

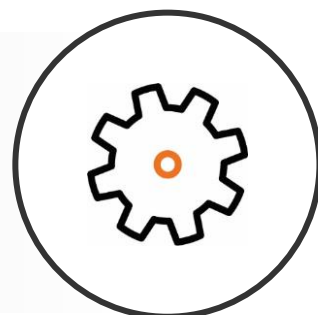


The world-leading
Wood pellet certification

ENplus® Procedural Document

*ENplus® certification scheme
fees*

ENplus® PD UK 2006, first edition



Valid in the United Kingdom

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Foreword

The UK Pellet Council (UKPC) is the National Licensor for the ENplus® Quality Scheme in the United Kingdom.

The European Pellet Council (EPC), founded in 2010 and a network of Bioenergy Europe AISBL, is an umbrella organisation that represents the interests of the European wood pellet sector. Its members are national pellet-, or pellet-related associations from numerous countries in and outside of Europe. The EPC provides a platform for the pellet sector to discuss issues that must be managed in the transition from a niche product to a major energy commodity. These issues include standardisation and certification of pellet quality, safety, security of supply, education and training, and pellet quality measuring devices.

Deutsches Pelletinstitut GmbH (German Pellet Institute) (**DEPI**) was founded in 2008 as a subsidiary of Deutscher Energieholz- und Pellet-Verband e. V. (German Wood Fuel and Pellet Association) (DEPV), and provides a communication platform and competence centre for topics related to heating with wood pellets. In 2010, **DEPI** created, in cooperation with German Biomass Research Center Leipzig (DBFZ) and proPellets Austria, the ENplus® scheme. In 2011, the trademark rights for all countries, except Germany, transferred to the EPC.

Today, the EPC is the governing body for the ENplus® quality certification scheme for all countries except Germany, which is governed by **DEPI**.

This document replaces the ENplus® Handbook, version 3.0 and comes into force on 1 January 2023. For companies with contracts signed before 1 January 2023, the fees defined in this document will apply as of 1 January 2023.

For new companies signing a contract after 1 January 2023, the fees defined in this document will apply as of 1 January 2023.

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Introduction

The key objective of the ENplus® scheme is to manage an ambitious certification scheme that thrives for consistent, high quality wood pellets. The **ENplus® logo** allows pellet quality to be communicated to customers and consumers in a transparent and verifiable way.

Wood pellets are a renewable fuel produced primarily from sawmill residues. Wood pellets are used as a fuel for residential heating systems as well as for industrial burners. They are a refined fuel that can be damaged during handling. Due to this, quality management is a necessity and should cover the entirety of the supply chain, from the choice of raw material to the final delivery to the end-user.

The ENplus® scheme covers technical properties of pellets, quality management related to the properties of the pellets, and customer satisfaction within the entire supply chain, from pellet production to end use.

The ENplus® scheme is primarily focused on the domestic and commercial heating sector, but the ENplus® certification is also available to all other actors within the pellet industry.

Open, transparent and **consensus**-based participation of materially affected **stakeholders** at international as well as national levels is an essential element in the development of the ENplus® scheme.

This document is based on ISO/IEC Guide 59 as well as it respects the contractual agreement between Bioenergy Europe/EPC and **DEPI** that is the founder of the ENplus® scheme.

The term 'shall' is used throughout this document to indicate those provisions that are mandatory. The term 'should' is used to indicate those provisions which, although not mandatory, are expected to be adopted and implemented. The term 'may' is used throughout to indicate those permission(s) which are expressed within this document. The term 'can' refers to both the ability of a user or to a possibility open to the user as stated within this document.

The terms written in bold characters are defined in the chapter 3. Terms and Definitions.

1. Scope

1.1 This document specifies the fees that are collected by the **UK Pellet Council** as **ENplus® National Licensor** in the United Kingdom, specifically fees for ENplus® certified **companies** to be paid to the **UK Pellet Council** to grant the right to use the **ENplus® trademarks**.

