



The first international
certification for wood chips.

GoodChips® Standard

*Requirements for bodies providing
GoodChips® certification*

GOODCHIPS® ST 1002:2018



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Foreword

Bioenergy Europe is the voice of European bioenergy. It aims to develop a sustainable bioenergy market based on fair business conditions. Founded in 1990, Bioenergy Europe is a non-profit, Brussels-based international organisation bringing together more than 40 associations and 90 companies, as well as academia and research institutes from across Europe.

Bioenergy Europe is the governing body of the GoodChips® scheme and owner of the GoodChips® trademark. Bioenergy Europe develops requirements of the GoodChips® certification scheme and through the GoodChips® International Management it lists Certification and Testing bodies that are allowed to provide the GoodChips® certification, and licenses certified companies to use the GoodChips® logo.

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Introduction

The GoodChips® quality certification scheme provides harmonisation of wood chips and hog fuel production and trade. It is a third-party certification, where an impartial Certification Body ensures that the certified wood chips and hog fuel meet the GoodChips® quality requirements.

This document specifies requirements for Conformity Assessment Bodies. Compliance with these requirements is intended to ensure that GoodChips® Conformity Assessment Bodies act in a competent, consistent and impartial manner, thereby facilitating the recognition of such bodies and the certification results.

Conformity Assessment Bodies' conformity with the requirements of this document is assessed by an accreditation body that is a member of European cooperation for Accreditation (EA) or of the International Accreditation Forum (IAF).

This document follows the structure of ISO/IEC 17065:2012, and provides additional necessary requirements for GoodChips® certification, including inspection and testing as its integral parts. This document does not include the text of ISO/IEC 17065:2012, which can be obtained from ISO or national standardisation bodies that are members of ISO.

The term "shall" is used throughout this document to indicate mandatory requirements. The term "should" is used to indicate guidance/recommendation that, although not mandatory, is provided as a recognised mean of meeting the requirements. The term "may" is used to indicate permission

1. Scope

- 1.1. This document is a supplement to ISO/IEC 17065 and provides additional requirements specifically intended for Certification Bodies providing certification of wood chips and hog fuel according to the GoodChips® certification scheme.
- 1.2. This document also includes requirements related to the accreditation and listing of inspection and Testing Bodies that carry out testing of wood chips and hog fuels within the certification process.

2. Normative references

2.1. The following referenced documents are indispensable for the application of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

- GoodChips® PD 1004: Listing of conformity assessment bodies operating the GoodChips® certification scheme;
- GoodChips® ST 1001: Requirements for GoodChips® certified entities;
- GoodChips® ST 1003: Requirements for the use of the GoodChips® logo and name;
- ISO 16948, Solid biofuels -- Determination of total content of carbon, hydrogen and nitrogen;
- ISO 16968, Solid biofuels -- Determination of minor elements;
- ISO 16994, Solid biofuels -- Determination of total content of sulfur and chlorine;
- ISO 17225-1, Solid biofuels -- Fuel specifications and classes -- Part 1: General requirements;
- ISO 17827-1 Solid biofuels -- Determination of particle size distribution for uncompressed fuels -- Part 1: Oscillating screen method using sieves with apertures of 3,15 mm and above;
- ISO 17828, Solid biofuels -- Determination of bulk density;
- ISO 18122, Solid biofuels -- Determination of ash content;
- ISO 18125, Solid biofuels -- Determination of calorific value;
- ISO 18134-1, Solid biofuels -- Determination of moisture content -- Oven dry method - Part 1: Total moisture -- Reference method;
- ISO 18134-2, Solid biofuels -- Determination of moisture content -- Oven dry method - Part 2: Total moisture -- Simplified method;
- ISO 19011, Guidelines for auditing management systems;
- ISO/IEC 17000, Conformity assessment – Vocabulary and general principles;
- ISO/IEC 17020 Conformity assessment -- Requirements for the operation of various types of bodies performing inspection;
- ISO/IEC 17025 General requirements for the competence of testing and calibration laboratories;
- ISO/IEC 17065, Conformity assessment — Requirements for bodies certifying products, processes and services.

