



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

First 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

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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:	Toomas Tammeleht
Audit team members:	-
Name of the Company:	Alfafort OÜ
Company legal address:	J.Kunderi 6/1-2, Harjumaa, 10121 Tallinn, Estonia
Company contact for SBP:	Eduard Juzbašev
Company contact email:	eduard@alfafort.ee
Company website:	http://alfafort.ee/
SBP Certificate Code:	SBP-08-34
Date of certificate issue:	12 Mar 2021
Date of certificate expiry:	11 Mar 2026
Audit closing meeting date:	28 Mar 2022
Audit cycle:	First 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)	No	☐
Includes Group Scheme	No	☐
Products	Chips, Pellets	☐

Feedstock types:	N/A	☐
Feedstock origin (countries):	N/A	☐
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-009087 NC-CW-009087	☐
	Transfer	☐

2.1 Description of the company

Alfafort OÜ is timber trading company founded in 1999 with private capital. The main activity is wholesale of sawn timber. The company specializes in the import of spruce, pine and birch lumber. Main sales markets are Estonia and Europe. The second main area of activity of the company is the trade in biofuels. This activity includes trade in wood pellets, chips and briquettes.

2.2 Detailed description of the Chain of Custody system

Company is trader without physical possession of material. Company purchases material and then it is sent directly from supplier to client. No segregation can take place between transport of material. Each purchased 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 is mentioned in the DTS. The sustainability characteristics for each batch are also included. Besides supplier information that has been entered to the DTS system by the supplier, company is adding their SREG to cover the transport in case of CIF sales.

3 Specific objective

The specific objective of this evaluation was to confirm that the Biomass Traders 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

4 Evaluation process

4.1 Timing of evaluation activities

<i>Audit Level of Effort (LoE)</i>		
Activity	Auditors	Auditor hours
1. Preparation	Toomas Tammeleht	8,0
2. On-site (excl. travel time)	Toomas Tammeleht	3,0
3. Report writing	Toomas Tammeleht	5,0
4. Other	N/A	N/A

<i>Audit Schedule</i>			
Activity	Location	Auditor name	Date/time
<i>Opening meeting</i>	Skype videocall	Toomas Tammeleht	28 Mar 2022/10:00
<i>Interview with responsible person; procedures etc</i>	Skype videocall	Toomas Tammeleht	28 Mar 2022/10:15
<i>Purchase process, sales, SREG</i>	Skype videocall	Toomas Tammeleht	28 Mar 2022/12:00
<i>Auditor is summarizing the audit</i>	Skype videocall	Toomas Tammeleht	28 Mar 2022/14:00

<i>Closing meeting</i>	Skype videocall	Toomas Tammeleht	28 Mar 2022/14:30
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Auditor qualification		
Auditor name	Role	Qualification
Toomas Tammeleht	Lead auditor	BSc in forestry and MSc in industrial ecology. Toomas has been working in NEPCon as an auditor since 2016. He has passed NEPCons forest management and chain of custody leadauditors training. Has participated in over 20 FSC forest management audits and has conducted over 200 Chain of Custody audits. He has previously worked for Environmental Inspectorate. Toomas successfully completed SBP training course and he has practical experience with carbon footprint certification.

4.2 Description of evaluation activities

Audit started with an opening meeting attended by manager Eduard Juzbašev. The audit was conducted through Skype.

Lead auditor introduced himself, provided information about audit plan, methodology and aim of the surveillance audit. The Certification Body's approval process and confidentiality approach were covered as well.

After that auditor went through all applicable requirements of the standard covering management system, CoC, recordkeeping requirements, DTS records, emission and energy data and verification of SBP compliant biomass. Later on the purchasing and logistics functions were discussed. Purchasing and sales of the material are the most important control points where potential risks might appear. Company has procedures for controlling these activities and mitigating potential risks. Overall responsible person for the SBP system and staff having key responsibilities within the system was interviewed during the audit process.

Company doesn't take physical possession of material.

During the closing meeting, the lead auditor presented the outcome of the audit and further actions to be taken were discussed.

4.3 Sampling methodology

During the audit period the organisation has not traded SBP material. DTS system was reviewed and nothing was registered there. There was interview with responsible person, overview of SBP procedures and training protocol.

4.4 CB stakeholder engagement

N/A

4.5 Stakeholder feedback

N/A

5 Results

5.1 Main strengths and weaknesses

Strengths - Good overview of SBP system and biomass trading in general. The transfer system as the CoC system is easy to follow as no physical possession will not take place.

No weaknesses identified.

5.2 Rigour of Supply Base Evaluation

N/A

5.3 Collection and communication of data

N/A

5.4 Competency of involved personnel

Personnel showed good knowledge of SBP requirements.

6 Review of company's risk assessments

6.1 Overview of company's risk assessments and mitigation measures

N/A - traders

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):	Nikolai Tochilov
Date of decision:	21 Jun 2022
Other comments:	None