

NEN certification scheme

Better Biomass certification scheme

NCS 8080:2018-08

Replaces NCS 8080:2017-04 for applications outside the scope of Directive
2009/28/EC and NTA 8081:2012-04 for applications within the scope of Directive
2009/28/EC

ICS 03.100.50; 13.020.20; 27.190; 71.100.99; 75.160; 83.140.99

August 2018

Apart from exceptions provided by the law, nothing from this publication may be duplicated and/or published by means of photocopy, microfilm, storage in computer files or otherwise, which also applies to full or partial processing, without the written consent of the Netherlands Standardization Institute.

The Netherlands Standardization Institute shall, with the exclusion of any other beneficiary, collect payments owed by third parties for duplication and/or act in and out of law, where this authority is not transferred or falls by right to the Reproduction Rights Foundation.

Auteursrecht voorbehouden. Behoudens uitzondering door de wet gesteld mag zonder schriftelijke toestemming van het Nederlands Normalisatie-instituut niets uit deze uitgave worden veeveelvoudigd en/of openbaar gemaakt door middel van fotokopie, microfilm, opslag in computerbestanden of anderszins, hetgeen ook van toepassing is op gehele of gedeeltelijke bewerking.

Het Nederlands Normalisatie-instituut is met uitsluiting van ieder ander gerechtigd de door derden verschuldigde vergoedingen voor veeveelvoudiging te innen en/of daartoe in en buiten rechte op te treden, voor zover deze bevoegdheid niet is overgedragen c.q. rechtens toekomt aan de Stichting Reprorecht.

Although the utmost care has been taken with this publication, errors and omissions cannot be entirely excluded. The Netherlands Standardization Institute and/or the members of the committees therefore accept no liability, not even for direct or indirect damage, occurring due to or in relation with the application of publications issued by the Netherlands Standardization Institute.

Hoewel bij deze uitgave de uiterste zorg is nagestreefd, kunnen fouten en onvolledigheden niet geheel worden uitgesloten. Het Nederlands Normalisatie-instituut en/of de leden van de commissies aanvaarden derhalve geen enkele aansprakelijkheid, ook niet voor directe of indirecte schade, ontstaan door of verband houdend met toepassing van door het Nederlands Normalisatie-instituut gepubliceerde uitgaven.

Contents

Foreword	2
1 Scope.....	3
2 Normative references	3
3 Terms and definitions	4
4 General provisions.....	4
4.1 Ownership arrangement.....	4
4.2 Changes	4
5 Organization of the certifying body.....	5
5.1 General requirements	5
5.2 Requirements for the audit team.....	5
6 Method of inquiry	6
6.1 General.....	6
6.2 Assessment frequency	7
6.3 Group certification	8
6.4 Verification method.....	8
6.5 Audit duration table	14
6.6 Sample size in case of more production locations or group certification	16
6.6.1 Organization of sampling	16
6.6.2 Sample size in case of more production locations	16
6.6.3 Sample size in case of group certification	17
6.7 Stakeholders consultation by certification body	17
7 Assessment	18
7.1 Assessment criteria	18
7.2 Certification criteria.....	19
7.3 Certification decision	20
8 Reporting by the certification body.....	20
8.1 General.....	20
8.2 Requirements for the certificate	20
8.2.1 Certificate record	20
8.2.2 Audit report.....	21
8.3 Complaints, objection and appeal	22
9 Reporting by the scheme manager	22
9.1 General.....	22
9.2 Requirements for scheme manager.....	22
9.3 Requirements for certificate holders	23
10 Use of logo.....	24
10.1 Conditions for use of logo	24
10.2 Assessment correct use of logo by certification body	25
10.3 Monitoring improper use of logo by scheme owner	25
11 Internal monitoring.....	25
Annex A (normative) Group certification	26
Annex B (normative) Residual flows	30
Annex C (normative) NTA RED	33
Annex D (informative) Guidelines for executing a stakeholder consultation	35
Annex E (normative) Description of production processes.....	36
Annex F (normative) ‘Better Biomass’ logo – visual representation	37

Foreword

The second edition of NTA 8080 was published in two parts in December 2015, and has been developed by a broadly composed working group. A certification scheme is necessary to assess conformity with NTA 8080-1 and NTA 8080-2. This certification scheme includes reference to the verifiable requirements in NTA 8080-1 and NTA 8080-2, the method of conformity assessment and the requirements for the certification body to be allowed to certify. This document describes the certification scheme for sustainably produced biomass for bioenergy and bio-based products based on NTA 8080-1:2015 and NTA 8080-2:2015. NCS 8080:2018-07 replaces both NCS 8080:2017-04 for applications outside the scope of Directive 2009/28/EC and NTA 8081:2012-04 for applications within the scope of Directive 2009/28/EC.

Organization of which the assessed production processes comply with the applicable requirements of NTA 8080-1 and NTA 8080-2 in accordance with the assessment criteria of this certification scheme will be issued the 'Better Biomass' certificate. This is the new name for the 'NTA 8080 Approved' certificate.

As from 5 December 2010, the European Directive for the promotion of the use of energy from renewable sources (Directive 2009/28/EC) is in force. This Directive is often quoted as the Renewable Energy Directive, abbreviated RED. The RED includes legal sustainability criteria for biofuels (for transport) and bioliquids (for other purposes than transport, such as electricity, heating and cooling). Organizations that are part of this chain need to comply with the RED. The sustainability criteria in the RED contain fewer themes than those in NTA 8080-1.

There is a need for certificates with which one can demonstrate to comply with the RED. The Better Biomass (NTA 8080) certification scheme is one of the voluntary schemes that has been recognized for this purpose by the European Committee. As some organizations may not have reached the NTA 8080-1 level yet, but are in compliance with the RED, this certification scheme offers the possibility to issue certificates based on the RED as well. If it appears from the conformity assessment that an organization does not comply with NTA 8080-1, the organization may be assessed for compliance with the RED, if desired, and a certificate can be issued based on the RED. It is not possible to issue a certificate based on the RED at recertification.

With the increasing use of biomass in the (fine) chemical industry to replace fossil-based raw materials, this sector also expressed a need for demonstrating that the biomass used was sustainably produced. Considering that in principle the same biomass can be used for bio-based products as for bioenergy, the scope of NTA 8080-1 and NTA 8080-2 has been extended to the sustainably produced biomass for bio-based products.

Certification scheme for sustainably produced biomass for bioenergy and bio-based products

1 Scope

This document describes the certification scheme linked to NTA 8080-1 and NTA 8080-2 that can be used by recognized certification bodies by means of entering into an agreement with NEN.

This certification scheme is intended to be applied at organizations that:

- wish to produce biomass or collect residual flows for application in bioenergy or bio-based products and wish to sell such products as sustainably produced products (also referred to as 'producer');
- wish to process biomass and wish to market this as sustainably obtained and sustainably processed (also referred to as 'processor');
- wish to trade (processed) biomass while having to be able to demonstrate that (part of) the biomass delivered has been produced, processed and obtained sustainably (also referred to as 'trader');
- wish to use (processed) biomass for application in bioenergy or bio-based products while having to be able to demonstrate that (part of) the biomass has been produced, processed and obtained sustainably (also referred to as 'end-user').

NOTE 1 Organizations that only transport produced and or processed biomass, but do not own this material, are not included in the scope of this certification scheme.

The certification scheme is related to one or more (sub)sectors. The definition of the different chains is described in clause 6.

This certification scheme describes the requirements for obtaining two certification levels:

- 1) the 'Better Biomass' certificate for organizations of which the assessed production processes comply with all applicable requirements of NTA 8080-1 and NTA 8080-2 according to the assessment criteria in this certification scheme;
- 2) the 'NTA RED' certificate for organizations of which the assessed production processes comply with the sustainability criteria of the European Directive for the promotion of the use of energy from renewable sources (Directive 2009/28/EC).

NOTE 2 The processes to produce the products are assessed, since it will not be possible to assess the physical product itself on sustainability aspects.

2 Normative references

The following documents, in whole or in part, are normatively referenced in this document and are indispensable for its application. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

NTA 8080-1:2015	<i>Sustainably produced biomass for bioenergy and bio-based products – Part 1: Sustainability requirements</i>
NTA 8080-2:2015	<i>Sustainably produced biomass for bioenergy and bio-based products – Part 2: Chain-of-custody requirements</i>
ISO/IEC 17065:2012	<i>Conformity assessment – Requirements for bodies certifying products, processes and services</i>

ISO 19011

Guidelines for auditing management systems

EA-6/04

EA guidelines on the accreditation of certification of primary sector products by means of sampling of sites

NEN Scheme management manual ¹⁾

Interpretation document(s) and decisions linked to this certification scheme ²⁾

3 Terms and definitions

For the application of this certification scheme, the terms and definitions in NTA 8080-1, NTA 8080-2 and the interpretation document(s) linked to this certification scheme apply.

4 General provisions

4.1 Ownership arrangement

By entering into an agreement with NEN recognized certification bodies may use this certification system for sustainably produced biomass for bioenergy and bio-based products that is based on NTA 8080-1 and NTA 8080-2.

The certification system has been developed by the Committee of Experts “Sustainably produced biomass”. NEN as scheme owner complies with the requirements set by the Dutch Accreditation Council. Certification bodies who have entered into an agreement with NEN are obliged to apply the certification system when issuing ‘Better Biomass’ and or ‘NTA RED’ certificates. NEN aspires to offer a high-quality, broadly supported certificate that has an added value, particularly in the relation of the certified organization with its external stakeholders. In order to achieve this, the Committee of Experts is composed of representatives of industry, societal organizations and government. The Committee of Experts is responsible for supervising the functioning of the standard and the certification scheme and for adjusting the certification scheme, if necessary.

