

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

[✓] Surveillance-4

Name of Management Organisation : **Muara Kandis Mill – PT Djuandasawit Lestari Subsidiary of Golden Agri Resources Ltd**
 Plantation Name : **Muara Kandis Estate and Muara Tawas Estate**
 Location : **Village of Lubuk Pandan, Sub District of Muara Lakitan, District of Musi Rawas, Province of Sumatra Selatan, Indonesia**
 Certificate Code : **MUTU-RSPO/059**
 Date of Certificate Issue : 18 May 2015 Date of License Issue : 01 June 2019
 Date of Certificate Expiry : 17 May 2020 Date of License Expiry : 17 May 2020

Assessment	Assessment Date	PT. Mutuagung Lestari Auditor	Reviewed by	Approved by
ASA-4	11 to 15 March 2019	Leonada (Lead Auditor), Dwi Haryati, Hasiholan Sihombing, Bayu Yogatama	Taufik Margani	Octo HPN Nainggolan

Assessment	Approved by MUTUAGUNG LESTARI on:
ASA-4	12 April 2019

TABLE OF CONTENT

FIGURE

Figure 1. Location Map of Muara Kandis Estate	1
Figure 2. Location Map of Muara Tawas Estate	2
Figure 3. Operational Map of Muara Kandis Estate	3
Figure 4. Operational Map of Muara Tawas Estate	4

Abbreviations Used	5
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1.0 SCOPE of the CERTIFICATION ASSESSMENT

1.1 Assessment Standard Used	7
1.2 Organisation Information	7
1.3 Type of Assessment	7
1.4 Location of Mill and Plantations	7
1.5 Description of Area Statement	8
1.6 Planting Year and Cycles	8
1.7 Description of Mill and Supply Base	9
1.8 Estimate Tonnage of Certified Product	9
1.9 Other Certifications	9
1.10 Time-Bound Plan	10

2.0 ASSESSMENT PROCESS

2.1 Assessment Team	17
2.2 Assessment Methodology, Assessment Process and Locations of Assessment	17
2.3 Stakeholder Consultation and Stakeholders Contacted	20
2.4 Determining Next Assessment	20

3.0 ASSESSMENT FINDINGS

3.1 Summary of Assessment Report of the RSPO Certification	21
3.2 Summary of Assessment Report of Supply Chain Requirement	45
3.3 Conformity Checklist of Certificate and Logo Use	56
3.4 Summary of RSPO Partial Certification	59
3.5 Identification of Findings, Corrective Actions, Observations, Opportunity for Improvement and Noteworthy Positive Components	64
3.6 Summary of Arising Issues from Public, Management and Auditor Responses	70

4.0 CERTIFIED ORGANISATION'S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY

4.1 Formal Signing of Assessment Findings	74
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APPENDICES

1. List of Stakeholders Contacted in the RSPO Certification Process	75
2. Assessment Program	76

FIGURE

Figure 1. Location Map of PT Djuandasawit Lestari (Muara Kandis Estate)

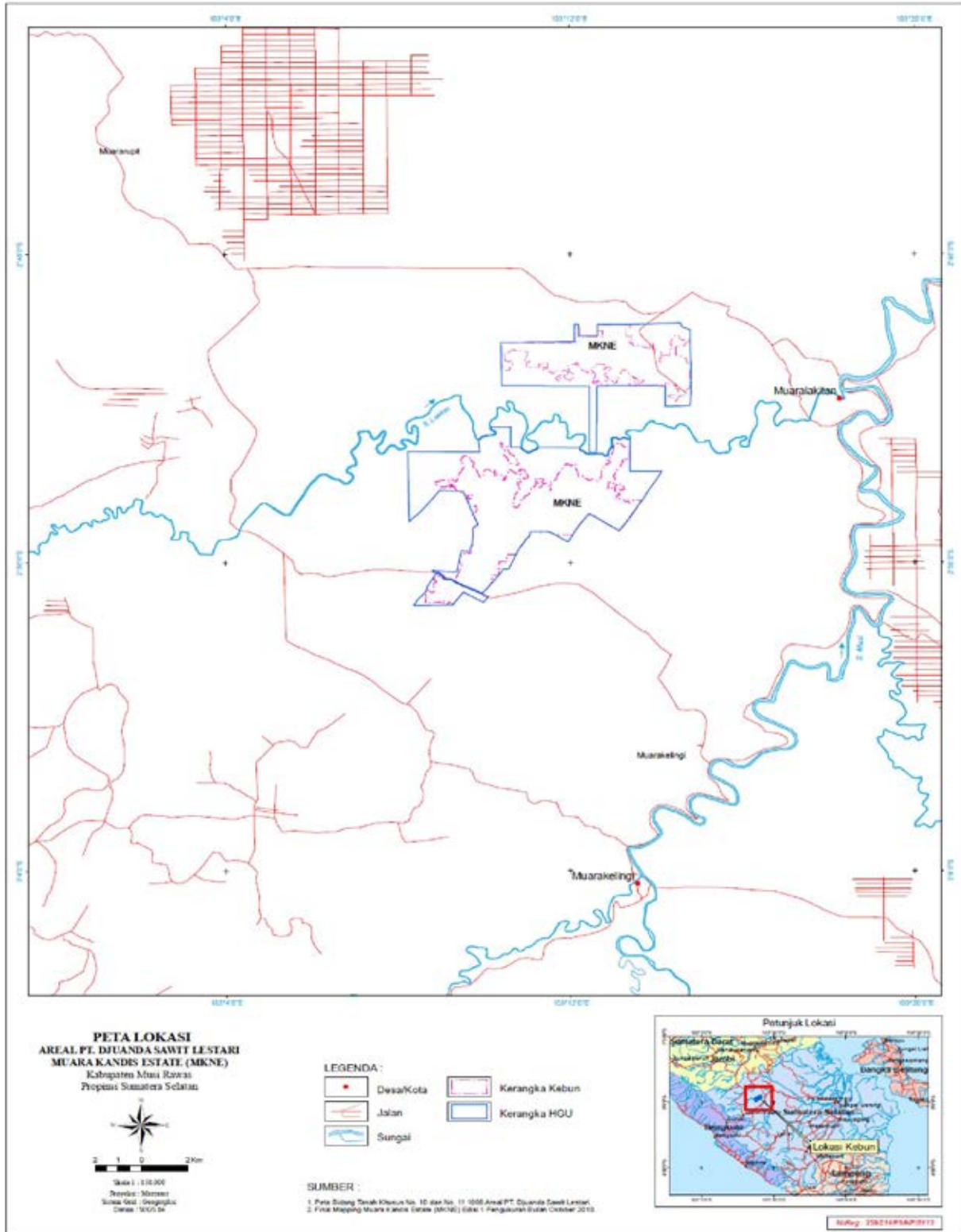


Figure 2. Location Map of PT Djuandasawit Lestari (Muara Tawas Estate)

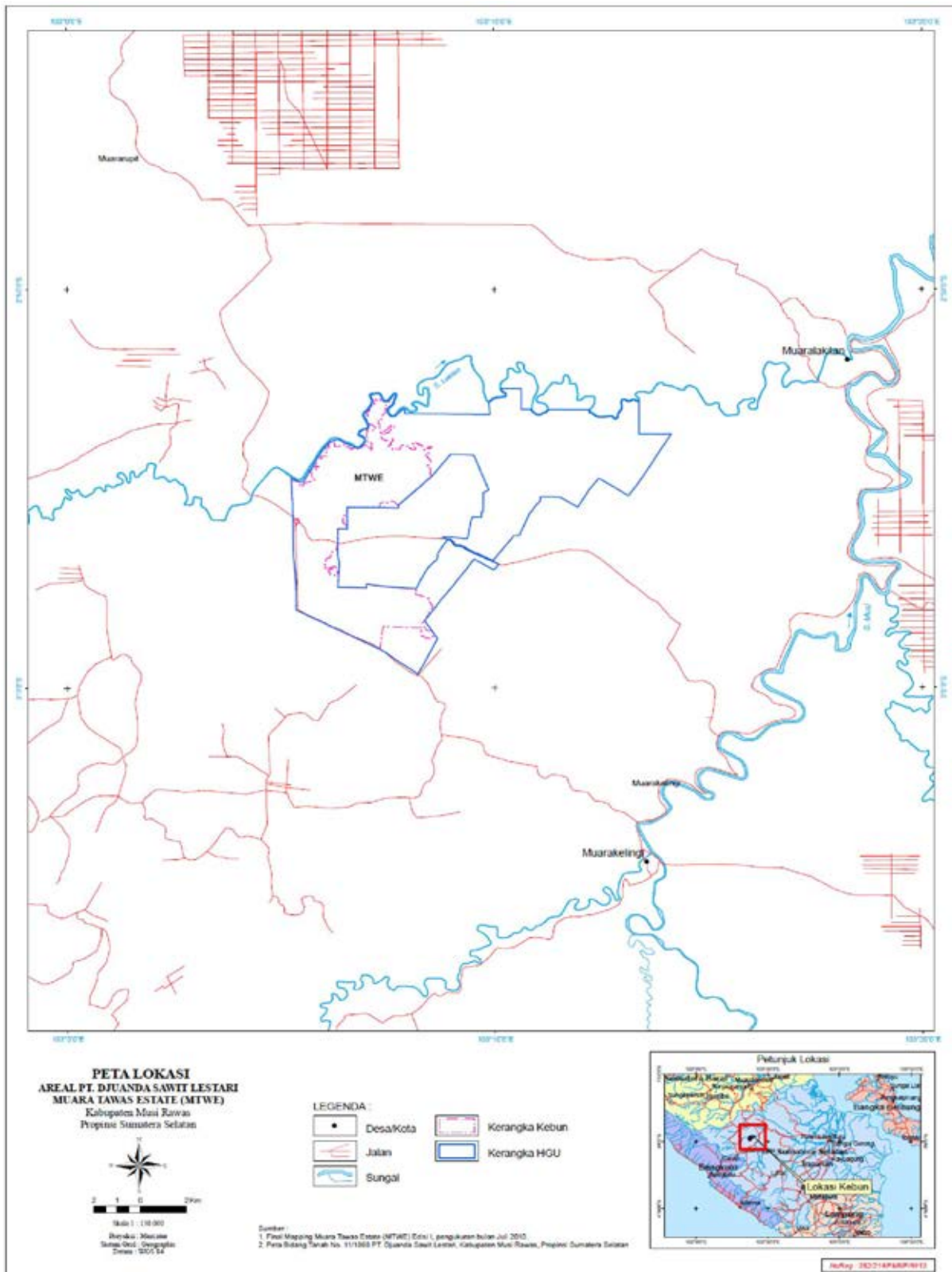
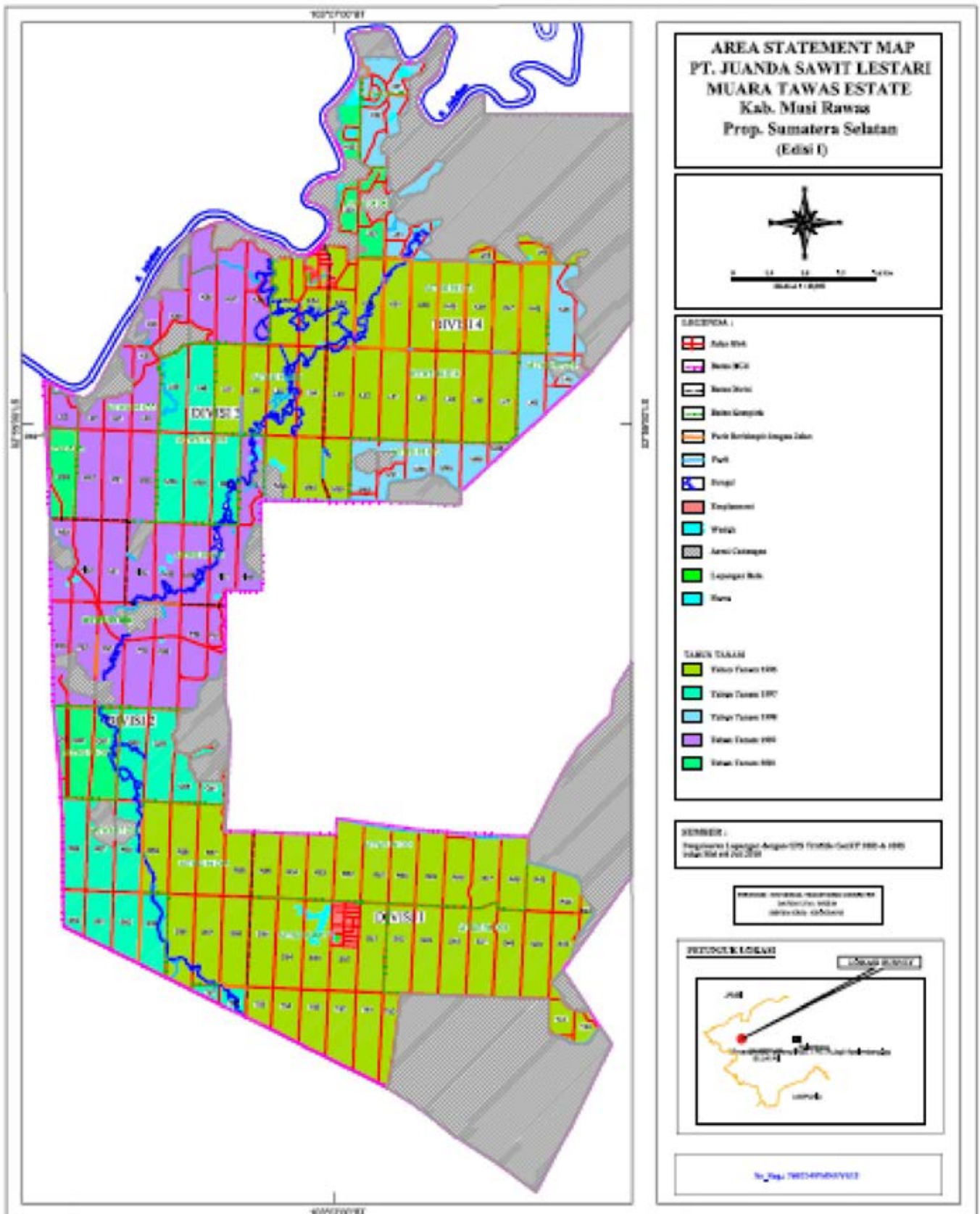


Figure 4. Operational Map of PT Djuandasawit Lestari (Muara Tawas Estate)



Glossary

AMDAL	: Analisis Dampak Lingkungan – Environmental Impact Assessment (EIA)
ASA	: Annual Surveillance Assessment
BPJS	: Badan Penyelenggara Jaminan Sosial
CH	: Certificate Holder
CSPK	: Certified Sustainable Palm Kernel
CSPO	: Certified Sustainable Palm Oil
CLA	: Collective Labor Agreement
CSR	: Corporate Social Responsibility
CPO	: Crude Palm Oil
DSL	: Djuandasawit Lestari
EFB	: Empty Fruit Bunch
EIA	: Environmental Impact Assessment
EHS	: Environmental, Health and Safety
FPIC	: Free, Prior, Informed, Consent
FR	: Frequency Rate
FFB	: Fresh Fruit Bunches
GSEP	: GAR Social and Environmental Policy
GPS	: Global Positioning System
HAM	: Hak Azasi Manusia
HGU	: Hak Guna Usaha (Land Use Title)
HSE	: Health Safety and Environment
HCV	: High Conservation Value
HRD	: Human Resources Development/Department
IPM	: Integrated Pest Management
ILO	: International Labour Organization
KER	: Kernel Extraction Rate
KKPA	: Kredit Koperasi Petani Anggota (Full Managed Smallholders)
LSU	: Leaf Sampling Unit
MSDS	: Material Safety Data Sheet
MKNE	: Muara Kandis Estate
MKNM	: Muara Kandis Mill
MTWE	: Muara Tawas Estate
NPWP	: Nomor Pokok Wajib Pajak
OHS	: Occupational Health and Safety
OER	: Oil Extraction Rate
PK	: Palm Kernel
P2K3	: Panitia Pembina Keselamatan dan Kesehatan Kerja/OHS Committee
POME	: Palm Oil Mill Effluent
PPE	: Personal Protective Equipment
PIC	: Personel In Charge
PMNP	: Plantation Monitoring and Planning
RaCP	: Remediation and Compensation Procedures
RSPO	: Roundtable on Sustainable Palm Oil
RKL- RPL	: Environmental Management and Monitoring Report
RTE	: Rare, Treated, Endangered
SMD	: Senior Managing Director
SR	: Severity Rate
SMARTRI	: Sinar Mas Agro Resources and Technology Research Institute
SIA	: Social Impact Assessment
SSU	: Soil Sampling Unit

SSU	:	Soil Sampling Unit
SOP	:	Standard Operational Procedure
SPO	:	Sustainability Palm Oil
SCCS	:	Supply Chain Certification Standard
WTP	:	Water Treatment Plant
WWTP	:	Waste Water Treatment Plant

1.0 SCOPE OF THE CERTIFICATION ASSESSMEN			
1.1 Assessment Standard Used			
<ul style="list-style-type: none"> • <i>Indonesian National Interpretation of RSPO Principles and Criteria 2013 by INA-NITF, July 2016 (Endorsed by the RSPO Board of Governors meeting on 30th September 2016)</i> • <i>RSPO Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014 revised on 14 June 2017 (Module E for CPO Mill)</i> • <i>RSPO Certification System for Principles and Criteria, June 2017 (Endorsed by the RSPO Board of Governors on 14th of June 2017)</i> 			
1.2 Organisation Information			
1.2.1	Organisation name listed in the certificate	PT Djuandasawit Lestari subsidiary of Golden Agri Resources Ltd (GAR)	
1.2.2	Contact person	Ismu Zulfikar	
1.2.3	Organisation address and site address	RSPO registered company: 108 Pasir Panjang Road, #06-00 Golden Agri Plaza, Singapore 118535 Liaison Office: Sinar Mas Land Plaza, Tower II, 30th Floor Jl. MH Thamrin No. 51, Jakarta 10350, Indonesia	
1.2.4	Telephone	(+62-21) 318 1388	
1.2.5	Fax	(+62-21) 318 1389	
1.2.6	E-mail	ismu.zulfikar@sinarmas-agri.com	
1.2.7	Web page address	www.goldenagri.com.sg	
1.2.8	Management Representative who completed the application for certification	Ismu Zulfikar (Head of Environmental Department)	
1.2.9	Registered as RSPO member	1-0096-11-000-00 (31 March 2011)	
1.3 Type of Assessment			
1.3.1	Scope of Assessment and Number of Management Unit	One (1) Palm Oil Mill (Muara Kandis Mill) and two (2) estates supply base Muara Kandis Estate and Muara Tawas Estate.	
1.3.2	Type of certificate	Single	
1.4 Locations of Mill and Plantation			
1.4.1	Location of Mill		
	Name of Mill	Location	Coordinate
			Latitude Longitude
	Muara Kandis Mill	Village of Lubuk Pandan, Sub district of Muara Lakitan, District of Musi Rawas, South Sumatra Province, Indonesia	S 2 ^o 54' 00" E 103 ^o 10' 38"
1.4.2	Location of Certification Scope of Supply Base		
	Name of Supply Base	Location	Coordinate
			Latitude Longitude

Muara Kandis Estate	Village of Karya Sakti, Sub district of Muara Kelingi, District of Musi Rawas, South Sumatra Province, Indonesia	S 2° 55' 09"	E 103° 10' 15"
Muara Tawas Estate	Village of Karya Mukti, Sub district of Muara Kelingi, District of Musi Rawas, South Sumatra Province, Indonesia	S 2° 58' 02"	E 103° 07' 07"

1.5 Description of Area Statement

1.5.1	Tenure	
	• State	10,958.28 Ha
	• Community	- Ha

1.5.2 Area Statement

Descriptions	Total (Ha)
• Total Area	10,958.40
• Mature Area	6,259.77
• Building and Mill	79.58
• Road	237.64
• Drain / Swamp / River	107.99
• Others	392.66
• Reserve Area	3,880.64
• HCV Area	385.56*

**) Note: HCV area with total 385.56 Hectare is the riparian area and included to planted area.*

1.6 Planting Year and Cycles

1.6.1	Age profile of planting year			
	Planting Year	Hectarage (Ha)		
		Muara Kandis Estate	Muara Tawas Estate	Total
	1995	861.43	-	861.43
	1996	520.92	1,620.80	2,141.72
	1997	269.75	386.06	655.81
	1998	364.90	102.79	467.69
	1999	423.18	704.17	1,127.35
	2000	443.50	-	443.50
	2001	338.96	134.76	473.72
	2002	15.99	-	15.99
	2003	33.01	-	33.01
	2005	39.55	-	39.55
	TOTAL	3,311.19	2,948.58	6,259.77
1.6.2	New Planting area after January 2010	- Ha		
1.6.3	Planting Cycle	1 st Cycle		

1.7 Description of Mill and Supply Base							
1.7.1	Description of Mill						
	Name of Mill	Capacity (tonnes/hour)	FFB Processed (tonnes/year)	CPO		Palm Kernel	
Out put (ton)				Extraction (%)	Out put (ton)	Extraction (%)	
	Muara Kandis Mill	60	261,229.78	59,296.00	22.70	15,674.21	6.00
	<i>*Production data source from March 2018 to February 2019</i>						
1.7.2	Description of Certification Scope of Supply Base						
	Name of Estate	Total Area (Ha)	Planted Area (Ha)	FFB (tonnes/year)	Yield (tonnes/ha/year)	Supplied to Mill	
FFB (tonnes/year)						%	
	Muara Kandis Estate	6,635.44	3,311.19	73,222.69	22.11	73,222.69	100
	Muara Tawas Estate	4,322.84	2,948.58	73,704.44	25.00	73,704.44	100
	TOTAL	10,958.28	6,259.77	146,927.13	23.47	146,926.13	100
	<i>*Production data source from March 2018 to February 2019</i>						
1.7.3	FFB description from other source						
	Name of sources/Organisation (RSPO certified / non-certified)	Type of Organisation	number of smallholders	Production Area (Ha)	Supplied to Mill		
FFB (tonnes/year)							
	Muara Kandis Estate, PT Djuanda Sawit Lestari (Non RSPO Certified)	-	-	402.41		92,979.13	
	Muara Tawas Estate, PT Djuanda Sawit Lestari (Non RSPO Certified)	-	-	73.78		19,903.55	
	Pendawa Plasma (Non RSPO Certified)	scheme smallholders	1,691 smallholder	3,231		1,365.74	
	TOTAL						114,248.42
	<i>*Production data source from March 2018 to February 2019</i>						
1.7.4	Product categories			FFB, CPO, PK			
1.8 Estimate Tonnage of Certified Product							
1.8.1	Past Annual Claim Certified Product		Last Year Projected Certified Volume (MT)		Last Year Actual Certified Volume (MT)		
	• FFB Production		141,552		146,927.13		
	• CPO Production		42,677		33,337.29		
	• Palm Kernel (PK) Production		10,972		8,772.95		
1.8.2	Product Selling						
	Tonnage of selling product			Actual selling product for last year (MT)			
	• CSPO sold as RSPO certified product			0			
	• CSPK sold as RSPO certified product			5,162.14			
	• CSPO sold under other scheme			0			

