

NEPCon Evaluation of Nordic Wood SIA 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

Version 1.0: published 26 March 2015

Version 1.1: published 30 January 2018

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1 Overview

CB Name and contact:	NEPCon OÜ, Filosoofi 31, 50108 Tartu, Estonia
Primary contact for SBP:	Ondrej Tarabus, otarabus@nepcon.org, +420 606 730 382
Current report completion date:	28/Feb/2020
Report authors: :	Oļesja Puišo
Name of the Company:	Nordic Wood SIA, Address: Smaidu iela 16, Dreiliņi, Stopinu nov., LV-2130, Latvia
Company contact for SBP:	Eduards Larkins, eduards@nordicwood.lv, +371-29777090
Certified Supply Base:	not applicable for trader
SBP Certificate Code:	SBP-07-69
Date of certificate issue:	18/Mar/2020
Date of certificate expiry:	17/Mar/2025

This report relates to the Main (Initial) Audit

2 Scope of the evaluation and SBP certificate

Description of certificate scope: Trading of biofuel (wood pellets) for use in energy production, including transport from Biomass Producers to different end points all over the world.

3 Specific objective

The specific objective of this evaluation was to confirm that the Biomass Trader'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 Biomass Trader's management procedures;
- Review of FSC system control points, analysis of the existing FSC CoC system;
- Interviews with responsible staff;
- Review of the records and calculations;
- Review of applicable transportation processes

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, Supply Base Evaluation is not in the scope.

5 Description of Company, Supply Base and Forest Management

5.1 Description of Company

The Organization is a biomass trader without physical possession of certified wood material/biomass. The organization is sourcing the biomass from biomass producers in Latvia, Russia, Belarus and other countries. Biomass may be delivered by different means of transport to end points all over the world on different Incoterm delivery conditions.

5.2 Description of Company's Supply Base

Not applicable for trader.

5.3 Detailed description of Supply Base

Not applicable for trader.

5.4 Chain of Custody system

The Organization holds a valid FSC Chain of Custody (CoC) certificate [https://info.fsc.org/details.php?id=a024000000OsJgMAAV&type=certificate with number NC-COC-021026-95](https://info.fsc.org/details.php?id=a024000000OsJgMAAV&type=certificate%20with%20number%20NC-COC-021026-95) and implements FSC transfer system of claims for biomass trading activities. The Organisation operates as broker without physical possession of certified material/biomass. Organisation ensures separate handling of biomass purchased from different Biomass Producers and with different FSC claims.

The BP is using following FSC inputs and outputs for transfer system – FSC 100%, FSC Mix Credit, FSC Controlled Wood.

Non-certified biomass (other biomass) is handled, stored and shipped to customers separately from certified biomass.

During the audit it was confirmed that by the date of the assessment audit the Organization did not have FSC sales.

6 Evaluation process

6.1 Timing of evaluation activities

Totally it was spent 4 hours (half working day) for this assessment onsite, additional 2 hours were spent for the document review.

Activity	Location	Date/time
- Opening meeting - Review of FSC product group schedule, FSC supplier records. FSC recordkeeping data - Review of SBP internal procedures, SBP training records, SBP trademark use, discussion of sales and transport documents, use of the DTS system. - Staff interview - Closing meeting	NEPCon SIA office in Riga	04.03.2020 10:00-14:00 Totally it was spent 4 hours (half working day) for this assessment onsite

6.2 Description of evaluation activities

Assessment started with opening meeting. Auditor introduced himself, provided information about audit plan, methodology and aim of the assessment. CB's accreditation related issues and confidentiality issues were covered as well.

After that auditor went through all applicable requirements of the standards 4, 5 and instruction document 5E covering management system, CoC (including Critical Control Points), emission and energy data and made staff interviews.

During the closing meeting auditor explained the results of the assessment and further actions were discussed.

Composition of audit team:

Auditor(s), roles	Qualifications
Oļesja Puišo	Audit team leader. MSc Logistics. Olesja is a NEPCon Country Manager in Latvia. She is responsible for daily management of certification activities in the country. Olesja has passed CoC/ FM lead auditor training, PEFC CoC, ISO 140001, SAN and Legal Source training courses. Previous experience in woodworking industry as well as many years of experience within CoC auditing. In 2015 she has passed the SBP lead auditor training and has

	participated in capacity of lead auditor in several SBP assessments and annual surveillance audits.
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6.3 Process for consultation with stakeholders

Stakeholder consultation is not required for traders. Nevertheless, a stakeholder consultation for the Organisation has been conducted on 30.07.2019.

7 Results

7.1 Main strengths and weaknesses

Strengths: limited number of staff; transfer system of FSC and SBP claims.

Weaknesses: a lack of the experience with FSC certification and lack of experience with FSC sales since the assessment audit.

7.2 Rigour of Supply Base Evaluation

Not applicable.

7.3 Collection and Communication of Data

The Management System for energy use data collection and communication is in place, however energy use reporting is not required from Organisation any more since the biomass is delivered to harbours by suppliers on FCA delivery conditions, and sold by Organisation on DAP conditions. SBP ID 5E does not require reporting the energy use data related to biomass storage and shipping.

7.4 Competency of involved personnel

Overall, responsible staff showed good understanding of knowledge of all applicable SBP requirements. Generally, only two staff members: managing director and recordkeeper are involved into SBP certification.

7.5 Stakeholder feedback

No stakeholder consultations conducted prior to, during and after this assessment (not required for trader).

7.6 Preconditions

None.

8 Review of Company's Risk Assessments

Not applicable, the Supply Base Evaluation is not in the scope.

9 Review of Company's mitigation measures

Not applicable. The Supply Base Evaluation is not in the scope.

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.*

☒ There are no open non-conformities

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):	Çirts Karss
Date of decision:	12/Mar/2020
Other comments:	<i>Click or tap here to enter text.</i>