

FSC TEMPLATE

PROPOSAL FOR THE TRANSFER OF FOREST STEWARDSHIP STANDARDS TO THE REVISED P&C FSC-STD-01-001 V5

FSC-TPT-60-006 (VERSION 2-0) EN

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PROPOSAL FOR THE TRANSFER OF APPROVED FOREST
STEWARDSHIP STANDARDS TO THE REVISED P&C
FSC-STD-01-001 V5

FSC-TPT-60-006 (VERSION 2-0) EN

Approved 15 August 2012
FSC Policy and Standards Unit

Foreword

The purpose of this template is to support the development of a proposal and work plan for transferring Forest Stewardship Standards to the revised Principles and Criteria (FSC-STD-01-001 V5). It also serves as a communications tool to inform stakeholders of the transfer process being proposed and to gather input and support for this process.

This template is divided into two parts:

PART I requests general information related to the standards transfer process. **Irrespective of when you plan to begin the standards transfer, it is requested that you submit Part I to FSC by 31 October 2012.** This will allow FSC to know how you plan to implement the standards transfer, how to engage with you in the development of the International Generic Indicators (IGIs), and how to best provide you with support as you implement the transfer.

PART II requests more detailed information related to the transfer process, including a time-bound workplan and budget, contact information for the Standards Development Group and the Consultative Forum, the use of Technical Experts, and the communications plan. Once completed, Part II shall be submitted to FSC to approve the plan for an FSC Forest Stewardship Standard entered for the transfer process.

NOTE: It is important that the intended transfer process is registered with FSC prior to beginning the process; if a standard is not registered for transfer then it may be replaced by the International Generic Indicators once developed and any current national indicators will then be lost.

Please send both PART I and PART II, either in two parts or as one completed template to FSC's Policy and Standards Unit:

Gordian Fanso, FSC Policy Manager for National Standards

g.fanso@fsc.org

PART I: GENERAL INFORMATION

Please fill out this PART and submit it to FSC by 31 October 2012.

1. Background

Proposal to transfer the FSC Forest Stewardship Standard in Australia to the revised P&C (V5-0).

1.1 This proposal is submitted by:

Name: Natalie Reynolds
Position: CEO FSC Australia
Address: 502/7 Jeffcott St West Melbourne 3003
Telephone: +61 422 444 745
Email: nreynolds@fscaustralia.org.au

1.2 Please state the name and position of the person who will manage the transfer process, if different from above:

As above.

1.3 Please state the name and approval date of the standard(s) which you propose to transfer to the revised P&C (V5-0):

Option C – Interim Standards are in place in Australia by three auditors, SCS, Rainforest Alliance and Soil Association Woodmark. They are available for view here <mailto:http://www.fscaustralia.org/policies-and-standards/forest-management>.

2. Description of the type of transfer that will be undertaken

Below are four general options for transferring approved forest stewardship standards to the revised P&C. Please select the one you will generally follow and provide a detailed description of how you plan to undergo the transfer process. *Note that the National Standards Development Group in your country is highly encouraged to actively participate in the consultation on the FSC International Generic Indicators.*

- Option A. Basic Model:**
- Transfer of existing indicators to the revised P&C, as appropriate, plus adoption of the FSC IGIs to fill identified gaps.

- Option B. Advanced Model:**
- Transfer of existing indicators to the revised P&C, as appropriate, plus adoption of the FSC IGIs to fill identified gaps.
 - Revision of specific indicators identified by the Standards Development Group as needing additional work.

Option C. Super Advanced Model:

[Only to be applied in countries where approved national forest stewardship standards do not exist or partially exist, and where there is extensive experience in FSC certification]

- Harmonization of existing CB Standards with any approved or advanced draft national standards.

- Transfer of existing indicators to the revised P&C, as appropriate, plus adoption of the FSC IGIs to fill identified gaps and for specific indicators needing revision.
- Revision of specific indicators identified by the Standards Development Group as needing additional work.

All transferred standards need to be approved by FSC IC before they can be put to practice.