• CSPK sold under other scheme	0
• CSPO sold as conventional	33,114.41
• CSPK sold as conventional	3,610.81

1.8.2 Estimate of Certified FFB Claim

Name of Estate(s)	Total Area (Ha)	Planted Area (Ha)	FFB (tonnes/year)	Yield (tonnes/ha/year)
Muara Kandis Estate	6,635.44	3,311.19	75,500	22.80
Muara Tawas Estate	4,322.84	2,948.58	76,500	25.94
TOTAL	10,958.28	6,259.77	152,000	24.28

**Projected FFB production for March 2019 - February 2020*

1.8.3 Estimate of Certified Palm Product Claim

Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)	CPO		Palm Kernel		Module
			Out put (ton)	Extraction (%)	Out put (ton)	Extraction (%)	
Muara Kandis Mill	60	152,000	34,500	22.70	9,120	6.00	MB

**Projected FFB production for March 2019 - February 2020*

1.9 Other Certifications

ISO 9001:2008	-
ISO 14001: 2004	-
OHSAS 18001:2007	-
ISCC	EU-ISCC-Cert- DE104-49371801 Since 29 December 2018 to 29 December 2020
ISPO	MUTU-ISPO/054 Since 5 February 2016 to 4 February 2021

1.10 Time Bound Plan

1.10.1 Time Bound Plan for Other Management Units

Management Unit Mill	Time bound	Estate (Supply Base)	Time Bound Plan	Location	Status
Bumi Sawit Mill (PT Bumi Sawit Permai)	2013	Bumi Sawit Estate	2013	South Sumatera	Certified
Muara Kandis Mill (PT Djuanda Sawit Lestari)	align="center">2013	Muara Tawas Estate	2013	South Sumatera	Certified
		Muara Kandis Estate	2013	South Sumatera	Certified
		Muara Kandis Estate (HGU on progress – 402.41 Ha)	2020	South Sumatera	-
		Muara Tawas Estate (HGU on progress – 73.78 Ha)	2020	South Sumatera	-

		Smallholder (KKPA Pandawa)	2020	South Sumatera	-
Sungai Rungau Mill (PT Sumber Indah Perkasa)	2013	Sungai Rungau Estate	2013	Central Kalimantan	Certified
		Sungai Seruyan Estate	2013	Central Kalimantan	Certified
		Terawan Estate	2013	Central Kalimantan	Certified
		Tangar Estate	2013	Central Kalimantan	Certified
		Bukit Tiga Estate	2013	Central Kalimantan	Certified
Bukit Perak EMIII (PT Bumi Permai Lestari)	2013	Bukit Perak Estate	2013	Bangka Belitung	Certified
		Bukit Permata Estate	2013	Bangka Belitung	Certified
Tanjung Kembiri Mill (PT Forestalestari Dwikarya)	2013	Tanjung Kembiri Estate	2013	Belitung	Certified
		Tanjung Rusa Estate	2013	Belitung	Certified
		Tanjung Rusa Estate (HGU on process 48.81 Ha)	2020		
		Tanjung Rusa KKPA	2020	Belitung	-
Sungai Buaya Mill (PT Sumber Indah Perkasa)	2014	Sungai Buaya Estate	2014	Lampung	Certified
		Smallholder (KKPA Gedung Aji Lama)	2014	Lampung	Certified
		Smallholder (KKPA Mesuji)	2014	Lampung	Certified
Sungai Merah Mill (PT Sumber Indah Perkasa)	2014	Sungai Merah Estate	2014	Lampung	Certified
		Smallholder (KKPA Gedung Aji Baru)	2014	Lampung	Certified
Kasuari Mill (PT Sinar Kencana Inti Perkasa)	2020	Cendrawasih Estate	2020	Papua	ST-1
		Nuri Estate	2020	Papua	ST-1
		Rajawali Estate	2020	Papua	ST-1
		Mambruk Estate (PT Sumber Indah Perkasa)	2020	Papua	ST-1
Pekawai Mill (PT Agrolestari Mandiri)	2020	Kayung Estate	2020	West Kalimantan	ST-1
		Pekawai Estate	2020	West Kalimantan	ST-1
		Sungai Kelik Estate	2020	West Kalimantan	ST-1
		Nanga Tayap Estate	2020	West Kalimantan	ST-1
		Smallholder (Kayung Plasma)	2020	West Kalimantan	ST-1
Kenanga Mill (PT Kencana Graha Permai)	2014	Kencana Estate	2015	West Kalimantan	Certified
		Cendana Estate	2015	West Kalimantan	Certified
		Kenanga Estate (PT Cahaya Nusa Gemilang)	2018	West Kalimantan	Certified
		Delima Estate (PT Kencana Graha Permai)	2020	West Kalimantan	-

		Gaharu Estate (PT Bangun Nusa Mandiri)	2020	West Kalimantan	-
		Smallholder (Gaharu Plasma)	2020	West Kalimantan	-
		Smallholder (Kencana Plasma)	2020	West Kalimantan	-
		Smallholder (Kenanga Plasma)	2020	West Kalimantan	-
Perdana Mill (PT Binasawit Abadi Pratama)	2020	Perdana Estate	2020	Central Kalimantan	ST-1
		Lenggana Estate	2020	Central Kalimantan	ST-1
		Semandau Estate	2020	Central Kalimantan	ST-1
		Muara Dua Estate	2020	Central Kalimantan	ST-1
Kuayan Mill (PT Agrokarya Prima Lestari)	2020	Mentaya Estate	2020	Central Kalimantan	ST-1
		Kuayan Estate	2020	Central Kalimantan	ST-1
		Bukit Santuhai Estate	2020	Central Kalimantan	ST-1
		Tajur Beras Estate	2020	Central Kalimantan	ST-1
		Seranau Estate	2020	Central Kalimantan	ST-1
		Sungai Sambon Estate	2020	Central Kalimantan	ST-1
		Smallholder (Sungai Sambon Plasma)	2020	Central Kalimantan	-
		Sapiri Estate (PT Buana Adhitama)	2020	Central Kalimantan	ST-1
		Bukit Dua Estate (PT Buana Adhitama)	2020	Central Kalimantan	
		Bukit Tunggal Estate (PT Buana Adhitama)	2020	Central Kalimantan	
Belian Mill (PT Paramitra Internusa Pratama)	2020	Belian Estate	2020	West Kalimantan	ST-1
		Tengkawang Estate	2020	West Kalimantan	ST-1
		Kenari Estate (PT Bangun Nusa Mandiri)	2020	West Kalimantan	ST-1
		KerANJI Estate (PT Bangun Nusa Mandiri)	2020	West Kalimantan	ST-1
		Muara Tawang Estate (PT Kartika Prima Cipta)	2020	West Kalimantan	ST-1
		Kapuas Hulu Estate (PT Persada Graha Mandiri)	2020	West Kalimantan	ST-1
		Sungai Beran Estate (PT Persada Graha Mandiri)	2020	West Kalimantan	ST-1
		Smallholder (Belian KKPA)	2020	West Kalimantan	-
		Smallholder (Kenari Plasma)	2020	West Kalimantan	-
		Smallholders (Kapuas Hulu KKPA)	2020	West Kalimantan	-
Sungai Kupang Mill	2020	Sungai Kupang Estate	2020	South Kalimantan	ST-2 May 2015

(PT Sinar Kencana Inti Perkasa)		Sungai Kupang KKPA	2020	South Kalimantan	
		Senakin Estate	2020	South Kalimantan	-
Sungai Kikim Mill (PT Sawit Mas Sejahtera)	2020	Sungai Kikim Estate	2020	South Sumatera	-
		Sungai Pangi Estate	2020	South Sumatera	-
		Sungai Musi Estate	2020	South Sumatera	-
		Sungai Saling Estate	2020	South Sumatera	-
		Sungai Enim Estate (PT Bumi Sawit Permai)	2020	South Sumatera	-
		Sungai Lematang Estate (PT Bumi Sawit Permai)	2020	South Sumatera	-
Tangar Mill (PT Mitra Karya Agroindo)	2020	Sulin Estate	2020	Central Kalimantan	-
		Nahiyang Estate	2020	Central Kalimantan	-
		Katayang Estate	2020	Central Kalimantan	-
		Sungai Nusa Estate	2020	Central Kalimantan	-
		Kajui Estate (PT Agro Lestari Sentosa)	2020	Central Kalimantan	-
		Manuhing Estate (PT Agro Lestari Sentosa)	2020	Central Kalimantan	-
Sungai Magalau Mill (PT Sinar Kencana Inti Perkasa)	2020	Sungai Magalau Estate	2020	South Kalimantan	-
Jalemo Mill* PT Agro Lestari Sentosa	2020	Balasang Estate	2020	Central Kalimantan	-
		Jalemo Estate	2020	Central Kalimantan	-
Sako Mill* (PT Adi Tunggal Mahajaya)	2020	Sulin Plasma	2020	Central Kalimantan	-
		Sapiri Plasma	2020	Central Kalimantan	-
		Sako Plasma	2020	Central Kalimantan	-
Padang Halaban Mill (PT SMART Tbk)	2011	Padang Halaban Estate	2011	North Sumatera	Certified
		Penantian Estate	2011	North Sumatera	Certified
		Adipati Estate	2011	North Sumatera	Certified
		Kanopan Ulu Estate	2011	North Sumatera	Certified
Batu Ampar Mill (PT SMART Tbk)	2012	Batu Ampar Estate	2012	South Kalimantan	Certified
		Batu Mulia Estate	2012	South Kalimantan	Certified
		Sungai Panci Estate	2012	South Kalimantan	Certified
		Sungai Panci KKPA	2012	South Kalimantan	Certified
Tanah Laut Mill (PT SMART Tbk)	2012	Tanah Laut Estate	2012	South Kalimantan	Certified
		Kinta Pura Estate	2012	South Kalimantan	Certified
Langga Payung Mill (PT Tapian Nadenggan)	2012	Langga Payung Estate	2012	North Sumatera	Certified
		Paya Baung Estate	2012	North Sumatera	Certified
		Normark Estate	2012	North Sumatera	Certified
Hanau Mill	2012	Hanau Estate	2012	Central Kalimantan	Certified

(PT Tapian Nadenggan)		Tasik Mas Estate	2012	Central Kalimantan	Certified
		Tanjung Paring Estate	2012	Central Kalimantan	Certified
		Langadang Estate	2012	Central Kalimantan	Certified
		Medang Sari (PT Satya Kisma Usaha)	2020	Central Kalimantan	-
Semilar (PT Tapian Nadenggan)	2013	Semilar	2013	Central Kalimantan	Certified
		Sei Rindu	2013	Central Kalimantan	Certified
		Mandang	2013	Central Kalimantan	Certified
		Puri	2013	Central Kalimantan	Certified
Jak Luay Mill	2015	Pantun Mas Estate	2015	East Kalimantan	Certified
		Jak Luay Estate	2015	East Kalimantan	Certified
		Jak Luay KKPA	2020	East Kalimantan	-
		Long Buluh Estate	2015	East Kalimantan	Certified
		Bukit Subur Estate	2015	East Kalimantan	Certified
		Bukit Subur KKPA	2020	East Kalimantan	-
Leidong West Mill (PT MP Leidong West Indonesia)	2014	Leidong West Utara Estate	2014	Bangka Belitung	Certified
		Leidong West Selatan Estate	2014	Bangka Belitung	Certified
Muara Wahau Mill (PT Kresna Duta Agroindo)	2014	Muara Wahau Estate	2014	East Kalimantan	Certified
		Gunung Kombeng	2014	East Kalimantan	Certified
Gunung Kombeng Mill (PT Kresna Duta Agroindo)	2020	Gunung Kombeng KKPA	2020	East Kalimantan	-
Rantau Panjang (PT Kresna Duta Agroindo)	2020	Rantau Panjang Estate	2020	East Kalimantan	-
		Rantau Panjang KKPA	2020	East Kalimantan	-
Jelatang Mill (PT Kresna Duta Agroindo)	2014	Bangko Estate	2014	Jambi	Certified
		Tiga Serumpun KKPA	2020	Jambi	-
Pelakar Mill (PT Kresna Duta Agroindo)	2020	Pelakar Estate	2020	Jambi	ST-2 Sept 2017
		Tiga Serumpun KKPA	2020	Jambi	ST-2 Sept 2017
		Batang Merangin Estate	2020	Jambi	ST-2 Sept 2017
Langling Mill (PT Kresna Duta Agroindo)	2014	Bangko Estate	2014	Jambi	Certified
		Bangko Plasma	2019	Jambi	-
		Batang Gading Estate	2020	Jambi	-
		Batang Gading KKPA (PT Satya Kisma Usaha)	2020	Jambi	-
Sungai Bengkal Mill (PT Satya Kisma)	2015	Sungai Bengkal Estate	2015	Jambi	Certified
		Sungai Bengkal KKPA	2015	Jambi	Certified

Usaha)		Muara Kilis Estate	2015	Jambi	Certified
		Muara Kilis KKPA	2020	Jambi	-
Bukit Kapur Mill (PT SMART Tbk)	2020	Bukit Kapur Estate	2020	South Kalimantan	ST-1
		Sungai Cantung Estate	2020	South Kalimantan	ST-1
Samsam Mill (PT Ivomas Tunggal)	2009	Samsam Estate	2009	Siak-Riau	Certified
		Samsam Estate (HGU on progress – 29.09 Ha)	2020	Siak-Riau	-
		Kandista Estate	2009	Siak-Riau	Certified
		Kandista Estate (HGU on progress – 158.46 Ha)	2020	Siak-Riau	-
		Palapa Estate	2009	Siak-Riau	Certified
Libo Mill (PT Ivomas Tunggal)	2009	Libo Estate	2009	Siak-Riau	Certified
		Nenggala Estate	2009	Siak-Riau	Certified
		Nenggala Estate (HGU on progress 419.9 Ha)	2020	Siak-Riau	-
		Sei Rokan Estate	2009	Siak-Riau	Certified
		Sei Rokan Estate (HGU on progress – 102.7 Ha)	2020	Siak-Riau	-
Ujung Tanjung (PT Ivomas Tunggal)	2009	Ujung Tanjung Estate	2009	Siak-Riau	Certified
		Ujung Tanjung Estate (HGU on progress – 557.3 Ha)	2020	Siak-Riau	-
Naga Sakti Mill (PT Buana Wiralestari Mas)	2010	Naga Mas Estate	2010	Kampar-Riau	Certified
		Naga Mas Estate (HGU on process – 253.39 Ha)	2020	Kampar-Riau	-
		Naga Sakti Estate	2010	Kampar-Riau	Certified
		Naga Sakti Estate (HGU on process – 59.79 Ha)	2020	Kampar-Riau	-
		Rama Bakti Estate	2010	Kampar-Riau	Certified
Kijang Mill (PT Buana Wiralestari Mas)	2010	Kijang Mas Estate	2010	Kampar-Riau	Certified
		Kijang Mas Estate (HGU on process – 56.07 Ha)	2020	Kampar-Riau	-
		Kijang Kencana Plasma	2010	Kampar-Riau	Certified
Ramarama Mill (PT Ramajaya Pramukti)	2010	Ramarama Estate	2010	Kampar-Riau	Certified
		Ramarama Estate (HGU on process – 318.76 Ha)	2020	Kampar-Riau	-
		Amartajaya Plasma	2010	Kampar-Riau	Certified
Indra Sakti Mill	2011	Indra Lestari Estate	2011	Indragiri-Riau	Certified
		Indra Sakti Estate	2011	Indragiri-Riau	Certified

(PT Meganusa Inti Sawit)		Indragiri Plasma	2011	Indragiri-Riau	Certified
		Indrasakti Plasma	2011	Indragiri-Riau	Certified
Bumipalma Mill (PT Bumipalma Lestari Persada)	2012	Bumi Lestari Estate	2012	Indragiri-Riau	Certified
		Bumi Palma Estate	2012	Indragiri-Riau	Certified
		Bumi Sentosa Estate	2012	Indragiri-Riau	Certified
		Bumi Palma Estate (HGU on process – 39.21 Ha)	2020	Indragiri-Riau	-
Sawita Mill (PT Sawitakarya Manunggal)	2020	Sawita Estate	2020	South Kalimantan	ST-1
		Pamukan Estate	2020	South Kalimantan	ST-1
		Sawita KKPA	2020	South Kalimantan	ST-1
<p>There are revision of time bound plan, the justification from management is:</p> <ol style="list-style-type: none"> 1. Pelakar Mill and Rantau Panjang Mill is still process on disclosure & liability by RSPO, while Bukit Kapur Mill doesn't have land use title (HGU), the HGU is still on process. 2. Several associate smallholders (plasma) which refuses to follow the RSPO certification, but the management unit is still communicating with the plasma for the implementation of RSPO certification. 3. Sawita Mill had conducted pre assessment RSPO on 2015 and Another entire Management Unit under PT Ivo Mas Tunggal has been RSPO certified. <p>There is revision of time bound plan on 12 March 2018 made by head of sustainability department for HGU on process in PT Ivomas Tunggal (Samsam Estate 29.09 Ha, Kandista Estate 158.46 Ha, Nenggala Estate 419.9 Ha, Sei Rokan Estate 102.7 Ha, Ujung Tanjung Estate 557.3 Ha); PT Rama Jaya Pramukti (Ramarama Estate: 318.76 Ha); PT Buana Wira Lestari (Naga Sakti Estate 59.79 Ha; Naga Mas Estate 253.39 ha and Kijang Estate 56.07 ha); PT. Forestalestari Dwikarya (Tanjung Rusa Estate 48.81 Ha); PT. Djuanda Sawit Lestari (Muara Kandis Estate 402.41 Ha & Muara Tawas Estate (73.78 Ha). For this area is planned for audit on 2020 because waiting for HGU</p>					
1.10.2	Progress of Associated Smallholders and Outgrowers for Certifiable Standard				
	<p>Pendawa Plasma as a smallholder scheme of PT Djuandasawit Lestari consists of 3,231.26 Ha with approximate 1,691 smallholders. The company has conducted RSPO pre-assessment for the Pendawa KKPA scope by the certification body on 26 February - 2 March 2018, but is still constrained by the RaCP. Then from the results of verification on ASA 4 it is also known that the KKPA Pendawa is a fully managed plasma plantation by the company or directly manage land that has become part of the Golden Agri Resources certification unit with a timebound plan in 2020.</p>				

2.0 ASSESSMENT PROCESS	
2.1 Assessment Team	
ASA-4	<ol style="list-style-type: none"> Leonada (Lead Auditor). Bachelor of agriculture for plant breeding and seed technology programme study, department of agronomy, faculty of agriculture in Bogor Agricultural University. Having experience of more than five years working as a plantation operations staff and sustainability in private company of Indonesian oil palm plantations and is currently working on independent certification bodies as auditor. Training have been followed are: training of indonesian sustainable palm oil (ISPO) lead auditor, training of RSPO lead auditor, RSPO SCCS training, SA 8000, ISO 17021; 2011, ISO 17065; 2012, ISO 19011; 2011, lead auditor ISO 9001; 2008, ISO 14001; 2005, training of management development program agronomy, training of analysis base solution for operation, training of integrated pest management (IPM), use of limited pesticides training, training management of waste pesticides and fertilizers, training mediation and conflict resolution, RSPO social and worker welfare training, general safety specialist training, health and safety management system (SMK3) auditor. In this audit He conducted an assessment on Legal, land dispute and SCCS. Dwi Haryati. Indonesian citizens. Bachelor of Agriculture Department of Agriculture – Program study : Agronomy. Has experience on Palm Oil Plantation as Sustainability staff. Training have been followed : Training Lead Auditor of ISPO & RSPO Scheme, Quality Management ISO 9001-2008, ISO 14001 Environmental Management, ISO 17021 & 17065, HCV, OHS General Expert, Health Safety Management System, Workshop GHG by the ISPO Commission, IHT Palm Oil Mill Processing, Awareness RSPO, IHT Best Practice in Peat Management, Mapping Potential & Conflict Resolution in Production Forest and several in house training related to environmental, HCV, BMP, SA 8000, etc. RSPO audit experience since March 2015 and ISPO since May 2014. Aspects to be audited: Transparency and Social Worker. Hasiholan Sihombing (Auditor). Indonesian citizen. Bachelor of Agriculture Majoring in Agronomy, Agriculture Faculty. He has working experienced for seven years as an operational staff in an Oil Palm Plantation Company in Indonesia. The training he has followed namely: Lead Auditor ISPO, RSPO P&C Lead Auditor Course by Checkmark, SA 8000 Awareness, Quality Management Systems (ISO 9001:2015), Environmental Management Systems (ISO 14001:2015), OHS General Expert, OHSAS 18001:2007, ISO 19011:2018, ISO 17021:2011 and ISO 17065:2012. He has experienced in various audit activities related to the certification system of sustainable palm oil plantation since 2016. During this audit, he assigned to verify best management practices, long term plan, and OHS aspects. During this audit, he assigned to verify best management practices, long term plan, and OHS aspects. Bayu Yogatama (Auditor). Bachelor of Forestry, Department of Forest Resources Conservation and Ecotourism, Bogor Agricultural University. Has attended the ISO 9001: 2015 Quality Auditor / Lead Auditor Course Quality Management System (QMS) course and ISO 19011: 2011 Guidelines for Auditing Management System, ISPO Lead Training, SA 8000, RSPO Lead Training, IHT RSPO NPP, IHT RSPO RaCP, IHT ISO 17021, and IHT ISO 17065. Having experience working in plywood field as Inspector in foreign private company. Currently working for an independent certification body. During this audit, he verify Environmental Aspect, HCV, and Green House Gases.
2.2 Assessment Methodology, Assessment Process and Locations of Assessment	
2.2.1	Figure of person days to implement assessment
ASA-4	Number of auditors : 4 auditors Number of days for ASA-4 at site : 5 days Number of working days for ASA-4 at site : 20 Working days
2.2.2	Assessment Process
ASA-4	The assessment was conducted by measuring the sufficiency of implementation with the consistency done by the PT Djuandasawit Lestari - Golden Agri Resources Ltd (GAR) to the requirements of Indonesian National Interpretation of RSPO Principles and Criteria 2013 by INA-NITF, July 2016 (Endorsed by the RSPO Board of Governors meeting on 30 th September 2016) and RSPO Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014 (Module E for CPO Mill)

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

Some opportunities for improvement of the results **ASA-4** delivered by the MUTU auditor to the management unit and the results are the subject will be verified at the next assessment phase (**RC**). Improvement of findings from previous assessment findings were observed by auditors at this **ASA-4** assessment. All information obtained was recorded in Check List of PT Mutuagung Lestari (MUTU) and part of **ASA-4**.

