

Roundtable on Sustainable Palm Oil Certification
R S P O

[] Stage-1 [] Stage-2 [✓] Surveillance [] Re-Certification

Name of Management Organisation : Rimba Harapan Sakti Palm Oil Mill, PT Rimba Harapan Sakti – Subsidiary of Wilmar International Ltd

Plantation Name : Rimba Harapan Sakti -1 Estate & Rimba Harapan Sakti-2 Estate

Location : Village of Pematang Limau, Sub District of Seruyan Hilir, District of Seruyan, Province of Central Kalimantan, Indonesia

Certificate Code : **MUTU-RSPO/083**

Date of Certificate Issue : **8 December 2015** Date of License Issue : **8 December 2016**
Date of Certificate Expiry : **7 December 2020** Date of License Expiry : **7 December 2017**

Assessment	Assessment Date	PT. Mutuagung Lestari Auditor	Reviewed by	Approved by
ASA-1	October 10 – 14, 2016	Moh. Arif Yusni (Lead Auditor supervised), Yudwi Wisnu Rahmanto (Lead Auditor supervising), Rudi Ramdani, Brigitta Prita, Joko Alam , Afiffuddin	Octo HPN Nainggolan	Toni Arifiarachman

Assessment	Approved by MUTUAGUNG LESTARI on:
ASA-1	13 December 2016

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Figure 1. Location Map of RHS POM & Plantation Area of PT Rimba Harapan Sakti

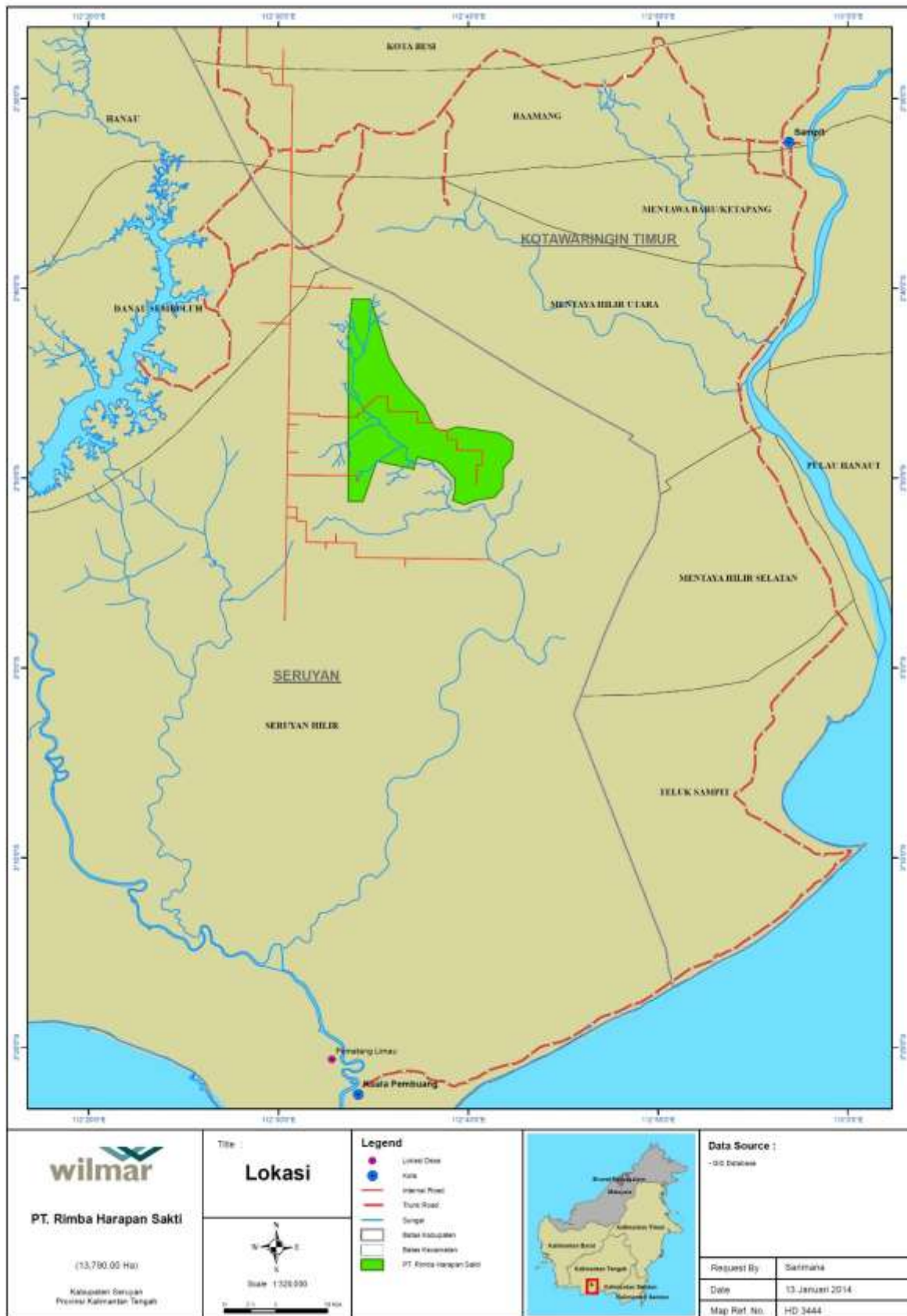
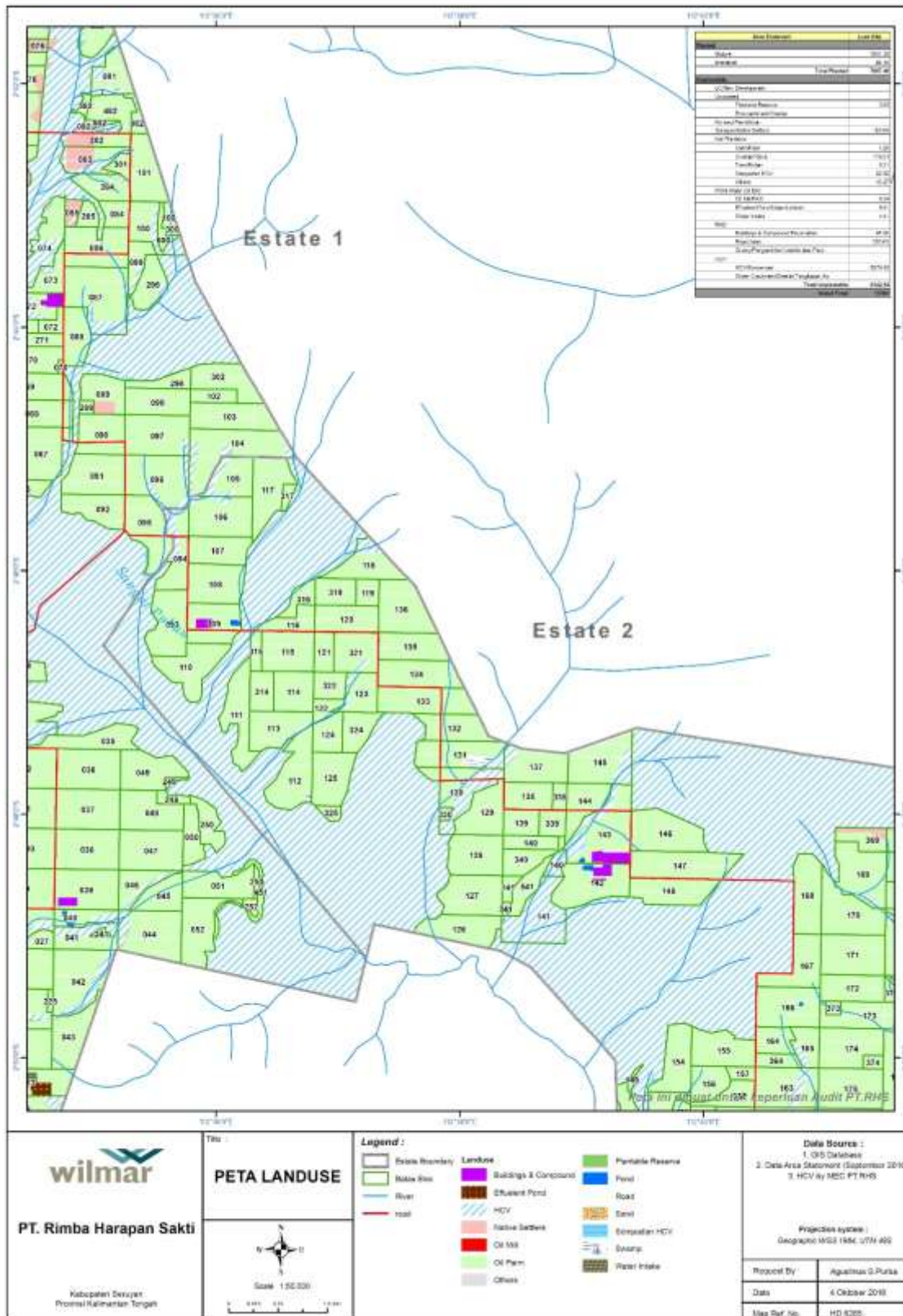


Figure 2. Operational Map of PT Rimba Harapan Sakti



Abbreviations Used

ASA	:	Annual Surveillance Assessment
BPJS	:	Badan Penyelenggara Jaminan Sosial (<i>Social Assurance of Labor</i>)
BPN	:	Badan Pertanahan Nasional (<i>National Land Agency</i>)
CD	:	Community Development
CH	:	Certificate Holder
CKP	:	Central Kalimantan Project
CPO	:	Crude Palm Oil
CSR	:	Coorporate Social Responcibility
EFB	:	Empty Fruit Bunches
EHS	:	Environment Health and Safety
EIA	:	Environmental Impact Assessment
FFB	:	Fresh Fruit Bunches
FPIC	:	Free, Prior, Informed and Consent
GAP	:	Good Agriculture Practices
GHG	:	Greenhouse gas
HCV	:	High Conservation Value
HGU	:	Hak Guna Usaha. (<i>Land Use Title</i>)
HRD	:	Human Resource Department
HRGA	:	Human Resource and General Affair
IUP	:	Izin Usaha Perkebunan. (<i>Plantation Operation License</i>)
IPM	:	Integrated Pest Management
IUCN	:	International Union for Conservation of Nature and Natural Resources
KAN	:	Komite Akreditasi Nasional (National Accredited committee)
KUD	:	<i>Koperasi Unit Desa</i> (Village Cooperative)
LCC	:	Legume Cover Crop
LUCA	:	Land Use Change Analysis
MSDS	:	Material Safety Data Sheet
NGO	:	Non-Government Organization
OER	:	Oil Extraction Rate
OHS	:	Occupational Health and Safety
OHSE	:	Occupational Health, Safety and Environment
P2K3	:	<i>Panitia Pelaksana Keselamatan and Kesehatan Kerja</i> (Occupational Health and safety Guiding Committee)
PGA	:	Personal General Affairs
PK	:	Palm Kernel
POM	:	Palm Oil Mill
POME	:	Palm Oil Mill Effluent
PPE	:	Personal Protective Equipment
RHS	:	Rimba Harapan Sakti
RSPO	:	Roundtable Sustainable Palm Oil

RTE	:	Rare, Threatened or Endangered
SCCS	:	Supply Chain Certification System
SH	:	Smallholder
SIA	:	Social Impact Assessment
SMS	:	Short Message Service
SOP	:	Standard Operating Procedure
RKL	:	<i>Upaya Pengelolaan Lingkungan</i> (Environmental Management Plan)
RPL	:	<i>Upaya Pemantauan Lingkungan</i> (Environmental Monitoring Plan)
WTP	:	Water Treatment Plant
WWTP	:	Waste Water Treatment Plant

1.0 SCOPE OF THE CERTIFICATION ASSESSMENT				
1.1 Assessment Standard Used				
<ul style="list-style-type: none"> • <i>RSPO Principles and Criteria (P&C) for the Production of Sustainable Palm Oil - April 25th, 2013.</i> • <i>RSPO Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014 (Module D / E for CPO Mill)</i> 				
1.2 Organisation Information				
1.2.1	Organization name listed in the certificate		PT. Rimba Harapan Sakti subsidiary of WILMAR International Limited.	
1.2.2	Contact person		Simon Siburat	
1.2.3	Organisation address and site address		<ul style="list-style-type: none"> • RSPO registered company: 56 Neil Road Singapore Singapore 088 030. • Liaison Office: Multivison Tower Lt. 15 Jl. Kuningan Mulya Blok B9, Kuningan, Jakarta 12980 – Indonesia. <p><u>Site Address:</u> Village of Pematang Limau, Sub District of Seruyan Hilir, Seruyan Regency, Province of Kalimantan Tengah, Indonesia.</p>	
1.2.4	Telephone		(62-21) 2938 0777	
1.2.5	Fax		(62-21) 2938 0115	
1.2.6	E-mail		simon.siburat@my.wilmar-intl.com	
1.2.7	Web page address		www.wilmar-international.com	
1.2.8	Management Representative who completed the application for certification		Simon Siburat	
1.2.9	Registered as RSPO member		2-0017-05-000-00, 16 th August 2005	
1.3 Type of Assessment				
1.3.1	Scope of Assessment and Number of Management Unit		Palm Oil Mill and supply base <ul style="list-style-type: none"> • Rimba Harapan Sakti Mill, Rimba Harapan Sakti-1 Estate, Rimba Harapan Sakti-2 Estate. 	
1.3.2	Type of certificate		Single	
1.4 Locations of Mill and Plantation				
1.4.1	Location of Mill			
	Name of Mill	Location	Coordinate	
			Latitude	Longitude
	Rimba Harapan Sakti	Pematang Limau Village, Sub District of Seruyan Hilir, Seruyan Regency, Province of Kalimantan Tengah, Indonesia	S 02° 50' 08.80"	E 112° 34' 20.23"
1.4.2	Location of Certification Scope of Supply Base			
	Name of Supply Bases	Location	Coordinate	
			Latitude	Longitude

	Rimba Harapan Sakti-1	Pematang Limau Village, Sub District of Seruyan Hilir, Seruyan Regency, Province of Kalimantan Tengah, Indonesia	S 02° 51' 14.51"	E 112° 37' 08.75"		
	Rimba Harapan Sakti-2	Pematang Limau Village, Sub District of Seruyan Hilir, Seruyan Regency, Province of Kalimantan Tengah, Indonesia	S 02° 51' 24.20"	E 112° 42' 20.89"		
1.5	Description of Area Statement					
1.5.1	Tenure					
	• State		13,789.745 Ha			
	• Community		- Ha			
	Total area based on Land Use Right (HGU) Certificate No. 25, dated 1 August 2011.					
1.5.2	Area Statement					
	• Total area		13,790.00 Ha			
	• Mature area		7,645.51 Ha			
	• Immature area		21.95 Ha			
	• Mill		16.76 Ha			
	• Road, Housing, Drainage		367.68 Ha			
	• Land Occupied/Native Settlers		193.69 Ha			
	• Not Plantable Area		165.01 Ha			
	• HCV*		5,395.83 Ha			
*Discrepancy of HCV area 16,40 Ha from previous assessment is due to internal sustainability of WILMAR creates a remeasuring of HCV area.						
*some of HCV Area included of planted Area (15.73 Ha) and road control or inspection as 0.67 Ha						
1.6	Planting Year and Cycles					
1.6.1	Age profile of planting year					
	Planting Year	Hectarage (Ha)				
		RHS-1	RHS-2	Total		
	2009	2,609.45	693.62	3,303.07		
	2010	639.24	2,559.62	3,198.86		
	2011	173.11	247.79	420.90		
	2012	438.15	132.53	570.68		
	2013	129.80	44.15	173.95		
	TOTAL	3,989.75	3,677.71	7,667.46		
1.6.2	New Planting area after January 2010		4,364.39 Ha			
1.6.3	Planting Cycle		1 st Cycle			
1.7	Description of Mill and Supply Base					
1.7.1	Description of Mill					
	Name of Mill	Capacity (tonnes/hour)	FFB Processed (tonnes/year)	CPO	Palm Kernel	
				Out put (ton)	Extraction (%)	Out put (ton)

	Rimba Harapan Sakti	45	155,122.71	34.234.19	22.07	6,606.77	4.26
	<i>*Production data source from 12 months before assessment (October 2015 – September 2016)</i>						
1.7.2	Description of Certification Scope of Supply Base						
	Name of Estate	Total Area (Ha)	Planted Area (Ha)	FFB (tonnes/year)	Yield (tonnes/ha/yr)	Supplied to Mill FFB (tonnes/year)	
	Rimba Harapan Sakti-1	7,043.65	3,989.75	58,096.33	14.56	58,096.33	
	Rimba Harapan Sakti-2	6,746.35	3,677.71	45,942.27	12.49	45,942.27	
	TOTAL	13,790.00	7,667.46	104,038.60	13.57	104,038.60	
	<i>*Production data source from 12 months before assessment (October 2015 – September 2016)</i>						
1.7.3	FFB description from other source						
	Name of sources	Organisation	Location			Supplied to Mill FFB (tonnes/year)	
	STP-1**	PT. Sarana Titian Permata	Seruyan Regency, Province of Kalimantan Tengah, Indonesia			26,592.77	
	STP-2**					15,728.27	
	STP-3**					23,314.55	
	KSI-2 (Mature area: 5,225.13 Ha)***	PT. Kerry Sawit Indonesia	Kotawaringin Timur Regency, Province of Kalimantan Tengah, Indonesia			324.97	
	KSI-3 (Mature area: 4,047.43 Ha)***					535.91	
	TOTAL					154,204.10	
	<i>*Production data source from 12 months before assessment (October 2015 – September 2016)</i>						
	<i>** RSPO Certified and valid</i>						
	<i>*** RSPO certificate expired and calculated as Non-Certified until new certificate issued.</i>						
1.7.4	Product			CPO, PK			
1.8	Estimate Tonnage of Certified Product						
1.8.1	Past Annual Claim Certified Product		Previous Certificate Claim 8 December 2015 to 7 December 2016 (tonnes/year)		Actual certified product 8 December 2015 to 8 October 2016 (tonnes/year)		
	• FFB Production		85,518		80,553.99		
	• CPO Production		20,524		26,338.90		
	• Palm Kernel (PK) Production		3,455		4,948.44		
1.8.2	Estimate of Certified FFB Claim						
	Name of Estate(s)	Total Area (Ha)	Planted Area (Ha)	FFB (tonnes/year)	Yield (tonnes/ha/yr)		
	Rimba Harapan Sakti-1	7,043.65	3,989.75	67,400	16.01		
	Rimba Harapan Sakti-2	6,746.35	3,677.71	52,800	14.93		
	TOTAL	13,790.00	7,667.46	120,200	15.53		
	<i>*Projected FFB production for 12 months of certificate (8 December 2016 to 7 December 2017)</i>						
1.8.3	Estimate of Certified Palm Product Claim						
	Name of Mill	Capacity	FFB	CPO	Palm Kernel		

