

Forest Management System – Summary Audit Report			
Client name:	Forest Products Commission	Certificate #:	AFS 709544
Client address	3 Baron-Hay Court Kensington WA 6151	Website:	fpc.wa.gov.au
Audit type:	Routine Surveillance	Audit date:	October 2020
Standards:	AS4708:2013 ISO 14001:2015	Auditor/s:	Ross Garsden
This document provides a summary of the findings contained in a report to this client with respect to the implementation of the client's management system as determined during an audit conducted by BSI.			

Scope of certification:

The processes involved in the management of native forests and plantations in Western Australia including: the planning and supervision of harvesting operations; the transport, processing and sale of forest products; the development and maintenance of associated infrastructure; and post-harvest re-establishment activities.

Executive summary:

This report presents the findings of a routine surveillance assessment of the forest management system operated by the Western Australian Forest Products Commission with respect to conformance with the requirements of AS4708:2013. The audit was conducted simultaneously with an assessment of compliance with ISO14001:2015. As noted previously, the requirements of ISO14001 support many of the requirements of AS4708.

The audit was conducted remotely, due to the current COVID-19 situation. The audit was made possible through the use of information and communications technologies, including MicroSoft Teams for video-conferencing, screen-sharing and access to relevant staff, documents and records. There were no connectivity issues and the audit achieved its objectives.

The audit included corporate processes conducted at the Head Office in Kensington and Bunbury Office, as well as a range of forest operations conducted from Nannup, Manjimup and Harvey. The assessment also included the Manjimup Nursery and Seed Centre. Site or operation-specific assessments were supported by relevant staff and contractors who provides access to relevant documentation and records.

The audit included direct engagement with DBCA, the regulator and confirmed the organisation's commitment to continual improvement in its strategic management; operational performance; and the systems that support the business.

Key strengths of the organisation and the management system identified in this audit include:

- The organisation's responsiveness and ability to make changes when opportunities for more efficient and effective approaches are identified e.g. in safety management systems;
- Demonstrated corporate support for on-going and collaborative research e.g. remote sensing projects;

- Development and utilisation of various flow charts to simplify the understanding of complex processes, e.g. adoption of process flow chart for the nursery with reference to relevant JSAs and Work Instructions, replacing rather wordy procedures;
- Demonstrated effectiveness of the utilisation assessment and reporting processes;
- Processes for optimisation, noting that further strategic improvements are planned, including a calibration procedure and early detection of defects on a daily basis. The latter requires in-house IT development. A significant improvement in wood flow is anticipated in this regard.

Significant improvements noted in this assessment include:

Safety related

- Hazard/incident reporting arrangements, and actions arising from incidents;
- Improvements arising from emergency testing procedures;
- industry leadership in improving performance in relation to heavy vehicle transport.

Corporate processes

- Strategic planning processes and the uniform identification and assessment of corporate risks and opportunities across all areas of the business (FPC Risk Register)
- The management review framework which is now effectively meeting the intentions and expectations of the Standards.
- Reporting processes: the effectiveness of the dashboard
- Internal audit arrangements: The Internal Audit Schedule is described in the Master Plan which has been approved by the Audit and Risk Committee. Progress is reported quarterly. The schedule is spread over a five-year plan and areas of higher risk are audited more frequently.
- Stakeholder engagement framework and associated processes – fully supported by on-ground staff

Adoption and uptake of new technologies

- Use of iAuditor at the Nursery for maintaining records.
- Improvement in the nature and condition of the resource arising from the remote sensing work.
- The development of the EDN system and further opportunities in this regard.
- Training and improvement in harvest technique flowing on to improvements in utilisation

Fire management

- The development of a standardised fire management plan template to provide a uniform approach to fire management at asset level.
- FPC has recently developed a checklist for utes and heavy vehicles (FPC 150) and this is now being used for assessing vehicle readiness prior to the season. Likewise, FPC810 has developed a checklist to verify contractor capability and preparedness.

FPC has taken action to address all prior non-conformances. These are now closed. Two minor non-conformances have been identified in relation to:

- inconsistency in planning processes and the handover from Planning to Operations; and
- processes for monitoring and reporting of overloads for at-stump and roadside sales.

The report also notes a range of further opportunities for improvement.

The auditor would like to acknowledge the cooperation, professionalism and constructive engagement of all staff involved in the planning and conduct of this audit. This contributed significantly to the overall effectiveness of the assessment process.

The audit has determined that the organisation continues to meet the requirements of AS 4708:2013 and ISO 14001:2015.

Defined forest area statement

The DFA incorporates the following FMUs:

The DFA comprises 5 forest management units located in the south-west of Western Australia: these are described as Northern jarrah; Southern jarrah; Karri forests; Softwood plantations; and Mixed eucalypt plantations.

Defined forest area (in hectares):

1,265,064 ha

Advised to AFS Limited on:

3 July 2020

Certificate expires on:

29 June 2022

Report prepared by:

Ross Garsden

Lead Auditor – Forest Management Systems

Name of person who prepared this report

Position

END OF REPORT