The assessment program please find Appendix 2

2.2.3 Location of Assessment

ASA-4 Muara Kandis Mill (MKNM)

- **Weight bridges.** Observation and interview with weight bridge operator regarding to procedures FFB receiving, CPO/PK dispatch and SCCS procedures and it implementation.
- **Security Post (4 security).** Observation and interview with security related personnel understanding over the applicable SOP, the implementation of occupational health and safety, medical examination, trainings from company and worker welfare.
- **Loading Ramp (7 workers).** Observation and interview with sortation personel related to personel understanding over sortation procedure, the implementation of sortation, fruit criteria, fruit separation with ripeness and rawness criteria.
- **Sterilizer Station (1 worker).** Observation and interview with operator related personnel understanding over the applicable SOP, infrastructure in mill, the implementation of occupational health and safety, medical examination, trainings from company and worker welfare.
- **Press Station (1 worker).** Observation and interview with operator related personnel understanding over the applicable SOP, infrastructure in mill, the implementation of occupational health and safety, medical examination, trainings from company and worker welfare.
- **Boiler Station (2 workers).** Observation and interview with operator related personnel understanding over the applicable SOP, infrastructure in mill, the implementation of occupational health and safety, medical examination, trainings from company and worker welfare.
- **Engine Room Station (1 worker).** Observation and interview with operator related personnel understanding over the applicable SOP, infrastructure in mill, the implementation of occupational health and safety, medical examination, trainings from company and worker welfare.
- **Kernel Station (1 worker).** Observation and interview with operator related personnel understanding over the applicable SOP, infrastructure in mill, the implementation of occupational health and safety, medical examination, trainings from company and worker welfare.
- **Despatch Station (1 worker).** Observation and interview with operator related personnel understanding over the applicable SOP, infrastructure in mill, the implementation of occupational health and safety, medical examination, trainings from company and worker welfare.
- **Water Treatment Plant (1 operator).** Field observations and staff interviews related to working hours, occupational safety and health (PPE), water sources, water treatment, chemicals used, MSDS, occupational accidents, first aid boxes, health checks, Fire Distinguiher (APAR). and workplace conditions.
- **WWTP (1 operator).** Observation related wastewater management
- **Hazardous waste storage (1 operator).** Field observations related to the management of hazardous and toxic materials.
- **Workshop (2 operator).** Observation and interviews with employees related to management of hazardous waste and hazardous material, training, provision of PPE, training, emergency response facilities
- **Material storage.** Field observation related PPE Stock and waste management.
- **Chemical storage (1 operator).** Field observations related to condition in the chemical warehouse and management of hazardous and toxic materials
- **Empty Bunch Area.** Observation related Empty Bunch management.
- **Hydrant simulation.** Auditor was observe emergency response, all pipe and nozzle on good conditions

Muara Kandis Estate (MKNE)

- **Boundary poles of HGU No. 122 block L37, No. 123 block L37, No. 124 block M37.** Observation on boundaries poles, coordinates, maintenance, and demarcation.
- **Reserve Area (enclave) block K37 .** Observation of condition and boundaries of reserve areas (enclave).
- **Block L26 Division 3 (10 Pesticide Applicator).** Observation on safe working practices and interview with the spraying workers related type of pesticides use according to the procedure and also worker welfare.
- **Block K20 Division 4 (3 harvester and 3 picker).** Observation and interview with harvester related fruit ripeness, safe working practices and also worker welfare.
- **Block K20 Division 4 (Loading FFB process).** Interview with foreman of FFB about loading FFB prosedure, administration, FFB sortation in platform, safety and health and worker welfare.
- **Block K20 Division 4 (Barn Owl Nest Observation).** To check nest condition.
- **Block K20 Division 4 (EFB Application – 1 worker).** Field observations on application of empty fruit bunch and interview with the worker related to the procedure, safety and health and also worker welfare.
- **Block K22 Division 3 (2 Fertilizer Loader).** Interview with the fertilizer loader related type of fertilizer use according to the procedure and also worker welfare.
- **Pesticide storage.** Observation and interview on environmental aspect, OHS implementation, management of chemical and understanding of working procedure.
- **Fertilizer storage.** Observation and interview on environmental aspect, OHS implementation, management of fertilizer and understanding of working procedure.
- **Material storage.** Field observation related PPE Stock and waste management.
- **Fire extinguishers.** Observation and checking the equipment of fire extinguishers.
- **Oil storage.** Observation related management of oil and OHS aspect.
- **Workshop.** Observation and interviews with employees related to management of hazardous waste and hazardous material, training, provision of PPE, training, emergency response facilities
- **Hazardous waste storage.** Observation and interview related management of hazardous waste.
- **Landfill Block J25** Observation related waste management.
- **Daycare.** Observation and interview related facilities daycare and others.
- **Land application Block K33 Div 3** Observation and interviews with 3 Land Application operators regarding leak prevention prevention, working hours, first aid training, use of PPE, medical checkups, and overtime payments.
- **Temani River Block J25 Div 3** Observation on river boundary and maintenance.
- **Housing of Pondok 2** Observation and interview related facilities & infrastructure, domestic waste, and others.
- **Erosion Pole block K25 div 3** Observation of erosion management and monitoring.
- **Rumah Genset Pondok 2** Observasi dan wawancara dengan operator genset terkait pengelolaan limbah, jam kerja, pembayaran lembur, penggunaan APD dan tanggap darurat.
- **Generator House Pondok 1** Observation and interviews with employees related to management of hazardous waste and hazardous material, training, provision of PPE, training, emergency response facilities
- **Mixing station and pesticide application equipment.** Observation of mixing area, waste material management and OHS implementation.
- **First aid Post.** Observation and interview related medical waste and others.

Muara Tawas Estate (MTWE)

- **Boundary poles of HGU No. 101 block M63, No. 102 block M63, No. 103 block M63, No. 104 block L63.** Observation on boundaries poles, coordinates, maintenance, and demarcation.
- **Reserve Area (enclave) block L62.** Observation of condition and boundaries of reserve areas (enclave)
- **Block R57 Division 2 (10 Pesticide Applicator).** Observation on safe working practices and interview with the spraying workers related type of pesticides use according to the procedure and also worker welfare.
- **Block M50 Division 4 (4 harvester and 4 picker).** Observation and interview with harvester related fruit ripeness, safe working practices and also worker welfare.
- **Block R58 Division 2 (Barn Owl Nest Observation).** To check nest condition.
- **Block R60 Division 2 (2 Fertilizer Loader).** Interview with the fertilizer loader related type of fertilizer use according

to the procedure and also worker welfare.

- **Housing of Pondok 2** Observation and interview related facilities & infrastructure, domestic waste, and others.
- **Petanang river block K53 Div 4** Observation on river boundary and maintenance.
- **Landfill Block M51 Div 4** Observation related waste management.
- **Fire extinguishers.** Observation and checking the equipment of fire extinguishers and simulations.
- **Central Fertilizer storage.** Observation and interview on environmental aspect, OHS implementation, management of fertilizer and understanding of working procedure.
- **Fertilizer storage Div 4.** Observation and interview on environmental aspect, OHS implementation, management of fertilizer and understanding of working procedure.
- **Material storage.** Field observation related PPE Stock and waste management.
- **Pesticide storage.** Observation and interview on environmental aspect, OHS implementation, management of chemical and understanding of working procedure.
- **Workshop.** Observation and interviews with employees related to management of hazardous waste and hazardous material, training, provision of PPE, training, emergency response facilities
- **Generator House Pondok 2** Observation and interviews with employees related to management of hazardous waste and hazardous material, training, provision of PPE, training, emergency response facilities
- **Mixing station and pesticide application equipment.** Observation of mixing area, waste material management and OHS implementation.
- **Hazardous waste storage.** Observation and interview related management of hazardous waste.
- **Daycare Pondok 2.** Observation and interview related facilities daycare and others.

Surrounding Village

- **Petran Jaya Village.** Interview land issues, environment, social etc.
- **Muara Megang Village.** Interview land issues, environment, social etc.

2.3 Stakeholder Consultation and Stakeholders Contacted	
2.3.1	Summary of stakeholder consultation process.
ASA-4	<p>Summary of stakeholder consultation process Consultation of stakeholders for PT Djuandasawit Lestari was held by:</p> <ul style="list-style-type: none"> • Public Notification where held 14 days before assessment on Mutu Certification International website: www.mutucertification.com (February 25, 2019). • Public consultation with government agencies of Musi Rawas Regency conducted by visit and interview on 12 March 2019. • Public consultation by interview with locals of the nearby village (Petran Jaya and Muara Megang) on 12 March 2019. • Consultation meeting and interview with Internal Stakeholder (labour union, worker cooperative, gender committee and local contractor) on 13 March 2019. • Consultation with NGO (Sawit Watch, WWF, Walhi and Jikalauhari) via email on 5 March 2019. <p>Numbers of input from stakeholders were clarified by PT Djuandasawit Lestari.</p>
2.3.2	Stakeholder contacted
	<i>Please find appendix 1</i>
2.4 Determining Next Assessment	
	The next visit (RC) will be determined one year after this ASA-4 (March -2020).

3.0 ASSESSMENT FINDINGS

3.1 Summary of Assessment Report of the RSPO Certification

MUTUAGUNG LESTARI has conducted an assessment of Muara Kandis Mill – PT Djuandasawit Lestari subsidiary of Golden Agri Resources Ltd operation consisting of one (1) palm oil and two (2) estates.

During the assessment, there were one (1) Nonconformity were assigned against Minor Compliance Indicator, no nonconformity was assigned against Major Compliance Indicators; and no nonconformance against supply chain requirement for CPO mill and three (3) opportunities for improvement were identified. Further explanation of the non-conformities raised are provided in section 3.5.

MUTUAGUNG LESTARI found that Muara Kandis Mill – PT Djuandasawit Lestari subsidiary of Golden Agri Resources Ltd complied with the requirements of Indonesian National Interpretation of RSPO Principles and Criteria 2013 by INA-NITF, July 2016 (Endorsed by the RSPO Board of Governors meeting on 30th September 2016) and RSPO Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014 (Module E for CPO Mill).

Therefore MUTUAGUNG LESTARI Recommends RSPO Certification of compliance is continued.

Ref Std.	VERIFICATION RESULT of MUTU-Certification	
PRINCIPLE #1 COMMITMENT TO TRANSPARENCY		
1.1 Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.		
<p>1.1.1 In order to provide adequate information to relevant stakeholder, the Certificate Holder has established procedure as per reflected in the “SOP Komunikasi dan Konsultasi No. SOP/SMART/UMUM/SADVI/004”, dated 1 July 2014. The document specifies the objectives of the document that is to manage, mechanism, communicate, (internal and external), participation, health and safety, and environment so that it can be understood by stakeholders effectively.</p> <p>The company has list of stakeholders. Stakeholders listed include surrounding government offices (at district, sub-district and village level), local community, contractors, workers organizations. The lists are updated periodically and are available at each estate and mill. The list will be updated at January 2019. SPO officer is a person who is responsible for regularly update the stakeholder list. During interview with Head of Village Petrans Jaya and Muara Megang confirmed that the company is open and transparent for any kind of communication from other parties. The responses given is in timely manner. Documents verifications its known if this procedure has been socialized to stakeholder.</p> <p>1.1.2 Records of requests from stakeholders are available and recorded individually at estates and mill levels in “Buku Komunikasi dan Permintaan Informasi” that includes proposal and donation requests. Requests from the stakeholders are mainly for donation for the villages, road construction and maintenance, etc. Nevertheless, until the date of the audit, there is no request from stakeholders for company’s documents (legal, environmental and social). Based on document verification No : Form F/SMART/UMUM/SADV/004/003, about the flow of information and feedback from both internal and external stakeholders. Each incoming letter should be recorded and responded by the unit head no later than 3 weeks after the letter received.</p>		
Status: Comply		
1.2 Management documents are publicly available, except where this is prevented by commercial confidentiality or		

where disclosure of information would result in negative environmental or social outcomes.

1.2.1

The type of documents that can be accessed by stakeholders mentioned in the “SOP Komunikasi dan Konsultasi No. SOP/SMART/UMUM/SADVI/004”, dated 1 July 2014. Chapter 2.8 Mechanism of Internal Communication and Chapter 2.10 Mechanism of External Communication. The list is available in the List of Publicly Available Documents for the following documents: Land titles/use rights; Plantation permit; *Analisis Dampak Lindungan (AMDAL)* – Environmental Impact Assessment (EIA); Social Impact Assessment (SIA); Environmental Management & Monitoring reports (RKL-RPL); Corporate Social responsibility programs; Business Plan; EHS plan/program Assurance Goals; Company Policies; Complaint & dispute resolution procedures; Grievance mechanism and industrial relations; Zero burning policy; Continuous improvement plans.

During interview with Head Of Village Petrans Jaya, Muara Megang and representatives of workers during public consultations on March, 13 2019, Stakeholders already know about the kind of information that can be obtained from company. In other that the documents has been socialized to stakeholder. Based on document verification, that’s known the company always responds quickly. There are showed sample of request from villagers and the company has been follow up these request.

Status: Comply

1.3

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

1.3.1.

The company has had a policy of ethical business principles that have been endorsed by the Regional Controller on August 1, 2014. The policy states that the company is committed in the management of all activities of the business practices, no tolerance for any act or form of corruption in the business practices and all forms of business practices conducted by transparent and open manner. While the company also have GAR Social and Environment Policy/GSEP signed by Head of Upstream on November 2015. This policy was explained about code of integrity and ethical business.

The policy has been socialized to employees every day before work. Besides that socialization is also done through posters, signboards and banners in strategic locations, for example in the office or emplishment. During interview with Head Of Head Of Village Petrans Jaya, Muara Megand and representatives of workers during public consultations, stakeholders already know about the the policy of ethical business. In other that the documents has been socialized to stakeholder. Based on interview with workers, for example Interview with workers, confirmed that workers has understood about the policy committing to a code of ethical conduct and integrity.

Status: Comply

PRINCIPLE #2 COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS

2.1

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

2.1.1

The Company has list of regulations of 2019 that includes local regulations and national regulation updated annually. List of laws/regulations listed has covers several aspects such as land permit and legality, manpower, occupational health and safety, best management practices and environment. The company has shown the evidence of legal requirements compliance such as plantation bussines permit (Plantation Business Registration Letter No. 107/Mentanhut-VII/2000 dated 9 October 2000). The other compliances of regulations are regarding to environment aspects are EIA management and monitoring in routinely, hazardous waste storage license approved by local government. Compliances of workers and OHS regulations are provided the minimum wage, company safety & occupational health, transporting and forklift operator etc

Based on interview with stakeholders such as government agencies and other stakeholders such as workers union and surrounding communities it is known that the company has comply the related regulations for example: has plantation business permit, land use right, no workers under age of 18, land application permit, hazardous waste storage permit, there is no environment issues etc.

2.1.2, 2.1.3, 2.1.4

Procedure of legal requirement which presented in document SOP/SMART/UMUM/SADV/II/002, dated 1 July 2014 mentioned that sustainability officer has responsibility to arranged and monitored legal related laws and/or regulation. The procedure mentioned that in order to monitor and update of laws and/or regulations, the sustainability officer required to actively check and make coordination with Government Agencies or Institutions. Internal audit of regulations compliance are conducted annually as example on February 2019. The internal audits have shown the company's compliance of legal requirements according to the list of regulations 2019.

Status: Comply

2.2

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

2.2.1

PT Djuandasawit Lestari has managed area totaling for about 11,434.59 Ha, which consist of 10,958.4 Ha under HGU and 476.19 Ha HGU-on process. However, scope of certification has stick on HGU area (10,958.4 Ha). The corporate area originates from state land with other usage area status, in which there are several community's land. The acquisition process began with obtaining a location permit from the governor of South Sumatera in 1992. The next process is land acquisition from community's area by providing compensation before the HGU release in 1999. The company get the land use title for 10,958.4 Ha through Decree of Minister of Agraria and Chief of National Land Agency No. 3/HGU/BPN/99 dated 6 January 1999 (valid for 35 years), which are covered in two certificates of HGU by Land Agency of Musi Rawas:

1. HGU certificate No. 5 (dated 8 March 1999) for 2,222.7 Ha
2. HGU certificate No. 6 (dated 8 March 1999) for 8,735.7 Ha

2.2.2

Procedure of legal boundary poles monitoring and maintenance is presented in document No. SOP/SMART/CERS-EHSD/SADV/II/004 dated 1 July 2014. Procedure mentioned that maintenance was carried out by foreman with supervision of Assistant Manager. Estate management were able to shows location of boundary poles map as well as its coordinate points, which presented in document of Specific Situation Map No. 5/1999 and No. 6/1999 with scale 1:25,000. Boundary poles monitoring record period 2018 informed that from totaling 285 poles monitored it was identified 251 poles in Muara Kandis Estate and 34 poles in Muara Tawas Estate were in good condition and satisfactory maintained.

Based on field observation to Poles No. 122 block L37, No. 123 block L37, No. 124 block M37 (Muara Kandis Estate), No. 101 block M63, No. 102 block M63, No. 103 block M63, No. 104 block L63 (Muara Tawas Estate), it could be concluded that estate management has monitor their boundary legal poles, clearly demarcated and visibly maintained . Verification using GPS indicates that the pole coordinate is in accordance with the provisions of the land title and confirmed that there has been no planting beyond the legal demarcated boundary areas of the plantation. In addition there are also other boundary markers in the form of border trenches or border roads. But from the results of field visits there are also border areas that have not been clearly marked by trenches or signs other than the HGU poles, especially areas bordering communities such as the border around poles No. 122 block L37 (Muara Kandis Estate). This is an improvement opportunity for companies to provide markers between the boundaries of the company's HGU area and community land **(OFI)**.

2.2.3, 2.2.4, 2.2.5, 2.2.6

The Company has established the mechanism for conflict resolution and land dispute in the procedure No. SOP/SMART/SENS-CSR/SADV/II/002 dated July 2014. Based on interview with communities and field observations, there were no significant land disputes and no indication of contractually army or paramilitaries using in plantation area of PT. Djuandasawit Lestari. However, it was reported by estate management that within the HGU area there is still land that recognized as belonging to the community who are not willing to be compensated (3,880.76 Ha). The area is still managed by the community and the company does not take over by force on the land. The community has understood that their land is in the company's HGU, but does not willing to release the land to the company. This area has been mapped in participatory and until now, the company continuous to hold talks with landowners whitout any coercion. Based on interview with the communities and field observation are not found significant dispute or any disturbance from the company to that areas.

2.2.2	Status: OFI	
2.3		
Use of the land for oil palm does not diminish the legal rights, or customary rights, of other users, without their free, prior and informed consent.		
2.3.1, 2.3.2, 2.3.3, 2.3.4		
<p>The Company has FPIC procedure SOP/SMART/SENS-CSCR/SADV/002 and SOP/SPO/SMART/ LH-04 regarding to social conflict management and land conflict resolution. The Company has no new land acquisition and the entire compensation process was completed in 2001. The results of compensation documents verification and interview with communities and previous land owners is known that there are no indigenous rights or customary rights and there is no issues regarding to FPIC process. The compensation process are done directed to the land owner and not diminish the legal/customary right, landowners are given the freedom to release their land without coercion.</p> <p>In the HGU area of the company there are still areas of community land that have not been compensated (3,880.76 Ha), this is because the cultivators are not willing to relinquish their cultivated land. Based on the results of visits to cultivated areas such as in the Muara Kandis Estate Block K37 and Muara Tawas Estate block L62 and from interviews with the people of the villages of Petrans Jaya and Muara Megang it is known that the company did not force or seize these areas. Regarding these areas, the company is currently in progress making an agreement with the cultivating parties. The progress of making this land agreement or acquisition becomes an opportunity for improvement for the company (OFI).</p>		
2.3.2	Status: OFI	
PRINCIPLE #3 Commitment to long-term economic and financial viability		
3.1		
There is an implemented management plan that aims to achieve long term economic and financial viability.		
3.1.1		
<p>The company has documents on the long-term plan contained in the PT Djuandasawit Lestari Feasibility Analysis period 2018 - 2022 that explain about business plan and operational management which includes: area statement, projections for production, CPO, PK, Revenue CPO and PK, cost estates, mill costs, price of FFB, CPO price, PK price, purchase of FFB plasma, profit and loss, and net profit and loss. In the long-term plan shows that the company will still earn profits every year. Annual planning also evaluated at the end of year and compared with realization. It annual planning can be adjusted based on field condition, financial condition or another reason. Based on the results of interview with representative management, it was explained that the long-term plan is still feasible (profit) in financial and economically.</p>		
3.1.2		
<p>PT DSL has a replanting program contained in the summary of the long-term plan of PT Djuandasawit Lestari for the period 2018-2022 which is explained in 2020 replanting activities will be carried out covering an area of 725 ha, in 2021 covering 1,531 ha and in 2022 covering 717 ha.</p>		
	Status: Comply	
PRINCIPLE #4 Use of appropriate best practices by growers and millers		
4.1		
Operating procedures are appropriately documented and consistently implemented and monitored.		
4.1.1		
<p>PT Djuandasawit Lestari has documents of SOP Technical of Oil Palm Cultivation starting from land clearing up to harvesting, approved by SMD Ops and entered into force on 12 June 2012. The SOP documents among others about planning of new area planting, replanting plans, nurseries, land clearing, planting, replanting, pest and disease control, weed control, fertilization, maintenance of immature plant, preparation ahead of harvest, harvesting, loading and transportation of FFB. The Oil Mill has SOPs covering all mill operations such as FFB Grading, Sterilization Station, Press Station, Threshing Station, Oil Room, Kernel Plant, Laboratory, CPO & PK Despatch, Engine Room, Boiler Room, Electrical, Workshop as well as Raw and Boiler Water Treatment Plant. That SOP's is available on audit site (Estate and Mill office) and written in a language that is easily understandable for workers (written in Bahasa). The entire procedure both of plantation and mill has been included of safe working instruction, other than those described in the HIRAC document.</p>		

Interviews were conducted to harvesters, pesticides applicators, and manuring workers in MKNE and MTWE and also operators in MKNM. Based on the results of interviews can be concluded that the workers understand the duties and responsibilities of their work in accordance with the applicable SOP.

