



December 2023 Newsletter | Freshwater farm plan certifier and auditor programme

Dear contact,

Kia ora and welcome to the final issue of our newsletter for 2023. We're pleased to announce that applications are about to open for auditors in Waikato and Southland, and we're looking forward to opening applications to certifiers in the Otago and West Coast regions in the new year.

We'll have a skeleton team in the office over the Christmas and New Year holiday season. Certifier applications can still be submitted using the online application form during this time, but there may be short delay in processing applications.

The next issue of this newsletter will be published on 1 February 2024.

Season's greetings from the AsureQuality Appointment Team – we wish you a safe and relaxing holiday!

In this issue:

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Auditor appointment process

Online application

Auditor applications open in Waikato and Southland from early December. If you've already applied into the system as both certifier and auditor, a member of the team will contact you directly to advise on the auditor application process.

National training

National training for auditors involves two steps:

- [Reading the national training modules 1 – 7 for certifiers \(no assessment\)](#)
- [Completing the auditor training modules with assessment](#)
 - [Module 8: Role of the auditor](#)
 - [Module 9: Freshwater Farm Plan Audit Process](#)
 - [Module 9A: Gathering and Assessing Evidence for Audits](#)

Regional training

Information will be made available on our website as soon as it is ready. There is no practical assessment for auditors.

Regional Training for Certifiers

Regional Training is managed by the Regional Council where you are applying for certification. Once you have finished National Training, the AsureQuality appointment team will advise your Regional Council, who will then communicate with you directly about their process and timeframes for the regional training.

For any questions about Regional Training, (e.g. dates for in-person or on-farm training), please contact your Regional Council.

Waikato Regional Council

Email: pie@waikatoregion.govt.nz

Environment Southland

Email: farmplans@es.govt.nz

Further information about [Regional Training](#) is available [here](#).

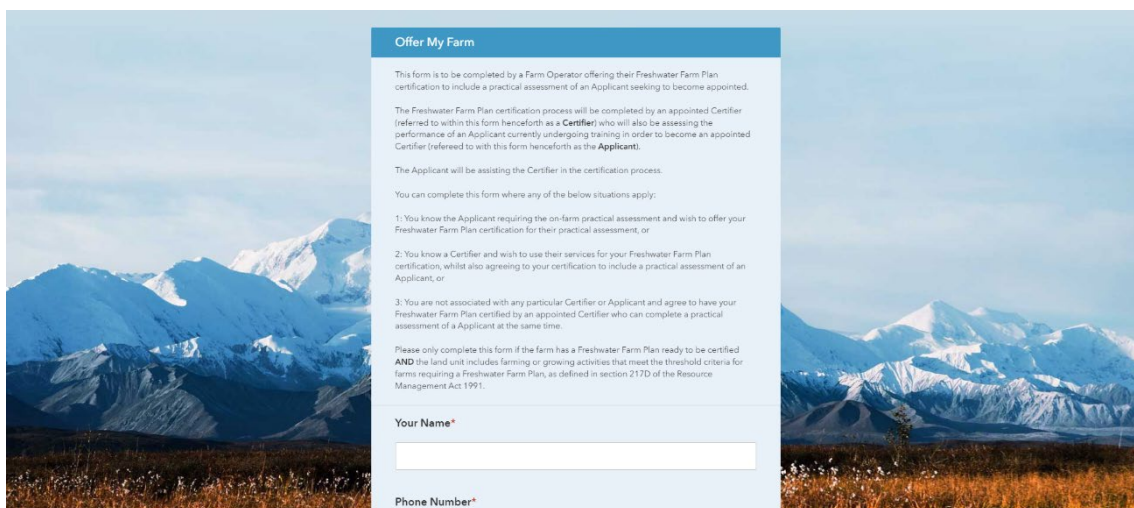
Getting started with your Practical Assessment

The practical assessment is the final stage of the certifier appointment process before a Council makes the decision to appoint an applicant. It is carried out on a farm which has a freshwater farm plan ready for certification. An experienced assessor assesses the ability of the applicant to put their skills and knowledge into practice in a real-world certification situation.

Steps for an applicant in the practical assessment process:

1. Find a farm operator who has a freshwater farm plan ready for certification (it must contain CCCV information and meet regulatory requirements).
2. Request your farm operator to complete the Offer my Farm form showing they have agreed to be part of this process. This form can be found on our website at [Offer my Farm form](#).
3. AsureQuality appointment team reviews the form and assigns you an assessor.
4. Follow the steps to certify the plan. The assessor holds overall responsibility for the certification.

Note that, as an applicant, you cannot charge the farm operator for this practical assessment, and the assessor may charge the farm operator only for their time spent certifying the plan. This means that offering a farm for an applicant's practical assessment is a great way for a farm operator to get their farm plan certified at a much-reduced cost.



Offer My Farm

This form is to be completed by a Farm Operator offering their Freshwater Farm Plan certification to include a practical assessment of an Applicant seeking to become appointed.

The Freshwater Farm Plan certification process will be completed by an appointed Certifier (referred to within this form henceforth as a **Certifier**) who will also be assessing the performance of an Applicant currently undergoing training in order to become an appointed Certifier (referred to with this form henceforth as the **Applicant**).

The Applicant will be assisting the Certifier in the certification process.

You can complete this form where any of the below situations apply:

1. You know the Applicant requiring the on-farm practical assessment and wish to offer your Freshwater Farm Plan certification for their practical assessment, or
2. You know a Certifier and wish to use their services for your Freshwater Farm Plan certification, whilst also agreeing to your certification to include a practical assessment of an Applicant, or
3. You are not associated with any particular Certifier or Applicant and agree to have your Freshwater Farm Plan certified by an appointed Certifier who can complete a practical assessment of a Applicant at the same time.

Please only complete this form if the farm has a Freshwater Farm Plan ready to be certified **AND** the land unit includes farming or growing activities that meet the threshold criteria for farms requiring a Freshwater Farm Plan, as defined in section 217D of the Resource Management Act 1991.

Your Name*

Phone Number*

Looking ahead to 2024 – what to expect

Otago and West Coast are the next regions where the Freshwater Farm Plan regulations come into effect – this takes place on 1st February 2024. We will advise once we are accepting certifier applications from these regions. We'll have more information about national and regional training for these regions in our next newsletter.

Reminder of the application process

1. Applicant completes the [online application form](#).
2. If a referee has been provided, the AsureQuality appointment team contacts the referee.
3. Applicant pays the fee (using Stripe with a credit card is fastest).
4. Once payment is received and the referee's reference has been returned, then the appointment team will start to assess the application.
5. Once the application has been assessed, the appointment team will either approve the applicant to begin national training, request more information or decline the application.

More information about the application process is available here: [FW FP Certifier Appointment Process — Freshwater farm plan certifier and auditor programme \(farmplancertifiers.nz\)](#)

Who has been appointed?

Details of appointed certifiers are now available on the [national register of appointed certifiers and auditors for freshwater farm plans](#), which is published in accordance with the regulations.

How to contact us

AsureQuality is responsible for the freshwater farm plan certifier and auditor appointment programme. You can contact us about this on farmplancertifiers@asurequality.com.

For questions about the Resource Management (Freshwater Farm Plans) Regulations 2023, please contact the Ministry for the Environment – freshwaterfarmplans@mfe.govt.nz.



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