

Green Gold Label

Guidance B.0.iv

FIT/FIP Supplier verification checklist

for biogenic residues and waste

For First Collectors to verify their suppliers and/or producers of GGL Category 5 biomass (biogenic residues and waste) for compliance with Instruction B.0 - FIT/FIP Module Principles 3 through 10.



Guidance B.0.iv
FIT/FIP Supplier verification checklist
for biogenic residues and waste

Version 1-2

Valid from 2 March 2026 (Adoption date)

Copyright Green Gold Label Foundation 2026

www.greengoldlabel.com

Document navigation

This document is part of the GGL Module for FIT/FIP. It concerns the template for Supplier verification checklist for all Eligible fuels (GGL Category 5 Biogenic residues and wastes) entering GGL supply chains for FIT/FIP.

The Overall documents comprise the GGL Setup and Governance, GGL Standards and GGL Operating documents. Additionally, the GGL scheme offers Instructions and Guidances for specific regulatory frameworks (RED, FIT/FIP, SDE+/++), which can supersede clauses in the Overall documents. This applies only when explicitly stated in the relevant Instructions and Guidances.

Refer to the **GGL Document Structure** (as part of the GGL Setup and Governance documents) for more detailed information on navigating and interpreting GGL documentation.

GGL Setup and Governance <ul style="list-style-type: none"> Articles of association GGL foundation GGL Document structure GGL Regulation GGL Scope definitions GGL CB agreements GGL Partner Code of Conduct GGL Operating Agreement 	GGL Standards <ul style="list-style-type: none"> GGLS1 – Chain of custody criteria GGLS2 – Agricultural source criteria GGLS4 – Transaction and Product Certificate GGLS5 – Forest management criteria GGLS6 – Power company criteria 	RED – Instructions <ul style="list-style-type: none"> Instruction A.0 – RED Module Instruction A.1 – RED Reporting duties Instruction A.2 – RED Internal monitoring Instruction A.3 – RED Auditor requirements Instruction A.4 – RED GHG emissions Instruction A.5 – RED Additional Agricultural source and Forest management criteria Instruction A.6 – RED Supplier verification programme for biogenic residues and waste 	RED – Guidances <ul style="list-style-type: none"> Guidance A.0.i – RED Raw materials statement template Guidance A.0.ii – RED Transaction certificate template Guidance A.0.iii – RED Audit template Guidance A.4.iv – RED GHG default values Guidance A.5.v – RED Level A Risk assessments Guidance A.6.vi – RED Supplier verification checklist for biogenic residues and waste 	GHG Guidance <ul style="list-style-type: none"> Guidance ABC.1 – GHG calculator
	GGL Operating documents <ul style="list-style-type: none"> GGL Participant fees GGL Logo and tradename use GGL List of prohibited materials 	FIT / FIP – Instructions <ul style="list-style-type: none"> Instruction B.0 – FIT/FIP Module Instruction B.1 – FIT/FIP Endorsed schemes Instruction B.2 – FIT/FIP GHG emissions Instruction B.3 – FIT/FIP Additional power company criteria 	FIT / FIP – Guidances <ul style="list-style-type: none"> Guidance B.0.i – FIT/FIP Raw materials statement template Guidance B.0.ii – FIT/FIP Transaction certificate template Guidance B.0.iii – FIT/FIP Audit template Guidance B.0.iv – FIT/FIP Supplier verification checklist for biogenic residues and waste Guidance B.2.v – FIT/FIP LCGHG default values 	
	SDE++ – Instructions <ul style="list-style-type: none"> Instruction C.1 – SDE++ Endorsed schemes Instruction C.2 – SDE++ GHG emissions 	SDE++ – Guidances <ul style="list-style-type: none"> Guidance C.0.i – SDE++ Raw materials statement template Guidance C.0.ii – SDE++ Transaction certificate template Guidance C.0.iii – SDE++ Audit template 		

Table of contents

Document navigation	3
Table of contents	4
Changes and transitioning	5
Glossary	6
A. Introduction	9
B. Checklist for Principles 1 through 10	10

Changes and transitioning

This section lists the major changes in this version v1-2 from **GGL-1d. Annex -Audit template for Residues in GGL Instruction 1d under B1 – v1-0 (March 2024)**.

