

Certification body & risk assessment		
Name of Certification Body		<i>Logo of Certification Body</i>
Registration number SURE		
Name of accrediting body		
Accredited scope(s)		
Date of accreditation		

Contact details of the certification body

Address: _____

Country: _____

Person responsible: _____

Phone number: _____

Email address: _____ Website: _____

Risk assessment

The audit/inspection was conducted based on the following risk assessment to define the (sample) size of inspected group members:

Name of risk assessment (file)	
Date of the assessment	
Result (e.g. low, standard, high)	
Comment	

Other voluntary schemes		■ N/A
The economic operator has or had a certificate of (an) other voluntary scheme(s) recognized under Revised Directive (EU) 2018/2001 Art. 30 (4) or (6) <i>(expand list if necessary)</i>		
Name of the voluntary scheme		
ID-Number of certificate		
Scope of the certificate		
Current status of certificate (e.g. valid, suspended, withdrawn, terminated)		
Valid until		

Important: All fields are mandatory!

Checklist: Agricultural biomass producers

1. Information about the operation			
Company (name of the operation)			
Group Certification of producers of agricultural biomass <i>Please fill in 4!</i>		<input type="checkbox"/>	
2. Scope of application			
1101 - Groupmanager of agricultural biomass producers		<input type="checkbox"/>	
1102 - Producer of agricultural biomass		<input type="checkbox"/>	
Phase: Greenhouse gas (GHG) calculation and carbon accumulation			
7001 - GHG calculation (default values)		<input type="checkbox"/>	
7002 - GHG calculation (actual values)		<input type="checkbox"/>	
7003 - Soil carbon accumulation (Farm with e_{sca} practises)		<input type="checkbox"/>	
7101 - Grandfathering rules "RED II sustainability criteria"		<input type="checkbox"/>	
7102 - Grandfathering rules "RED II GHG criteria"		<input type="checkbox"/>	
3. Information on GHG data			■ N/A
Type of greenhouse gas data (multiple options possible)	<input type="checkbox"/> default values <input type="checkbox"/> NUTS 2	<input type="checkbox"/> disaggregated default values <input type="checkbox"/> actual values	
4. Group Certification of producers of agricultural biomass			■ N/A
Number of farms supplying agricultural biomass			
Producer of agricultural biomass inspected as part of the random sample <i>min. square root of the total number of sites. Enter name of the operating site and inspection date.</i> <i>Expand list if necessary!</i>		Producer of agricultural biomass Name, street, post code, city	Inspection date
	1		
	2		
	3		
	4		
	5		
	6		
	7		
	8		
Important: All fields are mandatory!			

Checklist: Agricultural biomass producers

5. Information on estimated (potential) amount and type of sustainable biomass

		Type of biomass			Quantity	Unit in tons (t)
		Product	Waste/ Residue - Area	Waste/ Residue - Other		
<u>Estimated</u> annual amount of sustainable biomass and/or biomass fuel that could be harvested annually <i>Expand list if necessary!</i>	1					
	2					
	3					
	4					
	5					

6. Information on actual (real) amount and type of sustainable biomass

		Type of biomass			Quantity	Unit in tons (t)
		Product	Waste/ Residue - Area	Waste/ Residue - Other		
<u>Actual</u> amount of outgoing sustainable biomass and/or biomass fuel that was harvested in the previous calendar year <i>Expand list if necessary!</i>	1					
	2					
	3					
	4					
	5					

Important: All fields are mandatory!

Checklist: Agricultural biomass producers

Key	
Conform = full compliance	<input style="background-color: #ffffcc; width: 50px; height: 15px;" type="text"/> = Input field
Minor NC = limited, isolated, temporary, not systematic	<input style="background-color: #ffcc99; width: 50px; height: 15px;" type="text"/> = Input field with KO evaluation
Major NC = potentially reversible, repeated and systematic	<input style="background-color: #ff9966; width: 50px; height: 15px;" type="text"/> = Input field with KO evaluation
Critical / KO = intentional, irreversible, jeopardising integrity	<input style="background-color: #cccccc; width: 50px; height: 15px;" type="text"/> = Input not possible
N/A = scheme requirement is not applicable	