3. Timetable

Please fill out the below general timetable based on the type of transfer being planned and the expected initiation date. This is not intended to be the workplan for your standards transfer, but rather a basic overview of your transfer schedule, how it aligns with the IGI development process, and general steps you plan to implement. To best align the standards transfer process with the development of the FSC International Generic Indicators (IGIs), the below table provides the dates and key activities related to the IGI process and the regional outreach being planned.

Please also consider the following in your planning:

- Irrespective of the type of transfer option that is chosen, FSC highly encourages all Network Partners/SDGs to do a gap analysis of their standards to the revised P&C early in the IGI development process and to provide input on each draft of the IGIs with respect to the standards.
- All transfer processes are required to follow similar procedures as with standards revisions/development, including the use of a Standards Development Group and stakeholder consultation.
- More extensive revision or development (rather than a basic transfer) will require greater resources, such as extensive work by the Standards Development Group, extensive stakeholder consultation, field testing, etc. in order to finish within the transfer period. Please discuss any proposals for revision with the FSC IC National Standards Manager.

Dates	IGI Development Schedule	Activities for regional representatives, network partners/SDGs	Your Standards transfer timetable
10-14 July 2012	First IGI Group meeting to launch process and work on Draft Zero	Regional representative participation in meeting and discussions on how to engage Network Partners/SDGs in the process	
mid August 2012 – mid September 2012	Results of first IGI Group meeting available (Draft 0.2)	<ul style="list-style-type: none"> • Outreach to Network Partners/SDGs to share results of first IGI meeting and gather input for second meeting • Network Partners/SDGs conduct gap analysis and assess feasibility of IGIs for their standards. 	
3-5 October	Second IGI Group meeting to prepare Draft 1.0 for public consultation	Regional representatives share input provided by Network Partners/SDGs	
5 October			FSCA Board agree to submit option C to FSCIC IGI standards transfer process

31 October			Standards transfer development application to FSC International
End December 2012			Standards transfer process approved by FSCIC
Nov 2012 – Jan 2013	First formal Public Consultation period	<ul style="list-style-type: none"> • First set of regional workshops for regional representatives, Network Partners/SDGs, FSC staff <ul style="list-style-type: none"> • Work on filling gaps with draft IGIs • Input gathered for the next draft of the IGIs based on above bullet • Network Partners/SDGs do outreach to national-level stakeholders • For Network Partners/SDGs conducting a parallel process of transferring their standard as draft IGIs are available, this is when a national level consultation on the draft standard might occur 	<p>Regional IGI meeting to be held following FSC Australia Annual Excellence Awards, 27 November 2012. This is subject to agreement from Ma Lichao (Asia Pacific Regional Representative on IGI working group), and is in the process of being worked through.</p> <p>This would seek input into the IGIs and inform stakeholders of the processes that will be adopted by FSC Australia from that point forward.</p> <p>Call for EOI for SDG members and for input into locations of initial consultative forums.</p>
Dec/Jan			Identify gaps that may be present in SDG and seek targeted EOI
8 Feb 2013			Board Meeting review SDG applications and appoint SDG.
March-April 2013			<p>Establish consultative forum, undertake initial consultation:</p> <ul style="list-style-type: none"> • including regional areas • focus on process education and engagement • identify key issues
12-15 March 2013	Third IGI Group meeting to review comments		
End march-end April 2013	Results of second IGI Group meeting available	Outreach to Network Partners/SDGs to share results of second meeting and gather input for next draft of the IGIs	
End April			SDG draft 1.0 finalised:

