

**Roundtable on Sustainable Palm Oil Certification
RSPO**

Stage-1 Stage-2 Surveillance Re-Assessment

Name of Management Organisation : JENDARATA POM, ULU BERNAM POM & ULU BASIR POM subsidiary of UNITED PLANTATIONS BERHAD

Plantation Name : Jendarata Estate, Seri Pelangi Estate, Ulu Bernam Estate, Ulu Basir Estate, Sungei Erong Estate, Sungei Chawang Estate, Changkat Mentri Estate & Lima Blas Estate

Location : Teluk Intan, Perak - Malaysia

Certificate Code : **MUTU - RSPO / 068**

Date of Certificate Issue : 21 AUGUST 2015 **Date of License Issue** : 21 AUGUST 2015

Date of Certificate Expiry : 20 AUGUST 2018 **Date of License Expiry** : 20 AUGUST 2016

Assessment	Assessment Date	PT. Mutuagung Lestari Auditor	Reviewed by	Approved by
ASA-2	June 1, 3, 4 & 5, 2015	Oktovianus Rusmin (Lead Auditor), Yap Chin Hung, Dinesh Nadarajah, Mohd. Nizam, Mohd. Hairimi, Mohd. Aman	Octo HPN Nainggolan	Tony Arifiarachman

Assessment	Approved by MUTUAGUNG LESTARI on:
ASA-2	28 July 2015

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Figure 1. Location Map of United Plantations Bhd, Malaysia



Figure 2. Operational Map of Estates United Plantations Bhd, Malaysia

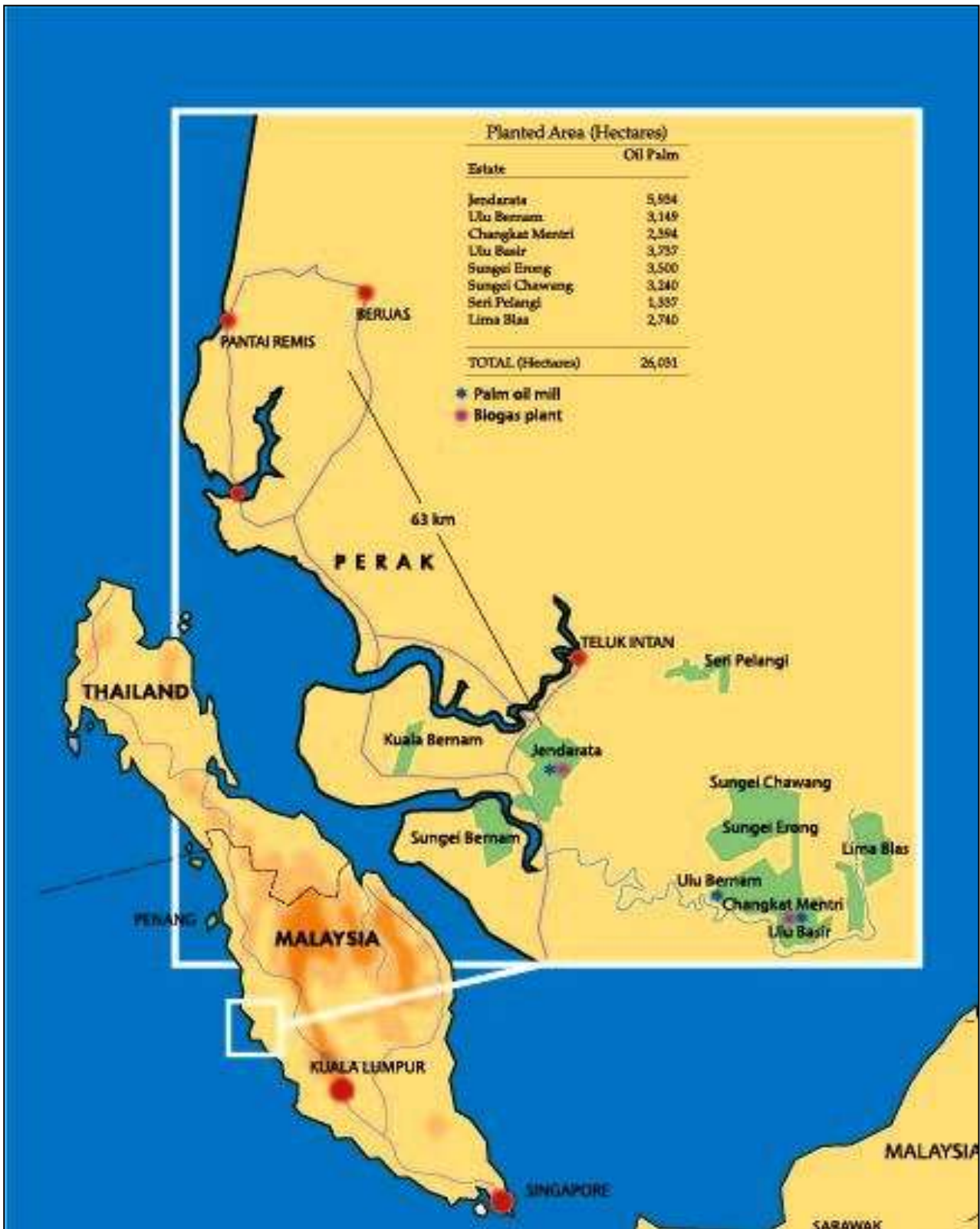


Figure 3. Operational Map of Sungai Chawang Estate.

