



**RULES FOR THE CERTIFICATION OF THE SUSTAINABILITY OF  
BIOFUELS, BIOLIQUIDS, BIOMASS FUELS, RENEWABLE FUELS OF  
NON-BIOLOGIC ORIGIN, RECYCLED CARBON FUELS, PRODUCTS  
FOR THE BIOECONOMY AND CIRCULAR ECONOMY**

**In force as from 27/05/2025**

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# 1. GENERAL

## 1.1 Aim

These Rules define the procedures applied by RINA Services S.p.A. (RINA) for the issue of certification:

a) **of the sustainability of biofuels, bioliquids, biomass fuels materials according to:**

- the voluntary scheme ISCC EU system “Sustainability International & Carbon Certification” managed by ISCC System GmbH (in the following ISCC EU) including any Add-on;
- the voluntary scheme “2BS Biomass Biofuels Sustainability” (in the following 2BS);
- the National Certification System for the Sustainability of Biofuels defined by the Decree of 7 August 2024 "NATIONAL SYSTEM FOR THE CERTIFICATION OF THE SUSTAINABILITY OF BIOFUELS, THE CERTIFICATION OF RENEWABLE FUELS OF NON-ORGANIC ORIGIN AND THE CERTIFICATION OF FUELS FROM RECYCLED CARBON", issued by the Minister for the Environment and Energy Security in agreement with the Minister for Economic Development and the Minister for Agriculture, Food Sovereignty and Forestry (hereinafter BIOC\_2024) including their low risk of indirect land use change (ILUC) characteristics;

b) **of the sustainability of biofuels of renewable fuels of non-biologic origin, recycled carbon fuels according to:**

- the voluntary scheme ISCC EU system “Sustainability International & Carbon Certification” managed by ISCC System GmbH (in the following ISCC EU)

c) **of the sustainability of sustainable aviation fuels according to:**

- the voluntary scheme ISCC CORSIA/ISCC CORSIA PLUS system managed by ISCC System GmbH (in the following ISCC CORSIA/ISCC CORSIA PLUS);

d) **of the sustainability of products for bioeconomy (food and feed products, technical/chemical applications, bioenergy not covered by the European Renewable Energy Directive) according to:**

- the ISCC PLUS system, managed by ISCC System GmbH (in the following ISCC PLUS) including any Add-ons.

e) **according to other certification schemes promoted by the same owners as the schemes of the previous chains, such as ISCC Carbon Footprint Certification, ISCC Credit Transfer System, 2BS Extra.**

Each part of these Rules specifies to which scheme the procedures are applicable.

These Rules also define how Organisations can apply for obtain, maintain and renew certification as well as how it may be suspended, withdrawn, renounced and transferred.

For any matters not covered by these Rules, reference is to be made to the “General contract conditions for conformity assessment activities”, available from the RINA web site.

## 2. ISSUE OF THE CERTIFICATE OF COMPLIANCE

### 2.1 Reference criteria for the Organisation

To obtain the Certificate of Compliance, an Organisation must meet the criteria/requirements contained in the agreed system and any additional elements required by the accreditation body or by the supervisory body of the system.

#### **BIOC\_2024**

The Organisation must demonstrate that its products comply with the National Certification System for the Sustainability of Biofuels defined by the Decree of 7 August 2024 "NATIONAL SYSTEM FOR THE CERTIFICATION OF THE SUSTAINABILITY OF BIOFUELS, THE CERTIFICATION OF RENEWABLE FUELS OF NON-ORGANIC ORIGIN AND THE CERTIFICATION OF FUELS FROM RECYCLED CARBON", issued by the Minister for the Environment and Energy Security in agreement with the Minister for Economic Development and the Minister for Agriculture, Food Sovereignty and Forestry, UNI/TS 11429 “Qualificazione degli operatori economici della filiera di produzione di biocarburanti e bioliquidi” (for all biofuels and bioliquids except biomethane) and for biomethane UNI/TS 11567 “Linee guida per la qualificazione degli operatori economici (organizzazioni) della filiera di produzione del biometano ai fini della tracciabilità e del sistema di equilibrio di massa”.

#### **ISCC EU**

The Organisation must demonstrate that its products/applications comply with the criteria defined in the ISCC EU documents available on the [www.iscc-system.org](http://www.iscc-system.org) website.

#### **ISCC CORSIA, ISCC CORSIA PLUS**

The Organisation must demonstrate that its products/applications comply with the criteria defined in the ISCC CORSIA, ISCC CORSIA PLUS documents available on the [www.iscc-system.org](http://www.iscc-system.org) site.

#### **ISCC PLUS**

The Organisation must demonstrate that its products/applications comply with the criteria defined in the ISCC PLUS documents available on the [www.iscc-system.org](http://www.iscc-system.org) site.

