



REDcert

System principles for neutral **inspections**

under the Biomass Sustainability Ordinances
(BioSt-NachV and Biokraft-NachV)

Version 07

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1 Inspection system

To ensure the sustainable production of biofuels and bioliquids as well as biomass for energy purposes, the participants involved in the value chain are subject to neutral inspections. Compliance with system requirements is checked along the entire production, processing and supply chain. In Germany, these requirements are defined by the Sustainability Ordinances (Biomass Electricity Sustainability Ordinance – BioSt-NachV and Biofuels Sustainability Ordinance – Biokraft-NachV).

1.1 Neutral inspections

There are two types of neutral inspections: system and special inspections.

1.1.1 System inspections

In a system inspection, compliance with system requirements is checked on-site in accordance with the REDcert checklists specific to each process step. The system inspections include the **regular inspections** of companies participating in the REDcert certification along with the **sample inspections** of farms that have to be inspected due to their supply relationship with a REDcert system participant (e.g. to agricultural cooperatives, dealers or other first gathering points as defined by the Sustainability Ordinances). System inspections are carried out by previous agreement and include an on-site inspection of the organisational structure, data records and workflows. During the inspection, the processes are checked for coherence and the documentation checked for accuracy, completeness, thoroughness and plausibility taking into consideration the requirements of the Sustainability Ordinances.

Inspection process and duration

Inspections are to be carried out in accordance with the requirements of DIN EN ISO 19011 in its current version. The duration of the inspection is determined by the respective certification body and contractually agreed with the respective operation prior to beginning the inspection.

REDcert is, however, authorised to define a future minimum duration for the respective steps particularly based on the inspection results for the purpose of quality assurance.

Inspection intervals and scope of the regular inspections

The certification body conducts an inspection no later than six months after the first certificate or the first inspection certificate (**monitoring inspection**) has been issued and otherwise, once a year, to validate that the operations continue to fulfil the requirements for issuance of a certificate.

In the first gathering step, a distinction is made between first gathering points requiring certification as defined by the Sustainability Ordinances and pure warehouses or silos. According to the legal requirements and the legal opinion of the BLE, first gathering points are interfaces requiring certification. The definition of the "first gathering point" does not just apply to operations that either physically accept biomass or record it in their accounting system for the purpose of resale, the definition also applies if a dealer is the owner of the biomass and conducts financial transactions with the producer but is not in direct possession of the goods, only indirect possession as stipulated in Article 868 of the German Civil Code (BGB). Pure warehouses or silos that only physically accept and weigh the biomass and keep records of incoming and outgoing biomass but do not invoice the biomass producer or buyer are thus not interfaces requiring certification, i.e. they do not have their own certificate that needs to be renewed through annual inspections. However, these warehouses or silos are subject to sample inspections as part of certification of the first gathering point. The scope of the sample inspection is at least 5% of the total of the operations and operating sites used purely as warehouses or silos.

The results of the inspection are incorporated into the risk assessment by the certification body and can result in the inspection duration being extended or shortened (inspection intensity).

Certificates are only issued to interfaces (first gathering points, conversion facilities). If farmers or suppliers are participants in the REDcert system, they receive an inspection certificate after passing an audit.

The monitoring inspection of the interfaces is, from a content standpoint, the same as a certification inspection because during the monitoring inspection, a check is performed to determine whether the interfaces requiring certification continue to satisfy the requirements for issuing a certificate. On this basis, a new certificate can be issued with the prescribed validity if the result of the monitoring inspection is positive.

