

Malaysian Sustainable Palm Oil Certification
MSPO – PART 3 (GENERAL PRINCIPAL FOR OIL PALM PLANTATIONS AND ORGANISED SMALLHOLDERS)

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

Plantation Management/Owner : Felda Global Ventures Plantation (Malaysia) Sdn Bhd subsidiary of Felda Global Ventures Holdings Bhd.

Plantation Name : Felda Global Venture Plantation Malaysia Sdn Bhd
[Chador 01, Rantau Abang 01, Rantau Abang 02]

Location : As per in table 1.3.

Certificate Code : **MUTU-MSPO/014**

Date of certificate issue : 09/10/2018

Date of expiry of certificate : 08/10/2023

Assessment	Assessment Date	Mutuagung Lestari Malaysia Auditor	Review by	Approve by
Main/ST-2	24 th – 25 th July 2018	Mahaswaran (Lead Auditor), Ebnu Holdoon Shawal [Auditor] Yap Chin Hung [Auditor]	Ganapathy Ramasamy / Peter	Hari Naveen Christopher

Assessment	Approved by MUTUAGUNG LESTARI MALAYSIA SDN BHD on:
Main/ST-2	09/10/18

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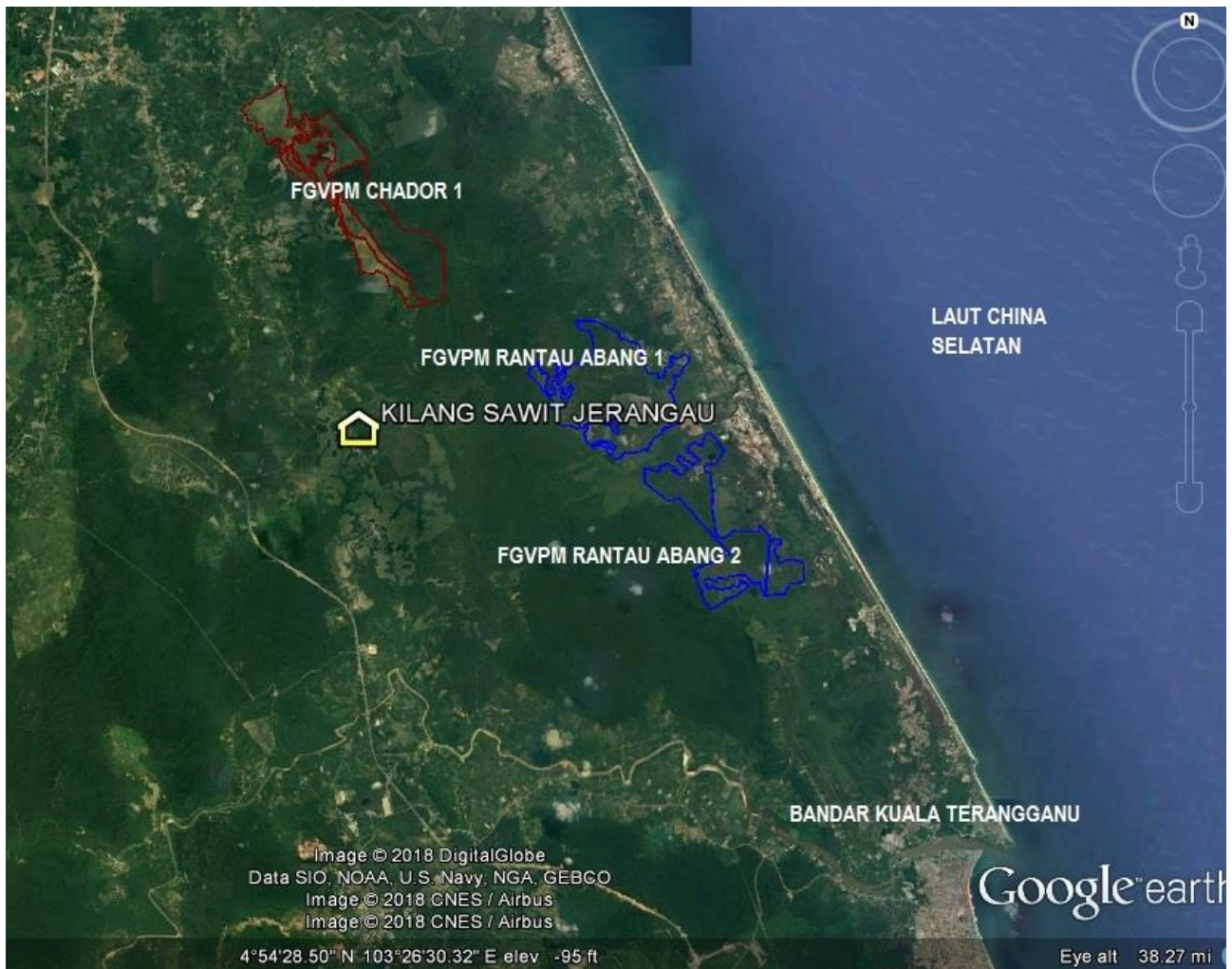


Figure 2. Operational Map of Chador 01 Estate

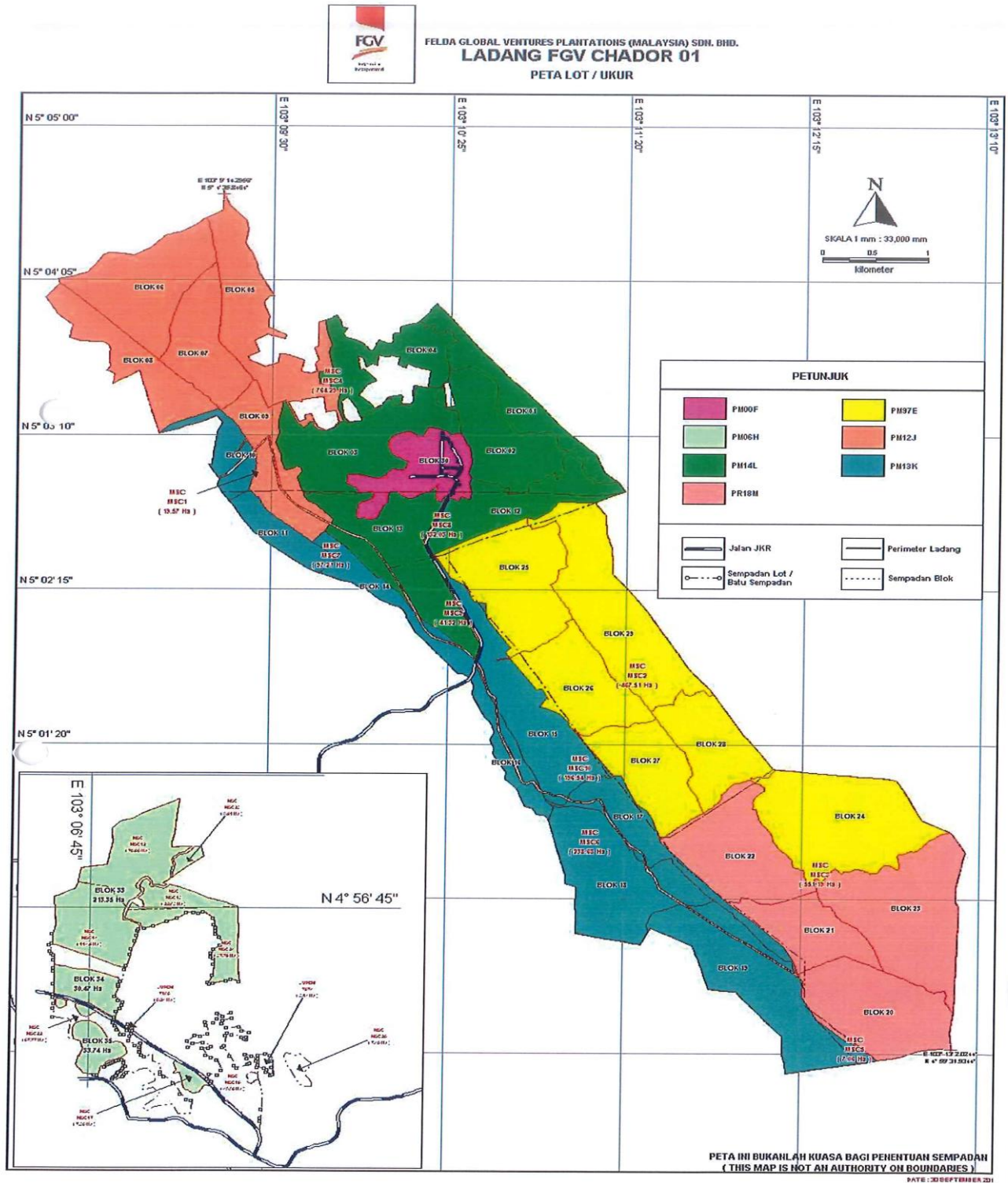


Figure 3. Operational Map of Rantau Abang 01 Estate

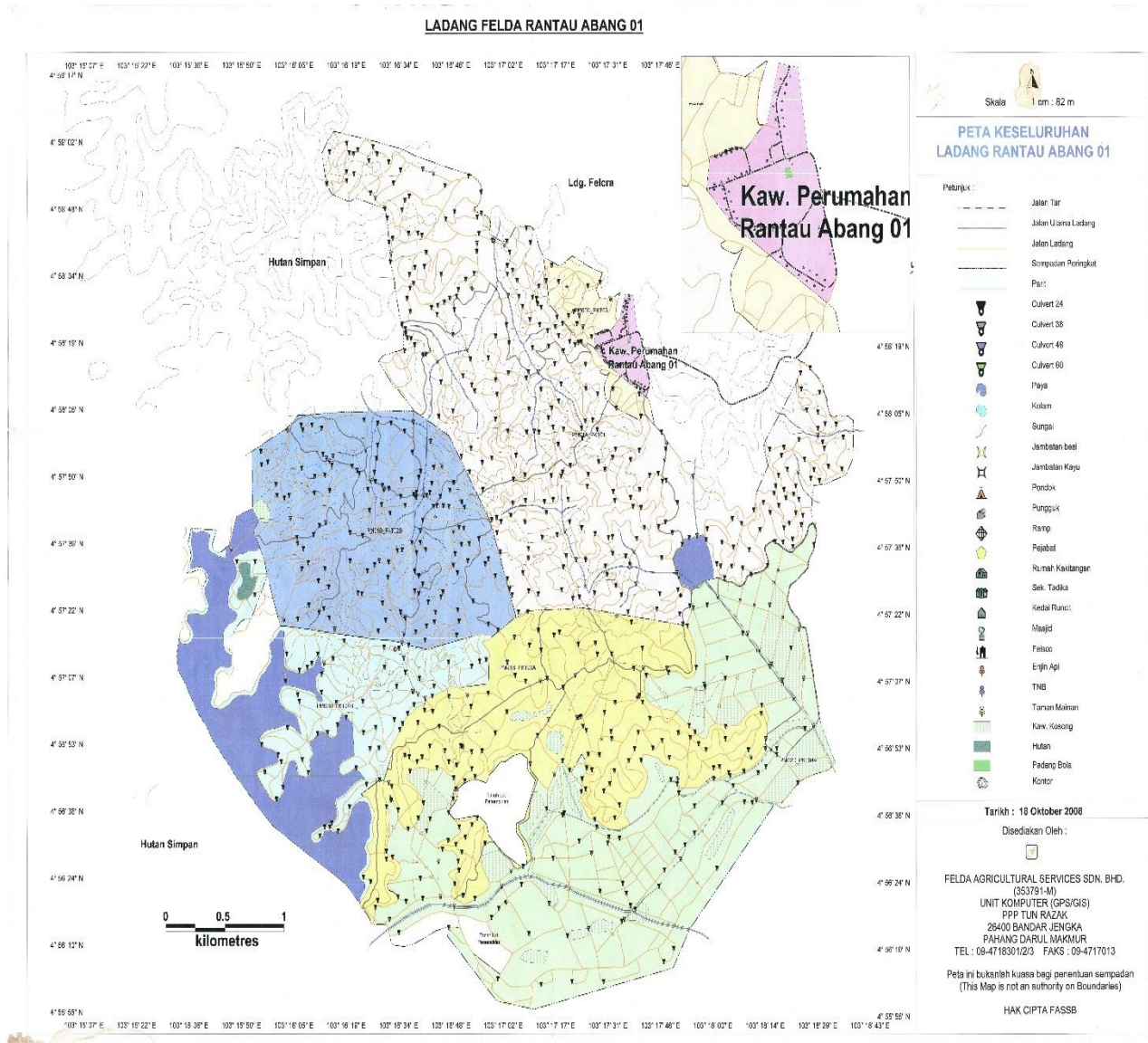
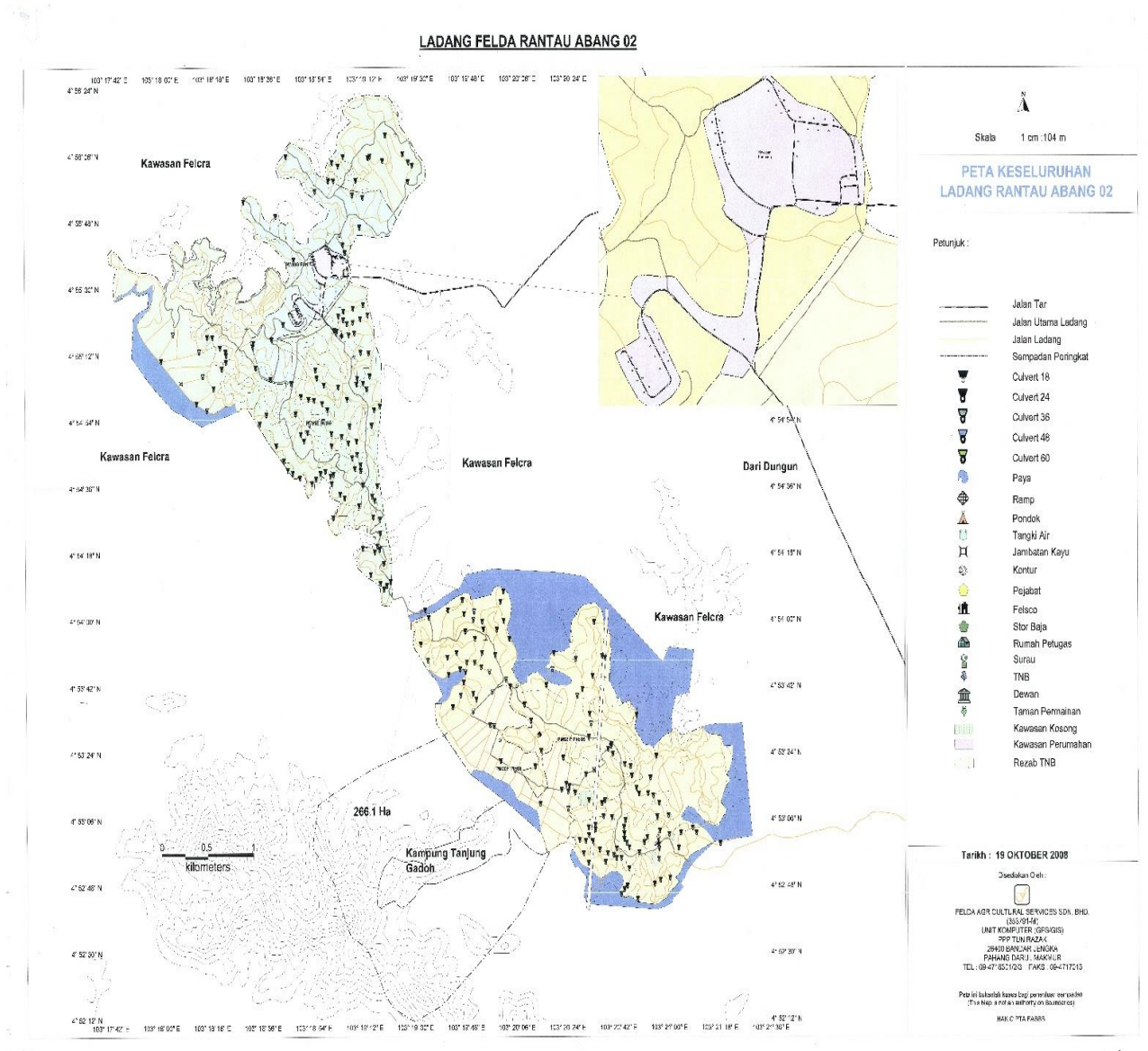


