

Roundtable on Sustainable Palm Oil Certification
R S P O

[✓] Surveillance

Name of Management Organisation : **Aring A POM, Felda Palm Industries Sdn Bhd subsidiary of FELDA GLOBAL VENTURES HOLDINGS BERHAD**

Plantation Name : Felda Global Ventures Plantations Malaysia Sdn Bhd: Aring 2 Estate, Aring 3 Estate, Aring 4 Estate, Aring 5 Estate, Aring 6 Estate, Aring 8 Estate, Aring 10 Estate, Aring 11 Estate and Aring 15 Estate

Location : Mukim Relai, Jajahan Gua Musang, Kelantan, Malaysia

Certificate Code : **MUTU-RSPO/103**

Date of Certificate Issue : 28 November 2017 Date of License Issue : 28 November 2018

Date of Certificate Expiry : 27 November 2022 Date of License Expiry : 27 November 2019

Assessment	Assessment Date	PT. Mutuagung Lestari Auditor	Reviewed by	Approved by
ASA-1	17 to 21 September 2018	Moh Arif Yusni, Steve Mualim and Mohamad Amarullah	Ardiansyah	Octo HPN Nainggolan

Assessment	Approved by MUTUAGUNG LESTARI on:
ASA-1	4 December 2018

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Figure 1. Location Map of Aring A POM

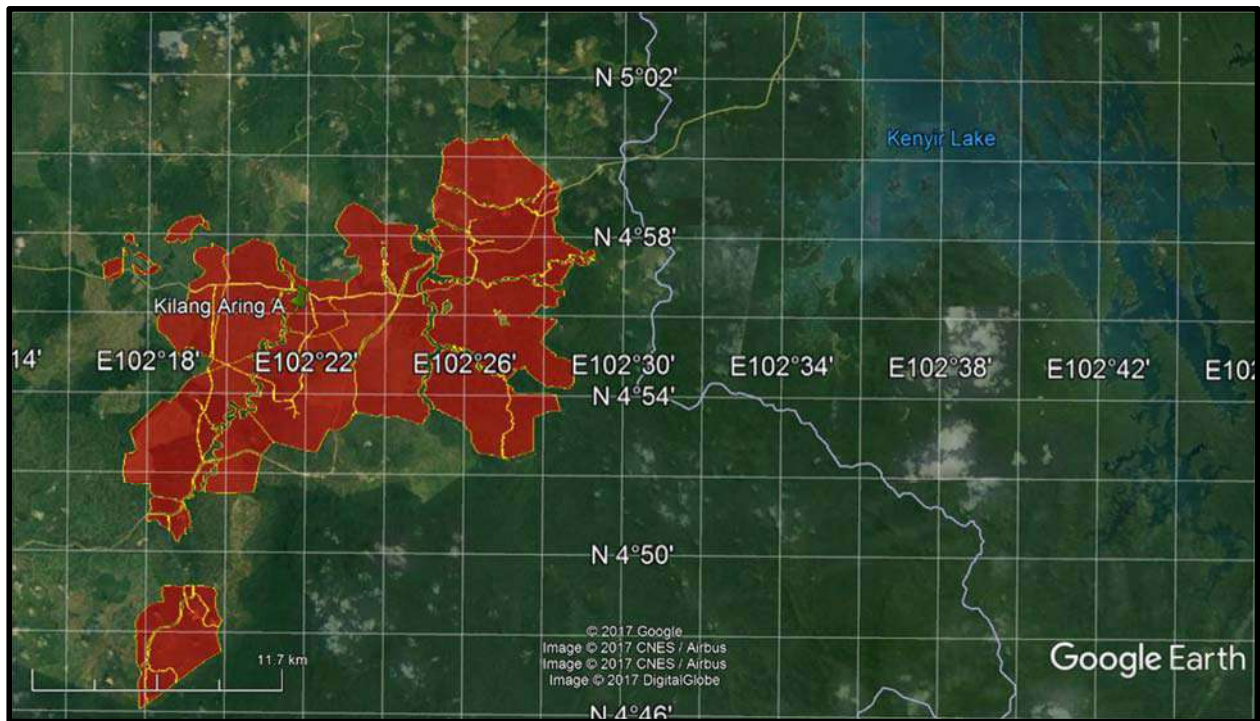


Figure 2. Operational Map of FGVP(M) Aring 2

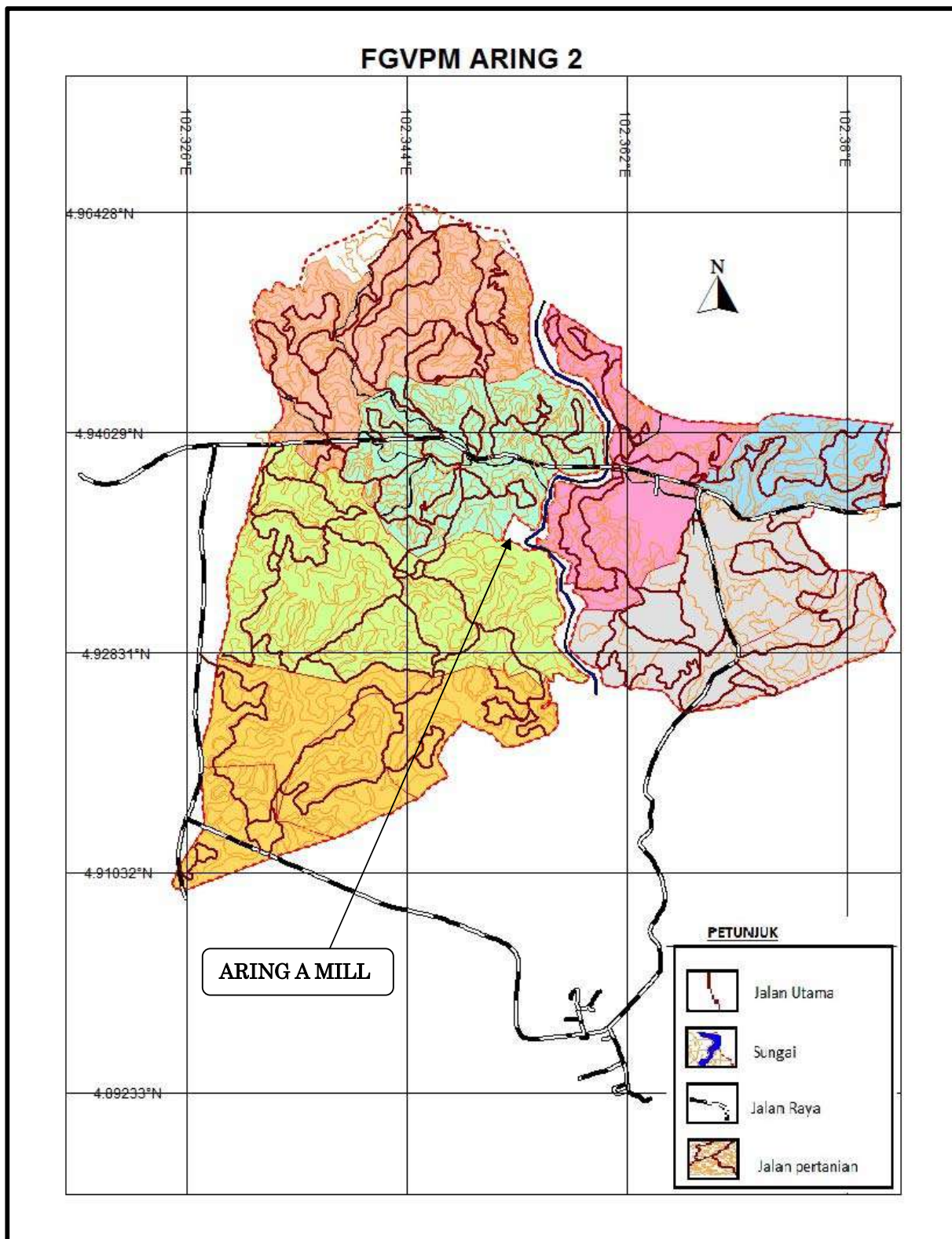


Figure 3. Operational Map of FGVP(M) Aring 3

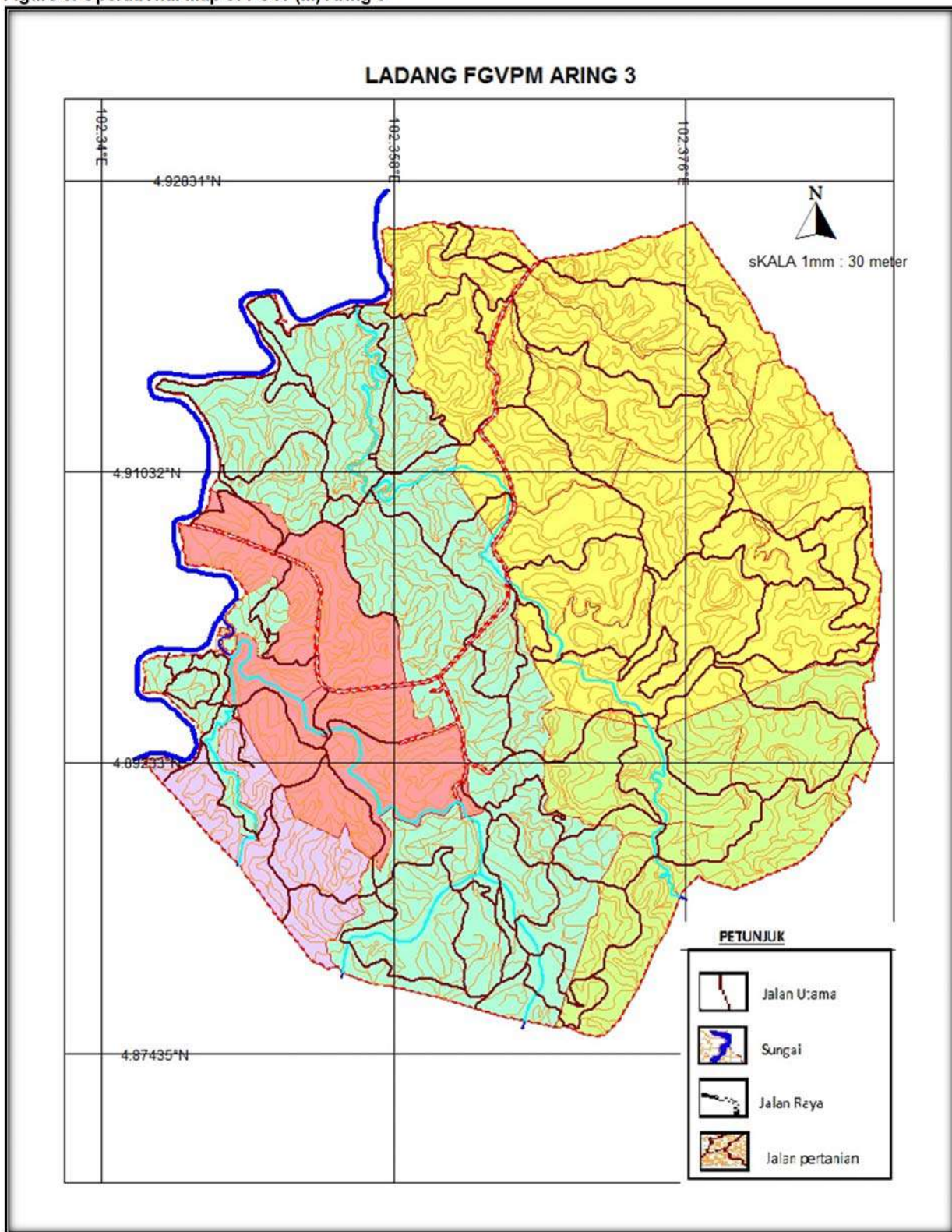


Figure 4. Operational Map of FGVP(M) Aring 4

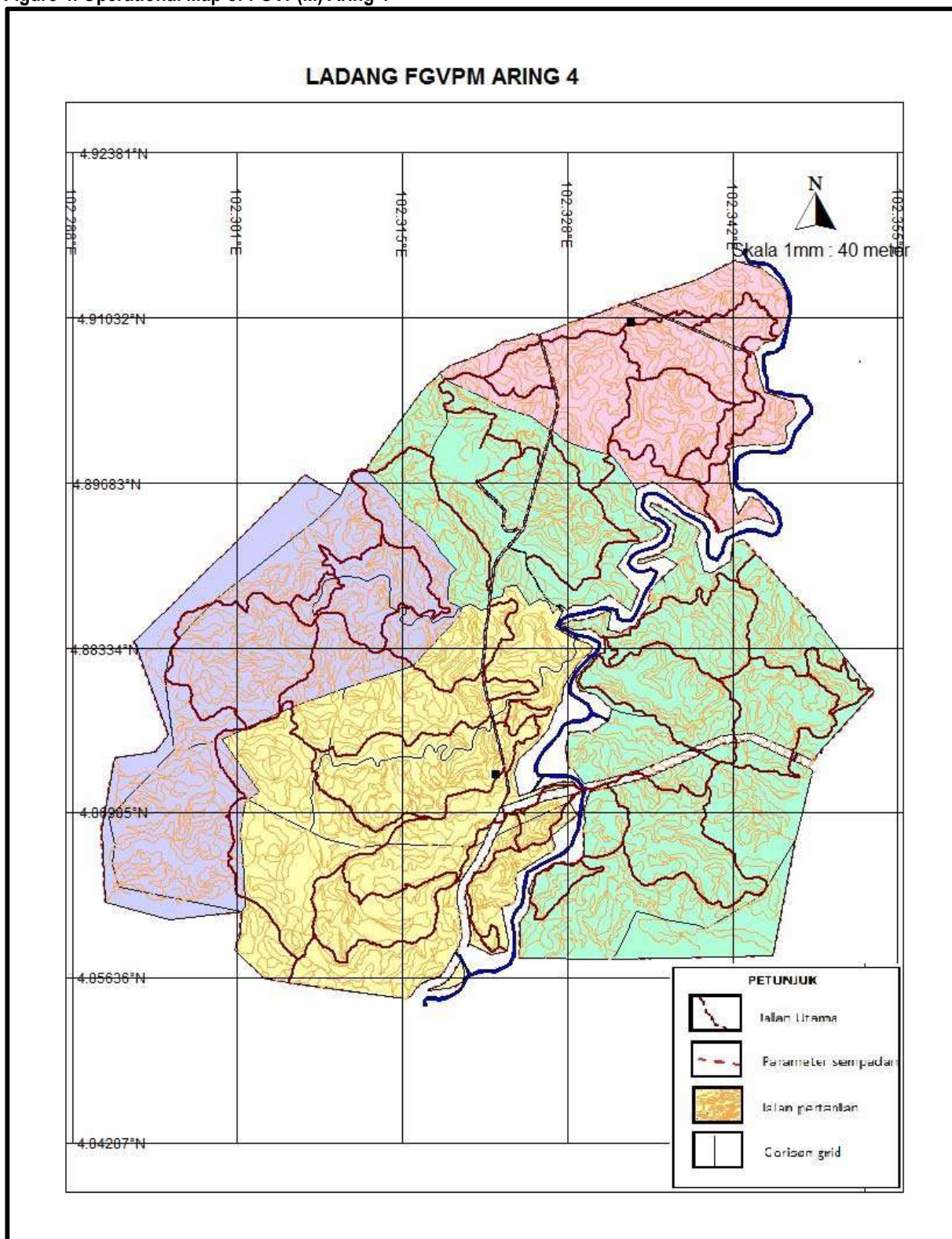


Figure 5. Operational Map of FGVP(M) Aring 5

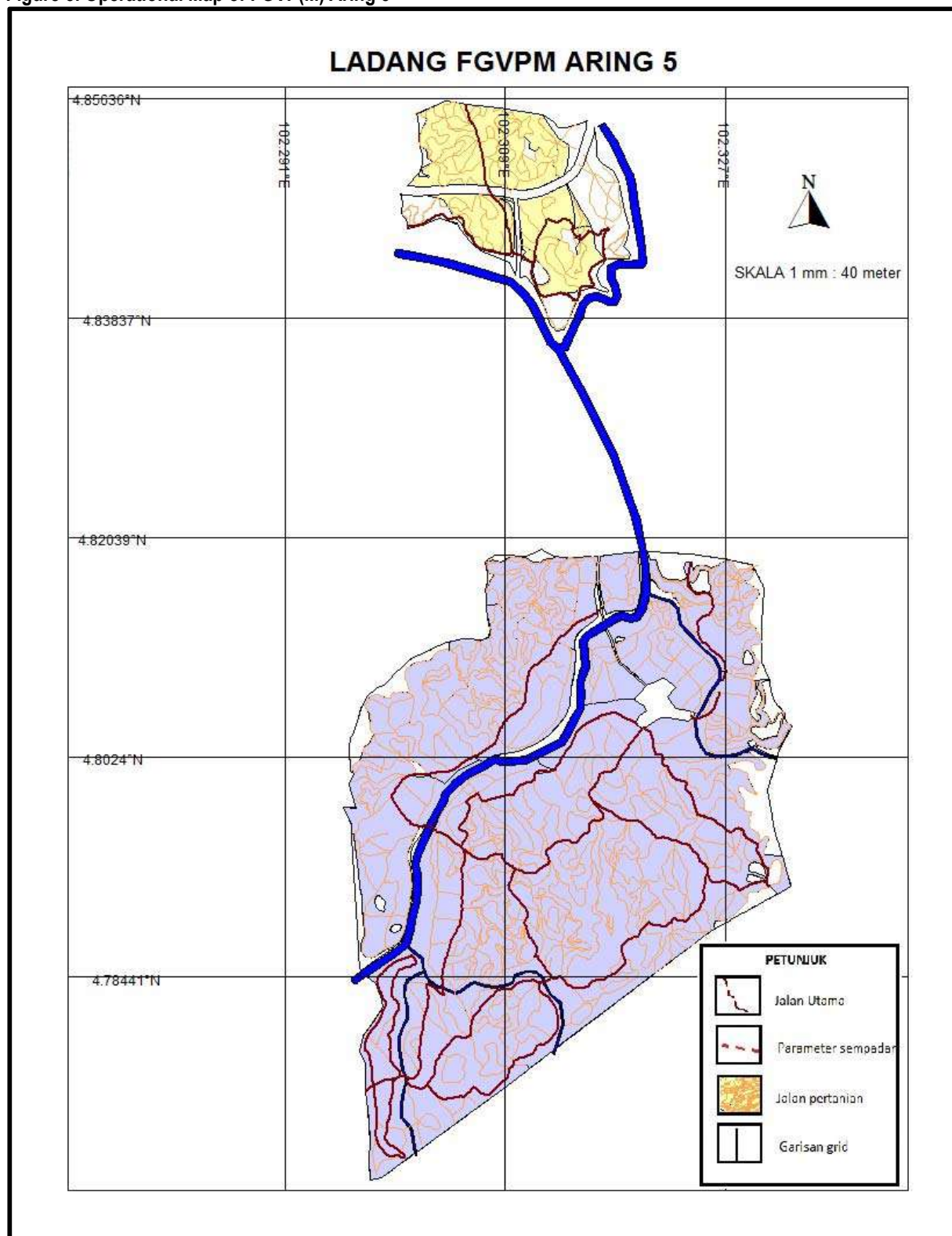


Figure 6. Operational Map of FGVP(M) Aring 6

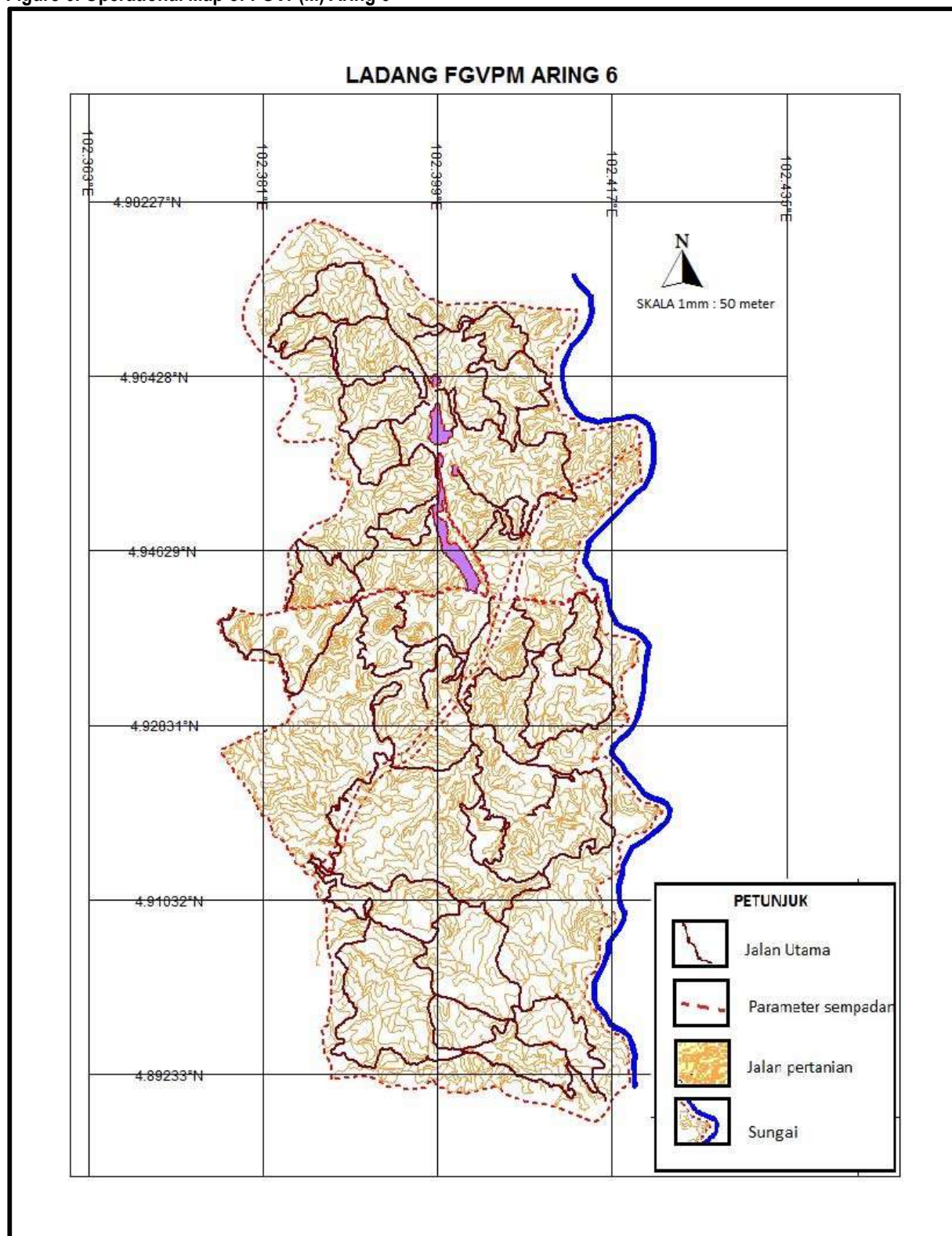


Figure 7. Operational Map of FGVP(M) Aring 8

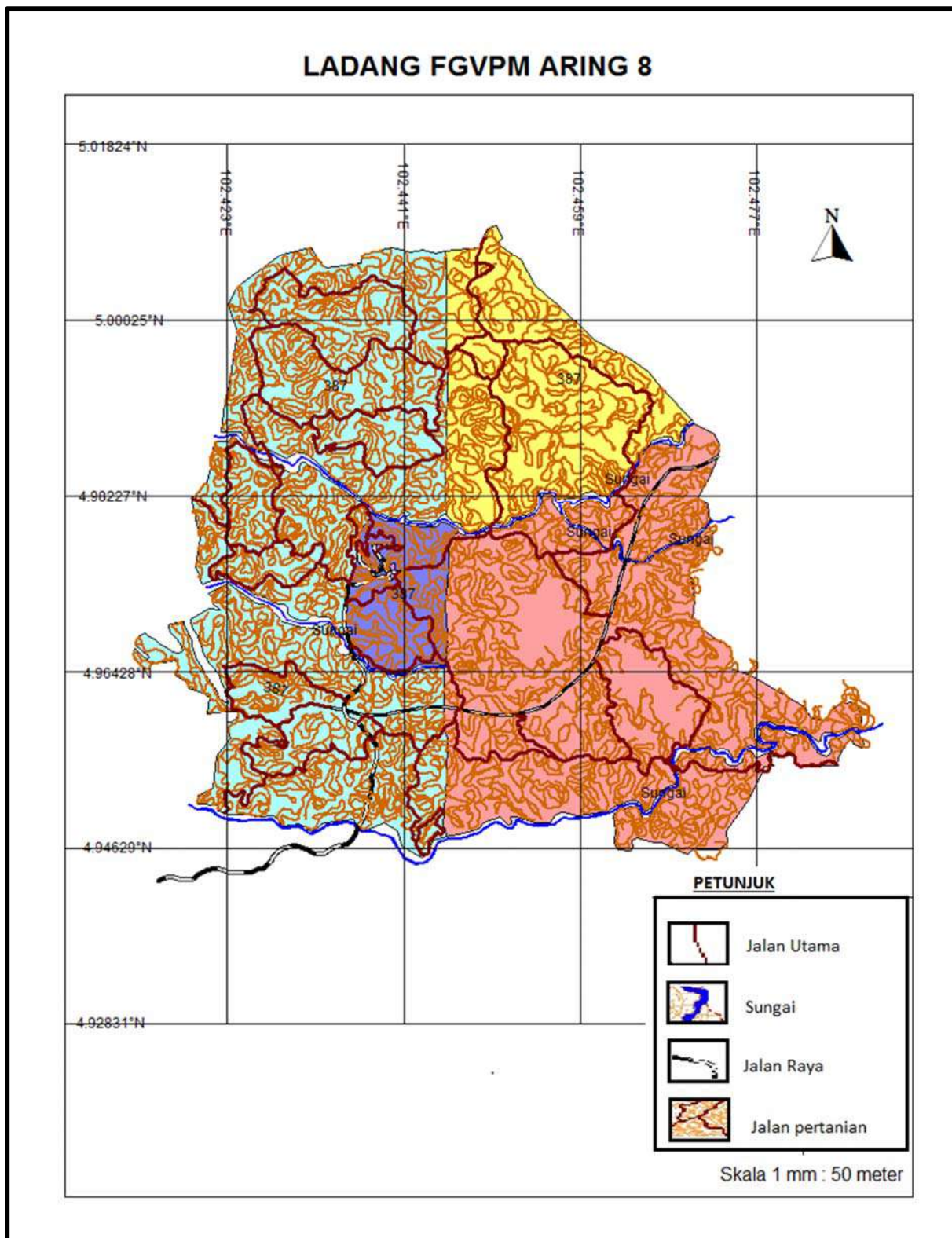


Figure 8. Operational Map of FGVP(M) Aring 10

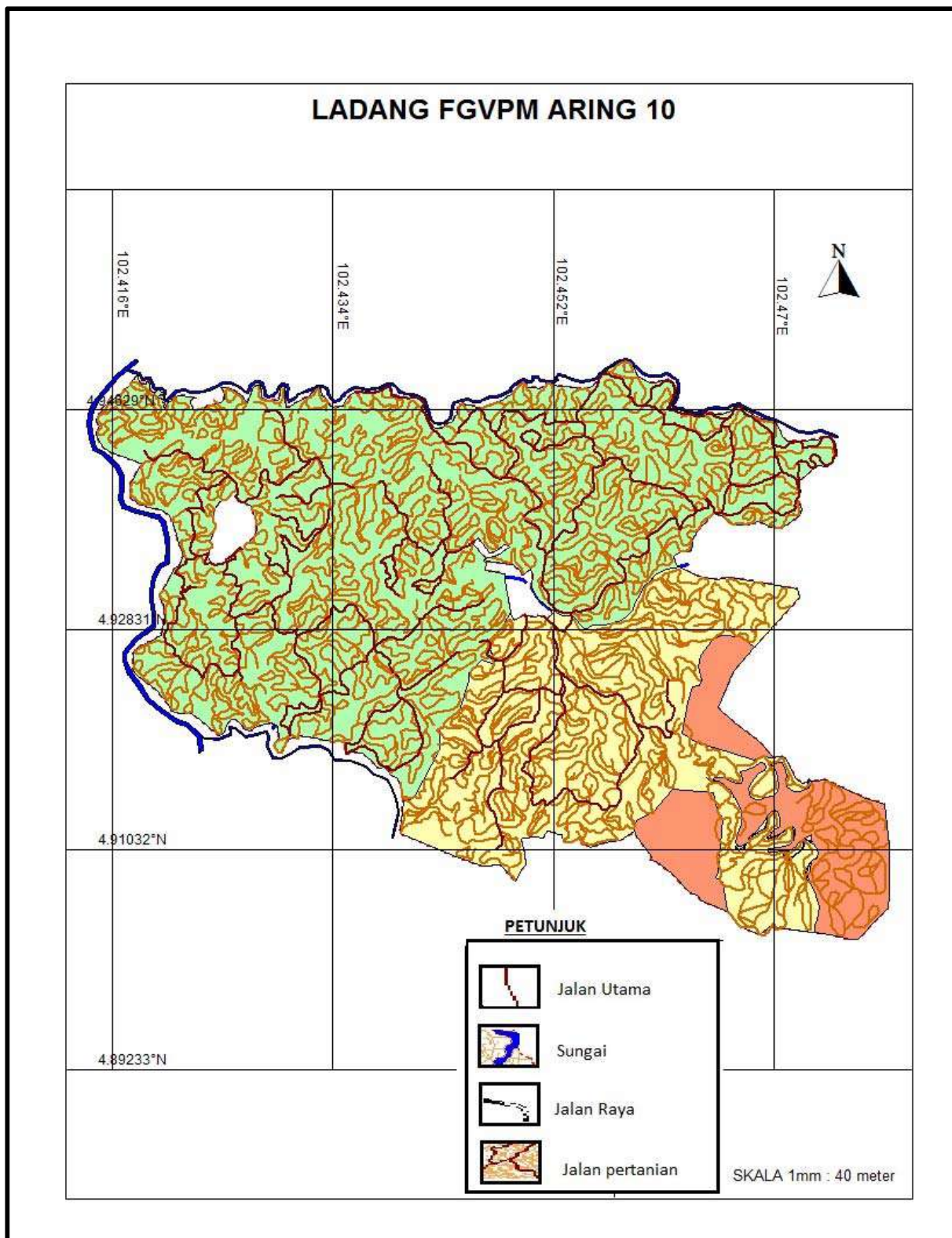
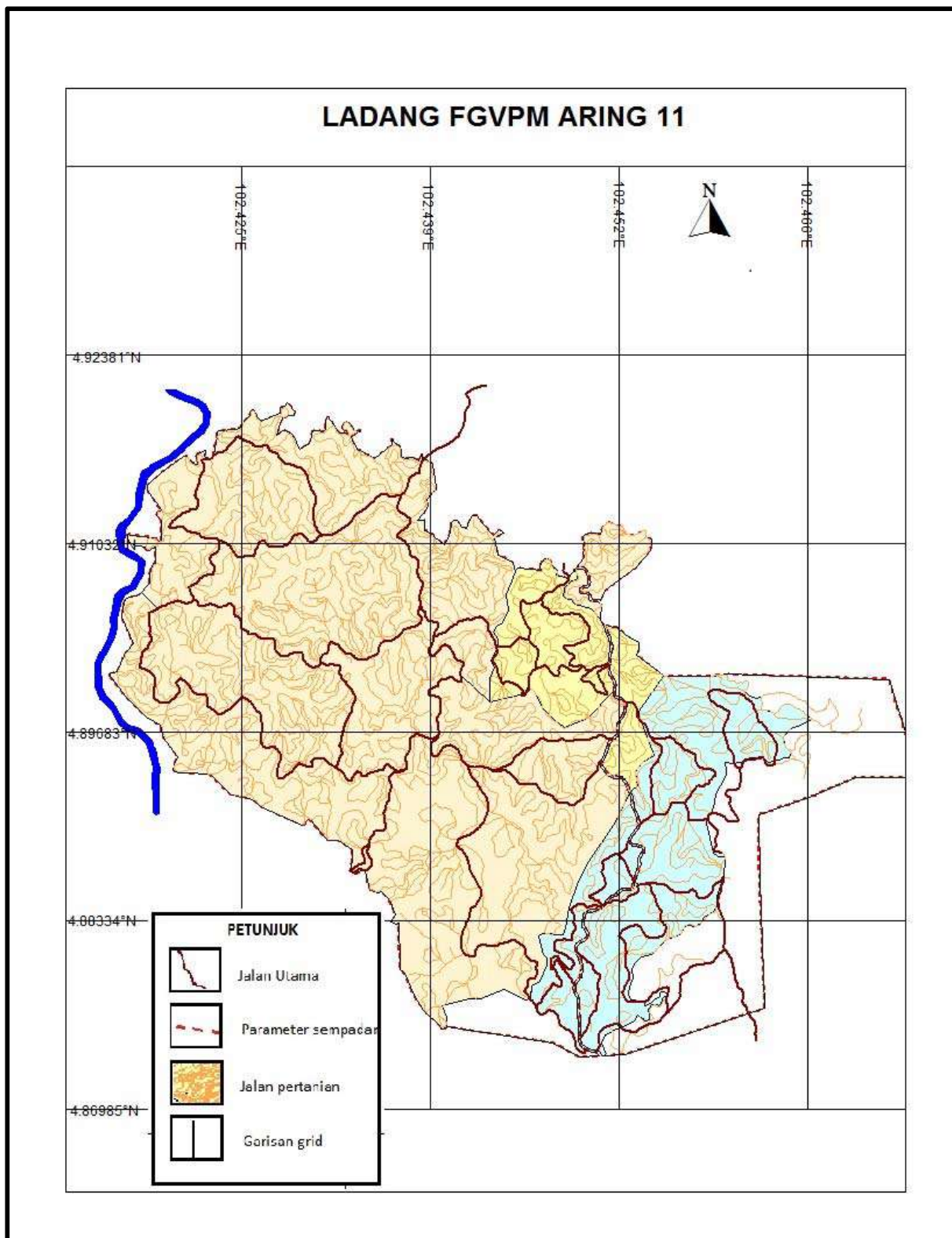
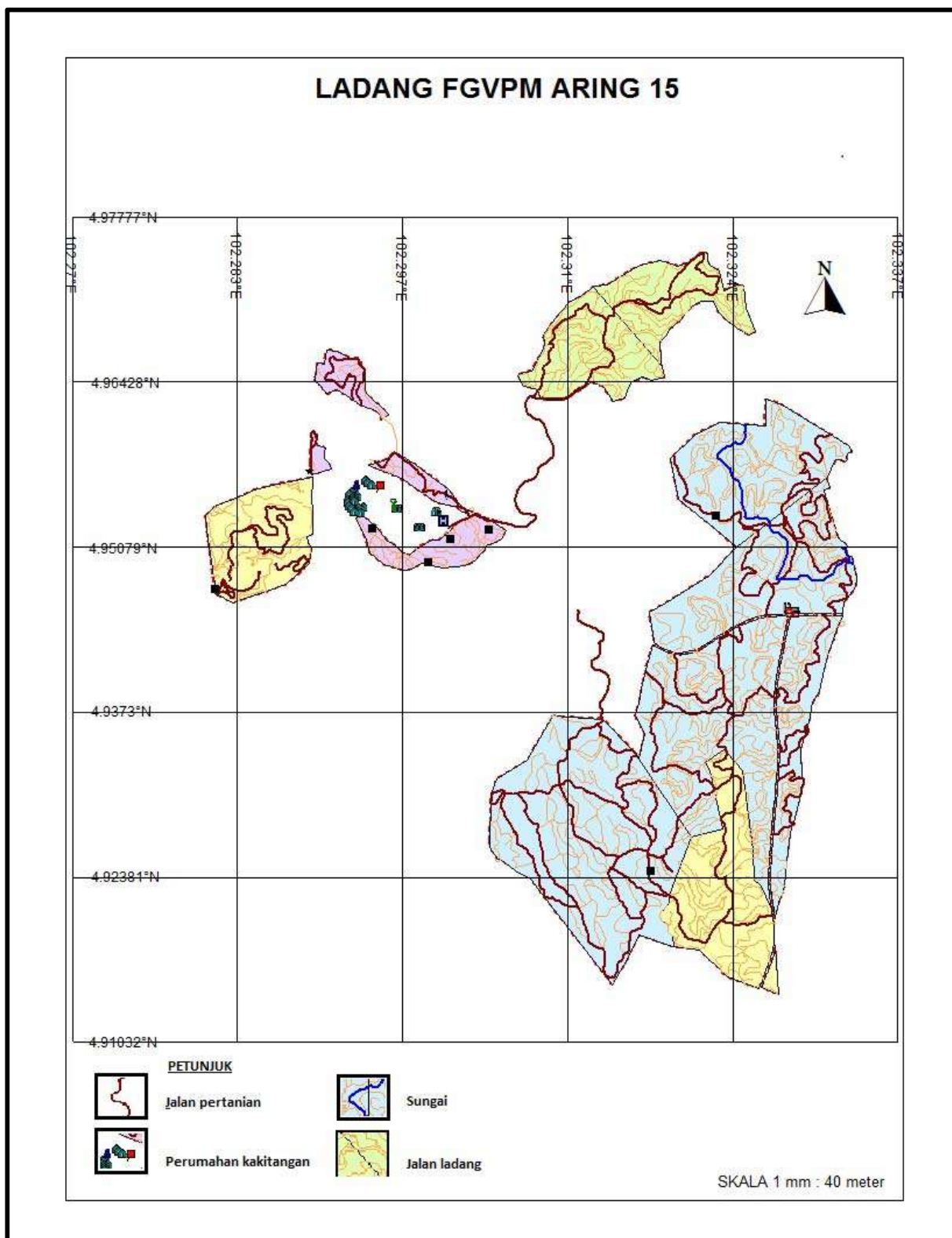


