NEPCon Evaluation of Mozyrsky experimental leshoz Compliance with the SBP Framework: Public Summary Report

Main (Initial) Audit

www.sbp-cert.org

The promise of good biomass

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

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

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1 Overview

CB Name and contact:	NEPCon OÜ, Filosoofi 31, 50108 Tartu, Estonia
Primary contact for SBP:	Ondrej Tarabus otarabus@preferredbynature.org, +34 605 638 383
Current report completion date:	06/Jan/2021
Report authors:	Siarhei Minkevich
Name of the Company:	Mozyrsky experimental leshoz. Address: 247774 st. Promyshlennaya, 85, Mozyr, Gomel Region, Republic of Belarus; Postal address: 247760 st. International,168, Mozyr, Gomel region, Republic of Belarus
Company contact for SBP:	Nikita Potorochenko, Chief engineer. Phone: +375445416617; email: mozles-glavin@tut.by
Certified Supply Base:	The area managed by Mozyrsky experimental leshoz, Republic of Belarus
SBP Certificate Code:	SBP-08-30
Date of certificate issue:	12/Jan/2021
Date of certificate expiry:	11/Jan/2026

This report relates to the Main (Initial) Audit

2 Scope of the evaluation and SBP certificate

Scope of certificate includes production of wood pellets for use in energy production and its transportation by different means of transport to different end points in Belarus. The scope of the certificate does not include Supply Base Evaluation. The scope of the certificate includes communication of Dynamic Batch Sustainability Data.

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 and assessment of compliance with ID 5E ver. 1.0.

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

Mozyrsky experimental leshoz is a state forest management institution who manages state forests. The area of the forest fund managed by the Mozyrsky experimental leshoz of Gomel State Forestry Board is 96.79 thousand ha, including 85.000 thousand ha covered by forest.

Mozyrsky experimental leshoz has sawmill plant as well as pellet plant located at different production sites in Mozyr. Pellet plant uses sawmill residues from their sawmill (sawdust and chips (secondary feedstock)), also chips made by chipping firewood (primary feedstock). Chips are also used as biofuel for burning. The feedstock for pellet production – sawdust, chips (secondary feedstock, come from own sawmill plant) as well as chips made from firewood that also originates from the forest of Mozyrsky experimental leshoz. The newly commissioned pellet plant has the production capacity of 36000 tonnes pellets/year. Mozyrsky experimental leshoz (biomass producer, BP) is forest management institution, located in Gomel region, Belarus, has more than 400 staff members. The BP holds valid FSC FM/CoC certificate covering round wood, firewood, sawmill and biomass products (sawmill products, chips, pellets), and for biomass production uses 100% PEFC-certified feedstock and FSC 100%-certified feedstock (sawdust, chips from own sawmill plant; also chips produced by chopping firewood) for production of certified pellets. Feedstock from organisation's own sawmill plant originates from forest fund of Mozyrsky experimental leshoz, as round wood for sawmill production comes from the forest of Mozyrsky experimental leshoz (nor feedstock nor biofuels purchased from external suppliers). Feedstock is moved to production line of pellet plant by frontal loader of the organisation. Biomass will be delivered to the customer by means of railway service (railway wagons). Occasionally the deliveries can be made by the trucks (however it is not common mean of deliveries for export, but more typical transport for the internal market).

5.2 Description of Company's Supply Base

Mozyrsky experimental leshoz is a state forestry institution that manages the forest fund and has its own sawmill plant, and since 2020, a new production of fuel wood pellets. The production of fuel pellets is located at the site in Mozyr, Gomel region, Republic of Belarus. The production of fuel pellets is located at the site in Mozyr, Gomel region, Republic of Belarus. For the production of SBP-compliant biomass, Mozyrsky experimental leshoz uses SBP-compliant Secondary Feedstock (chips (obtained by crushing slabs, trimmings and other waste from its own woodworking), also chips obtained by crushing low-quality timber (firewood)). Raw materials for the sawmill come only from the own logging fund of Mozyrsky experimental leshoz , all wood raw materials have an FSC 100% statement.

As the Supply Base, the Mozyrsky experimental leshoz has got the area of its own forest fund of the Mozyrsky experimental leshoz, since the area and structure of the forest fund make it possible to fully supply raw materials for its own sawmill plant, including a sawmill and pellet production.

