



LegalSource™ Audit Report for Solid Parkiet spółka cywilna

Annual audit 2018

Report date: 21 January 2019

Certificate code: NC-LS-017279

Issued date: 24th November 2014

Organisation Contact

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LegalSource Audit Report Template:	
Document Code:	LS-03
Type of document:	LegalSource Audit Report Template
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
2017 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 broad-leaved species: <i>Quercus robur</i> [mainly], <i>Quercus petraea</i>, <i>Fraxinus excelsior</i>, <i>Betula pendula</i>, <i>Betula pubescens</i>, <i>Fagus silvatica</i>, <i>Acer pseudoplatanus</i>, <i>Prunus avium</i> and two foreign species <i>Quercus rubra</i>, <i>Robinia pseudoacacia</i>. The material is sourced locally. Species other than oak are used occasionally.</p> <p>Solid Parkiet sources all of its wood material from southern regions of Poland (Podkarpackie, Małopolskie, Śląskie). 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). From 2018/19 some minor amounts also derive from PEFC certified RDLP Krosno State Forest (northern region, low risk area only). 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. No import. These systems seek to avoid the wood from non-approved FMUs that</p>

	<p>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 - 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>), <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>
Changes to certificate scope since last audit:	<p>No changes to certificate scope.</p> <p>Other current and planned changes:</p> <ol style="list-style-type: none"> 1. Changes to wood origin: PEFC certified FMU is being used since 2018 – RDLP Krosno, nadleśnictwa Tuszyna, Strzyżów, Leżajsk, Krasiczyn. FMUs are low risk in FSC CNRA for Poland. 2. Option for 2019: 2 new species may be considered to be placed in the scope in 2019/20: <i>Pinus sylvestris</i>, <i>Picea abies</i>. At the date of audit no actual supplies made yet. No approved suppliers of above species listed.
Certificate Sites or Group members	
X No other sites	

Evaluation Process	
Audit team:	Piotr Nowak – LS / FSC / PEFC auditor
Description of Audit Process:	<p>2018 annual evaluation process has been conducted on-site on 6 November 2018 at the main office and factory site location - Wojnicz, near Tarnów, Poland.</p> <p>The owners of the company, daily management staff, ISO 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 - ISO 9001 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. <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>
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"/>

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.

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.

Non-Conformance #:	01/17	
Non-Conformance Grading:	MAJOR <input type="checkbox"/>	Minor <input checked="" type="checkbox"/>
Standard & Requirement:	LegalSource Standard (LS-02) v2, Requirement 1.1	
Description of Non-conformance:	The organization has created general purchase policy based on LegalSource requirements and templates. The policy has been signed and implemented throughout the company and supply chains from 2014. Suppliers are informed on purchase and trade policy in writing. Document (the policy) were not however publicly available at the day of evaluation.	
Corrective action request:	Organisation shall implement corrective actions to demonstrate conformance with the requirement(s) referenced above. Note: Effective corrective actions focus on addressing the specific occurrence described in evidence above, as well as the root cause to eliminate and prevent recurrence of the non-conformance.	
Timeline for Conformance:	12 months from report finalisation date	
Evidence Provided by Organisation:	Purchase policy at https://www.solidparkiet.pl/polityka-odpowiedzialnosci-zakupowej/ Exh 05.	
Findings for Evaluation of Evidence:	After 2017 audit, organization placed its purchase policy at the website that is publicly available.	
NCR Status:	Closed	
Comments (optional):	N/A	

