

SBP

Sustainable Biomass Partnership

NEPCon Evaluation of Gairelita UAB 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

On a title page, include the following information:

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: November 9, 2015

Report authors: Oļesja Puišo

Certificate Holder: Gairelita UAB, Žironų g. 12, Radviliškis, LT- 82143, Lithuania

Producer contact for SBP: Mr. Kestutis Burdulis, +370 422 60080, pellets@gairelita.lt

Certified Supply Base: sourcing from Latvia, Lithuania, Norway, Belarus and Russia.

SBP Certificate Code: SBP-01-10

Date of certificate issue: 04/Mar/2016

Date of certificate expiry: 03/Mar/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

The certificate scope covers the production site in Radviliskis, Lithuania. The Organisation holds valid FSC Chain of Custody and FSC Controlled wood certificate, covering pellet production.

The input material used by the organisation for biomass production (both as raw material for pellet production and feedstock used into dryer) contains secondary feedstock supplied by local suppliers.

All inputs materials delivered to the pellet production plant are FSC certified, FSC controlled wood or included in the Organisation’s FSC Controlled wood verification system. Feedstock used in the biomass production originates from Latvia, Lithuania, Belarus, Norway and Russia.

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

Scope of the evaluation is indicated in the table below:

Scope Item	Check all that apply to the Certificate Scope	Change in Scope (N/A for Assessments)
Approved Standards:	<i>SBP Standard #2 V1.0 SBP Standard #4 V1.0; SBP Standard #5 V1.0</i> http://www.sustainablebiomasspartnership.org/documents	<input type="checkbox"/>
Primary Activity:	Pellet producer	<input type="checkbox"/>
Input Material Categories:	<input type="checkbox"/> SBP-Compliant Primary Feedstock	<input type="checkbox"/>
	<input checked="" type="checkbox"/> SBP-Compliant Secondary Feedstock	
	<input type="checkbox"/> SBP non-Compliant Feedstock	
	<input checked="" type="checkbox"/> Controlled Feedstock	
<input checked="" type="checkbox"/> SBP-Compliant Tertiary biomass	<input checked="" type="checkbox"/> Pre-consumer Tertiary Feedstock	<input type="checkbox"/>
	<input type="checkbox"/> Post-consumer Tertiary Feedstock	
	<input type="checkbox"/> SBP-approved Recycled Claim	
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 type="checkbox"/> Transfer <input type="checkbox"/> Percentage <input checked="" type="checkbox"/> Credit	<input type="checkbox"/>
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 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; and
- GHG data collection analysis.

4 SBP Standards utilised

4.1 SBP Standards utilised

Verification of SBP-compliant Feedstock, SBP Standard 2, Version 1.0, March 2015

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 was utilised for the evaluation as well.

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

4.2 SBP-endorsed Regional Risk Assessment

Not applicable. Supply Base Evaluation is not covered by the Scope of the Evaluation.

5 Description of Biomass Producer, Supply Base and Forest Management

5.1 Description of Biomass Producer

BP is a biomass producer with a production situated in Radviliskis, Lithuania

BP is sourcing both secondary and tertiary feedstock for its production. Pellets are produced from sawmill residuals (chips, sawdust and shavings). The pellets could be sold as SBP compliant by bulk.

The company is building new pellet production facility. New production was not included into the scope of the certification as soon as regular production is not started yet and data from the new production is not available. During the assessment The BP was notified about the need to conduct the scope expansion audit and to include new production facility into the scope of SBP certification with the aim to sold new pellets as the SBP certified or SBP controlled.

The local (Latvian and Lithuanian) suppliers deliver feedstock; however, the place of harvesting of the secondary feedstock is originating from not only Latvia and Lithuania, but also Belarus, Norway and Russia.

All Feedstock is delivered to the pellet plant by road transport. BP is using its own transport, so the information about the producer is available and is trustworthy.

Incoming feedstock is either FSC certified, FSC Controlled or controlled according to the existing BP FSC Controlled wood verification program. FSC Controlled wood verification program is applicable for feedstock originating from Latvia and Lithuania. The feedstock originating from Belarus, Norway and Russia is coming with FSC claim. Origin information is kept and origin information access agreements are signed with feedstock suppliers. As a part of the Origin Verification program BP is conducting regular supplier audits and requesting its suppliers to sign origin declaration agreements.

The BP is implementing FSC credit system. The amount of the biomass produced according to FSC credit system might be sold as SBP-compliant or SBP- controlled biomass claim.

After the production, pellets are stored in BP's facilities and then loading into the buyer's transport. Sales are done based on the EXW sales conditions.

5.2 Description of Biomass Producer's Supply Base

BP is sourcing secondary and tertiary feedstock only for its production. All feedstock is delivered by companies registered in Latvia and Lithuania, however the feedstock may originates also from Belarus, Norway and Russia.

Latvia:

3.2 million ha of forest, agricultural lands 1,87 million ha. Forests cover 51% of the total area. Area covered by forests is increasing. The expansion happens due to both natural afforestation of unused agricultural lands and by afforestation of low fertility agriculture land.

Forests lands consist of forests 91,3%, marshes 5.3%, open areas 1,1%), flooded areas 0,5% and objects of infrastructure 1,8%

The main wood species are pine 34.3%, birch 30.8% and spruce 18.0%. Other wood species are aspen, aspen, black alder, ash and oak.

