



ISCC 203 Requirements for Traceability

Requirements for Traceability

ISCC 11-04-08
V 1.17 11-04-08

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Document title: ISCC 203

Requirements for Traceability

Approved by:

Date:

Issue date:

Application date:

Content

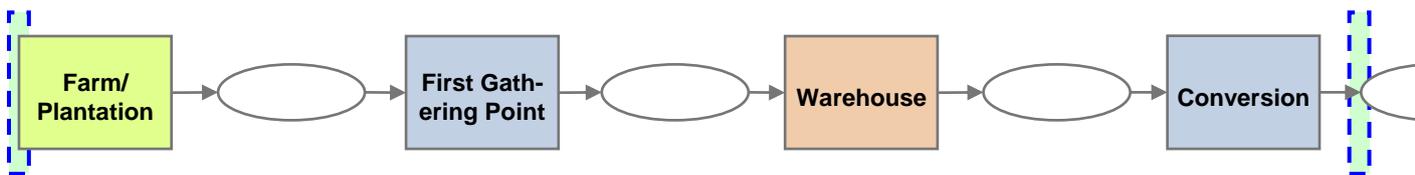
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1 Introduction

According to ISO the term traceability describes the possibility, to trace production, use or location of a certain element. For final products this can cover the origin of material and parts as well as the production history. Traceability does not only cover the basic requirements that products can be traced back and forth throughout the value chain from origin to the point of final delivery but also the possibility to specify what they are made from and how they have been processed.

The origin of the sustainable biomass used for the production of liquid biomass or biofuels has to be traced back for every stage of the production and delivery process (see also following picture).



Production process

Figure 1: Different elements and sections of the supply chain

Traceability will be achieved via mass balance or physical segregation systems, corresponding traceability attributes and declarations or delivery orders. This assures that origin, amount and related greenhouse gas (GHG) emissions can be uniquely identified and that the amount which has been withdrawn at the respective stage of the value chain does not exceed the amount supplied.

Risk management is an integral part of every area stated above. Within the ISCC system risk analysis, risk factors for every area have to be identified and if necessary, requirements for the control density have to be defined.

The rules for the control of the requirements for traceability apply on an international level. It is up to the particular enterprises to provide evidence of traceability by newly developed documents containing all relevant data or to use existing (partly country-specific) documents and amend the missing data in the document or by means of an annex. Thus, the requirement of the ordinance to avoid excessive administrative burden is met.

The risk management system regarding the traceability also applies for the international level in the same way. This is an inevitable requirement in order to prevent that for certain regions or countries the ISCC requirements are softened.

Above named issued are to be clarified by the example of the delivery note. A proof of compliance with sustainability requirements is a special case of the delivery note. It is issued only by the last interface. The format and the content of the data are the same on the international level for all interfaces, independently of their site being located in Brazil or in Germany. All previous elements in the supply chain issue a delivery note, with which data contents, but not ISCC 203 Requirements for Traceability

the format, are given. This opens at least two alternatives to an enterprise e.g. in Brazil. It can either develop a new delivery note according to 4.2.1 or use an existing “Nota Fiscal” and amend it with missing data according to 4.2.1. Since the “Nota Fiscal” is an official document, in this case the amendments must not be made on the “Nota Fiscal” itself but it is necessary to make an annex.

A country-specific risk evaluation, e.g. if a “Nota Fiscal” is more reliable than a “Carta de Porte” (Argentine pendant) therefore is neither leading to the desired results nor is it uncritical (WTO problem).

The determination of the risk on first gathering point level and of the resultant sample size for the farms has to be done by means of document ISCC 202-01, Annex 1 for the consideration of country-specific characteristics.

If an accumulation of misuse emerges during the day-to-day operations in individual countries, ISCC immediately will implement a Technical Work Group for the development of improvement actions. These improvements will look about the specific reasons for the misuse.