1.2 The ENplus® trademark(s) usage fees (see ENplus® Trademark(s) Usage Fees) that are defined within this document apply to ENplus® certified **companies**:

- a) with a registered office inside the United Kingdom
- b) with an ENplus® trademark license issued directly by the **UK Pellet Council**

NOTE: In case of a **multisite company**, the location of the central office determines the applicability of the ENplus® trademark usage fees.



2. Normative References

The following referenced documents are essential to the application of this document as defined in the specific requirements. For dated references, only the relevant edition applies and for undated references, the latest edition of the referenced document (including any amendment) applies.

ENplus® ST 1002, *Requirements for certification and testing bodies operating ENplus® certification*

ENplus® PD 2002, *Complaints and appeal procedures*

ENplus® PD 2003, *Issuance of permissions for the use of the ENplus® trademarks*

ENplus® PD 2004, *ENplus® listing of certification and testing bodies*

ENplus® PD 2005, *Governance of the ENplus® certification scheme*

3. Terms and Definitions

3.1 bagged pellets

Pellets in a packaging unit that protect the pellets from quality degradation with a filling weight between 5 kg and 50 kg.

NOTE 1: A plastic bag is a typical example of a packaging unit for **bagged pellets**.

NOTE 2: Requirements for usage of the ENplus® bag design are defined in ENplus® ST 1003.

3.2 big bag

A flexible intermediate bulk container (FIBC) made of flexible fabric that is designed for storing and transporting **bulk pellets** with a typical capacity of 1,500L. A delivery of pellets in **big bags** is considered a delivery of **bulk pellets**.

NOTE 1: A **big bag** can be sealed or unsealed.

NOTE 2: Delivery of pellets in **big bags** is considered as a **large-scale delivery**.

3.3 bulk pellets

Pellets other than **bagged pellets** produced, stored, handled, or transported loose.

NOTE: **Bulk pellets** also includes pellets in **big bags**.

3.4 company

An entity that implements the requirements of ENplus® ST 1001.

3.5 consensus

General agreement characterised by the absence of sustained opposition to substantial issues by any important part of the concerned interest and by a process that involves seeking to take into account the views of all parties concerned and to reconcile any conflicting arguments.

NOTE: A **consensus** need not imply unanimity [ISO/IEC Guide 2].

3.6 DEPI

DEPI (Deutsches Pelletinstitut GmbH) is ENplus® governing body for Germany, certification body responsible for all certification activities within Germany and acts as inspection body within Germany.

3.7 ENplus® certification body

A body that is recognised to perform certification within the ENplus® certification scheme.

3.8 ENplus® certification seal

A distinctive graphic consisting of the **ENplus® logo** and unique **ENplus® ID**.

NOTE: The use of the **ENplus® certification seal** is described in ENplus® ST 1003.

3.9 ENplus® ID

Unique alfa-numerical code issued by the relevant **ENplus® scheme management** to every ENplus® certified **company**.

NOTE: The use of the **ENplus® ID** is described in ENplus® ST 1003.

3.10 ENplus® International Management

Bioenergy Europe AISBL represented by the European Pellet Council (EPC), is the governing body of the ENplus® certification scheme with overall responsibility for the management of the ENplus® scheme outside Germany.

3.11 ENplus® logo

A distinctive graphic design that is a registered trademarked material and that is also part of the **ENplus® certification seal**, **ENplus® quality seal** and of the **ENplus® service sign** along with the **ENplus® ID**.

NOTE: The use of the **ENplus® logo** is described in ENplus® ST 1003.

3.12 ENplus® National Licenser (UK Pellet Council)

A governing body of the ENplus® certification scheme appointed by **ENplus® International Management** to manage the ENplus® scheme within a specific country. In the case of the United Kingdom the **ENplus® National Licenser** is the **UK Pellet Council**

3.13 ENplus® quality class logo

A distinctive graphic referring to the ENplus® quality classes.