No	Change type	Section reference	Details of change
1	Content	All	Clarified difference between certification and supplier verification
2	Content	All	Removed requirements not related to supplier verification programme in Principles 1 through 11 from Instruction B.0 - FIT/FIP Module
3	Content	Principle 4	New requirement for "source land" of suppliers and/or producers: raw material shall not be sourced from land deforested after 31 December 2020
4	Content	Principle 5	Refined requirement that biogenic residue or waste cannot be driver of production
5	Content	Principle 8	Detailed ILO-related right at work requirements for suppliers and/or producers
6	Text feature	Document navigation	Included document navigation
7	Text feature	Changes and transitions	Included changelog and transitioning procedure between previous and current version
8	Text feature	Glossary	Included glossary
9	Formatting	All	Changed and edited formatting, text and wording for clarity and readability
10	Formatting	All	Converted layout to new templates for GGL

In transitioning to this current version of this document, the following applies to Certification bodies, Participants and Certificates:

Publication date	07 November 2025
Adoption date	02 March 2026
Effective date	01 March 2027
End of Transition period	01 March 2028

Glossary

Term	Definition
Adoption date	New (versions of) GGL documents include an Adoption date in the transitioning section. This date indicates when certification against the GGL Scheme and the specific document becomes possible. Certifications based on previous versions will remain valid until the Effective date of the new document.
Audit	Formal examination and inspection by a GGL-approved Certification Body of an organization's processes and activities to verify compliance in accordance with ISO-19011. In contrast, an audit differs from an internal audit.
Batch	A quantity or consignment of biomass originating at one Point of origin and covered by one Raw Material Statement.
Biomass	Biomass refers to the biodegradable portion of products, waste, and residues derived from biological sources in agriculture, which includes both plant and animal materials. It also encompasses materials from forestry and related industries, such as fisheries and aquaculture. Additionally, biomass includes the biodegradable fraction of waste, including industrial and municipal waste of biological origin.
By-product	A by-product is a secondary product derived from a production, manufacturing or chemical process, not a waste or residue. A by-product may not be the primary aim of such a process but has significant economic value beyond its use as biomass.
Certification Body / CB	An independent third party evaluates and certifies the certification process. Certification bodies approved by GGL for one or more GGL scopes are listed on the GGL website.
Conversion factor	The ratio of the mass of the output intended for biofuel production to the mass of the raw material entering the process.
Co-product	A useful product produced alongside the main product, not a waste or residue. As such, the co-product shares in the greenhouse gas emissions burden.
Effective date	New (versions of) GGL documents specify an Effective Date. This is the date after which certification can only be granted according to the GGL Scheme and the specific document that has the Effective Date. Certification based on previous versions of the document is no longer considered valid.
First Collector	The first participant in the GGL supply chain for residues and wastes (GGL category 5) is known as the First Collector. This entity collects raw materials from suppliers who provide Raw Materials Statements. First Collectors are similar to Biomass Producers in that they are the initial GGL Participants within the GGL supply chain.
GGL Categories	Biomass is classified into one of five categories recognized by GGL: 1) Woody biomass from large FMU's (> 500 hectares) 2) Woody biomass from small FMU's (< 500 hectares) 3) Residues from natural site and landscape management 4) Agricultural biomass 5) Biogenic residues and waste