Figure 9. Operational Map of FGVP(M) Aring 11





Abbreviations Used

BOD	: Biological Oxygen Demand	KMAM	: <i>Kawalan Mutu Air minum</i>
CB	: Certification Body	LD50	: Lethal Dosage 50
CEO	: Chief Executive Operation	LCC	: Legume Cover Crop
CDD	: Certification & Due Diligence	LUCA	: Land Use Change Analysis
CPO	: Crude Palm Oil	MAPA	: Malaysian Agriculture Planters Association
DOE	: Department of Environment	MSDS	: Material Safety Data Sheet
DOSH	: Department on Safety and Health	MPOA	: Malaysia Palm Oil Association
EAI	: Environment Aspect Impact	MPOB	: Malaysia Palm Oil Board
EFB	: Empty Fruit Bunches	NGO	: Non-Government Organization
EIA	: Environmental Impact Assessment	NUPW	: National Union Plantation Workers
EQA	: Environment Quality Act	OER	: Oil Extraction Rate
EMP	: Environmental Management Plan	OFI	: Opportunity For Improvement
FASSB	: Felda Agriculture Service Sdn. Bhd	OHS	: Occupational Health and Safety
FFB	: Fresh Fruit Bunches	PIC	: Person In Charge
FGV	: Felda Global Ventures	PK	: Palm Kernel
FGVHB	: Felda Global Ventures Holdings Berhad	POM	: Palm Oil Mill
FGVP(M)	: Felda Global Ventures Plantation Malaysia	PPE	: Personel Protective Equipment
FOMEMA	: Foreign Workers Medical Examination Monitoring Agency	PPR	: Pollutin Prevention Plan
FPISB	: Felda Palm Industries Sdn Bhd	RaCP	: Remediation and Compensation Plan
GHG	: Green House Gases	RSPO	: Roundtable on Sustainable Palm Oil
HCV	: High Conservation Value	SOCISO	: Social Security Organization
HCVRN	: High Conservation Value Resources Network	SCCS	: Supply Chain Certification System
HIRARC	: Hazard Identification Risk Assessment and Risk Control	SIA	: Social Impact Assessment
HRM	: Human Resources Management	SOP	: Standard Operating Procedure
IPM	: Integrated Pest Management	SPAN	: <i>Suruhanjaya Perkhidmatan Air Negara</i>
ISO	: International Standard Organization	SW	: Schedule Waste
JKOA	: Jabatan Kemajuan Orang Asli	WTP	: Water Treatment Plant
KER	: Kernel Extraction Rate	WWTP	: Waste Water Treatment Plant

1.0	SCOPE of the CERTIFICATION ASSESSMENT		
1.1	Assessment Standard Used	<ul style="list-style-type: none"> • <i>Malaysian National Interpretation of RSPO Principles and Criteria for Sustainable Palm Oil Production. Endorsed by RSPO Board of Governors 6 March 2015.</i> • <i>RSPO Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014 revised on 14 June 2017 (Module D / E for CPO Mill)</i> • <i>RSPO Certification System for Principles and Criteria, 14 June 2017</i> 	
1.2	Organisation Information		
1.2.1	Organization name listed in the certificate	Felda Palm Industries Sdn Bhd subsidiary of Felda Global Ventures Holdings Bhd	
1.2.2	Contact person	Mr. Norazam Abdul Hameed	
1.2.3	Organisation address and site address	RSPO Registered Company: Felda Global Ventures (HQ) Level 45, Menara Felda, Platinum Park, No. 11, Persiaran KLCC, 50088 Kuala Lumpur, Malaysia.	
1.2.4	Telephone	(+ 603) – 26005349	
1.2.5	Fax	(+ 603) – 26987816	
1.2.6	E-mail	norazam.ah@feldaglobal.com	
1.2.7	Web page address	http://www.feldaglobal.com	
1.2.8	Management Representative who completed the application for certification	Mr. Anthonius Sani	
1.2.9	Registered as RSPO member	1-0225-16-000-00, 27 December 2016	
1.3	Type of Assessment		
1.3.1	Scope of Assessment and Number of Management Unit	Palm Oil Mill and supply base: Aring A Palm Oil Mill, Aring 2 Estate, Aring 3 Estate, Aring 4 Estate, Aring 5 Estate, Aring 6 Estate, Aring 8 Estate, Aring 10 Estate, Aring 11 Estate and Aring 15 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
	Aring A POM	Peti Surat 30, 18300 Gua Musang, Kelantan, Malaysia	N 04° 56' 27" E 102° 21' 51"
1.4.2	Location of Certification Scope of Supply Base		
	Name of Supply Base	Location	Coordinate
			Latitude Longitude

	FGVP(M) Aring 2	P.O Box 52, 18300 Gua Musang, Kelantan, Malaysia	N 04° 53' 51"	E 102° 21' 31"							
	FGVP(M) Aring 3	Peti Surat 43, 18300 Gua Musang, Kelantan, Malaysia	N 04° 53' 49"	E 102° 21' 32"							
	FGVP(M) Aring 4	Peti Surat No. 2, 18300 Gua Musang, Kelantan, Malaysia	N 04° 53' 51"	E 102° 19' 10"							
	FGVP(M) Aring 5	P.O Box 02, 18300 Gua Musang, Kelantan, Malaysia	N 04° 48' 30"	E 102° 19' 12"							
	FGVP(M) Aring 6	Peti Surat 34, 18300 Gua Musang, Kelantan, Malaysia	N 04° 57' 09"	E 102° 23' 56"							
	FGVP(M) Aring 8	Peti Surat 49, 18300 Gua Musang, Kelantan, Malaysia	N 04° 58' 26"	E 102° 26' 16"							
	FGVP(M) Aring 10	Peti Surat 24, 18300 Gua Musang, Kelantan, Malaysia	N 04° 55' 54"	E 102° 26' 57"							
	FGVP(M) Aring 11	Peti Surat 24, 18300, Gua Musang,Kelantan, Malaysia	N 04° 55' 54"	E 102° 26' 54"							
	FGVP(M) Aring 15	Peti Surat 51, 18300 Gua Musang, Kelantan, Malaysia	N 04° 57' 21"	E 102° 17' 42"							
1.5	Description of Area Statement										
1.5.1	Tenure										
	• State		20,916.81 Ha								
	• Community		Ha								
1.5.2	Area Statement										
	• Total area		20,442.83 Ha								
	• Mature area		12,675.44 Ha								
	• Immature area		2,770.86 Ha								
	• Mill		43.59 Ha								
	• Infrastructure		2,605.54 Ha								
	• Nursery		60.29 Ha								
	• Occupation		2,218.11 Ha								
	• HCV		69.00 Ha								
<i>The discrepancy between land tittle (Geran Tanah) as 473.98 due to that's area unplatable area, river riparian, Rizab Lebuhraya Gua Musang and send back to Felda</i>											
<i>There is discrepancy with previous assestment due to the area on ASA-1 based on land tittle (Geran Tanah)</i>											
1.6	Planting Year and Cycles										
1.6.1	Age profile of planting year										
	Planting Year	Hectarage (Ha)									
		Aring 2	Aring 3	Aring 4	Aring 5	Aring 6	Aring 8	Aring 10	Aring 11	Aring 15	Total
	1990			235.59	167.31	204.62	623.10				1,230.62
	1992							634.08			634.08
	1996								214.98		214.98
	1997						142.00	464.42			606.42
	1999				114.60				323.52		438.12
	2000		252.88			250.28				48.43	551.59

2001					315.40					315.40
2004									174.52	174.52
2005	266.16									266.16
2006	331.65	499.4								831.05
2007	285.32									285.32
2008	187.08				202.73	278.09				667.90
2009					206.12	203.97				410.09
2010	292.13	84.98			229.17				318.59	924.87
2011	289.21	253.38	266.72			179.07			189.46	1,177.84
2012		263.56	394.81		359.07	258.95			192.74	1,469.13
2013		168.91	385.83	178.51	276.39	260.84				1,270.48
2014				346.69	349.95	334.83				1,031.47
2015					175.40					175.40
Total Mature	1,651.55	1,523.11	1,282.95	807.11	2,393.73	2,280.85	1,098.50	538.50	923.74	12,675.44
2015			517.46							517.46
2016						76.88		321.01		397.89
2017			288.88			397.27		406.17		1,092.32
2018				288.66			474.53			763.19
Total Immature Area	-	-	806.34	288.66	175.40	474.15	474.53	727.18	-	2,770.86
TOTAL	1651.55	1523.11	2089.29	1095.77	2569.13	2755.00	1573.03	1265.68	923.74	15,446.30

There is discrepancy with previous assessment due to the area on ASA-1 based on land title (Geran Tanah)

1.6.2	New Planting area after January 2010	Ha
1.6.3	Planting Cycle	2 nd 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 (tonnes)	Extraction (%)	Out put (tonnes)	Extraction (%)
Aring A	54	222,400	46,797	21.04	10,469	4.70

**Production data source from September 2017 – August 2018*

**There is discrepancy between FFB received and FFB processed are ±4,000 Ton, were sent to another mill nearby due to Aring A POM under maintenance or over capacity.*

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/ year)	Supplied to Mill	
					FFB (tonnes/year)	%
Aring 2	2,096.84	1,651.55	22,221.80	13.46	22,221.80	100
Aring 3	1,997.49	1,523.11	20,224.30	13.28	20,224.30	100
Aring 4	2,756.19	2,089.29	10,704.94	5.12	10,704.94	100
Aring 5	1,445.58	1,095.77	8,362.82	7.63	8,362.82	100

Aring 6	3,282.43	2,569.13	26,996.26	10.51	26,996.26	100
Aring 8	3,677.60	2,755.00	20,832.25	7.56	20,832.25	100
Aring 10	2,212.33	1,573.03	14,652.89	9.32	14,652.89	100
Aring 11	1,791.57	1,265.68	7,642.59	6.04	7,642.59	100
Aring 15	1,182.80	923.74	8,676.36	9.39	8,676.36	100
TOTAL	20,442.83	15,446.30	140,314.21	9.08	140,314.21	100

**Production data source from September 2017 – August 2018*

1.7.3 FFB description from other source

Name of sources/Organisation* (RSPO certified / non-certified)	Type of Organisation	number of smallholders	Production Area (Ha)	Supplied to Mill
				FFB (tonnes/year)
Siti Khalijah Binti Mat	Independent Supplier			41.64
Dawiah Binti Wook	Independent Supplier			8.20
Mukhtar Bin Mohd Nor	Independent Supplier			44.81
Mohamad Zin Bin Abdullah	Independent Supplier			10.00
Norah Bin Makhtar	Independent Supplier			10.00
Zakaria Bin Jaffar	Independent Supplier			71.96
Kamarul Baharin Bin Mohd Nor	Independent Supplier			361.52
Rohaida Binti Che Hassan	Independent Supplier			12.51
Amar Plantation	Independent Supplier			133.81
STP Resources	Independent Supplier			227.28
Rakyat Harmoni Sdn Bhd	Independent Supplier			1,118.01
Kpf Plantation Sdn Bhd	Independent Supplier			3,713.08
JFL Holding Sdn Bhd	Independent Supplier			3,257.07
Etika Gangsa	Independent Supplier			79.46
ST BA Resources	Independent Supplier			7.31
Rancangan Aring 1	Independent Supplier			11,189.33
Md. Zain Bin Che Ahmad	Independent Supplier			42.61
Mohamad Yusop	Independent Supplier			62.68
Nasir Bin Ibrahim	Independent Supplier			73.06
Pakhrudin Bin Hamat	Independent Supplier			5.94
T&A MACHANG	Independent Supplier			252.07
Tai Chi Enterprise	Independent Supplier			25,470.68
Elly Construction	Independent Supplier			25.79
Calmeyla Asnida	Independent Supplier			83.18
Fauzi Lim Plantation	Independent Supplier			8,880.61
Kukuh Cemerlang	Independent Supplier			6,749.87
Padang Mutiara	Independent Supplier			2,494.92
Harun @ Mustafa Bin Deraman	Independent Supplier			1.67
Mohamad Haffiezul Bin Mohamad	Independent Supplier			19.04
First Nationwide	Independent Supplier			805.35
Kim Ma Oil Palm	Independent Supplier			2,365.25
Abdul Mu Min	Independent Supplier			18.51
Bkf Sdn Bhd	Independent Supplier			456.65
Pmbk Sawit Sdn Bhd	Independent Supplier			93.75

	Ritma Sakti	Independent Supplier			4,255.03		
	Paizol Akman Bin Awang	Independent Supplier			63.25		
	Bakti Mas	Independent Supplier			11,166.25		
	Plaintiful Gold	Independent Supplier			2,078.32		
	Gemalai Plantation	Independent Supplier			281.83		
	Sem Wah	Independent Supplier			122.02		
	TOTAL				86,154.32		
	* All FFB from other sources are Non Certified						
	*Production data source from September 2017 – August 2018						
1.7.4	Product categories		FFB, CPO, PK				
1.8	Estimate Tonnage of Certified Product						
1.8.1	Past Annual Claim Certified Product		Last Year Projected Certified Volume (tonnes/year)	Last Year Actual certified product (tonnes/year)			
	• FFB Production		157,712.00	78,300.02			
	• CPO Production		33,120.00	21,213.55			
	• Palm Kernel (PK) Production		7,949.00	5,151.27			
1.8.2	Product selling						
	Tonnage of selling product		Period last year of actual selling product				
	• CSPO sold as RSPO certified product		3,019.54				
	• CSPK sold as RSPO certified product		4,443.28				
	• CSPO sold under other scheme		0.00				
	• CSPK sold under other scheme		0.00				
	• CSPO sold as conventional		16,480.46				
	• CSPK sold as conventional		0.00				
1.8.3	Estimate of Certified FFB Claim						
	Name of Estate(s)	Total Area (Ha)	Planted Area (Ha)	FFB (tonnes/year)	Yield (tonnes/ha/year)		
	Aring 2	2,096.84	1,651.55	23,777	14.40		
	Aring 3	1,997.49	1,523.11	21,640	14.21		
	Aring 4	2,756.19	2,089.29	11,454	5.48		
	Aring 5	1,445.58	1,095.77	8,948	8.17		
	Aring 6	3,282.43	2,569.13	28,886	11.24		
	Aring 8	3,677.60	2,755.00	22,291	8.09		
	Aring 10	2,212.33	1,573.03	15,679	9.97		
	Aring 11	1,791.57	1,265.68	8,178	6.46		
	Aring 15	1,182.80	923.74	9,284	10.05		
	TOTAL	20,442.83	15,446.30	150,137	9.72		
	*Projected FFB production for 12 months of certificate (28 November 2018 to 27 November 2019)						
1.8.4	Estimate of Certified Palm Product Claim						
	Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)	CPO	Palm Kernel	Supply Chain Module	
				Out put (tonnes)	Extraction (%)	Out put (tonnes)	Extraction (%)

	Aring A	54	150,137	33,030	22	7,507	5	MB
	<i>*Projected CSPO and CSPK production for 12 months of certificate (28 November 2018 to 27 November 2019)</i>							
1.9	Other Certifications							
	ISO 9001:2015			Aring A POM No cert : QMS 03093, Valid from 24/02/2017-11/08/2019				
	ISO 14001: 2004			Aring A POM No cert : EMS 00769, Valid from 24/02/2017-14/09/2018				
	OHSAS 18001:2007			Aring A POM No cert : OHS 00691, Valid from 24/02/2017-23/02/2020				
	ISCC			-				
	Others							
1.10	Time Bound Plan							
1.10.1	Time Bound Plan for Other Management Units							
	Management Unit		Estate (Supply Base)	Time Bound Plan	Location	Status		
	Mill	Time bound						
	Kota Gelanggi	2018	FASSB PPPTR; FASSB Kota Gelanggi 5/6	2018	Pos Felda Kota Gelanggi.27000 Jerantut, Pahang	Initial Assessment		
	Lepar Utara 6	2017	FGVPM Lepar Utara 7 FGVPM Lepar Utara 8 FGVPM Lepar Utara 9 FGVPM Lepar Utara 11	2017	Peti Surat 12 & 2020 26400 Bandar Pusat Jengka Pahang	Certified		
	Jengka 21	2018	FASSB Jengka 24/25	2018	Bandar Pusat Jengka, 26400 Pahang	Initial Assessment		
	Jengka 3	2019	Felda Settlers	2019	26400 Bandar Jengka. Pahang	-		
	Jengka 8	2019	Felda Settlers	2019	26400, Bandar Tun Abdul Razak Jengka, Pahang	-		
	Lepar Utara 4	2017	FGVPM Lepar Utara 4 FGVPM Lepar Utara 10 FGVPM Lepar Utara 14	2017	26400 Bandar Pusat Jengka, Pahang	Certified		
	Jengka 18	2019	Felda Settlers	2019	26400 Bandar Pusat Jengka, Jengka, Pahang	-		
	Padang Piol	2019	Felda Settlers	2019	27040 Jerantut, Pahang	-		
	Adela	2018	FGVPM Kledang 02	2018	PO Box 73, Bandar Penawar, Kota Tinggi 81930 Johor	-		
	Lok Heng	2020	Felda Settlers	2020	PO Box 55, 81907 Kota Tinggi, Johor	-		
	Semenchu	2020	Felda Settlers	2020	Peti Surat 63, 81907 Kota Tinggi, Johor	-		
	Wa Ha	2020	Felda Settlers	2020	Karung Kunci S24, 81907 Kota Tinggi, Johor	Initial Assessment		
	Bukit Kepayang	2018	FGVPM Terapai 3	2018	28300 Triang, Pahang	Initial Assessment		

Bukit Mendi	2019	Felda Settlers	2019	28320 Triang, Pahang	-
Kemasul	2017	FGVPM Mengkarak 1 FGVPM Mengkarak 2	2017	28300 Triang, Pahang	Certified
Tementi	2018	FGVPM Bera Selatan 1 FGVPM Bera Selatan 4	2018	38300 Triang, Pahang	-
Triang	2017	FGVPM Triang 2 FGVPM Triang Selatan 1 FGVPM Triang 4	2017	28300 Triang, Pahang	Certified
Belitong	2018	FASSB Ulu Belitong FGVPM Bukit Tongkat B	2018	Peti Surat 61, 86007 Kluang, Johor	Initial Assessment
Bukit Besar	2020	Felda Settlers	2020	81450 Kulai, Johor	-
Kahang	2020	Felda Settlers	2020	Karung Berkunci No. 533, 86007 Kluang, Johor	-
Kulai	2020	FASSB Bukit Besar/Taib Andak	2020	Felda Taib Andak, 81000, Kulai, Johor	-
Nitar	2017	FGVPM Nitar Timur	2018	KM 13 Jalan Mersing Kluang 86800 Mersing Johor.	Initial Assessment
Penggeli	2018	FGVPM Inas Selatan	2018	Peti Surat 28, 81440 Bandar Tenggara, Johor	Initial Assessment
Lepar Hilir	2017	FGVPM Lepar Hilir 5 FGVPM Lepar Hilir 6 FGVPM Lepar Hilir 8	2017	Gambang, Pahang	Certified
Bukit Sagu	2017	FGVPM Bukit Sagu 4 FGVPM Bukit Sagu 6 FGVPM Bukit Sagu 7 FGVPM Bukit Sagu 8	2017	Peti surat 331, 26130 Kuantan, Pahang	Certified
Baiduri Ayu	2019	FGVPM Sahabat 9 FGVPM Sahabat 16 FGVPM Sahabat 55	2019	Peti Surat 29, Pos Cenderawasih, 91150 Lahad Datu, Sabah	-
Kembara Sakti	2019	FGVPM Sahabat 30 FGVPM Sahabat 35 FGVPM Sahabat 40 FGVPM Sahabat 41 FGVPM Sahabat 42 FGVPM Sahabat 43	2019	Peti Surat 24, 91150, Cenderawasih, Lahad Datu, Sabah	-
Mercu Puspita	2019	FGVPM Sahabat 7 FGVPM Sahabat 46 FGVPM Sahabat 48 FASSB Sahabat 6	2019	Peti Surat 29, 91150, Cenderawasih, Lahad Datu, Sabah	-
Nilam Permata	2019	FGVPM Sahabat 50 FGVPM Sahabat 51 FGVPM Sahabat 52 FGVPM Sahabat 53 FGVPM Sahabat 54	2019	Peti Surat 23, 91150, Cenderawasih, Lahad Datu, Sabah	-
Hamparan Badai	2019	FGVPM Sahabat 23 FGVPM Sahabat 24 FGVPM Sahabat 26 FGVPM Sahabat 28	2019	Peti Surat 25, 91150, Cenderawasih, Lahad Datu, Sabah	-

			FGVPM Sahabat 31 FGVPM Sahabat 33 FGVPM Sahabat 34 FASSB Tambisan			
Embara Budi	2019		FGVPM Sahabat 11 FGVPM Sahabat 12 FGVPM Sahabat 17 FGVPM Sahabat 56 FGVPM Sahabat 20 FGVPM Sahabat 21 FGVPM Sahabat 22 FGVPM Sahabat 25	2019	Peti Surat No. 28, 91105 Lahad Datu, Sabah	-
Lancang Kemudi	2019		FGVPM Sahabat 10 FGVPM Sahabat 36 FGVPM Sahabat 38 FGVPM Sahabat 39 FGVPM Sahabat 44 FGVPM Sahabat 45	2019	Felda Sahabat 45, Lahad Datu, Sabah	-
Kalabakan	2019		FGVPM Kalabakan Utara 1 FGVPM Kalabakan Tengah 1 FGVPM Kalabakan Selatan	2019	Peti Surat No. 62007, 91030 Tawau, Sabah	-
Umas	2019		FGVPM Umas 5 FGVPM Umas 6	2019	WDT 43,91009, Tawau, Sabah	-
Besout	2017		FGVPM Besout 6, FGVPM Besout 7	2017	35600 Sungkai, Perak	Certified
Trolak	2020		Felda Settlers	2020	Pejabat POS Sungkai, 35600 Sungkai, Perak	-
Krau	2017		FGVPM Krau 2 FGVPM Krau 4	2017	Peti Surat 17, 28700 Bentong, Pahang	Certified
Panching	2020		Felda Settlers	2020	Peti Surat 257, 25730 Kuantan, Pahang	-
Neram	2018		FGVPM Cherul 03	2018	Pejabat Pos Mini Felda Neram 1, 26160 Kuantan, Pahang	Certified
Mempaga	2019		Felda Settlers	2019	28600 Karak, Pahang	-
Chalok	2018		FGVPM Setiu 1	2018	21450 Setiu Terengganu	Certified
Sg Tengi	2019		Felda Settlers	2019	Felda Gedangsa, 44010 Kuala Kubu Bahru, Selangor	-
Serting	2018		FGVPM Palong 17 FGVPM Palong 18 FGVPM Palong 21	2018	Bandar Baru Serting, 72109 Jempol, Negeri Sembilan	Certified
Keratong 02	2018		FGVPM Bera Selatan 3	2018	Peti Surat 28, 26900 Bandar Tun Razak, Pahang	Initial Assessment
Keratong 03	2018		FGVPM Keratong 11	2018	Peti Surat 21, 26900 Bandar Tun Razak, Pahang	-
Pasoh	2020		Felda Settlers	2020	72300 Simpang Pertang,	-

					Negeri Sembilan	
Kerteh	2017	FASSB Kerteh FGVPM Semaring 01	2018	Beg berkunci No. 3, 23309 Ketengah Jaya, Terengganu	-	
Selendang	2017	FGVPM Selendang 3 FGVPM Selendang 4 FGVPM Selendang 5 FGVPM Berabong 1	2017	Pejabat Pos Kuala Rompin, 26800 Rompin, Pahang	Certified	
Selancar 2A	2020	Felda Settlers	2020	Peti Surat 98, 85007 Segamat, Johor	-	
Selancar 2B	2017	FGVPM Selancar 6 FGVPM Selancar 8 FGVPM Selancar 9	2017	Peti Surat 98, 85007 Segamat, Johor	Certified	
Jerangau Barat	2020	Felda Settlers	2020	Wakil POS Felda Jerangau, 21820 Ajil Terengganu, Terengganu	-	
Jerangau Baru	2017	FGVPM Rantau Abang 1 FGVPM Rantau Abang 2 FGVPM Chador 1	2018	Wakil POS Felda Jerangau, 21820 Ajil Terengganu, Terengganu	Certified	
Palong Timur	2017	FGVPM Palong Timur 4/5; FGVPM PALONG TIMUR 06	2017	Peti Surat 2, 73400 Gemas, Negeri Sembilan	Certified	
Serting Hilir	2018	FGVPM Tembangau 3 FGVPM Tembangau 5 FGVPM Tembangau 6 FGVPM Tembangau 7 FGVPM Tembangau 8 FGVPM Tembangau 9 FASSB Serting Hilir	2018	72120 Bandar Baru Serting, Negeri Sembilan	Initial Assessment	
Maokil	2017	FGVPM Maokil 6 FGVPM Maokil 7	2017	Jalan Kilang, Rancangan Felda Maokil, 85300 Labis, Johor	Certified	
Tenggaroh	2018	FGVPM Tenggaroh 9 FGVPM Tenggaroh 11 FGVPM Tenggaroh 13	2018	86810 Jalan Jemaluang, Mersing Johor	Certified	
Tenggaroh Timur	2017	GVPM Tenggaroh 12 FGVPM Tenggaroh Timur 2	2017	Karung Berkunci No. 534, 81907 Kota Tinggi, Johor	Certified	
Keratong 09	2017	FGVPM Bera Selatan 5 FGVPM Bera Selatan 7 FGVPM Merchong FGVPM Keratong Timur FASSB Merchong	2017	Peti Surat 32, 26900 Bandar Tun Razak, Pahang	Certified	
Kechau B	2017	FGVPM Kechau 6 FGVPM Kechau 8 FGVPM Kechau 9 FGVPM Kechau 10	2017	Peti Surat 57, 27200 Kuala Lipis, Pahang	Certified	
Chiku	2018	FGVPM Ciku 4 FGVPM Ciku 8	2018	Peti Surat 29, 18300 Gua Musang, Kelantan	Initial Assessment	

	Aring.A	2017	FGVPM Aring 2 FGVPM Aring 3 FGVPM Aring 4 FGVPM Aring 5 FGVPM Aring 6 FGVPM Aring 8 FGVPM Aring 10 FGVPM Aring 11 FGVPM Aring 15	2017	Kelantan, MALAYSIA	Certified
	Kemahang	2020	Felda Settlers	2020	Peti Surat 35, 17507 Tanah Merah, Kelantan	-
	Tersang	2020	Felda Settlers	2020	27600 Raub, Pahang	-
	Chini 2	2020	Felda Settlers	2020	26690 Chini, Pahang	-
	Chini 3	2017	FGVPM Terapai 1 FGVPM Chini Timur 4	2018	26690 Chini, Pahang	Certified
	Sampadi	2019	FGVPM Sampadi 1 FGVPM Sampadi 3 FGVPM Sampadi 4 FGVPM Sampadi 5 FGVPM Sampadi 6	2019	Peti Surat 18, 94507 Lundu, Sarawak	-
	Air Tawar	2020	Felda Settlers	2020	81900 Kota Tinggi, Johor	-
	Pontian United Plantation	2019	Pontian Fico Pontian Subok Pontian Orico Pontian Pendirosa Pontian Kuril Pontian Hilco Rawajaya Sdn Bhd Blossom Plantation Sdn Bhd	2019	KM52 off Jalan Sandakan-Lahad Datu, PO Box 60525, 91114 Lahad Datu, Sabah	-
	FGV Asian Milling Plantation	2021	Inco Setia Sdn Bhd Kronos Plantation Sdn Bhd Fortune Plantation Sdn Bhd BJ Corporatio Sdn Bhd	2021	Malaysia	-
	FGV Yapid Mas (Golden Land)	2021	15 Estate : Sri Kehuma Yapidmas AE Tanah Emas Corporation Bhd Ladang Kluang Yapidmas D Sri Mosta 1 Sri Mosta 2 Sri Mosta 3 Cepat Ringgit A Cepat Ringgit B Cepat Ringgit D Karamuak Sg Milian Sg Imbak	2021	Malaysia	-

			Kuamat Sg Imbak Kuamat			
	PT Citra Niaga Perkasa	2021	PT Citra Niaga Perkasa Estate	2021	Indonesia	-
	PT Temila Agro Abadi	2021	PT Temila Agro Abadi Estate	2021	Indonesia	-
	FGV estate without FGV mill (FGVPM Paloh)	2021	FGVPM Paloh Estate	2021	Malaysia	-
1.10.2	Progress of Associated Smallholders and Outgrowers for Certifiable Standard					
	There is no Associated Smallholders that's supply FFB to Aring A POM					

