

# NEPCon Evaluation of HOFOR Energiproduktion A/S 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*

*Version 1.0: published 26 March 2015*

*Version 1.1: published 30 January 2018*

*Version 1.2: published 4 April 2018*

*Version 1.3: published 10 May 2018*

*Version 1.4: published 16 August 2018*

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# Table of Contents

<b>1</b>	<b>Overview</b>
<b>2</b>	<b>Scope of the evaluation and SBP certificate</b>
<b>3</b>	<b>Specific objective</b>
<b>4</b>	<b>SBP Standards utilised</b>
4.1	SBP Standards utilised
4.2	SBP-endorsed Regional Risk Assessment
<b>5</b>	<b>Description of Company, Supply Base and Forest Management</b>
5.1	Description of Company
5.2	Description of Company's Supply Base
5.3	Detailed description of Supply Base
5.4	Chain of Custody system
<b>6</b>	<b>Evaluation process</b>
6.1	Timing of evaluation activities
6.2	Description of evaluation activities
6.3	Process for consultation with stakeholders
<b>7</b>	<b>Results</b>
7.1	Main strengths and weaknesses
7.2	Rigour of Supply Base Evaluation
7.3	Collection and Communication of Data
7.4	Competency of involved personnel
7.5	Stakeholder feedback
7.6	Preconditions
<b>8</b>	<b>Non-conformities and observations</b>
<b>9</b>	<b>Certification decision</b>

# 1 Overview

CB Name and contact:	NEPCon OÜ, Filosoofi 31, 50108 Tartu, Estonia
Primary contact for SBP:	Ondrej Tarabus otarabus@nepcon.org, +420 606 730 382
Current report completion date:	17/Jan/2020
Report authors: :	Steffen Just, Lead Auditor
Name of the Company:	HOFOR Energiproduktion A/S
Company contact for SBP:	Sune Balle Hansen, Sustainability Advisor. Phone: +45 2795 4230, e-mail: subh@hofor.dk
Certified Supply Base:	N/A - Trader
SBP Certificate Code:	SBP-01-72
Date of certificate issue:	21/Apr/2017
Date of certificate expiry:	20/Apr/2022

This report relates to the Third Surveillance Audit

## 2 Scope of the evaluation and SBP certificate

The SBP certification scope contain trading activities only.

Trading of wood pellets, wood chips and fuel wood logs, for use in energy production and transport from BPs Worldwide to various port Worldwide.

### 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;
- Interviews with responsible staff;
- Review of the records

## 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

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

### 5.1 Description of Company

The SBP certification scope contain trading activities only.

Trading of wood pellets, wood chips and fuel wood logs, for use in energy production and transport from BPs Worldwide to various port Worldwide.

HOFOR Energiproduktion A/S is trading wood pellets, wood chips and fuel wood logs. The purpose of the organization is mainly to source input material for HOFOR Energiproduktion A/S own power plant in Copenhagen. The SBP certification is held with the purpose of claiming the use of SBP biomass in own power plant, and to be able to pass on SBP claims, if a shipment or position of SBP material is to be sold. The company is currently using 2 external (outsourced) storage sites. Yard of the power plant is not included in the certification scope.

The organization is FSC and PEFC CoC certified, and the CoC systems are based on the FSC transfer system and PEFC Physical segregation system, respectively.

So far, the company has only sold on entire bulks of biomass with an SBP claim, where they have not been responsible for any transport and have not unloaded any of the shipments to their storage sites. However, in the future, there could be a change of GHG profile under HOFOR Energiproduktion A/S ownership, if a shipment is bought at one harbour, and sold to a customer at a different harbour or when they move biomass from one of their storage sites to the power plant. When transport or shipment in the future will happen under HOFOR ownership and the GHG profile of the SBP Biomass change, HOFOR fills in an SREG template and provides it to the costumer along with other sales documentation.

### 5.2 Description of Company's Supply Base

Not applicable

### 5.3 Detailed description of Supply Base

Not applicable

### 5.4 Chain of Custody system

The organization is FSC and PEFC CoC certified, and the CoC systems are based on the FSC transfer system and PEFC Physical segregation system, respectively. They have included two outsourced storage sites, however, they have not sold any material from these storage sites.



