



## FISC Technical Action Group - Monthly Report

### TAG – Individual Competency

**Chair: Rob Prebble**

Date of last meeting: 14<sup>th</sup> March 2016

#### TAG Members:

Brent Searle	Les Bak
Robert Stubbs	Marcel van Westbrook
Doug McLeod	Mark Preece
Paul Woods	Dan Gaddum
Mike Noble	Rob Prebble

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#### Chairs report

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A teleconference meeting was held on 14<sup>th</sup> of March 2016. Participants were Brent Searle, Les Bak, Robert Stubbs, Marcel van Westbrook, Doug McLeod, Mark Preece and Rob Prebble. Minutes from that conference call are attached.

Issues discussed are summarised below.

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#### - Outcomes

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Topic / Issue	Comments / Recommendations
Key Points	<ul style="list-style-type: none"> <li>• New assessors must go through a workshop, hold unit standards 7108 &amp; 4098 and have experience in carrying out assessments before they can be appointed as certification assessors</li> <li>• There is no obvious solution to funding assessor development, the major forest companies will continue to support it and we have to accept that this model may disadvantage smaller operators</li> <li>• Assessment documents need to be consistent, Rob to revise those currently being used and produce a draft for circulation to the TAG.</li> <li>• The TAG to agree on a list of data fields and required functions that should be in a database. A request for proposals will be sent to potential providers.</li> <li>• First time achievers should get a common certificate recognising their achievement, the TAG to come up with a suitable design.</li> <li>• A FIRS type passbook to record successive years of achievement should be issued and updated when re-assessment is done.</li> <li>• Assessors should receive an official ID card that confirms their status as a certification assessor.</li> <li>• The TAG needs to agree on a suspension policy which will be put in front of the FISC board before June.</li> </ul>

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Topic 1	These workshops and the infield development work will be done by Brent, Rob and Neil in the meantime. Three tree felling workshops have been run to date and the first head breaker out workshop was run in March
Topic 2	The companies that are funding the development of assessors will want those assessors to service their own operations in the first instance. This may well limit the exposure of certification to other operations that sit outside the corporate businesses. The TAG needs to come up with a way to promote certification as a means of ensuring current competency.
Topic 3	There are three different assessment documents being used for tree felling certification assessments. These documents need to be rationalised into one common document so there is consistency in assessment practices. Rob is to review these documents and come up with a draft.
Topic 4	The TAG needs to decide what should be included in a database and what functions that database should be able to perform. Once that criteria is decided, it will be up to the OAG to take it to the FISC board for agreement on who should provide that service and how it is going to be funded.
Topic 5	HNRG issue their fallers passing the certification assessment with a certificate recognising their achievement. Nelson Forests used to do this but have stopped the practice as the number of certificates issued to some individuals has reached saturation point. It was agreed that first time achievers should get a nationally recognised certificate and the TAG is responsible for coming up with a suitable design, most likely to be branded with the safetree logo.
Topic 7	One of the advantages of certification is the fact that it can be suspended if an individual is found to be in breach of the requirements they had to meet to become certified. With the assistance of Doug McLeod from Worksafe, the TAG will come up with a set of procedures for suspension to put before the FISC board
Key Actions	<ul style="list-style-type: none"> <li>• Brent, Rob and Neil to continue running workshops on demand and following up with infield development work. Rob has developed reporting procedures to use for this process. These should be sent to Neil and Brent so they can use them as well.</li> <li>• More detail on the certification process and it's benefits need to be posted on the Safetree website, along with an explanation of how to get certification done. This will include the availability of assessors and endorsements from organisations that have participated in it. The TAG will submit ideas for this to Rob before the next meeting.</li> <li>• Les or Brent needs to send the assessment documents that NFL are currently using so a common document for each skill can be drafted. This is to be circulated to the TAG and agreed to so that consistency can be maintained. TAG members will need to review these documents and agree to them before the next TAG meeting. Once this is agreed, the training tool on the Safetree website will be revised.</li> <li>• A list of data fields and functions required for a database has been developed and circulated to the TAG with a response form included. TAG members will need to respond to this via email before the next TAG meeting.</li> <li>• A draft certificate has been developed, once TAG members have agreed on the design, it will be sent to Safetree for professional printing and distribution. All participants who have achieved certification in the past will be issued with the Safetree certificate. The passbook and ID cards will follow along with a process to update the passbooks as annual certification checks are completed.</li> <li>• Doug and Rob are to develop a suspension procedure and circulate it to the TAG for consideration.</li> </ul>
Date of Next Meeting	May 2016