

## Heartwood Community Woodfuel Group

Member induction notes 15 Feb 2018

### Welcome

#### Constituted Objectives and Aims – (what we are about)

- To increase the supply and demand for wood fuel and provide a sustainable energy source in the Heart of the Forest area.
- To increase the value of forestry to local communities and promote a woodland culture, by sharing knowledge, education opportunities and the benefits of local woodlands.
- To enhance local woodland habitats, helping it to develop and promote conservation, whilst improving biodiversity for the enjoyment of local people.

#### Roles and Responsibilities

1. All are Volunteers, of which 7 are committee members
2. Committee meetings open to all.
3. Session Roles: Leader, support, equipment / refreshments, 1st aiders, chainsaw operators

#### Induction Training

1. We aim to adopt best practice in all we do.
2. Safe and effective use of hand tools document.
3. Tree felling guidelines document.
4. Tree hog risk assessment document.
5. Machinery appreciation, qualified operators only. Chainsaws, brush-cutter. Maintain safe working distance of 5m and obey instructions from the operator.
6. All work is risk assessed and briefings given according to the session objectives and member experience.
7. PPE must be worn. Helmet, gloves, sturdy boots, eye protection advised. More for machine operators.
8. FISA guides, show.
9. Other training opportunities.

## Support and Supervision

1. There is a wealth of experience in the group. Just ask.
2. The sessions are actively supervised. Advice may be given on techniques and / or safety. Please do not be offended.

## Health and Safety

- Breaks, Rest & Wellbeing
- Accidents, injuries, near misses & First Aid and reporting

## Insurance

Public liability, employers' liability.

## Policies

1. Working with Children and vulnerable People.
2. Data Protection
3. Biosecurity
4. Financial
5. Equality and diversity.
6. Disciplinary

## Version history.

Revision	Date	Authors	Description
1.0	17/11/03	GB	Document created.
1.1	18/02/15	GB	Some rewording and augmentation.