



Ready to Burn Group Scheme

Group – the Group Scheme

Members – individuals signed up to the group scheme

Terminology { **Group Leader** – person who administers and manages the group certification

Cluster/Fuel Cluster – a number of members (suppliers) producing the same type of fuel who share the same Ready to Burn fuel number

Group Scheme Administration

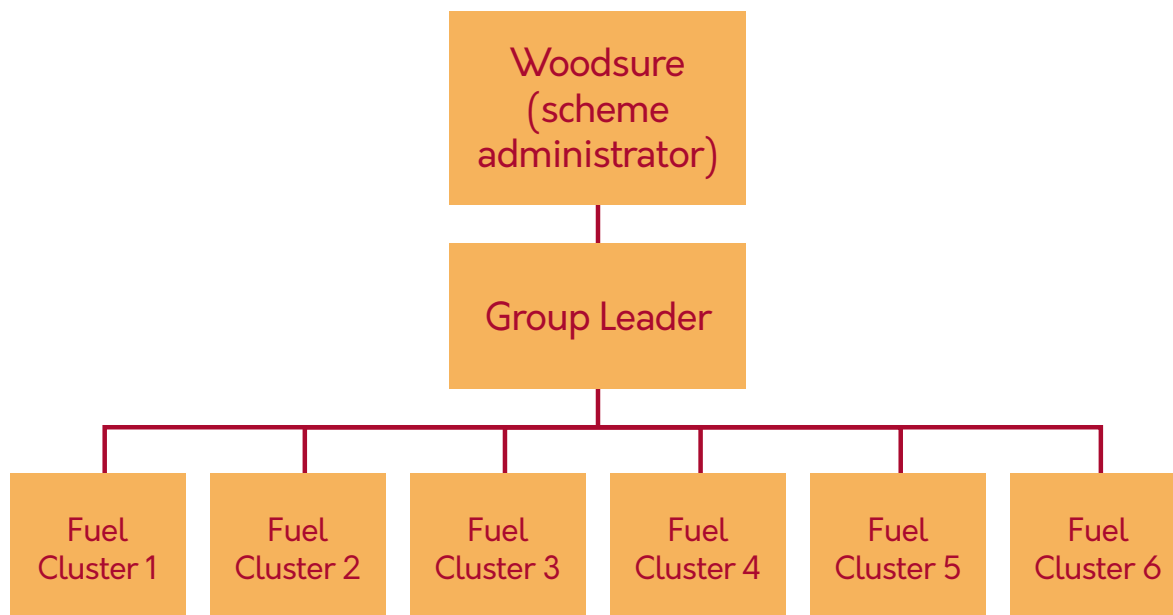
The Group Leader has the responsibility for liaising with Woodsure and administering the Group Scheme on behalf of the members. Along with this, the Group Leader would be responsible for paying application and annual certification fees to Woodsure.

The Group Leader will need to provide a Guidance & Operating Procedure Manual (template available) and will be required to undergo an audit. Woodsure will check the following at time of audit:

- List of Group Scheme and Members, demonstrating the group structure
- Qualification and experience of the Group Leader to administer the Group Scheme
- The Group Leaders understanding of the Group Scheme, how to accept new Members into the Group and ongoing checks such as moisture testing fuel, new applications to join the group, and annual renewals
- Knowledge of legislation and an understanding on the importance of wood fuel being <20%
- Clarity of the fee structure to Members and impartiality of the Group Leader

It will then be the responsibility of the Group Leader to conduct checks, such as fuel test and site audit, on members annually. Woodsure may conduct site audits in order to ensure continued compliance with scheme rules and requirements. Group Leaders may request fees from Members for the administration and certification, however this is down to the Group Leader to decide and confirm, separate to the Ready to Burn administration and certification fees.

Fuels registered under the Group Scheme are done as Fuel Clusters, whereby members share the fuel numbers so that the cost of wood fuel testing in the laboratory is reduced and allows Woodsure to treat each Fuel Cluster as a single supplier. Each Fuel Cluster must be no more than 600m³ per annum, and members which share Fuel Clusters must agree to the shared responsibility of this.



Example of Fuel Clusters

Cluster no.	Fuel type	Suppliers/Members in Cluster
Fuel Cluster 1	Seasoned Hardwood	10 suppliers, total production 200m ³ a year for all suppliers
Fuel Cluster 2	Seasoned Hardwood	5 suppliers, total production 150m ³ a year for all suppliers
Fuel Cluster 3	Seasoned Softwood	3 suppliers, total production 100m ³ a year for all suppliers
Fuel Cluster 4	Force Dried Mixed Wood	7 suppliers, total production 175m ³ a year for all suppliers
Fuel Cluster 5	Force Dried Hardwood	5 suppliers, total production 125m ³ a year for all suppliers
Fuel Cluster 6	Force Dried Softwood	2 suppliers, total production 75m ³ a year for all suppliers

Fees

Application and annual certification - £775.20

Annual certification - £626.40

Wood fuel testing - £74.40 for moisture content & particle size, £43.20 for moisture content only

Note: the annual fees cover up to three samples for testing, these must be submitted all together when requested by the Woodsure team. Additional samples over 3 can be tested but an additional fee is to be paid, as per the fees above, when requested annually to submit a sample

Benefits

- Bespoke certification logos per Fuel Cluster
- Group Scheme certificate
- Annual audit & fuel test
- Group Scheme listing on the Ready to Burn website