2.2. All the GoodChips® documentation is available at <https://goodchips.eu/resources/technical-documentation.html>.

3. Definitions

3.1. For the purposes of this document, the terms and definitions given in ISO/IEC 17065 and in ISO 17225-1 apply. The following definitions apply as well:

3.1.1. Certification period

Three-year period starting from the date of issuance of the certification document by the Certification Body.

3.1.2. Company

GoodChips® certified company or company applying to be certified.

3.1.3. GoodChips® ID

Unique alphanumeric code assigned by GoodChips® International Management to a licensed certified company. It is composed of two letters indicating the country code and a three-digit number specific to the company.

3.1.4. GoodChips® International Management

Executive Body of the GoodChips® scheme. It is the sole GoodChips® licensor, and the only body entitled to grant companies the right to use the GoodChips® logo and name on behalf of Bioenergy Europe.

3.1.5. Final product

Wood chips or hog fuel sold according to the quality class and particle size declared by the company.

3.1.6. Major non-conformity

Non-fulfilment of one or more product requirements and non-fulfilment one or more process and management system requirements that impact the company's capability management system to achieve the intended outcomes¹.

3.1.7. Minor non-conformity

Non-fulfilment of one or more process or management system requirements which does not impact the capability of the management system to achieve the intended outcomes².

3.1.8. Non-conformity

Non-fulfilment of a requirement³.

3.1.9. Observation

Any findings that is not a non-conformity but can have potential impact on the compliance of product, process or management system requirements.

4. General requirements

4.1. All the requirements given in Clause 4 of ISO/IEC 17065 apply.

¹ Major non-conformities include non-fulfilment of requirements in sections 4, 5, 6, 7.1, 7.3.2, 7.3.3, 7.4, and 7.5 of GoodChips® ST 1001.

Major non-conformities could be classified as follows:

- tested products that are not meeting the required thresholds;
- a significant doubt that effective process control is in place or that products will not meet specified requirements;
- several minor non-conformities associated with the same requirement or issue that could demonstrate a systemic failure and thus constitute a major non-conformity;
- a minor non-conformity that is persistent (or not corrected as agreed by the organisation) may be up-graded to major non-conformity.

- 4.2. The Certification Body shall carry out the GoodChips® certification within the scope of valid accreditation described in Annex A of this standard.
- 4.3. The Certification Body shall be listed by GoodChips® International Management according to Annex B.
- 4.4. The Testing Body shall carry out testing of wood chips and hog fuel as part of the certification process within the scope of valid accreditation described in Annex A of this standard.
- 4.5. The Testing Body outsourced by a listed Certification Body that carries out testing of wood chips shall be listed by GoodChips® International Management according to Annex B.
- 4.6. The Certification Body shall inform the company about the obligation to provide information to GoodChips® International Management or another organisation appointed by GoodChips® International Management. In order to comply with the ISO/IEC 17065 requirements relating to confidentiality, the Certification Body shall have a written consent of the company for the information disclosed to GoodChips® International Management or another organisation appointed by GoodChips® International Management.

5. Structural requirements

- 5.1. All the requirements given in Clause 6 of ISO/IEC 17065 apply.

6. Resource requirements

All the requirements given in Clause 6 of ISO/IEC 17065 apply.

6.1. Certification Body personnel

6.1.1. General

- 6.1.1.1. The Certification Body shall ensure that all personnel carrying out key activities relating to GoodChips® conformity assessment, such as contract review, inspection, testing, granting of certification, monitoring of personnel have the relevant and appropriate knowledge and competencies corresponding to these activities and the GoodChips® certification scheme.

- 6.1.1.2. The Certification Body shall ensure that inspectors conform to Clause 6.1.2.

6.1.2. Inspectors

6.1.2.1. General requirements

- 6.1.2.1.1. The Certification Body shall ensure that inspectors have the personal attributes, knowledge and skills stipulated in clauses 7.1, 7.2.1, 7.2.2, 7.2.3.1, 7.2.3.2 and 7.2.3.4 of ISO 19011.

6.1.2.2. Education

² Non-conformities related to management system requirements in paragraphs 7.3.1, 7.5, 7.6, and 7.7 of GoodChips® ST 1001 are considered as minor non-conformities.

³ Requirements for companies are included in GoodChips® ST 1001 and ST 1003.

