

NEPCon Evaluation of Nordic Energy Partners OU Compliance with the SBP Framework: Public Summary Report

Main (Initial) 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*

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 otarabus@nepcon.org, +420 606 730 382
Current report completion date:	03/Apr/2020
Report authors: :	Nikolai Tochilov
Name of the Company:	Nordic Energy Partners OU. Address: Paljassaare tee 28E, Tallinn, 10313, Estonia
Company contact for SBP:	Anastasia Kholopova, assistant manager. Email: post@nordicep.eu; Phone: +79117016115
Certified Supply Base:	not applicable for trader
SBP Certificate Code:	SBP-07-80
Date of certificate issue:	06/Apr/2020
Date of certificate expiry:	05/Apr/2025

This report relates to the Main (Initial) Audit

2 Scope of the evaluation and SBP certificate

Description of certificate scope: Trading of biofuel for use in energy production, including transport from Biomass Producers to different end points all over the world.

3 Specific objective

The specific objective of this evaluation was to confirm that the Biomass Trader's management system is capable of ensuring that all requirements of specified SBP Standards are implemented across the entire scope of certification.

The scope of the evaluation covered:

- Review of the Biomass Trader's management procedures;
- Review of FSC system control points, analysis of the existing FSC CoC system;
- Interviews with responsible staff;
- Review of the records and calculations;
- Review of applicable transportation processes

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

Organization is a biomass trader with physical possession of certified wood material, sourcing the biomass from biomass producers in Russia, and potentially from any other country. Biomass may be delivered by different means of transport to end points all over the world on different Incoterms delivery conditions.

5.2 Description of Company's Supply Base

Not applicable for trader.

5.3 Detailed description of Supply Base

Not applicable for trader.

5.4 Chain of Custody system

The Organization holds valid FSC CoC certificate

<https://info.fsc.org/details.php?id=a023300000aymg2AAA&type=certificate> and implements FSC transfer for biomass trade. FSC certificate scope includes the sea harbours in S.Petersburg and Ust-Luga where all purchased biomass is unloaded, stored, handled and loaded to vessel. All activities in sea harbours are implemented by contractors based on outsourcing agreement. Usually biomass is stored in harbours in bulk – this means biomass from different producers can be mixed in harbours. Organisation prefers to mix the biomass with the same claim (for example, FSC 100%). But sometimes it is not physically possible, and biomass with different claims is mixed (for example, FSC 100% and FSC Controlled Wood). In such cases Organisation downgrades the FSC claim for the whole mixed batch of biomass. Same downgrading procedure is implemented when Organisation loads the biomass with different claims to one vessel hold.

Possible FSC inputs and outputs for transfer system – FSC 100%, FSC Mix Credit, FSC Recycled, FSC Controlled Wood. In addition to all biomass sold with SBP claim is purchased with SBP-compliant or SBP-controlled claim.

Non-certified biomass (other biomass) is handled, stored and shipped to customers separately from certified biomass. It may also happen that certified and non-certified biomass is mixed at storage site or in vessel hold. In such cases all batch is considered as non-certified.

6 Evaluation process

6.1 Timing of evaluation activities

Activity	Location	Date/time
<ul style="list-style-type: none"> - Opening meeting - Review of FSC documented procedure and critical control points - Review of SBP documented procedure, sales and transport documents. - Staff interview 	St.Petersburg, Organisation representative office	19.03.2020 10:30-13:00
<ul style="list-style-type: none"> - Visit of storage facilities, documents review and staff interview with contractor in harbour 	St.Petersburg, terminal Commercial Centre Transport and Wood (CCTL)	19.03.2020 14.30-15.30
<ul style="list-style-type: none"> - Visit of storage facilities, documents review and staff interview with contractor in harbour 	Ust-Luga, Leningrad region Timber Terminal Factor	20.03.2020 11.00-12.00
<ul style="list-style-type: none"> - Closing meeting 		20.03.2020 12.00-12.15

6.2 Description of evaluation activities

Assessment started with opening meeting the office of Organisation representative in St.Petersburg. Auditor introduced himself, provided information about audit plan, methodology and aim of the assessment. CB's accreditation related issues and confidentiality issues were covered as well.

After that auditor went through all applicable requirements of the standard covering management system, CoC (including CCP), recordkeeping/mass balance requirements, emission and energy data and made staff interviews.

In the afternoon auditor inspected storage facilities of Organisation's contractor at port terminal Commercial Centre Transport and Wood (CCTL). The next day auditor inspected the second storage facilities in Ust-Luga (Timber Terminal Factor). During both inspections, auditor reviewed the documents and made interviews with

contractors' representatives. After that, the closing meeting was conducted on the way back from Ust-Luga to St.Petersburg

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

Composition of audit team:

Auditor(s), roles	Qualifications
Nikolai Tochilov	Audit team leader. NEPCon SBP lead auditor. He has successfully passed SBP auditor training in Tallinn in January 2015; previous experience with more than 40 SBP assessments and annual audits in Russia and Europe.

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 stakeholder consultations conducted prior to, during and after this assessment (not applicable for traders).

7 Results

7.1 Main strengths and weaknesses

Strengths: limited number of staff; transfer system of FSC and SBP claims; effective communication with contractors in harbours.

Weaknesses: no weaknesses identified during assessment.

7.2 Rigour of Supply Base Evaluation

Not applicable.

7.3 Collection and Communication of Data

The Management System for energy use data collection and communication is in place, however energy use reporting is not required from Organisation – biomass is delivered to harbours by suppliers at DAP and FCA delivery conditions, and sold by Organisation at FOB or CIF delivery conditions of Incoterms. SBP ID 5E does not require reporting the energy use data related to biomass storage and shipping. Organisation also submitted the example of SREG document and explained to auditor how it will be filled out.

7.4 Competency of involved personnel

Assistant manager Anastasia Kholopova, who is the only responsible for maintaining the SBP certification system in Organisation, demonstrated good knowledge of all applicable SBP certification requirements.

7.5 Stakeholder feedback

No stakeholder consultations conducted prior to, during and after this assessment (not required for trader).

7.6 Preconditions

None.

8 Review of Company's Risk Assessments

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.*

None.

11 Certification decision

Based on the auditor's recommendation and the Certification Body's quality review, the following certification decision is taken:	
Certification decision:	Certification approved
Certification decision by (name of the person):	Olesja Puiso
Date of decision:	03/Apr/2020
Other comments:	<i>Click or tap here to enter text.</i>