

Certification Evaluation Report

Roundtable on Sustainable Biomaterials

Global and Advanced Products

Nippon Refine, Co. Ltd.

SCS Certificate Code: SCS-RSB/PC-0043

2574-1 Nakagoushinden, Wanouchi-cho, Anpachi-gun
Anpachi, Gifu 503-0212
Japan

Contact: Tatsuya NAKATANI

Client Website: <http://www.n-refine.co.jp/>

CERTIFIED	EXPIRATION
14 January, 2021	13 January, 2026

DATE(S) OF AUDIT
25-28 August, 2020
DATE OF LAST UPDATE
13 January, 2021

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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 (CB Registration No. 592). 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	Nippon Refine Co., Ltd.		
Operator Number	2140		
Contact person	Tatsuya NAKATANI		
Address	2574-1 Nakagoushinden, Wanouchi-cho, Anpachi- gun Anpachi, Gifu 503-0212 Japan	Telephone	:+1-503-729-8799,
		Fax	
		e-mail	tnakatani@refineamericas.com
		Website	http://www.n-refine.co.jp/

1.2 Scope of Certificate

Please select one:	<input type="checkbox"/> RSB EU RED	<input checked="" type="checkbox"/> RSB Global
Please select boxes that apply:	<input type="checkbox"/> Pre-assessment <input checked="" type="checkbox"/> Initial Assessment <input type="checkbox"/> Re-certification <input type="checkbox"/> Follow-Up to NCs	<input type="checkbox"/> 1st Annual Surveillance <input type="checkbox"/> 2nd Annual Surveillance <input type="checkbox"/> 3rd Annual Surveillance <input type="checkbox"/> 4th Annual Surveillance
Scope as it appears on certificate:	Ethanol Refinery Input: Ethanol made from Carbon Monoxide from steel mill Basic Oxygen Furnace off-gas Output: Chemical Ethanol	
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:		
<p><i>Note 1: If the scope is different, please contact SCS.</i></p> <p><i>Note 2: Where the client uses external organizations (public or private) to provide utilities services, such as electricity, waste disposal, water, the auditor shall check that these organizations are run according to local requirements (i.e. the law) but these organizations will not be considered in scope of the audit. Therefore no on-site visits to these utility services are required.</i></p>		
Total workers covered by scope of certification:	80	
Number of women workers	9	

1.2.1 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	One industrial plant
Participating Operator Risk Class	Low
Disputes or prior Non-compliances	None - Initial Audit
Changes in scope since last evaluation	None - Initial Audit
Total number of compliance claims	None - Initial Audit

1.2.2 Standards Used

Applicable RSB-Accredited Standards

Standard Name and Version
<ul style="list-style-type: none"> • RSB Principles & Criteria (RSB-STD-01-001 V3.0); • RSB Procedure for Participating Operators (RSB-PRO-30-001 V3.2); • RSB Procedure for Risk Management (RSB-PRO-60-001 V3.2); • RSB GHG Calculation Methodology (RSB-STD-01-003-01 V2.3); • RSB Procedure on Communication and Claims (RSB-PRO-50-001 V3.4); • RSB Procedure for Traceability (RSB-PRO-20-001 V3.2); • RSB Standard for Advanced Products (RSB-STD-02-001 V2.0)

All standards employed are available on the websites of the Roundtable on Sustainable Biomaterials (<https://rsb.org/the-rsb-standard/working-with-the-rsb-standard/>). Standards are also available, upon request, from SCS Global Services.

1.3 Sites in Scope

1.3.1 Industrial Facilities

Name of Facility	Nippon Refine
Type	<input type="checkbox"/> Agriculture Milling and/or Fermentation <input type="checkbox"/> Vegetable oil Extraction <input type="checkbox"/> Biofuel Production and/or Distribution <input checked="" type="checkbox"/> Other, please explain here: Ethanol refinery
Location/City	Wanouchi-Cho, Anpachi-gun, Gifu, Japan
Geographic location (<i>Latitude & Longitude</i>)	35.2758, 136.6334
Start date of operations (initial start date)	May 1987
Number of processing steps	2: Pre-processing and Distillation

Description of the product or the product component that the certification covers, including, if applicable, the specification of the mass of the certified component related to the total product.	Production of chemical ethanol.
Annual throughput of previous 12 months <i>(Can be moved to appendix if certain information is confidential)</i>	
Feedstock Input (Metric Ton)	N/A Initial audit
Final/Primary Product Output (Metric Ton)	N/A Initial audit
Intermediate/by-product Output (Metric Ton)	N/A Initial audit
% output yield compared to input material (total output/total input)	N/A Initial audit
Amount sold as RSB certified (tons)	N/A Initial audit

1.4 GHG Intensity

GHG emissions are considered to be confidential information. The information will be made available to buyers in the outgoing declaration.

