

**Annual Return
Forestry Corporation of New South Wales
pursuant to condition 33 of the Coastal Integrated Forestry
Operations Approval**

Approval Name	Coastal IFOA
Approval Holder	Forestry Corporation of NSW
Reporting Period	16/11/2019 to 16/11/2020

This annual return must be received by the EPA within 60 days after the end of the reporting period.

It is a requirement of condition 33.4 of the approval, that FCNSW retains a copy of each annual return submitted to the EPA, for at least four years after the annual return was required to be submitted to the EPA.

Completed Annual Returns are published on the EPA public register.

Please send your completed Annual Return by **Registered Post** to:

**Executive Director
Regulatory Policy, Initiatives & Advice
Environment Protection Authority
Locked Bag 5022
Parramatta NSW 2124**

This Annual Return requires completion of sections A to F. Use the checklist below to ensure that you have completed your Annual Return correctly.

CHECKLIST		
<input checked="" type="checkbox"/>	Section A	Statement of compliance with the conditions of the approval
<input checked="" type="checkbox"/>	Section B	Monitoring summary
<input checked="" type="checkbox"/>	Section C	Complaints summary
<input checked="" type="checkbox"/>	Section D	Statement of compliance – requirement to prepare Incident Response Management Plan (IRMP)
<input checked="" type="checkbox"/>	Section E	Statement of compliance – orders made under the <i>Biodiversity Conservation Act 2016</i> (BC Act)
<input checked="" type="checkbox"/>	Section F	Other information required by Protocol 2

A. Statement of Compliance with the conditions of the approval

1. Is the Compliance Register, containing the information detailed in Protocol 1.3, available on a publicly accessible web site, as required by the approval (Protocol 35.4)?

Yes

2. If you answered **yes** to question 1, please indicate clearly the web address where the Compliance Register can be accessed:

<https://www.forestrycorporation.com.au/about/right-to-information>

3. Please attach a dated copy of the Compliance Register, in Microsoft excel format, for the reporting period as it appeared on the date of the conclusion of the reporting period to which it applies.

Please find attached FCNSW Compliance Register 16-11-2019 to 16-11-2020 in excel format.

4. If you answered **no** to question 1, please explain in the text box below why it has not been made publicly available, as required by the approval.

N/A

5. Please describe the framework or procedure for determining what constitutes a non-compliance, including the criteria for inclusion of incidents in the register.
 - Instances of potential non-compliance with the CIFOA are assessed against the Standard Operating Procedure.
 - These identified instances of potential non-compliance are then entered into the system, whereby they are assessed and reviewed by functional managers.
 - Where non-compliances against the CIFOA are confirmed they are formally recorded on FCNSW's Compliance Register.
 - As per Protocol 1.3, all instances of non-compliance with the CIFOA are entered into the Compliance Register within 14 days of FCNSW becoming aware.

B. Monitoring Summary

Monitoring summary reporting is required for programs and activities under the NRC Coastal IFOA Monitoring Program, commencing in 2020.

1. Please provide a description of progress undertaken to date address how the monitoring program design meets the requirements outlined in 38.3 of the Protocols.

FCNSW are engaged with the EPA in the NRC monitoring program design process.

C. Complaints Summary

1. Is the Complaints Register available on a publicly accessible web site?

Yes

2. If you answered **yes** to question 1, please indicate clearly the web address where the complaints register can be accessed:

<https://www.forestrycorporation.com.au/about/right-to-information>

3. Please attach a dated copy of the Complaints Register, in Microsoft excel format, as it appeared on the date of the conclusion of the reporting period to which it applies.

Please find attached FCNSW Complaints Register 16-11-2019 to 16-11-2020 in excel format.

4. If you answered no to question 1, please explain in the text box below why it has not been made publicly available, as required by the approval.

N/A

5. Please describe the complaint handling process, including details of the source/s of complaints (i.e. the method/s of receiving complaints), and confirm whether the complaints register submitted is presumed exhaustive; that is, that it includes a record for every complaint received regardless of method.

- As per Protocol 1.4, all complaints that allege a non-compliance with a condition of the CIFOA are entered into the Complaints Register.
- Complaints may be received either verbally (in person/via phone) or written (email/regular mail).
- Complaints that allege a non-compliance with a condition of the CIFOA are entered into the Complaints Register within five (5) days of receipt.
- All levels of staff have access to the Complaints Register for data entry.

D. Statement of Compliance – Requirement to prepare Incident Response Management Plan (IRMP)

1. Have you prepared an IRMP for the Coastal IFOA region?

N/A

If you answered **yes** to question 1, is the IRMP available on a publicly accessible web site?

N/A

2. Please indicate clearly the web address where the IRMP can be accessed:

N/A

3. Please attach a dated copy of the IRMP, as it appeared on the date of the conclusion of the reporting period to which it applies.

N/A

4. Has the IRMP been tested in the last 12 months?

N/A

5. If you answered **yes** to question 4, please indicate the date that the IRMP was last tested.

N/A

6. How many times has the IRMP been activated in this reporting period?

N/A

7. If the IRMP has been activated, please indicate clearly the date/s when the IRMP was activated:

N/A

8. If you answered **no** to question 1, please explain why the IRMP has not been prepared, as required by the approval.

- Condition 35.1 of the CIFOA only requires FCNSW to prepare, keep, test and implement an IRMP where our forestry operation has caused an incident where there is reportable harm to a threatened species, subject species or threatened ecological community.
- FCNSW is no longer required to prepare an annual PIRMP as we no longer hold an EPL under s153A of the POEO Act.

