

Roundtable on Sustainable Palm Oil Certification R S P O

[✓] Surveillance

Name of Management Organisation : **Bebunga Factory – PT Langgeng Muaramakmur Subsidiary of Sime Darby Plantation Bhd.**
 Plantation Name : **Bebunga Estate, Bakau Estate and Sungai Cengal Estate**
 Location : **Village of Binturung, Sub District of Pamukan Utara, District of Kotabaru, Province of Kalimantan Selatan, Indonesia**
 Certificate Code : **MUTU-RSPO/014**
 Date of Initial Registration : 16 March 2012
 Date of Certificate Issue : 04 August 2017 Date of License Issue : 16 June 2019
 Date of Certificate Expiry : 15 March 2022 Date of License Expiry : 15 March 2020

Assessment	Assessment Date	PT. Mutuagung Lestari Auditor	Reviewed by	Approved by
ASA-1.2	12 to 15 February 2019	M. Arif Yusni (Lead Auditor), A. Faisal Simatupang, Radytio Puspanjana, Briyogi Shadiwa	Ardiansyah	Octo H.P.N. Nainggolan

Assessment	Approved by MUTUAGUNG LESTARI on:
ASA-1.2	11 June 2019

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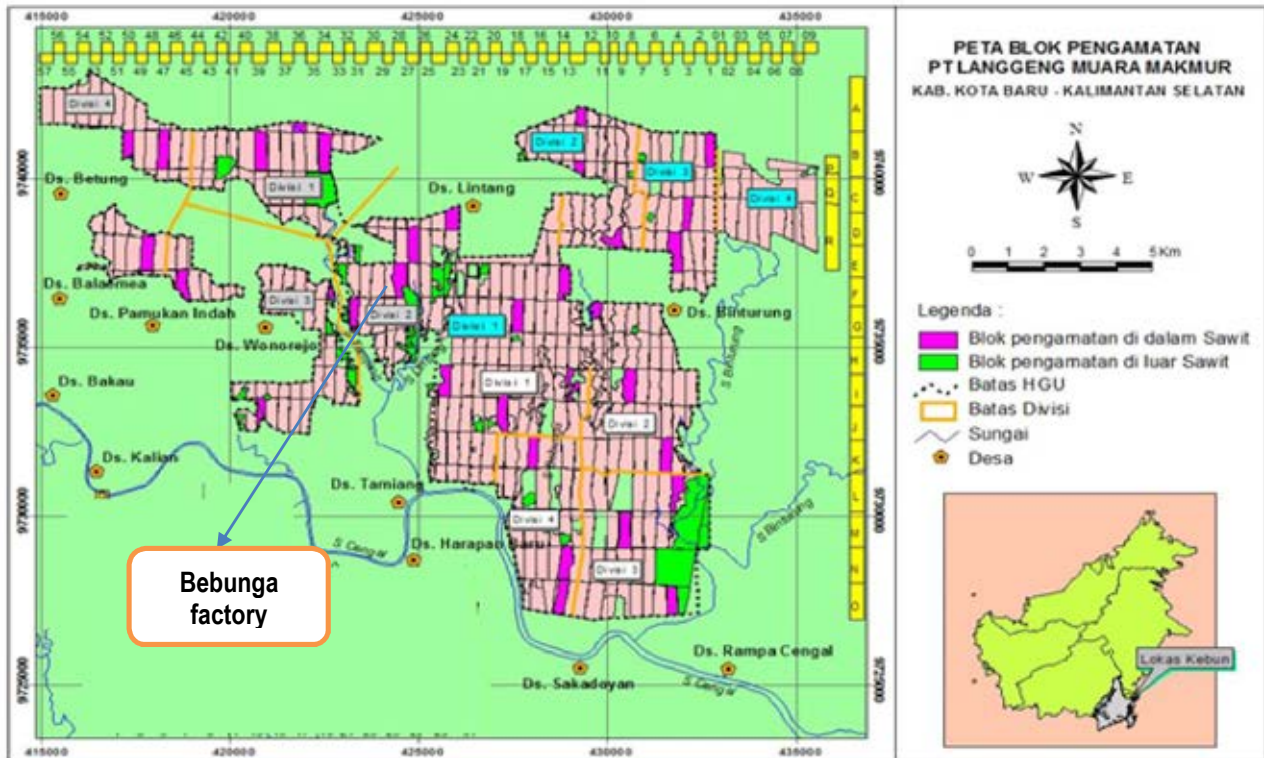
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Figure 1. Location Map of PT Langgeng Muaramakmur



Figure 2. Operational Map of PT Langgeng Muara Makmur



Abbreviations Used

BBE	:	Bebunga Estate
BBF	:	Bebunga Factory
BSS	:	Block Spraying System
BMS	:	Block Manuring System
BKE	:	Bakau Estate
CPO	:	Crude Palm Oil
CSR	:	Corporate Social Responsibility
EFB	:	Empty Fruit Bunch
FFB	:	Fresh Fruit Bunch
GHG	:	Green House Gases
HCV	:	High Conservation Value
HGU	:	<i>Hak Guna Usaha</i> / Land Use Permit
IPM	:	Integrated Pest Management
ISO	:	International Organization for Standarization
ISPO	:	Indonesian Sustainable Palm Oil
KKPA	:	<i>Koperasi Kredit Primer Anggota</i> (Cooperative Credit Scheme)
MUSREMBANG	:	<i>Musyawarah Perencanaan Pembangunan Desa</i>
NGO	:	Non Government Organization
OFI	:	Opportunity For Improvement
OHS	:	Occupational Health & Safety
PK	:	Palm Kernel
PKO	:	Palm Kernel Oil
PKWT	:	<i>Perjanjian Kerja Waktu Tertentu</i> (Temporary Appointment Work Agreement)
POM	:	Palm Oil Mill
POME	:	Palm Oil Mill Effluent
PPE	:	personal protective equipment
PT LMR	:	PT. Langgeng Muaramakmur
PSQM	:	Plantation Sustainability Quality Management
PSD	:	Plantation and Services Department
SCE	:	Sungai Cengal Estate
SCCS	:	Supply Chain Certification System
SOP	:	Standard Operational Procedure
SOU	:	Strategic Operation Unit
WTP	:	Water treatment Plant
WWTP	:	Waste Water Treatment Plan

1.0	SCOPE of the CERTIFICATION ASSESSMENT		
1.1	Assessment Standard Used	<ul style="list-style-type: none">Indonesian National Interpretation Principle and Criteria RSPO 2013 for Indonesia July 2016, approved RSPO Governors 30 September 2016.RSPO Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014 revised on 14 June 2017 (Module D / E for CPO Mill)RSPO Certification System for Principles and Criteria, 14 June 2017	
1.2	Organization Information		
1.2.1	Organization name listed in the certificate	PT Langgeng Muaramakmur, subsidiary of Sime Darby Plantations bhd	
1.2.2	Contact person	Alegandran Maniam	
1.2.3	Organisation address and site address	RSPO registered company: No 2, Plantation Tower Jalan PJU 1A/7 Petaling Jaya,Malaysia 47301 Liaison Office: The Plaza Lt. 36, Jl MH Thamrin Kav. 28-30 Jakarta 10350	
1.2.4	Telephone	+62-21-2992600	
1.2.5	Fax	+62-21-29922686	
1.2.6	E-mail	alagendran.maniam@sime-darbyplantation.com	
1.2.7	Web page address	http://www.sime-darbyplantation.com/	
1.2.8	Management Representative who completed the application for certification	Alagendran Maniam (Head of PSQM Sime-darby Plantation Bhd)	
1.2.9	Registered as RSPO member	1-0008-04-000-00 – 6 September 2004	
1.3	Type of Assessment		
1.3.1	Scope of Assessment and Number of Management Unit	One (1) Palm Oil Mill and three (3) supply bases : Bebunga POM, Bebunga Estate, Bakau Estate, Sungai Cengal 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
			LatitudeLongitude
	Bebunga	Binturung Village, Pamukan Utara Sub District, Kotabaru District, Kalimantan Selatan Province, Indonesia	S 02° 22' 25" E 116° 19' 47"
1.4.2	Location of Certification Scope of Supply Base		
	Name of Supply Base	Location	Coordinate

		Latitude	Longitude
Bebunga Estate	Binturung Village, Pamukan Utara Sub District, Kotabaru District, Kalimantan Selatan Province, Indonesia	S 02° 23' 01"	E 116° 20' 04"
Bakau Estate	Binturung Village, Pamukan Utara Sub District, Kotabaru District, Kalimantan Selatan Province, Indonesia	S 02° 25' 14"	E 116° 19' 42"
Sungai Cengal Estate	Binturung Village, Pamukan Utara Sub District, Kotabaru District, Kalimantan Selatan Province, Indonesia	S 02° 24' 22"	E 116° 21' 47"

1.5 Description of Area Statement

1.5.1	Tenure	
	<ul style="list-style-type: none"> State 	Total area 17,523.99, consist of : <ul style="list-style-type: none"> HGU : 16,361.77 Ha (3,249.22 Ha is excluded from this scope-Lanting Estate) HGU on process : 1,162.22 Ha
	<ul style="list-style-type: none"> Community 	Total scope of this certificate is 14,274.77 Ha

1.5.2 Area Statement

Total area of certificate scope	14,274.77 Ha
Mature area	6,994.95 Ha
Immature area + LC for Replanting	3,817.35 Ha
Emplacement	155.97 Ha
Mill	32.42 Ha
Road, bridges, trhenes	356.97 Ha
HCV	1,017.12 Ha
Swamp, hilly area, river	794.53 Ha
Nursery	21.49 Ha
*Non-permanent enclave (reserve area)	173.70 Ha
Other (Bulking, Air strip)	227.88 Ha
Enclave (Permanent)	682.39 Ha
*Community area inside HGU which not willing to compensate	

1.6 Planting Year and Cycles
1.6.1 Age profile of planting year

Planting Year	Hectarage (Ha)			
	Bebunga Estate	Bakau Estate	Sungai Cengal Estate	Total
1994	118.41			118.41
1995	252.23			252.23
1996	457.30	614.90	817.07	1,889.27
1997	724.94	1102.41	577.61	2,404.96
1998	77.19	69.33	147.59	294.11
1999			222.44	222.44

	2000			348.14	348.14		
	2005			319.29	319.29		
	2006	17.730		180.52	198.25		
	2007			410.78	410.78		
	2008	15.000			15.00		
	2013		109.91	180.10	290.01		
	2014		82.93	149.13	232.06		
	Sub Total Mature Area	1,662.80	1,979.48	3,352.67	6,994.95		
	2014	200.56	222.93		423.49		
	2015	217.59	276.68	165.91	660.18		
	2016	873.8	369.06	332.24	1575.1		
	2017	205.71	214.35	234.36	654.42		
	2018	146.88	164.73	192.55	504.16		
	Sub Total Immature Area	1644.54	1247.75	925.06	3817.35		
	TOTAL	3,307.34	3,227.23	4,277.73	10,812.30		
1.6.2	New Planting area after January 2010		- Ha				
1.6.3	Planting Cycle		2 nd Cycle				
1.7	Description of Mill and Supply Base						
1.7.1	Description of Mill						
	Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)	CPO		Palm Kernel	
				Out put (tonnes)	Extraction (%)	Out put (tonnes)	Extraction (%)
	Bebunga POM	60	125,959.59	25,592.27	20.31	6,521.38	5.17
	*Production data source from 12 months before assessment (February 2018 – January 2019)						
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)	%
	Bebunga Estate	3,958.43	3,307.34	32,445.07	9.81	32,445.07	100
	Bakau Estate	5,342.14	3,227.23	36,527.69	11.32	36,527.69	100
	Sungai Cengal Estate	4,974.20	4,277.73	45,440.82	10.62	45,440.82	100
	TOTAL	14,274.77	10,812.30	114,413.58	10.58	114,413.58	100
	*Production data source from 12 months before assessment (February 2018 – January 2019)						
1.7.3	FFB description from other source						
	Name of sources/Organisation	Type of Organisation		Number of smallholders	Production Area (Ha)	FFB (tonnes/year)	
	Binturung Estate (RSPO Certified)	PT Paripurna Swakarsa, Sime Darby Plantation Bhd		-	3,581.15	3,281.54	
	Sekayu Estate (RSPO Certified)	PT Paripurna Swakarsa, Sime Darby Plantation Bhd		-	2,705.52	3,576.00	

Betung Estate (RSPO Certified)	PT Laguna Mandiri, Sime Darby Plantation Bhd	-	3,238.31	3,076.42
KKPA (RSPO Certified)	PT Laguna Mandiri, Sime Darby Plantation Bhd	260	386	1,612.05
TOTAL				11,546.01

**Production data source from 12 months before assessment (February 2018 – January 2019)*

1.7.4	Product categories	FFB, CPO, PK
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1.8	Tonnage of Product		
1.8.1	Past Annual Claim Certified Product	Last Year Projected Certified Volume (MT)	Last Year Actual Certified Volume (MT)
	• FFB Production	126,500*	125,959.59
	• CPO Production	26,500*	26,484.66
	• Palm Kernel (PK) Production	6,650*	6,627.97

**Extension volume on 19 June 2019*

1.8.2	Product selling	
	Tonnage of selling product	Actual selling product for last year (MT)
	• CSPO sold as RSPO certified product	23,940.96
	• CSPK sold as RSPO certified product	6,554.10
	• CSPO sold under other scheme	-
	• CSPK sold under other scheme	-
	• CSPO sold as conventional	-
	• CSPK sold as conventional	-

1.8.3	Estimate of Certified FFB Claim				
	Name of Estate(s)	Total Area (Ha)	Planted Area (Ha)	FFB (tonnes/year)	Yield (tonnes/ha/year)
	Bebunga Estate	3,958.43	3,307.34	35,365	10.69
	Bakau Estate	5,342.14	3,227.23	39,815	12.34
	Sungai Cengal Estate	4,974.20	4,277.73	49,530	11.58
	TOTAL	14,274.77	10,812.30	124,710	11.53

Projected FFB production for 16 March 2019 to 15 March 2020

1.8.4	Estimate of Certified Palm Product Claim							
	Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)	CPO		Palm Kernel		Supply Chain Module
				Out put (tonnes)	Extraction (%)	Out put (tonnes)	Extraction (%)	
	Bebunga POM	60	124,710	26,813	21.50	6,485	5.20	IP

Projected FFB production for 16 March 2019 to 15 March 2020

1.9	Other Certifications	
	Environment award (Environment ministry award) 2017	Predicate blue
	Others	ISPO (Indonesian Sustainable Palm Oil) – 30 April 2015

1.10	Time Bound Plan					
1.10.1	Time Bound Plan for Other Management Units					
	Management Unit		Estate (Supply Base)	Time Bound Plan	Location	Status
	Mill	Time bound				
		INDONESIA				
1	Sekunyir. PT. Indotruba Tengah	2010	Sekunyir	2010	Seruyan and West Kotawaringin District – Central Kalimantan	Certified
			Seruyan	2010		Certified
2	Manggala. PT. Tunggal Mitra Plantations	2010	Manggala 1	2010	Rokan Hilir District – Riau	Certified
			Manggala 2	2010		Certified
			Manggala 3	2010		Certified
3	Bukit Ajong PT. Sime Indo Agro	2010	West	2010	Sanggau District – West Kalimantan	Certified
			West (HGU on process)	2019		-
			East	2010		Certified
			East (HGU on process)	2019		-
			East Plasma	2010		Certified
			West Plasma	2010		Certified
			Sei Mawang	2019		-
4	Teluk Siak. PT Aneka Inti Persada	2011	Teluk Siak	2011	Siak District – Riau	Certified
			Pinang Sebatang	2011		Certified
			Aneka Persada	2011		Certified
5	Sungai Pinang. PT. Bina Sains Cemerlang	2012	Sungai Pinang	2012	Musi Rawas District – South Sumatera	Certified
			Sungai Pinang (HGU on process)	2020		-
			Bukit Pinang	2012		Certified
			Bukit Pinang (HGU on process)	2020		-
6	Pemantang. PT. Teguh Sempurna	2011	Pemantang	2011	Seruyan and East Kotawaringin District – Central Kalimantan	Certified
			Kawan Batu	2011		Certified
			Hatan Tiring	2011		Certified
			Batang Garing	2011		Certified
7	Alur Dumai. PT Lahan Tani Sakti	2011	Alur Dumai	2011	Rokan Hilir District – Riau	Certified
8	Teluk Bakau. PT. Bhumireksa Nusa Sejati	2011	Teluk Bakau	2011	Indra Giri Hilir District – Riau	Certified
			Nusa Perkasa	2011		Certified
			Nusa Lestari	2011		Certified
9	Mandah PT. Bhumireksa Nusa Sejati	2014	Mandah	2011	Indra Giri Hilir District – Riau	Certified
			Rotan Semelur	2011		Certified
10	Angsana.	2011	Angsana	2011	Tanah Bumbu District	Certified

	PT Ladangrumpun Suburabadi		Gunung Sari	2011	– South Kalimantan	Certified
			Pantai Bonati	2011		Certified
			KKPA-1 PT.SHE	2013		Certified
			KKPA-4 PT.SHE	2013		Certified
11	Mustika. PT Sajang Heulang	2013	Mustika	2013	Tanah Bumbu District – South Kalimantan	Certified
			KKPA-2 PT.SHE	2013		Certified
			KKPA-3 PT.SHE	2013		Certified
			KKPA-5 PT.SHE	2013		Certified
			SAP 1	2020		-
12	Gunung Aru. PT Bersama Sejahtera Sakti	2011	Gunung Aru	2011	Kotabaru District – South Kalimantan	Certified
			Gunung Kemasam	2011		Certified
			Laut Timur	2011		Certified
			Pantai Timur	2011		Certified
			KKPA BSS	2020		-
13	Bebunga. PT. Langgeng Muaramakmur	2011	Bebunga	2011	Kotabaru District – South Kalimantan	Certified
			Bakau	2011		Certified
			Sungai Cengal	2011		Certified
14	Sukamandang PT Kridatama Lancar	2011	Sukamandang	2011	Seruyan and East Kotawaringin District – Central Kalimantan	Certified
			Sapiri	2011		Certified
			Barasdanum	2011		Certified
			Kuala Kuayan	2011		Certified
15	Pondok Labu. PT Paripurna Swakarsa	2012	Binturung	2012	Kotabaru District – South Kalimantan	Certified
			Pondok Labu	2012		Certified
			Rampa	2012		Certified
			Sesulung	2012		Certified
16	Rantau. PT Laguna Mandiri	2012	Rantau	2012	Kotabaru District – South Kalimantan	Certified
			Matalok	2012		Certified
			KKPA Sungai Cengal (1,382 SH)	2014		Certified
			Selabak (PT SAA)	2012		Certified
			Randi (PT SAA)	2012		Certified
			Sangkoh (PT SAA)	2012		Certified
			Lanting (PT LMR)	2012		Certified
17	Betung. PT Laguna Mandiri	2014	Betung	2012	Kotabaru District – South Kalimantan	Certified
			Sekayu	2012		Certified
18	Ungkaya. PT Tamaco Graha Krida	2012	Ungkaya	2012	Morowali District – Sulawesi Tengah	Certified
			Plasma TGK	2020		-
19	Ladang Panjang. PT Bahari Gembira Ria	2012	Ladang Panjang	2012	Muaro Jambi District - Jambi	Certified
			Ladang Panjang (HGU on process)	2020		-

			Plasma BGR	2020		-
20	Rantau Panjang. PT Guthrie Pecconina Indonesia	2012	Rantau Panjang	2012	Musi Banyuasin District – South Sumatera	Certified
			Rantau Panjang (HGU on process)	2020		-
			Bumi Ayu	2012		Certified
			Karang Ringin	2012		Certified
			Napal	2012		Certified
			Napal (HGU on process)	2020		-
			Mangun Jaya	2012		Certified
			Mangun Jaya (HGU on process)	2020		-
			Sungai Jernih	2020		-
			GPI KKPA	2020		-
21	Blang Simpo. PT Perkasa Subur Sakti	2013	Tamiang (PT PPP)	2013	Aceh Tamiang and East Aceh District – Aceh	Certified
			Batang Ara (PT PSK)	2013		Certified
			Blang Simpo-01	2013		Certified
			Blang Simpo-02	2013		Certified
22	MAS. PT Mitra Austral Sejahtera	2020	MAS 1	2019	Sanggau District – West Kalimantan	-
			MAS 1	2019		-
			MAS 1	2019		-
			Plasma MAS	2020		-
23	Lembiru. PT Sandika Nata Palma	2014	Lembiru	2014	Ketapang District – West Kalimantan	Certified
			Awatan	2014		Certified
			Karya Palma	2019		-
			KKPA SNP	2020		-
			Pelanjau (PT BAL)	2019		IC
			Sungai Putih (PT BAL)	2019		-
			Baturus (PT BAL)	2019		-
			KKPA BAL	2020		-
	MALAYSIA					
1	Sg Dingin SOU 1	2010	Bukit Hijau	2010	Kerangan, Kedah	Certified
			Padang Buluh	2010		Certified
			Bukit Selangor	2010		Certified
			Sg Dingin	2010		Certified
			Jentayu	2010		Certified
			Anak Kuli	2010		Certified
			Somme	2010		Certified
2	Chersonese SOU 2	2011	Chersonese	2011	Kuala Kurau, Perak	Certified
			Holyrood	2011		Certified

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

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

			Lambak / Elaeis	2011		Certified
24	Ulu Remis SOU 23	2011	Pekan	2011	Layang-layang, Johor	Certified
			Sembrong	2011		Certified
			Tun Dr. Ismail	2011		Certified
			Ulu Remis	2011		Certified
			Bukit Badak	2011		Certified
			Cenas	2011		Certified
25	Hadapan SOU 24	2011	CEP Rengam	2011	Layang-layang, Johor	Certified
			Kulai	2011		Certified
			Layang	2011		Certified
			Seri Pulai	2011		Certified
26	Sandakan Bay SOU 26	2008	Tun Tan Siew Sin	2008	Sandakan, Sabah	Certified
			Tunku	2008		Certified
			Tigowis	2008		Certified
			Sentosa	2008		Certified
			Saguliud	2008		Certified
27	Melalap SOU 27	2011	Melalap	2011	Tenom, Sabah	Certified
			Sapong	2011		Certified
28	Binuang SOU 28	2009	Tingkeyu	2009	Kunak, Sabah	Certified
			Sungang	2009		Certified
			Jelata Bumi	2009		Certified
			Binuang	2009		Certified
29	Giram SOU 29	2009	Mostyn	2009	Kunak, Sabah	Certified
			Giram	2009		Certified
30	Merotai SOU 30	2009	Imam	2009	Tawau, Sabah	Certified
			Merotai	2009		Certified
			Table	2009		Certified
			Tiger	2009		Certified
31	Lavang SOU 31	2011	Belian	2011	Bintulu, Serawak	Certified
			Kelida	2011		Certified
			Lavang	2011		Certified
			Lavang (SE)	2011		Certified
			Rasan	2011		Certified
			Chartquest	2011		Certified
			Dulang	2011		Certified
			Peroh	2011		Certified
			Pekaka	2011		Certified
			Ruai	2011		Certified
32	Rajawali	2011	Rajawali	2011	Bintulu, Serawak	Certified

	SOU 32		Samudera	2011		Certified
			Semarak	2011		Certified
			Bayu	2011		Certified
33	Derawan SOU 33	2011	Takau	2011	Bintulu, Serawak	Certified
			Damai	2011		Certified
			Derawan	2011		Certified
			Sahua	2011		Certified
LIBERIA						
1	Grand Cape Mount	2018	Matambo	2018	Grand Cape Mount, Liberia	IC
			Grand Cape Mount	2018		IC
			Zodua	2018		IC
			Bomi	2018	Bomi, Liberia	IC
			Lofa	2018		IC
P & G (New Britain Palm Oil)						
1	Poliamba	2012	Kara	2012	Kevieng, New Ireland Province, P&G	Certified
			West Coast	2012		Certified
			Nalik	2012		Certified
			Noatsi	2012		Certified
			Madak	2012		Certified
			North (Smallholders)	2012		Certified
			South (Smallholders)	2012		Certified
			West (Smallholders)	2012		Certified
2	Tetere	2011	Tetere	2011	Gudaicanal, Slomon Island	Certified
			Ngalimbiu	2011		Certified
			Mbalisuna	2011		Certified
			West Zone (Smallholders)	2011		Certified
			Central Zone (Smallholders)	2011		Certified
			MBA East (Smallholders)	2011		Certified
			MBA West (Smallholders)	2011		Certified
3	Sangara, Sambiripa & Mamba	2013	Sangara	2013	Higaturu, Popondetta, Oro, P&G	Certified
			Sumberipa	2013		Certified
			Ambogo	2013		Certified
			Embi	2013		Certified
			Mamba	2013		Certified
			Sorovi (smallholders)	2013		Certified
			Igora (smallholders)	2013		Certified

