

AUSTRALIAN FORESTRY STANDARD LIMITED

AFSL POLICY 08

Relationship with the National Standards Office

V1.1-07/2010



RELATIONSHIP WITH THE NATIONAL STANDARDS OFFICE

1 INTRODUCTION

The National Standards Office (NSO) is a dedicated office within Standards Australia that carries out Standards Australia's responsibilities as Australia's peak standards body. A key part of this role is coordinating the development of Australian Standards. The NSO provides one central information resource about Australian Standards and ensures that there is no duplication between the Standards developed by the various accredited Australian Standards Developments Organisations (SDOs).

The NSO also maintains a watching brief on Australian Standards to ensure they meet the Accreditation Board for Standards Development Organisation's (ABSDO's) requirements for Australian Standards. This helps to protect the quality and integrity of Australian Standards. The NSO assists all accredited SDOs to develop Australian Standards, and to participate in International Standards development.

<http://www.standards.org.au/cat.asp?catid=152>

Australian Forestry Standard Limited (AFSL), a not-for-profit, public company, is an accredited SDO under ABSDO and has developed two Australian Standards® as part of the Australian Forest Certification Scheme (AFCS). During the development of the two Australian Standards®, AFSL dealt with Standards Australia to progress the endorsement and recognition of Australian Standards® status and with the NSO assuming this role from 2007, AFSL has been working co-operatively with the NSO in regards to the NSO's relationship with SDOs.

2 POLICY

AFSL is firmly committed to maintaining and enhancing its co-operative working relationship with the NSO to enable Australian Standards® development and maintenance

Based on the commitment to its co-operative working relationship with the NSO and the importance of Australian Standards® as the basis of the AFCS, which will only be available to AFSL as an accredited SDO and reliant on demonstrated co-operation with the NSO, AFSL shall:

1. comply with published NSO policies, rules, regulations, guides and administrative procedures in relation to the preparation, maintenance, development, publication and approval of Australian Standards® within the context of AFSL's business.
2. comply with the badging and format requirements for Australian Standards® and documentation to be submitted to the NSO, as required by the NSO;
3. provide documentation to register with the NSO any new standards development projects (New Work Items) using the prescribed NSO forms following standards development project approval within AFSL and prior to the commencement of substantive technical work; Reference (NSO NP Checklist, 2010)

4. provide documentation to the NSO of Development Plans for each standard development project and further, provide updates of Development Plans if the Development Plans changed by AFSL during the timeline of the standards development project;
5. comply with NSO'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 under ABSDO;
6. advise the NSO of any significant changes to AFSL's Standards development processes;
7. provide the NSO with public comment draft Standard/Amendment for public consultation associated with public comment drafts within normal guidelines required by Standards Australia;
8. provide the relevant Standard Reference Committee approved (final) Standard/Amendment to the NSO for the final badging and formatting of the Standard to be an Australian Standard® or an Amendment to incorporated into an Australian Standard®;
9. review and revise its Australian Standards® within five (5) years of publication (See Procedure RAS), unless a relevant interval is otherwise determined by the NSO;
10. engage proactively with NSO staff on issues or activities of mutual interest which affect the relationship between the NSO and AFSL;
11. respond to all communications from the NSO in a prompt and timely manner;
12. provide feedback to the NSO on NSO documentation when invited to comment on drafts of NSO documentation;
13. participate in any forums for SDOs that the NSO convenes to further the quality and integrity of standardisation process for Australian Standards®;
14. provide the NSO with any relevant information, documentation or records in regards to its standards development activities where AFSL's accreditation status ceases under ABSDO based on a specific request from the NSO;
15. adhere to Procedure ANSO for any appeals to the NSO for decisions made by the NSO which are contrary to the position of AFSL; and
16. utilise the complaints and grievance procedures of Standards Australia, as a final resort, in any dispute with the NSO which cannot be resolved in the working relationship between the NSO and AFSL.