

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

☐ Stage-1    ☐ Stage-2    ☒ Surveillance    ☐ Re-Certification

**Name of Management Organisation** : Blang Simpo Palm Oil Mill – PT Perkasa Subur Sakti, subsidiary of Sime Darby Plantations Sdn. Bhd.

**Plantation Name** : PT Padang Palma Permai: Blang Simpo-01 Estate, Blang Simpo-02 Estate, Tamiang Estate.  
PT Perkebunan Sri Kuala: Batang Ara Estate.

**Location** : Village of Tualang Pateng, Sub District of Peureulak Timur, District of Aceh Timur, Province of Aceh, Indonesia

**Certificate Code** : **MUTU-RSPO/026**

Date of Certificate Issue : 3<sup>rd</sup> May 2013      Date of License Issue : 3<sup>rd</sup> May 2017

Date of Certificate Expiry : 2<sup>nd</sup> May 2018      Date of License Expiry : 2<sup>nd</sup> May 2018

Assessment	Assessment Date	PT. Mutuagung Lestari Auditor	Reviewed by	Approved by
ASA-4	6 – 10 <sup>th</sup> March 2017	Oktovianus Rusmin (Lead Auditor), Muhamad Rinaldi, Sofyan Hadi Lubis, Dwi Haryati	Octo H.P.N Nainggolan	Tony Arifiarachman

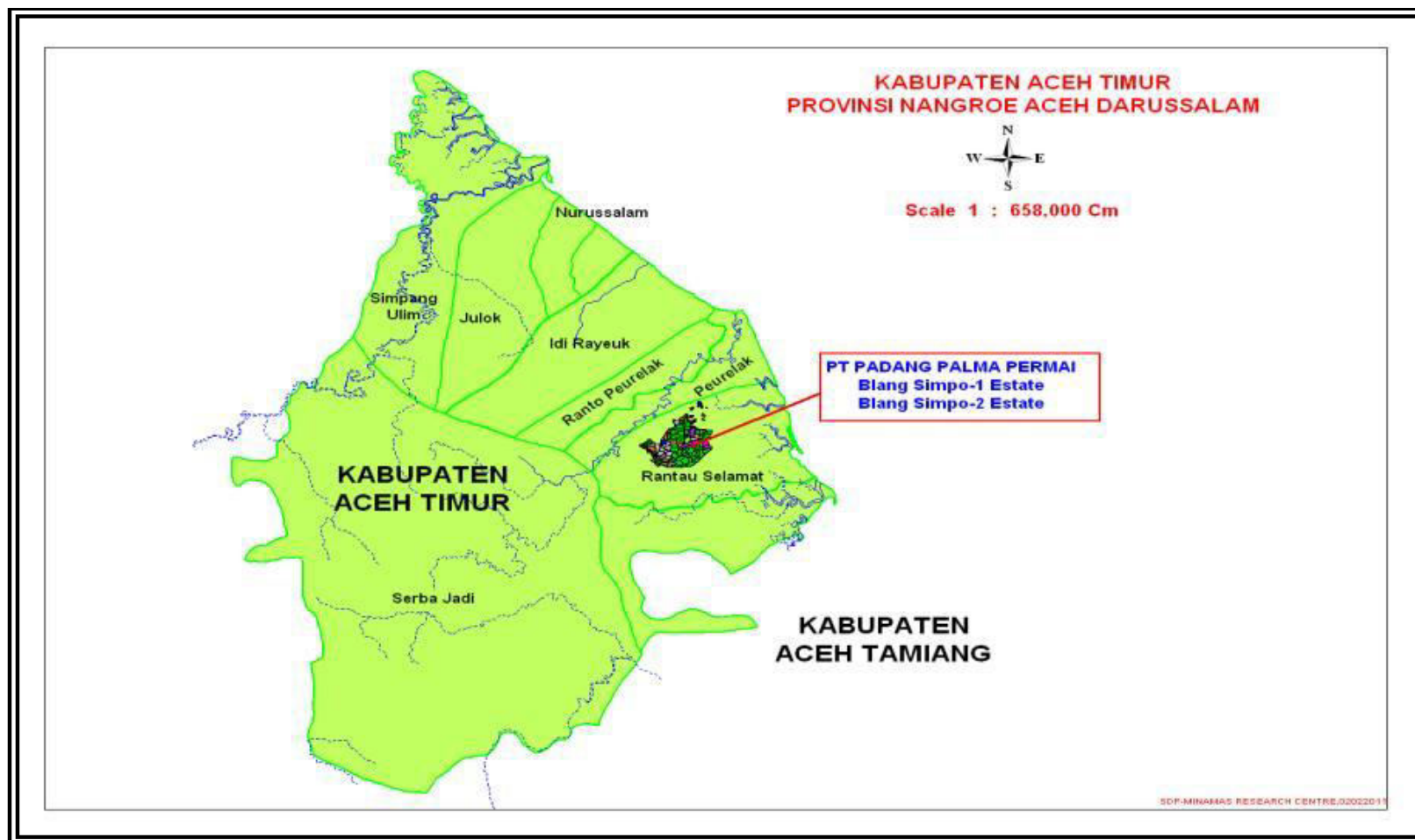
Assessment	Approved by MUTUAGUNG LESTARI on:
ASA-4	16 May 2017

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### FIGURE

Figure 1. Location Map of Blang Simpo Estates and Blang Simpo Factory



**Figure 2. Location of Tamiang Estate and Batang Ara Estate**

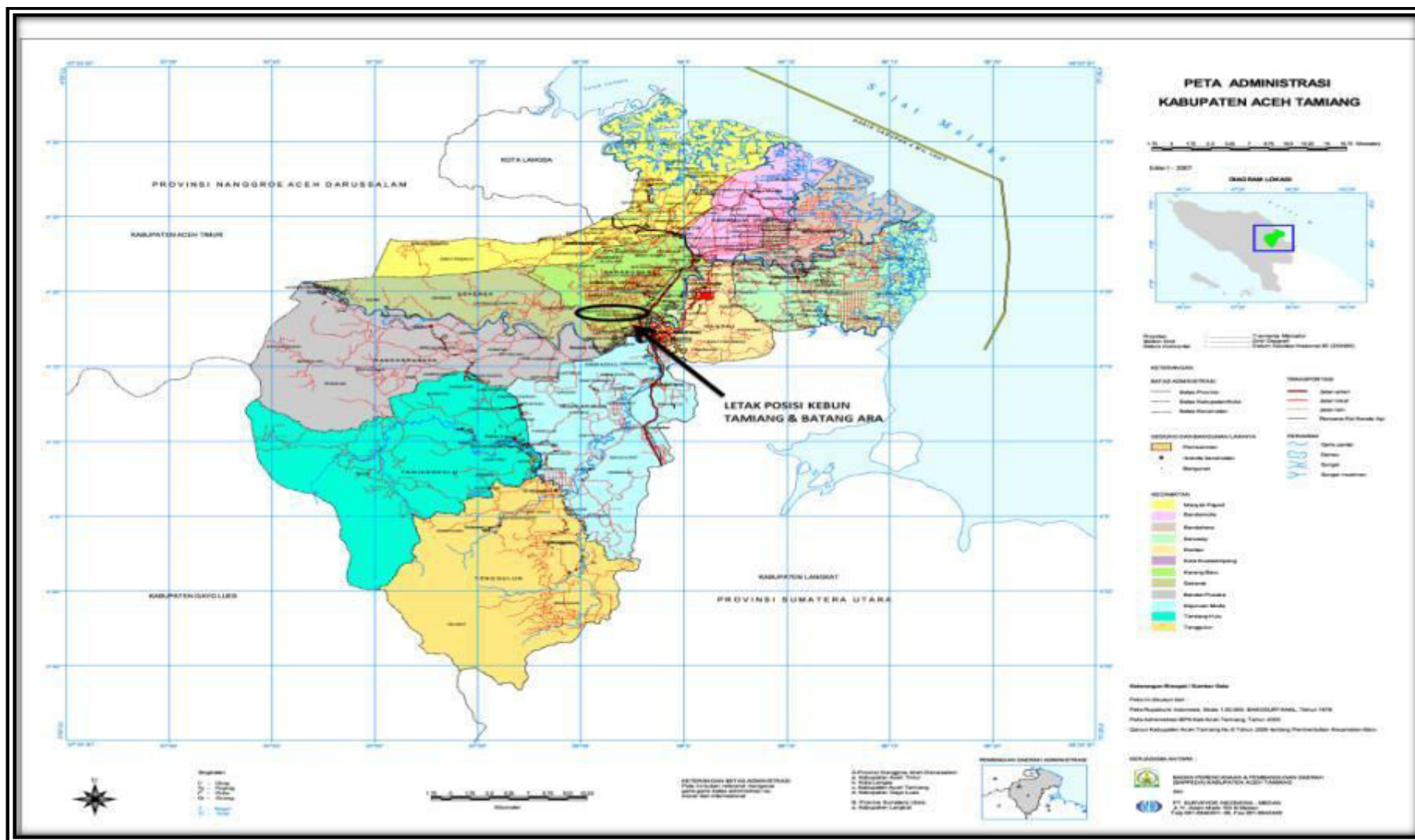
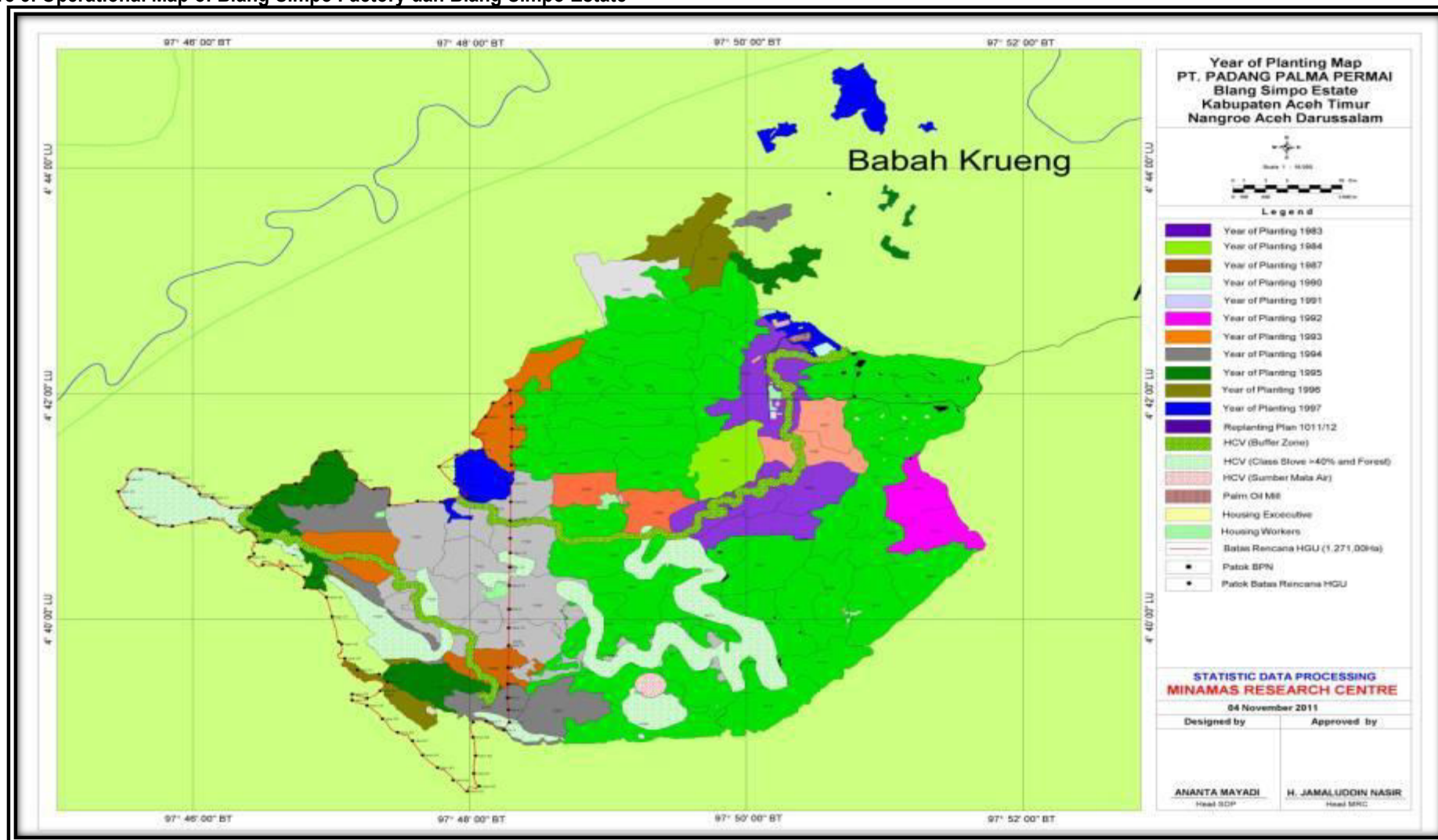




Figure 3. Operational Map of Blang Simpo Factory dan Blang Simpo Estate





**Glossary**

APD / PPE	:	<i>Personal Protection Equipment (Alat Pelindungan Diri)</i>
ASA	:	<i>Annual Surveillance Assessment</i>
ASEAN	:	<i>Association of South East Asian Nations</i>
BAE	:	<i>Batang Ara Estate</i>
BOD	:	<i>Biological Oxygen Demand</i>
BSE	:	<i>Blang Simpo Estate</i>
BSF	:	<i>Blang Simpo Factory</i>
CPO	:	<i>Crude Palm Oil</i>
HCV	:	<i>High Conservation Value (Nilai Konservasi Tinggi)</i>
HGU	:	<i>Land Use Right/Title (Hak Guna Usaha)</i>
IUP	:	<i>Plantation Operation Licence (Izin Usaha Perkebunan)</i>
IPAL	:	<i>Installation of Waste Distribution (Instalasi Penyaluran Air Limbah)</i>
EFB	:	<i>Empty Fruit Bunch</i>
OHS	:	<i>Occupational Health and safety</i>
KER	:	<i>Kernel Extarction Rate</i>
LB3	:	<i>Hazardous Waste (Limbah Bahan Beracun dan Berbahaya)</i>
LC	:	<i>Land Clearing</i>
OER	:	<i>Oil Extarction Rate</i>
IPM	:	<i>Integrated Pest Management</i>
PK	:	<i>Palm Kernel</i>
PKS / POM	:	<i>Pabrik Kelapa Sawit / Palm Oil Mill</i>
P2K3	:	<i>Panitia Pembina Keselamatan dan Kesehatan Kerja (OHS Committee)</i>
POME	:	<i>Palm Oil Mill Effluent</i>
PPP	:	<i>Padang Palma Permai</i>
PSD	:	<i>Plantation Services Departement</i>
PSQM	:	<i>Plantation Sustainability and Quality Management</i>
PSK	:	<i>Perusahaan Srikuala</i>
PSS	:	<i>Perkasa Subur Sakti</i>
RKL/RPL	:	<i>Rencana Kelola Lingkungan/ Rencana Pemantauan Lingkungan. (Environmental Management Plan/ Environment Monitoring Plan)</i>
RSPO	:	<i>Roundtable on Sustainable Palm Oil</i>
SOP	:	<i>Standard Operating Procedure</i>
TBS / FFB	:	<i>Tandan Buah Segar (Fresh Fruit Bunches)</i>
TME	:	<i>Tamiang Estate</i>
UKL/UPL	:	<i>Upaya Kelola Lingkungan/ Upaya Pemantauan Lingkungan. (Environmental Management Efforts/ Environmental Monitoring Efforts)</i>

<b>1.0 SCOPE OF THE CERTIFICATION ASSESSMENT</b>				
<b>1.1 Assessment Standard Used</b>				
	<ul style="list-style-type: none"> <li><b>INDONESIAN NATIONAL INTERPRETATION OF RSPO PRINCIPLES AND CRITERIA 2013 RSPO BY INA – NITF (Indonesian National Interpretation Task Force) - July 2016</b></li> <li><b>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)</b></li> </ul>			
<b>1.2 Organisation Information</b>				
1.2.1	Organisation name listed in the certificate	PT PERKASA SUBUR SAKTI, subsidiary of SIME DARBY PLANTATIONS SDN. BHD		
1.2.2	Contact person	Mohamad Pirabaharan		
1.2.3	Organisation address and site address	<ul style="list-style-type: none"> <li>RSPO registered company: No 2, Plantation Tower Jalan PJU 1A/7 Petaling Jaya, Malaysia 47301</li> <li>Liaison Office: The Plaza Lt. 36, Jl MH Thamrin Kav. 28-30 Jakarta 10350</li> </ul>		
1.2.4	Telephone	+62-21-2992600		
1.2.5	Fax	+62-21-29922686		
1.2.6	E-mail	<a href="mailto:mohamad.pirabaharan@sime-darby.com">mohamad.pirabaharan@sime-darby.com</a>		
1.2.7	Web page address	<a href="http://www.sime-darby.com">www.sime-darby.com</a>		
1.2.8	Management Representative who completed the application for certification	Mohamad Pirabaharan (Head of PSQM)		
1.2.9	Registered as RSPO member	1-0008-04-000-00 7 September 2004		
<b>1.3 Type of Assessment</b>				
1.3.1	Scope of Assessment and Number of Management Unit	1 Palm Oil Mill and 4 supply bases Blang Simpo Mill, Blang Simpo-01 Estate, Blang Simpo-02 Estate, Tamiang Estate, Batang Ara Estate.		
1.3.2	Type of certificate	Single		
<b>1.4 Locations of Mill and Plantation</b>				
1.4.1	Location of Mill			
	<b>Name of Mill</b>	<b>Location</b>	<b>Coordinate</b>	
			<b>Latitude</b>	<b>Longitude</b>
	Blang Simpo (PT PSS)	Village of Tualang Pateng, Subdistrict of Peureulak Timur, Regency of Aceh Timur, Province of Aceh	N 04° 42' 28"	E 97° 50' 56"
1.4.2	Location of Certification Scope of Supply Base			
	<b>Name of Supply Base</b>	<b>Location</b>	<b>Coordinate</b>	
			<b>Latitude</b>	<b>Longitude</b>
	Blang Simpo 01 Estate (PT PPP)	Village of Seuneubok Lapang, Subdistrict of Peureulak Timur, Regency of Aceh Timur, Province of Aceh	N 4° 38' 54" – 4° 40' 53"	E 97° 45' 28" – 97° 48' 47"



Blang Simpo 02 Estate (PT PPP)	Village of Seuneubok Lapang, Subdistrict of Peureulak Timur, Regency of Aceh Timur, Province of Aceh	<b>N</b> 4° 40' 55" – 4° 43' 53"	<b>E</b> 97° 48' 28" – 97° 51' 47"
Tamiang Estate (PT PPP)	Village of Kebun Tanah Terban, Subdistrict of Karang Baru, Regency of Aceh Tamiang, Province of Aceh	<b>N</b> 4° 17' 03" – 4° 20' 03"	<b>E</b> 97° 56' 50" – 98° 3' 26"
Batang Ara Estate (PT PSK)	Village of Alur Selalas, Subdistrict of Karang Baru, Regency of Aceh Tamiang, Province of Aceh	<b>N</b> 4° 17' 00" – 4° 19' 50"	<b>E</b> 97° 56' 10" – 98° 1' 34"

**1.5 Description of Area Statement**

1.5.1	Tenure	
	<ul style="list-style-type: none"> <li>State: HGU HGU on process</li> </ul>	7,580.88 Ha 1,239.08 Ha
	<ul style="list-style-type: none"> <li>Community</li> </ul>	Ha

1.5.2	Area Statement				
		<b>PT PSS</b>	<b>PT PPP</b>	<b>PT PSK</b>	<b>Total</b>
	• Total area	5.92	7,685.14	1,128.90	8,819.96
	• Mature area	-	3,372.40	442.53	3,814.93
	• Immature area	-	2,449.58	358.98	2,808.56
	• Mill	5.92	5.30	-	11.22
	• Infrastructure	-	214.85	25.04	239.89
	• Nursery	-	19.00	-	19.00
	• Occupation	-	807.39	11.56	818.95
	• Reserve area	-	300	-	300.00
	• HCV	-	5.45	284.68	290.13
	• Conservation area	-	245.30	-	245.30
	• Land Clearing	-	27.15	-	27.15
	• Others area (Pertamina Pipe Line)	-	10.85	-	10.85
	• Enclave	-	227.87	6.11	233.98

**1.6 Planting Year and Cycles**

1.6.1	Age profile of planting year					
	Planting Year	Hectarage (Ha)				
		BSE-01	BSE-02	TME	BAE	Total
	1983	-	-	160.84	-	160.84
	1985	-	-	102.85	-	102.85
	1990	670.08	392.50	-	-	1062.58
	1991	65.61	538.80	-	-	604.41
	1993	-	189.11	-	-	189.11
	1994	119.05	161.80	-	61.76	342.61

	1995	52.47	-	-	170.10	222.57	
	1996	-	-	-	143.97	143.97	
	1997	86.89	56.65	-	66.70	210.24	
	2011		-	127.21	-	127.21	
	2012	250.09	-	-	-	250.09	
	2013	103.33	146.53	-	-	563.41	
	2014	221.43	255.84	162.84	-	640.11	
	2015	345.66	200.03	229.99	228.20	1003.88	
	2016	181.58	258.43	117.61	130.78	688.4	
	2017	76.67	137.48	97.06	-	311.21	
	<b>TOTAL</b>	<b>2,172.86</b>	<b>2,337.17</b>	<b>1,311.95</b>	<b>801.51</b>	<b>6,623.49</b>	
1.6.2	New Planting area after January 2010		- Ha				
1.6.3	Planting Cycle		2 <sup>nd</sup> Cycle				
1.7 Description of Mill and Supply Base							
1.7.1	Description of Mill						
	Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)	CPO		Palm Kernel	
				Out put (ton)	Extraction (%)	Out put (ton)	Extraction (%)
	Blang Simpo POM	30	41,485.33	8,490.94	20.47	1,481.16	3.57
	*Sources Production of data period February 2016 - January 2017						
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/ye ar)	Supplied to Mill	
						FFB (tonnes/year)	%
	Blang Simpo-1	3,561.24	2,172.86	13,228.42	9.82	13,228.42	100
	Blang Simpo-2	2,677.83	2,337.17	16,669.99	11.22	16,669.99	100
	Tamiang Estate	1,451.99	1,311.95	9,064.69	16.80	9,064.69	100
	Batang Ara Estate	1,128.90	801.51	2,693.78	6.09	2,693.78	100
	<b>TOTAL</b>	<b>8,819.96</b>	<b>6,623.49</b>	<b>41,656.88</b>	<b>10.92</b>	<b>41,656.88</b>	<b>100</b>
	*Production data source from 12 months before assessment (February,2016 – January 2017)						
1.7.3	FFB description from other source						
	Name of sources	Organisation	Location	Supplied to Mill			
				FFB (tonnes/year)			
	-	-	-	-			
	-	-	-	-			
	<b>TOTAL</b>						
	*Sources Production of data period February 2016 - January 2017						
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 03 May 2016 to 02 May 2017 (tonnes/year)		Actual certified product 03 May 2016 to 08 March 2017 (tonnes/year)		
	• FFB Production		57,928		34,840		
	• CPO Production		12,455		7,054		
	• Palm Kernel (PK) Production		2,027		1,229		
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)	
	Blang Simpo-1		3,561.24	2,172.86	13,890	10.31	
	Blang Simpo-2		2,677.83	2,337.17	17,503	11.78	
	Tamiang Estate		1,451.99	1,311.95	9,518	17.64	
	Batang Ara Estate		1,128.90	801.51	2,828	6.39	
	TOTAL		8,819.96	6,623.49	43,739	11.47	
*Projected FFB production for 12 months of certificate (03 May 2017 to 02 May 2018)							
1.8.3	Estimate of Certified Palm Product Claim						
	Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)	CPO		Palm Kernel	
				Out put (ton)	Extraction (%)	Out put (ton)	Extraction (%)
	Blang Simpo		30	43,740	9,185	21.0	1,750
*Projected FFB production for 12 months of certificate (03 May 2017 to 02 May 2018)							

**1.9 Other Certifications**

Environmental Management,	<b>PROPER</b> Certification with BLUE level for period 2015 - 2016 (Assessment Programme of Company Performance Level in Environmental Management, issued by Indonesian Ministry of Environment and Forestry)
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**1.10 Time Bound Plan**

1.10.1	Time Bound Plan for Other Management Units					
	<b>Management Unit</b>					
	<b>Mill</b>	<b>Time Bound Plan</b>	<b>Supply Base</b>	<b>Time Bound Plan</b>	<b>Location</b>	<b>Status</b>
	<b>INDONESIA</b>					
	Sekunzir. PT. Indotruba Tengah	2010	Sekunzir	2010	Seruyan and West Kotawaringin District – Central Kalimantan	Certified
			Seruyan	2010		Certified
	Manggala. PT. Tunggal Mitra Plantations	2010	Manggala 1	2010	Rokan Hilir District – Riau	Certified
			Manggala 2	2010		Certified
			Manggala 3	2010		Certified
	Bukit Ajong	2010	West	2010	Sanggau District –	Certified

PT. Sime Indo Agro		East	2010	West Kalimantan	Certified
		Sei Mawang	2018		-
		East Plasma	2010		Certified
		West Plasma	2010		Certified
Teluk Siak. PT. Aneka Inti Persada	2011	Teluk Siak	2011	Pekanbaru, Siak District – Riau	Certified
		Pinang Sebatang	2011		Certified
		Aneka Persada	2011		Certified
Sungai Pinang. PT. Bina Sains Cemerlang	2012	Sungai Pinang	2012	Musi Rawas District – South Sumatera	Certified
		Bukit Pinang	2012		Certified
Pemantang. PT. Teguh Sempurna	2011	Pemantang	2011	Seruyan and East Kotawaringin District – Central Kalimantan	Certified
		Kawan Batu	2011		Certified
		Hatan Tiring	2011		Certified
		Batang Garing	2011		Certified
Alur Dumai. PT. Lahan Tani Sakti	2011	Alur Dumai	2011	Rokan Hilir District – Riau	Certified
Teluk Bakau. PT. Bhumireksa Nusa Sejati	2011	Teluk Bakau	2011	Indra Giri Hilir District – Riau	Certified
		Nusa Perkasa	2011		Certified
		Nusa Lestari	2011		Certified
Mandah. PT. Bhumireksa Nusa Sejati	2014	Mandah	2011	Indra Giri Hilir District – Riau	Certified
		Rotan Semelur	2011		Certified
Angsana Mini. PT. Sajang Heulang	2011	KKPA-1 PT.SHE	2013	Tanah Bumbu District – South Kalimantan	Certified
		Pantai Bonati	2011		Certified
Angsana. PT. Ladangrumpun Suburabadi	2011	Angsana	2011	Tanah Bumbu District – South Kalimantan	Certified
		Gunung Sari	2011		Certified
		KKPA-4 PT.SHE	2013		Certified
Mustika. PT. Sajang Heulang	2013	Mustika		Tanah Bumbu District – South Kalimantan	Certified
		KKPA-2 PT.SHE	2013		Certified
		KKPA-3 PT.SHE	2013		Certified
		KKPA-5 PT.SHE	2013		Certified
		SAP 1	2020		ST-2
Gunung Aru. PT. Bersama Sejahtera Sakti	2011	Gunung Aru	2011	Kotabaru District – South Kalimantan	Certified
		Gunung Kemas	2011		Certified
		Laut Timur	2011		Certified
		Pantai Timur	2011		Certified
		KKPA BSS	2020		-
Bebunga. PT. Langgeng Muaramakmur	2011	Sungai Cengal	2011	Kotabaru District – South Kalimantan	Certified
		Bebunga	2011		Certified
		KKPA Sungai Cengal	2014		Certified
Sukamandang PT. Kridatama Lancar	2011	Sukamandang	2011	Seruyan and East Kotawaringin District – Central	Certified
		Sapiri	2011		Certified
		Barasdanum	2011		Certified