In addition to the standard and the certification scheme, the certification system is supported by the *NEN Scheme management manual*, which has been developed to secure the whole primary process of developing and implementing the certification system. The *NEN Scheme management manual* is administered by NEN and is provided to all parties concerned, like members of the Committee of Experts and certification bodies that have entered into an agreement with NEN.

4.2 Changes

Changes in the certification system for organizations as described in clause 1 will be effective at least 30 days after establishment and publication by the scheme owner. The scheme owner ensures that all parties involved will be informed of the changes and the day of their commencement.

The Scheme Management Committee supervises the compliance with the procedure ‘developing and owning of standards’ during the above-described process. In addition, the Committee of Experts shall supervise the content of the changes. A complete specification of the authorities and responsibilities of the Scheme Owner Committee and the Committee of Experts and the procedures are part of the *NEN Scheme management manual*.

For organizations outside the framework of Directive 2009/28/EC, a transition period of 18 months applies to existing and new certificate holders, starting from the date of commencement of the new edition of the

1) For more information, see 4.1

2) The owner of this certification scheme can decide to publish one or more interpretation documents on www.betterbiomass.com. Interpretation documents provide explanations of requirements in NTA 8080-1:2015 and NTA 8080-2:2015 for an unambiguous interpretation. Decisions contain additional agreements. The interpretation documents and decisions are part of this certification scheme.

certification scheme, in order to comply with the new edition of this document. During this transition period certification against the old and new edition of this certification scheme is allowed both for new certificate holders and in case of changes in the scope of certification or recertification. If certified against the old edition of the certification scheme, the validity of this certificate is limited to 18 months after the commencement of the new edition of the certification scheme.

For organizations within the framework of Directive 2009/28/EC, it applies that existing and new certificate holders need to comply with the new edition of the certification scheme at the first regular audit (i.e. initial, surveillance or recertification audit), starting from the date that the recognition of this certification scheme by the European Commission is enforced.

5 Organization of the certifying body

5.1 General requirements

NEN solely enters into agreements with certification bodies having an applicable accreditation declaration from an IAF/MRA partner.

NOTE In the Netherlands the Dutch Accreditation Council RvA is the accreditation body that is IAF/MRA partner and accredits certification bodies to the application of this certification scheme.

Certification on the basis of NTA 8080-1 and NTA 8080-2 shall be performed by a certification body that has been recognized on the basis of the requirements in ISO/IEC 17065 or equivalent to this, supplemented with accreditation for this specific certification scheme.

The primary processes of the certification system are formulated in the *NEN Scheme management manual*. The specific requirements for the certification bodies with respect to NTA 8080-1 and NTA 8080-2 are given in this certification scheme.

5.2 Requirements for the audit team

The audit team may consist of one or several persons. The competences of the lead-auditors, auditors and audit teams shall comply with ISO/IEC 17065 and the guidelines given for this in ISO 19011, supplemented with the requirements for assessment of the sustainability of the specific biomass flows and the chain of custody, as described hereafter.

The certification body shall ensure that the persons taking part in the audit team collectively comply with at least the following requirements:

- a) function at least at the tertiary level of education in the sector or a comparable combination of education and work experience;
- b) a minimum of three years of knowledge and experience based on training and/or work experience in the field of sustainability assessments of biomass production, processing, trading and valorization, as applicable, for which external experts may be contracted as appropriate;
- c) knowledge and skills based on training and/or work experience in relevant functions to assess the sustainability aspects at production locations;
- d) knowledge of this certification scheme including the documents contained therein and NTA 8080-1 and NTA 8080-2.

In addition, the lead-auditor shall have a lead auditor qualification (e.g. a 5-day lead assessor course or equivalent training), and shall have at least three years of experience in auditing in the field of sustainable biomass certification.

Following above requirements, demonstrable expertise shall be present in the audit team in relation with the technical and sustainability aspects of the specific biomass flow to be able to assess all applicable

requirements in NTA 8080-1 and NTA 8080-2, in an actual situation (concerning legal, environmental and social context). Depending on the scope of certification (see 6.1) this expertise includes assessing of:

- the greenhouse gas emission saving requirements by having relevant experience in agriculture, forestry, natural science, engineering (e.g. chemical, process), energy management or similar, and having specific experience of the greenhouse gas calculation methodology as laid down in NTA 8080-1:2015, Annex C;
- the land use and environmental requirements by having experience in agriculture, forestry, ecology, environmental impact or similar;
- the social and economic requirements by having experience in social and economic impact or similar;
- the chain-of-custody system by having experience in segregation systems, mass balance systems, supply chain logistics, traceability, data handling or similar.

The audit team may exist of experts, not being an auditor, to assess certain requirements that require specific expertise. Similar to auditors, an expert shall be external and independent of the activity being audited and free from conflict of interest.

EXAMPLE Assessing the biodiversity status of grasslands, namely assessing whether a grassland maintains the natural species composition and ecological characteristics and processes and whether grassland is species rich, will require specific technological knowledge for which an expert would be needed to assess this particular requirement. The role of such expert is to establish case by case whether a specific piece of land is, or in case of conversion, was highly biodiverse grassland. Such an assessment needs not to be done annually. In most cases it will be sufficient that it is done once, e.g. if a piece of grassland is converted into arable land to grow agricultural raw materials. In contrast, the role of the auditor is to establish whether an assessment was necessary, whether it came to the same conclusion claimed by the organization, and whether the expert that conducted the assessment fulfilled all requirements.

The audit team shall include members who speak the language(s) that is/are spoken in the area where the audit for certification is carried out, including languages that are spoken by local stakeholders.

6 Method of inquiry

6.1 General

Four types of scopes are distinguished:

- 1) 'Producer' for the organization that produces the primary biomass or collects residual flows, as described in NTA 8080-1:2015, Annex D;
- 2) 'Processor' for the organization that processes the (primary) biomass;
- 3) 'Trader' for the organization that trades in the biomass;
- 4) 'End-user' for the organization that uses the biomass for application in bioenergy (electricity, heating, cooling and transportation fuel) and or bio-based products.

A biomass flow that is used for bioenergy or bio-based products at the end of the chain is regarded fully sustainable, if:

- all organizations that are classified as 'producer', 'processor', 'trader' or 'end-user' are in the possession of a valid certificate as meant in this certification scheme;
- for bioenergy applications, the emission reduction of greenhouse gases along the entire chain complies with the requirement as described in NTA 8080-1:2015, 6.2.1, and this is demonstrated by the 'end-user';
- the traceability of the biomass flow along the entire chain has been ensured.

Each organization that falls within the scope of the certification scheme as described in clause 1 may request the certification body to perform an assessment. The organization shall submit at least the following information:

- the scope (see clause 1);
- description of the process, raw materials and products;
- general characteristics: company details, name and address;
- document that corroborates the legal entity of the organization;

NOTE In some countries it can occur that the legal entity cannot be unambiguously determined due to difference between national and regional legislation. In those cases an independent third party should be consulted about this. If the independent third party is not able to give a judgement, certification is not possible.

- map showing the area of cultivation per production location, in case of biomass producer or smallholder;
- the number of associated group members, in case of a group (or regional organization).

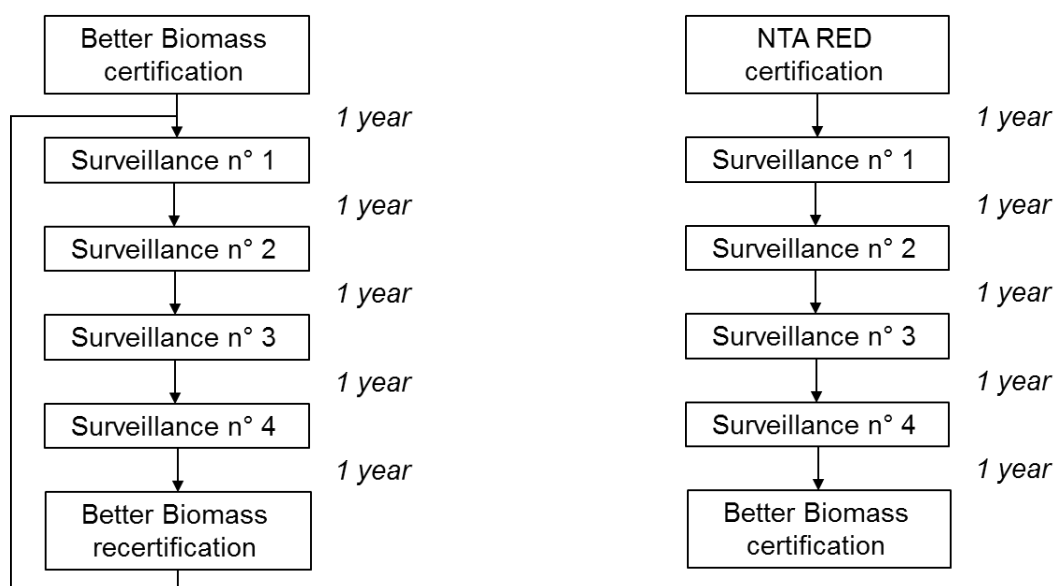
The certification body shall collect the information of the applicant in accordance with the requirements in ISO/IEC 17065:2012, 7.2.

6.2 Assessment frequency

The 'Better Biomass' certificate or 'NTA RED' certificate is issued for a maximum period of five years. The recertification assessment shall take place before this period expires. Recertification for the 'NTA RED' certificate is not allowed, compliance with all applicable requirements for the 'Better Biomass' certificate shall be demonstrated.