2 Scope

This document describes the general areas for which the requirements regarding traceability, mass balance or physical segregation have to be applied:

- (1) Management system of an interface, plant, factory premises or operation (responsibilities, procedures and reporting with respect to sustainability and traceability)
- (2) Relevant elements of the production and distribution chain
 - a. Farm/plantation (cultivation of sustainable biomass)
 - b. First gathering point (normally operations, warehouses or traders that act as first-line purchasers of biomass from a variety of farms or plantations for the purpose of resale)
 - c. Goods stores (warehouses/silos that physically take possession of the goods from farms/plantations on behalf of the first gathering point, but are not the owners of the goods)
 - d. Conversion of sustainable biomass (in case that the conversion unit is not the final interface)
 - e. Conversion of sustainable biomass (in case that the conversion unit is the final interface, e.g., refining of sustainable liquid biomass)
 - f. Supplier (of sustainable liquid biomass after the last interface)
 - g. Warehouse (Storage of sustainable biomass, e.g. in farms, interfaces and warehouses or storage of liquid biomass or biofuels in interfaces or warehouses)
 - h. Transport of sustainable products (e.g. with truck, train, barge or vessel)

Section 5 of this document contains special regulations which affect the scope.

3 Normative references

As a basic principle, all relevant ISCC documents are valid for the scope. The normative references display the documents whose contents are linked and have to be considered as conjoint points.

Relevant references:

ISCC 201	System basics
ISCC 202	Sustainability Requirements – Requirements for the Production of Biomass (crop cultivation)
ISCC 204	Mass Balance Calculation Methodology
ISCC 205	GHG Calculation Methodology and GHG Audit
ISCC	Audit Procedures

4 Requirements for traceability

For the traceability of sustainable biomass within the chain of custody two groups of requirements are important:

- (1) Minimum requirements for the management system: these define requirements for the organization of the respective elements of the supply chain.
- (2) Information requirements regarding sustainable biomass. These describe necessary data for identification of biomass at any step of the value chain.

4.1 Minimum requirements for the management system

Good management practices with respect to traceability should be applied on every critical control point within every relevant element of the supply chain. All companies which are responsible for the respective critical control points within their production and distribution chain have to take care that their management system covers all the requirements for traceability.

A company can be responsible for one or more stages of the production and distribution chain (see also figure 1) and may possess one or more locations. Independent of this, any audit will be related to one location. Special attention should be paid to all points of the production and distribution chain where a change in possession, ownership or responsibility takes place and/or product documents are issued which contain information regarding sustainability and GHG emissions (e.g. delivery order, proof of compliance with sustainability requirements, partial proof of compliance with sustainability requirements). The management system should be established on company level. Companies which outsource or delegate tasks (e.g. transport, storage of sustainable products) which are relevant for traceability are responsible for linking contractually their management system with those of their suppliers.

4.1.1 General requirements

The management system of a company must be in line with the following elements of this standard which guarantee the correct implementation and updating of the procedures on traceability. The management system should be adequate regarding kind, scope and amount of required activities. The risk management factors (compare ISCC 207 Risk Management) have to be considered when designing the management system.

4.1.2 Responsibility and authority

4.1.2.1 Responsibility of the managements

The management of a company has to commit itself to implement and maintain the requirements for traceability in line with this standard and respectively define and document this. The company's obligation has to be shared with employees, suppliers, customers of this company and other interested parties.

The management of a company has to conduct regular inspections on traceability regarding compliance with this standard.

4.1.2.2 Responsibility and authority for traceability

The company has to identify and nominate employees whose tasks touch implementation and maintenance of a traceability system. These employees have to receive the corresponding authority for the following traceability elements:

- (1) Sourcing or first gathering of sustainable products, identification of origin with respect to their physical segregation and/or evaluation of the portion of sustainable products and related GHG emissions or GHG reduction potential.
- (2) Conversion of sustainable products or their processing with respect to physical segregation and/or evaluation of the portion of sustainable products and related GHG emissions or GHG reduction potential.
- (3) Delivery, storage, sales and transport of sustainable products with respect to physical segregation and/or evaluation of the portion of sustainable products and related GHG emissions or GHG reduction potential.
- (4) Documentation, issuing of guarantees/documents and reporting within the framework of points (1) to (3),
- (5) Execution of internal audits and conformity surveillance.

Note: Responsibilities and authorities on traceability can be merged.