#### **2BS**

The Organisation must demonstrate that its products/applications comply with the criteria defined in the 2BS documents available on the <https://www.2bsvs.org/>.

## **2.2 Application**

Organisations which wish to obtain the Certificate of Compliance must provide RINA with the main data of their Organisation and of the service required, activities carried out, related products and other technical information, by filling in the “Informative Questionnaire” in all its parts and sending it to RINA.

In the case of group certification, the Organisation which is the coordinator of the group has to provide all the information of interest relevant to all the members in the group.

In case of signing framework agreement, the organization that acts as the contact person shall provide all information of interest related to each organization for which certification is requested.

The purpose of the information required in the Informative Questionnaire is to enable RINA to check in advance the implementation of some requirements of the regulatory reference documents and to prepare a suitable offer

If the Organisation accepts the offer, it makes its acceptance by sending RINA the specific form “request” enclosed with the quotation.

On receipt of the “request” and the relative annexes, and having checked they’re complete, RINA sends the Organisation written confirmation of its request.

The Organisation’s request, which makes specific mention of these Rules, and its acceptance by RINA, contractually formalise the relationship between RINA and the Organisation and the applicability of these Rules.

The offer issued for Organisations certifying for the first time shall include at least the surveillance of the first year of validity of the certificate, when applicable.

#### **ISCC EU, ISCC CORSIA, ISCC CORSIA PLUS, ISCC PLUS**

The Organization shall access the ISCC Hub online platform to register its data, selecting RINA as the certification body. The platform will assign a registration number to the Organization and will automatically forward an email to RINA who will be able to access the platform to approve the data entered.

## **2.3 Documents required to undertake the certification process**

The Organisation is to make available to RINA, together with the certification request or immediately after, the following documentation:

- Chamber of Commerce registration (or equivalent document) up to date and, in any case, less than six months old;
- Descriptive document of the Sustainability Management System (Manual or Procedure);
- Facsimile of the sustainability declaration and/or certificate;
- List of internal procedures which are important from the point of view of correct application of the regulatory reference documentation (i.e. warehouse management, procurement, process control, final control, sampling, delivery);
- Calculation methodology of CO<sub>2</sub>eq emissions and calculation spreadsheet with visible formula (for ISCC PLUS only if agreed Add on GHG);
- Mass balance report(s) also related to other certification schemes for which is certifies not the subject of

the contract<sup>1</sup>;

- List of external warehouses, if available.
- Where applicable, list of group members, accompanied by precise address, geo-coordinates, website if available, telephone number of a contact person and, where required, annual quantities supplied.

RINA may also request, at its discretion, other documents for review, in support of the information previously received, considered important for the purposes of the certification in question.

#### **BIOC\_2024**

In addition, in the case of an Organisation that intends to demonstrate that it meets the requirements of Article 13 of the Decree of 7 August 2024 "NATIONAL SYSTEM OF CERTIFICATION OF THE SUSTAINABILITY OF BIOFUELS, THE CERTIFICATION OF RENEWABLE FUELS OF NON-ORGANIC ORIGIN AND THE CERTIFICATION OF FUELS FROM RECYCLED CARBON" list of restaurants or other facilities producing used vegetable oils.

### **2.4 Compliance verification activities**

Compliance of the Organisation is checked by RINA by means of an audit programme which includes the following periodicity according to specific scheme.

Audits must be carried out in accordance with the following standards:

- ISO/IEC 17065 establishing requirements for product certification,
- ISO 19011 establishing guidelines for quality and/or environmental management systems auditing,
- Standard ISO 14065 establishing requirements for greenhouse gas validation and verification bodies for use in accreditation or other forms of recognition,
- Standard ISO 14064-3 establishing specification with guidance for the validation and verification of greenhouse gas assertions,
- International Standard on Assurance Engagements (ISAE) 3000 (Revised) regarding assurance engagements other than audits, or reviews of historical financial information.

RINA informs the Organisation of the names of the technical personnel who will perform the initial audit for the purpose of issuing the Certificate of Compliance; the Organisation may object to the appointment of these auditors, giving its reasons.

In order to perform the audits, the RINA technical personnel are to be given free access, also without notice, during normal working hours, to the premises and archives of the Organisation's site(s).

The appointed technical personnel agree with the Organisation, sufficiently in advance, on a date for the initial audit and send the audit plan to the Organisation in advance.