	(tonnes/ hour)	Processed (tonnes/year)	Out put (ton)	Extraction (%)	Out put (ton)	Extraction (%)
Rimba Harapan Sakti	45	120,200	28,848	24.00	5,409	4.50

**Projected FFB production for 12 months of certificate (8 December 2016 to 7 December 2017)*

1.9 Other Certifications

ISO 9001:2008	-
ISO 14001: 2004	-
OHSAS 18001:2007	-
ISCC	-
Others	-

1.10 Time Bound Plan

1.10.1 Time Bound Plan for Other Management Units

Management Unit	Time Bound Plan	Location	Status
Sapi (1 + 2)	2008	Sandakan, Sabah, Malaysia	Certified
Sabahmas	2008	LahadDatu, Sabah, Malaysia	Certified
RekaHalus	2008	Sandakan, Sabah, Malaysia	Certified
Saremas (1 + 2)	2008	MiriSerawak, Malaysia	Certified
Kaminsky	2008	MiriSerawak, Malaysia	Certified
Suai	2008	MiriSerawak, Malaysia	Certified
Segarmas	2008	MiriSerawak, Malaysia	Certified
Terusan (1 + 2)	2009	Sandakan, Sabah, Malaysia	Certified
Kiabau	2009	Sandakan, Sabah, Malaysia	Certified
Ribubonus	2009	Sandakan, Sabah, Malaysia	Certified
PT Milano (SDE, BSE & MBE)	2009	North Sumatra	Certified
PT MustikaSembuluh	2009	Central Kalimantan	Certified
PT KencanaSawit Indonesia	2010	West Sumatra.	Certified
PT Kerry Sawit Indonesia	2010	Central Kalimantan	Certified
PT Tania Selatan (BT & BB)	2010	South Sumatra	Certified
Hibumas	2010	Sandakan, Sabah	Certified
Sri Kamusan	2010	Sandakan, Sabah	Certified
SekarImej	2010	Sandakan, Sabah	Certified
AktifKukuh&Koerasi	2010	Sandakan, Sabah	Certified
PT AMP Plantation	2011	West Sumatra	Certified
PT PrimatamaMuliajaya	2011	West Sumatra	Certified
PT ANI (Sambas)	2012	West Kalimantan	Certified
PT BuluhCanang Plantations	2013	South Sumatra	Certified

	PT Tania (Bamboo Kuning)	2011	South Sumatra	Certified
	PT BumiSawitKencana	2012	Central Kalimantan	Certified
	PT GersindoMinang Plantations	2012	West Sumatra	Certified
	PT PermataHijauPasaman	2012	West Sumatra	Certified
	PT Sarana Titian Permata	2012	Central Kalimantan	Certified
	PT DayaLabuhan Indah	2013	North Sumatra	Certified
	PT Milano (CDE)	2013	North Sumatra	Certified
	PT Agro PalindoSakti 1	2014	South Sumatra	Certified
	PT MentayaSawit Mas	2014	Central Kalimantan	Certified
	PT Murini Sam Sam	2015	Riau	Certified
	PT Sinarsiak Dian Permai	2018	Riau.	Initial Assessment October 2015
	PT. Bumi Pratama Khatulistiwa	2016	West Kalimantan	Initial assessment September 2016
	BBPOP (Benso Plantations)	2015	Ghana	certified
	PT Agro PalindoSakti 2	2018	West Kalimantan	Preparation
	PT Karunia Kencana Permaisejati	2016	Central Kalimantan	Initial assessment
	PT Rimba Harapan Sakti	2015	Central Kalimantan	Certified
	PT Agronusa Investama (Pahauman)	2018	West Kalimantan	Preparation
	PT Agro Indah Persada 2	2017	Bangko – Jambi	Preparation
	PT Musi Banyuasin Indah	2018	South Sumatera	Preparation
1.10.2	Progress of Associated Smallholders and Outgrowers for Certifiable Standard			
	The Certificate holder of RHS does not cooperate with any other associate smallholders, however only received FFB from outgrowers under the same subsidiary of Wilmar International, which are PT Sarana Titian Permata and PT Kerry Sawit Indonesia.			

2.0	ASSESSMENT PROCESS
2.1	Assessment Team
ASA-1	<ol style="list-style-type: none"> Moh. Arif Yusni (Lead Auditor Supervised). Bachelor of Agriculture, majoring of Plant Pest and Diseases (Plant Protection). He has a working experience for 2 (two) years in oil palm Plantation Company in Indonesia. Trainings attended namely: Indonesian Sustainable Palm Oil (ISPO) Lead Auditor training course and Auditor / Lead auditor Management System Certification (ISO 9001-2008). Now he worked at Professional Certification Body. He has been several times following audit related to sustainable palm oil certification system as an auditor. During the assessment he assigned to verify Legal and Social Welfare Yudwi Wisnu Rahmanto (Lead Auditor Supervising). Bachelor of Forestry with Silviculture background. He worked at professional independent Certification Body as an Auditor for last 3 years and has involved in auditing activities with various certification schemes. Selected training which have been followed, such as RSPO Endorsed Lead Auditor Training Course, ISPO Auditor/Lead Auditor Course, Quality Management System (QMS) ISO 9001:2008 Auditor/Lead Auditor Course, GIS-Basic Mapping and Spatial Analysis, Timber Legality Assurance System (SVLK), Verification Organization Training C.A.F.E Practices (Starbucks) and others internal training programs. He has involved in auditing activities, such as Sustainable Forest Management by FSC FM/COC Scheme, Sustainable Palm Oil by RSPO and ISPO Scheme, Coffee And Farmer Equity (C.A.F.E Practices) Starbucks, Organic Standard (EU, NOP, JAS) for Coffee Farmers and Organic Exchange for Textile. During this audit, he assigned to verify of SCCS aspect. Rudi Ramdani (Auditor). Bachelor of Agriculture Majoring in Agronomy, Agriculture Faculty of Bogor Agricultural University. He has experienced more than two years as an operational staff in a private oil palm plantation company in Indonesia. He also followed training he namely: Indonesian Sustainable Palm Oil auditor, Awareness RSPO, Management System Certification (ISO 9001-2008) training and awareness OHSAS. Currently he works for Independent Certification Body. He had involved activities RSPO and ISPO certification assessment as an auditor. During this audit, he assigned to verify of Transparency and Social Aspect Brigitta Prita (Auditor). Bachelor of Forestry, Department of Forest Resources Conservation and Ecotourism, Bogor Agricultural University. Attended training ISPO Auditor training and certification of ISO 9001:2008 quality management system (QMS). During this audit, she assigned to verify Environmental and HCV aspects Joko Alam (Auditor under supervised). SST Saint Applied Bachelor of Agricultural Sciences Department of Agricultural Extension, College of Agricultural Extension Bogor (STPP) under the auspices of the Department of Agriculture. Has over six years of experience as an Agronomist palm Oil Plantation. Attended training ArcGIS for mapping, 5S training for the management of the Company and Factory, a training laboratory for palm oil mills, Auditor training ISPO force 18 (2015) and Awareness RSPO, training on ISO 14001 Environmental Management System (EMS) and audit techniques, training on ISO 9001:2015 Management Quality System and Certification System ISO 17021.). During this audit, he assigned to verify of verify Integrated Pest Management, Best Management Practices, Good Manufacture Practices, aspect Affiffuddin (Auditor under supervised). Diploma III of Oil Palm Plantation Program, Bogor Agricultural University. Have five years' experience working as a plantation operational staff at private oil palm Plantation Company in Indonesia. He had attended such training: Training ISPO Auditor, Auditor Management System Certification (ISO 9001-2015), Awareness RSPO and OHS Management System Auditor Training Course. Currently he worked as an auditor at Certification Body. During this audit, he assigned to verify occupational health & safety and social workers.
2.2	Assessment Methodology, Assessment Process and Locations of Assessment
2.2.1	Figure of person days to implement assessment
ASA-1	<p>Number of auditors : 3 auditor and two auditor under supervision</p> <p>Number of days for ASA-1 at site : 4.5 days</p> <p>Number of working days for ASA-1 at site : 22.5 Working days</p>
2.2.2	Assessment Process
ASA-1	The assessment was conducted by measuring the sufficiency of implementation with the consistency done by the PT Rimba Harapan Sakti to the requirements of RSPO Principles and Criteria for Sustainable Palm Oil Production Generic

Standard 2013 and Supply Chain Requirement for CPO Mill, November 2014.

The assessment was conducted in three methods: (1) document review, aiming to observe the sufficiency of types or substances from required documents; (2) *interview*, 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.

Some opportunities for improvement of the results **ASA-1** delivered by the MUTU auditor to the management unit and the results are the subject will be verified at the next assessment phase ASA-2

Improvement of findings from main assesment findings were observed by auditors at this assessment. All information obtained was recorded in Check List of PT Mutuagung Lestari (MUTU) and part of **ASA-1 report**

The assessment program please find Appendix 2

2.2.3
Locations of Assessment
ASA-1

Number of unit in this certification activity is 1 Mill and 2 Own Estates. The auditor team use formula of $0.8\sqrt{y}$ to determine the management units sampling and also considered the issues raised by stakeholder. Based on this formula, the auditor team determined that the sampling locations are one palm oil mill (Rimba Harapan Sakti Mill) and two estates (RHS-1 and RHS-2).

RHS – 1 Estate

- Block 167-168. Observation on area HCV krangas forest burned in 2015.
- Boundary pole HGU 66 and 67 bordering the riparian of Pukun river.
- Block 378. Observation on plant burned in 2015.
- Boundary pole HGU No.057, block 179 RHS 1. Observation on legal boundaries and maintaining of plantation borders.
- Boundary pole HGU No.058 in block 178 RHS 1 Division 2. Observation on legal boundaries and plantation borders maintenance
- Boundary pole HGU No.46, block 187. Observation on legal boundaries and plantation borders maintenance.
- Boundary pole HGU block 187. Observation on legal boundaries and maintaining of plantation borders maintenance.
- Water intake Block 20 Divisi 1. Field observations related to water resources management and domestic processes.
- Daycare. Field observations and interviews related infrastructure in Daycare.
- Generator House. Field observations and interviews related labor, operational generators, and others.
- House chemical rinse. Field observations related to the management of hazardous waste materials.
- Temporary Storage of hazardous and waste materials. Field observations related to the management of hazardous waste materials.
- Firefighters. Field observations related to facilities and infrastructure firefighting equipment.
- Clinic RHS 1. Field observations related to facilities and infrastructure facilities, medical waste management and others.
- Landfill. Field observations related to the management of domestic waste.
- Housing Block 30 Division 1. Field observations and interviews related facilities and infrastructure facilities, the management of domestic waste, and others.

RHS – 2 Estate

- Blok 062, observation related to HCV Area and forest burned area in 2016
- Blok 065, observation related to occupation area
- Boundaries Pole No 99, 96. Observation on legal boundaries and maintaining of plantation borders.
- Block 090, Division 2. Observation on NPK fertilization dose of 2.25 kg / plant. PPE fertilizer, namely: apron, cloth gloves, masks. Workers understand the technical safe working fertilization.
- Block 087, Division 2. Observation on owl nest houses.

- Block 073. Observation on empty bunch application as organic fertilizer.
- Block 301, Division 2. Observation on palm oil harvesting. Harvesters use PPE (helmet, shoes, boots).
- Housing Block E54 Division 1 RHS 2. Field observations and interviews regarding facilities and infrastructure facilities, the management of domestic waste, and others.
- Clinic RHS 2. Field observations related facilities and infrastructure facilities, medical waste management and others.
- Fire towers RHS 2. Field observations related to monitoring of hotspots.
- Chemical warehouse. Field observations and interviews with officer related to the management of chemicals.
- Fertilizer warehouse. Field observations and interviews with relevant officers related fertilizer management.
- Oil warehouse. Field observations and interviews with relevant officers related Oil management.
- Landfill Blok 101 Division 1. Field observations related to the management of domestic waste.
- Daycare. Field observations and interviews related infrastructure in daycare.
- Home generator. Field observations related to the management of hazardous waste materials.
- House chemical rinse. Field observations related to the management of hazardous waste materials.
-

RHS POM

- Security Post. Observations and interviews related to the implementation of SCCS, selection of FFB sources and entering the mill.
- Weight Bridge. Observations and interviews related to selection of certified and non-certified sources.
- Loading Ramp. Observations on implementation of FFB sortation/grading.
- Process Station. Observations on processing line, OHS, understanding of procedures.
- Engine Room/Turbine. Observations and interviews with relevant operator about fuel efficiency, understanding related workers SOP, fire emergency at the mill, first aid kit, implementation of OHS, the facilities provided by the company, medical checkup, training that has given the company and employment.
- Boiler Station. Observations and interviews with relevant operator, understanding related workers SOP, fire emergency at the mill, first aid kit, implementation of OHS, the facilities provided by the company, medical checkup, training that has given the company and employment
- Workshop. Observation and interviews related to the competence of workers, medical checkup, and implementation OHS and waste management.
- Hazardous Waste Storage. Observed the hazardous waste storage licensed and completeness of the building such as waste balance sheets, symbols and labels, the availability of fire extinguisher and emergency wash.
- Chemical Warehouse. Observation storage and chemical management activities.
- WTP. Observation of water treatment activities and the use of chemicals.
- WWTP. Observations of POME management and wastewater pond conditions.
- Reservoir. Observation on water source for mill.
- Collecting place of EFB. Observation on EFB management and leach ate water.

Stakeholder Consultation

1. Pematang Limau Village
2. Gender Committee
3. Bipartite Cooperation Institution
4. Environmental Agency of Seruyan Regency.
5. Forestry and Plantation Agency of Seruyan Regency.
6. National Land Bureau (BPN) of Seruyan Regency
7. Transmigration and Labour Agency of Seruyan Regency.

2.3
Stakeholder Consultation and Stakeholders Contacted

2.3.1	Summary of stakeholder consultation process.
ASA-1	<p>Summary of stakeholder consultation process</p> <p>Consultation of stakeholders for <i>PT Rimba Harapan Sakti</i> was held by:</p> <ul style="list-style-type: none"> - Public Notification on Website PT Mutuagung Lestari (14 Days before assessment conducted) - Public consultation meeting with internal stakeholders by interviews and local stakeholders conducted by visits to villages and interviews with local peoples on 11 October 2016 and interviews with government institution on 11 October 2016. <p>Numbers of input from stakeholders were clarified by <i>PT Rimba Harapan Sakti</i></p>
2.3.2	Stakeholder contacted
	<i>Please find appendix 1</i>
2.4	Determining Next Assessment
	The next Surveillance assessment (ASA-2) planned on October 2017

3.0. ASSESSMENT FINDINGS

3.1. Summary of Assessment Report of the RSPO Certification

MUTUAGUNG LESTARI has conducted an assessment of Rimba Harapan Sakti POM – PT. Rimba Harapan Sakti (Wilmar Intl Ltd) operation consisting of one (1) mill and two (2) estates.

During the assessment, there were two (2) Nonconformities were assigned against Major Compliance Indicators; two (2) nonconformities were assigned against Minor Compliance Indicators and eight (8) opportunities for improvement 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 record/photographic/etc...). Those corrective action(s) taken that consist of two (2) Major non-conformities and two (2) Minor non-conformities had been closed out shall be verified during next assessment.

MUTUAGUNG LESTARI found that Rimba Harapan Sakti POM – PT. Rimba Harapan Sakti (Wilmar Intl Ltd) complied with the requirements of RSPO Principles and Criteria (P&C) for the Production of Sustainable Palm Oil - April 25th, 2013, RSPO Management System Requirements and Guidance For Group Certification of FFB production, 7 March 2016 (scheme smallholders) and RSPO Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014 (Module D / E for CPO Mill).

Therefore MUTUAGUNG LESTARI Recommends RSPO Certification of compliance is **Continued**

**) deleted as appropriate*

Ref Std.	VERIFICATION RESULT of MUTU-Certification	
PRINCIPLE #1 COMMITMENT TO TRANSPARENCY		
1.1	Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.	
1.1.1	<p>The company has list of stakeholders. List of stakeholders consists of stakeholder from government (provincial Kalteng, Kab Seruyan, Head Seruyan, Kadesh around), public figures surroundings, private plantation surroundings, security forces (Police Central Kalimantan, Police Seruyan, police, military), colleges and NGOs, contractors, and supplier. The list of stakeholder are updated periodically every six (6) months. Staff CDs (Community Developments) is a person who is responsible for regularly update the stakeholder list. During interview with Head Of Village Pematang Limau and representatives of local contractors during public consultations, it confirmed that the company is open and transparent for any kind of communication from other parties. The responses given is in timely manner.</p> <p>The results of the public consultation with the relevant authorities in Seruyan regency known that PT RHS always regularly reports the progress of the plantation business, environmental reports and employment reports. The rresponsible person to providing and updating informations is Bina Mitra Officer.</p> <p>Based on the results of the public consultation with the village of Pematang Limau obtained information that the village had found out about the list of documents and how to request information.</p>	

Based on the document study and the interview with the management party, it's obtained the information that the company has owned Bipartite Cooperation Institution at each estate and has been done the periodically meeting. However, the result of interview with stakeholder (labour agency, transmigration, and tourism of Seruyan District) and based on the verification of document, it's obtained the information that the company still not yet providing the information due to the activity of Bipartite Cooperation Institution periodically. . **Nonconformity No. 2016.1 with minor category.**

1.1.2

The company has the SOP to provide information to outside parties / transparency (SOP47 / PR / 6/0516, dated May 1, 2016).Based on the SOP, the response time to requests for information is 14 days. Based on documents verifications and interview with relevant stakeholders in 2016 until ASA-1 Conducted there was no letter of request for information from stakeholders, all of the incoming letter are in the form of requests for assistance. Requests from the stakeholders are mainly for donation for the villages, for examples road construction and maintenance.

Minor 1.1.1	Status: Non conformance NC.2016.01 with minor category	
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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.

1.2.1

Documents that can be accessed by the public contained in the SOP No. SOP47 / PR / 5/1115 effective date of November 1, 2015 (Revision 5) concerning to the Provision of Information to outside parties / Transparency: The SOP set a document with broad access and documents that can be accessed by the consent from general manager.