During the validity of the certificate audits shall be carried out at least once a year (surveillance audits), in which possible seasonal variations and the requirements according to 7.2 shall be taken into account.

Figure 1 shows the assessment frequency.



a) Assessment frequency 'Better Biomass' certificates

b) Assessment frequency 'NTA RED' certificates

Figure 1 — Assessment frequency of 'Better Biomass' certificates and 'NTA RED' certificates

6.3 Group certification

The certification body shall offer the possibility for group certification of 'producers'. Annex A describes the requirements that are applicable to the group. The group is regarded as 'producer', to which the certification criteria according to 7.2 apply. If these certification criteria are met the group obtains or retains its certificate. The group members do not receive a certificate individually. If the group does not comply with the certification criteria, neither all group members comply with the certification criteria.

NOTE This means that group members can only deliver certified materials, if the materials are delivered by the associated group with a valid certificate. Separate deliveries outside of the group cannot be delivered under certification.

6.4 Verification method

The organization will be assessed for the scope for which it wishes to obtain or retain a certificate.

Table 1 and Table 2 show in which way the requirements of NTA 8080-1 and NTA 8080-2 shall be verified, respectively, and to which type of scope these requirements apply as specified in NTA 8080-1:2015, Annex A. Annex B of this certification scheme describes the verification method in the case of residual flows as included in NTA 8080-1:2015, Annex D. Annex C of this certification scheme includes an overview of corresponding requirements of NTA 8080-1:2015 and Directive 2009/28/EC to provide insight into the requirements on the basis of which the 'NTA RED' certificate may be issued, in case not all applicable requirements for issuing a 'Better Biomass' certificate are met (see also 7.2).

The risk analysis is part of the assessment process and shall take into account the following aspects:

- a) administrative organization;
- b) quality of documented information;
- c) responsibilities and competences of personnel;
- d) origin and nature of raw materials;

NOTE Some raw materials can be more susceptible for fraud, for example certain categories of residual flows that count double in the framework of Directive 2009/28/EC.

- e) annual volumes;
- f) number of transactions;
- g) complexity of processes;
- h) existence of other certifications;
- i) changes compared with previous year;
- j) information from external parties related to scope of certification including possible complaints.

Concerning the verification of the requirements of NTA 8080-1:2015, 6.2.1, the organization shall make available to the certification body all relevant information related to the calculation of actual greenhouse gas emissions in advance of the planned audit. The certification body shall record the emissions occurring at the production location subject to the audit and, if relevant, the achieved savings in the audit report in order to document that the calculation was thoroughly verified and understood. In case those emissions deviate significantly from typical values, the audit report shall also include information that can explain this deviation.

Concerning the verification of the requirements of NTA 8080-1:2015, 6.2.1 and 6.4.1 with respect to the status of land, the certification body shall use evidence like aerial photographs, satellite images, maps, land register entries/databases (e.g. the integrated administration and control system (ICAS) for the European

Union's common agricultural policy) and site surveys to assess whether the status of land has been changed in or after January 2008.

Table 1 — Verification method of NTA 8080-1

See the explanation of the footnotes at the bottom of the table

Sub-clause in NTA 8080-1	Sustainability aspect	Verification method	Scope according to NTA 8080-1						
			'producer' ^a				'processor'	'trader'	'end-user'
			biomass producer	smallholder	collector primary residual flows	collector non-primary residual flows			
5	General requirements and guidelines								
5.2	Description of processes	Check of documents on description of processes	X	X	X	X	X	X	X
5.3	Time periods	Check of document on justification selected time periods (recommendation, cannot result in non-conformity)	X	X	X	X	X	X	X
5.4	Data and information	Check on origin and justification of (aggregated) data Check on compliance of retention terms	X	X	X	X	X	X	X
5.5	Stakeholder consultation	Check on applied process of stakeholders consultation and interview with manager(s) See also 6.7 in this certification scheme	X		X				
5.6	Laws and regulations	Check on overview of laws and regulations and way changes are managed and implemented	X	X	X	X	X	X	X
5.7	Monitoring, measurement, analysis, evaluation and continual improvement	Check of documents Interviews with employees Visual inspection of production location	X	X	X	X	X	X	X
5.8	Complaints regulation	Check of documents Check on contribution to continual improvement	X	X	X	X	X	X	X

Sub-clause in NTA 8080-1	Sustainability aspect	Verification method	Scope according to NTA 8080-1						
			'producer' ^a				'processor'	'trader'	'end-user'
			biomass producer	smallholder	collector primary residual flows	collector non-primary residual flows			
6.2	Greenhouse gas emissions								
6.2.1	Greenhouse gas emission saving	Check on use of validated calculation methodology Verification of variable input values on location	X ^b	X ^b	X ^b	X ^b	X ^b	X ^b	X ^b
6.2.2	High carbon stock	Check in advance based on freely available data Check of documents Visual inspection of production location	X ^c	X ^c	X ^c				
6.3	Competition with food and local applications of biomass								
6.3.1	Local prices	Check on existence and content of report	X						
6.3.2	Raw materials-efficient use of biomass (cascading)	Check on existence and content of report (choice of raw material cannot result in non-conformity)					X		X
6.3.3	'ILUC low risk'	Check on measures taken	X ^d						
6.4	Biodiversity								
6.4.1	Land with high biodiversity value	Check in advance based on freely available data Check of documents Visual inspection of production location	X ^c	X ^c	X ^c				
6.4.2	Restoration, preservation and strengthening of biodiversity	Check of documents Visual inspection of production location Interviews with employees	X	X					

Sub-clause in NTA 8080-1	Sustainability aspect	Verification method	Scope according to NTA 8080-1						
			'producer' ^a				'processor'	'trader'	'end-user'
			biomass producer	smallholder	collector primary residual flows	collector non-primary residual flows			
6.5	The environment								
6.5.1.1	Preservation and improvement of soil quality	Examination of measurement results and verification of their reliability Check of documents Interviews with employees Visual inspection of production location	X	X	X				
6.5.1.2	Use of residual flows	Check of documents Interviews with employees	X	X	X				
6.5.2.1	Preservation and improvement of water quality	Examination of measurement results and verification of their reliability Check of documents Interviews with employees Visual inspection of production location	X	X					
6.5.2.2	Renewable sources and the availability of water	Examination of measurement results and verification of their reliability Check of documents Interviews with employees Visual inspection of production location	X	X					
6.5.3.1	Restricting emissions and air pollution	Examination of measurement results and verification of their reliability Check of documents Interviews with employees Visual inspection of production location	X	X					
6.5.3.2	No burning as part of the installation or management	Check of documents on steps taken Interviews with employees	X	X					

Sub-clause in NTA 8080-1	Sustainability aspect	Verification method	Scope according to NTA 8080-1						
			'producer' ^a				'processor'	'trader'	'end-user'
			biomass producer	smallholder	collector primary residual flows	collector non-primary residual flows			
6.5.4.1	Waste management	Check of documents Interviews with employees Visual inspection of production location	X	X					
6.5.4.2	Use of residual flows	Check of documents Interviews with employees Visual inspection of production location	X	X					
6.6	Prosperity								
6.6	Prosperity	Check of documents Interviews with employees	X						
6.7	Wellbeing								
6.7.1	Labour conditions	Check of documents Interviews with employees Visual inspection of production location	X		X	X	X	X	X
6.7.2	Responsible contact with (local) stakeholders	Check of documents Interviews with employees	X	X	X	X	X	X	X
6.7.3	Responsible contact with employees	Check of documents Interviews with employees Visual inspection of production location	X	X	X	X	X	X	X
6.7.4	Property and usage rights	Check of documents Interviews with (local) employees	X	X	X	X	X	X	X
6.7.5	Contribution to the wellbeing of the local population	Check of documents Interviews with employees	X		X	X	X	X	X
6.7.6	The integrity of the company	Check of documents Interviews with employees	X		X	X	X	X	X

Sub-clause in NTA 8080-1	Sustainability aspect	Verification method	Scope according to NTA 8080-1						
			'producer' ^a				'processor'	'trader'	'end-user'
			biomass producer	smallholder	collector primary residual flows	collector non-primary residual flows			
<p>^a The category 'producer' is subdivided into the following organizations:</p> <ul style="list-style-type: none"> — biomass producers (e.g. farmers, foresters); — smallholders in accordance with NTA 8080-1:2015, 3.26; — collectors of primary residual flows being residual flows originating from the agriculture (including vegetable and animal substances), the forestry, and associated sectors including fisheries and aquaculture, as included in NTA 8080-1:2015, Annex D; — collectors of non-primary residual flows being residual flows originating from industrial and household waste as included in NTA 8080-1:2015, Annex D. <p>^b Concerning provision 6.2.1.2 in NTA 8080-1:2015 it applies that no calculation methodology is prescribed.</p> <p>^c The provisions 6.2.2.1, 6.2.2.2, 6.4.1.1, 6.4.1.2 and 6.4.1.3 in NTA 8080-1:2015 are only applicable if the production location at which the biomass is produced or residual flows are collected has been cultivated on 1 January 2008 or later, with which cultivation implies the conversion of the natural state of land to the use for agriculture or forestry. Concerning provision 6.4.1.4 in NTA 8080-1:2015 this date is set on 1 January 1997 or later.</p> <p>^d This sustainability aspect is only required for organizations that market their biomass as 'ILUC low risk'.</p>									