Figure 4. Operational Map of Rantau Abang 02 Estate



1.0		SCOPE OF THE CERTIFICATION ASSESSMENT																																						
1.1	Assessment Standard Used	Malaysian Sustainable Palm Oil Certification MSPO – Part 3 (General Principal for Oil Palm Plantations and Organized Smallholders)																																						
1.2	Organization Information																																							
1.2.1	Company name	Felda Global Ventures Holdings Bhd																																						
1.2.2	Contact person	Mr. Norazam Abdul Hameed																																						
1.2.3	Company address and site address	RSPO Registered Company: Felda Global Ventures (HQ) Level 45, Menara Felda, Platinum Park, No. 11, Persiaran KLCC, 50088 Kuala Lumpur, Malaysia.																																						
1.2.4	Telephone	(+ 603) – 26005349																																						
1.2.5	Fax	(+ 603) – 26987816																																						
1.2.6	E-mail	norazam.ah@feldaglobal.com																																						
1.2.7	Web page address	http://www.feldaglobal.com																																						
1.3	Supply Base(s) Information																																							
1.3.1	Location of Certification Scope of Supply Base																																							
	<table><tr><th rowspan="2">Name of Supply Base</th><th rowspan="2">Location</th><th colspan="2">Coordinate</th></tr><tr><th>Latitude</th><th>Longitude</th></tr><tr><td>Rantau Abang 01</td><td>Ladang Rantau Abang 01, 21610 Merchang, Marang, Terengganu.</td><td>4°58'21" N</td><td>103°17'35" E</td></tr><tr><td>Rantau Abang 02</td><td>Kampung Jambu Bongkok, 21610 Merchang, Marang Terengganu</td><td>4°55'34" N</td><td>103°19'8" E</td></tr><tr><td>Chador 01</td><td>Ladang Felda Chador 01, Wakil Pos Bukit Bading, 21810 Anjil, Terengganu</td><td>5°02'49" N</td><td>103°10'26" E</td></tr></table>			Name of Supply Base	Location	Coordinate		Latitude	Longitude	Rantau Abang 01	Ladang Rantau Abang 01, 21610 Merchang, Marang, Terengganu.	4°58'21" N	103°17'35" E	Rantau Abang 02	Kampung Jambu Bongkok, 21610 Merchang, Marang Terengganu	4°55'34" N	103°19'8" E	Chador 01	Ladang Felda Chador 01, Wakil Pos Bukit Bading, 21810 Anjil, Terengganu	5°02'49" N	103°10'26" E																			
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*Source 12 month Forecasted CPO/PK Production Data by the Company. Use either 12 months forecast from audit or company's next year's forecast.

1.4	Other Certifications	
	ISO 9001:2008	-
	ISO 14001: 2004	-
	OHSAS 18001:2007	-
	ISCC	-
	Others	RSPO Certified

2.0	ASSESSMENT PROCESS
2.1	Certification Body
	<p>Mutuagung Lestari Malaysia Sdn Bhd. B-0926 Empire Soho, Empire Shopping Gallery, Jalan SS 16/1 Subang Jaya, 47500 Petaling Jaya, Selangor, Malaysia Website: www.mutucertification.com Email: hari@mutucertification.com</p>
2.2	Assessment Team
Main ST-2	<p>Mahaswaran Maliyapan (Lead Auditor) Malaysian. Executive Master in Entrepreneurship Enhancement [Supply Chain Management], Professional Diploma in International Management Practices, Graduate Diploma in Business Administration and Diploma in Mechanical Engineering. Has vast exposure and experience in engineering, quality, 2nd & 3rd party auditing in various industries and owns proven track records of auditing various multinational companies both locally and internationally. Certified Lead Auditor for ISO 9001, 14001, OHSAS 18001, RSPO P&C, RSPO SCCS, RSPO Next and MSPO. Since 2012 trained in agriculture certification programs such as RSPO, MSPO and SCCS and holds role as lead auditor or auditor with several local and overseas certification bodies. He too in Quality Environmental Management System as well the Occupational, Health and Safety auditing.</p> <p>Ebnu Holdoon Shawal (Auditor) Malaysian. Graduated with Bachelor of Civil Engineering from University Tenaga Nasional in Malaysia. He has been completed the ISO 9001: 2008 QMS Lead assessor course for RABQSA – QM 785 (Exemplar Global) certified. He has an experience regarding the safety, health and environmental standard for construction works as an engineer for 1 year. He has gone for various RSPO audit including Felda POM and United Plantation as trainee auditor and have total 42-man days following the auditing activities. During this audit he has been assigned to verify the Transparencies and Environmental aspect.</p> <p>Yap Chin Hung. Graduated from University of Malaya with a Bachelor of Engineering (Honours) Degree in Manufacturing Engineering. He is a member of the Institute of Engineers, Malaysia. He had consulted and trained clients from various industries such as chemical, metal fabrication, engineering, electronics, manufacturing, fabrications, plastics, construction and trading in setting up and implementing the Management Systems based on ISO 9001, ISO 14001, ISO 13485, ISO 2200, HACCP, GMP, FSC and OHSAS 18001. Along his service as ISO consultant, he has assist more than 100 companies to obtain the ISO certification from various Certification Body. Yap is also the associate auditor for QE Certification, UK helping in carrying out 3rd party certification audit for ISO 9001, ISO 14001, ISO 22000 & OHSAS 18001.</p>
2.3	Assessment Methodology, Assessment Process and Locations of Assessment
2.3.1	Figure of person days to implement assessment
Main ST-2	<p>Number of auditors: 3 auditors Number of days for Main/Stage-2 at site: 2 days Number of working days for Main/Stage-2 at site: 6 Working days</p>

2.3.2	Detail process of assessment
Main / ST-2	<p>Mutuagung Lestari Malaysia Sdn. Bhd. [thereafter known as MUTU] has conducted on-site Certification Assessment for Jerangau Complex [3 Estates] from 24th – 25th July 2018 by 3 auditors as to assess the compliance of the certification unit against the Malaysian Sustainable Palm Oil Certification MSPO – Part 3 (General Principal for Oil Palm Plantations and Organized Smallholders). The Stage 1 audit which to confirm Jerangau Complex's readiness for the Stage 2 audit was done on 02-05/05/17 by Trismadi Nurbayuto (Lead Auditor) and Andi Prathama Pasaribu (Auditor) resulted with 2 findings. The client has responded with appropriate corrective actions prior to stage 2 audit.</p> <p>This assessment was conducted in three methods: (1) document review, aiming to observe the sufficiency of types or substances from required documents; (2) interview, aiming to obtain more detailed information and cross check the information; and (3) field observation, aiming to observe directly the sufficiency of implementation on site.</p> <p>Some opportunities for improvement of the results delivered by the MUTU auditor to the management unit and the results are the subject will be verified at the next assessment phase. All information obtained was recorded in Check List of MUTU. It was witnessed, the estate was having full operation during the scheduled time of visit. This allows the audit team start from the planning and then walk through the field operation process which eliminates the risk of missing certain key aspects. – the audit plan attached to this report as an appendix.</p>
2.3.3	Locations of Assessment
MAIN / ST-2	<p>Total estate (3): Chador 01, Rantau Abang 01 and Rantau Abang 02</p> <p>Sampled estates (2/3): Chador 01, Rantau Abang 01</p>
2.4	Stakeholder Consultation
2.4.1	Summary of stakeholder consultation process.
MAIN / ST-2	<p>Consultation of stakeholders for Jerangau Baru POM, FGVP(M) held by:</p> <ol style="list-style-type: none"> 1. Public announcement at web www.mutucertification.com and www.rspo.org on June, 12th 2018 2. Public consultation by interview with representative of SK Pasir Puteh, Jambu Bongkok on July 24th, 2018. 3. Consultation meeting and interview with Internal Stakeholder (Gender committee, FFB Contractor, & Foreign Workers Representative) on July 24th, 2018. 4. Consultation with NGO (Suhakam-National Human Rights Society, NUPW –National Union of Plantation Worker, Traffic - the wildlife trade monitoring network, & Malaysian Environmental NGOs – MENO) via email on July 11th, 2018. <p>Numbers of input from stakeholders were clarified by Jerangau Baru POM, FGVP(M).</p>
2.5	Determining Next Assessment
	The next visit of ASA 1 will be determined one year after this Main / ST-2.

3.0. ASSESSMENT RESULT

3.1. Summary of Assessment Report of the MSPO Certification

MUTU has conducted the main / ST-2 assessment of Jerangau Complex [Estates] – FGVP(M) operation consisting of three (3) estates. During this assessment, zero (0) Major non-conformity, two (2) Minor nonconformities and three (3) opportunities for improvement were identified against MS 2530-3:2013. Further explanation of the non-conformities raised are provided in section 3.5. MUTU found that Jerangau Complex [Estate] – FGVP(M) complied with the requirements of Malaysian Sustainable Palm Oil Certification MSPO – Part 3 (General Principal for Oil Palm Plantations and Organized Smallholders). Since the audit objectives as mentioned in the audit plan have been achieved and assessment that was resulted with no major non-conformity, therefore the lead auditor **recommends** Jerangau Complex [Estate] for compliance with the Malaysian Sustainable Palm Oil Certification MSPO – Part 3 (General Principal for Oil Palm Plantations and Organized Smallholders).

Ref Std.	VERIFICATION RESULT of MUTU-Certification	
4.1 PRINCIPLE 1 MANAGEMENT COMMITMENT AND RESPONSIBILITY		
4.1.1 Malaysian sustainable palm oil (MSPO) policy		
4.1.1.1 Indicator 1: A policy for the implementation of MSPO shall be established.		
<p>FGVPM Chador 01 and FGVPM Rantau Abang 01 seen maintaining the “Polisi Kelestarian Kumpulan” dated on 01/09/16 as for purpose to establish objectives and guidelines to understand and enforce various sustainability policies. Seen in page 8 of 14, bullet 6.4 quoting the management’s commitment towards the implementation of MSPO scheme. There is specific policy on MSPO, however the elements of MSPO seen linked to various Group Sustainability Policies such as commitment towards No Child Labour, No Deforestation, No Forced Labour & Contract Substitution, Meeting the Minimum Wages Standard, etc.</p> <p>The sampled estates workers and staff are being regularly briefed on Group Sustainability Policies during daily morning muster call and weekly meeting. Interview with estate asst. manager Mr. Rahman, who mentioned the sustainability policies were briefed during morning muster call and it was cross verified with training records found satisfactory. Contractors and external stakeholders were briefed and communicated on MSPO requirements as part of implementation process, this were evidenced with attachments of what are the policies been briefed.</p>		
	Status:	Ok
4.1.1.2 Indicator 2: The policy shall also emphasize commitment to continual improvement.		
<p>Among the policies seen in FGVPM Chador 01 and FGVPM Rantau Abang 01 which linked to the continual improvements are, such as “Policy on Replanting” linkage to environmental monitoring plan, “Policy for Riparian” link to training and buffer zones. Generally, the policies regard to OSH were given high priority by having various improvement plans. The 16 policies are incorporated into various training programs such as PPE awareness, worker’s contract agreement, effective spraying techniques and etc.</p>		
	Status:	Ok
4.1.2 Criterion 2: Internal audit:		
4.1.2.1 Indicator 1: Internal audit shall be planned and conducted regularly to determine the strong and weak points and potential area for further improvement.		
<p>In FGVPM Chador 01, seen the annual internal audit dated on 30/05/18 covers requirements needed by the MSPO scheme and estate best practices. There were 38 non-conformities were found such as no proper signages, pesticide used records not updated, basic information on GHG not available, inventory on schedule waste not updated and etc. The annual internal audit was done by a team from PSD [Hilmie and Azwan].</p> <p>The no-conformities which related to infrastructure were rectified prior to this audit. Some of the documents and records related findings still in the progress of completion. In FGVPM Rantau Abang 01, the annual internal audit dated on 31/05/18 resulted with 18 non-conformities were found. The annual internal audit done by PSD [Hazwani and Fadzli].</p>		
	Status:	Ok
4.1.2.2 Indicator 2: The internal audit procedures and audit results shall be documented and evaluated, followed by the identification of strengths and root causes of nonconformities, in order to implement the necessary corrective action.		
<p>In sampled estates, seen the internal audit procedure [FGV/ML-1A/L2-Pr11] dated on 01/06/16 is currently being revised by the PSD team for the clarity of requirements of various sustainability programs. The process flow of the annual exercise is from establishing audit schedule → audit team selection → prepare audit plan → conduct audit – reporting of findings. Seen the estates sampled maintained the “pelan Tindakan Untuk NCR Internal Audit” which identifies the non-conformities addressed with action taken within 2 weeks to 1 month.</p>		
	Status:	Ok
4.1.2.3 Indicator 3: Report shall be made available to the management for their review.		
<p>In sampled estates, seen the findings from internal audit was responded by the sampled estate’s management during the Management Review Meeting for the period Jan-Dec 2017. Since the MSPO kick started in 2017, therefore the findings resulted from internal audit was not captured. The findings were uploaded in the Compliance Monitoring System as part of communication and review process.</p>		
	Status:	Ok