2.0	ASSESSMENT PROCESS
2.1	Assessment Team
ASA-1	<p>1. Moh Arif Yusni (Lead Auditor). Indonesian citizen. Bachelor of Agriculture, majoring on Plant Protection. Has a working experience for two years since 2010 as Operational staff in oil palm Plantation Company in Indonesia. Has been several times following audit related to sustainable palm oil certification system such as ISPO, RSPO and MSPO, with qualification of lead auditor since 2012. Has attending several trainings, i.e.: ISO 19011, ISO 9001; ISO 14001, RSPO Lead Auditor, ISPO Lead Auditor, OHS Expert, OHS Auditor based on National Government No. 50 year of 2012, SCCS and SA 8000. Expert in legality, worker welfare, safety, transparency, long term economic and supply chain (SCCS) aspect. At the time of audit has appointed to verify SCCS, legality, land dispute, worker welfare and social aspect.</p> <p>2. Steve Mualim (Auditor). Indonesia citizen. Master of Environmental and Natural Resources Management. Has experience as an environmental management consultant in 2012 and Sustainable palm oil assurance auditor since 2013. Has been attended several trainings i.e. : ISCC in house training, palm oil GHG emission, HCV management, ISPO lead auditor, RSPO lead auditor, labor and human rights issues, ISO 19011, and ISO 9001:2008. Has been conducted several audits for RSPO, ISPO and MSPO scheme since 2013 for best management practices, conservation, and environmental management. Fluent in Bahasa and Chinese Mandarin. At the time of audit has appointed to verify social, transparency, HCV and environmental aspect.</p> <p>3. Mohamad Amarullah (Auditor). Indonesian Citizen. Master of Wood Science and Technology and Bachelor of Forestry, majoring in Forest Product Technology. Has experiences as an Agronomist and Research Assistant in Indonesia and Malaysia from 2008 to 2014. Has attended several trainings such as Lead Auditor of ISPO, RSPO, ISO 17021, ISO 17065, ISO 9001, ISO 19001, ISO 14001, HCV, SCCS, etc. Has conducted several ISPO and RSPO audit scheme as a Lead Auditor since 2014, as well as MSPO in 2017 towards Legal, best management practices, environment, conservation, safety and supply chain aspect. Fluent in Bahasa, Malay and English. At the time of audit has appointed to verify OHS, best management practices and long term management plan aspect.</p> <p>4. Ebnu Holdoon Shawal. Malaysia Citizen. He graduated with Bachelor of Civil Engineering from University Tenaga Nasional in Malaysia. He has been completed the ISO 9001: 2008 QMS Lead assessor course for RABQSA – QM 785 (Exemplar Global) certified. He has an experience regarding the safety, health and environmental standard for construction works as an engineer for 1 year. He has gone for various RSPO audit including Felda POM, FGV Palm Oil Mill, Sime Darby Palm Oil Mill and United Plantation as auditors and have total 108 man days following the auditing activities. He has gone successfully completed and pass the Lead Auditor Course by Checkmark Training and Partners and undergone MSPO Training by SGS Training for both Scheme. He had attend 5 Certification Body workshop for RSPO in Malaysia and being part of technical working group of MSPO-ACB Document by Department of Standards Malaysia. During this audit he support to communicate with local stakeholder.</p>
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 auditors</p> <p>Number of days for ASA-1 at site: 5 days</p> <p>Number of working days for ASA-1at site : 15 Working days</p>
2.2.2	Assessment Process
ASA-1	<p>The assessment was conducted by measuring the sufficiency of implementation with the consistency done by the Aring A POM - Felda Palm Industries Sdn Bhd subsidiary of Felda Global Ventures Holdings Bhd o to the requirements of Malaysia National Interpretation - RSPO MY-NIWG of Principles and Criteria (P & C) for Sustainable Palm Oil Production endorsed by RSPO Board of Governors 6 March 2015 and Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014 revised June 2017 (Module E for CPO Mill)</p> <p>The assessment was conducted in three methods: (1) document review, aiming to observe the sufficiency of types or</p>

	<p>substances from required documents; (2) <i>interview</i>, aiming to obtain more detailed information and cross check the information; and (3) field observation, aiming to observe directly the sufficiency of implementation on site.</p> <p>Some opportunities for improvement of the results 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 ASA-1 assessment. All information obtained was recorded in Check List of PT Mutuagung Lestari (MUTU) and part of ASA-2</p> <p>The assessment program please find Appendix</p>
2.2.3	Locations of Assessment
ASA-1	<p>The number of management units of this activity consists of four estates that supply material FFB to the Aring A POM. In conducting the assessment, auditor team using formula $0.8 \sqrt{y}$ to determine the sample of and consider the issue of problems arising from the stakeholders as fundamental and critical. Based on this formula, the team of auditors determine the location of sample is 1 unit of mill and 3 estates (Aring 3 Estate, Aring 6 Estate and Aring 15 Estate).</p> <p>Aring A Mill</p> <ol style="list-style-type: none"> 1. Security Post. Observation and interview with Security Guard (<i>Polis Bantuan</i>) towards FFB reception, product delivery emergency situation handling, OHS and manpower aspects. 2. Weigh Bridge. Observation and interview with Weigh Bridge Operator towards FFB reception, product delivery, training/socialization, weigh device callibration and OHS. 3. Loading Ramp. Observation regarding on OHS aspect and interview with workers regarding on employment aspects. 4. Sterilizer, boiler and engine room. Observation and interview regarding to the implementation of OHS and employment aspects. 5. Workshop. Observation and interview with mechanic and welder related personnel understanding over the applicable SOP, infrastructure in mill, the implementation of occupational health and safety, medical examination, trainings from company and worker welfare. 6. Hoisting Crane. Observation and interview with operator related personnel understanding over the applicable SOP, infrastructure in mill, the implementation of occupational health and safety, medical examination, trainings from company and worker welfare. 7. Mill Drainage. Observations mill effluent lines, sanitation mill and flow of leaching mill. 8. Sedimentation Trap Pond. Observation on rainfall flows system on the mill. 9. WTP. Observations and interviews related to water management, recording of water use, health checks, PPE and waste management. 10. Hydrant. Simulate the facility of emergency. 11. Diesel Fuel tank. Observation related OHS and hazarardous material management 12. Central store. Observation for material handling and OHS, and worker welfare 13. Scheduled waste store. Observation related OHS and hazardous waste management 14. Effluent pond. Observation for palm oil mill effluent management 15. Continuous emission monitoring systems (CEMS). Observation for emission monitoring devices. 16. EFB burner. Monitoring for EFB waste management 17. Final effluent discharge. Observation for pome final discharge point 18. Water intake (Aring river). Observation for Aring mill water sources 19. Empty bunch area. Observation for EFB stacking area <p>Aring 3 estate</p> <ol style="list-style-type: none"> 1. Central workers housing. Observation for OHS, interview related worker welfare, HCV awareness, and etc 2. Fertilizer store. Observation related OHS and hazardous material handling 3. Chemical store. Observation related OHS and hazardous material handling 4. Premix area. Observation for agrochemical handling and OHS 5. PPE store. Observation for spraying team PPE storage 6. Diesel fuel tank. Observation for OHS and hazardous material handling 7. Ex agrochemical (fertilizer sack and chemical containers) waste store. Observation for ex agrochemicals containers handling

<p>Aring 6 estate</p> <ol style="list-style-type: none"> Domestic waste landfill block FN04. Observation for domestic waste management Central workers housing. Observation for OHS, interview related worker welfare, HCV awareness, and etc Fertilizer store. Observation related OHS and hazardous material handling Chemical store. Observation related OHS and hazardous material handling Premix area. Observation for agrochemical handling and OHS Clinic. Observation for OHS and workers welfare facilities PPE store. Observation for spraying team PPE storage Diesel fuel tank. Observation for OHS and hazardous material handling Ex agrochemical (fertilizer sack and chemical containers) waste store. Observation for ex agrochemicals containers handling. Scheduled waste store. Observation related OHS and hazardous waste management Workshop. Observation related OHS and worker welfare <p>Aring 15 estate</p> <ol style="list-style-type: none"> Domestic waste landfill block 13 PR 00F. Observation for domestic waste management Central workers housing. Observation for OHS, interview related worker welfare, HCV awareness, and etc Fertilizer store. Observation related OHS and hazardous material handling Chemical store. Observation related OHS and hazardous material handling Premix area. Observation for agrochemical handling and OHS PPE store. Observation for spraying team PPE storage Diesel fuel tank. Observation for OHS and hazardous material handling Ex agrochemical (fertilizer sack and chemical containers) waste store. Observation for ex agrochemicals containers handling. <p>Stakeholder Consultation</p> <ol style="list-style-type: none"> Surrounding communities. Interviews related to the issue of environmental pollution, land conflict issue, the company's contribution to society and the impact of corporate activities. Foreign Workers representative (Bangladeshi, India and Indonesian) Gender Committee (GPW) 	
2.3	Stakeholder Consultation and Stakeholders Contacted
2.3.1	Summary of stakeholder consultation process.
ASA-1	<p>Consultation of stakeholders for Kilang Aring A POM, FPISB held by:</p> <ol style="list-style-type: none"> Consultation meeting and interview with Internal and external; Stakeholder (labour union, contractor, orang asli and gender committee) Consultation with NGO (<i>Majlis Kebajikan dan Pembangunan Masyarakat Kebangsaan Malaysia</i>, Pesticide Action Network Asia & Pacific, Environmental Protection Society) public announcement in Mutuagung website on 03 September 2018 <p>Numbers of input from stakeholders were clarified by Kilang Kelapa Sawit Aring FPISB.</p>
2.3.2	Stakeholder contacted
	<i>Please find appendix 1</i>
2.4	Determining Next Assessment
	The next visit (ASA-2) will be determined eight (8) or twelve (12) months year after date of certificate.

3.0. ASSESSMENT FINDINGS

3.1. Summary of Assessment Report of the RSPO Certification

MUTUAGUNG LESTARI has conducted an assessment of Aring A POM Felda Palm Industries Sdn Bhd subsidiary of Felda Global Ventures Holdings Bhd operation consisting of one (1) mill and nine (9) oil palm estates.

During the assessment, there were three (3) Nonconformities were assigned against Major Compliance Indicators; three (3) nonconformity were assigned against Minor Compliance Indicators and four (4) 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 actions taken that consist of only three (3) Major Nonconformities were closed out and all minor Nonconformity still open and shall be verified during next assessment.

MUTUAGUNG LESTARI found that Aring A POM Felda Palm Industries Sdn Bhd subsidiary of Felda Global Ventures Holdings Bhd complied with the requirements of complied with the requirements of Malaysia National Interpretation - RSPO MY-NIWG of Principles and Criteria (P & C) for Sustainable Palm Oil Production endorsed by RSPO Board of Governors 6 March 2015 and Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014 revised June 2017 (Module E for CPO Mill)

Therefore MUTUAGUNG LESTARI Recommends RSPO Certification of compliance is continued

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>Aring A POM and its supply base has documented a stakeholders updated in 2018 listed on "<i>Senarai Stakeholder dalaman dan luaran</i>" consisting external/internal stakeholder e.g government agencies, villages surrounding company, local government instituion, FFB supplier and etc. Type of information that could be accessed by stakeholder was listed in document of "<i>Penyediaan Rujukan Dokumen Umum di Pejabat 2018</i>". Furthermore, list of publicly available information also listed on FGV website, therefore other parties can freely access those information provided by company.</p> <p>Certificate holder also has develop procedures listed on SOP "<i>Komunikasi Penglibatan dan Rundingan</i>" on June 1st 2016. This procedures explained that the submitted suggestions will be presented by the Head Unit to the relevant departments. The Personal in Charge for providing information and communication has been pointed for mill and each supply base (Aring 3 estate, Aring 6 estate, Aring 15 estate) based on clear appointment letter. Stakeholders meeting for Felda Complex "<i>Gugusan</i>" Aring have done on July 2nd 2018 that involve all parties related to the FGV operation. Objectives of this stakeholder meeting are to socialized all FGV policy and procedures related to RSPO certification and to informed stakeholder contribution towards Sustainable Palm Oil .</p>	
1.1.2	<p>FGV has established a procedure related to grievance and response to stakeholder referring to SOP "<i>Komunikasi, Penglibatan dan Rundingan</i>"-FGV/ML-1A/L2- Pri2 on June 2016. The information and procedure are made aware by the</p>	

management through muster morning meeting/roll call and policy related to it has been displayed at morning roll call meeting.

Communication Officer for Aring A mill and its supply base is responsible for identifying and planning the necessary information and shall be communicated / response plan to stakeholders and the depository; responses to incoming mail not later than two weeks after the letter was received; and then delivered to stakeholders with a receipt.

The company also shown communication logbook periods 2018 which describes letter date, PIC, applicant name, the institution, the request and the letter status. Document review shown during periods 2018, information request only appear on Aring 6 estate, meanwhile there is no request for information on Aring A mill, Aring 3 & 15 estate. All of information request on aring 6 estate has been responded by company on clear time frame and interviews with related stakeholders during public consultation acquired information that company have response all request for information from stakeholders.

Status: Comply

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

Certificate holder shown list of publicly available information for stakeholders listed on "*Penyediaan Rujukan Dokumen Umum di Pejabat 2018*" documents. It include the Land title of the management unit (mill and supply bases), Biodiversity report, Social impact assessment, waste management plan, complaint logbook, human rights policy, sustainbale policy, and etc.

This list is available at each unit when auditors conducting surveillance audit and can be accessed by internal and external stakeholders. If stakeholders ask for documents apart from the list, top management approval are needed. Interview with FGV management acquired information that list of publicly available information also listed on FGV website, therefore other parties can freely access those information provided by company.

Status: Comply

1.3

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

1.3

FGV code of conduct and integrity in all operations and transactions are documented and listed on policy "*Kod etika tatalaku petugas Kumpulan FGV*", dated January 2015. The code of ethical conduct has been made in Melayu and English language, and has to communicated to the workers in local languages due to workers understanding. Socialization for those policy has been done on morning roll call and displayed on the notice board on office areas, for examples on Aring 15 estate Roll call on July 3 2018 related policy for code of conduct.

Stakeholders meeting for Felda Complex "*Gugusan*" Aring have done on July 2nd 2018 that involve all parties related to the FGV operation. Objectives of this stakeholder meeting are to socialized all FGV policy related to RSPO certification including FGV business code of conduct. Based on interview for examples chemical store PIC, shown that workers have awareness related to FGV code of conduct. Observation on Aring 3, Aring 6, and Aring 15 housing also found that FGV policy has been listed on notice board on each housing, therefore workers can access those policy anytime.

Status: 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

The management unit has shown the compliance of local, national, international laws and regulation, such as MPOB license;

DOE license; there are certificate of fitness and inspections from JKPP, the mill has boiler mans and charge mans etc. During mill visit, sighted the mill effectively managing the chemical/lubricant store area with latest copies of SDS [Safety Data Sheet] displayed and the soft copies being maintained at mill's office as required by Classification, Labelling, and

Safety Data Sheet of Hazardous Chemicals (CLASS) Regulations 2013.

In estates, among the legal & other requirements evaluated were Classification, Labelling & Safety Data Sheet of Hazardous Chemicals Reg 2013, Pesticide Act 1974 (Act 149), Electrical Supply Act 1990 (amended 2015), Akta Kesatuan Kerja 1959, Immigration Act 1959, Passport Act 1966, Employee Provident Fund Act 1991, Weight and Measures Regulations 1981 (Act 71), Water Management Authority (Licensing) Regulation 2012, Estate Hospital Assistants (Registration) Act 1965 -rev. 1990, Employee Social Security Act 1969 etc and All foreign worker has had work permit and still valid, for example.

2.1.2 & 2.1.3

There is a "Legal & Requirements Register" established by the CDD (Certification and Due Diligent) and sent to each estate and mill. The evaluation of compliance is conduct once a year by manager and assistant manager of each management unit in accordance with procedure "*Pematuhan Undang-Undang dan Keperluan Lainnya*". Based on the evaluation on January 2018, In estates, among the legal & other requirements evaluated were Classification, Labelling & Safety Data Sheet of Hazardous Chemicals Reg 2013, Pesticide Act 1974 (Act 149), Electrical Supply Act 1990 (amended 2015), Akta Kesatuan Kerja 1959, Immigration Act 1959, Passport Act 1966, Employee Provident Fund Act 1991, Weight and Measures Regulations 1981 (Act 71), Water Management Authority (Licensing) Regulation 2012, Estate Hospital Assistants (Registration) Act 1965 -rev. 1990, Employee Social Security Act 1969 etc. Based on the evaluation Compliance Register, the general requirements and environmental concern has scored full compliance.

2.1.4

FGVP(M) already has procedures for changes / update of legislation in "*Prosedur Undang-Undang dan Keperluan Lainnya*". The source of regulation update is based on government act book, relevant industry associations, relevant government departments (such as Department of Environmental, Department of Safety and Health, Department of Labor), National Occupational Safety and Health Institute and MPOB. Each management has had PIC to update the relevant regulation.

Status: Comply

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

Management unit of Aring A POM and supply base is owned by Felde Palm Industries Sdn Bhd and is located at Mukim Relai, Jajahan Gua Musang, and Kelantan, Malaysia. This mill was commissioned in 1990 with a processing capacity of 54 MT/hr. The management unit have a clear legal lease from the state government in form of land use right (*Geran Hak Milik Sementara Tanah*) for an area of 20,916.81 Ha as follows :

Complex	Geran Tanah (Land Grant)			Area of Grant (ha)
	Estate	Start of Grant	End of Grant	
Aring POM	Aring 2	2009	2108	2,096.84
	Aring 3	2009	2108	2,038.44
	Aring 4	2009	2108	2,833.94
	Aring 5	2009	2108	1,733.30
	Aring 6	2009	2108	3,340.56
	Aring 8	2009	2108	3,677.60
	Aring 10	2009	2108	2,212.33
	Aring 11	2009	2108	1,801.00

	Aring 15	2009	2108	1,182.80	
Total				20,916.81	

2.2.2

The estates were seen compliance to "Manual Ladang Sawit Lestari" – document No. MLSL(Ed.2) – Sec. 2 (2.0) – Menanda Batu Sempadan. During field visit, sighted the estate's boundary / land area are not connected to any smallholder's land, government reserve land nor villages.

Documents verifications its known if Aring 6 and Aring 15 Estate monitoring boundaries stone conducted every six months and the company can show the results of monitoring in first semester 2018 in both estate, but in Aring 3 the monitoring of boundaries stone not yet conducted. Based on observation in sampled estates, it was known that estate boundaries were separated by tranches and drainage system. Furthermore, based on related legal documents verification, it was known that:

- There were about 233 and 128 boundary stones in Aring 6 Estate and Aring 15 Estate, respectively. However, based on census which carried out in the first semester 2018, it was identified that about 150 and 121 boundary stones were lost in Aring 6 Estate and Aring 15 Estate, respectively.
- Information towards boundary stones such as list of boundary stones, location map (coordinate) and census program in Aring 3 Estate were not available.

Based on that explanation, raised the Non-Conformance No 2018.01 with Minor category

2.2.3; 2.2.4; 2.2.5 & 2.2.6

Based on document verification and interview with surrounding communities representative from kampong Besut, there are no land disputes during last year. No communities nor individual has any implications for the legal status of their land or have been disputes since FGV has legal land titles by Kelantan States or by Felda to FGV for 99 years. . The presence of security force ensures a safe and harmonized environment at all time. FGVP(M) has had procedure for conflict solution which stated that the resolution involve the stakeholder.

2.2.2 Status: Non-Conformance No 2018.1 with Minor category
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; 2.3.3 & 2.3.4

There was no occurred the compensation regarding the land ownership and/or customer rights issues, but the company (FGVP) has procedure for compensation calculating (ML-1A/L2-PR12(0) Issued March 2012. In the procedure mentioned that the resolution will be processed with the involved parties regarding the issues raised and based the negotiation the compensation will be given in accordance with the calculating of compensation and all of negotiation will be involved the government agency such as Pejabat Tanah dan Jabatan Kemajuan Orang Asli (or the land government agency and the origin communities government agency).

All land in certification scope are properly leased, surveyed and marked. No record of other user customer right have arised. Records are available to show that the land leases comply with legal requirements which is. No communities nor individual has any implications for the legal status of their land or have been disputes since FGV has legal land titles by Kelantan States or by Felda to FGV for 99 years.

During field visit, sighted the estate not adjourn with any smallholder's plantations, government reserve, villages nor with government reserve forest. There is no evidence collected during this audit period for any legal, customary or user rights.

There was sighted also the Approval letter of "Permohonan Milik Tanah Kerajaan Bagi Tapak Perusahaan di Aring A, Mukim Relai, Daerah Chiku, Jajahan Gua Musang, Kelantari" from Pejabat Tanah dan Jajahan Gua Musang (Ref: MTGM 113/05(13) dated on 15 July 2010) was documented.

Status: 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 <p>Long term management plan for Aring A POM has prepared by Assistant, issued by Mill Manager and presented in "Rancangan 5 Tahun Felda Palm Industries Sdn. Bhd. (FPI SB) for period 2018 to 2022". Breakdown of long term management plan in monthly basis were available. The management plan has covers volume of FFB processed, technical quality projection, production cost, maintenance cost, etc. For example, projection of production cost which presented in RM/mt CPO) for period 2018 to 2011 were 46.88, 48.88, 49.80, 50.00 and 52.00, respectively.</p> <p>Long term management plan for Estates were prepared by Assistant, issued by Estate Manager and presented in Estate Budget for 2018 to 2022. The budget has covers production cost, FFB projection and price which referred to the MPOB. For example, projection of FFB production in Aring 3 Estate for period 2018 to 2022 were about 26,175 mt; 28,500 mt; 31,821 mt; 33,581 mt and 32,110 mt, respectively. Furthermore, projection of yield (ton FFB/ha) in Aring 6 Estate for period 2019 to 2021 were about 16.32 ton/ha, 16.89 ton/ha and 18.00 ton/ha, respectively. Meanwhile, estate production cost for period 2019 was RM 250.59/ton FFB or RM 5,099.64/ha. Moreover, projection of FFB production per ton FFB cost in Aring 15 Estate for period 2019 to 2021 were about RM 538 /ton; RM 539/ton and RM 541/ton.</p> <p>Mill and Estate Management mentioned long term projections were subjected to be changed and reviewed annually by Estate or Mill Manager, through considering actual trends and dynamic situation which predicted could be changed in the future. Furthermore, it was stated that there no plan for expansion on estate operational areas and mill processing capacity. Moreover, since there is no presence of peat soils in Aring Complex, peat management plan such as study on flooding, drainability and water management are not applicable.</p> 3.1.2 <p>According to year of planting data, it was known that palms in Aring Complex were planted in between 1990 to 2017. As per estate samples (Aring 3, Aring 6 and Aring 15 Estate), explanation of replanting program is describes as follows:</p> <ul style="list-style-type: none"> • According to planting record of Aring 3 Estate, it was known that palms were planted in between 2000 to 2013. Based on one cycle of planting (25 years), it was expected the next replanting will be carried out as early in 2025. • According to planting record of Aring 6 Estate, it was known that palms were planted in between 1990 to 2015/2016. Area planted in 1990 will be replant, starting from January 2019 in Field PM90E for about 204.62 ha. Second oldest of palms were planted in 2000. Hence, next replanting was expected to be carried out in 2025. Estate management mentioned that replanting will be conducted on terraces area through mechanical method (zero burning). • According to planting record of Aring 15 Estate, it was known that palms were planted in between 1993 to 2012. Area planted in 1993 will be replanted on 2025 in Field PM00L for about 48.43 ha. Second oldest of palms were planted in 2004 on Field PM04M. Hence, next replanting was expected to be carried out in 2037. <p>Estate management mentioned that in general replanting activities will be conducted on terraces area. Land preparation will be carried out through mechanical method (zero burning).</p>	
Status: 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 <p>Procedure of oil palm processing was presented in Mill Operation Manual dated January 2nd 2001 (Revised on February 19th 2016). Procedure has covers more than 139 activities (Code: FPI/L3/1-01 to FPI/L3/16-01), from FFB acceptance to product (CPO and PK) dispatch. Based on observation to Station of FFB grading, Loading Ramp, Sterilizer, Crane, Oil Room, Press, Nut and Kernel, Boiler and Engine Room, it was known that the worker has wear PPE as required by HIRADC, such as helmet, ear plug of ear muff, safety boots and mask. Furthermore, based on interview with all Operators, it could be concluded that all technical processing activities and safety aspect has implemented in accordance with the</p>	

procedures.

Procedures (SOP) of oil palm Agronomy was presented in Sustainable Estate Manual, issued in June 1st 2012 by Senior Vice President R&D, General Manager R&D (Plant and Health), Editor and Coordinator. It were divided into five documents, e.g.: No. MLSL (Ed. 2) Vol. I – Sec. 1 (1.0 – 20.0) about management on nursery; No. MLSL (Ed. 2) Vol. I – Sec. 2 (1.0 – 20.0) about replanting; No. MLSL (Ed. 2) Vol. I – Sec. 3 (1.0 – 11.0) about immature palm management; No. MLSL (Ed. 2) Vol. I – Sec. 4 (1.0 – 12.0) about mature palm management' and No. MLSL (Ed. 2) Vol. I – Sec.5 (1.0 – 8.0) about oil palm manuring. The SOP has covers all agronomy aspects such as land preparation, nursery, planting, field upkeep, weeds control, integrated pest management, harvesting management, soil fertility enhancement (manuring, by-products application). Based on field observation and interview with Foreman and several workers, such as:

- **Aring 3 Estate:** Harvesters in Field PM13K Block 20 (4 Bangladeshi); Pesticide Applicators in Field PM06F Block 5 (1 Indonesian and 2 Bangladeshi); and Fertilizer Applicators in Field PM13K Block 20 (4 Bangladeshi).
- **Aring 6 Estate.** Harvesters in Field PM13Q Block 34 (1 Indian and 1 Bangladeshi); Pesticide Applicators in Field PM08L Block 22 (1 Bangladeshi and 3 Indians); and Fertilizer Applicators in Field PM09M Block 25 (2 Indonesian Transporters and 3 Bangladeshi).
- **Aring 15 Estate:** Harvesters in Field PM11Q Block 7 (1 Indonesian and 1 Bangladeshi); Fertilizer Applicators in Fertilizer Store (2 Bangladeshi) in Field 05M Block 02; and Pesticide Applicators (2 Bangladeshi) in Field PM11Q Block 12.

(as interviewee results), it could be concluded that the workers were able to explain and demonstrate its job in accordance with the SOP, such as standard of ripeness, PPE to be used, considering wind flows during spraying process, pesticides and weeds target, prohibited areas to be sprayed (for example conservation area and riparian zone which marked by blue paint on the palm trunk).

Procedure of safe working practices towards pesticide application is presented in several documents such as No. FPI-PK-001 to FPI-PK-074 dated February 7th 2013 about procedure of occupational safety and health, which covers safety on each processing stations, general safety, safety riding (motorcycle and vehicle use); No. QOHSE 01 – 07 dated August 4th 2017 which covers safety on operational and laboratory; No. MLSL (Ed. 2) Vol. I – Sec. 4 (12.0); safety data sheet of agrochemicals; and hazard identification risk assessment determining control (HIRADC) for estates and mill. According to field observation to estate and mill, as well as interview with the respective workers, it could be concluded that in general the workers has understood the basic of safe working practices such as using a set of personal protection equipment (PPE), meaning of risk symbols, agrochemicals and hazardous materials handling, etc.

4.1.2

Update and distribution of SOP were conducted by Felda Global Ventures Plantations Malaysia (FGVPM), Felda Techno Plant Malaysia (FTPM), Felda Agriculture Services, Sdn. Bhd. (FASSB), Crop Protectionist, Plant Breeder, Agronomist, RSPO Coordinator and (OSHA) Coordinator. For monitoring of procedure consistency purposes, some mechanism had been conducted by Mill and Estates which presented in the following documents:

- Mill Advisory Progress Report for Aring A POM. Date of visit was on January 24th to 25th 2018. The report were consist of summary/significant issues, summary of recommendation, corrective action and preventive action. The report also describes action taken, completion date and status of achievement. As per August 31st 2018, among issues which still ongoing progress are: corroded on incinerator No. 3 and No. 4; corroded and perforated top wall plate of Nut Silo No. 1; Cleaning on Facultative Effluent Pond (No. 1 and No. 2); and cleaning of Algae No. 1 Pond.
- Management Review Meeting for Aring 3 Estate No. 01/2018 dated September 6th 2018; Task Force Consultancy and Agronomy Advisory Report dated June 28th 2018. Visit was conducted by FASSB.
- Plantation Advisor report dated March 8th 2018 and Agronomy report for Aring 6 Estate dated February 27th 2018. Visit was conducted by FASSB on the same date.
- RSPO Internal Audit for Aring 6 which conducted on July 25th 2018.
- Task Force or Plantation Advisor Report for Aring 15 Estate which presented in document Report No. (24) FGVHB/PAD/Laporan PA/2-2018 dated April 9th 2018. The visit was conducted by FASSB on February 13th-14th 2018.
- Agronomy report for FGV Aring 15 Estate dated February 28th 2018.

4.1.3

Estate and Mill management operational activities has monitored, documented and regularly reported, for example as follows:

- Agronomy related works record such as replanting work progress, fertilizer application, pesticide application, field upkeep work progress, daily harvesting, master chit, etc.
- Region work order record which compile all related contractor works and its cost.
- Actual budget record which informed cost of actual programme implementation (RM/ha).
- Daily Foreman notes which informed name of workers, type, location and quality of work.
- Internal audit.

The above records or report has informed raw data, analysis and mentioned summary notes. Estate and Mill operational records were saved on program namely "*Estate-Rangkaian Maklumat Ladang*" (eRML or Estate Information Connection) and "*Sistem Komputer Berintegras*" (SKB or Integrated Computer System), respectively. Both programme were used and updated on daily basis. All critical parameter points describes were need to be response and follow up by the respective person in charge (PIC) through action plan immediately. Progress of action plan were reported and submitted directly to the upper ordinate. Later on, each (priority) points were discussed, analyzed and presented in daily and monthly meeting by Manager. For example, Mill and Estates management were able to shows the latest minutes of estate-mill coordination meeting which conducted on June 11th 2018, July 2nd 2018 and August 6th 2018.

4.1.4

Procedure of third party FFB sources is presented in document No. FGV/FGVPM/II/QOSHE/15/012.1 dated April 1st 2016 (Revised in May 31st 2017). Procedure has covers scope, definition, reference, responsibility, activities, supplier information and requirements, purchasing, license, FFB grading, assessment, FFB quality, meeting, recording and procedure chart for request. All suppliers shall be clear on hectarage, location, yield, year of planting, planting material, projection of FFB and oil extraction rate (OER), managing agent, land ownership and current buyer. List of FFB third party suppliers for Aring A POM in 2018 was available. According to the list, it was informed there were totaling 28 third party FFB suppliers which consist of 9 Smallholders and 19 private company. All supplier has MPOB License. For example, MPOB License for Kukuh Cemerlang, Sdn. Bhd. and Padang Mutiara, Sdn. Bhd. were No. 508223702000 and 508434502000, respectively. Mill management unit was able to shows daily and summary records of FFB volume received from those suppliers above. For example, total FFB delivered from Kukuh Cemerlang and Padang Mutiara to Aring A POM for period January to August 2018 were 2,575.83 ton (19.11 kg/bunch) and 31.66 ton (19.25 kg/bunch), respectively.

Status: 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

Procedure of soil fertility management was presented in several documents, such as: No. MLSL (Ed. 2) Vol. I – Sec.5 (1.0 – 8.0) about oil palm manuring (chemical fertilizer); No. MLSL (Ed. 2) Vol. I – Sec.3 (3.0 – 4.0) about EFB application and Felda mulching; Agronomist Recommendation for EFB application in mature areas; and Procedure of Leaf and Soil sampling (Manual for Staff). Based on field observation, it was found several strategy had implemented which aims to enhance soil fertility such as:

- Manuring, for example as seen in Field PM13K Block 20 Aring 3 Estate and Field PM09M Block 25 Aring 6 Estate. There is no manuring activities in Aring 15 Estate during time of audit.
- EFB mulching as seen in Field PM06F Block 5 Aring 3 Estate, Field PM00F Block 11 Aring 6 Estate and Field PM00L Block 13 Aring 15 Estate. In mature are, EFB were stacked on the inter palms with dosage 20 ton/ha/year. Meanwhile in immature area, EFB were stacked on the palm circle with dosage 10 ton/ha/year.
- Planting of legume cover crop such as *Mucuna bracteata*, *Nephrolephis bisserata* and maintaining soft grasses on immature and terraces areas as seen on the entire sampled Estates, especially on replanting areas.

Based on observation and interview with Fertilizer Applicators in Field PM13K Block 20 Aring 3 Estate (4 Bangladeshi) and Field PM09M Block 25 Aring 6 Estate, it was known that all interviewee were able to explain and demonstrate several technical matters related to manuring activities, such as prohibition of application on riparian buffer zone, PPE to

be used, fertilizer dosage and placement and time of application.

4.2.2

Sampled estate management were able to show actual fertilizer application record during January to August 2018. According to fertilizer record on sampled Estates, it could be concluded that fertilizer program in 2017 were fully completed in April 2018 while program in 2018 were mostly 70-80 % had been completed. The program will be continued until the end of 2018. Several delay of application was due to delay of transportation delivery. However, in general fertilizer application has in accordance with schedule given by Agronomist from Felda Agricultural Services, Sdn. Bhd. (FASSB). Unit management mentioned that training to fertilizer Applicators was given by Assistant and Foreman through muster morning. Object of training are fertilizer placement and dosage, time of application, PPE used and areas which prohibited to be manured such as riparian zone and conservation areas.

4.2.3

Procedure of Leaf and Soil sampling (Manual for Staff) is presented in document No. MLSL (D.2) – Sec 5 (4.0) which consist of oil palm manuring on mature area method, quality, suitability implementation, environmental, safety and reference. The procedure also mentioned that leaf and soil analysis were conducted annually to be used as a basis of annual manuring recommendation calculation. Both analysis were carried out annually by FASSB. Leaf and soil analysis results for sampled estates is describes as follows:

- Leaf analysis results in Aring 3 Estate was presented in document Lab Code No. FRF20190001 dated January 15th 2018. Furthermore, soil analysis results was presented in document Lab. No. FRS20170194 dated January 26th 2016 which used for five years until 2021.
- Leaf analysis results in Aring 6 Estate was presented in document Lab Code No. FRF20180184 dated January 25th 2017 and No. FRF20190159 dated February 1st 2018. Furthermore, soil analysis results was presented in document Lab. No. FRS20170185 dated January 26th 2016 which used for five years until 2021.
- Leaf analysis results in Aring 15 Estate was presented in document Lab Code No. FRF20190160 dated February 2nd 2018. Furthermore, soil analysis results was presented in document Lab No. FRS20180177 dated February 28th 2017 which used for five years until 2022.

Leaf analysis includes dry matters percentage of nutrients on the leaf and rachis (N, P, K, Ca, Mg and B). Furthermore, soil analysis included pH, soil nutrient status and nutrients exchange cation capacity. Apart from leaf and soil sampling analysis, nutrient status of palms has also accessed through visual assessment of palm vigour and field condition by Agronomy and President Group task force.