51.8% of whole forest area is owned by state, 1.4% are in municipal ownership, but other 46.8% are private forests and other forest ownership types (data: State Forest Service statistics, 2014) . Management of the state-owned forests is performed by the public joint stock company AS Latvijas Valsts Meži, established in 1999. The enterprise ensures implementation of the best interests of the state by preserving value of the forest and increasing the share of forest in the national economy.

Historically, extensive use of forests as a source of profit began later than in many other European countries, therefore a greater biological diversity has been preserved in Latvia. For the sake of conservation of natural values, a total number of 674 protected areas have been established. Part of the areas have been included in the European network of protected areas Natura 2000. Most of the protected areas are state-owned.

In order to protect high nature conservation values such as rare and endangered species and habitats that are located outside designated protected nature areas, micro reserves are established. According to data of the State Forest Service (2015), the total area of micro reserves constitute 40 595 ha. Identification and protection planning of biologically valuable forest stands is carried out continuously primarily in state forests.

On the other hand, there are general nature protection requirements binding to all forest managers established in forestry and nature protection legislation aimed at preservation of biological diversity during forest management activities. They stipulate a number of requirements, for instance, preserving old and large trees, dead wood, undergrowth trees and shrubs, land cover around micro-depressions thus providing habitat for many organisms, including rare and/or endangered species.

Latvia has been a signatory of the CITES Convention since 1997. CITES requirements are respected in forest management, although none of local Latvian tree and shrub species are included in the CITES annexes.

Areas where recreation is one of the main forest management objectives add up to 8 % of the total forest area or 293 000 ha (2012). Observation towers, educational trails, natural objects of culture history value, picnic venues: they are just a few of recreational infrastructure objects available to everyone free of charge. Special attention is devoted to creation of such areas in state-owned forests. Recreational forest areas include national parks (excluding strictly protected areas), nature parks, protected landscape areas, protected dendrological objects, protected geological and geomorphologic objects, nature parks of local significance, the Baltic Sea dune protection zone, protective zones around cities and towns, forests within administrative territory of cities and towns. Management and governance of specially protected natural areas in Latvia is co-ordinated by the Nature Protection Board under the Ministry for Environmental Protection and Regional Development.

5% of Latvian inhabitants are employed in forestry, wood-working industry, furniture production Industry.

The share of forestry, woodworking industry and furniture production amounted to 6 % GDP in 2012, while export yielded 1.7 billion euro (17 % of the total volume of export).

State forests are FSC/ PEFC certified. In addition to state forest enterprise, 6 private forest managers are managing forests in accordance with FSC standard requirements. The FSC certified are in the country amounts

to a total of 1,743,157 ha, including 248,021 ha of private forestland. 1,683, 641 ha forests are also PEFC certified. The figures are correct as of April 2015.

Lithuania:

Agricultural land covers more than 50 percent of Lithuania. Forested land consists of about 28 percent, with 2.17 million ha, while land classified as forest corresponds to about 30 percent of the total land area. The south-eastern part of the country is most heavily forested, and here forests cover about 45 percent of the land. The total land area under the state Forest Enterprises is divided into forest and non-forest land. Forestland is divided into forested and non-forested land. The total value added in the forest sector (including manufacture of furniture) reached LTL 4.9 billion in 2013 and was 10% higher than in 2012. According to the ownership forests are divided into state (1.08 million ha), private forests (0,85 million ha) and other ownership types (0.2 million ha) .

According to the ownership right forests are divided in to: state forests – 1081 000 ha (49.7%), private forests - 858 000 ha (39.4%) and forest reserved for restriction 238 000 ha (10.9%).

Forest land is divided into four protection classes: reserves (2 %); ecological (5.8 %): protected (14.9 %); and commercial (77.3 %). In reserves all types of cuttings are prohibited. In national parks, clear cuttings are prohibited while thinnings and sanitary cuttings are allowed. Clear cutting is permitted, however, with certain restrictions, in protected forests; and thinnings as well. In commercial forests, there are almost no restrictions as to harvesting methods.

Lithuania is situated within the so-called mixed forest belt with a high percentage of broadleaves and mixed conifer-broadleaved stands. Most of the forests - especially spruce and birch - often grow in mixed stands. Pine forest is the most common forest type, covering about 38 percent of the forest area. Spruce and birch account for about 24 and 20 percent respectively. Alder forests make up about 12 percent of the forest area, which is fairly high, and indicates the moisture quantity of the sites. Oak and ash can each be found on about 2 percent of the forest area. The area occupied by aspen stands is close to 3 percent

Lithuania has been a signatory of the CITES Convention since 2001. CITES requirements are respected in forest management, although there are no local tree and shrub species included in the CITES annexes.

All state owned forests 1081 000 ha are FSC certified.

Belarus:

In Belarus, forestland 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 forestland and the total land) being 39.3%. Area of Agricultural area 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 Belorussia has fluctuated approx., 11 million cubic metres (<http://www.mlh.by>, 2015.)

Forest area of Belarus consists of Belarus consist of: 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%).

In Belarus an environmental protection system has been in place since 1960, from the time a Nature Protection Committee was established. Specially protected area accounts 7,7 % of the whole area of the country. However, together with the natural sites subject to special protection such as water conservation zones and areas of habit and growth of endangered wild animals and plant species, this figure increases to 22,1 % of the country's total area.

It is considered that about 75 % of the original Central European mixed forest cover is estimated to be lost. Pristine and relic stands of this forest type are believed to have been eliminated complete except in Belovezha Forest, which is located close to Belarus and Poland border. It is one of the largest and best presented forest tract in the lowlands Europe. It still contains a wide array of old-growth forest stands representing all the major habitat types, a rich variety of wildlife and a still not sufficiently studied numerous lower plants, fungi and slime moulds.

