

Certification Evaluation Report

Roundtable on Sustainable Biomaterials

Company Name: Cooperativa de Agricultores Familiares e Agro-Extrativista - UBCM

SCS Certificate Code- SCS-RSB/PC-0024

Address: Fazenda Santa Cruz – Rod. BR 135, km 297, s/n – Zona Rural, Montes Claros – MG.

Client Contact: João Elias Fonseca - jelias2009@yohoo.com.br

Client Website:

CERTIFIED	EXPIRATION
September 8, 2016	September 7, 2021

DATE OF FIELD AUDIT
June 21 to 23, 2016
DATE OF LAST UPDATE
September 8, 2016

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FOREWORD

SCS Global Services (SCS) is a certification body accredited by the Roundtable on Sustainable Biomaterials (RSB) to conduct evaluations of biofuel operators. Under the RSB/SCS certification system, participating operators meeting international standards of biofuel production can be certified as “sustainable,” thereby permitting the Operator’s use of the RSB endorsement and logo in the marketplace subject to regular RSB/SCS oversight.

SCS deploys interdisciplinary teams of natural resource specialists and other experts all over the world to conduct evaluations of biofuel operations. SCS evaluation teams collect and analyze written materials, conduct interviews with Participating Operator’s staff and key stakeholders, and complete field and office audits of the operation(s) identified in the certification scope. Upon completion of the fact-finding phase of all evaluations, SCS teams determine compliance to the RSB Principles and Criteria.

Please Note: An RSB certificate itself does not constitute evidence that a particular product supplied by the certificate holder is certified to RSB standards. Products offered, shipped or sold by the certificate holder can only be considered covered by the scope of this certificate when the required RSB claim is clearly stated on-product. For more information about the RSB, visit their website at www.rsb.org.

Organization of the Report

This report of the results of our evaluation is divided into two sections. Section A provides the public summary and background information that is required by the Roundtable on Sustainable Biomaterials. This section is made available to the general public and is intended to provide an overview of the evaluation process, the management programs, and policies applied to the Participating Operator, and the results of the evaluation. Section A will be posted on the RSB Participating Operators Database (<http://rsb.org/certification/participating-operators/>). Section B contains more detailed results and information for use by the Participating Operator.

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SECTION A – PUBLIC SUMMARY

1.0 GENERAL INFORMATION

1.1 Operator Information

1.1.1 Name and Contact Information

Organization name	Cooperativa de Agrícola Familiares e Agro Extrativista – UBCM (Family Agricultural and Agro-Extractive Cooperative - UBCM)		
Operator Number			
Contact person	João Elias Fonseca		
Address	Fazenda Santa Cruz – Rod. BR 135, km 297, s/n – Zona Rural, Montes Claros – MG.	Telephone	+ 55 38-99972 7775
		Fax	
		e-mail	jelias2009@yohoo.com.br
		Website	

1.1.2 Additional Parties Involved

Organization name	Unidade de Beneficiamento do Coco Macaúba – UBCM (Macauba coconut processing unit)		
Contact person	Agnaldo Fonseca Costa		
Address	Fazenda Santa Cruz – Rod. BR 135, km 297, s/n – Zona Rural, Montes Claros – MG.	Telephone	+55 38-9803 1532
		Fax	
		e-mail	associacaoriachodantamacauba@hotmail.com
		Website	none

Nature of Involvement:

The Community Association of Small Rural Producers of Riacho D’antas and vicinity (Associação Comunitária dos Pequenos Produtores Rurais de Riacho D’antas e Adjacências) was created in 1995 and aims to develop projects to combat poverty, improve the income of its members, and promote market integration and protection of the environment.

Currently, the Association has 46 associated producers (small farmers) but develops work with about 240 families for the acquisition of macauba coconut. In this RSB certification for Smallholder Groups, there are 18 associates partners involved (small farmers in the Group of certification). The total area in the scope of certification is 225,9291 hectares (225,93).

The Association is headquartered in Santa Cruz Farm, at Riacho D’antas Community, in the municipality of Montes Claros – MG, Brazil. It is located in the watershed of Riachao River and covers an area of about 100 km long (East-West) by 50 km wide (North to South). Although the Association's headquarters is in the municipality of Montes Claros, the Riachao watershed basin covers the municipalities of Mirabela, Brasília de Minas and Coracao de Jesus.

