

SBP

Sustainable Biomass Partnership

NEPCoN Evaluation of CM Biomass LLC Compliance with the SBP Framework: Public Summary Report

www.sustainablebiomasspartnership.org



Completed in accordance with the CB Public Summary Report Template Version 1.0

*For further information on the SBP Framework and to view the full set of documentation see
www.sustainablebiomasspartnership.org*

Document history

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1 Overview

CB Name and contact: NEPCon OÜ, Filosoofi 31, 50108 Tartu, Estonia

Primary contact for SBP: Ondrej Tarabus ot@nepcon.net, +420 606 730 382

Report completion date: 13/09/2016

Report authors: Nikolai Tochilov

Certificate Holder: CM Biomass LLC

Legal address: 6 Khokhlova street, Gatchina 188300, Leningrad region, Russia.

Branch: office 309, 5a Mezhevoy canal, Saint-Petersburg, Russia

Producer contact for SBP: Rens Hartkamp

Certified Supply Base: N/A - Trader

SBP Certificate Code: SBP-01-41

Date of certificate issue: 04/10/2016

Date of certificate expiry: 03/10/2021

Indicate where the current audit fits within the certification cycle				
Main (Initial) Audit	First Surveillance Audit	Second Surveillance Audit	Third Surveillance Audit	Fourth Surveillance Audit
X	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2 Scope of the evaluation and SBP certificate

Organization is a biomass trader sourcing the material from several (two at the moment of evaluation) pellet producers in North-West Russia. The material is delivered to S.Petersburg sea port by suppliers by truck, at this moment possession is taken over by CM Biomass LLC (based on acceptance act) and immediately after that it is sold by Organization to its exclusive customer. Therefore, the organization shall be considered as a trader without physical possession.

The Organization holds a valid FSC certificate with transfer system implemented.

Scope Item	Check all that apply to the Certificate Scope			Change in Scope (N/A for Assessments)	
Approved Standards:	SBP Standard #4 V1.0; SBP Standard #5 V1.0 http://www.sustainablebiomasspartnership.org/documents			<input type="checkbox"/>	
Primary Activity:	Trader without physical possession			<input type="checkbox"/>	
Input Material Categories:	<input type="checkbox"/> SBP-Compliant Primary Feedstock	<input type="checkbox"/> SBP-Compliant Secondary Feedstock		<input type="checkbox"/>	
	<input type="checkbox"/> Controlled Feedstock	<input type="checkbox"/> SBP non-Compliant Feedstock			
	<input type="checkbox"/> SBP-Compliant Tertiary biomass	<input type="checkbox"/> Post-consumer Tertiary Feedstock			
	<input type="checkbox"/> SBP-approved Recycled Claim	<input type="checkbox"/> Post-consumer Tertiary Feedstock			
Chain of custody system implemented:	<input checked="" type="checkbox"/> FSC	<input type="checkbox"/> PEFC	<input type="checkbox"/> SFI	<input type="checkbox"/> GGL	<input type="checkbox"/>
	<input checked="" type="checkbox"/> Transfer	<input type="checkbox"/> Percentage	<input type="checkbox"/> Credit		<input type="checkbox"/>
Points of sales	<input type="checkbox"/> Harbour (including own handling of material)	<input checked="" type="checkbox"/> Harbour (e.g. FOB incoterms) legal owner is not responsible for handling of material at the harbour	<input type="checkbox"/> Other point of sale (e.g. gate of the BP, boarder, railway station etc.)		<input type="checkbox"/>
Provide name of all points of sales		St. Petersburg harbour, FCA			

Use of SBP claim:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/>
SBE Verification Program:	<input type="checkbox"/> Low risk sources only	<input type="checkbox"/> Sources with unspecified/ specified risk	<input type="checkbox"/>
	New districts approved for SBP-Compliant inputs:		
Sub-scopes			<input type="checkbox"/>
Specify SBP Product Groups added or removed:			
Comments:			

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; and
- Review of the records and calculations.

