

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

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

Name of Management Organisation : **Semilar Mill, PT Tapan Nadenggan subsidiary of GOLDEN AGRI RESOURCES Ltd.**

Plantation Name : PT Tapan Nadenggan, Semilar Estate and Sei Rindu Estate  
PT Buana Artha Sejahtera, Mandang Estate and Puri Estate

Location : Rungau Raya Village, Sub District of Danau Siluluk, District of Seruyan,  
Kalimantan Tengah Province, Indonesia

Certificate Code : MUTU-RSPO/028

Date of Certificate Issue : 22 July 2018                      Date of License Issue : 22 July 2018

Date of Certificate Expiry : 21 July 2023                      Date of License Expiry : 21 July 2019

Assessment	Assessment Date	PT. Mutuagung Lestari Auditor	Reviewed by	Approved by
<b>Re-certification</b>	23 to 26 April 2018	Andi Pratama Pasaribu (LA Witnessed), Trismadi Nurbayuto (LA Witnessing), Yudhi Yuniarto Tallutondok, Bayu Yogatama, Steve Mualim	Ganapathy Ramasamy	Ardiansyah

Assessment	Approved by MUTUAGUNG LESTARI on:
<b>Re-certification</b>	<b>13 July 2018</b>

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### FIGURE

Figure 1. Location Map of PT Tapan Nadenggan and PT Buana Artha Sejahtera

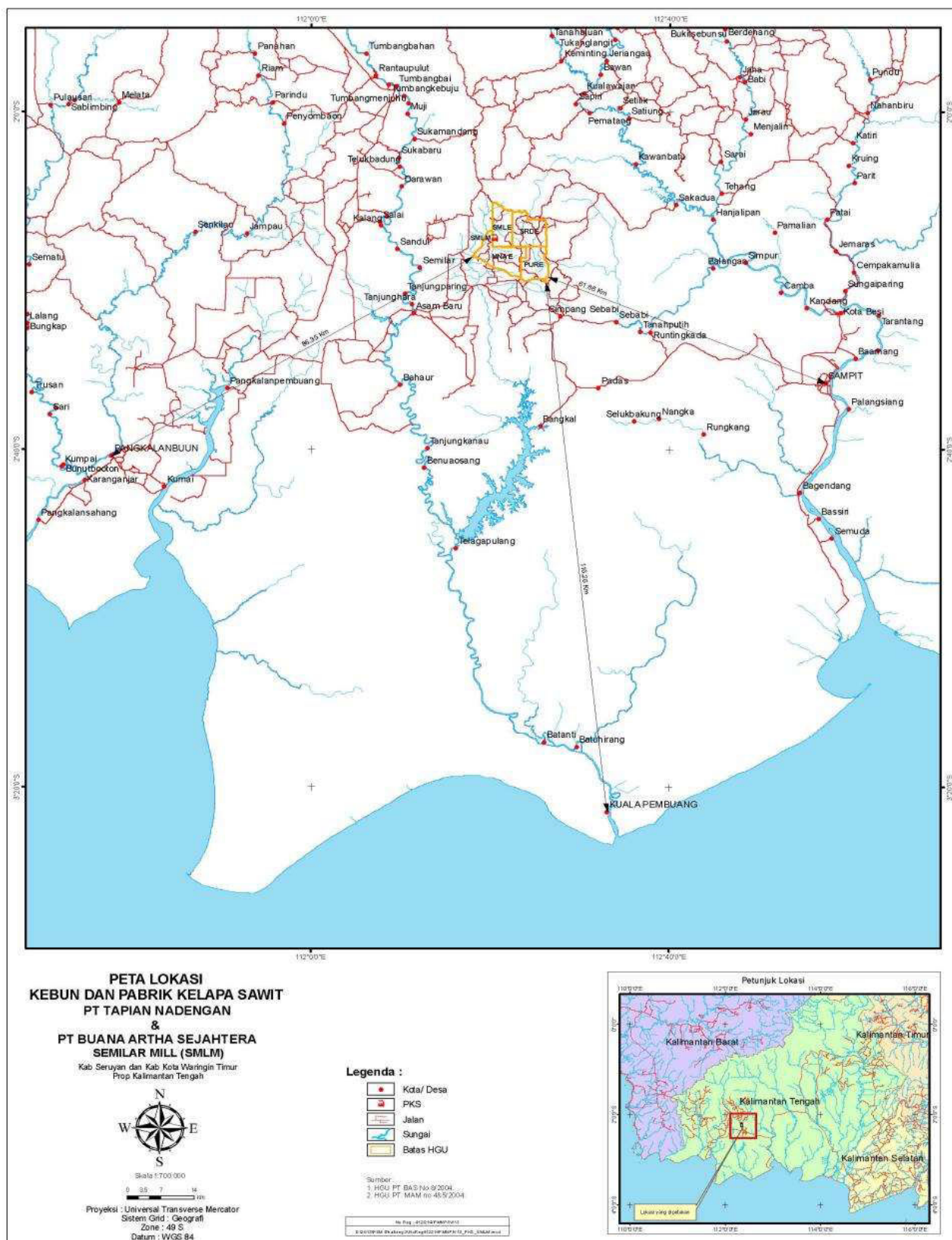


Figure 2. Operational Map of Semilar Estate – PT Tapian Nadenggan

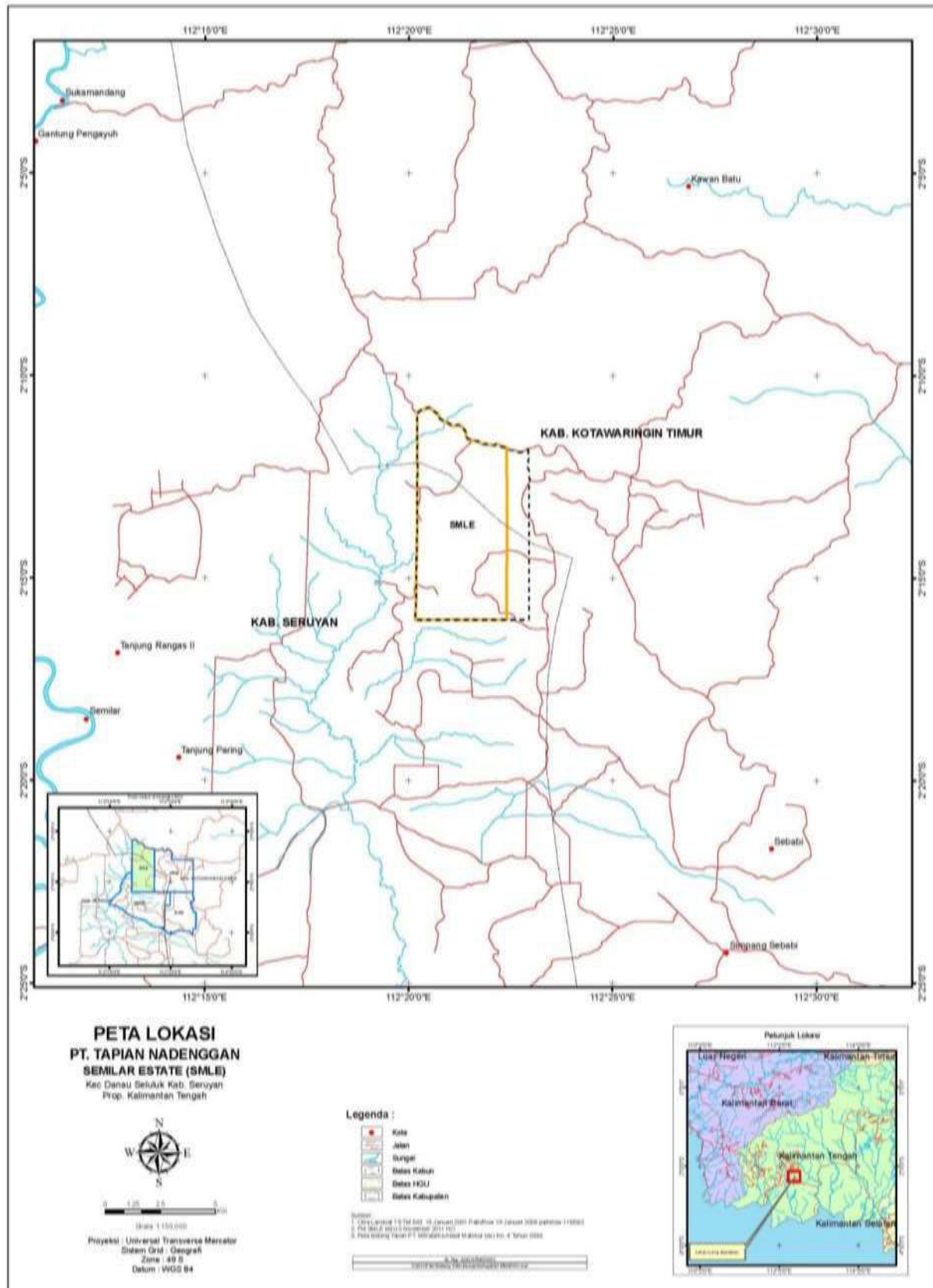




Figure 3. Operational Map of Sei Rindu – PT Tapian Nadenggan

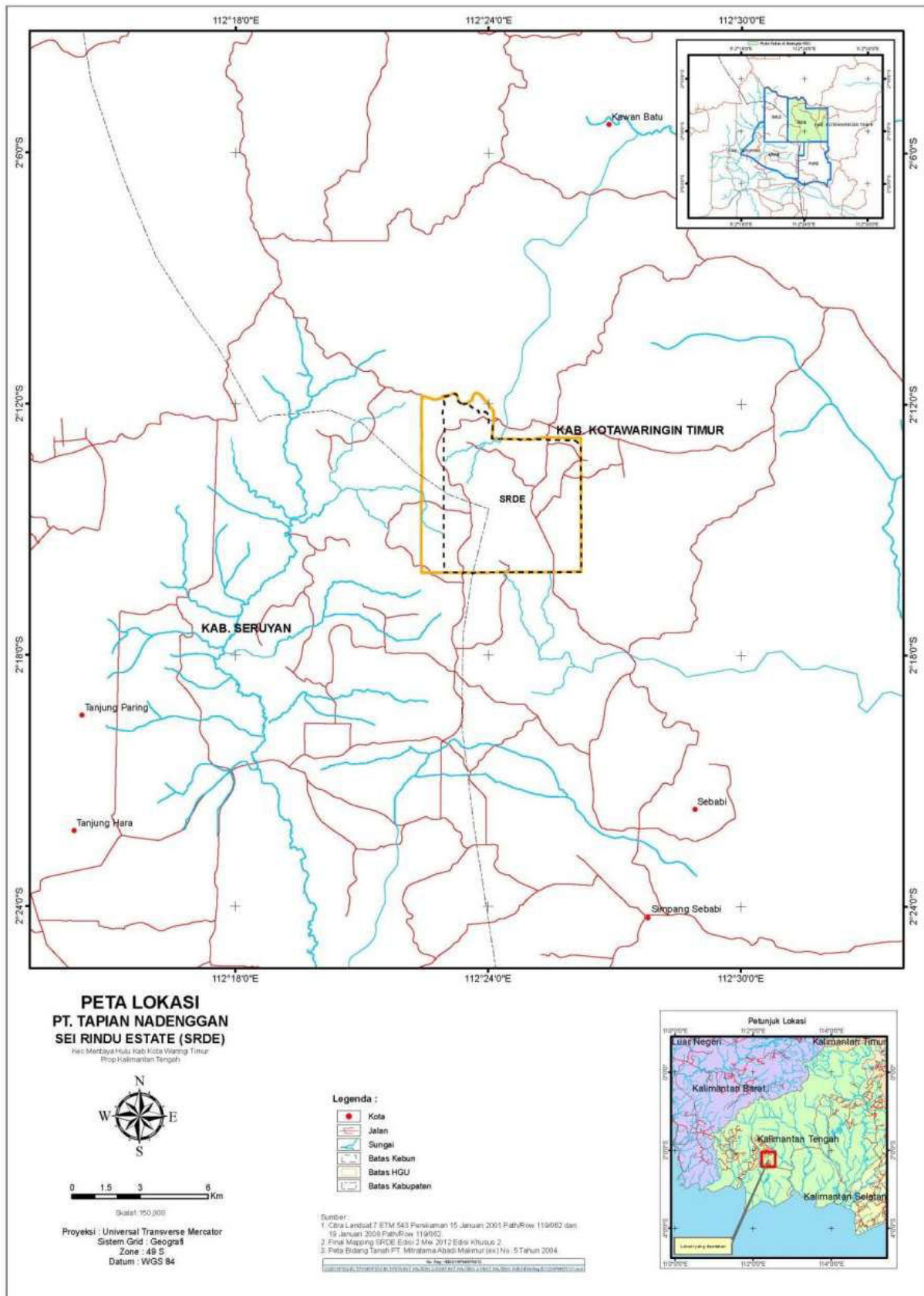


Figure 4. Operational Map of Puri Estate – PT Buana Artha Sejahtera

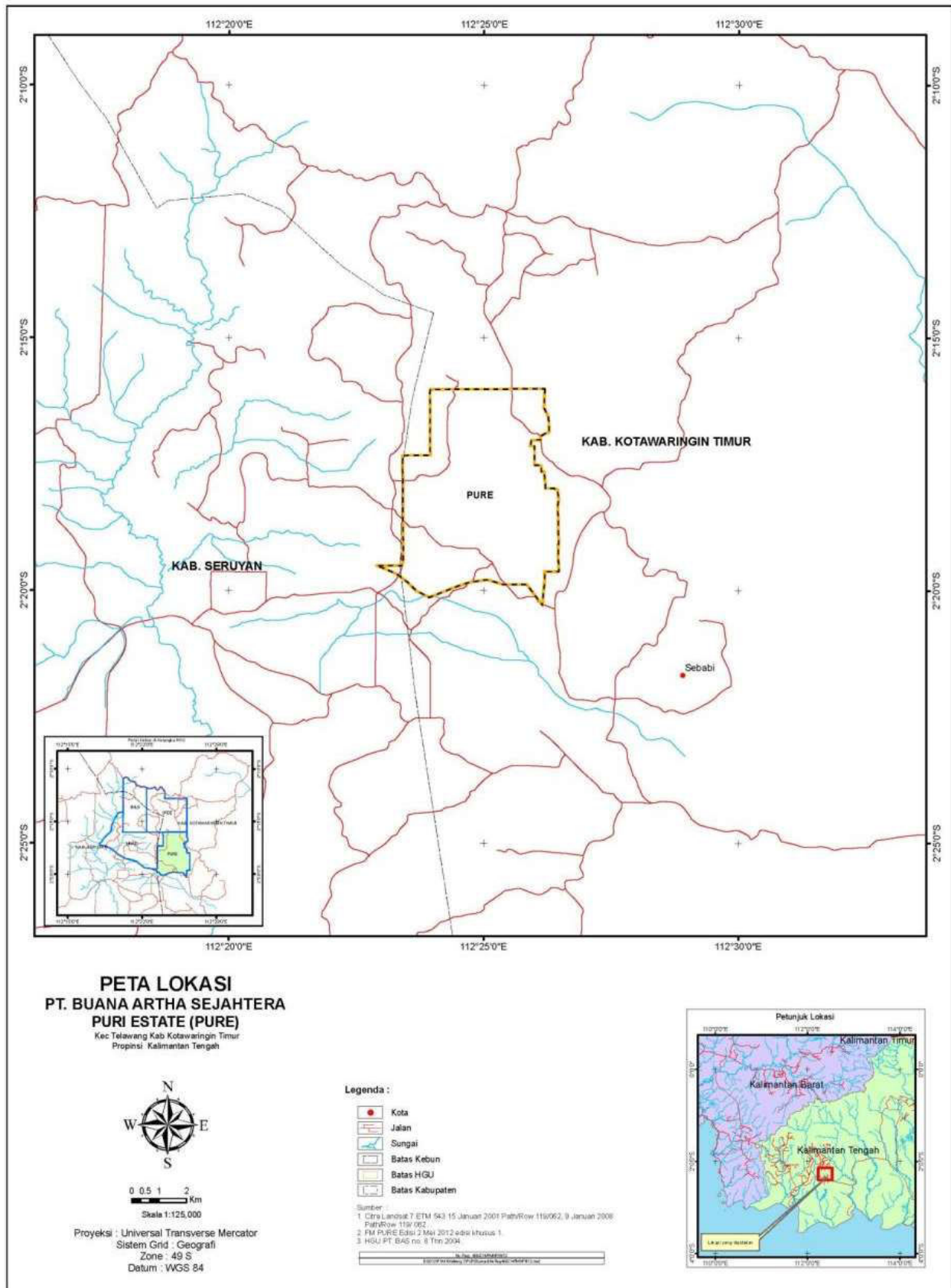
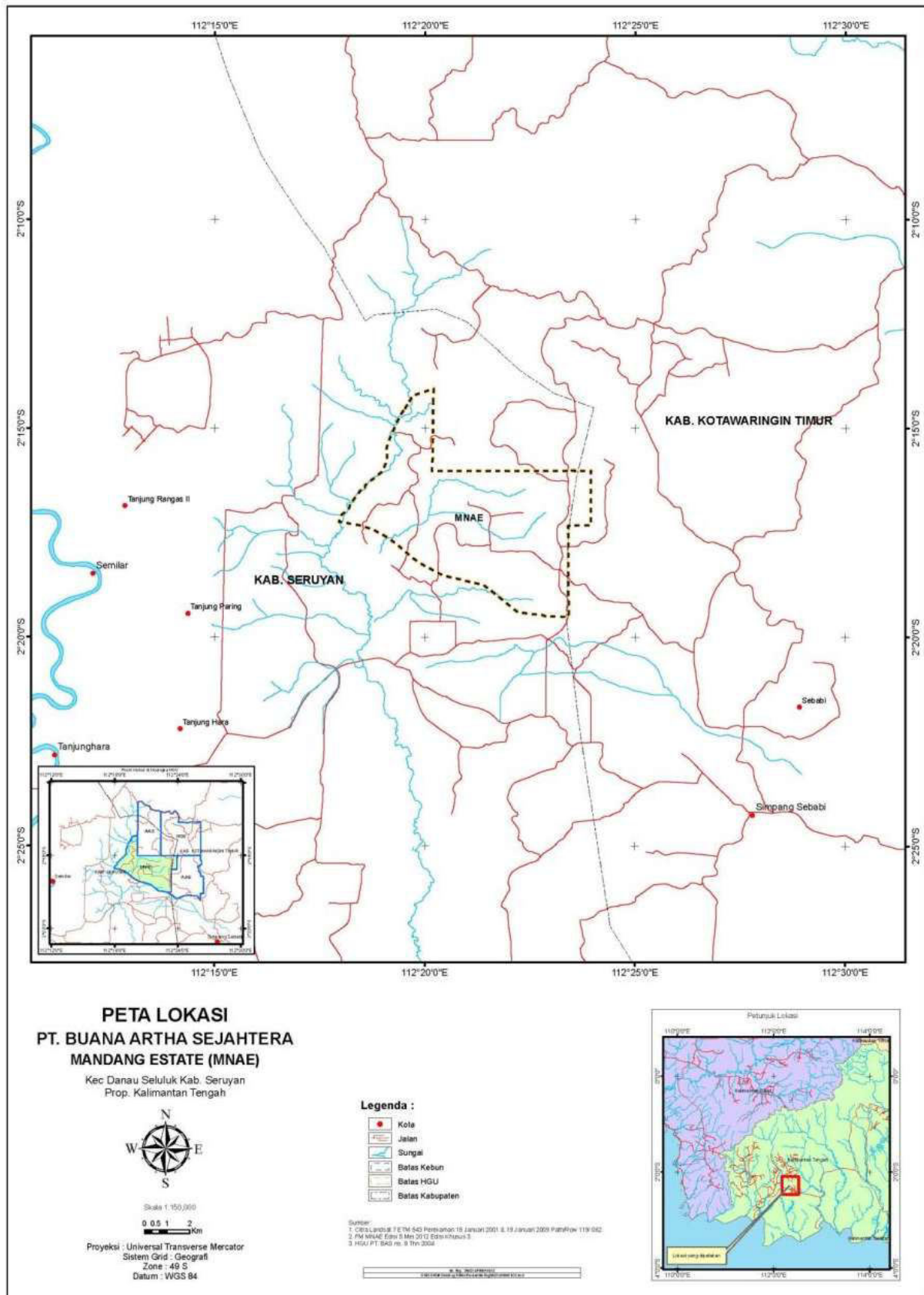


Figure 5. Operational Map of Mandang Estate – PT Buana Artha Sejahtera





## Glossary

ASA	: Annual Surveillance Assessment
B3	: <i>Bahan Berbahaya dan Beracun</i> (Hazardous Waste)
BAP	: Bina Abadi Pratama
BAS	: Buana Artha Sejahtera
BOD	: Biological Oxygen Demand
BPA	: Balai Penitipan Anak / Daycare
BPJS	: <i>Badan Penyelenggara Jaminan Sosial</i> (Social Assurance of Labor)
BPJN	: <i>Badan Pertanahan Nasional</i>
CH	: Certificate Holder
CITES	: Convention on International Trade in Endangered Species of Wild Fauna and Flora
CPO	: Crude Palm Oil
CPR	: Cardiopulmonary Resuscitation
CSR	: Corporate Social Responsibility
EFB	: Empty fruit bunch
FFB	: Fresh Fruit Bunch
FPIC	: Free Prior Informed and Consent
FS	: Fertilizer Spreader
GAR	: Golden Agri Resources
GHG	: Greenhouse Gas
GSEP	: Golden Agri Resources Social Environment Policy
HCV	: High Conservation Value
HGU	: <i>Hak Guna Usaha</i> / land use title
HIRAC	: Hazard Identification and Risk Assessment
HIRADC	: Hazard Identification, Risk Assessment and Determining Control
HRD	: Human Resource Division
IPM	: Integrated Pest Management
ISCC	: International Sustainability & Carbon Certification
ISPO	: Indonesian Sustainable Palm Oil
IU	: Immature Upkeep
LSU	: Leaf Sampling Unit
LUCA	: Land Use Change Analysis
MCAR	: Management Committee Agronomy and Research
MHS	: Micron HerbySprayer
MNAE	: Mandang Estate
MSDS	: Material Safety Data Sheets
MU	: Mature Upkeep
NGO	: Non Government Organization
OER	: Oil Extraction Rate
OHS	: Occupational Health and Safety
OHSMS	: Occupational Health and Safety Management System
OIA	: Operational Internal Audit
P2K3	: <i>Panitia Pelaksana Kesehatan dan Keselamatan Kerja</i> (OHS Guiding Committee)
PIC	: Person In Charge
PK	: Palm Kernel
PKB	: <i>Perjanjian Kerja Bersama</i>
PMNP	: Plantation Monitoring and Planning
POME	: Palm Oil Mill effluent
PPE	: Personal protective equipment
RC	: Regional Control
RKL/RPL	: <i>Rencana Pengelolaan Lingkungan / Rencana Pemantauan Lingkungan</i> (Environment Management and



	Monitoring Plan)
RSPO	: Roundtable Sustainable Palm Oil
RSUD	: <i>Rumah sakit umum daerah</i> / regional hospital
RTE	: Rare trade endangered
SAP	: Sistem Application in Product in Data Processing Unit
SCCS	: Supply Chain Certification Standard
SIA	: Social Impact Assessment
SMARTRI	: SMART Research Institute
SMLE	: Semilar Estate
SMLE	: Senilar Mill
SOP	: Standart Operating System
SPO	: Sustainable Palm Oil
SRDE	: Sei Rindu Estate
SSA	: Social Security Administrator
SSU	: Soil Sampling Unit
TN	: Tapian Nadenggan
VPA	: Vice President Assesment
WTP	: Water Treatment Plant
WWTP	: Waste Water Treatment Plant

<b>1.0 SCOPE OF THE CERTIFICATION ASSESSMENT</b>				
<b>1.1 Assessment Standard Used</b>				
	<ul style="list-style-type: none"> <li>Indonesian National Interpretation of RSPO Principles and Criteria 2013 by INA-NITF, July 2016 (Endorsed by the RSPO Board of Governors meeting on 30<sup>th</sup> September 2016)</li> <li>RSPO Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014 (Revised on 14 June 2017)</li> </ul>			
<b>1.2 Organisation Information</b>				
1.2.1	Organisation name listed in the certificate	PT TAPIAN NADENGGAN and PT BUANA ARTHA SEJAHTERA subsidiary of GAR.		
1.2.2	Contact person	Ismu Zulfikar		
1.2.3	Organisation address and site address	RSPO registered company: 108 Pasir Panjang Road, #06-00 Golden Agri Plaza, Singapore 118535  Liaison Office: Sinar Mas Land Plaza, Tower II, 30th Floor Jl. MH Thamrin No. 51, Jakarta 10350, Indonesia		
1.2.4	Telephone	(+62-21) 50338899		
1.2.5	Fax	(+62-21) 50389999		
1.2.6	E-mail	<a href="mailto:ismu-zulfikar@smart-tbk.com">ismu-zulfikar@smart-tbk.com</a>		
1.2.7	Web page address	<a href="http://www.goldenagri.com.sg">www.goldenagri.com.sg</a>		
1.2.8	Management Representative who completed the application for certification	Ismu Zulfikar (Head of Environmental Department)		
1.2.9	Registered as RSPO member	1-0019-05-000-00, 30 January 2005		
<b>1.3 Type of Assessment</b>				
1.3.1	Scope of Assessment and Number of Management Unit	Palm Oil Mill and supply base: Semilar Mill, Semilar Estate, Mandang Estate, Sei Rindu Estate and Puri 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>
	Semilar Mill	Village of Rungau Raya, Sub District of Danau Siluluk, District of Seruyan, Province of Kalimantan Tengah, Indonesia.	S 2° 14.' 54"	E 112° 20' 26"
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>
	Semilar Estate (PT TN)	Village of Rungau Raya, Sub District of Danau Siluluk, District of Seruyan,	S 2° 15' 06"	E 112° 20' 59"

