

GGLS4 – Transaction and Product Certificate

Green Gold Label Program

Version 2013.1 (January 2013)

Preface

The quality system of GGL certified products is focussed on a tracing system for biomass from (residual) products (and its energy produced) back to the sustainable source.

The proven sustainability of the biomass is realised in the GGL system by the following:

- declarations of certified suppliers which are verified,
- a certified chain management system at the supplier's end,
- certificates pertaining sustainability of sources,
- certificates of clean shipment and clean storage and transport space,
- Transaction Certificates that guarantee that claims of GGL-approved sustainability of the shipment have been made rightfully.

Scope

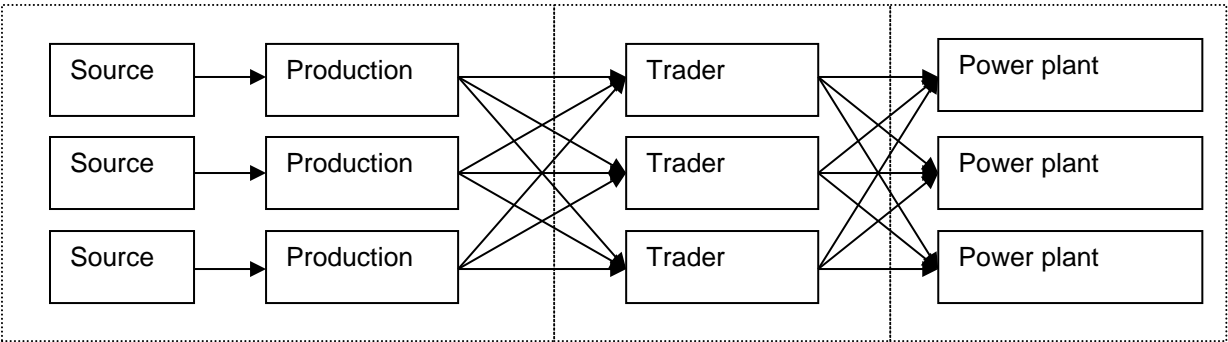
Biomass originating from (residual) products from agricultural, forestry and related branches can be accepted by GGL standards. The biomass (solid recovered fuels) shall consist of organic/vegetal material that comes from well-managed woods, (public) zones of vegetation and agricultural grounds according to the GGL principles and standards.

Introduction

A GGL Transaction Certificate is issued on a defined amount of material (like a delivery within a contract) when it complies with the principles of GGLS4. If the sold batch of material consists of material that (partly) was covered by a previous Transaction Certificate, a Transaction Certificate can only be made when the previous Transaction Certificate has been redeemed.

The GGLS4 standard consists of 3 functional parts (principles):

- Source and production (chain of custody producers)
- Trader, transport en storage (chain management system for transport)
- Energy plant (completion and company's quality system)



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All necessary documents for transaction certification are collected in an (electronic) document file. This file is called the Green Gold Label file. A GGL file, which contains all necessary documentation, is the basis and the evidence for issuing a GGL Transaction Certificate.

Confidentiality

The GGL file serves as the basis of the certificate. The information in the GGL file shall be treated as confidential by the certifying body. A GGL file is kept for 5 years after approving or disapproving a GGL Transaction Certificate. The file can be used during accreditation audits or investigations initiated by the GGL foundation, such as arbitration. Only independent certification bodies that are accepted by the GGL foundation can perform these investigations after having signed a confidentiality agreement.

Green Gold Label file

The delivered biomass can be labelled as:

GGL Controlled

GGL Certified

GGL NTA8080 Certified

A Transaction Certificate can only relate to either controlled, certified or NTA8080 certified material. In case a shipment contains material in two or more of these classifications, separate Transaction Certificates shall be made for each part, based on a mass balance calculation.

A Transaction Certificate has a maximum term of validity of 14 months after date of issue.

Only GGL certified companies can apply for a Transaction Certificate.

The complete GGL file has to include the next points:

- Cover letter with reference to all evidences.
- Transaction Statement.
- Copy of Transaction Certificates of all delivering parties (N/A for the first part in the chain)
- Transport documents for all transports from the trader to the recipient
- Valid certificates of cleanliness of all means of transport and storage from origin to recipient

Storage facilities should always be included in the GGLS1 scope. In this case the following documents will be waived if procedures are in place for regular inspections by the party that is being audited:

- transport documents and cleanliness certificates for any transport between production facility and storage location,
- cleanliness certificate for the storage facility itself

The producer will be the first party in the chain that can apply for a Transaction Certificate. The Transaction Certificate will be issued in twofold; one original and one copy. The copy needs to be forwarded to the next party in the chain. Upon receipt, this party can request the next Transaction Certificate.

