

AUSTRALIAN FORESTRY STANDARD LIMITED

# AFSL POLICY 06

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## Relationship with the Accreditation Board for Standards Development Organisations

V1.1-07/2010



[Australian Forestry Standard Limited is a not-for-profit public company registered in July 2003. The company owns the standard development functions and manages the elements of the **Australian Forest Certification Scheme**



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# RELATIONSHIP WITH THE ACCREDITATION BOARD FOR STANDARDS DEVELOPMENT ORGANISATIONS

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## Relationship with the Accreditation Board for Standards Development Organisations

### 1 INTRODUCTION

The Accreditation Board for Standards Development Organisations (ABSDO) is an independent body established by the Council of Standards Australia “to encourage and accredit Standard Development Organisations (SDOs) to produce internationally aligned Australian Standards®”. (See [www.absdo.org.au](http://www.absdo.org.au) )

Australian Forestry Standard Limited (AFSL), a not-for-profit, public company, is an accredited SDO under ABSDO with a three year accreditation commencing in 2007 which is subject to annual surveillance and a re-accreditation prior to the expiry of each three year accreditation cycle.

The scope of AFSL’s accreditation from ABSDO is provided in Annex A.

### 2 POLICY

AFSL is firmly committed to be regarded as a suitable organisation for SDO accreditation and to maintaining its SDO accreditation status under ABSDO to enable Australian Standards® development and maintenance.

Based on this commitment and the importance of Australian Standards® as the basis of the AFCS, which will only be available to AFSL as an accredited SDO, AFSL shall:

1. comply with published ABSDO policies, rules, regulations, guidelines and administrative procedures in relation to the preparation, maintenance, development, publication and approval of Australian Standards® within the context of AFSL’s business;
2. submit to annual surveillance audits which are undertaken by ABSDO appointed auditors at the premises of AFSL to demonstrate compliance with the *Requirements for Accreditation of SDOs*;
3. submit to re-accreditation audits which are undertaken by ADSDO appointed auditors at the premises of AFSL prior to the expiry of a current accreditation certificate to demonstrate compliance with the *Requirements for Accreditation of SDOs*;

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4. provide hard copy and electronic documentation to ADSDO appointed auditors to assist with the surveillance and re-accreditation audits;
  5. make available appropriate AFSL staff to ADSDO appointed auditors for the duration of the surveillance and re-accreditation audits;
  6. comply with requests from ABSDO to undertake corrective actions for any observations or minor non-conformities within a defined timeframe which may result from the surveillance or re-accreditation audits;
  7. advise ABSDO of any significant changes to AFSL's Standards development processes and seek ABSDO's approval for changes which affect AFSL's scope of accreditation;
  8. comply with ABSDO's determination in regards to new work items or development plans where a conflict in the standard's work area may be perceived as it relates to the scope of AFSL's accreditation;
  9. pay the relevant SDO accreditation fees and audits fees to ABSDO on ABSDO's presentation of a tax invoice;
  10. engage proactively with ABSDO staff on issues which affect the relationship between ABSDO and AFSL;
  11. respond to all communications with ABSDO in a prompt and timely manner;
  12. provide feedback to ABSDO on ABSDO documentation when invited to comment on drafts of ABSDO documentation;
  13. participate in any forums for SDOs that ABSDO convenes to further ABSDO's business and the status of accredited SDO;
  14. provide ABSDO with any relevant information, documentation or records in regards to its SDO accreditation where AFSL's accreditation status ceases under ABSDO based on a specific request from ABSDO.

## ANNEX A

***Australian Forestry Standard Limited (AFSL) is hereby accredited to develop Australian Standards for forest management for wood production and Australian Standards that support the Australian Forest Certification Scheme.***

