



FRIENDS OF SPUD WOOD (FOSW) ALLOTMENT HOLDERS CODE OF CONDUCT

As a wood allotment (WA) holder, you are now a member of Friends of Spud Wood CIC (Community Interest Company) which was created to enable the group work with the Woodland Trust. FoSW was formed to facilitate the management of Spud Wood by its community; the wood allotments group is one of FoSW's activities. We are a voluntary organisation and need the administrative work necessary to the management of the WA to be minimised, therefore all allotment holders must agree to the following Code of Conduct:

- I will abide by the terms of the Wood Allotment Contract Friends of Spud Wood CIC have signed with The Woodland Trust, in particular:
 - **Training.** I will attend training prior to starting work on my WA and will attend a session in both my 1st and 2nd year and then renew it at least every 3 years
 - **Method.** I will follow the current method statement when felling trees and only fell my allocated marked trees
 - **Lone working is prohibited.** I will not work alone in Spud Wood and understand that when felling I need to be accompanied by another FoSW allotment member. Please note that lone visits to remove wood are permitted
 - **Brash.** I will make the area where I have worked safe and tidy before leaving and I will make brash piles as instructed during training: brash piles must not be around the base of another tree, obstruct access to tree felling areas; nor exceed 1m in height and should be interwoven to ensure stability.
 - **First Aid.** I will have first aid training or attend with a FoSW member with appropriate training and bring a first aid kit when I am working in Spud Wood
 - **Safety.** I will follow the current risk assessment and will wear a hard hat whilst felling trees. If any of my trees becomes unsafe and I cannot fell them in a timely manner I will inform the FoSW committee asap.
- I will ensure my contact and next of kin details are up-to-date
- I will respond promptly to emails concerning the management of my WA
- I will set-up on the WA calendar (e.g. Teamup) prior to receiving my allocated allotment number and I will make an event on the calendar each time I go to work in my WA
- I will inform the FoSW committee or the Woodland Trust at the earliest opportunity if I am having difficulty in felling all the trees allocated to me (Jo Yellen 07940 716595 or Neil Oxley 07810 757305)
- I will wear/bring my Woodland Trust badge with me (if I have one) when visiting site
- I will pay the annual subscription promptly (2018 it is £30)
- Where trees in my allotment are marked as requiring felling by chainsaw, I shall endeavour to be present when the FoSW appointed chainsaw operator is felling my trees, and I shall process the arisings ASAP
- I understand that the administrator of the WA scheme will keep an electronic copy of my membership form and of my key contact data for communication about Spud Wood activities
- When the chainsaw is in operation I will abide by the rules below:
 - My primary duty when the chainsawer is present is to keep the public safe and away from the chain-sawer (Andy).
 - Andy will tape off entrances to prevent the public straying in to the chain sawing area & I will support this by keeping the public away from the felling area
 - When felling, the safe distance away is at least twice the height of the tree that is being felled

By signing this code of conduct I confirm I am happy to be a Member of Friend of Spud Wood CIC and agree to all of the above.

Signature

Print Name.....

Date

Please return one scanned signed copy to Jo Yellen. Preferably by email to jo.yellen67@gmail.com or by post to 12 Oughtrington Lane, Lymm, WA13 ORD and keep one copy for your reference