		Kuala Kuayan	2011	Kalimantan	Certified
Pondok Labu. PT Paripurna Swakarsa	2012	Binturung	2012	Kotabaru District – South Kalimantan	Certified
		Pondok Labu	2012		Certified
		Rampa	2012		Certified
		Sesulung	2012		Certified
Selabak. PT Swadaya Andhika	2012	Selabak	2012	Kotabaru District – South Kalimantan	Certified
		Randi	2012		Certified
		Sangkoh	2012		Certified
		Lanting	2012		Certified
Rantau. PT Laguna Mandiri	2012	Rantau	2012	Kotabaru District – South Kalimantan	Certified
		Matalok	2012		Certified
Betung. PT Laguna Mandiri	2014	Betung	2012	Kotabaru District – South Kalimantan	Certified
		Sekayu	2012		Certified
Ungkaya. PT Tamaco Graha Krida	2012	Ungkaya	2012	Morowali District – Sulawesi Tengah	Certified
		Plasma TGK	2015		Certified
Ladang Panjang. PT Bahari Gembira Ria	2012	Ladang Panjang	2012	Muaro Jambi District - Jambi	Certified
		Plasma BGR	2020		-
Rantau Panjang. PT Guthrie Pecconina Indonesia	2012	Rantau Panjang	2012	Musi Banyuasin District – South Sumatera	Certified
		Bumi Ayu	2012		Certified
		Karang Ringin	2012		Certified
		Napal	2012		Certified
		Mangun Jaya	2012		Certified
		Sungai Jernih Estate and GPI KKPA	2017		-
Blang Simpo. PT Perkasa Subur Sakti	2013	Tamiang (PT PPP)	2013	Aceh Tamiang and East Aceh District – Nanggroe Aceh Darussalam	Certified
		Batang Ara (PT PSK)	2013		Certified
		Blang Simpo-01	2013		Certified
		Blang Simpo-02	2013		Certified
MAS. PT Mitra Austral Sejahtera	2020	MAS 1	2018	Sanggau District – West Kalimantan	-
		MAS 1	2018		-
		MAS 1	2018		-
		Plasma MAS	2020		-
Lembiru. PT Sandika Nata Palma	2014	Lembiru	2014	Ketapang District – West Kalimantan	Certified
		Awatan	2014		Certified
		Karya Palma	2018		-
		KKPA SNP	2020		-
		Pelanjau (PT BAL)	2018		-
		Sungai Putih (PT BAL)	2018		-
		Baturus (PT BAL)	2018		-
		KKPA BAL	2020		-
MALAYSIA					
Sg Dingin SOU 1	2010	Bukit Hijau	2010	Kerangan, Kedah	Certified
		Padang Buluh	2010		Certified



		Bukit Selangor	2010		Certified
		Sg Dingin	2010		Certified
		Jentayu	2010		Certified
		Anak Kuli	2010		Certified
		Somme	2010		Certified
Chersonese SOU 2	2011	Chersonese	2011	Kuala Kurau, Perak	Certified
		Holyrood	2011		Certified
		Kalumpang	2011		Certified
		Tali Ayer	2011		Certified
Elphil SOU 3	2011	Kinta Kellas	2011	Sg Siput, Perak	Certified
		Elphil	2011		Certified
		Kamuning	2011		Certified
Flemington SOU 4	2011	Flemington	2011	Teluk Intan, Perak	Certified
		Bagan Datoh	2011		Certified
		Sabak Bernam	2011		Certified
		Sg Samak	2011		Certified
Seri Intan SOU 5	2011	Seri Intan (Main Division)	2011	Teluk Intan, Perak	Certified
		Sabrang	2011		Certified
		Sg Wangi	2011		Certified
		Sogomana (Main Division)	2011		Certified
Selaba SOU 5	2011	Seri Intan (Selaba Division)	2011	Teluk Intan, Perak	Certified
		Sogomana (Cashwood & Sg Beruas Division)	2011		Certified
		Bikam	2011		Certified
		Clumy	2011		Certified
Tennamaram SOU 6	2011	Tennamaram	2011	Bestari Jaya, Selangor	Certified
		Sungei Buloh	2011		Certified
		Bkt Talang	2011		Certified
Bkt Kerayong SOU 7	2011	Bkt Kerayong	2011	Kapar, Selangor	Certified
		Bkt Cherakah	2011		Certified
		Bkt Rajah	2011		Certified
		Bkt Lagong	2011		Certified
		Elmina	2011		Certified
East SOU 8	2010	East	2010	Carey Island, Selangor	Certified
		Dusun Durian	2010		Certified
		Sepang	2010		Certified
West - SOU 9	2010	West	2010	Carey Island, Selangor	Certified
Bukit Putri - SOU 10	2011	Bukit Putri	2011	Raub, Pahang	Certified
Kerdau SOU 11	2011	Kerdau	2011	Temerloh, Pahang	Certified
		Jentar	2011		Certified
		Mentakab	2011		Certified
		Sg Mai	2011		Certified
		Chenor	2011		Certified
Jabor - SOU 12	2011	Jabor	2011	Kuantan, Pahang	Certified

Labu SOU 13	2011	Labu	2011	Nilai, Negeri Sembilan	Certified
		New Labu	2011		Certified
		Bradwall	2011		Certified
Tanah Merah SOU 14	2010	Tanah Merah	2010	Port Dickson, Negeri Sembilan	Certified
		Sua Betong	2010		Certified
		Bukit Pelandok	2010		Certified
Sua Betong SOU 15	2014	Salak	2014	Port Dickson, Negeri Sembilan	Certified
		Sengkang	2014		Certified
		Siliau	2014		Certified
		PD Lukut	2014		Certified
		Sungai Baru	2014		Certified
		Tampin Linggi	2014		Certified
Kok Foh SOU 16	2011	Bukit Pilah	2011	Bahau, Negeri Sembilan	Certified
		Kok Foh	2011		Certified
		Muar River	2011		Certified
		St. Helier	2011		Certified
		Pertang	2011		Certified
		Sg Gemas	2011		Certified
		Sg Sebalang	2011		Certified
		Sg Senarut	2011		Certified
Kempas SOU 17	2010	Kempas	2010	Jasin, Melaka	Certified
		Kemuning	2010		Certified
		Tangkah	2010		Certified
Diamond Jubilee SOU 18	2011	Bukit Asahan	2011	Jasin, Melaka	Certified
		Diamond Jubilee	2011		Certified
		Serkam	2011		Certified
Pagoh SOU 19	2014	Pagoh	2014	Muar, Johor	Certified
		Lanadron	2014		Certified
		Pengkalan Bukit	2014		Certified
		Welch	2014		Certified
Chaah SOU 20	2010	North Labis	2010	Chaah, Johor	Certified
		Cha'ah	2010		Certified
		Sg Simpang Kiri	2010		Certified
Gunung Mas SOU 21	2010	Gunung Mas	2010	Kluang, Johor	Certified
		Kempas Klebang	2010		Certified
		Bukit Paloh	2010		Certified
		Yong Peng	2010		Certified
Bukit Benut SOU 22	2011	Bukit Benut	2011	Kluang, Johor	Certified
		CEP Niyor	2011		Certified
		Lambak / Elaeis	2011		Certified
Ulu Remis SOU 23	2011	Pekan	2011	Layang-layang, Johor	Certified
		Sembrong	2011		Certified
		Tun Dr. Ismail	2011		Certified
		Ulu Remis	2011		Certified
		Bukit Badak	2011		Certified
		Cenas	2011		Certified
Hadapan	2011	CEP Rengam	2011	Layang-layang,	Certified

SOU 24		Kulai	2011	Johor	Certified
		Layang	2011		Certified
		Seri Pulau	2011		Certified
Sandakan Bay SOU 26	2008	Tun Tan Siew Sin	2008	Sandakan, Sabah	Certified
		Tunku	2008		Certified
		Tigowis	2008		Certified
		Sentosa	2008		Certified
		Saguliud	2008		Certified
Melalap SOU 27	2011	Melalap	2011	Tenom, Sabah	Certified
		Sapong	2011		Certified
Binuang SOU 28	2009	Tingkeyu	2009	Kunak, Sabah	Certified
		Sungang	2009		Certified
		Jelata Bumi	2009		Certified
		Binuang	2009		Certified
Giram SOU 29	2009	Mostyn	2009	Kunak, Sabah	Certified
		Giram	2009		Certified
Merotai SOU 30	2009	Imam	2009	Tawau, Sabah	Certified
		Merotai	2009		Certified
		Table	2009		Certified
		Tiger	2009		Certified
Lavang SOU 31	2011	Belian	2011	Bintulu, Serawak	Certified
		Kelida	2011		Certified
		Lavang	2011		Certified
		Lavang (SE)	2011		Certified
		Rasan	2011		Certified
Rajawali SOU 32	2011	Rajawali	2011	Bintulu, Serawak	Certified
		Samudera	2011		Certified
		Semarak	2011		Certified
		Bayu	2011		Certified
Derawan SOU 33	2011	Takau	2011	Bintulu, Serawak	Certified
		Damai	2011		Certified
		Derawan	2011		Certified
		Sahua	2011		Certified
Pekaka SOU 34	2011	Chartquest	2011	Bintulu, Serawak	Certified
		Dulang	2011		Certified
		Peroh	2011		Certified
		Pekaka	2011		Certified
		Ruai	2011		Certified
Sime Darby has achieved 34 management units in Malaysia and 24 Management Units in Indonesia that RSPO certified. Total management unit in Sime Darby Plantation Sdn Bhd are 34 in Malaysia, 25 in Indonesia and 1 in Liberia.					
A new mill will be set up in Liberia and planned for commissioning in Feb 2016. Preparation to undergo the RSPO Certification process is in progress and SDP targets to undergo RSPO Certification by end 2017. RSPO NPP process has been completed in 2011. Internal assessment against the draft Liberia NI has been completed and closing of gaps is in progress.					

	There was change of the Time Bound Plan under Sime Darby on 15 April 2016 cause the Sime Darby postpone the others certification process. Change of the Time Bound Plan explanation: PT Mitra Austral Sejahtera. There are social issue still unresolved from the Serikat Petani Kelapa Sawit (SPKS) Sanggau, however the improvement are in progress. Sime Darby has informed the Time Bound Plan progress, MUTUAGUNG has consider that Sime Darby still comply with the RSPO requirement for partial certification.
1.10.2	<b>Progress of Associated Smallholders and Outgrowers for Certifiable Standard</b>
	The company does not have a scheme smallholders and does not receive FFB from other source

<b>2.0 ASSESSMENT PROCESS</b>	
<b>2.1 Assessment Team</b>	
<b>ASA-4</b>	<p><b>1. Oktovianus Rusmin (Lead Auditor)</b> Bachelor's Degree in Social &amp; Political Sciences Department of Anthropology. The working experience, consist of: Coastal Project-Department of Anthropology in Indonesian University (Pilot Project of Mangrove Rehabilitation in coastal area of South Sulawesi) as Social Supervisor (1999-2001), Center of Anhtropology Study - Indonesian University (Research and Publication) as Researcher (2002 – 2004), The Forest Trust-Indonesia (Consultant of Sustainable Forest Management) as Social Advisor (2004 – 2010) and eForest Consultant (HCV Identification and Social Impact Assessment) as staff (2010 – 2011). Has been participated in several training, consist of: Forest Management Auditor (FSC Standard), Environmental Management System ISO 14001, ISO 9001:2008, Conflict Resolution, Human Right, Verification System of Wood Legality, Training Lead Auditor of ISPO &amp; RSPO Scheme. Had participate in Sustainable Forest Certification (Eco Labelling Indonesia Standard), Gap Analysis of FSC Standard. He was numerously involved in audit of sustainable palm oil certification since 2011 for Indonesian Sustainable Palm Oil (ISPO) and RSPO Scheme in Indonesia &amp; Malaysia as Auditor and <i>Lead Auditor</i>. The aspect of audited consist of : Social/Conflict Resolution, Land Use Legality, and Supply Chain Certification System (SCCS).</p> <p><b>2. Muhammad Rinaldi (Auditor).</b> Indonesian citizen, Diploma of Oil Palm Plantation. He has experience 4 years working as Assistant Agronomy since 2007. He has attended training RSPO Lead Auditor, training of Auditor ISPO, training of Lead Auditor ISO 9001-2008, training of ISO 14000, training of HCV identification, training of OHS management system, training of potential and conflict resolution. Experienced in auditing in relevant scheme (ISPO) since 2014 with the aspects of land legality, environmental, social, occupational health and safety, Best Management Practices, Conservation and worker welfare. During this audit, he assess aspect of Best Management Practices, OHS and Planning.</p> <p><b>3. Sofyan Hadi Lubis (Auditor)</b> Master's Program in Environmental and Natural Resource Management and Bachelor of Social Economic Agriculture. Has been involved as a researcher at the Research Centre of Forestry and Climate Change and Cooperation IPB-ETH Zurich Swiss-NUS Singapore regarding carbon stock analysis. The training has been followed, among other climate change mitigation and adaptation for agricultural productivity in Southeast Asia, Asian Carbon Update and Network and Climate Change Mitigation and Adaptation for Agricultural Productivity, Environmental Impact Assessment (EIA), Lead Auditor ISPO (Indonesian Sustainable Palm Oil), IHT-RSPO, ISO 9001, HCV, ISO 14001, Calculation of Greenhouse Gases (GHG), ISCC Plantation Audit and Land Use Assessment, Green Industry and ISCC EU and Plus Basic Training. Furthermore, he also worked as a staff environmental consulting firm and currently working as an auditor in the certification body (PT Mutuagung Lestari). He has has conducted audits for ISPO scheme, RSPO and ISCC in oil palm plantations, Indonesia as an auditor. During this audit, he verified environment, conservation, and GHG aspect.</p> <p><b>4. Dwi Haryati (Auditor).</b> Indonesian citizens. Bachelor of Agriculture Department of Agriculture. She has experienced on Palm Oil Plantation as Sustainability staff. Training have been followed include : Training Auditor ISPO, Quality Management ISO 9001-2008, ISO 14001 Environmental Management, ISO 17021 &amp; 17065, HCV, General Health Safety Expert, Health Safety Management System, Workshp GHG by the ISPO Commission, Palm Oil Mill Processing, Best Practice in Peat Management, Mapping Potential and Conflict Resolution in Production Forest. RSPO audit experience since March 2015 and ISPO since May 2014. Aspect audit in this assessment consist of transparency and Social Worker.</p>
<b>2.2 Assessment Methodology, Assessment Process and Locations of Assessment</b>	
<b>2.2.1</b>	<b>Figure of person days to implement assessment</b>
	Number of auditors : 4 auditor Number of days for <b>ASA-4</b> at site : 5 days Number of working days for <b>ASA-4</b> at site : 20 Working days
<b>2.2.2</b>	<b>Assessment Process</b>
	The assessment was conducted by measuring the sufficiency of implementation with the consistency done by the PT Perkasa Subur Sakti to the requirements of Indonesian National Interpretation of RSPO Principles and Criteria 2013



by INA-NITF, July 2016 (Endorsed by the RSPO Board of Governors meeting on 30th September 2016) and RSPO Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014 (Module D / E for CPO Mill).

The assessment was conducted in three methods: (1) document review, aiming to observe the sufficiency of types or substances from required documents; (2) *interview*, aiming to obtain more detailed information and cross check the information; and (3) field observation, aiming to observe directly the sufficiency of implementation on site.

Some opportunities for improvement of the results **ASA-4** delivered by the MUTU auditor to the management unit and the results are the subject will be verified at the next assessment phase **RC**.

Improvement of findings from main assesment findings were observed by auditors at this **ASA-4** assessment. All information obtained was recorded in Check List of PT Mutuagung Lestari (MUTU) and part of **ASA-4**.

The assessment program please find Appendix 2

### 2.2.3 Location of Assessment

**ASA-4** Number of units in this certification activity is 4 (four) estates, which supply the raw material (FFB) to Blang Simpo palm oil mill. In conducting the assessment, the team of auditors used the  $0.8\sqrt{y}$  formula to determine the management units sampling to be focused on and also considered the issues raised by stakeholder. Based on this formula, the team of auditors determined that the sampling locations are 1 (one) palm oil mill (Blang Simpo POM) and 4 (four) estates (Blang Simpo 2 estate, Tamiang estate and Batang Ara Estate)

#### Blang Simpo POM

- **Management Process:** Observation and interview with personnel related to FFB's processing into CPO, capacity each station, personnel understanding over the applicable SOP, fire emergency response facilities and infrastructure in mill, liquid waste management, first aid kits, the implementation of occupational health and safety, company's facilities, trainings from company and worker welfare.
  - **Power House Room:** Observation and interview with the worker related to implementation of OHS, understanding of safe working, administration of fossil fuels use.
  - **Boiler's Room:** Observation and interview with the worker related to implementation of OHS, understanding of safe working, overtime calculation.
  - **Workshop:** Observation and interviews with employees related to management of hazardous waste and hazardous material, training, provision of PPE, training, emergency response facilities
  - **Kernel Station:** Observation and interviews with employees related to management of hazardous waste and hazardous material, training, provision of PPE, training, emergency response facilities
  - **Workshop, Hazardous Waste Storage, Chemicals Warehouse:** According to the field visit and interview in term of OHS< hazardous waste and hazardous material management, employee welfare and freedom to unite. The workers have aware of the safety work practice, they have used PPE and proper regular medical check up, the hazardous waste and hazardous material are properly symbolized.
  - **WTP :** Field visit and interview in term of the clean water The amount of water used on the mill needs and debit of proses FFB is monitored by using *flow meter*
  - **Mill office:** Supply Chain Certification System (SCCS) verification and interview related personnel in charge to supply chain system
  - **Weight bridge :** Observation and interview of personnel related to FFB received mechanism and documented system
  - **WWTP Pond:** Observation and interviews related to waste management activities and OHS implementation.
  - **POM area.** Based on file observation on POM, known that the fibers and shell is used as fuel to reduce fossil fuel consumption and maximize renewable energy.
  - **Hazardous Waste Storage:** Observation and interviews related to waste management activities and HSE implementation.
- Chemical Storage:** Observation and interview process related to agrochemical management and HSE implementation.

### Tamiang Estate

- **Division 1 Block A04:**
  - Observation regarding to marginal area and sloping area
  - Observation regarding to the use of owls as a pest controller.
  - Observation and interview with supervisor and worker in spraying activity.
- **Division 1 Block A011 & Division 2 Block B008 :** Observations regarding to implementation technique of replanting with Zero Burning and utilization of oil palm residues as nutrient recycling
- **Division 1 Block A05 :** Observation in the area of HCV with the form of riparian
- **Division 1 Block A09 :** Observation on nursery area
- **Division 1 Block A08 :** Observation and interview with supervisor and worker in harvesting activity
- **Division 2 Block B04 :**
  - Observation regarding to nutrient recycling strategy using Empty Fruit Bunch
  - Observations regarding to pest control with beneficial plant (*Turnera Sp.* and *Casia Sp.*)
- **Clinic :** Observation of clinical activities and interviews with paramedics such as health programs, health checks, mothers and child health monitoring (Posyandu), and management of infectious waste.
- **Emplacement Div 1:** Field observation to ensure the availability and feasibility of the facilities for employees provided by the company, interviews were conducted to ensure understanding of the mechanisms of complaint, handling domestic waste mechanism and emergency response mechanisms.
- **Hazardous Waste Storage at Division 2:** Observation and interview in term of the hazardous waste management and emergency response facilities.
- **Workers Quarters:** Field observation to ensure the availability and feasibility of the facilities for employees provided by the company, interviews were conducted to ensure understanding of the mechanisms of complaint, handling domestic waste mechanism and emergency response mechanisms.
- **Agrochemical Store:** Field Observation of storage and management of chemicals used by the company among others herbicides, fungicides, pesticides and insecticides
- **Workshop.** Observation of workshops activity such as repair and maintenance of vehicles and heavy equipment
- **Block A001, Div 1, TME :** Field observation of domestic waste management activity
- **Conservation area:** Observation of river buffer zone in Block A013 , A018 & A019 (replanting area). The condition was good (there was any HCV signboard, the palm trees are on the left and right side of the ditch flow was not cutting at the time of re-planting)
- **Boundary Poles Inspection:** Boundary poles sampling check consist of: Pole 11 & 12 Block A019, Pole 3 Block A013 Division 1; Pole 24, 27 & 28 Block B002 Division 2 ; intermediate Pole at Block B001. The poles was installed in good condition and the poles numbers can be read clearly

### Blang Simpo-2 Estate

- **Division 1 Block D11:** Observation regarding to marginal area and sloping area
- **Division 3 Block F2/5:** Observations regarding to pest control with beneficial plant (*Turnera Sp.* and *Casia Sp.*)
- **Division 3 Block F05:** Observation and interview with supervisor and worker in harvesting activity
- **Division 1 Block D08:**
  - Observation regarding to marginal area and sloping area
  - Observation regarding to the use of owls as a pest controller.
  - Observation and interview with supervisor and worker in spraying activity.
- **Division 1 Block D06 :**
  - Observation regarding to nutrient recycling strategy using Empty Fruit Bunch
  - Observations regarding to pest control with beneficial plant (*Turnera Sp.* and *Casia Sp.*)
- **Block F03, Div III, BSE-2 :** Field observation of domestic waste management activity.
- **Emplacement Div 1:** Field observation to ensure the availability and feasibility of the facilities for employees provided by the company, interviews were conducted to ensure understanding of the mechanisms of complaint, handling domestic waste mechanism and emergency response mechanisms.
- **Hazardous Waste Storage at Division 2:** Observation and interview in term of the hazardous waste management and emergency response facilities.
- **Workers Quarters:** Field observation to ensure the availability and feasibility of the facilities for employees provided by the company, interviews were conducted to ensure understanding of the mechanisms of complaint,

handling domestic waste mechanism and emergency response mechanisms.

- **Fertilizer storage** : Field observation to see storage and management of fertilizer
- **Agrochemical Storage**: Field Observation of storage and management of chemicals used by the company among others herbicides, fungicides, pesticides and insecticides
- **Workshop**: Observation of workshops activity such as repair and maintenance of vehicles and heavy equipment.
- **Boundary Poles Inspection**: Boundary poles sampling check consist of: Pole 14 Block C011 Division 3, Pole 44 Block E007 Division 2 and Pole 97 Block 010 Division 2. The poles was installed in good condition and the poles numbers can be read clearly.
- **Conservation area**: observation of water reservoir at Block E003 Division 2 (there was any HCV signboard) and river buffer zone at Block E004 Division 2 (there was any yellow marker at palm oil tree as sign related to prohibition for chemical application).
- Blok E04 Divisi II Blang Simpo Estate (PT PPP), Blok A02 Division I Blang Simpo Estate (PT PPP). Oservation related to riparian area protection.
- **Block E03 Division II**. Observation related to HCV / conservation area protection.
- **Blok D012 and D06 Divison I** . Observation related to land conservation on replanting area.
- **Blok A02 Division I**. Observation related to land application.

#### **Batang Ara Estate**

- **Division 3 Block D01** : Observation and interview with supervisor and worker in harvesting activity
- **Division 2 Block C05** :
  - Observation regarding to marginal area and sloping area
  - Observation regarding to nutrient recycling strategy using Empty Fruit Bunch
- **Division 2 Block C02** : Observation regarding to the use of owls as a pest controller.
- **Estate Office** : Interview with supervisor of pest and disease
- **Boundary Poles Inspection**: Boundary poles sampling check consist of: Pole 1, 3, 4 & 5 Block 002 Division 3; Pole 13 Block 001 Division 3. The poles was installed in good condition and the poles numbers can be read clearly.
- **Occupation Area** : observation of occupation area at block D002 Division 3 (was planted by the villager of Alur Selalas for palm oil tree).
- **Housing complex at Division III** : Observation on workers facilities, temporary storage near division office and interview with genset operator.
- **Block D08 Division III**: Observation related to riparian protection.

#### **Public Consultation**

- **Related Agencies** : Interview with several agencies in Aceh Timur District: consist of Labour Agency, National Land Agency, Plantation Agency and Enviroment Agency.
- **Kebun Tanah Terban Village** : interview the head of village and community representation related to social interaction between company and community surround, another social issues
- **Tualang Pateng Village** : interview the head of village and community representation related to social interaction between company and community surround, another social issues
- **Kebun Batang Ara Village** : interview the head of village and community representation related to social interaction between company and community surround, another social issues
- **Local Contractor**
- **Labor Union (PUK Tamiang Estate & Batang Ara Estate, and BSF)-ASA-4**
- **Gender Committee TME & BAE- ASA-4**
- **NGOs** (WALHI Aceh, Fauna dan Flora International Program Aceh, Jaringan komunitas Masyarakat Adat Aceh, WWF, and SAWIT WATCH)

<b>2.3 Stakeholder Consultation and Stakeholders Contacted</b>	
<b>2.3.1</b>	<b>Summary of stakeholder consultation process.</b>
<b>ASA-4</b>	<p>Consultation of stakeholders for PT. PPP, PT. PSK and PT. PSS was held by:</p> <ul style="list-style-type: none"> <li>• Public Notification on 18<sup>th</sup> February 2017 PT Mutuagung Lestari Website (<a href="http://www.mutucertification.com">www.mutucertification.com</a> )</li> <li>• Public consultation meeting with government of Aceh Timur District conducted by visits and interview on 07<sup>th</sup> March 2017</li> </ul>

	<ul style="list-style-type: none"> <li>Public consultation meeting with local stakeholder conducted by visiting and interview on 07-08<sup>th</sup> March 2017</li> <li>Public consultation meeting with internal stakeholder on 07-08<sup>th</sup> March 2017</li> <li>Public consultation with NGO by email conducted on 28<sup>th</sup> February 2017</li> </ul>
2.3.2	<b>Stakeholder contacted</b>
	<i>Please find appendix 1</i>
2.4	<b>Determining Next Assessment</b>
	The next visit ( <b>Re-Certification/RC</b> ) will be determined one year after this <b>ASA-4</b> (March -2018).

### 3.0 ASSESSMENT FINDINGS

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

MUTUAGUNG LESTARI has conducted an assessment of BLANG SIMPO Palm Oil Mill – PT. PERKASA SUBUR SAKTI, subsidiary of SIME DARBY PLANTATIONS SDN. BHD. operation consisting of one (1) mill and four (4) oil palm estates.

During the assessment, there were eight (8) Nonconformities were assigned against Major Compliance Indicator; four (4) nonconformities were assigned against Minor Compliance Indicators; and seven (7) opportunity for improvement were identified.

Further explanation of the non-conformities raised and corrective actions taken by the company are provided in section 3.5. The company has already prepared and implemented the corrective action(s) that had been reviewed and accepted by Auditor(s) in form of documentation evidence(s) e.g. (document record/photographic/etc). Those corrective action taken that consist of eight (8) Major non-conformity and two (2) Minor non-conformity had been closed out, two (2) Minor non-conformity still Open and seven (7) opportunity for improvement shall be verified during next assessment.

MUTUAGUNG LESTARI found that of BLANG SIMPO Palm Oil Mill – PT. PERKASA SUBUR SAKTI, subsidiary of SIME DARBY PLANTATIONS SDN. BHD. complied with the requirements of *Indonesian National Interpretation of RSPO Principles and Criteria 2013 by INA-NITF, July 2016 (Endorsed by the RSPO Board of Governors meeting on 30th September 2016) and RSPO Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014 (Module D / E for CPO Mill).*

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

Ref Std.	VERIFICATION RESULT of MUTU-Certification	
<b>PRINCIPLE #1 COMMITMENT TO TRANSPARENCY</b>		
<b>1.1</b>	<b>Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.</b>	
<b>1.1.1 &amp; 1.1.2</b>	<p>Certificate holder has a list of stakeholder that consist of local government, department, agencies Government, minister of Environment, NGO, public, Ulama Consultative Assembly, Buyer CPO and Kernel, contractor, vendors / suppliers, school, insurance and banking. Any requests for information from the public are recorded in a log book stakeholder / community. Company has the SOP for Communication and consultation No. KKM/07/PPP-PSK-PPP/VI/16, Rev.0.2.</p> <p>The company appointed manager of the operational unit to respond any requests for information from stakeholders. Procedure explained that the manager unit provides maximum limit of 10 days to respond to the letter. Each record request information is keep in the estate office personnel.</p> <p>The response of the request for information has been addressed by the management unit in a timely manner (no more than 10 days from the receipt of the letter). Information records in information books, which are available in each unit management. Public and institution consultation with local communities revealed that company has delivered socialization related to consultation and communication mechanism procedure.</p> <p>Based on interviews with village communities around the company, stakeholder already know the types of information available and procedures for accessing Information. They know it through communication between public relations officers and local village administrators, for example in social program that will be realized every year.</p>	
	<b>Status: comply</b>	
<b>1.2</b>	<b>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.</b>	



**1.2.1**

The certificate holder has a document that can be accessed by the public contained in SOP Information Request No. Document PI / 01 / V / PPP-PSK-PSS / 12. Type of documents that can be accessed by the public / stakeholders (No.001 / TME-BAE / RSPO), such as Land use permit information, HCV assessment document, SIA document., environment document, employee data, FFB production, machinery factory specifications, vehicle specifications, taxation and insurance. Based on interviews with the management unit, that some of the above documents are stored in the office and must have permission of the management unit for the access.