May – July 2013	Second formal Public Consultation period	<ul style="list-style-type: none"> • Second regional workshop in each region • Continued work at national-level on tracking IGIs in the standards and consultation • For Network Partners/SDGs conducting a parallel process of transferring their standard as draft IGIs are available, this is when a national level consultation on the draft standard might occur 	<p>Consult on 1.0 (60 days):</p> <ul style="list-style-type: none"> • Regional and capital city workshops through Consultative Forum • Focus on SDG, stakeholder and expert identification of areas requiring further standard development work for input into draft 2.0.
End August			<p>Draft 2.0:</p> <ul style="list-style-type: none"> • Incorporates areas for further development identified in 1.0 consult
Mid Sept – mid Nov 2013			Draft 2.0 consult (60 days):
Sept/Nov 2013	Third IGI Group meeting to develop final draft of the IGIs for Board approval	Final draft of the IGIs are available after this meeting	
End January 2014			Draft 2.1 for forest testing
Feb 2014			Draft 2.1 approved for forest testing by FSC A Board
March 2014	Approval of the IGIs by the FSC Board	Approved IGIs are available	
March – June 2014			Forest testing of Draft 2.1
August 2014			Draft 3.0 – ‘forest-tested draft’
Sep-Oct 2014			Draft 3.0 consult
Nov 2014			Draft 3.1 – ‘pre approval draft’
Dec 2014			Draft National Standard approved by FSC Australia Board and forwarded to FSCIC for consideration and integration into final standards transfer process
Dec 2014, with extensions as necessary	National and CB interim standards transferred to revised P&C	<ul style="list-style-type: none"> • Finalize standards transfer; send to FSC for approval • FSC to lead on transfer of CB interim standards to IGIs with adaptation as necessary. 	

PART II: DETAILED PLANNING

Please submit this PART of the template once you have defined the details of the transfer process. Note that similar to standards development/revision, the transfer process requires a Coordinator and Chair, a chamber-balanced Standards Development Group, a Consultative Forum, a Communications Plan and stakeholder consultation.

5. Workplan

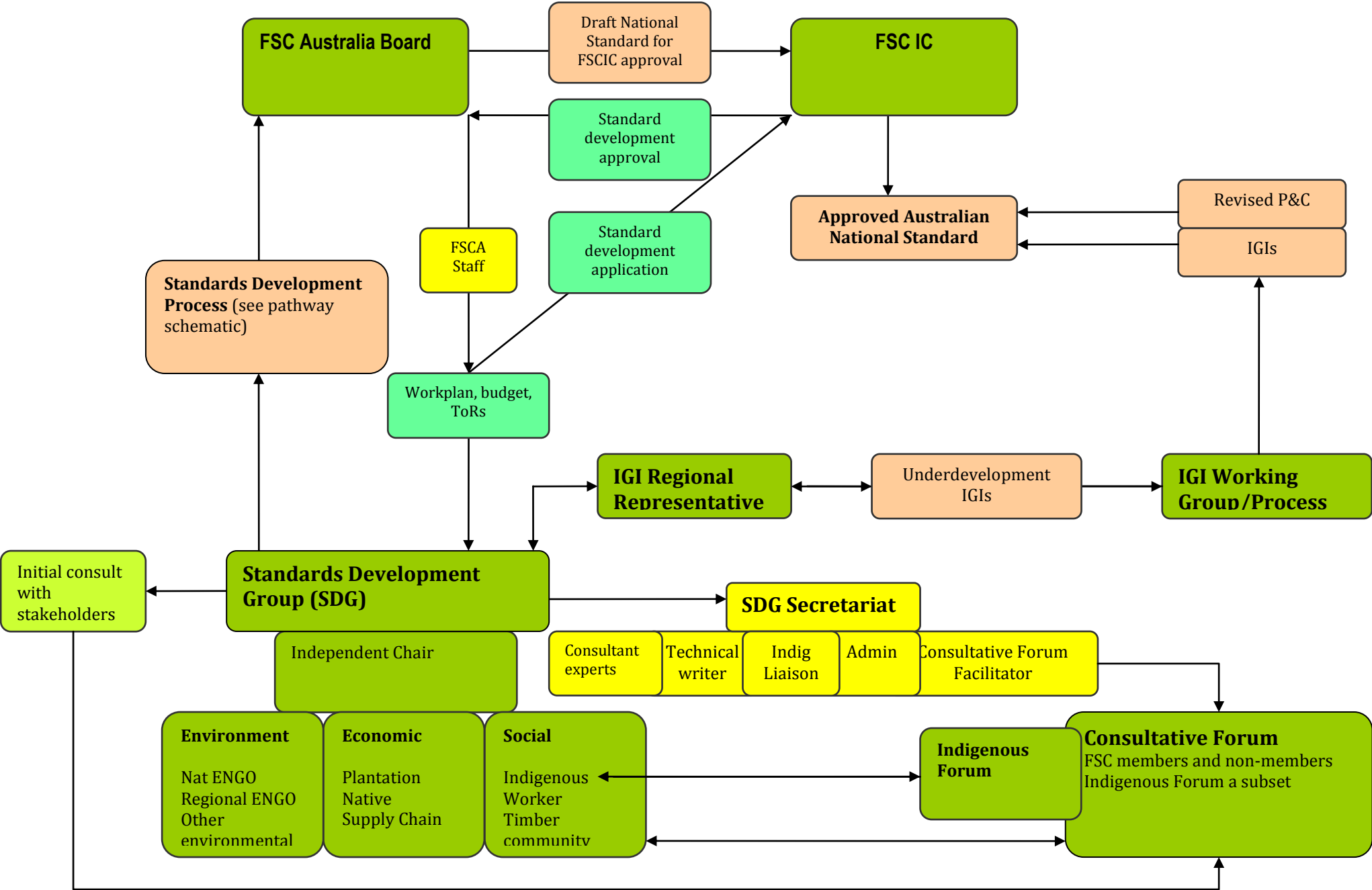
Using the timetable provided in Number 3 above, please provide a detailed workplan of the tasks, activities and dates for the standards transfer.