Table 2 — Verification method of NTA 8080-2

See the explanation of the footnotes at the bottom of the table

Sub-clause in NTA 8080-2	Chain-of-custody aspect	Verification method	Scope according to NTA 8080-2						
			'producer' ^a				'processor'	'trader'	'end-user'
			biomass producer	smallholder	collector primary residual flows	collector non-primary residual flows			
5	Chain-of-custody requirements								
5.1	General	Check on applied chain-of-custody model Interviews with employees Visual inspection of production location	X	X	X	X	X	X	X

Sub-clause in NTA 8080-2	Chain-of-custody aspect	Verification method	Scope according to NTA 8080-2						
			'producer' ^a				'processor'	'trader'	'end-user'
			biomass producer	smallholder	collector primary residual flows	collector non-primary residual flows			
5.2	Transaction certificate	Check on format transaction certificate Sampling of transaction certificates issued	X	X	X	X	X	X	
5.3	Records	Check on organization of administration and check of registrations Check whether administration corresponds with applied chain – of-custody model Interviews with employees Visual inspection of production location	X	X	X	X	X	X	X
5.4	Production location	Interviews with employees Visual inspection of production location	X	X	X	X	X	X	X
6	Declarations								
6.1	Declarations in the case of application in bioenergy	Check on format declarations Random sampling of declarations issued							X
6.2	Declarations in the case of application in bio-based products	Check on format declarations Random sampling of declarations issued							X
^a The category 'producer' is subdivided into the following organizations: <ul style="list-style-type: none"> — biomass producers (e.g. farmers, foresters); — smallholders in accordance with NTA 8080-1:2015, 3.26; — collectors of primary residual flows being residual flows originating from the agriculture (including vegetable and animal substances), the forestry, and associated sectors including fisheries and aquaculture, as included in NTA 8080-1:2015, Annex D; — collectors of non-primary residual flows being residual flows originating from industrial and household waste as included in NTA 8080-1:2015, Annex D. 									

6.5 Audit duration table

The audit duration is divided along the chain and with this it is linked to the number of certificates and the scope of the certificates.

The initial certification audit and recertification audit consist of two stages.

- a) Stage 1 concerns the preliminary investigation. The certification body assesses all the necessary documents, at the organization itself if required, carries out a risk analysis and draws up the audit plan on the basis of inter alia these documents.
- b) Stage 2 concerns the assessment of the organization. The audit team of the certification body assesses the organization on site.

The surveillance audit only consists of stage 2 and involves the activities to be carried out at the location to assess all applicable requirements.

The audit duration for the initial certification audits, the surveillance audit and the recertification audit are shown in Table 3. If the organization is a 'producer' being a biomass producer, Table 4 will be applied in addition to Table 3 for each production location to be visited.

The audit duration in Table 3 and or Table 4 is excluding all travelling time and time for writing the audit report.

Table 3 — Audit duration

Scope of certificate	Man-days stage 1: pre-audit	Man-days stage 2: on-site audit
'Producer' being biomass producer	1 day	2 days ^a
'Producer' being smallholder	1 day	1 day
'Producer' being collector of primary residual flows	1 day	1 day
'Producer' being collector of non-primary residual flows	1 day	1 day
'Processor'	1 day	1 day
'Trader'	0,5 day	1 day
'End-user'	1 day	1 day
^a If according to Table 1 a certification body is required to carry out a stakeholders consultation in accordance with 0, the audit duration in stage 2 will be increased with 1 man-day.		

Table 4 — Audit duration assessment production unit of 'producer'

Area of cultivation per production location^a	Man-days assessment per production location
0 ha to 100 ha	0 days to 0,5 day
100 ha to 1 000 ha	0,5 day to 1,5 day
1 000 ha to 1 000 000 ha	1,5 day to 4 days
Over 1 000 000 ha	4 days to 7 days
^a Not the entire area of cultivation needs to be used for biomass production for bioenergy or bio-based products.	

For organizations that apply for certification as group (or regional organization) it applies that the group (or the regional organization) is considered a 'producer' and that a number of group members will be visited based on the sample size according to 6.6. The audit duration for each group member to be visited is three hours. The audit duration as shown in Table 4 is not applicable in this case.

The certification body has the possibility to deviate from the audit duration, depending on:

- The size and complexity of the organization (this depends on the processes, the number of departments involved and the number of positions and persons within the organization).
- The results of the risk analysis as described in 6.4.
- The possible execution of (part of the) stakeholders consultation as described in 6.7.
- The assessment of more scopes at the same time (this depends on the extent of overlap in the scopes concerning the processes, the number of departments involved, and the number of positions and persons within the organization). The audit duration is at least equal to the audit duration for the scope with the highest audit duration according to the Table 3 and or Table 4.
- The number of production locations, to which it applies that if an organization has more production locations in accordance with the criteria in 6.6.2, the number of production locations to be visited during the audit will be based on the sample size according to 6.6.2. The audit duration will be increased with at least 0,5 day for each production location to be visited.
- The assessment of an organization that sources residual flows from collectors that are not certified in accordance with Annex B.

The certification body shall be able to justify the deviation compared with the starting point and shall document this in the offer and audit report.

6.6 Sample size in case of more production locations or group certification

6.6.1 Organization of sampling

The sampling shall be based on a risk analysis. When carrying out the risk analysis, the information available will be compared with the applicable requirements to determine the risk of non-conformities at the production locations or associated group members. The risk analysis shall be carried out in accordance with 6.4.

The production locations or associated group members with relatively high risk shall be assessed. Although sampling is risk based, a part of the sample shall also be randomly selected.

The requirements for taking samples at organizations with more production locations or group certification are described in 6.6.2 and 6.6.3, respectively. An organization with a scope of 'producer' being biomass producer shall comply with the requirements of EA-6/04 shall (see also 6.6.2 and 6.6.3).

6.6.2 Sample size in case of more production locations

In case an organization has more production locations, the following criteria shall be fulfilled in order to fall under one certificate:

- a) the production locations operate within the same legal entity to which the same national laws and regulations apply;
- b) the production locations are centrally managed, in which the organization has a central quality system and a central registration to its disposal; the data in the central registration related to traceability shall be administered per production location;
- c) similar processes take place at the production locations.

For organizations with more production locations other than those with a scope of 'producer' being biomass producer, the minimum sample size is:

- \sqrt{y} at an initial certification audit;

- $0,6 \times \sqrt{y}$ at a surveillance audit;
- $0,8 \times \sqrt{y}$ at a recertification audit.

In which y is the number of production locations.

For organizations with more production locations and with a scope of 'producer' being biomass producer, the minimum sample size is:

- y at an initial certification audit;
- \sqrt{y} at a surveillance audit;
- \sqrt{y} at a recertification audit.

In which y is the number of production locations with a maximum of 50 production locations.

The sample size shall be rounded up on whole numbers.

NOTE For example, in the case of 17 production locations the sample size is 5 production locations at a surveillance audit.

Sampling is not allowed for organizations with more production locations that fall within the framework of Directive 2009/28/EC.

6.6.3 Sample size in case of group certification

Annex A includes the conditions for participation in group certification.

For a group (or regional organization) with a scope that includes 'producer' being a biomass producer, the minimum sample size in the case of group certification is \sqrt{y} at an initial certification audit, a surveillance audit and recertification audit with a minimum of 5 % of the total number of associated group members; and in which y is the number of associated group members in the group (or the regional organization).

NOTE 1 The group leader has the responsibility that the number of group members that are internally audited is at least four times higher than the sample size of the certification body (see A.8).

For a group (or regional organization) with a scope of 'producer' other than being biomass producer, the minimum sample size in the case of group certification is \sqrt{y} at an initial certification audit, a surveillance audit and a recertification audit, in which y is the number of group members associated with the group (or regional organization).

The sample size shall be rounded up on whole numbers.

NOTE 2 For example, in the case of 90 associated group members the sample size is 10 group members at the initial certification audit.

The sample shall always include the group leader.

6.7 Stakeholders consultation by certification body

The certification body can decide to execute a stakeholders consultation if the results of the stakeholders consultation executed by the organization to be (re)certified give ground to do this. Annex D includes guidelines about executing a stakeholders consultation.

NOTE These guidelines can also be used by the organization to be certified.

7 Assessment

7.1 Assessment criteria

NTA 8080-1 and NTA 8080-2 specify the requirements, with which an organization shall comply to obtain the 'Better Biomass' certificate with the applicable scope (see also Tables 1 and 2). On the basis of NTA 8080-1 and NTA 8080-2 an organization can also obtain the 'NTA RED' certificate (see Annex C). Non-compliance with a specific requirement results in a non-conformity. A non-conformity could be classified as:

- A critical non-conformity, meaning non-compliance with the sustainability requirements as laid down in Directive 2009/28/EC whether or not the organization is assessed within the scope of this directive.
- A major non-conformity, meaning non-compliance with a legal requirement other than the sustainability requirements as laid down in Directive 2009/28/EC or a specific requirement that exceeds legal requirements and that implies an immediate high risk, or means a lack of proof of the correction of a minor non-conformity that was already observed at the previous audit.
- A minor non-conformity, meaning non-compliance with a specific requirement that exceeds legal requirements and that implies a higher risk in the long term.

Table 5 shows which non-conformities shall be classified as critical or as major. Other non-conformities may be classified as minor. If a connection exists between minor non-conformities, this connection shall be classified as a major non-conformity as well, supplementary to Table 5.