4 SBP Standards utilised

4.1 SBP Standards utilised

Chain of Custody, SBP Standard 4, Version 1.0, March 2015

Collection and Communication of Data, SBP Standard 5, Version 1.0, March 2015

Instruction document 5A Collection and Communication of Data version 1.0. March 2015

<http://www.sustainablebiomasspartnership.org/documents>

5 Chain of Custody system

The Organization has implemented the FSC transfer system with biomass (wood pellets) in the scope of the certificate - NC-COC-025650. The process covers trade with biomass without physical possession. The material is delivered by suppliers by truck to S.Petersburg sea port and sold to organization, which then sells it to its customer. Delivery conditions are FCA, S.Petersburg sea port (Incoterms 2010).

6 Evaluation process

6.1 Timing of evaluation activities

The assessment was carried out on 12th August 2016. One day was needed for the onsite audit.

Activity	Location	Auditors	Date/time
Opening meeting*	S.Petersburg office	Nikolai Tochilov	12.08.2016 10:00 - 10:15
Review of Documented Control Systems for FSC and SBP <ul style="list-style-type: none"> - FSC Product Group Schedule - FSC Supplier Records - FSC Volume data - SBP internal procedures - SBP Training - SBP Trademark Staff interview Evaluation of energy data collection	S.Petersburg office	Nikolai Tochilov	12.08.2016 10:15 - 16:00
Closing meeting*	S.Petersburg office	Nikolai Tochilov	12.08.2016 16:00 - 16:30

6.2 Description of evaluation activities

Audit started with an opening meeting attended by Organisation management and staff.

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

After that auditor went through all applicable requirements of the standard covering management system, CoC, recordkeeping/mass balance requirements, emission and energy data and verification of SBP compliant and SBP

Controlled feedstock. During the process overall responsible person for SBP system and responsible staff having key responsibilities within the system were interviewed.

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

Composition of audit team:

Auditor(s), roles	Qualifications
Nikolai Tochilov	NEPCon SBP lead auditor. He passed SBP auditor training in Tallinn in January 2015; previous experience with a number of SBP assessments of biomass producers in Russia.

7 Results

7.1 Compilation of data on Greenhouse Gas emissions

CM Biomass LLC is a trader without physical possession, and does not handle with the purchased biomass, therefore this section is not applicable. Organization forwards to its customer the GHG data received from its suppliers.

7.2 Competency of involved personnel

The main responsible persons in the company are Rens Hartkamp and Mikhail Volkun. The team is supported by certification specialist Tatiana Savelyeva. All interviewed persons showed good understanding of SBP requirements.

7.3 Preconditions

No preconditions identified in the audit report.

8 Non-conformities and observations

8.1 Open Non-Conformity Reports (NCRs)

None.

8.2 Observations

None.

9 Certification decision

Based on Organisation's conformance with SBP requirements, the auditor makes the following recommendation:	
<input checked="" type="checkbox"/>	Certification approved: Without NCRs
<input type="checkbox"/>	Certification not approved:
Based on auditor's recommendation and NEPCon quality review following certification decision is taken:	
NEPCon certification decision: The Biomass trader has been certified by NEPCon as meeting the requirements of the specified SBP Standard, the certificate can be issued immediately after SBP technical committee will approve the report. The expiration of the certificate will be then 5 years.	
Certification decision by: Ondřej Tarabus	
Date of decision: 13/09/2016	

10 Surveillance updates

Not applicable.

11 Evaluation details

Primary Responsible Person: (Responsible for control system at site(s))	Rens Hartkamp, Sustainability Manager
Auditor(s):	Nikolai Tochilov, lead auditor
People Interviewed, Titles:	Mikhail Volkun, Development Director Marina Moskina, Chief Accountant Tatiana Savelyeva, Certification Specialist Rens Hartkamp, SBP Manager (participation by Skype)
Brief Overview of Audit Process for this Location:	See audit plan.
Comments:	N/A