhill entering a class 4 SSR. Corrective actions undertaken by the contractor included awareness training for operators of exclusion zones identified with tape and replacement of devices that could operate Avenza maps effectively. STT also requires that contractors complete 'environmental care training'.

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

11.4 Soil and water resources:

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

+ Objective evidence:

- Vault ID 4292 - TA001L
- Letter FPA dated 19 Dec 2024

+ Processes observed/demonstrated including interviews:

- Review of non-conformance of Russell Plantation boundary breaches where excavator entered an exclusion zone and separately where machine was bogged on a steep slope and to recover the machine, the machine moved downhill entering a class 4 SSR. Corrective actions undertaken by the contractor included awareness training for operators of exclusion zones identified with tape and replacement of devices that could operate Avenza maps effectively. STT also requires that contractors complete 'environmental care training'.
- Undertake inspections of road construction and drainage as well as extraction tracks as part of forest operations to ensure that they are constructed effectively and are spaced in accordance with Table 2 and Table 5 of the Forest Practices Code. The spacing of drains within the Code considers soil erodibility.
- Inspection of SSR's and MEZ and adherence to Forest Practices Code requirements as part of forest operations to maintain water quality. Also, attention was given to culvert outlets on watercourses and the extent to which dissipaters on outlets protect against scour or inhibit fish passage such as in the case of the Australian Grayling at Tarana forest operation.
- The Forest Practices Code includes prescriptions that protect soil properties such as limits on rutting on extraction tracks and cessation of operations during wet weather, as part of establishment operations and mixing of soil. Adherence to these requirements was considered as part of visits to forest operations.
- Burning has been eliminated on high erodibility soils such as for Russell Plantation on steep and aeolian slopes

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

11.7 Social and economic benefits:

- 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
- 11.7.12 Public Access
- 11.7.13 Community Wellbeing
- 11.7.14 Research

+ Objective evidence:

- Code of Conduct - Doing the Right Thing
- People Culture and Care Committee Feb Report
- Employee Engagement Survey 2023
- Trauma Informed Leadership
- EA Negotiation Hub
- EA Log of Claims - EBR and AWU and CPSU
- Board Approved - EA 20225 - STT Log of Claims
- EA Minutes 5 Feb 2025
- Forest Activity Assessment
- Apiary Site Audit 8 Mar 2023 MU1148
- Emailed 15 March 2023 planner
- Apiary Report 2024
- License 18727 - 3 June 2024 Site MU133/MU22/MU3
- Certificate of Registration -NRET valid 31 March 2025
- Lease 1132 26 Nov 2020
- Land and site inspection April 2024 - Derwent Valley Waste Transfer Station

+ Processes observed/demonstrated including interviews:

- Review of the Enterprise Agreement negotiation framework including meetings with representative groups and independents to support workers' rights and the ability to recruit and retain employees. An employee representative is participating from each Region.
- Review of results from employee engagement survey and results that indicate a high level of employee engagement (90.3%) with 98% stating that they were proud to work for STT. Also 94% agreed that GM Team are living STT values. Low score areas related to STT not understood by the public (24%). Changes to Fair Work requirements prompted the inclusion of new sexual harassment questions. Recommendations arising from survey included hearing more from GM Team and know more of STT strategy plans and projects.
- Rural Alive & Well - RAW and STT have partnered to attend field interaction with contractors and toolboxes, truck inspections and fire field days.
- STT has been recognised as a Diversity and Inclusion Employer from Diversity Council of Australia.
- The Reconciliation Action Plan - Reflect, is about to be submitted to Reconciliation Australia for approval.
- STT provides access for a range of activities through the issue of permits and licenses for activities such as gun clubs, horse riding and apiaries. The license and permits issuing process includes a due diligence process in the form of a Forest Activity Assessment.

- Review of process for central management of apiary licenses including renewal of licenses and monitoring inspections to evaluate compliance. Refer email notification to apiarist to install signage on licensed site.
- STT is represented on the North Apiary Management Committee and Tasmanian Beekeeper Association.
- Review of management of leases including monitoring. Refer Land Property Site Inspection Jan 2024. The lease includes conditions for the lessee who is required to control pest and weeds as well as to ensure health and safety requirements are met.

