Title	***Directives for the accreditation of Bodies issuing certificates of conformity in accordance with the national system for the certification of the sustainability of biofuels and bioliquids***
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NOTE: The present document represents the English version of document under reference at the specified revision. In case of conflict, the Italian version will prevail. To identify the revised parts reference must be made to version in Italian language only.

Preparation	Approval	Authorization	Application date
The Director of Department	The Directive Council	The President	29-11-2019

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1. INTRODUCTION

In compliance with the inter-ministerial decree regulating the national system for the certification of the sustainability of biofuels and bioliquids, as sole national accreditation body pursuant to Reg.EC 765/2008, ACCREDIA has issued this Technical Regulation following indications received from the competent authorities.

In order for this Technical Regulation to have the broadest possible consensus, it was prepared and updated by a working group coordinated by ACCREDIA's Department of Certification and Inspection (ACCREDIA-DC) and consisting of representatives of the Ministry of the Environment and accredited certification bodies (CB).

ACCREDIA-DC cannot modify the contents of this document without the advance agreement of the Technical Consultative Committee for biofuels, established by decree of the Ministry for Economic Development dated 21.12.2012.

2. SCOPE AND FIELD OF APPLICATION

This document contains requirements for CBs intending to manage accredited product certification systems for the production of biofuels, bioliquids and biomethane in accordance with the national system and with the normative references.

The contents of this Regulation are to be considered as an supplementary part of the certification scheme.

This regulation is also applicable to the certification activities performed by CBs outside of Italy.

3. NORMATIVE REFERENCES

- UNI CEI EN ISO/IEC 17065:2012 Requirements for bodies certifying products, processes and services;
- Law Decree n. 28 of 03.03.2011 implementing the Directive 2009/28/CE on the promotion of the use of renewable energy sources and the Directive EU 2015/1513;
- Inter-ministerial decree n. 66 of 21.03.2005 implementing the Directives 2009/30/EC and (EU) 2015/1513;
- Inter-ministerial decree of 14.11.2019 regulating the national system of certification of the sustainability of biofuels and bioliquids and subsequent amendments and additions;
- Inter-ministerial decree of 02.03.2018 "Promotion of the use of biomethane and other advanced biofuels in the transport sector";
- UNI/TS 11429 - Qualification of economic operators of the production chain of biofuels and bioliquids;
- UNI/TS 11567 – Guideline for the qualification of economic operators (organizations) of the production chain of biomethane for the purpose of the traceability of the mass balance.

4. DEFINITIONS

All the definitions contained in the inter-ministerial decree regulating the national system of certification of sustainability of biofuels and bioliquids are applicable.

5. ACCREDITATION REQUIREMENTS

5.1. ACCREDITATION

CBs granting certificates of conformity to organizations in accordance with the "National System of certification of the sustainability of biofuels and bioliquids" shall possess accreditation against the standard UNI CEI EN ISO/IEC 17065:2012 for the specific certification scheme.

ACCREDIA recognizes as valid and equivalent all certifications accredited by Accreditation Bodies (ABs) which are signatory to the MLA agreements of mutual recognition for the Product (PRD) scheme in the certification scheme covered by the present technical regulation.

Decisions taken by ACCREDIA concerning the issuance, suspension, withdrawal and renewal of accreditation shall be communicated to the competent national authorities.

5.2. RISK-BASED SAMPLING

The minimum percentage for a product (expressed in terms of quantities, e.g. tons for bioliquids and biofuels, standard cubic meters for biomethane) to be sampled[1] during the surveillance audits is given in Table 1 and it is determined on the basis of risk.

This risk is calculated by category cluster of the products managed in the period since the previous assessment:

- products of the agricultural phase;
- waste, sub-products and livestock waste;
- unfinished and finished products;
- biomethane.

Storage and marketing activities are additional to these product cluster categories.

Table 1: sampling (%) to be performed during the surveillance audits

	NEGLIGIBLE RISK	MODERATE RISK	HIGH RISK
Baseline value	2%	5%	8%

In the first surveillance after the certification, and in the re-certification, the sampling percentage is increased by 10%.

[1] The elements to verify are defined in article 7, par. 2 of the inter-ministerial decree regulating the national certification system of sustainability for biofuels and bioliquids

If the result does not produce a whole number, this must be rounded off upwards if the decimal figure is equal to or greater than 5 and it must be rounded off downwards if the decimal figure is less than 5.

Starting from the baseline value, the sampling threshold must be:

- doubled in cases of biofuels with additions (advanced or double counting); raw materials, sub-products, waste, unfinished products of the relative chain;
- Multiplied by a factor of 1.3 if the bioliquids used for the production of electricity, thermal energy for heating or cooling for the purposes of obtaining incentives;
- doubled in cases of biomethane with additions (advanced or double counting); raw materials, sub-products, waste, unfinished products of the relative chain.

There must be a corrective co-efficient, tied to corporate management, to be multiplied by the sampling percentage, given by:

CCtot = (1+ $\sum CC_i$), where CC_i are defined in Table 2.