All forestry operations are based on the data of the forest management plan, which was compiled for the period 10 years and is subject to revision every 10 years in the process of standlevel forest management inventory by employees of state forest inventory service RUE "Belgosles". The volume and structure of designated forestry activities and final harvesting is regulated in the materials of the forest management plan. Plant species

included in CITES or IUCN Lists do not grow on the territory of Mozyrsky experimental leshoz. The forest inventory plan (valid until 2025) has been expertised both within the Ministry of Forestry and other organizations, including divisions of the Ministry of Natural Resources and Environmental Protection, etc.

Thus, the forest resource base is forest fund Mozyrsky experimental leshoz, and it is located in the southwestern part of the Gomel region in the Mozyrski experimental and Petrikovski administrative regions. The area of the forest fund managed by the Mozyrsky experimental leshoz of Gomel State Forestry Board is 96,79 thousand ha, including 85,0 thousand ha covered with forest. The forestry includes 10 forestries (lesnichestva), a woodworking workshop, a forest nurser, a lamber ststion, and a car loading station. The number of employees in Mozyrsky experimental leshozis more than 493 people.

Table - Distribution of forest area Mozyrsky experimental leshozin accordance with their environmental, economic and social significance

Total area, ha	Distribution of forests depending on their functions			
	environmental forests	recreational forests	protective forests	Forests of commercial use
96495,7	11436,6	2389,0	21490,1	67422,6

Coniferous forest stands dominate in the forest fund, including pine and oak forests; birch, alder, linden, and aspen an spruce forest stands. The average age of forest stands is 60 years. The total growing stock of ripening and ripe forest stands is 6464,1 thousand m3. The estimated harvesting fund (for the whole Mozyrsky experimental leshoz) is 211,7 thousand m3.

On the territory of the forest fund there are specially protected natural territories for which there are relevant conservation documents issued in accordance with the national legislation. The protection regime of these forest territories is set in accordance with the requirements of the security documents.

Forest certification is an effective tool to combat illegal logging and timber trafficking. The forest management system and supply chain of the Mozyrsky experimental leshozis certified according to the requirements of the International Forest Stewardship Council (FSC) scheme, as well as the requirements of the International PEFC scheme.

5.3 Detailed description of Supply Base

Total Supply Base area (ha):	96,786 ha
Tenure by type (ha):	96,786 ha: state owned
Forest by type (ha):	temperate 96,786 ha
Forest by management type (ha):	managed natural 96,786 ha
Certified forest by scheme (ha):	96,786 ha FSC-certified forest
	96,786 ha PEFC certified forest

Detailed information about BP's supply base may be found in their Supply Base Report available in Internet at http://mozles.by/%D1%81%D0%B5%D1%80%D1%82%D0%B8%D1%84%D0%B8%D0%BA%D0%B0%D1%86%D0%B8%D1%8F/spb and will be uploaded to SBP website in company profile as SBP certificate holder.

5.4 Chain of Custody system

BP (Mozyrsky experimental leshoz) holds two PEFC certificates (BP is going to use for SBP FSC CoC certification):

PEFC FM certificate https://www.pefc.org/find-certified/company/392570 (BY/112 08.01.075.00126) (Participant in Group Certification FM), as well as Individual Certificate CoC (BY/112.08.02.075.00924) https://www.pefc.org/find-certified/company/1017709 covering logging, also primary (round timber sawmill processing) as well as secondary (chips and pellets production) wood processing.

BP holds valid FSC FM/CoC certificate:

https://info.fsc.org/details.php?id=a023300000VAnOeAAL&type=certificate (site of Gomel Regional Forest Board) (NC-FM/COC-005001) covering logging, also primary (round timber sawmill processing) as well as secondary (chips and pellets production) wood processing.

Feedstock with FSC 100% claim and 100% certified PEFC claim is used for pellet production and FSC transfer system / PEFC transfer system of claims are implemented. No need in physical segregation of wood material as all material is PEFC certified (also FSC certified).

6 Evaluation process

6.1 Timing of evaluation activities

Onsite assessment was conducted on December 29, 2020 (app. 7 working hours onsite and 3 hours at the preparation (review of documents, analysis of BP's publicly available information, etc). Assessment activities included documents review at office, inspection of production facilities and staff interviews.