4.1.3 Criterion 3: Management review		
4.1.3.1 Indicator 1: The management shall periodically review the continuous suitability, adequacy and effectiveness of the requirements for effective implementation of MSPO and decide on any changes, improvement and modification.		
In FGVPM Chador 01, the management review meeting was done on 11/07/18 at estate's office chaired by estate manager. The minutes seen included of review on OHS, process performance, external audit performance and etc. In FGVPM Rantau Abang 01, the management review meeting was done on 08/07/18 for internal audit findings and 19/07/18 for social related findings at estate's office chaired by estate manager. The minutes seen included of review on findings and respond of internal audit, FFB production, environmental issues and OHS and etc. In next review, the management to include the aspects on continuous suitability, adequacy and effectiveness of the MSPO requirements and decide on if there is any changes, improvement and modification in the implementation and maintenance of the MSPO requirements.		
	Status:	Obs
4.1.4 Criterion 4: Continual improvement		
4.1.4.1 Indicator 1: The action plan for continual improvement shall be based on consideration of the main social and environmental impact and opportunities of the company.		
Seen in FGVPM Chador 01, the CIP for 2018/2019, sampled social impacts that resulted from SIA and improvement focusing on the non-conformance resulted from internal audit. Among the improvements are observing the foreign worker's movement, organizing religious events and etc. As for pesticide reduction, the estate plans to improve and/or adding barn owl and planting of beneficial plants. FGVPM Rantau Abang 01, has established CIP for 2018/2019, sampled for the environmental concern, there are plans to reduce erosion by planting cover crops and cross stacking of fronds. Seen the records of road maintenance and witness the frond staking manner during field visit. Aside there is a plan to further enhance the landfill area with proper signages and control mechanism.		
	Status:	Ok
4.1.4.2 Indicator 2: The company shall establish a system to improve practices in line with new information and techniques or new industry standards and technology, where applicable, that are available and feasible for adoption.		
In FGVPM Chador 01 and FGVPM Rantau Abang 01, interview with estate managers, reveals there was no new information and techniques, or new industry standards and technology being introduced. The estate management improves their yield trend by education workers in accordance to Manual Ladang Sawit Lestari.		
	Status:	Ok
4.1.4.3 Indicator 3: An action plan to provide the necessary resources including training, to implement the new techniques or new industry standard or technology (where applicable) shall be established.		
In FGVPM Chador 01 and FGVPM Rantau Abang 01 seen there is annual training calendar established as part of continuous improvement for OHS, environment and social. Sighted training records for estate workers on various topics that enhance continuous improvement of estate plantation performance. As mentioned in the 4.4.6.		
	Status:	Ok
4.2 PRINCIPAL 2: TRANSPARENCY		
4.2.1 Criterion 1: Transparency of information and documents relevant to MSPO requirements:		
4.2.1.1 Indicator 1: The management shall communicate the information requested by the relevant stakeholders in the appropriate languages and forms, except those limited by commercial confidentiality or disclosure that could result in negative environmental or social outcomes.		
For the sampled estates, seen the centralize stakeholder meeting for Jerangau Barat Complex was done on 10/07/18, sighted the attendance record [total 180 attended] attached with the minutes of meeting. Various issues were discussed and communicated, such as basic awareness on sustainability programs, the purpose of sustainability policies, payment to contractors and PPE awareness. A log book established for tracking of internal and/or external complaint. Based on the log book for communication and respond, appears no request nor complaint from external stakeholders. As for internal, the workers has recorded they request on household issues, such as broken window, toilet upgrading and etc.		
	Status:	Ok

4.2.1.2 Indicator 2: Management documents shall be publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.		
FGVPM Chador 01 and FGVPM Rantau Abang 01 seen maintaining the information on the publicly available documents seen specifically addressed in page 8 of FGV Sustainability Certification Handbook. This information also been communicated to external stakeholder during annual meeting.		
	Status:	Ok
4.2.2 Criterion 2: Transparent method of communication and consultation		
4.2.2.1 Indicator 1: Procedures shall be established for consultation and communication with the relevant stakeholders.		
For the sampled estates, there is a procedure [Communication & Consultation ML-1A/L2-PR3(0)] dated 01/06/16 available for communicating and reporting of EMS, OHS and social issues with relevant stakeholders.		
	Status:	Ok
4.2.2.2 Indicator 2: A management official should be nominated to be responsible for issues related to Indicator 1 at each operating unit.		
FGVPM Chador 01 and FGVPM Rantau Abang 01, seen has appointed Hashim bin Ab. Rahman as window person to communicate and follow up with regards to stakeholder's issues. Sighted the letter dated on 07/06/18 was approved by estate manager Mr. Rahman.		
	Status:	Ok
4.2.2.3 Indicator 3: List of stakeholders, records of all consultation and communication and records of action taken in response to input from stakeholders should be properly maintained.		
In FGVPM Chador 01 and FGVPM Rantau Abang 01, there are 2 types of stakeholder lists, 1st on the complex level that covers broader scale and 2nd for immediate stakeholder for respective sites. The latest reviewed of immediate stakeholder list consists of government agencies, JKKK and other interested parties. The meeting minutes with stakeholder are effectively documented. The complaint and feedbacks during centralize stakeholder meeting was responded by estate in the minutes dated 10/07/18.		
	Status:	Ok
4.2.3 Criterion 3: Traceability		
4.2.3.1 Indicator 1: The management shall establish, implement and maintain a standard operating procedure to comply with the requirements for traceability of the relevant product(s).		
The sampled estates have implemented SOP for Traceability [Manual Ladang Sawit Lestari] Doc No: MLSL(Ed)-Sec.4(8.0), dated 01/06/12 and SOP on Sustainable Supply Chain and Traceability FGV/ML-1B/L2-Pr1 dated 01/08/16 as to provide guideline to establish sustainable supply chain and traceability for FFB. Data capturing [bunch counting / grading] is done using conventional way of manual recording by using "Grading Chit". Sampled verified of chits of Jan – Jun '18 with no negative findings. Sampled estates maintaining appointment letter for personals delicated on monitoring traceability.		
	Status:	Ok
4.2.3.2 Indicator 2: The management shall conduct regular inspections on compliance with the established traceability system.		
In FGVPM Chador 01 and FGVPM Rantau Abang 01, sighted the harvesting field supervisor holds the responsibility on regular inspection, whereby the effectiveness of monitoring seen captured in the internal audit by PSD. Aside there is also field routine visit by the manager and annually visit by the agronomies and sustainability team members.		
	Status:	Ok
4.2.3.3 Indicator 3: The management should identify and assign suitable employees to implement and maintain the traceability system.		
Based on the Manual Ladang Sawit Lestari in FGVPM Chador 01 and FGVPM Rantau Abang 01 [Doc No: MLSL(Ed)-Sec.4(8.0)], dated 01/06/12, page 3 of 9 (point xx), it is the responsibility of respective field Mandor to maintain the traceability processes.		
	Status:	Ok

4.2.3.4 Indicator 4: Records of sales, delivery or transportation of FFB shall be maintained.		
Interview weighbridge operators in FGVPM Chador 01 and FGVPM Rantau Abang 01 to understand the traceability of FFB from estate and delivery to mill. Verified the record of FFB recording for harvesting work [Chit Grading BTS] and Nota Hantaran BTS. Sampled tickets for Jan-Jun '18 and cross checked with weighbridge result produced by the mill for the same period. Witness the FFB collection and loading to centralize bin at collection center.		
Status:		Ok
4.3 PRINCIPLE 3: COMPLIANCE TO LEGAL REQUIREMENTS		
4.3.1 Criterion 1: Regulatory requirements		
4.3.1.1 Indicator 1: All operations are in compliance with the applicable local, state, national and ratified international laws and regulations.		
<u>FGVPM Chador 01</u> A mechanism to ensure compliance to LORR has been documented in FGV/ML-1A/L2-Pr6 dated 01/06/16. <ul style="list-style-type: none"> MPOB License – 562260002000, expires on 30/06/19 [2522.5 Ha but planted area is 2255.30 Ha] CHRA against USECHH 2000 reg. 12 – 08/03/17 [JKKP HIE 127/1712(85)] Annual medical surveillance – 12 workers done on 16-24/05/18 Permit for diesel – T 007264 [8200 Liter] expires on 05/05/19 		
<u>FGVPM Rantau Abang 01</u> <ul style="list-style-type: none"> MPOB License – 559820002000, expires on 31/03/19 [2770.74 Ha but planted area is 1484.32 Ha and total title area is 1689.95 Ha] Annual medical surveillance – done on 14-20/01/18 [DOSH Reg. no. HQ/12/DOC/00/271] Permit for Paraquat Dichloride [Action 13SL] as required by Poison Act 1974 (Borang C – Class 1B) valid till 31/01/19 		
Status:		Obs
4.3.1.2 Indicator 2: The management shall list all laws applicable to their operations in a legal requirements register.		
In FGVPM Chador 01 and FGVPM Rantau Abang 01, seen a compliance checklist established for monitoring of schedule waste disposal, quarterly return form, final discharge, etc. Among the listed regulations are OSH Act 1994 – Act 514, FMM 1967 Act 139, MPOB 1998 Act 582, Socso 1969 Act 4, Trade Union 1959 Act 262, Children & Young Persons Employment 1966 Act 350, etc. Sighted the list of compliance updated and circulated to mill and estates by the sustainability team from HQ.		
Status:		Ok
4.3.1.3 Indicator 3: The legal requirements register shall be updated as and when there are any new amendments or any new regulations coming into force.		
In FGVPM Chador 01 and FGVPM Rantau Abang 01, sighted there is a Standard Operating Manual that guides the operating units on how to monitor the progress of applicable laws and regulations. The Plantation Sustainability Department [PSD] will update the estates if there are any changes in the legal requirements. The Legal Compliance Checklist dated 05/01/18 which list out all the Permits/Licenses. LORR last updated on various dates in 2017 and 2018.		
Status:		Ok
4.3.1.4 Indicator 4: The management should assign a person responsible to monitor compliance and to track and update the changes in regulatory requirements.		
In the sampled estates, seen the identification of changes is the responsibility of PSD in HQ whom shall notify in written to the estate representatives of the changes which normally the assistant manager. It then PIC to delegate the information within the related estate staff. For the issues concerning to environment and OHS, it's the responsibility of EHS unit [under PSD] to update and implement the changes. Sighted FAS-RSPO L1/K2.1/2.1.3 that keep tracks the compliance of applicable legal requirements. Sampled, OSH quarterly meeting minutes, medical surveillance 2017, renewal of MPOB license and etc.		
Status:		Ok

4.3.2 Criterion 2: Land use rights		
4.3.2.1 Indicator 1: The management shall ensure that their oil palm cultivation activities do not diminish the land use rights of other users.		
<p>According to the “Pemberian Hakmilik Tanah” from Terengganu Land Department dated on 18/04/11 [PTG. TR. 00/42/1995/C/002/01-44, it's a leased land for 60 years [Pajakan Negeri] which registered under Lembaga Kemajuan Tanah Persekutuan [FELDA], category of agriculture: clause 2.1.12 for rubber and/or oil palm cultivation.</p> <p><u>FGVPM Chador</u> Based on the area statement, total title area is 2759.94 Ha, the planted area is 2255.30 Ha and the production area is 1926.50 Ha. Found there is no discrepancy in the cultivated area against land title area.</p> <p><u>FGVPM Rantau Abang 01</u> Previously this estate was known as Merchang 01 and the total title area is 1689.95 Ha, the planted area is 1484 Ha and 959.52 ha is productive area. There are 6 Peringkat [matured PM 91A, 91B, 00C, 02D] and [immature 16K, 17L].</p>		
	Status:	Ok
4.3.2.2 Indicator 2: The management shall provide documents showing legal ownership or lease, history of land tenure and the actual use of the land.		
<p>As for FGVPM Chador 01 and FGVPM Rantau Abang 01, FGVPM HQ pays the annual quit rent at which estate has no copies of the payment made. Sighted the payment for year 2017 for a total land bank of 13,304.88 Ha in Terengganu state.</p>		
	Status:	Ok
4.3.2.3 Indicator 3: Legal perimeter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable.		
<p>Since the sampled estates has no land title [only with Pemberian Hakmilik Tanah], therefore the land survey by external party [Meridian Survey Consultant] could not produce the GPS coordinates. The audit team was briefed by PSD member Mr. Raja Nazmi on the land status in Terengganu. Aside the audit team also had tele-conference with FGVPM's land unit who manages the land lease from Felda and accounts unit responsible for the quit rent payments.</p> <p>In FGVPM Chador 01, during field visit, sighted the estate land area are adjoining to Bukit Jentit Reserved Forest, smallholders planted of palm oil and rubber, Kg. Pengkalan Berangan and Felda Bukit Bading. At sampled locations [block 10, 11, 29 and 02], the original boundary stones not sighted. However, trenches, wooden poles and fencing along surrounding neighbors serves as boundary which are being well maintained. The last census was done on 02/06/18 evidenced for 23 points.</p> <p>FGVPM Rantau Abang 01, sighted the boundary marker census [71 points] last was done from 10-16/07/18. During field visit sighted the estate has evidence of encroachment to neighboring properties. The estate is surrounded by Merchang Reserve Forest, Felcra, swamp and undeveloped land owned by state.</p>		
	Status:	Ok
4.3.2.4 Indicator 4: Where there are, or have been, disputes, documented proof of legal acquisition of land title and fair compensation that have been or are being made to previous owners and occupants; shall be made available and that these should have been accepted with free prior informed consent (FPIC).		
<p>In sampled estates, seen there is no evidence collected during this audit period for any legal, customary or user rights since this estate located surrounded by other FGV/Felda schemes.</p>		
	Status:	Ok
4.3.3 Criterion 3: Customary rights		
4.3.3.1 Indicator 1: Where lands are encumbered by customary rights, the company shall demonstrate that these rights are understood and are not being threatened or reduced.		
<p>“Pengenalpastian dan Penyelesaian Pertikain Tanah FGV/ML-1A/L2-Pr10 is applicable if any arising issues from the local communities neighboring the estate or stakeholders or during land surveying process by authorized agencies.</p>		
	Status:	Ok

4.3.3.2 Indicator 2: Maps of an appropriate scale showing extent of recognized customary rights shall be made available.		
In sampled estates, There are no communities nor individual has any implications for the legal status of their land.		
	Status:	Ok
4.3.3.3 Indicator 3: Negotiation and FPIC shall be recorded and copies of negotiated agreements should be made available.		
In sampled estates, There are no communities nor individual has any implications for the legal status of their land.		
	Status:	Ok
4.4 PRINCIPLE 4: SOCIAL RESPONSIBILITY, HEALTH, SAFETY AND EMPLOYMENT CONDITION		
4.4.1 Criterion 1: Social impact assessment (SIA)		
4.4.1.1 Indicator 1: Social impacts should be identified and plans are implemented to mitigate the negative impacts and promote the positive ones.		
<p>In FGVPM Chador 01, seen the social Impact Assessment was held on 31/05/18 by Plantation Sustainability department [Azwan Muhammad and Hilmie Zaifruetz] from HQ. The assessment done by field interviews (group interviews and one-on-one interviews, consultation with the unit management, site observation and documentation review. There are plans available for immediate and short term with monitoring activities. There were 7 negative impacts received during the assessment at which the management also developed programs to further enhance their commitments. Among the key issues were FFB sharing concept among foreigners not clearly understood by workers, no worker's representative on social aspects, approval of leave application too long and etc.</p> <p>In FGVPM Rantau Abang 01, the social Impact Assessment for internal stakeholders was held on 31/05/18 by Plantation Sustainability department [Muhammad Zulfadzli] from HQ. The assessment was aimed on livelihoods, social wellbeing of the wider community and physical impacts of human populations on social changes. Sighted the negative impacts connected to a management plan that all falls within short and long term. The SIA for external stakeholder, it was incorporated during stakeholder meeting dated on 11/07/18. Among the negative issues that addressed with management plans are open burning at dumping site, the purpose of gender committee not communicated to Taska operator, vegetables and red meats not available in the sundry shop, contractor holds the passport of their workers and etc.</p>		
	Status:	Ok
4.4.2 Criterion 2: Complaints and grievances		
4.4.2.1 Indicator 1: A system for dealing with complaints and grievances shall be established and documented.		
<p>The sampled estates are maintaining a SOP No. FGV/ML-1A/L2-Pr12 for Communication/Engagement/Negotiation as the consultation and communication procedures to relevant stakeholders. The SOP has outlined the context of request & response, consultation & communication, and complaint & grievance. A complaint and grievances logbook [internal / external] is kept in the office and whoever the staff at the moment in the office to receive and log the complaint. Since Jan'17 – June'18 seen only complaints made by estate workers pertaining to household maintenance. Stakeholder meeting by CB on 24/07/18 revealed external stakeholders has no negative feedbacks on estate's operation. This was cross verified with stakeholder logbook and found satisfactory results.</p>		
	Status:	Ok
4.4.2.2 Indicator 2: The system shall be able to resolve disputes in an effective, timely and appropriate manner that is accepted by all parties.		
<p>The procedures in FGVPM Chador 01 and FGVPM Rantau Abang 01, also indicates the time line for responding in FGV/ML-1A/L2-Pr12 [point 6.2.3] where the process of receiving and executing actions for complaint & grievances received consist in preliminary, stage 1 and stage 2. Complaints forms seen are responded within 1 -2 working day for all house repair matters.</p>		
	Status:	Ok

4.4.2.3 Indicator 3: A complaint form should be made available at the premises, where employees and affected stakeholders can make a complaint.

