NEPCon OÜ Evaluation of Postavsky Furniture Center PMUE 2 Compliance with the SBP Framework: Public Summary Report

NCR-verification audit

www.sbp-cert.org

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

Version 1.0: published 26 March 2015

Version 1.1: published 30 January 2018

Version 1.2: published 4 April 2018

Version 1.3: published 10 May 2018

Version 1.4: published 16 August 2018

Version 1.5: published 22 October 2020

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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:	Postavsky Furniture Center PMUE 2
Company legal address:	Leninskaya, 272a, 211871 Postavy, Belarus
Company contact for SBP:	Evgeniy Ginko
Company contact email:	pmc_konstr@tut.by
Company website:	N/A
SBP Certificate Code:	SBP-07-08
Date of certificate issue:	27 Dec 2018
Date of certificate expiry:	26 Dec 2023
Audit closing meeting date:	16 Apr 2021
Audit cycle:	NCR-verification 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 1.3	☐
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: TT-COC-005327	☐
	Credit	☐

2.1 Description of the company

The certificate scope covers the pellet production site in city Postavy, Belarus. The Organisation holds valid FSC Chain of Custody certificate with FSC credit system in the scope. The FSC certificate scope covers primary processing (sawmill) and secondary wood processing (production of doors and pellet production). For pellet production, the Organisation is using secondary production residues, which are sourced from their own sawmill, as well as from other FSC certified sawmills. Wood offcuts and sawdust are used for the pellet production. Slab wood and woodchips are used for biomass drying.

2.2 Detailed description of the Chain of Custody system

The Organisation has implemented FSC credit system. Starting from December 2017 the organization buys only FSC certified input material both for sawmill and for pellet production. The organization does not use any imported material. Incoming wood reception register, and supplier list are maintained. All material is checked during the arrival and correctly recorded in the internal system. If needed physical separation may be implemented (in case of non-certified material will be sourced). The company use one credit account for SBP and FSC. If they sell FSC material this amount of material is automatically deducted as SBP credit as well

3 Specific objective

The objective of the audit was to check the actions taken by the BP to close major non-conformances. The first phase was to check documents sent by the BP. Employees were surveyed via mobile phone. Documents and their practical implementation were checked.

4 Evaluation process

4.1 Timing of evaluation activities

Audit Level of Effort (LoE)		
Activity	***Auditors***	**Auditor hours**
1. Preparation	Aliaksandr Zubkevich	1,0
2. On-site (excl. travel time)	Aliaksandr Zubkevich	2,0
3. Report writing	Aliaksandr Zubkevich	0,5
4. Other	N/A	N/A

Audit Schedule			
Activity	**Location**	**Auditor name**	**Date/time**
Review of documents, phone interview	Minsk	Aliaksandr Zubkevich	16 Apr 2021/10:00

Auditor qualification		
Auditor name	**Role**	**Qualification**
Aliaksandr Zubkevich	Auditor team leader	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

The first phase was to check documents sent by the BP. Employees were surveyed via mobile phone. Documents and their practical implementation were checked.

4.3 Sampling methodology

The audit was conducted as a desc audit. The BP has submitted to auditor several documents: 1) Non-conformance correction report where root cause of non-conformance was defined 2) letter from supplier 3) transport waybills for feedstock for March 2021 4) Document “Functional control of the SBP system in the plan” dated 05.04.2021. The responsible for work with supplier as well as SBP manager were interviewed by phone.

4.4 CB stakeholder engagement

No Consultation was conducted for this surveillance audit

4.5 Stakeholder feedback

None

5 Results

5.1 Main strengths and weaknesses

Strengths: use of FSC credit system. Robust recordkeeping system. Good awareness of certification requirements by involved staff.

Weaknesses: the BP closed identified non conformities.

