

Module Four

Principles, Criteria,
Indicators and
Standards

Operating Procedures
and their
Implementation



Aim of the Module

“Introduce DWAF Estate Managers to the new DWAF procedures and to train them in their application at Estate level.”

- DWAF PCI&S Framework.
- Overview of Procedures.
- Procedure layout.
- Responsibilities.
- Examples.
- Implementation.
- Process.

Background

The requirement for the development of a DWAFF PCI&S Framework and standardised set of Procedures was identified during the development of the roll-out of PCI&S. Procedures concentrate on the requirements of PCI&S and define the required standards for each.

DWAF PCI&S Framework

- 26 Procedures.
- Applicable at Estate Level.
- Developed by specialist groups (head office and at cluster level).
- Reviewed by SFM team.
- Utilised all existing DWAF instructions, documents, etc.
- Will be amended periodically.

Role of Procedures

- Standardisation.
- Documented minimum standards.
- Documented responsibilities.
- Documented process.
- Documented monitoring and reporting.
- Formal process to update and review.
- Training aid.
- Ensure sustainable Forest Management.

Operating Procedures

1. Protection of the Estate.
2. Natural Forest Resource Management.
3. Health and Vitality.
4. Fire Management.
5. Forest Resource Use.
6. Chemical Use, Pollution & Waste Management.
7. Participatory Forest Management.
8. Human Resources.
9. Forest Enterprise Development.
10. Reporting.

01 Protection of the Estate

- 1 procedure
- Criteria: 1,15

0101 Procedure for the
Protection of Forests.



02 Natural Forest Resource Management

- 7 Procedures
 - Criteria: 2, 3, 6, 12, 22.
- 0201** Procedure for the Conservation and Monitoring of Rare, Threatened and Endangered Species.
- 0202** Procedure for the Conservation of Natural Forest and Associated Ecosystems.
- 0203** Procedure for the Rehabilitation of Degraded Forest Areas.
- 0204** Procedure for the Monitoring and Management of Water Quality.
- 0205** Procedure for the delineation of Wetlands and Riparian Zones.

02 Natural Forest Resource Management

0206 Procedure for the Monitoring and Management of Cultural, Ecological, Recreational, Historical, Aesthetic and Spiritual sites.

0207 Procedure for the Development and Implementation of Forest Management Plans



03 Health and Vitality

- 2 Procedures
- Criteria: 4

0301 Procedure for the Monitoring and Control of Pests and Diseases.

0302 Procedure for the Monitoring and Management of Alien Invader Species.



04 Fire Management

- 1 procedure
- Criteria: 4

0401 Procedure for the Management of and Protection against Fire.



05 Forest Resource Use

- 5 Procedures

- Criteria: 5, 14

0501 Procedure for Timber Yield Regulation in Plantations.

0502 Procedure for Timber Yield Regulation in Indigenous Forests.

0503 Procedure for the Management and use of Non-timber Forest Products.

0504 Procedure for the Management of timber harvesting (indigenous and plantation).

0505 Procedure for the Discontinuation of a Forest Activity.

06 Chemical Use, Pollution & Waste Management

- 2 Procedures.
- Criteria: 6.

0601 Procedure for the Use of Chemicals.

0602 Procedure for the Management of Hazardous Waste, Refuse and Sewage.

07 Participatory Forest Management

- 3 Procedures.
- Criteria: 9, 10, 11, 14, 17.
- Complimentary to existing PFM documents.

0701 Procedure for Public Access and Use of Forests.

0702 Land Tenure and Dispute Procedure.

0703 Procedure for Stakeholder Participation in Forest Management.

08 Human Resources

- 3 Procedures.
- Criteria: 8, 13, 16.

0801 DWAF HIV/AIDS management strategy.

0802 Template only: Employee register template.

0803 Template only: Labour legislation audit sheet.

09 Forest Enterprise Development

- No procedure yet.
- Criteria: 7, 18, 18.



10 Reporting

- 2 Procedures.
- Criteria: 23, 24.

1001 Procedure for quarterly reporting.

1002 Procedure for Annual Reporting in
DWAF Managed State Forests.

Procedure Layout

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06 CHEMICAL USE, POLLUTION AND WASTE MANAGEMENT
02 Procedure for the management of hazardous waste, refuse and sewage

Authorised by		Signature		Date	
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DOCUMENT CHANGES IN THIS VERSION

Paragraph	Change

1. SCOPE

2. CRITERION

2. CRITERION

3. RESPONSIBILITY

Responsibility	Person

4. OPERATIONAL REQUIREMENTS AND GUIDELINES

5. MONITORING AND CORRECTIVE ACTIONS

6. RECORDS

Record	Kept at	Record period

7. APPLICABLE LEGISLATION AND GUIDELINES FOR FURTHER REFERENCE

APPENDICES, PROFORMAS, ETC.

Examples

- 0201 Procedure for the Conservation and Monitoring of rare, threatened and endangered species.
- 0601 Procedure for the management of hazardous waste, refuse and sewage.

End of Module Four.