



NEPCon OÜ Evaluation of GLHU Klichevski Ieshoz Compliance with the SBP Framework: Public Summary Report

First Surveillance Audit

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The promise of good biomass



Completed in accordance with the CB Public Summary Report Template Version 1.5

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

Certification Body (CB) Name:	NEPCon OÜ
Primary CB contact for SBP:	Ondrej Tarabus
Primary CB contact email:	otarabus@preferredbynature.org
Audit team leader:	Siarhei Minkevich
Audit team members:	Siarhei Minkevich
Name of the Company:	GLHU Klichevski Ieshoz
Company legal address:	Zarechnaya 20, Mogilev region, 213900 Klichev, Belarus
Company contact for SBP:	Ondrej Tarabus
Company contact email:	otarabus@preferredbynature.org
Company website:	N/A
SBP Certificate Code:	SBP-08-07
Date of certificate issue:	22 Jun 2020
Date of certificate expiry:	21 Jun 2025
Audit closing meeting date:	30 Jun 2021
Audit cycle:	First Surveillance Audit

2 Scope of the evaluation and SBP certificate

Scope Item	Check all that apply to the Certificate Scope	Change in scope (N/A for Assessments)
Primary Activity:	Biomass Producer	☐
Approved Standards:	SBP Standard 2: Verification of SBP-compliant Feedstock; SBP Standard 4: Chain of Custody; SBP Standard 5: Collection and Communication of Data Instruction; Instruction Document 5E: Collection and Communication of Energy and Carbon Data 1.4	☐
Includes Supply Base Evaluation (SBE):	No	☐
Includes communication of Dynamic Batch Sustainability Data (DBSD)	Yes	☐
Includes Group Scheme	No	☐
Products	Pellets	☐

Feedstock types:	Secondary	☐
Feedstock origin (countries):	Belarus	☐
SBP-endorsed Regional Risk Assessments used:	Not applicable	☐
Public link: https://sbp-cert.org/documents/standards-documents/risk-assessments/		☐
Chain of custody system implemented:	FSC: NC-FM/COC-017336	☐
	Transfer	☐

2.1 Description of the company

GLHU Klichevski leshoz is a state forest management institution who manages state forests. The area of the forest fund managed by the GLHU Klichevski leshoz of Mogilev State Forestry Board is 108.8 thousand ha, including 97.6 thousand ha covered by forest. In April 2020 the construction of a new pellet plant was finished at the same production site where sawmill plant of leshoz already works. Newly constructed pellet plant uses sawmill residues from their sawmill: chips (also sawdust is going to be used). The feedstock for chips production is slabs and edgings from the sawmill plant. The production capacity is 22800 tone pellets/year. GLHU Klichevski leshoz (biomass producer, BP) is one of the oldest and biggest forest management institution in Belarus, has more than 400 staff members. The BP holds valid FSC FM/CoC certificate covering round wood, firewood, sawmill and biomass products (sawmill products, chips, pellets), and for certified biomass production uses FSC 100%-certified secondary feedstock (chips from the own sawmill plant, edgings, also wet sawdust is used as well). All feedstock is from organisation's own sawmill plant, the round wood for sawmill production comes from the forest of GLHU Klichevski leshoz (wood is not purchased from external suppliers). Organisation has two sawmill sites. Feedstock is moved from the first sawmill site (it is at the same production site together with pellet mill) to production site of pellet plant by tractor. Frontal loader Amkador is used to feed the bunker of the pellet plant. Deliveries of chips from the second sawmill site is also made by organisation' transport (chips delivery truck). 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).

2.2 Detailed description of the Chain of Custody system

BP holds valid FSC CoC certificate

<https://info.fsc.org/details.php?id=a02f300000gK18WAAS&type=certificate> (NC-FM/COC-017336) covering logging, also primary (round timber sawmill processing) as well as secondary (chips and pellets production)

wood processing. Secondary feedstock (chips, edgings, sawdust) with FSC 100% claim is 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 but for the moment of the given audit the organisation has been using secondary feedstock only as there are enough feedstock in the reporting period (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. During the audit 2021 no NCRs were raised on the CoC procedure and performance of chain of custody system.

