



# **Control Union Certifications BV Evaluation of Unimadeiras - Produção, Comércio e Exploração Florestal, SA Compliance with the SBP Framework: Public Summary Report**

Main (Initial) Audit

[www.sbp-cert.org](http://www.sbp-cert.org)



**The promise of good biomass**



# Completed in accordance with the CB Public Summary Report Template Version 1.5

*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*

*Version 1.3: published 10 May 2018*

*Version 1.4: published 16 August 2018*

*Version 1.5: published 22 October 2020*

© Copyright The Sustainable Biomass Program Limited 2020

# Table of Contents

- 1 Overview**
- 2 Scope of the evaluation and SBP certificate**
  - 2.1 Description of the company
  - 2.2 Detailed description of the Chain of Custody system
- 3 Specific objective**
- 4 Evaluation process**
  - 4.1 Timing of evaluation activities
  - 4.2 Description of evaluation activities
  - 4.3 Sampling methodology
  - 4.4 CB stakeholder engagement
  - 4.5 Stakeholder feedback
- 5 Results**
  - 5.1 Main strengths and weaknesses
  - 5.2 Rigour of Supply Base Evaluation
  - 5.3 Collection and communication of data
  - 5.4 Competency of involved personnel
- 6 Review of company's risk assessments**
  - 6.1 Overview of company's risk assessments and mitigation measures
  - 6.2 Specified risk indicators and mitigation measures
- 7 Non-conformities and observations**
- 8 Certification decision**

# 1 Overview

Certification Body (CB) Name:	Control Union Certifications BV
Primary CB contact for SBP:	Robin Rosendahl
Primary CB contact email:	rrosendahl@controlunion.com
Audit team leader:	Lennart Holm
Audit team members:	-
Name of the Company:	Unimadeiras - Produção, Comércio e Exploração Florestal, SA
Company legal address:	N/A
Company contact for SBP:	Paulo Machado
Company contact email:	paulo.machado@unimadeiras.pt
Company website:	N/A
SBP Certificate Code:	SBP-06-53
Date of certificate issue:	16 Jul 2021
Date of certificate expiry:	15 Jul 2026
Audit closing meeting date:	18 Jun 2021
Audit cycle:	Main (Initial) Audit

## 2 Scope of the evaluation and SBP certificate

Scope Item	Check all that apply to the Certificate Scope	Change in scope (N/A for Assessments)
Primary Activity:	Trader	<input type="checkbox"/>
Approved Standards:	SBP Standard 4: Chain of Custody; SBP Standard 5: Collection and Communication of Data Instruction	<input type="checkbox"/>
Includes Supply Base Evaluation (SBE):	No	<input type="checkbox"/>
Includes communication of Dynamic Batch Sustainability Data (DBSD)	Yes	<input type="checkbox"/>
Includes Group Scheme	No	<input type="checkbox"/>
Products	Pellets	<input type="checkbox"/>

Feedstock types:	Primary, Secondary	<input type="checkbox"/>
Feedstock origin (countries):	Portugal	<input type="checkbox"/>
SBP-endorsed Regional Risk Assessments used:	Not applicable	<input type="checkbox"/>
Public link: <a href="https://sbp-cert.org/documents/standards-documents/risk-assessments/">https://sbp-cert.org/documents/standards-documents/risk-assessments/</a>		<input type="checkbox"/>
Chain of custody system implemented:	PEFC, FSC: FSC: APCER-COC-150294 PEFC: APCER/2012/CDR.0037	<input type="checkbox"/>
	Transfer	<input type="checkbox"/>