You may submit a workplan using a different format as long as you include all the information in the below table. If you do so, then please attach your workplan to this template.

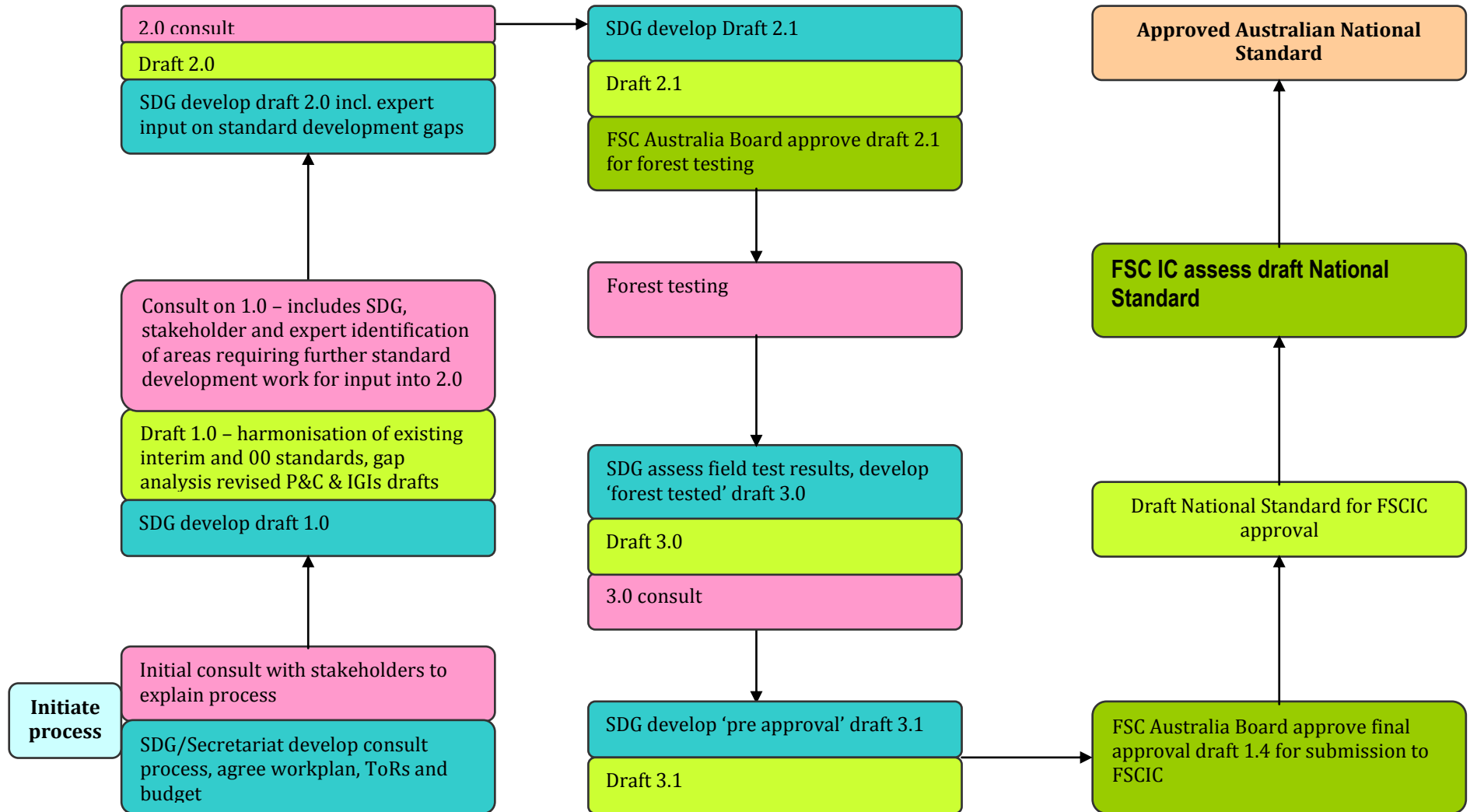
Task	Specific activities	Estimated start/end date
FSCA Board decision point 1 on standards transfer approach: agree workplan, SDG EOI process and ToR	FSCA Board confirms ToRs for SDG, EOI process for SDG, and agreed workplan for submission to FSCIC standards transfer process. The Workplan involves initial identification of a consultative forum, experts, chair, and SDG members. This will be built on and developed rapidly through the process outlined below.	Last week October/beginning November
Initial communication with FSCA membership	Outline IGI and standards transfer process, and SDG process	November
Recruit SDG: seek initial EOIs in consultative forum.	FSCA Board identifies required skillsets and representation in line with workplan. EOI process for SDG is commenced.	By 27th November 2012
Finalise SDG according to SDG EOI process		January/February 2012
Recruit SDG Secretariat	Recruitment and interview process for identified roles: <ul style="list-style-type: none"> • Administration • Technical writer • Consultative Forum facilitator • Indigenous Liaison • Technical consultants (will be ongoing as required by SDG/process requirements) 	February - March 2013
Establish Consultative Forum/initial consult	Stakeholder identification analysis, regional and capital city workshops (10-15), member engagement, provision of resourcing support, includes indigenous engagement	March-April 2013

