

Roundtable on Sustainable Palm Oil Certification
R S P O

[✓] Surveillance

Name of Management Organisation : Sungai Pinang POM – PT Bina Sains Cemerlang, subsidiary of Sime Darby Plantation Bhd
 Plantation Name : PT Bina Sains Cemerlang – Sungai Pinang Estate and Bukit Pinang Estate
 Location : Village of Sungai Pinang, Sub district of Muara Lakitan, District of Musi Rawas, Sumatera Selatan, Indonesia
 Certificate Code : *MUTU-RSPO/020*
 Date of Certificate Issue : 11 September 2017 Date of License Issue : 11 September 2018
 Date of Certificate Expiry : 10 September 2022 Date of License Expiry : 10 September 2019

Assessment	Assessment Date	PT. Mutuagung Lestari Auditor	Reviewed by	Approved by
ASA-1.1	01 – 05 October 2018	Andi Pratama Pasaribu (Lead Auditor), Trismadi Nurbayuto, Satria Adi Putra, Bayu Yogatama	Ardiansyah	Octo HPN Nainggolan

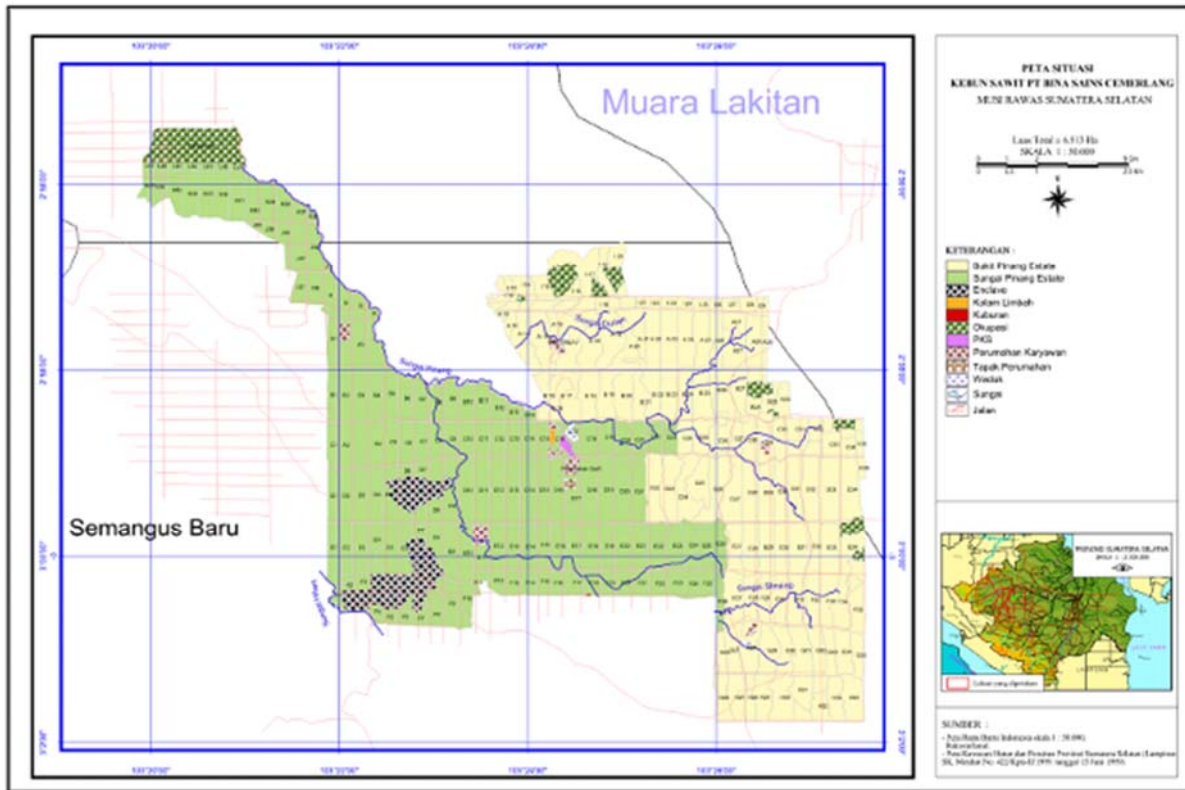
Assessment	Approved by MUTUAGUNG LESTARI on:
ASA-1.1	21 December 2018

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Figure 1. Location Map of PT Bina Sains Cemerlang



Figure 2. Operational Map of PT Bina Sains Cemerlang



Abbreviations Used

AMDAL	:	Analisis Mengenai Dampak Lingkungan (<i>Social and Environmental Impact Assessment</i>)
APAR	:	Alat Pemadam Api Ringan (Fire Extinguisher)
APD (PPE)	:	Alat Perlindungan Diri (<i>Personal Protective Equipment</i>)
B3	:	Bahan Beracun and Berbahaya (<i>Hazardous Material Waste</i>)
BLHD	:	Badan Lingkungan Hidup Daerah (<i>District Environment Body</i>)
BOB	:	Barn On Box
BOD	:	Biological Oxygen Demand
BKSDA	:	Balai Konservasi Sumber Daya Alam
BPN	:	Badan Pertanahan Nasional (<i>National Land Agency</i>)
BPJS	:	Badan Penyelenggara Jaminan Sosial
BSS	:	PT. Bersama Sejahtera Sakti
CD	:	Community Development
CHC	:	Central Housing Complex
CPCL	:	<i>Calon Petani Calon Lahan</i>
CPO	:	Crude Palm Oil
CSR	:	Coorporate Social Responcibility
EFB	:	Empty Fruit Bunch
EIA	:	Environmental Impact Assesment
FFB	:	Fresh Fruit Bunch
GAE	:	Gunung Aru Estate
GAF	:	Gunung Aru Factory
GKE	:	Gunung Kemas Estate
GHG	:	Green House Gas
HACCP	:	Hazard Analysis Critical Control Point
HCV	:	High Conservation Value (Nilai Konservasi Tinggi)
HGU	:	Hak Guna Usaha. (<i>Land Use Permit</i>)
HIRAC	:	Hazard Identification Risk Assesment & Control
ISO	:	International Prganization for Standardization
ISCC	:	International Sustainability & Carbon Certificate
IUP	:	Izin Usaha Perkebunan. (<i>Plantation Operation Licence</i>)
IPAL (<i>WWTP</i>)	:	Instalasi Penyaluran Air Limbah (<i>Wastewater Treatment Plant</i>)
JAMSOSTEK	:	Jaminan Sosial Tenaga Kerja (<i>Social Assurance of Labor</i>)
K3 (<i>OHS</i>)	:	Keselamatan dan Kesehatan Kerja. (<i>Occupational Health and safety</i>)
KLH	:	Kementerian Lingkungan Hidup (<i>Environment Ministry</i>)
KUD	:	<i>Koperasi Unit Desa</i> (Cooperative Village Unit)
LC	:	Land Clearing
LCC	:	Legume Cover Crop
LUCA	:	Land Use Change Analysis
LTE	:	Laut Timur Estate
LSU	:	Leaf Sampling Unit
MMCM	:	Minamas Management Committee Meeting
MSDS	:	Material Safety Data Sheet
OHS	:	Occupational Health & Safety
OER	:	Oil Extraction Rate
PHT	:	Pengendalian Hama Terpadu (<i>Integrated Pest Management</i>)
PK	:	Palm Kernel
PKO	:	Palm Kernel Oil
PKS (<i>POM</i>)	:	Pabrik Kelapa Sawit (<i>Palm Oil Mill</i>)
PP	:	Peraturan Pemerintah (<i>Government Regulation</i>)

PPE	:	Personal Protective Equipment
PTE	:	Pantai Timur Estate
POM	:	Palm Oil Mill
POME	:	Palm Oil Mill Enffluents
PPLH	:	<i>Pusat Penelitian Lingkungan Hiduo</i>
RKL/RPL	:	Rencana Kelola Lingkungan/ Rencana Pemantauan Lingkungan (<i>Environmental Management Plan/ Environment Monitoring Plan</i>)
RKS/RPS	:	Rencana Kelola Sosial/ Rencana Pemantauan Sosial (<i>Social Management Plan/ Social Monitoring Plan</i>)
PSD	:	Plantation Services Departement
PSQM	:	Plantation Sustainability and Quality Management
SOP	:	Standard Operating Procedure
SOU	:	Strategic Operating Unit
SP	:	Serikat Pekerja (<i>Worker Union</i>)
SPK	:	Surat Perjanjian Kerja (<i>Minutes of Agreement</i>)
TBS (FFB)	:	Tandan Buah Segar (<i>Fresh Fruit Bunches</i>)
WLTK	:	Wajib Lapor Tenaga Kerja (Labor compulsory report)
UKL/UPL	:	Upaya Kelola Lingkungan/ Upaya Pemantauan Lingkungan (<i>Environmental Management Efforts/ Environmental Monitoring Efforts</i>)

1.0	SCOPE of the CERTIFICATION ASSESSMENT		
1.1 Assessment Standard Used			
	<ul style="list-style-type: none"> Indonesian National Interpretation of RSPO Principles and Criteria 2013 by INA-NITF (Indonesian National Interpretation Task Force) July 2016, endorsed by the RSPO Board of Governor 30th September 2016. RSPO Certification Systems for Principles & Criteria June 2017. Endorsed by the RSPO Board of Governors on 14th of June 2017 The RSPO Supply Chain Certification Standard for Organization seeking or holding certification adopted by the RSPO Board of Governors on 21 November 2014 (Revised on 14 June 2017). 		
1.2	Organisation Information		
1.2.1	Organisation name listed in the certificate	PT Bina Sains Cemerlang – Sime Darby Plantation Bhd.	
1.2.2	Contact person	Mohamad Pirabaharan	
1.2.3	Organisation address and site address	RSPO registered company: No 2, Plantation Tower, PJU 1A/7Street, Petaling Jaya, Malaysia 47301. Liaison Office: The Plaza Lt. 36, JL. MH Thamrin Kav. 28-30, Jakarta 10350	
1.2.4	Telephone	+62-21-29926000	
1.2.5	Fax	+62-21-29922686	
1.2.6	E-mail	mohamad.pirabaharan@simedarbyplantation.com	
1.2.7	Web page address	www.simedarbyplantation.com	
1.2.8	Management Representative who completed the application for certification	Mohamad Pirabaharan (Head of PSQM Plantation Minamas Indonesia)	
1.2.9	Registered as RSPO member	1-0008-04-000-00 7 September 2004	
1.3	Type of Assessment		
1.3.1	Scope of Assessment and Number of Management Unit	Sungai Pinang Palm Oil Mill; Sungai Pinang Estate and Bukit Pinang Estate.	
1.3.2	Type of certificate	Single	
1.4	Locations of Mill and Plantation		
1.4.1	Location of Mill		
	Name of Mill	Location	Coordinate
			Latitude Longitude
	Sungai Pinang	Village of Sungai Pinang, Sub District of Muara Lakitan, District of Musi Rawas, Sumatera Selatan Province	S 02° 59' 05" E 103° 24' 21"
1.4.2	Location of Certification Scope of Supply Base		
	Name of Supply Base	Location	Coordinate
			Latitude Longitude
	Sungai Pinang Estate	Village of Sungai Pinang, Anyar, Semangus Lama, Semangus Baru and Muara Lengas, Sub District of Muara	S 02° 59' 13" E 103° 24' 25"

	Lakitan, District of Musi Rawas, Sumatera Selatan		
Bukit Pinang Estate	Village of Sungai Pinang, Anyar, Semangus Lama, Semangus Baru and Muara Lengas, Sub District of Muara Lakitan, District of Musi Rawas, Sumatera Selatan	S 02° 59' 14"	E 103° 24' 20"

1.5	Description of Area Statement		
1.5.1	Tenure		
	• State	6,513.00	Ha
	• Community		Ha
1.5.2	Area Statement		
	• Total Area	6,513.00	Ha
	• Planted Area :	6,185.65	Ha
	- Mature	4,462.73	Ha
	- Immature	1,722.92	Ha
	• Nursery	18.45	Ha
	• Road/bridge/trenches	160.99	Ha
	• Building	82.58	Ha
	• Mill	14.78	Ha
	• HCV	44.07*	Ha
	• Other (Occupation, enclave, cemetery)	6.49	Ha

* HCV area (riparian) already excluded from planted area at the time of replanting (44.07 Ha) and still had a 447.93 Ha in planted area.

1.6	Planting Year and Cycles			
1.6.1	Age profile of planting year			
	Planting Year	Hectarage (Ha)		
		Sungai Pinang	Bukit Pinang	Total
	1992	347.78	-	347.78
	1993	57.28	64.63	121.91
	1994	281.53	-	281.53
	1996	146.45	510.36	656.81
	1997	102.43	122.04	224.47
	1998	380.89	574.54	955.43
	2000		177.46	177.46
	2005	188.41	-	188.41
	2009	20.29	-	20.29
	2010	51.72	-	51.72
	2013	206.04	130.24	336.28
	2014	279.61	228.84	508.45
	2015	393.82	198.37	592.19
	Subtotal Mature	2,456.25	2,006.48	4,462.73
	2016	496.02	649.98	1,146.00
	2017	181.55	306.71	488.26
	2018	45.94	42.72	88.66
	Subtotal Immature	723.51	999.41	1,722.92
	TOTAL	3,179.76	3,005.89	6,185.65

1.6.2	New Planting area after January 2010	-	Ha				
1.6.3	Planting Cycle	2 nd Cycle					
1.7	Description of Mill and Supply Base						
1.7.1	Description of Mill						
	Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)	CPO		Palm Kernel	
				Out put (tonnes)	Extraction (%)	Out put (tonnes)	Extraction (%)
	Sungai Pinang Mill	30	64,986.92	14,012.89	21.56	3,012.93	4.64
	<i>Production data source from September 2017 – August 2018</i>						
1.7.2	Description of Certification Scope of Supply Base						
	Name of Estate	Total Area (Ha)	Planted Area (Ha)	FFB (tonnes/year)	Yield (tonnes/ ha/year)	Supplied to Mill	
						FFB (tonnes/year)	%
	Sungai Pinang Estate	3,424.36	3,179.76	38,032.94	15.48	38,032.94	100
	Bukit Pinang Estate	3,088.64	3,005.89	26,953.98	13.43	26,953.98	100
	Total	6,513.00	6,185.65	64,986.92	14.56	64,986.92	100
	<i>Production data source from September 2017 – August 2018</i>						
1.7.3	FFB description from other source*						
	Name of sources/Organisation (RSPO certified / non-certified)	Type of Organisation	Number of smallholders	Production Area (Ha)	Supplied to Mill		
					FFB (tonnes/year)		
	-	-	-	-	-	-	
	TOTAL					-	
	<i>*there is no FFB that processed from other sources</i>						
1.7.4	Product categories	FFB, CPO, PK					
1.8	Estimate Tonnage of Certified Product						
1.8.1	Past Annual Claim Certified Product	Last Year Projected Certified Volume (tonnes/year)		Last Year Actual Certified Volume (tonnes/year)			
	• FFB Production	67,121		64,986.92			
	• CPO Production	14,431		14,012.89			
	• Palm Kernel (PK) Production	3,356		3,012.93			
1.8.2	Product selling						
	Tonnage of selling product	Actual selling product for 12 month					
	• CSPO	3,187.66 MT					
	• CSPK	- MT					
	• CPO under other scheme trading (e.g ISCC, RFS)	-					
	• CPO under conventional trading (if any)	9,126.94 MT					
	• PK under other scheme	-					
	• PK under conventional trading (if any)	2,550 MT					

1.8.3	Estimate of Certified FFB Claim							
	Name of Estate(s)	Total Area (Ha)	Planted Area (Ha)	FFB (tonnes/year)	Yield (tonnes/ha/year)			
	Sungai Pinang Estate	3,424.36	3,179.76	39,859	12.99			
	Bukit Pinang Estate	3,088.64	3,005.89	28,247	10.99			
	TOTAL	6,513.00	6,185.65	68,106	12.02			
	<i>*Projected FFB production for 11 September 2018 to 10 September 2019.</i>							
1.8.4	Estimate of Certified Palm Product Claim							
	Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)	CPO		Palm Kernel		Supply Chain Module
				Out put (tonnes)	Extraction (%)	Out put (tonnes)	Extraction (%)	
	Sungai Pinang Mill	30	68,106	14,643	21.5	3,405	5.0	Identity Preserved
	<i>*Projected CSPO and CSPK production for 11 September 2018 to 10 September 2019.</i>							
1.9	Other Certifications							
	Others (ISPO)			MUTU-ISPO/090 → 4 August 2017 – 3 August 2022				
1.10	Time Bound Plan							
1.10.1	Time Bound Plan for Other Management Units							
	Management Unit		Supply Base	Time Bound Plan	HGU on Process		Location	Status
	Mill	Time Bound Plan			Ha	Time Bound Plan		
	INDONESIA							
	Sekunzir. PT. Indotruba Tengah	2010	Sekunzir	2010			Seruyan and West Kotawaringin District – Central Kalimantan	Certified
			Seruyan	2010				Certified
	Manggala. PT. Tunggal Mitra Plantations	2010	Manggala 1	2010			Rokan Hilir District – Riau	Certified
			Manggala 2	2010				Certified
			Manggala 3	2010				Certified
	Bukit Ajong PT. Sime Indo Agro	2010	West	2010	1,652	2019	Sanggau District – West Kalimantan	Certified
			East	2010				Certified
			Sei Mawang	2018				-
			East Plasma	2010				Certified
			West Plasma	2010				Certified
	Teluk Siak. PT Aneka Inti Persada	2011	Teluk Siak	2011	421.31	2020	Pekanbaru, Siak District – Riau	Certified
			Pinang Sebatang	2011				Certified
			Aneka Persada	2011				Certified
	Sungai Pinang. PT. Bina Sains Cemerlang	2012	Sungai Pinang	2012	308.25	2020	Musi Rawas District – South Sumatera	Certified
			Bukit Pinang	2012				Certified

Pematang PT. Teguh Sempurna	2011	Pematang	2011			Seruyan and East Kotawaringin Dist rict – Central Kalimantan	Certified
		Kawan Batu	2011				Certified
		Hatan Tiring	2011				Certified
		Batang Garing	2011				Certified
Alur Dumai. PT Lahan Tani Sakti	2011	Alur Dumai	2011			Rokan Hilir District – Riau	Certified
Teluk Bakau. PT. Bhumireksa Nusa Sejati	2011	Teluk Bakau	2011			Indra Giri Hilir District – Riau	Certified
		Nusa Perkasa	2011				Certified
		Nusa Lestari	2011				Certified
Mandah PT. Bhumireksa Nusa Sejati	2014	Mandah	2011			Indra Giri Hilir District – Riau	Certified
		Rotan Semelur	2011				Certified
Angsana Mini*) PT Sajang Heulang	2011	KKPA-1 PT.SHE	2013			Tanah Bumbu District – South Kalimantan	Certified
		Pantai Bonati	2011				Certified
Angsana. PT Ladangrum pun Suburabadi	2011	Angsana	2011			Tanah Bumbu District – South Kalimantan	Certified
		Gunung Sari	2011				Certified
		KKPA-4 PT.SHE	2013				Certified
Mustika. PT Sajang Heulang	2013	Mustika				Tanah Bumbu District – South Kalimantan	Certified
		KKPA-2 PT.SHE	2013				Certified
		KKPA-3 PT.SHE	2013				Certified
		KKPA-5 PT.SHE	2013				Certified
		SAP 1	2020				ST-1
Gunung Aru. PT Bersama Sejahtea Sakti	2011	Gunung Aru	2011	765	2020	Kotabaru District – South Kalimantan	Certified
		Gunung Kemasan	2011				Certified
		Laut Timur	2011				Certified
		Pantai Timur	2011				Certified
		KKPA BSS	2020				-
Bebunga. PT. Langgeng Muaramak mur	2011	Sungai Cengal	2011	1,162	2020	Kotabaru District – South Kalimantan	Certified
		Bebunga	2011				Certified
		KKPA Sungai Cengal	2014				Certified
Sukamand ang PT Kridatama Lancar	2011	Sukamandang	2011			Seruyan and East Kotawaringin Dist rict – Central Kalimantan	Certified
		Sapiri	2011				Certified
		Barasdanum	2011				Certified
		Kuala Kuayan	2011				Certified
Pondok	2012	Binturung	2012	1,120	2020	Kotabaru District	Certified

Labu. PT Paripurna Swakarsa		Pondok Labu	2012			– South Kalimantan	Certified
		Rampa	2012				Certified
		Sesulung	2012				Certified
Selabak *) PT Swadaya Andhika	2012	Selabak	2012	63	2020	Kotabaru District – South Kalimantan	Certified
		Randi	2012				Certified
		Sangkoh	2012				Certified
		Lanting	2012				Certified
Rantau. PT Laguna Mandiri	2012	Rantau	2012			Kotabaru District – South Kalimantan	Certified
		Matalok	2012				Certified
Betung. PT Laguna Mandiri	2014	Betung	2012			Kotabaru District – South Kalimantan	Certified
		Sekayu	2012				Certified
Ungkaya. PT Tamaco Graha Krida	2012	Ungkaya	2012			Morowali District – Sulawesi Tengah	Certified
		Plasma TGK	2015				Certified
Ladang Panjang. PT Bahari Gembira Ria	2012	Ladang Panjang	2012	1,639	2020	Muaro Jambi District - Jambi	Certified
		Plasma BGR	2020				-
Rantau Panjang. PT Guthrie Pecconina Indonesia	2012	Rantau Panjang	2012	4,133	2020	Musi Banyuasin District – South Sumatera	Certified
		Bumi Ayu	2012				Certified
		Karang Ringin	2012				Certified
		Napal	2012				Certified
		Mangun Jaya	2012				Certified
		Sungai Jernih Estate and GPI KKPA	2017				ST-2
Blang Simpo. PT Perkasa Subur Sakti	2013	Tamiang (PT PPP)	2013	1,286	2020	Aceh Tamiang and East Aceh District – Nanggroe Aceh Darussalam	Certified
		Batang Ara (PT PSK)	2013				Certified
		Blang Simpo- 01	2013				Certified
		Blang Simpo- 02	2013				Certified
MAS. PT Mitra Austral Sejahtera	2020	MAS 1	2018			Sanggau District – West Kalimantan	-
		MAS 1	2018				-
		MAS 1	2018				-
		Plasma MAS	2020				-
Lembiru. PT Sandika Nata Palma	2014	Lembiru	2014			Ketapang District – West Kalimantan	Certified
		Awatan	2014				Certified
		Karya Palma	2018				-
		KKPA SNP	2020				-
		Pelanjau (PT BAL)	2018				ST-2

		Sungai Putih (PT BAL)	2018				-
		Baturus (PT BAL)	2018				-
		KKPA BAL	2020				-
MALAYSIA							
Sg Dingin SOU 1	2010	Bukit Hijau	2010			Kerangan, Kedah	Certified
		Padang Buluh	2010				Certified
		Bukit Selangor	2010				Certified
		Sg Dingin	2010				Certified
		Jentayu	2010				Certified
		Anak Kuli	2010				Certified
		Somme	2010				Certified
Chersonese SOU 2	2011	Chersonese	2011			Kuala Kurau, Perak	Certified
		Holyrood	2011				Certified
		Kalumpang	2011				Certified
		Tali Ayer	2011				Certified
Elphil SOU 3	2011	Kinta Kellas	2011			Sg Siput, Perak	Certified
		Elphil	2011				Certified
		Kamuning	2011				Certified
Flemington SOU 4	2011	Flemington	2011			Teluk Intan, Perak	Certified
		Bagan Datoh	2011				Certified
		Sabak Bernam	2011				Certified
		Sg Samak	2011				Certified
Seri Intan SOU 5	2011	Seri Intan (Main Division)	2011			Teluk Intan, Perak	Certified
		Sabrang	2011				Certified
		Sg Wangi	2011				Certified
		Sogomana (Main Division)	2011				Certified
Selaba SOU 5	2011	Seri Intan (Selaba Division)	2011			Teluk Intan, Perak	Certified
		Sogomana (Cashwood & Sg Beruas Division)	2011				Certified
		Bikam	2011				Certified
		Clumy	2011				Certified
Tennamaram SOU 6	2011	Tennamaram	2011			Bestari Jaya, Selangor	Certified
		Sungei Buloh	2011				Certified
		Bkt Talang	2011				Certified
Bkt Kerayong SOU 7	2011	Bkt Kerayong	2011			Kapar, Selangor	Certified
		Bkt Cherakah	2011				Certified
		Bkt Rajah	2011				Certified
		Bkt Lagong	2011				Certified
		Elmina	2011				Certified
East SOU 8	2010	East	2010			Carey Island, Selangor	Certified
		Dusun Durian	2010				Certified