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, shipping and for biomass transportation to customer. Electricity consumption value is based invoicing from supplier; diesel consumption value is based on accounting system data

5.4 Competency of involved personnel

The following key staff members are involved to SBP certification: SBP related staff responsibilities are presented in Section 4 of the SBP Procedure. Generally, very few staff members are involved into SBP certification: SBP responsible/ technologist (maintaining of the management system, staff training, SAR, trademark use etc), chief of pellet plant (volumes acceptance, checking and recording), pellet shift master (moisture measurements, weight of biomass produced).

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-000285 (01/19)	NC Grading: Major
Standard:	SBP Standard 2: Verification of SBP-compliant Feedstock
Requirement:	6.2 The BP shall record the place of harvesting and the identity of the primary wood processor responsible for the supply of inputs classified as SBP-compliant secondary feedstock.
Description of Non-conformance and Related Evidence:	
The part of sawdust volume originates from sawmill of the BP. All roundwood to sawmill come from forest management units. It is confirmed by reviewing of purchase agreements with these FMUs. The BP also sources sawdust from other sawmills. The responsible for SBP was not able to provide records of place of harvest for several primary wood processors responsible for the supply of inputs classified as SBP-compliant Secondary Feedstock. Due to small volume supplied by this suppliers and low probability that wood may be out form the Republic of Belarus auditor raised minor non conformance	
Timeline for Conformance:	3 months from the report finalisation
Evidence Provided by Company to close NC:	Audit 2020 Not provided CVA Audit 2021 Non-conformance correction report (exh 1) Letter from supplier (exh 2)
Findings for Evaluation of Evidence:	Audit 2020 The BP has not undertaken steps to close this non conformance, NCR is upgraded to Major CVA Audit 2021 SBP manager has provided Non-conformance correction report where root cause of non-conformance was defined as:1) poor understanding of requirements of responsible. To eliminate root cause additional training was conducted with responsible. Information from supplier was requested. In accordance with SBP procedure the person in charge must, before concluding a supply contract, ensure that there is documentation for the country and region of origin of the supplied timber. Phone interview with responsible for work with suppliers confirmed his understanding of the requirement.
NC Status:	Closed

NC number NC-000286 (04/19)	NC Grading: Major
Standard:	SBP Standard 2: Verification of SBP-compliant Feedstock
Requirement:	15.1 The BP shall implement a management and monitoring system to maintain compliance with the requirements of this and all other relevant SBP Standards, together with a process of review and feedback into planning (CPET S6b).

Description of Non-conformance and Related Evidence:	
The BP has developed a management and monitoring system. The main responsible is deputy director. Technic-technologist explained that he conducts annually SBP system review and prepare "Inside inspection report'. Interview with Technic-technologist as well as review of "Inside inspection report' and other SBP audit related documents (SAR, SBR) showed that monitoring system is not well developed: SAR and supportive document were not fully prepared and contain mistakes. In fact, technik-technologist involved in managing of SBP system and do monitoring, while deputy director is not involved in SBP system review and monitoring. Taking in account that the BP has well developed procedure, staff is trained and good in understanding of relevant SBP requirements the minor NCR is issued	
Timeline for Conformance:	3 months from the report finalisation
Evidence Provided by Company to close NC:	Audit 2020 Not provided, NCR is upgraded to Major. CVA Audit 2021 Non-conformance correction report (exh 3) Document "Functional control of the SBP system in the plan" dated 05.04.2021 (exh 4)
Findings for Evaluation of Evidence:	Audit 2020 The BP has not undertaken steps to close this non conformance CVA Audit 2021 SBP manager has provided Non-conformance correction report where root cause of non-conformance was defined as: 1) the SBP's internal control system has been developed. But it was not developed properly in order to work well. A supervisor has not been appointed and supervisor instructions have not been developed to supervise the SBP responsible. To eliminate root cause document "Functional control of the SBP system in the plan" dated 05.04.2021 was developed. A person was appointed to supervise the SBP responsible and conduct internal audit of the SBP system.
NC Status:	Closed

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):	Nikolai Tochilov
Date of decision:	26 Apr 2021
Other comments:	N/A