Belorussia 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 Belorussia.

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. In Belarus wood-based industry consists of forestry (13.5% of all production), Roundwood processing (69,5 % of all production), pulp and paper (16,4 % of all production) sectors.

All forest area is certified by PEFC certification scheme: 7,7 million. Ha (83 forestries) and FSC certification scheme 5,0 million. Ha (61 forestries)

Norway:

About 38% of the surface area in Norway is covered by forest. The total forested area amounts to 12 million hectares, including more than 7 million hectares of productive forest. 15% of the productive forest has been estimated as non-economic operational areas due to difficult terrain and long distance transport, which means that economical forestry may only be operated in about 50% of the forested area. The most important species are Norway spruce (47%), Scots pine (33%) and birch (18%).

From the forest area: Privately owned forests 80 % ; State and municipalities 12%.

Industrial private 4 %; Local common land 4 %

All productive forests in Norway are certified, i.e. 7.397.000 hectares (both FSC and PEFC). The number of certified forest owners is approximately 43.000 (private, municipalities, state).

Approximately 6.4% of mainland Norway has protected area status. In addition, 15,000 square km of Spitsbergen is designated as conservation area - national parks, nature reserves or other kinds of protected area cover 10-12% of the area of the remote islands.

The total number of species in Norway is estimated to be 45,000, of which approximately 33,000 are known and described. It exists information enough to estimate whether a species is threatened or not for only 10,000 species. Of these, 150 are threatened by extinction, 279 are deemed vulnerable, 800 are categorized as rare (the last number also includes species, which are rare of natural causes and not only because of human intervention). 359 are deemed species of special concern, 36 species are indeterminate, while 169 species are classified as insufficiently known.

Species "Red lists" can be used to point out the habitats containing an especially rich variety of endangered species. Red list species have often proved to be the red warning lights of nature to tell us that a biotope is threatened or something else is wrong in nature. The red lists also give us a picture of the condition of our flora and fauna, and may contribute to the efforts of securing and improve the ecosystem for these species.

http://www.borealforest.org/world/world_norway.htm

In the country there are areas of endangered high conservation value forests. More specifically, there are Global200 and IFL areas in the northern mountain regions.

Norway has been a signatory of the CITES Convention since 1976. CITES requirements are respected in forest management, although there are no local tree and brush species included in the CITES lists annexes.

Those regions identified by Conservation International as a Biodiversity Hotspot. Those forest, woodland, or mangrove ecoregions identified by World Wildlife Fund as a Global 200 Ecoregion and assessed by WWF as having a conservation status of endangered or critical. Those regions identified by the World Resources Institute as a Frontier Forest Intact Forests Landscapes, as identified by Greenpeace (www.intactforests.org)

In 2006 forestry and the forest industries accounted for about 0.8% of the Gross National Product in Norway. Of the total employment of 2.443.000 persons in Norway, approximately 40.000 people receive their income from forestry and from the forest industry. 6.700 persons (0.3%) are directly employed in forestry. About 50 percent of the Norwegian round wood harvested is used by sawmills. There are 225 sawmills in Norway operating on an industrial scale.

Russia:

Forests cover 46.6% of the area of the Russian Federation, which is 1183.3 million hectares. The total area of FSC forestland on the territory of the Russian Federation is 764 million hectares, accounting for about 21% of world reserves of standing timber.

Forests are mainly boreal. Areas occupied by the main wood species plantations remain rather stable within last decades. Hardwood species compose 68.4%, softwood – 21,7%. Other wood species compose less than 1% of the forests.

The total reserve of the wood in the forests located on forest fund land is 80 billion m³. In accordance with Russian legislation, 100% of the forest fund land are state property. Legal entities can use forest areas in lease and short-term use. Lease relations are the dominant legal form of forests using.

Allowable woodcutting area in the Russian Federation is about 660 million m³, including softwood - 370 million m³. Using the allowable woodcutting area does not exceed 35% of the country territory.

According to Rosleskhoz (Russian Forestry), data the total recourses of increased volumes of cutting with the aim of cutting within the country is about 400 million m³ per year. High quality reproduction of forest resources and protective forestation is a prerequisite for use of forests. All reforestation activities in leased forest areas are planned and carried out by forest users at their own expense in accordance with the forest management projects. The main way of reforestation in the Russian Federation is the procurement of natural regeneration. Artificial reforestation is carried out by creating forest plantations: planting or seeding of forest plants in the region of the supply base where active wood-cutting is taking place. As well all forest users plan and implement a set of fire-prevention measures aimed at preventing and reducing the after-effects of forest fires in the summer period.

According to the forest, legislation of the Russian Federation the species listed in the Red Book shall be preserved as well as their habitats when harvesting. Banned is harvesting of precious, become extinct and specially protected wood species.

Forest complex of the Russian Federation, including the forestry and forest industry of harvesting and wood handling occupies an important place in the economy of the country. Products of forest complex are widely used in many industries, construction, agriculture, printing, trade and medicine.

The forest complex of the Russian Federation employs about 60 thousand of large, medium and small enterprises in all regions of the country.

The share of the forestry sector accounts 1.3% of GDP; 3.7% of the total industrial output, 2.4% of foreign profits in the scale of the Russian Federation. The total number of employees in the forest complex of Russia is about 1 million people.

From the total production of forest complex of the Russian Federation about 60% products are for the domestic market and 40% - for export.