E. Statement of Compliance – orders made under the Biodiversity Conservation Act 2016 (BC Act)

Complete the table below with details for all orders issued to FCNSW under the BC Act, adding rows as necessary.

Order type	Date of order	State Forest where the order was issued	Details of the IFOA alleged to have not been complied with	Action taken to prevent recurrence
Stop work order	17/07/2020	Wild Cattle Creek State Forest	18.1, 20.1, 20.3, 64.1, 64.2	<ul style="list-style-type: none"> - Engaged an external auditor to undertake a review. - Participate in quarterly Senior Officers group meetings with the EPA. - Sought clarification of measurement of giant trees with the EPA. - Toolbox talks & expectation standards. - Tree Retention SOP development & implementation.
Stop work order	21/07/2020	South Brooman State Forest	18.1, 20.1, 20.3, 23.5	<ul style="list-style-type: none"> - Re-marked all unharvested areas in Cpt 58A. - Undertake follow-up audits. - Toolbox talks & expectation standards. - Tree Retention SOP development & implementation - FT's undertake full mark-up in fire-affected forests where safe to do so.

				<ul style="list-style-type: none"> - Weekly meetings (FT's, HC's & supervisors). - Develop a Mark-up audit that caters for site-specific operating conditions. - Sought guidance from EPA regarding hollow-bearing trees.
--	--	--	--	--

F. Any other statement, summary or information required by Protocol 2: Annual plans and reports

1. Please attach a dated copy of the original *annual plan* that sets out the planned forestry operations for the upcoming financial year, as it appeared when it was prepared at the commencement of the reporting period to which it applies (20 June 2020), per the approval.

As the EPA are aware the Annual Plan is published via the plan portal and updated as the season progresses. Please find attached an internal working copy snapshot of the Annual Plans for the North Coast, Eden (integrated and thinnings), South Coast and Tumbarumba.

- i. Please attach or include a list of any subsequent variations that have been made to that version since commencement of reporting period.

As discussed and agreed upon by the EPA and FCNSW, on the 3rd of June 2019 (meeting attendees: [REDACTED], [REDACTED], [REDACTED], [REDACTED], [REDACTED] and [REDACTED]), the Annual Plan has/is to be provided as a live document accessed through the Plan Portal.

- ii. Please provide an explanation, citing examples, of how the Annual Plan demonstrates planning to reduce cumulative impacts of forestry operations in the Coastal IFOA region, per Protocol 2.2(4)(a).

FCNSW demonstrates planning to reduce cumulative impacts of forestry operation in the CIFOA region by complying with the measures intended to distribute operations in time and space set out in Protocol 7 and Chapter 3, Division 2 of the Conditions.

- iii. Please also include a **direct** link to the *annual plan* as provided for public access.

<https://planportal.fcnsw.net/Reports>

- 2. Please attach a copy of the *annual timber and biomaterial report* required by the approval relevant to the reporting period.

- i. Is the *annual timber and biomaterial report* available on a publicly accessible website?

Yes

- ii. If **yes**, please indicate clearly the web address where it can be accessed:

<https://app.powerbi.com/view?r=eyJrIjoiYTljYzYzM2NzktZTE2ZC00NDJmLTg0ZWYtN2JjOGI3NzI4MGExliwidCI6IjdlODcyMjA5LWY3MGItNDU3OC1hNzk5LTA4YTdjZjAzODI3NSJ9>

- iii. Please provide a description of the framework or procedure for recording and maintaining records of timber volumes.

Please find attached FCNSW SOP for Harvest Contractor Code of Procedure for Mill Door Sales. FCNSW's data is stored in our Data Warehouse.

- iv. Has the *annual timber and biomaterial report* included each of the details described under Protocol 2.4(1)(a)(i)(A-L) and (ii)(A-H)?

Yes

- v. Please provide an explanation as to why the details of any of the elements required under Protocol 2.4(1)(a)(i)(A-L) and (ii)(A-H) have been omitted.

N/A

G. Signature and Certification

This Annual Return may only be signed by an employee of FCNSW not below the General Manager or equivalent.

It is an offence to supply any information in this form that is false and misleading in a material respect, or to certify a statement that is false or misleading in a material respect. There is a maximum penalty of \$250,000 for a corporation or \$120,000 for an individual.

I

- Declare that the information in the Monitoring Summary in Section B, Complaints Summary in Section C, and other information in Section F and any pages attached to these sections is correct and not false or misleading in a material respect, and
- Certify that the information contained in sections A, D and E and any pages attached to these sections is correct and not false or misleading in a material respect.

NAME:	Daniel Tuan
POSITION:	General Manager Hardwood Forest Division
REPORTING PERIOD:	16/11/2019 to 16/11/2020

SIGNATURE AND
DATE:

9/04/2021

PLEASE ENSURE THAT ALL APPROPRIATE BOXES HAVE BEEN COMPLETED AND THAT THE CHECKLIST ON PAGE 1 OF THE ANNUAL RETURN HAS BEEN COMPLETED.