		Sepang	2010				Certified
West - SOU 9	2010	West	2010			Carey Island, Selangor	Certified
Bukit Putri - SOU 10	2011	Bukit Putri	2011			Raub, Pahang	Certified
Kerdau SOU 11	2011	Kerdau	2011			Temerloh, Pahang	Certified
		Jentar	2011				Certified
		Mentakab	2011				Certified
		Sg Mai	2011				Certified
		Chenor	2011				Certified
Jabor - SOU 12	2011	Jabor	2011			Kuantan, Pahang	Certified
Labu SOU 13	2011	Labu	2011			Nilai, Negeri Sembilan	Certified
		New Labu	2011				Certified
		Bradwall	2011				Certified
Tanah Merah SOU 14	2010	Tanah Merah	2010			Port Dickson, Negeri Sembilan	Certified
		Sua Betong	2010				Certified
		Bukit Pelandok	2010				Certified
Sua Betong SOU 15	2014	Salak	2014			Port Dickson, Negeri Sembilan	Certified
		Sengkang	2014				Certified
		Siliau	2014				Certified
		PD Lukut	2014				Certified
		Sungai Baru	2014				Certified
		Tampin Linggi	2014				Certified
Kok Foh SOU 16	2011	Bukit Pilah	2011			Bahau, Negeri Sembilan	Certified
		Kok Foh	2011				Certified
		Muar River	2011				Certified
		St. Helier	2011				Certified
		Pertang	2011				Certified
		Sg Gemas	2011				Certified
		Sg Sebaling	2011				Certified
		Sg Senarut	2011				Certified
Kempas SOU 17	2010	Kempas	2010			Jasin, Melaka	Certified
		Kemuning	2010				Certified
		Tangkah	2010				Certified
Diamond Jubilee SOU 18	2011	Bukit Asahan	2011			Jasin, Melaka	Certified
		Diamond Jubilee	2011				Certified
		Serkam	2011				Certified
Pagoh SOU 19	2014	Pagoh	2014			Muar, Johor	Certified
		Lanadron	2014				Certified
		Pengkalan Bukit	2014				Certified
		Welch	2014				Certified
Chaah SOU 20	2010	North Labis	2010			Chaah, Johor	Certified
		Cha'ah	2010				Certified
		Sg Simpang Kiri	2010				Certified

Gunung Mas SOU 21	2010	Gunung Mas	2010			Kluang, Johor	Certified
		Kempas Klebang	2010				Certified
		Bukit Paloh	2010				Certified
		Yong Peng	2010				Certified
Bukit Benut SOU 22	2011	Bukit Benut	2011			Kluang, Johor	Certified
		CEP Niyor	2011				Certified
		Lambak / Elaeis	2011				Certified
Ulu Remis SOU 23	2011	Pekan	2011			Layang-layang, Johor	Certified
		Sembrong	2011				Certified
		Tun Dr. Ismail	2011				Certified
		Ulu Remis	2011				Certified
		Bukit Badak	2011				Certified
		Cenas	2011				Certified
Hadapan SOU 24	2011	CEP Rengam	2011			Layang-layang, Johor	Certified
		Kulai	2011				Certified
		Layang	2011				Certified
		Seri Pulai	2011				Certified
Sandakan Bay SOU 26	2008	Tun Tan Siew Sin	2008			Sandakan, Sabah	Certified
		Tunku	2008				Certified
		Tigowis	2008				Certified
		Sentosa	2008				Certified
		Saguliud	2008				Certified
Melalap SOU 27	2011	Melalap	2011			Tenom, Sabah	Certified
		Sapong	2011				Certified
Binuang SOU 28	2009	Tingkeyu	2009			Kunak, Sabah	Certified
		Sungang	2009				Certified
		Jelata Bumi	2009				Certified
		Binuang	2009				Certified
Giram SOU 29	2009	Mostyn	2009			Kunak, Sabah	Certified
		Giram	2009				Certified
Merotai SOU 30	2009	Imam	2009			Tawau, Sabah	Certified
		Merotai	2009				Certified
		Table	2009				Certified
		Tiger	2009				Certified
Lavang SOU 31	2011	Belian	2011			Bintulu, Serawak	Certified
		Kelida	2011				Certified
		Lavang	2011				Certified
		Lavang (SE)	2011				Certified
		Rasan	2011				Certified
Rajawali SOU 32	2011	Rajawali	2011			Bintulu, Serawak	Certified
		Samudera	2011				Certified
		Semarak	2011				Certified
		Bayu	2011				Certified
Derawan	2011	Takau	2011			Bintulu, Serawak	Certified

SOU 33		Damai	2011				Certified
		Derawan	2011				Certified
		Sahua	2011				Certified
Pekaka SOU 34	2011	Chartquest	2011			Bintulu, Serawak	Certified
		Dulang	2011				Certified
		Peroh	2011				Certified
		Pekaka	2011				Certified
		Ruai	2011				Certified
LIBERIA							
Grand Cape Mount	2017	Matambo (2,500 Ha)	2017			Grand Cape Mount, Liberia	NPP May 2011
		Grand Cape Mount (2,372 Ha)	2017				NPP May 2011
		Zodua (264)	2017				NPP May 2011
		Bomi (3,128 Ha)	2017			Bomi, Liberia	NPP May 2011
		Lofa (2,254 Ha)	2017				NPP May 2011
P & G (New Britain Palm Oil)							
Poliamba	2012	Kara	2012			Keviang, New Ireland Province, P&G	Certified
		West Coast	2012				Certified
		Nalik	2012				Certified
		Noatsi	2012				Certified
		Madak	2012				Certified
		North (Smallholders)	2012				Certified
		South (Smallholders)	2012				Certified
		West (Smallholders)	2012				Certified
Tetere	2011	Tetere	2011			Gudaicanal, Solomon Island	Certified
		Ngalimbiu	2011				Certified
		Mbalisuna	2011				Certified
		West Zone (Smallholders)	2011				Certified
		Central Zone (Smallholders)	2011				Certified
		MBA East (Smallholders)	2011				Certified
		MBA West (Smallholders)	2011				Certified
		Sangara, Sambiripa & Mamba	2013				Sangara
Sumberipa	2013	Certified					

		Ambogo	2013			Certified
		Embi	2013			Certified
		Mamba	2013			Certified
		Sorovi (smallholders)	2013			Certified
		Igora (smallholders)	2013			Certified
		Saiho (smallholders)	2013			Certified
		Aeka (smallholders)	2013			Certified
		Ilimo (smallholders)	2013			Certified
Gusap	2010	Dumpu	2010		Madang, P&G	Certified
		Surinam	2010			Certified
		Jepcott	2010			Certified
		Gusap	2010			Certified
		Paddock	2010			Certified
		Ngaru	2010			Certified
		Madang VOP (smallholders)	2010			Certified
		Morobe VOP (smallholders)	2010			Certified
Hagita	2013	Giligili	2013		Milne Bay, P&G	Certified
		Hagita	2013			Certified
		Waigani	2013			Certified
		Sagarai	2013			Certified
		Padipadi	2013			Certified
		Mariawatte	2013			Certified
		East Gurney	2013			Certified
		West Gurney	2013			Certified
		East Sagarai	2013			Certified
		West Sagarai	2013			Certified
• Mosa	2008	Bebere	2008		West New Britain	Certified
• Kumbango		Kumbango	2008			Certified
• Kapiura		Togulo	2008			Certified
• Namundo		Dami	2008			Certified
• Waraston		Waisisi	2008			Certified
		Kautu	2008			Certified
		Karaisu	2008			Certified
		Moroa	2008			Certified
		Bilomi	2008			Certified
		Loata	2008			Certified
		Haella	2008			Certified
		Garu	2008			Certified
		Daliavu	2008			Certified
		Sapuri	2008			Certified

		Malilimi	2008			Certified
		Rigula	2008			Certified
		Nomundo	2008			Certified
		Navarai / Karato ME	2008			Certified
		Volupai . Lotomgam / Natupi / Goruru	2008			Certified
		Lolokoru	2008			Certified
		Silovoti	2008			Certified
		LSS Hoskin (1,877 Smallholders)	2008			Certified
		VOP East (1,815 Smallholders)	2008			Certified
		VOP Central (1,958 Smallholders)	2008			Certified
		VOP West (1,277 Smallholders)K aulong / Akamie / Pusiki / Repamira / Sakapei / KDC ME (21 large smallholders)	2008			Certified
		LSS Kapiura (847 Smallholders)	2008			Certified
		VOP Kapiura (551 Smallholders)	2008			Certified
	<p>Sime Darby has achieved 34 management units in Malaysia, 24 management units in Indonesia, 10 management units in Liberia that RSPO certified. Total management unit in Sime Darby Plantation Bhd are 34 in Malaysia, 25 in Indonesia and 10 in Liberia. In the year of 2017 there are two Mill that are no longer operating, and for the supplying base (Estate) is diverted to a mill that is still operating and has been certified RSPO.</p> <p>A new mill will be set up in Liberia and planned for commissioning in February 2016. Preparation to undergo the RSPO Certification process is in progress and Sime Darby Plantation Bhd targets to undergo RSPO Certification by end 2017. RSPO NPP process has been completed in 2011. Internal assessment against the draft Liberia NI has been completed and closing of gaps is in progress.</p> <p>There was change of the Time Bound Plan under Sime Darby on 15 April 2016 cause the Sime Darby postpone the others certification process. Change of the Time Bound Plan explanation: PT Mitra Austral Sejahtera. There are social issue still unresolved from the Serikat Petani Kelapa Sawit (SPKS) Sanggau, however the improvement are in progress. Sime Darby has informed the Time Bound Plan progress, MUTU has consider that Sime Darby still comply with the RSPO requirement for partial certification.</p>					
1.10.2	Progress of Associated Smallholders and Outgrowers for Certifiable Standard					
	The company does not have a scheme smallholders and does not receive FFB from other source					

2.0	ASSESSMENT PROCESS
2.1	Assessment Team
ASA 1.1	<p>Andi Pratama Pasaribu (Lead Auditor). 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, SA 8000, SCSS 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, he verify aspect social, Legal, SCCS and Partial Certification.</p> <p>Trismadi Nurbayuto (Auditor). 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); SA 8000, ISPO Lead Auditor's training; Safety Expert; RSPO Lead Auditor's, OHS Auditors by Government Regulation No 50 year of 2012; SCCS, 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 Supply Chain on Palm Oil Mill. During this audit, he verify. worker welfare and OHS.</p> <p>Satria Adi Putra (Auditor). Indonesian citizen, Diploma III majoring in Palm Oil Plantation. Have experience of work more than six years since 2009 as the operational staff of private oil palm plantations in Indonesia. Training have been followed including Occupational Health and Safety Expert, Orang Utan and Wildlife Management, ISPO Auditor Training, RSPO Awareness, IHT Potential Mapping and Conflict Resolution in Production Forests, OHSAS 18001, SA 8000, RSPO Lead Training, Lead Auditor Training for ISO 9001, ISO 14001, ISO 17021, ISO 17065, ISO 19011, ISO 22000,. During this audit, he support to verify Best Management Practices and Transparencies.</p> <p>Bayu Yogatama (Auditor Trainee). 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, SA 8000, RSPO Lead Training, IHT RSPO NPP, IHT RSPO RaCP, IHT ISO 17021, and IHT ISO 17065. Having experience working in plywood field as Inspector in foreign private company. Currently working for an independent certification body. During this audit, he support to verify Environment aspect, HCV, GHG emission.</p>
2.2	Assessment Methodology, Assessment Process and Locations of Assessment
2.2.1	Figure of person days to implement assessment
ASA 1.1	<p>Number of auditors : 3 auditors and 1 auditor trainee Number of days for ASA-1.1 at site : 4 days Number of working days for ASA 1.1 at site : 12 Working days</p>
2.2.2	Assessment Process
ASA 1.1	<p>The assessment was conducted by measuring the sufficiency of implementation with the consistency done by the PT Bina Sains Cemerlang to the requirements of Indonesian National Interpretation of RSPO Principles and Criteria 2013, endorsed September 2016 and Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014, Revised June 2017 (Module D/E for CPO Mill).</p> <p>The assessment was conducted in three methods: (1) document review, aiming to observe the sufficiency of types or substances from required documents; (2) <i>interview</i>, aiming to obtain more detailed information and cross check the information; and (3) field observation, aiming to observe directly the sufficiency of implementation on site.</p> <p>Some opportunities for improvement of the results ASA 1.1 delivered by the MUTU auditor to the management unit and</p>

the results are the subject will be verified at the next assessment phase ASA-1.2.

Improvement of findings from main assessment findings were observed by auditors at this ASA-1.1 assessment. All information obtained was recorded in Check List of PT Mutuagung Lestari (MUTU) and part of ASA-1.1 report.

The assessment program please find Appendix 2

2.2.3	Locations of Assessment
ASA 1.1	<p>Number of units in this certification activity is two (2) estates, which supply the raw material (FFB) to one (1) palm oil mill. In conducting the assessment, the team of auditors used the $0.8\sqrt{y}z$ formula to determine the management units sampling to be focused on and also considered the issues raised by stakeholder. Based on this formula, the team of auditors determined that the sampling locations are one (1) palm oil mill (Sungai Pinang Mill) and two (2) estates (Sungai Pinang Estate and Bukit Pinang Estate).</p> <p>Sungai Pinang Factory</p> <ul style="list-style-type: none"> - Waste Water Treatment Plant. Observation of waste management. - WTP Observation on flow meter and interview with operator - Chemical storage. Field observations related to the fulfillment of health safety as well as interviews with a warehouse clerk of safety health related to OHS and medical examination, wages and complaint mechanism. - 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, wages and complaint mechanism. - Workshop. Observations and interviews related to wages and overtime, waste management activities, OHS implementations and health inspections - Central Warehouse Field observations related to the fulfillment of the attributes health and safety, recording, and the implementation of compliance requirements hazardous waste temporary warehouse, wages and complaint mechanism, PPE Stock, and the others - Grading Station. Observation and interview with grading work related to the implementation of SOP, K3 and employment. - Sterilizer Station. Observation of application and interview with sterilizer operators related to SOP, K3 and employment. - Engine Room. Observations and interviews with engine room operators on employment, occupational safety and health and defined work procedures. - Kernel Stations. Observations and interviews with kernel station operators regarding employment, occupational safety and health and defined work procedures. - Boiler Station. Observations and interviews with boiler operators regarding labor, occupational safety and health and defined work procedures. <p>Sungai Pinang Estate</p> <ul style="list-style-type: none"> - Block Spraying System Observation of washing and storage of PPE and spray equipment - Genset (Electricity). Observation for waste management, and interviews related to workers facility, electricity, domestic waste, sources offresh water, socialization of company policy and complaint mechanism. - Housing Division 1. Field observations and interviews related to daycare, workers facility, electricity, domestic waste, sources of fresh water, socialization of company policy and complaint mechanism. - Landfill block F07 Division 3. Observations related to the implementation procedures of domestic waste bins and disposal site. - Land Application Block F011, C12 and C11 Division 2. Observation for Palm Oil Mill Effluent application and waste management. - Nursery. Field visits related to handling and agronomic techniques in nursery activities. - Road Maintenance, Block F/G12, Division 2. Observation related road maintenance, labor aspect, safe working practice and use of PPE - Spray Circle & Path, Block H014, Division 1. Interviews of spraying mechanism, work tools, chemicals used, doses used, medical examinations, extra fooding, PPE, labor aspect and environment.

- Manual Weeding, Block G20/21, Division 1. Interviews of manual weeding mechanism, work tools, medical examinations, PPE, labor aspect and environment.
- Harvesting, Block B004, Division 3. Observation and interviews with foremen and harvest workers related to work procedures, health insurance and labor protection, safe working practices and use of PPE.
- Boundary Pole No. 11, 12 13. Observation of availability and maintenance of boundary area. During the audit known that there is no planted outside the HGU area but some boundary poles located in occupied area.
- Land dispute area. Observation of dispute area that occupied by the villagers.
- Workshop. Observation and interviews with employees related to management of hazardous waste and hazardous material, provision of PPE, training, emergency response facilities.
- Block Spraying System (BSS) Warehouse. Observation and interview with employee related to conditions PPE of warehouse and PPE handling.
- Sparepart warehouse. Observation minimum stock of PPE's.
- Agrochemicals Warehouse. Observation related to management of agrochemical material and waste, MSDS, emergency response facilities and the types of pesticides used.
- Diesel Tank. Observation of OHS, emergency response facilities, secondary trap, and ban conditions.
- Fertilizer warehouse. Observation related to management of agrochemical material and waste, MSDS, emergency response facilities and the types of fertilizer used.

Bukit Pinang Estate

- Boundary Stones No. 5, Block D18 Boundary stones on good condition and well demarcated.
- Boundary Stones No. 6,7,8, Block E18 Boundary stones on good condition and well demarcated.
- HCV 4 (Pinang River Bufferzone) at Block G19. Observation for HCV management and conditions.
- Fertilizer, Block 018, Division 1. Interviews of fertilizer mechanism, work tools, chemicals used, doses used, medical examinations, extra fooding, PPE, labor aspect and environment.
- Spray Circle & Path, Block E012, Division 1. Interviews of spraying mechanism, work tools, chemicals used, doses used, medical examinations, extra fooding, PPE, labor aspect and environment.
- Harvesting, Block J020, Division 3. Observation and interviews with transporter, foremen and harvest workers related to work procedures, health insurance and labor protection, safe working practices and use of PPE.
- EFB Application Block H019, Division 3. Observation related to waste management and nutrient cycle strategy
- Erosion Pole, Block F013, Division 2. Observation related erosion monitoring.
- Nest Box/BOB, Block G15, Division 2. Observation related integrated pest management.
- Census and Disease Census, Block K019, Division 3. Interviews on census mechanism, medical examination, PPE, and labor aspect.
- Replanting, Block K019, Division 3. Observation related replanting area.
- Road Maintenance, Block G012, Division 1. Observation related road maintenance, labor aspect, safe working practice and use of PPE
- Security gate. Observation and interview with security officer regarding to FFB receiving procedure.
- Weight bridges. Observation and interview with weight bridge operator regarding to supply chain implementation and dispatch documentation.
- Workshop. Observation and interviews with employees related to management of hazardous waste and hazardous material, provision of PPE, training, emergency response facilities.
- Health Units. Observation and interview with paramedic related to first aid mechanism, medical waste management and work accident record monitoring.
- Block Spraying System (BSS) Warehouse. Observation and interview with employee related to conditions PPE of warehouse and PPE handling.
- Spare part warehouse. Observation minimum stock of PPE's.
- Agrochemicals Warehouse. Observation related to management of agrochemical material and waste, MSDS, emergency response facilities and the types of pesticides used.
- Worker Housing Division III. Observation and interview with residents related to employee facilities, management of domestic waste, emergency response facilities, provision of clean water and electricity.
- Diesel Tank. Observation of OHS, emergency response facilities, secondary trap, and ban conditions.
- Fertilizer warehouse. Observation related to management of agrochemical material and waste, MSDS, emergency response facilities and the types of fertilizer used.
- Fire Fighting. Observation and simulation the emergencies response facilities.

- Clean water facilities. There are water pond in housing complex division III for bath and cleaning, while the drink water from mineral water.
- Landfill at block K18. Observation about domestic waste management, there are no segregation between organic and an organic waste.

Stakeholder

- Labour and Transmigration Agency South Sumatra Province. Interviews related to Occupational Safety and Health, Employment and Industrial Relations.
- Environment Agency Musi Rawas District. Interviews related to environmental documents, environmental permits, environmental management and monitoring reporting, emission source management and environmental pollution issues, etc.
- Labour and Transmigration Agency Musi Rawas District. Interviews related to Occupational Safety and Health, Employment and Industrial Relations.
- Plantation Agency Musi Rawas District. Interviews related to the assessment of plantation business; Owned business license (capacity and area of the estate), partnership with the community, corporate obligations of existing business licenses, peatland management, regional status, land use change, overlapping areas, land fires, etc.
- Semangus Baru Village Interview the head of village and community representation related to social interaction between company and community surround, and another social issues.
- Muara Rengas Village Interview the head of village and community representation related to social interaction between company and community surround, and another social issues.
- Anyar Village Interview the head of village and community representation related to social interaction between company and community surround, and another social issues.

2.3	Stakeholder Consultation and Stakeholders Contacted
2.3.1	Summary of stakeholder consultation process.
ASA 1.1	<p>Summary of stakeholder consultation process</p> <p>Consultation of stakeholders for PT Bina Sains Cemerlang was held by:</p> <p>Public Notification on RSPO web site and Website mutucertification.com dated on 17 September 2018.</p> <p>Public consultation meeting with local government district of Musi Rawas was conducted on 1 October 2018.</p> <p>Public consultation meeting with internal stakeholders by interviews and local stakeholders conducted by visits to villages (Semangus Baru, Muara Rengas & Anyar) and interviews with local peoples on 1 October 2018.</p> <p>Public consultation with NGO (Sawit Watch, WWF, AMAN, and WALHI) by email dated on 25 September 2018.</p> <p>Numbers of input from stakeholders were clarified by PT Mutuagung Lestari.</p>
2.3.2	Stakeholder contacted
	<i>Please find appendix 1</i>
2.4	Determining Next Assessment
	The next visit <i>ASA-1.2</i> will be determined 8-12 month after date of certificate.

3.0. ASSESSMENT FINDINGS

3.1. Summary of Assessment Report of the RSPO Certification

MUTUAGUNG LESTARI has conducted an assessment of Sungai Pinang POM – PT Bina Sains Cemerlang, Sime Darby Bhd operation consisting of one (1) mill and two (2) oil palm estates.

During the assessment, there were three (5) Nonconformities were assigned against Major Compliance Indicators, one (1) nonconformity were assigned against Minor raise to Major Compliance Indicators, three (3)) nonconformity were assigned against Minor Compliance Indicators and five (2) opportunities for improvement were identified.

MUTUAGUNG LESTARI found that Sungai Pinang POM – PT Bina Sains Cemerlang, Sime Darby Bhd complied with the requirements of RSPO Principles & Criteria and National Interpretation, RSPO Principles and Criteria (P&C) for Sustainable Palm Oil Production, Republic of Indonesia - RSPO INA-NIWG, 30 September 2016. RSPO Supply Chain Certification Standard and System For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014, Revised on June 2017 (Module D for CPO Mill)

Therefore MUTUAGUNG LESTARI Recommends RSPO Certification of compliance is continued.

