



NEPCon Evaluation of Postavsky Furniture Center” (Leninskaya street), PMUE Compliance with the SBP Framework: Public Summary Report

Second 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

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 ot@nepcon.org, +34 605 638 383

Current report completion date: 05/Jan/2021

Report authors: Aliaksandr Zubkevich

Name of the Company: Private Manufacturing Unitary Enterprise “Postavsky Furniture Center”, 28, Ozernaya str, Postavy, Vitebsk Region, 211871, The Republic of Belarus. Production address: Leninskaya, 272a, 211871, Postavy, Belarus

Company contact for SBP: Artemy Grebennikov (Technic-technologist), Ozernaya, 28, Postavy, 211871, Belarus, telephone: +375 29 895 27 03, email: grebearty@gmail.com

Certified Supply Base: Sourcing from Republic of Belarus

SBP Certificate Code: SBP-07-08

Date of certificate issue: 27/Dec/2018

Date of certificate expiry: 26/Dec/2023

This report relates to the Second Surveillance 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;
- Communication of Dynamic Batch Sustainability Data;
- Sales data evaluation and DTS.

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

5 Description of Company, Supply Base and Forest Management

5.1 Description of Company

The certificate scope covers the pellet production site in city Postavy, Belarus.

The Organisation holds valid FSC Chain of Custody certificate with FSC credit system in the scope. The FSC certificate scope covers primary processing (sawmill) and secondary wood processing (production of doors and pellet production).

For pellet production, the Organisation is using secondary production residues, which are sourced from their own sawmill, as well as from other FSC certified sawmills.

Wood offcuts and sawdust are used for the pellet production. Slab wood and woodchips are used for biomass drying.

5.2 Description of Company's Supply Base

All feedstock is originating from Belarus.

In Belarus, forest land covers 9.62 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 forest land and the total land) being 39.3%. The size of agricultural land is 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 Belarus has fluctuated approx., 19 million cubic metres (<http://www.mlh.by> 2018.)

Forest area of Belarus consists: 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%).

Belarus 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 Belarus.

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. The share of forest sector in GNP is 4-5% , 3.2% of local inhabitants are employed in forest sector.

The forest area is certified by PEFC certification scheme: 7,9 million. ha (93 forestry's) and FSC certification scheme app 7,1 million. ha (90 forestry's)

For details see the BP internet site: <http://pmc.by/o-kompanii/sertifikaty>

5.3 Detailed description of Supply Base

Total Supply Base area (ha): 9.62 million ha

Tenure by type (ha): 9,62 million ha state ownership, 0 million ha private forests and 0 million ha other ownership types.

Forest by type (ha): 9.62 million ha temperate forests

Forest by management type (ha): 9.62 million ha managed semi-natural

Certified forest by scheme (ha): FSC - total certified area 8.3 million ha

Quantitative description of the Supply Base can be found in the Supply Base Report of the Biomass Producer (<http://pmc.by/o-kompanii/sertifikaty>)

5.4 Chain of Custody system

The Organisation holds valid FSC Chain of Custody certificate (TT-COC-005327). Critical control points of the FSC CoC system were evaluated during the SBP audit as well. FSC certificate cover both production sites.

The Organisation has implemented FSC credit system. Starting from December 2017 the organization buys only FSC certified input material both for sawmill and for pellet production. The organization does not use any imported material. Incoming wood reception register, and supplier list are maintained. All material is checked during the arrival and correctly recorded in the internal system. If needed physical separation may be implemented (in case of non-certified material will be sourced). The company use one credit account for SBP and FSC. If they sell FSC material this amount of material is automatically deducted as SBP credit as well.

6 Evaluation process

6.1 Timing of evaluation activities

Desk audit was conducted on October 30, 2020 (8h). It was plan initially, that audit shall be onsite, but due to corona virus cases in the department where SBP responsible work audit was conducted off-site. Audit activities included documents review, staff interviews and inspection of production facilities with help of mobile phone of the master of pellet production factory.

Action	Place	Auditor	date/ time
Introduction meeting (Appr at 09.00-09.15)	Desk audit	Aliaksandr Zubkevich	30.10.2020 09.00--17.00
Analyse of the organization SBP system; Staff interview; Documents review procedure, instructions, training minutes, product group list, suppliers list and etc. Analyse of FSC COC system. Checking of critical points. Review of GHG date calculation, interview with staff Online visit of pellet factory	Desk audit		
Lunch time 12.30-13.30	Desk audit		
Final meeting 17.00-17:30	Desk audit		
Review of documents additional requested to confirm data	Desk audit		02.11.2020 09.00--12.00

6.2 Description of evaluation activities

Desk audit was conducted during the period in between October 30, 2020 and November 2, 2020 (8h). It was plan initially, that audit shall be onsite, but due to corona virus cases in the department where SBP responsible work audit was conducted off-site.

The audit 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 the collection of the energy and emission data.

Description of the audit evaluation:

All SBP related documentation connected to the SBP as well as FSC system of the organisation, including SBP Procedures, GHG related data, Supply Base Reports, were evaluated prior the audit.

Auditor was welcomed in the company via skype. Audit started with an opening meeting attended by the technologist.

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

After that auditor went through all applicable requirements of the SBP standards nr.2, 4, 5 and instruction documents 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 feedstock/ biomass. During the process, overall responsible person for SBP system and as well as other persons having key responsibilities within the system were interviewed.

After that roundtrip around BP's pellet production was undertaken using mobile phone of pellet factory chief. During the site tour reception process were observed, applicable records were reviewed, pellet factory staff was interviewed and FSC system critical control points were analysed.

At the end audit findings were summarised and audit conclusion based on use of 3 angle evaluation method were provided to the representative of the company.

