

# NEPCon Evaluation of “Postavsky Furniture Center”, PMUE Compliance with the SBP Framework: Public Summary Report

Third Surveillance 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](http://www.sbp-cert.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.org, +420 606 730 382

Current report completion date: 12/Jun/2019

Report authors: : Aliaksandr Zubkevich

Name of the Company: Private Manufacturing Unitary Enterprise “Postavsky Mebelny Center”, 28, Ozernaya str, Postavy, Vitebsk Region, 211871, The Republic of Belarus

Company contact for SBP: Artemy Grebennikov (Technic-technologist), Ozernaya, 28, Postavy, 211871, Belarus, telephone: +375 29 895 27 03, email: grebearty@gmail.com

Certified Supply Base: Sourcing from Republic of Belarus

SBP Certificate Code: SBP-01-21

Date of certificate issue: 24/Jun/2016

Date of certificate expiry: 23/Jun/2021

This report relates to the Third Surveillance Audit

## 2 Scope of the evaluation and SBP certificate

The certificate scope covers the pellet production site in city Postavy, Belarus.

The Organisation holds valid FSC Chain of Custody certificate with FSC credit system in the scope. The FSC certificate contains the sawmill, door production and pellet production.

The Organisation is sourcing logs for their own production. BP is using secondary and tertiary production residues, which are coming from their own sawmill or door production. In addition to this, secondary feedstock is sourced from external suppliers. Started from October 2018 the BP use only pre-consumer tertiary feedstock from own door production facilities for pellet production. The instruction 5D added to the scope during this audit.

Secondary and tertiary feedstock: sawdust and wood chips are used for the pellet production. Slab wood and woodchips are used for biomass drying.

Supply Base Evaluation is not included into the scope of the evaluation.

Description of the scope:

The certificate scope covers production of wood pellets, for use in energy production, at PMUE Postavsky Furniture Center and transportation by rail to Belarusian/Latvian border, Bigosovo railway station and Belarusian/Lithuanian border, Gudogai railway station. The scope of the certificate does not include Supply Base Evaluation. The BP includes instruction 5D in the scope.

### 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
- Review of the procedure prepared to add instruction 5D in the scope

## 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. Supply Base Evaluation is not covered by the Scope of the Evaluation

## 5 Description of Company, Supply Base and Forest Management

### 5.1 Description of Company

The organization is a biomass producer with a production situated in city Postavy, Belarus

BP is sourcing secondary and tertiary feedstock, coming from its own primary production, as well as secondary feedstock from other sawmills.

Logs for the primary production (sawmill) are purchased from state sales agent or local forestry management units. In both cases logs are delivered directly from the forest with harvesting permit. Logs are originating from Belarus. Secondary feedstock is coming from FSC certified suppliers. All secondary feedstock is originating from Belarus.

All incoming feedstock is FSC certified. Origin information at FMU level (forestry) is available on the delivery documents or checked during the supplier audits focused on origin identification. Started from October 2018 the BP use only pre-consumer tertiary feedstock from own door production facilities.

The BP is implementing FSC credit system. Biomass is transported by railway transport and are sold at Belarusian – Latvian border, Bigosovo railway station and Belarusian-Lithuanian border, Gudogai railway station.

### 5.2 Description of Company's Supply Base

The supply base of the organization is Belarus. Almost all the material, which is used in the biomass production is coming from the sawmill, which is a part of the same organization. Besides this, all feedstock is originating from Belarus.

In Belarus, forest land covers 9.5 million ha. Forests are quite evenly spread over the country's six regions with the average value of the forest cover (ratio between the stocked forest land and the total land) being 39.3% . The size of agricultural land is 8.7 million ha.

The area covered by forest is increasing. The expansion happens both naturally and by afforestation of infertile land unsuitable for agriculture. Within the last decade, the timber production in Belarus has fluctuated approx., 19 million cubic metres (<http://www.mlh.by> 2018.)

Forest area of Belarus consists: forests- 7,89 million ha, Other wooded land 0.91 million ha.

The main wood species in Belarus are: pine 50,4%, spruce 9,2%; birch 23,1%; black alder 3,3%; grey alder 3,3 %: aspen 2,1%; other species 3,3%.