## 2.1 Description of the company

Unimadeiras S.A. is a company dedicated to forestry production and trading. Its main office is located in Albergaria-a-Velha and a branch office is in Figueira da Foz. Founded in October 1974, it is the largest supplier of rolls for pulp, wood chipboard for panels and MDF in the Iberian Peninsula and has more than 600 shareholders spread throughout the country. Among the main customers are some of the most important companies in the forestry sector in Portugal, such as The Navigator Company (former Portucel-Soporcel Group), Altri, Sonae Indústria, LusoFinsa, Palser, Europac & C and Gesfinu. Unimadeiras SA takes its social responsibility very seriously, as it deals with over 640 shareholders and over 1000 timber suppliers spread across the country, creating, directly and indirectly, more than 2500 jobs and contributing to about 20% of national market share. The constitution of Unifloresta group represented an important stage in the activities under the social responsibility of Unimadeiras SA, which obtained the certificate of sustainable forest management FSC® in 2008, and PEFC in 2012. The certification of forest management, joined by the Unifloresta group, seeks to guarantee that the timber comes from properties managed in an ecological, socially fair and economically profitable way, and in compliance with all applicable laws. The Unifloresta group is managed by Unimadeiras SA, which is responsible for ensuring compliance and enforcing of the legal requirements and applicable standards. Unimadeiras is certified by the following references: • Quality - NP EN ISO 9001: 2015 • Forest Management FSC-STD-PRT-01-2016 Portuguese all scope PT • Sustainable Forest Management PEFC - NP 4406: 2014 • Chain of Custody FSC - FSC-STD-40-004 V3-0 • Chain of Custody PEFC - PEFC ST 2002:2013 Unimadeiras certifications regarding the trading of woody biomass: • FSC® Chain of Custody; • PEFC Chain of Custody; • Sustainable Biomass Program (applying); Unimadeiras intends to trade woody biomass in the form of pellets. Possible incoterms conditions for Unimadeiras trade are FCA, DAP, DDP, DPU, CIP, EXW, FOB, CIF, CPT, and CFR.

## 2.2 Detailed description of the Chain of Custody system

The organization has implemented FSC transfer and PEFC physical separation systems with wood pellets in the scope of their certificates. The process covers trade of biomass without physical possession. Valid FSC and PEFC CoC system description and other documents exist. As a trading company, they export biomass (wood pellets) by sea mainly CIF, without storage. The Chain of custody process is simple, and consist of purchasing - transport - sales based on back to back business (supplier to recipient).

### 3 Specific objective

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

The scope of the evaluation covered:

- Review of Unimadeiras management procedures;
- Review of SBP system control points and an analysis of the existing PEFC and FSC CoC system;
- Interviews with responsible staff;
- Review of the records and calculations;
- Analysis of DTS and SREG knowledge.

## 4 Evaluation process

### 4.1 Timing of evaluation activities

<i>Audit Level of Effort (LoE)</i>		
<b>Activity</b>	<b>Auditors</b>	<b>Auditor hours</b>
1. Preparation	Lennart Holm	2,0
2. On-site (excl. travel time)	Lennart Holm	6,5
3. Report writing	Lennart Holm	4,0
4. Other	-	0,0

<b>Audit Schedule</b>			
<b>Activity</b>	<b>Location</b>	<b>Auditor name</b>	<b>Date/time</b>
<i>Opening Meeting</i>	Unimadeiras office in Albergaria-a-Velha	Lennart Holm	18 Jun 2021/09.00
<i>Business integrity, social, health and safety requirements</i>	Unimadeiras office in Albergaria-a-Velha	Lennart Holm	18 Jun 2021/09.30
<i>Logo/Trademark Use</i>	Unimadeiras office in Albergaria-a-Velha	Lennart Holm	18 Jun 2021/09.45



