

Responsible Wood® Forestry Standard

Forest Management System Summary Report

Timberlands New Zealand Ltd

Certificate # SCS-NZS-002

99 Sala Street

Rotorua, NZ

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SECTION A – PUBLIC SUMMARY REPORT

1. General Information

1.1 Name and Contact Information

Organization name	Timberlands Ltd		
Contact person	Colin Maunder-Forest Risk Manager		
Address	Sala Street, Rotorua P.O Box 1284, Rotorua 3040 New Zealand	Telephone	+64 7 343 1070
		Fax	+64 7 343 1071
		e-mail	Colin.maunder@tll.co.nz
		Website	www.timberlands.co.nz

1.2 RW/ PEFC Sales Information

<input type="checkbox"/> RW/ PEFC Sales contact information same as above.			
RW/ PEFC salesperson	Andrew Peddie		
Address	Sala Street, Rotorua P.O Box 1284, Rotorua 3040 New Zealand	Telephone	+64 7 343 1070
		Fax	+64 7 343 1071
		e-mail	Andrew.peddie@tll.co.nz
		Website	

1.3 Scope of Certificate

Any changes in the scope of the certification since the previous audit are highlighted in **yellow** in the tables below.

Checking this box indicates this is a Stage 1 summary report, and the scope table below reflects relevant information for the certification *applicant* (i.e., certification decision not yet determined).

Certificate Code <input type="checkbox"/> N/A (Stage 1 summary report)	SCS-RW-003	
Certification Statement <input type="checkbox"/> N/A (Stage 1 summary report)	The scope of the certificate includes all activities associated with the Organization’s sustainable forest management system with the Defined Forest Area(s) (DFA), including the harvest, transport, and sale or trade of forest products. The Organization has sufficient control over any contracting or outsourcing of forest management planning and activities to ensure conformance to applicable certification requirements.	
Certification Recommendation by Audit Team to SCS <input type="checkbox"/> N/A (Stage 1 summary report)	<input checked="" type="checkbox"/> Initial or continued certification is recommended, subject to the Organization	<input type="checkbox"/> Initial or continued certification is not recommended (<i>explain</i>):

	meeting deadlines to response any findings issued.	
Certificate Type	<input checked="" type="checkbox"/> Single DFA	<input type="checkbox"/> Multiple DFA
	<input type="checkbox"/> Group	
# Group Members (if applicable)	N/A	
Number of DFAs in Scope of Certificate	Single Defined Forest Area with 2 Forest Management Units. The forest management units are described as Group A: Kaingaroa Timberlands South and Group B: Kaingaroa North + 8 Satellite forests	
Description of DFA(s) as Advised to RW Limited	Area (ha):	93,765 ha Kaingaroa Timberlands South
	Area (ha):	112,262 Kaingaroa North and 8 satellite forests
	Refer to publicly available maps and information about the DFA(s) provided by the Organization on its website (www.tll.co.nz) or upon request via the contact person cited at the beginning of this report.	
Exclusion of areas from DFA(s)	<input type="checkbox"/> N/A – Entire DFA(s) owned or managed by the Organisation is included in the scope of certification. 1. Te Manawa o Tuhoe. Managed under separate contract to KT and the forest owners have elected not the take up Responsible Wood certification. 2. Ngati Rangiwewehi were successful in negotiating with the Crown the return of its land in the Mamaku North block (SF3). This block of land is located just north of Oturoa Rd and east of the highway at the western end of galaxy north road. To facilitate the land return Ngati Rangiwewehi set up a new entity, Te Tahuu o Tawakeheimoa Trust (TTTT), to hold these lands in Trust for the Iwi. Concurrently with this the landowners were successful in negotiating the sale and purchase of the Mamaku North lease from Viking Global NZ. OTPP hold an existing sublease which expires as they harvest the mature crop. After harvesting the land is returned to TTTT. To hold the lease and manage its forestry investment the TTTT board established a new forest company called Tawakeheimoa Forest Company (TFC). TFC appointed TL to be their forestry manager. In brief: 1. The forest is called the SF3 Mamaku North forest. Iwi wish to change the name to “Te Riu o Tawakeheimoa” after one of their prominent ancestors who lived in this area. 2. The land and trees are owned by Ngati Rangiwewehi through their wholly owned entities TTTT and TFC. 3. The total area of the head lease is approx. 1400 hectares a. TFC own trees across ~560 hectares	

	<p>b. OTPP hold a sublease for ~840 hectares. About 400 hectares of this will be clearfelled and returned to TTTT/TFC within the next 5 years. The balance will be harvested and returned in another 10-20 years. The sublease requires the land to be returned in a fully planted state.</p> <p>c. TFC will own therefore own 1400 hectares of forest when this handback is completed.</p> <p>4. The existing TFC includes around 92 hectares of mature forest, which is likely to be harvested with the next 1-3 years. The balance is relatively juvenile forest aged between 1-8 years of age. The entire crop is Radiata Pine.</p> <p>5. The crown kept all native areas so only production exotic forest land was included in the Ngati Rangiwewehi land settlement.</p> <p>6. Ngati Rangiwewehi are proud to be forest owners.</p> <p>7. Hunting access will be restricted to Iwi affiliated person only (plus forest management staff access may also apply)</p> <p>In 2019 TL completed harvesting of a one rotation forestry right at Pokopoko. This land was then transferred back to the owner and has been removed from the DFA.</p> <p>Otherwise, the only change has been the annual addition of new forest rights in Tarawera Forest, where after harvesting Hancock hand over the right (in accordance with the agreements with land owner; Tarawera Land Company) to replant to Timberlands.</p>
	<p>Organisation wishes to exclude portions of the DFA(s) under evaluation from the scope of certification (check all that apply):</p> <p><input type="checkbox"/> Nursery areas within the DFA(s);</p> <p><input type="checkbox"/> Transportation infrastructure under the control of the Organisation, but outside of the DFA(s);</p> <p><input type="checkbox"/> Areas under the control of the Organisation such as log dumps, merchandising yards or ports within or outside of the DFA(s). <i>Note that COC requirements still apply to the forest products that have come from the DFA(s) and may be evaluated onsite to determine conformance to such requirements; and/or</i></p> <p><input type="checkbox"/> Public infrastructure development areas not under the management control of the Organisation (see AS4708 GN01-2013, Requirement 3.9, Guide to implementation, infrastructure, item 2 for more information).</p>
	<p><input type="checkbox"/> The Organisation has persistently or seriously failed to meet the certification requirements for specific areas within the DFA(s). The Certification Body has reduced the scope of certification to exclude these areas not meeting the certification requirements. These reductions have been duly reviewed by the Certification Body and are in line with RW certification requirements.</p>

Applicable Standards/ Guidance	<input type="checkbox"/> AS4708-2013 (Australian Standard® for Sustainable Forest Management)	
	<input checked="" type="checkbox"/> NZS4708-2014 (New Zealand Standard® for Sustainable Forest Management)	
	<input type="checkbox"/> AS4708 GN02-2013 (Guidance for the certification of group forest management)	
Forest Ownership Type	<input checked="" type="checkbox"/> Single Entity – One site – Single forest owner and single forest manager. <input type="checkbox"/> Multi-site Entity – Multiple sites – Single forest owner and single forest manager <input type="checkbox"/> Multi-site Entity – Multiple sites – Multiple forest owners and single forest manager <input type="checkbox"/> Group Entity – Multiple sites – Multiple forest owners and multiple forest managers controlled by a Group Manager	
Forest Management Type	<input checked="" type="checkbox"/> Plantation	<input checked="" type="checkbox"/> Natural/ semi-natural
Forest Product Type(s)	<input checked="" type="checkbox"/> Roundwood	<input checked="" type="checkbox"/> Chips
	<input type="checkbox"/> Non-timber Forest Products	<input type="checkbox"/> <i>Other (describe):</i>
Species (Common and Scientific Name(s))	<i>Pinus radiata</i> (Radiata Pine) <i>Pseudotsuga menziesii</i> (Douglas-Fir) <i>Cupressus lusitanica</i> (Mexican Cypress) Other minor species	
Statement on the conformity and effectiveness of the management system together with a summary of the evidence relating to: <ul style="list-style-type: none"> - the capability of the management system to meet applicable requirements and expected outcomes; - the internal audit and management review process 	<p>Overall, Timberlands NZ maintains conformance to the Responsible Wood standard. The company maintains significant technical and personnel capabilities to manage the current estate. The auditor issued a number of minor nonconformances and opportunities for improvement, generally related to documentation errors or minor on ground issues seen during site visits.</p> <p>While the SCRIM system continues to be implemented to manage incidents and corrective actions and support continual improvement in forest management practices, this is proving more and more difficult due to technological issues and will be replaced in the upcoming audit period.</p> <p>The Timberlands Board of Directors has altered and now includes shareholder representatives. This is seen as a very positive move by Timberlands senior leadership.</p>	
Conclusion on the appropriateness of the certification scope	<p>The certification scope includes only lands managed as Kaingaroa Timberlands as is appropriate. A small portion of forest known as Te Manawa O Tuhoe is excluded from the scope since the owners of these forests did not wish to pursue certification at this time under PEFC and currently hold FSC Certification. Another small</p>	

	privately-owned forest (Te Riu o Tawakeheimoa, owned by iwi) is also excluded as the forest owners do not wish to pursue certification.
RW Logos/labels	<input checked="" type="checkbox"/> Logo checked and conformant (no non-conformities issued) <input type="checkbox"/> Logo checked, and Nonconformities issued

2. Audit Dates and Activities

2.1 Audit Itinerary and Activities

N/A (Stage 1 Audit)

Type of Audit:	<input type="checkbox"/> Evaluation/ re-evaluation	<input type="checkbox"/> 1 st annual surveillance audit	<input type="checkbox"/> 2 nd annual surveillance audit	<input checked="" type="checkbox"/> 3 rd annual surveillance audit
	<input type="checkbox"/> Combined audit	<input type="checkbox"/> Joint audit	<input type="checkbox"/> Integrated audit	
	<input type="checkbox"/> Special audit (<i>explain</i>): Extra surveillance audit added to COVID 19 travel restrictions			
Date of Audit:	Monday 28 th September to Friday 2 nd October 2020			
Auditor(s):	Graeme Lea – Lea, Lead Auditor Tuesday Phelan - Auditor			
Objective and Scope of the Audit:	<input checked="" type="checkbox"/> Check to confirm audit objectives described below were met (required) <ul style="list-style-type: none"> ▪ Determination of the conformity of the organization’s forest management system with audit criteria ▪ Evaluation of the ability of the forest management system to ensure the organization meets applicable statutory, regulatory and contractual requirements. ▪ Evaluation of the effectiveness of the forest management system to ensure the organization is continually meeting its specified objectives; and ▪ As applicable, identification of areas for potential improvement of the forest management system (OFIs) ▪ Visits to a sample of operational sites representing a range of forest management activities in the three regional Forests Management Units including supporting infrastructure including: <ul style="list-style-type: none"> ▪ Harvesting operations ▪ Visits to a sample of operational sites representing a range of forest management activities in the Kaingaroa Timberlands South and Kaingaroa North Forest Management Units including supporting infrastructure: Waitapu Fire Store and workshop; Murupara Log Yard; Rainbow Mountain Lookout and Te Ngae Nursery. ▪ Viewed road systems and new engineering construction, including landing construction in Kaingaroa North. ▪ Reserves and sites of Significant Biodiversity Value under management: Iwitahi, Orchid reserve etc 			
Any deviations from the audit	There were no significant deviations from the audit plan as set out and presented to Timberlands New Zealand			

<p>plan and their reasons, if applicable:</p>	
<p>Summary of most important observations, positive as well as negative, regarding implementation and effectiveness of the Forest Management System:</p>	<p>This audit was a combined audit to both the NZS AS4708-2014 and another forest management standard. The combined audit uses qualified auditors to evaluate both the AFS and the other forest management standard.</p> <p>Lead auditors direct team members for evaluation of criteria and indicators. Overall Timberlands maintains conformance to the RW requirements which several minor nonconformance and Observations being issued at this audit. Several of these were documentation oriented nonconformances.</p> <p>There was one MAJOR nonconformance issued. This was an upgraded nonconformance from 2019 audit in relation to record management at the Te Ngae Nursery</p> <p>Organizational information, stakeholder engagement, field site visits, and various topic areas have been evaluated simultaneously.</p> <p>The Lead auditor noted overall conformance during documentation reviews, staff and stakeholder interviews and forest inspection visits.</p>
<p>Significant changes, if any, that affect the management system of the client since the last audit took place:</p>	<p>Apart from the changes in the Board of Directors (stated above), there were no significant changes noted to the management system since the last audit.</p>
<p>Effectiveness of taken corrective actions regarding previously identified nonconformities, if applicable:</p>	<p>A review of the effectiveness of corrective actions undertaken were considered as part of this assessment, Overall, corrective actions taken as a result of nonconformances issued at the 2019 audit were considered effective and adequate to ensure closure of all minor nonconformances and OFI's</p>
<p>Unresolved issues (if identified):</p>	<p>There was one MAJOR nonconformance issued. This was an upgraded nonconformance from 2019 audit in relation to record management at the Te Ngae Nursery. Record maintenance of the chemical inputs and outputs require investigation by TL NZ</p>
<p>Notes/Comments:</p>	<p>None</p>

SECTION B – APPENDICES (CONFIDENTIAL)

Appendix 1 – Findings (Non-conformities and Opportunities for Improvement)

Disclaimer: Auditing is based on a sampling process of the available information.

