

Checklist for inspection of the operations that supply waste and residual materials (waste producers)

Random inspection based on the supply relationship to the following REDcert system participant		<b>Name of the inspection organisation</b>	<b>Internal inspection report no. of the inspection body</b>
<b>Name of operation</b>	<b>Participant. no.</b>		

**Please enter all information legibly!!!**

Operation/operating site (hereinafter referred to as operation):  
(Stamp if applicable)

Company name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Person responsible: \_\_\_\_\_

Inspection information

Inspection date: \_\_\_\_\_ from \_\_\_\_\_ a.m./p.m. to \_\_\_\_\_ a.m./p.m.

Inspection type:  Scheduled system inspection  Follow-up inspection

Name of the inspector: \_\_\_\_\_

Scope of random inspection of waste producers: \_\_\_\_\_ Accounting checks **and** \_\_\_\_\_ On-site inspections

Result of the inspection

Inspection result	Classification	Measures
<b>100%</b>	<input type="checkbox"/> <b>No</b> non-conformities REDcert requirements are completely satisfied	No corrective measures required
<b>75 - 99%</b>	<input type="checkbox"/> <b>Minor</b> non-conformities REDcert requirements are largely satisfied	Routine documentation, agree on corrective measures, check implementation
<b>&lt; 75% or KO</b>	<input type="checkbox"/> <b>Major</b> non-conformity/conformities REDcert requirements are not fulfilled	Send inspection report to REDcert and BLE (within 24h after the inspection) <b>Follow-up inspection required</b>

Follow-up inspection required? No  Yes  Proposed date: \_\_\_\_\_

Copy received

\_\_\_\_\_  
Signature of the inspector

\_\_\_\_\_  
Signature of the person responsible at the operation

For accuracy:	
_____ Date	_____ Signature of the person responsible at the certification body

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<b>Key:</b> A=Complete compliance; B=Almost complete compliance, C=System requirements only partially satisfied, D=System requirements not satisfied, N/A=System requirements not applicable							
<b>Name of the operation:</b>			<b>Inspection date:</b>				
<b>No.</b>	<b>Criterion/requirement</b>	<b>Evaluation</b>					<b>Comments/description of the inspected documents/records/certificates</b>
		<b>A</b>	<b>B</b>	<b>C</b>	<b>D/KO</b>	<b>N/A</b>	
<b>1</b>	<b>General system requirements</b>						
1.1	The supplied waste or residual material only contains biomass that complies with the biomass ordinances.						
1.2	The supplied waste or residual material only contains materials listed in Art. 2 (10) & (11) of the Biomass Electricity Sustainability Ordinance (Biokraft-NachV) in conjunction with Art. 2 (1) of the Ordinance on the List of Waste Materials						
1.3	If the waste or residual material originates from agriculture, forestry and fishing or from aquacultures, the requirements stipulated in Art. 4-7 of the Biokraft-NachV or BioSt-NachV are satisfied.						
1.4	The declaration of the supplied waste or residual material is complete and correct.						
1.5	The respective waste or residuals are not intentionally mixed at any time completely or in part with animal oils or fats.						
1.6	Waste and residuals were not produced intentionally.						
1.7	Plant-based fats and oils are used within the normal framework.						

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		A	B	C	D/KO	N/A	
1.8	The supplied biomass or liquid or gaseous biofuels are not only classified as waste or residual materials because they have passed their expiry date or because they do not satisfy the requirements of Art. 37b of the BImSchG (Federal Immission Control Act) or the ordinance on the composition and labelling of the quality of fuels and combustibles.						
1.10	The self-declaration(s) submitted to the collection point is/are legible, complete and correct.						
<b>2</b>	<b>Social responsibility</b>						
2.1	The following basic ILO core conventions are valid at a minimum in the country and are respected in the operation: ILO 29, 87, 98, 100, 105, 111, 138, 182						
<b>3</b>	<b>Records and documents</b>						<input type="checkbox"/>
3.1.	All of the records and shipping documents required to check the requirements above are up-to-date, complete and available.						
<b>Evaluation of the audit results</b>		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>N/A</b>	<input type="checkbox"/> <b>KO (no certificate)</b>
Number of evaluations		0	0	0	0	0	0
Total of all evaluations (not including N/A evaluations)		0					
<b>Inspection results as a %</b>							
No. of points ( A=20 pts, B=15 pts, C=5 pts, D=0 pts, N/A=0 pts, KO = no certificate)		0	0	0	0	0	0

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No.	Criterion/requirement	Evaluation					Comments/description of the inspected documents/records/certificates
		A	B	C	D/KO	N/A	
	Total of all points	0					
	Max. number of points	0					
	Inspection result as a % (total of all points divided by the max. number of points * 100)	#DIV/0!					

Action plan

No.	Criterion/requirement	Evaluation			Comments	Agreed corrective measures	Deadline for implementation	Inspection of implementation of the corrective measures by the auditor	
		B	C	D/KO				Date	Result (fulfilled / not fulfilled)