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

Site 1: TA001L - Native Forest - Clearfall (Roding Harvesting and Reforestation):

Site visit to forest operations to consider the effectiveness of forest management system operational controls including:

- + Objective evidence
 - Forest Practices Authority Risk Assessment Form dated 19/04/23
 - Forest Practices Plan No. MOW0013
 - FPP Variation No. 1 dated 15/08/23
 - FPP Variation No. 2 dated 27/6/23
 - Biodiversity Database - Australian Graylings (Recommendation 5)
- + Processes observed/demonstrated including interviews:
 - Undertaken field based induction and take 5 prior to the commencement of in-field audit visit.
 - Risk assessment process undertaken to support the management of risks related to public safety as a result of forest operations. Risks identified included traffic interactions with tree falling operations, wind risks and hazardous trees. Risk assessment determined that risk was of an acceptable level.
 - Discussion and inspection of breach of the FPC due to more than one crossing within 100m near location of an approved crossing. Refer C6.1 of the Code.
 - Discussion regarding investigation of breach and lessons learnt including whether the originally planned snigging configuration was used and variations to stream crossing were required.
 - Review of Variations approved for changes to the locations of Class 4 Streams.
 - Review of streamside reserves to maintain habitat for Australian Grayling, a species that can be impacted by changes to water quality, was set at 20m since it was observed that there had been undermining of banks. The FPA prescription does not preclude the construction of road and culvert crossings which will adhere to the requirements of Clause B3.3 Code in relation to fish passage.
 - Inspection of adherence to boundary constraint relating to fauna area within the coupe and planning processes to identify habitat potential and values primarily for swift parrot.
 - Inspection of 15 metre fuel break adjacent to fauna constraint area and drainage associated with this operation. It was observed that one of the grips had been driven over by an excavator and damaged on track adjacent to large tree that had been raked around.
 - Inspection of blue gum swift parrot forage trees retained including raking of harvesting debris from around the base of the tree to minimise damage from fire. There are still impacts from radiant heat with a large tree containing epicormic shoots post fire.
 - Discussion and inspection of overhead powerlines and exclusion zones maintained by plant and equipment to mitigate arc flash risks. Tas Networks is notified of forest operation, and any advice is documented within the Forest Operation Safety Plan.
 - Browsing control plots have been established within the coupe. Browsing is controlled by shooting.

Regeneration of eucalypt species within the coupe from the seed bank and by aerial sowing resulted in acceptable stocking levels.

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

Finding Reference	2621133-202502-I2	Certificate Reference	AFS 603478
Certificate Standard	AS/NZS 4708:2021	Clause	11.4
Location reference	0047483115-001		
Assessment Number	3957775		
Category	Opportunity for Improvement		
Area/Process:	Site 1: TA001L - Native Forest - Clearfall (Roding Harvesting and Reforestation)		
Details	A grip on an access track used by contractor undertaking clearing around a large tree as well as undertaking firebreak track construction was damaged and not fully effective.		

Site 2: TA018L - Native Forest - Clearfall (Roding Harvesting and Reforestation):

Site visit to forest operations to consider the effectiveness of forest management system operational controls including:

- + Objective evidence
- Hazard Notification Form
- Natural and Cultural Values Guidance
- Forest Practices Plan No. CGP0349 and Variation No. 3
- Earth Sciences and Cultural Heritage Evaluation Sheet dated 19/01/2023
- FPA Historical Site Recording Form

+ Processes observed/demonstrated including interviews:

- Review of process for STT to communicate coupe related hazards to contractors using the Hazard Notification Form. Hazards identified included traffic from tourist accessing Fortescue Bay campground and hazardous trees.
- Review of processes to identify indigenous and non-indigenous values. The FPP identified an old non-indigenous cultural heritage site relating to an old sawmill and then during forest operations additional sites were identified. Variations to the FPP identified and protected these sites by marking with blue and white tape and managing with machinery exclusion zones.
- Contractors that identified cultural heritage sites utilised the Natural and Cultural Values photo guide.
- Inspection of non-indigenous cultural heritage sites and maintenance of exclusion zones to protect sites. Forest operations were generally excluded from sites however there was some initial minor impact to rock structures presumably from the initial discovery of site. Also, pushing of vegetation from outside of exclusion zone.
- The FPP has been updated to require contractors to be able to identify in the field wedge tail eagle nests.