	Province of Kalimantan Tengah, Indonesia.		
Sei Rindu Estate (PT TN)	Village of Pantap, Sub District of Mentaya Hulu, District of Kotawaringi Timur, Province of Kalimantan Tengah, Indonesia.	S 2° 15' 13"	E 112° 24' 29"
Mandang Estate (PT BAS)	Village of Rungau Raya, Sub District of Danau Siluluk, District of Seruyan, Province of Kalimantan Tengah, Indonesia.	S 2° 16' 28"	E 112° 20' 17"
Puri Estate (PT BAS)	Village of Biru Maju, Sub District of Telawang, District of Kotawaringin Timur, Province of Kalimantan Tengah, Indonesia.	S 2° 18' 22"	E 112° 25' 13"

**1.5 Description of Area Statement**

1.5.1	Tenure	
	• State	<b>17,088.00</b> Ha
	<i>CH has had the land rights in the form of Land Use Title (HGU) for an area of 8,279.23 hectares which consist of 2 certificate HGU and HGU progress of PT BAS for an area of 8,808.77 Ha</i>	
	• Community	- Ha

**1.5.2 Area Statement**

	Descriptions	Total (Ha)
	• Total area	<b>17,088.00</b>
	• Mature area	15,860.22
	• Immature area	-
	• Mill and Emplishment	193.77
	• Infrastructure (road, drain and swamp)	674.27
	• Occupation	205.96
	• HCV	146.74
	• Others	7.04

**1.6 Planting Year and Cycles**

1.6.1	Age profile of planting year				
Planting Year	Hectarage (Ha)				
	Semilar Estate	Sei Rindu Estate	Mandang Estate	Puri Estate	Total
1998	-	-	16.40	-	16.40
2000	-	-	176.35	323.19	499.54
2001	-	-	157.95	-	157.95
2004	-	-	106.66	-	106.66
2005	2,998.59	-	480.77	1,202.35	4,681.71
2006	1,010.24	3,450.02	2,945.06	655.60	8,060.92
2007	-	290.16	822.64	733.04	1,845.84
2008	-	-	46.22	407.04	453.26



	2011	-	-	37.94	-	37.94
	TOTAL	4,008.83	3,740.18	4,789.99	3,321.22	15,860.22
1.6.2	New Planting area after January 2010			- Ha		
1.6.3	Planting Cycle			1 <sup>st</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 (%)
	Semilar	80	394,852.72	94,853.49	24.02	22,539.73
						5.71
	*Production data source from April 2017 – March 2018					
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/y ear)	Supplied to Mill
						FFB (tonnes/year)
						%
	Semilar	4,288.63	4,008.83	105,483.79	26.34	105,483.79
	Sei Rindu	3,990.60	3,740.18	103,171.10	27.52	103,171.10
	Mandang	5,170.35	4,789.99	107,967.60	22.54	107,872.70
	Puri	3,638.42	3,321.22	75,896.13	22.85	75,408.11
	TOTAL	17,088.00	15,860.22	392,518.62	24.74	391,935.70
						99.85
	*Production data source from April 2017 – March 2018					
1.7.3	FFB description from other source					
	Name of sources/Organisation (RSPO certified / non-certified)	Type of Organisation	number of smallholders	Productio n Area (Ha)	Supplied to Mill	
					FFB (tonnes/year)	
	Tangar Estate	PT BAP (certified)	-	4,014.84	2,176.30	
	Bukit Tiga Estate	PT BAP (certified)	-	2,628.41	740.72	
	TOTAL					2,917.02
	*Production data source from April 2017 – March 2018					
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 22 July 2017 to 21 July 2018 (tonnes/year)		Actual certified product 22 July 2017 to 21 April 2018 (tonnes/year)	
	• FFB Production		417,025		280,171.42	
	• CPO Production		104,256		67,319.34	
	• Palm Kernel (PK) Production		22,936		15,794.56	
1.8.2.	Product Selling					
	Tonnage of selling product		Period of actual selling product 22 July 2017 to 21 April 2018			
	• CSPO sold as RSPO certified product		45,021.63			

	<ul style="list-style-type: none"><li>CSPK sold as RSPO certified product</li><li>CSPO sold under other scheme</li><li>CSPK sold under other scheme</li><li>CSPO sold as conventional</li><li>CSPK sold as conventional</li></ul>	13,435.21 17,920.88 - - 1,797.38						
1.8.2	Estimate of Certified FFB Claim							
	<b>Name of Estate(s)</b>	<b>Total Area (Ha)</b>	<b>Planted Area (Ha)</b>	<b>FFB (tonnes/year)</b>	<b>Yield (tonnes/ha/year)</b>			
	Semilar	4,288.63	4,008.83	108,238	27.00			
	Sei Rindu	3,990.60	3,740.18	108,465	29.00			
	Mandang	5,170.35	4,789.99	114,960	24.00			
	Puri	3,638.42	3,321.22	79,707	24.00			
	<b>TOTAL</b>	<b>17,088.00</b>	<b>15,860.22</b>	<b>411,370</b>	<b>25.94</b>			
	<i>*Projected FFB production for 22 July 2018 to 21 July 2019</i>							
1.8.3	Estimate of Certified Palm Product Claim							
	<b>Name of Mill</b>	<b>Capacity (tonnes/ hour)</b>	<b>FFB Processed (tonnes/year)</b>	<b>CPO</b>	<b>Palm Kernel</b>	<b>Module</b>		
				<b>Out put (ton)</b>	<b>Extraction (%)</b>		<b>Out put (ton)</b>	<b>Extraction (%)</b>
	Semilar	80	411,370	98,729	24	23,037	5.6	IP
	<i>*Projected CPO &amp; PK production for 22 July 2018 to 21 July 2019</i>							
1.9	<b>Other Certifications</b>							
	ISO 9001:2008			-				
	ISO 14001: 2004			-				
	OHSAS 18001:2007			-				
	ISCC			ISCC ( <i>International Sustainability Carbon Certification</i> ) Registration No. EU-ISCC-Cert-DE104-07781531 valid from October, 20 <sup>th</sup> 2017 to October, 20 <sup>th</sup> 2018				
	ISPO			MUTU-ISPO/063, issued by PT Mutuagung Lestari valid from 19 July 2016 to 18 Juli 2021				
1.10	<b>Time Bound Plan</b>							
1.10.1	<b>Time Bound Plan for Other Management Units</b>							
	<b>Management Unit</b>		<b>Estate (Supply Base)</b>	<b>Time Bound Plan</b>	<b>Location</b>	<b>Status</b>		
	<b>Mill</b>	<b>Time Bound Plan</b>						
	Pangkalan Panji (PT Sawit Mas Sejahtera)	2013	Sawit Mas Estate	2013	South Sumatera	Certified		
	Bumi Sawit Mill (PT Bumi Sawit Permai)	2013	Bumi Sawit Estate	2013	South Sumatera	Certified		
	Muara Kandis Mill	2013	Muara Tawas Estate	2013	South Sumatera	Certified		

(PT Djuanda Sawit Lestari)		Muara Kandis Estate	2013	South Sumatera	Certified
		Muara Kandis Estate (HGU on progress – 574.58 Ha)	2020	South Sumatera	-
		Smallholder (KKPA Pandawa)	2019	South Sumatera	-
		Smallholder (Pandawa Plasma)	2019	South Sumatera	-
Sungai Rungau Mill (PT Sumber Indah Perkasa)	2013	Sungai Rungau Estate	2013	Central Kalimantan	Certified
		Sungai Seruyan Estate	2013	Central Kalimantan	Certified
		Terawan Estate	2013	Central Kalimantan	Certified
		Tangar Estate	2013	Central Kalimantan	Certified
		Bukit Tiga Estate	2013	Central Kalimantan	Certified
Bukit Perak EMIII (PT Bumi Permai Lestari)	2013	Bukit Perak Estate	2013	Bangka Belitung	Certified
		Bukit Permata Estate	2013	Bangka Belitung	Certified
Tanjung Kembiri Mill (PT Forestalestari Dwikarya)	2013	Tanjung Kembiri Estate	2013	Belitung	Certified
		Tanjung Rusa Estate	2013	Belitung	Certified
		Tanjung Rusa KKPA	2019	Belitung	-
Sungai Buaya Mill (PT Sumber Indah Perkasa)	2014	Sungai Buaya Estate	2014	Lampung	Certified
		Smallholder (KKPA Gedung Aji Lama)	2014	Lampung	Certified
		Smallholder (KKPA Mesuji)	2014	Lampung	Certified
Sungai Merah Mill (PT Sumber Indah Perkasa)	2014	Sungai Merah Estate	2014	Lampung	Certified
		Smallholder (KKPA Gedung Aji Baru)	2014	Lampung	Certified
Kasuari Mill (PT Sinar Kencana Inti Perkasa)	2018	Cendrawasih Estate	2018	Papua	ST-1
		Nuri Estate	2018	Papua	ST-1
		Rajawali Estate	2018	Papua	ST-1
		Mambuk Estate (PT Sumber Indah Perkasa)	2018	Papua	ST-1
Pekawai Mill (PT Agrolestari Mandiri)	2018	Kayung Estate	2018	West Kalimantan	ST-1
		Pekawai Estate	2018	West Kalimantan	ST-1
		Sungai Kelik Estate	2018	West Kalimantan	ST-1
		Nanga Tayap Estate	2018	West Kalimantan	ST-1
		Smallholder (Kayung Plasma)	2019	West Kalimantan	ST-1
Kenanga Mill (PT Kencana Graha Permai)	2014	Kencana Estate	2015	West Kalimantan	Certified
		Cendana Estate	2015	West Kalimantan	Certified
		Kenanga Estate (PT Cahaya Nusa Gemilang)	2018	West Kalimantan	-
		Delima Estate (PT Kencana Graha Permai)	2018	West Kalimantan	-
		Gaharu Estate (PT Bangun Nusa Mandiri)	2019	West Kalimantan	-
		Smallholder (Gaharu Plasma)	2019	West Kalimantan	-
		Smallholder (Kencana Plasma)	2019	West Kalimantan	-



		Smallholder (Kenanga Plasma)	2019	West Kalimantan	-
Perdana Mill (PT Binasawit Abadi Pratama)	2020	Perdana Estate	2020	Central Kalimantan	ST-1
		Lenggana Estate	2020	Central Kalimantan	ST-1
		Semandau Estate	2020	Central Kalimantan	ST-1
		Muara Dua Estate	2020	Central Kalimantan	ST-1
Kuayan Mill (PT Agrokarya Prima Lestari)	2020	Mentaya Estate	2020	Central Kalimantan	ST-1
		Kuayan Estate	2020	Central Kalimantan	ST-1
		Bukit Santuhai Estate	2020	Central Kalimantan	ST-1
		Tajur Beras Estate	2020	Central Kalimantan	ST-1
		Seranau Estate	2020	Central Kalimantan	ST-1
		Sungai Sambon Estate	2020	Central Kalimantan	ST-1
		Smallholder (Sungai Sambon Plasma)	2020	Central Kalimantan	-
		Sapiri Estate (PT Buana Adhitama)	2020	Central Kalimantan	ST-1
		Bukit Dua Estate (PT Buana Adhitama)	2020	Central Kalimantan	
		Bukit Tunggal Estate (PT Buana Adhitama)	2020	Central Kalimantan	
		Belian Estate	2018	West Kalimantan	ST-1
		Tengkawang Estate	2018	West Kalimantan	ST-1
Belian Mill (PT Paramitra Internusa Pratama)	2018	Kenari Estate (PT Bangun Nusa Mandiri)	2019	West Kalimantan	ST-1
		KerANJI Estate (PT Bangun Nusa Mandiri)	2019	West Kalimantan	ST-1
		Muara Tawang Estate (PT Kartika Prima Cipta)	2019	West Kalimantan	ST-1
		Kapuas Hulu Estate (PT Persada Graha Mandiri)	2018	West Kalimantan	ST-1
		Sungai Beran Estate (PT Persada Graha Mandiri)	2018	West Kalimantan	ST-1
		Smallholder (Belian KKPA)	2020	West Kalimantan	-
		Smallholder (Tengkawang KKPA)	2020	West Kalimantan	-
		Smallholder (Kenari Plasma)	2019	West Kalimantan	-
		Smallholders (Kapuas Hulu KKPA)	2020	West Kalimantan	-
		Kenanga Estate (PT Cahaya Nusa Gemilang)	2018	West Kalimantan	-
Sungai Kupang Mill (PT Sinar Kencana Inti Perkasa)	2019	Sungai Kupang Estate	2019	South Kalimantan	-
		Sungai Kupang KKPA	2019	South Kalimantan	
		Senakin Estate	2019	South Kalimantan	-
Sungai Kikim Mill (PT Sawit Mas Sejahtera)	2019	Sungai Kikim Estate	2019	South Sumatera	-
		Sungai Pangi Estate	2019	South Sumatera	-
		Sungai Musi Estate	2019	South Sumatera	-
		Sungai Saling Estate	2019	South Sumatera	-
		Sungai Enim Estate (PT Bumi Sawit Permai)	2019	South Sumatera	-

		Sungai Lematang Estate (PT Bumi Sawit Permai)	2019	South Sumatera	-
Tangar Mill (PT Mitra Karya Agroindo)	2020	Sulin Estate	2020	Central Kalimantan	-
		Nahiyang Estate	2020	Central Kalimantan	-
		Katayang Estate	2020	Central Kalimantan	-
		Sungai Nusa Estate	2020	Central Kalimantan	-
		Kajui Estate (PT Agro Lestari Sentosa)	2020	Central Kalimantan	-
		Manuhing Estate (PT Agro Lestari Sentosa)	2020	Central Kalimantan	-
		Sungai Ayawan Estate (PT Aditunggal Mahajaya)	2020	Central Kalimantan	-
Sungai Magalau Mill (PT Sinar Kencana Inti Perkasa)	2019	Sungai Magalau Estate	2019	South Kalimantan	-
Jalemo Mill* PT Agro Lestari Sentosa	2020	Balasang Estate	2020	Central Kalimantan	-
		Jalemo Estate	2020	Central Kalimantan	-
Sako Mill* (PT Adi Tunggal Mahajaya)	2020	Sulin Plasma	2020	Central Kalimantan	-
		Sapiri Plasma	2020	Central Kalimantan	-
		Sako Plasma	2020	Central Kalimantan	-
Padang Halaban Mill (PT SMART Tbk)	2011	Padang Halaban Estate	2011	North Sumatera	Certified
		Penantian Estate	2011	North Sumatera	Certified
		Adipati Estate	2011	North Sumatera	Certified
		Kanopan Ulu Estate	2011	North Sumatera	Certified
Batu Ampar Mill (PT SMART Tbk)	2012	Batu Ampar Estate	2012	South Kalimantan	Certified
		Batu Mulia Estate	2012	South Kalimantan	Certified
		Sungai Panci Estate	2012	South Kalimantan	Certified
		Sungai Panci KKPA	2012	South Kalimantan	Certified
Tanah Laut Mill (PT SMART Tbk)	2012	Tanah Laut Estate	2012	South Kalimantan	Certified
		Kinta Pura Estate	2012	South Kalimantan	Certified
Langga Payung Mill (PT Tapian Nadenggan)	2012	Langga Payung Estate	2012	North Sumatera	Certified
		Paya Baung Estate	2012	North Sumatera	Certified
		Normark Estate	2012	North Sumatera	Certified
Hanau Mill (PT Tapian Nadenggan)	2012	Hanau Estate	2012	Central Kalimantan	Certified
		Tasik Mas Estate	2012	Central Kalimantan	Certified
		Tanjung Paring Estate	2012	Central Kalimantan	Certified
		Langadang Estate	2012	Central Kalimantan	Certified
		Medang Sari (PT Satya Kisma Usaha)	2018	Central Kalimantan	-
Semilar (PT Tapian Nadenggan)	2013	Semilar	2013	Central Kalimantan	Certified
		Sei Rindu	2013	Central Kalimantan	Certified
		Mandang	2013	Central Kalimantan	Certified
		Puri	2013	Central Kalimantan	Certified
Jak Luay Mill (PT Tapian Nadenggan)	2015	Pantun Mas Estate	2015	East Kalimantan	Certified
		Pantun Mas KKPA	2018	East Kalimantan	-
		Jak Luay Estate	2015	East Kalimantan	Certified
		Jak Luay KKPA	2018	East Kalimantan	-

		Long Buluh Estate	2015	East Kalimantan	Certified
		Bukit Subur Estate	2015	East Kalimantan	Certified
		Bukit Subur KKPA	2018	East Kalimantan	-
Leidong West Mill (PT MP Leidong West Indonesia)	2014	Leidong West Utara Estate	2014	Bangka Belitung	Certified
		Leidong West Selatan Estate	2014	Bangka Belitung	Certified
Muara Wahau Mill (PT Kresna Duta Agroindo)	2014	Muara Wahau Estate	2014	East Kalimantan	Certified
		Gunung Kombeng	2014	East Kalimantan	Certified
Gunung Kombeng Mill (PT Kresna Duta Agroindo)	2019	Gunung Kombeng KKPA	2019	East Kalimantan	-
Rantau Panjang (PT Kresna Duta Agroindo)	2020	Rantau Panjang Estate	2020	East Kalimantan	-
		Rantau Panjang KKPA	2020	East Kalimantan	-
Jelatang Mill (PT Kresna Duta Agroindo)	2014	Bangko Estate	2014	Jambi	Certified
		Tiga Serumpun KKPA	2019	Jambi	-
Pelakar Mill (PT Kresna Duta Agroindo)	2019	Pelakar Estate	2019	Jambi	ST-1
		Tiga Serumpun KKPA	2019	Jambi	-
		Batang Merangin Estate	2019	Jambi	ST-1
		Batang Tembesi Estate	2019	Jambi	ST-1
Langling Mill (PT Kresna Duta Agroindo)	2014	Bangko Estate	2014	Jambi	Certified
		Batang Gading Estate	2019	Jambi	-
		Batang Gading KKPA (PT Satya Kisma Usaha)	2019	Jambi	-
Sungai Bengkal Mill (PT Satya Kisma Usaha)	2015	Sungai Bengkal Estate	2015	Jambi	Certified
		Sungai Bengkal KKPA	2015	Jambi	Certified
		Muara Kilis Estate	2015	Jambi	Certified
		Muara Kilis KKPA	2019	Jambi	-
Bukit Kapur Mill (PT SMART Tbk)	2020	Bukit Kapur Estate	2020	South Kalimantan	ST-1
		Sungai Cantung Estate	2020	South Kalimantan	ST-1
Samsam Mill (PT Ivomas Tunggal)	2009	Samsam Estate	2009	Siak-Riau	Certified
		Samsam Estate (HGU on progress – 29.09 Ha)	2020	Siak-Riau	-
		Kandista Estate	2009	Siak-Riau	Certified
		Kandista Estate (HGU on progress – 158.46 Ha)	2020	Siak-Riau	-
		Palapa Estate	2009	Siak-Riau	Certified
Libo Mill (PT Ivomas Tunggal)	2009	Libo Estate	2009	Siak-Riau	Certified
		Nenggala Estate	2009	Siak-Riau	Certified
		Nenggala Estate (HGU on progress 419.9 Ha)	2020	Siak-Riau	-
		Sei Rokan Estate	2009	Siak-Riau	Certified
		Sei Rokan Estate (HGU on progress – 102.7 Ha)	2020	Siak-Riau	-
Ujung Tanjung (PT Ivomas Tunggal)	2009	Ujung Tanjung Estate	2009	Siak-Riau	Certified
		Ujung Tanjung Estate (HGU on progress – 557.3 Ha)	2020	Siak-Riau	-



Naga Sakti Mill (PT Buana Wiralestari Mas)	2010	Naga Mas Estate	2010	Kampar-Riau	Certified
		Naga Mas Estate (HGU on process – 253.39 Ha)	2020	Kampar-Riau	-
		Naga Sakti Estate	2010	Kampar-Riau	Certified
		Naga Sakti Estate (HGU on process – 59.79 Ha)	2020	Kampar-Riau	-
		Rama Bakti Estate	2010	Kampar-Riau	Certified
Kijang Mill (PT Buana Wiralestari Mas)	2010	Kijang Mas Estate	2010	Kampar-Riau	Certified
		Kijang Mas Estate (HGU on process – 56.07 Ha)	2020	Kampar-Riau	-
		Kijang Kencana Plasma	2010	Kampar-Riau	Certified
Ramarama Mill (PT Ramajaya Pramukti)	2010	Ramarama Estate	2010	Kampar-Riau	Certified
		Ramarama Estate (HGU on process – 318.76 Ha)	2020	Kampar-Riau	-
		Amartajaya Plasma	2010	Kampar-Riau	Certified
Indra Sakti Mill (PT Meganusa Inti Sawit)	2011	Indra Lestari Estate	2011	Indragiri-Riau	Certified
		Indra Sakti Estate	2011	Indragiri-Riau	Certified
		Indragiri Plasma	2011	Indragiri-Riau	Certified
		Indrasakti Plasma	2011	Indragiri-Riau	Certified
Bumipalma Mill (PT Bumipalma Lestari Persada)	2012	Bumi Lestari Estate	2012	Indragiri-Riau	Certified
		Bumi Palma Estate	2012	Indragiri-Riau	Certified
		Bumi Sentosa Estate	2012	Indragiri-Riau	Certified
Sawita Mill (PT Sawitakarya Manunggal)	2018	Sawita Estate	2018	South Kalimantan	ST-1

\*)under construction

There are revision of time bound plan, the justification from top management is:

1. Pelakar Mill and Rantau Panjang Mill is still process on disclosure & liability by RSPO, while Bukit Kapur Mill doesn't have land use title (HGU), the HGU is still on process.
2. Several associate smallholders (plasma) which refuses to follow the RSPO certification, but the management unit is still communicating with the plasma for the implementation of RSPO certification.
3. Sawita Mill had conducted pre assessment RSPO on 2015 and Another entire Management Unit under PT Ivo Mas Tunggal has been RSPO certified.
4. Rantau Panjang Mill and Estate Unit (Rantau Panjang Estate & Rantau Panjang KKPA) are still in the process of HCV Remediation and Compensation Plan (RaCP) related to land clearing above November 2005 without HCV Identifications. In accordance to RSPO requirements, if RaCP proposal not yet approved by RSPO Secretariat. Thus certification target will be postponed year of 2020.
5. Kilis KKPA as FFB Supplier to Sungai Bengkal Mill are still in the process of HCV Remediation and Compensation Plan (RaCP) related to land clearing above November 2005 without HCV Identifications. In accordance to RSPO requirements, if RaCP proposal not yet approved by RSPO Secretariat. Thus certification target will be postponed year of 2019
6. PT Kresna Duta Agro (Pelakar Estate, Batang Merangin Estate and Batang Tembesi Estate) was stage -1 audit in 2017. There are problem related to zero liability report to RSPO, was no response by RSPO secretariat. The main assessment postpone to 2019.
7. When the stage -2 conducted on May 2015, there are boundary stones issues in PT Sinar Kencana Inti Perkasa (South Kalimantan). Reconstruction of boundary stones will be finished end of this year, the certification target postpone to 2019.

There is revision of time bound plan on 1 October 2017 for HGU on process in PT Ivomas Tunggal (Samsam Estate 29.09 Ha, Kandista Estate 158.46 Ha, Nenggala Estate 419.9 Ha, Sei Rokan Estate 102.7 Ha, Ujung Tanjung Estate 557.3 Ha); PT Rama Jaya Pramukti (Ramarama Estate: 318.76 Ha); PT Buana Wira Lestari (Naga Sakti Estate 59.79 Ha; Naga Mas Estate 253.39 ha and Kijang Estate 56.07 ha). For this area is planned for audit on 2020 because waiting for HGU.

1.10.2	<b>Progress of Associated Smallholders and Outgrowers for Certifiable Standard</b>
	There are no smallholders on this certification scope.