FGVPM Chador 01 seen provide specific form for housing repair request "*laporan Kerosakan Rumah*" which has been available to the workers. External and internal parties can record their complaint on the log book, complaint may have submitted and write directly in the logbook and also may submitted by phone. Seen a book named "Rekod Peti Aduan" used for all complaints, consultation and request either internal or external stakeholders.

In FGVPM Rantau Abang 01, the training records available that complaint mechanism was briefing to internal employee (from time to time) and external stakeholders (during Stakeholder Consultation Meeting). All internal employee and external stakeholders' can deliver their complaints and grievances directly to the management through filling the complaints form at Office Drop Box. Sighted the logbook titled "Buku Aduan & Rungutan" that was last updated on 16/07/18 for a complaint reported for foreign worker's quarter maintenance work.

Status:
Ok
4.4.2.4 Indicator 4: Employees and the surrounding communities should be made aware that complaints or suggestions can be made any time.

In the sampled estates, it was confirmed during the interview with workers and stakeholders (contractor and school teacher) that they have been aware and understand to the complaint and grievance mechanism, including the personal in charge to handle the complaint and timeframe for responding. During the external stakeholder meeting on 10/07/18, sufficient briefing on complaint flow made. This was verified during stakeholder consultation on 24/07/18, whereby all the attended stakeholders agree the company provides information either through WhatsApp portal or during annual stakeholder meeting. Those attended acknowledged circulation of memo also received as part of communication in regards of MSPO.

Status:
Ok
4.4.2.5 Indicator 5: Complaints and resolutions for the last 24 months shall be documented and made available to affected stakeholders upon request.

In FGVPM Chador 01 and FGVPM Rantau Abang 01, seen the internal and external stakeholders log book for estate. At this moments, no negative complaints made by either party in the last 24 months. Its more to request and response from them for household maintenance which the estate management responded timely. Sighted all internal complaints filled and responded and records maintained from 2017. At this moments, no negative complaints made by either party in the last 24 months. Sighted complaints filled and responded more to request and response from them for household maintenance which the estate management responded timely.

Status:
Ok
4.4.3 Criterion 3: Commitment to contribute to local sustainable development
4.4.3.1 Indicator 1: Growers should contribute to local development in consultation with the local communities.

In FGVPM Chador 01, based on the external stakeholder log book and stakeholder meeting minutes, there was no evidence that local communities have requested either monetary nor logistics for their community development. There was no significant contribution either monetary nor infrastructure for the local's sustainable development. In FGVPM Rantau Abang 01, generally, the local communities request for assistants through means of meeting, such as Friday prayers which normally not recorded by certificate holders. Most of the vouchers seen for school activities through Parents and Teachers Association. Seen the log sheet registered of requesting bus services by the local school on various dated. The management has granted accordingly.

Status:
Ok
4.4.4 Criterion 4: Employees safety and health
4.4.4.1 Indicator 1: An occupational safety and health policy and plan shall be documented, effectively communicated and implemented.

A commitment related to OSH stipulated in document of policy "Dasar Kualiti, Keselamatan Kesihatan Pekerjaan dan Alam Sekitar" date of revision 1 February 2017, signed by Ketua Pegawai Executive, Felda Palm Industries Sdn Bhd. The policy is written in Bahasa, which stated that FGV(P) committed to delivering value to our stakeholders by operating in a sustainable and environmentally manner. This providing a committed to pursue compliances towards Legal and other related OSH requirements, providing adequate knowledge through training and experience which aims to maintain good competency for employees, preventing work accident, as well as providing a safe and healthy working

environment. Policy briefing performed on 28/5/2018 for MSPO awareness observed. OSH yearly program for year 2018 observed. Relevant activities planned such as OSH Policy Briefing, OSH committee meeting, usage of PPE, ERP training, RSPO and aspect & impact and firefighting squad training.

Status:

Ok

4.4.4.2 Indicator 2: The occupational safety and health plan shall cover the following:

- a) A safety and health policy, which is communicated and implemented.
- b) The risks of all operations shall be assessed and documented.
- c) An awareness and training programme which includes the following requirements for employees exposed to pesticides:
 - all employees involved shall be adequately trained on safe working practices; and
 - all precautions attached to products shall be properly observed and applied
- d) The management shall provide the appropriate personal protective equipment (PPE) at the place of work to cover all potentially hazardous operations as identified in the risk assessment and control such as Hazard Identification, Risk Assessment and Risk Control (HIRARC)
- e) The management shall establish Standard Operating Procedure for handling of chemicals to ensure proper and safe handling and storage in accordance to Occupational Safety Health (Classification Packaging and Labeling) Regulation 1997 and Occupational Safety Health (Use and Standard of Exposure of Chemical Hazardous to Health) Regulation 2000.
- f) The management shall appoint responsible person(s) for workers' safety and health. The appointed person(s) of trust must have knowledge and access to latest national regulations and collective agreements
- g) The management shall conduct regular two-way communication with their employees where issues affecting their business such as employee's health, safety and welfare are discussed openly. Records from such meetings are kept and the concerns of the employees and any remedial actions taken are recorded.
- h) Accident and emergency procedures shall exist and instructions shall be clearly understood by all employees.
- i) Employees trained in First Aid should be present at all field operations. A First Aid Kit equipped with approved contents should be available at each worksite
- j) Records shall be kept of all accidents and be reviewed periodically at quarterly intervals

An occupational safety and health (OSH) policy observed. The policy declared nine points which mentioned that the FGV has committed to comply with all relevant safety, health and environment laws and regulations (OSHA Act 1994). Communication of policy observed by displaying on notice board. HIRADC performed for all estate processes and documented. HIRADC dated 23/5/2018 observed. However, actual HIRADC performed and cover all factory processes. In Rantau abang 1 – HIRADC performed on 15/1/2018. OSH awareness training performed and brief about OSH policy and procedures.

In Chador Estate during the site observation for harvesting and Spraying process, sufficient PPE such as apron, glove, google, safety boot, etc observed. In **Rantau abang 1 – During site observation, harvester, Mr Aslam Uddin wear shoes not according to PPE requirement, Hasnah with span mask and Handling of N95 mask, thru onsite interview – all personnel feedback that the N95 can be wash and dry before next day usage. During the site observation audit, it was observed that the handling of N95 particulate respirator was not according to user instruction where N95 particulate respirator was washed and reuse after dried. During the site observation audit, it was observed that the handling of N95 particulate respirator was not according to user instruction where N95 particulate respirator was washed and reuse after dried.**

There is procedure for Chemical handling, FGV/ML-1A/L2/PR19 dated 1/6/2016 observed. Several requirement and rules set for safe handling of chemical. In Chador Estate – Mr. Alias B. Daud appointed as responsible person for worker's safety and health. Thru interview, Mr. Alias well verse with the legal requirement. Rantau Abang 1 – Mr. MD Suhaimi appointed. The safety and health committee meeting conducted on quarter yearly basis. Active two-way communication observed from worker and employee representative. Last Safety and Health meeting conducted on 22/5/2018. (Chador estate).

In Rantau Abang 01 – 21/5/2018. Each estate also had Emergency Preparedness & Response team. ERP is available in the SOP (No. Dokumen FGVPM/L2/PP-08) that prepared by SHO Jabatan HSE-FGVPM, evaluated by SHO Zon

Jabatan HSE-FGVPM Approved by Ketua Jabatan HSE-FGVPM. In Chador estate, there are in total 8 first aider sent for training. First aider available during each shift of operation. First aider certificate for Mr. Mohamad Bin Ali observed and expired on 20/7/2020. During site observation, first aid box kept by mandor, Mr. Mohd B. Hussien observed with sufficient content. In Rantau Abang 01, seen the first aid box checked and availability during site observation. Sufficient box and content observed. No accident reported since year 2017. Year 2017 accident record summary observed with submission evidence.

Medical surveillance performed for Sprayer, sampled Mr. Ashok and Mr. Habibur. Hematology, Diabetes Screen, Kidney Function Test, Lipid Profile, Liver Function Tests, Serology, Urinalysis, etc. According to summary report from Klinik Ihsan, Dr. Liwauddin Mohamad, DOSH Reg. No. HQ/12/DOC/00/271 dated 24/5/2018, no biological monitoring was done in this program, the program did not reveal any possible effects of pesticides to the health of the workers. Medical surveillance performed on yearly basis for all sprayers. Relevant summary report observed with relevant explanation observed. **Consideration to conduct further study on the required medical surveillance type for chemical handler.**

Status:
Minor / Obs
4.4.5 Criterion 5: Employment conditions

4.4.5.1 Indicator 1: The management shall establish policy on good social practices regarding human rights in respect of industrial harmony. The policy shall be signed by the top management and effectively communicated to the employees.

An official statement on the document of policy of human rights, issued dated 01 June 2014, mentioned that the company committed to support of human rights. Under FGV's list of Sustainability Policies (Senarai Polisi Sustainability) No.12 – (Human Rights Policy). Signed by the President & CEO of FGV Mohammed Emir Mavani Abdullah Dated 1/6/2014. The policy highlights the company's commitment to support human rights. In order to the realization of the policy, FGV is committed to take into consideration the human rights requirements in structuring its manual, procedures, and other company's policies. In addition, FGV shall always continue to participate in various efforts to support and also participate in various activities to promote corporate responsibilities in order to honors human rights.

Status:
Ok

4.4.5.2 Indicator 2: The management shall not engage in or support discriminatory practices and shall provide equal opportunity and treatment regardless of race, colour, sex, religion, political opinion, nationality, social origin or any other distinguishing characteristics.

Under FGV's list of Sustainability Policies No.2 – (Equal Opportunity). Signed by the President & CEO of FGV Mohammed Emir Mavani Abdullah Dated 1/6/2014. FGV group will ensure that all workers and those applying for work shall, receive equal treatment and shall not participate or support any type of discrimination based on race, nationality, religion, disability, sex, age, sexual attraction, union members and political beliefs. Based on the interview with the foreign and local workers in the plantation, no issues found regarding to the discriminatory and social issues at the estate operation. They are satisfied with the way they are being treated by the management.

Status:
Ok

4.4.5.3 Indicator 3: Management shall ensure that employees' pay, and conditions meet legal or industry minimum standards and as per agreed Collective Agreements. The living wage should be sufficient to meet basic needs and provide some discretionary income based on minimum wage.

Under FGV's list of Sustainability Policies No.12 – signed by the President & CEO of FGV Mohammed Emir Mavani Abdullah Dated 1/6/2014. Rate of wages for local and contract/foreign workers under FGVP(M) Sdn Bhd shall use the latest payment scheme under "Buku Panduan Kadar Upah Kerja Ladang Bil 5/2017" Minimum wage of RM1,000 per month for Peninsular Malaysia. The wage setting was approved by FGVP CEO. During the site interview with Mr. Bacu Sheikh, salary pay is good and on time. Supply of electric and water available in the hostel. Average salary is around RM 3000. (Chador estate). During the sit interview with Mr. Aslam Uddin, salary is good and sufficient. Supply of electric and water available in the worker house.

Status:
Ok

4.4.5.4 Indicator 4: Management should ensure employees of contractors are paid based on legal or industry minimum standards according to the employment contract agreed between the contractor and his employee.

Salary slip from contractor, Musalma Maju Jaya Enterprise observed during the audit. Salary slip for Mr. Nik Ya Nik Lah, I/C no. 580220-11-5293 observed for June 2018. Total working days is 30 days in June and total salary is RM 1214.11.11. This is compliance with the Minimum wages act Malaysia stating the minimum wage must be

RM1000/month. Representative from Musalma Maju Jaya Enterprise, Ms Serinah Mustapa interviewed and confirm on the fact. Rantau Abang 01 – Chung brothers contract pay slip checked and found all above minimum wages. Salary slip for Mr. Zailani B. Puteri observed with RM 4373.53.		
Status:		Ok
4.4.5.5 Indicator 5: The management shall establish records that provide an accurate account of all employees (including seasonal workers and subcontracted workers on the premises). The records should contain full names, gender, date of birth, date of entry, a job description, wage and the period of employment.		
List of employee for Chador observed with 166 employees. Sufficient information such as name, gender, date of birth, job position and wage condition. List of employee for Rantau Abang 01 observed with sufficient information such as name, gender, job position, year join and wage condition.		
Status:		Ok
4.4.5.6 Indicator 6: All employees shall be provided with fair contracts that have been signed by both employee and employer. A copy of employment contract is available for each and every employee indicated in the employment records.		
Evidence of contract agreement between Felda Global Ventures Plantations (M) dan Foreign Work Force, Mr. Abdus Sattar. This agreement is made on 24/3/18 with passport No. BQ0873861. This agreement term shall be for a period two years from November 26th, 2016 and may be renewed from year to year not exceeding 10 years. The employee shall work 8 hours a day and 6 days per week. The Company will finance the cost of hiring new employee and current work permit. The company is responsible to provide insurance for each employee under the foreign worker's compensation scheme (FWCS) as required the Ministry of Human Resources, Malaysia. For the insurance coverage required by the government of source country, the cost will be borne entirely by the employee.		
All employee's passport shall be kept in the office for security reasons. Employees may obtain the passport from the company as a valid travel document, if necessary. This agreement has been signed by the company between the employee and the witnessed. The agreement is in Bangladesh language and both of party has the agreement.		
Status:		Ok
4.4.5.7 Indicator 7: The management shall establish a time recording system that makes working hours and overtime transparent for both employees and employer.		
"Punch Card" system used for recording of working hours and overtime, an evidence of pay slip (Penyata Gaji Bulanan untuk April 2018), 3 persons were verified. Documented payment for Basic pay, shift allowance, normal days overtime, holiday pay, water reimbursement, defray expenses on accommodation and insurance reimbursement.		
Status:		Ok
4.4.5.8 Indicator 8: The working hours and breaks of each individual employee as indicated in the time records shall comply with legal regulations and collective agreements. Overtime shall be mutually agreed and shall always be compensated at the rate applicable and shall meet the applicable legal requirement.		
Employee salary slip sampled to check on the salary condition. Salary slip for Mr. Zainudin bin Zakaria observed. The working hours and overtime hours are clearly stated and overtime is compensated at relevant rate. Overtime for June 2018 is compensated at RM 264.45. Salary slip for Mr. Ahmmad Mridha observed. The working hours and overtime hours are clearly stated and overtime is compensated at relevant rate. Overtime for June 2018 is compensated at RM 81.66.		
Status:		Ok
4.4.5.9 Indicator 9: Wages and overtime payment documented on the pay slips shall be in line with legal regulations and collective agreements.		
Pay slip for Mr. Zainudin, Mr. Mohammed Manik and Mr. Bachchu observed. Wages and over time payment documented on the salary slip. An evidence in the pay slip for both estates showing deduction for expenses on accommodation, employees SOCSO are sighted. Examples:		
<ul style="list-style-type: none"> • Zainudin Bin Za (ICnoZ0731567), Job- Driver. Total income RM 1712.91, less TNB bill RM 134.48 and less Water bill RM 29.42. Total Net Pay RM 975.68. Total working days is 28. • Bachchu Sheikh (passport Z0605673199), Job- Harvester. Total income RM 2,587.07, less TNB bill RM 8.40 and less Water bill RM 12.97. Total Net Pay RM 2,365.70. 		

