

Want to lead your own volunteer conservation activity?

There are seven simple steps to take with DOC so you are authorised to plant trees, kill pests, repair huts, build tracks or other such activities on public conservation land.



1. Get in touch

If you have a great idea then get in touch with your local DOC office and have a chat. Perhaps even take us on a site visit.

2. Scope

DOC staff will do some investigating to determine whether your great idea can proceed. We need to check the Conservation Management Strategies and other policies that guide our work to ensure your proposed work aligns, we may talk with Iwi, or other landowners as well.

DOC staff may need to have a few conversations with you as they work through this.

This should take between 2 to 4 weeks.

3. Discuss and agree the activity

DOC staff will discuss the result of the investigation with you. Sometimes, we will need more information from you, or other permissions for the activity. Otherwise, we may go ahead with the activity, or work with you to come up with a slightly different great idea.

Certain activities can be added or changed later with a variation, to accommodate any future needs.



4. Health and Safety

Once the activity is agreed upon, DOC staff will support you to develop your health and safety plan. We have a template you can use, or you can make your own. We will let you know about any site issues we are aware of and share our knowledge about how to do the activity safely, along with relevant best practice guides and operating procedures. Your Health & Safety plan must ensure the safety of your volunteers and anyone else who may be affected by your activity. DOC can proceed to the next step once your Health and Safety plan is accepted.

5. Authorising you to do these activities

DOC needs to give you permission to carry out conservation activities on public conservation land. We do this through a Community Agreement or short-term authorisation.

DOC staff will draft the agreement based on their discussions with you and will need a little more information from you to complete this.

- All activities need to have public liability insurance. DOC can cover this but there are some conditions.

6. Discuss the paperwork

DOC staff will talk you through the draft Community Agreement, explaining what each section means, and answering any questions you have about the content.

It's really important that you are comfortable with the content of this document, so ask questions and request changes to the activities if you need to.

7. Sign and get going

Once you are happy with the content of the Community Agreement, we can sign it off and you will be able to get going with your great idea.

DOC staff are there to help you, if you have questions about anything you are doing don't hesitate to ask. We can let you know about funding opportunities, give advice on health and safety, and add new activities to your agreements.