



LegalSource™ Re-assessment Report for Solid Parkiet spółka cywilna

Re-assessment 2019

Report date: 24.11.2019

Certificate code: NC-LS-017279

First Issue date: 24th November 2014

Current Issue date: 24.11.2019

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LegalSource Audit Report Template:	
Document Code:	LS-03
Type of document:	LegalSource Audit Report Public Summary
Scope:	International
Status of document:	Approved
Version:	V 2.0
Date:	25 th January 2017
Consultation period:	N/A
Approval body:	NEPCon
Contact person:	Christian Sloth, Forest Legality Programme Manager
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A. Introduction

The purpose of this report is to document conformance with the requirements of the LegalSource standard by Solid Parkiet s.c. hereafter referred to as "Organisation". The report presents findings of LegalSource auditors, who have evaluated the Organisation's systems and performance against the applicable requirements. The sections below provide the audit conclusions and follow-up actions required by the Organisation.

Dispute resolution: If stakeholders have concerns or comments about the LegalSource standard or the auditing body, they are encouraged to contact their closest NEPCon regional office. Formal concerns and complaints should be sent in writing.

B. Scope

The LegalSource audit, report and certificate covers the following scope:

Report Type	
Report type:	Public Summary

Organisation Details	
Primary contact:	Anna Budyn – Świerczek - co-owner
Address:	ul. Wolicka 7, 32 – 830 Wojnicz, Polska
Tel/Web/Email:	+48146787500 , solidparkiet@solidparkiet.pl http://solidparkiet.pl/
Jurisdiction of primary legal entity:	Poland
Primary Activity	Secondary Manufacturer
2019 description of Organisation:	<p>Manufacturer of floor products. Single site with 1 factory located in the south of Poland.</p> <p>The LegalSource certificate scope of Organisation covers the production of solid wood floor planks made of native to Poland broad-leaved species: <i>Quercus robur</i> [mainly], <i>Quercus petraea</i>, <i>Fraxinus excelsior</i>, <i>Acer pseudoplatanus</i>, and one foreign species - <i>Quercus rubra</i>. Additionally FSC certified <i>Pinus Sylvestris</i> and <i>Picea abies</i> plywood is used. The sawn-wood material is sourced locally (south of Poland). Species other than oak are used occasionally and main production is based on oak.</p> <p>Solid Parkiet sources all of its wood material from southern regions of Poland (Podkarpackie, Małopolskie, Śląskie). Annual material turnover runs from 1200 m³ (2017) up to 1900 m³ (2018). Nearly all roundwood sourced by sawmills (Solid Parkiet suppliers) derives from FSC certified state forests. The proportion of FSC sourced material entering these sawmills may vary between 97% - 100%. The rest comes from single, non-certified SLIMF private forest located nearby the Solid Parkiet location (15 km) and from 2018 - PEFC certified FMUs of RDLP Krosno State Forest (northern region, FSC low risk only: nadleśnictwa Tuszyna, Strzyżów, Leżajsk, Krasiczyn, Oleszyce, Jarosław, Głogów, Lubaczów, Brzozów, Dukła). FMUs are low risk in FSC CNRA for Poland.). FSC controlled wood approach used as verification of PEFC certified input (CNRA 2018).</p>

	<p>Organization has implemented a Due Diligence System (DDS) and Chain of Custody (CoC) system for Polish region only. All input material is coming from sawmills and FMUs located south of Poland (except FSC certified plywood). No import. These systems seek to avoid the wood from non-approved FMUs that might enter sawmills. Solid Parkiet ensures that, for LegalSource production and claims following wood categories are used:</p> <ul style="list-style-type: none"> - FSC 100% certified, - 100% PEFC certified only from regions identified as low risk in FSC CNRA for Poland 2018 - Single approved SLIMF private forest visited on-site and evaluated annually. <p>Within Solid Parkiet, the sawn timber is segregated, stored, dried, and placed at production unit. Further the final product (flooring board) is packed and sold in German and other western European markets.</p>
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Certificate Scope	
Certificate Type	<input checked="" type="checkbox"/> Single site certificate <input type="checkbox"/> Group/ Multi-site certificate
Standards Evaluated:	<input checked="" type="checkbox"/> LegalSource Standard (LS-02) v2 <input checked="" type="checkbox"/> NEPCon Generic Chain of Custody Standard (NC-STD-01) <input type="checkbox"/> NEPCon Generic Group & Multi-Site Standard (NC-STD-02)
Product scope:	<p>Floor Parquet 4409 29 91 Floor Lam-parquet 4409 29 91 Solid wood floor panels 4409 29 91 Lamela 4408 90 15</p> <p>European oak (<i>Quercus robur</i>, <i>Quercus petraea</i>) European ash (<i>Fraxinus excelsior</i>), Red oak (<i>Quercus rubra</i>).</p> <p>FSC 100% Plywood: <i>Pinus Sylvestris</i>, <i>Picea abies</i>.</p>
Changes to certificate scope since last audit:	<p>In 2019 following species have been removed: <i>Robinia pseudoacacia</i>, <i>Betula pendula</i>, <i>Betula pubescens</i>, <i>Fagus sylvatica</i>, <i>Acer pseudoplatanus</i>, <i>Prunus avium</i>.</p> <p>In 2019 following species have been added: <i>Pinus Sylvestris</i> and <i>Picea abies</i> in a form of FSC certified plywood from Paged Sklejka, Poland.</p> <p>No other changes to certificate scope.</p>
Certificate Sites or Group members	
X No other sites	