6.1.2.2.1. The Certification Body shall ensure that inspectors have the knowledge corresponding to at least a secondary education that includes or is supplemented with courses related to wood-based industries⁴.

6.1.2.2.2. The specific education on wood-based industries can be substituted by working experience in these sectors if the Certification Body can demonstrate it is equivalent to the required education.

6.1.2.3. GoodChips® workshop⁵

6.1.2.3.1. The Certification Body shall ensure that inspectors participate at least once every two years in a workshop organised by GoodChips® International Management covering topics relevant to the GoodChips® scheme that is recognised by GoodChips® International Management.

6.1.2.4. Working experience

6.1.2.4.1. For a first qualification of an inspector, the Certification Body shall ensure that the inspector has a minimum of three (3) years full time experience in the wood-based industries.

6.1.2.4.2. The number of years of total work experience may be reduced by one (1) year, if the inspector has completed a tertiary education appropriate and relevant to forest based and related industries.

6.1.2.5. Inspection experience⁶

6.1.2.5.1. For a first qualification of an inspector, the Certification Body shall ensure that the inspector has performed two (2) GoodChips® inspections under the leadership of a qualified inspector as an inspector in training ("shadow inspections"). The number of GoodChips® shadow inspections can be reduced to one (1) for inspectors that are qualified for ENplus®, ISO 9001 or 14001 auditing in the sector of wood-based industries.

6.1.2.6. Competencies

6.1.2.6.1. The Certification Body shall ensure that inspectors demonstrate ability to apply knowledge and skills in inspection principles, procedures and techniques based on ISO/IEC 17020 to enable the inspector to apply those appropriate to different inspections.

6.1.2.6.2. The Certification Body shall ensure that inspectors demonstrate ability to apply terminology, knowledge, understanding and skills in the following areas of the final products production and trade:

- a) principles, terminology, classification and specification of solid biomass based on ISO 17225-1;
- b) principles and requirements of the GoodChips® certification schemes;
- c) processes, practices and technology relating to harvesting, chipping, transporting, storage and distribution of wood chips and hog fuel;
- d) processes and specific requirements relating to taking samples of wood chips and hog fuel for testing purposes;
- e) wood chips testing methodologies and interpretation of their testing results.

⁴ Wood-based industries include activities relating to manufacturing, transport, distribution and storage of wood-based products.

⁵ This clause applies from the moment the workshop is made available and notified by GoodChips® International Management.

⁶ There shall be a transition period of two years after the launch of the certification, when this requirement will not be applicable.

6.2. Resources for evaluation

6.2.1. The Certification Body performing evaluation activities, either with its internal resources or with other resources under its direct control, shall:

- a) Carry out inspection activities in compliance with ISO/IEC 17020;
- b) Carry out testing activities by a Testing Body that is accredited according to Annex A of this Standard.

6.2.2. The Certification Body shall only outsource evaluation activities to an Inspection Body that is accredited according to Annex A of this Standard.

6.2.3. The Certification Body shall only outsource evaluation activities to Testing Bodies that are listed by GoodChips® International Management for the relevant testing activities in accordance with Annex B.

7. Process Requirements

All the requirements given in Clause 7 of ISO/IEC 17065 apply.

7.1. General requirements

7.1.1. The Certification Body shall use GoodChips® ST 1001 to define the relevant scope for the company applying for the GoodChips® certification. The Certification Body shall not exclude activities and processes from the scope of certification when those activities and processes can have an impact on the quality of the final products covered by the scope of certification.

7.2. Application

7.2.1. The Certification Body shall require the applying company to provide information concerning equipment, facilities and chipping/crushing sites which are to be covered by the scope of the certification.

7.2.2. The Certification Body shall provide GoodChips® International Management with information about received application for the GoodChips® certification before the initial inspection takes place and no later than two weeks from the receipt of the application.

7.3. Evaluation activities

7.3.1. The Certification Body shall perform the following conformity assessment activities:

- a) Evaluation focused on the company's equipment, facilities, chipping/crushing sites, processes and management system;
- b) Testing activities.

7.3.2. Following the successful review of the application and the completion of any contractual agreement, the Certification Body shall perform the initial inspection on a timely manner.