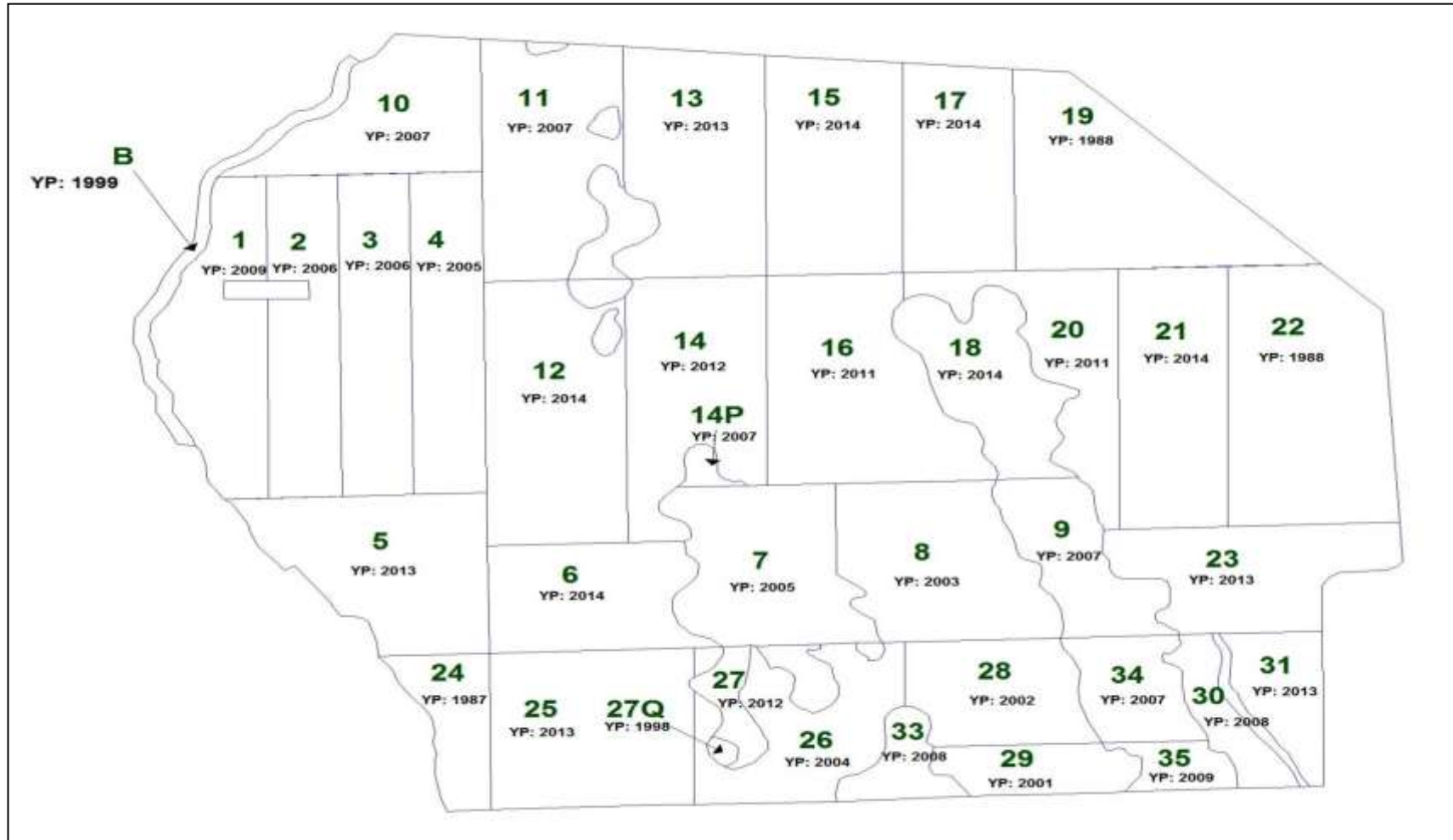


Figure 4. Operational Map of Jendarata Estate

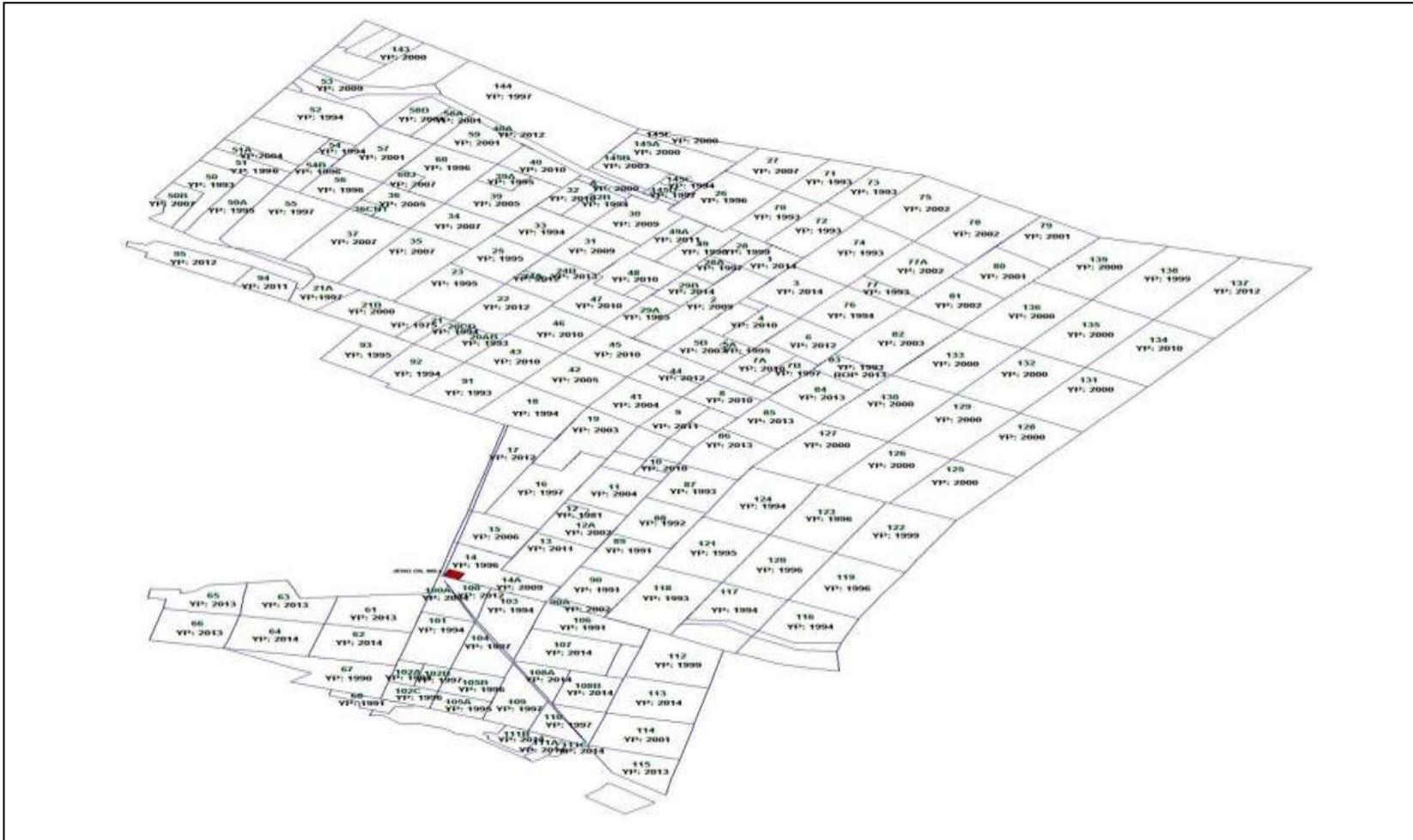


Figure 5. Operational Map of Ulu Basir Estate

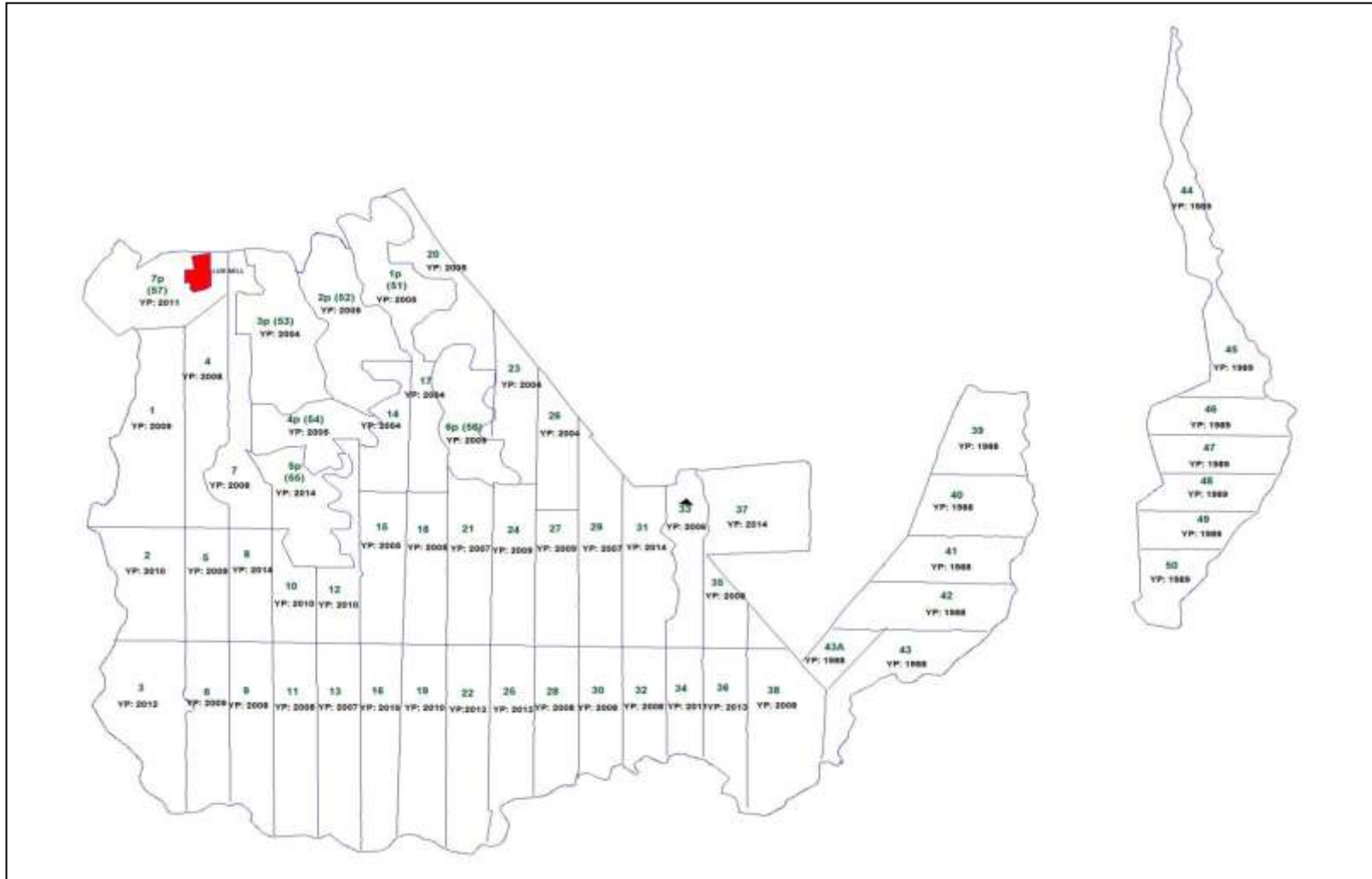


Figure 6. Operational Map of Chankat Mentri

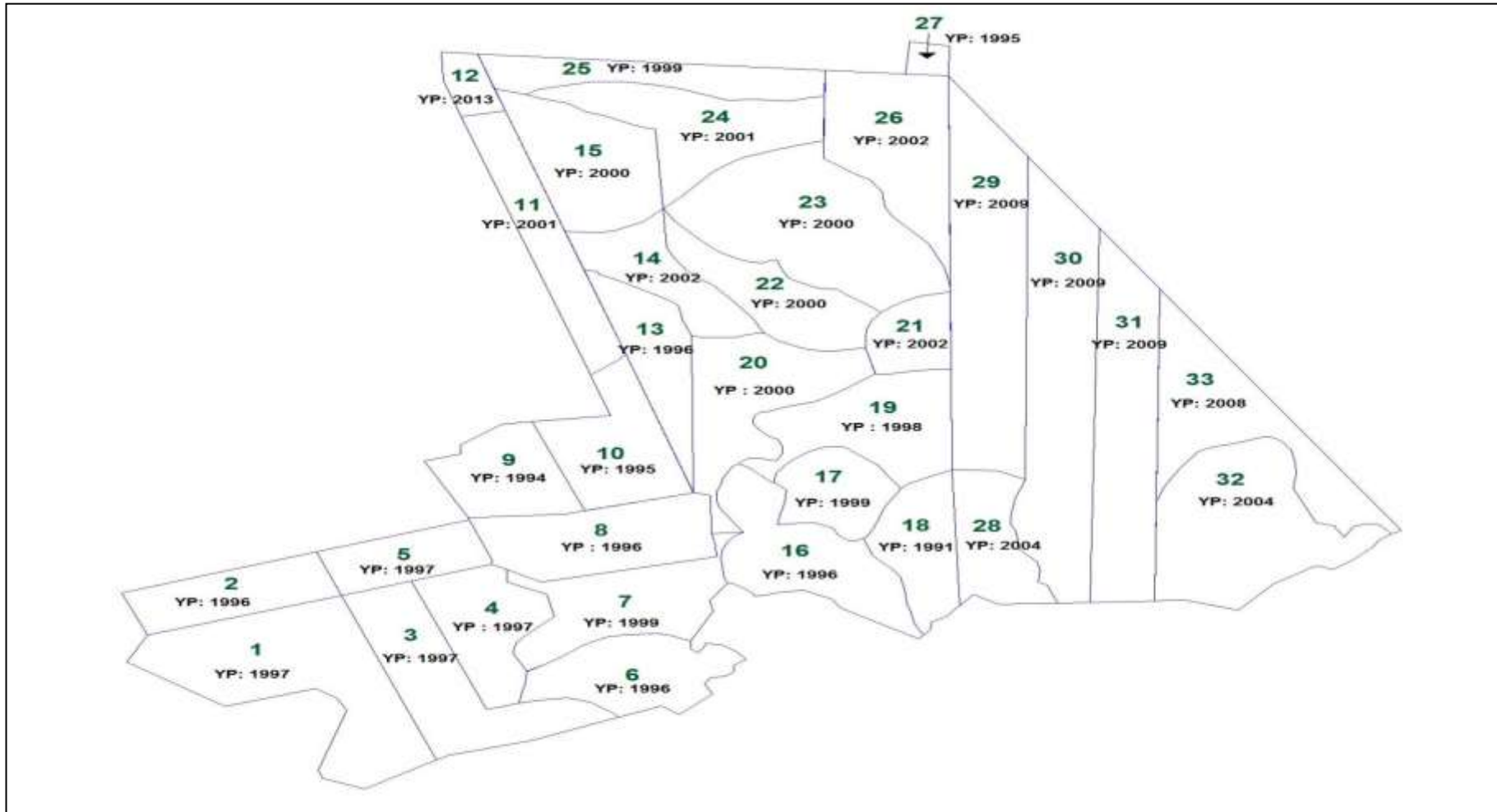


Figure 7. Operational Map of Lima Blas Estate

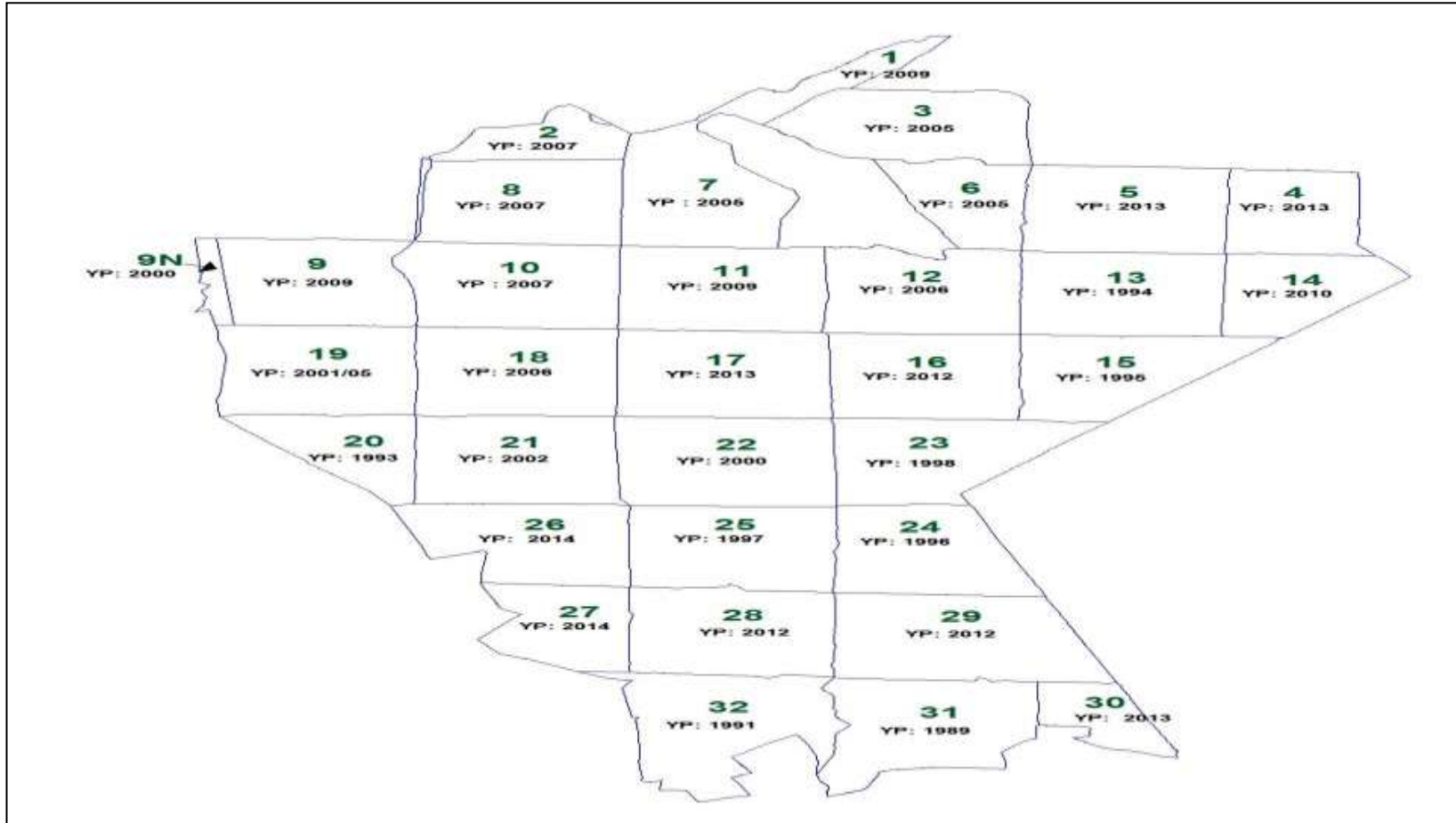


Figure 8. Operational Map of Sungai Erong Estate

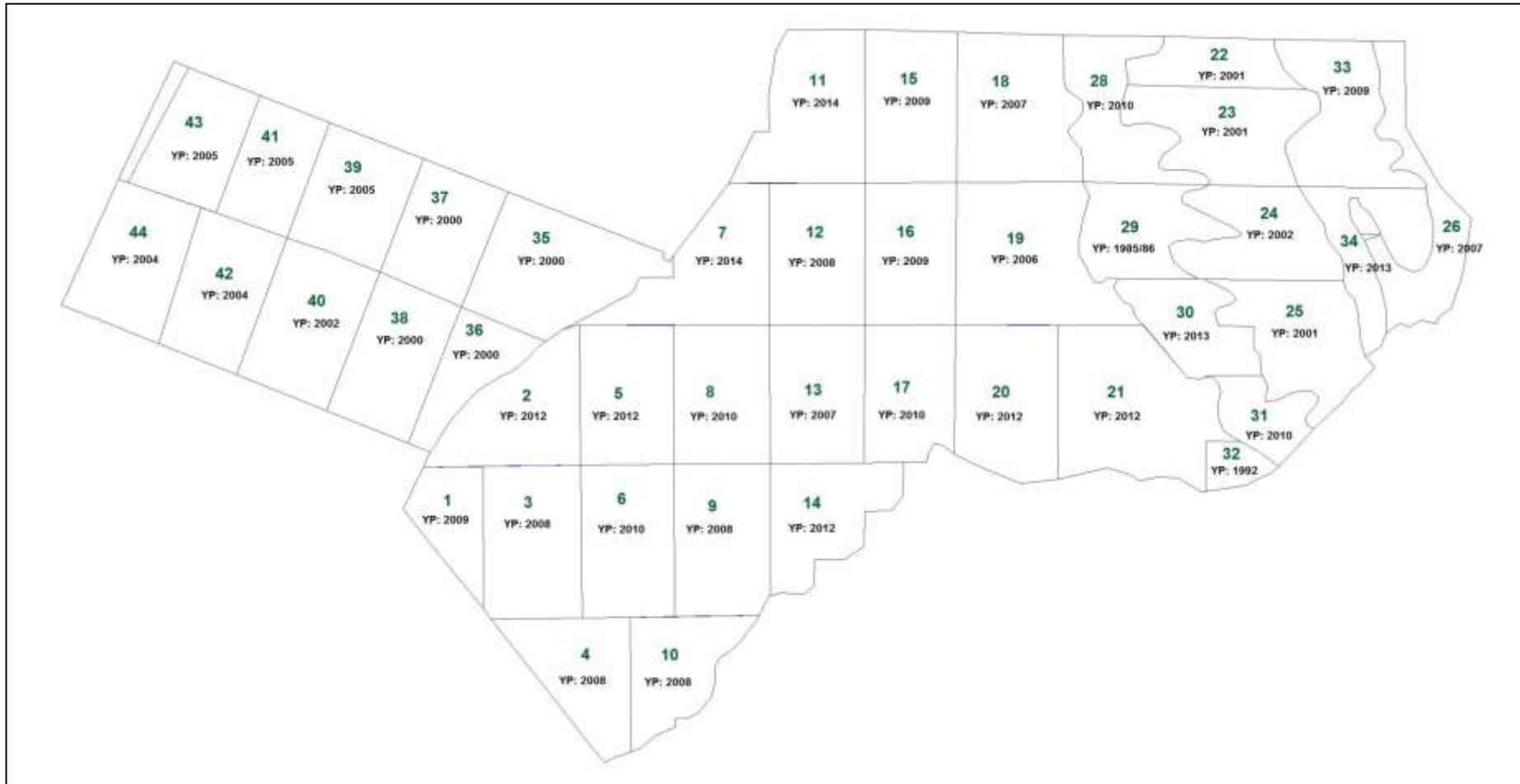


Figure 9. Operational Map of Seri Pelangi Estate

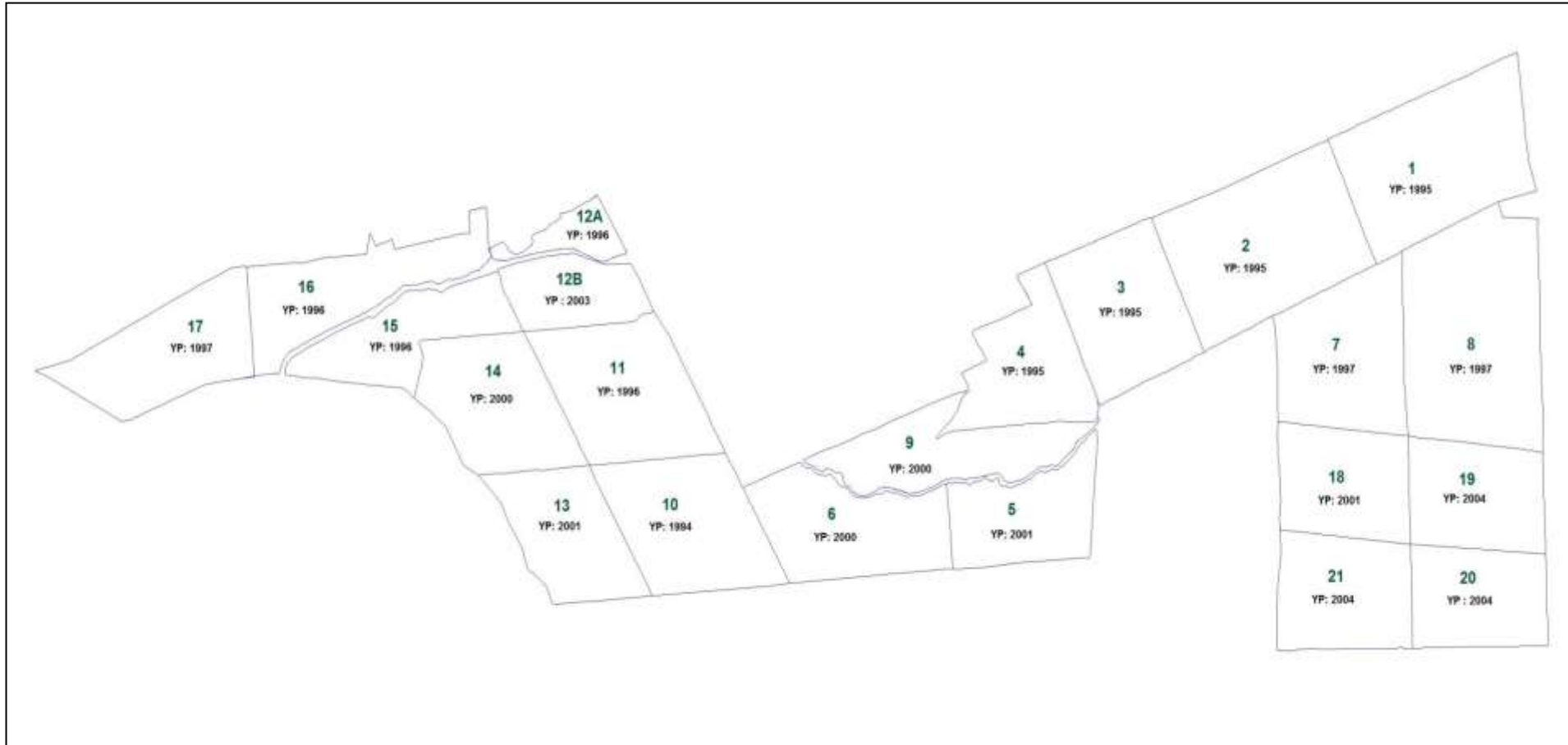


Figure 10. Operational Map of Ulu Bernam Estate.



Abbreviations Used

ASA	:	Annual Surveillance Audit
BOD	:	Biological Oxygen Demand
BTS (FFB)	:	Buah Tandan Segar (<i>Fresh Fruit Bunch</i>)
CPO	:	Crude Palm Oil
CSR	:	Corporate Social Responsibility
EFB	:	Empty Fruit Bunch
ESH	:	Environment and Safety and Health
FFB	:	Fresh Fruit Bunches
HCV	:	High Conservation Value (Nilai Konservasi Tinggi)
HIRARC	:	Hazard Identification Risk Assessment and Risk Control
IPM	:	Integrated Pest Management
MPOB	:	Malaysian Palm Oil Board
MSDS	:	Material Safety Data Sheet
NC	:	Non Conformance
OHS	:	Occupational Health and Safety
OER	:	Oil Extraction Rate
P&C	:	Principle and Criteria
PK	:	Palm Kernel
PKO	:	Palm Kernel Oil
POM	:	Palm Oil Mill
PSQM	:	Plantation Sustainability Quality Management
PMU	:	Plantation Management Unit
PPE	:	Personal Protection Equipment
RSPO	:	Roundtable on Sustainable Palm Oil
SEIA	:	Social and Environmental Impact Assessment
SIA	:	Social Impact Assessment
SOP	:	Standard Operating Procedure
UPB	:	United Plantations Berhad

1.0	SCOPE OF THE CERTIFICATION ASSESSMENT		
1.1	Assessment Standard Used	<ul style="list-style-type: none"> • <i>The Malaysian National Interpretation (MYNI), RSPO Principles and Criteria (P&C) for Sustainable Palm Oil Production endorsed on 6th March 2015</i> • <i>RSPO Supply Chain Certification Systems (SCCS) endorsed on 21st November 2014 for CPO Mill.</i> 	
1.2	Organisation Information		
1.2.1	Organisation name listed in the certificate	United Plantations Berhad	
1.2.2	Contact person	C. Mathews	
1.2.3	Organisation address and site address	Jendarata Estate 36009 Teluk Intan, Perak Darul Ridzuan, Malaysia	
1.2.4	Telephone	(+605) - 6411411	
1.2.5	Fax	(+605) - 6411876	
1.2.6	E-mail	cmu@unitedplantation.com	
1.2.7	Web page address	www.unitedplantation.com	
1.2.8	Management Representative who completed the application for certification	C. Mathews	
1.2.9	Registered as RSPO member	1-0004-04-000-00 , 19 July 2004	
1.3	Type of Assessment		
1.3.1	Scope of Assessment and Number of Management Unit	3 (<i>three</i>) unit Palm Oil Mill (Jendarata POM, Ulu Bernam POM & Ulu Basir POM) which receives FFB Supply from 8 (<i>eight</i>) unit estates; Jendarata Estate, Seri Pelangi Estate, Ulu Bernam Estate, Ulu Basir Estate, Sungei Erong Estate, Sungei Chawang Estate, Changkat Mentri Estate & Lima Blas Estate	
1.3.2	Type of certificate	Annual Assessment 2 (Holding)	
1.4	Locations of Mill and Plantation		
1.4.1	Location of Mill		
	Name of Mill	Location	Coordinate
			Latitude Longitude
	Jendarata Mill	Jendarata Business Unit, 36009 Teluk Intan Perak, Malaysia	N 3° 52' E 101° 01'
	Ulu Bernam Mill	Up River Business Unit, 35800 Slim River, Perak, Malaysia	N 3° 45' E 101° 07'
	Ulu Basir Mill	Up River Business Unit, 35800 Slim River, Perak, Malaysia.	N 3° 42' E 101° 15'
1.4.2	Location of Certification Scope of Supply Base		
	Name of Supply Base	Location	Coordinate
			Latitude Longitude
	Jendarata Estate	Jendarata Business Unit 36009 Teluk Intan, Perak	N 3° 52' E 101° 01'
	Seri Pelangi Estate	Seri Pelangi Estate Batu 11 ¾ Jalan Bidor 36009 Teluk Intan	N 3° 59' E 101° 08'

	Perak		
Ulu Bernam Estate	Up River Business Unit, 35800 Slim River, Perak, Malaysia	N 3° 45'	E 101° 07'
Ulu Basir Estate	Upriver Business Unit, 36500 Ulu Bernam, Perak	N 3° 42'	E 101° 15'
Sungai Erong Estate	Upriver Business Unit, 36500 Ulu Bernam, Perak	N 3° 46'	E 101° 12'
Sungei Chawang Estate	Upriver Business Unit, 36500 Ulu Bernam, Perak	N 3° 50'	E 101° 14'
Changkat Mentri Estate	Upriver Business Unit, 36500 Ulu Bernam, Perak	N 3° 44'	E 101° 13'
Lima Blas Estate	Upriver Business Unit, 36500 Ulu Bernam, Perak	N 3° 42'	E 101° 27'

1.5 Description of Area Statement
1.5.1 Tenure

• Private	28,708 Ha
• State	- Nil
• Community	- Ha

1.5.2 Area Statement

• Total/Certified area	28,708	Ha
• Mature area	26,032	Ha
• Immature area	1,338	Ha
• Mill	3.1	Ha
• Worker quarters	61.5	Ha
• Infrastructure	1,131	Ha
• Nursery	46.4	Ha
• Conservation Area	97	Ha
• HCV Area	-	Ha

1.6 Planting Year and Cycles
1.6.1 Age profile of planting year

Planting Year	Hectarage (Ha)								
	Jendarata	Seri Pelangi	Ulu Bernam	Ulu Basir	Sungei Erong	Sungei Chawang	Changkat Mentri	Lima Blas	Total
1981	8.5	-	-	-	-	-	-	-	8.5
1985	17.4	-	-	-	-	-	-	5.0	22.4
1986	-	-	-	-	45.0	-	-	-	45
1987	-	-	-	-	-	87.4	-	-	87.4
1988	-	-	74.8	196.10	-	330.38	-	-	601.28

1989	-	-	37.8	299.3	-	-	-	-	337.1
1990	74.8	-	108.3	-	-	-	-	-	183.1
1991	9.0	-	121.0	-	-	-	45.3	-	175.3
1992	-	-	129.8	-	37.6	-	-	-	167.4
1993	331.1	-	229.2	-	-	-	-	57.0	617.3
1994	452.7	71.00	249.8	11.57	-	-	35.0	97.0	917.07
1995	334.0	321.00	269.1	-	-	-	127.9	87.0	1139
1996	392.2	211.00	252.37	-	-	-	345.1	89.0	1289.67
1997	282.2	247.00	47.3	-	-	-	326.8	93.0	996.3
1998	-	-	14.81	-	-	-	47.3	95.0	157.11
1999	129.3	-	158.79	-	-	5.64	144.9	-	438.63
2000	851.8	175.00	94.79	-	333.77	-	375.6	113.0	1943.96
2001	232.8	150		-	248.5	41.9	139.6	98.0	910.8
2002	207.7	-	121.82	-	190.41	-	178.4	103.0	801.33
2003	197.3	3.0	45.3	-	-	78.8	-	-	324.4
2004	102.8	159.0	158.80	296.45	157.72	202.5	161.6	-	1238.87
2005	89.2	-	57.5	453.9	221.07	102.78	-	227.0	1151.45
2006	48.7	-	82.6	95.1	129.6	284.13	-	196.0	836.13
2007	217.4	-	203.33	394.4	247.91	410.56	-	227.0	1700.6
2008		-	-	235.7	449.83	60.1	220.0		965.63
2009	156.4	-	108.15	685.4	241.0	128.89	220.8	286.0	1826.64
2010	365.6	-	-	262.1	479.6	96.3	-	-	1203.6
2011	158.5	-	-	73.05	-	295.01	-	-	526.56
2012	265.1	-	185.43	93.6	490.0	-	-	309.0	1343.13
2013	373.3	-		259.8	57.5	471.4	17.7	300.0	1479.7
2014	256.8	-	267.61	351.3	170.49	644.21	80	147.0	1845.41
2015	379.4	-	131.6	29.23	-	-	-	211.0	751.23
TOTAL	5,934	1,337	3,150	3,737	3,500	3,240	2,394	2,740	26,032

1.6.2 New Planting area after January 2005/2010 0 Ha

1.6.3 Planting Cycle 2nd and 3rd cycle 30 Years

1.7 Description of Supply Base

1.7.1 Description of Mill

Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)	CPO		Palm Kernel	
			Out put (tonnes)	Extraction (%)	Out put (tonnes)	Extraction (%)
Jendarata Mill	50	158,555	35,484	22.38	8,283	5.22
Ulu Basir Mill	60	146,806	32,713	22.28	6,937	4.73