4.2.4

Apart from chemical fertilizer application, organic fertilizer through by-product application towards EFB mulching has also conducted to enhance K (potassium) content, organic matters and keep soil moisture. Dosage recommended by Agronomist were 10 and 40 ton EFB/ha/year for immature and mature area, respectively. EFB mulching in immature and mature areas were applied on palm circle; and inter-palms and/or inter-rows, respectively. This is confirmed during field observation to Field PM06F Block 5 Aring 3 Estate, Field PM00G Block 11 Aring 6 Estate and Field 00L Block 13 Aring 15 Estate. Record of EFB application from January to August or September 2018 was available. For example, total EFB mulched in Aring 3, Aring 6 and Aring 15 were about 2,757.74 mt, 20.00 mt and 800.00 mt, respectively. Furthermore, nutrient cycle has also conducted through pruned fronds which stacked in the interrows or parallel with contour line and through planting of legume cover crop such as *Mucuna bracteata* and *Nephrolepis bisserata* on replanting areas. Nutrient N from *Mucuna* would be released after palm canopy has fully covered while nutrient K would release as after frond were fully degraded. These estate management strategy were confirmed during field observation, especially on terraces area in Aring 3, Aring 6 and Aring 15 Estate operational areas.

Status: Comply

4.3

Practices minimize and control erosion and degradation of soils.

4.3.1

Sampled Estates management were able to show soil type, topography/contour and elevation map with scale 1:10,000 and 1:38,000 dated June 11th 2007. Based on maps review, soil and terrain condition is described as follows:

- Aring 3 Estate were consist of three Malaysian Soil Series, e.g. Katong, Segamat and Local Alluvium. Furthermore,

Terrain condition were consist of 14.50 % flat, 22.08 % rolling to hilly and 63.42 % hilly to steep. Based on field observation, it was known that the area was dominantly hillocky with terraces planting pattern.

- Aring 6 Estate were consist of six Malaysian Soil Series, e.g. Musang, Jempol, Durian, Segamat, Local Alluvium and Katong. Furthermore, Terrain condition were consist of 13.30 % flat, 22.20 % rolling to hilly and 64.50 % hilly to steep. Based on field observation, it was known that the area was dominantly hillocky with terraces planting pattern.
- Aring 15 were consist of four Malaysian Soil Series, e.g. Musang, Durian, Tok Yong and Melaka. Furthermore, Terrain condition were consist of 3.00 % flat, 14.00 % rolling to hilly and 83.00 % hilly to steep. Based on field observation, it was known that the area was dominantly hillocky with terraces planting pattern.

Based on explanation above, it could be concluded that soil in Aring complex area were fully mineral and dominantly located on hillocky with hilly to steep area. Main limitation were probably due to hilly to steep condition. Apart from slope condition limitation, estates management has an opportunity to develop more detail on soil limitation for oil palm cultivation, based on soil type/series properties analysis. **OFI with observation.**

4.3.2 and 4.3.6

As mentioned in Indicator 4.3.1, it was known that Sampled estates were dominantly located on hillocky with hilly to steep area which lead to limitation due to terrain condition. This is confirmed during filed observation to Aring 3 Estate, Aring 6 Estate and Aring 15 Estate operational areas. To overcome this situation, estate management has had conducting several strategy which aims for soil and water conservation purposes, as observed on the field as follows:

- To adopt terraces planting pattern on hilly to steep areas.
- Pruned fronds were placed parallel to the contour line as useful to minimize surface runoff and fertilizer losses.
- Selective weeding to retain soft grasses which useful to minimize surface runoff and erosion.
- Planting of land cover crop such as *Mucuna bracteata* and *Nephrolepis bisserata*.
- Application of slow release fertilizer on sachet (NPK-Mg-Mix 8/3/25/2.5+0.5B) to minimize losses.

Apart from slope limitation, as for soil limitation associated with low soil fertility, estate management has had conducting several strategy such as soil texture and nutrient recovery through EFB mulching and manuring management through leaf and soil nutrient analysis, recommended by Agronomist from Felda Agricultural Services.

4.3.3

Program of road maintenance is presented in annual budget document of "Road Maintenance Period 2018". Activities included are grading, compaction and patching. Those activities was conducted by Local Contractors, for example namely Seri Bintang Indah Enterprise. Progress has been updated every month. For example, as seen on Letter of Aring 3 Estate Manager No. 01/A03/MEI/2018 dated June 6th 2018 and daily work record No. PPO-10 dated June 1st 2018, it was informed that road maintenance had conducted for about 8,000 m through grader and 2,600 through lateritic. Furthermore in Aring 6 Estate, it was informed that about 40,239 m of road has had repaired through grading and lateritic works. Based on field observation to Aring 3 Estate, Aring 6 Estate and Aring 15 Estate, it could be concluded that road conditions were considered satisfactory and easily passable for fruits extraction.

4.3.4 and 4.3.5

Based on information from estate management, verification on soil map and field observation, it could be concluded that there were no presence of peat soils within Aring Complex operational areas. Hence, these Indicators are not applicable.

4.3.1	Status: OFI with observation.
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4.4

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

4.4.1

Certificate holder has established procedures related water management/riparian mangement respectively Procedure *Pengenalpastian "Kawasan Cerun dan Rizab Sungai"* FGV/ML-1A/L2-Pr8 and "*Procedures Persampelan air*" ML-1A/L2-PR6(0).

Water management plan for Aring 3 estate, Aring 6 estate, Aring 15 estate and Aring A mill are listed on "*Pelan pengurusan air documents 2018*". Water source/ riparian that identified on each estate also described on Biodiversity report. As a renewability of water sources company also creating silt pit on estate. Field visit during audit for examples

on Merkir riparian PM06F block 1 Aring 3 estate and Lebir riparian PR15S block 5 Aring 6 estate found that riparian buffer zone has been marked (± 10 meter both sides) and sign based on "*Polisi Perlindungan Tanah Curam dan Rezab Sungai*" 2014.

Based on water management plant document review and field visit, it was known that water quality analysis in the inlet and outlet on Aring river (Aring 3 estate) were not been conducted since 2017. This is not in accordance with water management plan and procedure ML-1A/L2-PR6(0) about "*Persampelan air*" (Water Sampling) which mentioned that water quality testing with parameter BOD, COD, TSS and ammonical nitrogen (NH_3N) shall be conducted annually. shall be conducted annually. **Based on that explanation, raised the Non-Conformance No 2017.02 with Minor category**

4.4.2

There is no riverine/water course categorized as HCV on Aring 3 estate, Aring 6 estate, and Aring 15 estate. Water course has been identified and mapped in 1:60000 scale and listed on Biodiversity report for each estates. Based on identification, company have determine each riparian present as conservation areas non HCV eacg on estate for examples :

- Aring 3 estate : Janggit riparian, Merkir riparian, Aring riparian
- Aring 6 estate : Lebir riparian
- Aring 15 estate : Relai and Paloh riparian

Field visit during audit for examples on Merkir riparian PM06F block 1 Aring 3 estate and Lebir riparian PR15S block 5 Aring 6 estate found that riparian buffer zone has been marked (± 10 meter both sides) and sign based on "*Polisi Perlindungan Tanah Curam dan Rezab Sungai*" 2014. The company has marked the riparian border and there is a sign board of riparian areas identity, and restrictions of disturbing the protections area. Field visit in Aring A POM found that EFB were stacked nearby the water courses. Meanwhile, document of "*Jadual Pematuhan* (#004596)" mentioned that EFB shall be stacked minimum 100 m away from water course, which aims to avoid contamination on surface and ground water caused by leachate. **Aring a Mill are not able to demonstrate proper ways to protect local water course. Based on that explanation, raised the Non-Conformance No 2018.03 with Major category**

4.4.3

Procedures for palm oil mill effluent management are listed on procedures "*Makmal kawalan loji effulent*" FPI/L3/15-08. Aring A mill has conducted regular (every month) waste water testing. Regarding waste water discharging activities to water bodies, Aring A mill have "*Syarat lesen premis minyak kelapa sawit*" license Number 004596 on June 2018, valid until June 30th 2019.

Waste water testing result for January-August 2018 shown that all the test parameters are met the quality standards. For examples BOD on August are 23 mg/l and pH on August 2018 are 8,23. Field visit on Aring A mill shown there is no leakage indications and waste water treatment plant areas are maintained well. Effluent produced by Aring A palm oil mill is managed on Effluent Treatment Plant (consist of 7 pond) before it is discharged to waterways. Generally effluent quality monitoring is conducted regularly every month and result of testing are still comply with standard regulation.

4.4.4

Observations on Aring A POM water treatment plant found monitoring for raw and process water usage was done periodically, and flowmeters at outlet (inlet rom Aring river) serves normally. Water usage monitoring was done periodically and recorded, for example on August 2018 FFB processed 14,630 MT, process water usage 15,750 m³, and water usage efficacy was 1.08 m³/MT FFB processed (below 2018 budget 2.11 m³/MT FFB processed). Monthly raw water usage also monitored and reported into Monthly Engineering Department Progress Report. Regarding water extraction, Aring A mill also have water extraction permit based on decree from "*Jabatan air negeri Kelantan*" No license 0032/2011 valid until September 25th 2019.

4.4.1 **Status: Non-Conformance No 2018.02 with Minor category**

4.4.2 **Status: Non-Conformance No 2018.03 with Major category**

4.5

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

4.5.1

Estate management units has committed to adopting integrated pest management (IPM) which presented in procedure No. MLSL (Ed. 2) Vol. 1 – Sec. 3 and No. MLSL (Ed. 2) Vol. 1 – Sec. 4, for IPM in immature and mature palm management, respectively. Estate program for IPM were consist of census of pest (rat, leaf eating caterpillar and Ganoderma), biology control application (planting of beneficial plants, pheromone trap and census and monitoring of barn owl population) and IPM training. Realization of IPM program is presented as follows:

Census and Analysis

- Census and analysis results of pest attack were presented in document Form No. CDD-RSPO L1/K4.5/4.5.2. For example, rat census dated September 6th 2018 informed that rat attack more than economic threshold (5 %) were noted in Field PM00D Block 23 and Field PM00E Block 25 Aring 3 Estate for about 8.00 % and 9.89 %, respectively. To overcome this situation, application of rat bait with active ingredient *Chloropacinone* was recommended by Agronomist.
- Census and analysis results of pest attack were presented in document Form No. RSPO-P4/C.4.5/4.5.2. For example, rat census dated June 28th 2018 informed that rat attack more than economic threshold (5 %) were noted in Field PM01I and Field PM00H Aring 6 Estate for about 8.00 % and 21.00 %, respectively. To overcome this situation, application of rat bait with active ingredient *Chloropacinone* was recommended by Agronomist. Formerly, the census results as presented in Form No. CDD-RSPO L1/K4.5/4.5.2 dated March 15th 2018, it was informed that the attack were ranged about 40 % to 55 %. Thus, it could be concluded that rat bait has significantly reduce the number of incidence.
- Rat attack analysis has also conducted through rat baiting rotation analysis which recorded on “*Rekod Kemajuan Kerja Menabur Racun Tikus*”. For example, based on record during April 2018, it was informed that rat bait uptake was 8.34 %. Hence, baiting will be stop on the next period. Baiting was continued when uptake is more than 20 %.

Biological control

Based on field observation, estate management has adopting *Tyto alba* through barn owl box (BOB) installation for rat population control; and adopting beneficial plants such as *Turnera subulata*, *Cassia cobanensis* and *Antigonon leptopus* for leaf eating caterpillar population control. BOB were sighted on Field PM13K Block 20 Aring 3 Estate, Field PM08L Block 22 Aring 6 Estate and Field PM11Q Block 6/7 Aring 15 Estate. Every box was expected to covers rat population control areas about 10 to 30 ha.

In order to avoid P&D (include weeds) resistance and prophylactic uses of pesticide, estate management had substitute and/or rotate the use of pesticides for the same target, for example, in term of broad leaf control such as *Ageratum conyzoides*, *Boreiva alata* and *Mikania micranta*, the use of Ally 20 F (Methyl Metsulfuron) could be substitute with Garlon (Triclophyr Butoksi Ester) or Genee (Ammonium Glufosinat).

4.5.2

Estate management unit has conducting several trainings which aims to maintain workers knowledge and skills towards IPM, for example as follows:

- Safety and PPE for pesticide applicator has conducted on March 6th 2018, attended by 14 pesticide applicators of Aring 3 Estate.
- Pesticide preparation, application and management has conducted on April 11th 2018, attended by 14 pesticide Applicators of Aring 6 Estate.
- Safety working practices, PPE usage and devices management had conducted on august 26th 2018 attended by 20 pesticide applicators of Aring 6 Estate.
- Chemical handling and safe working practices of pesticide application has conducted in Field PM00L Aring 15 Estate on June 28th 2018, attended by 8 pesticide applicators of Aring 15 Estate.

Based on field observation and interview with Foreman and pesticide applicators in Field PM06F Block 5 Aring 3 Estate, Field PM08L Block 22 Aring 6 Estate and Field PM04M Block 12 Aring 15 Estate, it could be concluded that the workers were able to explain and demonstrate its job in accordance with the SOP, such as justification of pesticide usage, considering wind flows during spraying, pesticide mixing, pesticides and its target, prohibited areas to be sprayed (for example HCV area and riparian zone, as well as PPE's to be used and its management.

Status: Comply

4.6
Pesticides are used in ways that do not endanger health or the environment
4.6.1

Procedure No. MLSL (Ed. 2) Vol. I – Sec. 3 and No. MLSL (Ed. 2) Vol. I – Sec. 4 has mentioned that the use of agrochemical should be based on census analysis evaluation when the level of incidence is more than economic threshold level (ETL). In order to avoid P&D (include weeds) resistance and prophylactic uses of pesticide, estate management had substitute and/or rotate the use of pesticides for the same target, for example, in term of broad leaf control such as *Ageratum conyzoides*, *Boreiva alata* and *Mikania micranta*, the use of Ally 20 F (Methyl Metsulfuron) could be substitute with Garlon (Triclophyr Butoksi Ester) or Genee (Ammonium Glufosinat). Furthermore, according to the list of pesticide and observation to agrochemicals Store in sampled estates, it could be concluded that all pesticide used were listed on Approved List of Pesticides Registered for Oil Palm (wef April 2007) “this is to inform that the latest list of pesticides for use in oil palm (food act 1983) is enclosed herewith, Members are advised to use only pesticides which were approved by the Pesticides. Unit management stated that justification of pesticide uses shall be based on census analysis.

Based on field observation and interview with Foreman and pesticide applicators in Field PM06F Block 5 Aring 3 Estate, Field PM08L Block 22 Aring 6 Estate and Field PM04M Block 12 Aring 15 Estate, it could be concluded that the workers were able to explain and demonstrate its job in accordance with the SOP, such as justification of pesticide usage, considering wind flows during spraying, pesticide mixing, pesticides and its target, prohibited areas to be sprayed (for example HCV area and riparian zone, as well as PPE's to be used and its management.

4.6.2

Record of pesticide used is presented in document of pesticide uses record and monthly manager report. Records of pesticide uses recapitulation from 2017 and January to August 2018 in all sampled estates were available. Among active ingredients of herbicide used are Methyl Metsulfuron, Triclopyr Butoxy Ethyl Ester, Isopropyl Amine Glyphosate, Indaziflam, Ammonium Glufosinat and Diuron. Meanwhile for pest, there was only Chlorophacinone used for rat population control. Management of other pest such as leaf eating caterpillar and *Oryctes* were conducted through biological approach. According to pesticide used records, it could be concluded that estate management has monitor and records the use of pesticides satisfactory. The LD-50 data was provided on the safety data sheet (SDS) which was available on the Chemical store.

4.6.3

Estate management unit has program to minimize the use of pesticides, as follows:

- Has only use pesticide when census analysis were above its economic threshold level. For example, census and analysis results of rat attack which presented in document Form No. RSPO-P4/C.4.5/4.5.2 dated June 28th 2018 informed that rat attack more than economic threshold (5 %) were noted in Field PM01I and Field PM00H Aring 6 Estate for about 8.00 % and 21.00 %, respectively. To overcome this situation, application of rat bait with active ingredient Chloropacinone was recommended by Agronomist. Formerly, the census results as presented in Form No. CDD-RSPO L1/K4.5/4.5.2 dated March 15th 2018, it was informed that the attack were ranged about 40 % to 55 %. Thus, it could be concluded that rat bait has significantly reduce the number of incidence.
- Apart from agrochemical application, adopting biological method for pest population control were also conducted, e.g.: Adopting *Tyto alba* through barn owl box installation for rat population control as seen on Field PM13K Block 20 Aring 3 Estate, Field PM08L Block 22 Aring 6 Estate and Field PM11Q Block 6/7 Aring 15 Estate and adopting beneficial plants such as *Turnera subulata*, *Cassia cobanensis* and *Antigonon leptopus* for leaf eating caterpillar population control.

In order to avoid P&D (include weeds) resistance and prophylactic uses of pesticide, estate management had substitute and/or rotate the use of pesticides for the same target, for example, in term of broad leaf control such as *Ageratum conyzoides*, *Boreiva alata* and *Mikania micranta*, the use of Ally 20 F (Methyl Metsulfuron) could be substitute with Garlon (Triclophyr Butoksi Ester) or Genee (Ammonium Glufosinat).

4.6.4

Based on pesticide used records in 2018 which presented in Indicator 4.6.1 and 4.6.2 and observation to chemical store in all sampled estates, it could be concluded that there is no pesticides listed in WHO Appendix 1A, 1B and/or listed in

Stockholm or Rotterdam Convention as well as paraquat. Moreover, all pesticides used by those Estates were listed on Provision of Pesticides Act 1994 and USECHH 2000. However in 2017 backward, there were uses of paraquat, which all had fully eliminated since 2017 (zero paraquat). This is in accordance with CEO of FGVPM commitment which presented in Letter No. (27) 010810/HQ/JAB.OP.17/Plantation-AM dated May 8th 2017.

4.6.5

Hazardous chemical handling procedure observed in Safety, Health and Environmental Manual – Section 19. Estate management unit has conducting several trainings which aims to maintain workers knowledge and skills towards IPM, for example such as: training on safety and PPE for pesticide applicator has conducted on March 6th 2018, attended by 14 pesticide applicators of Aring 3 Estate; training on pesticide preparation, application and management has conducted on April 11th 2018, attended by 14 pesticide Applicators of Aring 6 Estate; training on safety working practices, PPE usage and devices management had conducted on august 26th 2018 attended by 20 pesticide applicators of Aring 6 Estate; and training on chemical handling and safe working practices of pesticide application has conducted in Field PM00L Aring 15 Estate on June 28th 2018, attended by 8 pesticide applicators of Aring 15 Estate.

Based on field observation and interview with Foreman and pesticide applicators in Field PM06F Block 5 Aring 3 Estate, Field PM08L Block 22 Aring 6 Estate and Field PM04M Block 12 Aring 15 Estate, it could be concluded that the workers were able to explain and demonstrate its job in accordance with the SOP, such as justification of pesticide usage, considering wind flows during spraying, pesticide mixing, pesticides and its target, prohibited areas to be sprayed (for example HCV area and riparian zone, as well as PPE's to be used and its management.

However, based on observation to PPE Store, it was known that PPE were not in place, whereas there is not pesticide application activity. Estate management informed that the respective workers were appointed to conduct manual upkeep in Field PM11Q Block 12 Aring 15 Estate. However, based on Interview with Pesticide Applicators in the particular Block, it was stated that the PPE such as Respirator, Apron, Goggle, Safety Helmet and Rubber Gloves were bring and placed in dormitory. Meanwhile, safety working procedure for PPE usage No. FGV/PM/L3/PK-25 dated April 1st 2014 Point 4.2.6 which mentioned that all PEE shall be stored on special place, provided by estate management. Hence, estate management is not be able to shows that management of PPE placement has in accordance with the safety working procedure. **Based on that explanation, raised the Non-Conformance No 2018.04 with Major category**

4.6.6

Procedure of agrochemical management was presented in document No. FGVPM/L3/PK-04 dated April 1st 2014. SOP has covers scope of management, definition, technical procedure of chemicals acceptance, moving, storage, delivery and distribution, transportation to the field, safety uses (before, during and after application), mixing, powder pesticide, emergency action, recording management control and disposal. Based on observation to agrochemical store in Aring 3 Estate, Aring 6 Estate and Aring 15 Estate Office, it was found that pesticides were stored properly by adopting first in first out method, grouped into toxicity category, limited accessed and labelled in accordance with its hazardous properties. Used pesticide containers were triple rinsed by estate management. Furthermore, based on observation to estate housing areas, it could be concluded that used pesticide containers were not used for domestic household purposes.

4.6.7 and 4.6.9

Work instruction on pesticide application has follows technique presented in Safety Data Sheet (SDS) of pesticide products, Hazard Identification Risk Assessment Determining Control (HIRADC) and procedure No. FGVPM/L3/PK-04 dated April 1st 2014 about agrochemical management.procedure has covers scope of management, definition, technical procedure of chemicals acceptance, moving, storage, delivery and distribution, transportation to the field, safety uses (before, during and after application), mixing, powder pesticide, emergency action, recording management control and disposal. The Company has conducting several trainings which aims to maintain workers knowledge and skills towards safe pesticide application, as mentioned in Indicator 4.6.5. The company has no smallholders' scheme. Hence, training has only available for internal workers.

Based on field observation and interview with Foreman and pesticide Applicators in Field PM06F Block 5 Aring 3 Estate, Field PM08L Block 22 Aring 6 Estate and Field PM04M Block 12 Aring 15 Estate, it could be concluded that the workers were able to explain and demonstrate its job in accordance with the SOP, such as justification of pesticide usage,

considering wind flows during spraying, pesticide mixing, pesticides and its target, prohibited areas to be sprayed (for example conservation area and riparian zone, which were marked with white-blue poles) as well as PPE's to be used and its management. When it was time for lunch, all devices includes PPE's were placed separately with eating and food area. Clean water and soap were provided by estate management for hands washed up. This has expected to prevent food contamination from chemicals. Pesticide applicators has also mentioned that pregnant and breastfeeding women are strictly prohibited to works related with agrochemicals. The workers also able to explain and demonstrate pesticide handling technique such as storage of used containers on the Scheduled Waste Store, can't be reused for household purposes, PPE to be used, emergency action of pesticide incidence and cholinesterase testing which conducted once a year. Furthermore, based on field observation to Pesticides Warehouse in Aring 3 Estate, Aring 6 Estate and Aring 15 Estate Office, it was found that all MSDS were available and match with pesticide stocks, symbols of risk and hazardous level, instruction and PPE used were displayed properly. Furthermore there are Pre mixing area as pesticide mixing and PPE's place in both estates. Moreover, observation to housing complex shows that there was no use of discarded pesticide containers and other agrochemicals for domestic household purposes.

4.6.8

Based on field observation and information form estate management, it was informed that there were no pesticide application by plane through the air. All pesticides has applied through spraying and baiting.

4.6.10

Procedure of agrochemical management was presented in document No. FGVPM/L3/PK-04 dated April 1st 2014. SOP has covers scope of management, definition, technical procedure of chemicals acceptance, moving, storage, delivery and distribution, transportation to the field, safety uses (before, during and after application), mixing, powder pesticide, emergency action, recording management control and disposal. Furthermore, procedure of triple rinsed for used containers (hazardous material) was presented in procedure No. FGVPM /L3/ PK-33 dated May 20th 2018.

Based on interview with officer on Pesticide Store and Scheduled Waste Store in Aring 3 Estate, Aring 6 Estate and Aring 15 Estate, it was known that all used pesticide containers were three times rinsed/washed, holed and labelled before stored in the hazardous waste warehouse. The amount and type of waste discarded has recorded on the balance report. Furthermore, based on interview with pesticide applicators in Field PM06F Block 5 Aring 3 Estate, Field PM08L Block 22 Aring 6 Estate and Field PM04M Block 12 Aring 15 Estate, it could be concluded that the workers were able to explain and demonstrate pesticide handling technique such as storage of used containers on the Scheduled Waste Store and can't be reused for household purposes. Moreover, based on observation to central employees housing area, it could be concluded that there were no used pesticide containers which reused for domestic purposes. All used containers were send and stored on the schedule waste Store, but The company has encourage to ensure that used pesticide containers from contractor activities has been managed following estate procedure. (OFI No 2). The record of used pesticide containers balance was available.

4.6.11

All estate management were able to shows Medical Surveillance Report which included Cholinesterase and Spirometry testing analysis for all workers related to pesticide application and handling. All medical testing in samples estates were conducted by doctor (DOSH Reg. No. HQ/08/DOC/00614(0) from Clinic of Syed Badaruddinn, Sdn. Bhd. in Kuantan. Special testing for pesticide applicators (Cholinesterase) has refers to Use and Standard of Exposure of Chemicals Hazardous to Health – Regulation 2000, Act 514. Summary of specific annual medical surveillance is describes as follows:

- Medical surveillance and Cholinesterase test for Aring 3 Estate workers was conducted on March 16th and 23rd 2018. The results indicates that 14 pesticide related workers were fit to works which may expose to chemicals.
- Medical surveillance and Cholinesterase test for Aring 6 Estate workers was conducted on March 19th 2018. The results indicates all 21 pesticide related workers were fit to works which may expose to chemicals.
- Medical surveillance and Cholinesterase test for Aring 15 Estate workers was conducted on March 19th 2018. The results indicates all 12 pesticide related workers were fit to works which may expose to chemicals.

Based on interview with Pesticide Applicators in Field PM06F Block 5 Aring 3 Estate, Field PM08L Block 22 Aring 6 Estate and Field PM04M Block 12 Aring 15 Estate, it was stated that medical checkup includes cholinesterase and spirometry was conducted annually. It also stated that applicators were never been feel any irritation on skin, eyes and

respiratory system, due to pesticide application activities.

4.6.12

The company has policy which mentioned that pregnant and breastfeeding women is prohibited to works related to agrochemicals (included pesticide). This policy has also presented in Estate Manager Letter on January 2018. According to list of pesticide applicator in Aring 3 Estate, Aring 6 Estate and Aring 15 Estates, it was known that all applicators were male. Based on interview with pesticide applicators in Field PM06F Block 5 Aring 3 Estate, Field PM08L Block 22 Aring 6 Estate and Field PM04M Block 12 Aring 15 Estate, it was stated that there were not female applicators. Furthermore, based on interview with Gender Committee – Kelab Keluarga Daya Budi (KKD), it was stated that pregnant and breastfeeding women were prohibited works with pesticide.

4.6.5 Status: Non-Conformance No 2018.04 with Major category

4.7

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

4.7.1

Policy on safety is presented in document of “*Dasar Kualiti, Keselamatan Kesihatan Pekerjaan dan Alam Sekitar*” of Basic Quality, Occupational Health and Safety and Environment, issued by Group President CEO on April 1st 2016 (Revised on February 1st 2017). The policy mentioned that the company has committed to delivering value to our stakeholders by operating in a sustainable and environmentally manner. This providing a safe and healthy work environment and balancing business objectives with environmental interest. In line with FGV to comply with all relevant Health, Safety and Environment (HSE) laws and regulations; to manage HSE risk and allocate resources to eliminate incidents, accidents, occupational poisonings, environmental impact, pollution and work-related illnesses; to inculcate HSE awareness among all employees and interested parties and cultivate an HSE-centric culture; to enjoin customers, business partners and third party providers of goods and services to support HSE objectives and programs, as well as to adopt continual improvement measures to align FGV’s HSE standards towards global best-practices. The policy has written in Bahasa. Based on observation to Aring A POM, Aring 3 Estate, Aring 6 Estate and Aring 15 Estate, it was found that safety policy has displayed on the Office and Stations. Furthermore, workers in Mill and Estates mentioned that the management has deliver socialization towards safety working practices through training, safety briefing and safety meeting during daily morning muster.

Program of OSH was presented in document Form No. FGVP/M/L4/PP 9.1 Pind.0. The program was monitor and evaluate every month and its achievement will be discussed during quarter OSH Committee meeting. To verify OSH implementation, both mill and estate management has conducting daily inspection and safety briefing before works. Several evidence towards OSH program such as OSH monitoring report, safety related trainings, HIRADC, medical testing and report and OSH Committee quarterly meeting were available.

4.7.2

Aring A POM

Hazard Identification Risk Assessment Determining Control (HIRADC) for Aring A POM is presented in document Form No. FPI/L4/QOHSE-1.4 Pind.2 dated May 31st 2018. This document has describes step of work/job, hazards identification, effect of hazard, existing control, type of control, probability, severity, risk assessment, and recommended risk control, implementation and checking. This HIRADC has refers to the OSH Act 1994 and Mill and Machine Act 1967. Furthermore, Mill has Chemicals Hazard Risk Assessment (CHRA) which conducted on July 22nd 2014, lead by Assessor with DOSH Reg. No. JKPP HIE 127/171-2(85). CHRA for Aring A POM has covers activities in seven work units, e.g. laboratory personnel, boiler man, water treatment plant (WTP) operator, store personnel, mechanical technician, scheduled waste personnel and electrical technician.

Medical surveillance for Aring A POM workers in 2017 was conducted by doctor (DOSH Reg. No. HQ/08/DOC/0018) from Clinic of Syed Badaruddinn, Sdn. Bhd. in Kuantan on May 13th 2017, while in 2018 medical surveillance was conducted by the same doctor but now under Occumed Consultancy and Services, Sdn. Bhd. in Kuantan on September 9th 2018. Furthermore for special health monitoring like Audiometric or hearing test, it was conducted on March 16th 2018 by doctor (DOSH Reg. No. HQ/13/DOC/00/330) from Specialist Mobile Safety Supplies, Sdn. Bhd. in Melaka. Audiometric test shows that there were 16 Operators has noted with standard threshold shift. As response, the following audiometric test will be conducted on October 1st 2018 as shows in Letter No. (28) 4044/ARGA/840A/5 dated August 3rd 2018. Based on observation and interview with Operators in Station of Crane, Press, Nut and Kernel and Boiler and

Engine Room, it was known that hearing test (Audiometric) has conducted annually. For operator works in area more than 85 dB, mill management has provide earplug or earmuff as PPE.

Aring 3 Estate, Aring 6 Estate and Aring 15 Estate

HIRADC for Aring 3 Estate, Aring 6 Estate and Aring 15 Estate are presented in document Form No. FGVM/L4/PP-1.2 dated January 22nd 2018; No. FGV/FGVM/IV/IMS/15/1.2 dated February 11th 2018; and No. FGVM/L4/PP-1/2 dated May 5th 2018, respectively. Points describes on Estate HIRADC were same as mentioned in mill HIRADC. Based on mill and estates HIRADC document review, it could be concluded that the HIRADC has covers all actual activities implemented on mill and estates. Based on interview with workers on the mill and estates, training towards safe working practices has conducted annually. Furthermore, it also mentioned that estate and mill management has deliver socialization towards safety working practices through safety campaign, safety briefing and safety meeting.

Most updated CHRA review for Aring 3 Estate, Aring 6 Estate and Aring 15 Estate were conducted on April 4th 2014, September 8th 2015 and September 20th 2017, respectively, led by Assessor with DOSH Reg. No. JKPP HIE 127/171-2(85) and No. JKPP IH 127/171-2(08). CHRA in estate has cover several activities, i.e.: agrochemicals (pesticide and fertilizer) storage, premixed, application and transportation; diesel loading and filling up; and water treatment.

All estate management were able to shows Medical Surveillance Report which included Cholinesterase and Spirometry testing analysis for all workers related to pesticide application and handling. All medical testing in samples estates were conducted by doctor (DOSH Reg. No. HQ/08/DOC/00614(0) from Clinic of Syed Badaruddinn, Sdn. Bhd. in Kuantan. Special testing for pesticide applicators (Cholinesterase) has refers to Use and Standard of Exposure of Chemicals Hazardous to Health – Regulation 2000, Act 514. Summary of specific annual medical surveillance is describes as follows:

- Medical surveillance and Cholinesterase test for Aring 3 Estate workers was conducted on March 16th and 23rd 2018. The results indicates that 14 pesticide related workers were fit to works which may expose to chemicals.
- Medical surveillance and Cholinesterase test for Aring 6 Estate workers was conducted on March 19th 2018. The results indicates all 21 pesticide related workers were fit to works which may expose to chemicals.
- Medical surveillance and Cholinesterase test for Aring 15 Estate workers was conducted on March 19th 2018. The results indicates all 12 pesticide related workers were fit to works which may expose to chemicals.

Based on interview with Pesticide Applicators in Field PM06F Block 5 Aring 3 Estate, Field PM08L Block 22 Aring 6 Estate and Field PM04M Block 12 Aring 15 Estate, it was stated that medical checkup includes cholinesterase and spirometry was conducted annually.

4.7.3

Aring A POM management is able to shows evidence of several safety related trainings, such as training on hearing conservation program has conducted on January 30th 2018, attended by 31 operators; training on fire drill has conducted on May 2nd 2018, attended by 59 workers; training on manual handling ergonomic for maintenance workers and Electrician has conducted on July 20th 2018, attended by 11 Workers; and safety training for contractor has conducted on March 21st 2018, attended by 7 Contractors representative.

Based on observation and interview with Operators in Station of FFB Grading, Crane, Loading Ramp, Press, Nut and Kernel, Oil Room, Boiler and Engine Room, it could be concluded that all Operators were able to explained and demonstrate technical work matters, in accordance with SOP, as well as safety aspects such as PPE usage, type of PPE and periodic medical checkup, as mentioned in HIRADC. The workers stated that PPE such as safety helmet, safety shoes, ear plug or ear muff and mask were provided by Mill Management and easily replaced if damaged.