Currently, the Association Riacho D'antas has a Macauba's Coconut Processing Unit – UBCM produces cleaning products, vegetable oil and animal feed. The oil produced is not used for energy purposes. UBCM operates its mill in a cooperative system. All workers are members who receive a fixed remuneration and a participation in results of the UBCM.

The mill consists of a semi-industrial, small-scale plant unit, administered and operationalized by a cooperative of small farmers. Nowadays, UBCM is processing up to 12,000 boxes (340,000 kg) of coconut of macauba per year. All this production is coming from associated farmers in a family agriculture scale.

1.2 Scope of Certificate

Please choose one:	<input type="checkbox"/> RSB EU RED	<input checked="" type="checkbox"/> RSB Global
The scope assessment agrees with the scope under which the operator applied	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If no, please explain:		
<i>Note: If the scope is different, please contact SCS.</i>		

SITE INFORMATION FOR AGRICULTURAL SITES OR FEEDSTOCK PRODUCTION SITES	
Site Type	<input type="checkbox"/> Agriculture <input type="checkbox"/> Forestry <input type="checkbox"/> Biomass Production <input checked="" type="checkbox"/> Other: Macauba coconut extraction.
Feedstock Produced:	Macauba coconut (<i>Acrocomia aculeata</i>)
Current Land Use	Prior Land Use
<input type="checkbox"/> Biomass Production	<input type="checkbox"/> Biomass Production
<input type="checkbox"/> Agriculture	<input type="checkbox"/> Agriculture
<input checked="" type="checkbox"/> Other: Collection of coconut from natural Macauba trees in the farm land.	<input checked="" type="checkbox"/> Other: Family agricultural farms (Macauba coconut extraction).
Current Employment on Site	Prior Employment on Site
<input checked="" type="checkbox"/> Negligible	<input checked="" type="checkbox"/> Negligible
<input type="checkbox"/> Local Average	<input type="checkbox"/> Local Average
<input type="checkbox"/> Above Local Average	<input type="checkbox"/> Above Local Average
<input type="checkbox"/> Full	<input type="checkbox"/> Full
Total workers covered by scope of certification:	No worker is hired. A total of 18 cooperative members and up to 30 their family members (estimated from checklist member group data) would participate in collecting macauba coconut.
Owned/Controlled By:	18 owners of family farms, listed below.
Location/City:	Montes Claros, Mirabela, Brasília de Minas and Coração de Jesus, Minas Gerais State, Brazil.

Total farms included in certification scope	18 family farms (see below)			
Geographic location:	Farm Owner	Location (Lat. "S" and Long. "W")	Area (ha)	Planted Area (ha)
	Ana Maria Soares	-16.231772° -44.122016°	2	2
	Anatália Cardoso Da Silva	-16.117524° -44.211111°	0,5	0,5
	Cidinéia Pereira da Silva	-16.153795° -44.190380°	1	1
	Eliete Antunes Araújo	-16.144643° -44.179846°	20	20
	Francielly Carvalho da Silva	-16.169957° -44.363451°	21,49	21,49
	Iraci Afonso da Silva	-16.144596° -44.180655°	9,8	9,8
	Iramir Rodrigues da Silva	-16.169904° -44.362667°	25,6	25,6
	Valdemar Saraiva da Silva	-16.169904° -44.362667°	4,69	4,69
	Jânio Carvalho Rosa	-16.176373° -44.371145°	10,87	10,87
	Joel Gonçalves do Araújo	-16.247825° -44.291279°	33,13	33,13
	Lucinéia Gonçalves Amaral	-16.176309° -44.358811°	10,73	10,73
	Maria Aparecida Saraiva da Silva	-16.173702° -44.368955°	0,5	0,5
	Maria Cristina Carvalho da Silva	-16.172759° -44.368724°	36,67	36,67
	Maria de Fátima Silva Santos	-16.175171° -44.365506°	25,60	25,60
	Maria do Carmo Ferreira da Silva	-16.153995° -44.190279°	9,04	9,04
	Rosilene Carvalho da Conceição	-16.171394° -44.368097°	5	5

