

**Roundtable on Sustainable Palm Oil Certification
RSPO**

Stage-1 Stage-2 Surveillance Re-Certification

Name of Management Organisation : GERSINDO POM – PT GERSINDO MINANG PLANTATION, Subsidiary of Wilmar International Limited.

Plantation Name : PT. Gersindo Minang Plantation - Gersindo Estate
PT. Permata Hijau Pasaman - PHP-1 Estate, PHP-2 Estate

Location : Tanjung Pangkal Village, Sub-District of Pasaman, Pasaman Barat District, Province of Sumatera Barat, INDONESIA

Certificate Code : **MUTU-RSPO/038**

Date of Certificate Issue : 21 April 2014 Date of License Issue : 21 April 2015

Date of Certificate Expiry : 20 April 2019 Date of License Expiry : 20 April 2016

Assessment	Assessment Date	PT. Mutuagung Lestari Auditor	Reviewed by	Approved by
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ASA - 2	18 - 22 January 2016	Muardi Marwas, Yudwi Wisnu Rahmanto, Muhammad Rinaldi, Joko Alam, Doni	Octo HPN Nainggolan	Tony Arifiarachman

Assessment	Approved by MUTUAGUNG LESTARI on:
ASA-2	14 February 2016

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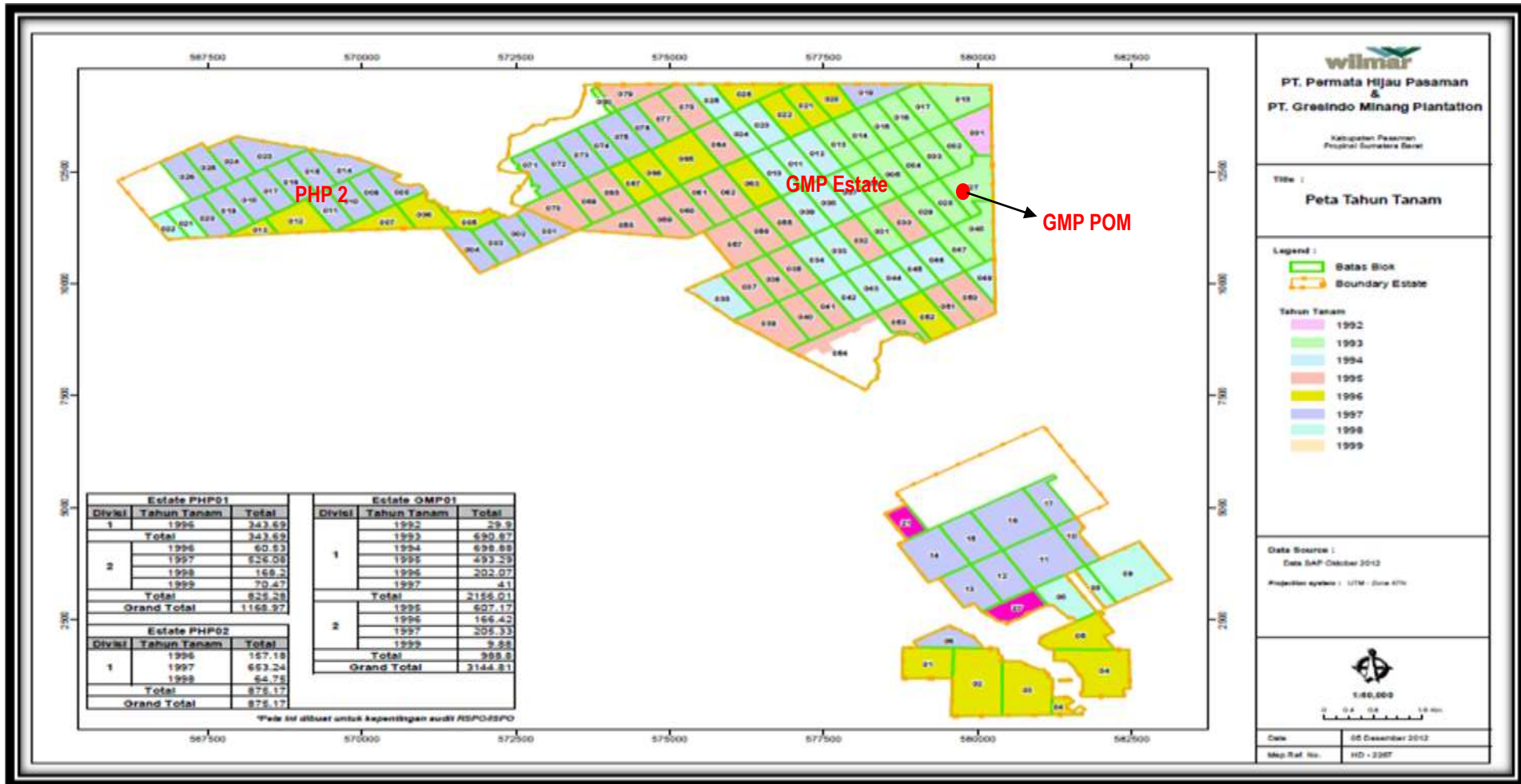
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FIGURE

Figure 1. Location Map of PT GMP and PT PHP



Figure 2. Operational Map of PT GMP and PT PHP



Glossary

AMDAL	:	Analisis Mengenai Dampak Lingkungan (Environmental Impact Assessment)
APD	:	Alat Pelindungan Diri (Personal Protective Equipment)
ASEAN	:	Association of South East Asian Nations
B3	:	Bahan Beracun dan Berbahaya (Hazardous Material)
BOD	:	Biological Oxygen Demand
BPJS	:	Badan Penyelenggara Jaminan Sosial (Workers Social Security Agency)
CPO	:	Crude Palm Oil
FA	:	Final Assessment
GMP	:	Gersindo Minang Plantation
HCV	:	High Conservation Value
HGU	:	Hak Guna Usaha (Land Use Title)
IUP	:	Izin Usaha Perkebunan (Plantation Business Permit)
IPAL	:	Instalasi Penyaluran Air Limbah (Waste Water Treatment Pond)
K3	:	Keselamatan dan Kesehatan Kerja (Occupational Health & Safety)
LC	:	Land Clearing
MB	:	Mass Balance
OER	:	Oil Extarction Rate
P2K3	:	Panitia Pembina Keselamatan dan Kesehatan Kerja (Guiding Committee Of Occupational Safety & Health)
PHP	:	Permata Hijau Pasaman
PK	:	Palm Kernel
POM	:	Palm Oil Mill
RKL/RPL	:	Rencana Kelola Lingkungan/ Rencana Pemantauan Lingkungan (Environmental Management Plan / Environmental Monitoring Plan)
SOP	:	Standart Operational and Procedure
TBS / FFB	:	Tandan Buah Segar (Fresh Fruit Bunch)
UKL/UPL	:	Upaya Kelola Lingkungan/ Upaya Pemantauan Lingkungan (Environmental Management Efforts / Environmental Monitoring Efforts)

1.0 SCOPE OF THE CERTIFICATION ASSESSMENT			
1.1 Assessment Standard Used		<ul style="list-style-type: none"> • <i>RSPO Principles and Criteria (P&C) for for the Production of Sustainable Palm Oil - April 25th, 2013.</i> • <i>RSPO Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014 (Module D / E for CPO Mill)</i> 	
1.2 Organisation Information			
1.2.1	Organisation name listed in the certificate	PT. GERSINDO MINANG PLANTATION dan PT. PERMATA HIJAU PASAMAN – Subsidiary of Wilmar International Limited	
1.2.2	Contact person	Simon Siburat	
1.2.3	Organisation address and site address	<u>Official Liaison Office:</u> Multivison Tower Lt. 15 Jl. Kuningan Mulya Blok B9, Kuningan, Jakarta 12980 – Indonesia. <u>Site Location:</u> Jorong (Village of) Tanjung Pangkal, Sub-District of Pasaman, Pasaman Barat Regency, Province of Sumatera Barat, INDONESIA	
1.2.4	Telephone	(62-21) 461 6555	
1.2.5	Fax	(62-21) 461 6687	
1.2.6	E-mail	simonsiburat@wilmar.com	
1.2.7	Web page address	www.wilmar.co.id	
1.2.8	Management Representative who completed the application for certification	Simon Siburat (Sustainability Controller Wilmar Group)	
1.2.9	Registered as RSPO member	2-0017-05-000-00, dated 15 August 2005	
1.3 Type of Assessment			
1.3.1	Scope of Assessment and Number of Management Unit	Mill: PT GMP Mill (Gersindo Minang Plantation) <ul style="list-style-type: none"> • Supply Bases: GMP Estate (PT Gersindo Minang Plantation) • PHP-1 dan PHP-2 (PT Permata Hijau Pasaman) 	
1.3.2	Type of certificate	Single	
1.4 Locations of Mill and Plantation			
1.4.1	Location of Mill		
	Name of Mill	Location	Coordinate
			Latitude
			Longitude
	Gersindo Minang Plantation	Jorong Tanjung Pangkal, Sub-District of Pasaman, Pasaman Barat Regency, Province of Sumatera Barat, INDONESIA	N 0° 07' 31.4"
			E 99° 43' 10.07"

1.4.2	Location of Certification Scope of Supply Base			
	Name of Supply Base	Location	Coordinate	
			Latitude	Longitude
	GMP Estate (PT Gersindo Minang Plantation)	Jorong Tanjung Pangkal, Sub-District of Pasaman, Pasaman Barat Regency, Province of Sumatera Barat, INDONESIA	N 0° 06' 47.8"	E 99° 43' 04.98"
	PHP-I Estate (PT. Permata Hijau Pasaman-I)	Kanagarian Sasak, Sub-District of Sasak Ranah Pasisia, Pasaman Barat Regency, Province of Sumatera Barat, INDONESIA	N 0° 00' 39.04"	E 99° 44' 15.57"
	PHP-II Estate (PT. Permata Hijau Pasaman-II)	Jorong Maligi, Sub-District of Sasak, Pasaman Barat Regency, Province of Sumatera Barat, INDONESIA	N 0° 06' 47.7"	E 99° 37' 48.09"
1.5 Description of Area Statement				
1.5.1	Tenure			
	<ul style="list-style-type: none"> State 			
	- PT GMP		3,600.00	Ha
	- PT PHP		2,261.40	Ha
	<ul style="list-style-type: none"> Community 			
1.5.2	Area Statement			
		Area (Ha)		
		PT GMP	PT PHP	TOTAL
	• Total area	3,600	2,261.40	5,861.40
	• Immature area	638.81	-	638.81
	• Mature area	2,526.72	2,095.27	4,621.99
	• Mill	13.00	-	13.00
	• Emplishment / Workers Quarter	135.66	84.85	220.51
	• Infrastructure	3.78	0.47	4.25
	• Nursery	8.19	-	8.19
	• Occupation	210.60	80.81	291.41
	• HCV	54.64	-	54.64
1.6 Planting Year and Cycles				
1.6.1	Age profile of planting year			
	Planting Year	Hectarage (Ha)		
		PT GMP	PT PHP	Total
	LC	7.54	-	7.54
	2014	531.27	-	531.27
	2015	100.00	-	100.00
	1992	28.72	-	28.72
	1993	651.27	-	651.27
	1994	448.29	-	448.29

	1995		799.4	-	799.40		
	1996		361.87	582.69	944.56		
	1997		231.02	1,218.04	1,449.06		
	1998		-	228.90	228.90		
	1999		6.15	65.64	71.79		
	TOTAL		3,165.53	2,095.27	5,260.80		
1.6.2	New Planting area after January 2010			-	Ha		
1.6.3	Planting Cycle			2 nd Cycle			
1.7 Description of Mill and Supply Base							
1.7.1	Description of Mill						
	Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)	CPO		Palm Kernel	
				Out put (ton)	Extraction (%)	Out put (ton)	Extraction (%)
	Gersindo	60	288,309.64	53,856.24	18.68	14,847.95	5.15
	Source: Estates production data for January - December 2015						
1.7.2	Description of Certification Scope of Supply Base						
	Name of Estate	Total Area (Ha)	Planted Area (Ha)	FFB (tonnes/year)	Yield (tonnes/ha/year)	Supplied to Mill	
						FFB (tonnes/year)	%
	PT GMP	3,600.00	3,165.53	59,602.99	18.83	59,602.99	100%
	PT PHP I	1,247.00	1,190.84	27,296.16	22.92	27,296.16	100%
	PT PHP 2	1,014.40	904.43	23,629.49	26.13	23,629.49	100%
	TOTAL	5,861.40	5,260.80	110,528.64	21.01	110,528.64	100%
	Source: Estates production data for January - December 2015						
1.7.3	FFB description from other source						
	Name of sources	Organisation	Location	Supplied to Mill			
				FFB (tonnes/year)			
	Plasma (Non RSPO Certified) and PT Siak Permai Sakti	Scheme Smallholders (Koperasi Plasma) and PT SPS.	Pasaman Regency	177,781			
	TOTAL			177,781			
	Source: Estates production data for January - December 2015						
1.7.4	Jenis Produk			FFB, CPO, PK			
1.8 Estimate Tonnage of Certified Product							
1.8.1	Past Annual Claim Certified Product			Claim Period Certified 21 April 2015 s.d 20 April 2016 (ton/tahun)	Actual certified products Period 21 April 2015 s.d January 18, 2016 (Tons / year)		
	• FFB Production			133,046	74,854		
	• CPO Production			26,609	14,144		
	• Palm Kernel (PK) Production			6,985	3,826		

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)		
	GMP (PT. Gersindo Minang Plantation)	3,600.00	3,165.53	52,700	20.86		
	PT PHP I (PT.	1,247.00	1,190.84	29,500	24.77		
	PT PHP II	1,014.40	904.43	24,300	26.87		
	TOTAL	5,861.40	5,260.80	106,500	23.04		
	Source: Estates production data for January - December 2016						
1.8.3	Estimate of Certified Palm Product Claim						
	Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)	CPO		Palm Kernel	
				Out put (ton)	Extraction (%)	Out put (ton)	Extraction (%)
	GERSINDO	60	106,500	19,649	18.45	5,325	5.00
	Source: Estates production data for January - December 2016						
1.9	Other Certifications						
	ISO 9001:2008	-					
	ISO 14001: 2004	-					
	OHSAS 18001:2007	-					
	ISCC	EU-ISCC-Cert-DE137-20150010, validity: 27.04.2015 upto 26.04.2016.					
	Others	ISPO: MUTU-ISPO/018 , validity period 16 January 2014 until 15 January 2019.					
1.10	Time Bound Plan						
1.10.1	Time Bound Plan for Other Management Units						

	Unit Manajemen			Lokasi	Estate (Supply Base)	Rencana Tata Waktu	Status
	Pabrik	Tata Waktu	Status				
	PT Milano (Pinang Awan)	2009	Certified	North Sumatera	PT Millano (pinang Awan)	2009	Certified
	PT Mustika Sembuluh 1	2009	Certified	Central kalimantan	PT Mustika Sembuluh 1	2009	Certified
				Central kalimantan	Smallholder	2013	Certified
	PT Kencana Sawit Indonesia	2010	Certified	West Sumatera	PT Mustika Sebuluh	2010	Certified
				West Sumatera	Smallholder	-	-
	PT Kerry Sawit Indonesia 1	2010	Certified	Central Kalimantan	PT Kerry	2010	Certified
	PT Tania Selatan	2010	Certified	South Sumatera	PT Tania Selatan	2010	Certified
					Smolholder (SP1, Sp2,Sp3,Sp4)	2014	Certified
					Smallholder (Korpri,	2015	Certified

				SP5, SP6, SP7)		
PT AMP Plantation	2011	Certified	West Sumatera	PT AMP Plantation	2011	Certified
				Smallholder	2014	Certified
PT Agro Nusa Investama	2012	Certified	West Sumatera	PT Agro Nusa Investama	2012	Certified
PT Buluh Cawang Plantation 1	2012	Certified	South Sumatera	PT Buluh Cawang	2012	Certified
PT Bumi Sawit kencana	2012	Certified	Central Kalimantan	PT Bumi Sawit Kencana	2012	Certified
PT Gersindo Minang Plantation	2012	Certified	West Sumatera	PT Permata Hijau pasaman	2012	Certified
				Smallholder	2016	-
PT Sarana Titian Permata	2012	Certified	Central Kalimantan	PT Musi Banyuasin	2012	Certified
PT Daya Labuhan Indah-2	2013	Certified	North Sumatera	PT Daya Labuhan Indah	2012	Certified
PT Mustika Sembuluh 2	2014	Certified	Central Kalimantan	PT Mustika Sembuluh 2	-	-
PT Mentaya Sawit Mas	2014	Certified	Central Kalimantan	PT Mentaya Sawit Mas	2014	Certified
BENSO Palm Oil	2014	Certified	Ghana	BENSO Palm Oil	2014	Certified
PT Kerry Sawit Indonesia 2	2014	Final Assesment on 22-5 Nov 2014	Central Kalimantan	PT Kerry Sawit Indonesia 2	2014	Certified
PT Agro Palindo Sakti 1	2014	FA on 14-11 Nov 2014	South Sumatera	PT Agro Palindo Sakti 1	Planning	-
PT Musi Banyuasin Indah	2014	FA on 28-11 Nov 2014	South Sumatera	PT Musi Banyuasin Indah	2014	Certified
PT Murini Sam Sam	2015	FA on 2-6 Nov 2015	Riau	PT Murini Sam Sam	2015	Certified
PT Sinarsiak Dianpermai	2015	GA on 19/09/2014	Riau	PT Sinarsiak Dianpermai	2015	certified
PT Bumi Pratama Khatulistiwa	2015		West kalimantan	PT Bumi Pratama Khatulistiwa	2015	Certified
PT Karunia kencana Permaisejati	2016	FA on 09/04/2015	Central Kalimantan	PT Karunia kencana Permaisejati	2016	Certified
PT Rimba harapan Sakti	2016	FA on 27/03/2015	Central Kalimantan	PT Rimba harapan Sakti	Planning	-
PT Agro Nusa Investama (Landak)	2016	Planning	West Kalimantan	PT Agro Nusa Investama	Planning	-
PT Agropalindo sakti 2	2016	Planning	West Kalimantan	PT Agropalindo sakti 2	Planning	-
PT Buluh Cawang Plantation	2015	Certified	West Kalimantan	PT Buluh Cawang Plantation	Certified	-

PT Agrindo Indah Persada 2	2016	Planning	Bangkao –jambi	PT Agrindo Indah Persada 2	Planning	-
PT Putra Indo Tropical	2016	Planning	West Kalimantan	PT Putra Indo Tropical	Planning	-
PT Pratama Prosentindo	2016	Planning	West Kalimantan	PT Pratama Prosentindo	Planning	-
PT Indorsin Putra mandiri	2016	Planning	West Kalimantan	PT Indorsin Putra mandiri	Planning	-
PT Daya landak Plantation	2016	Planning	West Kalimantan	PT Daya landak Plantation	Planning	-
Sapi Mill	2008	Certified	Sandakan	Sapi Mill	2008	Certified
Sabahmas Mill	2008	Certified	Lahad	Sabahmas Mill	2008	Certified
Reka Halus Mill	2008	Certified	Sandakan	Reka Halus Mill	2008	Certified
Saremas Mill 1	2008	Certified	Miri	Saremas Mill 1	2008	Certified
Saremas Mill 2	2008	Certified	Miri	Saremas Mill 2	2008	Certified
Terusan	2009	Certified	Miri	Terusan	2009	Certified
Ribubonus	2009	Certified	Telupid	Ribubonus	2009	Certified
Sri kamsan	2010		Sugut	Sri kamsan	2010	Certified
PT Perkebunan Anak pasaman					2013	-
PT Kamu					2013	-
PT Maju Perkasa Sawit					2017	-
1.10.2	Progress of Associated Smallholders and Outgrowers for Certifiable Standard					
	KUD Rantau Pasaman & KUD Kapar as smallholders scheme engaged with PT. Permata Hijau Pasaman (PT.PHP) which supplies to Gersindo mill are planned to be in RSPO certifiable standard within three years after the mill certified. Scheme smallholders will be audited approximate in 2017					

2.0 ASSESSMENT PROCESS	
2.1 Assessment Team	
ASA-2	<ol style="list-style-type: none"> Muardi Marwas (Lead Auditor). Bachelor of Agriculture in Agronomy and horticulture from Bogor Agriculture Institute. He conducted several certifications on Roundtable Sustainable Palm Oil (RSPO) in Indonesia. He took Lead Auditor RSPO and Witteness Distribution Quality Management Process (DQMP) APMEA training. At the moment, he works for independent certification body. During this event, he is assessing the legality, social and supply chain aspect. Yudwi Wisnu Rahmanto (Auditor). Bachelor Degree of Forestry with Silviculture background, University of Gadjah Mada. He worked at professional independent Certification Body as an Auditor for last 5 years and has involved in auditing activities with various certification schemes. Selected training which have been followed, such as RSPO Endorsed Lead Auditor Training Course, ISPO Auditor/Lead Auditor Course, Quality Management System (QMS) ISO 9001:2008 Auditor/Lead Auditor Course, GIS-Basic Mapping and Spatial Analysis, Timber Legality Assurance System (SVLK), Verification Organization Training C.A.F.E Practices (Starbucks) and others internal training programs. He has involved in auditing activities, such as Sustainable Forest Management by FSC FM/COC Scheme, Sustainable Palm Oil by RSPO and ISPO Scheme, Coffee And Farmer Equity (C.A.F.E Practices) Starbucks, Organic Standard (EU, NOP, JAS) for Coffee Farmers and Organic Exchange for Textile. During this audit, he assigned to verify of Environmental and Conservation aspect. Doni (Auditor). Master on rural sociology. He took certification on sustainable forest production management Sosiologi (PHPL) from Ekolabel Indonesia (LEI) foundation in 2008 and Up-Grading PHPL training in training and education center of forestry of Gunung Batu Bogor in 2010. Since 2003 he has conducted several PHPL certification audit, such as: PT. Teluk Bintuni Mina Agro Utama in Papua Barat Province in 2010 PT ITCIKU Kaltim Province in 2009, Meranti Tumbuh Indah Cooperatin in Kaltim in 2008, PT Memberamo Agro Indan Mandiri in 2008, PT. Arara Abadi in Riau Province in 2005, PT. INHUTANI III (Nanga Pinoh) Kaltim, in 2003. Since 2005-to present, he works as a <i>free lance</i> in BAPPENAS, Ministry of <i>Pembangunan Daerah Tertinggal</i> (KPDT) and Ministry of Public Work, Directorate General Cipta Karya as evaluator team member. in 2006-2007 he worked for JICA and UN-HABITAT-UNDP. During the present surveillance, he audits the social aspect of the community and information transparency. Joko Alam (Auditor Trainee). Bachelor on applied science of agriculture extention program from Bogor Agriculture Extention Institute (STPP) under Ministry of Agriculture. He has 6 years experience as palm oil Agronomist. He took training of Arcgis for mapping, 5R training for company and mill's management, laboratory training for palm oil mill, Auditor ISPO training-18 (in 2015), ISO 14001 training on environment management system (SML) and audit technic, Lead Auditor ISO 9001:2015 training on quality management system and ISO 17021 certification system. On this present activity, he assess the Best Management Practice (BMP) aspect. Muhammad Rinaldi (Auditor). Associate on plam oil plantation from Bogor Agriculture Institute. He has 4 years experience as operation staff for palm oil corporate in Indonesia. He took RSPO Awareness training, Auditor ISPO training, Auditor/Lead Auditor ISO 9001-2008 training, ISO 14000 training, HCV and general occupational health and safety training. On this present activity, he assess the mill's opeartion aspect, manpower and occupational health and safety.
2.2 Assessment Methodology, Assessment Process and Locations of Assessment	
2.2.1	Figure of person days to implement assessment
ASA-2	Number of auditors : 5 auditor Number of days for ASA-2 at site : 5 days

Number of working days for **ASA-2** at site : 25 Working days

2.2.2	Assessment Process
ASA-2	<p>The assessment was conducted by measuring the sufficiency of implementation with the consistency done by PT GERSINDO MINANG PLANTATION dan PT PERMATA HIJAU PASAMAN terhadap persyaratan National Interpretation of the Republic of Indonesia from RSPO Principles and Criteria for Sustainable Palm Oil Production <i>RSPO Principles and Criteria (P&C) for for the Production of Sustainable Palm Oil - April 25th, 2013. 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></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. Some opportunities for improvement of the results ASA-2 delivered by the MUTU auditor to the management unit and the results are the subject will be verified at the next assessment phase (ASA-3).</p> <p>Improvement of findings from main assesment findings were observed by auditors at this ASA-2 assessment. All information obtained was recorded in Check List of PT Mutuagung Lestari (MUTU) and part of ASA-23</p> <p>The assessment programs please find Appendix 2. Based on the results of assessments carried out since January 2016 18-22 team of auditors PT. Mutuagung Lestari RECOMMEND of PT. Gersindo Minang Plantation and PT Permata Hijau Pasaman to Maintain RSPO certificate.</p>
2.2.3	Location of Assessment
ASA-2	<p>Sampling method for chosing location by audit team is based on:</p> <ol style="list-style-type: none"> 1. The choosen locations represent each operation area (by using the 0,8√y formulation, for this activity, the representation samples are GMP Estate and PHP Estate 1) 2. Consideration over rising issue from document's review and stakeholders consultation result, which are substantial and crucial. <p>A complete list of visited locations: <u>PT Gersindo Minang Plantation- Estate</u></p> <ol style="list-style-type: none"> 1 Boundary stake. checking stake number XXXI (Block 59), Nomor 31 (Block 59) and number 32 (Block 58). The entire stakes are well maintained and clearly readable. The nucleus estate is side by side with smallholder's plantations. 2 Block 56, conflicted area with occupants. The area is claimed by the occupants and they cultivates plam oil, banana and cassava. 3 Phase 2. Checking child care facility, housing facilities are sufficient, playing facilities for children are avaiable, hygienity is sufficient, there are 2 child care staff. 4 Workshop. Mechanics wear healmet and safety shoes. Operator las (Mr Edi) is trained and took the welder training (license no.S.153/JL/PNK3/X/11). 5 Location, Harvesting activity. Location for Phases 1 Block 1A interview with 4 personnel as samples. Personnel explained the harvesting criteria for FFB such as the ripe criteria, a long trunk should be cutted 3 cm, loose fruit should be collected, fruit should be delivered to TPH with trunk ponted to road direction. Using big-stock procurement system. Harvesting personnel are equipped with sufficient PPE and they are fix term personnel who have been working for 7 - 10 years. Personnel understand the existing worker union within GMP's operational area. 6 Phase 2 Block 16 A. Observation and interview with 15 harvesting path and disc's spraying personnel. Personnel understand type of herbicide such as proper dose, target and application. Based on personnel' acknowledgement, at the moment, company is using glysohate 60 cc/kap with with Kenrani 0.7 gr/kap/ha, which being mixed in tank. The mixing personnel is spraying supervisor who wear PPE. Spraying personnel wears apron (complete PPE). Moreover, personnel have taken the pesticide application training by internal party and medical examination has been periodically implemented, which is every 6 months.