#### **BIOC\_2024**

- initial audit before the certification,
- for groups consisting of collection points of waste producers delivering up to 100 tonnes/year or of residues and traders handling both waste and residues and virgin materials a surveillance audit within 3 months of the initial audit;
- a surveillance audit, within 90 days (thirty days in the case of biomethane incentivized with the Biomethane Decree of 15/09/2022) from the issuance of the first sustainability declaration or sustainability certificate, and in any case no further than 6 months after the issuance of Organisation's certificate of conformity,
- the annual surveillance audits starting from the issuance date of the Organisation's certificate of conformity,
- the recertification audit to be carried out in the 6 months before the expiry of the certificate,
- a closure audit, applicable when the Organisation wishes to withdraw the certification.

#### **2BS**

- initial audit before the certification,

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<sup>1</sup> The mass balance report shall be understandable without further explanation from the Organization, for example there must be a clear indication of site and of the certification scheme, there must be a clear distinction between sustainable and non-sustainable products, the mass balance periods shall be clearly indicated and also the physical storage at the beginning and at the end of the mass balance period.

- annual surveillance, starting from the issuance date of the Organisation's certificate of conformity
- recertification audit to be carried out prior to the expiry date of the certificate.

#### **ISCC EU, ISCC CORSIA, ISCC CORSIA PLUS, ISCC PLUS:**

- initial audit before certification,
- recertification audit to be carried out prior to the expiry date of the certificate.

#### **ISCC EU, ISCC CORSIA, ISCC CORSIA PLUS**

If a new Organisation belongs to a high-risk supply chain (collecting, processing, storing or trading materials, which are or may be eligible for extra incentives in individual EU member states e.g. double-counting, such as waste and residues or waste and residue-based products), a six months surveillance audit after the first issuance of the certificate is necessary.

Also for organizations classified as "First Gathering Point" that collect agricultural crop residues, for "Central offices" handling agricultural crop residues or forest residues, and "Point of origin" individually certified it is necessary to conduct a surveillance audit six months after the date of the first issuance of the certificate.

For organizations classified as "Collecting Point" and "Traders" that are dealing with both, waste and residues and with virgin vegetable oils the surveillance audit shall be conducted three months after the first issuance of the certificate is necessary. This surveillance audit shall be conducted in addition to the audit that takes place six months after the first issuance of the certificate is necessary and shall follow the same risk-based approach.

#### **2BS for biofuels, bioliquids**

If a new Organisation belongs to a high-risk supply chain (collecting, processing, storing or trading materials, which are or may be eligible for extra incentives in individual EU member states e.g. double-counting, such as waste and residues or waste and residue-based products), a six months surveillance audit after the first issuance of the certificate is necessary.

Also for organizations classified as "First Gathering Point" that collect agricultural crop residues, for "Central offices" handling agricultural crop residues or forest residues, and "Point of origin" individually certified it is necessary to conduct a surveillance audit six months after the date of the first issuance of the certificate.

For organizations classified as "Collecting Point" and "Traders" that are dealing with both, waste and residues and with virgin vegetable oils the surveillance audit shall be conducted three months after the first issuance of the certificate is necessary. This surveillance audit shall be conducted in addition to the audit that takes place six months after the first issuance of the certificate is necessary and shall follow the same risk-based approach.

## **2.5 Initial Audit**

The initial audit consists in examining the information provided by the Organisation, the internal procedures which are important from the point of view of correct implementation of the reference regulatory documentation, the records, the greenhouse gas emission calculations made on the basis of the methodology chosen and correspondence between the documentation and on-site observations.

The above checks are made in accordance with the requirements of the reference regulatory documentation.

The above checks include verification of the truthfulness and completeness of the sustainability declarations and sustainability certificates and also, where applicable, of the availability of the social and environmental information. In the case of group certification, the checks cover all the Organisations in the group.

At the end of the audit, the Organisation will receive a report as follows:

#### **BIOC\_2024**

For Organizations already operating, which pass from another certification body or from a voluntary certification scheme, the initial audit is also aimed at ascertaining the positive outcome of the last closure audit carried out by the previous body certification or according to the voluntary certification scheme.

If the previous body's closure audit was unsuccessful, the initial audit cannot be successful, unless more than three years have passed since the changeover.

The Organisation will receive a RINA report containing the information required by the BIOC\_2024, including any non conformities found and/or recommendations.

The Organisation may indicate any reservations or observations it has concerning the non conformities or findings identified by the RINA auditors.

The contents of this report may subsequently be confirmed by RINA in writing.

If there is no written communication from RINA, the report is considered confirmed three working days after its

delivery to the Organisation.

### **ISCC EU, ISCC CORSIA, ISCC CORSIA PLUA, ISCC PLUS**

The Organisation will receive the ISCC signed and filled in audit report(s) and the “Non-conformity List”, if necessary.

The “Non-conformity List” must be countersigned by the person responsible in the Organisation.