Ref Std.	VERIFICATION RESULT of MUTU-Certification	
PRINCIPLE #1 COMMITMENT TO TRANSPARENCY		
1.1	Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.	
1.1.1.	The Company shows list of stakeholders for 2018 consists of Local government (22 stakeholders), Central Government (6 stakeholders), NGO (6 Stakeholders), Community Leaders (8 communities), Partner Contractors (21 Stakeholders), School (6 stakeholders), Hospitals, Insurance and Banking (7 stakeholders). The documents accessible to public or stakeholders can see at indicator 1.2.1.	
1.1.2.	The company has the SOP information request SPO / 001 / BSC / 2012 valid from 1 November 2012 in which the SOP explained that all requests for information addressed to the manager and then manager review the requisition to be made the response. Head of administration makes the draft of written response, then signed by the Unit Manager before sent to the parties, time of response is 3-15 days. For e.g. letter on July 18, 2018 from Anyar Village, related to the application for the 73rd Republic of Indonesia's Republic of Indonesia Anniversary Fee in 2018. Management has responded to the incoming letter from the new village on August 3, 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.	
1.2.1	There are documents accessible to public or stakeholders PT BSC for 2018 and it's has been approved by estate & factory Manager such as: <ul style="list-style-type: none"> • Land Use Title • Plantation Business Permit • Agreements • Document HCV • Document SIA • Document Waste/application. • EIA 	

<ul style="list-style-type: none"> • Environmental Management Plan / Environmental Monitoring Plan • Guiding Committee of Occupational Safety & Health. • Employee data • Data FFB production • Data production CPO and PK • Data Hazardous Waste • Specification plant machinery • Specifications vehicle engine • Document of sustainable plantation management guidelines. • Human rights policy • Non-discrimination policy. • Prohibition of employing children. 	
	Status: Comply
1.3	
Growers and millers commit to ethical conduct in all business operations and transactions.	
<p>1.3.1</p> <p>The Company has a policy No. 440 / HRM-COC / 07 dated May 24, 2007 about Code of Conduct, which aims to:</p> <ul style="list-style-type: none"> • Realizing the vision of company in a professional and ethical to draw attention to professionalism all stakeholders who ultimately towards the improvement of the reputation and image. • Reduce the risk of conflicts of interest and lawsuits due to negligence committed by individual companies. <p>Based on interviews with contractor, harvesting employees, applicator pesticide, warehouse officers, labor union it's known they already know regarding the code of conduct policy.</p>	
	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.	
<p>2.1.1; 2.1.2</p> <p>The company has a mechanism to identify and evaluate the compliance with the law described in the SOP of Law Terms. PIC who is responsible for identifying the regulation and for evaluating the regulations was legal team and manager. The company has list of regulation consist of international regulation, national regulation, regional regulation and local regulation. Based on list of regulation update on semester II 2018, there are 337 regulation and all files of regulation was saved in softcopy and hard copy.</p> <p>Sighted the evidence of compliance with regulations, for example:</p> <ul style="list-style-type: none"> - OHS Act No 1/1970 and Permenakertrans No 1/2010, the entire employees has been use the appropriate PPE during work, has been trained regarding to the working in noise area and regularly conduct audiometry test for workers who exposed to noise, spirometry test for workers who exposed to dust and cholinesterase /blood test for workers who exposed to chemical. - Has been comply with South Sumatra Governor's Decision Number769/KPTS/DISNAKERTRANS/2017 about the minimum wage reGENCY of Musi Rawas in 2018. - Regulation of the Minister of Manpower no. 6 of 2016 concerning religious holiday allowance for company workers / labors. - Regulation of the Minister of Manpower no 9 of 2016 about OHS working in high places - Plantation Act 39/2014 on plantation and Law No. 5 of 1960 on Main Agrarian Regulations, the entire managed area is in the HGU and already has IUP - Hazardous waste reports for Quarter 1 and 2 of 2018 - 1st Semester RKL-RPL Report 2018 - Reports of quarter 1 and 2 Liquid Waste in 2018 	
2.1.3 & 2.1.4	

The company has a mechanism for evaluating regulatory compliance. Evaluation is done periodically at least 6 months and in monthly meeting its fulfillment has been reviewed and evaluated, the latest audit for the legal compliance conducted on 2 January 2018, audit result shows that the company has been implementing the regulation which relevant to its operational activities. In updating the regulations the company conducts consultations with relevant agencies. All regulations are noted in the list of rules which are always evaluated regularly at least once a year or if there are regulatory/latest requirements referenced by Legal Team. The Estate Manager is responsible to communicating the regulatory summary and monitoring of its implementation. Based on the interviews with relevant agencies (Plantation Agency, Labor Agency and Environmental Body) known that the management unit has fulfilled the regulations related to the plantation, employment and the environment.

Status: comply

2.2

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

2.2.1

Land ownership document showed in Decree of BPN No. 17/HGU/BPN/99 and HGU certificate No 7 date on 12 June 1999 valid until 11 June 2034, for an area of 6,513 Ha on behalf of PT Bina Sains Cemerlang. The transfer of rights and name changes to the name of PT Bina Sains Cemerlang was done on September 29, 2004, BPN registered no. DI.307, 1996/2004, based on notarial deed No. 3 dated October 2, 2000.

Based on field observations and hectare statement document known that the company has managed the land in accordance with the rights owned.

2.2.2

In the situation map no. 36/1991, scale of 1:25000 issued by Head of Measurement and Terrestrial Mapping, as many as 193 poles. Boundary poles maintenance program described in SOP No RSPO/6-1/PPB, evidence of actual implementation can be shown in document of HGU boundary monitoring report. PT BSC has not been able to show clear and well-maintained borders and coordinate point locations in accordance with BPN provisions.

Based on field observation to Block I06, SPE known that the identity HGU pole no. BPN XIX is not readable and its colour has faded, the poles of BPN VI and BPN VII are not available in the field but replaced with auxiliary markers with unequal numbering and shape not in accordance with the old poles.

Based on field visits to boundary poles No. 11, 12 and 13 it was found that the boundary poles number was not in accordance with the specified situation map no. 36/1991. In addition, stakes No. 12 were found to be located in occupied area by another party (community). Nonconformity No. 2017.1 minor upgrade to major

2.2.3, 2.2.4, 2.2.5, 2.2.6

The evidence of land compensation process has been verified in the previous assessment (initial assessment on first certification cycle until Re-certification), the entire compensation process was completed during 1990 - 2005. According to the document of land dispute monitoring, there was 6.20 Ha area that still occupy by community and still in progress of dispute resolution.

Based on interview with community leaders from Anyar Village (an previous land owner) mentioned that currently there is no land conflict that significantly disturb operational activity of the company. It also said that the company does not engage in violence and involving paramilitaries in maintaining operational security.

2.2.2 Status: Nonconformity No. 2017.1 minor upgrade to major

2.3

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

2.3.1, 2.3.2, 2.3.3, 2.3.4

The company has had the procedure regarding to land acquisition in document SOP of Occupational Land Acquisition (No Policy 343 / PSD-OKUP / 11 authorized by HPUI, HPO, GM and Head in Charge on February 23, 2012). All land

acquisition process has been following the national regulation and held in a way that promotes deliberation. Based on interview with community leader from Anyar Village that also ex-land owner known that all operational area has been following land compensation process. All compensation document are available and kept by Plantation Services Department (PSD).

There is no traditional and/or customary right in the HGU area of PT BSC. It has been confirmed through public consultation with communities around (Anyar Village and HCV/EIA report) and related institution.

In the HGU Decree as well as EIA and HCV assessment documents, mentioned that the land of 6.513 Ha is state land (consisting of: directly controlled by country 3,600 Ha; 2,188 Ha is a forest area released under Minister of Forestry Decree No 456 / Kpts-II / 90 dated 24 August 1990; and under decree of Menhut No. 36 / Kpts-II / 1998 covering an area of 731 Ha dated January 14, 1998).

Status: Comply

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

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

3.1.1; 3.1.2

The company has shown a long-term plan for the period 2019-2023 for PT BSC which includes management plan data such as the statement area (TM area, TBM, land clearing, arable land, reserve area, road, drainage, housing, trend oil extraction, cost production, price forecast, financial indicator and others).

The company has shown a document reviewing the 2017 PT BSC budget that reviews the evaluation of achievement compared to the predetermined budget. The discussion includes a review of plant maintenance activities, harvesting, production and so on.

The company has recordings related to the replanting program (5-year projection). The record is listed in the MMCM document and a review is carried out by the management of PT BSC.

Status: Comply

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

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

4.1.1

The company has a plantation procedure in the form of a Reference SOP for the Agronomic Planting Manual for Palm Oil No. Policy; 110 / EST-ARM / 13 consisting of 18 chapters / sections on technical culture of oil palm cultivation was released based on Upstream Indonesia's plantation head memorandum on September 1, 2013. Beside that, the company has procedure of Palm Oil Processing System in the Palm Oil Mill Technical Guidelines consisting of the basics of oil palm processing, oil and palm kernel stockpiling, control of factory wastewater, water treatment and laboratory analysis and others.

Based on field visits and interviews with spray workers in Block E12 Division 1 Bukit Pinang Estate, it is known that workers understand the procedures related to spraying activities such as not spraying near water bodies and not spraying against the wind.

4.1.2; 4.1.3

The company has a list of all procedures for mill and estate operations. The mechanism if there is a change in SOP must be submitted to the head plantation and then considered revising the SOP. The final revision of each SOP will be stored in each estate unit and mill.

The company has a company internal control system that aims to monitor operational implementation in accordance with the SOPs which are carried out, among others, by conducting internal RSPO audits every year, conducting internal audits of mill and estate operations including examining aspects of procedure / SOP implementation and administration as well as monitoring internal.

The company has personnel assigned to internal supervision to monitor the consistency of application procedures in the field, including Plantation Advisory, Mill Advisory and RSPO Internal Audit. The company has also routinely carried out inspections of plantation and factory operations.

4.1.4 Major

The company only accepted/received FFB from his own estate and does not have any smallholder scheme or engagement with FFB supplier.

Status: Comply

4.2

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

4.2.1; 4.2.2

The company already has a Reference SOP for the Oil Palm Planting Manual No. Policy; 110 / EST-ARM / 13 consisting of 18 chapters / sections on technical culture of oil palm cultivation released based on Head Plantation Upstream Indonesia's memorandum (on September 1, 2013). There are guidelines for managing soil fertility, among others, from chapter 8 regarding fertilization and chapter 17 regarding LCC.

Certificate holder (Bukit Pinang Estate and Sungai Pinang Estate) have shown of fertilization realization programs. The recording of fertilizers in Bukit Pinang Estate includes fertilization in Block J018 Division 3 using CCM 44 fertilizer in April 2018 as many as 18,760 kg with a realization of 100% compared to the recommendations set.

The company has shown data on the use of fertilizers per ton of FFB in 2017-2018 for Bukit Pinang Estate. The use of fertilizer per ton of FFB for the period 2017-2018 is 0.03 fertilizers/ton FFB.

Based on field observations in Block 018 Division 1 of Bukit Pinang Estate, it is known that workers understand related fertilization procedures such as not fertilizing close to water bodies and fertilizing according to the recommended dosage.

4.2.3

The company has procedures for leaf analysis (SOP Leaf Sampling Unit No PM 0901 April 1, 2010 which aims that leaf analysis results are a key factor in determining recommended doses. In addition, the accuracy and accuracy of leaf analysis depends on how the correct leaf sampling is performed in the field, the procedure describes the procedures including the supply of tools and materials, determining the LSU block, sampling patterns and sending samples. The company has also indicated that the procedure for guiding sustainable plantation management No. 724 / TQEM-SPMS / 09 dated August 27, 2010 states that land checking is done every five (5) years to determine the nutrients contained in the soil.

The company has shown proof of implementation in accordance with the SOP, among others, showing the report of the final leaf test results with the P63 / 2018 No Test Report dated July 17, 2018 and the last soil sampling taken in 2015.

Based on documents verification of LSU/SSU and interview with workers it is known that leaf sampling, soil and visual monitoring activities are intended to be the basis for determining future recommendations and based on fertilizer requirements on each block.

4.2.4

The company has shown the Sungai Pinang Solid Waste Results (mill) recapitulation document in 2018. Based on these documents it is known that the company has used it as one of the ways to recycle nutrients such as:

- The application of EFB was conducted in Block H020D3 Division 3, Bukit Pinang Estate with an area of 62.92 Ha with a total application of EFB of 433,925 tons with a realization of 100% of the recommendations given (22 tons / ha)
- Application of boiler ash as much as 17.67 tons in September 2018.
- Application of fiber for boiler as much as 1,148.49 tons in September 2018.
- Application of shell for boiler as much as 411.73 tons in September 2018.

Based on the field visit to the replanting area in Block K019 Division 3 of Bukit Pinang Estate, it is known that the company has implemented nutrient recycling by utilizing the chipping results of oil palm plants to increase organic content in the soil.

Status: Comply

4.3

Practices minimize and control erosion and degradation of soils.

4.3.1; 4.3.4 and 4.3.5

Based on documents of semi detail soil survey and Feasibility study 2015 – 2020 mentioned are the distribution maps of slope and fragile soil in the operational area with scale 1:50000. Semi detailed soil survey indicated type of soil in PT BSC are 4,779.9 Ha is moderately suitable, 1,562.5 Ha is Suitable and 132.10 Ha currently unsuitable. Based on semi detail was not identified peat area.

4.3.2; 4.3.6

The company carried out replanting activities for hilly areas with a contour terrace system according to the procedures owned by Agronomy Reference Manual Section 4 Land preparation which explains the construction of terraces for certain slope areas (6 - 25%) and violle system planting systems for hilly areas.

The company has several strategies in managing certain slope areas, such as making silt pits, horse treads, terraces, frond stacking U-shape applications, planting nephrolepis. One effort to resist nutrients and prevent erosion is to make a contour terrace and plant LCC plants.

The company has shown documents on the Lean Area Management program at PT BSC for the period 2017-2018. The realization of the program included planting peasants, planting Nephrolepis biserrata, making terraces in the replanting area, implementing U-Shape, making Road Sidepit and Road Washing Sidepit.

Based on the results of field visits in Block E12, Division 1 of Bukit Pinang Estate, it was discovered that the company had made terraces, planted legumes / cover crops and carried out fringing at the edge of the terrace. This is the company's effort to retain nutrients and prevent erosion / runoff.

4.3.3

The company has shown the Road Maintenance Program document for 2017-2018. The data includes the following:

- The road maintenance program (Upkeep Road) in Bukit Pinang Estate in July 2018 is 26,253 meters, the realization was carried out in July with 26,253 meters (100% realization of the budget).
- The road maintenance program (Upkeep Road) in Bukit Pinang Estate in August 2018 is 26,253 meters long, the realization was carried out in August of 26,253 meters (100% realization of the budget).

Based on the results of a field visit to Blok G021 Division 1 in Bukit Pinang Estate, it is known that the company has carried out road maintenance activities manually, in general the road conditions are in good condition and can be passed by TBS transport trucks.

Status: Comply

4.4

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

4.4.1

The Company has identified the water sources contained in the HCV area identification documents and SEIA documents. The source of clean water for the community (washroom bath) is from rivers but for drinking water is obtained by making wells. In addition, the company has built water bodies to collect rainwater in low-lying areas as a source of water in the event of a long dry season, in addition, the company has marked the application pesticide limit on the border of Pinang River.

4.4.2

The company has SOP for riparian area protection and SOU Memorandum no. The SOP covers the determination of riparian zone and its demarcation. Further, the company has a policy on steep and riparian area protection. The company has mapped the water bodies/river which crossing the company operational area in situation map with scale of 1:50000 covering Pinang River, Durian River, Slinsing River and Air Hitam River.

Based on field observation to riparian area in Sungai Pinang, Block G19 Sungai Pinang Estate, plant upkeep is manually conducted without chemical. There are also marking on palm oil stands as a border of no chemical application in riparian area and planting hardwood tree. The riparian is left over, no replanting activity on that site.

4.4.3

PT BSC has managed its effluent of FFB processing as regulated. Document review shows there is monthly effluent quality against national regulation for waste that is discharge to land application. The company has a permit no 436/KPTS/DLH/2017 to discharge treated effluent onto land application. The effluent quality test result by accredited laboratory

shows that the effluent quality especially BOD, pH and COD has met the national regulated threshold, for period July 2017 – June 2018 the quality BOD has range 157-3335 mg/l from standart 5000 mg/l. Based on the results of the Field Visit to the WWTP Pool, it was found that the Flow Meter in the last pond was damaged and unable to ignite. In addition, based on a document study, the daily discharge of waste in the WWTP pond area was known to have been damaged from September 17, 2018. NCR 2018.01

4.4.4

PT BSC (Sungai Pinang Factory) has well documented the water usage recordings for production and domestic produced from the Water Threatment Unit (WTP) in the form of daily usage records which are then recorded in the monthly Water Usage Report. Records of water use for FFB processing, domestic and factory-cleaning processes. The average water use per tonne FFB for period of January 2018 – September 2018 is 1.62 m3/FFB from budget 2.0 m3/FFB. Based on the results of field visits to the WTP area, it was found that 3 Flow Meters installed were damaged and did not turn on, the Company could not show actual data on monitoring of water use per ton of FFB because the flow meter was damaged. NCR 2018.02

4.4.3	Status: Nonconformity No. 2018.1 with minor category	
4.4.4	Nonconformity No. 2018.2 with minor category	

**4.5
Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management techniques.**

4.5.1; 4.5.2

The company has conduct biological control to reduce population of disease pests, such as planting and beneficial plant care to reduce nettle caterpillars, installation of BOB and monitoring of owls to reduce rat pest and installation of pheromone traps in blocks with sufficient horn beetle populations.

The company has shown a recording of the Integrated Control Pest Census Training activity held on 19 January 2018 in Blok D007 and attended by 10 participants consisting of maintenance labor and head supervision.

Beside that, based on recapitulation of caterpillar and mouse pests in the period June and August 2018. Based on these results, it is known that there were no pest attacks at PT BSC. However, based on the results of interviews with census labor in Blok K19 Division 3 Bukit Pinang Estate, it was found that potential pests during the replanting activity were Apogonia pests.

Based on pesticide use data for the 2017/2018 period, it is known that companies do not use warfarin. Pesticide reduction with warfarin active ingredients is 100% compared to the previous year. (The use of the 2016/2017 period is 350 kg and there is no use of warfarin in the 2017/2018 period).

	Status: Comply	
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**4.6
Pesticides are used in ways that do not endanger health or the environment**

4.6.1; 4.6.2

Certificate holders have procedures in pesticide use activities contained in the Reference SOP of the Agronomic Planting Manual for Palm Oil No. Policy; 110 / EST-ARM / 13. In the plant maintenance section, crop protection and weed control explain the use of pesticides selectively according to the target and target weeds or pests in the field. The company has set a policy not to use Paraquat as contained in the memorandum from the Head Plantations Operation (number: POD-UM-127 / X / 2008, November 4, 2008) regarding Replacement Recommendations for the Application of Paraquat Active Materials in the Minamas.

The company has made efforts to avoid the development of resistance to weeds such as the use of different types of pesticides, regulation of spray rotation and spraying in accordance with selective weeding. In addition, the company has a document on the Monitoring of Pesticides and Chemical Material Toxicity at PT BSC. The document details the type of material used, registration number, control target, acute oral toxicity (oral LD50), dose/ha, LD50, active ingredient (%) and active ingredient / ha.

The company (Sungai Pinang Estate and Bukit Pinang Estate) has demonstrated the pesticide application program listed in the Minamas Management Committee Meeting document, while the plan for applying the pesticide includes:

- Weeding Circle activities in Bukit Pinang Estate conducted in July 2018 have a program covering 471 Ha with realization of 437 Ha (under realization of 34%).
- Weeding Circle activities conducted in Bukit Pinang Estate in August 2018 have a program covering 306 Ha with the realization of 110 Ha (under realization of 64%).

Based on field visits and interviews with spraying workers in Block H014 Division 1 Sungai Pinang Estate, it is known that labors have been spraying according to procedures such as not spraying near water bodies, having knowledge of the types of pesticides used, understanding the dosage used and capable of identifying the target weeds. Based on this, it can be concluded that the company can show procedures and implementation related to security in the use of chemicals.

4.6.3

The company has procedures for integrated pest and disease control in the form of Reference SOP for Agronomic Planting Manual for Palm Oil No. Policy; 110 / EST-ARM / 13 which among others explains plant protection. In the procedure, it was explained that the company implemented an Early Warning System (EWS) system, which did not carry out controls using preventive chemicals, but by routinely monitoring pests and diseases before taking control of pests and diseases using chemicals in the event of an attack.

The company has shown a document on Recapitulation of Pest and Disease Census in which it contains the realization of the implementation of detection activities and census of disease pests. The realization of the caterpillar census activities in July 2018 in Bukit Pinang Estate is in blocks E016D1, D011D1, D012D1 and D013D1. Based on the results of the census, it is known that caterpillar pest attacks are still below the economic threshold, so no control is needed.

Based on the results of a field visit to Block H11 Division 2, Sungai Pinang Estate found that the company had planted useful plants (*Turnera subulata*) in an effort to add live media to predators of caterpillar pests.

4.6.4

The company has set a policy not to use Paraquat as contained in the memorandum from the Head Plantations Operation (number: POD-UM-127 / X / 2008, November 4, 2008) regarding Replacement Recommendations for the Application of Paraquat active materials in the Minamas.

Certificate holder has shown the document Table of Use Chemist 2017-2018, it is known that there has been a decrease in pesticide use with Group IB (Warfarin), the last use of which was carried out in the period 2016-2017. Based on the results of the field visit on the Pest and Disease Census in Block K019 Division 3 of Bukit Pinang Estate, it was found that there were currently no attacks by rat invasion so there was no use of warfarin chemicals.

4.6.5; 4.6.7

The company has procedures related to the Block Spraying System (PM 0800 Document Number April 1, 2017) which aims to control and suppress weed growth in the cultivated plant area. With a spraying system that is done by blocks per block with better quality of spraying, supervision is more focused and productivity is higher. In the procedure, it explains the stages of dissemination activities including health bodied, ban for children/pregnant women, use of PPE, areas that cannot be sprayed, spraying procedures and storage of work tools.

There were training activities for spraying workers, including training for 15 pesticide applicators consisting of 12 women and 3 men in Sungai Pinang Estate and 25 pesticide applicators consisting of 2 men and 22 women in Bukit Pinang Estate.

Based on the results of observations and interviews on spraying activities at BPE (Block E12) and SPE (Block H014). The labor has understood the spray dose used such as spraying with the use of the active ingredient isopropyl amine glyphosate using a dose of 100 ml of chemicals for every 20 liters of water, beside that the company also give the facilities to hand washing for the labor.

Therefore, based on field visit, its known there are a labors did not used appropriate PPE in accordance to MSDS. It was raised non-conformities at indicator 4.7.3.

4.6.6

The company has a SOP for Pesticide Packaging No RA 012 dated August 1, 2016, in the procedure explained about pesticide storage, namely:

- New packets entered are marked on the card showing the type, amount and date of purchase
- Pesticides must be stored in a safe place (locked warehouse), separate from fertilizers, food ingredients, and water sources
- Types of pesticides must be stored separately according to their respective groups
- Empty packaging of used pesticides must be returned to the estate warehouse for safekeeping

The results of the document review on the Use of Chemistry for 2017-2018 include the use of pesticides, among others:

- Use of pesticides with the active ingredient isopropyl amine glyphosate (July - August 2018) in Sungai Pinang Estate as many as 1,316 liters or as many as 65 cans
- Use of pesticides with active ingredient isopropyl amine glyphosate (June - August 2018) in Bukit Pinang Estate as many as 1,389 liters or as many as 69 cans

Based on Monitoring Documents for the Recording of B3 Waste and Non-B3 Waste for the period July - September 2018 are as follows:

- Recording of ex-packets of July 2018 herbicides (cans) in Sungai Pinang Estate as many as 0.0456 tons
- Recording of ex-packets of August 2018 herbicides (cans) in Sungai Pinang Estate as much as 0.04 tons
- Recording of ex-packets of herbicides (cans) in September 2018 in Sungai Pinang Estate as much as 0.04 tons
- Listing of ex-packets of herbicides (cans) in July 2018 in Bukit Pinang Estate as many as 0.001 tons
- Registration of ex-packaged herbicide (cans) in August 2018 in Bukit Pinang Estate is 0.01 tons
- The total recording is 0.1366 tons.

Based on hazardous waste management records documents (Log Book). It is known that 0.0333 tons of shipments have been made and the remaining hazardous warehouse stock is 0 tons.

The company has shown a document on the Use of Chemistry for 2017-2018, a document for Monitoring the Registration of hazardous waste and Non-Hazardous Waste as well as a Log Book. But there are still differences in the recording of 0.1036 tons. Regarding this, the company has not been able to show evidence that all pesticide containers have been managed appropriately in accordance with applicable regulations. This becomes a non-conformity. 2018.03.

4.6.8

Based on document studies and interviews with management, it is known that the company does not apply pesticides by the air.

4.6.9

Pesticide usage is applied by trained personnel which is in accordance with pesticide usage best practices

Company already had MSDS (*Material Safety Data Sheet*) for each agrochemical substance (Pesticide) that describes handling and storage guidance, treatment when accident occurs (First Aid Measures), hazard identification, measures against spillage and leakage, personal protection equipment, physical and chemical characteristics, reactivity and stability, Toxicology information, Ecology information, waste disposal and transport.

The company has conducted pesticide application and handling training to the spraying team dated 21 October 2017 at Bukit Pinang Estate and dated 4 September 2018 at Sungai Pinang Estate. Based on field observation of spraying team SPE and BPE it is revealed that pesticide operator have been equipped with safety equipment such as mask, gloves, apron and safety shoes that are appropriate with incurred hazard identification and MSDS. After work, the sprayer and PPE are stored in a special storehouse at the Estate.

Result of interview with workers finds information that the workers already have knowledge of potential hazard that may arise and its compulsory preventive measures and all workers have been trained, and have understood safe work practices, including prohibition of spraying on river or water bodies, and understanding emergency response in the event of an accident.