The forests in the Republic of Belarus are state property. Forests under the jurisdiction of the Ministry of Forestry (Minleshoz) cover 86% of the forest fund. Besides, a significant share of the forest fund is managed



by the Administration of the President of the Republic of Belarus (8%) and by the Ministry of Emergency Situations of the Republic of Belarus (2%).

Belarus has been a signatory of the CITES Convention since 1995. CITES requirements are respected in forest management, although there are no species included in the CITES lists in Belarus.

Forest regeneration is carried out annually over an area of 32,000 ha, including 81% of the forest planting and seeding and 19% by natural regeneration. There are 2 strictly protected Nation reserves and 4 National parks present in Belarus at the moment. Area of National reserves accounts 2,98 million ha and area of National parks is 3,98 million ha.

Forestry and the forest industry are essential parts of the republic's economy. The share of forest sector in GNP is 4-5% , 3.2% of local inhabitants are employed in forest sector.

The forest area is certified by PEFC certification scheme: 7,9 million. ha (93 forestry's) and FSC certification scheme app 7,1 million. ha (90 forestry's)

For details see the BP internet site: [http://www.pmc.by/?text\\_section\\_id=6](http://www.pmc.by/?text_section_id=6)

## 5.3 Detailed description of Supply Base

Total Supply Base area (ha): 9.5 million ha

Tenure by type (ha): 9,5 million ha state ownership, 0 million ha private forests and 0 million ha other ownership types.

Forest by type (ha): 9.5 million ha temperate forests

Forest by management type (ha): 9.5 million ha managed semi-natural

Certified forest by scheme (ha): FSC - total certified area 7,1 million ha

Quantitative description of the Supply Base can be found in the Supply Base Report of the Biomass Producer ([http://www.pmc.by/?text\\_section\\_id=6](http://www.pmc.by/?text_section_id=6) )

## 5.4 Chain of Custody system

The Organisation holds valid FSC Chain of Custody certificate (TT-COC-005327). Critical control points of the FSC CoC system were evaluated during the SBP audit as well.

The Organisation has implemented FSC credit system. Starting from December 2017 the organization buys only FSC certified input material both for sawmill and for pellet production. The organization does not use any imported material. Incoming wood reception register, and supplier list are maintained. All material is checked during the arrival and correctly recorded in the internal system. If needed physical separation may be implemented (in case of non-certified material will be sourced). The company use one credit account for SBP and FSC. If they sell FSC material this amount of material automatically deduct as SBP credit as well.

## 6 Evaluation process

### 6.1 Timing of evaluation activities

Onsite audit was conducted on March 29, 2019 (8h). Audit activities included documents review at office, inspection of production facilities and staff interviews.

Action	Place	Auditor	date/ time
Introduction meeting (Appr at 09.00-09.15)	Office	Aliaksandr Zubkevich	29.03.2019 09.00-12.30; 13.30-17.30
Analyse of the organization SBP system;  Staff interview;  Documents review procedure, instructions, training minutes, product group list, suppliers list and etc.  Analyse of FSC COC system. Checking of critical points.  Review of GHG date calculation, interview with staff  Visit of pellet factory and laboratory, staff interview, review of records  List of reviewed processes (visited departments):  1) purchase and acceptance of raw material  2) moisture measurement of raw material and products (operator);  3) production and accounting (bookkeeping);  4) Use of resources (electrician, mechanic);  5) Sales. Work with clients	Office  Pellet factory		
Lunch time  12.30-13.30	Office		
Final meeting 17.00-17:30	Office		

## 6.2 Description of evaluation activities

The audit 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 the collection of the energy and emission data.

Description of the audit evaluation:

All SBP related documentation connected to the SBP as well as FSC system of the organisation, including SBP Procedures, GHG related data, Supply Base Reports, were evaluated during the audit.

Auditor was welcomed in the company. Audit started with an opening meeting attended by the deputy director.

Auditor introduced himself, provided information about audit plan, methodology, auditor qualification, confidentiality issues, and audit methodology and clarified verification scope. During the opening meeting the auditor explained CB’s approval related issues.

After that auditor went through all applicable requirements of the SBP standards nr.2, 4, 5 and instruction documents 5a, 5b, 5c, 5d covering input clarification, existing chain of custody system, management system, CoC, recordkeeping/mass balance requirements, emission and energy data and categorisation of input and verification of SBP compliant feedstock/ biomass. During the process, overall responsible person for SBP system and as well as other persons having key responsibilities within the system were interviewed.