Composition of audit team:

Auditor(s), roles	Qualifications
Aliaksandr Zubkevich Lead auditor Evaluation against all applicable requirements	Mr Aliaksandr Zubkevich has education of engineer-economist in timber industry. He had postgraduate study at the Belarusian State Technological University. A. Zubkevich has passed FSC CoC/ FM lead auditor training course, Legal Source, ISO 14001 and SBP training coursed. Previous experience in woodworking industry and SBP pre-assessment and assessments in Belarus.

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 Consultation was conducted for this surveillance audit

7 Results

7.1 Main strengths and weaknesses

Strengths: use of FSC credit system. Robust recordkeeping system. Good awareness of certification requirements by involved staff.

Weaknesses: please see NCRs below in this report

7.2 Rigour of Supply Base Evaluation

n/a

7.3 Collection and Communication of Data

The following energy sources are used by BP: electricity for pellet production; diesel for feedstock handling, shipping and for biomass transportation to customer. Electricity consumption value is based invoicing from supplier; diesel consumption value is based on accounting system data.

7.4 Competency of involved personnel

Overall, BP staff showed good understanding and knowledge of all applicable SBP requirements. The following key staff members are involved to SBP certification: SBP related staff responsibilities are presented in Section 4 of the SBP Procedure. Generally, very few staff members are involved into SBP certification: SBP responsible/ technologist (maintaining of the management system, staff training, SAR, trademark use etc), chief of pellet plant (volumes acceptance, checking and recording), pellet shift master (moisture measurements, weight of biomass produced).

7.5 Stakeholder feedback

No stakeholder consultations conducted prior to, during or after this audit.

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 01/19	NC Grading: Major
Standard & Requirement:	Standard #2: Verification of SBP-compliant feedstock 6.2 The BP shall record the place of harvesting and the identity of the primary wood processor responsible for the supply of inputs classified as SBP-compliant Secondary Feedstock. 6.3 1.4 The BP shall ensure that the place of harvesting is within the defined SB
Description of Non-conformance and Related Evidence:	
The part of sawdust volume originates from sawmill of the BP. All roundwood to sawmill come from forest management units. It is confirmed by reviewing of purchase agreements with these FMUs. The BP also sources sawdust from other sawmills. The responsible for SBP was not able to provide records of place of harvest for several primary wood processors responsible for the supply of inputs classified as SBP-compliant Secondary Feedstock. Due to small volume supplied by this suppliers and low probability that wood may be out form the Republic of Belarus auditor raised minor non conformance	
Timeline for Conformance:	By the next surveillance audit, but no later than 12 monhts from report finalisation date +3 months (by 18.04.2021)
Evidence Provided by Company to close NC:	Not provided
Findings for Evaluation of Evidence:	The BP has not undertaken steps to close this non conformance, NCR is upgraded to Major
NC Status:	Open

NC number 03/19	NC Grading: Minor
Standard & Requirement:	Standard #2: Verification of SBP-compliant feedstock

	7.3. The SBR shall be completed using the latest version of the SBR template, which is available from the SBP website.
Description of Non-conformance and Related Evidence:	
Not the latest template of Supply Base Report has been used by BP.	
Timeline for Conformance:	By the next surveillance audit, but no later than 12 months from report finalisation date
Evidence Provided by Company to close NC:	SBR both in Russian and English
Findings for Evaluation of Evidence:	The BP has prepared SBR using the latest version of the SBR template, which is available from the SBP website.
NC Status:	Closed

NC number 04/19	NC Grading: Major
Standard & Requirement:	Standard #2: Verification of SBP-compliant feedstock 15.1 The BP shall implement a management and monitoring system to maintain compliance with the requirements of this and all other relevant SBP Standards, together with a process of review and feedback into planning.
Description of Non-conformance and Related Evidence:	
The BP has developed a management and monitoring system. The main responsible is deputy director. Technician-technologist explained that he conducts annually SBP system review and prepare "Inside inspection report". Interview with Technician-technologist as well as review of "Inside inspection report" and other SBP audit related documents (SAR, SBR) showed that monitoring system is not well developed: SAR and supportive document were not fully prepared and contain mistakes. In fact, technician-technologist involved in managing of SBP system and do monitoring, while deputy director is not involved in SBP system review and monitoring. Taking in account that the BP has well developed procedure, staff is trained and good in understanding of relevant SBP requirements the minor NCR is issued	
Timeline for Conformance:	By the next surveillance audit, but no later than 12 months from report finalisation date +3 months (by 18.04.2021)
Evidence Provided by Company to close NC:	Not provided, NCR is upgraded to Major.
Findings for Evaluation of Evidence:	The BP has not undertaken steps to close this non conformance
NC Status:	Open

NC number 06/19	NC Grading: Minor
Standard & Requirement:	Instruction document 5B 2.2.1.The BP shall define Static Data Identifiers (SDIs) as specified in Instruction Document 5A and shall ensure that the relevant Energy and GHG Data is clearly associated with each SDI"
Description of Non-conformance and Related Evidence:	
During audit it was found that the BP used the same Static Data Identifiers for different single Scope End-Points. For example, in the invoice # 3228 dated 18.10.2019 biomass was supplied to Lithuania (SDI SBP 07-08-02), but in invoice SDI is SBP 07-08-01 for Latvia (Bigosovo).	
Timeline for Conformance:	By the next surveillance audit, but no later than 12 months from report finalisation date
Evidence Provided by Company to close NC:	Invoices
Findings for Evaluation of Evidence:	The SBP manager informed that additional training was provided for personal responsible for invoicing. Sampling of invoices confirmed that invoices were issued correctly.
NC Status:	Closed

No NCRS is issued.

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:	05/Jan/2021
Other comments:	<i>Click or tap here to enter text.</i>