Activity	**Location**	**Date/time**
Opening meeting	Office	29/12/2020 08.30-08.45
Chain of custody review (site tour); staff interview; document review	Production facilities	29/12/2020 08.45-10.45
Documents and procedures review (feedstock inputs, SBR, CoC control system and critical points, compliance with legal requirements, H&S), staff interview.	Office	29/12/2020 10.45-13.00
Documents and procedures review (SAR and energy use primary data); staff interview	Office	29/12/2020 14.00-16.45
Closing meeting	Office	29/12/2020 16.45-17.10

6.2 Description of evaluation activities

Composition of audit team:

Auditor(s), roles	Qualifications
Siarhei Minkevich, SBP auditor	NEPCon SBP lead auditor, FSC FM/COC and FSC CoC/CW lead auditor. He has successfully passed SBP lead auditor training in Germany in September 2019 and participated in several SBP assessments in Belarus and Lithuania.

The evaluation 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 critical control points (such as reception and sales of the material, conversion factors) as well as GHG data availability.

Description of the audit evaluation:

All SBP related documentation connected to the SBP as well as FSC CoC and PEFC CoC system of the organisation, including SBP Procedure, SAR and GHG data calculations, Supply Base Report, FSC and PEFC system description was provided by the company in the beginning of the assessment, which started with an opening meeting attended by the representatives from Organisation's management and staff.

Auditor provided information about audit plan, methodology, auditor qualification, confidentiality issues, and assessment methodology and clarified certification scope. During the opening meeting the auditor explained CB's approval related issues.

A roundtrip around BP's pellet production was undertaken. During the site tour, applicable records and documents were reviewed, staff was interviewed, CoC system critical control points were analysed.

After that auditor went through all applicable requirements of the SBP standards nr. 2, 4, 5 and instruction document 5E 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 biomass. During the process, overall responsible person for SBP system and other staff were interviewed.

At the end of the audit, findings were summarised, and audit conclusions based on use of 3 angle evaluation method were provided to the management and SBP responsible person.

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

The stakeholder consultation was carried out on 19.11.2020 by sending direct email to different stakeholder categories (more than 120 recipients) (List of SHs proposed by FSC Belarus was used). No comments from the stakeholders have been received. List of informed stakeholders includes such groups of stakeholders as FSC National Initiative, environmental and social NGOs, FSC-certified companies in the region, scientific and educational entities, state forestry authorities, trade unions etc.

7 Results

7.1 Main strengths and weaknesses

Strengths: use both CoC systems: FSC transfer, PEFC transfer; FSC 100% and 100% certified PEFC secondary feedstock is sourced. Effective recordkeeping system. Well structed management staff (divisions and departments, etc) and clearly designated responsibilities within the staff members.

Weaknesses: please see minor NCR in section 10 below.

7.2 Rigour of Supply Base Evaluation

Not applicable

7.3 Collection and Communication of Data

The following energy sources are used by BP: electricity for pellet production; biofuel for burner; diesel for feedstock handling; gasoline for biomass handling (from production line to warehouse), shipping and transportation to customer. Diesel consumption value by vehicles used at pellet plant is based on calculation of fuel consumption per vehicle and data obtained in accountancy; electricity consumption value by pellet plant is based on invoices issued by electricity supplier on a monthly basis.

7.4 Competency of involved personnel

Overall, BP staff showed good understanding of knowledge of all applicable SBP requirements. Several staff members are involved into SBP certification: chief engineer (SBP responsible person) (complaints, SBP procedures and systems updates, SAR data, responsible for SBP procedures updates); engineer for logging and wood processing (supply data, monitoring of feedstock deliveries, SAR data), chief manager of the pellet plant (conversion factor updates, overall control of the production and material flows), manager of export sales (DTS), accountant of the pellet plant (including pellet production) (accounting system, sales for internal market), head of forestry department (SBR), operators of pellet production (SAR data), engineer of energy (SAR data), master of the production (SAR data, overall control of pellet production, including H&S issues on daily basis), H&S engineer (H&S requirements). Prior to and during SBP assessment, BP was supported by external consultant, who also has provided relevant training to BP staff.

7.5 Stakeholder feedback

No comments received from stakeholders prior to, during or after this assessment.