<b>2.0</b>	<b>ASSESSMENT PROCESS</b>
<b>2.1</b>	<b>Assessment Team</b>
<b>RC</b>	<p><b>1. Andi Pratama Pasaribu (Lead Auditor Witnessed).</b> Indonesian citizen. Bachelor degree, majoring social economy. He has several of work experiences (more than 5 years) as the operational staff since 2008. He has been followed the Training of Lead Auditor Indonesian Sustainable Palm Oil (ISPO) which was held by ISPO Commission in 2013 and Training of Lead Auditor Roundtable on Sustainable Palm Oil (RSPO) by Proforest and Daemeter in 2016. He has been attended several kinds of training, such as High Conservation Value (HCV) Training, Lead Auditor ISO 9001:2008, Lead Auditor ISO 14001:2005, auditor OHSAS etc. He has some experiences of ISPO audit in Indonesian palm oil in best management practices, land legality, environmental, social and worker welfare aspect. During this audit, land legality and social aspect.</p> <p><b>2. Trismadi Nurbayuto (Lead Auditor Witnessing).</b> Indonesian Citizen. Diploma of Forest Management from Forestry Faculty; Associate Degree of Economic from Economic and Management. He has experienced as field assistant on oil palm plantation year of 2008. Therefore he has experienced as HCV and SEIA Assessor on 2010-2013. He has been followed HCV identification and management training; ISO training (9001;14001; 22000); ISPO Lead Auditor's training; Safety Expert; RSPO Lead Auditor's; OHS Auditors by Government Regulation No 50 year of 2012; and RSPO Next. He has been conducted audit on ISPO and RSPO scheme since year of 2013 as an Auditor on several aspect as environment, OHS, Legality, Best Management Practices, Social, Worker Welfare, Conflict Resolutions, Long term Business Plan and. During this audit, he was verify aspect Long term business plan, OHS, social aspect and SCCS.</p> <p><b>3. Steve Maulim (Auditor)</b> Indonesia citizen. Master of Environmental and Natural Resources Management. Has experience as Environmental management consultant (2012) and Sustainable palm oil assurance auditor since 2013. Has been attended several trainings e.g : ISCC in house training, palm oil GHG emission, HCV management, ISPO lead auditor, RSPO lead auditor, labor and human rights issues, ISO 19011, and ISO 9001:2008. Has been conducted several audits for RSPO / ISPO scheme since 2013 for best management practices, conservation, and environmental management. Fluent in bahasa and chinese mandarin. At this time of audit, verified aspects of environmental management and HCV.</p> <p><b>4. Yudhi Yuniarto Tallutondok (Auditor Trainee).</b> Indonesian citizen, Bachelor of Fisheries, Padjadjaran University. Have experience of working over three years since 2013 as plantation operations staff in private palm oil plantation companies in Indonesia. Training have been followed including Indonesian Sustainable Palm Oil Auditor, Lead Auditor ISO 9001:2015, ISO 14001:2015, ISO 22000:2009, ISO 19011:2011, Basic Management Development Program Agronomy, Fire Anticipation on Land and Forest, Potential Mapping and Conflict Resolution in Production Forests, Awareness RSPO, ISO 17021 and ISO 17065. In this audit activity performs the assessment of best practical management and transparency.</p> <p><b>5. Bayu Yogatama (Auditor Trainee)</b> Bachelor of Forestry, Department of Forest Resources Conservation and Ecotourism, Bogor Agricultural University. Has attended the ISO 9001: 2015 Quality Auditor / Lead Auditor Course Quality Management System (QMS) course and ISO 19011: 2011 Guidelines for Auditing Management System, ISPO Lead Training, Awarnes RSPO, ISP RSPO NPP, IHT RSPO RaCP, IHT ISO 17021, IHT ISO 17065. Having experience working in plywood field as Inspector in foreign private company. Currently working for an independent certification body. In this audit activity performs the assessment on environmental aspects, HCV, Worker welfare, and Transparencies</p>
<b>2.2</b>	<b>Assessment Methodology, Assessment Process and Locations of Assessment</b>
<b>2.2.1</b>	<b>Figure of person days to implement assessment</b>
<b>RC</b>	<p>Number of auditors : 3 auditor and 2 auditor trainee</p> <p>Number of days for RC at site: 4 days</p> <p>Number of working days for RC at site : 20 Working days</p>
<b>2.2.2</b>	<b>Assessment Process</b>
<b>RC</b>	<ul style="list-style-type: none"> <li>The assessment was conducted by measuring the sufficiency of implementation with the consistency done by the PT Tapian Nadenggan &amp; PT BAS - <b>Golden Agri Resources Ltd (GAR)</b> to the requirements of <b>Indonesian</b></li> </ul>



**National Interpretation of RSPO Principles and Criteria 2013 by INA-NITF, July 2016 (Endorsed by the RSPO Board of Governors meeting on 30<sup>th</sup> 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, Rev. 14 June 2017 (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 **RC** delivered by the MUTU auditor to the management unit and the results are the subject will be verified at the next assessment phase (**ASA-1.1**).

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

Based on information from RSPO secretariat on April,3 2018 that Semilar Mill and supply based (PT Buana Artha Sejahtera) are allow to proceed the Re-Certification audit while pending for pending the Land title (Hak Guna Usaha) and the decision also approved Board of Governor.

The assessment program please find Appendix 2

### 2.2.3 Locations of Assessment

RC	<p><b>Field Observation report:</b></p> <ul style="list-style-type: none"> <li>Biru Maju Village. Interview with head of village related to CSR, land conflict, HCV, and others.</li> <li>Pantap Village. Interview with head of village related to CSR, land conflict, HCV, and others.</li> </ul> <p><b>Semilar Mill</b></p> <ul style="list-style-type: none"> <li><b>Security Post.</b> Observation and interview with Security Guard (<i>Satpam</i>) towards FFB reception, product delivery emergency situation handling, OHS and manpower aspects.</li> <li><b>Weigh Bridge.</b> Observation and interview with Weigh Beridge Operatortowards FFB reception, product delivery, training/socialization, weigh device callibraton and OHS.</li> <li><b>Security gate.</b> Observation and interview with security officer regarding to FFB receiving, CPO/PK dispatch and SCCS procedures and it implementation, documentation and record keeping.</li> <li><b>Loading ramp.</b> Observation and interview with sortation officer regarding to sortation procedures, record keeping and documentation.</li> <li><b>Water treatment plant.</b> Observation for process water monitoring</li> <li><b>Waste Water Treatment Plant.</b> Observation of waste management</li> <li><b>Workshop.</b> Observation for OHS and hazardous material handling</li> <li><b>Sparepart store.</b> Observation for OHS and hazardous material handling</li> <li><b>Lubricants store.</b> Observation for OHS and hazardous material handling</li> <li><b>Chemical store.</b> Observation for OHS and hazardous material handling</li> <li><b>Toxic and hazardous waste store.</b> Observation for OHS and hazardous waste material handling</li> <li><b>Grading Station.</b> Observation and interview with sortation officer regarding to sortation procedures, record keeping and documentation.</li> <li><b>Loading ramp.</b> Observation and interview with sortation officer regarding to sortation procedures, record keeping and documentation.</li> <li><b>All processing station (Sterilizer, Hoisting Crane, Thresher, Pressing, Digester, Clarifier).</b> Observation on FFB processing.</li> <li><b>Boiler station.</b> Observation and interview related to OHS, health inspection and operator license. The company was provide all PPE's such as: helmet, mask, safety shoes, and glove.</li> <li><b>Engine room.</b> Observation and interviews related to the competence of workers, medical check up, and implementation OHS.</li> <li><b>Hydrant.</b> Auditor was observe emergency response, all pipe and nozzle on good conditions.</li> </ul>
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### Sei Rindu Estate

- **Hazardous waste warehouse.** Field observations related to the fulfillment of the attributes health and safety, recording, and the implementation of compliance requirements hazardous waste temporary warehouse.
- **Worker quarters (Pondok 3).** Field observations and interviews related to workers facility, electricity, domestic waste, sources of fresh water and socialization of company policy.
- **Childreen care (Pondok 3).** Interviews with 2 caregivers at Daycare, Employment, overtime, and Employment.
- **Generator room (Pondok 3).** Observation and interview with clerk related to generator system, engine capacity, and possible occurrence of spills to environment, PPE dan Health safety and labor management.
- **Fertilizer Warehouse (Central).** Observations relating to the implementation of storage hazardous material, Health safety and labor management.
- **Material warehouse (Central).** Observations regarding material which is a storage shed some garden needs, such as offices, courts, and work equipment.
- **Fire Fighting Simulation.** Observations related to the condition of Fire Fighting, checklist, preparedness of fire emergency response team and fire simulation.
- **Block A57.** Observation the conditions and position of legal boundary MAM 32.
- **Block A59.** Observation the conditions and position of legal boundary MAM 31.
- **Block A48.** Observation the condition and position of landfill.
- **Workshop.** Observations and interviews related to waste management, OHS implementations and OHS inspections
- **Chemical Weeding, Block D53 Division I.** Observation and interview with pesticide applicator and supervisor regarding to safe working procedure, PPE usage and chemical handling.
- **Harvesting, Block F64 Division III.** Observation and interview with harvester and supervisor regarding to harvesting procedure, PPE usage, payments, worker welfare and complaint mechanism.
- **Block D33** Observation the implementation of HCV management in riparian of Tajahan River.

### Puri Estate

- **Block A22.** Observation the conditions and position of legal boundary HGU 123.
- **Block Z34.** Observation the conditions and position of legal boundary HGU 22.
- **Block Z33.** Observation the conditions and position of legal boundary HGU 21.
- **Housing (pondok 3).** Observation for worker facilities, domestic waste management, an worker welfare.
- **Pesticides mixing and fertilizer sack washing areas (optimalization store).** Observastion for agrochemicals waste management
- **Workers PPE store.** Observation for spraying team PPE storage
- **Landfill block Z29 div 1.** Observation for domestic waste management
- **Chemical store.** Observation for OHS and hazardous material handling
- **Fertilizer store.** Observation for OHS and hazardous material handling
- **Fuel tank.** Observation for OHS and hazardous material handling
- **Toxic and hazardous waste store.** Observation for OHS and hazardous waste material handling
- **Workshop.** Observation for OHS and hazardous material handling
- **Land fire equipment store dan fire drill.** Observation for land fire facilities and fire emergency response
- **Clinic.** Observation regarding OHS and medical waste management
- **Block A33.** Observation the implementation of HCV management in riparian of Biru River.
- **Block C.37.** Observation the implementation of HCV management in riparian of Biru River.
- **Erosion Pole.** Block B40 Division 4, Observation of erosion monitoring by using erosion pole, which is observed regularly and reported to the SMARTRI for analyzed.
- **Owl Breeding.** Block C41 Division 4, Observations related to the number of adult and child birds, feeding, disposal with a cage and daily monitoring.
- **Uprooting Woody Growth.** Block C35 Division 3, Observation and interview related to OHS, labour, and welfare aspect.
- **Harvesting.** Block K52 Division 5, Observation and interview related to safe harvesting work, OHS, labour, and welfare aspect.

**Semilar Estate**

- **Block K77.** Observation the conditions and position of legal boundary MAM 81.
- **Block H72.** Observation the conditions and position of legal boundary MAM 5.
- **Block G71.** Observation the conditions and position of legal boundary MAM 83.
- **Riparian of Ruko River, Block J59.** Observation of HCV management, zero chemical marking etc.
- **Riparian of Rungau River, Block J75.** Observation of HCV management, zero chemical marking etc.
- **Boundary pole MAM 81, MAM 5, MAM 83.** Observation of availability and maintenance of boundary poles.
- **Housing (pondok 1).** Observation for worker facilities, domestic waste management, an worker welfare.
- **Pesticides mixing and fertilizer sack washing areas (optimalization store).** Observastion for agrochemicals waste management
- **Workers PPE store.** Observation for spraying team PPE storage
- **landfill block I48 div 5.** Observation for domestic waste management
- **Central clinic.** Observation regarding OHS and medical waste management
- **Chemical store.** Observation for OHS and hazardous material handling
- **Fertilizer store.** Observation for OHS and hazardous material handling
- **Fuel tank.** Observation for OHS and hazardous material handling
- **Toxic and hazardous waste store.** Observation for OHS and hazardous waste material handling
- **Workshop.** Observation for OHS and hazardous material handling
- **Land fire equipment store dan fire drill.** Observation for land fire facilities and fire emergency response
- **Erosion Pole.** Block G70 Division 2, Observation of erosion monitoring by using erosion pole, which is observed regularly and reported to the SMARTRI for analyzed.
- **Uprooting Woody Growth.** Block H66 Division 2, Observation and interview related to OHS, labour, and welfare aspect.
- **Harvesting.** Block K52 Division 5, Observation and interview related to safe harvesting work, OHS, labour, and welfare aspect.
- **Barn Owl Box.** Block K52 Division 5, Observation on nest condition and its monitoring.
- **Beneficial Plant Upkeep.** Block J53 Division 6, Observation and interview related to safe harvesting work, OHS, labour, and welfare aspect.

**Mandang Estate**

- **Land Application, Block I36.** Observation of POME for increasing soil fertility.

<b>2.3</b>	<b>Stakeholder Consultation and Stakeholders Contacted</b>
<b>2.3.1</b>	<b>Summary of stakeholder consultation process.</b>
<b>RC</b>	<p>Summary of stakeholder consultation process</p> <p>Consultation of stakeholders for PT TN &amp; PT BAS was held by:</p> <ul style="list-style-type: none"> <li>• Public announcement in RSPO website (14 March 2018)</li> <li>• Public Notification where held 30 days before assessment on Mutu Certification International website: <a href="http://www.mutucertification.com">www.mutucertification.com</a> (14 March 2018)</li> <li>• Public consultation meeting external stakeholders with government agencies of Seruyan district (17 April 2018)</li> <li>• Consultation meeting and interview with Internal Stakeholder (labour union, worker cooperative and gender committee and local contractor) (23 April 2018)</li> <li>• Public consultation with Biru Maju Village &amp; Pantap Village on 24 April 2018</li> <li>• Consultation with NGO (Walhi, BOS and WWF) via email (17 April 2018)</li> </ul>
<b>2.3.2</b>	<b>Stakeholder contacted</b>
	<b>Please find appendix 1</b>
<b>2.4</b>	<b>Determining Next Assessment</b>
	The next visit ASA-1 will be determined 8 to 12 month after this Re-Certification

### 3.0. ASSESSMENT FINDINGS

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

MUTUAGUNG LESTARI has conducted an assessment of Semilar Mill – PT TN and PT BAS subsidiary of Golden Agri Resources operation consisting of One (1) Mill and 4 (Four) Oil Palm estates

During the assessment, there were One (1) Nonconformities were assigned against Major Compliance Indicator; One (1) nonconformity were assigned against Minor Compliance Indicator; and no nonconformance against supply chain requirement for CPO mill and no opportunities for improvement were identified; and no nonconformance against supply chain requirement for CPO mill and there are no opportunities for improvement were identified.

Further explanation of the non-conformities raised and corrective actions taken by the company are provided in section 3.5. The company has not yet prepared and implemented the corrective action.

MUTUAGUNG LESTARI found that Semilar Mill – PT TN and PT BAS subsidiary of Golden Agri Resources Ltd 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; Revised on 14 June 2017 (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>Minor 1.1.1. &amp; Major 1.1.2</b>	<p>The certificate holder has a list of stakeholders / stakeholder lists including affected local communities. The list of stakeholders is contained in a list of stakeholder folder containing stakeholder descriptions, contact names, addresses, telephone and descriptions. The results of interviews with management known that the updating of stakeholder documents is done once every 1 Year by SPO Officer.</p> <p>Interviews with management known that stakeholders can access some general company-related information such as employee data, local tax payment status, environmental documents, social documents, etc. This has been regulated in communication and consultation procedures with SOP / SMART / GENERAL / SADV / I / 2004 about the flow of information and feedback from both internal and external stakeholders. Each incoming letter should be recorded and responded by the unit head no later than 3 weeks after the letter received.</p> <p>The results of interviews with community leaders and partner companies known that each party was aware of procedures for accessing information. furthermore the company had held socialization related communication and consultation procedures to stakeholder. For example the Incoming letter dated January 18, 2018 from the Headman of Rungau Raya related to the invitation of <i>Musrenbang</i>, was responded by making a letter of order duty to attend <i>musrenbang</i> activities</p>	



on January 20, 2018.

**Status: Comply**

## 1.2

**Management documents are publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.**

### Major 1.2.1

CH has list of information for stakeholder, which consist of 16 kind of information such as environment document, HCV, SIA, CSR report, OHS Committee report, etc. The list has been socialized to stakeholder and available at estate and mill. All of the information list can be accessed by following its procedure.

**Status: Comply**

## 1.3

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

### Minor 1.3.1

There is no change in policy of business ethic code of the company which approve by VPA on 1 August 2014, which consist of 4 credit. The policy is written in Indonesian language and has been socialized to worker and other stakeholder. It was known based on interview with worker of SMLM, SMLE, SRDE, MNAE and also contractor. For example CH has conducted Socialization on February 12, 2018, in each housing (1,2,3) Sei Rindu Estate to all employees attended by 262 Participants. Based on interview with employee and the villagers concluded that they has known this ethical policy.

**Status: Comply**

## PRINCIPLE #2 COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS

## 2.1

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

### Major 2.1.1

#### Worker welfare

1. Central Kalimantan Governor Decree dated on November 21<sup>st</sup> 2017 concerning the establishment of Central Kalimantan Province minimum wage in 2018.
2. The company has had bipartite cooperation institute as regulated in labor ministry regulation no. 32 year 2008.
3. The company and labor union has registered their collective labor agreement period 2016 – 2018 to the labor agency of Central Kalimantan Province.

Certificate holder showed some evidences over its compliance toward the applicable regulation related to the field legality of land use, employment, OHS, environment, good agricultural practices and good manufacturing practices. For example there were evidences of compliance toward the land use legality, meanwhile compliance toward the environment regulation such as POME land application permit, hazardous waste temporary warehouse permit, and report of environmental management and monitoring plan.

In consultation with Plantation Agency, Labour Agency, Environmental Agency, and National Land Agency of Seruyan Regency, it is known that the certificate holder has complied with the relevant regulations and have implemented good management practices and mandatory reporting

### Minor 2.1.2 and Minor 2.1.3

Unit management has a mechanism to assess compliance with the law and regulation, in accordance with the procedures of the rules and other requirements (SOP/SPO/SMART/LH-03). Starting with inventorying and make a list of the rules applicable in regional, national, and international. The list updated every semester by Assistant, Document Controler and assisted by the relevant department in accordance with the procedure. Certificate holder have shown list of regulation related to the field of employment, environment, HCV, OHS, and legality of land use (updated 17 February 2018). Those list were include of regional, national, and ratified international regulations.

**Minor 2.1.4**

Certificate holder has conducted and documented evaluation adherence to rules, regulations and other requirements or national laws. SPO Officer and related legal staff shall evaluated the regulation regularly. The latest regulation that updates such as minimum wages 2018 and head of national land agency decree No. 7 year 2017.

<b>Status: Comply</b>
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**2.2**

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

**Major 2.2.1**

CH has had the land rights in the form of Land Use Title (HGU) for an area of 8,279.23 hectares which consist of 2 certificate HGU and HGU progress of PT BAS for an area of 8,808.77 Ha. Based on document review and field visit known that certification unit has manage a area of 17,088 Ha consist of 15,860.22 Ha planted area; 272.46 Ha supporting facilities. Interview with communities is known that the CH did not conduct expansion the operation area since last assessment (May 2016).

The process of Land Use Title of PT BAS cannot be continued due to the regulation changes on 2005. The last progress of the HGU of PT BAS is the completion of files to exchange forest areas. There are Decree of Forest and Environment Minister Number SK.597/MENLHK/PLA.2/10/2017 dated 31 October 2017 about Establishment of an integrated team for the assessment of the application of exchange of forest areas for the development of oil palm plantations PT Buana Artha Sejahtera, formed Production Forest Area ( $\pm$  7,826 Ha) Regency of Kotawaringin Timur and Seruyan, Kalimantan Tengah Province. The progress of exchange forest areas will be verified on next assessment.

**Minor 2.2.2**

Management unit has had list and map of boundry pole from National Land Agency. Based on the data, there are 120 pole in PT BAS and 101 pole in PT TN. Management unit have conducted monitoring and maintenance of boundary pole every three month. The monitoring results for 2017 – 2018 showed that all pole in PT BAS and PT TN are in good condition. Field visit in PT TN and PT BAS showed that Boundary Poles such as: (SRDE: HGU 31, 32; PURE: HGU 21, 22, 123; SMLE: HGU 5, 81, and 83) are well-maintained (see picture) and the pole position is meet with the coordinate.

**Minor 2.2.3; Major 2.2.4 & Minor 2.2.5**

The consultation results with communities (Biru Maju Village and Pantap Village) is known that there was no dispute / conflict of land between the companies and communities for period 2017/2018, but there was a dispute on 2011 and has been resolved on 2016. The resolved on dispute has been involve by local government and RSPO.

Field visit and document review also shows that there was no dispute / land conflict in operation area of CH. The company has had procedure for conflict resolution which stated that the resolution involve the stakeholder.

**Major 2.2.6**

GAR as parent company of PT TN and PT BAS has had policy of Social and Environment which stated “We commit to actively promoting and supporting the responsible resolution of any conflicts involving GAR operation with legitimate concerned at the time underlaying events occurred. This will include working with relevant stakeholders to ensure that a balanced, accountable, mutually agreed and documented conflict resolution system is accesible to smallholders, indigenous peoples, rural communities and other affected parties based in order to deal with complaints, grievances and resolve conflicts to the mutual satisfaction of the parties based on respect for their legal and costumary rights, including to lands and resources and their right to give or withhold their free, prior and informed consent to operation planned on their lands. The system will include the mapping of all conflicts in GAR’s operations, the development of action plans to address indentified conflicts, transparent monitoring and reporting, the option to local community and or customary groups for accesing independent legal and technical advice, the ability for complainants to choose individuals or groups to support them and/or act as observers as well as the option of a third party mediator.

We categorically reject the use of violence in any dispute by any parties.”

Consultation with the stakeholders (Biru Maju Village and Pantap Village), there is no indicate that the company use the mercenary/para military in operation area.

**Status: Comply**

### 2.3

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

#### Major 2.3.1; Minor 2.3.2; Minor 2.3.3 & Major 2.3.4

CH has had SOP of FPIC which approve by Head of Upstream on 1 July 2014. This procedure is used in the development of oil palm plantations and / or mills in new location permits and development of oil palm plantations and / or factories in existing location permits.

Interview and field visit show that land utilization by CH does not destruct local communities' traditional and legal right. Land ownership is entirely belong to individual or belong to state. The evidence of communities' land release have been well documented and well stored by D&L. The latest land compensation has been conducted in 2010.

Document review, field visit and interview shows that since the last assessment, the company does not perform land expansion.

**Status: Comply**

## PRINCIPLE #3 Commitment to long-term economic and financial viability

### 3.1

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

#### Major 3.1.1 and Minor 3.1.2

The certificate holder already has documents related to the Long Term Bussiness Plan (CPR) for the period 2018 - 2021 covering operational cost, CPO price, production, CPO quality, selling price, profitability, and replanting plan. Based on hectare statement, it was informed that palms in PT TN and PT BAS were planted within 1998 to 2011. Furthermore, according to criteria of replanting which mentioned in replanting procedure, it was stated that cycle of oil palm was about for 25 years. Hence, the CH has no replanting plan in the near future (for the next three years). According to the oldest planted palms only, it was predicted that the first replanting would be carried out in 2023

Based on document verification of Long Term Plans and interview with management known that the Long Term Plan not covering flooding and drainability assessments because based on verification document of semi-detailed soil survey known that there is no peatland classification in the operational area of the CH.

The result of interview with the management known that the certificate holder routinely evaluates each month. Evaluation is done by management unit in this case Regional Controler and Estate Manager. further explained that management has appointed Head Unit in each estate to conduct monthly evaluation related to CPR plan and realization, after evaluated in each estate it will be evaluated by Regional Controler.

**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.**

#### Major 4.1.1

The certificate holder has documents related to procedures for oil palm cultivation and palm oil processing listed in SOP-IK Technical of Oil Palm Cultivation (starting from planting up to transportation of FFB) and Standard Operating Procedures in POM (starting from FFB acceptance up to processing FFB). The results of interviews with the management known that each operational staff has 1 bundle of procedures as a reference in conducting work. Procedures are also available in each estate / factory office.

Field observation results and interviews with employees at Semilar POM grading station known that workers can explain

their duties and responsibilities, employees can also explain the criteria of ripe fruit and provide good grading example. employees are also known to have received socialization related to the Code of conduct and have understood the purpose and objectives.

Based on a field visit and interviews with the harvesters in the Block K52 Division 5 Semilar Estate, and Block E33 Division 2 Puri Estate, the harvesting process has complied with procedures that issued by the company. The harvesters can explain well on harvesting correct procedures. Particularly relevant to the criteria for ripeness. Harvesters and pickers also explained about payments mechanism and obligation to use personal protective equipment (PPE) according to the HIRAC. Besides that, all workers have attended socialization of company policies, list of animal protected by the laws and conservation area.

#### **Minor 4.1.2 and Minor 4.1.3**

The certificate holder has an Internal Audit Procedures (Document No. SOP / SMART / GENERAL / SADV / 009). The certificate holder is known to regularly conduct internal audits once every 6 months conducted by the Company's Internal Auditor related to the operation of a management unit (estates and factories).

The certificate holder shows the results of internal audit in second semester of 2017 conducted on February 8 - 9, 2018 by 3 auditors. The following sample results are found at the time of the audit activity: Physical examination of culverts for each division has been distributed, but the results of the OIA examination found only a 100 cm culvert that should be placed in the block area but still placed on the edge of the Collection Road, the company in this case take corrective action by moving the culvert into the block and directly attached. Improvements made in March 2018.

The results of interviews with the management known that up to the audit activities carried out the management has made improvements to the findings of internal audit.

#### **Major 4.1.4**

Semilar Mill has record the origins of all FFB source. The result of field visit, document review and interview with the management, known there is no FFB sourced from third party but there is FFB source from sister company that also has been certified.

<b>Status: Comply</b>
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### **4.2**

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

#### **Minor 4.2.1 and Minor 4.2.2**

The CH known to have a procedure related to the management of planting fertility listed in the procedure number SOP / SMART / MCAR / IX / TA-KDP on Fertilization. This procedure discusses the procedure of fertilizing application in breeding, fertilizing of nuts, inorganic fertilization in IU, fertilization of bare length, taking of LSU and SSU, control of fertilizer quality, fertilizing with FS, fertilizing with airplane, compost fertilization, ash, land application in MU, and quality control. At the time of the audit activity the certificate holder shows documents related to the fertilization program of 2017 for each management unit. The document describes fertilizer progress and fertilizer use per ton of FFB. The result of interview with the management is known that the certificate holder has implemented the fertilization program in 2017 well according to the recommendation issued by SMARTRI based on the analysis of leaf and soil.

Based on of interviews with the management known that each day, divisions report the realization of work on the previous day including activities of fertilization to Estate Offices, while for the summary will be made by each division admin every month to be used as a monthly evaluation by the Estate Manager.