7.3.3. The Certification Body shall perform inspection activities in compliance with ISO/IEC 17020. The inspection shall include:

- a) Collection of a sample of final product for each quality class to be certified, for testing purposes and compliance with product requirements of GoodChips® ST 1001,
- b) Evaluation of the company's compliance with process requirements of GoodChips® ST 1001,
- c) Evaluation of the company's compliance with management system requirements of GoodChips® ST 1001.
- d) Evaluation of the company's compliance with the requirements on the use of GoodChips® logo and name of GoodChips® ST 1003.

7.3.4. The inspection shall be performed at the company's premises. The results of the inspection shall be documented in the inspection report prior the review by the Certification Body.

7.3.5. Certification and Testing Bodies shall carry out laboratory tests of samples of final products for properties specified in GoodChips® ST 1001 (both for normative and informative parameters) in accordance with Annex C.

7.3.6. The results of testing shall be documented in a testing report prior to the review by the Certification Body.

7.3.7. The Certification Body shall prepare a conformity report that consists of the inspection and testing reports. The conformity report shall be provided to the company without delay.

7.3.8. The reviewed conformity report shall include at least the following information:

- f) contact data of the company;
- g) information on the final products under the scope of the certificate (quality classes and particle size classes, sold tonnes, and raw materials used)
- h) non-conformities (classified in major and minor) and observations with related justifications, corrective actions and related schedule, and outcomes of the corrective actions;

7.3.9. The reviewed conformity report shall be written in the language that has been agreed with the company and in English.

7.3.10. The inspection report contained in the conformity report shall at least include:

- a) Contact details of the Testing Body where the testing was carried out by an outsourced Testing Body;
- b) date of the testing;

7.3.11. The testing report contained in the conformity report shall at least include:

- a) Contact details of the inspector and of the Inspection Body where the inspection was carried out by an outsourced Inspection Body;
- b) date of the inspection and site(s) inspected

7.3.12. The Certification Body shall classify each finding that impacts conformity with certification requirements as major non-conformity, minor non-conformity or observation. These non-conformities and observations as well as corresponding corrective action defined by the company and approved by the Certification Body, shall be listed in the conformity report.

7.3.13. Corrective actions for non-conformities and their verification

7.3.13.1. The Certification Body shall request company to identify the cause of the non-conformities and related corrective actions that shall be reviewed and approved by the Certification Body.

7.3.13.2. The verification of the corrective actions shall be carried out on-site. Remote verification techniques can be applied by the Certification Body in case of non-conformities relating to process and management system requirements where the Certification Body is able to justify the same level of confidence.

7.3.13.3. In case of non-conformities, the Certification Body shall apply the following actions:

7.3.13.3.1. Major non-conformity in the initial and re-certification inspections

Following one or more major non-conformities (observed during inspection or testing), the Certification Body shall not grant the certificate until the corrective actions are implemented and verified by the Certification Body through a new inspection.

7.3.13.3.2. Major non-conformity in the surveillance inspections

- a) ≤ 2 major non-conformities: following one or two major non-conformities (observed during inspection or testing), the Certification Body shall provide the company with a maximum of one (1) month, and in justified circumstances a maximum of three (3) months⁷, during which the corrective action shall be implemented by the company and verified by the Certification Body. The corrective actions shall be verified by the Certification Body through a new inspection. In case the major non-conformities are not addressed and corrected as requested by the Certification Body, the Certification Body shall immediately suspend the certificate.
- b) > 2 major non-conformities: following three or more major non-conformities (observed during inspection or testing), Certification Bodies shall immediately suspend the certificate and schedule a new inspection to verify the implementation of the corrective actions.

7.3.13.4. Minor non-conformities in the initial and re-certification inspections

7.3.13.4.1. In case of minor non-conformities, the Certification Body shall decide whether a new inspection is necessary or if the correction of the minor non-conformities can be proved another way. the Certification Body shall not grant the certificate until the corrective actions are implemented and verified by the Certification Body through a new inspection.

7.3.13.5. Minor non-conformities in the surveillance inspections

7.3.13.5.1. In case of minor non-conformities, the Certification Body shall decide whether a new inspection is necessary or if the correction of the minor non-conformities can be proved another way. If minor non-conformities are not corrected within the terms established by the Certification Body and no later than during the next regular inspection, the Certification Body shall classify them as major non-conformities.