	Ulu Bernam Mill	40	149,792	32,737	21.85	7,375	4.92		
	<i>Production Data May 2014 till April 2015</i>								
1.7.2	Description of Certification Scope of Supply Base								
	Name of Estates	Certified Area (Ha)	Planted Area		FFB (tonnes/year)	Yield (tonnes/ha/year)	Supplied to Mill (%)		
			Mature (Ha)	Immature (Ha)			Jenda-rata	Ulu Bernam	Ulu Basir
	Jendarata	6,380	5,934	624	121,726	20.51	100	-	-
	Seri Pelangi	1,422	1,337	-	36,829	27.55	100	-	-
	Ulu Bernam	3,194	3,150	267	56,728	18.01	-	100	-
	Ulu Basir	3,987	3,737	403	72,821	19.49	-	99.58	0.42
	Sungai Erong	3,663	3,500	228	62,538	17.86	-	82.01	17.99
	Sungei Chawang	3,286	3,240	1,116	46,887	14.47	-	88.5	11.5
	Changkat Menteri	2,549	2,394	26	57,624	24.07	-	-	100
	Lima Blas	2,889	2,740	447	49,365	18,02	<i>During the last 12 months period before the assessment Lima Blas Estate supplied to Lima Blas Mill</i>		
	TOTAL	27,370	26,032	3,111	504,518	19.38	-		
	<i>Production Data May 2014 till April 2015</i>								
	<i>Note: Lima Blas Mill plan to decommissioned on 21 August 2015</i>								
1.7.3	FFB description from other source								
	Name of source	Member	Location			Supplied to Mill			
						FFB (tonnes/year)	%		
	-	-	-			-	-		
	TOTAL								
	<i>No FFB supplied from Smallholders and other source</i>								
1.7.4	Product categories			FFB, CPO, PK					
1.8	Estimate Tonnage of Certified Product								
1.8.1	Past Annual Claim Certified Product (JENDARATA MILL)			Certificate Claim (tonnes/year)		Actual certified product (tonnes/year)			
	• FFB Production			171,920		158,555			
	• CPO Production			39,210		35,484			
	• Palm Kernel (PK) Production			8,970		8,283			
	Past Annual Claim Certified Product (ULU BASIR MILL)			Certificate Claim (tonnes/year)		Actual certified product (tonnes/year)			
	• FFB Production			212,760		146,806			
	• CPO Production			46,544		32,713			
	• Palm Kernel (PK) Production			11,701		6,937			
	Past Annual Claim Certified Product (ULU BERNAM MILL)			Certificate Claim (tonnes/year)		Actual certified product (tonnes/year)			
	• FFB Production			191,463		149,792			
	• CPO Production			42,121		32,737			
	• Palm Kernel (PK) Production			10,530		7,375			
	<i>Based on data May 2014 till April 2015</i>								

1.8.2	Estimate of Certified FFB Claim							
	Name of Estates	Total Area (Ha)	Mature Area (Ha)	FFB (tonnes/year)	Yield (tonnes/ha/year)	Supply to Mills		
Jendarata						Ulu Basir	Ulu Bernam	
	Jendarata Estate	6,380	5,934	134,230	22.62	129,760	2,280	2,190
	Seri Pelangi Estate	1,422	1,337	38,170	28.55	32,610	2,380	3,180
	Ulu Bernam Estate	3,194	3,150	73,566	23.35	956	3,040	69,570
	Ulu Basir Estate	3,987	3,737	77,100	20.63	2,158	72,340	2,602
	Ladang Sungai Erong	3,663	3,500	76,186	21.77	1,766	2,220	72,200
	Ladang Sungei Chawang	3,286	2,200	52,590	23.90	2,310	1,980	48,300
	Changkat Menteri Estate	2,549	2,394	60,690	25.35	1,360	57,150	2,180
	Lima Blas Estate	2,889	2,740	51,500	18.80	1,680	47,800	2,020
	TOTAL	27,370	24,992	564,032	22.57	172,600	189,190	202,242
	<i>Forecast August 2015 – July 2016 (* Lima Blas Mill will decommissioning on August 2015)</i>							
1.8.3	Estimate of Certified Palm Product Claim							
	Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)	CPO		Palm Kernel		
Out put (tonnes)				Extraction (%)	Out put (tonnes)	Extraction (%)		
	Jendarata Mill	50	172,600	39,277	22.76	8,962	5.20	
	Ulu Basir Mill	60	189,190	41,574	21.97	10,101	5.34	
	Ulu Bernam Mill	40	202,242	44,197	21.85	11,143	5.51	
	TOTAL		564,032	125,048	22.17	30,206	5.36	
	<i>Forecast August 2015 – July 2016</i>							
1.9	Other Certifications							
	-							
1.10	Time Bound Plan							
1.10.1	Time Bound Plan for Other Management Units							
	Management Unit		Estate (Supply Base)	Time Bound Plan	Location	Status		
	MILL	Time Bound Plan						
	Indonesia							
	Lada POM PT Surya Sawit Sejati	2016	Lada Estate	2016	Kotawaringin Barat District, Central Kalimantan	Planning		
			Runtu Estate	2016				
			PT. Sawit Seberang Seberang (PTSSS2)			Kotawaringin Barat District, Central Kalimantan	Liquidated and converted to <i>Smallholder (Plasma)</i>	

Malaysia					
Jendarata POM	2008	Jendarata Estate, Seri Pelangi Estate, Ulu Basir Estate, Ulu Bernam Estate, Sungai Ering Estate, Sungai Chawang Estate, Changkat Mentri Estate, Lima Blas Estate	2008	Teluk Intan, Perak Darul Ridzuan, Malaysia	Re-Certified 2014 Audited (ASA-2)
Ulu Basir POM	2008	Jendarata Estate, Seri Pelangi Estate, Ulu Basir Estate, Ulu Bernam Estate, Sungai Ering Estate, Sungai Chawang Estate, Changkat Mentri Estate, Lima Blas Estate	2008	Teluk Intan, Perak Darul Ridzuan, Malaysia	Re-Certified 2014 Audited (ASA-2)
Ulu Bernam POM	2008	Jendarata Estate, Seri Pelangi Estate, Ulu Basir Estate, Ulu Bernam Estate, Sungai Ering Estate, Sungai Chawang Estate, Changkat Mentri Estate, Lima Blas Estate	2008	Teluk Intan, Perak Darul Ridzuan, Malaysia	Re-Certified 2014 Audited (ASA-2)
UIE POM	2008	UIE Estate	2008	Pantai Remis, Perak Darul Ridzuan, Malaysia	Re-Certified 2014 Audited (ASA-2)
1.10.2	Progress of Associated Smallholders and Outgrowers for Certifiable Standard				
	There are no associated smallholders supplying FFB to this mill.				

2.0	ASSESSMENT PROCESS
2.1	Assessment Team
2.1.1	Lead Assessor and Assessment Team
	<ol style="list-style-type: none"> 1. Oktovianus Rusmin (Lead Auditor). Indonesian Citizen. Bachelor's Degree in Social & Political Sciences Department of Anthropology. Specialists in the field of Social and Cultural (Social Impact & Conflict Resolution) and HCV. Already participated in Forest Management Auditor Training (FSC Standard), ISO 14001 Environmental Management System Training, SVLK (wood legality) Auditor, Indonesian Sustainable Palm Oil (ISPO) and RSPO Lead Auditor Training. He was several times involved in the assessment of Sustainable Forest Management Certification (Standard LEI) and Gap Analysis Audit (FSC Standard). Had worked at the Center for study of Anthropology University of Indonesia and Social Advisor at Tropical Forest Trust (TFT) Indonesia. He was numerously involved in Social Impact Assessment and HCV Identification in Palm Oil Plantations and Natural Forest concessions and was approved as HCV assessor by RSPO for Social Discipline Specialist. Have been involved in several palm oil certifications as Auditor and Lead Auditor. In this Annual Surveillance Assessment, he conducted an assessment on Social aspect and SCCS. 2. Dinesh Nadarajah. Founder and managing director of MALAYSIANA EHS Consultants Sdn Bhd, a specialist environmental consultancy company. He has more than 20 years experience undertaking consultancy assignments in Environmental Impact Assessments (EIA), Environmental Management Plans (EMP), Wildlife Management Plans (WMP), Environmental Screening &/ Scoping Studies (ESS), Environmental Audit (Legal compliance, Eco-label, ISO 14001 EMS), ISO 14001 Environmental Management Systems, (EMS), Environmental Training including Environmental Law, Integrated Management System (IMS) covering ISO 14001, OHSAS 18001 Occupational Health & Safety Management Systems, ISO 9001 Quality Management Systems (QMS) and/ or Hazard Analysis and Critical Control Point (HACCP), RSPO, Waste Management, Chemical Health Risk Assessments (CHRA) and Emergency Response Plans (ERP) within a wide range of sectors in the region. He has conducted more than 850 training programmes for a diverse range of clients throughout South East Asia. In Initial Audit Stage 2, he conducted an assessment on <i>Best Practices Mill and OHS aspect</i>. 3. Yap Chin Hung (Auditor). Graduate from University of Malaya with a Bachelor of Engineering (Honours) Degree in Manufacturing Engineering. He is a member of the Institute of Engineers, Malaysia. He had consulted and trained clients from various industries such as chemical, metal fabrication, engineering, electronics, manufacturing, fabrications, plastics, construction and trading in setting up and implementing the Management Systems based on ISO 9001, ISO 14001, ISO 13485, ISO 2200, HACCP, GMP, FSC and OHSAS 18001. Along his service as ISO consultant, he has assist more than 100 companies to obtain the ISO certification from various Certification Body. Yap is also the associate auditor for QE Certification, UK helping in carrying out 3rd party certification audit for ISO 9001, ISO 14001, ISO 22000 & OHSAS 18001. In Annual Surveillance Audit 3, he conducted an assessment on Health and Safety aspect. 4. Mohd. Nizam (Auditor). Graduated from University Malaya with a Bachelor of Sciences with Honours (Ecology). Registered as a DOE environmental auditor EA 0012 and EIA consultant AC 0808. He had a 7 years experience on plantations as assistant manager at Asiatic Development Berhad. He had 21 years experience on auditing works on ISO 14000 Advanced EMS Auditing, Identifying Environmental Aspects & Impacts by Sirim Training Services S/B, Environmental Assessment & Management (Aberdeen, Scotland), Project Management Training Course & Train The Trainer Course (MIM). In Annual Surveillance Audit 3, he conducted an assessment on environment (conservation) and Best Agriculture Practices. 5. Mohd. Hairimi (Auditor). Graduated from University Kebangsaan Malaysia with a Masters of Social Science (Social and Environmental Impact Assessment) and Bachelor of Social Sciences with Honours (Geography). Registered as assistant consultant on Social Impact Assessment with DOE Malaysia AC 1105, and certified on CESSWI 3756 (Certified Erosion Sediment and Storm Water Inspector). He was involved for past 5 years in environment auditing and in Social and Environmental Impact Assessment Report (EIA and SIA). In Annual Surveillance Audit 3, he conducted an assessment on Social aspect (Social Impact Assessment) and Community Development. 6. Mohammad Aman Samsurey (Auditor). Graduated in Biochemistry for his first degree from University of Arizona, United States of America in 1997 and received his Executive Masters in Management from Asia-e-University in 2012. He has 18 years' experience in environmental consultancy service covering various types of

	<p>projects and has become the Team Leader in a few Environmental Impact Assessment (EIA) projects and a Team Member in some other EIA projects as well as other environmental projects like Environmental Management Plan (EMP), Environmental Monitoring And Audit Report (EMAR) etc. He is registered as an EIA Consultant with DOE since 2007 carrying DOE registered no.(C0101) with 3 fields registered namely water quality, noise and vibration and general environmental management. He is also a registered,CESSWI(3530), CPECS(7468), MIS-BOSET , OGSP , and CIDB. He has also done a few environmental compliance audits covering areas in industries and housing development and acted as an assistant to the registered auditor with DOE.</p>
2.2	Assessment Methodology, Assessment Process and Locations of Assessment
2.2.1	Figure of person days to implement assessment
	<p>Number of auditors : 6 auditors Number of days for at site : 4 days Number of working days for at site: 24 Working days</p>
2.2.2	Detail process of assessment
	<p>The assessment was conducted by measuring the sufficiency of implementation with the consistency done by the Jendarata POM, Ulu Bernam POM & Ulu Basir POM (United Plantations Berhad) to the requirements of <i>The Malaysian National Interpretation (MYNI)</i>, <i>RSPO Principles and Criteria (P&C) for Sustainable Palm Oil Production endorsed on 6th March 2015 and the RSPO Supply Chain Certification Systems (SCCS) endorsed on 21st November 2014 for CPO Mill.</i></p> <p>The assessment was conducted in three methods: (1) document review, aiming to observe the sufficiency of types or substances from required documents; (2) <i>interview</i>, aiming to obtain more detailed information and cross check the information; and (3) field observation, aiming to observe directly the sufficiency of implementation on site.</p> <p>Some opportunities for improvement of the results delivered by the MUTU auditor to the management unit and the results are the subject will be verified at the next assessment phase.</p> <p>Improvement of findings from main assesment findings were observed by auditors at this . All information obtained was recorded in Check List of PT Mutuagung Lestari (MUTU) and part of Surveillance report.</p> <p>The assessment program please finds Appendix 2.</p>
2.2.3	Locations of Assessment
	<p>The scope of the audit was based on a sampling of the supply bases. In total there are 8 supply bases Jendarata Estate , Seri Pelangi Estate, Ulu Bernam Estate, Ulu Basir Estate, Sungei Erong Estate, Sungei Chawang Estate, Changkat Mentri Estate, Lima Blas Estate. Based on sampling, 3 estates were selected (Jendarata Estate, Ulu Basir Estate and Ulu Bernam Estate). These estates are the biggest among the 8 supply bases.</p> <p>Detail of visited locations such as:</p> <p>1. MILL</p> <p><u>Jendarata Mill</u></p> <ul style="list-style-type: none"> • SCCS verification and observation of weighbridge, loading ramp and interview of related personal in charge in relation of supply chain implementation. • Observation of process from incoming FFB to POME, carried out physical EHS inspection of facilities, operations & machinery included of : <ul style="list-style-type: none"> - Mill operations, Schedule Waste store, workshop - Boilers, CEMS, witnesses testing alarm - Scheduled waste store, lab, tractor workshop, - Water treatment plant – discharge point - POME ponds, final discharge point, sludge drying pit & furrows - Biogas plant

Ulu Basir Mill

- SCCS verification and observation of weighbridge, loading ramp and interview of related personal in charge in relation of supply chain implementation.
- Observation of process from incoming FFB to POME, carried out physical EHS inspection of facilities, operations & machinery included of :
 - Mill operations, Schedule Waste store, workshop
 - Boiler, Air pollution control equipment, CEMS
 - POME ponds, final discharge points, cascading flatbeds
 - Flood pumps & bunds
 - Biogas plant, Gas engine scrubber construction works
 - Construction works – new APCS

Ulu Bernam Mill

- SCCS verification and observation of weighbridge, loading ramp and interview of related personal in charge in relation of supply chain implementation
- Observation of process from incoming FFB to POME, carried out physical EHS inspection of facilities, operations & machinery included of :
 - Mill operations, SW store, workshop
 - Boiler, CEMS,
 - POME ponds, final discharge points, furrows

2. ESTATES

Jendarata Estate

- Water Treatment Plant, Observation of water treatment process and interviewed for chemical handling process.
- Field 58, observation of buffalo harvesting process and worker interviewed for harvesting processes.
- Chemical Store, observation of chemical store and interviewed with personal in charge in relation of chemical hazardous management.
- Field 29, observation of spraying process and interviewed with of sprayer (safety and workers welfare aspects).
- Field 2, observation of Integrated Pest Management (IPM) implementation via Barn Owl box for rat and pheromone trap for rhino beetle control.
- Field 71, Recyclables observed on site
- Sungai Bernam, Buffer Zone was observed along the river.
- Boundary Stones: was observed number 88 & 97
- Children crèche : observe regarding the social and welfare issues.
- Group Hospital : observe the facilities and interviews the Hospital Assistant and Doctor.
- Foreign Guest House, inspect the facilities and interview workers regarding the welfare issues.
- Shop Lot, observe the goods and services provided.

Ulu Basir Estate

- Field 7, Observation of Fertilizing process and interview the worker
- Field 43, Observation of pesticide spraying activity and interview the worker (safety and workers welfare aspects).
- Field 31B, Observation of harvesting activity and interview the worker
- Field 13, Observation of spraying process and interview the workers (proper training in spraying works).
- Chemical Store, Observation of chemical storage and interview of personal in charge in relation of hazardous material management.
- Field 18, Observation of Peat soil and water management plan.
- Field 25, Bernam River Riparian Reserve (Riparian reserve start from bund and extent up to 6 chains).

	<ul style="list-style-type: none"> • Boundary Stones: was observed number 02 • Foreign Workers Quarters, observation and inspect the facilities for the workers regarding the welfare issues. • Supporting facilities (Kindergarten, Creche, Dispensary, Mosque, Minimarket), observe the facilities and conditions. <p>Ulu Bernam Estate</p> <ul style="list-style-type: none"> • Field 51, Observation of fertilizing process and interview the worker • Field 52, Observation of harvesting activity and interview the worker (safety and workers welfare aspects). • Boundary Stones: was observed number 80 & 91 • Field 65, Observation of domestic dump site (good maintenance of dumpsite observed and rubbish was segregated) • Chemical Store, Observation of chemical storage and interviewed of personal in charge (mobile fire unit was tested and water pressure was sufficient and at good condition). • Tractor Pool 2, Chemical store and scheduled waste storage area were observed to be in good condition and well maintained.
2.3	Stakeholder Consultation and List of Stakeholders Contacted
2.3.1	Summary of stakeholder consultation process.
	<p>Stakeholder consultation of Jendarata POM, Ulu Bernam POM & Ulu Basir POM:</p> <ul style="list-style-type: none"> • Public Notification at RSPO website on May 01, 2015. • Public consultation on June 04, 2015 was participated by related agency and local peoples or community surrounding • Interview the internal stakeholders on June 1, 3 & 4, 2015 in audit process (particularly to foreign workers, eq. from Indonesia, Bangladesh, etc). <p>Numbers of input from stakeholders were clarified by Jendarata POM, Ulu Bernam POM & Ulu Basir POM. Numbers of inputs from stakeholders both positive and negative were received by the audit team and clarified by the management. The consultation results are captured under 3.6 (Summary of Arising Issues from Public, Management and Auditor Response).</p>
2.3.2	List of stakeholder contacted
	Please find appendix 1
2.4	Determining Next Visiting
	The next visit (Surveillance-3) will be determined nine to twelve months after the date of certificate issued with the approval from Unit Management.

3.0. ASSESSMENT RESULT

3.1. Summary of Assessment Report of the RSPO Certification

MUTUAGUNG LESTARI has conducted an assessment Jendarata POM, Ulu Bernam POM & Ulu Basir POM, *United Plantations Bhd* operation consisting of three (3) mill and eight (8) oil palm estates.

During the assessment, there were one (1) Nonconformities were assigned against Major Compliance Indicator; no nonconformity were assigned against Minor Compliance Indicators; and five (5) opportunity for improvements were identified.

Further explanation of the non-conformities raised and corrective actions taken by the company are provided in section 3.5. The company has already prepared and implemented the corrective action(s) that had been reviewed and accepted by Auditor(s) in form of documentation evidence(s) e.g. document and record. Those corrective action(s) taken that consist of one (1) Major non-conformity had been closed out.

MUTUAGUNG LESTARI found that Jendarata POM, Ulu Bernam POM & Ulu Basir POM, *United Plantations Bhd*, complied with the requirements of *The Malaysian National Interpretation (MYNI), RSPO Principles and Criteria (P&C) for Sustainable Palm Oil Production endorsed on 6th March 2015 and the RSPO Supply Chain Certification Systems (SCCS) endorsed on 21st November 2014 for CPO Mill*. Therefore MUTUAGUNG LESTARI Recommends RSPO Certification of compliance is ***maintained***.

Ref Std.	VERIFICATION RESULT of MUTU-Certification
PRINCIPLE #1 COMMITMENT TO TRANSPARENCY	
1.1	Plantation and Palm Oil Factory have to give adequate information for stakeholders in appropriate language and forms, to ensure the effective participation of stakeholders in decision-making.
	<p>The estates and mills are provide few documents for stakeholders, for examples:</p> <p>Estate</p> <ul style="list-style-type: none"> Letter from C. Mathews, Group Manager Human Resources And ESH dated 30/4/2015 Stakeholder Request & Reply table - 6/4/2009 - 9/4/2015; Documents are observed and documented. <p>Mill</p> <p>Based on document of Record of Request & Responses is there are no information request by stakeholder. Only any request for example :</p> <ul style="list-style-type: none"> Letter from Senior High School Ulu Bernam related to Permission to use Community Hall for Program “Ibu Bapa Memastikan Peningkatan Akademik Anak (AMPAK)” 17 April 2015. Response by Management Unit of Ulu Bernam Mill by Letter of Group Engineer Upriver to Head of Senior High School Ulu Bernam that approve these request, dated 18 April 2015. <p>Based on document review and stakeholder consultation, there is no issue regarding the information request.</p>
	Status: Full Compliance
1.2	Management documents are publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.
	<p>United Plantations Berhad has had the Policy on Documents Can Be Publicly Made Available. In line commitment to transparency the following documents are publicly available on request:</p> <ol style="list-style-type: none"> Title ref no. and use of land observed on the summary list. Land title ref no. 8897 (58288) was observed. United Plantations Berhad Occupational Safety And Health Policy 23/3/2013; OSHA Training Programme 2015 & Guidelines For Prevention And Control of Fire

- 3. Environment Risk Assessment (ERA) covers a few aspects such as:-
 - * United Plantations Berhad, ERA - 2015 (Operation - Nursery)
 - * United Plantations Berhad, ERA - 2015 (Operation - Replanting)
 - * United Plantations Berhad, ERA - 2015 (Operation - Construction of 4 Units of Shophouses At Div 2)
 - * There is an evidence of meeting for stakeholder on 23 April 2015 for Ladang Jendarata where 29 people attended. The stakeholders meeting are held by yearly basis. No negative issues are raised.
- 4. HCVs:
 - * Map of HCV - Wildlife Conservation in Jendarata Estate
 - * Biodiversity Inventory of Jendarata Estate.
 - * Conservation Review Plan
- 5. Waste Management Plan, ERA, Environmental Action Plan.
- 6. United Plantations Berhad (Human Rights Policy) - 23/3/2013

Status: Full Compliance

1.3

Growers and millers commit to ethical conduct in all business operations and transactions.