<b>Status: comply</b>
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**1.3**

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

**1.3.1**

The company has a policy that contains commitment code of integrity and ethical conduct in all operations and transaction. This is summarized in the business ethics policy No. 440 / HRM-COC / 07 approved by General Manager, Senior GM, Head Plantation Office, on May 24, 2007. The management unit develops the business ethic by considering the stakeholders expectation over the company and how to implement the ethic code including the monitoring, reporting and sanction over the ethic code violence. The commitments on the interaction with the stakeholders become the first priority of the company and it becomes the part of company's business ethic as well as creating the additional values. The stakeholders and its expectations are well described in detail. Furthermore, the management unit also composes the work ethic code which regulates the individuals' basic behaviour and their attitude and aptitude in and off the company. The socialization was held on January 6<sup>th</sup>, 2016.

Based on interviews with the PUK SPSI and workers in the workshop Tamiang Estate/Batang Ara Estate is known that workers understand the contents of the policy.

<b>Status: comply</b>
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**PRINCIPLE #2 COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS**
**2.1**

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

**2.1.1**

The company has a list laws and regulations updated on Januari 07/2016 that includes regional / local regulations, national regulation, and international regulation. The company has demonstrated compliance with these regulations, for example:

**Environmental aspects**

- Has had a document Environmental (*SEL and DPLH*) in accordance with PP No. 27/2012
- Has had hazardous waste storage approved by local government in accordance with PP No. 101/2014
- Has had permit from local government regarding disposal of waste water treatment plants to water or water sources in accordance with PP 82/2001.

**Worker Welfare**

The company has shown evidence of compliance of employment such as registration and payment of health/accident insurance.

**Occupational Health and Safety**

- The Certificate Holder has had 3 licensed boiler operators and the license is still in the validity period. This is in accordance with the Labor Ministerial Regulation No. 01 of 1988 on Qualifications and Requirements of Boiler Operators.
- The Certificate Holder has had 1 OHS Electrical Technician in each management unit (BSF,BAE,TME,BSE-1 and BSE-2), it is in accordance with the Labor Ministerial Regulation No. 12 of 2015 on OHS Electricity in The Workplace
- The Certificate Holder has had 8 operators that have Heavy Equipment Licenses. This is in accordance with Labor Ministerial Regulation No. 09 of 2010.

**Best Management Practices**

The certificate holders has used pesticide that have been registered on the Pesticide Commission for example pesticide with brand of Audit 486AS with registration number RI.01030120031863. This is in accordance with Plantation Minister

Regulation No 39 on 2015 about Pesticide Registration.

### **Land Use Legalities**

The Certificate Holder has shown the evidence of compliance with Laws No. 5 of 1960 about Main Agrarian Regulations, for example has have land use legalities, consist of:

- Land Use Right Certificate (Sertifikat HGU), Number: 131 (Renewal), based on the Decree of the Head of BPN No. 14/ HGU / BPN / 2000 dated 24-3-2000 (Tamiang Estate, PT Padang Palma Permai)
- Land Use Right Certificate, Number: 02 (Renewal), based on the Decree of the Head of BPN No. 13 / HGU / BPN / 93 dated May 31, 1993 (Batang Ara Estate, PT Perkebunan Sri Kuala)
- Land Use Right Certificate, Number: 132 (Renewal), based on the Decree of the Head of BPN No. 86 / HGU / BPN / 1999 and HGU / BPN / 99 / A / 13 of September 30, 1999 (Batang Ara Estate, PT Perkebunan Sri Kuala)
- Land Use Right Certificate, No. 02, by the Minister of Home Affairs, No. 61 / HGU / DA / 1987 dated December 3, 1987 (Blang Simpo Estate, PT Padang Palma Permai)
- Land Use Right Certificate, Number: 149, based on the Decree of the Head of BPN RI, No. 72 / HGU / BPN RI / 2011 dated August 26, 2011 (Blang Simpo Estate, PT Padang Palma Permai)

#### **2.1.2**

The Company has a mechanism for identification legal regulations (procedure No. PH/03/PPP-PSK-PSS/V/12, May 1/2012). In the document explained that the person who is responsible for identifying and regulatory evaluation are PSD & EHS Department.

#### **2.1.3**

The company has been conducting evaluation and internal audits to ensure compliance with laws and regulations and other permits related to the RSPO. Based on these documents, all relevant regulations related RSPO has been fulfilled.

#### **Minor 2.1.4**

Based on verification of list laws / regulation updated on Januari 07/2016, there are laws / regulation that have changed. The company has done updates, for example national regulations related to hazardous waste management, national regulation related land fires control, local regulations related to wages etc.

**Status: comply**

### **2.2**

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

#### **2.2.1**

The management Certificate Holder has shown the evidence of land use legalities, consist of:

### **Land Use Legalities**

- Land Use Right Certificate (Sertifikat HGU), Number: 131 (Renewal), based on the Decree of the Head of BPN No. 14/ HGU / BPN / 2000 dated 24-3-2000 and 11-3-2000, Measure Letter No. 16/2002, dated July 31, 2002, Land located in Kebun Tanah Terban Village, Karang Baru sub District, East Aceh District, the expiry date of May 10 2027, total area 1451.99 Ha (Tamiang Estate, PT Padang Palma Permai)
- Land Use Right Certificate, Number: 02 (Renewal), based on the Decree of the Head of BPN No. 13 / HGU / BPN / 93 dated May 31, 1993, Measure Letter No. 23 / AT / 1990, dated September 8, 1990, located in Kebun Batang Ara Village, Karang Baru sub District, East Aceh District, the expiry date of December 31, 2024, total area 401 ha. Appendix Map Scale 1: 20,000 (Batang Ara Estate, PT Perkebunan Sri Kuala)
- Land Use Right Certificate, Number: 132 (Renewal), based on the Decree of the Head of BPN No. 86 / HGU / BPN / 1999 and HGU / BPN / 99 / A / 13 of September 30, 1999 and July 3, 2002, Letter Measure No. 01/2002, dated August 12, 2002, is located in Alur Selalas Village, Karang Baru sub District, East Aceh District, the expiry date of August 11, 2037, 727.9 ha area. Appendix Map Scale 1: 20,000 (Batang Ara Estate, PT Perkebunan Sri Kuala)
- Land Use Right Certificate, No. 02, by the Minister of Home Affairs, No. 61 / HGU / DA / 1987 dated December 3, 1987, Letter Measure No. 03/1980, dated October 9, 1980, is located in Paya Meulioque Village, Peureulak sub District, East Aceh District, the expiry date of December 31, 2022, an area of 2,000 Ha. Appendix Map Scale 1: 20,000 (Blang Simpo Estate, PT Padang Palma Permai)

- Land Use Right Certificate, Number: 149, based on the Decree of the Head of BPN RI, No. 72 / HGU / BPN RI / 2011 dated August 26, 2011, Letter Measure No. 01/2011, tanggal 31 October 2011, is located in Alue Gureb Village and Seuneubok Lapang Village, Peureulak sub District, East Aceh District, the expiry date of December 10, 2034, 2993.23 ha area. Appendix Map Scale 1: 20,000 (Blang Simpo Estate, PT Padang Palma Permai)
- Letter of Plantation Business Registration (Surat Pendaftaran Usaha Perkebunan), Number: HK.350 / 188 / Bun.5 / III / 2001 dated March 16, 2001 to Plantation Company of Industry and Commerce of Sri Kuala, total area 1,121 hectares in Karang Baru subdistrict, East Aceh District, Istimewa Aceh Province.
- Letter of Plantation Business Registration Number: HK.350 / 203 / Bun.5 / III / 2001 dated March 16, 2001 to PT Perusahaan Perkebunan and Agriculture, total area 6,558 hectares and Processing Unit (Mill) with a capacity of Permits and installed 25 Ton FFB / Hour in Karang Baru, Peureulak, East Aceh Province of Daerah Istimewa Aceh
- Plantation Business Permit PT Padang Palma Permai by Aceh Governor's Decision No. 525/BP2T/2524/2015, dated 30 November 2015 and the annex Map (Scale 1: 50,000). The location in the village Chik Mbon, District Peureulak East Aceh district of Aceh province, Total of net area 1,239 Ha

### 2.2.2

The PT Padang Palma Permai and PT Perkasa Subur Sakti has Guidelines for Boundary Poles Maintenance (No.Ist/SOU 18/II /2017). These guidance was explained that the boundary poles monitoring conducted regularly every 6 months. These document as guidance for maintenance periodically the boundary poles.

Based on inspection of boundaries poles in Tamiang 2 Estate, consisting of pole number 11 and 12 Block A019 Division 1, Pole number 13 Block A13 Division 1, Pole 24 Block B002 Division 2, Pole 27 & 28 Block B002 Division 1 and intermediate pole in Block B001 Division that shown in a good condition and appropriate to the coordinates of the GPS data point by the National Land Agency. Likewise, also the sampling boundary poles in Blang Simpo 2 Estate, consisting of Pole number 14 Block C011 Division 3, Poles 44 Block E007 Division 1, Pole 97 Block B010 Division 2, through the boundary poles sampling in Batang Ara Estate, consist of pole 01 Block 002 Division 3, Pole 05 Block 002 Division 3, Pole 13 Block 001 Division 3, all the poles sampling in a good condition and the number can read clearly.

### 2.2.3, 2.2.4 & 2.2.5

The Certificate Holder has the procedure of Land Dispute Resolution (No: 343/PSD-OKUP/11, effective since 23 Feb 2012). Based on document verification (Map & Area Statements) and consulting in the surrounding villages, during 2016 indicated no land dispute between the company and another party. Stakeholder consultation with local stakeholder consist of Head of Kebun Tanah Terban Village and Informal Leader in Tamiang Estate, the Head of Village at Tualang Pateng in Blang Simpo Estate, Head of Kebun Batang Ara Village in Batang Ara Estate was knew that there is no significant issues of land conflict among the management unit and another party in surround of plantation area.

### 2.2.6

The company had policy Sime Darby Responsible Agriculture Charter, 2016. These Policy related to Prohibition of Contractually Army using, The main point was explained in these policy, consist of point that the company will not using of Contractually Army in conflict resolution and will not tolerance of anarchism in conflict resolution process. Based on field visit observation during the audit process, stakeholder consultation with Head of Kebun Tanah Terban Village and Informal Leader in Tamiang Estate, the Head of Village at Tualang Pateng in Blang Simpo Estate, Head of Kebun Batang Ara Village in Batang Ara Estate, there is no indication of Contractually Army using plantation area of PT Padang Palma Permai (Tamiang Estate, Blang Simpo 1 & 2 Estate, and PT Perkebunan Sri Kuala (Batang Ara Estate).

<b>Status: Comply</b>
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### 2.3

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

#### 2.3.1

Based on document verification of High Conservation Value Identification and Social Impact Assessment in PT Padang Palma Permai (Taming Estate, Blang Simpo 1 & 2 Estate) and PT Perkebunan Sri Kuala (Batang Ara Estate), and also stakeholder consultation with Head of Kebun Tanah Terban Village and Informal Leader in Tamiang Estate, the Head of Village at Tualang Pateng in Blang Simpo Estate, Head of Kebun Batang Ara Village in Batang Ara Estate, that known there is no land of the company was under of customary right. Since ASA-3 period till ASA-4, there is no land compensation

process, the compensation process has been done in the early period of plantation development. The land acquisition or compensation documentation process was filed in each estate

### **2.3.2 & 2.3.3**

Based on document verification and information from Plantation Service Department staff of Minamas Plantation in Tamiang Estate, that known since period of ASA -3 2016 till ASA-4 in March 2017 no more compensation process in PT Padang Palma Permai and PT Perkebunan Sri Kuala area. Since period of ASA -3 2016 till ASA-4 in March 2017, there was no more land compensation by PT Padang Palma Permai and PT Perkebunan Sri Kuala to another party. The documentation of land compensation process in early period was filled in each estate and format in Indonesian language. There document consist of Land Location Map, Statement of Land Right Release by the owner, Receive of payment, Official Letter of land compensation process was signed by related party. The related party was consist of the Company Representation, Land Owner and witnessed by Head of Village.

### **2.3.4**

The process of land compensation was begun from identification and inventory of land, mapping of land location, negotiation of compensation amount, Letter of Land Right Release, Official Report Land Compensation, Payment of Compensation was witnessed by Village and Sub District Head. There was showed Official Report of Land Compensation process has been signed by related party both of land owner and the company representation and witnessed by Village and Sub District Head. For example there was shown document of land claim in Blang Simpo 2 Estate with total area of 720 hectares by the community Chik Mbon has been resolved by agreement of plasma development with government facilitation.

Status: Comply
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## **PRINCIPLE #3 Commitment to long-term economic and financial viability**

### **3.1**

**There is an implemented management plan that aims to achieve long term economic and financial viability.**

**3.1.1**

The Certificate Holder has a work plan for the next 3 years in the Budget document year 2016-2017 & Projection year 2018-2021 which is created for each unit of management. The document has explained the plan area of operation has not changed, the production of FFB, CPO and PK, yield/ha, the extraction projection of CPO and PK, the cost for ESH, social and environmental management and operations.

In addition, the Certificate Holder has a plan in the Data Business Plan document year 2016/2017 - 2020/2021 of PT.PPP, PT.PSK, PT.PSS authorized by Head PSQM which describes the number of seeds, FFB Production, OER, CPO production, costs production/ton FFB, FFB and CPO prices, income and replanting program.

Evaluation of management is recorded in the document Performance Monitoring -Simplified EVP-E3. In the document explaining the difference between realization of activities and budget as well as to explain the evaluation of these differences. For example a document in February 2017 in Tamiang Estate, production in this month under budget amounted to 40.48% due to the low density of the harvest only at 13% and harvesting round reached 11 days with the action plan will be strived for harvesting round <9 days and maximize area coverage for each harvester.

**3.1.2**

The Certificate Holder has had a replanting program set out in the Long Range Replanting Program (LRRP). Blang Simpo-2 Estate has a planting plan period 2017 to 2023, Tamiang Estate has a replanting plan period 2017 to 2019, and for Batang Ara has completed replanting activities in 2016. The realizations of replanting activities are listed in the Statement area document.

Estate	Replanting Area(Ha)					
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Blang Simpo 2	217.43	244.87	286.08	246.48	140.27	76.52
Tamiang	128,71	54,95				

**Status: Comply**

**PRINCIPLE #4 Use of appropriate best practices by growers and millers**
**4.1**

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

**4.1.1**

SOP of operational processing in the Mill and the Estate is still the same as the previous assessment listed in the References Agronomy Manual No. 110/EST-ARM/13 date September 1<sup>st</sup>, 2013 for Estate procedures and Mill SOP are listed in the Minamas Plantation Palm Oil Factory Operational Administrative Procedure Documents Oil Palm Factory No. 130/POD-FAC/07.

Based on interviews with harvester and spray worker in Tamiang Estate, Blang Simpo-2 Estate, and Batang Ara Estate, it is known that workers have been trained and been able to explain the mechanism in accordance with the procedure, such as harvesters can explain the criteria of the harvest fruit and spray workers can explain the wide of the circle and harvesting path at spraying activity.

**4.1.2 & 4.1.3**

The certificate holder has had the mechanism of checking and monitoring operations through Internal Audit activities. Based on the explanation of the management, internal audit conducted every 6 months by Group Corporation Audit Department (GCAD).

Records of the results of monitoring conducted by GCAD listed in document of Sheet Working Paper Conclusion Examination which explained the correction of any non-conformance. For example, for the second semester of 2016/2017 has been carried out on:



- Blang Simpo-2 Estate held on 17-30 January 2017 with the results of 5 non-conformances; MSDS of Basta pesticide still using English and the unit management has change it into Indonesian
- Tamiang Estate held on 17-24 January 2017 with the results of 9 non-conformances.
- Trunk Ara Estate held on January 17 to 30 with 8 non-conformances.

As for the Blang Simpo factory, the last activities was only implemented for the first smester of 2016/2017 and carried out on August 28 till September 1, 2016 with the results of 8 non-conformance.

#### 4.1.4

Until ASA-4, Blang Simpo Factory did not received FFB from outsider. The FFBs was process on Blang Simpo Factory was supply from PT Padang Palma Permai (Tamiang Estate, Blang Simpo-1 Estate, Blang Simpo-2 Estate) and PT Perkebunan Sri Kuala (Batang Ara Estate).

**Status: Comply**

#### 4.2

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

##### 4.2.1 & 4.2.4

The Certificate Holder has had procedure guidance to manage soil fertility in SOP Palm Oil Planting Agronomy Reference Manual (No. Policy: 110/EST-ARM/13) approved by the Head Plantation Upstream Indonesia on 16 September 2013. The SOP consist of several sections related to the management of soil fertility such as fertilization, the use of organic fertilizers (EFB and POME) and manufacture of leguminous cover crops (legumes).

The Certificate Holder records all of POME and EFB application activities for the period July 2016-June 2017 in the document:

- Empty fruit bunch Application for example is recorded in Program and Application of empty fruit bunch documents year 2016/2017 finds that there are plans of application in the block D001, D002, D003, D012 with total program 258.42 Ha with total EFB are 3,824.64 tons and has been realized with total area of 129.69 Ha with total EFB are 1,919.37 tons.
- The Certificate Holder showed Production Monitoring and Liquid waste Applications documents in 2016 with the application as much as 37,026.91 tons with an area of 49.37 Ha (A002, C002).

Based on the field visit in Tamiang Estate Block B04 and Blang Simpo-2 Estate Block D06, it is known that the company has implemented the management of soil fertility by applying the EFB in the circle of palm oil tree. In addition, the Blang Simpo-1 Estate block A002, it is known that the company use POME as an organic fertilizer which is applied by streamed it on the flatbed.

In addition, the company applies utilization of oil palm trunk at replanting as nutrient recycler. It is proved at the Tamiang Estate Division 2 Block 008, it is known that the former of palm oil trunks in replanting are collected in holes in inter row.

##### 4.2.2

The Certificate Holder showed record of fertilization in the Recommendations Report and Fertilization Realization and in the Recap Fertilization documents. From the document is known fertilizing period 2016/2017 until January 2017 has been implemented as follows:

##### **Blang Simpo-2 Estate**

Fertilizer Type	Recommendation (Ton)	Realization (Ton)
HGFB	11.70	11.68
CCM 44	984.32	627.97

In addition, the Certificate Holder has a Fertilizer Use Document period 2016 which explains the amount of fertilizer used per type of fertilizer, the production of FFB and the comparison between the fertilizer and the production of FFB. Based on these documents, it is known that the average fertilizer use per ton of FFB in TME, BAE and BSE-2 was 0.13 tons of fertilizer /Ton FFB. For example the data in Tamiang Estate, a total of 1,469.63 tons of fertilizer use; FFB production as much as

10,982.49 tons; fertilizer /ton FFB is 0.13 tons of fertilizer /ton FFB.

#### 4.2.3

The Certificate Holder has recorded the activities of soil sampling in the Semi Detail Soil Survey And Feasibility document for the years 2016-2021 conducted by the Minamas Research Centre which describes the level of soil fertility based on an assessment of nutrients N, P, K, Mg, Ca and B.

As for the recording of leaf samples recorded in the Analysis Plant Tissue Testing Report document by MRC (Minamas Research Centre) conducted in 2016. It describes the level of nutrients N, P, K, Mg, Ca and B. However, the certificate holder cannot shown the evidence of visual analysis to determine nutrient of palm oil tree. **Nonconformance No. 2017.01 Minor category.**

4.2.3	Status: Nonconformance No. 2017.01 Minor category
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#### 4.3

**Practices minimize and control erosion and degradation of soils.**

##### 4.3.1 & 4.3.2

TME and BSE-2 show the Semi Details Soil Survey book and Land Suitability For Palm Oil Crop Year 2016-2021 contained Soil Type Map and Slope Class Map of land with a scale of 1: 45.000, while BAE has marginal soil maps and Slope maps based on the results of a survey report made by PARAM soil Agricultural Soil survey (M) Sdn. Bhd. in November 2008. Based on these documents, it is known that the type of soil in the area of the certificate holder is sandy mineral soil and has a hilly steep slope.

Based on the field in Tamiang Estate, Batang and Blang Ara Real Estate Simpo-2, it is known that the area is dominated by a hilly area with sandy mineral soil types. On TME Block A04, BSE-2 blocks D11, BAE block C05, it is known that in the hilly area, the company has implemented land management in accordance with the SOP, among others, terracing and planting legume cover crops as a ground cover.

##### 4.3.3

The certificate holder shows Minamas Management Committee Meeting that explains budget and realization of road maintenance activities of the total treated road length to the incurred costs. For example in the month of January 2017 report describes the budget for the period July 2016 - July 2017 along the 31,600 M at a cost of Rp. 48,460,436 and has been realized along 10.423 m.

Based on the field in TME, BAE and BSE-2, it is known that the road is in good condition and performed treatments include street paving using laterite soil.

##### 4.3.4 & 4.3.5

Based on field visits and review of semi detailed soil Survey document, it is known that there are no areas with peat soil types.

##### 4.3.6

Based on the field visit in the areas of replanting in TME, BAE and BSE-2, it is known in the area of sandy and hilly areas has been managed in accordance with the recommendations of semi detailed Soil Survey, such as:

- Based on the field in Block A04 TME, BSE-2 blocks D11, BAE block C05, it is known that in the hilly area of company has implemented land management in accordance with the SOP, among others, are terracing and planting legume cover crops as a ground cover.
- On block D06 at BSE-2, there is implementation of EFB on the sandy area, it is aimed to improve soil fertility.

Status: Comply
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#### 4.4

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

##### 4.4.1

The company has been testing the quality of groundwater, but the company has not been able to show the result of water test every 6 months as stated in the HCV report (PT PPP and PSK) and UKL / UPL report (PT Perkebunan Sri Kuala). **Non-conformance No. 2017.02 with Minor category**

##### 4.4.2

The Company has conducted riparian protection in accordance with procedures, such as installation boundary markers of chemical application on riparian; HCV signboard installation on the riparian. *Evidence: field observation on riparian, Block E04 Division II Blang Simpo Estate (PT PPP), Block A02 Division I Blang Simpo Estate (PT PPP), and Block D08 Division III Batang Ara Estate (PT PSK).*

OFI No. 2 Ref. Standard 4.4.2

- Opportunity to improve boundary markers of chemical applications that are not clear.
- Opportunity to chance HCV signboard installation that have been damaged.

### 4.4.3

The company has been testing the quality of waste water treatment plants periodically on Sucofindo. The test results are in accordance with national regulation No. 28/29 years 2003 (BOD outlet  $\leq 5,000$  mg / l). The test results periodically sent to the local government (*sighted: Receipt report dated March 07/2017*).

The Company carries out the utilization of waste water treatment plants on land (*land application*) who have obtained permission from the local government (*Sighted: Government Decree No. 538.3/444/2013, dated June 18/2013*).

### 4.4.4

Based on field observation in WTP Station known operator has recorded water use through observation of flow meter. Average water consumption of  $1.78 \text{ m}^3$  / tFFB. Operator have been using full PPE when working.

**Status: Non-conformance No. 2017.02 with Minor category**

## 4.5

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

### 4.5.1

The Certificate Holder has had an IPM plan in the procedure "Agronomy Palm Oil Planting Manual Reference" No. Policy: 110/EST-ARM/13 which was approved by the Head Plantation Upstream Indonesia on 1 October 2013. The IPM plan contained in Section 15 of the plant protection which explains the census frequency of attacks, control techniques to justify the use of chemicals. In the procedure discusses horn beetle pests, leaf-eating caterpillars, rat pests and ganoderma diseases.

The Certificate Holder has identified a potential threat by conducting a census every month. Census data recapped in the control of Pest and Disease report. For example, for a report in February 2017, it is known that there is no eating leaves caterpillars pest, rat, termites, oryctes and ganoderma disease in the area of TME and BAE but on the BSE-2 Estate there is a eating leaves caterpillar with a total area of 6 ha and has been controlled using Decis at a dose of 60 mL / ha.

Based on the field visit, the company has implemented a biological pest control in accordance with the SOP for example the installation of Barn Owl Box on TME blocks A04 and BAE Block C02 as a nest of owl (*Tyto alba*). In addition every edge of the blocks, the company has planted beneficial plant with types of *Turnera subulata* and *Antigonon leptosus*.

### 4.5.2

The Certificate Holder shows evidences related to IPM training, such as:

- Oryctes Pest Control Team Training on January 9th, 2017 to 9 workers in Tamiang Estate & Batang Ara.
- Ganoderma Pest Census Training to 7 workers on May 25th, 2016 in Tamiang Estate & Batang Ara.
- Oryctes Pest Control Team Training on December 3rd, 2016 to 12 employees in the BSE-2.

Based on interviews with Supervisor of Pest and Disease for TME & BAE, explained that it had given training related to the census and explained how to do the census as well as the course of action if the value is above the threshold.

**Status: Comply**

## 4.6

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

### 4.6.1

The certificate holder has a procedure "Agronomy Palm Oil Planting Manual Reference" No. Policy: 110/EST-ARM/13, Part 15 (protection of plants) and Section 16 (weed control) are justified the use of chemicals that describes the type of pest

/weed, chemicals usage and the dose/ha.

Based on interviews with supervisor and spray workers in TME and BSE-2, explained that the use of chemicals are adjusted to the dominant weed on the block. For narrow-leaved weeds and broadleaf using glyphosate and metsulfuron-methyl.

#### 4.6.2

The certificate holder shows Monitoring Usage of Agrochemicals the period July 2016- June 2017 made per type of Chemicals explains the name of the active ingredient, the total materials used, the amount of Ha application, the active ingredient /ha. For example, in BSE-2 for the Audit 486AS herbicide with the active ingredient glyphosate; totals usage are 1,099.49 L; the total applications area are 2,450.62 Ha; active ingredient /ha 0:31.

In addition, the certificate holder has document of Pesticide Type Usage and Target that describes the type of pesticide (trade name), Registration No. In Pesticide Commission, Dose /ha, LD50; dose of active ingredient/ha; target. For example Audit 486AS with registration number RI.01030120031863 with LD50 is 5000 mg /BB, the dose of 3-4 L /Ha and target for broadleaf weeds and narrow leaves.

#### 4.6.3

The Certificate Holder has had IPM plan in the procedure "Agronomy Palm Oil Planting Manual Reference" No. Policy: 110/EST-ARM/13. IPM plan contained in Section 15 of the plant protection which explains the census frequency of attacks, control techniques to justify the use of chemicals. In SOP, it is known the usages of pesticides are not used as a prophylactic, but pesticide use based on census results.

Based on the field visit, Certificate Holders have applied biological pest control in accordance with the SOP for example the installation of Barn Owl Box on TME blocks A04 and BAE Block C02 as a nest of owl (*Tyto alba*). In addition every edge of the blocks the company has planted beneficial plant with types of *Turnera subulata* and *Antigonon leptosus*. Based on Agrochemical Monitoring of July 2016-June 2017, there is no use of pesticides for pest or disease control.

#### 4.6.4

Based on a review of documents and visits at the warehouse of chemicals, it is known that the company does not use chemicals that are categorized as Type 1A or 1B WHO, materials included in the list of the Stockholm and Rotterdam Conventions, and paraquat.

#### 4.6.5 & 4.6.9

Based on interviews with spray workers in Tamiang and Batang Ara Estate as understood the hazards and risks related to the chemicals used. Besides that, obtained informations that the employees have been given training in safe work practices. During field visits and interviews, workers can demonstrate the correct way to work in accordance with the procedure, including how the use and handling of risk in accordance with the material safety sheet. Workers also use personal protective equipment in accordance with the particular hazard identification and material safety data sheets such as masks, gloves, safety boots, apron and goggles. Based on interview, employees were also informed about the steps safe working in every moment before work. Agrochemical warehouse in operational unit has been complete with MSDS for each chemical types. Workers could well explain the functions related MSDS as reference information for workers. Results of field observations, obtained information that the mixing of pesticide carried out in premixed area on warehouse. The pesticides that will be applied is already mixed.

The company has provided information materials and evidence of periodic training of pesticide handling to workers but the company does not have an associated smallholders scheme.

#### 4.6.6

Pesticide management has been implemented in accordance with the LB3 of management procedures. Ex pesticide containers from Estate Division stored in hazardous waste storage approved by local government located in BAE (PT PSK), BSE (PT PPP), then handed over to the licensed collecting LB3 (PT Amindy Barokah), after that was reported to the local government periodically. #Sighted: neraca LB3 triwulan I; record LB3 triwulan I; receipt submission LB3 to PT Amindy Barokah dated March, 10/2017; ex pesticide containers manifest No. ZF 0008109 covered 0.560 kg; truk number KB 8331 MO; receipt LB3 report to local government dated April, 02/2017.

