



Australian Government

Department of Education, Employment and Workplace Relations

FPICOT6207A Develop forest management systems and processes

Release: 1

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Modification History

Not Applicable

Unit Descriptor

Unit descriptor

This unit describes the outcomes required to develop, plan and implement systems to manage environmentally sustainable practices in forestry environments. It supports the establishment of a sound forestry management system necessary to produce outcomes that meet international treaties, conventions and initiatives; and commonwealth, state or territory legislation and policies

General workplace legislative and regulatory requirements apply to this unit; however there are no specific licensing or certification requirements at the time of publication

Application of the Unit

Application of the unit

The unit involves designing and managing systems for forestry management within workplaces, including developing and implementing processes in operations of all sizes in a variety of work settings, such as:

- native forests
- plantations
- agroforestry
- farm forestry

The skills and knowledge required for competent workplace performance are to be used within the scope of the person's job and authority

Licensing/Regulatory Information

Refer to Unit Descriptor

Pre-Requisites

Not Applicable

Employability Skills Information

Employability skills This unit contains employability skills

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Quantify and qualify factors to be included in the organisational forest management system	1.1. Applicable occupational health and safety (OHS), environmental , legislative and organisational requirements relevant to developing forest management systems and processes are identified and followed 1.2. Strategic factors impacting on organisational compliance with legislation and policies are identified and quantified 1.3. Range and scope of activities being undertaken by the organisation within legislative and policy guidelines are quantified 1.4. Information is monitored to identify and maintain knowledge of forestry management issues 1.5. Qualifying strategic and operational factors impinging on organisational forestry management processes are measured
2. Establish forestry management plan and system	2.1. Strategic priorities are identified and planned that support overall legislative and policy guidelines 2.2. Design of the organisational forestry management system is directed and managed 2.3. Criteria for implementing and maintaining systems concerned with managing forests are developed 2.4. Methods are developed to gather and monitor forest management information 2.5. Forest management plans and system are regularly evaluated to ensure accuracy and compliance with legislation and policies
3. Facilitate the introduction of the forest management system	3.1. Processes for forestry management are developed and introduced 3.2. Processes are circulated within the organisation and sign-off by staff, employees and contractors is obtained 3.3. Compliance of staff, employees and contractors is monitored 3.4. Feedback systems are developed, circulated and maintained to ensure all stakeholders can support the forestry management process
4. Implement forest management system	4.1. Methods for determining effectiveness of the major elements of the forest management system are introduced 4.2. Resources are allocated to the implementation

ELEMENT	PERFORMANCE CRITERIA
5. Monitor and evaluate forest management system	<p>process in line with timelines and budget</p> <p>4.3. Those involved in implementing the system are informed of expected outcomes, and responsibility for designated roles is assigned</p> <p>4.4. <i>Operational controls</i> for implementing plans are established</p> <p>4.5. Staff are trained to ensure that quality assurance practices are applied to the forestry management process on a daily basis</p> <p>5.1. Routine monitoring of forestry management plans and programs is conducted</p> <p>5.2. Information on the condition of forests is evaluated and considered for ongoing improvements</p> <p>5.3. Reports are monitored for compliance with regulations and controls</p> <p>5.4. Corrective action is taken to ensure compliance</p> <p>5.5. System is regularly evaluated and modified to reflect ongoing improvement</p>

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This describes the essential skills and knowledge and their level required for this unit.

Required skills

- Technical skills sufficient to use software and communication systems to research, analyse, create and present documents and reports; develop and implement systems and processes to manage forests
- Communication skills sufficient to interact appropriately with colleagues and others in the workplace
- Literacy skills sufficient to read and evaluate complex and formal documents, such as policy and legislation
- Numeracy skills sufficient to analyse data for compliance with regulations and controls
- Problem solving skills sufficient to review and identify system requirements; identify problems; develop and implement appropriate response processes
- Planning and organisational skills sufficient to plan the forestry management system and process

REQUIRED SKILLS AND KNOWLEDGE

Required knowledge

- Applicable commonwealth, state or territory legislation, regulations, standards, codes of practice and established safe practices relevant to developing forest management systems and processes
- International treaties, conventions and initiatives relevant to developing forest management systems and processes
- Environmental protection requirements, including the safe disposal of waste material, the minimisation of carbon emissions, and the cleaning of plant, tools and equipment
- Organisational and site standards, requirements, policies and procedures for managing forests
- Environmental risks and hazards
- Procedures for minimising environmental impact
- Using energy effectively and efficiently
- Using material effectively and efficiently
- Forestry management issues that impact on the organisation and its practices
- Financial and business administration principles relevant to organisational needs
- Factors to be considered in assessing forestry management issues inherent in different types of forests
- Key factors that influence decisions on forestry management issues and decision making
- Established communication channels and protocols
- Problem identification and resolution strategies; common fault finding techniques
- Types of tools and equipment, and procedures for their safe use and maintenance
- Appropriate mathematical procedures for estimating and measuring, including calculating time to complete implementation programs
- Procedures for recording and reporting workplace information