	Valéria Ferreira de Carvalho Souza	-16.176305° -44.358917°	8,27	8,27
	Veriane Alves Martins	-16.151261° -44.192903°	1	1
Total Area (ha)	225,93			
Total Planted Area (ha)	225,93 Note: Macauba trees are dispersed in the farms. The coconuts are collected on the floor, near the mother tree from natural regeneration stands.			
Total area set aside for conservation purposes (ha)	45,0 (About 20% of the farmland must be set aside for conservation purposes).			
Annual Feedstock Production Volume (please specify unit of measurement)	From 36,660 kg to 53,100 kg (estimated from checklist member group data).			
Amount sold as RSB certified in last calendar year (tons)	None.			

INDUSTRIAL FACILITIES	
Name	Unidade de Beneficiamento do Coco Macaúba – UBCM (Macauba’s coconut processing unit - UBCM)
Type	<input type="checkbox"/> Agriculture Milling and/or Fermentation <input checked="" type="checkbox"/> Vegetable oil Extraction <input type="checkbox"/> Biofuel Production and/or Distribution <input type="checkbox"/> Storage or Distribution <input checked="" type="checkbox"/> Other, please explain here: see the list of other products produced at UBCM plant.
Location/City	Montes Claros, MG, Brazil
Geographic location (Latitude & Longitude)	South: 16.387113°; West: 44.246558°
Number of processing steps	Five steps (see description below)
Annual throughput of previous 12 months	
Feedstock Input (Metric Ton)	300
Final/Primary Product Output (Metric Ton)	45
Intermediate/by-product Output (Metric Ton)	216
% output yield compared to input material (total input/total output)	15% (in oil production)
Amount sold as RSB certified (tons)	0
Description of Production/Processing Activities:	
The associated producers bring the fruits of macauba in boxes of 28 to 30 kg, in their community associations. The boxes are transported to the UBCM mill and must be processed as soon as possible,	

because the acidity of the extracted oil from the macauba almond increases with time. High acidity lowers the oil quality.

The stages of production in UBCM mill are:

Pulping: To remove the bark that is separated for animal feed production.

Pressing for breaking of the endocarp: the flesh is pressed by releasing the nut that holds the core and one to two almonds.

Flotation: almonds are separated by flotation;

Pressing for oil extraction: the almonds for macauba oil extraction. Separation of the endocarp, which can be used for making charcoal for barbecue or as gravel for roads;

Oil filtration and storage: last stage for oil purification and storage of oil. From here, the oil may be sold or used for producing soap (bar soap or laundry powder soap).

In this process there's only energy consumption. The cooperative does not make use of chemicals in the production of Macauba's oil. Only for soap production is used caustic soda and dolomite.

The products and by-products produced at the UBCM are:

01. Macauba's pulp oil;
02. Bar soap
03. Powder soap
04. Pasty soap
05. Macauba's pulp animal feed
06. Macauba's Almond oil
07. Macauba's fruit (raw material)

Balance of Input vs output

Product	Kg	%
Oil of Macauba	152	15,2%
Smashed	32	3,2%
Animal feed	410	41,0%
Road material or Charcoal	275	27,5%
Total Yield	869	86,9%
Losses	131	13,1%
Frutos de Macaúba	1.000 kg	100,0%

1.3 Standards Used

1.3.1 Applicable RSB-Accredited Standards

Title	Version	Date of Finalization
RSB P&Cs for Smallholder Groups (RSB-STD-03-001)	1.1	October, 29 th , 2014
RSB Standard for Certification of Smallholder Groups (RSB-STD-03-002);	1.1	April, 29 th , 2015

RSB Standard for Risk Management (RSB-STD-60-001);	3.0	May, 28 th , 2014
RSB GHG Calculation Methodology (RSB-STD-01-003-01).	2.1	December, 7 th , 2012
RSB Standard for Traceability (Chain of Custody) (RSB-STD-20-001).	3.2	February 2015
All standards employed are available on the websites of the Roundtable on Sustainable Biomaterials (http://rsb.org/sustainability/rsb-sustainability-standards/). Standards are also available, upon request, from SCS Global Services (http://www.scsglobalservices.com/).		

