

## WORK PLAN FOR DEVELOPING THE FOREST SECTOR TRANSFORMATION CHARTER

Version 2: 4 August 2005

<b>Task</b>	<b>Activities</b>	<b>Responsibility</b>	<b>Completion date</b>
1. Detailed delineation of Sector for Charter	Establish principles for sector delineation	Charter Steering Committee	17 June 05
	Prepare proposal document on detailed sector delineation	Ad-hoc working group	7 July 05
	Discuss proposal document and make final recommendation	Charter Steering Committee	14 July 05
2. Formulate Charter Framework	Discuss and agree on draft Charter framework	Charter Steering Committee	17 June 05
	Discuss and agree on final Charter framework	Charter Steering Committee	14 July 05
3. Formulate Charter chapters on: key principles; current situation; vision; challenges & recommendations	Appoint Sub-sector working groups	Charter Steering Committee	14 July 05
	Information gathering and preparation of sub-sector reports	Sub-sector working groups	12 August 05
	Compilation of sub-sector reports into single report	Technical support team	15 August 05
	Discuss proposal document and make draft recommendations	Charter Steering Committee	18 August 05
	Stakeholder meetings to present and discuss findings and recommendations	Secretariat & Charter Steering Committee members	12-16 September 05
4. Formulate first draft Charter including BEE scorecard and instrument for achieving targets	Establish guidelines for scorecard	Charter Steering Committee	17 July & 18 August 05
	Prepare sub-sector proposals	Sub-sector working groups	16 September 05
	Discuss proposal document and make draft recommendations	Charter Steering Committee	22 September 05
	Stakeholder meetings to present and discuss findings and recommendations	Secretariat & Charter Steering Committee members	17-21 October 05
5. Complete draft Charter	Establish guidelines for completion of document	Charter Steering Committee	26 October 05
	Prepare first complete draft Charter	Technical support team	11 November 05
	Approve draft Charter	Charter Steering Committee & Minister Sonjica	17 November 05
	Finalise and publish draft for public comment	DWAF	30 November 05
6. Completion & presentation of Charter	Process comments and update document	Secretariat & drafting team	20 January 06
	Consider and approve draft document for submission to Minister Sonjica	Charter Steering Committee	26 January 06
	Submission to BEE Council and Minister of Trade and Industry	Minister Sonjica	February 06

Charter Steering Committee meetings: 17 June 05; 14 July 05; 18 August 05; 22 September 05; 13 October 05; 17 November 05; 26 January 06