There was available document of Ethical Conducts, 2014, page 39 that explain of United Plantations commitment in related to:

- Obeying of the Law
- Consumers
- Shareholders
- Business Partners
- Community Involvement
- The Environment
- Competition
- Business Integrity
- Conflict of interest
- Whistle Blowers
- Employees
- Right of Employees
- Gender Policy
- Guest Worker Policy
- Occupational safety and Health
- Human Right Policy

Based on interview with a few workers at mill and estate in audit process, they have been understood about the Ethical Conduct.

Status: Full Compliance

PRINCIPLE #2 COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS

2.1

There is compliance with all applicable local, national and ratified international laws and regulations.

Legal Register covering the applicable local and international laws and regulations is available at the estates. The identified legislations were regarding to safety and health, environmental management, pollution management, chemical handling, usage & storage, schedule waste management, worker welfare, wild life protection, infrastructure requirements, etc.

Relevant required licensing and document such as MPOB license, competence driver license, land title, SPAN domestic water treatment license, group hospital license, etc. observed.

Based on the site assessment, interviews and evidence checking at the estate, there were evidences of compliance with the relevant laws, regulations, local and International laws. Good legal compliance practice level observed.

There were no cases of any violation or actions imposed by relevant authorities. Communication to worker on legal requirements was held in regular basis. Good understanding and awareness level observed among the workers.

Evaluation of compliance performed and found compliance with relevant requirements. Periodic review of legal compliance observed. Tracking of law changes system in place and coordinated by HR department. Information on the new revised legal

requirement communicated via circular. Effective law changes tracking system observed. The Jendarata POM has established a Legal Requirement Register which listed legislation applicable to operations and activities. There was evidence of compliance to identified legal requirements and implementation was verified by conducting internal audits and/ or inspection by the SHO and/or HRSHE Manager. There was evidence corrective action being implemented to address audit findings. The mills also maintain log books and/ records of comments noted by authorities that conduct inspections of the mills. Changes in legal requirements was tracked via receiving MAPA circulars, correspondence from authorities and subscribing to www.lawnet and the Tracking Changes File was sighted. The mills receive memos from the HRSHE Manager regarding new applicable regulations and there was evidence of actions to ensure compliance were being implemented. At Ulu Basir and Ulu Bernam Mills a comprehensive register of permits, approvals and licenses was sighted which was effectively used to facilitate the tracking and renewal process. The mills were in progress of obtaining the Fire Certificate from BOMBA and documented evidence the application to BOMBA was sighted. There was good compliance of POME final discharge and air emissions from the boiler stacks with legal limits stipulated by DOE in the mill license. A lapse in scheduled waste control was noted at Ulu Basir Mill (NCR).

During the audit in Ulu Bernam POM, it was observed that the SW 410 contaminated filter and rag storage period was more than 180 days which against the legal requirement in Environmental Quality (Scheduled Wastes) (Amendment) Regulations 2007, regulations 9. No SW 410 (contaminated filter) disposal since generated on 1/2/2012 and no disposal of SW 410 (contaminated rag) since generated on May 2013. Consent from authority was not available during the audit. **NCR. 2015.01**

Auditor Observation
June 18, 2015

The management of United Plantation-Ulu Bernam Engineering Department was sent evidences:

- Consignment Note For Schedule Waste of Rags 1 ½ drum & Oil Filters 1 ½ drum from Ulu Bernam Engineering to Tex Cycle (P2) Sdn. Bhd, dated 18 June 2015.
- Consignment Note For Schedule Waste of Spent Lubricant Oil 3 drum from Ulu Bernam Engineering to Tex Cycle (P2) Sdn. Bhd, dated 18 June 2015.
- Delivery Note of Tex Cycle (P2) Sdn.Bhd by United Plantations Sdn. Bhd, Number 108235, dated 18 June 2015.
- Delivery Note from United Plantation-Ulu Bernam Engineering Department to Tex Cycle (P2) Sdn. Bhd, Number 3658, dated 18 June 2015.
- License of Tex Cycle (P2) Sdn. Bhd Number 001486 & 001487 for Transportation Vehicle of Schedule Waste, Issued by Jabatan Alam Sekitar Negeri Selangor (Environment Agency of Selangor State) dated 27/2/2015, valid from 1 May till 30 April 2016.

According to the evidences shown by United Plantation-Ulu Bernam Engineering Department, the non-conformity is **Closed**.

Status: Full Compliance

2.2

The right to use the land can be demonstrated, and is not legitimately contested by local communities with demonstrable rights

Relevant land title for estates was available. The Land Title or Use Rights (Ketuanpunyaan), reference number was observed are: ref reference number 58288 (Jendarata Estate), reference number 23643 (Ulu Basir Estate) and reference number 48995. There was sighted of each tax for land use (Bea Cukai Tanah) for all estates. The Land Righth wil be valid until year 2103 Physical marker available along the legal boundary of all estates. Land title awarded and observed with sufficient evidence documents. No land right dispute observed in the estates.

Status: Full Compliance

2.3

Use of the land for oil palm does not diminish the legal rights, or customary rights, of other users, without their free, prior and informed consent.

The lands at the estates are legally owned by United Plantations Berhad. Records are available to show that the legality of land use. The lands are not encumbered by any customary lands or user rights and therefore the process of participatory mapping is not required. Therefore, the estates do not diminish the legal, customary or user rights of other users without their free, prior and informed consent.

Status: Full Compliance

PRINCIPLE #3 Commitment to long-term economic and financial viability

3.1

There is an implemented management plan that aims to achieve long term economic and financial viability.

Annual budget for estates observed for year 2015 ~ 2018. Proper budget data observed and showed good projection towards next three years. Replanting programme observed for individual estate. Replanting activities properly planned. Replanting programme progress monitored and updated with the new coming new information.

Jendarata Mill

All the operation at the stations are properly planned and for the next 3 years projection were based on FFB production by the estate. The production projected from August 2015 till July 2016 are details on table below:

Month	FFB	CPO	PK
Aug - Oct 2015	50,770	11,584	2,640
Nov 2015 - Jan 2016	38,230	8,726	1,982
Feb - Apr 2016	37,300	8,462	1,935
May - Jul 2016	46,300	10,505	2,405
Total	172,600	39,277	8,962

Ulu Basir Mill

All the operation at the stations are properly planned and for the next 3 years projection were based on FFB production by the estate. The production projected from August 2015 till July 2016 are details on table below:

Month	FFB	CPO	PK
Aug - Oct 2015	52,540	11,559	2,835
Nov 2015 - Jan 2016	47,150	10,368	2,540
Feb - Apr 2016	44,810	9,852	2,371
May - Jul 2016	44,690	9,795	2,355
Total	189,190	41,574	10,101

Ulu Bernam Mill

All the operation at the stations are properly planned and for the next 3 years projection were based on FFB production by the estate. The production projected from August 2015 till July 2016 are details on table below:

Month	FFB	CPO	PK
Aug - Oct 2015	52,980	11,559	2,850
Nov 2015 - Jan 2016	47,132	10,368	2,568
Feb - Apr 2016	48,970	10,778	2,739
May - Jul 2016	53,160	11,409	2,976
Total	202,242	44,197	11,133

Replanting program properly planned and will end by year 2019. The 5 year replanting programme for Jendarata Estate, Ulu Basir Estate & Ulu Bernam Estate was observed. Projection of replanting sight details in table below.

Jendarata Estate

5 year replanting programme for Jendarata Estate observed dated 8/8/2014. Updating information provided from the time to time. Additional 193.20 ha set for replanting according to memo dated 11/3/2015.

Replanting programme

- a) Year 2015 – 379.4 Ha
- b) Year 2016 – 449.6 Ha
- c) Year 2017 – 399.5 Ha
- d) Year 2018 – 364.8 Ha
- e) Year 2019 – 317.9 Ha

Ulu Basir Estate

5 year replanting programme for Ulu Basir observed where the replanting ended on year 2016.

Projected replanting programme:

- a) Year 2015 – 240.47 Ha
- b) Year 2016 – 226.4 Ha

Ulu Bernam Estate

5 year replanting programme for Ulu Bernam observed.

Projected replanting programme:

- a) Year 2015 – 543.36 Ha
- b) Year 2016 – 180.27 Ha
- c) Year 2017 – 273.50 Ha
- d) Year 2018 – 274.30 Ha
- e) Year 2019 – 278.90 Ha
- f) Year 2020 – 208.29 Ha

Status: Full Compliance

PRINCIPLE #4 Use of appropriate best practices by growers and millers

4.1

Operating procedures are appropriately documented and consistently implemented and monitored.

There were standard SOPs used within UPB group. Checking mechanism was done by agricultural practices checklist (40 numbers). Monitoring was conducted by census record on fertilizer, weedicides, and pesticides.

United Plantations Berhad has established documented Standard Operating Procedures for the Mill Engineering Department. A total of 16 SOP were listed and an additional SOP was developed specifically for the Biogas Plant which was very comprehensive.

There is available SOP in Mill & Estate.

- Safe Working Practices for mill area documented in Standard Operating Procedures Oil Palm Field Practices, Revised 14/04/2015 (OSHA Practices for Mill)
Sampling picture of PPE used in Mill observed on field visit in Ulu Bernam Mill
- Safe Working Practices for estates are documented in SOP for Operational Plantation estates, SOP Revised, UPB Guest Policy and OSHA Practices for Estate.

Based on field visit on Mill area and Estate sighted that if the workers are using PPE properly. For exempling by field visit on Ulu Bernam Mill and Ulu Bernam Estate has shown that the workers used PPE. Workers interview was indicated they understood if the company has policy for PPE used. For examples a former sprayer and has 10 years experienced, proper PPE was provided such as boots, gloves, apron, mask and goggle

The mechanism to check consistent implementation of SOP was reviewed and records of monitoring and actions taken for the mill FFB processing losses, unstripped bunches and biomass boiler water quality was sighted.

Mill operations were very well controlled and monitored in accordance to SOPs by competent personnel and this was reflected in the consistent high OER achieved.

The UPB mills and estates have a mechanized locomotive system which facilitates transportation of FFB from the fields' right into the sterilizers with minimum handling. The mill production lines were being progressively upgraded from mild steel to stainless steel (GP).

	Status: Full Compliance	
4.2 Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.		
<p>All the UP estates were using Field management manual as a SOP. Fertiliser recommendation was provided by Agronomy and input was monitored through record of fertilizers application. Nutrient recycling implementation was done by EFB, POME and boiler ash. Based on document review, there is available Monthly Fertilizer application progress 2015 (refer to recommendation 2015) and Summary of total fertilizer applied in 2014. By result of field visit observation, for examples at Field F17/Div 1 Ulu Basir Estate that sighted is the workers have attended fertilizer training prior to enter the field. They have a knowledge of fertilizer application.</p> <p>There is available soil sampling in each estate, last done on 10/10/2014. Soil sampling in field management manual or when necessary.</p> <p>Jendarata Estate Foliar and Soil sampling was latest done on 27/3/1015. 214 samples were collected.</p> <p>Ulu Basir Estate Foliar sampling and soil sampling, 30/12/14 – 3/1/15.</p> <p>Ulu Bernam Estate</p> <ul style="list-style-type: none"> • UPRD Soil analysis report, 2008 • UPRD Foliar analysis report, 2014. <p>Jendarata Estate</p> <ul style="list-style-type: none"> • EFP application :- 42 ha & 3426.02 t • POME application :- 78 ha & 31677t • Boiler ash for road patching. <p>There is available document of :</p> <p>Ulu Basir Estate</p> <ul style="list-style-type: none"> • EFB application till April 2015 (F51 &F52). • POME application for F53 <p>Ulu Bernam Estate</p> <ul style="list-style-type: none"> • EFB application map, 2014 – 2015. • Records of EFB, solid and liquid POME (volume) <p>Has been observed of EFB application and boiler ash in Ulu Bernam Estate</p>		
	Status: Full Compliance	
4.3 Practices minimize and control erosion and degradation of soils.		
<p>Management of fragile soil concentrated on peat soil. Water management plan including drainage system, irrigation system, water pump, weirs and sand bags. Monitoring of water table was a priority. There is no record of steep slopes within the estate. Ulu Bernam Estate has small area of peat (about 2 ha) and relatively large acid sulphate area (1,762ha). Water Management Plan was available.</p> <p>There is available in each estate:</p> <ul style="list-style-type: none"> • Soil Map • Soil Type <p>Jendarata Estate</p> <ul style="list-style-type: none"> - Peat soil = 1,305 ha - 3 types = Bayas (>2 m deep), Nipis (1-2 m deep), Penor (<1 m deep). 		

Ulu Basir Estate

- Soil Map, showing peat area of Gali and Gondang series.

Ulu Bernam Estate

- Soil map, showing peat area of Gondang series (2 ha)

There is available in each estate:

Jendarata Estate

- Capital expenditure budget 2015, 950 meters.

Ulu Basir Estate

- Upkeep of road in Revenue Expenditure for 2015.

Ulu Bernam Estate

- Budget 2015, Road, Paths & Bridges = RM 206,150.

Status: Full Compliance

4.4

Practices maintain the quality and availability of surface and ground water.

Water management plan was focusing on human water consumption and water quality monitoring result of Perak River and Bernam River which traverse along the boundary was available. There are no rivers crossing the estate area natural riparian zone was kept naturally. As for Ulu Bernam Estate, Bernam River did cross the part of the estate area.

At Jendarata, Ulu Basir and Ulu Bernam POMs have water management plans where water was abstracted from rivers and treated using a conventional treatment system for use within the mill. The water treatment plant at Jendarata POM was inspected where water was treated to meet Ministry of Health Malaysia standards and the license for water supply from SPAN sighted. Ambient water quality monitoring was being carried out by United Plantations Research & Development (UPRD) within the estates which included sampling points upstream and downstream of the mills.

POME was treated using a conventional Anaerobic-Facultative-Aerobic Ponding System which were being maintained. At Jendarata and Ulu Basir mills POME was used for generating methane at Biogas Plants which reduced the BOD load and the gas was fired at the mill boilers. Final treated effluent was applied to the fields in the vicinity of the mills using furrow or flatbed systems and field application ranged from 80% to 100%. At Ulu Basir and Ulu Bernam mills all treated POME was applied to the fields. POME quality and field application rates was being monitored and verified in compliance to DOE license conditions. The POME ponds were begin periodically desludged and the sludge drying ponds at Jendarata POM was inspected. At Jendarata POM, the POME treatment system effectively treated effluent to consistently meet the discharge limits for BOD, TSS, Oil & Grease, Ammoniacal Nitrogen, Total Nitrogen, pH and Temperature stipulated in the DOE license before being discharge into surface waters.

Water use per tonne FFB was being monitored monthly by the mills and trends were being monitored. UPB has embarked on a Water Footprint initiative and has installed flowmeters to better measure usage at the mills and for residential use. Water usage was being monitored and benchmarked internally.

Status: Full Compliance

4.5

Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.

Integrated Pest Management implementation was monitored through beneficial plants, Barn Owl and Pheromone trap. Applied area was mapped into the estate layout plan. Training was provided from managers, supervisors until application workers. There is available of:

There is available of:

- Manual for IPM, dated 2004.
- Monitoring result of IPM and Map of IPM implemented 2015 was available.
- There is available forecast (plan) for IPM program period 2015 – 2019. The program it will plant for *Turnera Subulata*, *Antigonon Leptopus*, *Averhoe Carambola*, *Euphorbia Heterophylla*, *Cassia Cobanensis*, *Celosia sp. (Foxtail)*. It will plant along the Roads to attract beneficial insects such as bees & wasps to predate on oil palm leaf eating caterpillars.
- Has been observed on field visit related to IPM implementation via Barn Owl box for rat and pheromone trap for rhino beetle control. For example in Field 2/Div. 2, Jendarata Estate

The interview has been done to foreman (Mandor) : AM India (Country origin India) has 8 years experienced (Jendarata Estate).

	Status: Full Compliance	
<p>4.6 Agrochemicals are used in a way that does not endanger health or the environment. There is no prophylactic use of pesticides, except in specific situations identified in national Best Practice guidelines. Where agrochemicals are used that are categorized as World Health Organization Type 1A or 1B, or are listed by the Stockholm or Rotterdam Conventions, growers are actively seeking to identify alternatives, and this is documented.</p>		
<p>Pesticides usage was controlled by conducting CHRA report where each chemical was used with targeted weeds. Paraquat has stopped since 2010 and only Monocrothopos was still used for trunk injection. To ensure efficiency in pesticides used appropriate training was given to management, staff and workers and record was available. Chemical storage was proper with MSDS available and used containers disposal method was available. Continual training was provided and annual medical surveillance was conducted by Group Hospital.</p> <p>Based on document verification and interview of personnel in charge in Ulu Basir and Ulu Bernam Estate that the Monocrothopos is latest used in 2015 and eliminated in 2016. There is available related document in each estate:</p> <p>Jendarata Estate</p> <ul style="list-style-type: none"> • HIRACH Training on 22/01/15 • Field Clinic Training on 12/3/15 <p>Ulu Basir Estate</p> <ul style="list-style-type: none"> • HIRACH Record. • Safe Spraying Operation, 2015. <p>Ulu Bernam Estate</p> <ul style="list-style-type: none"> • HIRACH Record. • Pesticides training conducted by 3M on 31/3/15. <p>Based on document review that sighted by report that all sprayers were send to United Plantations Berhad Hospital, latest done 17/4/15. By field visit and interview of sprayer foreman (Mandor) that knows there is no female sprayers since 2009.</p>		
	Status: Full Compliance	
<p>4.7 An occupational health and safety plan is documented, effectively communicated and implemented.</p> <p>Occupation Safety and Health Policy observed. Relevant safety operating procedure (SOP) observed with coverage of overall estate operation process. OSH Manual and relevant SOPs developed as documentation of OSH management system. Good design of OSH management system observed.</p> <p>Occupational health and safety plan observed for estates. Progress of health and safety plan monitored and recorded. All planned program performed according to planned schedule. Good implementation of safety & health programme observed which involvement of total staff in the training. HIRADC procedure developed with proper criteria attached for risk assessment at estates. All estates activities covered for HIRADC study. Relevant action proposed for identified hazard.</p> <p>Several operation controls defined with relevant procedures. Overall implementation of operation controls were at satisfactory level. Workplace inspection performed on regular basis and inspection output discussed during the safety & health committee meeting.</p> <p>Sufficient and suitable PPE had been distributed to workers. Relevant PPE training provided to estates staff and workers. PPE usage assessed during the field observation and good practice observed. Safety & Health Committee established for estates. Safety & Health meeting conducted at least on quarter yearly basis and comply with legal requirement. Safety and health related issue discussed during the meeting and proper action plan observed for outstanding issue.</p> <p>Emergency Response Procedure observed with description of emergency situation handling for estates. Accident and emergency procedures had been written and briefed to staff, workers, contractors and visitors. Good understanding level observed among the workers.</p> <p>Accident records for estates assessed and found details investigation in place together with corrective action. Effectiveness of corrective action reviewed and found all accidents closed with effective corrective action. Submission of accident records to JKPP observed. Fire drill training conducted at the estates for improving of staff and workers awareness. Functionality of firefighting system and first aid equipment assessed during the field observation. Good condition maintained. Medical insurance provided to all workers. Insurance agreement observed for all workers. Field observation performed and found hospital facility provided. Accident data was defined based on lost work day basis.</p>		

United Plantations Berhad have established a documented OHS policy and there was evidence the policy was being implemented at all the mills. OHS action plans were sighted at the mills and control measures for selected high risk activities were verified being implemented. However the effectiveness of implementing the OHS plans could be further enhanced (OFI). Noise Monitoring and Audiometric Testing has been conducted at the mills and the latest reports were sighted. Actions to control noise exposure included engineering control measures, conducting a hearing conservation program, providing PPE to workers as well as visitors and posting hazard signage.

A procedure for HIRARC has been established and was consistently conducted for all operations. Selected HIRARC for high risk activities were sighted were found to be comprehensive, specified pragmatic risk control measures and were cross referred to documented Safe Operating Procedures. The annual training plans for 2015 was sighted at the respective mills was there evidence training programs were being implemented. The mills had established documented Safe Operating Procedures for each and every mill operation after conducting the HIRARC and workers were trained on the SOPs.