4.1.3 Procedures

The procedures of a company have to be documented in writing. This documentation has to contain the following elements as a minimum:

- (1) Description of the material flow within the value chain of a company.
- (2) Organizational structure, responsibilities and authorities with respect to traceability.
- (3) Procedures on traceability regarding all requirements of this standard.

4.1.4 Reporting and documentation

The company has to establish and maintain a reporting system which complies with the requirements and obviously operates both effectively and efficiently. Further on, it has to guarantee that records are kept on every stage of the value chain. These records must ensure at any time a comprehensible link between products and documentation. The company has to provide, at a minimum, the following records:

- (1) Records on all suppliers of products including data which acknowledges that the requirements of BioSt-NachV or BioKraft-NachV are fulfilled (e.g. certificates, declarations of conformity etc.)
- (2) Records regarding all sourced products including information about their origin,
- (3) Records of any internal processing of sustainable products which are covered and documented by a mass balance system.
- (4) Records of all products which have been delivered and/or sold and documentation of related guarantees and declarations.

- (5) Records regarding data transfer to the certification system chosen by this company or to the authority in charge or to the certification body which conducted the audit with respect to this standard.
- (6) Records regarding internal audits, conformity deviations, related corrective actions and/or identified discrepancies within documentation.

All companies have to operate a periodic reporting (e.g. monthly and yearly/calendar year) regarding sourced/supplied amounts, storage levels at beginning and end of the period and withdrawn/sold amounts of sustainable products. The period may not exceed here the period of three months.

All companies which will pass sustainable products to subsequent interfaces, plants and/or suppliers are obliged to provide them with all necessary documents and inform certification system and certification body immediately if any discrepancies within documentation occur. Further on, the company must keep all relevant records and documents for the period of ten years.

4.1.5 Resource management

4.1.5.1 Employees/personnel

- (1) The organization shall ensure that all personnel performing work affecting the implementation and maintenance of the chain of custody shall be competent on the basis of appropriate training, education, skills and experience.
- (2) The company shall establish and implement a training plan regarding the critical control points and covering the positions involved in its chain of custody system.
- (3) The company shall keep records of the training provided to staff in relation to implementation of the chain of custody controls.

4.1.5.2 Technical equipment

The organization shall identify, provide and maintain the infrastructure and technical facilities needed for effective implementation and maintenance of the organization's traceability system with the requirements of this standard.

4.1.6 Monitoring and control

The organization shall conduct internal audits at intervals of at least one year covering all requirements of this standard and establish corrective and preventive measures if required.

The report from the internal audit shall be reviewed by the organization's top management at least annually.

4.1.7 Confidentiality

Documents and each kind of information are confidentially treated by all elements of the supply chain and not distributed to third parties.

4.2 Information requirements for sustainable biomass

Information requirements for the identification of sustainable biomass are separated into general and specific requirements. The general requirements must be met by all elements of

the value chain; the specific requirements describe those which exceed the general requirements for individual supply chain elements.

Records and documentation on traceability have to be maintained completely, actual and accessible at any stage of the value chain for sustainable products.

4.2.1 General requirements

4.2.1.1 Identification of origin (input information)

Companies must keep the following records for all incoming sustainable products into the company or into internal processes:

- Name and address of a supplier for every batch of sustainable product
- Supply documents for every batch of sustainable products with corresponding traceability attributes:¹
 - Unique batch identification number,
 - Unique registration number of the certificate and name of suppliers certification system
 - Kind of incoming sustainable products
 - Date of entry of sustainable products
 - Amount or percentage of sustainable products [in tons],
 - Information about whether the overall default value, the disaggregated greenhouse gas default value, an individually calculated GHG emission figure or the old plant procedures is used when disclosing the greenhouse gas emissions.
 - Greenhouse gas emissions from the biomass in grams of carbon-equivalent as absolute value (accumulated for all upstream operations) in kg CO₂eq per ton of batch of incoming sustainable product.
 - Means of transportation and distance from supplier to company in kilometres (not applicable if included in the greenhouse gas calculation for the biomass or the disaggregated default value for transport was used).
- In case of storage, documentation per storage facility, silo or cell,
- Purchasing contracts between company and upstream interfaces, plants and/or suppliers for sustainable products,