1.5 Advanced Product Information

If the feedstock for a batch of RSB certified Advanced Product is not wholly but only partly RSB-certified: state the amount of certified feedstock in relation to the total mass of the feedstock for the appropriate category:	
For Category II products:	
State the recycled carbon content in relation to the total carbon content	100%
State the method used to determine the recycled carbon content	Supply chain analysis

2.0 EVALUATION PLANNING & PROCESS

2.1 Audit Team

Auditor Name:	Robert Earley	Auditor role:	Lead Auditor
Qualifications: Robert Earley is a lead auditor of RSB, Bonsucro and ISCC certifications, a certified lead verifier of the California Low Carbon Fuel Standard, and has been trained in ISO 9001:2015 auditing. Additionally, he is currently an expert consultant on UN, EU, charitable foundation and NGO projects focused on sustainable transportation and air pollution. Prior to becoming a consultant, Robert was the Transport Program Manager of Manila-based Clean Air Asia, promoting clean and efficient freight and logistics across Asia, and before that was the Director of the Clean Transportation Program at the Innovation Center for Energy and Transportation (iCET), which developed standards for lifecycle GHG emissions assessment for biofuels in China, and which became the first member of the RSB in China. Mr. Earley, who has lived in China since 2004 and is fluent in Mandarin Chinese, studied environmental science at the University of Calgary and Urban and Regional Planning at the University of Waterloo in Canada.			

Auditor Name:	Haruka Oatis	Auditor role:	Translator
Qualifications: Haruka Oatis teaches English in Japan but I has extensive experience translating for events, small businesses and the city office of Tahara, Japan.			
Auditor Name:	Justin Richter	Auditor role:	GHG Verifier
Qualifications: Dr. Richter is a Life Cycle Analysis practitioner and Supply Chain researcher in the areas of biofuels, renewable energy, advanced products, and social impacts. He holds GHG certification from ISCC. Dr. Richter has received a Ph.D. in Environmental and Ecological Engineering from Purdue University (West Lafayette, IN, USA).			

2.2 Evaluation Schedule and Extent of Audit

2.2.1 RSB Audit types Matrix

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

2.2.2 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.

2.2.3 Evaluation Itinerary and Activities

Time	Element/Activity	Personnel Involved
<i>Week of 17 August</i>	Auditor document review and stakeholder engagement <ul style="list-style-type: none"> Auditor will review documentation available early in the week and request further documentation as necessary 	Auditor, translator

Time	Element/Activity	Personnel Involved
<p><i>Day 1</i> 25 August 2020</p>	<p>Online / Remote audit – ZOOM to be arranged by Nippon Refine</p>	
<p>9:00 a.m. (Japan time)</p>	<p>Opening Meeting and General Requirements</p> <ul style="list-style-type: none"> - Introductions of auditor and Nippon Refine representatives; overview of certification program and assessment process to on-site staff - SCS confidentiality policy, appeals policy - Confirmation of scheduled activities, communications, and resources - Confirmation of scope of certification - Closing meeting time to be on Friday at 1:00 p.m. - Availability and roles of guides - Methods of reporting and types of findings and communication of these - Auditor is responsible for executing the audit plan and documenting evidence - Sampling procedures - Confirmation of scope of certification and any product groupings. Clarification of all suppliers; Client to outline production process and overall process flow. - Questions and discussion 	<p>Senior Nippon Refine Management, Daily on-site management, audit guide, translator(s)</p>
<p>9:30 a.m.</p>	<p>Review of Participating Operator Requirements (RSB-STD-30-001*) * NOTE: Please review “Checklist for PO and RSB Global P&C Indicators.xlsx”</p> <ul style="list-style-type: none"> - General requirements - Review Risk Assessment tool - RSB Training requirements, training materials, training records (If HR is responsible for training records, then move to “Human Resources” below) - Grievance mechanism - Review RSB self-evaluation / internal audit and management response 	<p>Management, Translator(s), audit guide</p> <p>Person responsible for RSB training materials and records</p> <p>Person responsible for grievance policy and implementation</p>
<p>10:30</p>	<p>Principles and Criteria, v. 3.0* * NOTE: Please review “Checklist for PO and RSB Global P&C Indicators.xlsx”</p> <p>Principle 1:</p> <ul style="list-style-type: none"> - Review of all relevant business licenses - Review of land and water use permits <p>Principle 2:</p> <ul style="list-style-type: none"> - Review screening tool - Review environmental and social management plan - Review impact assessments, if applicable - Review stakeholder engagement records 	<p>Management, Audit guide</p>