<ul style="list-style-type: none"> Aslam Uddin (passport Z0584635), Job-Harvester. Total income RM 1753.68, less TNB bill RM 21.37 and lee water bill RM16.58. 		
Status:		Ok
4.4.5.10 Indicator 10: Other forms of social benefits should be offered by the employer to employees, their families or the community such as incentives for good work performance, bonus payment, professional development, medical care and health provisions.		
An evidence in the pay slip (Penyata Gaji Bulanan untuk March 2018) for social benefits such as, KWSP, Perkeso, project incentive, insurance, water bill, etc. Workers will be paid overtime based on applicable rates in the Employment Act 1995, free medical examination, assistant by a qualified hospital or medical appointed by the company or medical officer in any government hospital or panel clinic covered by AIA Insurance. Relevant facilities observed during the worker's quarter, semi-detached house given and school services for primary and secondary school.		
Status:		Ok
4.4.5.11 Indicator 11: In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities and facilities in compliance with the Workers' Minimum Standards Housing and Amenities Act 1990 (Act 446) or any other applicable legislation.		
Based on field visit and interview with workers known that the adequate housing, clean water supplies, medical, mosque, temple, electricity and access to adequate, sufficient and affordable food has been provided. There is no complain and grievance related to housing standard. The company provides adequate housing, water, and electricity (from Tenaga Nasional Berhad, TNB) for its workers, in accordance with Workers' Minimum Standard of Housing and Amenities Act 1990 (Act 446).		
Status:		Ok
4.4.5.12 Indicator 12: The management shall establish a policy and provide guidelines to prevent all forms of sexual harassment and violence at the workplace.		
There is a policy to prevent the sexual harassment and violence stated in the (Polisi Gangguan Seksual, Keganasan serta Hak Kebebasan Reproduksi) stated that FGV committed to give an attention to sexual harassment occur at the workplace according to section 22 (Kod Etika dan Tatalaku Petugas) A procedure is established (Prosedur Menangani Aduan dan Rungutan) FGV/ML-1A/L2-Pr13 effective date on 1 June 2016. There is a flow chart to resolve the complaint and grievance regarding the sexual harassment. Kelab Keluarga Dayabudi (KKD) has been established for the Kilang Sawit Jerangau.		
KKD used as a platform to communicate relevant policy. Last KKD meeting conducted on 28/5/2018. The company has a manual on implementation of the gender policy that provides guidelines to the specific components which includes understanding and recognition of rights and background of an issue, details and specific complaints and grievance procedure to address issues within gender and guidelines on the roles and responsibilities of management in supporting the initiatives and activities of the gender committee.		
Status:		Ok
4.4.5.13 Indicator 13: The management shall respect the right of all employees to form or join trade union and allow workers own representative(s) to facilitate collective bargaining in accordance with applicable laws and regulations. Employees shall be given the freedom to join a trade union relevant to the industry or to organize themselves for collective bargaining. Employees shall have the right to organize and negotiate their work conditions. Employees exercising this right should not be discriminated against or suffer repercussions.		
There is a policy (Polisi Hak Kebebasan Bersuara & Menganggotai Kesatuan) Signed by Mohamed Emir Mavani CEO FGV 1 June 2014. Stated that FGV give a freedom to speak and not to prevent workers to join any union. Based on the interview with various filed workers, they are aware with the company policies, workers right and welfare, compliance with laws and regulations with regards to employment, and contract employment. There is no complain and grievance related to housing standard and amenities. Worker union meeting minutes dated 18/12/2017 observed. Based on the interview with estate workers, no restriction given by the top management to participate in worker union activity.		
Status:		Ok

4.4.5.14 Indicator 14: Children and young persons shall not be employed or exploited. The minimum age shall comply with local, state and national legislation. Work by children and young persons is acceptable on family farms, under adult supervision, and when not interfering with their education. They shall not be exposed to hazardous working conditions.		
There is a child labour policy (Polisi Larangan Buruh Kanak-Kanak) to prevent individual under 18 years old working at the premise based on the Malaysian Law signed by Mohamed Emir Mavani Abdullah CEO FGV 01 June 2014. There is a list of employees on Labour Register. There is documented evidence that minimum age requirement is met. Random checks of staff, local and foreign workers' employment contracts and personal details as well as passports of foreign workers at the estate demonstrate compliance to the minimum age requirement of Malaysia, i.e. 18 years. No child labour observed during the site observation.		
	Status:	Ok
4.4.6 Criterion 6: Training and competency		
4.4.6.1 Indicator 1: All employees, contractors and relevant smallholders are appropriately trained. A training programme (appropriate to the scale of the organization) that includes regular assessment of training needs and documentation, including records of training shall be kept.		
The estate has a comprehensive annual training plan for its staffs and workers and this was sighted in the training records file for each staffs and workers. The training plan for 2018 was sighted. Trainings conducted were recorded in the various trainings record and completed with attendance records, training materials and photographs of the training, such as Pengendalian Jentera Taffa dated 13/10/2017, harvesting training dated 27/2/2018, fertilizing training dated 28/1/2018, tTractor driving Training dated 13/3/18 and social impact assessment training dated 28/5/18. Training needs assessment performed during early of each year.		
	Status:	Ok
4.4.6.2 Indicator 2: Training needs of individual employees shall be identified prior to the planning and implementation of the training programmes in order to provide the specific skill and competency required to all employees based on their job description.		
All workers involved in the operations have been adequately trained in safe working practice. As evidence, sighted the training needs prepared by the Estate Sr Assistant Manager for each individual worker. Several on job training arranged arranged for increment of personnel competency.		
	Status:	Ok
4.4.6.3 Indicator 3: A continuous training programme should be planned and implemented to ensure that all employees are well trained in their job function and responsibility, in accordance to the documented training procedure.		
Training Procedure established with annual training plan required. Continuous training plan observed from year 2015. Several training program conducted and recorded since year 2015. Training effectiveness evaluated after every training and found at the satisfactory level at the moment.		
	Status:	Ok
4.5 PRINCIPLE 5 : ENVIRONMENT, NATURAL RESOURCES, BIODIVERSITY AND ECOSYSTEM SERVICES		
4.5.1 Criterion 1: Environmental management plan		
4.5.1.1 Indicator 1: An environmental policy and management plan in compliance with the relevant country and state environmental laws shall be developed, effectively communicated and implemented.		
The company had developed the environmental policy of company such as policy of scheduled waste management, waste management, river buffer zone, identification of HCV area and biodiversity policy, and group sustainability policy of FGV Holdings. The company had developed the report regarding the aspect impact of environment through estate activities, schedules waste and pollution in document criteria 5.1/5.3/5.6. Sighted the talks and awareness regarding the Policy of FGVH, sustainability, and procedure related to emergency on 6 th June 2018 on 630 am on roll call area.		
The company had developed SOP'S regarding the Environmental such as "Polisi Perlindungan Tanah Curam dan Rezab Sungai", "Polisi Perlindungan dan Penjagaan Alam Sekitar", "Polisi Larangan Pembakaran Terbuka" and "Polisi Kitar Semula" as the policies that related to concern of environment. Sighted the policy Kelestarian Kumpulan dated 1 st September 2016 that include the objective, application and scope, definition, responsibility and compliance to policy, policy management, commitment FGV towards the sustainability, environmental and social economics.		
	Status:	Ok

4.5.1.2 Indicator 2: The environmental management plan shall cover the following:

- An environmental policy and objectives
- The aspects and impacts analysis of all operations.

Sighted the aspect impact report dated 6th June 2018 for Chador estate that include action plan to reduce impact on polluting activities. FGV Chador 01 had developed a for identification of aspect and impact assessment form number FGV/ FGVP / 15/16.1 that refereed to estate operation including the activities, aspect, impact, issues related, compliance towards legality, risk, risk assessment (AXBXC=D). The summary of each scoring and activity had been listed down in the report and severity and non-severity is made available. The company had also identified following details on impact assessment:

- Source of Pollution - Action needed
- Responsible person
- Time line needed for 2018 (Jan – Mac, April to June and October – December)
- Monitoring (percentage of recycling, numbers used for premix usage)

Based on the summary score of the estate, the impact that related to pollution on land and water are the highest impact which include activity of spraying and handling scheduled waste that contributed 16 in scoring [significant]. Sighted the impact from the environment related to non-waste and summarize verified the form the activities of estate, it was found that the spraying activities had contribute more towards the black some emission and diesel spillage from fuel refueling.

Based on the document verification, criteria aspect impact had been classified as per details on index frequency, severity number 4 for daily, severity index number 3 for weekly, severity number 32 for monthly bases and severity index no. 1 for yearly. Sighted the score and risk for two stages which is 1st stage between 12 and 16 and stage 2 less than 12. Based on the analysis, the significant index will need to prepared the objective and management plan however less significant will reduce on pollution in and determination control.

In Rantau Abang 01, sighted the identification aspect impact for FGVP Rantau Abang 01 prepare by Mr. Zulhelmi bin Zainuddin (Assistant Manager) dated 30th April 2018 form no. [FGV/FGVP /VI /MS /15/1.6 Pind 1 that comprise all the activities in the estate such as handling, storing and disposal of spent container, usage of electricity, diesel usage, dumping sites, chemical in the store and surrounding office, maintenance works on grass cutter machine and etc. Based on the aspect impact available in the estate, the classification of activities, had been made into the subject [activities, aspect, impact issue], needs of legal requirement, risk, existing control, risk assessment (AXBXC=D), determination control. Based on the scoring, sighted the level stages for each criteria and action by due to significant or not.

Status:
4.5.1.3 Indicator 3: An environmental improvement plan to mitigate the negative impacts and to promote the positive ones, shall be developed, effectively implemented and monitored.

In Chador 01 and Rantau Abang 01, seen they have developed environment improvement plan to mitigate negative impacts include in control of operation. Relevant management program developed for each identified significant aspect. Targeted completion date observed in the management program. Management program developed for yearly basis. Responsible person identified for each action plan. Thru the site observation, the operation control of significant aspects was well performed. Sighted the identification of Environmental Aspect and evaluation of Significance form no FPI/L4/QOHSE 1.7 Pindaan 1 e.g. activity, type of operation, volume, impact, compliance obligation, risk and etc.

Based on the subject on aspect impact and risk assessment based on frequency, severity, cases number, and score, the determine control had been made in to level, sever/ n on severe / action by and assessment, the improvement plan had been done according to score of frequency X Severity x cases = Score. The improvement plan had been assigned to the person in charge according to severity and non-severity basis.

Based on the environment management plan to reduce impact of waste and estate activities , there are action plan to reduce the impact of pollution such as soil / land pollution → spent container → collected the empty container in collection center and tripled rinsed recorded. → recorded and recycled to registered waste collector. As for the water pollution → spent container → recycle the spent container for premix usage → training management on the empty container to contractor and spraying activities.

Status:
Ok

4.5.1.4 Indicator 4: A programme to promote the positive impacts should be included in the continual improvement plan.

Continual improvement plan had been developed into the environmental management plan of FGV Chador 01 for year 2018. FGV had developed the summary regarding the identification and program to promote positive impacts towards environment which include activity identification, input and output aspect → identification impact towards environment → aspect quantification → identification the situation and environment → aspect analysis → manage according to the importance.

Based on all the aspect procedure, the summary of the aspect environment is to promote positive impact on all estate activity and the management had allocated the person responsible including the mandore, assistant manager, department head, assistant manager and recorded in the form of identification of aspect impact. Sighted the timeline for 2018/2019 that include source of pollution, action needed, responsible person, months (January – December), monitoring as:

- January to Mac → training on management of chemical containers, chemical waste to the contractors and person in charge.
- April to June → prepare the store for spent chemical containers and tripled rinsed store.
- October to December → collected spent container by contractor

Impact to environment from waste product. → water pollution from spraying activities recording the highest score → black smoke released from the diesel activities of refueling the vehicles

Status:
Ok
4.5.1.5 Indicator 5: An awareness and training programme shall be established and implemented to ensure that all employees understand the policy and objectives of the environmental management and improvement plans and are working towards achieving the objectives.

Based on the document verification, FGV Chador 01 and Rantau Abang 01 had developed a training program that will assigned to the contractors of FGV, workers, staff and management and also the awareness to local stakeholders. The company had engaged the local contractors and workers for the awareness regarding MSPO and RSPO dated 27th June 2018 at FGV Chador 01 roll call area. sighted all the list name for the workers including Bangladeshi, Indian and Indonesian, attended by 98 numbers of people, staff management, assistant managers and contractors. The estate had also made periodically training during the muster call by management including assistant managers and staff.

Status:
Ok
4.5.1.6 Indicator 6: Management shall organize regular meetings with employees where their concerns about environmental quality are discussed.

The management had organized several meeting related to environment dated 27th June 2018 at muster area at FGV Chador 01 attended manager and staff. Sighted also the meeting of estate management dated 13th June 2018 in meeting room FGVP Chador 01 including 13 workers and staff, refer agenda no. 2: to discuss the action plan for aspect impact and environment and been discussed into aspect impact of environment. Based on the document verification, the management review related to environment had been included in aspect impact of environment that person in charge is the assistant manager.

The review included explaining the procedure of identification steep area and river buffer, the procedure of communication, involvement of stakeholders and discussion, the procedure of grievances and reporting and the policy of Human Rights. Sighted the meeting on related to environment for FGV Rantau Abang 01 dated 21st may 2018 with all the workers representative including [India, Bangladeshi and Indonesian] and staff that are discuss regarding the environment issues such as environmental disaster report, environmental incident, and to ensure no open burning inside the housing areas and villagers.

