

NEPCon Evaluation of GOLHU Borisovski experimental leshoz Compliance with the SBP Framework: Public Summary Report

Main (Initial) Audit

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Completed in accordance with the CB Public Summary Report Template Version 1.4

*For further information on the SBP Framework and to view the full set of documentation see
www.sbp-cert.org*

Document history

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1 Overview

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Primary contact for SBP: Ondrej Tarabus otarabus@nepcon.org, +420 606 730 382

Current report completion date: 01/Jun/2020

Report authors: : Siarhei Minkevich

Name of the Company: GOLHU Borisovski experimental leshoz; Production site address: 222127, Sovetskaya str., 1a, Nemanitsa village, Borisov district, Minsk region, Republic of Belarus. Central office address: 222514, Lopatina str., 205 a, Borisov town, Minsk region, Republic of Belarus

Company contact for SBP: Anton Yukhnevich, Quality engineer. Mob.: +375291326422; Email: borisovleshoz@mail.ru

Certified Supply Base: GOLHU Borisovski experimental leshoz of the Republic of Belarus

SBP Certificate Code: SBP-08-04

Date of certificate issue: 01/Jun/2020

Date of certificate expiry: 31/May/2025

This report relates to the Main (Initial) Audit

2 Scope of the evaluation and SBP certificate

Scope of certificate includes production of wood pellets for use in energy production and its transportation by different means of transport to different end points in Belarus. The scope of the certificate does not include Supply Base Evaluation. The scope of the certificate includes communication of Dynamic Batch Sustainability Data.

3 Specific objective

The specific objective of this evaluation was to confirm that the Biomass Producer's management system is capable of ensuring that all requirements of specified SBP Standards are implemented across the entire scope of certification.

The scope of the evaluation covered:

- Review of the BP's management procedures;
- Review of the production processes, production site visit;
- Review of FSC system control points, analysis of the existing FSC CoC system;
- Interviews with responsible staff;
- Review of the records, calculations and conversion coefficients;
- GHG data collection analysis and assessment of compliance with ID 5E ver. 1.0.

4 SBP Standards utilised

4.1 SBP Standards utilised

Please select all SBP Standards used during this evaluation. All Standards can be accessed and downloaded from <https://sbp-cert.org/documents/standards-documents/standards>

- ☐ SBP Framework Standard 1: Feedstock Compliance Standard (Version 1.0, 26 March 2015)
- ☒ SBP Framework Standard 2: Verification of SBP-compliant Feedstock (Version 1.0, 26 March 2015)
- ☒ SBP Framework Standard 4: Chain of Custody (Version 1.0, 26 March 2015)
- ☒ SBP Framework Standard 5: Collection and Communication of Data (Version 1.0, 26 March 2015)

4.2 SBP-endorsed Regional Risk Assessment

Not applicable

5 Description of Company, Supply Base and Forest Management

5.1 Description of Company

GOLHU Borisovski experimental leshoz is a state forest management institution who manages state forests. The area of the forest fund managed by the GOLHU Borisovski experimental leshoz of Minsk State Forestry Board is 150.8 thousand ha, including 137.6 thousand ha covered by forest.

In April 2020 the construction of a new pellet plant was finished at the same production site where sawmill of Organisation already works. Newly constructed pellet plant uses Organisation's sawmill residues: sawdust and chips. The feedstock for chips production is slabs and edgings from the sawmilling. The production capacity is 30000 tone pellets/year. GOLHU Borisovski experimental leshoz (biomass producer, BP) is one of the oldest and biggest forest management institution in Belarus, has more than 600 staff members. The BP holds valid FSC FM/CoC certificate covering round wood, firewood, sawmill and biomass products, and for biomass production uses FSC 100%-certified secondary feedstock. All feedstock is from organisation's own sawmill plant, the round wood for sawmill production comes from the forest of GOLHU Borisovski experimental leshoz (wood is not purchased from external suppliers). Feedstock is moved from sawmill to production site of pellet plant by frontal loader of the organisation. Biomass is delivered to the customer by means of railway service (railway wagons). Occasionally the deliveries can be made by the trucks (however it is not common mean of deliveries for export, but more typical transport for the internal market).