- 7 **Evaluation on natural predator for pest.** Owl evaluation (tytoalba) at Block 13A with nestbox number 03. The current population of owl in GMP is 5 birds, which shows an effective result to repress rat attack under the standard threshold. Moreover, Oryctes attack in feromontrap at Block also low and the cultivation of beneficial Plant as a natural predator also well implemented.
- 8 **Evaluation on Subsiden and Bund Off:** evaluation on bund Off at Block 17A,17 B, and 18A, division 1. The recorded surface water level is still inline with the proposed threshold, which is 55 cm, and 60cm. The evaluation on subsiden stake is also conducted at Block 18d,19 e. There is a decline on surface water level along 5cm -7 cm during field visit.
- 9 **Nursery checking:** there are 21 months old seed in Nursery 21 with the current maintenance such as midrib cut for cultivation in replanting area. Beside, there are also 6 months old seed like Tania Selatan seed, total 21 months old seed until December is 25,348 units, meanwhile the total number of 6 month old seed is 8,312 units. Spraying for 6 months old seed is conducted by using Tsumi Tsansui system, while for bigger seed, there is no need for spraying except during the dry season.
- 10 **Block 80/76 Phase 3:** the boundary area between cultivated-palm oil area and peat water conservation area.
- 11 **Block 75/76 Phase 3:** buffer area between peat water conservation area and producted-cultivation (tacultivating year was in 1997).
- 12 **Block 62:** Conservation area such as preserved peat area. Audit found primate and rat eagle, which indicated a good environment condition.
- 13 **Block 53:** Riparian area between Batang Pasaman River and replanting location. Dike from coconut tree (*cerucuk*), bamboo, some king fruit tree and wild bushes are dominating the area. The imlementation of erosion control in river's cliff, and the maintenance of prohibition to replant palm oil within 5-6 lines.
- 14 **Block 3A:** location of domestic landfill. The separation between organic and unorganic waste, by which the hole of unorganic landfill is using plastic mulsa base.
- 15 **Block 3B:** Observation on plantation condition in peat area with hemik – saprik ripeness level. The condition of crops, which was cultivated in 1998 does not lay down and some crops have been dismantled in order to prevent Ganoderma disease.
- 16 **Hazardouse waste landfill in warehouse:** the aeration condition is good with sufficient ventilation. The hazardouse balance data has always been being updated, waste storage has been separated based on waste's characteristic, the warehouse floor is permanent from cement, each storage container is using plet and does not touch floor directly. Moreover, the entire hazardous waste symbols and the coordinationfor landfill location has been inline with the applicable regulation.
- 17 **GMP Clinic:** Observation related to medical waste management and clinic facilities as well as patient service/ management.

PT Gersindo Minang Plantation- Mill

1. **Hazardouse warehouse in mill.** The hazardous and dangerous symbol are istalled, each hazardouse waste is stored in collection tank. The record of balance is always updated, fire extinguishers are available, first aid box is available, secondary cointainment.
2. **Temporary hazardouse waste landfill:** The hazardous and dangerous symbol are istalled, each hazardouse waste is stored in collection tank. The record of balance is always updated, the storage container is separated based on waste characteristic, warehouse floor is permanent from cement, each storage container is using plet and does not touch floor directly. Moreover, the entire hazardous waste symbols and the coordinationfor landfill location has been inline with the applicable regulation.
3. **installation pond for waste water management (IPAL):** Observation on waste volume and the condition of liquid waste, which is being flowed to field. The recording system for waste water volume and pump condition.
4. **Collection area for empty fruit bunches and sheel waste in mill:** the condition of empty fruit bunches waste is overload and not entirely has been applied in the field.
5. **Loading Ramp.** Observation and interview with sortation personnel related to personnel understanding over sortation procedure, the implementation of sortation, fruit criteria, fruit separation with ripeness and rawness criteria.
6. **Management Process.** Observation and interview with personnel related to FFB's processing into CPO, capacity per station, personnel understanding over the applicable SOP, fire emergency response facilities and infrastructure in mill, first aid kits, the implementation of occupational health and safety, company's facilities, trainings from company and manpower agencies.

7. **Machine room/ turbine.** Observation and interview with operator related to the efficiency of fuel utilization, personnel understanding over the applicable SOP, fire emergency response facilities and infrastructure in mill, first aid kits, the implementation of occupational health and safety, company's facilities, medical examination, trainings from company and manpower agencies.
8. **Boiler Room.** Observation and interview with operator related, personnel understanding over the applicable SOP, fire emergency response facilities and infrastructure in mill, first aid kits, the implementation of occupational health and safety, company's facilities, medical examination, trainings from company and manpower agencies.
9. **Workshop.** Observation and interview related to improvement/ tool and machinery's maintenance. There is a schedule for tools and machine's maintenance, record over daily maintenance, moreover, maintenance could be based on request fro each station when they need one.

PT Permata Hijau Pasaman-Estate 1

1. **Harvesting activity. Location of Phases 1 Block 12 A,** interview with 6 personnel as samples. Personnel explained the harvesting criteria for FFB such as the ripe criteria, a long trunk should be cutted 3 cm, loose fruit should be collected, fruit should be delivered to TPH with trunk ponted to road direction. Using big-stock procurement system. Harvesting personnel are equipped with sufficient PPE and they are fix term personnel who have been working for 5 - 8 years. Personnel understand the existing worker union within PHP's operational area and medical examination is periodically conducted every 6 months.
2. **spraying activity. The sample location is in Afdeling 1 Block 10 A** with total 12 spraying peronnel who spray in harvesting path and disc's area. Personnel understand type of herbicide such as proper dose, target and application. Based on personnel' acknowledgement, at the moment, company is using glysohphate 60 cc/kap, which being mixed in tank. The mixing personnel is spraying supervisor who wear PPE. Spraying personnel wears apron (complete PPE). Moreover, personnel have taken the pesticide application training by internal party and medical examination has been periodically implemented, which is every 6 months.
3. **The evaluation on biological predature for pest.** Owl evaluation (tytoalba) at Block 18A de with nestbox number 01. The current population of owl in GMP is 6 birds, which shows an effective result to repress rat attack under the standard threshold. Moreover, Oryctes attack in feromontrap at Block also low and the cultivation of beneficial Plant and antigonon as natural predators also well implemented.
4. **Evaluation on fire xtinghuisher:** fire extinguisher in PT PHP is placed in front of estate office, the shape of fire extinguisher is like a huge tank, which is pulled by using tractor. The available tools, such as: diesel mahine for pumping water, hose with diameter 4cm with approximately lenght of 20 meter, gloves in box and tools to open and straighten bolt. The experiment was conducted on the street in front of estate road by starting the pump machine, and water splur reached 10-12 meters distance.
5. **Evaluation in fire extinguishers in personnel housing:** Housing in Phases 1 fire extinguisher, company conducted the latest evaluation on 15th December 2015. Fire extinguishers are in good condition, and available at personnel house. For instance at G10 there are 2 units of fire extinguishers.
6. **Block 16A, 15B and 15C Phase 2:** Observation on water management system in peat area through *bund-off* examiation and the actual condition of water surface in drainage block's trench. From 3 dam samples, the water surface measurement stick is in good condition and well maintained.
7. **Block 17B, 16A and 14D Phase 2:** Observation in peat subsidient monitoring spot (stake 5, 6 and 7). Based on short observation result in three spots, the average of peat decline is about 11 cm within 3 years.
8. **Main road, Main Road 4, transorted road in Block 15B/15C:** road is damaged due to flood in November 2015. The applied-conservation such as cultivation of *vetiver grass* along the edge of the road.
9. **warehouse complex near to PHP-1 office:** chemical warehouse, hazardouse waste warehouse, fertilizer warehouse. The overall observation indicates that the condition is inline with the applicable regulations and requirements. Building is new and the entire rooms are well maintained.

2.3 Stakeholder Consultation and Stakeholders Contacted	
2.3.1	Summary of stakeholder consultation process.
ASA-2	The public consultation with stakeholders to PT. Gersindo Minang Plantation and PT. Permata Hijau Pasaman done through: (1) Conduct a public announcement on the CB website (www.mutucertification.com) on January 4, 2016.

	<p>(2) Conducting visits and direct interviews with stakeholders (Regional Environmental Agency; Regional of Labor Agency; Regional Plantation Agency and Regional of National Land Agency, Pasaman Barat Regency, Province of Sumatra Barat) on January 19, 2016.</p> <p>(3) Conduct consultations via email questionnaire to NGOs (Wahana Lingkungan Hidup Indonesia, the World Wide Fund, Sawit Watch) on 12 January 2016</p> <p>(4) Conducting visits and direct interviews with stakeholders in the village (village Jorong Labuah Luruih) on January 19, 2016, as well as interviews with representative Community Kapa (Ninik mamak Kapa) and the Sasak (Ninik Mamak Sasak) on January 20, 2016.</p> <p>(5) Conducting Interviews with the Cooperative Employees, Workers and Contractors on 19-20 January 2016</p> <p>Some verbal feedback from stakeholders both positively and negatively received by the audit team to be clarified as a material consideration in the assessment of ASA - 3.</p>
2.3.2	Stakeholder contacted
	<i>Please find appendix 1</i>
2.4	Determining Next Assessment
	The next visit ASA-3 will be determined one year after this ASA-2 (January 2017).

3.0 ASSESSMENT FINDINGS

3.1 Summary of Assessment Report of the RSPO Certification

MUTUAGUNG LESTARI has conducted an assessment of **Gersindo POM – PT Gersindo Minang Plantation dan PT Permata Hijau Pasaman, WILMAR International Limited** operation consisting of One (1) mill and Three (3) oil palm estates.

During the assessment, all the indicator of Major, Minor and Supply Chain requirement for CPO mill have been COMPLY. There were Six (6) opportunities for improvement was identified.

MUTUAGUNG LESTARI found that **Gersindo POM – PT Gersindo Minang Plantation dan PT Permata Hijau Pasaman, WILMAR International Limited** complied with the requirements of **RSPO Principles and Criteria (P&C) for for the Production of Sustainable Palm Oil - April 25th, 2013. RSPO Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014 (Module E for CPO Mill).**

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

Ref Std.	VERIFICATION RESULT of MUTU-Certification	
PRINCIPLE #1 COMMITMENT TO TRANSPARENCY		
1.1 Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.	<p>Company has information management procedure for stakeholders (No PRO-BNM-006 on 21st January 2016 revision 01), which was approved by GEM that explains types of documents that can be accessed by stakeholder. Beside, the procedure also regulates the duration to keep the document is 3 years in Bina Mitra section. Moreover company also regulates personnel who receive the information request, which is RO administration staff and the request has been recorded in information request log book as well as regulates the response duration, which should be done within 1 month period.</p> <p>Based on interview with plantation agency, manpower agency, environment agency, it known that company has socialized the accessible document for stakeholders on 06th January 2016.</p> <p>Apart from that, company has recorded the entire information request and response in information request form for period 2015, which explains the incoming date, letter' number, sender, objective and response. For instance:</p> <ul style="list-style-type: none"> • PT. GMP: has incoming letter 15th October 2015, letter number: 660/PDIL-BLHKP/IX-2015 from BLHKP Pasaman Barat related to information about Revision of Reagent decree on temporary storage for hazardous waste, which is completed with the response letter on 21st January 2016. <p>Based on interview with government institution in Pasaman Barat District, the information request is always being well responded by company.</p>	
Status: COMPLY		
1.2 Management documents are publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.	<p>Company has a procedure for stakeholder's information service (No PRO-BNM-006 on 21st January 2016 revision 01),</p>	

which has been approved by GEM. The procedure explains type of documents, which can be accessed by stakeholders, such as:

- Environment impact assessment document
- Company's annual report
- Company's policy
- HGU permit and related permit
- Monthly production report
- Broad of operation area along with the map
- River's map, which is available within estate area
- Operational procedure for mill and estate
- Company's organogram
- Social activity report related to public affairs
- Occupational health and safety program

Moreover, the procedure regulates the storage duration for document. Which is 3 years in Bina Mitra Division and regulates personnel who receive the information request is RO administration staff. The request will be recorded in information request logbook and company regulates the response over the request should be issued within 1 month period.

Company can present the evidence of socialization on accessible document for stakeholders by sending a letter on 06th January 2016 to government agency in Pasaman Barat District, community leader, cooperative, and NGO.

Based on interview with plantation agency, manpower agency, environment agency, and its known that company has socialized the accessible documents for stakeholders.

Status: COMPLY

1.3

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

Company has a commitment on integrity code and ethical conducts, which is stated in company's ethical code policy number 044/DIR-KP/XII/2015 on 15th December 2015 that has been approved by Country Head, which explains 3 main principle on ethical code, such as preventing conflict of interest, power abuse, ensuring information confidentiality and preventing information abuse. The policy explains that the entire personnel are prohibited to accept present, incentive, gratification for personal interest as well as illegal practice and bribery.

There is an evidence for socialization on company's ethical code for the entire personnel level, from staff to personnel. For instance:

- Socialization evidence in GMP Estate for staff level, supervisor up to personnel level in Phase I on 08th January 2016 with total 44 participants.
- Socialization evidence in PHP Estate 1 for staff level, supervisor up to personnel level on 04th January 2016 with total 74 participants
- Socialization evidence in GMP Mill for staff level, supervisor up to personnel level in Phase I on 04th January 2016 with total 60 participants

Based on interview with personnel in GMP mill, GMP Estate and PHP Estate 1, its known that they know about company's integrity code and ethical conduct.

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.

The relevant legal requirement, local regulation, national and international have been demonstrated and complied.

Legal

- Land Use title / HGU Number 1/1997, Number 18/2005, Number 54,55/2015, appropriate with Law number 40/1996.
- Legl boundary in a form of HGU stake, appropriate with PP 24/1997, related to the placement of boundary stakes.
- Plantation Business Permit / IUP Number 207/Menhutbun-VII/2000 and 425/T/PERTANIAN/2005 appropriate with Ministry of Agriculture Decree number 357/2002.

Based on document's verification and consultation with related agencies (Manpower Agency, Plantation Agency, Environment Agency, National Land Agency in Pasaman Barat District), its known that company has tried to fulfill the applicable regulation related to sustainable palm oil management in Indonesia. Company complies certain regulations, such as:

Manpower

Company makes the minimum wage inline with Governor Decree number 562-777-2015 on 30th October 2015 related to minimum wage standard for Sumatera Barat province.

Occupational health and safety

- Company has HIPERKES certified-physician, which is inline with Ministry of Manpower, transmigration and Cooperative Decree number 01 in 1976 related to company's obligation to provide hiperkes training for its physician.
- Company has 5 HIPERKES-trained paramedics, which is inline with Ministry of Manpower, transmigration and Cooperative Decree number 01 in 1979 related to company's obligation to provide hiperkes training for its paramedics.
- Company has licensed-welders, which is inline with Ministry of Manpower, transmigration Decree number 02 in 1982 related to welder qualification in work place.
- Company has electricians who got occupational health and safety training for electrician, based on Director General of Binawas Decree No. 311 in 2002 on occupational health and safety's competency certificate for electricians.
- Company has 10 Boiler Operator, who had followed training for steam engine operator, based on ministry of Manpower Decree No. 01 in 1988 on qualification and requirement for steam engine operator.
- Company has 10 well-trained operators for heavy machine who had followed training in GMP Mill, 23 operators in GMP Estate, 3 operators in PHP Estate 1. Ministry of Manpower and Transmigration Decree No. 09 in 2010 related to Operator and transport and loading operators.
- Company has guiding committee of occupational health and safety (PSK3) organogram, moreover, the P2K3 report has been submitted periodically every 3 months based on Ministry of Manpower Decree No 4 in 1987 and Ministry of Manpower Decree number 3 in 1998
- Company provides free PPE for personnel based on Law No 1 in 1970 and Ministry of Manpower Decree No 8 in 2010.
- Company has organogram and annually trained-personnel. This is based on Ministry of Manpower and Transmigration Decree number 186 in 1999.

Company has a Law Register document for each aspect that needs to be COMPLY. Type of required-regulation has ben categorized into some aspect such as environment, occupational health and safety, plantation corporate and manpower. Based on verification over company's evaluation result on 30th December 2015 there are some additional regulations, such as:

- Regulation related to environment, by which there were 5 additional regulations and 1 deduction.
- Regulation related to occupational health and safety, by which there were 1 additional regulation and 1 deduction
- Regulation related to environment, by which there were 5 additional regulations and 1 deduction
- Regulation related to plantation, by which there were 1 additional regulation and 1 deduction
- Regulation related to manpower, where there was 1 additional regulation.

Company has the mechanism for evaluating the compliance toward related regulations for palm oil plantation through SOP on identification and evaluation over the legal aspect and the applicable regulation (PRO-BNM-005). The SOP explains that:

- Evaluation on the applicable regulation is conducted every 6 months
- Person in charge over the regulation's evaluation such as:
 - For plantation is binamitra manager
 - For occupational health and safety and environment is EHS manager

- For manpower is the HRD manager

For period 2015, company only conducted 1 evaluation on its compliance toward the applicable regulations. Moreover, company need to find the best time to perform evaluation based on the applicable procedure, which is every 6 months.
OFI No 2.

Status: COMPLY

2.2

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

National Land Agency/ BPN stated that there is no land revision within PT GMP. HGU certificate is still valid. Di PT PHP, there is no land-ownership related conflict.

PT Gersindo Minang Plantation

Total HGU owned by company is 3,600 hectare.

The HGU certificate No. 1 in 1997 on 18th September 1997, over an area of **3,600 hectare**. Certificate is applicable until 18th September 2027.

PT Permata Hijau Pasaman

Total HGU owned by company is 2,261 hectare.

- The HGU certificate No. 18 in 2005 on 31st March 2005, over an area of **1,014.40 hectare**. Sertifikat berlaku selama 30 tahun.
- The HGU certificate No 54 and 55 over an area of **1,247 hectare**, located in Nagari Sasak and Kapar, Sasak Ranah Pasisie Sub-district and Luhak Nan Duo Sub-district, Pasaman Barat District. Sumatera Barat Province. Certificate is valid until 20th November 2034.

The legal boundary area is clear. PT. GMP has 60 main poles. With 4 times maintenance in a year. Maintenance on 10th-11th August 2015. While, in PT PHP there are 46 Main poles and 26 second poles. Maintenance is conducted every 6 months. There was maintenance on 23rd December 2015.

Auditor evaluates the stake number XXXI (Block 59), Number 31 (Block 59) and number 32 (Block 58). The entire stake is maintained and clear. The nucleus estate is located side by side with smallholder estate.

Observation: Company needs to evaluate the condition of HGU stake based on schedule.

Beside, within the HGU area of PT GMP, there is a conflicted-area, such as between company and Anak Aia Mago/Muslim group and Pitan CS for about ± 132 ha, location Block 54. Base do field visit to block 54, its known that company could not manage the nucleus area of HGU based on the existing legality, as well as could not process the cultivated palm oil crop in Block 54. Now, the palm oil fruit is traded by farmer group Padang Tinggi Anak Aia Mago, which is being coordinated by Pitan and Muslim group for about ± 132 ha.

Tuntuan: This group submit civil suit over PT GMP, which covers an area of 1,800 ha and claim the Block 54 with the basic argument based on village letter on 10th June 2004.

There is a Road map for conflict resolution in Block 54, which was prepared on 29th December 2015, such as:

- On 5th March 2015 based on parliament commission I visit to Pasaman Barat for finding the resolution over Block 54 (Pitan CS) conflict. After the parliament commission I visit, there was a rising tension in the field, which is the land accusation at Block 54. The cultivated area hence being occupied by Pitan CS group by cutting the crop and cultivate the area with palm oil crop and orange. The land occupation and crop cutting have been reported to sectorial police office in Pasaman Barat District for further investigation, which until now is under the investigation process.
- On 25th August 2015 sectorial police office in Pasaman Barat thorough a letter number R/229/VIII/2015/Res-Pasbar asks National Land Agency to check the position of HGU No. 1 on 18th September 1997 that belongs to PT GMP (from Block 54 A to Block 54 H).

Company has reported the land conflict with Anak Aia and Lujur Dt. Basa farmer group to head of District, local parliament and National Land Agency in Pasaman Barat District through letter No. 014/GNP-BM/Set/III/2015 on 17th March 2015.

Moreover, company built conflict map with a scale of 1: 35,000, which explains the conflicted area in Lujur Dt. Basa, suit from local community's plantation at Block 54, suit from Dt. Basa and Muslim and Pitan.