Status:
Ok

4.5.2 Criterion 2: Efficiency of energy use and use of renewable energy

4.5.2.1 Indicator 1: Consumption of non-renewable energy shall be optimized and closely monitored by establishing baseline values and trends shall be observed within an appropriate timeframe. There should be a plan to assess the usage of non-renewable energy including fossil fuel, electricity and energy efficiency in the operations over the base period.

Sighted the monitoring diesel use per ton FFB was included in fossil fuel monitoring of FGV Chador 01. The Unit FGV Chador had used the bin card system to record the usage of diesel from 1st date of every month until end of month. There is a record of 2018 from month January to June 2018:

Month	January 2018	February 2018	March 2018	April 2018	May 2018	June 2018
Diesel used (liter)	3,241.00	3,172.00	3,345.00	4,113.00	3,512.00	2,723.00
FFB Production (ton)	1,441.29	1,271.45	1,512.56	1,935.84	1,303.87	1,750.44
Diesel / ton FFB(liter/ Tan)	4.34	3.93	5.55	4.92	4.16	4.91

Based on the documentation of diesel monitoring, sighted the fluctuate trend of diesel used per ton FFB by the estate until June 2018.

Status:

Ok

4.5.2.2 Indicator 2: The oil palm premises shall estimate the direct usage of nonrenewable energy for their operations, including fossil fuel, and electricity to determine energy efficiency of their operations. This shall include fuel use by contractors, including all transport and machinery operations.

Sighted the oil palm premises regarding plan reducing of diesel usage for year 2018/2019 for Estate FGVP M Chador 01. Sighted the diesel usage from January to June 2018 actual and planning which are on monitoring, reducing and recording usage of diesel in FFB transporting from estate to mill and daily operation of estates and shut down the engine during waiting for the FFB Transport. Based on the document record on FGVP M Rantau Abang 01, sighted the diesel and gasoline usage for month 2017 dated [2nd June 2018 until 26th June 2018 total 1455, for all the usage of diesel and petrol/

Status:

4.5.2.3 Indicator 3: The use of renewable energy should be applied where possible.

Usage of renewable energy is not available in the estate. However, the estate had utilized the EFB usage from the mill FGV Chador on May 2017 until October 2017. sighted the report on EFB from Jerangau Mill to estate:

- For PM 00F, PM 06 H, PM 12 J, PM 13K, and PM 14 L for contract number 530003015 from 1st May 2017 until 31st October 2017 total amounted 13,205.69
- May record of EFB transportation – 949.34 MT
- July 2017 – 1308.48 MT
- August 2017 – 1405.01
- Sept 2017 – 1,437.59
- October 2017 – 1783.20

Status:

Ok

4.5.3 Criterion 3: Waste management and disposal
4.5.3.1 Indicator 1: All waste products and sources of pollution shall be identified and documented

The company had identified the waste products and sources of pollution of the Estate FGV chador 01 and Rantau Abang 01 that include non-Scheduled waste items: The non-scheduled waste is such as fertilizer bags – record the disposal sighted on record empty fertilizers 10,503 pieces available in the estate, spent PPE – Boots and yellow boots and tripled rinse pesticides container – 100 Nos of containers inside the store based on record inside the store. Based on the waste management and inventory updated inside the estate, the unit had listed down all the potential hazardous waste and sighted the action plan been updated including the waste material and by product utilization of the estates.

Status:
Ok

4.5.3.2 Indicator 2: A waste management plan to avoid or reduce pollution shall be developed and implemented. The waste management plan should include measures for:

- Identifying and monitoring sources of waste and pollution.
- Improving the efficiency of resource utilization and recycling of potential wastes as nutrients or converting them into value-added by-products.

Based on the management plan of the estate including the domestic waste and spent waste, sighted the plan had been made on year 2018 / 2019 from January – December 2018 that include:

Sources of waste	Type of waste	Activity to reduce domestic waste and disposal	Person in charge	Status
Estate operation	Fertilizer bags	Record the disposal of fertilizer bags	The clerk and PDP staff	On Going Monitoring
		Training on waste management and scheduled waste to the workers and staff	Store clerk	
Estate and line site area	tires	Beautification program	Workers	
		Collected and send to the registered contractor	Assistant managers	

Sighted the servicing record by outside suppliers that include repairing service of tractor by Mr. Yusof Bin Mohamad → registered contractor for ministry of finance Malaysia , FGVPM Sdn Bhd including change of Oil filter, Fuel Filters, fuel filter separator , wiper blade, super oil treatment, servicing and greasing dated 11th June 2018. Sighted the servicing record by FGV Rantau Abang 1 that include Sime Kubota Sdn Bhd – dated 19th July 2018 from Felda Rantau Abang 01, Model no. L 3200DT, including servicing of: Oil Filter, Fuel Filter, Hydraulic Filter, Air filter, SK Super Plus 30, SK Super Multipurpose – total RM 815.20. NAFAS Jentera Sdn Bhd , from Kuantan Pahang → dated 23 January 2018 including servicing of Fuel filter, Agrioil SAE 15W40, Hevay grease, Oil Filter, Hydraulic Filter amounted RM 795.00 s.

Status:
Ok

4.5.3.3 Indicator 3: The management shall establish Standard Operating Procedure for handling of used chemicals that are classified under Environment Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 to ensure proper and safe handling, storage and disposal.

Sighted the procedure of waste management – Prosedur Kerja Selamat Pengendalian Bahan Buangan Terjadual (Scheduled waste) – FGV-ML -1A/L2-Pr19 issued no.1 effective date on 1st June 2016. Based on the SOP of handling scheduled waste, there is a clear procedure of disposal waste material that include management of waste disposal, notification of waste disposal, labeling of waste disposal, storage of waste disposal, inventory of waste disposal, collection and transportation of scheduled waste and recycling and disposal of scheduled waste.

Sighted the procedure of handling chemical of waste which include in document no. ML-1A/ L2- Pr9 (0) effective date on 1st June 2016 that clearly stated the objective, scope, responsibility of manager, assistant and staff, handling procedure, storage, transportation and usage before and after. Based on the document verification , the estate had disposed the spent container after being tripled rinsed to Awie Metal Sdn Bhd – dated on 22 July 2018 amounted 0.16 MT.

Status:
Ok

4.5.3.4 Indicator 4: Empty pesticide containers shall be punctured and disposed in an environmentally and socially responsible way, such that there is no risk of contamination of water sources or to human health. The disposal instructions on manufacturer's labels should be adhered to. Reference should be made to the national programme on recycling of used HDPE pesticide containers.		
<p>The estate had made a storage area for the tripled rinsed container inside next to the chemical store. Sighted the empty pesticides record from triple rinsed item for month of July 2018 [Ken Glyphosate – 2 Nos, Kenlon – 6 Nos, Surfactant – 1 Nos and etc.]. Based on the recycle item collection, sighted the latest collection of tripled rinsed container for the month of June 2018 to the registered collector.</p> <p>Proper management of tripled rinsed including the chemical washing area at the estate observed. However, the record of triple rinsed sold to waste collector and evidence of triple rinsed are not available. Sighted the record of disposal chemical containers that had been tripled rinsed and send to waste collector [Awie Metal Sdn Bhd] at industrial area Dungun Terengganu. Ticket Number 091776, dated on 22/7/2018, 0.16MT = Rm 80.00.</p> <p>The company has an SOP of triple rinsing FGVPM /L3/ PK-33 was issued on 20th May 2016] which describe the spent container should be collected, triple rinsed, and punctured before stored and disposed. However, based on the field verification in the disposal store at Chador 01 and Rantau Abang 01, observed that the spent containers were not triple rinsed prior to storage which is against the documented procedure and indicator's requirements.</p>		
Status:		Minor
4.5.3.5 Indicator 5: Domestic waste should be disposed as such to minimize the risk of contamination of the environment and watercourses.		
<p>Assessment regarding the polluting activities had been conducted including GHG emission and scheduled waste recorded in basic information of GHG 2017 from January – December 2017. Waste disposal including domestic and non-schedule waste inside the disposal area. Sighted the program for waste collection on month June 2018 that will be done on Monday and Thursday. sighted the table include the working time, number of workers, dates, vehicle number for month June 2018. Sighted the collection schedule for domestic waste from the local workers using transportation and dumping area sighted inside the estate Rantau Abang 01 Blok 06. based on the domestic waste dumping site area, sighted the dumping area had been opened on 15th July 2018.</p>		
Status:		Ok
4.5.4 Criterion 4: Reduction of pollution and emission		
4.5.4.1 Indicator 1: An assessment of all polluting activities shall be conducted, including greenhouse gas emissions, scheduled wastes, solid wastes and effluent.		
<p>Assessment regarding the polluting activities had been conducted including GHG emission and scheduled waste recorded in basic information of GHG 2017 from January – December 2017, as for fertilizer for year 2017: ground magnesium limestone, rock phosphate Egyptian, NK, NPK MAG Granular, Agrobien, PALM Agro Arbuslucar. The diesel usage 2017 – total usage of 3916.73 including the lorries, tractor and mini tractors. The used pesticide for year 2017: [Butik Super, Dithane, Garlon 250, Monex, Starane, Sodium chlorate, surfactant, Cypermethrin, Kenlon, Metfuron 20, Biocus Beta and Furadan 5G. Based on identification of activities that polluted environment, that were including transporting FFB from estate to mill, spraying and waste disposal including domestic and non-schedule waste.</p>		
Status:		Ok
4.5.4.2 Indicator 2: An action plan to reduce identified significant pollutants and emissions shall be established and implemented.		
<p>Sighted the action plan had been developed by the estate to reduce the pollution effect of the estate including impact assessment and effect towards environment. The action plan was including of inspection on lorry exhaust in Puspakom according to schedule, monitoring on diesel usage – diesel, no spraying in buffer zone area, calibration on pesticide usage, triple rinsed before disposal or reused and etc.</p> <p>Based on the identification of aspect impact, sighted the risk assessment made available and the risk towards environment made available in the estate, such as land and water pollution sighted the action plan made by determination control due to Severe, significant / non-significant, action by and assessment. Few control of pollution and current control made available in the estate such as collected for recycle, SOP for penjarangan Pokok, cover the platform area with fertilizer bags, Procedure kerja Selamat dan Jentera Pertanian, and all the standard SOP Procedure kerja Selamat been implemented.</p>		
Status:		Ok

4.5.5 Criterion 5: Natural water resources

4.5.5.1 Indicator 1: The management shall establish a water management plan to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include:

- Assessment of water usage and sources of supply.
- Monitoring of outgoing water which may have negative impacts into the natural waterways at a frequency that reflects the estate's current activities.
- Ways to optimize water and nutrient usage to reduce wastage (e.g. having in place systems for re-use, night application, maintenance of equipment to reduce leakage, collection of rainwater, etc.).
- Protection of water courses and wetlands, including maintaining and restoring appropriate riparian buffer zones at or before planting or replanting, along all natural waterways within the estate
- Where natural vegetation in riparian areas has been removed, a plan with a timetable for restoration shall be established and implemented.
- Where bore well is being use for water supply, the level of the ground water table should be measured at least annually.

Based on the result water analysis, sighted the water quality had been done according and the reading taken is still in permitted range accordance to the permissible limit set by National Water Quality Standards for Malaysia Class IIA. Water usage inside the estate for domestic water consumption is by SATU (Syarikat Air Terengganu) government and domestic water consumption.

Sighted the policy had been made by FGV Management regarding the protection of buffer zone entitled "Polisi Perlindungan Tanah Curam dan Rezab Sungai" – to protect the buffer zone area appropriately by river buffer in both river bank to filter the waste that can harm the river. Sighted the guideline as per details (river buffer length) [$> 40\text{m}$ = 50m / $> 20\text{-}40\text{m}$ = 40m / $> 10\text{-}20\text{m}$ = 20m / $> 5\text{-}10\text{m}$ = 10m and $1\text{-}5\text{ meter}$ = 5m].

The action plan for water management, among others: mencuci parit pertanian dan culvert ladang, menyediakan penandaan buffer zone, memasang papan tanda buffer zone. Observed during field visit to Chador River, the buffer zone has been marked and there was an buffer zone signboard as well as warning sign in place. There was a circular letter from Estate Manager related to prohibition of chemical activity in buffer zone, no.: (01)437/RSPO 4.4.1.

No result of water analysis sighted at the estate. based on the water result analysis for Sungai Chador, sighted no evidence of water result analysis for Sungei Chador. Water management plan was not consistently implemented; FGV Chador 01 was not able to demonstrate evidence that a water analysis has been done according to the water management plan. Based on the document verification the last water quality test was done on 2016 while the management plan stated that analysis shall be done yearly. During field visit at riparian area Sungai Chador at Blok 11, it was observed that there was traces of spraying activities in the buffer zone area.

Based on the field verification inside the estate of FGV Rantau Abang 01, sighted no river passing through the estate however the drain had been demarcated with clear visible line of buffer zone, no spraying on nearby buffer area. Due to no river passing through the estate, sighted no water result analysis available and domestic water consumption is made available from the government (SATU)

Status:

Minor

4.5.5.2 Indicator 2: No construction of bunds, weirs and dams across main rivers or waterways passing through an estate.

Sighted based on the field verification and visits, there is no bund and weirs sighted across main river which is Sungai Chador. Based on the river buffer verification, sighted no evidence of waterways inside the Rantau Abang 01 estate.

Status:

Ok

4.5.5.3 Indicator 3: Water harvesting practices should be implemented (e.g. water from road-side drains can be directed and stored in conservation terraces and various natural receptacles).

Water harvesting practices for the estate had been made by using the water management plan for year 2018 /2019.sighted the review had been done on 8th January 2018 by Assistant manager which include identification of water courses – rivers, water well, rainwater, efficiency usage of water consumption, system usage of water courses, impact to the stakeholders and water retention and etc. [e.g. : water pond inside the estate → record water level inside the estate (water pond) →retain water level inside the estate →weather not expected during raining / shine → Build Watergate].