The following certification models are thus possible:

1. Certification model:

First inspection: month 0 (if the inspection result is $\geq 75\%$: issuance of a certificate valid with prescribed validity)

Monitoring: after max. 6 months

Normal recertification: after the prescribed validity has expired

2. Certification model:

First inspection: month 0 (if the inspection result is $\geq 75\%$: issuance of a certificate valid with prescribed validity)

Monitoring: after max. 6 months (if the inspection result is $\geq 75\%$: a new certificate valid with the prescribed validity is issued at the same time the original certificate is revoked)

Normal recertification: after the prescribed validity has expired

Inspection intervals and scope of the sample inspections

As part of the certification of interfaces defined as first gathering points under the Sustainability Ordinances, the certification body inspects at least 5% of the farm in question once a year for compliance with the requirements of sustainable farming pursuant to Articles 4 - 7 of the Sustainability Ordinances. The number of self-declarations submitted by the time of the first certification inspection is relevant for determining the sample. If certification has already been completed in the REDcert EU system, the list of suppliers provided in the EU inspection is used as a basis for determining the sample for initial certification in the REDcert DE system. Both factors are relevant for recertifications - the list of suppliers from the previous inspection and the current number of self-declarations. If the number of currently signed self-declarations is different from the number of suppliers on the list from the previous inspection, the higher number is relevant.

The requirements pursuant to Article 7 are considered satisfied if the biomass for the purpose of producing liquid biomass/liquid or gaseous biofuels as part of agricultural activities is farmed in a member state of the European Union and the farms

- (1) receive direct payments pursuant to Council Regulation (EC) No. 73/2009 or aid for area-based measures pursuant to Article 36 (a)(i to v) and (b)(i, iv, v) of Council Regulation (EC) No. 1698/2005 from 20 September 2005 to support rural development through the European Agricultural Fund for Rural Development (EAFRD) (OJ L 277 from 21.10.2005, p. 1) which requires cross compliance, or
- (2) are registered as an organisation pursuant to Council Regulation (EC) No. 761/2001 of the European Parliament and of the Council of 19 March 2001 allowing voluntary participation by organisations in a community eco-management and audit scheme (EMAS) (Environmental Audit Act – UAG) in its current version

Only 3% of these operations have to be inspected annually; the inspection is limited to whether these operations satisfy the requirements pursuant to Articles 4 to 6 and provide the respective verification. REDcert conducts another risk evaluation if irregularities or violations

of system requirements are found. The inspection intervals and/or scope of the random inspections are re-evaluated and adjusted if necessary based on the results.

In determining the number of operations to be inspected, the decimal results are always to be rounded up to the next higher whole number.

When selecting the operations to be inspected, the certification body responsible has to ensure that the respective farm is inspected a maximum of once per calendar year. This rule also applies to farms that were already inspected in the calendar year under the scope of a BLE-recognised certification system as a result of system-wide biomass supplies or supply relationships with several first gathering points. Proof of this can be furnished in the form of the respective inspection certificate that the farm has to hand over to the respective certification body within 5 days after the sample inspection was announced. To make this possible, the sample inspections have to be announced at least 1 week in advance.

Inspection intervals and scope of the regular inspections of small and very small operations

Small and very small operations are defined by

- the number of their "productive sites" (sites that need a sustainability certificate as an "interface" or an inspection certificate as a "supplier")
- their position in a corporate group and
- their annual sales (tonnage) of/with **sustainable** biomass:

In addition to the number of "productive sites", taking into account the position of a legally independent company within a corporate group is intended to ensure that the rule for small and very small operations is not misused by corporate groups such as Group companies that assert a claim for their subsidiaries as "small and very small" operations as a "controlling parent company" with its own sustainability certificate according to the German commercial codes (Handelsgesetzbuch Article 290 (2) and the Unternehmensgesetzbuch Article 244 (2)).