4.6.10

There is SOP of Management hazardous waste and Nonhazardous waste (document of hazardous waste & hazardous

material management No.Revision 00) dated March 4, 2016. There are manifest of hazardous waste on September 12, 2018 to PT Gema Putra Buana (party of collecting hazardous waste) with vehicle number B 9689 BXR with manifest number AAT 0022542 pesticides packaging amount to 0,033 Ton; AAT 0022567 medical waste amount to 0,0095 ton and the others.

Interview with residence and sprayers in housing in BPE and SPE showed that residents are prohibited and understood that used-pesticide packages cannot be used for other utilization apart from carry other poisonous material. The company has been carry out training of pesticides handling on 23 July 2018 in Sungai Pinang Estate.

4.6.11, 4.6.12

Medical examinations are conducted routinely to verify the level of exposure and early detection of occupational diseases in high-risk jobs, checks are conducted at PT GPI's central clinic, and type of checks is physical surveillance and cholinesterase test. For example, the last check conducted in 3 April 2018 as many as 15 pesticide operators in the SPE and 31 pesticide applicators in BPE.

Based on field observations and interviews on spraying chemical activities in SPE and BPE the number of employees 7 female workers, known that no employees are indicated exposure to chemicals such as skin irritation and other itches/diseases, and no found spraying operator that is pregnant or breast-feeding. Also confirmed that the workers has been informed the result of the last examination.

4.6.6	Status: NCR No 2018.03 with Major Category.	
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**4.7
An occupational health and safety plan is documented, effectively communicated and implemented.**

4.7.1, 4.7.2

The Company has an OH & S policy endorsed by CEO Minamas Plantation April 1, 2013 in Sustainable Plantations Management Manual No. 1. Policy 724 / TQEM-SPMS / 09, stating that SimeDarby Plantation Upstream Indonesia is committed to effective OSH improvement. Also sighted OSH program for the period 2017/2018 for SPE, BPE and SPF.

Can be shown the results of hazard and risk assessments for plantation and mill in HIRAC documents, which is describes the type of activity, hazard, effect, risk (E, P, R), risk control, residual risk and PIC. The control plan to reduce the risk be undertaken by the company, among others, the establishment of SOP, training, LOTO System, supervision and use of PPE. Specific PPE per each activity and station is described in the OSH SOP no. Doc. 723 / PSQM-PSS / 12 no. doc. 722 / PSQM-PSS / 10. In addition, PPE have considered the recommendation of MSDS and the packaging of materials, for example PPE for agro-chemical spraying for circle weed-spraying are using nose mask while for chemical-spraying for leaf-pest control are using nose mask and face-shield. Both policy and hirac has been displayed in the strategic location such as division offices, estate offices, and storages notice board, it also confirmed during interview to workers that the socialization has been done during morning roll-call. Both mill and estates are conduct medical checks verify the level of exposure and early detection of occupational diseases in high-risk jobs, the latest are done at PT GPI's central clinic, and type of checks is physical surveillance, audiometry, spirometry / thorax scan and cholinesterase test. For example, the last check conducted in April 2018. Based on checks report and company's doctor evaluation result conclude that there is no indication of occupational diseases against workers.

4.7.3

1. The Certification unit has provides the PPE to all workers in Estates and Mill, for example: record of PPE issuances dated 6 January 2018 on SPF, Purchasing 14 Pcs Respirator masks on SPE dated 25 November 2017 and rubber boots on BPE on May 2018.
2. Based on document verification, field observations and interview with several workers in Estates and Mill sighted that:
 - a. One sterilizer operator doesn't use earmuffs.
 - b. The safety shoes of boiler operator in damaged condition, he was explained that safety shoes are given once a year. While the average life time of safety shoes are 8 months, it cause the work location is quite oily.
 - c. Based on interview with two hoisting crane operator, they doesn't have license. While the operators who have license has been transferred to other station license No. 560/1946/Nakertrans/2015 and No. 560/1944/Nakertrans/2015.
 - d. Based on interview with WTP operator, it was explained that he has worked since last month. However, the company doesn't provided PPE's, such as: safety helmet, chemical gloves and masker. It's not comply with PPE's procedure.

- e. Based on interview with boiler operator, there are only one Boiler man License Class I (Parulian Sibarani Reg. P.01.7111.OPK3-PUBT-B.IV/2016) and two Boiler man License Class II. It's not comply with Man Power Regulation No. PER.01/MEN/1988.
- f. According to list name of workers, there are six operator and helper on sterilizer station who didn't have license.
3. SPF Manager dated 3 October 2018 about work rotation: the hoisting crane operator (licenses) back to the hoisting crane station, it cause the average of FFB process is less than 250 tons/day. So that the processing activities are only carried out in one shift only. However, if it refers to the SPF budget period of July 2018 to June 2019. The FFB process are 81,605.11 MT, it was potential two shift operations.
4. Based on field observation and interview with manuring team on manual weeding activity at Block G20/G21, Division 1 SPE. They were explain that all of PPE's and working tools of manuring was stored in BSS home, however based on field observations to the BSS home. There were only seven clean clothes of BSS team.
5. Based on field observation to the manuring activities at block O18, Division 1, BPE is also known that the masks and they didn't use plastic glasses there are not comply with procedure.
6. Based on field observation and interview with BSS team at block E12, Division1, BPE sighted that some workers using dust masks and other workers using carbon mask. When referring to MSDS of 490 SL (Iso Propyl Amine) explained that the PPE's that should be using a Respirator mask (suitable for protection from the haze of pesticides).
7. The certification unit has PPE's Procedure No. 10/BSC-PSQM-ESH/16 dated 1 July 2017, point 3.4. PPE's replacing investigation: if the PPE's was damaged before the life time, it will be replaced with investigation by OHS Committee.

Based on above information, it was raised as **nonconformity No. 2018.04.**

1. The certification unit has not been able to show evidence of the system to ensure that all operators (boilerman, sterilizer, and hoisting crane operators) has license from the Minsitry of Manpower of Republic Indonesia.
2. The certification unit has not been able to demonstrate the effectiveness of the management system of providing, monitoring the usage and storage all of PPE's in accordance to procedures.

4.7.4

Each unit has established an OSH committee and appoints a secretary who has been certified as OSH General Expert, namely: Panahatan Sitorus (certificate Reg No. reg. 5234/PK3/AJ/31/2016/P0) for SPE & SPF, and Marimin (certificate no reg. 9923 / PK3 / AJ / 31/2016 / P1) for BPE. Periodic meetings were held to discuss OSH issues, for example dated 6 March 2018. These meetings include discussing related to the use of PPE, environment cleans, evaluation of work accidents that occurred during the last 3 months and HIRAC review.

4.7.5

Emergency procedures and work accident handling mechanisms written in Bahasa, described in the document: SOP of Preparedness, Response and Recovery (No. 013 / BSC-ESH / 10) August 2, 2010; SOP Fire prevention and combating (Doc. No. 014 / BSC-ESH / 10) August 2, 2010; SOP of Handling of Work Accidents No. 02 / BSC KKS / IV / 09 dated April 2, 2009; and SOP of Earthquake (013 / BSC-ESH / 10) dated August 2, 2010. PT BSC assigns its respective foreman as a first-aider on the work-site. First aid training for supervisors and foreman is done by company' paramedic (doctor) on 2 April 2018. Standard first-aid kits are available in the field, responsible officers can demonstrate first-aid measures in the event of an accident. Based on field visit at SPF sighted there are evacuation route on processing area.

4.7.6

All company's employees have been covered in health services and employment insurance (including accident insurance) in collaboration with PT BPJS. Evidence of membership and activeness can be shown in the form of monthly dues payment receipt, for example payment of period of August 2018 transfer through Bank Mandiri as many as 952 employees (permanent worker and contract worker). There are accidents that require insurance claims, for example in BPE dated 23 August 2018 (harvester) was referenced to Mutiara Bunda Hospital in Lubuk Linggau.

1. The company has agreement with several contractor, for example: CPO transport No. 012/Jasa Pengangkutan/BSC-SIE/XI/2017 dated 1 November 2017 with CV Semangus Indah Ekspres. However there are no clauses about obligation of contractor to register all contractor worker on health insurance and accident insurance.

2. Based on interview with FFB transport contractor, sighted that they has been paid allowance for paying health and accident insurances.

However, the company has not been able to show that all workers have been provided with health services and covered by accident insurance. It was raised as non conformity No. 2018.05.

4.7.7.

Medical examinations are conducted routinely to see the level of exposure and early detection of occupational diseases in high-risk jobs, namely audiometry test to mill employees, blood and cholinesterase test to BSS-team and spirometry test to fertilizer team. For example, the last check conducted in April 2018, result of checks stated that the entire employee are fit for work and there is no indication of exposure to risk such as hearing loss and/or skin diseases. The recording of occupational accidents and monitoring is done using LTA metric, can be shown the accident monitoring report for FY2017 / 2018, with details of: SPF Nil, SPE 4 cases (12 working days lost) and BPE 8 cases (27 working days lost).

4.7.3	Status: NCR No 2018.04 with Major Category.	
4.7.6	NCR No 2018.05 with Minor Category.	

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

4.8.1

There are employee training programs for the period 2018-2019 such as; HSE Management, Hirarc& risk Assessment, review & update MSDS, Implementation PPE, Occupational Health program, pruning technique, Palm harvesting technique, fertilization technique, integrated control pest training and others.

4.8.2

The company has records and maintain the recording training and employees socialization, for example:

- Harvesting and pruning techniques on 5 September 2018
- Fire-fighting training on 2 March 2018.
- Spraying training on 21 October 2017.
- Socialization HIRAC dated 14 July 2018.
- Socialization of HCV on 3 July 2018.
- IPM training dated 14 February 2018.
- LOTO training dated 12 March 2018.
- And others.

Based on interview with several workers in SPF, SPE and BPE, its known that the workers aware regarding to training results.

	Status: Comply	
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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.

5.1.1

The company has EIA document (AMDAL) covering 24,000 ha with mill capacity of 30 ton/hour. The document is legalized by Agribusiness Division of Agriculture Department no. No. 005/ANDAL/RKL-RPL/BA/X/94 dated 18 October 1994. The study include impact analysis on air quality reduction, soil fertility, erosion and sedimentation, water quality, change in vegetation cover and wildlife disturbance, community recklessness, job opportunity and the development of local business and income.

The Revised Environmental Management Plan (RKL) and Environmental Monitoring Plan (RPL) of Plantation and Palm Oil Processing Plant have been approved by the Regent of Musi Rawas 128B / KPTS / IV / 2007 dated 30 October 2007. The estate area is 6,513 ha with 24,000 ha of reserve area, Capacity 30 to 60 Ton FFB/Hour. In addition, this document was created by the Centre for Environmental Research Institute, Sriwijaya University. The team of Amdal Ir. H.M Idris

Naning (Team Leader, AMDAL 1 & B).
Social and Environmental Impact Assessment for replanting activities of PT Bina Sains Cemerlang for 2015-2018 covering 1,774.23 ha consists of 865.90 ha (Bukit Pinang Estate) and 908.33 ha (Sungai Pinang Estate).

5.1.2 & 5.1.3.

There are environmental management and monitoring plans for plantation development activities and palm oil processing of PT Bina Sains Cemerlang include: Public perception, Flora and fauna, Water quality and Aquatic Biota. The implementation of management and monitoring plan is accordance with environmental document and related with regulation.

The company has been review monitoring environmental management plans and environmental monitoring plan every 6 months and it's has been reported to Environmental Agency.

Status: Comply

5.2

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

5.2.1

The company has identified HCV area within its operational area. The identification was conducted by independent consultant of CV POLLITO. The HCV area present in PT BSC are HCV 1.1; HCV 4.1 and HCV 5 in form of riparian area of Pinang River, Durian River, Selinsing River and Air Hitam River for 492 ha that is included in the plantation area (potential HCV Area). The river border area that has been settled into the HCV area of 44.07 ha and is not in the planting area statement

The identified RTE of wildlife species are *Felidae*, *Hylobatidae*, *Ursidae*, *Manidae*, *Hytridae*, *Cercopithecidae*, *Viverridae*, *Bufo* *nidae*, *Macaca nemestrina*, *Alcedo atthis*, *Anthreptes malacensis*, *Chloropsis sonnerati*, *Ictinaetus malayanensis*, *Varanus nebulosus*, and *Naja sp* and RTE species of vegetation species are *Ficus fistulosa*, *Picus*, *Rhodamnia cinerea* and seedling of *Aglaiia tomentosa*.

5.2.2

In accordance with the identified RTE species in PT BSC operational area, the company has developed HCV management plan to protect the species. The related program are the development of flora and fauna protection procedure, monitoring on HCV area and RTE species and socialization of HCV and RTE species protection. However, the management plan shall include target and PIC. Management HCV are done in the form of installation of signs. Delineate and map the boundaries of the HCV area and perform HCV boundary markers by giving red paint on the palm stand and the installation of HCV signboard. It aims to avoid disruption to HCV areas. Based on field visit at Pinang River at block G19 know at the river buffer zone there was any sign board and several plant was planted by the company. the company does not undertake replanting activities in the area defined as HCV

5.2.3

PT BSC programs regular education for the worker and has a policy on harm, capture, hunt or kill RTE species. The regular education on HCV and RTE species to the worker can be found in company HCV management plan and the policy of RTE protection is in form of Internal Memorandum of SOU 22 dated 3 August 2015. The policy has referred to the applied national regulation on protected species. The Company also puts a signboard in the HCV area regarding the prohibition of protected wildlife hunting and sanctions if it violates the applicable laws. Examples of HCV socialization of protected species and plants and the prohibition of animal hunting among others

- August 13, 2018. Socialization to Surrounding village by sending written letters to surrounding villages regarding prohibitions on hunting and the importance of HCV areas
- July 6, 2018 held at Sungai Pinang Estate. Socialization activities were followed by 12 employees
- July 6, 2018 socialization to villager at Sungai Pinang and Semangus Baru Village were followed by 40 villagers
- Based on field visit to the housing complex of Division I Sungai Pinang Estate there is no found any employees who capture and keep protected wildlife.

Based on interview with workers it was known that the labor had understood the types of animals protected. In addition, the labor also explained that socialization related to RTE species was carried out during the morning briefing.

5.2.4

Monitoring results have been documented and reported in RKL and RPL. The Company has undertaken a flora and fauna conservation program in PT BSC. Activities carried out in the form of direct monitoring of the field and the installation of signboard in the river buffer. Type found in HCV area type leopard cat, porcupine, *Macaca fascicularis*, wild pig, black hawk (*Ictinaetus malayensis*), white-breasted waterhen bird (*Amaurornis phoenicurus*), lizard (*Varanus salvator*), javan coucal bird (*Centropus nigrorufus*). *Bubut alang-alang, Kareo Padi, and the others*

Based on the results of monitoring evaluation of the existence of flora and fauna in the second semester of 2017 and first semester 2018 period showed that the disruption to flora and fauna tends is decreased. This is due to the prohibition and socialization to employees and surrounding communities to not do the hunting of animals and logging that causes disturbance of flora and fauna.

5.2.5

Based on interview with the villagers and community figures of Muara Rengas and Semangus Baru Villages is informed that there is no HCV area containing local rights. And based on HCV map and company operational area map seen that all HCV area is in company HGU area. Based on presented evidence and the actual condition during the field visit, the company has complied with criterion 5.2 on HCV identification and its management.

Status: Comply

5.3

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

5.3.1.

Identification of waste and pollution sources in Sungai Pinang Factory for 2017 include:

- Boiler Station: SO₂, NO₂, HCL, NH₃, HF (Pollution) and solid waste ash.
- Genset Station: SO₂, NO₂ and CO (Pollution) and Battery Used; Oil filters, diesel and oil filters.
- Waste liquid (WWTP): Ammonia (NH₃), CH₄, and CO₂.
- Factory operations: worker gloves, cloth rags.

In addition, the identified waste and pollution source in estate are manuring activity, clinic, workshop, spraying activity, office, warehouse and housing complex, generator use and transportation.

In the document of waste and pollution identification has been describe the plans to avoid or reduce the pollution. For example: liquid waste generated from mill managed in the WWTP to reduce the BOD and conduct the quality test in monthly basis and then applied to plantation area.

5.3.2

The Company shows Temporary storage permit hazardous waste PT BSC according to Decree of Regent of Musi Rawas number 444 / KPTS / BLHD / 2014. The temporary storage location (TPS) of hazardous waste is located at LS: 02°59'3.00 "and BT: 103°24'15.7" which is valid for 5 years since June 13, 2014. There is a recommendation for temporary storage extension of hazardous waste with letter number 503 / 168 / III / BLHD / 2016 dated May 19, 2016 from environmental agency of Musi Rawas Regency.

There are hazardous waste manifest on September 12, 2018 to PT Gema Putra Buana (Collecting Party Hazardous waste) with vehicle number B 9689 BXR include:

- manifest number AAT 0022569 expired chemical 0,9045 ton
- manifest number AAT 0022567 liquid waste 0,0095 ton
- manifest number AAT 0022544 Contaminated fabric 0,0080 ton
- manifest number AAT 0022543 Ex Accu 0,1800 ton
- manifest number AAT 0022542 Ex Pesticide 0,033 ton
- manifest number AAT 0022541 Ex Used Lights 0,0031ton
- manifest number AAT 0022540 Used Oil 0,0495 ton
- manifest number AAT 0022539 Used oil 0,8581 ton

Vehicle No. B 9689 BXR has been granted a license to carry a special freight transport from the Ministry of Transportation of the Directorate General of Land Transportation (SK 3716 / AJ.309 / DJPD / 2016 / 310730185BB-0088). Cooperation

Agreement between PT Bina Sains Cemerlang with PT Gema Putra Buana on Cooperation of hazardous Waste Transportation and Utilization Service (Number 173 /TJS/BSC/GPB/X/2018).

5.3.3.

The Company has undertaken waste management as outlined in waste management procedures such as:

Liquid waste.

The liquid waste produced by Factory consists of the liquid waste from the processing of FFB and the wastewater from the washing of the factory (domestic) all the waste product of the factory is disposed to WWTP. The liquid waste then sterilized and clarification / purification process until the parameter of BOD, COD produced can't exceed the threshold/standards and it's can be streamed to land application

Domestic waste

Domestic waste is collected and transported weekly to the Landfill twice a week.

Solid waste

Solid waste is not burned, empty fruit bunch is used as mulch & fertilizer on palm oil plants, fiber & shells are used and managed for fuel as well as boiler ash used for road and fertilizer piles.

Status: Comply

5.4

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

5.4.1

The Company has utilized Shells and Fiber as boiler fuel for turbines and analyzed for efficiency each month. Efforts to improve the efficiency of fossil fuels are put in SOP document of non-hazardous solid waste utilization in the form of shell and fiber as fuel of boiler to replace diesel fuel. As proof of implementation, available document monitoring the use of renewable energy source form of shell and fiber in PT BSC. The used of renewable energy is 17.57 kwh/ton FFB.

Status: Comply

5.5

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

5.5.1; 5.5.2

The company has demonstrated the procedure for Reference to the Oil Palm Planting Manual No. Policy; 110 / EST-ARM/13 Upstream Indonesia plantation head memorandum on the September 1, 2013 replanting. In the procedure, it was explained that land clearing or replanting was not done by the burning method.

Based on the results of field observations to the K19 Division 3 Bukit Pinang Estate block, it was found that there was no indication of replanting activities using the burn method, the company carried out replanting activities by means of chipping.

Status: Comply

5.6

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

5.6.1

Identification of waste and pollution sources in Sungai Pinang Factory for 2017 include:

- Boiler Station: SO₂, NO₂, HCL, NH₃, HF (Pollution) and solid waste ash.
- Generator Station: SO₂, NO₂ and CO (Pollution) and Battery Used; Oil filters, diesel and oil filters.
- Waste liquid (WWTP): Ammonia (NH₃), CH₄, and CO₂.
- Factory operations: worker gloves, cloth rags.

In addition, the identified waste and pollution source in estate are manuring activity, clinic, workshop, spraying activity, office, warehouse and housing complex, generator use and transportation.

Based on interview with workers in mill such as boiler operator, engine room operator and sterilizer known that the workers has been understood regarding to the risk on noise and appropriate PPE has been provided such as ear-muff and ear-plug.

The SPF has been tested the noise level on mill station, as follows:

Location	Units	Test result
Boiler station	dB	92.6
Engine room		98.1
Sterilizer		88.5
Clarification		91

In addition, The warning signs are posted at high noise areas. Example: Use of PPE, compulsory ear protection, and entry ban for unauthorized persons.

5.6.2.

The Company shows plans to reduce or minimize GHG emissions for 2017, such as

GHG Sources	Reduction efforts
Land Clearing	The application of zero burning in the land clearing process by tumbling minced method and CECT.
	Conducting cover crop such as LCC.
	Reforestation or re-planting of buffer zone and HCV areas
Use of pesticides	Reduce pesticide use by developing biological control for pest such as beneficial plan, Barn Owl Box (BOB) and selective weeding.
Application of fertilizer	Conducting FFB as fertilizer alternative to reduce the amount of inorganic fertilizer.
Emissions from motor vehicles	Restrict the speed of motor vehicles in the estate, conduct routine vehicle maintenance, and ensure all roads are in good condition with a road maintenance program.

In addition, the mill has done training to workers routinely regarding to the safe working in noisy area, and the way to use PPE to avoid and reduce noise exposure. Based on field visit to mill known that the workers has use the appropriate PPE such as earplug/ear-muff, during the interview confirmed that the operator in the noisy location no more than 8 hours. The mill has conducted noise testing at stations such as boiler and sterilizer and known that noise level not exceeding 85dBA.

5.6.3.

The Company show calculations Palm GHG Version 3.0.1 for 2017 year include:

Emissions per Product	tCO ₂ e/tProduct
CPO	1.84
PK	1.84

Production	t/yr
FFB processed	52,9523.73

CPO Produced	12,848.641
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Extraction	%
OER	21.59
KER	5.14

Land use	ha
OP Planted area	6154.41
OP planted on peat	0
Conservation (forested)	72.29

Summary of field emissions and sinks

	Own Crop			Group		3 rd Party	
	tCO ₂ e	tCO ₂ e/ha	tCO ₂ e/t FFB	tCO ₂ e	tCO ₂ e/ha	tCO ₂ e	tCO ₂ e/ha
Emissions							
Land conversion	55266.65	8.98	0.93				
*CO ₂ Emissions fertiliser	8290.45	1.33	0.14				
**N ₂ O Emissions	4444.62	0.72	0.07				
Fuel Consumption	1628.81	0.26	0.03				
Peat Oxidation	0	0	0				
Sinks							
Crop sequestration	-52385.45	-8.51	-0.88				
Conservation Sequestration	-662.9	-0.11	-0.01				
Total	16501.18	2.68	0.28				

Summary of Mill Emissions and Credits

	tCO ₂ e	tCO ₂ e/tFFB
Emissions		
POME	12041.4	0.2
Fuel consumption	657.23	0.01
Grid electricity	0	0
Credits		
Export of grid electricity	0	0
Sales of PKS	0	0
Sales of EFB	0	0
Total	12698.63	0.21

Palm oil Mill Effluent (POME) Treatment

Divert to compost	%
Divert to anaerobic digestion	100%

POME Diverted to Anaerobic Digestion

Divert to anaerobic pond	100	%
Divert to methane capture (flaring)	0	%
Divert to methane capture (electricity generation)	0	%

Palm GHG Calculation Options Using Apply Full Version

CH has conducted GHG emission calculations period 2017 make use of Calculator Palm GHG version 3.0.1. Accurate data has been put into the RSPO PalmGHG Calculator (Palm GHG version 3.0.1) and has been verified. Summary of net GHG emissions from PalmGHG calculator of the audit report which calculation option is applied full Version for the reporting.

The mil has monitored emission regularly per 6 months, the result are reported in RKL/RPL report. Based on interview with management representative mentioned that the mill has been installed the Ringleman Smoke Observation Chart.

Status: Comply

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

6.1

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

6.1.1

The company has conducted a social impact assessment of oil palm plantation management in July 2011 conducted by POLLITO. The report includes about community involvement that aims to solicit inputs related to environmental and social aspects of society.

They also conducted a SEIA Replanting Plan study in October 2015 for the replanting period 2015 - 2018 by Aksenta. This review is intended to review the possible environmental and social impacts of the intended activity, and provide suggestions and guidelines for managing those impacts. On social and worker aspects, replanting contractors recruit local workers and seek to increase people's incomes.