Company name:			Audit/Inspection date:						
Criterion Audit (A)	Criterion Inspection (I)	No.	Criterion / requirement	Conform	Minor	Major	Critical / KO	Not applicable (N/A)	Comments / description of the inspected documents / records / certificates
				<input type="text"/>					
1		General principles and requirements of the SURE system							
1.1		Organisation and administration of a group						□ N/A	
A		1.1.1	Are the general conditions for the organisation, management and composition of groups in accordance with the SURE-EU system fulfilled?	<input type="text"/>					
A		1.1.2	Is there a central group administrative office responsible for the organisation and internal monitoring of the group members?	<input type="text"/>					
A		1.1.3	Is there a current and complete site directory?	<input type="text"/>					
A		1.1.4	Is the group homogeneous? Do the group members have - comparable production systems and products? - near adjacent areas? - similar characteristics?	<input type="text"/>					
A		1.1.5	Are there valid contracts/invoices between the individual operations and the group management regulating their relationship?	<input type="text"/>					
A		1.1.6	Is an internal check carried out to determine whether new members satisfy the scheme requirements before they can join the group?	<input type="text"/>					
1.2		General requirements							
A	I	1.2.1	Is there a written commitment to comply with the scheme requirements within the scope for each operation/operating site of the company? (e.g. in the form of a certificate or contract with SURE or a self declaration)	<input type="text"/>					
A		1.2.2	Does the company comply with the requirements specified in the SURE document "Regulation for the use of the registered trademark 'SUSTAINABLE RESOURCES Verification Scheme' " ?	<input type="text"/>					
A		1.2.3	Are the requirements for using the Union Database (UDB) met?	<input type="text"/>					
A		1.2.4	Is the information in the Union database (UDB) correct (e.g. VAT-ID, legal form, contact details)?	<input type="text"/>					
A		1.2.5	Do the data recorded in the UDB match the data in the SURE data base?	<input type="text"/>					
A		1.2.6	Is the scope specified consistent with the scope entered in the SURE database?	<input type="text"/>					
A		1.2.7	Is the information in the SURE database up-to-date (e.g. contact persons, e-mail addresses, operating sites, etc.)?	<input type="text"/>					
A		1.2.8	Have the quantities of sustainable biomass according to SURE-EU been entered correctly in the database for the last calendar year?	<input type="text"/>					
A	I	1.2.9	Are the requirements to make use of Article 29 (15) of Directive (EU) 2023/2413 (RED III) the so called grandfathering clause fulfilled?	<input type="text"/>					
A	I	1.2.10	The biomass is from land categorised as cropland prior to 01.01.2008.	<input type="text"/>					

Checklist: Agricultural biomass producers

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A	I	1.2.11	If land was converted after 1 January 2008, can it be proven that the conversion and use of the land does not contradict the requirements of Art. 29 of Revised Directive (EU) 2018/2001?						
A	I	1.2.12	The biomass was not produced on land with a high value for biological diversity (primary and old-growth forest, natural highly biodiverse grassland, heathland) in or after 01.01.2008.						
A	I	1.2.13	The biomass does not originate from non-natural highly biodiverse grassland, unless it can be confirmed that the harvesting is necessary to preserve it as such.						
A	I	1.2.14	The biomass is not from highly biodiverse forest, unless it can be demonstrated that nature protection purposes were not affected.						
A	I	1.2.15	The biomass does not originate from land that was peatland in January 2008, unless it can be proved that the cultivation and harvesting do not imply draining previously undrained soil.						
A	I	1.2.16	In the event that the biomass was produced on land within protected areas there is no indication that these requirements for farming were not complied with.						
A	I	1.2.17	The biomass is not from land with high above-ground or underground carbon stock (reference date: 01.01.2008). The inspection certificate must reflect any seasonal changes within a year.						
A	I	1.2.18	The operation can document that it receives EU payments in a direct support scheme.						
A	I	1.2.19	Can it be demonstrated that measures have been taken to maintain soil quality when using agricultural residues and waste materials? These measures can be verified in the form of a e.g. management plan						
1.3 Management system and operational structure									
A	I	1.3.1	Is there a clear description of the organisational structure of the operation and can relevant procedures and processes be documented transparently?						
A	I	1.3.2	If transhipment points are used, was their status as transhipment points verified on site at least once by the certification body responsible?						
A	I	1.3.3	Are there any activities performed at the designated transhipment point that would result in its classification as an operating site (warehouse/silo)? (N/A if the transhipment point was already verifiable checked in a previous inspection)						
A	I	1.3.4	Do business relationships exist with third parties (subcontractors, external service providers, intermediaries) and are there contracts with them that ensure that all information necessary to meet the scheme requirements is transmitted?						
A	I	1.3.5	Is there a documented procedure for dealing with non-conformities and is it followed? Are corrective measures undertaken as quickly as possible?						
A	I	1.3.6	Are preventative measures formulated and implemented to prevent future non-conformities from occurring?						
A	I	1.3.7	Are the responsibilities and duties of the employees clearly stipulated and documented in writing?						
A	I	1.3.8	Are the people affected aware of their duties?						
A	I	1.3.9	Has the operation appointed someone responsible for properly implementing and maintaining the QM system for SURE?						
1.4 Traceability and documentation									
A	I	1.4.1	Can the economic operator clearly identify the area where the biomass is produced with geographical coordinates by means of a polygon or an unambiguous designation of the parcel of land, forest parcel, plot or similar?						
A	I	1.4.2	Can on the basis of the available area certificates and, where appropriate additional documentation, a clear allocation of the biomass declared as sustainable to the sourcing area be determined?						
A	I	1.4.3	Is there transparent documentation available that makes it possible to check compliance with the SURE requirements?						