### **2BS**

The Organisation will receive a RINA report(s), including any non conformities found and/or recommendations. Report(s) must be countersigned by the Organisation.

### **BIOC\_2024, ISCC EU, ISCC CORSIA, ISCC CORSIA PLUS, ISCC PLUS, 2BS**

Having analysed the causes of any non conformities indicated in the above report, the Organisation has to propose to RINA, by the date stated in the report, the necessary treatment of the non conformities, as well as the necessary corrective actions/measures and the time required for their implementation.

In the case of group certification, the corrective actions are to apply (if and to the extent applicable) to all the Organisations covered by the certificate.

Acceptance of these proposals and of the time required for their implementation will be communicated to the Organisation in writing by RINA.

## **2.6 Management of non conformities**

### **ISCC EU, ISCC CORSIA, ISCC CORSIA PLUS, ISCC PLUS, 2BS**

Reference shall be made to the requirements of the different schemes.

### **BIOC\_2024**

If critical and/or significant non-conformities<sup>2</sup> are found, the certification process is suspended.

RINA may consider the certification file closed, charging the time and expenses incurred up to that moment.

The Organisation may reapply for certification after a period of not less than 9 months.

Minor non conformities<sup>3</sup> must be resolved - with evidence of implementation - within a maximum period of 6 months from the closure of the audit.

RINA may perform a supplementary audit to ascertain the correct application of the proposed corrective actions by means of an on-site visit or on a documental basis, depending on the type of corrective action to be verified.

The above time limits may be varied in particular cases at the motivated request of the Organisation, in the judgement of RINA.

## **2.7 Issue of the certificate**

### **BIOC\_2024**

Following the satisfactory completion of the audit, examination by an independent technical reviewer as well as approval by the person in charge, the Organisation is issued a Certificate of Compliance valid for five years.

Prior to expiry, another audit is to be performed in order to guarantee continuity and maintain the same certificate number.

For details concerning the management and validity of the certificates of compliance issued by RINA, see chapter 3 below.

### **ISCC EU, ISCC CORSIA, ISCC CORSIA PLUS, ISCC PLUS**

Following the satisfactory completion of the audit, based on the ISCC System standards and related documents, examination by an independent technical reviewer as well as approval by the person in charge, the Organisation is issued a Certificate of Compliance valid for 1 year.

RINA uploads the certificate and supporting documentation to the ISCC HUB.

All certificates are published on the ISCC web site.

<sup>2</sup> For the definition of significant and/or critical non conformities see Decree 7-8-2024. In addition they can be also no compliance with one or more requirements of these Rules.

<sup>3</sup> For the minor non conformities see Decree 7-8-2024. In addition they can be also no compliance with one or more requirements of these Rules.

If the audit is unsuccessful, RINA only sends the documents requested by the scheme to ISCC GmbH to ISCC GmbH.

## **2BS**

Following the satisfactory completion of the audit, based on the 2BS System standards and related documents, examination by an independent technical reviewer as well as approval by the person in charge, the Organisation is issued a Certificate of Compliance valid for 5 years.

On successful audit completion, RINA uploads on 2BS website (reserved area) the Certificate of Compliance and the documents requested by the scheme.

All certificates are published on the [www.2BS.org](http://www.2BS.org) web site.

## **3. MAINTENANCE OF CERTIFICATION**

### **3.1 Maintenance audits**

During the period of validity of the Certificate of Compliance, the Organisation must maintain unchanged the conditions according to which certification was granted.

For this purpose, RINA undertakes periodic maintenance audits, as indicated in the following paragraphs and informs the Organisation of the audit outcome as stated in chapter 2, as applicable.

During the periodic maintenance audits, in addition to the checks as per paragraph 2.5, also the actions taken following the identification of non conformities during the previous audit will be reviewed and also how the Organisation communicates its certification.

The appointed technical personnel agree with the Organisation, sufficiently in advance, on a date for the periodic maintenance audit and send the audit plan to the Organisation at least one week in advance.

The outcome of the audit will be communicated according to chapter 2 above. The validity of the certificate is confirmed following the positive outcome of the maintenance activities. The certificate is updated stating the date of the audit carried out.

#### **ISCC EU, ISCC CORSIA, ISCC CORSIA PLUS, ISCC PLUS**

To maintain certification, it is particularly important that the Organization respects the conditions of the ISCC Terms of use document which is signed by the Organization at the time of registration with ISCC GmbH.

If there are reasonable doubts about the nature of the waste and residues, RINA is authorized to take samples of materials and have them analysed by an independent laboratory.

During maintenance visits, the technical staff verifies the consistency of the mass balance data and declarations issued by the Organization with the data present in the European "Union database".

Any discrepancy must be recorded in the audit documents and may lead to non-compliance and/or suspension of the Organization and revocation of the certificate.