Evaluation Process	
Audit team:	Piotr Nowak – LS / FSC / PEFC auditor
Description of Audit Process:	<p>2019 re-assessment evaluation process has been conducted on-site on 8 of August (sample of suppliers) and 1 October 2019 at the main office, factory site location - Wojnicz, near Tarnów, Poland.</p> <p>The owners of the company, daily management staff, certificate responsible person and auditor were present at opening meeting. Organization was informed about data and information protection policy as well as the methodology of the auditing and approval process.</p> <p>At this second stage, the following procedures and documents were assessed:</p> <ul style="list-style-type: none"> - DDS procedures - risk evaluation - material ordering system - checking of the incoming material - purchase policy of the company - supplier declaration signed by new supplier - purchase and sale invoices. - supplier list - access to FSC CNRA for Poland <p>During the field visit, the organization's site was visited to confirm management quality, scope of production, species used and stored, quantities, source of material, knowledge of staff, received material storage areas, sawing and production lines and halls, drying compartments and final product storage sites. Key workers were interviewed in connection to general understanding of due diligence procedures, receiving, storing, production and final sale of wood.</p> <p>The closing meeting was conducted where audit conclusions were provided verbally.</p> <p>Supplier sample audit has been conducted on-site at 2 chosen suppliers:</p> <p>A. Firma Usługowo- Handlowo- Produkcyjna Dróżdż Mariusz - 39-217 Grabiny 94A, 889 511 653</p> <p>Interview with owner and workers have been performed, round wood and sawn wood inspected to confirm origin by digit identity numbers. Following documents were checked: availability of signed wood origin declaration, round wood purchase invoices, transport forest dispatch tickets: nr 6/201915154/6175 z dnia 26.07.2019, z N-ctwa Dębica, L-ctwo Chotowa na Db 6,99 m3, nr. 1/201915073/6144 z dnia 26.07.219, N-ctwa Dębica, L-ctwo Wolica na Db 2,41 m3.</p> <p>Stwierdzono zakupy z nadleśnictw RDLP Krosno, np. Lubaczów – sprawdzić procedurę segregacji i obowiązek segregacji w treści deklaracji.</p> <p>B. ZPHU " TRAK " Marta Nowak i Mirosław Nowak S.C. - 39-217 Grabiny 130A, 607 231 570</p> <p>Interview with owner and workers have been performed, round wood and sawn wood inspected to confirm origin by digit identity numbers. Following documents were checked: legal registry of the company; <i>Wyciąg z Centralnej Ewidencji Informacji o Działalności Goadarczej</i></p>

	<i>dated 9.04.2017 by Ministerstwo Rozwoju</i> , availability of signed wood origin declaration, round wood purchase invoices, transport forest dispatch tickets: nr 8/201912614/6104 z dnia 30.04.2019 z N-ctwa Gorlice, L-ctwa Ropica Górna na DB 19,41 m3. Nr 2/201917132/6825 z 11.032019 z N-ctwa Oleszyce na Db 26,25 m3.
Actions taken by Organisation prior to report finalisation:	No additional actions required or taken
Notes for the next audit:	No notes

C. Audit Findings

Audit Conclusion:	
Organisation approved: No non-conformances issued	<input checked="" type="checkbox"/>
Organisation not approved:	<input type="checkbox"/>
<p>Additional comments: Low risk LS certificate holder. The scope of the LegalSource certificate and material procurement due diligence system of Organisation is limited to local suppliers and FMUs. Organization sources its wood entirely from south of Poland. No import takes place. In 2014 – November 2018 period no "LegalSource" certified sale has taken place. 2019 re-assessment confirmed low risk sources of wood and no LS sale applicable.</p>	

Non-Conformances

Non-conformance reports (NCRs) describe the non-conformances identified during audits. NCRs include defined timelines for the Organisation to demonstrate conformance. MAJOR non-conformances issued during assessments/reassessments shall be closed prior to issuance of the certificate. MAJOR non-conformances issued during annual audits shall be closed within the timeline against standard requirements are shown below:

No non-compliances identified during 2018 annual audit.

Observations

Observations (Obs) are issued for the early stages of a problem which does not in and of itself constitute a non-conformance, but which the auditor considers may lead to a future non-conformance if not addressed by the Organisation or where general improvements may be made. Where applicable, all observations are shown below:

No observations were formulated during audit.

D. Closed Non-Conformances

Closed Non-Conformances

This section indicates where the Organisation has adequately addressed non-conformances issued during or since the last audit.

Any non-conformances which cannot be closed remain open and appear in Section C (above). Failure to comply with a minor non-conformance results in the NCR being upgraded to major; the specified follow-up action is required by the Organisation or involuntary suspension will take place.

No NCRs issued in 2018

E. LegalSource Due Diligence Checklist (CONFIDENTIAL)

(LegalSource standard (LS-02) requirements 1 – 9)

This section provides a summary of the Organisation's conformance against the LegalSource standard (LS-02) requirements 1 - 9. This checklist shall be used for evaluation of organisations which apply for LegalSource certification. It contains the requirements for a credible due diligence system to avoid sourcing and using illegal forest based material.

G. Legal compliance in the supply chain (CONFIDENTIAL)

(LS-02 NEPCon LegalSource Standard, Annex 2)

Standard Checklist

H. Chain of Custody (CoC) (CONFIDENTIAL)

(NC-STD-01 NEPCon Generic CoC Standard)

This section contains an evaluation of the Chain of Custody system for entities included in the scope of the Organisation's LegalSource certification. This allows for assessment of the risk of mixing in the supply chain at the Organisation's facilities or at Suppliers' facilities.

Appendix 1: Overview of Products/ Supply Chains Evaluated (CONFIDENTIAL)

Appendix 2: Exhibit List (CONFIDENTIAL)

List only those evidences that have been collected and included in the exhibits file.