¹ Generally this document is a delivery order, proof of compliance with sustainability requirements or partial proof of compliance with sustainability requirements or another document which complies with the requirements of the Renewable Energy Directive (2009/28/EU) or the German obligations BioSt-NachV and Biokraft-NachV or equivalent obligations of other EU member states. Details for dealing with or issuing delivery orders, proof of compliance with sustainability requirements or partial proof of compliance with sustainability requirements are documented in ISCC 206 Requirements to issue proof of compliance with sustainability requirements.

- Contracts with third parties which have been engaged in handling, transport or storage of batches of sustainable products.

During each receipt of goods the receiver has to examine by means of the available ISCC data base whether the supplier of the commodity possesses a certificate valid for the period of the delivery.

4.2.1.2 Company internal information

For company internal processes, the following records have to be maintained:

- Records for every batch of sustainable products with corresponding traceability attributes if not identical with incoming sustainable products into the company,
- Kind of internal process (oil extraction, refining, esterification, dehydration, blending, etc.) and key data,
- Conversion factors
- GHG emissions,
- Allocation factors,
- Mass balance incl. aggregation of different GHG values and batches or amount bookkeeping in case of physical segregation for every new batch of sustainable products resulting from an internal process.

Detailed requirements for the bookkeeping (physical segregation or mass balance) can be obtained from document ISCC 204.

4.2.1.3 Identification regarding sales and transfer of products

Companies must keep the following records for all outgoing sustainable products:

- Name and address of the buyer or receiving party (subsequent element of the production or distribution chain) for every batch of sustainable products,
- Delivery documents for every batch of outgoing sustainable products with respective traceability attributes²:
 - Unique registration number and name of the certification system by which the company is audited,
 - Unique batch identification number,
 - Kind of sustainable products delivered,

² Generally this document is a delivery order, proof of compliance with sustainability requirements or partial proof of compliance with sustainability requirements or another document which complies with the requirements of the Renewable Energy Directive (2009/28/EU) or the German obligations from BioSt-NachV and Biokraft-NachV or equivalent obligations of other EU member states. Details for dealing with or issuing proof of compliance with sustainability requirements or partial proof of compliance with sustainability requirements are documented in ISCC 206 Requirements to issue Proofs of Compliance with Sustainability Requirements.

- Date of delivery of sustainable products,
- Amount or percentage of sustainable products [in tons],
- Information about whether the overall default value, the disaggregated greenhouse gas default value, an individually calculated GHG emission figure or the old plant procedures is used
- Greenhouse gas emissions from the biomass in grams of carbon-equivalents as absolute value (accumulated for all upstream operations) in kg CO₂eq per ton of batch of outgoing sustainable product,
- When leaving a storage facility, statement of warehouse, silo, cell etc.
- Purchasing contracts between company and subsequent interfaces, plants and/or customers for sustainable products,
- Contracts with third parties which have been engaged in handling, transport or storage of batches of sustainable products.
- Mass balance incl. aggregation of different GHG values and their allocation and batches or amount bookkeeping in case of physical segregation for every new batch of sustainable products leaving the company.

4.2.2 Specific requirements for the stages of the production and distribution chain

4.2.2.1 Farms/ plantations

Farms or plantations do not need to operate a mass balance system or amount bookkeeping in case of physical segregation. For traceability it must only be documented that the amount of stored, delivered or sold sustainable products does not exceed the product of yield per hectare times field size in hectare (please also see ISCC 201, chapter 4.2.1 for the definition of farms/ plantations).