	First gathering points and interfaces (e.g. oil mills) and suppliers upstream and downstream of the last interface	
	"Small operation"	"Very small operation"
Number of productive* sites	1	1
Controlling** parent company with its own certification	No	No
Annual sales/production of sustainable biomass	≤1,000 t of solid or equivalent*** liquid biomass	≤500 t of solid biomass or equivalent*** liquid biomass

* Sites that need a sustainability certification as an interface or suppliers that need an inspection certificate

** Controlling position as defined in the German commercial codes (Handelsgesetzbuch Article 290 (2) and the Unternehmensgesetzbuch Article 244 (2))

*** The equivalent quantity (t) of liquid biomass is based on the process-based yield of liquid biomass to be verified (e.g. measure oil yield = 130 t p.a. The operation provides evidence on the basis of its diagrams and process: 130 t oil at 33% yield = 394 t rapeseed)

For **mixed operations** ("superinterfaces" or combined "interfaces/suppliers"), the factor that determines the classification of the operation as a whole and thus the inspection frequency is the **total quantity of sustainable biomass sold** or the amount **used by the operation itself** – in the case of a last interface that has to issue sustainability certificates for itself.

Here are several examples (with an assumed oil yield = 33%):

A Kleine Ölmühle, die selbst erzeugten und ggf. geringe Mengen zugekauften nachhaltigen Raps verarbeitet:		
		Anrechenbare äquivalente „feste“ Biomasse
-	selbst erzeugte Menge Raps inkl. Zukauf	200 t
-	aus diesem Raps produziertes Öl	65 t
		200 t
	→ Summe =	200 t
	Einstufung als „ Kleinstbetrieb “	

B Kleiner Erfassungsbetrieb, der einen Teil seiner erfassten nachhaltigen Ware in der eigenen Ölmühle verarbeitet

		Anrechenbare äquivalente „feste“ Biomasse
- erfasste Menge nachhaltiger Raps	450 t	
davon weiter vermarktet	300 t	300 t
- aus erfasstem Raps produziertes Öl	50 t	150 t
		<hr/>
		→ Summe = 450 t
		Einstufung als „ Kleinstbetrieb “

C Kleine Ölmühle, die zugekauften nachhaltigen Raps verarbeitet und weitere Mengen zugekauften nachhaltigen Rapsöls vermarktet

		Anrechenbare äquivalente „feste“ Biomasse
- aus zugekauftem nachhaltigen Raps produziertes und vermarktetes Öl	120 t	360 t
- zugekauftes und vermarktetes nachhaltiges Rapsöl	50 t	150 t
		<hr/>
		→ Summe = 510 t
		Einstufung als „ Kleinbetrieb “

D Kleinerer Erfassungsbetrieb, der nachhaltigen Raps und Getreide vermarktet

		Anrechenbare äquivalente „feste“ Biomasse
- vermarkteter nachhaltige Raps	300 t	300 t
- vermarktetes nachhaltiges Getreide (Weizen)	500 t	500 t
		<hr/>
		→ Summe = 800 t
		Einstufung als „ Kleinbetrieb “

The following (minimum) inspection intervals apply for these operations:

Operation type	First-time certification	Monitoring inspection	Recertification
Standard operations	Date. xx.xx.xxxx	after max. 6 months	after 12 months
Small operations	“	“	after 36 months
Very small operations	“	“	after 60 months

Regardless of this, additional inspections, either follow-up inspections (to check corrective measures) or special inspections (for an urgent reason), are possible.

In justified cases, REDcert may set the inspection frequency that applies for "normal operations" for small and very small operations if facts come to light that show that the aim is to circumvent the intention of small and very small operations – protecting them unreasonable hardships – to gain an economic advantage.

If it turns out that no goods are traded or processed for an unforeseeable period at small and very small operations within the certificate's period of validity (3 or 5 years), the operation can inform the certification system and the certification body. The sample inspections stipulated in the provision for small and very small operations are then suspended. Once the operation begins to trade/process again, the certification system and the certification body must be informed immediately. The certification body then has a maximum of 3 months after notification to inspect the operation and resume the inspection intervals.

Evaluation of the inspection results

The evaluation of the REDcert requirements and the respective number of points are shown in the table below.