Forest certification is an effective tool for combating against illegal harvesting and illegal wood trade. The forest certification FSC (Forest Stewardship Council) is widely used in Russia. The total area of FSC certified forests is 619 821.4 ha. Also the certification system PEFC (Program for the Endorsement of Forest Certification Schemes) is used but less extensively. Certified forest area in Russia is about 40 million hectares, or 30% of the total number of forest under lease. Certified forests are located in 25 regions of Russia. The number of FM certificates on forest management is 121, the number of chain of custody certificate CoC is 320. Also the number of certificates for controlled wood is growing steadily, according to recent data it was about 140. The dynamics of forest certification in Russia points to the ever-increasing activity of wood companies, which indicates to the responsibility to ensure the legality of wood harvested and compliance with environmental and other requirements.

Detailed information about the supply base region (general description of the forest resources and forest management practices within the Supply Base) is publically available at the BP's homepage:

http://www.gairelita.lt/GaireLita/4-Gairelitas_SBR_EN_Jun2015.pdf

5.3 Detailed description of Supply Base

Total Supply Base area (ha): 778,87 million ha (including Latvia, Lithuania, Belarus and whole area of Russia)

Tenure by type (ha): 776.87 million ha state ownership, 2,36 million ha private forests ; other 0.28 million ha

Forest by type (ha): boreal 768,67, hemi- boreal 10.2 million ha

Forest by management type (ha): 778.87 million ha managed natural

Certified forest by scheme (ha): FSC, total certified area 47.82 million ha (FSC) and 9.39 million ha PEFC

Quantitative description of the Supply Base can be found in the Biomass Producer's Public Summary Report

http://www.gairelita.lt/GaireLita/4-Gairelitas_SBR_EN_Jun2015.pdf

5.4 Chain of Custody system

The Organisation is holding valid FSC Chain of Custody and FSC Controlled wood certificate. Valid FSC system description and other documents exist.

The Organisation is implementing FSC credit system. FSC Credit system is used for materials received as FSC certified, FSC Controlled wood and feedstock verified according to the Organisation's own Controlled wood verification system. The Controlled wood system of the organisation is covering only Latvia and Lithuania. Feedstock from Norway, Belarus and Russia is delivered by FSC certified suppliers and are coming with FSC certification claim. Supplier list is maintained. The BP was FSC assessed in September 2015, however FSC certified production is not started by the BP yet.

After the reception, incoming feedstock and unloaded into piles according to type of feedstock and load is registered into the recordkeeping system. For the credit account purposed, the volume of feedstock is recalculated into the sawdust and then into the tons based on the conversion factors and volume into tons recalculation coefficient. It is designated into the procedures, that FSC credit account is updated once in a month: with the data about the raw material, reception and pellets sold with the SBP claim.

In case of the FSC and / or SBP sales, the volume of sold pellets is withdrawn from the credit account.

6 Evaluation process

6.1 Timing of evaluation activities

Onsite pre-assessment was conducted at July 27, 2015

Onsite assessment was conducted at September 23, 2015

Additional desk verification and staff interview was conducted at November 4, 2015.

Totally 4.5 days was spent for this evaluation: 2,0 full days onsite + 2.5 day documented evidence review prior to the assessment

6.2 Description of evaluation activities

The assessment 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.

Description of the assessment evaluation:

September 23, 2015.

Auditor team was welcomed in UAB Gairelita office in Radviliškis. Auditors started with an opening meeting attended by Economic Consultant, Director, Production Director and Director of commerce. Auditor team members introduced themselves, provided information about audit plan, methodology, auditor qualification, confidentiality issues, assessment methodology and clarified verification scope.

During the assessment, the audit team evaluated existing production. Company's new production was not included into the scope of the evaluation as soon as production was not launched and there is no GHG data for the calculation exist.

After that auditor went through all applicable requirements of the SBP standards nr.2, 4, 5 and instruction documents 5a: covering input clarification, existing chain of custody and controlled wood system, management system, CoC, recordkeeping/mass balance requirements, emission, energy data, and categorisation of input and verification of SBP compliant and SBP Controlled feedstock/ biomass.

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

After a roundtrip around BP's pellet production was undertaken. During the site tour applicable records were reviewed, production staff was interviewed.

After the audit supplier audit reports and plan was reviewed by the auditor. 2 suppliers selected by the auditor had been visited by the BP and the auditor team. During the supplier audits, auditor team observed the audit methodology of the supplier audits conducted by the BP team.

After the site visit an assessment preliminary results were presented to the Organisation after the visit a written audit results were provided to the Organisation.

November 4, 2015

Supplier origin agreements, supplier origin declaration, invoices for delivery of FSC certified feedstock as well as updated SBR were provided by the BP and reviewed by the auditor. It was also confirmed that new version of the SBR is endorsed by the management representatives and uploaded into the BP's homepage. Additional interview with responsible staff was conducted.

6.3 Process for consultation with stakeholders

The stakeholder consultation was carried out on 19th of August, 2015 by sending direct email to different stakeholder categories: state institutions, local NGOs, authorities, government bodies, forest owners associations, academic and research institutions as well as publishing the notification on NEPCon website. No comments from the stakeholders were received. The stakeholder notification letter is added as an Exhibit to this report.

7 Results

7.1 Main strengths and weaknesses

Strength: SBP system elements are implemented at the time of the assessment. Use of the FSC credit system. Efficient recordkeeping system. Small number of the management staff and clearly designated responsibilities within the staff members.

