

AUSTRALIAN FORESTRY STANDARD LIMITED

STANDARDS DEVELOPMENT FORM 01

STANDARDS REFERENCE COMMITTEE

NOMINATION FORM

Version 1.0

October 2010



[Australian Forestry Standard Limited (AFSL) has developed two Australian Standards® within the Australian Forest Certification Scheme which address wood production from sustainable forest management and the tracking of certified products in the wood and forest products supply chain by a chain of custody mechanism. These Australian Standards® were developed by and are maintained by AFSL Technical Committees which comprise of representatives of nominating organisations/associations and individuals with a nominated Chair and secretariat support from AFSL.]

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1 Background

Australian Forestry Standard Limited (AFSL) is commencing the process of review of two Australian Standards below as per the Standards Australia requirements.

- AS 4707 – Australian Standard for Chain of Custody of Wood and Wood Products requires a full review to be completed by 2012;
- AS 4708 – Australian Standard for Sustainable Forest Management requires a full review to be completed by 2013.

AFSL is forming two Standard Reference Committees (SRC) to undertake this review and is seeking nominations from organizations and individuals with an interest in serving on the relevant SRC.

The term of appointment will be for a period of 3 years.

The two Standard Reference Committees will be constituted on a representative basis rather than by asking individuals or companies to participate. Members of a SRC are selected on the basis of representing the views of the larger interest groups and affected parties with a common interest.

It is essential that SRC members are able to speak authoritatively for the nominating organisations they represent. Representatives will therefore need to ensure that they express the viewpoint of the organisation as a whole and not their individual viewpoint.

2 Nomination and Selection Process

1. Individuals or organizations who are interested in nominating for the Standard Reference Committees should initially read the supporting documents closely to fully understand the role of the SRC and the commitment required to assist on the committee.
2. After completing the personal details and other details on Page 3, sign the declaration on Page 4 that you will agree to adhere to the Code of Conduct as outlined in the Members Code of Conduct.
3. Return Pages 3 and 4 and **supporting documents** by post to
Standards Revision
Australian Forestry Standard Limited
PO Box 7031
YARRALUMLA ACT 2600
or by fax to (02) 6281-3455
4. The committee must have a good balance of stakeholders represented and must be fully transparent in its deliberations.
5. To achieve this, your nomination form will be considered along with other nominations by the SRC Chair and AFSL Board.
6. If accepted you will receive a letter of offer from AFSL which will contain further information about meeting dates, etc.
7. For further information, please contact Kayt Watts at AFSL on (02) 6122-9000.

3 Reimbursement of Travel Costs

It is expected that the costs of travel, accommodation and time expended in attending meetings of the SRC will be met by committee members, their employers, or the nominating organisations.

This is consistent with worldwide standardisation practice.

In certain cases, reimbursement of travel and accommodation expenses may be available.

Applications for reimbursement will be considered on a case by case basis.

AFSL is to be advised if you will be seeking reimbursement of travel costs as budget review will need to be undertaken.

4 Reference Documents

1. Australian Forestry Standards Limited Standards Development Procedure 03 - Standard Reference Committee – Members Code of Conduct
2. Australian Forestry Standards Limited Standards Development Procedure 02 - Standard Reference Committees – Procedure for Representation
3. Australian Forestry Standards Limited Standards Development Procedure 05 - Standards Reference Committees - Reimbursement of Travel Expenses
4. Australian Forestry Standards Limited Corporate Management Procedure 08 - Standards Reference Committee – Procedures for Complaints and Grievances
5. Australian Forestry Standards Limited Standards Development Procedure 08 - Standards Reference Committees - Procedure for Achieving and Demonstrating Consensus

Note: Additional documents and information can be accessed on the AFSL website:

www.forestrystandard.org.au

1 Personal Details

Name			
Position Title			
Organisation			
Mailing Address			
City		State/Postcode	
Phone No	()	Fax No	()
Mobile No			
E-mail address			

Is your nomination endorsed by your chosen industry sector organisation/association <i>(Check one box)</i>	<input type="checkbox"/> NO	<input type="checkbox"/> YES, if yes complete the following
Name of Representatives National or State Industry Sector Organisation/Association		
Contact Name/Position		
Contact e-mail address		

2 Standard Reference Committee of Interest

Please indicate the SRC that you are seeking nomination for *(it can be both)*

	<input checked="" type="checkbox"/>
Standards Reference Committee for Sustainability Forest Management, AS 4708, (SRC-4708)	<input type="checkbox"/>
AS-4707 Standards Reference Committee Chain of Custody (SRC-CoC)	<input type="checkbox"/>

3 Industry Sector *(Check all areas that are applicable)*

	<input checked="" type="checkbox"/>
Forest Owner / Management	<input type="checkbox"/>
Forest based industry	<input type="checkbox"/>
Environment	<input type="checkbox"/>
Community & Social	<input type="checkbox"/>
Consumer / Customer	<input type="checkbox"/>

4 Supporting Documents

Your completed nomination form must include the following:

1. Brief summary of what you believe you can contribute to the revision process and the SRC, relating to your representative Industry Sector as selected in Item 7 and sub category as listed in Standards Development Procedure 2 SRC Representation.

Please state if you have had any prior Standards Development experience.

2. Curriculum Vitae or other document that details your skills and qualifications

5 Declaration by Nominee

I declare that I have read the Australian Forestry Standards Limited SRC Members Code of Conduct and acknowledge the responsibility and privilege of participating on the Standard Reference Committee.

I agree to adhere to this Code and to support the productive participation by all members in the development of Australian and International Standards (Standards) in accordance with the terms outlined in the Code.

sign

dd/mm/yyyy

Signature of Nominee

Date

Print Name

Name