Table 5 — Assessment criteria

Description non-conformity	Related section in reference document ^a
<i>Critical non-conformities</i>	
The total greenhouse gas performance along the biomass chain is lower than the prescribed minimum requirement	NTA 8080-1:2015, 6.2.1.1
The organization has constructed a production location after the reference year in land with high carbon stocks from which construction is excluded beforehand	NTA 8080-1:2015, 6.2.2
The organization has constructed a production location after the reference year in land with high conservation value and or in a zone of 5 km around this land, from which construction is excluded beforehand or in which the exceptions for construction are not met	NTA 8080-1:2015, 6.4.1
The organization disposes of or uses residual products that formerly had the function to preserve or improve the soil quality	NTA 8080-1:2015, 6.5.1.2
The organization uses water from non-renewable sources	NTA 8080-1:2015, 6.5.2.2
The organization burns the stubble or standing crops as part of the management of the production location, where burning is not allowed	NTA 8080-1:2015, 6.5.3.2
The organization cannot justify the sustainability claims that it makes	NTA 8080-2:2015, 6.1 and 6.2
The organization cannot declare the names of the other certification schemes in which it participates and make available all relevant information, including the mass balance data and the auditing reports, or any other aspect of the sustainability requirements laid down in Directive 2009/28/EC ^b	NTA 8080-1:2015, 5.4.5 and NTA 8080-2:2015, 5.3.1 and 5.3.3

Description non-conformity	Related section in reference document ^a
Major non-conformities	
The organization has not the required information and documentation available at all	NTA 8080-1:2015, 5.2 and 5.4
The organization has not retained its documents for at least five years or for much longer as mandatory to prevailed laws and regulations	NTA 8080-1:2015, 5.4.5 and 5.7.2
The organization has not organized the PDCA-cycle ('plan-do-check-act' cycle) in such way that it is able to implement essential improvements in its operational management	NTA 8080-1:2015, 5.7
The organization cannot demonstrate to be familiar with the laws and regulations that apply to its operational management	NTA 8080-1:2015, 5.6
The organization cannot submit a validated calculation for its contribution to the greenhouse gas performance along the biomass chain, as far as no default values have been used	NTA 8080-1, 2015, 6.2.1.1, 6.2.1.2 and Annex C
The organization has used biomass that was not allowed to be used in view of carbon debt	NTA 8080-1:2015, 6.2.2.3
The organization markets its biomass as 'ILUC low risk' without demonstrating that one or more of the possible solutions to reduce ILUC has been applied	NTA 8080-1:2015, 6.3.3
The organization applies a chain-of-custody model that is not allowed in view of the intended application	NTA 8080-2:2015, 5.1.3
The organization doesn't issue transaction certificates or issues incorrect transaction certificates	NTA 8080-2:2015, 5.2
The organization has an inadequate bookkeeping to demonstrate that the mass balance is balanced	NTA 8080-2:2015, 5.3.3
The organization has not designed its production location(s) in accordance with the requirements of the applied chain-of-custody model	NTA 8080-2:2015, 5.4
The organization doesn't comply with the requirements for the use of logo	Clause 9 and Annex F of this certification scheme
^a In case the organization is assessed to Directive 2009/28/EC the corresponding requirements included in Annex C apply.	
^b This critical non-conformity only applies if the organization is certified to another certification scheme.	

7.2 Certification criteria

In case of granting the 'Better Biomass' certificate or in case of recertification, the organization may not have any critical or major non-conformities. At a surveillance audit an organization may have minor and major non-conformities, but no critical non-conformities.

In case of granting the 'NTA RED' certificate, the organization may not have any critical or major non-conformities in accordance with Table 5 concerning the requirements included in Annex C. At a surveillance audit an organization may have minor and major non-conformities, but no critical non-conformities. At recertification the organization shall comply with the certification criteria for the 'Better Biomass' certificate.

The following certification criteria apply:

- If the organization has a critical non-conformity, the certificate will be directly suspended. From that moment, it is not allowed to supply biomass flows under certificate in the chain and any form of manifestation in relation to the certificate is excluded. The organization shall provide a proposal for improvement within two weeks after receipt of the audit report from the certification body, and shall correct the observed non-conformity within three months subsequently and demonstrate this to the

certification body. If the organization does not correct a critical non-conformity within the fixed term, the certificate will be withdrawn and a new initial certification audit will be necessary.

- If the organization has a major non-conformity, the organization shall provide a proposal for improvement within two weeks after receipt of the audit report from the certification body and shall correct the observed non-conformity within three months subsequently and demonstrate this to the certification body. If the organization does not correct a major non-conformity within the fixed term, the certificate will be suspended. From that moment, it is not allowed to supply biomass flows under certificate in the chain and any form of manifestation in relation to the certificate is excluded. In the case of suspension, the major non-conformity shall still be corrected within three months, otherwise the certificate will be withdrawn and a new initial certification audit will be necessary.
- If the organization has a minor non-conformity, the organization shall provide an action plan about the implementation of corrective measures for review by the certification body within two weeks after receipt of the audit report from the certification body. The certification body verifies these corrective measures at the next audit. If the organization does not correct a minor non-conformity within the fixed term, this non-conformity will be dealt with as a major non-conformity.

In case of a sample, as described in 6.6, it applies that if one or more production locations or associated group members in the group (or regional organization) do not comply with the above-mentioned certification criteria, the 'producer' or group neither complies with the certification criteria.

Recertification shall always occur at least 3,5 months before the certificate expires. Within the framework of Directive 2009/28/EC, the certification body shall prior to recertification of an organization that was previously found in critical non-conformity with the requirement to declare the names of the other certification schemes in which it participates and make available all relevant information including the mass balance data and the auditing reports, or with any other aspect of the sustainability requirements laid down in Directive 2009/28/EC (see critical non-conformities in Table 5), bring this to the attention of NEN as scheme manager for 'Better Biomass'. This requirement applies to all certification schemes in which the organization participates.

7.3 Certification decision

Carrying out the initial certification, surveillance or recertification audit and taking the decision on issuing or extending the certificate are two separate responsibilities. On the basis of the audit report, the annexes and any recorded intentions, the decision-maker of the certification body decides whether to issue or extend the certificate or not. The decision is taken by a decision-maker who complies with the requirements of 5.2 and who has not participated in the initial certification, surveillance or recertification audit.

8 Reporting by the certification body

8.1 General

The organization obtains the 'Better Biomass' certificate or 'NTA RED' certificate, if based on the assessment nothing has come to attention of the certification body that causes to believe that the production processes of the organization do not comply with the requirements of NTA 8080-1 and NTA 8080-2 or Directive 2009/28/EC, respectively, and that there is a justifiable confidence that the organization will comply with the requirements of NTA 8080-1 and NTA 8080-2 or Directive 2009/28/EC, respectively, till the period of the next surveillance or recertification (see also 7.2).

8.2 Requirements for the certificate

8.2.1 Certificate record

The certificate that the organization receives from the certification body shall include at least the following matters:

a) details of the certified organization:

- full name of the organization or group in accordance with authentic document;

NOTE A certificate of the Chamber of Commerce or statute can be considered.

- place of business;

b) details of the certification body:

- name;

- place of business;

- accreditation number;

c) details of certified subject:

- scope(s), as described in Table 1 and Table 2;

- specific location(s);

- description of object;

- production process(es), as described in Annex E;

- type(s) of chain-of-custody model(s);

- text that indicates that the output of the production process(es) of the organization complies with the requirements for 'Better Biomass' or 'NTA RED';

- whether production process(es) has (have) been assessed within the scope of Directive 2009/28/EC, in the case of 'Better Biomass';

- (original) commencing date of the certificate and date on which the certificate was extended where applicable;

- validity of the certificate;

- identification of the certificate;

- 'Better Biomass' logo, if the requirements for 'Better Biomass' have been met;

- signature(s) of the authorized person(s) of the certification body.

As part of the traceability, the certified organization issues a transaction certificate that includes a reference to the above-mentioned certificate for each delivery. The requirements to these transaction certificates depend on the applied chain-of-custody model as described in NTA 8080-2.

8.2.2 Audit report

The audit reports of the (re)certification or surveillance audit and the annexes remain in the possession of the certification body and will never be disclosed to third parties.

The certification body shall publish a summary of the initial certification and recertification audit report that at least includes:

a) the scope;

- b) whether organization has been assessed within the framework of Directive 2009/28/EC;
- c) the nature of the raw material;
- d) description of production process(es);
- e) produced products;
- f) address details of the production location;
- g) the surface area for cultivation, if applicable.

8.3 Complaints, objection and appeal

The certification body shall have a documented process about the receipt, evaluation and decision-making of objections. The certification body shall have a procedure for complaints and appeals. The description of the process about complaints, objections and appeals shall be publicly available.

The following applies with respect to the process of considering objections:

- the persons involved in the consideration of objections shall not have been involved in the audit or the decision-making;
- filing an objection will not have negative consequences in the further consideration for the one who filed the objection;
- the certification body will report the receipt of the objection and inform the one who filed the objection about the progress and result;
- the decision about the objection shall be taken or approved by a person or group that has not been involved in the consideration.

Pending the objection and/or appeal the certificate is valid; this applies during the validity of the certificate.

The complete procedure complaints, objection and appeal is part of the *NEN Scheme management manual*.

9 Reporting by the scheme manager

9.1 General

Within the framework of Directive 2009/28/EC, the scheme manager shall comply with legal reporting requirements that are applicable to all voluntary schemes that have been recognized by the European Commission for this purpose.

NOTE The legal reporting requirements relate to Directive (EU) 2015/1513 and intend to provide more information about possible indirect land use impacts of biofuels.

9.2 Requirements for scheme manager

Within the framework of Directive 2009/28/EC, the scheme manager shall publish at least once per year the list of certification bodies that use the certification scheme for independent auditing, indicating for each certification body by which entity or national public authority it was recognised and which entity or national public authority is monitoring.

NOTE 1 The list of certification bodies that have entered into agreement with NEN, as scheme manager of 'Better Biomass', is available at the website www.betterbiomass.com.