Weaknesses: FSC certificate was obtained recently and no FSC production was started until now. The BP is implementing changes in its supply (suppliers and supplied raw materials volumes are reviewed). See additional information in NCR section of the report.

7.2 Rigour of Supply Base Evaluation

Not applicable

7.3 Compilation of data on Greenhouse Gas emissions

Prior the assessment the organization has not recorded data on greenhouse gas emissions and has only started for purposes of the SBP certification. This included the most part of the work spent on the preparation for the certification. The data at the end of the assessment were complete and accurate, however there are some minor non-conformities to be addressed. For details see below.

7.4 Competency of involved personnel

Auditor(s), roles	Qualifications
Ojesja Puišo Lead auditor Evaluation against all applicable requirements	Auditor, evaluation against all applicable requirements. MSc in Logistics and has been working in NEPCon since 2005. She has participated in CoC and FM audits in Latvia and other countries. Olesja has passed FSC CoC/ FM and PEFC CoC lead auditor training course, Legal Source, SAN, ISO 14001 and SBP training coursed. Previous experience in woodworking industry.
Gerimantas Gaigalas Auditor in training Document review in Local language, local expert	He has Master’s degree on Forestry (graduated in Lithuanian Academy of Agriculture), BSc degree in Law and Master’s degree in International Law (graduated in University of Mykolas Romeris) and diploma in programming (Electronic College in Vilnius). He has experience leading the International Relations and Agreements Division in the Ministry of Environment as well as experience working in United Nations Development Programme (UNDP) Papua New Guinea regional office and Institute of Environment Sustainability of EU Commission in Italy. Gerimantas has successfully passed Forest Management and Chain of Custody lead auditor training. Gerimantas is working in UAB”NEPCon LT” as certification manager since

	2013. Since 2014 he is implementing PEFC CoC audits, in 2013 completed PEFC CoC auditor training according to the new Chain of Custody standard.
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7.5 Stakeholder feedback

No stakeholder comments are received.

7.6 Preconditions

No preconditions to this certification were identified at the time of the main assessment.

8 Review of Biomass Producer's Risk Assessments

Not applicable

9 Review of Biomass Producer's mitigation measures

Not applicable

10 Non-conformities and observations

NCR: 01/15	NC Classification: Minor
Standard & Requirement:	SBP Standard 2 (ver. 1.0), section 5
Report Section:	Appendix A p.1,1
Description of Non-conformance and Related Evidence:	
<p>The BP is Secondary feedstock from local (Lithuanian and Latvian suppliers situated near the factory. The BP is considering Lithuania and Latvia as a main Supply Base (SB) for all feedstock used for the production of SBP-Compliant Biomass. Small volume of feedstock is originating from Belarus, Norway and Russia as well.</p> <p>During the time period from the SBP pre-assessment and the main assessment, company reviewed the supplier list and excluded significant number of the suppliers from the supplier list.</p> <p>The information about the raw material origin is collected through the supplier origin declaration and is confirmed based on the supplier audits.</p> <p>According the SBP procedures section 6.1 origin declaration will be resigned annually and supplier audits conducted for all suppliers at least once in a year. It was confirmed during the assessment that supplier origin declarations are signed with all the suppliers included in the supplier list of the company.</p> <p>Besides this, agreement with Pata AB SIA contains a condition that Pata AB is allowing certification body BM Trada to conduct on site evaluation, but not often then once in a year.</p>	
Corrective action request:	<p>Organisation shall implement corrective actions to demonstrate conformance with the requirement(s) referenced above.</p> <p>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.</p>
Timeline for Conformance:	By the next annual surveillance audit
Evidence Provided by Organisation:	PENDING
Findings for Evaluation of Evidence:	PENDING
NCR Status:	OPEN
Comments (optional):	
<p>Is the non-conformity likely to impact upon the integrity of the affected SBP-certified products and the credibility of the SBP trademarks?</p>	
<p>Yes <input type="checkbox"/></p> <p>No <input checked="" type="checkbox"/></p>	

NCR: 02/15	NC Classification: Major	
Standard & Requirement:	SBP Standard 2 (ver. 1.0), requirement 6.2	
Report Section:	Appendix A p.1.3.	
Description of Non-conformance and Related Evidence:		
<p>Supplier list is available. All feedstock is delivered by the BP owned transport directly from producers. Information about the supplier is available in the delivery documentation.</p> <p>The BP is Secondary feedstock from local (Lithuanian and Latvian suppliers situated near the factory. The BP is considering Lithuania and Latvia as a main Supply Base (SB) for all feedstock used for the production of SBP-Compliant Biomass. Small volume of feedstock is originating from Belarus, Norway and Russia as well.</p> <p>During the time period from the SBP pre-assessment and the main assessment, company reviewed the supplier list and excluded significant number of the suppliers from the supplier list.</p> <p>The information about the raw material origin is collected through the supplier origin declaration and is confirmed based on the supplier audits. It was also identified that 5 of the suppliers from the existing supplier list (appr. 20% from all) signed no supplier origin information and no proper evidence regarding the SP exist for this suppliers. The requirement not to accept wood from supplier signed no origin declaration is designated into the section 6.2.1. of the SBP procedures. Responsible staff confirmed that the suppliers shall be excluded from the supplier list until the time, supplier declaration will be signed and evidence regarding the SB will be obtained. Besides the fact proper procedures exist, it was confirmed during the assessment that it was not fully implemented in practice for all the suppliers.</p>		
Corrective action request:	<p>Organisation shall implement corrective actions to demonstrate conformance with the requirement(s) referenced above.</p> <p>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.</p>	
Timeline for Conformance:	Prior to the certification	
Evidence Provided by Organisation:	Updated supplier list, origin declarations/ agreements with the suppliers from the list; delivery document with FSC claims for suppliers sourcing outside Latvia and Lithuania, updated SBR	
Findings for Evaluation of Evidence:	<p>After the main assessment the BP provided to the auditor updated SBR updated with information for new supply base regions: Norway, Belarus and Russia. In addition to this the BP provided auditor with updated supplier list, origin declarations for these supplier and sample of the FSC delivery documents for suppliers sourcing from Norway, Belarus and Russia. The documents were reviewed and auditor concluded that evidences provided by the company are sufficient to prove the supply base.</p>	
NCR Status:	Closed	
Comments (optional):		
Is the non-conformity likely to impact upon the integrity of the affected SBP-certified products and the credibility of the SBP trademarks?		Yes <input type="checkbox"/>