2.0 EVALUATION PLANNING & PROCESS

2.1 Documentation Submitted by Operator

Document	Received? (Yes or No)	Comments
UBCM' RSB Self Risk Assessment	Yes	Score = 8, Low risk
UBCM' RSB Application	Yes	Material input = 300 metric ton Output (oil) = 45 mt % output yield = 15
Environment and Social Management Plan – ESMP (Plano de Gestão Ambiental e Social da UBCM e pequenos produtores extrativistas da macauba)	Yes	Dated April, 2016
Clearance certificates of Debts: Federal, State & Municipality	Yes	See checklist in Principle 1
Mass balance / GHG emissions	Yes	TOTAL PROCESSING: 7,801 MJ TOTAL POWER GENERATED: 15,469 MJ ENERGY CONSERVATION MACAÚBA PRODUCTS: 7,668 MJ/T
Stakeholders List	Yes	Listed 26 Entities / 30 people
Environmental permits	Yes	See checklist in Principle 1

2.2 Audit Type and Determination

The following table summarizes the audit types for RSB Audits:

	Low risk class	Medium risk class	High risk class
Certificate validity	5 years	3 years	2 years
Main audit	Every 5 years	Every 3 years	Every 2 years
Surveillance audit	Annual	Annual	Annual

2.3 Audit Team

2.3.1 Determination of Audit Team

- Desk audits shall always be conducted by at minimum one (1) international lead auditor. The lead auditor appointed may include additional auditors and/or technical experts in the audit team if this is required by the extent of the audit.
- Field audits shall always be led by one (1) international lead auditor.
- The lead auditor appointed shall include at minimum one (1) local auditor in the audit team. The lead auditor appointed may include additional auditors and/or technical experts in the audit team if this is required by the extent of the audit.
- For field audits of participating operators in High Risk class shall always the lead auditor appointed shall appoint at minimum
 - one (1) local auditor and
 - one (1) technical expert on social issues to evaluate compliance with social requirements and the risk of non-compliance due to social issues and
 - one (1) technical expert on environmental issues to evaluate compliance with environmental requirements and the risk of non-compliance due to environmental issues.
 - The lead auditor appointed may include additional auditors and/or technical experts in the audit team if this is required by the extent of the audit.

2.3.2 Audit Team

Auditor Name:	Luciano Lisboa Junior	Auditor role:	Lead auditor
Qualifications: Luciano is an auditor and consultant in the forest and agriculture products industry. He is a lead auditor for the SCS Biofuels program and had conducted audits in Roundtable on Sustainable Biofuels (RSB) both as national and international lead auditor. He is also certified as lead auditor in the Bonsucro and International Sustainability and Carbon Certification (ISCC) schemes. Luciano has a Bachelor’s Degree in Agronomy from “LUIZ DE QUEIRÓZ,” University of São Paulo and a Doctorate in Forestry from North Carolina State University, Raleigh NC, USA. Mr. Lisboa has been conducting assessments for SCS since 2010.			

2.4 Evaluation Schedule and Extent of Audit

2.4.1 Determination of Extent of Audit

Total number of subsidiaries, branch offices, affiliated entities, external third parties contracted or otherwise engaged, operational structures, sites, facilities, processing and production units, and supply chain structures	18 small farmers (Farms) One processing unit (UBCM)
Participating Operator Risk Class	Low (risk score = 8)
Disputes or prior Non-compliances	None
Changes in scope since last evaluation	None
Total number of compliance claims	None

2.4.2 Evaluation Itinerary and Activities

Day/hour	Element/Activity	Personnel Involved
21/06/16 – Tuesday	Santa Cruz Farm, Montes Claros – MG.	
08:30 – 12:00	<ul style="list-style-type: none"> – Opening meeting – Introduction of the procedure for certification / review of the audit plan, definition of farms of inspection and review of the planned activities; – Confirmation of scope of certification; – Review of RSB procedures: (UBCM’s RSB Screening Tool / review of applied RSB criteria); – Confirmation of responsibilities and processes; <ul style="list-style-type: none"> – Knowledge to the Auditor of the flow of the production process; – Maps and location of farms: definition of the field inspection locations. 	Managers and associates
13:00 – 17:00	<ul style="list-style-type: none"> – Review of Principle 1: compendium of legislation; licenses of extraction plant: environmental permit and Fire Department permit. – Review of tax documents (clearance certificates of debts); – Review of documents and interviews; – Public consultation – Codevasf. 	Managers and associates
22/06/16 – Wednesday	Communities of Baixao and Sao Jose de Cima.	
	<ul style="list-style-type: none"> – Visit to farms, interview to cooperative members and public consultation in local communities; 	Cooperative members,