Term	Definition
GGL Module	These Instructions and Guidance documents outline how GGL has been approved and recognized as a Certification scheme under various legal and voluntary frameworks
GGL-Certified	Biomass that has been certified against all applicable GGL criteria, or against a certification scheme other than GGL, which has been endorsed and approved by the relevant authorities (e.g., EU for RED, METI for FIT/FIP) and holds equivalent status. GGL-Certified biomass meets all criteria for sustainability and legality.
GHG (Greenhouse Gas) Emissions	Greenhouse gases are a group of gases that contribute to global warming and climate change. According to the Kyoto Protocol, they include seven gases: carbon dioxide, methane, nitrous oxide, hydrofluorocarbons, perfluorocarbons, sulphur hexafluoride, and nitrogen trifluoride. Converting them to carbon dioxide equivalents (CO ₂ e) makes it
Land-related evidence	Evidence of compliance with land-related criteria can be provided in various forms including but not limited to, aerial photographs, satellite images, maps, land register entries, databases, and site surveys. This evidence can demonstrate either "positive" or "negative" compliance. For example, compliance with the criterion regarding "primary forest" could be illustrated by: <ul style="list-style-type: none"> - An aerial photograph showing that the land is planted (positive evidence), or - A map displaying all the primary forests in the region, indicating that the land falls outside of them (negative evidence).
Participant / GGL Participant	An economic operator that has been certified under the GGL Regulation Section G, or under another certification scheme endorsed and approved by the relevant authorities (e.g., EU for RED or METI for FIT/FIP), holds equivalent status. This includes forest and agricultural biomass producers, waste and residue producers, first gathering points, collectors, suppliers, traders, processing plants, and conversion plants (end-users).
Point of origin	The location where the raw material directly originates, before its classification as GGL Biomass.
Producer	Producer of raw material at a Point of origin for a First Collector or Biomass Producer, who may or may not be certified as a GGL Participant.
Prohibited material	Material listed under GGL List of prohibited materials at the GGL Website
Publication date	New (versions of) GGL documents include their Publication date, which indicates when
Raw material	The batch of biomass from a single Point of origin before it is classified as GGL Biomass, for which a single Raw Material Statement is verified and that falls within a single GGL Category of biomass.
Residue	A substance that is not the primary, co- or by-product of a production process. It is not a primary goal of that process, and the process has not been intentionally adjusted to create it.
RMS / Raw Material Statement	A certified statement describing the batch of raw materials brought into GGL supply chains by a GGL Participant that meets the requirements of GGLS1 - Chain of Custody criteria and applicable GGL Modules.
Site	Site refers to a specific geographical location, including logistical facilities and transmission or distribution infrastructures, characterized by defined boundaries within which products can be mixed.
Supplier	Supplier of raw material from a Point of origin to a First Collector or Biomass Producer. A supplier may or may not be certified as a GGL Participant.
Transition period	The new versions of the GGL documents specify the end of a Transition Period. This is the time until which (re-)certification decisions made before the Effective Date (based on the previous version of the document) remain valid. During the Transition Period, audits conducted by a Certification Body must be based solely on the valid (new) version of the GGL Scheme documents.
Waste	Any substance or object that the holder discards, intends to discard, or is required to discard. It is not classified as a co- or by-product and does not include substances that have been intentionally altered or contaminated to fit this definition.

A. Introduction

A.1

Verification by First Collectors of suppliers of raw material in GGL category 5 takes place against Principles 2 through 11 from **GGL Instruction B.0 - FIT/FIP Module**. This template supports that verification; all white cells are to be completed for the verification to cover the applicable requirements for each supplier and/or producer.

A.2

The GGL supplier verification programme provides stronger assurance than a self-declaration, but is not intended to replace GGL certification.

A.3

A First Collector of GGL Category 5 biomass under FIT/FIP in will be audited for the compliance of the supplier verification programme he has in place for his suppliers or producers. A non-conformity found to this supplier verification programme is for the account of the First Collector.

A.4

All (sub-)suppliers (including collectors or traders of biomass that do not produce it), producers, warehouses, Points of origin (like e.g., Crude Palm Oil / CPO mills) and sites for First Collectors are collectively referred to as "suppliers and/or producers" hereafter.

Only requirements for suppliers and/or producers from **Instruction B.0 - FIT/FIP Module** have been included in this checklist, to make easy to use for First Collectors.