4.1.2 and 4.1.3

The company has a procedure associated with operational internal audit in the SOP No. SOP-ISCC/IMT/OIA. The SOP approved by VPA and VPM, entered into force on 1 July 2011. Ensuring consistency of procedures implementation, the suitability and effectiveness of the procedure, suitability with regulatory updates and best practices, the companies routinely conduct internal audit activities both agronomic and processing. It is held by the Department of Operational Internal Audit (OIA) every semester. The records of internal audit on second semester of 2018 has been documented. Non compliance records of internal audit has been corrected and verified by management. There is no revision of SOP at the ASA-4 assessment. In each SOP, there is page of document control that record the revision if any.

Each unit has documented the operations of the estate and mill production such as daily reports, supervisor workbooks, etc. The field visit at the mill shows that the unit has been documenting the daily activities in a daily production report that documented by using computerized systems.

4.1.4

Procedure of third party FFB source was presented in document of FFB Purchasing Procedures (PT. DSL-MKNM/RSPO-SOP/08) last revised dated on 1 July 2010). The procedures explain that objectives, scope, job description, work steps, FFB payment and documentation. Based on document verification of FFB received its known Muara Kandis mill also received FFB from other area from Muara Kandis & Muara Tawas Estate outside the scope of certifications and from Pendawa KKPA (under management of PT. Djuandasawit Lestari).

	Status: Comply	
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4.2

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

4.2.1

The company has SOP of Manuring (SOP/SMART/MCAR/IX/TA-PPK) to maintain soil fertility. The SOP approved by SMD Ops on 12 June 2012. The company has conducted soil sampling units and leaf sampling units (SSU/LSU), manuring activities, POME applications, and ground cover maintenance in accordance to maintain soil fertility.

MKNE and MTWE can show documents on the realization of anorganic fertilization and EFB applications for 2018. The auditor conducted an interview with the fertilizer loading workers at block L26 MKNE and block R57 MTWE. Fertilization is done mechanically using a spreader machine. Workers can also explain the fertilization procedure well, which is in accordance with the dosage determined based on the recommendations.

4.2.2

Muara Kandis Estate dan Muara Tawas Estate shown the plan and the realization of fertilization for period January to December 2018. Based on document review and interview with the staff, the realization of fertilization in both estates reach 100% completed according to the program.

4.2.3

The company has routinely monitored the changes on the nutrient status based on the regular soil sampling unit (SSU) and leaf sampling unit analysis (LSU) to determine fertilizers recommendation. The sampling spot has been determined in each division and block routinely by SMART Research Institute (SMARTRI) and it is supported by well-trained census Officer in each estate. SSU is conducted every 5 year for trees with age of 3, 8, 18 and 23, meanwhile LSU is conducted annually. The last LSU result was issued on March and May 2018 and the last SSU result was issued on November 2017. Visual observations performed every year at the time of leaf analysis activities. Visual observation is a consideration in determining the fertilizer recommendations, deficiency of nutrients and analyze the potential of disease which is likely to become endemic of a particular disease.

Result of soil and leaf analysis published recommendation on fertilizer doses to produce an optimal production of palm fruit. Principles of fertilization are giving treatment on the ground to produce the nutrients required by palm and generating optimal results.

4.2.4

The company has a strategy of recycling nutrients, such as the use of the frond (pruning), application of effluent and EFB mulching. It shows a recording of the EFB applications realization in 2018 on MKNE. Overall, the company has made efforts to maintain and improve soil fertility. Visually, there is no symptom of nutrient deficiency at the blocks that have been visited. Until the ASA-4 assessment, the company has not carried out replanting activities, so there was no use of the palm residue after replanting.

Status: Comply

4.3

Practices minimize and control erosion and degradation of soils.

4.3.1 and 4.3.6

The company has a soil suitability map report issued by Plantation Monitoring and Planning Division year 2015 which included a description of the soil types, topography, soil texture, drainage condition, land suitability level, and the limiting factor. The map is available on a 1: 75,000 scale. Soil types in PT DSL such as typic endoaquept, typic dystrodept, and typic hapludults. This type has a texture of sandy and sandy clay with land suitability values in the S2 and S3 classes. The limiting factors are soil texture, drainage, topography, and rocks in the root zone. The strategy made by the company to optimize the potential of the land with the limiting factor is by providing extra organic fertilizer (empty fruit bunch) at a dose of 40 tons/ha.

Auditor conducted field observations in the EFB application area in block K20 MKNE and it can be concluded that the company has implemented a management strategy to optimize the potential of the land with the limiting factor by providing EFB.

4.3.2

Based on semi-detail survey report conducted by PMNP in 2015, the slope levels range between 0 – 40%. The slope levels between 21 – 40% is found 12.27 Ha (0.30%) in Muara Tawas Estate. Planting strategy for areal with slope levels 21 – 40% is making conservation terraces, contour terraces, planting conservation plants such as vetiver grass and cover crop, U-shape frond stacking methods, conserving of fern (*Nephrolepis bisserata*) to keeping the soil moisture, and EFB application to enrich organic material contents in soil and reducing run off risk in rainy season. The company had a guidance related to plant in slope area as follows SOP New Planting Planning (No. Doc. LAMP/I/TA-PPA/02 - Classification of Tilt and Terraces Requirements), Working Instruction for Individual Terrace (SOP/SMART/MCAR/I/TA-PPA) and Working Instruction for Contour Terrace (IK/SMART/MCAR/I/TA-PPA/03). Field observations in block R57 MTWE shows that the company has realized the U-shape frond stacking methods and conserving of fern (*Nephrolepis bisserata*) to keeping the soil moisture. The company measures erosion rates in areas with steep slopes using erosion stakes and from the measurement results it is known that there is no significant erosion rate. This proves that the practicing for minimizing and controlling erosion is effective.

4.3.3

The company shows a road maintenance program for the 2018 and 2019 period. MKNE and MTWE have classified roads based on their conditions (good, medium and heavy). From these data the company made priority programs in road improvement. For example, the realization of road improvements division 6 MKNE has reached 21,000 meters on December 2018. Based on field observations throughout the audit activities, it was concluded that the road conditions on MKNE and MTWE were in good condition and could be passed.

4.3.4 and 4.3.5

According to semi detail soil survey report, there is no peat indicated in all company operational area. Hence, no peat management that planned.

Status: Comply

4.4

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

4.4.1

Certificate holder has identified the water source and conducted the efficiency of water use by monitoring the water use in MKNM every day, Field visits on block J25 at MKNE for examples, found that companies managed Temani river riparian by marked the buffer zone (throughout 100 m bothsides on riparian), perform revegetation with vetivergrass, and signboard placement.

Company also conducted regularly water quality testing every semester for Temani River, Lakitan River and quality testing for well water in housing. Based on workers interview on estate housing shown that drinking water for them originated from refill water and Muara Kandis Mill also provides clean water access for all workers. Water sources identification and management plan are listed on 2018 water management document. These document describe the water source identification, Mill water usage monitoring & efficiency, and catchment area protections.

4.4.2

Company provided procedures for these catchment areas protection/conservations listed on SOP/SPO/SMART/LH-06 document. Field visit during audit, for examples on Temani river riparian block J25 acquired information that company shown proper ways for maintain and protect the catchment area for example manual weeding and marking the chemical boundary border. Company has identified and shown the maps for catchment areas (icluding riparian) with 1:50000 scale. HCV identification document shown there is some river flow on estate such as Temani river and Tawas river (MKNE), and Petanang & Lakitan river (MTWE).

4.4.3

Mill effluent produced by MKNM processed at waste water treatment plant (WWTP) based on procedure SOP/SPO/SMART/LH-09, until it complying to standards before it discharged to MKNE as land applications based on decree of Musi Rawas regent No 456/KPTS/DLH/2017 valid until 2022.

Waste water quality testing document review shown for September 2018 - February 2019 all of waste water testing parameters are compliant to the standards quality, and all of waste water management and monitoring has been reported to related institutions per 3 month regularly. Field visit on WWTP during audit found there is no leakage indications and these area are managed well.

4.4.4

Observations on MKNM water ttreatment plant found monitoring for raw and process water usage was done by officer periodically, and flowmeters at inlet/outlet serves normally. Procedure for Mill water usage and monitoring are provided and has been listed on procedure IK/SMART/MCMD/I/TM-PKS/19-Water Treatment. Standards of water usage for FFB process recorded on 2018 budget projected 1,60 m³/tonne FFB processed. Water usage monitoring was done periodically and recorded, for example in 2018 FFB processed 254,232 tonne, process water usage 295,908m³, and water usage efcency was 1,16 m³/tonne FFB processed.

Status: Comply

4.5

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

4.5.1

The activity budgeted on the program were consist of detection, census and monitoring of pests and disesases attack, biological control such as barn owl nest installation and planting of beneficial plants. According to IPM activity records for January 2018 to February 2019 such as program and realization of rat census, leaf eating caterpillar census, and termite cencus, it could be concluded that all the census results were still under its economic threshold. There is no invasive species attack. This may lead to zero use of pesticides for pests and disesases control. It could be concluded that IPM techniques implemented by biological methods is effective to control pests and diseases, and also to minimize the use of chemicals. Furthermore, according to pesticides used record in 2018, agrochemical uses was only implemented for weeds control purposes.

The company has a good commitment to improve the use of pest natural predator as part of integrated pest control. One of natural predator development is the reproduction and the construction of barn owl box as a mechanism to control rat. It monitoring barn owl box occupation at least once a month. The monitored parameter are the existing of barn owl in the boxes, left food, and sign of reproduction such as egg or owl. Currently, there are total 268 barn owl boxes in PT DSL and inhabited 252 barn owl boxes.

4.5.2

The company has records of the training implementation for workers who are involved in the implementation of integrated pest management, for example, Integrated Pest Management training on 2-3 November 2018 with the number of participants are 40 employees consisting of census operators, supervisors, and field assistants. Based on interview with the worker revealed that the worker understand the method of plant pest and diseases census or detection.

Status: Comply

4.6

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

4.6.1

The company has SOP and work instruction on weeds management, the guidance covering about chosen, storage, application, contaminated handling, known about signs and symptoms of pesticides poison and first aid for poison case. To ensure pesticide used are in accordance with the target, company conducted identification the type of weed found in operational area. Based on field visits and interviews with 10 pesticide applicators in Division 3 MKNE and 10 pesticide applicators in Division 2 MTWE, it was concluded that workers knew about the function of the chemical used and selective when doing the spraying activity, as for example for glyphosate material used to spray the circle and harvesting path only while the weeds in inter row not sprayed. The company used *Isopropil amina glyphosate* and *Metil metsulfuron* which have received permission from the government. Based on document verification and observation to pesticide storage, there is no prohibited chemicals use.

4.6.2

The company has documented records of pesticide toxicity in the document of Monthly Pesticide Toxicity Data. The document is recorded product name, active ingredients, LD₅₀, area treated, amount of active ingredients applied per Ha, and total application. This document is constantly recorded and updated by Estate Sustainability Officer each month.

4.6.3

PT DSL has program to reduce the pesticide usage by replacing pesticides with biological controls such as using natural predators to control rat and planting the beneficial plant. Based on document review and field observation, several IPM program with biological approach that has been implemented such as rat control by *Tyto alba*, and leaf eater caterpillar by planting beneficial plant such as *Turnera subulata* and *Casia cobanensis*. Moreover, it has also conducted early detection routinely listed in the monthly report of early warning system. There is no prophylactic use. In 2018 until February 2019, the company does not use pesticide for pest control at all.

4.6.4

On the August 2015, President Director of SMART Tbk issued a memorandum not to use paraquat in 2016. Regarding to *Pesticides that are categorized as WHO Class 1A or 1B, there is Social and Environment Policy that stated minimized and eliminated as part of a plan, and shall only be used in exceptional circumstances.* Based on document verification and field visit to pesticide storage, there is no paraquat and WHO Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions application from January 2018 until February 2019.

4.6.5, 4.6.7 and 4.6.9

The results of field observation in warehouse and interview with pesticide applicator in block L26 MKNE and block R57 MTWE, it is known that the employees have been given regular training in safe work practices. This was evidenced by the employee can demonstrate the correct way to work in accordance with the procedures including how use and handling the risks in accordance with material safety sheets. There have been sheets of safety work (MSDS) and the symbols of hazardous and toxic materials are properly installed on the walls and doors of warehouse. The pesticide applicator also using personal protective equipment in accordance with specified hazard identification and material safety data sheet such as

respirator mask, gloves, safety shoes, apron and goggles.

In addition, employees are also informed about the steps of safety work in each roll call in the morning before work. Meanwhile, the spraying workers interviewed also claimed that after spraying they will be washing up and drying up the PPE and spraying tools (sprayer tank, jerry, etc), and taking shower/changing clothes in special place near pesticide store of the division office. Therefore, based on field observation to mixing area in MKNE and MTWE, that known there are storage for keeping all PPE's and spraying tools after use.

4.6.6

The company has had SOP for material management and transfer (SOP / SMART / LEMS-EHSD / SADV / I / 006) which describes the examination of materials, storage and characteristics for hazardous chemicals including pesticides and SOP Ex Agrochemical Management (document No. SOP/SMART/LEMS-EHSD/SADV/I/002). The procedures related to management of agrochemical ex-container comprising of collecting, washing, recording, documenting, storage, returned to vendor, and rinse water usage. The Company also has SOP of Plant Upkeep (SOP/SMART/MCAR/XII/TA-PTM), authorized on 12 June 2012. In the SOP also explained about the storage of pesticides.

Based on field observations to chemical warehouse in MKNE and MTWE; there are MSDS and it was available also pesticide mixing places, PPE washing basin and spray equipment, water trap (tub to hold water used for washing), water tap, storage room for APD, the appropriate ventilation, bathrooms, sedimentation basin, and water tank. Based on field visit at the Hazardous Waste Temporary warehouse and employee housing, it was found that all pesticide ex-containers have been stored in the Hazardous Waste Temporary Store Based The spraying team interviewd at MKNE (Block L26 Division III) and MTWE (Block R57, Division 2) claimed that handling of pesticide ex-containers has been done in accordance with established procedures.

The ex-container of agrochemical can not be taken home or other used. The pesticide ex-containers are shipped entirely to licensed Hazardous Waste carrier company. The Company shows the Hazardous Waste Manifest from PT Primanru Jaya, dated 12 February 2019, among others contaminated ex-containers of 0.6248 ton.

4.6.8

Based on a review of documents and interviews with management staff, the company did not perform the application of pesticides from the air.

4.6.10

Company possess procedure for Toxic and Hazardous waste including ex agrochemicals management listed on SOP/SPO/SMART/LH-18. These procedure stated that all ex chemicals containers were kept on temporary hazardous storage at mill/estates. Training for workers and staff regarding hazardous & toxic material handling have been conducted on 9 May attended by 30 participant and 22 September 2018 attended by 69 participant.

Based on observations to the hazardous waste warehouse in MKNE and MTWE, hazardous waste management has been done in accordance with the procedure owned, carried out logging and entering the waste by the officer. Based on interview with sprayer team found that workers recognized how to properly disposed waste materials and workers have been trained by company about waste and hazardous materials handling.

4.6.11

PT DSL has list of pesticide operator based on latest data of March 2019 as many as 50 workers in MKNE and 18 workers in MTWE. Medical examination (cholinesterase) has been conducted on 18 October 2018 to all pesticides workers in MKNE and 12 November 2018 to all pesticides workers in MTWE. The result of medical examination is informed to the workers and all pesticide operators are in a healthy condition (normal result). And also, based on interview with the workers, it is known that they are never get experience of occupational injury which caused by chemical such as irritation.

4.6.12

The company has a policy that prohibits pregnant and breast-feeding personnel working with chemical material. Based on interview with spraying personnel, it is known that there was neither pregnant nor breast-feeding female personnel who work

with pesticide. Audit team also got information that the personnel have understood that female personnel cannot work with chemical material if they are pregnant or breast-feeding.

Status: Comply

4.7

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

4.7.1

The company has a policy of occupational safety and health were written in Bahasa. The policy has been legalized and updated on 1 November 2013 by President Director of PT SMART. This policy is designed to control hazards in every activity that is in the working environment to prevent accidents and occupational diseases. Management have work program of occupational health safety every year. The policy and work program regarding occupational health safety are in accordance with Government Regulation (*Peraturan Pemerintah*) No. 50 of 2012. Realization of the program of work will be monitored through regular meetings Guiding Committee of Occupational Safety & Health every month. This work program applies generally to all workers in the workplace. If the plans have been made yet on target then will be evaluated in the management review to assess effectiveness.

Interviews were conducted to estate workers (harvester and pesticides applicator) and mill workers (boiler operator, engine room operator, kernel operator, etc). Based on the results of interviews can be concluded that workers understand the OHS policy and it's recognized that every morning meeting is always affirmed about the importance of safety and the use of PPE in work.

4.7.2

The company shown the document of hazard identification, risk assessment and risk control which issued on January 2019. It will be reviewed if any occupational accident happen. The document describes the description/activity, potential hazards, risk assessment and risk control. Based on site observation at workshop in MKNM and agrochemical warehouse in MKNE and MTWE, it was clearly confirmed that workers had been aware related potential risk and hazards in the work place. Following up on this, the company has been reduce the potential risk by routine socialization about OHS, providing PPE, and OHS signboard are available in workplace.

4.7.3

Based on documents verification and interviews, it is known that all operators at MKNE, MTWE and MKNM already have lisense such as boiler operators, lift carrier operators, welders and electrical technician. The management unit has had the training plan for workers exposed to high noise levels such as training of procedure, socialization of HIRAC and safety briefing before work.

Based on field visits and interviews with workers, the company has provided PPE to workers. PPE provided adequate and appropriate based on the results of identification of sources of hazard and risk control. PPE for type of glove, ear plug, ear muff, helmet, apron, googles and safety shoes can be replaced immediately if damaged. This is evidenced by shown the recording of PPE distribution documents to the workers and the workers recognition from interviews also confirmed it.

4.7.4

The company already has persons that responsible for the OHS program within the organizational structure of Committee of Occupational Health and Safety (*P2K3*) established in each management unit. The organization routinely conducts monthly meetings on OHS issues in the workplace. The documentation of the meeting were recorded and stored well. Based on interviews to workers who are members of the *P2K3* organization it is known that monthly meetings are always routinely conducted to discuss about OHS such as consistency of PPE usage, work accident report, fire simulation, checking of emergency response equipment, OHS sign board, cleanliness of work area, etc.

4.7.5

The company provides procedures for accidents and emergencies in the SOP handling accidents and occupational diseases (SOP/SMART/HESS-EHSD-10) and SOP Preparedness and Emergency Response (SOP/SMART/GENERAL/SADV/II/005). The procedures cover the main potential causes of emergencies such as fires, chemical spills. The procedures also explained that records of all accidents shall be kept and periodically reviewed. Simulation was performed to know the preparedness of

emergency response equipment in the POM. The simulation was performed on hydrants located in the mill and the result of the experiment was concluded that the hydrant tool is ready for use.

MKNE, MTWE and MKNM has already licensed first aid officers and there was first aid internal training conducted on 11 October – 22 November 2018 which was attended by 78 participants. Based on field visits and interviews, it was found that all the supervisor in each of activities were equipped with first aid kit and had been trained on the use of first aid boxes and the supervisor explained the usefulness of each first aid kit.

4.7.6

The company has provided the employees with insurance to cover occupational accident in accordance with the provision set by the government (BPJS). Such insurance is named national social insurance for manpower/ BPJS, which is routinely paid every month. Meanwhile, for medical insurance, PT DSL has registered its entire personnel in manpower medical insurance/ BPJS. Based on interview with some personnel, it is known that the entire personnel have been registered in manpower medical insurance/ BPJS. Moreover, interview with contractor revealed that contractor's personnel have also been registered in manpower insurance/ BPJS. Based on interview with worker, they have been registered to the manpower social insurance and their family as well. In addition, the company can show evidence of BPJS claims during an accident. Based on interview with local contractor civil, insurance policy has been borne by the contractor. So if they get accidents the Local Contractor shall be responsible for insurance.

4.7.7

The company has calculated the Lost Time Accident every month for monitoring the recording of occupational accidents. It shown the Lost Time Accident calculation per February 2019. This document informs the number of worker, number of working days, the number of non effective working days, overtime, hours of work in total, the number of accidents, the number of working days lost, hours of work a year, the number of accidents a year, lost days a year. Calculation of SR and FR is reviewed regularly and will be evaluated at monthly meeting of OHS Committee.

	Status: Comply	
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4.8

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

4.8.1 & 4.8.2

The CH has had training programme 2019 for staff and workers related all aspects of RSPO principles and criteria. The training programme for all employees based on identification of needs that prepared by SPO Officer. The annual training programme covered all existing estate and mill activities, among others, HSE, social, LSU, SSU, zero burning, complaints system. The training record that shows historical training of each employee are well maintained in place.

At the time of assessment, the auditor conducted an interview with the contractor. Contractor interviewed for estate and POM were civil contractor.

Examples of training involving contractors are the realization of ISCC training, RSPO socialization, ISPO, minimum working age, PPE, waste management, and OHS procedures. Realize training for contractors for example on November 5, 2018.

Based on observation of operational activities in Muara Kandis Mill, Muara Kandis Estate, Muara Tawas he workers are known to have received training, and are able to demonstrate safe working practices in accordance with procedures. Interviews with local contractors are also known that contractors have been trained from CH related safe working practices.

	Status: Comply	
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PRINCIPLE #5 Environmental responsibility and conservation of natural resources and biodiversity

5.1

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

5.1.1 & 5.1.2

Until ASA-4 there is no scope changes related to mill capacity, new plantings or replanting on PT DSL areas. All company operation activities are covered on these document. The company has a document of Environmental Impact Assessment (EIA) covering for Muara Kandis and Muara Tawas estate, and Muara Kandis Mill approved by Agricultural minister on 2013.