United Plantations Berhad practiced developing internal personnel for key jobs and selected competency certificates were sighted at the mills which included Steam Engineer, Boilerman Grade I &II, Scheduled Waste Manager and Authorized Gas Testers.

All mills have established Safety & Health Committees (SHC) that clearly indicate the person designated for safety & health as well included representatives from guest workers. The latest SHC minutes were sighted which included specific issues covering noise, CHRA, PPE training, ERP and other matters arising. Safety inspections that were carried prior to the meetings using a checklist but the practice could be further enhanced (OFI). Issues relating to safety, health and welfare that were raised were discussed and actions to be taken were recorded in the quarterly SHC meeting minutes. Implementation of actions was verified by confirming the previous meeting minutes.

All the mills have established Emergency Response Teams (ERT) that covered every shift. Emergency evacuation and fire fighting procedures were sighted and assembly points were marked on site. Emergency procedures for the boiler, sterilizer, oil room, kernel plant, crane, press and laboratory were also sighted. Firefighting and drill training as well as First Aid training was been conducted.

United Plantations Berhad provides good medical care and has comprehensive insurance coverage for local and guest workers. Local workers were covered by SOCSO whilst union members were also insured under the Group Premium Insurance scheme of the National Union Plantation Workers (NUPW). Guest workers were verified covered under the Workman Compensation Scheme underwritten by Berjaya Sampo Insurance Bhd. Medical care is provided at United Plantations Group Hospitals for all workers, dependents and guest workers and ambulances were readily available.

At all the mills, Lost Time Accident (LTA) was being monitored using JKKP 8 form and the latest submission to DOSH was sighted. The accident rates sighted were low. The mills also tracked safety performance which was based on LTA and this was reported in the Safety Health Committee meetings.

Status: Full Compliance

4.8

All staff, workers, smallholders and contractors are appropriately trained.

Training program for year 2015 observed for estates. Sufficient training planned for improving of RSPO awareness among workers observed. Relevant training arranged according to Training Program. Training records for each training captured for training date, participant list, training venue and trainer. Training record for employees observed with evaluation performed.

The Jendarata, Ulu Basir and Ulu Bernam Mills have established an annual training plan 2015 that covered safety & health, SOPs and RSPO training. Whilst the plan covered training that were conducted in-house by nominated internal and external trainers, some workers were also sent for external competency based training programs conducted by the training organizations approved by the authorities. At Ulu Berman mill, RSPO training records were sighted specifically for the new changes in the RSPO standard. Training records of each employee were sighted at all 3 mills and included records of guest workers.

The Jendarata, Ulu Basir and Ulu Bernam Mills have established an annual training plan 2015 that covered safety & health, SOPs and RSPO training. Whilst the plan covered training that were conducted in-house by nominated internal and external trainers, some workers were also sent for external competency based training programs conducted by the training organizations approved by the authorities. At Ulu Berman mill, RSPO training records were sighted specifically for the new changes in the RSPO standard. Training records of each employee were sighted at all 3 mills and included records of guest workers.

Status: Full Compliance

PRINCIPLE #5 Environmental responsibility and conservation of natural resources and biodiversity

5.1 Aspects of plantation and mill management, including replanting, that have environmental impacts are identified, and plans to negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continuous improvement.

The United Plantations Berhad has have document of environmental impacts are contains of:

- 1) Environment Risk Assessment (ERA) covers a few aspects such as:
 - * United Plantations Berhad, ERA - 2015 (Operation - Nursery)
 - * United Plantations Berhad, ERA - 2015 (Operation - Replanting)
 - * United Plantations Berhad, ERA - 2015 (Operation - Construction of 4 Units Shophouses At Div 2)
- 2) Environmental Risk Assessment - Evaluation Criteria Chart (Received 15/8/2007)
 - * Environmental Risk Assessment - Ranking (Responsibility under the Group Manager)

From the mills observation and document checking, mill has provided the plan and aspect impact management of any risk that will happen at the mill. It includes all the safety precaution, MSDS guideline, mitigation plan of accident, management plan of the risk and the criteria of each risk that possible to happen at the mills.

Status: Full Compliance

5.2 The status of rare, threatened or endangered species and high conservation value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and their conservation taken into account in management plans and operations.

The United Plantations Berhad in Teluk Intan Complex has have Report of High Conservation Value Identification and the Management Plan. Based on identification results was there are not High Conservation Value have identified surround of area surround. There was any few rivers of categorized as conservation area with buffer zone. The river buffer zone (*Rizab*) in Malaysia is manage and under the government control. The management unit has have Conservation Action Plan and Conservation Review Plan in relation to manage and protect of conservation area. Based on field visit on Bernam River and Anak Machang River was shows well maintained as riparian reserve.

The company has been implemented program and still continuously right now for biodiversity conservation was assist by retired planter James Kingham. There is any program for riparian conservation, for example is Riparian reserve start from bund and extent up to 6 chains in F25/Div 1 Ulu Basir Estate for Bernam River Riparian Reserve. There is also program of Conservation mangrove and Nipah palm along the bank of Bernam Rivers (0.46 Ha) in Jendarata Estate.

Status: Full Compliance

5.3 Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.

The Estates (Jendarata, Ulu Bernam & Ulu Basir) has have a few documents are;

- 1) Waste Management - Continues Improvement Plan), 2011-2015 ; As at **30/4/2015**
- 2) Types of Waste Products And Method of Disposal
- 3) Inventory of Scheduled Waste Year 2015 **10/5/2015** ; United Plantations Berhad Action Plan (Waste Management) & United Plantations Berhad Review Plan (Waste Management)

Scheduled waste documentation audited. Notification of scheduled waste to authority observed. Proper scheduled waste inventory maintained. There was any person has appointed as personal in charge for scheduled waste management. CePSWaM Competent Person Certified Environmental Professional in scheduled waste management training attended. Disposal of SW 305 to licensed collector observed.

The mills has established documented waste management matrices which listed the types of waste generated and the action plan to reduce/ utilize waste for 2015. Biomass waste that was reused &/ recycled in the fields include EFB and decanter solids for mulching, POME for land application, spent Calcium Carbonate for neutralizing acid sulphate soils and boiler ash for surfacing collection roads. At Ulu Jendarata and Ulu Basir mills POME was used to generate biogas which was fired in the boilers. All treated POME from the mills was applied to the fields at Ulu Basir and Ulu Bernam Mills whereas at Jendarata Mill approximately 80% was applied to the fields and 20% was discharged to surface waters. All used chemical containers that were triple rinsed and punctured, used tyres, scrap metal, used batteries and used oil was collected and recycled by licensed

authorized contractors. Scheduled wastes generated at the mills include used oil (SW 305), contaminated filters and rags (SW 410) and used batteries (SW 102). Scheduled waste was verified being collected by contractors licensed by the Department of Environment (DOE) and the Consignment Note system was verified being used.

Status: Full Compliance

5.4

Efficiency of energy use and use of renewable energy is maximized.

The Estates (Jendarata, Ulu Bernam & Ulu Basir) has have a few documents are;

- 1) Renewable Energy Use Per Tonne of Palm Product At Jendarata Engineering Department
- 2) Steam Supply From Biomass Reciprocating Boiler To Unitata Data Captured At Unitata - February 2015
- 3) Steam Supply From Biogas Plant Boiler To Unitata Data Captured At Unitata - February 2015
- 4) Power Supply From Biomass To Unitata Data Captured At Unitata - February 2015

Based on field visit at Waste Disposal Area in each estate was shows waste disposal area where a big pit and recyclables were well segregated and stored.

United Plantations Berhad have implemented various initiatives to improve efficiency of energy used and maximize renewable energy utilization at the mills. The Jendarata and Ulu Basir mills had Biomass Reciprocating Boilers which were fired using PPF, shell and biogas from POME which were all renewable energy and the steam and electricity generated was used in the mills. Methane capture was being monitored on a monthly basis at the biogas plants. At Jendarata mill EFB was also used as fuel as the mill also supplied steam to the Unitata Refinery located within UPB. At the Ulu Basir mill A Biogas Engines was being installed to convert biogas into electricity which will be fed back into the national grid via the feed in tariff mechanism implemented by the Sustainable Energy Development Authority (SEDA). The Bio Scrubber and gas engine under construction was sighted during the audit. When completed, the mill will be able to maximize harnessing energy from biomass with the added option of generating electricity for the grid and/ or using biogas for the boilers whilst minimizing flaring. Fossil fuel used per tonne of FFB processes was being monitored. At the Jendarata and Ulu Basir mills boiler flu gas was used to dry decanter solids that used as an organic fertilizer. At the estates the use of buffalos for infield harvesting of FFB the locomotive system minimized the use of fossil fuels.

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5.5

Use of fire for waste disposal and for preparing land for replanting is avoided except in specific situations, as identified in the ASEAN guidelines or other regional best practice.

The management of United Plantations Berhad has have document in relation of zero burning

- 1) Announcement Notes for No Open Burning, dated February 18, 2008
- 2) Zero-Burn Replanting Field Management Manual And Standard of Operating Procedure

Based on field visit to Jendarata Estate, Ulu Bernam Estate & Ulu Basir Estate was indicated there are no burning activities for waste disposal and replanting.

Status: Full Compliance

5.6

Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.

The mills have carried out Environmental Risk Assessments which identified significant types of wastes and emissions generated from the mills. The mills have been implementing plans to reduce emissions and various initiatives were sighted. At the Jendarata and Ulu Basir mills, the Biomass Reciprocating Boilers were more efficient and emitted lower levels of TSP that conventional boilers. The boiler flu gas from these mills are used to dry decanter solids to produce organic fertilizer, a process which reduced particulates in emissions and cools the flu gas temperature. At the Ulu Basir Mill a new Air Pollution Control System (APCS) was being installed which was reportedly capable of meeting the air revised emission standards stipulated in the *Environmental Quality (Clean Air) Regulations 2014*. If the technology proves to be effective, UPB intends to apply it to all existing mills. A new mill was planned to be constructed to replace the Ulu Basir Mill and the planning permission was sighted. The new mill will reportedly be equipped with the latest pollution control technology.

United Plantations Berhad (UPB) has embarked on a Carbon Footprint initiative and have conducted Life Cycle Assessments (LCA) by an international consultant. UPB has implemented a total of 4 projects under the Clean Development Mechanism (CDM) that have been registered under the UNFCCC. The Biogas plants installed at Jendarata and Ulu Basir mills were inspected. GHG emitted was calculated annually by a 3rd party to independently verify the GHG savings achieved and the 3rd party report was sighted. UPB has set targets and implemented initiatives to reduce its carbon footprint per tonne CPO produced. According to UPB annual report sighted, the projects implemented achieved 70% reduction in CO₂, and 80%

reduction in CH₄ compared to pre-2005 levels. All the mills have CEMS and CCTV installed at the boilers and isokinetic monitoring was conducted biannually by 3rd party laboratories. The stack emission results sighted consistently complied with stipulated emissions limits. The emissions monitoring equipment was sighted at the mills but there was room to improve the maintenance practices. The management of UP was sighted an evidence report of Carbon Footprint Reductions through ACOP 2013 and 2014. These report was submit to the RSPO Emission Reduction Working Group.

Status: Full Compliance

PRINCIPLE #6 Responsible consideration of employees and of individuals and communities affected by growers and mills

6.1 Aspects of plantation and mill management, including replanting, that have social impacts are identified in a participatory way, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate the continuous improvement.

- Social Risk Assessment (SRA) has been made at Jendarata Estate 22 April 2015, Ulu Basir Estate 13 Mac 2015, Ulu Bernam Estate 17 February 2015 for internal and external stakeholder duration 2015 – 2016 .SRA has been done for various activity :-
 - Operation - Nursery
 - Operation - Replanting
 - Operation - Weeding
 - Operation - Pruning
 - Operation - Circle Sanitation
 - Operation - EFB Mulching
 - Operation - Water Management
 - Operation - Roads, Paths, and Railways
 - Operation - Boundary
 - Operation – Oil Palm Pest and Disease Management
 - Operation – Foreign Workers
- An evidence of meeting for stakeholder at Jendarata Estate on 23 April 2015, Ulu Basir Estate on 9 march 2015, Ulu Bernam Estate on 29 April 2015. The stakeholder meeting are held by yearly basis. Based on the results of the stakeholder meeting there is 7 issues raises and action are been taken. A complete timetable with responsible are presented in Review Plan (Social) latest reviewed on 2015. The list of activity that can be effected to the social issues has been rank and mitigation measure are stated in the plans.
- A complete timetable with responsible are presented in Review Plan (Social Action Plan SAP) latest reviewed on the 2015 year. The list of activity that can be effected to the social issues has been rank and mitigation measure are stated in the plans and updated on annually basis

There is no smallholder in Jendarata, Ulu Basir and Ulu Bernam estate, however estate management is pay attention to a positive and negative impact for the internal and external stakeholder have been identified such as improve of living standards and increase of health, education facilities and cultural and religious values. The Social Risk Assessment also assess the impact of foreign workers to the estate and local community and the Social Action Plan (SAP) are reviewed and implemented to mitigate the negative issues.

Status: Full Compliance

6.2 There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.

- There is a Grievance Redressal Procedure for communication and consultation in clearing up misunderstanding / conflict / grievances or raising any issues with United Plantations Berhad, the procedure is adopted, in an effective, timely and appropriate manner that is open and transparent to any affected parties. The procedure stated that all grievances are formally recorded at point of receipt and settled as soon as possible but not more than 30 days and grievances acknowledged by letter within 7 workings days to stakeholder and estate manager / head of department from the

company secretary.

- There is a transparent method for communication and consultation with public, a meeting had been done at all estate for the 2015, the issues and response are documented in the minutes of meeting. There is an appointment letter for RSPO Communication Officer for United Plantations Berhad at Jendarata Estate (Mr C. Mohan Dass), Ulu Basir Estate (Mr Nek Wahid bin Nek Harun), Ulu Bernam Estate (Mr. Ridzuan bin Md Isa). The estate manager is appointed to be the responsible person for communication and consultation.

A complete stakeholders list at Jendarata Estate, Ulu Basir Estate, Ulu Bernam Estate that included the information of the internal and external stakeholders including organization name, Contact Number and address, Email / Contact Number. The stakeholder list including External and internal such as :- Statutory Bodies, Local Communities, Workers Organizations, Small holders, Local NGO's and National NGO's.

Status: Full Compliance

6.3

There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all parties.

- A mutual agreed and documented system for dealing with complaints that is whistle blower policy signed by Mr Ho Dua Tiam, Chief Executive Director 11 July 2011. And there is a procedure for communication and consultation been established at UJE Estate.
- A Grievance Redressal Procedure for communication and consultation in clearing up misunderstanding / conflict / grievances or raising any issues with United Plantations Berhad, the procedure is adopted, in an effective, timely and appropriate manner that is open and transparent to any affected parties. There is a procedure to resolve dispute and displayed in the office and in the stakeholder booklets. All complaint are properly recorded and the action are been taken to resolve the issues. There is a complaint book at Jendarata Estate, complaint book (Ladang Ulu Basir Complaint / Request Register Book), complaint book (Ulu Bernam Estate the Registry Book of Complaints & Grievances). Based on the audit there is a latest complaint been made at each estate and an action had been taken to resolve the issues and documented in the books.

Based on the interview the workers are aware with the procedure and know how to make complaints.

Status: Full Compliance

6.4

Any negotiations concerning compensation for loss of legal or customary rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.

- There is a Grievance Redressal Procedure for communication and consultation in clearing up misunderstanding / conflict / grievances or raising any issues with United Plantations Berhad, the procedure is adopted, in an effective, timely and appropriate manner that is open and transparent to any affected parties.
- Until the audit there is no dispute by any parties relating to legal and customary right recorded at Jendarata Estate, Ulu Basir Estate, Ulu Bernam Estate.

Status: Full Compliance

6.5

Pay and conditions for employees and for employees of contractors always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.

- At Jendarata Estate, At Ulu Basir Estate, At Ulu Bernam Estate all workers have an agreement with management and been signed by the foreign workers and local workers regarding the labour laws, union agreements including (working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal.
- There is a clear contract between United International Enterprises (M) Sdn Bhd with workers regarding the labour laws, union agreements in Bahasa Malaysia, English and Indian language for Jendarata Estate, Ulu Basir Estate, Ulu Bernam Estate, all workers and made understanding to the workers. The contracts are signed by the workers and the copy are given to them.
- A guidelines for foreign workers limitation for overtime works (Had Kerja Lebih Masa di bawah Seksyen 60 A (4) (a) Akta Kerja 1955 – Dibenarkan Sehingga 130 Jam). Minimum Wage Order 2012 and Rates of Pay and Term and Conditions of Employment of Palm Oil Mill Employees 2010. Based on the audit there is an evidence of pay conditions (Penyata

Pendapatan) for both local and foreign workers for Jendarata Estate, Ulu Basir Estate, Ulu Bernam Estate detailing about the deduction and nett salary of the workers. It can be verified that all of the workers are being paid more than the minimum wages.

- All workers are given the pay slips and the minimum basics salary is RM 900.00 Seksyen 4 (2) Akta 732 Perenggan 6 Perintah Gaji Minimum 2012, MAPA / NUPW Field and Other General Employees and Fringle Benefits Agreement, 2011 at Ulu Bernam Estate.
- The management have complied workers Minimum Standards of Housing and Amenities Act 1990 (Act 446). Foreign workers housing are provided with 24 hours electricity and clean water treatment plant, Jendarata Estate getting the approval (Approval to use own domestic water (Minimum Housing Standards ACT 1990) by Labour Department from Jabatan Tenaga Kerja Negeri Perak – reference letter (Bil. (3) dlm JTK.PK. (1) 42/18 Jld 3, 19 June 2012) and approval from National Water Services Commission, reference letter (SPAN/EKS/(PT)/800-4(1)/15/09, 30 December 2015). At Ulu Basir and Ulu Bernam Estate the approval License (SPAN/EKS/(PT)/800-4(1)15/09 – Expired on 16 April 2018) from SPAN (Suruhanjaya Perkhidmatan Air Negara). The water are been tested by the Research Department United Plantations Berhad and third party accredited lab (Chemvi Lab).
- Based on the interview, it can verify that all facilities are good and adequate for the workers.

Based on the observation there is a Sundry Shops, Estate Canteen, ATM Machine (BSN), Police station, Dispensary for Workers, Mosque, Temple, Creche, Community Halls, Tamil School, Football Fields, and Old Folks home

Status: Full Compliance

6.6

The employer respects the right of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.

- There is a policy (Human Rights Policy) for freedom for United Plantations Workers the mill and estate workers are free to bargain collectively either through the National Union of Plantation Workers (NUPW) or by forming groupings on their own to collectively bargain with the management.
- An evidence record of minutes of meetings for foreign workers union at Jendarata Estate (Minit Mesyuarat Ahli Jawatankuasa Kebajikan Pekerja-Pekerja Tetamu (JKKPT) latest on 10 March 2015. Workers union meeting are held in every 3 month. At Ulu Basir Estate (Minit Mesyuarat Jawatankuasa Kebajikan Pekerja Asing – 01/2015) latest on 15 January 2015. At Ulu Bernam Estate (Minit Mesyuarat Kebajikan dan Kesihatan Pekerja-pekerja Asing yang ke-tiga (03 / 15) latest on 25 March 2015. Workers union meeting are held in every month. Discussing on workers welfare and safety.

Status: Full Compliance

6.7

Children are not employed or exploited. Work by children is acceptable on family farms, under adult supervision, and when not interfering with education program. Children are not exposed to hazardous working conditions.

- There is a clear policy that prohibited under aged workers (below 16 years) Human Rights Policy, Signed by Dato' Carl Bek-Nielsen, Chief Executive Director on 23 March 2013. The policy stated that United Plantations Berhad will not tolerated the use of child or forced labour, slavery or human trafficking in any of their estate and facilities.
- At Jendarata Estate, there is an evidence of Checkroll for foreign workers consist of Name, Occupation, Passport Number, Date of Birth, Date Arrival and Place of Birth, for local workers in the Labour register.
- At Ulu Basir Estate, an evidence of Checkroll for local workers consist of Name, Identification Number, Date of Employment, and Age of Employment. For foreign workers evidence of Master Record of Foreign Workers.
- At Ulu Bernam Estate, an evidence of List of employment for local workers consist of Name, Identification Number, Date of Employment, and Age of Employment. For foreign workers (Ladang Ulu Bernam Senarai Nama Pekerja Asing).
- From the list, clearly stated that all of the list of name is fulfilled the minimum requirement age and also verified during the site visit.

Status: Full Compliance

6.8

Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.

- There is a policy regarding the gender policy signed by Dato' Carl Bek-Nielsen, Chief Executive Director (24 April 2015).

- There is a detail of specification for employment in (MAPA'S Manual of Job Classification in Respect of Clerical, Medical & Health and Technical Staff non-clerical staff and guidelines for employment by United Plantations Berhad.
- For foreign workers, the recruitment and selection are based on passing the medical fitness by FOMEMA.
- Based on the interview, there is no issues raise at the Jendarata Estate, Ulu Basir Estate, Ulu Bernam Estate.