For checking traceability, the following records are necessary:

- Name and address of farm/plantation
- Total area of the farm/plantation classified as pasture, cropland and other areas (such as compensation area, set aside land etc.) for the respective calendar year
- Statement of field numbers, field sizes, field status, crop, yield for the respective calendar year
- Weighbridge documents with amounts for all deliveries to the first gathering point for the respective calendar year with the following information:
 - Name and address of the first gathering point
 - Name and address of the farm/plantation
 - Amount and kind of the delivered crop

- Identification number of the delivery vehicle
 - In case of delivery by a third party their name and address as well
 - Contract number
 - Number of the self declaration / certificate
 - Batch number (can also be running number of the weighbridge document)
 - Value for GHG emissions (calculated or disaggregated default value), a written statement stating “Overall default value used” (in this case the receiving party may not make use of the disaggregated default value for cultivation and report a calculated greenhouse gas value, but must instead for their part use the text “Overall default value used”). This procedure can be used, for example, if no valid NUTS2 values are available (e.g. Poland) or the statement “for use only in old plant” is made in writing. This procedure can also be used for biomass for which no overall default values are available. The requirements laid down in Article 19 (3) of Directive 2009/28/EC must be complied with as a prerequisite for using disaggregated default values.
 - Means of transport and transportation distance from the supplier to the enterprise in kilometers only in the case, if those CO₂eq. emissions, caused by the transport, are not contained in the calculation of the annual CO₂eq emissions for this enterprise.
 - Statement of warehouse, silo or cell number where the delivered amount is stored
- Contracts with all first gathering points which have been supplied

The farmer must possess a copy of a valid self declaration for the sustainable production of biomass, signed by himself, according to ISCC 202-02 or 202--03.

The ISCC 202-02 self declaration must state the name and exact address of the farmer. For farmers based within the EU, the farmer can specify the corresponding NUTS2 region in the address field.

In case that the farm/plantation has its own storage facilities and also provides storage space for biomass from other farms/plantations for the purpose of resale, the farm/plantation has also to comply with the requirements of the first gathering point.³

4.2.2.2 First gathering point

First gathering points are companies or operational units which gather from farms/plantations sustainable biomass for the first time in order to trade or further distribute this biomass (please also see ISCC 201, chapter 4.2.1 for the definition of the first gathering point).

³ Within the framework of the BioKraft-NachV, the mass balance must also be verified at a producer of residues (e.g. starch residues from a starch factory). However, no GHG emissions are attached to the production of residues. If these residues are produced in a factory and not on a farm/ plantation a proof of sustainability is also not necessary.

The first gathering point is either in the possession of certificates or self declarations (or both) from its supply base.

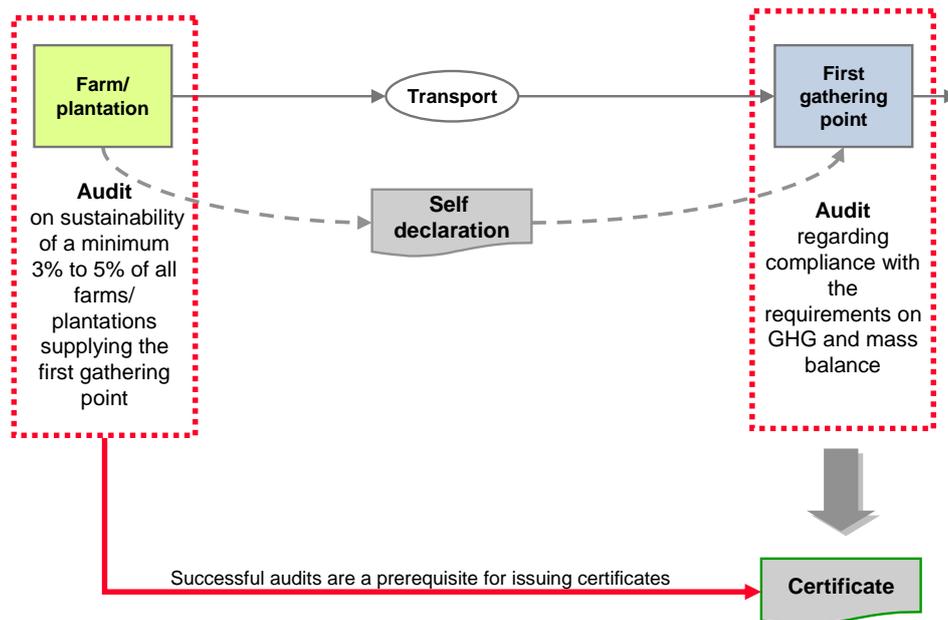


Figure 2: Prerequisites for issuing a certificate for the first gathering point

As a proportion of the total number of self declarations, at least 3% or 5% of the farms/plantations (dependent on risk management) must be inspected by auditors with the object of establishing whether ISCC requirements for the cultivation of sustainable biomass have been met in accordance with BioSt-NachV and Biokraft-NachV (see also figure 2).