	No <input checked="" type="checkbox"/>
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NCR: 03/15	NC Classification: Minor	
Standard & Requirement:	SBP Standard 2 (ver. 1.0), requirement 6.3.	
Report Section:	Appendix A p.1.4.	
Description of Non-conformance and Related Evidence:		
<p>According to the BP procedures, BP shall sign origin confirmation agreements with all Suppliers. Additionally BP is implementing supplier internal audit verification program. At the date of the assessment 4 supplier audits were conducted two more (one for company already audited by the BP and one more for company was not audited by the BP before) was conducted together with the auditor at the assessment day, so 5 supplier audits are conducted in total. Two supplier audits were conducted together with the auditors, one for previously audited supplier and one for the new supplier (both selected randomly). Total number of the currently active secondary feedstock suppliers is 35.</p> <p>The BP was applying sampling formula designated into the standard FSC-STD-20-011. The sampling was calculated according to equation $0.8 * \sqrt{\text{number of suppliers}}$ was applied by the BP. Based on this sampling 5 supplier audits were conducted for the assessment.</p> <p>During the assessment it was identified that the supplier audits are scheduled until the end of the year and just part of the suppliers are visited prior to the assessment and information about the origin is confirmed based on supplier audits for all the existing suppliers.</p>		
Corrective action request:	<p>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.</p>	
Timeline for Conformance:	By the next annual surveillance audit	
Evidence Provided by Organisation:	PENDING	
Findings for Evaluation of Evidence:	PENDING	
NCR Status:	OPEN	
Comments (optional):		
Is the non-conformity likely to impact upon the integrity of the affected SBP-certified products and the credibility of the SBP trademarks?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

NCR: 04/15	NC Classification: Major	
Standard & Requirement:	SBP Standard 2 (ver. 1.0), requirement 7.1.	
Report Section:	Appendix A p.2.1.	
Description of Non-conformance and Related Evidence:		
Initial English version of the SBR is made publically available into the SP homepage: http://www.gairelita.lt/GaireLita/4-Gairelitas_SBR_EN_Jun2015.pdf . Besides this BP updated the SBR with new supply Base Regions: Norway, Belarus and Russia, however new version is not published in the SB homepage. Www.gairelita.lt .		
Corrective action request:	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.	
Timeline for Conformance:	Prior to the certification	
Evidence Provided by Organisation:	Risk assessment on the BP homepage: http://www.gairelita.lt/GaireLita/4-Gairelitas_SBR_EN_Jun2015.pdf .	
Findings for Evaluation of Evidence:	<u>After the assessment the BP provided confirmation new version of the SBR is uploaded and is available in the BP homepage:</u> http://www.gairelita.lt/GaireLita/4-Gairelitas_SBR_EN_Jun2015.pdf . NCR 04/15 is closed based on evidence provided after main part of the assessment.	
NCR Status:	CLOSED	
Comments (optional):		
Is the non-conformity likely to impact upon the integrity of the affected SBP-certified products and the credibility of the SBP trademarks?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

NCR: 05/15	NC Classification: Minor	
standard & Requirement:	SBP Standard 2 (ver. 1.0), requirement 2c 2	
Report Section:	Appendix A p.2.6	
Description of Non-conformance and Related Evidence:		
At the time of the assessment BP demonstrated English version of the SBR. No SBR translation into local language (Lithuanian) was provided for the assessment. Only English version of the SBR is published into the BP homepage.		
Corrective action request:	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.	
Timeline for Conformance:	By the next annual surveillance audit	
Evidence Provided by Organisation:	PENDING	
Findings for Evaluation of Evidence:	PENDING	
NCR Status:	OPEN	
Comments (optional):		
Is the non-conformity likely to impact upon the integrity of the affected SBP-certified products and the credibility of the SBP trademarks?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

NCR: 06/15	NC Classification: Minor	
Standard & Requirement:	SBP Standard 4 (ver. 1.0), requirement 2C, 4.1	
Report Section:	Appendix B p.2.8.	
Description of Non-conformance and Related Evidence:		
<p>The Supply Base Report meets the requirements of SBP: covering figures designated in SBR report template and is completed by using the latest version of the SBR Template for Biomass producers. The following inaccuracies were identified into the report:</p> <ul style="list-style-type: none"> a) Not- applicable standard nr.6 is mentioned in the overview section of the report; b) PEFC certified area is not reported for Russia in the section 2.1. of the SBR report.; c) Overview of the proportions of SBP feedstock product groups as well as number of suppliers for each SBP product group is missing in the section p.2.1. The information about the suppliers is not entered as soon as it is considered by the BP to be commercially sensitive information; d) Total feedstock volume is reported into the section 2.5 of the report; no information is available about volume and origin of the tertiary feedstock, BP accounts secondary and tertiary feedstock together; e) The section 2.5m of the SBR contains wrong information regarding the origin of secondary feedstock. Norway, Russia and Belarus are missing as a origin information. 		
Corrective action request:	<p>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.</p>	
Timeline for Conformance:	By the next annual surveillance audit	
Evidence Provided by Organisation:	PENDING	
Findings for Evaluation of Evidence:	PENDING	
NCR Status:	OPEN	
Comments (optional):		
Is the non-conformity likely to impact upon the integrity of the affected SBP-certified products and the credibility of the SBP trademarks?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