<p>07:00 - 13:00</p>	<ul style="list-style-type: none"> - BX 01 - Eliete Antunes Araujo; - BX 02 - Iraci Afonso da Silva; - BX 03 - Joel Gonçalves do Araujo (also community leader); - SJ 02 - Francielly Carvalho da Silva; - SJ 03 - Iramir Rodrigues da Silva; - SJ 04 - Jânio Carvalho Rosa (also community leader); - Elizete Ribeiro dos Santos (neighbor at Riachao Community). 	<p>community leaders.</p>
<p>14:00 - 17:00</p>	<p>UBCM office</p> <ul style="list-style-type: none"> - RSB GHG (verification of the data used in the calculation of the GHG emission); - Collecting information to the RSB checklist indicators: <ul style="list-style-type: none"> a. ESMP (Environment Social Management Plan) - (Criterium C2.a); b. Principle 4; c. Criteria applied to Smallholder Groups (RSB-STD-03-002); - RSB Standard for Risk Management (RSB-STD-60-001 V 3.0). <p>UBCM Mill</p> <ul style="list-style-type: none"> - Inspection of UBCM plant: raw material supply and product suppliers; water supply and controls; storage of inputs; solid waste management; critical points of operational control; quality and production controls; - Interviews with associates (workers) at UBCM mill. 	<p>Managers and UBCM's associates</p>
<p>23/06/16 – Thursday</p>	<p>UBCM's office</p>	
<p>08:30 – 12:00</p>	<ul style="list-style-type: none"> - Verification of checklist for “Smallholder Groups” [RSB-STD-03-002] - Principle 12 (C12.a e C12.b) - Public consultation to CONAB 	<p>Gestores e Consultor da UBCM</p>
<p>13:00 – 15:00</p>	<p>Report Writing</p> <p>Consolidation of information and confirmation of the findings of the audit</p>	<p>Auditor</p>
	<p>Closing meeting</p> <ul style="list-style-type: none"> - Presentation of the general findings of the audit: Summary of Non-conformities – NC and Opportunities for Improvement - OFI; - Definition of the deadlines for establishing the corrective actions; - Reiterate of SCS' appeal policy; - Time for questions and answers. 	<p>Managers and associates</p>

2.5 Evaluation of Management System

2.5.1 Methodology and Strategies Employed

SCS deploys interdisciplinary teams with expertise in agriculture, ecology, forestry, social sciences, natural resource economics, and other relevant fields to assess an Operator’s compliance to RSB standards and policies. Evaluation methods include document and record review, implementing sampling strategies to visit a broad number of site and facility types, observation of implementation of management plans and policies, and stakeholder analysis. When there is more than one team member, team members may review parts of the standards based on their background and expertise. On the final day of an evaluation, team members convene to deliberate the findings of the assessment jointly. This involves an analysis of all relevant site observations, stakeholder comments, and reviewed documents and records. Where consensus between team members cannot be achieved due to lack of evidence, conflicting evidence or differences of interpretation of the standards, the team is instructed to report these in the certification decision section.

2.5.2 Capacity of the participating operator to implement its management systems

General Description of Management System(s):

The Organizational Structure of UBCM Cooperative is showed below.