Table 2: corrective coefficients

	CORRECTION FACTOR	**CORRECTIVE COEFFICIENT CC**
CC_1	Presence of a certified MS in accordance with the standard ISO 9001 and/or ISO 14001 and/or EMAS by an accredited CB and/or other voluntary schemes related to sustainability of biofuels approved by the EU	- 0.3
CC_2	Nonconformities raised in the previous year	+ 0.2
CC_3	Disputes regarding schemes with an authority during the 5-year certification cycle	+ 0.1

EXAMPLE 1: biofuels with additions, moderate risk, second surveillance.

In this example the baseline value is: 5% x 2 = 10%.

If the operator has ISO 9001 (CC1) certification and is also involved in a dispute (CC3) the CCtot = (1-0.3+0.1) = 0.8. Consequently, the sampling percentage, calculated according to the methodology set out in the above point, must be multiplied "x0.8".

Therefore in the case of Example 1, the real sampling value is: 10% x 0.8 = 8%.

EXAMPLE 2: not advanced biofuels, without additions, negligible risk, recertification.

In cases where the operator presents all the correction factors in Table 2, the total corrective co-efficient CCtot is equal to (1-0.3+0.2+0.1) = 1. Therefore the percentage of sampling must not be multiplied for this co-efficient.

Therefore if the risk of the product cluster category is negligible and the biofuel is without additions the percentage of sampling for recertification is: 2%*1*1.1 = 2.2% ~ 2%

Determination of the risk

The risk must be determined annually by the CB, establishing the mathematical average of the various risks except in cases where there is only one reported high risk factor which automatically involves a high risk classification of the sector cluster category.

a) Negligible risk factor: 0;

b) Moderate risk factor: 1;

c) High risk factor: 2.

If two different risk values can be attributed to the same sector cluster category for the same factor, the higher risk classification is applicable.

The overall risk calculation is repeated for each cluster category object of certification and the risk calculation shall have a different sampling percentage.

For the modalities with which the following tables are applicable for cluster certification, see the specific paragraph.

AGRICULTURAL PRODUCTION PHASE

RISK FACTORS	RISK VALUES	
	Moderate (value: 1)	**Negligible (value: 0)**
Traceability of funds used for crops	The connection between funds and crops cannot be deduced from the documents presented for receiving support funds in accordance with Reg. 73/2009 or Reg. 1698/2005	The connection between funds and crops can be deduced from the documents presented for receiving support funds in accordance with Reg. 73/2009 or Reg. 1698/2005
Proximity or overlapping with areas of high biodiversity and of high carbon and peat stock.	Overlapping and distance of less than 2 km.	Distance greater than 2 km.
Land converted for the production of biofuels and bioliquids	Land not tilled prior to participation in the certification system	Land for agricultural activities prior to participation in the certification system
Cultivation of sustainable or non-sustainable biomass in the same agricultural producer	Presence of parallel crops	Absent

RISK FACTORS	RISK VALUES	
	Moderate (value: 1)	**Negligible (value: 0)**
Methodology for the calculation of greenhouse gas emissions	Data calculated as described in Annex 2 of the Decree which establishes the national system of certification of biofuels and bioliquids	Standard or NUTS areas data
Only for group certification – increased number of agricultural producers adhering to the group by more than 10% compared with the previous year	yes	no

Production of waste, sub-products, zootechnical waste

RISK FACTORS	RISK VALUES		
	High (2)	**Moderate (1)**	**Negligible (0)**
Origin	From outside the EU	EU	Italy
Methodology for the calculation of GHG emissions relating to transport	-	Emissions calculated from real values	Use of standard values, disaggregated or not

Unfinished and finished products for pressing, refining, waste retrieval, regeneration of used oils, production of biofuels and/or bioliquids, biomethane upgrading plant

RISK FACTORS	RISK VALUES		
	High (2)	**Moderate (1)**	**Negligible (0)**
Origin of raw materials or unfinished products, waste, sub-products entering the plant	From outside the EU	EU	Italy
Methodology for the calculation of GHG emissions relating to transport	-	Emissions calculated from real values	Use of standard values, disaggregated or not
GHG saving values in terms of reduction percentage with respect to the	With respect to the maximum values established by the Directive: GHG saving	With respect to the maximum values established by the Directive: GHG saving	Use of default values. In the case of GHG emissions calculated by real values with

RISK FACTORS	RISK VALUES		
	High (2)	Moderate (1)	Negligible (0)
corresponding fossil fuel (only for the final operator)	≤5% only in cases of emissions calculated from real values	≤5% only in cases of emissions calculated from real values	respect to the maximum values established by the Directive: GHG saving: >10%

Biomethane production (anaerobic digester)

RISK FACTORS	RISK VALUES		
	High (2)	Moderate (1)	Negligible (0)
Origin of raw materials, sub-products, waste, processed wastewater	From outside the EU	Origin of raw materials from EU states, in cases other than negligible ones	Origin of raw materials, sub-products, waste coming from companies belonging to the group defined in the Decree. National companies with self-production of raw materials, sub-products, waste, wastewater
Typology of raw materials, sub-products, waste, wastewater	-	Different co-digestion from the one indicated in the negligible	Co-digestion with not more than 3 category clusters
Methodology for the calculation of GHG emissions	Emissions calculated from real values	Use of weighed averages from standard values in the presence of co-digestion.	Use of total standard values tabulated for co-digestion. Use of standard values for the whole chain

Storage and marketing activities

At the maximum for traders the risk assessment must be performed on the total of merchandized products.

