

YOUR ILLEGAL LOGGING DUE DILIGENCE SOLUTION

AN INTEGRATED STEP-BY-STEP SOLUTION



Purchase a customisable Due Diligence System

Get a set of templates you can use to comply with the law, and quickly work through what the changes mean for your business

01 



Train your people

Use our training videos and our template due diligence system, or have us train your people in preparation for implementation

02



Implement Due Diligence in your procurement processes

Use the template system to gather information then use it to perform a risk assessment and risk mitigation (if required) in compliance with the law

03



Be Updated

Receive alerts, written instructions of how to change your system, and training when the law changes (or interpretations of it) so that you can keep your system up to date and stay compliant

04



THE DETAILS

Purchase a customisable Due Diligence System



A complete due diligence system compliant with the Illegal Logging Prohibition Act and Rules includes:

- Due diligence system Manual which is instantly customisable by you, and is your guide to getting it right
- Training videos:
 - Video 1: ILPA Rules explained - essential information for your business. Explains simply what the law is, what is required and why
 - Video 2 : Implementing the Hikari Due Diligence System in your Business. This workshop which teaches you how to implement and tailor the procedures in your Business and conduct effective due diligence.
 - Video 3: Informed suppliers - training your suppliers to provide you with the right information the first time. Send a link to your suppliers so that you get the right information the first time completed in your questionnaire. Versions included are:
 - Bi-lingual Mandarin Chinese
 - Bi-lingual Vietnamese
 - Bi-lingual Indonesian
- Supplier questionnaires
 - English only
 - Bi-lingual Mandarin Chinese
 - Bi-lingual Vietnamese
 - Bi-lingual Indonesian
- Risk Assessment worksheets
 - Risk Assessment of Certified Product Pathway
 - Risk Assessment of un-Certified Product Pathway
- Risk Mitigation worksheet
- A process for repeated imports of the same product, saving you valuable time and money
- Record keeping tool



Did you know?

You can speed up due diligence for un-Certified products and cut assessment time with our **Ready Reckoners** tool. Enquire or [click](#) for more details

This system will be set up in your own secure Sharepoint environment to facilitate sharing and version control of large files and for you to seek guidance if needed.

\$2,750 (ex GST)





Get Bespoke Help

You can implement your Illegal Logging Solution independently from start to finish, however you may decide you want more help:

- Internal training of your people conducted by us and contextualised to your business?
- Tracing of your supply chain?
- Assistance with getting more information or accurate information from your suppliers?
- Implementing processes in your business?
- Responding to a compliance report or assessment?
- Troubleshooting or interpreting information that has been provided by suppliers?

We have a consultants fluent in Mandarin Chinese, Malaysian, Japanese, Indonesian, Portuguese and Spanish who can trace your supply chains, and help you with your suppliers.



Tip: FSC/PEFC certification significantly reduces due diligence effort.
We can advise on this, ask us how.



\$390 - \$460 per hour*

Annual Maintenance Plan - Updates



The first 12 months from the date of purchase of the Hikari ILPA System includes the annual maintenance fee and provision of updates.

After this date, we will invoice you in the expectation that you will want to remain up to date. You can **opt out** by advising us.

We will advise you on any changes to requirements and provide you with:

- Training as needed reflecting changes
- Updates to your Hikari Due Diligence System for you to implement
- Advice notes and compliance bulletins
- Information as to changes that occur
- Invitations to larger training sessions at discounted rates
- Up to one hour of consultation with one of our professionals per annum

\$800 p/a*

*Fees payable in relation to consultancy are set individually and is dependant on the size and complexity of the business and the level of the Hikari staff member engaged to assist you. Fees and charges are subject to change with prior notice. All fees expressed are exclusive of GST.