It must be noted that self declarations from farms/plantations are valid for a maximum of one year. First gathering points must ensure that only ISCC templates or officially certified translations thereof are used.

In exceptional cases, foreign documents may be used in place of self declarations from a farm/plantation, e.g. the English Grain Passport, provided that the farmer has supplied additional information relating to greenhouse gas balancing. These exceptions are published on the ISCC website.

In case that an audit reveals that a farm/plantation does not fulfil important sustainability requirements or the amount of biomass sold, stored or delivered as sustainable does not correspond with the yields of the fields, this operation is no longer allowed to deliver any biomass as sustainable. The first gathering point must declare any biomass, delivered by this farm/plantation as sustainable during the respective calendar year, as being non sustainable in its mass balance system or bookkeeping in case of physical segregation.

The first gathering point has to document the following:

- Name and address of all supplying farms/plantations
- Names and addresses of all upstream goods stores

Self declarations of farms/plantations for the respective calendar year

- Self declaration from the upstream goods stores

- Mass balance calculation and reporting separated for each client in case the first gathering point operates a warehouse which stores and delivers on contract bases for third parties.

In order to simplify the procedure, it is permissible for delivery notes to carry the wording “Overall default value used” as information for the calculation of the greenhouse gas reduction potential. This simplification is however only valid when overall default values are used, as in these cases no specific calculation of the greenhouse gas reduction potential is carried out, rather the value is taken from the overview of Appendix 2 of the Sustainability Ordinances. The requirements laid down in Article 19 (3) of Directive 2009/28/EC must be complied with as a prerequisite for using default values. It is also possible to write the statement “For use only in old plant” on the delivery note. This procedure can also be used for biomass for which no overall default values are available.

For farmers within the EU, the first gathering point must check whether the use of disaggregated default values is permissible (NUTS2 value is less than or equal to disaggregated default value for cultivation).

The first gathering point is responsible for correctly recording and communicating the GHG values of the biomass that is supplied as sustainable. This must be checked by the certification body as part of the audit.

4.2.2.3 Goods store

A goods store is an integral part of a first gathering point and acts on their behalf in receiving sustainable goods from farms/plantations. A goods store may not be the owner of the sustainable goods (proof normally provided in the form of purchase agreement). To this end, the goods store must possess a copy of a valid self declaration in accordance with ISCC 203-01 and signed by a representative of the first gathering point.

Where the operators of a goods store wish it to be used for the storage or transferral of sustainable biomass, they must satisfy the appropriate requirements in respect of the management system (4.1.1 to 4.1.3) and reporting and documentation (4.1.4).

4.2.2.3 Warehouse

A warehouse can be integral part of an interface, company or operational unit or a supplier. The warehouse can be the owner of a sustainable product or store or transfer this sustainable product by order of the owner. If a warehouse wants to store or transfer sustainable products it has to comply with the requirements for the management system (4.1.1 to 4.1.3) and reporting and documentation (4.1.4).

A successful outcome from the audit is a prerequisite for the issuance of a statement of conformity.

A positive audit result and a corresponding statement of conformity entitle the warehouse/logistics network to issue delivery orders or apply for partial proofs of compliance with sustainability requirements if the warehouse is acting as a supplier. If the warehouse is not owner of the sustainable product it will need an informal statement of entitlement. This statement of entitlement can be issued for the duration of the validity of the conformity declaration. In this case the warehouse has to conduct mass balance calculations for each client separately.

Details regarding the issuing of proofs of compliance with sustainability requirements are described in document ISCC 206.

4.2.2.4 Conversion units

Conversion units (such as oil mills, ethanol plants, refining plants etc.) have to comply with the requirements for the management system (4.1.1 to 4.1.3) and reporting and documentation (4.1.4).