Task	Specific activities	Estimated start/end date
Draft 1.0	Harmonise 00 ("straw dog"), CB interim standards, revised P & C and available IGIs drafts, includes expert support.	March-April
Consult 1.0.	Regional and capital city workshops through Consultative Forum (10-15), gap analysis on SDG, stakeholder and expert identification of areas requiring further standard development work for input into 2.0.	May-July 2013
Draft 2.0	Incorporate key areas identified in consult 1.0, includes comprehensive engagement of expert support to address identified areas.	August 2013
Consult 2.0	Regional and capital city workshops through Consultative Forum (10-15)	Mid Sep – Mid November 2013
Draft 2.1	Incorporate consult 2.0 into draft for approval by FSC Australia for forest testing	End January 2014
Approval of draft 2.1 for forest testing draft by FSC Australia	FSC Australia approves draft 2.1 and SDG progresses forest testing	February 2014
Forest testing	Forest testing undertaken of draft 2.1. Forest testing needs identified during SDG process.	April – June 2014
Draft 3.0	SDG, incorporates results of Forest Testing	August 2014
Consult 3.0	Consultation on forest tested draft.	September – October 2014
Draft 3.1	SDG final pre-approval draft	November 2014
Draft National Standard approved by FSC Australia Board and forwarded to FSCIC	FSC Australia approves national standard, FSCA staff forward to FSCIC for consideration and integration into final standards transfer process.	December 2014

FSC Australia National Standard Transfer Pathway



Schematic 2: Standard Development



6. Funding and resources available, and/or potential sources of funding:

Resources needed	Source	Amount	Confirmed?
Funding	Ian Potter Foundation	\$600,000	Contingent on Australian Government Funding
Funding	Australian Government	\$1 200 000	In the process of finalisation. House of Representatives report recommended funding see recommendation 18, paragraph 8.32
Funding	FSC International	\$70,000 USD	Yes, as part of the Asia Pacific Strategic Proposal and advice from Alistair Monument – FSC Asia Pacific Director
Funding	Various fundraising activities	\$90,000	Obtained and held
Funding	Industry	\$500,000	In progress

7. Coordinator and Chair

Please specify who will Coordinate and who will Chair the transfer process. These roles may be fulfilled by one or more people, and should be determined based on the needs of the Standards Development Group.

