

## Woodsure Scheme

### How do I join Woodsure?

You will find information and the application forms on the Woodsure website in the 'Apply Now' section - <https://woodsurre.co.uk/how-to-apply/>.

### Which form do I need to complete?

If you sell the fuel you produce or trade fuel, please download the Producers & Traders application form to complete - <https://woodsurre.co.uk/how-to-apply/>.

If you only use the fuel you produce in your own boiler, please complete the Self Supplier online application form - <https://woodsurre.co.uk/self-supplier-application/>.

### How much does it cost?

#### Producers & Traders

Initial Application Fee: £122.40

Annual Registration including routine annual site visit, listing, fuel test and certification: £385.20

Total: £507.60 (includes VAT)

Additional fees may apply if :-

re-tests on the fuel are required (£61.20),

A revisit to site due to producer/trader failing the audit (£244.80)

Additional depots are payable (£122.40/depot)

#### Self Suppliers i.e. not selling

Domestic / Non-Commercial Fee: £54 (includes VAT)

Non-Domestic / Commercial Fee: £156 (includes VAT)

### I've applied, what happens next?

Once submitted, your manual is assessed and any shortfalls or clarifications should be addressed. An audit is carried out to assess the company procedures, the fuel is then sampled and tested. If all meet the Woodsure requirements, the test results and audit are independently assessed to ensure the outcome is fair.

### How do I compose an operation manual?

Once you have applied you must produce a manual. There are 3 ways depending on the type of supplier you are and how much fuel you produce.

1. If you produce less than 750t each year, you will be provided with a link to a questionnaire, once you have applied to Woodsure. Your answers to the questionnaire will form your manual.
2. If you produce more than 750t each year you will need to use the templates which Woodsure has created.
  - [Wood briquettes](#)
  - [Firewood](#)
  - [Chip](#)
3. If you don't sell the fuel, i.e. you only use it in your own boilers, you will receive a link to an online form to produce your fuel quality manual. The manual is your procedures on how you produce a fuel and is what you will be audited to.

## What do I get for applying?

1. Once certified you will get a certificate that covers each depot and each fuel you have applied for.
2. Quality assurance: provides a universally recognised mark of fuel quality and identifies the responsible, conscientious practitioners within this emerging industry that woodfuel consumers can trust. The Woodsure Certification scheme is both rigorous and practical and cost effective for your business.
3. Business support: we are committed to helping nurture this new market, providing woodfuel producers and suppliers with practical support, such as independent fuel tests, encouragement, and assistance to enable them to achieve and maintain the highest standards of quality.
4. Business opportunity: Woodsure certification is a valuable point of differentiation in the market and promotes customer confidence in your biomass product.
5. Promotional benefits: Feature the Woodsure logo on your website, leaflets, stationery to identify that they have fulfilled the required standards for high quality fuel production and distribution. You'll also have the opportunity to be listed on the Woodsure 'Find a Supplier' search - <https://woodsurre.co.uk/wood-fuel-suppliers/>.
6. Regular newsletters – updates from around the industry direct to your inbox.

There are many opportunities for woodfuel producers in this market: demand for reliable, high quality woodfuel is increasing steadily with the growing take-up of both biomass boilers and woodfuel stoves. Biomass boilers are actively supported through the Renewable Heat Incentive.

## Fuel quality tests and procedures

### Defining your fuel

Your fuel must have a size and a moisture content. Both affect the efficiency of the boiler and without having both classified, you may well be adversely affecting air quality.

### How do I test my fuel? Internal tests/monitoring of moisture content

Woodsure has standard procedures for testing moisture content with probe/pin/bucket meters. Pin meters should only be used on roundwood/logs, probe and bucket are suitable for chip. These procedures can be found in the fuel manual templates on the Woodsure website -

<https://woodsurre.co.uk/how-to-apply/>.

### How do I take a sample?

Woodsure has standard procedures for taking representative samples.

- [Woodchip sample guidance](#)
- [Firewood sample guidance](#)

### How frequently do I need to test my fuel?

Your fuel needs to be tested as frequently as you feel necessary to demonstrate that the quality of the fuel is controlled.

If you only chip seasoned timber (less than 30% moisture content) once a year, then the size class during that chipping is key and this should be checked at this point. Moisture content, however, can vary depending on how the chip is stored, how wet it was when chipped etc. Drying may continue after chipping and particularly in very dry weather could lead to issues with those burning the fuel in their boilers. It is good practice to monitor chip moisture content on at least a weekly basis.

For briquettes, it is a requirement to get a chemical analysis from a test laboratory.

### Do I need to record the moisture tests?

Keeping a record of the moisture content (such as on delivery notes) assists in tracking when there is an issue. For example, if your customer's store is subterranean and has a leak, you can clearly demonstrate that the fuel was x% when delivered. These test results are part of your monitoring system and can assist you to continually improve quality management processes and systems.

### Emissions certificate

For self suppliers you will be asked for information on your emissions certificate which is part of your RHI application. If you cannot find your certificate you can look at the following website for the make and model of your boiler <http://rhielist.org.uk/>.

If you still can't find it, you may wish to contact your installer to obtain this information. Pre 2014 this was not a requirement. State this in your quality manual.

## BSL registered suppliers

**I have this BSL letter, now what do I do?**

If you don't sell the fuel you produce, just use it in your own boiler(s) you will need to join as a Woodsure self supplier – <https://woodsurre.co.uk/self-supplier-application/>.

If you supply pellets, please go to ENplus website – <http://www.pelletcouncil.org.uk/getting-certified/>.

If you supply wood fuel apart from pellets, go to the Woodsure website and complete the Producers & Traders application form – <https://woodsurre.co.uk/how-to-apply/>.