Glossary

See GGL Glossary

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Principles

Principle 1	Source and production (chain of custody producers)
Criteria	<ul style="list-style-type: none">1.1 The Transaction Statement, as such made by the trading department of GGLS1 certified producer, shall comply with the following:<ul style="list-style-type: none">1.1a The statement has to come from (the trading department of a) GGLS1 certified producer1.1b The Transaction Statement shall indicate the same mass as the total weight of the physical shipment or batch.1.1c The Transaction Statement has to be signed.1.1d It shall state the correct calculated total emissions from the use of the fuel (E) as covered under the GGLS1 calculation sheet.1.2 The Transaction Statement (from the trading department) shall be accompanied by one or more valid signed producer's claims:1.3 The producer claim is only valid when it refers to a certain amount of biomass produced by a GGLS1 certified producer or a raw material supplier certified (as producer) by an approved certification programme (see GGL approved certification systems)1.4 Valid certificates of cleanliness of all transport and bulk handling equipment shall comprise the point from which the material leaves the GGLS1 system until the point at which the recipient receives the GGLS1 material as covered by the Transaction statement.1.5 Valid certificates of cleanliness shall comply with one the following ways of issuance:<ul style="list-style-type: none">1.5a Either via an independent ISO 17.020 accredited inspection body1.5 b Or via by an inspection body, which correctness and impartiality is covered via an additional permission procedure at the GGL Foundation.
Principle 2	Chain of custody system for transport and traders ¹
Criteria	<ul style="list-style-type: none">2.1 The Transaction Statement available and shall comply with the following:<ul style="list-style-type: none">2.1a The statement can only be issued by a GGLS1 certified trader2.1b The Transaction Statement shall indicate the same mass as the total weight of the Transaction Certificate.2.1c The Transaction Statement has to be signed.2.2 Transport documents for all transports from the traders to the recipient should be available. Only internationally and nationally recognized transport documents (e.g. "Bill of Lading") are valid2.3 Valid certificates of cleanliness of all transport and bulk handling equipment used from the trader to the recipient shall be available and comply with the following:<ul style="list-style-type: none">2.3a They shall cover the transport chain from the trader to the recipients, as covered by the Transaction statement.2.3b These certificates are valid when issued by either an independent ISO 17020 accredited inspection body, or issued by an inspection body where the

¹ Principle 2 criteria are not applicable for shipments directly from the producer to the recipient, without any storage or transshipment, like direct lorry transport from the producer to the power plant or conveyor belt transport.

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correctness and impartiality of the statement is covered in another way (permission is required from the GGL foundation for this).

- 2.4 Copies of the Transaction Certificates of the incoming material. The Transaction Certificate should comply with a GHG savings score of at least 60% (GGLS8).

Principle 3 Energy company

- Criteria
- 3.1 The power plant receiving GGL biomass and transferring it into energy shall request a product certificate based on the Transaction Certificate as an evidence that the material has actually been used to generate energy and not been sold on.
- 3.2 In order to issue a product certificate, the following documents are required: Transaction Certificate, Transaction Statement and transport documents of last shipment.
- 3.3 A signed statement by the energy plant management that in the period to be covered by the product certificate the designated amounts of biomass mentioned on the specified Transaction Certificates has factually been fed into the energy plant.
- 3.4 All product certificates shall comply with the following:
- 3.4a The Transaction Certificates shall be issued to the trade department of the GGLS1 certified producers or GGLS1 certified traders.
- 3.4b The requesting power plant shall be GGLS6 certified.
- 3.4c A product certificate is only valid when it refers an approved certification programme (see GGL approved certification systems)
- 3.4d The product certificate shall state the total amount of material sold in that batch. It shall also state the calculated total emissions from the use of the fuel (E).
- 3.4e The Production Certificate should comply with a GHG savings score of at least 60% (GGLS1).

Note: if a power plant decides not to process the biomass material itself, but to sell it on to another party, the power plant will be considered as a trader and the documents as stated under principle 2 will apply.

Certificate

When the above-mentioned certificates, documents and statements fully comply with the three functional parts (principles) a product certificate is issued on the net amount of biomass. Compliance with either principle 1 or principle 2 will result in a Transaction Certificate. The transaction/product certificate shall be similar to the one shown in annex A or B respectively. The GGL file shall be kept by the approved certification body at least 5 years after the date of issuing the Transaction Certificate.

A transaction/product certificate shall state:

- The name and address of the operator.
- The certificate number and program name supporting the GGL claim on the material.
- The transaction/product certificate number
- The numbers of other certificates that are part of the current transaction (when separating or merging certificates).
- A claim stating that the current operator will not in any way be made liable for any incorrect claims that are made by its predecessors (in case of prior transactions).