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

At the end audit findings were summarised and audit conclusion based on use of 3 angle evaluation method were provided to the representative of the company.

Composition of audit team:

Auditor(s), roles	Qualifications
Aliksandr Zubkevich Lead auditor Evaluation against all applicable requirements	Mr Aliksandr Zubkevich has education of engineer-economist in timber industry. He had postgraduate study at the Belarusian State Technological University. A. Zubkevich has passed FSC CoC/ FM lead auditor training course, Legal Source, ISO 14001 and SBP training coursed. Previous experience in woodworking industry and SBP pre-assessment and assessments in Belarus.

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

No Consultation was conducted for this surveillance audit

## 7 Results

### 7.1 Main strengths and weaknesses

Strengths: use of FSC credit system. Robust recordkeeping system. Good awareness of certification requirements by involved staff.

Weaknesses: please see minor NCRs below in this report.

### 7.2 Rigour of Supply Base Evaluation

N/A

### 7.3 Collection and Communication of Data

BP has robust system of measuring and recordkeeping of energy use data related to biomass production, handling and transport.

### 7.4 Competency of involved personnel

Responsible staff showed good awareness of requirements of applicable SBP standards and Instruction Documents.

### 7.5 Stakeholder feedback

No stakeholder consultations conducted prior, during or after this audit.

### 7.6 Preconditions

None.

## 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.*

Not applicable

## 9 Review of Company's mitigation measures

Not applicable

## 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.

### Closed NCR:

<b>NCR: 01/18</b>	<b>NC Classification: minor</b>
<b>Standard &amp; Requirement:</b>	Standard #2: Verification of SBP-compliant feedstock 6.2 The BP shall record the place of harvesting and the identity of the primary wood processor responsible for the supply of inputs classified as SBP-compliant Secondary Feedstock 6.3 The BP shall ensure that the place of harvesting is within the defined SB
<b>Description of Non-conformance and Related Evidence:</b>	
<p>Almost all material used in the pellet production is coming from their own sawmill. The origin is known as the origin of the primary feedstock sourced by the sawmill is known and recorded. Small volume the organization buy from other sawmills. However, the organization have no records of the place of harvesting of material classified as SBP-compliant Secondary Feedstock and supplied by FSC certified primary wood processors. Due to all these primary wood processors are small and no reason to consider the origin of their wood is outside BLR, auditor decided to issue minor NCR.</p> <p>Большая часть входящего материала, используемого для пеллетного производства получается от собственной деревообработки. Происхождение данных материалов известно. Некоторое количество входящего материала организация закупает от других деревообрабатывающих производств. Однако организация не имеет документов (записей), подтверждающих место заготовки материала, классифицированного организацией как SBP соответствующий вторичный материал и поставленного FSC сертифицированными первичными производителями. В связи с тем, что все эти первичные производители небольшие и нет оснований считать, что они закупают древесину за пределами Республики Беларусь, аудитор решил выставить незначительное несоответствие.</p>	
<b>Corrective action request:</b>	Organisation shall implement corrective actions to demonstrate conformance with the requirement(s) referenced above. Note: Effective corrective actions focus on addressing the specific occurrence described in evidence above, as well as the root cause to eliminate and prevent recurrence of the non-conformance.
<b>Timeline for Conformance:</b>	By the next annual surveillance audit, but not later than 12 months from report finalisation date
<b>Evidence Provided by Organisation:</b>	Accounting records



<b>Findings for Evaluation of Evidence:</b>	<p>The organization has provided records of the place of harvesting of material classified as SBP-compliant Secondary Feedstock and supplied by FSC certified primary wood processors started from last audit and until October 2018.</p> <p>The BP has provided evidences (accountants records) showing that from October 2018 the BP use only pre-consumer tertiary feedstock from own door production facilities for pellet production. Origin of logs used for door facilities are known.</p>
<b>NCR Status:</b>	<b>Closed</b>

## 11 Certification decision

**Based on the auditor’s recommendation and the Certification Body’s quality review, the following certification decision is taken:**

<b>Certification decision:</b>	Certification approved
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<b>Certification decision by (name of the person):</b> Pilar Gorría Serrano
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<b>Date of decision:</b>	12/Jun/2019
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<b>Other comments:</b>	<i>Click or tap here to enter text.</i>
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