- Documents with broad access, that is: EIA document (Environmental Impact Assessment), Annual Report of the Company, the Company Policy (Company Profile), Land Use Title and other licensing, monthly reports of farm and mill production, total area of estate and mill operational accompanied by a map (Land), topographic maps, Rights traditional map, boundary map and land use map (land use), river map in the plantations, natural flow and water catchment areas, procedures / operational procedures of estates and mills, organizational structure of the company, reports of High Conservation Value and Management Plan, Plan and Social Impact Assessment (SIA), Tribune Magazine or company Bulletins, Investment Activity Report, Plantation Business Activity Report (LKUP), plantation statistics monitoring, company employee data, employment Foreign Employee Data, company employee data, Foreign Employee Data (employment of expatriates), Land Use Data, Smallholdings Production Data, CDP Implementation and Company CSR, Reduction and Pollution Prevention Plan, Health and Safety Plan (OHS), Grievance and stakeholder Complaints, General Summary of RSPO certification assessment.
- Documents that can be accessed with the approval from general manager, that is the Deed of Incorporation and deed of company amendment, Company Profit / Loss, Company balance, Staff / Employees salary, Identity of shareholders and company management, Identity of operational leadership, staff and employees, List of the company's assets, List soil / land plantation business, community development plan (community development), Payment Data for Land Acquisition, complaints, distribution map of rare animals in the conservation area, smallholdings usage data and third party contributions

The monitoring and reporting plan under the governance of the department of Development Partners. Summary of documents related to the company management and other related matters has been prepared and has also been submitted to the relevant stakeholders. During interview with Head Of Village Pematang Limau and representatives of local contractors during public consultations, Stakeholders already know about the kind of information that can be obtained from company

	Status: Full Comply	
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1.3

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

1.3.1

The company has had a company policy on corporate codes of conduct no document 003 / DIR-KP / IV / 2016 dated April 20, 2016, revision 1, which already includes the fair conduct of business, prohibition of corruption, bribery, fraud in the use of funds and natural resources, as well as information disclosure.

The policy Code of conduct has been communicated to all employees and third parties, such as:

- Submission to the 3rd through the provision of a copy of the document code of conduct, for example, the CV KIS, PT Sabindo, Indopalma Agro Persada PT on October 7, 2016.
- To the workers through socialization during morning assembly, for example for: PT RHS POM February 3rd 2016, with 77 participants.
- Based on interviews with HR staff that has been socialized enterprise policy, including implementation of the code of conduct during morning assembly in each division.
- On April 6 2016 for dissemination of company policy on codes of conduct in the sub division 1A PT RHS 2 with participants as many as 98 participants and on 1 September 2016 PT RHS 1 Division II of the socialization policy regarding the code of conduct as many as 64 participants.
- Interviews were conducted to workers from several parts of the work in two divisions of PT RHS1 and PT RHS2 and workers in the palm oil factory.

Based on interview with manuring workers and sprayers was clearly informed that code of conduct has been socialized to the all level of employees.

Status: Full Comply

PRINCIPLE #2 COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS
2.1

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

2.1.1; 2.1.2

Certificate holder has a mechanism to identify, implement and evaluate the compliance with the law as set in the SOP of Identification Legal regulations and legislation and the Mechanism of Compliance Implementation of related and applicable Laws. In the procedures have been set up the officers who are responsible for updating the regulations (PIC) and mechanism or the details of the procedure. The company showed documents of Law and Regulations List Conditions And Regulations (Law Register) which is used as a reference in the management of estates and mills, which are divided into the aspect compliance of environmental licensing, OHS and Employment. The list is updated every six months. The company can showed the entire copy of the rules stored in the office of each unit. Evidence of compliance conducted by the company, for example to the legality of companies already have Plantation Business License (IUP), the aspect of environmental the company already have documents of environmental impact assessment (EIA) as well as on the aspects of the Employment the company have provided the minimum wage in accordance with applicable regulations, but the company needs to continuously make an effort of information update to the Ministry of Environment and Forestry related to the process of forest release area and The development progress of scheme smallholder. **OFI 02**

2.1.3; 2.1.4

All regulations are noted in the list of rules which are always evaluated regularly at least once every six months or if there are regulatory / latest requirements referenced. The latest evaluation was conducted in 01 May 2016. The evaluation was done because there are the latest regulations which are the Regulation of Labor and Transmigration Minister No. 12 Year 2015 about OHS electricity in the workplace. The results showed that the management unit has met the OHS regulations related to the activities of oil palm plantations.

Based on interviews with relevant institutions (Plantation Agency, Labor Agency, Environment Body and National Land Agency) noted that the management unit has met the regulations related to the estate, employment and the environment.

Status: Full Comply	
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2.2

The right to use the land is demonstrated, and is not legitimately contested by local people who can demonstrate that they have legal, customary or user rights.

2.2.1; 2.2.4; 2.2.5

Land use rights of PT. Rimba Harapan Sakti (RHS) proved legally in the Certificates of Land Use Title (HGU) No. 25 Year 2011 covering an area of 13,789.745 hectares. Explanation of the status of land ownership before land right is issued, is a state land that has been free from the control of the population / community. During stakeholder consultations with statutory bodies and relevant villager (communities) there are no land dispute founded in last three years. In the other hands, Certificate holder has had a FPIC procedure SOP 30/BM/(0)/0409, dated 01 July 2010, describes that identification of participatory map related to legal ownership of communities are considering gender, community leader, local or transmigrate communities, ethnic groups or communal land ownership, etc. During stakeholder consultations with statutory bodies and relevant villager (communities) there are no land dispute founded in last two years

The process and outcome from any negotiated agreements and compensation claims are documented in the form of a recapitulation of Compensations. Results of verification, records of compensation in PT. RHS in the period of June 2009 – September 2016 are 8,664.48 Ha. Based on public consultation with Pematang Limau Villagers, obtained information if compensation proses has involved land owner, affected parties and in accordance with principle of FPIC.

2.2.2

Demarcation of PT. RHS through the maintenance of boundaries pole that have been in accordance with the coordinates of owned legal documents and *SOP Pemasangan dan Monitoring Patok Batas* (001/SOP/GIS/2014). The results of field observations by auditor team to ensure the maintenance of the legal boundaries is done well.

2.2.3; 2.2.6

Based on the interviews done at Pematang Limau Village, both the company and the community have basically agreed on finding solutions for both parties for the settlement of said issues. The results gathered from the consultation with relevant institutions at Seruyan Regency, such as with the National Land Agency and Forestry & Plantation Agency, suggested that up until now no information has been received on any land disputes possibly occurred between PT RHS and the community surrounding the plantation

Status: Full Comply	
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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.

2.3.1; 2.3.2

Based on the verification of land tenure documents and interviews with local communities and relevant agencies showed that there was no indication of a land dispute between the companies with other parties including the surrounding communities

In the other hands, Certificate holder has had a FPIC procedure SOP 30/BM/(0)/0409, dated 01 July 2010, describes that identification of participatory map related to legal ownership of communities are considering gender, community leader, local or transmigrate communities, ethnic groups or communal land ownership, etc.

During field observation and interview with surrounding communities, it was confirmed that FPIC process has done by the CH during land compensation. Maps of each land that have been compensated are available in place with various scales (1:5,000 and 1:10,000).

Based on areal statement and field observations known that's there is area is a community cultivated area. In addition, many areas in the company are suitability to be planted (plant able) but actually is not planted. This is due to many areas

in the form of open land and grass vegetation (*grassland*) owned by the community (in RHS 1 187.16 Ha and in RHS 2 193.69 Ha). Related that's area the company can show the identification mapping process of the entire land user or arable land with a sufficient scale (1; 5000) and Evidence of participatory mapping process by involving the affected party.

2.3.3; 2.3.4

Report of HCV and SIA (Social Impact Assessment) outlines that there is no traditional rights / customary rights or indigenous people residing around the company. This has been confirmed with the result of interviews with village heads of Pematang Limau. All of information as supporting documents during FPIC process and land compensation is in Bahasa. It was confirmed that communities understand the information within.

Status: Full Comply

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.

3.1.1

The Company has long-term work plan document in the form Projection periods 2015-2020. The document has contained the projection period regarding information of land use, the use of seeds, FFB projections, and projections of CPO, PK, the estimated cost of production, the estimated selling price, as well as the estimated cost of social and environmental management.

The company has Internal audit procedure (SOP No.65/CKP/(0)/0811, dated August, 1 2011 approved by General Manager. The procedure manage of internal audit operational and certification each year, which is done by internal audit team.

If there is new information, based on interview with management and worker, known that it has been communicated to woker through mustered morning before work and informations board.

3.1.2

Replanting program has not been planned up to five (5) years in the future because the oldest planting year is 2007. Based on the procedures, the indicator of replanting is Yield / ha (<14 tons of FFB / ha), plant age (> 25 years), plant height (> 13 meters).

Status: Full Comply

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

4.1

Operating procedures are appropriately documented and consistently implemented and monitored.

4.1.1

There is no change on procedure by the certified unit since the last assessment until this recertification assessment (ASA-1) covered in "**Agricultural Manual and Standard Operating Procedure For Oil Palm**". The procedures has covered the key process such as harvesting, transportation, fertilizing, IPM, GAP, Supply Chain requirements for the mill. That's procedure is written in Bahasa and available in audit site. Based on the results of field visits in harvesting, spraying, fertilizing, POM grading officer and operator of processing machines known that workers have implemented and understood the technical work.

4.1.2

Available masters list of all SOPs during the audit and all the revisions can be trace. To ensure consistency of procedures implementation, the companies routinely conduct internal audit activities both agronomic and processing. Monitoring the implementation from the procedure is done through internal audits regulated in the SOP of Internal audit (No. SOP 65 / CKP / (0) / 0811). The audit activity is conducted periodically and delivered to every operational unit at the beginning of the year and in the SOP also set up an internal auditor who has been trained in accordance with the field. All non-compliance records of internal audit has corrected and verified by the company.

4.1.3

During the audit activity the auditor team has sighted records available for the measurements or results of internal control and monitoring activities. Each unit has documented the operations of the estate and mill production such as daily reports, supervisor workbooks, etc. The field visit at the mill shows that the unit has been documenting the daily activities in a daily production report that documented by using computerized systems

4.1.4

PT Rimba Harapan Sakti received FFB from other Wilmar group estate (PT Sarana Titian Permata & PT Kerry Sawit Indonesia) and not receiving from other out grower (smallholders or independent out grower), however the CH can identified each of the FFB sources.

Status: Full Comply

4.2

Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.

4.2.1; 4.2.2

The company has had a procedure to manage and maintain soil fertility (SOP No. SA 05 / EMU / (1) / 0811), on that's procedure described to maintain soil fertility the company conducted manuring activities accordance with recommendation from research, POME applications, and maintain cover plant. Based on field observations in RHS 1 Estate and RHS 2 Estate that's procedure has been well implemented such as conducted FFB mulching with the doze 40 Tonnes/ha and Manuring activities in accordance with the fertilizer dosage recommendation.

4.2.3

The RHS routinely been conducting of soil and leaf analysis periodically conducted Ecological Management Unit (EMU) Laboratory - Wilmar. Soil analysis carried out in 15 years, while the activities of leaf analysis carried out every year. Results of soil and leaf analysis that are tested will be the basis for determining the fertilizer dosage in each estate.

4.2.4

The Company has a strategy of recycling nutrients, such as the use of the frond (pruning), application of effluent and FFB Mulching. The EFB application with the recommendation dose of 80 tons / hectare. Piles of EFB as many as 300 Kg arranged between the palm trees in the palm tree lines. Application of effluent was also found in the estate of RHS 1 Estate5 with the size of the bed is 9 x 2 x 1 meter arranged on the inter row. Two beds are used as overflow which functioning in case if it rains

Status: Full Comply

4.3

Practices minimize and control erosion and degradation of soils.

4.3.1. 4.3.2; 4.3.4; 4.3.5

The company has conducted semi-detailed soil survey based on a survey of Param Agriculture June 2007, which describes the distribution maps of slope and type of soil in the operational area. Semi detailed soil survey indicated There are areas were classified as marginal land with soil type Sandy and the limitation factor are drainage. Moreover there is no peat area in PT RHS. Based on the identification result in the slope map of SRTM3 in 2012 known that the company area is located in the area with a slope of 0-12% with a flat classification so that the company does not perform specific management strategy in areas with a certain slope.

4.3.3

In doing road maintenance, the company has a maintenance program by using road graders and road hardening. Based on field observations, main roads and collection roads are in good conditions. The drainage system is well organized to ensure passable in all weather conditions.

4.3.6

Based on semi detailed soil survey indicated there are areas were classified as marginal land in PT RHS with soil type Sandy and the limitation factor are drainage. Related to these areas, the company has Internal Office Memo SOP No. 072

/ EMU / VII / 2009 regulating about the strategies for sandy areas such as the identification of the sandy soil, land clearing, planting methods, drainage setting, planting LCC and methods of fertilization in sandy areas. The company also has a Table Soil Management Group results from detailed soil survey of RHS in June 2007 by Param Agricultural Soil Surveys (M) SDN. BHD equipped with development strategies for marginal soils including sandy soil management (Soil Group C and D) in accordance to the recommendations of detailed soil survey results and memo from GM No. 072 / EMU / VII / 2009, the management of peat soils (Soil group E) in accordance to the recommendations of detailed soil survey results. There are some company's strategies in managing those marginal land, such as applied EFB with dosage of 40 ton/ha/year as a supplement beside an organic fertilizer.

Status: Full Comply

4.4

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

4.4.1.

The company has a water management plant that's described in EIA Semester 1 2016. The Plan had described the objectives such as such as preservation of riparian area, supervision and maintenance of boundary markers of riparian area, manufacture of reservoirs or dam water reservoir, use water efficiently, Water sampling every 6 months by the laboratory that has been accredited by KAN and enrichment of planting.

4.4.2.

Based on the field in the riparian area, the company had implemented the SOP protection of riparian and buffer zones such as: warning signboard in riparian area, no spraying and treatment of manual circle and no slash, and the planting of woody plants and others.

4.4.3.

Effluent produced by the mill is managed on Waste Water Treatment Plant (WWTP) before it is applied to the estate. Examination of documents showed that the effluent quality monitoring conducted regularly every month by PT Unilab (LP 195 IDN). Results of testing in 2016(January - August 2016) showed that all of the test parameters meet the standard qualities. Based on field observations in block J 03 RHS 1 Estate obtained information's that POME location has been applied in accordance with the permit.

4.4.4.

Based on field observations in the mill, the management unit has been measuring the use of water used by the mill in operational activities and domestic needs. There is flow meter installed in the reservoir and in the water treatment plant (WTP). The volume of water used routinely documented every day. The results of the document examinations showed that the use of water in the plant under the budget set.

Status: Full Comply

4.5

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

4.5.1

Procedure of Observation and Control of pest and Disease described in the Agriculture Manual & Standard Operating Procedure For Palm Oil Plant, Chapter 8 Plant protection- Pest and Disease Management. In the procedure explained about the types of pests and diseases, the detection period (1 or 2 months), threshold control of pests and diseases, methods for sampling at the time of detection or the census, as well as the control recommendations.

Based on field visit at RHS 1 & RHS 2 it's known that no indication of pest infestation and diseases symptoms. Company has Records of the training implementation for staff who are involved in the implementation of integrated pest management, for example, Integrated Pest Management training on March 26, 2016. Integrated pest management program was implemented by the company are monitored and evaluated every month. The evaluation is in the form of a Matrix of pest attack that describes the type of pest; attack average; analysis of the attack level to the threshold; conclusion

to determine control techniques if needed. Based on field observation the company encourage to Increasing the development of owl as the predator of rat. As for the example, the distribution ratio and level of occupational. **OFI-3**



Photo: Beneficial Plant (*Antigonon SP*) and nest box (gupon))

4.5.2

Company has Records of the training implementation for personnel's who are involved in the implementation of integrated pest management, for example, Integrated Pest Management training on 23 May 2016, with the numbers of participants are 15 persons. Based on interview with workers, confirmed that workers has understood on IPM aspect i.e.: methodology census, type of pests and diseases and management controlling.

Status: Full Comply

4.6

Pesticides are used in ways that do not endanger health or the environment

4.6.1;

The company has a procedure in using pesticides contained in Agronomy guidance and SOP of oil palm plantation on 2015 ratified by Group Head of Plantation. In the SOP showed the rotation of circle spraying and harvesting path, weed controls *spot/selective weeding* as other special grass and weeds by using pesticides in accordance with the target in the field for example grass controls by *selective* using *glyphosate*. In the SOP also not allowed using pesticide with active ingredient of *paraquat*. Based on document verification and field observation it's known that that the herbicide being used is appropriate for the target or type of weed and have received permission from the government.

4.6.2; 4.6.4

The use of pesticides has been documented by each estate that explains the name of the active ingredient, LD50, % active ingredients, the number of applications, the total active ingredients used, the total FFB production, pesticides units / Hectare, application hectare and the amounts of pesticide / hectare. The results of document review and field visit in the warehouse of pesticides showed that all units of the estate does not use pesticide in categories WHO 1A, 1B and paraquat.

4.6.3

The company has been minimizing the use of pesticides such as by controlling pests and diseases in an integrated manner by implementing pest control using biological, mechanical and chemical as well as the use of an *early warning system*. The implementation of pest control biologically showed by the planting of *beneficial plant* and development of owl as a *predator* for rat. The use of pesticides is minimized as in the weed control selectively and adjusted to the target of weed types in the field.

4.6.5; 4.6.7

The company has the SOP of safety work in spraying and fogging document No. PSKK 2 / CKP / (2) / 1111 on November 2011, in the procedure has ensured all workers have understood the MSDS, equipment is ascertained in safe and good, clean water supplies are available, PPE is available and the spraying technical is good. The Company also identified the

needs of PPE for each job in accordance with the level of risk. PPE usage and condition is monitored regularly to ensure that PPE is always in good condition and used by workers. Based on the results of field visits in the spraying activities known that employees are using appropriate PPE with the potential risks of the spraying job such as gloves and mask accordance to MSDS of specific chemical. The workers have understood the technical work well and how to work safely. Besides, the field supervisor also bring *material safety data sheet* (MSDS) are always delivered to the sprayers routinely before working in the field. Results of field observations, obtained information that the mixing of pesticide carried out in premixed area on warehouse. The pesticides that will be applied is already mixed.