Status: Full Compliance

6.9

Policy to prevent sexual harassment and all other forms of violence against women and to protect their reproductive rights is developed and applied.

- There is a policy to prevent the sexual harassment and violence (Sexual Harassment Policy) signed by Ho Dua Tiam, Senior Executive Director. There is a clear procedure to channel the sexual harassment in the workplace, and there is a specific form (Misconduct Report Form (Sexual Harrasment & Violence) to launch a complaint to the management.
- At Jendarata Estate, there is a meeting of gender committee downriver business unit United Plantations Berhad and the latest of 19th meeting of Gender Committee held on 14 May 2015. At Ulu Basir and Ulu Bernam Estate, there is a meeting of gender committee Upriver Estates and the latest of Gender Committee Meeting held on 18 April 2015.
- For women workers, there is a policy to protect the reproductive rights for women (Gender Policy) to protect the reproductive rights and Motherhood responsibilities of women as under the Universal Declaration of Human Rights and Labour laws.
- There is a procedure (Grievance and redressal procedure for sexual harassment in the workplace) in accordance with United Plantations Berhad's sexual harassment & violence policy for handling the complaint made by workers. The procedure were available to manage grievance and complaint form stakeholder and workers.
- There is a specific mechanism is established with the procedure and process flow to channel the complaint, but there is no complaint are been made at Jendarata Estate, Ulu Basir, Ulu Bernam Estate.

The Auditor has been interview the Gender Committee Staff and a few women worker (include women worker from Indonesia. Based on interviews that knows if company has have policy to prevent the sexual harassment and violence, and protect the reproductive rights for women (Gender Policy). There are no issue related to woman harassment & discrimination.

Status: Full Compliance

6.10

Growers and mills deal fairly and transparently with smallholders and other local businesses.

- There is no smallholder at Jendarata Estate, Ulu Basir Estate, Ulu Bernam Estate.
- At Ulu Basir Estate, An evidence of Memorandum of Agreement (MOA), between United Plantations Berhad with Armada Semarak Sdn Bhd (050572701) regarding the FFB Collection. At An evidence of Memorandum of Agreement (MOA), between United Plantations Berhad with Bathma Rajah Thever A/L Vadiveloo (050575402) regarding the FFB Hiring of Tractors / Mechanical Equipment.
- The contract document has been sign and detailing about the work description and pricing are properly stated in the document.
- The payment to supplier is confirmed that all payments have been made in a timely manner through the Certificate of Payment.

Status: Full Compliance

6.11

Growers and millers contribute to local sustainable development wherever appropriate.

- A contribution towards local communities has been made by the UIE Estate for :
 - Contribution for Retirement Benevolent Fund
 - Infrastructure Projects
 - Financial Aid for Education
 - United Plantations Berhad Scholarship.
 - Subsidized School Transport.

Based on stakeholder consultation that knows company has been implemented of CSR program, for example:

- Renovation of temple

<ul style="list-style-type: none"> • Building of new Kindergarten • Provide Hospital & Dispensary • Refurbishment of play school, etc. 	Status: Full Compliance
<p>6.12 No forms of forced or trafficked labour are used.</p> <ul style="list-style-type: none"> • There is a policy on Guest Workers Policy signed by Dato' Carl Bek-Nielsen, Chief Executive Director stated that foreign workers employment there wills no contract substitution. • For foreign workers, there is a policy on Guest Workers Policy stated that foreign workers will have a minimum wages based on the minimum wages Act of Malaysia. • Based on the interview local and foreign workers are aware with their contract document and their minimum wages <p>Based on interview of the workers from Indonesia, they are aware with their contract document and their minimum wages, no contract substitution, there are no discrimination and the company provide the facility for the workers (housing, electric and fresh water). Foreign workers housing was observed in each estate is sighted in properly condition.</p>	
Status: Full Compliance	
<p>6.13 Where temporary or foreign workers are employed, a special labour policy and procedures shall be established and implemented</p> <p>A policy for human rights has been established in Human Rights Policy and Guest Workers Policy signed by Dato' Carl Bek-Nielsen, Chief Executive Director on 23 March 2013. The policy stated that no form of forced labour or trafficked labour are used, no difference is made between quest and local workers, all quest and local workers are in possession of a valid work permit in accordance with Malaysian Immigration Regulations, 1963 and all guest and local workers are covered under the purview of "Workers' Minimum Standards of Housing and Amenities Act 1990" all policies are available and displayed at Jendarata Estate, Ulu Basir Estate, Ulu Bernam Estate.</p>	
Status: Full Compliance	
PRINCIPLE #7 Responsible development of new plantings	
<p>7.1 A comprehensive and participatory independent social and environmental assessment is undertaken prior to establishing new plantings or operations, or expanding existing ones, and the results incorporated into planning, management and operations.</p> <p>There is no new planting in area of United Plantation-Malaysia. Replanting program for second period was actively done from 1981 until 2010 and the third period of replanting was done since 2010.</p>	
Status: Full Compliance	
<p>7.2 Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.</p> <p>There is no new planting in area of United Plantation-Malaysia. Replanting program for second period was actively done from 1981 until 2010 and the third period of replanting was done since 2010.</p>	
Status: Full Compliance	
<p>7.3 New plantings since November 2005, have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.</p> <p>There is no new planting in area of United Plantation-Malaysia. Replanting program for second period was actively done from 1981 until 2010 and the third period of replanting was done since 2010.</p>	
Status: Full Compliance	
<p>7.4 Extensive planting on steep terrain, and/or on marginal and fragile soils, is avoided.</p>	

<p>There is no new planting in area of United Plantation-Malaysia. Replanting program for second period was actively done from 1981 until 2010 and the third period of replanting was done since 2010.</p>	
<p>Status: Full Compliance</p>	
<p>7.5 No new plantings are established on local peoples' land without their free, prior and informed consent, dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.</p>	
<p>There is no new planting in area of United Plantation-Malaysia. Replanting program for second period was actively done from 1981 until 2010 and the third period of replanting was done since 2010.</p>	
<p>Status: Full Compliance</p>	
<p>7.6 Local people are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.</p>	
<p>There is no new planting in area of United Plantation-Malaysia. Replanting program for second period was actively done from 1981 until 2010 and the third period of replanting was done since 2010.</p>	
<p>Status: Full Compliance</p>	
<p>7.7 Use of fire in the preparation of new plantings is avoided other than in specific situations, as identified in the ASEAN guidelines or other regional best practice.</p>	
<p>There is no new planting in area of United Plantation-Malaysia. Replanting program for second period was actively done from 1981 until 2010 and the third period of replanting was done since 2010.</p>	
<p>Status: Full Compliance</p>	
<p>PRINCIPLE #8 Commitment to continuous improvement in key areas of activity</p>	
<p>8.1 Growers and millers regularly monitor and review their activities and develop and implement action plans that allow demonstrable continuous improvement in key operations.</p>	
<p>Continual improvement sighted at the estates include:</p> <ul style="list-style-type: none"> • Monitoring of GHG started in 2004, Report done annually, latest report done by LCA Consultant from Denmark and Forecasted 50% reduction by 2018 • Buffalo collection contributes effectively towards reduction of fossil fuel usage • Mowing of harvesters path, greater emphasis is given to the mowing of the harvesters' path to control weeds, soil erosion and rutting. These practice effectively reduces the use of herbicides and associated smell and odour problems, including air pollution in general. • 'Chantas' Mehcanizerd Harvesting for increases productivity & harvesting becomes less strenuous • Coated with diamond powder sharpens blades more effectively and faster <p>Continual improvement sighted at the mills include:</p> <ul style="list-style-type: none"> • Installation of a new Air Pollution Control System at Ulu Basir mill • Installation of a Biogas Engine and BioSscrubber system as part of the initiative to generate electricity from biogas and feed in into the national grid using the feed in tariff mechanism at Ulu Basir Mill. • Replacement of mild steel with stainless steel particularly for the EFB and CPO processing equipment • Reduction usage of diesel for the tractor, locomotive system and small trucks (2008- 2015) • Usage of boiler ash as road repairing and maintenance. • Replacement of wooden to steel slippers for the railing system of locomotives • Reduction of spent lubricant filters usage • Reduction of spent batteries (2010 till April 2015) • POME usage for land application using flatbed method. 	

There is a continuous development and action plans applied by the mills to ensure their operation will not harm the environment and provide a suitable method of reducing GHG emission. The social and environmental effect of the operations is also being cared in order to ensure the sustainability of Palm oil industries.

Status: Full Compliance

3.2. Summary of Assessment Report of Supply Chain

Clause	MODULE D – CPO MILLS: IDENTITY PRESERVED																														
1	Definition																														
<p>1.1 A mill is deemed to be Identity Preserved (IP) if the FFB used by the mill are sourced from its own supply base certified to the RSPO Principles and Criteria (RSPO P&C). Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own certified land base. If a mill processes certified and uncertified FFB without physically separating the material then only Module E is applicable.</p> <p>All of FFB supply to three Mill (Jendarata Mill, Ulu Basir Mill & Ulu Bernam Mill) was supplied from own estates of United Plantations Berhad Malaysia.</p> <p><u>Jendarata Mill</u> Estate FFB supplied to Jendarata POM is Jendarata Estate and Seri Pelangi Estate. These supply bases was Certified sources since 2008. All the FFB is only supplied from own estate of United Plantation, there are no FFB supplied from outsider. Table of FFB receive on Jendarata POM from May 2014 until April 2015:</p> <table border="1"> <thead> <tr> <th style="text-align: center;">FFB</th> <th style="text-align: center;">Number (Ton)</th> </tr> </thead> <tbody> <tr> <td>Jendarata Estate</td> <td style="text-align: right;">121,726</td> </tr> <tr> <td>Seri Pelangi Estate</td> <td style="text-align: right;">36,829</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">158,555</td> </tr> </tbody> </table> <p><u>Ulu Basir Mill</u> Estate FFB supplied to Ulu Basir POM is Ulu Basir Estate, Changkat Mentri Estate, Sungei Chawang Estate and Sungei Erong Estate. These supply bases was Certified sources since 2008. All the FFB is only supplied from own estate of United Plantation, there are no FFB supplied from outsider. Table of FFB receive on Ulu Basir POM from May 2014 until April 2015:</p> <table border="1"> <thead> <tr> <th style="text-align: center;">FFB</th> <th style="text-align: center;">Number (Ton)</th> </tr> </thead> <tbody> <tr> <td>Ulu Basir Estate</td> <td style="text-align: right;">72,512</td> </tr> <tr> <td>Changkat Mentri Estate</td> <td style="text-align: right;">57,617</td> </tr> <tr> <td>Sungei Chawang Estate</td> <td style="text-align: right;">5,431</td> </tr> <tr> <td>Sungei Erong Estate</td> <td style="text-align: right;">11,248</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">146,808</td> </tr> </tbody> </table> <p><u>Ulu Bernam Mill</u> Estate FFB supplied to Ulu Bernam POM is Ulu Bernam Estate, Sungei Erong Estate and Sungei Chawang Estate. These supply bases was Certified sources since 2008. All the FFB is only supplied from own estate of United Plantation, there are no FFB supplied from outsider. Table of FFB receive on Ulu Bernam POM from May 2014 until April 2015:</p> <table border="1"> <thead> <tr> <th style="text-align: center;">FFB</th> <th style="text-align: center;">Number (Ton)</th> </tr> </thead> <tbody> <tr> <td>Ulu Bernam Estate</td> <td style="text-align: right;">56,723</td> </tr> <tr> <td>Sungei Erong Estate</td> <td style="text-align: right;">51,279</td> </tr> <tr> <td>Sungei Chawang Estate</td> <td style="text-align: right;">41,790</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">149,792</td> </tr> </tbody> </table>		FFB	Number (Ton)	Jendarata Estate	121,726	Seri Pelangi Estate	36,829	Total	158,555	FFB	Number (Ton)	Ulu Basir Estate	72,512	Changkat Mentri Estate	57,617	Sungei Chawang Estate	5,431	Sungei Erong Estate	11,248	Total	146,808	FFB	Number (Ton)	Ulu Bernam Estate	56,723	Sungei Erong Estate	51,279	Sungei Chawang Estate	41,790	Total	149,792
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2	Explanation																																													
<p>2.1</p> <p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the certification body (CB) in the public summary of the P&C certification report. This figure represents the total volume of certified palm oil product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report.</p> <p>All of Mill under manage by United Plantations Berhad Malaysia (Jendarata Mill, Ulu Basir Mill & Ulu Bernam Mill) has have a Monthly Report was contain data of CPO and PK products.</p> <p><u>Jendarata Mill</u></p> <p>The Jendarata Mill is supplied by own estate of United Plantations (Jendarata Estate and Seri Pelangi Estate). Based on data of certified products of CPO and PK, the actual tonnage produced on May 2014 until April 2015 are description on table below.</p> <table border="1"> <thead> <tr> <th>Estate</th> <th>CPO (Ton)</th> <th>PK (Ton)</th> </tr> </thead> <tbody> <tr> <td>Jendarata Estate</td> <td>27,460</td> <td>6,421</td> </tr> <tr> <td>Seri Pelangi Estate</td> <td>8,024</td> <td>1,861</td> </tr> <tr> <td>Total</td> <td>35,484</td> <td>8,283</td> </tr> </tbody> </table> <p><u>Ulu Basir Mill</u></p> <p>The Ulu Basir Mill is supplied by own estate of United Plantations (Ulu Basir Estate, Changkat Mentri Estate, Sungei Chawang Estate and Sungei Erong Estate). Based on data of certified products of CPO and PK, the actual tonnage produced on May 2014 until April 2015 are description on table below.</p> <table border="1"> <thead> <tr> <th>Estate</th> <th>CPO (Ton)</th> <th>PK (Ton)</th> </tr> </thead> <tbody> <tr> <td>Ulu Basir Estate</td> <td>7,062</td> <td>3,370</td> </tr> <tr> <td>Changkat Mentri Estate</td> <td>9,699</td> <td>2,721</td> </tr> <tr> <td>Sungei Chawang Estate</td> <td>7,595</td> <td>305</td> </tr> <tr> <td>Sungei Erong Estate</td> <td>8,357.0</td> <td>541</td> </tr> <tr> <td>Total</td> <td>32,713</td> <td>6,937</td> </tr> </tbody> </table> <p><u>Ulu Bernam Mill</u></p> <p>The Ulu Bernam Mill is supplied by own estate of United Plantations (Ulu Bernam Estate, Sungei Erong Estate and Sungei Chawang Estate). Based on data of certified products of CPO and PK, the actual tonnage produced on May 2014 until April 2015 are description on table below.</p> <table border="1"> <thead> <tr> <th>Estate</th> <th>CPO (Ton)</th> <th>PK (Ton)</th> </tr> </thead> <tbody> <tr> <td>Ulu Bernam Estate</td> <td>12,436</td> <td>2,808</td> </tr> <tr> <td>Sungei Erong Estate</td> <td>11,221</td> <td>2,526</td> </tr> <tr> <td>Sungei Chawang Estate</td> <td>9,080</td> <td>2,041</td> </tr> <tr> <td>Total</td> <td>32,737</td> <td>7,375</td> </tr> </tbody> </table>		Estate	CPO (Ton)	PK (Ton)	Jendarata Estate	27,460	6,421	Seri Pelangi Estate	8,024	1,861	Total	35,484	8,283	Estate	CPO (Ton)	PK (Ton)	Ulu Basir Estate	7,062	3,370	Changkat Mentri Estate	9,699	2,721	Sungei Chawang Estate	7,595	305	Sungei Erong Estate	8,357.0	541	Total	32,713	6,937	Estate	CPO (Ton)	PK (Ton)	Ulu Bernam Estate	12,436	2,808	Sungei Erong Estate	11,221	2,526	Sungei Chawang Estate	9,080	2,041	Total	32,737	7,375
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<p>2.2</p> <p>The mill must also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform or book and claim).</p>																																														

Standard Operating Procedure Oil Mill Supply Chain Module (No. 240-A), page 6 point 1.3.7 CLAIMS : The Oil Mill only make claim regarding the use of or support of RSPO certified palm oil that that are compliance with the RSPO Rules for Communication and Claims.

Jendarata Mill

The Jendarata POM was registered in RSPO eTrace with ID Number RSPO PO 1000 000 238.

Ulu Basir Mill

The Ulu basir POM was registered in RSPO eTrace with ID Number RSPO PO 1000 000 240.

Ulu Bernam Mill

The JUlu Bernam POM was registered in RSPO eTrace with ID Number RSPO PO 1000 000 242.

Status: Comply

3

Documented procedures

3.1

The site shall have written procedures and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following:

- a) Complete and up to date procedures covering the implementation of all the elements in these requirements;
- b) The role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the site's procedures for the implementation of this standard.

The Jendarata POM, Ulu Basir POM & Ulu Bernam POM – United Plantations Malaysia has have work procedure as guideline to ensure the implementation for the entire required elements. The procedure is Standard Operating Procedure for Traceability and RSPO Supply Chain Certification System (SOP No.240-A, has revised on May 25 2012). It is aim for identifying product's traceability with supply chain Identity Preserve (IP) Model. Person in charge to ensure the operation of mill based on the applicable procedure is the Head of Oil Mill (Group Engineer, Senior Resident Engineer & Resident Engineer), Weighbridge Operator and Oil Mill Staff.

Based on an field visit observation and interview with staff in weighbridge and grading area I three mills, was indicated the personal in charge has understood the mechanism to handle of supply chain system and aware if Jendarata POM, Ulu Basir POM & Ulu Bernam POM it has been RSPO certified.

Status: Comply

3.2

The site shall have documented procedures for receiving and processing certified and non-certified FFBs.

The Jendarata POM, Ulu Basir POM & Ulu Bernam POM – United Plantations Malaysia has have procedure as guideline to ensure the implementation for the entire required elements. The procedure is Standard Operating Procedure for Traceability and RSPO Supply Chain Certification System (SOP No.240-A, has revised on May 25 2012). It is aim for identifying product's traceability with supply chain Identity Preserve (IP) Model. Person in charge to ensure the operation of mill based on the applicable procedure is the Head of Oil Mill (Group Engineer, Senior Resident Engineer & Resident Engineer), Weighbridge Operator and Oil Mill Staff. All FFB from United Plantations area was transported to each Mills by Light Railway System (Locomotive) and all FFB in cages.

	Status: Comply
4	Purchasing and goods in
4.1	
<p>The site shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received.</p>	
<p>Until Surveillance 2, the processed FFB in all of United Plantations Palm Oil Mill is supply from own estate. Therefore the processed FFB and generated product is entirely product claimed as RSPO Certified product. Company has have a mechanism for loading ramp, which is by requiring driver to show fruit delivery note from each estate namely FFB Delivery Note and Weighbridge Ticket (after FFB is checked in weighbridge). There are sample for FFB documents in each estates.</p> <p><u>Jendarata Mill</u></p> <ul style="list-style-type: none"> • FFB Delivery Note (No.48957) on 01st Juny 2015 • Weighbridge Ticket (after FFB is checked in weighbridge) - No 155717 on 01st Juny 2015 from DIV 4 (0504) with net weight is 23,060 Kg (after recheck at mill weighbridge). Both of document is stamped with code CERTIFIED SUSTAINABLE FFB C809027CU-RSPO-01.2014. All FFB from Jendarata Estate was transported to Jendarata Mill by Light Railway System (Locomotive) and all FFB in cages. <p><u>Ulu Basir Mill</u></p> <ul style="list-style-type: none"> • FFB Delivery Note (No.8389) on 02nd June 2015 • Weighbridge Ticket (after FFB is checked in weighbridge) on 02nd June 2015 from DIV 02 with net weight is 76,040 Kg (after recheck at mill weighbridge). Both of document is stamped with code CERTIFIED SUSTAINABLE FFB C822187CU-RSPO-01.2014. All FFB from estate was transported to Ulu Basir Mill by Light Railway System (Locomotive) and all FFB put in cages. <p><u>Ulu Bernam Mill</u></p> <ul style="list-style-type: none"> • FFB Delivery Note (No.14154) on 04nd June 2015 • Weighbridge Ticket (after FFB is checked in weighbridge) on 04nd June 2015 from DIV 01 with net weight is 39,05 Ton (after recheck at mill weighbridge). Both of document is stamped with code CERTIFIED SUSTAINABLE FFB C822189 CU-RSPO-01.2014. All FFB from estate was transported to Ulu Bernam Mill by Light Railway System (Locomotive) and all FFB put in cages. 	
	Status: Comply
4.2	
<p>The site shall inform the CB immediately if there is a projected overproduction of certified tonnage.</p>	
<p>All of Palm Oil Mill – United Plantations Malaysia has have work procedure as guideline to ensure the implementation for the entire required elements. The procedure is Standard Operating Procedure for Traceability and RSPO Supply Chain Certification System (SOP No.240-A, has revised on June 02, 2015). Page 2 Point 1.1.3 RECORDING-PHURCHASING AND GOODS IN, sub <u>point f</u> was explain that The Oil Mill shall inform the Certification Body immediately if there is a projected overproduction.</p> <p><u>Jendarata Mill</u></p> <p>Based on verification data of FFB’s processed in August 2014 – May 2015 it’s known that the actual projection is CPO = 27,362 ton and PK = 6,391 ton. These total number of product claimed does not over the projected one, which is CPO = 39,210 ton and PK = 8,970 ton (Based on annex Certificate ASA1).</p> <p><u>Ulu Basir Mill</u></p> <p>Based on verification data of FFB’s processed in August 2014 – May 2015 it’s known that the actual projection is CPO = 25,636 = ton and PK = 5,466 ton. These total number of product claimed does not over the projected one, which is CPO = 46,544 ton and PK = 11,701 ton (Based on annex Certificate ASA1).</p>	

Ulu Bernam Mill

Based on verification data of FFB's processed in May 2014 – April 2015 it's known that the actual projection is **CPO = 25,784** ton and **PK = 5,891** ton. These total number of product claimed does not over the projected one, which is **CPO = 42,121** ton and **PK = 10,530** ton (Based on annex Certificate ASA1).