Please put on the top of this list the individual who is responsible for project oversight (the “Coordinator”). It is expected that this will also be the main contact for the FSC Policy and Standards Unit.

Name	Role	Contact
Natalie Reynolds	CEO	FSC Australia
TBA (currently under recruitment)	Policy & Standards Manager	FSC Australia
TBA	Independent Chair	FSC Australia

8. Standards Development Group

Given the nature of Forest Stewardship Standards in the FSC system, the Standards Development Group shall have three separate chambers representing social, environmental and economic interests, with a minimum of two representatives in each chamber, and equal number of people (or equal weighting) in each chamber.

Decisions are made by consensus, defined as general agreement in favor of a proposal, plus the absence of a sustained objection to the proposal.

8.1 Please provide the below information on the Standards Development Group. The resume should give brief details of their background and knowledge of the FSC system.

Standards Development Group will be appointed in accordance with the framework proposed above. In essence however, we will be looking to appoint the following types of representatives on the SDG.

Environmental	Economic	Social
1) A person who has relevant skill set, knowledge and input of a Large National Environmental Organisation or equivalent experience of national level forest conservation issues from an ENGO perspective.	1) A person who has relevant skill set, knowledge and input from Native Forestry Sector	1) A person who has relevant skill set, knowledge and input from a regional forest community
2) A person who has relevant skill set and knowledge relating to forest conservation and community organizing at a local/regional/grassroots level.	2) A person who has relevant skill set, knowledge and input from Plantation Forestry Sector	2) A person who has relevant skill set, knowledge and input from Indigenous Australia
3) A person who has relevant skill set and knowledge of ecology/environmental science/conservation planning	3) A person who has relevant skill set, knowledge and input from supply chain or other relevant economic knowledge or experience.	3) A person who has relevant skill set, knowledge and input from a workers rights organisation

Whilst FSC Australia has not at this point formally appointed the SDG, there are clear plans in place as demonstrated above in order to seek appropriate expressions of interest and make clear and independent appointments to the above-mentioned roles.

It is important that in the time frames provided by the scope of being required to submit this document by 31 October, that we are not rushed into making key appointments, and have the time to do so in accordance with due process.

8.2 Please provide the working Language(s) of the Standards Development Group:

English

9. Technical Experts

The Coordinator may appoint technical experts to participate in Standards Development Group discussions. These technical experts shall have voice in discussions but no formal role in its decision-making processes. Experts may also be needed to explore specific issues as they arise in deliberations by the Standards Development Group.

Please list below all the experts that will be included in the process. *Note: It is not expected that technical experts will be needed for a basic transfer of standards to the revised P&C.*

Name	Expertise	List of documents (ToR, work plan, documents produced)
	Environment	
	Environmental Scientist	Broader environmental issues concerning forest values
	Forest Ecologist	Evaluation of ecosystems
	HCV specialist	Identification of habitat and endangered species (including flora)
	Biodiversity & Wildlife Specialist	Status of species, range & habits
	Hydrologist	Movement of water, water quality and catchments
	Soil scientist	Impacts of forestry activities on soil quality
	Chemicals & Pesticides Professional	Application of chemicals and their impacts upon the environment
	Monitoring & Evaluation Specialist	Data collection and analysis
	Economic	
	Forestry Professionals	Forestry practices in different types of forest/locations throughout Australia
	Silviculturalists	Selection and harvesting methods
	Forestry Planning Professional	Practical implementation of management and certification systems in forest harvest planning

Name	Expertise	List of documents (ToR, work plan, documents produced)
	Social	
	Indigenous Liaison Specialist	Indigenous cultural values of the forest and sites of significance
	Social Impact Assessment Professional	Impact of forest management decisions on the broader community
	Industrial Relations Expert	Relations between workers and their employers
	Independent	
	Technical standards writer & advisor	Composition of standards, interpretations and drafts
	Lawyer	OHS, Compliance with Legislation
	FSC FM Auditor	Testing and application in practice
	Stakeholder engagement expert	Methods to incorporate meaningful stakeholder participation in FSC processes
	Academic	Understanding of forests from a triple bottom line perspective

Whilst FSC Australia has not at this point formally appointed the technical expert group, there are clear plans in place as demonstrated above in order to seek appropriate expressions of interest and make clear and independent appointments to the above-mentioned roles.