B. Checklist for Principles 2-11 that apply to suppliers and/or producers

First Collector or Biomass Producer information

A.0	First Collector			
A.1	Verifier on behalf of the First Collector			
A.2	Date of the verification			
A.3	Location of the verification			
A.4	Duration of the verification activities			

Supplier and/or producer information

B.0	Supplier and/or producer to the First Collector			
B.1	Contact person of the supplier			
B.2	Address of the supplier			

Principle 2. All materials supplied to First Collectors are subjected to the Supplier verification programme of these First Collectors.

Requirements	Findings	Evidence	Compliance
<p>2.03 Supplier Verification cannot cover more supply chain activities than the initial collection of the biogenic residues and waste upon origination, and its transportation to the First Collector. Further processing activities like e.g., drying, crushing, sieving, pelletizing or others have to comply with requirements for certification from GGLS1 – Chain of custody criteria as well as other applicable criteria from the GGL Scheme.</p>			
<p>2.05 The Raw Material Statement for biomass shall be used to verify compliance against the relevant requirements from this instruction. Legal owners and suppliers and/or producers of the material shall sign the Raw Material Statement (or separate statements) in order to identify the full supply chain as well as to prove and ensure that materials covered by the Raw Material Statement meet the GGL criteria. All relevant evidence shall be requested from suppliers and/or producers to substantiate whether the material meets the applicable GGL criteria.</p>			
<p>2.06 Verification against the requirements from this Instruction B.0 - FIT/FIP Module by the First Collector shall take place prior to selling the material as GGL-Certified biomass in GGL Category 5 and must meet the following requirements:</p>			
<p>a) Verification shall cover Principle 3 through Principle 11 from Instruction B.0 - FIT/FIP Module, including underlying criteria, substantiated by a verification report per supplier and/or producer that can be based on this checklist;</p>			
<p>b) Verification shall be conducted for each supplier and/or producer involved in the supply chain, from the Point of origin through delivery to the First Collector;</p>			
<p>c) Verification shall be reported and documented adequately with findings and evidence for each criterion, to allow its results to be reproduced by third parties;</p>			
<p>d) The scope of verification shall be clearly defined in relation to the applicable deliveries and Points of origin;</p>			
<p>e) The results of the verification by the First Collector shall be registered in a Raw Material Statement for all (batches of) raw materials collected from suppliers and/or producers, declaring compliance with the requirements of this instruction;</p>			
<p>f) Verification results and evidence shall be available to the Certification Body of the First Collector upon request and included in the GGL File;</p>			
<p>g) Verification shall be carried out by qualified and experienced personnel, relevant to the scope of the verification and adapted to the local language, customs and conditions of the country or region where the supplier and/or producer is based. This also applies if any part of the verification against the GGL Standards is outsourced to a third party. Evidence of relevant qualifications and experience by either the Participants' personnel or a sub contractor shall be documented and be available upon request;</p>			
<p>h) Relevant stakeholders (e.g., third party subcontractors, complainants) shall be consulted by the First Collector within sufficient time before the verification takes place;</p>			
<p>i) Special care shall be taken to verify the material accounting records of the supplier and/or producer, to ensure that input and output volumes match and that all biomass truly originates from the indicated supplier and/or producer, and truly identifies as biogenic residue or waste. This assessment shall be included in the report; and</p>			
<p>j) Identified non-conformities, risk mitigation and corrective actions resulting from the verifications shall be clearly recorded and documented</p>			
<p>2.07 Verification against the requirements set out in Instruction B.0 - FIT/FIP Module shall be repeated every 12 months by the First Collector for each supplier and/or producer upon continued or repeated deliveries.</p>			
<p>2.08 Any non-conformities or well-founded complaints/allegations regarding the supplier or any part of the supply chain shall be investigated within 2 months of identifying the non-conformity or receiving the complaint/allegation. The Certification Body of the First Collector shall be informed within this deadline.</p>			
<p>2.09 Suppliers and/or producers that supply material certified under Endorsed certification schemes per Instruction B.1 - FIT/FIP Endorsed schemes with corresponding evidence are excluded from the supplier verification programme. Such material can enter GGL supply chains as either GGL-Certified or GGL-Controlled biomass directly with correct references to the Endorsed scheme certification listed on the Guidance B.0.i – FIT/FIP Raw materials statement template.</p>			
<p>2.10 Suppliers and mills that have (or will be) visited and audited by a Certification Body during a 12 month period are excluded from the supplier verification programme.</p>			

