

***Roundtable on Sustainable Palm Oil Certification  
R S P O***

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

**Plantation Management** : ARING.A Palm Oil Mill, Felda Global Ventures Plantations subsidiary of FELDA

**Plantation Name** : Felda Aring 01 Estate; FGVP Aring 02 Estate; FGVP Aring 03 Estate; FGVP Aring 04, FGVP Aring 05, FGVP Aring 06, FGVP Aring 08, FGVP Aring 10 Estate

**Location** : Gua Musang, Kelantan, MALAYSIA

**Certificate Code** : **MUTU-RSPO/74**

**Date of Certificate Issue** : **25 September 2015**    **Date of License Issue** : **25 September 2015**

**Date of Certificate Expiry** : **24 September 2020**    **Date of License Expiry** : **24 September 2016**

Assessment	Assessment Date	PT. Mutuagung Lestari Auditor	Reviewed by	Approved by
ST-1	26 February 2015	Hari Naveen Christopher, Nur Diana. MP	Ganapathy Ramasamy	Tony Arifiarachman
ST-2	20 - 23 April 2015	Oktovianus Rusmin, Tony Arifiarachman, Mohd. Nizam, Nur Diana. MP		

Assessment	Approved by MUTUAGUNG LESTARI on:
ST-2	8 September 2015

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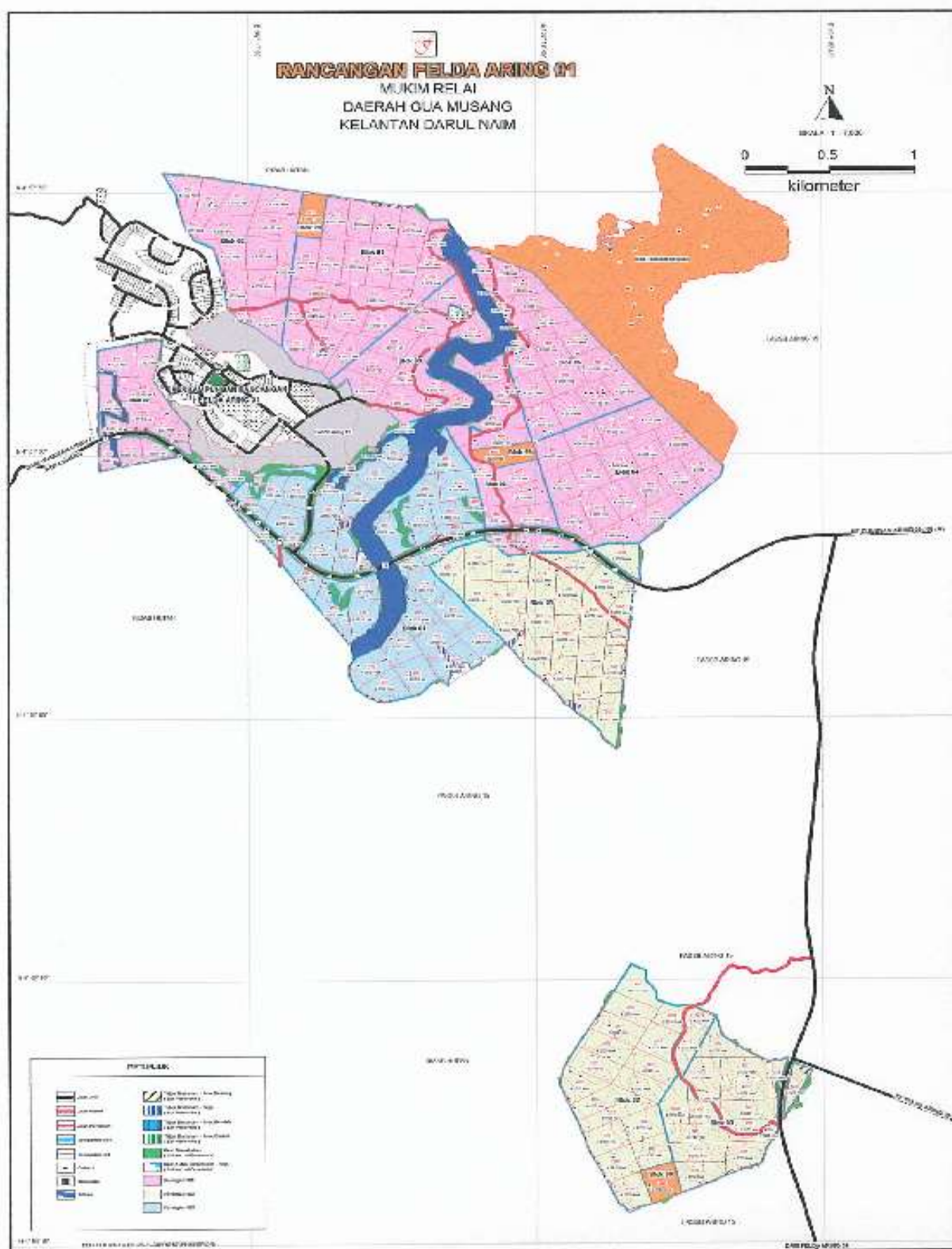
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**Figure 1. Operational Map of Aring-01 Estate**



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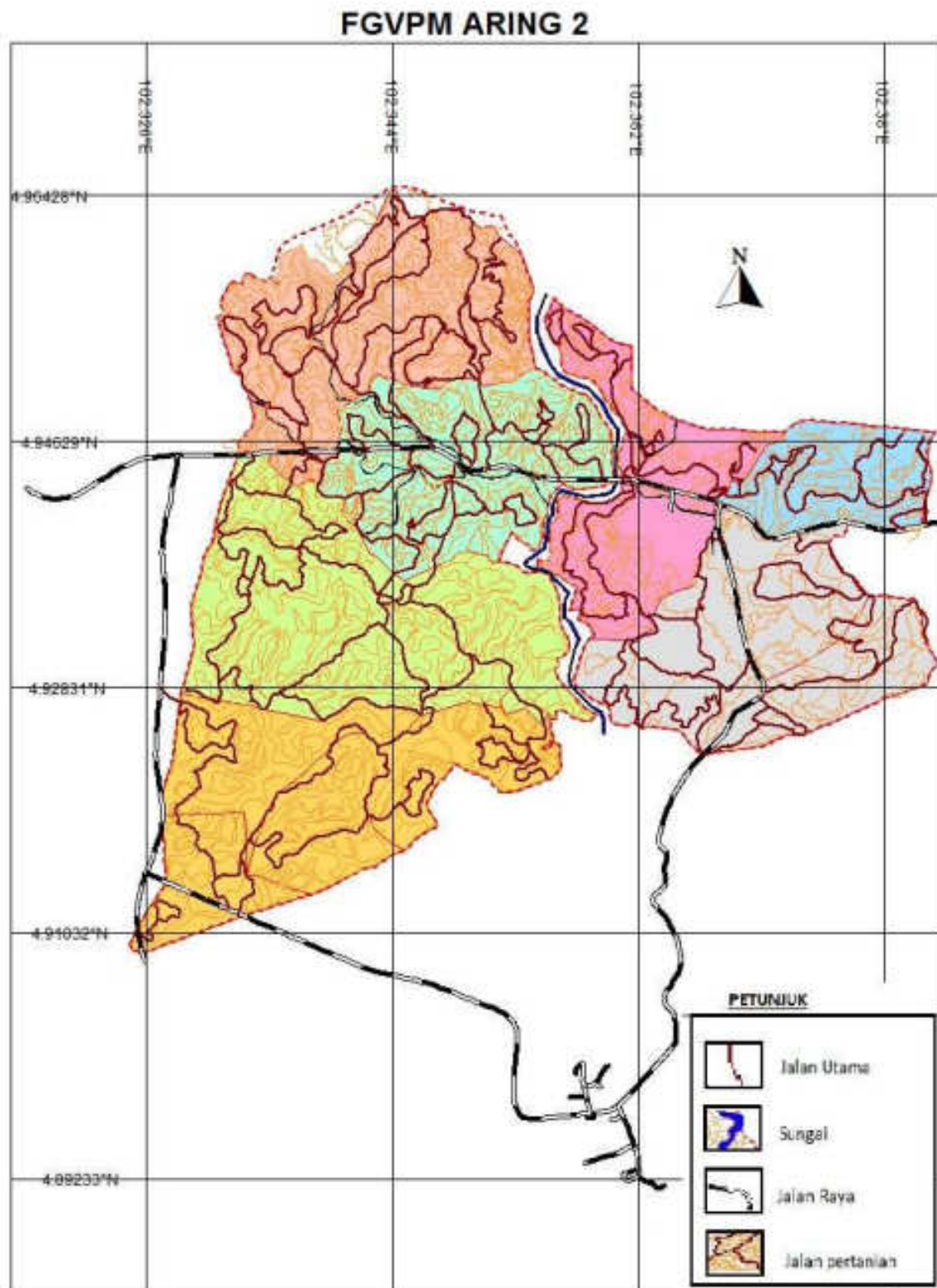
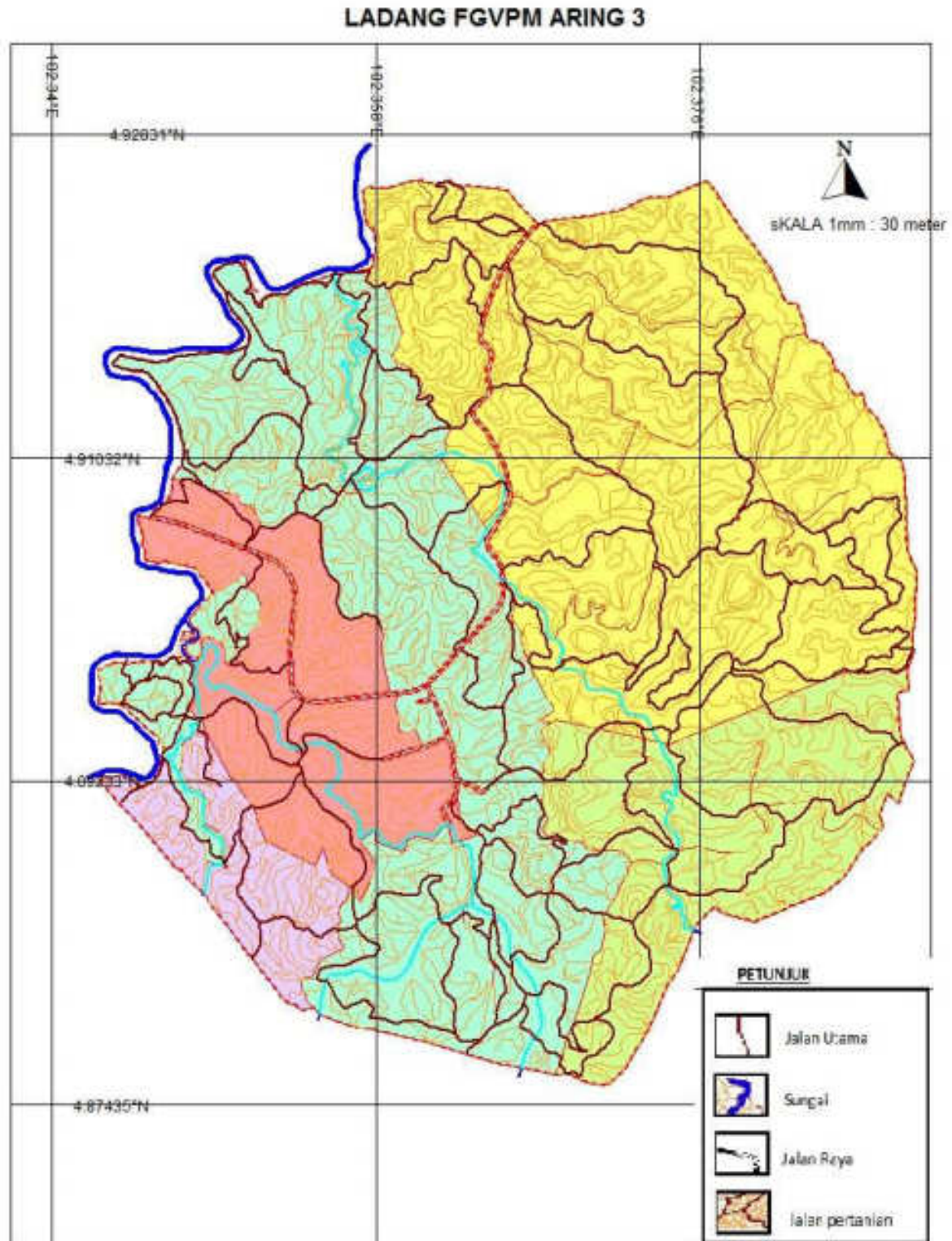
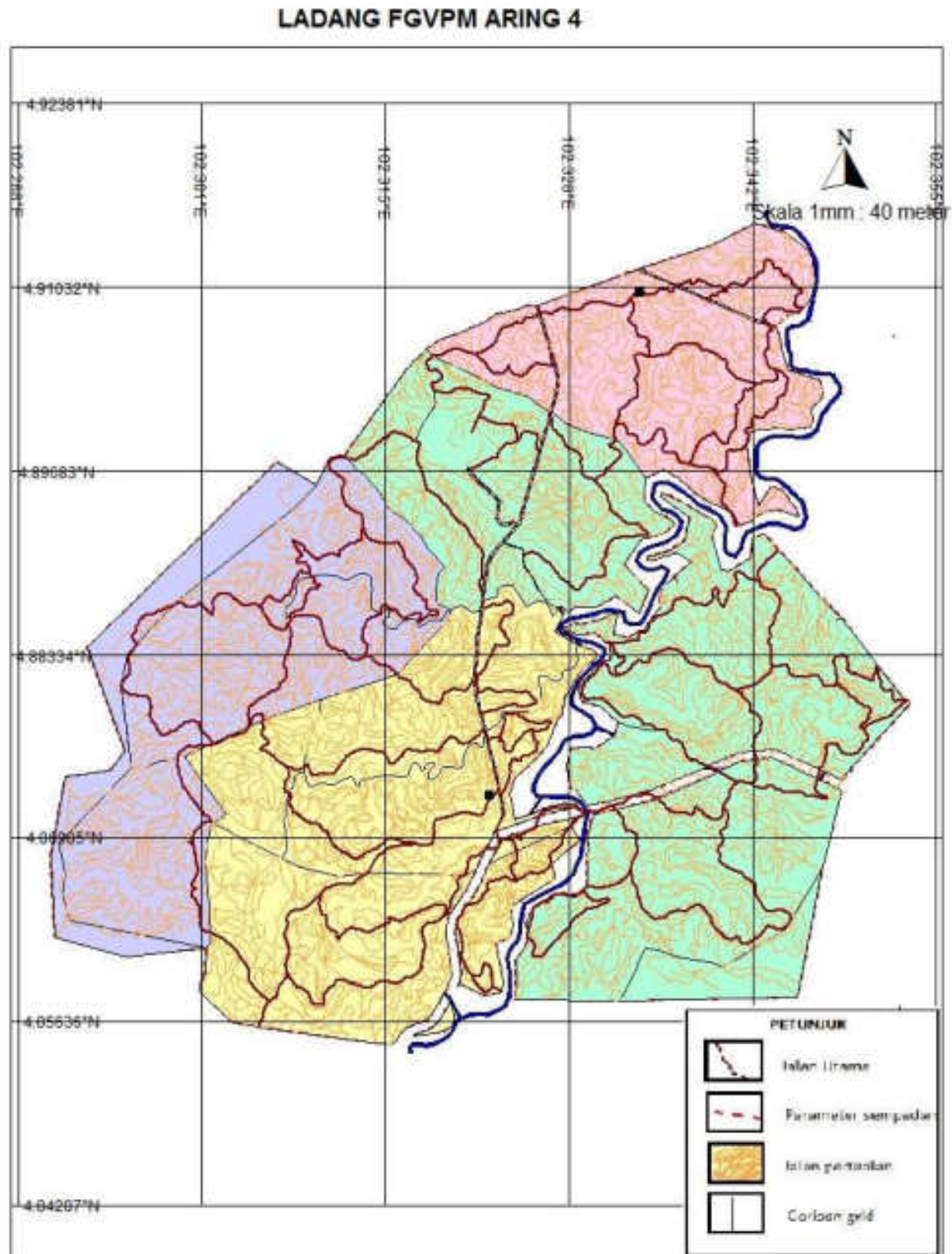