11:20	Auditor debriefing on results of first day's audit	Management
11:30 a.m.	End of Day 1	

Time	Element/Activity	Personnel Involved
<i>Day 2</i> 26 August 2020	Online / Remote audit – ZOOM to be arranged by Nippon Refine	
9:00 a.m. (Japan time)	<p>Principles and Criteria, v. 3.0* * NOTE: Please review “Checklist for PO and RSB Global P&C Indicators.xlsx”</p> <p>Principle 3: Greenhouse Gas Present Greenhouse gas model including RSB compliant methodology, input and output data, yield calculation, emission factors, etc.</p> <p>Principle 7: – Conservation values, ecosystems, buffers, water rights</p> <p>Principle 9: – Water permits, water management in ESMP</p> <p>Principle 10: – Air permits, air management in ESMP</p> <p>Principle 11: Integrated waste management – Resource and energy usage, and efficiency</p> <p>Principle 12: – Review documentation of historic land use/land tenure, legal tenure</p>	Management, Person responsible for GHG model and calculation Person responsible for Water management Person responsible for Air management Person responsible for Waste management audit guide translator(s)
11:00	<p>Human Resources</p> <ul style="list-style-type: none"> – Review contracts, policies, training plans, and grievance process – Review occupational health and safety training records – Review piece work and living wage practices; equality issues – Review performance with respect to freedom of association mechanism – Request names of on-site employees working Friday morning shift and, if applicable, any 3rd party contractors for independent interview – Other aspects regarding “Principle 4” of the RSB standard 	Person responsible for human resource policy, audit guide, translator(s)
12:00 p.m.	<p>Risk Management</p> <ul style="list-style-type: none"> – Presentation of evidence of a risk management approach based on ISO 31000:2009 taking into account: <ul style="list-style-type: none"> ○ The context of the organization 	Risk Management representative, Management, audit guide, translator(s)

	– Risk identification, risk analysis, risk evaluation, and risk treatment	
12:30 p.m.	– Auditor debriefing on results of second day’s audit	Management
12:45 p.m.	– End of Day 2	

Time	Element/Activity	Personnel Involved
<i>Day 3</i> 27 August 2020	Online / Remote audit – ZOOM to be arranged by Nippon Refine	
9:00 a.m. (Japan time)	(REMOTE) Site Walk-through Review <ul style="list-style-type: none"> – Review site map – Observe material receiving and handling operations – including key weigh station or meter calibration certificates – Observe chemical processing locations – Observe sludge pond/water discharge facility – Observe product shipping arrangements – Observe laboratory – Visit control room – Observe warehouse 	Production, Receiving/Shipping, Material handling, Waste management Personnel **Please record a site visit, where the guide walks through the facility introducing the main processes, control points, weigh scales and storage facilities**
9:30 a.m.	Chain-of-custody system (RSB-STD-20-001, v. 3.1)* * NOTE: See RSB (Global) Checklist for Participating Operators (P.O.) <ul style="list-style-type: none"> – General requirements (evidence of system, etc.) – Records (see P.O. Checklist Section 6) – Requirements for handling certified material (see P.O. checklist sec. 8) – Review templates for all incoming and outgoing material documentation 	Management Person responsible for warehouse management, receiving and shipping Person responsible for mass balance management Audit guide Translator(s)
11:45 a.m.	Follow up on other issues or missing documentation	
12:15 p.m.	– Auditor debriefing and end of Day 3	

Time	Element/Activity	Personnel Involved
<i>Day 4</i> 28 August 2020	Online / Remote audit – ZOOM to be arranged by Nippon Refine	

9:00 a.m. (Japan time)	<ul style="list-style-type: none"> Worker interviews Interviews will be 5-10 minutes with an independent translator and auditor only. The workers will have been chosen on Day 1. 	Workers to be interviewed without management present. Please arrange a video conference system for interviews.
10:00 a.m.	<p>Procedure on Communication and Claims</p> <ul style="list-style-type: none"> Review website, any other public communication documents that include RSB trademark Review any other product claims 	Management, Audit guide, translator(s)
10:45 a.m.	<ul style="list-style-type: none"> Auditor report finalization 	Auditor
11:30 a.m.	<p>Closing Meeting</p> <ul style="list-style-type: none"> Presentation of General audit finding Presentation of all non-compliances and opportunities for improvement Fix timetables for corrective actions Reiterate SCS appeal policy Questions 	Management
12:00 p.m.	End of Day 4	

Time	Element/Activity	Personnel Involved
Day 5 22 October 2020	Online / Remote audit – ZOOM to be arranged by Nippon Refine	
9:00 a.m. (Japan time)	<ul style="list-style-type: none"> GHG Input Verification 	Management

2.3 Evaluation of Management System

2.3.1 Capacity of the participating operator to implement its management systems

See Appendix 2: Overall evaluation of the participating operator’s responsiveness and ability to consistently and effectively implement its management system based on the financial, technical, and human resources available.