Finding Number: 2019.1	
Select one: <input type="checkbox"/> Major NCR <input type="checkbox"/> Minor NCR <input checked="" type="checkbox"/> OFI	
DFA NCR/OFI issued to (when more than one DFA):	
Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input type="checkbox"/> Next audit (surveillance or re-evaluation) <input checked="" type="checkbox"/> OFI: no deadline <input type="checkbox"/> Other deadline (specify):
AFS requirement:	1.5.2
Non-Conformity (or Background/ Justification in the case of OFIs):	
<ul style="list-style-type: none"> During documentation review the auditor reviewed both the 2018 and 2019 SCRIM database but due to there being no summary data could not verify the incidents from 2018 that had not been closed. Timberlands should review their SCRIM database to be able to track open incidents at the end of each year (or more regularly if required). Also the auditor confirmed that SCRIM must be reviewed at regular intervals to ensure information is updated and available for audit (refer INC 0410 dated 25 July 2018) 	
Evidence: The auditors could not determine of all Incidents in the SCRIM database remain open from 2018	
Action Plan and Root Cause Analysis (to be prepared by Organization)	<ul style="list-style-type: none"> SCRIM H&S system proving a difficult tool for some users, turning them off using it fully. In particular, with no offline function users are unable to easily enter or follow up incidents or audits in the field. Action Plan 1. Review other systems and determine if there is a better fit. 2. Transfer to better system. 3. Train users
SCS Review of Action Plan	<input checked="" type="checkbox"/> Accepted
	<input type="checkbox"/> Rejected (<i>explain</i>):
	SCS representative: G Lea Date: 8/8/19
Actions Implemented by Organization	1. Review completed and shortlisted to 2 options – one off the shelf (SHE) and the other a build platform based on GIS (ESRI). 2. 2nd phase of review undertaken with SHE and ECOPORTAL as shortlisted detailed options. 3. Ecoportal selected and introduced. 4. Working on go live in February 2021 5. Ecoportal provides off-line app for entry and improved data flows/logic.
SCS Review of Implemented Actions	Change process to engage a new OH&S Manager, to improve focus on both OH&S and Environmental issues with the company. Two independent safety audits carried out (Novatus and Minter Ellison)

	It is now going to be a staff requirement to ensure incidents are properly closed. The auditor does note there is no offline function in SCRIM SCRIM to be replaced by new system SEAMS (Safety<, Environmental... Management Systems this will include both OH&S and environmental incidents.
Status of Finding:	<input checked="" type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> Other decision (refer to description above)

Finding Number: 2019.2	
Select one: <input type="checkbox"/> Major NCR <input checked="" type="checkbox"/> Minor NCR <input type="checkbox"/> OFI	
DFA NCR/OFI issued to (when more than one DFA):	
Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> OFI: no deadline <input type="checkbox"/> Other deadline (specify):
AFS requirement:	1.3.2b
Non-Conformity (or Background/ Justification in the case of OFIs): During visits to the te Ngae Nursery, the auditor verified training records for staff and contractors, however there are no current chemical handling training records for Nursery specialist (Duncan Smith) who works for Doing good Ltd, and applies chemicals in the nursery.	
Evidence: No chemical handling training records for Duncan Smith, based at the Te Ngai Nursery and listed as a Nursery specialist who applies chemicals in the nursery	
Action Plan and Root Cause Analysis (to be prepared by Organization)	New contractor Doing Good had taken on the Nursery Specialist from the previous contractors. Training records had either been lost in transit or no in the possession of previous contractor. Also, Nursery Specialist, had completed the course, but NZ training provider known to be tardy with sending certificates. Action Plan 1. Determine if existing training records are available and obtain a copy. 2. If 1 cannot be completed, then Duncan undertake the training and obtain a new certificate.
SCS Review of Action Plan	<input checked="" type="checkbox"/> Accepted <input type="checkbox"/> Rejected (explain):
	SCS representative: Graeme Lea Date: 8/8/19
Actions Implemented by Organization	Certificates were checked and provided for each of the relevant workers. These are current and copies provided in the evidence folder
SCS Review of Implemented Actions	Grow safe certificate seen for Duncan Smith, expires 2021, Also reviewed Approved Handler certificates for 3 nursery staff

Status of Finding:	<input checked="" type="checkbox"/> Closed
	<input type="checkbox"/> Upgraded to Major
	<input type="checkbox"/> Other decision (refer to description above)

Finding Number: 2019.3	
Select one: <input type="checkbox"/> Major NCR <input checked="" type="checkbox"/> Minor NCR <input type="checkbox"/> OFI	
DFA NCR/OFI issued to (when more than one DFA):	
Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> OFI: no deadline <input type="checkbox"/> Other deadline (specify):
AFS requirement:	1.3.2g
Non-Conformity (or Background/ Justification in the case of OFIs): During visits to the contract planting crew CNI 21, the auditor found that the First Aid Kit was missing many basic first aid items, leaving only 2 bandages and some plasters leaving the kit almost unusable. Also the First aid Kit in the Waitapu Fire store workshop was also missing many items, meaning that if the fire appliance was not on site there may be a significant lack of first aid facilities available.	
Evidence: First aid kits badly depleted	
Action Plan and Root Cause Analysis (to be prepared by Organization)	<ul style="list-style-type: none"> For the CNI crew it is likely that the contents were “taken” since the last inspection. Given the amount of content missing and no injuries in the crew this is unlikely to have been depleted due to an injury. The missing contents would have been picked up at the next internal audit. For the fire store this kit was used as a secondary kit as the kits in the fire engines are fully stocked and checked. However, if the appliances are out there would not have been sufficient kit remaining in the store. The store had recently been audited by FENZ with a 100% pass. <p>Action Plan</p> <ol style="list-style-type: none"> Ensure kits are re-stocked. Notify contractors to check first aid kits regularly and include the first aid contents checklist. Keep first aid kits on audit checklist and actively audit for contents, including the list of contents. Also ensure contractors have a register of their first aid kits include first aid kit and contents on their regular internal checks.
SCS Review of Action Plan	<input checked="" type="checkbox"/> Accepted <input type="checkbox"/> Rejected (explain):
	SCS representative: Graeme Lea Date: 8/8/19
Actions Implemented by Organization	Waitapu kit stocked and checked – also other fire stores. a. All store kits have been replaced with new kits as an upgrade. 3 kits per site for fire appliance, fire trailer and fire store. Kits have list of contents for audits and will be checked regularly during fire season.

	<p>b. Fire contractors reminded of checking at their group meeting and looking at a method of sealing the kits that provides evidence if they have been opened and used.</p> <p>2. Checked crew kits have been included on (1/4ly) H&S audits to ensure regular checks are made. TL check if the crew has checked and re-stocked and also undertake an inventory check – include expiry dates. Using WorkSafe recommended list.</p>
SCS Review of Implemented Actions	<p>Contractors required to have regular first aid kits inspected. New first aid kits purchased for fire stores, one on the fire trailer, one on each appliance and one in each fire store.</p> <p>Contractors will audit kits twice each fire season, proposed that inspection tabs will be put on kits-meaning if the tab is broken it triggers queries around which incident it was used for, and what needs relacing.</p>
Status of Finding:	<p><input checked="" type="checkbox"/> Closed</p> <p><input type="checkbox"/> Upgraded to Major</p> <p><input type="checkbox"/> Other decision (refer to description above)</p>

Finding Number: 2019.4	
Select one: <input type="checkbox"/> Major NCR <input type="checkbox"/> Minor NCR <input checked="" type="checkbox"/> OFI	
DFA NCR/OFI issued to (when more than one DFA):	
Deadline	<p><input type="checkbox"/> Pre-condition to certification</p> <p><input type="checkbox"/> 3 months from Issuance of Final Report</p> <p><input type="checkbox"/> Next audit (surveillance or re-evaluation)</p> <p><input checked="" type="checkbox"/> OFI: no deadline</p> <p><input type="checkbox"/> Other deadline (specify):</p>
AFS requirement:	1.4.3 b and 6.4.3
Non-Conformity (or Background/ Justification in the case of OFIs):	
<p>The auditors visited Te Papa hauler harvesting site, finding that this is reasonably steep and broken country but that the contractor who had harvesting the area had not put in enough water run offs from steeper tracks. Once the contractor has left post operations equipment has not visited the site (due next week).</p>	
Evidence: Skid tracks not properly rehabilitated	
Action Plan and Root Cause Analysis (to be prepared by Organization)	<ul style="list-style-type: none"> • Further investigation found that the contractor (whose contract had concluded) had left without completing temporary post operation work on one small area. • Other areas observed at a distance during the audit were check by helicopter flight and controls were found to be in place. • The delay in the post ops machine arriving was because the operator had recently passed away. Work has now commenced. <p>Action Plan</p> <ol style="list-style-type: none"> 1. Ensure post ops are undertaken promptly for area in question. 2. Undertake regular inspection flights of high-risk areas – enter corrective actions into SCRIM to ensure follow up.

	3. Continue with program of monthly and post operation reporting and follow up by H&M team and Forest Risk.	
SCS Review of Action Plan	<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Rejected (<i>explain</i>):
	SCS representative: Graeme Lea	Date: 8/8/19
Actions Implemented by Organization	<p>1. Post operation water controls completed on track in question immediately after audit.</p> <p>2. The track has now been land prepped and planted.</p> <p>3. Monthly self-reports and audit schedule for high risk operations – contractor, harvest manager and then Sustainability Team to check sites (triple redundancy).</p> <p>4. Quarterly high risk helicopter flights initiated and included Te Papa (fourth redundancy)</p> <p>5. Established a Monthly H&M environmental review group – reviews the above high risk operation process.</p> <p>6. Moved to a 1% AEP regime aimed at slash and flood flow.</p> <p>7. Evidence of high performance (in other sites) from Environment Waikato Audit reports.</p> <p>8. BEPs updated to reflect NES-PF and 1% AEP.</p>	
SCS Review of Implemented Actions	<p>Te Papa site – further rain waters were also put in on this harvest area. Contractors self-report on issues and the Environmental team also inspect high risk operations before the contractor leaves the site</p> <p>TLL are required by legislation to manage a 1/20 year storm but have elected to change high risk systems to report weekly on post operation issues.</p> <p>High risk harvest operations will all be audited several times prior to leaving site. Initiated quarterly high-risk harvest operation fly overs by helicopter and photos taken. Drones are used with drones if something is noted during fly overs. Flight zones, photo points are linked to the GIS database.</p> <p>Environment Sub- Group meets monthly to discuss high risk operation progress and issues.</p> <p>LIDR calculations are being developed to estimate flood zones for a 1 in 100 year storm, TLL are subsequently moving all harvest debris from these zone. A standard setback may also be developed.</p> <p>Crossing culverts are now accurately measured to ensure the sizes put in place. Reviewed Helicopter flight paths, high risk sites identified, high risk operation identified, flight paths identified December (16/12/19) and March (6/3/200, photo points identified COVID stopped next flight. Water cutoffs clearly seen; tracks remediated. Spot mounding on several sites seen from flight photos.</p> <p>This is an ongoing development that will be continually reviewed. Current high risk sites operation spreadsheet sent through company weekly with report due and received.</p>	
Status of Finding:	<input checked="" type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> <i>Other decision (refer to description above)</i>	

Finding Number: 2019.5
Select one: <input type="checkbox"/> Major NCR <input checked="" type="checkbox"/> Minor NCR <input type="checkbox"/> OFI
DFA NCR/OFI issued to (when more than one DFA):

Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> OFI: no deadline <input type="checkbox"/> Other deadline (specify):	
AFS requirement:	2.1.1	
Non-Conformity (or Background/ Justification in the case of OFIs): The auditor reviewed the Timberlands FSC Stakeholder List confirming includes names, organizations and addresses; however it does not identify stakeholders as affected or interested		
Evidence: Reviewed the Timberlands FSC Stakeholder database list, which did not contain the required affected/interested descriptions		
Action Plan and Root Cause Analysis (to be prepared by Organization)	TL adopted the SCS (FSC) format to keep consistency, but this does not include affected and interested stakeholders. Action Plan 1. Update the list by adding a column for affected or interested stakeholder. 2. Determine and record affected or interested status for each stakeholder in the database. 3. Amend EMS manual with instructions on managing and upkeep of stakeholder database.	
SCS Review of Action Plan	<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Rejected (<i>explain</i>):
	SCS representative: Graeme Lea	Date: 8/8/19
Actions Implemented by Organization	Added a new column in the stakeholder list that notes if affected or interested.	
SCS Review of Implemented Actions	Reviewed FSC PEFC Stakeholder List last modified 18 November 2019 now shows a new column includes (I-Interested and A-affected) stakeholder classifications.	
Status of Finding:	<input checked="" type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> Other decision (<i>refer to description above</i>)	

Finding Number: 2019.6		
Select one: <input type="checkbox"/> Major NCR <input checked="" type="checkbox"/> Minor NCR <input type="checkbox"/> OFI		
DFA NCR/OFI issued to (when more than one DFA):		
Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> OFI: no deadline <input type="checkbox"/> Other deadline (specify):	
AFS requirement:	5.6.1	
Non-Conformity (or Background/ Justification in the case of OFIs):		

<p>The auditor visited the Te Ngae Nursery finding that while there is a chemical register in the Chemical store along with a register noting amounts used dates etc, this does not compare with the Consumables to Nursery spreadsheet developed monthly to record chemical usage. There was a 20litre discrepancy in (Deal 510) with there being 220l in the store and only 200 showing on the spreadsheet. Also it is difficult to reconcile chemical use at the Container plant as some chemicals are purchased and allocated directly to specific jobs, but that the spreadsheet does not always clearly show chemicals stored in that plant.</p>					
<p>Evidence: Chemical register does not match Consumables to Nursery spreadsheet</p>					
<p>Action Plan and Root Cause Analysis (to be prepared by Organization)</p>	<ul style="list-style-type: none"> The nursery chemical store holds a number of pesticides and has reasonable activity of incoming and outgoing products. The system is manual and relies on people remembering to keep records. <p>Action Plan</p> <ol style="list-style-type: none"> Undertake an inventory of the store and reconcile records. Review chemical store register process. Investigate an alternative more robust system, potentially in new H&S systems. 				
<p>SCS Review of Action Plan</p>	<table border="1"> <tr> <td><input checked="" type="checkbox"/> Accepted</td> <td><input type="checkbox"/> Rejected (<i>explain</i>):</td> </tr> <tr> <td>SCS representative: Graeme Lea</td> <td>Date: 8/8/19</td> </tr> </table>	<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Rejected (<i>explain</i>):	SCS representative: Graeme Lea	Date: 8/8/19
<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Rejected (<i>explain</i>):				
SCS representative: Graeme Lea	Date: 8/8/19				
<p>Actions Implemented by Organization</p>	<p>1. An immediate check by the nursery manager was undertaken and stocks reconciled. 2. A check was added to the annual accounting stock take to validate records versus stores and to check SD sheets. This was carried out and stores were accurate. SD sheets were present, but some older than the 5 year review period. Where available these have been updated. A few minor old stock pesticides do not have available updated SD sheets. These pesticides will not be used until a valid SD Sheet is available and if not, then the pesticide will need to be disposed of (appropriately). 3. The SCRIM replacement – Ecoportal has a pesticide inventory function. We anticipate we will use this to maintain our register. Ecoportal is due to be introduced in February 2021 and noting it will take a little time following to incorporate the current pesticides into the system and train users.</p>				
<p>SCS Review of Implemented Actions</p>	<p>2020: During the annual inspection of the Te Ngae Nursery the auditor again found a discrepancy in the Consumables found during checks carried out in the chemical store balances on hand verse data in the spreadsheet. This issue is a continuation of the issues seen in 2019 and is therefore raised as Upgraded MAJOR Nonconformance 2020.2</p>				
<p>Status of Finding:</p>	<p><input type="checkbox"/> Closed</p> <p><input checked="" type="checkbox"/> Upgraded to Major NCR 2020.3</p> <p><input type="checkbox"/> Other decision (<i>refer to description above</i>)</p>				

<p>Finding Number: 2019.7</p>
<p>Select one: <input type="checkbox"/> Major NCR <input checked="" type="checkbox"/> Minor NCR <input type="checkbox"/> OFI</p>
<p>DFA NCR/OFI issued to (when more than one DFA):</p>

Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> OFI: no deadline <input type="checkbox"/> Other deadline (specify):	
AFS requirement:	5.6.2	
Non-Conformity (or Background/ Justification in the case of OFIs):		
At the time of the inspection at the Waitotapu Fire Store it was confirmed there was no MSD Sheet for the Glyphosate (Roundup). This was also seen during the FSC visit to Waiomio Fire Store (glyphosate, Metsulphuron and Apache – wetter)		
Evidence: No MSD sheet for Glyphosate at the Waitotapu Fire Store		
Action Plan and Root Cause Analysis (to be prepared by Organization)	<ul style="list-style-type: none"> Contractors provided with new herbicide, which included an MSD sheet, but had not been instructed to keep the MSD sheet with herbicides and had not been checked. Action Plan 1. Provide contractors with MSD sheets (laminated) and explain use. 2. Check (include in site audits) that MSD are present. 3. Add an MSD check to annual stock take audit.	
SCS Review of Action Plan	<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Rejected (<i>explain</i>):
	SCS representative: Graeme Lea	Date: 8/8/19
Actions Implemented by Organization	MSD sheets up to date and covering all applicable chemicals at the Waitotapu Fire Store	
SCS Review of Implemented Actions	MSD's for all chemicals reviewed. Annual stock take now checks MSD's match what is actually on site in the stores. Columns with issue dates noted.	
Status of Finding:	<input checked="" type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> Other decision (<i>refer to description above</i>)	