Aring 3 Estate, Aring 6 Estate and Aring 15 Estate

Estates management is able to shows evidence of several safety related trainings, such as training on safety and PPE for pesticide applicator has conducted on March 6th 2018, attended by 14 pesticide applicators of Aring 3 Estate; training on safe working practices for harvesters has conducted on February 20th 2018, attended by 19 Harvesters of Aring 3 Estate; training on pesticide preparation, application and management has conducted on April 11th 2018, attended by 14 pesticide Applicators of Aring 6 Estate; training on safe working practices, PPE usage and devices management had conducted on august 26th 2018m attended by 20 pesticide applicators of Aring 6 Estate; and training on chemical

handling and safe working practices of pesticide application has conducted in Field PM00L Aring 15 Estate on June 28th 2018, attended by 8 pesticide applicators of Aring 15 Estate.

Based on field observation and interview with Foreman and several workers, such as:

- **Aring 3 Estate:** Harvesters in Field PM13K Block 20 (4 Bangladeshi); Pesticide Applicators in Field PM06F Block 5 (1 Indonesian and 2 Bangladeshi); and Fertilizer Applicators in Field PM13K Block 20 (4 Bangladeshi).
- **Aring 6 Estate:** Harvesters in Field PM13Q Block 34 (1 Indian and 1 Bangladeshi); Pesticide Applicators in Field PM08L Block 22 (1 Bangladeshi and 3 Indians); and Fertilizer Applicators in Field PM09M Block 25 (2 Indonesian Transporters and 3 Bangladeshi).
- **Aring 15 Estate:** Harvesters in Field PM11Q Block 7 (1 Indonesian and 1 Bangladeshi); Fertilizer Applicators in Fertilizer Store (2 Bangladeshi) in Field 05M Block 02; and Pesticide Applicators (2 Bangladeshi) in Field PM11Q Block 12.

it could be concluded that all workers were able to explained and demonstrate technical work matters, in accordance with SOP, as well as safety aspects such as PPE usage, type of PPE and periodic medical checkup, as mentioned in HIRADC. The workers stated that all PPE were provided by Estate Management and easily replaced if damaged.

However, based on field observation, it was noted as follows:

- Based on interview with Harvesters, Fertilizer Operators and Pesticide Operators in Aring 3 Estate, as well as review on PPE delivery records 2017 and 2018, it was known that PPE Boot were only provided once a year. When the boot is broken, the worker will buy the boot by himself, for example as sighted to Fertilizer Applicators.
- Based on observation to manuring activities in Field PM09M Block 25 Aring 6 Estate, it was found that Fertilizer Transport Workers (on vehicle named TOUGHFAR) were not equipped with safety helmet and safety shoes, while Fertilizer Applicators were not equipped with Masker. Those were not in accordance with OSH working procedure No. FGVP/ML3/PK-31 about "*Penggunaan Jentera Badang*" dated October 2nd 2015 Point 6.3.

Hence, it could be concluded that Mill and Estate management are not be able to shows that all PPE were adequately provided to cover all potentially hazardous operations. **Based on that explanation, raised the Non-Conformance No. 2018.05 with Major category**

4.7.4

Aring A POM

OSH Committee of Aring A POM for period 2018 is presented in document No. FPI/L1/QOHSE-1.0. The committee has consist of Manager which assisted by representatives from Operation Division, Maintenance Division and Labor Union. Appointment of committee members is presented in the Letter of Mill Manager No. (35) FPI/L4/Job Description dated January 1st 2018. Records of OSH Quarterly Committee Meeting were available. Mill management was able to shows minutes of meeting dated August 30th 2018, May 23rd 2018 and February 28th 2018. For example, OSH minutes meeting dated August 30th 2018 has attended by Manager, Assistant, Supervisor, 11 Workers (Operators) and 2 FELSCO (security) representatives.

Aring 3 Estate, Aring 6 Estate and Aring 15 Estate

Appointment Letter of OSH Committee Officer for Aring 3 Estate, Aring 6 Estate and Aring 15 Estate are presented in document Letter of General Manager of Aring Complex No. (03) FGVP/ML1/GM/8-1-01 dated January 23rd 2018, No. (06) FGVP/ML1/GM/8-1-01 dated January 23rd 2018 and (24) FGVP/ML1/GM/8-1-01 dated July 19th 2018, respectively. There were representatives from employer and employee, includes foreign workers (from Indonesia, Bangladesh and India). Estates management are able to shows records of OSH Quarterly Committee Meeting from the first to the third quarter, which attended by employer and employee representatives (local and foreign).

4.7.5

Procedure on emergency response is presented in document No. FPI/L2/QOHSE-14.0, issued by the CEO on November 28th 2016. Procedure has covers all major potential emergencies, such as, but not limited to chemical spillage, flood and fire. There were evacuation route on the mill and estate Office, included assembly point(s) location. Explanation on this matter has informed during safety briefing that conducted by Safety Officer before audit.

Verification of Previous Assessment Finding

NCR No. 2017.04 (Verification on 20 September 2018)

The company has provide first aid kit/box (permanent and/or portable) on the work place. According to the first aid kit monitoring record, it was known that Aring A POM has provide 5 first aid kit located on the Mill Office, Supervisor Room, Chemical Store, Workshop and Laboratory. Furthermore, estate management has provide permanent and portable first aid kit which brings by the Foreman. Record of monitoring and usage of first aid items in Aring 3, Aring 6 and Aring 15 Estate were available. Based on field observation to Harvesting, Manuring and Pesticide application in Aring 3, Aring 6 and Aring 15 Estate, it was known that all Foreman were equipped with portable first aid kit box which consist of 16 item. All items were in good condition.

Appointment Letter of first aider officer were also available. Estate management has also shows certificate of each first aiders, which all certificated valid until August 20th 2021. Socialization and schedule of first aid kit has also available. Based on field observation, it was known that there were no expired items in first aid kit box.

Based on explanation above, it could be concluded that NCR No. 2017.04 is considered **closed**.

Incidence record in Aring A POM

Aring A POM has record incidence in Form No. FPI/L4/QOHSE-15.1Pind1. However, since 2015 to September 17th 2018 there were no accident (zero accident) in Aring A POM. This matters shows through Certificate from CEO of Felda Palm Industries Sdn. Bhd. from 2015 to 2017. This information has also conformed during interview with Operators in Station of FFB Grading, Crane, Loading Ramp, Press, Nut and Kernel, Oil Room, Boiler and Engine Room. Furthermore, based on observation on those stations, it was known that the stations were equipped with fire extinguisher, important contact number and flowchart of emergency.

Incidence record in Aring 3 Estate, Aring 6 Estate and Aring 15 Estate

Accident in Estates were recorded in Form No. FGVPM/L4/PP-11.3 Pind 1 and reported to <https://feldaglobal.com>. According to the record accident record in Aring 3 Estate for period 2017 and 2018, it was known that there were zero accident during 2017 and 1 accident in 2018 which happened on April 21st 2018, caused man-day lost for 3 days. Record such as investigation and Medical Certificate for 3 days from Rusdan Clinic in Bandar Chiku 3 were available. Furthermore, it was known that there were zero accident in Aring 6 Estate during 2017 and 2018. This is conformed during interview with paramedic in the Clinic of Aring 6 Estate. Moreover in Aring 15 Estate, there was zero accident in 2017. According to the record 2018, it was known that there were three accident with all caused man-day lost less than three days. For example, accident noted in May 28th 2017 caused three man-day lost. Estate management shows investigation report and medical certificate for 3 days leave from Clinic Rosdan and Hafidzh No. 26558 dated May 28th 2018. According to payroll salary and pocket check roll report review, it was known that the 3 days leave due to accident was still paid by the company.

First Aid

Aring A POM is able to shows 18 certificates of first-aiders from Malaysian Red Crescent on November 30th 2017. All certificate were refers to introduction to first aid and cardio pulmonary resuscitation (CPR). Certificates valid until December 21st 2019. Furthermore, all sampled estate are able to shows certificates of first-aiders from Malaysian Red Crescent on August 20th 2018. All certificate were refers to introduction to first aid and CPR. Certificates valid until August 20th 2021. Each estate has 2 first aiders. The company has provide first aid kit/box (permanent and/or portable) on the work place. According to the first aid kit monitoring record, it was known that Aring A POM has provide 5 first aid kit located on the Mill Office, Supervisor Room, Chemical Store, Workshop and Laboratory. Furthermore, estate management has provide permanent and portable first aid kit which brings by the Foreman. Record of monitoring and usage of first aid items in Aring 3, Aring 6 and Aring 15 Estate were available. Furthermore, Based on field observation to Harvesting, Manuring and Pesticide application in Aring 3, Aring 6 and Aring 15 Estate, it was known that all Foreman were equipped with portable first aid kit box which consist of 16 item. All items were in good condition.

4.7.6**Aring A POM**

According to list of Aring A POM employee data for August 2018, it was informed that there were 86 workers of local Malaysians and no foreign workers. All employees has covered by Social Security Organization (SOCSO). Evidence of payment could be checked through salary payment receipt. The company paid for 16% of the salary while employee has to

pay 11 % from the salary. This matters has confirmed during interview with processing operators on September 17th 2018.

Aring 3 Estate, Aring 6 Estate and Aring 15 Estate

Estate management has covers insurance for local through SOCSO and foreign worker Etiqa General Takaful Berhad. Slip *Pengesahan SKIM Pampasan Pekerja Asing (SPPA)* or foreign workers compensation scheme for all workers were available. Record of workers permit and insurance coverage were saved on company system with code 0326-Aring 3 Estate, 0321 Aring 6 Estate and 0628. Aring 15 Estate. According to document review, detail of workers as per August or September 2018 is presented as follows:

- As per September 18th 2018, from totaling 208 foreign workers in Aring 3 Estate, extension of insurance coverage for 7 Bangladeshi workers were had conducted. Related document on this matter for those 7 workers were available, i.e. such as SPPA Ref. No. JTK 4036449 dated May 31st 2018. Insurance were valid until August 15th 2019.
- As per September 19th 2018, from totaling 207 foreign workers in Aring 6 Estate, extension of insurance coverage for 10 Bangladeshi workers were had conducted. Related document on this matter for those 10 workers were available, i.e. such as SPPA Ref. No. JTK 3777327 dated January 23rd 2018. Insurance were valid until December 29th 2018.
- As per September 20th 2018, from totaling 86 foreign workers in Aring 15 Estate, extension of insurance coverage for 4 Bangladeshi workers were had conducted. Related document on this matter for those 4 workers were available, i.e. such as SPPA Ref. No. JTK 4197827 dated August 21st 2018. Insurance were valid until September 16th 2018.

4.7.7

According to the recapitulation of LTI towards accident in Aring A POM and sampled estates, it could be concluded that there were no LTI cases or accident caused man-day lost more than three days in Aring POM and sampled estates. Thus, report of JKPP6 and JKPP 8 were not applicable. However, investigation of accident and medical record were available.

4.7.3	Status: Non-Conformance No. 2018.05 with Major category
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4.8

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

4.8.1

Training Program for all employees and contractor of Aring A POM period 2018 is presented in Form No. FPI/L4/QOHSE-5.1 Pind 0 dated January 1st 2018. There were 14 training scheduled during 2018 with evidence of realization is presented as follows:

- Hearing conservation program has conducted on January 30th 2018, attended by 31 operators.
- Fire Drill training has conducted on May 2nd 2018, attended by 59 workers.
- Manual Handling Ergonomic training for Maintenance Workers and Electrician has conducted on July 20th 2018, attended by 11 Workers.
- Safety training for contractor has conducted on March 21st 2018, attended by 7 Contractors representative.

Aring 3, Aring 6 and Aring 15 Estate

Training program for all employees and contractor for period 2018 is presented in Form No. FGVPM/L4/PP Pind.0 dated January 8th 2018. Among training realization is presented as follows:

- Safety and PPE for pesticide applicator has conducted on March 6th 2018, attended by 14 pesticide applicators of Aring 3 Estate.
- Safety working practices for harvesters has conducted on February 20th 2018, attended by 19 Harvesters of Aring 3 Estate.
- Pesticide preparation, application and management has conducted on April 11th 2018, attended by 14 pesticide Applicators of Aring 6 Estate.
- Safety working practices, PPE usage and devices management had conducted on August 26th 2018m attended by 20 pesticide applicators of Aring 6 Estate.
- Chemical handling and safe working practices of pesticide application has conducted in Field PM00L Aring 15 Estate on June 28th 2018, attended by 8 pesticide applicators of Aring 15 Estate.

4.8.2

Record of training for each employee is recorded in Form No. FGV/FGVPM/IV/IMS/15.5.2 PIND 0 and FGVPM training matrix analysis. For example, trainings needed for Foreman or *Mandor* qualification are OSHA 1994, HIRADC, safety and health committee 1997, chemical safety management, PPE management, OHS MS awareness, healthier food, healthy life, incident investigation, emergency response plan, safety policy, safety data sheet, manual handling, first safety, safety operation procedure, first aid and CPR, fire extinction, motorcycle safety driving and general safety driving. Based on interview with Foreman in all sampled estates, it was known that training has advantage to develop workers skills included soft skills such as leadership.

Status: 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

Aring A palm oil mill and its supply base (Aring 3, Aring 6, and Aring 15 estate) has developed updated Environmental Aspect and Impact Register for year 2018. Relevant processes covered in the aspect and impact assessment for examples :

- Black smoke emission on mill
- Spillage on mill and estate
- Scheduled waste on mill and estate
- Waste water treatment plant on mill
- Used chemical container on mill and estate
- Chemical 3x washing on estate and etc

Company also have identified all potential environmental impact for mill and estate activities that contributing pollution for examples boiler activities, oil room, chemical store, scheduled waste, fertilizer store, and etc.

5.1.2

Relevant management program has been developed for each identified significant aspect. Targeted completion date are listed in the management program. Management program developed for yearly basis. Responsible person has identified for each action plan.

Both estate and mill shown "*Pelan Pengurusan bagi Mengurangkan Impak Alam Sekitar*" and updated borang pengenalan aspek alam sekitar dan penilaian imek include all the operation : form no FPI/L4/QOHSE – 1.7 pind 0 (for mill) and *Borang Pengenal Pastian Apek dan Penilaian Impek* No. FGV/FGVPM/IV/IMS/15/1.6 on 22. Based on document review and field observation shown that environmental management plan are done based on management program, for examples : company have installed CEMS on boiler for emission monitoring, and regular waste water monitoring.

5.1.3

Monitoring and measuring performed for management program are done based regular basis. Monitoring report for final discharge point, for examples BOD parameters and mill emission have been conducted regularly. All BOD results shows within permissible limit.

Both estate and mill shown environmental management plan, referred to report of aspect impact through waste disposal for examples :

- Impact : soil pollution by empty pesticide container. Action: collect the empty container and record in the collection storage – triple rinse and recorded.
- Recycle and reused the empty pesticide container for pesticides mixing on estate
- Impact : soil an water pollution by domestic waste. Action : waste managemetn by landfill with zero burning.

Result of monitoring indicates environmental monitoring done by company are comply with standard regulation. Company have established procedures FGV/ML-1A/L2-Prl on June 1st 2016 related *Pengenalpastian aspek alam sekitar, penilaian impak, dan penentuan kawalan*. This procedures are not clearly mentioned periods for environment management/monitoring plan management review. Timeframe for environmental management/monitoring plan reviewed

on two yearly basis are not established yet where there are operational changes that may have positive and negative environmental impacts. **Based on that explanation, raised the Non-Conformance No 2018.06 with Minor category**

5.1.3 Status: Non-Conformance No 2018.06 with Minor category

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

Aring 3, Aring 6, and Aring 15 estate has performed updated Biodiversity / HCV report on 2018 by FGV PSD department. Meanwhile first HCV assessment for Aring complexes were conducted on 2015, this assessment were performed with consultation with relevant stakeholders on March 2015 but The company has an opportunity to attach evidence of public consultation with affected stakeholders' results on Biodiversity/HCV assessment report (OFI No 3)

HCV identification shown there is no HCV attributes present on each estate. Meanwhile there is RTE found on estate for examples :

- Aring 3 estate : *macaca nemestrina* (VU), and *Ophiophagus hannah* (VU)
- Aring 6 estate : *manis javanica* (EN), *tapirus indicus* (EN)
- Aring 15 estate : *Ophiophagus hannah* (VU), and *macaca nemestrina* (VU)

HCV assessment performed considering biological record, all planted areas, and this assessment indicates there is no specific species corridors surrounding Aring complex.

5.2.2,

Interview with related workers during audit found that RTE species most frequently found on estate operational areas are *macaca nemestrina*. Monitoring for RTE areas are conducted every month. Company are able to shown "*rekod pemantauan hidupan liar dan kawasan sensitif*" for each sampling estates.

As mentioned in indicator 5.2.1 there is no HCV presence on estate areas, but Aring 3, 6, and 15 estates still established HCV/biodiversity management plan 2018 program, as follows for examples: riparian buffer zone management and workers awareness related riparian management. Meanwhile regarding RTE species, Aring 3,6,15 estate has performed regular monitoring for examples on estate Aring 15 estate on July 7th 2018 found *varanus salvator* on PM00L.

5.2.3

FGV has established regarding RTE species protection listed on HCV Management Policy ML-1A/L1-Pol17(0) on 2015 by FGV group president. Evidence for workforce education related to species protection are available for examples HCV Socialization for Aring 6 estate conducted on June 6th 2018 and for Aring 3 estate conducted on September 8th 2018.

Based on interview with harvesting workers, acquired information that companies has conducting socialization on HCV area and protected fauna within estates operational areas which also informed by signboard.

Field visit on Aring 3, Aring 6, and Aring 15 estate central housing found there is no RTE species are reared/captured by workers, interview with related housing residents also indicates that workers are aware related to RTE species and company policy regarding RTE.

5.2.4

Company have established HCV management plan, and implemented it based on timeframe. Regular patrols record shown company has been monitored status of wilds species especially elephant. All of records for monthly patrols on each estate are available and verified by auditors for examples on Aring 3 estate on July 4th 2018 found raptor bird on PR13K, and on Aring 6 estate on July 10th 2018 found squirrel on Peringkat 15S block 05

5.2.5

HCV identification found there is no HCV presence on Aring A POM and its supply base. Interviews with local stakeholders (tempatan workers) and management representative acquired information there is no HCV overlapped with local communities right on Aring complexes.

Status: Comply

5.3
Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.
5.3.1

Waste products and sources of pollution have been identified and documented in "*pengenalpastian sumber dan jenis bahan buangan*" document issued on 2018. This identification has covered mill and estate and categorized waste into 3 (three) types, i.e estate and mill non scheduled waste, mill and estate scheduled waste, and mill and estate side product waste. Type of waste been identified for examples are :

- Estates, waste source : chemical activities, waste type : ex pesticides containers (toxic and hazardous waste)
- Mill, waste source : FFB process, waste type : shell and fiber (non toxic/hazardous waste)
- Estates, waste source : chemical activities, waste type : pesticides spillage and ex pesticides containers
- Estate, waste source : oil palm frond, waste type : non hazardous waste, management by frond stacking.

5.3.2 & 5.3.3

CH has implemented waste management plan based on "*pengenalpastian sumber dan jenis bahan buangan*". Inventory for all chemicals and its containers are available on chemical store and scheduled waste store.

Register/declaration to DOE related scheduled waste inventory are available for Aring A mill and Aring 6 estate for examples : SW 102 (battery), SW 110 (E waste), SW 305 (lubricants), SW 306 (hydraulic oil), SW 409 (empty container), SW 410 (filter/glove). Scheduled waste for mAring A mill and Aring 6 estate are disposed to license collector, for examples consignment note on September 2017 to Kualiti kitar alam Sdn Bhd (licensed transporter based on jabatan alam sekitar license No 003291)

- Consignment no 0008016 on Sept 10th 2017 for 2 gallon hydraulic oil (SW306), vehicle reg no WPA 4414
- Consignment note No 0008015 on Sept 10th 2017 for 1 gallon lube oil (SW305), vehicle reg no WPA 4414

Field visit on ex agrochemical containers store on Aring 3, Aring 6, and Aring 15 estate, found that all ex pesticide containers on estates are managed by three times washing, then stored in the pesticides containers store and regularly submitted to third party transporters. Inventory for pesticides three times washing were available and verified by auditors.

Observation during audits at scheduled waste store and chemical store shown that all of hazardous waste and hazardous material area managed well for examples : complete series of MSDS are available, and each premixing areas are equipped with trap and eyewash.

All settlements waste were not disposed using open fire, FGV were provides domestic waste landfill for all workers housing. Field observation on Aring 6 and Aring 15 estates central housing landfill, found there is no evidence that domestic waste are disposed using open fire, and those landfill are equipped with dates of opening and closing of landfill.

As nutrient cycle, aring 3, 6, and 15 estate applied EFB as mulching. Record for 2018 have been recorded for examples : on Aring 6 estate September 2018, total EFB application are 20 mt on PM00G block 11

Status: Comply

5.4
Efficiency of fossil fuel use and the use of renewable energy is optimised.
5.4.1

Company shown implementation to reducing fossil fuel by renewable energy usage (shell and fiber as mill by product). Aring A mill and its supply base has assess and estimated the direct energy use such as fuel usage by operational activities for 2018 periods. Fuel usage have been monitored per month for each estate and realization of fossil fuel usage/mt FFB produced during August 2018 for examples on Aring 6 and Aring 15 estate respectively are 0.57 l/mt FFB produced and 4.59 l/mt FFB produced. Meanwhile based on Aring A palm oil mill record, found that average diesel fuel usage and renewable energy usage to produced electricity during January-August 2018 respectively are 1.56 litre/mt CPO and 292.12 KwH/mt CPO.

Status: Comply

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

Field visit during audit on Aring 3, 6, and 15 estate and document review indicated there is no new planting / new development / replanting activities.

FGV already have commitment and policy related zero burning for land preparation listed on "*Polisi Larangan pembakaran terbuka*" and Circular letter from FGVPM Sdn BHD bil. (40) FGVPM/PSQM/SPO/HQ/01 on 24 July 2015 related "*Makluman larangan pembakaran terbuka di kawasan ladang dan kilang*" from Steering Committee RSPO FGV to all FGV unit management.

Last Replanting activities was undertaken on Aring 6 estate on 2016. Auditors also verified working agreement letter between Aring 6 estate and related contractors (Kim Foong Constructions) for examples Contract No 5300001027, and found that all land clearing activities were done by mechanical activities and contractors are required to obey FELDA OHS, Environmental, and Sustainable policy.

Status: Comply

5.6

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

5.6.1 and 5.6.2

As pollution and emission reducing plan, the company has identified the pollution sources and emissions and the management steps which are described in aspect impact management plan. In addition, company also identified GHG sources included plan for reducing it.

All waste including emissions and pollution sources from Mill and estate are identified and recorded on "*pengenal pastian sumber dan jenis bahan buangan*" and aspect impact document.

Fossil fuel reducing on Aring A palm oil mill have been implemented by fiber/shell usage for boiler and methane capture plant for reducing emissions. Waste water has been monitored every month and monitoring periods January-August 2018 shown that all of waste water testing parameters is compliant to the standards quality.

5.6.3

Monitoring for emission and pollutants from mill (noise, emission, and smoke density) was done periodically by Positive noise exposure monitoring for noise and stack sampling for boiler emission. 1st Semester 2018 testing result indicates all parameters related to emission are still comply with standard quality for examples :

Noise

Positive noise exposure monitoring on January 29 2018 by Procoma environmental sdn bhd consulting i.e :

- Point 1 68.3 Db (day), 59.8 (night), 85 DB
- Point 2 67.4 db(day), 54.1 (night),
- Point 3 69.4 (day), 58.9 db (night)
- Point 4 68.2 (day), 58.5 (night)
- Point 5 67.2 db (day), 58.7 (night)
- Point 6 68.5 db (day), 58.1 (night)
- Point 7 69.1 db (day), 58.9 (night)
- Point 8 69.3 db (day), 59.2 (night)

Noise level on all sampling point are not exceed DOE day (70db) or night (60 db) time noise limit. Point 1-8 respectively : boiler house, engine room, oil room, kernel plant, press, thresher, sterilizer, loading ramp.

Based on field visit on Aring POM found that warning signs for high noise areas are available for examples in engine room

Emissions

Boiler stack air emission monitoring report on 25 June 2018 (semester 1 2018) by Mareff Management Sdn Bhd i.e :

- Stack number 1 : average particulate emission level of stack no 1 was 0.278 g/Nm³. At the time of sampling smoke ringelmann number was between 0 and 1 (between 0-20 %)
- Stack number 2 : average particulate emission level of stack no 2 was 0.268 g/Nm³. At the time of sampling smoke ringelmann number was between 0 and 1 (between 0-20 %)

Based on field observation on September 17 2018, near boiler station found that Continuous emission monitoring system (CEMS) are worked properly.

GHG estimation Calculations

Calculation of GHG and its monitoring has conducted by PSD. GHG emission calculated using RSPO palm GHG calculator v 3.0.1. Summary of GHG emission for Aring A POM are listed as follows :

Summary of Net GHG Emissions (Jan 2017 - Dec 2017)

Emissions / product	tCO ₂ e/t Product	Ext	%	Prod	ton/year
CPO	1.87	OER	20,6	FFB Processed	244469.46
PK	1.87	KER	4.76	CPO Produced	50360.71

244469.46

Land use

Land Use	ha
OP planted area	15966.33
OP Planted on peat	0
Conservation (forested)	0
Conservation (non-forested)	0

Summary of Field Emissions and Sinks

	Own Crop			3 rd Party		Total	
	tCO ₂ e	tCO ₂ e/ha	tCO ₂ e/t FFB	tCO ₂ e	tCO ₂ e/ha	tCO ₂ e	tCO ₂ e/ha
Emissions							
Land conversion	130409.43	8.17	0.96	0	0	130409.43	8.17
*CO ₂ emissions from fertilizer	13657.56	0.86	0.1	0	0	13657.56	0.86
**N ₂ O emissions	10227.76	0.64	0.07	0	0	10227.76	0.64
Fuel consumption	1206.84	0.08	0.01	0	0	1206.84	0.08
Peat Oxidation	0	0	0	0	0	0	0
Crop sequestration	-117889.87	-7.38	-0.86	0	0	-117889.87	-7.38
Conservation Sequestration	0	0	0	0	0	0	0
Total	37611.72	2.36	0.28	0	0	37611.72	2.36

Summary of Mill Emissions and Credits

	tCO ₂ e	tCO ₂ e/tFFB
Emissions		
POME	26745.52	0.2
Fuel consumption	234.29	0
Grid Electricity Utilisation	211.48	0
Export of Grid Electricity	0	0
Sales of PKS	0	0
Sales of EFB	0	0

Total	27181.29	0.2
Palm oil Mill Effluent (POME) Treatment		
Divert to compost	0.00 %	
Divert to anaerobic digestion	100.00 %	
POME Diverted to Anaerobic Digestion:		
Divert to anaerobic pond	100 (%)	
Divert to methane capture (flaring)	0	
Divert to methane capture (electricity generation)	0	
<p><i>Notes :there is no new development since November 2005 for Aring A POM and its supply base, this GHG calculator are calculated with Options Apply November 2005 Cut Off for LUC (option No 2 on Palm GHG) .</i></p> <p>Based on document review for examples: pesticides usages monitoring, diesel fuel monitoring, HCV identification and etc found that accurate data has been put into the RSPO palm GHG Calculator. Meanwhile LUC emission calculation is not applied due to there is no new development on Aring A POM and its supply base since November 2005.</p>		
Status: 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		
<p>Social Impact Assessment [SIA] was done by CDD department. The stakeholder consulted are from wider scale such as local communities and neighboring plantations. Since the mill not employed foreign workers, therefore no social aspects evaluated for migrant labour force. Sighted the checklist and questionnaire that used during the SIA process. The SIA report consists of introduction, methodology, assessment result, analysis of the assessment's output and mitigation measure to address corrective action for negative impacts. Based on the stakeholder consultations with surrounding communities its known if, there is no indication of any significant issues from surrounding communities.</p> <p>Seen the content of the report also focus on livelihoods and social wellbeing of wider community. The assessment team used a checklist while interview and summarize into a table of the findings. The checklist being categories into infrastructure, economic livelihoods & working conditions, cultural & religious values, health & education facilities. Among the negative issues identified was wild dogs' intrusion to the housing estates.</p>		
6.1.3; 6.1.4 and 6.1.5		
<p>The action plan categorized into 4 as emergency [immediate attention], short term [resolve within a year], mid-term [resolve within 6-12 months] and long term [implementation within 2 years]. The negative comments seen incorporated in the action plan for 2018/2019. The mitigation of negative impacts and promotion of the positive seen 90% accomplished. Based in interview with community representative, its is known that the presence of Aring Complex has had benefited such as job opportunity, sports facilities, road access and etc.</p>		
Status: 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		
<p>FGV has established a Communication Procedure (ML-1A/L2-Pr12, 1 June 2016) which explain a system of communication with internal and external parties related to the environment around the area, and hazards and risks in the workplace. In the policy also stated about the responsibilities of Manager and the responsibilities communicating with the head office and any other government bodies. Interviews with relevant stakeholders indicates they known how to communicate with companies based on company existing procedures. Regarding communication and consultation</p>		

each estate and will also appointed person in charge to handle this matter based on "*Surat lantikan*".

6.2.2

Company has appointed person in charge of communication and consultation which duty and responsibility e.g is to update the list of stakeholders of any changes and delivering company policy/procedures to related stakeholders. List of stakeholders is updated when company have been contacted by relevant new stakeholders that not listed on current list. The communication PIC is also responsible to top management for the implementation of the process of communication and consultation with stakeholders including the dissemination of the list of documents that can be accessed by stakeholders. Based on the appointment letter, the appointed person job description on overall internal/external communications inclusive of:

- Request of responses and feedback with external stakeholders
- Any grievances and discussion with external stakeholders.
- Informed the management regarding the activities with external stakeholders.
- Any related social issues internal and externally with other parties
- Stakeholder updating

Appointed person based on "*surat lantikan*" for communication and consultation for examples Wan Mahizam (Aring A mill) and Shahrudin bin moh sidik (Aring 15 estate). Based on stakeholder consultation acquired information that the affected parties been made aware and they have access to the person in charge.

6.2.3

Aring A mill and its supply base shown the list of stakeholders updated in 2018 consisting of government agencies,, surrounding villages, supplier, na etc.

Based on the interviews with management representative, the stakeholders list is updated whenever there is a change. Record of communication from external stakeholder is also available at estate and mill and listed on communication book ("*Rekod Surat Keluar Masuk*"). Document review shown during periods 2018, information request only appear on Aring 6 estate, meanwhile there is no request for information on Aring A mill, Aring 3 & 15 estate. All of information request on aring 6 estate has been responded by company on clear time frame and interviews with related stakeholders during public consultation acquired information that company have response all request for information from stakeholders.

Status: Comply	
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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 Procedures of Complaint and Grievances Handling (Number: ML - 1A / L2 – Pr13, 1 June 2016). The procedure aim to resolve all complaints and grievances fairly and to maintain good relations between the company and other parties. The system had been developed to ensure the complaint and grievances has been resolved in time and appropriate manner. Internal report procedure is once the report has been logged in, the report will be discussed with the executive less than 7 days the date of report made → after executive report made will be transfer to the head of department → will be settled in 14 days → in management unit level → then report made to the company and parties (union) settled in 21 days. Company procedure did not mentioned literally that if the complaint has not being resolved, the complainer could brought the issue to the RSPO Complaints System. However, the procedure mentioned that the issue is possible to be delivered to the level of top management and the respective Ministry Department. Based on interview with PSD/CDD, the complainer could be directly brought the issue to the RSPO. Based on the interview the people are aware related to the communication procedure and who to complain and made when they have an issues or complain regarding the company operation and management. The procedure has been socialized during Stakeholders meeting for Felda Complex "*Gugusan*" Aring have done on July 2nd 2018 that involve all parties related to the FGV operation.

6.3.2

Based on the interview made, the workers are aware related to the communication procedure and who to complain and made when they have an issues or complain regarding the company operation and management. The company was

installed complain box in in each estate. The management unit also prepared a report book related to any complain made by the workers and based on the document verification, most of the complaint and report are related to the repairing of broken houses. Verifications on RSPO Website its known if there is no complaint to Aring Complex

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.

6.4.1; 6.4.2 & 6.4.3

A procedure available, [FGV/ML-1A/L2-PR13(0)]. History and documents of the development through HCV and stakeholder interview, revealed no evidence that there was a loss of legal or customary rights which would have led to a necessary, consequent compensation or that any compensational claims would be open and/or evident. All land in certification scope are properly leased, surveyed and marked. No record of other user customer right have arised. Records are available to show that the land leases comply with legal requirements. Based on documents verification, information from staff of plantation and stakeholder consultation was known that there is no compensation processes in areas managed by the FGVP(M) in Aring Complex. No communities nor individual has any implications for the legal status of their land or have been disputes since FGV has legal land titles that leased by the Kelantan state government for 99 years. Documents verifications, field visits and interview with stakeholder obtained informations if there is no land acquisition from the last assessment

Status: Comply

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 type of employment in the company is local workers (permanent) and foreign workers (contractual). Pay and condition are describes in each employment agreement (Clause 7: pay and conditions provided in labour laws, union agreements or direct contracts of employment comply with the decent living wage as provided. According to the Work Act 1955) and wage-define letter from HRM. There is circular letter number no. FGVH/AOM.03 (32) date 1 August 2016 on the implementation of the minimum wage, that from 1 July 2016, the minimum wage will be implemented in accordance with the section of 23 of *Akta Majlis Perundangan Gaji Negara*, which defined based on region of Malaysian peninsula RM1000 (per month) and Sabah/Sarawak/Labuan RM920 (per month).

