



NEPCon OÜ Evaluation of Yugum-Drev, Limited Liability Company, Chaussy Compliance with the SBP Framework: Public Summary Report

First Surveillance Audit

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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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Version 1.1: published 30 January 2018

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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:	Aliaksandr Zubkevich
Audit team members:	Aliaksandr Zubkevich
Name of the Company:	Yugum-Drev, Limited Liability Company, Chausy
Company legal address:	ul. Naberezhnaya 105, office 2, Mogilev region, Cherikovsky district, Veprinsky village council, 213533 Gronov, Belarus
Company contact for SBP:	Ondrej Tarabus
Company contact email:	otarabus@preferredbynature.org
Company website:	N/A
SBP Certificate Code:	SBP-07-86
Date of certificate issue:	09 Apr 2020
Date of certificate expiry:	08 Apr 2025
Audit closing meeting date:	15 Apr 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: Public link: https://sbp-cert.org/documents/standards-documents/risk-assessments/	Not applicable	☐
Chain of custody system implemented:	FSC: NC-COC-059690	☐
	Transfer	☐

2.1 Description of the company

«Yugum-Drev», LLC has sawmill and two pellet production plants. The office, accountant and all documents are in Gronovo village. This report covers pellet plant located in Chaussy city. The annual production capacity of pellet plant was is 3600 tones. The sawmill residues (sawdust) are used in pellet production as well as used for the drier. The BP source sawdust from two FSC certified external sawmills and 3 noncertified sawmills. About 81.5% of incoming raw materials are SBP-compliant secondary raw materials (FSC 100%), and about 18.5% are non-SBP-compliant secondary raw materials. All raw materials come from the Republic of Belarus. The BP implements FSC transfer system and produced biomass is sold with FSC 100% claim. Non certified feedstock is stored separately with sign “Not certified” and is segregated during all the production and storage processes and is sold as non-certified. The biomass is expected to be transported by rail to Belarusian/Latvian border, Bigosovo railway station as well as sold at factory gate. Pellet plant was commissioned in 2010.

2.2 Detailed description of the Chain of Custody system

BP implements FSC transfer system of claims. The input material used by the Organisation for biomass production contains only secondary feedstock - sawdust s for pellet production and for dryer. Secondary feedstock (sawdust) is sourced from external suppliers only. The BP sourced for FSC pellet production FSC 100% feedstock. The organization has the segregation system in place. Physical separation is implemented – FSC certified raw material is stored in special place and processed separately in time when production line is cleaned of non-certified product, final products are segregated also. Incoming sawdust reception register, and supplier list are maintained. All material is checked during the arrival and correctly recorded in the internal 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
- Assess compliance against Instruction Document 5E: Collection and Communication of Energy and Carbon Data, ver 1.4

4 Evaluation process

4.1 Timing of evaluation activities

<i>Audit Level of Effort (LoE)</i>		
<i>Activity</i>	<i>Auditors</i>	<i>Auditor hours</i>
1. Preparation	Aliaksandr Zubkevich	1,0
2. On-site (excl. travel time)	Aliaksandr Zubkevich	9,0
3. Report writing	Aliaksandr Zubkevich	8,0
4. Other	N/A	N/A

<i>Audit Schedule</i>			
<i>Activity</i>	<i>Location</i>	<i>Auditor name</i>	<i>Date/time</i>
<i>Opening meeting</i>	Borovlyany	Aliaksandr Zubkevich	13 Apr 2021/09:00
<i>Opening meeting</i>	Office in Gronov	Aliaksandr Zubkevich	15 Apr 2021/09:00
<i>Documents and procedures review</i>	Office in Gronov	Aliaksandr Zubkevich	15 Apr 2021/09:20
<i>Chain of custody review (site tour)</i>	Production facilities in Chaussy	Aliaksandr Zubkevich	15 Apr 2021/15:30

<i>Closing meeting</i>	Office in Gronov	Aliaksandr Zubkevich	15 Apr 2021/16:30
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Auditor qualification		
Auditor name	Role	Qualification
Aliaksandr Zubkevich	Lead auditor	Mr Aliaksandr Zubkevich has education of engineer-economist in timber industry. He had postgraduate study at the Belarusian State Technological University. A. Zubkevich has passed FSC CoC/ FM lead auditor training course, Legal Source, ISO 14001 and SBP training coursed. Previous experience in woodworking industry and SBP pre-assessment and assessments in Belarus.