Finding Number: 2019.8	
Select one: <input type="checkbox"/> Major NCR <input type="checkbox"/> Minor NCR <input checked="" type="checkbox"/> OFI	
DFA NCR/OFI issued to (when more than one DFA):	
Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input type="checkbox"/> Next audit (surveillance or re-evaluation) <input checked="" type="checkbox"/> OFI: no deadline <input type="checkbox"/> Other deadline (specify):

AFS requirement:	6.3.2	
Non-Conformity (or Background/ Justification in the case of OFIs): TL should consider placing water monitoring and rainfall measuring equipment in the Te papa 5581 and 5581 (Wiri 97) to accurately measure rainfall and also to gauge water flow relative to the distance harvest debris had been removed post-harvest.		
Evidence: The auditor considered steep country harvesting and possible localized heavy rainfalls in a confined catchment area a possible threat area for soil and debris runoff that could benefit from accurate monitoring.		
Action Plan and Root Cause Analysis (to be prepared by Organization)	Recent new standards in place for debris management and culvert sizes but have yet to measure effectiveness – TL already considering options to monitor water flows and relate these to debris flows. Action Plan Look into options to remotely measure water (part of digital strategy) and qualify effectiveness of standards and practices.	
SCS Review of Action Plan	<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Rejected (<i>explain</i>):
	SCS representative: Graeme Lea	Date: 8/8/19
Actions Implemented by Organization	TL have progressed this through examining options and have now ordered three weather stations to be placed in strategic locations though the forest as a phase 1 trial. The stations will be used for multiple purposes – supporting trials, fire weather triggers and understanding environmental / weather events and effects. Actions include: 1. Presentation and investigation into IBM Weather Virtual Weather – not progressed at this point as we need more actual stations to participate and it will not give localised readings. 2. Capex to purchase and install remote weather stations – these have been purchased and are available for placement (as of 29 Sep) 3. Aligning with research and fire requirements. 4. Investigating floating remote measuring device to measure properties and now investigating DNA tracing. 5. Moved to a 1% AEP regime aimed at slash and flood flow. Includes calculations to determine flood flow. 6. Budget has been allocated for F21 to work on stream monitoring 7. Linked into innovation strategy plan Strategy 1 Objective 1.	
SCS Review of Implemented Actions	Three remote weather stations purchased to gain specific weather data; this is an ongoing project. Ongoing efforts to work on this project and validation via automatic telemetry. As this is an OFI this does not require closing but will require monitoring at future audits.	
Status of Finding:	<input checked="" type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> <i>Other decision (refer to description above) Remains open</i>	

Finding Number: 2019.9	
Select one: <input type="checkbox"/> Major NCR <input checked="" type="checkbox"/> Minor NCR <input type="checkbox"/> OFI	
DFA NCR/OFI issued to (when more than one DFA):	
Deadline	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Issuance of Final Report <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> OFI: no deadline <input type="checkbox"/> Other deadline (specify):
AFS requirement:	9.5.1
Non-Conformity (or Background/ Justification in the case of OFIs): During the visit to the Murupara Log Yard, the auditor witnessed a truck driver leave his vehicle (twice) without wearing the applicable safety equipment (safety helmet).	
Evidence: The auditor witnessed a critical breach of the TL Safety procedures, (not wearing a safety helmet) in a designated safety zone.	
Action Plan and Root Cause Analysis (to be prepared by Organization)	<ul style="list-style-type: none"> The site is a new operation and to some extent still in commissioning phase where flows and techniques are being refined, this is part of the cause combined with the following. A secondary loader configuration was used as the normal loader was unavailable. This was not ideal and had resulted in the bucket hitting the truck (2nd time that day). Truck driver was on edge from previous incident. There was not radio contact between loader and truck, so unable to communicate to help with load or when the incident occurred. Was not clear if driver knew site rules on hard hat. Some questions raised if new site flows were a contributing factor. Action Plan 1. Implement corrective actions, including: <ol style="list-style-type: none"> PPE expectations and communication Site and truck communications An improved secondary method of loading bark to trucks. Reconsider Site flows. Review site H&S following completion of commissioning phase.
SCS Review of Action Plan	<input checked="" type="checkbox"/> Accepted <input type="checkbox"/> Rejected (<i>explain</i>):
	SCS representative: Graeme Lea Date: 8/8/19
Actions Implemented by Organization	Root causes consistent with early findings bulleted above. Actions Specific to Action Plan Above a. The driver was spoken with by Jen Rogers on the day and then K&S were notified and the driver was given a one day stand down for critical rule breach (no helmet) and also climbing on the ramp. A hard hat required sign has been placed at the site entry for trucks (refer to d. regarding site Plan – see photos). ISO have introduced a new site induction that includes PPE requirements – a copy in included in the evidence folder. Also, there is a new TL online induction that includes PPE requirements https://timberlands.tickbox.nz/induction/210/resources .

	<p>b. CB Radios (for comms with trucks) have been installed in all loaders so they can communicate with trucks. TL paid for these. Photo below shows 2 radios in loader – 1 for RFH for forest /yard comms and the other a CB for truck comms.</p> <p>We now have a dedicated bucket loader rather than a logs loader attaching and detaching the semi-permanent bucket each time. The bucket is still detachable, but is not done each load. The chain has also been shortened to stop the movement that caused the bucket to hit the truck.</p> <p>A new traffic management plan has been put in place that deals in in and out flows for the chip trucks – See evidence file for new traffic plan Further Actions 1. Yard induction has since been updated to include a Bin truck segment, identifying safe zone, no climbing on bark pad, or top of load etc 2. In October 2019 ISO responded with the appointment of a manager to oversee the increased staff and complexity at the site. Later ISO also made a change in the loader type to better match the frequent high-speed low volume requirements of emptying the outfeed bins. These ISO changes had an immediate effect with “smoko” breaks staggered, start and stop times enforced and the need to keep the plant operating continuously recognised and reinforced. All the while continuing with the original MLY yard tasks of loading rail and managing incoming trucks. 3. In conjunction with other incidents TL have instigated a stand alone H&S Team with a focus on human behavior. Behaviours was noted theme in this incident. A number of other complimentary safety initiatives are also being rolled out, including independent audits, an online induction and an H&S manual and documentation review. 4. Continuing with the replacement of SCRIM by Ecoportal scheduled for February.</p> <p>NOTE: The auditor was unable to include photo evidence received from Timberlands New Zealand in support of the closure of this nonconformance however this is available from the auditor should it be required</p>
SCS Review of Implemented Actions	Refer to NCR 1, root cause was identified as human error. Incident entered into SCRIM, actions taken with the particular contracting company. Reviewed SCRIM Incident AUD 0000241.
Status of Finding:	<input checked="" type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> <i>Other decision (refer to description above)</i>

New Corrective Action Requests

Finding Number:	2020.1
<i>Select one:</i>	<input type="checkbox"/> Exceeds <input type="checkbox"/> O.F.I. <input type="checkbox"/> Major NC <input checked="" type="checkbox"/> Minor NC
Deadline:	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Closing Meeting <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) or 12 months from closing <input type="checkbox"/> OFI: no deadline <input type="checkbox"/> Other deadline (specify):

	The timeframes for closing out or downgrading <i>major nonconformities</i> shall not exceed 3 months from receipt of the closing meeting. SCS shall close out <i>minor nonconformities</i> no later than at the next audit.	
RW Indicator:	NZS-AS 4708: 2014 criterion 1.5: The forest manager shall periodically review and where necessary modify the management system and its procedures to ensure continuing suitability, adequacy and effectiveness and to ensure continual improvement in performance outcomes are achieved. The review shall include: a. the results of auditing and monitoring of forest operations and activities; b. monitoring and feedback mechanisms, including the adequacy of monitoring activities; and c. policies, the Forest Management Plan, the Stakeholder Engagement Plan, other plans, objectives and targets, stakeholder interactions, research findings and changes to other elements of the management systems to meet changing circumstances, new information and the commitment to continual improvement.	
Non-Conformity (or Background/ Justification in the case of OFI or Exceed): Timberlands documentation review is stated as every five years, however, there have been several occasions during the audit where documents are dated before 2015 and have not been reviewed. Appendix IV of the Biodiversity Manual (ES251, version 5.3, updated May 2019) contains references to Relevant Biodiversity Reports (NZ Falcon -Wingspan 2002) which is outdated information. The list of Relevant Biodiversity Reports needs updating, also. The auditor found that CNI Joint Access Forest Policy which is a joint policy between CNI and Kaingaroa Timberlands (section) 1.2.4 states it should be reviewed annually, however at the time of the 2020 surveillance audit there was no evidence to confirm this had occurred. Timberlands shall review all documents to ensure currency.		
Action Plan and Root Cause Analysis (to be prepared by Organization)	Root Cause: TL has focussed on key relevant documents, in particular for current issues and pending audits. A revision of H&S key documents in underway, but a similar review has not been completed for Environmental Documents. This has partially been due to both RW and FSC national standard revisions currently underway. Both are expected to be completed within 1 year and can be used (even in draft) to revise existing documents. Action: Over the course of 1 year systematically review Environmental and Risk documents that are more than (or will be within 1 year) 5 years since their last review.	
SCS Review of Action Plan	<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Rejected (<i>explain</i>):
	SCS representative: Graeme Lea	Date: 23/10/20
Evidence and Actions Implemented by Organization:		
SCS Review of Implemented Actions:		

Status of Finding:	<input type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> <i>Other decision (refer to description above)</i>
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Finding Number: 2020.2	
Select one: <input checked="" type="checkbox"/> Major NCR (Upgraded) <input type="checkbox"/> Minor NCR <input type="checkbox"/> OFI	
DFA NCR/OFI issued to (when more than one DFA):	
Deadline	<input type="checkbox"/> Pre-condition to certification <input checked="" type="checkbox"/> 3 months from Issuance of Final Report <input type="checkbox"/> Next audit (surveillance or re-evaluation) <input type="checkbox"/> OFI: no deadline <input type="checkbox"/> Other deadline (specify):
AFS requirement:	NZS-AS 4708:2014 section 5.6.1 The forest manager shall minimize the use of chemicals and any adverse impacts arising from their use.
Non-Conformity (or Background/ Justification in the case of OFIs): 2019.6 The auditor visited the Te Ngae Nursery finding that while there is a chemical register in the Chemical store along with a register noting amounts used dates etc, this does not compare with the Consumables to Nursery spreadsheet developed monthly to record chemical usage. There was a 20litre discrepancy in (Deal 510) with there being 220l in the store and only 200 showing on the spreadsheet. Also it is difficult to reconcile chemical use at the Container plant as some chemicals are purchased and allocated directly to specific jobs, but that the spreadsheet does not always clearly show chemicals stored in that plant 2020 Update: During the annual inspection of the Te Ngae Nursery the auditor again found a discrepancy in the Consumables Removed Logbook in the chemical store verses data in the Chemical Use Spreadsheet. This issue is a continuation of the issues seen in 2019 and is therefore raised as MAJOR Nonconformance. The chemical concerned was (Blue Shield: 26.4 kg in the Logbook and 34 kg in stock/and in the Chemical Use Database)	
Evidence: Chemical register does not match Consumables to Nursery spreadsheet	
Action Plan and Root Cause Analysis (to be prepared by Organization)	Root Cause: The nursery chemical store holds a number of pesticides and has reasonable activity of incoming and outgoing products. The system is manual and relies on people remembering to keep records. There are also two registers being used that complicates entry. Also, the pesticides are frequently used meaning there are frequent changes in stock. These factors have combined to cause the occasional inaccurate entry. Action Plan: 1. Work towards a business wide pesticide register system that is provided by Ecoportal – this module is due for introduction in July 2021. It will also provide an offline function that can be used on a portable device. If this system is not deemed appropriate then develop a system using a tool such as Survey 123. 2. In the meantime an interim system will be implemented as follows: a. The Chemical store has since the audit, had a stock take and the log

	<p>book synchronised with the consumables sheet.</p> <p>b. Develop a means to synchronise the dual registers (if possible) - survey123 may or an Excel sheet loaded on Onedrive are options.</p> <p>c. Review the procedures and ensure all nursery pesticide uses are familiar. These will be laminated and placed at each store.</p> <p>d. Undertake regular (monthly or every 2 month) independent (of the nursery) audits of the system to verify if the system is working and compliant.</p> <p>e. Identify and remove unnecessary and old pesticides to reduce the size of the inventory and register. Pesticides to be disposed of appropriately.</p>				
SCS Review of Action Plan	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;"><input checked="" type="checkbox"/> Accepted</td> <td style="width: 50%;"><input type="checkbox"/> Rejected (<i>explain</i>):</td> </tr> <tr> <td>SCS representative: Graeme Lea</td> <td>Date: 23/10/20</td> </tr> </table>	<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Rejected (<i>explain</i>):	SCS representative: Graeme Lea	Date: 23/10/20
<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Rejected (<i>explain</i>):				
SCS representative: Graeme Lea	Date: 23/10/20				
Actions Implemented by Organization	<p>Timberlands developed a chemical store audit tool and there is now a Sustainability Specialist role who will have responsibilities to audit and educate for pesticide handling and other environmental matters. Steve Gatenby is responsible in the role. He is an internal transfer, and comes from managing Timberland’s aerial operations, where he has demonstrated competencies in pesticide management. Documents below were received as means of verification of the Action Plan proposed and approved above.</p> <p>Documents/evidence received:</p> <ul style="list-style-type: none"> • One drive register Te Ngae Audit stocktake17_2_21.xlsm – chemical and related records inventory (SDS) • 3 Audit Te Ngae Nursery Chemical Shed Audit 17_2_2021.xlsx – chemical inventory, records and documentation inventory • 2 Audit Te Ngae Chemical Shed audit Feb 2021 .docx – chemical audit record • Chemical register.msg – software licensing • Pesticide store audit.msg – audit record and photo evidence • RE DRAFT Responsible Wood findings .msg – decision on software tracking use • RE URGENT FW DRAFT RW Timberlands Limited audit report for review.msg – email summary and photo evidence for 2_Audit and 3_Audit above. 				
SCS Review of Implemented Actions	<p>Timberlands has enacted the Action Plan as outlined above with some modifications to better suit the needs of the company for effectiveness. Assignment of new role for responsibilities in education and internal auditing were fully implemented and evidence provided in audit results and narratives in emails provided. The analysis by SCS review is that the action plan was implemented, results were tested for effectiveness and warrant closure of this CAR. Beth Jacqmain. 22 February 2021.</p>				
Status of Finding:	<p><input checked="" type="checkbox"/> Closed</p> <p><input type="checkbox"/> Upgraded to Major</p> <p><input type="checkbox"/> Other decision (refer to description above)</p>				