			Saiho (smallholders)	2013		Certified
			Aeka (smallholders)	2013		Certified
			Ilimo (smallholders)	2013		Certified
4	Gusap	2010	Dumpu	2010	Madang, P&G	Certified
			Surinam	2010		Certified
			Jephcott	2010		Certified
			Gusap	2010		Certified
			Paddox	2010		Certified
			Ngaru	2010		Certified
			Madang VOP (smallholders)	2010		Certified
			Morobe VOP (smallholders)	2010		Certified
5	Hagita	2013	Giligili	2013	Milne Bay, P&G	Certified
			Hagita	2013		Certified
			Waigani	2013		Certified
			Sagarai	2013		Certified
			Padipadi	2013		Certified
			Mariawatte	2013		Certified
			East Gurney	2013		Certified
			West Gurney	2013		Certified
			East Sagarai	2013		Certified
			West Sagarai	2013		Certified
6	Mosa Kumbango Kapiura Namumdo Waraston	2008	Bebere	2008	West New Britain	Certified
			Kumbango	2008		Certified
			Togulo	2008		Certified
			Dami	2008		Certified
			Waisisi	2008		Certified
			Kautu	2008		Certified
			Karausau	2008		Certified
			Moroa	2008		Certified
			Bilomi	2008		Certified
			Loata	2008		Certified
			Haella	2008		Certified
			Garu	2008		Certified
			Daliavu	2008		Certified
			Sapuri	2008		Certified
			Malilimi	2008		Certified
			Rigula	2008		Certified
			Nomundo	2008		Certified

			Navarai / Karato ME	2008		Certified
			Volupai . Lotomgam / Natupi / Goruru	2008		Certified
			Lolokoru	2008		Certified
			Silovoti	2008		Certified
			LSS Hoskin (1,877 Smallholders)	2008		Certified
			VOP East (1,815 Smallholders)	2008		Certified
			VOP Central (1,958 Smallholders)	2008		Certified
			VOP West (1,277 Smallholders)Kaulong / Akamie / Pusiki / Repamira / Sakapei / KDC ME (21 large smallholders)	2008		Certified
			LSS Kapiura (847 Smallholders)	2008		Certified
			VOP Kapiura (551 Smallholders)	2008		Certified
	<p>Sime Darby has achieved 34 management units in Malaysia, 25 management units in Indonesia, 10 management units in P&G that RSPO certified. Total management unit in Sime Darby Plantation Bhd are 34 in Malaysia, 25 in Indonesia and 10 in P&G. In the year of 2016 & 2017 there are three Mill that are no longer operating, and for the supplying base (Estate) is diverted to a mill that is still operating and has been certified RSPO. The mills are:</p> <ol style="list-style-type: none"> 1. Angsana Mini Mill, PT Sajang Heulang: Mill stop operate since 2016 and the supply bases is transfer to Angsana POM, PT Ladangrumpun Subur Abadi. 2. Selabak Mill, PT Swadaya Andhika: Mill stop operate since 2017 and the supply bases is transfer to Rantau POM, PT Laguna Mandiri 3. Pekaka, SOU 34: Mill stop operate since 2017 and the supply bases is transfer to Lavang, SOU 31 <p>A new mill will be set up in Liberia and planned for commissioning in February 2016. Preparation to undergo the RSPO Certification process is in progress and Sime Darby Plantation Bhd targets to undergo RSPO Certification by end 2017. RSPO NPP process has been completed in 2011. Internal assessment against the draft Liberia NI has been completed on 2018.</p> <p>There was change of the Time Bound Plan under Sime Darby on April 2019 cause the Sime Darby postpone the others certification process. Change of the Time Bound Plan explanation: PT Mitra Austral Sejahtera. There are social issue still unresolved from the <i>Serikat Petani Kelapa Sawit</i> (SPKS) Sanggau, however the improvement are in progress. Sime Darby has informed the Time Bound Plan progress, MUTU has consider that Sime Darby still comply with the RSPO requirement for partial certification.</p>					
1.10.2	Progress of Associated Smallholders and Outrowers for Certifiable Standard					
	The part area of associated smallholder (KKPA Sungai Cengal under PT LMR) which supplied to Pondok Labu POM has been certified under PT Laguna Mandiri.					

2.0	ASSESSMENT PROCESS
2.1	Assessment Team
ASA-1.2	<p>1. Moh Arif Yusni (Lead Auditor). Indonesian citizen. Bachelor of Agriculture, majoring in Plant Protection. Has experience as an operational staff at a private oil palm plantation company in Indonesia on 2010 to 2012. Has attended several trainings, i.e.: ISO 19011, ISO 9001; ISO 14001, SA 8000, RSPO lead auditor, ISPO lead auditor, OHS expert, OHS auditor based on National Government No. 50/2012, SCCS, etc. Has conducting ISPO, RSPO and MSPO audit as an auditor and lead auditor with expertise on best management practices for estate and mill, legality, worker welfare, safety, social, environment, conservation, transparency, long term economic management plan and supply chain for palm oil mill aspects. During the audit, he verified OHS, Best Management Practices for mill and estate, long term business plan and transparency.</p> <p>2. Arif Faisal Simatupang (Auditor). Bachelor of Agriculture, from Department of Agriculture Agronomy, Faculty of Agriculture, University of Gadjah Mada. He has successfully completed an RSPO endorsed P&C Lead Auditor Training, RSPO SCCS endorsed Lead Auditor Training, Indonesian Sustainable Palm Oil (ISPO) Lead Auditor Training, Management System Certification ISO 9001-2008 Lead Auditor Training, Environmental Management System ISO 14001 Lead Auditor Training, ISO 17021 and ISO 17065 Awareness Training, Management of High Conservation Value (HCV) Training, Social Accountability SA 8000 Training. He has four years of working experience as a Field Assistant on oil palm Plantation Company in Indonesia. Since 2014, he works as an auditor of RSPO and ISPO in the aspects of legal, social, best management practices of mill and estate, OHS, employment, and environmental. In this audit he is responsible for assessing the aspects of land legality, social, and SCCS.</p> <p>3. Radytio Puspanjana (Auditor). Indonesian Citizen. Bachelor of agriculture, majoring in Soil Science. Agriculture Faculty. He was working as honorarium Officer at the Riau Province Plantation Agency in the division of huge estate for 1 year. The participated trainings are Survey and Mapping (GIS) Training which was held by National GMIT, ISPO auditor training, ISO 9001/2008 auditor training, ISO 14001/2004 auditor training, IHT Geospatial Information System, IHT High Conservation Value, IHT Environmental Impact Assessment, IHT Green House Gas and RSPO Lead Auditor Course by Checkmark Training. Since 2015 has been following many audit as auditor base on Best Management Practice and Environment. Aspect audit: Environment, HCV, GHG under supervised by Arif Faisal Simatupang.</p> <p>4. Briyogi Shadiwa (Auditor Trainee). Indonesian citizens. Diploma 3 of Oil Palm Plantation. He has 7 years working experience since 2009 as Agronomy Assistant and Agronomy Quality Control in several private oil palm plantation companies in Indonesia. The training has been followed include: ISPO Auditor Training by LPP, RSPO Lead Auditor Course by Checkmark Training, Lead auditor ISO 9001: 2015, Awareness SMK3, Lead Auditor ISO 14001: 2015, Awareness OHSAS 18001: 2007 and OHS Expert. During this audit, he assigned to verify Integrated Pest management, communication procedure and Worker Welfare under supervised by Moh Arif Yusni.</p>
2.2	Assessment Methodology, Assessment Process and Locations of Assessment
2.2.1	Figure of person days to implement assessment
ASA-1.2	<p>Number of auditors : 3 auditor and 1 auditor trainee</p> <p>Number of days for ASA-1.2 at site : 4 days</p> <p>Number of working days for ASA-1.1 at site : 12 Working days</p>
2.2.2	Assessment Process
ASA-1.2	<p>The assessment was conducted by measuring the sufficiency of implementation with the consistency done by the PT Langgeng Muaramkmur to the requirements of Indonesian National Interpretation of RSPO Principles and Criteria 2013, Endorsed by BOG on September 2016 and RSPO Supply Chain Certification Standard for Organization seeking or holding certification. Adopted by the RSPO Board of Governors on 21st November 2014, revised on June 2017 (General COC & Module D for CPO Mill)</p> <p>The assessment was conducted in three methods: (1) document review, aiming to observe the sufficiency of types or substances from required documents; (2) <i>interview</i>, aiming to obtain more detailed information and cross check the information; and (3) field observation, aiming to observe directly the sufficiency of implementation on site.</p> <p>Some opportunities for improvement of the results ASA-1.2 delivered by the MUTU auditor to the management unit</p>

and the results are the subject will be verified at the next assessment phase ([ASA-1.2](#)).
Improvement of findings from main assesment findings were observed by auditors at this [ASA-1.2](#) assessment. All information obtained was recorded in Check List of PT Mutuagung Lestari (MUTU) and part of [ASA-1.2](#)

The assessment program please find Appendix 2

2.2.3 Locations of Assessment

ASA-1.2

The sampling location consider the issue arose from the review documents and stakeholder's consultation that are fundamental and crucial. On this assessment sample locations that visited and respondent that interviewed by team auditor are:

BEBUNGA POM

- **WWTP.** Observation on WWTP, indication of waste overflow, OHS implementation, and interview with worker about worker welfare, OHS, and company's policies.
- **Sterilization Station.** Field observations and interviews with 2 workers related to technical work, employment and OHS.
- **Boiler Station.** Field observations and interviews with 1 worker related to technical work, employment and OHS.
- **Engine / Generator Station.** Field observations and interviews with 1 worker related to technical work, employment and OHS.
- **Hazardous Waste Temporary storage Warehouse.** Observation related to environment and OHS aspect
- **Workshop.** Field observations and interviews with 2 workers related to technical work, employment and OHS.
- **General Warehouse.** Field observations and interviews with 2 workers related to technical work, employment, environmental aspects and OHS.
- **Chemical Warehouse.** Field observations and interviews with 2 workers related to technical work, employment, environmental aspects and OHS.
- **Ramp loading.** Field observations and interviews with 1 worker related to technical work, employment and OHS.
- **Empty Bunch Area.** Field observations related to solid waste management and environmental aspects.
- **WTP.** Observations and interviews related to water management, recording of water use, health checks, PPE and waste management.
- **Fuel tank.** Observation the store condition, emergency facility procedure and availability of MSDS and PPE workers used.
- **Security Post and Weightbridge.** Observation and interview related FFB receiving, recording in accordance with SCCS requirements.
-

SUNGAI CENGAL ESTATE

- **Body shower of spraying team and mixing area (BSS & BMS).** Observation the conditions body shower room and PPE handling.
- **Generator room.** Observation generator room and interview with worker related to waste management, OHS implementation, training, and worker welfare aspect.
- **Water pump room.** Observation generator room and interview with worker related to waste management, OHS implementation, water management and worker welfare aspect.
- **Workshop.** Observations and interviews with workers related to the management and implementation of health safety, and social worker and hazardous waste management.
- **Used Fertilizer Sack Warehouse.** Observations related to the implementation hazardous waste management.
- **Housing Complex Sungai Cengal.** Observation and interview with residents about housing facilities, domestic waste management, and complaint mechanism.
- **Clinic of Sungai Cengal.** Observation First aid rooms reasonably clean condition, medical waste recording, labor medical check up and work accident.
- **Landfill Block H24.** Observation about domestic waste management.

- **HCV Area Block G08.** Observation the implementation of management in HCV area, figure *hutan sumur tujuh* and figure *water source sumur tujuh*.
- **Replanting of 2019, Block K21.** Observation on mechanical land preparation, soil and water conservation by planting LCC.
- **Replanting area of 2016, Block K22.** Observation on mechanical land preparation, soil and water conservation by planting LCC.
- **Harvesting and FFB transport, Block G6.** Observation and interview with harvester and foreman on their understanding towards technical, safety, manpower, environment and conservation aspects, as well as company facilities.
- **Anorganic Fertilization, Block K25.** Interview with aplicator and foreman on their understanding towards technical, safety, manpower, environment and conservation aspects, as well as company facilities.
- **Land demarcation and HGU Pole No. LMR 03.** Observation of aspect of land demarcation and maintenance of HGU pole.

BEBUNGA ESTATE

- **General Storage.** Field observations and interviews with 2 workers related to technical work, employment, environmental aspects and OHS.
- **Chemical Warehouse.** Field observations and interviews with 2 workers related to technical work, employment, environmental aspects and OHS.
- **BSS house.** Field observations related to environmental aspects and OHS.
- **BMS house.** Field observations related to environmental aspects and OHS.
- **Fire fighting equipment Warehouse.** Field observations related to environmental aspects and OHS.
- **Workshop / Traction.** Field observations related to environmental aspects and OHS.
- **Hazardous Waste Storage.** Field observations related to environmental aspects and OHS.
- **Nursery area.** Field observations and interviews with 3 workers related to technical work, employment, environmental aspects and OHS.
- **Polyclinic.** Observation and interviews with paramedic workers regarding health facilities and infrastructure.
- **Emplacement of Bebunga Estate employees.** Observation related to facilities and infrastructure provided by the company.
- **Landfill of Bebunga Estate.** Observations related to domestic waste management and environmental aspects
- **Replanting area of 2016, Block E8 dan E9.** Observation on mechanical land preparation, soil and water conservation by planting LCC.
- **Hilly area, Block E8 and E9.** Observation on soil and water conservation by implementing individual and contour terrace, as well as planting LCC.
- **Water Irrigation Facility (reservoirs and irrigation channels), Block B7.** Observation on continuous improvement, anticipate the dry season by making reservoirs and irrigation channels for oil palm.
- **Spraying Pest of *Oryctes rhinoceros*, Block B06.** Observation and interview with supervisor and aplicators regarding to safe working practices, OHS and worker welfare aspects.
- **Land demarcation and HGU Pole No. LMR 16.** Observation of aspect of land demarcation and maintenance of HGU pole.
- **HCV of Danum Bolon Source Water.** Observations marking of HCV areas and RTE information signboard, prohibition of burning , hunting and illegal logging of natural trees
- **Harvesting and FFB transport, Block E5.** Observation and interview with harvester and foreman on their understanding towards technical, safety, manpower, environment and conservation aspects, as well as company facilities.
- **Land application Block G 18.** Observation about flat bed condition, indications of spillage or overflow of liquid waste, and interviews with workers related to tasks, responsibilities and aspects of employment
- **Monitoring Wells C16.** Observations related to the implementation water management and water quality.
- **Occupation Area (Enclave).** observation related the area that not willing to be compensated

BAKAU ESTATE

- **Body shower of spraying team and mixing area (BSS & BMS).** Observation the conditions body shower

	<p>room and PPE handling.</p> <ul style="list-style-type: none"> - Generator room. Observation generator room and interview with worker related to waste management, OHS implementation, training, and worker welfare aspect. - Workshop. Observations and interviews with workers related to the management and implementation of health safety, and social worker and hazardous waste management. - Water pump room. Observation generator room and interview with worker related to waste management, OHS implementation, water management and worker welfare aspect. - Used Fertilizer Sack Warehouse. Observations related to the implementation hazardous waste management. - Housing Complex Bakau Estate. Observation and interview with residents about housing facilities, domestic waste management, and complaint mechanism. - Clinic of Bakau Estate. Observation First aid rooms reasonably clean condition, medical waste recording, labor medical check up and work accident. - Landfill Block G38. Observation about domestic waste management. - HCV Area Block A05. Observation the implementation of management in HCV area, figure cave. - HCV Area Block F36. Observation the implementation of management in HCV area, figure forested area. - HCV Area Block A12. Observation the implementation of management in HCV area, figure water source <i>sumur tujuh</i>. - Harvesting, Block B 3/4 Observation and interview regarding procedure, FFB Quality and harvesting round, OHS, and worker welfare. - Spraying Activity Block E36 Observation on safe working practices and interview with the spraying workers related type of pesticides use according to the procedure and also worker welfare. - Manuring Activity Block B36 Observation on safe working practices and interview with the spraying workers related type of pesticides use according to the procedure and also worker welfare. - Land demarcation and HGU Pole No. LMR 10 and 09. Observation of aspect of land demarcation and maintenance of HGU pole. <p>Bulking area. Observation and interview of personnel in charge related to process of CPO stored from Sekunyir factory and process of CPO dispatch to buyers.</p> <p>Public Consultation</p> <ul style="list-style-type: none"> - Pamukan Utara Sub-district Head - Head of Bina Swadaya Village Cooperative Unit - Desa Mulyoharjo/ Desa Sebangau - Labor Union - Gender Committee - Labour Agency
2.3	Stakeholder Consultation and Stakeholders Contacted
2.3.1	Summary of stakeholder consultation process.
ASA-1.2	<p>Summary of stakeholder consultation process</p> <p>Consultation of stakeholders for PT Langgeng Muaramakmur was held by:</p> <ol style="list-style-type: none"> 1. Public notification in Website of PT Mutuagung Lestari on 28 January 2019 (https://bit.ly/2UwE3wl) 2. Conducted and interviews via telephone with related agencies (Labor Agency,) in Kotabaru Regency on February 13, 2019. 3. Conducted interview with the Pamukan Utara Sub-District Head on February 13, 2019. 4. Consultation with the local community (Head of the Bina Swadaya Village Cooperative, Sebangau Village/ Mulyoharjo Village) on February 13, 2019 5. Public consultation with internal stakeholders (representatives of Bipartite Workers' / LKS and cooperative management) on February 14, 2019. 6. Consultation with relevant NGOs via e-mail on February 5, 2019.
2.3.2	Stakeholder contacted

	<i>Please find appendix 1</i>
2.4	Determining Next Assessment
	The next visit (ASA-1.3) will be determined 8 – 12 months after the date of certificate

3.0. ASSESSMENT FINDINGS

3.1. Summary of Assessment Report of the RSPO Certification

MUTUAGUNG LESTARI has conducted an assessment of Bebunga POM – PT Langgeng Muaramakmur Subsidiary of Sime Darby Plantation Bhd operation consisting of one (1) mill and 3 (three) oil palm estates.

During the assessment, there were six (6) Nonconformities were assigned against Major Compliance Indicator; three (3) nonconformities were assigned against Minor Compliance Indicators and seven (7) opportunities for improvement were identified.

Further explanation of the non-conformities raised and corrective actions taken by the company are provided in section 3.5. The company has already prepared and implemented the corrective actions that had been reviewed and accepted by Auditors in form of documentation evidences i. e (document record/photographic/etc...). Those corrective actions taken that consist of six (6) Major non-conformities and two (2) Minor non-conformities has been closed out shall be verified during next assessment.

MUTUAGUNG LESTARI found that Bebunga POM – PT Langgeng Muaramakmur subsidiary of Sime Darby Plantation Bhd 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), RSPO P&C Certification System 2017 and RSPO Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014 revised on 14 June 2017 (Module D for CPO Mill).

Therefore MUTUAGUNG LESTARI Recommends RSPO Certification of compliance is continued

Ref Std.	VERIFICATION RESULT of MUTU-Certification	
PRINCIPLE #1 COMMITMENT TO TRANSPARENCY		
1.1	Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.	
1.1.1	<p>The certificate holder has procedure for information demand from another relevant stakeholder in SOP Request of Information No. 050/LMR-INF/C11 rev.01 dated 19th February 2016 which describe the types of information that can be accessed by public such as:</p> <ul style="list-style-type: none"> • Document for land clearing area, mature and immature plan • List of facilities and infrastructure • Employee document (BPJS payment and employee salary) • OHS Plan • Assessments and plan for SEIA • HCV documents • Pollution reduction and mitigations plans • Negotiation procedures • Public summary and certification assessment reports • Etc. <p>The entire information above can be easily accessed by stakeholders and document that not list above is confidential document. Based on the interviews with the surrounding community it is known that they have understood the procedure of requesting information to the company by sending a request for information.</p>	

The CH shown the implementation of corrective action on NC 2018.01 related mandatory reporting. Based on the results of document review related to providing mandatory report to the government, it is known that the CH able to show the all reporting records related to it, such as Compulsory Report of Manpower in 2018.

1.1.2

Procedure for respond to stakeholder is also written on SOP Request of Information No. 050/LMR-INF/C11 rev.01 dated 19th February 2016. It explains the kind of documents that can be accessed publicly and the time given to respond the request for information from stakeholders. Based on procedure, the time to respond to information if it does not require approval from the Department Head is 1 week. If head department approval is required, the response time is 1 month.

Based on the result of the documents review related to information request from stakeholder is known that during 2018 there is no requests for information, but letters of invitation, or requests of fund of facility. The CH shown the implementation of corrective action on NC 2018.02 related response of incoming letter. All of incoming letter related to invitation, or requests of fund of facility has been responded by CH.

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 certificate holder has procedure for information demand from another relevant stakeholder in SOP Request of Information No. 050/LMR-INF/C11 rev.01 dated 19th February 2016 which describe the types of information that can be accessed by public such as:

- Document for land clearing area, mature and immature plan
- List of facilities and infrastructure
- Employee document (BPJS payment and employee salary)
- OHS Plan
- Assessments and plan for SEIA
- HCV documents
- Pollution reduction and mitigations plans
- Negotiation procedures
- Public summary and certification assessment reports
- Etc.

The entire information above can be easily accessed by stakeholders and document that not list above is confidential document. Based on interviews with surrounding community, known that the stakeholders understand how to obtain information from the certificate holder.

The certificate holder maintains records of request for information and responses under on each unit management. Based on the result of the documents review related to information request from stakeholder is known that during 2018 there is no requests for information, but letters of invitation, or requests of fund of facility.

Status: Comply

1.3

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

1.3.1

CH has code of conduct No. 440/HRM-COC/07 dated 24th May 2007, available in Indonesian Language. This code of conduct explains that CH has a commitment to building a mutually beneficial long-term relationship with stakeholders, such as optimally enhancing shareholder value, treating employees equally in all aspects. Does not engage in political activity and is not affiliated to the political party nor does it make any contribution concerning political activity and is not allowed to provide, offer or accept anything of value which may be categorized as a bribe to or from customers, angry providers & services or government officials and others so Influence the desired decision. Based on interview with workers,

labor union, representatives of gender committees, as well as local contractor known that they understood about code of integrity and ethical behavior.

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

Certificate holder shown evidences over its compliance toward the applicable regulation related to the aspects of legality, employment, OHS, environment, good agricultural practices and good manufacturing practices. For example there were evidences of compliance toward the land use legality, compliance toward the environment regulation such as land application permit, hazardous waste temporary warehouse permit, and report of environmental management and monitoring plan, and compliance toward employment such as minimum payment in according Governor regulation. However there is opportunity for improvement (OFI) related to the existing temporary worker agreements has been reported, but there are several new temporary worker agreements in the January 2019 period that have not been reported to the Manpower Office. This will be verified again in the next assessment. **OFI.**

2.1.2, 2.1.3 & 2.1.4

The Management Unit already has a list and a copy of the applicable laws and regulations. The legal requirements documentation system contained in the Legal Requirements Procedure (No. Policy 301/PSQM-ESH/11) was established on February 1, 2016. Responsible for identification, inventory and evaluation of regulatory compliance are ESH Manager. Internal audits are conducted once a year to ensure the implementation of compliance with the law. Internal audits related to legal compliance in 2018 has been carried out and has been stated in the document of Evaluation of Fulfillment of Regulations dated August 18, 2018.

