

SBP

Sustainable Biomass Partnership

SCS Global Services Evaluation of Enviva LP dba: Enviva Holdings LP, Enviva MLP Holdco, LLC, Enviva Partners, LP, Enviva Energy Services, LLC, Enviva Development Holdings, LLC, Enviva Wilmington Holdings, LLC, Enviva Materials, LLC, Enviva Pellets Perkinston, 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: SCS Global Services, 2000 Powell St Ste 600, Emeryville CA 94608

Primary contact for SBP: Sarah Harris, +1 (510) 452-8012, sharris@SCSglobalservices.com

Report completion date: 03/Mar/2017

Report authors: Ellen Kincaid

Certificate Holder: Enviva LP dba: Enviva Holdings LP, Enviva MLP Holdco, LLC, Enviva Partners, LP, Enviva Energy Services, LLC, Enviva Development Holdings, LLC, Enviva Wilmington Holdings, LLC, Enviva Materials, LLC, Enviva Pellets Perkinston, LLC

7200 Wisconsin Ave #1000, Bethesda, MD 20814

Producer contact for SBP: Allison Gratz, Allison.Gratz@envivabiomass.com, +1 (202) 210-2340

Certified Supply Base: NA - Trader

SBP Certificate Code: SBP-04-03

Date of certificate issue: 07/Apr/2017

Date of certificate expiry: 06/Apr/2022

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

Trade of SBP-certified biomass pellets, with point of purchase after material is loaded onto vessel and equal to point of sale, and located in US ports of Chesapeake, VA, Mobile, AL, Panama City, FL, and Wilmington, NC. The scope of the certificate does not include Supply Base Evaluation.

3 Specific objective

The specific objective of this evaluation was to confirm the management system of Enviva LP dba: Enviva Holdings LP, Enviva MLP Holdco, LLC, Enviva Partners, LP, Enviva Energy Services, LLC, Enviva Development Holdings, LLC, Enviva Wilmington Holdings, LLC, Enviva Materials, LLC, Enviva Pellets Perkinston, LLC (hereafter referred to in this report as “Enviva LP” or “the organization”) is capable of ensuring that all requirements of specified SBP Standards are implemented across the entire scope of certification. The scope of evaluation included a review of:

- Organization’s management procedures
- PEFC certificate
- Chain of custody control points, including purchases and sales
- Records, calculations, and interviews
- GHG data collection and dissemination practices.

4 SBP Standards utilised

4.1 SBP Standards utilised

SBP ST 4 V1.0 Chain of Custody

SBP ST 5 V1.0 Collection and Communication of Data

Instruction Document 5A V1.1: Collection and Communication of Data

Instruction Document 5B V1.1: Energy and GHG Data

Instruction Document 5C V1.1: Static Biomass Profiling Data

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

4.2 SBP-endorsed Regional Risk Assessment

Give the name of the SBP-endorsed Regional Risk Assessment used in the evaluation. Provide a link to the website address where it can be accessed or requested.

Not Applicable

5 Description of Biomass Producer, Supply Base and Forest Management

5.1 Description of Biomass Producer

The organization does not take physical possession of the biomass and only conducts the legal transfer from the biomass producer to their customer. Material storage, handling or transport does not occur while the organization has legal possession of the material, since this is covered under certificates of the organization's suppliers and customers. The point of purchase is identical with the point of sale and occurs after the material has been loaded onto the vessel. SBP-compliant biomass can be mixed at the ports and is tracked using the organization's volume control in order to meet SDI and batch specific requirements.

The GHG information is passed to their customer by email and as a backup by FedEx. In one case they upload all documents into an online platform.

5.2 Description of Biomass Producer's Supply Base

Not applicable

5.3 Detailed description of Supply Base

Not applicable

5.4 Chain of Custody system

The organization has implemented PEFC as its chain of custody scheme using the volume credit method and does not take physical possession of the material. The PEFC certificate is issued through Bureau Veritas Certification North America with the certificate number BV-PEFCCOC-US004612-1. The organization tracks SBP percentages through spreadsheet software to pass on the correct claim.

6 Evaluation process

6.1 Timing of evaluation activities

The evaluation audit took place on Friday, January 13, 2017 as an on-site audit at the head office. The on-site aspect of the audit took one day and document review required and additional half day. Allison Gratz is the chain of custody administrator and was present, along with Kim Cesafsky.