The results of field visits in the Storage of Block Spraying System Tamiang Esatate (TME) & Storage of Division 3 (Batang Ara Estate (BAE), found ex pesticide container types Basta 20 liters of which is used as a pesticide mixing water containers and used oil containers. The certificate holder has been not able to show evidence that the used ex pesticide containers have been recorded in the balance sheet and Books Registration document hazardous waste. **Non-conformance No 2017.03 with Major category**

#### 4.6.7

The Certificate Holder has the SOP of Hazardous Material Handling (RSPO/ P&C/PB 3), No. PB3 / PPP PSKP PSS / V / 12 dated May 1st, 2012 was passed by the Chairman of SOU that explains the classification of chemicals, person in charge, person in charge, MSDS providing through suppliers, how to do chemical storage, chemicals handling upon use, measures against leaks and spills, first aid to the training program.

The company has a BSS house which is a place for spraying workers to clean the body and PPE used after work, otherwise it is also used to keep PPE spraying workers who have been cleaned after work.

The Certificate Holder shows training records related to pesticide applications, such as:

- Spray Training on January 5th, 2017 in block A003 Division I when do safety briefings to 7 spray workers. Material which is submitted by the assistant division I and EM of PT PSK about weed spraying technique /how to work safely.
- Training of spray team BSE-2 on August 12th, 2016 to the 12 spray workers.

#### 4.6.8

Based on the field visit in pesticide application activities, the company never applied pesticides from the air. Application is done by using a sprayer

#### 4.6.10

Interview with generators and personnel carriers LB3, generator operator that they have understood the management of LB3. Hazardous waste management presented during morning assembly by estate assistant.

#### 4.6.11

Certificate holder have a regularly program medical check up for pesticide operator. Tamiang and Batang Ara estate has a list of the latest pesticide operator as many as 8 workers. All workers spray has examined health through inspection types of cholinesterase, to ascertain the condition of workers in good health. This semester, the regularly medical check up was conducted. This results stating that all workers spray are in a healthy condition.

Based on interview with worker obtained information if the workers acknowledge the result of the medical checkup. There were no indication of skin disease and itches. Based on interview with company doctor, medical check up for pesticide operators are test of liver function through examination of SGOT and SGPT enzymes. The examination results show normal level.

Based on interviews with pesticide operators, complaint regarding health condition for the workers is absence such as irritation. This statement has been re-confirmed with the management and based on record of medical examination, which all workers are in a healthy condition.

#### 4.6.12

The Company has a memorandum banning the spraying of women who are pregnant or breastfeeding number ist/SOU 18/II/2017, date on 1<sup>st</sup> February 2017.

Based on interviews with spraying personnel, there is examination of every month at the clinic that specialized to make sure that the workers was not in a state of pregnancy. The company has an effort in making sure that there are no spraying worker in pregnant / lactating.

**Status: Non-conformance No. 2017.03 with Major category**

#### 4.7

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

##### 4.7.1

The policy related OHS unchanged from previous assessments listed on OHS policy approved by the Head Plantation Upstream Indonesia December 2011. Socialization related OHS policy performed at "Townhall" activities undertaken throughout the management unit. In the BSF was held on February 1st, 2017, at the TME & BAE carried out on 7-8 February 2017, in BSE-1 and BSE-2 on 17-18 February 2017 with the total of 955 workers from the staff level, the supervisor to



employees.

The Certificate Holder shows P2K3 Work Program for the year 2016/17 were approved by each management unit. The implementation evidence of OHS plans, among others:

- Conduct P2K3 meeting every three months, there is evidence of the minutes of the meeting, list of participants and photos of activities.
- Based on the field visit, there is a monitoring form on fire extinguisher and monitoring has conducted every month
- The company shows evidence of training related to OHS such as first aid training and emergency response training.
- There is evidence of P2K3 report to the Labour Agency of Aceh Timur and Aceh Tamiang Estate.

The Certificate Holder has had a occupational safety and health work plan document, however the company cannot shown the evidence of effectiveness monitoring of the OHS work plan. **Non-conformance No. 2017.04 with Major categories**

#### 4.7.2

The Certificate Holder has had a Risk Assessment document for the identification and analysis of potential hazards in all areas of work of plantations and factories. Last HIRAC evaluation was conducted on February 27th, 2017 committed to replanting activities.

Based on visits to spray activities that use pesticide Kenup 486 SL type, workers have been equipped with PPE kinds of shoes, helmets, goggles, apron, shirt and trousers, masks and gloves made from rubber. The type of PPE has been in accordance with the recommendations in the MSDS of Kenup 486 SL.

#### 4.7.3

The certificate Holder showed evidences of operational training activities, among others:

- Fertilizer Application Training on August 16th, 2016 to 13 workers in the BSE-2
- Spray Team Training on August 12th, 2016 to 12 workers in the BSE-2
- Spraying weeds technique Training on January 5th, 2017 to 9 workers in Tamiang and Batang Ara
- Lifting and conveyance equipment Training in the form of Operator Permit from the Minister of Labor for 2 workers of BSE-1, 2 workers of BSE-2, 2 workers of TME, 2 workers of BSF.

During the field visits in WTP, it is known that the PPE used are Helmets, Safety Shoes, cloth masks, but not using gloves, it is not in accordance with SOP APD (10/PSQM-ESH-SOU18/16 dated 29 September 2016). **Non-conformance No. 2017.05 with Major categories**

The certificate holder has had the SOP of Personal Protective Equipment (10/PSQM-ESH-SOU18/16 dated 29 September 2016) which explains that all damaged PPE can be replaced by report it to their superiors. However, based on field visits in Harvest activities in Batang Ara division 3 blocks D01, it is found the workers using boots that have been broken and based on the document of PPE Handover on January 9th, 2017, it is known that the workers have not received the shoes. **Non-conformance No. 2017.05 with Major categories**

#### 4.7.4

The person in charge for the implementation of OHS is listed in P2K3 structure. The structure is formed per unit management. The entire structure has been approved by the Labor Agency. Based on interviews with the Department of Labor, the company has had P2K3 structure and in accordance with regulations.

Based on the P2K3 work program, it is known that the P2K3 meeting done every three months, there is evidence of implementation P2K3 meeting in the form of the minutes and the attendance list which contained in the P2K3 report documents, for example, the BSF has been doing the last meeting on December 5, 2016 was attended by 13 P2K3 board and workers representative; processing supervisor, supervisor coordinator and electrical supervisor with a discussion of the sign board condition, cleanliness work environment, monitoring the use of PPE and about P2K3 reporting.

Based on interviews with labor unions and representatives of the P2K3, explained that a meeting/discussion related to OHS was conducted for example, in December 2016 there was a discussion about PPE.



**4.7.5**

Emergency response procedures and works accidents in the company remain unchanged from the previous assessment, for example:

- SOP of Accidents recording Data (PDKK/08/V/PPP-PSK-PSS/12 dated 01 May 2012)
- SOP of Surviving worker in work accident Handling (PKKKS/18/PPP-PSK-PSS/V/12 12 dated May 1, 2012)
- SOP of Fire Fighting and Prevention (PPK/13/V/PPP-PSK-PSS/12) describes the Fire Response Team, Fire Control, Reporting and administration of Genesis.

The certificate holder has demonstrated Work Accident Report and Minutes of Work Accidents Chronology. However, the report does not explain about the follow-up to the accidents that have occurred, it is not in accordance with SOP of Surviving worker in work accident handling (PKKKS/18/PPP-PSK-PSS/V/12 12 dated May 1, 2012) which explained that the evaluation should identify the causes of major accidents and the follow-up to the accident. **Non-conformance No. 2017.06 with minor category**

The entire work accidents have been reported to the Labour Agency of Aceh Tamiang and Aceh Timur stated in P2K3 reports every three months. Based on interviews with the Department of Labor, explained that the company have reported P2K3 activities regularly, including work accident reports in accordance with the regulations.

Based on field visits and interviews to the supervisor of harvesting and spraying in the BSE-2 and TME, it is known that the supervisor had received training related to first aid and can explain how to handling the occupational accidents and the supervisor had brought first aid kit. In addition, based on a visit at the Division Office, Warehouse, Workshop, Hazardous Waste Storage in BSF, TME, BSE-2 and BAE, it is known that there are a first aid box

**4.7.6**

All workers had been given medical treatment that was covered by accident insurance. The management unit shows evidence of payment of Labor Assurance (BPJS-TK) dues with the details permanent workers of Blang Simpo Factory as many as 87 workers and all workers of Tamiang and Batang Ara estate as many as 388 workers.

**4.7.7**

The entire of work accident that has been recorded and monitored by the company, the note is submitted in document of FR and SR annual report. The company can show the report of SR and FR period of 2016 -2017 (March, 2016 to February 2017). Based on a document review known that during 2017 there were no workplace accidents that cause lost time in the operations unit.

4.7.1 **Status: Non-conformance No. 2017.04 with Major category**

4.7.3 **Status: Non-conformance No. 2017.05 with Major category**

4.7.5 **Status: Non-conformance No. 2017.06 with Minor category**

**4.8**

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

**4.8.1**

The management unit has had training programme 2016-2017 for workers related all aspects of RSPO principles and criteria. The annual training programme such as safety work, simulation handling chemical spills, first aid, fires simulation, socialization of policies for the protection of reproductive rights, prevention of sexual harassment in the workplace. Based on field observation in the central clinic of Tamiang and Batang Ara Estate, obtained information that medical workers (paramedic and doctor) has been trained.

**4.8.2**

Training record of each employee are maintained in place. The company has the opportunity in the maintenance of training records of each worker to be more systematic.

**Status: comply**

**PRINCIPLE #5 Environmental responsibility and conservation of natural resources and biodiversity**
**5.1**

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

**demonstrate continuous improvement.**
**5.1.1**

**PT PPP** has the Environmental Document (SEL) approved by Minister of Agriculture No. RC. 220/797 / B / V / 1993, May 13, 1993. The location I in Tamiang 1,456.14 Ha and in Batang Ara 403.00 Ha. Location II in Blang Simpo 4,238.00 Ha. The total area of 6,087.14 hectares with installed capacity of 20 tFFB / hour. SEL analysis in cooperation with PT Bintang Dharma Hurip Consultants with the team that has been certified EIAA / B. Type of impact are erosion and degradation of water quality.

**PT PSS** has the Environmental Document (DPLH) approved by Minister of Environment No. B-5054 / Dep.I / LH / 7/2010, July 6/2010. Recommendations by DPLH in accordance No. 062 / DPLH / 660/2011, January 24/2011.

**PT PSK** has the Environmental Document (DPLH) approved by local government No. 660/1346, September 24/2014). The total area of 1,128.9 hectares. Type of impact is public perception, surface water quality, ground water quality, etc. Interview with local government, known environmental assessment has passed the stage of consultation with stakeholders.

**5.1.2**

The company has implemented environmental management period July to December 2016 in accordance with *Matrix of RKL*, for example: manage water mill effluent at the WWTP Pond; stored hazardous waste on storage approved; giving PPE earplug and earmuff to workers in the high noise location, throw trash on land fill area (TPAS), local recruitment as employees, etc.

**5.1.3**

The Company has conducted environmental monitoring in accordance with the *Matrix of RPL* period July to December 2016, for example: waste water quality test, air emission quality test, ground water quality test and so on. However Batang Ara Estate (PT Perkebunan Sri Kuala) has not been able to demonstrate the implementation of environmental monitoring, such as water quality test every 6 months. **Non-conformance No. 2017.07 with Minor category**

<b>5.1.3</b>	<b>Status: Nonconformance No. 2017.07 with Minor category</b>
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**5.2**

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

**5.2.1**

The Company through cooperation with POLITO has identified High Conservation Value (HCV) Assessment, Jan 2011 with a total area of 295.27 hectares. List of flora and fauna have been described in the document HCV.

**PT PPP:** There is one bird species status Vulnerable by the IUCN, one bird species status Appendix II by CITES and 6 species status protected under PP 7/1999. There are 4 mammals species status Vulnerable by IUCN, 6 species status Appendix II by CITES, 3 species protected status under PP 7/1999. There is no Reptile species status by IUCN, 3 species status Appendix II by CITES and one species status under PP 7/1999.

**PT PSK:** There is one bird species status Appendix II by CITES and 3 species protected status under PP 7/1999. There are 4 mammals species status Appendix II by CITES, and 3 species status protected under PP 7/1999. There are 4 Reptile species status Appendix by CITES, and 1 species status protected status under PP 7/1999

**5.2.2**

The Company has conducted riparian protection in accordance with procedures, such as installation boundary markers of chemical application on riparian; HCV signboard installation on the riparian. *Evidence: field observation on riparian, Block E04 Division II Blang Simpo Estate (PT PPP), Block A02 Division I Blang Simpo Estate (PT PPP), and Block D08 Division III Batang Ara Estate (PT PSK).* However the company has not been able to demonstrate that the monitoring plan HCV, which is testing the water quality every 6 months. **Non- conformance No. 2017.08 with Major category**

RTE Species monitoring is conducted every month, the last monitoring conducted in June 2017 by officers who have been assigned the training HCV. The Company has an opportunity to monitor the physical condition of the HCV area, fix the boundary markers pesticide applications that are not clear, and installing signs HCV that is damaged. **OFI No. 2 and No. 6**

**5.2.3**

Socialization RTE species to employees and villagers carried out with the help of the signboard. Dissemination RTE species

to employees was also conducted during the "lingkaran pagi".

#### 5.2.4

RTE species monitoring is conducted every month, the last monitoring conducted in June 2017 by officers who have been assigned the training HCV. Monitoring the implementation of the RTE species is done based on previous monitoring.

#### 5.2.5

Based on documents study and interviews with local communities obtained the information that there are no local public lands within the boundaries of the company's operations.

<b>Status: Non-conformance No. 2017.08 with Major category</b>
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### 5.3

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

#### 5.3.1

The company has had a list of waste products, such as ex pesticide containers, used oil, filters scrap, battery scrap, medical waste, domestic waste, EFB, shell, fiber, waste water treatment plants, etc. The waste products are sourced from estate activities, housing activities, mechanics in the workshop activities, and palm oil processing factory activities.

#### 5.3.2

Ex chemical management has implemented in accordance with the hazardous waste of management procedures. Ex chemical containers from Mill Division stored hazardous waste storage approved by local government located in Blangsimpo POM (PT PSS), then handed over to the licensed collecting LB3 (PT Amindy Barokah), after that was reported to the local government periodically. *Sighted: neraca LB3 triwulan I; record LB3 triwulan I; receipt submission LB3 to PT Amindy Barokah dated March, 10/2017; ex chemical containers manifest No. ZF 0008538 covered 69 kg; truk number KB 8331 MO; receipt LB3 report to local government dated Jan, 02/2017.*

#### 5.3.3

The Company has conducted in accordance with the waste management plan, it can be seen from the field observation and interviews, as follows:

- Based on field observation on the housing estate and mill, known domestic waste is collected in the available bins and then disposed to landfill area (TPAS).
- Based on field observation on the clinic, known clinical waste is collected in a special place and handed over to Hospital in Sambas to be destroyed.
- Based on field observation on Mill, known that the fibers and shell is used as fuel to reduce fossil fuel consumption and maximize renewable energy.
- According to interviews with local community and field observation known that EFB is not burned.

<b>Status: Comply</b>
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### 5.4

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

Based on field observation in Blang Simpo POM, fibers and shell used as fuel to reduce fossil fuel consumption and maximize renewable energy. Energy (kWh) generated from the turbines of 271.387. Total FFB period January 2016 to February 2017 of 46.533 tons. Boiler operator wearing PPE while working.

<b>Status: Comply</b>
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### 5.5

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

The certificate holder has a policy of land preparation carried out without the burn that stated in Agricultural Reference Manual (ARM) Policy No. 110/EST-ARM/08, Section 3. Procedure explained that land clearing technique done by mechanically without burning.

Based on field visits in replanting activities at Tamiang Estate Division 2 Block B08, it is known that replanting activities carried out by using Excavator with trunk chopping system.



**Replanting area at Tamiang Estate Divisi 2 Blok B08**

**Status: Comply**

## 5.6

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

#### **5.6.1 & 5.6.2**

The Company has recorded all the activities of pollution and GHG emissions. Sources of pollution and emissions of activities such as fertilizers activities, pesticides activities, transportation activities, generator activities, boiler activities, and waste water treatment activities.

The Company has implemented GHG mitigation in accordance with the plan, among other things: no land clearing after 2005, fertilizers use in accordance with the recommendation of leaves and soil analysis, applying the concept of IPM, repair the machine regularly, utilization of renewable energy and air quality test regularly, waste water treatment on the IPAL and waste water treatment plants test regularly.

#### **5.6.3**

The Company has conducted smoke emissions test in the Boiler and Generator Mill period from July to December 2016, which is performed at an accredited institutions (Laboratory of environmental agency, Sumatra Utara Province). The test results are in accordance with national regulation (KepmenLH No 7/1996 and KepmenLh No. 13/2009).

The company also conducted noise level on front office, housing complex, process room, engine room periode July - Desember 2016. The test results are in accordance with national regulation (KepmenLH No 48/1996 < 70 dB).

Blang Simpo POM and estate suppliers (Blang Simpo-01 Estate, Blang Simpo-02 Estate, Tamiang Estate and Batang Ara Estate) has calculated GHG emissions period 2016 using the RSPO PalmGHG calculator.

<b>Emission per product</b>	<b>tCO2e/t Product</b>
CPO	5.92
PK	5.92

<b>Production</b>	<b>t/year</b>
FFB processed	43345.01
CPO produced	8994.25
PK produced	1581.85

<b>Extraction</b>	<b>%</b>
OER	20.75
KER	3.65

<b>Land use</b>	<b>Ha</b>
Planted area	6345.15
Planted on peat	0
Conservation Blang Simpo Estate 01 (forested)	149.26
Conservation Blang Simpo Estate 01 (non-forested)	0
Conservation Blang Simpo Estate 02 (forested)	591.19

Conservation Blang Simpo Estate 02 (non-forested)	0
Conservation Tamiang Estate (forested)	5.45
Conservation Tamiang Estate (non-forested)	0
Conservation Batang Ara Estate (forested)	180.84
Conservation Batang Ara Estate (non-forested)	0

**Summary of field emission and Sinks**

Description	Own		Group		3 <sup>rd</sup> party	
	tCO2e	tCO2e/t FFB	tCO2e	tCO2e/t FFB	tCO2e	tCO2e/t FFB
Emissions Sources						
Land conversion	45170.03	1.04	0	0	0	0
CO2 emissions from fertilizer	56416.1	1.3	0	0	0	0
NO2 emissions	2715.26	0.06	0	0	0	0
Fuel consumption	850.43	0.02	0	0	0	0
Peat oxidation	0	0	0	0	0	0
Sinks			0	0	0	0
Crop sequestration	-40391.67	-0.93	0	0	0	0
Sequestration in Conservation area	-8498.2	-0.2	0	0	0	0
<b>Total</b>	<b>56261.95</b>	<b>1.3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Status: Comply**
**PRINCIPLE #6 Responsible consideration of employees and of individuals and communities affected by growers and mills**
**6.1**

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

**6.1.1**

The Certificate Holder has document of Social Impact Assessment. The assessment process was done on November till December 2009 and the scope of study are impact of plantation and mill operation to workers and community adjacent of plantation area. The assessment and reported was finalized by Pollito Consultant on January 2010. These document was explained of negative and positive impact of plantation and mill operation to social aspect and the recommendation for negative impact reduction and increasing of positive impact. There was showed also the minutes meeting of consultation process with community surround. The evidence was consist of Attendant List of village member on Focus Group Discussion as phase of data gathering for Social Impact Assessment Report.

In February 2012 also conducted Brief Study of Impact of Replanting to Social Environment of PT Padang Palma Permai (Tamiang Estate, Blang Simpo 1 & 2 Estate). The study was carried out by Aksenta consultant. The study was describes the stages of replanting, and indication of any impact replanting which can affect to the environmental and social conditions, both in the around of replanting area and area surround of plantation area. The study is aim to identify the environmental and social impacts, activities that become the source of the impact, components and or the parties potentially affected, options to mitigate environmental and social impacts.

Based on interview with surrounding community (Kebun Tanah Terban, Tualang Pateng and Kebun Batang Ara Village), There were no significant issues of the conflict between the company and related parties (especially the surrounding community)

**6.1.2**

The Social Impact Assessment has been done with involve of related party, consist of community surround, head of village and informal leader (customary leader). There was showed documentation of assessment process, for instance the Attendant List of data gathering in village surround of Tamiang Estate on 5 Januari 2010.



### 6.1.3

The Certificate Holder was shown the document of social impact 2016 (PT Padang Palma Permai and PT Perkebunan Sri Kuala) and the program for mitigate the social impact. These document derived from the results of consultations with village communities. In the program there is a village location and the type of activities to be conducted by the company.

### 6.1.4

The Certificate Holder was shown the document of Identification Plan and Social Impact Program with community surround (Gampong Seunebok Lapang, Lubuk Pempeng and Tualang Pateng). However there was no comprehensive evidence that the plan was reviewed with the participation of all affected parties. **Non-conformity 2016.11 with Minor category upgrade to Major category**

### 6.1.5

Until ASA-4 Blang Simpo factory with own estate suppliers bases, consist of PT Padang Palma Permai (Tamiang Estate, Blang Simpo-1 & 2 Estate) and PT Perkebunan Sri Kuala (Batang Ara Estate), not yet implement the program of smallholder schemes.

6.1.4	Non-conformity 2016.11 with Minor category upgrade to Major category
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## 6.2

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

### 6.2.1

The certificate holder has procedure of communication and consultation with the communities the estate described in SOP Communications / Consultation with Communities (RSPO / 6.2 / KKM). The procedure explained If there is something that would communicate with the public via the manager unit. Kasie should record the incoming mail in the Communications Register or guide book consultation with the community.

Based on interview with stakeholder from village known that they already knew how to communicate with the company.

### 6.2.2 & 6.2.3

The certificate holder has a special officer responsible for consultation with local communities and government as PR (Staff Plantation Services Department). Certificate holder has a list of stakeholder that consist of local government, department, agencies Government, minister of Environment, NGO, public, Ulama Consultative Assembly, Buyer CPO and Kernel, contractor, vendors / suppliers, school, insurance and banking

Status: comply
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## 6.3

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

### 6.3.1

The company has system for dealing the dispute and complaint. These system was refer to several procedures, consist of ;Public Complaints Handling Procedure (SOP/PKM/05, Revision 02, dated April 1, 2016); Employee Complaints Procedure(KK/06/V/PPP-PSK-PSS/12); Communications/Community Consultations Procedure (KKM/07,Revision 02,dated April 1, 2016). These procedures, also equipped with a Flow Chart Redress

These procedure was explained that the company will protect the whistleblower and there are no sanction for them. When the cases did not handled enough in estate unit, the cases will continue to next level of management, including to jurisdiction level or another way (including RSPO system) based on the agreement each parties. These procedure was completed with flow chart of Form of Complaint Handling Data.

### 6.3.2

Based on verification of complaint document and information by management unit representative that known in period of one year from ASA-3 till ASA-4, there was no grievances from another parties. Stakeholder consultation with external stakeholders consist of related agency in East Aceh District, Head of Village and community representation adjacent the plantation area (Kebun Tanah Terban and Tualang Pateng Village in Padang Palma Permai Estate), Head of Village in Kebun Batang Ara Village in area of PT Perkebunan Sri Kuala, and Local Contractor, and also *focus group discussion* (FGD) with internal stakeholder (Gender Committee and Workers Union), there was no significant complaint from related



parties.	
	<b>Status: Comply</b>
<b>6.4</b> <b>Any negotiations concerning compensation for loss of legal or customary rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.</b>	
<b>6.4.1 &amp; 4.6.2</b> <p>The company has Procedure of Land Occupation Compensation (Policy No. 343/PSD-OKUP/11) was revised based on from related parties.. These procedure explained that in the processes of compensation or restitution of land, the company guided by the Social Policy document Minamas Plantation outlined in Sustainable Plantation Management Guideline No. Policy: 724 / TQEM-SPMS / 09, Rev.00, dated August 27, 2010 page 13 point 3: Plantation Upstream Indonesia ensure that any negotiations relating to compensation for the loss of the rights of a person authorized under the Act has been made with a documented system that enables local communities and other stakeholders to express their opinion through their own representative institutions. Likewise in land acquisition procedures Occupational (Policy No. 343 / PSD-OKUP / 11), explained that the land acquisition occupational Negotiations with land owners (based on legal documents) carried by the Manager of Plantation Services-Region and Manager Estate and witnessed by officials village or related parties.</p> <p>The Procedure of Land Occupation Compensation as guidance for land compensation process. The documents requirement in land compensation shall signed by land owner, management unit representative, Head of sub District, Notary and Head of Village. These documents shall included of photograph, Map, Letter of land release by the owner, Official Report was signed by related parties consist of land owner and management unit representative, witnessed by Head of Village and Sub District. The process of payment for land or land compensation shall completed with receive and photograph as documentation evidence.</p>	
<b>6.4.3</b> <p>The company was documented all of land compensation process. The documentation comprise of Map, Negotiation result (minutes of meeting), Land Release Letter, Payment Receive was filled in estate office based on land location. Based on Information Request Procedure (RSPO/1.1/PI), the documentation of land compensation process are categorized as limited access and should approved by Plantation Service Department and Manager of Estate if any related parties will access this document. Theses document can access with letter of Information Request from another parties to the company.</p>	
	<b>Status: Comply</b>
<b>6.5</b> <b>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.</b>	
<b>6.5.1</b> <p>Minimum wage has been determined by Aceh Governor Decree No. 60 in 2015 for province of Aceh. This wage includes the value of the rice supply for its own workers by 15 kg per month.</p> <p>Based on interviews with the workers in the BAE division III, wages in February 2017 consisted of: wages Rp 2,118,500</p> <ul style="list-style-type: none"> <li>hours of work seven hours a day (from at 04:30 to 06:30 and 18:00 to 23:00) on Monday-week, fixed rake-off Rp 392,000.</li> </ul> <p>Based on calculations, it is not in accordance with the calculation of overtime hours / overtime, however a fixed premi calculation for BAE generator operator not in accordance with the calculation of overtime. <b>Non-conformity No. 2017.09 with Major category</b></p>	
<b>6.5.2</b> <p>At the time of the field visit in Blang Simpo Mill, auditors conduct interviews with workers at the sorting / grading. Based on the interviews it is known that workers had worked more than 15 days. In contract workers agreement states that working hours are informed 9 hours. It is not supported by the provision of appropriate minimum wage specified working hours. <b>Non-conformity No. 2017.10 with Major category</b></p>	
<b>6.5.3</b> <p>The certificate holder provides facilities for the welfare of workers, such as housing, clean water, electricity is available 24 hours and subsidizing the cost of electricity from the company, places of worship, educational facilities, clinics, sports grounds. According to field observation in BLE-2 housing complex, auditor sighted in well conditions and functioned. i.e. sanitary, building, front yard, toilet, bedroom, rooftop, etc.</p>	

**6.5.4**

Workers get easy access to decent groceries, sufficient and affordable. The Company does not prohibit grocers daily needs from the outside to sell in an housing place. Based on site visits and interviews in the housing of workers, on thursday there is little market around housing which sells basic food needs and supporting a fairly complete. Furthermore, there is no difficulty to access food.

**6.5.1 Status: Non-conformity No. 2017.09 with Major category**

**6.5.2 Status : Non-corfomity No.2017.10 with Major category**

**Open**

**6.6**

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

**6.6.1**

The Company shall respects the rights of all workers to form and join the trade unions of their choice and to bargain collectively trough social policy dated Desember 2011. This policy concerning freedom of association in the organization of workers. During stakeholder consultation with manpower and transmigration agency of East Aceh Regency, this organization has been registered and approved officially. Based on interviews with the head of labor unions of Tamiang Estate and Batang Ara Estate noted that the company has facilitated the establishment of labor unions and personnel to understand the functioning of the union.

**6.6.2**

The meeting between the company and labour union is conducted periodically or where there is a significance issue raised. The latest minutes of meeting was held on 6<sup>th</sup> March 2017, related on fulfillment of working hours. All the records of meeting are well documented and available in place.

**Status: comply**

**6.7**

**Children are not employed or exploited.**

**6.7.1**

The results of documents employee list shows that no worker under the provisions of the minimum age set by the company. Based on field observations in TME, BAE, and BSE-2 no employees who are under 18 years old. Auditor did not sight were any harvester accompanied by the wife or children during the field observation (force to work). Also based on interviews of employees also understand that the minimum age for employees to be hired at least 18 years old.

**Status: comply**

**6.8**

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

**6.8.1**

The Company has a policy regarding anti-discrimination. Based on interviews with employees, it is known that workers are very diverse origin, ethnicity, background, education, gender, and religion. Interviews with union and village revealed that the company open up employment opportunities for the community. This can be considered as a positive value on the company's presence in local communities. No complaints related to discrimination of employees and the local community. The Company provides equal employment opportunities to the community.