Status: Comply

5 Record keeping

5.1

The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a three-monthly basis.

All of the Palm Oil Mill – United Plantations Malaysia has have a Monthly Report of RSPO Certified of FFB, CPO & PK. The table below are description of RSPO production at each POM in three month basis.

Jendarata Mill

Month	Number		
	FFB	CPO	PK
May - Jul 2014	36,904	8,122	1,891
Aug - Oct 2014	47,620	10,655	2,587
Nov 2014 –Jan 2015	35,526	7,946	1,795
Feb-Apr 2015	38,504	8,760	2,010
Total	158,555	35,484	8,283

Ulu Basir Mill

Month	Number		
	FFB	CPO	PK
May - Jul 2014	33,083	7,078	1,471
Aug - Oct 2014	41,880	9,699	2,137
Nov 2014 –Jan 2015	34,765	7,579	1,594
Feb-Apr 2015	37,078	8,357	1,735
Total	146,806	32,713	6,937

Ulu Bernam Mill

Month	Number		
	FFB	CPO	PK
May - Jul 2014	32,236	6,953	1,484
Aug - Oct 2014	41,090	9,005	2,107
Nov 2014 –Jan 2015	35,223	7,604	1,752
Feb-Apr 2015	41,243	9,175	2,032
Total	149,792	32,737	7,375

	Status: Comply
6	Processing
<p>6.1 The site shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept segregated from non-certified material including during transport and storage.</p>	
<p>Based on document verification in every estates that shows the Jendarata POM, Ulu Basir POM & Ulu Bernam POM – United Plantations has have work procedure as guideline to ensure the implementation for the entire required elements. The procedure is Standard Operating Procedure for Traceability and RSPO Supply Chain Certification System (SOP No.240-A, has revised on May 25 2012). It is aim for identifying product's traceability with supply chain Identity Preserve (IP) Model. All of the FFB was supplied by all estates under manage of United Plantations was certified since August 2008. Until Surveillance 2 the FFB processed at each Mil was supply from United Plantations estates, there is no FFB supply from outsider. There was available sample of FFB Delivery Note and Weighbridge Ticket (after FFB is checked in weighbridge) in each Palm Oil Mills.</p> <p><u>Jendarata Mill</u></p> <ul style="list-style-type: none"> • FFB Delivery Note (No.48957) on 01st Juny 2015 • Weighbridge Ticket (after FFB is checked in weighbridge) - No 155717 on 01st Juny 2015 from DIV 4 (0504) with net weight is 23,060 Kg (after recheck at mill weighbridge). All FFB from Jendarata Estate was transported to Jendarata Mill by Light Railway System (Locomotive) and all FFB in cages. Both of documents is stamped with code CERTIFIED SUSTAINABLE FFB C809027CU-RSPO-01.2014. <p><u>Ulu Basir Mill</u></p> <ul style="list-style-type: none"> • FFB Delivery Note (No.8389) on 02nd June 2015 • Weighbridge Ticket (after FFB is checked in weighbridge) on 02nd June 2015 from DIV 02 with net weight is 76,040 Kg (after recheck at mill weighbridge). Both of documents is stamped with code CERTIFIED SUSTAINABLE FFB C822187CU-RSPO-01.2014. All FFB from estate was transported to Ulu Basir Mill by Light Railway System (Locomotive) and all FFB put in cages. <p><u>Ulu Bernam Mill</u></p> <ul style="list-style-type: none"> • FFB Delivery Note (No.14154) on 04nd June 2015 • Weighbridge Ticket (after FFB is checked in weighbridge) on 04nd June 2015 from DIV 01 with net weight is 39,05 Ton (after recheck at mill weighbridge). Both of documents is stamped with code CERTIFIED SUSTAINABLE FFB C822189 CU-RSPO-01.2014. All FFB from estate was transported to Ulu Bernam Mill by Light Railway System (Locomotive) and all FFB put in cages. 	
	Status: Comply
<p>6.2 The objective is for 100 % segregated material to be reached.</p>	
<p>Based on document verification and field visit in each Palm Oil Mill under manage of United Plantation, that shows all of Mills (Jendarata POM, Ulu Basir POM 7 Ulu Bernam POM) only processed FFB being CPO and PK are 100 % supplied from United Plantations estates and there are not FFB from outsider. The CPO and PK all is produced and dispatch are totally produced by own estate under manage by United Plantations Malaysia.</p>	
	Status: Comply

3.3. Conformity Checklist of Certificate and Logo Use

1.	Evidence of permission or approval certificate and logo from Certification Body which submitted by Client	X or√
ASA-07	All of Palm Oil Mill under manage of United Plantations Berhad in Teluk Intan Perak, Malaysia – has had approval/permit the use of the certificate by Control Union Certification : <ul style="list-style-type: none"> Jendarata Mill with CERTIFICATE CODE: CU-RSPO-809027 Ulu Basir Mill with CERTIFICATE CODE: CU-RSPO-822187 Ulu Bernam Mill with CERTIFICATE CODE: CU-RSPO-822189 	√
	Status: Full Compliance	
2.	Implementation of certificate and logo used by Client comply with size and type (shape) against Guideline of Logo Use	X or√
ASA-07	Jendarata Mill, Ulu Basir Mill & Ulu Bernam Mill does not use the logo both in the on-product and off-product.	√
	Status: Not Applicable	
3.	Implementation of Certificate and Logo is not used on product	X or√
ASA-07	Jendarata Mill, Ulu Basir Mill & Ulu Bernam Mill does not use the logo both in the on-product and off-product.	√
	Status: Not Applicable	
4.	Controlling of Certificate and Logo, including withdrawing inappropriate logo.	X or√
ASA-07	Jendarata Mill, Ulu Basir Mill & Ulu Bernam Mill does not use the logo both in the on-product and off-product.	√
	Status: Not Applicable	

3.4. Summary of RSPO Partial Certification.

<p>Summary: The rules for partial certification allow organizations that have a majority holding in and / or management control of more than one autonomous company growing oil palm to certify individual management units and / or subsidiary companies subject to certain rules.</p> <p>United Plantations Bhd is a member of RSPO and has been involved in the certification since 19 July 2004. The membership number with RSPO is 1-0004-04-000-00.</p> <p>Management unit(s) observed: PT Surya Sawit Sejati</p>		
2.1	<p>There is compliance with all applicable local, national and ratified international laws and regulations.</p> <p><u>Restructuring of PTSSS1 and Liquidation of PT SSS2</u></p> <p>The Company in its pursuit to achieve 20% of its land bank as PLASMA has restructured its holdings as follows. PTSSS1 received a new IJIN Lokasi for 3157.29 hectares. The 3157.29 hectares consist of the following:-</p> <ul style="list-style-type: none"> - 915 hectares from the transfer of planted area - 1140 hectares for conservation - 1102.29 for potential new planting <p>By the liquidation of PTSSS2 all employees will be paid their dues based on the labour laws of Indonesia/reabsorbed not PTSS1. It is a commendable initiative of the Company to convert the planted area of PT SSS2 into PLASMA for the surrounding small farmers .The process of converting PTSSS2 planted area from HP and HPK into APL areas is being processed as per PP No 60 year 2012.</p> <p>By the above exercise PT SSS1 now has an inti area of approximately 9000 Hectares and a PLASMA of approximately 1779.80 hectares (including existing PLASMA, conversion of the 915 hectares from PT SSS2, and finally from the development of approximately 600 hectares of additional land derived from the 1102.29 hectares from the liquidation of PTSSS2 concession).</p> <p><u>Progress of application for forest land release by the Ministry of Forestry of Indonesia as per PP No 60 year 2012 for HP and HPK areas.</u></p> <p>HP land (approximately 4757 hectares). The BPKH (Forestry Dept) from Palangka Raya visited the Company's Lada Estate on 23rd Nov 2013 to conduct the primary survey for demarcation for tata batas (boundary stones). On 22nd April 2014 a meeting between the Company and the Demarcation Team was held at the Bupati's office (pl. refer the letter dated 3rd April 2014). As per the protocol the Company has also embarked on the necessary process for land swap for the HP areas please refer Appendix A and B depicting the various correspondences and chronology of land swap process to date. On 7/4/2015 the Company received the Governor's recommendation for the land swap process with the Dept. of Forestry.</p> <p><u>HPK Land</u> (approximately 5132 hectares)</p> <p>The survey team has completed the installation of the boundary stones and on 3rd March 2014 the final report has been submitted to the Governor and his recommendations were received on 7/4/2015. Please refer Appendix C and D depicting the various correspondences and chronology of the "Pelepasan".</p> <p>In view of the complexity of the process of the forest release by the various Government authorities of Indonesia, it is envisaged that the Company will only be able to obtain the HGU by late 2016.</p> <p>With the restructuring United Plantations will own 1 plantation company as follows with 1 Palm</p>	X or√

	<p>Oil Mill in Central Kalimantan: 1) PT. Surya Sawit Sejati (PT SSS-1)</p> <p>The Palm Oil Mill (PKS PT. Surya Sawit Sejati) is located at PT. Surya Sawit Sejati's Lada Estate. It has 2 supply bases, Lada Estate and Runtu Estate. Certification forecast: 1) Lada Estate – 2016 2) Runtu Estate - 2016</p> <p>PT. Sawit Seberang Seberang plantation has been liquidated for PLASMA. By the above exercise PT SSS1 now has an inti area of approximately 9000 Hectares and a PLASMA of approximately 1779.80 hectares (including existing PLASMA, conversion of the 915 hectares from PT SSS2, and finally from the development of approximately 600 hectares of additional land derived from the 1102.29 hectares from the liquidation of PTSSS2 concession). The certification of the Plasma shall take place from 2019 onwards. Under the circumstances the time bound plan is challenging and a realistic plan.</p>	
	<p>Status: Compliance</p>	
<p>2.2</p>	<p>The right to use the land can be demonstrated, and is not legitimately contested by local communities with demonstrable rights.</p>	<p>X or√</p>
	<p>Legal ownership of land and its land use is available for all operating units and demonstrated through the respective land titles.</p> <p>There was available of land use right Land Use Right Certificate Number 42, based on Decision Letter by National Land Agency of Indonesia, Number 81/HGU/BPN/2005, dated July 4, 2005, located at Lada Mandala Jaya Village and Sungai Rangit Jaya Village, valid until September 24, 20140 (2.508,472 Ha). Certificate was issued by National Land Agency of Kotawaringin Barat District, dated August, 2005.</p>	
	<p>Status: Compliance</p>	
<p>6.3</p>	<p>There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all parties.</p>	<p>X or√</p>
	<p>A documented process in resolving labour disputes is maintained. Evidence of complaints lodged, reviewed, and closed by mutual agreement are maintained.</p>	
	<p>Status: Compliance</p>	
<p>6.4</p>	<p>Any negotiations concerning compensation for loss of legal or customary rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.</p>	<p>X or√</p>
	<p>Copies of land compensation agreement and land dispute completion were archived in each estate office (Lada Estate & Runtu Estate). There was available of land compensation record:</p> <ul style="list-style-type: none"> • Lada Estate: 453 Ha with 43 land owner • Runtu Estate : 569,12 Ha, with 37 land owner 	
	<p>Status: Compliance</p>	
<p>7.3</p>	<p>New plantings since November 2005, have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.</p>	<p>X or√</p>
	<p>As a follow-up from last year audit, there has been no replacement of primary forest area. The existing planted PLASMA has yet to undergo the NPP notification and the Company has shared this with RSPO. The company is in the process of meeting the NPP requirements and has taken steps, including a "Self-Declaration" to RSPO concerning the planted PLASMA. The new planting for additional PLASMA has undergone the HCV,HCS,EIA,SEIA assessments and the NNP was duly conducted and was posted on the RSPO website for 30 days and no complaints were lodged and given the approval by RSPO Sect.to commence the project. The Company has also made a self disclosure under the RSPO Remediation and Compensation Procedure and is currently at Stage 2.</p>	

	Status: Compliance	
7.5	No new plantings are established on local peoples' land without their free, prior and informed consent, dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.	X or√
	For any new land acquisitions, the RSPO NPP procedure is followed where the company will complete the required HCV and EIA assessments.	
	Status: Compliance	
7.6	Local people are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.	X or√
	As a follow-up and update from the last audit, the following updates are noted. Late Hermansyah's Family PLASMA (compromised agreement) The Late Hermansyah's family has elected Ibu Husliati as their representative for the 33 members of the family, as Ali Badri has an internal family feud and has ceased to represent them. The MOU for 65hectares of PLASMA was signed on 8th April 2014 by Ibu Husliati the new representative for the Late Hermansyah's family.PI refer Appendix E depicting the chronology of Ali Badri and Late Hermansyah family. The on-going working procedures are being implemented well by the management. They are maintain the "Buku Penerimaan Klaim (Register Claim Book), Minutes of meeting of negotiations ,checklist required documents, location map and land conflicts, field inspections, minutes of meeting, Surat perjanjian pembayaran;/receipts, photographs, etc,Ali Badri is as yet to agree and did not join his family members in the Plasma Package given to the Hermansyah family.The 1st payment of Plasma was done on 20 th July 2014 to the Hermansyah family.All payment records are kept in Lada Main Office.The Plasma payment portion for Ali Badri are kept in the outstanding account until Ali Badri agrees to join the programme and collect the payments.	
	Status: Compliance	

3.5 Identification of Findings, Corrective Action, Observations, Opportunity for Improvement and Noteworthy Positive Components.

No NCRs were raised in previous audits (ASA1)

3.5.1 Identification of Findings, Corrective Actions and Observations at ASA-1 Assessment

CAR No	Ref Std	Finding	Area	Grade	Time Limits	Corrective Action	Observation	Status	Closing Date
-	-	-	-	-	-	-	-	-	-

3.5.2 Identification of Findings, Corrective Actions and Observations at ASA-2 Assessment

CAR No	Ref Std	Finding	Area	Grade	Time Limits	Corrective Action	Observation	Status	Closing Date
2015.01	Major 2.1.1	<p>Evidence of compliance with relevant legal requirements shall be available.</p> <p>During the audit, it was observed that the SW 410 contaminated filter and rag storage period was more than 180 days which against the legal requirement in Environmental Quality (Scheduled Wastes) (Amendment) Regulations 2007, regulations 9. No SW 410 (contaminated filter) disposal since generated on 1/2/2012 and no disposal of SW 410 (contaminated rag) since generated on May</p>	Ulu Bernam POM	Major	August 03, 2015 (60 days)		<p>Root Cause:</p> <ol style="list-style-type: none"> The Management of United Plantations-Ulu Bernam Palm Oil Mill were ignorant of the fact that they should not exceed the 180 days storage period and if for any reasons there is a need to extend storage period prior permission should be sought from the Dept.Of Environment(DOE) There was insufficient stock for the waste manager to collect economically. <p>Corrective Action:</p> <p>Proper inventory is now maintained and storage period monitored.The stock of schdule waste has been despatched to the waste manager.</p>	Closed	June 18, 2015

CAR No	Ref Std	Finding	Area	Grade	Time Limits	Corrective Action	Observation	Status	Closing Date
		2013. Consent from authority was not available during the audit.					<p>Preventive Action: Proper inventory will always be maintained along with monitoring of storage period.</p> <p>Auditor Observation June 18, 2015 The management of United Plantation-Ulu Bernam Engineering Department was sent evidences:</p> <ul style="list-style-type: none"> • Consignment Note For Schedule Waste of Rags 1 ½ drum & Oil Filters 1 ½ drum from Ulu Bernam Engineering to Tex Cycle (P2) Sdn. Bhd, dated 18 June 2015. • Consignment Note For Schedule Waste of Spent Lubricant Oil 3 drum from Ulu Bernam Engineering to Tex Cycle (P2) Sdn. Bhd, dated 18 June 2015. • Delivery Note of Tex Cycle (P2) Sdn.Bhd by United Plantations Sdn. Bhd, Number 108235, dated 18 June 2015. • Delivery Note from United Plantation-Ulu Bernam Engineering 		

CAR No	Ref Std	Finding	Area	Grade	Time Limits	Corrective Action	Observation	Status	Closing Date
							<p>Department to Tex Cycle (P2) Sdn. Bhd, Number 3658, dated 18 June 2015.</p> <ul style="list-style-type: none"> • License of Tex Cycle (P2) Sdn. Bhd Number 001486 & 001487 for Transportation Vehicle of Schedule Waste, Issued by Jabatan Alam Sekitar Negeri Selangor (Environment Agency of Selangor State) dated 27/2/2015, valid from 1 May till 30 April 2016. <p>Auditor conclusion: According to the evidences shown by United Plantation-Ulu Bernam Engineering Department, the non-conformity is Closed.</p>		

3.5.3 Opportunity for Improvement

No	Ref Std	Descriptions
1	SCCS	Consider for refresh training to staff (<i>Personal in Charge</i>) in relation of SCCS implementation.
2	4.1.2 Minor	Consider for specifying parameter limits on process monitoring forms &/ indicating it on gauges to enhance monitoring of critical processes.
3	4.7.1 Major	Enhance the effectiveness of the safety & health plan for the following: <ul style="list-style-type: none"> • Review noise monitoring and control measures and assess the effectiveness of measures implemented. • Ensure consistent implementation of the permit to work system for all confined space entry • Enhance the safety inspection conducted by the safety & health committee • Review locations for installation of emergency eye wash &/ showers, PPE and methods for handling corrosive chemicals • Review safety control measures at the Biogas plants • Strengthen safety control of contractors • Implement control measures as specified in the HIRARC for minimizing ergonomic hazard for workers manually lifting fertilizer bags at Jendarata Mill
4	4.7.3 Major	Enhance training of Biogas Plant operators to cover all requirements specified in the Biogas Plant Standard Operating Procedure
5	5.6.3 Minor	Consider ensure the boiler stack CEMS &/ CCTV is maintained in good working order at all times.
6		The management of United plantations has been provided map of Location Area and Operational Area. Consideration for provide of map with complete coordinate point.

3.5.4 Noteworthy Positive Components







No	Ref Std	Descriptions
1		Company has commitment to implement the principle of sustainable palm oil management.
2		Has certified for RSPO in 2008
3		Land application of POME using the furrow &/ cascading flatbed system.
4		Biogas from POME was used to generate steam at the mill, and a gas engine was being installed to generate electricity that will be fed into the national grid.