#### **Minor 4.2.3**

The certificate holder has procedures for leaf analysis (SOP No 101 / Leaf / LAB-SMARTI / III / 2016) and soil (SOP No: 072 / Tanah / LAB-SMARTRI / XI / 2015). Leaf and soil sampling is conducted by SMART Research Institute - Analytical Laboratory. At the time of the audit activity, the certificate holder can show the procedures to the auditor and can explain it well.

The sampling of soil for SMLE, SRDE and PURE was conducted on October, 2014 until April, 2015. The number of samples sent respectively was 18 samples for SMLE, 6 samples for SRDE and 102 samples for PURE while the sampling of leaves for SMLE, SRDE and PURE was conducted on June, 2017 until July, 2017. Total samples each delivered 75 samples for SMLE, 66 samples for SRDE and 66 samples for PURE. Leaf sampling based on representation of cropping years and soil type in 1 division. Leaf sampling is only done 10% of the 1 block sample area. Parameters analyzed on soil sampling are moisture content, texture, pH, base saturation, organic C, N-total, C/N ratio, available P, cation exchange capacity (CEC), Ca, Mg, K and Na. All parameters analyzed later on to be used as a base of annual fertilizer recommendation calculation by the SMARTRI Agronomist

The results of interviews with research staff known that soil and leaf analysis results were used as the basis for determining fertilizer recommendations. In this case the certificate holder may show a sample of temporary fertilizer recommendations for each estate

#### **Minor 4.2.4**

Apart from chemical fertilizers application, The certificate holder known to have a nutrient recycling strategy such as the utilization of pruning, the application of POME, and the utilization of plant residues after replanting. The certificate holder utilize Empty bunch to help with minimal soil nutrient enrichment. An empty bunch application is executed every month at a dose of 300 kg / staple or 40 tons / ha. At the time of the audit activity, the certificate holder may show the recording of the Empty bunch application for the second semester of 2017.

The certificate holder has a license to utilize the POME in oil palm plantations based on the decision of Regent of Seruyan Number 456 / KPTS / DLH / 2017. The certificate holder can irrigate the land with an area of 919.38 Hectares located at 43 Blocks. The result of field visit in Block I36 of Mandang Estate known that the company utilizes factory liquid waste to maintain soil fertility with dose 750 M3 / Ha / Year for 3 rotation.

<b>Status: Comply</b>
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### **4.3**

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

##### **Major 4.3.1**

The certificate holder has a Detailed Soil Map containing a land map and contains information on: soil classification, texture, depth, drainage, limiting factor, rocks and conformity information for oil palm plantation development, ie map and land classification Semilar Estate, Sei Rindu Estate and Puri Estate presented on a scale of 1: 75,000. The map is equipped with a Table of Soil Characteristics and Land Suitability Assessment of Palm Crop Land.

Based on the document review (land map), it can be seen that the land suitability class cultivated by the certificate holder (SMLE, SRDE and PURE) is S2 (Fairly Sufficient) 9,956.63 Hectares or about 83.54%, S3 (Appropriate / Marginal) 1,345.12 Hectares or about 11.28% and N (not appropriate) 615.90 Hectares or about 5.18%. The average drainage is quite good with the limiting factor is topography / relief.

##### **Minor 4.3.2**

According to the soil maps mentioned in Indicator 4.3.1, it was informed that there were totaling (PT TN and PT BAS) about 473.01 ha (or approximately 2.77 %) has hilly slope class. To overcome limitation on hilly area, several method had implemented which refers to procedure No. SOP/SMART/MCAR/II/TA-PPA about planning of land preparation on new planting and No. SOP/SMART/MCAR/IV/TA-PLB about new land clearing, such as by making terraced planting pattern on hilly areas for soil conservation, by making silt pit for water conservation, planting of trees on riparian of conservation area, monitoring of soil erosion on palm circle, inter-row and harvesting path and frond stacking technique. Based on field observation to SMLE and SRDE, it was found that land management which had implemented in 21-40 % elevation area were terraced planting pattern, manual upkeep and fronds was stacked parallel to the contour line. Moreover, the ground was satisfactory covered by verna (*Nephrolepis* sp.) and vetiver grass.

##### **Minor 4.3.3**

The certificate holder represents a 2018 Budget document that one of the points in it describes in relation to a road improvement plan that includes re-road hardening, insertion of road hardening and mechanical / manual road repairs.



The result of interview with the management known that in 2017 the certificate holder does not do the road hardening. This is with consideration of road conditions are still conducive so it only requires mechanical and manual road service. further explained that new road hardening will be conducted by 2018 which includes re-road hardening and insertion of road hardening

**Major 4.3.4 and Minor 4.3.5**

Based on the results of land suitability mapping conducted by Plantation Monitoring And Planning Division (PMNP) team in 2007, it is not indicated that there is a management area with peatland characteristics.

**Minor 4.3.6**

Based on the result of soil analysis, soil texture in sandy dominance and land suitability level is S3 and N, the strategy undertaken by the Company among others is fertilizing in accordance with dosage recommended by SMARTRI, and applicate the empty buch with dose of 300 kg / staple or 40 ton /Hectares.

<b>Status: Comply</b>
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**4.4**
**Practices maintain the quality and availability of surface and ground water.**
**Minor 4.4.1**

High conservation values identification on 2012 and Environment Evaluation Study report indicates that water sources that identified were surface water such as Rindu River (PT. BAS) and Ruko & Tajahan River (PT TN).

PT TN and PT BAS has 2018 water management plant document consists of identifying water sources, water saving socialization on housing, water sources protection and rehabilitation, water quality testing, and signboard placement on riparian for zero chemical activities. According to environment monitoring program analysis, it was informed that the company activity has not affect the value of BOD and COD in the downstream, since the figure in the upstream is already above the standard required. Moreover, domestic housing well and consumption water from well testing analysis shows that all parameters are still relevant with standard quality. Interviews with housing residents on "pondok" 1 (semilar estates) and "pondok" 3 (puri estates) acquired information that water quality from well are good enough to use as daily needs such as (bath, wash, and lavatory).

**Major 4.4.2**

Company has identified and shown the maps for catchment areas (ncluding riparian) on 1:70000 scale for PT TN and PT BAS. HCV identification document shown there is some river stream on PT. TN & PT. BAS estate such as Ruko and Tajahan River stream (PT TN) and Sei Rindu and Biru River stream (PT BAS).

Company provided procedures for these catchment areas protection/conservations listed on SOP/SPO/SMART/LH-06-07. Field visit during audit, for examples on Biru riparian block A33 and block C37 acquired information that company shown proper ways for maintain and protect the catchment area for example manual weeding and marking the chemical boundary border.

**Minor 4.4.3**

Field visit on Semilar Mill WWTP indicates there is no environmental pollution caused by POME management activities. Semilar Mill has six (6) waste water treatment plant pond (each capacity are 10000 m<sup>3</sup>) and regularly conduct waste water testing every month and then waste water discharge to mandang estate as land applications based on Decree Head of Seruyan Regent, Seruyan Regency No. 188.45/ 325 on 2015, 2017 valid until 2020. Document review of waste water testing quality indicates all waste water distributes to land applications are still comply with standard quality for examples : BOD on Feb 2018 are 3482 mg/l(< 5000 mg/l).

**Minor 4.4.4**

Water usage monitoring was done periodically and recorded, for example on March 2018 FFB processed 39,374 mt, process water usage 38,193 m<sup>3</sup>, and water usage eficiency was 0.96 m<sup>3</sup>/mt FFB processed. Standards of water usage for FFB process recorded on 2018 budget projected 1.10 m<sup>3</sup>/mt FFB processed. Observations on Semilar mill water treatment plant found monitoring for raw and process water usage was done by officer periodically, and flowmeters at inlet/outlet serves normally. Procedure for Mill water usage and monitoring are provided and has been listed on procedures IK-42.

<b>Status: Comply</b>
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**4.5**
**Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management techniques.**
**Major 4.5.1**

The certificate holder has an integrated pest monitoring and control program listed in the budget of 2018. The budget is in accordance with the procedures listed in the integrated pest control procedures for the once month leaf eater caterpillar census, rhinoceros beetle every two weeks, the rat pest is done once a month and monitoring the barn owl box once a month.

Based on interviews with research staff, part of the other IPM plan is not spraying soft ferns, as soft ferns are a habitat for leaf eater caterpillar predators, in addition to saving pesticide use. The application of biological control agents such as *Tyto alba* and beneficial plants is also part of reducing pesticide use. Based on the rat census document and leaf eater caterpillar census document review at SMLE, SRDE and PURE period of January 2018, no pest attacks were found that crossed the economic threshold. So there is no use of pesticides for the control of pests and diseases of oil palm

Based on field observation in Blok K52 of Division 5 SMLE note that the condition of BOB (Barn Owl Box) in active state, there is *Tyto alba* in BOB, the former vomit and feathers that fall out.

**Minor 4.5.2**

The certificate holder shows some documents related to employee training records by 2017 - 2018 as follows:

- Training of IPM and Spray Officers on March 13, 2018 held at Multipurpose Semilar Building. The training was attended by 22 employees. A list of presentations, materials and documentation is available in the unit.
- Integrated Weed Control Training (effective, efficient and sustainable) on February 13, 2018 located at Multipurpose Semilar Building. The training was attended by 86 employees. A list of presentations, materials and documentation is available in the unit.
- Integrated Pest Management Training on February 11, 2018 held at Multipurpose Semilar Building. The training was attended by 67 employees. A list of presentations, materials and documentation is available in the unit.
- Socialization of Pesticide Handling on September 5, 2017 held at Multipurpose Semilar Building. The training was attended by 44 employees. A list of presentations, materials and documentation is available in the unit.
- Training of LSU and SSU on March 28, 2018 held at Multipurpose Semilar Building. The training was attended by 36 employees. A list of presentations, materials and documentation is available in the unit.
- Socialization of Aircraft Fertilization on October 25, 2017 held at Semilar Estate Emplacement. The training was attended by 147 employees. A list of presentations, materials and documentation is available in the unit.

Based on interview with foreman and pesticide applicators in Estate Office, known that the interviewee were able to explained and demonstrate several technical skills such as PPE used, spraying techniques and prohibited application areas such as HCV and riparian areas which marked with redcross on palm trunks or yellow-red poles.

<b>Status: Comply</b>	
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**4.6**
**Pesticides are used in ways that do not endanger health or the environment**
**Major 4.6.1 and Major 4.6.2**

The certificate holder has guidance on the use of pesticides listed in the following documents:

- MSDS (Material Safety Data Sheet) for each type of agrochemical material (Pesticide) which describes material storage and handling instructions, handling in case of accident (first aid effort), Hazards identification, action on spills and leaks, PPE, physical properties and chemistry, reactivity and stability, toxicological information, ecological information, waste disposal and transport.
- General guidelines on safety in working with pesticides (LAMP / VIII / TA-PGM / 03-PUKBP). In the document there are some guidelines that are selective in selecting, storing, using, overcoming contamination, understanding signs and symptoms of pesticide poisoning, first aid instructions and medical treatment guidelines for poisoning.

At the time of the audit activity, the certificate holder may show documents relating to the pesticide toxicity record (LD50) for each management unit. In the document documented product name used, active ingredient, LD50, percentage of active ingredient, total application, total active ingredient, production FFB and pesticide unit / kg, hectare application and pesticide unit / Hectares. The document also inform the rotation/number of application.

The results of interviews with research staff found that the company attempted to replace the pesticides used periodically to avoid the emergence of resistance. The company is also known to use pesticides that have been registered.

Based on interview with foreman and pesticide applicators in Office of Puri Estate, known that the interviewee were able to explained and demonstrate several technical skills such as PPE used, spraying techniques and prohibited application areas such as HCV and riparian areas which marked with redcross on palm trunks or yellow-red poles. The pesticides applicator also understand and can explain the specific target of pesticide and the appropriate dosage.

**Major 4.6.3**

Based on document verification of Census Recap of the Pest period of January 2018 revealed that there were no attacks for any significant pests. The results of interviews with the management known that within 1 year there is no use of pesticides for pest control so it can be concluded there is no use of pesticides prophylactic.

**Minor 4.6.4**

The certificate holder present the documents relating to the policy of reducing the use of herbicide with the active ingredients of paraquat such as Memorandum No: 032 / PD / VIII / 2016 dated August 13, 2016 by President Director Daud Darsono, regarding the prohibition of paraquate use. The main point of the letter is that since early 2016, no longer allowed to use herbicides made from aktiv paraquate (trademark Rolixone) to eradicate weeds. At the time of the audit activity, the certificate holder can show documents related to the use of paraquat period of 2013 to 2015, from the document known that there is a downward trend of paraquat use from year to year (2013-2015) and since 2016 the company no longer use pesticides with active ingredient paraquat, this is in accordance with the Memorandum No: 032 / PD / VIII / 2016.

Based on field observations in the SMLE, SRDE and PURE chemical warehouse, available pesticide stocks are in accordance with those in the document (SAP). There are no pesticides with the active ingredients of paraquat or other pesticides included in WHO 1A and 1B

**Major 4.6.5**

At the time of the audit activity, the certificate holder present documents related to the realization of employee training in 2017 and the employee training program of 2018 which includes the use and handling of pesticides while working.

Based on interview with foreman and pesticide applicators in Office of Puri Estate and Sei Rindu Estate known that pesticide applicator have been given training of safe use of pesticide, pesticide applicator can explain the action when poisoning, pesticide applicator also explained that routine health checks are conducted every 6 months and pesticide applicators have been trained in the use of good and proper PPE so they have realized the importance of maintaining health in their work. From the interviews known that pesticide applicators have a good understanding of the procedure of PPE replacement, for example if the glove is damaged then the applicator pesticide report to the foreman accompanied by the handover of damaged gloves, then the foreman made a report on the replacement of PPE to the assistant. The assistant will approve the replacement of the PPE if it has received the defective item. The process of replacing PPE is 2 days long.

Field observation results in the SMLE, SRDE and PURE Chemicals Warehouse are known that MSDS (Material Safety Data Sheet) is available for each pesticide used. The chemical warehouse officer can explain well in terms of MSDS and its usefulness.

**Major 4.6.6**

The certificate holder has documents relating to pesticide storage in SOP/SPO/SMART/LH-18 on hazardous waste management and SOP / SPO / SMART / LH-09 on handling of pesticide packaging.

The Company shows evidence that any gallon of ex-pesticide has been stored and not used for other purposes such as monitoring the exit gallon of ex-pesticide in 2017. In the document described the number of gallons of pesticides coming out of the central warehouse and the entry (after application of the spaciousness) to the schedule waste

The result of field observation in SMLE, SRDE and PURE employee lodges, there is no indication of the use of agrochemical ex-packing for other purposes

Chemical material (pesticide) are kept in pesticide storage and kept separately with other material. Pesticide storage is in accordance with recognised best practices. Pesticides is kept in a room separately with other material with adequate ventilation. Based on field observation to Puri Estate and Semilar Estate, did not sighted ex pesticide container is used for other purpose. Used pesticide container is kept in temporary hazardous waste storage in each estate and every month will be sent to schedule waste storage.

#### Minor 4.6.7

The application of pesticides in the field has been through proven methods to minimize the risks and negative impacts as documented in LAMP / VIII / TA-PGM / 03-PUKBP on General Guidelines on Security in Working with Pesticides, including safe guidance in selecting pesticides, storing pesticides, and using pesticides for example: the selected pesticide formula must be in accordance with the intruder's remains because a pesticide formula will only be effective against one particular type of pest.

At the time of the audit activity, the certificate holder may present documents related to the realization of employee training in 2017 and the employee training program 2018 which includes a program on the use and handling of pesticides while working.

Based on interview with foreman and pesticide applicators in Estate Office known that pesticide applicator have been given training of safe use of pesticide, pesticide applicator can explain the action when poisoning, pesticide applicator also explained that routine health checks are conducted every 6 months and pesticide applicators have been trained in the use of good and proper PPE so they have realized the importance of maintaining health in their work.

Results of field observation at SMLE, SRDE and PURE known that certificate holders have a special place for mixing pesticides, PPE storage, work tools and bathing after spraying. The same thing is expressed when the auditor conducted an interview with pesticide applicators in the field. Employees can explain well the procedure before spraying up to go home.

Each pesticide applicators bring lunch from home. In this case the company has a strategy to minimize the risks and negative impacts for example, providing clean water in large quantities to rinse and store food far from the spray location.

#### Major 4.6.8

Results of interviews with management and community leaders around, known that the certificate holder does not do the application of pesticides by air.

#### Minor 4.6.9.

Unit management has conducted pesticide handling trainings such as chemical weeding training (including MSDS, first aid training and pesticide mixing) on March 13<sup>th</sup> 2018 located in meeting room of SMLE. This training attended by 66 pesticide applicator and supervisor.

#### Minor 4.6.10

Based on document review and field visit on chemical storage shown that during 2017-2018, company only use 3 types pesticides (erkafuron, roll up, and rolifos) and all of this pesticides are produced by Rolimex. Semilar estates and Puri estates shown that agrochemicals containers are disposed based on MSDS i.e cleanly washed on pesticides optimalization storehouse and regularly submitted to related agrochemicals producers i.e PT Rolimex Kimia Nusamas (last shipment conducted on March 2018). All evidence for ex agrochemical disposal for examples "*Berita acara pengiriman bekas kemasan pestisida*" to related supplier are available and verified by auditor. Both estates, Puri estate and Semilar estate were implemented proper ways for waste disposal based on procedure SOP/SMART/LEMS-EHSD/SADV/002/001). Based on MSDS, ex pesticides containers from (erkafuron, roll up, and rolifos) are not categorized as hazardous waste after 3x washing in pesticides mixing & optimalization store. All ex pesticides waste are store in optimalization store and if necessary re used again for the same purposes.

Field visit for examples on pesiticides applicator (block D53) Sei Rindu estates, and interview with optimalization store

PIC acquired information that company has implemented proper ways regarding pesticides waste management based on procedures/MSDS.

**Major 4.6.11.**

Certificate holder has conducted medical examination for pesticide operators conducted by the company's doctor who has comply with the national requirements as OHS doctor. Cholinesterase test has been held on June 2017, spirometers test has been tested on May 2017, audiometers test on November 2017. During that test, found abnormal condition result on 6 mill operators who work on engine room and boiler. Based on that result, company's doctor has send that operators to full checked in local hospital in Sampit. Through the result of the test, that operator advised to wearing PPE and will monitored every six months.

**Major 4.6.12**

Circulation letter No. 001/SE-ADH3/BNJO/01/2010 dated January 12<sup>th</sup> 2010 regarding to pregnant and breastfeeding women and medical check for pesticide applicator mentioned that pregnant and breastfeeding women are prohibited to works as agrochemicals applicators and obliged to regularly carry out a special medical check every 4 months with pointed paramedics. There was 7 female pesticide applicators in SRDE (as per April 2018) and the result was negative. Pregnancy test was conducted every moths by company clinic which documented in List of pregnant and breastfeeding agrochemical applicator. This monitoring document has checked and signed by P2K3 (OHS organization) chief and secretary, as well as company doctor or paramedics. Based on field interview with pesticide applicators in pesticide applicators in PURE office, it was stated that pregnant and breastfeeding workers were prohibited to works with agrochemicals. The identified workers will be transferred into manual upkeep works.

<b>Status: Comply</b>
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**4.7**

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

**Major 4.7.1**

Policy on OHS of CH has issued by the President Director of PT SMART, Tbk on November 1<sup>st</sup> 2013. The policy indicates CH's commitment towards OHS implementation through:

- To communicate policy and OHS procedures to all employees and stakeholders which have interest.
- To comply with government OHS related regulations.
- To ensure implementation of OHS as a part of operational process.
- To identify, appraising, and control of continuous improvement in order to avoid work accident.
- To manage and monitor OHS indicators and conducting a continuous improvement.

The CH has socialize the policy mentioned above during P2K3 meeting which conducted on February and March 2018.

The work plan of the OHS Program for January to December 2018 covers the areas of extension & training, supervision field, evaluation field; Field of research, Health Sector; PIC; Cost Forecast, Timeline of completion (Jan-Dec 2018) and description. Based on interview result the workers are given guidance through socialization, warning boards and morning briefings before the work. Based on the above explanation, the workers has known about OHS policy.

Evidence of OHS work program implementation has recorded in training report, medical check-up report, records of purchasing of OHS related equipment's (PPE, first aid kit, fire extinguisher, hydrant, etc.), P2K3 monthly meeting notes and three-monthly P2K3 reports. Furthermore, Evaluation of OHS program, achievements and its monitoring was presented in P2K3 monthly meeting notes and three-monthly P2K3 reports. Based on observation to SMLM, SMLE, SRDE and PURE, it was found first aid box, fire extinguishers and hydrant stations were satisfactory maintained. Regular checklist monitoring were also available. Moreover, simulation of hydrant were considered satisfactory.

**Major 4.7.2**

The CH has the hazard identification risk and control (HIRAC) which presented in documents Form F/SMART/THESSEHSD/SADV/002/004, as follows:

- Document of HIRAC PT TN unit SMLM, issued by the Secretary of P2K3 on April 25<sup>th</sup> 2017.



- Document of HIRAC for PT TN unit SMLE, issued by the Secretary of P2K3 on January 17<sup>th</sup> 2017.
- Document of HIRAC for PT TN unit SRDE, issued by the Secretary of P2K3 on May 17<sup>th</sup> 2017.
- Document of HIRAC for PT BAS unit MNAE, issued by the Secretary of P2K3 on December 30<sup>th</sup> 2016.

The HIRAC has covers all working activities on the mill and estates. The analysis has covers risk hazard identification, sources of hazard risk, frequency (routine, non-routine, emergency), potential risk identification (sources and impacts), control management, risk analysis of severity level and value level. Crosscheck to the field, the compliance of application of product requirements which presented in MSDS and HIRADC document. For example, based on observation towards pesticide application in Block D53 Division 1 SRDE, it was found that respirator used by applicators were in accordance with MSDS and HIRADC requirement.

#### **Major 4.7.3**

CH has conduct several training and socialization related to OHS, for example as follows:

- Training on first aid SMLM, SMLE, SRDE and PURE on February 26<sup>th</sup> 2018 who attended by 18 workers respectively.
- Socialization of fire extinguisher in SRDE on April 10<sup>th</sup> 2018 who attended by 16 employee.
- Pesticide handling trainings such as chemical weeding training (including MSDS, first aid training and pesticide mixing) on March 13<sup>th</sup> 2018 located in meeting room of SMLE. This training attended by 66 pesticide applicator and supervisor from SMLE, SRDE, PURE and MNAE.

The CH has shown document of PPE distribution to all workers in estates and mill, which signed by Assistants, Chief of P2K3 and the respective workers. Based on field visit and interview with harvester, pesticide applicator and mill operator, they has been equipped with PPE and can demonstrate the safe working procedures.

#### **Major 4.7.4**

All unit has had OHS Committee (P2K3) that has been registered by the Head of Manpower and Transmigration Agency of Central Kalimantan Province. For example:

- SMLM: registered on February 7<sup>th</sup> 2018
- SMLE: registered on December 12<sup>th</sup> 2016
- SRDE: registered on October 10<sup>th</sup> 2016 (now on revision due to OHS expert substitution)
- PURE: registered on March 6<sup>th</sup> 2017.

The P2K3 secretary was a Licensed OHS Expert License. The monthly meeting of P2K3 well conducted and documented. For example, there was a minutes of meeting of OHS committee of SMLM dated on March 22<sup>nd</sup> 2018.

#### **Minor 4.7.5**

There is no revision in OHS procedures. Procedure of emergency management is presented in document No. SOP/SMART/UMUM/SADV//005. Emergency situation identified were fire, explosion, contamination, natural disasters, turmoil, demonstration and work accident. The procedure has describes definition, management emergency action chart line, emergency team, planning and action, training and simulation. Moreover, work accident handling has more detail presented in document No. SOP/SMART/HESS-EHSD/SADV//005, which describes victims handling, reporting, investigation, claims, etc. All procedures were available in Bahasa.

Based on interview with mill & estate workers are known that the CH already know the procedure about OHS. To facilitate evacuation in the event of an emergency, the company has established an evacuation route. The evacuation route is available in offices and mill. Besides that, it has been equipped with maps and other markers and adequate sign boards. To the visitors who come will be socialize safety induction as a guide health and safety in the visit process.

Auditor team who conduct field visit in mill and estate also found appropriated first aid kit. The person who take responsibility for first aid kit usually is field supervisor who has been attended first aid training. During the field visit, auditor has asked them to demonstrated first aid action, for example for the case of wounded, pesticide poisoning, animal attack etc. The result of demonstration was as good as written in their first aid guidelines.

The CH has provide polyclinic with OHS licensed paramedics, i.e. dr. Ida Bagus Gde Rsi Mahendra, Cert No. 23.356/DH-

XV/10 issued in August 2010. Moreover, there were also 5 paramedics (nurse and midwife) with OHS licensed paramedics qualification. The company has polyclinic of PT TN and PT BAS as the permit was shows in appointment letter from Health Agency of Seruyan District No. 455/172/DINKES/II/2014 dated January 10<sup>th</sup> 2014. The polyclinic service has covers first aid and emergency action. For further service, polyclinic has cooperation with local government hospital in Sampit.

**Minor 4.7.6**

The CH has registered all of it's employees as member of government scheme on health and workforce insurance (*BPJS Ketenagakerjaan* and *BPJS Kesehatan*). Permanent worker daily and/or monthly basis got Insurance on work accident (*JKK*), old age benefit (*JHT*), dead insurance (*JKM*), retirement insurance (*JP*) and health insurance (*JKS*). Meanwhile for piece-worker, the CH has only responsible for work accident insurance and dead insurance. However, most of non-permanent workers were family member of permanent workers (as wife). Hence, its health insurance was under their husband. Record of insurance payment for example in April 2018 is presented, for example:

- Worker insurance period March 2018 of 165 workers in **SMLM** has been paid on April 10<sup>th</sup> 2018. Payment receipt has been verify by auditor.
- Health insurance period March 2018 of 164 workers in **SMLM** has been paid on April 10<sup>th</sup> 2018. Payment receipt has been verify by auditor.

