

Summary of Changes to BQ-9000 Producer Manual (revision 8 to revision 9)

Major Revisions of Note:

- 'Certification' changed to 'Accreditation' throughout the manual
- Numerous editing/formatting changes throughout the manual made for clarity and appearance
- Terms and definitions in section 2 have been capitalized throughout the manual
- Part B Policy Regulations changed to Appendix A Policy Regulations
- Re-certification Form removed
- Pre-Audit letter removed
- Ranking Program Requirements in Appendix A removed
- Added a definition for 'Days' when in reference to time required to complete a task, be in compliance, retain samples, etc. If 10 or less, they are considered 'business' ; otherwise calendar.

Part A: Program Requirements

1 Scope

- 'Biodiesel' added for clarity as to what type of quality program

2 Terms and Definitions

- Section 2.9 – B100 to Biodiesel

3 References

- Previous section 3.2 "Informative References" removed

4 Documentation Requirements

- Section 4.5 – Records kept should adhere to "this standard" as well as the organizations quality system

5 Management Responsibility

- Section 5.3 – Added "External" to quality system audits

6 Operational Elements

- Section 6.1 – Title changed to "Management of Change" from "Process Changes"

7 Laboratories

- Section 7.2.2 – Focus on External Laboratories not BQ-9000 Laboratory accredited and verification of BQ-9000 Laboratory accreditation

8 Sampling and Testing

- Section 8.6 – change to 45 days versus 30 days when tank has no activity

9 Remediation Elements

- No changes

10 Fuel Blending

- Section 10.1 – Part B Policy Regulations changed to Appendix A Policy Regulations

11 Product Loadout

- ‘Product’ changed to ‘Biodiesel’ in section title

12 Producer Purchasing Biodiesel

- Section 12.1 – maximum purchase rate for biodiesel producer change from 10% to 15%
- Section 12.2 – Product must be no greater than 45 days old for resale
- Section 12.3 – Part B changed to Appendix A

Appendix A Policy Regulations (informative)

1 Accreditation Process

- Section 1.1 – more detail added on accreditation and where required documents can be found at www.bq-9000.org
- Section 1.1 – Definition of the role of an auditor added
- Section 1.3 –
 - A timeline to schedule a reaccreditation before expiration of accreditation shortened to four (4) versus six (6) months is suggested; NBAC will not notify the producer
- Section 1.4 –
 - References to pre-Audit have been removed as that section no longer exists in the Producer Manual
 - Weblink added to find the NBAC Program Manager
 - Suggested that the organization should submit an action plan for non-conformances versus being required to submit one

2 Accreditation Suspension and Revocation

- Section 2.1 – suspended entities do not have 180 days to remedy reasons for suspension

3 Reconsideration and Appeal of NBAC Decisions

- No changes

4 BQ-9000 Producer Provisional Status

- Section 4.3 – timetable for completing prerequisites for provisional status removed

5 BQ-9000 Producer Seeking BQ-9000 Marketer Accreditation

- No changes

6 BQ-9000 Producer Idled Production Plants

- Section 6.2 –
 - A facility cannot be under Category I shutdown for greater than 120 days (versus 180 days previously)
 - Plant manager need not be part of the quality management system being followed

7 Change of Ownership and Acquisitions

- Section 7.2 – removal of “Company Merger Notification Form” as it does not exist
- Chief Operating officer changed to NBAC Program Manager