

Summary report - Sustainable Forest Management



Client Name / Business name	Private Forestry Service Queensland Incorporated
Date(s) of review:	Wednesday 21 st to Friday 23 rd and Monday 26 th November 2018. Total 3.5 auditor days.
Type of review	<input type="checkbox"/> Stage 1 pre-certification; <input type="checkbox"/> Stage 2 certification; <input checked="" type="checkbox"/> Surveillance post certification; <input type="checkbox"/> Re-certification; <input type="checkbox"/> Follow up or special audit
Site visited (include address)	8 Fraser Road, Gympie, Queensland 4570 and associated forest sites that PFSQ currently manages and are in its Defined Forest Area. 22 nd - Palmview, Moy's Pocket and Gundiah. 23 rd - Miva and Doughboy.
Certification standard	AS 4708:2013
Scope of activities within the scope of certification (short description)	Forest management services for private forest owners aiming at a range of purposes and products.
Scope of the audit / review	Office and field operations/ sites selected as representative of Defined Forest Area.
Names of review team members:	Wayne Tibbits and Pierre Mare [observer, auditor in training on Thursday, Friday morning, Monday].
Name of Global-Mark Client Manager, and signatory to this report:	Wayne Tibbits
Brief description of the FMUs [Forest Management Units]	Native forest and the other FMU is reforestation with native species.
Brief description of the DFA [Defined Forest Area] including its area as advised to the Scheme Owner (including updates)	The current total is 6,175 hectares updated 27/09/2018. Of this the largest FMU is native forest with 5,835 hectares. The other FMU is reforestation with 340 hectares.
Guidance as to how to obtain further details of the DFA may be accessed	PFSQ's website [PFSQ.net] has five satellite image maps showing the DFA. These are at the scale of 1:250,000.
Exclusions to the standard/management system	Only those that may not apply to the FMU in the DFA.
Name of Management Representative	Kaara Shaw

Review team declaration:

We confirm that for the purpose of this review:

- We did not have any conflict of interest with and is fully independent from the company listed above
- We had the review team has sufficient resources, and competences to complete its review and reach its conclusions,
- We had the appropriate credentials to perform this review in accordance with Global-Mark and applicable accreditation requirements.

Comment and disclaimer on this report:

- This report does not and should not be seen as advice. Please consult a qualified advisor or consultant for advice.
- Due to the sampling nature of third party business reviews, the time available and samples size, some issues, non-compliances or improvements might not have been identified in the present report. This does not imply that these issues do not exist, or are in compliance. Employees, management and other stakeholders of the organization need to and are responsible for, continuously identifying and taking necessary controls to ensure continued compliance with the standard(s), and improvement.
- Readers of this report should make judgement taking the above into account.
- The report is confidential, and is owned by the organization listed above, Global-Mark Pty Ltd and the review team members who participated in its preparation. The summary of it is publicly available through Global-Mark.
- Global-Mark reserves the right to make this report available to regulators, and/or funding providers if requested.

Attendance to opening and exit meeting (record below or refer to scanned attendance sheet on file)

Name (s)	Opening meeting	Closing meeting
Kaara Shaw - Field Officer, Wayne Tibbits - Global-Mark audit team leader	<input checked="" type="checkbox"/> Present; <input type="checkbox"/> Not	<input checked="" type="checkbox"/> Present; <input type="checkbox"/> Not
David Menzies - Field Officer, Bronwyn Lloyd - Administration Officer, Pierre Mare - Global-Mark audit team member	<input type="checkbox"/> Present; <input checked="" type="checkbox"/> Not	<input checked="" type="checkbox"/> Present; <input type="checkbox"/> Not



1 Review team conclusions

This certified entity of Private Forestry Services Queensland is an Incorporated not-for-profit and throughout this report may also be referred to as PFSQ, client, organisation, or forest manager.

This one-person surveillance review over three and one-half days focused on stakeholder consultation, biodiversity forest productive capacity, ecosystem health, soil/water values, carbon as well as some of the management aspects of the FMS, including internal audits, corrective and preventive action, and management review processes. It included two full days in the field with site visits and assessments centering on the aforementioned criteria. Observations relating to other aspects of the standard are included where thought useful.

During this audit we closed both previous findings and raised seven new findings, five as observations. ***Previous findings are shown in bold and italic font in the comment section of the report's main table. The new findings are shown as red colour font in the comment section of the report's main table. Text with green highlight is for emphasis to the client.***

Two matters of minor non-conformance were identified at this audit. The client presented corrective action plans for both by the audit exit meeting. Two new observations raised were also closed during the audit. This indicates prompt action by the client.

We believe that the organization listed above at the site(s) listed above has the capability to systematically meet the requirements of the Australian Forestry Standard and for the activities/products and sites listed on the Global-Mark scope of certification.