6.2 Description of evaluation activities

Audit Activity	Items to Review / Actions	Approx. Start Time
Opening meeting	Introductions, auditor review of audit scope, audit plan and intro/update to SBP and SCS standards and protocols, client description of organization	9:00am
Review of CoC/SBP procedures, products and material accounting	Written procedures, work instructions, feedstock description (see ID 5B section 4), PEFC accounting system (physical separation, percentage method)	9:20am
Review of material balances and records	Simulated test of the following: material tracking system, summary of purchases and sales, invoices, shipping documents, training records, outsourcing agreements, other applicable SBP/CoC systems, procedures and records, trace-backs from certified outputs to eligible inputs	10:00am
Trademarks	Verification of use of SBP trademarks if planned.	10:20am
SBP ST 5, ID5A, ID5B, & ID5C	Review of GHG data collection	10:30am
Lunch		1:00pm
Staff interviews	Interviews with appropriate number and diversity of staff to assess knowledge of CoC procedures related to their position Personnel in charge of: <ul style="list-style-type: none"> • purchasing material • writing invoices • GHG calculations and documentation 	1:45pm
Closing meeting preparation	Auditor takes time to consolidate notes and review audit findings for presentation at closing meeting	2:10pm
Closing meeting and review of findings	Convene with all relevant staff to summarize audit findings, review identified nonconformities, and discuss next steps	2:20pm
End		2:30pm

6.3 Process for consultation with stakeholders

Not applicable

7 Results

7.1 Main strengths and weaknesses

Strengths: The organization was very well organized and had a strong understanding of the SBP system and methods in place to track SBP claims.

Weaknesses: One Minor CAR was issued in regards to including the suppliers' SBP certificate on the organization's tracking system of all purchases.

7.2 Rigour of Supply Base Evaluation

Not applicable

7.3 Compilation of data on Greenhouse Gas emissions

The organization owns many of the BPs from which they will be transferring claims. Kim and Allison are the individuals in charge of calculating the Greenhouse Gas emission data for these BPs and use the DTS to pass the information on to Enviva LP. They have also demonstrated good communication with their other suppliers and customers and have worked out how they will gather and pass on information for each supplier and customer. Data will be passed on to the customers via different media, such as spreadsheets, online systems, email and express mail.

7.4 Competency of involved personnel

Allison Gratz and Kim Cesafsky both were very competent at the positions. Allison oversees the chain of custody certifications for all certificates related to Enviva LP, including a Multisite certificate for FSC and PEFC. In addition, she is also responsible of overseeing the SBP trader's certification. She is on a working group with SBP and demonstrated a deep understanding of the SBP process and background. Kim does the calculations for Greenhouse Gas emissions for all sites with SBP certification. Kim understands both the requirements for BPs and traders and showed a good understanding of what documents need to be passed on.

7.5 Stakeholder feedback

Not applicable

7.6 Preconditions

No preconditions. One Minor CAR was identified by the certification body and closed before the finalization of the report update (see section 10).

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

Requirement	Type / Grade of Finding	Deadline	Details on Finding	Likely impact of finding
SBP Standard 4 V1-0, Clause 5.2.6	Minor CAR	12 months (closed before finalization of report update, please see below for details)	The Access database “Chesapeake Reporting Tool” has a – e of these requirements, but does not have f – the certificate numbers of any certified suppliers.	This Minor CAR does not impact the integrity of SBP-certified products nor the credibility of the SBP trademarks.

Follow-up on outstanding non-conformities

Requirement	Type & Grade of Finding	Deadline	Actions taken by certificate holder	SCS’s conclusions
SBP Standard 4 V1-0, Clause 5.2.6	Minor CAR	12 months (closed)	The organization has added a new field to the database which is automatically populated with the SBP certificate number of the BP as deliveries enter the port. As evidence the company submitted a screenshot of the database where the field entry for the SBP certificate code of suppliers is included.	The organization has submitted evidence that proves that it has included the missing information in their database. SCS has assessed the actions taken by the organization as sufficient to close the Minor CAR.

11 Certification decision

Enviva LP dba: Enviva Holdings LP, Enviva MLP Holdco, LLC, Enviva Partners, LP, Enviva Energy Services, LLC, Enviva Development Holdings, LLC, Enviva Wilmington Holdings, LLC, Enviva Materials, LLC, Enviva Pellets Perkinston, LLC is in conformance with SBP ST4 V1.0 and SBP ST5 V1.0 with one minor nonconformity identified. The minor nonconformity was closed before the finalization of the report update. Initial certification is approved.

12 Surveillance updates

Not applicable