- Review of processes for the restoration of extraction and fuel break tracks using grips and spacing of these as per C6.1.2 and Table 5 of the Code, following harvesting and fuel break construction operations. Spacing of grips has considered soil erodibility class of medium which was specified within the FPP. Drainage of extraction and fuel break tracks were in accordance with the Code.
- Inspection of Wildlife Habitat Clump boundary and walk-in in to assess values including hollow bearing trees and recruitment habitat trees. Also, adherence to boundary marking protocol for protection of cultural heritage for old sawmill. Boundaries are determined using differential GPS devices in field by STT staff and marked using blue tape.
- The coupe included drainage depressions and measures to protect water quality were evident.
- FPA Historical Site Recording Form updated to incorporate the newly identified non-indigenous cultural heritage sites associated with the forest operation i.e. the new sites are in addition to the spot mill identified on FPA Historical Site Recording Form dated 17.11.22 and updated 22.12.22.

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

Site 3: Simmonds Hill Quarry:

Site visit to forest operations to consider the effectiveness of forest management system operational controls including:

- + Objective evidence
 - Environmental Protection Notice 9683/1
 - Contractor Job Specification: Quarrying Works
 - Take 5 Simmonds Quarry
 - Hygiene Status Report dated 21/03/23
 - Quarry Monitoring Form 22 Nov 2024
- + Processes observed/demonstrated including interviews:
 - Participate in quarry related risks / hazards as part of Take 5 including loose rocks and public traffic.
 - Discussion and review of planning and related compliance obligations related to operation of Quarry including in accordance with the Quarry Code of Practice 2017.
 - Review of contractor job specification for drill and blast and crushing operations. The specification includes consideration of site specific hazards notably unstable rock and public traffic. Also, site specific environmental values relating to hours of operation for blasting between 1000 hrs and 1600 hrs and biosecurity wash down requirements. A planning and operational handover checklist support review and communication of plan requirements.
 - Phytophthora has been detected within the quarry so material cannot be used in phytophthora sensitive areas. Review of Hygiene inspection report which considers environmental related conditions such as weeds and pests.
 - Inspection of quarry considered height of face less than 15m and benched. Overburden retained and bunded. Quarry floor draining stormwater to culvert and discharge without impact on water quality.

Processes have been implemented effectively, and outcomes are consistent with the requirements of the Standard. Refer to opportunity for improvement below.

Finding Reference	2621133-202502-13	Certificate Reference	AFS 603478
Certificate Standard	AS/NZS 4708:2021	Clause	6.1.3 & 9.1.2
Location reference	0047483115-001		
Assessment Number	3957775		
Category	Opportunity for Improvement		
Area/Process:	Site 3: Simmonds Hill Quarry		
Details	Clause B2 of the Environmental Protection Notice prescribes noise and vibration limits that must be complied with for blasting and crushing operations, however, no records that verify compliance to the Notice are obtained by STT from the contractor, thus impacting STT's ability to maintain knowledge of their compliance status to the Notice. Further, records of inspections of the quarry during operation and annually (i.e. Quarry Monitoring Form and WHS Inspection) have not been maintained.		

Site 4: TA012K Roadline:

Site visit to forest operations to consider the effectiveness of forest management system operational controls including:

- + Objective evidence
- Map and Report
- Forest Practices Plan No. MLB017-01
- Email dated 10/12/2024 - FPA - A/Chief Forest Practices Officer

+ Processes observed/demonstrated including interviews:

- Undertaken field based induction and take 5 prior to the commencement of in-field visit.
- Discussion regarding decision to withdraw from operation after initial road construction was commenced including request to remediate the temporary crossing of class 3 stream after direction from Tasmanian Police to cease operations. STT notified FPA and obtained permission to maintain temporary crossing for longer than the code stipulates.
- All trees felled to create road have been felled within the roadline clearing.
- Discussion regarding FPP objectives relating to harvest using aggregated retention method and maintain influence of adjacent forest of 50% and return to native forest. Felled area will be burnt and sown with species mix similar to current forest composition.
- Inspection of wildlife habitat clump that has been retained including consideration of habitat values and harvest boundary marking using blue tape. No trees are to be felled over the boundary unless approved by an FPO.
- A cultural heritage site i.e. timber tramway is identified in the streamside reserve (SSR). Also, an informal survey is required to be completed within a 100m of SSR on Class 2 & 3 streams.