The CH has a list of legal requirements contained in the document Evaluation of Fulfillment of Regulations (update dated August 18, 2018), however based on the results of the document review, it is known that:

1. Does not contained the list of regulations that issued since 2013.
2. Has not been contained the latest regulation, but not limited such as:
 - Agricultural Minister Regulation No. 5 of 2018 concerning Opening and / or processing of Plantation Land without Burning.
 - Law 39 of 2014 concerning plantations.
 - Manpower Minister Regulation No. 9 of 2010 concerning transport and lifting equipment operators
 - Manpower Minister Regulation No. 38 of 2016 concerning Occupational Safety and Health of power and roduction equipment.
 - Minister of Environment Decree No. 45 of 2005 concerning guidelines for preparing reports on the implementation of the RKL-RPL report.
 - Agricultural Minister Regulation No. 11 of 2015 related ISPO
 - Regulations relating to the latest Minimum Wages.
 - Manpower Minister Regulation No. 5 of 2018 concerning Occupational Safety and Health at the Work Environment.
 - Environmental Minister Regulation No.5 of 2018 concerning Standards and Certification of Competency of Responsible Operators for Wastewater Treatment and Responsible for Water Pollution Control.
 - Law No. 101 of 2014 concerning the management of hazardous waste..

The legal register document does not yet contain all regulations / laws that support the company's operations. **Based on that's explanation raised Non Conformity No 2019.01 With Minor Category**

2.1.2 Minor

Status: Non conformity No. 2019.01

2.2

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

2.2.1

The Certificate holder has had land title covering **16,361.77 hectares** based on land title certificate no 12 year of 1997 covering 15,533 ha and land title certificate no 04 in 1998 covering 828.774 ha. From the total Land title owned there is area covering 3,249.22 Ha included the scope of certification of PT Swadaya Andika (Lanting estate). Meanwhile there is an area covering $\pm 1.162.22$ ha in process to obtain land title. Based on that's information the total of certification area are **14,274.77 Ha**.

The process for obtaining the land title constrained due to conflict with Segendang Village community. The area has been measured on 07 May 2018. Information from PSD staff, the current status is needed to revise the land map with the release of plasma areas and areas that cannot be compensated. Based on situation above the progress about land title process became opportunity for improvement.

2.2.2

Procedure of legal boundary (or BPN poles) monitoring and maintenance was presented in document 057/LMR-PPBC/C13. The procedure mentioned that estate management shall conducting monitoring annually a year. The certificate holder has had list and map of boundary stones from National Land Agency along with a list of coordinates. Documents verifications its known there is 66 main boundary stones and 330 additional boundaries stones. Monitoring of boundaries stones has been done by the CH on 2018. Besides monitoring the company also conducted maintenance of boundaries pole with conducted repaint and cleaning the area surrounding poles.

2.2.3; 2.2.4; 2.2.5

Documents verifications, interview with managements and local community (Village of Sebangau and Head of Subdistrcit of Pamukan Utara obtained information since ASA 1.1 conducted until ASA 1.2 there is no land conflict in PT LMR the land dispute has been resolved in 2014. The results of interviews with representatives including previous land owner obtained information if that the entire operational area of the company had been compensated. The compensation process involved all community witnessed also by the Village Head, Customary leader, Sub district. Until the audit was carried out, there was no written complaint from the community regarding the land dispute.

Although PT LMR has gained land rights legally but there are still many people using and cultivating in permit Area. The company has had the Area Statement map who described various land use in permit Area, included occupation area width. That's area managed by community are palm oil, rubber or horticulture. In other information, there is no significant land conflict in PT. LMR

2.2.6

In conflict resolution SOP has been explained that any problems and conflicts will be settled by mediation and deliberation, and if no agreement is reached it will be resolved by legal means (court or police). The company does not use mercenaries in maintaining peace and order, and based on interviews with the villages mentioned there has been no act of confrontation and intimidation by the company.

	Status: Comply	
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2.3

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

2.3.1, 2.3.2, 2.3.3, 2.3.4

Based on SIA and HCV documents it is found that there are no other customary rights and traditional rights within the operational area of PT LMR. The entire compensation process has been settled by the company and evidence of compensation has been verified during the ST-2 (1st cycle certificate). The compensation process involved all community witnessed also by the Village Head, head of sub district and etc.

The company has been shows the evidence of land compensation to related party. The sample of process land compensation present to land owner was sighted, The copy was made in Bahasa and known by all relevant parties. Although the legal status, acquired land is located within the Land Use Title area of the company, which is in the law the company is controlled legally. These process was involve of land owner and approved by head of village and head of sub district. The documented process of land compensation was signed by related party, filed in each estate

	Status: Comply	
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PRINCIPLE #3 Commitment to long-term economic and financial viability		
3.1		
There is an implemented management plan that aims to achieve long term economic and financial viability.		
3.1.1		
<p>The certificate holder has a company long term management program which documented on business plan for period 2019-2023. The plan has covers projection on production cost on estates and mill, nursery, buildings, roads and drains, plantable reserve land, unplantable reserve land (HCV etc), replanting, production (FFB, CPO and PK), extraction rate (OER and KER), transportation, expenditure, manpower, products price (FFB and CPO), revenue and cost analysis. This long-term budget plan has made by the respective estates and mill Manager, proposed to the General Manager (GM), evaluated by Senior GM and approved by the Head of Plantation Sustainability Quality Management (PSQM).</p>		
3.1.2		
<p>The company has shown replanting program as well as its maps (scale 1:50,000). In general, replanting program for the next five years period (2018/2019 to 2022/2023) were projected for 892 ha; 1,036 ha; 557 ha; 667 ha and 493 ha, respectively. According to document review and information estate from management unit, it was informed that there was replanting plan in SCE in the near future, while BBE has been conducted since 2015/2016. In addition, company show record about the replanting realization, such as 195.83 ha in 2018 for Bebunga Estate.</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>Same as the previous assessment, the company has procedure (SOP) of oil palm Agronomy for Minamas Plantation Group which presented in document of Agricultural Reference Manual Policy No. 110/EST-ARM/13 dated September 1st, 2013, signed by the Head of Plantation Upstream Indonesia. The SOP describes techniques on palm material preparation, nursery, planting and replanting, land preparation, harvesting management, field upkeep, manuring, by-product application (EFB and POME), canopy management, water management and management in peat soil, standard of ripeness, ablation, palm protections, weeds control, LCC planting and rainfall recording.</p> <p>That's procedure is available on audit site and written in appropriate language that is easily understandable for all workers. Based on a field visit on Spraying Block C36/35 (BKE), Harvesting Block B3/4 (BKE), Fertilizing Block B36 (BKE), the activities have complied with the related procedures. All workers knowing and can demonstrated the activities based on that procedures.</p>		
4.1.2 & 4.1.3		
<p>Same as the previous assessment, the Company has a master list of best management practices (Best Management Practices) as well as inspection documents for the implementation of such procedures as set forth in the Inspection Conclusion Paper Worksheet (LK3P) which contains Root cause, Corrective Action; Plantation advisory report related to PQR, GCA Report and management review.</p> <p>The last sustainable internal audit has been done on 22 to 28 December 2018. All of the findings has been fulfilled such as, provide P2K3 program and human rights socialization.</p>		
	Status: Comply	
4.2		
Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.		
4.2.1		
<p>Same as the previous assessment, procedure of soil fertility management was presented in document policy No. 110/EST-ARM/13 part 8 about manuring. SOP mentioned that manuring recommendation must be based on leaf and soil sampling analysis. Leaf sampling and soil sampling analysis should be carried out once and every five years, respectively. The former analysis has carried out by Minamas Research Centre (MRC) in Pekanbaru, Riau, while the latter was carried by Research Institute of University of Lambung Mangkurat in Banjarmasin, Kalimantan Selatan. Parameter measured on leaf</p>		

analysis are macronutrient (N, P, K, Ca, Mg and Mn) and micronutrient (Fe, B, Zn and Cu) content (in %) while in soil analysis are nutrient retention (pH, % organic-C, CEC), available nutrient (N-total, P-total, available-P, K-dd and Mg-dd), soil properties (texture, drainage class, rooting depth), etc. Visual assessment of palm vigour land field condition by Agronomist was also carried out every 6 months to monitoring nutrient status change. Records of leaf and soil sampling are available (presented in Indicator 4.2.3). According to manuring recommendation program in 2018/2019, it could be concluded that calculation of fertilizer rates were derived from leaf and soil analysis. Furthermore, actual time of application has follows the schedule recommended by MRC Agronomist team. The record of analysis document stored in estate office with appropriate language.

4.2.2 & 4.2.3

Records of fertilization activities are well recorded by the company which among others explain about the type of fertilizer, the number of workers, work performance and the dose used. For example in the Fertilizer Use Data Document Period June 2018 until Dec 2018 which explains the use of per type of fertilizer compared with the production of FFB per year, For Bebunga Estate among others as follows: Rock phosphate 285,100 Kg; HGFB 19,650 Kg; NK Blend 601,200 Kg. and for Bakau Estate as follows: Rockphosphate 337,250 Kg; HGFB 23,400 Kg; NK Blend 721,750 Kg. The realization of fertilization is suitable with the budget which company made. The last LSU conducted on September 7th, 2018. Soil analysis conducted every 5 years, the last analysis done on December 4th, 2015.

4.2.4

The Company has a strategy of recycling nutrients, such as the use of the EFB and POME for organic fertilizer. By-products application was documented in monthly Estate Manager report chapter monthly work realization, realization of manuring report and by-product realization report. EFB dosage recommended were varies 40 ton/ha, which depends on field condition. The remaining trees from the replanting are also part of the nutrition cycle strategy as organic fertilizer (just like empty bunch).

Status: Comply

4.3

Practices minimize and control erosion and degradation of soils.

4.3.1 & 4.3.2

Critical land management strategies and other soil issues are contained in the SOP on land preparation and manuring in the Minamas Agricultural References. Company has documents of Soil Survey Semi Detailed and Land Suitability for Oil Palm Plantation PT Langgeng Muaramakmur period 2016 - 2021. Documents mapped the distribution of soil type in scale of 1: 50.000. The geographical reference is the map of Kalimantan Island as well as the map of South Kalimantan Province.

Management policies for planting on the slopes are indicated by Soil and river protection policy MINAMAS issued by the Executive Vice President declaring that land with a slope of > 200 on new planting or replanting activities should not be planted. Planting on sloped land that only has a slope of 0 – 200 while the land slope of more than 200 (40%) is not planted and allowed to maintain biodiversity. For flat and slope areas <20 0 pretreatment using LCC to reduce the impact of erosion and run-off.

Auditor has visited Hilly area on Block E8 and E9 related to contour terrace implementation. The implementation has suitable with company regulation.

4.3.3

Program of road maintenance listed on Company Work Plan & Budget vs Realization Period 2018/2019, for example plan and realization until October 2018 for each Estate are:

Divisi	Realisasi Peningkatan Mutu Jalan (Mtr) s/d Oktober 2018															
	Batu Putih				Batu Sirtu				Batu Kuarindo				Total			
	CR	MR	Akses	Total	CR	MR	Akses	Total	CR	MR	Akses	Total	CR	MR	Akses	Total
I	6,000	2,610		8,610	2,730	3,320		6,050	8,420	2,530		10,950	17,150	8,460	-	25,610
II	9,000	5,000		14,000	2,270	2,230		4,500				-	11,270	7,230	-	18,500
III	3,650	1,250		4,900	1,720	1,420		3,140				-	5,370	2,670	-	8,040
IV	500			500				-				-	500	-	-	500
BBE	19,150	8,860	-	28,010	6,720	6,970	-	13,690	8,420	2,530	-	10,950	34,290	18,360	-	52,650

Divisi	Realisasi Peningkatan Mutu Jalan (Mtr) s/d November 2018															
	Total				Batu Putih				Batu Sirtu				Batu Kuarindo			
	CR	MR	Akses	Total	CR	MR	Akses	Total	CR	MR	Akses	Total	CR	MR	Akses	Total
I	1674	0	0	1674	1674	0	0	1674	0	0	0	0	0	941.5	0	941.5
II	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
III	0	0	0	0	0	0	0	0	0	0	0	0	0	2425.4444	0	2425.4444
IV	0	0	0	0	0	0	0	0	0	0	0	0	0	1927.1944	0	1927.1944
SCE	1674	0	0	1674	1674	0	0	1674	0	0	0	0	0	5294.1389	0	5294.1389

The table inform about realization of utilization road with gravel for each division. Based on interview with company staff, the realization is over from budget due to the high level of road damage caused by the rain, thus disrupting the transportation activities of FFB.

4.3.4 & 4.3.5

Based on information from Estate Manager Bebunga and Bakau Estate it is known there is no peat area in PT Langgeng Muaramakmur. Its reinforced by the result of semi-detailed soil survey and land suitability period 2016 - 2021 issued by Minamas Research Center team. Soil type identified in PT LMR is Alfisol, Entisol, Inceptisol, and Ultisol.

4.3.6

The marginal area categories found in PT LMR are rock areas and low / sulfuric acid areas. Management carried out such as:

- Rock area: by applying EFB as mulch as well as organic fertilizer so as to maintain soil fertility
- Avoid spraying herbicides in all area and ensure spraying selectively (e.g. prohibition of spraying buffer zone area).
- Sulfuric Acid (SCE) areas: In areas that have sulfuric acid include Fields C049, C048, C047, C046, C045, C044, C043, C042, C041 (746 ha), water levels must be optimized between 45 - 60 cm below ground level . Periodic acidic washing should be performed during the rainy season prior to the dry season. Steps to overcome the low / acid sulphate area is done by taking care of the floodgates, realizing the ditch washing program and maintaining the water level.

Status: Comply

4.4

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

4.4.1

CH has water management plans contained in:

1. The hydrological impact and water quality management plan covers the management of erosion and runoff, water management in low-lying areas and monitoring of surface water quality contained in environmental documents (ANDAL 1995 and DLH 2011).
2. Management of swamps, springs, streams, wells and reservoirs contained in the HCV identification document, 2009. It contains the management of Swamp area in Block C028, C032, C036, C040, C 043 and C046, Management of Wells in Seven Blocks C 019, Buffer Zone Management and Reservoir Boundary Management. The Management Activities consist of a ban on chemical applications in established HCV areas, installation of HCV signboards, planting and maintenance of tree species in the HCV area as well as socialization of HCV area management to employees and surrounding communities.
3. Wastewater treatment with WWTP and utilize it in licensed application areas.

4. Monitoring the use of water for palm oil processing.

CH has implemented water management plans for example;

1. Based on document verification and field visit at Lomu River Bebunga Estate block A12, and water source block A12 Bakau Estate observation boundary shows that there is no indication of chemical application in the area, does not conduct replanting activity in designated HCV areas, Planting Mahogany species (*Swietenia macrophylla*) in the Bebunga River and Lempang River crossings.
2. Based on the document review, the Company has consistently monitored the quality of surface water, wastewater, erosion rates in locations specified in AMDAL documents and Land Application Permits. For example monitoring the water quality of the Tamiang River, Lintang River, Bebunga River and water source.
3. Based on the results of interviews with workers stating that the Company gives full access to the utilization of water from the water source of the Observer especially during the dry season.
4. The Company has conducted daily monitoring of water by using Flow meter and determining the target of water use.
5. Water quality parameter test in housing complex accordance to Healthy Minister Regulation No 416 year of 1990.

In addition, briefly also explained that the water used must meet the criteria set and if it does not meet the criteria then there must be special processing. The certificate holder has implemented the plan for example the protection of river border by not applying the chemicals at a distance of 50 meters from the side of the trench, monitoring the use of water every month for processing, monitoring water quality every 6 months and submitted to the Agency Environment by conducting surface water quality testing.

Based on field visit audit ASA 1.2 the company already done water source management accordance with SOP for Watershed Protection, such as:

- Signboard prohibition chemical application on riparian.
- Signboard of HCV area, prohibition of hunting, and poisoning fish.
- Determination of river buffer zone with a distance of 50 meters left-right of riparian.
- Natural vegetation.

Major 4.4.2

CH has a water and wetland identification map based on the HCV Assessment document of PT Laguna Mandiri in December 2009 by YASBI. The certificate holder has protected water bodies and wetlands. Based on field observation in HCV 4 which is a trough in Lomu River Bebunga Estate block A12, and water source block A12 Bakau Estate. Management recommendations based on HCV identification results are rehabilitation with local native tree species 10 meters wide or adapted to local slope conditions. Based on observations, the company has allowed wild plants to grow around the trough (bush condition) and other than that the company also does not allow any chemical-related activities in the five palm of the trough's edge (there are marked marks). The certificate holder also does not perform the replanting of the riparian.

Based on interviews with sprayers with Sungai Cengal Estate and Bakau Estate, it is known that sprayers do not spray on water or river with a distance of 5 palm.

4.4.3

CH has licensed the utilization of liquid waste to be applied to the land (Land Application) based on the Decree of Regent Kotabaru No.: 503/06 / IPAL-BPPTPM / 2016 dated 21 December 2016 concerning Permit for Utilization of Wastewater to Land at Oil Palm Plantation Activities PT LANGGENG MUARAMAKMUR in North Pamukan District, Kotabaru Regency, valid for 5 years.

Monitoring of BOD has carried out every month regularly and reported to Environment Agency every three month. Evaluation and water sampling in WWTP outlet were carried out by accredited laboratory. Based laboratory testing, it could be concluded that testing results from January to October 2018 were accordance with regulation of the environment minister Number. 28/2003. Based on observation to WWTP, it was found that flow meter was well functioned and there were no spills to the land. Furthermore, the certification also has had land application permit and there is no issues from stakeholders related to land application.

Base on field visit in land application area in Bebunga Estate Block G18 shows the area were well maintained. There was no leakage that flows outside the area. Based on public consultation with village representation, there was no issues regarding to river pollution especially in in to the river that across the village.

4.4.4

CH has recorded its actual water use. The average water use per ton FFB for period of January – December 2018 still accordance with budget standard 1.84 m³/ton FFB, actual is 1.58 m³/ton FFB. Base on field visit at the WTP indicates the water usage meter (Flow meter) is functioning, the water record used is performed by the WTP operator daily and recapitulated on the monthly report by Clerk Administration of Process.

Verification February 15, 2019

Actual water use of Bebunga POM period January 2017 to April 2018, there are several months of water usage above the budget. This is due to the use of water for housing emplacement, management mess and replacement of management mess pool water every 2 weeks, for the purposes of swimming pool activities and PT LMR staff on holidays. The company can show records of actual Air usage for processing water.

Based on root Cause analysis, evidence of the improvement shown and the preventive action plan presented, NC has been comply.

	Status: Comply	
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4.5

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

4.5.1

The company has SOP document of plant-disturbing organisms Observation and Control in ARM Policy No. 110/EST-ARM/13 Chapter 15 about plant protection which covers early warning system, census and analysis, biological and chemical pest population management and monitoring. The estate management has a program of integrated pest management and its realization which presented in monthly committee meeting report.

Based on the review of census recapitulation document and pest control of the period until December 2018, there's no caterpillar attack, *ganoderma*, bag worm and rat attack for Sungai Cengal and Bakau Estate were found, so the company did not take control measures. Based on field observations, the auditor also did not find significant attacks of Pest both in each estates. However, the company carried out pest control activities for rhinoceros beetle (*Oryctes*) using pheromone traps (in blocks B4 and B5 Bebunga Estate) and insecticide spraying controls made from cypemethrin (block B6). This is because the census results have exceeded the threshold (> 5% / ha).

4.5.2

Company has Records of the training implementation for staff who are involved in the implementation of integrated pest management, for example:

- Training of Competency, Safety for Pesticide Spraying & Buffer Zone Socialization at Sungai Cengal Estate in 29 March 2018, attended by 24 workers.
- Training of Competency, Safety for Pesticide Spraying & Buffer Zone Socialization at Bakau Estate in 21 March 2018, attended by 21 workers.

Based on field observation (foreman of spraying team and division assistant), the company has carried out the principle of integrated pest control starting with initial detection before carrying out control.

	Status: Comply	
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4.6

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

4.6.1 & 4.6.2

Same as the previous assessment, the company has pesticide procedure on Procedure ARM Policy No. 110/EST-ARM/13 Chapter 15 about plant protection mentioned that the use of agrochemical should be based on census analysis evaluation when the level of incidence is more than threshold limits. In order to avoid P&D (include weeds) resistance and prophylactic uses of pesticide, estate management had substitute and/or rotate the use of pesticides for the same target,

for example, in term of broad leaf control such as *Ageratum conyzoides*, *Boreiva alata* and *Mikania micranta*, the use of Metafuron 20 WG (Methyl metsulfuron) could be substitute with Kenlon or Dalopir 480 EC (Triclophyr butoksi ester). Moreover, biological control has also adopted such as planting of beneficial plants (*Turnera subulata* and *Antigonon leptopus*) for leaf eating caterpillar population control, where easily found on the main and collection roads during filed observation, pheromone trap for rhino-beetle (*Oryctes rhinoceros*) control and conducting barn owl (*Tyto alba*) for rat's population control. CH already had the records of pesticides use in Document Monitoring Pesticide Usage per Hectare Period 2018. The document has included information about active ingredients used and their LD50, area treated, amount of active ingredients applied per Ha and number of applications

Based on documents verifications and observation to chemical storage has shown evidence that the used pesticides have received permission from the government. Based on interview with workers in block C36/35 (Bakau Estate) and block B6 (Bebunga Estate), worker knowing the pesticide spraying procedure (dosage, PPE, target weeds) based on that procedures. Based on field observation (spraying team and chemical warehouse), the workers can demonstrate how to used pesticide based on company regulation.

4.6.3

Same as previous assessment, Integrated Pest Management Plan is contained in the Minamas Plantation Agricultural References Manual. Implementation of the SOP as :

- The integrated rat control program is conducted by conducting census and monitoring every 3 months. If the census results indicate an attack rate exceeding 5% is controlled by rodenticide. Besides conducting census and monitoring, the company also implements biological control by using natural rat predators that are barn owl.
- The integrated control of Leaf-Eating Caterpillar is done by a combination of biological and chemical controls. The census results determine what control measures will be taken. The Company also undertakes the planting of beneficial plants as part of biological control.
- The IPM of *Oryctes Rhinoceros* is done by combination of manually, Physic, chemical, and mechanic.

The use of pesticides has been documented by each unit management that explains the name of the active ingredient, LD50, % active ingredients, the number of applications, the total active ingredients used, the total FFB production, pesticides units / Hectare, application hectare and the amounts of pesticide / hectare. Based on that document, company is classified as stable and tends to decrease in the use of pesticides, for example there is a reduction in the use of cypemetrin (*Sentrin*) and the use of glyphosate (*Ken-up*) in 2018 than 2017 period.

4.6.4

Based on pesticide used records in 2018/2019 which presented in Indicator 4.6.1 and 4.6.2, it could be concluded that there is no pesticides listed in WHO Appendix 1A and/or listed in Stockholm or Rotterdam Convention as well as paraquat. However it was noted stock of Racumin (coumatetralyl) which classified into Appendix 1B WHO in each estates. Based on document review, there are no use of racumin during 2018/2019 period. To reduce rat bait uses, estate management has adopting barn owl application. The company stated that the use of class 1B (coumatetralyl) pesticides was used only if pest attacks increased (mice) and the company had also tried to prioritize biological control using owls (by applying barn owl in each estate). The company does not use materials other than coumatetralyl which categorized 1B.

4.6.5

Company has Records of the training implementation for staff who are involved in the implementation of integrated pest management, for example:

- Training of Competency, Safety for Pesticide Spraying & Buffer Zone Socialization at Sungai Cengal Estate in 29 March 2018, attended by 24 workers.
- Training of Competency, Safety for Pesticide Spraying & Buffer Zone Socialization at Bakau Estate in 21 March 2018, attended by 21 workers.

Based on the results of interviews with spraying workers, it is known that the PPE is given free of charge by the company (Gloves, Apron, Glasses, and masks). Workers also keep and wash the work tools at the washers that have been provided at BSS House (not taken home appliance). Workers also understand the technical activities of workers by explaining technical work ranging from spraying, weed targeting, and avoiding spraying in riparian areas. Based on field observation the spraying team used appropriate PPE and in accordance with risk identification (HIRAC Document).

4.6.6

CH has a SOP of material management and the displacement, explained the material characteristics and hazardous chemicals. Based on field observation in agrochemical warehouse of Sungai Cengal Estate, Bebunga Estate and Bakau Estate, it is known that storage is arranged in accordance with material (liquid / granules), available secondary containment, spill kit, signboards and hazardous symbols, Material Safety Datasheet (MSDS), chemical logbook, emergency response, personal protective equipment and OHS management.