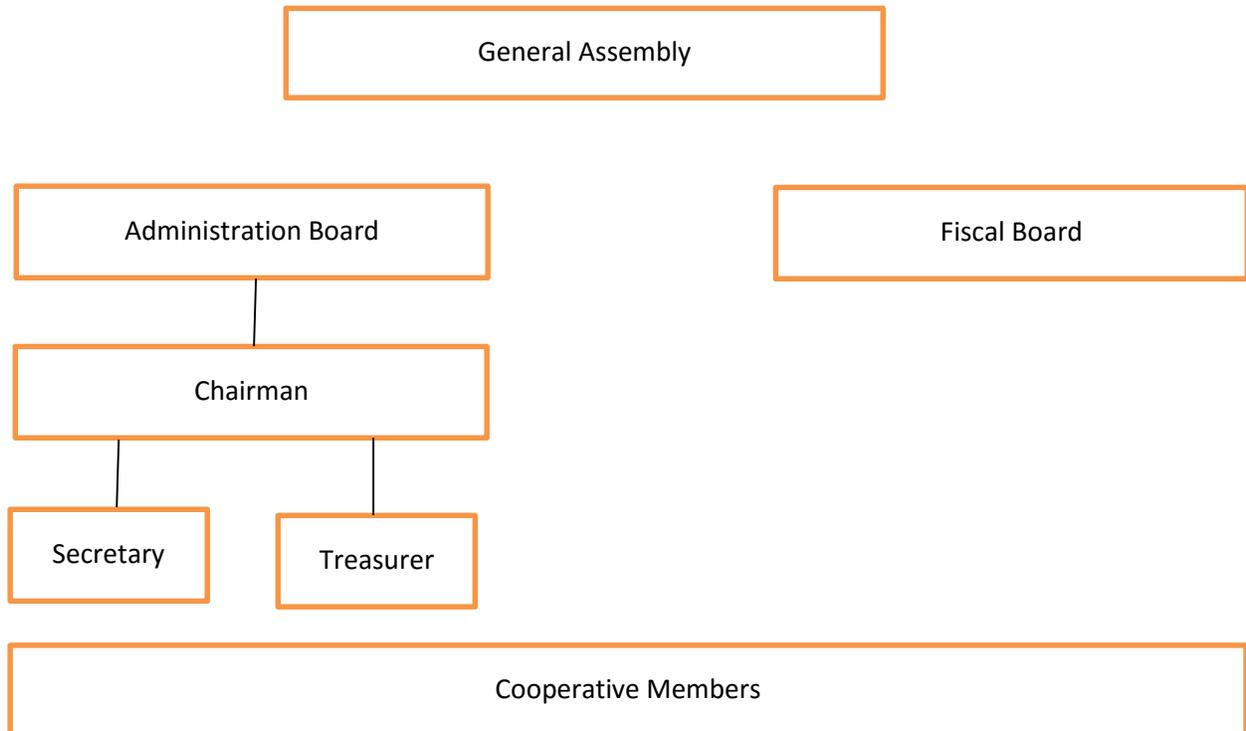


Figure 1: Organizational structure of UBCM Cooperative

Implementation:

The cooperative is directed by a statute, which defines the decisions in Assembly as sovereign. There is an Administration Board and a Fiscal Board, each one with three Counselors. The administration of the cooperative is carried out by a President, a Secretary and a Treasurer. All work is carried out by cooperative members, both in industrial production and in the production of coconut of macauba, held by small farmers.

The producers of macauba coconut are affiliated to the community associations of small farmers. There are five community associations: Riacho D'antas and Santa Cruz in Montes Claros, MG; Baixao, Sao Jose de Cima and Pitombas in Brasilia de Minas, MG, Brazil.

Financial Resources:

The national agricultural supply company (Companhia Nacional de Abastecimento - Conab) ensures a minimum selling price to the coconut producers of macaúba which are affiliated to a community associations of small rural producers. Thus, producers receive a bonus on sale of macauba coconut. On the other hand, the cooperative can charge prices below market without affecting small producers of the group. This strategy increases the chance the UBCM attains best results, with profits redistributed to cooperative's affiliates.

Human Resources Available and Institutional Support:

For the RSB certification process, UBCM receives the support of several institutions, such as:

Federal University of Minas Gerais - UFMG, Institute of Agricultural Sciences – Montes Claros, MG. UFMG offers a teacher/researcher who is the technical responsible for UBCM. There are still three scholarships who perform surveys and collecting information on the small farms, interviews and training to small farmers.

Nucleus Sustainability and Climate Change [Nucleus Sustentabilidade e Mudanças Climáticas (www.smcnucleus.com.br)]. Nucleus provides a forest engineer specialized in certification processes, which participates in the training of the producers group and the preparation of the UBCM for RSB certification process.

Brazilian Service for Micro and Small Business Support - SEBRAE (Serviço Brasileiro de Apoio às Micro e Pequenas Empresas) which provides support for the business management of the cooperative.