The company has showed sample of claim of accident to the insurance company. For example, claim on behalf employee number 17002 who got accident on August 1<sup>st</sup> 2017 and paid by insurance company on August 20<sup>th</sup> 2017.

**Minor 4.7.7**

The company has provide lost time accident matric. For example, lost time accident for period April 2018 and its frequency rate (FR) as well as severity rate (SR) recapitulation from January to April 2018 for SMLM recorded that 4 accidents with 55 man days lost (FR 104, SR 1,908). This LTA recorded by SPO officer in each unit.

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

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

**Major 4.8.1 and minor 4.8.2.**

Certificate holder shows employee training programs for the 2018 period such as: Fire extinguisher training and maintenance, First Aid Training, Environmental Training, Training of operator boiler & Welder, PIC Social Training (Business & Human Rights), SCCS Training, RSPO training and etc.

Training records for employees of CH period of 2018 such as: hazardous toxicity handling & emergency response training, Training on fire extinguisher and Hydrant use, Training of firefighter, Boiler and power house operational training, Fire simulation in work environment, Chemical spill simulation, Socialization of PPE etc.

Based on interview with several workers in mill and estates, concluded that they has been well trained especially for safety working procedure. Pesticede applicator has been well known regarding to PPE usage, safety working procedure and environmental awareness.

<b>Status: Comply</b>
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**PRINCIPLE #5 Environmental responsibility and conservation of natural resources and biodiversity**
**5.1**

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

**Major 5.1.1**

Untill Re-cert there is no new development or new mill capacity development. PT Tapian Naddenggan has EIA document for the development of plantations and palm oil mills approved by Central Kalimantan Governor based on decree No 4/2006 dated January 18 2006 covered for 9,300 ha oil palm plantatation and mill with capacity of 90 tonne FFB / hour.

Another EIA document for PT BAS covered the development of plantations and palm oil mills of PT BAS for an area of 14,300 hectares and mill capacity 90 tonne FFB / hour. Company operational areas/activities are covered on current EIA document.

**Minor 5.1.2**

PT TN and PT BAS has conducted environmental management based on documents of Environmental Management Plan / Environmental Monitoring Plan 2003 (PT TN) and PT BAS (2004) among others: gas and dust management, noise management by provide PPE, Soil chemical and physic properties, surface water quality testing, ground water quality testing, River flow rate, surface water biota, Public perception, public unrest, and public health. Records of implementation for Environmental Management describes on in RKL-RPL implementation report 2nd semester 2017 and has been reported to environmental agency for regular basis.

**Minor 5.1.3**

Implementation of environmental monitoring was described in RKL-RPL implementation report. Based on the RKL-RPL implementation report of semester 2 of 2017 known there isn't negative impact caused by companies, such as the result of surface water quality, noise, and mill effluent quality testing that conducted periodically has been accordance with the standard qualities set by the government.

Review for environmental monitoring/management plans have been developed and listed on RKL/RPL management review document conducted on March 10, 2017 and these management review indicates that all monitoring paramaters are still relevant with existing mill and estates activities. Meanwhile during these RE-cert, auditor teams found some non compliance i.e result of RKL/RPL review still not described compliance between RKL/RPL matrix and realization done by companies, monitoring plan, and corrections follow up for examples related to :

- Tajahan river, Ruko river, and Rindu river water quality testing are done every semester (based on RKL/RPL matrix should be done 3 times a year)
- Water biota on Tajahan river, Ruko river, and Rindu river are done every semester (based on RKL/RPL matrix should be done 3 times a year)
- River flowrate on Tajahan river, Ruko river, are done every semester (based on RKL/RPL matrix should be done 3 times a year).

Based on this explanation, its become **NC 2018.01 with minor category**

**5.1.3**
**Status: non conformance No. 2018.1 with minor category**
**5.2**

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

**Major 5.2.1**

Based on HCV assessment is known that there are HCV 1.1; HCV 1.2, HCV 1.3 (protected species) and HCV 4.1 (protected riparian). There are three species of birds protected by Government Regulation No. 7 of 1999 which are *Halycon smyrensis*, *Anthreptes sp*, *Arachnotera longirostrata* and according to CITES there are two species which are *Varanus salvator*, *Naja sumatrana*. There is no protected flora.

The HCV assessment dated October 12, 2012 was led by person who has gained approval as assessor HCV by RSPO, and the document had previously been conducted peer review in May 2012. Public consultation during HCV assessment showed in the form of presentation reports on the implementation of the identification of HCV dated 19 October 2012 at Sungai Rungau Training Center for PT TN and PT BAS. The assessment was conducted using HCV toolkit 2008 and also equipped with HCV maps with a scale of 1:50.000.

**Major 5.2.2**

HCV document compiled in 2012 has listed the types of protected animals and their protection status. There are three species of protected birds according to Government Regulation No.7 / 1999 (*Halakon smyrensis*), and according to CITES (monitor lizard / *Varanus salvator*, cobra serpent / *Naja sumatrana*) and none protected flora.

The Company has prepared a document on the implementation of management and monitoring of high conservation value areas for PT Tapan Nadenggan and PT Buana Artha Sejahtera which are conducted twice a year as a form of evaluation

and conclusion and suggestions in the preparation of next year's management plan. Available sample report documents for semester 1 and 2 year 2017.

In the report on the implementation of HCV management and Monitoring of PT TN and PT BAS in 2017 described the management of HCV that has been done by plantation managers PT TN and PT BAS to maintain the existence of HCV which has the function of environmental services is as follows:

- Maintenance of HCV boundary in the form of a stake in the river border
- Maintenance of HCV sign boards
- The spray boundary marking (red X cross) on the principal and the marking pole as marking shall not be chemical applications.
- Planting of erosion and rehabilitation crops, there is a program and realisation of conservation plantation cultivation for the period of 2017 in PT TN and PT BAS.
- PT BAS shows recapitulation of planting of woody forest seedlings, in 2017. Woody plants in the form of guava, meranti nyatoh, sungkai, duku, ketapang, *plasisit semalam* etc with total of 20159 stems.

#### Minor 5.2.3

The Company has Procedure on HCV identification and management through document no. SOP / NP / Smart / IV / LH001, 2010 which includes the identification, monitoring and management of HCV. Companies can show documentation of HCV socialization activities in PT TN and PT BAS such as:

- News of socialization event to Semilar Estate employees conducted on March 21, 2018 at 1 Semilar lodge attended by 116 participants.
- News of socialization event to Semilar Estate employees conducted on March 19, 2018 at Pondok 3 Semilar attended by 143 participants.
- News of socialization event to Semilar Estate employees conducted on March 20, 2018 at Pondok 2 Semilar which was attended by 128 participants.
- News of HCV socialization event to Puri Estate plantation staff on March 3, 2018 attended by 10 participants.
- News of the socialization event to all employees of cottage 1, pondok2, and cottage3 Puri Estate on 6-9 March 2017 which was attended by 76 participants.
- Socialization of 2018 has not been implemented, due to the management plan of the new socialization program will be implemented in May and July 2018.

Based on interviews with management, during the past year no employee has been found to have arrested, harmed or injured animals. this is clarified from the results of interviews with employees, based on the explanation of employees harvest in block Block K52 Division 5 Semilar estate employees have known the prohibition will hurt, hunt and catch animals. other than that the employee can explain the procedures that must be done if there are wild animals that enter the plantation area.

#### Minor 5.2.4

Company have established HCV management plan, and applies it well. reports and records of patrols and monitoring have been verified by auditors such as routine patrol conducted by security guards with no looting, landfire or hunting. other than that the company shows the monitoring report 2nd semester 2017 PT TN & BAS found Boar, Phytan, Rangkong, Tiong Mas, Biawak and others. In the implementation report of HCV, is known there are conclusions and suggestions that will be used as consideration in preparing the next year's work plan.

#### Minor 5.2.5

Results of the verification documents, field visits and interviews with villagers obtained information that there are no areas of HCV-related and affect the local community.

Status: Comply

### 5.3

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

#### Major 5.3.1

All waste products and sources of pollution have been identified and documented in identification and evaluation of pollution source document issued on 2018. Type of waste been identified for examples are :

- Estates, waste source : chemist activities, waste type : ex pesticides containers (toxic and hazardous waste)

- Mill, waste source : FFB process, waste type : shell and fiber (non toxic/hazardous waste)
- Estates, waste source : pruning activities, waste type : oil palm frond (organic waste)

Company has showed environmental aspect of document in the period 2018 for mill and estates, which also informs about the activities that have an impact on the environment, the environmental aspects, potential impacts, related fields, document control and control management. Field visit during audit shown company has implemented waste disposal / reduction plan based on pollution sources identification. For examples frond stacking to keep soil moisture, land applications on Mandang estate as nutrient cycling, shell and fiber usage on Semilar mill as boiler fuel, and etc.

### Major 5.3.2 & Minor 5.3.3

Inventory for all chemicals usage and its containers are available on chemicals storehouse / temporary hazardous storage. All ex chemicals containers (excluding agrochemicals containers) were kept on temporary hazardous storage at Semilar Mill, Semilar estates, Sei Rindu estates, and Puri estates.

Based on document review and interview with management representative, shown all ex pesticide containers on estates are managed by 3 times washing in accordance with the MSDS, then stored in the pesticides optimization store and regularly submitted to supplier (PT Rolimex Kimia Nusamas), last shipment conducted on March 2018

Document review shown that company has sent all toxic and hazardous waste to PT Maju Jaya Asri (licensed collector by decree of national environmental minister) on April 2018 (manifest are available and checked by auditors). Observation during audits at temporary hazardous & toxic waste storage shown that all of hazardous waste are compliant with the periods in permit.

All settlements waste are not disposed using open fire, PT TN and PT BAS provides landfill for domestic waste management. Field observation on block I48 Semilar estates and block Z29 Puri estates for example, found that companies managed settlements/housing domestic waste by provide landfill on each division and sort the organic/an-organic waste. Observations also found these landfill are located far away (> 1 km) from housing and situated on flood free areas.

**Status: Comply**

## 5.4

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

#### Minor 5.4.1

PT TN and PT BAS has assess and estimated the direct energy use such as fuel usage by operational activities for 2017 periods. Company shown commitment to reducing fossil fuel by renewable energy usage.

Shell and fiber usage have been monitored per month and realization of fossil fuel usage during December 2017 for examples are 39,089 litre. During Jan-Dec 2017, fiber and shell usage for boiler resulting average energy efficiency for diesel fuel are 3.31 litre/mt CPO, for electricity are 94.13 kWh/mt CPO (from shell and fiber usages).

#### Notes :

- All methane gas produced by methane capture plant are not used as gas engine fuels, but used as turbine burner on Semilar Mill
- 1 litre diesel fuel = 3.5 kwh (IPCC guidelines)
- 94.13 kwh to produce 1 mt cpo as result from shell and fiber usage (turbine)
- 11.60 kwh to produce 1mt cpo as result from generator process

**Status:**

## 5.5

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

#### Major 5.5.1 & Minor 5.5.2

CH has a zero burning policy. The policy documented in Land Clearing Procedure (SOP/SMART/MCAR/IV/TA-PLB) approved June, 12<sup>th</sup> 2012. CH does not conduct burning in land clearing. Based on field visit and interview with village representative is known that CH not yet conduct replanting activity.

**Status: Comply**

## 5.6

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

#### Major 5.6.1 & Major 5.6.2

Company (PT TN and PT BAS) has documents of identification of activities that produce emissions for Mill and Estate,



such as:

- Semiar Mill, consists of use of chemicals, the use of fossil fuels, The use of Electricity, Liquid waste.
- Semilar estate and Puri estate, consists of, the use of chemical fertilizers, the use of pesticides, the use of electricity garbage incineration, the use of Fossil Fuels.

In addition, company also identified GHG sources included management plan for reducing it.

All waste including emissions and pollutions sources from Mill and estate are identified and recorded on waste and pollution identification risk 2018 document. Fossil fuel reducing have been implemented by fiber and shell usage. Realization of renewable energy have been monitored on monthly report for fiber and shell usage. Waste water has been monitored every months and monitoring periods March 2018 for examples sighted that all of waste water testing parameters is compliant to the standards quality.

### Minor 5.6.3

Monitoring for emission and pollutants (air emission (boiler and generator), opacity, air ambient, odor, noise level) from estate and mill was done periodically every 6 month, covered on RKL/RPL implementation report and reported to environmental agency periodically. 2<sup>nd</sup> Semester 2017 testing result indicates all parameters related to emission are still comply with standard quality.

Calculation of GHG emission and its monitoring has conducted by SADV. GHG emission (Jan-Dec 2017) has calculated through the RSPO PalmGHG Calculator Version 3.0.1, which informed summary of net GHG emission, summary of field emission and sinks, summary of mill emission and credits, POME treatment and POME diverted to anaerobic digestion

#### Summary of Net GHG Emissions

Emissions per Product	tCO <sub>2</sub> e/t Product
CPO	1.34
PK	1.34

Production	ton/year
FFB processed	395829.75
CPO produced	95789.76

Land Use	Ha
OP planted area	15860
OP planted on peat	0
Conservation	742.58

**Note :** planted areas are included all Semilar mill supply base estates (PT TN & PT BAS) and PT BAP.

Extraction	%
OER	24.2
KER	5.72

#### Summary of Field Emissions and Sinks

Description	Own Crop			Group		
	tCO <sub>2</sub> e	tCO <sub>2</sub> e/ha	tCO <sub>2</sub> e/t FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e/ha	tCO <sub>2</sub> e
Land Conversion	121311.83	15.96	0.57	200387.45	13.67	1.09
*CO <sub>2</sub> Emissions from Fertilizer	7381.75	0.98	0.03	13290.66	0.91	0.07
**N <sub>2</sub> O Emissions	8639.14	1.14	0.04	11519.06	0.79	0.06
Fuel Consumption	1067.09	0.14	0.01	1309.62	0.09	0.01
Peat Oxidation						
Sinks						

Crop Sequestration	-70763.93	-9.36	-0.33	-137394.6	-9.36	-0.74
Conservation Sequestration						
Total	67635.88	8.86	0.32	82178.43	5.62	0.45

#### Summary Oil Mill Emissions and Credits

Remarks	tCO <sub>2</sub> e	tCO <sub>2</sub> e/t FFB
Emissions sources		
POME	8069.32	0.02
Fuel consumption	1022.07	0
Grid electricity	0	0
Credits		
Export of grid electricity (housig)	0	0
Sales of PKS	0	0
Sales of EFB	0	0
Total	9091.39	0.02

#### Palm Oil Mill Effluent (POME) Treatment

Divert to compst (%)	0
Divert to anaerobic digestion (%)	100

#### POME Divert to Anaerobic Digestion

Divert to anaerobic pond (%)	88
Divert to methane capture (flaring) (%)	12
Divert to methane capture (electricity generation) (%)	0

Based on 2017 GHG calculation shown that PT TN and PT BAS successfully decreasing net GHG emissions from 1.81 tCO<sub>2</sub>e/t product on 2016 to 1.34 tCO<sub>2</sub>e/t product on 2016 on 2017

**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.**

##### Major 6.1.1 & Major 6.1.2

CH has SIA which was done in 2012 by internal team and reviewed in 2017. The document has review condition of social such as: society, economy, culture, health, social perspective, etc. The SIA assesment has followed by surrounding stakeholder as in Pantap village (February 2, 2012) and in Biru Maju (October 19, 2012). In addition that, review of SIA has been conducted on September 2017. It has involves the surrounding communities, such as: Pantap Village, Rungau Raya Village, Biru Maju Village and Sumber Makmur Village. Based on interview with village head of Pantap and Biru Maju, it is known that the CH has involving village in SIA, therefore all issues has been identified by certificate holders on SIA.

##### Major 6.1.3

In managing social impact, the CH has made plan of managing and reviewing of social impact aspect, every year. The last review of its plan is for period of 2018-2019. The document has explaining method of improving positive and

decreasing negative aspect from CH operation in society. The certificate holders has implemented all social management plan, for example:

- Routinely water quality test
- CSR realization on infrastructure aspect.
- Routinely medical checkup for spraying team.
- Additional class room (SD Eka Tjipta Semilar 6). And others.

**Minor 6.1.4**

Review of social impact implementation program has been done every 2 year. The latest review is for period of 2016-2017 on September 2017. It has involves the surrounding communities and also internal stakeholders (workers union). However, there is no scheme of smallholder or independent smallholder. Based on social monitoring was conducted by CH with effective and efficient. There are no grievance or complaint from internal or external stakeholders during last year.

**Minor 6.1.5**

There is no smallholder scheme or independent smallholder.

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

There is list of stakeholder which is updated every year by the CH. The list consist stakeholder from government, society, local contractor, worker union, etc. There is procedure of communication and consultation (SOP/SMART/UMUM/SADV/II/004, dated July 1 2014). Based on interview with village head of Pantap and Biru Maju, it is known that the CH has socialized the procedure. Based on interview with village head of Pantap and Biru Maju, it is known that the Estate Manager or Field Assisstant is responsible to communicate with each of Head Villages.

**Minor 6.2.2**

PIC of the CH in communication and consultation is manager of estate and mill along with SPO officer. Based on interview with village head of Pantap and Biru Maju it is informed that they already knew the PIC.

**Minor 6.2.3**

There is procedure of communication and consultation (SOP/SMAR/UMUM/SADV/II/004). PIC for communication and consultation is the manager of estate and mill. CH could show list of request of information and communication in form of recording book. Based on interview with village head of Pantap and Biru Maju and communication book verification, it is known that there are no input from stakeholders to the CH during last year.

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

**Major 6.3.1**

There is procedur of complaint and dissatisfaction (SOP/SMART/SIGS-CSRD/SADV/II/003, dated July 1 2014). The responsible PIC in handling complaint an dissatisfaction is the Adminstration Head. The system has been socialized to stakeholder in February 19 2018 at Pondok 1, 2, 3 PURE and other estate. Based on the results of interviews with stakeholders in Pantap Village and Biru Maju village known that they already know the procedure of complaint submission to the company.

Based on infromation from interview with worker union, it is known that there is no industrial problem between both side It is same with information from manpower agency of Kutai Timur District.

**Major 6.3.2**

The CH has use form F/SMART/SIGS/SADV/003/001 in recording complaint from workers. Based on document review of SMLE, SMLM, MNDE and PURE, it is known that there is no complaint yet.

<b>Status: Comply</b>
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**6.4**

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

**Major 6.4.1**

CH has had SOP for land compensation which describes identification, calculation and compensation for land release mechanism. In this procedure was explained that the process of land identification is involved the community and the village government.

**Minor 6.4.2 & Major 6.4.3**

The results of document review, field visit and interviews show that the CH does not perform new expansion since the last assessment (May 2017). The latest land compensation has been conducted in 2010.

<b>Status: Comply</b>
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**6.5**

**Pay and conditions for employees and for employees of contractors always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.**

**Major 6.5.1**

The company hired their employee with status monthly rate worker, daily rate worker, daily rate worker, temporary worker etc. They determines minimum wages based on the Government regulation every year, the minimum wages in 2018 as regulated in Central Kalimantan Governor Decree dated on November 21<sup>st</sup> 2017 concerning the establishment of Central Kalimantan Province minimum wage in 2018.

Company determines minimum wages based on the government regulation every year. The minimum wages in 2018 as regulated in Central Kalimantan Governor Decree is **IDR 2,552,347 for Kotawaringin Timur District** whereas the value of wages established by the decision of CEO is **IDR 2,570,082/month** (for daily rate worker) and started from **IDR 2,643,098/month** (for lowest grade of monthly rate worker) and **IDR 2,590,046 for Seruyan District** whereas the value of wages established by the decision of CEO is **IDR 2,675,500/month** (for daily rate worker) and started from **IDR 2,749,202/month** (for lowest grade of monthly rate worker) in force since January 1, 2018 for all permanent workers below of one year work period. Based on document verification and interview with estates and mill workers that known, the company has paid all wage according to regulation. For example, according to simulation of calculation overtime payment for sterilizer operator in SMLM (185.30 hours) on March 2018 has comply with the regulation.

**Major 6.5.2.**

According to the labor ministry No. 32 year 2008, the company has had bipartite cooperation institute. They also has labor union that has completed and registered collective labor agreement period 2016 – 2018 to the labor agency of Central Kalimantan Province. Those Collective Labor Agreement consist several labor laws such as labor rights, recruitment, probation, promotion, working day, overtime, annual and incidental leave, reproduction right, payments, health and pension program, OHS, complaint mechanism etc. Based on document verification and public consultation with labor union or employee in mill/estate known that whole employee has had working agreement before start to work. Those agreement officially verified and registered to the labor agency in Central Kalimantan Province.

Inline with interview with labor union representatives known that CLA has been socialized to all labor union member through the regularly meeting of labor union. Almost all worker that registered in labor union known their labor right.

**Minor 6.5.3.**

Company can show a list of facilities and infrastructure for workers consisting of housing, lighting, water, daycare, cooperatives, the employee halls, worship place, school buses, clinics and educational facilities. The results of interviews with workers and their family at the housing complex, it is known that they are enough satisfied with the infrastructure and

facilities that have been provided by the company. Based on field visit and interview with workers in housing complex that known: generator set (electricity) will operation every night from 18.00 – 24.00 p.m. therefor it will operation against on 03.30 – 05.30 a.m. While the clean water were provided by the company through artesian well on each housing complex.

**Minor 6.5.4.**

According to field visits and interview with workers and their family in each housing complex SMLM, SMLE, SRDE and PURE concluded that they have no difficulty to access their basic needs. It all can be accessed in surrounding village near the housing complex. Moreover, the company has provide a place to use by local food traders during the payment day with competitive prices.

	<b>Status: Comply</b>	
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**6.6**

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

**Major 6.6.1 and Minor 6.6.2**

Management has had the Chief of Operation Circular Letter dated November 15 2010 explained that the company respect the rules and regulations prevailing in Law No. 21/2000 on Labor union. Based on interview with Labor Union, management provides freedom to all workers to establish labor unions. The result of an agreement between the labor unions and the company in the form of Collective Labor Agreement which is available in bahasa and has been implemented by the company.

Based on verification and interview, most of employee of PT. Tapian Nadenggan and Buana Artha Sejahtera joined labor union named *Serikat Pekerja Mandiri*. Whole employee are voluntary and free to join the labor union. There is no intervention from the company to the labor union committee or member regarding to their involvement in labor union. All labor union also registered in local labor agency. For example, labor union of SMLE has been registered since July 25<sup>th</sup> 2011.

They also had bipartite council that approved by head labor and transmigration agency of Kotawaringin Timur and Seruyan District since 2017. Based on document verification, bipartite council has attended the meeting regularly. The last meeting has been held on March 2018 with PPE usage and emplacement housekeeping as a concern issues to discuss.

	<b>Status: Comply</b>	
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**6.7**

**Children are not employed or exploited.**

**Major 6.7.1**

Based on document review of manpower period of April 2018 for PT Tapian Nadenggan and PT Buana Arha Sejahtera, it is known that there is no worker under 18 year old. Field observation in estate and factory shows that there is no worker under 18 year old. The certificate holder has implement its social policy point 6 on minimum worker age.

Field interview with worker in mill as of 1 WTP worker, 1 Warehouse worker, 3 EFB Worker, and in estate, as of worker, 5 manuring worker, 10 harvesting and Picker, 7 spraying worker, confirmed that minimum age of worker is not less than 18 year old. Field observation in SRDE and SMLE found that there is no worker who brought their family member to field area.

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

**Major 6.8.1 & Major 6.8.2**

The policy of non discrimination is written in point 3 of 6 of GSEP, of 2011. It was also written in worker agreement of 2016-2018. The policy has been socialized to worker through morning master and socialization to contractor. Based on manpower statistic of PT Tapian Nadenggan and PT Buana Artha Sejahtera of April 2018, it is known that workers came from many of area, tribes, different religion. Based on observation and filed interview with worker in SMLM, SMLE, SRDE



and PURE, it is known that they are coming from Java, Flores, Sumbawa, Sulawesi, Sumatera and local area of Kalimantan. Local community has also given opportunity to work in the plantation and factory according to its skill and company needs, as informed by the village head of pantap. Based on field interview with worker and union representation informed that there are no discrimination to worker. For the period of 2017, there are no industrial problem between the company and worker.

**Minor 6.8.3**

The CH could show work agreement which cover right and obligation of both party. Based on field interview with worker in SMLM, SMLE, SRDE and PURE, they already understand and excepting the agreement. Based on interview with human resource staff obtained information that evaluation of worker performance is done once in a year. The CH could show sample of worker evaluation and promotion with initial name RS. RS have work agreement with the number *SPK PKWT No. 039 / SMLM / PKWT-A2 / 12/2017* dated 26 December 2017 between mill manager and RS for CCTV operator work and valid until December 25, 2018. Referring to Employee appraisal form for permanent worker with assessment period December 26, 2017 to March 25, 2018 with a value of 8.2 (satisfactory) and then in 26 March 2018 RS have promotion from temporary employee to permanent employee with the decree from Mill manager No: 004/SMLM-PRM/04/2018.