Finding Number:	2020.3	
<i>Select one:</i>	<input type="checkbox"/> Exceeds <input type="checkbox"/> O.F.I. <input type="checkbox"/> Major NC <input checked="" type="checkbox"/> Minor NC	
Deadline:	<input type="checkbox"/> Pre-condition to certification <input type="checkbox"/> 3 months from Closing Meeting <input checked="" type="checkbox"/> Next audit (surveillance or re-evaluation) or 12 months from closing <input type="checkbox"/> OFI: no deadline <input type="checkbox"/> Other deadline (specify):	
RW Indicator:	NZS-AS 4708: criterion 2014 section 5.6.3: The forest manager shall not use pesticides banned by any international agreements defined in the Stockholm Convention on Persistent Organic Pollutants 2001	
<p>Non-Conformity (or Background/ Justification in the case of OFI or Exceed): During the review of SDS sheets it was found that the Te Ngae Nursery have on hand multiple chemicals that a) do not have a current SDS available or b) require a new SDS sheet - not currently available on the internet (or not reissued by the producer).</p> <p>Timberlands must either ensure they obtain up to date SDS sheets for all chemicals onsite, or should they wish to, safely dispose of those chemicals they do not wish to retain.</p>		
Action Plan and Root Cause Analysis (to be prepared by Organization)	<i>[Instruction: Due to lead auditor within 14 days of audit closing. FME should describe actions to be taken to prevent <u>reoccurrence of the non-conformity</u>. Root cause analysis, timelines, and responsibilities are required elements of a CAP]</i>	
SCS Review of Action Plan	<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Rejected (<i>explain</i>):
	SCS representative: Graeme Lea	Date: 23/10/20
Evidence and Actions Implemented by Organization:	<p>Root Cause: TL had audited chemical stocks and indicated last review dates for relevant SDS sheets. This was not followed up by a comprehensive update of outdated (more than 5 years) SDS. A contributing factor was that some pesticides were old and not produced by the same manufacturer anymore, meaning there is no up to date SDS readily available.</p> <p>Actions:</p> <ol style="list-style-type: none"> 1. Do not use any pesticides with an out-of-date SDS 2. Update SDS 3. Where an up to date SDS is unavailable seek to find an appropriate alternative SDS or dispose (responsibly) the pesticide. 4. As per NC 2020.3 introduce a improved register that includes SDS review dates. 	
SCS Review of Implemented Actions:		
Status of Finding:	<input type="checkbox"/> Closed <input type="checkbox"/> Upgraded to Major <input type="checkbox"/> Other decision (<i>refer to description above</i>)	

Appendix 2 – Detailed Observations

N/A (Stage 1 summary report)

Applicable, this is a certification, surveillance or recertification report.

Evaluation Year*	RW requirements reviewed
March 2017	All – Certification Evaluation
Aug 2018	Criterion 1, 3, 5, 8, 9
June 2019	Criterion 1,2, 4, 6, 7
September 2020	Criterion 3,5,8,9 Additional surveillance audit due to COVID 19
March 2021	All (Re)certification Evaluation

*As a joint audit with FSC, this audit schedule follows a 12 month cycle for audits.

C= Conformance with Criterion or Indicator

NC= Nonconformance with Criterion or Indicator

NA = Not Applicable

NE = Not Evaluated

General Requirements			
0.1 DEFINED FOREST AREA			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
1. The forest manager shall define the area of forest to which the Standard applies and demonstrate management control over forest operations through appropriate agreements or contracts, for the purpose of the requirements of the Standard.	Legislation and the associated instruments Land titles Maps of the defined forest area	<p>The TL Public Summary Standard Management Plan for Certified Forests and Monitoring Summary May 2020 (FMP) defines the area of forest under management and within the scope of the forest management system.</p> <p>Reviewed 5-year Harvest Plan FY 19 – FY 23 showing all predicted harvest areas in the 5 year period. The Public Summary is thoroughly reviewed annually, and monitoring data updated. The F20 monitoring data will be updated by the end of the 2020 calendar year (planting season still underway at the time of the audit)</p> <p>Documentation for legal status verified. These included Crown Forest License references, Forestry Rights, and other legal agreements for rights to forest harvesting, as well as Rights of Way. These are readily available for staff to view and access through the GIS databases.</p> <p>Legal council and legal executives both maintain hard copies of Land registrations and electronic copies are also maintained in the on the G Drive.</p>	C

		<p>Reviewed several land lease documents confirming Timber Lands has the management control over the land it manages including: Variation to Crown Forestry Licence – Northern Boundary Te Rununga o Ngati Awa KT1 Co (CI) KT2 Co (CI) and NZSF Timber Investments (No4) Ltd, dated 4 September</p> <p>The Audit Team has confirmed with electronic documentation that all eligible forestry areas within the estate have been settled under the Treaty of Waitangi Claims.</p> <p>Reviewed the file CFL 10256484.17 Crown between Her Majesty the Queen (Crown) and KTI (CO) Limited, KT2 CO Limited and NZSF Timber Investments (No4) Limited (Licensee) For the Crown Forestry Licence for Rotoehu Forest/West Block (Ngati Awa)</p>	
<p>2. The forest manager shall: a. describe, record and map the defined forest area and maintain and regularly update a register of all separately described titles, schedules, blocks, compartments, coupes or other land components; b. monitor and document any changes to the defined forest area; and c. make the maps of the defined forest area (at a scale not smaller than 1:250,000) publicly available.</p>		<p>The defined Forest Area (DFA) is clearly defined in the TLL Estate layer in the GIS and summarized in the document 'Kaingaroa Timberlands Map on the company website www.tll.co.nz/access/closures available on the company website at a scale of 1:250,000. Updates are completed using the GIS database</p> <p>Timberlands do have an adequate website, but the auditor was informed it is due for refreshing to update information.</p>	C
<p>0.2 CHAIN OF CUSTODY</p>			
<p>1. The forest manager shall ensure that forest products and services that are sold or supplied as 'certified' are identifiable as originating from the defined forest area by the provision of appropriate documentation.</p>		<p>Maps which describes blocks, compartments, or other land components that enable the verification of forest products as originating from certified forests have been compiled.</p> <p>Each load of logs is accompanied by hard copy Log Dockets which describe the originating source, harvest crew, compartment number. The auditor reviewed a random selection of Log docket during the audit process including: Delivery Docket 6199 4867 dated 1/9/20</p>	C

		<p>Cartage contractor RFH 50 truck number 5897 From harvest area 4865 contractor: Jensen 042 Compartment 831, skid 1 felling date 26/8/20 Pinus radiata logs delivered to WBM, Whakatane net weight 540 tonnes</p> <p>Issues were seen with electronic dockets during the COVID shutdown and implementation of E-dockets will be staged as electronic issues are reviewed, until that time paper truck dockets will be used. The rollout of the E dockets will be staged and progressive in nature.</p> <p>TL does not promote its RW certification. The list of certified forests and originating documentation will be provided to customers should COC claims or requests be made to Timberlands.</p>	
<p>2. The forest manager shall: a. describe the processes relating to the transport and handling of forest products up to the point of sale or transfer; and b. demonstrate control of the forest products up to the point of sale or transfer.</p>		<p>All products from within the DFA are traceable back to point of origin (harvesting area and compartment) by means of a Load Delivery Docket (LDD). The auditors sighted copies of Delivery Dockets 6086514, dated 9/6/19 for RFH Haulage, from KPP 999, to Red Stag Sawmill, Waipa.</p> <p>Also confirmed documents titled Chain of Custody and Logo Control ES 211, dated March 2019 sets out TL CoC procedures for Timberlands NZ.</p> <p>Also confirmed CoC requirements carried out inside the Murupara Log Yard, where trucks arrive and enter harvest data from the log docket (as set out above) into the site computer system. Truck information for “usual” or frequent users is lodged permanently in the “Touch weigh’ weighbridge system.</p>	C
<p>Criterion 1 – Systematic Management: Forest management shall be undertaken in a systematic manner appropriate to the nature and scale of the enterprise and provide for continual improvement.</p>			
<p>1.1 POLICY</p>			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
<p>Criterion 2 – Stakeholders: Forest management shall demonstrate proactive stakeholder engagement</p>			

2.1 IDENTIFY STAKEHOLDERS			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
CRITERION 2 NOT EVALUATED			
Criterion 3 – Biodiversity: Forest management shall maintain or enhance biodiversity.			
3.1 IDENTIFY BIODIVERSITY PRIORITIES			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
1. The forest manager shall identify biodiversity including structural elements within the defined forest area.	<p>ES231 Public Summary TL Standard Management Plan for Certified Forests - TL Biodiversity Policy</p> <p>New Zealand Forest Accord ES206</p> <p>NZ National Environmental Standard for Plantation Forests</p>	<p>TL follows the “NZ National Environmental Standard for Plantation Forests” as a general approach to their operating procedures.</p> <p>The auditors also viewed their GIS and LIDAR systems that contains layers which specify environmental issues both at the stand and landscape level.</p> <p>Once an operation is in its planning stage any specific environmental issues are raised through TL’s Environmental Management System and recorded on work prescriptions. Refer to Hi Risk procedures. BEP are delivered to all contractors and contractors are expected to be aware of them, but should be read in conjunction with work prescriptions</p> <p>TL has developed Best Environmental Procedures (BEPs) for all operation types, and these are referred to during both the planning and implementation stages of operations.</p> <p>BEPs also summarise (where applicable) the relevant parts of the NES as they apply to specific activities</p> <p>BEPs contain operational specific information as well as safe environmental practices such as when and where to drain oil, and the restriction of chemical use near the water table, stream, waterways, or riparian zones.</p> <p>Contractors are strongly encouraged to report back to TL any other environmental issues/risks occurring during operations. Self-reporting is a management tool encouraged by TL.</p>	C

		<p>High risk (environmental) areas have specific procedure(s) guiding each stage of the operations and these are well laid out. Reviewed....</p> <p>Hi risk operations (that are generally harvesting or land preparation operations) definitely receive more supervisory attention hi risk operations are also audited at the end of the operation but prior to the contractor leaving the site, this makes it easier to complete any follow up actions required.</p> <p>Four new bird species were confirmed in 2019(Marsh Crake, Banded rail, Spotless Crake and Banded Dotterill)</p> <p>Referred to the report titled Key Findings of an Aerial Survey of Condition of Ecologically Significant Sites in Tarawera forest, March 2019, which allowed Timberlands’ ecological consultants (Wildland Consultants Limited) to view the condition of significant ecological sites in the forest and provide information to Timberlands regarding options for the management of these ecologically significant sites</p>	
<p>2. The forest manager shall identify biodiversity priorities for maintenance and or enhancement within the defined forest area.</p>		<p>Monitoring and enhancement actions to support biodiversity within the reserve is described in the Reserve Management Plan.</p> <p>Timberlands are guided by the Reserves Management Plan, combined with budget constraints, Currently Timberlands have a 10 year programme for Tarawera Forest which is now half way through.</p> <p>The project was commenced in 2015 and a report titled Tarawera Forest Natural Area Management – Summary of Work Undertaken 2018/19 was reviewed by the auditor and listed a significant list of sub- – projects implemented since 2015, including (Wilding pine control at Mt Tarawera North-east, Follow-up control of royal Fern, wetland bird surveys, remeasurement of photo point monitoring at selected pest control sites, Willow control at Lake Tahuna and an aerial survey of all natural areas)</p> <p>Another priority is consideration of priorities identified by stakeholders for maintenance or enhancement of biodiversity budgets</p>	<p>C</p>

		<p>Pest species management are also a consideration when identifying biodiversity priorities.</p> <p>A subproject of the above mentioned Tarawera Forest Natural Area Management – Summary of Work Undertaken 2018/19 was the continuation of pest control at Lake Pupuwharau which recommended pest plant monitoring should be undertaken at this site for scattered Grey willow and Japanese honeysuckle</p> <p>Within the above report there are brief descriptions of progress for each sub project. (For the Lake Tahuna Wetland, the report states that: there is a high cover of pest plants in the wetland, including Chinese privet, Grey willow, Japanese honeysuckle, pampas and wilding conifers.</p> <p>Another example of biodiversity priorities being implemented by TL NZ as that of the Iwitahi Orchid Reserve that TL NZ has carried out a replanting of approximately 500 Pinus Nigra, at TL NZ expense and to plant these using volunteer labour. This site was visited by the auditors via video confirming that over mature or dead trees had been removed allowing more flowering of the orchids, that tracks have been cleared around the reserve and that areas with large gaps had P nigra one and two-year-olds seedlings replanted.</p> <p>The auditor also reviewed a letter from the Orchid Council of New Zealand Inc dated 14 December 2019 in relation to the above reserve congratulating TL NZ on their efforts at the site.</p>	
3.2 MAINTAIN OR ENHANCE BIODIVERSITY			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
<p>1. The forest manager shall manage forests to progressively establish and maintain a distribution of forest cover, stand structural elements and growth stages that is demonstrated to support the maintenance or enhancement of biodiversity priorities.</p>	<p>Biodiversity Management Plan ES251 updated May 2019</p>	<p>The assessment process for Harvest Planning is comprehensive and follows the procedure outlined in the NZ Environmental Standard for Plantation Forestry.</p> <p>The assessment includes the full range of environmental impacts sufficient to ensure compliance with this Criterion.</p>	<p>C</p>

		<p>Reviewed the Tarawera Wildlands report that includes landscape level considerations applicable to the areas.</p> <p>Timberlands are committed to both a commercial plantation estate, and also to maintaining or enhancing biodiversity within the landscape This is evidenced by 20 HCV sites from within the DFA and neighbouring areas that are regularly monitored by TL NZ. Reviewed the HCV Monitoring Summary FY 20 that include both flora and fauna sites.</p>	
<p>2. The forest manager shall take action to address threatening processes affecting or likely to affect the defined forest area.</p>	<p>Biodiversity Management Plan ES251 May 2019</p>	<p>Individual Reserve Management plans consider the management of key threatening processes. An example of this is the ongoing wilding pine control along the Rangititaiki River. This is an ongoing project that receives an annual inspection and work is prioritised on an ongoing basis.</p> <p>Pest control around high priority areas is an active project considering control around Pohutakawa and Rata tees are being threatened by pests (possum), Timberlands are considering some very targeted pesticide application/trapping. Timberlands are currently constrained by budget limits caused by COVID restrictions.</p> <p>Currently licenced possum trappers are being used in the Tarawera forest to try and control numbers.</p> <p>Reserves are looked at in a totality across the estate and as many projects as possible are undertaken. Any processes that may threaten HCV or Party species are identified and mitigated during planning processes. This includes the NZ Falcon which are a threatened species is known to occur within 200 m of a border between a mature stand on a stand less than four years old (also harvest areas). The NZ Falcon Management Guide Plantation Forestry states that widespread habitat loss has been a major factor in the decline of Falcon populations yet this species appears to be thriving in some plantation areas.</p> <p>Planning for and sightings of this species is a significant issue for TL NZ. The auditor visited locations and near nest sites that have been identified during forestry planning and operations altered to suit nesting periods TL NZ maintain at least a 200 m buffer zone around nests</p>	<p>C</p>