The company already has SIA program for the period 2017 - 2018, among others:

- Job vacancies for surrounding communities
- Improvement of economic empowerment through utilization of local contractor
- Scholarship program
- Road maintenance program for the community
- CSR program: flood victims assistance, lebaran grocery eid, qurban animal support, mosque building assistance, road repair assistance

Based on interview with community leader from Anyar Village known that the company has involving the local community in operation activity through opening employment or business opportunity. Some villager are working in plantation or mill, some other take partnership with the company as local contractor (grass cutter in will, FFB transporter, etc).

6.1.2

The communities involved at SIA Assessment in July 2011 conducted by CV POLLITO has documented in the list of public hearing presentations at 10 January 2010 i.e Forestry Service, Regional Environment Agency, Plantation Service, Social Service, Local NGO, Community Leaders, Customary Leaders, Youth Groups, etc. The form of stakeholder involvement is done by discussions, interviews, and field checking and telephone contacts.

6.1.3 and 6.1.4

The Company has conducted a social impact evaluation conducted on 25 July 2017 from new villages, Sungai Pinang and Semangus Baru. Through the questionnaire result from 19 participants, the company has been follow up social issues (including the replanting issue) and set the management plan of social mitigation for 2017 – 2018. Several social impact management plan are concerning on job opportunity for surrounding villagers, CSR program, internship program, scholarship program, community participation in evaluation on social impact mitigation. The evaluation is conducted regularly every semester for social impact mitigation in RKL-RPL report and yearly for such as CSR and scholarship program.

6.1.5

Currently, the company does not have engagement with smallholder or any FFB supplier.

Status: Comply

6.2

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

6.2.1.

The Company has a procedure of communication and consultation with the public with the document number 000/BSC-KKM/IV/010 I dated on April, 2 2009. In this procedure is explained that if there is something that want to consult with the community, the manager gave a letter through the village chief and manager unit provides maximum limit of ten days for the public to respond to the letter. Manager unit reanalysed letter of response from the public. When required manager unit invited community representatives to communicate directly. Interviews with Muara Rengas, Semangus Baru villages and contractors they have been socialized related to Communication and Consultation SOP.

6.2.2.

There is a PIC assignment letter for social workers on behalf of Hilman Pribadi and Ahmad Yani dated December 1, 2016 who have duty to respond the requests for information and social issues at PT BSC. This appointment letter is approved by PT BSC Manager.

6.2.3.

The Company shows list of stakeholders for 2018 consists of Local government (22 stakeholders), Central Government (6 stakeholders), NGO (6 Stakeholders), Community Leaders (8 communities), Partner Contractors (21 Stakeholders), School (6 stakeholders), Hospitals, Insurance and Banking (7 stakeholders). The CH was record the communication in logbook communication and complain.

Status: Comply

6.3

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

6.3.1

Associated with open systems, which is accepted by all parties affected, to receive complaints and resolve disputes in an effective, timely and correct way, the company has had:

- Public Grievance Redress SOP (No.005 / BSC-PKM / IV / 09 dated 2 April 2009); where every complaint is addressed to the manager through the Head of Section, Head of the complaints recorded in the register book.
- SOP / 006 / GPI / 2012 dated 1 November 2012 concerning the handling of employee complaints where employees take the discourse complaint to assistant through supervision respectively. Complaints are recorded in the register book and if it is still within the limits of the authority of an assistant, then assistant to immediately provide a response to the complaint.
- The Company is committed to protecting each complainant if the complainant feels threatened. It is set in the code of conduct with policy No. 440 / HRM-COC / 07 Chapter VI on enforcement of the code of conduct section B points three (3) management is required to provide protection against the complainant

Based on interviews with workers (Worker union, gender committee, and others) and surrounding communities (villages Semangus Baru and Muara Rengas Village), they have to understand the grievance mechanism to the company.

6.3.2

Based on interviews with Workers Union and Gender Committee of BPE & SPE it is known that if there is a complaint then the complaint is submitted to the foreman and recorded on the employee complaint book while for complaints from the village recorded in the log book letter. Some examples of complaints that has responded and documenting as follows

- Complaints of employees' kitchen door damage on June 4, 2017 and the company responded with preparations for improvement in the form of proof of material purchase for housing improvement is available.
- The company shows evidence of road Maintenance documentation in Anyar village in June 2017.

Status: Comply

6.4

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

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. There is no traditional and/or customary right in the HGU area of PT BSC. It has been confirmed through public consultation with communities around (Anyar Village and HCV/EIA report) and related institution.

6.4.2 and 6.4.3

The results of document review, field visit and interviews show that the CH does not perform new expansion since Re-certification assessment until this surveillance audit. The latest land compensation has been conducted in 2005.

Based on the results of public consultations with community leaders and former landowners, an agreement of compensation value for land compensation in the initial land clearing period was based on mutual agreement. The entire process of paying compensation is always witnessed by the village head, sub-district head and TNI / Polri officers.

Status: Comply

6.5

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

6.5.1

There is South Sumatra Governor Decision Number 769/KPTS/DISNAKERTRANS/2017 regarding Minimum Wage Province of South Sumatera Year 2018. Minimum Wage of Musi Rawas District Year 2018 is IDR 2,725,800, - per month with standard 7 working hours or 40 working hours per week. This decree is effective from January 1, 2018. In addition, there is Inter-Office Mail from HRM General Manager No.001/RSP-i2/I/2018 dated 13 January 2018. Regarding Daily and Monthly basis permanent worker for 2018 for South Sumatera region (PT BSC). From January 1st, 2018 the wage paid for the Daily basis permanent worker is IDR 2,725,800, - /month plus rice. Based on document verification and interview with several workers in mill and estates sighted that the company has been paid wages in accordance to minimum wage regulations.

6.5.2.

The Company showed the CLA of BKS PPS (Cooperation Agency of Sumatran Plantation Company) with the Central Executive of the Federation of Agricultural and SPSI Agriculture Workers Union No. Decision by the Director General of Industrial Relations and insurance Development No.Kep.88 / PHIJSK-PKKAD / PKB / VI / 2015. The CLA explains among others working time, wages, overtime working hours, working equipment, occupational safety and health and social security and social assistance. Based on the employee list in 2018 there are non-permanent daily workers, for example: Agreement Letter for non permanent workers (SPK 009/BSC/PKWT-Panen/I/2018) with terms of agreement dated 1 January to 30 June 2018. Based on interview with contract worker, they know the right and obligation.

6.5.3.

Based on document review in 2018, there are housing for employees 88 unit include 47 unit (Factory Sungai Pinang), 15 unit (Sungai Pinang Estate), 24 Unit (Bukti Pinang Estate) and 2 unit (SPF Contractor). The company has also provided daycare, kindergarten, elementary and junior high school and school bus facilities.

Based on field observation to the housing complex at Division 3, BPE sighted that several houses on damage condition. In addition, based on interview with several workers in SPE, SPF, Gender Committee and Workers union; they were complaint about damage of housing. Sometime, it take enough time to wait the repairs from the company. While based on interview with management, it was explained that the Central Housing Complex (CHC) consturction was constrained. It causes the contractor was not willing to pay the retribution from Anyar Village for each material trucks. The company to be consider to continuing Central Housing Complex (CHC) construction for estate and mill workers. (OFI).

6.5.4.

Based on the results of the visit and interviews with employees in the housing that employees can easily obtain a source of food with the stalls in the housing and sellers of vegetables and fish that come to sell to the housing location. Employees also can buy groceries and daily necessities in traditional market of Muara Rengas village that operates every Sunday.

Status: Comply

6.6

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

6.6.1.

The company's policy that gives the freedom of workers to organize is described in the Guidelines for Sustainable Plantation Management-Social Policy at points 5 (No.Policy 724 / TQEM-SPMS / 09 dated 27/08/2010). At that point explained that the Company is expected to respect the rights of all employees to form and join a community of trade unions of their choice and negotiate together.

Decision Letter Number: 10-100 / SK / L / XII / 2016 regarding approval / inauguration of composition and personnel of work unit of SPPP-SPSI BPE PT BSC period from 2016-2021 year.

6.6.2.

There is Records of labor union dated 18 April 2018 about all worker union unit is agree to using rice allowance system than money allowance. Based on interview with workers union, they were explain that company has provided building and other for the worker union activities.

Status: Comply

6.7

Children are not employed or exploited.

6.7.1.

PT Bina Sains Cemerlang has a policy regarding age requirements for workers. These policies are listed in:

- Guidelines for Sustainable Plantation Management is the sub Social Policy, point 6 (No. Policy: 724 / TQEM-SPMS / 09, dated 27/08/2010). Plantation Upstream explained that Indonesia does not utilize manpower minors (children).
- Collective Labor Agreement in 2015-2017 article 16 point 1.2 of the general requirements that must be met in the reception Labor candidate, in sub-point 1.2.2 explained that prospective employees at least 18 years old at the time of admission.

Based on field visits in plantation and mill area (BPE, SPE, Factory and Labor Union), there is no child labor was found. Based on data of employees of Sungai Pinang Factory for August 2018, there are no child labors aged 15 or 18 years.

Status: Comply

6.8

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

6.8.1, 6.8.2 & 6.8.3.

PT Bina Sains Cemerlang has had a policy of equal opportunity and treatment in employment, which is contained in the Guidelines for Sustainable Plantation Management, sub Social Policy in point 1 (No.Policy 724 / TQEM-SPMS / 09 dated

27/08/2010). At that point made clear that all staff / employees should be treated properly and fairly in matters relating to recruitment, advancement, conditions and job description, regardless of race, degree, ethnicity, gender, skin colour, imperfections (defects), sexual orientation, company membership, political views, religion and age.

Based on field visits in harvesting, spraying, Sungai Pinang Factory and employee list there is no discrimination among employees. Every employee gets the same opportunities to work.

Status: Comply

6.9

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

6.9.1, 6.9.2 and 6.9.3.

Sustainable Plantations Management Manual-Social Policy Sub (No. Policy 724 / TQEM-SPMS / 09 dated 27/08/2010), concerning the protection of women workers from crime and sexual harassment and protecting rights relating to female reproduction. There is socialization of sexual harassment treatment conducted in June 2017. The organizational structure of PT BSC Gender Committee is valid from 1st of January to 31st December 2017.

The Company has a Memorandum of Chairman SOU 22 employees related to the treatment of pregnant and breastfeeding were circulated throughout the operating unit management. This memo contains about:

- Female employees who are pregnant or breast-feeding pregnant and prohibited from dealing directly with chemicals (spraying and fertilizer).
- Prohibited to employ pregnant women workers, who according to doctors harmful to the health and safety of her pregnant when working from 23:00 until 07:00 (Law No. 13 clause 76, paragraph 2).
- Workers who are still breastfeeding their children should be given the opportunity to breastfeed her child if it should be done during work (Law No. 13 clause 83).

In the CLA also explained about mechanism that contains complaints if any complaints of workers cultivated settlement between workers and their supervisors directly. And paragraph 3: if it cannot be resolved can continue the complaint through the labor Union.

Interview with pesticide applicators and manuring workers in SPE and BPE, workers get menstruation leave (H1). In addition, they already know the representatives of the gender committee and the reporting mechanism.

Status: Comply

6.10

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

6.10.1 and 6.10.2

The company only accepted/received FFB from his own estate and does not have any smallholder scheme or engagement with FFB supplier.

6.10.3 and 6.10.4

The company unit has been working with local contractors, contract that has been signed by both parties is available. For example agreement letter No. 013/Potong Rumpu/BSC-SPF/VI/2018 dated on 5 June 2018 and agreement letter No. 016/SPK-Lokal/TBS/BPE/VII/2018 dated 26 July 2018. Both of contract are local contractor. Based on document verification, those local contractor has been paid according to the contract and on time.

Status: Comply

6.11

Growers and millers contribute to local sustainable development wherever appropriate.

6.11.1 and 6.11.2

Based on interviews with community leaders obtained information that the existence of the company had made a positive contribution to the community with the opening of transportation access, information, employment and business opportunities. More than 50% of plantation and factory employees are local people. Besides that there are also many who have partnerships with companies for the work of transporting FFB, CPO / Kernel, construction of facilities / infrastructure etc.

The company also offers a scholarship program for outstanding students to study at universities that have engage with companies. This information has been submitted to village heads and community leaders even though the number of candidates still less than 5 person in a year.

Status: Comply

6.12

No forms of forced or trafficked labour are used.

6.12.1, 6.12.2 and 6.12.3.

Based on document review and field observation in spray, harvest, and Sungai Pinang Factory activities, no labor is traded in any form. And there are no foreign workers working in PT BSC.

Based on field observation and interview with workers for example in SPE and BPE known that there is no found any illegal workers (such as harvester wife or other family members) for loose-fruit picker activities. Stated that the workers has been understood regarding to company policy.

Status: Comply

6.13

Growers and millers respect human rights

6.13.1.

The Company has a policy related to the protection of human rights in the form of a memorandum of respect for human rights policy Number: ist/int/ VII/ 2015, dated June 25, 2015. The document was signed by SOU-22 Chairman of Sungai Pinang.

There is socialization of human rights, which was held on April 25, 2017 to employees of BPE. Participants as many as 46 Employees (Evidence photo and attendance list) and socialization of human rights policy for SPE employees on 14 May 2017. Located in Division 1 BPE. Attendees were 42 employees (evidence photos and attendance list).

Status: Comply

PRINCIPLE #7 Responsible development of new plantings

7.1

A comprehensive and participatory independent social and environmental assessment is undertaken prior to establishing new plantings or operations, or expanding existing ones, and the results incorporated into planning, management and operations.

7.1.1; 7.1.2 and 7.1.3

The company does not conducted new planting after Nov 2005 and the replanting was started in 2010 and the company has conducted SEIA for social impact of the replanting activity by Aksenta. SEIA focus on environmental impacts from replanting that affects the surrounding community including the company worker and job opportunity for local people in replanting activities. Evidence of community participation is available for each social impact study.

Status: Comply

7.2

Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.

7.2.1 & 7.2.2

The Company does not have the development of new areas after Nov 2005, It's currently conducting replanting. The company has a land suitability map by the document Semi- Detailed Soil Survey and Feasibility Study 2015 - 2020. In generally, topography of the company area is undulating with elevation 10-200 meters above sea level. The type of soil found in the area is Ultisol.

Moreover, according to Slope Map, it is revealed that the slope of Sungai Pinang Estate is about 0 -4 % (flat) for 579.10 ha, 4 - 12 % (undulating) for 182,20 ha, 12 - 24 % (rolling) for 2,042.80 ha, 24 - 38 % (hilly) for 188.70 ha, and in Bukit Pinang Estate is about 0 -4 % (flat) for 49.30 ha, 4 - 12 % (undulating) for 36,10 ha, 12 - 24 % (rolling) for 2,176.60 ha,

24 – 38 % (hilly) for 984.40 ha and 38 – 50 % for 138.20 ha

Based on field observation in Blocks H13 Division I SPE and block K019 Division 3 BPE The company has had strategy to manage the slope area like holding the erosion back as well as the surface run off by maintaining vegetation with selective weeding, creating silt pit, EFB application to increase the soil fertility and LCC planting

According to the result of field visit to the replanting area Blocks H17 Division 1 SPE and, there is an implementation on the slope area management. For example, the construction of terrace, EFB application and LCC planting. The EFB application on the replanting area is functioned as the organic mulches and to increase the soil nutrient, especially at the terrace area due to the lack of soil nutrient and organic ingredient.

Status: Comply

7.3

New plantings since November 2005, have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.

7.3.1 ; 7.3.2

Document review and interview showed that the company is performed land clearing after November 1, 2005 without preceded by the identification of HCV. Sime Darby Plantation Sdn Bhd, as the parent of PT BSC has conducted disclosure of liability in accordance with the letter from the Head of PSQM Department on July 15, 2015 which explained that PT BSC is performed land clearing in the period of November 2005 to November 2007 and land clearing in the period of December 2007 to December 2009. The validation progress of Remediation and Compensation Plan (RACP) for the area opened since November 1, 2005 without preceded by the identification of HCV in accordance with RACP. Based on a letter from RSPO August 10, 2017 is known PT Bina Sains Cemerlang is currently in the process of the LUCA submission, and then in this audit the management showing the update of RACP status submission, in 31 July 2018 RSPO has reverted that the contract of LUCA reviewer is undergoing review and that SDP LUCA is still in queue. 27 August 2018 SDP has submitted all shapefiles for the remaining management units to RSPO office. OFI

7.3.3; 7.3.4 & 7.3.5

The results of document review and field visit show that the company does not perform new expansion since ASA-3 until ASA-4. The oldest planting year in PT BSC is 1991. Areas defined as HCV has been managed by the management unit as described in Criterion 5.2.

Status: Comply

7.4

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

7.4.1 & 7.4.2

The Company does not have the development of new areas after Nov 2005, It's currently conducting replanting. Based on semi detail soil survey and Feasibility study 2015 – 2020 there is the area consist of currently unsuitable covering 132.10 Ha and moderately suitable with covering 4,779.9 Ha. The limitation factor are topography and soil fertility. -All area if get the maximal input will be Suitable for the area who moderately suitable and moderately suitable for ther area who unsuitable area. Based on field observation and interview with management the effort that conducted by company to minimize the limitation factor are:

1. Soil Fertility Management
 - Planting legume cover crop
 - EFB mulching in the circle of new planted
2. Fertilizer management
 - fertilization according to the analysis of nutrient (nutrient balance)
 - maximizing fertilizer use efficiency (type of fertilizer and application time)
3. Minimize erosion, nutrient bleaching, and enrichment of water stock
 - the manufacture of silt pit,
 - cultivation terrace system in hilly areas

Status: Comply

7.5

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

There is no new planting since 1 January 2010.

There is no traditional and/or customary right in the HGU of PT BSC, it has been confirm through public consultation with communities around (Anyar Village and Board of AMAN Foundation) and related institution.

In the HGU Decree as well as EIA and HCV assessment documents, mentioned that the land of 6.513 Ha is state land (consisting of directly controlled by country 3,600 Ha; 2,188 Ha is a forest area released under Minister of Forestry Decree No 456 / Kpts-II / 90 dated 24 August 1990; and under decree of Menhut No. 36 / Kpts-II / 1998 covering an area of 731 Ha dated January 14, 1998).

Can be shown Occupational Land Acquisition SOP No Policy 343 / PSD-OKUP / 11 authorized by HPUI, HPO, GM and Head in Charge on February 23, 2012.

Status: Comply

7.6

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

There is no new planting since 1 January 2010.

There is no traditional and/or customary right in the HGU of PT BSC, it has been confirm through public consultation with communities around (Anyar Village and Board of AMAN Foundation) and related institution.

In the HGU Decree as well as EIA and HCV assessment documents, mentioned that the land of 6.513 Ha is state land (consisting of directly controlled by country 3,600 Ha; 2,188 Ha is a forest area released under Minister of Forestry Decree No 456 / Kpts-II / 90 dated 24 August 1990; and under decree of Menhut No. 36 / Kpts-II / 1998 covering an area of 731 Ha dated January 14, 1998).

Can be shown Occupational Land Acquisition SOP No Policy 343 / PSD-OKUP / 11 authorized by HPUI, HPO, GM and Head in Charge on February 23, 2012.

Status: Comply

7.7

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

7.7.1 & 7.7.2

The Company does not have the development of new areas, it's currently conducting replanting. The Company is committed to open land without burning (zero burning) during land clearing as stipulated in the policy of protection of the environment on 30 April 2013 and described in the SOP Reference Manual Agronomy planting oil palm on 1 September 2013. Based on the field visit in replanted areas are not found replanting activity with burn method.

Status: Comply

7.8

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

7.8.1 and 7.8.2

The company does not conducted new planting after Nov 2005 and the replanting was started in 2010. However the company has calculated its significant GHG emission using Palm GHG calculator version 3.1 in which the source of GHG emission and emission generated from company operational activities is detected. The mitigation plan is developed and

the implementation is in place (refer to 5.6). However, HCS assessment is not a mandatory since there is no new expansion for palm oil planting, HCS assessment is not a mandatory. But still the GHG calculation conducted informs the emission released to the atmosphere and the sequestration in the palm oil plantation.

Status: Comply

PRINCIPLE #8 Commitment to continuous improvement in key areas of activity

8.1

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

8.1.1

The company has mechanized related transportation activities of FFB (tractors equipped with grabber). The company has already has a internal audit RSPO 2018, the non-conformance has already fulfilled.

Status: Comply

3.2 Summary of Assessment Report of Supply Chain Requirement

3.2.1. General chain of custody requirements for the supply chain

Clause	Requirement
5.1	Applicability of the general chain of custody requirements for the supply chain
5.1.1	<p>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.</p>
	<p>Facility usually sold their CSPO and CSPK directly to the buyer according to the contract or sent to rent bulking in Palembang. All dispatch process documented in mill and marketing in Jakarta. For example:</p> <ul style="list-style-type: none"> • CSPO sold as conventional according to the contract number No. 00376/BSC/KTR-MKS/LOK/VI/2018 to PT. Indokarya Internusa. • CSPK sold as conventional according to the contract number No. 00145/BSC/KTR-IKS/LOK/XII/2017 to PT.Kurnia Tunggal Nugraha.
	Status: comply
5.1.2	<p>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.</p>
	Facility usually sold their CSPO and CSPK directly to the buyer according to the contract or sent to rent bulking in Palembang.
	Status: comply
5.1.3	<p>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.</p>
	<p>Sungai Pinang POM – PT. Bina Sains Cemerlang, has registered in RSPO membership 1-0008-04-000-00 (Sime Darby Plantation Berhad).</p> <p>Sungai Pinang POM has been registered in IT platform palm trace RSPO https://palmtrace.rspo.org/web/rspo/member-directory which information as follows:</p> <ul style="list-style-type: none"> • Member Name: Sime Darby Plantation - Sungai Pinang POM – PT. BSC • Account UID: RSPO_AC1000000325 • Core Product: Palm Oil • Member ID: RSPO_PO1000000316 • Member Category: Oil Mill • Licenses status: expires 11/28/2018
	Status: comply
5.1.4	Processing aids do not need to be included within an organization’s scope of certification.