The Development Company of San Francisco and Parnaíba Valley - Codevasf (Companhia de Desenvolvimento dos Vales do São Francisco e Parnaíba): donation of equipment for improving mill's production including a press, a dryer and a decanter and it has helped in the construction of the warehouse and a nursery for seedlings production.

2.5.3 Evaluation of RSB compliance claims and use of RSB trademarks

Type (compliance claim, trademark use)	Description	Findings
N/A (*)		

(*) Note: UBCM does not have issued any claim yet.

2.6 Stakeholder Consultation Process

In accordance with SCS and RSB protocols, consultation with key stakeholders is an integral component of the evaluation process. Stakeholder consultation takes place prior to, concurrent with, and following field evaluations. The primary purpose of such consultation is to solicit input from affected parties as to the strengths and weaknesses of the Participating Operator’s management system and operations, relative to the standard, and the nature of the interaction between the company and the surrounding communities.

Principal stakeholder groups are identified based upon the certification scope of the participating operator.

Stakeholder consultation activities are organized according to the requirements of the RSB. The table below summarizes the major comments received from stakeholders and the assessment team’s response. Where a stakeholder comment has triggered a subsequent investigation during the evaluation, the corresponding follow-up action and conclusions from SCS are noted below.

2.6.1 Summary of Stakeholder Comments and Responses from the Team, Where Applicable

Stakeholder Comments	SCS Response
Economic Concerns	
Codevasf has helped UBCM with donation of equipment for improving mill’s production.	It was confirmed by the manager of UBCM plant that Codevasf has donated a press, a dryer and a decanter. Also, has helped in the construction of the warehouse and a nursery for seedlings production.
Codevasf has helped UBCM for a better management of its business and training.	It was confirmed by the manager of UBCM plant that representatives from Codevasf have participated in monthly meetings, helping them in improving their business.
The macauba has a promising future in the oil market, for having a high oil yield from its pulp and almond.	The data collected at the UBCM indicate that, of 1000 kg of fruits, the 395 kg of pulp (330kg) plus almond (65 kg) produce about 152 kg of oil. Therefore, a high yield of 38.5%.
The macauba contributes to the increase of the income of small local farmers.	Evidenced in interviews with producers associated with UBCM there is a general satisfaction in obtaining additional income for a product that was not tapped before. That is, all production was lost because there was no market for this product.

Social Concerns	
CONAB guarantees a minimum price of R\$ 0.51/kg of fruit of <i>Acrocomia aculeate</i> per farmer. As the result of the market price (R\$ 0.18 to 0.25/kg), this gain can reach a maximum of R\$ 3,000 per farmer per harvest season.	The interviewed farmers said that the minimum price of guarantee encourages them to collect this fruit. On the other hand, the UBCM can get a raw material about of 50% cheaper, which contributes to a more favorable outcome to your members. Also, in the interviews was evidenced that UBCM orients and assists its associated members, in order to receive the subsidy from Conab, by providing the needed proof, receipts and documents.
Environmental Concerns	
No comment	

3.0 RISK ASSESSMENT RESULTS

SCS Risk Assessment Results	Deviations from Operator Risk Assessment Results	Risk Factor Difference
Risk score = 8; Result low risk	Risk score = 8; Result low risk	none

Due to the results of the Risk Assessment, the evaluation did not need to be rescheduled.

4.0 RESULTS OF THE EVALUATION

4.1 Process of Determining Compliance

4.1.1 Structure of Standard and Degrees of Non-Compliance

RSB-accredited biofuel standards consist of a three-level hierarchy: the principle, the criteria that correspond to that principle, and then the performance indicators that elaborate upon each criterion. Consistent with SCS Sustainable Biofuels Program evaluation protocols, the team collectively determines whether or not the subject operation is in compliance with every applicable indicator of the relevant sustainable biofuel standard. Each non-compliance must be evaluated to determine whether it constitutes a major or minor non-compliance at the level of the associated criterion or sub-criterion. Not all indicators are equally important, and there is no simple numerical formula to determine whether an operation is in non-compliance. The team therefore must use their collective judgment to assess each criterion and determine if the Operator is in compliance. If the Operator is determined to be in non-compliance at the criterion level, then at least one of the applicable indicators must be in major non-compliance.

