August 2023

Guide for Plantation Operational Plans

# *Plantations and Reafforestation (Code) Regulation 2001*

This guide provides information about the operational plans required by the Plantations and Reafforestation (Code) Regulation 2001. The attached form should be used to submit a harvest operational plan as required by the Plantations and Reafforestation (Code) Regulation 2001.

## Operational Plan Requirements

Under Clause 26 of the Plantations and Reafforestation Code an operational plan must be prepared for the following plantation operations:

* Site preparation involving ripping or ploughing
* Construction of a road
* Any construction that crosses a drainage feature
* Any harvesting that involves the cutting and removal from the plantation of more than 100 trees for each hectare of the plantation in each calendar year

The operational plans must be prepared before the operation commences.

The plantation owner/ manager must retain a record of:

1. any change in the size of the area shown on the map in the operational plan, and
2. any change to the work instructions given in the operational plan, that were applied during the actual operation.

All operational plans and records must be kept for a minimum of 7 years.

## When is an operational plan required to be submitted to DPI?

The Code requires that a plantation owner/ manager must provide a copy of the operational plan relating to an authorised plantation harvest operation where harvesting (being the cutting and removal from the plantation) exceeds 100 trees per each hectare of the plantation in a calendar year.

The harvest operational plan must be provided to NSW Department of Primary Industries (DPI) at least 7 days before commencement of harvest operations.

## What needs to be included in an operational plan?

An operational plan is basically a map and written instructions on how to carry out the proposed works on your particular site. It helps you and your contractors to operate safely and within the rules.

Clause 27 of the Code states that operational plans must include the following:

A MAP showing the area of the proposed operation, and the boundaries of any areas in the plantation where certain activities are restricted or prohibited

WORK INSTRUCTIONS that explain the procedures required to be used, and any restrictions or prohibitions.

If the plan includes harvesting operations, then it also needs to:

* Identify any roads, extraction tracks, loading sites and river crossings, and any directional requirements for extraction
* Identify any areas suitable for carrying out harvesting in wet weather
* Note any requirements for placing slash

## What needs to be shown on the operations plan map?

An operation plan map must show:

* The area subject to the planned plantation operation
* The boundaries of any area of the plantation in which the carrying out of the planned operation is restricted or prohibited by the Code or authorisation conditions and the relevant restriction identified

Additionally for operational plans relating to harvest operation the map must identify:

* Any roads an extraction tracks
* Loading sites
* River crossings in the plantation that are to be used in the operation
* Any directional requirements for extraction
* Any areas designated as suitable for carrying out harvest operation in wet weather

Any requirements for placing slash must also be noted for harvest operation plans.

The plantation plan provided by the DPI Plantation Regulation Unit may be used as the base map and draw on extra features as needed. For assistance with maps and preparing and submitting the operational plan, contact DPI Plantations Regulation Unit.

Features that may already be shown on the plantation plan where relevant to the plantation are:

* Areas authorised as plantation
* Areas of native vegetation that must be retained
* Habitat trees that must be retained
* Cultural heritage sites with buffer zones
* Drainage lines requiring 10 metre buffers
* Rivers and wetlands requiring 20 metre buffers
* Fire buffers around dwellings and along power lines

## What work instructions must be included in the operational plan?

The operational plan must include work instructions for the carrying out of the planned operation that identify:

* the procedures required to be used in the operation, and
* any restrictions or prohibitions (as referred to in paragraph (a)) required to be considered in undertaking the operation.

The instructions must be written but may include diagrams.

## Submitting a harvest plan

The attached form should be used for submitting a harvest plan to Plantation Regulation Unit, DPI at least 7 days prior to harvest commencing.

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# Commencement of Harvesting Operations Form

### *PLANTATIONS AND REAFFORESTATION (CODE) REGULATION 2001*

#### Harvest Operational Plan

This is a template for timber plantations in New South Wales regulated by the

*Plantations and Reafforestation Act 1999* and *Plantations* and *Reafforestation (Code) Regulation 2001*.

For operational plans relating to harvest operations, submit this completed form to [forests@dpi.nsw.gov.au](mailto:forests@dpi.nsw.gov.au) at least 7 days before commencement of harvest.

|  |  |
| --- | --- |
| Date of Notice |  |
| Plantation Authorisation Number |  |
| Location of Planned Harvesting Operations (e.g., State Forest or Property Name) |  |
| Plantation Owner/Manager Giving Notice |  |
| Harvest Plan Name |  |
| Harvest Plan Number |  |
| Gross Area of Plantation (ha) |  |
| Harvest Area (ha) |  |
| Plantation Species to be Harvested |  |
| Plantation Age Class |  |

|  |
| --- |
| Notes |
|  |

# Mandatory attachments

### tick box for attachments provided with notice

### a map showing

the area that is to be the subject of the proposed operation, and

the boundaries of any area in the plantation in respect of which the carrying out of the proposed operation is restricted or prohibited by this Code or the authorisation for the plantation (with the relevant restriction or prohibition identified)

identify any roads, extraction tracks, loading sites and river crossings in the plantation that are to be used in the operation, and any directional requirements for extraction

clearly indicate any areas designated as suitable for carrying out the harvesting operation in wet weather

note any requirements for placing slash.

### work instructions for the carrying out of the proposed operation – including

the procedures required to be used in the operation.

any restrictions or prohibitions required to be considered in undertaking the operation.

site preparation involving ripping or ploughing (including ripping or ploughing in combination with mounding

construction of a road

any construction that crosses a drainage feature

The instructions must be written but may include diagrams.

## Submitting the form

For further information please contact your local DPI Plantation Officer.

For Plantation Officer contacts see the [Plantations Regulation webpage.](https://www.dpi.nsw.gov.au/forestry/plantations)

The form can also be emailed to [forests@dpi.nsw.gov.au](mailto:forests@dpi.nsw.gov.au)