Table 1: Evaluation options in the REDcert system

Evaluation	Declaration	Score
A	Complete compliance	20 points
B	Almost complete compliance	15 points
C	System requirements only partially fulfilled	5 points
D	System requirements not fulfilled	0 points
N/A	System requirements not applicable (requirements evaluated with N/A must be explained in the inspection report), not all criteria can be evaluated with N/A	0 points

"KO" (knock-out) can also be used to evaluate several of the criteria. Because not satisfying a defined KO criterion puts the integrity of the system at risk, a certificate cannot be issued

following a KO evaluation. In this case, a new inspection must be performed. The new date is to be agreed with the respective certification body depending on the type and severity of the violation.

The preliminary results of the inspection are determined by the inspector at the end of the inspection and explained to the operation being inspected. Depending on the number of points achieved or whether a criterion is evaluated as KO, the inspections are categorised into the following groups:

No non-conformities (100%)

No problems were found, the REDcert requirements are fully satisfied.

⇒Certificate/inspection certificate can be issued

Minor non-conformities (75 – 99%)

The system requirements are not fully satisfied but the discrepancies found do not put the system integrity at risk.

The corrective measures agreed with the inspection body must be implemented by the dates specified.

⇒Certificate/inspection certificate can be issued once the inspector responsible has accepted the corrective measures proposed by the operations and the deadlines for their implementation.

Major non-conformities (< 75% and/or KO evaluation/s)

Significant problems were found in the fulfilment of the REDcert system requirements. System integrity is not assured.

⇒No certificate/inspection certificate. The problems found are tracked and sanctions introduced in accordance with the REDcert sanction system.

If major non-conformities are found, the neutral certification body is required:

- to inform REDcert and the competent authority (BLE) within 24h (i.e. to send the inspection report electronically to REDcert and the BLE)
- to agree to corrective measures with the system participant and
- to define an appropriate timeframe or a deadline by which the operations have to verify implementation of the corrective measures – usually through another on-site inspection (follow-up inspection)

Reporting

After the inspection, the inspector creates an inspection report using the report forms provided by REDcert that are part of the checklists specific for each process step. This must be countersigned by the person responsible in the operations undergoing the inspection. If no non-conformities were found, copies of the inspection report are to be provided no later than 2 weeks after the on-site inspection to REDcert. Otherwise, the timeframe of a maximum of 4 weeks stated under "Issuing and revoking certificates" applies. If there are questions about the results, REDcert contacts the respective certification body.

If the inspection shows that the interface, the operation or the supplier has not fulfilled the requirements of the REDcert certification system as defined by the Sustainability Ordinances, the report must be sent electronically to the competent authority and REDcert **within 24 hours after the inspection is complete.**

Issuing and revoking certificates

It is up to the discretion of the respective certification body whether to issue or revoke a certificate.

A maximum of 4 weeks may lie between the day of inspection and the issuance of the certificate. If this is the first certification, the inspection may only be carried out after a system contract has been signed between REDcert and the system partner.

Certificates have the following maximum validity starting on the date they are issued for the following types of operations:

- | | |
|----------------------|----------------|
| - Standard operation | max. 12 months |
| - Small operation | max. 36 months |
| - Small operation | max. 60 months |

The contents specified by the competent authority must be complied with. If the competent authority provides forms and templates, they are to be used.

A certification in a member state of the European Union may not be conducted if there are national regulations in this country that prevent inspections of economic participants by certification bodies in the area of biomass production.

1.1.2 Special inspections

Special inspections can be organised by REDcert in exceptional cases, in particular on the basis of reports submitted about negative inspection results and are the same as system inspections from a content standpoint.

In addition, the competent authority (in Germany - Federal Agency for Agriculture and Food (Bundesanstalt für Landwirtschaft und Ernährung – BLE) is authorised, particularly in cases where a violation is suspected, to organise and/or conduct special inspections.