Figure 3. Operational Map of Aring-03 Estate

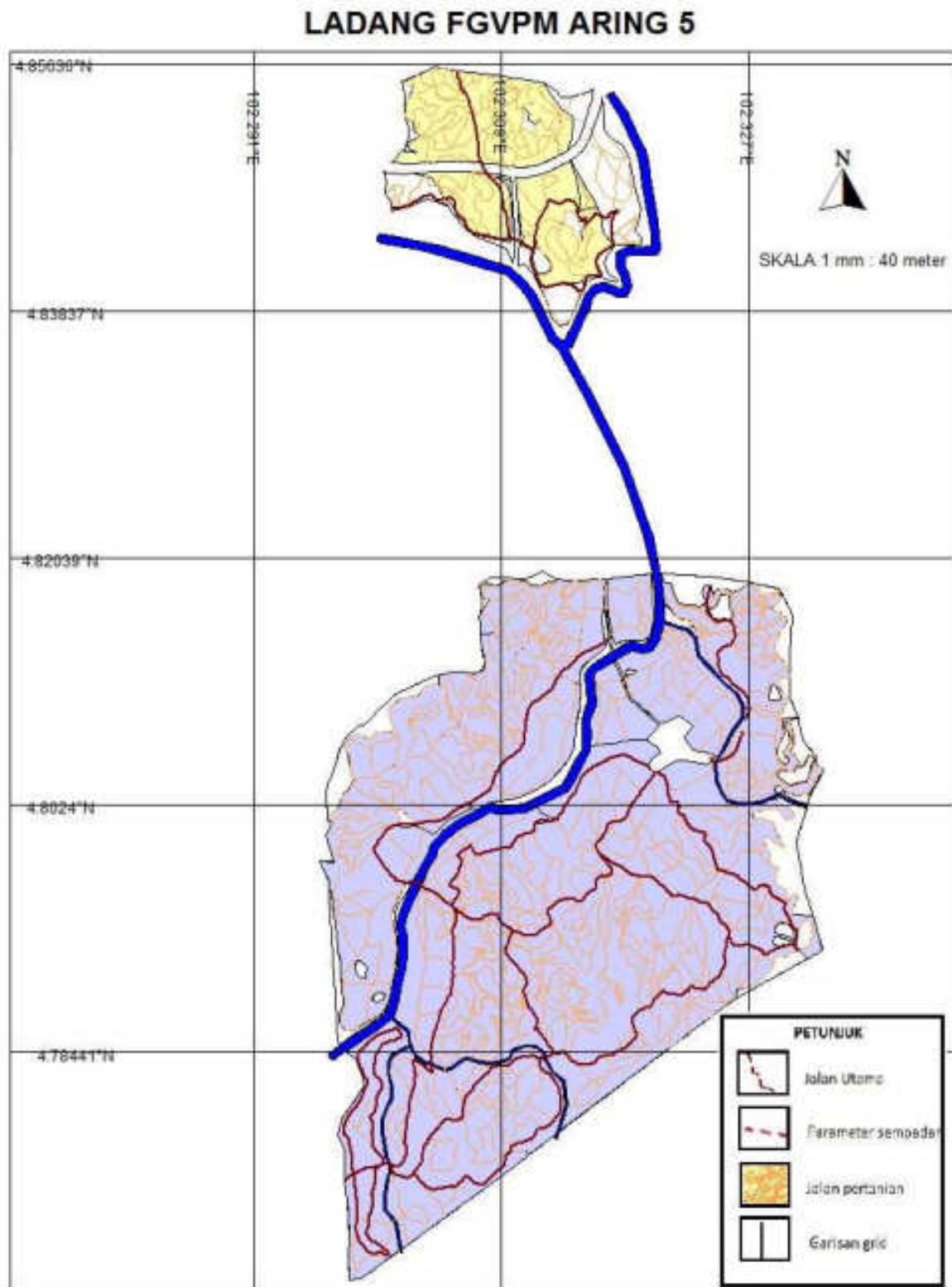


**Figure 4. Operational Map of Aring-04 Estate**

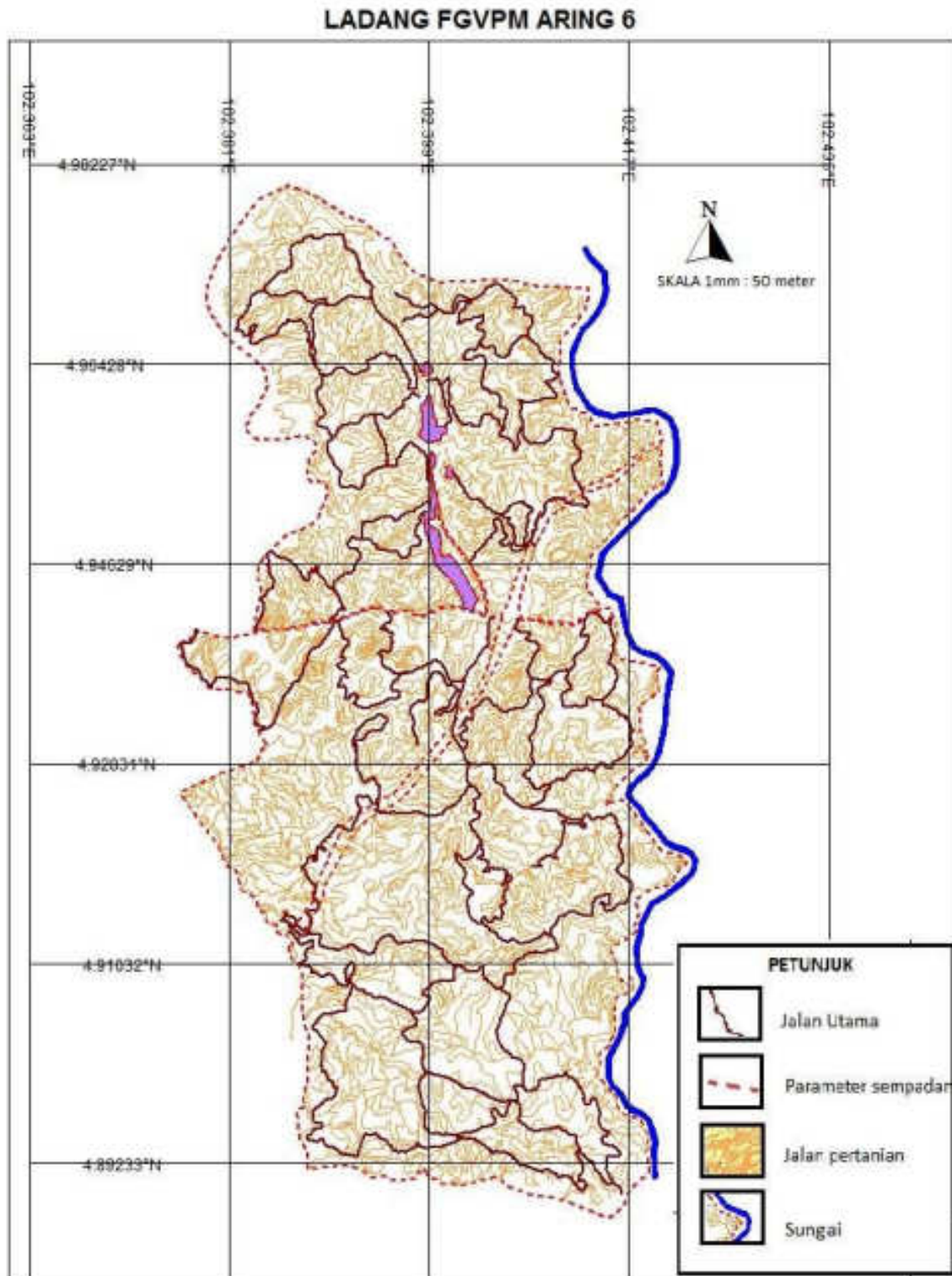




**Figure 5. Operational Map of Aring-05 Estate**



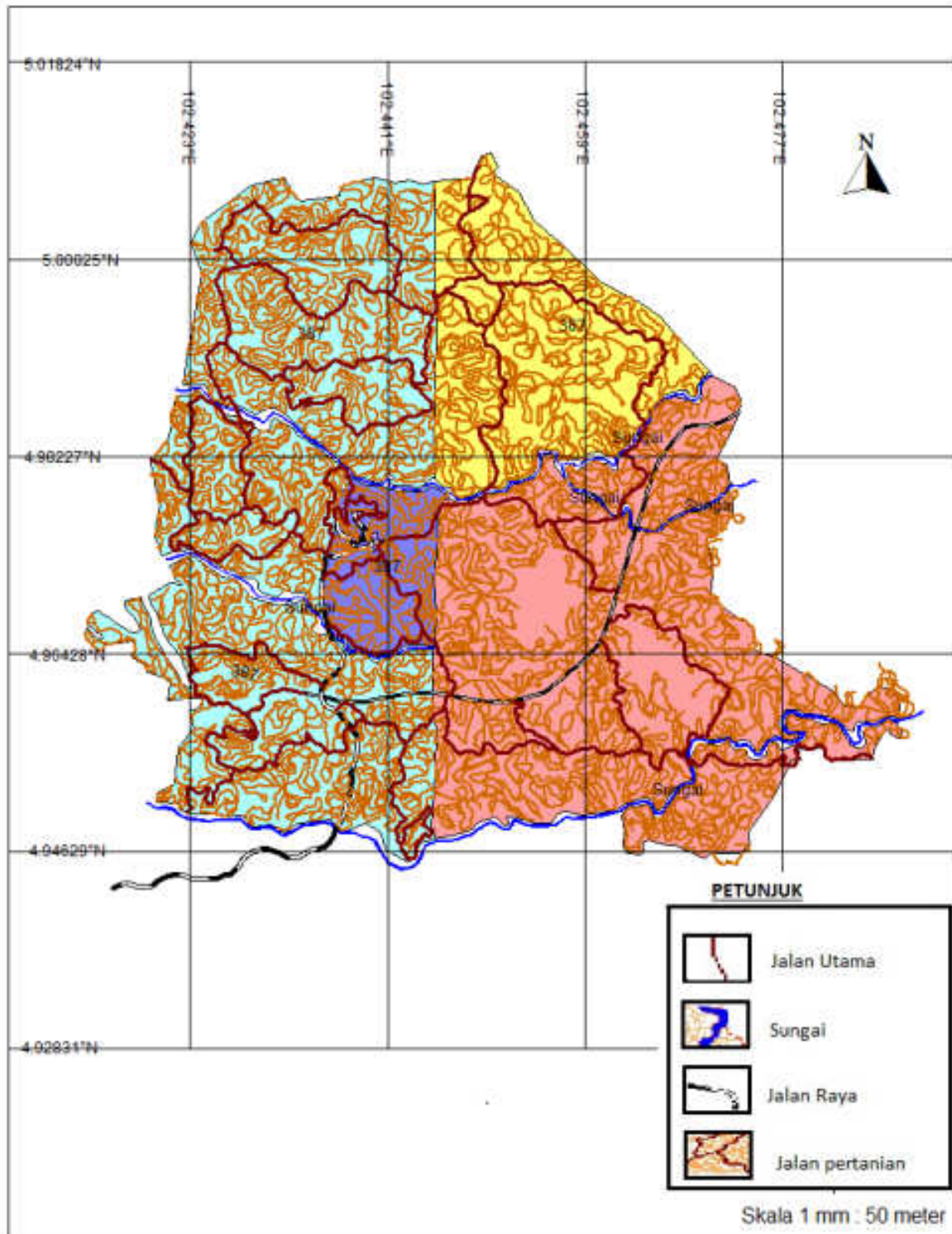
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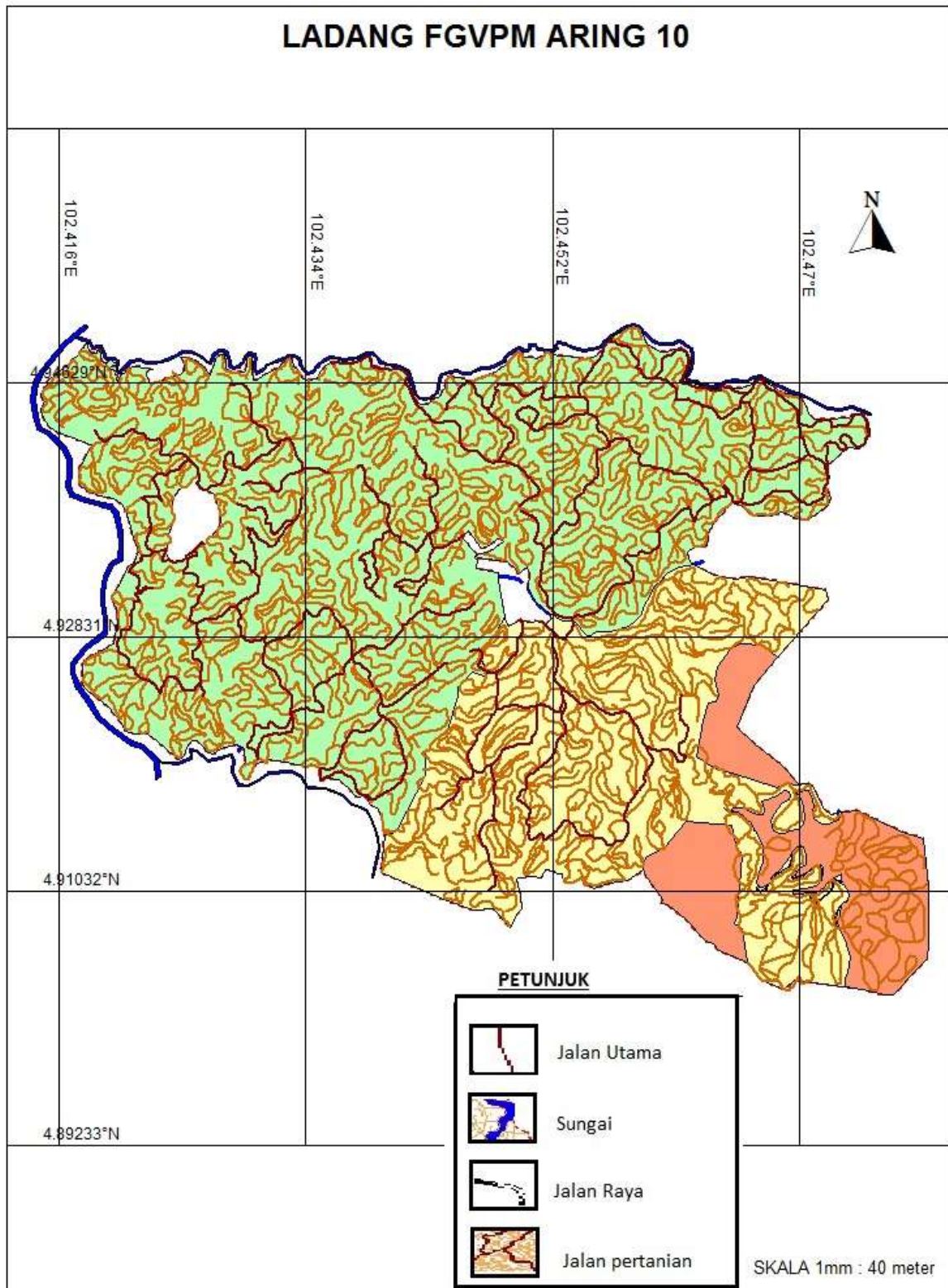
**Figure 7. Operational Map of Aring-08 Estate**



**LADANG FGVPM ARING 8**

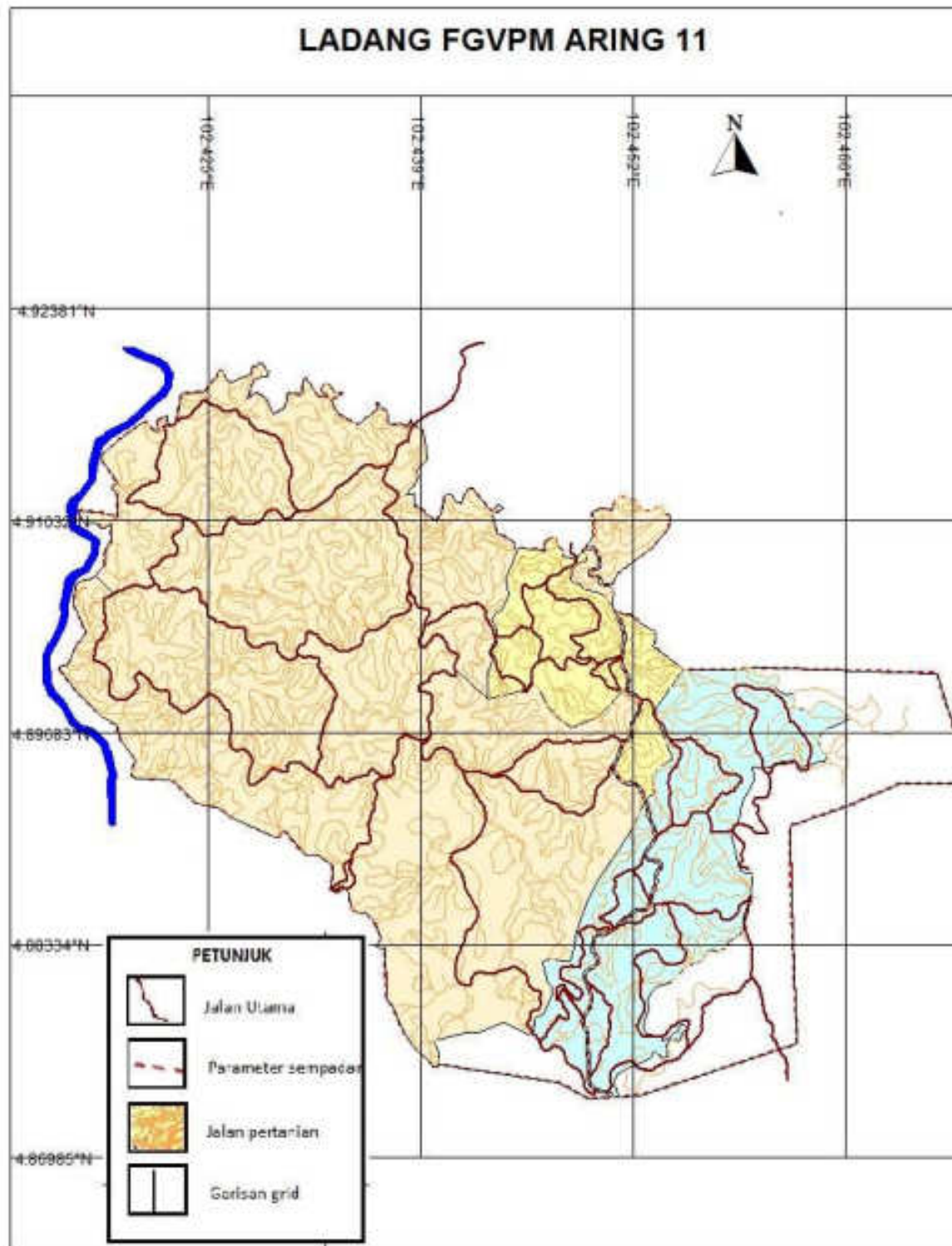


**Figure 8. Operational Map of Aring-10 Estate**





**Figure 9. Operational Map of Aring-10 & 11 Estate**





**Abreviation Used**

BOD	:	Biological Oxygen Demand
CSR	:	Corporate Social Responsibility
CPO	:	Crude Palm Oil
EFB	:	Empty Fruit Bunch
ESH	:	Environment and Safety and Health
FELDA	:	Federal Land Development Authority
FFB	:	Fresh Fruit Bunches
FTP	:	Felda Techno Plant
HCV	:	High Conservation Value (Nilai Konservasi Tinggi)
HIRARC	:	Hazard Identification Risk Assessment and Risk Control
MPOB	:	Malaysian Palm Oil Board
MSDS	:	Material Safety Data Sheet
NC	:	Non Conformance
OHS	:	Occupational Health and Safety
OER	:	Oil Extraction Rate
P&C	:	Principle and Criteria
IPM	:	Integrated Pest Management
PK	:	Palm Kernel
PKO	:	Palm Kernel Oil
POM	:	Palm Oil Mill
PSQM	:	Plantation Sustainability Quality Management
PMU	:	Plantation Management Unit
PPE	:	Personal Protection Equipment
RSPO	:	Roundtable on Sustainable Palm Oil
SEIA	:	Social and Environmental Impact Assessment
SIA	:	Social Impact Assessment
SCCS	:	Supply Chain Certification System
SOP	:	Standard Operating Procedure
WWTP	:	Wastewater Treatment Plant

1.0	SCOPE of the CERTIFICATION ASSESSMENT		
1.1	Assessment Standard Used	<ul style="list-style-type: none"><li>• <i>The Malaysian National Interpretation (MYNI), RSPO Principles and Criteria (P&amp;C) for Sustainable Palm Oil Production endorsed on 6<sup>th</sup> March 2015</i></li><li>• <i>RSPO Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014 (Module D / E for CPO Mill)</i></li></ul>	
1.2	Organization Information		
1.2.1	Organisation name listed in the certificate	Felda Global Ventures Plantations S/B – FELDA	
1.2.2	Contact person	Mr. Norazam Abdul Hameed	
1.2.3	Organisation address and site address	PSQM, Felda Global Ventures Plantations (M) Sdn Bhd, Tingkat 8 Balai Felda, Jalan Gurney Satu, Kuala Lumpur, Malaysia 54000	
1.2.4	Telephone	03-26005349	
1.2.5	Fax	03-26987816	
1.2.6	E-mail	<a href="mailto:norazam.ah@feldaglobal.com">norazam.ah@feldaglobal.com</a>	
1.2.7	Web page address	<a href="http://www.felda.net.my">www.felda.net.my</a>	
1.2.8	Management Representative who completed the application for certification	Mr. Anthonius Sani	
1.2.9	Registered as RSPO member	1-0013-04-000-00, 17 October 2004	
1.3	Type of Assessment		
1.3.1	Scope of Assessment and Number of Management Unit	One Palm Oil Mill supply by eight (8) estates.	
1.3.2	Type of certificate	Single	
1.4	Locations of Mill, Plantations and Area Statement		
1.4.1	Location of Mill		
	Name of Mill	Location	Coordinate
	Kilang Sawit Aring A	Peti Surat 30, 18300 Gua Musang, Kelantan	Latitude N 6° 25' 60" Latitude E 100° 16' 46.8"
1.4.2	Location of Supply Base		
	Name of Supply Base	Location	Coordinate
	Felda Aring 1	Pejabat Felda Aring 1, 18300 Gua Musang, Kelantan	Latitude N 4° 57' 17.0" Latitude E 102° 17' 36.0"
	**FGVPM Aring 2	P.O Box 52, 18300 Gua Musang, Kelantan	Latitude N 4° 56' 20.0" Latitude E 102° 22' 9.0"
	FGVPM Aring 3	Peti Surat 43, 18300 Gua Musang, Kelantan	Latitude N 4° 53' 49.0" Latitude E 102° 21' 32.0"
	FGVPM Aring 4	Peti Surat No.2, 18300 Gua Musang, Kelantan	Latitude N 4° 53' 51.0" Latitude E 102° 19' 10.0"
	FGVPM Aring 5	P.O Box 02, 18300 Gua Musang, Kelantan	Latitude N 4° 48' 30.0" Latitude E 102° 19' 12.0"
	FGVPM Aring 6	Peti Surat 34, 18300 Gua Musang, Kelantan	Latitude N 4° 57' 9.0" Latitude E 102° 23' 56.0"

	FGVPM Aring 8	Peti Surat 49, 18300 Gua Musang, Kelantan	N 4° 58' 26.0"	E 102° 26' 16.0"						
	** FGVPM Aring 10	Peti Surat 24, 18300 Gua Musang, Kelantan	N 4° 55' 54.0"	E 102° 26' 57.0"						
	FGVPM Aring 2 has been merged with FGVPM Aring 15 & FGVPM Aring 10 has been merged FGVPM Aring 11									
1.5	Description of Area Statement									
1.5.1	Tenure									
	• Private		20,752.98 Ha							
	• State		-							
	• Community		1,038.62 Ha							
1.5.2	Area Statement									
	• Total area		21,791.60	Ha						
	• Mature area		9,647.01	Ha						
	• Immature area		6,233.60	Ha						
	• Mill		44.44	Ha						
	• Worker quarters		69.13	Ha						
	• Infrastructure		108.02	Ha						
	• Nursery		31.30	Ha						
	• Conservation Area		154.46	Ha						
	• Others area		* 5,503.64	Ha						
	• HCV		-	Ha						
* Unplanted area										
1.6	Year of Plantings and Cycles									
1.6.1	Age profile of planted palms*									
	Planting Year	Hectarage								
		Felda Aring 1	FGVPM Aring 2	FGVPM Aring 3	FGVPM Aring 4	FGVPM Aring 5	FGVPM Aring 6	FGVPM Aring 8	FGVPM Aring 10	Total (Ha)
	1989	-	-	-	-	-	-	955.97	1404.11	2360.8
	1990	-	-	-	230.22	410.78	204.04	-	809.56	1,654.60
	1991	-	-	-	291.89	-	-	-	223.40	515.29
	1993	-	45.31	-	-	-	-	118.20	-	163.51
	1996	-	-	-	-	-	-	-	90.92	90.92
	1999	-	-	-	-	114.10	-	-	-	114.10
	2000	-	174.81	247.46	-	-	240.53	-	-	662.80
	2001	-	-	-	-	-	258.94	-	-	258.94
	2005	-	282.35	-	-	-	-	-	-	282.35
	2006	-	371.09	499.21	-	-	-	-	-	870.30
	2007	-	298.86	-	-	-	-	-	-	298.86
	2008	-	122.85	-	-	-	159.88	229.24	-	511.97
	2009	-	25.40	-	-	-	180.29	143.39	-	349.08
	2010	832.46	510.08	96.37	-	-	220.76	-	-	1,659.67
	2011	-	470.20	277.33	263.77	-	-	186.12	-	1,197.42