#### **BIOC\_2024**

During the periodic maintenance audits, the completeness and truthfulness of all the elements present in the sustainability declarations, in the sustainability certificate, and in all the declarations referable to them will be checked based on a sample, as well as, limited to the producer of raw materials destined for the production of biofuels, bioliquids and biomass fuels the completeness and truthfulness of the social and environmental information accompanying sustainability statements and, if relevant, those required for ILUC low-risk certification.

The minimum quantity of material to be checked is established with a risk-based methodology and depends on the quantity of material managed since the last audit.

For this purpose, the Organization must provide RINA with records relating to the quantity of product / s managed both inbound and outbound, regardless of the certification system being audited

### **3.2 Management of non conformities**

#### **ISCC EU, ISCC CORSIA, ISCC CORSIA PLUS, ISCC PLUS, 2BS**

Reference shall be made to the requirements of the different schemes.

#### **BIOC\_2024**

In the case of critical non-compliances, RINA orders the immediate withdrawal of the certificate of compliance. In the case of significant non conformities, RINA establishes a deadline, not exceeding 60 days, within which the Organisation is to communicate and take specific corrective action. If the deadline elapses unsuccessfully,



RINA suspends the certificate of compliance and establishes a further deadline, not exceeding thirty days from the date of suspension, within which the Organisation is to take the same corrective action as previously communicated. After thirty days from the suspension, RINA performs a supplementary audit at the Organisation and if the outcome is positive, restores the validity of the certificate of compliance; if the outcome is negative, it revokes the certificate of compliance.

### 3.3 Supplementary audits

RINA also reserves the right to perform additional checks and/or controls, compared to those established in the five-year programme, whether announced or unannounced, at the Organisation:

- if it receives complaints or reports, considered to be particularly important, related to compliance of the Organisation and/or of the product with the requirements of the reference standard and of these Rules;
- in relation to changes which have occurred in the Organisation;
- to verify critical situations, such as the cessation of activities before maintenance audits;
- concerning Organisations whose certificate has been suspended.

If the Organisation refuses, without a valid reason, RINA may begin the certificate suspension procedure.

If RINA considers the complaints and reports to be justified, the cost of performing the additional audit will be charged to the Organisation.

The Organisation is to keep a record of any complaints related to the products covered by certification and of the pertinent corrective actions taken and is to make them available to RINA together with the corrective actions taken during the periodic audits, where and as far as applicable.

All expenses related to any supplementary audits will be charged to the Organisation.

## 4. RECERTIFICATION

This chapter also applies to certification in compliance with the ISCC EU, ISCC CORSIA, ISCC CORSIA PLUS, ISCC PLUS schemes only if the Organisation has stipulated a contract with RINA which also includes the recertification audit. On the occasion of the recertification (renewal) audit, performed every five years (in the case of BIOC\_2024 and 2BS), every year (in the case of ISCC EU, ISCC CORSIA, ISCC CORSIA PLUS, ISCC PLUS), the Organisation will contact RINA in advance before the date indicated in the audit programme, in order to be able to plan the audit and agree on the recertification audit date.

The recertification audit date, agreed with the Organisation sufficiently in advance, is officially confirmed to the Organisation in writing.

### **BIOC\_2024, 2BS**

In the case of BIOC\_2024 and 2BS, the Organisation is to send an updated copy of the Informative Questionnaire, completed in all its parts.

### **ISCC EU, ISCC CORSIA, ISCC CORSIA PLUS, ISCC PLUS**

In the case of ISCC EU, ISCC CORSIA, ISCC CORSIA PLUS, ISCC PLUS, the Organisation is to inform RINA of any changes made since the previous audit.

If the previous contract is no longer valid, the contract between RINA and the applicant will be managed as described in paragraph 2.2.

### 4.1 Recertification audit

The purpose of the recertification audit is to confirm maintenance of compliance and is essentially based on an on-site audit, to be performed, generally, using the same criteria as for the maintenance audit.

If there are reasonable doubts about the nature of the waste and residues, RINA is authorized to take samples of materials and have them analysed by an independent laboratory.

During the recertification visits, the technical staff verifies the consistency of the mass balance data and the declarations issued by the Organization with the data present in the European "Union database". Any discrepancy must be recorded in the audit documents and may lead to non-compliance and/or suspension of the Organization and revocation of the certificate.

### 4.2 Management of non conformities

#### **ISCC EU, ISCC CORSIA, ISCC CORSIA PLUS, ISCC PLUS, 2BS**

Reference shall be made to the requirements of the different schemes.

**BIOC\_2024**

In the case of critical non-conformities, RINA orders the immediate withdrawal of the certificate of compliance.

