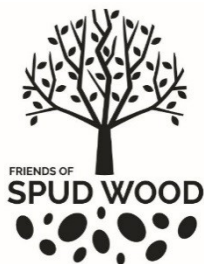


FRIENDS OF SPUD WOOD (FOSW) ALLOTMENT HOLDERS CODE OF CONDUCT



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. If any of my trees becomes unsafe and I cannot finish felling them whilst on site I will inform the FoSW/WT ASAP (Jo Yellen 07940 716595 or Neil Oxley 07810 757305)
- **New** I will wear my hard hat whilst felling. There will regular checks in 2020 and if found to be felling and not wearing a hard hat you will be asked to leave the site and if you are a repeat offender you will be removed from the wood allotment group. Anyone attending with you should wear one or be safely at least 2 trees lengths away.
- 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 when I go to fell in my WA
- I will pay the annual subscription promptly (2020 it is £30)
- If I need any of my trees felling by the FoSW appointed chainsaw operator I shall endeavour to be present when he is felling 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 signed copy to Jo Yellen to fosw@lowcarbonlymm.org.uk (if you type your name in and email it back this is deemed signed to avoid printing and scanning) or by post to 12 Oughtrington Lane, Lymm, WA13 ORD and keep a copy for your reference