



NEPCon OÜ Evaluation of Ornate SIA Compliance with the SBP Framework: Public Summary Report

Second 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

Version 1.0: published 26 March 2015

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:	Olesja Puiso
Audit team members:	Olesja Puiso
Name of the Company:	Ornate SIA
Company legal address:	Gunāra Astras iela 8, LV-1082 Rīga, Latvia
Company contact for SBP:	Dace Babre
Company contact email:	dace.ornate@gmail.com
Company website:	N/A
SBP Certificate Code:	SBP-07-46
Date of certificate issue:	30 Jan 2020
Date of certificate expiry:	29 Jan 2025
Audit closing meeting date:	14 Dec 2021
Audit cycle:	Second 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:	Trader	☐
Approved Standards:	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 1.5	☐
Includes Supply Base Evaluation (SBE):	No	☐
Includes communication of Dynamic Batch Sustainability Data (DBSD)	Yes	☐
Includes Group Scheme	No	☐
Products	Pellets	☐

Feedstock types:	N/A	☐
Feedstock origin (countries):	N/A	☐
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-022924	☐
	Transfer	☐

2.1 Description of the company

The Organisation is a biomass trader sourcing the biomass from single pellet producer in Belarus. The biomass is sold by the Organisation based on commission agreement with pellet producer. However, in invoices the Organisation is specified as seller. Therefore, the decision has been taken to obtain a separate SBP certificate for Organisation. Biomass may be delivered by different means of transport to different harbors and railway stations in Latvia, currently only road transport is used.

2.2 Detailed description of the Chain of Custody system

The Organization has implemented the FSC transfer system covering biomass (wood pellets) in the scope of the certificate NC-COC-022924.

<https://info.fsc.org/details.php?id=a023300000VitgOAAR&type=certificate>. The process covers broker without physical possession activity with product group w.3.6. wood pellets FSC 100%.

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, sales documents and DTS records

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	Olesja Puiso	2,0
2. On-site (excl. travel time)	Olesja Puiso	4,0
3. Report writing	Olesja Puiso	3,0
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>	MS TEAMS	Olesja Puiso	15 Dec 2021/10.00
<i>Staff interview, document, DTS evaluation, summary of audit results</i>	MS TEAMS	Olesja Puiso	15 Dec 2021/10.10
<i>Documents review provided by email</i>	MS TEAMS	Olesja Puiso	15 Dec 2021/12.10
<i>Closing meeting</i>	MS TEAMS	Olesja Puiso	15 Dec 2021/13.30

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Auditor qualification		
Auditor name	Role	Qualification
Olesja Puiso	Team leader	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. She has passed the SBP lead auditor training and has participated on several SBP assessments.

4.2 Description of evaluation activities

Audit started with short opening meeting. Auditor introduced herself, provided information about audit plan, methodology and aim of the surveillance evaluation, CB's accreditation related issues and confidentiality issues were covered as well. After that Logistics specialist of the organisation updated the auditor with changes inside the Organisation and its management and SBP certification system.

After that auditor went through all applicable requirements of the standard covering management system, CoC, recordkeeping emission, sales, recordkeeping, DTS, CCP and energy data (SREG) and made staff interviews.

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

After that auditor reviewed document provided by the Organisation by email and provided its written feedback and finalized the closing meeting.

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4.3 Sampling methodology

Incomming and outgoing documents from months January 2021 and October 2021 were evaluated based on sampling.

4.4 CB stakeholder engagement

no stakeholder interview is initiated

4.5 Stakeholder feedback

no stakeholder comments are received.

5 Results

5.1 Main strengths and weaknesses

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

Weaknesses: no weaknesses identified during this audit.

5.2 Rigour of Supply Base Evaluation

not applicable for trader

5.3 Collection and communication of data

In the reporting period Organisation supplied the purchased biomass to customer, and the only energy use data was related to biomass transportation by truck (diesel) from biomass producer to harbour in Riga. The transportation distance was reported by Organisation in SREG documents and confirmed to the auditor during the current annual audit. No other energy sources used by the Organisation during biomass transportation. Storage and handling are not applicable.

5.4 Competency of involved personnel

Overall, responsible staff showed good understanding of knowledge of all applicable SBP requirements. Generally, only two staff members are involved into SBP certification: member of the board (management of the Organisation, designation of responsible persons and agreement) is overall responsible person and logistics specialist (responsible for recordkeeping, DTS, procurement and sales documents). She is also implementing the responsible person in place responsibilities.

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**

N/A

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 Serrano
Date of decision:	17 Dec 2021
Other comments:	N/A