In the case of significant non-conformities, RINA establishes a deadline, not exceeding 60 days, within which the Organisation is to communicate and take specific corrective action. If the deadline elapses unsuccessfully, RINA suspends the certificate of compliance and establishes a further deadline, not exceeding thirty days from the date of suspension, within which the Organisation is to take the same corrective action as previously communicated.

After thirty days from the suspension, RINA performs a supplementary audit at the Organisation and if the outcome is positive, restores the validity of the certificate of compliance; if the outcome is negative, withdraws the certificate of compliance.

**4.3 Issue of the certificate**

The same procedures as defined in paragraph 2.6 are followed.

**ISCC EU**

In the case of ISCC recertification, the certificate shall reflect the status of the Organization's operations.

For audits on Individually Certified Points of Origin (PO), Collection Points (CP), Central Offices (CO), if the audit team identifies that during the previous certification period no quantity of a sustainable material was handled and/or the Organisation did not carry out operations under a specific scope of the certificate, RINA will remove the unused material and/or scope of the certificate.

For audits on Farms (FA), First Gathering Points (FGP), Central Offices (CO), Processing Units (PU), recertification of scope is possible even if no quantity of a sustainable material was handled and/or the Organisation did not carry out operations under a specific scope of the certificate; in this case, RINA maintains the scope and/or the materials on the annex of certificate by including in the annex of the certificate an explanatory sentence defined by ISCC. If the Organization is able to provide evidence of future activities, the materials can be maintained on the annex of the certificate.

For audits on trading operators (TR, TRS), depots, logistics centres, ETBE/MTBE facilities, recertification is possible even if there were no activities in the previous certification period.

**ISCC PLUS**

In the case of ISCC recertification, the certificate shall reflect the status of the Organization's operations.

For audits on Individually Certified Points of Origin (PO), Collection Points (CP), Central Offices (CO), if the audit team identifies that during the previous certification period no quantity of a sustainable material was handled and/or the Organisation did not carry out operations under a specific scope of the certificate, RINA will remove the unused material and/or scope of the certificate.

For audits on Farms (FA), First Gathering Points (FGP), Central Offices (CO), recertification of scope is possible even if no quantity of a sustainable material was handled and/or the Organisation did not carry out operations under a specific scope of the certificate; in this case, RINA maintains the scope and/or the materials on the annex of certificate by including in the annex of the certificate an explanatory sentence defined by ISCC. If the Organization is able to provide evidence of future activities, the materials can be maintained on the annex of the certificate.

For Processing Units (PU), the sustainable materials not handled during the previous certification period can be maintained on the annex of the certificate even without evidence of future activities, provided that RINA deems feasible the actual production of those materials by the Organization.

For audits on trading operators (TR, TRS), depots, logistics centres, ETBE/MTBE plants, recertification is possible even if there were no activities in the previous certification period.

**5. CLOSURE AUDIT (APPLICABLE ONLY FOR BIOC\_2024)**

RINA performs a closure audit when the Organisation renounces certification, due to transfer from another certification body and/or another scheme but also when the Organisation relinquishes certification in general. The purpose of the closure audit is to confirm continued compliance; it is normally performed with the same criteria as the maintenance audit even if it can only be performed in documentary form. In the case of a transfer to another certification body, the closure audit report is made available to the successor certification body.

If the Organisation refuses the closure audit, any sustainability declarations or certificates issued since the last successful audit shall be considered null.

## 6. MANAGEMENT OF CERTIFICATES OF COMPLIANCE

### 6.1 Issue of the certificate

#### **BIOC\_2024**

The Certificate of Compliance issued by RINA in Italian and in English is valid for five years starting from the date of issue and contains at least the following information:

- the unique certificate number (which corresponds to the identification code of the organization);
- the business name and address of the certificate holder;
- the address of the operative sites;
- the RINA Code (0002PRD);
- the field of application of the certificate;
  - activities that the organization is capable of carrying out
  - all products that can be managed
  - in case of traders and warehouses and only the macro-categories traded: cultivated raw materials, vegetable oils, waste, by-products, intermediate products.
- if the organization produces waste in Europe, the CER code attributed to the waste;
- if the organization produces waste outside Europe, an explicit indication of the positive outcome of the audit aimed at ascertaining the compliance of the waste with the provisions of Directive 2008/98/EC,
- if the organization produce by-products, also an explicit indication of the qualification as a by-product pursuant to art. 184-bis of the legislative decree 3 April 2006, n. 152;
- the product category in case the Organisation produces materials classifiable within one of the categories listed in Annex VIII, part A, of Legislative Decree 199/2021;
- if the activity carried out leads to the cessation of the qualification of waste, the explicit indication of the details of the authorization;
- the certification system;
- the date of issue;
- the validity and expiry date;
- the date of the last audit;
- the signature of the authorized person.