3.3 IDENTIFY SIGNIFICANT BIODIVERSITY VALUES			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
1. The forest manager shall identify the Significant Biodiversity Values within the defined forest area.	TL Biodiversity Manual ES251 TL Reserves Management Plan ES252	Document ES 261 (Representation of Existing Ecosystems) sets out the necessary information. As stated above the HCV Monitoring FY 20 includes an extensive list of HCV sites within and surrounding the DFA that are regularly monitored by TL NZ The auditor also reviewed the New Zealand Falcon Management Guide Plantation Forestry as the Falcon has been identified as a significant biodiversity Value scene with in the TL NZ Estate.	C
2. The assessment of the significance of biodiversity shall be based on existing knowledge, research results, the biodiversity regulatory frameworks and relevant forest planning instruments and shall be assessed in a bioregion.	Condition assessment of Northern RATA x Pohutukawa hybrids and Northern Rata in Tarawera Forest Dec 2015.	Wildland Reports provide an assessment of ecological values and data over the forest estate. The Tarawera Forest programme is a specific targeted project by Timberlands over a 10 year period consisting of monitoring, wilding control pest weed control, wetland weed control and enhancement planting. (Refer to the Tarawera Report. Appendix IV of the Biodiversity Manual (ES251, version 5.3, updated May 2019) contains references to Relevant Biodiversity Reports (NZ Falcon -Wingspan 2002) which is outdated information. The list of Relevant Biodiversity Reports require updating Nonconformance 2020.1	NC
3.4 MAINTAIN OR ENHANCE SIGNIFICANT BIODIVERSITY VALUES			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
1. The forest manager shall implement effective strategies, practices and other controls to support the maintenance or enhancement of Significant Biodiversity Values.	Kaingaroa Streamside Management Policy ES325 Reserve Management Plan ES325	Strategies and controls to support the maintenance or enhancement of SBV include: - BEP's (best environmental practices) - High Risk Procedures and monitoring/assessing effectiveness - Biodiversity Plan - Clear-cut strategy - Reserve Management Plan. Also includes documents such as:	C

		<p>The Identification and Management of potential Long Tail Bat Roosts and Douglas Fir Harvest Area 6458. The NZ Falcon Management Guide Plantation Forestry the HCV Monitoring Summary FY 20</p> <p>Rotoehu Pa site replating of native forest species in an enlarged natural area</p> <p>Timberlands are also actively extending riparian zones along stream sides, these may consist of either a passive or an active role depending on the stream priorities.</p> <p>A passive role consists of allowing native scrub to regenerate with underlying native vegetation becoming dominant in future years.</p> <p>An active site is one where TL NZ will undertake native species re-establishment.</p>	
<p>2. The forest manager shall minimize any adverse impacts of forest operations on Significant Biodiversity Values by planning and implementing forest operations consistent with those actions specified in relevant recovery, action or threat abatement plans, codes of practice and prescriptions, recognized interim guidelines or other instruments and take account of known information and relevant specialist advice.</p>	<p>Reserve Management Plan 2015-2020 ES325</p> <p>ES327 New Zealand Falcon Management Guide Plantation Forestry</p>	<p>Harvest Plans and site-specific work prescriptions reviewed for operational activities assessed as part of this assessment were adequate to mitigate adverse impacts on SBV.</p> <p>Reviewed a report titled Surface Water Monitoring Kaingaroa Forest Tract February 2020 which describes the surface water monitoring completed since March 2005 at numerous locations around the perimeter of the Kaingaroa plantation forest in order to estimate the potential of impact on surface waters by timber management activities</p> <p>Timberlands have a long lead in time for harvesting operation, planning can start up to 3 years ahead of the operation.</p> <p>The work prescriptions provided to contractors detail the instructions for the contractor and includes the completed harvest plan, environmental constraints, HCV issues, zones etc.</p> <p>Timberlands have commenced establishing Permanent phot points across the estate, there are currently 3 points established:</p> <p>Reviewed photo points of an HCV site on the Rangitekei River inside the DFA. (containing HCV</p>	<p>C</p>

		<p>wetland, part of a river ecosystem containing and species: Fernbird)</p> <p>Reviewed Compartment 942 Photo Point – of harvested area, (containing two sediment fences and stream riparian zone)</p> <p>Also reviewed the photo points for the Culvert area under Number 1 road (containing significant water wash out, with a dry ephemeral stream) established May 2018.</p> <p>Latest photos show significant regrowth. Setback is not actually required as this is considered permanent flowing water, however Timberlands has set back at least 5 metres</p>	
<p>3. The forest manager shall develop and implement a plan to enhance the capacity of the forest to support Significant Biodiversity Values, where they exist and have been diminished or degraded.</p>		<p>TL operates a Biodiversity Plan and Reserves Management Plan. A series of reports from Wildlands Consultants provides ecological evaluations, management priorities and recommendations. Specific strategies (such as the Contorta Strategy for control of <i>Pinus contorta</i> are used for control of particular pests when identified as being necessary.</p> <p>Also reviewed the Reserve Management Plan which states that unstocked areas being able to provide diversity and protection of biodiversity values their identification, assessment and appropriate management techniques developed to maintain, protect and enhance such values if they exist.</p> <p>The auditor also confirmed a range of Projects within the DFA and surrounding areas aimed at enhancing significant biodiversity values including the Wildlands report titled Implementation and Physical Works associated with Tarawera Forest Ten Year Management Plan 2020-2030</p> <p>Including: - Pine control at Mt Tarawera Northeast: Continuation of pest plant control at Lake Pūpūwharau Follow-up control of <i>Carex lurida</i> at Tarawera due in 2021 Pimelea tomentosa management and reestablishment of this species Remeasurement of photopoint monitoring at selected pest plant control sites Liaison with neighbouring landowner/managers</p>	<p>C</p>

		<p>Remeasurement of pōhutukawa-northern rātā condition monitoring</p> <p>Maungawhakamana wilding conifer control due in 2025</p> <p>Old man’s beard control - Waiaute Stream</p> <p>Pōhutukawa survey is up date</p> <p>Pine and Douglas fir control on Tarawera Northeast and the</p> <p>Pine and grey willow control at Mangate Stream Wetlands due for the next 4-5 years.</p> <p>This document sets out the priorities for active restoration of areas in the Mt Tarawera Forest, projects such as wilding control are also budget items under reserve maintenance but more generic in operation description</p>	
3.5 MONITOR BIODIVERSITY			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
<p>1. The forest manager shall monitor biodiversity priorities, using a scientifically based monitoring methodology developed in consultation with stakeholders and relevant experts, to determine if values are being maintained or enhanced within the defined forest area.</p> <p>Biodiversity priorities for monitoring will be clearly described and quantified, and be drawn from general biodiversity, structural elements and or Significant Biodiversity Values.</p>	<p>Reserve Management Plan 2015-2020 ES325</p> <p><i>The Biodiversity Management Plan</i></p>	<p>From previous audits it is understood that NZ government datasets for RTE species are not as comprehensive as the work done by consultants and eNGOs that TL uses. Interviews and emails confirmed TL continues to work directly with organisations such as Wingspan, Wildlands, and the Orchid Council to continually update its data with new records of RTE species sightings.</p> <p>The <i>Biodiversity Management Plan</i> Appendix 1 is the Threatened Species Register in TL Forests. It lists the threatened species and their known distribution within the management unit.</p> <p>The GIS representative explained that TL continues to supplement this register with a Rare Species Sighting GIS Layer, which is updated regularly to include new records of bats, kiwi, NZ Falcon and other RTE species. A separate layer is maintained for confirmed NZ Falcon nest sites. Multiple emails were sighted from winter 2020 reporting in NZ Falcon sightings, and it was stated that Kaka and Kokako were also reported.</p> <p>The sustainability representative confirmed that the <i>Biodiversity Management Plan</i> was last updated in</p>	C

		<p>May 2019 to reflect the 2019 threatened species survey results. No structured survey work was undertaken in 2020, nor were any new RTE species identified, confirmed through review of the Monitoring Indicators.xls spreadsheet.</p> <p>TL works in with Wingspan to support their monitoring of NZ Falcon, which they are now using drones to detect. TL have begun investigating use of promising DNA testing technology to identify presence of RTE species in streams</p> <p>Biodiversity Plan and the Reserves Management Plan and several Wildlands reports describe methods for monitoring biodiversity values. Examples 2019 research documented in <i>ES330 Identification and management of potential long-tailed bat roosts in Douglas Fir Harvest Area 4658</i> identifies the type of production forest long-tailed bats may be using for roosting. This research has been used to develop the <i>ES333: Pre-Harvest Bat Habitat Assessment and management Guide</i>. The guide was Sighted a general email to TL harvesting staff regarding the release of the guide.</p>	
2. The forest manager shall document the biodiversity monitoring objectives and include a description of how the monitoring results will be used to evaluate the effectiveness of the forest management biodiversity objectives set in the Forest Management Plan.	<p>Reserve Management Plan 2015-2020 ES325</p> <p>TL FSC Monitoring Plan</p>	<p>Monitoring processes are described in the TL FSC Monitoring Plan.</p> <p>Biodiversity monitoring is also noted in various specific reports. Reviewed report titled Implementation Plan for the Ecological Management of Natural Areas in Tarawera Forest 2020 – 2030. This report reviews achievements since the project started in 2014 and also looks at how the information from projects to be undertaken are incorporated into the Forest Management Plan.</p>	C
3.6 REVIEWS OF BIODIVERSITY			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
1. The forest manager shall periodically review and reassess the biodiversity priorities using monitoring results and other relevant information.	TL Standard Management Plan and Monitoring Summary ES 231 dated May 2020	The auditor confirmed that the Biodiversity Management Plan V5.3, last updated May 2019, and Reserves Management Plan, Revised March 2019, set out general policy and management strategies for the maintenance of rare, threatened and endangered species within the management unit as required by this indicator.	C

	The Biodiversity Management Manual	<p>In interview the auditor confirmed that continual review of the effectiveness of biodiversity and special values priorities insure TL NZ maintain or enhance the biodiversity values within the estate.</p> <p>The Biodiversity Management Manual section 9 (Enhancement) states that in some cases enhancement of significant ecological values may be warranted. Where ecological enhancement is undertaken the reasons and program are included in the TL reserve Management Plan</p>	
3.7 REGENERATION			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
1. The forest manager shall regenerate native vegetation with species and provenances native to the area, or from an equivalent locality, as far as reasonably practicable, to maintain local gene pools and species mixes.		<p>Processes related to the Reserve Management Plan, Ecological Equivalence Calculator and Wildland Reports covering Mt Tarawera Forest, which is a 10-year work plan were reviewed. Interviews of harvest planning staff confirmed that HCV forest areas are identified in the GIS system used for harvest planning.</p> <p>Expansion of reserve areas are considered as an option if necessary to ensure the survival of any species that have SBV.</p> <p>Significant effort is being undertaken in streamside riparian enlarging</p> <p>TL ae making efforts to ensure riparian area and stream sider buffer zones are either passively or actively regenerated, depending on site requirements. The auditor reviewed stream side buffer zones and exclusion zones where native replanting has taken place, and other where natural regeneration is allowed.</p>	C
3.8 INTRODUCED GENETICS			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
1. The forest manager shall evaluate the impact of species,	The Principles for	Refer findings under 3.8.4	C

<p>provenances or populations established in plantations, and constrain their spread in circumstances where a risk to the ecological integrity of adjacent native vegetation has been identified.</p>	<p>Commercial Plantation Forest Management in New Zealand</p> <p>ES231 Public Summary TL Standard Management Plan for Certified Forests May 2020</p>		
<p>2. The forest manager shall not use genetically-modified trees.</p>	<p>Envir. Admin Manual ES200</p>	<p>A review of seedling production using cuttings and seedlings at the Nursery and supporting documentation stating that no GMO's are commercially available in NZ confirmed that no GMO trees are used in plantations within the forest estate.</p>	<p>C</p>
<p>3. The forest manager shall manage plantations to develop and implement strategies to minimize the risk and consequences of genetic pollution from pollen flow between plantations and native forest species. The strategies will consider the conservation status of any adjacent forest ecosystem or gene pool, the probability that pollen-mediated gene flow will occur, and the impact that such gene flow is likely to have on any adjacent population or forest ecosystem.</p>	<p>ES231 Public Summary TL Standard Management Plan for Certified Forests May 2020</p>	<p>There is limited risk of genetic pollution from pollen flow for exotic species managed within the plantation estate.</p> <p><i>The Timberlands Standard Management Plan and Monitoring Summary for Certified Forests ES231</i> explains the history of plantation establishment within the estate. New plantations were established from 1901 through to the 1960s. A range of species were trialled and grown and this extensive experience has shown that <i>Pinus radiata</i> is ecologically well adapted to the estate and with low invasiveness risk. TL NZ has problems with <i>Pinus contorta</i> and Douglas Fir wildings as a result of historic (pre-certification) plantation establishment.</p>	<p>C</p>
<p>4. The forest manager shall implement measures to minimize and control the escape of plantation species into areas outside the defined forest area.</p>		<p>The Mount Tarawera HCV <i>Pinus radiata</i> wilding removal project is being continued with a high degree of success. Wildlands have, in conjunction with Timberlands and PF Olsen have implemented work plans and management targets for the project.</p> <p>The wilding <i>Pinus radiata</i> trees are being present progressively eradicated with each site selected in the specified priority.</p>	<p>C</p>

		The current Contorta Pine eradication project is currently being reviewed to possibly have several other parties involved in this project.	
3.9 NATIVE VEGETATION CONVERSION			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
1. The forest manager shall not convert native vegetation to plantation or to non-forest except in circumstances where the conversion: a. is in compliance with the Resources Management Act 1991 and, where the forest manager is a party to it, the New Zealand Forest Accord; and b. is in compliance with the Forest Management Plan.		Remote site visits and interviews with staff and contractors confirmed that no conversion of native forest to plantation occurs as set out in the NZ Forest Accord. Productive areas are those established in trees only, landbank areas include roads skids, failed areas but are classified as unplanted.	C
2. The forest manager shall, in all of these circumstances above: a. ensure that native vegetation conversion occurs only where it does not involve occurrences of Significant Biodiversity Values or areas of native vegetation that are part of recognized offsets; and b. commit to and demonstrate an offset process to effectively balance the environmental outcomes of the native vegetation conversion for relevant environmental values.		Not applicable. Conversion of native forest to plantation does not occur. All land within the TI estate is mapped and described into productive a non-productive area, these areas are reported on regularly (quarterly). All non-productive areas exclude and planting or harvesting Area numbers of the forest estate vary as areas are removed after harvest and handed back to the landowners, or are added as new properties are handed over to TL	N/A
Criterion 4 – Forest Productive Capacity: Forest management shall maintain the productive capacity of forests and land.			
4.1 IDENTIFY PRODUCTIVE CAPACITY			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
		CRITERION 4 NOT EVALUATED	
Criterion 5 – Forest Ecosystem Health: Forest management shall maintain forest ecosystem health and vitality.			

