

# Biosecure Procurement Requirement Exception Form

## Advice to Customers

All applications under England Woodland Creation offer (EWCO), Tree Health Pilot, Local Authority Treescapes Fund (LATF), Urban Tree Challenge Fund (UTCF) and HS2 Woodland Fund are subject to the Biosecure Procurement Requirement. This means that to be eligible for support under these grants you must source your plants from suppliers who can provide evidence that they meet the requirements set out in the Plant Health Management Standard, available at <https://planthealthy.org.uk/>. Please see the relevant grant manual for more details.

If you are not purchasing your trees from a commercial supplier, an exception to this requirement may be possible. This form is to be used by applicants, agreement holders and their agents to apply for this exception.

You must wait for the exception to be approved by the Forestry Commission in writing prior to sourcing the trees, to ensure your claims will be valid. We recommend exceptions are requested when you make your grant application.

Please note that exceptions can only be applied for by the main applicant or by an agent identified as having authority to make applications on the Agent Authority Form.

## Section 1 – Customer details

Grant applied for:			
Reference ( <i>if known</i> ):			
Property name:			
Grant status:	Application		
	Agreement		
Forename(s):		Surname:	
Telephone no:		Email:	
Single Business Identifier (SBI):			

## Section 2 – Exception request details

Please state the species and number of trees you are requesting the exception for (please use one row for each species):

Species	Number of trees	Is this all the trees of that species in your application/agreement?	
		Yes	No
		Yes	No
		Yes	No
		Yes	No
		Yes	No
		Yes	No
		Yes	No
		Yes	No
		Yes	No
		Yes	No
		Yes	No

Please provide a summary of how and where your trees were sourced, and the biosecurity measures that were in place to reduce the risks to those trees from diseases and insect pests (max. 250 words).

See Forest Research’s pest and disease resources for usual information on control measures: <https://www.forestresearch.gov.uk/tools-and-resources/fthr/pest-and-disease-resources/>

<b>Sourcing summary</b>

## Section 3 – Declaration

**I confirm that I have read and understood the guidance and rules relating to the England Woodland Creation Offer and that the information provided in this exemption form is complete and accurate.**

Signature:

Print name:

Date:

Your completed exemption form can be sent to:

- [EWCO@forestrycommission.gov.uk](mailto:EWCO@forestrycommission.gov.uk)
- [thpilotenquiries@forestrycommission.gov.uk](mailto:thpilotenquiries@forestrycommission.gov.uk)
- [LATF@forestrycommission.gov.uk](mailto:LATF@forestrycommission.gov.uk).
- [utcf@forestrycommission.gov.uk](mailto:utcf@forestrycommission.gov.uk)
- [hs2woodlandfund@forestrycommission.gov.uk](mailto:hs2woodlandfund@forestrycommission.gov.uk)

Hard copies should be sent to:

*Grant Name - e.g., England Woodland Creation Offer - EWCO*  
Forestry Commission National Office  
620 Bristol Business Park,  
Coldharbour Lane, Bristol, BS16 1EJ

**For FC use only**

Date received:		
Exception request outcome:	Approved:	
	Rejected:	
Justification for outcome:		
Incentives Development Manager name:		
Outcome date:		