Principle 3. All raw material in GGL Category 5 originating from suppliers and/or producers shall be traceable to its Point of origin

Requirement	Findings	Evidence	Compliance
3.01 The producer and/or the supplier shall record all incoming and outgoing volumes relevant to the biomass based on the material categories and amounts.			
3.02 All inputs and outputs shall correspond, taking <u>all of the following</u> relevant conversion factors into account:			
a) Conversion factors for the biomass			
b) Amounts of biogenic residues generated			
c) Internal energy use of raw materials, and			
d) Electricity or energy produced			
3.03 All necessary documentation for each batch of raw material shall be available to the First Collector, including: purchase records, production records (daily and monthly records), sales documents, waste disposal agreements, delivery slips and waybill tickets. The deviation in tonnage during transport, measured at Point of origin and at delivery, shall not exceed generally accepted, industry-specific measurement inaccuracies. If the deviation is larger, it shall be explained and substantiated by an analysis of the raw material at a qualified laboratory (e.g., caused by changes in moisture content).			

Principle 4. No raw material originates from “source land” that was deforested after 31 December 2020

Requirement	Findings	Evidence	Compliance
4.02 Biomass shall not come from source land that was deforested after cut-off dates defined by national laws or regulations of the source land, unless the raw material is certified under an endorsed certification scheme per <i>Instruction B.1 – FIT/FIP Endorsed schemes</i> .			
4.03 In any case and even when national laws or regulations do not stipulate this, raw material shall not come from source land that had the following characteristics of forest or wooded land after 31 December 2020:			
a) It spanned more than 0.5 hectares;			
b) The top of its trees reached 5 metres on average or more;			
c) The canopy cover of its trees covered 10% of its area or more;			
d) If condition b) and c) are temporarily not met (e.g., due to forest management activity or natural disasters), these conditions expected to be met if the area would be left undisturbed; and			
e) It is not land predominantly used for agricultural or urban purposes.			
4.04 The supplier and/or producer shall prepare land-related evidence (e.g., public satellite records from independent databases, certification records of primary, co- or by-products) that is recorded and available for auditing by the Certification Body of his First Collector(s) to substantiate compliance with this Principle.			

Principle 5. The producer or supplier does not deliberately produce any waste or residues, nor expand the operation in order to produce more waste or residues.

Requirement	Findings	Evidence	Compliance
5.01 For each supplier and/or producer, the First Collector shall assess annually that the conversion factors for harvested or farmed feedstock, produced primary goods, raw material and biogenic residues and waste fall within an acceptable, industry-specific range. The results of these assessments are retained for verification by the Certification Body.			
5.02 Suppliers and/or producers shall not: <ul style="list-style-type: none"> • Deliberately convert raw materials into biogenic residues or waste; • Intentionally modify or contaminate raw materials to increase the share of biogenic residues or waste in total amounts produced; nor • Increase primary production to augment the amount of biogenic residues or wastes. 			