	2012	-	209.63	293.73	385.83	-	374.19	254.22	-	1,517.60		
	2013	-	-	233.00	374.02	180.02	230.79	265.81	-	1,283.64		
	2014	-	-	-	-	532.99	275.71	496.03	-	1,304.73		
	2015	-	-	-	604.46	-	180.29	-	-	784.75		
	TOTAL	832.46	2,510.58	1,647.10	2,150.19	1,237.89	2,325.42	2,648.98	2,527.99	15,880.61		
1.6.2	New Planting area after January 2005/2010				Replanting Activity only no New Development							
1.6.3	Planting Cycle				2 <sup>nd</sup> Cycle (25 years/cycle) 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 (%)					
KS Aring A				54	19,2800	42,659.20		22.13	9,942.27	5.16		
	*Source: Production Data April 2014 to Marh 2015											
1.7.2	Description of Certification Scope of Supply Base											
	Name of Estates	Total Area (Ha)	Planted Area (Ha)	FFB (tonnes/year)	Yield (tonnes/ha/ year)	Supplied to Mill						
						FFB (tonnes/ year)	%					
						FELDA Aring 1 (173 peasants/member)	1,038.62	832.46	2,912.86	3.50	2,912.86	100%
						FGVPM Aring 2	3,295.09	2,510.58	20,628.66	8.22	2,0628.66	100%
						FGVPM Aring 3	2,004.66	1,647.10	13,533.04	8.22	13,533.04	100%
						FGVPM Aring 4	2,795.14	2,150.19	13,361.5	6.21	13,361.5	100%
						FGVPM Aring 5	1,684.73	1,237.89	12,224.31	9.88	12,224.31	100%
						FGVPM Aring 6	3,282.43	2,325.42	21,089.69	9.07	7,396.32	35%
						FGVPM Aring 8	3,677.60	2,648.98	24,965.93	9.42	7,827.40	31%
						FGVPM Aring 10	4,013.33	2,527.99	42,777.47	16.92	1,3024.76	30%
	TOTAL	21,791.60	15,880.61	15,1493.5	9.54	90,908.85	60%					
	* Source: Production Data April 2014 to Marh 2015. The FGVPM Aring 6, Aring 8 & Aring 10 was supplied FFB to Aring B POM till July 2014. Aring B POM has been decommissioning on 2015 and FFB supplied from Aring 6, Aring 8 & Aring 10 are 100% supply to Aring A POM.											
1.7.3	FFB description from other source											
	Name of sources	Members	Location			Supplied to Mill						
FFB (tonnes/year)						%						
Outside Supplier						-	Surround of Gua Musang, Machang & Tanah Merah, Kelantan		10,2137.57	53%		
	TOTAL					10,2137.57		53%				
	* Source: Production Data April 2014 to Marh 2015 The FFB supply from outside supplier is inconsistent.											
1.7.4	Product categories					FFB, CPO, PK						
1.8	Estimate Tonnage of Certified Product											
1.8.1	Past Annual Claim Certified Product			Previous Certificate Claim			Actual certified product					

		..... to ..... (tonnes/year)		..... to ..... (tonnes/year)			
	• FFB Production						
	• CPO Production						
	• Palm Kernel (PK) Production						
	** Certificate Claim period ..... – ..... ** Actual Claim periode ..... – .....						
1.8.2	Estimate of Certified FFB Claim						
	Name of Estate(s)	Total Area (Ha)	Planted Area (Ha)	FFB (tonnes/year)	Yield (tonnes/ha/year)		
	Felda Aring 1 (173 peasants/member)	1,038.62	832.46	5,500	6.61		
	FGVPM Aring 2	3,295.09	2,510.58	32,970	13.13		
	FGVPM Aring 3	2,004.66	1,647.10	19,408	11.78		
	FGVPM Aring 4	2,795.14	2,150.19	8,420	3.92		
	FGVPM Aring 5	1,684.73	1,237.89	11,678	9.43		
	FGVPM Aring 6	3,282.43	2,325.42	21,319	9.17		
	FGVPM Aring 8	3,677.60	2,648.98	24,590	9.28		
	FGVPM Aring 10	4,013.33	2,527.99	47,803	18.91		
	TOTAL	21,791.60	15,880.61	171,688.00	10.81		
	Forecast May 2015 – April 2016						
1.8.3	Estimate of Certified Palm Product Claim						
	Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/ year)	CPO Out put (tonnes)	Extraction (%)	Palm Kernel Out put (tonnes)	Extraction (%)
	KS Aring A	54	171,688.00	36,466	21.24	9,271	5.40
	Forecast May 2015 – April 2016						
1.9	Other Certifications						
	ISO 9001:2008/ISO 14001: 2004		17 Jun 2014 – 16 Jun 2017 (AR 3884) / 20 Jun 2014 – 16 Jun 2017 (ER 0426)				
	OHSAS 18001:2007		17 Jun 2014 – 16 Jun 2017 (SR 0170)				
	HACCP		-				
	Others		Malaysian Palm Oil Board (MPOB) No : 500182204000				
1.10	Time Bound Plan						
1.10.1	Time Bound Plan for Other Management Units						
	Manageme nt Unit	Address		Hectarage (Ha) *	Time Bound Plan (Planned Audit Year)	Status (Actual/Target Certification Year)	
1	Kota Gelanggi 6	Kilang Sawit Kota Gelanggi 6, W/Pos Felda Kota Gelanggi.27000 Jerantut, Pahang		10,334	Q4, 2009	Certified: 2010	
2	Lepar	Kilang Sawit Lepar Utara 6, Peti Surat 12 & 2020		11,538	Q4, 2009	Certified: 2010	

	Utara 6	26400 Bandar Pusat Jengka Pahang			
3	Jengka 21	Kilang Sawit Felda Jengka 21, Bandar Pusat Jengka, 26400 Pahang	14,319	Q3, 2011	Certified: 2013
4	Jengka 3	Kilang Sawit Jengka 3, 26400 Bandar Jengka. Pahang	13,720	Q1, 2011	Certified: 2012
5	Jengka 8	Kilang Sawit Jengka 8, 26400, Bandar Tun Abdul Razak Jengka, Pahang	13,895	Q1, 2011	Certified: 2012
6	Lepar Utara 4	Kilang Sawit Lepar Utara 04, Peti surat 55, Pejabat Pos Bandar Pusat Jengka, 26400 Bandar Pusat Jengka, Pahang	9,415	Q3, 2011	Certified: 2012
7	Jengka 18	Pejabat Felda Jengka 18 (Seroja) palm Oil Mill, 26400 Bandar Pusat Jengka, Jengka, Pahang	12,296	Q3, 2011	Certified: 2013
8	Padang Piol	Kilang Sawit Padang Piol, 27040 Jerantut, Pahang	4,960	Q1, 2011	Certified: 2012
9	Adela	Kilang Sawit Adela, Po Box 73, Bandar Penawar, Kota Tinggi 81930 Johor	12,930.04	Q1, 2011	Certified: 2012
10	Lok Heng	Kilang Sawit Lok Heng, PO Box 55, 81907 Kota Tinggi, Johor	12,799	Q1, 2011	Certified: 2012
11	Semenchu	Kilang Sawit Semenchu, Peti Surat 63, 81907 Kota Tinggi, Johor	15,797	Q2, 2011	Certified: 2012
12	Wa Ha	Kilang Sawit Waha, Karung Kunci S24, 81907 Kota Tinggi, Johor	9,597	Q1, 2013	Certified: 2012
13	Bukit Kepayang	Kilang Sawit Bukit Kepayang, 28300 Triang, Pahang	10,164.44	Q4, 2011	Certified: 2013
14	Bukit Mendi	Kilang Sawit Bukit Mendi, 28320 Triang, Pahang	7,838	Q4, 2011	Certified: 2012
15	Kemasul	Kilang Sawit Kemasul, 28300 Triang, Pahang	10,150	Q4, 2011	Certified: 2012
16	Tementi	Kilang Sawit Tementi, 38300 Triang, Pahang	11,696	Q4, 2011	Certified: 2013
17	Triang	Kilang Sawit Triang, 28300 Triang, Pahang	10,142	Q4, 2011	Certified: 2012
18	Segamat (GC)	Felda Segamat Region Complex, KM 5, Jalan Genuang, 89000 Segamat, Johor	11,192	Q1, 2011	Certified: 2012
19	Belitong	Kilang Sawit Belitong, Peti Surat 61, 86007 Kluang, Johor	7,110	Q4, 2012	Certified: 2014
20	Bukit Besar	Kilang Sawit Bukit Besar, W/P Bukit Besar, 81450 Kulai, Johor	4,716	Q4, 2012	Certified: 2014
21	Kahang	Kilang Sawit Kahang, Karung Berkunci No. 533, 86007 Kluang, Johor	5,134	Q4, 2012	Certified: 2014
22	Kulai	Kilang Sawit Kulai, Felda Taib Andak, 81000, Kulai, Johor	7,531	Q4, 2012	Certified: 2014
23	Nitar	Kilang Sawit Nitar, Felda Nitar 2, 86700 Kahang, Johor	5,819	Q4, 2012	Certified: 2014
24	Penggeli	Felda Penggeli Palm Oil Mill, Peti Surat 28, 81440 Bandar Tenggara, Johor	9,456	Q4, 2012	Certified: 2014
25	Lepar Hilir	Pejabat Felda Lepar Hilir palm Oil Mill, Gambang, Pahang	14,575	Q4, 2012	Certified: 2014
26	Bukit Sagu	Kilang Kelapa Sawit Bukit Sagu, Peti surat 331, 26130 Kuantan, Pahang	11,684	Q4, 2012	Certified: 2014
27	Baiduri Ayu	Kilang Sawit Felda Baiduri Ayu, Peti Surat 29, Pos Cenderawasih, 91150 Lahad Datu, Sabah	7,450	Q4, 2013	Certified: 2014
28	Fajar Harapan	Kilang Sawit Felda Fajar Harapan, Peti Surat 27, Pos Cenderawasih, 91150 Lahad Datu, Sabah	13,668	Q4, 2013	Certified: 2014
29	Kembara Sakti	Kilang Sawit Kembara Sakti, Peti Surat 24, 91150, Cenderawasih, Lahad Datu, Sabah	10,208	Q3, 2014	2014/2015
30	Mercu Puspita	Kilang Sawit Mercu Puspita, Peti Surat 29, 91150, Cenderawasih, Lahad Datu, Sabah	12,734	Q3, 2014	2014/2015



31	Nilam Permata	Kilang Sawit Nilam Permata, Peti Surat 23, 91150, Cenderawasih, Lahad Datu, Sabah	8,359	Q3, 2014	2014/2015
32	Hamparan Badai	Kilang Sawit Hamparan Badai, Peti Surat 25, 91150, Cenderawasih, Lahad Datu, Sabah	17,212	Q3, 2014	2014/2015
33	Embara Budi	Embara Budi Peti Surat No. 28, 91105 Lahad Datu, Sabah	15,070	Q2, 2014	2014/2015
34	Lancang Kemudi	Lancang Kemudi, Felda Sahabat 45, Lahad Datu, Sabah	10,698	Q2, 2014	2014/2015
35	Kalabakan	Kilang Sawit Kalabakan, Peti Surat No. 62007, 91030 Tawau, Sabah	7,352	Q2, 2014	2014/2015
36	Umas	Kilang Sawit Umas, WDT 43,91009, Tawau, Sabah	8,356	Q2, 2014	2014/2015
37	Besout	Kilang Sawit Besout, 35600 Sungkai, Perak	12,201.80	Q3, 2014	Certified: 2014
38	Trolak	Kilang Sawit Trolak, Pejabat POS Sungkai, 35600 Sungkai, Perak	6,899	Q3, 2014	2014/2015
39	Krau	Kilang Sawit Krau, Peti Surat 17, 28700 Bentong, Pahang	14,619	Q3, 2014	Certified: 2015
40	Pancing	Kilang Sawit Pancing, Peti Surat 257, 25730 Kuantan, Pahang	3,850	Q3, 2014	2014/2015
41	Neram	Kilang Sawit Neram, Pejabat Pos Mini Felda Neram 1, 26160 Kuantan, Pahang	15,262	Q3, 2014	2014/2015
42	Mempaga	Kilang Sawit Mempaga, 28600 Karak, Pahang	7,648	Q3, 2014	2014/2015
43	Chalok	Kilang Sawit Chalok, 21450 Setiu Terengganu	8,730.67	Q4, 2014	2014/2015
44	Sg Tenggi	Kilang Sawit Sg. Tenggi, Felda Gedangsa, 44010 Kuala Kubu Bahru, Selangor	7,320	Q3, 2014	2014/2015
45	Serting	Kilang Sawit Serting, Bandar Baru Serting, 72109 Jempol, Negeri Sembilan	17,947.93	Q3, 2014	2014/2015
46	Keratong 2	Kilang Sawit Keratong 02, Peti Surat 28, 26900 Bandar Tun Razak, Pahang	15,276	Q3, 2014	2014/2015
47	Keratong 03	Kilang Sawit Keratong 03, Peti Surat 21, 26900 Bandar Tun Razak, Pahang	12,036.48	Q3, 2014	Certified: 2015
48	Pasoh	Kilang Sawit Pasoh, 72300 Simpang Pertang, Negeri Sembilan	8,197.34	Q3, 2014	Certified: 2015
49	Kerteh	Kilang Sawit Kerteh, Beg berkunci No. 3, 23309 Ketengah Jaya, Terengganu	13,170.13	Q4, 2014	Certified: 2015
50	Selendang	Kilang Sawit Selendang, Pejabat Pos Kuala Rompin, 26800 Rompin, Pahang	13,944.20	Q3, 2014	2014/2015
51	Selancar 2A	Kilang Sawit Selancar 2A, Peti Surat 98, 85007 Segamat, Johor	8,399.40	Q4, 2014	Certified: 2015
52	Selancar 2B	Kilang Sawit Selancar 2B, Peti Surat 98, 85007 Segamat, Johor	7,555	Q3, 2014	2014/2015
53	Jerangau Barat	Kilang Sawit Jerangau Barat, Wakil POS Felda Jerangau, 21820 Ajil Terengganu, Terengganu	1,556	Q4, 2014	2014/2015
54	Jerangau Baru	Kilang Sawit Jerangau Baru, Wakil POS Felda Jerangau, 21820 Ajil Terengganu, Terengganu	10,805	Q4, 2014	2014/2015
55	Palong Timur	Kilang Sawit Palong Timur, Peti Surat 2, 73400 Gemas, Negeri Sembilan	26,331	2014/2015	2015
56	Serting Hilir	Kilang Sawit Serting Hilir, 72120 Bandar Baru Serting, Negeri Sembilan	24,689	2014/2015	2015
57	Maokil	Kilang Sawit Maokil, Jalan Kilang, Rancangan Felda Maokil, 85300 Labis, Johor	8,777	2014/2015	2015
58	Tenggaroh	Kilang Sawit Tenggaroh, 86810 Jemalung, Johor	16,812	2014/2015	2015
59	Tenggaroh Timur	Kilang Sawit Tenggaroh Timur, Karung Berkunci No. 534, 81907 Kota Tinggi, Johor	4,420	2014/2015	2015

60	Keratong 09	Kilang Sawit Keratong 09, Peti Surat 32, 26900 Bandar Tun Razak, Pahang	7,810	2014/2015	2015
61	Kechau A	Kilang Sawit Kechau A, Peti Surat 16, 27207 Kuala Lipis, Pahang	15,963	2014/2015	2015
62	Kechau B	Kilang Sawit Kechau B, Peti Surat 57, 27200 Kuala Lipis, Pahang	8,712	2014/2015	2015
63	Ciku	Kilang Sawit Ciku, Peti Surat 29, 18300 Gua Musang, Kelantan	10,796	2015/2016	2016
64	Aring B	Kilang Sawit Aring B, Peti Surat 46, 18300 Gua Musang, Kelantan	6,920	2015/2016	2016
65	Kemahang	Kilang Sawit Kemahang, Peti Surat 35, 17507 Tanah Merah, Kelantan	7,775	2015/2016	Certified: 2015
66	Tersang	Kilang Sawit Tersang, 27600 Raub, Pahang	10,044	2015/2016	2016
67	Cini 2	Kilang Sawit Chini 2, 26690 Chini, Pahang	9,422	2015/2016	2016
68	Cini 3	Kilang Sawit Chini 3, 26690 Chini, Pahang	7,730	2015/2016	2016
69	Sampadi	Kilang Sawit Sampadi, Peti Surat 18, 94507 Lundu, Sarawak	7,680	2016/2017	2017
70	Air Tawar	Kilang Sawit Air Tawar, 81900 Kota Tinggi, Johor		2016/2017	2017
71	Pontian Plantation	Kilang Sawit Pontian Plantation, KM52 off Jalan Sandakan-Lahad Datu, PO Box 60525, 91114 Lahad Datu, Sabah	14,978	2016/2017	2017
1.10.2	<b>Progress of Associated Smallholders and Outgrowers for Certifiable Standard</b> All the outgrowers which supplies to Aring mill are planned to be in RSPO certifiable standard within three years after the mill certified. The progress of the outgrowers will be verified during the next assessment.				

<b>2.0</b>	<b>ASSESSMENT PROCESS</b>
<b>2.1</b>	<b>Assessment Team</b>
<b>ST-2</b>	<p><b>1. Oktovianus Rusmin (Lead Auditor).</b> Indonesian Citizen. Bachelor's Degree in Social &amp; Political Sciences Department of Anthropology. Specialists in the field of Social and Cultural (Social Impact &amp; Conflict Resolution) and HCV. Already participated in Forest Management Auditor Training (FSC Standard), ISO 14001 Environmental Management System Training, SVLK (wood legality) Auditor, Indonesian Sustainable Palm Oil (ISPO) and RSPO Lead Auditor Training. He was several times involved in the assessment of Sustainable Forest Management Certification (Standard LEI) and Gap Analysis Audit (FSC Standard). Had worked at the Center for study of Anthropology University of Indonesia and Social Advisor at Tropical Forest Trust (TFT) Indonesia. He was numerously involved in Social Impact Assessment and HCV Identification in Palm Oil Plantations and Natural Forest concessions and was approved as HCV assessor by RSPO for Social Discipline Specialist. Have been involved in several palm oil certifications as Auditor and Lead Auditor. In Initial Audit Stage 2, he conducted an assessment on Social aspect, Conservation and SCCS.</p> <p><b>2. Tony Arifarachman (Auditor).</b> Indonesian citizen, Master of Agribusiness Management from Bogor Agricultural Institute, Graduate Diploma for Wood base Technology and Management FTP Kotka, Finland, Bachelor of Forestry from Bogor Agricultural Institute. Holding an IRCA Quality management System Lead Auditor, IEMA Environmental Management System, trained in RSPO Principle and Criteria, Learning session Elaborating in The RSPO P and C Social and labour standard and Mechanism of social Auditing in Bangkok. He has 19 years experience in Quality Management System ISO 9001, Environmental management system 14001, OHSAS 18001, Chain of Custody FSC and PEFC Scheme in Indonesia, Malaysia, Singapore, Australia, Cambodia, Myanmar, Vietnam and Thailand. RSPO audit in Indonesia and Malaysia. In Initial Audit Stage 2, he conducted an assessment on environmental &amp; OHS aspects.</p> <p><b>3. Mohd. Nizam (Auditor).</b> Graduated from University Malaya with a Bachelor of Sciences with Honours (Ecology). Registered as a DOE environmental auditor EA 0012 and EIA consultant AC 0808. He had a 7 years experience on plantations as assistant manager at Asiatic Development Berhad. He had 21 years experience on auditing works on ISO 14000 Advanced EMS Auditing, Identifying Environmental Aspects &amp; Impacts by Sirim Training Services S/B, Environmental Assessment &amp; Management (Aberdeen, Scotland), Project Management Training Course &amp; Train The Trainer Course (MIM). In Initial Audit Stage 2, he conducted an assessment on Legal and Best Agricultural Practices.</p> <p><b>4. Nur Diana (Trainee Auditor).</b> As a trainee auditor, which covers social aspect of the audit. Graduated with Bachelor of Human Science and then perusing her postgraduate study focusing in Communication in one of the local university in Malaysia. She has various experience involving with Malaysian Non-Profit Organisation for about three years. In addition, she has a well exposure in human rights, women's rights and worker welfare issues. During this audit, she assigned to verify of Social and Worker's Rights aspect (under witnessed by Lead Auditor).</p>
<b>2.2</b>	<b>Assessment Methodology, Assessment Process and Locations of Assessment</b>
<b>2.2.1</b>	<b>Figure of person days to implement assessment</b>
<b>ST-2</b>	<p>Number of auditors : 4 auditor assisted by 1 assistant</p> <p>Number of days for <b>ST-2</b> at site : 4 days</p> <p>Number of working days for <b>ST-2</b> at site : 16 Working days for auditor</p>
<b>2.2.2</b>	<b>Detail process of assessment</b>
<b>ST-2</b>	<p>The assessment was conducted by measuring the sufficiency of implementation with the consistency done by the Aring A Palm Oil Mill under FELDA operation that consisting of 1 (one) Palm Oil Mill: and supplied by 8 (eight) estates: FELDA Aring 1, FGVP M Aring 2, FGVP M Aring 3, FGVP M Aring 4, FGVP M Aring 5, FGVP M Aring 6, FGVP M Aring 8 and FGVP M Aring 10 to the requirements of Malaysian National Interpretation of the RSPO Principles and Criteria for Sustainable Palm Oil Production (RSPO MYNI, March 2015 and Supply Chain Requirement for CPO Mill 2014)</p> <p>The assessment was conducted in three methods: (1) document review, aiming to observe the sufficiency of types or substances from required documents; (2) <i>interview</i>, aiming to obtain more detailed information and cross check the information; and (3) field observation, aiming to observe directly the sufficiency of implementation on site.</p> <p>Some opportunities for improvement of the results Stage 2 delivered by the MUTU auditor to the management unit and</p>

the results are the subject will be verified at the next assessment phase.