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A		1.4.4	Are the necessary documents and records checked to ensure that they are up-to-date and complete and kept in a safe place?							
A		1.4.5	Are the documents and records clearly legible and is there a transparent link between the biomass and the records?							
A		1.4.6	Are the documents and records kept in line with the valid audit intervals and can they be provided?							
A		1.4.7	The self-declaration(s) submitted to the Groupmanager is/are legible, complete and correct.							
A		1.4.8	Are all consignments to or services for other economic operators contractually defined and is the respective flow of goods documented?							
A		1.4.9	Are all necessary data and information provided to the buyer of sustainable biomass?							
A		1.4.10	Is the confidential handling of sensitive company-related data passed on to the downstream operations guaranteed?							
A	I	1.4.11	Are the scheme requirements satisfied when proofs of sustainability are issued?							
A	I	1.4.12	Are the issued proofs of sustainability complete, correct and consistent (e.g. SURE template, national databases like Nabisy, Union Database (UDB))?							
A	I	1.4.13	Are the proofs of sustainability and the documents required for their issuance kept for at least 10 years?							
		1.5	Qualifications of economic operators							
A		1.5.1	Are the employees responsible in the company aware of the requirements of Revised Directive (EU) 2018/2001 and the SURE system and do they have the necessary knowledge (qualification) to meet them?							
A		1.5.2	Can the responsible employees of the company demonstrate sufficient qualification and do they know the valid legal basis for handling biomass and its operational implementation and application?							
A		1.5.3	Are the employees verifiably trained to fulfil their duties (certificates) or can their qualifications be plausibly proven otherwise?							
A		1.5.4	Can the company demonstrate that the employees are aware of how possible non-conformities are dealt with and how the risk of potential non-conformities can be reduced?							
		1.6	Mass balance system							
A		1.6.1	Has the operation introduced a suitable mass balance system that guarantees that the requirements of Revised Directive (EU) 2018/2001 and/or SURE are satisfied?							
A		1.6.2	Does the operation have appropriate technical equipment or procedures to carry out the mass balance accurately and properly?							
A		1.6.3	Is balancing of sustainable biomass documented and does it include the necessary records of the biomass received, changed in the operating process and delivered?							
A		1.6.4	Does balancing of sustainable biomass occur at permissible intervals defined by the operation?							
A		1.6.5	Was the accounting process complete and correct?							
A		1.6.6	Are the registered quantities, transaction and mass balance periods in the UDB correct and plausible (including all sites)?							

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Criterion Audit (A)	Criterion Inspection (I)	No.	Criterion / requirement	Conform	Minor	Major	Critical / KO	Not applicable (N/A)	Comments / description of the inspected documents / records / certificates	
		1.7	International agreements and conventions							
A	I	1.7.1	Does the biomass meet the requirements of the Convention on Biological Diversity (CITES)?							
A	I	1.7.2	Have ILO core labour standards 29, 87, 98, 100, 105, 111, 138, 182 been ratified in the country?							

		2	GHG calculation							■ N/A
		2.1	General GHG calculation							
A	I	2.1.1	Are the requirements for the use of (disaggregated) default values - if applicable - met in accordance with the Revised Directive (EU) 2018/2001 and are they applied correctly?							
A	I	2.1.2	Is the methodology for reporting or calculating GHG emissions based on actual values - if applicable - understood and correctly applied in accordance with the Revised Directive (EU) 2018/2001?							
A	I	2.1.3	Are the required calculations carried out complete and plausible?							
A	I	2.1.4	Are all required information and data used documented, up-to-date and complete? (see scheme principles for interfaces, section 4.3 and scheme principles for GHG calculation)							
		2.2	Requirements for the calculation of emissions savings as a result of improved agricultural management (e_{sca})							■ N/A
A	I	2.2.1	Is there a binding declaration from the farm to implement the measure to accumulate carbon in the soil as a result of improved agricultural management practices for at least 10 years, is the measure clearly described and is the measure permitted?							
A	I	2.2.2	Can it be demonstrated that the improved agricultural management practices do not risk to negatively affect biodiversity?							
A	I	2.2.3	Is the measure to accumulate carbon in the soil through improved agricultural practices and the corresponding accounting methodology understood, correctly implemented and sufficiently documented by the producer?							
A	I	2.2.4	Are all calculation steps complete and plausible and is the data and information used up-to-date and reliable?							
A	I	2.2.5	Are all reported values, especially for carbon stock at the reference time and for carbon accumulation during/after the measure, reliable, verifiable and correctly credited?							