Facility has not using processing aids.	
	Status: comply
5.2	Supply chain model
5.2.1 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 -> Segregated -> Mass Balance.	
The mill has applied Identity Preserved (Module D) for mill.	
	Status: comply
5.2.2 The site can use one (1) or a combination of supply chain models as audited and certified by the CB.	
Sungai Pinang POM using Identity Preserved (Module D) for mill.	
	Status: comply
5.3	Documented procedures
5.3.1 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.	
Certificate holder has had the complete procedures to ensure the implementation of RSPO supply chain requirements in SOP No. 01/BSC-SCCS/18 dated January, 1 st 2018 and manual of supply chain certification standard (SCCS-Std/RSPO/PSQM/02 dated January, 2 nd 2018. In section 6 explained:	
<ul style="list-style-type: none"> • Factory Manager: keeps and maintains all documents and records, verifies the status of the products shipped, provides adequate training to all personnel involved, and is responsible for the entire implementation of the SOP. • PSQM Assistant: checks the quality of FFB, delivery and loading / unloading supervision, performs analysis and quality testing, stores and maintains the results of the analysis test. • Assistant / Sr. Assistant / Bulking / Logistic Manager: CPO and PK product transportation, CPO and PK handling storage in bulking and third party areas, monitoring on product quotas, coordinating with marketing. 	
Those person above are the person who taking responsibility and authority over the implementation of these requirements and compliance with all applicable requirements.	
	Status: comply
5.3.2 The site shall have a written procedure to conduct annual internal audit	
Facility has had manual of supply chain certification standard (SCCS-Std/RSPO/PSQM/02 dated January, 2 nd 2018). In section 4.2 on this document written that facility shall conducted internal audit annually to ensuring implementation are comply with supply chain standard and market communication and claim. Internal audit conducted at least 2 month before external audit from CB's. The last internal audit has been held on August 3 rd 2018 conducted by PSQM staff.	
Management review has been conducted on 4 August 2018.	
	Status: comply
5.4	Purchasing and goods in
5.4.1 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	
Facility has documented all information of their palm oil products buyer as per transaction in transaction document. For example: there is a shipping announcement report of 3,200 MT CSPO (contract number P/GHN/0418/CPO02286) from Sungai Pinang Pam Oil Mill (member ID RSPO_PO100000316) to the buyer PT. Golden Hope Nusantara (Member ID	

RSPO_PO1000003174) which is announced in RSPO IT platform on 16 May 2018 (transaction ID TR-ffd0fd52-a6bd).	
	Status: comply
5.4.2 The site shall have a mechanism in place for handling non-conforming oil palm products and/or documents	
Facility does not purchase certified product but produce a certified product.	
	Status: comply
5.5	Outsourcing activities
5.5.1 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.	
Facility usually sold their CSPO and CSPK directly to the buyer according to the contract or sent to rent bulking in Palembang. All dispatch process documented in mill and marketing in Jakarta. For example:	
<ul style="list-style-type: none"> • CSPO sold as conventional according to the contract number No. 00376/BSC/KTR-MKS/LOK/V/2018 to PT. Indokarya Internusa. • CSPK sold as conventional according to the contract number No. 00145/BSC/KTR-IKS/LOK/XII/2017 to PT.Kurnia Tunggal Nugraha. 	
	Status: comply
5.5.2 Sites which include outsourcing within the scope of their RSPO Supply Chain certificate shall ensure the following:	
<ol style="list-style-type: none"> The site has legal ownership of all input material to be included in outsourced processes; 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. The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor. 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 	
Facility usually sold their CSPO and CSPK directly to the buyer according to the contract or sent to rent bulking in Palembang. All dispatch process documented in mill and marketing in Jakarta. For example:	
<ul style="list-style-type: none"> • CSPO sold as conventional according to the contract number No. 00376/BSC/KTR-MKS/LOK/V/2018 to PT. Indokarya Internusa. • CSPK sold as conventional according to the contract number No. 00145/BSC/KTR-IKS/LOK/XII/2017 to PT.Kurnia Tunggal Nugraha. 	
	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.	
Facility usually sold their CSPO and CSPK directly to the buyer according to the contract or sent to rent bulking in Palembang. All dispatch process documented in mill and marketing in Jakarta. For example:	
<ul style="list-style-type: none"> • CSPO sold as conventional according to the contract number No. 00376/BSC/KTR-MKS/LOK/V/2018 to PT. Indokarya Internusa. • CSPK sold as conventional according to the contract number No. 00145/BSC/KTR-IKS/LOK/XII/2017 to PT.Kurnia 	

Tunggal Nugraha.	
	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	
There are no additional contractor.	
	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	
<p>Facility has documented record the names and contact details of all contractors used for the processing or physical handling of RSPO certified oil palm products. During this certification period, there was some buyer and physical handling. For example:</p> <ul style="list-style-type: none"> • PT. Golden Hope Nusantara (Member ID RSPO_PO1000003174). Address: The Plaza Office Tower, 36th floor Jl. MH Thamrin Kav. 28 – 30 Jakarta. • PT. Sinar Alam Permai – Palembang (Member ID RSPO_PO1000003533). Address: Jl. Sabar Jaya No. 21 Desa Prajen, Banyuasin. <p>All detail contact available at the mill or marketing department.</p>	
	Status: comply
5.7	Registration of transactions
5.7.1 Supply chain actors who: are mills, traders, crushers and refineries; and	
<ul style="list-style-type: none"> • 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 	
Facility has shown their transaction document that consist registration in IT platform. It also can be downloaded at RSPO palm trace.	
	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:	
<ul style="list-style-type: none"> • 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. 	
Based on document review, the company has not been able to show documentation of recording transactions at the RSPO IT Platform which contains information related to shipping announcements, tracing, removing stock and so on. Based on	

interviews with related staff, information was obtained that data related to sales was the authority of the Marketing Department at the Head Office in Jakarta. Nonconformity No. 2018.06.	
	Status: Nonconformity No. 2018.06 category Major
5.8	Training
<p>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</p>	
<p>According to the annex 10 of supply chain procedure, certificate holder has had training plan related to the supply chain for staff and officer. Sungai Pinang POM has shown the training plan for 2017 – 2018.</p> <p>Facility has been held regular training of supply chain. The last training conducted on August 3rd 2018 which attended by fourteen (14) personnel (mill staff, officer and security). Based on supply chain procedure, mill has been scheduled annual training of supply chain.</p>	
	Status: comply
<p>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</p>	
<p>Facility has been held regular training of supply chain. The last training conducted on August 3rd 2018 which attended by fourteen (14) personnel (mill staff, officer and security). Based on supply chain procedure, mill has been scheduled annual training of supply chain.</p> <p>Based on document verification, the training has delivered issue's regarding to supply chain system and standard, implementation of supply chain module and traceability.</p> <p>Beside that, based on interview with keyperson as weighbridge operator, head of administration and security, they are already known about the SCCS implementation.</p>	
	Status: comply
5.9	Record keeping
<p>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</p>	
<p>Based on document review, the company has not been able to show accurate, complete and up-to-date records related to RSPO requirements. Nonconformity No. 2018.07.</p>	
	Status: Nonconformity No. 2018.07 category Major.
<p>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</p>	
<p>According to the manual of supply chain certification standard (SCCS-Std/RSPO/PSQM/02 dated January, 2nd 2018), all records of supply chain are kept for minimum two years.</p> <p>Based on document verification, the facility can shown the last two years record for example FFB consignment and weighbridge ticket.</p>	
	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.	
Facility estimated their palm product which is written in annex of certificate and monitored volumes purchased and claimed. In line with supply chain procedure, if any overproduction, facility (manager/assistant/marketing staff) will inform the CB's.	
	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); 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	
Facility did not using conversion rate.	
	Status: comply
5.10.2	
Conversion rates shall be periodically updated to ensure accuracy against actual performance or industry average if appropriate.	
Facility did not using conversion rate.	
	Status: comply
5.11	Claims
5.11.1	
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.	
Facility did not using logo during communication with stakeholder / customer.	
	Status: comply
5.12	Complaints
5.12.1	
The organization shall have in place and maintain documented procedures for collecting and resolving stakeholder complaints.	
Certificate holder has had the complete procedures to ensure the implementation of RSPO supply chain requirements in SOP No. 01/BSC-SCCS/18 dated January, 1 st 2018 and manual of supply chain certification standard (SCCS-Std/RSPO/PSQM/02 dated January, 2 nd 2018. It covered stakeholder complaints procedures.	
	Status: comply
5.13	Management review
5.13.1	
The organization is required to hold management reviews annually at planned intervals, appropriate to the scale and nature of the activities undertaken	

<p>Certificate holder has conducted annual internal audit where the last audit on August 3rd 2018. All finding has been reviewed, corrected and evaluated by management through management review session. The summary of management review has been well documented.</p>	
	Status: comply
<p>5.13.2 The input to management review shall include information on: Results of internal audits covering RSPO Supply Chain Certification Standard. Customer feedback. Status of preventive and corrective actions. Follow-up actions from management reviews. Changes that could affect the management system. • Recommendations for improvement.</p>	
<p>Certificate holder has showed management review that consist information such as findings, root cause, corrective action, preventive action.</p>	
	Status: comply
<p>5.13.3 The output from the management review shall include any decisions and actions related to: • Improvement of the effectiveness of the management system and its processes. • Resource needs.</p>	
<p>It documented in management review document as written in preventive action.</p>	
	Status: comply

3.2.2. Module E – CPO Mills: Mass Balance Requirements

Clause	(Module D) CPO Mills – Identity Preserved Requirements													
D1	Definition													
D.1.1	<p>A mill is deemed to be Identity Preserved (IP) if the FFB used by the mill are sourced from its own supply base certified to the RSPO Principles and Criteria (RSPO P&C). Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own certified land base. If a mill processes certified and uncertified FFB without physically separating the material then only Module E is applicable.</p> <p><i>There is no change of the IP procedure.</i></p> <p>Based on observation on FFB receiving in security and weighbridge station known that SPF only receive FFB from certified plantation namely SPE and BPE which is scope of this ASA process. It also supported with result of interview with key personal on implementation of SCCS requirement such as SPF’s head administration, weighbridge operator and SOU officer.</p> <p>According to the document of FFB receipt, for example FFB receipt document on 12 August 2018 namely FFB transport document, weighbridge tickets and daily FFB receiving recapitulation, explained that there is no FFB from other source.</p> <p>Based on explanation above, SPF apply the requirements of SCCS Module D (IP).</p>													
	Status: Comply													
D.2	Explanation													
D.2.1	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the CB in the public summary of the P&C certification report. This figure represents the total volume of certified palm oil product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced should then be recorded in each subsequent annual surveillance report.</p> <p>Based on the estimated FFB, CPO and PK on annex 1 of Re-Certification certificate, facility could be produce as follows:</p> <table border="1"> <thead> <tr> <th>Product</th> <th>Estimation of Certified Product (Ton)</th> <th>Last Year Actual Certified Volume (tonnes/year)</th> </tr> </thead> <tbody> <tr> <td>FFB</td> <td>67,121</td> <td>64,986.92</td> </tr> <tr> <td>CPO</td> <td>14,431</td> <td>14,012.89</td> </tr> <tr> <td>PK</td> <td>3,356</td> <td>3,012.93</td> </tr> </tbody> </table>		Product	Estimation of Certified Product (Ton)	Last Year Actual Certified Volume (tonnes/year)	FFB	67,121	64,986.92	CPO	14,431	14,012.89	PK	3,356	3,012.93
Product	Estimation of Certified Product (Ton)	Last Year Actual Certified Volume (tonnes/year)												
FFB	67,121	64,986.92												
CPO	14,431	14,012.89												
PK	3,356	3,012.93												
	Status: Comply													
D.2.2	<p>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).</p> <p>Sungai Pinang POM – PT. Bina Sains Cemerlang, has registered in RSPO membership 1-0008-04-000-00 (Sime Darby Plantation Berhad).</p> <p>Sungai Pinang POM has been registered in IT platform palm trace RSPO https://palmtrace.rspo.org/web/rspo/member-directory which information as follows:</p> <ul style="list-style-type: none"> • Member Name: Sime Darby Plantation - Sungai Pinang POM – PT. BSC • Account UID: RSPO_AC1000000325 • Core Product: Palm Oil • Member ID: RSPO_PO1000000316 													

<ul style="list-style-type: none"> Member Category: Oil Mill Licenses status: expires 11/28/2018 	
	Status: Comply
D.3	Documented procedures
<p>D.3.1</p> <p>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:</p> <ol style="list-style-type: none"> 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. <p>Certificate holder has had the complete procedures to ensure the implementation of RSPO supply chain requirements in SOP No. 01/BSC-SCCS/18 dated January, 1st 2018 and manual of supply chain certification standard (SCCS-Std/RSPO/PSQM/02 dated January, 2nd 2018. In section 6 explained:</p> <ul style="list-style-type: none"> Factory Manager: keeps and maintains all documents and records, verifies the status of the products shipped, provides adequate training to all personnel involved, and is responsible for the entire implementation of the SOP. PSQM Assistant: checks the quality of FFB, delivery and loading / unloading supervision, performs analysis and quality testing, stores and maintains the results of the analysis test. Assistant / Sr. Assistant / Bulking / Logistic Manager: CPO and PK product transportation, CPO and PK handling storage in bulking and third party areas, monitoring on product quotas, coordinating with marketing. <p>Those person above are the person who taking responsibility and authority over the implementation of these requirements and compliance with all applicable requirements.</p>	
	Status: Comply
<p>D.3.2</p> <p>The site shall have documented procedures for receiving and processing certified and non-certified FFBs.</p> <p>Certificate holder has had the complete procedures to ensure the implementation of RSPO supply chain requirements in SOP No. 01/BSC-SCCS/18 dated January, 1st 2018 and manual of supply chain certification standard (SCCS-Std/RSPO/PSQM/02 dated January, 2nd 2018. In section 6 explained:</p> <ul style="list-style-type: none"> Factory Manager: keeps and maintains all documents and records, verifies the status of the products shipped, provides adequate training to all personnel involved, and is responsible for the entire implementation of the SOP. PSQM Assistant: checks the quality of FFB, delivery and loading / unloading supervision, performs analysis and quality testing, stores and maintains the results of the analysis test. Assistant / Sr. Assistant / Bulking / Logistic Manager: CPO and PK product transportation, CPO and PK handling storage in bulking and third party areas, monitoring on product quotas, coordinating with marketing. <p>Those person above are the person who taking responsibility and authority over the implementation of these requirements and compliance with all applicable requirements.</p>	
	Status: Comply
D.4	Purchasing and goods in
<p>D.4.1</p> <p>The site shall verify and document the volumes of certified and non-certified FFBs received.</p> <p>Based on observation on FFB receiving in security and weighbridge station known that SPF only receive FFB from certified plantation namely SPE and BPE which is scope of this ASA process. It also supported with result of interview with key personal on implementation of SCCS requirement such as SPF's head administration, weighbridge operator and SOU officer.</p> <p>According to the document of FFB receipt, for example FFB receipt document on 12 August 2018 namely FFB transport document, weighbridge tickets and daily FFB receiving recapitulation, explained that there is no FFB from other source.</p>	

	Status: Comply
D.4.2	The site shall inform the CB immediately if there is a projected overproduction of certified tonnage.
	Facility estimated their palm product which is written in annex of Re-Certification certificate and monitored volumes purchased and claimed. In line with supply chain procedure, if any overproduction, facility (manager/assistant/marketing staff) will inform the CB's. Based on document verification, the last year production not excess the projection volume in certificate.
	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.
	Certificate holder cannot show yet the record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a three-monthly basis. Nonconformance No. 2018. 08.
	Status: Nonconformance No. 2018. 08 category Major
D.6	Processing
D.6.1	The site shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept segregated from non-certified material including during transport and storage
	Sungai Pinang Factory, PT Bina Sains Cemerlang only processes FFB from RSPO certified estate, subsequently, the entire product is CSPO and CSPK.
	Status: Comply

3.4. Summary of RSPO Partial Certification.

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

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

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

MUTU Auditor has verified company partial certification and concludes that:

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

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

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

<p>iv.</p>	<p>Any Legal non-compliance is being resolved in accordance with the legal requirements, with reference to RSPO criteria 2.1 and 2.2.</p>	<p><i>Company Group/Holding Statement:</i> None noted. No stakeholder comments or complaints received.</p> <p><i>Auditor Verification:</i> Auditor has verified the supporting evidence of above the company statement. There is any legal non-compliance for company under SDP waiting for land title process, ie:</p> <ul style="list-style-type: none"> • PT Sime Indo Agro 1,652 Ha • PT Aneka Inti Persada 421.31 Ha • PT Bina Sains Cemerlang 308.25 Ha • PT Bersama Sejahtera Sakti 765 Ha • PT Langgeng Muaramakmur 1,162 Ha • PT Paripurna Swakarsa 1,120 Ha • PT Swadaya Andika 63 Ha • PT Bahari Gembira Ria 1,639 Ha • PT Guthrie Pecconina Indonesia 4,133 Ha • PT Perkasa Subur Sakti 1,286 Ha
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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 *Re-Certification* Assessment

NCR No.	: 2017.1	Issued by	: Sandra Purba
Date Issued	: 11 August 2017	Time Limit	: ASA 1.1
NC Grade	: Minor	Date of Closing	: 18 December 2018
Standard Ref. & Requirement	: 2.2.2 Legal boundaries are demonstrated clearly and maintained.		
<p>Root Cause Analysis <i>(filled by organization audited):</i> There are no officer to monitor the boundary stones, the maintenance/painting was conducted by each division. It's not yet in accordance to the numbering.</p>			
<p>Correction <i>(filled by organization audited):</i> The company were repairs and adjusted the poles in accordance to BPN number.</p>			
<p>Corrective Action <i>(filled by organization audited):</i></p> <ul style="list-style-type: none"> • Inter-Office Mail from Head Plantation Upstream Indonesia No M-025/HPUI/IX/2018 dated 27 September 2018, Subject: Boundary stonse monitoring procedure. It was explaind that there should be appointed of officer to cunduct boundary stones monitoring every six months. If there is damage or loss, it should be coordination with the Plantation Services Department Land Development Licenses (PSD LDL team). • Inter-Office Mail from BPE Senior Manager No 001/PIC/XII/2018 dted 28 September 2018 regarding the appointed of Mr Hartanto as officer personel to monitor the boundary stones of PT BSC every month, and then the reported to each estate manager. 			
<p>Assessor Evaluation and Conclusion <i>(filled by auditor):</i> Verification on 27 November 2018 The company was shown several evidence, such as:</p> <ol style="list-style-type: none"> 1. Record of boundary stones monitoring from September to November 2018, its known that there are 19 main poles in SPE and BPE. For example: poles No XI (Block A002, Division III SPE); poles No XII (Block A001, Division III SPE); poles No XIII (Block A001, Divisio III SPE). 2. Boundary stones map, there are 15 poles in SPE and 4 poles in BPE, for example: poles No XI (Block A002, Division III SPE); poles No XII (Block A001, Division III SPE); poles No XIII (Block A001, Divisio III SPE) and then poles No IV (Block C011, Division IV BPE); poles No XIV (Block K021, Division III BPE) and also poles No XV (Block K018, Division III, BPE). <p>Verification and Field Observation on 17 to 18 December 2018 Based on field observation to the several location as follows: Bukit Pinang Estate:</p> <ol style="list-style-type: none"> 3. Poles No IV (Block C011, DivisionI), good condition and and well-demarcated, bordering the communities plantations of Sungai Pinang Village. It was included in the area of 308 Ha which is no longer managed by the company. 4. Poles No XIV (Block K021, Division III), good condition and and well-demarcated, bordering the communities plantations of Semangus Baru Village. 			

<p>5. Poles No XV (Block K021, Division III), good condition and and well-demarcated, bordering the communities plantations of Semangus Baru Village.</p> <p>Sungai Pinang Estate</p> <p>6. Poles No XIII (Block A01, Division III), good condition and and well-demarcated, bordering the communities plantations of Sungai Pinang Village.</p> <p>7. Poles No XII (Block A02, Division III), good condition and and well-demarcated, bordering the communities plantations of Sungai Pinang Village.</p> <p>8. Poles No XI (Block A03, Division III), good condition and and well-demarcated, bordering the communities plantations of Sungai Pinang Village.</p> <p>Kesimpulan Auditor: Based on above explanations, this NCR was closed.</p>
<p>Root Cause Analysis <i>(filled by organization audited):</i> There are no officer to monitor the boundary stones, the maintenance/painting was conducted by each division. It's not yet in accordance to the numbering.</p>
<p>Verified by : Trismadi N & Bayu Y</p>

NCR No. :	2017.2	Issued by :	Sandra Purba
Date Issued :	11 August 2017	Time Limit :	1 Year (10 August 2018)
NC Grade :	Major	Date of Closing :	8 Nov 2017
Standard Ref. & Requirement :	4.7.3 Records of Occupational Health and Safety (OHS) program (see 4.8) and Personal Protective Equipment (PPE) training in accordance with the result of hazard identification and risk analysis shall be available to all workers.		
Non-Conformance Description :			
<p>SPE and BPE have not been able to show the mechanism that regulate the provision/replacement of damaged PPE due to work activities as well as its implementation.</p> <p>Observation and interviews with road maintenance employees on SPE (main road 3, block H13) and harvesting (block F10 Division 3) mentioned that the PPE (safety shoes) provided once a year and if damaged will be replaced by the employees themselves to wait for the next quota. Interview with the harvesters on block F19, Division 2 BPE mentions that safety shoes have been damaged and have been reported but there is no replacement (currently the workers wear self-purchased general shoes). Document review on OSH guidelines-PPE, no. Doc. 10 / BSC-PSQM-ESH / 16 dated September 20, 2016, describes relating to the life-time of PPE (eg. safety shoes apply for 12 months) and if any damage due to employee negligence becomes the responsibility employees.</p>			
Root Cause Analysis <i>(filled by organization audited):</i>			
Investigation regarding to the PPE replacement is already underway but not well documented, currently has been documented by the PIC			
Correction <i>(filled by organization audited):</i>			
Provide the mechanism of PPE damage investigation in all unit (estates and mill) and evaluate the PPE damage caused by the jobs activity or other activity (outside jobs)			
Corrective Action <i>(filled by organization audited):</i>			

Monitored the SOP implementation and increase budget for the availability of PPE	
Assessor Evaluation and Conclusion <i>(filled by auditor)</i> : Verification on 19 Oct 2017, The Company has demonstrated the correction : SOP of PPE mo.: 10 / BSC-PSQM-ESH / 16 issued on Sept 20, 2017 describing the types of PPE for each activity, the investigation report of damaged PPE for the process of replacing the PPE of Div 1 employees (road maintenance activities) 1 person and socialization of mechanism of PPE replacement in Estate BPE and SPE.	
Verification on 31 Oct 2017, The Company has presented evidence of revision in SOP No. 10 / BSC-PSQM-ESH / 16 dated 30 Oct 2017 which describes the person in charge of SOP implementation, the obligation for the replacement of the non-functioning PPE provides protection guarantee based on the report from the user / competent person (division assistant) and investigation mechanism for replacement of damaged PPE in clause 3.4.	
Verification on 8 Nov 2017, The Company has shown evidence of corrective action in the form of identification and checks report of the condition of PPE in BPE for period of July - October 2017 on fertilization and spraying activity, supplemented with evidence of investigation of cause of PPE damages that is found during monitoring as well purchase document of PPE (purchase order document) July 29, 2017. Submitted the PPE inspection report at spraying activities in the SPE division III, which based on investigation report found PPE damaged as much as 12 employees. There is a request document for the purchase of PPE type of gloves, masks, apron shirts and cloth hand shirts dated November 2, 2017.	
Based on these evidences the nonconformity is declared fulfilled.	
Verified by	: Sandra

NCR No.	: 2017.3	Issued by	: Brigitta Prita
Date Issued	: 11 August 2017	Time Limit	: 1 Year (10 August 2018)
NC Grade	: Major	Date of Closing	: 31 October 2017
Standard Ref. & Requirement	: 6.5.1 Documentation of pay and conditions for employees based on the existing manpower regulations shall be available.		
Non-Conformance Description & Evidence observed <i>(filled by auditor)</i> : Based on the Decree of the Governor of South Sumatra No 669 / Kpts / Disnakertrans / 2016 it is known that the minimum wage of 2017 is IDR 2,388,000 / month (25 working days), but based on document review on employee recapitulation of Contract workers BPE period of May 2017 shows that employee wage payment Contract workers Based on wages 2016 for example for employees of Div 1 BPE is 8 people and Div 3 is 14 people paid IDR 2,281,300. In addition there is no payment evidence of adjustment of wage standard to employees of Contract workers BPE since Jan-April 2017.			
Root Cause Analysis <i>(filled by organization audited)</i> :			

The existence of industrial relations disputes related to the determination reference to be used between Provincial Minimum Wage and District Minimum Wage, so that the Tripartite between the company and PT.BSC labor union are done which the result is: the wages follow District Minimum Wage of Musi Rawas for PT BSC.

Correction *(filled by organization audited):*

For Contract workers will be done wages adjustment from January 17 to Apr 17 payments of IDR 2,430,000 and May 17 to July 17 payments of IDR 2,507,400 in accordance with the results of the Labor Union tripartite negotiation agreement and the Company.

Corrective Action *(filled by organization audited):*

The Company always makes wages payment of workers in accordance with applicable laws and regulations.

Assessor Evaluation and Conclusion *(filled by auditor):*

Verification, 19 October 2017

The company has shown evidence of improvement:

- IOM from Sr Manager BPE no BPE / EM-AGR / 017 / VII / 2017 dated August 12, 2017 which explains regarding to the approval of the wages increase such as for contract workers BSC-BPE period from Jan-March of 20 workers and Feb-April of 15 workers.
- IOM No BPE / EM-AGR / 018 / VII / 2017 dated August 12, 2017 on the approval of the wages increase for contract workers of BSC-BPE period May-July 2017 of 56 workers.
- The evidence of wages adjustments Div 1 period Feb-Apr 2017 and period of May - July 2017, there is not yet available payment period April 2017.
- The evidence of wages adjustments contract workers for Div 2 period of Jan - April 2017 and period of May – July 2017.
- The evidence of wages adjustments contract workers for Div 3 period of Jan-March 2017, Feb-Apr 2017 and May-Jul 2017

Verification, 31 October 2017,

The Company has showed evidence of improvements in the form of an explanatory document for BPE' contract workers payment for the period of April 20, 2017 which explains that in the period of April there was no contract workers in Div I due to the contract expired and not renewed.