<i>Complaints procedure</i>	Unimadeiras office in Albergaria-a-Velha	Lennart Holm	18 Jun 2021/10.00
<i>Incoming material claims and raw material registration</i>	Unimadeiras office in Albergaria-a-Velha	Lennart Holm	18 Jun 2021/10.10
<i>Lunch break</i>	-	-	18 Jun 2021/12.00
<i>GHG Data registration</i>	Unimadeiras office in Albergaria-a-Velha	Lennart Holm	18 Jun 2021/13.00
<i>Chain of Custody Registrations</i>	Unimadeiras office in Albergaria-a-Velha	Lennart Holm	18 Jun 2021/13.30
<i>Outstanding issues and next steps</i>	Unimadeiras office in Albergaria-a-Velha	Lennart Holm	18 Jun 2021/14.00
<i>Closing meeting</i>	Unimadeiras office in Albergaria-a-Velha	Lennart Holm	18 Jun 2021/15.00

<b>Auditor qualification</b>		
<b>Auditor name</b>	<b>Role</b>	<b>Qualification</b>
Lennart Holm	Lead auditor	Lead SBP, GGL, SDE+ and FSC and PEFC FM/COC auditor and successfully passed the SBP auditor training programme

## 4.2 Description of evaluation activities

The audit was conducted on the basis of meetings / interviews with relevant people of the certificate holder, relevant documents and records, and other best available information.

This audit consisted of an opening meeting, during which the scope was confirmed. The auditor also explained the methods to be employed during the audit.

After this introduction, all relevant requirements of the applicable SBP standard(s) were verified on compliance through the use of a report template and checklists. Procedures for handling of biomass were reviewed. All relevant requirements for transport and transfer of biomass was evaluated and found to be sufficiently managed.

The audit was completed by filling in the audit report and discussing the audit results.

Critical Control points were evaluated and found to be sufficiently managed and a closing meeting performed.

### 1. Names and affiliations of people interviewed

Name:	Affiliation:
Paulo Machado	Unimadeiras
Andreia Santos	Unimadeiras
Jorge Loureiro	Unimadeiras
Joana Carvalho	Biomass Consultants

### 2. Critical control points, summary

#### *Identified CCP*

Purchase and sales: Checking of Valid certificates in case of SBP

Volume control

#### *Evaluation CCP*

Procedures in place. Training done. Interview confirms understanding of the system.

FSC and PEFC, with mass balance system in place

## 4.3 Sampling methodology

All applicable documents and procedures were reviewed. Unimadeiras has not yet traded any wood pellets, thus no invoices, DTS registrations, SAR or SREG to check.

## **4.4 CB stakeholder engagement**

N/A

## **4.5 Stakeholder feedback**

N/A

## **5 Results**

### **5.1 Main strengths and weaknesses**

The audit of Unimadeiras demonstrated a good level of compliance with the required criteria of Standard 4 and 5. There was reasonable evidence provided to support compliance where a Non-Conformity was not detected. The existence of a FSC/PEFC Chain of Custody system are considered a main strength with respect to Unimadeiras overall conformity with the relevant SBP standards.

No weaknesses were identified.

### **5.2 Rigour of Supply Base Evaluation**

N/A

### **5.3 Collection and communication of data**

Unimadeiras assures the completeness of incoming documentation to forward to their buyers. Unimadeiras is a trader without physical possession, and thus, does not handle with the purchased biomass. Unimadeiras forwards to its customer the energy use data, received from their suppliers, supported by the production of the applicable SREG if and when required.

### **5.4 Competency of involved personnel**

The company consist of a biomass trading desk of which one has the main responsibility related to the SBP system. All personnel that is involved with SBP have received appropriate training where all relevant procedures and requirements have been covered. The SBP responsible staff has shown good understanding of the requirements in relation to SBP certification and of the already implemented FSC/PEFC CoC system. Considering the size of the company, there were no risks detected related to the competency of involved personnel.

## 6 Review of company's risk assessments

### 6.1 Overview of company's risk assessments and mitigation measures

N/A

### 6.2 Specified risk indicators and mitigation measures

Country/Area	Indicator	Specified risk description	Mitigation measure
N/A	N/A	N/A	N/A

## **7 Non-conformities and observations**

N/A

## 8 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>	Robin Rosendahl
<b>Date of decision:</b>	16 Jul 2021
<b>Other comments:</b>	N/A