7.3.13.6. Observations in the initial, re-certification and surveillance inspections

7.3.13.6.1. Following one or more observations (observed during inspection or testing), the Certification Body shall establish corrective action(s) by the company, to be verified by the time of the next surveillance inspection. If by the next inspection observations are not corrected, the Certification Body might classify them as minor non-conformities.

7.4. Review

⁷ Starting to count from the day the major non-conformities are notified to the company.

7.4.1. The Certification Body shall review the conformity report and document recommendation for the certification decision.

7.5. Certification decision

7.5.1. The Certification Body shall provide GoodChips® International Management with the reviewed conformity report and information on the certification decision before the issuance of the certification document and no later than one week after the review of the report by the Certification Body.

7.6. Certificate

7.6.1. Each certificate shall be granted for a maximum of three years.

7.6.2. The Certification Body shall issue the certificate after it receives the company's GoodChips® ID from GoodChips® International Management.

7.6.3. The Certification Body shall inform GoodChips® International Management about the issued certification document no later than one (1) week after its issuance.

7.6.4. The certificate shall include at least the following information:

- a) company's data and GoodChips® ID;
- b) scope of the certificate (GoodChips® quality classes and particle size classes);
- c) certificate number, date of issuance, validity of the certificate;
- d) accreditation number and/or symbol of the Certification Body.

7.6.5. The certificate shall be written in the language that has been agreed with the company and in English.

7.7. Surveillance

7.7.1. The Certification Body shall carry out an annual surveillance evaluation and review in compliance with chapter 7.3 and 7.4.

7.7.2. Inspections and testing shall be carried out annually according to the schedule in Annex D.

7.7.3. The date of each annual surveillance inspection shall fall within \pm three (3) months from the date of the initial inspection.

7.8. Renewal of certification

7.8.1. The Certification Body shall conduct evaluation and review in compliance with chapter 7.3 and 7.4 prior to renewal of certification.

7.8.2. The re-certification inspection (the last inspection of a certification period), as well as the taking of a sample for testing, shall be carried out between six (6) and one (1) month prior to the date of expiry of the certificate, in order to ensure that the renewal of the certificate is concluded before it expires.

7.8.3. Following expiration of certification, the Certification Body can issue a new certificate within 6 months, provided that the outstanding recertification activities are completed. Otherwise, a new certification inspection shall be conducted.

7.9. Termination, reduction, suspension or withdrawal of certification

7.9.1. The Certification Body shall immediately inform GoodChips® International Management about any change in the validity of the GoodChips® certification and its scope.

8. Management system requirements

8.1. All the requirements given in Clause 8 of ISO/IEC 17065 apply.

Annex A

Requirements for accreditation of Conformity Assessment Bodies operating the GoodChips® scheme

Normative

Certification Bodies

A.1 Certification Bodies performing GoodChips® certification shall have valid accreditation issued by a national accreditation body that is a signatory to the multilateral agreement of the European co-operation for Accreditation (EA) or the International Accreditation Forum (IAF).

A.2 The scope of the Certification Body's accreditation shall explicitly cover the standards of the GoodChips® certification scheme.⁸

A.3 The scope of the Certification Body's accreditation shall also include ISO/IEC 17065 and other requirements against which the Certification Body has been assessed.

Inspection Bodies

A.4 Where the Certification Body outsources inspection activities to an external Inspection Body, the Inspection Body shall have valid accreditation issued by a national accreditation body that is a signatory to the multilateral agreement of the European co-operation for Accreditation (EA) or the International Accreditation Forum (IAF).

A.5 The scope of the Certification Body's accreditation shall explicitly cover the standards of the GoodChips® certification scheme.⁸

A.6 The scope of the outsourced Inspection Body's accreditation shall include ISO/IEC 17020 and other requirements against which the Inspection Body has been assessed.

Testing Bodies

A.7 Testing Bodies performing testing activities relating to the GoodChips® scheme shall have valid accreditation issued by a national accreditation body that is a signatory to a multilateral agreement of the European co-operation for Accreditation (EA), the International Accreditation Forum (IAF) or International Laboratory Accreditation Cooperation (ILAC).