Based on field visit known storage of pesticides in nursery warehouses is accordance with Pesticide Storage and Ex-Pesticide Storage SOP with document No. 039 / LMR-PST / C9, such as :

- Used pesticide container transported by officer to hazardous storage lisenced (Mill) every month.
- Pesticides should be stored in a safe place, separate from fertilizers, foodstuffs, and water sources.
- Each type of pesticide must be placed separately according to their characteristics and ingredients.

4.6.7

The company shows the record of training materials and socialization, and the content of the material has covered the risks of work (HIRAC) in the application of pesticides.

Based on interviews with spraying workers (both at Bakau Estate and Bebunga Estate), the workers were able to explain the spray technique, the use of PPE, the prohibition of working in spray for pregnant and lactating women, washing the PPE in the space provided and not taking PPE home. This is in accordance with the training that has been given the company. In addition, operators (pesticide spray team) carry food stored in transportation vehicles (trucks). When the break time arrived, the operators ate on the block which was not applied by pesticides and the foreman brought clean/fresh water (in the form of gallons) as a hand washing tool. This is sufficient to minimize the risk of poisoning.

The procedure for implementing safety reporting is found in the Job description of safety officer. In addition, CH consitently socialize the mechanism for carrying out knapsack washing, mixing materials, handling the tools used in spray work and MSDS in the nursery warehouse so that all employees involved in pesticides on the nursery area understand the correct rules and can apply them. Also, CH Attach the mechanism of mixing the material and how to handle the equipment used in several place (e.g. BSS House and Nursery warehouse).

4.6.8

Based on field observation and information form estate management, it was informed that there were no pesticide application by plane through the air. All pesticides has applied through spraying and trunk injection

4.6.9

The company already provided information about pesticide handling for every workers through warnings posted in division offices, access to all employees in view of MSDS (Material Safety Data Sheet) and related training on pesticide handling. Records of training for spraying activity of estate workers and smallholders conducted on November 26, 2018. Materials provided included technical application of pesticides, OHS, PPE, and first aid in the event of poisoning.

4.6.10

CH has Procedure of pesticide storing and used pesticide container (039 / LMR-PST / C9 dated December 1, 2010) thats explained used pesticide container was returned to the temporary hazardous storage. However, based on field visit, found that used pesticides container, stored in civil warehouse and warehouse harvest equipment division 1 Bakau Estate.



Related this matter the company doesn't shown evidence used pesticide container has been managed in accordance with the procedures. **Based on that's explanation raised Non Conformity No 2019.02 With Minor Category**

4.6.11

The company showed documents related to periodic checks for high-risk workers. The company displays the results of the latest periodic checks for PT Langgeng Muaramakmur period January 13, 2019 with details of 54 Spray worker of Bebunga Estate, 55 Spray Worker of Sungai Cengal Estate, 70 Spray Worker of Bakau Estate, 34 Bebunga Estate Fertilizer Employees, 15 Sungai Cengal Estate Fertilizer Employees, 8 Warehouse Officers, 31 Workshop Employees, 9 Laboratory Employees, 20 Operators of Bebunga Factory. Health examinations include physical, blood, urine, and cholinesterase examinations carried out by the PT Langgeng Muaramakmur Central Clinic at Bebunga Estate. From the results of the document review, it was found that all employees were diagnosed as healthy (within normal limits).

Based on the results of the interview with the workers in the field, it is known that they have conducted periodic health checks held by management through the company's paramedic team. Based on field observation, there's no indication that workers get irritation caused by pesticide.

4.6.12

There is a mechanism for female workers who are breastfeeding or pregnant, the date passed January 1, 2013, explained that female workers who are pregnant or breastfeeding submit a written report to the assistant who is then recommended by an assistant to be examined by a nurse or midwife, if proven pregnant, it will be transferred to an unrelated section with chemicals. This is explained in the BSS SOP & Usage BSS No. 018 / LMR-BSS / C3 dated 1 December 2010.

Based on interview with women worker, they know that they are restricted for working with chemical material when pregnant or breastfeeding.

Minor 4.6.10	Status: Non-conformance No. 2019.02 with Minor category	Open
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4.7

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

4.7.1

Policy related to OHS still the same as previous assessment, namely policy OHS passed by CEO Minamas Plantation dated December 2011. Based on interview with workers known that they have been known about the OHS policy. They also said that assistant perform morning briefing every day before starting work. CH constantly ensure that the Occupational Health and Safety Plan Program documents in the RSPO secretariat are in good condition by the CH Sustainability Administration Office PIC.

4.7.2

CH has undertaken an analysis and identification of the hazards and risks that may arise from the operations of the Mill and Estate. CH can demonstrate hazard identification risk assessment and control (HIRAC) documents Estate and Mill, among others, informing the type of work, hazard, risk, risk level, risk control, risk level after control and PIC.

However, based on the results of field visits and interviews with management it is known that there are several Risk Controls that have not been implemented such as:

- Fertilizer loading and unloading workers were found in the Bakau Estate who did not use safety shoes and

respiratory protection.

- Used knap sack for pesticide are placed in the public warehouse division 1 Bakau Estate (Not in BSS House).

Based on the objective evidence, the OHS implementation is not in accordance with the company's Hazard Identification and Risk Assessment and OHS Control documents. **Based on that's explanation raised Non Conformity No 2019.03 With Major Category**

Based on field observation on emplacement, it's found that some workers who sell gasoline in a emplacement without adequate management. **OFI**

4.7.3

Based on field observation the spraying team, boiler operator, grading workers, harvesting workers, pressing operators used appropriate PPE and in accordance with risk identification (HIRAC Document).

Based on the results of interviews and field observations at the Bebunga POM, Bebunga Estate, Bakau Estate and Sungai Cengal Estate it is known that workers buy their own PPE (shoes) if damaged. The auditor also found records of PPE administration last January 2018 (there was no evidence of replacement records). From the results of the review of the document "Personal Protective Equipment" (No.:001/LMR-APD/C1), it is explained that *"Entrepreneurs (Companies) provide PPE for free which is needed by workers in accordance with the potential hazards in the workplace or environment as described in this procedure"*. Based on the objective evidence, the Company has not implemented the implementation of OHS according to the procedures it has. **Based on that's explanation raised Non Conformity No 2019.04 With Major Category**

4.7.4

Certificate holder has identified those responsible for implementation of OHS program formed in P2K3 structure. Based on interview with Labour Agency Kotabaru District, company has P2K3 and OHS Officer in accordance with the regulations.

The company has a P2K3 structure approved by the Head of Kotabaru Regency Manpower and Transmigration Office Number: KEP-566.077 / P2K3 / Naker-2 / II / 2017 concerning Ratification of the Occupational Safety and Health Committee in the Company on January 31, 2018 with Chairman Puji Sasmito and secretary of Suprpto, K3 Expert Appointment Letter with certificate No. reg. 14941 / PK3 / AJ / 31/2014 / P0 and SKP No. KEP. 7847 / M / DJPPK / VII / 2014 dated 16 July 2014 with a validity period of 3 years. The company filed the latest P2K3 structure changes due to the transfer of employees. A submission letter has been given to the South Kalimantan Provincial Manpower Office on February 11, 2019 with details of the latest P2K3 organizational structure:

- Chairman: Oscar Tamba
- Secretary: Arif Sucipto (No. Ser.17.10857 / AK3 / U / XII / 2017, valid for 3 years since December 4, 2017)
- Deputy Chairman: Norjani Sanusi
- Members: 20 employees

Currently it is still in the process of being changed by the related department. **OFI**

4.7.5

Company has made efforts to prevent emergencies and accidents. Company has procedures related to the handling of emergencies and accident investigation in SOP Emergency Response Situation (No.Doc. 062/LMR-TPD/E9 dated 1 December 2010). Company has emergency facilities and infrastructure such as fire extinguisher, first aid kit, hydrant, water tank, and other supporting equipment. Based on field observation in mill for e.g. at boiler station known that hydrant are functioned properly and the fire extinguishers there check and monitored every month (checklist of inspection provided in each fire extinguisher).

Based on field observation at Bebunga Estate, Bakau Estate, Sungai Cengal Estate and Bebunga POM, it is known that the contents of first aid box are available as determined by the company. As well as interviews with foreman in Block B6 (Bebunga Estate), block B3/4 (Bakau Estate) and Block G6 (Sungai Cengal Estate) that foreman are also able to explain the function of each tool in the first-aid box. Monitoring first aid kit has been conducted regularly every month, if there is

use of it must be noted on the form provided, and first aid kit that is used it must be replenished and reported Sustainability staff. Based on field observation in POM and each Estates office, it is known that the company already provided evacuation road and muster point.

4.7.6

The company showed documents related to periodic checks for high-risk workers. The company displays the results of the latest periodic checks for PT Langgeng Muaramakmur period January 13, 2019 with details of 54 Spray worker of Bebunga Estate, 55 Spray Worker of Sungai Cengal Estate, 70 Spray Worker of Bakau Estate, 34 Bebunga Estate Fertilizer Employees, 15 Sungai Cengal Estate Fertilizer Employees, 8 Warehouse Officers, 31 Workshop Employees, 9 Laboratory Employees, 20 Operators of Bebunga Factory. Health examinations include physical, blood, urine, and cholinesterase examinations carried out by the PT Langgeng Muaramakmur Central Clinic at Bebunga Estate. From the results of the document review, it was found that all employees were diagnosed as healthy (within normal limits).

Based on the results of the interview with the workers in the field, it is known that they have conducted periodic health checks held by management through the company's paramedic team.

4.7.7

Company already had recorded of work accidents in Kalimantan Region Accident Report (Period June – December 2018) that inform date, name of victim, site of accident, number of accidents, loss of work days, and category of an accident and cause of the accident.

The company shows an accident investigation report resulting in a loss of work day (Employee Division 1 Bebunga Estate), where employees (No. *BPJS Ketenagakerjaan*: 15026087203) experienced eye injuries during harvesting. The company has claimed *BPJS Ketenagakerjaan* on September 19, 2018.

Status: Comply

4.8

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

4.8.1

Certificate holder has had the identification of personnel competence matrix unit year 2019 for every unit. The training is intended for the whole staff and workers, as well as contractors worker. The training program has covered all aspects of the RSPO principles and criteria, OHS awareness, FPIC concept in the process of compensation and conflict resolution, environment, good agricultural and manufacturing practices, etc.

4.8.2

Based on verification of the training documentation, all the training programs of 2018 have been conducted. Training programs for the estate covered harvesting, maintenance, manuring, spraying, integrated pest management, fire extinguishers, OHS, first aid response. The training program for the mill has included SCCS, security, purchases, cashiers, weighbridge station, all processing stations, electricity, workshops, WTP, and laboratories. While for contractors include OHS, HIRA, safe working attitude, driving discipline, and use of PPE. Field observations and/or interviews with workers in Mill and Estates it is known that the workers have received regular training and guidance from supervision, they have understood the safe working practices. They have been performed the operational activity in every unit, in accordance with the procedure.

Status: Comply

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

5.1

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

5.1.1

CH has several environmental documents as follows:

1. Environmental Impact Analysis Document (ANDAL) of Oil Palm Plantation and Plant on behalf of PT. INDOAGRI INTIPLANTATION (PT Laguna Mandiri, PT LANGGENG MUARAMAKMUR, PT Paripurna Swakarsa and PT

- Swadaya Andika) Year 1994. The scope for PT. Langgeng Muaramakmur.
- Reserve area of 21,840 Hectare (Recommendation of Kotabaru district Number. 525/05 / REK / EKO January 27 and South Kalimantan Governor Decree Number. SK.07 / PL.84 / 1989 / BPN-43 May 31, 1989) for 60 tons of FFB / hours mill capacity.
 - Document of Management Plan and Environmental Monitoring Plan (RKL-RPL) for Mill and Estate PT. LANGGENG MUARAMAKMUR in Subdistrict Pamukan Utara, District Kotabaru.
 - Environmental Impact Assessment Document (ANDAL) approval by Oil Palm Plantation and Palm Oil Plant by Head of Bureau of Planning, Secretary, Secretary of Central Commission, Ministry of Agriculture number. 008 / ANDAL / BA / II / 1995 February 27, 1995. RKL and RPL approval number. 048 / RKL-RPL / BA / III / 1995 March 30, 1995.
 - CH has developed Environmental Impact Assessment (DPLH) in 2011 has been legalized by Paser Environmental Agency (BLH) number 660.1 / 210 / DPLH / BLH2011 May 24, 2011. Recommendation DPLH covering area 1,213 hectare, located Batu Engau and Tanjung Harapan Subdistricts, Paser Regency, East Kalimantan Province.
 - Social Environment Impact Assessment study by Aksenta in September 2012, the document has outlined the plan to reduce the negative impacts and improve positive impacts from replanting activities

5.1.2 & 5.1.3

The certificate holder shows the environmental management plan documents to prevent negative impacts such as Air quality and noise, soil fertility and erosion, overflow, water quality, waste, social aspect, public health, labor recruitment, Increased income of the community and employees and smallholder scheme and others listed in the Environmental Management Plan / Environmental Monitoring Plan Implementation Report. The Environmental Management Plan / Environmental Monitoring Plan Implementation Report is routinely reported every semester to the Environment Department of Kotabaru District, such as Environmental Management Plan / Environmental Monitoring Plan Implementation Report of Semester I 2018 Rantau Kotabaru POM Environment Agency September 3, 2018.

Based on the document of Environmental Management Plan / Environmental Monitoring Plan Report of Semester I 2018, monitoring procedures have been incorporated in the plan. Implementation of environmental management & monitoring was described in RKL-RPL implementation report. Based on the RKL-RPL implementation report of semester 1 of 2018 known there isn't negative impact caused by CH.

Status: Comply

5.2

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

5.2.1

The Company has identified HCV in 2009 in cooperation with YASBI (Indonesian Sustainable Palm Oil Foundation). Implementation of HCV Assessment is guided by the Guide of Identification of High Conservation Value Areas in Indonesia published by Consortium of HCV Revision Toolkit Indonesia on July 12, 2008. Based on the result of HCVA study, in PT. LMR contains high conservation habitat (HCV) areas, namely:

- HCV 1 : Bakau (26.84 ha), Bebunga (54.20 ha) and Sungai Cengal (236.76 ha)
- HCV 2 : Sungai Cengal (222.66 ha)
- HCV 3 : Bakau (26.84 ha), Bebunga (29.00) and Sungai Cengal (233.27 ha)
- HCV 4 : Bebunga (51.17 ha) and Sungai Cengal (225.76 ha)
- HCV 5 : Bebunga (25.20 ha) and Sungai Cengal (3.10)
- HCV 6 : Sungai Cengal (3.40 ha)

For scope audits Bebungan POM PT Langgeng Muaramakmur areas CH with HCV are 1,017.12 Hectare and there is Swamp, hilly area, river 794.53 Hectare.

In the document has been described about the landscape situation around PT LMR and not identified the existence of protected forest / conservation area set by the government. However, there is still a secondary forest vegetation cover to the north of Bakau Estate and Sempada river in the area of PT LMR as well as functioning as a corridor connecting PT LMR working area with the secondary forest ecosystem.

Identified flora and fauna among others:

- Flora; 406 plants identified from herbaceae, shrubs, lianas and trees. Of the 406 identified species, no plant species are protected in accordance with PP. 7 of 1999 and UU No 32/2009.
- Fauna; Identified 26 Mammalian species and there are 9 protected species according to Government Regulation No. 7 of 1999 for example Kubung malaya (*Cynocephalus variegatus*), Trenggiling (*Manis javanica*), Bekantan (*Nasalis larvatus*), Hedgehog (*Hystrix brachyura*), Sigung (*Mydaus javanensis*) Sero threshold (*Aonyx cinerea*), Tiger root (*Felis bengalensis*), Trish (*Tragulus javanensis*) and Kijang (*Muntiacus muntjak*); 76 species of birds and there are 5 species protected by the Government Regulation No. 7 of 1999 such as gold pekaka (*Pelargopsis capensis*), white belly Kangkareng (*Anthracoceros albirostris*), Kipasan stripes (*Rhipidura javanica*), Raja honey (*Aethopyga siparaja*) and Pijantung kecil (*Arachnothera longirostra*); 10 types of reptiles and 1 of which are protected by PP. 7 Year 1999 namely monitor lizard (*Varanus boorneensis*)

5.2.2, 5.2.3 and 5.2.4

The company has HCV management plan document period of 2018, the program consist of :

- Riparian area management (HCV boundaries marking and maintaining, marking of chemicals application borders, HCV socialization to surrounded community and workers, planting of erosion control plants and HCV area patrols)
- Management and monitoring of RTE species.
- To conduct species identified protection.
- Implementation of company procedure related to HCV management, such as prohibition policy on all employees to hunt, maintain animals protected by the law set forth in SOPs for Wildlife Handling and Protected Flora Preservation (Document No. 033 / LMR4-PSL / C7, Rev 1, dated 01 December 2010) Includes including sanctions provided by the company to the offending employee.
- HCV monitoring (monitoring of HCV attribute, monitoring of HCV in three monthly basis and monitoring of HCV rehabilitation).

Programs to socialize the status of protected, rare, threatened or endangered (RTE) to all workers, including records of appropriate sanction disciplinary measures to any individual working for the company who is found to capture, harm, collect or kill these species was conducted periodically. The certificate holder shows evidence related to employee socialization and training, including:

- Socialization document of RTE species Bebunga estate to nearest Village October 6, 2018.
- Socialization document of RTE species Lanting estate to nearest Village September 13, 2018.

Based on field visit on riparian Lomu river block A12 Bakau Estate known that the HCV area has been managed well and in accordance with the management plan. CH was able to shows monthly monitoring of fauna and monitoring/maintenance of marking HCV poles which conducted monthly. It was reported that there were no conflict between human and wildlife.

Based on interview with workers known that the socialization related to protected species and HCV has been done. There's HCV signboard, RTE information signboard and marking of chemicals application riparian.

Monitoring of RTE species has been conducted routinely (every semester), the monitoring result will be the input in the next monitoring plan. CH was able to shows evidence of receipt note document of flora and fauna identified in implementation monitoring and management HCV semester 1 2018.

HCV management plan which is integrated with HCV identification documents, explained: management activities, period of management and monitoring, PIC (HCV officer), and enhancement review for next HCV program. For example evaluation monitoring HCV signboard will be increased in the next program.

5.2.5

Based on field visits on HCV 6 (cemetery) Block J15, Sungai Cengal Estate shown the location of HCV Area is within HGU but still in local communities (Binturung villagers). CH has presented of Agreement with Binturung people on June 10, 2017 to maintain the sacred cemetery area.

Status: Comply

5.3**Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.****5.3.1 and 5.3.2**

The certificate holder has identified waste sources, documented and managed. The document covers the source of the waste, the name of the waste, the type of waste, the classification and storage area. For example housing produces a type of solid waste such as plastic, food waste and paper / leaf that belongs to the classification of nonhazardous waste, then the storage place in the trash can or landfill. Other examples such as workshops produce solid and liquid waste types such as used oil, used batteries, second-hand filters included in the hazardous waste classification, then their storage at hazardous waste temporary warehouse.

Hazardous waste generated from operational activities such as Mill and Estate likes used filters, used oil, cotton waste fabric scrap, battery scrap, pesticides used containers, used lamp, etc are stored in the Hazardous Waste Temporary Storage licensed PT LMR. Permit form by Kotabaru Regent's Decree, number 188.45 / 255 / KUM / 2016, related Temporary Hazardous and Toxic Hazardous Storage Permit to PT Langgeng Muara Makmur Bebunga POM, Sub-District Pamukan Utara, Kotabaru Regency, dated March 29, 2016 and valid for 5 years commencing from the date of the issuance of this Bupati Decree.

Base on field visit at the Hazardous Waste Temporary Storage Bebunga POM note that storage in accordance with the capacity and roofed to protect from rain, has an air circulation, has a lighting system, fire extinguisher, eyewash/shower, secondary containment, first aid boxes, alarm, SOP emergency response, log book, balance hazardous waste boards, labels and symbols hazardous waste.

Based on the results of field observations in the hazardous waste temporary warehouse at Sungai Cengal Estate and Bakau Estate (temporary hazardous waste storage prior to hazardous waste temporary warehouse licensed), there are SOPs installed SOP Management of hazardous waste & Nonhazardous waste, document number PLB3 & BB3, dated August 8, 2010, point 5.1.2 j. explained that the period of transit of hazardous waste from the transit (estate) is 15 days, the estate must immediately send hazardous waste to the hazardous waste temporary warehouse Licensed.

Record management Hazardous Waste, included in reporting management hazardous waste quarter period October to December 2018 addressed to environment agency. The Training And socialization to spraying workers, about ex pesticide container disposal. All discarded containers of chemicals generated by Estate and Mill, placed in hazardous waste warehouse.

CH represents Agreement letter Hazardous Waste management PT Langgeng Muara Makmur - Bebunga POM and PT Balikpapan Environemntal Service (PT BES), number BES/103/MKT/III/2018 March 11, 2018 valid 1 years. For clinical waste, CH own Agreement with Sengayam Treatment Center, West Pamukan District. Letter of agreement with number 003/PLK-S/limbah M/IX/2018 valid 1 years.

5.3.3

Record management Hazardous Waste, included in reporting management hazardous waste quarter period October to December 2018 addressed to environment agency. Hazardous waste management recorded several documents, consist of:

- Company has Logbook (Hazardous Waste Warehouse) period October to December 2018
- Company has Balance Hazardous waste warehouse reported period October to December 2018
- Company has Agreement Letter, PT Balikpapan Environemntal Service (PT BES) for transporter Hazardous waste.
- Company has shipping manifest Hazardous waste warehouse, period September 8, 2017 and September 7, 2018.

Base on field visit in Temporary storage hazardous & toxic waste PT LMR – Bebunga POM there is a Material safety Data Sheet, oil traps, fire extinguisher, First aid Kit, Emergency shower. Based on Interview with officer of hazardous waste the officer has been known related management in accordance with procedure of hazardous & toxic waste.

Base on field visits in the boiler station any a fiber and shell is used as fuel. Remaining fiber shell and placed so did not result in pollution and potential fire.

From processing operations in Mill also produce waste in the form of air emissions from the boiler chimney activity, and generators, as well as the noise emanating from the operational turbines, generators, polishing drum rotation, nut creeker. The shape management by measuring the air quality and noise on a regular basis, such testing December 22, 2018. The results of the emission test parameter generator with NO₂, SO₂, CO, particulate, opacity, and flow rate in accordance with the quality standards established at Regulation Of Governor Kalimantan Selatan Number. 70 year 2008.

Management POME done in WWTP before disposal land application accordance permit Kotabaru District number 503/06/IPAL-BPPTPM/2016 December 21 2016 and valid for 5 years. WWTP is equipped with aerobic and anaerobic Pond, so that does not exceed the quality standards. CH also has testing POME quality every month, accordance Minister Decree environmental agency number 28/2003.

CH has Domestic Waste Management (No. 001 / SOP-TPSA / III / 2014 dated March 4, 2014) in section 5.2 states that waste disposal to landfill least 1 km from the housing complex and a minimum of 200 meters from riparian, and if the garbage is fully, the hole is closed and makes a new hole.

based on the results of field visits at the Waste Disposal site, it is known that:

- Sungai Cengal Estate Block H 24 domestic waste is not dumping in landfill and is in a burning.
- Bakau Estate Block G 34 domestic waste is not is not dumping in landfill.



(picture 1)



(picture 2)

Related on the objective evidence the company cannot shown evidence that domestic waste has been managed in accordance with the procedures. Based on that's explanation raised Non Conformity No 2019.05 With Major Category, due to recurring Non Conformity.

Minor 5.3.3	Status: Non Conformity No 2019.05 With Major Category
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5.4

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

5.4.1

The Company already maximizing the use of renewable energy (fiber & shell) as boiler fuel. For example use of shells and fiber in July to December 2018 was 26,490 ton, which produces 1,467,720 kWh of electricity from turbine. Renewable energy use per ton of palm product in the mill is 0.019 kwh / kg FFB. Result Direct fossil fuel used is 127,701.30 liter/ ton CPO.

	Status: Comply
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5.5

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

5.5.1 & 5.5.2

PT LMR has a Zero Burning policy as outlined in the Head Plantation Operation NO POD-UM-044 / III / 2010 dated March 9, 2010 on the replanting program 2010-2030 based on the new block, which describes the replanting program 2010-2030 for Minamas plantation. Nor Manual Reference Agronomy No. 110 / EST-ARM / 08, where section 4 of Land Preparation clause 3.1 point (b) states that land clearing shall be guided by the Director General of Plantation Decree No. KB.110 / SK / DJ BUN / 05.95 dated May 30, 1995.