The auditor determined estate sample by using formula of  $0.8 \sqrt{y}$ . The sample taken was 3 estates from 8 estates. During stage 2, the sample estate taken are Felda Aring 1, FGVPM Aring 2 and FGVPM Aring 3.

Improvement of findings from main assesment findings were observed by auditors at this stage 2. All information obtained was recorded in Check List of PT Mutuagung Lestari (MUTU) and part of stage 2.

The assessment program please find Appendix 2

<b>2.2.3</b>	<b>Locations of Assessment</b>
<b>ST-2</b>	<p>Number of units in this certification activity is 8 (eight) estates, which supply the raw material (FFB) to Aring A Palm Oil Mill. In conducting the assessment, the team of auditors used the <math>0.8 \sqrt{y}</math> formula to determine the management units sampling to be focused on and also considered the issues raised by stakeholder. Based on this formula, the team of auditors determined that the sampling locations are 1 (one) Palm Oil Mill ( Aring A POM) and 3 (three) estates (Felda Aring 1 Estate, FGV P Aring 2 and FGV P Aring 3 Estate)</p> <p><b>Aring A Mill</b></p> <ul style="list-style-type: none"> <li>• <b>Loading ramp and grading area.</b> An interview the staff on loading ramp &amp; grading area. The personal in charge can explain clearly about process of FFB receive and grading process.</li> <li>• <b>Scheduled waste store.</b> Accompanied by the Mill Assistant Manager. Storage building was an old building but equipped with proper bund wall and roof. Labeling was done on a few drums while some were not.</li> </ul> <p><b>Felda Aring 01 Estate</b></p> <ul style="list-style-type: none"> <li>• <b>Conservation Area at Blok 3.</b> There is any sign of buffer zone was installed.</li> <li>• <b>Boundary area.</b> There is any boundary pole was installed.</li> <li>• <b>Working Area</b> at FELDA Block (Block6). Workers werefound using proper PPE such as rubber boots, masker and hand gloves.</li> </ul> <p><b>Felda Global Ventures Plantation - Aring 02 Estate</b></p> <ul style="list-style-type: none"> <li>• <b>Kampung Pupuk.</b> An interview of a few community member</li> <li>• <b>Conservation area at Lebir River (Blok 24).</b> The buffer zone was managed by government.</li> <li>• <b>Workers interview at Blok 4.</b> An interview of harvester from Bangladesh. The worker understand they job and their work contract with FGVP.</li> <li>• <b>Workers housing and supporting facilities.</b> The housing is completed with electrical and clean water.</li> <li>• <b>Harvesting at Blok 4.</b> All harvesters were using proper PPE. They were being trained prior to working on field. Workers knew about their scope such as ripe fruit criteria. Sprayers were using proper PPE.</li> </ul> <p><b>Felda Global Ventures Plantation - Aring 03 Estate</b></p> <ul style="list-style-type: none"> <li>• <b>Harvesting area at Blok 26.</b> The worker was using PPE and understands their work contract with FGVP.</li> <li>• <b>Conservation area at Aring River (Blok 1).</b> There are signs of buffer zone was installed.</li> <li>• <b>Spraying and manuring area (Blok 1).</b> The workers were using PPE and understand their work contract with FGVP.</li> <li>• <b>Harvesting Work at Blok 6.</b> Harvesters were using proper PPE. They were properly trained before starting work.</li> <li>• <b>Spraying works at Blok 6.</b> Sprayers were using proper PPE and knew about the agro-chemical they used.</li> <li>• <b>Manuring works at Blok 1.</b> NK fertilizer was applied by using subsoil application (8 kg/tree). Workerswereusing proper PPE.</li> </ul>
<b>2.3</b>	<b>Stakeholder Consultation and Stakeholders Contacted</b>
<b>2.3.1</b>	<b>Summary of stakeholder consultation process.</b>



<b>ST-2</b>	<p>Consultation of stakeholders was held by:</p> <ol style="list-style-type: none"> <li>1. Public Notification on RSPO Website before assessment has been conducted on 18 March 2015.</li> <li>2. Public consultation meeting with: <ul style="list-style-type: none"> <li>- Internal stakeholders representatives. Interview with worker union and gender committee on April 21 and 22, 2015.</li> <li>- Representatives of local settler of Aring 01, 02, and 03. Focus Group Discussion was held on April 22, 2015.</li> </ul> </li> </ol> <p>Numbers of input from stakeholders have been clarified by Felda Global Ventures – FELDA and have been incorporated in this initial stage (ST-2) report.</p>
<b>2.3.2</b>	<b>Stakeholder contacted</b>
	<i>Please find appendix 1</i>
<b>2.4</b>	<b>Determining Next Assessment</b>
	The next Surveillance-1 will be determined nine to twelve months after the management unit held the certificate.

### 3.0. ASSESSMENT RESULT

#### 3.1. Summary of Assessment Report of the RSPO Certification

MUTUAGUNG LESTARI has conducted an assessment of Aring A POM, Felda Global Ventures – FELDA, where operation consisting of 1 (one) mill and 8 (eight) oil palm estates.

During the assessment, there were 4 (four) Non-conformances were assigned against Major Compliance Indicators, 2 (two) non-conformances were assigned against Minor Compliance Indicators, there is no non-conformance against supply chain requirement for CPO mill, and 7 (seven) opportunities for improvement were identified.

Further explanation of the non-conformances raised and corrective actions taken by the company are provided in section 3.5. The company has prepared and implemented corrective action to be reviewed by Auditors in form of documentation of evidence(s).

MUTUAGUNG LESTARI found that Aring A Mill, Felda Global Ventures – FELDA, *complied* with the requirements of Malaysian National Interpretation (MYNI), March 2015 and RSPO Supply Chain Certification Standard November 2014 for CPO Mill.

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

Ref Std.	VERIFICATION RESULT of MUTU-Certification	
<b>PRINCIPLE #1 COMMITMENT TO TRANSPARENCY</b>		
<b>1.1</b>	<b>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.</b>	
	<p>FELDA Aring A has a Manual Lestari which comprises of item number 3.4 <i>Prosedur Komunikasi Penglibatan Dan Rundingan (No Dokumen: ML-1A /L2-PR3(0)</i>. Dated: Mac 2012. In the document is clearly stated the procedure of communication and involvement for the public.</p> <p>Also, they have carried out an event with the stakeholders explaining and giving awareness about RSPO. The awareness meeting was held on the 17<sup>th</sup> March 2015 at Balairaya FELACHiku 3, Gua Musang Kalantan. In the minutes of meeting, they did carry out a survey asking about the internal and external stakeholder experience with the management. There are about 98 stakeholders attended the meeting.</p> <p>However, based on the document review, the request and responses records and documentation has not been maintained by the POM and estates. They received request from internal stakeholders such as schools around the area, but they do not have a proper documentation on what action has they took and when do they solved the request.</p> <p><b>NCR. 2015.01. Major 1.1.2</b></p> <p><b>22 July 2015</b></p> <p>The management of Aring A POM and Estates has been sighted of evidence record of request and responses records to request (Rekod Permohonan &amp; Maklum Balas) in Aring A POM &amp; Aring Estates 1,2 &amp; 3.</p> <p>For example is record of request for aid for school equipment (table) from non formal school for Islamic Education on 20 March 2015. The Felda Aring has been response the request and was documented in log out book (Rekod Maklum Balas) on 26 March 2015. Based on the evidence was sighted by Felda Aring complex, the non conformance is closed.</p>	
<b>1.1.2</b>	<b>Status: Non Compliance 2015.01 Major was closed</b>	
<b>1.2</b>	<b>Management documents are publicly available, except where this is prevented by commercial</b>	

**confidentiality or where disclosure of information would result in negative environmental or social outcomes.**

Based on the document verification at the mill and the sample estates, all the documents such as Complaint and Grievance Standard Operation Procedure (ML-1A/L2-PR4), Land titles, Social Impact Assessment and other is available at the management office. The community is allowed to review the document upon request to the management unit.

**Status: Comply**

**1.3**
**Growers and millers commit to ethical conduct in all business operations and transactions.**

There is a written policy on committing to code of ethical conduct with reference to *Polisi Kod Etika Kerja dan Intergriti* signed by Datuk Faizoull Ahmad, General Director of FELDA. Dated 01.06.2014. In the code of ethics it mentioned that they are against bribery, they carried out their trade and sell with honesty and non bias.

Thorough the interview conducted during the site visit, the employee is well aware on the ethical conducts in business transaction. Also, it is communicated to all.

**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. (NIZAM)**

Aring POM has documented evidence to comply against local and national laws and regulations. There was no record of violation against authorities. MPOB License was valid until 29 Feb. 2016. The Mill has documented system for reviewing and updating which latest checked on 10 Mac 2015. Mechanism for ensuring compliance was implemented through designated staff and procedures were available. Finally, tracking system was established by QHSE monitoring.

Evidence of compliance against legal requirements for Estate:-

- 1) Form A: Registration of Holdings (Serial No: 140201 & 140002)
- 2) Lesen menjual dan mengalih by MPOB. Duration: 1 year (1 April 2015 – 31 March 2016) (No lesen: 50094410200)
- 3) Jabatan Pengangkutan Jalan Malaysia (No Receipt: 01030511A007084 dated on 10/07/2014)
- 4) Collective labour agreement between Lembaga Kemajuan Tanah Persekutuan and India migrant workers dated 17 December 2014.
- 5) Workers permits were documented.

Informations were updated regularly and mechanism for ensuring compliances was available. Tracking system for any changes were in place and properly documented.

The Aring A POM has have a machineries license, operator license; eq :

- Perakuan Kebolehan Peraturan 5(2). Drebar Enjin Gred 2. No perakuan: KN/13/E15/02/14 – Suriman bin Ismail (Injin Stim dan Dandang Setim)
- Certificate attendance of confined space dated on 10-12 June 2014 – Attended by Khairul Azmi bin Mohd.Mawardi (890314-03-5925)
- Perakuan Kelayakan Dandang Stim, The Factories and Machinery (Notification, Certificate of Fitness and Inspections) regulations, 1970 Regulation 10 (2). (Ref: JKJ. 14-Pin. 5/87 dated on 11/03/2015)
- Perakuan Kebolehan Peraturan 5(2) . No perakuan: 089/2009 – Mohamad Atfan bin Mat Nawi (Jurutera Stim Gred 1)
- License of activities from MPOB with license no is 59532800300 valid through 23/3/2015 to 29/02/2016. The activities includes of *menjual dan mengalih, membeli dan mengalih, menyimpan, mengilang*.
- License *menduduki atau menggunakan premis yang ditetapkan* from DOE. (Licence no: 004596 dated on 25/06/2014).

Air emission records March 2015 Feb 2015 9 min-48 min emission, no water effluent at final discharge in March 2015. According AKTA Kualiti Alam Sekeliling 1974 (akta 127) /Environment act 1974, Part 4 black air emission section 16, no more than 15 min for 24 hours, no more 5 min per hour. Compliance for hour but not compliance for 24 hours. FPI/L4/QOHSE-22.1 pin 1 related the smoke density broken, boiler, the corrective active still under progress and the boiler no 2 recorded 39-72 minutes per 24 hours of date 1-20 April 2015, boiler no 2 air emission / smoke density is still broken. **NCR 2015.02 Major 2.1.1**

**22 July 2015**

The Aring A POM has been sighted an evidences:

- Action Plan according to compliance with smoke density for Aring A POM (Period Jan. till Dec. 2015).
- Monitoring Record for Boiler 1 Aring A POM (Period May 2015), issued by MESRA ALAM SEKITAR, Sdn Bhd.
- Monitoring Record for Boiler 2 Aring A POM (Period May 2015) , issued by MESRA ALAM SEKITAR, Sdn Bhd.

Based on the evidence was sighted by Felda Aring A POM, the non conformance is closed with observation for next audit.

**2.1.1 Status: Non Compliance 2015.02 Major was closed**

**2.2**  
**The right to use the land can be demonstrated, and is not legitimately contested by local communities with demonstrable rights**

Aring Mill has legal right on land ownership from land office and FELDA. Boundary markers were available by document and photos, No dispute and conflict recorded so far.

All the three estates have a clear legal lease from the state government. Physical boundary markers were established and no land dispute was recorded. Based on field visit for inspection of estate boundaries, for example at Block 3 Felda Aring 1 and Block 24 FGVP Aring 2, there is any boundary pole was installed.

The Felda Aring A POM has sighted document of land use right (Geran Hak Milik Sementara Tanah - No. H.S.(D): 2472 & (04)14/06/01-36). Based on those document that knows total area of Felda Aring A POM is 21,791.60 (20,752.98 Ha of FGVP and 1,038.62 Ha Communiity).

Document observation: Record for boundary markers monitoring was documented. (File Ref: FAS-RSPO LI/K2.2/2.2.3)  
The location of main boundary markers (7 locations) was provided and documented details with the coordinated. The locations were verified by *Juruukur Tanah Yang Dilesen Dibawah Akta 458 (Disemak 1991)*. (Doc ref: H.S. (D): 2457). The photos of boundary markers were documented.

**Status: Comply**

**2.3**  
**Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.**

All land in the three estates 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. Records are available to show that the land leases comply with legal requirements. Form A: Register of Holdings with serial no 140201 & 140001 provided.

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

Surat Perjanjian Antara Lembaga Kemajuan Tanah Persekutuan (FELDA) dan Felda Palm Industries Sdn Bhd. Rancangan Felda Aring 2 dated on 12<sup>th</sup> January 1998.

**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.**

Management Plan on operation and replanting programme were prepared depending on each Estate need: Aring 1 from 2015 -2017, Aring 2 from 2017 – 2018 and Aring 3 from 2018 – 2019.  
Budget on year 2015 was documented with details of cost operation, workers, total of BTS process, financial outcomes etc. (Ref: KS Aring A) The management plan on years 2015 until 2019 with details of budget and processing cost was provided.

#### **Aring 1 Estate**

The management plan on years 2015 until 2017 with details of budget and cost was well documented. (File ref: Lampiran 3-a, verified and signed by Pengurus Felda Aring 1

#### **Aring 2 Estate**



The management plan on years 2016 until 2018 with details of budget and cost for related activities (*penjagaan&penyeliaan, pungutan, perbelanjaan am, koskewangan*) at Aring 2 was provided and well documented and verified by Pengurus FGVP FeldaAring 2.

### Aring 3 Estate

The management plan on years 2016 until 2018 with details of budget and cost for related activities (*penjagaan&penyeliaan, pungutan, perbelanjaan am, koskewangan*) at Aring 3 was provided and well documented and verified by Pengurus FGVP FeldaAring 3.

### Aring Mill

Has produced a management plan by preparing a budget for 2015 and long term management plan from 2015 to 2019.

Summary of budget estimation for years 2015 was provided in Buku Bajet Tahun 2015.

<b>Status : Comply</b>
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## PRINCIPLE #4 Use of appropriate best practices by growers and millers

### 4.1

#### Operating procedures are appropriately documented and consistently implemented and monitored.

- Aring Mill has proper SOPs such as :
  - Manual Keselamatan dan Kesihatan : (ref: revision 2009 )
  - Manual Operasi (FPI/L3/15-01) dated 30/06/2001
  - Manual Operasi Makmal (FPI/L3/14-01-01) dated 25/02/2010
  - Prosedur Kerja Selamat (FPI-PK-001) dated 14/07/2010
  - Manual Prosedur QOSHE (FPI/L2/QOSHE-1.0) 15/11/2010

SOP implementation start at FFB receiving till Effluent management. Mechanism of check was via:-

- Internal Audit Report ( Ref:PP13-FPIN-ARGA-RBD-025-R)
- Internal Audit Report RSPO,ISCC,COP,QHSE,OSHA.
- Manual Pengurusan Rancangan: (ref: revision July 2010)
- Manual Ladang Sawit Lestari (ref:Edisi II,1Jun 2012. Seksyen 1-5))
- Manual Grading BTB MPOB (refer to Mill)
- Buku Kadar Upah Pekerja ( ref: Bil. 01/2015)
- Manual Perolehan ( ref: Surat Arahan Bil 28/2014) same as Item (1)

#### • Aring Estate, for example at estate 1,2 & 3:

Standard SOP for all FELDA estates as follows :

- Manual Keselamatan dan Kesihatan : (ref: revision 2009)
- Manual Ladang Sawit Lestari (ref:Edisi II,1Jun 2012. Seksyen 1-5)
- Manual Pengurusan Rancangan: (ref: revision July 2010)
- Manual Grading BTB MPOB (refer to Mill)
- Manual Perolehan ( ref: Surat Arahan Bil 28/2014) same as Item (1)
- Based on field visit and interview of worker on :
  - Aring 2, Block 4 Harvesting Area and Spraying Area Block 18 that sighted if the All harvesters were using proper PPE. They were being trained prior to working on field. Workers knew about their scope such as ripe fruit criteria. Sprayers were using proper PPE.
  - Aring 3, Block 6 Harvesting Area and Spraying Area Block 1 that sighted if Harvesters were using proper PPE. They were properly trained before starting work. Sprayers were using proper PPE and knew about the agro-chemical they used

- The Management Unit of Aring A has have Mechanism corrective action taken regarding the monitoring. There was documented in Internal Audit (Laporan Audit Dalaman) and Agronomy Report. Monitoring of action was recorded in Buku Kerja:
  - Buku Rekod Kerja Mencuci Merumput
  - Buku Rekod Kerja Merumput (PM10G)
  - Buku Rekod Kerja Penuaian Hasil Harian (10G)
  - Buku Rekod Kerja Penaburan Baja (PR 12J)
  - Buku Rekod Kerja Penaburan Racun Tikus ( 10G -11HAB)
  - Buku Rekod Kerja Memotong Pelepah

**Status: Comply**

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

Records of fertiliser inputs are maintained in the database set aside for this purpose and split into each estate, these details are readily available through the database system maintained by Felda Agricultural Services Sdn Bhd. Annual fertiliser inputs are then further recommended based on this data for future applications.

Felda Agricultural Services Sdn Bhd also carries out regular annual tissue and soil sampling. The results of the analysis of the samples are used to optimise fertilizer requirements. The Soil Sampling survey is completed as part of 3-5 years rolling plan that just recommended for the period 2011/2015 whereby 20% of all estate soil is sampled each year. Records are in place for all areas tested and included block number and estate name. Each block and each result is independently logged in a spread sheet for each block.

All palm by-products including fronds, EFB, compost, effluent and expeller are recycled. These are used as nutrients and are applied to improve organic matter and to substitute or supplement inorganic fertiliser. Fronds are also used to prevent erosion following pruning and after harvesting of FFB.

The last tissue sampling was carried out on 18 July 2014 record held on fertilizer recommendation for 2015 Leaf and Soil Nutrient level.

**Status: Comply**

#### 4.3 Practices minimize and control erosion and degradation of soils.

Based on document verification and information from management Aring A that knows if there is no peat soil in Aring A area. Erosion control on slopes were done via terracing and cover crop planting. In all estates there is terracing in areas to reduce soil erosion. To prevent erosion, the pruned fronds placed in a position to reduce erosion in the form of frond boxing. Rainfall run off is minimised where necessary by construction of strategically placed drains. Inspection of field conditions confirmed that Felda has implemented appropriate practices for minimising soil erosion. These include stop bunds on terraces and maintenance of adequate groundcover vegetation. No area with slope more than 25° were recorded. Plantation roads were maintained annually through Buku Kerja Senggaraan and contract issued through SPK.

**Status: Comply**

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

Water management plan is essential in Mill operation as the boiler need water. As for human consumption, tube well water was sampled once a year or whenever needed. There are 12 series of effluent ponds to treat the Mill waste water. Monthly effluent final discharge was conducted and the result complied to DOE standard.

There are three major rivers crossing each estates as follows:-

- (1) Aring 1 – Sg. Aring
- (2) Aring 2 – Sg. Relai and Sg. Lebir
- (3) Aring 3 – Sg. Aring

Based on document verification the Mill water usage is 1.58 m<sup>3</sup>/mt BTS) as per February 2015.

Surface water quality monitoring was conducted on 13/4/2015 and send to Makmal Analisa Sg. Tekam. This was an instruction by FELDA Wilayah Gua Musang. However, river reserve conservation effort was not seen on site especially on the water consumption extraction at anak Sg. Lebir at Aring 3.