No	Ref Std Descriptions
5	At the mill mild steel being replaced by stainless steel

3.6 Summary of Arising Issues from Public, Management and Auditor Response

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
<p>Foreign Workers (Indonesia)</p> <ul style="list-style-type: none"> Have been 8 years working in United plantations (UP) and grateful to UP for giving them the PPE to the workers. All the workers have 24 hours electricity supply with sufficient room to live. Salary also never been late. 	<p>We will always maintain the high values & enhance where possible</p>	<p><u>Good perception from the workers</u></p> <ul style="list-style-type: none"> Based on field visit observation and workers interview that shows if company was provide PPE for the workers. The management have complied workers Minimum Standards of Housing and Amenities Act 1990 (Act 446). Based on field visit observation, foreign workers house are provided with 24 hours electricity and clean water treatment plant.
<p>Worker (Jendarata Seksyen 2)</p> <ul style="list-style-type: none"> She is thanking to the Dato Carl for helping them to build a new temple, tarmac road is all along the wayas soon the complaint being made. 	<p>The tarmac road is being well maintained</p>	<p>Based on field visit observation that shows any temple for Hindust in a few estate.</p>
<p>Worker (Jendarata Div 3 and 4)</p> <p>As the chairman of temple, there was a report being made to management and the response from them was immediately act. There is also monkey disturbing the cemetery due to coconut trees and the fence has been installed after complain made.</p>	<p>The fence keeps stray dogs & monkeys away from the temple</p>	<p>Based on field visit observation that shows if temple facility is available properly by the company.</p>
<p>Women Worker (Jendarata Division 1)</p> <p>She is thanking UP for giving scholarship and basic amenities to the workers, damage house being report immediately, and the domestic waste being immediately cleared.</p>	<p>We will always maintain the high values & enhance where possible.</p>	<p>Based on field visit observation that shows if company was provide a school building, school bus and another support facilities (Sundry Shops, Estate Canteen, ATM Machine (BSN), Police station, Dispensary for Workers, Mosque, Temple, Creche, Community Halls, Tamil School, Football Fields).</p>
<p>Worker</p> <p>There Is a suggestion from one of the workers requesting for the overtime being divided equally among the workers.</p>	<p>We encourage entrepreneurship by offering various works in the afternoons on piece rated, after the normal days work</p>	<p>Based on interview with the workers that knows if company was pay the overtime based workers limitation for overtime works (Had Kerja Lebih Masa di bawah Seksyen 60 A (4) (a) Akta Kerja 1955 – Dibenarkan Sehingga 130 Jam).</p>
<p>Women Worker (Indonesia)</p> <p>Represent the committee gender and working aready 10 years in UP. She is happy to works in UP and there is no</p>	<p>We will always maintain the high values & enhance where possible.</p>	<p>Based on woman workers interviews that knows that company has have policy to prevent the sexual harassment and violence, and protect the reproductive rights for women (Gender Policy). There are no issue related to</p>

discrimination gender between the workers.		woman harassment & discrimination.
Woman Worker She is very proud to work in UP and she has 6 children being scholarship by UP	We will always maintain the high benevolence & enhance where possible.	Based on woman workers interviews that good perception and United plantations was contributed to educational aspect through United plantations Berhad Scholarship and subsidized School Transport.
Gender Committee She has been 20 years working in Jendarata and very proud to work and stay in UP. There is new temple being built and no sexual harassment happen at the area.	We will always maintain the high values & enhance where possible.	Based on woman workers interviews that knows that company has have policy to prevent the sexual harassment and violence, and protect the reproductive rights for women (Gender Policy). There are no issue related to woman harassment & discrimination.
Foreign Worker (Ulu Bernam Mill) He has been working for 7 years in UP and during the works, all PPE supplied by UP and very satisfied with workers' hostel.	We will always maintain the high values & enhance where possible.	Based on field visit observation and worker interview that shows if company was provide PPE and workers hostel and another support facilities (for examples: Sundry Shops, Estate Canteen, ATM Machine (BSN), Police station, Dispensary for Workers, Mosque, Temple, Creche, Community Halls, Tamil School, Football Fields).
Gender Committee Secretary Safety of the female workers is secured; there is no discrimination of gender at the estate.	We will always maintain the high values & enhance where possible.	Based on woman workers interviews that knows that company has have policy to prevent the sexual harassment and violence, and protect the reproductive rights for women (Gender Policy). There are no issue related to woman harassment & discrimination.
Foreign Worker (Bangladesh) Has just 6 months working at UP and find the company was really taking care about their workers welfare.	We will always maintain the high values & enhance where possible.	Based on workers interview are knows if management of United plantations was given the minimum basics salary is RM 900.00 Seksyen 4 (2) Akta 732 Perenggan 6 Perintah Gaji Minimum and have complied workers Minimum Standards of Housing and Amenities Act 1990 (Act 446). Foreign workers housing are provided with 24 hours electricity and clean water treatment plant.
Foreign Worker (Indonesia) The United plantations was provide facilities (Housing and supporting facilities) in a good condition and we are comfort as part of UP employee.	We will always maintain the high values & enhance where possible.	Based on field visit observation and worker interview that shows if company was provide workers' hostel and another support facilities (Sundry Shops, Estate Canteen, ATM Machine (BSN), Police station, Dispensary for Workers, Mosque, Temple, Creche, Community Halls, Tamil School, Football Fields).

4.0	CERTIFIED ORGANISATION'S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY		
4.1	Formal Sign-off of Assessment Findings		
	<p>Hereunder sign by management representative from inspected company to acknowledge a field assessment and agree for all content explained in this assessment report, included of non-compliance findings.</p> <p style="text-align: center;">Signed on behalf of:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>United Plantations Berhad, Malaysia Management Representative</p>  <p><u>C. Mathews</u> 13 July 2015</p> </td> <td style="width: 50%; vertical-align: top;"> <p>Mutuagung Lestari Lead Auditor</p>  <p><u>Oktovianus Rusmin</u> 13 July 2015</p> </td> </tr> </table>	<p>United Plantations Berhad, Malaysia Management Representative</p>  <p><u>C. Mathews</u> 13 July 2015</p>	<p>Mutuagung Lestari Lead Auditor</p>  <p><u>Oktovianus Rusmin</u> 13 July 2015</p>
<p>United Plantations Berhad, Malaysia Management Representative</p>  <p><u>C. Mathews</u> 13 July 2015</p>	<p>Mutuagung Lestari Lead Auditor</p>  <p><u>Oktovianus Rusmin</u> 13 July 2015</p>		

Appendix 1. List of Stakeholder Contacted in the RSPO Certification Process

No	Institution/NGO/Community	Address	Phone/Email	Form of Communication	Date of Contact	Response	
						Yes	No
1	Malaysian CropLife & Public Health Association (MCPA)	11 (1st Floor), Jalan SS 26/8, Taman Mayang Jaya, Selangor Darul Ehsan		Email	25/52015		✓
2	All Women's Action Society (AWAM)	85, Jalan 21/1, Sea Park, 46300 Petaling Jaya		Email	25/52015		✓
3	Pertubuhan Tindakan Wanita Islam PERTIWI	63 Jalan SS3/53, Kelana Jaya, 47300 Petaling Jaya		Email	25/52015		✓
4	Women's Aid Organisation - Pertubuhan Pertolongan Wanita	PO Box 493, Jalan Sultan, 46760 Petaling Jaya		Email	25/52015		✓
5	Tenaganita Sdn Bhd	38, Jalan Gasing 46000 Petaling Jaya, Malaysia		Email	25/52015		✓
6	Pesticide Action Network Asia and the Pacific (PAN AP)	P.O. Box 1170, Penang, 10850 Malaysia		Email	25/52015		✓
7	BCSDM - Business Council for Sustainable Development in Malaysia	Suite 803, MBE Pavilion KL, Lot No. B1.03.00, Level B1, Pavilion KL, 168, Jalan Bukit Bintang, 55100 Kuala Lumpur.		Email	25/52015		✓
8	Sustainable Development Network Malaysia (SUSDEN)	B-2114 Tingkat Satu, Jalan Merpati 25300 Kuantan, Pahang		Email	25/52015		✓
9	Centre for Environment, Technology and Development, Malaysia – CETDEM	17 Jalan SS2/53, 47300 Petaling Jaya		Email	25/52015		✓
10	Environmental Management and Research Association of Malaysia (ENSEARCH)	30-3, Jalan PJU 5/16, Dataran Sunway, Kota Damansara, 47810 Petaling Jaya, Selangor		Email	25/52015		✓
11	Environmental Protection Society Malaysia (EPSM)	No. 60, Jalan 21/35, 46300 Petaling Jaya, Selangor, Malaysia		Email	25/52015		✓
12	Friends of the Earth, Malaysia	Sahabat Alam Malaysia (Headquarters) No. 258 Jalan Air Itam 10460 Penang, Malaysia		Email	25/52015		✓
13	Global Environment Centre	Global Environment Centre 2nd Floor, Wisma Hing, 78, Jalan SS2/72 47300 Petaling Jaya, Selangor		Email	25/52015		✓
14	Institute of Foresters, Malaysia (IRIM)	Pejabat Sekretariat IRIM, Jabatan Perhutanan Semenanjung Malaysia,		Email	25/52015		✓

		Jalan Sultan Salahuddin, 50660 Kuala Lumpur					
15	Malaysian Environmental NGOs – MENGO	No. 41, Lorong Burhanuddin Helmi 11, Taman Tun Dr. Ismail, 60000 Kuala Lumpur, Malaysia.		Email	25/52015		✓
16	Treat Every Environment Special Sdn Bhd. (TrEES)	No.72, Jalan SS4/10, 47301, Petaling Jaya, Selangor Darul Ehsan, Malaysia		Email	25/52015		✓
17	Center for Orang Asli Concerns COAC	P.O. Box 3052, Subang Jaya, Malaysia		Email	25/52015		✓
18	JERIT - Jaringan Rakyat Tertindas - Coalition of the Oppressed People	72b, Jalan Reko, Taman Sri Langat Kajang Selangor, Malaysia 43000		Email	25/52015		✓
19	JUST - International Movement for a Just World	International Movement for a Just World, JKR, 1258, Jalan Telok Off Jalan Gasing, P.O. Box 288. Petaling Jaya, Selangor.		Email	25/52015		✓
20	National Council of Welfare & Social Development Malaysia - NCWSDM	No. 17, Jalan 1/48A, Bandar Baru Sentul, 51000 Kuala Lumpur		Email	25/52015		✓
21	National Union of Plantation Workers (NUPW)	No 2, Jalan Templer, 46000 Petaling Jaya, Selangor		Email	25/52015		✓
22	SUARAM - Suara Rakyat Malaysia	433A, Jalan 5/46, Gasing Indah, 46000 Petaling Jaya		Email	25/52015		✓
23	SUHAKAM - National Human Rights Society - Persatuan Kebangsaan Hak Asasi Manusia	11th Floor, Menara TH Perdana, Jalan Sultan Ismail, 50250 Kuala Lumpur.		Email	25/52015		✓
24	United Nations Development Programme - UNDP Malaysia	Wisma UN, Block C Kompleks Pejabat Damansara, Jalan Dungun, Damansara Heights, 50490 Kuala Lumpur		Email	25/52015		✓
25	UNION - AMESU	No. 29-3, Jalan USJ 1/1A 47620 Subang Jaya Selangor Darul Ehsan		Email	25/52015		✓
26	Malaysian Employers Federation - MEF	3A06-3A07, Block A, Pusat Dagangan Phileo Damansara II, 15 Jalan 16/11, Off Jalan Damansara, 46350 Petaling Jaya		Email	25/52015		✓
27	Transparency International - Malaysian Chapter	23 Jalan Pantai 9/7 46000 Petaling Jaya, Selangor, Malaysia.		Email	25/52015		✓

28	Future in Our Hands Society	No 10, Jalan T.S. Manikawasagam, 10 Taman Menara Maju, 41200 Klang Selangor		Email	25/52015		✓
29	EcoKnights	EcoKnights, 41, Lorong Burhanuddin Helmi 11, Taman Tun Dr. Ismail, 60000 Kuala Lumpur,		Email	25/52015		✓
30	Amnesty International Malaysia	D-2-33A, 8 Avenue Jalan Sungai Jernih 8/1, Section 8, 46050, Petaling Jaya, Selangor.		Email	25/52015		✓
31	Malaysian National Animal Welfare Foundation - MNAWF	Wisma Medivet, 8, Jalan Tun Razak, 50400 Kuala Lumpur, Malaysia		Email	25/52015		✓
32	TRAFFIC - the wildlife trade monitoring network	Unit 3-2, 1st Floor, Jalan SS23/11, Taman SEA, 47400 Petaling Jaya, Selangor, Malaysia.		Email	25/52015		✓
33	Malaysian Nature Society (MNS) Kuala Lumpur	JKR 641, Jalan Kelantan, Bukit Persekutuan, 50480 Kuala Lumpur		Email	25/52015		✓
34	Proforest - South East Asia Regional Office	Suite #303 MBE Desa Sri Hartamas No. 30G, Jalan 25/70 A 50480 Kuala Lumpur		Email	25/52015		✓
35	Wetlands International (Malaysia)	3A31 Block A, Kelana Centre Point, Jalan SS7/19, 47301 Petaling Jaya		Email	25/52015		✓
36	Wild Asia Sdn Bhd	Upper Penthouse, Wisma RKT, No 2 Jalan Raja Abdullah, 50300 Kuala Lumpur		Email	25/52015		✓

Appendix 2. Assessment Program

DATE TARIKH	1, 3,4 & 5 JUNE 2015	
PLANNED TIME PELAN MASA	PROCESSES / CLAUSES TO BE AUDITED PROSES / FASAL YANG DIAUDIT	AUDITOR
Isnin / Monday 1 June 2015 08.00 – 09.30	Opening Meeting at UP Research Center <ul style="list-style-type: none"> Auditee Speech (Introduction of PIC, Profile of Mill and Estates Management Unit) Auditor Team Speech (Introduction, Audit Objective, Audit Scope, Audit Plan Discussion, Determine of Audit Sample, Determine of Field Visit Audit, Transparency and Confidentiality Clarification) 	ALL Auditors
09.30 – 13.00	Document Audit and Field Visit to Jendarata Estate <ul style="list-style-type: none"> Agronomy (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application, Land Application of POME) Environmental, Occupational Health & Safety Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management) Worker's Facilities Aspect (Housing, Daycare, Sports Facilities, Employees Meeting Hall, Sanitary Facilities) Legal Demarcation Aspect (Inspection of Legal Boundary Stones, Community Buffer Area/Enclave) Conservation Aspect (Inspection of HCV Identified Area, Riparian/Waterways Zone, Reservoir, Forest Area) 	ZAM / YAP / HAI / MAN
13.00 – 14.00	Document Audit and Field visit to JENDARATA PALM OIL MILL <ul style="list-style-type: none"> Supply Chain verification (FFB Receiving, Weighbridge, FFB Sorting, Processing Activity, Despatch CPO) Occupational Health & Safety Aspect (Inspection to Chemical Storage, Hazardous Waste Storage, Fire Control Simulation, POME Pond) Interview with Worker's Union Mill, Contractor of CPO Transporter, Gender Committee. 	ORN / DIN
14.00 – 17.00	Break and Lunch Continue, audit at Jendarata Estate <ul style="list-style-type: none"> Agronomy (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application, Land Application of POME) Environmental, Occupational Health & Safety Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management) Worker's Facilities Aspect (Housing, Daycare, Sports Facilities, Employees Meeting Hall, Sanitary Facilities) Legal Demarcation Aspect (Inspection of Legal Boundary Stones, Community Buffer Area/Enclave) Conservation Aspect (Inspection of HCV Identified Area, Riparian/Waterways Zone, Reservoir, Forest Area) 	ZAM / YAP / HAI / MAN
	Continue, audit at JENDARATA PALM OIL MILL <ul style="list-style-type: none"> Supply Chain verification (FFB Receiving, Weighbridge, FFB Sorting, Processing Activity, Despatch CPO) Occupational Health & Safety Aspect (Inspection to Chemical Storage, Hazardous Waste Storage, Fire Control Simulation, POME Pond) Interview with Worker's Union Mill, Contractor of CPO Transporter, Gender Committee. 	ORN / DIN

DATE TARIKH	1, 3,4 & 5 JUNE 2015	
PLANNED TIME PELAN MASA	PROCESSES / CLAUSES TO BE AUDITED PROSES / FASAL YANG DIAUDIT	AUDITOR
Rabu / Wednesday 3 June 2015 08.00 – 13.00	Document Audit and field Visit to <u>Ulu Basir Estate</u> <ul style="list-style-type: none"> • Agronomy (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application, Land Application of POME) • Environmental, Occupational Health & Safety Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management) • Worker's Facilities Aspect (Housing, Daycare, Sports Facilities, Employees Meeting Hall, Sanitary Facilities) • Legal Demarcation Aspect (Inspection of Legal Boundary Stones, Community Buffer Area/Enclave) • Conservation Aspect (Inspection of HCV Identified Area, Riparian/Waterways Zone, Reservoir, Forest Area) Document Audit and Field visit to <u>ULU BASIR PALM OIL MILL</u> <ul style="list-style-type: none"> • Supply Chain verification (FFB Receiving, Weighbridge, FFB Sorting, Processing Activity, Despatch CPO) • Occupational Health & Safety Aspect (Inspection to Chemical Storage, Hazardous Waste Storage, Fire Control Simulation, POME Pond) • Interview with Worker's Union Mill, Contractor of CPO Transporter, Gender Committee. 	<p style="text-align: center;">ZAM / YAP / HAI / MAN</p> <p style="text-align: center;">ORN / DIN</p>
13.00 – 14.00	Break and Lunch	
14.00 – 17.00	Continue, audit at <u>Ulu Basir Estate</u> <ul style="list-style-type: none"> • Agronomy (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application, Land Application of POME) • Environmental, Occupational Health & Safety Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management) • Worker's Facilities Aspect (Housing, Daycare, Sports Facilities, Employees Meeting Hall, Sanitary Facilities) • Legal Demarcation Aspect (Inspection of Legal Boundary Stones, Community Buffer Area/Enclave) • Conservation Aspect (Inspection of HCV Identified Area, Riparian/Waterways Zone, Reservoir, Forest Area) Continue, audit at <u>ULU BASIR PALM OIL MILL</u> <ul style="list-style-type: none"> • Supply Chain verification (FFB Receiving, Weighbridge, FFB Sorting, Processing Activity, Despatch CPO) • Occupational Health & Safety Aspect (Inspection to Chemical Storage, Hazardous Waste Storage, Fire Control Simulation, POME Pond) • Interview with Worker's Union Mill, Contractor of CPO Transporter, Gender Committee. 	<p style="text-align: center;">ZAM / YAP / HAI / MAN</p> <p style="text-align: center;">ORN / DIN</p>

DATE TARIKH	1, 3,4 & 5 JUNE 2015	
PLANNED TIME PELAN MASA	PROCESSES / CLAUSES TO BE AUDITED PROSES / FASAL YANG DIAUDIT	AUDITOR
<p>Khamis / Thursday 4 June 2015 08.00 – 13.00</p> <p>13.00 – 14.00</p> <p>14.00 – 17.00</p> <p>16:00 – 18:00</p>	<p>Document Audit and Field Visit to <u>Ulu Bernam Estate</u></p> <ul style="list-style-type: none"> • Agronomy (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application, Land Application of POME) • Environmental, Occupational Health & Safety Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management) • Worker's Facilities Aspect (Housing, Daycare, Sports Facilities, Employees Meeting Hall, Sanitary Facilities) • Legal Demarcation Aspect (Inspection of Legal Boundary Stones, Community Buffer Area/Enclave) • Conservation Aspect (Inspection of HCV Identified Area, Riparian/Waterways Zone, Reservoir, Forest Area) <p>Document Audit and Field visit to <u>ULU BERNAM PALM OIL MILL</u></p> <ul style="list-style-type: none"> • Supply Chain verification (FFB Receiving, Weighbridge, FFB Sorting, Processing Activity, Despatch CPO) • Occupational Health & Safety Aspect (Inspection to Chemical Storage, Hazardous Waste Storage, Fire Control Simulation, POME Pond) • Interview with Worker's Union Mill, Contractor of CPO Transporter, Gender Committee. <p>Break and Lunch</p> <p>Continue, field Visit to <u>Ulu Bernam Estate</u></p> <ul style="list-style-type: none"> • Agronomy (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application, Land Application of POME) • Environmental, Occupational Health & Safety Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management) • Worker's Facilities Aspect (Housing, Daycare, Sports Facilities, Employees Meeting Hall, Sanitary Facilities) • Legal Demarcation Aspect (Inspection of Legal Boundary Stones, Community Buffer Area/Enclave) • Conservation Aspect (Inspection of HCV Identified Area, Riparian/Waterways Zone, Reservoir, Forest Area) <p>Document Audit and Field visit to <u>ULU BERNAM PALM OIL MILL</u></p> <ul style="list-style-type: none"> • Supply Chain verification (FFB Receiving, Weighbridge, FFB Sorting, Processing Activity, Despatch CPO) • Occupational Health & Safety Aspect (Inspection to Chemical Storage, Hazardous Waste Storage, Fire Control Simulation, POME Pond) • Interview with Worker's Union Mill, Contractor of CPO Transporter, Gender Committee. <p>Stakeholder Consultation (All Mills/Estates are invited) with local community, local authorities, gender committee leaders, etc</p>	<p>ZAM / YAP / DIN / MAN</p> <p>ORN / HAI</p> <p>ZAM / YAP / HAI / MAN</p> <p>ORN / DIN</p> <p>ORN/HAI</p>

DATE TARIKH	1, 3,4 & 5 JUNE 2015	
PLANNED TIME PELAN MASA	PROCESSES / CLAUSES TO BE AUDITED PROSES / FASAL YANG DIAUDIT	AUDITOR
Jumaat / Friday 5 June 2015		
08.00 – 13.00	Preparation for closing meeting	All Auditors
13.00 – 14.00	Break and Lunch	
14.00 – 16.00	Closing Meeting at UP Research Center	All Auditors
	<ul style="list-style-type: none"> • Presentation of Assessment Findings by Auditor Team (Explanation of Identified Nonconformities and Completion of Corrective Timeline, Answer & Questions) • Auditee Response against Assessment Findings 	All Auditors
16.00 – 18.00	Travelling from Teluk Intan and back to Kuala Lumpur	