4.2 Description of evaluation activities

Audit started 13.04.2021 in office in Borovlyany. The SBP manager has provided auditor with SAR, SBR was reviewed on audit portal.

Audit team leader introduced himself, 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.

Audit was continued in site Gronov. Audit started with short opening meeting. 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, 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. The auditor reviewed data registered in DTS. Chain of Custody implementation was reviewed focusing in the Critical Control Points, in particular it was verified reception of the material and it's classification, identification of feedstock origin, production process with the conversion factors associated, final product storage and sales (including DTS).

After a roundtrip around BP's pellet production was undertaken. Roundtrip was conducted via mobile phone of the master of pellet plant. During the site tour, staff was interviewed and FSC system critical control points were analysed.

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

4.3 Sampling methodology

During audit was visited office in village Borovlyany, office in village Gronov and production facilities in Chausy. In total five person were interviewed. Records for several months (waybill, invoices) of 2020 were checked

4.4 CB stakeholder engagement

Stakeholder consultation was not conducted for this audit

4.5 Stakeholder feedback

None

5 Results

5.1 Main strengths and weaknesses

Strengths: Use of the FSC transfer system. Effective recordkeeping system. Small number of the management staff and clearly designated responsibilities within the staff members.

Weaknesses: See NCR in section below of the report

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; diesel for feedstock handling, biomass transportation to railway station. Electricity consumption value is based on invoicing from supplier; diesel consumption value is based on accounting system

5.4 Competency of involved personnel

Overall, BP staff showed good understanding of knowledge of all applicable SBP requirements. The following key staff members are involved to SBP certification: SBP related staff responsibilities are presented in Section 4 of the SBP Procedure. Interviewed staff was well familiar with their responsibilities. Generally, very few staff members are involved into SBP certification: SBP responsible/deputy director (maintaining of the management system, staff training, volume recording, DTS), chief of production of pellet plant (moisture measurements, weight of biomass produced), accountant (performance of incoming and outgoing invoices and transport documents).

6 Review of company's risk assessments

6.1 Overview of company's risk assessments and mitigation measures

Not applicable

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-000436 (01/21)	NC Grading: Major
Standard:	SBP Standard 2: Verification of SBP-compliant Feedstock
Requirement:	IN2C; 4.1 The report shall be concise, covering the most important features, and shall be completed using the latest version of the SBR template for Biomass Producers downloaded from the SBP website.
Description of Non-conformance and Related Evidence:	
The Supply Base Report was prepared on Audit portal. During review it was found out that the Supply Base Report is not concise and contains mistakes: 1) presence of CITES species not mentioned 2) section 3.4 was not filled in properly and so on.	
Timeline for Conformance:	3 months from the report finalisation
Evidence Provided by Company to close NC:	Updated SBR
Findings for Evaluation of Evidence:	During the period from audit closing meeting and report finalization the BP has updated SBR on Audit portal. Review confirmed that SBR is concise and cover the most important features.
NC Status:	Closed

NC number NC-000437 (02/21)	NC Grading: Minor
Standard:	Instruction Document 5E: Collection and Communication of Energy and Carbon Data 1.4
Requirement:	6.10.3 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 BP didn't measure moisture in the reporting period. The BP use default value – 47%, but justification of this was not provided.	
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:	N/A
Findings for Evaluation of Evidence:	N/A
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 Gorria
Date of decision:	26 Jun 2021
Other comments:	N/A