<b>Status: Comply</b>
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**6.9**

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

**Major 6.9.1**

The CH has policy of August 1 2011 from top management stated that sexual harassment is illegal and intolerable. There was 4 step of sexual harassment handling which is used by the gender committee. Based on field interview with women worker in SMLM, SMLE, SRDE and PURE known that the female worker has already knew of female committee, its caretaker and its function, reproduction right (menstruation and birth leave), and a daycare for children. Based on interview with gender committee head informed that there was no case of sexual harassment or discrimination to women worker. There is structure organization of gender committee in estate and mill. Based on interview with field worker, gender committee member and management informed that there is no case of sexual harassment.

**Major 6.9.2**

The CH has memorandum number 01/VPA-RSPO/03/2010 of March 3 2010 stated that pregnant female worker and breastfeeding female worker are not allowed to work in chemical contact situation. Based on interview with female worker in SMLE, SRDE and PURE informed that they already knew of women worker right of reproduction like monthly menstrual leave and maternity leave. They also knew about prohibition for maternal worker to work with chemical. Gender committee has been known by female worker.

**Minor 6.9.3**

The CH has procedure of handling complaint mechanism for all stakeholder (Number SOP/SMART/SIGS-CSR/SADV/II/003 where it is stated about guaranty of anonymity of reporter (whistleblower). CH has also provide aspiration box in division, estate and mill. Based on interview with worker in SMLM, SMLE, SRDE and PURE informed that there is no industrial matter for 2017 and 2018. The worker union can also be used to assist handling of worker complaint to management.

<b>Status: Comply</b>
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**6.10**

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

**Minor 6.10.1 & Major 6.10.2**

The CH has no transaction of buying FFB from independent smallholder nor scheme smallholder.

**Minor 6.10.3**

The CH has no transaction of buying FFB from independent smallholder nor scheme smallholder. All of FFB processed in the SMLM comes from own estate or own group. The CH could show contract between CH and the local contractor of FFB transporter. Based on interview with local contractor of FFB transportation from Biru Maju village, it is known that the CH has implement fair and transparent contract, as it showed by sample contract number 03/PURE/LKL/01/18-ATBS dated on January 1<sup>st</sup> 2018.

**Minor 6.10.4**

There is sample of payment of FFB transport above for January 1<sup>st</sup> 2018 that paid on February 25<sup>th</sup> 2018. Based on interview with local FFB transporter of Biru Maju village, it is known that payment of FFB has been paid well and in accordance to the agreement.

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

CH could show CSR programme of 2018 which is divided into 5 categories (education, health, economy, social, infrastructure). The programme was made by SPO Officer has been approved by the unit head. Based on interview with village head of Rungau Raya and Biru Maju, it is known that the CH has informed of job vacancy to villagers, assisting cost for house electricity installation of villager, etc.

The CH has also followed the village annual meeting in preparing village development programme.

**Minor 6.11.2**

Until the ASA-2 audit, CH does not have a scheme of smallholders or cooperate with farmers. However, plasma development plans are available (in process) in Sebabi and Banyu Biru villages covering an area of 2,282 hectares and 374 members.

	<b>Status: Comply</b>	
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**6.12**
**No forms of forced or trafficked labour are used.**
**Major 6.1.2.1**

The CH has policy of no forced labor which is written in GSEP. Based on interview with worker union, it is known that there is no forced labor. Based on field observation in estate and mill, it is known that there is no foreign worker and out sourcing worker. The responsible PIC in recruiting worker is human resource staff. There is no ban for leaving work, as along as following the procedure. Work agreement has ruled of work term and condition. Field observation in SRDE, PURE and SMLE found that there is no worker who brought their family member to field area.

**Minor 6.12.2**

Based on interview with worker, worker union and document review of work contract, it is known that there is no contract substitution.

**Major 6.12.3**

There is no migrant worker and intra region worker in 2018. CH could show that the intra region worker had received all of his right based on the contract in 2014. It was also shown that for the intra region worker who has finished their contract and willing to go back to their region, CH facilitated their journey. Based on interview with ex-intra region worker at SMLE and SRDE it was known that work contract has clearly explain term and condition, right and obligation for both parties.

	<b>Status: Comply</b>	
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**6.13**
**Growers and millers respect human rights**
**Major 6.13.1**

CH has GSEP policy pin 2.2.3 which stated that the company committed to stand and promote statement of human right of United Nation for all workers, contractor, customary society, local community In all company operation.

There is prove of its socialization as of:

- News of GSEP socialization event to cottage staff 1,2,3 Sei Rindu Estate on March 5, 2018 attended by 269 people.
- News of GSEP socialization event to employees of compound Semillar Mill on January 4, 2018 attended by 5 participants.

	<b>Status: Comply</b>	
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<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>Major 7.1.1; Minor 7.1.2; Minor 7.1.3</b>		
Based on documents review, interview and field visits at CH, it is known that CH did not expand the operational area and there is no more land clearing activity since the last assessment 2017. Therefore SIA and EIA document are covered on current document see indicator 5.1 and 6.1.		
	<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>Major 7.2.1 and Minor 7.2.2</b>		
Based on hectare statement data of PT TN and PT BAS, information from management unit and respective Government Agencies, it was informed that there was no new planting and development areas after 2005 November onwards. Hence this Indicator is not applicable. However, the CH was able to shows land suitability map with scale of 1:25,000 and 1:50,000.		
Based on the soil survey study, it was informed that there were about 687 ha (or approximately 4.02 %) of PT TN and PT BAS total areas were classified as fragile (N1 and N2). Major limitation for oil palm cultivation which considering as fragile in both company were due to the presence of hardpan, poor drainage properties on lowlying areas, very low soil fertility and domination of sandy soils texture.		
	<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>Major 7.3.1 &amp; Major 7.3.2</b>		
The document review showed that companies is performed land clearing after November 1, 2005 without preceded by the identification of HCV. HCV identification was conducted on 2012. GAR, as the parent of PT TN and PT BAS has conducted disclouser of liability and LUCA on December 2015 to RSPO. On May 18th 2017, GAR has sent email to RSPO to ask information regarding the progress of LUCA review because of the surveillance of each subsidiaries. Untill Re-Cert undertaken, companies are not able to show Ra-CP compensation plan approvals progress from RSPO. <b>NC 2018.02 with major category.</b>		
<b>Minor 7.3.3</b>		
Based on the results of interviews with management is known that the initial activity of land clearing was done in June 2005. Since the last assessment (2017), there has been no new land clearing or expansion of operational areas undertaken by the management unit		
<b>Major 7.3.4 &amp; Minor 7.3.5</b>		
The results of document review, field visits and interviews found that CH did not expand or conduct new planting since the last assessment (2017). HCV management plan for existing operational areas are able to seen on criteria 5.2.		
<b>7.3.1</b>	<b>non conformance No. 2018.2 with major category</b>	
<b>7.4</b>		
<b>Extensive planting on steep terrain, and/or on marginal and fragile soils, is avoided.</b>		
<b>Minor 7.4.1 and Major 7.4.2</b>		
Based on hectare statement data of PT TN and PT BAS, information from management unit and respective Government Agencies, it was informed that there was no new planting and development areas after 2005 November onwards. Hence		

this Indicator is not applicable. However, the CH was able to show soil maps with scale of 1:25,000 and 1:50,000 which derived from soil survey semi detail conducted in November 11<sup>th</sup> to 17<sup>th</sup> 2008. The maps informed that there were no presence of peat soil within PT TN and PT BAS operational areas. In term of topography condition, there was no areas with slope more than 40 %. Those information were confirmed during field observation. soil survey report informed that major limitation for oil palm cultivation which considering as fragile in both company were due to the presence of hardpan, poor drainage properties on lowlying areas, very low soil fertility and domination of sandy soils texture.

<b>Status: Comply</b>
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**7.5**

**No new plantings are established on local peoples' land without their free, prior and informed consent, dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.**

**Major 7.5.1**

Based on documents review, interview and field visits at CH, it is known that CH did not expand the operational area and there is no more land clearing activity since the last assessment (May 2017).

<b>Status: Comply</b>
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**7.6**

**Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.**

**Major 7.6.1; Major 7.6.2; Major 7.6.3; Minor 7.6.4; Minor 7.6.5; Minor 7.6.6**

Based on documents review, interview and field visits at CH, it is known that CH did not expand the operational area and there is no more land clearing activity since the last assessment (May 2017).

<b>Status: Comply</b>
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**7.7**

**Use of fire in the preparation of new plantings is avoided other than in specific situations, as identified in the ASEAN guidelines or other regional best practice.**

**Major 7.7.1 and Minor 7.7.2**

Based on documents review, interview and field visits at CH, it is known that CH did not expand the operational area and there is no more land clearing activity since the last assessment (May 2017).

<b>Status: Comply</b>
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**7.8**

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

**Major 7.8.1 & Minor 7.8.2**

Based on documents review, interview and field visits at CH, it is known that CH did not expand the operational area and there is no more land clearing activity since the last assessment (2017). Existing GHG emission calculations result are able to seen on Indicator 5.6.

<b>Status: Comply</b>
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**PRINCIPLE #8 Commitment to continuous improvement in key areas of activity**
**8.1**

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

**8.1.1**

CH has a commitment to eliminate use of paraquat through memorandum from the President Director on 21 November 2014. According to pesticide use records, the paraquat has not applied since 2016.

According to documents reviews which supported by field observations, it could be concluded that the current HCV related programs, realizations and its evaluations were in accordance with RSPO BMPs manual. The implementations on the field has obviously considered satisfactory. Hence, the existing program will remain continued on the next following period.

To maintain compliance with P & C RSPO, the CH conducts internal audits once every 1 year by internal auditor from Head Office. The last internal review was conducted on 5 – 14 February 2018 by 5 auditors. All identified of

nonconformities in internal audit have been closed.

The CH has conduct internal audit of RSPO and ISPO regularly as assurance that the CH is committed to implement sustainable palm oil management system.

There are monitoring of continuous improvement on each unit, such as:

**SMLM**

Mini roller as roller plate, FFB and lose fruit barrier on filling of lorries, sight glass recycling CPO as tools of recycle monitoring, and auto flushing sludge cartridges. CH has install methane capture to reducing GHG Emissions.

**SMLE**

EFB application by three angle tools (empty bunch spreaders), contour road maintenance by PVC Pipe, GPS using for security patrol, FFB loading by Mini Tractor Graber infield the harvesting path.

**SRDE**

Contour road maintenance by PVC Pipe, modification of complete spinner disc on fertilizer emdec.

**MNAE**

Modification of complete spinner disc on fertilizer emdec.

**PURE**

Modification of complete spinner disc on fertilizer emdec.

	<b>Status: Comply</b>	
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**3.2. Summary of Assessment Report of Supply Chain Requirement**
**3.2.1 General chain of custody requirements for the supply chain**

Clause	Requirement
<b>5.1</b>	<b>Applicability of the general chain of custody requirements for the supply chain</b>
<b>5.1.1</b>	<p><b>The General Chain of Custody requirements of the RSPO Supply Chain Standard shall apply to any organization throughout the supply chain that takes legal ownership and physically handles RSPO Certified Sustainable oil palm products at a location under the control of the organization including outsourced contractors. After the end product manufacturer, there is no further requirement for certification.</b></p> <p>Semilar Mill (SMLM) is one of Palm Oil Mill where legally it is under management of PT Tapian Nadenggan. The main product from this mill is CPO and Palm Kernel where the CPO placed in storage tank at the same location. The certified CPO from this mill are delivered to Bagendang Bulking station and transported by trucks. While the PK are delivered to Perdana KCP PT Binasawit Abadi Pratama. PT Satrindo Jaya Agropalma as a CPO &amp; PK transportation services company is a subsidiary of Golden Agri Resources (RSPO membership) and also as a parent company of PT Tapian Nadenggan. This company has had legal ownership and official agreement with PT Tapian Nadenggan.</p>
	<b>Status: Comply</b>
<b>5.1.2</b>	<p><b>Traders and distributors require a license obtained from RSPO Secretariat to sell RSPO certified product but do not themselves require certification. When selling RSPO certified products, a licensed trader and/or distributor shall pass on the certification number of the product manufacturer and the applicable supply chain model.</b></p> <p>Semilar Mill is an FFB processing mill to produce CPO and PK. The sources of material input are FFB's only from the certified area. This Mill did not purchased CPO and/or PK from others, therefore Semilar Mill not include as trader/distributor.</p> <p>Semilar Mill is an RSPO certified mill with certificate no. MUTU-RSPO/028 and also has been registered on PalmTrace with registered member ID: <b>RSPO_01000001156</b>.</p>
	<b>Status: Comply</b>
<b>5.1.3</b>	<p><b>Either the operator at site level or its parent company seeking certification shall be a member of the RSPO and shall register on the RSPO IT platform.</b></p> <p>Semilar Mill is an RSPO certified mill with certificate no. MUTU-RSPO/028 and also has been registered on PalmTrace with registered member ID: <b>RSPO_01000001156</b>.</p>
	<b>Status: Comply</b>
<b>5.1.4</b>	<p><b>Processing aids do not need to be included within an organization's scope of certification.</b></p> <p>Semilar Mill did not have any processing aids at site.</p>
	<b>Status: Not Applicable</b>
<b>5.2</b>	<b>Supply chain model</b>
<b>5.2.1</b>	<p><b>The site can only use the same supply chain model as its supplier or go to a less strict system. Declassification/downgrading can only be done in the following order: Identity Preserved -&gt; Segregated -&gt; Mass Balance.</b></p> <p>Semilar Mill is certified palm oil mill which implement Identity Preserved using Module D-CPO Mill for its supply chain, because this Mill is received FFB's from certified sources only.</p>
	<b>Status: Comply</b>
<b>5.2.2</b>	

<b>The site can use one (1) or a combination of supply chain models as audited and certified by the CB.</b>	
Semilar Mill only use Identity Preserved supply chain model and has been certified with certificate no. MUTU-RSPO/028.	
	<b>Status: Comply</b>
<b>5.3</b>	<b>Documented procedures</b>
<b>5.3.1</b>	
<b>The site shall have written procedures and/or work instructions or equivalent to ensure the implementation of all elements of the applicable supply chain model specified.</b>	
<p>Semilar Mill has had supply chain procedure "SOP Supply Chain Produk RSPO Model Identity Preserved (doc.TN – SMLM – SCCS/SOP/01 (Rev.02 dated 13 March 2018))" for the implementation on Mill. All elements of the applicable supply chain model specified within the procedure.</p> <p>Revision dated 13 March 2018:</p> <p>Page 12 "Menambahkan kalimat Konversi dalam Palm Trace menggunakan angka default dan akan dilakukan removal untuk menyesuaikan dengan stok actual"</p> <p>Page 13 "menambahkan klausul apabila setelah produk dikirim terjadi kesalahan klaim produk certified, maka dibuatkan berita acara yang ditandatangani oleh PC dan Department Sales"</p> <p>Page 14 "Menambahkan klausul: 6.7.5 Registrasi Transaksi"</p>	
	<b>Status: Comply</b>
<b>5.3.2</b>	
<b>The site shall have a written procedure to conduct annual internal audit</b>	
<p>Semilar Mill has had procedure "SOP Internal Audit (SOP/SMART/UMUM/SADV/I/2009, tanggal 1 Juli 2014)" to conduct internal audit for all aspect (P&amp;C and SCCS). The specific statement within the procedure as follow:</p> <p>1.2. Objective: Ensuring the process of SPO internal audit in order to acknowledge effectiveness and compliances with applicable certification system requirements.</p> <p>2.2.1 Internal Audit Program: an internal audit conducting annually (once a year) and possible to perform additional audit in within.</p>	
	<b>Status: Comply</b>
<b>5.4</b>	<b>Purchasing and goods in</b>
<b>5.4.1</b>	
<b>The receiving site shall ensure that purchases of RSPO certified oil palm products are in compliance and the following minimum information for RSPO certified products is made available by the supplier</b>	
<p>Semilar Mill is an FFB processing mill to produce CPO and PK. The sources of material input are FFB's only from the certified area. This Mill did not purchased CPO and/or PK from others.</p>	
	<b>Status: Not Applicable</b>
<b>5.4.2</b>	
<b>The site shall have a mechanism in place for handling non-conforming oil palm products and/or documents</b>	
<p>Mechanism for handling non-conforming oil palm products are specific describes within "SOP Penanganan Keluhan dan Ketidakpuasan (SOP/SMART/SIGS-CSR/SADV/I/003, tertanggal 1 Juli 2014)". This procedure is general applied to all complaints aspects, including non-conforming products from customer/buyer.</p>	
	<b>Status: Comply</b>
<b>5.5</b>	<b>Outsourcing activities</b>
<b>5.5.1</b>	
<b>In cases where an operation seeking or holding certification outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the operation seeking or holding certification shall ensure that the independent third party complies with the requirements of the RSPO Supply Chain Certification Standard. A CPO mill and independent mill cannot outsource processing activities like refining or crushing.</b>	
<p>Semilar Mill has specific mechanism related to outsource or contractors handling. This procedure namely "SOP Pengendalian Kontraktor (SOP/SMART/UMUM/SADV/I/006, issued 1 July 2014)". This procedure is applicable to all outsource/contractors</p>	

activities to look carefully at Sustainability aspects in their operation. The certified CPO from this mill are delivered to Bagendang Bulking station and transported by trucks. While the PK are delivered to Perdana KCP PT Binasawit Abadi Pratama. PT Satrindo Jaya Agropalma as a CPO & PK transportation services company is a subsidiary of Golden Agri Resources (RSPO membership) and also as a parent company of PT Tapan Nadenggan. This company has had legal ownership and official agreement with PT Tapan Nadenggan. CSPO by PT Satrindo Jaya Agripalma (Contract #001/TN/SMLM/10/2014-CPO) and CSPK by PT Satrindo Jaya Agripalma (Contract #001/BAP/SMLM/10/2017-PK).

**Status: Comply**

#### 5.5.2

**Sites which include outsourcing within the scope of their RSPO Supply Chain certificate shall ensure the following:**

- a. The site has legal ownership of all input material to be included in outsourced processes;
- b. The site has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the site to ensure that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary.
- c. The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.
- d. The site seeking or holding certification shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and any and all information, when this is announced in advance

Oil palm product (CPO) from Semilar Mill delivered to Bagendang Bulking Station at Mentaya Hilir. While and PK product sent to KCP Perdana (PT Binasawit Abadi Pratama) Transportation is using truck owned by PT Satrindo Jaya Agripalma (CSPO & CSPK), a subsidiary of parent company Golden Agri Resources.

The Certified Mill ensuring the following are:

- a) Legal ownership of all input material (FFB's) among others: PT Tapan Nadenggan (Semilar Mill) (SMLE and SRDE) and PT Buana Artha Sejahtera (MNAE & PURE). Both of these companies have been registered in Indonesia Investment Board.
- b) Contractual agreement for delivering oil palm product i.e: CSPO by PT Satrindo Jaya Agripalma (Contract #001/TN/SMLM/10/2014-CPO) and CSPK by PT Satrindo Jaya Agripalma (Contract #001/BAP/SMLM/10/2017-PK).
- c) Document control system to ensure outsources activities through their own procedure. SOP/SMART/UMUM/SADV/II/006, terbit 1 Juli 2014 is they're own procedure related to Contractor Handling Mechanism.
- d) Both of applicable contracts for physical handling of oil palm product is already stated to comply with all sustainability aspects.

**Status: Comply**

#### 5.5.3

**The site shall record the names and contact details of all contractors used for the processing or physical handling of RSPO certified oil palm products.**

Transportation services are using second party outsources. Delivery of certified oil palm and palm kernel product is using PT Satrindo Jaya Agripalma. Record of all name and contact details of outsources and contractors are well maintained.

**Status: Comply**

#### 5.5.4

**The site shall at its next audit inform its CB of the names and contact details of any new contractor used for the processing or physical handling of RSPO certified oil palm products**

Transportation services are using second party outsources. Delivery of certified oil palm and palm kernel product is using PT Satrindo Jaya Agripalma. Record of all name and contact details of outsources and contractors are well maintained.

**Status: Comply**

### 5.6

**Sales and goods out**

#### 5.6.1

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

Within period ASA-4 upto Re-cert, Semilar Mill selling RSPO certified product physically. The sales transaction is using RSPO PalmTrace. Based on sample Delivery Note as follow:

- The name and address of the seller; PT Tapan Nadenggan, Semilar Mill, Seruyan.

- The loading or shipment / delivery date; 16 January 2018
- The date on which the documents were issued; 16 January 2018
- A description of the product, including the applicable supply chain model; Crude Palm Oil, Certificate ID: MUTU-RSPO/028-18011060.
- The quantity of the products delivered; Total Certified Product: 3,200 MT.
- Any related transport documentation; Contract No./DO No.: 001/P1456/01/2018
- Supply chain certificate number of the seller; Certificate ID: MUTU-RSPO/0028-18011060/RSPO-SG.
- A unique identification number. Contract No./DO No.: DIC/1456/160118/0001 **RSPO-SG**.

Sample of Working Order for CSPK delivery:

- Name and address of seller: PT Tapian Nadenggan, Seruyan Kalimantan Tengah.
- Name and address of buyer: PT Sumber Indah Perkasa, (Bagendang Bulking Station), Kecamatan Mentaya Hilir Utara, Kabupaten Kotawaringin Timur, Kalimantan Tengah.
- Delivery date: 19 January 2018
- Document reference: 1456106486
- Name of transporter: PT Satrindo Jayaagropalma
- Address of transporter: Jakarta
- Description of product: Palm Kernel
- Amount of product: 2,000 MT
- Supply chain certificate number of the seller; Certificate ID: MUTU-RSPO/028

**Status: Comply**

**5.7**

**Registration of transactions**

**5.7.1**

**Supply chain actors who:**

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

Semilar Mill is an RSPO certified mill with certificate no. MUTU-RSPO/028 and also has been registered on PalmTrace with registered member ID: **RSPO\_01000001156**.

**Status: Comply**

**5.7.2**

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

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

Semilar Mill is an RSPO certified mill with certificate no. MUTU-RSPO/028 and also has been registered on PalmTrace with registered member ID: **RSPO\_01000001156**.

For transaction of selling certified product, this mill is using RSPO Palm Trace including Shipping Announcement, Trace, Remove and Confirm. The person in charge to RSPO Palm Trace access is from Head Office PT SMART, Tbk, Jakarta.

**Status: Comply**

**5.8**

**Training**

**5.8.1**

**The organization shall have a training plan on RSPO Supply Chain Standards requirements, which is subject to on-going review and is supported by records of the training provided to staff**

The CH has annual program training on May 2018, however the SCCS training at SMLM was held on 21 April 2018 and attended by 12 persons who responsible for supply chain implementation.

**Status: Comply**

**5.8.2**

**Appropriate training shall be provided by the organization for personnel carrying out the tasks critical to the effective implementation of the supply chain certification standard requirements. Training shall be specific and relevant to the task(s) performed**

The new RSPO Supply Chain Standard has been socialized and informed through the in house training for all responsible persons at the mill. Training record for supply chain was held on 21 April 2018 and attended by 12 persons who responsible for supply chain implementation. Based on interview with security, weighbridge operator and CPO/PK dispatch operator, they can explain related to responsible and job description and also SCCS aspect.

**Status: Comply**

**5.9**
**Record keeping**
**5.9.1**

**The organization shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of these RSPO Supply Chain Certification Standard requirements**

Semilar Mill has had maintain accurate, complete and up-to-date for the FFB receives, process and CPO & PK production from its supply bases (certified sources only).

The record keeping saves in "Mass Balance Report of SMLM 2017/2018". Within this record, the certificate holders maintain the FFB's sources based on monthly bases.

**Status: Comply**

**5.9.2**

**Retention times for all records and reports shall be a minimum of two (2) years and shall comply with legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock**

The Certificate Holder has had procedure of Record and Document Handling (SOP/SMART/UMUM/SADV/I/001, issued 1 July 2014).

2.4.12.e All records shall be kept within 10 (ten) years.

Based on document verification, the management unit can shown all recording data for two years ago. Such as: contract document, FFB Consignment, CPO and PK Ticket, etc.

**Status: Comply**

**5.9.3**

**The organization shall be able to provide the estimate volume of palm oil / palm kernel oil content (separate categories) in the RSPO certified oil palm product and keep an up to date record of the volume purchased (input) and claimed (output) over a period of twelve (12) months.**

Semilar Mill as Certificate Holder did not purchased CPO and/or PK from any sources. This Mill only receives FFB's from Certified area only. The estimate volume of sustainable CPO and PK are recorded in the Annex of certificate.