PEMBAYARAN RAPEL UPAH KARYAWAN PKWT BUKIT PINANG ESTATE

DIV	JUMLAH PKWT PERBULAN							BUKTI PEMBAYARAN RAPEL		KETERANGAN
	JANUARI	PEBRUARI	MARET	APRIL	MEI	JUNI	JULI	ADA	TIDAK ADA	
I	0	8	8	8	13	13	13	√		1. Jumlah SPK PKWT priode Rapel Januari s/d April 2017 sebanyak 35 Org
II	12	12	12	0	21	21	21	√		2. Jumlah SPK PKWT Priode Rapel Mei s/d Juli 2017 sebanyak 56 org
III	8	15	15	15	16	16	16	√		
KANTOR	0	0	0	0	6	6	6	√		
TOTAL	20	35	35	23	56	56	56	√		

KET :

- 1. Priode pembayaran rapel I : bulan Januari 2017 s/d April 2017 UMP Rp 2,430,000.
- 2. Priode SPK PKWT Januari 2017 s/d April 2017

- 1. Priode pembayaran rapel II : bulan Mei 2017 s/d Juli 2017 UMP Rp 2,507,400.
- 2. Priode SPK PKWT Mei 2017 c/d Juli 2017

Based on the above explanation this non-conformance has been closed.

Verified by	: Brigitta Prita
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NCR No.	: 2017.4	Issued by	: Sandra Purba
Date Issued	: 11 August 2017	Time Limit	: 1 Year (10 August 2018)
NC Grade	: Major	Date of Closing	: 13 November 2017
Standard Ref. & Requirement	8.1.1 The action plan for monitoring shall be available, based on a consideration of the social and environmental impacts and routine evaluation of the plantation and mill operations. As a minimum, these shall include, but are not necessarily be limited to: <ul style="list-style-type: none"> • Reduction in use of certain chemicals (Criterion 4.6); • Environmental impacts (Criteria 4.3, 5.1 and 5.2); • Waste reduction (Criterion 5.3); • Pollution and greenhouse gas (GHG) emissions (Criteria 5.6 and 7.8); • Social impacts (Criterion 6.1); • Optimising the yield of FFB production (Criterion 4.2) 		
Non-Conformance Description : At ASA-4, has been issued an NCR related to the mechanism of replacement of PPE that is damaged due to work, namely NCR No. 2016.2, evidence of corrective action has been sent by the company, verified and declared fulfilled by auditors on September 23, 2016, by sending SOP No RSPO / B .5.11 / BSC stating that PT BSC will provide PPE to employees and replacement will be made if the PPE are not protective or damaged. At the time of the Recertification, the auditor has issued the similar nonconformity on the indicator namely NCR No. 2017.3. In this case PT BSC has not been able to show evidence that the established system has been implemented consistently, monitored and evaluated.			
Root Cause Analysis (filled by organization audited): Investigation regarding to the PPE replacement is already underway but not well documented, currently has been documented by the PIC			
Correction (filled by organization audited): Provide the mechanism of PPE damage investigation in all unit (estates and mill) and evaluate the PPE damage caused by the jobs activity or other activity (outside jobs)			
Corrective Action (filled by organization audited): Monitored the SOP implementation and increase budget for the availability of PPE (reverse 10% of number of requirements)			
Assessor Evaluation and Conclusion (filled by auditor): Verification on 19 Oct 2017, The Company has demonstrated the correction : SOP of PPE mo.: 10 / BSC-PSQM-ESH / 16 issued on Sept 20, 2017 describing the types of PPE for each activity, the investigation report of damaged PPE for the process of replacing the PPE of Div 1 employees (road maintenance activities) 1 person and socialization of mechanism of PPE replacement in Estate BPE and SPE.			

Verification on 31 Oct 2017,

The Company has presented evidence of revision in SOP No. 10 / BSC-PSQM-ESH / 16 dated 30 Oct 2017 which describes the person in charge of SOP implementation, the obligation for the replacement of the non-functioning PPE provides protection guarantee based on the report from the user / competent person (division assistant) and investigation mechanism for replacement of damaged PPE in clause 3.4.

Verification on 8 Nov 2017,

The Company has shown evidence of corrective action in the form of identification and checks report of the condition of PPE in BPE for period of July - October 2017 on fertilization and spraying activity, supplemented with evidence of investigation of cause of PPE damages that is found during monitoring as well purchase document of PPE (purchase order document) July 29, 2017.

Submitted the PPE inspection report at spraying activities in the SPE division III, which based on investigation report found PPE damaged as much as 12 employees. There is a request document for the purchase of PPE type of gloves, masks, apron shirts and cloth hand shirts dated November 2, 2017.

Verification on 13 November 2017,

The Company has presented the plan and action documents to avoid repeating nonconformities in subsequent audits:

- Conduct PPE usage checks every month by assistant
- Conducting an investigation in case of damage to PPE
- Provide stock of PPE Inventory in warehouse about 10% of existing requirement (shown through warehouse card informing stock of PPE in warehouse at present).

Based on the evidence submitted, the discrepancies are met and will be observed in subsequent audits.

Verified by	:	Sandra
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3.5.1 Identification of Findings, Corrective Actions and Observations at *ASA 1.1* Assessment

<i>NCR No.</i>	: 2018.01	<i>Issued by</i>	: Bayu Yogatama
<i>Date Issued</i>	: 5 October 2018	<i>Time Limit</i>	: ASA 1.2
<i>NC Grade</i>	: Minor	<i>Date of Closing</i>	: 18 December 2018
<i>Standard Ref. & Requirement</i>	4.4.3 Records of plant wastewater monitoring must be available, especially BOD (Biochemical Oxygen Demand) and efforts to meet requirements according to applicable regulations (see criteria 2.1 and 5.6).		
Evidence observed (filled by auditor): <ul style="list-style-type: none"> Based on the results of field visits to the WWTP Pond it is known that the flow meter in the last pond is in a damaged state and cannot be lit. Based on a document study of the daily discharge of waste in the IPAL pond area it is known that the flow meter has been damaged from September 17, 2018, so that records only write the hours of the pump application Based on the review of the Liquid Waste Application Permit document in the plantation area owned by PT Bina Sains Cemerlang No. 436 / KPTS / DLH / 2017 mentioned in the attachment to point 3 that one of the company's obligations is to record daily debit data. Data for the procurement of new goods (CAPEX 2018) Sungai Pinang POM, there is a request for the procurement of flow meters for applications to the land application area. The condition is damaged and has become the findings of Environment Agency. in the regional office, but it is not yet known when the tender will be completed and the items can arrive at the unit to be paired. 			
Non-Conformance Description (filled by auditor): The company has not been able to show evidence of monitoring the actual daily wastewater discharge as well as efforts to fulfill the applicable requirements (Permit for Utilization of PT Bina Sains Cemerlang's Palm Oil Industry Waste Water).			
Root Cause Analysis (filled by organization audited): The Flow Meter is in a damaged condition because it has already been replaced period, a repair / replacement flow meter in the document has been made (capex 2018) but the procurement and installation time is still awaiting the tender process in the regional office.			
Correction (filled by organization audited): Substitution / repair of damaged flow meters immediately.			
Corrective Action (filled by organization audited): The company (SPF) makes monitoring monitoring of flow meters and makes a record of monitoring the discharge of liquid waste sent to WWTP.			
Assessor Evaluation and Conclusion (filled by auditor): Auditor Verification on November 14, 2018. <ul style="list-style-type: none"> Photo installation of 3 flow meters in the WTP area Conclusion of the Auditor Based on evidence of improvement, the root cause of the problem and prevention that the company has submitted, the nonconformities have not been fulfilled, please answer the auditor's questions and show additional evidence.			
Auditor Verification November 22, 2018 The company has shown proof of additional improvements in the form of:			

- Minutes of inspection of damaged flowmeter repair work (dated 12 November 2018).
- Payment receipt.
- Scan proof of recording flow meter of WWTP.

Conclusion of the Auditor November 22, 2018

Based on evidence of improvement, the root cause of the problem and prevention that the company conveyed, nonconformities were stated to be fulfilled, and their effectiveness would be ensured during the next major / audit verification activity.

Field Verification December 18, 2018

Based on the results field visits to the WWTP area are known to have runmeter and can be used.

Conclusion of the Auditor December 18, 2018

Based on evidence of improvement, the root causes of the problem and prevention that were conveyed by the company, as well as the results of the field verification of nonconformities were declared fulfilled.

Verified by : Bayu Yogatama & Andi Pratama Pasaribu

<i>NCR No.</i>	: 2018.02	<i>Issued by</i>	: Bayu Yogatama
<i>Date Issued</i>	: 5 October 2018	<i>Time Limit</i>	: ASA 1.2
<i>NC Grade</i>	: Minor	<i>Date of Closing</i>	: 18 December 2018
<i>Standard Ref. & Requirement</i>	: 4.4.4 Records of monitoring of water use per ton of FFB for palm oil mills must be available.		
Evidence observed (filled by auditor):			
<ul style="list-style-type: none"> • Based on the results of field visits to the WTP area, it was found that 3 Flow Meters installed were damaged and not lit (2 broke & 1 died) • Data for the procurement of new goods (CAPEX 2018) PKS Sungai Pinang there is a request for the procurement of flowmeter for WWTP because the condition is damaged and has become the findings of Environment Agency, and an email reply from PIC shows that the flow meter is in the tender process in the regional office. but it is not yet known when the tender time will be completed and the items can arrive at the unit to be paired. 			
Non-Conformance Description (filled by auditor):			
The company has not been able to show data on actual monitoring of water use per tonne of FFB because the flow meter is damaged.			
Root Cause Analysis (filled by organization audited):			
The Flow Meter is in a damaged condition because it has already been replaced, a repair / replacement flow meter in the document has been made (capex 2018) but the procurement and installation time is still awaiting the tender process in the regional office.			
Correction (filled by organization audited):			
The company immediately repairs / changes the damaged flow meter.			
Corrective Action (filled by organization audited):			
The company always ensures that the flow meters in WTP always function properly. Periodic maintenance and monitoring is carried out by the WTP operator.			

Assessor Evaluation and Conclusion (filled by auditor):

Auditor Verification on November 14, 2018

- Proof of PO Flow Meters measuring 6 "and 3" PT Bina Sains dated October 16, 2018 to CV Hydro Teknik Mandiri
- Proof of handover of goods from CV Hydro technic Mandiri for the purchase of 3 Flow Meters to PT Bina Sains dated November 1, 2018
- Photo installation of 3 flow meters in the WTP area

Conclusion of the Auditor

Based on evidence of improvement, the root cause of the problem and prevention that the company delivered, nonconformity is stated to be fulfilled, and its effectiveness will be ensured during the next major / audit verification activity.

Field Verification December 18, 2018

Based on the Results Field visits to the WTP area are known that Flowmeter is running and can be used

Conclusion of the Auditor December 18, 2018

Based on evidence of improvement, the root causes of the problem and prevention that were conveyed by the company, as well as the results of the field verification of nonconformities were declared fulfilled.

Verified by : Bayu Yogatama

NCR No.	: 2018.03	Issued by	: Satria Adi Putra
Date Issued	: 05 October 2018	Time Limit	: 03 January 2019
NC Grade	: Major	Date of Closing	: 18 December 2018
Standard Ref. & Requirement	: 4.6.6 Pesticides are stored in recognized best practices. All pesticide containers must be managed appropriately according to applicable regulations and or instructions on packaging (see Criterion 5.3).		

Evidence observed (filled by auditor):

The results of the document review on the Use of Chemistry for 2017-2018 include the use of pesticides, among others:

- Use of pesticides with the active ingredient isopropyl amine glyphosate (July - August 2018) in Sungai Pinang Estate as many as 1,316 liters or as many as 65 cans
- Use of pesticides with active ingredient isopropyl amine glyphosate (June - August 2018) in Bukit Pinang Estate as many as 1,389 liters or as many as 69 cans

Based of Monitoring Documents for the Recording of hazardous Waste and non-hazardous Waste for the period July - September 2018 are as follows:

- Recording of ex-packets of July 2018 herbicides (cans) in Sungai Pinang Estate as many as 0.0456 tons
- Recording of ex-packets of August 2018 herbicides (cans) in Sungai Pinang Estate as much as 0.04 tons
- Recording of ex-packets of herbicides (cans) in September 2018 in Sungai Pinang Estate as much as 0.04 tons
- Listing of ex-packets of herbicides (cans) in July 2018 in Bukit Pinang Estate as many as 0.001 tons
- Registration of ex-packaged herbicide (cans) in August 2018 in Bukit Pinang Estate is 0.01 tons
- The total recording is 0.1366 tons.

Based of hazardous Waste Management Records Documents (Log Book). It is known that 0.0333 tons of shipments have been made and the remaining hazardous warehouse stock is 0 tons.

Non-Conformance Description (filled by auditor):

The company has shown a document on the Use of Chemistry for 2017-2018, a document for Monitoring the Registration of hazardous waste and non hazardous waste as well as a log book. But there are still differences in the recording of 0.1036 tons. Regarding this, the company has not been able to show evidence that all pesticide containers have been managed appropriately in accordance with applicable regulations.

Root Cause Analysis *(filled by organization audited):*

There is a difference in the recording of pesticide containers sent to hazardous warehouse with the use of pesticides from the chemical warehouse because not all used pesticide packaging has entered the hazardous warehouse.

Correction *(filled by organization audited):*

Submit all used pesticide packaging in the BPE and SPE warehouse to hazardous warehouse in the SPF.

Corrective Action *(filled by organization audited):*

The company monitors the use of pesticides with the number of containers of pesticides. Ensure that all used pesticide containers are handed over to hazardous warehouse, not stored in the estate hazardous warehouse.

Assessor Evaluation and Conclusion *(filled by auditor):*

Verification of Documents December 17, 2018

Shipping Note for hazardous goods to SPF hazardous warehouse with number 01 / SPE / B3 / XII / 2018 dated 30 November 2018

- 31pcs and Pesticide container 20 L as much as 6 pcs with a total weight of 51.8 kg (ex basta jerry can)
- 38 pcs weighing 15 kg (ex sentrin cans)
- Pesticide container with a total weight of 6kg (ex starine jerry can)

Shipping Note for hazardous waste to SPF hazardous warehouse with number 01 / SPE / B3 / XI / 2018 dated November 8, 2018

- 15pcs equivalent to 18 kg (ex 20 liters jerry can)

Shipping Note for hazardous waste to SPF hazardous warehouse with number 08 / SPE / B3 / XI / 2018 dated November 8, 2018

- 37pcs equivalent to 51.8 kg (ex 20 liters jerry can)
- 37 pieces equivalent to 14.8 kg (ex sentrin cans)
- 42 Bottle Plastic Bottle compared to 4.2 kg (ex kenly can)

Shipping Note for hazardous waste to SPF hazardous warehouse with number 08 / SPE / B3 / XI / 2018 dated November 8, 2018

- 37pcs equivalent to 51.8 kg (20 liter jerry can)
- 37 pcs equivalent to 14.8 kg (ex sentrin jerry can)
- 42 pcs equivalent bottles of 4.2 kg (ex kenly plastic bottle)

Shipping Note for hazardous waste to SPF hazardous warehouse with no 04 / SPE / B3 / 10/2018 dated October 1, 2018

- 57 Pcs or equivalent to 48 kg (ex ken up jerry can)
- 7 pcs or equal to 1.05 kg (ex kenly jerry can)

Shipping Note for hazardous waste to SPF hazardous warehouse with no 03 / SPE / B3 / 10/2018 dated October 1, 2018

- 49 Pcs or equal to 36 kg (ex ken up jerry can)
- 10 pcs or 12 kg equivalent (ex basta jerry can)
- 5 pcs or 7.5 kg equivalent (ex kenly jerry can)

Shipping Note for hazardous waste to SPF hazardous warehouse with no 02 / SPE / B3 / 10/2018 dated October 1, 2018

- 18 pcs or equal to 21.6 kg (ex basta jerrycan)
- 19 pcs or equal to 22 kg (ex ken up jerrycan)
- 2 pcs or equal to 0.3 kg (ex bayfolan jerrycan)
- 6 pcs or equal to 0.9 kg (ex sentrin jerrycan)

Shipping Note for hazardous waste to SPF hazardous warehouse with no 01 / SPE / B3 / 10/2018 dated October 1, 2018

- 13 pcs equivalent to 12 kg (ex jerry)

Data uses Pesticide November 2018 SPE

- 11 basta jerrycan @ 20 liters
- 10 sterin jerrycan @ 5 liters

Data on Handover of Waste from SPE to hazardous warehouse in SPF dated December 17, 2018

- 0.0154 tons of ex chemical jerrycan
- 0,0029 tons of ex chemical cans

Data uses Pesticide November 2018 SPE

- 52 basta jerrycan @ 20 liters 62.4 kg
- 35 kg kenlon package
- Ex kenly 24.8 kg
- Knapsack Solo/Micron Herby Sprayer 30 kg

Data on Handover of Waste from BPE to hazardous warehouse in the SPF dated December 17, 2018

- 0.0624 tons of jerry (ex chemical)
- 0.0688 tons of can (chemical cans)

Logbook data for Sungai Pinang Factory
Stock on December 18, 2018 (0.531 tons).

Field Verification December 18, 2018

Based on field visits to the hazardous waste area. The condition of the hazardous waste stock is in accordance with what is stated in the context of hazardous waste. Used pesticide packaging was delivered to hazardous warehouse.

Auditor Reference December 18, 2018

Based on the facts, analysis of the problem, analysis and corrective effects disclosed by the company, the non conforminty was already fulfill.

Verified by : Bayu Yogatama

NCR No.	: 2018.04	Issued by	: Trismadi N
Date Issued	: 5 October 2018	Time Limit	: 3 January 2019

NC Grade	: Major	Date of Closing	: 18 December 2018
Standard Ref. & Requirement	4.7.3 Record of Occupational Health and Safety (OHS) program (see 4.8) and Personal protective Equipment (PPE) training in accordance with the result of hazard identification and risk analysis shall be available to all workers.		
Evidence observed (filled by auditor): <ol style="list-style-type: none"> The Certification unit has provides the PPE to all workers in Estates and Mill, for example: record of PPE issuances dated 6 January 2018 on SPF, Purchasing 14 Pcs Respirator masks on SPE dated 25 November 2017 and rubber boots on BPE on May 2018. Based on document verification, field observations and interview with several workers in Estates and Mill sighted that: <ol style="list-style-type: none"> One sterilizer operator doesn't use earmuffs. The safety shoes of boiler operator in damaged condition, he was explained that safety shoes are given once a year. While the average life time of safety shoes are 8 months, it cause the work location is quite oily. Based on interview with two hoisting crane operator, they doesn't have license. While the operators who have license has been transferred to other station license No. 560/1946/Nakertrans/2015 and No. 560/1944/Nakertrans/2015. Based on interview with WTP operator, it was explained that he has worked since last month. However, the company doesn't provided PPE's, such as: safety helmet, chemical gloves and masker. It's not comply with PPE's procedure. Based on interview with boiler operator, there are only one Boiler man License Class I (Parulian Sibarani Reg. P.01.7111.OPK3-PUBT-B.IV/2016) and two Boiler man License Class II. It's not comply with Man Power Regulation No. PER.01/MEN/1988. According to list name of workers, there are six operator and helper on sterilizer station who didn't have license. SPF Manager dated 3 October 2018 about work rotation: the hoisting crane operator (licenses) back to the hoisting crane station, it cause the average of FFB process is less than 250 tons/day. So that the processing activities are only carried out in one shift only. However, if it refers to the SPF budget period of July 2018 to June 2019. The FFB process are 81,605.11 MT, it was potential two shift operations. Based on field observation and interview with manuring team on manual weeding activity at Block G20/G21, Division 1 SPE. They were explain that all of PPE's and working tools of manuring was stored in BSS home, however based on field observations to the BSS home. There were only seven clean clothes of BSS team. Based on field observation to the manuring activities at block O18, Division 1, BPE is also known that the masks and they didn't use plastic glasses there are not comply with procedure. Based on field observation and interview with BSS team at block E12, Division1, BPE sighted that some workers using dust masks and other workers using carbon mask. When referring to MSDS of 490 SL (Iso Propyl Amine) explained that the PPE's that should be using a Respirator mask (suitable for protection from the haze of pesticides). The certification unit has PPE's Procedure No. 10/BSC-PSQM-ESH/16 dated 1 July 2017, point 3.4. PPE's replacing investigation: if the PPE's was damaged before the life time, it will be replaced with investigation by OHS Committee. 			
Non-Conformance Description (filled by auditor): <ol style="list-style-type: none"> The certification unit has not been able to show evidence of the system to ensure that all operators (boilerman, sterilizer, and hoisting crane operators) has license from the Minsitry of Manpower of Republic Indonesia. The certification unit has not been able to demonstrate the effectiveness of the management system of providing, monitoring the usage and storage all of PPE's in accordance to procedures. 			
Root Cause Analysis (filled by organization audited): <ol style="list-style-type: none"> There is no operator licenses monitoring in the mill. There are no minimum stock of PPE procurement, as a backup when the PPE's is damaged. Monitoring the PPE's usage has not been carried out in accordance to procedure. 			
Correction (filled by organization audited):			

1. The company has submitted extension of operator licenses and new applications for several operators.
2. The company has replaced the damage PPE's and PPE's procurement in accordance to SOP.

Corrective Action (filled by organization audited):

1. Safety officer in each unit will be monitor the validity period of operator licenses. Appointment of operator on each station will be adjusted to their competencies referring to the monitoring data.
2. The PPE's usage and PPE's condition monitoring every month by safety officer on each units.

Assessor Evaluation and Conclusion (filled by auditor):**Verification on 14 November 2018**

The company was shown several evidences:

1. Approval from Area Controller and RSSJ CEO related to the submission of operator license dated 17 October 2018; Mr. Daniel Mangapul (Extension of Welder License), Mr. Abdul Kudus (Extension of electrical license), Mr Patoni (Sterilizer Operator License), Mr Solihin (Crane Operator License) and Sudarwan (Boiler Operator License).
2. Minute of meeting safety shoes provided to the boiler operator dated 25 October 2018.
3. Purchase order dated 15 September 2018 such as: 14 pcs rubber boot, 14 pcs respirator, 14 pcs aprone, and 14 pcs rubber gloves.
4. Record of PPE provided to 14 spraying workers as: 14 pcs rubber boot, rubber gloves, glasses, respirator and aprone dated 8 October 2018.
5. Minute of meeting PPE's usage socialization to the spraying workers dated 3 October 2018 in BPE.
6. Monitoring record of PPE usage to the BMS team such as: rubber boot, aprone, rubber gloves, glasses, and masker.

Verification on 22 November 2018

OHS guidance Policy No 10/BSC-PSQM-ESH/16 dated 19 November 2018, it was explained about:

- Provision of PPE is adjusted to the number employees and added 10% of the total number of employees as stocks.
- Working tools and PPE's of manuring and spraying will be store at the BSS House.

Verification and Field Observation on 17 to 18 December 2018

The company was shown several additional evidence, such as:

1. Letter of assignment from mill manager No 11/SPF/XI/2018 dated 3 December 2018 (Mr Abdul Kudus/Electric foreman) to attendance on Electricat! OHS expert training by PT Arpindo Pratama dated 4 – 9 December 2018.
2. Letter of assignment from mill manager No 004/SPF/XI/2018 dated 14 December 2018 (Mr Surdarwan/boiler operator) to attendance on Boiler operator training by PT Arpindo Pratama dated 17 December 2018.
3. Letter of assignment from mill manager No 003/SPF/XI/2018 dated 14 December 2018 (Mr Patoni/boiler operator) to attendance on Boiler operator training by PT Arpindo Pratama dated 17 December 2018.
4. Validity of Operator licenses monitoring in SPF by Senior Assistant, there are 2 genset operator, 2 boiler operator, 2 hoisting crane operator, 2 sterilizer operator, 1 welder, and 1 Electrical technician.
5. Inter-Office Mail from BPE Senior Manager to the Area Controller Jambi No 003/PT BSC BPE/XI/2018 dated 19 November 2018 about propose of training welder (Sutanto), genset operator (Suratman) and Hartanto (Fire Expert) on 27 November 2018 by PT Arpindo Pratama.
6. Registration form (Suratman, Sutanto, and Hartanto) was approved by CEO of Riau Sumatera Selatan and Jambi dated 22 November 2018.
7. Purchase order of PPE's for workshop SPF No 4502252249 dated 2 November 2018 for 20 pcs safety shoes type 6" and 3 pcs safety shoes type 4".
8. Purchase order of PPE's for workshop SPF No 45022522109 dated 2 November 2018 for 54 pcs safety shoes type PVC and 9 pcs safety shoes type 4".