5.1 IDENTIFY DAMAGE AGENTS			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
1. The forest manager shall identify and assess potential damage agents that could impact forest ecosystem health and vitality.	<p>ES231 Public Summary TL Standard Management Plan for Certified Forests May 2020</p> <p>TL FSC Monitoring Plan</p> <p>Implementation Plan for the Ecological Management of Natural Areas in Tarawera Forest 2020-2030</p>	<p>Potential damage agents are identified in the TL FSC Monitoring Plan and Public Summary</p> <p>The <i>Biodiversity Management Plan</i> identifies requirements for the protection of biodiversity.</p> <p>The <i>Reserve Management Plan</i> documents management procedures for biodiversity in reserves and specific actions for different biodiversity elements. The <i>Implementation Plan for the Ecological Management of Natural Areas in Tarawera Forest 2020-2030</i>, Report 3355ak addresses biodiversity works at this major HCV site.</p> <p>The <i>High and Low Risk Procedures and Operations Environmental Manual ES300</i> specify how biodiversity values are to be managed if they occur in areas affected by operations.</p> <p>Examples of integration of biodiversity management into operations sighted during the audit include application of NZ Falcon breeding prescriptions, exclusion of native forest areas and protection of riparian areas using directional falling at Kaingaroa 216 Harvesting Area 4374 and native revegetation works within the riparian reserve at Rotoehu Waitahanui River.</p>	C
5.2 MAINTAIN HEALTH			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
1. The forest manager shall prioritize, plan, and implement practices to support the maintenance of forest ecosystem health and vitality.	<p>TL FSC Monitoring Plan Reserve Management Plan</p> <p>ES231 Public Summary TL Standard</p>	<p>TL FSC Monitoring Plan supports the maintenance of forest ecosystem health. Prescriptions for individual forest operations support maintenance of forest health.</p> <p>Reviewed work prescriptions for high-risk harvest sites on medium to steep hill country. Review of harvest plan maps for KANG 1057 Harvest Area 4368 (stem operation), KANG 216 Harvesting Area 4374 (hauler operation) and KANG 543 Harvesting Area</p>	C

	<p>Management Plan for Certified Forests May 2020</p>	<p>4458 (ground based) confirmed plans of harvest settings are sufficiently detailed relative to the environmental and safety risk at the sites.</p> <p>The auditors virtually inspected several examples of implementation of biodiversity management and restoration outlined in the management plans listed under 10.1.4:</p> <ul style="list-style-type: none"> - planting of Pinus nigra seedlings in the Iwitahi Orchid Reserve - wilding and weed control at the Waiotapu Geothermal Area. <p>The auditor also confirmed in interview that contractor self-reporting is a tool encouraged by TL NZ to report issues and is being used to encourage transparency</p> <p>Setbacks or buffer zones are marked with tape during the re-establishment process prior to operations commencing. Boundaries according to GIS measurements are walked as another part of re-establishment processes. Areas with standing water have a tree length setback. Land prep setbacks are the same as those for planting. TL NZ is using 20 metre buffers alongside running rivers and 10 metres on a waterway not identified as a river or stream.</p>	
<p>2. The forest manager shall plan to ensure that damage resulting from forest operations stays within tolerable levels and degradation is minimized.</p>	<p>BEP's</p>	<p>Remote visits to active and inactive sites within the forest estate confirmed that operational activities conducted using environmental planning and site-specific operational plans limit impacts to the surrounding areas</p> <p>TL NZ representatives referred to their increase in replacement culvert sizing to deal with unplanned rain events and the 1/100 AEP (Annual Exceedance Probability) resource consent process for the culvert pit in on "No1 Road"</p> <p>TL NZ is also "In process" on a resource consent for a bridge replacement in Waiotapu in the buffer zone to a geothermal area. Reviewed Kerosine Creek bridge replacement.</p> <p>Timberlands does have a contractual disciplinary process to stand contractors down should serious environmental issues occur.</p>	<p>C</p>

		<p>Interviewed the establishment Forester in relation to harvest hand back procedures and the establishment/reestablishment processes used by TL NZ (GIS layers and document review)</p> <p>Land preparation consists of three methods: Spot mounding, line raking (Rotoehu 43) and skid site reestablishment (ripped and top sound applied in mounds)</p> <p>Neighbours are also now included in the Harvest Handback form and the Land Preparation staff notify neighbouring landowners of impending forest operation (Pikowai Road compartment 148 and 9 re-establishment) using this information.</p> <p>The induction process to a site includes Forest Supervisors taking the job prescription to the contractor, completing a site induction and also carrying out daily site inspections during operations. If an operator deems an area unsafe then operators are not required to complete that area.</p> <p>The auditor was informed that land preparation marking using the tapes is a guide only and some differences in area can occur.</p>	
3. The forest manager shall monitor forest health and take action to control or eradicate damage agents.	TL FSC Monitoring Plan TL Public Monitoring Summary F10	Programs to monitor and control damage agents are in place including for <i>Dothistroma pini</i> ss described in the TL FSC PEFC Monitoring Plan.	C
5.3 WEEDS AND PESTS			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
1. The forest manager shall Identify exotic and endemic weed species and pest animals and take action to control or eradicate them within the defined forest area.	Biodiversity Management Plan	<p>Exotic and endemic weed species and pest animals are identified in the TL FSC PEFC Monitoring Plan</p> <p>The <i>Biodiversity Management Plan</i> outlines the approach to managing weed and pest control within the estate, including control of wildings. The <i>Reserve Management Plan</i> specifies weed control measures for riparian areas included as HCVs. This largely includes control of <i>P. contorta</i>, gorse, willow and pine wildings. The auditors inspected <i>P. contorta</i> control adjacent native vegetation on the banks of the</p>	C

		<p>Waitahanui River and the Waiotapu Geothermal HCV which is consistent with the with the Reserve Management Plan. Sustainability staff reported works are progressing to control <i>Pinus contorta</i> in riparian reserve areas identified in the <i>Reserve Management Plan</i> and collaborative regional projects were being planned with key stakeholders at the time of the audit.</p>	
<p>2. The forest manager shall take action to constrain the spread of weeds and pests.</p>	<p>TL Public Monitoring Summary F19 Reserve Management Plan</p>	<p>The <i>Biodiversity Management Plan</i> outlines the approach to managing weed and pest control within the estate, including control of wildings. The <i>Reserve Management Plan</i> specifies weed control measures for riparian areas included as HCVs. This largely includes control of <i>P. contorta</i>, gorse, willow and pine wildings. The auditors inspected <i>P. contorta</i> control adjacent native vegetation on the banks of the Waitahanui River and the Waiotapu Geothermal HCV which is consistent with the with the Reserve Management Plan. Sustainability staff reported works are progressing to control <i>Pinus contorta</i> in riparian reserve areas identified in the <i>Reserve Management Plan</i> and collaborative regional projects were being planned with key stakeholders at the time of the audit.</p> <p>In 2020 Wildland Consultants completed a 10-year plan review for Tarawera Forest titled <i>Implementation Plan for the Ecological Management of Natural Areas in Tarawera Forest 2020-2030</i>, Report 3355ak. This report documents management actions undertaken to maintain RTE species populations and their habitats within this reserve. Actions in 2019 include follow up control of Royal Fern populations in a number of wetlands and <i>Carex lurida</i> control in the Tumutara Road Wetland, removal of wilding pines and grey willow at Mangate Stream Wetlands, wilding pine control at Mt Tarawera Northeast and pest plant control at Lake Pupuwaharau and Lake Tahuna. Interview with a representative of Wildland Consultants confirmed these works had been completed, and provided a context for updates to the management plan.</p> <p>The auditor reviewed virtual footage of wilding control works at Waiotapu Geothermal Area. An iwi representative confirmed this work is being done in collaboration with the Iwi and Rotorua Council.</p>	

<p>3. The forest manager shall periodically evaluate the effectiveness of such control actions and modify the control methods where necessary.</p>		<p>A 10-year <i>Pinus contorta</i> infestation assessment is currently ongoing and confirms improvements in terms of density but not spread. TL is developing a management strategy in conjunction with Regional Councils to systematically contain and eliminate it.</p> <p>Timberlands are guided by the Reserves Management Plan, combined with budget constraints, Currently Timberlands have a 10-year programme for Tarawera Forest which is now half way through.</p> <p>The project was commenced in 2015 and a report titled Tarawera Forest Natural Area Management – Summary of Work Undertaken 2018/19 was reviewed by the auditor and listed a significant list of sub-projects implemented since 2015, including (Wilding pine control at Mt Tarawera North-east, Follow-up control of royal Fern, wetland bird surveys, remeasurement of photo point monitoring at selected pest control sites, Willow control at Lake Tahuna and an aerial survey of all-natural areas)</p> <p>Another priority is consideration of priorities identified by stakeholders is also a consideration for maintenance or enhancement of biodiversity budgets</p>	<p>C</p>
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5.4 FIRE AND DISTURBANCE REGIMES

Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
<p>1. The forest manager shall Manage fire and other disturbance regimes within native forests to maintain or enhance forest ecosystem health.</p>		<p>Natural forests within the TL forest estate do not rely on prescribed fire to maintain or enhance ecosystem health. Burning is primarily focussed on the reduction of post-harvest slash in plantation and training fire personal.</p> <p>TL's estate is incorporated in the <i>Bay of Plenty Interim Fire Administration Plan</i>, which covers the area formerly covered by the Pumicelands Rural Fire District. This document sets out reduction, readiness, response, recovery and SOPs for fire management under the FENZ Agreement. It includes strategies for fire prevention and suppression, readiness protocols, links to relevant fire maps, emergency procedures, and expectations for equipment and training. The <i>FRO03 Fire Emergency Response Calls & CIMs Structural Chart</i> (August 2019) identifies staff and contractors against various fire response roles. The</p>	<p>C</p>

		<i>Pumicelands Fire Resources Directory 2018</i> sets out all the resources including contractors and their contact details and roles for the region.	
2. The forest manager shall periodically review the contribution of the disturbance regime to the maintenance of forest ecosystem health and vitality within native forests.		Natural forests within the TL forest estate do not rely on prescribed fire to maintain or enhance ecosystem health. Native forests are managed as exclusion areas with no forestry activity is permitted within native vegetation.	C
3. The forest manager shall use the results of the review to adjust the disturbance regime where necessary to increase its effectiveness.		Natural forests within the TL forest estate do not rely on prescribed fire to maintain or enhance ecosystem health. TL NZ managed vegetation is regularly monitored to ensure biodiversity values are maintained or enhanced. There is no disturbance regime used in native vegetation.	C
5.5 REHABILITATE DEGRADED FOREST			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
1. The forest manager shall identify sites within the defined forest area that are degraded and facilitate a prioritized program for the rehabilitation of degraded forests.	TL Biodiversity Manual ES251	The auditor reviewed the 'Bluebook Report' Summary of NSA and Total Area Under Timberlands Management Report for Q1 2018 and Q1 2017. These reports show that the area of unplanted estate has remained stable over the past year.	C
5.6 CHEMICAL USE			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
1. The forest manager shall minimize the use of chemicals and any adverse impacts arising from their use.	See Interpretation of Requirement 5.6 Chemical Use for certification of forest managers under the Australian Forest	The FMP includes a commitment and strategies to reduce chemical usage. Timberlands comply with the requirements set out in the Chemical Use Strategy ES 800 which states: <i>there is and continues to be strong incentives to reduce pesticide hazards due to both cost and environmental regulation.</i> <i>Reducing and eventually eliminating pesticide use makes good sense from environmental, social and economic perspectives, providing it occurs as a result</i>	NC

	<p><u>Certification Scheme (AFCS)</u> approved 18 December 2014</p> <p>Pesticides Register ES 811 updated April 2018,</p>	<p><i>of a well-managed and structured approach. In New Zealand considerable progress has been made in achieving pesticide reduction and in the development of alternative treatment practices.</i></p> <p>The treecrop representative explained that TL purchase all chemicals for operations in the FMU and have arrangements with Orion their supplier for recovery of all containers. This was also confirmed with the aerial spray contractor.</p> <p>The harvesting representative explained that there are four providers of fuel and oil servicing TL contractors and that these companies are known to recycle containers and oils.</p> <p>Visits to the Te Ngae tree nursery owned and operated by TL provided insight to chemical usage on that site.</p> <p>There is an ongoing issue in data recording at the nursery with the auditor again issuing a non-conformance against discrepancies in recording chemical volumes in the chemical Store Register against this actually onsite or recorded in the Usage Register</p> <p>The auditor also reviewed the document titled Tarawera Forest Natural Area Management – Summary of Work Undertaken 2019/2020 which includes a Herbicide Usage in Tarawera Forest 2019 – 2020 that lists the site name, the active ingredients and tradename of each chemical and the total amount used (Lake Tahuna AGPRO Green Glyphosate 510, 510g/l glyphosate and isopropylamine salt, used 48 L)</p> <p>Non conformance</p>	
<p>2. The forest manager shall not use World Health Organization Class 1A and 1B pesticides unless legally approved for use.</p>		<p>No WHO 1a / 1b chemicals are used. 1080 (sodium monofluoroacetate) which is permitted under 'Interpretation of Requirement 5.6 Chemical Use for certification of forest managers under the Australian Forest Certification Scheme (AFCS)' document.</p>	<p>C</p>
<p>3. The forest manager shall not use pesticides banned by any international agreements defined in the Stockholm</p>		<p>No pesticides banned under international agreements defined in the Stockholm Convention on Persistent Organic Pollutants 2001. NZ is a signatory to this agreement and no POP's are used by TL.</p>	<p>NC</p>

<p>Convention on Persistent Organic Pollutants 2001.</p>		<p>Reviewed the Pesticides Register ES 811 updated April 2018, which sets out each of the chemical used within the estate, and which are evaluated on a case by case basis.</p> <p>During the review of SDS sheets it was found that the Te Ngae Nursery have on hand multiple chemicals that a) do not have a current SDS available or b) require a new SDS sheet - not currently available on the internet (or not reissued by the producer).</p> <p>Nonconformance</p>	
<p>5.7 DAMAGE AGENT SALVAGE OPERATIONS</p>			
<p>Indicators</p>	<p>Guide to verification/ implementation</p>	<p>Evaluation Team Notes</p>	<p>Conformance (C, NC or NA)</p>
<p>1. The forest manager may conduct salvage operations to recover forest products from forests within the defined forest area that have been affected by damage agents.</p>	<p>EM1010 Windthrow Plan EM102 Windthrow CIMS</p>	<p>Windthrow plans support the determination of windthrow risk, decision matrix for salvage operations. Safety of personnel is a considered in plan.</p> <p>Windthrow salvage was carried out in a historic site in Rotoehu Forest in conjunction with the Environmental team and stakeholder consultation with Iwi and CNI. The auditor reviewed Harvest plans showing areas of windthrow that were required to be removed.</p> <p>Salvage operations are also undertaken where forests are affected by fire or other damage agents.</p>	<p>C</p>
<p>2. The forest manager shall exclude all reserve areas within the defined forest area from salvage operations except where required for safety, fire management, rehabilitation or other justified reasons. Areas subject to these exceptional circumstances shall have additional stringent conditions to recognize the values in the reserves.</p>	<p>ES253 Native Vegetation and Log Salvage Policy</p>	<p>Generally, not applicable in TL plantation estate, however single fallen native trees within a plantation that are either Totara, Matai and Rimu logs represent cultural value to Maori people.</p>	<p>C</p>
<p>3. The forest manager shall ensure that the planning and implementation of salvage operations is carried out in a</p>		<p>Salvage operations are planned to protect SBV's within the plantation estate, to minimise impacts on safety and personnel and to ensure that any salvageable material is recovered.</p>	<p>C</p>

manner that maintains remaining Significant Biodiversity Values.		Windthrow salvage was carried out at a historic Pa site in Rotoehu Forest in conjunction with the Environmental team and stakeholder consultation with Iwi and CNI	
4. The forest manager shall, where opportunities exist, retain biological legacies and stand structural elements on affected areas including variations in the intensity of salvage logging, retaining a range of growth stages to maintain biodiversity values within the affected area, and minimizing the level of physical disturbance on regenerating areas.		Consideration of stand condition, harvesting operations are considered in salvage plans for plantations by TL	C
5. The forest manager shall ensure that salvage operations are carried out consistent with the requirements of the Standard.		Salvage operational planning is consistent with the requirements of the Standard. Each wind throw event and the resulting damage are carefully assessed to ensure that any impacts of the salvage are minimised and/or mitigated prior to and during planning and operations	C
Criterion 6 – Soil and Water Resources: Forest management shall protect soil and water resources.			
6.1 IDENTIFY SOIL AND WATER VALUES			
Indicators	Guide to verification/ implementation	Evaluation Team Notes CRITERION 6 NOT EVALUATED	Conformance (C, NC or NA)
Criterion 7 – Carbon: Forest management shall maintain or enhance forests’ contribution to the carbon cycle.			
7.1 CARBON CYCLE			
Indicators	Guide to verification/ implementation	Evaluation Team Notes CRITERION 7 NOT EVALUATED	Conformance (C, NC or NA)
Criterion 8 – Cultural Values: Forest management shall protect and maintain, for Indigenous and non-Indigenous people, their natural, cultural, social, recreational, religious and spiritual heritage values. The rights of Indigenous people which are expressed in the Treaty of Waitangi shall be recognized and respected.			
8.1 INDIGENOUS PEOPLES’ VALUES			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
1. The forest manager shall recognize the rights,	Manawhenua Register 2017	The Manawhenua Register 2017 was sighted with its contents and format achieving compliance with this	C