It is important that in the time frames provided by the scope of being required to submit this document by 31 October, that we are not rushed into making key appointments, and have the time to do so in accordance with due process.

10. Consultative Forum

The Consultative Forum includes individuals and/or organizations reflecting the full range of stakeholders affected by the standard(s). This will differ depending on the national context and the type of transfer that will be undertaken. The following interests should be considered:

Environmental	Economic	Social
Biological diversity	Owners/managers of large and medium sized forests	Forest workers

Water	Owners/managers of small and low intensity forests	Indigenous Peoples
Soils	Forest contractors	Local communities
Ecosystems and Landscapes	Timber producer associations	Forest recreation groups
HCVs	Owners/managers of different forest types	Consumers

There should be evidence that these groups support the outcome of the process, such as signed letters from a senior representative of the organization.

It is essential that Non Government Organizations (NGOs) are engaged in the process where they exist, but this does not preclude relevant Government Organizations from contributing.

Please list the Consultative Forum on the below table. Some organizations may cover more than one interest, in which case note this on the table.

Interest represented	Name / Organization	Contact details	Evidence of support for the process?
Local communities	Timber Communities Australia	Jim Adams	FSCA Board Member
Owners/managers of large and medium sized forests	Australian Bluegum Plantations	Tony Price	FSCA Board Member
Owners/managers of small and low intensity forests	Australian Sustainable Timbers	James Felton-Taylor	FSCA Board Member
Biological diversity, HCVs	The Wilderness Society	Warrick Jordan	FSCA Board Member
Water, Biological diversity, HCVs	Friends of the Earth	Jonathan La Nauze	FSCA Board Member
Biological diversity, HCVs	North East Forest Alliance	Susie Russell	FSCA Board Member
Soils	CSIRO		TBA
Ecosystems and Landscapes	The Wentworth Group		TBA
Ecosystems and Landscapes	Indigenous Flora & Fauna Association		TBA

Interest represented	Name / Organization	Contact details	Evidence of support for the process?
Ecosystems and Landscapes	Greening Australia		TBA
Forest contractors	Australian Forest Contractors Association		TBA
Owners/managers of different forest types	NSW Forests/ VicForests		TBA
Forest workers	AMWU/CFMEU		TBA
Indigenous Peoples	Land Council		TBA
Forest recreation groups	Forest Recreation Council		TBA
Consumers	Australian Consumers Association		TBA

Whilst FSC Australia has not at this point formally appointed the consultative forum, there are clear plans in place as demonstrated above in order to seek appropriate expressions of interest and make clear and independent appointments to the above-mentioned roles.

It is important that in the time frames provided by the scope of being required to submit this document by 31 October, that we are not rushed into making key appointments, and have the time to do so in accordance with due process.

FSC Australia has a database of over 10,000 stakeholders and interested parties. As described in the plan above, these would be invited broadly to join the consultative forums scheduled to be held around the country and the SDG and FSCA Board would ensure that all the interests required to be covered were in fact represented in the consultative forums.

Organisations listed above that do not have further references alongside are the types of organisations that have indicated a willingness to be consulted at this time.

11. Communications Plan

Please describe how you plan to ensure that stakeholder have access to information related to the transfer process, and how you plan to engage them in consultation. Note that the communications plan needs to be culturally appropriate, taking into account access to email, literacy, etc.