## 6 Evaluation process

### 6.1 Timing of evaluation activities

The SBP assessment was carried out concurrently with the FSC and PEFC annual audits of the organization. The process took approximately 4 hours and followed the audit plan below:

Activity	Location	Auditors	Date/time
Visit storage site	Grenaa Havn	Steffen Just	19/11/2019
Visit main office	Main Office	Steffen Just	5/12/2019
Opening meeting* <ul style="list-style-type: none"> <li>- Presentation of participants</li> <li>- Confirmation of agenda</li> <li>- HOFOR presentation of CoC systems</li> </ul>			10:00 - 10:30
Review of Documented Control Systems for SBP, FSC and PEFC <ul style="list-style-type: none"> <li>- Overall CoC system</li> <li>- Responsibilities and Training</li> <li>- Product Group Schedule</li> <li>- Supplier Records</li> <li>- Volume data system and records</li> <li>- PEFC internal audit</li> <li>- Trademark use</li> </ul>	Main office	Steffen Just	10:30 – 12:30
Interviews with staff responsible for purchase	Purchasing department	Steffen Just	
Interviews with staff responsible for transport energy data (SBP)	Main office	Steffen Just	
Lunch break			12:30 – 13:00
Interviews with staff responsible for sales	Sales department	Steffen Just	13:00 – 13:30
Closing meeting*	Main office	Steffen Just	13:30 – 14:00

## 6.2 Description of evaluation activities

Auditor was welcomed in the HOFOR Headquarter office in Copenhagen, Denmark. Audit started with an opening meeting attended by Michael Schytz and Sune Balle Hansen.

Auditor introduced himself, provided information about audit plan, methodology and aim of the assessment. CB's approval 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 requirements and verification of SBP compliant /SBP-controlled biomass. Later on the purchasing and logistics functions were audited, as well as methodologies for collecting and communicating GHG data.

During the process all staff responsible for SBP systems and staff having key responsibilities within the system was interviewed.

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

Prior to the audit at the main office, auditor had visited a storage site in Grenaa to confirm compliance with the standards here as well, and conduct interview with responsible staff. The visit here was due to the site being a high risk storage site, where material can be sold to other companies.

### Composition of audit team:

Name	Qualification	Role/focus in evaluation
Steffen Just	M.Sc. (Forestry) from University of Copenhagen. Has passed NEPCon Lead Auditor Training for FSC and PEFC FM and CoC certification. Experience from previous work for the Danish Nature Agency and Danish Environmental Protection Agency. Steffen has successfully completed the SBP training course and has partaken in several SBP assessments and surveillance audits.	Lead Auditor

## 6.3 Process for consultation with stakeholders

N/A – Trading activities only.

## 7 Results

### 7.1 Main strengths and weaknesses

There are several strengths of the organizations implementation, most notably strong human resources and a very well-developed set of documented procedures. No weaknesses were identified during the audit.

### 7.2 Rigour of Supply Base Evaluation

Not applicable

### 7.3 Collection and Communication of Data

HOFOR Energiproduktion A/S has established that the scope of the certification includes transport of SBP certified biomass. This was confirmed by the staff in charge during the audit. This means that when transport or shipment happens under HOFOR ownership the GHG profile of the SBP Biomass changes, and HOFOR fills in an SREG template and provides it to the customer along with other sales documentation. However, no transport has taken place under the ownership of HOFOR since last audit.

### 7.4 Competency of involved personnel

The main responsible person in the company is Sustainability Advisor Sune Balle Hansen, who showed good competence and understanding of the requirements in relation to SBP certification and of the FSC and PEFC CoC systems also being implemented. Other interviewed staff showed good competence, good awareness of standard requirements and own responsibilities.

### 7.5 Stakeholder feedback

Neither the organization nor NEPCo had received any complaints or substantiated concerns regarding the organization's SBP certification in the reporting period.

### 7.6 Preconditions

No preconditions remain in the audit report.

## 8 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.*

No NCRs were raised during the audit.

## 9 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
<b>Certification decision by (name of the person):</b>	Olesja Puiso
<b>Date of decision:</b>	31/Jan/2020
<b>Other comments:</b>	<i>Click or tap here to enter text.</i>