<p>responsibilities and values of Indigenous people who hold traditional cultural connection/mana whenua to/over the land.</p>	<p>The Tenure Rights and Responsibilities Policy</p>	<p>indicator. The list of Manawhenua rights and the entities that represent them was current.</p> <p>The auditor confirmed in interview that there is no use of traditional knowledge within the DFA, Timberlands will pay for people’s time (Koha) in some situations.</p> <p>Iwi are consulted around HCV species to ensure they are aware of the values and comfortable with the approach.</p> <p>The Tenure Rights and Responsibilities Policy sets out the required information on land ownership, lease and customary rights. The Indigenous Peoples Policy, Cultural Access and Recreation Policy</p> <p>Consultation with stakeholders confirmed satisfaction with TL NZ as forest managers, the company is seen to be actively involved with several communities, is willing to participate in community activities and to provide support through various projects for different communities at different times.</p>	
<p>2. On land within the defined forest area where these rights, responsibilities and values are held, this shall include: a. including the rights of tangata whenua in decision making to ensure the continued protection of those values; b. applying practices and protocols that are consistent with Indigenous people’s cultural and spiritual values that support and endorse sustainable development and management of forests to the defined forest area; c. actively promoting through education the rights and interests of indigenous peoples in forests and lands; d. supporting Indigenous people’s economic and social aspirations in sharing benefits</p>	<p>High Risk Procedures, The Disputes Register and process, the Indigenous Peoples Policy and the Tenure Rights and Responsibility Policy</p>	<p>The Complaints & Disputes Process and Dispute Register provide policy and information to satisfy this indicator. There continue to be no active disputes recorded in the Disputes Register (updated July 2020)</p> <p>Timberlands have continued their arrangements with iwi landowners whereby there is a waving of the \$50NZ hunting permits to enable general access but also to cater for special events such as tangihanga.</p> <p>The comments in a previous audit report remain applicable: <i>Compliance with this indicator is also supported by the sighted document Joint Access Policy. But, furthermore, and in keeping with ‘Treaty responsibilities’, the attitudes of Timberlands to this indicator are reflected in the number of policies the company has that are focused on indigenous contexts. Sighted examples include the policies/statements including Timberland’s Indigenous People Policies. (Last updated May 2011)</i></p>	<p>C</p>

<p>from the management of forests; and e. respecting Indigenous people’s cultural and traditional customs in Forest Management Plans.</p>			
8.2 INDIGENOUS HERITAGE VALUES			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
<p>1. The forest manager shall protect and maintain Indigenous people’s cultural, religious, spiritual and social heritage values through the identification of known values.</p>	<p>Kaingaroo Timberlands Landscape Assessment 2004 –Tangata Whenua Report,</p>	<p>Areas of special cultural interest for Maori and historic and archaeological sites are documented in the Kaingaroo Timberlands Landscape Assessment 2004 –Tangata Whenua Report, (Reviewed during the 2020 surveillance audit) And the Historic and Archaeological Site Management Report ES361 May 2018.</p>	<p>C</p>
<p>2. The forest manager shall consult with the relevant Indigenous people to: a. identify and assess the significance of Indigenous peoples heritage values; b. consider and incorporate their views in the preparation and review of the Forest Management Plan; and c. prevent damage to significant values during forest operations.</p>	<p>ES361 Historic and Archaeological Site Procedures ES416 Indigenous Peoples Policies</p>	<p>The Forest Information Team Leader provided an overview of how sites of significance to tangata whenua are identified and mapped. TL receives updates from ARCHSITE for new registered sites within its estate. The GIS team compare these sites with TLs own archaeological layer to determine if updates are new or already known by TL. TLs own layer includes accurate verified locations of sites of significance based on surveys accumulated over time.</p> <p>Cultural sites: GIS has an historic sites layer provided by the NZ Archaeological Association, updated annually, this is applied to all operational plans. LIDAR is being used this year, analysed by archaeologists- with new sites being located or sites already known confirmed.</p> <p>Several sites have been found in Rotoehu forest and found 192 new potential sites (although at the time of the audit, only a few had actually been ‘ground truthed’ due to COVID restrictions)</p> <p>All sites need to be inspected but Timberlands are prioritising sites near to operational areas for the most urgent validation</p> <p>Timberlands work with Iwi and ensure the archaeological site significance and protections required for each site.</p>	<p>C</p>

		<p>Timberlands also add information to the formal BOP historic sites layer.</p> <p>The Rare Species Sighting layer records location, date, who saw it, flora and fauna, date and information fed through to the operational map.</p> <p>The HCV orchid location is located on a specific site within a layer of its own, but also within a covenant layer.</p> <p>Lidar surveys have only been only done in Rotoehu forest to date, ground truthed within limitations, and found to be almost 100% accurate. As a result of this Timberlands have reviewed the harvest schedule for Rotoehu</p> <p>The auditor also reviewed the PPP given to Timberlands staff showing LIDAR generated possible sites, this has reduced the amount of time if the field searching for sites.</p>	
8.3 OTHER HERITAGE VALUES			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
1. The forest manager shall assess the significance of cultural, religious, spiritual and social heritage values in a regional context based on relevant heritage studies and forest planning instruments.	ES231 Public Summary TL Standard Management Plan for Certified Forests May 2020 Archaeological Site Procedures ES361	<p>Historic sites and features are protected under the Heritage New Zealand Pouhere Taonga Act 2014.</p> <p>The TL NZ representatives described how sites of significance are identified during harvest planning, using the TL archaeological site layer and the covenant layer in the GIS.</p> <p>Sites identified as relevant to stands proposed for harvesting are excluded from harvest areas and noted in the Prescriptions Database.</p> <p>Operations Managers use the Prescriptions Database and harvest area maps as the basis for operational plans.</p>	C
2. The forest manager shall protect and maintain significant heritage values.	ES231 Public Summary TL Standard Management Plan for Certified	<p>Protection of significant heritage values is described in the Archaeological Site Procedures ES361</p> <p>Archaeological Site Procedures ES361 - preplanning includes database searches and on ground verification to confirm known sites. Protections are then put in place. Interviews with staff</p>	C

	<p>Forests May 2020</p> <p>Archaeological Site Procedures ES361</p>	<p>during the 2020 audit and examples at field sites confirm implementation of ES361 procedures.</p> <p>Compartment 8147 is owned by 3 landowner groups (Ngati Awa, Ngati Makino and TPT).</p> <p>Timberlands notified the landowners salvage harvest of windthrow was needed and invited Ngati Awa to visit, however this was declined but a letter was received from Ngati Awa giving general consent.</p> <p>As a result of the LIDAR data received Timberlands sought advice on harvest processes once access to safe.</p> <p>An authority with Heritage New Zealand was required for parts of the Rotoehu operations and a General Authority was received early 2020.</p>	
<p>3. The forest manager shall consider significant heritage values in the preparation and review of the Forest Management Plan.</p>	<p>ES231 Public Summary TL Standard Management Plan for Certified Forests may 2020</p> <p>Historic and Landscape Sensitivity Procedures ES363</p> <p>ES 361 Historic and Archaeological Site Procedures</p>	<p>Heritage values are identified in Geomaster and are recognised as a layer in all operational prescriptions.</p> <p>Consideration of Legal Authority and General Authority are processes undertaken by Timberlands NZ to ensure that all protections are provided to any sites of significance.</p> <p>An Authority to modify is used when harvesting in or around a site is to be undertaken, the Heritage Act makes it illegal to damage an historical site. However, sites can be destroyed or modified through Heritage NZ approval and consultation with Iwi.</p>	C
<p>4. The forest manager shall implement actions in consultation with the appropriate bodies to avoid damage to significant heritage values during forest operations.</p>	<p>ES231 Public Summary TL Standard Management Plan for Certified Forests May 2020</p>	<p>Staff and Contractors are trained in the identification of cultural values as confirmed by interviews with staff and review of documentation.</p> <p>Training has been difficult, but the Strategic Plan is designed for staff to further knowledge of Maoritanga</p> <p>Reviewed Harvesting BEP for accidental significance.</p>	C

	<p>ES 361 Historic and Archaeological Site Procedures</p>	<p>Iwi Representatives do attend access policy meetings. TL must go through Heritage New Zealand to gain an Authority to harvest should sites be discovered (Rotoehu Forest 2020).</p> <p>New sites are now recorded on the company GIS database and the Heritage NZ GIS database.</p> <p>, A harvesting representative described how sites of significance are identified during harvest planning using the GIS Historic sites layer. The sites are shown on harvesting maps and appropriate prescriptions developed. Advice is sought from archeologists as to the need for a general authority for the site. This process triggers consultation with tangata whenua. As a result, a 30 metre buffer was left around known sites, also prior to operations the crew undertook a blessing of the land.</p> <p>Harvesting and sustainability representatives outlined the processes undertaken at Rotoehu harvest area 8147 in 2020. The area was subject to a significant windthrow event ~180ha and planning for salvage was undertaken in January 2020, including emails to Ngati Awa seeking input on the protection of a known significant Pa site on the site dated 14/1/20. Salvage occurred at harvest area 8147 in areas where there was no risk of impacting the Pa site and surrounds, however this work ceased whilst a general authority to harvest was sought, as per the advice of Ngati Awa. The formal archaeological authority was issued dated 23/6/20 to harvest around the Pa site, which considers the Archaeological Assessment of Harvest Area 8147, Rotoehu Forest, April 2020, recognizes the consultation undertaken with Ngata Awa and provides procedures for accidental discovery. The Harvest Map for Harvest Area 8147 clearly identifies the Pa site and excludes it from TL land. An email dated 11/8/20 to harvesting staff confirms the actions required to comply with the authority. At the time of the audit harvesting had not recommenced around the Pa site.</p>	
8.4 LEGAL AND TRADITIONAL USES			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)

<p>1. The forest manager shall allow existing legal and traditional uses of the forests to continue within the defined forest area.</p>	<p>The Manawhenua and Customary Rights Policy ES 391 Cultural Access and Recreation Policy SC 201</p>	<p>TL provide access for the iwi people to access resources, hunt and fish and visit cultural and spiritual sites. Procedures for dealing with matters raised in this indicator are set out in the Joint Access Policy.</p> <p>Iwi access is by way of permits issued under the Manawhenua and Customary Rights Policy Cultural hunting is allowed for cultural events, however people entering the forest need to comply with OH&S requirements</p> <p>The The Manawhenua and Customary Rights Policy states: Groups with Mana whenua customary rights provided under the Crown Forest licences, some of which are:</p> <ul style="list-style-type: none"> • Rights to visit customary areas, archaeological sites and Urupa • Rights to collect customary foods such as tuna (eels) puha and water cress. Hunting of introduced species is not considered a customary right <p>Other customary rights exist in the TL NZ managed forest estate. These are rights that are recognised or provided in recognition of long-standing access to the land.</p> <p>The Timberlands NZ Tenure Rights and Responsibilities Policy also includes reference to customary rights that include access to: Waahi Tapu site, Water supply rights, Fishing and hunting access where public access rights exist, I food gathering, Power lines and telecommunication corridors and access, rights-of-way, easements, Grazing rights, tramping and recreational access.</p>	<p>C</p>
<p>2. The forest manager shall pursue negotiated outcomes with recognized and affected parties, where such uses threaten the condition of the forests or the achievement of the forest management performance requirements.</p>	<p>ES231 Public Summary TL Standard Management Plan for Certified Forests May 2020</p>	<p>TL maintain regular communication with Iwi on operational or management decisions that may affect the Iwi people and access to traditional rights. This is expressed in the Cultural Access and Recreation Policy SC 201. Timberlands also maintain a positive relationship with CNI on many levels</p> <p>Timberlands have a Koha Policy which states that <i>Tikanga Koha is the custom of making a gift to one's</i></p>	<p>C</p>

		<p><i>host out of gratitude for the manner in which the host has carried out the obligation to look after and feed one's visitors, the custom known as Tikanga Manaaki Manuhiri</i></p> <p>The Complaints & Disputes Process and Dispute Register provide policy and information to satisfy this indicator. There continue to be no active disputes recorded in the Disputes Register (updated July 2020)</p>	
Criterion 9 – Social and Economic Benefits: Forest management shall maintain and enhance long-term social and economic benefits.			
9.1 REGIONAL DEVELOPMENT			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
<p>1. The forest manager shall: a. identify opportunities that allow the forests within the defined forest area to play an environmental, economic, social, and cultural role in rural and regional development; b. support regional industry and regional communities, including commitments to local procurement where possible and fair contracts with suppliers of goods and services.</p>	<p>ES231 Public Summary TL Standard Management Plan for Certified Forests May 2020</p>	<p>TL has policies and practices in place to address this requirement (see 4.1.1). The TL Public Monitoring Summary F19 (July 2018 – June 2019) provides a statistical comparison of the numbers of Rotorua district-based vs total businesses with whom TL has active accounts by financial year. This shows that local businesses have consistently represented 37-40% of vendors. F19 notes that there are 1161 vendors to TL, 421 of those are base in Rotorua with 740 businesses located in the wider Central North island/Auckland regions</p> <p>Evidence to support local employment and training include the Timberlands Graduate Programme, shared costs paid for trainee drivers with RFH Ltd (Principal log haulage contractor), TL chair the Central North island Wood Council to promote social skills resulting in employment.</p> <p>FOA administer funds from members, TL contribute to FOA who distribute funds, including to regional training providers</p> <p>The Public Summary TL Standard Management Plan for Certified Forests ES231, last revised May 2020, the Reserve Management Plan ES252- 2015-2020, Revised January 2018 and topic specific social impact assessments document the costs and benefits of environmental and social effects.</p> <p>The Community Contribution Register, last updated March 2018 details budget arrangements for works undertaken as contributions to communities.</p>	<p>C</p>

