

AUSTRALIAN FORESTRY STANDARD LIMITED

AFSL POLICY 06

**Relationship with the Standards Development and
Accreditation Committee**

V1.3/2017



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RELATIONSHIP WITH THE STANDARDS DEVELOPMENT AND ACCREDITATION COMMITTEE

Relationship with the Standards Development and Accreditation Committee

1 INTRODUCTION

The Standards Development and Accreditation Committee (SDAC) 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)

Australian Forestry Standard Limited (AFSL), a not-for-profit, public company, is an accredited SDO under SDAC 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 SDAC is provided in **Annexure 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 SDAC to enable Australian Standards® development and maintenance.

Based on this commitment and the importance of Australian Standards® as the basis of the Responsible Wood Certification Scheme as an accredited SDO, AFSL shall:

1. comply with published SDAC 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 SDAC 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 SDAC 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*;

4. provide hard copy and electronic documentation to SDAC appointed auditors to assist with the surveillance and re-accreditation audits;
5. make available appropriate AFSL staff to SDAC appointed auditors for the duration of the surveillance and re-accreditation audits;
6. comply with requests from SDAC 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 SDAC of any significant changes to AFSL's Standards development processes and seek SDAC's approval for changes which affect AFSL's scope of accreditation;
8. comply with SDAC'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 SDAC on SDAC's presentation of a tax invoice;
10. engage proactively with SDAC staff on issues which affect the relationship between SDAC and AFSL;
11. respond to all communications with SDAC in a prompt and timely manner;
12. provide feedback to SDAC on SDAC documentation when invited to comment on drafts of SDAC documentation;
13. participate in any forums for SDOs that SDAC convenes to further SDAC's business and the status of accredited SDO;
14. provide SDAC with any relevant information, documentation or records in regards to its SDO accreditation where AFSL's accreditation status ceases under SDAC based on a specific request from SDAC.

ANNEXURE 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 Responsible Wood Certification Scheme.