In December 2018, the company has a new environmental document, namely DELH based on Decree Head of the Investment and Integrated Services for One-Stop Services in Musi Rawas Regency No: 503/09/III/DPM-PTSP/2018 and the scope of assessment estate, mill, and social aspect covering 14,662.77 Ha for estate and 60 ton FFB/Hours of POM. Evaluation was carried out to cover several activities that had not been reviewed in old documents, such as the area for PNDA estate and Land Application activities. The environmental management directives contained in the DELH document began to be managed and monitored by the company starting in semester 1 2019.

Environmental management and monitoring for semester 1 and 2 of 2018 are still guided by old environmental documents. From the results of document studies it is known that the company has conducted management and monitoring in accordance with environmental document directives. Environmental parameters managed and monitored by the company are, river water quality, groundwater quality, erosion, noise, wildlife presence, work and business opportunities, and restlessness of the surrounding community. The results of monitoring it is known that all parameters are still in accordance with the specified environmental quality standards, and the company conducts it consistently every 6 months, no parameters that exceed the quality standard were found.

The implementation of environmental monitoring and management plan documented and reported every 6 months to related agency, such as the reporting for 2nd Semester of 2018 was on 6th March 2019 to Environmental Agency of Musi Rawas Regency and to Environmental Agency of South Sumatera Province. The monitoring report is made based on matrix identification in environmental document. The report made is in accordance with KepmenLH No. 45 of 2005 concerning guidelines for writing RKL-RPL.

5.1.3

Company are consistently done the environmental management and monitoring as outlined in the Report of the Environmental Management and Monitoring per sixth month regularly. These report described realization of monitoring and management of the environment in accordance with environmental parameters in the RKL/RPL. Public consultation with Environmental agency of Musi Rawas indicate that the company has made environmental management and there is no issue of pollution caused by the company's operational activities.

Review for environmental monitoring/ management plans have been developed on Februari 2018 and as the feedback of review, company has included landfires monitoring, land applications, and toxic/hazardous waste monitoring parameters since 1st semester 2016 monitoring report. In the ASA-3 activity, it is known that CH has not conducted noise monitoring in accordance with environmental document directives. ASA-4 CH shows evidence of noise monitoring in the room every month, according to the environmental monitoring matrix. based on this, minor nonconformities have been fulfilled.

Status: Comply

5.2

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

5.2.1

The Company has been conducted HCV assessment for the entire area of operations which done by the RSPO Approve Assessor on 2010. The process of HCV identification conducted by using HCV identification guides in Indonesia on June 2008. These identifications indicates there is HCV 1.1, 1.2, 4.1 presence on MTWE/MKNE covered for 385,56 ha areas. All of indicates HCV areas was mapped by 1:70000 scale and this HCV identifications covered all estates/mill operational areas including surrounding landscape and RTE species.

5.2.2 & 5.2.3

HCV identification results also explain there is an vulnerable (VU) species according IUCN-Redlist namley *Macaca nemestrina*. To provide protection against such species, management unit has made the hunting ban signboard, patrolling,

rehabilitation of riparian as habitat and report to relevant agencies (Nature Conservation Agency). The company has conducted HCV management and monitoring that aims to maintain and improve HCV conditions by installing sign boards prohibiting spray activities in river border areas, carrying out manual maintenance, installing sign boards prohibiting hunting and damaging trees and monitoring flora fauna regularly. As for improving the quality of HCV, the company planted Vertiver grass and woody plants in the river border area and other HCV areas.

Field visit on HCV areas Block J25 (MKNE) and block K53 (MTWE) shown that company provides HCV areas information signboards and protected species, signboard for hunting ban and marking riparian area that will be rehabilitated for species corridor. Company also conducted a periodically monitoring every month for HCV areas, species monitoring, and wild hunting by HCV officer.

Field visit on Petanang and Temani river riparian shown the condition of catchment areas has been covered by natural vegetation. Interview with spraying team found that them recognized HCV area as a protected area and the they also recognized no chemical applications on conservation areas. Workers also have deep understanding related to protected species, a ban on hunting of protected species. Related to RTE species, company had RTE species protections policy established on 2015. Evidence for workforce educations related to RTE species are available and verified by auditors team. Housing visit on division 1 and 2 MKNE found there is no RTE / wild species reared by workers.

HCV management has been carried out by the company. The evaluation results in 2018 stated that HCV management continued to be maintained in accordance with management plans and observations made. As for the recommendations for management of 2019 is to replace posters of protected species in accordance with PermenLHK No.106 / 2018

5.2.4

Company have established HCV management plan, and implemented it well. Regularly patrols record shown company has been monitored illegal fishing, hunting, and other illegal activities. All of records for daily patrols on each estate are available and verified by auditors. For example patrols summary results 2nd semester 2018 for PT DSL found *Cekakak belukar (Halcyon smyrnensis)* *babi hutan (Sus scrofa)*, *bajing kelapa (Callosciurus sp)*, meanwhile wild species trap is not presence. The result of monitoring also reported to government institution every six month.

5.2.5

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

Status: Comply

5.3

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

5.3.1

Registry for waste (included toxic and hazardous waste) products produced fom mill and estates are identified and listed on 2018 identification and evaluation of pollution source document for example mill waste water are managed at waste water treatment plant before it distributed as land applications, hazardous waste were kept at temporary hazardous waste storage.

5.3.2 & 5.3.3

All chemicals and their containers including hazardous waste are disposed responsibly based on procedure SOP/SPO/SMART/LH-18. Inventory for all chemicals usage and it containers are available on chemicals storehouse / temporary hazardous storage. All ex chemicals containers kept on temporary hazardous storage at MKNM, MKNE, and MTWE, and the company has a permit for hazardous and toxic waste storage issued by decree of Musi Rawas regent No 519.1/KPTS/BLHD/2014 for MKNE/MKNM, and decree No 696/KPTS/BLHD/2014 for MTWE, all these permits valid until 2019.

Document review shown that company has sent all toxic and hazardous waste to PT Primanru Jaya (licensed collector by decree of national environmental minister) on February 24th 2016 (manifest are available and checked by auditors). Observation during audits at temporary hazardous&toxic waste storage shown that all of hazardous waste are compliant with the periods in permit (< 180 days). Submission of the last hazardous waste carried out on 12 February 2019 with details:

- BC 0046665 for Majun Bekas as much as 0.0718 tons
- BC 0046662 for Used Oil as much as 2.6495 tons
- BC 0046663 for used batteries as much as 0.714 tons
- BC 0046670 for used ink packaging as much as 0.0015 tons
- BC 0046668 for contaminated waste as much as 0.0871 tons
- BC 0046667 for contaminated packaging 0,6248 tons
- BC 0046666 for TL lamps 0.0116 tons
- BC 0046664 for used filters 0.6945 tons
- BC 0046669 for Medical Waste 0.00155 tons

All settlements waste are not disposed off using open fire. Field observation in MTWE for example found that companies managed settlements/housing domestic waste by provide landfill on each division and sort the organic/an-organic waste. Observations also found these landfill are located far away (> 1 km) from housing and situated on flood free areas.

Status: Comply

5.4

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

5.4.1

Company already have commitment to reducing fossil fuel by renewable energy usage. Shell and fiber usage have been monitored per month and realization of fossil fuel usage.

During September 2018 - January 2019, fiber and shell usage for boiler resulting average energy efficiency for diesel fuel are 1,50 litre/tonne CPO, for electricity are 16,32 kWh/tonne FFB, for shell usage are 0.27 tonne shell/tonne CPO, and 0.57 tonne fiber/tonne CPO for fiber usage.

Status: Comply

5.5

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

5.5.1 & 5.5.2

Based on field observation in MKNE and MTWE, there is no burning activities in estate. The CH has policy about prohibition of burning activities in estate. Besides, there is no new land clearing activities based on document and field observation. Also, the procedure of land preparation mentioned that zero burning method are used for preparing land. Based on field observation in estate, sighted the signboard for zero burning activities.

Status: Comply

5.6

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

5.6.1

CH shows identification documents of activities that produce emissions for the period 2019 for Mill and Estate. Sighted the result of identification of emissions and pollution as well as its sources, such as in estate emissions sources are from fossil fuel usage for transporttion and generator, emission from fertilizer usage, pesticide usage and electricity usage. Identified the sources of emission and pollution from mill such as fossil fuel usage, electricity usage and WWTP.

5.6.2

CH has mitigation plan of GHG for estate and mill the document can show in mitigation plans for Mill and Estate in 2019. The document describes the sources of emissions, management and monitoring plans and implementation schedules. for example, the emissions generated from the used of fossil fuels are monitored, recorded routinely, as an effort to reduce GHG from fossil fuels the company maximizes the use of shells and fiber. the implementation of mitigation GHG record, such as, use of renewable energy (fibre and shell) as a substitute for fossil energy.

Besides, CH also conducted monitoring of noise level, emission, such as

- Perform testing of noise levels at MKNM on a regular basis once every 6 months by an accredited Lab, for example noise levels in Boiler station 89 dBA, power house: 91 dBA, clarification area: 87 dBA, sterilizer station: 82 dBA, and Kernel station: 92 dBA.
- Handling of noise is done by conducting audiometry test in periodically. Observations and interviews with employees on process activities are known that employees already aware to the risks of noise and they were use ear-plug and ear-muff during work.
- Based on observation in MKNM, there are signs about high noise hazard and the use of PPE in high noise areas

5.6.3

Monitoring for emission and pollutants (air emission, ambient, odor, noise, vibration) from estate and mill was done periodically every 6 month, covered on RKL/RPL implementation report and reported to environmental agency periodically. Company also conducted GHG calculation for July 2017-June 2018 period based on RSPO GHG palm V 3.1. The calculation of GHG emissions resulting as below:

Data PalmGHG Summary Report

Mill: Muara Kandis Mill

Company: PT. Djuandasawit Lestari

Year of Assessment: 2015

District: Kec. Muara Kelingi, Kab. Musi Rawas, Sumatera Selatan

Country: Indonesia

Emmision per product	tCO2e/tProduct
CPO	0.9
PK	0.9

Production	t/yr
FFB processed	224469.04
CPO produced	50471.23
PK produced	13209.57

Extraction	%
OER	22.48
KER	5.88

Lan use	Ha
Planted area	9947.78
Planted on peat	0
Conservation Area	434.48

Summary of field emission and Sinks

Description	Own crop			3 rd party		
	tCO2e	tCO2e/ha	tCO2e/tFFB	tCO2e	tCO2e/ha	tCO2e/tFFB
Emissions Sources						
Land conversion	67262.5	9.88	0.47	493.83	9.88	0.01
CO2 emmisions from fertilizer	4304.31	0.63	0.03	2345.46	46.91	0.03
N2O emissions	4322.06	0.63	0.03	2196.31	43.93	0.02

Fuel consumption	1583.65	0.23	0.01	717.95	14.36	0.01
Peat oxidation	0	0	0	0	0	0
Sinks						
Crop sequestration	-	-9.36	-0.44	-468.09	-9.36	-0.01
Sequestration in Conservation area	63755.93	0	0	0	0	0
Total	13716.59	2.01	0.1	12569.71	105.71	0.06

Summary Oil Mill Emissions and Credits

Remarks	tCO2e	tCO2e/t FFB
Emissions sources		
POME	30985.93	0.14
Fuel consumption	357.76	0
Grid electricity	0	0
Credits		
Export of grid electricity	0	0
Sales of PKS	0	0
Sales of EFB	0	0
Total	31343.69	0.14

Palm Oil Mill Effluent (POME) Treatment

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

POME Divert to Anaerobic Digestion

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

CH has conducted GHG emission calculations period 2018 Using Calculator Palm GHG version 3.0.1. Accurate data has been put into the RSPO PalmGHG Calculator (Palm GHG version 3.0.1) and has been verified. Summary of net GHG emissions from PalmGHG calculator of the audit report which calculation option is applied Apply November 2005 Cut of for LUC.

Status: Comply

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

6.1

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

6.1.1, 6.1.2, 6.1.3 and 6.1.5

The certificate holder has conducted a survey and Social Impact Assesment (SIA) in 2013-2014 and recorded in Report SIA - "Laporan Studi Identifikasi Dampak Social Perkebunan Kelapa Sawit", by Sustainability Department. During the Social

Impact Assessment (2013-2014), it appears that the assessment also includes stakeholders, community leaders figure, and related government agencies etc. through a public consultation which visible on participant attendance at SIA report. Communities that participate during identification of social impacts assessment covers 9 villages, among others Lubuk Pandan, Muara Megang, Karya Sakti, Beliti Jaya, Tugu Sampurna, Karya Mukti, Petransjaya, Pelita Jaya, and Sidomulyo. in the SIA study also involved plasma farmers in each villages.

The SIA study covers all potential impact factors, such as access and use of rights, economic livelihoods, livelihood activities, cultural and religious values, health and education facilities etc. The SIA study also includes other community values such as improved transportation, the influence of the arrival of migrant workers from outside the region, customs, contributions in improving human resources, workers, vulnerable groups which include underage children, women and the elderly.

Social impact monitoring and monitoring plans in the SIA document include:

- Operational vehicles cause dust and harm to children.
- EFB application close to the settlement resulting in smells & flies.
- Social unrest related to social assistance.
- Maintenance of village roads is considered less than optimal.

6.1.4

Management and monitoring plans are reviewed every 2 years, such as the example of the first review for the 2014-2016 period conducted in April 2017, then for management in the 2016-2018 period carried out in January 2019. The negative impacts identified since the 2014 social impact study were again identified in the review for the 2014-2016 period and the 2016-2018 review period. The management plan carried out annually based on the results of the review has not changed. From the results of interviews with the surrounding community (Petran Jaya and Muara Megang Villages) it is also known that information on these negative impacts still exists, such as examples of EFB applications close to settlements causing odor and flies, community unrest related to social assistance and maintenance of village roads are considered lacking maximum. So based on this, the company has not been able to show evidence of the review of the management plan for negative impacts that have been arranged on target and effectively. **NC 2019.1**

6.1.4	Status: Non-conformance with minor category
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6.2
There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.

6.2.1. 6.2.2

The Company has procedures of communication and consultation with external parties was established namely “SOP Komunikasi dan Konsultasi No. SOP/SMART/UMUM/SADVI/004, dated 1 July 2014”. Communication and consultation has considered differential access to information for male/ female, workers, villagers representative both old and new villagers including ethnics. Based on document verifications its known if that procedure has for example socialization dated August, 27 2018 to Stakeholders of PT DSL.

During interview with representative of Petrans and Muara Megang Village during public consultations. Stakeholders it is known that the company has performed the socialization about the mechanism of communication and consultations. Stakeholders have understood how to communicate and consult to the companies. Also, those parties are well known the person in charge to contact for communication. The Company has appointed the officers who are responsible for consulting and communicating with the public that is the manager of each unit. The management unit also has the document of the form of the list of law and requirements update. It contained the list of 31 stakeholders (information of agency, name of PIC, address, telephone number,).

6.2.3

The communication and consultation with the stakeholder is recorded on the book of communication and information. There was a book of communication and information for each unit. Most of the incoming letters were the assistance request letter and all of the have been responded.

Status: Comply

6.3

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

6.3.1

The company has the SOP Handling Complaints and Grievances no. SOP/SMART/SIGS-CSR/SADV/II/003 that explain the process of delivering and handling complaints and grievances internally and externally. In the SOP also mentioned that the company guarantees the anonymity of the reporting and the revealer of the case (whistleblower). Head of Administration is responsible for hearing and record all complaints and grievances that exist both orally and in writing from the external. Responses to the complaint and dissatisfaction is given as soon as possible and no later than one month after the issue received. SOP Handling Complaints and Dissatisfaction only up to the enterprise level. On that procedure mentioned if there is no solution in the complaint mechanism, can be brought to the RSPO Complaint System.

6.3.2

The whole recording and handling of related complaints recorded in the Monitoring Form Handling Complaints and dissatisfaction document number: SOP/SMART/GIMS-SCMD/USDV/001/008. Based on document review of the Complaints Recording Form and Dissatisfaction (internal) Form MKNE (Muara Kandis Estate) period of 2018. It was explained that for one year (2018) there were 45 records of complaints from workers submitted verbally and all had been responded by the company with a form of improvement well documented. Complaints from workers are all related to housing facilities infrastrucur.

Based on the results of interviews with unions, until the audit took place, there were no complaints from employees. Based on results of interviews with village representatives (Petrens Jaya, Muara Megang Village and Sadar Sejahtera Cooperative Management Representatives), there were no complaints or conflicts with the surrounding community.

Status: Comply

6.4

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

6.4.1, 6.4.2, 6.4.3

The Company has compiled a procedure of Land Compensation, document No. SOP/NP/SMART/VII/D & L.002, issued on 1 July 2010. The procedure is covered the process of identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation. The scope of procedure is all activities related to the compensation process for land over the land right cultivated by the Company, the purpose is to ensure the area of plantation free from others right. The Company has no new land acquisition and the entire compensation process was completed in 2001. The results of compensation documents verification and interview with communities and previous land owners is known that compensation process are done directed to the land owner and landowners are given the freedom to release their land without coercion.

Status: Comply

6.5

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

6.5.1

The company determines minimum wages based on government regulations every year. Minimum wage in 2019 as stipulated in the Decree of the Governor of South Sumatra on November 22, 2018 concerning minimum wages in South Sumatra Province in 2019. The minimum wage set by the government is Rp2,944,681 while the wage value determined by the CEO's decision is IDR 2,945,181 / month (for the lowest monthly level workers) valid from 1 January 2019 for all workers remaining below the one-year work period. Based on document verification and interviews with known plantations and factory workers, the company has paid all wages in accordance with the regulations. For example, according to a simulation of calculating overtime payments for security officers in MKNM (67.5 hours) in January 2019 it has complied with these regulations. Therefore, according to the interview with the harvesters, it is seen that working hours are from 7:00 a.m. to 02:00 p.m. When harvesting is low, they have a minimum base according to the target area. No one violates the rules of wages and coercion

to work.

Based on payment list, interviews with the workers, and Labor Unions, known that the CH had paid the minimum wage, overtime, and provide minimum condition for worker in accordance with the CLA and applicable regulations. There is no significant obstacles related to employment or violations of wage.

6.5.2

Work agreement (contract) between worker and company describes about type of work and salary, duty and responsibility, work hour, health and medical, work termination, and others. Contract is written in Indonesian Language and workers are understood the substance of the contract. Company also has collective labour agreement (CLA) between company and labour union for period year 2018 – 2020 which is endorsed by Labour Agency in Musi Rawas District. The collective labour agreement is regulated several labor laws such as labor rights, recruitment, probation, promotion, working day, overtime, annual and incidental leave, reproduction right, payments, health and pension program, OHS, complaint mechanism etc. Based on document verification and public consultation with labor union or employee in mill/estate known that whole employee has had working agreement before start to work. Those agreement officially verified and registered to the labor agency in Musi Rawas District.

6.5.3

The company can show a list of facilities and infrastructure for workers consisting of housing, lighting, water, daycare, cooperatives, employee halls, places of worship, school buses, clinics and educational facilities. The results of interviews with workers in the Pondok 2 MTWE housing complex explained that the need for drinking water in housing is using refill drinking water. However, information was found that the ease of obtaining refill drinking water in housing was very limited, so that residents of the housing consumed water from wells for drinking water where feasibility of the well water had not been tested.

Based on this, the company shows evidence that access to refill drinking water is easily obtained by employees in housing. It was also shown documentation of socialization to employees at MTWE housing that the consumption of private well water belonging to employees was for the needs of clean water but not for drinking water except after there was feasibility testing of clean water from a company-appointed laboratory.

There was information from the results of field visits to MTWE divisions 3 and 4. It was explained that during the auditor's visit there was a water pump engine failure that was used to collect water from the reservoir that was used for clean water every day. Based on the management unit's explanation, at this time improvements have been made on March 14, 2019 and the repair period is March 16, 2019 so that the company ensures that the fulfillment of the need for clean water will be maintained. In this case, the company must ensure that the clean water supply for employees must be available throughout the year. **OFI**.

6.5.4

The company has shown a real effort in helping workers to obtain adequate and affordable food sources. This has been explained and shown by the access road from the estate and to the market is quite feasible. Based on the interviews with employees it is known that the distance from housing to the nearest traditional market is still affordable such as:

- MKNE : from employees housing it is approximately 4-10 km to market access in the nearest village (Beliti Jaya village and SP-1 Trans Subur village).
- MTWE : from employees housing it is approximately 1.2 - 5 km to market access in the nearest village (Karya Mukti Village).

6.5.3	Status: OFI		
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6.6
The employer respects the right of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.

6.6.1 & 6.6.2

The Company recognizes the rights of employees to freedom of association in the Indonesian language through

Memorandum/ Circular Letter No.094 / CEO2-SE / 12/2010 dated December 14, 2010 stating that the company respects the provisions and rules applicable in Law 21 of 2000 including freedom of association for workers / employees who are the basic rights of workers. Based on interview with Labor Union, management provides freedom to all workers to establish labor unions. The result of an agreement between the labor unions and the company in the form of Collective Labor Agreement which is available in bahasa and has been implemented by the company.

Muara Kandis Mill, Muara Kandis Estate and Muara Tawas Estate has it's own Labor Union. They already have decree related organization structure and letter of registration to Labour Agency in 2011 and 2017. During stakeholder consultation with Labour Agency of Musi Rawas, both organization has been registered and approved officially. Based on verification and interview, the employee of PT. Djuanda Sawit Lestari has divided into three (3) labor union named *FSB Nikeuba*, *SPPPP-SPSI* and *SBDB-MR*. Whole employee are voluntary and free to join the labor union.

They also had bipartite council that approved by head labor and transmigration agency of Musi Rawas District since February 27th 2017. Based on document verification, bipartite council has attended the meeting regularly. The last meeting has been held on March 2019 with adjustment of permanent worker status as a concern issues to discuss.

Status: Comply

6.7 Children are not employed or exploited.

6.7.1

Certificate Holder have the policy regarding minimum age for worker regulated on GAR's Social and Environmental Policy. It is stated that company won't employ children who are included in the definition of the provisions of ILO conventions, even though there are laws or regulations that would enable state and local and against all forms of child exploitation. Based on field observation in Muara Kandis Mill and estate, there are no worker under 18 years old. Based on public consultation with Labour Agency of Musi Rawas District, there is no issue regarding child labor in company.

