



NEPCon OÜ Evaluation of BIOHITENERGY, Limited Liability Company Compliance with the SBP Framework: Public Summary Report

Second Surveillance Audit

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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

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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:	Nikolai Tochilov
Audit team members:	-
Name of the Company:	BIOHITENERGY, Limited Liability Company
Company legal address:	96/13 Sovetskaya street, 247841 Lelchici, Gomel region, Belarus
Company contact for SBP:	Yuri Moskalevich
Company contact email:	biohit2018@yandex.by
Company website:	www.biohitenergy.by
SBP Certificate Code:	SBP-07-57
Date of certificate issue:	26 Feb 2020
Date of certificate expiry:	25 Feb 2025
Audit closing meeting date:	27 Jan 2022
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:	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	☐
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:	Not applicable	☐
Public link: https://sbp-cert.org/documents/standards-documents/risk-assessments/		☐
Chain of custody system implemented:	FSC: NC-COC-057468	☐
	Transfer	☐

2.1 Description of the company

BP is a pellet and briquet producing company located in Gomel region, Belarus. Total annual production capacity of pellet plant is 12000 tones. Company runs pellet production, as well as briquet production. Secondary feedstock (sawdust, off-cuts, shavings) are used in pellet production as well as used for the dryer. The secondary feedstock used for pellet production originates from Belarus and has FSC 100% claim. In the reporting period the BP has sourced app. 68% of feedstock with FSC 100% and the rest 32% as not certified. The SBP biomass is transported by rail to Belarusian/Latvian border. Pellet plant was commissioned in June 2019.

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 includes only secondary feedstock -- sawdust, shavings, off-cuts (for pellet production and for dryer). Secondary feedstock is sourced only from external suppliers (sawmills). The BP sourced for pellet production both FSC 100% feedstock and non-certified; non-certified feedstock is used for briquette production. The organization has the segregation system in place. Physical separation is implemented – FSC certified material is stored in special place and processed separately in time when production line is cleaned of non-certified product. The organization does not use any imported material. Incoming material reception register and supplier list are maintained. All material is checked during the arrival and 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

4 Evaluation process

4.1 Timing of evaluation activities

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

<i>Audit Schedule</i>			
Activity	Location	Auditor name	Date/time
<i>Opening meeting</i>	BP's pellet plant	Nikolai Tochilov	27 Jan 2022/10:00
<i>Onsite inspection of the pellet plant</i>	BP's pellet plant	Nikolai Tochilov	27 Jan 2022/10:15
<i>Review of the Supply Base</i>	BP's office	Nikolai Tochilov	27 Jan 2022/11:15
<i>Review of the management and monitoring system</i>	BP's office	Nikolai Tochilov	27 Jan 2022/12:00

<i>Review of CoC critical control points</i>	BP's office	Nikolai Tochilov	27 Jan 2022/12:30
<i>Tax payment, anticorruption policy, legal compliance</i>	BP's office	Nikolai Tochilov	27 Jan 2022/13:30
<i>Energy use data review</i>	BP's office	Nikolai Tochilov	27 Jan 2022/14:00
<i>Closing meeting</i>	BP's office	Nikolai Tochilov	27 Jan 2022/17:45
<i>End of the evaluation</i>	BP's office	Nikolai Tochilov	27 Jan 2022/18:00

Auditor qualification		
Auditor name	Role	Qualification
Nikolai Tochilov	Audit team leader	Preferred by Nature - NEPCon SBP lead auditor. He has successfully passed SBP auditor training in Tallinn in January 2015; previous experience with more than 60 SBP assessments and annual audits in Russia, Europe and Asia.

4.2 Description of evaluation activities

The evaluation visit was focused on management system evaluation: division of the responsibilities, document and system, input material classification (reception and registration), analysis of the existing FSC system and FSC system control points as well as GHG data availability.

All SBP related documentation connected to the SBP as well as FSC CoC system of the organisation, including SBP Procedure, SAR and GHG data calculations, Supply Base Report and FSC system

description was provided by the company at the beginning of the audit, which started with an opening meeting attended by the representatives from Organisation's management and staff.

During the opening meeting, 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 accreditation related issues.

After that, a roundtrip around BP's pellet production was undertaken. During the site tour, applicable records were reviewed, staff was interviewed and FSC system critical control points were analysed.

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 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, mass balance, final product storage and sales, 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.

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

4.3 Sampling methodology

Staff interviews: the key staff involved in SBP certification was interviewed during the audit. Onsite

inspection: during onsite inspection, auditor went through the whole production, starting with feedstock delivery to the pellet plant and ending with the storage of the biomass and its shipping to customers.

Documents review: auditor has verified all records related to feedstock input and biomass output; moisture measurements; electricity and diesel consumption. Special attention was paid to justification of conversion factor for pellet production, established by Organisation annually.

4.4 CB stakeholder engagement

N/A

4.5 Stakeholder feedback

N/A

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: None.

5.2 Rigour of Supply Base Evaluation

N/A

5.3 Collection and communication of data

The following energy sources are used by BP: electricity for pellet production and biomass transport (train); diesel for feedstock delivery and handling, biomass handling, shipping and transport; biofuels for feedstock drying. Electricity consumption data is based on invoices from electricity supplier; diesel consumption data at pellet plant) is based on accounting system.

5.4 Competency of involved personnel

Overall, BP staff showed good understanding of knowledge of all applicable SBP requirements. SBP related staff responsibilities are presented in Section 3 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,), chief of production of pellet plant (moisture measurements, weight of biomass produced), accountant (performance of outgoing invoices and transport documents, SAR preparation).

6 Review of company's risk assessments

6.1 Overview of company's risk assessments and mitigation measures

N/A

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-000289 NC Grading: Minor	
(02/21)	
Standard:	SBP Standard 2: Verification of SBP-compliant Feedstock
Requirement:	15.3 The BP management system shall document all necessary procedures.
Description of Non-conformance and Related Evidence:	
All necessary procedures are documented. It was found out that procedure is not completely up to date: 1) in Annex 7 of the SBP procedure the BP still using outdated name "Sustainable Biomass Partnership"; 2) reference in the procedure to outdated version of SBP documents (f.e Instruction document 5C in annex 1 p.4 and 8), reference to Profiling, Batch, and Energy data code in annex 5.	
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:	Updated SBP Procedure.
Findings for Evaluation of Evidence:	At the beginning of the audit, BP submitted the new version of SBP Procedure, which is up-to-date, and in auditor opinion includes all relevant information.
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):	Pilar Gorría
Date of decision:	26 Apr 2022
Other comments:	N/A