Based on interview with employe in mill, estate, representative workers from India, Bangladesh, Indonesia and Local workers known that company has paid the employees wage in accordance with applicable regulation, payment of wages has been held in accordance with the mechanism mentioned in employment contracts and company regulations. Moreover, documents verifications about pay slips for contractor worker revealed that they received salary no less than government regulation's amount. Based on overtime record The calculation of overtime has been met the applicable regulation, procedure and Company regulations

6.5.2

The worker's contract valid on 2+1 years' basis, where either party can terminate the service. The JTK [Jabatan Tenaga Kerja] can terminate a service under 2 conditions, firstly if they fail the medical test and secondly any criminal misconduct during the employment period. The cost involved for their return bare by the company unless if the break by the employee then it should be agent's responsibility. During site visit to estate, interview with both local and foreign workers revealed no discrimination on overtime hours as well on wages received for overtime work done. This was also cross checked in their respective payslips and no discrepancies found. Interview held to foreign workers randomly and confirmed that the employment condition and payment has been communicated prior to contract signed (in the origin country), the company considered to maintain the records and documentation of employees interview process in the origin country

6.5.3, 6.5.4

The estate and mill provide facilities such as recreational places, religious building, community hall, sundry shop, food stall, electricity, and water. During site visit to line-site, interview both local and foreign workers whom claimed the

management provides decent living quarters with proper drainage system, weekly domestic waste collection, attend to household repairs and free water supply for domestic consumption. During the field visit to employee's housing complex at it was observed the the housing complexes is up to the standard, Sighted 12 person in a hostel. Everybody has their own bed and locker. Housing area complete with electricity and clean water supply. Sighted also the bath room, 12 bathroom for 2 hostel. Proper disposal of domestic waste sighted at the hostel area, including the black bin. There is also *Surau* (a small prayer room fro Muslims) and worship area in the hostel First aid kit provided at each hostel including fire extinguisher. water supplies by government water, electricity provided by government and place for worship

Generally, the workers boiled the water before consuming and some are purchasing bottled water for daily usage. The electricity deduction is based on the usage that the deduction scheme agreed by both parties in written form. The estate management unit every months give a subsidy for worker RM 06 for electricity and RM 04 for water.

The nearest township is Bandar Chiku and Gua Musang and workers are allowed to purchase their needs during weekend rest. However, the sundry shop within the compound do provides the daily needs. Visit to the worker' quarters, evidenced the FGV management provided basic cooking utilities such as cooking gas, stove and a kitchen. Interview with workers resulted with satisfactory feedback and the housekeeping of worker's quarters well maintained. Aside, within the Aring Complex there are many small stalls selling foods that accessible to foreign workers. There are also small to medium size of sundry shops that workers can purchase their needs.

Status: 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 & 6.6.2

Based on documents verifications and interview with representative workers from foreign workers, its known if there is no workers associations for workers. But the company has been facilitated the workers to bargain collective with their employer through JKPP ("*Jaminan Kebajikan dan Keselamatan Pekerja*") which consists of representatives of the company (management) and workers representatives include "*tempatar*" workers, Indian workers, Indonesian workers, Bangladesh workers and contractors workers. Periodically per three months JKPP conduct regular meetings with the agenda discussed on aspects of employment or other issues that arise. Based on interview with foregin workers representative (Indian, Indonesia, and Bangladeshi) during audit found that company has no intervention for election of workers representative on JKPP

FGV established policy for freedom of association, liseted on "*Polisi Hak Kebebasan Bersuara and Menganggotai Kesatuan*", signed by President & CEO FGV dated June 01 2014. The policy stated that all FGV Workers and Staff are allowed to join a registered association. The management practice freedom of speech (align with the local law) and do not stop individual to join Worker Union or any other association that has received approval from FGV.

Policy related to freedom to associate are socialized to worker regularly. Evidence for this socialization are available for examples roll call on 10 july 2018 on Aring 6 estate , attended by 202 workers, with socialization material related to FGV policy related to *Polisi Hak Kebebasan Bersuara and Menganggotai Kesatuan*".

Status: Comply

6.7

Children are not employed or exploited.

6.7.1

There is company policy on the prohibition of child labor does not justify individuals under the age of 18 taken to work in accordance with applicable law), stated in the document of "*Polisi Pekerjaan Kanak-kanak*", signed by President & CEO FGV on 1 June 2014. Consistent between document verification (employee' master list) and field observation, there is no found any workers who is under the age of 18 (the minimum working age under Malaysian Labour Laws Act A1238) being hired by the company.

Status: 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 Non discrimination and equal opportunities are listed on " <i>Polisi Kesetaraan Peluang</i> " dated June 01 2014. This procedures clearly mentioned there is no discrimination against workers based on nationality, religion, disability, gender, political parties and age. Based on interview with workers during field observation and stakeholders consultation found this policy has been socialized to workers during the roll-call and displayed in the work-station, housing notice board and office's information board. Based on interview with workers from Indonesia, and Bangladesh on Aring 3 and Aring 6 workers housing obtained information that there is no indication of discrimination against employees. This policy also listed on worker housing sign board.		
6.8.2 & 6.8.3 Company shown transparent worker grade promotion based on Key Performance Index assessment, for examples based on letter FGVH/SAPro/15(331) on January 2018 from human resources department that mentioned FGV holding has released and passed Aring A workers (name : Wan mohd Noor Azizi Bin Wan Oth*** became grade G6T since january 2018). There is no any discrimination to the employees based on gender, religion, race, country and etc. All workers (local or migrant) were covered by the same payments and conditions of employment. This was confirmed during random interviews held with the workers, also confirmed that there is no complaint and grievance raised in regard of discrimination. Based on documents verifications its know if during 2018 there is new worker recruitment, For mill the company can show the evidence if the recruitment based on skills, capabilities, qualities and health conditions, this is evidence with job application, medical examinations, the signing of the agreements, the evaluation of the performance, until the appointment becomes permanent workers. Menwhile for foreign workers its has been described in criteria 6.12. Interview with recruitment officer obtained information if that the selection process and recruitment of candidates is done in accordance with the applicable procedures in the company, starting from medical examinations, the signing of the agreements, the evaluation of the performance, until the appointment becomes permanent workers.		
	Status: Comply	
6.9 There is no harassment or abuse in the work place, and reproductive rights are protected.		
6.9.1; 6.9.2 and 6.9.3 Policy of preventing sexual and all other forms of harassment and violence is presented in document No. ML-1A/L1-Po10 (0) dated June 1 st 2014 about " <i>Polisi Gangguan Seksual, Keganasan Serta Hak Kebebasan Reproduks</i> " or policy of sexual harassment, violence and reproduction rights which issued by President and CEO of FGV. The policy has displayed on the office and information board. Furthermore, procedure of complaint and/or grievance in associate with gender case/issues is presented in document No. FGV/ML-1A/L2-Pr14 dated June 1 st 2016. Gender Committee will be involved on this kind of matters. Gender committee for Aring Complex has established on April 12 th 2016 in Aring 4 Estate Club House, namely <i>Kelab Keluarga Daya Budi</i> (KKD). Based on interview with Gender Committee representative and Labor Union of Aring A POM, it could be concluded that there is no issues associates with gender, sexual harassment, violence and reproductive rights in Aring A POM, Aring 3 Estate, Aring 6 Estate and Aring 15 Estate operational areas. Two days leave during menstruation period and specific break times is given to enable effective breastfeeding their baby. Overall, it was stated that working environment has considered satisfactory for women.		
	Status: Comply	
6.10 Growers and mills deal fairly and transparently with smallholders and other local businesses.		

6.10.1; 6.10.2; 6.10.3 and 6.10.4

Pricing mechanism is determined by Malaysian Palm Oil Board (MPOB). The management of Palm Oil Mill can access the price standard for everyday by MPOB website. The standard of FFB price was put on Palm Oil Mill board announcement and it can access by all outsider supplier. There were two type of price, i.e. Type A for Felda and Type B for third party suppliers. For example, FFB price on 17 September 2018 for Type A are RM 23.50 and Type B were RM 23.10 (1 % from Kadar Perahan Grade).

Mill management mentioned that transaction payment with Felda has conducted directly by the Head Quarter Office, while for the FFB third party suppliers, payment voucher will be given directly. The FGV management has no influence on the supplier's FFB production neither render any services that might affect the FFB pricing. The supplier's / contractor's weighbridge is the sole document produced at weighbridge station. The FFB transporting drivers from the contractor's company will be also given briefing on the pricing status and regularly updates them on the grading process and outcome as to avoid misunderstanding any error in penalties. The company provide sufficient evidence that all parties understand the contractual agreements they enter into, and that contracts are fair, legal and transparent.

Status: Comply

6.11

Growers and millers contribute to local sustainable development wherever appropriate.

6.11.1

Identification of locals need was conducted through participative meeting which presented on the centralize stakeholder meeting that was done on 02 July 2018. Various issues were discussed and communicated, such as basic awareness on sustainability programs, the purpose of sustainability policies, payment to contractors and PPE awareness.

There was no significant contribution neither monetary nor infrastructure by the mill for the local's sustainable development.

This is possibly due to the location of the mill which surrounded by FGV and/or Felda managing plantations. Generally, the local communities request for assistance through means of meeting, such as education allowance, religious ceremony etc. However, sighted the unit management has contributed financial assistance to their workers during festive seasons.

6.11.2

The company has no smallholders' scheme.

Status: Comply

6.12

No forms of forced or trafficked labour are used.

6.12.1, 6.12.3

There is no found any substitution contract, as in the work permit and contract are written for plantation workers and its in accordance with the result of interview with workers. *Procedure of foreign workers intake to the Estate.*, No. ML-1A/L5-AP10(0), dated 1 June 2016:

1. List of workers from Visa will be send to the supplier for the consulate Malaysia in their own country. Foreign workers will sign the agreement letter, working contract with FGVP in their own country. Foreign workers will be induction course at their own country. JTK will informed the arrival of workers to the estate department.
2. Workers will be transferred to One Stop Center at Nilai, Negeri Sembilan, giving induction and FOMEMA inspection for 3 days.
3. Arrival list formed will be given to the workers once they arrived at the estate by
4. Transferee of workers to the estate will be arranged by Department of workforce (JTK)
5. Toiletries will given at one stop centre (toothpaste, soap, towel)

There was showed evidence Policy of Foreign Worker Requirement (approved by President & CEO FGV, dated 01 June 2014). The procedure was explained of basic salary based on Minimum Wage in Malaysia and the early training for the workers in related to language, Health & Safety, Labor requirement and culture sensitive. There is also SOP of "*Prosedur Kemasukan Pekerja Asing ke Ladang*", No. ML-1A/L5-AP10(0), dated 1 June 2016 that mentioned "Workers will be transferred to One Stop Centre (OSC) for induction course and health inspection FOMEMA for 3 days

6.12.2

Based on interviews with worker and document verifications obtained information if foreign workers has had a direct work agreement with the company. The worker's contract valid on 2+1 years' basis, where either party can terminate the service. The JTK [Jabatan Tenaga Kerja] can terminate a service under 2 conditions, firstly if they fail the medical test and secondly any criminal misconduct during the employment period. The cost involved for their return bare by the company unless if the break by the employee then it should be agent's responsibility. The same thing is also demonstrated in contract employee. The employment contract is in a language under stable, written in Bahasa, English, Hindi or Bangladesh and the copies are available for both parties, (the workers and company). Based on the interview with employees is known that the employee has had a copy of the work agreement and has understood the agreement. Interview held to foreign workers randomly and confirmed that the employment condition and payment has been communicated prior to contract signed (in the origin country), the company considered to maintain the records and documentation of employees interview process in the origin country

Passport keeping for foreign workers are kept by the company in the respective estate for safety reason, sighted the document of "*borang penyerahan passport*", which stated that it may obtain at any time if there is a needed. In Aring 3 and Aring 6 the company has been provided safety box at the entrance of the estate office for keeping workers passports or identity documents, but safety box has not been used because there is no security and CCTV available. Meanwhile in Aring 15 the safety box has been used and the workers feeling safe to kept the passport in safety box. Based on the interview, there is no contract substitution occurred and the workers are only sign the agreement once they reached at the respected estate only.

Status: Comply

6.13
Growers and millers respect human rights
6.13.1

There has an evidence Policy of Foreign Worker Requirement (approved by President & CEO FGV, dated 01 June 2014). The procedure was explained of basic salary based on Minimum Wage in Malaysia and the early training for the workers in related to language, Health & Safety, Labor requirement and culture sensitive. FGV has have Policy of Human Right (approved by President & CEO FGV, dated 01 June 2014). These document as FGV commitment to consent for support and protect of human right as a corporate responsibility. The manager and assistant manager have the task to communicate to all the workers and external party in each of their unit management.

That policy has been socialized on 02 July 2018 that involve all parties related to the FGV operation. Based on the interview and field visit made, the external stakeholders are also understand the policy and code of ethical conduct of FGV where is no present should be given for any occasion. Sighted in the office, the banner of no present policy at FGVP(M) management unit. FGVP(M) will also involve with the effort of supporting the human rights amongst their own staff and workers are also take part in various activities to support corporate social responsibilities to respect human rights. Sighted the human right policy had been displayed a muster roll call, office and at the Hostel area. The workers are concern regarding the policy available at the estate and mill. The policy has been communicated to the workers during the roll-call and displaying in the notice board in estates/mill office and housing. During 2017 and 2018 until Juny have never been any violations of human rights in the Aring POM and its supply bases. From all workers interviewed there were no issues raised pertaining to infringement of human rights.

6.13.2

Not applicable, since the audit held in Semenanjung Malaysia.

Status: Comply

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.

There is no new planting since November 2005, first planting is 1987 and currently FGVP(M) Aring Complex has been entered the second cycle of planting. According to information from RSPO Compensation Executive, this POM complex

have been disclosed as zero non-compliant land clearance.		
	Status: Comply	
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.		
There is no new planting since November 2005, first planting is 1987 and currently FGVP(M) Aring Complex has been entered the second cycle of planting. According to information from RSPO Compensation Executive, this POM complex have been disclosed as zero non-compliant land clearance.		
	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.		
There is no new planting since November 2005, first planting is 1987 and currently FGVP(M) Aring Complex has been entered the second cycle of planting. According to information from RSPO Compensation Executive, this POM complex have been disclosed as zero non-compliant land clearance.		
Felda Aring Complex do not conduct any new planting or development since november 2005. Liability disclosure to RSPO for Felda Global Ventures have been conducted on March 22 nd 2016. According to information from RSPO Compensation Executive dated September 29, 2017 the estate under Aring A POM have been disclosed as zero non-compliant land clearance.		
	Status: Comply	
7.4		
Extensive planting on steep terrain, and/or on marginal and fragile soils, is avoided.		
There is no new planting since November 2005, first planting is 1987 and currently FGVP(M) Aring Complex has been entered the second cycle of planting. According to information from RSPO Compensation Executive, this POM complex have been disclosed as zero non-compliant land clearance.		
	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.		
There is no new planting since November 2005, first planting is 1987 and currently FGVP(M) Aring Complex has been entered the second cycle of planting. According to information from RSPO Compensation Executive, this POM complex have been disclosed as zero non-compliant land clearance.		
	Status: 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.		
There is no new planting since November 2005, first planting is 1987 and currently FGVP(M) Aring Complex has been entered the second cycle of planting. According to information from RSPO Compensation Executive, this POM complex have been disclosed as zero non-compliant land clearance.		
	Status: 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.		
There is no new planting since November 2005, first planting is 1987 and currently FGVP(M) Aring Complex has been entered the second cycle of planting. According to information from RSPO Compensation Executive, this POM complex have been disclosed as zero non-compliant land clearance.		
	Status: Comply	

7.8
New plantation developments are designed to minimise net greenhouse gas emissions.

There is no new planting since November 2005, first planting is 1987 and currently FGVP(M) Aring Complex has been entered the second cycle of planting. According to information from RSPO Compensation Executive, this POM complex have been disclosed as zero non-compliant land clearance.

Status: 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.
8.1.1
Internal Audit for Plantation & Mill

- The Company has procedures to monitor the operational activities in the estates and mills through the implementation of internal audit conducted according to SOP of Internal Audit. Implementation of internal audit conducted every semester by Mill Advisor and Plantation Advisor.

Environmental

- Objectives and targets established at mill. Relevant management action plan observed on yearly basis. Sufficient programs in place and responsibility defined. Monitoring on management action plan performed and in good progress.
- Waste management plan defined for overall estate's activities. GHG emission reduction plan established.

Worker Welfare

- Provide a safety box for passport keeping for foreign workers
- Work agreement for foreign worker in mother language (ie for worker from Indonesia in Bahasa, Bangladesh I Bengali)

RSPO Internal Audit

RSPO Internal audit conducted annually for example for Aring 6 which conducted on July 25th 2018. The internal audit covering all aspect based on principle and criteria RSPO.

The management unit has continuous improvement program and records, such as:

- Paraquat usage reducing program.
- Barn owl boxes added on each estates
- Beneficial plant on each estates
- Feromon trap on replanting area
- Quarterly Wildlife monitoring.
- Buffer zone monitoring every month.
- Erosion reducing on slope area.
- EFB using program (7000 MT)
- Zero burning campaign.
- Foreigner training program
- Harvesting control for optimum production, etc

Status: Comply

3.2. Summary of Assessment Report of Supply Chain Requirement
3.2.1 General chain of custody requirements for the supply chain

Clause	Requirement
5.1	Applicability of the general chain of custody requirements for the supply chain
5.1.1	<p>The General Chain of Custody requirements of the RSPO Supply Chain Standard shall apply to any organization throughout the supply chain that takes legal ownership and physically handles RSPO Certified Sustainable oil palm products at a location under the control of the organization including outsourced contractors. After the end product manufacturer, there is no further requirement for certification.</p> <p>The Organization take legal ownership and physically oil palm products and there is no outsources. The RSPO Supply Chain Standard are applicable to Aring A POM. All CPO and PK transport was using Felda Transport Sdn Bhd</p>
	Status: Comply
5.1.2	<p>Traders and distributors require a license obtained from RSPO Secretariat to sell RSPO certified product but do not themselves require certification. When selling RSPO certified products, a licensed trader and/or distributor shall pass on the certification number of the product manufacturer and the applicable supply chain model.</p> <p>Aring A POM – FPI Sdn Bhd are not buy from any RSPO licensed traders. All FFB processed sourced form own estate that already certified RSPO.</p>
	Status: Comply
5.1.3	<p>Either the operator at site level or its parent company seeking certification shall be a member of the RSPO and shall register on the RSPO IT platform.</p> <p>Aring A POM is subsidiary of Felda Global Ventures that member of RSPO: 1-0225-16-000-00, 27 December 2016. FPISB Aring has had RSPO IT Platform member with registration number: RSPO_PO1000003045</p>
	Status: Comply
5.1.4	<p>Processing aids do not need to be included within an organization's scope of certification.</p> <p>Parent company or site has no processing aids.</p>
	Status: Comply
5.2	Supply chain model
5.2.1	<p>The site can only use the same supply chain model as its supplier or go to a less strict system. Declassification/downgrading can only be done in the following order: Identity Preserved -> Segregated -> Mass Balance.</p> <p>The organization apply Mass Balance Supply Chain Model due to mill receive FFB from non RSPO certified and non-certified. The FFB supplier for Aring A POM are:</p>
	Status: Comply
5.2.2	<p>The site can use one (1) or a combination of supply chain models as audited and certified by the CB.</p> <p>The organization apply Mass Balance Supply Chain Model due to mill receive FFB from non RSPO certified and non-certified</p>
	Status: Comply
5.3	Documented procedures
5.3.1	

The site shall have written procedures and/or work instructions or equivalent to ensure the implementation of all elements of the applicable supply chain model specified.

Aring A Palm Oil Mill has Documented procedures (No. Document: FGVPM-RSPO SCC, dated 11 June 2018). The procedures established and covering all elements of the supply chain model requirements, records and reports of compliance with supply chain requirements including training records. The procedures also identified role of implementation responsibility persons are mill manager, mill staff, CDD, weighbridge operator etc

In the procedure mentioned that the model used SCCS is Mass Balance, Aring A POM has had SOP for Mill RSPO Supply Chain Certification System. SOP describes the procedure to guarantee the products produced by the mill can be traced to its source and certainly comes from certified sources. FFB defined as the RSPO certified FFB are

1. estate registered in the RSPO certificate
2. another estate of FGV who has obtained RSPO certificate
3. other than the estate must submit / show a copy of the RSPO certificate so that it can be registered as an RSPO-certified FFB

RSPO FFB certified suppliers are from the estate:

- FGVP(M) Aring 02
- FGVP(M) Aring 06
- FGVP(M) Aring 03
- FGVP(M) Aring 04
- FGVP(M) Aring 08
- FGVP(M) Aring 05
- FGVP(M) Aring 10
- FGVP(M) Aring 11
- FGVP(M) Aring 15

other than the estate must submit / show a copy of the RSPO certificate so that it can be registered as an RSPO-certified FFB

Status: Comply

5.3.2

The site shall have a written procedure to conduct annual internal audit

The Procedure to conduct annual internal audit are describe at Standard Operating Procedure for Mill RSPO SCC (No. Document: FGVPM-RSPO SCCS, dated at 1 December 2017). Internal audit conducted by CDD (Certification Due Diligent) annually and management review by RSPO SCC Committee such as Internal audit conducted on 26 July 2018

Status: Comply

5.4

Purchasing and goods in

5.4.1

The receiving site shall ensure that purchases of RSPO certified oil palm products are in compliance and the following minimum information for RSPO certified products is made available by the supplier

Aring A did not purchased RSPO certified oil palm products, but produced RSPO certified oil palm products.

Status: Comply

5.4.2

The site shall have a mechanism in place for handling non-conforming oil palm products and/or documents

The Procedure/mechanism of handling non-conforming products are describe in Standard Operating Procedure for Mill RSPO SCC (No. Document: FGVPM-RSPO SCC, dated 11 June 2018) that mentioned if

- There is a risk of mass balance reports for refineries processing CPO / PK certified and non-certified at the same time
- When FFB Non Sustainable is less and delivery needs to be done system mass balance mill will down grade Sustainable CPO to Non Sustainable.
- Mill performance report system does not allow initial sales (Short sales), so the product stock must always be positive

Aring A POM did not purchased RSPO certified oil palm products, but produced RSPO certified oil palm products	
	Status: Comply
5.5	Outsourcing activities
5.5.1 In cases where an operation seeking or holding certification outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the operation seeking or holding certification shall ensure that the independent third party complies with the requirements of the RSPO Supply Chain Certification Standard. A CPO mill and independent mill cannot outsource processing activities like refining or crushing.	
Aring A POM doesn't outsource activities to independent third parties. All CPO and PK transport was using Felda Transport Sdn Bhd After processed the FFB, facility only sell their certified product (CPO and PK) to the buyer directly and not seeking outsourcing activities.	
	Status: Comply
5.5.2 Sites which include outsourcing within the scope of their RSPO Supply Chain certificate shall ensure the following: <ol style="list-style-type: none"> The site has legal ownership of all input material to be included in outsourced processes; The site has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the site to ensure that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary. The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor. d) The site seeking or holding certification shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and any and all information, when this is announced in advance 	
Aring A POM doesn't outsource activities to independent third parties. All CPO and PK transport was using Felda Transport Sdn Bhd After processed the FFB, facility only sell their certified product (CPO and PK) to the buyer directly and not seeking outsourcing activities.	
	Status: Comply
5.5.3 The site shall record the names and contact details of all contractors used for the processing or physical handling of RSPO certified oil palm products.	
Aring A POM doesn't outsource activities to independent third parties. All CPO and PK transport was using Felda Transport Sdn Bhd After processed the FFB, facility only sell their certified product (CPO and PK) to the buyer directly and not seeking outsourcing activities.	
	Status: Comply
5.5.4 The site shall at its next audit inform its CB of the names and contact details of any new contractor used for the processing or physical handling of RSPO certified oil palm products	
Aring A POM doesn't outsource activities to independent third parties. All CPO and PK transport was using Felda Transport Sdn Bhd	

After processed the FFB, facility only sell their certified product (CPO and PK) to the buyer directly and not seeking outsourcing activities.

Status: Comply

5.6 Sales and goods out

5.6.1

The supplying site shall ensure that the following minimum information for RSPO certified products is made available in document form: The name and address of the buyer

Documentation for the Sustainable Crude Palm Oil (Sustainable CPO), consist of: daily record of the FFB acceptance, daily record of CPO production, which classified as the CSPO, CPO (RSPO/ISCC) sale record, stock record that has been reconciled with the FFB acceptance, monthly production and sale and annual recapitulation.

Documentation for the Sustainable Palm Kernel (Sustainable PK), consist of: FFB dispatch record, which further will be counted the daily production of the Sustainable PK, daily production record of the PK, which classified as the Sustainable PK, monthly recapitulation of the Sustainable PK's sale, stock record, which has been reconciled with the FFB acceptance record, monthly sale production and annual recapitulation.

Documents verifications its known if there is of Certified Palm Kernel and Certified Palm Oil with the buyer as follows:

- **CSPO Buyer**

Name of Buyer : FGV Biotechnologies

Membership : RSPO_PO1000001353

Address : Lot 1863, Kuantan Port, Jalan Pelabuhan 2 2680 Pahang

- **CSPK Buyer :**

Name of Buyer : FELDA Kernel Products Sdn Bhd

Membership : RSPO_PO1000000995

Address : KCP Semambu Felda Kernel Product Sdn Bhd, Lot 149 Kawasan Perindustrian Semambu 2530 Kuantan Pahang

Status: Comply

5.7 Registration of transactions

5.7.1

Supply chain actors who:

- are mills, traders, crushers and refineries; and
- take legal ownership and/or physically handle RSPO Certified Sustainable oil palm products that are available in the yield scheme of the RSPO IT Platform (Figure 2 and 3, refer Annex 1) shall register their transaction in the RSPO IT platform and confirm upon receipt where applicable

Documents verifications its known if there is of Certified Palm Kernel and Certified Palm Oil with the buyer as follows:

- **CSPO Buyer**

Name of Buyer : FGV Biotechnologies

Membership : RSPO_PO1000001353

Address : Lot 1863, Kuantan Port, Jalan Pelabuhan 2 2680 Pahang

- **CSPK Buyer :**

Name of Buyer : FELDA Kernel Products Sdn Bhd

Membership : RSPO_PO1000000995

Address : KCP Semambu Felda Kernel Product Sdn Bhd, Lot 149 Kawasan Perindustrian Semambu 2530 Kuantan Pahang

Status: Comply

5.7.2

The involved supply chain actors mentioned in 5.7.1 shall do the following actions in the RSPO IT Platform:

- Shipping Announcement / Announcement: When RSPO certified volume is sold as certified, the volumes of products that are in the yield scheme (Figure 2 and 3, refer Annex 1) shall be registered as a Shipping Announcement / Announcement in the RSPO IT Platform. The declaration time to do Shipping announcement / Announcement is based on members' own standard operating procedures.
- Trace: When RSPO certified volumes are sold as RSPO certified to actors in the supply chain beyond the refinery, the volume shall be traced at least annually. Tracing triggers the generation of a trace document with a unique traceability number. Tracing can be done in a consolidated way at least annually.
- Remove: RSPO certified volumes sold under other scheme or as conventional, or in case of underproduction, loss or damage shall be removed.
- Confirm: Acknowledge the purchase of RSPO certified volume by confirming Shipping Announcements / Announcements.

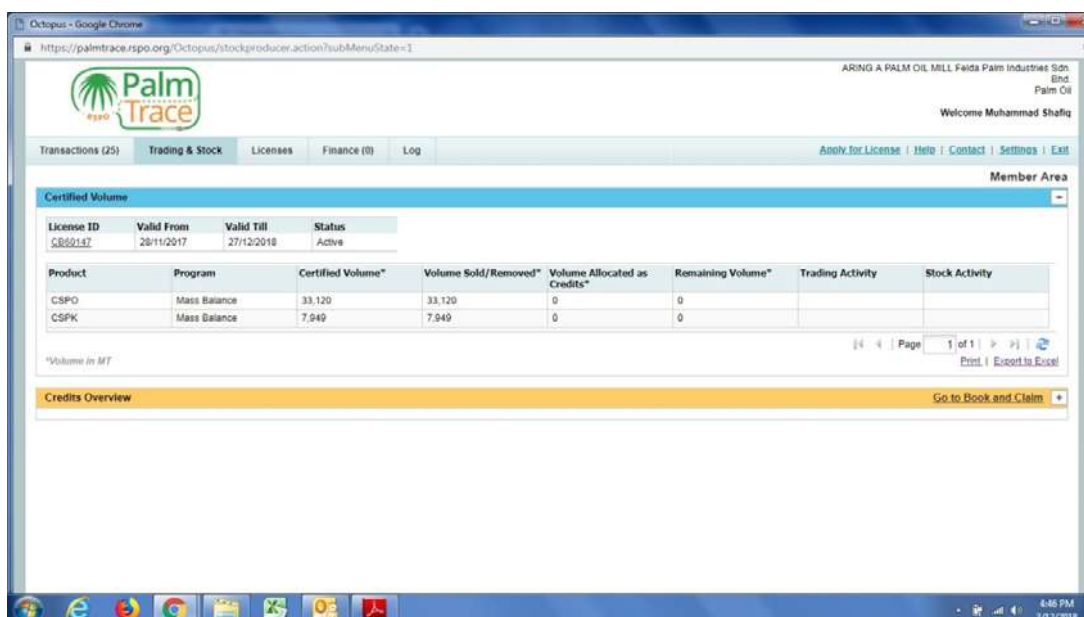
Documentation for the Sustainable Crude Palm Oil (Sustainable CPO), consist of: daily record of the FFB acceptance, daily record of CPO production, which classified as the CSPO, CPO (RSPO/ISCC) sale record, stock record that has been reconciled with the FFB acceptance, monthly production and sale and annual recapitulation.

Documentation for the Sustainable Palm Kernel (Sustainable PK), consist of: FFB dispatch record, which further will be counted the daily production of the Sustainable PK, daily production record of the PK, which classified as the Sustainable PK, monthly recapitulation of the Sustainable PK's sale, stock record, which has been reconciled with the FFB acceptance record, monthly sale production and annual recapitulation.