Status: Comply

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

6.8.1

Policy regarding equal opportunity and treatment for work contained in the document of Environmental and Social Policy issued on September 8, 2015. The policy assured equal opportunities for all workers, and embrace diversity, regardless of ethnicity, religion, disability, gender, political affiliation, sexual orientation, or union membership workers, and ensure that all workers are protected from discrimination in all stages of the employment relationship. The process of selection, recruitment and promotion of workers can be shown that the process has been based on the expertise, capacity, quality and medical health of prospective labor / labor. The results of interviews with workers known that they understand the company policy regarding equal opportunity to get a job without distinction of race, religion and gender.

6.8.2 & 6.8.3

Based on review of employee list of Mill and Estate, field observation, and interview with the workers, Gender Committee, Labor Unions, it is known that there is no indication of discrimination based on ethnicity, religion, gender, sexual orientation, race and class, or origin. Interview with the Village Head known that the job advertisements are open to the public. The employee selection and promotion are conducted in accordance with the assessment and without any discrimination.

Status: Comply

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

6.9.1, 6.9.2, 6.9.3

Company has the Policy to prevent sexual harassment and abuse on Internal CEO 2 No. 003/CEO2-SE/01/2011 dated January, 10 2011. This policy has been socialized to the worker, as example on February 25, 2019. Company has establish gender committee in each unit and its program is conducted socialization to the worker especially female worker, such as

policy about reproductive rights, spraying technic, harassment or abuse in the work place complaints mechanism. Complaint mechanism explains that the company could keep the confidentiality of whistleblowers identity based on the sensitivity of issues, if the case goes public and the risk of revenge and so on.

In the Collective Labor Agreement, there are regulations concerning female menstruation leave as much as 2 days/month (first and second day) with a doctor's examination, as well as maternity leave 1.5 months before giving birth and 1.5 months after birth with the calculation of a doctor's examination. The CH's procedure of Handling of Complaints and Grievances assured the anonymity of the reporting and the revealer of the case.

Based on interview with female worker in MKNE, MKNM and MTWE they understand about the policy and know how to make a complaint if they found out about harassment issue. They also has their reproductive leave such as menstrual leave or 2 days and maternity leave for 3 months. Based on interview with gender committee, there is no cases of sexual abuse reported in last year.

Status: Comply

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

6.10.1 & 6.10.2

Muara Kandis Mill receives FFB from their own estates and nucleus estate (KKPA) with fully managed by the company and third parties. The prices were set for FFB of KKPA estates is the price from government. Based on interview with cooperative management of Sadar Sejahtera is known that FFB price has informed by the company or local government. Annually FFB payments recorded and reported by the company and paid via bank transfer. There was no payment problem so far.

6.10.3 & 6.10.4.

The company have agreement with local contractor. All contract was written in Bahasa and clear about rights and obligation both of parties. According to transfer document verification and interview with head of cooperation, there are no delayed of payments.

Status: Comply

6.11 Growers and millers contribute to local sustainable development wherever appropriate.

6.11.1

Records of the contribution of certificate holders to proven regional development, including: agreement contracts and social assistance lists. The CSR program is provided by the organization and is used for CSR programs. CSR activities are identified by Plantation (Recapitulation of CSR Activity Reports), including local economic development through empowerment of local contractors, road maintenance, religious facilities maintenance, aspects of education, social aspects, infrastructure, economic aspects, and environmental aspects. The implemented documents are recorded in photos and minutes of sending assistance.

Based on interviews with the village around the company, it is known that the preparation of the CSR programmes has been carried out based on a consultation process with the village. The CSR realization has been in accordance with the needs and aspirations of the community.

6.11.2

Based on public consultation result with surrounding villages, auditor observed that there are no significant objection arise by community against certificate holder's performance. Positive perception mostly found on contribution to local economic development through scheme smallholder partnership, infrastructure development, CSR, local contractors, and stimulant of economic activities.

Status: Comply

6.12 No forms of forced or trafficked labour are used.

6.12.1, 6.12.1, 6.12.3

Based in document review and interview with workers, it is known that there is no migrant labor. There is no force labor and illegal workers, all workers have work agreement between company and personnel. The contract describes about type of work, salary mechanism, and others. Work agreement is available in Indonesian language. They can access their personal file in administration each unit. Based on field observation in Muara Kandis Estate, Muara Tawas Estate and Muara Kandis Mill, auditor didn't sighted harvester accompanied by the wife or children.

Status: Comply

**6.13
Growers and millers respect human rights**

6.13.1

The company has Policy of Environment and Social GAR were including the human rights for all workers. The company has socializing this policy to all workers and contractor on each unit. Based on interviews with workers in Muara Kandis Estate, Muara Kandis Mill and Muara Tawas Estate, Labor Union, Gender Committee, and Local Contractor are known that human rights policy has been disseminated. Document review of Complaints Book and Interview with Labor Agency also obtained information that there were no cases of human rights violations during the period of ASA-4.

Status: Comply

PRINCIPLE #7 Responsible development of new plantings

7.1

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

7.1.1, 7.1.2, 7.1.3

Certificate Holder has no expansion and development of plantation area after November 2005. Social and Environment document, management and monitoring plan kindly refer to Criteria 5.1 & 6.1

Status: Comply

7.2

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

7.2.1 and 7.2.2

Based on the PT DSL area statement, it is known that the youngest planting year was in 2005. There was no new planting since previous assessment (ASA-3).

Status: Comply

7.3

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

7.3.1, 7.3.2, 7.3.3, 7.3.4 & 7.3.5

According to Planting Year database, range of planting years for this scope is 1995-2005. There is no new planting nor land clearance was made after November 2005 and HCV Assessment conducted in 2013. The CH has submit the Liability Data and Zero Liability Disclosure to the RSPO on September 4, 2014. Based on information within the data provide, PT. Djuandasawit Lestari has zero liability.

Status: Comply

7.4

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

7.4.1 and 7.4.2

Based on the PT DSL area statement, it is known that the youngest planting year was in 2005. There was no new planting since previous assessment (ASA-3).

	Status: Comply	
7.5		
No new plantings are established on local peoples' land without their free, prior and informed consent, dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.		
7.5.1		
Based on documents review, interview and field visits, it is known that the Company did not expand the operational area and there is no more land clearing activity after 2005.		
	Status: Comply	
7.6		
Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.		
7.6.1, 7.6.2, 7.6.3, 7.6.4, 7.6.5, 7.6.6		
Based on documents review, interview and field visits, it is known that the Company did not expand the operational area and there is no more land clearing activity after 2005.		
	Status: Comply	
7.7		
Use of fire in the preparation of new plantings is avoided other than in specific situations, as identified in the ASEAN guidelines or other regional best practice.		
7.7.1 & 7.7.2		
Certificate Holder has no expansion and development of plantation area after November 2005. Relevant information kindly refer to related Criteria 5.5		
	Status: Comply	
7.8		
New plantation developments are designed to minimise net greenhouse gas emissions.		
7.8.1 & 7.8.2		
Certificate Holder has no expansion and development of plantation area after November 2005. Relevant information kindly refer to related Criteria 5.6		
	Status: Comply	
PRINCIPLE #8 Commitment to continuous improvement in key areas of activity		
8.1		
Growers and millers regularly monitor and review their activities and develop and implement action plans that allow demonstrable continuous improvement in key operations.		
8.1.1		
Aspects of Best Management Practices		
The company has implemented a commitment to continuous improvement, including:		
<ul style="list-style-type: none"> • Control of rat pests using owl predators (<i>Tyto alba</i>). • Biological leaf caterpillar pests control by planting and maintaining (conservation) beneficial plants, such as <i>Antigonon leptosus</i>, <i>Cassia cobanensis</i>, and <i>Turnera subulata</i>. • Since 2016, PT DSL was no longer using Paraquat. • Use of trolley beds for FFB sorting processes. • Use of mini tractor grabber (MTG) as an application of technology in the transport of FFB 		
Social and Worker Welfare aspect		

- Change of payment method of employee salary through bank account and provision of ATM machine.
- all daily employees working in the company have been promoted to permanent employees
- Stakeholder meeting to discuss social impact and CSR Program

Environmental aspects

- Evaluate Environmental Documents as a whole by making DELH documents
- Testing motor vehicle emissions (wheel 4 and above)

The company has carried out the RSPO internal audit on 22-26 October 2018 by the RSPO internal audit team of PT SMART including for plasma plantations. When internal audit activities are carried out, 8 nonconformities are identified and all nonconformities have been met. Management's progress was made on November 13, 2018 which was attended by 21 people consisting of PC, RC, Manager, Askep, SPO Officer, safety officer, HCV officer, and PIC Environment.

All aspect regularly reviewing and evaluation to ensure effectiveness for improvements such in best management practices aspect which in pest monitoring and evaluation known that biological control can managed the pest population. In social aspect known that CSR program and participatory SIA can effectively manage the social impacts etc.

	Status: Status: Comply	
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3.2 Summary of Assessment Report of Supply Chain Requirements

3.2.1 General chain of custody requirements for the supply chain

Clause	Requirement
5.1	Applicability of the general chain of custody requirements for the supply chain
5.1.1	<p>The General Chain of Custody requirements of the RSPO Supply Chain Standard shall apply to any organization throughout the supply chain that takes legal ownership and physically handles RSPO Certified Sustainable oil palm products at a location under the control of the organization including outsourced contractors. After the end product manufacturer, there is no further requirement for certification.</p> <p>Question: Does the organization take legal ownership and physically handles RSPO Certified Sustainable oil palm products at their premises or through the outsourcers?</p> <p>The organization take legal ownership and physically handles RSPO certified sustainable oil palm products. The entire area, mill and storages are owned by the organisation and all processing from FFB to CPO/PK are done by Muara Kandis Mill. The mill has no outsourced contractors, all PK and CPO transporter are under contract with buyer.</p>
	Status: Comply
5.1.2	<p>Traders and distributors require a license obtained from RSPO Secretariat to sell RSPO certified product but do not themselves require certification. When selling RSPO certified products, a licensed trader and/or distributor shall pass on the certification number of the product manufacturer and the applicable supply chain model.</p> <p>Question: Is the organization buying from RSPO licensed traders who pass the certification number of the product manufacturer and the applicable supply chain model?</p> <p>The site does not buy the products from any RSPO licensed traders. CSPO and CSPK are produced from certified FFBs processed that supplied from its own estates.</p>
	Status: Comply
5.1.3	<p>Either the operator at site level or its parent company seeking certification shall be a member of the RSPO and shall register on the RSPO IT platform.</p> <p>Question: Is the site level or its parent company a member of RSPO and registered on RSPO IT platform?</p> <p>The parent company are member of RSPO (Golden Agri Resources Ltd):</p> <ul style="list-style-type: none"> - Number of RSPO membership: 1-0096-11-000-00 - RSPO IT Platform of Muara Kandis Mill: RSPO_PO1000001631
	Status: Comply
5.1.4	<p>Processing aids do not need to be included within an organization's scope of certification.</p> <p>Question: Is the site level or its parent had a processing aids?</p> <p>Parent company or site has no processing aids</p>
	Status: Comply
5.2	Supply chain model
5.2.1	<p>The site can only use the same supply chain model as its supplier or go to a less strict system. Declassification/downgrading can only be done in the following order: Identity Preserved -> Segregated -> Mass Balance.</p> <p>Question: Has the organization applied the Supply Chain Model correctly?</p>

	<p>The organization has applied mass balance supply chain model correctly and there is no declassification. Bellows are FFB supplier for Muara Kandis Mill:</p> <ul style="list-style-type: none"> - Muara Kandis Estate (HGU/Certified) & (Non HGU/Non Certified) - Muara Tawas Estate (HGU/Certified) & (Non HGU/Non Certified) - Pendawa Plasma (Non Certified).
	Status: Comply
5.2.2	
The site can use one (1) or a combination of supply chain models as audited and certified by the CB.	
Question: Has the organization applied a combination of Supply Chain Model correctly?	
The organization has applied mass balance supply chain model only	
	Status: Comply
5.3	Documented procedures
5.3.1	
The site shall have written procedures and/or work instructions or equivalent to ensure the implementation of all elements of the applicable supply chain model specified.	
<p>Questions : Documented procedures established and covering all provisions following:</p> <ul style="list-style-type: none"> o Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements. o Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records). o Identification of the role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the organization's procedures for the implementation of this standard. 	
<p>Muara Kandis Mill has the documents of supply chain procedures for Mass Balance models with document No. PT DSL-MKNM/SOP/24 dated 17 January 2019. The procedures established and covering all elements of the supply chain model requirements, records and reports of compliance with supply chain requirements including responsibilities of each key personnel involved, definition, the FFB reception process, weighing, checking quality, processing, monitoring refined products, mass balance calculations, delivery of the product. The procedure is according to RSPO SCCS 21 November 2014, revised 14 June 2017. Based on field observation at Weighbridge station and interview with sampled person in the Mill, the operator has knowledge and able to demonstrate how to separated an FFB's delivery notes whether Certified and noncertified sources.</p>	
	Status: Comply
5.3.2	
The site shall have a written procedure to conduct annual internal audit	
<p>Question :</p> <p>Documented annual internal audit procedures established and covering all provisions :</p> <p>i) Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.</p> <p>ii) Effectively implements and maintains the standard requirements within its organization.</p>	
<p>The Procedure to conduct annual internal audit are describe in SOP for internal audit No. SOP/SMART/UMUM/SADV/II/009 issued on 1 July 2014 covering all audit for sustainable palm oil including SCCS. In the SOP mentioned that internal audit are done annually. Internal audit of SCCS conforms to the requirements in the RSPO SCCS and the RSPO market communications and claims documents and effectively implements and mantains the standard requirements. The last internal audit are conduct at 22 – 26 October 2018.</p>	
	Status: Comply

5.4	Purchasing and goods in
<p>5.4.1 The receiving site shall ensure that purchases of RSPO certified oil palm products are in compliance and the following minimum information for RSPO certified products is made available by the supplier</p>	
<p>Question :</p> <p>All RSPO product information is provided by suppliers in accordance with :</p> <ul style="list-style-type: none"> • The name and address of the buyer; • The name and address of the seller; • The loading or shipment / delivery date; ○ The date on which the documents were issued; ○ A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations); ○ The quantity of the products delivered; ○ Any related transport documentation; ○ Supply Chain certificate number of the seller; ○ A unique identification number ○ Information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation). ○ The site receiving RSPO certified oil palm products shall ensure that the products are verified as being RSPO certified. For sites that are required to announce and confirm trades in the RSPO IT platform, this shall include making Shipping Announcements/Announcements and Confirmations on the RSPO IT platform per shipment or group of shipments. Refer to section 5.7.1 of this document for further guidance. ○ A check of the validity of the Supply Chain Certification of suppliers is required for all sites that are SC certified. This shall be checked via the list of RSPO Supply Chain Certified sites on the RSPO website (www.rspo.org) at least annually or through the RSPO IT Platform by confirmation of (shipping) announcements. ○ The validity of license for traders and distributors shall also be checked via the RSPO website at least annually or through the RSPO IT platform by confirmation of shipping announcements/announcements. 	
<p>Muara Kandis Mill has purchased CSPO or CSPK only from own estates (Muara Kandis Estate and Muara Tawas Estate). The mill received also received FFB as uncertified product from uncertified areas/non HGU of Muara Kandis Estate and Muara Tawas Estate and FFB from Pendawa Plasma. Based on documents verification of FFB receives are known that all data such as name, address, date of transaction, date of issued claim, transport documentation were match without any non compliance.</p>	
	Status: Comply
<p>5.4.2 The site shall have a mechanism in place for handling non-conforming oil palm products and/or documents</p>	
<p>Question :</p> <p>Has the organization established mechanism in place for handling non-conforming oil palm products and/or documents?</p>	
<p>The Mill has not purchased CSPO or CSPK. However The SOP of handling non-conforming oil palm products of FFB received (certified or non-certified) describe in supply chain procedures for Mass Balance models with document No. SOP/SMART/CERS-EHSD/SADV//003 dated 1 July 2014, revised 2018. Non-conforming of oil palm product has describe as a false in FFB received notes (certified or non certified) and regarding of FFB received records. To handling on this non-conforming are to corrected the record base on FFB source (certified or non certified areas) and monitored by mass balance record documents.</p>	
	Status: Comply
5.5	Outsourcing activities
<p>5.5.1 In cases where an operation seeking or holding certification outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the operation seeking or holding certification shall ensure</p>	

that the independent third party complies with the requirements of the RSPO Supply Chain Certification Standard. A CPO mill and independent mill cannot outsource processing activities like refining or crushing.

Question : Are the outsourcers RSPO certified?

The mill has no outsourced contractors, all processing from FFB to CPO/PK are done by Muara Kandis Mill and all PK/CPO transporter are under contract with buyer.

Status: Comply

5.5.2

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

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

Question : Has the site established outsourcing procedures, agreement and keeps legal ownership of the products during the outsourcing

The company has legal ownership of CPO and PK products which in the transport of CPO and PK are under the agreement with buyer.

Status: Comply

5.5.3

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

Question : Has the site maintained names and contact details of all outsourcers?

The mill has no outsourced contractors for the processing or physical handling of RSPO certified oil palm products. All processing from FFB to CPO/PK are done by Muara Kandis Mill and all PK/CPO transporter are under contract with buyer.

Status: Comply

5.5.4

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

Question : Has MUTU informed about any new outsourcers?

The mill has no outsourced contractors for the processing or physical handling of RSPO certified oil palm products. All processing from FFB to CPO/PK are done by Muara Kandis Mill and all PK/CPO transporter are under contract with buyer.

Status: Comply

5.6

Sales and goods out

5.6.1

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

Question :

All RSPO product information is provided by the organisation in accordance with :

- The name and address of the seller;
- The loading or shipment / delivery date;
- The date on which the documents were issued;

- A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations);
- The quantity of the products delivered;
- Any related transport documentation;
- Supply chain certificate number of the seller;
- A unique identification number.
- Information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products
- For sites that are required to announce and confirm trades in the RSPO IT platform, this shall include making Shipping Announcements / Announcements and Confirmations on the RSPO IT platform per shipment or group of shipments. Refer to section 5.7.1 of this document for further guidance.

The site has product information provided in such as document of weighbridge ticket, delivery order and other invoices. Such as the PK delivery at 26 December 2018 contract No. DIC/2850/121218/0003 for 20,050 Kg. The informations that provided on the invoices are:

- The name and address of the buyer;
- The name and address of the seller;
- The loading or shipment / delivery date;
- A description of the product RSPO certified Mass Balance model
- The date on which the documents were issued;
- The quantity of the products delivered;
- Any related transport documentation;
- etc.

Status: Comply

5.7 Registration of transactions

5.7.1

Supply chain actors who:

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

Question :

Has the organization registered their transactions in the RSPO IT platform? (mills, traders, crushers and refineries only)

Muara Kandis Mill has registered all transactions of certified products in RSPO IT platform.

Status: Comply

5.7.2

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

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

Question :

Did the organization correctly perform the applicable actions on RSPO IT Platform?

Transactions are registered in RSPO IT platform as for periods Period of 18 May 2018 – 9 March 2019

• Certified CPO sold to each buyer

There is no certified CPO sold in periods 18 May – 9 March 2019

Date	Buyer	Volume (Ton)
10/9/2018	Removing Stock	5,455.06
10/9/2018	Removing Stock	6,621.12
11/1/2019	Removing Stock	10,218.86
Total		22,295.04

• Certified Palm Kernel sold to each buyer

Date	Buyer	Volume (Ton)
22/01/2019	PT Sumber Indahperkasa	297.68
11/01/2019	PT Sumber Indahperkasa	297.38
20/12/2018	PT Sumber Indahperkasa	794.5
20/12/2018	PT Sumber Indahperkasa	305.19
20/12/2018	PT Sumber Indahperkasa	304.39
20/12/2018	PT Sumber Indahperkasa	454.81
20/12/2018	PT Sumber Indahperkasa	508.93
16/11/2018	PT Sumber Indahperkasa	993.32
15/10/2018	PT Sumber Indahperkasa	1,205.94
10/9/2018	Removing Stock	1,746.06
10/9/2018	Removing Stock	1,344.11
Total		8,252.31

Status: Comply

5.8

Training

5.8.1

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

Question :

Has the organization established RSPO training plan?

SCCS training are planned annually, for example in 2018 conducted on 15 November and 25 October 2018.

Status: Comply

5.8.2

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

Question :

Has the organization Delivered Effective RSPO training?

The company has provided training at 15 November and 25 October 2018 for personnel carrying out the tasks critical to the effective implementation of the supply chain certification standard requirements, such as: dispatch operators, weighbridge operators, etc. Based on interview at weighbridge station is known that the weighbridge operator and SCCS person in charge have understand the RSPO supply chain procedures.

Status: Comply

5.9	Record keeping																																																																																																																												
5.9.1																																																																																																																													
The organization shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of these RSPO Supply Chain Certification Standard requirements																																																																																																																													
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Status: Comply																																																																																																																													
5.9.2																																																																																																																													
Retention times for all records and reports shall be a minimum of two (2) years and shall comply with legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock																																																																																																																													
Question :																																																																																																																													
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The retention times for all records and reports are keep in minimum 10 years According to the SOP no. SOP/SMART/UMUM/SADV//001. Based on documents verification, there is available at mill the record of supply chain for last 2 years.																																																																																																																													
Status: Comply																																																																																																																													
5.9.3																																																																																																																													
The organization shall be able to provide the estimate volume of palm oil / palm kernel oil content (separate categories) in the RSPO certified oil palm product and keep an up to date record of the volume purchased (input) and claimed (output) over a period of twelve (12) months.																																																																																																																													
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For all palm oil / palm kernel oil volumes purchased (input) and claimed (output) records kept over a period of twelve (12) months?																																																																																																																													
FFBs, CSPO and CSPK produced and/or claimed records are kept in minimum 12 months. Record of all certified palm oil / palm kernel oil volumes purchased (input) and claimed (output) for period of 18 May 2018 to 9 March 2019:																																																																																																																													
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18 May 2018	289,290	227,610	516,900	-	-	318,110	318,110
June 2018	570,959	508,781	1,079,740	-	-	460,900	460,900
July 2018	916,562	596,718	1,513,280	-	-	1,516,070	1,516,070
August 2018	908,115	595,704	1,503,820	-	-	1,529,940	1,529,940
September 2018	965,709	734,981	1,700,690	782,760	-	780,360	1,563,120
October 2018	1,039,837	840,184	1,880,020	1,826,320	-	283,050	2,109,370
November 2018	777,322	717,508	1,494,830	1,675,300	-	37,820	1,713,120
December 2018	880,693	598,277	1,478,970	580,080	-	1,173,890	1,753,970
January 2019	592,425	543,665	1,136,090	297,680	-	787,540	1,085,220
February 2019	530,627	453,703	984,330	-	-	1,108,490	1,108,490
9 March 2019	117,751	101,969	219,720	-	-	113,480	113,480
Total	7,724,869	5,919,101	13,643,970	5,162,140	-	8,109,650	13,271,790

Status: Comply

5.10 Conversion factors

5.10.1

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

Question :

Conversion rates applied accurately?