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.*

NC number 01/21	**NC Grading:** Minor
Standard & Requirement:	SBP Framework Standard 4: Chain of Custody V.1.0, 5.3.1. All requirements of the relevant chain of custody control system specified in the SBP-approved CoC system shall be implemented to calculate outputs.
Description of Non-conformance and Related Evidence:	
The organization has established an accounting system of the receipt of raw materials in the woodworking plant and the pellet production (as required in FSC and PEFC certification standards). At the same time, the audit showed that there are errors in the accounting of feedstock (receipts, balances at the beginning and end of the month) for the new pellet production. Before the start of the audit, data on the receit of feedstock were provided, which did not correlate with the data on the production of fuel pellets. During the audit, the accountant of the pellet production provided updated data on feedstock. Consumption rates vary by month, the approved data (by months) for consumption rates do not fully correspond to the actual data on the consumption of feedstock. The raw material accounting system has been developed, but it needs to be improved for a new pellet production. The nonconformance is considered minor, since the accounting system for the raw materials and products in the organization is developed and applied. В организации налажен учет поступления сырья в деревообрабатывающий цех и пеллетный цех (как требуется в FSC и PEFC сертификационных стандартах). В то же время аудит показал, что для нового пеллетного цеха в учете сырья (приход, остатки на начало и конец месяца) имеются ошибки. До начала аудита были предоставлены данные по приходу сырья, которые не коррелировали с данными по выпуску топливных пеллет. Во время аудита бухгалтер пеллетного цеха предоставила обновленнные данные по древесному сырья. Нормы расхода по месяцам варьируют, утвержденные данные (по месяцам) по нормам расхода не соответсвуют фактическим данным расхода сырья. Система учета сырья разработана, однако требует доработки для нового пеллетного производства. Несоответствие считается незначительным, поскольку система учета движения сырья и продукции в организации разработана и применяется.	
Timeline for Conformance:	By the next surveillance audit, but no later than 12 monhts from report finalisation date До следующего ежегодного аудита, но не позднее 12 месяцев с даты утверждения отчета

Evidence Provided by Company to close NC:	-
Findings for Evaluation of Evidence:	-
NC Status:	Open

NC number 02/21	**NC Grading:** Minor
Standard & Requirement:	Standard 2: Verification of SBP-compliant feedstock V1.0, 15.3 The BP management system shall document all necessary procedures.
Description of Non-conformance and Related Evidence:	
The organization has provided SBP Procedure (SBP Instruction). The document contains inaccuracies, in particular, there is confusion in the description of the positions of responsible employees, for example, Section 12 of the SBP Instruction contains erroneous data on the positions of responsible employees of the organization. Организация предоставила SBP Процедуру. Документ содержит неточности, в частности имеется путаница в описании должностей ответственных сорудников, например см. Раздел №12 SBP Инструкции содержит ошибочные данные по должностям ответственных сотрудников организации.	
Timeline for Conformance:	By the next surveillance audit, but no later than 12 monhts from report finalisation date До следующего ежегодного аудита, но не позднее 12 месяцев с даты утверждения отчета
Evidence Provided by Company to close NC:	-
Findings for Evaluation of Evidence:	-
NC Status:	Open

OBS number 01/21	**NC Grading:** Observation
Standard & Requirement:	Standard ♯2 Verification of SBP-compliant Feedstock (Version 1.0), Instruction Note 2C 2.8 The report shall be concise, covering the most important features, and shall be completed using the latest versions of the SBR Template for Biomass Producers downloaded from the SBP website. (2C, 4.1)

Description of Non-conformance and Related Evidence:	
The biomass producer has prepared an Supply Base Report (SBR) using SBP Template (Word version). The organization is recommended to start work on preparing a Supply Base Report (SBR) using the SBP online platform (in accordance with the previously published information on the use of the online platform from 2021). Производитель биомассы подготовил отчет о ресурсной базе по форме SBP Template. Организации рекомендуется начать работу по подготовке отчета о ресурсной базе, используя онлайн платформу SBP (в соответствии с опубликованной ранее информации об использовании онлайн платформы с 2021 года).	
Timeline for Conformance:	Other
Evidence Provided by Company to close NC:	-
Findings for Evaluation of Evidence:	-
NC Status:	Choose status.

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):	Ondrej Tarabus
Date of decision:	12/Jan/2021
Other comments:	Click or tap here to enter text.