There is a sample of Shipping announcement are:

- Shipping Announcement dated 21 March 2018 with Seller Contract Number RSPG6957g, buyer reference Number RSPG6957g with Volume of CSPK 563.19 MT program MB to FELDA KERNEL PRODUCTS SDN BHD
- Shipping Announcement dated 10 January 2018 with Seller Contract Number F050252, buyer reference Number F050252010118 with Volume of CSPO 276.08 MT program MB to FGV Biotechnologies Sdn Bhd

Documents verifications its known if the selling of CSPO other scheme or conventional scheme not yet removed from RSPO IT Platform, and it's become Observation that the company shall evaluation related to the time order of remove stock on Palm trace of CSPO and CSPK products sold in other schemes or conventional (OFI No 4). Right now Aring A POM has been removed all CSPO and CSPK that sold as conventional



License ID	Valid From	Valid Till	Status
CS00147	28/11/2017	27/12/2018	Active

Product	Program	Certified Volume*	Volume Sold/Removed*	Volume Allocated as Credits*	Remaining Volume*	Trading Activity	Stock Activity
CSPO	Mass Balance	33,120	33,120	0	0		
CSPK	Mass Balance	7,949	7,949	0	0		

*Volume in MT

Credits Overview Go to Book and Claim

Status: Comply

5.8	Training																																																							
5.8.1																																																								
The organization shall have a training plan on RSPO Supply Chain Standards requirements, which is subject to on-going review and is supported by records of the training provided to staff																																																								
Based documents review and interview with the managements representative its known if the training plan on RSPO SCC requirements conducted annually once a year. The training program scheduled on March 2018 and that's has been conducted.																																																								
	Status: Comply																																																							
5.8.2																																																								
Appropriate training shall be provided by the organization for personnel carrying out the tasks critical to the effective implementation of the supply chain certification standard requirements. Training shall be specific and relevant to the task(s) performed																																																								
Training to personnel of estates who involved in the SCCS implementation was conducted on 15 March 2018 related to RSPO SCC Model, the use of CSPO logo in FFB delivery document, mass balance records etc. The number of participants are 12 persons																																																								
Based on interviews with security guards, weighbridge officers and managers, it is known that key persons in SCCS activities have understood the procedures and can demonstrate how documented FFB, CPO, PK are certified and not certified.																																																								
	Status: Comply																																																							
5.9	Record keeping																																																							
5.9.1																																																								
The organization shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of these RSPO Supply Chain Certification Standard requirements																																																								
Aring A Mill has maintain accurate, complete and up-to-date for the FFB receives, process and CPO & PK production from its supply bases.																																																								
Related ti that's matter the CH can show volumes of certified and non-certified FFBs received as follows																																																								
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CPO production and Dispatch for Aring A Mill

Periods	CPO production (MT)		Total	CPO Dispatch (MT)			Total
	Cert	Non Cert		RSPO	ISCC	Non Cert	
29 - 30 Nov 2017							
Dec-17	2,413.17	2,291.30	4,704.47			1467.81	1,467.81
January'18	2,169.59	1,387.56	3,557.15	1,454.74		1527.36	2,982.10
February'18	1,869.04	1,211.71	3,080.75			1,804.45	1,804.45
Total	6,451.80	4,890.57	11,342.37	1,454.74		4,799.62	6,254.36
March'18	2,150.40	1,352.13	3,502.53			650.35	650.35
April'18	2,319.80	1,104.20	3,424.00			2331.48	2331.48
May'18	2,204.02	1,056.33	3,260.35			3670.01	3670.01
Total	6,674.22	3,512.66	10,186.88	-		6,651.84	6,651.84
June'18	2,022.58	826.90	2,849.48			1284.36	1,284.36
July'18	2,201.93	1,019.19	3,221.12	1,564.80		1151.92	2,716.72
August'18	2,279.07	972.69	3,251.76			1,793.66	1,793.66
Total	6,503.58	2,818.78	9,322.36	1,564.80		4,229.94	5,794.74
1 - 15 Sept'18	1,583.84	828.52	2,412.36			467.69	467.69
Grand Total	21,213.44	12,050.53	33,263.97	3,019.54		16,149.09	19,168.63

PK production and Dispatch for Aring A Mill

Periods	PK production (MT)		Total	PK Dispatch (MT)			Total
	Cert	Non Cert		RSPO	ISCC	Non Cert	
29 - 30 Nov 2017							
Dec-17	619.55		1,186.72				-
January'18	644.10		1,055.07	527.18			527.18
February'18	498.61		822.04	759.89			759.89
Total	1,762.26		3,063.83	1,287.07			1,287.07
March'18	550.09		896.10	517.23			517.23
April'18	572.30		844.62	112.06			112.06
May'18	544.63		805.75	563.19			563.19
Total	1,667.02		2,546.47	1,192.48			1,192.48
June'18	469.60		661.25	567.28			567.28
July'18	435.61		637.48	373.41			373.41
August'18	469.83		671.18	1,023.04			1,023.04
Total	1,375.04		1,969.91	1,963.73			1,963.73
1 - 15 Sept'18	346.92	46.12	393.04				

Total	5,151.24		4,443.28		4,443.28
	Status: Comply				
5.9.2					
Retention times for all records and reports shall be a minimum of two (2) years and shall comply with legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock					
On Standard Operating Procedure for Mill RSPO SCC (No. FGVPM-RSPO SCC dated 11 June 2018) mentioned if the documents will be filing and keeping for two years.					
Based on document verification, the management unit can shown all recording data for two years ago. Such as: contract document, FFB Consignment, CPO and PK Ticket, etc.					
	Status: Comply				
5.9.3					
The organization shall be able to provide the estimate volume of palm oil / palm kernel oil content (separate categories) in the RSPO certified oil palm product and keep an up to date record of the volume purchased (input) and claimed (output) over a period of twelve (12) months.					
Information related to projected certified products that may be produced by Aring A are listed in the Stage -2 certificate, actual production has been verified during the ASA-1 audit including product projection for the next 12 years (next licensing period), in the following table:					
	Previous projection (28 November, 2017 to 27 November, 2018)	Actual certified volume (28 November, 2017 to 15 September 2018)	Next license projection (28 November, 2018 to 27 November, 2019)		
FFB (tonnes)	157,712	78,300.02	150,136		
CSPO (tonnes)	33,120	21,213.55	33,030		
CSPK (tonnes)	7,949	5,151.27	7,507		
	Status: Comply				
5.10	Conversion factors				
5.10.1					
Where applicable a conversion rate shall be applied to provide a reliable estimate for the amount of certified output available from the associated inputs. Organizations may determine and set their own conversion rates which shall be based upon past experience, documented and applied consistently. Guidance on conversion rates is published on the RSPO website (www.rspo.org); RSPO Rules for Physical Transition of Oleochemicals and its Derivatives. This is relevant for derivatives of Palm Oil and Palm Kernel Oil, as used in the oleochemical and personal care industries					
No. Facility did not using conversion rate.					
	Status: Comply				
5.10.2					
Conversion rates shall be periodically updated to ensure accuracy against actual performance or industry average if appropriate.					
No. Facility did not using conversion rate.					
	Status: Comply				
5.11	Claims				

5.11.1	The site shall only make claims regarding the use of or support of RSPO certified oil palm products that are in compliance with the RSPO Rules on Market Communications and Claims.
	No. Facility did not using logo during communication with stakeholder / customer.
	Status: Comply
5.12	Complaints
5.12.1	The organization shall have in place and maintain documented procedures for collecting and resolving stakeholder complaints.
	<p>The management unit of FGVP (M) has Procedures of Complaint and Grumbling Handling (Number: ML - 1A / L2 – Pr13, 1 June 2016). The procedure aim to resolve all complaints and grievances fairly and to maintain good relations between the company and other parties. The company was installed complain box in each estates and mill. Management unit also have records of complain in log book. The grievance from migrant workers may be submitted to the worker union. The worker union consist of representative from Malay worker.</p> <p>Meanwhile in the On Standard Operating Procedure for Mill RSPO SCC (No. FGVPM-RSPO SCC dated 11 June 2018), dated at 1 December 2017) described about the mechanism for grievance of complaints are:</p> <ul style="list-style-type: none"> - If there is a grievance or complaints about RSPO SCC, the POM should referring to FGVP(M) has Procedures of Complaint and Grumbling Handling - Any amendments are subject to change by the RSPO system, which refers to the www.rspo.org
	Status: Comply
5.13	Management review
5.13.1	The organization is required to hold management reviews annually at planned intervals, appropriate to the scale and nature of the activities undertaken
	Managements review conducted annually one times a year after internal audit
	Status: Comply
5.13.2	The input to management review shall include information on:
	<ul style="list-style-type: none"> • Results of internal audits covering RSPO Supply Chain Certification Standard. • Customer feedback. • Status of preventive and corrective actions. • Follow-up actions from management reviews. • Changes that could affect the management system. • Recommendations for improvement.
	<p>The last management review conducted on 15 March 2018 with the number of participants 12. The results of managements review are:</p> <ul style="list-style-type: none"> - Results of internal audit - Customer feedback - Process performance and product conformity - Recommendation
	Status: Comply
5.13.3	The output from the management review shall include any decisions and actions related to:
	<ul style="list-style-type: none"> • Improvement of the effectiveness of the management system and its processes. • Resource needs.
	<p>all the input required has been discussed in the management review. The output of managements review are</p> <ul style="list-style-type: none"> - Data for mass balance calculation recorded daily, monthly and yearly basis

<ul style="list-style-type: none">- Customer feedback form was created and distributed- Result on audit will be revised for improvement	
	Status: Comply

3.2.2 (Module E) CPO Mills - Mass Balance Requirements

Clause	(Module E) CPO Mills - Mass Balance Requirements																		
E.1	Definition																		
E.1.1	<p>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.</p> <p>Aring A POM is plan to used RSPO supply chain of Mass Balance module because mill still received FFB from the outgrowers which has not been certified with RSPO.</p>																		
	Status: Comply																		
E.2	Explanation																		
E.2.1	<p>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.</p> <p>Information related to projected certified products that may be produced by Aring A are listed in the Stage -2 certificate, actual production has been verified during the ASA-1 audit including product projection for the next 12 years (next licensing period), in the following table:</p> <table border="1"> <thead> <tr> <th></th><th>Previous projection (28 November, 2017 to 27 November, 2018)</th><th>Actual certified volume (28 November, 2017 to 15 September 2018)</th><th>Next license projection (28 November, 2018 to 27 November, 2019)</th></tr> </thead> <tbody> <tr> <td>FFB (tonnes)</td><td>157,712</td><td>78,300.02</td><td>150,136</td></tr> <tr> <td>CSPO (tonnes)</td><td>33,120</td><td>21,213.55</td><td>33,030</td></tr> <tr> <td>CSPK (tonnes)</td><td>7,949</td><td>5,151.27</td><td>7,507</td></tr> </tbody> </table>				Previous projection (28 November, 2017 to 27 November, 2018)	Actual certified volume (28 November, 2017 to 15 September 2018)	Next license projection (28 November, 2018 to 27 November, 2019)	FFB (tonnes)	157,712	78,300.02	150,136	CSPO (tonnes)	33,120	21,213.55	33,030	CSPK (tonnes)	7,949	5,151.27	7,507
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CSPK (tonnes)	7,949	5,151.27	7,507																
	Status: Comply																		
E.2.2	<p>The mill must also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform or book and claim).</p> <p>Aring A POM is subsidiary of Felda Global Ventures that member of RSPO: 1-0225-16-000-00, 27 December 2016. FPISB Aring has had RSPO IT Platform member with registration number: RSPO_PO1000003045</p>																		
	Status: Comply																		
E.3	Documented procedures																		
E.3.1	<p>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:</p> <ol style="list-style-type: none"> Complete and up to date procedures covering the implementation of all the elements in these requirements; 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. <p>Aring A Palm Oil Mill has Documented procedures (No. Document: FGVPM-RSPO SCC, dated 11 June 2018). The procedures established and covering all elements of the supply chain model requirements, records and reports of compliance with supply chain requirements including training records. The procedures also identified role of</p>																		

implementation responsibility persons are mill manager, mill staff, CDD, weighbridge operator etc

In the procedure mentioned that the model used SCCS is Mass Balance, Aring A POM has had SOP for Mill RSPO Supply Chain Certification System. SOP describes the procedure to guarantee the products produced by the mill can be traced to its source and certainly comes from certified sources. FFB defined as the RSPO certified FFB are

4. estate registered in the RSPO certificate
5. another estate of FGV who has obtained RSPO certificate
6. other than the estate must submit / show a copy of the RSPO certificate so that it can be registered as an RSPO-certified FFB

RSPO FFB certified suppliers are from the estate:

- FGVP(M) Aring 02
- FGVP(M) Aring 06
- FGVP(M) Aring 03
- FGVP(M) Aring 04
- FGVP(M) Aring 08
- FGVP(M) Aring 05
- FGVP(M) Aring 10
- FGVP(M) Aring 11
- FGVP(M) Aring 15

other than the estate must submit / show a copy of the RSPO certificate so that it can be registered as an RSPO-certified FFB

Status: Comply

E.3.2

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

In the procedure mentioned that the model used SCCS is Mass Balance, Aring A POM has had SOP for Mill RSPO Supply Chain Certification System. SOP describes the procedure to guarantee the products produced by the mill can be traced to its source and certainly comes from certified sources. FFB defined as the RSPO certified FFB are

1. estate registered in the RSPO certificate
2. another estate of FGV who has obtained RSPO certificate
3. other than the estate must submit / show a copy of the RSPO certificate so that it can be registered as an RSPO-certified FFB

Based on description from CDD and mill representative, mill also use computerize system to record the source of FFB. The system will be input with certified source (estate name) and non-certified source (independent supplier, outgrower and smallholder).

Status: Comply

E.4

Purchasing and goods in

E.4.1

The site shall verify and document the volumes of certified and non-certified FFBs received.

Documents verification its known if the RSPO FFB certified are from the estate:

- FGVP(M) Aring 02
- FGVP(M) Aring 06
- FGVP(M) Aring 03
- FGVP(M) Aring 04
- FGVP(M) Aring 08
- FGVP(M) Aring 05
- FGVP(M) Aring 10
- FGVP(M) Aring 11
- FGVP(M) Aring 15

Related to that's matter the CH can show volumes of certified and non-certified FFBs received as follows

Month	FFB		
	RSPO Certified	Non Certified	Total
29 - 30 Nov 2017	0	2,448.1	2,448.1
Dec-17	12,237.99	11,108.33	23346.32
January'18	11,439.08	7,369.13	18,808.21
February'18	9,121.62	5,938.75	15,060.37
March'18	9,931.74	6,195.51	16,127.25
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May'18	9,779.42	4,696.27	14,475.69
June'18	9,334.89	3,825.66	13,160.55
July'18	10,193.16	4,719.89	14,913.05
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1 - 15 Sept'18	7,762.18	3,988.15	11,750.33
Total	78,300.02	39,722.78	118,022.8

In the first two days the FFB is not claimed as RSPO Product

Status: Comply

E.4.2

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

Aring A POM not certified yet and this standard will be verified after mill has been certified. FGVP(M) has had SOP for Mill RSPO Supply Chain Certification System which describe that mill has daily report which informs FFB input, mill only can sell the certified product from positive stock and shown in mass balance record, mill need to report to CB immediately if there is overproduction from projected production.

There is no production of certified products which exceeds the projected for the period of 21 July 2017 to 21 April 2018, the actual and projected details in the following table:

	Previous projection (28 November, 2017 to 27 November, 2018)	Actual certified volume (28 November, 2017 to 15 September 2018)
FFB (tonnes)	157,712	78,300.02
CSPO (tonnes)	33,120	21,213.55
CSPK (tonnes)	7,949	5,151.27

Status: Comply

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.)

Aring POM has been able to demonstrate the mechanism of separation of certified and non-certified products in the records model made starting from incoming FFB until processed FFB in the documents of **Production Monthly Report of Incoming & Processed FFB** which describe recording mechanism of the separation of certified and non-certified products, such as incoming FFB data, processed FFB data, CPO and Kernel production data, CPO and kernel extraction data, which were verified daily by Manager

The mill has records and balanced the received certified and noncertified material, as well the certified and noncertified product generated and delivered using the proper ratio in real time and three monthly basis, as describes in RSPO mass balance report

CPO production and Dispatch for Aring A Mill

Periods	CPO production (MT)		Total	CPO Dispatch (MT)			Total
	Cert	Non Cert		RSPO	ISCC	Non Cert	
29 - 30 Nov 2017							
Dec-17	2,413.17	2,291.30	4,704.47			1467.81	1,467.81
January'18	2,169.59	1,387.56	3,557.15	1,454.74		1527.36	2,982.10
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June'18	2,022.58	826.90	2,849.48			1284.36	1,284.36
July'18	2,201.93	1,019.19	3,221.12	1,564.80		1151.92	2,716.72
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Total	6,503.58	2,818.78	9,322.36	1,564.80		4,229.94	5,794.74
1 - 15 Sept'18	1,583.84	828.52	2,412.36			467.69	467.69
Grand Total	21,213.44	12,050.53	33,263.97	3,019.54		16,149.09	19,168.63

PK production and Dispatch for Aring A Mill

Periods	PK production (MT)		Total	PK Dispatch (MT)			Total
	Cert	Non Cert		RSPO	ISCC	Non Cert	
29 - 30 Nov 2017							
Dec-17	619.55		1,186.72				-
January'18	644.10		1,055.07	527.18			527.18
February'18	498.61		822.04	759.89			759.89
Total	1,762.26		3,063.83	1,287.07			1,287.07
March'18	550.09		896.10	517.23			517.23

April'18	572.30		844.62	112.06			112.06
May'18	544.63		805.75	563.19			563.19
Total	1,667.02		2,546.47	1,192.48			1,192.48
June'18	469.60		661.25	567.28			567.28
July'18	435.61		637.48	373.41			373.41
August'18	469.83		671.18	1,023.04			1,023.04
Total	1,375.04		1,969.91	1,963.73			1,963.73
1 - 15 Sept'18	346.92	46.12	393.04				
Total	5,151.24			4,443.28			4,443.28
	Status: Comply						

3.3. Conformity Checklist of Certificate and Trademark Use

1.	Evidence of permission or approval certificate and trademark from Certification Body which submitted by Client	X or√
ASA-1	The company does not use RSPO logo.	√
	Status: Comply	
2.	Implementation of certificate and trademark used by Client comply with size and type (shape) against Guideline of Trademark Use	X or√
ASA-1	The company does not use RSPO logo.	√
	Status: Comply	
3.	Implementation of Certificate and Trademark is not used on product	X or√
ASA-1	The company does not use RSPO logo.	√
	Status: Comply	
4.	Controlling of Certificate and Trademark, including withdrawing inappropriate trademark.	X or√
ASA-1	The company does not use RSPO logo.	√
	Status: Comply	

3.4. Summary of RSPO Partial Certification.

Compliance of the uncertified management units of RSPO Member against the rules for partial certification was determined through self-assessment in accordance with RSPO Certification System clause 4.2.4. A summary of findings is as stated below.

Compliance of the uncertified management units of Felda Global Ventures Holdings Berhad against the rules for partial certification was determined through Self-Assessment in accordance with RSPO Certification System clause 4.2.4. A summary of findings is as stated below

Felda Global Ventures Holdings Berhad Time Bound Plan is explaining in table 1.10. Felda Global Ventures Holdings Berhad run seventy two (72) mills and Seventy Five (75) Complex in Malaysia and Indonesia and no one has achieved RSPO certified. Felda Global Ventures Holdings Berhad has informed the Time Bound Plan progress, MUTU has considered that Felda Global Ventures Holdings Berhad is comply with the RSPO requirement for Time Bound Plan. The Time Bound Plan was revised and declared by Felda Global Ventures Holdings Berhad on 31 March 2017.

MUTU has verified partial certification for un-certified unit's subsidiary of Felda Global Ventures Holdings Berhad based on their Time Bound Plan. There are seventy two (72) uncertified management unit of Felda Global Ventures Holdings Berhad. MUTU Auditor verified positive assurance against the company internal audit and supporting evidence as well as any information from others sources.

MUTU Auditor has verified company partial certification and concludes that:

- There is no significant land conflicts which have not been declared above
- The company has follow RSPO requirement related to New Planting Procedure and Remediation and Compensation Procedure.
- There is no labour disputes that are not being resolved through an agreed process
- All plantations established since 2005 have been done so in accordance with the applicable laws of the country and that there is no evidence of non-compliance with law in any of the non-certified holdings which has not been declared above

2.1 Un-Certified Units or Holdings		
Section	Requirement	Concerns to Discuss, if any
2.2.1	Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	<p>Company Group/Holding Statement: Yes, there was an internal audit and has positive assurance statement.</p> <p>Auditor Verification: Yes, at the current status only 16 complexes already have internal audit in year 2016. Seen the internal audit done by Certification & Due Diligence (CDD) Department. The NC during the audit still in progress to close. All certification bodies that will do the audit for FGV need to verify those NC. Others complex will do as per their time bound plan. Overall findings is positive as per before.</p>
2.2.2	No replacement after dates defined in NIs Criterion 7.3 of: <ul style="list-style-type: none"> • Primary forest. • Any area identified as containing High Conservation Values (HCVs). • Any area required to maintain or enhance 	<p>Company Group/Holding Statement:</p> <p>Auditor Verification: As per this year audit, there has been no replacement of primary forest area. However, there is one issue</p>

	<p>HCVs in accordance with RSPO criterion 7.3.</p>	<p>reported by Chain Research Reaction regarding HCV clearance in Kalimantan.</p> <p>FGV already brief this issue to RSPO secretariat. All details summary as per below:</p> <table border="1"> <thead> <tr> <th data-bbox="841 491 1003 554">ISSUE</th><th data-bbox="1003 491 1219 554">ACTION PLAN PROGRESS</th><th data-bbox="1219 491 1377 554">DATE OF COMPLETION</th></tr> </thead> <tbody> <tr> <td data-bbox="841 554 1003 722">HCV clearance at PT CNP and PT TAA</td><td data-bbox="1003 554 1219 722">Engaged independent consultant for ground investigation</td><td data-bbox="1219 554 1377 722">20 April - 4th May 2016</td></tr> <tr> <td data-bbox="841 722 1003 827"></td><td data-bbox="1003 722 1219 827">Investigation finding presentation to FGV management</td><td data-bbox="1219 722 1377 827">9th May 2016</td></tr> <tr> <td data-bbox="841 827 1003 953"></td><td data-bbox="1003 827 1219 953">Brief presentation to RSPO on the investigation findings</td><td data-bbox="1219 827 1377 953">10 May 2016</td></tr> <tr> <td data-bbox="841 953 1003 1058"></td><td data-bbox="1003 953 1219 1058">Letter to stop all operation in HCV area</td><td data-bbox="1219 953 1377 1058">10 May 2016</td></tr> <tr> <td data-bbox="841 1058 1003 1226"></td><td data-bbox="1003 1058 1219 1226">1st Public statement on HCV clearance at PT CNP and PT TAA on FGV website</td><td data-bbox="1219 1058 1377 1226">22nd May</td></tr> <tr> <td data-bbox="841 1226 1003 1394"></td><td data-bbox="1003 1226 1219 1394">Discussion on Conservation and remediation plan with RSPO technical Director</td><td data-bbox="1219 1226 1377 1394">23 May 2016</td></tr> <tr> <td data-bbox="841 1394 1003 1562"></td><td data-bbox="1003 1394 1219 1562">2nd Public statement on HCV clearance at PT CNP and PT TAA on FGV website</td><td data-bbox="1219 1394 1377 1562">25 May 2016</td></tr> <tr> <td data-bbox="841 1562 1003 1688"></td><td data-bbox="1003 1562 1219 1688">Sent a letter to RSPO on action plan for PT CNP and PT TAA</td><td data-bbox="1219 1562 1377 1688">27th May 2016</td></tr> <tr> <td data-bbox="841 1688 1003 1856"></td><td data-bbox="1003 1688 1219 1856">3rd Public statement on HCV clearance at PT CNP and PT TAA on FGV website</td><td data-bbox="1219 1688 1377 1856">15 June 2016</td></tr> <tr> <td data-bbox="841 1856 1003 1950"></td><td data-bbox="1003 1856 1219 1950">Develop the Conservation and Remediation plan</td><td data-bbox="1219 1856 1377 1950">1st July 2016</td></tr> </tbody> </table>	ISSUE	ACTION PLAN PROGRESS	DATE OF COMPLETION	HCV clearance at PT CNP and PT TAA	Engaged independent consultant for ground investigation	20 April - 4 th May 2016		Investigation finding presentation to FGV management	9 th May 2016		Brief presentation to RSPO on the investigation findings	10 May 2016		Letter to stop all operation in HCV area	10 May 2016		1st Public statement on HCV clearance at PT CNP and PT TAA on FGV website	22 nd May		Discussion on Conservation and remediation plan with RSPO technical Director	23 May 2016		2nd Public statement on HCV clearance at PT CNP and PT TAA on FGV website	25 May 2016		Sent a letter to RSPO on action plan for PT CNP and PT TAA	27 th May 2016		3rd Public statement on HCV clearance at PT CNP and PT TAA on FGV website	15 June 2016		Develop the Conservation and Remediation plan	1 st July 2016
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			and relevant SOP	
			Appointment letter to engage independent external social mediator to handle negotiation with affected communities	1 st July 2016
			Conducted social mediation and engagement with affected communities	18 July to 30 July 2016
			Consultation with FGV legal department on local national regulation. Found that the area (PT CNP and PT TAA) were outside the Indonesia Peat Moratorium no. X (10)	30 July 2016
			4th Public statement on HCV clearance at PT CNP and PT TAA on FGV website	12 August 2016
			Sent the progress of action taken to RSPO using SRT V	19 August 2016
			Sent out the Conservation and remediation plan to PT CNP and PT TAA for implementation	7 Oct 2016
			Meeting with RSPO Technical Director and RSPO Complaint Coordinator on PT CNP and PT TAA issue	14 Oct 2016
			Sent the progress of action taken to RSPO using SRT V	17 Oct 2016
			5th Public Statement on HCV clearance	5 Nov 2016

			at PT CNP and PT TAA on FGV website	
			Meeting with RSPO secretariat on Compensation Panel feedback and our complaints on HCV updates in WSJ complaint update	25 Nov 2016
			Received comment and recommendation from RSPO compensation Panel on PT CNP	1 Dec 2016
			Meeting with the FGV Kalimantan at PT CNP office for further engagement with ELC/Aidenvironment and Aksenta	13 Dec 2016
			Meeting on new revised Indonesia regulation PP57 and PP 71 with Badan Lingkungan Hidup dan Kehutanan as well as with Dinas Perkebunan Kalimantan Barat	14 Dec 2016
			Meeting with ELC/AIDH and Aksenta on new proposal to include Aidenvironment proposal for our Landscape conservation plan	14 Dec 2016
			Meeting with PERMADA (Persatuan Madura & Dayaks) on their request to develop the HCV area	15 Dec 2016
			Site visit to PT CNP and PT TAA with Kalimatan team	15 Dec 2016

			Finalizing the next action for conservation engagement with ELC/AIDH and Aidenvironment	16 Dec 2016
			Kalimantan operation to seek an area with local Bupati to replace the cleared HCV area	In progress
		REVIEW HCV ASSESSMENT	6th Public Statement on HCV clearance at PT CNP and PT TAA on FGV website	10 Feb 2017
			PERSADA meeting with RSPO Jakarta	9th Mar 2017
2.2.3	Any new plantings since January 1 st 2010 must comply with the RSPO New Plantings Procedure.	<i>Company Group/Holding Statement:</i> There is new planting after 1 Jan 2010. <i>Auditor Verification:</i> NPP audit has been carried out for all FGVPM Estate and is currently under review. Data as per below		
		ESTATE	HECTARAGE INVOLVES IN NPP	Status
		FGVPM Chegar Perah 1	59.32	Still on going. Waiting consultant (Aksenta) to present the final report for HCV, SIA, LUCA & HCS assessment.
		FGVPM Bukit Sagu 8	61.54	
		FGVPM Tembangau 5	86.58	
		FGVPM Selendang 3	97.59	
		FGVPM Krau 2	170.78	Waiting consultant (Aksenta) to start NPP assessment in February 2017.
		FGVPM Krau 4	80.28	
		FGVPM Bukit Sagu 6	72.87	
		FGVPM Lepar Hilir 5	253.62	
		FGVPM Tembangau 6	495.53	
		FGVPM Aring 10	518.52	
		FGVPM Setiu 01	130.72	
		Total	1,722.32	
2.2.4	Any Land conflicts are being resolved through a	<i>Company Group/Holding Statement:</i>		

	<p>mutually agreed process, e.g. RSPO Grievance procedure or Dispute Settlement Facility, in accordance with RSPO criteria 6.4, 7.5 and 7.6.</p> <p>Auditor Verification:</p> <p>There is issue on land conflict although it was captured on Felda Membership, but FGV also indirectly involved as part of the claim involve FGVP Sahabat 55 The issue still in progress. Data as per below:</p> <p>Member : Lembaga Kemajuan Tanah Persekutuan (FELDA) /Orang Dusun Desa Begahak Date Filed : 16 February 2015 Complaint : Community of Desa Begahak Complaint : The company has breached the communities user rights to the land in breach of Principle 2.2</p> <p>Status : Box F – Action Plan</p> <p>Synopsis</p> <p>According to the Enquiry National Hak Tanah of Malaysia conducted by SUHAKAM, the state government had given 1260 acres of land to the Dusun Begahak community in 1981. At the same time, the same land was alienated to FELDA for development.</p> <p>The complainant raised the issue that FELDA has no right to develop their land and should return it to the community because the land originally belonged to the community. The complainant also stated that the cemetery area is being developed by FELDA.</p> <p>FELDA enclave 916 acres of the said land and gave it back to the community on the 25th of May 1982. The community planted fruits and other crops on the land.</p> <p>We have received some evidence from both sides. The evidence needs to be scrutinised and investigated further.</p> <p>Remarks</p> <p>2 July 2015 – It was agreed that the matter would be referred to the FELDA/FGV Sustainable Steering Committee on 7th July 2015.</p> <p>22 June 2015 – FELDA had another meeting with Robin Balud and the representatives of the community</p>
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		<p>and agreed to exchange documents on the land claim. A site visit was also undertaken with the community members.</p> <p>4 June 2015 – FELDA met with Robin Balud again and agreed to do a joint mapping of the land.</p> <p>10 April 2015 – FELDA met the complainant, Robin Balud, in Kota Kinabalu Sabah, to discuss the complaint.</p> <p>9 April 2015 – FELDA met the community (Desa Begahak) members and discussed the issues from the complaint and the land claim.</p> <p>13 March 2015 – RSPO had a conference call meeting with the head of the Dusun Begahak community to understand the situation.</p> <p>16 March 2015 – RSPO had a conference call meeting with FELDA representatives to discuss the situation.</p> <p>17 March 2015 – The complaint was raised to the Complaint Panel for further discussion and action.</p> <p>4 June 2015 – FELDA met the complainant Robin Balud and discussed the main issues of the land claim and compensation.</p> <p>22 March 2016 – RSPO sent complaint notice to FELDA.</p> <p>1 April 2016 – State Land and Survey Department begin its mapping exercise.</p> <p>4 April 2016 – FELDA submits action plan to RSPO dated 27 March 2016.</p> <p>6 May 2016 – FELDA withdraws its RSPO Principle and Criteria certificates.</p> <p>26 July 2016 – Complainant send a formal letter to FELDA to settle the customary land dispute.</p> <p>19 August 2016 – Progress report submitted by Felda.</p>
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		20 September 2016 – Felda met with the community to discuss on how they will progress on the complaint, once the joint mapping report is received from the Sabah Land and Survey department
2.2.5	Any Labour disputes are being resolved through a mutually agreed process, in accordance with RSPO criterion 6.3.	<p><i>Company Group/Holding Statement:</i></p> <p><i>Auditor Verification:</i> There is 1 issue happen in FGVPM Palong Timur 04 (Now FGVPM Palong Timur 05) and the details is elaborated below:</p> <p>1. FGVPM PALONG TIMUR 04 (NOW FGVPM PALONG TIMUR 05): Claims on 19.06.2012 with value of summon RM61,968.60 and summon status is Court Appeal</p>
2.2.6	Any Legal non-compliance is being resolved in accordance with the legal requirements, with reference to RSPO criteria 2.1 and 2.2.	<p><i>Company Group/Holding Statement:</i></p> <p><i>Auditor Verification:</i> During partial audit, 1 issue with DOE in FPISB Selancar 2A POM is sighted. Summon no: SJ 53-4/2016; Date 14.04.2016 in Mahkamah Seksyen Kuantan.</p> <p>Fixed for Trial on 01.03.2017, 02.03.2017 and 03.03.2017.</p> <p>Also 1 issue for minimum wages. Refer to 4.3.1</p> <p>All process still in progress and CB will verify this issue in next audit or during audit in this mill.</p>

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 IA/Certification Assessment

NCR No.	: 2017.1	Issued by	: Ardiansyah
Date Issued	: 14 September 2017	Time Limit	: 13 September 2018
NC Grade	: Major	Date of Closing	: 3 November 2017
Standard Ref. & Requirement	: 2.1.1. Evidence of compliance with relevant legal requirements shall be available.		
Non-Conformance Description & Evidence observed (filled by auditor): The certification unit cannot showed the evidence of SPAN License in FGVP(M) ARING-8 estate.			
Root Cause Analysis (filled by organization audited): SPAN License have expired and in the process of renewal of SPAN license, during the Audit, Management failed to provide application records and feedback from SPAN regarding license renewal status			
Correction (filled by organization audited): Estate Management FGVP M Aring 8 will provide a record of application and feedback from the technical services of the cave region and also feedback from SPAN on the status of application renewal of SPAN license			
Corrective Action (filled by organization audited): <ol style="list-style-type: none"> 1. Application record and feedback from regional technical services 2. Records of feedback from SPAN on the status of application renewal of SPAN license 2. Copy of completed application form and submitted to SPAN 3. <i>Jabatan Teknik</i> FGVP M headquarters will be in charged regarding the SPAN License with the authority starting from 2018. 4. Procedure of 3 Month before renewal the license will be implemented. Procedure that applied on every project is a law enforcement mechanism. (Refer attachment). PIC that will monitor expire date of license on every project is Assistant manager and supply Clerk that had been appointed. 			
Assessor Evaluation and Conclusion (filled by auditor): Verification on 13 October 2017 The management unit was shown evidences: <ol style="list-style-type: none"> 1. SPAN License Registration form on behalf Mohd Khairani Bin MD Midah from FGVP M 08 Aring dated 18 September 2017 to <i>Suruhanjaya Perkhidmatan Air Negara</i> (SPAN). 2. Sighted SPAN License Application from Mr Azhari Bin Ahmad, manager of Aring 10 to General Manager Wilayah Gua Musang for Application of SPAN License dated 29th August 2017 3. FGVP M Aring 4 had received the SPAN license approval dated 25th September 2017 to Aring 04 Estate and the evidence of application been approved by Mr Wan Ahmad Zulkhairi (executive licensing and tariff SPAN) 4. Sighted a feedback from SPAN to FGVP M Aring 05 to complete the application that had been send to SPAN dated 12 September 2017. Auditor conclusions: According to root cause, correction and corrective action. This nonconformance was closed.			
Verified by	: Ebnun & Trismadi N		

NCR No.	: 2017.2	Issued by	: Sandra Purba
Date Issued	: 14 September 2017	Time Limit	: 13 September 2018
NC Grade	: Major	Date of Closing	: 10 October 2017
Standard Ref. & Requirement	: 4.7.2 All operations where health and safety is an issue shall be risk assessed, and procedures and actions shall be documented and implemented to address the identified issues. All precautions attached to products shall be properly observed and applied to the workers.		
Non-Conformance Description & Evidence observed <i>(filled by auditor):</i> The company has not able to show the evidence of entire established control plan (risk control) been implemented to reduce risk. Based on field observations and interview with workers in Aring 4 (Spraying : PR15J, Block 23 and harvesting : PM11 block 1), Aring 8 (spraying : block 15 PM 13 J, harvest : PM08E Block 4) and Aring 11 (spraying : ER16F block 10 and harvest in block1 PM 00C) found that the workers not use a standard shoes provided by management.			
Root Cause Analysis <i>(filled by organization audited):</i> Field visit at FGVPM farm Aring 4, Aring 8 and Aring 11 shows no monitoring in use of PPE by workers before work.			
Correction <i>(filled by organization audited):</i> 1) Estate Management FGVPM Aring 4, Aring 8 and Aring 11 will provide a record of the procedure for the provision of PPE to workers 2) Preparing PPE monitoring records in accordance with safety format (OHSAS 18001: 2007) 3) Provide a record of shoe deliveries to employees			
Corrective Action <i>(filled by organization audited):</i> Estate Management should briefly and make PPE checking periodically and show the PPE procedures or methods in the workers' dormitory to be understood by all employees.			
Assessor Evaluation and Conclusion <i>(filled by auditor):</i> Verification on 29 Sept 2017. FGVPM has submitted the evidence of correction, namely: <ul style="list-style-type: none"> - Aring 4 → Minute of socialization and training regarding to the use of PPE by workers in Ladang Aring 04 on 19 Sept 2017, completed with attendance list; company procedure on safe working in the document of "prosedur kerja selamat" document no.: FGVPM/L3/PK-25 wich describing : PIC on SOP implementation and task description of supervisor on PPE use monitoring, also described regarding to the type of PPE use based on risk and hazard of its work. Has been submitted the evidence of PPE hand over to the workers of Aring 04 on Aug and Sept 2017, for e.g. hand over of safety shoes to as much as 10 workers on 31 Aug 2017. 			
Verification on 10 Oct 2017 <ul style="list-style-type: none"> - Aring 8 → Schedule of PPE monitoring of Aring 8 for period of 2017 in all activities (harvesting, manuring and spraying), informs : type of PPE, program and realization; evidence of PPE hand over to workers of Aring 8 on 2-3 Oct 2017 for as much as 20 persons, PPE type : apron, mask, gloves, safety goggles, vest, safety shoes and respirator; evidence of PPE hand over to workers of Aring 8 on 11, 13, 14, 17, and 18 Sept 2017 for as much as 28 persons. Also submitted the record of monitoring of the use of PPE on 19 Sept 2017 evidence of socialization of PPE use to workers on 21 Sept 2017 (103 participant) - Aring 11→ Minute of socialization and training to as much as 67 workers related to PPE use in Aring 11 on 18 Sept 2017; monitoring report of PPE use by workers in harvesting, spraying and fertilizing activity on 18 Sept 2017 and 24 Sept 2017, the report informs: number of workers, type of PPE, number of worker who is not use PPE; evidence of PPE hand over to workers which recorded in "buku rekod PPE Ladang Aring 11", the latest is hand over of safety shoes to harvester as much as 10 persons. 			