The site doesn't applied a conversion rate.

Status: Comply

5.10.2

Conversion rates shall be periodically updated to ensure accuracy against actual performance or industry average if appropriate.

Question :

Conversion rates periodically updated?

The site doesn't applied a conversion rate.

Status: Comply

5.11 Claims

5.11.1

The site shall only make claims regarding the use of or support of RSPO certified oil palm products that are in compliance with the RSPO Rules on Market Communications and Claims.

Question :

Any communication to any stakeholder group / customers issued in accordance with RSPO Rules on Market Communications and Claims?

Based on announcement and transaction report documents review, it concluded that all RSPO certified products submitted are in compliance with the RSPO Rules on Market Communications and Claims.

Status: Comply

5.12 Complaints

5.12.1

The organization shall have in place and maintain documented procedures for collecting and resolving stakeholder complaints.

Question :

Documented procedures for stakeholders complaints established?	
Procedures for stakeholders complaints established in the document no. SOP/SMART/SIGS-CSR/SADV/II/003, issued on 1 July 2014. Based on complaint documents verification for last two years, are not found any complaint related to SCCS.	
	Status: Comply
5.13	Management review
5.13.1	
The organization is required to hold management reviews annually at planned intervals, appropriate to the scale and nature of the activities undertaken	
Question : Management reviews performed annually at planned intervals?	
The company has management review conduct annually at 2 November 2018.	
	Status: Comply
5.13.2	
The input to management review shall include information on:	
<ul style="list-style-type: none"> • Results of internal audits covering RSPO Supply Chain Certification Standard. • Customer feedback. • Status of preventive and corrective actions. • Follow-up actions from management reviews. • Changes that could affect the management system. • Recommendations for improvement. 	
Question : Has all input required above has been included in the management review?	
The content of management review related to SCCS are the result of internal audit, customer feedback, preventive and corrective actions, follow up actions and recommendations for improvement.	
	Status: Comply
5.13.3	
The output from the management review shall include any decisions and actions related to:	
<ul style="list-style-type: none"> • Improvement of the effectiveness of the management system and its processes. • Resource needs. 	
Question : Has all output required above has been included in the management review?	
The Management review are include the decision and actions related to Improvement of the effectiveness of the management system and its processes and Resource needs.	
	Status: Comply

3.2.2 (Module E) CPO Mills - Mass Balance Requirements

Clause	(Module E) CPO Mills - Mass Balance Requirements																						
E.1	Definition																						
E.1.1																							
<p>Certification for CPO mills is necessary to verify the volumes of certified and uncertified FFB entering the mill and volume sales of RSPO certified producers. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own certified land base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.</p> <p>The site is applied supply chain model Mass Balance due to it still received FFB from uncertified sources. FFB's suppliers to Muara Kandis Mill are:</p> <ul style="list-style-type: none"> - Muara Kandis Estate (HGU/Certified) & (Non HGU/Non Certified) - Muara Tawas Estate (HGU/Certified) & (Non HGU/Non Certified) - Pendawa Plasma (Non Certified). 																							
Status: COMPLY																							
E.2	Explanation																						
E.2.1																							
<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the CB in the public summary of the P&C certification report. This figure represents the total volume of certified palm oil product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced should then be recorded in each subsequent annual surveillance report.</p> <p>Estimate product certified CPO and PK for period 18 May 2019 – 17 May 2020 describe at this ASA-4 report (basic info 1.8.3). Actual tonnage product certified for period 18 May 2018 – 9 March 2019:</p> <table border="1"> <thead> <tr> <th rowspan="2">Products</th> <th colspan="4">Tonnes/year</th> </tr> <tr> <th>Estimate</th> <th>Extension</th> <th>New estimate</th> <th>Actual *(period 18 May 2018 – 9 March 2019)</th> </tr> </thead> <tbody> <tr> <td>CSPO</td> <td>31,849</td> <td>10,828</td> <td>42,677</td> <td>28,812.82</td> </tr> <tr> <td>CSPK</td> <td>8,493</td> <td>2,479</td> <td>10,972</td> <td>7,589.29</td> </tr> </tbody> </table> <p>The extension approved on 21 January 2019 due to an additional production from certified product.</p>					Products	Tonnes/year				Estimate	Extension	New estimate	Actual *(period 18 May 2018 – 9 March 2019)	CSPO	31,849	10,828	42,677	28,812.82	CSPK	8,493	2,479	10,972	7,589.29
Products	Tonnes/year																						
	Estimate	Extension	New estimate	Actual *(period 18 May 2018 – 9 March 2019)																			
CSPO	31,849	10,828	42,677	28,812.82																			
CSPK	8,493	2,479	10,972	7,589.29																			
Status: COMPLY																							
E.2.2																							
<p>The mill must also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform or book and claim).</p> <ul style="list-style-type: none"> • RSPO IT Platform member registration number: RSPO_PO1000001064 • Certified CPO sold to each buyer <i>There is no certified CPO sold in periods 18 May – 9 March 2019</i> <table border="1"> <thead> <tr> <th>Date</th> <th>Buyer</th> <th>Volume (Ton)</th> </tr> </thead> <tbody> <tr> <td>10/9/2018</td> <td>Removing Stock</td> <td>5,455.06</td> </tr> <tr> <td>10/9/2018</td> <td>Removing Stock</td> <td>6,621.12</td> </tr> <tr> <td>11/1/2019</td> <td>Removing Stock</td> <td>10,218.86</td> </tr> <tr> <td colspan="2">Total</td> <td>22,295.04</td> </tr> </tbody> </table> <ul style="list-style-type: none"> • Certified Palm Kernel sold to each buyer <table border="1"> <thead> <tr> <th>Date</th> <th>Buyer</th> <th>Volume (Ton)</th> </tr> </thead> <tbody> </tbody> </table>					Date	Buyer	Volume (Ton)	10/9/2018	Removing Stock	5,455.06	10/9/2018	Removing Stock	6,621.12	11/1/2019	Removing Stock	10,218.86	Total		22,295.04	Date	Buyer	Volume (Ton)	
Date	Buyer	Volume (Ton)																					
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10/9/2018	Removing Stock	6,621.12																					
11/1/2019	Removing Stock	10,218.86																					
Total		22,295.04																					
Date	Buyer	Volume (Ton)																					

22/01/2019	PT Sumber Indahperkasa	297.68
11/01/2019	PT Sumber Indahperkasa	297.38
20/12/2018	PT Sumber Indahperkasa	794.5
20/12/2018	PT Sumber Indahperkasa	305.19
20/12/2018	PT Sumber Indahperkasa	304.39
20/12/2018	PT Sumber Indahperkasa	454.81
20/12/2018	PT Sumber Indahperkasa	508.93
16/11/2018	PT Sumber Indahperkasa	993.32
15/10/2018	PT Sumber Indahperkasa	1,205.94
10/9/2018	Removing Stock	1,746.06
10/9/2018	Removing Stock	1,344.11
Total		8,252.31
	Status: COMPLY	
E.3	Documented procedures	
E.3.1		
<p>The site shall have written procedures and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following:</p> <p>a. Complete and up to date procedures covering the implementation of all the elements in these requirements;</p> <p>b. The name of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the site procedures for the implementation of this standard.</p>		
<p>Muara Kandis Mill has the documents of SCCS procedures for Mass Balance models with document No. PT DSL-MKNN/SOP/24 dated 17 January 2019. The procedures established and covering all elements of the supply chain model requirements, records and reports of compliance with supply chain requirements including responsibilities of each key personnel involved, definition, the FFB reception process, weighing, checking quality, processing, monitoring refined products, mass balance calculations, delivery of the product. The procedure is according to RSPO SCCS 21 November 2014, revised 14 June 2017. Based on field observation at Weighbridge station and interview with sampled person in the Mill, the operator has knowledge and able to demonstrate how to separated an FFB's delivery notes whether Certified and noncertified sources.</p>		
	Status: COMPLY	
E.3.2		
<p>The site shall have documented procedures for receiving and processing certified and non-certified FFBs.</p>		
<p>The mill has procedure of Supply Chain RSPO Products - Mass Balance Model (No. PT DSL-MKNN/SOP/24 dated 17 January 2019) explaining that:</p> <ul style="list-style-type: none"> - The source or supplier of FFB received by the mill can be classified into certified or non certified - All FFB suppliers has recorded /recapitulated/and maintained its current status. - Suppliers of certified FFB as a sustainable raw material that can be identified or given information that differentiates it from non-certified suppliers. <p>Based on field observation at Weighbridge station and interview with sampled person in the Mill, the operator has knowledge and able to demonstrate how to separated an FFB's delivery notes whether Certified and noncertified sources. Non certified FFB has identified on delivery note for example delivery note on 11 March 2019 from Muara Kandis Estate block D33, B17-19 noted non certified FFB.</p>		
	Status: COMPLY	
E.4	Purchasing and goods in	
E.4.1		
<p>The site shall verify and document the volumes of certified and non-certified FFBs received.</p>		

The site has verified and documented the volumes of certified and non-certified FFBs received. Certified and non-certified FFB received period of 18 May 2018 to 9 March 2019:

Month	FFB (ton)		
	RSPO Certified	Non Certified	Total
18 May 2018	4,972,520	3,912,330	8,884,850
June 2018	10,205,200	9,093,830	19,299,030
July 2018	15,664,000	10,197,880	25,861,880
August 2018	15,458,850	10,140,680	25,599,530
September 2018	17,068,650	12,990,580	30,059,230
October 2018	15,169,480	12,256,870	27,426,350
November 2018	12,901,410	11,908,670	24,810,080
December 2018	14,111,550	9,586,340	23,697,890
January 2019	9,820,160	9,011,910	18,832,070
February 2019	8,981,300	7,679,310	16,660,610
9 March 2019	2,488,210	2,154,730	4,642,940
Total	126,841,330	98,933,130	225,774,460

Status: COMPLY

E.4.2

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

There is no projected overproduction of certified tonnage, the company has extended the certified volume approved on 21 January 2019 due to an additional production from certified product. The Tonnage of product certified for period 18 May 2018 – 9 March 2019:

Products	Tonnes/year			
	Estimate	Extension	New estimate	Actual *(period 17 May 2018 – 9 March 2019)
CSP0	31,849	10,828	42,677	28,812.82
CSPK	8,493	2,479	10,972	7,589,29

Status: COMPLY

E.5

Record keeping

E.5.1

- a. The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a three-monthly basis.
- b. All volumes of palm oil and palm kernel oil that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO.
- c. The site can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three months. However, a site is allowed to sell short.(ie product can be sold before it is in stock.)

The Certificate holder has record and balance all received of RSPO FFB and deliveries of RSPO certified CPO and PK. The Volume of certified CPO and PK are delivered from accounting system according to conversion by percentage of FFB certified. The sales of RSPO product claim for period of 18 May 2018 to 9 March 2019 are sold from a positive stocks:

Period	CPO production (MT)			CPO Dispatch (MT)			Total
	Cert	Non Cert	Total	RSPO	Other scheme (ISCC)	Non Cert	
Last period stock	2,743,160	-	2,743,160	-	-	-	-
18 May 2018	1,095,221	861,709	1,956,930	-	-	1,306,690	1,306,690
June 2018	2,240,175	1,996,215	4,236,390	-	-	3,603,170	3,603,170

RSPO ASSESSMENT REPORT

July 2018	3,550,461	2,311,489	5,861,950	-	-	8,861,040	8,861,040
August 2018	3,647,613	2,392,757	6,040,370	-	-	2,223,330	2,223,330
September 2018	3,872,900	2,947,580	6,820,480	-	-	6,786,320	6,786,320
October 2018	3,472,813	2,806,017	6,278,830	-	-	6,646,140	6,646,140
November 2018	2,922,563	2,697,677	5,620,240	-	-	5,564,890	5,564,890
December 2018	3,133,091	2,128,389	5,261,480	-	-	7,593,310	7,593,310
January 2019	2,273,057	2,085,973	4,359,030	-	-	5,385,050	5,385,050
February 2019	2,065,408	1,765,992	3,831,400	-	-	4,217,610	4,217,610
9 March 2019	539,525	467,215	1,006,740	-	-	1,263,180	1,263,180
Total	31,555,985	22,461,015	54,017,000	-	-	53,450,730	53,450,730
<hr/>							
Period	PK production (MT)			Cert PK Dispatch (MT)			Total
	Cert	Non Cert	Total	RSPO	Other scheme	Non Cert	
Last period stock	135,580						
18 May 2018	289,290	227,610	516,900	-	-	318,110	318,110
June 2018	570,959	508,781	1,079,740	-	-	460,900	460,900
July 2018	916,562	596,718	1,513,280	-	-	1,516,070	1,516,070
August 2018	908,115	595,704	1,503,820	-	-	1,529,940	1,529,940
September 2018	965,709	734,981	1,700,690	782,760	-	780,360	1,563,120
October 2018	1,039,837	840,184	1,880,020	1,826,320	-	283,050	2,109,370
November 2018	777,322	717,508	1,494,830	1,675,300	-	37,820	1,713,120
December 2018	880,693	598,277	1,478,970	580,080	-	1,173,890	1,753,970
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February 2019	530,627	453,703	984,330	-	-	1,108,490	1,108,490
9 March 2019	117,751	101,969	219,720	-	-	113,480	113,480
Total	7,724,869	5,919,101	13,643,970	5,162,140	-	8,109,650	13,271,790
<hr/>							
Status: COMPLY							

3.3 Conformity Checklist of Certificate and Logo Use

1.	Evidence of permission or approval certificate and logo from Certification Body which submitted by Client	X or√
ASA-4	PT Djuandasawit Lestari has achieved approval/permit of the certificate usage with certificate number MUTU-RSPO/059.	√
	Status: Comply	
2.	Implementation of certificate and logo used by Client comply with size and type (shape) against Guideline of Logo Use	X or√
ASA-4	PT Djuandasawit Lestari has achieved approval/permit of the certificate usage with certificate number MUTU-RSPO/059.	√
	Status: Comply	
3.	Implementation of Certificate and Logo is not used on product	X or√
ASA-4	PT Djuandasawit Lestari has achieved approval/permit of the certificate usage with certificate number MUTU-RSPO/059.	√
	Status: Comply	
4.	Controlling of Certificate and Logo, including withdrawing inappropriate logo.	X or√
ASA-4	PT Djuandasawit Lestari has achieved approval/permit of the certificate usage with certificate number MUTU-RSPO/059.	√
	Status: Comply	

3.4 Summary of RSPO Partial Certification

Compliance of the uncertified management units of Golden Agri Resources, Ltd against the rules for partial certification was determined through Self Assessment in accordance with RSPO Certification System clause 4.2.4. A summary of findings is as stated below

Golden Agri Resources, Ltd Time Bound Plan (TBP) is explained in table 1.10. Golden Agri Resources run eighteen (18) mills and fifty four (54) estates in Indonesia and has been RSPO certified for nine (9) mills and supply base in Indonesia. Golden Agri Resources, Ltd has informed the TBP progress, MUTU has considered that Golden Agri Resources, Ltd is comply with the RSPO requirement for TBP. The Time Bound Plan was revised and declared by Golden Agri Resources, Ltd on January 31, 2016 approved by President Director and MO Sustainability Strategic & Stakeholders Engagement.

MUTU has verified partial certification for un-certified unit's subsidiary of Golden Agri Resources, Ltd based on their Time Bound Plan. There are eleven (11) uncertified management unit of GAR. MUTU Auditor verified positive assurance against the company internal audit and supporting evidence as well as any information from others sources.

MUTU Auditor has verified company partial certification and concludes that:

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

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

		<ul style="list-style-type: none"> - PT Agro Lestari Sentosa (Jalemo Mill and supply base), monitoring via SPO Scorecard online - PT Adi Tunggul Mahajaya (Sako Mill) (under construction) - PT Kresna Duta Agroindo (Pelakar Mill and supply base) 24 – 29 October 2016 - PT SMART (Bukit Kapur Mill and supply base) 15 – 19 Februari 2016 - PT Kresna Duta Agroindo (Rantau Panjang Mill and supply base) 19 – 23 Desember 2016 - PT Kresna Duta Agroindo (Gunung Kombeng Mill and supply base) 06 – 10 Februari 2017 - PT Sawitakarya Manunggal (Sawita Mill and supply base)
i.	<p>No replacement after dates defined in NIs Criterion 7.3 of:</p> <ul style="list-style-type: none"> • Primary forest. • Any area identified as containing High Conservation Values (HCVs). • Any area required to maintain or enhance HCVs in accordance with RSPO criterion 7.3. 	<p>Company Group/Holding Statement: GAR and its subsidiaries have been reporting disclosure and zero liability to RSPO by email dated August 29, 2014 and the company has been sent data evidence of LUCA to RSPO by email dated April 11, 2016. Progress result of review LUCA at follow-up via email RSPO dated October 24, 2016 to answer RSPO is still in the review process.</p> <p>Auditor Verification: RaCP Process for:</p> <ul style="list-style-type: none"> - PT Agrolestari Mandiri (Pekawai Mill and supply base) - PT Sinar Kencana Inti Perkasa (Sungai Kupang Mill and supply base) - PT Sinar Kencana Inti Perkasa (Sungai Magalau Mill and supply base) - PT Agro Lestari Sentosa (Jalemo Mill and supply base) - PT Kresna Duta Agroindo (Pelakar Mill and supply base) - PT SMART (Bukit Kapur Mill and supply base) - PT Kresna Duta Agroindo (Rantau Panjang Mill and supply base)
ii.	<p>Any new plantings since January 1st 2010 must comply with the RSPO New Plantings Procedure.</p>	<p>Company Group/Holding Statement: There is no new planting.</p> <p>Auditor Verification: Based on auditor verification there are some new planting conducted by company, but NPP has been applied these.</p> <ul style="list-style-type: none"> - PT Binasawit Abadi Pratama (Perdana Mill and supply base) - PT Agrokarya Prima Lestari (Kuayan Mill and supply base) - PT Mitra Karya Agroindo (Tangar Mill and supply base)

		<ul style="list-style-type: none"> - PT Paramitra Internusa Pratama (Belian Mill and supply base) - PT Agrolestari Mandiri (Pekawai Mill and supply base) - PT Kresna Duta Agroindo (Rantau Panjang Mill and supply base) any new planting since January 1st 2010 and NPP has been applied these.
iii.	Any Land conflicts are being resolved through a mutually agreed process, e.g. RSPO Grievance procedure or Dispute Settlement Facility, in accordance with RSPO criteria 6.4, 7.5 and 7.6.	<p>Company Group/Holding Statement: There are no land conflicts. The Company has a land conflict resolution mechanism in accordance with the RSPO criteria 6.4; 7.5; and 7.6. This procedure is outlined in the SOP Social Conflict Management (SOP/SMART/SENS-CSR/SADV/II/02). This procedure regulates social conflict settlement agreed. Conflict resolution can be done in a participatory manner and can also be done by a third party (mediator). The company also has procedures to deal with complaints before they become conflicts. The procedure is SOP/SMART/SIGS-CSR/SADV/II/003. The company handling complaints appropriately and quickly. GAR has been initiated to become a member of RSPO DSF as a category "out growers".</p> <p>Auditor Verification: Auditor has verified the supporting evidence of above the company statement. There are no land conflicts for</p> <ul style="list-style-type: none"> - PT Sinar Kencana Inti Perkasa (Sungai Kupang Mill and supply base) - PT Mitra Karya Agroindo (Tangar Mill and supply base) - PT Kresna Duta Agroindo (Pelakar Mill and supply base) - PT SMART (Bukit Kapur Mill and supply base) <p>There are any land conflicts but was in the process of completion for</p> <ul style="list-style-type: none"> - PT Agrolestari Mandiri (Pekawai Mill and supply base) - PT Sinar Kencana Inti Perkasa (Sungai Magalau Mill and supply base) - PT Sawit Mas Sejahtera (Sungai Kikim and supply base) - PT Agro Lestari Sentosa (Jalemo Mill and supply base) - PT Kresna Duta Agroindo (Rantau Panjang Mill and supply base) - PT Kresna Duta Agroindo (Gunung Kombeng Mill and supply base)
iv.	Any Labour disputes are being resolved through a mutually agreed process, in accordance with RSPO criterion 6.3.	<p>Company Group/Holding Statement: There is no issue of labour disputes in uncertified unit. The company also has procedures to deal with</p>

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

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

3.5.1. Identification of Findings, Corrective Actions and Observations at ASA-3 Assessment

NCR No.	: 2018.1	Issued by	: Bayu Yogatama
Date Issued	: 2 March 2018	Time Limit	: Next Surveillance
NC Grade	: Minor	Date of Closing	: 11 March 2019 (ASA-4)
Standard Ref. & Requirement	5.1.3 There is an environmental monitoring plan document and its implementation report and an improvement plan for the monitoring results if discrepancies are found. This plan is reviewed at least 2 years.		
Non-Conformance Description & Evidence observed (filled by auditor): Not all environmental monitoring plans have been implemented yet. Based on the results of the RKL-RPL implementation study document semester 1 and semester 2 of 2017, it is known that not all parameters are monitored and managed in accordance with the directives in the RKL-RPL document. For example: the noise level testing parameters produced by the factory machine once a month.			
Root Cause Analysis (filled by organization audited): The noise testing parameters only appear in the PT DSL RPL matrix, but the RPL description document and the significant impacts that will arise according to the ANDAL document do not mention the need for noise management and testing.			
Correction (filled by organization audited): <ol style="list-style-type: none"> 1. Environment staff of Muara Kandis Mill develops noise testing program in MKNM working area 2018 dated 05 March 2018 2. The Company will purchase a noise testing app on March 09, 2018 			
Evidence: <ol style="list-style-type: none"> 1. Noise testing program in MKNM working area of 2018 dated 05 March 2018 2. Proof of purchase of noise testing equipment dated March 09, 2018 			
Corrective Action (filled by organization audited): <ol style="list-style-type: none"> 1. Environment staff Muara Kandis Mill will conduct noise testing at MKNM working area every month until the new EIA Document PT DSL is legalized 2. The management of PT DSL shall conduct an addendum of PT DSL EIA documents. 			
Evidence: <ol style="list-style-type: none"> 1. Certificate of preparation of EIA Addendum no 001 / SK / DSL-EGS / III / 2018 dated 06 March 2018 2. Addendum LOA no 005 / CCSD / SPK Addendum AMDAL / DSL-EGS / I / 2018 dated 06 March 2018 			
Assessor Evaluation and Conclusion (filled by auditor): Verification of Auditors March 15, 2018 Management has shown evidence of improvement such as: <ul style="list-style-type: none"> - Statement from PT Environesia Global Sraya dated March 06, 2018 which is known by the Head of Environmental Office of Musi Rawas about Certificate of preparation of EIA Addendum no 001 / SK / DSL-EGS / III / - LOA Addendum no 005 / CCSD / SPK Addendum AMDAL / DSL-EGS / I / 2018 dated March 6, 2018 between PT Djuanda Sawit Lestari with PT Environesia Global Saraya which has included Pendawa Plasma Area in scope assessment. - Evidence of purchase of noise testing equipment dated March 09, 2018. - Noise testing program at sterilizer station, press station, clarification station, nut & kernel station, power house station, boiler station, workshop, WWTP, Factory Office and WTP (Pump Room) March - June 2018. March 2018 testing will be conducted on March 20, 2018. - 			
Auditor's Conclusion:			

Based on the root cause analysis, corrective actions and the evidence, Non-Conformance has been closed, with observation status.