Mandatory reporting checks	%
What is their DFA category for PEFC notification fee schedule?	<input type="checkbox"/> 1 to < 5,000 hectares; <input checked="" type="checkbox"/> 5,000 to < 25,000 hectares; <input type="checkbox"/> 25,000 to < 50,000 hectares; <input type="checkbox"/> > 50,000 hectares.
Certificate includes a brief description of the geographic locality(ies) of the FMUs comprising the DFA in the scope of certification.	This was missing, apart from in the organisation name. During the audit Global-Mark created an update to the certificate with this added wording for the scope of the certificate: "Geographic localities include: Northern NSW, Ipswich/Gatton, Sunshine Coast, Gympie and Gin Gin. "
Certificate includes address for obtaining more information on the DFA (i.e. Summary Reports, DFA maps etc.).	Yes. All recorded in scope.
Client has maintained records of all communications including complaints and corrective action taken in accordance with the requirements of AS 4708 or NZS AS 4708 (as applicable), and these were available Global-Mark on request. This includes correspondence, recommendations and actions documented by the Scheme Owner.	Facebook provides opportunity for communications. Sighted comments received to the set of posts that are photos or infographics, which are on a cycle of posting.
If there was any breach of regulatory requirements within the scope of certification to AS 4708 or NZS AS 4708, did the client notify Global-Mark in writing within five business days?	Representative of EPA herbarium, DAF, and DNRME, came to Gundiah property and gave feedback on forest practices. They found no breaches and feedback was positive. The evidence for this was verbal from PFSQ staff members and the property owner Ergon/Energex.
How does the client maintain a DFA register used that has details of all separately described blocks or forest management units?	Spreadsheet file named 'PFSQ Defined Forest Area_27092018' has individual sheets from 'DFA 2010-2011' to present case 'DFA 2018-19'.
How does the client maintain a system that can track additions and/or deletions to the DFA between audits and that can provide areas and maps of any	As above.



Mandatory reporting checks	%
changes?	
Have there been any significant changes to the DFA and if so when did they advise Global-Mark?	No the range of total Defined Forest Area over last several years has been about 4,000 to 8,000 hectares.
How does and when did the client provide the Scheme Owner [Responsible Wood or New Zealand Forest Certification Association] with an annual statement confirming the current DFA?	At registration for RW logo on 26/09/2018.
How would Global-Mark summarise the most important observations, positive, negative, regarding the implementation and effectiveness of the client's forest management system and including considerations of compliance risks arising from activities of relevant stakeholders?	<p>The stakeholder engagement plan is considered very well done and clear in its approach. For example, it has tables related to four groups of stakeholders, three diagrams and lists "information pathways".</p> <p>PFSQ uses the social media Facebook to provide opportunity for useful information from a set of posts that are photos or infographics, which are on a cycle of posting.</p> <p>The Full Cam software has been used by Field and GIS Officer to create simulation at Gundiah. Sighted output showing carbon stocks, which is a time series of estimates that include future estimates that demonstrate the impacts of the operations expected.</p>
What are any applicable qualifications for scale and intensity, as referred to in AS 4708 or NZS AS 4708 (as applicable)?	Plantations or reforestation sites are relatively small in area yet have intensively applied silviculture particularly at planting. Native forest operations are much less intensive in terms of scale or other resources.
What sampling methodology was used to determine the size of sample of active blocks?	Prior to the audit the forest manager provided Global-Mark with a list of properties in the DFA as well as recent activities on them. In past audits the sites visits have often covered a wide geographic spread. This has resulted in long days with much travel time. For the 2018 audit the ATL in consultation with the client decided to focus attention in the Sunshine Coast to Gin Gin region. The audit sampled in this region 100% [two of two] of active reforestation sites, 50% inactive reforestation sites [one of two], 100% of active native forest sites [two of two]. Hence, though none were sampled at random, the sampling covered five of six potential sites. This means a potentially better outcome than random sampling.

Mandatory logo use checks	Audit team leader comments
What are the licence registration numbers provided by the Scheme Owner?	<p>RW/1-21-23, AFS/1-21-23 and PEFC/21-23-23</p> <p>We note that the RW website has the name of the organisation incorrect with plural 'Services' rather than singular 'Service'. During the audit Global-Mark emailed RW alerting them to this. https://www.responsiblewood.org.au/certificate_holder/private-forestry-services-queensland-inc/</p>
What does the client store the licence agreement with the Scheme Owner?	On file server. Sighted scanned agreement dated 10/08/2018 between PFSQ and RW.
Where does the client use the PEFC and/or Responsible Wood logos?	<p>On website: https://pfsq.net/australian-forestry-standard/</p> <p>On templates for landscape map, portrait map and letterhead. PEFC is only on landscape.</p>
When the client used the PEFC and/or Responsible Wood logos, what essential elements were fulfilled?	Logo and registration logo ID.



Mandatory logo use checks	Audit team leader comments
In on-product and off-product use, how were the Logos reproduced according to the measurements, colours and other specifications detailed in the respective Logo Reproduction Tool Kit?	Standard green colour.
What if any additional voluntary information is included?	"Promoting sustainable forestry management" with PEFC logo on landscape map template. Nil on others.

2 Review teams findings (major, minor non-conformities or observations)

At the conclusion of this review the following presents the status of new and existing findings:

Number of findings:

Finding Details	# Major non-conformities	# Minor non-conformities	# Observations	Total
Findings from previous audit(s) at start [№ 41-42]	0	0	2	2
Findings from above closed during this audit [№ 41-42]	0	0	2	2
New findings opened during this audit [№ 43-49]	0	2	5	7
New findings closed during this audit [№ 43, 45, 48]	0	0	3	3
Findings open at the end of this audit [№ 44, 46, 47, 49]	0	2	2	4



Some selected photos taken by the auditor are included below as further evidence to emphasise the report comments



Photo 1 - Weed identified and removed at Palmview.



Photo 2 - Coppice from stump of thinning at Moy's Pocket.



Photo 3 - Chemicals at related to finding № 34.



Photo 5- Area of recent active controlled burn at Boomerang.



Photo 6 - Two white wild horses centre of photo at Miva, with effects of wildfire visible.



Photo 7 - *Poropsis* beetle at Mt Urah.



Photo 8 - Visibly clear riparian water at Boomerang.

End of report