#### **2BS**

The Certificate of Compliance issued by RINA is valid for five years starting from the date of issue and contains at least the following information:

- the unique certificate number;
- name and address of the legal entity that has been verified for conformity,
- the applicable standard used for the verification (STD 01/STD02/STD01, STD02),
  - the activity(ies) covered by the scope of the verification,
  - the covered product(s) with the address of the legal entity
  - date of the last day of verification follow-up audit

The annex to the Certificate of Conformity shall specify:

- the verification scope, site(s) with location and/or address(es).

#### **ISCC EU, ISCC CORSIA, ISCC CORSIA PLUS, ISCC PLUS**

The Certificate of Compliance issued by RINA is valid for one year starting from the date of issue and contains at least the following information:

- the unique certificate number;
- the business name and operative unit address of the certificate holder;

- the field of application of the certificate;
- the certification system;
- the date of issue;
- the validity and expiry date;
- the signature of the authorized person;
- for ISCC PLUS the chain of custody option;
- the revision

Depending on the type of activity, that is the field of application, the certificate can also include the following annexes:

- Annex containing the sustainable products managed on entering/leaving the certified site;
- Annex containing the warehouses/first gathering point the certified site makes use of.
- Annex containing the List of group members of FPR group certification. (for ISCC PLUS)

## **7. CHANGES TO THE CERTIFICATE**

### **7.1 Request to amend the certificate**

Organisation can ask to have its Certificate of Compliance amended or extended by submitting a new “Informative Questionnaire”, filled in as appropriate.

RINA reserves the right to examine the request, on a case by case basis, and to decide the audit method for the purpose of issuing a new Certificate of Compliance.

The Organisation is to promptly inform RINA of any changes related to aspects which may influence compliance of the product and of the Organisation.

This requirement concerns, for example, changes relevant to:

- the legal, commercial, Organisation or ownership status;
- the Organisation and management, (for example key managers or technical personnel; decision-making process);
- the sites;
- the origin of the raw materials, intermediate products or finished products;
- the field of application of the activities covered by certification;
- significant modifications to the traceability system and to the processes.

RINA reserves the right to make additional checks at the Organisation if the changes communicated are considered particularly important in relation to maintaining compliance with the requirements of the reference regulatory documentation and of these Rules or to review the economic terms and conditions due to possible amendment of the contract.

## **8. PRODUCT CHANGES**

### **8.1 Certification following product changes**

The Organisation is to promptly inform RINA of all significant changes it intends to make to the products for which it has obtained the Certificate of Compliance, to the production and control processes or to the applicable traceability system adopted.

Following an assessment of the influence the proposed changes have on compliance of the product with the reference regulatory documentation, RINA may require all the initial checks, as per chapter 2, to be repeated in full or in part.

After the above checks have been carried out, RINA may extend the validity of the pertinent certification to the modified products.

The Organisation is not allowed to use certificates of compliance for modified products until it has received written approval from RINA.

RINA undertakes to inform the Organisation in writing of its decisions within 30 days of notification of the proposed changes.

## 9. CHANGES TO THESE RULES

### 9.1 Management following amendments to these Rules

RINA will inform the Organisation of any changes made to these Rules that significantly change the procedures for applying for, obtaining, maintaining and renewing, as well as the possible suspension, revocation, renunciation or transfer of such certification to avoid inadvertently favouring, from a commercial point of view, a particular Organisation or product, RINA will establish the date by which the Organisation is to meet the new requirements.

## 10. SUSPENSION, REINSTATEMENT AND WITHDRAWAL OF CERTIFICATES

The certificate may be suspended, withdrawn or surrendered.

### 10.1 Suspension of the certificate

The validity of the certificate issued may be suspended according to what is stated in the “General contract conditions for conformity assessment activities” and in the following specific cases:

- If the Organisation does not allow the periodic maintenance or recertification audits to be carried out at the required times;
- For **BIOC\_2024** If relevant non-conformities are found during maintenance and recertification audits;
- If minor non conformities not been resolved by the dates stipulated by RINA;
- If the Organisation has not complied with the deadlines established to communicate the corrective actions, following non conformities contained in the audit report;
- If the Organisation has undertaken major internal site restructuring, moves to another site(s) without informing RINA of such changes;
- In the case of significant changes to the certified products and/or to the production and control methods and/or to the applicable Sustainability management system, which have not been communicated to and accepted by RINA;
- If the Organisation refuses or hinders participation in the audits of observers from accreditation bodies and/or of reference for the certification scheme;
- Any serious complaints received by RINA;
- Any other circumstance which, in the opinion of RINA, has a negative influence on compliance of the Organisation and the products certified
- In addition for **ISCC EU, ISCC CORSIA, ISCC CORSIA PLUS, ISCC PLUS, 2BS**, reference shall be made to the requirements of the different schemes.