**6.8.2**

Document review and interviews with management representative, it was explained that recruitment of the employees is based on identifying the needs of manpower. It is no discrimination involving gender, religious, ethnic origin and background all meet the criteria required by the company. All prospective employees have the right to employment in accordance with the requirements specified. Moreover, interviews with workers (harvester, manual weeding, warehouse officer, paramedic, etc.), also revealed that there is no indicating of discrimination issue.

**6.8.3**

The company indicated employee performance appraisal form contract in which the aspects that include discipline, quality work, cooperation, quantity work, work attitude and activity. Workers have the same opportunity in improving career. Promotion of employees based on skills, abilities, health and quality required by the job position.

**Status: comply**

**6.9**
**There is no harassment or abuse in the work place, and reproductive rights are protected.**
**6.9.1**

Company has a policy to prevent sexual assault and sexual harassment, which is stated in Head Plantation Upstream Indonesia Desember 2011. This policy regulates the socialization efforts to prevent sexual assault for the entire personnel. Beside that, Company has a policy to protect reproductive right of the entire personnel, especially female personnel. Based on interviews with the member gender committee of TME/BAE known that until now there has never been reports related sexual harassment and violence against women employees.

**6.9.2**

Based on interview with gender committee's representatives, female personnel and midwives, it's known that personnel received menstrual leave for 2 days and maternity leave for 45 days before and after birth. Menstrual examination is conducted in polyclinic, and midwives will provide copy of menstrual leave recommendation letter for personnel to be submitted to her supervisor.

**6.9.3**

Certificate holder has a mechanism to handle sexual assault case which was prepared by gender committee personnel and the board of female personnel commission (SPSI). The mechanism is: sexual assault report (written or oral) to gender committee and SPSI, then assessment by unit head (assisted by gender committee and SPSI) last, resolution in a form of penalty or legal solution to closed.

<b>Status: comply</b>
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**6.10**
**Growers and mills deal fairly and transparently with smallholders and other local businesses.**
**6.10.1 & 6.10.2**

Until ASA-4 the Blang Simpo Factory did not buy FFB from outsider, all of FFB was supplied from four own estate, consist of PT Padang Palma Permai (Tamiang Estate, Blang Simpo 1 & 2 Estate) and PT Perkebunan Sri Kuala (Batang Ara Estate)

**6.10.3**

There was shown sample of work agreement between Blang Simpo Factory with local contractor Number: TME/LKL/2016/XII/15-DT (Regional /Local), dated December 30, 2016. These work agreement describe about FFB transport service by CV Bina Mandiri will loading the FFB from plantation area to palm oil mill area. The agreement document was signed both of Blang Simpo Factory and the chairman of CV Bina Mandiri. These document also explained of responsibilities both of parties, payment system and requirement of safety and health, all of parties was filled the document. Based on document verification, interview with company representation and the local contractor CV Bina Mandiri staff that knowed the local contractor was understand of contract before signed. Both of parties, the company and the local contractor was filled the agreement.

**6.10.4**

The payment process to local contractor was transfer via Bank. There was observed examples of document payment process for FFB Transport period of December 29, 2016 till 31 January 2017 of Blang Simpo Factory to CV Bina Mandiri, payment date on February 20, 2017. Based on interview with representation staff of CV Bina Mandiri that knew of payment process was carry out consistently every middle of month ( on date of 20 ).

<b>Status: Comply</b>
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**6.11**
**Growers and millers contribute to local sustainable development wherever appropriate.**
**6.11.1**

The company has contributed to local development in the CSR program in the social sector such as fund for religious activities in the months of August to December 2016. Certificate holder record sheet consultation social village community for example result of communication the needs of the village over installation of fresh water, space to study religion and the making of drains.

**6.11.2**

Based on the IUP document, the company has no obligation to build smallholdings.

	<b>Status: Comply</b>	
<b>6.12</b>		
<b>No forms of forced or trafficked labour are used.</b>		
<b>6.12.1; 6.12.2 &amp; 6.12.3</b>		
<p>Document review and interviews with workers revealed that no migrant labour. There is no forced labour and illegal workers. The mechanism of human resources management system in the company shows that every worker has a work agreement and to work in accordance with the division of labour in the labour agreement. According to interviews with workers revealed that they are working with the place and the division of tasks in the work order.</p> <p>Based on field observations and interviews with workers, there is no forced and illegal workers. They are working of task in the work order. Auditor did not sight were any harvester accompanied by the wife or children during the field observation (force to work).</p>		
	<b>Status: Comply</b>	
<b>6.13</b>		
<b>Growers and millers respect human rights</b>		
<b>6.13.1</b>		
<p>Policy to respect the human rights set out in the memorandum No. ist / int / II / 2017 dated February 2, 2017 from the Chairman SOU 18 Blang Simpo to the entire staff at the SOU 18 on respect for human rights. Until the audit carried out no reported cases of human rights violations.</p>		
	<b>Status: Comply</b>	
<b>PRINCIPLE #7 Responsible development of new plantings</b>		
<b>7.1</b>		
<b>A comprehensive and participatory independent social and environmental assessment is undertaken prior to establishing new plantings or operations, or expanding existing ones, and the results incorporated into planning, management and operations.</b>		
<b>7.1.1</b>		
<p>Until the ASA-4, PT Padang Palma Permai (Tamiang Estate, Blang Simpo-1 Estate, Blang Simpo-2 Estate) and PT Perkebunan Sri Kuala (Batang Ara Estate) does not extend of new plantation area. There are only a replanting activities that have been conducted since 2011.</p> <p>Environment analysis document can be seen in <b>Indicator 5.1.1</b></p>		
<b>7.1.2; 7.1.3</b>		
<p>Until the ASA-4, PT Padang Palma Permai (Tamiang Estate, Blang Simpo-1 Estate, Blang Simpo-2 Estate) and PT Perkebunan Sri Kuala (Batang Ara Estate) does not extend of new plantation area. There are only a replanting activities that have been conducted since 2011</p> <p>Management and environmental monitoring that has been done by the company can be seen in <b>Indicator 5.1.2 and 5.1.3</b></p>		
	<b>Status: Comply</b>	
<b>7.2</b>		
<b>Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.</b>		
<b>7.2.1 &amp; 7.2.2</b>		
<p>Until the ASA-4, PT Padang Palma Permai (Tamiang Estate, Blang Simpo-1 Estate, Blang Simpo-2 Estate) and PT Perkebunan Sri Kuala (Batang Ara Estate) does not extend of new plantation area. There are only a replanting activities that have been conducted since 2011</p>		
	<b>Status: Comply</b>	
<b>7.3</b>		
<b>New plantings since November 2005, have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.</b>		
<b>7.3.1; 7.3.2; 7.3.3</b>		
<p>To ensure that no new planting primary forest or HCV area, Sime Darby Plantations has done reporting Disclosure Liability and Land Use Change Analysis (LUCA). On December 2/2014, Sime Darby Plantations have shown progress in the submission of land use change analysis results in accordance to the RSPO remediation and compensation procedure. Based on these reports obtained information that the PT Padang Palma Permai (Tamiang Estate, Blang Simpo-1 Estate,</p>		

Blang Simpo-2 Estate) and PT Perkebunan Sri Kuala (Batang Ara Estate) does not have new planting area after 2005.		
Based on a review of documents and interviews are known until the ASA-4, PT Padang Palma Permai (Tamiang Estate, Blang Simpo-1 Estate, Blang Simpo-2 Estate) and PT Perkebunan Sri Kuala (Batang Ara Estate) does not extend of new plantation area. There are only a replanting activities that have been conducted since 2011.		
	<b>Status: Comply</b>	
<b>7.4</b>		
<b>Extensive planting on steep terrain, and/or on marginal and fragile soils, is avoided.</b>		
<b>7.4.1 &amp; 7.4.2</b>		
Until the ASA-4, PT Padang Palma Permai (Tamiang Estate, Blang Simpo-1 Estate, Blang Simpo-2 Estate) and PT Perkebunan Sri Kuala (Batang Ara Estate) does not extend of new plantation area. There are only a replanting activities that have been conducted since 2011		
	<b>Status: Comply</b>	
<b>7.5</b>		
<b>No new plantings are established on local peoples' land without their free, prior and informed consent, dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.</b>		
<b>7.5.1</b>		
Until the ASA-4, PT Padang Palma Permai (Tamiang Estate, Blang Simpo-1 Estate, Blang Simpo-2 Estate) and PT Perkebunan Sri Kuala (Batang Ara Estate) does not extend of new plantation area. There are only a replanting activities that have been conducted since 2011		
	<b>Status: Comply</b>	
<b>7.6</b>		
<b>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.</b>		
<b>7.6.1, 7.6.2, 7.6.3, 7.6.4, 7.6.5 &amp; 7.6.6</b>		
Until the ASA-4, PT Padang Palma Permai (Tamiang Estate, Blang Simpo-1 Estate, Blang Simpo-2 Estate) and PT Perkebunan Sri Kuala (Batang Ara Estate) does not extend of new plantation area. There are only a replanting activities that have been conducted since 2011		
	<b>Status: Comply</b>	
<b>7.7</b>		
<b>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.</b>		
<b>7.7.1 &amp; 7.7.2</b>		
Until the ASA-4, PT Padang Palma Permai (Tamiang Estate, Blang Simpo-1 Estate, Blang Simpo-2 Estate) and PT Perkebunan Sri Kuala (Batang Ara Estate) does not extend of new plantation area. There are only a replanting activities that have been conducted since 2011		
	<b>Status: Comply</b>	
<b>7.8</b>		
<b>New plantation developments are designed to minimise net greenhouse gas emissions.</b>		
<b>7.8.1; 7.8.2</b>		
Until the ASA-4, PT Padang Palma Permai (Tamiang Estate, Blang Simpo-1 Estate, Blang Simpo-2 Estate) and PT Perkebunan Sri Kuala (Batang Ara Estate) does not extend of new plantation area. There are only a replanting activities that have been conducted since 2011.		
Calculation of GHG emissions can be seen in <b>Indicator 5.6.3</b>		
	<b>Status: Comply</b>	
<b>PRINCIPLE #8 Commitment to continuous improvement in key areas of activity</b>		

**8.1**

**Growers and millers regularly monitor and review their activities and develop and implement action plans that allow demonstrable continuous improvement in key operations.**

The company has conducted continuous improvement action:

**Environmental aspect**

Waste water quality test periodically, water quality test periodically, observation of endangered species periodically, and stored hazardous waste storage approved by local government. The test results periodically sent to the Local Government

**Social Impact Assessment**

In addition to Social Impact Assessment have been conducted in 2010, the company has also conducted a review of existing plans. It has been shown documents the social impact and the program in 2016 of PT Padang Palma Permai and PT Perkebunan Sri Kuala derived from the results of consultations with communities surround. In the program there was describe the village location and the type of activities will do by the company.

The Certificate Holder has been done Brief Study of Impact of Replanting to Social Environment of PT Padang Palma Permai (Tamiang Estate, Blang Simpo 1 & 2 Estate). The study was carried out by Aksenta consultant on February 2012. The study was describes the stages of replanting, and indication of any impact replanting which can affect to the environmental and social conditions, both in the around of replanting area and area surround of plantation area. The study is aim to identify the environmental and social impacts, activities that become the source of the impact, components and or the parties potentially affected, options to mitigate environmental and social impacts.

**Status: Comply**



**3.2 Summary of Assessment Report of Supply Chain Requirements**

Clause	(Module D) CPO Mills – Identity Preserved Requirements													
D1	Definition													
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.														
Until ASA-4, Blang Simpo Factory only received and processed FFB from certified plantation. The FFB supplied from four own estate, consist of PT Padang Palma Permai (Tamiang Estate, Blang Simpo-1 Estate, Blang Simpo-2 Estate) and PT Perkebunan Sri Kuala (Batang Ara Estate). The volume of FFB accepted from 3 May 2016 to 7 March 2017 (ASA-4) was described on table below :														
<table><tr><th>FFB Sources</th><th>Volume (Ton)</th></tr><tr><td>Tamiang Estate</td><td>11,216</td></tr><tr><td>Blang Simpo 1 Estate</td><td>14,380</td></tr><tr><td>Blang Simpo 2 Estate</td><td>7,685</td></tr><tr><td>Batang Ara Estate</td><td>1,558</td></tr><tr><td>Total</td><td>34,840</td></tr></table>			FFB Sources	Volume (Ton)	Tamiang Estate	11,216	Blang Simpo 1 Estate	14,380	Blang Simpo 2 Estate	7,685	Batang Ara Estate	1,558	Total	34,840
FFB Sources	Volume (Ton)													
Tamiang Estate	11,216													
Blang Simpo 1 Estate	14,380													
Blang Simpo 2 Estate	7,685													
Batang Ara Estate	1,558													
Total	34,840													
	Status: Comply													
D.2	Explanation													
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.														
Until ASA-4, Blang Simpo Factory only received and processed FFB from certified plantation. The FFB supplied from four own estate, consist of PT Padang Palma Permai (Tamiang Estate, Blang Simpo-1 Estate, Blang Simpo-2 Estate) and PT Perkebunan Sri Kuala (Batang Ara Estate). The CPO and PK products of Blang Simpo Factory from 3 May 2016 to 7 March 2017 (the implementation of ASA-4) described on table below:														
<table><tr><th>Products</th><th>Actual certified products Period of 3 May 2016 to March 2017 (ton/year)</th><th>Tonnage estimation Of Certified Products Period of 3 May 2016 to 2 May 2017 (ton/year)</th></tr><tr><td>CPO</td><td>7,054</td><td>12,455</td></tr><tr><td>PK</td><td>1,229</td><td>2,027</td></tr></table>			Products	Actual certified products Period of 3 May 2016 to March 2017 (ton/year)	Tonnage estimation Of Certified Products Period of 3 May 2016 to 2 May 2017 (ton/year)	CPO	7,054	12,455	PK	1,229	2,027			
Products	Actual certified products Period of 3 May 2016 to March 2017 (ton/year)	Tonnage estimation Of Certified Products Period of 3 May 2016 to 2 May 2017 (ton/year)												
CPO	7,054	12,455												
PK	1,229	2,027												
	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).														
The Blang Simpo Factory (Minamas Plantation) has been registered of certified products of RSPO (CSPO and CSPK) with e-trace- UTZ, Member ID: RSPO_PO1000000706 and account UID: RSPO_AC1000000734. The mill has been documented certified Crude Palm Oil (CPO) and Palm Kernel (PK). These products was registered as RSPO Certified - Identity Preserve. Based on the data RSPO e Trace period of May 2016 till March 2017, that shown there is no transaction														

of RSPO certified product by Blang Simpo Factory.	
	<b>Status: Comply</b>
<b>D.3</b>	<b>Documented procedures</b>
<b>D.3.1</b>	
<p><b>The site shall have written procedures and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following:</b></p> <p><b>a. Complete and up to date procedures covering the implementation of all the elements in these requirements;</b></p> <p><b>b. The name of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the site procedures for the implementation of this standard.</b></p>	
<p>The Blang Simpo Factory has procedures for the implementation of Supply Chain System. There procedure is a SOP Supply Chain System Products-Identity Preserve (Policy No. 028/PPP,PSK,PSS-SCCS/15, dated March 9, 2017, Revision 03). These procedure has covered all requirements in Modul-D, i.a: Scope of Procedure, Reference of Procedure (has been updated with the new supply chain standard), Flow Process of IP Model, Supply Chain Requirements, Responsible Persons, Identification of Raw Material and Product, Delivering of Product, Certain Condition, Administration and Annexes of Modul - D.. Based on the latest standard reference, this procedure was revised at Point 3 by adding information to Clause D 3.1 refer to latest of RSPO Supply Chain Certification (RSPO BOG on 21 November 20140 and RSPO Rules and market communication and claims (RSPO BOG on June 2015). Responsible persons to ensure the implementation of its procedure at Blang Simpo Factory are Factory Manager and PSQM Officer.</p> <p>There is also a record for training on SCCS, consist of:</p> <ul style="list-style-type: none"> <li>• Attendance List for Supply Chain Certification System (SCCS) training in Blang Simpo Factory, dated 11 April 2015 (28 Participants), Speaker Rinno Ferryno (Plantation Service Quality Management) and picture of training process.</li> <li>• Attendance List for Supply Chain Certification System (SCCS) training in Blang Simpo Factory, dated 11 October 2016 (16 Participants), Speaker Linggar Eko (Plantation Service Quality Management), training material and picture of training process.</li> </ul> <p>Based on interview with related staff, comprise of mill manager, administration staff, grading foreman and the weight bridge staff that indicated they was understand that Blang Simpo Factory only received and processed of certified FFB. All the FFB sources and entry to weight bridge area shall showed the FFB Delivery Note was stamp with RSPO Certified code.</p>	
	<b>Status: Comply</b>
<b>D.3.2</b>	
<p><b>The site shall have documented procedures for receiving and processing certified and non-certified FFBs.</b></p>	
<p>The entire processed FFB in Blang Simpo Factory comes from four own estates (Tamiang Estate, Blang Simpo 1 Estate, Blang Simpo 2 Estate - PT Padang Palma Permai) and (Batang Ara Estate - PT Perkebunan Sri Kuala). The entire processed FFB is 100% certified FFB. The Company has FFB acceptance mechanism by make it mandatory for the driver to show FFB delivery note from each estate. These procedure also included procedure for the weighbridge station, loading ramp, the Sterilizer Station, Tripler and Thresher, Digester Station, Pressing Station, oil room station, Depericarper Station, Nut Cracker Station, Kernel Silo, CPO Dispatch, Palm Kernel dispatch, Boiler House, Power Plant. For the certain condition, if the Mill having sales of FFB to outsider/third party, then the guidance should be refer to SOP FFB Sealed (No. Policy: 502/MKT-TBS/07). For the certain condition, if the Mill having purchase/delivering of certified CPO (CSPO) from affiliate Mills (1 group, different companies) with interco system, then supply chain system used should be the same model (such as IP with IP).</p>	
	<b>Status: Comply</b>
<b>D.4</b>	<b>Purchasing and goods in</b>
<b>D.4.1</b>	
<p><b>The site shall verify and document the volumes of certified and non-certified FFBs received.</b></p>	

Blang Simpo Factory applied the IP supply chain model, where the all raw materials are only sources from certified area. There was shown sample of FFB Delivery Note (Surat Pengantar Buah) and FFB Weight bridge Ticket (Karcis Timbang Buah).

**FFB Delivery Note (Surat Pengantar Buah)**

**Blang Simpo 2 Estate**

Division : II

Block : D002

Tonnage Taxation : 1.950 Kg

Delivery date : 08.03.2017

Serial number for fruit delivery note : 44417001103

Vehicle number : BK 8609BK

Time from estate : 13.00 WIB

Time FFB arrive in mill: 13.25 WIB

Those FFB delivery note was completed with stamp '**RSPO Certified-Identity Preserved**'

**FFB Weight bridge Ticket (Karcis Timbang Buah)**

Ticket : 92175

Supplier: E444 Blang Simpo 2 Estate

Transporter : E4444-Blang Simpo 2 Estate

Product : 0001-FFB A CROP (< 24 Jam)

Vehicle No : BK 8609BK

Driver Name: Iskandar

Driver IC : 700206300043

D.O No: 44417000562

Remarks:

Seal No :

Harvest Date : 08/03/2017

Bunches: 590 R

Estate Wt (Kg) : 1,950

Estate ABW: 21.97

Mil Wt (Kg) : 2,030

Act ABW: 3.44

Those Fruit Weight Ticket (FFB Receipt note) was completed with stamp '**RSPO Certified-Identity Preserved**'

The volume of FFB accepted from 3 May 2016 to 7 March 2017 (ASA-4) was described on table below :

FFB Sources	Volume (Ton)
Tamiang Estate	11,216
Blang Simpo 1 Estate	14,380
Blang Simpo 2 Estate	7,685
Batang Ara Estate	1,558
<b>Total</b>	<b>34,840</b>

**Status: Comply**

**D.4.2**

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

The Blang Simpo Factory acknowledged and claimed the certified product for a year for CPO product: **12,455 ton** and **Palm Kernel : 2,027 ton** period of 3 May 2016 till 2 May 2017.

Based on production date from May 2016 during the ASA 4, total generated CPO and Kernel by Blang Simpo Factory was: **CPO = 7,054 ton** and **Palm Kernel = 1,229 ton**.

The data revealed that the production of CPO and Kernel, which can be claimed by Blang Simpo Factory had not exceeded the projected volume. The management of Blang Simpo Factory as a commitment to provide information to PT Mutuagung Lestari in case there is an exceeding production of CPO and Palm Kernel from the projected volume.

**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.**

The Blang Simpo Factory, has a monitoring report for RSPO certified product (FFB, CPO & PK). Below was monthly production in three months basis.

Month	FFB Receipts	CPO		PK	
		Production	Sold	Production	Sold
May to Jul 2016	16,632	3,346	-	587	-
Aug to Oct 2016	10,570	2,165	-	374	-
Nov 2016 to Jan 2017	5,540	1,133	-	197	-
Feb to March 2017	2,098	410	-	71.3	-
<b>Total</b>	<b>34,840</b>	<b>7,054</b>	<b>-</b>	<b>1,229</b>	<b>-</b>

**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**

Until ASA-4, Blang Simpo Factory does not accept and process FFB from not certified sources. The entire accepted and processed product in Blang Simpo Factory comes from RSPO certified own estate. Based on the available document within the system, it reveals that the document consists of fruit delivery note, weighing ticket, Sales Contract and SIME Weigh program application, which explain the source of FFB (Division, harvesting block, cultivation year, number of bunches) to product such as CPO and PK that 100 % is a certified product (RSPO Certified). The entire document that related to product acceptance and processing have been marked with stamp 'RSPO Certified' with **RSPO CERTIFIED Identity Preserved**

**Status: Comply**

**D.6.2**

**The objective is for 100 % segregated material to be reached**

The entire accepted and processed product in Blang Simpo Factory comes from RSPO certified own estate. Based on the available document within the system, it reveals that the document consists of fruit delivery note, weighing ticket, Sales Contract and SIME Weigh program application, which explain the source of FFB (Division, harvesting block, cultivation year, number of bunches) to product such as CPO and PK that 100 % is a certified product.

Based on documents verification and field visit in Blang Simpo Factory and interview with weigh bridge and grading staff, its known that Blang Simpo Factory processes FFB into CPO and PK, which is 100 % comes from own estate. Verification over Sales Contract and Invoice document showed that the entire sold CPO and PK product is 100 % RSPO Certified product.

**Status: Comply**

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

<b>1.</b>	<b>Evidence of permission or approval certificate and logo from Certification Body which submitted by Client</b>	<b>X or ✓</b>
<b>ASA-4</b>	The Blang Simpo Factory (PT Perkasa Subur Sakti) and four estates supply bases, consist of PT Padang Palma Permai (Tamiang Estate, Blang Simpo-1 Estate, Blang Simpo-2 Estate) and PT Perkebunan Sri Kuala (Batang Ara Estate).has had approval/permit the use of the certificate with the number MUTU-RSPO/026. Sime Darby Plantation Sdn. Bhd. has RSPO Trademark License with number RSPO-1106024. During ASA-4, auditor team has no found of RSPO Trademark Uses and CB's logo.	
	<b>Status: COMPLY</b>	
<b>2.</b>	<b>Implementation of certificate and logo used by Client comply with size and type (shape) against Guideline of Logo Use</b>	<b>X or ✓</b>
<b>ASA-4</b>	The Blang Simpo Factory and four estates supply bases, does not use the logo both in the on-product and off-product.	
	<b>Status: COMPLY</b>	
<b>3.</b>	<b>Implementation of Certificate and Logo is not used on product</b>	<b>X or ✓</b>
<b>ASA-4</b>	The Blang Simpo Factory and four estates supply bases, does not use the logo both in the on-product and off-product.	
	<b>Status: COMPLY</b>	
<b>4.</b>	<b>Controlling of Certificate and Logo, including withdrawing inappropriate logo.</b>	<b>X or ✓</b>
<b>ASA-4</b>	The Blang Simpo Factory and four estates supply bases, does not use the logo both in the on-product and off-product.	
	<b>Status: COMPLY</b>	

### 3.4 Summary of RSPO Partial Certification

Compliance of the uncertified management units of Sime Darby Plantation Sdn Bhd against the rules for partial certification was determined through Self-Assessment in accordance with RSPO Certification System clause 4.2.4. A summary of findings is as stated below

Sime Darby Plantation Sdn Bhd Time Bound Plan is explained in table section 1.10. Sime Darby has achieved 34 management units in Malaysia and 24 Management Units in Indonesia that RSPO certified. Total management unit in Sime Darby Plantation Sdn Bhd are 34 in Malaysia, 25 in Indonesia and 1 in Liberia. Sime Darby Plantation Sdn Bhd has informed the Time Bound Plan progress through representative's office in Indonesia. MUTU has considered that Sime Darby Plantation Sdn Bhd is comply with the RSPO requirement for Time Bound Plan. The Time Bound Plan was revised and declared by the Sime Darby Plantation Sdn Bhd Indonesian representative on June 16th, 2016 by the Head of PSQM.

MUTU has verified partial certification for un-certified unit's subsidiary of Sime Darby Plantation Sdn Bhd based on their Time Bound Plan. MUTU Auditor verified positive assurance against the company internal audit and supporting evidence as well as any information from others sources.