Status:

Ok

4.5.6 Criterion 6: Status of rare, threatened, or endangered species and high biodiversity value area.		
4.5.6.1 Indicator 1: Information shall be collated that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors). This information should cover:		
<ul style="list-style-type: none"> a) Identification of high biodiversity value habitats, such as rare and threatened ecosystems, that could be significantly affected by the grower(s) activities. b) Conservation status (e.g. The International Union on Conservation of Nature and Natural Resources (IUCN) status on legal protection, population status and habitat requirements of rare, threatened, or endangered species), that could be significantly affected by the grower(s) activities. 		
<p>Sighted the record and information that has been collated in both planted area and wider landscape level. Sighted the identification of high biodiversity value habitats such as RTE being recorded in record monitoring of wildlife and sensitive area. There is a record dated 16th June 2017 regarding the wild boar at PR 18 R Blok 15 which include person in charge Mr. Zainuddin. there is also a clear procedure of recording RTE and wildlife at the area which has been recorded in biodiversity record of FGVP Chador 01 and Rantau Abang 01.</p> <p>Sighted HCV assessment are done in Dec 2017 by PSD Department of FGV, covering 2759.94 Ha being assessed in Chador 01 Estate. This is assessed according to HCV Toolkit which is no existed HCV Area however the areas should be priority concern by the management had been listed down which is buffer zone Sungai Chador. Few faunas had been identified inside the estate which area: mamalia 5 species (4 LC and 1 VU), reptil 2 species (all LC), aves 10 spesies (all LC). There is also map of biodiversity area which is river buffer and uneconomical zone.</p>		
	Status:	Ok
4.5.6.2 Indicator 2: If rare, threatened or endangered species, or high biodiversity value, are present, appropriate measures for management planning and operations should include:		
<ul style="list-style-type: none"> a) Ensuring that any legal requirements relating to the protection of the species are met. b) Discouraging any illegal or inappropriate hunting, fishing or collecting activities and developing responsible measures to resolve human-wildlife conflicts. 		
<p>Based on documents verifications its known if there is No HCVs and RTEs identified in the biodiversity report. Based on field observations and interview with stakeholder no evidence of HCVs and RTEs observed. Ongoing monitoring record for wild life and sensitive area observed for year 2017. Based on the record observed at estate Chador 1, the management unit had done the training for the staff and workers including the management plan.</p> <p>Sighted the record of fauna identification and sensitive area for 2018 that include date and time → area and block / type of Fauna → identification of sensitive aspect → evidence of fauna present → notes → name of workers. There is no HCV and RTE species identified based on assessment report, however few faunas had been identified and not considered as dangerous and extinct such as: mamalia 5 species (4 LC and 1 VU), reptil 2 species (all LC), aves 10 spesies (all LC).</p> <p>Management plan had been made including area biodiversity and fauna, such as information on location, Person in charge and action plan (satu tahun, 2-3 tahun dan 5 tahun), signboards installation, training on RTE and animals, program replanting for flood areas, replanting program for uneconomical area, monitoring of buffer zone periodically, training on Buffer zone identification and etc. Implementation had been made to the workers and staff regarding RTE species monitoring, buffer zone marking and installation of signboard.</p>		
	Status:	Ok
4.5.6.3 Indicator 3: A management plan to comply with Indicator 1 shall be established and effectively implemented, if required.		
<p>Yes. The management plan has been made in report on HCV in Ladang FGVP Chador 01 updated by Mr. Amir Hamzah Dollah on 14th May 2018 in which the management plan had made into existence HCV in Ladang Rantau Abang 01. Sighted the area that been categorizes into HCV 1 -6 and the area biodiversity hotspots in FGVP Rantau Abang 01 including the description of hotspot that has been found. Based on the monitoring plan for wild life , sighted the data related to dates and time for PR 17 L – wild boar found by mandore and staff at PR 17 L.</p>		
	Status:	Ok

4.5.7 Criterion 7: Zero burning practices	
4.5.7.1 Indicator 1: Use of fire for waste disposal and for preparing land for oil palm cultivation or replanting shall be avoided except in specific situations, as identified in regional best practice.	
<p>Sighted the fire waste disposal for preparing land for oil palm cultivation or replanting is not sighted. based on the replanting contract in FGV Chador 01, sighted the contract clause no. 3 “contractor should obey the rules and regulations as per Malaysian Act such as “Akta Keselamatan dan Kesihatan Pekerjaan 1994, Akta Kilang dan Jentera 1967, Akta Racun Makhluk Perosak 1996, Akta Alam Sekitar 1974 or enakmen Perlindungan Alam Sekitar bergantung kepada dimana pekerjaan itu dibuat dan melibatkan kerja yang berhubung kait dengan Alam Sekitar”.</p> <p>Clause no.6 – the contractor is also required to obey and follows all the policy that been published by FGV Management such as Occupational Safety and health, Labour Policy Environment policy sustainable policy and other works related. Prohibition open burning policy observed for FGV with endorsement from President, Mr. Mohammed Emir Mavani dated 1/6/2014 which stated “Polisi Larangan Pembakaran Terbuka” – in line with the practice of mini-plantation system practices and to comply with section 29A, environmental quality act 1974, open burning prohibition, no officer or worker of the FGV or the contractor working on the FGV premises may permit or cause open combustion either during the recycling work , domestic garbage burning at garbage disposal sites, Office areas, Worker placement areas and workers of any open space on premises ”.</p> <p>Sighted the circular letter to FGV dated 24th July 2015 to all FGV Managers, FASSB, FTPSB, Rancangan Felda and FPISB by Mr. Abd Ghani Md Ali, Jawatankuasa Pandu RSPO FELDA / FGV. there is another letter form General Manager FGVPM wilayah Kuantan regarding information related to no open burning dated 27th Mac 2018.</p>	
Status:	Ok
4.5.7.2 Indicator 2: A special approval from the relevant authorities shall be sought in areas where the previous crop is highly diseased and where there is a significant risk of disease spread or continuation into the next crop.	
<p>Sighted there is no approval regarding the previous crop that highly disease by relevant authorities that required for replanting. Based on the interview and record of field visit, no disease spread in the estate prior the replanting process. Sighted the replanting areas for FGV Rantau Abang 01 include in replanting program hectarage area [PM 91A – 243.45 Ha = 2019 / PM 91 B – 229.61 = 2020 / PM 00C – 28.55 = 2019 / PM 02 D – 457.91 = 0.00 ha. Total up replanting activities is 959.52 ha. Form year 2017 - 2022</p>	
Status:	Ok
4.5.7.3 Indicator 3: Where controlled burning is allowed, it shall be carried out as prescribed by the Environmental Quality (Declared Activities) (Open Burning) Order 2003 or other applicable laws.	
<p>Replanting activities sighted inside the estate of Chador 01 for 2018. Memajukan Kawasan Tanam Semula sawit year 2018 with area 352.44 H. Sighted the details on block PM 97 E/ PR 18 M (Blok 20, 21, and 22). Based on the contract sighted the works as pre lining – double row, felling, chipping and collected without burning, low area cleaning (main road 5.5 Width / highway 4.65 meters wide), build a bund in swampy area - 4.65 m, line up the terraces and etc.</p>	
Status:	Ok
4.5.7.4 Indicator 4: Previous crops should be felled or mowed down, chipped and shredded, windrowed or pulverized or ploughed and mulched.	
<p>Sighted based on the record and field verification, there are available contract of replanting to Tetap Bakti Enterprise, contract number 5300002694 including the price record and date of planning completed. The crops had been replanting according to the best practice of the estate which are, felling, chipping, mowed down, shredded, windrowed, pulverized, ploughed and mulched. Sighted the EFB from the mill had been applied inside the FGV Chador Estate. Based on the document verification at FGV Rantau Abang 01, sighted the contract agreement from FGV PM Sdn Bhd and KPF Agro Enterprise that entitle “replanting program from Palm Oil to Palm Oil” on 2016 which comprise PM 91 A [246.50 ha and Pm 91B 262.07 Ha]. Based on the details sighted the condition and specification of replanting activities which include the details above. Based on field verification and site visit, sighted the total areas and replanting activities had been done according to the contract and following the regulation by FGV.</p>	
Status:	Ok

4.6 PRINCIPLE 6: BEST PRACTICES		
4.6.1 Criterion 1: Site management		
4.6.1.1 Indicator 1: Standard operating procedures shall be appropriately documented and consistently implemented and monitored.		
Felda Global Ventures Plantations Berhad developed a list of safe working procedure (management of safety and health estate workers) in document number FGVPM/L3/PK-01 until FGVPM /L3 /PK -54 that comprise company standards SOP such as machinery working safe procedure, procedure of palm oil nursery, procedure for working in the field of FFB harvesting and work procedure securely loading up FFB into lorry. Based on the document observation, all the procedure had been made into "Manual Prosedur Kerja Selamat" of FGVPM Holdings and being distributed to all estates of FGV including in FGV Chador 01 Estate and Rantau Abang 01 Estate.		
	Status:	Ok
4.6.1.2 Indicator 2: Where oil palm is grown within permitted levels on sloping land, appropriate soil conservation measures shall be implemented to prevent both soil erosion as well as siltation of drains and waterways. Measures shall be put in place to prevent contamination of surface and groundwater through runoff of either soil, nutrients or chemicals.		
Oil Palm grown with permitted levels, based on the map sighted, there is no planting on sloping land less than 25 degrees. Sighted the replanting area with terracing and cover crop for the area for FGV Rantau Abang 01 and FGV Chador 01.		
	Status:	Ok
4.6.1.3 Indicator 3: A visual identification or reference system shall be established for each field		
Based on field visit, it is known that the company has applied fertilizer with type of NKC 1 with the dosage according to recommendation (1.5 Kg/tree). In the replanting area of Block PM 00G, it is known that the company has applied organic fertilization using EFB and also planting land cover by using <i>Muccuna Bracteates</i> . In the replanting area, it is known that the oil palm trunk is collected between the terraces with aimed that trunks can be decompose and become nutrient additions for soil, last replanting on 2014.		
	Status :	Ok
4.6.2 Criterion 2: Economic and financial viability plan		
4.6.2.1 Indicator 1: A documented business or management plan shall be established to demonstrate attention to economic and financial viability through long-term management planning.		
Sighted the summary budget for the estate 3 years onwards from 2019- 2021 which include all the expenses such as for spaying and manuring activities, control of pesticide and disease, maintenance of road and bridge, palm sanitation, general maintenance and etc. Spending on maintenance general ,total operation cost, for FGV Rantau Abang 01 and Chador 01.		
	Status:	Ok
4.6.2.2 Indicator 2: Where applicable, an annual replanting programme shall be established. Long term replanting programme should be established and review annually, where applicable every 3-5 years.		
Sighted the replanting record for FGV Chador 1 for year 2022- 2023. As per documentation of replanting FGV Chador 01 2018 – hectareage 352.44 Ha. Sighted the area had been divided into 2 stages which early preparation and maintenance which comprise of pre lining, felling and chipping, terrace preparation, palm planting and legume cover crop planting. The maintenance activities ranging from manuring, spraying, drainage, road and bridge, fencing and remapping + additional replanting. Sighted the replanting areas for FGV Rantau Abang 01 include in program replanting of hectareage area:		
i) PM 91A – 243.45 Ha = 2019 ii) PM 91 B – 229.61 = 2020 iii) PM 00C – 28.55 = 2019 iv) PM 02 D – 457.91 = 0.00 ha		
Total up replanting activities is 959.52 ha. Form year 2017 - 2022 .		
	Status:	Ok

4.6.2.3 Indicator 3: The business or management plan may contain:		
<ul style="list-style-type: none"> a) Attention to quality of planting materials and FFB. b) Crop projection: site yield potential, age profile, FFB yield trends. c) Cost of production: cost per tonne of FFB. d) Price forecast. e) Financial indicators: cost benefit, discounted cash flow, return on investment 		
<p>FGV Chador 01 had made long term work plan for five years (2018 – 2022). It consists estimation data of FFB projection, prices per ton, revenue, operating cost, total cost and profit. The document also equipped with 10 years' production backward, hectare statement, yield, OER/KER and CPO/PK projection. Based on interview with estate manager known there is no land expansion plan for Chador 01 estate.</p>		
	Status:	Ok
4.6.2.4 Indicator 4: The management plan shall be effectively implemented and the achievement of the goals and objectives shall be regularly monitored, periodically reviewed and documented.		
<p>A monthly tracking record for monitoring of the actual against the budget and variance for all estates to be reporting at the monthly estate manager meetings. Annual review is done by way of presentation from Manager to regional Manager and Ketua Zon which is done every year during budget preparation for next year. The estate can show proof of presentation conducted in January 2017 for the preparation of budget year 2017/18 to monitor the yield, quality, production cost and return of investment.</p>		
	Status:	Ok
4.6.3 Criterion 3: Transparent and fair price dealing		
4.6.3.1 Indicator 1: Pricing mechanisms for the products and other services shall be documented and effectively implemented.		
<p>With regards to FFB pricing, there was available the document of FFB Pricing standard from MPOB. FFB transporters been informed and briefed on the mechanism.</p>		
	Status:	Ok
4.6.3.2 Indicator 2: All contracts shall be fair, legal and transparent and agreed payments shall be made in timely manner		
<p>Contract buying BTS between FGV and Tai Ichi Enterprise Sdn Bhd dated 22/5/2018 observed. Details information and criteria clearly stated for buying term, price calculation formula, special rules, factory receiver etc. A contract between Chong Brothers Palm Industry and FGV Plantation (M) Sdn Bhd observed for worker compensation policy. Clear contract content observed and with both parties' agreement.</p>		
	Status	Ok
4.6.4 Criterion 4: Contractor		
4.6.4.1 Indicator 1: Where contractors are engaged, they shall understand the MSPO requirements and shall provide the required documentation and information.		
<p>Briefing of MSPO requirement to contractor initially communicated during Social Impact Assessment stakeholder consultation on 11/7/2018. Details briefing of MSPO requirement will be conducted on Mid Aug 2018.</p>		
	Status:	Ok
4.6.4.2 Indicator 2: The management shall provide evidence of agreed contracts with the contractor.		
<p>Evidence available were declaration letters signed by the contractors showed that they understand the MSPO requirements.</p>		
	Status:	Ok
4.6.4.3 Indicator 3: The management shall accept MSPO approved auditors to verify assessments through a physical inspection if required.		
<p>The estates were audited by MUTU MSPO auditors with full cooperation from the management units. Sighted audit plan which have been accepted by the Sustainability Manager. All the auditors are MSPO qualified auditors. As agreed, the respective operating units will accept the MUTU MSPO Auditors to verify through a physical inspection if required for audit purposed.</p>		
	Status:	Ok

4.6.4.4 Indicator 4: The management shall be responsible for the observance of the control points applicable to the tasks performed by the contractor, by checking and signing the assessment of the contractor for each task and season contracted.		
Observance of the control points was done by deciding upon commencement date and the completion date of certain contract. The tender committee shall monitor the progress of the contract and a penalty shall be imposed should the contractor exceeded the project period. Sample SPK for project/contracts.		
Status:		Ok
4.7 PRINCIPLE 7: DEVELOPMENT OF NEW PLANTINGS		
4.7.1 Criterion 1: High biodiversity value		
4.7.1.1 Indicator 1: Oil palm shall not be planted on land with high biodiversity value unless it is carried out in compliance with the National and/or State Biodiversity Legislation.		
No new planting sighted for this operating unit.		
Status:		NA
4.7.1.2 Indicator 2: No conversion of Environmentally Sensitive Areas (ESAs) to oil palm as required under Peninsular Malaysia's National Physical Plan (NPP) and the Sabah Forest Management Unit under the Sabah Forest Management License Agreement. For Sabah and Sarawak, new planting or replanting of an area 500ha or more requires an EIA. For areas below 500ha but above 100ha, a Proposal for Mitigation Measures (PMM) is required.		
No new planting sighted for this operating unit.		
Status:		NA
4.7.2 Criterion 2: Peat land		
4.7.2.1 Indicator 1: New planting and replanting may be developed and implemented on peat land as per MPOB guidelines on peat land development or industry best practice.		
No new planting sighted for this operating unit.		
Status:		NA
4.7.3 Criterion 3: Social and Environmental Impact Assessment (SEIA)		
4.7.3.1 Indicator 1: A comprehensive and participatory social and environmental impact assessment shall be conducted prior to establishing new plantings or operations.		
No new planting sighted for this operating unit.		
Status:		NA
4.7.3.2 Indicator 2: SEIAs shall include previous land use or history and involve independent consultation as per national and state regulations, via participatory methodology which includes external stakeholders.		
No new planting sighted for this operating unit.		
Status:		NA
4.7.3.3 Indicator 3: The results of the SEIA shall be incorporated into an appropriate management plan and operational procedures developed, implemented, monitored, and reviewed.		
No new planting sighted for this operating unit.		
Status:		NA
4.7.3.4 Indicator 4: Where the development includes smallholder schemes of above 500ha in total or small estates, the impacts and implications of how each scheme or small estate is to be managed should be documented and a plan to manage the impacts developed, implemented, monitored and reviewed.		
No new planting sighted for this operating unit.		
Status:		NA
4.7.4 Criterion 4: Soil and topographic information		
4.7.4.1 Indicator 1: Information on soil types shall be adequate to establish the long-term suitability of the land for oil palm cultivation.		
No new planting sighted for this operating unit.		
Status:		NA
4.7.4.2 Indicator 2: Topographic information shall be adequate to guide the planning of planting programmes, drainage and irrigation systems, roads and other infrastructure.		
No new planting sighted for this operating unit.		
Status:		NA