4.6.6

The company has the SOP of storage of pesticides and old pesticide containers document no. SOP 17 / EHS / (0) / 0409. In the SOP explaining about the mechanism of the pesticide storage in special warehouses including the mixing place of pesticides to be used in the field in the isolated special place so that does not potentially exposure to chemicals outside the warehouse. Based on the results of field visits in pesticide warehouses and hazardous waste temporary warehouse known the pesticide warehouse is managed properly, provided *oil trap*, enough air ducts and isolated so that there is no potential of pesticide to exposure outside the warehouse.

4.6.8

Based on a review of documents and interviews with sprayers as well as the surrounding communities, not identified any application of pesticides from the air.

4.6.9

The company showed the records of socialization and training of safety work standard procedure for sprayers for example on 25 August 2016 attended by 14 employees. Based on the results of field visits in spraying activities in the estate of RHS and RHS 2 known that employees have understood the good technical work in conducting spraying and how to work safely.

4.6.10.

According to the document review, used pesticide packs are washed first, after that kept to hazardous waste storage, and then recorded on hazardous waste logbook. The old pesticide containers should not be used as food and beverage containers Based on interviews with officers of hazardous & toxic waste, officers have known about the management of hazardous & toxic waste and it appropriate with applicable SOP.

4.6.11

The company has conducted special medical examinations such as special examination Cholinesterase against pesticide operator. The last medical examination is conducted in 2015 and the test results showed that all employees who work with chemicals in a healthy condition. Interview with workers known that they are never get experience of occupational injury which caused by chemical such as irritation. In other that the workers already know the result of medical check up in 2015. In 2016 The company has been shown the result of special medical examination in August 2015 and the planning for it has been planned in November 2016. However, the company still can not yet shown the justification and the basic planning program for special medical examination. **Nonconformity No. 2016.2 with Major category.**

4.6.12

There is a policy that pregnant and breastfeeding women are not allowed to do mixing, spraying chemicals and other activities which are related to the chemicals. Based on field observations and interviews with the workers known that there were no personnel sprayers women who are pregnant and breastfeeding, and stated that policies related to the prohibition of pregnant and breastfeeding women to spray has been understood

4.6.11	Status: Nonconformity No. 2016.2 with Major category.
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4.7

An occupational health and safety plan is documented, effectively communicated and implemented.

4.7.1

The Company has a Policy on Safety and Health signed by the Group of Plantation Head and CSR Head Wilmar Group. The company also showed the procedures relating to OHS including First Aid, periodic medical examinations for employees and workers at high risk, assessment of hazard and risk, Guiding Committee of Occupational Safety & Health

and investigation of workplace accidents. Policies and procedures related to OHS management plans has been socialized to the employees, for example, on September 16, 2016 with the number of participants are 134 persons. Based on interviews, it is known that the policy has been understood by the workers.

The company also shows the Health and Safety of Work Program in 2016 which is an attempt to minimize the Lost Time Accident (LTA). Realization of the plan, for example, training in the use of portable fire extinguisher held on 14 April 2016 and a special examination audiometric on October 11, 2016.

4.7.2

The company indicated Risk Assessment document for the operations of the factory and plantation period of 2016. The documents were prepared by the team of EHS companies by identifying potential hazards and risks, then proceed to assess the level of risk and risk control until the risk can be tolerated. If an accident occurs in the field, it will be considered in the risk control to prevent accidents in the future.

4.7.3

The company has had SOP of Personal Protective Equipment document number SOP 03 / EHS / (2) / 1109) on the document describes several points, including the company provided PPE to employees or others who are in the workplace, PPE only loaned the company to employees or others who happened to be in the workplace and PPE are damaged or depleted of its useful life can be replaced or exchanged with the decision of the Head of Operations Unit. Result of field observation in Mill and Estate and interviews with personnel's, it is known that the management unit has provided PPE and have been given training in safe work practices. The Company showed evidence of PPE handover, for example, on September 19, 2016 in term PPE handover (mask, apron, rubber gloves, boots and goggles) was given to 11 sprayers.

However, Based on the result of observation field, interview with worker and the verification evidence of personal protective equipment hand over is still not yet provided the sufficient evidence that the company doesn't prepare the proper of PPE for all workers in accordance with risk analysis which has been identified. Such as, the personal protective equipment in the form of shoes for manuring activity (Block 090 of Division 2), the application of empty fruit bunch (block 073), the maintenance of harvesting path (block 080) at RHS-1 Estate and the application of empty fruit bunch (block 174 of Division 2) at RHS-2 Estate. **Nonconformity No. 2016.3 with Major category.**

4.7.4

PT RHS has guiding committee for occupational health and safety organization and personnel in charge on implementing the occupational health and safety program. Guiding Committee of Occupational Safety & Health Board has drafted an OHS working program and evaluates the implementation of OHS program in the field. In order to ensure that the OHS program has been implemented effectively, the board of Guiding Committee of Occupational Safety & Health performs a monthly meeting with workers. The interview result with Manpower and Transmigration Agency in Seruyan District revealed that the management unit has submitted the guiding committee for occupational health and safety's periodic report every 3 months. The guiding committee for occupational health and safety report covers the entire occupational health and safety activity within company's operation activity.

4.7.5

The company has an emergency response system, contained in document SOP of emergency response procedures - emergency response team (TPKD) Documents No. SOP 02 / EHS / (0) / 0409. There is also a flow chart of emergency handling in the SOP of emergency response procedures - emergency response team (TPKD).

Based on field visit, company has pointed the evacuation path and concentration point in order to smooth the evacuation process in emergency situation. The evacuation path is available in office and mill and has been completed with map and other *signboards*. At the time of the field visits it is known that in the mill, warehouse, workshop and division offices have supplied First Aid box which monitored regularly. As for the operational activities in the field, supervisors was carrying first aid kits during his work in the field, and mill was also equipped with first aid kits. Based on interview with supervisor, it is known that he understood the first aid mechanism in case of emergency

Based on the result of observation field on the activity of harvesting, spraying, manuring, maintenance of manual row and

the infrastructure at RHS-1 and RHS-2, the company has been preparing the facilities of first aid at work place (box and bag of first aid). Based on the examination result by the team of auditor at some locations, such as : daycare at RHS-1 and RHS-2, rinse house, storage place of personal protective equipment at RHS-1 estate and the bag of supervisor at work field, known that:

- There are some components of first aid box which have been expired. (As for the example : Rivanol, Povidon Iodine)
- The completeness for the content of first aid box still not yet accordance with the list that has been established (21 items)
- There's no information on the usage form during the using of the component.

Based on this matter, the company still can not yet shown the mechanism of controlling and monitoring of **the equipment for the first aid. Nonconformity No. 2016.4 with Minor category.**

4.7.6

The company has provided the employees with insurance to cover occupational accident in accordance with the provision set by the government (BPJS). Such insurance is named Workers Social Security Agency (Worker Social Security Agency for employment), which is routinely paid every month.

4.7.7

The company has been monitoring work accidents in 2016 until September and analyze the time lost due to accidents. Over the last 9 months there is an accident that left 19 days lost and the company has conducted an investigation of the accident. Monitoring of work accidents performed every month and reported to the relevant agencies in conjunction with regular reports of Guiding Committee of Occupational Safety & Health.

4.7.3 **Status: Nonconformity No. 2016.3 with Major category.**

4.7.5 **Status: Nonconformity No. 2016.4 with Minor category**

4.8

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

4.8.1

The company has had a training program for workers in the period of 2016. The employee training programs include fire extinguisher training, basic training of environment and OHS, SCCS Training, Best Agriculture Practices Training, First Aid training and Fertilization Training.

4.8.2

Records of the training activities followed by every employee are noted in the document of "record in the level of competence and training". Inside the document explaining the employee's name, the type of training (training, workshops / seminars), presenters and training dates. Based on interviews with workers, it is known that workers have been trained in accordance with the work being done. Contractors has been involved in several training such as OHS and emergency responses

Status: Full Comply

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.

5.1.1.

PT RHS has a document of Environmental Impact Assessment (EIA) with covered area of 13,800 Ha and mill Capacity 45 ton FFB/hours. Structure and content of those EIA documents have met the requirement and regulations and have been approved by the authorities. Those EIA documents provided evidence of public consultation processes with the interested parties to identify impacts and formulating necessary mitigation measures.

5.1.2 & 5.1.3

The Company has consistently doing the environmental management and monitoring as outlined in the Report of the

Environmental Management and Monitoring. This report is made every six months and reported to the Environment Bodies Seruyan and the Environment Bodies Kalimantan Tengah Province. In the report described realization of monitoring and management of the environment in accordance with environmental parameters in the Environmental Management Plan - Environmental Monitoring Plan and ordered by regulations. The results of a public consultation with the Environment Bodies Seruyan indicate that the company has made environmental management and there is no issue of pollution caused by the company's operational activities.

The Company has reviewed the environmental management and monitoring plan, period of 2016-2017. In addition, the company sends the report to Environmental Agency Seruyan dated on 24 March 2016 with letter number 01 / RHS / ADM / BM / II / 2016.

Status: Full Comply

5.2

The status of rare, threatened or endangered species and other 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 operations managed to best ensure that they are maintained and/or enhanced

5.2.1.

PT Rimba Harapan Sakti has had the outcome document of HCV identification that is HCV Assessment Report of The Wilmar Central Kalimantan Project, January 2009. Identification of HCV conducted by the Malaysian Environmental Consultants, Sdn Bhd. HCV Report Assessment in 2009 mentioned total identified HCV area in PT. RHS is 4,960. 57 Ha. In December 2013, internal sustainability of WILMAR creates a remeasuring of HCV area. From its measurement concludes that 148.84 Ha of HCV areas was cleared and already been planted. According to this, PT. RHS has made compensation through restoration mechanism by allocating an area that recommended for conservation and restored. Hence, total HCV area that endorsed by the management of PT. RHS is 5,395.58 Ha, as table below:

Table 1. HCV Area based on HCV Report MEC January 2009

HCV Area	Size (ha)
Planted or available for planting	7,235.79
HCV cleared and not recoverable	-
HCV not recommended for conservation	1,593.64
Other natural areas recommended for conservation	566.51
Disturbed HCV to be restored	-
Initial HCV Conserved	4,394.06
Total managed area (HGU)	13,790
Total area HCV	4,960.57

Table 2. Remeasuring of HCV Area by Sustainability Team of WILMAR, December 2013

Category	RHS 1	RHS 2	Total RHS
Other natural areas recommended for conservation	100.04	465.67	565.71
Disturbed HCV to be restored	8.01	25.73	33.74
Initial HCV Conserved	2,449.14	2,346.99	4,796.13
Total	108.05	2,838.39	5,395.58

5.2.2 and 5.2.4.

Identification results also explain that they found an endangered species according IUCN-Redlist such as honey bears, gibbons, orang utan, belangiran, meranti, ramin, etc.

The company has had a management plan and monitoring of HCV such as:

- ✓ Socialization HCV with local communities (Pondok Damar & Pematang Limau).
- ✓ Socialization HCV to employees and staff.
- ✓ Do maintenance of wildlife and orangutans poster which has been installed at strategic places.

- ✓ Implementation of SOP regarding the protection and actions of orang utans.
- ✓ Monitoring HCV every month to minimize degradation of the habitat from any external threat.
- ✓ Rapid wildlife survey is conducted every six months.
- ✓ Monitoring camera traps was conducted to be more accurate in determining the findings of wildlife.

5.2.3

The Company showed SOP Protection of RTE species among others:

- ✓ SOP Regarding the protection of orang utan and actions to orangutans found in the land use title with SOP number 60 / EHS / 0/0111.
- ✓ SOP Handling of wildlife on the location of new oil palm planting and immature with SOP document number 27 / EHS / 0/0409 valid on April 2009 approved by the General Manager.
- ✓ SOP Protection of wildlife with SOP document number 18 / HCV / 1/0615 valid since June 1, 2015 was approved by the General Manager.

Based on interviews with local communities (Pematang Limau Villages), known that, there is no incidents or conflicts with wildlife. Surrounding communities have known about the sanctions and restrictions on hunting, preservation and capture of protected animals and wildlife.

5.2.5.

Results of the verification documents, the results of field visits and interviews with villagers obtained information that there are no areas of HCV-related and affect the local community.

Status: Full Comply	
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5.3

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

5.3.1; 5.3.2

The results of the examination of documents the company has identified the sources of waste and pollution which explains the source / activity and types of waste / pollution generated (Hazardous Waste / Non Hazardous or GHG emissions). Based on the results of field visits and document verification of waste management conducted by the company, among others:

- The shell and fiber used as fuel for the boiler.
- Used oil is stored in the Hazardous Waste Warehouse to be sent to the licensed third party.
- Effluent is managed at the WWTP and then used on the plantation.
- Domestic waste is collected and disposed to the landfill regularly once a week
- Hazardous Waste is stored in the Licensed Hazardous Waste Temporary Warehouse to be sent to the licensed third party.

Based on field visit in Block 101 Division 1 (Landfill) and review document the company has been manage domestic waste. Waste separation is separated by type of wet waste and dry waste, waste transport conducted routinely, organic and inorganic waste separation adjusted to the appropriate tub and then put into a landfill and close periodically.

Status: Full Comply	
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5.4

Efficiency of fossil fuel use and the use of renewable energy is optimised.

5.4.1

Company has conducted efficiency efforts to reduce the utilization of diesel fuel, such as by utilizing shell and fiber as boiler fuel. With the utilization of renewable energy, company saved diesel utilization amount 583,329 Liter or 82.39 % in January – September 2016.

Status: Full Comply	
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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.

5.5.1 and 5.5.2

The Company has had policies and procedures for land preparation without burning outlined in procedure of land clearing / preparation of new land which outlined the land clearing process without burning. The results of verification of documents, there are several fires in the operational area of PT RHS. The area has been mapped, identified the source of the fire and reported to the relevant agencies.

Status: Full Comply

5.6

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

5.6.1; 5.6.2

To reduce pollution and emission the company has identified the sources of pollutions and emissions as described in the document of "sources identification of waste and pollution (FRM/01/SOP75/EHS/0/0414)". Efforts have been made by the management unit to reduce pollutions and emissions including the examination and maintenance of work tools regularly, utilizing solid waste (shell) as a boiler fuel, utilizing solid waste (EFB) as a raw material for composting and utilizing the effluent in the land. In addition, the company also identifying GHG sources which are accompanied by a plan to manage it.

The company has tested mill effluent quality and emission quality periodically. The result complied the quality threshold regulated by the government. According to the result of interview with staff environment & locals, there is no any contamination caused by effluent processing and mill activities.

According to the field observation, the POME ponds are in good condition, there is no leakage or overflow to drainage, riparian area or environment. The condition of inlet and outlet flow meter is good, and recording for effluent debit for land application was routinely conducted.

5.6.3

Verification of documents showed that PT RHS had done the calculations of GHG emission by using RSPO GHG Calculator version 2.1.1 6 and reported to the RSPO on 8 September, 2016, based on the calculation results obtained information that the value of GHG emissions is:

- a. Total emission for estate is (-) 18,376.96 tCO₂e.
- b. Total emission for mill is 44,027.69 tCO₂e.

Status: Full Comply

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.

6.1.1; 6.1.2

The management unit of PT Rimba Harapan Sakti has document of Social Impact Assessment. The assessment process was done on January 2014 by the team of by AFI ERFOLG – Bogor. The report contains a description socio economic impacts that are positive and negative from the activities of mill and estate of PT Rimba Harapan Sakti. During the Social Impact Assessment (2014), it appears that the assessment also includes stakeholders, community leaders figure, and related government agencies etc. through a public consultation which visible on participant attendance at SIA report.

6.1.3

Based on the SIA report and management plan period 2016 -2018, there are some positive and negative findings, those are:

Positive issue:

- Local people obtain employment opportunities
- Increase of local economic aspect
- Increased cooperation between government, the village community and companies.

Negative issue:

- Realization of scheme smallholders
- Land conflict, CSR Programed,
- River pollution etc.

6.1.4

The company has document of Social Management Plan period 2016 till 2018. These document contained information of activity plan for several aspect comprise of Education, Health, Religion, Sport, Environment and Social Culture. There was also related to Action Plan, Budget Estimation and responsibilities for implementation

6.1.5

The Certificate holder of RHS does not cooperate with any other associate smallholders,

Status: Full Comply

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.

6.2.1; 6.2.2

The company has Procedures of the Implementation Mechanism on Communication and Consultation With Community No. SOP 35 / PR / (0) / 0409, which contains about procedures among others:

1. Conduct an analysis of the proposal, comments, complaints or demands from the communities.
2. Set the company policies to be taken.
3. Coordinating with the communities.
4. Delivering / socialize the company policies to the public.
5. Performed analysis and made the conclusions of the discussion materials together with the community to the company management.
6. Performed socialization and certain steps to follow up the results of discussions with the communities.

During interview with Head Of Village Pematang Limau, Local Contractors and relevant institution, Stakeholders it is known that the company has performed the socialization about the mechanism of communication and consultations. Stakeholders have understood how to communicate and consult to the companies. Also, those parties are well known the person in charge to contact for communication. The Company has appointed the officers who are responsible for consulting and communicating with the public that is the manager of each unit. The officer appointed to conduct communication and consultation are included in the SOP of Appointment for Communications and Consultation Officer with the Community. SOP No. 44 / PR / 4/0614 on June 14, 2014 regarding to the appointment of the Consultation and Communication Officer with the Community

6.2.3

The Company has had a list of stakeholders (local communities and the parties affected or interested parties). The management unit also documented incoming mail from the parties and documented the response given. All incoming mail containing requests for assistance, and response from the management unit in the form of requested assistance further described in the criteria 6.11.1.

Status: Full Comply

6.3

There is a mutually agreed and documented system for dealing with complaints and grievances, which is

Implemented and accepted by all affected parties.
6.3.1

The management unit has SOP / 34 / PR // (1) / 0614 about the Procedures for Complaints Acceptance and Settlement of Dispute Especially Outside the Court and SOP of grievances and Employee complaints (SOP 42 / HRD / 0/0609), in addition, the management unit also had socialized the SOP and provide a suggestion box. Policy to protect a whistle blower and also the privacy of parties mentioned in Policy number 042. The management unit showed the socialization evidence of grievances procedure and employee complaints. Based on interview with manuring workers and sprayers it was clearly informed that complaints and grievances procedure is known by the workers

6.3.2

Based on stakeholder interview with Villagers, sample Workers and Local Contractors, mechanism of complaint and grievances it was clearly understood. Furthermore, those parties also comment that if any complaint nor grievances address to CH, the responses are in timely manner. For the last 12 months, there is no complaint have been addressed from villagers and local contractors. There is some complaints from employees such as about electricity in employee housing due to illegal cable connection on 16 January 2016 and domestic waste transportations on 13 February 2016

Status: Full Comply

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.