Based on field observation Sungai Cengal Estate Block K2, and Bebunga Estate block E9, replanting activities performed by mechanization using heavy equipment, did not find any burning activity at the beginning of the opening of the land, it was found that many of the remaining stumps of decaying has begun.

Status: Comply

5.6

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

5.6.1; 5.6.2

CH has a SOP of GHG emission sources inventory inside the SOP No: 700 / PSQM-GHG-01/12, concerning to the GHG Source Inventory. As for the implementation from SOP of GHG inventory, has been identified the sources of GHG as follows:

Emission sources from estate operational:

- Land cover change: the difference between the time average C stocks on land between the vegetation before it was opened with oil palm.
- Current land use: Use of Fertilizer (N₂O), Change C_{ORG} Soil (CO₂), Soil Management (CH₄), and Planting in Peat lands (CO₂ & CH₄).
- The use of diesel fuel for generator operations and heavy equipment operations (CO₂).
- Transport of FFB from the estate to the POM (CO₂).

Inventory of emission sources from palm oil mill operations (POM).

- The use of diesel fuel for generator operations (CO₂)
- The use of shell / fiber for boiler and generator operations (CO₂)
- The use of electricity for mill operations
- Kernel separation
- POME waste disposal (CH₄ & CO₂)
- Transportation of CPO and PKO to refinery or port (CO₂).

Based on the results of document verification and field observation, CH already has plans and implemented activities to reduce and minimize GHG emissions, among others:

- Application of EFB as utilization of solid waste for organic fertilizer
- Utilization of liquid waste applied for fertilization.
- Utilization of shell and fiber for boiler fuel as efficiency of diesel fuel consumption.
- Planting trees in factory area,
- Conduct air quality monitoring through routine emission testing contained in the RKL-RPL Report
- Monitoring of POME including monitoring of waste discharge into pond, flow meter condition, and waste discharge applied.

5.6.3.

Available proof of delivery of GHG RSPO performances as follows: Bebunga POM to Devaladevi Sivaceyon. Base on document verification, CH has been done calculations emission with RSPO Palm GHG Calculator Version 3.0.1 with data input correctly. Calculation option applied CH is November 2005 cut off LUC.

Summary of Net GHG Emissions period January – December 2018 i.e. :

Emissions per product	tCO ₂ e/tProduct	Extraction	%	Production	ton/year
CPO	3.3	OER	18.5	FFB Processed	123344.67
PK	3.3	KER	4.45	CPO Produced	22823.371

Land Use	ha
OP planted area	23268.42
OP Planted on peat	0
Conservation (forested)	734.24

Summary of Field Emissions and Sinks

	Own Crop		Group		3 rd Party		Total	
	tCO ₂ e	tCO ₂ e/ha	tCO ₂ e	tCO ₂ e/ha	tCO ₂ e	tCO ₂ e/ha	tCO ₂ e	tCO ₂ e/ha
Emissions								
Land conversion	128508.77	13.42	5715.11	9.65	13.27	19.81	-	-
*CO ₂ emissions from fertilizer	38340.51	3.5	2646.78	4.58	2.83	4.22	-	-
**N ₂ O emissions	5568.17	0.5	366.87	0.64	0.23	0.35	-	-
Fuel consumption	3369.36	0.36	151.04	0.26	0.05	0.08	-	-
Peat Oxidation	0	0	0	0	0	0	-	-
Sinks								
Crop sequestration	102089.17	-9.19	5518.96	-9.36	-6.27	-9.36	-	-
Conservation Sequestration	-3104.78	-0.36	-128.21	-0.21	-0.05	-0.07	-	-
Total	70592.86	8.23	3232.63	5.55	195.56	15.02	-	-

Summary of Mill Emissions and Credits

	tCO ₂ e	tCO ₂ e/tFFB
Emissions		
POME	18491.66	0.15
Fuel Consumption	1001.81	0.01
Grid Electricity Utilization	0	0
Credits		
Export of Grid Electricity	0	0
Sales of POM	0	0
Sales of EFB	0	0
Total	19493.47	0.16

Palm oil Mill Effluent (POME) Treatment

Divert to compost	0
Divert to anaerobic digestion	100

POME Diverted to Anaerobic Digestion:

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

Emissions from Palm Kernel Crusher

Emissions Source	tCO ₂ e
PK from own mill	18127.31
PK from other sources	0
Fuel consumption	0
Total crusher emissions	0

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

and mills
6.1

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

6.1.1

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

In December 2012 also conducted Brief Study of Impact of Replanting to Social Environment of PT Langgeng Muaramakmur. The study was carried out by Aksenta consultant. The study was describes the stages of replanting, and indication of any impact replanting which can affect to the environmental and social conditions, both in the around of replanting area and area surround of plantation area. The study is aim to identify the environmental and social impacts, activities that become the source of the impact, components and or the parties potentially affected, options to mitigate environmental and social impacts. Based on the stakeholder consultations with the representative villages surrounding, there is no indication of any significant issues from surrounding communities.

6.1.2

The Social Impact Assessment has been done with involve of related party, consist of community surround, head of village and informal leader (customary leader). There was showed documentation of assessment process, for instance the Attendant List of data gathering in Forum Group Discussion on 06 December 2009.

6.1.3

The Certificate Holder was shown the document of Social Impact 2019-2020 and the program for mitigate the social impact. These documents derived from the results of consultations with village communities. In the program there is a village location and the type of activities to be conducted by the company. The company can show the results of the review related to the management and monitoring plan of PT LMR's social impact for the 2018-2020 period which includes:

1. replanting activity
2. Increasing Community Economy
3. Education Improvement Program
4. a program to maintain local wisdom

However, there is not enough evidence that the management and monitoring plan includes clear timelines, the person in charge of its implementation and its implementation. **Based on that's explanation raised Non Conformity No 2019.06 With Major Category**

6.1.4

In 2018 PT Langgeng Muaramakmur has evaluated the social impact assessment (SIA). The goal is to evaluate the effectiveness and accuracy of the implementation of SIA. in addition to reducing negative impacts and increasing positive impacts. Negative aspects evaluated include: transparency, land disputes and potential conflicts.

The review has been carried out in a participatory manner by involving the community, this is evidenced by the distribution of questionnaires by companies to local communities on December 23, 2018 to Lintang Village, Sebangau Village, Binturung Village, Balaima Village, Wonorejo Village and Lomu Village. However, there is not enough evidence that the evaluation of the SIA assessment has involved workers as affected parties. **Based on that's explanation raised Non Conformity No 2019.07 With Minor Category**

6.1.5

In preparing the SIA document, the company always involves and considers the impact on the plasma farmers' scheme. In addition, in the document explaining the main impacts that are considered to affect the plasma farmers are the institutional cooperative (KUD) and the transfer of rights to farmers' membership due to the sale and purchase.

Major 6.1.3	Status: Non Conformity No 2019.06 With Major Category	
Minor 6.1.4	Status: Non Conformity No 2019.07 With Minor Category	

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 & 6.2.3

Has been identified the list of local communities affected by the mill and estates operational activities, consist of 10 villages, including the other interested parties such as government institution, contractor/supplier, and NGO. Communication mechanism between the company and communities describes in SOP No. 007/LMR-PK/VII/10 dated 2 August 2010. Explained that the PSD staff has a responsible to communicate with the communities, accompanied by EM and each estate / mill assistant. The entire result of communication reported to Manager or Head Department for verification and completion. the whole process recorded by head administration and/or PSD. SOU11 Chairman has been appointed the PSD Staff as in charge in communication with stakeholder, through appointment letter No.: SK/LMR/II/X/2014 dated 5 Oktober 2014, including related to grievance and complaint from stakeholders of PT LMR.

Based on interviews with Sub District Head of Pamukan Utara and Village Head of Sebangau, it was stated that communication with the company is currently well underway and PIC were known by the community.

	Status: Comply	
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6.3

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

6.3.1 and 6.3.2

The mechanism, open to all affected parties and resolve disputes management in an effective, timely and appropriate manner, ensuring anonymity of complainants and whistleblowers (where requested) are presented in their procedures SOP for Community Complaints Handling and SOP for Worker Complaints Handling. Based on the procedure all complaint submitted to Division Assistant and written in the register book, the SOP has been explain related on the secrecy of whistleblower. In the procedure was not explained explicitly about the way in submitted the complaint through the RSPO Complaints System, however based on interview with labor union it was mentioned that the complaint submission through RSPO was understood. Based on internal and external stakeholder consultation (to the workers, Labor Union, Gender Committee, local contractor, Head of Sebangau Village, Head of Cooperative of Bina Swadaya, and Head of Pamukan Utara Sub-District), known that the stakeholders already known the mechanism of consultation, or to submit complaints and grievances, and the mechanism is accepted and considered effective for them.

Complaints from external and internal recorded in the incoming letter book. Based on the Complaint Book, as well as internal and external stakeholder consultation, there were no complaints of disputes / disputes, but requests for repairs to damaged houses, or applications for housing facilities.

	Status: Comply	
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6.4

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

6.4.1, 6.4.2, and 6.4.3

Available SOP of identification and land compensation standard no.: 001/PSD-L&AS dated 3 June 2011 covering information of stages of land compensation and land compensation calculation according to the standard issued by Kotabaru Regent. Based on interview with communities figure and traditional leader of Sebangau, mentioned that HGU of PT LMR are free of traditional and communities rights.

	Status: Comply	
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6.5

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

6.5.1

The Certificate Holder has provisions on minimum wage of Kotabaru Regency year of 2019, based on South Kalimantan Governor Decree No. 188.44/0598/KUM/2017 dated 19 November 2018. Based on payment documents review and interview with Mill and Estates workers, known that they were already paid in accordance with 2019 Kotabaru Regency Minimum payment. including for the provision of payment of overtime wages. Other than that based on interviews with local contractors and the contractor workers, it is known that contractor workers have been paid not less than the minimum wage, and have been covered in employment insurance.

6.5.2

Worker agreement between company and workers defined in two types that is Worker Agreement between the CH and the worker, and Collective Labor Agreement between CH and Labor Union. Collective Labor Agreement between company and Head Committee - Federation of Labor Unions Minamas Plantation period of 2016-2018 has been approved by Head of Manpower Agency No. 568/KEP-1012 HPK/PDF-PKB/XI/Naker-2/2016 dated 2 November 2016 and available in Bahasa. The following period of Collective Labor Agreement has not yet been issued related to the preparation stage.

Based on interview with Labor Union, the Collective Labour Agreement and Company Regulations already explained to all workers. In several occasions, supervisor/foreman explained about worker right and obligation based on Collective Labour Agreement and Company Regulations.

Documents verifications its known if the CH has not been able to show the application of temporary worker agreements in accordance with the IOM owned and the applicable provisions.

That is based on the results of the employee list document study as of February 2019 and temporary worker agreements of Bebunga Estate, it is known that there are two temporary worker of harvesting with Reg. No. 0000117836 and Reg. No. 0000117056 who have worked since November / December 2017 and have now experienced three temporary worker extensions agreements, namely:

Temporary worker agreements for employees with Reg. No. 0000117836

- Agreement No. 001 / BBE-PKWT / XII / 2017 dated December 14, 2017, valid until March 15, 2018.
- Agreement No. 001 / BBE-PKWT / III / 2018 dated March 15 2018, valid until June 16, 2018.
- Agreement No. 001 / BBE-PKWT / VI / 2018 dated 16 June 2018, valid until 17 September 2018.
- Agreement No. 001 / BBE-PKWT / IX / 2018 dated 17 September 2018, valid until 18 December 2018.
- For Agreement after December 18, 2018 until the date of the audit, it has not been able to be shown and currently the concerned person is still working.

Employee contract with Reg. No. 0000117056

- Agreement No. 001 / BBE-PKWT / I / 2017 dated January 2, 2017, valid until April 3, 2017.
- Agreement No. 001 / BBE-PKWT / IV / 2017 dated April 4, 2017, valid until July 4, 2017.
- Agreement No. 001 / BBE-PKWT / VII / 2017 July 4, 2017, valid until October 5, 2017.
- Agreement No. 001 / BBE-PKWT / X / 2017 dated October 5, 2017, valid until January 6, 2018.
- For Agreement after January 6, 2018 until the date of the audit, it has not been able to be shown and currently the concerned person is still working

Inside Inter-Office Mail No. 085 / RSP-i2 / XI / 2016 dated November 11, 2016 and Inter-Office Mail No. 017 / HRM-i5 / I / 2019 dated January 25, 2019 concerning the use of non-permanent employees or temporary worker, it was explained that the use of temporary worker was intended for harvest workers during peak season (seasonal), and the appointment and extension of temporary worker agreement referred to the applicable regulations.

Meanwhile in Labor Minister Regulation No. 100 of 2004 concerning temporary worker, Chapter III concerning temporary worker for seasonal work, explained that:

- Article 4 states:

- (1) Seasonal work is work that depends on the season or the weather.
 (2) Temporary worker agreement carried out for work as referred to in paragraph (1) can only be done for one type of work in a particular season.

- Article 5 is stated

- (1) Work that must be done to fulfill certain orders or targets can be done with temporary worker as seasonal work.
 (2) Temporary worker carried out for work as referred to in paragraph (1) is only applied to workers / laborers who carry out additional work.

Meanwhile in Chapter VII about the Change in temporary worker to permanent worker in Article 15 paragraph 2 it is stated that in the event that the temporary worker is made not fulfilling the provisions referred to in Article 4 paragraph (2), or Article 5 paragraph (2), then temporary worker has changed to permanent worker since the relationship of work. **Based on that's explanation raised Non Conformity No 2019.08 With Major Category**

Minor 6.5.3 & Minor 6.5.4

CH already provides workers with adequate housing, either a permanent or semi-permanent buildings. There are some facilities that provides by company, such as daycare, school (kindergarten, elementary, junior and senior high school), houses of worship (mosque and church), clean water, electricity, clinic, school bus, etc.

Based on visits to the employee housing, known facilities given by the CH in the form of housing, places of worship and daycare are in good condition and well maintained and there are stalls which selling groceries. Based on interviews with workers and Gender Committee, access from market to the Estate can be reached easily with a distance of \pm 5-7 km. CH gives permission to open a shop selling daily necessities in the housing and there is a market seasonal of payment time of salaries. Every day there is a peddler who came from the surrounding villages who sell their daily consumption needs. It became the company's efforts to monitor and improve workers access to food was decent, fairly and with reasonable price.

Major 6.5.2 **Status: Non Conformity No 2019.08 With Major Category**

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 and 6.6.2

In the Collective Labour Agreement period 2016-2018 Chapter II about Recognition of the Parties article 5 Company's Recognition of Labour Unions, the CH recognizes that unions in each company are legitimate Labour Union organizations throughout its establishment in accordance with Act No. 21 of 2000 on Labour Unions and Trade Unions. This document formatted in Indonesian Language, so it is easy to understand for all workers. The result of the policy is formation of Labor Unions in every unit in PT Langgeng Muaramakmur which is recorded in Labour Agency and still active until now.

The labor union conducted meeting periodically or where there is an issue with the CH or the member of union. There is meeting documentation available in office unit and available for member if they were asking. Based on interview with the workers and Labor Union, it could be concluded that company has facilitate labor union according to worker aspiration. Also, based on interview with worker union there's no intervention by Company, every workers has rights to choose representative in bipartite and there is no intervention by CH to the election of workers representative in Bipartite.

Status: Comply

6.7

Children are not employed or exploited.

6.7.1

There is a policy related to personnel's age requirement. The minimum age requirement contained in policy of Sustainability Management Guidance No.Policy 724/TQEM-SPMS/09 dated April 1st 2010. Based on list of worker, interview with worker union and gender committee, there is no personnel under 18 years old during the hiring. Based on interview, personnel should attached their national identity card in order to ensure that candidate was more than 18 years old. Furthermore, CH will verify candidate's national identity card. Based on field observation, there is no indication the

use of child labor.		
	Status: Comply	
6.8 Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.		
6.8.1 The certificate holder has a social policy which stated that every staff/employees should be handled fairly in everything relating to the recruitment, promotions, restrictions and conditions of employment without regard to personal issues such as race, degrees, ethnicity, gender, skin color (defects/imperfect), a membership organization, and political views, religious and/or age. It is revealed that the hired employees have diverse educational, gender, ethnic and religious backgrounds. Interview with workers, Labor Union and Gender Committee revealed that CH opens work opportunity for local communities (in Mill and Estate) and worker from another Province. This can be considered as positive impact over company's existence for local communities. There is no complaint related to discrimination from local communities.		
6.8.2, 6.8.3 Based on document verification and interview with management, Labor Union and Gender Committee, recruitment is without considering ethnic, religious, and racial and religion. All prospective workers have rights for employment opportunity according with their educational background and company requirement. Starting from the signing of the agreements, the evaluation of the performance, until the appointment becomes permanent workers. In process there are not discrimination about race, degrees, ethnicity, gender, skin color (defects/imperfect), a membership organization, and political views, religious and/or age. Based on verification on recruitment of 2018, known that the recruitment were based on skills, capabilities, qualities and health conditions.		
	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 The CH has a policy to protect reproductive rights and prevent all forms of sexual harassment and violence. The policy stated that the development and implementation of policies to protect female workers from crime and sexual harassment as well as protecting the rights associated with female reproduction. The CH has had a Gender Committee as a forum to ensure the policies of female workers protection are implemented. The results of interviews with gender committee and other female workers (daycare staff and spraying worker) known that the CH has formed a Gender Committee to handle the issues of female workers. In addition, also delivered that the CH is given the reproductive rights, such as menstruation and pregnant leave in accordance with the applicable procedure		
6.9.3 Complaints and response mechanism is that listed on the SOP of Employee Complaints Handling. Based on document verification of Complaints Book and interview with Gender Committee, there are no complaints related to sexual harassment and violence. Based on information from Gender Committee, that the handling of issues about sexual harassment and violence will be resolved together with Gender Committee and the identity of reporter will be protected.		
	Status: Comply	
6.10 Growers and mills deal fairly and transparently with smallholders and other local businesses.		
6.10.1, 6.10.2, 6.10.3 & 6.10.4 The CH has a cooperation agreement with Bina Swadaya Karya Cooperative in 11 th August 2008 (Number 001/PK-LMR/X/2008) and is valid until the age is not worth 25 years or for 30 years. The pricing mechanisms for FFB of plasma, or local businesses are specified in the work agreement. Based on the review of work agreements, interviews with Head of Cooperatives, it is known that the work agreement has explained the pricing mechanism. The parties have understood the provisions of work contracts, the contracts has been made fairly, transparently and legally.		
The payment of work has been done in a timely manner, in accordance with the provisions in the contracts. For example the pricing of FFB from plasma is determined based on Plantation Agency pricing announcement. A monthly FFB pricing letter is available from the Plantation Agency. Interview with Head of Bina Swadaya Karya Cooperative known that the		

letter of pricing from the Agency is obtained from the website, or attachments of FFB payments. Document review of payment of plasma and contractors, as well as interview with Head of Cooperative and the contractors is known that FFB or services are paid according to the provisions and on time.		
	Status: Comply	
6.11		
Growers and millers contribute to local sustainable development wherever appropriate.		
6.11.1, 6.11.2		
Certificate holder has contributed to local development in the CSR programmes. Observed evidences of contribution to local economic development through empowerment of local contractors, road maintenance, religious facilities maintenance, funding on national holidays and religious holidays activities, educational equipment, etc. 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. The smallholder scheme are full managed by CH, the company has been set the in PIC (field assisstant) related to smallholder management under the supervision of Estate Manager of Bebunga Estate.		
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 development, 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; 6.12.2 & 6.12.3		
The results of verification of employee list, work agreements, interviews with stakeholders (Sub District Head, Labor Union, Bipartite Cooperative, and the workers), as well as field observations are known that there is no human trafficking, forced, outsourcing, or migrant workers at the non-management level. All workers have work agreements that set the rights and obligations of the parties. However, CH need to re-evaluate reward and punishment policies (premiums wage) in harvesting activities, particularly related to harvest fines. Because this policy has been accepted by workers or Labor Union, but has not been contained in the Collective Labor Agreement. OFl .		
	Status: Comply	
6.13		
Growers and millers respect human rights		
6.13.1		
The CH has the Human Rights Policy, signed by SOU, June 2015. The CH is committed to protecting the human rights of all staff and employees as well as female workers including the right to life, right to have a family and continue the descent, the right to develop themselves, the right to justice, the right to personal liberty, the right to safe, the right on welfare, the right to participate in government, women's rights, children's rights. Based on consultation with internal stakeholder (workers, Labor Union and Gender Committee) there was no information related to human right abuse cause by the plantation and mill operation.		
	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		
No new plantation or operations development activities, or expansion of existing plantations. There is however Replanting activity		

- In 2010 PT LMR specifically conducted a Social Assessment in collaboration with the Indonesian Sustainable Coconut Palm Foundation / YASBI which results are outlined in the Social Impact Assessment Review Report. The document describes the positive and negative impacts arising during the opening of oil palm plantations by PT. Langgeng Muaramakmur.
- In 2012 the company has a Social and Environmental Impact Assessment Document for replanting activities in 2012 in cooperation with Aksenta.
- In the year 2017 companies conduct evaluation / review of the Program of handling negative impacts based on SEIA report period 2016-2019 for replanting include soil and water conservation for the impact of water runoff and erosion; fertility; water pollution; wild animal; HPT; The public's anxiety about the dangerous wildlife; employment Opportunity; negative perceptions

7.1.2

Negative impact management programs based on the SEIA report for 2016-2019 period for replanting include soil and water conservation for impacts of water runoff and erosion; fertility; water pollution; wild animal; HPT; The public's anxiety about the dangerous wildlife; employment Opportunity; negative perceptions

7.1.3

Legally, PT LMR basically has no obligation to undertake the development of plasma plantation. However, since 2006, a plasma plantation was established with KKPA (Primary Members Cooperative Credit) Sungai Cengal Area (ASC) PT. Langgeng Muaramakmur based on letters of recommendation from Bupati Kota Baru No: 188.45 / 448 / KUM / 2008 concerning the determination of prospective participants of the revitalization program of coconut plantation development estate covering 5,734.9 ha, cultivated by PT.Langgeng Muaramakmur (LMR).

In 2012, PT. LMR has conducted HCV analysis and Social Impact Assessment (SIA) analysis throughout KKPA area of Sungai Cengal in collaboration with IPB to identify aspects of the environment and identify all social aspects of KKPA Sungai Cengal.

There are reports of data on the realization of plasma plantation development in KKPA - ASC (Sungai Cengal) with the progress of plasma development until June 2016 are as follows:

- Plasma Binturung Village area of 383.56 hectares that has been built in 2006 - 2008.
- Plasma Pondok Labu area of 402.74 Ha
- Plasma Sesulung Village covering 448.88 Ha
- Plasma Sakadayan Village area of 81.74 Ha
- Plasma Bakau Village and Balemea area of 227.56 Ha
- Plasma Bepara Village area of 251.13 Ha
- Plasma Rantau Buda Village covering an area of 1,137.22 Ha
- Plasma Segendang Village is in the stage of legality of the government.

Monitoring of social impact of plasma estate development is done consistently and included in RKL-RPL Implementation Report every semester consisting of social parameter; Public perception on KKPA program, Community opinion on KKPA implementation in village, Change of livelihood before and after KKPA program, Changes of community income before and after participated KKPA program, Public perception towards continuation of KKPA program, Increased employment and employment opportunities from community, KKPA to other economic improvement

Status: Comply

7.2

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

7.2.1 & 7.2.2

Same as previous assessment, certification holder has documents of Soil Survey Semi Detailed and Land Suitability for Oil Palm Plantation PT Langgeng Muaramakmur period 2017 – 2022 compiled by GNSS team, GIS, and Soil Survey Minamas Research Center. The maps included in the document including a land grade slope map, soil type map, topographic map, Annual planting map, replanting plan map and land suitability distribution map.