MUTU Auditor has verified company partial certification and concludes that:

- There are significant land conflicts in PT Mitra Austral Sejahtera, there is still an issue that remain unresolved social i.e. from Serikat Petani Kelapa Sawit (SPKS), but improvements are ongoing.
- PT Budidaya Agro Lestari waiting for land title process.
- The company has follow RSPO requirement related to New Planting Procedure and Remediation and Compensation Procedure.
- There is no labour disputes that are not being resolved through an agreed process
- All plantations established since 2005 have been done so in accordance with the applicable laws of the country and that there is no evidence of non-compliance with law in any of the non-certified holdings which has not been declared above

<b>3.4.1 Un-Certified Units or Holdings</b>		
<b>Section</b>	<b>Requirement</b>	<b>Concerns to Discuss, if any</b>
2.2.1	Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	<p><b>Company Group/Holding Statement:</b> Companies are already doing internal audits. There are internal audit reports for each company.</p> <p><b>Auditor Verification:</b> Internal Audit report available for uncertified management unit for example PT Sandika Natapalma – Karya Palma Estate on 10 February 2017.</p>
i.	<p>No replacement after dates defined in NIs Criterion 7.3 of:</p> <ul style="list-style-type: none"> <li>• Primary forest.</li> <li>• Any area identified as containing High Conservation Values (HCVs).</li> <li>• Any area required to maintain or enhance HCVs in accordance with RSPO criterion 7.3.</li> </ul>	<p><b>Company Group/Holding Statement:</b> HCV assessment has been conducted for uncertified units i.e. PT Mitra Austral Sejahtera (by Aksenta in March 2009) and Sime Darby Plantation Liberia operations (by RSPO approved assessors – Dr SK Yap in 2011).</p> <p><b>Auditor Verification:</b> Sime Darby Plantation Sdn Bhd sent disclosure of liability including LUCA analysis to RSPO Secretariat on 2 December 2014 and 2<sup>nd</sup> revision on 24 June 2016. The companies ensuring reporting of disclosure of liability progress to</p>



		RSPO and according to the CB's correspondency with RSPO Remediation and Compensation.
i.	Any new plantings since January 1 <sup>st</sup> 2010 must comply with the RSPO New Plantings Procedure.	<p><b>Company Group/Holding Statement:</b> A new mill will be set up in Liberia and planned for commissioning in February 2016. Preparation to undergo the RSPO Certification process is in progress and SDP targets to undergo RSPO Certification by end 2017. RSPO NPP process has been completed in 2011. Internal assessment against the draft Liberia NI has been completed and closing of gaps is in progress. *Note: RSPO NPP Announcements for SDP can be found at <a href="http://www.rspo.org/certification/new-planting-procedures/public-consultations/page/14">http://www.rspo.org/certification/new-planting-procedures/public-consultations/page/14</a></p> <p><b>Auditor Verification:</b></p> <ul style="list-style-type: none"> <li>Karya Palma Estate (PT Sandika Natapalma) and Baturus Estate (PT Budidaya Agro Lestari) any new planting after January 1<sup>st</sup> 2010 and due to not conduct NPP.</li> <li>RSPO NPP process has been completed in 2011 for a new mill in Liberia.</li> </ul>
ii.	Any Land conflicts are being resolved through a mutually agreed process, e.g. RSPO Grievance procedure or Dispute Settlement Facility, in accordance with RSPO criteria 6.4, 7.5 and 7.6.	<p><b>Company Group/Holding Statement:</b> Sime Darby (Liberia) Plantation Inc. Status: Box G - Close for Monitoring Further details please refer to: <a href="http://www.rspo.org/members/complaints/status-of-complaints/view/46">http://www.rspo.org/members/complaints/status-of-complaints/view/46</a> PT Mitra Austral Sejahtera (Sime Darby Sdn Bhd) Further details please refer to: <a href="http://www.rspo.org/members/complaints/status-of-complaints/view/29">http://www.rspo.org/members/complaints/status-of-complaints/view/29</a></p> <p><b>Auditor Verification:</b> Auditor has verified the supporting evidence of above the company statement. There are land conflict in :</p> <ul style="list-style-type: none"> <li>PT Mitra Austral Sejahtera, this issue are remain being resolved with RSPO dispute settlement facilities</li> <li>PT Bina Sains Cemerlang, this issue was raise on 22 April 2017 and still being process to resolve.</li> </ul>
iii.	Any Labour disputes are being resolved through a mutually agreed process, in accordance with RSPO criterion 6.3.	<p><b>Company Group/Holding Statement:</b> No stakeholder comments or complaints received.</p> <p><b>Auditor Verification:</b></p>

		Auditor has verified the supporting evidence of above the company statement. There are no labour dispute in company unit.
iv.	Any Legal non-compliance is being resolved in accordance with the legal requirements, with reference to RSPO criteria 2.1 and 2.2.	<p><b>Company Group/Holding Statement:</b> None noted. No stakeholder comments or complaints received.</p> <p><b>Auditor Verification:</b> Auditor has verified the supporting evidence of above the company statement. There is any legal non-compliance for PT Budidaya Agro Lestari waiting for land title process.</p>

**3.5 Identification of Findings, Corrective Action, Observations, OFI and Noteworthy Positive Components**
**3.5.1 Identification of Findings, Corrective Actions and Observations at [ASA-3](#)**

CAR No.	Ref. Std.	Findings ( <i>Temuan</i> )	Location ( <i>Lokasi</i> )	Grade	Time Limit ( <i>Batas Waktu</i> )	Corrective Action ( <i>Tindakan Koreksi</i> )	Observation ( <i>Observasi</i> )	Status	Closing date ( <i>Tanggal Closed</i> )
2016.01	RSPO Certification System 4.2.4 c&d	<b>Updating Time-Bound Plan</b> Sime Darby Plantations Bhd. Indonesia, as a member of the RSPO has not made updating yet against RSPO certification assessment Time Bound Plan 2016 related to the status of all units / subsidiaries, including a written statement (justifications) in case of a change of time bound plan of the RSPO certification. This is not in accordance with the RSPO Certification System version 2007 (rev. 2011).	Liaison Office Sime Darby Indonesia	MAJOR	60 days (17 May 2016)	Sime Darby Plantations Indonesia need to update the RSPO certification status of all units / subsidiaries accordance RSPO Certification System version 2007 (rev. 2011).	<ul style="list-style-type: none"> <li><b>Root cause:</b> Miscoordination between management unit and PSQM Jakarta.</li> <li><b>Corrective action (+evidence)</b> PSQM Officer Unit will coordinate and communicate to Jakarta office.</li> <li><b>Preventive action:</b> PSQM officer at unit level will made monitoring of all relevant documents and update with others department. Jakarta office will make updating of TBP periodically and shared to all units.</li> <li><b>Auditor conclusion:</b> <b>Auditor observation dated 20 May 2016.</b> Sime Darby Indonesia Upstream has provide an updating Time Bound Plan as well as justification against the uncertified units, i.e: - PT. Bahari Gembira Ria: on progress of renewal MoU.</li> </ul>	CLOSED	20 May 2016

CAR No.	Ref. Std.	Findings ( <i>Temuan</i> )	Location ( <i>Lokasi</i> )	Grade	Time Limit ( <i>Batas Waktu</i> )	Corrective Action ( <i>Tindakan Koreksi</i> )	Observation ( <i>Observasi</i> )	Status	Closing date ( <i>Tanggal Closed</i> )
							<ul style="list-style-type: none"> <li>- PT. Bersama Sejahtera Sakti: New project of scheme smallholders (KKPA Maju Bersama). Crop status is immature.</li> <li>- PT. Ladangrumpun: New project of scheme smallholders (SAP). Crop status is immature.</li> <li>- PT. Mitra Austral Sejahtera: RSPO Review Dispute Task Forces process.</li> <li>- PT. Sime Indo Agro: ongoing process of legal status of land.</li> <li>- PT. Sandika Natapalma: ongoing process on relevant licenses.</li> <li>- PT. Budidaya Agro Lestari: land permit received on 2015, other licenses are still ongoing process.</li> <li>- PT. Guthrie Pecconina: Land Use Right (HGU) still ongoing process and Bank loan from smallholders is unfinished paid.</li> </ul> <p>According to above corrective action and evidence, this NC stated COMPLY.</p>		

CAR No.	Ref. Std.	Findings ( <i>Temuan</i> )	Location ( <i>Lokasi</i> )	Grade	Time Limit ( <i>Batas Waktu</i> )	Corrective Action ( <i>Tindakan Koreksi</i> )	Observation ( <i>Observasi</i> )	Status	Closing date ( <i>Tanggal Closed</i> )
2016.02	2.1.1	<p><b>Compliance to relevant applicable laws and regulations.</b> Based on the documents verification and interviews with workers known that the certificate holder are not fully applied the applicable law requirements of Occupational Health and Safety Regulation aspects, namely</p> <ul style="list-style-type: none"> <li>- Welder Operator in Tamiang Estate and Batang Ara Estate has not competency license/certificate which referred to Manpower Regulation (Peraturan Menteri Tenaga Kerja) No. 2 Year 1982.</li> <li>- Annual Medical Surveillance for period 2015 – 2016 in both units (mill and estates) has not conducted.</li> </ul>	Mill and Estates	MAJOR	60 days (17 May 2016)	The certificate holder must show sufficient evidence that has implemented all regulations about Occupational Health and Safety Regulation especially related to welder operator and medical surveillance of employees.	<ul style="list-style-type: none"> <li>• <b>Root cause:</b> <ul style="list-style-type: none"> <li>- Training for Welder operator has not been conducted due to current welder is a new operator since January 2016. While the welder training schedule will held in June 2016.</li> <li>- Medical surveillance was delayed from certain schedule on October 2015, due to previous doctor was resigned and replaced by paramedic that have not records on previous schedule.</li> </ul> </li> <li>• <b>Corrective action (+evidence)</b> <ul style="list-style-type: none"> <li>- Certificate holder has submitting for welder training to PT. Arpindo Pratama. Registering letter No. 271/SK/AP/V/2016 tanggal 9 Mei 2016, dated 9 May 2016 is available. Training will be held on 25-29 May 2016.</li> <li>- Certificate holder has shown the evidence of corrective action as medical surveillance report cooperate with Pertamina Hospital (PT. Pertamedika) dated 12 April 2016. Types of examination are audiometric, spirometric and blood testing for</li> </ul> </li> </ul>	CLOSED	10 May 2016



CAR No.	Ref. Std.	Findings (Temuan)	Location (Lokasi)	Grade	Time Limit (Batas Waktu)	Corrective Action (Tindakan Koreksi)	Observation (Observasi)	Status	Closing date (Tanggal Closed)
							<p>74 workers. Evaluation report of 32 workers that indicated were exposed is available.</p> <ul style="list-style-type: none"> <li><b>Preventive action:</b> <ul style="list-style-type: none"> <li>- Updating of all licenses and workers competencies shall be done by section head of each operational units.</li> <li>- Carrying out of medical surveillance with appropriate schedule.</li> </ul> </li> <li><b>Auditor conclusion:</b></li> </ul> <p><b>Observation on 10 May 2016</b></p> <p>According to the evidences provide by the Certificate Holder, the nonconformity has been fulfilled.</p>		
2016.03	4.2.1	<p><b>Fertilizer Used Records</b></p> <p>The certificate holder has plans application of fertilization for budget year July 2015 - June 2016 based on Minamas Research Centre recommendation. But based on documents verification, known that the actual recording of fertilizing in Blang Simpo Estate-1 is not in accordance with the MRC recommendations. Moreover, there is no provable</p>	Estates	Minor	ASA-4	<p>The certificate holder must implement Best Management Practice Agronomy of fertilization in accordance with established procedures, and should be based on research.</p>	<ul style="list-style-type: none"> <li><b>Root cause:</b> <p>Old stock of fertilizer were placed in store (aging stock) and based on management instruction that fertilizer must be applied.</p> </li> <li><b>Corrective action (+evidence)</b> <p>The company has shown evidence of an email on 20 november 2015, namely the direction of the use of fertilizers from Indonesia Head Plantation Upstream Operations of the</p> </li> </ul>	CLOSED	24 March 2016

CAR No.	Ref. Std.	Findings ( <i>Temuan</i> )	Location ( <i>Lokasi</i> )	Grade	Time Limit ( <i>Batas Waktu</i> )	Corrective Action ( <i>Tindakan Koreksi</i> )	Observation ( <i>Observasi</i> )	Status	Closing date ( <i>Tanggal Closed</i> )
		<p>explanation and evaluation related to it.</p> <p>For example: there was no recommendation in that period for fertilizer type of CCM 44 (12% N; 6% P; 22% K; 3% Mg), however a number of 4.90 MT of its fertilizer was applied upto February 2016.</p>					<p>clearance of old stock of fertilizer by Aceh Area. In the directives described in the email fertilizer use old stocks to be used and full applied.</p> <ul style="list-style-type: none"> <li><b>Preventive action</b> Fertilizer application shall be appropriate with research recommendation.</li> <li><b>Auditor conclusion:</b> <b>Observation auditor 24 March 2016</b></li> </ul> <p>.Based on the above explanation in mind that the difference between actual and recommendations derived from the evaluation of Head Plantation Operations Upstream Indonesia. This Nonconformity has been closed.</p>		
2016.04	4.6.6	<p><b>Pesticide Waste Management</b></p> <p>Based on the field observation in BSE1 known that there is hazardous waste stored in an unauthorized warehouse.</p>	Estates	MAJOR	60 days (17 May 2016)	The company should be able to show the evidence of hazardous waste management is in accordance with the applicable SOP.	<ul style="list-style-type: none"> <li><b>Root cause:</b> Less of understanding related to hazardous waste management by the warehouse officer at BSE-1.</li> <li><b>Corrective action (+evidence)</b> <ul style="list-style-type: none"> <li>Briefing of awareness to the warehouse officer on 19 March 2016. Whilst, the certificate holder has provide the evidence</li> </ul> </li> </ul>	Closed	24 March 2016

CAR No.	Ref. Std.	Findings (Temuan)	Location (Lokasi)	Grade	Time Limit (Batas Waktu)	Corrective Action (Tindakan Koreksi)	Observation (Observasi)	Status	Closing date (Tanggal Closed)
							<p>by letter 001/BSE-1 /II/2016, dated February 1, 2016 regarding the management of hazardous waste in hazardous waste warehouse. In the letter stating that all waste is sent to hazardous waste warehouse at BSE-2 And hazardous waste must be sent every two week and be record at logbook hazardous waste material.</p> <ul style="list-style-type: none"> <li>- Minutes of hazardous containers deliveries to permitted storage at BSE-2. The minutes dated 18 March 2017 with volume 127 containers.</li> <li>• <b>Preventive action:</b> Supervising to all hazardous storage officers by administration staff to be aware and obey the procedures and relevant regulation relating to hazardous waste management.</li> <li>• <b>Auditor conclusion:</b></li> </ul> <p><b>Observation auditor 24 March 2016</b></p> <p>Based on above evidence and explanation, the company has been manage hazardous waste with send</p>		

CAR No.	Ref. Std.	Findings ( <i>Temuan</i> )	Location ( <i>Lokasi</i> )	Grade	Time Limit ( <i>Batas Waktu</i> )	Corrective Action ( <i>Tindakan Koreksi</i> )	Observation ( <i>Observasi</i> )	Status	Closing date ( <i>Tanggal Closed</i> )
							the hazardous waste at hazardous waste warehouse which have permit in accordance with company SOPs Nonconformity has been <b>closed</b>		
2016.05	4.6.11	<b>Annual Medical Surveillance for Agrochemical Operators</b> The certificate holder has not checked out a periodic medical surveillance of employees and specific medical examination of agrochemical operator for-year period 2015-2016.	Estates	MAJOR	60 days (17 May 2016)	The certificate holder have to show a sufficient evidence of medical surveillance of employees and specific medical examination of agrochemical operator	<ul style="list-style-type: none"> <li><b>Root cause:</b> <ul style="list-style-type: none"> <li>Medical surveillance was delayed from certain schedule on October 2015, due to previous doctor was resigned and replaced by paramedic that have not records on previous schedule.</li> </ul> </li> <li><b>Corrective action (+evidence)</b> <ul style="list-style-type: none"> <li>The certificate holder has demonstrated evidence of corrective action in the form of health examination results of pesticide operator in BSE1, in collaboration with the Sultan Abdul Aziz Shah Peureulak Hospital on March 11, 2016. Based on the verification is known that there are four employees of operator who follow the medical examination, the components examined were hematological and blood test, on the advice column it is advisable to check cholinesterase.</li> </ul> </li> </ul>	CLOSED	22 April 2016

CAR No.	Ref. Std.	Findings ( <i>Temuan</i> )	Location ( <i>Lokasi</i> )	Grade	Time Limit ( <i>Batas Waktu</i> )	Corrective Action ( <i>Tindakan Koreksi</i> )	Observation ( <i>Observasi</i> )	Status	Closing date ( <i>Tanggal Closed</i> )
							<ul style="list-style-type: none"> <li>- Conducting the immediate medical surveillance at Pertamina Hospital (PT. Pertamedika) dated 12 April 2016. Types of examination are audiometric, spirometric and blood testing for 74 workers. Evaluation report of 32 workers that indicated were exposed is available.</li> <li>• <b>Preventive action:</b> Conducting the immediate medical surveillance which refer to appropriate schedule.</li> <li>• <b>Auditor conclusion:</b> <b>22 April 2016</b> According to the above evidences, the nonconformity is CLOSED</li> </ul>		
2016.06	5.1.3	<b>Environmental monitoring and management report.</b> The certificate holder has been monitoring the environmental aspects however Blang Simpo Factory (PT PSS) have not yet submitted the reports for Q3 and Q4 to the government agencies such as Environmental Agency of East Aceh district. Meanwhile, based on the document DPLH 2014, Batang Ara Estate (PT	Estates	Minor	ASA-4	Certificate holder should provide the objective evidence that environmental monitoring and management report has been made and submitted to relevant agency.	<ul style="list-style-type: none"> <li>• <b>Root cause:</b> <ul style="list-style-type: none"> <li>- Delaying of air emission test as annex in the EIA report of PT. PPP (UKL-UPL).</li> <li>- Status of EIA report was postponed due to switching of Plantation Services Department officer at Estate level.</li> </ul> </li> <li>• <b>Corrective action (+evidence)</b> The certificate holder has provide the evidence of submitting document i.a.:               <ul style="list-style-type: none"> <li>- Receipt of quarterly EIA report</li> </ul> </li> </ul>	CLOSED	18 May 2016



CAR No.	Ref. Std.	Findings ( <i>Temuan</i> )	Location ( <i>Lokasi</i> )	Grade	Time Limit ( <i>Batas Waktu</i> )	Corrective Action ( <i>Tindakan Koreksi</i> )	Observation ( <i>Observasi</i> )	Status	Closing date ( <i>Tanggal Closed</i> )
		PSK) has the obligation to carry out reporting of environment management efforts and environment monitoring efforts once every 6 months, for 2015 the company has not carried out the reporting reporting of environment management efforts and environment monitoring efforts to the relevant agencies such as the Environment Agency of Aceh Tamiang District.					<p>and hazardous waste management report to Environmental Agency at Aceh Timur.</p> <ul style="list-style-type: none"> <li>- Receipt of EIA monitoring and management report Semester II 2015 of PT. PSK to Environmental Agency at Aceh Tamiang.</li> <li>• <b>Preventive action:</b> <ul style="list-style-type: none"> <li>- Administration Head (KTU) shall ensure that Air emission analysis/test must be conducted by accredited laboratory in appropriate schedule.</li> <li>- Supervising on environmental management report (UKL-UPL) of PT. PSS and PT. PSK must be submitted to relevant agency in timely manner.</li> </ul> </li> <li>• <b>Auditor conclusion:</b>  <b>Observation on 18 May 2016</b>  According to corrective action evidence that provide as above, status of this NC stated CLOSED.</li> </ul>		
2016.07	5.2.3	<b>Training and Socialization on HCV aspects</b> The certificate holder has yet to show program and realization of training on HCV and wildlife	Mill and Estates	Minor	ASA-4	The certificate holder has to show program and realization of training on HCV and wildlife protected to employees regularly.	<ul style="list-style-type: none"> <li>• <b>Root cause:</b>  Training program of HCV and RTE species is for HCV officer only, while not conducted for the workers.</li> </ul>	CLOSED	22 April 2016

CAR No.	Ref. Std.	Findings ( <i>Temuan</i> )	Location ( <i>Lokasi</i> )	Grade	Time Limit ( <i>Batas Waktu</i> )	Corrective Action ( <i>Tindakan Koreksi</i> )	Observation ( <i>Observasi</i> )	Status	Closing date ( <i>Tanggal Closed</i> )
		protected to employees regularly. Including socializaon related to forms of sanctions for violations in accordance with applicable regulations.				Including socializaon related to forms of sanctions for violations in accordance with applicable regulations.	<ul style="list-style-type: none"> <li><b>Corrective action (+evidence)</b> Program and realization of training about HCV and protected wildlife has been made and has been socialization to employee at muster morning in weekly period. The CH show the evidence that program and realization of training about HCV and protected wildlife to the employees, as well as socialization of punishment for infringement HCV and protected wildlife in accordance with applicable regulations. There is evidence of socialization at 15 april 2016 by BSE2 employees.</li> <li><b>Preventive action:</b> Create daily monitoring of HCV and protected wildlife and supervision from Field Assistant.</li> <li><b>Auditor conclusion:</b> <b>Observation on 22 April 2016</b> According to corrective action evidence that provide as above, status of this NC stated CLOSED.</li> </ul>		
2016.08	5.6.2	<b>Identification of GHG pollutant and emitters</b>  Certificate holder has had working	Mill and Estates	MAJOR	60 days (17 May 2016)	The certificate holder has to show an identification of sources emissions, type of pollutant and type of	<ul style="list-style-type: none"> <li><b>Root cause:</b> Identification of existing emissions sources is incomplete.</li> <li><b>Corrective action (+evidence)</b></li> </ul>	CLOSED	18 May 2016

CAR No.	Ref. Std.	Findings ( <i>Temuan</i> )	Location ( <i>Lokasi</i> )	Grade	Time Limit ( <i>Batas Waktu</i> )	Corrective Action ( <i>Tindakan Koreksi</i> )	Observation ( <i>Observasi</i> )	Status	Closing date ( <i>Tanggal Closed</i> )
		instruction of Carbon Estimation in Oil Palm Plantation namely Instruksi Kerja Pendugaan Neraca Karbon di Perkebunan Kelapa Sawit (No: PNKPKS/31/PPP-PSK-PSS/V/2012, tanggal 1 Mei 2012). However, the certificate holder does not have an identification of sources emissions, type of pollutant and type of emitter's activities for both Mill and Estates. Also, the planning, target and timeline to reduce and minimizing emissions from Mill and Estates activities are not available in place				emitter's activities for both Mill and Estates. Also, the planning, target and timeline to reduce and minimizing emissions from Mill and Estates activities.	GHG Identification was made complete by the type of gas emissions from certain activities. The certificate holder submits evidence of improvement in the form of Source Identification GHG Emissions and Pollutant period 2015-2016. <ul style="list-style-type: none"> <li><b>Preventive action:</b> Updating on Identification of existing emissions sources by the type of gas emissions from certain activities.</li> <li><b>Auditor conclusion:</b> <b>15 April 2016</b> Results of the verification audit team concluded that the improvements were insufficient, particularly Source Emissions of gases produced. The improvement over stated that this incompatibility has not been fulfilled. <b>18 May 2016</b> The certificate holder submits evidence of Identification GHG Emissions and Pollutant Sources period 2015-2016. Also timeline to minimize of GHG emission. According to corrective action evidence that provide as above, status of this NC stated CLOSED.</li> </ul>		
2016.09	5.6.3	Calculation system of GHG emission sources and periodical	Mill and Estates	Minor	ASA-4	Certificate holder has to	<ul style="list-style-type: none"> <li><b>Root cause:</b></li> </ul>	Closed	9 March 2017

CAR No.	Ref. Std.	Findings (Temuan)	Location (Lokasi)	Grade	Time Limit (Batas Waktu)	Corrective Action (Tindakan Koreksi)	Observation (Observasi)	Status	Closing date (Tanggal Closed)												
		<b>reporting.</b> Certificate holder has not yet calculates the estimation of GHG emission using RSPO PalmGHG tools and reporting to the RSPO periodically.				show evidence calculated the estimation of GHG emission using RSPO Palm GHG tools and reporting to the RSPO periodically.	Miscoordination between unit and PSQM Jakarta office to update of GHG data. <ul style="list-style-type: none"><li><b>Corrective action (+evidence)</b> Updating data of GHG emission to Jakarta office based on certain activities periodically, to be submitted in PalmGHG Calculator.</li><li><b>Preventive action:</b> Create a checklist / monitoring of data to be updated.</li><li><b>Auditor conclusion:</b> <b>Verifikasi Auditor, 9 Maret 2017</b> PT PPP-PSSS-PSK dapat ditunjukkan hasil perhitungan Gas Rumah Kaca (GRK) periode 2016 menggunakan RSPO PalmGHG Calculator. Summary Emission:<table><tr><td>Product</td><td>tCO2e/t Product</td></tr><tr><td>CPO</td><td>5.92</td></tr><tr><td>PK</td><td>5.92</td></tr></table> <table><tr><td>Description</td><td>tCO2e/t Product</td></tr><tr><td>Mill Emission</td><td>0.15</td></tr><tr><td>Plantation</td><td>1.3</td></tr></table> Berdasarkan penjelasan tersebut, maka disimpulkan <b>Ketidaksesuaian pada indikator ini dinyatakan Closed</b></li></ul>	Product	tCO2e/t Product	CPO	5.92	PK	5.92	Description	tCO2e/t Product	Mill Emission	0.15	Plantation	1.3		
Product	tCO2e/t Product																				
CPO	5.92																				
PK	5.92																				
Description	tCO2e/t Product																				
Mill Emission	0.15																				
Plantation	1.3																				
2016.10	6.1.3	Program and Planning of Social Impact	Estates	MAJOR	60 days (17 May)	Certificate holder should have program and planning	<ul style="list-style-type: none"><li><b>Root cause:</b> Do not have a social impact</li></ul>	CLOSED	18 May 2016												

CAR No.	Ref. Std.	Findings ( <i>Temuan</i> )	Location ( <i>Lokasi</i> )	Grade	Time Limit ( <i>Batas Waktu</i> )	Corrective Action ( <i>Tindakan Koreksi</i> )	Observation ( <i>Observasi</i> )	Status	Closing date ( <i>Tanggal Closed</i> )
		<p>The Certificate holder has had Report of Social Impact Assessment on Oil Palm Plantation Management which conducted by third party consultant namely POLLITO in 2010.</p> <p>However, during the ASA-3, known that no evidence of social impact planning and programme which made for year 2014-2015 and 2015-2016, also participation involvement with affected parties during development of its programme are not provided</p> <p>This was confirmed during the visit to the surrounding community of estates that there is no participatory involvement in planning related to social impact</p>			2016)	on social impact with affected parties through participatory approachment.	<p>programs involving affected communities.</p> <ul style="list-style-type: none"> <li><b>Corrective action (+evidence)</b> Make a plan of program impact social governance by involving the affected communities.</li> <li><b>Preventive action:</b> Documented any corporate activities related to the public in the management of social impact in communities around the CH.</li> <li><b>Auditor conclusion:</b> <b>15 April 2016</b> The certificate holder submit evidence of improvement in the form of Program / Social Impact Management Plan Year 2015-2016, but the content of the program entirely on environmental impacts. The improvement over stated that this incompatibility has not been fulfilled. <b>18 May 2016</b> The CH has demonstrated the social impact of the program PT PSK and PT PPP derived from the results of consultation with the villagers, in the program there is a village location and the type of activities to be undertaken by the CH. The CH has conducted a public</li> </ul>		



CAR No.	Ref. Std.	Findings ( <i>Temuan</i> )	Location ( <i>Lokasi</i> )	Grade	Time Limit ( <i>Batas Waktu</i> )	Corrective Action ( <i>Tindakan Koreksi</i> )	Observation ( <i>Observasi</i> )	Status	Closing date ( <i>Tanggal Closed</i> )
							consultation on the Lubuk Pempeng village on 30 April 2016 and Tanjung Sekupang village on 4 May 2016. The Company has shown the documentary evidence in the form of minutes of meetings and attendance, which was attended by village head Lubuk Pempeng village and Tanjung Sekupang village. According to above corrective action and evidence, this NC stated COMPLY.		
2016.11	6.1.4	<b>Review on Social Impact Management Planning</b> Certificate holder has fail to proved that its programme has been reviewed periodically minimum once every 2 years.	Estates	Minor upgrade to Major	ASA-4	Certificate holder should have that the social impact management plans shall be reviewed as a minimum once every two years and updated as necessary.	<ul style="list-style-type: none"> <li><b>Root cause:</b> The related staff is not fully aware of the mechanism of Monitoring the Realization of the Social Impact Program.</li> <li><b>Corrective action (+evidence)</b> <ul style="list-style-type: none"> <li>- Complete the recording of realization of social impacts</li> <li>- Evaluate the results of the realization of social impacts by involving community participation</li> </ul> </li> <li><b>Preventive action:</b> Socialization and understanding of related Staff about monitoring mechanism of Realization of</li> </ul>	Closed	08 May 2017

CAR No.	Ref. Std.	Findings (Temuan)	Location (Lokasi)	Grade	Time Limit (Batas Waktu)	Corrective Action (Tindakan Koreksi)	Observation (Observasi)	Status	Closing date (Tanggal Closed)
							<p>Social Impact Program</p> <ul style="list-style-type: none"> <li><b>Auditor conclusion:</b> <b>Verification 9 March 2017</b> The evidence of document Consultation Identification Plan and Social Impact Program with community surround has shown (Gampong Seunebok Lapang, Lubuk Pempeng and Tualang Pateng). However there was not enough of comprehensive evidence that the plan has been reviewed with the participation of all affected parties.</li> </ul> <p>Based on the evidence has been shown, the non-conformance still open and upgrade to <b>Major</b></p> <p><b>Verification on 2 May 2017</b> The certificate holder has shown the evidence record, consist of :</p> <ul style="list-style-type: none"> <li>Document Evaluation of Identification of Social Impact Plan and Program at Blang Simpo 1 Estate (PT Padang Palma Permai)</li> <li>Document Evaluation of Identification of Social Impact Plan and Program in Blang Simpo 2 Estate (PT Padang Palma Permai)</li> <li>Document Evaluation of Identification of Social Impact Plan</li> </ul>		

CAR No.	Ref. Std.	Findings ( <i>Temuan</i> )	Location ( <i>Lokasi</i> )	Grade	Time Limit ( <i>Batas Waktu</i> )	Corrective Action ( <i>Tindakan Koreksi</i> )	Observation ( <i>Observasi</i> )	Status	Closing date ( <i>Tanggal Closed</i> )
							<p>and Program at Tamiang Estate (PT Padang Palma Permai)</p> <p>There is no evidence of improvement on Evaluation Document of Plan Identification and Social Impact Program at Batang Ara Estate (PT Perkebunan Sri Kuala).</p> <p><b>Root Root Analysis, Corrective Action and Preventive Action</b> (incomplete)</p> <p><b>Verification 4 May 2017</b> The certificate holder has shown evidence of improvement by completing the Root Root Analysis, Corrective Action and Corrective Action, but there is no evidence of improvement in the Document Plan of Identification Evaluation and Social Impact Assessment at Batang Ara Estate (PT Perkebunan Sri Kuala).</p> <p><b>Verification 5 May 2017</b> The certificate holder has showed the evidence of Document Identification Evaluation of Plan and Social Impact</p>		