Conversion units which represent the last interface and possess a valid certificate are entitled to issue for every batch of sustainable liquid biomass or biofuel, proofs of compliance with sustainability requirements. The last interface is the last conversion unit which delivers sustainable liquid biomass or biofuel to a supplier or directly to a REA (renewable energy act) plant or a distributor which has to fulfil quota obligations.

In case of ETBE plants it is valid in each case that the bioethanol plants operate as the last interface and have to issue the proof of compliance with sustainability requirements.

In case the conversion unit is not the last interface and delivers sustainable products to subsequent warehouses or further conversion units it will issue for every batch a delivery order as a proof of sustainability.

In case the last interface receives a proof of compliance with sustainability requirements for a batch of supplied sustainable product (which might have been issued by the upstream conversion unit in good faith to be the last interface) instead of a delivery order, the last interface has to inform the competent authority in a timely manner.

Details regarding the issuing of proofs of compliance with sustainability requirements are described in document ISCC 206.

4.2.2.5 Suppliers

A supplier in the sense of the ISCC system is an element within the value chain which delivers sustainable liquid biomass or biofuel to a REA plant, a distributor which has to fulfil quota obligations or a further supplier, documented by a proof of compliance with sustainability requirements or a partial proof of compliance with sustainability requirements. Certification of the supplier is voluntary. If the supplier has a tank farm, the supplier has to comply with the requirements for the management system (4.1.1 to 4.1.3) and reporting and documentation (4.1.4).

In case that several batches with proofs of compliance with sustainability requirements and sustainable products are mixed with non sustainable products, the supplier can aggregate this mixture to one (or several) batches and apply for the issue of partial proofs of compliance with sustainability requirements. Partial proofs of compliance with sustainability requirements will be issued by the competent authority or by an electronic database of a certification system which is recognized by the competent authority.

If the supplier is owner of sustainable liquid biomass or biofuel but does not physically possess it, he can entitle the respective warehouse (given the case it holds a conformity declaration) by means of an informal statement of entitlement to conduct in his name mass balance calculations or bookkeeping in case of physical segregation and to apply for partial proof of compliance with sustainability requirements.

Details regarding the issuing and handling of partial proofs of compliance with sustainability requirements are described in document ISCC 206.

4.2.2.6 Transport

Transport includes all modes of transportation such as road, train or sea transport. For transporting sustainable products normally no additional audit according to this standard is necessary. The required documents have to be provided according requirements under 4.1.1 to 4.1.4 by those interfaces, warehouses and operational units which arrange transportation or are owners of the goods to be transported. In case of transports via ship the delivering interfaces or operational units have to provide in addition to a “Bill of Lading” a document issued by an independent inspector which confirms which amount of sustainable products was transferred from which warehouse, silo or tank into which ship compartment or hold. In analogy the discharge of the sustainable product has to be documented. If within a ship compartment or hold several batches of sustainable product are mixed, the receiving party or the owner of the cargo must possess a declaration of conformity and must do a mass balance calculation for this specific cargo if audited with respect to this standard. In general it must be assured that transport documents can be related to the identity number of the purchasing contract for the sustainable product.

5 Special provisions

BioSt-NachV and Biokraft-NachV describe with respect to their implementation several special cases. As the ISCC system regards both ordinances as a reference document with respect to certification criteria, specific provisions for the traceability system will also be built on these special cases.