In the time of audit PT Langgeng Muaramakmur does not extend of new plantation area. There are only a replanting activities that have been conducted since period 2016/2017 both in Bebunga and Bakau Estate (Sungai Cengal projection

on 2019)

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

New planting activities after November 2005 include:

- Sungai Cengal Estate area of 30.90 Ha
- Bebunga Estate area of 395.11 ha

The Company has carried out Land Use Change Analysis in 2014 as set forth in the "RSPO Remediation and Compensation Liabilities for Land Conversion without Prior HCV Assessment - Land Use Change Analysis" report dated December 2, 2014 and submitted to the RSPO secretariat through Letter dated December 2, 2014 On Progressive Submission of Land Use Change Analysis Result in Accordance to the RSPO Remediation and Compensation Procedures. Based on the document indicates that a new opening after 2005 is done;

- All opening after November 2005 at Sungai Cengal Estate is done on agricultural land and vacant land with coefficient "0".

The data used include Image Landsat-5 TM Image consisting of 7 spectral bands with spatial Resolution of 30 Meters. And Landsat-7 ETM+ consisting of 7 spectral band with spatial resolution of 30 meters and 1 Spectral Band with a resolution of 15 meters.

Landsat imagery used is coverage in 2005, 2009 and 2010. Planting area after November 2005 the PT LMR;

- Sungai Cengal Estate area of 30.90 Ha
- Bebunga Estate area of 395.11 ha
- No new land clearing after November 2005 at Bakau Estate

Estate	Clearance Nov 05 – Nov 07	Clearance Dec 07 – Dec 09	Status Submission
Bebunga	56	395.11	Submitted 1n Dec 2014 (Phase 1)
Sungai cengal	583	30.90	Submitted 1n Dec 2014 (Phase 1)
Lanting	-	141.50	Submission in Aug 2015 (Phase 2)
	Raw liability	Final liability	
Lanting	141.50	13.27	

CH shown the PT LMR RaCP process as follows:

- Liability and Disclosure to RSPO December 2, 2014
- Concept Note submitted to RSPO on March 25, 2016 and was responded December 5, 2016.
- The revised LUCA report is sent again December 8, 2017.
- The Compensation Plan submitted t to RSPO March 8, 2018

Based on communication CB's PT Mutuagung Lestari and RSPO February 13, 2019, information was obtained that "" A preliminary review of the Compensation Plan has been done. However, no further action can be taken from the LUCA is still a finalization and is pending clarification from Sime Darby. "In this regard, CH has not been able to show that the RaCP compensation plan has been approved by the RSPO. **Based on that's explanation raised Non Conformity No 2019.09 With Major Category.**

7.3.2

PT LMR has identified HCV in 2009 in collaboration with YASBI (Indonesia Sustainable Palm Oil Foundation) which results are outlined in the Final Report on HCV Assessment / HCV PT Langgeng Muaramakmur.

Identification of protected, rare, rare or endangered species and habitats with conservation values in PT. Langgeng Muara Makmur. The identification activities were carried out by YASBI (Indonesian Sustainable Coconut Palm Foundation). The implementation of HCV Assessment is guided by the Guidelines for Identification of High Conservation Value Areas in

Indonesia published by the Consortium for the Revision of HCV Toolkit Indonesia dated 12 July 2008. At the time of preparation of the 2009 HCV Document there was no ALS Scheme but the Team Leader and its members have been registered as Approved RSPO HCV Assessor.

Based on the results of HCVA study, in the area of PT. LMR is an area of high conservation habitat (HCV):

HCV 1: Bakau (26.84 ha), Bebunga (54.20 ha) and Sungai Cengal Estate (236.76 ha)

HCV 2: Sungai Cengal Estate (222.66 ha)

HCV 3: Bakau (26.84 ha), Bebunga (29.00) and Sungai Cengal Estate (233.27 ha)

HCV 4: Bebunga (51.17 ha) and Sungai Cengal Estate (225.76 ha)

HCV 5: Bebunga (25.20 ha) and Sungai Cengal (3.10)

HCV 6: Sungai Cengal Estate (3.40 ha)

In the document has been described about the landscape situation around PT LMR and not identified the existence of protected forest / conservation area set by the government. However, there is still a secondary forest vegetation cover to the north of Bakau Estate and Sempada river in the area of PT LMR as well as functioning as a corridor connecting PT LMR working area with the secondary forest ecosystem

Identified flora and fauna among others:

- Flora; 406 plants identified from herbaceae, shrubs, lianas and trees. Of the 406 identified species, no plant species are protected in accordance with PP. 7 of 1999.
- Fauna; Identified 26 Mammalian species and there are 9 protected species according to Government Regulation No. 7 of 1999 for example Kubung malaya (*Cynocephallus variegatus*), Trenggiling (*Manis javanica*), Bekantan (*Nasalis larvatus*), Hedgehog (*Hystrix brachyura*), Sigung (*Mydaus javanensis*) Sero threshold (*Aonyx cinerea*), Tiger root (*Felis bengalensis*), Trish (*Tragulid javanensis*) and Kijang (*Muntiacus muntjak*); 76 species of birds and there are 5 species protected by the Government Regulation No. 7 of 1999 such as gold pekaka (*Pelargopsis capensis*), white belly Kangkareng (*Antthracoceros albirostris*), Kipasan stripes (*Rhipidura javanica*), Raja honey (*Aethopyga siparaja*) and Pijantung kecil (*Arachnothera longirostra*); 10 types of reptiles and 1 of which are protected by PP. 7 Year 1999 namely monitor lizard (*Varanus boorneensis*).

In the HCV document has shown evidence of the implementation of the analysis by involving the surrounding community as a resource. In addition, there is evidence of public consultation and socialization of the results of HCV identification on December 6, 2009 when public consultation at Bebunga Estate was attended by local community leaders, the surrounding village chiefs, Durian River Chief, South Pamukan and West Pamukan.

Some other socializations conducted after the preparation of HCV are:

- Socialization to employees and communities around May 21, 2011 for villagers of Segendang, Lintang Jaya, Mulyoharjo.
- Socialization to the community of Binturung Village (Jeruju Dusun) on 26 September 2012 located at Binturung Village which was attended by 8 people with protected area material.
- Socialization to the community of Binturung Village and employees on September 8, 2012 with the method of direct explanation to the community and collected in the cottage I Sungai Cengal.
- Socialization of HCV in Lintang Jaya Village on 13 February 2015
- Socialization of HCV for Binturung Village on 20 August 2014

7.3.3

The beginning of land clearing for planting over 2005 has been well documented by each estate as outlined in land clearing completion reports and monthly progress reports on crops. New planting after 2005 was done in April 2005 in Sungai Cengal Estate. Currently PT LMR has conducted Replanting activities, based on document verification indicating that the company has done a good record of replanting process, for example Replanting activities in 2016/2017 in Feel C024 covering 68.73 Ha and C025 area of 63.92 Ha (Sungai Cengal Estate).

7.3.4

The management of PT. Langgeng Muaramakmur has made several efforts to protect endangered or threatened species and their habitats, including:

- a. Preparation of SOP for the Handling of Wildlife (No. 033 / LMR-4-PSL / C7, dated 01 December 2010) was approved by SOU 2 Chairman) Watershed Protection (No. 031 / LMR-DAS / C7, dated 1 December 2010) Chairman of SOU.
- b. Periodical monitoring of PT NKT / HCV. LMR at Bebunga Estate Area, Cengal Estate and Bakau Estate. The document describes the types of activities related to the management of HCVs equipped with time targets.
- c. Activities to protect species and HCVs have been carried out, such as the determination of the area and the installation of signboards in accordance with the existing HCV types.
- d. There are also reports of follow-up programs for the enrichment of rare species of flora species and protected for example Ulin, Eaglewood and some other types of woody plants in riparian areas and other places.
- e. Reporting the presence of protected animals to the BKSDA (Natural Resources Conservation Center) of South Kalimantan Province.

7.3.5

In accordance with the explanation of the previous 7.3.2 indicator, the HCV document has included evidence of HCV analysis by involving surrounding communities as resource persons. In addition, there is evidence of public consultation and dissemination of HCV identification results on December 6, 2009 when public consultation at Bebunga Estate was attended by local community leaders, village chiefs around, Durian River Chief, Pamukan Selatan and West Pamukan.

In accordance with the HCV document, the area of PT. LMRs belonging to high conservation habitats (HCVs), including areas of importance to communities identified and protected are:

- HCV 4: Bebunga (51.17 ha) and Sungai Cengal Estate (225.76 ha)
- HCV 5: Bebunga (25.20 ha) and Sungai Cengal Estate (3.10)
- HCV 6: Cengal River (3.40 ha)

Including areas that are important to the community are the source of the springs, and the swamps that provide an alternative source of protein for the surrounding community. The entire area, including what is important to the community, has been incorporated into the HCV management plan.

Major 7.3.1	Status: Nonconformance No. 2019.09 with Major Category	Closed
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7.4

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

7.4.1 & 7.4.2

Same as previous assessment, maps identifying marginal soils, fragile, including slopes are included in semi-detailed soil survey documents and land suitability period 2016 - 2021 PT Langgeng Muaramakmur. Based on the identification done by GIS team, GNSS, and Soil Survey MRC in semi-detailed soil survey document the marginal area located in PT LMR area is rocky and lowland sulfate soil area. Management of rocky areas is used EFB for cover crop and for the lowland used the water management system with water gate and drainage

	Status: Comply	
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7.5

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

7.5.1

The company has been conducted the analysis of positive and negative impact of plantation activity that involved the community around on 1995, and has been performed a social impact assessment on 2010. Its confirmed during the interview with stakeholder such as villagers of Segendang and Wonorejo as well as PT LMR's employees. In addition, regularly conducted survey and questionnaire related to community social economic.

	Status: Comply	
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7.6

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

7.6.1, 7.6.2, 7.6.3, 7.6.4, 7.6.5, 7.6.6

Based on interview with communities figure and traditional leader of Sebangau, mentioned that HGU of PT LMR are free

of traditional and communities rights.		
Available SOP of identification and land compensation standard no.: 001/PSD-L&AS dated 3 June 2011 covering information of stages of land compensation and land compensation calculation according to the standard issued by Kotabaru Regent.		
	Status:	
7.7		
Use of fire in the preparation of new plantings is avoided other than in specific situations, as identified in the ASEAN guidelines or other regional best practice.		
Major 7.7.1 & Minor 7.7.2		
According to hectare statement 2017/2018 data and information from estate management unit, it could be concluded that there were no new planting. The activities carried out are replanting and applying the zero burning principle. The replanting activity is done mechanically by chipping method.		
	Status: Comply	
7.8		
New plantation developments are designed to minimise net greenhouse gas emissions.		
Major 7.8.1 & Minor 7.8.2		
CH does not conducted new planting after 1 January 2015. Based on the areal statement, the youngest plant in the concession area of PT LMR is the plant in 1993.		
	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.		
Major 8.1.1		
The company has implemented commitment to reduce environment impacts on the regular action plan. For example:		
<ul style="list-style-type: none"> - Effluent management and monitoring. WWTP pond management, effluent quality test and report it to Kotabaru District Environment Agency. - Air quality management and monitoring. Road maintenance, air quality test and report it to Kotabaru District Environment Agency. - Ground water management and monitoring. Testing ground water quality and report it to Kotabaru District Environment Agency. - Hazardous waste management. Storing hazardous waste at the permitted hazardous waste, managing and monitoring hazardous waste (conducted by Kotabaru District Environment Agency). 		
The RSPO Internal Audit conducted annually to measure the implementation of RSPO standards. The latest internal audit carried out in 3 to 5 December 2018. All of 12 non conformity has been followed up closed.		
Based on a summary of the results of the non-conformities identified during the RSPO assessment (Stage 2 - ASA 1.1), the auditor team assessed that there was a indication of continuous improvement commitment that had not yet been fully implemented in relation to the recurrence of nonconformities, related that's issue the company need to evaluate all nonconformities in the certification period for recurring non-conformities and systemic failures in implementing standards.		
	Status: Comply	

3.2. Summary of Assessment Report of Supply Chain Requirement
3.2.1 General chain of custody requirements for the supply chain

Clause	Requirement
5.1	Applicability of the general chain of custody requirements for the supply chain
5.1.1	<p>The General Chain of Custody requirements of the RSPO Supply Chain Standard shall apply to any organization throughout the supply chain that takes legal ownership and physically handles RSPO Certified Sustainable oil palm products at a location under the control of the organization including outsourced contractors. After the end product manufacturer, there is no further requirement for certification.</p> <p>Until ASA 1.2, the BBF only received and processed FFB from certified plantation. The FFB supplied from own estate; consist of Bebunga Estate, Bakau Estate and Sungai Cengal Estate.</p> <p>The mill take legal ownership for all FFB within its scope, as well all physically handling.</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>Bebunga Factory are FFB processing mill and produced CPO and Palm kernel. The sources of material input are FFB's from the certified area from own estates. Bebunga Factory did not purchased any CPO/ PK from others suppliers, therefore Mill not include as trader/distributor.</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>The parent company of PT Langgeng Muaramakmur are Sime Darby Plantations Bhd member of the RSPO since 07 December 20042011 with registration number 1-0008-04-000-00</p> <p>Bebunga Mill (PT Langgeng Muaramakmur) are RSPO certified Mill with Certificate Number No MUTU- RSPO/014 and and also has been registered with member ID RSPO IT Platform member registration number Member id : RSPO_P01000000324.</p>
	Status: Comply
5.1.4	<p>Processing aids do not need to be included within an organization's scope of certification.</p> <p>Bebunga Mill did not have any processing aids at site neither material nor equipment.</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>Bebunga Mill is certified palm oil mill which implement Identity Preserved using Module D-CPO Mill for its supply chain models.</p>
	Status: Comply
5.2.2	<p>The site can use one (1) or a combination of supply chain models as audited and certified by the CB.</p>

Bebunga Mill is certified palm oil mill which implement Identity Preserved using Module D-CPO Mill for its supply chain models.	
	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>The Certificate Holder has RSPO SCCS Manual Certification Standard No. SCCS-Std / RSPO / PSQM / 02 Rev.01 dated 2 January 2018. The scope of RSPO Supply Chain System: FFB Certificate processing from raw material acceptance to storage and delivery process produces Certified Sustainable Palm Oil (CSPO) and CSPK with module D (IP) and Module E (MB) both physical and office administration. The summary of this procedure were explain on below points:</p> <p>4.2.1. The procedure is documented</p> <p>4.2.2. Internal audits are conducted at least annually to ensure: the organization complies with RSPO SCCS requirements and RSPO Market Communication & Claim documents. Where the internal audit is done at least 2 months before the external audit. The internal audit results are included in the management review conducted at least once a year.</p> <p>4.3. The Mill ensures the purchase of incoming goods, however the marketing division in Jakarta's is responsible for checking the validity of supplier certificates, licenses for traders and distributors.</p> <p>4.3.2. The Unique code/ unique identification number aims to ensure that products are sold through quality tests and can be traced back to the beginning of the process.</p> <p>4.5. Third party activities (outsourcing)</p> <p>4.6. Sales and goods out</p> <p>Units that need to make announcements and trade confirmations in the RSPO IT Platform, this should also include making shipping announcements (each shipment/shipping group by the marketing division). Certified products sold through other schemes or conventional means or in case of lack of production, lost or damaged shall be removed.</p> <p>4.8. Training</p> <p>The training plan for RSPO SCCS requirements process should be reviewed continuously/annually.</p> <p>4.9. The record keeping</p> <p>The record keeping of all documents are minimum 10 years for financial report documents and transactions; and minimum two years for data other than financial documents.</p> <p>4.10 Conversion Factor</p> <p>Conversion value is determined by marketing division in Jakarta, based on data sent by Mill on the basis of the resulting of FFB processing, so that the conversion value obtained is the same as the actual obtained by the Mill, and the conversion reference by marketing follows the mill manager monthly report period.</p> <p>4.11. Claim pursuant to RSPO communication and claim.</p> <p>4.12. Complaint</p> <p>Stakeholders may complain by email or face directly to the management representative. The complaint should be handled no later than one month after the complaint is received. Especially for complaints related to salary rights, incentive benefits, product complaints, and payments is should be acted upon no later than 14 days after the complaint has been received. All complaints and responses should be recorded.</p> <p>4.13. Management review</p> <p>Management review plan is established: after internal audit, before external audit checks and minimally done once in twelve months /one year.</p> <p>Input for management review should include information: internal audit results of SCCS requirements, production achievements, customer feedback, preventive and corrective action status, follow up on review management, changes that may affect system management and improvement recommendations.</p>	
	Status: Comply
5.3.2	The site shall have a written procedure to conduct annual internal audit
SOP SCCS Internal Audit SCCS-IA/RSPO/PSQM/04 dated 1 March 2018. Internal audit SCCS will be conducted every year by PSQM Department.	

	Status: Comply
5.4	Purchasing and goods in
5.4.1	<p>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>Bebunga Mill is an FFB processing mill to produce CPO and PK. The sources of material input are FFB's only from the certified area. This Mill did not purchased CPO and/or PK from others.</p>
	Status: Comply
5.4.2	<p>The site shall have a mechanism in place for handling non-conforming oil palm products and/or documents</p> <p>The certificate holder has established a mechanism for handling of non-conforming oil palm products in mill and bulking.</p>
	Status: Comply
5.5	Outsourcing activities
5.5.1	<p>In cases where an operation seeking or holding certification outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the operation seeking or holding certification shall ensure that the independent third party complies with the requirements of the RSPO Supply Chain Certification Standard. A CPO mill and independent mill cannot outsource processing activities like refining or crushing.</p> <p>After processed the FFB, facility only sell their certified product (CPO and PK) to the buyer directly and not seeking outsourcing activities.</p> <p>Bebunga factory using contractor for transporting the CPO and Palm Kernel. Based on field observation and interview with security in Bebunga Factory the efforts made by the company to ensure that the independent third party / contractors complies with the requirements of the RSPO Supply Chain Certification Standard as follows:</p> <ul style="list-style-type: none"> • security and the dispatch foreman must verify the transport tank before filling in, ensuring that all tank contents have been removed and the tank is completely empty • after filling it is done sealing the upper manhole and bottom valve and each existing outlet • security must ensure seals and record transportation data in accordance with existing procedures
	Status: Comply
5.5.2	<p>Sites which include outsourcing within the scope of their RSPO Supply Chain certificate shall ensure the following:</p> <ol style="list-style-type: none"> 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. 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 <p>The CH has record names and contact details of all contractors, such as:</p> <ol style="list-style-type: none"> 1. On behalf Mr. Mahlan (<i>Desa Pukung, RT. 003/001, Kecamatan Pamukan Utara, Kabupaten Kotabaru, Propinsi Kalimantan Selatan</i>). 2. On behalf Mr. Syafruddin (<i>Desa Pukung, RT. 003/001, Kecamatan Pamukan Utara, Kabupaten Kotabaru, Propinsi Kalimantan Selatan</i>). <p>in the agreement is stated that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary</p>

	Status: Comply
5.5.3	<p>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.</p> <p>The CH has record names and contact details of all contractors, such as:</p> <ol style="list-style-type: none"> 1. On behalf Mr. Mahlan (<i>Desa Pukung, RT. 003/001, Kecamatan Pamukan Utara, Kabupaten Kotabaru, Propinsi Kalimantan Selatan</i>). 2. On behalf Mr. Syafruddin (<i>Desa Pukung, RT. 003/001, Kecamatan Pamukan Utara, Kabupaten Kotabaru, Propinsi Kalimantan Selatan</i>).
	Status: Comply
5.5.4	<p>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</p> <p>From previous assessment there is no new contractor used for the processing or physical handling of RSPO certified oil palm products</p>
	Status: Comply
5.6	Sales and goods out
5.6.1	<p>The supplying site shall ensure that the following minimum information for RSPO certified products is made available in document form: The name and address of the buyer</p> <p>All transaction of CSPO and CSPK has been recorded in RSPO IT Platform, including Shipping Announcements / Announcements and Confirmations, as follows</p> <p>- CPO</p> <p>Documents verifications its known if there is of Certified Palm Oil Mill sold to buyer period of February - January 2019 with buyers PT Golden Hope Nusantara (Kota Baru Kalimantan Selatan) Refinery has been registered and met the requirement for reporting supply chain through RSPO IT Platform, describes below:</p> <ul style="list-style-type: none"> o Member name : PT Golden Hope Nusantara o Member ID: RSPO_PO1000000829 o Category : Refinery <p>- PK</p> <p>Documents verifications its known if there is of Certified Palm Kernel sold to buyer period of February - January 2019 covering 3072.03 MT with buyers-PT Laguna Mandiri – Rantau Kernel Crushing Plant (with the address in Bepara Village, Sub district of Pamukan Utara, Kotabaru Kalimantan Selatan - 72167) Kernel Crushing Plant has been registered and met the requirement for reporting supply chain through RSPO IT Platform, describes below:</p> <ul style="list-style-type: none"> o Member name : PT Laguna Mandiri – Rantau Kernel Crushing Plant o Member ID: RSPO_PO1000002787 o Category : Kernel Crushing Plant
	Status: Comply
5.7	Registration of transactions
5.7.1	<p>Supply chain actors who:</p> <ul style="list-style-type: none"> • 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

The parent company of PT Langgeng Muara Makmur are Sime Darby Plantations Bhd member of the RSPO since 07 December 2004/2011 with registration number 1-0008-04-000-00

Bebunga Mill (PT Langgeng Muaramakmur) are RSPO certified Mill with Certificate Number No MUTU- RSPO/014 and also has been registered with member ID RSPO IT Platform member registration number **Member id** : RSPO_P01000000324.

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.

Bebunga Mill (PT Langgeng Muaramakmur) are RSPO certified Mill with Certificate Number No MUTU- RSPO/014 and also has been registered with member ID RSPO IT Platform member registration number **Member id** : RSPO_P01000000324.

For certified Period February 2018 until January 2019 known if there is product sold as RSPO Scheme are for CSPO amount 23.940.96 MT and PK amount 6,554.10 MT. The company can show the sample for shipping announcement for instance: Shipping announcement for CSPO dated 02 January 2018 with transaction id TR-4d5361a7-bb67, buyer reference Number P/GHN/1118/CPO0286 with Volume of CSPO 1512.79 MT program IP to PT Golden Hope Nusantara

Every transaction of selling certified product, this mill is using RSPO Palm Trace including Shipping Announcement, Trace, Remove and Confirm. Person in charge for RSPO Palm Trace access were located on Head Office, Jakarta.

Status: Comply

5.8

Training

5.8.1

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

Company shown several SCCS training programme 2018 that listed in documents Training Program and Human Resources Development 2019. Program training for SCS will conducted on March 2019 with the participants Supervisor, Assistant, weighbridge operator, production staff, head of administration etc.

Status: Comply

5.8.2

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

The refreshing training of SCCS standard and system has been conducted on 27 April 2018 by PSQM Assistant to the Senior Assistant, Head of administration, 4 Supervisor, 10 workers.

Based on field visit on Bebunga Mill, acquired information that PIC for SSCS implementation (for examples weight bridge operators, security, and "Kepala tata usaha") that training and refreshment (awareness) of supply chain management system were carried out annually. Results of field visits and interview with weighbridge operator obtained information if there is no FFB supplier from third parties. All FFB process are from certified area.