2 Requirements and responsibilities of certification bodies

The neutral monitoring and certification of operations in the REDcert system is carried out by neutral certification bodies. The certification bodies are independent natural or juristic entities that check compliance with the requirements of the Sustainability Ordinances along the production and supply chain. Operations can freely choose the certification body that they want to work with. All certification bodies that participate in certification in the REDcert system have to fulfil the requirements below.

2.1 Requirements for certification bodies

2.1.1 Approval from the competent authority

The certification bodies have to be approved by the competent authority on the basis of the Sustainability Ordinances in their current version. The certification body furnishes evidence of this approval to REDcert without being asked prior to conducting the first inspections under the REDcert certification system. Any changes are to be reported to REDcert immediately. Approved certification bodies may not sub-contract conformity evaluations to a body not recognised by the competent authority.

2.1.2 Satisfying international requirements

All recognised certification bodies satisfy the requirements of EN 45011 or the ISO Guide 65:1996 or ISO/IEC 17065 and conduct their inspections in accordance with the requirements of ISO 19011. Conformity evaluations are carried out in line with the specifications of the ISO/ICE Guide 60.

2.1.3 Registration by REDcert and contract conclusion

The certification body submits an application for registration with REDcert as outlined in Annex 2

Application for registration of a certification body under the REDcert certification system under the REDcert certification system. Once the form is completely filled out and all required documents have been submitted, REDcert decides whether to approve or reject the application within 4 weeks and informs the applicant of the decision in writing.

The certification is recognised by REDcert by concluding a written, legally binding contract created by REDcert. The certification body is only authorised to perform inspections and issue certificates under the REDcert certification system once the signed contract has been received.

2.1.4 Independence and impartiality

Evaluations and decisions may not be affected by personal relationships, financial incentives or other types of influences. The certification bodies and the inspectors are independent of the interfaces, operations and suppliers and free of all conflicts of interest and can furnish proof of this.

2.1.5 Technical and staffing requirements

The certification bodies have the respective equipment and infrastructure to review compliance with the requirements of the Sustainability Ordinances for all participants in the value chain. The certification bodies have sufficient qualified staff which fulfils the requirements listed under 3. The verification that these prerequisites are fulfilled is to be provided in accordance with Article 43 para. 2 of the Biokraft-NachV by presenting suitable documents on the equipment of the respective certification body, its structure and its staff.

2.1.6 Principle of peer review

To ensure that the principle of peer review is upheld (separation of evaluation and certification), the certification body employs at least two natural persons. This means that the decision to certify is not made by the same person who performed the inspection. The certification body also appoints a person who has in-depth system knowledge and is responsible for communication with REDcert.

2.1.7 Handling complaints and claims

The certification bodies must have an effective process in place for handling complaints and claims. This process is part of the QM system of the respective certification body and guarantees the fastest possible response if there are complaints and claims and the introduction, if necessary, of corrective measures.

2.2 Revoking approval

The approval of a certification body becomes invalid if it is withdrawn, revoked or invalidated by the competent authority, or if it expires or ends some other way. It also becomes invalid if the certification body does not take up its activities within one year after becoming approved by the competent authority or no longer performs these activities for one year since taking up its duties.

2.3 Responsibilities of certification bodies

Certification bodies that perform inspections under the REDcert certification system have to carry out the following responsibilities:

2.3.1 Risk management

With its risk management, the certification body ensures that all operations and operating sites under the REDcert system are inspected at sufficient intervals and with adequate intensity. This is intended to ensure the greatest possible reliability in the implementation of the requirements of the Sustainability Ordinances and the requirements of the REDcert certification system (see also [Annex 1](#)).

2.3.2 Performing inspections and issuing certificates and inspection certificates

The certification bodies have to prove implementation of a documented process that governs the certification process and the issuance of certificates and inspection certificates under the REDcert certification system. The general requirements of the inspection process are specified by the ISO standard DIN EN ISO 19011.

