

### *Seasons Greetings*

*This message is to advise you of FPA arrangements over the Christmas and New Year period:*

*All Statewide FPA offices will close at 3:30 pm on Friday 21st December and will re-open at 9:00 am on Wednesday 2nd January; FPA staff will be on compulsory and voluntary leave during this period and are unlikely to be available;*

- FPP Coverage submissions will not be administered over this period – planners should complete draft FPPs and submit to Coverage by 5:00pm Thursday 20th December latest, ensuring that applicants without FPA credit facilities have application fees paid and cleared before the offices close;*
- Tree Fern tags will not be available over this period*
- The Biodiversity Database (BVD) is scheduled for maintenance between the 21 December and 2 January so please run any BVD reports you need prior to the 21 of December*
- The FPA biodiversity program will be short staffed between the 2 and the 7 of January so there may be delays during that time.*

*If required please leave a message on the telephone answering system (03 6165 4090) or on [info@fpa.tas.gov.au](mailto:info@fpa.tas.gov.au) during the break and we will get back to you as soon as possible from Wednesday 2<sup>nd</sup> January 2019.*

*If you want to request any special arrangements with the FPA over this period please contact the FPA office on [info@fpa.tas.gov.au](mailto:info@fpa.tas.gov.au) or 03 6165 4090 by Thursday 20<sup>th</sup> December.*

*On behalf of all FPA staff I wish you a Merry Christmas and a happy New Year.*

*Peter Volker  
Chief Forest Practices Officer  
Forest Practices Authority*