Field visit to Block 54 reveals that company could not entirely manage the nucleus estate of HGU area based on the applicable legal document, as well as to process the cultivated palm oil crop at Block 54, at the moment, the palm oil fruit is being traded by Padang Tinggi Anak Aia Mago farmer group, which is being coordinated by Pitan and Muslim CS for about ± 132 ha.

Interview with the occupant/ smallholder at Block 54 reveals that they demands company not to interrupt their estate as the estate is the main livelihood source for community in Block 54, moreover because currently, the area is the only area remaining for local community to make a living. If company insists to take the area, local community will make any necessary action to prevent company's actions.

PT PHP I

Based on document's verification, explanation from the management as well as consultation with Kapar and Sasak community leaders, its known that there was land conflict within PT PHP 1 HGU area, but the conflict has been solved.

There is a chronological road map over Sasak's community leader demands over plasma plantation, which is located 2 km away from highway.

According to interview with Ninik Mamak Nagari Kapar and Sasak (Local Customary People) known that no evidence that company not using contracted security forces/paramilitary in maintaining peace to avoid escalation conflict.

Based on interview with company, its known that company has a commitment not to use violence or intimidation within its estate and mill's operation. In case of conflict potential, company will mainly use discussion approach with community leader, traditional leader, *ninik mamak* and local government. However, if the discussion approach does not work out, hence company will take a necessary legal actions. The highest structure of ninik mamak in Pasaman Barat District will be involved as a mediator for conflict resolution. For instance conflict resolution between PT PHP1 and KUD Rantau Pasaman Sasak related to area, which is located 2 km away from highway, Plasma Sasak in 2011, the case has been settled through discussion process on 25th November 2011.

Information from smallholder in Block 54 explained that company does not used harassment during resolve the conflict in this location. Company uses negotiated approachment and also involves all affected parties, includes customary people i.a: Ninik Mamak, Jorong, Wali Nagari, Head of Subdistrict and related stakeholders. There is no conflict raised between company and surrounding communities.

Status: COMPLY

2.3

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

PT GMP

There is a copy of hand over agreement over indigenous people land Nagari Lingkuang Aur / Silih Jariah tanah Ulayat Nagari from Pucuk adat and Ninik Mamak as well as traditional leaders to PT. Bukit Taun (first company before the merger with Gersindo) over the 3600 Ha area, which will become a nucleus estate on 5th November 1991 with amount IDR. 130,000,000, - . There is a copy of list and signature from Ninik Mamak and traditional and communities leaders, religious leader and local government officers during the agreement.

PHP1

There is a record of agreement between PT PHP1 and Ninik Mamak Nagari Sasak Penguasa Tanah Ulayat Nagari Sasak that covers the traditional land for about 8,500 Ha, which states that Ninik Mamak Nagari Sasak have handed the area to state based on the applicable regulation, furthermore PT PHP 1 will get the land ownership. Moreover, according to agreement, company will pay the Diisi Limbago traditional cost for about IDR 340,000,000.

There is an agreement record between PT PHP1 and Ninik Mamak Nagari Kapar, the owner of indigenous land in Nagari Kapar for traditional land of 1,600 Ha, which states that Ninik Mamak Nagari Sasak handed the land to state on 06th

February 1997 based on the applicable regulation handed the land business ownership to PT PHP 1. Furthermore, company will pay the hand over based on the applicable business regulation. There is a record of list and signature of Ninik Mamak and traditional leader who attend the agreement process.

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.**

Company has drafted the long-term plan for period 2014-2019. The document consists of information about Financials, Area statement, Crop, FFB Processed, Cost of production, (Estate Cost and Mill Cost), Plantation Development Cost, Capital Expenditure, Buildings, Workers Housing Requirement, Staff Requirement, Sustainability Implementation Costs and replanting plan.

Sustainability Implementation Costs (Schedule 11) covers the environment budget cost (such as for the implementation of environment impact assessment, peat management, conservation and protected area's management, maintenance and rehabilitation of riparian area, the compliance preparation over RSPO requirement for plasma plantation, Social (such as for the implementation of Sosial Impact Assessment, improvement of education program, scholarship, traditional activity cost and religio activity cost, conflict resolution, CD and CSR), Health and safety (First Aid, occupational health and safety symbols, occupational health and safety Training, occupational health and safety evaluation, certification and surveillance for occupational health and safety's audit and so forth), other related compliance expenses (cost for RSPO/ISPO certification).

PT GMP has drafted the replanting plan for the next 5 years. The replanting plan program can be traced through company's long-term plan for period 2012 – 2019. Meanwhile the replanting plan activity will be evaluated every year by considering the condition and target of the previous program. Meanwhile for replanting program, has been implemented and can be seen from below table:

Year	Plan (Ha)	Implementation (Ha)
2014	431.76	298.12
2015	431.76	296.74
2016	431.76	-
2017	431.76	-
2018	431.76	-
2019	431.76	-

Status: COMPLY

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

**4.1
Operating procedures are appropriately documented and consistently implemented and monitored.**

1. **PT. GMP and PT PHP corporate have a standardized procedure for their operation activity, such as:**
 - PRO-EST-002 (revision 01) on 15th October 2012 related to land Clearing with zero-burning approach
 - PRO-EST-001 (on 01) October 2011 on Nursery
 - PRO-EST-003 on 01 October 2011 on cultivation
 - PRO-EST-004 (revision 01) on 01st October 2011 on maintenance
 - SOP-EST-001 (revision 01) on 02nd April 2012 tentang pemupukan
 - SOP-EST-002 on 01st October 2011 on circle path and spraying
 - SOP-EST-003 on 01st October 2011 on selective wedding
 - SOP-EST-004 on 01st October 2011 on pruning
 - SOP-EST-005 on 01st October 2011 on monitoring over holistic pest attack.
 - SOP-EST-006 on 01st October 2011 on controlling bush
 - SOP-EST-007 on 01st October 2011 on harvesting in dangerous/ high risk area
 - SOP-EST-013 on 01st October 2011 on fire caterpillar management with virus

- SOP-EST-014 on 01st October 2011 on fire caterpillar management with fogging
- SOP-EST-015 on 01st October 2011 on horn beetle management
- PRO-EST-05 (revision 01) on 15th October 2012 on harvesting
- PRO-EST-07 on 1st October 2011 on holistic pest control.

2. Company has mill's SOP from receiving FFB to CPO and PKO dispatch, for instance:

- PRO-MILL-001 on 1st October 2011 on received FBB
- PRO-MILL-002 on 1st October 2011 on FFB's processing
- PRO-MILL-003 on 1st October 2011 on CPO and PK's storage
- PRO-MILL-004 on 1st October 2011 on CPO & PK delivery
- PRO-MILL-005 on 1st October 2011 on Workshop Mill
- PRO-MILL-006 on 1st October 2011 on local FFB's purchase
- PRO-MILL-007 on 1st October 2011 on Safety Observation
- PRO-MILL-008 on 1st October 2011 on Job Safety Analysis
- PRO-MILL-009 on 1st October 2011 on Safety induction
- PRO-MILL-010 on 01st April 2012 on accident investigation
- PRO-MILL-011 on 21st May 2012 on traceability for CPO production
- PRO-MILL-012 on 21st May 2012 on GHG Calculation
- PRO-MILL-013 on 01st November 2012 on immobile destruction source management.

GMP and PHP company have their internal audit document and report storage based on company's SOP. There is a report on internal audit, with document number: FRM-GEN-024 revision number 03, on 05th January 2015. Audit Internal is conducted every 2 years.

In order to ensure company's activity runs effectively based on the applicable procedure, company has its internal monitoring mechanism, such as:

- a. Plantation audit is conducted every 6 months with a scope of field operation audit that covers harvesting, maintenance (chemical and manual maintenance), road maintenance, facilities and infrastructure in estate area. In **PT GMP** the latest internal audit was conducted on 17th December 2015, in **PT. PHP2** was on 22nd December 2015.
- b. **Audit administration** every year with study scope such as the payment & wages issue, crop production analysis per Block, daily costing, warehouse and logistic, clinic. And the latest audit was conducted on 28th December 2015.
- c. **Internal audit for RSPO /ISPO** company conducted internal RSPO audit periodically every year. The latest audit was in December 2015.

The objective of examination and monitoring, apart from to maintain quality is also to ensure compliance toward SOP. Evaluation/ monitoring result is stated in written and being submitted to manager and head office for performance appraisal.

The company has had procedure of FFB Purchasing namely "Pembelian Tandan Buah Segar Kelapa Sawit (No 001/TBS-SOP/VIII/2015 tanggal 10 Agustus 2015)", approved by Country Head of WILMAR. The procedure states that all suppliers should be made an insurance to company that all of FFB sourced from their own land and not from forest land. To ensuring of third party FFB supplier are appropriate with the procedure, the company also check and verify through the field survey and make a record in "Formulir Survey Perkebunan Kelapa Sawit". This form consist of source location, address of supplier, size of area, year of planting and GPS coordinate from its location.

The GMP Mill receives FFB from third party, such as from PT. GMP plasma estate, PT. PHP and PT. Siak Prima Sakti (Wilmar Group) plasma estate. All the suppliers are recorded in the Monthly Report. There is an agreement for the third party FFB's supplier, such as:

1. Work agreement between Bank Pembangunan Daerah Sumatera Barat and cooperative (KUD) in AUR II area of Pasaman District and PT Gersindo Minang Plantation in term of costing, financial management and development of palm oil plantation with plasma scheme, product purchase and processing and technical guiding and shifting management for plasma scheme of KUD in AUR II area in Pasaman District. Agreement number: 158/DIR/UM/1094, 32/P/KUD/LA-II/94 & 33/GMP/SW/X-94, on 14th October 1994.
2. Work agreement between Permata Hijau Pasaman and cooperative (KUD) Permata Sawit Maligi for development, management and marketing of palm oil production with partnership scheme in Pasaman Sub-district – Pasaman,

Sumatera Barat Province.

3. Work agreement between Permata Hijau Pasaman and Serba Usaha Mutiara Bosa Sikilang (KSU MBS) cooperative in term of palm oil plantation's development with partnership scheme in Jorong Sikilang, Sungai Aur Sub-district, Pasaman Barat District, Sumatera Barat Province, with agreement number 041/PHP-DIR/PK-X/2006, On 10th October 2006.
4. The agreement for lending the processing between PT GMP and PT. Siak Prima Sakti (PT. SPS) with agreement number 006/TO-TBS/GMP-SPS/II/2015 on 02nd January 2015 that explains PT. SPS supplies FFB to GMP mill for processing the FFB into CPO and PK. The agreement regulates the processing cost per ton FFB, quality and quantity of FFB up to responsibilities and entitlement.

GMP mill presents the monthly report for received-FFB, which also indicated the recording of incoming FFB. For instance, in December 2015 with received recapitulation of FFB for PT. SPS amount 6,057.75 Ton; Plasma PT. GMP amount 2,645.29 Ton; Plasma PT. PHP amount 2,114.6 Ton. Daily record of FFB receives are available in Weighbridge Slip. All of its record has been appropriate with procedure of FFB Receive (No. Document: SOP-MILL-001), dated 28 May 2012.

Status: COMPLY

4.2

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

PT. GMP and PHP have the SOP for plantation maintenance, such as:

- Selective Weeding with document number: SOP –EST-003, valid since 01st October 2011
- Circle and Path Spraying No: SOP-Est-002, valid since 01st October 2011
- Controlling bush
- Holistic pest and disease control number: Pro-EST- 007, valid since 05th November 2012.
- SOP Monitoring on holistic pest attack number SOP-EST-006, valid since 05th November 2012
- SOP for maintenance No: PRO-EST-004, valid since October 2012
- SOP for harvesting No: SOP-EST-001, valid since 18th December 2015

Socialization on field activities has been conducted by company accordance with their procedures. Based on field observation and interview with spraying operator and manuring workers, it was found that all workers is understand how to apply fertilizer and herbicide appropriately.

1. Fertilization activity for period 2014 and 2015 as follows

a. PT. GMP

Type of Fertilizer	Program 2015 (Kg)	Actual applied (Kg)
NPK Super (13-8-27-4)	32.643	32.643
Borate	4.716	4.197
Super Dolomite	8.161	8.161
Kiesirete	-	-
Urea	20.971	20.971
KCL	23.668	23.668
CIRP	1.170	1.170
NPK Blue	75.421	66.555

b. PT. PHP

Plan and implementation of fertilization activity for period 2014 and 2015, such as:

Type of Fertilizer	Program 2015 (Kg)	Actual applied (Kg)
Borate	6.920	6.920
Super Dolomite	-	-
Kiesirete	34.970	34.970
Urea	31.889	31.548
KCL	35.256	34.326
NPK Blue	33.947	33.947

Based on field observation at Block 49A, found that EFB mulching is applied by workers with dosage 300 kg/palm. EFB mulching is one of soil fertility technique to increasing of soil nutrient and maintaining of soil humidity. Company applied an EFB mulching in well managed. Also for fertilizing programme, the actual application was appropriate with WILMAR research recommendation.

Soil and Leaf analysis in PT. GMP

Company has the evidence of Soil Analysis implementatio, which can be seen from report Ref: 19/tanah /XI/ 2015/GMP suhc as: Block 57C, within discs area 0-25cm, Ph H2O 4.47%, Cu 30.3, Zn 1,9, Mn 71.8.

There is soil type distribution that is available for indonesian taxonomy, such as: soil type Gleisol Tionik with a broad of 1,920.0 ha (53.3%), regosol District with an area of 16.01 ha (0,4%), Kambisol Distrik with a broad of 141, 2 ha (3.9%), Organosol Hemik with a broad of 1,235,0 ha (34,3 ha), tubuh air with a broad of 69,01 ha (1,9%). While for soil sample, PT. GMP has the Foliar Analysis Report by Emu Laboratory Wilmar such as: Block 15 in 1993, N 2.80, P 0,170, K 1.07, Mg 0.26, Ca 0,71. Minor element B 20.62, cu 4.75, Zn 14.62.

Soil analysis and PT. PHP

Company has the implemnttion evidence of soil anaylis report with refference No; 17/tanah/X/2015/PHP. Block 3D, within the disc area 0-25. PH H2O 5.28, Cu 2.2, Zn 6.5, Mn 97. Such as Foliar Analysis report by EMU ANALYSIS REPORT with a result, such as: Block 1 TTM 01 /2007. N 2.53, P 0.156, K 0.89, mg 0.16, Ca 0.68, B 20.11

Moreover, company has the management strategy for soil nutrient management, which is based on semi detail soil map.

PT. GMP

Company has the annual report of fertilizer’s utilization (Plan and implementation). For 2015, the sumary such as:

- a. Empty fruit bunches fertilization phase 1; January with a broad of 1,318 ha and application: 3,275.94 kg.
- b. EFB mulching application records in February: 7,271.22 (100%), in March: 9,491.76 kg (78.99%), April (11,553.42 ha), May 14,884 kg (67.89%), June 17,090 kg (99.87%), July 18,211kg (68.90%), August 20,211 kg (87.10%), September 29,855 (60.05%), November 32,646 kg (88.90%), December 26,535 kg (76.35%)
- c. There is the implementation map for empty fruit bunches application 1: 60,000
- d. Record of POME land application upto November 2015: 31,853.30 m3 apply for 132.05 Ha, or equal to 241.22 m3/Ha. Application in Block 28A, 28B, 29A, 47A, 48A, 48B, 48C.

Field observation on empty fruit bunches application at Block 49 A has been implemented for about 800 ton, with ratio 300 kg EFB/layer of application.

PT. PHP

Company has annual report ober fertilizer utilization (Plan and implementation) for 2015, which can be seen by below summary:

- EFB mulching for period October 2015: 2,960 kg at Block (Block 02B, 02c)
- EFB mulching for period November 2015: 2,958 kg. (Block02D, 02E)
- EFB mulching maps, scale 1:60,000
- Mill Effluent only applied in GMP Estate.

Status: COMPLY

4.3

Practices minimize and control erosion and degradation of soils.

Company has the marginal soil distribution map, such as: mineral soil, peat soil, and topografi. There is sufficient scale and legend. The marginal soil map is prepared by PARAMA AGRICULTURAL SOIL SURVEY (M) SDN. BHD.

PT GMP company has *Soil Map* with a scale of 1:30,000 that is available within its operation area, such as mineral soil (56.4%) and peat soil (44.4%). The map explains the depth of peat level, such as: peat with a depth of less than 1 meter over the area of 274.2 ha or 6.6% and peat with a depth of 150cm-300cm with the broad of area around 1,497.2 ha or 37.2%. Based on soil map, company categorises peat area with a depth of 150cm-300cm as marginal soil, with total area 1,497.2 ha or 37.2%. apart from the aforementioned data, PT. PHP has soil map with a scale of 1:30,000 that is available within its operation area, such as mineral soil (28.6%) and peat soil (72.4%). The map also explains the class of soil, such as: Bayas (910.49 ha) or 73.2%, Sabrang soil with a broad of (21.59 Ha) or 1.7%, Ular soil with a broad of (311.54 ha) or 25%, the unnamed soil (0.72 ha) or 0.1 %, hence the grand total is 1,244.34 ha, or 100%.

Based on semi detail map for PT. GMP and PT. PHP work area is flat (0-4%), subsequently, there is no management for sloping area. This findings is also strengthened with field verification result in PT. GMP and PT. PHP's area during the ASA-02.

Below is the road maintenance program for PT GMP and PT PHP

PT GMP has a road maintenance program PT. GMP Phase (II) in 2015 with document number FRM-EST-039. With contain such as:

- Maintenance (Compector). Block 27-34 M5 February :Road Plan = 3,000 meter, Real = 3,000 Meter.
- Road Maintenance (Compector): Block 42-48 M6 February: Road Plan = 3,000 meter, Real = 3,000 Meter
- Main Drain Block 1-5 length of road is 1000 meter, which has been implemented.

Road maintenance for phases III in 2015.

- Main Collection Drain: progress 1000 meter has been implemented at Block 55
- Main Drain at Block 25-26: 1100 meter. For main drain in Phase III which mostly unimplemented due to high rain fall rate in December 2015.

Meanwhile for PT. PHP

- Collection Road Block 01 s,d 21, length of road 65.265 meter, in January 2015 has been implemented for about 9,900 meter. And in February about 0, in March 6,300 meter, in April 14,100 meter, in May 7,800 meter, June 10,200 meter, July : 7,200, August: 3,600 meter, September 3,900 meter, October 6,400 meter, November 3,300 meter.
- Main Drain Block 01-21: in January = 5,100 meter, August = 8,700 meter, October = 300 meter.

Based on field observation at PT. GMP and PT. PHP, road and trench maintenance program has been implemented. Particular for FFB transportation road at PHP-1 Estate, it was sighted that road are less maintain in several location. Estate manager has confirmed that its location is impact from flooding during rainy season in the end of last year (2015). An objective evidence of flooding circumstances by minutes of photographs, including program and actual implementation has been provided in place by unit management.

The implemented activity based on field verification result such as:

PT GMP had established 30 bund off with water flow system to maintain the surface water level, which is 75 cm and weekly monitoring. Based on field observation result on 21st January 2016 on 30 bund offs, the measurement result was around 49 cm to 60 cm. While the average was about 50 cm and there was a low average at Block 1A (collection drain) and Block 12c (collection drain). Moreover, there is also report for nut crop for replanting area in Phases II Block 33 on 03rd July 2015 with the total broad of nut crop cultivation about 387.17 ha.

PT PHP 1 has established 21 bund offs aith water flow system to maintain the surface water level, which is 75 cm and weekly monitoring. Based on field observation result on 21st January 2016 at Block 16A bund off no 18 with water level about 50 cm, at Block 15c with water level about 50, Block 15B bound Off number 20 with water level about 60, heance the verage measurement was around 50-55 cm. The average measurement was about 50 cm with the low measurement result at Block 16A and the average high measurement at Block 15B.

There is a map for lowland area with a scale of 1:40,000 that explains the flooding risk, which was prepared by SAP database in November 2015. Company has an efforts to build drainage before replanting. Company takes this effort in order to reduce the increase of water debit due to replanting activity. Moreover, there is a drainage map with a sclae of 1:30,000 that belong to PT.GMP for replanting area. The length of Collection Road is 178,920 meter, the lenght of Main Drain is 41,059 meter, Collection Drain 183,408 meter, Field Drain 2,882 meter, and Main Drain 33,585 meter.

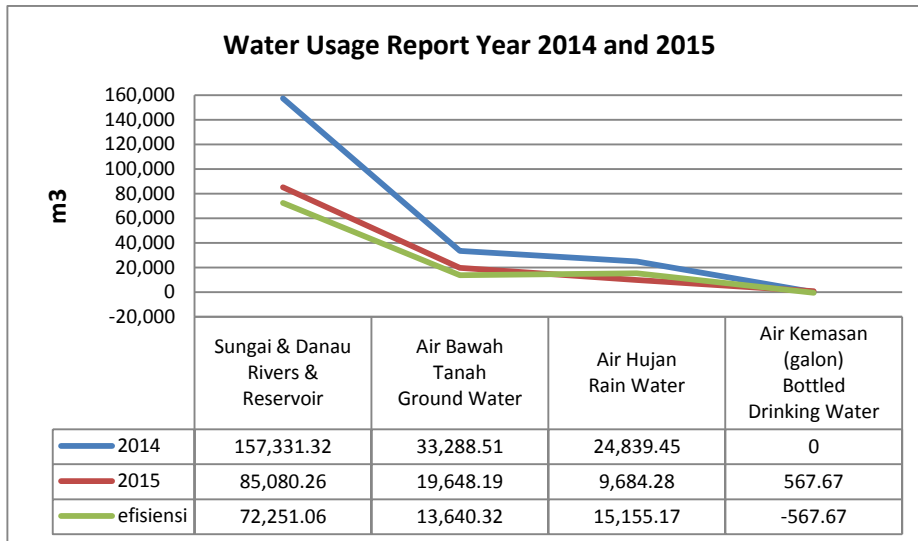
The management strtegy for fragile area or marginal area during the surveillance activity. There is no revision based on company's semi detail soil map. The implementation is using SOP for peat area's management and monitoring for an appropriate palm oil cultivation.

Status: COMPLY

4.4

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

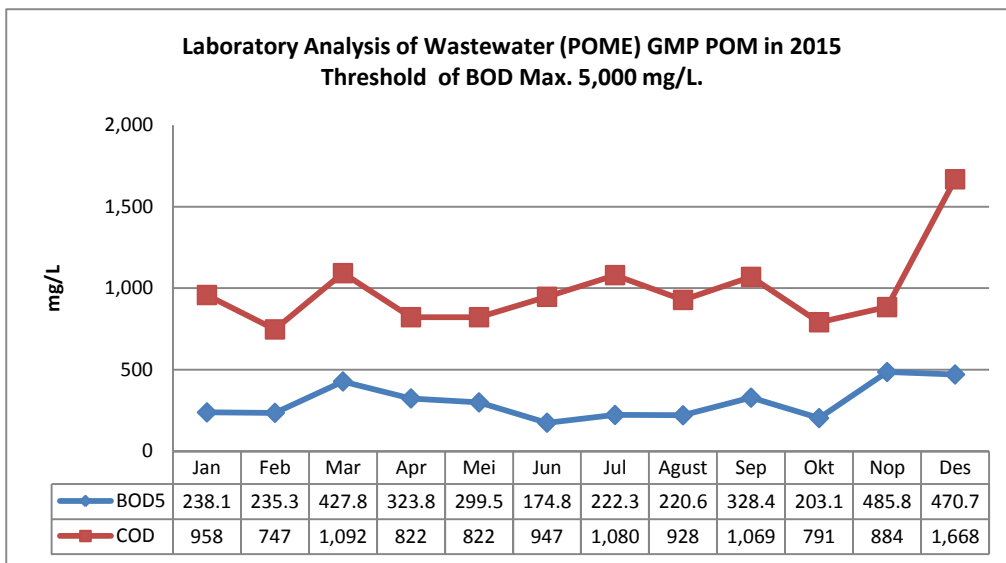
Water management plan for estate and mill's area is available in a form of PT. GMP and PT. PHP's Water Management document. The identified water source covers Batang Pasaman River (for mill's Reservoir), artesian well and rainwater. Personnel's drinking water need comes from packaged-water. Based on water utilization report in 2014-2015, it's known that PT. GMP is efficient to use of water in 2015.