5.2 Description of Company's Supply Base

GOLHU Borisovski experimental leshoz is a state forestry institution that manages the forest fund and has its own sawmill plant, and since 2020, a new production of fuel wood pellets. The production of fuel wood pellets is located at the sawmill site in the village of Nemanitsa, Borisovsky District, Minsk Region, Republic of Belarus. For the production of SBP-compliant biomass, the GOLHU Borisovski experimental leshoz uses only SBP-compliant Secondary Feedstock (sawdust and wood chips obtained by chopping up wood waste residuals from its own sawmill (slabs and edgings). Raw materials to the sawmill plant come only from its own forest fund of GOLHU Borisov Experimental Forestry, all wood raw materials have FSC 100% claim.

As the Supply Base, the GOLHU Borisovski experimental leshoz has got the area of its own forest fund of the GOLHU Borisovski experimental leshoz, since the area and structure of the forest fund make it possible to fully supply raw materials for its own sawmill plant, including a sawmill and pellet production.

All forestry operations are based on the data of the forest management plan, which was compiled for the period 10 years and is subject to revision every 10 years in the process of basic forest management inventory by employees of RUE "Belgosles". The volume and structure of designated forestry activities and final cutting is regulated in the materials of the forest management plan. Plant species included in CITES or IUCN Lists do not grow on the territory of GOLHU Borisovski experimental leshoz. The forest inventory plan (valid until 2026)

has been expertised both within the Ministry of Forestry and other organizations, including divisions of the Ministry of Natural Resources and Environmental Protection, etc.

Thus, the supply base is the forest fund GOLHU Borisovski experimental leshoz and is located in the north-eastern part of the Minsk region on the territory of the Borisov administrative region. The area of the forest fund managed by the GOLHU Borisovski experimental leshoz of Minsk State Forestry Board is 150.8 thousand ha, including 137.6 thousand ha covered by forest. The leshoz has 17 forestries, sawmill plant Nemanitsa, and a forest nursery. The number of employees in the leshoz is more than 600 people.

Table - Distribution of forest area GOLHU Borisovski experimental leshoz in accordance with their environmental, economic and social significance

Total area, ha	Distribution of forests depending on their functions			
	environmental forests	recreational forests	protective forests	Forests of commercial use
150808.0	18003,7	6353,0	31621,5	94829,8

Coniferous forests dominate in the forest fund, including pine and spruce stands, birch, alder, aspen, and oak plantations also grow in the forest fund, forests of hardwood species (oak, ash, maple, elm) are less represented. The average age of forest stands is 55 years. The total growing stock of ripening and ripe forest stands is 16094.5 thousand m³. The estimated harvesting volume for the leshoz is 333.0 thousand m³.

On the territory of the forest fund there are specially protected natural territories for which there are relevant conservation documents issued in accordance with the national legislation. The protection regime of these forest territories is set in accordance with the requirements of the security documents.

Forest certification is an effective tool to combat illegal logging and timber trafficking. The forest management system and supply chain of the GOLHU Borisovski experimental leshoz is certified according to the requirements of the international Forest Stewardship Council (FSC) scheme, as well as the requirements of the international PEFC scheme.

5.3 Detailed description of Supply Base

Total Supply Base area (ha):	150808.0 ha
Tenure by type (ha):	150808.0 ha (state owned)
Forest by type (ha):	temperate 150808.0 ha
Forest by management type (ha):	managed natural 150808.0 ha
Certified forest by scheme (ha):	150808.0 ha FSC-certified forest 150808.0 ha PEFC certified forest

Detailed information about BP's supply base may be found in their Supply Base Report available in Internet at <http://borisovleshoz.by/ru/sertifikatsiya/sertifikatsiya-sbp> and will be uploaded to SBP website in company profile as SBP certificate holder.

5.4 Chain of Custody system

BP holds valid FSC CoC certificate <https://info.fsc.org/details.php?id=a023300000aye4YAAQ&type=certificate> (NC-FM/COC-025931) covering logging, also primary (round timber sawmill processing) as well as secondary (chips and pellets production) wood processing. Secondary feedstock (sawdust, chips) with FSC 100% claim will be used for pellet production and FSC transfer system of claims is implemented (all pellets have FSC 100% claim). Depending on the market situation and demand, some amount of biomass can also be produced from primary feedstock in the future (chips that can be produced from round firewood outside the pellet plant site, but for the moment of assessment the organisation has enough secondary feedstock as the sawmill plant recently has got new production sawmill lines). No need in physical segregation of wood material as all material is both FSC and PEFC certified.