**I am already a BSL certified supplier why do I need this fuel quality too?**

To continue to supply wood fuel to any RHI registered boiler, the fuel must demonstrate that it is legal, sustainable and that it meets the quality required for the boiler. You can find more detail on the legislative requirements here - <https://woodsurre.co.uk/fuel-quality-is-coming-to-the-biomass-suppliers-list/>.

**I use waste wood and don't think I need to apply to Woodsure**

To confirm if the woodfuel you are supplying is waste please refer to the Ofgem flow diagram to clearly define your fuel type Ofgem Flow Diagram -

<https://www.ofgem.gov.uk/publications/renewables-obligation-fuel-classification-flow-diagram>.

If, following this flow diagram, your fuel is defined as a waste, you do not require Woodsure certification. However, you may wish to still apply to Woodsure for all the benefits outlined above.

**Why do I have to pay for Woodsure as well as BSL?**

Woodsure is a separate certification scheme to BSL and there are different requirements on you as a supplier of fuels with a different audit regime. In order to claim the Domestic RHI applicants with biomass systems must buy a BSL approved fuel. Initially, this was only linked to sustainability – life cycle analysis (known as the Greenhouse Gas Criteria) and how the timber was grown and harvested (Land Criteria). A few years ago a study of biomass installations claiming RHI identified that one of the issues was that the fuel was not the right quality for the boiler, increasing emissions. Legislation was drafted to include fuel quality as a requirement for BSL registered fuels.

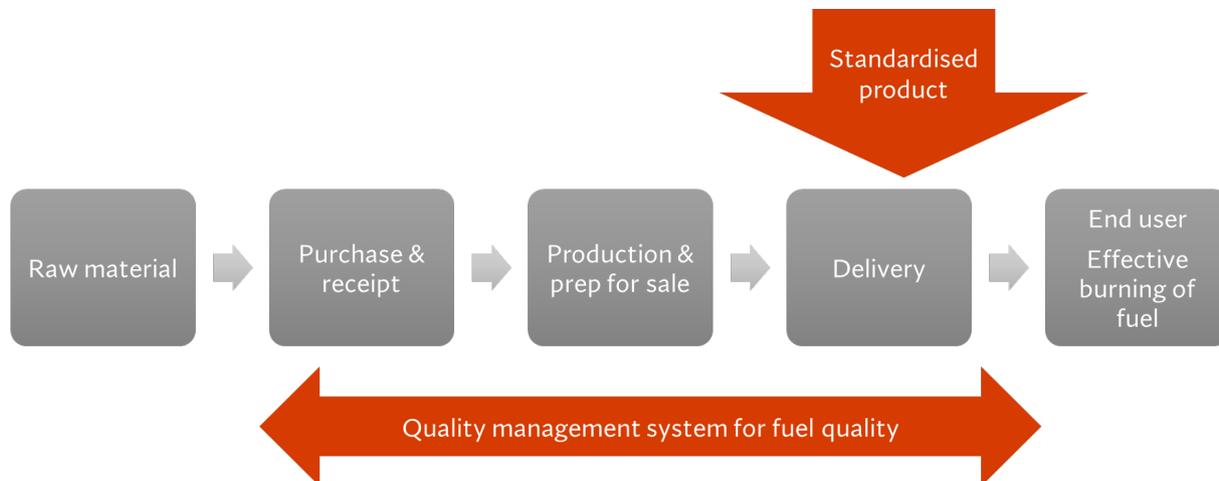
Woodsure is a fuel quality scheme but the BSL is not and covers the control points to ensure fuel quality. BSL doesn't cover these processes.

**Do I still have to be a BSL registered supplier once I'm registered with Woodsure?**

To maintain a BSL number and supply a fuel with that BSL number you will have to be registered with the BSL and with a fuel quality.

## Woodsure administer the BSL, so why am I paying two fees?

Woodsure is a voluntary fuel quality certification scheme. BSL is a BEIS owned scheme that is administered by Woodsure. A fuel quality certification scheme includes a quality management system, continual improvement and fuel quality tests.



The BSL covers the sustainability requirements but legislation has been passed to add fuel quality to these sustainability requirements.

## How long does it take to become certified?

The certification process is not generally a single step. From application, you must then submit a quality manual and fuel sample. The manual will be reviewed, the fuel tested, and an audit carried out. Once the assessment has taken place, it will be recommended for approval/rejection to our decision maker. This is a final step to ensure that the decision is impartial. The length of time from application to approval can take weeks to 6 months but will depend on your engagement in the process.

## What will happen if I am not certified by Woodsure on 1<sup>st</sup> April 2022?

1. If applied and in process – for those already engaged with the Woodsure certification process on 31st March 2022 will be confirmed with BSL. If these suppliers remain engaged in the certification process and can demonstrate a willingness to become certified the BSL will be lenient, especially if it is the fuel quality certification body that is holding the application up.
2. If not applied or unable to provide proof of quality processes – the BSL will have been informed of all those that are certified (and those in progress) with Woodsure on 31st March 2022. Any not certified by Woodsure or another relevant scheme will be removed from the BSL.

## Why does it cost so much?

Certification includes all the administration, helpdesk, and fuel quality testing, as well as audit fees and time on applications. Woodsure is here to help if you have an issue with a customer and can assist with arbitration in the case of a dispute that cannot be resolved between the supplier and customer.

### What do I do after I'm approved?

Inform the BSL which of your BSL numbers and depots are certified. Note: all your fuels and depots must be included in your Woodsure certification process for the fuels to be covered sufficiently to be BSL certified.