Water treatment plant for resident is located at Block 24. Water is extracted from Sungai Lebir tributary (anak sungai Lebir). River reserve was physically not demarcated and prohibited sign for agro-chemical input was not erected on site. **NCR 2015.03**

**Major 4.4.2**
**22 July 2015**

The management unit of Aring 3 has been sighted an evidences:

- Sign board of Buffer Zone for Lebir tributary (Anak Sungai Lebir).
- Sign Board for prohibition for agro-chemical input (spray and fertilize) surround of Buffer Zone for Sungai Lebir tributary (Anak Sungai Lebir).
- Attention for use PPE when visit to surround of Buffer Zone for Sungai Lebir tributary (Anak Sungai Lebir) and the Water treatment plant for resident is located at Block 24.

Based on the evidence was sighted by Felda Aring 3, the non conformance is **closed**.

<b>4.4.2</b>	<b>Status: Non Compliance 2015.03 Major was closed</b>
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**4.5**

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

FELDA has a standard Manual for IPM and apply to all estates under FELDA management. As for Aring 1,2 & 3, common pest was rat. Staff handling IPM was trained by FASSB while workers were trained by the trained staff through roll-call and campaign. Evidence of IPM implementation was recorded in:-

- Borang Keperluan Racun BUTIK Tahun 2015, dated 21/08/14
- Laporan Penaburan Butik
- Laporan Kawalan Kumbang Badak, dated 2/9/13

Example of pesticides used and pest attack.

**Aring 1**

Related manuals:-

- Mengumpan tikus diladang sawit matang {ref:MLSL(Ed.2) Section4 (1.0)} dated 1Jun 2012.
- Membanci dan Membasmi Inokulum Ganoderma dikawasan pokok muda dan berhasil (ref : MLSL (Ed. 2) –Sec.3(10.0) dated 1 Jun 2012.
- BUTIK record G2, latest done 31/03/15

**Aring 2**

Evidence of IPM implementation was recorded in:

- Form of agrochemical used (Borang Keperluan Racun BUTIK Tahun 2015,dated 21/08/14
- Report of agrochemical used (Laporan Penaburan Butik)
- Report of Rinoceros handling (Laporan Kawalan Kumbang Badak) dated 2/9/14.

**Aring 3**

- MLSL (ed.2) Sec.4(1.0) – Mechanism for pest handle (Mengumpan Tikus Di Ladang Sawit Matang)
- FELDA journals on Integrated Pest Management, dated December 2014.

<b>Status: Comply</b>
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**4.6**

**Agrochemicals are used in a way that does not endanger health or the environment.**

To ensure proper used of agro-chemical, FELDA has prepared Manual Lestari 1A and used on all estates. Chemical purchasing was done centrally to ensure compliance to standard and policy. Effort on minimizing paraquat usage were recorded in all the three estates. Chemical handling was conducted by trained staff and record was available. Agro-chemical were stored in proper building with proper safety measure except Aring 1 which did not has eye wash facility. Chemical containers were reused for pre-mixing purposes.

Example of chemical used:

**Aring 1**

Pesticide used BUTIK (Butik Super )

Chemical used for spraying : Garlon 250, Ken-tec, Amcosate-41, CSH - paraquat

**Note:** Current eye wash facility is by using tap and rubber hose. According to the management the new facility will be constructed

soon.

## Aring 2

Types of pesticides/herbicides used:- (Rekod Racun 5 tahun )i.e 2014

- ParaquatDichloride (AI = 13%)
- JURU 20F ( A.I =20%)
- Ecomax( AI = 41 %)
- Garlon 250 (AI= 32.1 %)
- BASTA 15 ( AI = 13.5%)

There was a documented evidence on pesticided used from 2008 to 2014. ( Rekod Racun 5 tahun&pengiraana.i/ha)

Only large containers ( > 20litres) were recorded. Used fertiliser bags were not recorded. Recorded start on Mac 2015.

Containers were cleaned 3 times and recycle. Some chemical containers were left on the field unattended (Block 6) FELDA

Medical Surveillance has ben conducted in Mill, Occupational Medical surveillance was available as per October & November 2014. 6 workers record were noted. Through to Aring 1, 2, & 3 has been conducted on 30/4/2015. There was a documented evidence on medical surveillance on 4.6/4/6/5) involved 12 worker. Based on document of the medical surveillance reports, there was no symptom of hearing loss.

Based on document verification was knows thtere is no aerial application has been conducted so far in Aring 1 and has been stopped in Aring 2 & Aring 3.

**Status: Comply**

## 4.7

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

The occupational health and safety plan is documented , effectively communicated and implemented, OHS policy and plan are available at POM and Estates. There is available Safety and health committee both in Estates and POM. Sign to use safety equipment in places at POM and Estate office, and spraying in the progress.

During site audit at the block 6, FeldaAring 01 spraying activity, there are shown workers use safety equipment such as helmet, cartridge masker, glove, apron, safety boot just one worker has not use because of broken (opportunity for improvement).

Mill, found all worker use ear protector, safety shoes, and there is shown notice to use safety equipment in Mill area.

Block 18 spraying activities, FeldaAring 02, workers use helmet, safety boot, apron, cartridge masker, gloves, block 4 cuttings activity has been seen that all the workers use helmet, safety boot, gloves.Aring 3

Blok 26-cutting activity interviewed workers are aware to the best practice and safety training has been carry out.

Block 1Aring 3- fertilizer activity interviewed workers and supervisor , safety aid kid is available keep by Supervisor, all safety equipment used such as helmet, apron, safety boots, masker. Consider to be more clear communicate to workers related to wash safety equipment at the safety washing area.

Adequate fire extinguishers were found located at the office, chemical store, workers housing, POM., check regularly.

Workers are cover for medical care and insurance, Occupational injuries recorded and reported annually include Lost Time Accident calculation. Medical surveillance record for the workers are available. Foreign workers are covered by ETIQA Takaful insurance company.Local worker insured and recorded at Form 8A 31/3/15 Social Safety Insurance .

All operation aspect and impact are identified, documented,

There is available notice board to use safety equipment at the Aring A Mill, Aring Estate 1,2 and 3

Occupational safety and health policy is available at the FeldaAring 2 signed by DatoSabri Ahmad 7/1/13. Occupational safety and health plan 2015 is available at Aring 2 .

Health, Safety and Environment policy signed by DatoMoh Emir Mavani Abdullah Chief Executive Officer 10 Feb 2015. Ffirst aid kid is available keep by supervisor.



The policy of safety and health Aring 3 is available at the meeting office, issued 2Sep 2014, signed by Abdul Halim Ahmad-Estate Cluster head. Cover for workers, management, visitor, contractor, supplier who related in activities at FGVPM (Felda Global Ventures Plantation (M) SdnBhd). The policy include for establish occupational safety and health committee, provide safety equipment, training, continual improvement, commitment to prevent injury, occupational health and safety, disease, damage of property and damage to environment . Carry out investigation and report and well communication.

Safety and Health plan 2015 is available, cover for medical surveillance , assessment of chemical hazard and risk assessment March 2015, First aid training schedule in Oct 2015, etc.

Safety and health personal incharge has been appointed and have a job description, reporting of the Health and Safety meeting.

Accident and emergency procedures documented, training to the workers, contractor, and safety briefing for the visitor. There is available accident records and reported annually.

<b>Status: Comply</b>	
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#### 4.8

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

There is evidence for staff and workers, contractors and visitor safety briefing, training for RSPO principle and criteria, safety training, best practice training, records are updated.

All the training records keep in the file found at the Aring 1, Aring 2, Mill Eg.

Coaching system RSPO 9/4/15 – FeldaAring 2 material. Attendance list for training 14/4/15 fire fighting , PPE training 1/4/15 for worker eq Muslim, Iswandi, Nasiruddin, Nuh, khairil, sanusi , Sumekar (Aring 3).

training records 12/4/15, for pruning, loading, harvesting (Ladang Aring 2), 14/4/15 Fire fighting exercise. Roll call record before workers for safety and work briefing 2015 is providing. There was sighted the document of the socialization & training for workers working in high noise areas.

<b>Status: Comply</b>	
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#### **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.**

There is available Form aspect to identify Environment impact and evaluation of significant FPI4/QOHSE-1.7 pindaan 0. Kilang Felda A (Mill A) cover for receiving Fruit Bunch, scale, grading, loading ramp, sterilizer, crane-treshing-press, incinerator, etc.

Form of Identification aspect including past and potential incidence , listed at form significant environment aspect and impact register form FPI/L4/QOHSE-1.8 ind 0 and identify the responsible person.

There is available at Aring 2: Criteria of aspect and Impact has been define according to frequency, risk, impact. Aspect Identification and evaluation of impact. Form no 5.1/5.6. Aspect and Impact report RSPO 25/2/15.

Aring 3:Criteria aspect and Impact is available, Identification and evaluation form No 5.5/5,6 15/3/15 approved by Mustafa Bin Abdullah cover for all activities such as harvesting, delivery of FFB, Fertilizer, spraying, pruning etc. Renew at 25/2/15, report aspect and impact document 1/2015. There is available reduce, reuse or recycle plan 2/1/15 eg. Control for metal, plastic, paper, use of PPE, Container waste, domestic waste. Plan for supporting material palm leaves.

Implementation and monitoring of the environment improvement plan reviewed annually.

<b>Status: Comply</b>	
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#### 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.**

The Felda Aring A Complex has have Report of High Conservation Value Identification and the Management Plan. Based on identification results was there are not High Conservation Value have identified surround of Aring A Plantation area. There was

any few rivers of categorized as conservation area with buffer zone. The river buffer zone (*Rezab*) in Malaysia is manage and under the government control. Table below is list of conservation area in Aring A complex:

No	Location	River (Conservation Area)	Buffet zone ( <i>Rezab</i> ) Ha
1	Felda Aring 1	Aring & Relai river	0.002
2	FGVP Aring 2	Aring river	14.44
3	FGVP Aring 3	Aring river	17
4	FGVP Aring 4	Aring river	8
5	FGVP Aring 5	Aring river & Cemara river	10
6	FGVP Aring 6	Lebir river	10
7	FGVP Aring 8	Antiar river. Kelinta river & Relai river	22
8	FGVP Aring 10	Antiar river. Hawa river & Lebir river	63

Based on Report of High Conservation Value Identification at Aring A plantation area that there are not rare, threatened or endangered (RTE) species or HCVs are identified. There was any few rivers of categorized as conservation area with buffer zone. The river buffer zone is manage and under the government control. The management of Aring A complex has shown the plan for management and monitoring of conservation area. The activities was carry out by management of Felda Aring A complex are:

- Identification of conservation area based on rule by government
- Protect of river buffer zone from chemical activities

Related to protected forest or national park (Taman Negara/Taman Nasional) in outsider of plantation area, the management of Felda Aring A Complex was carry out socialization to the workers and the other stakeholder to avoid of illegal hunters or illegal activities will threat the wildlife surround.

**Status: Comply**

### 5.3

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

Policy of waste handling 1/6/14 signed by Mohammed Emir Mavani Abdullah

There is available schedule waste SW 305 black Oil, SW 306 Hydrolic Oil, SW 410 Gloves/filters. Environmental Quality act 1974 Environmental Quality (Schedule wastes) regulation 2005. March 2015 31/3/15 , 244 ton metric SW 305, 500 SW 306, Gloves SW 410.

There is available records for effluent 7/1/15 report 14/1/15, 9/2/15 report 16/2/15 reported M ZuhanAb Rahman (A.MI.C Felda Palm Industries SdnBhd), ph 8.81, biochemical oxygen 21, chemical oxygen demand 114 mg/l, total solid 504 mg/l, the result is below the parameter limit.

Record of receiving chemical container eq, January 22 (kentec), 25 (Ecomax), Kentec Feb 29, Ecomaxfeb 28, (FeldaAring 2). Letter from Environment agency 20/11/2002 stated waste container which 3 time cleaning is not schedule waste

FeldaAring 2 and 3 : Report of Aspect and Impact at Estate activity, waste and contamination page 2 , action plan to reduce environment impact with reduce, reuse or recycle

There is available reduce, re used or recycle plan (2015) both in Estate and POM.

Aring 1 block 6, found several chemical container at the ground and plastic waste close to the drainage

All containers are collected and storage at the store.

Consider to review the action plan for approve container waste collector as define at action plan 25/2/15FeldaAring 2,3 (opportunity for improvement)

Aring 3: store for container is available close to chemical store.

Action plan 25/2 /2015 documented attached in aspect and impact of environment .Records (FeldaAring 2) : Receiving of waste container January, February 2015

Record of use fiber and shell (recycling /used waste) 2015 january, February.(Mill).

Container waste records book (Aring 3) January, February.March 2015. **NCR 2015.04 Major 5.3.2**

**22 July 2015**

The management unit of Aring 1 has been sighted an evidence of picture of socialization for chemicals containers but insufficiency evidences in relation to chemicals container handling on the drainage and next activities for properly dispose.

**24 July 2015**

The management unit of Aring 1 has been sighted an evidence:

- Instruction Letter (dated 15 May 2015) from Manager of Felda Aring 1 to all of Smallholder Peasants (Peneroka) in Aring 1 for dispose all chemical container to Felda Aring 1 office.
- Picture of chemical container from the Smallholder Peasants was stored in Felda Aring 1 office.
- Minutes meeting of socialization / instruction to all Smallholder Peasants (Peneroka) in Aring 1 in accordance of dispose all chemical container to Felda Aring 1 office, dated 7 May 2015.
- Attendant List of socialization / instruction to all Smallholder Peasants (Peneroka) in Aring 1 in accordance of dispose all chemical container to Felda Aring 1 office, dated 7 May 2015.

Based on the evidence was sighted by Felda Aring 1, the non conformance is **Closed with Observation**.

<b>5.3.2</b>	<b>Status: Non Compliance 2015.04 Major was closed</b>	
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<b>5.4</b>	<b>Efficiency of energy use and use of renewable energy is maximized.</b>
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Diesel use monitoring 2015 (Aring 2), monitoring record diesel (Aring 3) and Consider to decide the target of fossil fuel use. (opportunity for improvement).

Monitoring of diesel consumption for palm mill observed. Environmental objective set to ensure < 0.8 litre/BTS.

Diesel consumption monitoring chart observed for year 2014.

Average ratio diesel / BTS from Jan until Dec 2014 observed at 0.49.

<b>Status: Comply</b>	
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<b>5.5</b>	<b>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.</b>
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There is available and documented for zero burning policy signed by Mohammad Emir Mavani Abdullah Presiden and CEO FGV. During site tour shown that the policy are implemented

Interviewed to the Workers (Aring 3: Muslim block 1, Suhardi block 1) said no burning for domestic waste at housing area, during site tour no burning seen. Record of monitoring in March, 2015, diesel use per ton of FFB 6.15 l.ton in March 2015, monitoring use of diesel Fuel (Aring 3).

<b>Status: Comply</b>	
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<b>5.6</b>	<b>Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.</b>
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Programme to reducing greenhouse gases 2015: reducing use of diesel, control domestic waste. Record of monitoring in March, 2015, diesel use per ton of FFB 6.15 l.ton in March 2015, monitoring use of diesel Fuel (Aring 3). Action plan for reduce, reuse or recycle environment impact Felda Aring 01 1/3/15, Felda Aring 2,3 dated 12/4/15. The GHG emissions have yet to be identified and plans to reduce or minimize GHG There was available of record monitoring eg use of oil diesel 2015.

Felda Aring A has conducted an assessment of polluting activities and the register of significant impacts was documented. The mill has established documented objectives and targets for the year ending 31 December 2015 to improve performance of effluent discharge and discharge quality of the monsoon drain.

Based on document verification that indicated boundary noise monitoring was conducted. By Mill field visit was shows of warning sign for noise level and warning for ear protected use.

<b>5.6.3</b>	<b>Status: Non Compliance 2015.05 Minor still Open</b>	
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<b>PRINCIPLE #6 Responsible consideration of employees and of individuals and communities affected by growers and mills</b>
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<b>6.1</b> <b>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.</b>		
<p>The company has been done of Social Impact Assessment. There was established report of Social Impact Assessment of Felda Golden Ventures – Krau POM. These report is described of positive and negative impact by plantation and mill operational, plan for monitoring and manage those impacts. The components that will be managed and monitored are:</p> <ul style="list-style-type: none"><li>• Access of community to facilities (road and recreational area)</li><li>• Additional activities of community for welfare increasing (provide of market area and skill training)</li><li>• Religion and cultural aspect (provide of mosque)</li><li>• Access to education and health facility (provide of school and health facilities adjacent pantation area)</li><li>• Transportation infrastructure, communication process and migrant influence (implies to income of local people)</li><li>• Replanting program (positif and negative impacts)</li></ul> <p>There were questioners as atools that the company used for gathering information from stakeholder and available of attendant list in each estate. The management of Felda Aring A has have of monitoring and management plan Social Impact Assessment 2015/2016 based on input from stakeholder (workers and community/smallholder member). The plan will implementation periodically on 3 month.</p>		
	<b>Status: Comply</b>	
<b>6.2</b> <b>There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.</b>		
<p>The company has a Communication Procedure (ML-1A/L2-PR3 (0), March 2012. These aim to provide a system of communication with internal and external parties related to the environment around the area, hazards and risks in the workplace. In the policy also stated about the responsibilities of Mill Manager and the responsibilities communicating with the head office and any other government bodies.</p> <p>Besides from the policy, the management also has appoint one person in charge of communication from each estates and mill office. Wan Mahizan Bin MohamadYusoff (Laboratory Analyzer) and NikZawawi Bin Mamat (Driver) have been assigned as the communication representative for Aring A POM. They have been elected as a communication officer since 8<sup>th</sup> January 2015. As for FELDA Aring 1, the Communication officer is the estate Manager itself ZaibadrulNizam Osman Bin ZainulAnuar.Baakrudin Bin Ismail, Assistant Manager from Aring 2 has been assigned as the communication officer for FGVPM Aring 2 area. Appointment letter dated 14 February 2015. And FELDA Aring 3 has appointed Abu Bakar Bin Arshad (Supplier Clerk) as the RSPO communication officer.</p> <p>Additionally, the higher management has conducted internal and external stakeholder meeting for FELDA Aring and Chiku on the 17<sup>th</sup> March 2015 at BalairayaFELDAChiku 3, Gua Musang.</p>		
	<b>Status: Comply</b>	
<b>6.3</b> <b>There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all parties.</b>		
<p>The management unit of Felda Aring A has have Procedures of Complaint and Grumbling Handling (Number: ML - 1A / L2 - PR4). The procedure aim to resolve all complaints and grievances fairly and to maintain good relations between the company and other parties. The results of stakeholder consultation with communities adjacent of plantation area also showed that no complaints were caused by plantation and mill operations. In general, the stakeholders explained that existence of plantation and mill has opened employment opportunities, provision of facilities and improvement of economic aspects of surrounding community. The management unit of Felda Aring A complex was installed box for complain letter in every estate and has have a record of complain in log book. The management unit has shown the log book in each estate :</p> <p>Based on verification of Record Complaint Book it found no complaints from the surrounding community. By the results of external stakeholder consultations around of plantation area has showed there is no complaints and dispute between the company and the other parties. For example by results of field visit observation at Pupuk Village (Kampung Pupuk) is indicated that there are no conflict between the company and the other parties.</p>		
	<b>Status: Comply</b>	