6.4.1; 6.4.2

Certificate holder has had a Standard Operating Procedure of Technical Guidelines for Land Acquisition (SOP 29 / BM / (0) 0409). This procedure is a technical guidelines in the organization of the company that are used to ensure that the decision, step or action is in the process of land acquisition and / or land release for oil palm plantation industry is done properly and correctly according to the provisions and the applicable legislation. In the procedure are also equipped with a process stage involving the village chief, Village Headman, Sub District Head and National Land Agency (BPN). In the other hands, Certificate holder has had a FPIC procedure SOP 30/BM/(0)/0409, dated 01 July 2010, describes that identification of participatory map related to legal ownership of communities are considering gender, community leader, local or transmigrate communities, ethnic groups or communal land ownership, etc.

6.4.3

All the documents of land compensation is kept by legal (Land) department and if there is any inquiry from affected parties or relevant parties, the document can be accessed through officer/management permission.

The process and outcome from any negotiated agreements and compensation claims are documented in the form of a recapitulation of Compensations. Results of verification, records of compensation in PT. RHS in the period of June 2009 – September 2016 are 8,664.48 Ha. Based on public consultation with Pematang Limau Villagers, obtained information if compensation process has involved land owner, affected parties and in accordance with principle of FPIC.

While the explanation of land tenure status before land rights is issued, is in the state land that has been free from the control of the population / community. Although at the time when the land surveying (cadastral), land agency has involved stakeholders including surrounding communities and there is no recognition of land ownership in the company area.

Status:

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.

6.5.1

The company applies the minimum wage by Central Kalimantan Governor's Decree No. 50 year 2015 on Minimum District and Sectoral Wages of Seruyan District year 2016 on November 2, 2015. The company reaffirmed the determination of

wages in the Inter Office Memo from General Manager No.008 / GM-CKP / IX / 2015 dated 23 November 2015 concerning Minimum Sectoral Wage of Seruyan District in 2016. The Company has also implemented rules regarding overtime in accordance with laws and regulations that apply to workers in the mill and estate.

Based on the list of employee wages and interviews with employees in mind that employees have earned wages in accordance with the provisions of the sectorial minimum wage of Seruyan District and get paid overtime in accordance with the applicable legislation.

6.5.2

The company owns the company regulations who describes about Recruitment, placement, transfer and promotion of workers, The rules of the company, Remuneration Social Security / workers welfare, holiday leave and permission to leave the job, Education and training of workers, work termination. Company Regulations have been approved by relevant institution in accordance with existing regulations and written in Bahasa. certificate holder's rule has been communicated to all employees which is prove by evidence from the results of interviews with POM workers who know about the provisions stipulated in the company regulations, that is one of them related to right of leave for workers.

Based on interviews with employees at RHS-1, RHS-2 and RHS-POM, it is known that employees have understood the associated company rules and agreements.

6.5.3

The certificate holder provides facility and infrastructure for personnel welfare, such as housing, polyclinic, clean water, sport yard, education facilities, worship venue, and access to electricity. Field observation at housing complex in RHS 1 Estate & RHS 2 Estate shows that the facilities and infrastructures are in good condition. Based on the interview with employees mentioned that the infrastructures provided by company has been adequate and feasible.

6.5.4

The company has been working to improve the access of workers to decent food, pretty, and at affordable prices, for example, the company supports the establishment of cooperative employees and facilities of the building to run the operations of cooperatives providing basic needs. Based on the results of field visits to housing and interviews with the wives of workers, it is known that the company allowed to open stall in the housing and allowed if there are outsiders who sell. It is recognized facilitate access of employees to meet their basic needs.

Status: Full Comply

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.

6.6.1

The company showed the Internal Memorandum No. 026 / WIP-HRD / INT-VIII / 2009 about the conditions of employment. In point 1 about the freedom of association stated that every employee is free to form and join worker unions and Labor unions in accordance with applicable regulations. Until the activities of ASA- 1 in PT RHS has not been formed Worker Unions, but the company is formed Bipartite Cooperation Institution as a forum for the settlement of the existing industrial relations and related to the compliance with the applicable regulations. The results of interviews with workers known that the worker has known about the policy on freedom of association and workers also have known about the function of the worker unions.

6.6.2

The meeting between Bipartite Cooperation Institution and company routinely or whenever if there is a problem that must be discussed. Last meeting conducted on 30 September 2016

Status: Full Comply

6.7

Children are not employed or exploited.

6.7.1

The company showed the Internal Memorandum No. 026 / WIP-HRD / INT-VIII / 2009 about the conditions of employment. In point 2 mention that the company upholds the legislation by not employing children under 18 years old. According to the interviews with employees and field visits which are supported with a document examinations of employee list, known that there are no employees who are under 18 years old. Interviews with employees is also known that they have already known about the minimum age for admission to be employment is 18 years old

Status: Full Comply

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.

6.8.1, 6.8.2 & 6.8.3

The Company has a policy of respect for human rights, human trafficking and forced labour set out in the policy of equal opportunities, endorsed by the Group Plantation Head in 2010. In the policy confirms that the company does not discriminate against gender, race or ethnicity, disability, orientation sex, age or creed but to develop a global workforce that has the ability based on objective assessment.

In addition, the company also has a corporate governance the period 2015 - 2017 which contains policies on the company's commitment to provide equal opportunities to every individual with respect and dignity, free from discrimination on gender, race, ethnicity, age, class, religion or belief.

The policy has been introduced to employees dated July 1, 2016. Based on interviews with employees not identified the existence of discrimination. Female employees have also been treated well by the company and no complaints related to discrimination. From an interview with the local community is also known that the company has provided employment opportunities.

Status: Full Comply

6.9

There is no harassment or abuse in the work place, and reproductive rights are protected.

6.9.1; 6.9.3

This company has a policy to prevent sexual harassment in the company regulations 2015 - 2017 and in 2007 the company's policy in HRD Internal Memo dated March 1, 2015. The socialization associated with sexual harassment such as sexual harassment complaints mechanism and the rights of women have been presented to employees on July 1 2016. The Company also has established a women's committee to address the issue of sexual harassment with the program for 2016 including the receipt of complaints, sexual harassment and refreshing socialization. There have been reports of sexual abuse dated January 16, 2016 which have been resolved by the committee of women.

Female employees are given a specific time to breastfeed by asking permission beforehand. The Company also provides day care facilities are displayed in the list of facilities and encountered during field observations.

6.9.2

The Company has Internal Memo of HRD for the Protection of Women's Reproductive Rights Employees who have been socialized to female employees, for example, on August 2, 2016. Based on interviews with female employees on spraying activities delivered that women employees are given the opportunity to rest during menstruation also for women who are pregnant are not allowed to work using pesticides.

Status: Full Comply

6.10

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

6.10.1; 6.10.2

Until this surveillance, PT RHS does not receives FFB from smallholders or third parties. All the FFB supplied from PT RHS and the other FFB source from PT. Sarana Titian Permata and PT. Kerry Sawit Indonesia (Wilmar Group plantations).

6.10.3

Meanwhile, the certificate holder has an agreement with other local business such as for mechanical work. Sample of contractual agreement is No.397/XI/RHS/CTC-IAP/15 dated 13 November 2015 between PT RHS and PT Indopalma Agro

6.10.4

According to interview with local contractor on 26 July 2016 it is known that during the cooperation no complaints were perceived by the contractor, they read the contract before it signed and save the copies of the contract so that the contractors is understood the contents of the agreements made, in addition to the payments made by the company are always on time according to the contract made

Status: Full Comply

6.11

Growers and millers contribute to local sustainable development wherever appropriate.

6.11.1

The company has devised a plan of CSR activities / CD PT RHS, Pematang Limau Village which consists of a field program, the type of activity (participatory or from the company), the background of the program, program planning, time and location of activities, cost plans, PIC, etc.

One form of partnership work done by departments Bina Mitra, CD PT RHS is the development and purchase of the rice crop types Gajah Mungkur of farmer groups Mitra Tani village Pematang Limau form of rice as much as 2 tons per month that are marketed to cooperative employees and employees of PT RHS and plantations in Central Kalimantan Wilmar, Central Kalimantan.

There are examples of the minutes dated August 19, 2016. Company documents show the realization of CSR program until September 2016, worth Rp.88.917.857 which covers: infrastructure, education, civic, religious, health, arts and culture and the productive economy.

Based on interviews with community leaders Pematang Limau village obtained information that villagers had felt the support CSR and Community Development of the company.

Company shows an example of the delivery documentation, job advertisements to the village of Pematang Limau.

6.11.2

Until the implementation of the annual assessment audits-1, it is known that there are farmers / partnership in PT RHS. Development of smallholder are still under discussion between the company and villagers and government officials.

There are examples of documentation of the minutes of administration bookkeeping training and technical cooperative financial statement dated October 3, 2016 in PT Mustika Sembuluh, which was attended by 40 participants representing the village around the company Central Kalimantan Project, Wilmar.

Until the implementation of the annual assessment of all known that is still unrealized smallholder partnership in PT RHS.

Status: Full Comply

6.12

No forms of forced or trafficked labour are used.

6.12.1, 6.12.2 & 6.12.3

The Company has a policy to respect human rights, no child labour and forced labour are determined by the Group and Group Head Plantation CSR Head. In the company's policy is also committed to creating a conducive working environment, freedom of assembly, and a commitment to open, transparent, honest and fair settlement of the conflict.

This type of work has been described in a letter of agreement of each worker. Based on the list of employees and interviews with employees and local communities are not identified foreign workers, migrants, forced labour or labour trafficking.

Status:

6.13

Growers and millers respect human rights

6.13.1

The Company has had a policy on respect for human rights per June 2014, related to key aspects: labor rights (freedom

of association, no forced labor, no child labor, decent work conditions); rights of surrounding communities and indigenous populations and respect for the rights of land ownership, policy human rights policy.

The company has been promoting policies, as shown by the news of the socialization of respect for human rights to employees of PT RHS POM dated June 6, 2016 was attended by 18 participants; Estate on 6 April 2016 PT RHS Sub Division 1A as many as 98 participants and on 1 September 2016 PT RHS 1 Division 2 was attended by 74 participants. Based on interviews with staff PGA PT RHS 1 is known that there have been human rights policy dissemination and ethics of work to the worker in Division 1A and 2A, only workers often do not pay attention.

Submission of company policies carried through socialization by PGA staff and also by the staff of each division's assistant during the morning assembly.

Based on field interviews and document review are no known cases of human rights violations by the company.

Status: Full Comply	
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PRINCIPLE #7 Responsible development of new plantings

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.

7.1.1; 7.1.2; 7.1.3

The process and outcome from any negotiated agreements and compensation claims are documented in the form of a recapitulation of Compensations. Results of verification, records of compensation in PT. RHS in the period of June 2009 – September 2016 are 8,664.48 Ha. Based on public consultation with Pematang Limau Villagers, obtained information if compensation proses has involved land owner, affected parties and in accordance with principle of FPIC. Environmental and social impact analysis for the entire area has been covered in the EIA document that has been owned by the company as described in Criterion 5.1 and 6.1.

Status: Full Comply	
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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.

7.2.1; 7.2.2

The company has conducted semi-detailed soil survey based on a survey of Param Agriculture June 2007, which describes the distribution maps of slope and type of soil in the operational area. Semi detailed soil survey indicated There are areas were classified as marginal land with soil type Sandy and the limitation factor are drainage. Moreover there is no peat area in PT RHS. Based on the identification result in the slope map of SRTM3 in 2012 known that the company area is located in the area with a slope of 0-12% with a flat classification so that the company does not perform specific management strategy in areas with a certain slope.

Status: Full Comply	
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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.

7.3.1; 7.3.2; 7.3.3

Certificate Holder PT. Rimba Harapan Sakti has commenced of land clearing started in 2009. A comprehensive HCV assessment has been conducted in June 2008 and HCV report finalised in January 2009. According to the Ministry of Forestry of Indonesia decree SK No. 529 Year 2012 related Forest Status in Central Kalimantan, landbank area of PT. RHS is located in Non-Designated Forest Use/Other Use Land (Area Penggunaan Lain). This indicates that no primary forest for PT. RHS.

HCV Report Assessment in 2009 mentioned total identified HCV area in PT. RHS is 4,960. 57 Ha. In December 2013,

internal sustainability of WILMAR creates a premeasuring of HCV area. From its measurement concludes that 148.84 Ha of HCV areas was cleared and already been planted. According to this, PT. RHS has made compensation through restoration mechanism by allocating an area that recommended for conservation and restored. Hence, total HCV area that endorsed by the management of PT. RHS is 5,395.58 Ha, as table below:

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Table 4. Premeasuring of HCV Area by Sustainability Team of WILMAR, December 2013

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Initial HCV Conserved	2,449.14	2,346.99	4,796.13
Total	108.05	2,838.39	5,395.58

WILMAR has submitted Disclosure of Liability report for PT. RHS to the RSPO on date of submission 31st July 2014, where the summary of raw liability covers 935 Ha with time clearance period November 2005 to 30 November 2007. Status of PT. RHS is Zero Liability, also the submission of Land Use Cover Change has sent to the RSPO through an email on 8th April 2015.

Time of clearance			
November 2005 to 30 November 2007	December 1, 2007-December 31, 2009	January 1, 2010 - May 9, 2014 (date of introduction of compensation mechanism)	Land clearing after May 9, 2014 (date of introduction of comp mechanism)
935.00	-		

Dates of land preparation and commencement has been recorded and mapped.

Year of LC	2009	2010	2011	2012	2013	Total
RHS-1 Estate	2,783.32	497.37	144.95	395.74	104.10	3,925.48
RHS-2 Estate	692.22	2,820.56	48.57	30.02	27.41	3,618.78
RHS Total	3,475.54	3,317.93	193.52	425.76	131.51	7,544.26

Estate	Tahun LC	Contract ID	Luas (Ha)
1	2009	P&C. 1608.02/RHS-957	2783.32
	2010	P dan C. 1608.02/RHS-04	497.37
	2011	C dan A. 1608.02/RHS-020	144.95
	2012	C dan A. 1608.02/2012/RHS1 - 008	395.74
	2013	C dan A. 1608.02/2013/RHS1-075	104.10
Total RHS1			3925.48
2	2009	P&C. 1608.02/RHS-957	692.72
	2010	P dan C. 1608.02/RHS-04	2820.56
	2011	C dan A. 1608.02/RHS-020	48.57
	2012	C dan A. 1608.02/2012/RHS2 - 009	30.02
	2013	C dan A. 1608.02/2013/RHS2-078	27.41
Total RHS2			3618.78
Total RHS			7544.26

7.3.4; 7.3.5

Management plan of the findings of the HCV assessment, please refer to Criteria 5.2 above.

Status: Full Comply

7.4

Extensive planting on steep terrain, and/or on marginal and fragile soils, is avoided.

7.4.1

Survey (M) Sdn. Bhd. Malaysia as set forth in the document Soils Of PT. RHS. Map shows that the type of soil in the garden area there are several types of soil, for example: Gong Chenak, Pukun, plugs, Miri, and Local Complex alluvium (See indicator The Minor 4.2.1). Nomenclature grade the land use Malaysian standards, but still include a full explanation of the characteristics of each class of the land. And that is classified as marginal land is sandy soil.

In addition to map the soil types, the company has a map of Land Used by the scale of 1: 65,000 made by MEC PT RHS MAP database known by the manager Estate dated October 4, 2016, HD 6285 Ref.No Map that describes: Estate Boundry, Border Block, Building & Compound, Effluent Pond, Mature and Immature, and Not plantable.

7.4.2

From the study of the document map soil types and land used no peat soil analysis to the working area in the PT RHS- and RHS-2.

Status: Full Comply

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.

7.5.1

The results of interviews with representatives of the community surrounding villages (Pematang Limau Village) noted that the company has performed socialization at the beginning of land clearing. Community representatives also explained that the process of land acquisition is done without coercion.

Status: Full Comply

7.6

Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.

7.6.1; 7.6.2; 7.6.3; 7.6.4; 7.6.5; 7.6.6

Certificate holder already has a Standard Operating Procedure of Technical Guidelines for Acquisition the Land / Land Acquisition (SOP 29 / BM / (0) 0409). This procedure is a technical guidelines in the organization of the company that are used to ensure that the decision, step or action is in the process of acquisition of land and / or releasing of land for oil palm plantation industry is done properly and correctly according to the provisions and the applicable legislation. In the procedure are also equipped with a process stage involving the village chief, Village Headman, Sub District Head and National Land Agency (BPN). In the other hands, Certificate holder has had a FPIC procedure SOP 30/BM/(0)/0409, dated 01 July 2010, describes that identification of participatory map related to legal ownership of communities are considering

gender, community leader, local or transmigrate communities, ethnic groups or communal land ownership, etc.

The process and outcome from any negotiated agreements and compensation claims are documented in the form of a recapitulation of Compensations. Results of verification, records of compensation in PT. RHS in the period of June 2009 – September 2016 are 8,664.48 Ha. Based on public consultation with Pematang Limau Villagers, obtained information if compensation proses has involved land owner, affected parties and in accordance with principle of FPIC.

While the explanation of land tenure status before land rights is issued, is in the state land that has been free from the control of the population / community. Although at the time when the land surveying (cadastral), land agency has involved stakeholders including surrounding communities and there is no recognition of land ownership in the company area.

Status: Full Comply

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.

7.7.1 7.7.2

The Company has had policies and procedures for land preparation without burning outlined in procedure of land clearing / preparation of new land which outlined the land clearing process without burning. The results of verification of documents, there are several fires in the operational area of PT RHS. The area has been mapped, identified the source of the fire and reported to the relevant agencies.

Status: Full Comply

7.8

New plantation developments are designed to minimise net greenhouse gas emissions.

7.8.1. & 7.8.2.

Based on the area statement map and field visit, the company did not produce High Carbon Stock (HCS) because for not clearing land or new development in January 2015.

The company has GHG calculation using Palm GHG Version 2.1.1 which has been reported on 8 September 2016 to devaladevi@rspo.org & javin.tan@rspo.org and has been received / repaid on 5 October 2016.

Status: Full Comply

PRINCIPLE #8 Commitment to continuous improvement in key areas of activity

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.