Identification of water source and wetland in PT. GMP such as: swamp area and riparian of Batang Pasaman River. Field visit result on 19th January 2016.

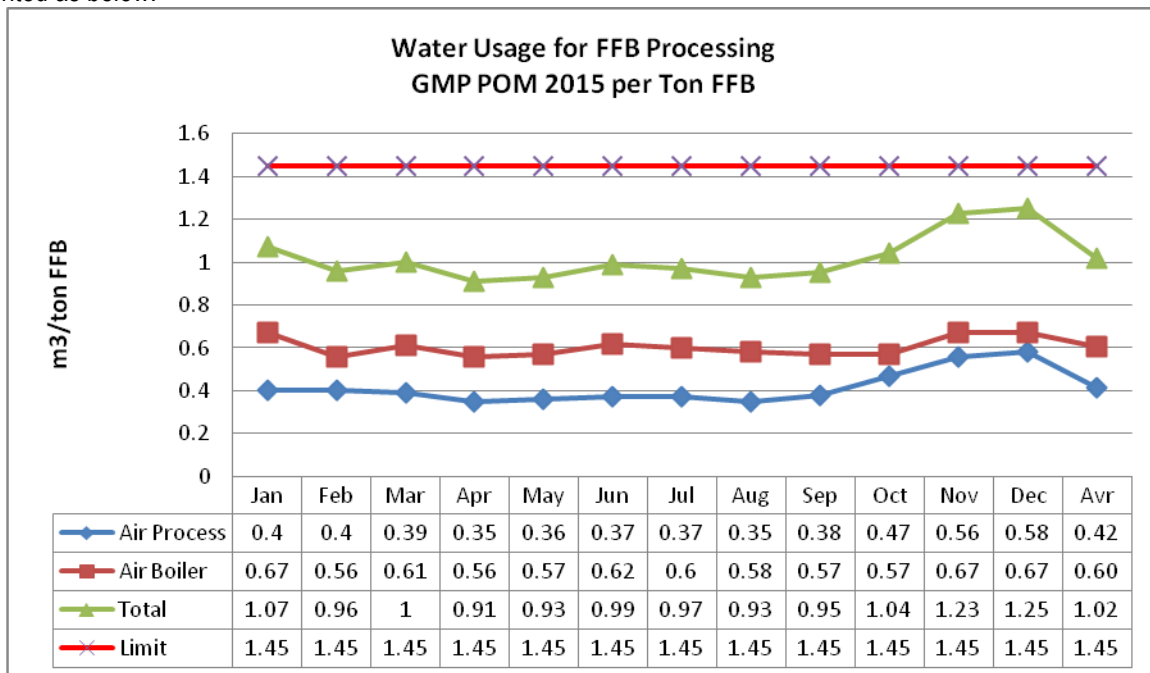
Block 76b: the production area is side by side with HCV 4 area (swamp area), perimeter for swamp area's protection through non-agrochemical. Swamp area as buffer zone and control zone to manage run-off from Batang Alin River (in a west side of PT. GMP HGU) agrochemical: the boundary of southern HGU area, which is included in riparian of Batang Pasaman River and replanting location 2015. There are 5 trees being sustained (did not replanted) and the installation of stake from wood to prevent cliff erosion due to river's water run-off. The restoration of riparian area has been conducted by cultivating bamboo (the latest cultivation was in 2015).

Related to liquid waste management, GMP mill has the installation of liquid waste management, which has been integrated with liquid waste application to estate area. Monitoring and examination on liquid waste have been periodically conducted by the accredited-laboratory BARISTAN Padang for period January – December 2015. The standard quality: based on Ministry of Environment Decree No. 29 in 2009, **BOD Maks. 5000 mg/L**.



Based on the aforementioned examination result, it is known that the BOD and COD level for liquid waste in mill that has been applied to the area was below the applicable standard threshold.

The procedure of water utilization for mill's processing in GMP has no revision. The water utilization record for mill is presented as below:



Based on the graphic, it's known that water utilization for mill's processing in GMP mill is so efficient and under the management's standard threshold. Based on field observation at Water Treatment Plant, it was clearly sight that flow meter unit in well maintained.

Company has a license to use surface water in PT. GMP for mill's water requirement with decree number 540/534/SIPA AP-DPE/2012 on 07th August 2012 that valid for 3 years (06th August 2015). Company has proposed the extension of water utilization license on 31st July 2015 with letter number 03/GMP-RO/BM-Ext/VII-2015 to head of Mining and Energy Agency in Pasaman Barat district. Moreover, company ensures the re-registration of water utilization permit, which has been expired. **OFI**

Status: COMPLY

4.5

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

Based on observation result on pest and disease census, it's known that there is no attack and disease symptom above the standard threshold. As an anticipation to prevent leaf eater caterpillar's attack (UPDKS), company cultivates and maintains beneficial plants (*Turnera Subulata* and *Antigonon leptosus*). Moreover, in order to prevent rat attacks, company uses organic control by using owl as natural predators (there are 5 owl barn hut in PT. PHP and 5 barn box in PT GMP). PT. PHP had delivered training on pest and disease management on 14th April 2015 with total 9 participants.

For training implementation, PT. GMP has conducted the holistic pest control and census based on holistic pest and disease monitoring result for period October 2015, for instance:

- Training on integrated pest management on 5th October 2015. Was conducted at PT. GMP with subject: the sign/symptom of pest and disease infestation and census technic. Total participants was 6 person, including personnel and supervisor.

- There is a document of Sensus summary result EWS along with the percentage of infested level such as:

Census for the forth period in October 2015.

- Phases 1: pocket caterpillar=0. Fire caterpillar 0, ganoderma 36, termite 14, rats 35, horn beetle 11.
- Phases II: pocket caterpillar 0, fire caterpillar 11, Ganoderma 74, termite 4, rats 20, horn beetle 8.
- The total number of owl (*Tyto alba*) at PT. GMP is 4 owls, in Division 1,2,3,4.

PHP has minutes of meeting for training socialization on EWS (*Early Warning System*), on 19/1/2015 which covers:

- Introduction of type of disease that infested palm oil plantation
- Integrated pest detection method
- Proper census method for pest and its recording
- Pest infestation report
- Prevention actions in case of pest infestation occurrence
- Total participant was 6 persons

Pest management control in particular for rhinoceros beetle (*Oryctes rhinoceros*), the company has implement of pheromone trap by using pheromone synthetic.

Based on interview with personal in charge regarding pest controlling by using barn owl, the ratio for barn owl boxes is 1:30 meaning 1 BOB covers for 30 Ha of area.

Other pest's management control also verified to the workers onsite by direct interview, and auditor concludes that procedure of pest management control has been understood by workers.

Status: COMPLY with OFI

4.6

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

Company has a record for types of pesticide (November 2015) based on recommendation from KOMPES green book 2014, as follow:

GMP Estate:

Name of Pesticide	Active Material	Characteristic	Registration number	Class
Glysat 480 SL	Isopropilamina glifosate 480 g/l	Systemic	RI.01030120072940, 6th July 2017	III
Tiara 20 WG	Metil metsulfuron 20 %	Systemic	RI.01030120124525, 4th January 2018	U
Starlon 665 EC	Triklopir Bukoksi Etil Ester 665 g/l 480 g/l	Systemic	RI.0103 0120072899, 06th July 2017	III
Glinat 150 SL	Amonium Glufosinat	Systemic	RI. 01030120124465, 04th January 2018	III

Ken Amine 865 SL	2,4-Dimetil Amina 865 g/l	Systemic	RI.1113/12-2008/T, 15th January 2017	III
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FUNGICIDE

Dhitane M-4 80 Wp	Mancozeb 80 %	Systemic	RI.010201197459, 10th August 2016	U
Matador (Insect)	Lamda cyhalotrin 25 g/l	Contact	RI.01020120052228, 22nd June 2018	U

PT. PHP

Company has implemented the holistic pest control, such as:

- The implementation of pest and disease detection program in 2015, which has been periodically conducted every 3 (three) months and in case of attack occurrence, the detection will be conducted every month. For instance the program in December 2015, which was conducted on 03rd December 2014 at Block 12.
- Maintenance activity for *Turnera Spp (bunga pukul delapan)*, which is conducted every 2 (two) months, for instance the maintenance at Block 09 on 8th March 2015.
- Monitoring on *Tyto alba* population (owl) that has been periodically conducted every month, for instance the observation on 10th December 2015 at Block 14 (barn hut No. 1), and Block 21 (barn hut No. 2) with a result that there is no egg, owl and owlet. Moreover, there is a location map for barn hut.

Below is the list of applied-pesticide by PT. PHP in 2015:

Name of Pesticide	Active Material	Characteristic	Registration number	Class
Glysat 480 SL	Isopropilamina glifosate 480 g/l	Sistemik	RI.01030120072940, 6th July 2017	III
Tiara 20 WG	Metil metsulfuron 20 %	Sistemik	RI.01030120124525, 4th January 2018	U
Lindomin 865 SL	2,4-D Dymethyl amina	Sistemik	RI.0103011989867, 23rd June 2016	II

Company has a monitoring record of pesticide used that reported periodically every month, resume of PT. GMP as follows:

- Glysat 480 SL with active ingredients Isopropilama glifosate, LD (50) 1378-1581 mg/kg of weight ; LD50 (skin): >2000 mg, volume of Glysat used: 73 L with contains of active ingredient: 10.95 L. This is equal with 1.15 gram/MT FFB and applied for 1,38 gr/ha.
- Ken Amine 865 SL, volume used: 0,035 gram/ha, or equal 0,025 gr/MT FFB.

For PT. PHP, total Glysat used is 1.25 gr/MT FFB or 4.12 gr/Ha.

Company has a record of pesticide utilization that covers type of pesticide, the active material, broad of application, total utilization per hectare and the target. Based on document's review, its known that pesticide utilization has been inline with the recommendation from supplier, such as:

- Pesticide utilization in PT GMP in December 2015 such us, pesticide type (Tiara), with an active material (12.36 gr/ha), broad of application (186.05 ha), dose (61.78 gr/ha) and the target (broad leaf weed).
- Pesticide utilization in PT PHP in December 2015 such us, pesticide type (glysat), with an active material (480 gr/ha), broad of application (86.30 ha), dose (1.69 l/ha) and the target (narrow leaf weed).

According to verification on document, interview and field observation during ASA-2 it was clearly that no WHO Type 1A and 1B or list of Stockholm and Rotterdam Convention was found, includes paraquat.

GMP has a certificate record for training on chemical utilization and tank calibration as well as spraying tools. The training was conducted by internal team of Wilmar Group company, which was followed by 20 personnel of PT. GMP and they earned the certificate. Moreover, training document number :FRM-GEN-005 on 26th June 2012, indicates that training was attended by spraying group PHP II, PIC, staff and occupational health and safety expert.

Meanwhile, PT PHP has a record on training certificate for chemical and tank calibration as well as spraying tools. The internal team of company delivered the training and 24 personnel from PT. PHP attended the training. Besides, there is also a training document number: FRM-GEN-005 on 27th June 2012.

Field observation of hazardous waste storage in PHP-1 Estate, known that the storage has had official license. Type of hazardous waste stored i.a: used engine lubricant (0.22 MT), used engine filter (0.027 MT) and contaminated material (0.36 MT). Besides, hazardous waste storage in GMP Estate contains of used engine lubricant (0.032 MT), battery (0.030 MT), used lamp/light tube (0.040 MT), contaminated gloves (0.031 MT).

Moreover, the temporary hazardous waste landfill personnel have been equipped with PPE and received medical examination periodically.

Interview with Environmental Agency in Pasaman Barat District indicates that company has periodically submit its hazardous waste balance (balance and manifest). Besides, until now, there is no issues and report from other parties about the negative impact toward environment due PT GMP and PT PHP's mill and estate operation activities.

Company has risk management related to negative impact from pesticide application, document number FRM-EHS-007 on 01st October 2011. Below is the description:

1. Pesticide mixing and spraying.

- Chemical mixing should be conducted in warehouse.
- Identification aspect: chemical spill over, used-chemical package, smell, liquid waste from washing, incomplete PPE, insecure packages.
- Risk control: SOP for hazardous chemical spill over, SOP for hazardous waste management.

Based on interview with the management of PT. GMP and Pt. PHP reveal that there is no pesticide application from air or using aircraft.

Company has a brief socialization to the smallholders on 20th August 2015, with material contains:

- Spraying techniques in appropriate manner, such as dosage of pesticide, time and target in properly. Announce of limit area for spraying in buffer zone area (25 meter on both sides of small watercourse) or 50 meter both sides of main rivers.
- Minutes of socialization on 15 July 2015 regarding fertilizer application in appropriate manner. Attended by 15 persons of smallholder.

Company is conducting annual medical examination periodically. There is evidence for periodic medical examination. For instance in 2015, which was conducted on 14th -17th September 2015 by UPTD, HIPERKES bureau and occupational health and safety, with result:

- Cholinesterase examination in blood serum in PT.GMP-POM with total 7 participants, and all result is normal.
- Cholinesterase examination in blood serum in PT.GMP-Estate with total 78 participants, and all result is normal
- Cholinesterase examination in blood serum in PT.PHP with total 79 participants, and all result is normal

HIPERKES recommends personnel who have minor ear problems to wear PPE when they are working.

Based on interview with spraying personnel in GMP Estate and PHP Estate 1, it is known that company checks personnel health annually and during the field visit, it is known that personnel are wearing PPE when they are working based on the potential risk. Also informed by workers and medical officer that no disease symptom occurred caused by pesticide application.

Moreover, there are neither pregnant nor lactating female pesticide applicators. Hence, interview with female spraying applicators in Division 1, states that pregnant and lactating female applicators are prohibited to perform spraying activity and have a contact with pesticide and herbicide. The reason behind this prohibition is medical reason. Based on supervisor attendance sheet in division 1 A, on 20th June 2015 there is one pregnant female spraying applicator who is taking the 3 months leave. Her position is a permanent daily workers (KHT).

Status: COMPLY

4.7

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

Company has a policy related to the latest occupational health and safety, which was approved by Country Head on 22nd May 2015 that explains company's commitment on the implementation of occupational health and safety within company's operation. The occupational health and safety plan is mentioned in guiding committee of occupational health and safety for period 2015 and 2016 in GMP Estate, GMP POM and PHP Estate 1 such as the monthly meeting plan of guiding committee of occupational health and safety, evaluation on fire extinguisher tools, fire training, first aid training, safety patrol. Company can present the guiding committee of occupational health and safety's work plan, including minutes of guiding committee of occupational health and safety's meeting, fire extinguisher evaluation, fire simulation and first aid.

Company is conducting risk identification for its entire operation activity, which is recorded in document of aspect identification and environment impact evaluation as well as risk analysis and occupational health and safety analysis, which have been reviewed on December 2015 and explains risk identification for each type of work and hazard & potential impact as well as to set the control mechanism.

Training on safe work

Company gives training on safe work for its personnel, there are record for the trainings, such as:

- **GMP POM:** Training on Sortation on 23rd December 2015 for 13 personnel that explain the sortation procedure, the utilization of PPE as well as to work based on ergonomic.
- **GMP Estate:** training on manual maintenance technic, spraying and fertilization on 26th February 2015 to 53 personnel in order to explain work procedure and the utilization of PPE.
- **PHP Estate 1:** Training for spraying team and warehouse staff on 20th May 2015, which was followed by 22 personnel. Training was related to pesticide's utilization and mixing.

PPE's hand over

Company provides PPE based on work risk identification and there is PPE's handover evidence to personnel. For instance:

- **GMP POM:** PPE's grant to 4 processing personnel in July 2015; such as earplug and mask.
- **GMP Estate:** PPE's grant to 38 harvesting personnel on 10th September 2015; such as safety boots and hook sack.
- **PHP Estate 1:** PPE's grant to 35 maintenance personnel on 25th June 2015; such as safety boots.

Based on field visit to GMP estate, PHP estate and GMP mil, the entire personnel wear PPE base don risk analysis. For instance spraying personnel wear PPE such as helmet with face protector, mask, apron, safety boots, rubber gloves. Moreover, personnel also explain that company delivers training related to safe work procedure. For instance interview with harvesting personnel reveal that company delivers harvesting safe work procedure, including the PPE's utilization, safe work procedure for cutting the fruit and midrib, and fruit transporting to harvesting path.

Organization in charge on occupational health and safety and meeting

PT. GMP

Company has the approval on guiding committee of occupational health and safety's organogram revision for PT GMP that has been approved by head of Social and Manpower Agency in Pasaman Barat District, with letter No: 560/03/DSTK-TRANS/2015 on 09th June 2015 related to the revision of guiding committee of occupational health and safety's organogram of PT Gersindo Minang Plantation in Pasaman Barat Disrict with guiding committee of occupational health and safety's secretary Mr. Ir Zainul Bahri, with registration number: 6589/PK3/AJ/13/2013/ PI on 12th May 2014 and Rahmadani Ramli Amd, with registration number: 6589/PK3/ AJ/13/2013/PI on 12th May 2014. Both personnel are general occupational health and safety expert that have been registered on behalf of PT Gersindo Minang Plantation.

PT. PHP

Company has the approval on guiding committee of occupational health and safety's organogram revision for PT PHP that has been approved by head of Social and Manpower Agency in Pasaman Barat District, with letter No: 560/05/

DSTK-TRANS/2015 on 27th October 2015 related to the revision of guiding committee of occupational health and safety's organogram of PT Gersindo Minang Plantation in Pasaman Barat District with guiding committee of occupational health and safety's secretary Mr. Hairul Hadi with decree No. KEP.7787/M/DJPPK/VII/2014 on 16th July 2014, who is registered in general occupational health and safety expert on behalf of PT Permata Hijau Pasaman.

Based on interview with Manpower Agency in Pasaman Barat District, company has the organogram and occupational health and safety expert based on the applicable regulation.

Company conducted meeting related to occupational health and safety, which was conducted by guiding committee of occupational health and safety every month and being recorded in minutes of guiding committee of occupational health and safety meeting. For instance:

- PT. PHP Estate 1: Meeting in December 2015, which was conducted on 12th December 2015 that was attended by 21 personnel to discuss work accident and disease due to work, PPE's compliance, socialization and training activity as well as discussion on environment and health in working area.
- PT. GMP Estate: Meeting in December 2015, which was conducted on 4th January 2016 that was attended by 14 personnel to discuss work accident and disease due to work, PPE's compliance, socialization and training activity as well as discussion on environment and health in working area.
- PT. GMP POM: Meeting in December 2015, which was conducted on 24th December 2015 that was attended by 14 personnel to discuss working tools' management, PPE utilization for contractor, hygiene of working environment.

Emergency response

Procedure related to emergency response - which does not have any revision from the previous assessment - Number: PRO-EHS-005 on 1st October 2011 related to emergency. Company deliver training on emergency situation for its personnel periodically, such as emergency fire extinguisher and hydrant utilization, training on field & building fire management as well as first aid training. Company's fire extinguishers' management remains the same with the previous surveillance result. Moreover, in order to ensure that fire extinguishers are in good condition, company is conducting monthly evaluation. Based on evaluation in December 2015, it is known that the entire tools are in good condition.

Based on field visit to GMP mill, personnel could demonstrate the preparation of fire extinguishers and the mechanism to stop fire by using hydrant. The entire fire extinguisher in mill such as APAR and hydrant are in good condition. Field visit to GMP estate and PHP Estate 1, the spraying supervisor brings first aid box and could explain the first aid procedure for small injury.

Health Insurance

Company registers the entire personnel in manpower social insurance scheme, which covers work accident insurance, death insurance and pension insurance. Document's review reveals that the entire personnel have been registered into manpower social insurance. Moreover, company could present the evidence of manpower social insurance monthly payment receipt, for instance:

- PT. GMP: payment receipt for November 2015, which has been paid on 15th December 2015 through Bank Mandiri with total 581 daily fix term personnel, 60 monthly personnel and 140 BHL.
- PT. PHP-Estate 1: payment receipt for November 2015, which has been paid on 15th December 2015 through Bank Mandiri with total 242 daily fix term personnel, 28 monthly personnel and 44 BHL.

Based on interview with personnel in GMP POM, GMP Estate and PHP Estate 1, it is clear that the entire personnel have the membership card of manpower social insurance.

There were also evidence of insurance claim that shown to the auditor, related traffic accident by workers on 7 April 2015. The company provide the result of investigation record, claim insurance slip, and payment insurance slip from Social Insurance Agency (BPJS Ketenagakerjaan).

Accident Record

Company records the entire work accident on its work accident recapitulation report, which is attached on guiding committee of occupational health and safety. The work accident record covers: the detail of accident, the injured-part, and number have lost day, the chronology of accident, curative action and deadline. There is a sample for work accident report for period October-December 2015:

- GMP POM: there was no accident.
- GMP Estate: there was an accident in November for about 2 cases, however there was no work loss day due to those accidents, only first aid treatment.
- PHP Estate: there was an accident in October for about 4 cases with total 6 work loss days; accident in November for about 5 cases with total 14 work loss days; accident in December for about 3 cases with total 5 work loss days.

Apart from that, company also could present the follow up actions and investigation on work accident on notification form of accident, which describes the detail of victims, time, type, chronology as well as the curative actions plan.

Status: COMPLY

4.8

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

Company has training need analysis for its staff and personnel. The planned-training covers the RSPO criteria and principles, including environment aspect, emergency response, operational activity up to occupational health and safety. For instance, in 2016 company has a plan to conduct trainings, such as: harvesting training & sortation training, fertilization training, spraying technic training, fire extinguisher, occupational health and safety and environment, first aid. Moreover, company also points out its training program in 2015 that had been implemented based on scheduled-plan.

Company presents the training document for each personnel, from staff, monthly personnel up to daily personnel, which is recorded in training record document. For instance:

PT. PHP Estate 1:

- Training record on behalf of Mulawarman as harvesting staff, who had received training on harvesting technic on 20th March 2015.
- Training record on behalf of Jumjadi as harvesting supervisor who had received training on harvesting technic on 20th March 2015 and first aid training on 19th November 2015.

GMP POM

- Training record on behalf of Supar as Boiler Operator, who had received training on steam engine operator on 10th April 2013 and training on SOP for Sterilizer & SOP for Boiler on 17th March 2015.

GMP Estate

- Training record on behalf of Rahmadi as harvesting supervisor, who had received training on harvesting quality on 21st October 2015, training on fire extinguisher on 22nd November 2015 and first aid training on 21st November 2015.

Based on interview with harvesting supervisor in GMP Estate and PHP Estate 1, its known that personnel received various trainings, including first aid training.

Status: Status: Fulfilled

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.

Based on the addendum of environment document that belong to GMP mill in 2014, where there was an addition of one unit boiler, and the addition of one unit steam turbine and the plan to build methane capture installation. Field visit in mill's area, the establishment process of methane capture installation has been started.

Meanwhile in GMP estate unit, the entire responsibly as required in environment document has been well implemented. For instance the replanting activity. Based on field visit to replanting area at Block 53, the replanting activity has been

conducted with mechanic approach. The establishment of trench/drainage at cultivated Block was using excavator as part of water management. This was due to the location of GMP estate, which is lay in 0-2 % sloping area, with a high rainfall that makes the water not submerged at the block. The replanting aspect has been reviewed in environment identification aspect and evaluation document as well as risk and hazard analysis on occupational health and safety in PT. GMP (No. Doc: FRM-EHS-007), on 7th December 2015.