		Monitoring Indicator M131 Social impact Assessment is included in the Public Summary TL Standard Management Plan for Certified Forests May 2020 and sets out conditions under which TL NZ undertake SIA. The Latest SIA was completed in 2015 in relation to the Cessation of Pruning.	
9.2 OPTIMAL USE			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
1. The forest manager shall pursue the efficient and optimal use of harvested forest products to encourage best use of forests within the defined forest area having due regard to the environmental, economic, social and cultural requirements of the Standard.	<p>ES231 Public Summary TL Standard Management Plan for Certified Forests May 2020</p> <p>Environmental and Social Risk Decision ES301 – High or Low Risk Operations</p>	<p>The <i>Strategic Plan</i> includes a strategy objective to develop a nutrition strategy to lift MAI by 10m³/yr by 2050. The FME is working on this strategy at the time of the audit.</p> <p>Formal social impact assessments associated with strategic decisions were documented in specific reports such as Social Impact Assessment (SIA) Pruning Cessation 20/12/16. This is the last major SIA under the current policy requirements.</p> <p>Social impacts associated with individual operations, such as neighbour or cultural impacts, are documented in individual records in the Prescriptions Database.</p> <p>The Land Manager demonstrated stakeholder consultation results for harvesting area in Rotoehu Forest 8147, where an archaeological permit was required to manage operations around a Pa site.</p> <p>The Forest Risk Manager explained that where stakeholder issues are repeated / ongoing they are documented in the Complaints & Disputes Process and Dispute Register. There continue to be no active disputes recorded in the Disputes Register (updated July 2020)</p> <p>ES231 Public Summary TL Standard Management Plan for Certified Forests May 2020 includes a summary of the proportion of product provided to domestic markets. This has ranged from 55 to 61% of total annual volume since F10. The domestic processing figure currently sits at 3million tonnes per year</p> <p>Interview with the Harvesting and Marketing Manager confirmed that domestic customers are TLs priority,</p>	C

		<p>and export is used as a spot market to sell timber in excess to local needs. All residues are sold to domestic processors.</p> <p>Products for harvesting are described on the Cut Plan. Incentive schemes are in place with harvesting contractors to optimise products and value cut.</p>	
<p>2. The recovery and value adding of otherwise wasted forest products shall be encouraged wherever possible.</p>		<p>Residues from log processing are recovered as chip for domestic and export markets. Short length material is recovered from log sites for chipping wherever possible. See 9.2.1 Monitoring Indicator M 132: Number of Log Grades Cut indicates the number of all grace cut has decreased slightly however TL NZ state that it is also an indicator of log making mechanisation more efficient with less log grades.</p>	C
9.3 ILLEGAL ACTIVITIES			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
<p>1. The forest manager shall take action to prevent unauthorized or illegal activities within the defined forest area where practical.</p>	<p>TL Agreement with First Security Services</p>	<p>Security patrols are maintained throughout areas that are prone to illegal activity. Locked gates and permit systems restrict unauthorised access.</p> <p>NZ police have carried out patrol in the forest estate, which is very unusual in NZ. This is a result of significant efforts by TLL NZ working with local and regional enforcement offices</p> <p>The CNI Forest Lands Cultural Access and Recreation Policy, last updated October 2013 sets out provisions for managing breaches to permit conditions and the policy. Trespass notices are issued for each incident and permits not issued to previous offenders. Designated Iwi representatives can revoke these penalties where appropriate.</p> <p>Monitoring Indicator M117: Security Breach Reports shows the security breach is from F08 to F 19 and indicates an increase in the number of legal entries detected. This is explained by a change in contractor and an increased emphasis on Illegal activities</p> <p>Public access is by foot only, except where recreational users obtain a permit. The TL website provides information about public access conditions</p>	C

		in the forest. This includes details of how to obtain permits for recreational and other activities.	
9.4 SKILLS DEVELOPMENT			
Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
1. The forest manager shall: a. identify opportunities to support employment and skills development of forest workers including, but not limited to, nationally endorsed and or recognized competencies and qualifications where appropriate; and b. implement identified opportunities for forest workers through appropriate development actions.	ES415 TL Employment Issues Policy and Strategy	<p>TL is a member of NZFOA and thus contributes financially to forestry training. It also provides targeted scholarships to support skills development.</p> <p>The Risk and Compliance Manager outlined recent initiatives to train new lwi machinery operators and new truck drivers through Rotorua Forest Haulage.</p> <p>TL has continued to allocate funding for six training scholarships to support contractors to develop new harvesting operators. (1 Driving and 5 harvesting)</p> <p>TL have a graduate programme for 2 graduates per year for 2 years. There are also education scholarships for university students and also give vacation employment.</p> <p>TL have also employed a Silviculture Trainer (sighted on the organizational chart) to work with silviculture workers to mentor them into more skilled roles and gain faller certificates. This was confirmed with a land preparation contractor.</p> <p>Timberlands NZ also formed the auditors that a women’s silvicultural crew was established and is involved in forest operations such as regeneration pulling and sail pruning.</p> <p>TL has continued its contractor scholarship arrangements with a range of harvesting and haulage contractors. The auditor sighted five harvesting and one haulage scholarship agreements, demonstrating TLs contribution to training in the local workforce. The auditors confirmed with contractors and stakeholders that these opportunities are actually occurring.</p> <p>TL contracts require workers to have all required certificates and licences, and contract workers to be made available for any training deemed necessary.</p>	C
9.5 HEALTH AND SAFETY			

Indicators	Guide to verification/ implementation	Evaluation Team Notes	Conformance (C, NC or NA)
<p>1. The forest manager shall foster a safe working environment by:</p> <ul style="list-style-type: none"> a. complying with relevant workplace health and safety legislation and regulations; b. facilitating improvements in workplace health and safety; c. adopting working conditions that do not endanger health or safety; and d. cooperating and consulting with forest workers and their representative organizations where they exist, on workplace health and safety. 	<p>HS001 Health and Safety Policy</p> <p>HS002 Health and Safety Manual</p> <p><i>Strategic Plan</i> introduced in May 2019</p>	<p>TL HSE system is largely the same as at the 2019 audit. It includes a H&S Policy, H&S Improvement Plan, H&S manuals as listed in 4.2.1, task specific Standard Operating Procedures, Critical Rules, contract specifications, the SCRIM database for recording incidents, hazards, inspections, audits and corrective actions, internal and external audits and a safety committee and representative structure, safety induction and task specific training and routine safety reporting and communication. The TL H&S system was accredited to the tertiary level of the now redundant ACC Workplace Safety Management Practices.</p> <p>TL's <i>Strategic Plan</i> introduced in May 2019 has four H&S related KPIs (summarized below) which are monitored on a weekly basis:</p> <ul style="list-style-type: none"> - Elimination of serious harm based on root cause - World leading safety culture built with employees and contractors - Design out hazardous tasks - Improve wellbeing and health factors <p>These strategic directions are now increasingly driving activities in H&S.</p> <p>A dedicated OH&S Lead and team have been established during the audit period. The team are focused on H&S cultural change and have made several changes during the audit period including:</p> <ul style="list-style-type: none"> - Introduction of drug and alcohol testing using oral methods (sighted email to TL stakeholder list re feedback on a new <i>Drug and Alcohol Standard</i> dated 13/8/20 and interviewed contractors about the introduction) - Formation of a new staff-based H&S Working Group to develop a new H&S charter - Focus on timely H&S incident recording and corrective action closures - Scoping replacement of the SCRIM database - Response to COVID19. <p>Interviews with contractors indicate the new approach of soft introductions of new initiatives and</p>	<p>C</p>

		<p>deeper engagement on H&S at a worker level is well received.</p> <p>TL stores its H&S records in the SCRIM database, however due to technical difficulties this is proving difficult and will be replaced in the next audit period with a new system.</p> <p>Review of data for the audit period indicates there were 563 incidents/near misses logged. Of these there were 24 Critical Rule Breaches captured through observation by crew, security and staff, with multiple breaches around failure to wear hard hats and falling trees near roads without traffic control. There were 33 LTI (lost time) & MTI (medical treatment) including 7 MTIs, all were minor or moderate actual impact outside the Bonisch Rd incident.</p> <p>The Health Safety Statistics Report August 20 shows there are ~40 open corrective actions, of these 18 are on track, with some exceeding the standard timeframes specified by SCRIM. Inflexibility of timeframes and lag is a key issue with the SCRIM program.</p> <p>Interviews with staff confirmed that timely incident reporting and closure is now linked to their performance payments which is driving significant improvement in this area.</p> <p>MI20 Sentinel Incidents shows the frequency of incidents with potential to kill or seriously harm was 20.8 in FY19 (consistent with lowest historic rates) and is 16.6 for the F20 YTD. June HSE graphs – compare TL injury statistics to Industry in NZ, showing that TL Total Injury Frequency Rate is just below average and the Long Term Injury Frequency Rate is just above average.</p> <p>Road safety, mobile plant and soft tissue injuries are still the key H&S risks for TL consistent with regional industry trends.</p> <p>Timberlands have this year introduced an online induction training.</p>	
9.6 WORKERS' RIGHTS			
Indicators	Guide to verification/	Evaluation Team Notes	Conformance

	implementation		(C, NC or NA)
<p>1. The forest manager shall recognize the rights of forest workers to:</p> <ul style="list-style-type: none"> a. join a union or organization of workers; b. participate in collective bargaining; and c. associate freely. 	<p>ES415 Employment Issues Policy and Strategy</p>	<p>Timberlands ES415 Employment Issues Policy and Strategy recognises that employment in NZ is subject to the mandate of the ILO Conventions. The policy recognises the right for employees to collectively bargain, freedom of association and join a union.</p> <p>TL does not have significant union presence in the workforce. TL ES415 states workers right to join a union. All TL employees are on individual contracts so collective bargaining in not applicable.</p> <p>There has been an external review of TL remuneration resulting in individuals able to gain performance bonuses via an incentive scheme.</p>	<p>C</p>
<p>2. The forest manager shall:</p> <ul style="list-style-type: none"> a. support equal employment opportunities and use qualifications, skill, experience and merit as the basis for recruitment and advancement of forest workers; and b. ensure that all forest workers are afforded fair and equitable treatment. 	<p>ES415 Employment Issues Policy and Strategy 2013</p>	<p>ES415 TL Employment Issues Policy and Strategy specifies a policy commitment consistent with this indicator.</p> <p>There has been an external review of TL remuneration resulting in individuals able to gain performance bonuses via an incentive scheme.</p> <p>COVID has impacted training opportunities this year, trainers are not allowed to travel. Basic training (first aid) has been occurring as best as possible.</p> <p>Training is developed from a new person having skills matched to role, looking for gaps that can be completed.</p> <p>Performance review does bring in training needs, changing the KPIs at the moment for the revised process. This will occur on a quarterly basis in the future.</p> <p>Succession planning framework- currently collating information to clearly articulate company requirements. This is a new formalized process for TL required by the Board of Directors.</p> <p>TL remuneration process included seeing there was any bias (including gender) 35-40% female to male dominated – finance is predominantly female) silviculture-treecrop is strongly male. Positions are qualifications based rather than any gender based.</p> <p>The “generation program” is a training programme is forestry specific programme, replicated in other</p>	<p>C</p>

		<p>regions, based in Gisborne getting people into training to provide a skills base leading people into employment, Timberland are considering being able to provide this linkage for its contractors to use this resource via the Central North Island Wood Council (chaired by the Risk and Compliance Manager-TL).</p>	
<p>3. The forest manager shall demonstrate that;</p> <p>a. where it engages in collective bargaining, such bargaining:</p> <p>i. takes place with representative workers' organizations where they exist;</p> <p>ii. does not involve direct dealing;</p> <p>iii. takes place in good faith; and</p> <p>iv. involves the forest manager's best efforts to reach agreement;</p> <p>b. representatives of organizations of forest workers have access to employees in the workplace and have the use of such facilities in the workplace as are necessary for the proper exercise of their functions as workers representatives;</p> <p>c. all forest workers are engaged freely and are duly compensated;</p> <p>d. all forest workers are greater in age than the completion of compulsory school attendance age; and</p> <p>e. it is in compliance with legal obligations creating minimum employee entitlements including but not limited to those set out in national legislation and collective bargaining agreements.</p>	<p><i>ES415 TL Employment Issues Policy and Strategy</i></p>	<p>The auditors could find no evidence of any breach of employment legislation both within TL and also within contractor crews.</p> <p>The auditors interviewed TL representative and several contractors with respect to their ability to join organisations of their choice (including trade unions). All said they could join a union if they wanted to, however none were actually members.</p> <p><i>ES415 TL Employment Issues Policy and Strategy</i> specifies a policy commitment consistent with this indicator, however TL does not directly employ labour and instead engages contractors for tasks requiring labour.</p> <p>The management representative explained that unions are not active for forestry professionals and there are no union members within TL. Contractor reported that unions have not approached their business and workers, but would provide access if requested.</p> <p>The TL Managing Director explained that Timberlands are keen on progressing the living wage as well as supporting the ongoing focus on H&S, and are currently considering this issue. There is now a Living Wage group in NZ that is reflecting national interest in this area.</p>	<p>C</p>

Appendix 3 – Opening/Closing Meeting Attendance Records



Meeting Attendance: Timberlands NZ

Date: 28/9/20

Surveillance audit

PLEASE PRINT CLEARLY – THIS DOCUMENT WILL BE SCANNED

Name	Position Title	Phone OR Email	Open	Field	Close
Sarah Milligan	Environmental Planner	Sarah.Milligan@tll.co.nz			



Meeting Attendance: Timberlands NZ

Date: 28/9/20

Surveillance audit

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Name	Position Title	Phone OR Email	Open	Field	Close
Ryan Cavanagh	CEO	07 3431070	Y	Y	Y
Dan Phillips	Land Resources Manager	07 3431070	Y	Y	Y
Colin Maunder	Sustainability Manager	07 3431070	Y	Y	Y
Jen Rogers	Export Scheduler	07 3431070			Y
Lien Pham	Forest Information Specialist	07 3431070			Y
Carolyn Anderson	Forest Information Specialist	07 3431070			Y
Karla Hook	HR Coordinator	07 3431070			Y
Ross Gallagher	Harvest Manager	07 3431070			Y
Hazel Swanson	Supply Chain Planner	07 3431070			Y
Leesa Haimona	Forest Risk Administrator	07 3431070		Y	Y
Steve Gatenby	Forest Health and Productivity Manager	07 3431070		Y	Y
Matt Gare	Establishment Forester	07 3431070		Y	Y
Hayden Pearson	Harvest Manager	07 3431070		Y	
Nigel Heron	Nursery Manager	07 3431070		Y	
Antoinette Roberts	Container Nursery Manager	07 3431070		Y	



Meeting Attendance: Timberlands NZ

Date: 28/9/20

Surveillance audit

Name	Position Title	Phone OR Email	Open	Field	Close
Sam Broily	Harvest Manager	07 3431070		Y	
Steve Schenck	Harvest Manager	07 3431070		Y	
Ash Mason	Production Thinning Manager	07 3431070		Y	
Evan Rarere	Fire and Security Manager	07 3431070		Y	
Cheryl Hindle	Team Leader – Forest Information	07 3431070		Y	
Sarah Milligan	Environmental Planner	07 3431070		Y	
Mark Coghill	Production Manager	07 3431070		Y	
Belinda Bird	HR Manager				



Meeting Attendance: Timberlands NZ

Date: 28/9/20

Surveillance audit

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Name	Position Title	Phone OR Email	Open	Field	Close
Steve Gatenby	Forest Health and Productivity Manager	0274664161			
Matthew Gare	Establishment Forester	0274664162			
Tony Bradley	Heli-Resources Ltd	021784529			