The certificate holder can show the continuous improvement in key operations, among other:

Conservation Aspect

- The company has been creates a remeasuring of HCV area

Social Aspect

- The company has had a Department of Community Partnership whose job is to manage communication and social programs with community / stakeholders.

Enviromental Aspect

- The company has had drone for mapping and monitoring land burning

Agronomy aspect

- Hoarding oil palm tree in lowland area to increase productivity

Status: Full Comply

3.2. Summary of Assessment Report of Supply Chain Requirement

Clause	(Module E) CPO Mills - Mass Balance Requirements																																	
E.1	Definition																																	
E.1.1																																		
Certification for CPO mills is necessary to verify the volumes of certified and uncertified FFB entering the mill and volume sales of RSPO certified producers. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own certified land base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.																																		
RHS POM applied supply chain model Mass Balance due to receiving FFB's from other sources plantation company with status of certificate on Re-Certification assessment have not yet issued. FFB's suppliers to RHS POM are:																																		
<table><tr><th>Company</th><th>Estates</th><th>RSPO certificate number</th><th>Validity</th><th>Status</th></tr><tr><td rowspan="2">PT. Rimba Harapan Sejati</td><td>RHS-1</td><td rowspan="2">MUTU-RSPO/083</td><td rowspan="2">8/12/2015 – 7/12/2020</td><td>Certified</td></tr><tr><td>RHS-2</td><td>Certified</td></tr><tr><td rowspan="3">PT. Sarana Titian Permata</td><td>STP-1</td><td rowspan="3">MUTU-RSPO/022</td><td rowspan="3">30/11/2012 – 29/11/2017</td><td>Certified</td></tr><tr><td>STP-2</td><td>Certified</td></tr><tr><td>STP-3</td><td>Certified</td></tr><tr><td rowspan="3">PT. Kerry Sawit Indonesia</td><td>KSY-1</td><td rowspan="3">824 502 14013</td><td rowspan="3">18/06/2011 – 17/06/2016</td><td>Non-Certified</td></tr><tr><td>KSY-2</td><td>Non-Certified</td></tr><tr><td>KSY-3</td><td>Non-Certified</td></tr></table>					Company	Estates	RSPO certificate number	Validity	Status	PT. Rimba Harapan Sejati	RHS-1	MUTU-RSPO/083	8/12/2015 – 7/12/2020	Certified	RHS-2	Certified	PT. Sarana Titian Permata	STP-1	MUTU-RSPO/022	30/11/2012 – 29/11/2017	Certified	STP-2	Certified	STP-3	Certified	PT. Kerry Sawit Indonesia	KSY-1	824 502 14013	18/06/2011 – 17/06/2016	Non-Certified	KSY-2	Non-Certified	KSY-3	Non-Certified
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	KSY-2			Non-Certified																														
	KSY-3			Non-Certified																														
There is no FFB's supplier from outsiders or smallholders entering the RHS POM.																																		
	Status: COMPLY as required																																	
E.2	Explanation																																	
E.2.1																																		
The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the 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 should then be recorded in each subsequent annual surveillance report.																																		
The estimated tonnage of CPO and PK certified products that produced by RHS POM is attached in the Assessment Report and Certificate Annexes.																																		
Annex 1 Certificate RSPO RHS POM period 8 December 2015 – 7 December 2016: CSPO: 20,524 MT. CSPK: 3,455 MT.																																		
While, the actual certified production of RHS POM period 8 December 2015 – 8 October 2016: CSPO: 26,338.90 MT. CSPK: 4,948.44 MT.																																		
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Status: COMPLY as required																																																																													
E.2.2																																																																													
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).																																																																													
RHS POM has been submitted in the RSPO e-Trace system with details: Member ID: RSPO_PO1000003486. License ID: CB34490.																																																																													
Status: COMPLY as required																																																																													
E.3	Documented procedures																																																																												
E.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 name 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 procedures for the implementation of this standard.																																																																													
RHS POM has had written procedures/work instructions to ensure the implementation of supply chain requirements.																																																																													
Working Instruction for FFB Receiving (RHS-POM-IK-ADM-4304B-PR, Rev. 0, 1 st May 2016) and Working Instruction of Supply Chain Mass Balance (RHS-POM-IK-ADM-4304B-PR, Rev. 0, 1 st May 2016).																																																																													
Within the documents it was clearly explained the responsible persons to ensure the Supply Chain implementations at Mill.																																																																													
Status: COMPLY as required																																																																													
E.3.2																																																																													
The site shall have documented procedures for receiving and processing certified and non-certified FFBs.																																																																													
Documented procedures regarding FFB receiving from its sources is refer to Working Instruction for FFB Receiving (RHS-POM-IK-ADM-4304B-PR, Rev. 0, 1 st May 2016) and Working Instruction of Supply Chain Mass Balance (RHS-POM-IK-ADM-4304B-PR, Rev. 0, 1 st May 2016).																																																																													
While, the FFB processing is refer to the owned Mill Processing of Rimba Harapan Sakti POM. Due to RHS POM applied Mass Balance supply chain model, then the FFB processing are still mixed between Certified and Non-Certified FFB's.																																																																													
Status: COMPLY as required																																																																													
E.4	Purchasing and goods in																																																																												
E.4.1																																																																													
The site shall verify and document the volumes of certified and non-certified FFBs received.																																																																													
RHS POM has verified and recorded the volumes of certified and non-certified FFB's received by using their own data sheet format. Data input was applied by Logistic section based on Weighbridge System record. The entire data are recorded in the report of Daily CPO/PK Production Record Rimba Harapan Sakti POM, such as:																																																																													
<table border="1"> <thead> <tr> <th rowspan="3">MONTH</th> <th rowspan="3">DATE</th> <th colspan="10">FFB RECEIVED</th> <th colspan="6">FFB RECEIVED</th> <th colspan="2">TOTAL FFB RECEIVED</th> </tr> <tr> <th colspan="10">RSPO</th> <th colspan="6">Non RSPO</th> <th colspan="2"></th> </tr> <tr> <th>RHS 1 (MT)</th> <th>RHS 2 (KGS)</th> <th>STP 1 (KGS)</th> <th>STP 2 (KGS)</th> <th>STP 3 (KGS)</th> <th>KSY 2 (KGS)</th> <th>KSY 3 (KGS)</th> <th>Today (KGS)</th> <th>Todate (KGS)</th> <th>Today (KGS)</th> <th>Todate (KGS)</th> <th>KSY 2 (KGS)</th> <th>KSY 3 (KGS)</th> <th>Today (KGS)</th> <th>Todate (KGS)</th> <th>Today (KGS)</th> <th>Todate (KGS)</th> </tr> </thead> <tbody> <tr> <td>October</td> <td>1</td> <td>161,360.00</td> <td>156,300.00</td> <td></td> <td>47,330.00</td> <td>59,880.00</td> <td></td> <td></td> <td>424,870.00</td> <td>100,223,080.00</td> <td>100.00</td> <td>99.60</td> <td></td> <td></td> <td>-</td> <td>399,770.00</td> <td>-</td> <td>0.40</td> <td>424,870.00</td> <td>100,622,850.00</td> </tr> </tbody> </table>		MONTH	DATE	FFB RECEIVED										FFB RECEIVED						TOTAL FFB RECEIVED		RSPO										Non RSPO								RHS 1 (MT)	RHS 2 (KGS)	STP 1 (KGS)	STP 2 (KGS)	STP 3 (KGS)	KSY 2 (KGS)	KSY 3 (KGS)	Today (KGS)	Todate (KGS)	Today (KGS)	Todate (KGS)	KSY 2 (KGS)	KSY 3 (KGS)	Today (KGS)	Todate (KGS)	Today (KGS)	Todate (KGS)	October	1	161,360.00	156,300.00		47,330.00	59,880.00			424,870.00	100,223,080.00	100.00	99.60			-	399,770.00	-	0.40	424,870.00	100,622,850.00
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Status: COMPLY as required																																																																													

E.4.2

The site shall inform the CB immediately if there is a projected overproduction of certified tonnage.

The estimated tonnage of CPO and PK certified products that produced by RHS POM is attached in the Assessment Report and Certificate Annexes.

Annex 1 Certificate RSPO RHS POM period 8 December 2015 – 7 December 2016:

CSPO: 20,524 MT.

CSPK: 3,455 MT.

While, the actual certified production of RHS POM period 8 December 2015 – 8 October 2016:

CSPO: 26,338.90 MT.

CSPK: 4,948.44 MT.

Based on RSPO eTrace system, it is recorded that volume and remaining stock of certified product for RHS POM:

Product	License	Sold	Remaining Stock
CSPO	20,524	18,893.84	1,630.16
CSPK	3,455	2,892.16	562.84

Status:

E.5

Record keeping

E.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 volumes of palm oil and palm kernel oil that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO.
- The site can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three months. However, a site is allowed to sell short.(ie product can be sold before it is in stock.)

a. RHS POM has recorded and create data verification of FFB's receiving, processed and production of CPO, PK as well as deliveries of certified product within the report of Daily CPO/PK Production Record Rimba Harapan Sakti POM. This report also informed the actual volume stock of CSPO and CSPK at each storage tank.

b. Material accounting system of certified product volume has using conversion ratios stated by RSPO, RHS POM using proportion rates for Mass Balance input.

c. Record of deliveries/selling on certified product as follows:

Shipping Announcement Data from eTrace

Shipping Date	Transaction ID	Seller	Buyer	Product	Volume (MT)
20-Mei-16	TR-c2a3ffcb-fbfd	PT. Rimba Harapan Sakti	PT. Wilmar Nabati Indonesia, Sampit	CPO	571.45
20-Mei-16	TR-5106fa41-d802	PT. Rimba Harapan Sakti	PT. Wilmar Nabati Indonesia, Sampit	CPO	2,184.09
20-Mei-16	TR-2c0dbac7-4536	PT. Rimba Harapan Sakti	PT. Wilmar Nabati Indonesia, Sampit	CPO	2,951.51
20-Mei-16	TR-e0a7a31c-3dd4	PT. Rimba Harapan Sakti	PT. Wilmar Nabati Indonesia, Sampit	CPO	2,718.24
20-Mei-16	TR-00092d0a-3814	PT. Rimba Harapan Sakti	PT. Sinar Alam Permai, Kumai	CPO	1,367.65
20-Mei-16	TR-1f1313e4-9995	PT. Rimba Harapan Sakti	PT. Sinar Alam Permai, Kumai	CPO	456.09
31-Mei-16	TR-75c91742-49b8	PT. Rimba Harapan Sakti	PT. Wilmar Nabati Indonesia, Sampit	CPO	2,052.19
30-Jun-16	TR-58553943-c3a3	PT. Rimba Harapan Sakti	PT. Wilmar Nabati Indonesia, Sampit	CPO	2,217.20
30-Jun-16	TR-dac3acd9-ebb0	PT. Rimba Harapan Sakti	PT. Sinar Alam Permai, Kumai	CPO	75.65
31-Jul-16	TR-736f5cba-da3e	PT. Rimba Harapan Sakti	PT. Wilmar Nabati Indonesia, Sampit	CPO	893.87
31-Agust-16	TR-0d175104-c207	PT. Rimba Harapan Sakti	PT. Wilmar Nabati Indonesia, Sampit	CPO	1,146.86
30-Sep-16	TR-472cd4b2-39ce	PT. Rimba Harapan Sakti	PT. Wilmar Nabati Indonesia, Sampit	CPO	2,259.04

Total
CPO 18,893.84
PK -

Shipping Announcement Data from eTrace

Shipping Date	Transaction ID	Seller	Buyer	Product	Volume (MT)
20-Mei-16	TR-01518dac-888a	PT. Rimba Harapan Sakti	PT. Wilmar Nabati Indonesia, Sampit	PK	163.91
20-Mei-16	TR-078af18a-12a6	PT. Rimba Harapan Sakti	PT. Wilmar Nabati Indonesia, Sampit	PK	728.65
20-Mei-16	TR-4a9d2c1f-1872	PT. Rimba Harapan Sakti	PT. Wilmar Nabati Indonesia, Sampit	PK	533.48
31-Mei-16	TR-23774fea-317a	PT. Rimba Harapan Sakti	PT. Wilmar Nabati Indonesia, Sampit	PK	330.54
30-Jun-16	TR-bc21ef34-a472	PT. Rimba Harapan Sakti	PT. Wilmar Nabati Indonesia, Sampit	PK	399.73
31-Jul-16	TR-fff9b628-3064	PT. Rimba Harapan Sakti	PT. Wilmar Nabati Indonesia, Sampit	PK	164.09
31-Agust-16	TR-e4cc2710-6516	PT. Rimba Harapan Sakti	PT. Wilmar Nabati Indonesia, Sampit	PK	138.51
30-Sep-16	TR-549b5426-5627	PT. Rimba Harapan Sakti	PT. Wilmar Nabati Indonesia, Sampit	PK	433.25

Total
CPO -
PK 2,892.16

Status: COMPLY as required

E.5.2

In cases where a mill outsources activities to an independent (not owned by the same organization) palm kernel crush, the crush still falls under the responsibility of the mill and does not need to be separately certified. The mill has to ensure that the crush is covered through a signed and enforceable agreement.

All the Palm Kernel that produced from RHS POM are delivered to Bagendang Bulking Station, located in Seruyan Regency. There is no installation of Kernel Crushing Plant (KCP) in WILMAR Group Central Kalimantan Project.

Status: COMPLY as required

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-1	PT RHS has logo and certificate approval/permit from MUTU,	√
	Status: Comply	
2.	Implementation of certificate and logo used by Client comply with size and type (shape) against Guideline of Logo Use	X or√
ASA-1	The Company does not use the logo on-product and off-product in the scope of PT RHS	√
	Status: Comply	
3.	Implementation of Certificate and Logo is not used on product	X or√
ASA-1	The Company does not use the logo on-product and off-product in the scope of PT RHS	√
	Status: Comply	
4.	Controlling of Certificate and Logo, including withdrawing inappropriate logo.	X or√
ASA-1	The Company does not use the logo on-product and off-product in the scope of PT RHS	√
	Status: Comply	

3.4. Summary of RSPO Partial Certification.

Management unit(s) observed: Sample taken for uncertified units based on Self Assessment Report made by WILMAR, February 2016.

1. **ANI Pahuman POM - PT. Agronusa Investama Pahauman**, Sub-district of Tengah Temilah, Landak Regency, Province of Kalimantan Barat. Estates: PT. ANI Pahauman (3,637.24 Ha).
2. **APS POM - PT. Agro Palindo Sakti**, Sub-district of Tayan Hulu, Sanggau Regency, Province of Kalimantan Barat.

2.1	There is compliance with all applicable local, national and ratified international laws and regulations.	X or√
	<p>1. ANI Pahuman POM - PT. Agronusa Investama Pahauman, Sub-district of Tengah Temilah, Landak Regency, Province of Kalimantan Barat.</p> <p>SOP 002/WIP-KB/(1)/0911, dated 1 September 2011: Identification of Legislation and Implementation Mechanisms Evaluation Eligibility Applicable Laws and Related.</p> <p>Findings:</p> <ul style="list-style-type: none"> * Have no obtained Land Use Right (HGU). * Have no licenses for welder. * Not all operator heavy equipment has licenses. * Law Register not updated. <p>2. APS POM - PT. Agro Palindo Sakti, Sub-district of Tayan Hulu, Sanggau Regency, Province of Kalimantan Barat.</p> <p>SOP 002/WIP-KB/(1)/0911, dated 1 September 2011: Identification of Legislation and Implementation Mechanisms Evaluation Eligibility Applicable Laws and Related.</p> <p>Findings:</p> <ul style="list-style-type: none"> * Have no obtained Land Use Right (HGU). * Have no licenses for welder. * Not all operator heavy equipment has licenses. * Law Register not updated 	√
	Status: Comply	
2.2	The right to use the land can be demonstrated, and is not legitimately contested by local communities with demonstrable rights.	X or√
	<p>1. ANI Pahuman POM - PT. Agronusa Investama Pahauman, Sub-district of Tengah Temilah, Landak Regency, Province of Kalimantan Barat.</p> <ul style="list-style-type: none"> • Permit Area I : Landak Regent Decree No. 117 on 2005 dated October,18 2005 on Permitting Location Oil Palm Plantation of ± 15,000 Ha. PT. Agronusa Investama Pahauman di Landak Regent, West Kalimantan Province extended Landak Regent Decree No. 595.1/21/HK-2009 dated February 11, 2009, on Permitting Location Oil Palm Plantation of ± 5,246 Ha PT. Agronusa Investama Pahauman di Landak Regent, West Kalimantan Province. • Permit Area II: Landak Regent Decree No. 595.1 / 14 / HK-2008 dated January 8, 2008 on Permitting Location Oil Palm Plantation of ± 1.200 Ha by PT. Agronusa Investama Pahauman in Porcupine District, West Kalimantan Province. • Permit the Landak Regent No. 525 / 122.b / HK-2009 dated July 1, 2009 on Plantation Business Permit (<i>IUP</i>) late. PT. Agronusa Investama Pahauman with area 5,246 ha. 	√

	<ul style="list-style-type: none"> Minister of Environment Decree No. 67 of 2009 dated March 3, 2009 regarding the approval of the Environment Audit Document. Do not have a concession. <p>2. APS POM - PT. Agro Palindo Sakti, Sub-district of Tayan Hulu, Sanggau Regency, Province of Kalimantan Barat.</p> <ul style="list-style-type: none"> Location Permit No. 61 of 2005 dated April 7, 2005 covering an area of 12,000 Ha. Location Permit Revision No. 46 of 2006 dated March 14, 2006 covering an area of 12,500 Ha Location Permit Extension No. 269 of 2009 dated June 30, 2009 covering an area of 12.440 ha. Plantation Business Permit (<i>IUP</i>) No. 37 of 2005 dated March 10, 2005 covering an area of 12,500 Ha. Revision of Plantation Business License No. 372 of 2008 dated December 19, 2008 covering an area of 12,500 Ha. Approval of the EIA document by <i>BAPEDALDA</i> West Kalimantan Province No. 660.1 / 887 / <i>BAPEDALDA-A</i> dated June 10, 2008. Do not have a concession. 	
	Status: Comply	
6.3	There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all parties.	X or√
	<p>1. ANI Pahuman POM - PT. Agronusa Investama Pahauman, Sub-district of Tengah Temilah, Landak Regency, Province of Kalimantan Barat.</p> <p>Documented System:</p> <ul style="list-style-type: none"> * SOP 005 / WIP-KB / (0) / 0610 Procedures Implementation Mechanism of Communications and Public Consultation with local communities from the date June 2010. * SOP 004 / WIP-KB / (0) / 0610 Procedures for Acceptance of Complaints and Dispute Settlement Dispute Out of Court Particularly effective from the date June 2010. * SOP 003 / WIP-KB / (0) / 0610 Appointment Consultations and Communications Officer with local communities from the date JUNE Society, 2010. <p>2. APS POM - PT. Agro Palindo Sakti, Sub-district of Tayan Hulu, Sanggau Regency, Province of Kalimantan Barat.</p> <p>Documented System:</p> <ul style="list-style-type: none"> * SOP 005 / WIP-KB / (0) / 0610 Procedures Implementation Mechanism of Communications and Public Consultation with local communities from the date JUNE 2010. * SOP 004 / WIP-KB / (0) / 0610 Procedures for Acceptance of Complaints and Dispute Settlement Dispute Out of Court Particularly effective from the date June 2010. * SOP 003 / WIP-KB / (0) / 0610 Appointment Consultations and Communications Officer with local communities from the date JUNE Society, 2010. 	√
	Status: Comply	
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.	X or√
	<p>1. ANI Pahuman POM - PT. Agronusa Investama Pahauman, Sub-district of Tengah Temilah, Landak Regency, Province of Kalimantan Barat.</p> <p>Documented Procedure:</p>	√