The entire correction evidence has been submitted, implementation corrective action to all estates in the certification scope will be re-verified on ASA-1. The non-conformity stated closed with observation.

Verified by : **Sandra Purba**

NCR No.	: 2017.3	Issued by	: Ebnu H Shawal
Date Issued	: 14 September 2017	Time Limit	: ASA-2
NC Grade	: Minor	Date of Closing	: 20 September 2017
Standard Ref. & Requirement	4.6.10 Proper disposal of waste material, according to procedures that are fully understood by workers and managers shall be demonstrated		
Non-Conformance Description & Evidence observed <i>(filled by auditor):</i> The waste material has not been properly disposed of according to the procedures. <ul style="list-style-type: none"> During the observation at FGVP Aring 4 and Aring 8 sighted the evidence of non proper disposal waste including domestic waste and scheduled waste. 			
Root Cause Analysis <i>(filled by organization audited):</i> Estate Management of Aring 4 and Aring 8 are less aware of the solid waste isolation program (3R).			
Correction <i>(filled by organization audited):</i> 1. Letter of appointment officer responsible for the management of waste in farm area 2. 3R Training Record and solid waste segregation. 3. Signboard pictures ban throw empty poisons waste at landfills			
Corrective Action <i>(filled by organization audited):</i> 1) Plantation Management will carry out management training on waste disposal methods. 2) Provides an empty vane store collection store 3) Implementing and recording monitoring within the garbage disposal site 4) Record Sales of empty poisons to registered contractors (Copy of Permit) 5) Recorded triple rinse 6) Provide periodic domestic waste disposal schedule			
Assessor Evaluation and Conclusion <i>(filled by auditor):</i> FGVPM Aring 4, 8, Sighted an evidence related to the appointment of each representative for the estate to become the personnel in charge related to the waste disposal. There is also a training of waste segregation and 3R (Reduce, Reuse, Recycle) – method for the estate. The company also had install the signboard of no open burning at the area and no contaminated container at the landfill area. Based on the verification document, the auditor is satisfied with the evidence and the Non Conformance is closed.			
Verified by	: Ebnu H Shawal		

NCR No.	: 2017.4	Issued by	: Sandra Purba
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Date Issued	: 14 Sept 2017	Time Limit	: ASA-1
NC Grade	: Minor	Date of Closing	: 20 September 2018
Standard Ref. & Requirement	4.7.5 Accident and emergency procedures shall exist and instructions shall be clearly understood by all workers. Accident procedures shall be available in the appropriate language of the workforce. Assigned operatives trained in First Aid should be present in both field and other operations, and first aid equipment shall be available at worksites. Records of all accidents shall be kept and periodically reviewed.		
Non-Conformance Description & Evidence observed <i>(filled by auditor):</i> The company has set the standard of first aid box as much as 20 item, however based on field observation in Aring 4 (Spraying : PR15J, Block 23 and harvesting : PM11 block 1), Aring 8 (spraying : block 15 PM 13 J, harvest : PM08E Block 4) and Aring 11 (spraying : ER16F block 10 and harvest in block1 PM 00C) found that the first aid box brought by the foreman does not in accordance with the established standard.			
Root Cause Analysis <i>(filled by organization audited):</i> Estate Management has no clear procedure for preparing a first aid kit for the office and on the farm.			
Correction <i>(filled by organization audited):</i> 1) Estate Management will provide the latest and updated first aid kit inventory record 2) Provide an image of a first aid box inventory 3) Provide pictures of first aid boxes Appointing Officer is responsible for updating the first aid kit. Provide justification for the quantity of tools that need to be available for emergency first aid boxes and which are carried by the mandate by Safety Health Officer			
Corrective Action <i>(filled by organization audited):</i> Plantation management shall appoint a responsible officer to update the emergency first-aid kit on a need basis and provide emergency first aid kit management procedures.			
Assessor Evaluation and Conclusion <i>(filled by auditor):</i> Verification on 29 and 30 Sept 2017 The root cause analysis, correction taken and corrective action has been accepted. FGVPM has submitted the updated list of first aid equipment (16 item) and SOP of first aid on document "prosedur kerja selamat peti pertolongan cemas" document no.: FGVPM/L3/PK-48 issued on 11 Sept 2017, describes on determination of the number of first aid box, description of first aider task, monitoring of first aid equipment, and completed with the checklist of first aid monitoring. Verification on 10 Oct 2017 The FGVPM has submitted the evidence of corrective action, namely: - Document of first aider appointment in Ladang Aring 8 (on behalf of Mohd Nor Hakimi Bin Hassan on 4 Oct 2017) - Document which listing the first aid kit for Aring 8 and Aring 11 accompanied with the photos of first aid box that has been completed according to the list. However, has not yet submitted the evidence of : - the result of the identification of all first aid kit and evidence that all first aid box (number of first aid box) that has been adjusted to the list for Aring 4, 8 and 11. - The appointment letter for the first aider in Aring 4 and Aring 11 (number and location) - Evidence of socialization to the first aider associated to the new list for Aring 4, 8 and 11 - Schedule of first aid monitoring for Aring 4, 8 and 11. The evidence of correction need to be completed with justification regarding to the change of first aid list and evidence of its			

implementation to all units in the certification scope. The effectiveness of corrective action on minor NC will be verified in annual surveillance.

Verification from 17 to 20 September 2017

Estate management has shown list of first aid kit items especially for portable which brings by the Foremen to the field. Based on observation to:

- Harvesting Activities in Field PM13K Block 20 Aring 3 Estate, Field PM13Q Block 34 Aring 6 Estate and Field PM11Q Block 7 Aring 15 Estate.
- Fertilizer application activities in Field PM13K Block 20 Aring 3 Estate and Field PM09M Block 25 Aring 6 Estate.
- Pesticide application activities in Field PM06F Block 5 Aring 3 Estate and Field PM08L Block 22 Aring 6 Estate

It was known that all Foreman has brings portable first aid kit which consist of 16 items, as well as its record.

Appointment Letter of first aider officer were available. Moreover, estate management has also shows certificate of each first aiders, which all certificated valid until August 20th 2021.

Socialization and schedule of first aid kit has also available. Based on field observation, it was known that there were no expired items in first aid kit box.

Based on explanation above, **NCR No. 2017.3 is considered closed.**

Verified by : **Sandra P / Mohamad Amarullah**

NCR No.	: 2017.5	Issued by	: Ebnu H Shawal
Date Issued	: 14 September 2017	Time Limit	: 13 September 2018
NC Grade	: Major	Date of Closing	: 3 November 2017
Standard Ref. & Requirement	: 5.3.2. All chemicals and their containers shall be disposed of responsibly		

Non-Conformance Description & Evidence observed (filled by auditor):
The Scheduled waste has not been disposed of responsibly :

- During the field visit, sighted the evidence of contaminated containers (lubricant oil and pesticides container) at old hostel / shop area at FGVPM Aring 4.
- During the field visit, there is contaminated container at water treatment plant and landfill area at FGVPM Aring 8
- During site observation at Engine room FGVPM Aring 8 (PM00B) sighted the evidence of diesel and lubricant oil spillage at the area. It's found the lubricant oil and diesel has been directly discharged to the land.
- Sighted the evidence of spent oil filter and pesticides container not being classified and stored as scheduled waste at FGVPM Aring 11.

Based on the audit observation, the personnel in charge could not show the evidence of scheduled waste has been properly disposed. This is contradict with the Malaysian Environmental Quality Act 1974, Scheduled wastes Regulations 2005 which are :

1. SW 409 disposed containers, bags or equipment contaminated with chemicals, pesticides, mineral oil and
2. SW 408 contaminated soil, debris or matter resulting from cleaning-up of a spill of chemical, mineral oil

Root Cause Analysis (filled by organization audited):

Estates Management has no monitoring and less awareness in managing waste.

Correction (*filled by organization audited*):

1. Letter of appointment officer responsible for the management of waste in Estate area
2. Records of waste management training provided by the Trained Officer from CESWAMP plant
3. record disposal of used poison vials to registered contractors
4. Photo store collection of used poison tanks.
5. Records of receipt of waste in the factory

Corrective Action (*filled by organization audited*):

- 1) Estate Management will implement management training on waste disposal methods.
- 2) Prepare empty containers store for empty containers
- 3) Perform and record monitoring within the old dormitory building / shop building
- 4) Record empty vat sales to registered contractors (Copy of Permit)
- 5) Record of triple rinse

Assessor Evaluation and Conclusion (*filled by auditor*):

FGVPM Aring 11

- Sighted the evidence of letter for the Spent filter to be send to schedule waste collector (15 Nos) filters dated 21st September 2017
- Sighted the evidence receipt of plastic container (135 kgs) and 3 steel drums disposed to the recycler (Ahmad Scraps Metal in Gua Musang Kelantan)
- Sighted the contaminated container had been stored in scheduled waste store in Aring 11
- The management unit had appointed a person in charge of handling the scheduled waste : Mr Mazlan Bin Abd Aziz to identified and process the scheduled waste according to the regulation
- The company held a talk regarding the triple rinsed product and punctured for recycling purposes. Sighted the attendance list from the estate and 7 workers had attended

FGVPM Aring 8

- Sighted the evidence of signboard at the landfill area that prohibit disposal of contaminated chemical, electronic item, scrap iron and tire
- The company had build a sump for oil spillage to cater the waste material
- Empty container had been sold to the recycling collector (send to Ahmad Scrap Metal)
- Sighted an evidence of the appointment of person (Mr Khairul Ridzwan) in charge related to the management of waste in the estate

FGVPM Aring 4

- Sighted evidence of signboard related to No Open Burning at the landfill area and do not disposed the contaminated container at landfill area.
- Sighted an evidence of the training related to the scheduled waste by MR Muhammad bin Abidin at Ladang Aring 4 (Roll call Site) dated 14th September 2017
- Sighted a letter of evidence to mill manager to dispose of 2 spent filter as Scheduled waste item.
- Sighted a letter appointed Puan Ruszilawati as the person in charge of the scheduled waste at the estate and managed the waste

Additional evidence Aring Complexes

- Sighted the root cause analysis for NCR 5.3.2 which are the Management of Aring 8 less monitored the area and less awareness of waste management in FGVPM Aring 8

- Sighted Evidence of training scheduled waste management at Aring 8 complexes dated 8th October 2017 at FGVP Aring 6 by Safety and Health Officer. Genset Room only in Aring 8 and other units are using electricity from the government.
- Sighted evidence of Aring 8 Generator set room for oil sump trap had been built and the spillage area of the Genset room has been removed and filled with sand/gravel.
- Sighted the evidence of scheduled waste store and empty container store (punctured and triple rinsed) at Aring 10, Aring 8, Aring 15, Aring 6, Aring 5 and Aring 2
- The management unit had send an evidence of Landfill area that no chemical container sighted in the area for Aring 2, Aring 3, Aring 4, Aring 5, Aring 6, Aring 8, Aring 10, Aring 11, and Aring 15.

Auditor conclusions:

According to root cause, correction and corrective action. This nonconformance was closed.

Verified by	:	Ebnu H Shawal & Trismadi N
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3.5.2 Identification of Findings, Corrective Actions and Observations at ASA-1

NCR No.	:	2018.01	Issued by	:	Moh Arif Yusni
Date Issued	:	21 September 2018	Time Limit	:	ASA-2
NC Grade	:	Minor	Date of Closing	:	
Standard Ref. & Requirement	:	2.2.2 There is evidence that physical markers are located and visibly maintained along the legal boundaries particularly adjacent to state land, NCR land and reserves.			
Evidence observed (filled by auditor): Based on observation in sampled estates, it was known that estate boundaries were separated by tranches and drainage system. Furthermore, based on related legal documents verification, it was known that: <ul style="list-style-type: none"> • There were about 18 and 30 boundary stones in Aring 6 Estate and Aring 15 Estate, respectively. However, based on census which carried out in the first semester 2018, it was identified that about 18 and 30 boundary stones were lost in Aring 6 Estate and Aring 15 Estate, respectively. • Information towards boundary stones such as list of boundary stones, location map (coordinate) and census program in Aring 3 Estate were not available. 					
Non-Conformance Description (filled by auditor): The company is not be able to shows that follow up towards boundaries monitoring has been carried and recorded out sufficiently.					
Root Cause Analysis (filled by organization audited): <ol style="list-style-type: none"> 1. No person in charge to monitoring estate boundary stone 2. Not provide action plans for identification of all boundary stones 					
Correction (filled by organization audited): <ol style="list-style-type: none"> 1. Appoints person in charge for conducting monitoring of estate boundary stones 2. Prepare an action plan for identification of all boundary stones 					
Corrective Action (filled by organization audited): <ol style="list-style-type: none"> 1. Record of appointment letter of person in charge for conducting monitoring of boundary stones 2. Action plan for identification of all boundary stones and boundary maps 					
Assessor Evaluation and Conclusion (filled by auditor): 					
Verified by	:				

NCR No.	: 2018.02	Issued by	: Steve Mualim
Date Issued	: 21 September 2018	Time Limit	: ASA-2
NC Grade	: Minor	Date of Closing	:
Standard Ref. & Requirement	: 4.4.1 An implemented water management plan shall be in place		
Evidence observed (filled by auditor): Water quality analysis on the inlet and outlet of Janggit River and Merkir River in Aring 3 Estate from 2017 were not available. This is not in accordance with procedure No. ML-1A/L2-PR6(0) about " <i>Persampelan air</i> " (Water Sampling) which mention that water quality testing with parameter BOD, COD, TSS and ammonical nitrogen (NH ₃ N) shall be conducted annually.			
Non-Conformance Description (filled by auditor): Estate management is not be able to shows that water quality monitoring has been conducted in accordance with water sampling procedure.			
Root Cause Analysis (filled by organization audited): Estate management has made River water sampling for drinking water quality only, Estate management is not clear for water sampling of drinking water and water sampling required by the procedure.			
Correction (filled by organization audited): <ol style="list-style-type: none"> 1. Conduct sampling of river water quality for Sungai Janggit and Sungai Merkir 2. Conduct a briefing of River Water Sampling Procedure to staff. 			
Corrective Action (filled by organization audited): <ol style="list-style-type: none"> 1. Result of Water Quality Sampling of Sungai Janggit and Sungai Merkir 2. Record of River Water Sampling Procedure that has been brief to Estate management. 			
Assessor Evaluation and Conclusion (filled by auditor):			
Verified by	:		

NCR No.	: 2018.03	Issued by	: Steve Mualim			
Date Issued	: 21 September 2018	Time Limit	: 20 December 2018			
NC Grade	: Major	Date of Closing	: 6 November 2018			
Standard Ref. & Requirement	: 4.4.2 Protection of water courses and wetlands, including maintaining and restoring appropriate riparian and other buffer zones (refer to national best practice and national guidelines) shall be demonstrated.					
Evidence observed (filled by auditor): Sighted in Aring A POM that EFB were stacked nearby the water courses. Meanwhile, document of " <i>Jadual Pematuhan</i> (#004596)" mentioned that EFB shall be stacked minimum 100 m away from water course, which aims to avoid contamination on surface and ground water caused by leachate.						
Non-Conformance Description (filled by auditor): Aring A POM is not able to demonstrate that stacking of EFB has considering water contamination effect.						
Root Cause Analysis (filled by organization audited): <ol style="list-style-type: none"> 1. Repairing of the incinerator that causes EFB stock dumping 2. There is no consistent EFB intake from the Estate. 						
Correction (filled by organization audited): <ol style="list-style-type: none"> 1. Prepare short-term and long-term action plans for EFB management. 2. Conduct a Coordination meeting Between mill & estate management regarding EFB recruitment issues 						
Corrective Action (filled by organization audited): <ol style="list-style-type: none"> 1. Records of EFB management plans (Short term and long Term) 2. Record minutes of coordination meetings that discuss EFB issues 3. Record of EFB are taken by the estate. 						
Assessor Evaluation and Conclusion (filled by auditor): Verification 6 November 2018 Mill management shows several correction evidence as follows: <ul style="list-style-type: none"> • Approval for repairing the incinerator No 1 on 19 October 2018 • Retrieval report of EFB • Management action Plan EFB in Aring A POM which classified to short term plan and long time plan • Notification letter to contractor about empty bunch disposal Based on description towards root cause analysis, corrective action and correction evidence, it could be concluded that NCR No. 2018.03 has considered closed and will be verify on next assessment..						
Verified by	:	Moh Arif Yusni				

NCR No.	: 2018.04	Issued by	: Mohamad Amarullah			
Date Issued	: 21 September 2018	Time Limit	: 20 December 2018			
NC Grade	: Major	Date of Closing	: 17 September 2018			
Standard Ref. & Requirement	: 4.6.5 Pesticides shall only be handled, used or applied by persons who have completed the necessary training and shall always be applied in accordance with the product label. Appropriate safety and application equipment shall be provided and used. All precautions attached to the products shall be properly observed, applied, and understood by workers (see Criterion 4.7).					
Evidence observed (filled by auditor): <p>Based on field observation to PPE Store, it was known that PPE were not in place, whereas there is not pesticide application activity. Estate management informed that the respective workers were appointed to conduct manual upkeep in Field PM04M Block 12 Aring 15 Estate. However, based on Interview with Pesticide Applicators in the particular Block, it was stated that the PPE such as Respirator, Apron, Goggle, Safety Helmet and Rubber Gloves were bring and placed in dormitory.</p> <p>Safety working procedure for PPE usage No. FGV/PM/L3/PK-25 dated April 1st 2014 Point 4.2.6 which mentioned that all PEE shall be stored on special place, provided by estate management.</p>						
Non-Conformance Description (filled by auditor): <p>Estate management is not be able to shows that management of PPE placement has in accordance with the safety working procedure.</p>						
Root Cause Analysis (filled by organization audited): <ol style="list-style-type: none"> 1. There is no enforcement and inspection from the Estate <i>Keselamatan dan Kesehatan Perkerjaan</i> (KKP) committee regarding the storage of PPE in the store after work hours. 2. Lack of understanding of spraying workers on Safe work procedures (Spraying) 3. PPE storage for each worker is not available in the PPE store. 						
Correction (filled by organization audited): <ol style="list-style-type: none"> 1. Implement enforcement and inspections from the estate KKP Committee on the storage of PPE in the store after work hours 2. Implementing training programs to employees and workers regarding safe working procedures. 3. Provide PPE storage for each spraying worker 						
Corrective Action (filled by organization audited): <ol style="list-style-type: none"> 1. Record of work area inspection by the estate KKP Committee at the workers PPE store and dormitory. 2. Records of training to staff and workers regarding safe working procedures. 3. Image of PPE storage place 						
Assessor Evaluation and Conclusion (filled by auditor): Verification 17 October 2018 <p>Estate management shows several correction evidence as follows:</p> <ul style="list-style-type: none"> • Letter of Aring 15 Manager No. (35)628/1-1-01 date September 20th 2018 about instruction of pesticide applicators to only stored its PPE and working devices on the Store which already provided by estate management. • Roll call and training on PPE and devices storage which conducted by RSPO Officer on September 20th 2018, attended by pesticide applicators from Aring 15 Estate. Picture of training, PPE storage and scoring evaluation were available. • Daily record of PPE storage monitoring after works. • Weekly record of dormitory which aims to check whether the workers do not brings his PPE and/or working devices to dormitory. <p>Based on description towards root cause analysis, corrective action and correction evidence, it could be concluded that NCR</p>						

No. 2018.04 has considered closed .	
Verified by	Mohamad Amarullah

NCR No.	:	2018.06	Issued by	:	Mohamad Amarullah
Date Issued	:	21 September 2018	Time Limit	:	20 December 2018
NC Grade	:	Major	Date of Closing	:	17 September 2018
Standard Ref. & Requirement	:	4.7.3 All workers involved in the operation shall be adequately trained in safe working practices (see Criterion 4.8). Adequate and appropriate protective equipment shall be available to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, and land preparation, harvesting and, if it is used, burning.			
Evidence observed (filled by auditor): It was sighted several fact as follows: <ul style="list-style-type: none">Based on interview with Harvesters, Fertilizer Operators and Pesticide Operators in Aring 3 Estate, as well as review on PPE delivery records 2017 and 2018, it was known that PPE Boot were only provided once a year. When the boot is broken, the worker will buy the boot by himself, for example as sighted to Fertilizer Applicators.Based on observation to manuring activities in Field PM09M Block 25 Aring 6 Estate, it was found that Fertilizer Transport Workers (on vehicle named TOUGHFAR) were not equipped with safety helmet and safety shoes, while Fertilizer Applicators were not equipped with Masker.					
Non-Conformance Description (filled by auditor): Mill and Estate management are not be able to shows that all PPE were adequately provided to cover all potentially hazardous operations.					
Root Cause Analysis (filled by organization audited): Aring 03 Lack of enforcement and monitoring to employees who buy their own shoes. Aring 06 Lack of enforcement and monitoring of the use of PPE to manuring workers.					
Correction (filled by organization audited): Aring 03, Aring 06 1. Issue a warning letter to the staff and workers who do not follow safe working procedure 2. Implement monitoring of use of PPE at work area 3. Prepare PPE inspection schedules at work area					
Corrective Action (filled by organization audited): Aring 03, Aring 06 1. A copy of the warning letter to the staff and workers involved 2. Records of monitoring of use of PPE at work area. 3. Records PPE inspection schedule at work area.					
Assessor Evaluation and Conclusion (filled by auditor): Verification 17 October 2018 Estate management shows several correction evidence as follows:					

- Warning letter Stage-1 No. (1)321/BP 0533813 dated September 20th 2018 about not wearing a proper PPE on working period to the respective workers in Aring 3 and Aring 6 Estate (fertilizer transportation activities).
- Roll call and training on PPE delivery and exchange by Assistant in Aring 3 and Aring 6 Estate on September 20th 2018. The workers were reminded about readiness and completeness of PPE. Roll call was attended by 257 workers.
- Document of working inspection and PPE monitoring dated September 20th 2018. The picture shows all workers has wear a complete PPE as required by MSDS and HIRADC.
- Record of PPE delivery to all workers whose need PPE replacement. Among PPE that had replaced are goggle, mask, vest, gloves and helmet.

Based on description towards root cause analysis, corrective action and correction evidence, it could be concluded that NCR No. 2018.05 has considered **closed**.

Verified by : **Mohamad Amarullah**

NCR No.	:	2018.06	Issued by	:	Steve Mualim
Date Issued	:	21 September 2018	Time Limit	:	ASA-2
NC Grade	:	Minor	Date of Closing	:	
Standard Ref. & Requirement	:	5.1.3 This plan shall incorporate a monitoring protocol, adaptive to operational changes, which shall be implemented to monitor the effectiveness of the mitigation measures. The plan shall be reviewed as a minimum every two years to reflect the results of monitoring and where there are operational changes that may have positive and negative environmental impacts.			
Evidence observed (filled by auditor): Procedure No. FGV/ML-1A/L2-Prl on June 1 st 2016 dated June 1 st 2016 about <i>Pengenalpastian aspek alam sekitar, penilaian impak, dan penentuan kawalan</i> is not covers timeframe of periods for environment management/monitoring plan management review.					
Non-Conformance Description (filled by auditor): Timeframe for environmental management/monitoring plan review minimum for two yearly basis are not available.					
Root Cause Analysis (filled by organization audited): There is no new revision on the procedure regarding timeframe for environmental management/ monitoring plan.					
Correction (filled by organization audited): Revise the procedure regarding timeframe for environmental management/ monitoring plan					
Corrective Action (filled by organization audited): Copy of New revised procedure of <i>Pengenalpastian aspek alam sekitar, penilaian impak, dan penentuan kawalan</i>					
Assessor Evaluation and Conclusion (filled by auditor):					
Verified by	:				

3.5.3 Opportunity for Improvement

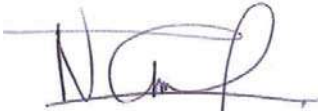

No	Ref. Std.	Description
1	Major 4.3.1	Estate management has as opportunity to develop more detail on soil limitation for oil palm cultivation, based on soil type/series properties analysis.
2	Minor 4.6.10	The company has encourage to ensure that used pesticide containers from contractor activities has been managed following estate procedure.
3	Major 5.2.1	The company has an opportunity to attach evidence of public consultation with affected stakeholders' results on Biodiversity/HCV assessment report.
4	SCCS COC 5.7.2	Evaluation related to the time order of remove stock on Palm trace of CSPO and CSPK products sold in other schemes or conventional

3.5.4 Noteworthy Positive Components

No	Ref Std	Descriptions
1		Good commitment from management to implement the sustainability in FGVP (M).
2		Well coordination between management unit and supporting staff.
3		Satisfactory documents filling system

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

Public Issues (Institution/ NGO/Community)	Auditor Responses
<p>FGV Foreign Workers Representative (Bangladeshi, India and Indonesian) 6</p> <p>. All of them had expressed a good feeling towards the management and satisfied the way how management treat them in the estate fairly between each other and the local workers. The company also had provide a van to go the nearest town and given them a proper housing area to stay during works in the estate. Sighted also the nearby shop for groceries shopping and the basic amenities had been provided by FGV Management.</p>	<p>FGV Management will keep a good relation especially with the foreign workers</p>
<p>Gender Committee</p> <p>The respondent thanks the management giving a full support and cooperation for the women workers and staff at the estate. They form a club name 'Kelab Daya Budii' and been actively involved in the activity within the estate including cleaning up the area, sports day and meeting with other gender committee at Gua Musang region. The respondent had given a good feedback especially related to the bus service and school bus for the kids provided every day. The cooperation between FGV management and staff also been very good and supportive coinherence with company policy.</p>	<p>The company will continue to provide the contribution to the women at the estate and followed the company policy of human and gender equality.</p>
<p>Representative Village</p> <p>Representative from Nearby village had attended the meeting Based on the interview, the local people had expressed the satisfaction regarding the management of Arig Complex handling the local people from the village. Based on the interview, no problem happen between the estate and nearby village.</p>	<p>No issues raised. Aring Complex will continue the cooperation with local people whenever needed.</p>
<p>There was no feed-back received from NGO.</p>	<p>No issues raised</p>

4.0	CERTIFIED ORGANISATION'S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY
4.1	Formal Sign-off of Assessment Findings
	<p>Hereunder sign by management representative from inspected company to acknowledge a field assessment and agree for all content explained in this assessment report, included of non-compliance findings.</p> <p>Signed on behalf of:</p> <div style="display: flex; justify-content: space-around; align-items: flex-end;"> <div style="text-align: center;"> <p>Kilang Sawit Aring A, FGVP(M) Management Representative</p>  <p><u>Norazam Abdul Hameed</u> Tuesday, 6 November 2018</p> </div> <div style="text-align: center;"> <p>Mutuagung Lestari Lead Auditor</p>  <p><u>Moh Arif Yusni</u> Tuesday, 6 November 2018</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	Majlis Kebajikan dan Pembagunan Masyarakat Kebangsaan Malaysia	Malaysia	makpem@gmail.com	Questionnaire	19 September 2018		√
2	Pesticide Action Network Asia & Pacific	Malaysia	panap@panap.net	Questionnaire	19 September 2018		√
3	Environmental Protection Society	Malaysia	epsm@epsm.org.my	Questionnaire	19 September 2018		√
4	Kilang Kelapa Sawit Aring A - 2 local workers on Security Post - 3 local workers on Loading Ramp - 3 local workers on Boiler Station - 1 local worker on Sterilizer Station 2 local worker on Workshop		-	Interview	17 September 2018	√	
4	Representative Village	Aring 15		Interview	20 September 2018	√	
6	Representative worker of Bangladesh (1 person), India (1 Person) and Indonesia (1person)	Aring 3		Interview	18 September 2018	√	
7	Representative worker of Bangladesh (1 person), India (1 Person) and Indonesia (1person)	Aring 6		Interview	19 September 2018	√	
8	Representative worker of Bangladesh (1 person), India (1 Person) and Indonesia (1person)	Aring 15		Interview	20 September 2018	√	

Appendix 2. Assessment Program

DATE		16 to 21 September 2018	
PLANNED TIME	ACTUAL DURATION	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
Ahad / Sunday, 16 September 2018			
08.00 - 11.00	08.00 - 11.00	Jakarta – Kuala Lumpur	• MAY / SMM / AMR
11.00 – 16.00	11.00 – 16.00	Travelling from KL to Aring A	• All Auditor
Isnin / Monday, 17 September 2018			
08.00 – 09.00	08.00 – 09.00	Opening Meeting in KKS Aring A <ul style="list-style-type: none"> Auditee Speech (Introduction of PIC, Profile of Mill and Estates Management Unit) Auditor Team Speech (Introduction, Audit Objective, Audit Scope, Audit Plan Discussion, Determine of Audit Sample, Determine of Field Visit Audit, Transparency and Confidentiality Clarification) 	All Auditor
09.00 – 12.00	09.00 – 12.00	Document Audit and Field visit to <u>KKS Aring A</u> <ul style="list-style-type: none"> Supply Chain verification (FFB Receiving, Weighbridge) FFB Sorting, Processing Activity, Despatch CPO; Occupational Health & Safety Aspect (Inspection to Chemical Storage, Hazardous Waste Storage, Fire Control Simulation, POME Pond & Land Application of POME) 	• MAY • SMM / AMR
12.00 – 14.00	12.00 – 14.00	Break and Lunch	
14.00 – 17.00	14.00 – 17.00	<ul style="list-style-type: none"> Continue Field Observation and field observation clarification Document review & Follow-up and Clarification of Field Observation\ 	All Auditor
Selasa/Tuesday, 18 September 2018			
08.00 - 12.00	08.00 - 12.00	Document Audit and Field Visit to FGVP Aring 3 <ul style="list-style-type: none"> Agronomy (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application, Peat Area (Water management, etc.); Environmental, Occupational Health & Safety Aspect (PPE Used in Harvest, Manure & Pesticide Application) and Worker Welfare Conservation Aspect (Inspection of HCV Identified Area, Riparian/Waterways Zone, Reservoir, Forest Area); Legal Demarcation Aspect (Inspection of Legal Boundary Stones, Community Buffer Area/Enclave) Worker's Facilities Aspect (Housing, Day-care, Sports Facilities, Employees Meeting Hall, Sanitary Facilities) & (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management) Stakeholder consultation to affected communities surrounding the plantations, Worker Union, Gender Committee and Local Contractor 	• MAY • SMM • AMR • AMR

DATE		16 to 21 September 2018	
PLANNED TIME	ACTUAL DURATION	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
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 and field observation clarification Document review & Follow-up and Clarification of Field Observation 	All Auditor
Rabu/Wednesday, 19 September 2018			
08.00 - 12.00	08.00 - 12.00	Document Audit and Field Visit to FGVP Aring 6 <ul style="list-style-type: none"> Agronomy (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application, Peat Area (Water management, etc.); Environmental, Occupational Health & Safety Aspect (PPE Used in Harvest, Manure & Pesticide Application) and Worker Welfare Conservation Aspect (Inspection of HCV Identified Area, Riparian/Waterways Zone, Reservoir, Forest Area); Legal Demarcation Aspect (Inspection of Legal Boundary Stones, Community Buffer Area/Enclave) Worker's Facilities Aspect (Housing, Day-care, Sports Facilities, Employees Meeting Hall, Sanitary Facilities) & (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management) Stakeholder consultation to affected communities surrounding the plantations, Worker Union, Gender Committee and Local Contractor 	<ul style="list-style-type: none"> • MAY • SMM • AMR • AMR
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 and field observation clarification Document review & Follow-up and Clarification of Field Observation 	All Auditor
Khamis / Thursday, 20 September 2018			
08.00 - 12.00	08.00 - 12.00	Document Audit and Field Visit to FGVP Aring 15 <ul style="list-style-type: none"> Agronomy (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application, Peat Area (Water management, etc.); Environmental, Occupational Health & Safety Aspect (PPE Used in Harvest, Manure & Pesticide Application) and Worker Welfare Conservation Aspect (Inspection of HCV Identified Area, Riparian/Waterways Zone, Reservoir, Forest Area); Legal Demarcation Aspect (Inspection of Legal Boundary Stones, Community Buffer Area/Enclave) Worker's Facilities Aspect (Housing, Day-care, Sports Facilities, Employees Meeting Hall, Sanitary Facilities) & 	<ul style="list-style-type: none"> • MAY • SMM • AMR

DATE		16 to 21 September 2018	
PLANNED TIME	ACTUAL DURATION	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
		(Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management) - Stakeholder consultation to affected communities surrounding the plantations, Worker Union, Gender Committee and Local Contractor	• AMR
12.00 – 14.00	12.00 – 14.00	BREAK	
14.00 – 17.00	14.00 – 17.00	• Continue Field Observation and field observation clarification • Document review & Follow-up and Clarification of Field Observation	All Auditor
Jumaat / Friday, 21 September 2018			
08.00 – 09.00	08.00 – 09.00	• Internal discussion by auditor team preparing for Closing Meeting	All Auditor
09.00 – 11.00	09.00 – 11.00	• Closing Meeting - Presentation of audit findings (Noteworthy Positive Component, Non Conformities, OFI, Timeline of CAR's, Conclusion)/ - Comments, Responses and Questions	
11.00 – 18.00	11.00 – 18.00	• Travelling from Site to KL	
20.00 -	20.00 -	• Travelling From KL to Jakarta	