6 Evaluation process

6.1 Timing of evaluation activities

Onsite assessment was conducted on May 08, 2020 (app. 7 working hours). Assessment activities included documents review at office, inspection of production facilities and staff interviews.

Activity	Location	Date/time
Opening meeting	Office	08/05/2020 08.30-08.45
Chain of custody review (site tour); staff interview; document review	Production facilities	08/05/2020 08.45-10.45
Documents and procedures review (feedstock inputs, SBR, CoC control system and critical points, compliance with legal requirements, H&S), staff interview.	Office	08/05/2020 10.45-13.00
Documents and procedures review (SAR and energy use primary data); staff interview	Office	08/05/2020 14.00-16.45
Closing meeting	Office	08/05/2020 16.45-17.10

6.2 Description of evaluation activities

Composition of audit team:

Auditor(s), roles	Qualifications
Siarhei Minkevich, SBP auditor	NEPCon SBP lead auditor, FSC FM/COC and FSC CoC/CW lead auditor. He has successfully passed SBP lead auditor training in Germany in September 2019 and participated in several SBP assessments in Belarus and Lithuania.

The evaluation visit was focused on management system evaluation: division of the responsibilities, document and system, input material classification (reception and registration), analysis of the existing FSC system and FSC system control points as well as GHG data availability.

Description of the audit evaluation:

All SBP related documentation connected to the SBP as well as FSC CoC system of the organisation, including SBP Procedure, SAR and GHG data calculations, Supply Base Report and FSC system description was provided by the company in the beginning of the assessment, which started with an opening meeting attended by the representatives from Organisation's management and staff.

Auditor provided information about audit plan, methodology, auditor qualification, confidentiality issues, and assessment methodology and clarified certification scope. During the opening meeting the auditor explained CB's approval related issues.

A roundtrip around BP's pellet production was undertaken. During the site tour, applicable records and documents were reviewed, staff was interviewed and FSC system critical control points were analysed.

After that auditor went through all applicable requirements of the SBP standards nr. 2, 4, 5 and instruction document 5E covering input clarification, existing chain of custody system, management system, CoC, recordkeeping/mass balance requirements, emission and energy data and categorisation of input and verification of SBP-compliant biomass. During the process, overall responsible person for SBP system and other staff were interviewed.

At the end of the audit, findings were summarised, and audit conclusions based on use of 3 angle evaluation method were provided to the management and SBP responsible person.

Impartiality commitment: NEPCon commits to using impartial auditors and our clients are encouraged to inform NEPCon management if violations of this are noted. Please see our Impartiality Policy here: <http://www.nepcon.org/impartiality-policy>

6.3 Process for consultation with stakeholders

The stakeholder consultation was carried out on April 03, 2020 by sending direct email to different stakeholder categories (more than 120 recipients). No comments from the stakeholders have been received. List of informed stakeholders includes such groups of stakeholders as FSC National Initiative, environmental and social NGOs, FSC-certified companies in the region, scientific and educational entities, state forestry authorities, trade unions etc.

7 Results

7.1 Main strengths and weaknesses

Strengths: use of the FSC transfer system; FSC 100% secondary feedstock is sourced. Effective recordkeeping system. Well structured management staff (divisions and departments, etc) and clearly designated responsibilities within the staff members.

Weaknesses: please see minor NCR in section 10 below.

7.2 Rigour of Supply Base Evaluation

Not applicable.

7.3 Collection and Communication of Data

The following energy sources are used by BP: electricity for pellet production; biofuel for burner; diesel for feedstock handling; diesel for biomass handling (from production line to warehouse), shipping and transportation to customer. Diesel consumption value by vehicles used at pellet plant is based on calculation of fuel consumption per vehicle and data obtained in accountancy; electricity consumption value by pellet plant is based on invoices issued by electricity supplier on a monthly basis (and some experimental measurements that were undertaken by the organisation staff to clear out the value of electricity consumption specifically by the pellet plant (one meter for the sawmill plant as well as pellet production)).