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

Site 5: Geeveston Office Depot and IST:

Site visit to forest operations to consider the effectiveness of forest management system operational controls including:

- + Objective evidence
 - Geeveston Building Evacuation Plan
 - Defibrillator Pad Pack expiry 1/11/28
 - Fire Wardens
 - Safety Circle Agreement
 - Tas Fire Equipment Tax Invoice 25/10/24
 - Southern Region Burn Program
 - Emergency Procedure Spills
 - GHD Proposal for UPSS Assessment prior to the decommissioning Works 43 Cemetery Road Geeveston
 - EPA - Underground Petroleum Storage Systems (UPSS)
 - SDS DuPont Oust

+ Processes observed/demonstrated including interviews:

- Inspection of Geeveston office to confirm emergency preparedness and response plans are in place. Emergency lighting, fire extinguishers and hose reels have been inspected.
- Kitchen appliances in Geeveston Office have been test and tagged in Jan 2025. First aid kits are in a serviceable condition.
- Inspection of fire operations room in Geeveston Office and resources to support response to fires.
- Inspection of chemical storage handling and disposal arrangements for 2 x chemical stores. The flammables store is bunded, spill kit stocked and available with good housekeeping demonstrated. SDS for Oust was sighted next day on ChemAlert.
- Review of project to decommission underground diesel fuel tank. The EPA have been notified of decommissioning of the diesel tank.
- A new double skinned fuel tank has been purchased and is in use.
- The depot electricity supply has been upgraded by energy distributor Tas Networks.
- Inspection of IST log yard and mill to consider effectiveness of controls including log stacking and cut board stacks. A new shed has been built to support air drying and preservation of timber condition in processed boards.
- Safe Work Instruction (SWI) for Loader is in draft but has had input from site teams. An SWI for forklift is yet to be developed.
- Work observation saw operator undertaking saw operations using Wood Mizer LT 70 and loader to turn log. A dust extraction unit and water for saw is used to mitigate dust emissions.
- Inspection of IST shop and specialty timbers sold to customers.

Processes have been implemented effectively, and outcomes are consistent with the requirements of the Standard. Refer to opportunity for improvement below.

Finding Reference	2621133-202502-I4	Certificate Reference	AFS 603478
Certificate Standard	AS/NZS 4708:2021	Clause	8.1 & 8.2
Location reference	0047483115-001		
Assessment Number	3957775		

Category	Opportunity for Improvement
Area/Process:	Site 5: Geeveston Office Depot and IST
Details	Opportunities for improvement in operational controls at Geeveston Office, Depot and IST include: - Geeveston Office: Hard copy procedures are maintained for use in the event of a loss of power or systems, however, some procedures are not the current version. - Geeveston Depot: Material from the stockpiles are overtopping logs with potential to disperse over depot boundary. - IST: Logs stacks are being stored within the drip zone of trees in log yard and adjacent paddock. Compliance obligations as they relate to protection of trees on the site are not known. - IST: The flow of surface water from roads and log yard are not directed to retention pond at rear of site.

Site 6: AR054J Native Forest Harvest - Cowan Mechanical:

Site visit to forest operations to consider the effectiveness of forest management system operational controls including:

+ Objective evidence

- Forest Practices Plan No. DRWR0020-01
- Safe Work Procedure - Landings
- Log Delivery Docket 7413586 & 7411668
- PCBU Safety Audit
- Hazardous tree Guide
- Log Tag No.