NCR: 07/15	NC Classification: Major	
Standard & Requirement:	SBP Standard 2 (ver. 1.0), requirement 19.2	
Report Section:	Appendix A p.12.2	
Description of Non-conformance and Related Evidence:		
During the assessment it was identified that SBR published at the homepage of the BP is not signed by the senior manager of the BP.		
Corrective action request:	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.	
Timeline for Conformance:	Prior to the certification	
Evidence Provided by Organisation:	Risk assessment endorsed by the management of the BP in BP's homepage: http://www.gairelita.lt/GaireLita/4-Gairelitas_SBR_EN_Jun2015.pdf .	
Findings for Evaluation of Evidence:	<u>After the assessment the BP provided confirmation new version of the SBR is endorsed by the senior management signature and is uploaded and is available in the BP homepage:</u> http://www.gairelita.lt/GaireLita/4-Gairelitas_SBR_EN_Jun2015.pdf . NCR 04/15 is closed based on evidence provided after main part of the assessment.	
NCR Status:	CLOSED	
Comments (optional):		
Is the non-conformity likely to impact upon the integrity of the affected SBP-certified products and the credibility of the SBP trademarks?		Yes <input checked="" type="checkbox"/>
		No <input type="checkbox"/>

NCR: 08/15	NC Classification: Major	
Standard & Requirement:	SBP Standard 4 (ver. 1.0), requirement 6.2.1.	
Report Section:	Appendix B p.6.1.	
Description of Non-conformance and Related Evidence:		
BP collected data in compliance with the latest version of SBP Standard 5. However SBP procedures does not foresee any actions shall be taken by the BP in case of changes into the SBP standards in general and changes related to the changes into standard nr.5		
Corrective action request:	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.	
Timeline for Conformance:	Prior to the certification	
Evidence Provided by Organisation:	PENDING	
Findings for Evaluation of Evidence:	PENDING	
NCR Status:	OPEN	
Comments (optional):		
Is the non-conformity likely to impact upon the integrity of the affected SBP-certified products and the credibility of the SBP trademarks?		Yes <input checked="" type="checkbox"/>
		No <input type="checkbox"/>

NCR: 09/15	NC Classification: Minor	
Standard & Requirement:	SBP Standard 5 (ver. 1.0)/ Instruction document 5A, requirement 5a, 2.1.1)	
Report Section:	Appendix C p.2.1.	
Description of Non-conformance and Related Evidence:		
During the assessment it was identified that explanation of ZZ identifier of the scope reference number done in SBP procedures p.10.3.6. does not contain reference the reporting period, just production end points. During the audit staff confirmed understanding of the ZZ identifier.		
Corrective action request:	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.	
Timeline for Conformance:	By the next annual surveillance audit	
Evidence Provided by Organisation:	PENDING	
Findings for Evaluation of Evidence:	PENDING	
NCR Status:	OPEN	
Comments (optional):		
Is the non-conformity likely to impact upon the integrity of the affected SBP-certified products and the credibility of the SBP trademarks?		Yes <input type="checkbox"/>
		No <input checked="" type="checkbox"/>

NCR: 10/15	NC Classification: Minor	
Standard & Requirement:	SBP Standard 5 (ver. 1.0)/ Instruction document 5A, requirement 5a, 3.7.1.)	
Report Section:	Appendix C p.4.7.	
Description of Non-conformance and Related Evidence:		
<p>BP owns 11 truck used for feedstock transportation. According to BP they are only using only their own transport and no other haulers are involved. Trucks are filling diesel petrol at petrol station. The data is based on petrol station bill for truck feeling. Trucks are not use for other purposes. Diesel is reported in litres of diesel/ t feedstock as it is required in the standard. The data is reported as average for all feedstock types together, but not individually of each feedstock type.</p>		
Corrective action request:	<p>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.</p>	
Timeline for Conformance:	By the next annual surveillance audit	
Evidence Provided by Organisation:	PENDING	
Findings for Evaluation of Evidence:	PENDING	
NCR Status:	OPEN	
Comments (optional):		
Is the non-conformity likely to impact upon the integrity of the affected SBP-certified products and the credibility of the SBP trademarks?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

NCR: 11/15	NC Classification: Minor	
Standard & Requirement:	SBP Instruction document 5A (ver. 1.0), requirement 4.2.5	
Report Section:	Appendix C p.5.2.4.	
Description of Non-conformance and Related Evidence:		
<p>Moisture measurements are recorded in paper registers, which are submitted into accountancy later on. Sample of the register is available in Exh.7. The moisture is measured for mixture of feedstock entering the production chain and is calculated as a simple average. The requirement to use weighted average calculation for the average moisture level identification is not specified into the BP procedures as well.</p>		
Corrective action request:	<p>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.</p>	
Timeline for Conformance:	By the next annual surveillance audit	
Evidence Provided by Organisation:	PENDING	
Findings for Evaluation of Evidence:	PENDING	
NCR Status:	OPEN	
Comments (optional):		
Is the non-conformity likely to impact upon the integrity of the affected SBP-certified products and the credibility of the SBP trademarks?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