2.3.2 Evaluation of RSB compliance claims and use of RSB trademarks

The RSB short claim, as defined in RSB-PRO-50-001	RSB Compliant Advanced Product
Any other claims used as per RSB-PRO-50-001	None

Does Operator use RSB trademarks on off-product or on-product claims?	None
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2.4 Stakeholder Consultation Process (for Main audits)

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.

2.4.1 Summary of Stakeholder Comments and Responses (for Main audits)

Stakeholder Comments	SCS Response
Economic Concerns	
No economic concerns elicited	None
Social Concerns	
No social concerns elicited	None
Environmental Concerns	
No environmental concerns elicited	None

3.0 RISK ASSESSMENT RESULTS

Based on the most recent self-risk assessment the PO’s risk assessment results are (The number):	Corresponding risk class (low, medium, high):	Date of risk assessment (must be no older than 3 months from the audit date)	Auditor’s assessment of Operator’s risk
0	Low	21 Aug 2020	Auditor agrees with the risk number of “0” and rating of “Low risk”

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 Findings

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 operator’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.

Opportunity for Improvement is an observation made which does not fully impact compliance but could potentially affect the PO’s ability to comply with RSB requirements in the future.

4.1.3 Major Non-compliances

<input 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 checked="" 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.
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4.1.4 Non-compliances and Current Status

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)
2020-1	Minor	Standards Checklist 1.4	Applicable standards and other normative documents not listed in documentation at the time of audit. Action Plan received Update: Applicable standards and other normative documents are now listed in documentation.	Closed
2020-2	Major	Standards Checklist 1.5	The Chain of custody model has not been clearly defined at the time of audit Update: Action Plan received The Chain of Custody mode selected is "product segregation" as noted on the sustainability declaration	Closed
2020-3	OFl	Standards checklist 3.2	Environmental risk system to be integrated into overall risk system to ensure compliance in future. Action Plan received	Open
2020-4	Major	Standards checklist 6.3.3	Certification scheme not listed Update: Action Plan received "RSB Global" is now noted on template Sustainability Declaration	Closed
2020-5	Major	Standards checklist 6.3.4	GHG value in gCO ₂ /t, not listed on delivery document templates Update: Action Plan received Delivery note was updated to include the correct unit	Closed

2020-6	Minor	Standards checklist 9.3.2	<p>A written documentation of the LCA methodology was not available at the time of audit</p> <p>Update: Action Plan received Updated LCA has been submitted and approved</p>	Closed
2020-7	Minor	Principle 9.b.2	<p>There is no description of the water recycling or efficiency program in the water management plan or ESMP</p> <p>Update: Action Plan received</p>	Open
2020-8	Major	Standards checklist 14.13.1, 14.5	<p>No short claim noted on delivery materials. Functional unit is not correctly stated.</p> <p>Update: Action Plan received</p> <p>Updated shipping document template includes short claim and correct functional unit.</p>	Closed
2020-9	OFI		<p>Uploaded documents with "blacked out" areas make pre-audit assessment impossible. All documentation is covered under confidentiality agreements.</p>	Open

5.0 CERTIFICATION DECISION

Certification Recommendation		
For Initial and Re-certifications: Operator to be awarded RSB certification subject to the minor non-compliances stated in Section 4.2.5.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
For Surveillance Audits: Operator is to continue as an RSB certified Participating Operator subject to the minor non-compliances stated in Section 4.2.5.	Yes <input 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 checked="" type="checkbox"/> No <input type="checkbox"/> No Major NCs issued <input 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:		
To be completed by Certification Decision-Making Entity	Technical Review by: If different to decision-maker	Inna Kitaychik
	Certification decision:	SCS approved certification against the standards listed in Section 1.2.2
	Certification decision by:	Inna Kitaychik
	Date of decision: For initial or continued certification	December 24, 2020* *Changes were made to this report following the Decision which had no material impact on the decision.
	Surveillance schedule:	1 st surveillance audit by January 14, 2022 Notes: