

**Roundtable on Sustainable Palm Oil Certification
RSPO**

Stage-1 Stage-2 Surveillance Re-Certification

Name of Management Organisation : Palm Oil Mill 3 – PT Dharma Satya Nusantara,
PT Dharma Satya Nusantara
Plantation Name : PT Dharma Intisawit Nugraha: Long Kejiak 1 Estate, Long Kejiak 2 Estate,
Long Kejiak 3 Estate

Location : Village of Muara Wahau, Sub District of Muara Wahau, District of Kutai
Timur, Province of Kalimantan Timur, Indonesia
Certificate Code : **MUTU-RSPO/055**
Date of Certificate Issue : 25 March 2015 Date of License Issue : 25 March 2016
Date of Certificate Expiry : 24 March 2019 Date of License Expiry : 24 March 2017

Assessment	Assessment Date	PT. Mutuagung Lestari Auditor	Reviewed by	Approved by
ASA-2	12 – 14 & 19 Januari 2016	Bukti Bagja (Lead Auditor), Radityo Puspanjana (Auditor trainee), Rudi Ramdani (Auditor), Sandra Purba (Auditor)	Octo HPN Nainggolan	Taufik Margani

Assessment	Approved by MUTUAGUNG LESTARI on:
ASA-2	15 February 2016

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Figure 1. Location Map of PT Dharma Satya Nusantara

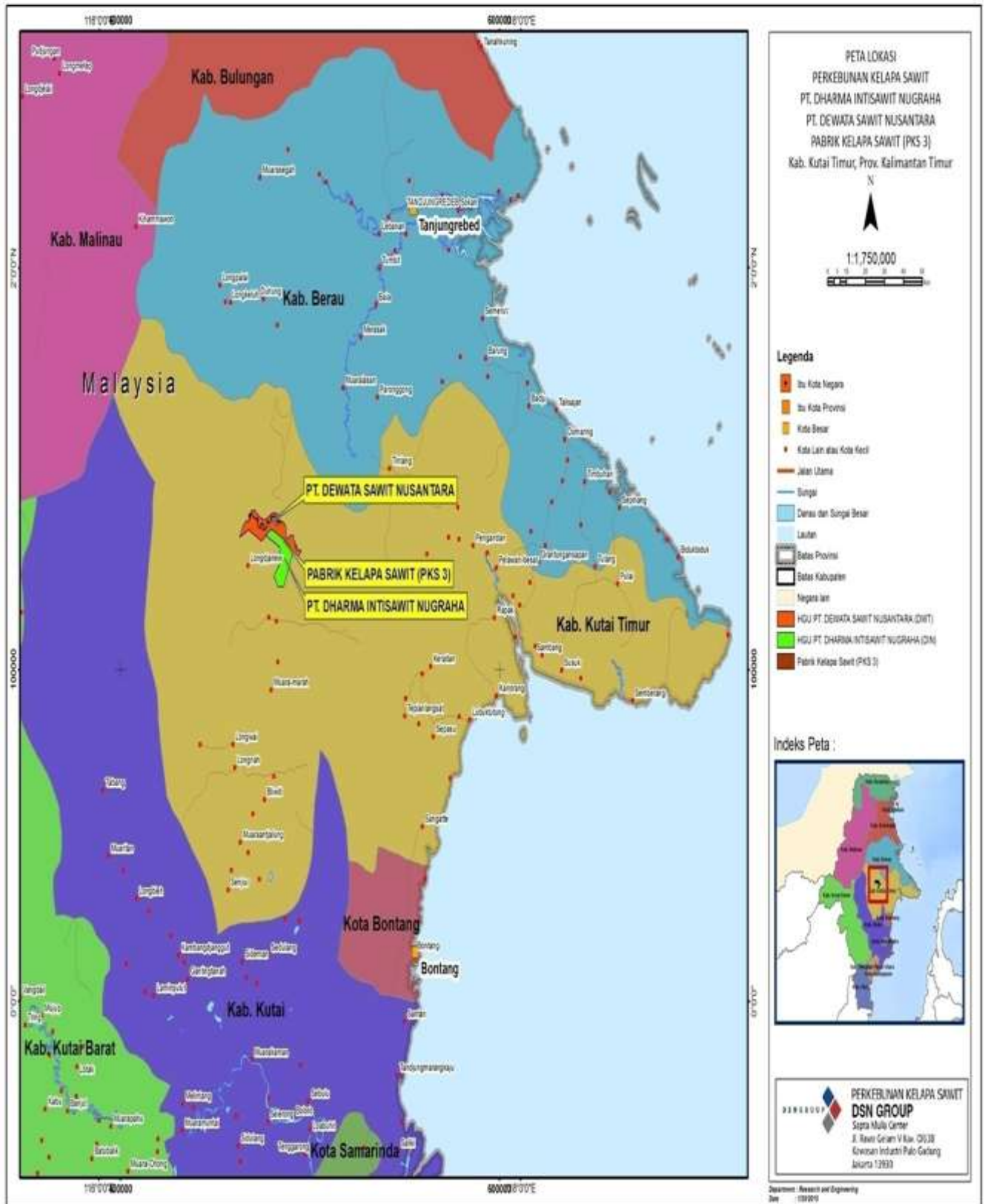
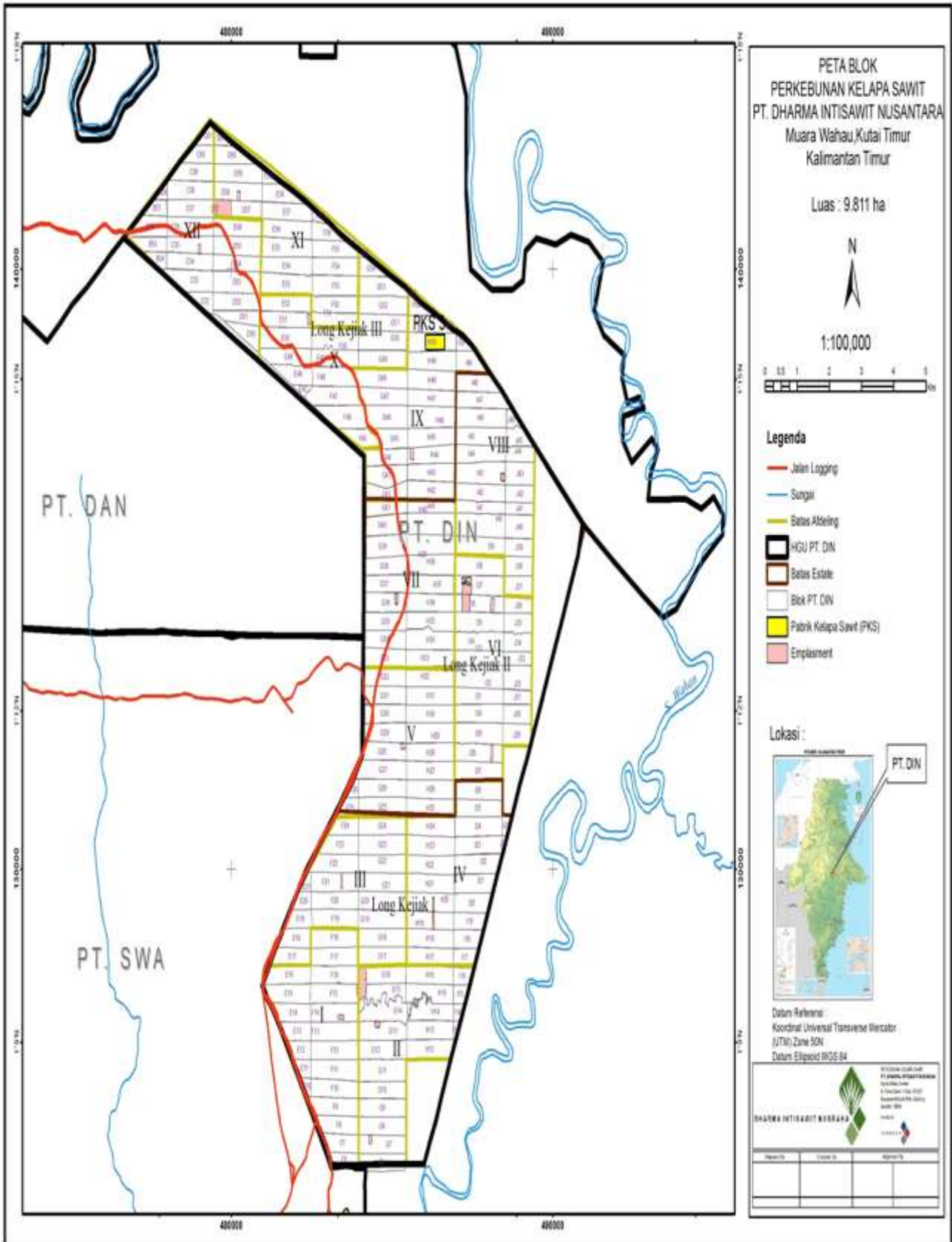


Figure 2. Operational Map of PT Dharma Intisawit Nugraha & PT Dharma Satya Nusantara



Abbreviations Used

ANDAL	:	Environment Impact Assesment
APAR	:	Fire Extinguisher
APD	:	Personal Protection Equipment
B3	:	Hazardous Material
BLH	:	Environment Agency
BOD	:	Biological Oxygen Demand
BPN	:	National Land Agency
CD	:	Community Development
CPO	:	Crude Palm Oil
CSR	:	Corporate Social Responsibility
DAS	:	Riparian Belt
EH	:	Estate Head
EWS	:	Early Warning System
FFB	:	Fresh fruit Bunch
HCV	:	High Conservation Value
HGU	:	Land Use Title
HIRAC	:	Hazard Identification Risk Assessment and Risk Control
IK	:	Work Instruction
IPAL	:	Waste Water Treatment Process
IUP	:	Plantation Business Permit
IUP-B	:	Plantation Business Permit for Plantation
IUP-P	:	Plantation Business Permit for Processing
JAMSOSTEK	:	Social security
K3	:	Occupational, Safety and Health
KER	:	Kernel Extraction Rate (Rendemen Kernel)
LA	:	Land Application
LB3	:	Hazardous Waste Material
LC	:	Land Clearing
LK	:	Long Kejiak
MN	:	Main Nursery
OER	:	Oil Extraction Rate (Rendemen Minyak Kelapa Sawit)
P2K3	:	Committee Occupational Health and Safety Adviser
PHT	:	Integrated Pest Management
PK	:	Palm Kernel
PKO	:	Palm Kernel Oil
PKS	:	Palm Oil Mill
PN	:	Pre Nursery
PP	:	Company Regulation
PT.DIN	:	PT. Dharma Intisawit Nugraha
PT.DSN	:	PT. Dharma Satya Nusantara
RKL/RPL	:	Environmental Management Plan/ Environmental Monitoring Plan
RSPO	:	Roundtable Sustainability Palm Oil
SKU	:	General Working Requirement
SMK3	:	Safety Management & Occupational Health System
SOP	:	Standart Operational Procedure
TBS	:	Fresh Fruit Bunch
TPSA	:	Landfill

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. Dharma Satya Nusantara – PT. Dharma Satya Nusantara	
1.2.2	Contact person	Agustinus Triwibowo	
1.2.3	Organisation address and site address	<ul style="list-style-type: none"> • Head Office : Jl. Rawa Gelam V, Kav. OR/3B, Kawasan Industri Pulo Gadung, Jakarta Timur • POM & Estate : Muara Wahau, Benhes, Dabeq & Diak Lay Village, Muara Wahau subdistrict, Kutai Timur Regency, East Kalimantan Province, Indonesia 	
1.2.4	Telephone	021-4618135	
1.2.5	Fax	021-4606942	
1.2.6	E-mail	agustinus.triwibowo@dsngroup.co.id	
1.2.7	Web page address	www.dsn.co.id	
1.2.8	Management Representative who completed the application for certification	Agustinus Triwibowo	
1.2.9	Registered as RSPO member	1-0135-12-000-00 (4 Desember 2012)	
1.3	Type of Assessment		
1.3.1	Scope of Assessment and Number of Management Unit	<ul style="list-style-type: none"> • PT. Dharma Satya Nusantara (Palm Oil Mill 3) & supply base : PT. Dharma Intisawit Nugraha (Long Kejiak 1 Estate, Long Kejiak 2 Estate & Long Kejiak 3 Estate) 	
1.3.2	Type of certificate	Single	
1.4	Locations of Mill and Plantation		
1.4.1	Location of Mill		
	Name of Mill	Location	Coordinate
			Latitude Longitude
	Palm Oil Mill 3	Village of Muara Wahau, Sub District of Muara Wahau, District of Kutai Timur, Province of Kalimantan Timur, Indonesia	01° 15' 21.7" N 116° 52' 29.1" E

1.4.2	Location of Certification Scope of Supply Base				
	Name of Supply Base	Location	Coordinate		
			Latitude	Longitude	
	Long Kejiak 1 Estate	Village of Muara Wahau, Sub District of Muara Wahau, District of Kutai Timur, Province of Kalimantan Timur, Indonesia	01° 09' 29.9" N	116° 51' 26.5" E	
	Long Kejiak 2 Estate	Village of Muara Wahau, Sub District of Muara Wahau, District of Kutai Timur, Province of Kalimantan Timur, Indonesia	01° 13' 04.5" N	116° 53' 12.6" E	
	Long Kejiak 3 Estate	Village of Muara Wahau, Sub District of Muara Wahau, District of Kutai Timur, Province of Kalimantan Timur, Indonesia	01° 16' 30.2" N	116° 48' 58.1" E	
1.5	Description of Area Statement				
1.5.1	Tenure				
	• State		9,811.7	Ha	
	• Community	-		Ha	
1.5.2	Area Statement				
			PT DSN (Ha)	PT DIN (Ha)	
			TOTAL (Ha)		
	• Total area		14.70	9,797	
	• Mature area		-	8,749	
	• Immature area		-	-	
	• Mill		14.70	-	
	• Infrastructure		-	402	
	• Occupation		-	-	
	• HCV			646	
	• Others area		-	-	
1.6	Planting Year and Cycles				
1.6.1	Age profile of planting year				
	Planting Year	Hectarage (Ha)			
		Long Kejiak 1	Long Kejiak 2	Long Kejiak 3	Total
	2005	2,275	-	-	2,275
	2006	567	1,319	-	1,886
	2007	88	1,512	1,831	3,431
	2008	-	86	1,071	1,157
	TOTAL	2,930	2,917	2,902	8,749
1.6.2	New Planting area after January 2010		-		Ha
1.6.3	Planting Cycle		1 st Cycle		
1.7	Description of Mill and Supply Base				

1.7.1	Description of Mill						
	Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)	CPO		Palm Kernel	
				Out put (tonnes)	Extraction (%)	Out put (tonnes)	Extraction (%)
	Palm Oil Mill 3	60	294,606	71,813	24.38	9,706	3.29
	<i>*Production data source from 12 months before assessment (January – December 2015)</i>						
1.7.2	Description of Certification Scope of Supply Base						
	Name of Estate	Total Area (Ha)	Planted Area (Ha)	FFB (tonnes/year)	Yield (tonnes/ha/year)	Supplied to Mill	
						FFB (tonnes/year)	%
	Long Kejiak 1	3,239.70	2,930	81,426	28	77,450	95.1
	Long Kejiak 2	3,498.00	2,917	88,920	30	85,013	95.6
	Long Kejiak 3	3,074.00	2,902	96,171	33	51,432	53.5
	TOTAL	9,811.70	8,749	266,517	30.47	213,895	-
	<i>*Production data source from 12 months before assessment (January – December 2015)</i>						
	<i>The difference of FFB produced by estate & supplied to POM :</i>						
	<ul style="list-style-type: none"> • <i>March & July 2015, Long Kejiak 1 supplied to POM 1 : 101 tonnes.</i> • <i>August 2015, Long Kejiak 2 supplied to POM 4 : 3,908 tonnes.</i> • <i>For period of 2015, Long Kejiak 3 supplied 46.55 tonnes FFB to POM 6.</i> 						
1.7.3	FFB description from other source						
	Name of sources	Organisation	Location	Supplied to Mill			
				FFB (tonnes/year)			
	Puhus 3 (RSPO Certified)	<i>PT DAN</i>	Village of Muara Wahau, Sub District of Muara Wahau, District of Kutai Timur, Province of Kalimantan Timur, Indonesia	34,466			
	Jabdan 1 (RSPO Certified)	<i>PT Swakarsa Sinarsentosa</i>	Village of Muara Wahau, Sub District of Muara Wahau, District of Kutai Timur, Province of Kalimantan Timur, Indonesia	21,154			
	Jabdan 2 (RSPO Certified)	<i>PT Swakarsa Sinarsentosa</i>	Village of Muara Wahau, Sub District of Muara Wahau, District of Kutai Timur, Province of Kalimantan Timur, Indonesia	5,768			
	Long Jenew 1 (RSPO Certified)	<i>PT Swakarsa Sinarsentosa</i>	Village of Muara Wahau, Sub District of Muara Wahau, District of Kutai Timur, Province of Kalimantan Timur, Indonesia	3,474			
	Long Jenew 2 (RSPO Certified)	<i>PT Swakarsa Sinarsentosa</i>	Village of Muara Wahau, Sub District of Muara Wahau, District of Kutai Timur, Province of Kalimantan Timur, Indonesia	5,156			
	Melenyu 1 (RSPO Certified)	<i>PT Dewata Sawit Nusantara</i>	Village of Muara Wahau, Sub District of Muara Wahau, District of Kutai Timur, Province of Kalimantan Timur, Indonesia	4,604			
	Melenyu 2 (RSPO Certified)	<i>PT Dewata Sawit Nusantara</i>	Village of Muara Wahau, Sub District of Muara Wahau, District of Kutai Timur, Province of Kalimantan Timur, Indonesia	85			
	Kemitraan 3 (515 smallholder member)	<i>Mitra PT DIN</i>	Village of Muara Wahau, Sub District of Muara Wahau, District of Kutai Timur, Province of Kalimantan Timur, Indonesia	5,741			
	Kemitraan 6 (109 smallholder member)	<i>Mitra PT DIN</i>	Village of Muara Wahau, Sub District of Muara Wahau, District of Kutai Timur, Province of Kalimantan Timur, Indonesia	457			

TOTAL		80,906					
<i>*Production data source from 12 months before assessment (January – December 2015)</i>							
1.7.4	Product categories	FFB, CPO, PK					
1.8	Estimate Tonnage of Certified Product						
1.8.1	Past Annual Claim Certified Product	Previous Certificate Claim 25 March 2015 to 24 March 2016 (tonnes/year)		Actual certified product 25 March 2015 to 10 January 2016 (tonnes/year)			
	• FFB Production	457,178.85		302,014.718			
	• CPO Production	114,295		75,594.80			
	• Palm Kernel (PK) Production	13,715		10,026.94			
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)		
	Long Kejiak 1	3,239.70	2,930	87,638	29.91		
	Long Kejiak 2	3,498.00	2,917	96,620	33.12		
	Long Kejiak 3	3,074.00	2,902	100,979	32.85		
	TOTAL	9,811.70	8,749	285,237	31.96		
<i>*Projected FFB production for February 2016 to January 2017</i>							
1.8.3	Estimate of Certified Palm Product Claim						
	Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)	CPO		Palm Kernel	
				Out put (tonnes)	Extraction (%)	Out put (tonnes)	Extraction (%)
	Palm Oil Mill 3	60	285,237	71,709	25.14	9,983	3.50
<i>*Projected CSPO and CSPK production for February 2016 to January 2017</i>							
1.9	Other Certifications						
	ISO 9001:2008		-				
	ISO 14001: 2004		-				
	OHSAS 18001:2007		-				
	ISCC		-				
	Others		ISPO PKS3 – certificate No.: 82450113012, date of 25 March 2015				
1.10	Time Bound Plan						
1.10.1	Time Bound Plan for Other Management Units						
	Management Unit		Estate (Supply Base)	Time Bound Plan	Location	Status	
	MILL	Time Bound Plan					
	PKS 1 (PT. SWA)	Juni 2012	Jabdan 2 (PT SWA)	June 2012	Kutai Timur district, East Kalimantan province	Certified	

		Smallholder (KM 5.9)	2015		Has been audited stage 2 on Nov 2015
PKS 2 (PT. DSN)	Juni 2013	Puhus 1, Puhus 2, Puhus 3 (PT DIN)	June 2013	Kutai Timur district, East Kalimantan province	Certified
PKS 3 (PT. DSN)	Agustus 2013	Longkejiak 1, longkejiak 2, longkejiak 3	August 2013	Kutai Timur district, East Kalimantan province	Certified
		Smallholder (KM 3)	2016		Non certified
PKS 4 (PT. DSN)	Nov 2014	Jabdan 1, Long Jenew 1, Long Jenew 2 (PT SWA)	Nov 2014	Kutai Timur district, East Kalimantan province	Certified
PKS 5 (PT. DSN)	2016	Bukit Pandulangan 1, Bukit Pandulangan 2, Bukit Pandulangan 3	2016	Lamandau district, Middle Kalimantan province	Non certified
PKS 6 (PT DSN)	2016 (Noncertified)	Melenyu 1, Melenyu 2, Melenyu 3 dan Melenyu 4 (PT Dewata Sawit Nusantara)	Certified	Kutai Timur district, East Kalimantan province	-
1.10.2	Progress of Associated Smallholders and Outgrowers for Certifiable Standard				
	Outgrower which supply to Palm Oil Mill 3 has been planned to be certified in September 2016.				

2.0	ASSESSMENT PROCESS
2.1	Assessment Team
ASA-2	<ol style="list-style-type: none"> Bukti Bagja (Lead Auditor). Master of Science majoring environment, Indonesia University. He had involved in RSPO assessment and HCV for GIS. The training he has followed namely . ArcGIS, MAPInfo, Global Mapper, ER MAPPER, ERDAS Imagine, Indonesian Sustainable Palm Oil auditor and Awareness RSPO. In this ASA-2, he assest on aspect of : legality, social and conservation. Sandra Purba (Auditor). Bachelor of Forestry, Department of Forest Products Technology, Faculty of Agriculture, University of North Sumatra. Have experience working in oil palm plantations Company. She had attended such training: Training Expert of OHSAS General, Training ISPO & RSPO Lead Auditor. In this ASA-2, she assest on aspect of worker welfare, occupational, safet & health. Rudi Ramdani (Auditor). Bachelor of Agriculture Majoring in Agronomy, Agriculture Faculty of Bogor Agriculture Institute. He has working experienced more than two years as an operational staff in a private oil palm plantation company in Indonesia. Several training he has followed namely: Indonesian Sustainable Palm Oil auditor, Awareness RSPO, Management System Certification (ISO 9001-2008) training, and implementation of SMK3. In this ASA-2, he assest on aspect of : environment, handling of hazardous material. Radityo Puspanjana (Auditor). Bachelor of Agriculture, majoring in soil science, Andalas Univercity of Padang, West Sumatera. He had work at Plantation Department of Riau Province, part of Palm Oil Plantation Forming, and as team member of Pemetaan Tata Ruang Wilayah Riau 2014. The training he has followed namely : SIG, ISPO & RSPO Awareness. In this ASA-2, he assest on aspect of : best management practices and soil conservation.
2.2	Assessment Methodology, Assessment Process and Locations of Assessment
2.2.1	Figure of person days to implement assessment
ASA-2	<p>Number of auditors : 4 auditor Number of days for ASA-2 at site : 4 days Number of working days for ASA-2 at site : 16 Working days</p>
2.2.2	Assessment Process
ASA-2	<p>The assessment was conducted by measuring the sufficiency of implementation with the consistency done by the PT Dharma Satya Nusantara to 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 D / E for CPO Mill).</p> <p>The assessment was conducted in three methods: (1) document review, aiming to observe the sufficiency of types or substances from required documents; (2) <i>interview</i>, aiming to obtain more detailed information and cross check the information; and (3) field observation, aiming to observe directly the sufficiency of implementation on site.</p> <p>Some opportunities for improvement of the results 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-3 assessment. All information obtained was recorded in Check List of PT Mutuagung Lestari (MUTU) and part of ASA-2.</p> <p>The assessment program please find Appendix 2</p>
2.2.3	Locations of Assessment
ASA-2	<p>POM 3 :</p> <ul style="list-style-type: none"> Mill (POM 3), Chemical Warehouse and Workshop. Field observations to look at the FFB admissions process until processing FFB in POM 3, Implementation of OHS aspects and environmental management has been done. All employees wear appropriate PPE, labor could explain the duties and responsibilities of each well. WWTP of POM 3. Based on field observations note that the WWTP area is a restricted area, and has carried out reforestation activities at the site of the WWTP area. WWTP is in low tide conditions. There were no spills or spills

of effluent into the environment. Then the WWTP also been equipped with an adequate reserve in case of leakage. Also equipped with a sedimentation pond.

- Sedimentation pond (pond number 10 and pond number 1) in POM 3. Based on field observations note that Water from the former housekeeping activities mills supplied to the sedimentation pond.
- Reservoir mills and WTP. Based on field observations known to the condition of the water in the reservoir under conditions of low tide, then the WTP has been quite good, the building is equipped with a mixing of chemicals, the completeness of Personal Protective Equipment and also workers have been equipped with a good flow meter for process and domestic water use.
- Clay bath stations and WWTP inlet flow meter. Based on field observations known that clay bath station is functioning properly, as well as WWTP inlet flow meter to the WWTP.
- Building an EFB piling at POM 3. Based on field observations note that the floor of the building where the build-up of EFB has done hardening. Leachate from EFB flowed into the sludge pit and also supplied to the sedimentation pond.
- Hazardous Waste warehouse of POM 3. Based on field observation known that Hazardous Waste warehouse has been equipped with PPE, light fire extinguisher and other safety fittings were adequate. Hazardous Waste warehouse has been equipped with a second containment and Hazardous Waste symbolization.

Estate Long Kejiak 1 :

- Boundaries Pole number DIN 47; DIN 48; DIN 49 in Long Kejiak Conservation Block 1; Boundaries Pole in Block Conservation in good condition and well maintained, numbering visible and Boundaries Pole in a position corresponding to the coordinates of the boundaries pole pin list from National Land Agency.
- Boundaries Pole number DIN 071, DIN 001, and DIN 002 in Afdeling 12 Long Kejiak 3: Boundaries Pole in good condition and well maintained, numbering visible and Boundaries Pole in a position corresponding to the coordinates of the Boundaries Pole from National Land Agency.
- HCV area of Riparian Kendeng River in Long Kejiak 1: HCV in preserved condition, there is a ban on chemical applications board on the river banks, there are signs marking the boundary river border in the form of palm staple and boundary markers of HCV.
- HCV area of Secondary Forest in Conservation Block Long Kejiak 1: HCV in preserved condition, there is evidence of rehabilitation conservation area with meranti trees, there is a signboard, and there are officers who patrol the conservation area.
- Afdeling 1 Block E15.16. (Harvesting). Field observations and interviews with the Supervisor and harvester related to the secure employment, harvesting criteria, the process of career, harvest job training, First Aid Supervisor, wages, labor unions and worker grievance. Supervisor equipped with First Aid box and technical understanding about First Aid. Harvester equipped with PPE (helmet, goggles, and boots) and knows the trade unions. Wages that the workers received is followed the rules of the prevailing wage.
- Afdeling 1 Block E 13.14. Observations of Barn Owl Box (BOB) as an effort to suppress the pest rats and observation of the beneficial utilization plan and application of EFB.
- Afdeling 1 Block E.16 (Spraying activity). Observation and field interviews with supervisor and sprayers related to the safety in work, the process of career paths, spray training, First Aid supervisor, wages, unions, examination of periodic health, PPE (apron, goggles, boots, masks, gloves) and handling of workers complaints. Known post-spraying activities work tools and PPE cleaned at washing house located on Afdeling E.15 and PPE is stored in the PPE storage house.
- Afdeling 1 Block F.18 (Manuring). Observation and field interviews with supervisor and fertilization workers related to the safety in work, fertilization technical, dose of fertilization, the process of career paths, fertilization training, First Aid supervisor, wages, unions, examination of periodic health, PPE (apron, goggles, boots, masks, gloves) and handling of workers complaints. Known post-spraying activities work tools and PPE cleaned at washing house located on Afdeling E.15 and PPE is stored in the PPE storage house.
- Housing Afdeling 4 and Afdeling 2, Long Kejiak 1 Estate. Field observations made to the availability and feasibility of employee facilities. Housing has been provided with adequate, the management of domestic waste is done well, child care facility provided and the facility of emergency response has been provided with adequate.
- Workshop Long Kejiak 1 Estate. Field observations and interviews were conducted to see the implementation of OHS aspects and environmental management has been done. All employees wear an appropriate PPE; labor could explain the duties and responsibilities of each well.

- Clinical Long Kejiak 1 Estate. Field observations and interviews with paramedics, health care for employees has been adequate, all employees can be treated for free. Generated infectious waste has been managed well.
- Fire extinguishers Long Kejiak 1 Estate. Field observations and interviews with emergency response teams, fire fighting facilities have been provided with adequate, simulations have been conducted and all equipments in standby mode.
- Housing Afdeling 9 and Afdeling 22, Long Kejiak 3 Estate. Field observations made to the availability and feasibility of employee facilities. Housing has been provided with adequate, the management of domestic waste is done well, facility of child care is provided and the facility of emergency response has been provided with adequate.
- Block G 18, Afdeling 1, the fire tower. Based on observations and interviews with fire monitors that the information obtained during the year 2015 was not happened a fire in the estate scope, officers have been equipped with adequate communication tools and the fire tower monitors is still fit to use.
- Block F16, Afdeling 1, Landfill. Based on field observations known that inorganic waste management is done by dumped in the landfill, while the organic waste from households is used for composting activities.
- Hazardous Waste and Material warehouse, complex emplacement Estate Long Kejiak 1. Based on field observations and interviews with the officer in charge at the two locations it was found that: officers have been explained well about workflow along with the potential hazard, completeness workwear, PPE and symbolization of Hazardous Waste and Material has provided well.
- Building to filling solar fuel, complex emplacement Estate Long Kejiak 1. Observations show that the tub is equipped with a second diesel adequate containment in the event of a leak or spill, the location has been equipped with PPE, work instructions and has carried a hardening.
- Block F 14-15, Afdeling 1, Kenden Besar riparian. Company has made the installation of warning signs prohibiting boards spray application and boundary marking spray by red paint on the oil palm tree as far as ± 20 m (3 oil palm tree). Based on field observations, known riparian river near the oil palm tree fertilization is done by making a manure pit on the side of the subject, and then covered again with soil.
- The house where the spraying tools is washed and working tools storage and sprayer team apron in Afdeling 1. Based on field observations note that the washing facilities, work tools storage and sprayer team apron is in good condition.

Estate Long Kejiak 3 :

- Afdeling 2 Block E 57.58 (harvesting, chemical, manuring). Field observations and interviews with supervisor and workers related to the technical safe work, work instructions, process of career, job training, First Aid Supervisor, wages, labor unions and worker grievance. Supervisor equipped with First Aid box and First Aid technical understanding. Workers equipped with PPE as well as knowing the unions. Wages workers have followed the rules of prevailing wage.
- Afdeling 2 Block C.04. Observations related to pest and disease control by using beneficial plants with type *Turnera Subulata*.
- Workshop of Long Kejiak 3 Estate. Field observations and interviews were conducted to see the implementation of OHS aspects and environmental management has been done. All employees wear an appropriate PPE; labor could explain the duties and responsibilities of each well.
- Clinical Long Kejiak 3 Estate. Field observations and interviews with paramedics, health care for employees has been inadequate, all employees can be treated for free. Generated infectious waste has been managed well.
- Fire extinguishers Long Kejiak 3 Estate. Field observations and interviews with emergency response teams, fire fighting facilities have been provided with adequate, simulations have been conducted and all equipments in standby mode.
- Hazardous Waste warehouse and Material warehouse, complex emplacement Estate Long Kejiak 3. Based on field observations and interviews with the officer in charge at the two locations it was found that: officers have been explained well about workflow along with the potential hazard, completeness workwear, PPE and symbolization of Hazardous Waste and Material has provided well.
- The house where the spray working tools is washed and working tools warehouse and sprayer team apron in Afdeling 11. Based on field observations note that the washing facilities, working tools warehouse and sprayer team apron is in good condition.
- Blocks H49, Afdeling 9, and the location of application blocks of effluent and well control. Based on interviews and field observations known to the application of effluent last performed in the month of August 2015, during the visit,

	<p>the flatbed in dry conditions. There were no spills of effluent in the outside of the application block. Then, based on observations in monitoring well in the block, it is known that the condition of the monitoring wells water visually in clear conditions.</p> <ul style="list-style-type: none"> • Afdeling 9, the wells control of employee housing. Based on the observation to the wells control housing, it is known that the condition of the wells water visually in clear conditions. • Bendali (Controlled Dam) and WTP in Afdeling 9. Based on field observations known to the management of water supply have been going quite well. Water flowed from controlled dam to the WTP. The water from WTP subsequently flowed to house workers. The water from WTP also has tested as clean water.
2.3	Stakeholder Consultation and Stakeholders Contacted
2.3.1	Summary of stakeholder consultation process.
ASA-2	<p>Summary of stakeholder consultation process Consultation of stakeholders for PT Dharma Satya Nusantara was held by: Public Notification at www.mutucertification.com 14 day before assessment done. Public consultation meeting with internal stakeholders by interviews and local stakeholders conducted by visits to villages and interviews with local peoples at January 12, 2016. Numbers of input from stakeholders were clarified by PT Dharma Satya Nusantara</p>
2.3.2	Stakeholder contacted
	<i>Please find appendix 1</i>
2.4	Determining Next Assessment
ASA-2	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 Palm Oil Mill 3 – PT Dharma Satya Nusantara operation consisting of one (1) mill and three (3) oil palm estates.

During the assessment, there were zero (0) Nonconformities were assigned against Major Compliance Indicator(s); two (2) nonconformity(s) were assigned against Minor Compliance Indicators ; and zero (0) nonconformance(s) against supply chain requirement for CPO mill and five (5) opportunity(s) for improvement were identified.

Further explanation of the non-conformities raised and corrective actions taken by the company are provided in section 3.5. Those corrective action(s) taken that consist of zero(0) Major non-conformity(s) and two (2) Minor non-conformity(s) shall be verified during next assessment.

MUTUAGUNG LESTARI found that Palm Oil Mill 3 – PT Dharma Satya Nusantara 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 D / 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>Indicator 1.1.1 major : Company owns Storage period time conditions available in the form of FM-STD-18-R00 for each company. In the document notes Name Records / documents, time needs as an active archive, needs to be kept in archive room: yes / no, long kept in archive room.</p> <p>Indicator 1.1.2 major : Company has been disseminating related documents that can be accessed by the public and the public has to know these documents accessible. Socialization is done in several stakeholders such as around the village and government agencies. Any requests for information that goes to PT DIN will be sent directly through a team of CSR for all units of PT DSN, the forms of the information summarized in the external book of incoming mail, e.g. Financial proposal request for funds from the government of East Kutai district. Muara Wahau Benhes village on April 20, 2015 and in responding by the company on 25 April 2015 in accordance with the acceptance of the financial assistance described in the proposal. The results of interviews with villagers known that the response to the letter or submission of proposals and other information requests has done fairly well and quickly. OFI: Companies are encouraged to improve timeliness of the reports that are routine to the related agencies.</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>Indicator 1.2.1 major : There are Standard Operating Procedures of communication and consultation 0215B / SWA-CSR-WHU / VI / 2012, which</p>	

describes the information that is accessible to the public such as; Vision and mission of the company, company policy, EIA Document, location permit, Land Use Title, (Plantation Business Permit), Building Construction Permit, Boiler Permit, Generator Permit, Sterilizer Permit, Estate Map, Licenses and Permits of Paramedic Clinics, Licensed Hazardous Waste Warehouse, Permits related to the POM, company regulations, Estate operational Organizational Structure, quarterly reports of companies, reports of conflict resolution, OHS Program, CSR reports, and reports and social conflict resolution stage.

The results of interviews with people around PT. DIN knew some examples of documents that can be known by the local community such as; EIA document, social conflict settlement process, CSR reports and policies created by the company. Related to the duration of saving documents as incoming mail can be stored 1-3 years and 1-2 years of archives stored in archive room just as described in the form of FM-STD-18-R00.

Status: Comply

1.3

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

Indicator 1.3.1 minor :

Company has established and set commitments associated with the code of integrity and ethical conduct in all operations and transaction execution. The commitments contained in the guidance document quality DSN Group, No document PDM-AGR-R04 issue dated May 1, 2015 was passed by the Executive Director of Business Unit , Agro I. In clause 7.5 of ethical behavior in all transactions and business operations, stated that:

- Each activity must reflect adherence to fair business practices
- Prohibits any employee for corruption, bribery and fraud in the use of funds and resources
- Provide information in accordance with applicable laws and practices of the oil palm industry

Socialization under the code of integrity and ethical behavior in all the operation and transaction to LK3 and LK1 employees held on June 3, 2015.

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.

Indicator 2.1.1 major :

Proof of adherence to legal requirements that are relevant to employment and OHS, such as::

- Company has registered the entire workforce in the program of Social Insurance Agency for Labor and Health (BPJS)
- Company has adjusted the wages of employees with the latest provisions of the East Kalimantan Governor decree Number 561 / K.773 / 2015 concerning the establishment of the East Kutai Regency minimum wage for the period 2016 to Rp 2.276.312 valid from January 1, 2016
- All the heavy equipment operators have attended training and coaching about OHS and has an operator license
- Reporting quarterly activities of Guiding Committee of Occupational Safety & Health have been sent regularly to the relevant agencies.

Indicator 2.1.2 minor :

Written information about legal requirements have been provided and maintained, the document storage is done in the each of respective unit and (estates and mill). A list of legal requirements indicated in the form of a summary document of evaluation of compliance with laws and regulations covering regulatory aspects of OHS, environmental, labor, legal and operational, number documents DK-MS-01A-R01 update in January 2016. Things which are informed in the document include: the name and number of the rules, the agency that issued, substance, and related article, compliance (physical and administrative fields). Based on the review of the document is known that the company has been updating all regulations relevant to the operations of the estates and mill.

Indicator 2.1.3 minor :

Mechanisms to ensure the application of the relevant regulatory compliance with the mill and estate described in the Standard Operational Procedure document of laws identification and other legal requirements, document number SOP-AGR-024-R01 issue dated 8 September 2014. At points 1.1 outlined considerations relating to the legality of the petition

diagram begins with their operational needs associated with licensing / legal considerations, discuss and gather information on how compliance, prepare a summary (in consultation with the consultant if required), deliver to the user / BOD for discussion and final decision to implement the results. Then in the general provisions of points 5 said that every six months dept SHE / HCD / HCO / Legal monitor and evaluate compliance with laws and regulations applicable of legal requirements. The evaluation results can be news events, reports, checklists or minutes of meetings.

Indikator 2.1.4 minor :

The company has had a SOP for tracking updates the evaluation of compliance legislation in the SOP-AGR-024-R01.

However, tracking and evaluation system has not been implemented properly so it is found a delay in updating for a long time (more than 1 year), **for examples:**

- Statue No. 37 year 2014
- Company Regulations No. 66 year 2014
- Regulation of Environmental Ministry No. 5 year 2014 on the effluent standard quality. **NCR No.2016.01.**

2.1.4 Minor	Status: Non-conformance NCR No.2016.01
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2.2

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

Indicator 2.2.1 major:

Company has clear land rights and not opposed by the local community. Recording legal documents showing legal ownership, ownership history and for a time period are as follows:

1. POM 3 PT DHARMA SATYA NUSANTARA

- Building Use Title Decree of National Land Agency Regional Office of East Kalimantan Province No. 20 / HGB / BPN-64/2011 2nd Feb 2011 for an area of 14.70 hectares. Valid for 20 years.
- Building Use Title Certificate No. 04 Year 2008 dated March 23, 2011 covering an area of 14.70 hectares in the village of Muara Wahau, Muara Wahau District, East Kutai Regency. Measurement certificate No. 01 / Muara Wahau / 2011 dated February 23, 2011.
- Decree of the East Kutai Regent No. 188.4.45 / 057 / Eko.1-V / 2011 dated May 10, 2011 on the Granting of processing plantation business permit (IUP-P) POM Phase II on behalf of PT Dharma Satya Nusantara capacity of 60 Tons FFB / Hour located at Muara Wahau District, East Kutai Regency.

2. PLANTATION OF PT DHARMA INTISAWIT NUGRAHA (DIN)

- Location Permit in accordance to East Kutai Regent Decree No. 136 / 02.188.45 / HK / IV / 2004 dated 28 April 2004: ± 10.125 hectares in the village of Muara Mahau, Benhes, Dabeq and Diak Lay, Muara Wahau District, East Kutai.
- Location Permit extension in accordance to East Kutai Regent Decree Number: 175 / 02.188.45 / HK / V / 2006 dated May 24, 2006: ± 10.125 Hectares.
- A release decree of convertible production forest from forestry minister Number: 130 / Menhut-II / 2005 dated May 23, 2005 for an area of 10.125 hectares for oil palm plantation. PT. Dharma Intisawit Nugraha.
- A land use title decree Number: 66-HGU-BPN RI-2007 dated December 19, 2007: 9.811.85 hectares. Valid for 30 years.
- A land use title certificate Number 22 Year 2008 dated January 15, 2008: 9.811.85 hectares. Valid for 30 years, was dropped into 9.797.149 Hectares.
- Letter head of the National Land Agency of the Republic of Indonesia Number 3829 dated December 20, 2010 about waiver application right for Land Use Title Number 22 year 2008 on behalf of PT. Dharma Intisawit Nugraha. The released area covering an area of 14.70 hectares which would then be requested for Building Use Title on behalf of PT. Dharma Satya Nusantara for POM 3 development and its supporting facilities.
- East Kutai Regent Decree Number: 431 / 01.188.45 / HK / IX / 2007 dated August 24, 2007 on the Granting of plantation business license (IUP) to PT. Dharma Intisawit Nugraha for the purpose of oil palm in area of ± 10.000 hectares located in Muara Wahau District, Benhes, Dabeqdan Diak Lay, East Kutai Regency.

Indicator 2.2.2 minor :

Demarcation of legal boundaries have done well referring to the boundaries pole map PT. DIN from National Land Agency. Records of legal limit demarcations are as follows:

- Land Use Title map as an attachment to the Land Use Title certificate in 2007.
- Letter from the Regional Office of East Kalimantan Province No. 230 / 4-64200 / IX / 2012 dated 25 September 2012 which describes about the coordinates of Boundaries Pole PT DWT. There are 84 boundaries pole.
- Letter from the Regional Office of East Kalimantan Province No. 229 / 4-64200 / IX / 2012 dated 25 September 2012 which describes the coordinates of Boundaries Pole PT DIN. There are 87 Boundaries Pole (1-74, except 65 and 66; GPS 1-5; intersection of 10 stakes)

To ensure legal boundary conditions, PT DIN has a boundaries pole marker documentation as follows:

- LK 1: 33 peg entirely in good condition suitable in monitoring dated December 1, 2015.
- LK 2: 22 peg entirely in good condition suitable in monitoring dated December 1, 2015.
- LK 3: 32 peg entirely in good condition suitable in monitoring dated December 1, 2015.

The results of field visits in Estate Long Kejjak 1 indicates that the boundary pole markers are in good condition and well maintained e.g. peg of DIN 47; DIN 48; DIN 49 in Conservation Block. Likewise, the results of field visits in Afdeling 12 Long Kejjak 3 Estate which indicates that the boundary pole markers are in good condition and well maintained e.g. peg DIN 071, DIN 001 and DIN 002.



Figure 1. Boundaries Pole Sample of PT. DIN and Physical Demarcation

Indicator 2.2.3 minor, 2.2.4 major & 2.2.5 minor :

Interviews with the management of PT. DIN indicates that up to the audit ASA-02 carried out no land conflicts that occur in PT. DIN areal (LK1, LK2, and LK3). Document of hectare statement in 2015 which showed that the entire concession area (9.797 hectares) can be controlled and managed by a company effectively with details:

- Planting Area: 8.749 hectares
- Building: 151 hectares
- Streets: 221 hectares
- Conservation: 646 hectares
- Other (Neighborhood Mill): 30 hectares

Confirmation with this case is also obtained from:

- A public consultation with the local community (Benhes and Muara Wahau Village) stating no land conflicts between villagers and PT. DIN at the time of opening up to the audit ASA-02.
- A public consultation by the National Land Agency of East Kutai and village communities around the estates to confirm that there are no ongoing dispute between PT DIN with surrounding communities.

For the Land Use Title area PT. DIN, there is no process of compensation for the entire plantation from Forest Area (Ex Forest Concession) that have been released by the Ministry of Forestry through Convertible Production Forest Release Decree No. HPK 130 / Menhut-II / 2005 dated May 23, 2005 for an area of 10.125 hectares for oil palm estates on behalf of PT Dharma Intisawit Nugraha.

The management unit has mechanisms for resolving conflicts / complaints / claims described in the Standard Operational Procedure of Communication and Consultation No. 215B / SWA-CSR-WHU0VI02912 dated June 7, 2012 which was approved by the representatives of the village authorities and company representatives. Village parties also have a copy

of the Standard Operational Procedure.

Indicator 2.2.6 major :

There is no indications of the use of violence in resolving conflicts in the society. Standard Operational Procedure about conflict resolution mentions the stage of completion conflict is by consensus or by law. A public consultation with the local community on January 12, 2016 also showed that there was no indication of the use of violence and other fees in the settlement of social problems.

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.

Indicator 2.3.1 major :

Verification of documents and field visits showed that the use of land for Oil Palm Plantation by PT. DIN not reduce the rights of customary / legal rights in society. Assessment in the document Social Impact Assessment (SIA) and public consultation with East Kutai National Land Agency and the surrounding communities shows that there are no traditional rights are impaired by the operational of PT. DSN and PT. DIN.

Indicator 2.3.2 minor :

Areal PT. DIN entirely from Forest Area (Ex Forest Concession) that have been released by the Ministry of Forestry through Convertible Production Forest Release Decree No. 130 / Menhut-II / 2005 dated May 23, 2005 for an area of 10.125 hectares for Oil Palm Estates on behalf of PT. Dharma Intisawit Nugraha.

Indicator 2.3.3 minor & 2.3.4 major :

Confirmation with this case is also obtained from:

- A public consultation with the local community (Benhes and Muara Wahau Village) stating there are no indigenous land taken by the company at the time of opening up to the audit ASA-02.

A public consultation by the National Land Agency of East Kutai and village communities around the estates to confirm that there are no ongoing dispute between PT. DIN with surrounding communities.

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.

Indicator 3.1.1 major :

Company has a business plan documents in the form of work plan documents and budget years 2016-2019 for POM 3 PT. DIN. This document contains information in the form of a statement hectares in 2015, profit and loss of the total revenues, projected expenses, projected targets, financial assumptions, CSR management plan 2015-2018, the work program of SHE dept 2015-2018. Each year the company conducts an evaluation of the realization of the annual work plan is carried out simultaneously with the work plans (Budget) next year and compares with the 3-year work plan.

Annual observation report results of data production in 2015 indicate the achievement of FFB production, CPO and Kernel exceeds 2014 Projections set by the management unit. Known in the work plan and the budget years 2016-2019 known that there is no replanting activities.

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.

Indicator 4.1.1 major:

Company has had work instructions or Standard Operational Procedure for all estates activities. Work instructions / Standard Operational Procedure includes all estate activities ranging from land clearing, nursery practice, oil palm planting, LCC planting, maintenance and fertilizing, pest and disease management, harvesting to delivery of the fruit to the mill. After passing through the process, FFB will be sent to the POM and regulated by the Standard Operating Procedures and Work Instructions which contains all the procedures at the mill from reception to dispatch CPO and PKO and the quality

of the resulting production.

Based on field visits and interviews with the harvesters and supervisors at the LK 2 Afdeling E.15. 16 known that workers have understood the existing working procedures as well as a visit to the POM 3 where the workers have known about the procedures and criteria for fruits.

Indicator 4.1.2 minor & 4.1.3 minor :

Company owns the Operational Audit Department to conduct an examination of the operations of the estates and mill through the department of OA (Operational Audit). For the estate inspection carried out every six months and for mill performed every 2 weeks. There are examples of the audit observations results were carried out in the LK1 and LK3 also have remedial action on findings that have not been appropriate. As the implementation of the entire operations of the company, Estates and POM are recorded in the form of Monthly Report for POM (POM 3).

Indicator 4.1.4 major:

The mill has been noted well about the origin of the entire FFB that coming into the mill. Since May 2015, there is no fruits from third parties in accordance with the company policy to apply the model of Supply Chain Identity Preserve memorandum number 0041 / MS / V / 2015 dated May 13, 2015 of the Representative Management to the Mill, Plantation, Department, Region Head SBU Agro I.

Based on the supply data for FFB in the past year (Jan - Dec 2015), the total FFB is 312.454.360 tons of coming FFB with FFB resources as follows:

1. PT. Dharma Agrotama Nusantara
 - Long Kejiak 1 (Certified) : 81,506 tons (26%)
 - Long Kejiak 2 (Certified) : 87,291,870 tons (28%)
 - Long Kejiak 3 (Certified) : 55,780,100 tons (18%)
2. PT. DWT
 - Melenyu 1 (Certified) : 7,265,090 tons (2%)
 - Melenyu 2 (Certified) : 85,440 tons (0,1%)
3. PT. SWA
 - Jabdan 1 (Certified) : 23,068,940 tons (7%)
 - Jabdan 2 (Certified) : 5,767,690 tons (2%)
 - LJ 1 (certified): 3,474,380 tons (1%)
 - LJ 2 (certified): 5,155,870 tons (2%)
4. PT. DAN
 - PU 3 (Certified) : 35,810,740 tons (11%)
5. Affiliate resources
 - Partnerships KM 3.1. : 3,962,690 tons (1 %) (stop until the month of May 2015)
 - Partnerships KM 3.2. : 2,741,430 tons (1 %) (stop until the month of May 2015)
 - Partnerships KM 6.1. : 543,780 tons (0.05 %) (stop until the month of May 2015)

Supply fruit of the partnership transferred to POM 1 PT. DSN started May, 2015

Status: Comply

4.2

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

Indicator 4.2.1 minor, Indicator 4.2.2 minor & Indicator 4.2.3 minor :

Company has a fertilizer recommendations based on the results of the leaves analysis in the previous year and the last results of the soil analysis. E.g. Palm Oil Recommendation Fertilization in 2015 which is based on the results of the analysis results on 2015. Based on these results the company did the leaves analyzing (Foliar Analysis Report) conducted in April, 2015 by the Research & Development Centre PT. Nusa Heritage Kencana & QC Analytical Laboratory which has been accredited by National Accreditation Committee. The results of the analysis recommended the leaves of fertilizer include N, P, K, Mg, Ca and B.

Based on field visits and interviews with workers and fertilization supervisors on Long Kejiak 1 Estate, Afdeling 1 block E. 15:16, it is known that workers have understood about the working procedure and fertilizer recommendations that have

been set by the company.

Indicator 4.2.4 minor :

Company has an action to maintain and improve the fertility of the soil as fertilizer monitoring which describing the type of fertilizer and the actual application of natural fertilizers as bunch empty at LK 1 and LK 2 estate. Furthermore, there is also the beneficial plant utilization which described in the summary report of planting LCC PT. DIN as its implementation on field visits known planting legume cover crops types of *Mucuna bracteata* in Afdeling 1 block E. 16.

Status: Comply

4.3

Practices minimize and control erosion and degradation of soils.

Indicator 4.3.1 major :

Company owns the land map in the Detailed Soil Survey Report compiled by R & I DSN Group in 2013 which is well known that the whole land in the company is ground with sub-groups according to the USDA that *Typic Kanhapludults, Typic Kandiudults, Plinthic Kandiudut and Aquic Udifluvents*.

Indicator 4.3.2 minor :

There is a map Slopes PT. DWT and PT. DIN with a scale of 1:100,000 Source: SRTM data (Shuttle Radar Topographic Mission Indonesia) Sheet N01E116, it is known that the grade slopes between 0-25%. There is a management strategy for planting in areas with a slope in the Clearing Standard Operating Procedure (IK-AGR-OLP-01-R01) such as 0 -12° tilt action to adjust its processing standard spacing plantation, >12-25 ° on the terrace of at least 3m, while >25° is not recommended for planting. During the visits in Afdeling 1 Afdeling 12 C 4 there is contour terracing in accordance with Standard Operating Procedure owned by enterprises.

Indicator 4.3.3 minor :

Company has the Records of manual road maintenance and road hardening described in Bar Chart 2015 by the number of different workmanship, according to the needs of damaged roads and in need of repair as a road maintenance in block F.23 covering an area of 37 hectares have been completed in accordance to the road maintenance Bar Chart in 2015. Field observation during the audit period showed that road condition has been maintained, like in Main Road between block E.12 LK1 Estate which is in maintaining process using road grader. Interview with worker at LK1 Estate, Division 1 block E.15-16, that collection road always routinely maintained. It is seen that collection road is still in good shape.

Indicator 4.3.4 major :

Based on the results of the study documents and the results of field visits in Long Kejiak 1 Estate and Long Kejiak 2 Estate is known that management unit there is no types of peat.

Indicator 4.3.5 minor :

Based on the study of long-term work plan and distribution of the plant, known that the company does not have plans of replanting activities within the next 3 years.

Indicator 4.3.6 minor :

Based on the Detailed Soil Survey Report and field visits, it is known that this type of marginal lands owned by the company is soil with low organic matter (rocks) for the improvement efforts, the companies undertake some activities to management on marginal land such as planting legume cover crops with *Muccuna bracteata* type and EFB application to increase soil organic matter.

Status: Comply

4.4

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

Indicator 4.4.1 minor :

The company has had a water management plan for plantation and mill as stated in the manage document and monitor the environment and riparian management program and other water sources. Water management plan for the scope of the following estates:

- Identify the flow of rivers in the scope of the estate known that Wahau River as a big river does not pass through the estate, but Wahau tributary that passes through the estate, which is Kenden Besar River and Bleu River.

Against to the two tributaries, the company has set a limit of herbicide application areas as far as ± 20 m from the river mouth in accordance with the recommendations of the HCV consultant. In addition, for the application of fertilizer is done by fertilization planting inside of the oil palm tree.

- The Company is also conducting riparian reforestation by planting crops such as Angsana (*Pterocarpus indicus*) and also erosion control plants, the vetiver grass (*Chrysopogon zizanioides*).
- The company shows bar chart documents of working guidelines year 2015 for vetiver grass (*Chrysopogon zizanioides*) maintenance activities and other reforestation plants for riparian in Kenden River Block E15-16, F14-18, G13-15, H12-15, E19-20, F19, F21- 22 and Bleu riparian in block H19, I 21-26.
- Testing water quality in upstream and downstream of Wahau river per 6 months as assigned in the manage document and the environment monitoring. There are the result examples of testing the quality of Wahau river upstream and downstream periodically, last performed the test results dated 21 September 2015 by Succofindo with reference to the water quality class II based on East Kalimantan Governor regulation No. 2 in 2011 are still under treshold, except for the BOD5 day, which is 12.03 at the upstream and become 9.22 at the downstream.
- Clean water sources for workers in the department comes from bendali (controlled dam), hereinafter obtain the purification process at the WTP. Clean water from WTP was also performed the water testing quality from Succofindo. There are examples of the water quality testing results of WTP Estate Long Kejak 1, dated October 15, 2015 refers to the Regulation of Health Minister No. 416 year 1990 with the results that still in line with the threshold.

Water management plan for the scope of the mill as follows:

- Wahau river water quality testing at regular intervals every 6 months.
- Company shows the news documentation of environmental quality monitoring results PT. DIN dated 15 September 2015 in Muara Wahau from Succofindo for sampling: Wahau river water upstream, Wahau river water downstream, clean water in Unit Payment settlement, ambient air (front office, Unit Payment residential), plankton and benthos (Wahau river upstream and downstream). News event comes with the photo when the water sampling in Wahau river upstream and downstream, where water conditions in a state of low tide. Furthermore, based on the study of rainfall data in PT. DIN, PT. DWT, PT. SSS and POM 3 PT. DSN is known that in September 2015 where river water samples were taken, it is known that starting in July-September 2015 the dry months with an average of 2-4 days of rainy days and rainfall of 23-34 mm per month. It is affecting the condition of the river water flow and water quality.
- Reservoir mill comes from tributaries of Wahau River, then the water through a purification process at the WTP. The water from WTP subsequently flowed to the needs of the process in oil palm estates and other domestic purposes. The use of water for domestic process and has been monitored through the flow meter installation.
- Water from the WTP also does the water quality testing. There are examples of the results of water quality testing from WTP on September 2015 refers to the regulation of health minister No. 416 year 1990 with the results that still in line with the threshold.
- Based on the field visits in the Palm Oil is also known that the waste water from the house keeping mill passed through a drainage channel to the sedimentation pond at the WWTP area, so there is no contamination to the environment.
- Other water-saving programs in the scope of POM: water from the turbine water cooler / cooling turbine is returned to the basin water with a score of 50 l per minute, which was previously disposed; does steam trap system, where the water vapor condenses on the heater into the water, re-use to be made of moisture into steam.
- Based on field visits to the WWTP area and the environment of POM is also known to have carried out reforestation activities in the WWTP area by planting perennials, such as tamarind and Angsana, for example: replanting many Angsana trees as nine staples in the front office and two tamarind trees in October 2015 and June 2014. Based on the monitoring results of the last known, total tamarind plant in the plant environment as many as 100 staple planted, 32 staple dead.
- Companies regularly monitoring the quality of groundwater monitoring wells in the area in accordance with the permit. There are examples of test results of monitoring wells on 12 September 2015 from succofindo at location of block H49, H44 and I49 with the results that still inline with the threshold based on Environment Minister's Decision No. 29 year 2003 on guidelines for the terms and licensing procedures for the utilization of palm oil industry waste water on the ground.

Indicator 4.4.2 major :

Company show HCV document PT. DIN taken from documents Final Report HCV Assessment of Daemeter in 2012 to DSN Group Muara Wahau. In the document described the distribution of rivers in the area of the company and its river distribution map.

Restoration program or protection of riparian 2016 to PT. DIN:

- The Company showed a riparian map in Estate LK 1 which comprising: Kenden Besar river, Sung river (sign in LK1 and LK2), while the Bleu river sign in LK2.
- Photo documentation of the condition of vetiver grass cover on the Sung riparian in January 2016.
- Photo documentation of vetiver grass in January 2016 in Afdeling 2 LK1 (Kenden Besar River).
- Bar chart document of monthly employment guidelines in 2016 for the treatment of vetiver grass in the riparian area.
- Photo documentation of the ban poster on spraying in the riparian.

During the visits to Kenden Besar riparian known that companies have made a tamarind tree planting activities, Angsana, vetiver grass and marking spray application limits activities in the form of red paint on the palm oil tree as far as 2-3 staple in accordance with the recommendations from the results of the HCV analysis.

Indicator 4.4.3 minor :

The company has been monitoring the BOD effluent of POM 3 WWTP regularly once a month performed in the laboratory Sucofindo. Based on sample of BOD Effluent testing period from July to December 2015, known that BOD value at outlet of WWTP is still below the set of the threshold.

The company has the LA license of effluent as follows: East Kutai Regent Decree No. 650 / K.218 / 2015 on granting a license extension and the addition of an area of utilization of waste water on land to Oil Palm Plantation PT. DSN POM 2 in Muara Wahau District, East Kutai dated 23 March 2015 and valid for 2 years, covering an area of 774 hectares along with the location of application blocks, and it is also equipped with the layout of the WWTP in the POM. Based on the information of legal staff that planting PT DSN POM 2 intention is to scope of POM 3.

There are news document handover event (the third quarter of 2015 PT. DSN POM 3) November 5, 2015 to East Kutai Environment Bodies and Environment Bodies in East Kalimantan province that includes reported on the results of the effluent test from POM WWTP every month.

Indicator 4.4.4 minor :

The company has been monitoring the use of water by POM 3 regularly every month and it is documented on recordings Water Usage Monitoring POM 3 Year 2015. Based on the monitoring known that the average of water consumption for FFB processing is 1.16m³/tonnes FFb, so the water consumption for processing FFB is lower then the target hchich is 1.2m³ per tonnes FFB.

Other water-saving program:

- Water from the Water cooler turbine / cooling turbine is returned to the basin water with a score of 50 l per minute, which was previously disposed.
- Steam trap system, where the water vapor condenses on the heater into the water, re-uses to be made of moisture into steam.

Status: Comply

4.5

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

Indicator 4.5.1 major:

Integrated pest management program in operational Estate activities consistently demonstrated. The principle of integrated pest control carried out by implementing the use of natural enemies as an early warning system. As example, planting of beneficial plant as natural enemies of leaf-eating caterpillars in Oil Palm Plant (UPDKS), as *Turnerasubulata*, *Antigononleptosus*, and *Casiacobanensis* and *Euphorbia heterophilla*. As for the rat pest control, the companies utilize

natural enemies are owls (*Tyto alba*). Described in Work Instructions Pest and Disease (IK-AGR-OLP-14-R00) which describes about pest control activities and the critical threshold for all pests like; Worm Eater Pest critical threshold by the number of caterpillars leaves more than 10-40 depending on the type of caterpillar pests that exist; rat critical limit is 5% of the oil palm tree samples that are attacked; termites critical limit is 5% of the samples were infected subject.

Based on the attack recapitulation of Nettle Caterpillars and Bagworms in Afdeling 9 January 2016 with a total area of 727 hectares / amount 6986 oil palm tree census there were attacks 3% in accordance with the Standard Operational Procedure control IPM which owned by company. The attack rate is still below the chemical control threshold, but the company remains to perform biological control through the planting of beneficial plant. The process of planting beneficial plant conducted by companies in area of 3.896 Hectares described in the beneficial plants document recapitulation PT. DIN 2016. Management Unit performs pest rat control by using natural predators are owls, there is a plan for the breeding for PT. DIN 2015 which are described in the BOB installation data and monitor *Tyto alba*, in addition the company has a monitoring data and monitoring of *Tyto alba* in each Afdeling which are scattered in the estate of PT. DIN.

Based on interviews with IPM assistant PT. DIN according to a report in January 2016 LK 3, LK 1 related to the detection of pests and plant diseases which explains that there is a nettle caterpillar attack, Bagworms and Rat that are still below the threshold and field visits in Long Kejjak 1 and Long Kejjak 2 there are useful plants planting which are *Turnera subulata* types and *Antigonon leptosus* along the edge of the block. The Company has consistently shown the plans in the IPM program and has been realized according to the created plan programs.

Indicator 4.5.2 minor :

Companies can show the proof related to the Pests and Diseases control training of the plant includes:

- IPM training in Afdeling I on December 23, 2015 which was attended by 24 workers covering supervisors and employees with Training materials for Unit Payment Employees Detection of Plant Pests diseases.
- IPM training in Afdeling 10 LK3 on Desember 24, 2015 which was attended by 24 workers covering supervisors and employees with Training materials for Unit Payment Employees Detection of Plant Pests diseases.

Status: Comply

4.6

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

Indicator 4.6.1 major :

The company has the documentation of the use of pesticides and active ingredients used, LD50 is the active ingredient, the targeted area, the amount of active ingredient per hectare and total active ingredients which were applied, some examples of pesticides used by the company is as such; Agristik, Ally 20 WDG, GARLON, Round Up, Starane.

Indicator 4.6.2 major :

The use of pesticides in 2015 has always declined. This conclusion is derived from a trend graph comparing the use of pesticides every year. There is a comparison of the relative decline by year with the toxicity chart component / Hectares, toxicity / hectares, volume, area and production.

The company has the data about BOB installation (owl bird nest) and monitoring at LK 1, LK 2, LK 3 2015 this case in order to suppress the development of pest rat. The data set describes several things like; BOB layout, oil palm tree, paths, bird amount, date of entry BOB, found signs of birds.

PT. DIN have planting data of beneficial plant in 2015 total LK 1 60.851, total LK 2 76.788, total LK 3 61.219.50 the total planting is 198,859.25.

Indicator 4.6.3 major & Indicator 4.6.4 minor :

Based on visits to the chemical warehouse and document review, the company will no longer use the paraquat chemical. There is a letter of Internal Correspondence No. 0091 / OPS / XXI / 2012 from Head of East Kalimantan Region 1 and 2 to all Head Plantation and Estate head on November 30, 2012, concerning the use of the chemical paraquat is eliminated per year, 2013. Based on management's explanation over the use of chemicals, the company does not use pesticides category of the World Health Organization (WHO) Class 1A or 1B. The Company has a Work Instruction Determination of Dosage type and Pesticide Applicator (IK-AGR-OLP-16-R01), which also explains the agrochemicals used in accordance

with the existing weeds.

Indicator 4.6.5 major :

The Company has a MSDS document (Material Safety Data Sheet) for the chemicals used are Starane and Round up. The MSDS explains about the identity of the product, specifications, information health hazards, first aid instructions on intoxication, handling and storage, measures against spills, information on the environment to the instructions for use. The company has provided training to the sprayer on techniques for spraying jobs on Thursday, August 13, 2015 which took place in the Main hall II - PTC with pesticide training materials. Based on interviews with workers and sprayer supervisors on Long Kejiak 1 Afdeling E 15:16, it is known that workers and supervisors have known how the spray working in accordance with existing procedures and have been given training.

Indicator 4.6.6 major :

Based on field visits to the warehouse of spray working tools and worker washing place known there is no waste of used pesticide containers, and also with observations to POM Hazardous Waste Storage while in the complex emplacement estate center Puhus 1, which has been equipped with a light fire extinguisher, First Aid box and officer PPE, Remarks that waste placed temporary for around until late afternoon, then it is sent to Hazardous Waste warehouse in POM 3.

Visits to Afdeling 4 and 1 LK 1 not found any discarded packaging waste pesticides. Based on field observations to the chemical warehouse in Estate LK 1 and LK 2 that the company has been dealing with the storage of pesticides and other chemicals quite well. Warehouse storage of chemicals have been equipped with a fire extinguisher, First Aid box, eye washer, spill trap, chemicals pallet, grouping chemicals by its nature, complete MSDS and warehouse clerk work clothing and complete PPE (wear pack clothes, masks, goggles, helmets, gloves, safety shoes).

Waste from pesticide containers former are stored in the Licensed Hazardous Waste warehouse, then handed over to a third party licensed, namely CV. Surya Agung. See indicator 5.3.2 Major.

Indicator 4.6.7 minor :

Based on work instructions No. IK-AGR-OLP-16 related to the determination of the dose and application of pesticides which was passed on 01 February 2012. In the operating instruction describes the company's efforts to reduce the risk and negative impact, effectiveness and efficiency in the use of pesticides in PT. DIN. As for the use and implementation in the field such as; selection of the type of pesticide, spraying acreage, spraying rotation, spraying techniques, sprayer units / sprayer organization, labor stages, syringes.

Procedures to minimize risks and negative impacts, such as; Conduct training for pesticide operators and routinely briefings done every morning, the supervisors checking the completeness of PPE and condition of the tools operator, the mixing of materials in the warehouse and then distributed to the field, action after activity, working tools and PPE washed in special washing place, working tools and PPE stored in working tools and PPE warehouse, not bring back home.

Indicator 4.6.8 major :

Based on interviews and field observations it is known that there is no application of pesticides by air. Based on the field in chemistry jobs have known the limits that are prohibited to be sprayed, such as riparian, water points and have understood the area which are sprayed and spray working tools is washed in the washing house and stored in the storage.

Indicator 4.6.9 minor :

Maintenance skills of workers and peasants on the proper handling of pesticides have been done through the provision of training.

Indicator 4.6.10 minor :

Company has:

- a. Standard Operational Procedure for waste disposal, namely SOP-TO-035-R02 dated May 1, 2015 regarding Standard Operational Procedure of waste management, including organic waste, inorganic and Hazardous material waste.
- b. Revisions to the LK Hazardous Material Waste Handling (No. IK-ASGR-SHE-09-R02, dated October 19, 2015, that the revision with the addition of the Hazardous Waste balance sheet format as an attachment.

- c. Appropriate training for employees and managers about an appropriate waste disposal available in documentation attendance list socialization of Hazardous Waste (IK and Hazardous Waste Standard Operational Procedure) in LK 1 Estates dated January 6, 2015 which was attended by workers and management staff by 28 participants.

Available documentation socialization of Hazardous Waste handling in the workshop / estate garage on 9 November 2015 in LK 1 which was attended by technical assistant, clerical, mechanical and engineering supervisor. Based on field interview to chemical warehouse and hazardous waste material storage at POM 3 and Long Kejiak 1 & 3, known that worker understood of handling method of the chemical and hazardous waste.

Indicator 4.6.11 major :

Special examination of employees associated with pesticides is done in collaboration with Asih Nur Samarinda Laboratories on January 26, 2015. The study documents on a survey report shows that all operators are not exposed to chemical pesticides and CHE levels normal, with details of LK3 325 people and LK1 105 people. The evaluation results of special medical examinations will be evaluated by a company's doctor if there is an abnormal result. Based on interviews with sprayer in LK1 and LK3 known that the company has conducted periodic and specific medical examinations, the examination results have been socialized. There were no complaints related to the sprayers' health.

Indicator 4.6.12 major :

Commitment to the protection of reproductive rights have been included in the Memorandum HRA Dept. No. 010 / HRA / VII / 2011 dated July 12, 2011 stating that the company pay attention to the dangerous condition of the women workers who are pregnant and breastfeeding with not correct to work on sections that deal with chemicals and heavy work. Monitoring of the symptoms of pregnancy performed by a paramedic.

Evidence of the implementation of these commitments is shown in the form of monitoring H1 and H2 (menstruation and pregnancy permit). LK1 and LK3 can show monitoring books H1 and H2, for example the period of November and December 2015. Based on interviews with HRD staff PT. DIN known that the results of such monitoring will be the basis of employee's examination / test pregnancy by paramedics. Based on the report a pregnancy test period Nov-Dec 2015, for example LK1 known to have one employee that the sprayer was pregnant. Related to the case above, paramedic has issued a letter of mutation working recommendation No. 306 / QS-BP / XII / 2015 dated December 28, 2015 to the Estate Head LK1, then was followed up by EH LK1 by issuing job transfer of employees from Unit Payment Hospitalization to work which is not related to the chemicals. Sample letter of mutations that are detected pregnant working women can also be shown by LK3, for example, a letter on July 29, 2015 the workforce with No. NPK 0028596 was transferred to the light job and unrelated to the chemicals.

Status: Comply

4.7

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

Indicator 4.7.1 major :

There are no policy changes associated with the OHS company since ASA-1: OHS policy that was set on December 1, 2010 by CE AGRO in Jakarta contains a commitment to make the workplace environment safe and healthy, in a way:

- Ensure that all activities undertaken meet the laws and regulations.
- Actively monitor and improve the performance of the quality management system, OHS and environmental.
- Perform continuous improvement efforts as part of the company's culture.

Indicator 4.7.2 major :

OHS and Environment Procedure (K3L) DSN Group (SOP-AGR-037-R01) dated 01 November 2013 clarified by Executive Director of Business Unit of Agro I described as follow: OHS planning in the estate and POM, hazard identification aspects, assessment and OHS risk control-impact, accidents handling and accident reporting, evaluation and follow-up actions and handling of emergencies.

The whole plan of OHS activities have been compiled in Guiding Committee of Occupational Safety and Health work program document PT. DIN and the target document and the OHS target of POM 3, as follows:

- POM 3:
Safety Program: perform work environment inspection and worker attitudes, safety talk, induction OHS, socialization, First Aid training, INCLASS training

Health Program: Fogging, socialization and counseling, healthy food program, water quality monitoring, periodic health examinations, regular inspection of housing

- PT. DIN (Long Kejiak 1,2,3):

Source of danger inventory, safety patrols, preventive activities, training, OHS routine meetings, investigation, inspection and periodic ratification, implementation of employee health. All of the programs that have been implemented will be discussed and discussed at Guiding Committee of Occupational Safety and Health regular meetings each month.

The Company has identified hazards associated with the source and impact / risk of harm that may arise as a result of operational activities of plantation and mill. All the results of such identification have been described in the document hazard-aspect identification, assessment and control of OHS risk and environmental impact. The document describes among other things: the type of activity, danger / aspect, risk / impact, condition (N / AN / E), the evaluation of risk (as a result, the opportunities, the level of risk), operational controls, risk management, impact (elimination, substitution, engineering, administration and PPE), description, evaluation of residual risk (as a result, the opportunities, the level of risk), action (P / T / L) and PIC.

Based on interviews with Guiding Committee of Occupational Health and Safety secretary and Standard Operational Procedure study document about OHS, document No. SOP-AGR-037-R01, stated that the changes and review of documents identification of hazard-aspect, assessment and control of OHS environmental risk-impacts and to do if a change in management systems, procedures, labor infrastructure, equipment modification and the emergence of new activities.

- PT DIN has made changes / updates to the risk identification documents on 12 Jan 2016, with the activities addition of FFB semi mechanical transportation by using wintor. The activities included raising the fruit and lose fruit to wintor tub, transporting fruit and lose fruit to the Fruit Collecting Point and shed the fruits from unit. All of these activities have been identified and controlled with the residual risk is low (L).
- POM 3 updating the identification document about the risks and impacts on 2nd Jan 2016, with added non-routine activities in the document. Activities that have been added include tank washing, cleaning the WWTP, internet antenna repair, machine and tools inspection activities, sampling and painting. All activities have been controlled with the residual risk is Low (L).

Indicator 4.7.3 major :

Based on interviews with POM 3 employees on grading activities, warehouse and boiler known that the employee has understand the potential risks of each other's work and has been equipped with PPE in accordance with control measures recommendations contained in the hazard identification document. Based on field observations, for example in the LK 1 workshop known that the risks and potential dangers analysis document have been trained to the employees in accordance with their activities. The results of the risk analysis have also been pinned on notice boards. The activities performed by employees, e.g. welding activities have been paying more attention to OHS in accordance with the directions and recommendations on the document the risk analysis. Forms of control recommended have been implemented, such as the provision of appropriate PPE and OHS training.

All workers involved in the activities of the estates and the mill has been ensured to get a secure job training and OHS training. The training is done centrally by the Department of Learning Centre for all units (PT. DSN, PT. DIN and PT. DAN).

The company can show the evidence of training implementation, as follows:

- Certificates of welders competence 3G-plate-SMAW POM 3 published by Labor and Transmigration Agency No. 065 / WLD / PJK3-BM / III.2015 dated March 17, 2015
- Certificate No. 104 / WILD / PJK3-BM / IX.2015 dated 29 November 2015 from PJK3 Batiwakkal Mandiri stating that the POM 3 welder on behalf of Hamzah Fansuri had received welding training and passed.
- POM 3 Boiler Certificate No. 608 / OPK3 / B.I / VI / 2013 as the OHS operator of steam air carriers class I and SIO OHS steam class I No. 830-OPK3-PUBT-B.I / XII / 2012 dated December 21, 2012 published by the Ministry of Labor and Transmigration Agency Republic of Indonesia.
- First Aid training PT. DIN (LK 1,2,3) was held on August 4, 2015 as many as 15 people
- First Aid training POM 3 was held on May 18, 2015 as many as 9 people.
- Heavy equipment operator certification training was conducted on June 11, 2015 with the number of participants as many as 26 people and dated June 15, 2015 with the number of participants as many as 27 people, provided a certificate for example Serial No.12084 / OPK3 / PAA-LT / VIII / 2015.

Indicator 4.7.4 major :

People who are responsible for the OHS activities have been identified and defined in the structure of Guiding Committee of Occupational Safety and Health, the company can show the determination and validation P2K3, as follows:

- Decree of the Labor and Transmigration Agency East Kutai Regency No. 566/468 / P2K3 / Was about the revision of ratification Guiding Committee of Occupational Health and Safety PT. DSN POM 3, consisting of a President: Helmi Zaldi, Secretary: Sajam Basoni, assisted by 8 members. Guiding Committee of Occupational and Health Secretary has expert about OHS with No. Reg. 590 / PK3 / AJ / 2/2015-P1 and Decree No. Appointment Kep.573 / M / DJPPK / II / 2015 dated 9 Feb 2015 issued by the General Director of Binawasker.
- Decree of the Labor and Transmigration Agency East Kutai Regency No. 566/14/P2K3/Was about the revision of ratification Guiding Committee of Occupational Health and Safety PT DIN dated January 5, 2015 consisting of a President : Wilner Manik, Secretary : Zhevy Teguh Setiawan assisted by 16 members. Guiding Committee of Occupational and Health Secretary has expert about OHS with No. reg. 2688/PK3/AJ/31/2012/P0.

Guiding Committee of Occupational Health and Safety meeting to discuss related OHS issues and OHS work plans has been done routinely every month. The results of the meeting have been reported to be reviewed in the Guiding Committee of Occupational Health and Safety report submitted each quarter to the relevant agencies. Quarter 4 reports POM3 and PT. DIN submitted on January 6, 2016, provided evidence of the handover documents with these agencies Companies able to provide evidence in the form of the minutes of the meeting, such a meeting last 3 months (October, November and December 2015), as follows:

- POM 3, October meeting was held on October 24, 2015 with the number of participants as many as 12 people, meeting on 23 November with the number of participants as many as 12 people and a meeting on December 28, 2015 with the number of participants as many as 11 people. Meeting in the December period to discuss among others: evaluation and analysis of workplace accidents in December, the findings of safety patrols and discussion of corrective actions and the next meeting agreement.
- PT. DIN (LK 1 and 3 estates), meeting on December 28, 2015 with the number of participants as many as 14 people. Matters discussed include: the installation of diabetes pamphlet, immunization and hygienic behavior in housing, the discussion of workplace accidents, the discussion of safety patrols results, the assessment results of the OHS implementation in accordance with applicable regulations, report the use of chemicals, the discussion of the disease cases, the discussion of working program and the discussion of the next meeting time.

Indicator 4.7.5 minor :

Procedures related to the handling of emergencies and accidents have been prepared and set by the company. These procedures are contained in Health and Safety (OHS) Standard Operational Procedure documents No. SOP-AGR-037-R01. First Aid training has been conducted by doctors and paramedics to the company that has been certified by Company hygiene & occupational health, the company can show First Aid training report to the supervisors, as follows:

- First Aid Training PT. DIN (LK1,2,3) carried on August 4, 2015 as many as 15 people
- First Aid Training POM 3 carried on May 18, 2015 as many as 9 people.

Based on interviews with employees known that the company has done the handling of accidents well, first aid equipment (first aid kit) provided with adequate in the field. Responsible and well-trained officers are appointed by the company is as same as supervisor level. The interviews showed that the harvester and sprayer supervisor has understood about first aid procedures in case of emergency.

OFI: Companies are encouraged to improve the quality of alertness of fire emergency response equipment in the estate and the mill.

Indicator 4.7.6 minor :

The company has been providing accident insurance for all workers, insurance used is Social Insurance Security Agency for Labor (BPJS-TK). The company can show proof of Social Insurance Security Agency for Labor payment every month, for example, proof of payment of the period from December 2015 through the Bank BNI on January 12, 2016 to POM3 as many as 161 people, LK3 as many as 365 people and LK1 as many as 353 people. Records of BPJS claimed by worker can be shown by the company, such as 6 cases during the period in 2015, for example, on behalf of employee Untung Widodo, who had an accident on August 19, 2015. There are news and events chronologically accident investigation report on the accident. The accident has been reported phase I to Social Security on August 19, 2015, and currently the employees concerned are still in the process of medical treatment. Based on the letter from the company doctor No. SHE-

BP / SKS / IX / 2015 dated 25 September 2015 which states that while in the process of supervision of a doctor and treatment, the concerned employees have been able to carry out the usual activities.

The Company has a commitment to provide medical care to all employees. Company has been providing and involves all employees in Health Social Insurance Security Agency program, in addition the company also has provided polyclinic facilities that serve the employees treatment, maternal and newborn care and first aid care.

To monitor the health of employees and early detection of potential diseases caused by works, the company has conducted regular employee checks both regular inspection and special medical examinations of high-risk job.

Periodic checks conducted on all employees by doctors and paramedical company. Examinations which are conducted is a physical examination of employees, blood pressure, temperature, head, neck, eye, Ear Nose Throat (ENT) examination, Gi-Lut examination, thorax, abdomen cavity, back, extremities and consulting. In a report on the results of the investigation have included the doctor's conclusions and recommendations.

Special inspections of high-risk employees cooperated with Nur Asih Laboratories Samarinda. The details report of the examination results as follows:

Estate/POM	CHE		Audiometric		Spirometri		Inspection Results
	Date	Value	Date	Value	Date	Value	
POM 3	26 May 2015	38 people	20 April 2015	54 People	29 October 2015	145 people	Everything is Normal
LK3	26 January 2015	325 people	20 April 2015	8 People	28 October 2015	8 people	Everything is Normal
LK1	26 January 2015	105 people	20 April 2015	9 People	28 October 2015	8 people	Everything is Normal

The evaluation results of special medical examinations will be evaluated by a company's doctor if there is an abnormal result.

Based on interviews with the employee, for example with a sprayer in Pu1 and Pu2 known that the company has conducted periodic medical examinations and specific, the examination results have been socialized. There were no complaints related to the sprayers' health.

Indicator 4.7.7 minor :

The company has to monitor and record footage accidents that occurred throughout the estate and mill operational activities. The company can demonstrate the workplace accident data as follows:

- LK1E and LK3E occupational accidents data of the period Jan - Des 2015 informing the name, gender, NPK, work unit, grade of accidents and types of accidents. For instance in the period December 2015 to LK1E there are two light accidents (without a lost work day) and LK3E as many as 1 light accident (without a lost work day). Based on data from accidents that are reported quarterly period 4 total accident that occurred as many as 21 categories of light (without a lost work day).
- Data occupational accidents of POM 3 informs the number of accidents, NIK, the worker's status, work unit, the area of accident, date, type of accident, type of work, unsafe conditions, unsafe acts, factors of accidents., Accident rates, total working days lost and a description of the injured body part. There are as many as six accidents during the period in 2015, for example, on behalf of employee Untung Widodo, who had an accident on August 19, 2015. There are news and events chronologically accident investigation report on the accident. The accident has been reported phase I to Social Security on August 19, 2015. There are chronological and investigation record of the accident.

Status: Comply

4.8

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

Indicator 4.8.1 major :

In an effort to increase the competence of employees, the company has provided and programmed trainings according to

the employees needs. Trainings for the employees of PT. DSN, PT. DIN and PT. DAN centralized under the Department of Learning Centre. Preparation of training programs based on training needs analysis submitted by each unit every end of the year. The training program for 2015, among others:

- Ways of lab-scale analysis training (IHT), planned in March 2015
- Training in how to care children (IHT), planned in October 2015
- Basic electrical training (IHT), planned in Feb, Mar, May, August 2015
- Investigations training (ext) planned in August 2015
- The introduction of OS Windows and MS Office (IHT) planned in Jan, Mar, July, August, October 2015
- Training of water treatment, planned in May 2015
- SAP training, planned in August and September 2015

In addition, the company also has developed a training program for the period 2016, among others:

- Filling and archive data training, planned in March and August 2016
- IT and hardware maintenance preventive training, planned in April and Sept 2016
- Basic security training, planned in October 2016
- Payroll Training
- Mapping Training
- Supervisor Leadership Training
- Administration techniques training
- Harvest Training Payment Unit, chemist, nurse and IPT carried out each 3 times a year.

Indicator 4.8.2 minor :

The entire records of the program to increase the competence and training which is owned by PT. DSN Group (PT. DAN PT. DIN and PT. DSN) has been stored and maintained properly in Learning Centre Department. The records can be shown to the auditor, for example, training records in period 2015, among others:

- Introduction training of OS Windows and MS office application for administrative staff held on January 9, 2015 with participants as many as 23 people
- Heavy equipment operator certification training was conducted on June 11, 2015 with the number of participants as many as 26 people and dated June 15, 2015 with the number of participants as many as 27 people, provided a certificate for example Serial No. 12084 / OPK3 / PAA-LT / VIII / 2015.
- SAP Training conducted on 19 November 2014, with the number of participants as many as 57 people.
- Lab-scale analysis method training of POM was conducted on March 24, 2015 with the number of participants as many as 12 people.
- Certificates of welders competence 3G-plate-SMAW POM3 published by Labor and Transmigration Agency No. 065 / WLD / PJK3-BM / III.2015 dated March 17, 2015
- Certificate No. 104 / WILD / PJK3-BM / IX.2015 dated 29 November 2015 from PJK3 Batiwakkal Mandiri stating that the welder of POM3 on behalf of Hamzah Fansuri had received training and passed.
- Boilers Certificates of POM3 no. 608 / OPK3 / B.I / VI / 2013 as the OHS steam air operator class I and SIO OHS steam operator class I No. 830-OPK3-PUBT-B.I / XII / 2012 dated December 21, 2012 published by the Ministry of Labor and Transmigration Agency Republic of Indonesia.
- First Aid training PT. DIN (LK 1,2,3) was held on August 4, 2015 as many as 15 people

POM3 First Aid training was conducted on May 18, 2015 with total participants of 9 people.

Status: Comply

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

5.1

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

Indicator 5.1.1 major :

Still the same with S1.

The impact assessment document / EIA which is owned by the management unit is:

- PT. DSN (POM 3): Recommendation Letter from Environment Bodies of East Kutai Regency No. 660/649/3-BLH / VIII / 2010 dated August 6, 2010 on approval of the Environmental Management Efforts / Environmental Monitoring Efforts POM Activity PT. DSN in the Muara Wahau Village, Muara Wahau District.

- PT. DIN: Approval Letter of EIA documents, Environmental Management and Environmental Monitoring Plan of plantation and Palm Oil Processing Mill PT. DIN in East Kalimantan from the Minister of Forestry and Plantation No. 136 / Menhut-II / 2000 dated December 22, 2000. The scope of this document is the oil palm estates covering an area of \pm 10,000 hectares and a capacity of 60 ton FFB / hour.

Indicator 5.1.2 minor :

Available documents :

- Report on the implementation of Environmental Management Plan and Environmental Monitoring Plan semester 1 year 2015 reported on 22 September 2015 to Environment Bodies of East Kalimantan province, East Kutai Regency, Plantation Agency, Labor and transmigration Agency, East Kutai agricultural district, health services, trade and forestry and transportation.
- The implementation report of Environmental Management Plan and Environmental Monitoring Plan semester 1 2015 January-June 2015 POM3 PT. DSN with the number 0104 / DSN-SHE-JKT / VIII / 2015 is reported to be the date of August 25, 2015 to the Environment Bodies of East Kalimantan Province and Environment bodies of East Kutai Regency.
- The implementation report of Environmental Management Plan and Environmental Monitoring Plan first semester of 2015 PT. DIN under the number 013 / DIN-PH / IX / 2015 September 1, 2015, which was delivered on October 13, 2015 to Environment Bodies of East Kalimantan Province, on 22 September 2015 to the East Kutai Regency, September 22, 2015 to the Plantation Office of East Kutai Regency, On 22 September 2015 to the Forestry Service of East Kutai Regency.

Staff responsible for the execution and reporting of environmental governance in the estate unit and the POM is part of Occupational Health and Environmental Safety, Occupational Health and Environmental Safety assistant in the estate and in the POM there is Occupational Health and Environmental Safety assistant for POM in the Wahau area and staff under the Occupational Health and Environmental Safety Ministry Jakarta.

PT. DIN

- Public unrest monitored when land acquisition and periodically when there are indications of unrest monitored at the corporate office, longbau village, jabdan Village, Muara Wahau Village, Nehesliahbing village, Miau Baru Village.
- Disruption of protected flora and fauna are monitored two times a year in the estate and riparian area.
- Potential fires at the beach during a dry month's special time in the estate and surrounding locations.
- The decline of Wahau river water quality monitored (effluent) is monitored every 1 month if land application.
- Health problems caused by the disposal of effluent are monitored every 1 month on the WWTP upstream, Longbau Village, Jabdan Village, Muara Wahau Village Nehesliahbing village, Miau Baru Village.

Progress in implementation of the Environmental Management Plan and Environmental Monitoring Plan 2nd semester 2015:

- Public unrest conducted by spreading questioner by CSR department in January 2015.
- Flora monitoring in 2015; fauna up to 2015.
- Potential fires in the fire tower routinely monitored each month, the results are attached in the report on Environmental Management Plan and Environmental Monitoring Plan.
- Wahau river water quality monitoring is monitored (effluent) is monitored every 1 month on WWTP site.
- Based on the information from the estate staff that: the data monitoring community health were taken from the patient treatment data to the Companies clinic from rural communities around which mentioned along with direct visits from polyclinic doctors to the surrounding villages, an example of the visits result report: available an example of a village monthly report period November-December 2015 which includes the Benhes village, Diaqlay, Deabeq, Longsep, and a visit to the requested village within the matrix of Environmental Management Plan and Environmental Monitoring Plan.

PT. DSN

- The effluent is monitored every 1 month.
- Waste gas is monitored every 6 months in POM.
- Solid waste is monitored every 6 months in the POM waste shelter.
- Cleanliness and mill environments monitored every 1 month.

- Labour (work accident, PAK, upgrading of skills) is monitored every 6 months.
- Realization report on POM3 Environmental Management Plan and Environmental Monitoring Plan PT. DSN the 2nd semester of 2015:
- Appendix of effluent test results from January to June, 2015.
 - Appendix of boiler and generator emission test results in February 2015, the test results in March 2015.
 - Monitoring of solid waste reported in the quarterly reports regularly submitted to the authorities.
 - Labor monitoring every 6 months.

Indicator 5.1.3 minor :

POM 3 & PT. DIN :

- POM 3 shows the review and manage document and monitor the environment per 2 years in the document evaluation of the implementation of the environmental management (UKL) and environmental monitoring efforts (UPL) POM 3 PT. DSN period 2014-2015 made by Occupational Health and Environmental Safety Assistant and approved by Mill Coordinator. In the document has been commissioned to review the matrix manage and monitor the environment, covering the aspects: the management of solids, liquids, gases, noises, vibrations, dusts and other aspects (traffic accidents, employment), the implementation of which has been running as well as the follow up of the company. The Company concluded that manage and monitor aspects still relevant to the conditions in the field, so it will still do the effort to maintain and improve the results of the programs that have been run in accordance with the stipulated period.
- PT. DAN show evaluation documents related to monitoring environmental assessment and environmental management in the PT. DAN estate for the period 2014 - 2015, which was created on January 15, 2015 by the assistant of Occupational health and Environmental Safety and approved by the Plantation Head, which includes an evaluation of the implementation manage and the environment monitoring, with the conclusion that does not require revision in the manage and monitor aspects.

OFI: Companies need to consider the standardization of formats and improving the quality of analysis in the 2nd annual document review of management plans and environmental monitor.

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

Indicator 5.2.1 major :

The management unit has been conducting the identification of HCV contained in the operational area of PT. DSN and PT. DIN conducted in 2012 in collaboration with *Daemeter Consulting*. Executive identification member is RSPO approved HCV assessor.

Based on identification results, there are eight (8) locations in the HCV area of PT. DIN as follows:

- Conservation area I (71 Hectares): containing HCV 1.2; 1.3; 3
- Conservation area II (37 Hectares): 1.2; 1.3
- Conservation area III (228 Hectares): containing HCV 1.2; 1.3; 3
- Conservation area IV (133 Hectares): containing HCV 1.2; 1.3; 3
- Conservation area V (99 Hectares): containing HCV 1.2; 1.3; 3
- Kenden Besar riparian: 4.1; 5;
- Bleu riparian: containing HCV 4.1
- Sung riparian: containing HCV 4.1

There are eight species of flora including HCV 1.2 consists of: *Dipterocarpus cornutus*, *Dipterocarpus grandiflorus*, *Dipterocarpus cf. validus*, *Dryobalanops aromatic*, *Hopea sangali*, *Shorea balangeran*, *Shorea blumutensis*, *Shorea singkawang*.

Identified 23 species of mammals and 43 species of birds, some of which include protected: sun bear (*Helarctos malayanus*), pangolin (*Manis javanicus*), mouse deer (*Muntiacus muntjak*), rhinoceros hornbill (*Bucherus rhinoceros*), wallaceae eagle, large pigeon, and so forth.

Indicator 5.2.2 major :

Based on the results of the identification of HCV, HCV treatment program has been compiled in PT. DIN which compiled by Conservation Staff of PT. DIN 2012. HCV Management Program document include a description: HCV location, threats, management objectives, management advice, monitoring recommendations, and management activities plan which will be performed.

The outline of the HCV management, among others:

- Socialization regularly once every year.
- Forest security patrols.
- Inventory and fauna monitoring in HCV 1.3 every two times a year.
- HCV areas rehabilitation degraded and control of invasive species (resam)
- Installation / HCV area boundary markers treatment every two times a year.
- Monitoring the water quality conditions of the river every two times a year.
- Apply the fertilizer plant and imposed a ban on spraying in riparian areas to reduce river pollutants.

Implementation records of HCV management plans available as follows:

- Dissemination (see indicators 5.2.4 and 5.2.5)
- The implementation results of the flora and fauna inventory such as form of the flora and fauna observation that are compiled each month
- Results of water quality monitoring by third party laboratories.
- Installation of signs and warning signs, such as a ban on pesticide application, riparian boundary markers and conservation area. There are 21 warning sign (sign board) including riparian area protection.
- Enrichment / rehabilitation of the conservation area with local hardwood plants particularly meranti.
- Patrols in the area of HCV according to the monthly report of patrols carried out by the crew of conservation (3 people).



(a)



(b)



(c)



(d)

Figure 2. Areal of HCV management measures: (a) Signboard of prohibition to spraying riparian, (b) the boundary marking sign of riparian and palm staple (c) the river riparian, (d) the planting of meranti in conservation area

Indicator 5.2.3 minor :

To ensure the understanding of the internal stakeholders, the company has developed a program to educate workers on a regular basis related to the protection of flora and fauna and areas of HCV that is conducted once a year in each Afdeling.

For 2015, it has conducted socialization activities as much as 17 times in each Afdeling of PT. DIN. Implementation records of outreach programs are as follows:

- Report on the implementation of HCV dissemination in each Afdeling
- Attended list of the socialization followed by all employees (supervisors, personnel care, harvesting, etc.)
- socialization material includes the protection of flora and fauna in the scope of PT. DIN
- Socialization photos

The Company also has a monitoring mechanism of HCV and the flora-fauna in the Standard Operational Procedure

1. SOP-AGR-052-R00 dated 1 December 2012 about Procedure Wildlife Protection
2. IK-AGR-SHE-03-R00 dated 2 October 2012 about vegetation inventory
3. IK-AGR-STD-02-R00 about Work Instructions of Border River.
4. In addition to Standard Operational Procedure and Work Instructions, also available HCV Management Program

which is based on the identification results of HCV in 2012.

OFI: Companies need to consider the standardization of formats and quality improvement in the monitoring and analysis of the annual evaluation of the HCV management.

Indicator 5.2.4 minor :

To monitor the achievement of HCV management objectives, the company has developed an annual evaluation of the implementation of HCV set forth in HCV Management Program Evaluation Report on PT. Intisawit Dharma Nugraha 2015. The Report refers to the activities of the management and monitoring of HCV refer to the planning.

Indicator 5.2.5 minor :

In accordance with the previously indicator explain 2.3.1, the whole area of HCV are within the concession and does not overlap with the rights of local communities. To ensure this, it has been socialized of HCV and protection of flora and fauna to the public, as follows:

- October 4, 2014: the traditional institutions Nehas Liah Bing followed by twelve people. There are accountability report, attendance and documentation activities.
- November 24, 2014: the traditional institutions Nehas Liah Bing followed by nine people. There are accountability report, attendance and documentation activities.
- December 10, 2014: the traditional institutions Nehas Liah Bing followed by fifteen people. There are accountability report, attendance and documentation activities.
- Documentation of HCV dissemination activities conducted informally e.g. Feb 28th, 2014; January 16, 2014 and July 14, 2014.

Confirmed about these findings also obtained during the public consultation dated January 12, 2016 which shows that there is no overlap between the land of the villagers with the concession areas including HCV areas.

Status: Comply

5.3

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

Indicator 5.3.1 major :

PT. DIN LK 1 shows the identification document and the management plan pollution sources at the period of January - December 2015 which includes the information about:

No	Type of Pollution	Source of Pollution	Management Program	Information
1	Air Pollution	Generator and alkon	Generator engine maintenance routinely, planting and care of shade trees, preventive maintenance of machine and tools	Monitoring by GA and mechanic
		Vehicle Exhaust	planting and care of shade trees, preventive maintenance	Monitoring by GA and maintenance
2	Chemist Water	Chemistry Waste	Waste water chemist in the application back	-
3	Hazardous Waste	Estate operational and maintenance	Hazardous Material waste sent to licensed Hazardous Waste Temporary Warehouse in the POM3	Hazardous Waste Balance
4	Organic Waste	Housing, Office and Public Facility	Organic waste is managed by composting and backfilled.	Afdeling Monitoring personnel.

5	Inorganic Waste	Housing, Office and Public Facility	Rubbish is separated such as aqua bottles, plastic bottles, metal cans and iron cans is sold to collectors.	Afdeling monitoring personnel.
6	Hazardous Waste from clinic (Medical Hazardous Waste)	Estate Clinic	Sent Hazardous Waste in estate clinic to the clinic centre, then it sent to Hospital PKT Bontang to be destroyed.	Hazardous Waste balance Clinic

As for the identification of waste sources in POM 3 is similar to identifying sources of waste at the time of S1.

While for household organic waste performed composting activities in each Afdeling.

Indicator 5.3.2 major :

The company owns east Kutai Regent Decree No. 660 / K.359 / 2015 concerning changes in east Kutai Regent Decision No. 660 / K / 140/2013 on granting a temporary storage area of Hazardous Waste POM 2 PT. DSN, dated May 25, 2015, the expiration follows the east Kutai Regent Decree No. 660 / K.140 / 2013. The type of Hazardous Waste that can be stored include: oil, contaminated rags, oil filter, diesel filter used, soil that contaminated by used oil, used batteries, hoose former, printers cartridge and photocopiers, contaminated medical ampoules, drug vials and syringes, infusion bottles used, contaminated medical gloves, used needles, sewing thread of skin scars, IV tubes former used, contaminated of used up medical material, medical effluent, packaging containers of pesticides, contaminated jerry cans former, used lamp, solo sprayer, container of packaging chemical, solid chemical expired and other contaminated solids.

The company also has a partnership with the licensed carrier and collecting of Hazardous Waste form of Working Agreement dated January 2, 2015 between PT. DSN with CV Sumber Agung with the duration of the agreement is valid from January 2, 2015 - 31 December 2016 No. Working Agreement 009 / DSN / JKT / 2015 about making the collection and Hazardous Waste transportation of POMs PT. DSN, location Muara Wahau, East Kutai, East Kalimantan.

The Hazardous Waste handling groove that runs as follows:

- Estate: As for handling the flow of Hazardous Waste Producer the estate handed the generated Hazardous Waste into a Hazardous Waste Temporary Warehouse / Hazardous Waste stopover place in the estate emplacement complex, later in the afternoon (at the same day), the Hazardous Waste was submitted to the licensed Hazardous Waste Temporary Warehouse POM 3. Against this, the company showed the record as follows:
 1. News event sample of Hazardous Waste acceptance dated January 5, 2016 from supervisors engineering PT. DIN LK1 to Workshop Assistant PT. DSN POM 3 for the handover of the former chemical packaging 3 pieces and used oil 20 liters, equipped with a balance sheet of Hazardous Waste from LK 1 estate.
- Clinic: waste from activities polyclinics helper in estate sent to the clinic in a large office (with special handling), to further delivered to the Hazardous Waste Temporary Warehouse in POM 4. Furthermore, the waste is sent to the hospital in Bontang to be destroyed. To the overall activities of the company showed a record among others:
 1. Sample acceptance of the infectious medical waste number 23 / OS-BP / XI / 2015 dated 29 November 2015 from the afdeling Medical head of PT. SSS (DSN Agro Group) to the Afdeling general head of PKT Bontang hospital for the handover of infectious medical waste among others: the syringe disposable 10 kg, 11 kg ampoules and vials, injection nald and bisturi 5 kg, infusion bottles and hoses 36 kg, 19 kg handscone.
 2. Examples of the Hazardous Waste balance sheet Clinic centre in October 2015 which had been submitted by 25 kg of clinic waste to Hazardous Waste Temporary Warehouse POM 4, dated November 4, 2015 by document number BAST 226 / OS-BP / XI / 2015.
 3. Examples of the Hazardous Waste balance sheet Hazardous Waste Temporary Warehouse POM 4 in October 2015 which has received 25 kg of waste from the clinic with a number BAST 226 / OS-BP / 2015 dated November 4, 2015.

- POM 3 : Hazardous Material Waste generated from the scope of the POM area is sent to the Hazardous Waste Temporary Warehouse in the POM 3, equipped with a variety of tape recording, among others, for example:
 1. News event acceptance of the Hazardous Waste dated December 10, 2015 between PT. DSN POM 3 with CV Sumber Agung for Hazardous Waste handover include: chemical package 758 pieces, cans of paint 44 pieces, former filters 40 pieces, rags and gloves 417 pieces, former batteries 1 pieces, lamps 7 pieces with a total weight of 322.4 kg and 748 kg of used oil, dirty oil 300 kg. Manifest Number 0001595 UB.0001594 and UB, carrying vehicle license plate KT 8993 CA, driver Agus.

The balance position in Hazardous Waste Temporary Warehouse POM 3 after the date of December 11, 2016 - January 11, 2016; 750 kg of used oil, 538 pieces of used pesticide containers, rags and gloves 256 pieces, 65 pieces of used filters, cans of paint 131 pieces, 7 pieces of used batteries, used lamp 38 pieces.

Indicator 5.3.3 minor :

Hazardous Waste management plan listed in:

- Document Identification of the sources of waste and pollution in PT. DSN (POM 3) which describes the waste management plan of production activities, including waste which is categorized as Hazardous Waste.
- Work Instructions of Hazardous Material Waste Management DSN Group BU Agro No. IK-AGR-SHE-09-R00, January 15, 2014. the IK explains the requirements of Hazardous Waste storage, Hazardous Material Waste handling at Site and Hazardous Material waste storage standards, Standard signs of Hazardous material with refer to the same regulations as: PP 18 of 1999 on the Management of Hazardous waste, Decision of Environment Impact Control Agency no. 1 of 1995 on Technical Requirements for Storage and collection of Hazardous Waste, and Decision of Environment Impact Control Agency No. 255 of 1996 on Procedures for storage and collection of used oil.
- EIA document for the mill and plantation PT. DIN and PT DSN (POM 3) which describes the waste management plans and pollution from factories and plantations.
- Identification document of hazard-aspect, assessment (HIRA) and control of OHS environmental-risk-impact which outlines the types of activities, generated waste, and the level of risk. Types of waste are listed as: domestic waste from residential, Hazardous Material waste of agrochemical use, greenhouse gas emissions, and others.
- Effluent application permits through: East Kutai Regent Decree No. 650 / K.218 / 2015 on granting a license extension and the addition of an area of utilization of waste water on land to oil palm plantations PT. DSN POM 2 in Muara Wahau District. East Kutai, to 774 Hectares. Based on the verification of the effluent application block with the block which is allowed, it is known that the application of effluent has been licensed broadly to the actual block area of 660 Hectares.

OFI: Companies need to consider the improving quality of Hazardous Waste management socialization to the employees and contractors.

Implementation of waste management in the field goes as follows:

- Identifying and monitoring sources of waste and pollution; identifying sources of waste generated by POM and Estates, monitoring and testing periodically of POM effluent, water quality testing, noise testing, vibration, odor and emission generators and boilers in both of the POMs and estates.
- The use of shell and fiber as fuel turbine, composting activities of household organic waste, the use of EFB as organic fertilizer in the estate.
- Hazardous Waste management that has been managed in accordance with Standard Operational Procedure and also in accordance with the Hazardous Waste storage permit owned.

Based on a review of documents and field visits it is known that the waste management plan has been implemented properly. See indicator 5.3.2 Major.

In interviews with the estate staff, fire tower officers and field visits that the information obtained during the year 2015 was not a fire in the estate.

The Company also made use of effluent produced by POM to the licensed block land application, which for 2015 provided bar chart documents of monthly employment land application guidelines, the application plan covering an area of 1,980 Hectares (three times rotation) as much as 330,007 m³, the actual application area of 1,807 Hectares (three times rotation) as much as 310,252 m³.

Status: Comply

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

POM 3 PT. DSN has been monitoring energy consumption in 2015 in processing FFB become CPO as follows:

No	Month	Processed FFB (kg)	CPO production (kg)	Power requirements (KHz/ton FFB)	The use of fuel for generators		
					The use of Solar (l)	Solar/ton FFB	Solar/ton CPO
1	January	25,386,800	5,698,630	21,52	42,000	1.6544	7.37
2	February	21,694,423	4,434,053	20,56	29,700	1.3690	6.7
3	March	23,558,490	5,358,204	19,53	34,750	1.4751	6.49
4	April	26,946,494	6,675,232	19,54	20,750	0.7700	3.11
5	May	26,216,874	6,197,465	19,47	26,550	1.0127	4.28
6	June	26,560,858	6,582,882	18,97	29,130	1.0967	4.43
7	July	25,963,239	6,444,223	20	31,700	1.2210	4.92
8	August	27,994,735	6,839,517	17,62	22,300	0.7966	3.26
9	September	24,071,497	6,246,931	19,25	21,500	0.8932	3.44
10	October	32,011,224	8,316,909	19,62	22,300	0.6966	2.68
11	November	25,478,442	6,303,590	21,34	30,389	1.1927	4.82
12	December	26,560,620	6,497,163	19,82	32,500	1.2236	5
	Total	312,443,696	75,594,799	19,77	28,630.75	1.1168	4.71

In addition, it has also used shells and fibers as an alternative energy source. Here is the recapitulation use of shells in 2015 as follows:

Month	Processed FFB	Fiber production (kg)	To Boiler (kg)
January	25,386,800	3,435,702	3,435,702
February	21,694,423	6,364,449	6,364,449
March	23,558,490	9,544,845	9,544,845
April	26,946,494	13,182,622	13,182,622
May	26,216,874	16,721,900	16,721,900
June	26,560,858	20,307,616	20,307,616
July	25,963,239	23,597,172	23,597,172
August	27,994,735	27,228,225	27,228,225
September	24,071,497	30,477,877	30,477,877
October	32,011,224	34,799,393	34,799,393
November	25,478,442	38,238,982	38,238,982

December	26,560,620	41,824,666	41,824,666
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The use of fiber recapitulation in 2015:

Month	Processed FFB	Fiber production (kg)	To Boiler (kg)
January	25,386,800	1,804,380	1,804,380
February	21,694,423	1,538,135	1,538,135
March	23,558,490	1,670,297	1,670,297
April	26,946,494	1,910,506	1,910,506
May	26,216,874	1,858,776	1,858,776
June	26,560,858	1,883,165	1,883,165
July	25,963,239	1,840,794	1,840,794
August	27,994,735	1,984,827	1,984,827
September	24,071,497	1,706,669	1,706,669
October	32,011,224	2,269,596	2,269,596
November	25,478,442	1,806,422	1,806,422
December	26,560,620	1,883,148	1,883,148

In addition, PT. DIN also has been monitoring the use of diesel fuel in estate unit during 2015 which are sourced from the used of: generators, water pumps, farm tractors, bachoe loaders, lightweight unit, Estate Head lightweight unit, school buses, contractor trucks rent, contractors FFB truck with total consumption as much as 673.127 liters.

The Company has conducted a feasibility study of the use of biogas through biogas plant construction job offers from several vendors in 2015.

Status: Comply

5.5

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

Indicator 5.5.1 major :

Based on the document review of work plan and budget years 2015-2018 known that there were no replanting activities over a period of 3 years. Until the assessment activities carried out there were no replanting activities of the company. In the Quality Manual Document No. PDM-AGR-R03 on page 9 points 7.3.1 about quality policy states that the company set the stage implementation of the zero burning principle in all forms of estate management activities.

Indicator 5.5.2 minor :

For PT. DIN, planting done last in 2008 and up to the audit ASA-2 do not yet contained replanting activities.

Status: Comply

5.6

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

Indicator 5.6.1 major :

Assessment of emission sources is as same as S1.

Estates unit also have to identify the sources of emissions in the estate which includes among others: Afdeling and estate generator, motorcycles, lightweight unit / cars, trucks, farm tractors, electric welding, cooking activities, oxygen welding. It also has identified the source of solid inorganic waste of activity in the housing.

Available emission test results for PT. DIN estate from Sucofindo dated 18 September 2015 the reference number 0079 / DIN-SHE-JKT / VII / 2015 as follows:

No	Parameter	Unit	Threshold Limit Values	Results from	
				Settlement Afdeling III PT DIN	Front office Puhus 2 PT DIN

1	CO	Ug/nm3	30000	184.09	211.58
2	NO2	Ug/nm3	400	41.21	68.94
3	SO2	Ug/nm3	900	73.15	93.06
4	O2	Ug/nm3	235	<0.01	<0.01
5	Hydrocarbon (HC)	Ug/nm3	160	<0.01	<0.01
6	PM10	Ug/nm3	150	23.72	25.66
7	Dust	Ug/nm3	230	56	108
8	Lead	Ug/nm3	2	<0.01	<0.01
9	Dust fall	Ton/Km2/month	10	1.56	1.34

Based on Government Regulation No.41 of 1999 on air pollution control.

There is also a document of SUCOFINDO dated October 12, 2015 Reference Number 0080 / DIN-SHE-JKT / VII / 2015 to test the ambient air, clean water, river water, plankton and benthos as follows:

Ambient air test :

No	Parameter	Unit	Threshold Limit Values	Results from	
				Settlement of payment unit employees (LK 1 Sport center PT. DIN)	Front office LK1 PT DIN
1	CO	Ug/nm3	30000	168.57	202.49
2	NO2	Ug/nm3	400	59.14	71.53
3	SO2	Ug/nm3	900	89.72	94.70
4	O2	Ug/nm3	235	<0.01	<0.01
5	Hydrocarbon (HC)	Ug/nm3	160	<0.01	<0.01
6	PM10	Ug/nm3	150	23.44	24.33
7	Dust	Ug/nm3	230	92	95
8	Lead	Ug/nm3	2	<0.01	<0.01
9	Dust fall	Ton/Km2/month	10	1.83	1.36

Based on Government Regulation No.41 of 1999 on air pollution control. Along with plankton and benthos test results in the upstream and downstream of Wahau river PT. DIN, in October 2015 from Succofindo with the result there is plankton in upstream and downstream Wahau river, but no detectable benthos.

POM 3 :

There is document from SUCOFINDO dated 18 November 2015 Reference Number 0121 / DSN-SHE-JKT / X / 2015 to the generators emissions test, boilers, noise, vibration, ambient air and the odor as follows:

Odor:

No	Parameter	Unit	Threshold Limit Values	LA Area of POM 3 PT. DSN	The closest human settlement LA POM 3 PT. DSN
1	Ammonia (NH3)	ppm	2	0.051	<0.01
2	Metil merkaptan (CH3SH)	ppm	0.002	Ttd	Ttd
3	Hydrogen sulfide(H2S)	ppm	0.02	0.008	<0.01
4	Metil sulfide (CH3)SS	ppm	0.01	Ttd	Ttd
5	Styrene (C6H5CHCH2)	ppm	0.1	TTD	Ttd

Based on the Regulation of Environmental Ministry No. 50 / MENLH / 11/1996

Vibration:

No	Location	Unit	Test Result	Information
			A(<1)	Not Disturbed
1	Boiler Panel	Mm/se	0.15000	Not Disturbed
2	Machine room	Mm/sec	0.1015	Not Disturbed

Based on the Regulation of Environmental Ministry Kep-49 / MENLH / 11/1996.

Noise:

No	Location	Unit	Threshold Limit		Results
			Min	Max	
1	POM 3 Boiler area PT DSN	dba	n/a	85	102.7
2	POM 3 Generator area PT. DSN	DbA	n/a	85	102.5
3	POM 3 Nut plant area PT. DSN	DbA	n/a	85	102.5
4	POM 3 Clarification area PT. DSN	DbA	n/a	85	102.5
5	POM 3 Press area PT DSN	DbA	n/a	85	97.5
6	POM 3 Tippler area PT. DSN	DbA	n/a	85	82.6
7	POM 3 Sterilizer area PT. DSN	DbA	n/a	85	97.5
8	POM 3 Loading ramp area PT. DSN	DbA	n/a	85	85.3

Based on the Decision of Labor and Transmigration Ministry No. 13 / MEN / X / 2011.

Generator emissions 03 POM 3 PT. DSN as follows:

No	Parameter	Unit	Threshold Limit Values	Generator emission results
1	Ammonia	Mg/m3	0.5	<0.01
2	Chlorine gas	Mg/m3	10	<1
3	Hydrogen chloride	Mg/m3	5	<0.1
4	Hydrogen fluoride	Mg/m3	10	<0.1
5	Nitrogen dioxide	Mg/m3	1000	616
6	Opacity	%	35	15
7	Particulate	Mg/m3	350	49.70
8	Sulfur dioxide	Mg/m3	800	8
9	Hydrogen sulfide	Mg/m3	35	<0.01
10	Mercury	Mg/m3	5	<0.0005
11	Arsenic	Mg/m3	8	<0.001
12	Antimony	Mg/m3	8	<0.01
13	Cadmium	Mg/m3	8	<0.001
14	Zinc	Mg/m3	50	<0.05
15	Lead	Mg/m3	12	<0.01

Based on the Environmental Minister Decree No.13 / MENLH / III / 1995.

Boiler emissions dated 21 September 2015 POM3 from PT Succofindo as follows:

No.	Parameter	Unit	Threshold Limit Values	Test results
1	Particulate	Mg/m3	300	112.80
2	SO2	Mg/m3	600	505
3	NO2	Mg/m3	800	322
4	HCL	Mg/m3	5	<0.1
5	CL2	Mg/m3	5	<1
6	NH3	Mg/m3	1	<0.01
7	HF	Mg/m3	8	<0.1
8	Opacity	%	30	25

Based on Regulation of Environmental Ministry No.07 / MENLH / II / 2007 on emission limits of stationary sources

Indicator 5.6.2 major :

The company has been doing calculations of greenhouse gas emissions as follows:

Estate Unit

- Recapitulation of the used of EFB oil palm from POM into the estate as many as 62,501,308 kg in 2015 resulting from the processing of FFB as many as 312,506,542 kg.
- Monitoring program document of greenhouse gas emissions mitigation Estate Long Kejjak 1 period January to December 2015, which includes the information about:

No.	Emission sources	Location	The results of the emission calculations	Program	Target	Realization	Information
1	Fertilization	LK1	6,953,991 Kg CO2 eq/ha/th or 643,41 Kg CO2eq/kg RBS/th	EFB application	EFB application 755 Hectares		For improving the efficiency of fertilizer that reduces the loss of nutrients (environmental pollution)
		LK3	6,170,001 or 496.58	EFB application POM effluent application	EFB application covering 820 Hectares LA covering 379 Hectares		For improving the efficiency of fertilizer that reduces the loss of nutrients (environmental pollution)
2	BBM	LK1	666,072 Kg CO2 eq/kg TBS/th or 61.63 Kg CO2eq/kg TBS/th	Preventive maintenance of tools and machines	Runs according to schedule		Maintaining performance and efficiency.
			492,510 or 39.64	Preventive maintenance of tools and machines	Runs according to schedule		Maintaining performance and efficiency.
3	Pesticide	LK1	14,740 Kg CO2eq/ha/th or 1.36 Kg	riparian Control of the nettle caterpillar with	Herbicide application area reduction		

			CO2 eq/kg TBS/th	viruses and fungi and planting beneficial plant	of 2.5% against the total area Not using insecticides to control nettle caterpillars		
		LK3	23,728 or 1.91	Riparian Control bagworms with citations and planting beneficial plants	Herbicide application area reduction of 0.89% against the total area Not using insecticides to control bagworms		
	Total	LK1	7,634,802 Kg CO2eq/ha/th or 706.40 Kg CO2 eq/kg TBS/th				
	Total	LK3	6,686,239 or 538.13				

POM 3 Unit: has a long-term program of mitigation of GHG emissions starting in 2013-2017, while for 2016 as follows:

- Boilers; air pollutants NO₂, NH₃, HF, Opacity; care unit of the machine, a tamarind tree planting as many as 10 staple.
- Generators; air pollution NO₂, NH₃, HF, Opacity; maintenance of the generator; tamarind tree planting 10 in 2016.
- Vehicle exhaust; air pollution; preventive maintenance, tamarind and Angsana tree treatment; planting 10 staple of tamarind tree, the effectiveness of the use of heavy equipment for solar savings.
- POM 3 effluent; Ph, bod; BOD and Ph control, application of effluent to land.
- EFB, fiber and shell; solid waste; applications to the estate and used as fuel for the boiler.
- Hazardous Material; Hazardous Waste from POM operational and workshops; collect and transmit to the Hazardous Waste Temporary Warehouse, distributing to a third party.

POM also has been regularly conducting maintenance to operations machines. There are examples of the following documents:

- Checklist the inspection and lubrication of the Department of maintenance in period December 2015.
- Maintenance preventive schedule of Maintenance Department in December 2015.
- HM engine monitoring of Maintenance Department, December 2015.

There are POM 3 GRK calculation results without including the value of LUC, using the GHG calculator revision 3, where a total of POM 3 emissions by 1,208,731 kg CO₂ eq / year or 15.99 kg CO₂eq / ton CPO.

Based on the field visits at the location of POM 3 and estate PT. DIN known to have carried out reforestation activities using a tamarind tree and Angsana.

The company also has been conducting recording effluent which is applied to land. In addition, the company is also conducting development studies of methane capture.

Indicator 5.6.3 minor :

GRK emission calculations and monitoring conducted by the Occupational Health and Environmental Safety department. GRK calculation using GHG calculator Revision 3, 2014. **But the company has not been able to provide the evidence of GRK reporting to the RSPO secretariat. Based on this raised NC No.2016.01.**

5.6.3 minor	Status: Incompatibility NCR No.2016.01
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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.

Indicator 6.1.1 major :

The Company has an Addendum of the EIA document plantation Business Activity and palm oil mill, that is:

PT. DSN (POM 3):

- Recommendation Letter from East Kutai Regency Environment Bodies No. 660/649/3-BLH / VIII / 2010 dated August 6, 2010 on approval of Environmental Management Efforts-Environmental Monitoring Efforts of POM Activity PT. DSN in the Muara Wahau village, district. Muara Wahau.

PT. DIN:

- EIA document approval letter, Environmental Management Plan and Environmental Plantation Monitoring Plan and Palm Oil Processing Mill PT. DIN in East Kalimantan from the Minister of Forestry and Plantation No. 136 / Menhut-II / 2000 dated December 22, 2000.

In the document there is a significant impact evaluation matrix of plantations and palm oil mills activities in PT. DIN, PT. DWT and PT. DSN, which includes activities, significant impacts, the source of significant impacts and the level of interest as well as the decisions taken.

PT DIN has Social Impact Assessment (SIA) document created by Daemeter Consulting in 2011. The document contains management of oil palm plantations and palm oil mills. The document gives a preliminary picture social environment in PT. DIN and PT. DWT as the character of the population (village sampled the Deabeq Village, Nehas Liang Bing Village, Beanheas Village, Diak lay Village, NLB, Miau Bau and Muara Wahau Village), community structure and institutional (limited saprodi patterns and the profile of respondents were sampled as farmers, entrepreneurs, employees, civil servants, workers at the age under 10 years, 10-20 years and over 20 years, perceptions about the company, its facilities and infrastructure. SIA which has been prepared based on the aspirations of the people that dug through in-depth interviews (*Indepth interview*) and *Focus Discussion Group*.

Social impact management is done through the Community Development program compiled with the participation of the community every year, so that giving space and opportunity for the community to get involved and increase the capacity in rural development planning. This is consistent with the results of interviews with East Kutai Plantation Head that PT. SWA always involve the community and relevant agencies in planning their CSR activities and thus there is no overlapping with government agencies and community development programs to be more targeted.

Indicator 6.1.2 major :

Company show the result documents about the monitoring progress of social impact management plan PT. DIN and PT. DSN (POM 3) in 2015 along with its evaluation.

PT. DIN (oil palm plantations covering an area of + 10,000 hectares and a capacity of 60 tons FFB / hour).

- Public unrest are monitored while land acquisition and periodically when there are indications of unrest monitored at the corporate office, Longbau Village, Jabdan Village, Muara Wahau Village, Nehesliahbing village, Miau Baru Village.
- Disruption of protected flora and fauna are monitored two times a year in the estate area and riparian.

- Potential fires monitored during dry months time in the estate and surrounding locations.
- The decline in Wahau river water quality monitored (effluent) is monitored every 1 month if land application.
- Health problems caused by the disposal of effluent is monitored every 1 month on the WWTP upstream, Longbau Village, Jabdan Village, Muara Wahau Village, Nehesliahbing village, Miau Baru Village.

Monitoring data and monitoring is obtained by extracting the data and information from the public through a variety of methods one of them is distributing questionnaires to the community.

Indicator 6.1.3 major :

Companies show management plans schedule and monitoring the social impact PT. DIN 2015 and 2016 made by CSR Head, which includes an activity plan and time allocation execution, which includes aspects: opening and land acquisition, the risk of accidents and occupational health, public perception, public health , jobs, marginalization of minor groups, social conflicts, increased revenue, increased capacity of human resources, strengthening the organization, changes in habits and environment as well as the development of smallholdings.

Indicator 6.1.4 minor :

Companies through the Department of CSR (East Kalimantan Wahau CSR Head) has reviewed the program management of the impact of social presence of the company and its monitoring through the process of involving the community in the form of a questionnaire, concerning aspects of opening and land acquisition, the risk of accidents and occupational health, public perception related to the social relationship between companies and communities, public health, minor group marginalization, social conflict, increased revenue, social conflict, strengthening the organization, changes in environmental habits, as well as partnership building. Based on a review by on 3-4 January 2016, we can conclude that efforts to manage social companies have done is still very relevant.

There is also the document reviews of the points program of social impact management presence PT. DIN in 2011-2013 created per dated January 6, 2014 by East Kalimantan Wahau CSR Head and Monev and OM Head of CSR. In it are reviewed on focus impact management covering aspects: opening and land acquisition, the risk of accidents and occupational health, public perception of grants and public infrastructure, public health (due to waste management), jobs, marginalization of minor groups, social conflicts, increased revenue, building capacity of human resources, strengthening the organization, changes in habits and environment, as well as plantation development partnerships. The entire management of the impact is still considered relevant.

Indicator 6.1.5 minor :

Based on the SIA documents of the company are known that villager's smallholders have been included in the SIA study. In addition, based on the study of the document reviews up to the points program of social impact management presence PT. DIN years 2011-2013 are made on January 6, 2014 by East Kalimantan Wahau CSR Head and monev and OM Head of CSR known therein have been reviewed on the impact of management focus covering aspects: opening and land acquisition, the risk of accidents and occupational health, public perception of grants and public infrastructure, public health (due to waste management), jobs, marginalization of minor groups, social conflicts, increased revenue, increased human resource capacity, strengthening the organization, changes in habits and environment, as well as plantation development partnerships. The entire management of the impact is still considered relevant.

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.

Indicator 6.2.1 major :

In accordance with the audit results of the previous year, the company can demonstrate that there are standard procedures for communication and consultation as indicated by Standard Operational Procedure No. 0215B / SWA-CSR-WHU / VI 2012 on Communication and Consultation. The Standard Operational Procedure contains a description of the procedures for communication in terms of information requests, complaints or dissatisfaction, conflict resolution mechanisms, complaints / claims, land identification mechanisms, calculation and compensation, the delivery of violence, advisory and consulting.

In general the implementation of communication and consultation carried out by:

- Submission orally or in writing to the contact person in the company who have been socialized
- Feedback will be given with a maximum of 3 working days
- Problem-solving will be done by a meeting between the two sides.
- Unless the government agencies, the involvement of third parties must be by agreement
- Companies protect the anonymity of the complainant, if any report violations of laws and regulations

The mechanism making is conducted together with the affected communities, on June 7, 2012. Each village is represented by two people consisting of the Village Chief and Customary Chief. The village which agreed ordinances / communication procedures are Behes village, Dik Lay village, Deabeq Village, Nehas Liah Bing village, Muara Wahau Village and Miao Baru Village.

Indicator 6.2.2 minor :

The Company has appointed a special officer to manage social issues in PT. DIN, which is under the Division of Corporate Social responsibilities & Environment with the structure and personnel as follows:

Officer in Central Office (Head Office):

- CSR Head HO: Petrus Loekito
- CSR Planning and review: Bodie Wibowo
- CSR Operation Group Head: Rekso Pramono

Officer in Location (Muara Wahau) PT. DIN:

- CSR Wahau – East Kalimantan: Kokok Budianto
- Relation & Partnerships: Maradu Panjaitan, Taufik, W. Omat, Pandu SW, Damas
- Com. Development & Entrepreneurship: N. Yordan, Dahlia, Ratna S, Rahayu, Ramli Junaini, Ismail Adi, Paulus M. Kristianto
- Monev & Office management: Ignatius Sunandar, Pia Alfia,
- Community infrastructure: Suryansyah

There are an adequate *job description* and clear for each position and responsibilities. The company implements the system of the door to communication with society. Social issues associated with estate operations are all handled by the division of environmental and CSR. The officer in charge of communication comes with complete address and phone number and distributed in every affected village.

Indicator 6.2.3 minor :

The company has the latest stakeholder list which was issued on January 12, 2016. The list is equipped with addresses and contact numbers (HP) of the stakeholders in question), the complete data of the stakeholders, namely:

1. Benhes village of 16 people comprising village chief, village secretary, Wehea Great Customary Chief, Customary Chief, chairman of the BPD, Community Leaders, Chairman KSU SWTS, KSU Chairman MSL
2. Diak Lay village as many as 13 people, consisting of: the village chief, village secretary, Customary Chief, Chairman of the BPD, Community Leaders, Chairman KSU Gerdabang Agri Centre
3. Dabeq village of 15 people consisting of: Head of Village, Village Secretary, Customary Chief, Chairman of the BPD, Community Leaders, Chairman of KSU Min Bea Giang Mandiri
4. Muara Wahau Village as many as 16 people, consisting of: the village chief, village secretary, Customary chief of Kutai Besar, Customary Chief, Chairman of the BPD, Community Leaders, Chairman KSU Karya Etam, Chairman KSU Generasi Pemuda Wahau, Chairman of the Labor Benua Etam, Chairman KSU Wahau Sehati, Acting Chairman KSU Harapan Baru.
5. Nehas Liah Bing Village as many as 18 people, consisting of: the village chief, village secretary, Customary Chief (Led Ji Taq), Customary Secretary, Chairman of BPD, Member of BPD, Community Leaders, Chairman KSU Usaha Baru, Chairman of KSU Kombeng Lestari, Chairman KSU Kelean Blom Kejah, and jagawana / Petqui Mehui.
6. Jabdan village of 11 people consisting of: Head of Village, Member of BPD, Community Leaders, Chairman KSU of Jabdan Bersatu
7. Long Bau village of 11 people consisting of: Head of Village, Community Leaders, and Chairman of the KSU SUTS.

8. Miau Baru village as many as 17 people, consisting of: Village Head, Customary Chief, Acting Chairman of the BPD, Community Leaders, KSU SSB chairman, chairman of the KSU Karya Sejahtera, chairman of the KSU Lai Sejahtera.
9. SP as many as 6 people consisting of the Wanasari Village Head / SP 1 Wahau, the village head of Wahau Baru / SP 2 Wahau, Chief of Makmur Jaya / SP 3 Wahau, Village Head of Suka Maju / SP 4 Wahau, and village head of Karya Bhakti / SP 1 Pantun.
10. Muspika as many as 6 people consisting of Muara Wahau Police Chief, District Military Commander of Muara Wahau, Sub District Head Wahau, Sub district Head Kongbeng, Sub District Head Secretary Muara Wahau and Sub District Head Secretary Komben.
11. Chairman of Trade Unions PT. DSN and DSN were 9 people
NGO The Nature Conservancy / TNC (Nehas Liah Bing village) and Restoration of orang utan (Diak Lay Village)

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.

Indicator 6.3.1 major :

As described in 2.2 and 2.3 criteria previously, based on field verification and interviews with the management of PT. DIN, it is known that there is no dispute between PT. DIN with the surrounding community. This is in accordance with the results of public consultation with local communities and the East Kutai District National Land Agency Office which showed that there was no record of a dispute between PT. DIN with surrounding communities ranging from the opening up of the audit ASA-02.

Indicator 6.3.2 major :

For the purposes of communication and consultation, the company has had a system of communication and consultation document No. 0215B / SWA-CSR-WHU / VI 2012. This document describes and regulates procedures of the company and the surrounding communities, NGOs and organizations / other local people in each communicate and consultation on common interest as well as the existing problems so as to achieve the good dialogue, talks, discussions and deliberations and acceptable to all parties.

Making such a mechanism is participatory with impacted communities on June 7, 2012. Each village is represented by two people consisting of the Village Chief and Customary Chief. The village, which agreed ordinances / communication procedures are Behes village, Dik Lay village, Deabeq Village, Nehas Liah Bing village, Muara Wahau Village and Miau Baru Village.

The company also has an employees complaints handling mechanism, namely Procedure Number SOP-AGR-054-ROO. The purpose of this Standard Operational Procedure is to ensure that employees receive proper treatment in accordance with the company rules and regulations in force and minimize dissatisfaction and injustice felt by employees.

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.

Indicator 6.4.1 major & 6.4.2 minor :

The company has a mechanism of identification, calculation and compensation for a losein the legal rights in Standard Operational Procedure of communication and consultation number 0215B / SWA-CSR-WHU / VI / 2012. The procedure describes the stages:

1. Identification of land by way of measurement together with the community assisted with measurement tools and discussion / verification of legality proof on land along the measurement results.
2. calculation of land compensation is calculated based on the agreement between the company and in accordance with customary landowners and decency that apply so as not to burden
3. Compensation for destroyed crops is done by statute or governmental regulation
4. Compensation payments made after agreement and in an official report
5. If not obtained the agreement there will be mediation by a third party and if still not obtained the agreement it will proceed with litigation.

Based on the examination of documents in PT. DIN and field verification and public consultation, it is known that there is no process of compensation to communities for Land Use Title acquisition PT. DIN. The whole concession land derived from the Forest Zone (Ex Forest Concession) that have been released by the Ministry of Forestry through Convertible Production Forest Release Decree No. 130 / Menhut-II / 2005 dated May 23, 2005 for an area of 10,125 hectares for oil palm plantations on behalf of PT. Dharma Intisawit Nugraha.

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.

Indicator 6.5.1 major :

Wages of employees PT. DSN and PT. DIN based on the government's provision in this case Governor Decree and Company Directors Decree. The company can show the wage determination documents as follows:

- Labor and Transmigration Agency Letter No. 561/20137 / HIJ dated December 23, 2014 on East Kalimantan Governor Decree No. 561 / K.776 / 2014 dated December 1, 2014 which states that based on East Kalimantan Governor Decree then it is set the minimum wages of East Kutai Regency in the amount of Rp 2,117,500 apply from January 1, 2015
- Decree of the Direction on changes to the minimum wage no. 014 / DIR / I2015 dated January 2, 2015 which states that payment unit employees' wages to Rp 2,117,500 and got a supply of 0.5 kg rice per day in accordance with the attendance. Casual wage to Rp 84,700 per day.

When the audit is performed after the issue of East Kalimantan Governor Decree No. 561 / K.773 / 2015 concerning the establishment of the East Kutai Regency minimum wage for the period 2016 to Rp 2,276,312 effective in January 1, 2016. Under the decree has been issued a letter of directors No. 002 / DSN / HCO / I / 2016 on payment unit wage changes to Rp 2,276,315, and explained that the decree of directors related to the wage changes are in the process of ratification. Determination application of this decree shall apply to the payment of wages from January 2016.

Based on a study document on the employee payroll period in 2015 it is known that the company has to pay wages in accordance with applicable regulations. The employees' wage, for example, the period of payment wages in December 2015 to inform the work site, the name, NPK, class, income (basic salary, overtime, premiums, incentives, total revenues), cuts (Workers Social Security Agency Labor, Workers Social Security Agency Health, taxes, number of cuts), total paid, the employee's signature. At the time of the audit auditor conduct interviews by sampling with employees, for example, Landfills officer LK1 and LK3 and POM3 grading officer, noted that the wages paid to the employees in accordance with the applicable regulations. Timely payment of wages made in accordance with company regulations and letters of intent. Overtime and premium payment has been made in accordance with national regulations and company policies.

Indicator 6.5.2 major :

Labor laws and agreements which detailing payments and conditions of employment have been listed in the Company Regulations (PP) PT. DAN and PT. DSN period 2015-2017 which was approved by the ministry of labor Republic of Indonesia General Director of PHI JSK. Ratification of Government Regulation with Decree No.KEP.714 / PHIJSK-PKKAD / VI / 2015 dated June 19, 2015. Things that are described in the document, among others:

- Acceptance, placement, transfer and jobs promotion
- Rules (working time, confidentiality, responsibility, discipline / sanction and protection against sexual harassment)
- Wages (system and review of wage / rank, overtime, sick pay and suspension wages)
- Social security and welfare of employees (Workers Social Security Agency, medical allowance, hospital allowance, business travel, wedding donations, donations of grief, PPE, the protection of women and babies and cooperatives)
- Holidays, vacations and permission to leave work
- Training and Education
- Employee relations and Layoffs.

Provided an affidavit along with SP Mandiri PT. DAN PT. DIN and PT. DSN September 8, 2015. The document states that Independent Workers Union PT. DAN PT. DIN and PT. DSN recognize Government Regulation is currently in effect are still relevant and have to accommodate the interests of employees as a whole and there are no disagreement with the

Labor Law. In addition to company regulations, there are also the agreement / contract workers directly that explains the conditions of employment and the rights and obligations of both parties. The employment contract is divided into:

- Working Agreement with contract workers, for example SPK No. 104 / DAN / PU2 / IX / 2014
- Decree of the employee appointment, for example, Decree No. 007 / SK / HRD-DAN / PU2 / IX / 2014 dated 21 September 2015.
- Working Agreement of inter-city-inter-regional, for example SPKK No. 072? SPK-Akad-DAN / SMD / 2015

Indicator 6.5.3 minor :

The company has been providing public facilities and infrastructure in order to improve the welfare of its employees. Companies can show a list of facilities and infrastructure available for PT. DIN and POM3, among others:

- House building G10 95 units
- House type 70/72 27 units
- House type 120 3 units
- Lighting Facilities (electricity) supplied from POM
- Mosque 3 units
- Church 1 unit
- Clinics 3 units
- Primary School 3 units
- Volleyball court 12 units
- Badminton court 3 units
- Football field 3 units
- Futsal field 3 units
- The employees clean water need is supplied of the company by reported 12,000 liters / Afdeling / day
- Daycare 1 unit/Afdeling

Based on interviews with employees and field observations, for example by employees Afdeling 2 and Afdeling 4 LK1 known that the provision of the facilities has been carried out by the company with sufficient and adequate. There were no complaints from employees related to public facilities and infrastructure. Employees said that the management of domestic waste has been done well, the transportation is done routinely. In addition to public facilities the company also provides a means of light fire prevention in the employee housing.

Indicator 6.5.4 minor :

In an effort to monitor and improve the access of workers to decent food, adequate and reasonably priced, in an effort to monitor and improve the access of workers to decent food, adequate and reasonably priced, the company has to provide and facilitate cooperative employees centralized named Cooperative of Mandiri Sejahtera. The cooperative provides the basic material needs required by the employee.

Additionally it has supplied vehicles per month per unit for use in shopping activities of employees. The company can demonstrate the use of the units report as follows:

- Usage Unit Report POM3 dated January 10, 2016 hours 7:00 a.m. to 14:00 pm WITA.
- LPU (Usage Unit Report) LK3, for example on 15 November 2015 using two units and on December 13, 2015 using 2 units

Usage Unit Report LK1 dated 24 Dec 2015 using 1 unit License plate KT7450CE

Status: Comply

6.6

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

Indicator 6.6.1 minor :

Inside the Company Regulations (PP) PT. DIN and PT. DSN period 2015-2017 which was approved by the ministry of Labor RI General Director of PHI JSK, Decree No.KEP.719 / PHIJSK-PKKAD / VI / 2015 (PT. DIN) and Decree No.KEP .714 / PHIJSK-PKKAD / VI / 2015 (PT. DSN) dated June 19, 2015 there has been a statement of recognition in freedom association. The document published in Indonesian (the national language) that can be understood by all employees. The statement is contained in Article 4 points (g), it was mentioned that the employees have the right to form unions and become a member / leader of workers unions in accordance with the applicable regulations.

When an audit is performed, has formed Independent Workers' Union (SPM) which becomes a container for employee's aspiration.

Indicator 6.6.2 minor :

Documents available of Independent Workers Unions recording to Labor and Transmigration Agency:

- DSN Independent Workers Unions recording No. 07/02 / SP-SB / Nakertrans-HIJ / I / 2013 dated June 30, 2013
- Independent Workers Unions PT. DAN Registration No: 08/02 / SP-SB / Nakertrans-HIJ / I / 2013 dated 14 Feb 2013, with 333 memberships

Based on interviews with workers union known that the company has given the freedom of association to all employees. The company supports and fully facilitates all of the Independent Workers Unions activities that exist today.

Records and notes of internal meetings within the workers union have been kept and maintained. Based on interviews with the administrator (chairman) Independent Workers Union PT. DAN and POM3 known that the meetings and appointments made incidentally when there are issues and complaints related to the employment. The company showed Independent Workers Union meeting minutes, for example:

- Meeting on 18 September 2015 by the number of participants as many as 13 people, discussing: DIN union financial position, dengue fever eradication, empowerment of daycare, Workers Social Security Agency Health card process, the female employees to dress politely and replacement of damaged PPE.

Meeting of PT. DSN dated December 28, 2015, the number of participants as many as 12 people, talks about the elections and the formation of a new union organizer POM3.

Status: Comply

6.7

Children are not employed or exploited.

Indicator 6.7.1 major :

The minimum recruitment age requirements contained in the Company Regulations (PP) PT. DIN and PT. DSN period 2015-2017 chapter 5 points b.2, stated that the minimum age of employment received is 18 years old.

Implementation of the policy relating to the minimum age requirement, workers has been verified through the list of employees from January 2016. The document informs NPK, name, title, and company, date of entry work, office locations, employee status and date of birth, based on the study documents note that the company does not employ employees younger than 18 years.

Based on field observations on estate operational activities for example, harvesting and spraying, and POM3 activities process, it is known that the work force is used in accordance with the age requirements either in regulation or company policy. Employees said that the requirements for age is considered at the time of selection, all employees are ensured by submit identity cards and birth certificates.

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.

Indicator 6.8.1 major :

The Company has established and set commitments related to the respect for human rights. The commitments contained in the quality guidance document DSN Group, document No. PDM-AGR-R04 issue dated May 1, 2015 was passed by the Executive Director of SBU Agro I. In clause 10.2 states that DSN Group SBU Agro I do not justify any acts of discrimination against its employees either religion, ethnicity, gender and region of origin. All workers are treated equally and have the same opportunity.

Interviews with workers and Independent Workers Union are known that the company's policies and commitments related to the company's equal opportunity and the prohibition of discrimination has been applied. Employees said that the company does not discriminate against employees if there is a chance of promotion; all employees selected the appropriate qualifications.

Indicator 6.8.2 major :

Based on a documents review of the employees list of POM3 and PT. DIN period January 2016 note that there was no

indication of discrimination of employees based on gender, status, national origin and religion. All workers are treated equally and have the same opportunity.

Interviews with workers and Independent Workers Union are known that the company's policies and commitments related to the company's equal opportunity and the prohibition of discrimination has been applied. Employees said that the company does not discriminate against employees if there is a chance of promotion; all employees selected the appropriate qualifications.

Indicator 6.8.3 minor :

The process of employee's selection and recruitment of the company are described in the SOP recruitment Documents No. SOP-AGR-012-R02 issue date January 1, 2015. The document has been signed and ratified by Operation audit and management system head and executive director of Agro I Business Unit. In the document explained that the entire workforce be it from reception in Jakarta offices / representatives, local reception site and reception inter-city inter-regional must be done based on selection (administration and interview) and complete with a certificate of decent work from doctors. Based on the results of the selection, placement takes place in accordance with the skills / abilities and qualities.

The process of promotion / advancement described in the document No. SOP-AGR-017-R00 issue dated February 15, 2015. It was explained that the promotion will be done if there is a need and vacancy, the entire workforce who possess the appropriate qualifications to the job routinely evaluated based on gap evaluation on competency. The company can show an example of employees' promotion, for example, Decree No. 021 / SK / PROM-MUT / XII / 2015 on labor No. 0033501 from treatment supervisor become harvester administrator.

Interviews with employees by sampling has been carried out, the employee said that recruitment had been conducted in accordance with the provisions of the company, all employees who will work selected and placed based on skills and qualifications required. Information about openly employment placed in village board information and internet media.

Status: Comply

6.9

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

Indicator 6.9.1 major :

Commitments and policies related to the prevention of all forms of sexual harassment and sexual assault contained in the Company Regulations (PP) PT. DIN and PT. DSN period 2015-2017 chapters 12. It is said that every worker is entitled to get protection against sexual harassment in the workplace.

Implementation of the policy, the company has formed a female receptacle (female committee) which can be an aspirations container of workers who experienced sexual harassment. Records of female committee PT. DIN and POM3 among others:

- Discussion meetings and sharing activities about employee complaints PT. DSN, conducted on 17 April 2015, the number of participants were 12 people.
- Female Committee Socialization and specific reporting mechanism on January 9, 2015 with the number of participants were 11 people.

Based on interviews with employees in mind that information and understanding about sexual harassment policy has been adequate. Employees can explain the procedures for complaints and reporting acts of harassment. Workers already know their femininity committee as a forum for the expression of aspiration of female employees.

Indicator 6.9.2 minor :

Commitment to the protection of reproductive rights have been included in the Memorandum HRA Dept. No. 010 / HRA / VII / 2011 dated July 12, 2011 stating that the company pay attention to the dangerous condition of the female workers who are pregnant and breastfeeding with not correct to working on sections that deal with chemicals and heavy work. Monitoring of the symptoms of pregnancy performed by a paramedic.

Evidence of the implementation of these commitments is shown in the form of monitoring H1 and H2 (menstruation and pregnancy permit). LK1 and LK3 can show monitoring books H1 and H2, for example in the period of November and December 2015. Based on interviews with HRD staff PT. DIN known that the results of such monitoring will be the basis of employee's examination / pregnancy test by paramedics. Based on the report a pregnancy test period Nov-Dec 2015 for example LK1 known to have one employee that the sprayer was pregnant. Related to the above, has issued a letter of working mutation recommendation by paramedic No. 306 / QS-BP / XII / 2015 dated December 28, 2015 to the Estate

Head LK1, then was followed up by EH LK1 by issuing employees job transfer from payment unit treatment to job that is not related to chemicals. Sample of women working mutation letters that are detected pregnant can also be shown by LK3, for example, a letter on July 29, 2015 the workforce with No. NPK 0028596 was transferred light work and unrelated to the chemicals.

Indicator 6.9.3 minor :

Complaint mechanisms related to sexual harassment cases described in SOP prevention of sexual harassment and violence against women. The flow diagram starts from reporting of reporting by victims to a Female Committee (KK), Female Committee noted reports of casualties in the form FM-STD5-52-Rxx, Female Committee clarify to the actors / supervisor actors, Female Committee evaluate along with the offender supervisors, if convicted as an act of harassment then reported to PGS, PGS proceedings in a settlement with the imposition of sanctions, HRD dept Head deliver the verdict sanctions to the offender.

In addition there are SOP complaints handling document No. SOP-AGR-054-R01 dated October 12, 2015 which identifies procedures and flow charts for handling complaints of employment and employment number. In the Afdeling on the general provisions of the SOP, mentioned points 5 each informer's identity if required / requested by the complainant would be protected / withheld (anonymities). Based on the interviews it is known that the employee has understood the mechanism of delivery complaints. Employee's mention that has been provided a special mechanism for delivery to kept the secret of the identity.

Status: Comply

6.10

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

Indicator 6.10.1 minor :

Based on information from the estate staff that commencing four months in 2015, where the last POM 3 received fruit from third party in May 2015. This was done through a memorandum from Mr. Bowo that POM 3 will implement supply chain system IP. It is based on the memorandum No. 0041 / MS / V / 2015 of the Representative Management Dated May 13, 2015 that the POM 2 and POM 3 are prohibited to receiving uncertified FFB which among others came from the partnership estate and estates of PT. KPS and become effective by May 18 2015.

Based on the documents Monthly Report Mill POM 3 2015 note Mill 3 to the month of May 2015 received the partnerships FFB with total 7,248 tons.

The Company shows a sample document the meeting minutes of the purchase price fixing team FFB of oil palm plantation production in East Kalimantan province in period May 2015 based on the year of planting aged 3-9 years planting age.

Based on the review of the document is known that the age of the partnership plants that supply to the POM 3 that plants age 7 (Plantation Agency of FFB price Rp1,489,3) and plants age 8 (Plantation Agency of FFB price Rp1,525,25).

Furthermore, the company shows a minutes sample document of the FFB partnership 3 purchase period May 1- May 31, 2015 (No.0001 / BAPPK / PKS 3/05/2015) with details of plants age is 7 years as many as 11,890 kg, up to May 2015 2719,37 kg Rp 17,707,777.

Indicator 6.10.2 major :

Based on information from the company's staff that the price of FFB partnership, the company follows the price statuses from provincial Plantation Agency. However, as of June 2015, third party FFB submitted to the POM 1.

FFB price list of Plantation Agency on May 2015: available example documents about the minutes of the meeting about the FFB purchase price by fixing team in East Kalimantan Province in period May 2015 is based on years of planting 3-9 years of the planting age. Partnership age plants that supply to POM 3 is 7 and the age of the plant 8.

Indicator 6.10.3 minor :

Companies show examples of SPK local contractors evidence as follows: SPK document No.004 / DSN / DPC / 2015 on CPO transport dated January 2, 2015 between PT. DSN with CV. Paris Indo License, which in Article 3 jobs and the value of the contract as well as technical conditions of work and mode of payment chapter 3b about the manner of payment that: payment will be made 20 working days after payment request is complete pursuant to article 3 paragraph 3.a. (2) accepted by the first party.

Indicator 6.10.4 minor :

Companies show examples of proof of payment contracts on time:

Examples of fund transfer documents to the CV. Paris Indo License dated 19 November 2015 for the payment of CPO transport in October 2015 according to the contract period.

Status: Comply

6.11

Growers and millers contribute to local sustainable development wherever appropriate.

Indicator 6.11.1 minor :

The Company showed program and the allocation AP of CRS in 2016 which includes the allocation of financing for economic, environment, housing, education, and social culture that is shared for 12 months with a total value of Rp 938,268,975.

In addition, the company also shows various documentation realization through CSR department during a year in 2015, among others:

- Hectares statement of estate partnership full Operate in 2015 to farmer groups: Kerdabang agri center covering an area of 568 hectares (Diaklay Village), Jengea Bong Pet Kuq (3 villages) covering an area of 200 hectares, Usaha Baru (Nehas Liah Bing Village) covering an area of 408 hectares, Sawitan Surya (Jakluay village) covering an area of 567 Hectares.
- Saprodi estate partnerships for farmer groups: Sumber Rejeki (Karya Bakti Village) covering an area of 368 hectares, Gerdabang Agri Center Group (Diaklay Village) covering an area of 115 Hectares.
- Total deposits of non-stock society in the estate partnership for 2015 in 2 credit union.
- The value of economic transactions in 2015 from FFB transport rent, lightweight unit rent and Dump trucks as well as construction of G10 logistics, FT and lader backhoe rent.
- The news of the scholarship acceptance dated February 25, 2015 to 13 recipients.
- The news of procurement assistance in fingerlings and fish feed dated December 23, 2015.
- The news event of giving aid development office of the paroki church of St. Maria Ratu Damai Nehas Liah Bing Village dated February 9, 2015.
- The news of the grants for renovation learning house in the Nehas Liah Bing village dated August 18, 2015.
- The news acceptance of the subsidy cost of students transportation Nehas Liah Bing village dated June 5, 2015.

Based on the results of consultation with representatives community about the company acquired quite positive response for various social programs that have been running.

Indicator 6.11.2 minor :

As described in criterion 6.10 that starting in May 2015, POM 3 did not accept the FFB from the partnership and beyond. FFB from the partnership transferred to POM 1.

But the company still continues to provide guidance to the existing partnership estate, it is shown by documentation sample as follows:

- The report dated 31 September 2014 for a comparative study of cooperative partnership DSN Group to PT. Hindoli Cargill Sungai Lilin, South Sumatra, which was held on 22-28 October 2013.
- Reports of need assessment and training activities to strengthen the capacity of the KSU management Partners DSN Group dated September 27 - October 2, 2014.
- Documentation of follow-up socialization activities reports for facilitation of tax consultants on 27 November 2015 in CSR office with 17 participants from the cooperative and the company sides.
- Documentation report about dissemination of national palm oil developments dated August 25, 2015 which was attended by participant from CSR team, and cooperative representatives as many as 54 participants which discussed the development of the price of CPO and partnership estate management strategy.

- Socialization documentation DSN cooperative achievement award dated 28 April 2015 which was attended by 57 participants from companies and partnerships estate representative.

Documentation reports empowering health field period from January to December 2015 include village: Benhes, Diaklay, Dabeq, Wahau, Jabdan, Long Bau, Neh Liah Bing, Miau Baru and Long Sep.

Status: Comply

6.12

No forms of forced or trafficked labour are used.

Indicator 6.12.1 major :

The Company does not use illegal labor and trafficked or forced. The entire workforce that is used has to have a letter of agreement between the company and the concerned either locally or labor force outside the region (inter-city inter-regional), a letter of agreement has been approved and signed together. The company can show letters of agreement, for example:

- Working agreement with contract workers, for example SPK No. 0024 / DIN / LK3 / III / 2014 informing the work site, period, rights and obligations, work hours, wages, insurance, leave, facilities, sanctions, the provisions of layoffs and rules if dies.
- Decree of appointment of the employee, for example, Decree No. 009 / SK-PK / DIN-LK3 / III / 2015 dated March 2, 2015 to inform the employee's name, NPK (employee identification number), occupation, and employment status.
- Working agreement of inter-city inter-regional, for example SPKK No. 171 / SPK-AKAD-DIN / SMD / 2015, in the document described about all the provisions relating to the rights and obligations of the company and the workforce. Things were informed, among others: the status and time duration contracts, transportation of departure and return, the extension of the provisions of the contract and the appointment to be a permanent employee, work hours, wages, facilities, Holiday Allowance, insurance, leave, penalties, irregularities and the layoff provisions.

Based on interviews with employees known that all employees who work at DSN Group is a legal work force. Companies routinely reported the employment status to the Labor and Transmigration Agency every year in the form of labor compulsory reporting. Examples of compulsory reporting of employment period of years 4 Jan 2016 - 4 Jan 2017 with no registration 0164/01134 / wasnaker / I / 2016 (PT. DIN) and 047/36999 / wasnaker / I / 2016 (PT. DSN), the number of workers who reported in accordance with the list of actual labor PT. DSN and PT. DIN today.

Indicator 6.12.2 minor :

Interviews with HRD staff (personnel) states that upon receipt of the workforce has explained the details and job descriptions for employees. After their approval and selection process, the company issued Decree / Work Order for the employees and signed and understood by both parties.

Based on interviews with workers in the field note that the work described at the time of acceptance with which worked when received is same. This type of work is recorded in Work Order / Decree.

Indicator 6.12.3 major :

When the audit is performed the company was using a temporary inter-city inter-regional labor. The company has set a special labor policy and procedures and has been implemented. Policies and procedures are listed in Working agreement of employees inter-city inter-regional, for example SPKK No. 171 / SPK-AKAD-DIN / SMD / 2015. In the document described all the provisions relating to the rights and obligations of the company and the workforce. Things were informed, among others: the status and contract durations, transportation of departure and return, the provisions of extension the contract and the appointment of a permanent employee, work hours, wages, facilities, Holiday Allowance, insurance, leave, penalties, irregularities and the layoff provisions.

Permit for using inter-city inter-regional labor PT. DIN issued by General Director of coaching employment, No. B2299/PPTK-TKDN/XI/2014 dated November 11, 2014 about the inter-city inter-regional employment approval letter PT. DIN, valid for 1 year. In the document described the amount of labor contract is allowed and the provisions which must be implemented by PT. DAN, for example: remunerations in accordance with the provisions, departure and return with decent public transport, not collect any fees, providing required pre departure (OPP) and report the employment contract to the

relevant agencies (Ministry of Labor / Labor Agency). When the audit performed the permits process of the inter-city inter-regional placement period November 11, 2015-10 November 2016 are in process in Labor and Transmigration Agency East Kutai. Acceptance approval requests letter are available and bring TKAKAD from Labor and Transmigration Agency East Kalimantan Province to Dirjenbinapentasker-Ministry of Labor and transmigration agency RI on December 31, 2015 No. 562/4264 / PTK / DTKT / 2015. In the document explained that the Labor and Transmigration Agency Province recommends the use of TKAKAD by DSN group (PT. DAN and PT. DIN) and ask to be able to publish SPP TKAKAD to PT. DSN Group.

Status: Comply

6.13

Growers and millers respect human rights

Indicator 6.13.1 major :

The Company has established and set commitments related to the respect for human rights. The commitments contained in the quality guidance document DSN Group, document No. PDM-AGR-R04 issue dated May 1, 2015 was passed by the Executive Director of Agro I Business Unit. In clause 10.2 states that DSN Group of Agro I Business Unit uphold and respect the human rights of all employees in accordance with mandated in the applicable legislation. Socialization associated with the respect for human rights (HAM) to employees made on June 3, 2015.

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.

Indicator 7.1.1 major :

Same with S1. See criterion 6.1.

Indicator 7.1.2 minor :

Same with S1. See also indicator 5.1.3 about document review of managing and monitoring environment per 2 years with the conclusion that in the 2016 does not require changes to manage and monitor the environmental aspects, due to all defined aspects of manage and monitor in the manage document and monitor the environment is still relevant to the conditions in the field. The company also has been regularly conducting environmental monitoring and management reporting in accordance with the environmental management documents which are owned.

Indicator 7.1.3 minor :

Same with S1. See indicator minor 6.1.5 about SIA review per 2 years. Based on study to the SIA document review known that scheme farmers has become a part of a routine program and its impact.

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.

Indicator 7.2.1 major :

Based on a review of the detailed soil survey report documents from the research department at PT. DIN (No.R & E.SVY.0002-12-13) in 2013 there are maps of land suitability classes that explain the related area of PT. DIN 8,749 Hectares. Based on a study of the map data is obtained information about topography, soils, land distribution, the nutrient status and climate. The results of the soil analysis record activity, the location of PT. DIN consists of the distribution land Class S2 LK1 2,930 Hectares, land distribution on LK 3 with land class S3 2,446 and S2 456 hectares. Based on result study all areas of PT. DIN are suitable to oil palm plantations.

Indicator 7.2.2 minor :

Based on interviews with estate plantation development staff have considered topography, drainage, roads and supporting infrastructure in accordance with the Environmental Impact Assessments in 2000 covering 10,000 hectares and based on

the analysis of soil, the work area slope PT. DIN still in the category of flat to surging (0-24 %).

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.

Indicator 7.3.1 major :

The management unit has been conducting the identification of HCV in the operational area of PT. DSN and PT. DIN which are conducted in 2012 in collaboration with *Daemeter Consulting*. Executive member of identification is *RSPO approved HCV assessor*.

Based on identification results, there are eight (8) location of HCV areal in PT. DIN as follows:

- conservation areas I (71 Hectares): consisted HCV 1.2; 1.3; 3
- conservation areas II (37 Hectares): 1.2; 1.3
- conservation areas III (228 Hectares): consisted HCV 1.2; 1.3; 3
- conservation areas IV (133 Hectares): consisted HCV 1.2; 1.3; 3
- conservation areas V (99 Hectares): consisted HCV 1.2; 1.3; 3
- Kenden Besar riparian: 4.1; 5;
- Bleu riparian: consisted HCV 4.1
- Sung riparian: consisted HCV 4.1

Indicator 7.3.2 major :

To identify the presence of primary forest or HCV open area between the years 2005 - 2008, the company conducted an analysis of land use changes on the (Land Use Change Analysis) in PT. DIN 2014 in cooperation with the Faculty of Forestry, Bogor Agricultural Institute.

The analysis of land use is done by using source data from Landsat imagery in the period 2005, 2007 and 2008. The results of the analysis showed that the plantation area of PT. DIN which are opened in the year of 2005 - 2008 is entirely derived from a forest area with convertible production forest status (Production Forest for conversion) with the type of bush land use, open land, and bush.

The coefficient of vegetation on land cleared in the first period is "0" covering an area of 6,115,47 hectares and in the second period, namely the coefficient of vegetation "0" covering an area of 1,426 hectares. Thus, there is no primary forest or HCV, which opened into plantations since 2005. Liability disclosure to the concession area of PT. DAN has been prepared and submitted to the RSPO Secretariat on 23 April 2015 in accordance with the available email delivery evidence.

HCV identification document explains that the process of HCV analysis has been done through adequate public consultation. The public consultation process carried out during the preparation of the HCV document and on the socialization of HCV identification results and protection of flora and fauna to the public, as follows:

- October 4, 2014: to the Nehas Liah Bing traditional institutions followed 12 people. There are accountability report, attendance and documentation activities.
- 24 November 2014: to the Nehas Liah Bing traditional institutions followed by 9 people. There are accountability report, attendance and documentation activities.
- December 10, 2014: to the Nehas Liah Bing traditional institutions attended by 15 people. There are accountability report, attendance and documentation activities.
- Documentation of HCV dissemination activities conducted informally for example Feb 28th, 2014; January 16, 2014 and July 14, 2014.

To identify the presence of primary forest or HCV open area between the years 2005 - 2008, the company conducted an analysis of land use changes on the (Land Use Change Analysis) in PT. DIN in 2014 by cooperation with the Faculty of Forestry, Bogor Agricultural Institute.

Results of the analysis showed that the plantation area of PT. DIN opened in the year 2005 - 2008 is entirely derived from a forest area with convertible production forest status (Production Forest for Conversion) with the type of bush land use, open land, and bushes.

Indicator 7.3.3 minor :

The date of commencement of land clearing is well noted and recorded by each estate in land clearing development data and use of heavy equipment for land clearing. PT. DIN, the beginning of the planting was in January 2005 in Block F6 and F7.

Indicator 7.3.4 major :

The HCV management plan has been developed based on the identification. The outline of the HCV management, among others:

- Socialization regularly every once a year.
- Forest security patrols.
- Inventory dan monitoring fauna in HCV 1.3 every twice a year.
- Rehabilitating the degraded HCV and control of invasive species (resam)
- Installation / treatments HCV area boundary markers every twice a year.
- Monitoring water quality conditions of the river every twice a year.
- Apply the planting fertilizer and imposed a ban on spraying in riparian areas to reduce the river pollutants.

Indicator 7.3.5 minor :

Records of HCV implementing management plans are available as follows:

- Dissemination (see indicator 5.2.4 and 5.2.5)
- The results of the implementation of an inventory of flora and fauna such as observation of flora and fauna form.
- Results of water quality monitoring
- Installation of signs and warning signs, such as a ban on pesticide application, riparian boundary markers and conservation area.
- Enrichment / rehabilitation of the conservation area with local hardwood plants particularly meranti.
- Patrols in HCV areal

In accordance with the previously indicator 2.3.1 explanation, there are no HCV areas required to satisfy the basic needs of society. The whole area of PT. DIN comes from the former of forest concession PT. DSN has released by the Ministry of Forestry. Accordingly, the company does not undertake any compensation because there is no public cultivated land therein. Confirmed these findings also obtained during the public consultation dated January 12, 2016 which shows that there is no overlap between the land of the villagers with the concession areas including HCV areas.

Status: Comply

7.4

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

Indicator 7.4.1 minor & Indicator 7.4.2 major :

Based on a review of the documents of detailed soil survey report from the research department at PT. DIN (No. R & E.SVY.0002-12-13) in 2013 and field observations in the operational area is known that there are no peat soil types, but the predominant sandy class and it is known that the overall soil in the company is ground with a sub-group USDA that is *Typic Kanhapludults*, *Typic Kandiudults*, *Plinthic Kandiudut*, *Aquic Udifluvents* and *Typic Fragiorthods* which is the soil with sandy clay texture.

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.

Indicator 7.5.1 major :

Referring to the Social Impact Assessment (SIA) document and public consultation with National Land Agency East Kutai Regency and the surrounding rural communities, it is known that there is no traditional right became operational of PT. DSN and PT. DIN.

Areal of PT. DIN entirely from Forest Area (Ex forest concession) that have been released by the Ministry of Forestry through Release Decree No. HPK 130 / Menhut-II / 2005 dated May 23, 2005 for an area of 10,125 hectares for oil palm plantations on behalf of PT. Dharma Intisawit Nugraha.

Confirmation of this case is also obtained from:

- A public consultation with the local community (Benhes and Muara Wahau Village) which stating that there are no indigenous land taken by the company at the time of opening up to the audit ASA-02.
- A public consultation with National Land Agency of East Kutai Regency and rural communities around the estates to confirm that there is no dispute between PT. DIN with indigenous communities around the estates.

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.

Indicator 7.6.1 major :

Referring to the Social Impact Assessment (SIA) document and public consultation with National Land Agency of East Kutai Regency and the surrounding rural communities, it is known that there is no traditional right became operational PT. DSN and PT. DIN. Areal of PT. DIN entirely from Forest Area (Ex Forest Concession) that have been released by the Ministry of Forestry through Release Decree No. HPK 130 / Menhut-II / 2005 dated May 23, 2005 for an area of 10,125 hectares for oil palm plantations on behalf of PT. Dharma Intisawit Nugraha.

Confirmation of this case is also obtained from:

- A public consultation with the local community (Benhes and Muara Wahau Village) which stating that there are no indigenous land taken by the company at the time of opening up to the audit ASA-02.
- A public consultation with National Land Agency of East Kutai Regency and rural communities around the estates to confirm that there is no dispute between PT. DIN with indigenous communities around the estates.

Indicator 7.6.2 major & 7.6.3 major :

Nevertheless, the company already has a mechanism for identification, calculation and compensation for lose of legal right in communication and consultation SOP number 0215B / SWA-CSR-WHU / VI / 2012 (see previous criteria 6.4).

Although there is no traditional rights are compromised, the company can show a social commitment through the local community opportunities to get benefit from plantation development through:

1. Development of smallholder scheme
2. CSR program
3. The involvement of local communities as contractors and *suppliers*

Indicator 7.6.4 minor, 7.6.5 minor & 7.6.6 minor :

Interviews with the management of PT. DIN showed that up to the audit ASA-02 held no land conflicts that occur in areal PT. DIN (LK1, LK2, and LK3). Document hectare statement in 2015 which showed that the entire concession area (9,797 hectares) can be controlled and managed by a company effectively with details:

- Planting area: 8,749 hectares
- Building: 151 hectares
- Roads: 221 hectares
- Conservation: 646 hektar
- Other (areas around mill): 30 hectares

Confirmation of this case is also obtained from:

A public consultation with the local community (Benhes and Muara Wahau Village) stating that there are no land A public consultation with National Land Agency of East Kutai Regency and rural communities around the estates to confirm that there is no dispute between PT. DIN with indigenous communities.

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.	
Indicator 7.7.1 major : Same with S1. See also indicator Major 5.5.1.	
Indicator 7.7.2 minor : Same with S1. See also indicator Minor 5.5.2.	
	Status: Comply
7.8	
New plantation developments are designed to minimise net greenhouse gas emissions.	
Indicator 7.8.1 major and indicator 7.8.2 minor : Based on the study documents of area statement is known for the scope of POM 3 and PT. DIN there are no planting began on January 1, 2015.	
	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.	
Indicator 8.1.1 major : Reduction of pesticide use Based on a study document on the list of pesticide used the companies are no longer use chemicals were included into the category of Type 1A and 1B WHO and paraquat or listed in the Stockholm Convention or Rotterdam. The management unit performs biological control such as control of bagworms and nettle caterpillars by using beneficial plant, the use of owls (<i>Tyto alba</i>) on BOB to reduce the use of pesticides.	
Increased efforts in terms of environmental management: The Company is conducting a feasibility study of the construction of biogas plant from multiple vendors.	
	Status: Comply

3.2. Summary of Assessment Report of Supply Chain Requirement

Clause	(Module D) CPO Mills – Identity Preserved Requirements
D1	Definition
	<p>D.1.1 A mill is deemed to be Identity Preserved (IP) if the FFB used by the mill are sourced from its own supply base certified to the RSPO Principles and Criteria (RSPO P&C). Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own certified land base. If a mill processes certified and uncertified FFB without physically separating the material then only Module E is applicable.</p>
	<p>Based on the memorandum No. 0041 / MS / V / 2015 dated May 13, 2015 of the Management Representative to the Mill, Plantation, Department, Region Head SBU Agro I on FFB Supply for POM 2 and POM 3, informing that POM 2 and POM 3 apply chain system Identity Preserved supply so it is forbidden to receive FFB from non-certified sources.</p> <p>Based on the supply data for FFB in the past year (Jan - Dec 2015), the total FFB entry is 312,454,360 tons with FFB resources as follows:</p> <ol style="list-style-type: none"> 6. PT. Dharma Agrotama Nusantara <ul style="list-style-type: none"> - Long Kejiak 1(Certified) : 81,506 tons (26%) - Long Kejiak 2 (Certified) : 87,291,870 (28%) - Long Kejiak 3 (Certified) : 55,780,100 (18%) 7. PT. DWT <ul style="list-style-type: none"> - Melenyu 1(Certified) : 7,265,090 tons (2%) - Melenyu 2 (Certified) : 85,440 tons (0.1%) 8. PT. SWA <ul style="list-style-type: none"> - Jabdan 1(Certified) : 23,068,940 tons (7%) - Jabdan 2 (Certified) : 5,767,690 tons (2%) - LJ 1 (certified): 3,474,380 (1%) - LJ 2 ((certified): 5,155,870 (2%) 9. PT. DIN <ul style="list-style-type: none"> - PU 3 (Certified) : 35,810,740 tons (11%) 10. Affiliate sources <ul style="list-style-type: none"> - Partnership KM 3.1. : 3,962,690 tons (1 %) (stop until May, 2015) - Partnership KM 3.2. : 2,741,430 tons (1 %) (stop until May, 2015) - Partnership KM 6.1. : 543,780 tons (0.05 %) (stop until May, 2015) <p>Fruit supplies from partnership transferred to POM 1 PT. DSN starts on May 2015</p> <p>The monthly supply data shows that FFB supplies from sources that are not certified have been stopped in May 2015. For the period after the month of June 2015, all incoming FFB is a certified FFB.</p>
	Status: Comply
D.2	Explanation
	<p>D.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>Estimated tonnage that can be produced by the certified mill has been noted by the Certification Body in the audit report ASA-01 and posted on the RSPO certificate issued in the period ASA-01 by the Certification Body. For the period of ASA-01, the estimated production of CPO that can be produced since the issuance of the certificate per dated March 25, 2015 until March 24, 2016 is as follows:</p>

- CPO production estimate is 114,295 tons
- PKO production Estimate is 13,715 tons.

Actual production in one year have been recorded in the mill monthly production reports and contained in the audit report by Certification Body. For the period ASA-01, the actual production of CPO up to the audit ASA-02 is:

- CPO production is 75,594.80 tons
- PKO production is 10,026.94 tons

Status: Comply

D.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).

POM 3 facility has been registered in the IT platform RSPO (e-trace) and updated in accordance with the certification period. For the ASA-01 certification period, POM 3 registered with the code:

- Company name: PT. Dharma Satya Nusantara (POM 3)
- Member ID: RSPO-PO1000000950
- Username: rkristanti156
- Password: dsnpks03

According to e-trace data of PT. DSN PKS3, there was no trading of either CPO or PK within existing certification period (2015-2016).

Status: Comply

D.3

Documented procedures

D.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.**

There are procedures in Work Instruction of Trackbacks CPO and PK model IP and SG number: IK-AGR-MS-08-R01 dated July 1, 2015 which was passed by OAMS & Agronomy Group Head. The procedure includes a description:

1. General explanations and definitions in the supply chain certification system
2. FFB acceptance procedures in POM as well as job descriptions for related staff i.e. security officer and weigh operator.
3. Production process at POM and job descriptions for related staff that production admin and assistant production
4. CPO Storage and PK as well as job descriptions for the related staff, namely laboratories analyst, production Admin, Assistant production, transport administrator, assistant production support, and Dispatch Assistant
5. CPO and PK shipments as well as job descriptions for the related staff namely the Assistant Despatch, weigh operator, Security.

To ensure the staff knowledge that relevant in the application of the chain supply requirements, management has made the following SCCS training:

- December 9, 2014: performed at POM 4, followed by 22 POM staff including dispatch officers, IT and POM staff.
- July 22, 2013: performed in the Samarinda office followed by 6 people consisting of management system, IT, and commercial.

Status: Comply

D.3.2

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

There are procedures of receipt and processing certified and non-certified FFB in Work Instruction of Trackbacks CPO and PK model IP and SG number: IK-AGR-MS-08-R01 dated July 1, 2015 which was passed by OAMS & Agronomy Group Head. The procedure includes a description:

1. Certified FFB acceptance procedures in the POM and job descriptions for related staff is as follows:
 - Security checked the origin of the fruit, whether from certified FFB sources or not. If the source is derived from non-certified then the security report to the head of the local unit.
 - Weigh operator doing the weighing scales and give stamp "certified" to FFB from RSPO certified sources. As a guide, management issued a list of certified and non-certified estate.
2. FFB certified processing procedures and job descriptions for related staff that is:
 - The production process refers to a mill SOP that is SOP-TO-027-Rxx
 - Production admin inputs FFB from certified estate
 - Closed book (cut off date) is set at 8:00 to 8:00 the next day
 - Assistant productions should be able to maintain the purity of the CSPO-IP and PK-IP

All input is done through a program that has been set

Status: Comply

D.4 Purchasing and goods in

D.4.1

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

Examination of documentation and field visits in POM 3 shows that the facility has been verified and documented certified and non certified received FFB, as shown in the example record below:

- Fruits delivery notes from estate that contains information: Company Name, Estate, Afdeling, Accept date, Total FFB, Driver Name, Field Number (Block), RSPO Certified Seals - Identity Preserved, harvester signature, weigh clerk's signature.
For example, has checked the delivery note for the date January 8, 2016 from PT. DIN Estate Long Kejiak III, Afdeling 9 blocks G 43 and G-44, the amounts of FFB are 806 bunches, on behalf of the driver Hery, weight 7,400 kg, Harvest clerk and Weigh clerk signature
- Receiving note (weighing) which contains information of weigh results as follows: note number, date, estate, afdeling, field, amounts of bunch, types of item, entry time, time out, entry weight, weight out, net weight, driver, weigh operator signature, PGS signature, and mill head signature.
For example, has checked the delivery note number 0437023 for January 8, 2016 from PT. DIN Estate Long Kejiak III, Afdeling 9 blocks G 43 and G-44, the amounts of FFB are 806 bunches, on behalf of the driver Hery, weight 7,400 kg, and "RSPO certified stamp – Identity Preserved".
- Weighing monitoring per hours in weighbridge which contains information about incoming FFB and CPO / PK sent each hour.
- List of certified supplier for POM 3 that issued by central office (OAMS & Agronomy Group Head). For Januari 2016, there are 7 certified suppliers which are registered: LK1, LK2, LK3, Puhus 1, Puhus 2, Puhus 3, and Puhus 4.
- Recapitulation reports of day fruits acceptance in the form No. FM-PRO-02-R11 that contained the supplier companies information, supplier estate, afdeling, trip, bunch, dan tonnage.
For example: for dated Januari 8, 2015 there were FFB came from the certified sources as follows: Long Kejiak 1 in the amount of 144.93 tons, Long Kejiak 2 in the amount of 172.36 tons, Long Kejiak 3 in the amount of 131.54 tons, Puhus 3 in the amount of 144.93 tons, 122.38 tons.

Weighing system documentation used was "M-easy weight".

Recapitulation of certified / non-certified FFB received at POM 3 PT. DSN for period of 2015 as of :

Period	FFB processed		Volume
	Non Certified	certified	
Jan – Mar 2015	3,727,346	66,975,213	70,702,559
Apr – June 2015	4,431,711	75,292,515	79,724,226
Jul – Sept 2015	-	78,052,490	78,052,490

Okt – Des 2015	-	81,694,500	81,694,500
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Status: Comply

D.4.2

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

Estimated tonnage that can be produced by the plant certified by RSPO certificates issued in the period ASA-01 per dated March 25, 2015 until March 24, 2016 is as follows:

- Production estimates of CPO are 114,295 tons
- Production estimates of PKO are 13,715 tons.

Actual production of CPO and PK in period ASA-01 up to the audit of ASA-02 is:

- CPO production in the amount of 75,594.80 tons
- PKO production in the amount 10,026.94 tons

Thus there is no excess production of CPO and PK. If there is an excess production, the facility will inform the CB in accordance with SOP / IK : IK-AGR-MS-08-R01 on July 1, 2015.

Status: Comply

D.5

Record keeping

D.5.1

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

Facility to monitor and ensure the balance of CPO stock with RSPO-certified in the POM 3 with a three-monthly basis which is based on daily and monthly recording of incoming FFB and CPO and PK which are sent. Monitoring Recapitulation for 2015 are as follows:

Period	Processed FFB		CPO		CPO Despatch	
	Non Certified	certified	Non Certified	certified	Certified	Non Certified
Jan – Mar 2015	3,727,346	66,975,213	833,357	14,657,529	14,588,999	796,361
Apr – June 2015	4,431,711	75,292,515	1,071,887	18,383,705	18,423,880	946,140
Jul – Sept 2015	-	78,052,490	-	19,530,671	19,049,440	183,750
Oct – Dec 2015	-	81,694,500	-	21,117,639	21,401,050	-

Status: Comply

D.6

Processing

D.6.1

The site shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept segregated from non-certified material including during transport and storage

The company enact the verification of the saved note and

- Tank truck inspection by security.
- Weigh Operator / filler officer identifying the conformity between documents with CPO source while CPO is loading to the tank to avoid loading mistake. Weighing note document stamped with “RSPO Certified – IP” and the data of CPO despatch source.
- Weighing operator publish a note of weighing transaction (delivery notes) with “RSPO Certified – Identity Preserved” stamp which contained about information: note number, date, source, destination, goods type, enter time, out time, net weight, weighing operator sign, PGS dan Mill head.

In the shipping documents (shipping evidence) written: name and CPO source address, name and shipping destination address, loading and shipping, date of document issued, RSPO certification stamp, product quality (FFA, moist, dan dirt), SPBE number, plate number, departure time, arriving time, and signature from sender and receiver

	Status: Comply
D.6.2	
The objective is for 100 % segregated material to be reached	
There is a policy to restrict FFB supply only from certified sources and the verification implementation of incoming FFB and CPO / PK submitted as described in the previous indicator shows 100% target of separate material can be achieved in POM 3.	
	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	Not Applicable- the company do not use RSPO symbol.	
	Status: NA	
2.	Implementation of certificate and logo used by Client comply with size and type (shape) against Guideline of Logo Use	X or√
ASA-2	Not Applicable- the company do not use RSPO symbol.	
	Status: NA	
3.	Implementation of Certificate and Logo is not used on product	X or√
ASA-2	Not Applicable- the company do not use RSPO symbol.	
	Status: NA	
4.	Controlling of Certificate and Logo, including withdrawing inappropriate logo.	X or√
ASA-2	Not Applicable- the company do not use RSPO symbol.	
	Status: NA	

3.4. Summary of RSPO Partial Certification.

PT Dharma Satya Nusantara group and has RSPO membership number 1-0135-12-000-00 since 2013.		
2.1	There is compliance with all applicable local, national and ratified international laws and regulations.	X or√
	There is no land right dispute under the DSN subsidiary	
	Status: Full compliance	
2.2	The right to use the land can be demonstrated, and is not legitimately contested by local communities with demonstrable rights.	X or√
	There is no land right dispute under the DSN subsidiary	
	Status: Full compliance	
6.3	There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all parties.	X or√
	There is no labour dispute identified within DSN group.	
	Status: Full compliance	
6.4	Any negotiations concerning compensation for loss of legal or customary rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.	X or√
	Land dispute between PT Dharma AgrotamaNusantara (another plantation under PT DSN) with a villager from Puhus village was identified. However, the dispute has been closed since management PT DSN group make agreement with villager in Puhus village. In addition, land conflict in PT Dhama Intisawit Lestari and PT PT Karya Prima Agro Sejahtera were existing, however the company can provide land conflict resolution progress.	
	Status: Full compliance	
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√
	There is no evidence that company replaces primary forest at all plantation area. According to Indonesia I regulation, plantation areas cannot be established in primary forests, but conversion of forest area or non forest area as well as non productive area, land bank and other categories of land are permitted as decided by the government Ministry of Forestry Decree letter no. 70/KPTSII/2001. All plantation areas in PT Dharma intisawit Nugraha were established in between year 2005 to 2007. According to the HCV assessment results there were HCV areas cleared i.e Riparian river along to Telen in Long Kejiak 2 estate. The company has identified the area and will follow RSPO regulation regarding compensation rule. There is new development area in PT DewataSawit Indonesia, NPP assessment was done on August 2012 and the report available and can be verified at the main audit time for PT DSN Palm Oil Mill 3.	
	Status: Full compliance	
7.5	No new plantings are established on local peoples' land without their free, prior and informed consent, dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.	X or√
	Land dispute between PT Dharma Agrotama Nusantara (another plantation under PT DSN) with villager from Puhus village was identified. However, the dispute has been closed since anagement PT DSN group make agreement with villager in Puhus village. In addition, land conflict in PT Dhama Intisawit Lestari and PT PT Karya Prima Agro Sejahtera were existing, however the company can provide land conflict resolution progress.	
	Status: Full compliance	
7.6	Local people are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.	X or√
	Land dispute between PT Dharma Agrotama Nusantara (another plantation under PT DSN) with a	

	villager from Puhus village was identified. However, the dispute has been closed since management PT DSN group make agreement with villager in Puhus village. In addition, land conflict in PT Dhama Intisawit Lestari and PT PT Karya Prima Agro Sejahtera were existing, however the company can provide land conflict resolution progress.	
	Status: Full compliance	

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

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

CAR No	Ref Std	Finding	Area	Grade	Time Limits	Corrective Action	Observation	Status	Closing Date
2016.01	2.1.4	<p>Evaluation system of tracking changes of regulation</p> <p>The company has had a SOP for tracking updates the evaluation of compliance legislation in the SOP-AGR-024-R01.</p> <p>However, tracking and evaluation system has not been implemented properly so it is found a delay in updating for a long time (more than 1 year), for examples:</p> <ul style="list-style-type: none"> - Statue No. 37 year 2014 - Company Regulations No. 66 year 2014 <p>Regulation of Environmental Ministry No. 5 year 2014 on the effluent standard quality</p>	POM 3 and Plantation PT. DIN	Minor	ASA - 03	Companies must demonstrate the evaluation and action plan to improve the implementation of reform legislation relevant to the oil palm plantations	<ul style="list-style-type: none"> • Root cause: • Corrective action • Preventive action: • Auditor conclusion: 	Open	
2016.02	5.6.3	<p>Monitoring dan Reporting of GHG Emission</p> <p>The company could not show evidence of GRK emissions calculation (GHG) has been submitted to the RSPO secretariat.</p>	POM 3 And Plantation PT. DIN	Minor	ASA - 03	Companies must show the evidence of GRK emissions calculation (GHG) has been submitted to the RSPO secretariat.	<ul style="list-style-type: none"> • Root cause: • Corrective action • Preventive action: Auditor conclusion 	Open	

3.5.2 Opportunity for Improvement

No	Ref Std	Descriptions
1	Major 1.1.1	Companies are encouraged improve the timeliness of the reports that are routinely to the related agencies.
2	Minor 5.1.3	Companies need to consider the standardization of formats and improving the quality of analysis in the second annual document review of management planning and environmental monitoring.
3	Minor 5.2.3	Companies need to consider the standardization of formats and improving the quality of analysis in monitoring dan evaluating the annual management of HCV.
4	Minor 5.3.3	Companies need to consider the quality improvement of Hazardous Waste socialization management to employees and contractors.
5	Minor 4.7.5	Companies are encouraged to improve the preparedness quality of fire emergency tools in the plantation and mill.

3.5.3 Noteworthy Positive Components

No	Ref Std	Descriptions
1	-	Company has built smallholdings with sufficient area to increase the social welfare
2	-	Competence of the staff which are involved in the implementation of RSPO audit
3	-	Commitment to community empowerment by involving the local business entities and CSR activities
4	-	Commitment to the nature conservation through the protection of flora-fauna and the management of HCV areas

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

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
<p>takeholders Sample Villages Around Company Tuesday, January 12, 2015</p> <ol style="list-style-type: none"> 1. Muara Wahau Village <ul style="list-style-type: none"> - Supiansyah Gazali, SP (Village Head) - Rachmad H. (BPD Head) - Jumilah (Public Figure) - H. Abdul Wahab (Cooperative Head) 2. Benhes Village <ul style="list-style-type: none"> - Petrus Giah Wun (Village Secretary) 		
<p>Publik Consultation Results:</p> <ol style="list-style-type: none"> 1. Conflict dan Dispute <ul style="list-style-type: none"> • No cases of significant conflicts and disputes that are happening • Dissatisfaction with the company performance still exist but the percentage remains small and personal so it's not sticking into conflict. 	<p>The company will always strive to maintain good relations with the community around the plantation are based on the principle of the company-community partnerships. Therefore the dialogue approach (2-way communication) preferably in line with the implementation of sustainable CSR program through community empowerment.</p>	<p>Company is expected to maintain the performance that has been quite good. Participatory social impact monitoring needs to be done to anticipate any unexpected social turmoil</p>
<ol style="list-style-type: none"> 2. Environment Pollution <ul style="list-style-type: none"> • No cases of environmental contamination that occurred during the first period of the last year. 	<p>Companies will always strive to keep the environmental sustainability in accordance with prevailing regulations.</p>	<p>Company is expected to maintain the performance that has been quite good. Management and monitoring of environmental effects must continue to be implemented consistently.</p>
<ol style="list-style-type: none"> 3. Contribution concerning to the Local development <ul style="list-style-type: none"> • Village administrators are invited to the discussions and consultations in the division of work for contractors. The villages which are close together (ring 1) is a priority. The type of work that involves the community: transport of fruit and EFB, building, operational vehicle rent, material procurement, etc.. 	<p>The company will always strive to positively contribute to the development of villages around the plantation site.</p>	<p>Company is expected to maintain the performance that has been quite good. Companies are encouraged to apply innovation and continuous improvement in CSR implementation, by considering the dynamics and needs of the community that is constantly changing.</p>

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
<ul style="list-style-type: none"> • Contributions through CSR goes well as mentoring programs for village financial institutions, religious activities. Every village has built village financial institutions, in cooperation with the Credit Union, in which the company contributes to the facilitation and the strengthening of the management staff of financial institutions. • Basically, the company has provided opportunities for local entrepreneurs and local labor, sometimes lack of the villages resources that limits. • The company's contribution to an excellent public education through scholarships and transportation for the students. • Health contributions are quite good like free ambulances and 24 hours if necessary. 		
<p>4. Communications and Consultations</p> <ul style="list-style-type: none"> • Communication is going well and quite open • Responses to the people petitions and aspirations are quite well 		<p>Company is expected to maintain the performance has been quite good. Good communication should be maintained in accordance with the applicable SOP</p>
<p>Local contractors around the companies Thursday, January 14, 2015</p> <ol style="list-style-type: none"> 1. Mr. Yohannes Lien (Contractor sample respondent from Diak Lay Village) 2. Mr. Thamrin (Contractor sample from Muara Wahau Village) 		
<p>Public Consultation Results:</p> <ol style="list-style-type: none"> 1. Employment Contract and Payment <ul style="list-style-type: none"> • Contractors are working based on mutually agreed SPK, including the contract price 	<p>The company will always strive to foster and develop local contractors to be more advanced and more professional.</p>	<p>Company is expected to maintain the performance has been quite good.</p>

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
<ul style="list-style-type: none"> Company opens the opportunity for local contractors to working together. Providing an employment to local contractors do equally to all villages with sharing arrangements aided by the village government. For example, in Diak Lay there were 10 contractors. Contract payments are implemented on time 		
<p>2. Labor</p> <ul style="list-style-type: none"> The Contractor is fully responsible for the employment payroll, insurance, procurement of working tools and PPE. Many contractors have a trouble to provide standards PPE for its employees. Companies sometimes rebuke if PPE was incomplete and often kindly help to contribute PPE for labor contractors, if the contractors found difficulty to provide. The company also helps to provide barrack for labor along with other internal work force, including providing electricity and water for free. Labor contractors are allowed to take the advantages of health facilities owned by the company such as clinics for free. There is a labor contractor who is not registered to Social Insurance Agency because of uncertain work period, but some of them are already registered with the help of companies cut their Social Insurance Agency dues 	<ul style="list-style-type: none"> Social Insurance Agency for Labour Contractor has been aided by the Company for payment to the Social Insurance Agency office coordinated by each Estate there is PGS Assistant for each month. For health Social Insurance Agency still constrained by a requirement for registration must have the E-ID card (Eclectic KTP) while the majority of the contractor's employees have not E-ID card, so that the majority of employees Contractors not registered in Social Insurance Agency. Company (PT DIN and PT DAN Labour of Outside Working Relationship Container - LHK Labour) has owned a Cooperation Relationship IKS) with Social Insurance Agency for Labour Branch Samarinda on Implementation of Participation Social Insurance Agency for Labour Outside Working Relationship (TK LHK). Social Insurance Agency dues paid by the company each month @ Rp 28,800.00 per employee. 	<p>Company is expected to maintain the performance has been quite good including the fulfillment of the employees right (including those who works under the contractors).</p> <p>Company is encouraged to provide guidance to the contractors in order to be independent and be able to comply with all applicable provisions in employment.</p>







Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
<p>Plantation Agency, East kutai Regency Tuesday, January 12, 2015</p> <p>Public Consultation Results:</p> <ul style="list-style-type: none"> • Until now there are no issues related to the complaints or reports from the parties related to the PT DSN Plantation and Mill management • There are no issues of social conflicts and land conflicts in the area of PT DSN • PT DSN has conducted a training field fire along with the Plantation Agency. • PT DSN has been reported regularly about the Plantation Business Development Report (LPUP). • PT DSN has completed the requirements and permits issued by the Plantation Agency. • Companies CSR should be improved so that the people can get more benefit from the program. <p>PT DSN are expected to be on time in reporting the Activity Progress of Big Private Plantation (quarterly report)</p>	<p>Company will conduct a more intensive coordination between the relevant departments in terms of basic data acquisition for making the report, which can be delivered on time.</p>	<p>Companies are encouraged to apply continuous improvements in terms of regulatory compliance and reporting the plantation performance.</p> <p>Aspects of regulatory compliance will be the object of examination in the next stage audit.</p>
<p>Labor Agency, East Kutai Regency Tuesday, January 12, 2015</p> <p>Public Consultation Results:</p> <ul style="list-style-type: none"> • The relationship between PT DSN with the Labor Agency has gone well and should be improved so that the coordination between the company and related agencies easier to do. 	<p>PPE fulfillment data and Social Insurance Agency membership of contractor employees have already monitored at the each Dept. / Estate / Mill which are monitored per period by the PGS Assistant and Occupational Health and Environmental Safety</p>	<p>Companies are encouraged to apply the improved coordination with the relevant agencies to ensure the obedience with all regulations in terms of employment.</p> <p>Aspects of adherence to the regulations will be the object of examination in the next stage audit.</p>

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
<ul style="list-style-type: none"> • PT DSN has been giving wages to the employees in accordance with the standards of the District Minimum Wages (UMK), that is 2,276,312 / month. No complaints or reports to the local Labor Agency related to the violations of workers' rights. • PT DSN has registered the union and its structures to the Labor and Transmigration Agency of East Kutai regency. • PT DSN has been registered and endorsed the Guiding Committee of Occupational Safety & Health structure to the Labor and Transmigration Agency. • PT DSN routinely do a reporting of Guiding Committee of Occupational Safety & Health from each unit. • PT DSN has completed the requirements and permits issued by the Labor Agency as the labor compulsory reporting. • Labor Agency conducting a periodic inspection of the equipment in accordance with the applicable regulations. • Labor Agency certifying the equipment in accordance with the applicable regulations. <p>PT DSN is expected to have PPE fulfillment data and Social Insurance Agency membership which are working under the contractors in order to be easily monitored by Labor Agency.</p>	<p>Assistant. The fulfillment had been reported to the Labor Agency in the form of "Quarterly Report of Guiding Committee of Occupational Safety & Health".</p>	
<p>Environment Bodies, East Kutai Regency Tuesday, January 12, 2015</p> <p>Public Consultation Results:</p> <ul style="list-style-type: none"> • Communication between PT DSN with the Environment Bodies has gone well 	<p>The Company will always strive to communicate and coordinate with Environment Bodies through</p>	<p>Company is expected to maintain the performance that has been quite well including in environmental management.</p>

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
<ul style="list-style-type: none"> PT DSN has been regularly reported the Environmental Management Plan and Environmental Monitoring Plan implementation reports There are no issues or reports related to the fires in the area of PT DSN PT DSN has done mandatory regular reporting of Hazardous Material and effluent management. <p>CSR program conducted by PT DSN should be improved so its include other social aspects.</p>	<p>reporting regulations.</p>	<p>But the company still encouraged to apply the improved coordination with relevant agencies to ensure the obedience with all regulations in terms of environmental management.</p>
<p>National Land Agency, East Kutai Regency Tuesday, January 12, 2015</p> <p>Public Consultation Results:</p> <ul style="list-style-type: none"> Until now there are no issues or reports related to land conflicts and social conflicts in the area of PT DSN There are no regular reports to be submitted to the National Land Agency District because National Land Agency party just running the administrative functions of recording, unless there is a case of overlapping about land ownership certificates and claims from people around PT DSN. PT DSN has completed the requirements and permits issued by National land Agency and there are no planting outside Land Use Title also overlapping with the mining area. <p>PT DSN is expected to consistently maintain and cares for boundary markers according to standards issued by National Land Agency.</p>	<p>Company will coordinate intensively to related department.</p>	<p>Company is expected to maintain performance that has been quite good, including the legality of land.</p>

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
<p>Forestry Agency, East Kutai Regency Tuesday, January 12, 2015</p> <p>Public Consultation Results:</p> <ul style="list-style-type: none"> • The relationship between PT DSN with the Forestry Service has gone well and should be improved in order to make the coordination between the company and related agencies will be easier to do. • Until now there is no reporting of forest and land fires related to PT DSN. • PT DSN has completed the requirements and permits issued by the Forestry Service and there is no overlapping with mining area. <p>PT DSN is advised to do training together with the Forestry Service of East Kutai Regency related emergency response team of forest and land fires.</p>	<p>The company will maintain good communications with relevant departments and agencies, including the Forestry Service, BKSDA, etc.</p>	<p>Company is expected to maintain the performance that has been quiet well including in environmental management.</p> <p>But the company still encouraged to apply the improved coordination with relevant agencies to ensure the obedience with all regulations in forest fires prevention and biodiversity.</p>
<p>Forestry Agency, East Kutai Regency Tuesday, January 12, 2015</p> <p>Public Consultation Results:</p> <ul style="list-style-type: none"> • The relationship between PT DSN with the Forestry Service has gone well and should be improved in order to make the coordination between the company and related agencies will be easier to do. 	<p>The company will maintain good communications with relevant departments and agencies, including the Forestry Service, BKSDA, etc.</p>	<p>Company is expected to maintain the performance that has been quiet well including in environmental management.</p> <p>But the company still encouraged to apply the improved coordination with relevant agencies to ensure the obedience with all regulations</p>

Public Issues (Institution/ NGO/Community)	Management Responses	Auditor Responses
<ul style="list-style-type: none"> Until now there is no reporting of forest and land fires related to PT DSN. PT DSN has completed the requirements and permits issued by the Forestry Service and there is no overlapping with mining area. <p>PT DSN is advised to do training together with the Forestry Service of East Kutai Regency related emergency response team of forest and land fires.</p>		in forest fires prevention and biodiversity.
<p>Female Committee (KK) PT DAN, PT DIN and PT DSN. (Female Committee head PT DAN, PT DIN and PT DSN) Wednesday, January 13 2015</p> <p>Public Consultation Results: Female Committee Organization formed by the company as the implementation of a policy that prohibits sexual harassment and protection of reproductive rights. Each of the activities programmed by Female Committee has been facilitated by the company; the compiled program is fully supported by the company. So far there are no complaints related to the prohibition of sexual harassment and protection of reproductive rights</p>	Formation of Female Committee is one form of the company protection against sexual harassment and protection of reproductive rights.	<p>The company is expected to maintain performance that has been quite well, including the aspect of employment.</p> <p>Companies are encouraged to provide the union guidance in order to function properly.</p>

4.0	CERTIFIED ORGANISATION'S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY		
4.1	Formal Sign-off of Assessment Findings		
	<p>Hereunder sign by management representative from inspected company and audit team to acknowledge a field assessment and agree for all content explained in this assessment report, included of nonconformities issues.</p> <p style="text-align: center;">Signed on behalf of:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; text-align: center; vertical-align: top;"> <p>Company Name Management Representative (Position)</p>  <p><u>Agustinus Triwibowo</u> Friday, 19/02/2016</p> </td> <td style="width: 50%; text-align: center; vertical-align: top;"> <p>Mutuagung Lestari Lead Auditor</p>  <p><u>Bukti Bagja</u> Friday, 19/02/2016</p> </td> </tr> </table>	<p>Company Name Management Representative (Position)</p>  <p><u>Agustinus Triwibowo</u> Friday, 19/02/2016</p>	<p>Mutuagung Lestari Lead Auditor</p>  <p><u>Bukti Bagja</u> Friday, 19/02/2016</p>
<p>Company Name Management Representative (Position)</p>  <p><u>Agustinus Triwibowo</u> Friday, 19/02/2016</p>	<p>Mutuagung Lestari Lead Auditor</p>  <p><u>Bukti Bagja</u> Friday, 19/02/2016</p>		

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

No	Institution/NGO/Community	Address	Phone/Email	Form of Communication	Date of Contact	Response	
						Yes	No
1	Plantation Agency, District of Kutai Timur	Pusat Pemerintahan Bukit Pelangi Sangata, District of Kutai Timur, Province of Kalimantan Timur	(0549) 21353 Syahriansyah.hut@gmail.com	Interview	12 January 2016	√	
2	National Land Agency, District of Kutai Timur	Pusat Pemerintahan Bukit Pelangi Sangata, District of Kutai Timur, Province of Kalimantan Timur	-	Interview and phone call with staf of Regional Office of Kalimantan Timur	12 January 2016	√	
3	Labor Agency, District of Kutai Timur	Pusat Pemerintahan Bukit Pelangi Sangata, District of Kutai Timur, Province of Kalimantan Timur	-	Interview	12 January 2016	√	
4	Forestry Agency, District of Kutai Timur	Pusat Pemerintahan Bukit Pelangi Sangata, District of Kutai Timur, Province of Kalimantan Timur	-	Interview	12 January 2016	√	
5	Environment Bodies, District of Kutai Timur	Pusat Pemerintahan Bukit Pelangi Sangata, District of Kutai Timur, Province of Kalimantan Timur	-	Interview	12 January 2016	√	
6	Stakeholder of Muara Wahau village	Village of Muara Wahau, Sub District of Muara Wahau, District of Kutai Timur, Kaltim	-	Interview	12 January 2016	√	
7	Stakeholder of Benhes village	Village of Benhes, Sub District of Muara Wahau, District of Kutai Timur, Kaltim	-	Interview	12 January 2016	√	
8	Local contractor	Sub District of Muara Wahau, District of Kutai Timur, Kaltim	-	Interview	12 January 2016	√	
9	Serikat Pekerja Mandiri PT DSN dan PT DIN	Sub District of Muara Wahau, District of Kutai Timur, Kaltim	-	Interview	12 January 2016	√	
10	Gender Committee PT DSN & PT DIN	Sub District of Muara Wahau, District of Kutai Timur, Kaltim	-	Interview	12 January 2016	√	

Appendix 2. Assessment Program

DATE		12 – 14, 19 January 2016					
PROGRAM		PROCESSES / CLAUSES TO BE AUDITED	AUDITOR				
PLANNED TIME	ACTUAL DURATION		BB	SP	RR	RP	
Monday, 11 January 2016							
06.00 - 14.00	06.00 - 14.00	JAKARTA → BALIKPAPAN → BERAU	√	√	√	√	
14.00 - 20.00	14.00 - 20.00	BERAU → PT DHARMA SATYA NUSANTARA	√	√	√		
09.00 - 18.00	09.00 - 18.00	BALIKPAPAN → SANGATA				√	
Tuesday, 12 January 2016							
08.00 - 08.30	08.00 - 08.30	OPENING MEETING					
08.30 - 12.00	08.30 - 12.00	<ul style="list-style-type: none"> • Consultation with local stakeholder • Consultation with Government Agency of Kutai Timur Regency • Document review 	√	√	√	√	
12.00 - 14.00	12.00 - 14.00	BREAK					
14.00 - 17.00	14.00 - 17.00	<ul style="list-style-type: none"> • Field Observation POM 3 (Mill) WWTP (IPAL), Operational, K3 (OHS), Supply Chain • Review of Previous Visit Non-conformance) • Internal stakeholders Review (gender committee, labour union) 	√	√	√	√	
Wednesday, 13 January 2016							
08.00 - 08.30	08.00 - 08.30	Field Observation Long Kejiak 1 Estate <ul style="list-style-type: none"> • Manuring, Spraying, Harvesting, best agricultural practices. • Worker Welfare (payments, complaint mechanism) • Hazardous Waste Material (B3) management • Legal operational and Conservation Area • Worker facilities (housing, health clinic, clean water, etc) • Land Fire facilities, Storage, ect.. 	√	√	√	√	
12.00 - 14.00	12.00 - 14.00	BREAK					
14.00 - 17.00	14.00 - 17.00	Field observation clarification Review of Previous Visit Non-conformance	√	√	√	√	
Thursday, 14 January 2016							
08.00 - 08.30	08.00 - 08.30	Field Observation , Long Kejiak 3 Estate <ul style="list-style-type: none"> • Manuring, Spraying, Harvesting, best agricultural practices. • Worker Welfare (payments, complaint mechanism) • Hazardous Waste Material (B3) management • Legal operational and Conservation Area • Worker facilities (housing, health clinic, clean water, etc) • Land Fire facilities, Storage, ect.. 	√	√	√	√	
12.00 - 14.00	12.00 - 14.00	BREAK					
14.00 - 16.00	14.00 - 16.00	Field observation clarification	√	√	√	√	
6.30 - 18.00	6.30 - 18.00	Review of Previous Visit Non-conformance				√	
Tuesday, 19 January 2016							

08.00 - 08.30	08.00 - 08.30	<ul style="list-style-type: none"> Field observation clarification Document review 	√	√	√	√
12.00 - 14.00	12.00 - 14.00	BREAK				
14.00 - 17.00	14.00 - 17.00	<ul style="list-style-type: none"> Diskusi Internal Persiapan Closing Meeting Closing Meeting 	√	√	√	√
Wednesday, 20 January 2016						
05.00 -	05.00 -	PT DHARMA SATYA NUSANTARA → BERAU → JAKARTA	√	√	√	√