A certificate as defined by the Sustainability Ordinances is a conformity certificate for an interface. Interfaces are issued a certificate when they fulfil the requirements of the Sustainability Ordinances including all of the operations directly or indirectly involved in the production or supply of the biomass. Operations and operating sites that fulfil the requirements of the Sustainability Ordinances but are not themselves interfaces do not receive an inspection certificate. Certificates and inspection certificates can only be issued after a positive on-site inspection. Information on the prerequisites for issuing the certificates and inspection certificates can be found under 1.1.

2.3.3 Reporting and providing data to the competent authority

The certification bodies provide the competent authority immediately and in electronic format copies of the following documents:

- sustainability certificates of all interfaces certified by them (this responsibility can be transferred to the interface)

- missing information for sustainability certificates that have already been issued
- first-time or renewed certificates issued for interfaces following a positive on-site inspection
- copies of partial sustainability certificates if the certification body operates an electronic database
- a report that contains, in particular, the results of the inspection for every negative inspection after the inspection has been completed

If a template and/or an electronic form is provided for the reports above by the competent authority, it must be used.

In addition, the certification bodies must hand over the following reports and information electronically using the templates provided to the Federal Agency for Agriculture and Food (Bundesanstalt für Landwirtschaft und Ernährung – BLE) every calendar year by 28 February of the following calendar year and otherwise when requested:

- a list of all interfaces inspected by it, grouped by certification system and
- a list of all inspections concluded with the issuance of a certificate that it performed in the calendar year for interfaces, operations and suppliers, grouped by certification system and
- a report on its experiences with REDcert which contains all facts that could be relevant for the assessment of whether the REDcert certification system continues to satisfy the prerequisites for approval by the competent authority

2.3.4 Lists of interfaces

The certification bodies have to keep a list of all interfaces that they have issued certificates to. The list has to include at a minimum their name, the address and the unique registration number of the interface and guarantee the security of the data. The data is to be stored transparently in the records and must be up-to-date.

2.3.5 Storing and handling information

Certification bodies have to keep the results of inspections and copies of all certificates that they issue under the REDcert certification system for at least 10 years. The inspection reports are only made available to the company, to REDcert and the competent authority. If a system participant switches to a different approved certification body, the first certification body is required to provide the new certification body with the required data. Certification bodies that carry out activities under the scope of the Sustainability Ordinances are considered "required to provide information" pursuant to the Environmental Information Act (Umweltinformationsgesetz – UIG). Consequently, information must be handled in line with the requirements of the UIG in its current version. The certification bodies are required to document the results of the conformity evaluation in such a way that it is possible at any time

for the competent authority and/or REDcert to check the results and records. In addition, it must guarantee that storage is secure, complete and transparent.

2.3.6 External and internal training for inspectors

The certification bodies are responsible for implementing external and internal training for inspectors. REDcert supports the qualification and further training of the inspectors with annual mandatory seminars. The certification bodies are informed and trained in regular informational events and training sessions as well as with newsletters and memoranda on current issues and developments in the relevant areas. It is the responsibility of the certification body to appoint a contact person who disseminates this information in internal training sessions.

3 Requirements of REDcert inspectors

The inspectors are to be identified to REDcert by name and they must furnish proof that they fulfil the requirements below. The application in [Annex 3](#) should be used to register an inspector. CVs together with references, confirmations and/or other relevant documents can serve as evidence of sufficient expertise, professional experience and experience as an inspector of a certification body. These are to be documented by the respective certification body, updated and provided to REDcert upon request. REDcert is authorised, particularly in the case of missing documents or insufficient qualification of the inspectors, to reject the application for registration or to revoke an existing approval.

3.1.1 Training and qualification

Proof of knowledge in the following areas must be provided to demonstrate the expertise and perspective qualifications of the staff:

(1) Knowledge of handling data sources

Training and education in the areas of agricultural sciences, geography, geographic sciences, geoinformatics, geoscience and environmental sciences are proof of knowledge in how to deal with data sources such as, e.g. map material, GPS data, GIS data, satellite images.