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.	
The Felda Golden Ventures has have Procedure for Knowing Legislation and Indigenous Rights (Number: ML1A/L2/PR12. These procedures as a guide to resolve problems of land boundaries among company and local communities related to legal or customary rights.	
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 FGV Aring A POM. All lands are managed today is a land that has been set by the Kingdom of Malaysian since early period of company operates.	
	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.	
Based on the document review, the workers salary is based on <i>Jabatan Perancangan, Operasi, Pemantauan dan Teknikal, Kadar Upah Pekerja Ladang KUK BIL 04/2014 FGVP MSB Handbook</i> it has clearly stated the working hours, basic pay, incentive pay, salary record, payment for harvesting, payment for sprayer, incentive payment for harvesting supervisor and etcetera. In the handbook is also stated about the minimum wage of RM900 per month, align with Seksyen 4(2) Akta 732 Perenggan 6 Perintah Gaji Minimum 2012.	
Besides, there is also a handbook on <i>Syarat-Syarat Perkhidmatan Pekerja Operasi Ladang Tempatan FGVP MSB</i> it is also clearly stated the terms of payments. Based on interview with foreign worker from Indonesia (Plant Maintenance) that sighted if the employee was refer to minimum wage in Malaysia,	
Foreign Workers were given contract between them, the management and a witness. And they agreed on the terms inside the agreement. In the agreement contains terms of payment, holiday entitlement, maternity leave, working hours and any other related matters. Interviewed few workers is indicated if they understand the work contract.	
Based on interviews and side visit, the management has provide the workers with adequate housing, water supplies, medical, and welfare. The company already provide facilities for their employee. These facilities are:	
<ul style="list-style-type: none"><li>• Housing</li><li>• Health service</li><li>• Sports Facilities</li><li>• Facility for praying activities</li><li>• Hall</li><li>• Park for playground</li><li>• Mini market</li><li>• Clinic</li></ul>	
Based on the site visit the company already provide facilities for their employee improve workers' access. The management has provide a mini market that the worker can take any item that they want and later they can make the payment.	
	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.	
The published policy for worker unions and freedom of association in FELDA is available publically in the estate. With reference on the <i>Polisi Hak Kebebasan Bersuara &amp; Mengangotai Kesatuan</i> , it was stated in the policy that FGV / FELDA 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.	
Through the document review, there is a minutes of meeting being recorded. There is a record of minutes of meeting Kesatuan Pekerja-Pekerja Felda Palm Oil Industries Sdn. Bhd. Mesyuarat Jawatankuasa Kerja Agung Kali Ke-Empat Sesi 2013-2018. The meeting was held on the 17 <sup>th</sup> March 2015 at Hotel Tanjong Vista, Kuala Terengganu. The meeting trade union meeting was held at the state level. The Agenda of the meeting is about the accident happened previously, job distribution, cleanliness	

of the worker houses, safety of the worker and also they touch on the worker health. Also, they discussed about the committee members responsibilities. The meeting was attended by FELDA staff and also workers' representative, there are 16 person attended the meeting.		
	<b>Status: Comply</b>	
<b>6.7</b> <b>Children are not employed or exploited.</b>		
There is an available Policy ML-1A/L2-PO9 (0), issued by President Director of FELDA, dated December 20, 2010 and The FELDA Golden Ventures - Plantation has a policy on the minimum age. Published and signed by President & CEO of FELDA Global Ventures. In the policy, they explained that children under the age of 18 are not allowed to work in accordance with applicable regulations. Based on verification of workers database at the mill and estates, there are no workers or staff who is under 18 years old. It has been verified by the identification number of each		
	<b>Status: Comply</b>	
<b>6.8</b> <b>Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.</b>		
Based on the interviews conducted during the audit, workers and staff mentioned that they received an equal opportunity as other. For instance, all job vacancy is open to all and anyone with a suitable qualification can apply for any suitable job vacancy. Other than that, in the office there are both gender working, it is not only dominated by male or female only. Moreover, the worker / the migrant worker, TKA and TKI also received an equal opportunity such as medical benefits and facilities.		
The management of Mill and Estate fails to present evidence on recruitment selection, hiring and promotion process that could prove that there is no discrimination during the process of recruitment being conducted.		
<b>6.8.3</b>	<b>Status: Status: Non Compliance 2015.06 Minor still Open</b>	
<b>6.9</b> <b>Policy to prevent sexual harassment and all other forms of violence against women and to protect their reproductive rights is developed and applied.</b>		
There is an available Procedure of Gender Committee, Number : ML-1A/L2-PR10 (0), March 2012. In the procedure highlighted about sexual harassment and they way to handle the issues. Also, the management emphasized on the reproductive health. The procedure was signed by Mohammed Emir Mavani Abdullah, President & CEO FGV, dated 01.06.2014. Moreover, based on the interviews conducted, the staff have highlighted that they are aware on their rights and also they have a clear knowledge on sexual harassment and reproductive health policy.		
	<b>Status: Comply</b>	
<b>6.10</b> <b>Growers and mills deal fairly and transparently with smallholders and other local businesses.</b>		
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 in an evidence of FFB pricing by MPOB dated on 1 April 2015 until 20 April 2015.		
The company has been showed of Work Agreement between Felda Palm Industries Sdn.Bhd with the local contractor. For example: FFB Sale Contract of Aring A POM with Padang Mutiara Sdn, Bhd 165 Gua Musang Kelantan Darul Naim (Number 4000/889/8591) dated 12 November 2013. The document was described of FFB price standard based on engngaged among parties refer to MPOB price list (monthly price). The standard of FFB price was put on Palm Oil Mill board announcement and it can access by all outsider supplier. There in an evidence of FFB pricing by MPOB dated on 1 April 2015 until 20 April 2015.		
The company has been showed of Work Agreement between Felda Palm Industries Sdn.Bhd with the local contractor. For example: Work Agreement between Felda Palm Industries Sdn.Bhd with Padang Mutiara Sdn, Bhd 165 Gua Musang Kelantan Darul Naim (No. 4000/889/8591, dated 12 November 2013).		
There is sample of payment record :		
<ul style="list-style-type: none"> <li>• Proof of payment of FFB on March, issued by Aring A POM to Padang Mutiara Sdn, Bhd, dated on 6 April 2015, payment via Maybank, Gua Musang- Kelantan.</li> <li>• Payment receive for FFB transportation by FGV Aring 2 to Che Masnah Bte Ibrahim , dated on April 2015.</li> </ul>		

<ul style="list-style-type: none"> <li>• Payment receive for FFB transportation by FGV Aring 3 to Che Masnah Bte Ibrahim , dated on February 2015.</li> </ul>	
<b>Status: Comply</b>	
<b>6.11</b> <b>Growers and millers contribute to local sustainable development wherever appropriate.</b>	
<p>There is contributions given by the management to the community lived around the FELDA Aring A. For instance, festive season contribution, schooling facilities, scholarship and medical assistance. Other than the management, JKKR also plays the same role in contributing to the local development.</p> <p>Based on the documentation review, there is some contributions given by the management to the contributions of the local communities. For example, Aring 02 has provided school bus facilities for the students around the area. There are also, mosque and badminton area for the community to use. They also have collected fund for the flood victims.</p>	
<b>Status: Comply</b>	
<b>6.12</b> <b>No forms of forced or trafficked labour are used.</b>	
<p>Based on the interviews with the workers there is no forms of human trafficking. Based on the management record, worker were hired with a proper contract agreement from both parties through <i>Unit Tenaga Kerja</i>, FGV. Also, there is no contract substitution and there is no changes on the working contract agreement. Based on documents verification and interviews with FELDA/FGVP do not have any temporary labour/ workers. They only have contract foreign worker with a proper labour policy.</p> <p>Based on document verification and management clarification was knows if there is no foreign worker at Mill.</p> <p>In the estate, based on field visit and interview of Bangladesh worker that shows if they understood their contract.</p>	
<b>Status: Comply</b>	
<b>6.13</b> <b>Where temporary or foreign workers are employed, a special labour policy and procedures shall be established and implemented</b>	
<p>Felda has have Policy of Human Right, (Company No.974143-H) Plantation Sustainability And Quality Management, approved by Mohamed Emir Navami, the CEO &amp; President of FGV, dated 01 June 2015. The policy seen effectively documented and communicated to all levels of the workers. During line site visit and by interviewed with a few migrant workers indicated is there is no abuse of human right.</p>	
<b>Status: Comply</b>	
<b>PRINCIPLE #7 Responsible development of new plantings</b>	
<b>7.1</b> <b>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.</b>	
<p>According to document verification and interview with management, there is no new plantation development in FELDA Aring Complex. Area of Aring complex was developed on 1987 and currently they have come into second cycle of palnting. As seen in the planting year data, the latest planting in Aring complex was 2015 (the second cycle).</p>	
<b>Status: Not applicable</b>	
<b>7.2</b> <b>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.</b>	
<p>According to document verification and interview with management, there is no new plantation development in FELDA Aring Complex. Area of Aring complex was developed on 1987 and currently they have come into second cycle of palnting. As seen in the planting year data, the latest planting in Aring complex was 2015 (the second cycle).</p>	
<b>Status: Not applicable</b>	
<b>7.3</b> <b>New plantings since November 2005, have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.</b>	

**The Felda Aring A did not conduct new development after November 2005**

The company was carry out replanting program 2005. Table below is data of replanting area:

Planting Year	Felda Aring 1	FGVPM Aring 2	FGVPM Aring 3	FGVPM Aring 4	FGVPM Aring 5	FGVPM Aring 6	FGVPM Aring 8	FGVPM Aring 10	TOTAL
2005	0	282.35	0	0	0	0	0	0	282.35
2006	0	371.09	499.21	0	0	0	0	0	870.3
2007	0	298.86	0	0	0	0	0	0	298.86
2008	0	122.85	0	0	0	159.88	229.24	0	511.97
2009	0	25.4	0	0	0	180.29	143.39	0	349.08
2010	832.46	510.08	96.37	0	0	220.76	0	0	1659.67
2011	0	470.2	277.33	263.77	0	0	186.12	0	1197.42
2012	0	209.63	293.73	385.83	0	374.19	254.22	0	1517.6
2013	0	0	233	374.02	180.02	230.79	265.81	0	1283.64
2014	0	0	0	0	532.99	275.71	496.03	0	1304.73
2015	0	0	0	604.46	0	180.29	0	0	784.75
<b>Total</b>	832.46	2290.46	1399.6	1628.08	713.01	1621.91	1574.81	0	10060.37

**Status: Comply**

**7.4**

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

According to document verification and interview with management, there is no new plantation development in FELDA Aring Complex. Area of Aring complex was developed on 1987 and currently they have come into second cycle of palnting. As seen in the planting year data, the latest planting in Aring complex was 2015 (the second cycle).

Nevertheless, no new plantings on steep terrain, and/or on marginal and fragile soils..

**Status: Not applicable**

**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.**

According to document verification and interview with management, there is no new plantation development in FELDA Aring Complex. Area of Aring complex was developed on 1987 and currently they have come into second cycle of palnting. As seen in the planting year data, the latest planting in Aring complex was 2015 (the second cycle).

Stakeholder consultation shows that that there is no land tenure issue at Aring Complex.

**Status: Not applicable**

**7.6**

**Local people are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.**

According to document verification and interview with management, there is no new plantation development in FELDA Aring Complex. Area of Aring complex was developed on 1987 and currently they have come into second cycle of palnting. As seen in the planting year data, the latest planting in Aring complex was 2015 (the second cycle).

Stakeholder consultation shows that that there is no land tenure issue at Aring Complex.

**Status: Not applicable**

**7.7**

**Use of fire in the preparation of new plantings is avoided other than in specific situations, as identified in the ASEAN**



<b>guidelines or other regional best practice.</b>		
According to document verification and interview with management, there is no new plantation development in FELDA Aring Complex. Area of Aring complex was developed on 1987 and currently they have come into second cycle of planting. As seen in the planting year data, the latest planting in Aring complex was 2015 (the second cycle).		
	<b>Status: Not applicable</b>	
<b>7.8</b>		
<b>New plantation developments are designed to minimize net greenhouse gas emissions.</b>		
According to document verification and interview with management, there is no new plantation development in FELDA Aring Complex. Area of Aring complex was developed on 1987 and currently they have come into second cycle of planting. As seen in the planting year data, the latest planting in Aring complex was 2015 (the second cycle).		
	<b>Status: Not applicable</b>	
<b>PRINCIPLE #8 Commitment to continuous improvement in key areas of activity</b>		
<b>8.1</b>		
<b>Growers and millers regularly monitor and review their activities and develop and implement action plans that allow demonstrable continuous improvement in key operations.</b>		
There is available continual improvement plan at FeldaAring A Mill, Form FPI/L4/QOHSE-3.4 Pind 0 report of programme Quality, Environment, Health and safety		
Reducing of use paraquat, 2015 20 litre, 2016 30 litre, add for plantation benefit such as Turnera, cassia, antigon 2015 5 ha, 2016 15 ha., Jelapang bird nest addition, 2015 10 unit and 11 unit 2016.		
Reduce of use hazardous waste container 2015 100 unit, 201 150 unit, 200 unit in 2017, sold of metal waste, sold of paper waste.		
Environment: recycle paper 2015 for 10 kg, 2016 for 20 kg, 2017 for 30 kg.		
Container poison waste reducing 40 unit in 2015, 60 unit in 2016 80 unit in 2017.		
Metal waste 200 unit bag 2015, 400 in 2016, 2007 in 600		
Consider to provide monitoring record for reducing waste other than container (opportunity for improvement)		
The company has conducted of Social Impact Assessment to monitoring of positive and negative impacts of Mill and Plantation Operation to community surround.		
	<b>Status: Comply</b>	

**3.2. Summary of Assessment Report of Supply Chain Requirement**

Clause	MODULE E – CPO MILLS: MASS BALANCE								
<b>1</b>	<b>Definition</b>								
<b>1.1</b> 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.									
<b>ST-2</b>	Certification scope of ARING A POM is FELDA ARING 1; FGVP ARING 2; FGVP ARING 3; FGVP ARING 4; FGVP ARING 5; FGVP ARING 6; FGVP ARING 8; FGVP ARING 10. These supply bases will be claimed as Certified sources (if ARING A POM have certified). Based on Receiving Data April 20 2015, ARING A POM also received of FFB from the other sources, which is as Non-Certified sources. Table of FFB receive on Aring A POM from April 2014 until March 2015: <table border="1"> <thead> <tr> <th>FFB</th><th>Number (Ton)</th></tr> </thead> <tbody> <tr> <td>Felda</td><td>100.466.42</td></tr> <tr> <td>Outside</td><td>95.343.14</td></tr> <tr> <td><b>Total</b></td><td><b>195.809.56</b></td></tr> </tbody> </table>	FFB	Number (Ton)	Felda	100.466.42	Outside	95.343.14	<b>Total</b>	<b>195.809.56</b>
FFB	Number (Ton)								
Felda	100.466.42								
Outside	95.343.14								
<b>Total</b>	<b>195.809.56</b>								
	<b>Status: Compliance</b>								
<b>2</b>	<b>Explanation</b>								
<b>2.1</b> 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.									
<b>ST-2</b>	Aring A POM has not been certified, it will verify during Surveillance audit.								
	<b>Status: Compliance</b>								
<b>2.2</b> 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).									
<b>ST-2</b>	The actual implementation registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization can not be verified in initial stage and will be subject to verification on surveillance audit.								
	<b>Status: Compliance</b>								
<b>3</b>	<b>Documented procedures</b>								
<b>3.1</b> The site shall have written procedures and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following:									

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

<b>ST-2</b>	<p>Mill management unit have Standard Operating Procedure For Mill RSPO Supply Chain Certification System (No. Doc: FGVPM-RSPO SCCS, Version 1.0 dated 1 December 2012). FPISB Kilang Sawit SOP Perkilangan untuk pematuhan Sistem Persijilan RSPO SCCS. The document contains of:</p> <ol style="list-style-type: none"> <li>1. Management Functions &amp; Job Descriptions: Mill Manager, Assistant Mill Manager, Weighbridge Clerk, Laboratory Analyzer, Traceability.</li> <li>2. Mass Balance, Supply Chain Verification, Claim: MB Reporting of Certified CPO/PK.</li> <li>3. Supply Chain Verification – FFB Delivery Plantation to Mill.</li> <li>4. Supply Chain Verification – CPO/PK Delivery Mill to Customer.</li> <li>5. Claim</li> <li>6. Record Keeping.</li> </ol> <p>Training.</p>
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**Status: Compliance**

### 3.2

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

<b>ST-2</b>	<p>Mill management unit have Standard Operating Procedure For Mill RSPO Supply Chain Certification System (No. Doc: FGVPM-RSPO SCCS, Version 1.0 dated 1 December 2012). Under MB Reporting of Certified CPO/PK, the procedure stated:</p> <p><u>Weighbridge Clerk</u></p> <p>Receiving Material must be contain information of:</p> <ul style="list-style-type: none"> <li>• Delivery Notes should be informed name of supply base under scope RSPO certification, stamp of RSPO Mass Balance must be available on document.</li> <li>• Entering of information on Delivery Notes to the FELDA computerized systems.</li> <li>• Ensuring of all information on FFB Delivery must be categorized Certified and Non-Certified</li> </ul> <p>All data records of FFB received should be reported through Reporting Spreadsheet by FELDA reporting systems.</p>
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**Status: Compliance**

## 4

### Purchasing and goods in

### 4.1

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

<b>ST-2</b>	<p>Certification scope of ARING A POM is FELDA ARING 1; FGVP ARING 2; FGVP ARING 3; FGVP ARING 4; FGVP ARING 5; FGVP ARING 6; FGVP ARING 8; FGVP ARING 10. These supply bases will be claimed as Certified sources (if ARING A POM have certified). Based on Receiving Data April 20 2015, ARING A POM also received of FFB from the other sources, which is as Non-Certified sources. Sample document for FFB Delivery Note (goods in) are:</p> <p><u>FFB from Own Estate:</u></p> <ol style="list-style-type: none"> <li>1. Gate Pass No: 01134615 (Penerimaan BTS FELDA/FPSB/FTP/FASSB) No. Kendaraan: WYT4662 K.P. Pemandu: 810619036109 Nama Pemandu: AZLIZAN AB RAHMAN Syarikat: FGVPM ARING 2 Tarikh Masuk: 20/04/2015</li> </ol>
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Masa Masuk: 14:42:57  
 Nota Hantaran/Arahan Angkut: 2720919  
 Nota Hantaran/Arahan Angkut: 10698  
 Buah Muda: - tandan; Busuk: - tandan; Kosong: - tandan; Mengkal: 3 tandan; Kotor: 8

2. Weighbridge Slip

Penjual: 5320-004  
 Nama Penjual: Ladang Aring 2  
 Nota Hantaran: 2720919  
 No. Lori: WYT4662  
 Gross: 06.16 MT; Tare: 03.63 MT; Reject: 00.00 MT; Nett: 02.53 MT

FFB from Outgrowers

1. Gate Pass No: 02065236 (Penerimaan BTS Luar)

No. Kendaraan: DAP2614  
 K.P. Pemandu: 860107295807  
 Nama Pemandu: Zaidi Mat Zain  
 Syarikat: KUKUH CEMERLANG  
 Tarikh Masuk: 20/04/2015  
 Masa Masuk: 14:40:59  
 Nota Hantaran/Arahan Angkut: 10698  
 Buah Muda: - tandan; Busuk: - tandan; Kosong: - tandan; Mengkal: 22 tandan; Kotor: 5

2. Weighbridge Slip

No Pass: 02065236  
 No Akuan Terima: A00008553  
 Penjual: 8569 SKB: 640843  
 Nama Penjual: KUKUH CEMERLANG  
 No Lesen MPOB: 508223702000  
 Nota Hantaran: 10698  
 No. Lori: DAP2614  
 Purata Berat (BJR): 15 kg/tandan; Sampel : 3  
 KPG: 20.05  
 Harga/Tan: 445.11  
 Jumlah Nilai: 3053.45  
 Gross: 10.21 MT; Tare: 03.35 MT; Reject: 00.00 MT; Nett: 06.86 MT

Table of FFB receive on Aring A POM from April 2014 until March 2015:

FFB	Number (Ton)
Felda	100.466.42
Outside	95.343.14
<b>Total</b>	<b>195.809.56</b>

**Status: Compliance**



**4.2**

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

<b>ST-1</b>	Based on Standard Operating Procedure For Mill RSPO Supply Chain Certification System (No. Doc: FGVPM-RSPO SCCS, Version 1.0 dated 1 December 2012) that explain if the POM Management will inform to Certification Body if the actual production is exceeding than certificate claim (exceeding production) and the excuses of the production exceeds causes) <b>Aring A POM has not been certified, it will verify during Surveillance audit.</b>
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**Status: Compliance**

**5 Record keeping**
**5.1**

- a) 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.
- b) 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.
- c) 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.)

For further details refer to Module C.