Evidence Guide

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment

A person who demonstrates competency in this unit must be able to provide evidence that they can develop forest management systems and processes

Critical aspects for assessment and evidence required to demonstrate competency in this unit

The evidence required to demonstrate competency in this unit must be relevant to, and satisfy, all of the requirements of the elements of this unit and include demonstration of:

- following applicable commonwealth, state or territory legislative and regulatory requirements and codes of practice relevant to developing forestry management systems and processes
- following organisational policies and procedures relevant to developing forestry management systems and processes
- quantifying and qualifying the factors to be included in the forest management system
- facilitating the implementation of a forest management system for an organisation
- establishing and implementing a forest management system for an organisation
- monitoring and evaluating a forest management system

Context of and specific resources for assessment

- Competency is to be assessed in the workplace or realistically simulated workplace
- Assessment is to occur under standard and authorised work practices, safety requirements and environmental constraints
- Assessment of required knowledge, other than confirmatory questions, will usually be conducted in an off-site context
- Assessment is to follow relevant regulatory or Australian Standards requirements
- The following resources should be made available:
 - workplace location or simulated workplace
 - materials and equipment relevant to undertaking work applicable to this unit
 - specifications and work instructions

EVIDENCE GUIDE

Method of assessment

- Assessment must satisfy the endorsed Assessment Guidelines of the FPI11 Training Package
- Assessment methods must confirm consistency and accuracy of performance (over time and in a range of workplace relevant contexts) together with application of required knowledge
- Assessment may be by direct observation of tasks, with questioning on required knowledge and it must also reinforce the integration of key competencies
- Assessment methods must confirm the ability to access and correctly interpret and apply the required knowledge
- Assessment may be applied under project-related conditions (real or simulated) and require evidence of process
- Assessment must confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances
- Assessment may be in conjunction with assessment of other units of competency
- The assessment environment should not disadvantage the candidate
- Assessment practices should take into account any relevant language or cultural issues related to Aboriginality, gender or language backgrounds other than English
- Where the participant has a disability, reasonable adjustment may be applied during assessment
- Language and literacy demands of the assessment task should not be higher than those of the work role

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

RANGE STATEMENT

OHS requirements:

are to be in line with applicable commonwealth, state or territory legislation and regulations, and organisational safety policies and procedures, and may include:

- personal protective equipment and clothing
- safety equipment
- first aid equipment
- fire fighting equipment
- hazard and risk control
- fatigue management
- elimination of hazardous materials and substances
- safe forest practices, including required actions relating to forest fire
- manual handling including shifting, lifting and carrying
- legislation
- organisational policies and procedures
- workplace practices

Environmental requirements may include:

Legislative requirements:

are to be in line with applicable commonwealth, state or territory legislation, regulations, certification requirements and codes of practice and may include:

- award and enterprise agreements
- industrial relations
- Australian Standards
- confidentiality and privacy
- OHS
- the environment
- equal opportunity
- anti-discrimination
- relevant industry codes of practice
- duty of care

Organisational requirements may include:

- legal
- organisational and site guidelines
- policies and procedures relating to own role and responsibility
- procedural manuals
- continuous improvement processes and standards

RANGE STATEMENT

- OHS, emergency and evacuation procedures
 - ethical standards
 - recording and reporting requirements
 - equipment use, maintenance and storage requirements
 - environmental management requirements (waste minimisation and disposal, recycling and re-use guidelines)
- Strategic factors** may include:
- international treaties, conventions and initiatives
 - commonwealth government legislation
 - national policies
 - state or territory legislation and policies
 - local authority by-laws, Acts or regulations affecting environmental issues
 - location and nature of sites
 - scope of operations and activities of the organisation
 - management commitment to forest management systems
 - organisational policy and operational guidelines
 - public liabilities and exposure to risk
 - risk-management strategies and policies
 - structure of the management team and apportionment of responsibilities
- Legislation and policies** must include:
- international treaties, conventions and initiatives
 - commonwealth government legislation
 - national policies
 - state or territory legislation and policies
- Information** may include:
- international publications
 - government publications
 - local government publications
- Forest management plans** may include:
- strategic planning
 - forest management planning, including:
 - public land
 - park planning
 - private land
 - fire management planning
 - flora and fauna planning

RANGE STATEMENT

- cultural values
 - exploration and mining
 - quality plans
 - environmental and safety
- Processes** may include:
- communication
 - monitoring
 - reporting
 - feedback
 - evaluation
 - ongoing review
- Feedback systems** may include:
- emergency or process-breakdown communication channels
 - formal meetings between staff, employees and contractors on a regular basis
 - programmed appraisals of compliance with forestry management and environmental policy involving staff, employees and contractors
 - programmed reporting and environmental conformance statements and timetables
- Resources** must include:
- people
 - materials
 - equipment
- Operational controls** may include:
- timber harvesting
 - fire management operations
 - other activities in state or territory forests
 - operations in national parks
 - other operations on public land
 - activities on private land

Unit Sector(s)

Not Applicable

Competency field

Competency field

Common Technical