(2) Soil knowledge

The required soil knowledge for peatland identification and assessment of the degraded areas can be documented by, e.g. training and education in the areas of agricultural sciences, soil science, geological sciences, geoecology, landscape ecology, environmental sciences.

(3) Biological and ecological knowledge

The required knowledge on species and biotope types (e.g. types of grasslands, wetlands) native tree species and identification of the canopy cover can be verified by, e.g. training and education in the areas of biology, botany, ecology, forestry, landscape ecology, environmental sciences.

(4) Knowledge of GHG balancing

The knowledge for GHG balancing can be verified by, e.g. training and education in the areas of process, energy and environmental technology, environmental engineering, environmental quality management, environmental process technology, regenerative energies, energy and environmental system technology and energy technology.

3.1.2 Required knowledge, professional and practical experience as an inspector

Special skills	Inspection technique, communication skills, extensive knowledge of the legal requirements in the relevant area and of the REDcert system requirements
Required qualification as an inspector	Training (e.g. in accordance with EN ISO 19011) Duration: at least 3 days
Professional experience	At least 5 ¹ years of professional experience in the area to be inspected in a respective position
Practical experience as an inspector	At least 5 inspections in the last 2 years in the inspected area (ISO 9001, GMP, QS)

Based on the minimum requirements listed, REDcert reserves the right to also grant auditors limited approvals for specific areas in deviation from a general approval.

3.1.3 Further education and training

The inspectors must be trained in the REDcert system before they can begin their activities in the system. They are required to participate regularly, at least once a year, in training for the REDcert system. The training sessions are either offered and conducted by REDcert or, after consultation on content and scope, by the certification body responsible. This requires, however, that "information disseminators" at the certification body take part in the trainings offered by REDcert. All training sessions must be documented.

The topics covered in training include the following areas:

- contents of the Sustainability Ordinances and the relevant laws/ordinances/directives
- REDcert checklists for neutral inspections
- reporting
- practical questions about inspections and the REDcert system
- workshops to categorise non-conformities and guarantee consensus

¹ The number of years of professional experience can be reduced by one year if the person has completed appropriate advanced training.

Annex 1

Risk management

REDcert and all certification bodies in the REDcert system are legally required to implement a risk management system. Risk management, which is an important component of the internal quality management system, is designed to ensure that the participants along the value chain are subject to in-depth inspections and at sufficient intervals so that the legal and system-specific requirements for biomass production and supply can be guaranteed with the highest level of reliability.

From the very start of the system, REDcert has taken into account particularly critical risk criteria that endanger the integrity of the system by defining them as KO criteria. This means that non-compliance with one of these criteria results in non-certification (as part of the first inspection) or in the immediate loss of the certificate (as part of further inspections). In the event of non-compliance with criteria that represent a low or medium risk, certification or continuation of certification is only possible if the respective corrective measures are implemented that guarantee fulfilment of the system requirements. Deadlines are agreed and compliance monitored depending on the severity of the discrepancy. This is the responsibility of the certification bodies and is regularly checked by REDcert.

The questions that arose in 2010 relating to the type of inspection of the required verification at the Agriculture stage, the scope of the random inspection and the inspection scope and intervals for the subsequent steps subject to certification along the value chain have now been put into concrete terms by the Federal Agency for Agriculture and Food (Bundesanstalt für Landwirtschaft und Ernährung – BLE) and definitively clarified.

