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COVID-19: ENplus® Guidance

BRUSSELS, 16/03/2020

Foreword

The COVID-19 pandemic outbreak resulted in travel restrictions that are affecting the ENplus® inspections. This document provides guidance on the implementation of the ENplus® requirements during this period for the companies affected by medical and travel restrictions.

1. Scope

- 1.1. The Certification Body shall inform the **Competent Management** of the companies affected, according to their evaluation.
- 1.2. The Certification Body shall establish a **documented policy and process**, outlining the steps it intends to take in case that a certified organisation is affected by the COVID-19 event.
- 1.3. As soon as the travel and medical restrictions are lifted, inspections shall be conducted as per the ENplus® Handbook provisions.
- 1.4. These dispositions only apply to **companies which are affected by the COVID-19 event**, according to the evaluation of the Certification Body. They do not apply in any other case.

2. Inspections

- 2.1. The inspections schedule shall be adapted while the travel and medical restrictions remain in place.
- 2.2. The **initial inspection** shall be postponed for a period of **three months**.
 - 2.2.1. The Certification Body may appoint a remote inspection replacing an onsite inspection provided that proper conditions can be put in place for going through the audit (e.g., using videoconference tools). The inspection results shall be reviewed after the three months period comes to an end and reassessed accordingly. The Certification Body shall inform the Competent Management of the cases where a remote inspection is replacing an onsite inspection as per the ENplus® Handbook, Part 2, sect. 3.3 and 4.3 provisions.
- 2.3. The ± 3 months deadline for **surveillance inspections** falling into this time limit is extended for a period of **three months**.
- 2.4. The **renewal inspections** deadline falling into this time limit is extended for a period of **three months**.
 - 2.4.1. The Certification Body may appoint a remote inspection replacing an onsite inspection provided that proper conditions can be put in place for going through the audit (e.g., using videoconference tools). The inspection results shall be reviewed after the three months period comes to an end and reassessed accordingly. The Certification Body shall inform the Competent Management of the cases where a remote inspection is replacing an onsite inspection as per the ENplus® Handbook, Part 2, sect. 3.3 and 4.3 provisions.
- 2.5. The **renewal of the certificates** affected by the restrictions may be extended for a period of **three months** before its termination.

3. Suspensions and revocations

- 3.1. Suspensions that require **onsite corrective actions** shall remain in force until the verification of corrective actions can take place.
- 3.2. The Certification Body may appoint an alternative remote audit provided that they have the assurance that enough evidence is available.
- 3.3. The deadline for type C non-conformities pending to be verified is extended for a period of three months.
- 3.4. The lack of verification of corrective actions because of restrictions linked to COVID-19 **shall not lead to the revocation** of the certificate.

4. Informing the Licensees

- 4.1. The Competent Management should inform on written form the affected certified companies with an expired certificate, that they will not be subject to an automatic termination of their licensing contract as long as these guidelines remain in place.

5. Final provisions

- 5.1. National or local risks (flights cancellations, health risks, etc.) should also be considered in the evaluation of the Certification Body.
- 5.2. Some jurisdictions have legislated or have specific legislation covering the COVID-19 outbreak.