Within the framework of Directive 2009/28/EC, the scheme manager shall provide once per year a report to the European Commission that includes at least the following information:

- a) the independence, modality and frequency of audits, both in relation to what is stated on those aspects in the scheme documentation, at the time the scheme concerned was approved by the Commission, and in relation to industry best practice;
- b) the availability of, and experience and transparency in the application of, methods for identifying and dealing with non-compliance, with particular regard to dealing with situations or allegations of serious wrongdoing on the part of members of the scheme;
- c) transparency, particularly in relation to the accessibility of the scheme, the availability of translations in the applicable languages of the countries and regions from which raw materials originate, the accessibility of a list of certified operators and relevant certificates, and the accessibility of auditor reports;
- d) stakeholder involvement, particularly as regards the consultation of indigenous and local communities prior to decision making during the drafting and reviewing of the scheme as well as during audits and the response to their contributions;
- e) the overall robustness of the scheme, particularly in light of rules on the accreditation, qualification and independence of auditors and relevant scheme bodies;
- f) market updates of the scheme, the amount of feedstocks and biofuels certified, by country of origin and type, the number of participants (see also 0);
- g) the ease and effectiveness of implementing a system that tracks the proofs of conformity with the sustainability criteria that the scheme gives to its member(s), such a system intended to serve as a means of preventing fraudulent activity with a view, in particular, to the detection, treatment and follow-up of suspected fraud and other irregularities and where appropriate, number of cases of fraud or irregularities detected;
- h) options for entities to be authorised to recognise and monitor certification bodies;
- i) criteria for the recognition or accreditation of certification bodies;
- j) rules on how the monitoring of the certification bodies is to be conducted;
- k) possibilities to facilitate or improve promotion of best practice.

This annual report shall be submitted by 30 April covering the preceding calendar year. Because the European Commission is required to make the annual reports publicly available, the scheme manager shall indicate if part of the required information cannot be published and shall provide this confidential information in a separate document.

NOTE 2 Information about the legal annual reporting requirements can also be found in the letter on this subject to all voluntary schemes that have been recognized by the European Commission, which is available at the 'voluntary schemes' web page of the European Commission (<https://ec.europa.eu/energy/node/74>).

9.3 Requirements for certificate holders

To provide the information about the amount of feedstocks and biofuels certified, by country of origin and type, as part of the annual report, an organization that is certified within the framework of Directive 2009/28/EC shall provide this information to the scheme manager by 31 March covering the preceding calendar year. This reporting requirement is applicable to organizations with a scope of 'producer' or 'end user' (i.e. organizations at the origin and last stage of the chain of custody). The data shall be reported in thousands of metric tons or m³ in case of gaseous biofuels that has been certified under 'Better Biomass' and administered as such in the mass balance system of the organization.

The scheme manager shall inform the certificate holders concerned and shall provide the template to be used to collect the data. This template consists of columns with predefined 'type of product', 'country of origin', 'feedstock' and 'calendar year' that can be selected by the organization as well as a column to provide the volumes. The scheme manager shall aggregate the collected data using the same template and shall classify this information as confidential when submitting the annual report to the European Commission by providing the data reporting template as a separate document.

NOTE The 'data reporting template' is also available at the 'voluntary schemes' web page of the European Commission (<https://ec.europa.eu/energy/node/74>).

10 Use of logo

10.1 Conditions for use of logo

'Better Biomass' is a registered trademark of NEN, intended for products that have been certified according to the requirements of this certification scheme. Certificate holders are not obliged to use the logo. In cases of 'Better Biomass' (logo) expressions the following conditions apply:

- a) Use of 'Better Biomass' (logo) expressions is only allowed after approval by the certification body in writing. Approval is granted to the certificate holder, who is responsible for the correct use of 'Better Biomass' (logo) communications.
- b) It is allowed to use 'Better Biomass' (logo) expressions on invoices and writing paper, on packages or product related communication, and on promotional material like websites, brochures and catalogues provided that a clear relationship exists with the certified product(s). For example, the use on writing paper is not possible if the writing paper is also used for communication about non 'Better Biomass' certified products.

EXAMPLE 1 Allowed is: "Company X has the 'Better Biomass' certificate for product Y".

EXAMPLE 2 Not allowed is: "Company X is 'Better Biomass' certified".

- c) If the 'Better Biomass' certificate is applicable to part of the product, it shall be clearly stated to which part the 'Better Biomass' logo is applicable, for example by clearly indicating the percentage based on the mass balance. The percentage and its statement shall correspond with the transaction certificate or the declaration in accordance with NTA 8080-2:2015, 5.2 and Clause 6.
- d) If a 'Better Biomass' (logo) expression is applied, the unique registration number that is assigned by the certification body shall be stated. This registration number shall be stated at the appropriate position in the logo.
- e) The unique registration number consists of the name or abbreviation of the certification body and the unique attestation number assigned by the certification body.
- f) The use of the 'Better Biomass' logo and the unique registration number is only allowed in own communication related to own products that belong to the scope of the 'Better Biomass' certificate.
- g) The 'Better Biomass' (logo) expression shall not exceed the size and prominence of the product name, brand name and or trade name. Only communication and presentation as a label is allowed. Suggesting that 'Better Biomass' would be a trademark is not allowed to other parties than the scheme owner and certification bodies after approval in writing.
- h) The (visual) presentation of the 'Better Biomass' logo shall be in accordance with the requirements of Annex F.

10.2 Assessment correct use of logo by certification body

The certification body shall assess the intended use of the 'Better Biomass' logo at the initial certification audit or when requested by the certificate holder. At surveillance audits the actual use of logo shall be assessed. The certificate holder can ask the certification body for approval of changes in use of logo in between audits. In all cases, the certification body shall assess whether the certificate holder complies with the conditions as included in 10.1.

NOTE At surveillance audits inter alia invoices and writing paper, packaging or product related communication, and promotional material like websites, brochures and catalogues can be checked.

10.3 Monitoring improper use of logo by scheme owner

'Better Biomass' is a European registered trademark in the name of Stichting Nederlands Normalisatie-instituut. The scheme owner will periodically conduct market surveillances to monitor improper use of logo and name, and will undertake the necessary actions. Improper use of logo implies that an organization falsely creates the impression to be in the possession of a 'Better Biomass' certificate.

NOTE Improper use can include the use of the 'Better Biomass' logo, a statement on a website, in a newsletter or otherwise, for example.

11 Internal monitoring

The general governance of the Better Biomass certification scheme is described in the *NEN Scheme management manual* concerning certification schemes working under accreditation. NEN, as scheme owner, may request certification bodies that have entered into agreement with NEN to provide additional information for cross-checking or may undertake own investigations at an organization that has a 'Better Biomass' certificate or an 'NTA RED' certificate, if reason exists that this organization doesn't comply with the certification criteria as described in 7.2. In case non-compliance is demonstrated, the certification body that has issued the certificate will be requested to undertake the steps as described in 7.2 and to inform NEN about any change of the status of the certificate.

NOTE Potential non-compliance with the certification criteria can be brought to the attention of the scheme owner as part of a complaint, by information provided by external parties, by (marketing) communications of the certificate holder or by other information collected by the scheme owner.

The scheme owner shall organize at least annually an auditors meeting to support harmonization and unambiguous implementation of the Better Biomass certification scheme. Each certification body that has entered into agreement with NEN shall be represented at this auditor meeting by one or more auditors who are involved in Better Biomass assessments.

Interpretation issues related to the sustainability requirements in NTA 8080-1:2015, chain-of-custody requirements in NTA 8080-2:2015 or certification matters as described in this certification scheme exist can be brought to the attention of the scheme owner by the certification body, the (potential) certificate holder or other interested party. NEN, as scheme owner, shall initiate the process to establish an interpretation for this issues to be included in the Interpretation document linked to this certification scheme and shall inform all relevant parties about this interpretation once published.

Annex A

(normative)

Group certification

A.1 General

This annex includes the requirements that are applicable to group certification. A group (or regional organization) with a scope 'producer' being biomass producer shall comply with these requirements and those of EA-6/04.

A.2 Group composition

A group (or regional organization) is managed by an independent legal entity (referred to as group leader). Only 'producers' are allowed to participate in the group.

The group shall have a homogenous composition with regard to:

- a) region, being a contiguous area;
- b) production activities, being main activities that produce products that are normally used for the same biomass chain;
- c) land use, being comparable uses of land on which the production activities are carried out;
- d) climatic conditions, being similar circumstances relating to climatic influences on production activities.

The group leader shall establish criteria that can be used to assess whether a group member complies with the condition with respect to the homogeneous composition.

NOTE 1 In the case of collecting residual flows as described in NTA 8080-1:2015, Annex D, only region and production activities are relevant.

Only organizations for which the certification costs as organization with more production locations would exceed 2 % of the turnover, qualify for group certification.

NOTE 2 The costs consist of the annual cost for the assessment of the organization's activities plus the share of the cost for evaluation work carried out by the group leader. It concerns cost for the assessment by the certification body.

An organization that does not comply with the requirement concerning the maximum size is allowed to participate in the group, but will be assessed by the certification body according to the requirements that apply to organizations with more production locations (6.6.2).

A.3 Scope

A group shall comply with all requirements in NTA 8080-1 and NTA 8080-2, as far as applicable. In addition, each group member shall comply with these requirements, as far as they are applicable to the organization.

A.4 Rules for participation of group members

The group leader shall establish clear rules for participation in the group certificate by individual group members. The rules are included in the manual in which the system of group certification is described. The rules shall include at least the following aspects:

- a) the criteria for entry into the group;

- b) the efforts that group members shall make during the period of participation;
- c) the grounds on the basis of which group members are excluded from participation;
- d) the conditions under which group members can terminate their participation;
- e) the way in which disputes between the group leader and a group member and amongst group members mutually are dealt with.