+ Processes observed/demonstrated including interviews:

- Participate in site based induction undertaken by the harvesting contractor. Topics covered included emergency meeting points, communication methods, PPE, risks and hazards related to the site such as log loading and landings and adjacent quarry.
- Signs designating the work zone of the forest harvesting operation were in place.
- Review of FOS Plan and related Safe Work Procedures (SWP) that have been reviewed and implemented by the contractor.
- Undertake an inspection of landing operational activities to confirm they were in accordance with the relevant SWP.
- Review of log dockets to confirm chain of custody declarations for pulp load dispatched from operation.
- Inspection of e extraction track drainage and restoration process to mitigate soil erosion in moderate and high soil erosivity sites.
- Discussion regarding high quality sawlog specification and grading.
- Sighted Wildlife Habitat Clump which also encompasses old spot sawmill site, which has been identified as non-indigenous cultural heritage.

Processes have been implemented effectively and outcomes are consistent with the requirements of the Standard. Refer to opportunity for improvement below.

Finding Reference	2621133-202502-15	Certificate Reference	OHS 603481
Certificate Standard	ISO 45001:2018	Clause	6.1.1
Location reference	0047483115-001		
Assessment Number	3957775		
Category	Opportunity for Improvement		
Area/Process:	Site 6: AR054J Native Forest Harvest - Cowan Mechanical		
Details	Cable Logging is recorded as a risk / hazard within the FOS, however, the AR054J operation is a mechanical harvest operation, and no cable harvesting will occur.		

Site 7: AR087D/AR 051F Native Forest Harvest (Bennetts Cable):

Site visit to forest operations to consider the effectiveness of forest management system operational controls including:

+ Objective evidence

- Bennett Family Trust: Harvesting and Haulage Contractors: Site Induction for Subcontractors and Regular Visitors
- General Worksite Emergency Plan
- Employment Hero
- Harvesting Forest Operations Safety Plan
- Cable Logging Safe Work Procedure - 18/09/24
- Safety Work Practice - Proper Mounting / Dismounting of Equipment
- Hazard Alert - Hazard of Chain Shot in Logging
- Emergency Meeting Point Procedures
- WHS General Statement of Policy for The Bennet Family Trust
- Forest Practices Plan DWR0020-01
- Variation No.2 FPP

+ Processes observed/demonstrated including interviews:

- Participate in site based induction with site supervisor including review of site specific risks / hazards and emergency response arrangements such as location of Emergency Meeting Point 343 and emergency assembly point.
- Review of worksite emergency plan and emergency equipment including first aid kit and fire extinguishers.
- Review of contract training records for worker specific to roles relating to cable operations. Worker has competency Cable Logger Advanced.
- Contractor has modified SWP Cable Operation to how choker setters communicate using various methods not just the tooter, but when operations commence the yarder operator does not move lines until signal using tooter.
- Contractor advised that all incidents are reported to STT personnel such as a machine fire that occurred at a forest operation.
- Review of FPP variation relating to the inclusion of the following: Section A - prescription that forest operations will be conducted in a manner to minimise impact on large trees and Section C Harvesting of Timber: Large Living Trees will be retained where it is safe to do so.
- Inspection of landing and retention area that is to be maintained to preserve large trees but also conduct cable operations safely.

- Observation of young worker (17 years) operating an excavator, who has been working in the industry for 8 months and is monitored under direct supervision.
- Inspection of road construction between landings on the coupe and associated culverts at spacings of approximately 120m in accordance with Forest Practices Code table 2 for erodibility class moderate to high with road grade 1-5%.
- Observe adherence to boundaries for wildlife habitat clumps by contractor who is using Avenza maps.
- Fire tank and pump is maintained on the site to suppress any fire should it start.