For estate unit in PHP-1, the implementation of environment responsibility has been conducted based on the existing environment document. The most important thing to be managed in PHP-1 is water management in peat area. While for the implementation, auditor will make a field observation at Block 16A, 15B and 15C Phase-2 related to *bund-off* installation and three peat subsidence measurement stakes at Block 17B, 16A and 14D (refers to picture).

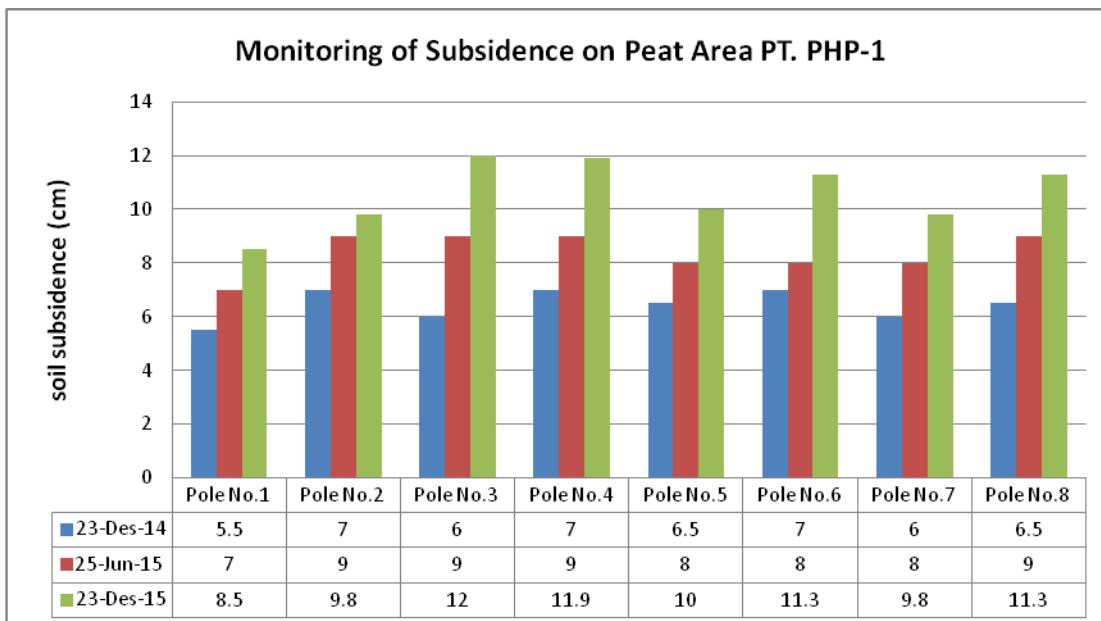


Picture 1. Bund Off No. 19 in Block 15C Phase 2, PHP-1 Estate



Picture 2. Subsidence pole No. 6 in Block 16A Phase 2, PHP-1 Estate

The monitoring record of peat subsidence in PHP-1 is presented in below graphic:



The implementations report over environment management plan and environment-monitoring plan have been submitted periodically every semester (PT. GMP and PT. PHP) to related agencies. In general, company manages environment, monitors and implements its management and monitoring plan.

Status: **COMPLY**

5.2

The status of rare, threatened or endangered species and other High Conservation Value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and operations managed to best ensure that they are maintained and/or enhanced

Identifications of HCV in PT. GMP and PT. PHP have been conducted in 2012 by AKSENTA consultant. The identification led by *RSPO HCV approved assessor*. The identification on HCV attribute and its broad such as:

GMP

The broad of indicative HCV area from AKSENTA:

- The corridor of Batang Pasaman River (total broad = 1 km or 500 m in the right and left side of river): erosion and sedimentation (HCV 4.2) with a broad of 163.10 Ha.
- Water swap area (Block 63, 64, 65, 75): Refugium for unit wildlife ecosystem, flood control, sedimentation control (HCV 1.4; 3; 4.1; 4.2) with a broad of 118.79 Ha
- The broad of HCV in PT GMP nucleus estate is 281.89 Ha.

The broad of HCV is definitive and set by PT GMP’s management through delineation of coordinate spots based on appointment letter number: 025/GEM-PSM/Int/I/2014 (1st December 2014) with a broad of 54.63 Ha.

PHP

The identification result over HCV area in nucleus estate in PT PHP:

- Water swap area: refugium of wildlife, uniques ecosystem, and flood control (HCV 1.4; 3; 4.1) with a broad of 13 Ha.
- Riparian of Alin river: erosion control (HCV 4.2) with a broad of 23.2 Ha.

The broad of HCV are in nucleus estate in PT PHP is 36.2 Ha.

The broad of HCV is definitive and set by PT PHP’s management through delineation of coordinate spots based on appointment letter number 026/PHP/DM-PHP2/Int/I/2013 (1st January 2013) with a broad of 1.92 Ha (Block 5 & 23 PHP-2).

Field visit in HCV area in PT. GMP such as:



Picture 1. HCV area of Freshwater swamp, Block 75/76, GMP



Picture 2. HCV area of Freshwater forest swamp



Picture 3. Primate in forest Block 62, GMP



Picture 4. Eagle in forest Block 62, GMP

The evidence that audit team encounters some wildlife during field visit in GMP estate (19th January 2016) indicates that the HCV area is well maintained. Meanwhile for PHP-1 estate, there is no HCV area being identified.

Well-trained personnel in both units have continuously conducted the monitoring and socialization of HCV, every month. The entire monitoring result is stated in HCV report and submitted to company's management.

Status: COMPLY

5.3

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

The identification result over waste source from mill and estate such as: organic, inorganic and hazardous waste. Particularly for hazardous waste, both companies (PT. GMP and PT. PHP) have the licensed hazardous waste warehouse and work agreement with licensed hazardous waste transporter.

Based on field visit in hazardous waste warehouse in GMP Estate and mill (19th-20th January 2016), the entire waste is collected based on its classification. MSDS and monitoring (logbook) of hazardous waste is always available and updated based on the incoming and outgoing waste in warehouse. The waste stock in warehouse based on observation, such as: used-oil (100 L), used-spill kit (2 units), used-accu (13 units), used-agrochemical packages (110 units), used-filter (30 units).

Meanwhile the field visit at hazardous waste warehouse in PHP-1 estate, volume and the availability of hazardous waste are almost entirely have been sent to licensed collector. The available waste stock in hazardous warehouse is only oil filter (3 units). Medical waste handover from company to licensed transporter has been inline with the minutes of hand over number 062/KLK-PHP/IX/2015 (16th Sep 2015). Medical waste handover from clinic PHP-1 to PT. AMP amount 3 kg with detail of waste such as: Kaas fibre and cotton (2 packs), Ampul (6 pcs), Sruit (80 pcs), Needle (20 pcs), Flacon (15 pcs), Handsound (10 pcs), Botol Boorwater (10 pcs).

Meanwhile the domestic waste management is divided into organic and inorganic waste. Both companies implement the separate waste disposal. The waste bin for inorganic waste is not covered with plastic mulching.

Based o field visit to landfill at Block 3A (GMP) and Block 14E (PHP-1), its known that the implementation of waste management has been inline with the applicable procedure and environment impact management for both companies.

Status: COMPLY

5.4

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

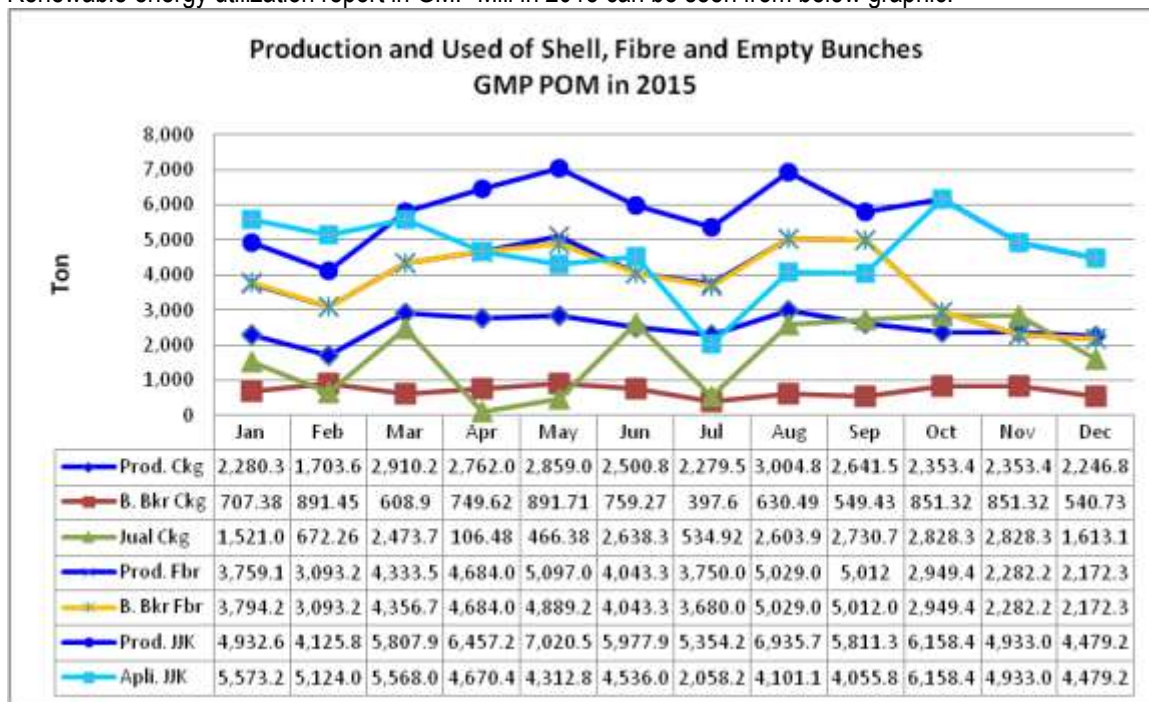
Company had studied the utilization of re-new able energy (fibred and shell), which has been used as fuel for boiler in mill. Based on energy efficiency calculation in GMP mill for period January to December 2015, its known that total fiber utilization is 45,985.76 ton and shell is 8,429.22 ton, which generated turbine energy amount 3,830,644.8 Kwh.

Subsequently, company could save diesel fuel amount 1,149,193.44 Liter for generator.

Based on mill's visit, company implements the utilization of fiber and shell as boiler's fuel to run the turbine for generating electricity. Based on interview with engine room's operator, generator only works when mill performs the processing activity.

The plan to increase fuel efficiency for GMP mill through the optimization of renewable energy usage from palm oil waste. Apart from that, GMP mill is also starting to establish Methane Capture installation as part of company's responsibility to reduce the GHG emission.

Renewable energy utilization report in GMP Mill in 2015 can be seen from below graphic:



FFB Processed in GMP Mill in 2015 (MT)

Jan	Feb	Mar	Apr	May	Jun
22,940.88	18,763.63	26,339.93	29,351.04	31,911.51	27,172.49
Jul	Aug	Sep	Oct	Nov	Dec
24,337.52	31,524.27	30,445.47	22,688.00	17,555.92	16,710.30

Status:

5.5

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

Company uses zero-burning approach on its land clearing and replanting activities. This is part of the prove of company's commitment, as stated in SOP for Land Clearing with zero burning approach number: pro-est-002 on 15th October 2012 that explains the land clearing is conducted by using cutting approach based on work agreement with heavy equipment contractor for replanting work number: 007/SPK/GMP/II/2015. On 13th February 2015, this explains that land clearing should use zero burning approach, digging the root of palm oil tree, and covers the hole to make it flat with surrounding soil.

Based on interview result with governeemnt officer in Pasaman Barat District (Environment Agency and Plantation agency) related to information that company is using zero burning approach for its replanting activity. Moreover, the field visit to Block 35; 37; 39 and 40 in Phase 2 PT GMP also reveals that company is using zero burning approach for its land clearing and replanting activities

Status: COMPLY

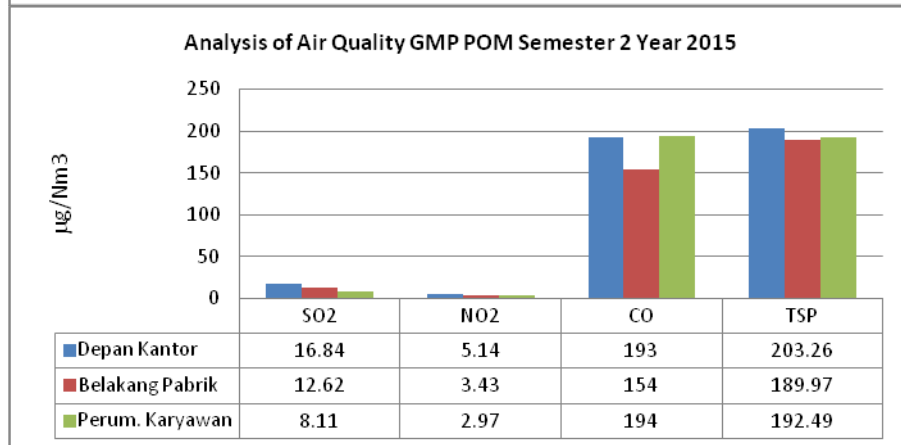
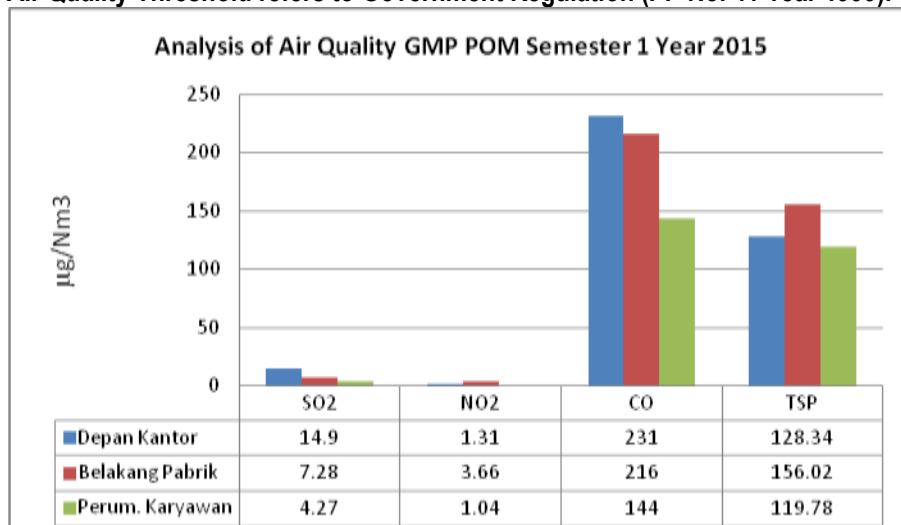
5.6

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

The implementation of pollution and emission reduction is conducted through periodic examination, such as: ambient air measurement, noise measurement, emission measurement and the solidity measurement over boiler's emission.

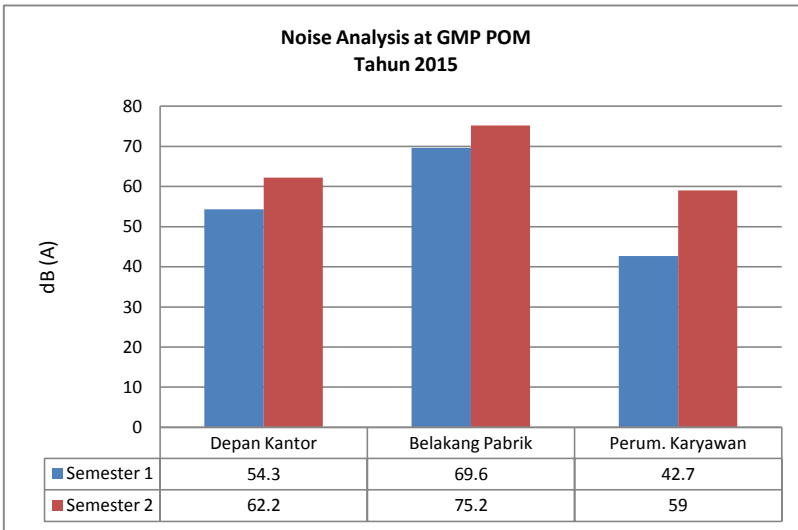
BARISTAND Padang conducted the measurement of ambient air and mill's emission every semester. The analysis result over ambient air and mill's emission in PT. GMP for semester 1 & 2 such as:

Air Quality Threshold refers to Government Regulation (PP No. 41 Year 1999).

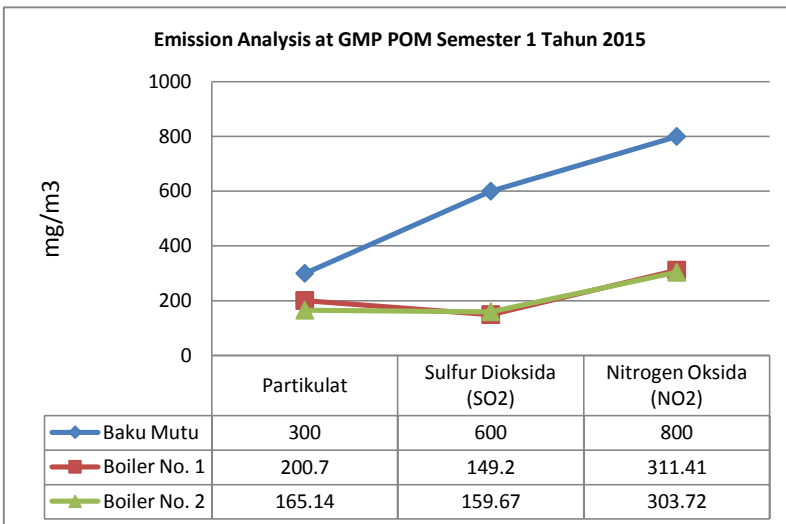


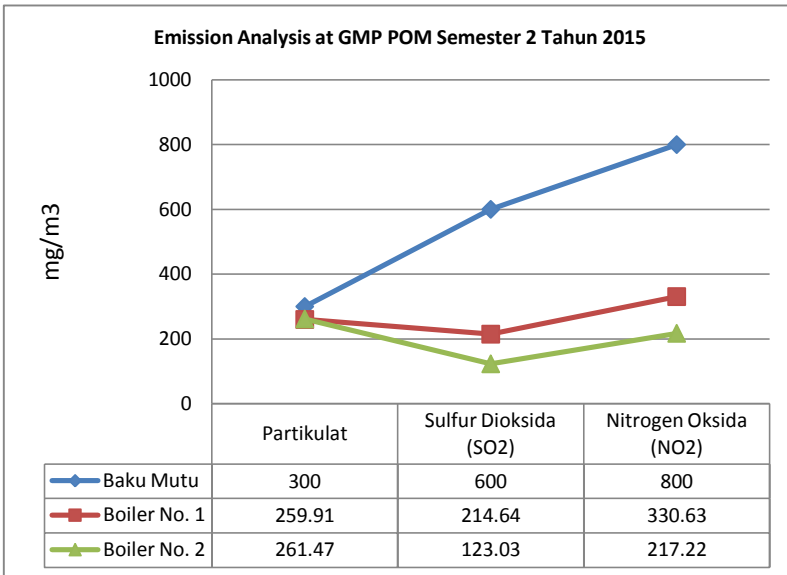
Based on graphic record, air quality at GMP POM as GHG emissions sources are appropriate with regulations requirements (below threshold).

Standard quality: Kep-1405/MENKES/SK/XI/2002 (health requirements for industrial's working environment), Maks 85 dB (A).



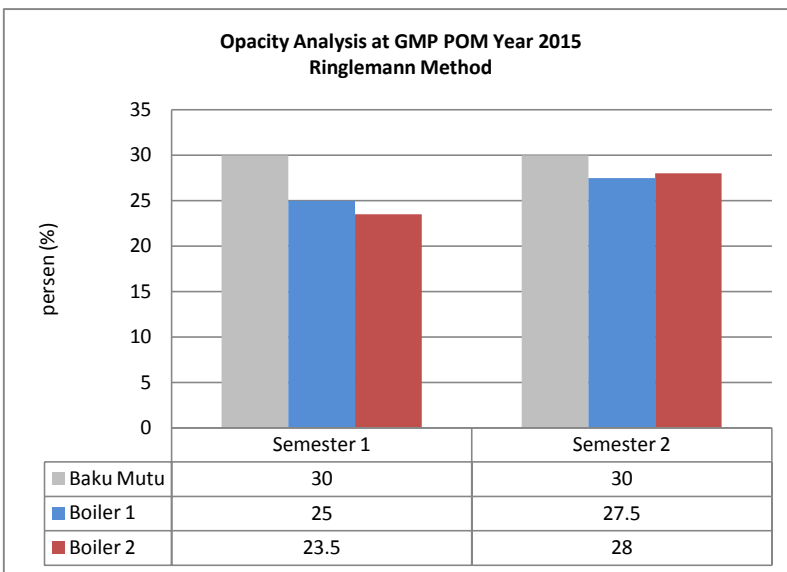
Standard quality for mill' air emission: Ministry of Environment Decree No. 07 in 2007 Annex 1





All the emitters/pollutants that sourced from Generator units at Mill has been appropriate with relevant regulations.

Density examination (Opacities) based on Ministry of Environment Decree No. 07 in 2007 Annex 1



Meanwhile the monitoring over the implementation of GHG calculation by using PalmGHG Calculator RSPO ver2.1.1. Supply Chain and Traceability Manager conducted data input on 9th January 2016.