4.7.5 Criterion 5: Planting on steep terrain, marginal and fragile soils		
4.7.5.1 Indicator 1: Extensive planting on steep terrain, marginal and fragile soils shall be avoided unless permitted by local, state and national laws.		
No new planting sighted for this operating unit.		
	Status:	NA
4.7.5.2 Indicator 2: Where planting on fragile and marginal soils is proposed, plans shall be developed and implemented to protect them and to minimize adverse impacts (e.g. hydrological) or significantly increased risks (e.g. fire risk) in areas outside the plantation.		
No new planting sighted for this operating unit.		
	Status:	NA
4.7.5.3 Indicator 3: Marginal and fragile soils, including excessive gradients and peat soils, shall be identified prior to conversion.		
No new planting sighted for this operating unit.		
	Status:	NA
4.7.6 Criterion 6: Customary land		
4.7.6.1 Indicator 1: No new plantings are established on recognised customary land without the owners' 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.		
No new planting sighted for this operating unit.		
	Status:	NA
4.7.6.2 Indicator 2: Where new plantings on recognised customary lands are acceptable, management plans and operations should maintain sacred sites.		
No new planting sighted for this operating unit.		
	Status:	NA
4.7.6.3 Indicator 3: Where recognized customary or legally owned lands have been taken-over, the documentary proof of the transfer of rights and of payment or provision of agreed compensation shall be made available.		
No new planting sighted for this operating unit.		
	Status:	NA
4.7.6.4 Indicator 4: The owner of recognised customary land shall be compensated for any agreed land acquisitions and relinquishment of rights, subject to their free prior informed consent and negotiated agreement.		
No new planting sighted for this operating unit.		
	Status:	NA
4.7.6.5 Indicator 5: Identification and assessment of legal and recognised customary rights shall be documented.		
No new planting sighted for this operating unit.		
	Status:	NA
4.7.6.6 Indicator 6: A system for identifying people entitled to compensation and for calculating and distributing fair compensation shall be established and implemented.		
No new planting sighted for this operating unit.		
	Status:	NA
4.7.6.7 Indicator 7: The process and outcome of any compensation claims shall be documented and made publicly available.		
No new planting sighted for this operating unit.		
	Status:	NA
4.7.6.8 Indicator 8: Communities that have lost access and rights to land for plantation expansion should be given opportunities to benefit from the plantation development.		
No new planting sighted for this operating unit.		
	Status:	NA

3.2 Identification of findings, Corrective actions, observations, opportunity for improvement and noteworthy positive components.

3.2.1 Noteworthy Positive Components at Stage-2

No	Description
1	The annual medical surveillance seen well coverage on the complementary test including lipid studies and liver function.
2	The payslip sighted in various foreign languages, such as Hindi and Bangladesh.
3	Signages in regards to safety and environment seen effectively implemented.

3.2.2 Identification of Non-conformity at Stage-2 – Zero (0) major and three (3) minor non-conformities were raised.

NCR No.	:	MSPO/Jerangau -01/18-P3	Issued by	:	Yap Chin Hung
Date Issued	:	25/07/2018	Time Limit	:	1 year
NC Grade	:	Minor	Date of Closing	:	Before Next Surveillance
Standard Ref. & Requirement	:	4.4.4.2 Indicator 2: The occupational safety and health plan shall cover the following: The management shall provide the appropriate personal protective equipment (PPE) at the place of work to cover all potentially hazardous operations as identified in the risk assessment and control such as Hazard Identification, Risk Assesment and Risk Control (HIRARC).			
Non-Conformance Description& Evidence observed: During the site observation audit at Rantau Abang 01, it was observed that the handling of N95 particulate respirator was not according to user instruction where N95 particulate respirator was washed and reuse after dried.					
Root Cause Analysis:					
Corrective Action:					
Preventive Action:					
Assessor Evaluation and Conclusion:					
Verified by	:	WILL BE VERIFIED ON THE NEXT ASSESSMENT			

NCR No.	:	MSPO/Jerangau -02/18-P3	Issued by	:	Ebnu Holdoon
Date Issued	:	25/07/2018	Time Limit	:	1 year
NC Grade	:	Minor	Date of Closing	:	Before Next Surveillance
Standard Ref. & Requirement	:	4.5.5.1 Indicator 1: The management shall establish a water management plan to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include: <ul style="list-style-type: none"> g) Assessment of water usage and sources of supply. h) Monitoring of outgoing water which may have negative impacts into the natural waterways at a frequency that reflects the estate's current activities. i) Ways to optimize water and nutrient usage to reduce wastage (e.g. having in place systems for re-use, night application, maintenance of equipment to reduce leakage, collection of rainwater, etc.). j) Protection of water courses and wetlands, including maintaining and restoring appropriate riparian buffer zones at or before planting or replanting, along all natural waterways within the estate k) Where natural vegetation in riparian areas has been removed, a plan with a timetable for restoration shall be established and implemented. l) Where bore well is being use for water supply, the level of the ground water table should be measured at least annually. 			
Non-Conformance Description& Evidence observed: Water management plan was not consistently implemented: <ol style="list-style-type: none"> 1. FGV Chador 01 was not able to demonstrate evidence that a water analysis has been done according to the water management plan. Based on the document verification the last water quality test was done on 2016 while the management plan stated that analysis shall be done yearly. 2. During field visit at riparian area Sungai Chador at Blok 11, it was observed that there was traces of spraying activities in the buffer zone area. 					
Root Cause Analysis:					
Corrective Action:					
Preventive Action:					
Assessor Evaluation and Conclusion:					
Verified by	:	WILL BE VERIFIED ON THE NEXT ASSESSMENT			

NCR No.	:	MSPO/Jerangau -03/18-P3	Issued by	:	Ebnu Holdoon
Date Issued	:	25/07/2018	Time Limit	:	1 year
NC Grade	:	Minor	Date of Closing	:	Before Next Surveillance
Standard Ref. & Requirement	:	4.5.3.4 Indicator 4 Empty pesticide containers shall be punctured and disposed in an environmentally and socially responsible way, such that there is no risk of contamination of water sources or to human health. The disposal instructions on manufacturer's labels should be adhered to. Reference should be made to the national programme on recycling of used HDPE pesticide containers.			
Non-Conformance Description& Evidence observed: The company has an SOP of triple rinsing FGVP /L3/ PK-33 was issued on 20 th May 2016] which describe the spent container should be collected, triple rinsed, and punctured before stored and disposed. However, based on the field verification in the disposal store at Chador 01 and Rantau Abang 01, observed that the spent containers were not triple rinsed prior to storage which is against the documented procedure and indicator's requirements.					
Root Cause Analysis:					
Corrective Action:					
Preventive Action:					
Assessor Evaluation and Conclusion:					
Verified by	:	WILL BE VERIFIED ON THE NEXT ASSESSMENT			

3.2.3 Opportunity for Improvement (OFI)

No	Ref Std.	Descriptions
1	4.1.3.1	Management review meeting was done on 08/07/18 for internal audit findings and 19/07/18 for social related findings at estate's office chaired by estate manager. The minutes seen included of review on findings and respond of internal audit, FFB production, environmental issues and OHS and etc. In next review, the management to include the aspects on continuous suitability, adequacy and effectiveness of the MSPO requirements and decide on if there is any changes, improvement and modification in the implementation and maintenance of the MSPO requirements.
2	4.3.1.1	<ul style="list-style-type: none"> Chador 01 - MPOB License – 562260002000, expires on 30/06/19 [2522.5 Ha but planted area is 2255.30 Ha] Rantau Abang 01 - MPOB License – 559820002000, expires on 31/03/19 [2770.74 Ha but planted area is 1484.32 Ha and total title area is 1689.95 Ha]
3	4.4.4.2	Consideration to conduct further study on the required medical surveillance type for chemical handler.



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

Public Issues (Institution/ NGO/Community)	Auditor Verification
<p>Contractors of FFB Transport FGV Rantau Abang 01</p> <p>A local contractor had been interviewed during the audit. He had been contract with the FGV estate for ten years and as far from the interview, the payment method, contracting and worker's welfare had been a priority concern of FGV management.</p> <p>The method of payment will be done by online banking and payment been made on monthly basis based on the contract available and invoice issuance. Sighted no complain has been logged in towards the FGV Management and the contractor are satisfied with FGV Management handling the contract.</p> <p>FGV management also giving information to the workers during signing the contract that the workers should obey the company policy, code of conduct and everything had been kept in a booklet send to the contractors and a copy of contract also kept by the contractor. Every single policy and legal requirement are clearly stated in the contract and obeyed by the contractor.</p>	<p>The company will continue to keep a good relation between the contractors and FGV Rantau Abang 01 and also further engagement will be enhanced from time to time.</p>
<p>FGV Foreign Workers Representative (1 Bangladeshi, 1 Indian and 1 Indonesian)</p> <p>3 workers' representative had been interviewed in FGV estate Rantau Abang 01, Chador 01. 1 Indian worker, 1 Indonesian workers and 1 Bangladeshi worker had been interviewed. The Bangladeshi worker had been working for 8 years, and 12 years respectively.</p> <p>They work as harvesters in the estate, spraying and also manuring express satisfaction working in the company. Workers representative are from mandore and had been translator for the new workers into the estate. All of them had expressed a good feeling towards the management and satisfied the way how management treat them in the estate fairly between each other and the local workers.</p> <p>The company also had provided a van to go the nearest town and given them a proper housing area to stay during works in the estate. Sighted also the nearby shop for groceries shopping and the basic amenities had been provided by FGV Management.</p>	<p>FGV Management will keep a good relation especially with the foreign workers representative of FGV Estate Rantau Abang 01 and Chador 01</p>
<p>Gender Committee from Rantau Abang 01, 02, and Chador 01</p> <p>6 representatives from Kelab Kebajikan Daya Budi (KKD) for FGV estate that acted as gender committee. The club represented by female staff f FGV and wife of the male staff and managers of the estate. Based on the interview, the members and club had been allocated budget for each. The budget is approved based on the activity proposed by them.</p>	<p>FGV Management will keep a good relation with Gender Committee from the respected estate and help them in the related matters.</p>

Public Issues (Institution/ NGO/Community)	Auditor Verification
So far, there is no constraint and critical issues related to the genders in the estate. The company also had briefed them regarding the gender policy and human right of FGVPM.	
Teacher from SK Bukit Bading (local Govt.) 2 teachers from SK Bukit Bading Primary school had attended the meeting. They expressed the satisfaction from the school as the FGV Chador 01 had cooperate with them in terms of machineries using for grass cutting and cooperation to pass through the estate for school activities.	No issues raised. FGV Chador 01 will continue the cooperation with local people and school government whenever needed.

3.4 Summary of findings and Recommendation

MAJOR	MINOR	O F I
0	3	3
Recommendation of Certification: Due to No Major Non- Conformity finding, therefore Jerangau Complex [estates] is <u>RECOMMENDED</u> for MSPO Part 3 certification.		

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> <div style="display: flex; justify-content: space-around; align-items: flex-end; margin-top: 100px;"> <div style="text-align: center;"> <p>Company Name Management Representative</p>  <p><u>Norazam Abdul Hameed</u> 25/07/2018</p> </div> <div style="text-align: center;"> <p>Mutuagung Lestari Lead Auditor</p>  <p><u>Mahaswaran Maliyapan</u> 25/07/2018</p> </div> </div>

Appendix 1. Glossary

MSPO	:	Malaysian Sustainable Palm Oil
MPOB	:	Malaysia Palm Oil Board
ARM	:	Agriculture Reference Manual
BOD	:	Biological Oxygen Demand
BTS (FFB)	:	Buah Tandan Segar (Fresh Fruit Bunch)
CePPOME	:	Certified Environmental Professional in the Treatment of POME
CEMS	:	Continuous Emission Monitoring System
CPO	:	Crude Palm Oil
CHRA	:	Chemical Hazard Risk Assessment
CLC	:	Child Learning Centre
CSA	:	Conservation Site Area
CSR	:	Corporate Social Responsibility
COBC	:	Code of Business Conduct
COD	:	Chemical Oxygen Demand
DOE	:	Department of Environmental
EFB	:	Empty Fruit Bunch
EMS	:	Environment Management System
EPSM	:	Environmental Protection Society Malaysia
EQMS	:	Environment Quality Management System
FY	:	Financial Year
FPIC	:	Free Prior and Informed Consent
GHG	:	Green House Gases
HCV	:	High Conservation Value
HIRAC	:	Hazard Identification and Risk Assessment Control (HIRAC)
HSE	:	Health Safety and Environment
HQ	:	Head Quarter
IUCN	:	International Union for Conservation of Nature
KER	:	Kernel Extraction Rate
KKS (POM)	:	Kilang Kelapa Sawit (Palm Oil Mill)
LC	:	Land Clearing
LCC	:	Legium Cover Crop
LOTO	:	Log Out and Take Out
LTA	:	Lost Time Accident
MPOB	:	Malaysian Palm Oil Board
MSDS	:	Material Safety Data Sheet
NCR	:	Non-Conformance Report
NPP	:	New Planting Procedure
NWSDM	:	National Council of Welfare & Social Development Malaysia
NUPW	:	National Union Plantation Workers
OFI	:	Opportunity for Improvement
OHS	:	Occupational Health and Safety
OHSA	:	Occupational Health and Safety Assessment
OER	:	Oil extraction Rate
PANAP	:	Pesticide Action Network Asia and the Pacific
PK	:	Palm Kernel

PPE	:	Personal Protective Equipment
POME	:	Palm Oil Mill Effluent
POM	:	Palm Oil Mill
PSQM	:	Plantation Services Quality Management
PSS	:	Pictorial Safety Standard
RSPO	:	RoundTable on Sustainable on Palm Oil
RTE	:	Rare, Threatened, or Endangered
SIA	:	Social Impact Assessment
SOP	:	Standard Operating Procedure
SOM	:	Standard Operation Manual
SPMS	:	Sustainable Plantation Management System
SOCISO	:	Social Security Organization
SW	:	Schedule Waste
TQEM	:	Total Quality Environmental Management
WTP	:	Water Treatment Plan