	<ul style="list-style-type: none"> * SOP 001 / WIP-KB / (0) / 0610 Technical Guidelines for Land Acquisition / Acquisition of Land force on June 2010. * List Summary of Compensation for Land: 42 parcels (499.85 Ha), last updated 1 October 2007. <p>2. APS POM - PT. Agro Palindo Sakti, Sub-district of Tayan Hulu, Sanggau Regency, Province of Kalimantan Barat.</p> <p>Documented Procedure:</p> <ul style="list-style-type: none"> * SOP 001/WIP-KB/(0)/0610 Technical Guidelines for Land Acquisition / Acquisition of Land force on June 2010. * List Summary of Compensation for Land: 59 plots of land (83.43 hectares), last updated 1 December 2009. 	
	Status: Comply	
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.	X or√
	<p>1. ANI Pahuman POM - PT. Agronusa Investama Pahauman, Sub-district of Tengah Temilah, Landak Regency, Province of Kalimantan Barat.</p> <p>Support Document:</p> <ul style="list-style-type: none"> * HCV Identification by Malaysia Environmental Consultant (MEC). * Final Report of Re-Assessment for HCV and SIA by ReMark Asia, September 2014. * Land Use Change Map November 2005 – October 2009. Source: Landuse Inventory, April 2014; Landsat 7 ETM October 2005, Nov 2005, April 2006, June 2007, Nov 2007, September 2008, October 2009 & Aerial Photo July 2008. <p>2. APS POM - PT. Agro Palindo Sakti, Sub-district of Tayan Hulu, Sanggau Regency, Province of Kalimantan Barat.</p> <p>Support Document:</p> <ul style="list-style-type: none"> * Final Report HCV Identification and Management by Daemeter, July 2009. * Land Use Change Map November 2005 – October 2009. Source: Landuse Inventory, April 2014; Landsat 7 ETM October 2005, Nov 2005, April 2006, June 2007, Nov 2007, September 2008, October 2009 & Aerial Photo July 2008. 	√
	Status: Comply	
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√
	<p>1. ANI Pahuman POM - PT. Agronusa Investama Pahauman, Sub-district of Tengah Temilah, Landak Regency, Province of Kalimantan Barat.</p> <p>2. APS POM - PT. Agro Palindo Sakti, Sub-district of Tayan Hulu, Sanggau Regency, Province of Kalimantan Barat.</p> <ul style="list-style-type: none"> * Support Document: EIA : Sanggau District Decree No. 393 of 2007 on 16 November 2007 on Environmental Feasibility Activities plantation and palm oil mill by PT. Agro Palindo Sakti. 	√
	Status: Comply	
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√

	<ol style="list-style-type: none"> 1. ANI Pahuman POM - PT. Agronusa Investama Pahauman, Sub-district of Tengah Temilah, Landak Regency, Province of Kalimantan Barat. 2. APS POM - PT. Agro Palindo Sakti, Sub-district of Tayan Hulu, Sanggau Regency, Province of Kalimantan Barat. <p>Support Document:</p> <ul style="list-style-type: none"> * Final Report HCV Identification and Management by Daemeter, July 2009. * No customary rights/land were identified within plantation area. * Participatory with local communities during HCV Identification Assessment. 	√
	Status: Comply	

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

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

No.	Ref Std/ Indicator	Non-conformance	Area	Time Limit	Request for Corrective Action	Observation and Date	Status	Closing Date
2015.01	Minor 1.3.1	<p>Growers and millers commit to ethical conduct in all business operations and transactions.</p> <p>The company not yet sighted an evidence of witten policy related commitment to ethical conduct in all business operations and transactions</p>	Kebun & Pabrik	Surveil- lance 1	<p>The company shall shows an evidence of witten policy related commitment to ethical conduct in all business operations and transactions was documented and socialization to all workers level.</p> <p>.</p>	<p>Root of the problem: Not yet available written policy related commitment to ethical conduct in all business operations and transactions issue by Head Ofiice</p> <p>Corrective Action: The company has had a company policy on corporate codes of conduct no document 003 / DIR-KP / IV / 2016 dated April 20, 2016, revision 1, which already includes the fair conduct of business, prohibition of corruption, bribery, fraud in the use of funds and natural resources, as well as information disclosure. That's policy has benn communicated to all employees and third parties.</p> <p>Preventive Action: Will issue written policy related commitment to ethical conduct in</p>	Closed	13 October 2016

No.	Ref Std/ Indicator	Non-conformance	Area	Time Limit	Request for Corrective Action	Observation and Date	Status	Closing Date
						<p>all business operations and transactions issue by Head Office</p> <p>Auditor observation: The company has had a company policy on corporate codes of conduct. Based on interview with employees, villagers and local stakeholders obtained information that's policy has been socialized.</p> <p>Auditor Conclusion: Based on the corrective evidence which has been verifications during ASA-1, the team of auditor declared that the non conformity for this indicator is closed</p>		
2015.04	Minor 5.3.1	<p>Hazardous Waste Management Plan. Based on the field observation in hazardous Waste Temporary Warehouse of PT RHS, there are not symbols of hazardous waste in accordance with applicable regulation (Regulation of Environment Ministry No. 14 year 2013 on Hazardous Waste Symbols and Labels).</p>	PT RHS	Surveillance 1	The company must be able to demonstrate evidence that hazardous waste symbols in the temporary warehouse have been installed in accordance with applicable regulation.	<p>Root of the problem: Dissemination about hazardous waste symbols and labels have never been carried out.</p> <p>Corrective action: Installing hazardous waste symbols and labels according to the characteristic of the waste.</p> <p>Preventive action: EHS checks to ensure the symbols and labels have been installed in the warehouse and at the time of the delivery of hazardous waste to</p>	Closed	13 October 2016

No.	Ref Std/ Indicator	Non-conformance	Area	Time Limit	Request for Corrective Action	Observation and Date	Status	Closing Date
						<p>the 3rd party.</p> <p>Auditor observation: Based on field observation in hazardous Waste Temporary Warehouse of PT RHS its known hazardous symbol already installed</p> <p>Auditor Conclusion: Based on the corrective evidence which has been verifications during ASA-1, the team of auditor declared that the non conformity for this indicator is closed.</p>		
2015.05	Minor 6.1.1	<p>Records of social impact management and monitoring plan with public participation on a regular basis.</p> <p>The unit management has demonstrated Questionnaire Form on Perception Attitude, Unrest and Quality of Public Health but has not yet demonstrated evidence in the form of the result of monitoring implementation according to existing questionnaires.</p>	PT RHS	Surveillance 1	The unit management must be able to demonstrate evidence in the form of results of monitoring implementation according to existing management.	<p>Root of the problem: Reporting of environmental impact monitoring period of semester I 2015 is still in the progress of preparation so the result of the questionnaires cannot be analyzed yet.</p> <p>Corrective action: Making the report of the monitoring of perception and public unrest as well as the quality of public health based on the questionnaires prepared.</p> <p>Preventive action: Reporting of RKL-RPL has been</p>	Closed	13 October 2016

No.	Ref Std/ Indicator	Non-conformance	Area	Time Limit	Request for Corrective Action	Observation and Date	Status	Closing Date
						<p><i>available and based on public participation.</i></p> <p>Auditor observation: The company has document of Social Management Plan period 2016 till 2018. These document contained information of activity plan for several aspect comprise of Education, Health, Religion, Sport, Environment and Social Culture. There was also related to Action Plan, Budget Estimation and responsibilities for implementation</p> <p>Auditor Conclusion: Based on the corrective evidence which has been verifications during ASA-1, the team of auditor declared that the non conformity for this indicator is closed.</p>		

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

NCR No.	: 2016.01	Issued by	: Rudi Ramdani
Date Issued	: October, 14th 2016	Time Limit	: Next Surveillance
NC Grade	: Minor	Closing Date	: December, 9th 2016
Standard Ref. & Requirement	1.1.1. There must be an available evidence that the planters and the businessmen of palm oil mill have been provided the adequate information regarding to the issues (environmental, social, and/or legal) which is relevant due to the criteria of RSPO to all stakeholders for the creation of effective participation in the decision making process.		
Non-Conformance Description& Evidence observed: <i>The Periodic Report</i> Based on the document study and the interview with the management party, it's obtained the information that the company has owned Bipartite Cooperation Institution at each estate and has been done the periodically meeting. However, the result of interview with stakeholder (labour agency, transmigration, and tourism of Seruyan District) and based on the verification of document, it's obtained the information that the company still not yet providing the information due to the activity of Bipartite Cooperation Institution periodically.			
Root Cause Analysis <i>(completed by the organization that to be audited):</i> The monitoring of delivery report of the Bipartite Cooperation Institution's result activity is not yet done every six months (January to June and July to December) to the Labour Agency due to the lack of socialization of enviromental minister regulation No. 32 in 2008, either from the related agency nor human resource department of the company in regard to the reporting of Bipartite Cooperation Institution activity, so the mandatory report in the regulation is unmonitored.			
Corrective Action <i>(completed by the organization that to be audited) :</i> <ul style="list-style-type: none">- The Human Resource Department of Representative Office is issuing the IOM to PGA in order to create the activity report of Bipratite Cooperation Institution periodically (every six months).- PGA of Rimba Harapan Sakti are reporting the activity of Bipartite Cooperation Institution on the first semester of January to June 2016 to the Labour Agency of Seruyan.			
Preventive Action <i>(completed by the organization that to be audited):</i> Preventive Measures that must be done by the company, such as: <ol style="list-style-type: none">1. The availability of IOM in regard to the reporting of Bipartite Cooperation Institution which is explaining that every six months, the activity of it has been reported to the Labour Agency and Transmigration by the PIC namely HRD and PGA.2. The obligation of reporting of Bipartite Cooperation Institution of PT Rimba Harapan Sakti has been included into the list of monitoring report to the agency (PT RHS-2016), so it will be followed up in every semester from the Sustainability Department due to the reporting in order to keep it done routinely in accordance with the determined schedule for every six months (enclosed).			
Assessor Evaluation and Conclusion <i>(completed by the auditor):</i> The certificate holder has been shown the corrective evidence, in the form of: <ul style="list-style-type: none">- Inter office memo from Senior HRR Manager in September, 1st 2016 in regard to the reporting of Bipartite Cooperation Institution which is explaining that by periodically in six months, the activity of Bipartite Cooperation Institution has been reported to the Labour Agency and Transmigration.- The receipt of reporting document of Bipartite Cooperation Institution's activity of PT RHS which is addressed to the office of labour, transmigration, and tourism agency of Seruyan District in October, 26th 2016. Based on the corrective evidence which has been sent, so the team of auditor declared that the non conformity for this indicator is closed with observation.			

Verified by	: Moh. Arif Yusni
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NCR No.	: 2016.02	Issued by	: Afiffuddin
Date Issued	: October, 14th 2016	Time Limit	: December, 13th 2016 (60 days)
NC Grade	: Major	Closing Date	: December, 9th 2016
Standard Ref. & Requirement	RSPO 4.6.11 Specific annual medical supervision for the operator of pesticide, and the action must be documented in order to addressing the health condition, must be able to be shown.		

Non-Conformance Description& Evidence observed:
Special Medical Examination

The company has been shown the result of special medical examination in August 2015 and the planning for it has been planned in November 2016. However, the company still can not yet shown the justification and the basic planning program for special medical examination.

Root Cause Analysis *(completed by the organization that to be audited):*

- Monitoring stock of reagent (mix material for blood quality examination) for the examination of CHE is not going well.
- Justification of mandatory schedule of special medical check up based on the reference of environmental minister regulation No. 02 in 1980 which is mentioned in standard operational of procedure of periodical medical check up (07/EHS/(1)/0410).

Corrective Action *(completed by the organization that to be audited):*

- Do the evaluation for the procurement of reagent and preparing for the minimum stock of reagent to keep the availability of it.
- Do the special examination due to the worker of pesticide.
- Do the revision of SOP of MCU based on the reference of environmental minister regulation No. 03 in 1986.

Preventive Action *(completed by the organization that to be audited):*

- There is a medical check up programme for the worker of pesticide in accordance with the standard operational of procedure of medical check up which has been revised.
- There's a result of medical check up for the worker of pesticide for the period of 2016.

Assessor Evaluation and Conclusion *(completed by the auditor):*

The certificate holder can be shown the corrective evidence, in the form of:

- The revised procedure of special and periodic medical examination (SOP 07/EHS(2)/1116, second revision in December, 5th 2016). Based on the procedure, it's explained that the special examination for the employee who manage the pesticide, must be done at least once in six months.
- Minutes of reagent procurement evaluation (mix material for the blood quality examination) in December, 7th 2016 due to the change of medical examination activity which is more than once in a year to be twice in a year, in accordance with the standard operational of procedure of periodic and special medical examination.
- Do the identification of workers who work with pesticide for 70 employees at RHS 1 and 77 employees at RHS 2.
- Minutes of special medical examination (cholinesterase) for the worker in November 14th-16th 2016 for the manuring worker, spraying, and poison mixing at RHS 1 estate and in November, 16th 2016 for the manuring worker, spraying, and poison mixing at RHS 2 estate. Based on the result of medical examination, it's known that all employees who were attended the medical check up of cholinesterase have been declared as within normal limit condition.
- The programme of medical examination in 2017, where the special examination of CHE will be scheduled on May and November of 2017.

Based on the corrective evidence which has been sent, so the team of auditor declared that the non conformity for this indicator is closed with observation.

Verified by	: Moh. Arif Yusni
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NCRNo.	: 2016.03	Issued by	: Afiffuddin
Date Issued	: October, 14th 2016	Time Limit	: December, 13th 2016 (60 days)
NC Grade	: Major	Closing Date	: December, 9th 2016
Standard Ref. & Requirement	RSPO 4.7.3 All workers who are involving into the operation, must be given the training of safety practice (look at the criteria of 4.8). Protective equipment which is proper must be prepared for all workers at work location in order to handle all operations with high risk, such as the application of pesticides, the operation of machine, land clearing, the process of harvesting, and if it's implemented, the land fire.		
Non-Conformance Description & Evidence observed : Handover of Personal Protective Equipment Based on the result of observation field, interview with worker and the verification evidence of personal protective equipment hand over is still not yet provided the sufficient evidence that the company doesn't prepare the proper of PPE for all workers in accordance with risk analysis which has been identified. Such as, the personal protective equipment in the form of shoes for manuring activity (Block 090 of Division 2), the application of empty fruit bunch (block 073), the maintenance of harvesting path (block 080) at RHS-1 Estate and the application of empty fruit bunch (block 174 of Division 2) at RHS-2 Estate.			
Root Cause Analysis <i>(completed by the organization that to be audited):</i> <ul style="list-style-type: none"> - The company has just been done the review due to the assessment of risk whereas identified in the impacted activities in regard to the safety of manuring worker, the application of EFB, and slashing. - The PPE in the form of boot, is still on procurement process. 			
Corrective Action <i>(completed by the organization that to be audited):</i> <ul style="list-style-type: none"> - Giving the PPE in the form of boot for manuring worker, application of EFB, and slashing. - do the identification of PPE needs in the form of boot and the procurement process of boot. 			
Preventive Action <i>(completed by the organization that to be audited):</i> <ul style="list-style-type: none"> - The evidence of handover of PPE for the worker is available. - Checklist of PPE completeness monitoring. 			
Assessor Evaluation and Conclusion <i>(completed by the auditor):</i> The certificate holder has been shown the corrective evidence, such as: <ul style="list-style-type: none"> - Inter office memo in regard to the demand of provision and replacement (life time) of PPE from the manager of Group Estate (October 2016) - The identification evidence of PPE which is explaining in regard to kind of work and PPE that must be used. - Minutes of Socialization Control and Use of Personal Protective Equipment at Work in June, 11th 2016 at PT RHS-1 of Division-2 that was attended by 174 employees. - Document of risk assessment in 2016, in the document described that one kind of risk control is by using the personal protective equipment. - Monitoring document the using of PPE for the period of November at PT RHS-1. - The receipt evidence of PPE for employee, such as: <ul style="list-style-type: none"> ➤ In November, 17th 2016 for the employee of empty fruit bunch application at RHS-2 of Division 1A in the form of shoes, fabric gloves, and mask. ➤ In November, 23rd 2016 for the employee of empty fruit bunch application at RHS-2 of Division 2A in the form of shoes. ➤ In June, 20th 2016 for the employee of manuring at RHS-2 of Division 2A and 2B in the form of gloves combination and shoes. ➤ In October, 29th 2016 for the application of manual row maintenance at RHS-1 of Division 2B in the form of fabric gloves and shoes. <p>Based on the corrective evidence which has been sent, so the team of auditor declared that the non conformity for</p>			

this indicator is closed with observation.