In selecting the farms that are to be inspected as part of the random inspection, the following factors must continue to be assessed by the certification body with respect to risk:

- Geographic location of the farm - overlap with risk areas (forested areas, peatlands, wetlands, grasslands with high biodiversity, etc.)
- The declaration with the first gathering point does not apply to all biomass of the farm (see item 1 of the declaration)
- Permitted cultivation of biomass under specific farming requirements within nationally or internationally recognised protected areas (see item 3 of the declaration)
- Non-participation in direct EU payment schemes and thus no cross compliance inspections (see point 4 of the declaration)
- Cultivation of sustainable and non-sustainable biomass in the same operation (inspection of the incoming biomass of the first gathering point - farm supplies both sustainable and non-sustainable biomass)

- Supplied quantity of sustainable biomass (inspection of the incoming goods of the first gathering point - farm supplies sustainable and non-sustainable biomass)

If, as part of the random inspections, inconsistencies or major violations of the REDcert system requirements are found for more than 1/3 of the inspected farms that represent a high risk for the integrity of the system, the risk criteria above and the procedure to define the scope of the random inspection is subject to review by REDcert and adjusted if necessary.

Annex 2

Application for registration of a certification body under the REDcert certification system

(1) Master data of the organisation	
Name and legal form of the organisation	
Name of the person responsible (the person responsible has to be authorised to legally represent the certification body)	
Name of the REDcert contact person (the REDcert contact person is responsible for communicating with REDcert and providing information externally/internally under the REDcert certification system.)	
Address	
Post code, city	
Country	
Mailing address (if different)	
Post code, city	
Country	
Tel. no.	
Fax no.	
E-mail	
(2) Status and scope of recognition by the competent authority	
The application for recognition of the certification body by the competent authority has been approved	<input type="checkbox"/> Yes/ <input type="checkbox"/> No (please check the item that apply)
The registration number is	
Is approval limited to individual countries or states?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No (please check the item that apply; if Yes , please explain)
Is approval limited to individual types of biomass?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No (please check the item that apply; if Yes , please explain)

(3) QM system and documentation of the certification body	
Description of the certification process (schematic diagram of workflow)	To be included as an annex
Description of the process for issuing certificates and conformity certificates	To be included as an annex
List of inspectors and people in the certification body who decide about certification including application for accreditation according to Annex 3 Application for registering an inspector	To be included as an annex
Measures for transparency and prevention of misuse	To be included as an annex
Process for handling complaints and claims	To be included as an annex
Process for revoking and reinstating certificates and conformity certificates	To be included as an annex

Annex 3

Application for registering an inspector

The REDcert contact person of the respective certification body submits the application electronically to REDcert as a Word file. The certification body is responsible for the content of the application and for reviewing this information.

1. General information about the inspector			
Name			
First name			
Title (Mr/Mrs/Ms/Miss)			
Date of birth			
2. Education of the inspector			
Type of education (by school degree, chronologically)	Duration (number of years)	Subject	Degree (diploma, certificate)
	from to		
	from to		
	from to		
3. Professional experience of the inspector			
Company	Duration (number of years)	Industries/ main area of activity of the company	Position in the company (including description of activity)
4. Relevant training of the inspector			
Training and experience	Yes/no	Comments (brief description of the experience) Date of the training/seminar, etc.	

5. Practical experience of the inspector (description of the inspections conducted)					
All information is handled confidentially and is only used to check the experience as an inspector. The inspector must furnish proof of at least 5 ² years of professional experience and have performed 5 inspections in the applicable area.					
Type of inspections (e.g. ISO, GMP, QS, organic inspections)	Date of the inspection	Duration (days)	Name of the company inspected	Scope of the inspection	Position (lead-/co-inspector observer)
6. Confirmation by the certification body					
The certification body hereby confirms that the data provided here by the inspector has been checked.			yes/no		
The certification body confirms that a contract with the inspector exists and that all proof of the skills and expertise of the inspector is kept in the office of the certification body.			yes/no		
<p>Note: Please use this template only to apply for registration of REDcert inspectors. Other templates will not be accepted by REDcert.</p>					

² The number of years of professional experience can be reduced by one year if the person has completed appropriate advanced training.