RISK FACTORS	RISK VALUES		
	High (2)	**Moderate (1)**	**Negligible (0)**
Origin of products (raw materials, unfinished and finished products) or waste or sub-products, stored/marketed	From outside the EU	From within the EU	From Italy
Methodology for the calculation of GHG emissions	-	Emissions calculated from real values	Use of standard values, disaggregated or not
GHG saving values in terms of percentage of reduction compared with corresponding fossil fuel (only for the final operator)	With respect to the maximum values set by the Directive: GHG saving: ≤5% Only for emissions calculated from real values	With respect to the maximum values set by the Directive: GHG saving: ≤5% Only for emissions calculated from real values	Use of default values In the case of emissions calculated from real values with respect to the maximum values set by the Directive: GHG saving: >10%

Risk assessment in cases of group certification

In cases of group certification consisting of agricultural producers, consortiums or cooperatives, the risk classification must be operated by each economic operator involved: for each producer and, if relevant, gatherer and/or processor. The attribution of a moderate risk classification to a producer involves attributing a moderate risk level regarding all the agricultural production phases, whilst for a processor his own risk assessment remains valid.

With regard to gatherers, storage centres and special areas for temporary storage of agricultural products awaiting transfer to the main storage area, the same document sampling percentage is retained as for the agricultural phase.

Example 3: 500 agricultural producers of sunflower seeds with a pressing plant for production of bioliquids.

According to the inter-ministerial decree, the verification takes place on the pressing plant and on 5% of the producers.

The verifier performs a risk analysis of all 500 producers and samples 25 prioritizing those with a moderate risk level.

The verifier performs a site inspection at the agricultural production area of each of the 25 organizations in accordance with the percentages defined in the inter-ministerial decree and a document review on a quantity of material determined by a risk assessment.

For example, in the case of a first surveillance following certification:

- if the group risk is classified as negligible risk, for each of the 25 producers the quantity for sampling will be: 2% x 1.1 x 1.3 = 2.9% ~ 3%, multiplied by possible corrective factors applicable to the head group of the chain.
- if the group risk is classified as moderate (because even if only one company has a moderate risk), for each of the 25 companies a quantity of seeds will be sampled as follows: 5% x 1.1 x 1.3 = 7.1% ~ 7%, multiplied by possible corrective factors applicable to the head group of the chain.

In cases of a group certification consisting of producers of sub-products of wine-production for the distillery, only the distillery undergoes the risk assessment.

In cases of a group certification consisting of crushing mills leading to extractors, the determination of the risk classification must be done for each economic operator involved: the crushing mill and the extractor.

In cases of a group certification consisting of an operator producing biogas for biomethane and, from the suppliers of raw materials, sub-products, waste or wastewater destined for the anaerobic digestion plant, the determination of the risk classification must be done on all the economic operators involved, from the phase of production of zootechnical waste, dedicated crops, agricultural sub-products, forestry, aquaculture and agri-food activities.

In all cases as above the corrective co-efficient (CC) is only applicable to the head group of the chain.

5.3. CRITERIA OF QUALIFICATION OF THE AUDIT TEAMS AND OF THE DECISION-MAKING BODY FOR CERTIFICATIONS

The CB's audit teams shall be qualified in the following categories:

- agricultural and zootechnical waste;
- production of waste and sub-products;
- marketing;
- pressing, refining, production of biofuels and/or bioliquids, storage and commercial marketing activities;
- biomethane production.

For the definition of the criteria of competence of the assessors see the provisions of UNI CEI EN ISO/IEC 17065, UNI EN ISO 19011, the applicable EA/IAF and MD IAF guides and the ACCREDIA regulations RG-01 and RG-01-03, providing, as a minimum, for the following:

- participation in a training course of at least 8 hours on the requirements of the national system of certification of the sustainability of bioliquids, biofuels and biomethane. The duration may be reduced to 4 hours if the assessor is already qualified in the voluntary schemes related to sustainability and approved by the EU.

- Participation as an observer: 4 audit days on-site, in any category, on the inter-ministerial decree under the supervision of a qualified assessor. Mentorship may be reduced to 2 audit days if the assessor is already qualified in the voluntary schemes related to sustainability and approved by the EU. This requirement is not applicable for assessors who have already performed audits on the national system of certification of the sustainability of bioliquids, biofuels and biomethane.

It is the CB's responsibility to define any further requirements for the qualification of assessors in every category and for the maintenance of such qualification.

5.4. MANAGEMENT OF THE TRANSFER OF CERTIFICATIONS

For the management of the transfer of certifications see the provisions of IAF MD2, signaling to the competent authority any cases of non-fulfillment according to the inter-ministerial decree.