The stakeholder communications plan is based on the following principles:

- Dedicated capacity
- Comprehensive and ongoing stakeholder identification
- Resourcing support for stakeholders
- Provision of information that is adequate, timely, and in appropriate formats
- Stakeholder participation, including incorporation of input into participation processes and standards development.
- Facilitation of chamber-specific consultation between the SDG and the Consultative Forum

The primary mechanisms for consultation will be:

- Consultative Forum (CF)
- Indigenous Forum (IF)
- FSC Australia member and stakeholder channels
- Secretariat Support
- Resourcing Support

1. Consultative Forum

The Consultative Forum will be established as the first task of the SDG and secretariat. ToRs will be drafted by the SDG and Secretariat with independent expert advice; a comprehensive list of stakeholders identified; information on the standard development process distributed to stakeholders; and a series of workshops held to inform and seek feedback from stakeholders on the process, attract further stakeholders, and begin stakeholder participation in standard development.

The CF will have at least two dedicated staff – a Facilitator, and an Indigenous Liaison. The Chair of the SDG will also have direct involvement with the CF. While the structure of the CF will be determined by the ToR, particular consideration must be given to effective and culturally-appropriate arrangements for indigenous stakeholders (see *Indigenous Forum*).

Primary mechanisms for communication will be comprehensive stakeholder identification, multiple workshop rounds with a focus on regional areas, structured email communication, accessibility of relevant Secretariat staff, resourcing support for workshop events, chamber-specific workshops, and facilitation of communication between SDG representatives and CF members.

Efforts to add new stakeholders and increase participation in the CF will be ongoing over the course of the standard development process.

Advertising, including in regional areas, and social media will be used to engage stakeholders.

2. Indigenous Forum (IF)

In recognition of the unique histories, rights and aspirations of Indigenous Australians, an Indigenous Forum will be established as a sub-set of the Consultative Forum. This supports both an independent space for Indigenous peoples, and direct engagement in the CF to ensure Indigenous views are represented.

The Indigenous Liaison shall be responsible for organizing the IF and indigenous engagement in the CF. The structure and process of the IF will be determined by the Indigenous Liaison in concert with the IF.

It is anticipated further resources may be available from indigenous-focused government and corporate programs.

The IF forum will be consistent with previous and in progress work to engage the Indigenous community.

3. FSC Australia member and stakeholder channels

Existing FSC Australia member and stakeholder channels (email, web, social media, events) and lists will be used to:

- Inform initial efforts to identify stakeholders
- Regularly provide information on the process
- Continually seek to facilitate increased stakeholder participation
- Facilitate new members

4. Secretariat Support

The Secretariat, and in particular the Facilitator and Indigenous Liaison, have a primary role in communicating to stakeholders. This communication will be two-way, provide adequate information, and incorporate input into stakeholder participation processes as well as the standard itself.

The Secretariat will also have a role in supporting communication between SDG reps and chamber members on the CF.

5. Resourcing Support

Resourcing support has been identified as a fundamental need for stakeholders to engage effectively in standards development. While needs will be identified by Secretariat staff, the SDG and the CF, support may include:

- Travel support to attend workshops
- Access to identified Secretariat staff
- Resources to facilitate engagement between SDG members and CF members
- Technical support for stakeholders

12. Other elements of the transfer process under the responsibility of the Coordinator

12.1 Complaints and disputes

Complaints/disputes related to the content of the approved standard shall be responded to by the Coordinator, by providing an explanation of why a particular point of view was not incorporated into the final standard submitted for approval, and/or explaining how the point may be raised again in relation to future revisions of the standard.

Complaints/disputes related to procedural issues shall be responded to initially by the Coordinator. If the complainant is not satisfied with the explanation provided by the

Coordinator, the complaint /dispute shall be addressed through the FSC Dispute Resolution process.

12.2 Record keeping

The Coordinator is responsible for maintaining the following records:

- a) Approved proposal to transfer the standard;
- b) Names and affiliations of members of Standards Development Group and Consultative Forum, and of other stakeholders that were consulted on the standards during their transfer;
- c) Minutes of meetings held by the Standards Development Group;
- d) Copies of public draft standards circulated for comment;
- e) Copies of all comments received on public draft standards;
- f) Summary of comments received in response to each public draft, together with a general response to those comments;
- g) Copies of technical drafts;
- h) The Standards Development Group report and all comments received on the Standards Development Group report;
- i) A description of all departures from the specified procedures for standards development, and the actions taken in respect of those departures; and
- j) The decisions of the FSC Board of Directors, FSC Executive Director and Policy and Standards Unit in relation to the requirements of this standard