4.1.2 Interpretations of Major and Minor Non-compliances

Major Non-compliances, either alone or in combination with non-compliances of other applicable indicators, result (or are likely to result) in a fundamental failure to achieve the objectives of the relevant

RSB Criterion. These non-compliances must be resolved or closed out before a certificate can be awarded. If Major NCs arise after an operation is certified, the timeframe for correcting these non-compliances is typically no more than three months. Certification is contingent on the certified FME’s response to the NCs within the stipulated time frame.

Minor Non-compliances are typically limited in scale or can be characterized as an unusual lapse in the system. Most minor NCs are the result of a non-conformance at the indicator-level. Non-compliances must be closed out within a specified time period of award of the certificate.

4.1.3 Major Non-compliances

<input checked="" type="checkbox"/>	No major NCs were issued to the Operator during the evaluation. Any minor CARs from previous surveillance audits have been reviewed and closed prior to the issuance of a certificate.
<input type="checkbox"/>	Major NCs were issued to the Operator during the evaluation, which have all been closed to the satisfaction of the audit team and meet the requirements of the standards. Any minor CARs from previous surveillance audits have been reviewed and closed prior to the issuance of a certificate.
<input type="checkbox"/>	Major NCs were issued to the Operator during the evaluation and the Operator has not yet satisfactorily closed all major NCs.

4.1.4 Non-compliances and Current Status

Instructions:

- Initial certification audit: list all Non-conformities and Opportunities for Improvement issued during this audit.
- Surveillance/Recertification: list status of minor NCs that were not closed in previous audit, then list new NCs/OFIs issued during this audit.

Summary of Non-compliances and Current Status				
Non-compliance Number	Type of Non-compliance	Relevant RSB Standard & Indicator No.	Summary of Finding and Evidence Collected	Status of Non-compliance (Open/Closed)
2016-01	OFI	RSB-STD-03-001) Indicator C.4F.i	Although many safety actions have been established in the coconut macauba processing plant, UBCM may consider the adoption of additional measures to prevent accidents (Preliminary Risk Analysis -APR and Risk Maps). OFI 2016-01.	Open
2016-02	NC Minor	RSB-STD-03-002 (Version 1.1) Indicator 2.2.4	It was not evidenced that each group member has been orientated about his or her obligation to report the occurrence of	Open

			any intentional / unintentional non-compliance.	
2016-03	OFI	RSB-STD-03-002 (Version 1.1) Indicator 3.1	Although there are procedures and ongoing actions for the implementation of an internal management system (IMS), there is not a structured document which describes and integrates this information to permit a systemic view of this management process.	Open
2016-04	NC Minor	RSB-STD-03-002 (Version 1.1) Indicator 7.1 Indicator 6.3.5 Indicator 6.1.5	There was no evidence of Group management estimating production and sales volumes for the individual group members/production plots in the scope of certification on an annual basis for the current and upcoming year.	Open
2016-05	NC Minor	RSB-STD-03-002 (Version 1.1) Indicator 7.2	There is evidence that not all group members maintaining records of the realized annual production figures as well as production estimates for the current and upcoming year	Open

5.0 CERTIFICATION DECISION

Certification Recommendation	
Operator to be awarded RSB certification subject to the minor non-compliances stated in Section 4.2.4.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
The SCS evaluation team makes the above recommendation for certification based on the full and proper execution of the SCS Responsible Biofuels Program evaluation protocols. If certification is recommended, the Operator has satisfactorily demonstrated the following without exception:	
Operator has addressed any Major NC(s) assigned during the evaluation.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Operator has demonstrated that their system of management is capable of ensuring that all of the requirements of the applicable standards are met over the sites and facilities covered by the scope of the evaluation.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Operator has demonstrated that the described system of management is being implemented consistently over the sites and facilities covered by the scope of the certificate.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Comments and/or details of any issue which was difficult and/or impossible to evaluate:	There were no difficult and/or impossible issues to evaluate.

To be completed by Certification Decision-Making Entity	Certification decision by:	Neil Mendenhall
	Date of decision: For initial or continued certification	09/08/2016
	Surveillance schedule:	Annual Surveillance Audit Notes:

Sub Certificate Codes (if applicable)

Legal Entity/Operational Site	Sub-Certificate Code