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

Site 8: RU001Z Plantation Site Preparation:

Site visit to forest operations to consider the effectiveness of forest management system operational controls including:

- + Objective evidence
- Operational Coupe Notes
- Forest Practice Plan MSC0017 Map Only
- Email dated March 7
- Summary of key Points from STT for spraying
- PIRI Toxicity Risk Assessment
- Contractor Chemical Application Record No. 1559 dated 28.03.24
- RU0001Z Flight Lines
- Aerial Spray Notification - Agvet Chemical Program
- Consultation Manager - ID 5920 Huon Aquiculture - RU-001YZ
- Analytical Services Tasmania Report No. 30754

+ Processes observed/demonstrated including interviews:

- Participate in induction to site to promote awareness of risk / hazards and controls and emergency response arrangements.
- Overview of previous management by another forest manager as a softwood plantation under FPP and now the responsibility of STT to establish site as a eucalypt plantation.
- Soil erodibility identified as medium to high which required modified prescription for cleared areas with slope of 19-23 degrees which can be burnt but no site preparation and then hard plant. For sites above 23 degrees slope this prescribed no burning, and use of Wilco spot cultivator prior to planting. Machine was directed not to enter drainage depressions. Note: Wilco only used on hard soil sites.
- Inspection of area identified as Machine Exclusion Zones which were reclassified as Streamside Reserves due to waterflow during wet periods.
- Inspection of windrows which incorporate large hardwood logs that are hollow and may support devil habitat. These windrows are excluded from burning.
- Inspection of Wildlife Habitat Clump and adherence to boundary. Also relocation of track to avoid large tree that was deemed hazardous but was not felled.
- Inspection of internal tracks and drainage as well as issues that required management to reduce impacts from wet weather such as the cessation of site preparation operations.
- Operational Coupe Notes record interaction with contractor in relation to management of operations including communication of the FPP and job plan and contractor FOS Plan hazardous tree and variation to FOS Plan, reclassification of streamside reserve, wet weather stop, devil habitat old windrow management, drainage depression taped out 10m each side, traffic management, inductions, 3 points of contact, Forest Safety Code and Forest Practices Code.
- Review of stakeholder interaction with Huon Aquiculture and request from stakeholder to provide them

with information regarding chemical spray procedures, operational plan and chemical application records for day of spray application and results of water sampling above water intake for Huon Aquiculture. Water sampling records indicated pre and post spray results for chemicals used were below detectable limits.

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

Site 9: Lampton Avenue Office and Depot:

Site visit to forest operations to consider the effectiveness of forest management system operational controls including:

- + Objective evidence
 - 2-26 Lampton Ave Building Evacuation Plan
 - Emergency Action Guide
 - Fire Action Plan
 - Fire Season Contact Directory
 - Emergency Response Procedure - Forest Road Failure V2 dated July 2014
 - Lampton Avenue Emergency Procedure dated May 2022
 - 12 Point Trailer Safety Check
 - Out of Service Tag - Chain testing required
 - Power App Fire Vehicle Check Rego 7641
 - SDS Castrol Solvent Cleaner on ChemAlert dated Sept 2014
- + Processes observed/demonstrated including interviews:
 - Sign on and participate in office induction.
 - Review of emergency preparedness and response arrangements including evacuation plans and assembly points, first aid kits, fire extinguishers and hose reels. An Emergency Information station is maintained in the kitchen. AED and first aid kits are in a serviceable condition and first aiders and fire wardens communicated. Exited building via fire stairs adjacent to kitchen.
 - Inspect fire room and infrastructure used to manage incidents including fire cameras and AI, Fire Action Plan which includes relevant operational information including resources such as emergency contacts. The Fire Season Contact Directory is updated each year. A log is maintained by the Duty Officer, however GRN radio conversations are recorded so there is less reliance on logs.
 - All lifting equipment is tagged out of service in fire team shed (note: it is inferred that the yellow jib is also tagged out as jib above it (Serial No. 10611) is tagged out of service. The container that contains lifting equipment used for roading is locked out with an individual lock.
 - Inspection of chemicals store to assess chemical handling and storage including spill kits are stocked and available and SDS are accessible using ChemAlert. Signage is in place outside of chemical stores.
 - All electrical equipment in Depot and Office has been test and tagged.
 - Inspection of Heli torch trailer, cage trailer and low sided white trailer. A pre-inspection checklist is attached to the trailer.
 - Undertake fire vehicle check using checklist in PowerApp.

Processes have been implemented effectively, and outcomes are consistent with the requirements of the Standard. Refer to opportunity for improvement below.