**Status: Comply**

**5.10**
**Conversion factors**
**5.10.1**

**Where applicable a conversion rate shall be applied to provide a reliable estimate for the amount of certified output available from the associated inputs. Organizations may determine and set their own conversion rates which shall be based upon past experience, documented and applied consistently. Guidance on conversion rates is published on the RSPO website ([www.rspo.org](http://www.rspo.org)); RSPO Rules for Physical Transition of Oleochemicals and its Derivatives. This is relevant for derivatives of Palm Oil and Palm Kernel Oil, as used in the oleochemical and personal care industries**



Semilar Mill only received and processed of FFB's as material input. This mill did not purchase CPO and/or PK from others. Therefore, this mill did not using conversion factors.	
	<b>Status: Not Applicable</b>
<b>5.10.2</b> <b>Conversion rates shall be periodically updated to ensure accuracy against actual performance or industry average if appropriate.</b>	
Semilar Mill only received and processed of FFB's as material input. This mill did not purchase CPO and/or PK from others. Therefore, this mill did not using conversion factors.	
	<b>Status: Not Applicable</b>
<b>5.11</b>	<b>Claims</b>
<b>5.11.1</b> <b>The site shall only make claims regarding the use of or support of RSPO certified oil palm products that are in compliance with the RSPO Rules on Market Communications and Claims.</b>	
All certified product claims, the CH never using RSPO symbol or logos. A unique identification number, certificate number and supply chain model are available on relevant documents. Also, the CH using RSPO Palm Trace for communication, transaction, confirmation status and shipping announcement.  The claim has been referred to RSPO Rules on Market Communications and Claims.	
	<b>Status: Comply</b>
<b>5.12</b>	<b>Complaints</b>
<b>5.12.1</b> <b>The organization shall have in place and maintain documented procedures for collecting and resolving stakeholder complaints.</b>	
Mechanism for handling non-conforming oil palm products and complaints are specific describes within "SOP Penanganan Keluhan dan Ketidakpuasan (SOP/SMART/SIGS-CSR/SADV/II/003, tertanggal 1 Juli 2014)". This procedure is general applied to all complaints aspects, including complaints and non-conforming products from customer/buyer.	
	<b>Status: Comply</b>
<b>5.13</b>	<b>Management review</b>
<b>5.13.1</b> <b>The organization is required to hold management reviews annually at planned intervals, appropriate to the scale and nature of the activities undertaken</b>	
The Certificate Holder has made Management Review on 12 April 2018, where the requirement for Management Review is conducted at least annually. The content of Management Review including RSPO audit result, Production and progress of implementation of Supply Chain system.	
	<b>Status: Comply</b>
<b>5.13.2</b> <b>The input to management review shall include information on:</b>	
<ul style="list-style-type: none"> <li>• Results of internal audits covering RSPO Supply Chain Certification Standard.</li> <li>• Customer feedback.</li> <li>• Status of preventive and corrective actions.</li> <li>• Follow-up actions from management reviews.</li> <li>• Changes that could affect the management system.</li> <li>• Recommendations for improvement.</li> </ul>	
Result of Management Review report on 12 April 2018, the following information was discussed:	
<ul style="list-style-type: none"> <li>♦ Customer Feedback and Stakeholder Complaints: for 2017, there are no complaints from stakeholder/Customer.</li> <li>♦ Performance of Processing Activity and Conformity of Products: Production of Certified Product, Sales and Goods Out has been appropriate with estimation and supply chain requirements.</li> <li>♦ Any changes of Management System influence: Updating for all sustainability procedures still on progress to be</li> </ul>	

review by management. <ul style="list-style-type: none"> <li>Internal Audit of Supply Chain and Follow-Up Actions: Has been conducted on 8 February 2018. All the non-conformances already followed up. For example</li> <li>Recommendations for Improvement</li> </ul>	
	<b>Status: Comply</b>
<b>5.13.3</b> The output from the management review shall include any decisions and actions related to: <ul style="list-style-type: none"> <li>Improvement of the effectiveness of the management system and its processes.</li> <li>Resource needs.</li> </ul>	
Improvement of the effectiveness of the management system and its processes and resource needs is already included within the Management Review.	
	<b>Status: Comply</b>

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.							
	Semilar Mill is used RSPO supply chain of Identity Preserved module because only received FFB from the estate which has been certified with RSPO.							
	<b>Status: Comply</b>							
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.							
	Estimates of CPO and PK produced by Semilar Mill obtained from the data of 12 months before the audit activities and have been described in this Re-Certification report. The estimation of CPO and PK is 102,899 ton CPO and 23,520 Ton PK.							
	<b>Status: Comply</b>							
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).							
	<ul style="list-style-type: none"> <li>RSPO IT Platform member registration number: RSPO_01000001156</li> <li>Certified CPO sold to each buyer period of 22 July 2017 to 21 April 2018</li> </ul>							
	<table> <tr> <th>Date</th><th>Buyer</th><th>Volume (Ton)</th></tr> <tr> <td>22 - 31 Jul 17</td><td>-</td><td>-</td></tr> </table>	Date	Buyer	Volume (Ton)	22 - 31 Jul 17	-	-	
Date	Buyer	Volume (Ton)						
22 - 31 Jul 17	-	-						

Aug 17	PT SMART Tbk – Surabaya Refinery, PT Sumber Indah Perkasa	8,500.37
Sept 17	PT SMART Tbk – Surabaya Refinery	5,005.85
Oct 17	PT SMART Tbk – Surabaya Refinery	5,001.39
Nov 17	PT SMART Tbk – Surabaya Refinery	5,100.09
Dec 17	PT SMART Tbk – Surabaya Refinery	5,803.53
Jan 18	PT SMART Tbk – Surabaya Refinery	3,201.85
Feb 18	PT SMART Tbk – Surabaya Refinery	7,408.53
Mar 18		5,000.02
1-21 Apr 18	-	-
<b>Total</b>		<b>45,021.63</b>

• **Certified Palm Kernel sold to each buyer period of 22 July 2017 to 21 April 2018**

Date	Buyer	Volume (Ton)
22 - 31 Jul 17	-	-
Aug 17	PT Binasawit Abadi Pratama – Perdana KCP, PT Sumber Indah Perkasa	1,913.09
Sept 17	PT Binasawit Abadi Pratama – Perdana KCP	2,006.65
Oct 17	PT Binasawit Abadi Pratama – Perdana KCP	2,517.31
Nov 17	-	-
Dec 17	PT Binasawit Abadi Pratama – Perdana KCP	947.72
Jan 18	PT Binasawit Abadi Pratama – Perdana KCP	1,499.65
Feb 18	PT Binasawit Abadi Pratama – Perdana KCP	2,012.66
Mar 18	-	-
1-21 Apr 18	PT Binasawit Abadi Pratama – Perdana KCP	2,538.13
<b>Total</b>		<b>13,435.21</b>

**Status: Comply**

**D.3 Documented procedures**

**D.3.1**

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

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

Semilar Mill has SOP for the implementation of supply chain in the identification procedure and Traceability. SOP describes the procedure to guarantee the products produced by the mill can be traced to its source and certainly comes from certified sources. The procedure also explains the related officers and the responsibility in the implementation of the requirements. The results of interviews with head of administration showed that workers have already known the duties and responsibilities of each in the implementation of SCCS.

**Status: Comply**

**D.3.2**

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

Semilar Mill has had SOP for the implementation of supply chain in the identification procedure and Traceability. SOP describes the procedure to guarantee the products produced by the mill can be traced to its source and certainly comes from certified sources. To find the source of FFB comes from the estate that has been certified with RSPO and then it's labeled on the Delivery Note and the unique code of each supply base.

During the verification in Mill, weighbridge operator has checked FFB document to ensuring FFB delivered from certified supply bases. All FFBs received from certified estate, which is all weighbridge slip marked "certified product". Certified product or "certified supply base" code has been online authorized in SAP "System Analysis and Programmed".

There are sample of FFB Consignment from each estate dated 21 April 2018, such as:

- Serial Number of FFB Consignment 159259 (SMLE, Division 02); WB Ticket No. A174 SMLM E 28297 (5,570 Kg/263 FFB).

- Serial Number of FFB Consignment 204822 (PURE, Division 02); WB Ticket No. A174 SMLM E 28292 (12,310 Kg/560 FFB).
- Serial Number of FFB Consignment 136239 (SRDE, Division 04); WB Ticket No. A174 SMLM E 28289 (6,220 Kg/ loose fruit).
- Serial Number of FFB Consignment 008046 (MNAE, Division 01); WB Ticket No. A174 SMLM E 28290 (6,360 Kg/loose fruit).

**Status: Comply**
**D.4 Purchasing and goods in**
**D.4.1**
**The site shall verify and document the volumes of certified and non-certified FFBs received.**

- **Certified and non-certified FFB received period of 22 July 2017 to 21 April 2018**

Month	FFB (Ton)		
	RSPO Certified	Non Certified	Total
22 – 31 July 17	13,764.65	-	13,764.65
August 17	41,073.49	-	41,073.49
September 17	33,144.50	-	33,144.50
Oct 17	22,582.08	-	22,582.08
November 17	21,812.14	-	21,812.14
December 17	21,061.60	-	21,061.60
Jan 18	27,536.78	-	27,536.78
Feb 18	30,188.16	-	30,188.16
Mar 18	39,733.83	-	39,733.83
1-21 Apr 18	26,662.38	-	26,662.38
<b>Total</b>	<b>280,559.61</b>	<b>-</b>	<b>280,559.61</b>

**Status: Comply**
**D.4.2**
**The site shall inform the CB immediately if there is a projected overproduction of certified tonnage.**

Semilar Mill has had SOP for the implementation of supply chain in the identification procedure and Traceability. This procedure states that in case the projection is exceeding the claim of certified product, then company should perform: informs related RSPO certification body and RSPO IT System/ e-trace.

Based on the attachment of RSPO ASA-4 certificate, it's known that the projected production of CSPO was 104,256 Ton and CSPK was 23,936 Ton. Meanwhile CSPO and CSPK production from 22 July 2017 to 21 April 2018 was 67,319.34 Ton CSPO and 15,794.56 Ton CSPK.

**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.**

Semilar Mill has record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified product (CPO and PK) on a three-monthly basis as describe on table below

Period	CPO Production (Ton)			Dispatch CPO (Ton)			
	Cert	Non	Total	RSPO	ISCC	Non	Total
July 17*	2,937.084		2,937.084	-	-	-	-
Aug 17	10,024.645	-	10,024.645	8,500.37	3,387.68	-	11,888.05
Sept 17	8,079.106	-	8,079.106	5,005.85	3,361.29	-	8,367.14
Oct 17	5,437.143	-	5,437.143	5,001.39	1,433.77	-	6,435.16
<b>Total</b>	<b>26,477.978</b>	<b>-</b>	<b>26,477.978</b>	<b>18,507.61</b>	<b>8,182.74</b>	<b>-</b>	<b>26,690.35</b>

Nov 17	5,266.206	-	5,266.206	5,100.09	1,045.77	-	6,145.86
Dec 17	5,019.688	-	5,019.688	5,803.53	338.53	-	6,142.06
Jan 18	6,678.391	-	6,678.391	3,201.85	-	-	3,201.85
<b>Total</b>	<b>16,964.285</b>	-	<b>16,964.285</b>	<b>14,105.47</b>	<b>1,384.30</b>	-	<b>15,489.77</b>
Feb 18	7,730.318	-	7,730.318	7,408.53	-	-	7,408.53
Mar 18	9,356.442	-	9,356.442	5,000.02	5,269.41	-	10,269.43
1-21 Apr 18	6,705.568	-	6,705.568	-	2,988.68	-	2,988.68
<b>Total</b>	<b>23,432.328</b>	-	<b>23,432.328</b>	<b>12,408.55</b>	<b>8,258.09</b>	-	<b>20,666.64</b>

July 2017 Closing Stock.

Period	PK Production (Ton)			Dispatch PK (Ton)			
	Cert	Non	Total	RSPO	ISCC	Non	Total
July 17*	1,356.069	-	1,356.069	-	-	-	-
Aug 17	2,368.490	-	2,368.490	1,913.09	-	-	-
Sept 17	1,916.12	-	1,916.12	2,006.65	-	-	-
Oct 17	1,313.507	-	1,313.507	2,517.31	-	-	-
<b>Total</b>	<b>6,954.186</b>	-	<b>6,954.186</b>	<b>6,347.05</b>	-	-	<b>6,347.05</b>
Nov 17	1,180.277	-	1,180.277	-	-	1,314.68	1,314.68
Dec 17	1,097.162	-	1,097.162	947.72	-	422.16	1,369.88
Jan 18	1,494.757	-	1,494.757	1,499.65	-	60.54	1,560.19
<b>Total</b>	<b>3,772.196</b>	-	<b>3,772.196</b>	<b>2,447.37</b>	-	<b>1,797.38</b>	<b>4,244.75</b>
Feb 18	1,753.363	-	1,753.363	2,012.66	-	-	2,012.66
Mar 18	2,184.878	-	2,184.878	-	-	-	-
1-21 Apr 18	1,674.982	-	1,674.982	2,538.13	-	-	2,538.13
<b>Total</b>	<b>5,613.223</b>	-	<b>5,613.223</b>	<b>4,550.79</b>	-	-	<b>4,550.79</b>

July 2017 Closing Stock.

Based on the data, the delivery of certified product (CPO and PK) only from positive stock.

	<b>Status: Comply</b>
<b>D.6</b>	<b>Processing</b>
<b>D.6.1</b>	<b>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</b>
	Semilar Mill only processes FFB from RSPO certified estate, so the entire product is CSPO and CSPK.
	<b>Status: Comply</b>
<b>D.6.2</b>	<b>The objective is for 100 % segregated material to be reached</b>
	Semilar Mill only processes FFB from RSPO certified estate.



	<b>Status: Comply</b>
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**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>RC</b>	PT Tapian Nadenggan has achieved approval/permit of the certificate usage with certificate number MUTU-RSPO/059.	√
	<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>RC</b>	PT Tapian Nadenggan has achieved approval/permit of the certificate usage with certificate number MUTU-RSPO/059.	√
	<b>Status: Comply</b>	
<b>3.</b>	<b>Implementation of Certificate and Logo is not used on product</b>	<b>X or√</b>
<b>RC</b>	PT Tapian Nadenggan has achieved approval/permit of the certificate usage with certificate number MUTU-RSPO/059.	√
	<b>Status: Comply</b>	
<b>4.</b>	<b>Controlling of Certificate and Logo, including withdrawing inappropriate logo.</b>	<b>X or√</b>
<b>RC</b>	PT Tapian Nadenggan has achieved approval/permit of the certificate usage with certificate number MUTU-RSPO/059.	√
	<b>Status: Comply</b>	

### 3.4. Summary of RSPO Partial Certification.

Compliance of the uncertified management units of Golden Agri Resources, Ltd 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

Golden Agri Resources, Ltd Time Bound Plan (TBP) is explained in table 1.10. Golden Agri Resources run eighteen (45) mills and one hundred seventy six (176) estates in Indonesia and has been RSPO certified for twenty nine (29) mills and supply base in Indonesia. Golden Agri Resources, Ltd has informed the TBP progress, MUTU has considered that Golden Agri Resources, Ltd is comply with the RSPO requirement for TBP. The Time Bound Plan was revised and declared by Golden Agri Resources, Ltd on January 31, 2016 approved by President Director and MO Sustainability Strategic & Stakeholders Engagement.

MUTU has verified partial certification for un-certified unit's subsidiary of Golden Agri Resources, Ltd based on their Time Bound Plan. There are sixteen (16) uncertified management unit of GAR. MUTU Auditor verified positive assurance against the company internal audit and supporting evidence as well as any information from others sources.

MUTU Auditor has verified company partial certification and concludes that:

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

2.1 Un-Certified Units or Holdings		
Section	Requirement	Concerns to Discuss, if any
2.2.1	Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	<p><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:</p> <ul style="list-style-type: none"> <li>- PT Sinar Kencana Inti Perkasa (Sungai Kupang Mill and supply base), 24 – 28 October 2016</li> <li>- PT Sinar Kencana Inti Perkasa (Kasuari Mill and supply base), 24 – 28 October 2016</li> <li>- PT Agrolestari Mandiri (Pekawai Mill and supply base), 21 – 25 November 2016</li> <li>- PT Binasawit Abadi Pratama (Perdana Mill and supply base), 19 – 23 Desember 2016</li> <li>- PT Agrokarya Prima Lestari (Kuayan Mill and supply base), monitoring via SPO Scorecard online.</li> <li>- PT Mitra Karya Agroindo (Tangar Mill and supply base), monitoring via SPO Scorecard online.</li> <li>- PT Paramitra Internusa Pratama (Belian Mill and supply base), 28 March – 01 April 2016</li> <li>- PT Sawit Mas Sejahtera (Sungai Kikim and supply base), monitoring via SPO Scorecard online.</li> </ul>

		<ul style="list-style-type: none"> <li>- PT Sinar Kencana Inti Perkasa (Sungai Magalau Mill and supply base) 28 March – 01 April 2016</li> <li>- PT Agro Lestari Sentosa (Jalemo Mill and supply base), monitoring via SPO Scorecard online</li> <li>- PT Adi Tunggal Mahajaya (Sako Mill) (under construction)</li> <li>- PT Kresna Duta Agroindo (Pelakar Mill and supply base) 24 – 29 October 2016</li> <li>- PT SMART (Bukit Kapur Mill and supply base) 15 – 19 Februari 2016</li> <li>- PT Kresna Duta Agroindo (Rantau Panjang Mill and supply base) 19 – 23 Desember 2016</li> <li>- PT Kresna Duta Agroindo (Gunung Kombeng Mill and supply base 06 – 10 Februari 2017</li> <li>- PT Sawitakarya Manunggal (Sawita Mill and supply base)</li> </ul>
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> GAR and its subsidiaries have been reporting disclosure and zero liability to RSPO by email dated August 29, 2014 and the company has been sent data evidence of LUCA to RSPO by email dated April 11, 2016. Progress result of review LUCA at follow-up via email RSPO dated October 24, 2016 to answer RSPO is still in the review process.</p> <p><b>Auditor Verification:</b> RaCP Process for:</p> <ul style="list-style-type: none"> <li>- PT Agrolestari Mandiri (Pekawai Mill and supply base)</li> <li>- PT Sinar Kencana Inti Perkasa (Sungai Kupang Mill and supply base)</li> <li>- PT Sinar Kencana Inti Perkasa (Sungai Magalau Mill and supply base)</li> <li>- PT Agro Lestari Sentosa (Jalemo Mill and supply base)</li> <li>- PT Kresna Duta Agroindo (Pelakar Mill and supply base)</li> <li>- PT SMART (Bukit Kapur Mill and supply base)</li> <li>- PT Kresna Duta Agroindo (Rantau Panjang Mill and supply base)</li> </ul>
ii.	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> There is no new planting.</p> <p><b>Auditor Verification:</b> Based on auditor verification there are some new planting conducted by company, but NPP has been applied these.</p> <ul style="list-style-type: none"> <li>- PT Binawit Abadi Pratama (Perdana Mill and supply base)</li> <li>- PT Agrokarya Prima Lestari (Kuayan Mill and supply base)</li> </ul>

		<ul style="list-style-type: none"> <li>- PT Mitra Karya Agroindo (Tangar Mill and supply base)</li> <li>- PT Paramitra Internusa Pratama (Belian Mill and supply base)</li> <li>- PT Agrolestari Mandiri (Pekawai Mill and supply base)</li> <li>- PT Kresna Duta Agroindo (Rantau Panjang Mill and supply base) any new planting since January 1<sup>st</sup> 2010 and NPP has been applied these.</li> </ul>
iii.	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> There are no land conflicts. The Company has a land conflict resolution mechanism in accordance with the RSPO criteria 6.4; 7.5; and 7.6. This procedure is outlined in the SOP Social Conflict Management (SOP/SMART/SENS-CSR/SADV/I/02). This procedure regulates social conflict settlement agreed. Conflict resolution can be done in a participatory manner and can also be done by a third party (mediator). The company also has procedures to deal with complaints before they become conflicts. The procedure is SOP/SMART/SIGS-CSR/SADV/I/003. The company handling complaints appropriately and quickly. GAR has been initiated to become a member of RSPO DSF as a category "out growers".</p> <p><b>Auditor Verification:</b> Auditor has verified the supporting evidence of above the company statement. There are no land conflicts for</p> <ul style="list-style-type: none"> <li>- PT Sinar Kencana Inti Perkasa (Sungai Kupang Mill and supply base)</li> <li>- PT Mitra Karya Agroindo (Tangar Mill and supply base)</li> <li>- PT Kresna Duta Agroindo (Pelakar Mill and supply base)</li> <li>- PT SMART (Bukit Kapur Mill and supply base)</li> </ul> <p>There are any land conflicts but was in the process of completion for</p> <ul style="list-style-type: none"> <li>- PT Agrolestari Mandiri (Pekawai Mill and supply base)</li> <li>- PT Sinar Kencana Inti Perkasa (Sungai Magalau Mill and supply base)</li> <li>- PT Sawit Mas Sejahtera (Sungai Kikim and supply base)</li> <li>- PT Agro Lestari Sentosa (Jalemo Mill and supply base)</li> <li>- PT Kresna Duta Agroindo (Rantau Panjang Mill and supply base)</li> <li>- PT Kresna Duta Agroindo (Gunung Kombeng Mill and supply base)</li> </ul>
iv.	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> There is no issue of labour disputes in uncertified unit. The company also has procedures to deal with</p>

		<p>complaints workers before they become conflicts. The procedure is SOP/SMART/SIGS-CSR/SADV/I/003.</p> <p>Procedures related employee issues is arranged in the form of internal grooves for employees included in the category of internal stakeholders. Media that is used to deliver complaint is a formal letter submitted by unions or incorporated into a suggestion box which is provided in a convenient location.</p> <p><b>Auditor Verification:</b> There is no information from public source and RSPO website on any labour conflict for uncertified unit of the group subsidiaries.</p>
v.	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> Companies comply with the regulations in accordance with the requirements of the RSPO 2.1 and 2.2 where there is no violation of the rules that are relevant to the plantation. The company has a mechanism to evaluate compliance with regulations, namely SOP/SMART/UMUM/SADV/I/002. In SOP describes procedures for compliance, completeness and groove sections which explain in detail to evaluate compliance with the legislation.</p> <p><b>Auditor Verification:</b> Land legal process is still going on and there is a detail update progress documented by the company for each year.</p> <ul style="list-style-type: none"> <li>- PT Paramitra Internusa Pratama (Belian Mill and supply base), still in the process of Committee B and the company has got plantation business permit (IUP)</li> <li>- PT Sinar Kencana Inti Perkasa (Kasuari Mill and supply base), there is a legal non-compliance.</li> <li>- PT Agro Lestari Sentosa (Jalemo Mill and supply base) and PT Adi Tunggal Mahajaya (Sako Mill) doesn't have Land Use Title (HGU).</li> <li>- PT Kresna Duta Agroindo (Pelakar Mill and supply base), there is a difference the concession area between Land Use Title (HGU) and Plantation Business Permit (IUP) and Permits Location.</li> <li>- PT SMART (Bukit Kapur Mill and supply base, doesn't have land use title (HGU), the HGU is still on process.</li> <li>- PT Sawitakarya Manunggal there is an area is still in process for HGU (Committee B meeting).</li> <li>- PT Djuanda Sawit Lestari is an area is still in process for HGU Muara Kandis Estate (574.58 Ha)</li> <li>- PT Ivomas Tunggal there is an area is still in process for HGU Samsam Estate (29.09 Ha), Kandista Estate (158.46 Ha), Nenggala Estate</li> </ul>



		<p>(419.9 Ha), Sei Rokan Estate (102.7 Ha), Ujung Tanjung Estate (557.3 Ha)</p> <ul style="list-style-type: none"> <li>- PT Buana Wiralestari Mas there is an area is still in process for HGU Naga Mas Estate (253.39 Ha), Naga Sakti Estate (59.79 Ha), Kijang Mas Estate (56.07 Ha)</li> <li>- PT Ramajaya Pramukti there is an area is still in process for HGU Rama Rama Estate (318.76 Ha)</li> </ul>
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**3.5 Identification of Findings, Corrective Action, Observations, Opportunity for Improvement and Noteworthy Positive Components.**
**3.5.1 Identification of Findings, Corrective Actions and Observations at ASA-4**

<b>NCRNo.</b>	<b>:</b>	<b>2017.01</b>	<b>Issued by</b>	<b>:</b>	<b>Ardiansyah</b>
<b>Date Issued</b>	<b>:</b>	<b>19 May 2017</b>	<b>Time Limit</b>	<b>:</b>	<b>18 July 2017</b>
<b>NC Grade</b>	<b>:</b>	<b>Major</b>	<b>Date of Closing</b>	<b>:</b>	<b>15 August 2017</b>
<b>Standard Ref. &amp; Requirement</b>	<b>:</b>	<b>7.3.1</b> There shall be evidence that no new plantings have replaced primary forest, or any area required to maintain or enhance one or more High Conservation Values (HCVs), since November 2005. New plantings shall be planned and managed to best ensure the HCVs identified are maintained and/or enhanced (see Criterion 5.2).			
<b>Non-Conformance Description &amp; Evidence observed :</b> Certification unit can not show approvals regarding the LUCA and / or compensation plan from RSPO Compensation Panel for land clearing after 1 November 2005 without preceded by the identification of HCV.					
<b>Root Cause Analysis:</b> Approval of LUCA review and compensation plan carried out by the RSPO takes a long time (almost 1 year).					
<b>Corrective Action:</b> Communication with RSPO Compensation Panel to expedite the process of endorsement of LUCA, Remediation and Compensation Concept Note, and Remediation and Compensation Plan of the PT TN and PT BAS.					
<b>Preventive Action:</b> Routine communication with RSPO Compensation Panel to expedite the process of endorsement of LUCA, Remediation and Compensation Concept Note, and Remediation and Compensation Plan of the PT TN and PT BAS.					
<b>Assessor Evaluation and Conclusion:</b> <b>14 June 2017</b> Certification unit has shown the communication by email to RSPO on 26 May 2017 regarding to LUCA of PT TN and PT BAS, but there is no statement from RSPO regarding LUCA status. Based on that, <b>Nonconformity No. 2017.01 is open.</b>  <b>15 August 2017</b> Based on email from RSPO on 15 August 2017 stated that "The BHCVWG has agreed to give a year grace period for existing certified units with unresolved compensation cases, with the condition that the RaCP will be completed by the next surveillance audit."  <b>Based on the explanation Nonconformity No. 2017.01 is closed.</b>					
<b>Verified by</b>	<b>:</b>	<b>Ardiansyah</b>			