NCR: 12/15	NC Classification: Minor	
Standard & Requirement:	SBP Standard 5A (ver. 1.0)/ Instruction document 5a requirement 6.1	
Report Section:	Appendix C p.7.2	
Description of Non-conformance and Related Evidence:		
<p>Findings: No proper description of forest management practices in the SB region exist, evermore the description only covers forest management practices for Latvia and Lithuania. It is also mentioned that additional information is available into the Supply base report, however no reference to this document is added.</p>		
Corrective action request:	<p>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.</p>	
Timeline for Conformance:	By the next annual surveillance audit	
Evidence Provided by Organisation:	PENDING	
Findings for Evaluation of Evidence:	PENDING	
NCR Status:	OPEN	
Comments (optional):		
<p>Is the non-conformity likely to impact upon the integrity of the affected SBP-certified products and the credibility of the SBP trademarks?</p>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

NCR: 13/15	NC Classification: Minor	
Standard & Requirement:	SBP Standard 5A (ver. 1.0)/ Instruction document 5a requirement 8.1.	
Report Section:	Appendix C p.9.1.	
Description of Non-conformance and Related Evidence:		
Findings: The organization has Batch specific data in place, containing all requirements. "Secondary (tertiary)" feedstock is indicated in the input type section of the report and secondary and tertiary feedstock are not mentioned as 2 separate feedstock categories.		
Corrective action request:	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.	
Timeline for Conformance:	By the next annual surveillance audit	
Evidence Provided by Organisation:	PENDING	
Findings for Evaluation of Evidence:	PENDING	
NCR Status:	OPEN	
Comments (optional):		
Is the non-conformity likely to impact upon the integrity of the affected SBP-certified products and the credibility of the SBP trademarks?		Yes <input type="checkbox"/>
		No <input checked="" type="checkbox"/>

OBS: 01/15	Standard & Requirement:	SBP Standard 2 requirement 7.3
	Report Section	Appendix A p 2.2.
Description of findings leading to observation:	The relevant requirement is specified in SBP procedures Section 7. and is implemented. Prior to the assessment BP submitted Supply Base Report. SBR was completed by using the latest version of the SBR available in the SBP website. It was also identified during the assessment that BP is having 2 homepages: international one (www.gairelita.com) and local (www.gairelita.it) both pages are linked together. However, it was identified that SBR is published at the local page of the organisation, however reference to the international homepage is provided into the Supply Base Report, which might be confusing for the interested parties.	
Observation:	It is recommended to make sure the consistency of the data in between the source data is published and information into the SBR, so it is not confusing for the the interested parties.	

OBS: 02/15	Standard & Requirement:	SBP Standard # 4 requirement 5.5.2
	Report Section	Appendix B p 4.4
Description of findings leading to observation:	The BP intends to use both ‘SBP-compliant biomass’ and ‘SBP-controlled biomass’ claims. Typing mistakes are present into the SBP sales related procedure p.9.2. the “SBP Compliant Biomass claim is used instead of ‘SBP-compliant biomass’ and “SBP Controlled Biomass” instead of ‘SBP-controlled biomass’.	
Observation:	It is recommended to update procedure with the aim to avoid risk of wrong claims appear in the SBP biomass sales documents.	

OBS: 03/15	Standard & Requirement:	SBP Standard # 5, instruction document 5a requirement 4.2.1.
	Report Section	Appendix C p.5.2.1.
Description of findings leading to observation:	BP is indicating average moisture for all feedstock type together, not per each feedstock type. BP is having designated moisture values (valid for 1 year) for each supplier based on the experimental measurements.	
Observation:	It is recommended to calculate a value for each feedstock type separately.	

11 Certification decision

State the Certification Body’s certification decision. If it is determined that the Biomass Producer should be awarded certification, provide a clear statement that the Biomass Producer has been certified by the Certification Body as meeting the requirements of the specified SBP Standard, the date of that certification, and the expiry date of the certificate.

Based on Organisation’s conformance with SBP requirements, the auditor makes the following recommendation:	
<input checked="" type="checkbox"/>	Certification approved: Upon acceptance of NCR(s) issued above
<input checked="" type="checkbox"/>	Certification not approved:
Based on auditor’s recommendation and NEPCon quality review following certification decision is taken:	
NEPCon certification decision: The Biomass Producer has been certified by NEPCon as meeting the requirements of the specified SBP Standard. The certificate can only be issued after NEPCon will receive approval of this report from SBP.	
Certification decision by: Ondrej Tarabus	
Date of decision: 15.12.2015	

12 Surveillance updates

Note: Surveillance updates shall be provided to SBP as specified in SBP Standard 3: Certification Systems: Requirements for Certification Bodies.

13 Evaluation details

Primary Responsible Person: (Responsible for control system at site(s))	Kęstutis Burdulis, Economic consultant
Auditor(s):	Oļesja Puišo- SBP Lead auditor
People Interviewed, Titles:	Edmundas Vilčiauskas, Director; Saulius Jakelaitis, Director of Finance Valdemaras Bugys, Production director; Vaidotas Lukys, chief financial officer; Kęstutis Burdulis, Economic consultant
Brief Overview of Audit Process for this Location:	See in section 6.2 Description of evaluation activities in the main part of the report.
Comments:	