This form is designed to collect the key information needed to process your application for assessment of equivalence of a standard or scheme to the benchmarks defined in the relevant RHI regulations, to enable us to determine the work required to complete the assessment and to produce a recommendation and to provide you with a costed proposal.

When you have completed the form it should be sent together with the supporting information (see Application Checklist on p3 of this form) to: [uk.ndrhi.equivalencescheme@kiwa.com](mailto:uk.ndrhi.equivalencescheme@kiwa.com) or by post to NDRHI Scheme Equivalence Admin Team, Kiwa Ltd, Kiwa House, Malvern View Business Park, Stella Way, Bishops Cleeve, Cheltenham GL52 7DQ.

The declaration at the end of the form may be signed either physically or digitally. Electronic submission of the form from the Applicant’s company email address also constitutes acceptance by the entity making the submission of the terms set out in this document.

The Applicant is the organisation that will be in contract with Kiwa Ltd and to whom the outcome of the assessment will be provided. Please be aware that the name and address will be used as submitted in any documentation or publication of any kind which shows the outcome of the assessment.

**Applicant Details**

|  |  |  |
| --- | --- | --- |
| Registered business name |  | |
| Trading name |  | |
| Trading address |  | |
| Town/City |  | |
| Postcode |  | |
| Country |  | |
| Website |  | |
| Contact details this does not have to be the person with the authority to sign the application | Primary contact person | Secondary contact person |
| Name |  |  |
| Position |  |  |
| Phone number |  |  |
| Mobile number |  |  |
| Email address |  |  |

**Equivalence Type**

Please indicate which standard or scheme is being presented for an assessment of equivalence:

|  |  |  |
| --- | --- | --- |
| **Fuel - standards** | Wood pellets – equivalent to ENplus A1 quality standard |  |
|  | Wood fuel – equivalent to standards for Woodsure for the following types: |  |
|  | Fire wood |  |
|  | Wood chip |  |
|  | Hog |  |
|  | Briquettes |  |
| **Fuel - scheme** | Equivalent to the ENplus™ Scheme |  |
|  | Equivalent to Woodsure Certification Scheme for: |  |
|  | Fire wood |  |
|  | Wood chip |  |
|  | Hog |  |
|  | Briquettes |  |
|  | Pellets produced |  |
|  | Pellets traded |  |
| **Maintenance - standard** | Equivalent to MCS 040 standard |  |
| **Maintenance - scheme** | Equivalent to MCS scheme as delivered by HETAS |  |

|  |
| --- |
| Please provide a short description of the standard(s) and or scheme(s) that you have included in this application. This should include a summary of how the standard or scheme is intended to achieve equivalence to the benchmarks set in the regulations. Any scheme or standard should have unique name which can be used to identify it unambiguously. These shall be stated explicitly here. |
|  |

**For standards:**

|  |  |  |
| --- | --- | --- |
|  | **The following documents IN ENGLISH, should accompany the application form:** |  |
| 1 | Evidence of completion of a public consultation about any proposed standard for woodfuel quality or biomass boiler maintenance. | ☐ |
| 2 | Evidence of the existence of operation of an independent accreditation | ☐ |
| 3 | Scope and definition of any proposed standard for: |  |
|  | woodfuel quality | ☐ |
|  | biomass boiler maintenance | ☐ |
| 4 | Standards management systems and procedures for: |  |
| 5 | woodfuel quality standard | ☐ |
| 6 | biomass boiler maintenance standard | ☐ |
| 7 | For woodfuel standards – evidence that the requirements for the Biomass Suppliers List will be met | ☐ |

**For schemes:**

|  |  |  |
| --- | --- | --- |
|  | **The following documents IN ENGLISH, should accompany the application form:** |  |
| 1 | Evidence of completion of a public consultation about any proposed woodfuel quality or biomass boiler maintenance scheme | ☐ |
| 2 | Evidence of the existence of operation of an independent accreditation | ☐ |
| 3 | Scope and rules of any proposed scheme for: |  |
|  | woodfuel quality | ☐ |
|  | biomass boiler maintenance | ☐ |
| 4 | Scheme procedures of any proposed scheme for: |  |
| 5 | woodfuel quality | ☐ |
| 6 | biomass boiler maintenance | ☐ |
| 7 | For woodfuel standards – evidence that the requirements for the Biomass Suppliers List will be met | ☐ |

**Declaration**

I hereby apply for the standard(s) and or scheme(s) [delete as appropriate] indentified on the attached pages to be assessed against the equivalence criteria for standards and or schemes relating to the NDRHI.

I have read and agree to the requirements as set out above and in the Kiwa Rules for equivalence assessment for fuel certification schemes and maintenance schemes for NDRHI, which I understand require:

* Any relevant standard(s) must satisfy the equivalence requirements of the relevant activity.
* Development of and ownership of any equivalent standard must be independent from any scheme owner or certification body which may use that standard
* Any scheme(s) must satisfy the equivalence requirements of the relevant activity.
* Any Scheme Owner shall have formal arrangements with any certification body that they license to operate the scheme ensuring that the necessary procedures and practices for the scheme are documented, and control mechanisms are in place to ensure compliance with the scheme rules.

|  |  |
| --- | --- |
| Name: |  |
| Position: |  |
| Signature |  |
| Date: | Click here to enter a date. |