



# NEPCon Evaluation of Nordic Wood SIA Compliance with the SBP Framework: Public Summary Report

First 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*

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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:	08/Mar/2021
Report authors:	Oļesja Puišo
Name of the Company:	Nordic Wood SIA, Nordic Wood SIA, Address: Smaidu iela 16, Dreiliņi, Stopinu nov., LV-2130, Latvia
Company contact for SBP:	Eduards Larkins, eduards@nordicwood.lv, +371-29777090
Certified Supply Base:	not applicable for trader
SBP Certificate Code:	SBP-07-69
Date of certificate issue:	18/Mar/2020
Date of certificate expiry:	17/Mar/2025

This report relates to the First Surveillance Audit

## 2 Scope of the evaluation and SBP certificate

Description of certificate scope: Trading of biofuel (wood pellets) for use in energy production, including transport from Biomass Producers to different end points all over the world. The scope of the certificate does not include Supply Base Evaluation. The scope covers use of Dynamic Batch.

### 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

n/a

# 5 Description of Company, Supply Base and Forest Management

## 5.1 Description of Company

The Organization is a biomass trader without physical possession of certified wood material/biomass. The organization is sourcing the biomass from biomass producers based in Latvia, Russia, Belarus and other countries. Biomass may be delivered by different means of transport to end points all over the world on different Incoterm delivery conditions.

## 5.2 Description of Company's Supply Base

n/a for trader

## 5.3 Detailed description of Supply Base

n/a for trader

## 5.4 Chain of Custody system

The Organization holds a valid FSC Chain of Custody (CoC) certificate <https://info.fsc.org/details.php?id=a024000000OsJgMAAV&type=certificate> with number NC-COC-021026-95 and implements FSC transfer system of claims for biomass trading activities. The Organisation operates as broker without physical possession of certified material/biomass. Organisation ensures separate handling of biomass purchased from different Biomass Producers and with different FSC claims.

Possible FSC inputs and outputs for transfer system – FSC 100%, FSC Mix Credit, FSC Controlled Wood.

Non-certified biomass (other biomass) is handled, stored and shipped to customers separately from certified biomass.

During the surveillance evaluation it was confirmed that by the date of the evaluation the Organization had no SBP sales.



## 6 Evaluation process

### 6.1 Timing of evaluation activities

Totally it was spent 4 hours (half working day) for this evaluation: 2 h for staff interview and 2 h for document review.

Activity	Location	Date/time
<ul style="list-style-type: none"><li>- Opening meeting</li><li>- Review of FSC product group schedule, FSC supplier records. FSC recordkeeping data</li><li>- Review of SBP internal procedures, SBP training records, SBP trademark use, discussion of sales and transport documents, use of the DTS system.</li><li>- Staff interview</li><li>- Document review</li><li>- Closing meeting</li></ul>	NEPCon SIA office in Riga	23.02.2021 10:00-14:00

### 6.2 Description of evaluation activities

Surveillance evaluation was started with opening meeting. Auditor introduced himself, provided information about audit plan, methodology and aim of the evaluation. CB's accreditation related issues and confidentiality issues were covered as well.

After that auditor went through all applicable requirements of the standards 4, 5 and instruction document 5E covering management system, emission and energy data and made staff interviews. Chain of Custody implementation was reviewed focusing in the Critical Control Points, in particular it was verified reception of the material and it's classification, identification of feedstock origin, mass balance, final product sales.

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

Composition of audit team:

Auditor(s), roles	Qualifications
Olesja Puišo	<p>Audit team leader.</p> <p>MSc Logistics. Olesja is a NEPCon Country Manager in Latvia. She is responsible for daily management of certification activities in the country.</p> <p>Olesja has passed CoC/ FM lead auditor training, PEFC CoC, ISO 140001, SAN and Legal Source training courses. Previous experience in woodworking industry as well as many years of experience within CoC auditing. In 2015 she has passed the SBP lead auditor training and has participated in capacity of lead auditor in several SBP assessments and annual surveillance audits.</p>

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 consultation was conducted prior to this evaluation.

Stakeholder consultation is not required for traders. Nevertheless, a stakeholder consultation for the Organisation has been conducted prior to the initial assessment on 30.07.2019.

## 7 Results

### 7.1 Main strengths and weaknesses

Strengths: limited number of staff; transfer system of FSC and SBP claims.

Weaknesses: a lack of the experience with FSC certification and lack of experience with FSC sales

### 7.2 Rigour of Supply Base Evaluation

n/a

### 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 any more since the biomass is supposed to be delivered to harbours by suppliers on FCA delivery conditions, and sold by Organisation on DAP conditions. Besides this organisation is having SREG template available and pre-filled.

### 7.4 Competency of involved personnel

Overall, responsible staff showed good understanding of knowledge of all applicable SBP requirements. Generally, only two staff members: managing director and recordkeeper are involved into SBP certification.

### 7.5 Stakeholder feedback

No stakeholder consultations conducted prior to this evaluation.

### 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, the Supply Base Evaluation is not in the scope.

## 9 Review of Company's mitigation measures

Not applicable, the Supply Base Evaluation is not in the scope.

## 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.*

There are no open non-conformities

## 11 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>	Pilar Gorría Serrano
<b>Date of decision:</b>	08/Mar/2021
<b>Other comments:</b>	<i>Click or tap here to enter text.</i>