<b>ST-2</b>	All data records are kept in FELDA Computerizing System. ARING A POM have not certified, all these supply chain requirements will be implement after ARING A POM getting Certificate. However, ARING A POM has Standard Operating Procedure For Mill RSPO Supply Chain Certification System (No. Doc: FGVPM-RSPO SCCS, Version 1.0 dated 1 December 2012), whereas its requirements has been clearly mention in this document.
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**Status: Compliance**

**5.2**

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

<b>ST-2</b>	There is no cooperation with independent palm kernel crush.
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**Status: Not Applicable**

**3.3. Conformity Checklist of Certificate and Logo Use**

<b>1.</b>	<b>Evidence of permission or approval certificate and logo from Certification Body which submitted by Client</b>	<b>X or √</b>
ST-2	Aring A POM has not been certified, it will verify during Surveillance audit.	√
	Status: NA	
<b>2.</b>	<b>Implementation of certificate and logo used by Client comply with size and type (shape) against Guideline of Logo Use</b>	<b>X or √</b>
ST-2	Aring A POM has not been certified, it will verify during Surveillance audit.	√
	Status: NA	
<b>3.</b>	<b>Implementation of Certificate and Logo is not used on product</b>	<b>X or √</b>
ST-2	Aring A POM has not been certified, it will verify during Surveillance audit.	√
	Status: NA	
<b>4.</b>	<b>Controlling of Certificate and Logo, including withdrawing inappropriate logo.</b>	<b>X or √</b>
ST-2	Aring A POM has not been certified, it will verify during Surveillance audit.	√
	Status: NA	

**3.4. Summary of RSPO Partial Certification.**

<b>Management units was observed:</b>		
<ol style="list-style-type: none"> <li>1. Serting</li> <li>2. Kemahang</li> <li>3. Kerteh</li> <li>4. Tersang</li> <li>5. Selendang</li> </ol>		
<b>2.1</b>	<b>There is compliance with all applicable local, national and ratified international laws and regulations.</b>	
	<p>Felda has and follows the "GSA" Group Settlement Act, where all land under FELDA will abide by local and national land laws. ie. Compliance with legal documents such as the "Land Rules Applicable to the States in Malaysia" and relevant acts.</p> <p>A procedure sighted for "Register of legal and other requirements" [FPI/L2/QOHSE-2.0] which effectively covers 3 aspects which [Identification / Implementation and Compliance / Review]. Estate has a "Legal Compliance Checklist" matrix updated in 2014 that contain the entire license and permit for easy tracking and monitoring of the validity. Document review done for pay slip that proven, workers are paid according to the government regulation.</p> <p>A Legal Register covering the applicable local and international laws and regulations is available at the mill and estates. The identified legislations were regarding to safety and health, environmental management, pollution management, chemical handling, usage &amp; storage, schedule waste management.</p> <p>Based on the site assessment at five Units Management (<b>Serting, Kemahang, Kerteh, Tersang and Selendang</b>), there were evidences of compliance with the relevant laws, regulations, local and International laws. There were no cases of any violation or actions imposed by relevant authorities. Information were updated regularly and mechanism for ensuring compliances was available. Tracking system for any changes were in place and properly documented.</p> <p>However, there was a lapse in ensuring compliance to legal requirements: For examples</p>	✓
	<b>Status: Compliance</b>	
<b>2.2</b>	<b>The right to use the land can be demonstrated, and is not legitimately contested by local communities with demonstrable rights.</b>	
	<p>Legal ownership of land and its land use is available for all operating units and demonstrated through the respective land titles. For the FELDA settlers program, land titled is covered under the "GSA" (Group Settlement Act).</p> <p>The land occupied by Felda is a leasehold which is outside of Orang Asli reserves/areas and forest reserves. Orang Asli, the only indigenous peoples in Peninsular Malaysia do not have rights to land tenureship as per Aborigines Peoples Act, 1954 (pertaining to Aboriginal Areas (Section 6) Reserves (Section 7).</p> <p><b>Serting</b></p> <p>Land ownership document clearly indicate that land could be used for palm plantation activities. No disputes, conflicts or customary rights as the land belong to state government that leased to FGVP for 99 years. Sighted a map detailing the boundary stones spot, main roads and estate roads. During field visit, the auditors found satisfactory condition of the boundary stones.</p> <p><b>Kemahang</b></p> <p>Legal boundaries were maintained. Sighted the record sheet "PerakuanMenandaBatuSempadan" effectively provides the census of boundary stones [1.5m] that painted with red and white. Aside that, 3 palm trees nearest to the boundary stone painted in red 2 m from ground level.</p> <p>Land ownership document clearly indicate that land be used for palm plantation activities. There wasn't any conflict on the condition of land use as per land title and no conflict on the condition of land use as per land title. No disputes, conflicts or a customary right since land acquired. However there are documented procedures available to manage the situation if needed, namely Land disputes &amp; customary rights - ML-1A/L2-PR 12, Negotiation process - ML-1A/L2-PR 1 and</p>	✓

	<p>Compensation calculation - ML-1A/L2-PR 13 Participatory mapping not applicable as there was no disputes, conflicts or a customary right. No evidence that oil palm operations have instigated violence in maintaining peace and order in their current and planned operations.</p> <p><b>Kerteh</b> Felda Kerteh POM and estates was able to demonstrate ownership of land titles of mill and estates within the PMU Grouping. The lands were leased by FELDA from the Trengganu State Government. The original copies of land lease documents are maintained by the Felda Corporate Head office in Kuala Lumpur. The legal use of the land was confirmed to be for oil palm mill and oil palm cultivation use for estates. Based on the field observations and interviews at the Kerteh PMU Grouping mill and estates, there was evidence in the form of available records to show that the land lease complies with legal requirements and does not infringe on any legal rights that require free, prior and informed consent.</p> <p>There were boundary stones/markers along the perimeter of Felda Kerteh POM, FGV Semaring 01, FAS Kerteh Estate and Felda Kerteh 03 Estate which were sampled in this initial audit. Locations of several boundary stones and/or pole markers were visited and verified to be within the boundary parameters of the estates.</p> <p><b>Tersang</b> The original copies are maintained by the Corporate Head office. The legal use of the land confirmed to be for cultivation of oil palm, rubber and agricultural use. Individual land title (for Peneroka) awarded and observed with sufficient evidence documents. Legal boundaries for Tersang Complex area have been well demarcated as seen in field observation at Tersang 4, Koyan 3 and Koyan 2. Boundary marker (<i>batu sempadan</i>) available according to map of boundary marker as well as physical demarcation using boundary drain.</p> <p>There are no reported cases of land disputes arising from the acquisition. There is a documented procedure ML-1A/L2-PR 12 (0) dated Mar 2012 for handling and response to legal issue and customary rights as well as for calculation and distribution of compensation.</p> <p><b>Selendang</b> Legal documents on land title well kept. Due to the land belongs to state government, therefore no land disputes, negotiations, compensation and legal actions corresponded to this management. During site visit, sighted the boundary marks and territory well managed.</p>	
	<b>Status: Compliance</b>	
<b>6.3</b>	<b>There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all parties.</b>	
	<p>There was a procedure for communication and consultation been established in Manual Lestari 1 A, 3.5 (Prosedur Menangani Aduan dan Rungutan, ML-1A/L2-PR04). This procedure explaining the flow to handling the complaint from the first step to discussion with nominated personnel until the top management of Felda in the headquarters</p> <p><b>Serting</b> As all the audited facilities are surrounded by other Felda complexes, therefore no disputes, complaints and grievances received and external stakeholders clearly understand the RSPO requirement on the mechanism to make complaints to Scheme Manager. System was found to be open for any affected parties by implementation of SIA form and stakeholders meeting by the management. During the planned stakeholder meetings, the management brief the process of lodging of any disputes, complaints and grievances.</p> <p><b>Kemahang</b> Based on the audit, there is a complaint been made at There is a complaint have been made at the Kemahang POM on 10/2/2015 regarding the odour issues and housing, at</p>	✓



	<p>FeldaKemahangSatucomplaint regarding plantation issues and FeldaKemahangEmpat complaint from the foreign workers regarding the workers camp issues. All issues has been resolved and documented. All complaints and grievances are received and recorded and action taken documented in the book.</p> <p><b><u>Kerteh</u></b> There is a mechanism and been documented for dealing with complaints and grievances. There is a complaint been made at Kerteh POM latest on 15/10/2014 and the action had been taken on 16/10/2014. At FGVP Semaring 01 Estate, latest complaint on 1/10/2014 been made by Mohd Anuar. No complaint had been made at FASSB Kerteh and Felda Kerteh 03 Estate.</p> <p><b><u>Tersang</u></b> The was a procedure for communication and consultation been established in Manual Lestari 1 A, 3.5 (Prosedur Menangani Aduan dan Rungutan ML-1A/L2-PR04. This procedure explaining the flow to handling the compliant from the first step to discussion with nominated personnel until the top management of Felda in the headquarters. Based on the audit, there is a complaint been made at There is a complaint have been made at the Tersang POM on 02/5/2015 Khairul Salleh regarding the facilities issues. An action have been taken by the management are recorded, at Felda Tersang 04 no compliant are been made until the audit, Felda Sg. Koyan 02 There is a latest complaint made by Kuntom bt Tahat (Block 11) regarding family issues on 8 March 2015 and Felda Sg. Koyan 03 There is a latest complaint made by Hj Alliuddin b Ujong (Block 4) regarding family issues on 10 March 2014. All issues has been resolved and documented. All complaints and grievances are received and recorded and action taken documented in the book.</p> <p><b><u>Selendang</u></b> Documented procedures for dealing with complaints and grievances is covered under SOP 3.4 Participation and Consultation Communication procedures / Prosedur Komunikasi Penglibatan dan Rundangan; No. Doc: ML-1A/L2-PR3 (0); Date of Issued: March 2012. Based on interview with management representative (estates and mill), there is no grievances and/or complaint raised from stakeholders.</p>	
	<b>Status: Compliance</b>	
<b>6.4</b>	<b>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.</b>	
	<p>FELDA has a Social Officer based in each regional office throughout the nation, where existing scheme/settlers can share their views and concerns. On a monthly basis, the reports from the Social Officers are shared and reviewed through the monthly Head of Department meetings. Quarterly there is a "Mesyuarat Jawatan Kuasa Minyak Sawit Mampan" known as the Sustainability Steering Committee Meeting, where both FELDA and FGVP Head of Departments review on-going matters. The PSQM department will monitor any issues and reviewed with the Head of Department. There is a procedure (Prosedur Mengenalpasti Hak Perundangan danA dat) to resolve the conflict between the settlers and management. Clearly stated the process flows of the way to resolving the issues (ML- 1A/L2- PR 12 (0).</p> <p><b><u>Serting</u></b> Based on audit, there is no negotiations concerning compensation for loss of legal or customary rights as per this assessment period.</p> <p><b><u>Kemahang</u></b> Based on audit, there was no issues occurred the compensation regarding the land ownership and customary right, in the procedure mentioned that the resolution will be processed with the affected parties regarding the issues raised and based the negotiation the compensation.</p> <p><b><u>Kerteh</u></b></p>	✓

	<p>There is a procedure (Prosedur Mengenalpasti Hak Perundangan dan Adat) to resolve the conflict between the settlers and management. Clearly stated the process flows of the way to resolving the issues (ML- 1A/L2- PR 12 (0) at Kerteh POM, FGVM Semaring 01 Estate, FASSB Kerteh and Felda Kerteh 03 Estate. Based on the audit, there was no record on issues.</p> <p><b><u>Tersang</u></b> There is a procedure (Prosedur Mengenalpasti Hak Perundangan dan Adat) to resolve the conflict between the settlers and management. Clearly stated the process flows of the way to resolving the issues (ML- 1A/L2- PR 12 (0). There was no issues occurred the compensation regarding the land ownership and customary right, in the procedure mentioned that the resolution will be processed with the affected parties regarding the issues raised and based the negotiation the compensation.</p> <p><b><u>Selendang</u></b> Documented procedure for identifying legal and customary rights is available in place (Manual Lestari 1A (Jenis Dok: 3.13 Prosedur Mengenalpasti Hak Perundangan dan Adat; No. Dok: ML- 1A/L2-PR12 (0); Date of Issued: March 2012). During interview with management representative and settlers/smallholders, customary land within Selendang complex is not available. The land of Selendang complex is owned by government and managed by FELDA Plantations, therefore no customary land and land claims were identified.</p>	
	<b>Status: Compliance</b>	
<b>7.3</b>	<b>New plantings since November 2005, have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.</b>	
	<p>In Malaysia, FELDA has land banks that were acquired since the 1950s and has steadily increased their land bank over the past 50 years. These land banks were initial cleared and prepared for crops such as rubber, timber, palm oil and cocoa. As the demand for palm oil increased in the 1990s and 2000s, most of these cleared areas have been converted to palm oil. Given that, all these areas were cleared and either prepared or planted with another crop over the past 50 years, the NPP procedure will not apply.</p> <p>For newly acquired land in Malaysia or any part of the world under FELDA, the NPP procedures will apply.</p> <p><b><u>Serting</u></b> No establishing new plantings operations in Serting complex. Replanting is commenced in a part of managed area i.e Raja Alias 1 (replanted in 2012). Social and environmental assessment is undertaken by internal (PSQM FELDA) prior to replanting.</p> <p><b><u>Kemahang</u></b> According to document verification and interview with management, there is no new plantation development in FELDA Kemahang Complex. All area of Kemahang complex were developed on 1970-s and currently they have come into second cycle of palnting. As seen in the planting year data, the latest planting in Kemahang complex was 2004 (the second cycle). Therefore, no new plantings that replaced primary since 2005 as well as HCV area</p> <p><b><u>Kerteh</u></b> Regarding statement area and field visit revealed that there are no new plantings.</p> <p><b><u>Tersang</u></b> No new planting found in Tersang Complex. By the time initial stage audit was held, Felda Tersang complex has come to second cycle of plantation both for FELDA's own land and Settler's land (Peneroka).</p> <p><b><u>Selendang</u></b> No establishing new plantings operations in Selendang complex. Replanting is commenced in a part of managed area. Social and environmental assessment is undertaken by internal (PSQM</p>	✓

	FELDA) prior to replanting. Identification and Management Plan of HCV and Biodiversity have been made by Plantation Sustainability and Quality Management (PSQM) FELDA on 7 September 2014. No HCV were identified within this area.	
	<b>Status: Compliance</b>	
<b>7.5</b>	<b>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.</b>	
	<p><b>Serting</b> No establishing new plantings operations in Serting complex. Replanting is commenced in a part of managed area i.e Raja Alias 1 (replanted in 2012). Social and environmental assessment is undertaken by internal (PSQM FELDA) prior to replanting.</p> <p><b>Kemahang</b> According to document verification and interview with management, there is no new plantation development in FELDA Kemahang Complex. All area of Kemahang complex were developed on 1970-s and currently they have come into second cycle of planting. As seen in the planting year data, the latest planting in Kemahang complex was 2004 (the second cycle). Therefore there was no land tenure issue at Kemahang Complex.</p> <p><b>Kerteh</b> Regarding statement area and field visit revealed that there are no new plantings.</p> <p><b>Tersang</b> No new planting found in Tersang Complex. By the time initial stage audit was held, Felda Tersang complex has come to second cycle of plantation both for FELDA's own land and Settler's land (Peneroka).</p> <p><b>Selendang</b> No establishing new plantings operations in Selendang complex. Replanting is commenced in a part of managed area. Social and environmental assessment is undertaken by internal (PSQM FELDA) prior to replanting. Identification and Management Plan of HCV and Biodiversity have been made by Plantation Sustainability and Quality Management (PSQM) FELDA on 7 September 2014. No HCV were identified within this area.</p>	✓
	<b>Status: Compliance</b>	
<b>7.6</b>	<b>Local people are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.</b>	
	<p>Any new land acquisition will be done by mean of a participatory process with local villages and land owners. No complaints received during this audit process.</p> <p><b>Serting</b> No establishing new plantings operations in Serting complex. Replanting is commenced in a part of managed area i.e Raja Alias 1 (replanted in 2012). Social and environmental assessment is undertaken by internal (PSQM FELDA) prior to replanting.</p> <p><b>Kemahang</b> According to document verification and interview with management, there is no new plantation development in FELDA Kemahang Complex. All area of Kemahang complex were developed on 1970-s and currently they have come into second cycle of planting. As seen in the planting year data, the latest planting in Kemahang complex was 2004 (the second cycle). Stakeholder consultation shows that that there was no land tenure issue at Kemahang Complex.</p> <p><b>Kerteh</b></p>	✓

	<p>Regarding statement area and field visit revealed that there are no new plantings.</p> <p><b><u>Tersang</u></b> No new planting found in Tersang Complex. By the time initial stage audit was held, Felda Tersang complex has come to second cycle of plantation both for FELDA's own land and Settler's land (Peneroka).</p> <p><b><u>Selendang</u></b> No establishing new plantings operations in Selendang complex. Replanting is commenced in a part of managed area. Social and environmental assessment is undertaken by internal (PSQM FELDA) prior to replanting. Identification and Management Plan of HCV and Biodiversity have been made by Plantation Sustainability and Quality Management (PSQM) FELDA on 7 September 2014. No HCV were identified within this area. Documented procedure for identifying legal and customary rights is available in place (Manual Lestari 1A (Jenis Dok: 3.13 Prosedur Mengenalpasti Hak Perundangan dan Adat; No. Dok: ML-1A/L2-PR12 (0); Date of Issued: March 2012). During interview with management representative and settlers/smallholders, customary land within Selendang complex is not available. The land of Selendang complex is owned by government and managed by FELDA Plantations, therefore no customary land and land claims were identified.</p>	
	<b>Status: Compliance</b>	

**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 ST2 Assessment**

CAR No	Ref Std	Finding	Area	Grade	Time Limits	Corrective Action	Observation	Status	Closing Date
2015.01	Major 1.1.2	<p><b>Records of requests for information and responses shall be maintained.</b></p> <p>The request and responses records and documentation has not been maintained. The POM and estates did received request from internal stakeholders such as schools around the area, but they do not have a proper documentation on what action has they took and when do they solved the request.</p>	Aring A POM & Aring 1, 2 & 3 Estate	Major	Prior certificate issued	The management unit shall record and maintain all the request and responses records and documentation consistently.	<p><b>Root cause:</b></p> <p>There is no officially staff for recorded and update of request and response.</p> <p><b>Corrective action:</b></p> <p>1) Issued of instruction to responsible staff to recording the request and response</p> <p>2) Up dating of request and response through recorded these documents.</p> <p><b>Preventive action:</b></p> <p>The manager will issue of instruction to officially staff for recorded all of request and response.</p> <p><b>Auditor Observation:</b>  <b>22 July 2015</b>  The management of Aring A POM and Estates has been sighted of evidence record of request and responses records to request (Rekod Permohonan &amp; Maklum Balas) in Aring A POM &amp; Aring Estates 1,2 &amp; 3. For example is record of request for aid school equipment (table) from non formal school for Islamic</p>	Closed	22 July 2015



CAR No	Ref Std	Finding	Area	Grade	Time Limits	Corrective Action	Observation	Status	Closing Date
							<p>Education on 20 March 2015. The Felda Aring has been response the request and was documented in log out book (Rekod Maklum Balas) on 26 March 2015.</p> <p><b>Auditor Conclusion:</b> Based on the evidence was sighted by Felda Aring complex, the non conformance is closed.</p>		
2015.02	Major 2.1.1	<p><b>Evidence of compliance with relevant legal requirements shall be available.</b></p> <p>Air emission records March 2015 Feb 2015 9 min-48 min emission, no water effluent at final discharge in March 2015. According AKTA Kualiti Alam Sekeliling 1974 (akta 127) /Environment act 1974, Part 4 black air emission section 16, no more than 15 min for 24 hours, no more 5 min per hour. Compliance for hour but not compliance for 24 hours. FPI/L4/QOHSE-22.1 pin 1 related the smoke density broken, boiler, the corrective active still under progress and the boiler no 2 recorded 39-72 minutes per 24 hours of date 1-20 April 2015, boiler no 2 air emission / smoke density is still broken.</p>	Aring A POM	Major	Prior certificate issued	The management unit shall compliance with relevant legal requirements.	<p><b>Root cause:</b> <i>Utilizing the wet palm oil shell as fuel for the boiler during audit session</i></p> <p><b>Corrective action:</b> 1) Prepare an action plan to ensure compliance with the Environment Quality Act in respect of black smoke emission. 2) Implement the action plan and monitor the reading results in black smoke emissions.</p> <p><b>Preventive action:</b> <i>Prepare and comply with the plan of action to avoid further release of black smoke and do not violate environmental quality act 1974 (Act 127)</i></p>	Closed With Observation	22 July 2015

CAR No	Ref Std	Finding	Area	Grade	Time Limits	Corrective Action	Observation	Status	Closing Date
							<p><b>Auditor Observation:</b>  <b>22 July 2015</b>            The Aring A POM has been sighted an evidences:</p> <ul style="list-style-type: none"> <li>• Action Plan according to compliance with smoke density for Aring A POM (Period Jan. till Dec. 2015).</li> <li>• Monitoring Record for Boiler 1 Aring A POM (Period May 2015), issued by MESRA ALAM SEKITAR, Sdn Bhd.</li> <li>• Monitoring Record for Boiler 2 Aring A POM (Period May 2015), issued by MESRA ALAM SEKITAR, Sdn Bhd.</li> </ul> <p><b>Auditor Conclusion:</b>            Based on the evidence was sighted by Felda Aring A POM, the non conformance is closed with observation for next audit.</p>		
2015.03	Major 4.4.2	<b>Protection of water courses and wetlands</b> Water treatment plant for resident is located at Block 24. Water is extracted from Sungai Lebir tributary (Anak Sungai Lebir). River reserve was physically not demarcated and prohibited sign for agro-chemical input was not erected on site.	Aring 3	Major	Prior certificate issued	The water treatment plant and river reserve shall physically demarcation and prohibited sign for agro-chemical input shall erected on site.	<p><b>Root cause:</b>  <i>Poor monitoring and care of the management.</i></p> <p><b>Corrective action:</b>            1) <i>Make a fence in the area of "water intake" and install signs trespassing ban and a ban on using any type of chemical.</i>            2) <i>Creating a buffer zone area of the river marking clearly.</i></p>	Closed	22 July 2015

CAR No	Ref Std	Finding	Area	Grade	Time Limits	Corrective Action	Observation	Status	Closing Date
							<p><b>Preventive action:</b> Management and internal audit unit will review the RSPO to ensure that the water intake and around the plant in a safe condition.</p> <p><b>Auditor Observation:</b> <b>22 July 2015</b> The management unit of Aring 3 has been sighted an evidences:</p> <ul style="list-style-type: none"> <li>• Sign board of Buffer Zone for Sungai Lebir tributary (Anak Sungai Lebir).</li> <li>• Sign Board for prohibition for agro-chemical input (spray and fertilize) surround of Buffer Zone for Sungai Lebir tributary (Anak Sungai Lebir).</li> <li>• Attention for use PPE when visit to surround of Buffer Zone for Sungai Lebir tributary (Anak Sungai Lebir) and the Water treatment plant for resident is located at Block 24.</li> </ul> <p><b>Auditor Conclusion:</b> Based on the evidence was sighted by Felda Aring 3, the non conformance is closed.</p>		
2015.04	Major 5.3.2	All chemicals and their containers shall be disposed of responsibly.	Aring 1	Major	Prior certificate issued	The management unit shall responsibly dispose all chemicals container.	<p><b>Root cause:</b> <i>Poor monitoring and care of the management.</i></p>	Closed with Observation.	24 July 2015