	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			
Bebunga Factory has had maintain accurate, complete and up-to-date for the FFB receives, process and CPO & PK production from its supply bases (certified sources only). Within this record, the certificate holders maintain the FFB's sources based on monthly bases			
FFB Received from own estate period Feb 18 - Jan 19			
Month	FFB (Kg)		
	RSPO Certified	Non Certified	Total
Feb-18	5,141,670		5,141,670
Mar-18	7,047,930		7,047,930
Apr-18	8,502,410		8,502,410
May-18	8,488,000		8,488,000
Jun-18	7,628,850		7,628,850
Jul-18	15,105,160		15,105,160
Aug-18	14,070,800		14,070,800
Sep-18	13,875,750		13,875,750
Oct-18	15,328,410		15,328,410
Nov-18	12,227,810		12,227,810
Dec-18	8,287,050		8,287,050
Jan-19	10,255,750		10,255,750
Total	125,959,590		125,959,590

Furthermore, Bebunga has record and balance of all RSPO CSPO and CSPK, non-certified products produced, as well as its dispatch on a monthly presented in the Table bellows:

CPO production and Sold for Bebunga Factory

Month	CSPO produce	CSPO Sales (Kg)		
		Buyer	Volume (ton)	CSPO/ Non CSPO
Opening Stock	892,395	GHN		CSPO
Feb-18	1,118,148	GHN	1,203,358	CSPO
Mar-18	1,470,148	GHN	594,073	CSPO
Apr-18	1,699,398	GHN	1,608,440	CSPO
May-18	1,696,978	GHN	1,498,838	CSPO
Jun-18	1,504,488	GHN	2,201,905	CSPO

Jul-18	2,942,010	GHN	1,552,808	CSPO
Aug-18	3,003,825	GHN	914,292	CSPO
Sep-18	2,792,086	GHN	2,003,139	CSPO
Oct-18	3,031,567	GHN	3,015,439	CSPO
Nov-18	2,373,472	GHN	4,509,834	CSPO
Dec-18	1,748,016	GHN	3,252,504	CSPO
Jan-19	2,212,132	GHN	1,586,334	CSPO
Total Production	25,592,268	Total Sales	23,940,964	
Total Production + Opening Stock	26,484,663			

CSPK production and Sold For Bebunga Factory

Month	CSPK produce (KG)	CSPK	
		Buyer	Volume (KG)
opening stock	106,586		
Feb-18	236,408	KCP Rantau	288,580
Mar-18	310,914	KCP Rantau	326,910
Apr-18	411,351	KCP Rantau	336,500
May-18	424,836	KCP Rantau	458,290
Jun-18	373,643	KCP Rantau	383,270
Jul-18	793,911	KCP Rantau	574,420
Aug-18	781,843	KCP Rantau	985,450
Sep-18	758,201	KCP Rantau	662,140
Oct-18	879,249	KCP Rantau	688,200
Nov-18	621,516	KCP Rantau	969,370
Dec-18	435,446	KCP Rantau	384,910
Jan-19	494,066	KCP Rantau	496,060
Total Production	6,521,384	Total Sales	6,554,100
Total Production + Opening Stock	6,627,970		

Status: Comply
5.9.2

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

The Certificate Holder has RSPO SCCS Manual Certification Standard No. SCCS-Std / RSPO / PSQM / 02 Rev.01 dated 2 January 2018, point 4.9. About record keeping all of documents are minimum 10 years for financial report documents and transactions; and minimum two years for data other than financial documents.

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

	Status: Comply
5.9.3	The organization shall be able to provide the estimate volume of palm oil / palm kernel oil content (separate categories) in the RSPO certified oil palm product and keep an up to date record of the volume purchased (input) and claimed (output) over a period of twelve (12) months.
	Bebunga Mill as Certificate Holder did not purchased CPO and/or PK from any sources. This Mill only receives FFB's from Certified area only. The estimate volume of sustainable CPO and PK are recorded in the Annex of certificate.
	Status: Comply
5.10	Conversion factors
5.10.1	Where applicable a conversion rate shall be applied to provide a reliable estimate for the amount of certified output available from the associated inputs. Organizations may determine and set their own conversion rates which shall be based upon past experience, documented and applied consistently. Guidance on conversion rates is published on the RSPO website (www.rspo.org); 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
	Bebunga Mill only received and processed of FFB's as material input. This mill did not purchase CPO and/or PK from others. Therefore, this mill did not using conversion factors.
	Status: Comply
5.10.2	Conversion rates shall be periodically updated to ensure accuracy against actual performance or industry average if appropriate.
	Bebunga Mill only received and processed of FFB's as material input. This mill did not purchase CPO and/or PK from others. Therefore, this mill did not using conversion factors.
	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.
	All certified product claims, the CH never using RSPO symbol or logos. A unique identification number, certificate number and supply chain model are available on relevant documents. Also, the CH using RSPO Palm Trace for communication, transaction, confirmation status and shipping announcement.
	The claim has been referred to RSPO Rules on Market Communications and Claims.
	Status: Comply
5.12	Complaints
5.12.1	The organization shall have in place and maintain documented procedures for collecting and resolving stakeholder complaints.
	The Certificate Holder has RSPO SCCS Manual Certification Standard No. SCCS-Std / RSPO / PSQM / 02 Rev.01 dated 2 January 2018. Point 4.12. Related to Complaint: Stakeholders may complain by email or face directly to the management representative. The complaint should be handled no later than one month after the complaint is received. Especially for complaints related to salary rights, incentive benefits, product complaints, and payments is should be acted upon no later than 14 days after the complaint has been received. All complaints and responses should be recorded.
	Based on document verification and interview with CPO transporter/contractor, there are no complaint during last year period.
	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	
The certification unit has conducted a management review dated 05 January 2019, the point of management review are: internal audit, customer feedback, processing performance and product quality, corrective action of internal audit finding, follow up from management review, impact if the system changing and recommendation for improvement	
	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. 	
Based on management review there are several point such as: <ol style="list-style-type: none"> 1. Internal Audit: <ul style="list-style-type: none"> - There are no training program, create training program for 2019 - There is no Training record for SCCS - There is no grievance log book 2. Customer feedback: there are no complaint from the customer. 3. Processing performance: Budget of OER: 23%; FFA: <3.5%; KER: 5%; realization: OER: 20.59%; FFA: 4.07%; KER: 4.84%; there are daily review by processing Assistant. 4. Internal Audit Finding: it has been closed by management unit dated 2 May 2018. 5. Recommendations for improvement: annual review management will be conducted on next year. 6. Updated SCCS System: it has been updated on April 2018. 7. Recommendation for improvement: 8. Any changes of Management System influence: Updating for all sustainability procedures still on progress to be review by management. 	
	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. 	
Improvement of the effectiveness of the management system and its processes and resource needs is already included within the Management Review.	
	Status: Comply

3.2.2 (Module D) CPO Mills – Identity Preserved Requirements

Clause	Requirement								
D1	Definition								
D.1.1 A mill is deemed to be Identity Preserved (IP) if the FFB used by the mill are sourced from plantation/ estates that are certified against the RSPO Principles and Criteria (RSPO P&C), or against the Group Certification scheme. Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. If a mill process certified and uncertified FFB without physically separating them, then only Module E is applicable.									
Bebunga POM has previously obtained the RSPO Certification (MUTU-RSPO/014) on March 16, 2012 by applying the SCCS Identity Preserved (IP) scheme and at the time of ASA-1.1, Bebunga POM is still projecting itself to implement SCCS Identity Preserved (IP) scheme. This can be seen from all the supply of FFB received during the period of comes from the FFB certified Bebunga Estate, Bakau Estate. Sungai Cengal Estate, KKPA Sungai Cengal and from PT. PSA is Binturung Estate									
	Status: Comply								
D.2	Explanation								
D.2.1 The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the certification body (CB) in the public summary of the P&C certification report. For an independent mill, the estimated tonnage of CPO and PK products must be recorded in the RSPO IT platform, supply chain certificate and public summary audit report. This figure represents the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report									
Bebunga POM has determined the estimation for CPO and PK production produced by the certified mill. The tonnage estimation is attached on the document of budget projection for one year. The estimation and actual Certified FFB production on below table:									
<table><tr><th>Certified Product</th><th>Projected Certified Volume for next year (MT)</th></tr><tr><td>FFB</td><td>124,710</td></tr><tr><td>CPO</td><td>26,813</td></tr><tr><td>PK</td><td>6,485</td></tr></table>		Certified Product	Projected Certified Volume for next year (MT)	FFB	124,710	CPO	26,813	PK	6,485
Certified Product	Projected Certified Volume for next year (MT)								
FFB	124,710								
CPO	26,813								
PK	6,485								
	Status: Comply								
D.2.2 The mill must also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform).									
The parent company of PT Langgeng Muara Makmur are Sime Darby Plantations Bhd member of the RSPO since 07 December 20042011 with registration number 1-0008-04-000-00									
Bebunga Mill (PT Langgeng Muaramakmur) are RSPO certified Mill with Certificate Number No MUTU- RSPO/014 and also has been registered with member ID RSPO IT Platform member registration number Member id : RSPO_P01000000324.									
CPO production and Sold for Bebunga Factory									
Month	CSPO produce	CSPO Sales (Kg)							

Buyer		Volume (ton)	CSPO/ Non CSPO
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Mar-18	1,470,148	GHN	CSPO
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May-18	1,696,978	GHN	CSPO
Jun-18	1,504,488	GHN	CSPO
Jul-18	2,942,010	GHN	CSPO
Aug-18	3,003,825	GHN	CSPO
Sep-18	2,792,086	GHN	CSPO
Oct-18	3,031,567	GHN	CSPO
Nov-18	2,373,472	GHN	CSPO
Dec-18	1,748,016	GHN	CSPO
Jan-19	2,212,132	GHN	CSPO
Total Production	25,592,268	Total Sales	23,940,964
Total Production + Opening Stock	26,484,663		

CSPK production and Sold For Bebunga Factory

Month	CSPK produce (KG)	CSPK	
		Buyer	Volume (KG)
opening stock	106,586		
Feb-18	236,408	KCP Rantau	288,580
Mar-18	310,914	KCP Rantau	326,910
Apr-18	411,351	KCP Rantau	336,500
May-18	424,836	KCP Rantau	458,290
Jun-18	373,643	KCP Rantau	383,270
Jul-18	793,911	KCP Rantau	574,420
Aug-18	781,843	KCP Rantau	985,450
Sep-18	758,201	KCP Rantau	662,140
Oct-18	879,249	KCP Rantau	688,200
Nov-18	621,516	KCP Rantau	969,370
Dec-18	435,446	KCP Rantau	384,910
Jan-19	494,066	KCP Rantau	496,060
Total Production	6,521,384	Total Sales	6,554,100
Total Production + Opening Stock	6,627,970		

	Status: Comply
D.3	Documented procedures
D.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</p> <p>a. Complete and up to date procedures covering the implementation of all the elements in these requirements;</p> <p>b. 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 site's procedures for the implementation of this standard.</p> <p>The Certificate Holder has RSPO SCCS Manual Certification Standard No. SCCS-Std / RSPO / PSQM / 02 Rev.01 dated 2 January 2018. The scope of RSPO Supply Chain System: FFB Certificate processing from raw material acceptance to storage and delivery process produces Certified Sustainable Palm Oil (CSPO) and CSPK with module D (IP) and Module E (MB) both physical and office administration. The summary of this procedure were explain on below points:</p> <p>4.2.1. The procedure is documented</p> <p>4.2.2. Internal audits are conducted at least annually to ensure: the organization complies with RSPO SCCS requirements and RSPO Market Communication & Claim documents. Where the internal audit is done at least 2 months before the external audit. The internal audit results are included in the management review conducted at least once a year.</p> <p>4.3. The Mill ensures the purchase of incoming goods, however the marketing division in Jakarta's is responsible for checking the validity of supplier certificates, licenses for traders and distributors.</p> <p>4.3.2. The Unique code/ unique identification number aims to ensure that products are sold through quality tests and can be traced back to the beginning of the process.</p> <p>4.5. Third party activities (outsourcing)</p> <p>4.6. Sales and goods out</p> <p>Units that need to make announcements and trade confirmations in the RSPO IT Platform, this should also include making shipping announcements (each shipment/shipping group by the marketing division). Certified products sold through other schemes or conventional means or in case of lack of production, lost or damaged shall be removed.</p> <p>4.8. Training</p> <p>The training plan for RSPO SCCS requirements process should be reviewed continuously/annually.</p> <p>4.9. The record keeping</p> <p>The record keeping of all documents are minimum 10 years for financial report documents and transactions; and minimum two years for data other than financial documents.</p> <p>4.10 Conversion Factor</p> <p>Conversion value is determined by marketing division in Jakarta, based on data sent by Mill on the basis of the resulting of FFB processing, so that the conversion value obtained is the same as the actual obtained by the Mill, and the conversion reference by marketing follows the mill manager monthly report period.</p> <p>4.11. Claim pursuant to RSPO communication and claim.</p> <p>4.12. Complaint</p> <p>Stakeholders may complain by email or face directly to the management representative. The complaint should be handled no later than one month after the complaint is received. Especially for complaints related to salary rights, incentive benefits, product complaints, and payments is should be acted upon no later than 14 days after the complaint has been received. All complaints and responses should be recorded.</p> <p>4.13. Management review</p> <p>Management review plan is established: after internal audit, before external audit checks and minimally done once in twelve months /one year.</p> <p>Input for management review should include information: internal audit results of SCCS requirements, production achievements, customer feedback, preventive and corrective action status, follow up on review management, changes that may affect system management and improvement recommendations.</p> <p>The results of interviews with head of administration and weighbridge operator showed that workers have already known the duties and responsibilities of each in the implementation of SCCS.</p>

Status: Comply
D.3.2
The site shall have documented procedures for receiving and processing certified FFBs

RSPO SCCS Manual Certification Standard No. SCCS-Std/RSPO/PSQM/02 Rev.01 dated 2 January 2018. The SOP contains complete and up-to-date procedures that include certified and non-certified acceptance and processing procedures for FFB.

During the verification in Mill, weighbridge operator has checked FFB document to ensuring FFB delivered from certified supply bases. All FFBs received from certified estate, which is all weighbridge slip marked "certified product". Based on field visit on Bebunga Factory, acquired information that PIC for SSCS implementation (for examples weight bridge operators, security, and "Kepala tata usaha") that training and refreshment (awareness) of supply chain management system were carried out annually.

Status: Comply
D.4
Purchasing and goods in
D.4.1
The site shall verify and document the tonnage and sources of certified FFBs received.

Bebunga Factoryl has had maintain accurate, complete and up-to-date for the FFB receives,). Within this record, the certificate holders maintain the FFB's sources based on monthly bases

FFB Received from own estate periode Feb 18 – Jan 19

Month	FFB (Kg)		
	RSPO Certified	Non Certified	Total
Feb-18	5,141,670		5,141,670
Mar-18	7,047,930		7,047,930
Apr-18	8,502,410		8,502,410
May-18	8,488,000		8,488,000
Jun-18	7,628,850		7,628,850
Jul-18	15,105,160		15,105,160
Aug-18	14,070,800		14,070,800
Sep-18	13,875,750		13,875,750
Oct-18	15,328,410		15,328,410
Nov-18	12,227,810		12,227,810
Dec-18	8,287,050		8,287,050
Jan-19	10,255,750		10,255,750
Total	125,959,590		125,959,590

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

Bebunga Mill procedures for the implementation of supply chain in the identification procedure and Traceability. This procedure states that in case the projection is exceeding the claim of certified product, then company should perform: informs related RSPO certification body

The results of interviews with representatives of the management unit indicates that the management unit has been understood about the procedures for providing information if there is excess production of RSPO-certified products. Document review showed that the production of RSPO certified products do not exceed the estimated production in the RSPO certificate attachment of ASA-1.1,

Based on evaluation production between last year projected certified volume (MT) (04 August 2018 to 03 August 2019) and last year actual certified volume (February 2018 – January 2019) (MT) there is a possibility that the production of certified products will exceed the quota, it is because bebunga factory receives FFB from other sources that are certified, its became OFI to remind CH for report to CB about the excessive production

Status: Comply

D.5 Record keeping

D.5.1

The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis.

Furthermore, Bebunga has record and balance of all RSPO CSPO and CSPK, non-certified products produced, as well as its dispatch on a monthly presented in the Table belows:

CPO production and Sold for Bebunga Factory

Month	CSPO produce	CSPO Sales (Kg)		
		Buyer	Volume (ton)	CSPO/ Non CSPO
Opening Stock	892,395	GHN		CSPO
Feb-18	1,118,148	GHN	1,203,358	CSPO
Mar-18	1,470,148	GHN	594,073	CSPO
Apr-18	1,699,398	GHN	1,608,440	CSPO
May-18	1,696,978	GHN	1,498,838	CSPO
Jun-18	1,504,488	GHN	2,201,905	CSPO
Jul-18	2,942,010	GHN	1,552,808	CSPO
Aug-18	3,003,825	GHN	914,292	CSPO
Sep-18	2,792,086	GHN	2,003,139	CSPO
Oct-18	3,031,567	GHN	3,015,439	CSPO
Nov-18	2,373,472	GHN	4,509,834	CSPO
Dec-18	1,748,016	GHN	3,252,504	CSPO
Jan-19	2,212,132	GHN	1,586,334	CSPO
Total Production	25,592,268	Total Sales	23,940,964	
Total Production + Opening Stock	26,484,663			

CSPK production and Sold For Bebunga Factory

Month	CSPK produce (KG)	CSPK	
		Buyer	Volume (KG)
opening stock	106,586		
Feb-18	236,408	KCP Rantau	288,580
Mar-18	310,914	KCP Rantau	326,910

Apr-18	411,351	KCP Rantau	336,500
May-18	424,836	KCP Rantau	458,290
Jun-18	373,643	KCP Rantau	383,270
Jul-18	793,911	KCP Rantau	574,420
Aug-18	781,843	KCP Rantau	985,450
Sep-18	758,201	KCP Rantau	662,140
Oct-18	879,249	KCP Rantau	688,200
Nov-18	621,516	KCP Rantau	969,370
Dec-18	435,446	KCP Rantau	384,910
Jan-19	494,066	KCP Rantau	496,060
Total Production	6,521,384	Total Sales	6,554,100
Total Production + Opening Stock	6,627,970		

	Status: Comply
D.6	Processing

D.6.1	
The site shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept separated from non-certified oil palm product including during transport and storage to strive for 100% separation.	
The facility has only one line of palm oil processing and storage facilities used to process and store oil only from certified sources.Facility has verified the certified CPO and PK sent via weighbridge ticket containing the information: Ticket number, time, nett weight, and transporter, stamp "RSPO Certified", Mill, Product Code, Quality, authorization from factory officer.	
	Status: Comply

3.3. Conformity Checklist of Certificate and Trademark Use

1.	Evidence of permission or approval certificate and logo from Certification Body which submitted by Client	X or√
ASA-1.2	Sime Darby Plantation Bhd as parent company of PT LMR has had trademark license with number RSPO-1106024 During field observation and documents review PT LMR does not use RSPO logo/trademark.	√
	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-1.2	Sime Darby Plantation Bhd as parent company of PT LMR has had trademark license with number RSPO-1106024 During field observation and documents review PT LMR does not use RSPO logo/trademark.	√
	Status: Comply	
3.	Implementation of Certificate and Logo is not used on product	X or√
ASA-1.2	Sime Darby Plantation Bhd as parent company of PT LMR has had trademark license with number RSPO-1106024 During field observation and documents review PT LMR does not use RSPO logo/trademark.	√
	Status: Comply	
4.	Controlling of Certificate and Logo, including withdrawing inappropriate logo.	X or√
ASA-1.2	Sime Darby Plantation Bhd as parent company of PT LMR has had trademark license with number RSPO-1106024 During field observation and documents review PT LMR does not use RSPO logo/trademark.	√
	Status: Comply	

3.4. Summary of RSPO Partial Certification.

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

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

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

MUTU Auditor has verified company partial certification and concludes that:

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

2.1 Un-Certified Units or Holdings		
Section	Requirement	Concerns to Discuss, if any
2.2.1	Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	<p>Company Group/Holding Statement: Companies are already doing internal audits. There are internal audit reports for each company.</p> <p>Auditor Verification: Internal Audit report available for uncertified management unit for example PT Sandika Natapalma – Karya Palma Estate on 10 February 2017.</p>
i.	<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: HCV assessment has been conducted for uncertified units i.e. PT Mitra Austral Sejahtera (by Aksenta in March 2009) and Sime Darby Plantation Liberia operations (by RSPO approved assessors – Dr SK Yap in 2011).</p> <p>Auditor Verification: Sime Darby Plantation Bhd sent disclosure of liability including LUCA analysis to RSPO Secretariat on 2 December 2014 and 2nd revision on 24 June 2016. The companies ensuring</p>

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

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

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-1.1

NCR No.	: 2018.01	Issued by	: Muhammad Rinaldi
Date Issued	: 24 May 2018	Time Limit	: ASA 1.2
NC Grade	: Minor	Date of Closing	: August 1, 2018
Standard Ref. & Requirement	: 1.1.1 List of information related to criterion 1.2 that can be accessed by relevant stakeholders shall be available.		
Non-Conformance Description & Evidence observed (filled by auditor): Based on the results of document review related to providing routine information to the government, it is known that the company has not been able to show the reporting records related to it, such as: <ul style="list-style-type: none">• Plantation Progress Report Semester II in 2017• P2K3 reports for quarter II, III, IV in 2017 and quarter I in 2018• Compulsory Report of Manpower in 2017• Report on Land Use Title Utilization in 2017• Report for water usage volume every 3 (three) months			
Root Cause Analysis (filled by organization audited): Report findings cannot be shown when the RSPO ISPO audit is due to the following; <ul style="list-style-type: none">• Plantation Progress Report (LKUP) of semester II of 2017 has not been sent to the management unit by PSD / Legal department located in Jakarta head office as PIC legal reports to relevant agencies.• P2K3 reports quarter IV 2017 and quarter I 2018 cannot be shown during the RSPO ISPO Audit due to the safety officer as PIC P2K3 report not copying the report before being sent to the Manpower Office South Kalimantan.• Obligatory Report of Labor (WLTK) in 2017 cannot be shown proof of reply from the relevant service due to the absence of a compulsory report that has been submitted.• The 2017 HGU Utilization Report has not been sent to the management unit by the PSD / Legal department located at the Jakarta head office as PIC legal reports to the relevant agencies.• Water used quarter report is not found in PT LMR, because PT LMR does not use ground water in operational implementation. PT. LMR uses rainfed reservoir water. This is in accordance with Government Regulation No.43 of 2008			
Correction (filled by organization audited): Request proof to send reports to stakeholders and send reports that have not been sent to relevant agencies. <ul style="list-style-type: none">• Request LKUP report to PSD department as a PIC for legal reports to related agencies.• Request a copy of P2K3 to Labor Agency of South Kalimantan. (Still in the process request).• Re-coordinate with relevant agencies to request a 2017 Labor Report (WLTK) from PT. LMR.• Request a report on the use of HGU to the PSD department along with the proof of delivery.			
Corrective Action (filled by organization audited): Prevention from the findings of the routine report is that the PSQM will continue to coordinate with the PSD department as PIC legal reports to relevant agencies and safety officers as PIC for safety reports including P2K3.			
Assessor Evaluation and Conclusion (filled by auditor): Verification June 29 2018 The company has shown proof of improvement in the form of proof of LKUP reporting to the Directorate General of Plantations at the Ministry of Agriculture on January 9, 2018, while for other reporting evidence has not been provided by the company. In addition, the company still needs some additional information related to root cause analysis, corrective and corrective actions. Based on this, the Non-conformity No. 2018.01 declared Not Fulfilled. (open)			
Verification July 20, 2018			

The company has shown proof of improvement in the form of proof of reporting mandatory reports to relevant agencies such as:

- Evidence of reporting of 2017 Land Use of HGU via email to BPN Kotabaru Regency on 11 July 2018
- Evidence of 2017 Labor Report Required to the Manpower Office for the Bebunga Estate and Bakau Estate on July 3, 2018
- Proof of reporting of 2017 and I Quarter I-IV Water Use Volumes in 2018 to the South Kalimantan Integrated One Stop Investment and Service Office (DPMPTSP) via email on July 14, 2018.
- P2K3 Report for Quarter IV of 2017 and Quarter I of 2018

However, the company has not shown proof of improvement related to the following:

- Proof of reporting Must Report Labor to the Manpower Office for Bebunga Factory
- Proof of reporting of P2K3 Reports in Quarter IV of 2017 and First Quarter of 2018

Verification August 1, 2018

The company shows proof of improvement:

- Proof of receipt of the Mandatory Report to Report Labor to the Manpower Office for Bebunga Factory dated July 18, 2018.
- Proof of receipt of the first quarter P2K3 Report 2018 dated April 6, 2018.
- Proof of receipt of P2K3 Reports for quarter IV of 2017 dated January 9, 2018.
- Proof of receipt of the Mandatory Report on Labor Requirement to the Manpower Office for Bakau Estate dated July 3, 2018.
- Proof of receipt of the Mandatory Report to be Reported to the Manpower Office for the Bebunga Estate dated July 3, 2018.

Based on this explanation, the Non-Conformity No. 2018.01 declared fulfilled.