NOTE: The use of the **ENplus® quality class logo** is described in ENplus® ST 1003.

3.14 ENplus® quality seal

A distinctive graphic referring to the ENplus® quality classes consisting of the **ENplus® logo**, **ENplus® quality class logo** and unique **ENplus® ID**.

NOTE: The use of the **ENplus® quality seal** is described in ENplus® ST 1003.

3.15 ENplus® scheme management

A governing body of the ENplus® certification scheme that is either **ENplus® International Management**, an **ENplus® National Licenser**, or **DEPI** operating within their respective regions.

NOTE: Contact details for the **ENplus® scheme management** are available by country on the **official ENplus® website**.

3.16 ENplus® service sign

A distinctive graphic issued by the relevant **ENplus® scheme management** to every ENplus® certified **service provider** that includes the ENplus® **service provider logo** and the **ENplus® ID**.

NOTE: The use of the **ENplus® service sign** is described in ENplus® ST 1003.

3.17 ENplus® testing body

A body that is recognised to perform testing within the ENplus® certification scheme.

[source: modified from ISO 17020]

3.18 ENplus® trademarks

ENplus® copyright and trademark protected material (ENplus® figurative marks and wordmarks) that refers to the quality of pellets according to the ENplus® certification scheme.

3.19 large-scale delivery

A delivery of **bulk pellets** to a customer other than the **small-scale delivery**.

NOTE: Examples of **large-scale delivery**: a delivery of a complete truck load to one end-user above 20 tonnes, a delivery to a **trader**, a delivery by trains or vessels, a delivery of **big bags**.

3.20 multisite company

An organisation which is identified in having a central function relating to pellet production or trade (normally and hereafter referred to as a 'central office'). Here certain activities relating to quality management are planned, controlled, and managed within a network of local offices or branches (sites) at which such activities are fully or partially carried out.

NOTE 1: Typical cases of a **multisite company** are:

- a) a **producer** with a network of production sites, storage sites, delivery trucks, and/or sales offices that are a part of a single legal entity or are separate legal entities but with the managerial control by the legal entity of the **producer**.
- b) a **trader** with a network of other **traders** with or without delivery trucks, storage sites, or/and sales organisations that are a part of a single legal entity or are separate legal entities but with the managerial control by the legal entity of the certified **trader**.
- c) a **company** outsourcing activities to a **service provider** without a valid ENplus® certification.

NOTE 2: Eligibility criteria applicable to a **multisite company** are defined in ENplus® ST 1001, chapter 4.

3.21 official ENplus® website

The official website of the ENplus® scheme managed by the **ENplus® International Management** (www.enplus-pellets.eu) for all countries except Germany and by **DEPI** (www.enplus-pellets.de) for Germany.

3.22 producer

A **company** producing wood pellets.

NOTE: A **producer** trading its own pellets through **large-scale delivery** is not considered a **trader**. A **producer** is considered a **trader** where its trading activities include **small-scale delivery**, or trades pellets procured from other **companies**.

3.23 service provider

A **company** offering the following services without having ownership over the pellets.

- a) bagging of pellets;
- b) **small-scale delivery** of pellets;
- c) storage of **bulk pellets** in a facility from which the pellets are delivered to the end-users.

NOTE: The **producer** or **trader** can also become a **service provider** for another **company** where they do not have ownership over the pellets and conduct activities defined above.

3.24 small-scale delivery

A delivery of **bulk pellets** to an end-user that does not exceed 20 tonnes. This excludes deliveries of pellets in **big bags** and **vending machines**.

NOTE: A typical example of a **small-scale delivery** is a delivery of pellets to more end-users (households) along a single route (multi-drop).

3.25 stakeholder

A person, group, or organisation with an interest in the subject of the standardisation.

3.26 standard

A document established by **consensus** and approved by a recognised body that provides, for common and repeated use, rules, guidelines or characteristics for activities or their results, aimed at the achievement of the optimum degree or order in a given context.