Data Palm GHG Summary Report.
 Mill: Gersindo Minang Plantation POM
 Company Group: Wilmar International
 Year of Assessment: 2015
 State: Sumatera Barat
 Country: Indonesia

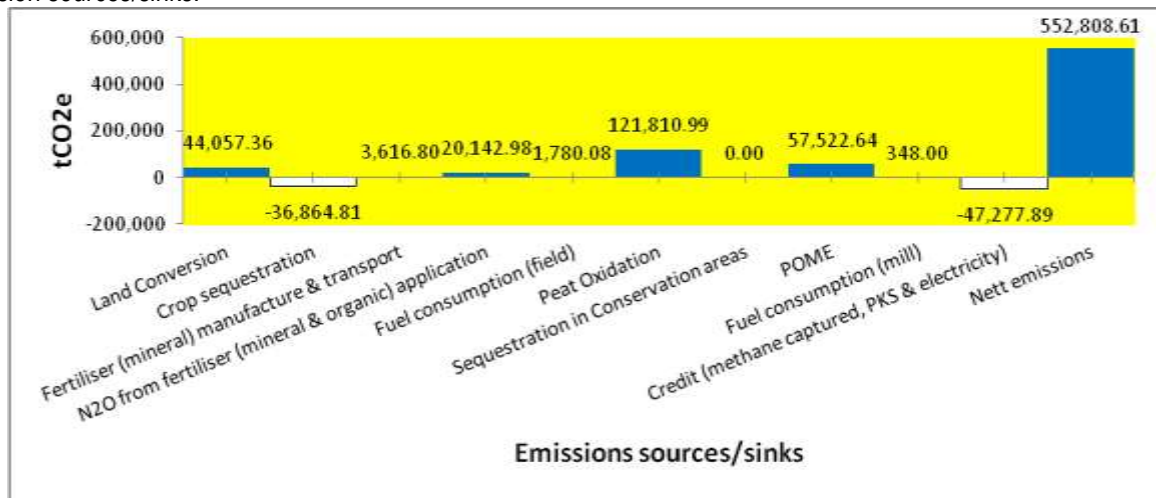
Final Emissions value per product

Product	tCO2e/t product	Product	tCO2e/t product
CPO	7.91	PKO	0
PK	7.91	PKE	0

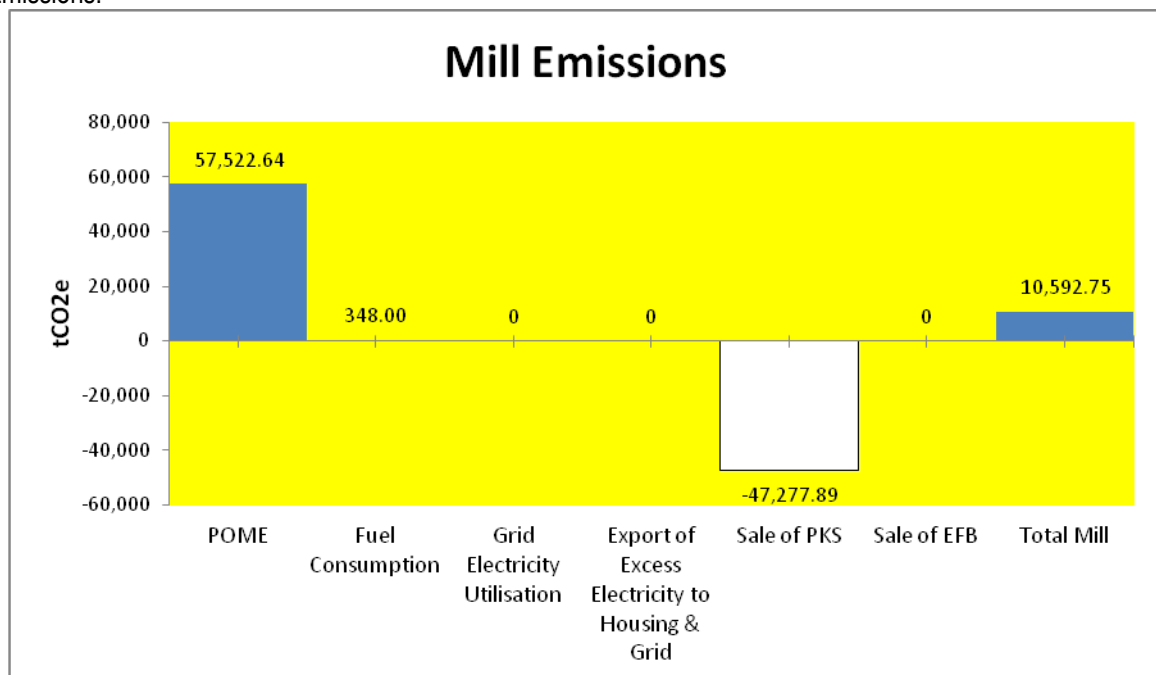
Overall emissions summary

	Own crop	Group	Outgrower
Total field emissions (tCO2e)	154,543.40	0	387,672.46
Total mill emissions (tCO2e)	10,592.75	0	0

Emission sources/sinks:



Mill Emissions:



PalmGHG Report has been submitted to RSPO Secretariat by email on 11 January 2016 with details as below:

No	Details	Remark
1	RSPO PalmGHG	Ver2.1.1

2	Report	Apply November 2005 cut off for LUC
3	Site	PT Gersindo Minang Plantation POM
4	Certificate Registration No	MUTU-RSPO/038
5	Certificate validity	21 April 2014 – 20 April 2019
6	CB	Mutu Certification
7	Audit Date	18-23 Jan 2016
8	Data set	Dec 2014 – Nov 2015 for audit year 2016

Replanting Area period Dec 2014 – Dec 2015: 631.27 Ha.

Status: COMPLY

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

6.1

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

PT GMP

There is environment management and monitoring document for Gersindo Minang Plantation (PT. GMP)'s estate and mill that cover an area of 6,000 Ha based on Pasaman Barat Reagent Decree No. 188.045/182/BUP-PASBAR-2009 on 07th January 2009. The decree is valid as long as company could perform the entire requirement as stated in DPPL document and comply the recommendation from assessor commission of technical team of environment impact analysis.

The substance of this document is environment management and monitoring, which consist of:

- Degradation on air and noise quality (dust, SO₂, NO₂, CO, noise and weather)
- Degradation on water's quality (river and waste)
- The change on biodiversity (wildlife and natural vegetation as well as water biota)
- The change on social, economic and cultural sphere (community's income, attitude and perception of local community)
- Work accident
- Community's health and esthetic

PT PHP

There is a document for environment management plan and environment monitoring plan for PT. Permata Hijau Pasaman (PT PHP)'s estate based on Pasaman Reagent Decree No. 008/06/PLH/2004 on 18th February 2004. The decree is valid as long as company could perform the entire requirement as stated in UKL/UPL document and comply the recommendation from environment management team. The substance of this document is the environment management and environment monitoring plan, which consists of:

- Social, economic and cultural sphere: community's attitude and perception on estate
- Quality of river's water: pH, TSS, BOD₅, COD, Cu, Pb, Ammoniac, oil's upper layer
- Quality of drinking water for personnel in base camp PHP I and PHP II: physical characteristic and chemical characteristic of drinking water.
- Health: blood sample from spraying personnel and pesticide warehouse personnel.
- Pesticide: parameter Cu (Cuper)
- Workshop: parameter Pb (timbale) and oil's upper layer.

There is also:

- Social Impact Assessment report of PT Gersindo Minang Plantation in 2012 (Aksenta Consultant conducted the assessment).
- Social Impact Assessment report of PT Permata Hijau Pasaman in 2012 (Aksenta Consultant conducted the assessment)).
- Social impact management plan of PT Gersindo Minang Plantation, Pasaman Barat District, Sumatera Barat Province, in 2016 – 2018.
- Social impact management plan of PT Permata Hijau Pasaman, Pasaman Barat District, Sumatera Barat Province, in 2016 – 2018.

The implementation of Social Impact Assessment was involving community as respondent. There is an attendance sheet of the SIA activity in PT. GMP and PT PHP. The study result has been socialized to local community and stakeholders. There is a record, such as:

- Invitation letter for the socialization (on 20th February 2013).
- Minutes of socialization of HCV identification result, traditional activation, Social impact program and procedure/ SOP related to company's operation activity on 22nd February 2013 in Jambak Simpang Empat, which was attended by stakeholders from surrounding area (government representatives, Wali Nagari, head of KUD, Ninik Mamak, community leader, youth representative and company's representative: management and personnel representatives).
- Attendance sheet (40 people).
- Photos.
- MoU/agreement on traditional management activity and management of HCV areas:
 - Between PT. Gersindo Minang Plantation and Nagari Aia Gadang
 - Between PT. Gersindo Minang Plantation and Lingkaung Aua II
 - Between PT. Gersindo Minang Plantation and Nagari Kapa
 - Between PT. Gersindo Minang Plantation and Nagari Sasak

Company has periodically submit its environment management and environment monitoring plan based on schedule, for instance:

- Environment management plan and environment monitoring plan Semester II in 2015, from PT GMP to *Badan Lingkungan Hidup Kebersihan dan Pertamanan* of Pasaman Barat District on 14th January 2016.
- Environment management plan and environment monitoring plan Semester II in 2015 from PT GMP to Plantation Agency in Pasaman Barat District on 14th January 2016.
- Environment management plan and environment monitoring plan Semester II in 2015, from PT PHP I to *Dinas Badan Lingkungan Hidup Kebersihan dan Pertamanan* in Pasaman Barat District on 18th January 2016.

On 29th December 2015, Company conducted socialization for SIA implementation in 2015 along with the evaluation for CSR 2015 with CSR plan in 2016, which have been conducted with stakeholders from Jorong Labuah Luruuh Nagari Aia Gadang, On 30th December 2015 with stakeholder Jorong Tanjung Pangka. The acitivity was conducted to inform the entire stakeholders within PT GMP area about the implementation of SIA in 2015 and CSR evaluation in 2015 as well as the CSR plan for 2016. Along with those agendas, company also discusses the plan as stated in MP SIA document in 2016 - 2018.

Based on interview with CDO, it reveals the objective of SIA implementation's evaluation is to measure its success and benefit.

Status: COMPLY

6.2

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

There is SOP for communication, consultation and coordination with Stakeholder in PT GMP No.PRO-BNM-008 that has been approved by GEM Lo Koon Wai, valid on 01st October 2011 with an objective: the operation procedure system as a technical guideline for communication, consultation and coordination between company and stakeholder. Hence, it is more likely that the entire decision, actions, and the implementation of activities related to stakeholders can be justified,

effective, efficient, consistent and systematic, which could speed up company's operation activity.

PT GMP

Decree No.01/GM-GMP/SK-XII/2012, on 23rd December 2012 on appointment of person in charge as Public Speaker:

- Lihardo Sipayung as Public Speaker for PT Gersindo Minang Plantation
- Bambang Wiguratno as public speaker assistant on manpower division.
- Donal Darwis as public speaker assistant on environment
- Revi Muhardi as public speaker assistant on partnership, social and security

PT PHP I

Decree No.02/GM-PHP/SK-XII/2012, on 23rd December 2012 on appointment of person in charge as Public Speaker:

- Lihardo Sipayung as Public Speaker for PT Permata Hijau Pasaman
- Bambang Wiguratno as public speaker assistant on manpower division
- Donal Darwis as public speaker assistant on environment
- Nofriadi as public speaker assistant on partnership, social and security

PT GMP & PT PHP I could present the updated list of stakeholders (up date December 2015), such as:

- Local government in District and institution/related agencies (52 stakeholders)
- Local government in Sub-district /Kanagarian (15 stakeholders)
- Local government in Village/ Sub-village /Jorong (11 stakeholders)
- Traditional groups (7 stakeholders)
- Youth Organizations (7 stakeholders)
- NGO (1 stakeholder)
- Supplier (FFB) to GMP mill (5 stakeholders).
- Supplier/ General Material & Services (84 stakeholders).

Status: COMPLY

6.3

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

Company has a procedure to accept complaint and conflict resolution, document number: PRO-BNM-007 Revision 01 valid on 01st December 2015. The procedure explains that company guarantees the confidentiality and animosity of whistleblower by considering the sensitivity of the issue, impact scale if the issue goes public or the risk of revenge. Company prioritizes respect on human right and against violence and intimidation base don the applicable regulation. Company records the entire complaints from personnel and the responses are recorded in complaint book. There is 1 (one) complain casein 2015 that has been responded, such as:

PT GMP

- On 12th October 2015, Bursal Chandra (male) complaints that he has not received the manpower social insurance card until October 2015 to the manager of PT GMP. Subsequently, company registers him in manpower social insurance scheme in November 2015 and he received his card with number: 1302061203880001.

PT PHP1

- On 9th June 2015 Anto (male) complaints that his house roof and electricity cable are broken. Hence through PGA and PIC on generator and housing, his house has been repaired.

Based on the aforementioned explanation of case in 2015, there was only one complaining in both PT GMP and PT PHP I. furthermore, during the implementation of audit activity, there is no case of whistleblower.

Status: COMPLY

6.4

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

Company has SOP for land accusation No. SOP-IJIN LAHAN&OPS-006, which is approved by BM Head Lihardo on 15th October 2008. The SOP sets standard procedure to ensure the decision and actions in land acquisition for industrial purpose has been properly conducted based on the applicable regulation, particularly for the land related to indigenous and community's interest.

There is a clause about:

- Inventory and field study that explains the inventory stages and identification on acquainted locations by coordinating with community leader and traditional leader as well as local government in village and sub-district level.
- Land compensation over community and traditional land should be prioritized for social interest or to establish village's facilities and infrastructure based on agreement. However, for cultivated land, the compensation has been done with the previous owners.

The negotiation process and/or land compensation agreement has been conducted previously.

There is a sample of negotiation process, such as:

PT GMP

There is a copy of land handover for traditional land of Nagari Lingkuang Aur / Silih Jariah tanah Ulayat Nagari from **Pucuk adat and Ninik Mamak and traditional leaders** to PT. Bukit Daun (first company before the merger with sebe Gersindo) over an area of 3600 Ha, which will become the main estate on **5th November 1991** with total compensation IDR. 130,000,000,- . There is a copy of list and signature of Ninik Mamak and Pucuk Adat as well as traditional leader, religious leaders, and village officers during the agreement meeting.

PHP 1

There is an agreement record between PT PHP1 and Ninik Mamak Nagari Sasak Penguasa Tanah Ulayat Nagari Sasak for traditional land amount 8500 Ha, which states that Ninik Mamak Nagari Sasak handed the area to state on 26th July 1992 based on the applicable regulation, subsequently the land will handed to PT PHP 1. According to the agreement, the traditional community will receive a compensation amount IDR 340,000,000, based on traditional law of Diisi Limbago.

There is a record for silih payment over the indigenous land in Jorong Padang Harapan Nagari Sasak on compensation payment over 560 ha indigenous land with total compensation IDR 112,000,000, - Moreover, its been approved by the Pasaman Barat Reagent on 05th August 2004.

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.

Company has implement the minimum wage for contractual and fix-term personnel, as stated in internal Memorandum on minimum wage (No.001/WIP-HRR/Int-XII/2014) that was approved by Bambang Wiguritno. Valid since 01st January 2015 and set the minimum wage for personnel in PT. GMP and PT. PHP is amount IDR. 1,615,000, - / month or IDR. 64,600,-/ day in 2015 and internal memo No: 001/WIP-HRR/Int-XII/2015 on 22nd December 2016 and carbon copy to PH/GM/AGM/GEM/FAA/RPTM/Pimp. Department. Subject: minimum wage for Sumatera Barat Province in 2016 amount IDR 1,800,725,-/month or IDR. 72,029,-/day in 2016. The minimum wage is set based on Sumatera Barat Governor's decree (No. 562-802-2014) on minimum wage for Sumatera Barat Province in 2015 and Sumatera Barat Governor Decree (No. 562-777-2015) on minimum wage for Sumatera Barat Province in 2016.

Company could present the payment receipt of minimum wage as indicated in personnel salary list. For instance salary in December 2015 in PT. PHP: on behalf of Auliya Patwa, personnel in BHL who work for 18 days, received daily payment amount IDR. 64,600 with total IDR. 1,162,800; and on behalf of Neldawarnis, KHT personnel who worked for 24 days, received daily payment amount IDR. 64,600 with total payment IDR 1,550,400.

Based on interview with boiler operator, harvesting personnel, spraying personnel, its known that in 2015 personnel earn salary IDR. 64,600 per day in 2015 and based on explanation from worker union, company has disbursed salary based

on the applicable minimum wage regulation.

Manpower policy in company is regulated in:

- Work agreement, which covers company and personnel responsibilities, recruitment process, promotion and demotion, work time management (working hours, leave, permission, special leave for female personnel), payment system (overtime, salary and allowance), social insurance, company's regulation, complaint resolution and contract termination.
- Work agreement, which explains wage system, working time, personnel entitlement, personnel duties and responsibilities, and work termination issues.

Based on interview with worker union, its known that worker union and company had a meeting to discuss the formulate of work agreement for period 2016-2018 in 2015 and both parties had an agreement. Work agreement in 2016-2018 is under the approval process by Manpower Agency in Pasaman Barat District. **OFI No 6**

Facilities for personnel remain the same with previous surveillance. Moreover, based on field visit to personnel housing in GMP Estate and PHP Estate 1, its known that the existing facilities are in good condition.

Company tries to improve personnel access to adequate food supply by:

- PT. GMP: establishing 6 units of food kiosk for personnel to sale staple food.
- PT. PHP: provides monthly transportation vehicle to drove and pick personnel to the nearest central market.

Based on field visit to personnel housing in PT. GMP, its known that kiosk sales staple food and based on interview with personnel, its known that the distance between estate and main city in the district can be accessed within ± 30 minutes by using vehicle. Subsequently, it can be concluded that the access to the nearest market is available.

	Status: COMPLY	
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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.

Company also has a policy such as Intern memo No. 026/WIP-HRD/Int-VIII/2009 that was approved by HRD Head Memed Kosasih on 12th August 2009 which mentions that: company guarantees that personnel freedom to join and establish union based on the applicable regulation.

PT GMP

Company present the acknowledgement over worker union based on work agreement of PT GMP 2016-2018 on article 6 company's acknowledgement, article 7 acknowledgement on worker union, article 8 facilities and dispensation for worker union and article 9 general responsibilities.

PT PHP I

Company presents the policy to acknowledge worker union as stated on work agreement of PT PHP 2016-2018 article 6 company's acknowledgement, article 7 worker union's acknowledgement, article 8 facilities and dispensation for worker union, article 9 general responsibilities.

Based on information from worker union staff, company provides freedom for its personnel for joining and establishing union, there is no pressure and discrimination. Indonesia worker union in PT Gersindo Minang Plantation has been registered in Manpower and Transmigration Agency in Pasaman Barat District, with registration No. 560/06/DSTK-TRANS//2016 on 18th January 2016. PHP worker union has ben registered in Manpower and Transmigration Agency in Pasaman Barat District, with registration No 560/01/SP-SB/DST-TRNAS/XI/2012 on 1st November 2012.

	Status: COMPLY	
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6.7

Children are not employed or exploited.

There is a policy in PT. GMP and PT. PHP in a form of Intern Memorandum No. 026/WIP-HRD/Int-VIII/2009, which has been approved by HRD Head Memed Kosasih on 12th August 2009. The memo describes:

Company respects the applicable regulation and would not hire children as personnel. Children refer to everyone under 18 years old.

Company has a policy on child labour, which has been signed by Group Plantation Head and Group CSR Head in September 2010.

Based on observation result on list of personnel document in PT GMP and PT PHP1 in December 2015, interview and field observation, there is no children under 18 years old working in company's operation activities. Moreover, company also emphasizes that the minimum age is 18 years old for recruitment.

Based on worker union officer's explanation in Unit PHP 1, it is known that there is no child labour and there is no discrimination toward personnel. Moreover, company makes it mandatory for applicant to attach their national identity card and family card.

Status: COMPLY

6.8

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

Policy related to discrimination toward personnel has no revision from previous surveillance result. Based on interview with worker union, it is known that company treats its personnel fairly, no discrimination, starting from recruitment process to placement and working at any division.

Moreover, company presents the evidence that there is no discrimination toward personnel by showing the list of personnel as stated in personnel demography data, which explains the name of personnel, place and date of birth, working starting date, origin, religion, local & non-local, ethnic, position. Meanwhile the demography data for personnel in mill and estate in November 2015 such as:

- PT. PHP Estate1: Susanto; male; harvesting personnel; elementary; start working on 01st September 2008; birthplace is Sei Paku; on 02nd July 2015; religion is Islam; Minangnese; local resident.
- PT. GMP POM: Suriati; female; Logistic Clerk; senior high; start working on 01st August 1996; birthplace Kisaran; date of birth 22 July 1972; religion is Islam; ethnicity is Javanese.
- PT. GMP Estate: Inda Rahayu; female; BHL maintenance; start working on 01st December 2014; birthplace Nias; was born on 11th May 1990; religion is Kristen; Niasnese.

Based on personnel demography data, it is known that there is no discrimination toward personnel based on origin, ethnicity, race, gender and religion.

Moreover, company presents the evidence that personnel recruitment and promotion are not based on race, social position, nationality, religion, disability, gender, sexual orientation, group membership, political affiliation and age. The SOP for recruitment (No. PRO-HRD-001) and procedure for appraising work performance (document number PRO-HRD-03) explain the recruitment and promotion are based on company's need, personnel ability and appraisal from immediate supervisor.

There is an evidence of promotion, which is based on personnel appraisal, such as the promotion of BHL personnel into fix-term personnel based on the evaluation requirement. For instance: personnel promotion in PT.GMP on 01st March 2013 on behalf of Syafaradi (promotion decree number 48/SK-PGA-GMP/III/2013 with an attachment of harvesting work evaluation with the average score 85).

Based on interview with worker union, company does not treat personnel discriminatively from recruitment process up to placement in various work division.

Status: COMPLY

6.9

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

Policy to prevent sexual harassment and abuse remains the same with the previous surveillance result. The implementation of the policy can be seen from the establishment of gender committee to monitor sexual harassment and abuse. Based on interview with gender committee, the gender committee organization operates actively, for instance the organization delivers periodic socialization on environment health, sexual harassment prevention and reporting mechanism. Moreover, based on interview with spraying personnel in GMP Estate and PHP Estate 1, its known that personnel understand the establishment of gender committee and the function of the committee.

Protection on reproductive right policy remains the same with the previous surveillance result. Company delivers periodic socialization on reproductive right. For instance, socialization in PT.PHP on 17th November 2015 to 18 female personnel. Based on interview with female personnel (spraying personnel) in GMP Estate and PHP Estate 1, its known that personnel earn their reproductive leave such as menstrual leave or 2 days and maternity leave for 3 months.

Company has a prosedur No. PRO-HRD-005 (revision 01), valid since 01st December 2015 that has been approved by GEM. The objective of SOP is to collect complaints from personnel who work in PT GMP. SOP such as:

- Complaints and report both oral and in written to supervisor, furthermore to PGA/ LKS Bipartit office by filling the complaint form.
- Resolution as stated in minutes of resolution.
- Decision is returned to HR Manager for further deliverence to personel.
- If personel accepts the decision, hence the case is closed. Yet if personel rejects the decision, hence personel could take dicsussion proces with assistance from Manpower and Transmigration Agency.
- If personel accepts the discussion result with Manpower and Transmigration Agency, the case is closed. Yet if personel rejects the decision, personel could take legal actions.
- Based on request, company could keep the confidentiality of reporter's identity based on the sensitivity of issues, impact if the case goes public and the risk of revenge and so forth.

Based on interview with female personnel (spraying personnel) in GMP Estate and PHP Estate 1, its known that personnel could explain the mechanism for complaint submission related to violence and sexual harassment as well as reproductive rights.

Status: COMPLY

6.10

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

The applicable current and previous price of FFB is known by the smallholders and cooperative board. Cooperative is involved on FFB's pricing mechanism. The price is set based on dicussion result by involving company, smallholders' cooperatives, plasma association and Plantation Agency. The FFB price is set every 2 weeks.

- The price for FFB's plasma for period 1st December 2015, IDR 1,405.84/kg FFB.
- The price for FFB's plasma for period 2nd December 2015, IDR 1,423/kg FFB

Plantation Agency in Pasaman Barat District informed that the price of FFB is collectively set each month.

Plasma cooperative and estate company understand the work agreement, which is just, legal and transparent. The work agreement is stated in MoU document of Lingkungan Aur II cooperative, agreement number 33/GMP/SW/X-94, on 14th October 1994. The agreement points such as:

- Cooperative should sale the FFB to company and company should purchase the ffb
- The price of FFB is based on market price and government regulation
- The price of FFB is collectively set between plasma cooperative, company and government.

Payment should be disbursed on date 15 every month, as the latest payment date. The payment for plasma FFB is based on collective price of FFB. FFB in December 2015 from Lingkungan Aur II cooperative has been paid by company on 6th January 2016. The transfer receipt over the FFB's payment was issued by Bank Nagari.