**3.5.2 Identification of Findings, Corrective Actions and Observations at Re-Certification Assessment**

<b>NCR No.</b>	<b>: 2018.01</b>	<b>Issued by</b>	<b>: Steve Mualim</b>
<b>Date Issued</b>	<b>: 26 April 2018</b>	<b>Time Limit</b>	<b>: ASA1.1</b>
<b>NC Grade</b>	<b>: Minor</b>	<b>Date of Closing</b>	<b>: 11 June 2018</b>
<b>Standard Ref. &amp; Requirement</b>	<b>: 5.1.3</b> <b>Environment monitoring plan document, its implementation report, and the corrective plan (if non-conformance arised from the monitoring result) shall be available. This plan is reviewed on twoyearly basis.</b>		
<b>Non-Conformance Description &amp; Evidence observed (filled by auditor):</b> Review for environmental monitoring/management plans have been developed and listed on RKL/RPL management review document conducted on March 10, 2017 and these management review indicates that all monitoring paramaters are still relevant with existing mill and estates activites. Meanwhile during these RE-cert, auditor teams found some non compliance i.e result of RKL/RPL review still not described compliance between RKL/RPL matrix and realization done by companies, monitoring plan, and corrections follow up for examples related to : <ul style="list-style-type: none"><li>• Tajahan river, Ruko river, and Rindu river water quality testing are done every semester (based on RKL/RPL matrix should be done 3 times a year)</li><li>• Water biota on Tajahan river, Ruko river, and Rindu river are done every semester (based on RKL/RPL matrix should be done 3 times a year)</li><li>• River flowrate on Tajahan river, Ruko river, are done every semester (based on RKL/RPL matrix should be done 3 times a year).</li></ul>			
<b>Root Cause Analysis (filled by organization audited):</b> <ol style="list-style-type: none"><li>1. Environment staff has no develop water quality, water biota testing, and river flowrate measurement program in accordance to provisions in Environment Monitoring and Management Plan.</li><li>2. Environment staff has reviewed the Environment Monitoring and Management report, however the contents are not appropriate and have no yet described the actual condition.</li></ol>			
<b>Correction (filled by organization audited):</b> <ol style="list-style-type: none"><li>1. Environment staff conducted water quality test, water biota test and river flowrate measurement in accordance to Environment Monitoring and Management Plan.</li><li>2. Revision of Environment monitoring and management plan review dated 28 April 2018.</li></ol>			
<b>Corrective Action (filled by organization audited):</b> <ol style="list-style-type: none"><li>1. Environment staff make a program of environment monitoring and management plan in accordance to matrix.</li><li>2. All review of environment management and monitoring report will added comprehensive data.</li></ol>			
<b>Assessor Evaluation and Conclusion (filled by auditor):</b> <b>Verification on 31 May 2018</b> Certificate Holders was shown several evidences, such as: <ol style="list-style-type: none"><li>1. Water quality test report on Upstream Rungau River dated 17 April 2018, result of test: BOD: 2.41; COD: 14.5; Total Coliform: 80. All parameter is comply with quality standard Government Regulation No. 82 year of 2001, Class II.</li><li>2. Water biota test report (Plankton) on Upstream Rungau River dated 17 April 2018, result of test: <i>Diatoma vulgaris</i> number of individuals: 100 and Relative abundance 33.33%.</li><li>3. Water biota test report (Benthos) on Upstream Rungau River dated 17 April 2018, result of test: <i>Telina Sps</i></li></ol>			

- number of individuals: 57.14 and Relative abundance 40.00%.
4. Water quality test report on Downstream Rungau River dated 17 April 2018, result of test: BOD:2.82; COD: 16.7; Total Coliform: 200. All parameter is comply with quality standard Government Regulation No. 82 year of 2001, Class II.
  5. Water biota test report (Plankton) on Downstream Rungau River dated 17 April 2018, result of test: *Diatoma vulgaris* number of individuals: 700 and Relative abundance 33.33%.
  6. Water biota test report (Benthos) on Upstream Rungau River dated 17 April 2018, result of test: *Telina Sp* number of individuals: 114.29 and Relative abundance 66.67%.
  7. Water quality test report on Downstream Ruko River dated 17 April 2018, result of test: BOD:2.82; COD: 15.5; Total Coliform:170. All parameter is comply with quality standard Government Regulation No. 82 year of 2001, Class II.
  8. Water biota test report (Plankton) on Downstream Ruko River dated 17 April 2018, result of test: *Oscillatoria Sp* number of individuals: 100 and Relative abundance 33.33%.
  9. Water biota test report (Benthos) on Downstream Ruko River dated 17 April 2018, result of test: *Lumbricus sp* number of individuals: 28.57 and Relative abundance 14.29%.
  10. Water quality test report on Upstream Ruko River dated 17 April 2018, result of test: BOD:1.63; COD: 14.1; Total Coliform:80. All parameter is comply with quality standard Government Regulation No. 82 year of 2001, Class II.
  11. Water biota test report (Plankton) on Upstream Ruko River dated 17 April 2018, result of test: *Diatoma vulgaris* number of individuals: 300 and Relative abundance 37.50%.
  12. Water biota test report (Benthos) on Upstream Ruko River dated 17 April 2018, result of test: *Tellina sp* number of individuals: 142.86 and Relative abundance 41.67%.
  13. Water quality test report on Downstream Tajahan River dated 17 April 2018, result of test: BOD:2.41; COD: 13.5; Total Coliform:170. All parameter is comply with quality standard Government Regulation No. 82 year of 2001, Class II.
  14. Water biota test report (Plankton) on Downstream Tajahan River dated 17 April 2018, result of test: *Ditylum bightwellii* number of individuals: 100 and Relative abundance 20.00%.
  15. Water biota test report (Benthos) on Downstream Tajahan River dated 17 April 2018, result of test: *Lumbricus sp* number of individuals: 28.57 and Relative abundance 20.00%.
  16. Water quality test report on Upstream Tajahan River dated 17 April 2018, result of test: BOD:1.22; COD: 14.8; Total Coliform:80. All parameter is comply with quality standard Government Regulation No. 82 year of 2001, Class II.
  17. Water biota test report (Plankton) on Upstream Tajahan River dated 17 April 2018, result of test: *Pinnularia sp* number of individuals: 100 and Relative abundance 1.64%.
  18. Water biota test report (Benthos) on Upstream Tajahan River dated 17 April 2018, result of test: *Lumbricus sp* number of individuals: 57.14 and Relative abundance 28.57%.

**Verification on 11 June 2018**

The CH was shown river flowrate measurement on Ruko River and Tajahan River First Period of 2018, such as:

1. Upstream Ruko River (Q): 0.267 m<sup>3</sup>/s.
2. Downstream Ruko River (Q): 0.090 m<sup>3</sup>/s.
3. Upstream Tajahan River (Q): 0.080 m<sup>3</sup>/s.
4. Downstream Tajahan River (Q): 0.130 m<sup>3</sup>/s.

**Auditor Conclusion:**

Based on above explanation, this nonconformance has been closed.

<b>Verified by</b>	<b>: Steve Mualim</b>
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<b>NCR No.</b>	<b>:</b>	<b>2018.02</b>	<b>Issued by</b>	<b>:</b>	<b>Steve Mualim</b>
<b>Date Issued</b>	<b>:</b>	<b>26 April 2018</b>	<b>Time Limit</b>	<b>:</b>	<b>ASA-1.1</b>
<b>NC Grade</b>	<b>:</b>	<b>Major</b>	<b>Date of Closing</b>	<b>:</b>	
<b>Standard Ref. &amp; Requirement</b>	<b>:</b>	<b>7.3.1</b> <b>There shall be evidence that no new plantings have replaced primary forest, or any area required to maintain or enhance one or more High Conservation Values (HCVs)</b>			
<b>Non-Conformance Description &amp; Evidence observed</b> <i>(filled by auditor):</i> The management unit has not been able to show approval for RaCP compensation plan from the RSPO for land cleared after November 2005 without prior HCV identification.					
<b>Root Cause Analysis</b> <i>(filled by organization audited):</i> The company has followed remediation and compensation procedure, LUCA submission was conducted dated 14 August 2017. However until this assessment is still on review progress. The company can't submit concept note and RaCP.					
<b>Correction</b> <i>(filled by organization audited):</i> The company has communicate with RSPO Secretariat (Mrs. Khing Suli) dated 27 April 2018, the answers is certificate of RSPO PT BAS and PT TN can be continue with notes.					
<b>Corrective Action</b> <i>(filled by organization audited):</i> The company will following RaCP Procedure until concept note and Forest Conservation Liabilities was approved by RSPO Compensation Panel BHCVWG.					
<b>Assessor Evaluation and Conclusion</b> <i>(filled by auditor):</i> <b>Verification on 28 May 2018</b> - Mail, 27 April 2018  CH has communication with RSPO secretariat since 20 April 2018 PT Mutuagung Lestari recive email on 17 May 2018 from RSPO (Mrs. Khing Suli), she was said: "The BHCVWG (in the 35 <sup>th</sup> meeting in August 2017) has decided to grant a 1 –year grace period to all certified units with open RaCP cases to close the non-compliance. Certified units can continue to be certified for another year with the condition that the RaCP has to be completed (i.e. compensation plan endorsed) by next surveillance".  <b>Auditor Conclusion:</b> Based on above explanation from RSPO, this nonconformance should be					
<b>Verified by</b>	<b>:</b>	<b>Trismadi N</b>			

### 3.5.3 Opportunity for Improvement



No	Ref. Std.	Description
1	-	-

### 3.5.4 Noteworthy Positive Components

No	Descriptions
1.	Company's commitment to implement sustainable palm oil management principles.
2.	Personal Competence (Staff) in their respective fields.
3.	PIC is communicative so the audit can run smoothly
4.	Used of Bed Grading in TBS sorting.
5.	Used Biogas Plant to reduce greenhouse gas emissions.
6.	Received an ISCC certificate.



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

Public Issues (Institution/ NGO/Community)	Auditor Responses
<b>Plantation Agency, Seruyan Regency, Central Kalimantan</b> <b>April 17, 2018</b> <ul style="list-style-type: none"> <li>CH has a plantation grade rating and gets class II, rated last in 2016.</li> <li>CH has Plantation Business Permit and Land Use Title.</li> <li>CH regularly reported CSR Program .</li> <li>Routine <i>LKUP</i> reports are reported.</li> <li>Routine fire reports are reported every semester.</li> <li>The firefighting equipment of the company is sufficient and last year there is no issue regarding land fires occurring in PT Tapan Nadenggan area.</li> </ul>	It has been verified in accordance Criterion 1.1, 2.2, 2.3, 4.1, 5.2, 5.5, 6.2, 6.3, 6.8, 6.10 and 6.11.
<b>National Land Agency Seruyan Regency, Central Kalimantan</b> <b>April 17, 2018</b> <ul style="list-style-type: none"> <li>CH already has Land Use Title.</li> <li>There is no land dispute issue</li> <li>CH has sent a report on the utilization of Land Use Title.</li> </ul>	This is in accordance with the requirements of Legality
<b>Manpower and Transmigration Office of Seruyan Regency, Central Kalimantan Province.</b> <b>April 17, 2018</b> <ul style="list-style-type: none"> <li>The wages of all workers have been paid in accordance with the provisions of the government</li> <li>CH has provided housing facilities, facilities of worship, clean water, education, and electricity for workers.</li> </ul>	It has been verified in accordance Criterion 1.1; 2.1; 4.6; 4.7; 4.8 6.5; 6.9; 6.12

Public Issues (Institution/ NGO/Community)	Auditor Responses
<ul style="list-style-type: none"> <li>No issue of child labor and discrimination.</li> <li>Government already know what information data can be requested to the company. Information can be accessed by verbal means or by mail or email.</li> <li>CH already has Collective Work Agreement (PKB).</li> <li>CH has a Labor Union.</li> <li>Companies often conduct manpower training programs involving the employment agency as resource persons.</li> </ul>	
<b>Environmental Body, Seruyan Regency</b> <b>April 17, 2018</b> <ul style="list-style-type: none"> <li>The company already has legality related to environmental issues such as environmental documents (EIA), land application permits, and hazardous waste warehouse</li> <li>The Company has conducted report of Environmental Management Plan – Environmental Monitoring Plan every semester, reports of liquid waste and hazardous waste management periodically.</li> <li>In general, company has complied with applicable regulations.</li> <li>There are no negative issues concerning environmental pollution in the area of companies that enter the environmental service.</li> </ul>	<p>Auditor has been verified the management and monitoring of environmental that has been conducted by the certificate holder, the explanation regarding to environmental aspect showed in criterion 1.1, 2.1, 5.1, 5.3, 5.4</p>
<b>Workers Union of PT TN &amp; PT BAS</b> <b>24 April 2018</b> <ul style="list-style-type: none"> <li>There are no discrimination issues, useage of underage labor or sexual violence.</li> <li>The Company has paid wages and overtime in accordance with applicable regulations.</li> <li>Workplace accidents ever occurred but did not fatal, e.g Harvesters' eyes flicker by dust at the time of harvest</li> <li>All employees have been participated in SSA program of employment and health.</li> <li>SSA: Social Security Administrator (BPJS)</li> <li>The Company has provided free PPE for employees and has conducted periodic health checks for high risk workers.</li> <li></li> </ul>	<p>The certificate holder has showed cooperation with worker union. There is no significant industrial issue for 2017 to 2018. 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>
<b>Gender Committee of PT TN and PT BAS</b> <b>24 April 2018</b> <ul style="list-style-type: none"> <li>The gender committee has established since 2011.</li> <li>Company policy regarding gender has presented in PKB (works agreement).</li> <li>The company has support gender committee through providing special room for meeting room and other activities purposes (<i>Posyandu</i>, socialization, etc.).</li> </ul>	<p>Basically there are no gender-related negative issues. The company is considered to support and facilitate the existence of Gender Committee (Woman). This is considered to be in line with Criterion 5.3</p>

Public Issues (Institution/ NGO/Community)	Auditor Responses
<ul style="list-style-type: none"> <li>All women in PT BAS and PT TN (employee and non-employee) is part of gender committee's concern.</li> <li>In general, annual program was consists of: <ul style="list-style-type: none"> <li>Socialization related to woman protection, women rights, sexual harassment and violence, impact of free sex and social behavior, reproducing right policy, reporting procedure, preventive action, H1 and H2 leave, etc. Socialization has delivered regularly during "Yasinan" (Quran recitation) every three months and/or during "Posyandu" every month (on the 3<sup>rd</sup> week).</li> <li>Committee Monthly meeting.</li> <li>Monthly medical checkup and pregnancy test in <i>Posyandu</i> (health clinic), in cooperation with <i>Puskesmas</i> (local government clinic) of Asam Baru.</li> <li><i>Arisan</i> (social gathering).</li> </ul> </li> <li>It was reported that there is no sexual harassment and violence case in both PT TN and PT BAS.</li> </ul>	
<p><b>Local Contractor (FFB Transporter)</b> <b>24 April 2018</b></p> <ul style="list-style-type: none"> <li>The contract of employment and renewal is executed every 2 months. Agreements are made fairly and transparently, then agreed and signed by Estate Manager, Regional Controller and Contractor (sealed).</li> <li>PPE for contractor employees is the responsibility of the contractor.</li> <li>Never delay payment, payment made before the 10th of each month.</li> <li>Count of payments by mileage multiplied by Load Tonnage</li> <li>Until now there has been no accident during work.</li> <li>The company is considered to be quite open in terms of discussion of the increase or adjustment of the contract price of work, for example related to the increase in diesel prices. It is well responded and new adjustment rates are made.</li> <li>The work time is made based on the bulk system, ie until all the FFB harvested is all transported to the Factory.</li> </ul>	<p>The company is considered to have carried out local business development efforts through the form of regular garden work cooperation, such as the transportation of FFB. The company is also considered transparent and open in terms of negotiating the adjustment of the contract price of the work. This is considered to be in line with Criterion 6.3.</p>
<p><b>Contractor (FFB Transporter, SATERINDO)</b> <b>24 April 2018</b></p> <ul style="list-style-type: none"> <li>Contracts are made once every 6 months</li> <li>All employees have been included BPJS Health or Employment.</li> </ul>	<p>Related Work safety has been described in Indicator 5.1.3 in which each worker is required to wear PPE</p>

Public Issues (Institution/ NGO/Community)	Auditor Responses
<ul style="list-style-type: none"> <li>• Payments with the Company are made once a month after a monthly recap</li> <li>• Standard salary refers to District Minimum Wage.</li> <li>• There has been no workforce during the past year</li> <li>• PPE is the responsibility of the contractor, when damaged PPE is replaced by showing PPE = damaged and replaced by a new one.</li> </ul>	
<p><b>Biru Maju Village (Head of village)</b></p> <ul style="list-style-type: none"> <li>• The company is now more transparent than ever.</li> <li>• Corporate contributions to the village or CSR that have been provided are health, religion, education and infrastructure.</li> <li>• Communication between the company and the village is good. The party that usually communicates is the unit head.</li> <li>• No issue of pollution and land fire conducted by the company.</li> <li>• Currently there are no land disputes between villagers and companies, but land disputes have occurred on 2011. The dispute resolution process has been conducted with the involvement of the government and RSPO.</li> <li>• The company always follow the village development meeting held by the community.</li> <li>• The impact due to the plantation company is flooded causing damage to the bridge. The community and several companies have held a meeting to follow up on this.</li> <li>• The villagers see there is no CD program provided by the company</li> <li>• The villagers hope to be set up the community plantation by coaching from the company. Currently the village has a community plantation area of 5 Ha which is manage independently.</li> <li>• There are contractor local from this village, and also the company has gift horticulture seed to the communities.</li> </ul>	<p>There were no negative issues of community. The management unit has demonstrated evidence of compliance with the RSPO P &amp; C such as Criterion 1.1; 2.2; 5.1; 5.5; 6.1; 6.2; 6.3 and 6.11.</p> <p>The Company has provided several CD program such as sewing machines and contracts for FFB transportation activities.</p>
<p><b>Head of Pantap Village</b></p> <ul style="list-style-type: none"> <li>• Corporate contributions to the village or CSR that have been provided are health, religion, education and infrastructure.</li> <li>• The company has informed about job vacancies to the communities.</li> <li>• The company has socialized the conservation area and wildlife protection.</li> <li>• There are no issues related to environment pollution and fire issues during last year.</li> </ul>	<p>There were no negative issues of community. The management unit has demonstrated evidence of compliance with the RSPO P &amp; C such as Criterion 1.1; 2.2; 5.1; 5.5; 6.1; 6.2; 6.3 and 6.11.</p>

4.0	<b>CERTIFIED ORGANISATION'S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY</b>
4.1	<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-around; align-items: flex-end;"> <div style="text-align: center;"> <p>PT Tapan Nandengan Management Representative</p>  <p><b><u>Ismu Zulfikar</u></b> Monday, 11 June 2018</p> </div> <div style="text-align: center;"> <p>Mutuagung Lestari Lead Auditor</p>  <p><b><u>Trismadi Nurbayuto</u></b> Monday, 11 June 2018</p> </div> </div>



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

No	Institution/NGO/Community	Address	Phone/Email	Form of Communication	Date of Contact	Response	
						Yes	No
1	Plantation Agency	District of Seruyan, Province of Kalimantan Tengah	-	Interview	17 April 2018	√	
2	Environmental Agency	District of Seruyan, Province of Kalimantan Tengah	-	Interview	17 April 2018	√	
4	Manpower and Transmigration Office	District of Seruyan, Province of Kalimantan Tengah	-	Interview	17 April 2018	√	
5	National Land Agency	District of Seruyan, Province of Kalimantan Tengah	-	Interview	17 April 2018	√	
8	Workers Union of PT TN & PT BAS	Province of Kalimantan Tengah.	-	Interview	24 April 2018	√	
9	Gender Committee of PT TN & PT BAS	Province of Kalimantan Tengah.	-	Interview	24 April 2018	√	
10	Local Contractor	Province of Kalimantan Tengah.	-	Interview	24 April 2018	√	
11	Walhi	Jakarta, Indonesia	Walhi.or.id	Email	14 Maret 2018		√
12	WWF	Jakarta, Indonesia	<a href="mailto:wwf-indonesia@wwf.or.id">wwf- indonesia@wwf. or.id</a>	Email	14 Maret 2018		√
13	BOS Borneo Orang utan survival	Kalimantan Timur, Indonesia	Bos_kaltim@ora ngutan.or.id	Email	14 Maret 2018		√
14	Head of Biru Maju Village	District of Seruyan, Province of Kalimantan Tengah	-	Interview	24 April 2018	√	
15	Head of Pantap Village	District of Seruyan, Province of Kalimantan Tengah	-	Interview	24 April 2018	√	

**Appendix 2. Assessment Program**

DATE		23 – 27 April 2018	
PLANNED TIME	ACTUAL DURATION	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
<b>Senin / Monday, 23 April 2018</b>			
07.30 – 08.55	07.30 – 08.55	<b>JAKARTA → SAMPIT</b> <b>SAMPIT → PT TAPIAN NADENGGAN &amp; PT BUANA ARTHA SEJAHTERA</b> <b>Opening Meeting</b> (Brief Introduction, Audit scope confirmation, Standards Use, Audit Objectives and Audit Agenda Explanation)	<ul style="list-style-type: none"> <li>• All Team</li> </ul>
08.55 – 12.00	08.55 – 12.00		<ul style="list-style-type: none"> <li>• All Team</li> </ul>
14.00 – 15.00	14.00 – 15.00		<ul style="list-style-type: none"> <li>• All Team</li> </ul>
15.00 – 17.00	15.00 – 17.00	<b>Document Review:</b> <ul style="list-style-type: none"> <li>• Review of Previous Visit Non-conformance (ASA-4)</li> <li>• Collect Basic Information (Mill and Estates)</li> <li>• Clarification of Time Bound Plan</li> <li>• Review of Partial Certification</li> </ul>	<ul style="list-style-type: none"> <li>• All Team</li> </ul>
<b>Selasa / Tuesday, 24 April 2018</b>			
08.00 – 12.00	08.00 – 12.00	<ul style="list-style-type: none"> <li>• Stakeholders consultation with Nearest village and community leader (Villages of Rungau Raya, Selunuk, and Sub Village Pantap)</li> <li>• Interview with Gender Committee, Worker Union, Local Contractor</li> </ul> <b>Field Observation to Semilar Estate</b> <ul style="list-style-type: none"> <li>• Manuring, Spraying, Harvesting, Best Agricultural Practices, Integrated Pest Management; Worker Welfare (payments, complaint mechanism)</li> <li>• Legal operational boundary and Conservation (HCV) Area</li> <li>• Worker facilities (housing, health clinic, clean water, etc); Fire Fighting facilities, Chemical Storage; Schedule Waste management, Land fill.</li> </ul>	<ul style="list-style-type: none"> <li>• TNB</li> </ul>
08.00 – 12.00	08.00 – 12.00		<ul style="list-style-type: none"> <li>• BYG</li> </ul>
			<ul style="list-style-type: none"> <li>• YYT</li> </ul>
12.00 – 14.00	12.00 – 14.00	<b>LUNCH BREAK</b>	
14.00 – 17.00	14.00 – 17.00	<b>Field Observation Semilar POM</b> <ul style="list-style-type: none"> <li>• Effluent POM (IPAL), Land Application (LA), Hazardous Waste Material (B3) management, Water Treatment Plant (WTP)</li> <li>• Mill Operational &amp; OHS Implementation</li> <li>• SCCS</li> </ul>	<ul style="list-style-type: none"> <li>• STM / BYG</li> <li>• APP / YYT</li> <li>• TNB</li> </ul>
<b>Rabu / Wednesday, 25 April 2018</b>			

DATE		23 – 27 April 2018	
PLANNED TIME	ACTUAL DURATION	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
08.00 - 12.00	08.00 - 12.00	Field Observation to <b>Sei Rindu Estate</b> <ul style="list-style-type: none"> <li>• Manuring, Spraying, Harvesting, Best Agricultural Practices, Integrated Pest Management; Worker Welfare (payments, complaint mechanism)</li> <li>• Legal operational boundary and Conservation (HCV) Area</li> <li>• Worker facilities (housing, health clinic, clean water, etc); Fire Fighting facilities, Chemical Storage; Schedule Waste management, Land fill.</li> </ul> Field Observation to <b>Puri Estate</b> <ul style="list-style-type: none"> <li>• Manuring, Spraying, Harvesting, Best Agricultural Practices, Integrated Pest Management; Worker Welfare (payments, complaint mechanism)</li> <li>• Legal operational boundary and Conservation (HCV) Area</li> <li>• Worker facilities (housing, health clinic, clean water, etc); Fire Fighting facilities, Chemical Storage; Schedule Waste management, Land fill.</li> </ul>	<ul style="list-style-type: none"> <li>• APP</li> <li>• TNB</li> <li>• TNB</li> <li>• YYT</li> <li>• BYG</li> <li>• STM</li> </ul>
12.00 – 14.00	12.00 – 14.00	<b>BREAK</b>	
14.00 – 16.30	14.00 – 16.30	<b>Document review:</b> <ul style="list-style-type: none"> <li>• Completion of checklist and clarification/ follow-up on outstanding audit issues</li> </ul>	• All Team
16.30 - 17.00	16.30 - 17.00	<ul style="list-style-type: none"> <li>• Clarification of Field Observations &amp; Document Verification</li> </ul>	
<b>Kamis / Thursday, 26 April 2018</b>			
08.00 – 12.00	08.00 – 12.00	<b>Document review:</b> <ul style="list-style-type: none"> <li>• Completion of checklist and clarification/ follow-up on outstanding audit issues</li> <li>• Clarification of Field Observations &amp; Document Verification</li> </ul>	• All Team
12.00 – 14.00	12.00 – 14.00	<b>LUNCH BREAK</b>	
16.00 – 17.00	16.00 – 17.00	<b>Closing Meeting</b>	• All Team
<b>Jumat / Friday, 27 April 2018</b>			
08.00 – 11.00	08.00 – 11.00	<b>PT TN/PT BAS → SAMPIT</b>	• All Team
12.30 – 15.00	12.30 – 15.00	<b>SAMPIT → JAKARTA</b>	• All Team