Group members that enter the group shall sign an agreement with the group leader in which they declare that they have taken notice of the rules for participation.

A.5 Responsibilities

A.5.1 Division of responsibilities

The group shall establish and document clearly the division of responsibilities between the group leader and the group members with respect to the applicable requirements in NTA 8080-1 and NTA 8080-2.

A.5.2 Responsibilities group leader

The group leader is responsible for at least:

- a) the communication with the certification body and the group members;
- b) the check of new group members fulfil the criteria with regard to the composition of the group;
- c) the verification of the new group member complies with requirements in NTA 8080-1 and NTA 8080-2, as far as applicable;
- d) the support (or having support) and or training of the new group member in order to comply with these requirements, depending on the first verification;
- e) informing the certification body about changes in membership (both new group members and excluded group members) within one month;
- f) an up-to-date manual in which the system of group certification is described;
- g) the periodic audit at all group members to verify whether they comply with the requirements in NTA 8080-1 and NTA 8080-2, as far as applicable;
- h) issuing transaction certificates for biomass flows that are delivered by the group;
- i) the records concerning the traceability of biomass flows that are delivered by the group;
- j) reporting the results of the annual audit by the certification body to all group members.

The group leader shall have the authority to exclude group members from participation in the group certificate if they do not comply with the established rules or if they do not take the corrective measures that are imposed by the certification body.

The employees of the group leader shall have demonstrable knowledge about the group procedures and the applicable requirements in NTA 8080-1 and NTA 8080-2.

A.5.3 Responsibilities group members

A group member shall endorse the rules for participation in the group certificate. A group member shall have demonstrable knowledge about the group procedures and the applicable requirements in NTA 8080-1 and NTA 8080-2.

A group member shall implement measures related to compliance with the applicable requirements in NTA 8080-1 and NTA 8080-2 that are imposed by the group leader and or certification body within the term indicated.

A group member shall inform the group leader about changes in the operational management that have an impact on the rules for participation in the group certificate.

As far as the responsibility for complying with specific requirements in NTA 8080-1 and NTA 8080-2 is primarily assigned to group members, a group member shall ensure to comply with these requirements.

A.6 Manual

As described in A.5.2, the group leader is responsible for an up-to-date manual in which the system of group certification is described. The manual shall include at least the following elements:

- a) the rules for participation as described in A.4;
- b) the division of responsibilities between the group leader and the group members, including the compliance with specific requirements in NTA 8080-1 and NTA 8080-2;
- c) the necessary data provision:
 - from group members to the group leader in order to comply with the specific requirements in NTA 8080-1 and NTA 8080-2 including possible corrective measures taken;
 - from the group leader to group members in order to comply with the specific requirements in NTA 8080-1 and NTA 8080-2 including possible corrective measures to be taken;
- d) the way of supplying biomass flows or residual flows as included in NTA 8080-1:2015, Annex D, including the required data for traceability;
- e) the certification process, including internal audits by the group leader and external audits by a certification body in the case of a sample;
- f) the way in which revenues and costs are divided amongst the group leader and group members.

A.7 Documentation

In addition to the requirements in NTA 8080-1 and NTA 8080-2 and possible interpretation documents and decisions linked to this certification scheme with regard to documentation, the group leader shall maintain the following information:

- a) an overview of group members, with name of company, address, coordinates of contact person, type of business activities, date of entry and if applicable exit or exclusion including reason of exclusion;
- b) a map with the location of all group members that can be used to verify if the conditions of a homogenous composition of the group are met, as described in A.2;
- c) the declarations signed by the group members;
- d) records showing the received and delivered biomass flows on consignment level for each group member;

- e) description of the system in which way it will be monitored that group members continue to comply their rules for participation and responsibilities.

A.8 Internal audit

Before the assessment of the initial certification audit by the certification body can be concluded, the group leader shall have audited all group members using the verification method that has been checked and approved by the certification body.

The number of group members to be assessed by the group leader in the framework of the annual internal audits shall be at least four times the number of group members that are assessed by the certification body based on the sample (see 6.6.3).

Annex B

(normative)

Residual flows

B.1 Certification starting at first point of collection of residual flows

In the case activities are carried out that only include residual flows as included in NTA 8080-1:2015, Annex D, certification starts with the organization that is the first owner of the material from the moment that the residual flow is released from the organization that disposes of this flow (further referred to: disposer). Figure B.1 gives a schematic representation of this case. It is possible to have dispensation in specific circumstances, as described in B.2.

NOTE An organization can either collect material (at different disposal units) and trade this material directly or first carry out processing activities to the residual flow itself.

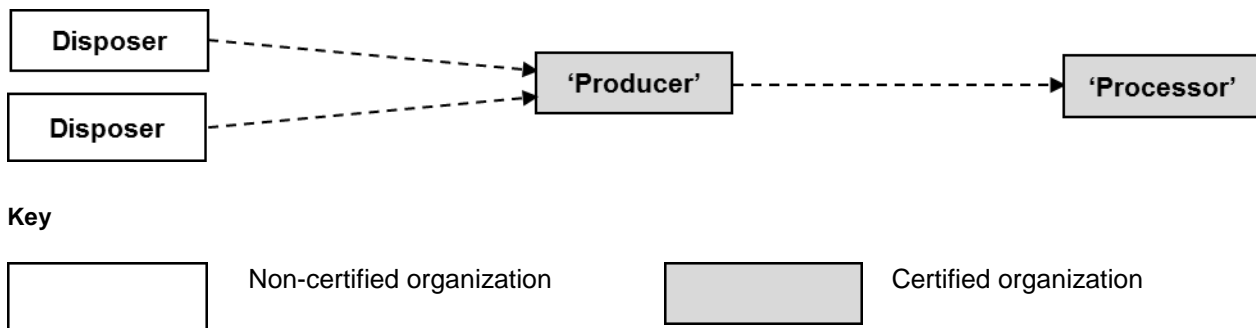


Figure B.1 – Schematic representation of certification starting at first point of collection of residual flows as included in NTA 8080-1:2015, Annex D

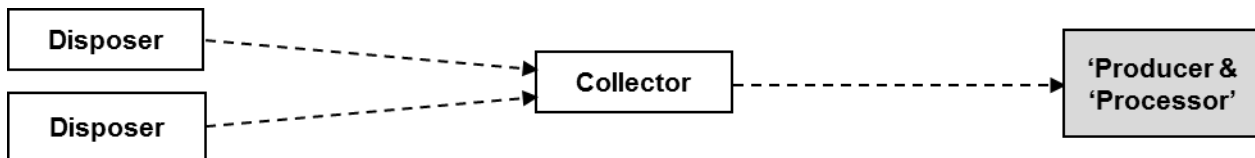
The certification body shall include the evaluation of disposers in the assessment of the producer by means of sampling. The sample size shall be at least \sqrt{y} , in which y is the number of disposers, for which the organization considered 'producer' takes responsibility. An on-site audit at the disposer can be part of this assessment in case of high risk classification by the certification body. The risk analysis shall be carried out in accordance with 6.4. The certification body shall justify which risks have been identified, in which way the sample size has been determined, in which way the sample has been taken, and which considerations have been taken into account to determine whether an on-site audit is needed.

In the case of processing of waste, in which the production of biomass flows for application in bioenergy or bio-based products is not the main activity, certification starts with the organization that processes the waste in which the biomass flows are released. If other organizations are involved in the collection of waste, it applies that these organizations need not to be certified.

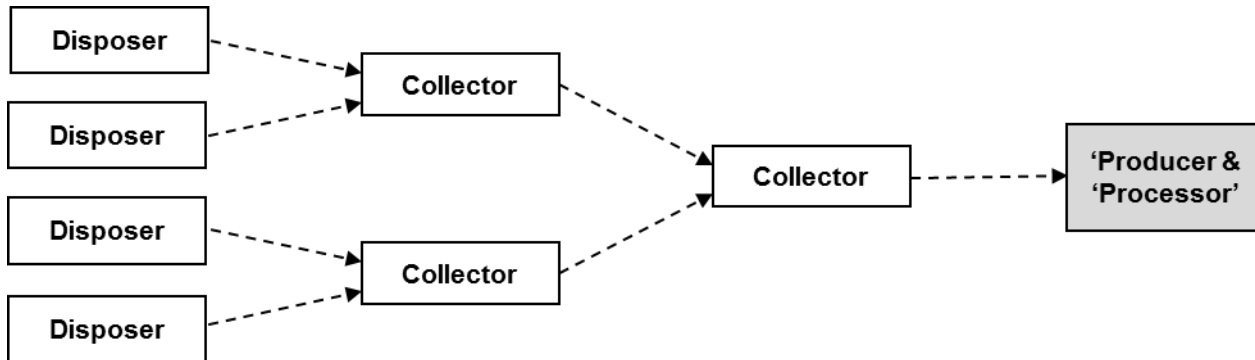
NOTE Examples are biogas that is released from landfill or water treatment (from organic waste from households and companies; in NTA 8080-1:2015, Annex D classified as [600]) or animal fats that are released from destruction (from offal; in NTA 8080-1:2015, Annex D classified as [586]).