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. 1.4.

4 Evaluation process

4.1 Timing of evaluation activities

<i>Audit Level of Effort (LoE)</i>		
Activity	Auditors	Auditor hours
1. Preparation	Siarhei Minkevich	3,0
2. On-site (excl. travel time)	Siarhei Minkevich	9,0
3. Report writing	Siarhei Minkevich	11,5
4. Other	N/A	N/A

<i>Audit Schedule</i>			
Activity	Location	Auditor name	Date/time
<i>Opening meeting</i>	Office	Siarhei Minkevich	30 Jun 2021/08:45
<i>Documents and procedures review, staff interview</i>	Office	Siarhei Minkevich	30 Jun 2021/09:00
<i>Chain of custody review (site tour); staff interview; document review</i>	Production facilities	Siarhei Minkevich	30 Jun 2021/10:00

<i>Documents and procedures review, staff interview</i>	Office	Siarhei Minkevich	30 Jun 2021/15:00
<i>Closing meeting</i>	Office	Siarhei Minkevich	30 Jun 2021/16:30

Auditor qualification		
Auditor name	Role	Qualification
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.

4.2 Description of evaluation activities

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, auditors qualification, confidentiality issues, and assessment methodology and clarified certification scope. During the opening meeting the audit team leader explained CB's approval related issues.

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 audit special attention was paid to the following specific critical control points: reception, identification of material, segregation, volumes recording / accounting, conversion factor and sales. During the process, overall responsible person for SBP system and other staff were interviewed.

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

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.

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4.3 Sampling methodology

Sampling of documents. Interview with staff (all SBP responsible staff was interviewed). Onsite audit of production facilities

4.4 CB stakeholder engagement

The stakeholder consultation before assessment was carried out on 2020.2.13 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, indigenous peoples' communities (where applicable), state forestry authorities, trade unions etc.

4.5 Stakeholder feedback

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

5 Results

5.1 Main strengths and weaknesses

Strengths: 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: See chapter 11 Non-conformities and observations

5.2 Rigour of Supply Base Evaluation

Not applicable

5.3 Collection and communication of data

The following energy sources are used by BP: electricity for pellet production; biofuel for burner; diesel for feedstock handling; electrical forklift for biomass handling (from production line to warehouse), diesel for 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 data from automated internal electricity system and invoices issued by electricity supplier on a monthly basis.

5.4 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.

6 Review of company's risk assessments

6.1 Overview of company's risk assessments and mitigation measures

N/a

6.2 Specified risk indicators and mitigation measures

Country/Area	Indicator	Specified risk description	Mitigation measure
N/A	N/A	N/A	N/A

7 Non-conformities and observations

NC number NC-000462 (NC number 01/21)	NC Grading: Minor
Standard:	SBP Standard 2: Verification of SBP-compliant Feedstock
Requirement:	7.5 The SBR shall be updated at least annually (i.e. every 12 months).
Description of Non-conformance and Related Evidence:	
The organization has prepared Supply Base Report (SBR) 2021 which is publicly available on the SBP Audit Portal (SBP Audit Portal). The SBR 2020 version was used as a basis. However, the SBR was not fully updated, since the 2021 report contains incomplete or incorrect data, for example, the “Wood processing” table has inaccurate data (for example, data on processing in the Republic of Belarus 5.95 million m3 in 2020, 5.5 million m3 in 2019, 4.9 million m3 in 2018). The Supply Base Report (SBR) 2021 does not include data about the share of harvested wood used in the bioenergy sector.	
Timeline for Conformance:	By the next surveillance audit, but no later than 12 months from report finalisation date
Evidence Provided by Company to close NC:	pending
Findings for Evaluation of Evidence:	pending
NC Status:	Open

8 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):	Pilar Gorría
Date of decision:	06 Aug 2021
Other comments:	N/A