

## Preparation checklist for Inspection: European / World Biochar Certificate (EBC/WBC) and Global Biochar C-Sink Standard (GBCS)

This checklist lists document requirements for onsite inspection. Please have the relevant applicable documents ready. Good preparation will allow us to carry out an efficient inspection.

EBC/WBC (European/ World Biochar Certificate)		GBCS (Global Biochar C-Sink Standard, Certification of Biochar-Based Carbon Sinks)	
<b>Basic data</b>			
<input type="checkbox"/> <b>Organisational chart, Subcontractor contracts</b>			
<input type="checkbox"/> <b>EBC/WBC certified product list</b> with indication of activities, incl. products produced/or processed from subcontractors. Current certificate link <a href="http://www.easy-cert.com">www.easy-cert.com</a>			
<b>Production units: Biochar production</b>			
Written or documentary evidence for data entered in the Biochar Tool / batch ID:			
<input type="checkbox"/> <b>Biochar Tool:</b> Entries and file uploads are up-to-date and complete <ul style="list-style-type: none"> <li>- Company description, Production unit flow chart (technical drawing), Production flow chart, CSI approved sampling plan</li> <li>- Quarterly stock bookings for past quarters</li> </ul>	<input type="checkbox"/> <b>Biochar Tool:</b> Entries are up to date <ul style="list-style-type: none"> <li>- Fossil emission reduction plan (can be managed online in the Biochar Tool or uploaded annually in a new version of the tool)</li> </ul>		
<input type="checkbox"/> <b>Batch Production:</b> <ul style="list-style-type: none"> <li>- Batch ID based production records (including production date and time, amount of biochar produced, input/output, conversion rate)</li> <li>- Description of measures for separation and identification of different qualities of biomass and biochar during production /storage</li> </ul>	<input type="checkbox"/> <b>Batch Production:</b> <p>All sources of data / records acc. to PDD, chapter 4.1. Monitoring plan:</p> <p>Documentary evidence, records on:</p> <ul style="list-style-type: none"> <li>- Energy source used for pre-heating and/or milling and post-pyrolysis (Data source utilized for emission factor and CO<sub>2</sub> footprint assessment)</li> <li>- Emission measurement from the reactor, especially Methane and CO</li> <li>- Fuel/gas/energy consumption (invoices / measuring meters)</li> </ul> <p><b>Batch Output:</b></p> <ul style="list-style-type: none"> <li>- Thermal and/or electric energy and/or produced pyrolysis oil produced by the plant</li> <li>- Lower heating value (LHV) of the biochar, laboratory analysis results</li> <li>- Non-biochar products (output data, sales records)</li> </ul>		
<b>Incoming goods: Feedstock/ Biomass/ Biochar/ Materials:</b>			
Written or documentary evidence for data entered in the Biochar Tool / batch ID:			
<input type="checkbox"/> List of suppliers for feedstock, biomass, materials, certified biochar			
<input type="checkbox"/> <b>Feedstock, Biomass:</b> <ul style="list-style-type: none"> <li>- Delivery notes / invoices of incoming goods</li> <li>- Documentation incoming goods inspection</li> <li>- Proof of sustainability of feedstock</li> <li>- List of used additives</li> </ul>	<input type="checkbox"/> <b>Feedstock, Biomass:</b> <p>All sources of data / records acc. to PDD, chapter 4.1. Monitoring plan:</p> <p>Documentary evidence, records on:</p>		

			<ul style="list-style-type: none"> <li>- Average water content of feedstock at delivery and after drying (batch-related documentation of frequent measurements)</li> <li>- Energy expenditures for drying of feedstock before delivery</li> <li>- Use of fertilizer or pesticides for each feedstock delivery (if applicable)</li> <li>- Storage duration of biomass</li> <li>- Consumption of electricity and/or fossil fuels for preparation and drying of biomass</li> <li>- CO<sub>2</sub>e footprint of electricity and electricity consumption (electricity bills/ measuring meters)</li> <li>- Lower heating value (LHV) of the feedstock, such as lab analysis results or literature references</li> <li>- Transport of feedstock to pyrolysis site, including transport distance, mode of transport, fuel consumption of the transport vehicle, as well as transport date</li> </ul>
<b>Sampling / Analysis:</b>			
<input type="checkbox"/>	<b>Biochar Tool:</b> Batch ID: Sample registration, Sampling protocol, Laboratory analysis report CSI approved sample plan <ul style="list-style-type: none"> <li>- Photo documentation of sampling</li> <li>- Proof of training endorsed sample taker (CSI-eLearning course)</li> </ul>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>- Records/monitoring of <b>dry-matter content</b> / every 10m<sup>3</sup></li> </ul>
<b>Processing units</b> of biochar based products:			
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>- Biochar suppliers and subcontractors (if applicable): EBC/WBC certificates, see <a href="http://www.easy-cert.com">www.easy-cert.com</a></li> <li>- Delivery notes / purchase receipts of incoming goods</li> <li>- Documentary evidence for incoming goods inspection</li> <li>- Description of measures for separation and identification of biochar based products during processing and storage</li> <li>- Processing records (product, quantity, quality, input, output, sales ) required for biochar and biochar based products</li> </ul>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>- All sources of data / records acc. to Processor PDD Annex</li> <li>- Processing emissions factors need to be updated annually based on the acknowledged source</li> </ul>
<b>Outgoing goods / labelling:</b>			
<input type="checkbox"/>	<b>EBC/WBC declaration, labelling.</b> Sample of current labels, delivery notes, accompanying documents, etc.	<input type="checkbox"/>	<b>GBCS declaration, labelling.</b> Sample of current labels, delivery notes, accompanying documents, etc
<b>Flow of goods / mass balance</b>			
<input type="checkbox"/>	Incoming goods, feedstock, production volumes, biochar, yields, sales, inventories, conversion rates etc.  You can save time here by carrying out an example of flow of goods/mass balance check in advance and having documentation ready.		