A.8 The scope of the Testing Body's accreditation shall include ISO/IEC 17025 and other requirements against which the Testing Body has been assessed.

A.9 The scope of the Testing Body's accreditation shall explicitly cover the relevant ISO standards for the performed tests of GoodChips® products⁹ (Annex C).

⁸ This requirement is subject to the recognition of the GoodChips® scheme from the European co-operation for Accreditation (EA); GoodChips® International Management shall notify Certification Bodies when the recognition process is completed. There will be a transition period of six (6) months after the recognition of the GoodChips scheme by the EA for the Certification Bodies to meet this requirement.

⁹ The relevant properties to be tested and the related testing standards are shown in Annex C

Annex B

Requirements for listing of Conformity Assessment Bodies in the GoodChips® scheme

Normative

B.1 Certification Bodies operating the GoodChips® certification shall be listed by GoodChips® international Management.

B.2 Testing bodies, operating as an external resource for listed Certification Bodies, shall be listed by GoodChips® international Management.

B.3 Conditions for listing of the GoodChips® conformity assessment bodies are specified in the GoodChips® PD 1004.

Annex C

ISO testing standards to assess compliance with GoodChips® requirements

Normative

C.1 The following ISO standards shall be used for testing of compliance of final products with the product requirements of the GoodChips® scheme stated in GoodChips® ST 1001. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

Table I

List of ISO standards to test compliance of final products with GoodChips® product requirements

Property		Testing standard
Particle size	P	ISO 17827-1
Moisture	M	ISO 18134-1, ISO 18134-2
Ash	A	ISO 18122
Nitrogen	N	ISO 16948
Sulfur	S	ISO 16994
Chlorine	Cl	ISO 16994
Arsenic	As	ISO 16968
Cadmium	Cd	ISO 16968
Chromium	Cr	ISO 16968
Copper	Cu	ISO 16968
Lead	Pb	ISO 16968
Mercury	Hg	ISO 16968
Nickel	Ni	ISO 16968
Zinc	Zn	ISO 16968
Net Calorific Value	Q	ISO 17828

Annex D

Schedule of inspections

Normative

D.1 Certification Bodies shall perform an on-site **initial inspection** after the receipt of the application by the company, to be scheduled with the company.

D.2 If the company carries out its activities related to the production and processing of final products in more than one site (including depots), the initial inspection shall take place in all of them.

D.3 Certification Bodies shall perform annual on-site **surveillance inspections** during one certification period, of which one shall be unannounced¹⁰. The surveillance inspections shall fall in a timeframe of \pm three (3) months relative to the date of the issuance of the certificate.

D.4 The **re-certification inspection** shall fall between six (6) and one (1) month prior to the date of expiry of the certificate.

D.4 If the company carries out its activities related to the production of final products in more than one site (including depots), the surveillance and re-certification inspections shall happen randomly in one of them¹¹.

An explanatory illustration for the schedule of inspections is provided in table II.

Table II
Schedule of inspections

INSPECTIONS					
	TYPE	NUMBER	NATURE	WHEN	WHERE
	Initial	1	Announced	To be scheduled with the company	On-site
CERTIFICATION PERIOD (3 years)	Surveillance	2	Announced ^a ; One of the two inspections will be unannounced ^b	\pm three (3) months relative to the date of the issuance of the certificate	On-site
	Re-certification	1	Announced	Between six (6) and one (1) month prior to the date of expiry of the certificate	On-site
^a To be scheduled with the company ^b To be notified by the Certification Body not more than 48 h before the inspection takes place					

D.6 The Certification Body may order additional inspections under extraordinary circumstances, e.g.: a) change in the scope of the company's certificate; b) verification of corrective actions for non-conformities; c) investigation of complaints.

D.7 In case of additional inspections, the Certification Body shall assess whether these shall be announced or unannounced⁸.

¹⁰ To be notified to the company by the Certification Body not more than 48 hours before the inspection takes place

¹¹ I.e. the Certification Body shall schedule the inspection date (in case of an announced inspection) but shall not communicate in which site it shall happen.



The first international
certification for wood chips.

GoodChips® is the first international certification scheme for wood chips
and hog fuel. From production to delivery, our label certifies quality
levels adapted to every consumer.

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