CAR No.	Ref. Std.	Findings ( <i>Temuan</i> )	Location ( <i>Lokasi</i> )	Grade	Time Limit ( <i>Batas Waktu</i> )	Corrective Action ( <i>Tindakan Koreksi</i> )	Observation ( <i>Observasi</i> )	Status	Closing date ( <i>Tanggal Closed</i> )
							Program at Batang Ara Estate (PT Perkebunan Sri Kuala).  Based on the evidence above, the <b>non-conformity</b> in this indicator was <b>Closed</b>		
2016.12	6.3.1	<p><b>Anonymity assurance of complainants and whistleblowers, where requested.</b></p> <p>The certificate holder has a dispute resolution system in the form of procedures, namely:</p> <ol style="list-style-type: none"> <li>(1). SOP of Community complaints, document number : KK/05/V/PPP-PSK-PSS/12</li> <li>(2). SOP of Employees Complaints, document number: KK/06/V/PPP-PSK-PSS/12</li> <li>(3). SOP communication / consultation with the community, document number : KKM/07/V/PPP-PSK-PSS/12</li> </ol> <p>However in all of these procedures does not explain the guarantee of confidentiality to the complainant (whistleblower).</p>	Mill and Estates	MAJOR	60 days (17 May 2016)	Certificate holder shall ensure for ensuring anonymity of complainants and whistleblowers, where requested in all related procedures.	<ul style="list-style-type: none"> <li>• <b>Root cause:</b> Confidentiality of anonymity complainants and whistleblowers where requested are not available in relevant procedures.</li> <li>• <b>Corrective action (+evidence)</b> Revising of Confidentiality of anonymity complainants and whistleblowers where requested in relevant procedures, i.a.:               <ol style="list-style-type: none"> <li>(1). SOP of Community complaints, document number : KK/05/V/PPP-PSK-PSS/12.</li> <li>(2). SOP of Employees Complaints, document number: KK/06/V/PPP-PSK-PSS/12.</li> <li>(3). SOP communication / consultation with the community, document number : KKM/07/V/PPP-PSK-PSS/12.</li> </ol> </li> </ul> <p>Within its revised procedures, Confidentiality of anonymity</p>	CLOSED	18 April 2016

CAR No.	Ref. Std.	Findings ( <i>Temuan</i> )	Location ( <i>Lokasi</i> )	Grade	Time Limit ( <i>Batas Waktu</i> )	Corrective Action ( <i>Tindakan Koreksi</i> )	Observation ( <i>Observasi</i> )	Status	Closing date ( <i>Tanggal Closed</i> )
							<p>complainants and whistleblowers where requested has been added.</p> <ul style="list-style-type: none"> <li>- Minutes of Socialization of its procedures to all workers during muster morning on 4 April 2016.</li> <li>- Install the revising procedures on notice board in village office.</li> </ul> <p>• <b>Preventive action:</b> Updating of relevant procedures periodically.</p> <p>• <b>Auditor conclusion:</b> <b>18 April 2016</b> According to evidence that provided as above, this NC stated as CLOSED.</p>		
2016.13	6.11.1	<p><b>CSR program that based on the results of consultation with local communities.</b></p> <p>The certificate holder has a CSR program in 2016, but the program has not been based on consultation and communication with the surrounded villagers.</p>	Mill and Estates	Minor	ASA 4	The certificate holder has to show evidence that the preparation of the CSR program has been based on consultation and communication with local communities.	<p>• <b>Root cause:</b> Social impact program to the communities have not been updated.</p> <p>• <b>Corrective action (+evidence)</b> Updating of social impact management with involvement of surrounding communities has made immediately.</p> <p>Evidence: Social Impact program year 2015-2016 as a result from consultation with community/villagers. Location and type of activities are available within</p>	CLOSED	18 May 2016

CAR No.	Ref. Std.	Findings ( <i>Temuan</i> )	Location ( <i>Lokasi</i> )	Grade	Time Limit ( <i>Batas Waktu</i> )	Corrective Action ( <i>Tindakan Koreksi</i> )	Observation ( <i>Observasi</i> )	Status	Closing date ( <i>Tanggal Closed</i> )
							<p>the program.</p> <ul style="list-style-type: none"> <li><b>Preventive action:</b> Unit will make data monitoring for social impact program and updating periodically by social officer.</li> <li><b>Auditor conclusion:</b> <b>18 May 2016</b> According to the evidences provided by the CH, this NC already comply and CLOSED.</li> </ul>		
2016.14	6.13.1	<b>Respect for human rights policy.</b> The certificate holder has not been able to provide evidence that it has been had a policy of respect human rights	Mill and Estates	MAJOR	60 days (17 May 2016)	The certificate holder should have that policies related to respect for human rights are available in place.	<ul style="list-style-type: none"> <li><b>Root cause:</b> Policy on respect of human rights has not found during the audit.</li> <li><b>Corrective action (+evidence)</b> Creating a document of human rights and approved by Unit Head. Evidence: <ul style="list-style-type: none"> <li>Commitment of the company to respect of human rights in accordance with relevant regulation, dated 1 March 2016.</li> <li>Socialization of human rights policy to the workers during muster morning on 7 March 2016.</li> </ul> </li> <li><b>Preventive action:</b> All relevant documents must be keep securely at RSPO office.</li> <li><b>Auditor conclusion:</b> <b>Observation on 24 March 2016</b></li> </ul>	Closed	<b>24 March 2016</b>



CAR No.	Ref. Std.	Findings ( <i>Temuan</i> )	Location ( <i>Lokasi</i> )	Grade	Time Limit ( <i>Batas Waktu</i> )	Corrective Action ( <i>Tindakan Koreksi</i> )	Observation ( <i>Observasi</i> )	Status	Closing date ( <i>Tanggal Closed</i> )
							Companies is able to show evidence of corrective in the form of documents related to company's commitment to respect human rights in accordance with applicable regulations, published on March 1, 2016 and approved by the Manager unit. <b>Nonconformity has been closed</b>		
2016.15	8.1.1	<b>Continual Improvement Plans</b> The certificate holder has not fully implemented continuous improvements related aspects of environmental and social impacts. This relates to: <ol style="list-style-type: none"> <li>1. Pesticide Waste Management (criteria 4.6 and 5.3) refers to <b>Nonconformity No. 2016.04</b>.</li> <li>2. Reporting Environmental Management and Monitoring (criteria 5.1) refers to <b>Nonconformity No 2016.06</b></li> <li>3. Pollution and GHG Emissions (criteria 5.6) refers to <b>Nonconformity No. 2016.08</b></li> <li>4. Social Impact Program (criteria 6.1), refers to <b>Nonconformity No 2016.10</b></li> </ol>	Mill and Estates	MAJOR	60 days (17 May 2016)	The certificate holder shall made continual improvement for environmental and social aspects.	<ul style="list-style-type: none"> <li>• <b>Root cause:</b> <ol style="list-style-type: none"> <li>1. Less of understanding related to hazardous waste management by the warehouse officer at BSE-1.</li> <li>2. Delaying of air emission test as annex in the EIA report of PT. PPP (UKL-UPL). Also, status of EIA report was postponed due to switching of Plantation Services Department officer at Estate level.</li> <li>3. Identification of emission source data is incomplete.</li> <li>4. Social impact program with involvement of the communities is not available.</li> </ol> </li> <li>• <b>Corrective action (+evidence)</b> <ol style="list-style-type: none"> <li>1. Briefing of awareness to the warehouse officer on 19 March 2016. Whilst, the certificate</li> </ol> </li> </ul>	CLOSED with Observati on	18 May 2016

CAR No.	Ref. Std.	Findings ( <i>Temuan</i> )	Location ( <i>Lokasi</i> )	Grade	Time Limit ( <i>Batas Waktu</i> )	Corrective Action ( <i>Tindakan Koreksi</i> )	Observation ( <i>Observasi</i> )	Status	Closing date ( <i>Tanggal Closed</i> )
							<p>holder has provide the evidence by letter 001/BSE-1 /II/2016, dated February 1, 2016 regarding the management of hazardous waste in hazardous waste warehouse. Minutes of hazardous containers deliveries to permitted storage at BSE-2. The minutes dated 18 March 2017 with volume 127 containers.</p> <p>2. Providing the evidence of submitting EIA monitoring and management report to Environmental Agency. Analysis result of air emissions was attached within the report.</p> <p>3. GHG identification made completely based on emission gasses produced from certain activity.</p> <p>4. Make an social impact program by involving the affected communities.</p> <p>• <b>Preventive action:</b></p> <p>1. Supervising to all hazardous storage officers by administration staff to be aware and obey the procedures and relevant regulation relating to</p>		

CAR No.	Ref. Std.	Findings (Temuan)	Location (Lokasi)	Grade	Time Limit (Batas Waktu)	Corrective Action (Tindakan Koreksi)	Observation (Observasi)	Status	Closing date (Tanggal Closed)
							<p>hazardous waste management.</p> <p>2. Administration Head (KTU) shall ensure that Air emission analysis/test must be conducted by accredited laboratory in appropriate schedule. Supervising on environmental management report (UKL-UPL) of PT. PSS and PT. PSK must be submitted to relevant agency in timely manner.</p> <p>3. Update the GHG identification based on certain activities that produce of GHG emissions.</p> <p>4. Social impact management with communities participatory must be documented in any communication ways.</p> <p>• <b>Auditor conclusion:</b>  <b>Observation on 18 May 2016</b></p> <p>According to related evidence that provided by CH, auditor team concludes this NC is CLOSED with Observation. Continual implementation will be verified in the next assessment.</p>		

**3.5.2. Identification of Findings, Corrective Actions and Observations at [ASA-4](#)**

NCR No.	:	2017.01	Issued by	:	Muhammad Rinaldi
Date Issued	:	10 March 2017	Time Limit	:	Re-certification
NC Grade	:	Minor	Date of Closing	:	
Standard Ref. & Requirement	:	4.2.3 Records of periodical leaf, soil and visual analysis shall be available			
Non-Conformance Description & Evidence observed (filled by auditor): The certificate holder cannot shown the evidence of visual analysis to determine nutrient of palm oil tree.					
Root Cause Analysis (filled by organization audited):					
Corrective Action (filled by organization audited):					
Preventive Action (filled by organization audited):					
Assessor Evaluation and Conclusion (filled by auditor):					
Verified by	:				

NCR No.	: 2017.02	Issued by	: Sofyan Hadi Lubis
Date Issued	: 10 March 2017	Time Limit	: Re-Certification
NC Grade	: Minor	Date of Closing	: 08 May 2017
Standard Ref. & Requirement	4.4.1 Water management plan implemented		
Non-Conformance Description & Evidence observed (filled by auditor):			
The Certificate Holder has not been able to show the results of water river quality every six months as defined in the HCV report (PT PPP and PSK) and UKL/UPL document (PT Perkebunan Sri Kuala).			
Root Cause Analysis:			
The new officers are inconsistent in implementing the management plans as defined in the HCV report and UKL / UPL documents.			
Corrective Action :			
The Certificate Holder has conducted water river quality analysis to accredited laboratory (Environmental Agency of Aceh Province) dated 19/4/2017.			
Corrective Action :			
The Certificate Holder created schedules time for sampling and analysis of waste river quality every six months and ensures that the schedule time is implemented as defined.			

**Preventive Action:**

The certification holder has shown evidence of improvement related to NCR No. 2017.02 as follow as:

- Request letter to conduct water river quality analysis (PT PPP & PSK) to accredited laboratory (Environmental Agency of Aceh Province). *Sighted letter number: 117/TAN/P3/III/2017, dated 22/03/2017.*
- Payment request letter from accredited laboratory (Environmental Agency of Aceh Province) for conducting water river quality analysis (PT PPP & PSK). *Sighted letter number: 660/040/BPPL/2017, dated 19/04/2017 (PT PPP) dan letter number: 660/041/BPPL/2017, dated 19/04/2017 (PT PSK).*
- Receipt for payment of water river quality analysis (PT PPP & PSK) dated 27/04/2017.

Please showed progress of water river quality analysis (results by accredited laboratory)

**Verification 5 May 2017**

The Certificate Holder has shown evidence of improvement related to results of water river quality analysis conducted by accredited laboratory (Environmental Agency of Aceh Province), But Root Cause Analysis has not been adjusted to the NC.

**Verification 8 May 2017**

The Certification Holder has shown Root Cause Analysis that more specific and adjusted to the NC.

Based on the evidence above, the **non-conformity** in this indicator was **Closed**

**Verified by** : **Sofyan Hadi Lubis**

<b>NCR No.</b>	<b>: 2017.03</b>	<b>Issued by</b>	<b>: Sofyan Hadi Lubis</b>
<b>Date Issued</b>	<b>: 10 March 2017</b>	<b>Time Limit</b>	<b>: 09 May 2017</b>
<b>NC Grade</b>	<b>: Major</b>	<b>Date of Closing</b>	<b>: 05 May 2017</b>
<b>Standard Ref. &amp; Requirement</b>	<b>: 4.6.6</b> <b>All pesticide containers must be properly managed in accordance with applicable regulations</b>		
<b>Non-Conformance Description &amp; Evidence observed</b> ( <i>filled by auditor</i> ):  Based on fileld observation at BSS Store of Tamiang Estate and Store of Division 3 Batang Ara Estate, it was found 20 pesticides containers types Basta 20 liter used as water container mixer and used as oil containers. The certification holder has not been able to show evidence that the used pesticide containers has been recorded in the <i>Balance Sheet Document and Hazardous Waste Book Record</i> .			
<b>Root Cause Analysis :</b>  <ul style="list-style-type: none"><li>- The unit management not yet conducted socialization related Hazardous Waste Procedures number: 020/PP-BAE-EHS/11 to new officer that working at January 2017.</li><li>- The unit management not yet conducted stock record as periodically at Hazardous Waste Storage.</li></ul>			
<b>Corrective Action :</b>  <ul style="list-style-type: none"><li>- Hazardous Waste Procedure has socialized to new officer</li><li>- conducted stock record as periodically at Hazardous Waste Storage</li><li>- Created <i>Memorandum</i> related to handling and management of Hazardous Waste</li></ul>			
<b>Preventive Action</b> ( <i>filled by organization audited</i> ):  <ul style="list-style-type: none"><li>- Be ensure conducted breafing to new officer related to handling and management of hazardous waste</li><li>- Establish the Hazardous Waste listing schedule every 5<sup>th</sup> of the month.</li><li>- Applying discipline related to implementation procedure of Hazadous Waste and <i>Memorandum</i></li></ul>			

**Assessor Evaluation and Conclusion :**
**Verificaton 2 May 2017**

The certification holder has shown the evidence of improvement as follow as:

- Memorandum of Hazardous Waste handling and management with document number: 1<sup>st</sup>/SU-18/II/2017, dated 13/03.2017. Memorandum contains the management of Hazardous Waste such as: (1) Hazardous Waste hadling and management shall be conducted in accordance with procedure, (2) Hazardous Waste storage shall out be used for drinking waster containers, (3) Hazardous Waste delivered to the Hazardous Waste Storage and recorded in the Balance Sheet Document and Hazardous Waste Book Record.
- Receipt and photo related to hand over pesticides containers from BSS storage to Hazardous Waste storage dated 27/03/2017. Hazardous Waste stored at Hazardous Waste storage and then recorded at Hazardous Waste Report period January – March 2017.
- Hazardous Waste report period of January – March 2017 PT PPP & PSK, which contain Hazadous Waste delivery letter from each division to Hazardous Waste Storage, Hazardous Waste Logbook, Balance Sheet Hazardous Waste document including pesticides types of Basta.

**Verificaton 4 May 2017**

The certification holder has shown evidence of improvement by completing Root Cause Analysis, Corrective Action and Preventive Action, However there is no evidence of improvement related to:

- Evidence of record related to socialization of Hazardous Waste procedure to new officers
- Evidence of record related to used pesticides containers in Hazardous Waste Logbook and Balance Sheet Hazardous Waste document.

**Verificaton 5 May 2017**

The certification holder has shown evidence of improvement related to record of used pesticides containers to Hazardous Waste Logbook and Balance Sheet Hazardous Waste document and then evidence related to socialization of Hazardous Waste procedure to new officer.

Based on the evidence above, the **non-conformity** in this indicator was **Closed**

**Verified by** : **Sofyan Hadi Lubis**

NCR No.	: 2017.04	Issued by	: Muhammad Rinaldi
Date Issued	: 10 March 2017	Time Limit	: 09 May 2017
NC Grade	: Major	Date of Closing	: 04 May 2016
Standard Ref. & Requirement	4.7.1 A health and safety policy shall be in place. A health and safety plan shall be documented and implemented, and its effectiveness monitored.		
Non-Conformance Description & Evidence observed :			
The Certificate Holder has had a occupational safety and health work plan document, however the company cannot shown the evidence of effectiveness monitoring of the OHS work plan.			
Root Cause Analysis :			
Evaluation of effectiveness and performance of OHS in Minamas done every 1 Years by PSQM Departement with financial period July - June. Evaluation of effectiveness and performance of OHS period 2016/2017 will be conducted in June 2017. For period 2015/2016 has not been shown to the Auditor.			
Corrective Action :			



Showing OHS Evaluation and Performance Report period 2015/2016, scope of Minamas and Business Unit

**Preventive Action :**

Ensure that each activity is documented and improves the OHS Expert and OHS Committee Performance in the Unit

**Assessor Evaluation and Conclusion :**

**Veirification 2 May 2017**

The certificate holder has shown evidence of improvement:

- Documentation (Photo) P2K3 Meeting, July 2016 - June 2016, Tamiang Estate, Blang Simpo 2 Estate and Batang Ara Estate
- P2K3 Work Program on 2017, Tamiang Estate, Blang Simpo 2 Estate and Batang Ara Estate
- OHS Program Performance Evaluation period 2016 (completed with Issue, Root Cause, Corrective Action, Preventive Action, Time Frame, Current Status and Reviewers)
- P2K3 Report from Tamiang Estate, Blang Simpo 2 Estate and Batang Ara Estate to Labor Agency of Aceh Tamiang Regency

**Not equipped with Root Root Analysis, Corrective Action and Perventive Action**

**Verification 4 May 2017**

The certificate holder has presented evidence of improvement by completing the **Root Analysis, Corrective Action and Perventive Action.**

Based on the evidence above, the **non-conformity** in this indicator was **Closed**

**Verified by** : **Muhammad Rinaldi**

NCR No.	: 2017.05	Issued by	: Muhammad Rinaldi
Date Issued	: 10 March 2017	Time Limit	: 09 May 2017
NC Grade	: Major	Date of Closing	: 04 May 2017
Standard Ref. & Requirement	4.7.3 Records of Occupational Health and Safety (OHS) program (see 4.8) and Personal Protective Equipment (PPE) training in accordance with the result of hazard identification and risk analysis shall be available to all workers.		
Non-Conformance Description & Evidence observed:			
<ul style="list-style-type: none"><li>During the field visits in WTP, it is known that the PPE used are Helmets, Safety Shoes, cloth masks, but not using gloves, it is not in accordance with SOP APD (10/PSQM-ESH-SOU18/16 dated 29 September 2016).</li><li>The certificate holder has had the SOP of Personal Protective Equipment (10/PSQM-ESH-SOU18/16 dated 29 September 2016) which explains that all damaged PPE can be replaced by report it to their superiors. However, based on field visits in Harvest activities in Batang Ara division 3 blocks D01, it is found the workers using boots that have been broken and based on the document of PPE Handover on January 9th, 2017, it is known that the workers have not received the shoes.</li></ul>			
Root Cause Analysis:			
No Evaluation and Monitoring of APD (Boots) usage in Batang Ara Estate area where the employee is working.			
Corrective Action :			

**Blang Simpo POM**

- The minutes of the handover of PPE
- Provide an Indispliner Reprimand Letter for not using the PPE
- Re-socialize SOP of Personal Protective Equipment (10 / SOU18-PSQM-ESH/16) to the worker

**Batang Ara Estate**

- Conduct socialization of SOP of Personal Protective Equipment (10/SOU18-PSQM-ESH/16)
- Recording the collection and replacement of all damaged PPE (Boots)
- Evaluation of the PPE lifetime in the Batang Ara Estate

**Preventive Action :**

- Monitoring the Use and Feasibility of PPE every 1 Month at the time of the mustred morning
- Evaluation of Effectiveness SIME card program implementation (Spot, Intervene, Modify, Execute)

**Assessor Evaluation and Conclusion :**
**Verification 02 May 2017**

The certificate holder has shown evidence of improvement:

**Blang Simpo POM**

- Minutes of handover of PPE in the form of Leather Gloves to WTP Operator
- Indispliner Reprimand Letter to WTP Operator who does not wear leather gloves while working
- Documentation (Photos) WTP operators who have used PPE (leather gloves) while working

**Batang Ara Estate**

- Internal Office Mail (IOM) about Request for Procurement of PPE (Boots) for Harvester, March 13, 2017
- Minutes of PPE handover (Boots) to Harvester, March 15, 2017
- List of PPE Recipient Names (Boots) to Harvester (12 Persons)
- Documentation (Photo) handover of PPE (Boots) to Harvester
- Monitoring of PPE Usage, dated March 18, 2017
- Socialization of PPE usage and Photo of the Socialization
- Schedule of PPE (Boots) providing for 2016-2017 and 2017-2018

**Not equipped with Root Root Analysis, Corrective Action and Perventive Action**

**Verification 4 May 2017**

The certificate holder has presented evidence of improvement by completing the **Root Analysis, Corrective Action and Perventive Action**.

Based on the evidence above, the **non-conformity** in this indicator was **Closed**

**Verified by** : **Muhammad Rinaldi**

NCR No.	:	2017.06	Issued by	:	Muhammad Rinaldi
Date Issued	:	10 March 2017	Time Limit	:	Re-Certification
NC Grade	:	Minor	Date of Closing	:	
Standard Ref. & Requirement	:	4.7.5 A procedure for emergency and work accident shall be available in Indonesian Language; and the workers, who have attended First Aids training, are available in the working areas.			
Non-Conformance Description & Evidence observed :					

The certificate holder has demonstrated Work Accident Report and Minutes of Work Accidents Chronology. However, the report does not explain about the follow-up to the accidents that have occurred, it is not in accordance with SOP of Surviving worker in work accident handling (PKKKS/18/PPP-PSK-PSS/V/12 dated May 1, 2012) which explained that the evaluation should identify the causes of major accidents and the follow-up to the accident.

**Root Cause Analysis :**

**Corrective Action :**

**Preventive Action :**

**Assessor Evaluation and Conclusion:**

**Verified by :** Muhammad Rinaldi

NCR No.	: 2017.07	Issued by	: Sofyan Hadi Lubis
Date Issued	: 10 March 2017	Time Limit	: Re-Certification
NC Grade	: Minor	Date of Closing	: 08 May 2017
Standard Ref. & Requirement	: 5.1.3 Implementation of Environmental Monitoring		
Non-Conformance Description & Evidence observed :			
Batang Ara Estate (PT Perkebunan Sri Kuala) has not been able to show the implementation of environment monitoring i.e. conducted water river quality analylis every six month.			
Root Cause Analysis :			
The new officers are inconsistent in implementing the management plans as defined in the HCV report and UKL / UPL documents.			
Corrective Action :			
The Certificate Holder has conducted water river quality analysis to accredited laboratory (Environmental Agency of Aceh Province) dated 19/4/2017.			
Corrective Action:			
The Certificate Holder created schedules time for sampling and analysis of waster river quality every six moth and ensures that the schedule time is implemented as defined.			
Assessor Evaluation and Conclusion:			
Verification 2 May 2017			
The certification holder has shown evidence of improvement related to NCR No. 2017.02 as follow as:			
<ul style="list-style-type: none"><li>- Request letter to conduct water river quality analysis (PT PSK) to accredited laboratory (Environmental Agency of Aceh Province). Sighted letter number: 117/TAN/P3/III/2017, dated 22/03/2017.</li><li>- Payment request letter from accredited laboratory (Environmental Agency of Aceh Province) for conducting water river quality analysis (PT PSK). Sighted letter number: 660/041/BPPL/2017, dated 19/04/2017 (PT PSK).</li><li>- Receipt for payment of water river quality analysis (PT PSK) dated 27/04/2017.</li></ul>			
Please showed progress of water river quality analysis (results by accredited laboratory)			
Verification 5 May 2017			
The Certificate Holder has showm evidence of improvement related to results of water river quality analysis conducted by accredited laboratory (Environmental Agency of Aceh Province). But Root Cause Analysis has not been adjusted to the Non			

Conformity.

**Verification 8 May 2017**

The Certification Holder has shown Root Cause Analysis that more specific and adjusted to the Non conformity

Based on the evidence above, the **non-conformity** in this indicator was **Closed**

**Verified by** : **Sofyan Hadi Lubis**

NCR No.	: 2017.08	Issued by	: Sofyan Hadi Lubis
Date Issued	: 10 March 2017	Time Limit	: 09 May 2017
NC Grade	: Major	Date of Closing	: 08 May 2017
Standard Ref. & Requirement	: 5.2.2 Where fire has been used for eradication of pest during replanting, the records of the analysis of the use of fire and permit from the authorised agency shall be available		
Non-Conformance Description & Evidence observed:			
The certificate holder has not been able to shown the HCV monitoring plan implemented, i.e. conducted water river quality anaylis every six month.			
Root Cause Analysis :			
The new officers are inconsistent in implementing the management plans as defined in the HCV report and UKL / UPL documents.			
Corrective Action :			
The Certificate Holder has conducted water river quality analysis to accredited laboratory (Environmental Agency of Aceh Province) dated 19/4/2017.			
Preventive Action :			
The Certificate Holder created schedules time for sampling and analysis of waster river quality every six moth and ensures that the schedule time is implemented as defined.			
Assessor Evaluation and Conclusion:			
Verification 2 May 2017			
The certification holder has shown evidence of improvement related to NCR No. 2017.02 as follow as:			
<ul style="list-style-type: none"><li>- Request letter to conduct water river quality analysis (PT PPP &amp; PSK) to accredited laboratory (Environmental Agency of Aceh Province). <i>Sighted letter number: 117/TAN/P3/III/2017, dated 22/03/2017.</i></li><li>- Payment request letter from accredited laboratory (Environmental Agency of Aceh Province) for conducting water river quality analysis (PT PPP &amp; PSK). <i>Sighted letter number: 660/040/BPPL/2017, dated 19/04/2017 (PT PPP) dan letter number: 660/041/BPPL/2017, dated 19/04/2017 (PT PSK).</i></li><li>- Receipt for payment of water river quality analysis (PT PPP &amp; PSK) dated 27/04/2017.</li></ul>			
Please showed progress of water river quality analysis (results by accredited laboratory)			
Verification 5 May 2017			
The Certificate Holder has showm evidence of improvement related to results of water river quality analysis conducted by accredited laboratory (Environmental Agency of Aceh Province), But Root Cause Analysis has not been adjusted to the NC.			
Verification 8 May 2017			
The Certification Holder has shown Root Cause Analysis that more specific and adjusted to the Non conformity.			
Based on the evidence above, the non-conformity in this indicator was Closed			

<b>Verified by</b>	<b>: Sofyan Hadi Lubis</b>
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NCR No.	: 2017.09	Issued by	: Dwi Haryati
Date Issued	: 10 March 2017	Time Limit	: 09 May 2017
NC Grade	: Major	Date of Closing	: 08 May 2017
Standard Ref. & Requirement	: 6.5.1 Wage documentation should be available in accordance with applicable labor regulation.		
<b>Non-Conformance Description &amp; Evidence observed</b> Based on the result of interview with worker in the generator set division III of Batang Ara Estate and document review of machine working card, it is known that there are operators who work on Sundays, but in the pay slip there is no overtime payment. This is not in accordance with applicable labor requirements.			
<b>Root Cause Analysis</b>  Overtime job payments are paid not in overtime but converted into fixed amounts of premiums.			
<b>Corrective Action</b> Set of agreements with workers through unions about premium value based on the number of working hours on holidays / weeks with reference to the regulations.			
<b>Preventive Action</b> <ul style="list-style-type: none"><li>• Supervise implementation the application of premium payments.</li><li>• Conduct coordination meetings on the Aceh Area about premium system</li></ul>			
<b>Assessor Evaluation and Conclusion</b>  <b>Verification 2 May 2017</b> The certificate holder has shown evidence of improvement in the form of Premium Payment Terms, for example for the generator operator (Rp 78,200 for 2 working days on holiday). This provision has been agreed with SPPP-SPSI PUK Tamiang  Please show Salary Payment Proof (Salary Slip) of the relevant Operator in April 2017, as evidence that the above has been implemented.  <b>Root cause Analysis, Corrective Action and Preventive action are not completed</b>  <b>Verification 4 May 2017</b> The Certificate holder has presented evidence of improvement by completing the Root cause Analysis, Corrective Action and Preventive action, but evidence of improvement has not been presented to the auditor team (as explained verification on May 2 <sup>nd</sup> , 2017).  <b>Verification 8 May 2017</b> The certificate holder has shown evidence of improvement in the form of Salary List for April 2017 (Including Genset Operator).  Based on the evidence above, the Non-conformance on this indicator was Closed with Observation and will be the Auditor's attention on the next visit.			
Verified by	Dwi Haryati		