Suspension will be communicated to the Organisation in writing, establishing the conditions for reinstatement of certification and the date by which these conditions are to be met.

During the period of suspension of the Certificate of Compliance, no statements of conformity or sustainability certificates may be issued for the products sold. The statements of conformity and the sustainability certificates issued by the operator prior to certificate suspension remain valid.

### 10.2 Reinstatement of the certificate

If suspension is due to the negative outcome of the audit, reinstatement of the certificate is subject to verification that the deficiencies which led to suspension have been made good through a supplementary audit, carried out within 30 days maximum of the suspension and with a positive outcome.

If the reasons for the suspension are not eliminated within the above period, the certificate will be withdrawn.

### 10.3 Withdrawal of the certificate

Withdrawal of the certificate of compliance leads to immediate prohibition, for the operator, to use the certificate as well as prohibition to issue the statements of conformity and sustainability certificates. The statements of conformity and sustainability certificates issued by the operator prior to suspension and withdrawal of the certificate remain valid.

The validity of the certificate issued may be withdrawn according to what is stated in the “General contract conditions for conformity assessment activities” and in the following specific cases:

- When situations arise, such as those mentioned in 9.1 for suspension, which are considered particularly serious;
- For **BIOC\_2024** If critical non-conformities are found during maintenance and recertification audits;
- If the non-conformities that led to the suspension have not been resolved during the period of suspension;
- If the economic operator improperly or misleadingly uses or advertises the certificate obtained;
- If the outcome of the supplementary audit to reinstate the certificate is negative and the non conformities have not been resolved;
- In any other circumstance established by ACCREDIA and/or indicated by them;
- In addition for ISCC EU, ISCC CORSIA, ISCC CORSIA PLUS, ISCC PLUS, 2BS, reference shall be made to the requirements of the different schemes.

## 10.4 Communication of certificate status

The decision to suspend, reinstatement and withdraw certificates and the pertinent reasons are communicated to the Organisation, to the accreditation or supervisory body and, in the case of BIOC\_2024, to the Competent National Authorities and to GSE.

## 11. SURRENDERING THE CERTIFICATE

An Organisation may submit a request to RINA to surrender its certificate(s) for some or all of the products for which it had obtained certification if the product(s) is/are no longer produced or for other reasons.

On receipt of this request, RINA initiates the procedure to render the certificate invalid.

In the case of partial surrender, RINA will update the certificate issued, eliminating the products for which the certificate is being surrendered and, if pertinent, establish any actions which the Organisation is to take.

In the case of surrender for all products covered by the certificate, what is stated in the previous paragraph applies. In general, RINA updates the validity status of the certificate within one month of the date of receipt of the above request.

## 12. TRANSFER OF CERTIFICATE (APPLICABLE FOR BIOC\_2024 ONLY)

If an Organisation with a valid certificate issued by another Certification Body wishes to transfer its certification to RINA, it must send RINA the "Informative Questionnaire" as per point 2.2, and copy of the of management system certificate.

RINA, after verifying that:

- the certificate is valid;
- the certificate has been issued by certification body accredited by ACCREDIA;
- the certificate is not suspended;
- the Certification Body which issued the certificate is not suspended;
- the Organisation's certified activities fall within the accredited scope of RINA.

issue an offer for the transfer of certification.

If it accepts the economic offer, the Organisation must send RINA the "Certification request" together with the following documents:

- copy of the closure audit report or the last certification body;
- evidence of the corrective action taken related to the non-conformities issued during the previous audit, or the evidence of the review, acceptance and verification of the effectiveness by the previous Certification Body;
- the type and date of the next audit planned by the previous Certification Body;
- list of any complaints received and the relevant actions taken;
- the reasons for the certification transfer request;
- any observations or reports by national or local authorities.

The check of the above documentation usually includes an audit to the Organization requesting transfer of its certificate.

The contract between RINA and the applicant is managed as indicated in paragraph 2.2, depending on the scope of the auditing activities.

After the satisfactory completion of the above activities, a Certificate of Conformity is issued which generally maintains the deadline established by the body which issued the previous certificate.

The closure audit carried out by the previous certification body must have been successful.

In the case where the conditions for the transfer are not met, the transfer process cannot be applied; if the organization intends to continue with the certification process will be evaluated using the criteria set out in paragraph 2.5.

### **13. CONTRACTUAL CONDITIONS**

With regard to the contractual conditions, reference is to be made to the edition in force of the RINA Rules "General contract conditions for conformity assessment activities".

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