Finding Reference	2621133-202502-16	Certificate Reference	AFS 603478
Certificate Standard	AS/NZS 4708:2021	Clause	8.1
Location reference	0047483115-001		
Assessment Number	3957775		
Category	Opportunity for Improvement		
Area/Process:	Site 9: Lampton Avenue Office and Depot		
Details	Opportunities for improvement in operational controls at Lampton Avenue Office and Depot include: - Lampton Office: Hard copy procedures are maintained for use in the event of a loss of power or systems, however, some procedures are not the current version. - Lampton Office: Electrical cable and power board are located within close proximity to hot water urn and sink which may present an electrical hazard. - Lampton Depot: Fire team shed: Safe Work Limits for racking that refers to the maximum weight that the racking system can safely hold without risk of collapse were not in place. Similarly, shelves comprised of chipboard did not have pallet support bars in place under heli-torch and hose reels stored at height (3rd shelf) in racking. - Lampton Depot: Fire team shed: Plant and equipment risk assessments have yet to be completed for pedestal drill (observed without chuck guard), bench grinder and belt sander - Lampton Depot: - Records of pre-start inspections for forklift and trailers are not being maintained.		

Next visit objectives, scope and criteria

The objective of the assessment is to conduct a surveillance assessment and look for positive evidence to ensure the elements of the scope of certification and the requirements of the management standard are effectively addressed by the organisation's management system and that the system is demonstrating the ability to support the achievement of statutory, regulatory and contractual requirements and the organisations specified objectives, as applicable with regard to the scope of the management standard, and to confirm the on-going achievement and applicability of the forward strategic plan.

The scope of the assessment is defined in the plan provided in terms of locations and areas of the system and organisation to be assessed.

The criteria of the assessment is AS/NZS 4708:2021 and ISO45001:2018 and Sustainable Timber Tasmania management system documentation.

Please note that BSI reserves the right to apply a cancellation charges in accordance with contractual agreement with Sustainable Timber Tasmania.

Next Visit Plan

A detailed assessment plan will be provided prior to the next visit

Next Hybrid Audit Visit Plan

A hybrid audit plan has yet to be developed in conjunction with Sustainable Timber Tasmania

Appendix: Your certification structure & ongoing assessment programme

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.

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.

Assessed location(s)

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

/ 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	Continuing assessment (surveillance)
Assessment number	3957775
Assessment dates	24/02/2025
Deviation from Audit Plan	Yes
Reason for deviation from Audit Plan	The assessor team leader was absent due to illness. This required the reallocation of the audit team leader and extension of audit time for individual from 5 days to 7 days. Note: The planned audit duration for this audit was 10 days so 3 days will be added to surveillance audits over the audit cycle to ensure the minimum days for the audit cycle are met.
Total number of Employees	167

Effective number of Employees	167
Scope of activities at the site	Main Certificate Scope applies.
Assessment duration	7 day(s)

Certification assessment program

Certificate Number - OHS 603481

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		X
11.2 Forest ecosystem health		X			X	X
11.3 Biodiversity		X			X	X
11.4 Soil and water resources		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 - Peninsula		X	X		X	X
Operations - North East		X		X		X
Operations - North West		X		X	X	X
Perth Nursery		X		X		X

Hybrid Audit Certification Assessment Programme

A hybrid assessment programme has yet to be developed in conjunction with Sustainable Timber Tasmania

Expected outcomes for accredited certification.

What accredited management system certification means?

To achieve an organisation'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 organisation has a management system that conforms to the applicable requirements of the specific ISO standard.

In particular, it is to be expected that the organisation

- has a system which is appropriate for its organisational 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 recognise that management system standards define requirements for an organisation'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 organisation'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 organisation 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 organisation is providing a superior product and service, or

- that the organisation'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.

Observation:

It is ONLY applicable for those schemes which prohibit the certification body to issue an opportunity for improvement.

It is a statement of fact made by the assessor referring to a weakness or potential deficiency in a management system which, if not improved, may lead to a nonconformity in the future.

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.

BSI, its staff and agents shall keep confidential all information relating to your organisation and shall not disclose any such information to any third party, except that in the public domain or required by law or relevant accreditation bodies. BSI staff, agents and accreditation bodies have signed individual confidentiality undertakings and will only receive confidential information on a 'need to know' basis.

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.