Meanwhile, the price of FFB from independent smallholders is set by company based on market price (the mechanism is

under estate power).	
Status: COMPLY	
6.11	
Growers and millers contribute to local sustainable development wherever appropriate.	
<p>Company could demonstrate that its entire personal is a legal labour. There is no illegal labour and work agreemnt between company and personnel is availabel. For instance:</p> <ul style="list-style-type: none"> - Contract on behalf of Delfi Erosa, which has been agreed on 2nd November 2015. - Contract on behalf of Masitah, which has been agreed on 2nd November 2015. - Contract on behalf of Ayu, which has been agreed on 2nd November 2015. <p>Company hires permanent worker and daily worker. Worker Union stated that compay tear its personnel fairly from recruitment upto placement. Sprayer (daily worker) mentions that there is no illegal labour within company's operation. Work Agreement between personnel and company is available in an easy to understand language. In addition, boiler's operator explains the same case.</p>	
Status: COMPLY	
6.12	
No forms of forced or trafficked labour are used.	
<p>Company could demonstrate that its entire personal is a legal labour. There is no illegal labour and work agreemnt between company and personnel is availabel. For instance:</p> <ul style="list-style-type: none"> - Contract on behalf of Delfi Erosa, which has been agreed on 2nd November 2015. - Contract on behalf of Masitah, which has been agreed on 2nd November 2015. - Contract on behalf of Ayu, which has been agreed on 2nd November 2015. <p>Company hires permanent worker and daily worker. Worker Union stated that compay tear its personnel fairly from recruitment upto placement. Sprayer (daily worker) mentions that there is no illegal labour within company's operation. Work Agreement between personnel and company is available in an easy to understand language. In addition, boiler's operator explains the same case.</p>	
Status: COMPLY	
6.13	
Growers and millers respect human rights	
<p>Company has drafted the "Human Right policy" and approved by Group Plantation Head and Group CSR Head. Wilmar Group respects the freedom to join and establish union. Moreover company does not hire illegal labour and children. The right of local community should be respected through the implementatio of FPIC / Free Prior, Informed, Consent.</p> <p>The policy has an effect on wilmar group, bussines, supplier and contractor. Worker Union stated that company treats personnel equally and no discrimination from recruitment to placement process.</p>	
Status: COMPLY	
PRINCIPLE #7 Responsible development of new plantings	
7.1	
A comprehensive and participatory independent social and environmental assessment is undertaken prior to establishing new plantings or operations, or expanding existing ones, and the results incorporated into planning, management and operations.	
<p>There is no cultivation or new plantation expansion in PT. GMP and PT. PHP.</p> <p>The cultivated year of palm oil in both company, such as: 1992 – 1997 (GMP) and 1996-1999 (PHP-1). The HCV identification has been conducted in 2012 by the licensed assessor/ <i>RSPO HCV Approved Assessor</i>. Meanwhile the replanting activity has been conducted in PT. GMP for period 2014 and 2015 with total replanting area of 631.27 Ha.</p>	
Status: COMPLY	

7.2	
Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.	
<p>There is no cultivation or new plantation expansion in PT. GMP and PT. PHP. The cultivated year of palm oil in both company, such as: 1992 – 1997 (GMP) and 1996-1999 (PHP-1). The HCV identification has been conducted in 2012 by the licensed assessor/ <i>RSPO HCV Approved Assessor</i>. Meanwhile the replanting activity has been conducted in PT. GMP for period 2014 and 2015 with total replanting area of 631.27 Ha.</p>	
	Status: COMPLY
7.3	
New plantings since November 2005, have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.	
<p>There is no cultivation or new plantation expansion in PT. GMP and PT. PHP. The cultivated year of palm oil in both company, such as: 1992 – 1997 (GMP) and 1996-1999 (PHP-1). The HCV identification has been conducted in 2012 by the licensed assessor/ <i>RSPO HCV Approved Assessor</i>. Meanwhile the replanting activity has been conducted in PT. GMP for period 2014 and 2015 with total replanting area of 631.27 Ha.</p>	
	Status: COMPLY
7.4	
Extensive planting on steep terrain, and/or on marginal and fragile soils, is avoided.	
<p>There is no cultivation or new plantation expansion in PT. GMP and PT. PHP. The cultivated year of palm oil in both company, such as: 1992 – 1997 (GMP) and 1996-1999 (PHP-1). The HCV identification has been conducted in 2012 by the licensed assessor/ <i>RSPO HCV Approved Assessor</i>. Meanwhile the replanting activity has been conducted in PT. GMP for period 2014 and 2015 with total replanting area of 631.27 Ha.</p>	
	Status: COMPLY
7.5	
No new plantings are established on local peoples' land without their free, prior and informed consent, dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.	
<p>There is no cultivation or new plantation expansion in PT. GMP and PT. PHP. The cultivated year of palm oil in both company, such as: 1992 – 1997 (GMP) and 1996-1999 (PHP-1). The HCV identification has been conducted in 2012 by the licensed assessor/ <i>RSPO HCV Approved Assessor</i>. Meanwhile the replanting activity has been conducted in PT. GMP for period 2014 and 2015 with total replanting area of 631.27 Ha.</p>	
	Status: COMPLY
7.6	
Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.	
<p>There is no cultivation or new plantation expansion in PT. GMP and PT. PHP. The cultivated year of palm oil in both company, such as: 1992 – 1997 (GMP) and 1996-1999 (PHP-1). The HCV identification has been conducted in 2012 by the licensed assessor/ <i>RSPO HCV Approved Assessor</i>. Meanwhile the replanting activity has been conducted in PT. GMP for period 2014 and 2015 with total replanting area of 631.27 Ha.</p>	
	Status: COMPLY

7.7		
Use of fire in the preparation of new plantings is avoided other than in specific situations, as identified in the ASEAN guidelines or other regional best practice.		
<p>There is no cultivation or new plantation expansion in PT. GMP and PT. PHP. The cultivated year of palm oil in both company, such as: 1992 – 1997 (GMP) and 1996-1999 (PHP-1). The HCV identification has been conducted in 2012 by the licensed assessor/ <i>RSPO HCV Approved Assessor</i>. Meanwhile the replanting activity has been conducted in PT. GMP for period 2014 and 2015 with total replanting area of 631.27 Ha.</p>		
7.5	Status: COMPLY	
7.8		
New plantation developments are designed to minimise net greenhouse gas emissions.		
<p>There is no cultivation or new plantation expansion in PT. GMP and PT. PHP. The cultivated year of palm oil in both company, such as: 1992 – 1997 (GMP) and 1996-1999 (PHP-1). The HCV identification has been conducted in 2012 by the licensed assessor/ <i>RSPO HCV Approved Assessor</i>. Meanwhile the replanting activity has been conducted in PT. GMP for period 2014 and 2015 with total replanting area of 631.27 Ha.</p> <p>The calculation of GRK emission is using the PalmGHG calculator v.2.1.1 and the result has been submitted to RSPO.</p>		
	Status: COMPLY	
PRINCIPLE #8 Commitment to continuous improvement in key areas of activity		
8.1		
Growers and millers regularly monitor and review their activities and develop and implement action plans that allow demonstrable continuous improvement in key operations.		
<ul style="list-style-type: none"> - Company does not use herbicide with an active paraquat material. - Company is consistent on implementing the mandatory utilization of PPE for spraying personnel and the spraying activity should be based on the target, proper dose and on time. - Company made Bund Off and subsidence stake as well as made a weekly record. Hence the record result will be submitted to head office as a guideline for research. - Road improvement from and to estate is conducted simultaneously in order to improve the access for daily transportation in the estate area. <p>Company is building the Methan Capture as part of its effort to mitigate GRK. Moreover, based on document's review, the progress of methan capture establishment has been started in November 2015, and will be finished in March 2016.</p> <p>Field visit to GMP mill (20th January 2016) reveals that the establishment of Methane Capture installation has been started. This is part of sustainable plan of GMP mill in order to reduce carbon emission and the utilization of waste to produce renewable energy.</p>		
	Status: COMPLY	

3.2 Summary of Assessment Report of Supply Chain Requirements

Clause	(Module E) CPO Mills - Mass Balance Requirements																																				
E.1	Definition																																				
<p>E.1.1 Certification for CPO mills is necessary to verify the volumes of certified and uncertified FFB entering the mill and volume sales of RSPO certified producers. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own certified land base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.</p>																																					
<p>Mill receives FFB from nucleus estate (certified FFB), beside mill also receives FFB from un-certified RSPO. Mill claims that the generated product as Mass Balance. The Mass Balance procedure (SOP-MIL-023 rev.2 dated 16th February 2015), related to verification and documentation on Fcertified and non-certified FB, CPO, PK volume for Mass Balance scheme</p>																																					
<p>Status: COMPLY</p>																																					
E.2	Explanation																																				
<p>E.2.1 The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the CB in the public summary of the P&C certification report. This figure represents the total volume of certified palm oil product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced should then be recorded in each subsequent annual surveillance report.</p>																																					
<p>The actual Tonase of the certified CPO and PK is recorded in annual monitoring report. Each delivered-CPO and Palm Kernel to distribution have been recorded in "SAP" online system. The estimation of CPO dan PK product for previous period (in 2015) is: FFB 133,046 ton, CPO 26,609 ton and Palm Kernel 6,985 ton. While the actual product sustainable in April 2015 – January 2016, FFB 74,854 ton, CPO 14,144 ton and 3.826 ton Palm Kernel</p>																																					
<p>CPO and Palm Kernel request is issued by Sales, in Medan. Each request is completed with "Delivery order" document, for instance:</p> <ul style="list-style-type: none"> - Delivery order for 100,000 kg CPO Mass Balance to PT. Wina di on 14/1/2016. CPO delivery by using 5 trucks, with volume of 25,380 kg; 5,180 kg; 25,780 kg; 17,790 kg; 25,870 kg. - Delivery order for 75,000 kg Palm Kernel Non-Certified to PT. Usaha Inti Padang on 16th January 2016. CPO delivery by using 4 trucks with volume 28,860 kg; 17,310 kg; 11,260 kg; 17,570. 																																					
<p>Number of delivery order 2752108603 and IS/2752108602/GMP/II/2016.</p>																																					
<p>CPO Delivered of GMP Mill</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Date</th> <th style="text-align: center;">PT TBBT (kg)</th> <th style="text-align: center;">PT Wina (kg)</th> </tr> </thead> <tbody> <tr><td>April 2015</td><td style="text-align: center;">-</td><td style="text-align: center;">-</td></tr> <tr><td>May 2015</td><td style="text-align: center;">309,460</td><td style="text-align: center;">1,048,040</td></tr> <tr><td>June 2015</td><td style="text-align: center;">290,540</td><td style="text-align: center;">1,085,420</td></tr> <tr><td>July 2015</td><td style="text-align: center;">-</td><td style="text-align: center;">1,779,172</td></tr> <tr><td>August 2015</td><td style="text-align: center;">-</td><td style="text-align: center;">2,415,560</td></tr> <tr><td>September 2015</td><td style="text-align: center;">-</td><td style="text-align: center;">2,057,430</td></tr> <tr><td>October 2015</td><td style="text-align: center;">-</td><td style="text-align: center;">1,903,741</td></tr> <tr><td>November 2015</td><td style="text-align: center;">-</td><td style="text-align: center;">477,510</td></tr> <tr><td>Desember 2015</td><td style="text-align: center;">653,770</td><td style="text-align: center;">478,398</td></tr> <tr><td>January 2016</td><td style="text-align: center;">-</td><td style="text-align: center;">-</td></tr> <tr> <td>Total</td> <td></td> <td style="text-align: center;">13,499,041</td> </tr> </tbody> </table>		Date	PT TBBT (kg)	PT Wina (kg)	April 2015	-	-	May 2015	309,460	1,048,040	June 2015	290,540	1,085,420	July 2015	-	1,779,172	August 2015	-	2,415,560	September 2015	-	2,057,430	October 2015	-	1,903,741	November 2015	-	477,510	Desember 2015	653,770	478,398	January 2016	-	-	Total		13,499,041
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Total		13,499,041																																			

Date	Buyer	Volume (kg)
June 2015	-	-
July 2015	PT. Usaha Inti Padang	412,730
August 2015		695,534
September 2015		571,880
October 2015		416,166
November 2015		359,970
Desember 2015		373,700
Januari 2016	PT. Usaha Inti Padang	215,266
Total		3,044,266

Status: COMPLY

E.2.2

The mill must also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform or book and claim).

Gersindo Minang Plantation Mill (Wilmar International Plantation) has registered its product as RSPO certified, such as its CSPO and CSPK through RSPO IT Platform **Member ID: RSPO_PO100002133**, Issued by Mutuagung Lestari, Start Date: 20th April 2015, End Date: 20th April 2016. CSPO and CSPK being sold to PT Wina (trading product under Wilmar International Plantation).

CPO and Palm Kernel request is issued by Sales, in Medan. Each request is completed with "Delivery order" document, such as:

- Delivery order for 100,000 kg CPO Mass Balance to PT. Wina di on 14/1/2016. CPO delivery by using 5 trucks, with volume of 25,380 kg; 5,180 kg; 25,780 kg; 17,790 kg; 25,870 kg.
- Delivery order for 75,000 kg Palm Kernel Non-Certified to PT. Usaha Inti Padang on 16th January 2016. CPO delivery by using 4 trucks with volume 28,860 kg; 17,310 kg; 11,260 kg; 17,570.

Status: COMPLY

E.3

Documented procedures

E.3.1

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

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

The mass Balance procedure (SOP-MIL-023 rev.2), to ensure the verification and documentation of certified and noncertified FFB, CPO, PK volume with Mass Balance scheme. Logistic and Mill Manager are responsible to monitor stock balance and the dispatch of CPO/PL.

Logistic office under weight bridge, understand the certified and non-certified FFB product. They have a list of FFB supplier. At the moment, the incoming certified FFB only comes from nucleus estate. meanwhile FFB from other sources such as from un-certified independet smallholder. Data on incoming FFB and product are inputted in SAP online system that connected to Wilmar Group.

FFB Supplier non-sustainable such as: Plasma and PT Siak Prima Sakti (SPS). FFB's supplier Sustainable such as: PT Gersindo Minang Plantation, PT Permata Hijau Pasaman, PT AMP Plantation, PT Primatama Muliajaya, PT Perkebunan Anak Inti Pasaman and PT Karya Agung Medan Utama.

Status: COMPLY

E.3.2

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

The mass Balance procedure (SOP-MIL-023 rev.2), to ensure the verification and documentation of certified and noncertified FFB, CPO, PK volume with Mass Balance scheme. Logistic and Mill Manager are responsible to monitor stock balance and the dispatch of CPO/PL

Status: **COMPLY**

E.4

Purchasing and goods in

E.4.1

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

Company has list of FFB supplier. non-sustainable FFB Supplier such as: Plasma and PT Siak Prima Sakti (SPS). Sustainable FFB supplier such as: PT Gersindo Minang Plantation, PT Permata Hijau Pasaman, PT AMP Plantation, PT Primatama Muliajaya, PT Perkebunan Anak Inti Pasaman and PT Karya Agung Medan Utama.

At the moment, the incoming certified FFB only comes from nuclous estate. meanwhile FFB from other sources such as from un-certified independet smallholder. Data on incoming FFB and product are inputted in SAP online system that connected to Wilmar Group.

Status: **COMPLY**

E.4.2

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

Estimation of CPO and PK production for previous Period (in 2015) was FFB 133,046 ton, CPO 26,609 ton and Palm Kernel 6,985 ton.

While the actual sustainable product in April 2015 – December 2015, FFB 74,854 ton, CPO 14,144 ton and Palm Kernel

The sustainable production does not exceed the projected certified volume.

Status: **COMPLY**

E.5

Record keeping

E.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.)

Company has recorded andbalanced the entire received-RSPO certified FFB and CPO delivery and RSPO certified plam kernel with a three months basis.

Stock in October – December 2015,

Month	Certified product (kg)			Non-Certified product (kg)		
	FFB	CPO	Palm Kernel	FFB	CPO	Palm Kernel
October	8,477,620	1,682,532	429,939	13,386,555	2,656,768	678,607
November	7,294,820	1,419,242	379,975	9,785,185	1,832,840	488,767
December	6,532,200	1,258,930	346,349	10,232,435	1,974,670	525,205

Status: **COMPLY**

E.5.2

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

Mill does not have partnership with an independent Palm Kernel Crush Plant. Palm Kernel is distributed to PT Wina and PT Usaha Inti Padang.

Status: COMPLY

3.3 Conformity Checklist of Certificate and Logo Use

1.	Evidence of permission or approval certificate and logo from Certification Body which submitted by Client	X or√
ASA-2	PT Gersindo Minang Plantation/PT Permata Hijau Pasaman has had approval/license of certificate use with number MUTU-RSPO/038.	
	Status:	
2.	Implementation of certificate and logo used by Client comply with size and type (shape) against Guideline of Logo Use	X or√
ASA-2	<i>Not Applicable;</i> Certificate holder not used the logo in both on-product and off-product within scope of PT Gersindo Minang Plantation/PT Permata Hijau Pasaman.	
	Status: NOT APPLICABLE	
3.	Implementation of Certificate and Logo is not used on product	X or√
ASA-2	<i>Not Applicable;</i> Certificate holder not used the logo in both on-product and off-product within scope of PT Gersindo Minang Plantation/PT Permata Hijau Pasaman.	
	Status: NOT APPLICABLE	
4.	Controlling of Certificate and Logo, including withdrawing inappropriate logo.	X or√
ASA-2	<i>Not Applicable;</i> Certificate holder not used the logo in both on-product and off-product within scope of PT Gersindo Minang Plantation/PT Permata Hijau Pasaman.	
	Status: NOT APPLICABLE	

3.4 Summary of RSPO Partial Certification

Management unit(s) observed: 1. PT. BULUH CAWANG PLANTATIONS, KALIMANTAN BARAT 2. AGRO PALINDO POM – PT. AGRO PALINDO SAKTI, SUMATERA SELATAN		
2.1	There is compliance with all applicable local, national and ratified international laws and regulations.	X or√
	Based on results of verification in 2 units as an examples of the assessment, company has complied with the regulation.	
	Status: COMPLIED	
2.2	The right to use the land can be demonstrated, and is not legitimately contested by local communities with demonstrable rights.	X or√
	Based on documents verification there is available legal documents of land use right and there is no land conflict in each sample units.	
	Status: COMPLIED	
6.3	There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all parties.	X or√
	There is available several procedure : - Standard Operational Procedure of Communication, Consultation and Coordination (No. PRO-BM.BEN-001) - Standard Operational Procedure of Land Acquisition (No. SOP-IJIN LAHAN&OPS-006) - Standard Operational Procedure of Conflict Resolution Mechanism (No. PRO-BNM-004) These procedures was implemented and already socialization to stakeholder.	
	Status: COMPLIED	
6.4	Any negotiations concerning compensation for loss of legal or customary rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.	X or√
	Based on verification is available evident of land acquisition and compensation in each management unit. This process was documented and the document is signed by all parties related on compensation process.	
	Status: COMPLIED	
7.3	New plantings since November 2005, have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.	X or√
	Based on verification there is not primary forest replaced and the management unit is still on process to identification the High Conservation Value Area.	
	Status: COMPLIED	
7.5	No new plantings are established on local peoples' land without their free, prior and informed consent, dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.	X or√
	There is no new plantings	
	Status: COMPLIED	
7.6	Local people are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.	X or√
	There is no new plantings	
	Status: COMPLIED	

3.5 Identification of Findings, Corrective Action, Observations, OFI and Noteworthy Positive Components

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

CAR No	Ref Std	Finding	Area	Grade	Time Limits	Corrective Action	Observation	Status	Closing Date
2015.01	SCCS 5.1	<p>Training</p> <p>Company has not yet show the evidence of training post the RSPO certificate achievement for entire staff refer to the obligation of the implementation of Supply Chain Certification System Requirements.</p>	POM	Major	February 21 st 2015	Company must be able to show the evidence of training held for entire staff in order to implement Supply Chain Certification System Requirements.	<p>February 16th 2015</p> <p>Root Cause : PT GMP has not yet aware of the RSPO – SCCS requirements in term of obligation to hold training for the staff.</p> <p>Corrective Action : Company must hold training for the associated officers, specifically whose position relevant with RSPO – SCCS</p> <p>Preventive Action : Company must identify and ensure that entire officers associated has been trained with any of certification system implemented in PT GMP.</p> <p>Auditor Conclusion : Company has shown the record of SCCS training purposed to the associated officers which was held by Sustainability Team of Jakarta Head Office on February 10th 2015. Record Evidence were in form of Official Record, Attendance List, and Training Photograph. Therefore, NC was then considered closed.</p>	Closed	February 20 th 2015

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

CAR No	Ref Std	Finding	Area	Grade	Time Limits	Corrective Action	Observation	Status	Closing Date
-	-	During ASA-2, PT GMP and PT PHP have shown well-implemented RSPO standard. Therefore, no NC found.	-	-	-	-	-	-	-

3.5.3 Opportunity for Improvement at ASA-2 Assessment

No	Ref Std	Descriptions
1	2.2.2	The company shall ensure that boundaries poles monitoring is appropriate with timeline program. (Observation)
2	2.1.2	The company shall ensure to update and evaluate of law and regulations is appropriate with its procedure (every 6 months).
3	4.3.4	The company shall ensure that all water level stick are well maintained
4	4.4.4	The company shall ensure to update the expiry date of surface water licenses. (Observation)
5	6.5.1	The company shall ensure the working hour is well monitored.
6	6.5.2	The company shall ensure the Worker Agreement period 2016-2018 approval. (Observation)

3.5.4 Noteworthy Positive Components at ASA-2 Assessment

No	Ref Std	Descriptions

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

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
Labour Agency, Pasaman Barat District		
<ul style="list-style-type: none"> Company has submit the periodic report, such as OHS and Employment report Company has had an equipment licenses, however the monitoring of maintenance and testing for its equipment have yet submitted Provision of PPE has appropriate. OHS organization structure has comply with regulations Minimum Wage year 2016 has informed to the company and it must be applied in January 2016. First Aid officer is available Contractor's who work for company should be following OHS aspect as regulation required. All of temporary daily workers should have working contract/agreement. Public access document has been socialized and informed by company Between company and government bodies have a good relationship. 	<ul style="list-style-type: none"> Employment and OSH report has been submitted periodically, particularly for OHS of pesticide application Company has submit application for license of periodic maintenance and testing equipment. Company has provide PPE to the workers OHS organization structure has comply with regulations Company has implement for Minimum Wage year 2016 which refer to Governor decree and company internal memorandum. Company has appointing to several workers as first aid officer OHS requirement has been informed in the contractual agreement. All the temporary workers has had working contract/agreement All the public documents are available in Human Resources website and accessible for anyone who concern for it. Between company and government bodies have a good relationship. 	<ul style="list-style-type: none"> OSH report has been submitted to department of manpower for 4th Quarterly period on 14th January 2016. This is complying with indicator 2.1.1. Based on field observation, all workers are using PPE's in accordance with HIRAC. OHS organization structure has comply with regulations. This is complying with indicator 4.7.4 Minimum Wage has been implement which refer to Governor Decree. This is compliances refer to indicator 6.5.1. Company has conducting first aid training on 19 November 2015. Based on interview with contractor, company strictly informed to all workers relating to compliances of OHS regulation, i.e: used of PPE in appropriate manner. Based on document verification, all of temporary workers have working contractual. It was comply with indicator 6.5.2
Plantation Department of Pasaman Barat District		
<ul style="list-style-type: none"> Has an asesment of the Plantation class, in 2015 and gain value with class II The reports shall be reported in accordance with the regulations but to Plantation Business Progress Report 	<ul style="list-style-type: none"> Have obtained a certificate plantation class Complete reports as licensing, and send timely 	<ul style="list-style-type: none"> Companies can show certification of plantation class to PT GMP (No 139/2021 / BUP-Pasbar / XII-2015) and PT PHP (No 139/2020 / BUP-Pasbar / XII-2015)

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
<p>has not been timely report delivery and content of the discussion is not yet complete as permitted</p> <ul style="list-style-type: none"> Request for information and complaints are always well received by the company The equipment fire is sufficient to area companies Determination of the purchase price of TBS has set at the provincial level every month IUP owned still there is no change The company has had SP2B and certified seed for nursery is conducted The construction of smallholders run well There is no fire issues and conflicts with society The Department hope has company to report ISPO for the be able to facilitate data collection company that has been certified ISPO The copany has socialized typed of document that can be accessed by the public The company has been doing CSR activities but it is expected for the future, there is a CSR for the provision of seeds to surrounding communities 	<ul style="list-style-type: none"> The company own SOP Information Requests and Complaints and respond accordingly existing SOP .Implementation of pricing TBS meetings routinely held company with regional governments involving cooperatives every month. no Change IUP SP2B and certified seed is already there Development of Plasma Estate has been conducted in accordance with the existing land / available Team Fire Company existing monitoring and patrolling for fires. The company will report to the department ttg ISPO certificates related to data collection in local government Letter of transparency of the Company have been sent to all stakeholders The Company has granted to the public labuah citrus seedlings straight line with SIA existing documents, not oil palm seedlings. Through the program IGA 	<ul style="list-style-type: none"> The Company has regularly reported for example compulsory reports LKKUP report to the Department of Plantation for semseter II delivered on 11 and January 13, 2016. This is in accordance with the indicators 2.1.1 Based on a review of documents, payment fruit TBS to third parties in accordance with the provisions of the Plantation Office. This is consistent with indicators 6.10.1 PT GMP has had IUP-B form SPUP and IUP-P form Permanent Business License of BKPM and PT PHP IUP. This is consistent with indicators 2.1.1 Companies can determine the smooth development of smallholders in plasma development report in December 2015, for example wide area of 921.12 ha and yield 14.5. The company has made efforts to include the provision of fire prevention fire extinguishers, emergency response team building, training blackouts of up to patrol the fire. This is consistent with indicators 4.7.5 Based on the assessment report on the implementation of CSR, a CSR is giving citrus seeds to the surrounding community. This is in accordance with the criteria 6:11
Enviromental Agency of Pasaman Barat District		
<ul style="list-style-type: none"> Companies must conserve riparian area Sempadan Sungai Btang Pasaman width of meters. The report shall as RKL – RPL, B3 Report , Report Liquid waste, Emissions test reports have been reported in accordance with regulations. 	<ul style="list-style-type: none"> The Company has reported in accordance with the schedule, to UKL-UPL / Semester, LB3 / Triwulan Area of land application is not appropriate permissions in the application of wastewater will be reported in the first quarter 2016 to the Agency for the Environment and Sanitation (April 2016) 	<ul style="list-style-type: none"> Based on the field, there is a conservation area in Sempada Sungai Batang Pasaman. Observations in Block 62 PT. GMP (swamp forest), auditors see directly the presence of primates such as monkeys or cingkuak (local language) and eagles. This proves that the efforts to protect flora and fauna in conservation areas have been undertaken by the company.