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Criterion Audit (A)	Criterion Inspection (I)	No.	Criterion / requirement	Conform	Minor	Major	Critical / KO	Not applicable (N/A)	Comments / description of the inspected documents / records / certificates
		3	Additional requirements for farms not subject to conditionality (formerly not cross compliance)						▪ N/A
		3.1	Soil structure and soil organic matter						
A	I	3.1.1	Are measures taken to avoid soil compaction as far as possible and to maintain or improve soil structure?						
A	I	3.1.2	Is the risk of erosion known and are appropriate protective measures implemented?						
A	I	3.1.3	Are areas not used for agricultural production properly maintained and do national or regional rules apply?						
A	I	3.1.4	Are applicable removal bans for landscape elements (hedges, ponds, ditches, trees in line, in groups or isolated) complied with?						
A	I	3.1.5	Proof can be provided that the organic substance in the soil is retained through farming.						
		3.2	Requirements for applying fertilisers containing nitrogen						
A	I	3.2.1	Farm complies with application restrictions and closed periods.						
A	I	3.2.2	Fertiliser is only applied to soil capable of uptake.						
A	I	3.2.3	Farm complies with the specific requirements for applying fertiliser on steep slopes.						
A	I	3.2.4	Fertiliser is prevented from entering surface water when applied.						
A	I	3.2.5	A nutrient comparison is created and documented once a year.						
A	I	3.2.6	Farm complies with the structural requirements for storage and filling facilities.						
A	I	3.2.7	Fertiliser containing nitrogen are stored properly in appropriate facilities and containers, drainage and overflow are prevented.						
A	I	3.2.8	Only the appropriate, state-of-the-art equipment is used to apply fertiliser.						
A	I	3.2.9	Fertilisers are only applied by qualified employees.						
A	I	3.2.10	Documentation about the type of crop, the fertiliser applied and the date of application is available and complete.						
		3.3	Requirements for the use of sludge						
A	I	3.3.1	Farm complies with application bans and restrictions.						
		3.4	Integrated pest management						
A	I	3.4.1	Farm can provide evidence of activities pursuant to integrated pest management.						
A	I	3.4.2	The production process uses the best available technology and covers the relevant requirements.						
		3.5	Requirements for handling and applying pesticides						
A	I	3.5.1	Only approved pesticides are used, farm complies with areas of application (culture and harmful organism) and the defined application requirements.						
A	I	3.5.2	Appropriate documentation about the PPP application for each type of crop (type, quantity, date applied, land applied on, reasons for application, etc.) is available and complete.						
A	I	3.5.3	All users have been properly trained and have the appropriate knowledge.						
A	I	3.5.4	Protective clothing is available for the employees affected.						
A	I	3.5.5	Pesticides are only applied with the appropriate spreading and spraying equipment. The equipment is inspected and calibrated regularly.						
A	I	3.5.6	When pesticides are used, they are prevented from directly entering the surface water.						
A	I	3.5.7	Leftover pesticides and pesticide packaging is handled in accordance with the valid national or regional regulations.						

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Criterion Audit (A)	Criterion Inspection (I)	No.	Criterion / requirement	Conform	Minor	Major	Critical / KO	Not applicable (N/A)	Comments / description of the inspected documents / records / certificates
3.6 Requirements for handling and storing substances hazardous to water									
A	I	3.6.1	The substances contained in List I and List II of Directive 80/68/EEC are handled in the operation in such a way that they are not discharged directly or indirectly into the groundwater.						
A	I	3.6.2	The substances contained in List I and List II of Directive 80/68/EEC are disposed of properly, the groundwater is not at risk.						
3.7 Water protection and management									
A	I	3.7.1	The farm has a licence to remove water for irrigation purposes from groundwater and surface water.						

Evaluation of the audit results	Conform	Minor	Major	Critical / KO	N/A	KO ■ (no confirmation of conformity)
Number of evaluations	0	0	0	0	0	0
Total of all evaluations (not including N/A evaluations)	0					
No. of points (Conform = 20 pts, Major = 15 pts, Minor = 5 pts, Critical = 0 pts, N/A = 0 pts, KO = no confirmation of conformity)	0	0	0	0	0	
Total of all points	0					
Max. number of points	0					
Audit/Inspection result as a % (total of all points divided by the max. number of points * 100)						