Verification on ASA-4

The company has conducted noise testing regularly every 1 month in areas with high noise, it can be indicated by evidence of noise measurements from March 2018 to January 2019. Based on this, nonconformities are stated closed.

Verified by : Bayu Yogatama

NCR No.	: 2018.2	Issued by	: Trismadi N
Date Issued	: 2 Maret 2018	Time Limit	: ASA-4
NC Grade	: Minor	Date of Closing	: 11 March 2019 (ASA-4)
Standard Ref. & Requirement	<p>RSPO Certification System Clause 4.2.3. The unit of certification shall be the mill and its supply base: All the FFB from the directly managed lands (or estates) shall be produced to certifiable standards. The mill will develop and implement a plan to ensure that 100% of associated smallholders and outgrowers are of certifiable standard within 3 years.</p>		
<p>Non-Conformance Description & Evidence observed <i>(filled by auditor):</i> Associated smallholders of Muara Kandis Mill not yet certifiable standard within 3 years. Based on Time Bound Plan of GAR verification, that's known the Pendawa Plasma is supplied bases of Muara Kandis Mill. However, until this assessment there are no evidence that the Pendawa Plasma are certifiable standard.</p>			
<p>Root Cause Analysis <i>(filled by organization audited):</i> PNDA legality (Land Certificate, EIA, and Agronomy Register Permit Letter (STDB) until ASA-3 is in process.</p>			
<p>Correction <i>(filled by organization audited):</i></p> <ol style="list-style-type: none"> 1. The company will facilitate board of Cooperative to register Agronomy Register Permit Letter (STDB) and also Land Certificate process. 2. The company will revised EIA to include the PNDA scope. <p>Evidence :</p> <ol style="list-style-type: none"> 1. Statement from PT Environesia Global Sraya dated March 06, 2018 which is known by the Head of Environmental Office of Musi Rawas about Certificate of preparation of EIA Addendum no 001 / SK / DSL-EGS / III /. 2. Addendum of Work Agreement no 005/CCSD/SPK Addendum AMDAL/DSL-EGS/II/2018 dated 6 March 2018. 3. Agronomy Register Permit Letter (STDB) no 12/KUD SS/II/2018, dated 27 January 2018. 4. Letter No 524/03/Disbun/2018 from Plantation Agency of Musi Rawas Regent about Agronomy Register Permit Letter (STDB) form. 			
<p>Corrective Action <i>(filled by organization audited):</i> The company will be ensure that all PNDA area have legality document and EIA.</p>			
<p>Assessor Evaluation and Conclusion <i>(filled by auditor):</i> Verification on 14 March 2018</p> <p>The company was shown several evidence, such as:</p>			

1. Statement from PT Environesia Global Sraya dated March 06, 2018 which is known by the Head of Environmental Office of Musi Rawas about Certificate of preparation of EIA Addendum no 001 / SK / DSL-EGS / III /.
2. Addendum of Work Agreement no 005/CCSD/SPK Addendum AMDAL/DSL-EGS/II/2018 dated 6 March 2018.
3. Agronomy Register Permit Letter (STDB) no 12/KUD SS/II/2018, dated 27 January 2018.
4. Letter No 524/03/Disbun/2018 from Plantation Agency of Musi Rawas Regent about Agronomy Register Permit Letter (STDB) form.

Auditor Conclusions:

There are no evidence that all PNDA was certifiable standard (it should be initial assessment RSPO process).

Verification on ASA 4

The company has conducted RSPO pre-assessment for the KKPA Pendawa scope by the certification body on 26 February – 2 March 2018, but is still constrained by the RaCP. Then from the results of verification on ASA 4 it is also known that Pendawa KKPA is a fully managed plasma plantation by the company or directly manage land that has become part of the Golden Agri Resources certification unit with a timebound plan in 2020. Based on this, non-conformity can declared closed.

Verified by	:	Trismadi N & Leonada
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3.5.2. Identification of Findings, Corrective Actions and Observations at ASA-4 Assessment

NCR No.	: 2019.1	Issued by	: Leonada
Date Issued	: 15 March 2019	Time Limit	: Re-certification
NC Grade	: Minor	Date of Closing	:
Standard Ref. & Requirement	6.1.4 The documented plan for management and monitoring of social impacts is reviewed at least once every two years. If needed, the plan should be improved. There must be evidence that the review process involves the participation of all affected parties		
Evidence observed & Non-Conformance Description (filled by auditor):			
<p>The company has conducted a social impact study in 2014 which identified several negative impacts, which have been prepared a management plan from these negative impacts. The negative impacts identified since the social impact study in 2014 were again identified in the review for the 2014-2016 period and the 2016-2018 review period. Then the management plan carried out annually from the results of the review has not changed, namely:</p>			
Impacts		Management Plans	
Operational vehicles cause dust and harm children	-	Installation of a portal prohibiting trucks crossing the road of employee huts - Care of signboards and portal prohibition of trucks crossing the road of employee huts	
EFB applications close to settlements cause odor and flies	-	Coordination with EFB assistants in drafting the EFB application budget in 2018 - Preparation of the EFB application budget with a maximum distance of 500 M from the settlement - EFB application in accordance with the plan and budget that pay attention to a minimum distance of 500 M from the settlement	
Public unrest related to social assistance	-	Socialization of the mechanism for requesting assistance - Preparation of the company's annual social activities assistance program - Coordination and socialization of social activities formally and informally.	
Maintenance of village roads is considered to be less than optimal	-	Preparation of relevant garden and village road maintenance program plans taking into account the availability of heavy equipment - Improved communication with the community regarding the availability of heavy equipment and road improvement programs during the rainy season where the potential for roads is damaged	
<p>From the results of interviews with the surrounding community (Petran Jaya and Muara Megang Villages) it is also known that information on these negative impacts still exists, such as examples of EFB applications close to settlements causing odor and flies, community unrest related to social assistance and maintenance of village roads are considered lacking maximum. So based on this, the company has not been able to show evidence of the review of the management plan for negative impacts that have been arranged on target and effectively.</p>			
Root Cause Analysis (filled by organization audited):			
Correction (filled by organization audited):			

Corrective Action (filled by organization audited):

Assessor Evaluation and Conclusion (filled by auditor):

Verified by :

3.5.3. Opportunity for Improvement

No	Ref. Std.	Description Deskripsi
1	2.2.2	markers between the boundaries of the company's HGU area and community land
2	2.3.2	Progress of agreement or land acquisition for community cultivated areas within the HGU area
3	6.5.3	Provision of clean water throughout the year in employee housing.

3.5.4. Noteworthy Positive Components

No	Description Deskripsi
1	The company's commitment to implement the principles of sustainable palm oil management.
2	Personal (Staff) competencies in their respective fields.
3	PIC that is communicative so that the audit can run smoothly.
4	Has an ISPO and ISCC certificates
5	Obtain blue PROPER for 2017-2018
6	Testing movable source emissions for all 4-wheeled operational vehicles (cars and heavy equipment)
7	Use of trolley bed for FFB sorting process
8	Mini Tractor Grabber (MTG) as mechanization in harvesting as an effort to increase production.

3.6 Summary of Arising Issues from Public and Auditor Verification

Public Issues (Institution/ NGO/Community)	Auditor Verification
<p>Surrounding Communities:</p> <ul style="list-style-type: none"> • Petran Jaya Village. • Muara Megang Village • The communication and relation between villages around with company are well maintained, the company's public relation already known by the communities. The mechanism for complaint and grievance submission has been understood well by the community • There were no significant land disputes and no indication of contractually army or paramilitaries using in plantation area. Conflict and resolution with company has settled up through spirit of kinship.. • There are no indigenous rights or customary rights. It also known that compensation process are done directed to the land owner and landowners are given the freedom to release their land without coercion • The company has considered satisfactory cooperative and transparent in providing information, for example towards job vacancies. FFB price, CSR and grants. Village people has recognize company representative (PIC) from Division of Public Relation (PR) which handled this matters. • The company has cooperation with local contractors from surrounding villages. • There is no complaints and issues from surrounding villages towards environment aspects 	<p>Based on interview result, it could be concluded that presence of company has considered positively affected surrounding community life and contribute to social economic improvement. Communication and coordination towards conflict resolution has smoothly carried out. Department of Public Relation has good relationship with village representatives. Hence, social and environment aspects were satisfactory taken as a part or company operational activity. Further detail from other stakeholder views and document review could be checked on Criteria 1.1, 1.2, 2.2, 5.1, 6.1, 6.2, 6.3, 6.4, 6.8, 6.10 and 6.11 in this report.</p>
<p>Environmental Agency</p> <ul style="list-style-type: none"> • The company has an environmental permit. • There is an AMDAL addendum related to the difference with the approved HGU area. • The company has land applications permit which are still valid. • Hazardous waste permit is still valid. • The Company regularly reports mandatory reporting such as hazardous waste report and report of Environmental Management Plan – Environmental Monitoring Plan. • Company always consult with environmental agency related environmental management. • There are no issues about environmental pollution or fire at PT DSL. • Environmental supervision of the company's operations is carried out routinely by the agency. Finally, environmental monitoring was carried out in November 2018. 	<p>Auditor has been verified the management and monitoring of environmental that has been conducted by the certificate holder, the explanation regarding to environmental aspect showed in criterion 1.1, 2.1,5.1, 5.3, 5.4</p>

Public Issues (Institution/ NGO/Community)	Auditor Verification
<p>Manpower Agency</p> <ul style="list-style-type: none"> All of Manpower monitoring has conducted by manpower agency of Sumatera Selatan Province. The company has reported <i>WLTK</i> and <i>P2K3</i> report to the South Sumatra Provincial Manpower and a copy to the Manpower Agency of Musi Rawas Regency regularly. There are no issues related to industrial relations during last year. The applicable minimum wage is the District Minimum Wage (UMK) in 2019. All the workers have been included in <i>BPJS</i> employment dan health. There is no work accident information that is severe or fatal in the past 1 year. Contract worker has been registered in the Manpower Agency of Musi Rawas District. 	<p>Auditor has verified the compliance towards criterion 4,7, 6.5, 6.6, 6,7, and 6,8.</p>
<p>Plantation Agency of Musi Rawas Regency</p> <ul style="list-style-type: none"> Plantation Business Assessment (PUP) was carried out at the beginning of February 2018 and the results of the assessment with the results of class 1 have now come out. The company has reported its business activities to the plantation agency every semester. There is no environmental issues related to company's operational. The company has adequate facilities and infrastructure of fire. There are no negative issues such as fires. CSR programs are considered good and reported every semester. When there is a request for information from the agency, it has received a good response from the company. There is no reporting or conflict with plasma farmers. There are no issues or reporting regarding conflict / land claims 	<p>It has been verified in accordance Criterion 1.1, 2.2, 2.3, 4.1, 5.2, 5.5, 6.2, 6.3, 6.8, 6.10 and 6.11.</p>
<p>KUD Sadar Sejahtera</p> <ul style="list-style-type: none"> Management of smallholder is carried out in full managed, from the nursery to the harvest stage managed by the company. The number of farmers in the KUD is approximately 1420 people. The price of FFB is stipulated by the Sumatera Selatan Provincial Plantation Office, with a period of 2 weeks. The latest FFB prices are announced in the KUD office. Training related to plantation management has been carried out by the company. 	<p>The company has participated in improving the welfare of the community surrounding the operational area through purchase agreement FFB produced from farmers.</p>

Public Issues (Institution/ NGO/Community)	Auditor Verification
<ul style="list-style-type: none"> • There are no complaints related to payments both in payment amounts and payment times. Everything has been done in accordance with the work agreement agreed with the company. • Every year PT DSL provides CSR programs such as mosque material assistance, assistance with prayer equipment, road maintenance, school children's access, transportation for school children etc. • There are no environmental pollution issues. • The company has socialized environmental management, HCV areas, protected animals through warnings installed in a place that is easily visible to the public. 	
<p>Gender Committee</p> <ul style="list-style-type: none"> • PT DSL has a gender committee structure and each division of estate has a representative for employee complaints if there is violation case of women's rights • In period 2018/2019 there are no complaints related to violations of women's rights or violence against women in the workplace. • Socialization of prevention policies of sexual harassment and protection of women's rights has been submitted to all workers and guarantee of protection for the complainant or victim and witness. • There is no reporting of discrimination especially on women workers conducted by the company. The company has provided opportunities and opportunities to work without discriminating gender. • PT DSL has granted the rights of women such as the right to maternity leave and menstruation leave. 	<p>PT DSL has committed to guarantee the rights of women, for example, the company has granted maternity leave and menstruation. Based on interviews with workers known that there are never happened of violence against women in workplace (see C6.8 and C6.9)</p>
<p>Worker Union</p> <ul style="list-style-type: none"> • The company has given freedom of association and no intimidation by the company to the union/labor union management. • Internal meetings and meetings with management are conducted and the results of the meetings are documented in the form of minutes of meetings (bipartite). • Communication between trade unions and companies is well established, if there are complaints or requests for information from unions, the company has responded well and quickly. Trade unions hope that companies make this as partners of the company. • All workers are registered in the BPJS Employment and health program. • The Collective Labor Agreement for the period 2018 - 2020 is approved by the union with the company in February 2018, and has been approved by the Labor Agency. 	<p>The company has implemented a policy of freedom of association for employees as described in indicators 5.4.1 to 5.4.3</p>

Public Issues (Institution/ NGO/Community)	Auditor Verification
<ul style="list-style-type: none"> • The company has implemented the minimum wage in 2019. • Promotion increases based on employee performance. • The mechanism of complaints from workers is conveyed to the union and subsequently from the union conducts an internal meeting, if the problem cannot be resolved internally then proceed to the company. • There is no issue of worker discrimination carried out by the management unit. • During the 2018/2019 period there were no problems with industrial relations that occurred. • There is no compulsion to become a member of a trade union. Every worker is free to participate a union. • Internal meetings are conducted every 3 months / according to needs. 	
<p>Local Contractor (Civil Contractor)</p> <ul style="list-style-type: none"> • Domicile in Lubuk Tua village, Muara Keling sub-district. Labor is a native community. • Currently working on bathroom building projects at MKNE and factory buildings / bad trolleys at MKNM sorting stations. • Employment contracts with companies are made based on the various completion times of work 1-6 months. • Every work contract is made in accordance with the agreement of both parties and the copy is held by each party. • Calculation of payments is made transparently and has been agreed both with payments made on time. • Worker's PPE is provided by the contractor, if a workplace accident is borne by the contractor. • The company has socialized Safety and Health aspect. • Payments by the company have been made on time and in accordance with the agreement. For example, technical payments are made 1-1.5 months after the minutes of completion of work. • Work Order is made by the head office and the plantation office according to the contract value. • Contractor workers can use the company's health facilities. • The contractor assessed that the company had provided opportunities for local contractors. 	<p>Based on document verification, show that the rights and obligation of each party has been set in the contract.</p>

1.0 CERTIFIED ORGANISATION'S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY**4.1 Formal Sign-off of Assessment Findings**

Hereunder sign by management representative from inspected company and audit team to acknowledge a field assessment and agree for all content explained in this assessment report, included of nonconformities issues.

Signed on behalf of:

PT Djuandasawit Lestari
Management Representative



Ismu Zulfikar
Thursday, 04 April 2019

PT Mutuagung Lestari
Lead Auditor



Leonada
Thursday, 04 April 2019

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

No	Institution/NGO/Community	Address	Phone/Email	Form of Communication	Date of Contact	Response	
						Yes	No
1	Village of Petran Jaya and Muara Megang	Sub District of Muara Lakitan, Musi Rawas Regency	-	Focus Group Discussion	12 March 2019	✓	
2	Previous Land Owner (31 sampel from 1,479 persons according to compensation documents) <i>*only one person that could be interviewed. The others sample can't be met, because they have move out and some have passed away.</i>	Sub District of Muara Lakitan, Musi Rawas Regency	-	Focus Group Discussion	12 March 2019	✓	
3	Plantation Agency	Musi Rawas Regency	-	Interview	12 March 2019	✓	
4	Manpower Agency	Musi Rawas Regency	-	Interview	12 March 2019	✓	
5	Environmental Agency	Musi Rawas Regency	-	Interview	12 March 2019	✓	
6	KUD Sadar Sejahtera	PT Djuandasawit Lestari	-	Interview	13 March 2019	✓	
7	Gender Committee	PT Djuandasawit Lestari	-	Interview	13 March 2019	✓	
8	Worker Union	PT Djuandasawit Lestari	-	Interview	13 March 2019	✓	
9	Local Contractor (Civil Contractor)	PT Djuandasawit Lestari	-	Interview	13 March 2019	✓	
10	Workers interviewed:: 1 FFB receiver 2 security 2 weighbridge operator 1 Dispatch operator 3 FFB grading 1 engine room operator 1 Workshop operator 1 worker family 1 genset operator 1 medic 1 IPM officer 1 harvester 1 tranporter 16 sprayer	PT Djuandasawit Lestari	-	Interview	12 -13 March 2019	✓	
11	Sawit watch	Bogor, Indonesia	info@sawitwatch.or.id	Email	5 March 2019		✓
12	WWF	Jakarta, Indonesia	wwf-indonesia@wwf.or.id	Email	5 March 2019		✓

13	WALHI	Jakarta, Indonesia	informasi@walhi.or.id	Email	5 March 2019		✓
14	AMAN	Jakarta, Indonesia	rumahaman@cbn.net.id	Email	5 March 2019		✓

Appendix 2. Assessment Program

DATE	11 - 15 March 2019	
PLANNED TIME	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
Monday, 11 March 2019		
09.00 – 10.10	Jakarta – Lubuk Linggau	All Auditor
10.10 – 12.00	Lubuk Linggau – SITE (PT. Djuandasawit Lestari)	
12.00 – 14.00	Break	
14.00 – 15.00	Opening meeting <ul style="list-style-type: none"> • Auditee Speech (Introduction of PIC, Profile of Certified Management Unit) • Auditor Team Speech (Introduction, Audit Objective, Audit Scope, Audit Plan Discussion, Determine of Audit Sample, Transparency and Confidentiality Clarification) 	
15.00 – 17.00	Documents Review <ul style="list-style-type: none"> • Review of previous assessment findings • Verification of Basic Information Mill and Estate • Confirmation of Time Bound Plan • Review of Partial Certification • Verification of P n C documents 	
Tuesday, 12 March 2019		
08.00 – 12.00	<ul style="list-style-type: none"> • Stakeholder consultation to affected communities surrounding the plantations, indigenous peoples, local communities and previous land owners. • Stakeholders consultation to related agencies Field Observation to Muara Kandis Estate <i>Aspect to be verified :</i> <ul style="list-style-type: none"> - Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application), Implementation of Occupational Health & Safety Aspect, Implementation of Employment Procedure and Mechanism Aspect, Implementation of Legal Aspect (Land Ownership, Legal Boundaries. - Implementation of Environmental, and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management), Observation of Workers Facilities (Housing, School, Worship Place), HCV area. 	LEO DWI HSS BYG
12.00 – 14.00	Break	
14.00 – 17.00	Field observation to Muara Kandis Mill : <ul style="list-style-type: none"> • Supply Chain verification (FFB Receiving, Weighbridge), • Implementation of Occupational Health & Safety Aspect, Implementation of Employment Procedure and Mechanism Aspect, security post, FFB Sorting, Processing Activity, Despatch CPO) • Implementation of Environmental aspect, Inspection to Chemical Storage, Hazardous Waste Storage, Fire Control Simulation, POME Pond & land application 	LEO HSS/DWI BYG
Wednesday, 13 March 2019		
08.00 – 12.00	Interview with Gender Committee, Worker’s Union, , Worker’s Cooperative (if any), Local Contractor (for Mill and Estate), Smallholders, Third Party Supplier	DWI

DATE	11 - 15 March 2019	
PLANNED TIME	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
	(if any), local NGO (if any)	
	Field Observation to Muara Tawas Estate Aspect to be verified : <ul style="list-style-type: none"> - Implementation of Legal Aspect (Land Ownership, Legal Boundaries), HCV; - Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application), Implementation of Occupational Health & Safety Aspect, Implementation of Employment Procedure and Mechanism Aspect - Implementation of Environmental, and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management), Observation of Workers Facilities (Housing, School, Worship Place). 	LEO HSS BYG
12.00 – 14.00	Break	
14.00 – 17.00	<ul style="list-style-type: none"> • Continue Field Observation and field observation clarification • Verification of documents and completing checklist 	All Auditor
Thursday, 14 March 2019		
08.00 – 12.00	<ul style="list-style-type: none"> • Continue Field Observation and field observation clarification • Verification of documents and completing checklist 	
12.00 – 14.00	Break	All Auditor
14.00 – 17.00	Interim Meeting (closing meeting preparation)	
Friday, 15 March 2019		
08.00 – 09.00	Closing Meeting	
09.00 – 12.00	PT Djuandasawit Lestari - Lubuk Linggau	All Auditor
14.05 – 15.15	Lubuk Linggau - Jakarta	