7.4 Competency of involved personnel

Overall, BP staff showed good understanding of knowledge of all applicable SBP requirements. Several staff members are involved into SBP certification: chief engineer (SBP responsible person) (complaints, SBP procedures and systems updates, SAR data); quality engineer (responsible for SBP procedures updates, SAR), chief manager of the sawmill plant (including pellet production) (conversion factor updates, overall control of the production and material flows), manager of export sales (DTS), accountant of the sawmill plant (including pellet production) (accounting system, sales for internal market), head of forestry department (SBR), operators of pellet production (SAR data), engineer of energy (SAR data), master of the production (SAR data, overall control of pellet production, including H&S issues on daily basis), H&S engineer (H&S requirements), head of transport department (SAR data (fuel)). Prior to and during SBP assessment, BP was supported by external consultant, who also has provided relevant training to BP staff.

7.5 Stakeholder feedback

No comments received from stakeholders prior to, during or after this assessment.

7.6 Preconditions

None.

8 Review of Company's Risk Assessments

Not applicable

9 Review of Company's mitigation measures

Not applicable.

10 Non-conformities and observations

Identify all non-conformities and observations raised/closed during the evaluation (a tabular format below may be used here). Please use as many copies of the table as needed. For each, give details to include at least the following:

- applicable requirement(s)
- grading of the non-conformity (major or minor) or observation with supporting rationale
- timeframe for resolution of the non-conformity
- a statement as to whether the non-conformity is likely to impact upon the integrity of the affected SBP-certified products and the credibility of the SBP trademarks.

NC number 01/20	NC Grading: Minor / Незначительное несоответствие
Standard & Requirement:	SBP Instruction Document 5E V.1.1, 6.9.3 At least one of the following options shall be used for the drying process, where applicable: Option 1 – Specify energy use of dryer, when applicable. - If a heat meter is installed, calculate how much heat energy from the boiler is provided to the dryer and provide details of the calculation; - Specify heat consumption in kWh per metric tonne dried feedstock and the corresponding period for this evaluation. Option 2 – Specify input moisture content of feedstock. - The preferred method in 6.9.2 is the weighted average moisture content based on moisture evaluation per shipment for all Feedstock Group. - When measurement of moisture of incoming feedstock is not determined on receipt of feedstock, the moisture content shall be measured and recorded as soon as possible in the production process. For example, in the case of the receipt of logs, moisture should be measured after debarking and processing to chips. - In the absence of moisture monitoring as specified above, the methodology used and the values recorded shall be justified to the CB, and the justification shall be recorded in the SAR.
Description of Non-conformance and Related Evidence:	
The organization's office has data on the assessment of fuel pellet moisture (there are several measurement protocols made by an independent laboratory). There are several records for assessing the moisture content of incoming raw feedstock (wood chips). In general, an average moisture content of 40% (incoming feedstock) was obtained. Since wood chips are also used as biofuel, a similar moisture value was also indicated for wood chips for fuel. At the time of the assessment, the organization did not assess the moisture content of incoming another feedstock - sawdust. The audit showed that at the time of the assessment, the	

organization did not have a system in place to continuously evaluate the moisture content of raw materials of different categories and biofuel. The necessary equipment and devices in the organization are already available.

В офисе организации имеются данные по оценке влажности пеллет (имеются несколько протоколов измерений в независимой лаборатории). Имеются несколько записей по оценке влажности входящего сырья (щепы). В целом, было получено среднее значение влажности 40% (по входящему сырью). Так как в качестве биотоплива также используется древесная щепа, то аналогичное значение влажности было указано и для щепы для топлива. На момент оценки организация не выполняла оценку влажности другого входящего сырья – опилок. Проверка показала, что на момент оценки в организации не была налажена система постоянной оценки влажности сырья разных категорий и биотоплива. Необходимое оборудование и приборы в организации уже имеются.

Timeline for Conformance:	By the next surveillance audit, but no later than 12 months from report finalisation date До следующего ежегодного аудита, но не позднее 12 месяцев с даты утверждения отчета
Evidence Provided by Company to close NC:	-
Findings for Evaluation of Evidence:	-
NC Status:	Open

11 Certification decision

Based on the auditor's recommendation and the Certification Body's quality review, the following certification decision is taken:	
Certification decision:	Certification approved
Certification decision by (name of the person):	Nikolai Tochilov
Date of decision:	01/Jun/2020
Other comments:	<i>Click or tap here to enter text.</i>