NOTE: **Standards** should be based on the consolidated results of science, technology, and experience, and aimed at the promotion of optimum benefits [ISO/IEC Guide 2].

3.27 trader

A **company** trading wood pellets. It can include the storage and / or delivery of pellets.

NOTE: The term "**trader**" also covers the term "**producer**" where the **producer's** trading activities include **small-scale delivery** or trades pellets procured from other **companies**.

3.28 vending machine

A self-service machine for the supply of small-scale quantities of **bulk pellets** to end-users.

NOTE: Self-service machines for the collection of pellets by **traders**, **service providers** or subcontractors are not **vending machines** in terms of this **standard**.

4. ENplus® Trademark(s) Usage Fees

The ENplus® trademark usage fees defined in this document shall be paid by the ENplus® certified **producers, traders, and service providers** based on the ENplus® trademark license that has been issued by the **UK Pellet Council** in compliance with ENplus® ST 1003 and ENplus® PD 2003. The annual ENplus® trademark usage fee is calculated as either the ENplus® Minimum Fee or the ENplus® Volume Fee – whichever is the greater amount – as shown in **Table 1**.

● **Table 1**

ENplus® trademark usage fee (charged by the UK Pellet Council)

| Company | ENplus® Minimum Fee / per year | ENplus® Volume Fee / per year |
|-------------------------|--------------------------------|-------------------------------|
| Producer | £200.00 plus VAT | £0.12 per tonne plus VAT |
| Trader | £200.00 plus VAT | £0.12 per tonne plus VAT |
| Service Provider | £750.00 plus VAT | |

NOTE 1: **Producer:** The license fee is £0.12 per tonne plus VAT of all produced pellets (**bulk pellets** and **bagged pellets**) that are complying with the requirements of ENplus® A1, ENplus® A2 and ENplus® B quality classes. This is regardless of whether they are sold as ENplus® pellets or not. Pellets sold to power plants, or for animal bedding are excluded from license payments under this scheme provided that they have not been sold as ENplus® pellets. The excluded amount is subject to approval by the **UK Pellet Council**.

NOTE 2: Both **producer** and **trader** fees apply to those **companies** who possess both the **producer** and **trader** certifications. The **trader** fee, in this case, applies only to the volume of ENplus® certified pellets that have been procured from other sources and/or for ENplus® certified pellets that have been sold as '**small-scale delivery**'. The £200.00 plus VAT minimum fee applies to both the **producer** and the **trader**.

NOTE 3: **Trader:** The license fee is £0.12 per tonne plus VAT of all pellets (**bulk pellets** and **bagged pellets**) procured as ENplus® A1, ENplus® A2 and ENplus® B quality classes. Pellets sold to power plants, or for animal bedding are excluded from license payments under this scheme provided that they have not been sold as ENplus® pellets. The excluded amount is subject to approval by the **UK Pellet Council**.

NOTE 4: The fee for the first year of certification is based on the projected figures for the rest of the year. The fees for the following years will be based on the projected figure of the current year plus an adjustment (could be a positive or a negative value) made of the difference between the projected figures and the actual figure of the previous year. Each year will be subject to the minimum fee if the projected figures or the adjusted figures result in a fee below the minimum fee.

NOTE 5: In case of a **multisite company** with the **producer** certificate, the volume of produced ENplus® certified pellets is calculated as the sum volume of pellets of all production sites that are covered by the ENplus® certificate regardless of whether they are sold as ENplus® pellets or not
In case of a **multisite company** with the **trader** certificate, the volume of sold ENplus® certified pellets is calculated as the sum volume of pellets of all sites that are covered by the ENplus® certificate regardless of whether they are sold as ENplus® pellets or not.

NOTE 6: The ENplus® trademarks usage fee does not cover certification costs that are paid directly to the **ENplus® certification body**.



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