<b>NCRNo.</b>	<b>: 2017.10</b>	<b>Issued by</b>	<b>: Dwi Haryati</b>
<b>Date Issued</b>	<b>: 10 March 2017</b>	<b>Time Limit</b>	<b>: 09 May 2017</b>
<b>NC Grade</b>	<b>: Major</b>	<b>Date of Closing</b>	<b>: 29 March 2017</b>
<b>Standard Ref. &amp; Requirement</b>	<b>: 6.5.2 Collective labor agreements / Company regulations in accordance with labor regulations, are available in clear language and described by management or trade unions to workers.</b>		
<b>Non-Conformance Description &amp; Evidence observed</b> Based on the document review of Working Agreement of PKWT (Blang Simpo Factory - PT PSS) it is known that working hours in one day is 9 hours with workday from Monday to Saturday. This is not in accordance with the Joint Working Agreement for the period 2015 - 2017.			
<b>Root Cause Analysis</b> <i>There was an administrative error with the contract workers agreement.</i>			
<b>Corrective Action</b> Showing proof of revision of the contract workers work agreement in article 2 on working hours is in accordance with the applicable regulations.			
<b>Preventive Action</b> All work agreements of contract worker must be made under the applicable Collective Labor Agreements.			
<b>Assessor Evaluation and Conclusion</b>  <b>29 March 2017</b>  Blang Simpo Factory management unit has shown a work agreement of contract worker document (PKWT) on behalf of four contract workers in the FFB Grading station. The work agreement has contained a description of working hours in the form of working day arrangements 7 hours on Monday to Friday and 5 working hours on Saturday. Total working hours is 40 hours / week. The agreement has been signed by both parties and is known by the Head of Labour Agency East Aceh Regency.  Based on the evidence above, the <b>non-conformity</b> in this indicator was <b>Closed</b>			
<b>Verified by</b>	<b>: Dwi Haryati</b>		

<b>NCR No.</b>	<b>: 2017.11</b>	<b>Issued by</b>	<b>: Sofyan Hadi Lubis</b>
<b>Date Issued</b>	<b>: 10 March 2017</b>	<b>Time Limit</b>	<b>: 09 March 2017</b>
<b>NC Grade</b>	<b>: Major</b>	<b>Date of Closing</b>	<b>: 05 May 2017</b>
<b>Standard Ref. &amp; Requirement</b>	<b>: 8.1.1 Continuous Improvement Action Plan</b>		
<b>Non-Conformance Description &amp; Evidence observed :</b>  The certificate holder has not been able to show evidence of improvement related to continuous improvement. In connection with this there is a systematic failure (systematic failure) in the application of standards, due to the repetition Non-conformity of the previous assessment, namely: Pesticide Waste Management (Indicator 4.6.6) refers to NCR No. 2017.03 which is a repetition of NCR 2016.04 on ASA-3			
<b>Root Cause Analysis :</b>  Monitoring and corrective actions have not been effective			
<b>Corrective Action :</b> <ul style="list-style-type: none"> <li>- Socialization of hazardous waste procedure has conducted to new officer</li> <li>- Recording hazardous waste stock at hazardous waste storage at April 2017</li> <li>- Conducted memorandum related to hazardous waste handling and management</li> </ul>			



**Corrective Action :**

- Conducted breafing to new officer related to hazardous waste handling and management
- Esateblish the hazardous waste listing schedule every 5<sup>th</sup> of the month by ensuring that all pesticide containers are controlled a according to the procedure.
- Applying discipline related to implementation procedure of hazadous waste and the memorandum

**Assessor Evaluation and Conclusion**
**Verification 2 May 2017**

The certification holder has shown the evidence of improvement as follow as:

- *Memorandum* of Hazardous Waste handling and management with document number: 1<sup>st</sup>/SU-18/II/2017, dated 13/03.2017. Memorandum contains the management of Hazardous Waste such as: (1) Hazardous Waste hadling and management shall be conducted in accordance with procedure, (2) Hazardous Waste storage shall out be used for drinking waster containers, (3) Hazardous Waste delivered to the Hazardous Waste Storage and recorded in the Balance Sheet Document and Hazardous Waste Book Record.
- Receipt and photo related to hand over pesticides containers from BSS storage to Hazardous Waste storage dated 27/03/2017. Hazardous Waste stored at Hazardous Waste storage and then recorded at Hazardous Waste Report period January – March 2017.
- Hazardous Waste report period of January – March 2017 PT PPP & PSK, which contain Hazadous Waste delivery letter from each division to Hazardous Waste Storage, Hazardous Waste Logbook, Balance Sheet Hazardous Waste document including pesticides types of Basta.

**Verificaton 4 May 2017**

The certification holder has shown evidence of improvement by completing Root Cause Analysis, Corrective Action and Preventive Action, However there is no evidence of improvement related to:

- Evidence of record related to socialization of Hazardous Waste procedure to new officers
- Evidence of record related to used pesticides containers in Hazardous Waste Logbook and Balance Sheet Hazardous Waste document.

**Verificaton 5 May 2017**

The certification holder has shown evidence of improvement related to record of used pesticides containers to Hazardous Waste Logbook and Balance Sheet Hazardous Waste document and then evidence related to socialization of Hazardous Waste procedure to new officer.

Based on the evidence above, the **non-conformity** in this indicator was **Closed**

**Verified by** : **Sofyan Hadi Lubis**

**3.5.3 Opportunity for Improvement**

No	Ref.Std	Description / Penjelasan
1	<b>Minor</b> 2.2.2	Opportunities to improve the condition of the boundary in the damaged and / or lost
2	<b>Major</b> 4.4.2	<ul style="list-style-type: none"> <li>- Opportunities to improve the boundary marking of river border and pesticide application boundaries that are not clear.</li> <li>- Opportunity to installing HCV singboard damaged</li> </ul>
3	<b>Major</b> 4.7.4	Opportunities to reassure the extension of the Appointment Letter of an OHS Expert
4	<b>Minor</b> 4.7.6	Opportunities to register work accident insurance for each new worker
5	<b>Minor</b> 4.8.2	Opportunities to keep training records of each worker more systematically.
6	<b>Major</b> 5.2.2	In addition to RTE species, PT PSK & PT PPP also have the opportunity to monitor the physical condition of the HCV area.
7	<b>Minor</b> 6.11.1	Opportunities to adjust the contribution program to local development in accordance with the results of consultation with the local community.

**3.5.3 Noteworthy Positive Components**

No	Description / Penjelasan
1	The company's commitment to implement the principles of sustainable palm oil management
2	Have earned RSPO Certificate in 2013
3	Award from the Ministry of Environment & Forestry (Corporate Performance Rating Program in Environmental Management – PROPER wit blue level period 2015 - 2016)
4	Has conducted Cooperation / Partnership Agreement with the local community for Smallholder Program (Plasma)
5	Has been implemented cover crop in sloped areas

**3.6 Summary of Arising Issues from Public and Auditor Verification**

Public Issues (Institution/ NGO/Community)	Auditor Verification
<p><b>Kebun Tanah Terban Village</b> (Village Secretary &amp; Informal Leader/Community Representation)</p> <ul style="list-style-type: none"> <li>• The village is formed after the plantation was operation and the majority of the population is working in the Tamiang Estate (about 80%)</li> <li>• The company has contribute to the work opportunities for these villagers</li> <li>• Some assistance was given by the company through is CSR program, among others: <ul style="list-style-type: none"> <li>- Help sacrificial animals during Eid Adha</li> <li>- Help the rehabilitation of mosques</li> <li>- Scholarships for students to diploma level</li> </ul> </li> <li>• There were no significant issues of the conflict between the company and related parties (especially the surrounding community)</li> <li>• There are no issues of objections the parties about the impact of plantation operational</li> </ul> <p><u>Aspiration:</u></p> <ul style="list-style-type: none"> <li>• Aid for flush of road during the dry season</li> <li>• Improved drainage around a residential area employees</li> <li>• Expansion of mosques building</li> </ul>	<p>Based on the verification of documents realization company's CSR program, there are several assistance and other activities that have been carried out by the grower to the nearby village community, for example, aid for road maintenance, support of religious ceremony, etc (Indicator 11.1)</p>
<p><b>Tualang Pateng Village</b> (Head of Village)</p> <ul style="list-style-type: none"> <li>• Social interactions between the company and surrounding community has been good</li> <li>• Impacts of plantation and mill operational: <ul style="list-style-type: none"> <li>- Open jobs for community surround</li> <li>- Social interaction between villagers with the other party more open</li> <li>- Residents of surrounding villages can sell the results of farm to the company</li> </ul> </li> <li>• The aid was given by the company to the community : <ul style="list-style-type: none"> <li>- Aid of heavy equipment by the company to the village government for road maintenance in the village</li> <li>- Support for religious ceremony (Eid Fitri &amp; Eid Mubarak)</li> <li>- Training for the community surround (palm cultivation)</li> </ul> </li> <li>• There were no significant issues of the conflict between the company and related parties (especially the surrounding community)</li> <li>• There are no issues of objections the parties about the impact of operational gardens</li> </ul> <p><u>Aspiration:</u></p> <ul style="list-style-type: none"> <li>• Expect to operational mill and plantation sustainable, so that it remains available job opportunities for the local community</li> </ul>	<p>Based on the verification of documents realization company's CSR program, there are several assistance and other activities that have been carried out by the grower to the nearby village community, for example, aid for road maintenance, support of religious ceremony, etc (Indicator 11.1)</p>


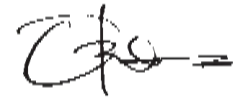
Public Issues (Institution/ NGO/Community)	Auditor Verification
<ul style="list-style-type: none"> <li>Many investors are coming in and open employment opportunities for local communities</li> </ul>	
<p><b>Kebun Batang Ara Village</b> (Head of Village)</p> <ul style="list-style-type: none"> <li>Social interactions between the company and surrounding community has been good condition</li> <li>The main impact of the operational mill is open employment opportunities for local communities</li> <li>There were no significant issues of the conflict between the company and related parties (especially the surrounding community)</li> <li>There are no issues of objections the parties about the impact of operational gardens</li> </ul> <p>Aspiration:</p> <ul style="list-style-type: none"> <li>Ease in obtaining a license for the village government in infrastructure development in the concession area of the company</li> <li>After the end of the period of concession company land right certificate (HGU), preferably village area excluded from the concession area of the company, it will easier for the government to build a self-sufficient village</li> </ul>	<p>Based on the verification of documents realization company's CSR program, there are several assistance and other activities that have been carried out by the grower to the nearby village community, for example, aid for road maintenance, support of religious ceremony, etc (Indicator 11.1)</p>
<p><b>Local Contractor</b> <u>CV Bina Mandiri</u></p> <ul style="list-style-type: none"> <li>The cooperation between the plantation company with the local contractor was beginning since 2007</li> <li>Letter of Employment Agreement will be revised in accordance with the conditions, such as freight price adjustments to operational costs (fuel prices).</li> <li>There Cooperation Agreements between the local contractors and the company</li> <li>Before signing the Cooperation Agreements, the companies explain the clauses of the agreement, and the rights and obligations of each party.</li> <li>Each parties both of the company and local contractor was keep the document of work contract.</li> <li>Completeness of Personal Protective Equipment and Health Insurance (BPJS) from local contractors workers is the responsibility of the contractor</li> <li>Payment of the company to the local contractor are classified as current in accordance with a clause in the Employment Agreement Letter</li> </ul> <p><u>Aspiration:</u> Continuity of cooperation between the plantation company and local contractors</p>	<p>There was shown sample of work contract between the company and local contractor. Obligation for the local contractor are included of :</p> <ul style="list-style-type: none"> <li>Covered their employee with insurance</li> <li>Comply to Labor regulation, included of give basic minimum salary to their employee</li> <li>Provide of Personal Protective Equipment</li> <li>Driving license for the driver, etc</li> </ul> <p>There was also observed the sample proof of payment from the company to local contractor. Based interview with the local contractor that knows the payment process was routinely as clause in contract and there was no problem related to consistency time of payment in every month.</p>

Public Issues (Institution/ NGO/Community)	Auditor Verification
<p><b>Labor Union (PUK Tamiang Estate &amp; Batang Ara Estate, and BSF)-ASA-4</b></p> <ul style="list-style-type: none"> <li>- The Company shall respects the rights of all workers to form and join the trade unions of their choice and to bargain collectively.</li> <li>- The company keeps the minutes of meetings between companies and worker unions.</li> <li>- Representatives of the workers in the SPSI always take the path of dialogue with the company every existing employment issues.</li> <li>- Every information related to policies and procedures will be presented by the SPSI to all members.</li> </ul> <p>Aspiration submitted by the workers' representatives regarding the availability of PPE which is expected to be distributed.</p>	<p>The certificate holder has showed cooperation with worker union. There is no significant industrial issue for 2016. CH has shown the evidence of compliance to RSPO standard criteria 1.1; 4.7; 6.2; 6.3; 6.6; 6.8, 6.9 and 6.12.</p>
<p><b>Gender Committee TME &amp; BAE- ASA-4</b></p> <ul style="list-style-type: none"> <li>• Gender Committee remained active in socialization of sexual harassment, gender violence, delivery container rights and aspirations of women workers in the company.</li> <li>• Until the audit carried out has been no case related to sexual harassment, gender violence or irregularities rights of women workers.</li> <li>• Mechanism of anonymity has been delivered through a socialization program routine to the employee housing or field.</li> </ul>	<p>The company can show their policy on women worker. Nondiscrimination has been implemented. Nevertheless, there is nonconformity regarding overtime payment for babysitter. CH has shown the evidence of compliance to RSPO standard criteria 6.7; 6.8 and 6.9.</p>
<p><b>Environmental Agency, Aceh Timur District</b></p> <ul style="list-style-type: none"> <li>- The company has had environmental documents (EIA)</li> <li>- The company has had hazardous waste storage approved by local government</li> <li>- The company has had permit from local government regarding disposal of waste water treatment plants to water or water sources.</li> <li>- The test results periodically sent to the local government.</li> <li>- There is no issue of environmental pollution</li> </ul>	<ul style="list-style-type: none"> <li>- Company has environmental documents are SEL documents for PT PPP; DPLH documents for PT PSS; and documents DPLH for PT PSS. It was in accordance with the <b>indicators 5.1.1</b></li> <li>- The company has had hazardous waste storage approved by local government. It was in accordance with the <b>indicators 2.1.2 and 4.6.6</b></li> <li>- The company had permit from local government regarding disposal of waste water treatment plants to water or water sources in accordance with national government No. 82/2001. It was in accordance with the <b>indicators 2.1.2 &amp; 4.4.3</b></li> <li>- The test results periodically sent to the local government. It was in accordance with the indicators <b>4.4.1 &amp; 4.4.3</b></li> </ul>
<p><b>Labor Agency, Aceh Timur District</b></p> <ul style="list-style-type: none"> <li>- The wages of all workers have been paid in accordance with the local government.</li> <li>- The company has provided housing, water, electricity, masques, clinics, etc. to workers.</li> <li>- All workers have registered with the program BPJS.</li> <li>- The companies have P2K3 organization that has been authorized and regularly has submit reports to Labor Agency</li> </ul>	<ul style="list-style-type: none"> <li>- The wages of all workers have been paid in accordance with the local government. It was in accordance with the <b>indicators 6.1.5</b></li> <li>- The Company has provided housing, water, electricity, masques, clinics, etc. to workers. It was in accordance with the <b>indicators 6.5.3</b></li> <li>- All workers have registered with the program BPJS. It was in accordance with the <b>indicators 4.7.6</b></li> </ul>

Public Issues (Institution/ NGO/Community)	Auditor Verification
<ul style="list-style-type: none"> <li>- The company has had <i>PKB</i> authorized by Labor Agency.</li> <li>- The company has workers union at each unit</li> <li>- There is an accident at the companies</li> <li>- There are no child laborers under age at the companies</li> <li>- There are no foreign workers at the companies</li> <li>- There are no labor discrimination at the companies</li> </ul>	<ul style="list-style-type: none"> <li>- Companies have <i>P2K3</i> organization that has been authorized by the Manpower and regularly submit reports. It was in accordance with the <b>indicators 2.1.1; 4.7.1; 4.7.3; 4.7.4; 4.7.5</b></li> <li>- The company has had <i>PKB</i> authorized by Labor Agency. It was in accordance with the <b>indicators 6.5.2; 6.6.1; 6.8.3</b></li> <li>- The company has adopted a policy the workers union at each unit. It was in accordance with the <b>indicators 6.6.1</b></li> <li>- There is an accident at the companies. It was in accordance with the <b>indicators 4.7.2; 4.7.7</b></li> <li>- There are no child laborers under age at the companies. It was in accordance with the <b>indicators 6.7.1</b></li> <li>- There are no foreign workers at the companies. It was in accordance with the <b>indicators 6.12.1</b></li> <li>- There are no labor discrimination at the companies. It was in accordance with the <b>indicators 6.8.2</b></li> </ul>
<b>National Land Agency, Aceh Timur District</b> <ul style="list-style-type: none"> <li>- The company has had <i>HGU</i>. Obtaining the <i>HGU</i> already passed the requisite requirement of the request <i>HGU</i> defined by BPN, such as the location permit, the release of land rights of other parties, land compensation (if any), environmental document, IUP, etc.</li> <li>- Until now there is no report coming to the BPN related to land disputes</li> </ul>	The Company has had <i>HGU</i> and there is no dispute about that. It was in accordance with the <b>Criterion 2.2; 2.3; 7.6</b>
<b>Plantation and Animals Agency, Aceh Timur District</b> <ul style="list-style-type: none"> <li>- There are no peat land areas within the <i>HGU</i> area.</li> <li>- There are no protected areas within in <i>HGU</i> area.</li> <li>- The company has had IUP.</li> <li>- Until now, development of plasma not yet realized.</li> </ul>	<ul style="list-style-type: none"> <li>- Based on the map of soil types, there are no areas with peat soil types. It was in accordance with the <b>criteria of 3.1; 4.3</b></li> <li>- There are no protected areas within in <i>HGU</i> area. It was in accordance with the <b>Criterion 2.2</b></li> <li>- The company has had IUP. It was in accordance with the <b>Criterion 1.2.1</b></li> <li>- Until now, development of plasma not yet realized. It was in accordance with the <b>Criterion 6.11 &amp; 6.1.5</b></li> </ul>
WALHI Aceh (Wahana Lingkungan Hidup)	There was no response from NGOs
Fauna dan Flora International Program Aceh	There was no response from NGOs
Jaringan komunitas Masyarakat Adat Aceh	There was no response from NGOs



Public Issues (Institution/ NGO/Community)	Auditor Verification
WWF	There was no response from NGOs
SAWIT WATCH	There was no response from NGOs

<b>4.0</b>	<b>4.0 CERTIFIED ORGANISATION'S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY</b>
<b>4.1</b>	<b>Formal Sign-off of Assessment Findings</b>
	<p>Hereunder sign by management representative from inspected company to acknowledge a field assessment and agree for all content explained in this assessment report, included of non-compliance findings.</p> <p>Signed on behalf of:</p> <div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="text-align: center;"> <p>PT Perkasa Subur Sakti, PT Padang Palma Permai, PT Perkebunan Sri Kuala Head of PSQM</p>  <p><b><u>Mohamad Pirabaharan</u></b> Monday , 08 May 2017</p> </div> <div style="text-align: center;"> <p>PT Mutuagung Lestari Lead Auditor</p>  <p><b><u>Oktovianus Rusmin</u></b> Monday , 08 May 2017</p> </div> </div>

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

No	Institution/NGO/Community	Address	Phone /Email	Form of Communication	Date of Contact	Respon	
						Yes	No
1	Labor Agency, Aceh Timur District	Aceh Timur district		Interview	March 07 <sup>th</sup> 2016	✓	
2	Plantation and Animals Agency, Aceh Timur District	Aceh Timur district		Interview	March 07 <sup>th</sup> 2017	✓	
3	Environmental Agency	Aceh Timur district		Interview	March 07 <sup>th</sup> 2017	✓	
4	National Land Agency (BPN)	Aceh Timur district		Interview	March 07 <sup>th</sup> 2017	✓	
5	Village Head of Kebun Tanah Terban Village	Kebun Tanah Terban Village, Sub, District of Aceh Tamiang		Interview	March 07 <sup>th</sup> 2017	✓	
6	Village Head of Tualang Pateng Village	Tualang Pateng Village, Kec. Peureulak Timur, Kab. Aceh Timur		Interview	March 08 <sup>th</sup> 2017	✓	
7	Village Head of Kebun Batang Ara Village	Kebun Batang Ara Village, District of Aceh Timur		Interview	March 07 <sup>th</sup> 2017	✓	
8	Labour Union	Aceh Tamiang and Aceh Timur district		Interview	March 07-08 <sup>th</sup> 2017	✓	
9	Gender commite	Aceh Tamiang and Aceh Timur district		Interview	March 07-08 <sup>th</sup> 2017	✓	
10	Local contrator	Aceh Tamiang and Aceh Timur district		Interview	March 07-08 <sup>th</sup> 2017	✓	
11	WALHI Aceh (Wahana Lingkungan Hidup)	-	<a href="mailto:wahiatjeh@gmail.com">wahiatjeh@gmail.com</a>	Kuesioner via Email	February 28 <sup>th</sup> 2017		✓
	Fauna dan Flora International Program Aceh	-	<a href="mailto:ffi.aceh@ffi.or.id">ffi.aceh@ffi.or.id</a>	Kuesioner via Email	February 28 <sup>th</sup> 2017		✓
12	Jaringan komunitas Masyarakat Adat Aceh	-	<a href="mailto:jkma.aceh@gmail.com">jkma.aceh@gmail.com</a>	Kuesioner via Email	February 28 <sup>th</sup> 2017		✓
13	WWF	-	<a href="mailto:wwf-indonesia@wwf.or.id">wwf-indonesia@wwf.or.id</a>	Kuesioner via Email	February 28 <sup>th</sup> 2017		✓
14	SAWIT WATCH	-	<a href="mailto:info@sawitwatch.or.id">info@sawitwatch.or.id</a>	Kuesioner via Email	February 28 <sup>th</sup> 2017		✓

**Appendix 2. Assessment Program**

DATE		6 to 10 March 2017	
PLANNED TIME	ACTUAL DURATION	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
<b>Monday, 6 March 2017</b>			
06.45 - 08.45		<b>JAKARTA → MEDAN</b>	
09.30 - 13.30		<b>Traveling from Medan to Plantation Site (PT Padang Palma Permai)</b>	<b>Auditor Team</b>
14.30 - 15.00		<b>Opening Meeting</b> <ul style="list-style-type: none"> <li>Auditee Speech (Introduction of PIC, Profile of Mill and Estates Management Unit)</li> <li>Auditor Team Speech (Introduction, Audit Objective, Audit Scope, Audit Plan Discussion, Determine of Audit Sample, Determine of Field Visit Audit, Transparency and Confidentiality Clarification)</li> </ul>	<b>MR of PT PSS, PPP, PSK &amp; Auditor Team</b>
15.00 – 17.00		<ul style="list-style-type: none"> <li><b>Review of Previous Visit Non-conformance (ASA 03)</b></li> <li><b>Document Verification</b> <ul style="list-style-type: none"> <li>Basic Information</li> <li>Occupational Health &amp; Safety Aspect (PPE Used in Harvest, Manure &amp; Pesticide Application) and Worker Welfare</li> <li>Agronomy (Harvesting &amp; Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application)</li> <li>Environmental/Conservation Aspect (Inspection of HCV Identified Area, Riparian/Waterways Zone, Reservoir, Forest Area, Peat Area (Water management, etc)</li> <li>Legal Demarcation Aspect (Inspection of Legal Boundary Stones, Community Buffer Area/Enclave)</li> <li>Worker's Facilities Aspect (Housing, Daycare, Sports Facilities, Employees Meeting Hall, Sanitary Facilities) &amp; (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management)</li> </ul> </li> </ul>	<b>MRD</b> <b>MRD</b> <b>MRD</b> <b>SHL</b> <b>ORN</b> <b>DHT</b>
<b>Tuesday, 7 March 2017</b>			
08.00 – 14.00		<b>Stakeholder Consultation to Related Agency in East Aceh District</b>	<b>SHL</b>
08.00 – 12.00		<b>Field Observation to Tamiang</b> <ul style="list-style-type: none"> <li>Implementation of Agronomy Aspect (Harvesting &amp; Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application) &amp; Implementation of Occupational Health &amp; Safety Aspect</li> <li>Implementation of Environmental, Conservation and Waste Management Aspect (Domestic Waste Management, Fire Control Facilities and HCV Area).</li> <li>Implementation of Legal Aspect (Land Ownership, Legal Boundaries), Stakeholder Consultation to Community Surround</li> <li>Implementation of Social Aspect (Communication and Transparency, Procedure and Mechanism of Complaint and Grievance)</li> <li>Observation of Workers Facilities (Housing, School, Worship Place, Clinic, etc).</li> </ul>	<b>MRD</b> <b>ORN</b> <b>ORN</b> <b>DHT</b> <b>DHT</b>
12.00 – 14.00		<b>Break</b>	
14.00 – 17.00		<b>Clarification of Field Observation &amp; Completing of Check List</b>	<b>Auditor Team</b>
<b>Wednesday, 8 March 2017</b>			
08.00– 12.00		<b>Field Observation to Blang Simpo 2 Estate</b>	

DATE		6 to 10 March 2017	
PLANNED TIME	ACTUAL DURATION	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
		<ul style="list-style-type: none"> <li>Implementation of Agronomy Aspect (Harvesting &amp; Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application) &amp; Implementation of Occupational Health &amp; Safety Aspect</li> <li>Implementation of Environmental, Conservation and Waste Management Aspect (Domestic Waste Management, Fire Control Facilities and HCV Area).</li> <li>Implementation of Legal Aspect (Land Ownership, Legal Boundaries), Stakeholder Consultation to Community Surround</li> <li>Implementation of Social Aspect (Communication and Transparency, Procedure and Mechanism of Complaint and Grievance)</li> <li>Observation of Workers Facilities (Housing, School, Worship Place, Clinic, etc)..</li> </ul>	MRD SHL ORN DHT
12.00 – 14.00		<b>Break</b>	
14.00 – 17.00		<b>Field Observation to Blang Simpo POM</b> <ul style="list-style-type: none"> <li>SCCS Verification</li> <li>Production/Processing and Health &amp; Safety</li> <li>Emergency Equipment Check &amp; Emergency Team Interview</li> <li>Hazardous Waste Storage, POME + Land Application</li> <li>Management of Environment (Environment monitoring station &amp; GHG, etc)</li> <li>Worker Facilities (Housing, health clinic, clean water, etc)</li> <li>Worker Rights (Status, Payment Condition, Gender Aspect, etc)</li> <li><b>Internal Stakeholder Consultation (Labour Union &amp; Gender Committee)</b></li> <li><b>Local Contractor Interview</b></li> </ul>	ORN MRD MRD SHL SHL DHT ORN
<b>Thursday , 9 March 2017</b>			
08.00 – 12.00		<b>Field Observation to Batang Ara Estate</b> <ul style="list-style-type: none"> <li>Implementation of Agronomy Aspect (Harvesting &amp; Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application) &amp; Implementation of Occupational Health &amp; Safety Aspect</li> <li>Implementation of Environmental, Conservation and Waste Management Aspect (Domestic Waste Management, Fire Control Facilities and HCV Area).</li> <li>Implementation of Legal Aspect (Land Ownership, Legal Boundaries), Stakeholder Consultation to Community Surround</li> <li>Implementation of Social Aspect (Communication and Transparency, Procedure and Mechanism of Complaint and Grievance)</li> <li>Observation of Workers Facilities (Housing, School, Worship Place, Clinic, etc)</li> </ul>	MRD SHL ORN DHT DHT
12.00 – 14.00		<b>Break</b>	
14.00 – 17.00		<b>Clarification of Field Visit &amp; Completing of Check List</b>	Audtor Team
20.00 – 24.00		<b>Team Auditor Meeting (Preparation for Audit Conclusion)</b>	Audtor Team
<b>Friday , 10 March 2017</b>			
08.00 -10.00		<b>Closing Meeting</b>	MR of PT PSS, PPP, PSK & Auditor Team
10.30 - 14.30		<b>Traveling from Plantation Site to Medan</b>	Audtor Team
17.00 - 19.00		<b>MEDAN → JAKARTA</b>	Audtor Team