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ANNEX A GREEN GOLD LABEL TRANSACTION CERTIFICATE

1. Issuing body or authority (name and address) CONTROL UNION CERTIFICATIONS P.O. BOX 161 8000 AD ZWOLLE THE NETHERLANDS	2. Serial number of the certificate PPPPPP.2012.TC0000
3. Seller of the product (name and address) COMPANY STREET ZIP CODE, LOCATION COUNTRY	4. Trade name of the product WOOD PELLETS
6. Consignee (name and address) COMPANY STREET ZIP CODE, LOCATION COUNTRY	5. Country of dispatch COUNTRY
9. Marks and numbers. Container No.(s). Numbers and kind. Date on consignment: Date of Bill of Lading or transport documents: Shipment number : Vessel name (if applicable):	7. Country of destination COUNTRY
10. Gross mass (load port) XX,XXX.XXX MT	8. Address of destination STREET ZIP CODE, LOCATION
11. Net mass (discharge port) XX,XXX.XXX MT	12. GHG emission-value (E) per batch GHG emission-value/MT Production Truck Train Sea Total Average GHG emission/MT XX,XXX.XXX kg CO ₂ /MT
13. Declaration of the body issuing the certificate This is to certify that the products designated above have been obtained in accordance with the appropriate Standard of the Green Gold Label Foundation, as set out and monitored by the control body mentioned in box 1. Notwithstanding this certificate, the legal owner of the product will remain accountable for the quality of the product and its compliance with applicable GGL requirements. Such accountability can under no circumstances be transferred to the Certification Body responsible for issuing this certificate, or the "Stichting Green Gold Label" as the legal owner of the GGL standards. Neither the certification body issuing this certificate nor the "Stichting Green Gold Label" can be held liable in any way based on this certificate. Only the consignee mentioned in this certificate (Box 6) is entitled to make a reference to the purchased Green Gold Label biomass, and only if in doing so the (aggregate) amount of purchased biomass is stated in tonnes. The seller of the product will not in any way be made liable for any incorrect claims that are made by its predecessors (in case of prior transactions). This certificate is valid until 14 months maximum after the issuing date.	
14. Place and issue of the certificate Date Name and signature of authorised person On behalf of the Managing Director	Stamp of issuing body

***Explanatory notes**

Box 1: Control Body for the compliance with GGLS4 Standard of the Green Gold Label Foundation.

Box 3: The Company that carried out the last operation (processing, packaging, labelling) on the batch.

Box 6: The address of the company where the batch will be delivered.

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ANNEX B GREEN GOLD LABEL PRODUCT CERTIFICATE

2. Issuing body or authority (name and address) CONTROL UNION CERTIFICATIONS P.O. BOX 161 8000 AD ZWOLLE THE NETHERLANDS	2. Serial number of the certificate PPPPPP.2012.PC0000
3. Seller of the product (name and address) COMPANY STREET ZIP CODE, LOCATION COUNTRY	4. Trade name of the product WOOD PELLETS
6. Consignee (name and address) COMPANY STREET ZIP CODE, LOCATION COUNTRY	5. Country of dispatch COUNTRY
9. Marks and numbers. Container No.(s). Numbers and kind. Date on consignment: Date of Bill of Lading or transport documents: Shipment number : Vessel name (if applicable):	7. Country of destination COUNTRY
10. Gross mass (load port) XX,XXX.XXX MT	8. Address of destination STREET ZIP CODE, LOCATION
11. Net mass (discharge port) XX,XXX.XXX MT	12. GHG emission-value (E) per batch GHG emission-value/MT Production Truck Train Sea
13. Declaration of the body issuing the certificate This is to certify that the products designated above have been obtained in accordance with the appropriate Standard of the Green Gold Label Foundation, as set out and monitored by the control body mentioned in box 1. Notwithstanding this certificate, the legal owner of the product will remain accountable for the quality of the product and its compliance with applicable GGL requirements. Such accountability can under no circumstances be transferred to the Certification Body responsible for issuing this certificate, or the "Stichting Green Gold Label" as the legal owner of the GGL standards. Neither the certification body issuing this certificate nor the "Stichting Green Gold Label" can be held liable in any way based on this certificate. Only the consignee mentioned in this certificate (Box 6) is entitled to make a reference to the purchased Green Gold Label biomass, and only if in doing so the (aggregate) amount of purchased biomass is stated in tonnes. The seller of the product will not in any way be made liable for any incorrect claims that are made by its predecessors (in case of prior transactions). This certificate is valid until 14 months maximum after the issuing date.	
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