

NEPCon Evaluation of United Biomass Group Ltd. (UBG) 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

Version 1.2: published 4 April 2018

Version 1.3: published 10 May 2018

Version 1.4: published 16 August 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, +34 605 638 383
Current report completion date:	16/Apr/2020
Report authors: :	Ondrej Tarabus
Name of the Company:	United Biomass Group Ltd. (UBG)
Company contact for SBP:	Address: Suite 3, Provident House, Burrell Row, Beckenham, Kent, BR3 1AT, UK Director: Mr. Kjell Levihn / Mr. Kourosh Nicholas Tabrizi, E-mail: info@unitedbiomass.com
Certified Supply Base:	N/A - Trader
SBP Certificate Code:	SBP-07-90
Date of certificate issue:	17/Apr/2020
Date of certificate expiry:	16/Apr/2025

This report relates to the Main (Initial) Audit

2 Scope of the evaluation and SBP certificate

Scope description: The SBP certificate scope covers trading and shipping of wood pellets for use in energy and heat production. Transport is done by ship to and from various harbours all over the world. The scope of the certificate only includes trading activities with a transfer of SBP claims.

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 control points in the FSC CoC system that affects the SBP certificate;
- Interviews with responsible staff; and
- Review of the records

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 – Trader only.

5 Description of Company, Supply Base and Forest Management

5.1 Description of Company

UBG is a biomass trader without physical possession of certified wood material, sourcing the biomass from biomass traders and producers in Russia and EU, and potentially from any other country. Biomass may be delivered by the suppliers using different means of transport and then transported by vessel (under the ownership of UBG) to the customers on different Incoterms delivery conditions.

The material is usually delivered by suppliers FOB where the load to the vessel is responsibility of the supplier and the sale is done CIF. UBG is responsible for the transport of the biomass to the destination port. In such a situation, the organization is responsible for collecting and reporting the GHG data for the transport.

The company's trading activities include both domestic and industrial pellets equally shared. The biomass is purchased in Baltic region, but might be purchased elsewhere, and going to be delivered to several destinations and customers in Europe, for use in heat and power plants for production of sustainable and renewable heat and electricity.

5.2 Description of Company's Supply Base

N/A - Trader.

5.3 Detailed description of Supply Base

N/A - Trader.

5.4 Chain of Custody system

The organization is a holder of valid FSC CoC certificate (NC-COC-058162). The CoC system is based on the FSC transfer system without physical possession (this might change in the future). The sales can be made in harbours (exporting and importing) with or without sea transportation.

Each purchase of material is recorded including the certification status of the material and the sales always contain the same type and quantity of material as purchased.

The SBP claim will be stated on the sales invoices together with the SBP Production Batch ID code. These carries the GHG profiling and batch specific data from the Biomass Producer and GHG data relating to the transport, which is the responsibility of the Biomass Producer, given the INCOTERM used (FOB or CIF).

6 Evaluation process

6.1 Timing of evaluation activities

The assessment was carried out on April 15, 2020. Approximately five hours was needed for the desk-based audit and additional half a day for the documentation review.

Activity	Location	Auditor	Time
Opening meeting* - Presentation of participants - Review of agenda - Presentation of organization and systems	Skype	OT	15.04.2020 14:00 - 14:30
Review of Documented Control Systems for SBP and FSC - SBP and FSC internal procedures - Training records SBP and FSC - Energy and GHG Calculations	Skype	OT	14:30 – 16:00
Interviews with staff responsible for purchase	Skype	OT	16:00 – 16:30
Interviews with staff responsible for sales	Skype	OT	16:30 – 17:00
Closing meeting*	Skype	OT	17:00 – 17:30

6.2 Description of evaluation activities

The audit started with an opening meeting attended by overall responsible and company director and logistic manager.

Auditor introduced himself, provided information about audit plan, methodology and aim of the audit. CB's approval related issues and confidentiality issues were covered as well.

After, the auditor went through all applicable requirements of the applicable SBP requirements covering management system, CoC, recordkeeping requirements and verification of SBP compliant biomass. Furthermore, the purchasing and logistics functions were audited. During the process overall responsible person for the SBP system and staff having key responsibilities within the system was interviewed.

During the closing meeting auditor explained the results of the audit to director and logistic manager further actions were discussed.

The audit team:

Name	Qualification	Role/focus in audit
Ondrej Tarabus,	Czech citizen, graduated in University of Life Sciences Prague, The Faculty of Forestry. He has participated in a number of FSC CoC evaluations in Czech Republic, Slovakia, Italy, Germany, Vietnam, Egypt, Spain, Romania, Bosnia and Herzegovina, Austria, etc. and FSC FM audits in Czech Republic and Lithuania. Ondřej Tarabus successfully completed SBP training course and he has practical experience with carbon footprint certification as well as biofuels certification.	Lead auditor, responsible for evaluation against all applicable SBP requirements.
Elisa Colpo	Elisa holds an MSc in Business Strategy and the Environment and a Degree in Natural Science, and she has a professional background of several years in the landscape and construction industries. Elisa has been trained as a Lead Auditor for Chain of Custody and has years of experience auditing companies in UK, Ireland and Italy; since 2015, she is NEPCon UK Regional Manager.	Trainee auditor

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

N/A - Trader

7 Results

7.1 Main strengths and weaknesses

Strengths: UBG is only a small group of people that will work with SBP related activities and the responsible staff showed good knowledge about the SBP system and how it will be implemented in the organization.

Weaknesses: The organization has not yet made any SBP transactions or sales, and therefore implemented procedures have not become routine.

7.2 Rigour of Supply Base Evaluation

N/A - Trader and hence no Supply Base Evaluation.

7.3 Collection and Communication of Data

The organization will be collecting and communicating GHG and energy data when they are involved in transport. The organization has competence for this and will communicate the results via SREG to the customer.

7.4 Competency of involved personnel

The involved personnel were found competent in implementing the SBP CoC system, making correct claims and forwarding GHG/Transport data in SREG documents when required.

7.5 Stakeholder feedback

N/A – Trader.

7.6 Preconditions

No preconditions.

8 Review of Company's Risk Assessments

Describe how the Certification Body assessed risk for the Indicators. Summarise the CB's final risk ratings in Table 1, together with the Company's final risk ratings. Default for each indicator is 'Low', click on the rating to change. Note: this summary should show the risk ratings before AND after the SVP has been performed and after any mitigation measures have been implemented.

N/A – Trader.

9 Review of Company's mitigation measures

N/A – Trader.

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.

OBS number: 45352 OBS 01/20	Standard & Requirement:	Instruction Doc. 5E: Collection and Communication of Energy and Carbon Data v1.1 - 3.1.4
Description of findings leading to observation:	While all the most important aspects are covered by the organization SBP procedure, the structure of the procedure is not described in a step by step approach and might cause some misunderstandings in the future. E.g. it is stated in SBP procedure that there are different end points, but it is not clear how/when the organization shall check these.	
Observation:	The organization should update their SPB procedure to make clarify the process and provide step by step guidance how the trade should be realized considering all relevant SBP requirements.	

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:	16/Apr/2020
Other comments:	<i>Click or tap here to enter text.</i>