Principle 6. A management system is in place for all operations at the processing site

Requirements	Findings	Evidence	Compliance
<p>6.01 The management of the supplier and/or producer shall define and document its commitment to the requirements set out in this instruction and to overall ethical business conduct. A publicly available statement of its commitment shall be available.</p>			
<p>6.02 The management system covers or references all commitments and procedures relating to compliance with this instruction.</p>			
<p>6.03 The management system contains an overview of the relevant stakeholders (e.g., adjacent smallholders) of the operation, including, where applicable, the contact details of representatives of those stakeholders.</p>			
<p>6.04 Suppliers and/or producers with a production capacity exceeding 30 (thirty) MT per hour for the primary product, shall provide an official Environmental Monitoring document.</p>			
<p>6.05 Suppliers and/or producers with a smaller capacity than what is specified in 6.05 shall at least analyse and monitor a representative sample of the raw material to verify it does not contain any compound listed in GGL List of prohibited materials annually, in an ISO 17025-accredited laboratory.</p>			
<p>6.06 The management system includes a section outlining the supplier and/or producer's environmental ambitions and the measures taken to achieve those ambitions, including but not limited to reducing GHG emissions, improving operational efficiency and protecting air and water resources. Additionally, for GHG emissions and pollution, plans shall be developed and implemented to minimise and reduce them over time.</p>			

Principle 7. Relevant international, national, regional and local laws and regulations are complied with in all operations and transactions.

Requirements	Findings	Evidence	Compliance
7.01 The supplier and/or producer shall have the legal right to use the land on which it operates.			
7.02 The supplier and/or producer shall comply with all applicable legal requirements for sourcing, producing and selling the product within the scope of the verification.			
7.03 The supplier and/or producer complies with all obligations to pay taxes and royalties.			
7.04 All locally applicable anti-corruption legislation is complied with. If no anti-corruption legislation exists, the supplier and/or producer shall implement alternative anti-corruption measures proportionate to the scale and intensity of the management activities and the risk of corruption.			
7.05 The supplier and/or producer has established a policy on ethical business conduct, and monitoring system to ensure legal and ethical business conduct.			

Principle 8. Labour rights of workers and staff are safeguarded

Requirements	Findings	Evidence	Compliance
8.01 A procedure for HR processes, such as recruitment, trainings, retirement and contract termination is in place.			
8.02 Wages shall meet or exceed minimum industry or national standards or other recognized wage agreements, such as agreed by the local community.			
8.03 Suppliers and/or producers are committed to supporting and promoting the principles and rights at work, as set out in the "Fundamental Principles and Rights at Work (1998) and its Follow-up (2022)", issued by the International Labour Organisation (ILO). They shall comply with applicable national labour laws in their countries of operation.			
8.04 In addition, suppliers and/or producers shall document in their Management system (as referred to in Principle 6 above) the criteria and measures implemented to comply fully with the ILO requirements regarding minimum working age and child labour.			

Principle 9. Health and Safety of workers and staff are protected

Requirements	Findings	Evidence	Compliance
9.01 The health and safety of all staff and workers at the supplier and/or producer shall be protected through risk identification, safety programmes to mitigate risks, training and the provision of personal protective equipment.			
9.02 The recommendations in the "Safety and Health in Agriculture Convention" (2011) and the "Working Environment (Air Pollution, Noise and Vibration) Convention" (1977) of the ILO shall be followed by the supplier and/or producer.			
9.03 Workers and staff are informed about labour rights and health and safety requirements.			

Principle 10. Transparency and a grievance mechanism are established

Requirements	Findings	Evidence	Compliance
10.1 The management commitment and all relevant documentation and procedures as required by this instruction are made available to First Collectors and Certification Bodies of the supplier and/or producer upon request, in an appropriate format and language.			
10.2 A grievance mechanism is in place for stakeholders to file complaints or requests, which are documented in the management system, and followed up.			

Principle 11. Relevant documents and yearly records and summaries are stored

Requirements	Findings	Evidence	Compliance
11.01 The supplier and/or producer shall keep records of the nature, quantities, dates and destinations of material sold as waste or residues, such as invoices, for a minimum of 3 years.			
11.02 Yearly summaries are prepared, targets for the upcoming year are set and signed off by management, covering at least, but not exclusively:			
a) The total output of residues;			
b) The changes in the number of workers and staff;			
c) The number and kind of work-related accidents;			
d) The amount and kind of complaints filed and their resolution; and			
e) A review of the environmental ambitions for each of the specified ambitions listed under 6.5 above and performance as well as related incidents.			