Verified by : Moh. Arif Yusni

NCR No.	2016.04	Issued by	Afiffuddin
Date Issued	October, 14th 2016	Time Limit	Next Surveillance
NC Grade	Minor	Closing Date	December, 9th 2016
Standard Ref. & Requirement	RSP0 4.7.5 There must be some procedures in case of accident and emergency situation along with its instruction which must be understood clearly by all workers. The procedure in case of accident, must be available in the language that can be understood by workers. The worker who has been trained for giving the first aid ought to be attended either at the field nor at other operation, and the equipment for the first aid must always be available at work place. The record of all accidents must be saved and reviewed periodically.		
Non-Conformance Description & Evidence observed : Monitoring of equipment for the first aid Based on the result of observation field on the activity of harvesting, spraying, manuring, maintenance of manual row and the infrastructure at RHS-1 and RHS-2, the company has been preparing the facilities of first aid at work place (box and bag of first aid). Based on the examination result by the team of auditor at some locations, such as : daycare at RHS-1 and RHS-2, rinse house, storage place of personal protective equipment at RHS-1 estate and the bag of supervisor at work field, known that: <ul style="list-style-type: none"> • There are some components of first aid box which have been expired. (As for the example : Rivanol, Povidon Iodine) • The completeness for the content of first aid box still not yet accordance with the list that has been established (21 items). • There's no information on the usage form during the using of the component. Based on this matter, the company still can not yet shown the mechanism of controlling and monitoring of the equipment for the first aid .			
Root Cause Analysis <i>(completed by the organization that to be audited):</i> <ol style="list-style-type: none"> 1. Monitoring of box or bag of first aid been done by the PIC of occupational, health, and safety, which is the staff of EHS. Due to there're some boxes/bags of first aid that must be monitored by one person as the staff of EHS, so it's caused there're some boxes/bags that have been missed from the monitoring. 2. The PIC of box/bag of first aid during the socialized/training in regard to the way of using of the content of first aid box and the way to do the first aid in accident, and not yet socializing due to the numbers of content and the expired time from some contents of boxes/bags of first aid which have the limit time of usage (expired time). 			
Corrective Action <i>(completed by the organization that to be audited):</i> <ul style="list-style-type: none"> - Do the evaluation due to the monitoring system which has been running. - Do the checking of the completeness for all boxes/bags of first aid. - Provide the training in regard to the content of box/bag of first aid to the holder/PIC of box/bag of first aid. 			
Preventive Action <i>(completed by the organization that to be audited):</i> <ul style="list-style-type: none"> - There's a checklist of completeness for the content of box/bag of first aid which has been accordance with the applicable regulation. - There's an information of using of first aid medicine. 			
Assessor Evaluation and Conclusion <i>(completed by the auditor):</i> The certificate holder has been shown the corrective evidence in the form of :			

- Minutes of the changes of monitoring system for box/bag of first aid in December, 8th 2016 of previously held by the staff of EHS, changed into under the responsibility of FO/FC of each PIC of first aid box.
- Minutes of checking for the bag of first aid of supervisor and operator in November, 2nd 2016 and October, 20th 2016 which is aim to ensure the completeness of medicine inside of the bag and also to ensure that there's no medicine which has been expired or more than the life time.
- Minutes of training activity of first aid in November, 3rd 2016 at RHS-1 and in December, 6th 2016 at RHS-2 which is aim to exercise the PIC of either bag nor box of first aid in the field regarding the way of first aid and the using of appropriate medication. The training activity was attended by 24 people at RHS-1 and 24 people at RHS-2.
- Monitoring checklist of the completeness of first aid box's content in November of 2016 which is explaining in regard to the PIC, location (place/unit) and the completeness of first aid box's content.
- The example of usage record of first aid box's content.

Based on the corrective evidence which has been sent, so the team of auditor declared that the non conformity for this indicator is closed with observation.

Verified by	:	Moh. Arif Yusni
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3.5.2 Opportunity for Improvement

No	Ref	Description
1		Evaluation of the effectiveness of delivery for all company's policies to employee.
2	2.1	<ul style="list-style-type: none"> Updating the information to the Ministry of Environment due to the area status The development progress of scheme smallholder
3	4.5	Increasing the development of owl as the predator of rat. As for the example, the distribution ratio and level of occupational.
4	4.6.5	The understanding of worker who handle the agrochemical.
5.	5.1 & 5.3	<ul style="list-style-type: none"> The management of waste at the area of empty bunch of RHS estate due to the environmental impact. (Observation) Care and maintenance of IPAL pond, especially the 8th and 9th Pond. The company can do the re-increase in regard to the management of domestic waste.
6.	5.2	<ul style="list-style-type: none"> Progress of security mechanism due to the regional threats of HCV area from the irresponsible party. Mapping and the result of monitoring data analysis of RTE species, especially the dispersion of net and the population of orang utan at the area of HCV.
7	6.3.1	Reference of RSPO Complaint System mechanism against resolving of grievance and unsatisfactions.
8.	SCCS E 1.1	The deliberation of implementation for the supply chain model based on the supply source.
9.	SCCS E3.1	The evaluation of understanding for the person in charge due to the implementation of supply chain if there's any kind of change of the certificate states from the supplier of estate.

3.5.3 Noteworthy Positive Components

No	Description
1	The company's commitment to do the implementation for the principals of sustainable palm oil management
2	The competency of personal (staff) in their respective fields
3	The PIC who are communicative so the activity of audit can be run smoothly
4	The commitment due to the management of HCV with a fairly wide area (\pm 5395,58 Ha)
5	Has been providing the potable water for employee
6	The maintenance of monitoring due to boundary pole of cultivation rights title do well

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

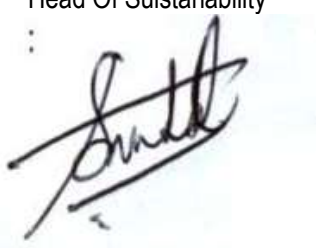

Public Issues (Institution/ NGO/Community)	Auditor Responses
National Land Agency Kab. Seruyan. (Head of Sections Measurement Survey and Mapping Kab. Seruyan) <ul style="list-style-type: none"> The company already has a HGU in 2011. For PT RHS, there is a forest area release process, but by overlaying maps with maps HGU based SK Menhut 529 in 2012, there were indications of some areas into the HP (Production Forest) and HPT (Production Forest Limited). There is no customary or communal land in the area of PT RHS. During 2016 there were no land conflict issues either with other companies or with the public, with settlement involving / mediation BPN. The Company may establish a conservation area or protected areas in its concession area, such areas cannot be planted, swamp. PT RHS has reported the use of land and its use map HGU around September 2016 in which there is still a community land area of 193.09 hectares. 	<p>Related forest release area that's has been raised be Observations and It has been verified in accordance Criterion 2.1; 2.2 & 2.3</p>
Manpower and Transmigration Seruyan District. (Head of Department). <ul style="list-style-type: none"> The Company has submitted regular reports such as Mandatory Employment Report (WLTK), OHS Activity including work accident reports, and others. There is no worker union, but there are Bipartite Instituton. There are issues related to wages for daily workers especially contract workers are not properly paid in accordance with regulation (Sectoral Minimum Wage) Seruyan District. 	<p>It has been verified in accordance Criterion 1.1; 2.1; 4.6; 4.7; 4.8 6.5; 6.9; 6.12</p>
Environment Agency Seruyan District. Head of Section Law & Environmental Laboratory / National Agency of fire management. <ul style="list-style-type: none"> The company has had a land permit applications since 2015, PT STP is located in an area of 245.41 ha. There are no issues related to environmental pollution. . 	<p>Auditor has been verified the management and monitoring of environmental that has been conducted by the PT RHS, the explanation regarding to environmental aspect showed in criterion 5.1, 5.3, 5.4</p>

Public Issues (Institution/ NGO/Community)	Auditor Responses
<ul style="list-style-type: none"> • In the dry season in 2015 the case of forest fires, BLH collaboration with the Department of plantation and forest to check on the field. Reporting on the case had been reported to the authorities. • The company helped extinguish fires in the area, fire occurred in the area belongs to the people who come to spread to areas of the company. • Reporting fire monitoring is done every 3 months 	
Plantation & Forestry Agency District of Seruyan. (Head of Business Development Plantation). <ul style="list-style-type: none"> • The Company has regularly submit a report on a regular basis. • There is no expansion area of the company operational area. • There is no customary tribe or customary rights surrounding the area of company • progress of scheme smallholders program (Pembangunan Kebun Plasma) should be monitored and realized • there is CSR Programmed for Pematang Limau such as help schools, computer labs, etc. • There is no land conflict raised in last 2 years for all surrounding villages. • In 2015 there are several fires in the operational area of PT RHS. The area has been mapped, identified the source of the fire and reported 	<p>It has been verified in accordance Criterion 1.1, 2.2, 2.3, 4.1, 5.2, 5.5, 6.2, 6.3, 6.8, 6.10 and 6.11.</p>
Local contractors <ul style="list-style-type: none"> • on the work agreement has been regulated on the provisions of OHS • Work agreement does egulated the terms of insurance, • salary given in accordance with the regulations • The company has been conducted socialization about the security aspects of FFB Transport, but the socialization / training on safe working practices have not been implemented • The contractorss already knows and understand the contents of the work agreement 	<p>The company has been conducted socialization about the s safe working practices and It has been verified in accordance Criterion 2.1; 4.; 4.7; 4.8; 6.10</p>

Public Issues (Institution/ NGO/Community)	Auditor Responses
Women's Committee <ul style="list-style-type: none"> Pregnant or breast-feeding women are prohibited working with chemical material. Female worker are obliged reported to clinics for monitor the status of pregnancy. If there is Pregnant or breast-feeding women are working with chemical material, it will be transferred to other work are not associated with chemicals. Compliant/grievances mechanism has been socialized to all level of workers and they already understood. 	<p>The company is committed to accommodate all activities of gender Committee and It has been verified in accordance Criterion 2.1; 4.6; 4.7; 6.5 ; 6.9</p>
Bipartite cooperative <ul style="list-style-type: none"> Have a regularly meeting with the company to discuss right and condition of workers There is no problem at field related provision of working tools and PPE by the company. Current progress for workers facilities are contruction of new housing complex in several estates. Minimum wage has been comply with the current minimum wage year 2016. There is no issue reated payment mechanism and overtime record, all items has been appropriate with applicable regulations. There is no issue related employment. Worker union proposed to the company for registering Clinic to the Government Healt Insurance Program (BPJS).. 	<p>Auditor has verified in relevant indicators referred to Criterion 6.5; 6.6 and 6.8</p>
Village Community Pematang Limau 1. Village Head 2. The Secretary Village 3. The Chairman of the BPD 4. Community Leaders 5. Cooperative Management Sawit Makmur <p>In general, relationship between company and communities is well established. Based on interview with communities, following information</p> <p>a. Communication and Transparency</p> <ul style="list-style-type: none"> Communication between the company and the villagers have well established. Immediate response has performed by the company in any information requested from 	<p>Auditor has verified in relevant indicators referred to Criterion 1.1; 2.2; 2.3; 5.1; 5.2; 6.2; 6.3; 6.4.</p>

Public Issues (Institution/ NGO/Community)	Auditor Responses
<p>stakeholders.</p> <ul style="list-style-type: none"> - Villagers have a good relationship and communication with each Manager, also they've already know the responsible person for communication aspect. - The villagers said that already know the type of document that can be accessed by the public - The Company has socialized a questionnaire to villagers about the impact of the company's existence. <p>b. Legal Rights / Indigenous Rights and FPIC</p> <ul style="list-style-type: none"> - Land compensation was implement previously. - There is no land conflict raised in last 2 years for all surrounding villages. - If there is any conflict, villagers has representatives to be communicate with the company. <p>c. Environment and HCV</p> <ul style="list-style-type: none"> - No issue of environmental pollution within last 12 months. - Socialized has been performed by the company related to protection of waterways, river, wildlife and conservation area. - HCV areas that are opened or managed by the community because the area has not been compensated so that they feel that these areas. - Against HCV areas if allowed to worry about in the near future the area will be managed by the community - The company has periodically visit to the villages for collecting information, socialization and advising to the villagers related environmental management. <p>d. Social and Community</p> <ul style="list-style-type: none"> - Company Representative is frequently attend to the communities meeting. - There is no grievance related plantation activities - <p>e. aspiration</p>	

Public Issues (Institution/ NGO/Community)	Auditor Responses
- Villagers giving aspiration related MoU plasma plantation development be realized so as to improve the welfare of citizens.	

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 and audit team to acknowledge a field assessment and agree for all content explained in this assessment report, included of nonconformities issues.</p> <p>Signed on behalf of:</p> <div style="display: flex; justify-content: space-around; align-items: flex-end; margin-top: 100px;"> <div style="text-align: center;"> <p>Company Name Head Of Sustainability</p>  <p><u>Simon Siburat</u> 09 December 2016</p> </div> <div style="text-align: center;"> <p>Mutuagung Lestari Lead Auditor</p>  <p><u>Moh. Arif Yusni</u> 09 December 2016</p> </div> </div>

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	National Land Agency Seruyan District.	Seruyan District	-	Visits and Interviews	11 October 2016	√	-
2	Labour Agency Seruyan District.	Seruyan District	-	Visits and Interviews	11 October 2016	√	-
3	Environment Bodies Seruyan District.	Seruyan District	-	Visits and Interviews	11 October 2016	√	-
4	Fire Management Regulatory Agency.	Seruyan District	-	Visits and Interviews	11 October 2016	√	-
5	Plantation And Forestry Agency	Seruyan District	-	Visits and Interviews	11 October 2016	√	-
6	Local contractors	PT RHS	-	Visits and Interviews	11 October 2016	√	-
7	committee Gender	PT RHS	-	Visits and Interviews	11 October 2016	√	-
8	Employees cooperative	PT RHS	-	Visits and Interviews	11 October 2016	√	-
9	Bipartit cooperative institution	PT RHS	-	Visits and Interviews	11 October 2016	√	-
10	Pematang Limau village (Local Communities)	Pematang Limau Village	-	Visits and Interviews	11 October 2016	√	-
11	WWF	Jakarta	wwf-indonesia@wwf.or.id	Email	04 October 2016	-	√
12	Walhi	Jakarta	informasi@walhi.or.id	Email	04 October 2016	-	√
13	Aliansi Masyarakat Adat Nusantara	Jakarta	rumahaman@cbn.net.id	Email	04 October 2016	-	√
14	Aid Enviroment	Jakarta	info@aidenvironment.org	Email	04 October 2016	-	√
15	Sawit Watch	Jakarta	info@sawitwatch.or.id	Email	04 October 2016	-	√

Appendix 2. Assessment Program

DATE		10 – 15 October 2016	
PLANNED TIME	ACTUAL DURATION	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
Monday, 10 October 2016			
09.30 – 11.00	09.30 – 11.00	JAKARTA → Pangkalan Bun	MAY/ RRI / YWR/ AFN/ JKA/ BGA
11.00 – 16.00	11.00 – 16.00	Pangkalan Bun – PT. Rimba Harapan Sakti	
16.00– 17.00	16.00– 17.00	Opening meeting <ul style="list-style-type: none"> Auditee Speech (Introduction of PIC, Profile of Certified Management Unit) Auditor Team Speech (Introduction, Audit Objective, Audit Scope, Audit Plan Discussion, Determine of Audit Sample, Transparency and Confidentiality Clarification) 	MAY/ RRI / YWR/ AFN/ JKA/ BGA
Tuesday, 11 October 2016			
08.00 – 12.00	08.00 – 12.00	Stakeholders consultation to related agencies in Seruyan Regency Stakeholders consultation to surrounded village and local NGO Interview with Gender Committee, Worker's Union, Worker's Cooperative (if any), Local Contractor (for Mill and Estate), Third Party Supplier PT. Rimba Harapan Sakti	<ul style="list-style-type: none"> JKA MAY/ YWR RRI/ AFN/ BGA
12.00 – 14.00	12.00 – 14.00	Break	
14.00 – 17.00	14.00 – 17.00	Review of previous (Initial assessment) findings Verification of Basic Information Mill and Estate Confirmation of Time Bound Plan	MAY/ RRI / YWR/ AFN/ BGA
Wednesday, 12 October 2016			
08.00 – 12.00	08.00 – 12.00	Field observation to RHS1 Estate : <ul style="list-style-type: none"> Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application) Implementation of Environmental, Conservation and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management, HCV Area) Implementation of Occupational Health & Safety Aspect Implementation of Employment Procedure and Mechanism Aspect Implementation of Legal Aspect (Land Ownership, Legal Boundaries) 	AFN/ JKA RRI/ BGA AFN/ JKA AFN/ JKA MAY/YWR RRI/ BGA

DATE		10 – 15 October 2016	
PLANNED TIME	ACTUAL DURATION	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
		<ul style="list-style-type: none"> Observation of Workers Facilities (Housing, School, Worship Place). 	
12.00 – 14.00	12.00 – 14.00	Break	
14.00 – 17.00	14.00 – 17.00	Field observation to RHS POM : <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) 	MAY/ YWR RR/ AFN/ JKA/ BGA
Thursday, 13 October 2016			
08.00 – 12.00	08.00 – 12.00	Field observation to RHS 2 Estate: <ul style="list-style-type: none"> Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application) Implementation of Environmental, Conservation and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management, HCV Area) Implementation of Occupational Health & Safety Aspect Implementation of Employment Procedure and Mechanism Aspect Implementation of Legal Aspect (Land Ownership, Legal Boundaries) Observation of Workers Facilities (Housing, School, Worship Place). 	AFN/ JKA RI/ BGA AFN/ JKA AFN/ JKA MAY/YWR RR/ BGA
12.00 – 14.00	12.00 – 14.00	Break	
14.00 – 17.00	14.00 – 17.00	<ul style="list-style-type: none"> Continue Field Observation to RHS 2 Estate and field observation clarification Verification of field visit and completing checklist 	MAY/ RR/ YWR/ AFN/ BGA
Friday, 14 October 2016			
08.00 – 11.30	08.00 – 11.30	Verification of stakeholder consultation result and field visit. Document review and completing audit checklist.	MAY/RR/ YWR/ AFN/ BGA
11.30 – 14.00	11.30 – 14.00	Break	
14.00 – 16.00	14.00 – 16.00	<ul style="list-style-type: none"> Internal discussion by auditor team preparing for Closing Meeting 	MAY/ RR/ YWR/ AFN/ BGA
16.00 – 17.00	16.00 – 17.00	Closing Meeting:	

DATE		10 – 15 October 2016	
PLANNED TIME	ACTUAL DURATION	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
		<ul style="list-style-type: none"> • Presentation of audit findings (Noteworthy Positive Component, Non Conformities, OFI, Timelie of CAR's, Conclusion)/ • Comments, Responses and Questions 	
Saturday, 15 October 2016			
08.00 – 11.00	08.00 – 11.00	• PT Rimba Harapan Sakti - Sampit	MAY/ RRI / YWR/ AFN/ BGA
12.30 – 14.00	12.30 – 14.00	• Sampit – Jakarta	