CAR No	Ref Std	Finding	Area	Grade	Time Limits	Corrective Action	Observation	Status	Closing Date
		Based on field visit at Aring 1 Block 6, found several chemicals container at the ground and plastic waste close to the drainage.					<p><b>Corrective action:</b></p> <p>1) Hold information sessions for workers, settlers and employees about the types of scheduled waste and dispose method.</p> <p>2) Give instructions to all the settlers to be sent to the office of empty pesticide container for rinsing 3 times to wholesalers and disposed of properly identified.</p> <p>3) Identify contractors who have a permit to dispose of waste from scheduled.</p> <p><b>Preventive action:</b></p> <p>Management and internal audit unit will review the RSPO to ensure this does not happen.</p> <p><b>Auditor Observation:</b></p> <p><b><u>22 July 2015</u></b></p> <p>The management unit of Aring 1 has been sighted an evidence of picture of socialization for chemicals containers but insufficiency evidences in relation to chemicals container handling on the drainage and next activities for properly dispose.</p> <p><b><u>24 July 2015</u></b></p> <p>The management unit of Aring 1 has</p>		

CAR No	Ref Std	Finding	Area	Grade	Time Limits	Corrective Action	Observation	Status	Closing Date
							<p>been sighted an evidence:</p> <ul style="list-style-type: none"> <li>• Instruction Letter (dated 15 May 2015) from Manager of Felda Aring 1 to all of Smallholder Peasants (Peneroka) in Aring 1 for dispose all chemical container to Felda Aring 1 office.</li> <li>• Picture of chemical container from the Smallholder Peasants was stored in Felda Aring 1 office.</li> <li>• Minutes meeting of socialization / instruction to all Smallholder Peasants (Peneroka) in Aring 1 in accordance of dispose all chemical container to Felda Aring 1 office, dated 7 May 2015.</li> <li>• Attendant List of socialization / instruction to all Smallholder Peasants (Peneroka) in Aring 1 in accordance of dispose all chemical container to Felda Aring 1 office, dated 7 May 2015.</li> </ul> <p><b>Auditor Conclusion:</b> Based on the evidence was sighted by Felda Aring 1, the non conformance is <b>Closed with Observation.</b></p>		



CAR No	Ref Std	Finding	Area	Grade	Time Limits	Corrective Action	Observation	Status	Closing Date
2015.05	Minor 5.6.3	A monitoring for significant pollutants and emissions from estate and mill operations, using appropriate tools. Related to greenhouse gas (GHG) is not using appropriate tools.	Aring A POM & Aring 1, 2 & 3 Estate	Minor	Surveillance 1	The monitoring for significant pollutants and emissions from estate and mill operations, shall using appropriate tools.	<p><b>Root cause:</b> (filled by client) New GHG calculation form provided and not yet distributed to the farm during the audit.</p> <p><b>Corrective action:</b> (filled by client) 1) Identify activities that could potentially release GHG. 2) Calculating GHG using a special form to be provided by the PSQM</p> <p><b>Preventive action:</b> (filled by client) All farms were supplied with GHG calculation form and the SPO will review the GHG data.</p> <p><b>Auditor Observation:</b> <u>22 July 2015</u> Not yet available an evidence in relation to monitoring for significant pollutants and emissions (GHG) from estate and mill operations, using appropriate tools</p> <p><b>Auditor Conclusion:</b> <b>Open</b></p>	Open	
2015.06	Minor 6.8.3	Recruitment selection, hiring and promotion where relevant are based on skills, capabilities, qualities, and medical fitness necessary for the jobs available.	Head Office	Minor	Surveillance 1	The management unit of Mill and Estate shall presented any evidence on recruitment selection and hiring process and promotion.	<p><b>Root cause:</b> Caused the farms and factories is not clear to documents requested during the audit. All the documents requested are available in KPI and JD officer.</p>	Open	

CAR No	Ref Std	Finding	Area	Grade	Time Limits	Corrective Action	Observation	Status	Closing Date
		The management of Mill and Estate has not presented any evidence on recruitment selection and hiring process and promotion.					<p><b>Corrective action:</b> Keep a copy of the official document of reference field staff and employees as well as KPI staff.</p> <p><b>Preventive action:</b> Copies of the documents will be included in the file according to RSPO indicators.</p> <p><b>Auditor Observation:</b> <b>22 July 2015</b> Not yet available an evidence in relation to recruitment selection and hiring process and promotion.</p> <p><b>Auditor Conclusion:</b> <b>Open</b></p>		

### 3.5.3 Opportunity for Improvement

No	Ref.Std	Description
1	<b>Minor 4.4.1</b>	Tube well water quality sampling is recommended to follow Ministry of Health (Malaysia) standard ( <b>Aring A POM</b> ).
2	<b>Minor 4.6.10</b>	Scheduled waste storage should be label comprehensive ( <i>all containers</i> ) according to DOE Malaysia specification ( <b>Aring A POM</b> ).
3	<b>Major 4.7.3</b>	<ul style="list-style-type: none"> <li>Consider to all workers who carried out spraying activities for use safety equipment such as helm, masker &amp; glove.</li> <li>Consider to be more clear communicate to workers related to wash safety equipment at the safety washing area.</li> </ul>
4	<b>Minor 4.7.5</b>	Consider to provide of eye wash container at each chemical store.
5	<b>Minor 5.4.1</b>	Consider to decide the target of fossil fuel use.
6	<b>Major 6.1.3</b>	Consider to follow up consistently the plans for avoidance or mitigation of negative impacts and promotion of the positive ones based on result of Social Impact Assessment.
7	<b>Major 8.1.1</b>	Consider to provide monitoring record for reducing waste other than container.

### 3.5.4 Noteworthy Positive Components

No	Ref.Std	Description
1.		The Company has commitment to implement the principle of sustainable palm oil management.
2.		The FGVP Aring A has a good RSPO Teamwork
3		The FGVP Aring A was improve the facility for chemical store to meet the current standard
		Recycling program has been practices at Mill and all estate

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

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
<b><u>Zufri Adnan Settlers Leader</u></b>  If FELDA do not get the RSPO Certificate, will their oil be valid in the market?	The palm oil without RSPO certified still can be sold for now. But the requirements for certified RSPO is to meet future market and fulfill the will users outside the country.	The RSPO Certification Scheme is voluntary system related to sustainable management. It is aim to improve of environment aspects and human prosperity.
<b><u>Che Omar Che Mat - Wholesalers</u></b> <ul style="list-style-type: none"> <li>FELDA has done the best for the community and the environment and they use the best fertilizer for the palm.</li> <li>Management is in the best from and the estates is well organised.</li> <li>Good Welfare</li> <li>The management will take the necessary measures to help the victims of natural disasters such as floods or fires. The victims will receive continued assistance from FELDA</li> <li>FELDA Have a good grade system at all levels.</li> </ul>	Felda management has been sent the application to Negeri Kelantan Land Office to get the Settlers Individual Grants. But the process at the Negeri Kelantan Land Office take a long time. The felda management also in process of appeal to reduce the land premium will be charged by the state government because it is too high and burden all the settlers	Based on document review and field observation was sighted if there is no significant complaint in related to plantation and mill operated by Felda Aring. The Felda Aring has been developa few facilities for example school and another public facilities.
<b><u>Asmawati Deraman</u></b>  FELDA will help the development of the individual and also their daily life. When they first come to FELDA, the management has taught them a lot. In terms of how to manage the households.	The Felda Management will be continue to assist the settlers communities in line with the Felda objective.	Based on document review and field observation was sighted if the Felda Aring has build the facilities for the community to used. They also have collected fund for the flood victims.
<b><u>Zainiduliana–Chairman of Kelab Kebudayaan Dayabudi</u></b>  If the school has tuition, it is free for all the students in the school and FELDA will bear the cost of the tuition fees. Moreover, FELDA will also contribute to the PIBG.	The Felda Management will continue to provide assistance and facilities as well as always concerned about the education development for children of the settlers.	Based on document review and field observation was sighted if the Felda Aring has been implemented a few programme, For example, Felda Aring has provided school bus facilities for the students around the area.

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
<b><u>Mohd Sabri Saleh</u></b>  The management should consider doing expansion on the water tank.	The proposal will be discussed by management for considered.	The management of Felda Aring could response the community based on basic need assessment of community surround.
<b><u>Nik Aziz</u></b>  He has requested FELDA to improve the securities around the settlers houses by doing regular monitoring by the police.	Felda has their own Auxiliary Police who are authorized to control security in Felda areas.	The management of Felda Aring could improve the securities around the settlers houses by cooperation program with the community surround.



4.0	CERTIFIED ORGANISATION'S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY
4.1	<p><b>Formal Sign-off of Assessment Findings</b></p> <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-between; align-items: flex-end;"> <div style="text-align: center;"> <p>Felda Aring</p> <p>Management Representative</p>  <p><b>NORAZAM ABDUL HAMEED</b> Head, PSQM Department (Plantation Sustainability &amp; Quality Management) Felda Global Ventures Plantations Malaysia Sdn Bhd</p> <p>03 August 2015</p> </div> <div style="text-align: center;"> <p>Mutuagung Lestari Lead Auditor</p>  <p><u><b>Oktovianus Rusmin</b></u> 03 August 2015</p> </div> </div>

**Appendix1. 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	Pejabat Daerah Gua Musang	Majlis Daerah Gua Musang 18300 Kelantan	09-9602120	Call			✓
2	Jabatan Pelajaran Kelantan	Bandar Baru Tunjong 16010 Kota Bharu Kelantan	JPNKelantan.gov.my	Email			✓
3	Jabatan Imigresen Gua Musang	Pejabat Imigresen Gua Musang 18300 Gua Musang Kelantan		Email			✓
4	Klinik Mahmood	Gua Musang 18300 Kelantan	01998990779	Call		✓	
5	Bumi Tropika Enterprise (dealer)	No. 132 RPT Kesedar, Sg Terah, Jalan BAu 2 18300 Gua Musang	0199694328	Call		✓	
6	Yusoff bin Mamat (Contractor)	Kg Berangan Mek Nab 18500 Machang	0139233788	Call		✓	
7	Hayei Jaya Enterprise (Pest Control)	No. 41 Bangunan Stadium 15200 Kota Bharu	0199922629	Call		✓	
8	Impian Nusa Enterprise (Pemborong)	Lot 55 belakang Kompleks Mardi Telong 16310 Bachok Kelantan	0199922629	Call		✓	
9	En. Najib(Maybank Gua Musang )	Gua Musang 18300 Kelantan	099121241	Call			✓
10	Balai Polis Paloh	Paloh, Gua Musang 18300 Kelantan	099285090	Call		✓	
11	Pejabat Buruh Kuala Krai	Kuala Krai kelantan	099666381	Call		✓	
12	Balai Bomba Gua Musang	18300 Gua Musang Kelantan	099121444	Call		✓	
13	Dmart (Aring 01)	Felda Aring 1 Gua Musang Kelantan	099286675	Focus Group Discussion		✓	
14	Klinik Aring 01	Felda Aring 01 18300 Gua Musang Kelantan	099286333	Focus Group Discussion		✓	
15	JKKR Chiku 01	Felda Chiku 03 18300 Gua Musang Kelantan	0996661345	Focus Group Discussion		✓	

**Appendix 2. Assessment Program**

DATE		19 – 24 April 2019	
PLANNED TIME	ACTUAL DURATION	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
<b>SUNDAY, 19<sup>th</sup> April 2015</b>			
08.40 – 11.50 12.30 – 17.30		Travelling from Jakarta to Kuala Lumpur Travelling from Kuala Lumpur to Lodging / Hotel at Gua Musang Town	<b>ORN, TON</b> <b>ALL Auditors</b>
<b>MONDAY, 6<sup>th</sup> April 2015</b>			
08.00 - 09.30		<b>Opening Meeting</b> <ul style="list-style-type: none"> <li>• Auditee Speech (Introduction of PIC, Profile of mill and Estates Management Unit)</li> <li>• Auditor Team Speech (Introduction, Audit Objective, Audit Scope, Audit Plan Discussion, Determine of Audit Sample, Transparency and Confidentiality Clarification)</li> </ul>	<b>FELDA Representative</b>
10.00 – 13.00		<b>Field Visit to FELDA Aring 1:</b> <ul style="list-style-type: none"> <li>• Agronomy (Harvesting &amp; Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application, Land Application of POME)</li> <li>• Environmental, Occupational Health &amp; Safety Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management)</li> <li>• Worker's Facilities Aspect (Housing, Daycare, Sports Facilities, Employees Meeting Hall, Sanitary Facilities)</li> <li>• Legal Demarcation Aspect (Inspection of Legal Boundary Stones, Community Buffer Area/Enclave)</li> <li>• Conservation Aspect (Inspection of HCV Identified Area, Riparian/Waterways Zone, Reservoir, Forest Area)</li> </ul>	<b>ZAM</b> <b>TON</b> <b>NRD</b> <b>ORN</b> <b>ORN</b>
13.00 – 14.00		<b>Break and Lunch</b>	

DATE		19 – 24 April 2019	
PLANNED TIME	ACTUAL DURATION	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
14.000 – 17.00		<ul style="list-style-type: none"> <li>• Interview with Estate Worker Union, Local Contractor, Gender Committee.</li> </ul> Field visit to <b>ARING A PALM OIL MILL:</b> <ul style="list-style-type: none"> <li>• Supply Chain verification (FFB Receiving, Weighbridge, FFB Sorting, Processing Activity, Despatch CPO)</li> <li>• Occupational Health &amp; Safety Aspect (Inspection to Chemical Storage, Hazardous Waste Storage, Fire Control Simulation, POME Pond)</li> <li>• Interview with Worker's Union Mill, Contractor of CPO Transporter, Gender Committee.</li> </ul>	NRD  ORN  TON  ND
<b>TUESDAY, 21<sup>st</sup> April 2015</b>			
08.00 – 13.00		Field Visit to <b>FGVP ARING 2:</b> <ul style="list-style-type: none"> <li>• Agronomy (Harvesting &amp; Transportation, Manuring, Pesticides Application, Road)</li> <li>• Maintenance, Biological Control Monitoring, EFB Application, Land Application of POME)</li> <li>• Environmental, Occupational Health &amp; Safety Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management)</li> <li>• Worker's Facilities Aspect (Housing, Daycare, Sports Facilities, Employees Meeting Hall, Sanitary Facilities)</li> <li>• Legal Demarcation Aspect (Inspection of Legal Boundary Stones, Community Buffer Area/Enclave)</li> <li>• Conservation Aspect (Inspection of HCV Identified Area, Riparian/Waterways Zone, Reservoir, Forest Area)</li> </ul>	ZAM  TON  NRD  ORN  ORN
13.00 – 14.00		<b>BREAK AND LUNCH</b>	
14.00 – 17.00		<ul style="list-style-type: none"> <li>• Re-verification of field visit result and completing checklist.</li> </ul>	<b>ALL AUDITOR</b>
<b>WEDNESDAY 22<sup>nd</sup> April 2015</b>			
08.00 – 13.00		Field Visit to <b>FGVP Aring 3</b> <ul style="list-style-type: none"> <li>• Agronomy (Harvesting &amp; Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application, Land Application of POME)</li> <li>• Environmental, Occupational Health &amp; Safety Aspect (Inspection to Chemical Storage, Fertilizer Storage,</li> </ul>	ZAM  TON

DATE		19 – 24 April 2019	
PLANNED TIME	ACTUAL DURATION	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
		Hazardous Waste Storage, Fire Control Facilities, Waste Management) • Worker's Facilities Aspect (Housing, Daycare, Sports Facilities, Employees Meeting Hall, Sanitary Facilities) • Legal Demarcation Aspect (Inspection of Legal Boundary Stones, Community Buffer Area/Enclave) • Conservation Aspect (Inspection of HCV Identified Area, Riparian/Waterways Zone, Reservoir, Forest Area)	NRD  ORN  ORN
13.00 – 14.00		<b>BREAK</b>	
14.00 – 17.00		• Re-verification of field visit result and completing checklist.  • Stakeholder consultation at BALAI RAYA	ORN, TON, ZAM  NRD
<b>THURSDAY, 23<sup>rd</sup> April 2015</b>			
09.00 – 11.00		<b>Closing Meeting:</b> • Presentation of Assessment Findings by Auditor Team (Explanation of Identified Nonconformities and Completion of Corrective Timeline, Answer & Questions) • Auditee Response against Assessment Findings	ALL AUDITOR
12.00 – 17.00		Travelling from Aring to Kuala Lumpur	ALL AUDITOR
<b>FRIDAY, 24<sup>th</sup> April 2015</b>			
12.50 – 13.50		Travelling from Kuala Lumpur to Jakarta	ORN, TON



### Appendix 3. Attendant List of Stakeholder Consultation

PT MUTUAGUNG LESTARI			
DAFTAR HADIR			
Kegiatan : Stakeholder Consultation			
Tanggal : 22/4/15 - Durian off ramai Chiku 1			
NO.	NAMA	DIVISI / INSTANSI / JABATAN/ALAMAT	TANDA TANGAN
1	MR. JIN ABDULLAH	K-Blok Chiku 1	1
2	Chc Abdauil chc badolal	Chiku	2
3	NIK AB AZIZ NIK LAI	Timbalan Pengerusi	3
4	MR. AHMED - WAN MOHAMAD	K/BLOK	4
5	Zahari bin Ahmad	K/BLOK	5
6	Jenah Abdullah	K-Blok Chiku 1	6
7	CHG ISMAIL B AMIR	K/BLOK	7
8	MOHD ZAHID W SIKIL	K/BLOK	8
9	PAUSI MN YAMER	Rela.	9
10	ZUKRI B ARMAN	K/P	10
11	Mohammed Saad Sultan	Rela.	11
12	MR. HURUL AFINA S. Yusoff	Rela.	12
13	MOHD ZAHID ISMAIL	Blok	13
14	M. ZAHID B. MOHAMED NOOR	K/B AS	14
15	RAZALI B. CHE'LAH	K/B A1	15
16	M. ZAHID MOHAMED	Belia Chiku 1	16
17	MOHD KHORRARI B. MOHAMAD	POLIS BANGSIAN FELDA	17
18	WAN MOHD FAKI B. WAN MUHA	Belia.	18
19	MOHD SYAFK B. MOHD	Guru	19
20	MOHD AZHAR B. ZAKARIA	BELIA	20
21	SHAHPUZAMRE B. ABDULLAH	Kontraktor	21
22	MOHD ZAHARA SHAFI B. JUSOH	Belia Chiku 1	22
23	DAKARI B. HUSSIN	perusa	23
24	BOHASEN NAWAZ	Chiku 1	24
25	Nik Mard Sefox Chikra	Chiku 1	25

### PT MUTUAGUNG LESTARI

#### ATTENDANCE LIST

Date : 22 April 2015  
Subject : Stakeholder consultation

NO.	NAME	DIV / DEPT.	SIGN
1	Marnah bt Hewon	P.GPW C-5	1 [Signature]
2	Sakinah bt Abdullah	p. gpw Pesta	2 [Signature]
3	Fatimah bt Sa'id	p. gpw C-6	3 [Signature]
4	Saipah bt Mohammad	Agk Gpw C-5	4 [Signature]
5	SITI RAUDAH BT MOHD Yusoff	P. GPW C-2	5 [Signature]
6	ROHANI BT MAMAT	ASE GPW C-2	6 [Signature]
7	BEDAH BT GHANI	ASE GPW C-2	7 [Signature]
8	HAZINAH BT TALIB	ASE GPW C-2	8 [Signature]
9	MASITAH BT ABDULLAH	ASE GPW C-2	9 [Signature]
10	MEK DAI BT MAI RANI	ASE GPW C-2	10 [Signature]
11	ASMAWATI BERAMAN	ASE GPW C-2	11 [Signature]
12	Tuan Saipah Syed Hassan	Pemohonan	12 [Signature]
13	Che Rahmi Che Mada	P. GPW C-01	13 [Signature]
14	Rondah bt Zuharis	S/M C-3	14 [Signature]
15	Roshayati bt Abdullah	ATK GPW 1	15 [Signature]
17	Giti Rahi bt Mat Jasin	KBlak	17 [Signature]
18	Samsiah Yaacob	ATK GPW C-1	18 [Signature]
19	A ZIZATI NIK ISMAIL	Agk GPW C-1	19 [Signature]
20	AISYAH HASSAN	Agk GPW C-1	20 [Signature]
21	ZAINI JULEANA BT MARANI	KERANI Aring 5	21 [Signature]
22	CHE MAZHAR IBRAHIM	PENGEMSI KKO CHIK 4	22 [Signature]
23	NOOR JAFERUS BT ZAINAL	WAKIL KONTRAK ARING 3 S.	23 [Signature]
		SETIUSAHA KKO ARGA 1	

Prepared by,

ARIN

Approved by,