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
<ul style="list-style-type: none"> • There is an Addendum to the latest EIA due to the addition of production equipment. Eligibility Letter of Environment and the Environmental Permit was issued on December 8, 2014 • Licensing of the company is still in the period of validity as LB3 TPS license, and Land Applications License • Storage period in TPS LB3 LB3 is 90 days in accordance with the permit • The Company has conducted activities with good CSR but it is expected that future CSR activities lead to environmental conservation • Difference plans listed in the application area permit and realization Land Application be reported • The Company has socialized types of documents that can be accessed by the public 	<ul style="list-style-type: none"> • Environmental Programme have been implemented by providing bins, in collaboration with the Department of the Environment Award mangrove seeds / other crops • Letter of transparency of the Company have been sent to all stakeholders 	<ul style="list-style-type: none"> • The Company has regularly reported for example compulsory reports LKKUP report to the Department of Plantation for semester II delivered on 11 and January 13, 2016. This is in accordance with the indicators 2.1.1 • The Company has licensed wastewater applications with numbers 188.45 / 1084 / BUP-Pasbar-2014. This is consistent with indicators 4.4.3 • Based on the assessment report on the implementation of CSR, a CSR is giving citrus seeds to the surrounding community. This is in accordance with the criteria 6:11
National Land Agency of Pasaman Barat District		
<ul style="list-style-type: none"> • There were no additions and changes HGU owned • There is a dispute in the concession area PT.GMP with Multipurpose Cooperative Bina Usaha Tani Sejahtera Tanjung Pangkal, which is still in litigation. • The Area PT PHP there are land disputes 	<ul style="list-style-type: none"> • The Company will seek to settle the matter shall be resolved by way of deliberation. 	<ul style="list-style-type: none"> • The company has had the HGU and there are no additional acreage in PT.GMP and PT PHP • The Company has made the process of dispute resolution by way of consensus and there is a dispute chronological road map and the agreement with okupan. This is in accordance with the criteria 2.2
Jorong Labuah Luruuh, Nagari Aia Gadang, Kec. Pasaman, Kab. Pasaman Barat		
<ul style="list-style-type: none"> • The existence of the company can improve the welfare of the community. The opening of jobs for the community 	<ul style="list-style-type: none"> • Assistance in accordance with the CSR program PT.GMP Year 2014-2015 with reference document SIA 	<ul style="list-style-type: none"> • Based on the assessment report on the implementation of CSR, a CSR is giving citrus seedlings to local

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
<p>around the Plantation and new business opportunities such as the construction of infrastructure, grocery shop and more.</p> <ul style="list-style-type: none"> • Help companies that received by Jorong Village Labuah Luruih 2015: Seeds of citrus, mosque construction, road maintenance agricultural production • In the preparation of the CSR program with representatives of the company Kejorongan evaluate CSR pelaksanaan previous year and consultation and communication to formulate a CSR program a year later, for example yesterday to evaluate realization of CSR in 2015 and develop CSR programs in 2016. • No contamination resulting from the plant and garden activities. The company has been managing the waste in accordance with applicable regulations. There is no land dispute in the HGU company. • The Company has been socializing area HCV protection, protection of river banks, should not be sprayed on the river banks, should not be a witch-hunt protected animals and should not be doing forest and land fires • In the dry season the road traversed by companies located in the region of Jorong Labuah Luruih watered twice every hour from 10.00 and 16.000 	<ul style="list-style-type: none"> • Consulting with kejurongan Tanjung Tanjung Pangkal Labuah Luruih to formulate CSR programs and equally meevaluasi implementation of CSR and kejurongan • Disseminating HCV and riparian areas and wildlife protection on stakeholders. • The Company regularly watering Bangdes road / main road in the dry season in anticipation of dust in a residential community along that road. 	<p>communities, development of infrastructure to benefit. This is in accordance with the criteria 6:11</p> <ul style="list-style-type: none"> • The company has a CSR program for the year 2016 were compiled with the community. This is in accordance with the criteria 6:11 • The Company has conducted socialization protected areas on 22 December 2015. This is in accordance with indicators 5.2.3
<p>Jorong Tanjung Pangkal, Lingkung Aur Village, Pasaman Sub-district, Pasaman Barat District</p>		
<ul style="list-style-type: none"> • About 18 percent of Jorong Tanjung Pangkal work in good company in the garden and plant. Most of the residents are members plasman farmers built PT GMP. • Help residents who have received from the company in 2015: the construction of the mosque, suspension bridge maintenance, construction MDA, participating ronggeng 	<ul style="list-style-type: none"> • 2016 will be further enhanced for communication and cooperation with the community around the company. • Assistance in accordance with the CSR program PT.GMP Year 2014-2015 with reference document SIA 	<ul style="list-style-type: none"> • The company has a CSR program for the year 2016 were compiled with the community. This is in accordance with Criterion 6.11

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
<p>preserve their culture.</p> <ul style="list-style-type: none"> The Company has been socializing area HCV protection, protection of river banks, are prohibited from spraying on the river banks, prohibited hunting of protected species and prohibited from forest and land fires. No contamination resulting from the plant and garden activities. Request residents Jorong Tanjung Base to the company: Each can be no development means good infrastructure or other activities in order to advance disosialisaskan to society, the development of methane and Junior School, and replanting was not disseminated to the public, the company in order to give priority to local employment and business opportunities new or enhanced partnerships for the community around the garden, a group of women farmers in order to help the company. In Block 54 concession company PT GMP are about 600 ha of land disputes between Jorong Rantau Panjang Vilage, Nagari Sasak with the company. The land has been bought and sold and one pemberlinya residents of Tanjung Jorong Pangkal. 	<ul style="list-style-type: none"> Already socializing HCV area protection, riverbanks and protection of animals at the stakeholder Contractors construction of community schools Tanjung Pangkal, where the company also has submitted information to the surrounding communities, workers / staff working in the company and the teachers, the community also Tanjung pangkal The Company will seek to settle the matter shall be resolved by way of consultations involving related parties. 	<ul style="list-style-type: none"> The Company has conducted socialization protected areas on 22 December 2015. This is in accordance with indicators 5.2.3 The Company has conducted the process of dispute resolution by way of consensus and there is a dispute chronological road map and the agreement with okupan. This is in accordance with the criteria 2.2
Worker Union PT GMP		
<ul style="list-style-type: none"> Legality Unions are complete (AD / ART, governance structure, members, already registered in the Manpower and The company has implemented underpaid wages, payment of wages was never late. All workers have registered as participants BPJS Employment. The Company is not treating workers in a discriminatory manner starting from the reception to work in all types of 	<ul style="list-style-type: none"> Already have a legal appropriate conditions. The company already provides UMP accordance with the decree of the Governor of West Sumatra each tahunnya.dan all employees are already registered as participants BPJS Employment. The company employs no children under age. 	<ul style="list-style-type: none"> Companies can show documents the formation of unions. This is in accordance with the criteria 6.6 The company can show that the payment of wages in accordance with the UMP and is known for the period November 2015 all workers have paid dues BPJS. This is consistent with indicators 6.5.1 and 4.7.6 The company has had a policy on age requirements and is based on a list of employees there are workers under 18 years old. This is in accordance with the criteria 6.7

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
<p>jobs.</p> <ul style="list-style-type: none"> The company already provides adequate infrastructure for workers, if something is broken quickly repaired. In 2015, meetings were held between the company and unions to discuss the document PKB. 	<ul style="list-style-type: none"> Complete infrastructure and facilities were adequate. Have a meeting between the company and unions in the discussion of PKB 	<ul style="list-style-type: none"> The company has been providing facilities for employees such as houses, places of worship and sports. This is consistent with indicators 6.5.3 The company can show the results of a summit on the PKB in January 2015. This is in accordance with the indicators 6.5.2
Local Contractor's of PT. GMP		
<ul style="list-style-type: none"> Making the SPK already transparent, no negotiation process and has been signed by both parties. Timely payment was never late The existence of companies can create employment and open up new business opportunities. Companies provide guidance to local contractors. APD workers provided by contractors, in case of work accidents is borne by the contractor. 	<ul style="list-style-type: none"> Conduct training and socialization of environmental problems and K3 to local contractors. Always remind and socialize PPE against contractors 	<p>Companies can show a list of contractors and third party which has been in accordance with the regulations. This is consistent with indicators 6.10.3</p>
Cooperative Employees of PT PHP 1		
<ul style="list-style-type: none"> The legality of the cooperative is complete, have the deed, AD / ART, management, and reporting RAT members. Currently engaged in savings and credit cooperatives, in 2016 will be directed to the provision of basic food items and more. Economic centers can be reached by the worker about 3 km by road. Turnover cooperative of about 20 million, lent to members who really need that are not consumptive, for example to send children 	<ul style="list-style-type: none"> Cooperative efforts already undertaken and still to savings and loans, the future will be developed to the procurement effort groceries and other necessities 	<p>Companies can show evidence of the formation of cooperatives with Decree No. 15 / BH / KDK.32 / X / 1998 for PT.GMP, Decree No. 14 / BH / KDK.32 / X / 1998 for PHP Estate I.</p>
Local Contractor's of PT PHP 1		

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
<ul style="list-style-type: none"> Preparation of SPK has been transparent, timely payment and if there are constraints can be resolved by the company with the deliberations. In the SPK emphasized that both parties (contractors) comply with labor laws and that workers wear PPE. Wages foreman Rp. 120,000 / day and aides Rp. 85,000. Advice: Companies that provide matching funds of 10% of the value of work as a fund for unexpected expenses eg natural disasters and so on. 	<ul style="list-style-type: none"> In Preparation SPK, the Company has done transparency to local contractors. Starting from the early stages of socialization activities until the tender process. 	<p>Companies can show a list of contractors and third party which has been in accordance with the regulations. This is in accordance with 6.10.3 indikator</p>
Gender Committee		
<p>There is a management committee of gender, socialization activities carried out 2 times a year. The socialization material environmental health, prevention and mechanisms of sexual harassment if it occurs. Until the audit occurred no incidence of sexual harassment against female workers.</p>	<p>The existence of Gender Committee within the company expected no outbreaks of violence and sexual harassment of female workers by socializing the employees and housewives</p>	<p>Based on the record form of ccomplaints, there are no complaints related to sexual harassment and abuse. This is in accordance with the criteria of 6.9.</p>
Worker Union PT PHP 1		
<ul style="list-style-type: none"> SPSI PT PHP1 own AD / ART, management, there is a membership cooperative, already registered in the Manpower and Transmigration Kab. Pasaman Barat. Process Management has given the rights of employees, wages are in accordance with the UMP, providing infrastructure, providing training to workers and more. Never do a meeting between the company and the union on the Moon in January 2015 to discuss the document PKB. All workers are already registered as participants BPJS health No child labor, no discrimination against workers. In order to avoid child labor company asks KTP and KK. 	<ul style="list-style-type: none"> SPSI PT. PHP own legality appropriate conditions. The company already provides UMP accordance with the decree of the Governor of West Sumatra each year. All employees are already registered a participant BPJ The company employs no children under age. 	<ul style="list-style-type: none"> Companies can show documents the formation of unions. This is in accordance with the criteria 6.6 The company can show that the payment of wages in accordance with the UMP and is known for the period November 2015 all workers have paid dues BPJS. This is consistent with indicators 6.5.1 and 4.7.6 The company has had a policy on age requirements and is based on a list of employees there are workers under 18 years old. This is in accordance with the criteria 6.7
Community Representatives of Kapar, Nagari Kapar, Uok Nanduo Sub-district, Pasaman Barat District		

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
<ul style="list-style-type: none"> The area of land Ninik Mamak Kapar been submitted to the Local Government District. Pasaman, then by the Government handed over to the foster parent or investor of oil palm plantations in this case PT PHP1, subject to their plasma wake palm garden. Companies have developed plasma for Ninik Mamak Kapar. If there are those who try to claim the PT PHP1 garden land have no basis. The Company regularly provides assistance to villages and the company also routinely provide guidance to farmers about fertilization, harvesting, spray. 	<ul style="list-style-type: none"> In the process of acquisition of land / land companies already run / are in accordance with existing procedures. And the company has been carrying out its obligations in terms that result from the acquisition of the land. The company has always been active in providing assistance to village communities whether it be assistance funds or material assistance in the form of charity and CSR. improving the local economy and the preservation of traditional culture. 	<ul style="list-style-type: none"> Companies can determine the smooth development of smallholdings in plasma development report in December 2015, for example wide area of 921.12 ha and yield 14.5. Based on the assessment report on the implementation of CSR, a CSR is giving guidance to the citrus seedlings and surrounding communities. This is in accordance with the criteria 6:11
Community Representatives of Sasak, Uok Nanduo Sub-District, Pasaman Barat District		
<ul style="list-style-type: none"> The company has been providing assistance to the people of Nagari Sasak example money 124 million to buy land relocation of victims of sea water abrasion, building MDA, participating in school construction. The area of land Ninik Mama Sasak been submitted to the Local Government District. Pasaman, then by the Government handed over to the foster parent or investor of oil palm plantations in this case PT PHP1, subject to their plasma wake palm garden. Companies have developed plasma for Ninik Mama Sasak. There is no land dispute in the oil palm plantation company PT PHP1. 	<ul style="list-style-type: none"> The company has always been active in providing assistance to village communities whether it be assistance funds or material assistance in the form of charity and CSR. improving the local economy and the preservation of traditional culture. In the process of acquisition of land / land companies already run / are in accordance with existing procedures. And the company has been carrying out its obligations in terms - terms that result from the acquisition of the land. 	<ul style="list-style-type: none"> Based on the assessment report on the implementation of CSR, a CSR is giving citrus seedlings to local communities, development of infrastructure to benefit. This is in accordance with the criteria 6:11 The company can show the smooth development of smallholdings in plasma development report in December 2015, for example wide area of 921.12 ha and yield 14.5.
Person of Land Dispute on Blok 54		

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
<ul style="list-style-type: none"> • Before any enterprise, public Ninik Mamak Tanjung Tanjung PangkalKids nephew Nagari Sasak Coastal sphere already exists. • Ninik Mamak Tanjung Lists give the land to Pasaman Regent and Regent submit to the company. The location of land that is currently cultivated by a society which is located alongside Sungai Batang Pasaman that are within the area of PT GMP is not Ninik Mamak land but owned subsidiary Tanjung Base nephew sphere Pesisr Nagari Sasak. • In 1994 the company PT Bukit open oil palm estates, the niece of the realm coastal community of children refuse oil palm development in locations that are currently cultivated. Akhirnya company does not work on land that is ± 70 ha whose position beside Sungai Batang Pasaman because of resistance from the realm of coastal communities nephew. Location ± 70 ha of land is located about 100 meters from the banks of the Batang Pasaman. • Then the company built ± 40 ha of oil palm plantation 200 meters from the road block M8 in the direction of ± 70 ha of land occupied by the community. Oil palm development ± 40 ha appropriated by the child domains nephew coast, oil companies ditumbang, planted Orange./ • In 2011 the company tried to establish oil palm plantations on land ± 70 ha, but resistance from the community of cultivators and finally stopped, until now none of the activities of corporate activity, are left. • Location ± 70 ha of land is now worked by the community and seagain traded. • Hope sharecroppers Block 54: Please keep land in block 54 is not bothered by the company, the soil as the only source of livelihood for the existence of the land is limited, 	<ul style="list-style-type: none"> • The Company will seek to settle the matter shall be resolved by consultations involving all relevant stakeholders. And also involving the regional government and law enforcement in this matter get into the realm of law. 	<p>The Company has conducted the process of dispute resolution by way of consensus and there is a dispute chronological road map and the agreement with okupan. This is in accordance with the criteria 2.2</p>

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
if the company imposes oil palm in land ± 70 ha is likely to be met with resistance from the community tillers.		

4.0 CERTIFIED ORGANISATION'S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY

4.1 Formal Sign-off of Assessment Findings

Hereunder sign by management representative from inspected company and audit team to acknowledge a field assessment and agree for all content explained in this assessment report, included of nonconformities issues.

Signed on behalf of:

PT. Gersindo Minang Plantation
& PT. Permata Hijau Pasaman
Sustainability Controller Wilmar Group

Mutuagung Lestari
Lead Auditor



Simon Siburat
Jumat, 22 January 2016



Muardi Marwas
Jumat, 22 January 2016

APPENDICES

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

No	Institutions / NGO / Community	Addres	Telepon/Email	forms of communication	Date	Respon	
						Yes	No
1	Environmental Agency	Pasaman Barat District. Sumatra Barat Province	-	Interview	19 January 2016	✓	
2	Labour Agency	Pasaman Barat District. Sumatra Barat Province	-	Interview	19 January 2016	✓	
3	Plantation Agency	Pasaman Barat District. Sumatra Barat Province	-	Interview	19 January 2016	✓	
4	National Land Agency , West Pasaman	Pasaman Barat District. Sumatra Barat Province	-	Interview	19 January 2016	✓	
5	Community Leader Village Labuah Luruih	Pasaman Barat District. Sumatra Barat Province	-	Interview	19 January 2016	✓	
6	Community Leader Tanjung Tangkal	Pasaman Barat District. Sumatra Barat Province	-	Interview	19 January 2016	✓	
7	Worker's Union of PT.GMP	Pasaman Barat District. Sumatra Barat Province	-	Interview	20 January 2016	✓	
8	Local contractor of PT GMP	Pasaman Barat District. Sumatra Barat Province	-	Interview	20 January 2016	✓	
9	Employees cooperative PT. PHP	Pasaman Barat District. Sumatra Barat Province	-	Interview	21 January 2016	✓	
10	Local Contractors Partner PT.PHP	Pasaman Barat District. Sumatra Barat Province	-	Interview	21 January 2016	✓	
11	Worker's Union of PT . PHP	Pasaman Barat District. Sumatra Barat Province	-	Interview	21 January 2016	✓	
12	Community representatives Kapa	Pasaman Barat District. Sumatra Barat Province	-	Interview	21 January 2016	✓	
13	Community representatives Sasak	Pasaman Barat District. Sumatra Barat Province	-	Interview	21 January 2016	✓	
14	Person of Land Dispute	Pasaman Barat District. Sumatra Barat Province	-	Interview	22 January 2016	✓	
15	Worker's PT.GMP and PT . PHP	Pasaman Barat District. Sumatra Barat Province	-	Interview	19-21 January 2016	✓	
16	World Wild Found	Indonesia	Wwf-indonesia@or.id	Email	15 January 2016		✓
17	Wahana Lingkungan Hidup Indonesia	Indonesia	informasi@wahahi.co.id	Email	15 January 2016		✓
18	Sawit Watch	Indonesia	info@sawitwatch.or.id	Email	15 January 2016		✓

Appendix 2. Assessment Program

Date	18-23 January 2016					
PROGRAM	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR				
		MM	YW R	MR	JA	DN
Monday, 18 January 2016						
06.00-08.00	JAKARTA → PADANG	√	√	√	√	√
08.00-13.00	PADANG → PT Gersindo Minang Plantation & PT Permata Hijau Pasaman					
15.00-16.00	Oppening Audit					
16.45 – 17.30	Discussion mismatch Surveillance Visits - 1 previously .					
Tuesday, 19 January 2016						
08.00 – 12.00	Field visit to PT Gersindo Minang Plantation <ul style="list-style-type: none"> Fertilization , Spraying , Harvest (Best management Practical) Completeness APAR , and so forth . Completeness fasilitas employees (housing , health clinics , clean water , etc.) Interview with the Executive Board of cooperatives , labor unions and Contractors Areas Conservation / environmental monitoring and Waste Management B3 		√		√	√
08.00 – 17.00	Consultation with the District Pasaman <ul style="list-style-type: none"> Environment Agency Labour Agency Plantation Agency National Land Agency Community representatives Kapa (Pucuk Kapa & Chief Indigenous Customary density Kapa)			√		√
14.00 – 16.00	<ul style="list-style-type: none"> Interviews with community leaders / representatives Villagers 	√	√	√	√	√
16.00 – 17.00	<ul style="list-style-type: none"> Continuing Observation Field Review of Documents and Clarifications Field 					
Wednesday , 20 January 2016						

08.00 – 12.00	Field visit to Gersindo POM <ul style="list-style-type: none"> • SCCS Verification • Interview with workers about worker welfare • Waste Water Management • Good Manufacturing Practices • OHS and emergency responses • environmental monitoring and Waste Management B3 	√					√
14.00 – 16.00 16.00 – 17.00	<ul style="list-style-type: none"> • Interviews with community leaders / representatives Villagers • Continuing Observation Field • Review of Documents and Clarifications Field 	√	√	√	√	√	√
Thursday, 21 January 2016							
08.00 – 12.00	Field visit to PT Permata Hijau Pasaman (Estate 01) <ul style="list-style-type: none"> • Fertilization , Spraying , Harvest (Best management Practical) • Completeness APAR , and so forth . • Completeness fasilitas employees (housing , health clinics , clean water , etc.) • Interview with the Executive Board of cooperatives , labor unions and Contractors • Areas Conservation / environmental monitoring and Waste Management B3 	√	√	√	√	√	√
14.00 – 16.00 16.00 – 17.00	<ul style="list-style-type: none"> • Interviews with community leaders / representatives Villagers • Continuing Observation Field • Review of Documents and Clarifications Field 	√	√	√	√	√	√
Friday, 22 January 2016							
08.00 – 10.00. 10.00 – 12.00	<ul style="list-style-type: none"> • Review of Documents and Clarifications • Audit finding preparation and conclusion 	√	√	√	√	√	√
14.00 – 15.00 15.30 - 20.30	<ul style="list-style-type: none"> • Closing Meeting <p>PT Gersindo Minang Plantation & PT Permata Hijau Pasaman → PADANG</p>	√	√	√	√	√	√
Saturday, 23 January 2016							
09.00 – 11.00	PADANG → JAKARTA	√	√	√	√	√	√