B.2 Certification starting at other than first point of collection of residual flows

An organization that only collects residual flows as included in NTA 8080-1:2015, Annex D, can under certain conditions be exempted from certification. This concerns both organizations that collect the residual flow from the disposer and organizations that purchase the material from organizations that collected the residual flows from the disposer. Figure B.2 gives a schematic representation of these cases.



a) Organization that collects residual flows as included in NTA 8080-1:2015, Annex D, is not certified, but supplies the material to organization that processes this material; this organization is classified as 'producer' and 'processor' in this case



b) Organization that collects residual flows as included in NTA 8080-1:2015, Annex D, is not certified, but supplies to other collector that is neither certified; this collector supplies material to organization that collects and processes this material; this organization is classified as 'producer' and 'processor' in this case

Key

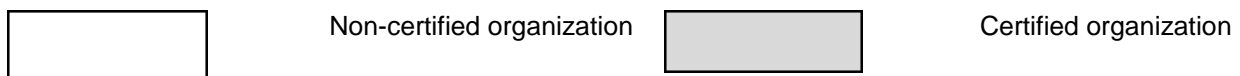


Figure B.2 – Schematic representation of certification starting at other than first point of collection of residual flows as included in NTA 8080-1:2015, Annex D

This dispensation can only be given under certain circumstances. These specific circumstances are based on conformity with all of the following conditions:

- a) The collection of the residual flows concerned is carried out by a network of many small-scale collectors for whom certification individually is not feasible.
- b) The risk of mixing in the collection chain with other biomass flows that are not classified as residual flows shall be at the minimum on the basis of the nature of the biomass. The certification body shall take this aspect into account in its risk analyses.
- c) The first organization in the chain that will be certified according to this certification scheme is considered 'producer' and is responsible for demonstrating the origin and amount of the material. This organization shall comply with the following requirements that are assessed by the certification body:
 - the terms and conditions shall include that the supplier is only allowed to mix (not process) material that has the same classification, and that the supplier records the origin and amount of the material;
 - the consignments are traceable in the records of the organization, in which at least the origin (at local level, not each address) and the amount of material per small-scale collector is recorded;
 - visual inspection of the material at the gate is technically possible and the technical criteria are documented;
 - visual inspection at the gate is carried out and recorded according to a documented procedure.

The organization shall always be assessed for conformity by a certification body in accordance with B.1, if the organization collects residual flows that:

- represent an energy value of more than 378 GJ per month on average; or

NOTE 1 The energy value of 378 GJ is derived from the energy value that is represented by 10 tonnes of used cooking oil, which mass volume is considered the reference case in the framework of Directive 2009/28/EC. The energy value of used cooking oil is calculated by using the specific energy value for biodiesel of 37,8 MJ/kg.

- will be applied within the framework of “Regeling conformiteitsbeoordeling vaste biomassa voor energietoepassingen”.

NOTE 2 It concerns biomass flows that have one of the following classifications under this regulation:

- category 3: residues from nature and landscape management;
- category 4: agricultural residues;
- category 5: biogenic residues and waste flows.

The certification body shall include the evaluation of disposers and organizations that are exempted from certification ('collector' in Figure B.2) based on above-mentioned conditions in the assessment by means of sampling. The sample size shall be at least \sqrt{y} , in which y is the number of organizations that are exempted from certification including disposers, for which the organization considered 'producer' takes responsibility. An on-site audit at the disposer or organization exempted from certification can be part of this assessment in case of classified as high risk by the certification body. The risk analysis shall be carried out in accordance with 6.4. The certification body shall justify which risks have been identified, in which way the sample size has been determined, in which way the sample has been taken, and which considerations have been taken into account to determine whether an on-site audit is needed.

Annex C

(normative)

NTA RED

Tables C.1 and C.2 provide the requirements that shall be assessed to obtain the 'NTA RED' certificate. The method of verification is included in Table 1 and Table 2.

Table C.1 — Applicable requirements in NTA 8080-1:2015 for 'NTA RED' certificate

Sub-clause in NTA 8080-1	Sustainability aspect	Scope according to NTA 8080-1						
		'producer' ^a				'processor'	'trader'	'end-user'
		biomass producer	smallholder	collector primary residual flows	collector non-primary residual flows			
5	General requirements and guidelines							
5.2	Description of processes	X	X	X	X	X	X	X
5.3	Time periods (recommendation, cannot result in non-conformity)	X	X	X	X	X	X	X
5.4	Data and information	X	X	X	X	X	X	X
5.5	Consultation of stakeholders concerning 6.4.1.1 b) iii)	X		X				
5.6	Laws and regulations	X	X	X	X	X	X	X
6.2	Greenhouse gas emissions							
6.2.1.1	Greenhouse gas emission saving in case of application of biomass for bioenergy	X	X	X	X	X	X	X
6.2.2.1	High carbon stock	X ^b	X ^b	X ^b				
6.2.2.2								
6.4	Biodiversity							
6.4.1.1	Land with high biodiversity value	X ^b	X ^b	X ^b				
6.4.1.2								
^a See Table 1 for explanation of the scopes.								
^b This sustainability aspect is only applicable if the production location at which the biomass is produced or residual flows are collected has been cultivated on 1 January 2008 or later, with which cultivation implies the conversion of the natural state of land to the use for agriculture or forestry.								

Table C.2 — Applicable requirements in NTA 8080-2:2015 for 'NTA RED' certificate

Subclause in NTA 8080-2	Chain-of-custody aspect	Scope according to NTA 8080-2						
		'producer' ^a				'processor'	'trader'	'end-user'
		biomass producer	smallholder	collector primary residual flows	collector non-primary residual flows			
5	Chain-of-custody requirements							
5.1	General	X	X	X	X	X	X	X
5.2	Transaction certificate	X	X	X	X	X	X	
5.3	Records	X	X	X	X	X	X	X
5.4	Production location	X	X	X	X	X	X	X
6	Declarations							
6.1	Declarations in the case of application in bioenergy							X
^a See Table 2 for explanation of the scopes.								

Annex D

(informative)

Guidelines for executing a stakeholder consultation

This annex provides an elaboration of the methodology to execute a stakeholder consultation by the organization to be certified or a certification body, for example. Both are referred to as 'the organization' in this annex.

The organization that executes a stakeholder consultation should develop and document a methodology for executing the consultation of direct stakeholders. This methodology should ensure that:

- a) those stakeholders will be identified and consulted who have relevant information and who are suitable to the size, intensity and complexity of the biomass producer or collector of primary residual flows in view of scope and number;

NOTE In the case of a large-scale company, the consultation will likely include organizations that operate at national and or regional level in the surroundings of the biomass producer; in the case of a smaller company, the consultation can be limited to a number of local organization, pressure groups or individuals.

- b) stakeholders will be adequately informed and have the possibility to share their views and or information with the organization, confidentially if necessary, from at least 30 days prior to the consultation;
- c) information and opinions, as brought forward by the consulted stakeholders, will be treated confidentially, and will be evaluated objectively and substantively.

Consultation should be focussed on direct, actual observations to determine in which extent te organization complies with the requirements in NTA 8080-1.

The consultation techniques applied should be culturally appropriate for the stakeholders with whom the consultation will be executed.

The organization should keep adequate records of each consultation and should take the protection of individuals or pressure groups into account.

The organization should inform the stakeholders within six months after the closure of the consultation how, as far as applicable, the comments of the stakeholders have been interpreted and or considered in the judgement whether the organization is in compliance with the requirements in NTA 8080-1 or not.

Annex E

(normative)

Description of production processes

The certificates that will be issued include the description of the production process(es) (see 8.2.1). To ensure the consistency of the descriptions, the description shall be composed as follows:

The [operation] of [product class].

[operation] is used as noun. [product class] is chosen as such that it fits to the activities of the organization and these activities have been assessed during the audit.

NOTE Examples of production processes are:

- the production of agricultural crops;
- the pelletization of woody biomass flows;
- the digestion of residues;
- the refinement of biogas;
- the esterification of oils;
- the blending of fuels;
- the production of electricity;
- the generation of heat and power.

Annex F

(normative)

'Better Biomass' logo – visual representation

F.1 Shape and structure

The 'Better Biomass' logo is a rounded rectangle with an angle radius 75 dots.

The certificate number shall be clearly displayed under the text "NTA 8080 CERTIFIED" with a font size not exceeding the font size of this text, as indicated in Figure F.1.



Figure F.1 — 'Better Biomass' logo

F.2 Alternative

If the colour or layout of the background of the 'Better Biomass' logo is inappropriate for the logo as presented in Figure F.1, the alternative as presented in Figure F.2 can be used. The same requirements are applicable to this logo.

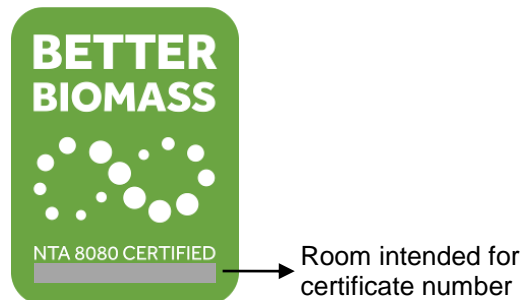


Figure F.2 — Alternative 'Better Biomass' logo

F.3 Colour

The green colour in the 'Better Biomass' logo is specified in Table F.1 with the usual standards.

Table F.1 — Specifications of colours 'Better Biomass' logo

Colour	Pantone	Hex	RGB	CMYK
Green	Solid Coated 7737 C	#6ba542	R107 G165 B66	C 64 % M 15 % Y 100 % K 1 %

F.4 Font

The text in the 'Better Biomass' logo shall be displayed using the following fonts:

BETTER: Effra Bold

BIOMASS: Effra Bold

NTA 8080 CERTIFIED: Effra regular

Certificate number: Effra regular

F.5 Representation

The position of the 'Better Biomass' logo is upright with the long side vertically or a slope (to the left) of up to – 4 degrees.