5.1 Transitional provisions

In accordance with the guidelines set out by the responsible federal ministry in Germany, an exception shall apply until 31 December 2010 meaning that it is sufficient when certification of an interface in accordance with §2, Para. 3 of the Biomass Sustainability Ordinance (Biokraft-NachV) and/or Biomass Electricity Sustainability Ordinance (BioSt-NachV) (“first gathering point”) is presented to the downstream interface (e.g. oil mill) at a time no later than the point at which the biomass supplied by the first gathering point is processed by the next downstream interface and the last interface presents proof of sustainability. Until 31 December 2010, first gathering points must therefore be certified at a point in time no later than that at which the last interface presents proof of sustainability for the goods that it supplies. This means that until 31 December 2010 the act of simply transferring the biomass from the first gathering point to the next interface is therefore permissible by way of exemption even if the first gathering point has not yet been certified at that point in time. Proofs of sustainability cannot be issued for biomass from first gathering points that are not yet certified. The transfer of the biomass to the next interface before certification is available is permitted until 31 December 2010 by way of exemption only on the condition that the first gathering point is able to present comprehensive documentation relating to the relevant suppliers (farmers’ self declarations etc.) and/or such documentation can be presented by the suppliers for the purpose of verification within the scope of a mass balance calculation to be carried out at a later date. It must be ensured that appropriate records of the flow of goods are kept and retained in accordance with the mass balance specifications, including the values required in order to calculate the potential for greenhouse gas minimisation.

It should be noted that downstream interfaces cannot present their proof of sustainability for sustainably sourced biomass until such time as the certificate is available for the upstream interface (first gathering point).

- For biomass that was already supplied in 2010 by the first gathering point, but for which a certificate covering the period up to 31/12/2010 is not available, this means that the downstream interfaces must in the first instance deduct this quantity from their mass balance (sustainable biomass). The quantity may then only be added back in (activated) when the relevant first gathering point is able to present a valid certificate. In other words, the biomass that was supplied in 2010 is not automatically irrevocably classified as non-sustainable, but rather temporarily classified as such until a certificate is made available by the first gathering point. This must also be traceable in the mass balance. By contrast, from 01/01/2011 onwards deliveries of sustainable biomass may only take place if a valid certificate is presented or at time of transfer/processing. However, if a non-certified first gathering point already has biomass in storage and this biomass satisfies all the requirements of BioSt-NachV/Biokraft-NachV, then this biomass can be transferred as sustainable biomass once certification has been successfully completed.

5.2 Old operational units

In accordance with §8 Paragraph 2 of Biokraft-NachV/BioSt-NachV, old operational units (old plant) are last interfaces that started operation before 23 January 2008. From 01 April 2013 onwards, these old operational units must comply with the 35% minimum figure for greenhouse gas reduction potential. The following points must be noted if the last interface makes use of the old plant procedures:

- Interfaces upstream of the last interface are not required to provide information about the CO₂ emissions at their level, provided that it has been established that the raw material is processed in an old operational unit and that this unit also applies the old plant procedures.

- Aggregation with liquid biomass or biofuel for which the greenhouse gas reduction potential has been calculated is not possible. This shall apply irrespective of whether the calculation was actually performed using calculated values or default values. Multiple delivery notes, proofs of sustainability and/or partial proofs of sustainability can only be combined if old plant procedures have been applied in all cases.

If old operational units claim against this option they don't have to state the GHG reduction potential. However, old operational units can also choose the option to state the GHG reduction potential based on default values or derived from actual data.

If the old plant procedures are applied, then operators of plant for the generation of power from liquid biomass as per §10 BioStNachV shall not be entitled to claim the incentive for sustainable raw materials as per §27, Paragraph, 4 Number 2 of the Renewable Energy Sources Act.

5.3 Special rules for wood

For cultivation operations in the timber sector that come under the jurisdiction of the European Union and that satisfy the criteria of §51 of Biokraft-NachV, at least 3% of the cultivation operation must be inspected on site. This inspection shall be limited to §§4 to 6 of Biokraft-NachV. For all other cultivation operations in the timber sector, at least 5% must be inspected on site each year by the certifying body. FSC and PEFC certificates may be used for documentation purposes within the scope of the inspection by BLE-approved certification bodies.

The delivery note for sustainable wood must contain the following information:

- i. Name and address of the German forestry operation/forestry authority
- ii. Details of the location of the forest, type of wood and lot/batch number
- iii. Coordinates of the forest (within Germany)
- iv. Details of type of wood and quantity in cubic meters
- v. Name and address of receiving party
- vi. Unique serial number
- vii. Name of the wood certification system (if applicable)
- viii. Name of the certification system and certification body (of the first gathering point)
- ix. Certification number (of the first gathering point)
- x. Details of individual GHG value, disaggregated GHG default value for cultivation or
“The overall default value was used