Based on field observation to the several location, obtained information such as:

Estate

1. Block G16, Division 2, BPE. Chemical spraying. Based on field observation there are 5 woman applicators, 1 mixing officer and 1 mandor. All of workers has been used PPE's: glasses, respirator, rubber boot, aprone and rubber gloves. Based on interview result there were places all PPE's and working tolls on BSS house Division 2.
2. Block F19, Division 2, BPE. Manuring activity, based on field observation there are 9 fertilizer workers and 1 foreman. BMS team were usage: glasse, masker, rubber gloves, apron and rubber boot. Based on interview result there were places all PPE's and working tolls on BSS house Division 2.
3. Block H010, Division 1, SPE. Manuring activity, based on field observation there are 10 fertilizer workers and 2 foreman. BMS team were usage: glasse, masker, rubber gloves, apron and rubber boot. Based on interview result there were places all PPE's and working tolls on BSS house Division 1.
4. Based on field observation to the BSS House at Division 1 SPE, there are no spraying activities. All of PPE's were places as: 10 pcs respirator, rubber gloves, glasses, aprone. There are clean clothes locker, bathrooms, washing facilities for equipment and PPE's and toilets.
5. Based on field observation to the BSS House at Division 2 BPE, There are clean clothes locker, bathrooms, washing facilities for equipment&PPE's.

Mill

Based on field observation sight that:

1. Sterilizer operator, hoisting crane operator and boiler operator have has licenses.
2. Sterilizer and Boiler operators were using PPE's: safety shoes, masker, helmet, ear plug and masker.
3. WTP operator was using PPE's: safety shoes, masker, helmet and gloves.

Auditor conclusions:

Based on above explanation, this NCR has been closed.

Verified by : Trismadi N & Bayu Y

<i>NCR No.</i>	: 2018.05	<i>Issued by</i>	: Trismadi N
<i>Date Issued</i>	: 5 October 2018	<i>Time Limit</i>	: ASA-1.2
<i>NC Grade</i>	: Minor	<i>Date of Closing</i>	:
<i>Standard Ref. & Requirement</i>	: 4.7.6. All workers shall be provided with medical care, and covered by accident insurance (see criterion 6.5.3)		
Evidence observed (filled by auditor):			
3. The company has agreement with several contractor, for example: CPO transport No. 012/Jasa Pengangkutan/BSC-SIE/XI/2017 dated 1 November 2017 with CV Semangus Indah Ekspres. However there are no clauses about obligation of contractor to register all contractor worker on health insurance and accident insurance.			
4. Based on interview with FFB transport contractor, sighted that they has been paid allowance for paying health and accident insurances.			
Non-Conformance Description (filled by auditor):			
The company has not been able to show that all workers have been provided with health services and covered by accident insurance.			
Root Cause Analysis (filled by organization audited):			
There are no written provisions regarding BPJS registration requirements for all contractor workers.			

<p>Correction <i>(filled by organization audited):</i> The company will coordinate with all contractors, they should register immediately its workers on BPJS (work accident and health).</p>
<p>Corrective Action <i>(filled by organization audited):</i> Inter-Office Mail from BPE Senior Manager to all contractor no 001/SPK Kontraktor/XII/2018 dated 17 December 2018, subject: additional clause on the agreement regarding BPJS registration for all contractor workers.</p>
<p>Assessor Evaluation and Conclusion <i>(filled by auditor):</i> Verification on 6 December 2018 The company was shown several evidences: 1. Record of BPJS workers payment for 1 workers of Rici Ricardo dated 29 November 2018. 2. Record of BPJS workers payment for 4 workers of Rici Ricardo dated 29 November 2018.</p> <p>Auditor Conclusions: There are no evidence that all contractor workers has been register on the BPJS (workers and health).</p>
<p>Verified by : Trismadi Nurbayuto</p>

NCR No.	: 2018.06	Issued by	: Andi Pratama Pasaribu
Date Issued	: 5 October 2018	Time Limit	: 3 January 2019
NC Grade	: Major	Date of Closing	: 18 December 2018
Standard Ref. & Requirement	<p>5.7.2 The involved supply chain actors mentioned in 5.7.1 shall do the following actions in the RSPO IT Platform:</p> <ul style="list-style-type: none"> 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. 		
<p>Evidence observed <i>(filled by auditor):</i> Based on document verification the company have no been able to show transaction record on the RSPO IT Platform which informed the shipping announcement, tracing, removing stock and others. While in accordance to interview with related staff sighted that RSPO product sales is authority of Marketing Department in Head Office Jakarta.</p> <p>Non-Conformance Description <i>(filled by auditor):</i> The company can't demonstrate all transaction on RSPO IT Platform.</p>			
<p>Root Cause Analysis <i>(filled by organization audited):</i></p>			

All of sales document available in Head Office Jakarta.	
Correction <i>(filled by organization audited):</i> The management unit will coordination with Marketing Jakarta related to RSPO IT platform.	
Corrective Action <i>(filled by organization audited):</i> RSPO certified product sales will be available on the SPF.	
Assessor Evaluation and Conclusion <i>(filled by auditor):</i> Verification on 14 November 2018 The company was shown transaction record of CPO with ID No. TR-ffd0fd52-a6bd (Seller Ref. 00396/00375/04/18/L-BSC-MKS) sold to PT. Golden Hope Nusantara dated 30 April 2018 amount 3,187.66 MT. Verification on 18 December 2018 Based on mass balance data twelve month before audit sighted that:	
Product	RSP0 Claim (MT)
CPO	3,187.66
PK	-
Sold as Conventional (MT)	
9,126.94	
2,550	
Based on above explanation, this NCR was closed.	
Verified by	: Trismadi N&Andi Pratama Pasaribu

NCR No.	: 2018.07	Issued by	: Andi Pratama Pasaribu
Date Issued	: 5 October 2018	Time Limit	: 3 January 2019
NC Grade	: Major	Date of Closing	: 18 December 2018
Standard Ref. & Requirement	: 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		
Evidence observed <i>(filled by auditor):</i> There is no record keeping of SCCS.			
Non-Conformance Description <i>(filled by auditor):</i> There are no accurate, complete, up to date and accessible records in accordance to RSPO SCCS requirement.			
Root Cause Analysis <i>(filled by organization audited):</i> Book Keeping SCCS is made by the Head of Administration of SPF, however there is a change at the beginning this year and is not resumed by the successor.			
Correction <i>(filled by organization audited):</i> The company always makes accurate, complete and up to date records of SCCS in accordance to requirement.			
Corrective Action <i>(filled by organization audited):</i> RSPO certified product sales will be available on the SPF.			
Assessor Evaluation and Conclusion <i>(filled by auditor):</i> Verification on 14 November 2018 The company was shown Mass Balance period of September to October 2018. There are CPO sales with ID No. TR-ffd0fd52-a6bd			

(Seller Ref. 00396/00375/04/18/L-BSC-MKS) sold to PT. Golden Hope Nusantara dated 30 April 2018 amount 3,187.66 MT.

Verificaiton on 18 December 2018

The company was shown mass balance record twelve month before audit period, as follows:

Month	FFB Received	FFB Processed	CPO Produced	PK Produced
September 2017	5,547.53	5,542.74	1,227.03	277.20
October 2017	6,108.64	6,053.01	1,314.33	266.57
November 2017	5,585.36	5,610.14	1,287.03	262.36
December 2017	5,480.21	5,352.78	1,198.50	263.31
January 2018	5,154.16	5,260.24	1,197.07	290.73
February 2018	3,432.42	3,416.50	760.12	166.13
March 2018	3,521.64	3,492.24	743.50	160.61
April 2018	4,145.76	4,171.59	876.18	193.12
May 2018	5,056.14	5,123.16	1,060.16	222.74
June 2018	4,320.25	4,325.68	871.67	179.53
July 2018	8,393.02	8,183.57	1,687.69	347.78
August 2018	8,241.79	8,395.43	1,789.62	382.87
Total	64,986.92	64,927.07	14,012.89	3,012.93

There are CPO and PK sales during this period with volume as:

Product	RSPO Claim (MT)	Sold as Conventional (MT)
CPO	3,187.66	9,126.94
PK	-	2,550

Based on above explanation, this NCR was closed.

Verified by : Trismadi N & Andi Pratama Pasaribu

NCR No.	: 2018.08	Issued by	: Andi Pratama Pasaribu
Date Issued	: 5 October 2018	Time Limit	: 3 January 2019
NC Grade	: Major	Date of Closing	: 18 December 2018
Standard Ref. & Requirement	: 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.		
Evidence observed (filled by auditor): There are no record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a three monthly basis.			

Non-Conformance Description (filled by auditor):

There are no record of SCCS with a three monthly basis.

Root Cause Analysis (filled by organization audited):

The company always makes accurate, complete and up to date records of SCCS in accordance to requirement.

Correction (filled by organization audited):

Revision the mass balance document with 3 monthly basis data.

Corrective Action (filled by organization audited):

The company will be record of mass balance document with 3 monthly basis by Head of Administration

Assessor Evaluation and Conclusion (filled by auditor):

Verification on 14 November 2018

The company was shown Mass Balance period of September to October 2018. There are CPO sales with ID No. TR-ffd0fd52-a6bd (Seller Ref. 00396/00375/04/18/L-BSC-MKS) sold to PT. Golden Hope Nusantara dated 30 April 2018 amount 3,187.66 MT.

Verificaiton on 18 December 2018

The company was shown mass balance record twelve month before audit period, as follows:

Month	FFB Received	FFB Processed	CPO Produced	PK Produced
September 2017	5,547.53	5,542.74	1,227.03	277.20
October 2017	6,108.64	6,053.01	1,314.33	266.57
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December 2017	5,480.21	5,352.78	1,198.50	263.31
January 2018	5,154.16	5,260.24	1,197.07	290.73
February 2018	3,432.42	3,416.50	760.12	166.13
March 2018	3,521.64	3,492.24	743.50	160.61
April 2018	4,145.76	4,171.59	876.18	193.12
May 2018	5,056.14	5,123.16	1,060.16	222.74
June 2018	4,320.25	4,325.68	871.67	179.53
July 2018	8,393.02	8,183.57	1,687.69	347.78
August 2018	8,241.79	8,395.43	1,789.62	382.87
Total	64,986.92	64,927.07	14,012.89	3,012.93

There are CPO and PK sales during this period with volume as:

Product	RSPO Claim (MT)	Sold as Conventional (MT)
CPO	3,187.66	9,126.94
PK	-	2,550

Based on above explanation, this NCR was closed.

Verified by : Trismadi N & Andi Pratama Pasaribu

3.5.3 Opportunity for Improvement

No	Ref. Std.	Description
1	6.5.3	Based on field observations to the housing in Division 3, BPE has damaged many employees' homes. In addition, the results of interviews with several employees at the SPE, the SPF, the Gender Committee and the Workers' Union complained that many housing conditions had begun to break down. Sometimes it takes enough time to wait for repairs from the company, because it must go through the purchase process. While the results of interviews with management explained that the CHC development was constrained because the contractor was not willing to provide quotations / retribution for each sand / material truck that passed through Anyar Village. The company is considering continuing the construction of the Central Housing Complex (CHC) for plantation employees and PKS. (OFI)
2	SCCS D.6.1	Ensure SCCS procedures are in accordance with the RSPO Supply Chain Certification Standard.

3.1.1. Noteworthy Positive Components ASA 1.1

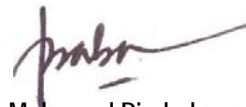

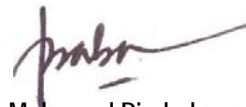

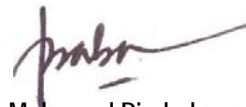

No	Description
1	Commitment to applying the principle of sustainable palm oil development.
2	Having competent human resources to implement the principle of sustainable palm oil development.
3	Has received Blue PROPER in 2016-2017.
4	Has received an ISPO certificate
5	Has received the Zero Accident award in 2018.

3.6 Summary of Arising Issues from Public and Auditor Verification

Issue from Public	Auditor Verification
<p>Manpower and Transmigration of Musi Rawas District</p> <ul style="list-style-type: none"> • Normatively related to regulatory compliance, licensing and reporting has been well-documented. • The Company guarantees freedom of association of employees and the company has a union • The operator's license for related work on the PT BSC plantation has been owned by the company • Company has reported labor required to report on a regular basis. • All Employees has been covered with BPJS • Minimum wage has followed Musirawas Regency Rp 2.725.800,- 	<p>The company has follow minimum wage and has explain criterion 6.5 and The company has operators that have been certified, such as lift aircraft carrier transporters, steam ant criterion 4.7</p>
<p>Manpower and Transmigration of Musi Rawas District</p> <ul style="list-style-type: none"> • Communication with the company are good • There is no complaints related to industrial relations or labor issues. • Minimum wage has followed Musirawas Regency Rp 2.725.800,- • Employees of the company have formed a union and have been listed in the Department of Employment • The company has operators that have been certified, such as lift aircraft carrier transporters, steam etc. • No Child Labor in PT BSC 	<p>The company has follow minimum wage and has explain criterion 6.5 and The company has operators that have been certified, such as lift aircraft carrier transporters, steam ant criterion 4.7</p>
<p>Department of Plantations of Musi Rawas District</p> <ul style="list-style-type: none"> • Communication with PT BSC are good, the company is technically agronomy already meet the applicable laws and regulations. • There should be good communication with the public in order to avoid conflicts • Report progress on the plantation business routinely reported per semester • There are no negative issues such as landfires, conflicts / disputes with local communities and other business interruptions • The company has a CSR program with the local government as well as the surrounding village. • the company reported replanting activities to Department of Plantations • <i>Penilaian Usaha Perkebunan</i> (PUP) was carried out in early July, currently in the stage of approval to the Bupati. 	<p>The company has a development plan for smallholder and is currently still in process prepare land area and has been explain at 6.1. There is no issue of land disputes and has explain 2.2 and about CSR program has been explain at criterion 6.11</p>
<p>Environment Agency of Musi Rawas District</p> <ul style="list-style-type: none"> • The company already has legality related to environmental 	<p>The Company has conducted regular reporting related</p>

<p>issues such as environmental documents (EIA), land application permits, and hazardous waste warehouse</p> <ul style="list-style-type: none"> • The Company has conducted report of Environmental Management Plan – Environmental Monitoring Plan every semester, reports of liquid waste and hazardous waste management periodically. • There have been environmental issues from the community, but verification has been done by officers from Environmental Body. The issue of the community is not in accordance with the conditions in the field. • It is expected to follow up on the wide differences in Environmental Permits with Land Use Title owned by the company. 	<p>to environmental management and waste management Quarterly Report has been explain at criterion 5.1 and 5.3</p> <p>The companies has planted of trees on the river banks and leave 50 meter from river bank did not replanting with palm oil tree and it has been explain criterion 4.4 and 5.2</p>
<p>Semangus Baru Village</p> <ul style="list-style-type: none"> • Communication between the company and the village has been better than in previous years. • There is local people has been work at PT BSC. • CSR provided by the company include the provision of cows for sacrificial animals, mosques operational charity and food aid, road maintenance. Assistance is generally given after the submission of proposals from the village. • There is no issue of land disputes in semangus baru village. • The company has been involved in the process of developing program (musreimbang) at Musirawas regency for prepare CSR program • The Company has been socialized as related to the management of HCV in the areas of the company. And zero burning. 	<p>CSR program has been explain at criterion 6.11 no issue of land disputes and has explain 2.2</p>
<p>Muara Rengas Village</p> <ul style="list-style-type: none"> • Communication between the company and the village has been better than in previous years. • There is local people has been work at PT BSC. • CSR provided by the company include the provision of cows for sacrificial animals, mosques operational charity and food aid, road maintenance. Assistance is generally given after the submission of proposals from the village. • Last CSR by the company is build a meetinghouse. • There is no issue of land disputes in muara rengas village. • The company has been involved in the process of developing program (musreimbang) at Musirawas regency for prepare CSR program • The Company has been socialized as related to the management of HCV in the areas of the company. And zero burning. • 	<p>CSR program has been explain at criterion 6.11 no issue of land disputes and has explain 2.2</p>
<p>Anyar Village</p> <ul style="list-style-type: none"> • The company existence had made a positive contribution to the 	

<p>community with the opening of transportation access, information, employment opportunities and business opportunities.</p> <ul style="list-style-type: none"> • Land acquisition has following the national regulation or land acquisition procedure and also witnessed by the local government. • The company has been helped the local community through the CSR program. 	<ul style="list-style-type: none"> • As written in criteria 6.11 • As written in criteria 2.2 and 2.3 • As written in criteria 6.11
<p>Labor Union SPSI</p> <p>There was no significant issue regarding to industrial relationship between the company and labor union.</p>	<p>As written in principle 6</p>
<p>Local Contractor</p> <p>The company unit has been working with local contractors and paid according to the contract and on time.</p>	<p>As written in principle 6.10</p>

4.0	CERTIFIED ORGANISATION'S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY		
4.1	Formal Sign-off of Assessment Findings		
	<p>Hereunder sign by management representative from inspected company 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> <table border="0" data-bbox="438 756 1347 1008"><tr><td data-bbox="438 756 747 1008"><p>PT Bina Sains Cemerlang Management Representative</p><p><u>Mohamad Pirabaharan</u> Thursday, 19 December 2018</p></td><td data-bbox="1023 756 1347 1008"><p>Mutuagung Lestari Lead Auditor</p><p><u>Andi Pratama Pasaribu</u> Thursday, 19 December 2018</p></td></tr></table>	<p>PT Bina Sains Cemerlang Management Representative</p>  <p><u>Mohamad Pirabaharan</u> Thursday, 19 December 2018</p>	<p>Mutuagung Lestari Lead Auditor</p>  <p><u>Andi Pratama Pasaribu</u> Thursday, 19 December 2018</p>
<p>PT Bina Sains Cemerlang Management Representative</p>  <p><u>Mohamad Pirabaharan</u> Thursday, 19 December 2018</p>	<p>Mutuagung Lestari Lead Auditor</p>  <p><u>Andi Pratama Pasaribu</u> Thursday, 19 December 2018</p>		

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

No	Institution / NGO / Community	Address	Phone/Email	Form of Communication	Date of Contact	Response	
						Yes	No
1.	Environment Agency	District of Musi Rawas, Province of Sumatera Selatan.	-	Interview	1 October 2018	√	-
2.	Manpower and Transportation Agency	District of Musi Rawas, Province of Sumatera Selatan.	-	Interview	1 October 2018	√	-
3.	Plantation and Agency	District of Musi Rawas, Province of Sumatera Selatan.	-	Interview	1 October 2018	√	-
4.	Labor Union PT Bina Sains Cemerlang.	District of Musi Rawas, Province of Sumatera Selatan.	-	Interview	2 October 2018	√	-
5.	Gender Committee of PT Bina Sains Cemerlang	District of Musi Rawas, Province of Sumatera Selatan.	-	Interview	2 October 2018	√	-
6.	Village leaders and representatives of communities Semangus village and Anyar Village.	District of Musi Rawas, Province of Sumatera Selatan.	-	Interview	1&2 October 2018	√	-
7.	Local Contractor	District of Musi Rawas, Province of Sumatera Selatan.	-	Interview	2 October 2018	√	-
8.	<i>Wahana Lingkungan Hidup Indonesia (Walhi)</i>	Jakarta, Indonesia	informasi@walhi.or.id	Email	28 September 2018	-	√
9.	<i>Aliansi Masyarakat Adat Nusantara (AMAN)</i>	Jakarta, Indonesia	rumahaman@cbn.net.id	Email	28 September 2018	-	√
10.	Pengembangan Masyarakat Madani (PM2)	South Sumatra	pm@palembang.wasantara.net.id	Email	28 September 2018	-	√
11.	Pusat Studi SDA dan Pembangunan Abdi Nusa (PSSA & PASBDINUSA)	South Sumatra	bantaya@palu.wasantara.net.id	Email	28 September 2018	-	√
12	Internal stakeholders: Bukit Pinang Estate (02 October 2018) - 4 peoples - Spraying Labor. - 8 peoples - Fertilizer Labor - 2 people – Harvesting and Loss Fruit Colecting Labor. - 3 peoples – Pest and Disease Cencus Labor. Sungai Pinang (03 October	South Sumatra		Interview		√	

<p>2018)</p> <ul style="list-style-type: none"> - 4 people - Harvesting Labor. - 7 peoples - Spraying Labors. - 5 peoples – Manuring Labor - 5 peoples – Manual Weeding Labor - 3 peoples – Nursery Labo <p>Sungai Pinang Palm Oil Mill (03 October 2018)</p> <ul style="list-style-type: none"> - 1 people – Security Labor - 1 people – Engine Station Labor. - 6 peoples - Grading Station Labor. - 2 peoples - Clarification Station Labor. - 2 peoples – Sterilizer Operator. - 1 people – Crane Operator 					
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Appendix 2. Assessment Program

DATE	1 – 5 OCTOBER 2018	
PROGRAM	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
Monday, 1 October 2018		
06.00 – 07.10 07.30 – 10.00 10.00 – 12.00	Jakarta → Lubuk Linggau Lubuk Linggau → Musi Rawas Stakeholders consultation to Related Government Institution (Musi Rawas District and local NGO)	<ul style="list-style-type: none"> • ALL Team • ALL Team • ALL Team
12.00 – 14.00	Musi Rawas → Site PT. BINA SAINS CEMERLANG Opening Meeting	<ul style="list-style-type: none"> • ALL Team
15.00 – 16.00	Review of Previous Visit Non-conformance and verification of basic information	<ul style="list-style-type: none"> • ALL Team
16.00 – 17.00		<ul style="list-style-type: none"> • ALL Team
Tuesday, 2 October 2018		
08.00 - 12.00	Field Observation Bukit Pinang Estate <ul style="list-style-type: none"> • Manuring, Spraying, Harvesting, EFB application, best agricultural practices • Worker Welfare (payments, complaint mechanism) • Hazardous Waste Material (B3) management; Worker facilities (housing, health clinic, clean water, etc), Land Fill, and Land Fire facilities, Storage, ect. • Legal operational and Conservation Area 	<ul style="list-style-type: none"> • SAP • SAP • TNB/ BYG
08.00 – 12.00	Stakeholders consultation to Nearest village, community leader.	<ul style="list-style-type: none"> • APP
12.00 – 14.00	BREAK	ALL Team
14.00 – 17.00	<ul style="list-style-type: none"> • Stakeholders consultation to local contractor, Workers Union, Gender Committee. • Clarification of Public Consultation • Document Review and Verification of Previous Non-Conformance Record 	<ul style="list-style-type: none"> • TNB • ALL Team • ALL Team
Wednesday, 3 October 2018		
08.00 – 12.00	Field Observation Sungai Pinang Estate <ul style="list-style-type: none"> • Manuring, Spraying, Harvesting, EFB application, best agricultural practices • Worker Welfare (payments, complaint mechanism) • Hazardous Waste Material (B3) management; Worker facilities (housing, health clinic, clean water, etc), Land Fill, and Land Fire facilities, Storage, ect. • Legal operational and Conservation Area 	<ul style="list-style-type: none"> • SAP/TNB • SAP/TNB • BYG/ APP
12.00 – 14.00	BREAK	ALL Team
14.00 – 17.00	<ul style="list-style-type: none"> • Clarification of Public Consultation • Document Review and Verification of Previous Non-Conformance Record 	<ul style="list-style-type: none"> • ALL Team • ALL Team
Thursday, 4 October 2018		
08.00 – 12.00	Field observation to Sungai Pinang POM <ul style="list-style-type: none"> • Security Post, FFB receiving, CPO & PK Sending/SCCS Aspect). • FFB grading, FFB processing, OHS Aspect, Worker Welfare (payments, complaint mechanism). • Water Treatment Plant, Schedule Waste, Workshop, Chemical Storage, WWTP, Leachate Water management. 	<ul style="list-style-type: none"> • APP/BYG • SAP/TNB

DATE	1 – 5 OCTOBER 2018	
PROGRAM	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
	Document Review and Verification of Previous Non-Conformance Record	• ALL TEAM
12.00 – 14.00	BREAK	ALL Team
14.00 – 17.00	<ul style="list-style-type: none"> • Field observation clarification • Document Review and Verification of Previous Non-Conformance Record 	<ul style="list-style-type: none"> • ALL Team • ALL Team
Friday, 5 October 2018		
08.00 – 10.00	<ul style="list-style-type: none"> • Closing meeting • PT BSC → Lubuk Linggau • Lubuk Linggau → Jakarta 	<ul style="list-style-type: none"> • ALL Team • ALL Team • ALL Team
10.00 – 13.00		
14.00 -		