Verified by : Trismadi Nurbayto

NCR No.	: 2018.02	Issued by	: Muhammad Rinaldi
Date Issued	: 24 May 2018	Time Limit	: 23 July 2018
NC Grade	: Major	Date of Closing	: 20 July 2018
Standard Ref. & Requirement	1.1.2 Records of requests for information and responses to the information requested shall be available.		
Non-Conformance Description & Evidence observed (filled by auditor): Based on the result of the documents review related to information request from stakeholder is known that the certificate holder has shown the response documents on the request of information for the Bakau Estate and Bebunga Factory, but the certificate holder has not been able to show the response request document for Bebunga Estate.			
Root Cause Analysis (filled by organization audited): Proof of response to the Bebunga Estate document request cannot be shown during the audit because, the PIC in charge while the permit did not work for several days to take care the child who is sick.			
Correction (filled by organization audited): After the relevant PIC returned to work, the company requested related documents to be submitted to the auditor, including: <ul style="list-style-type: none">• Present response documents requesting information in the form of outgoing and incoming mail books from Bebunga Estate. (attached)			

- Present document responses to requests for information from stakeholders. (attached)

Corrective Action (filled by organization audited):

Request a soft copy of the correspondence to PIC employee's correspondence during the internal audit of the RSPO and ISPO to be filed with the RSPO secretariat, so that the RSPO and ISPO data are available during the next audit surveillance. The implementation mechanism is the safety officer who asks the employee to softcopy the document to submit to the certificate and forward it to Ast. PSQM which was then stored in the RSPO secretariat of PT. LMR.

Assessor Evaluation and Conclusion (filled by auditor):
Verification July 20 2018

The company has determined the root of the problem, corrective and corrective actions as improvements to existing nonconformities. In addition, the company has shown proof of improvement in the form of information request documents along with their responses to Bebunga Estate such as incoming and outgoing mail books and responses to requests for information from stakeholders. Based on this explanation, **the Nonconformity No. 2018.02 was closed**

Verified by : Rindu Galih Rezza Rachmansyah

NCR No.	: 2018.03	Issued by	: I Wayan Sudi Antara
Date Issued	: 24 May 2018	Time Limit	: ASA-1.2
NC Grade	: Minor	Date of Closing	: 07 August 2018
Standard Ref. & Requirement	4.4.1 An implemented water management plan shall be in place.		
Non-Conformance Description & Evidence observed (filled by auditor): Based on field visits at Sempadan Sungai Lintang at Bebunga Estate and reservoirs at Bakau Estate, no name signboards and restrictions were found. In addition, there are former chemical application activities in the palm staple dish on the reservoir border (Bakau Estate). It does not comply with the SOP for Watershed Protection (031 / LMR-DAS / C7) dated December 1, 2010, which contains signboard installations and warnings and restrictions on chemical applications in river borders and water sources / dams.			
Root Cause Analysis (filled by organization audited): Maintenance of reservoirs and sign boards is late because employees are transferred to other maintenance work. Signboard and prohibition for agrochemical application in riparian already damaged.			
Correction (filled by organization audited): Renew and repair sign boards prohibition for agrochemical application in riparian and reservoirs.			
Corrective Action (filled by organization audited): Make a program for the area of HCV / riparian period 2018-2019. The program the sign board repairs and maintenance every month by safety officer, checked by field Assistant and Estate Manager.			
Assessor Evaluation and Conclusion (filled by auditor): Verification August 7, 2018 <ul style="list-style-type: none">- Monitoring sign board Sign (Bebunga Estate August 2018 at 11 locations with 26 pcs Signboards consist of 11 Signboard conservation area, 3 Sign boards for RTE species, 8 Sign Board riparian, and 4 burn prohibition for burning. The document made HCV Officers and Estate Manager.- Monitoring sign board Sign (Bakau Estate July 2018 at 11 locations with 22 pcs Signboards consist of 10 Signboard conservation area, 1 Sign boards for RTE species, 7 Sign Board riparian, and 4 burn prohibition for burning. The			

document made HCV Officers and Estate Manager.

- Minutes of installation a prohibited application signboard at reservoir border ""Pondok III"" Bakau estate, June 27, 2018.
- Installation for prohibition chemical application mark (yellow cross) at Bakau estate.
- Minute of socialization riparian to sprayer worker at Bakau estate June 27, 2018 conducted by a senior assistant attended by 12 employees.
- Minute of HCV signboard repairing at Lintang River June 27, 2018 (Bebunga Estate).

Based on the root cause analysis, evidence of the improvement shown and the preventive action plan presented, NC has been comply.

Verified by : **Radytio Puspanjana**

NCR No.	: 2018.04	Issued by	: I Wayan Sudi Antara
Date Issued	: 24 May 2018	Time Limit	: ASA-1.2
NC Grade	: Minor	Date of Closing	: February 15, 2019
Standard Ref. & Requirement	4.4.4 Monitoring of mill water use per ton of FFB shall be recorded.		
Non-Conformance Description & Evidence observed (filled by auditor): Based on water usage monitoring records from January 2017 to April 2018 there is water use that is above the established budget (1.25 for the process and 1.88 for the total). In March to July 2017 the total water use of the plant ranges from 2.07 to 3.23 m3 / ton TBS. The results of the evaluation and follow-up to the excess ratio of water usage can not be shown.			
Root Cause Analysis (filled by organization audited): The addition of water use for domestic needs due to the addition of housing in Bebunga Estate and staff housing.			
Correction (filled by organization audited): Evaluations will be carried out for the use of water for operations and domestic water, water use per tonne of FFB is in accordance with the processing budget			
Corrective Action (filled by organization audited): Make monthly water usage monitoring done separately every month.			
Assessor Evaluation and Conclusion (filled by auditor): Verification February 15, 2019 Actual water use of Bebunga POM period January 2017 to April 2018, there are several months of water usage above the budget. This is due to the use of water for housing emplacement, management mess and replacement of management mess pool water every 2 weeks, for the purposes of swimming pool activities and PT LMR staff on holidays. The company can show records of actual Air usage for processing water. Based on root Cause analysis, evidence of the improvement shown and the preventive action plan presented, NC has been comply.			
Verified by	: Radytio Puspanjana		

NCR No.	: 2018.05	Issued by	: Trismadi Nurbayuto
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Date Issued	: 24 May 2018	Time Limit	: 23 July 2018
NC Grade	: Major	Date of Closing	: 23 July 2018
Standard Ref. & Requirement	4.6.6 Storage of pesticides shall be according to recognized best practices. All pesticides containers shall be properly managed according to the existing regulations and or instructions enclosed on the containers (see criterion 5.3).		

Non-Conformance Description & Evidence observed *(filled by auditor):*

- Pesticide storage in the nursery warehouse has not implemented the best practices set by the company. For example:
 - No MSDS product available
 - Each type of pesticide has not been placed separately according to their respective groups (Herbicides, fungicides, and insecticides)


No MSDS available

Herbicides and fungicides are still stored in one place

This is not in accordance with:

1. PT Langgeng Muaramakmur Pesticide Storage and Ex-Pesticide Packaging SOP with document No. 039 / LMR-PST / C9 which states:
 - Pesticides must be stored in a safe place, separate from fertilizers, food ingredients and water sources
 - Each type of pesticide must be placed separately according to their respective groups (herbicides, fungicides, rodenticides and insecticides)
 - Empty pesticide packaging used to be returned to the warehouse clerk for temporary storage (1 month) then the warehouse clerk sends the former packaging of the pesticide to the LB3 TPS that has permission in the POM
2. Republic of Indonesia Government Regulation Number 74 of 2001 concerning Management of Hazardous and Toxic Substances Article 12 stating that each party responsible for transportation, storage and distribution of B3 must include Material Safety Data Sheets.

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

BBE seedlings have recently experienced improvements both in terms of management systems and facilities, including toilets and warehouses. These improvements are still in process so many facilities are not standardized so that there are many RSPO findings found in the nursery environment as mentioned above.

Correction *(filled by organization audited):*

- Placing Pesticides stored in nursery warehouses in a safe place, separate from fertilizers, food ingredients and water sources, then making each type of pesticide place separately according to their respective groups (herbicides, fungicides, rodenticides and insecticides). And make a reservoir. Attached document.
- Complete the MSDS in the nursery warehouse in accordance with the types of LB3 in the warehouse. Attached document.
- Making washing mechanism knap sack and tools used after work, including clothes, boots, and other work equipment done at BSS's house, which is close to the nursery warehouse. The BSS house already has a special place for washing the sack and the remaining toxins are collected in the water trap and the location is safe, far from the well or source of water for living purposes in accordance with existing regulations. The mechanism must be followed by all employees who work in

the warehouse environment and spray employees at the BBE nursery. Attached document.

Corrective Action *(filled by organization audited):*

Conduct socialization of the mechanism for carrying out knapsack washing, mixing of materials, handling of tools used in spray work and MSDS in the warehouse so that all employees involved with pesticides in the nursery understand the correct rules and can apply them. Paste the mechanism for the mixing of ingredients and how to handle the appliance as used. Attached document.

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

Verification on July 23, 2018

Root problem analysis, corrective action, and preventive measures can be accepted, but the attached document must be shown. Non-conformities are not yet fulfilled.

Verification on July 23, 2018

The Company shows Nursery Improvement Minutes Number: 01 / BBE-bbt / VII / 2018 dated July 16, 2018 with job details such as tidying and cleaning warehouse bibs, Installing MSDS in warehouses, making dividing dividers and being given doors for chemicals, making mixing materials pesticides, replace the reservoir of water in the toilet, and attach the mixing mechanism.

In addition to physical improvements to the nursery warehouse, the company also conducts socialization related to MSDS, storage of pesticides, and handling of pesticides against nursery employees

Based on the analysis of the root of the problem, corrective actions, and preventive measures that have been sent, Non-compliance was closed

Verified by : Trismadi Nurbayuto

NCR No.	:	2018.06	Issued by	:	Trismadi Nurbayuto
Date Issued	:	24 May 2018	Time Limit	:	ASA-1.2
NC Grade	:	Minor	Date of Closing	:	August 1, 2018
Standard Ref. & Requirement	:	4.6.7 Application of pesticides shall be by proven methods that minimize risk and negative impacts.			
Non-Conformance Description & Evidence observed <i>(filled by auditor):</i>					
The use of pesticides by the company has not referred to methods that can minimize the risks and negative impacts.					
<ul style="list-style-type: none">• The spray team's Personal Protective Equipment is not in accordance with established best practices:<ul style="list-style-type: none">- During the spraying of the circle and harvesting path and pest spraying, not all workers have used masks provided by the company.- The Spraying Team does not use face protection					



BBE Spray Team in block F18 Division I



Spray Team (Contract worker) in BKE block A405 division III



Masks provided by the company

Based on this, it can be concluded:

1. The company has not been able to demonstrate a system to ensure that every pesticide applicator has used PPE in accordance with the company's provisions.
 2. The PPE spray team has not entirely referred to SOP No. Policy 10x / PTK-PST / 2004 concerning pesticides and their management, which among others states that officers must use face protection
- **Pesticide storage in the nursery area is not in accordance with the best practices that have been applied such as:**
 - Not yet equipped with a special place for knapsack washing which is equipped with a drainage for used washing water which is accommodated into a special tub.
 - Not yet equipped with storage and washing clothes, boots and other work equipment



Washing Place for Work Tools and Pesticide Mixing

- **Results of interviews with spraying workers in block A405 Division III BKE with 4 workers and the head of the chief contractor obtained information that washing knapsack and PPE after the work was done at field (not at a special place). Apron, Masks, and Work Wear are taken home**

This is not in accordance with the Pesticide SOP and Management No.policy 10x / PTK-PST / 2004 and the SOP Block Spraying System & BSS Station Usage which states:

- Knapsack washing is done in a special place and the remaining hazardous waste are collected in the water trap
- Tools used after work as well as clothes, boots and other work equipment to be washed with clean water in a safe place, far from wells or sources of water for living purposes

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

1. Employees at the BKE interviewed by the auditor stated that they bought PPE themselves because the employee was a new employee working in that field as well as a contractor. So that the procurement of PPE is still in process.

2. BBE Nursery area has recently experienced improvements both in terms of management systems and facilities, including toilets and warehouses. These improvements are still in process so that many facilities are not standard so there are many RSPO findings found in the nursery environment as mentioned above.

Correction *(filled by organization audited):*

1. Completing Employee Spray Masks in Bakau Estate (Documents attached). And Harvesting Employees at Bakau Estate use self-purchased shoes (1 in 3 employees).
2. Placing pesticides stored in nursery warehouses in a safe place, separate from fertilizers, food ingredients, and water sources, then making each type of pesticide placed separately according to their respective groups (herbicides, fungicides, rodenticides and insecticides). And make a container. Document attached
3. Complete the MSDS in the nursery warehouse according to the types of hazardous waste in the warehouse. (document attached)
4. Make a washing mechanism for knapsack and the tools used after work including clothes, boots, and other work equipment are done at the BSS house, which is close to the nursery warehouse. The BSS house has a special place for washing knapsack and the rest of the hazardous waste is collected in the water trap and the location is safe, far from the well or water source for the purpose of living according to existing regulations. The mechanism must be followed by all employees working in warehouse and spray employees in BBE nurseries. Document (attached)

Corrective Action *(filled by organization audited):*

1. Monitoring the use of PPE by the foreman to monitor the use of PPE in the field. And provide PPE to employees according to their work before the employee works. (document attached)
 2. and 3. PSQM coordinates with the safety officer as a PIC to carry out its work. The procedure for implementing safety reporting is found in the Job description of safety officer (Document attached).
- Socialize the mechanism for carrying out knapsack washing, mixing materials, handling the tools used in spray work and MSDS in the nursery warehouse so that all employees involved in pesticides on the nursery area understand the correct rules and can apply them. Attach the mechanism of mixing the material and how to handle the flat equipment used. (Document Attached)

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

Verification on July 20, 2018

The company shows some evidence of improvement as follows:

1. Records of giving masks to the spray team of Division III BKE dated May 14, 2018.
2. Records of the provision of boots to the Division III BKE spray and harvest team dated June 22, 2018.
3. Monitoring records for the use of PPE spray teams in June 2018 in Division III BKE.
4. Record of socialization to the Division III spray team related to the limits may not apply chemicals in buffer zone.
5. Memo of AC Pamukan 1 (No. 01/AC-Pmk1/K3/VI/2018 dated 1 June 2018 dated June 1, 2018) to all Managers and Assistants related to the use of PPE for spray team, including: appropriate clothing, aprons, glasses, rubber gloves, carbon masks, and boots.

Verification on August 1, 2018

The company shows Nursery Improvement Minutes Number: 01 / BBE-bbt / VII / 2018 dated July 16, 2018 with details of work such as tidying and cleaning the nurseries warehouse, Installing MSDS in the warehouse, making separator bulkheads and giving doors to chemicals (exclusive room), making mixing containers of ingredients pesticides, replacing drums for water in the toilet, and attaching the mechanism of pesticide mixing.

In addition to the physical improvement of the nursery warehouse, the company also carried out socialization related to MSDS, pesticide storage, and handling pesticides for employees of nurseries.

Based on root cause analysis, correction, and corrective actions that have been sent, nonconformities are stated to have been fulfilled

Verified by : Trismadi N.

NCR No.	: 2018.07	Issued by	: Trismadi Nurbayuto
Date Issued	: 24 May 2018	Time Limit	: ASA 1.2
NC Grade	: Minor	Date of Closing	: 07 August 2018
Standard Ref. & Requirement	4.6.9 Evidence of training on handling pesticide for workers and scheme smallholder (if any) shall be available.		
Non-Conformance Description & Evidence observed (filled by auditor): The Management cannot show records of pesticide handling training for Spray workers or employees who have direct contact with pesticides.			
Root Cause Analysis (filled by organization audited): Lack of knowledge form sustainability staff that the certificate holder must show records of pesticide handling training for Spray workers or employees who have direct contact with pesticides to auditors of RSPO.			
Correction (filled by organization audited): Collected evidence of the implementation of training programs from the BKE and BBE offices to the CH Sustainability Administration Office PT. LMR and submit the training program then sent to the RSPO auditor. Attached document.			
Corrective Action (filled by organization audited): Improving the file collection system in the CH Sustainability Administration Office, in addition to collecting hard copy documents, documents can also be in the form of soft copies to be collected into one computer in the RSPO secretariat.			
Assessor Evaluation and Conclusion (filled by auditor):			
Auditor Verification July 10 2018			
<ul style="list-style-type: none"> PT Langgeng Muaura Makmur's Human Resources Development and Training Program in 2018 which consists of Training Programs, Training Participants, Training facilitators and Implementation plans. The types of training programs planned are Fire Fighting Training, Fruit Grading, Electricity K3 and Workshop, first aid training, prevention of environmental pollution, control training and process control training, which was made by PSQM and approved by the Pamukan Controller Area. News of the Training and Refresh Competition & Safety briefing Training, handling of pesticides and dissemination of buffer zones dated 2 February 2018 with foreman and spray staff participants totaling 49 participants. Attached is the photo of the socialization and attendance list 			
Auditors' conclusions July 10, 2018			
Identification of the root of the problem and correction submitted can be accepted, but please provide a clearer picture along with supporting evidence related to corrective actions to be carried out according to the above question. Based on the explanation above, the discrepancies are declared not fulfilled.			
Auditor verification July 23 2018			
Data on the realization of the 2017 training program include:			

- Spray training held on 21 July 2018 div II BKE which was attended by 23 employees
- Socialization of the Safety Brief dated July 2 and 3, 2018 at BBE which was attended by 47 employees and 40 employees.

Auditors 'conclusions July 23, 2018

Based on documents of proof of improvement shown by the management and explanations related to the mechanism of collecting RSPO and ISPO related documents which are conducted once a month. Non-compliance was closed

Verified by : Trismadi N.

NCR No.	: 2018.08	Issued by	: Trismadi Nurbayuto
Date Issued	: 24 May 2018	Time Limit	: 23 July 2018
NC Grade	: Major	Date of Closing	: 23 July 2018
Standard Ref. & Requirement	4.7.1 A health and safety policy shall be in place. A health and safety plan shall be documented and implemented, and its effectiveness monitored.		
Non-Conformance Description & Evidence observed <i>(filled by auditor):</i> The Management has not been able to show the Occupational Health and Safety Plan Program for 2017-2018 (July-June) as well as the planned program realization records and their evaluations.			
Root Cause Analysis <i>(filled by organization audited):</i> The Occupational Health and Safety work program for 2017/2018 and the intended realization has not yet been shown because several documents in the CH Sustainability Administration Office suffered damage due to seepage of water from outside. RSPO document storage cabinets that are close to the window experience seepage when it rains.			
Correction <i>(filled by organization audited):</i> Submit work programs and Occupational Health and Safety realization records for 2017/2018 to the auditor team. Attached document.			
Corrective Action <i>(filled by organization audited):</i> Replace the window that is not completely closed (deafening) so that there is no seepage of water when it rains. Ensure that the documents in the RSPO secretariat are in good condition by the CH Sustainability Administration Office PIC (PSQM Staff).			
Assessor Evaluation and Conclusion <i>(filled by auditor):</i> Auditor Verification 23 July 2018 The company shows the Occupational Health and Safety Program in July 2017 - June 2018 factory facilities and the realization of activities and activities such as: <ul style="list-style-type: none">• Work Accident Reports July 2017-June 2018 with no results found in accidents at Bebunga POM• Lighting Examination Report which is carried out every month from December 2017 to May 2018• Inspection of PPE facilities in LB3 Warehouse, Machine Room, with the results of all PPE available• Inspection of PPE usage in April and May 2018• Checking K3 Inventory• APAR Monitoring• Loto checklist• Hydran check			

- First aid monitoring
 - As well as Evaluation on Environmental Hygiene activities in Employee housing with results of road hardening
- The company shows the Occupational Health and Safety Work Program for July 2017 - June 2018 Bebunga Estate and its realization and Evaluation such as:

- Work Accident Reports for Estte June 2017-July 2018 with a total of 26 work accidents and 45 workdays lost or 315 working hours
- Information on inspection reports
- Chemical Work Environment Inspection
- Spray PPE inspection conducted every month from June 2017 to May 2018
- Sudden inspection of PPE Fertilization carried out from July 2017 to April 2018
- Monitoring of PPE in the Agrochemical Warehouse
- Monitoring PPE at the Generator house
- Harvesting PPE inspection during the morning queue
- Vehicle PPE facilities
- Facilities for light fire extinguishers

The company shows the Occupational Health and Safety Program in July 2017 - June 2018 Bakau Estate and its realization and evaluation such as:

- Information on inspection reports
- Sudden inspection of Spray PPE in May 2018
- Inspection of PPE fertilization
- Monitoring PPE Agrochemical
- Means of PPE Harvesting in the field of the morning queue
- Monitoring of the means of the house PPE generator
- PPE monitoring
- First aid monitoring

Based on the evidence of improvement shown, the root analysis of the problem and the corrective action shown, the Non-compliance was closed

Verified by : **Bayu Yogatama**

NCR No.	: 2018.09	Issued by	: Trismadi Nurbayuto
Date Issued	: 24 May 2018	Time Limit	: ASA 1.2
NC Grade	: Minor	Date of Closing	: August 7, 2018
Standard Ref. & Requirement	4.7.5 A procedure for emergency and work accident shall be available in Indonesian Language; and the workers, who have attended First Aids training, are available in the working areas.		
Non-Conformance Description & Evidence observed (filled by auditor): There is insufficient evidence first aid that supporting facilities are available at the workplace as long as the work activities take place with sufficient stock, this is known based on the results of field visits: <ul style="list-style-type: none">• First aid box in BBE Workshop only contains 13 types without a table of contents.• First aid box in BBF B3 Waste Warehouse Contains 13 types from the list of 15 types• Foreman Fertilizer Block F19, Div 1, Bebunga Estate does not carry a first aid kit• Spraying foreman on Block E17, Div 1, Bebunga Estate do not carry a first aid kit• First Aid Box for Harvesting Block A012, Div. 1, Bakau Estate Contains 6 conditions with Leakage and cannot be used.			

- First Aid Box for pest and disease foreman in Block K8, Div. 4, Bakau Estate contains 8 types with less supportive packaging.

It become nonconformance NC No 2018 09 with Minor category

Root Cause Analysis (filled by organization audited):

Procurement of first aid kit contents was not fulfilled because the contents of the first aid kit were not available at the Bebunga central clinic and Bakau clinic, so there was a lack in the contents of the first aid kit brought by the foreman in the field.

Correction (filled by organization audited):

Make requests for purchases for the contents of the first aid kit that are not available, so that the contents of the first aid kit can be fulfilled as soon as possible.

Corrective Action (filled by organization audited):

PSQM coordinates with safety officer as PIC for fulfilled their responsibilities. Report of Safety Realization Procedures contained in Safety Officer Job Description (Document attached).

Assessor Evaluation and Conclusion (filled by auditor):

Verification on August 7, 2018

- Minutes of letter about addition of the contents of the first aid kit in the POM dated May 23, 2018 which is known by the Bebunga Factory Manager
- Results of Monitoring of the First Aid Kit Box in July 2018 in all areas including the first aid kit that the foreman in Bakau was brought known by the estate Manager
- Memorandum of Procurement of portable first aid kits with number EST / BKE / 18/07/09 dated July 2, 2018 as many as 100 PCS submitted by the Estate Manager of Bakau Estate
- Minutes of handover of portable first aid kits to the foreman carried out by the safety officer and known by the Division Assistantat of Bakau Estate.

Based on the evidence of improvement shown, the root analysis of the problem and the corrective action shown, the Non-compliance was closed

Verified by : Bayu Yogatama

NCR No.	: 2018.10	Issued by	: Trismadi Nurbayuto
Date Issued	: 24 May 2018	Time Limit	: 23 July 2018
NC Grade	: Major	Date of Closing	: 23 July 2018
Standard Ref. & Requirement	4.8.1 Records of training program related to the aspects of RSPO Principles and Criteria shall be available.		
Non-Conformance Description & Evidence observed (filled by auditor): Company (BBE & BKE) Has not been able to show training programs related to all RSPO principles and criteria for example: BSS training, BMS, Harvest, HDI, HCV, K3, etc.			

Root Cause Analysis (filled by organization audited):

The training work program in question has not been shown because it is still looking for evidence of its implementation which still exists in each office file (BKE and BBE).

Correction (filled by organization audited):

Collected evidence of the implementation of training programs from the BKE and BBE offices to the RSPO secretariat PT. LMR and submit the training program then sent to the ISPO auditor. Attached document.

Corrective Action (filled by organization audited):

Improving the file collection system in the RSPO secretariat, in addition to collecting hard copy documents, documents can also be in the form of soft copies to be collected into one computer in the RSPO secretariat.

Assessor Evaluation and Conclusion (filled by auditor):
Auditor Verification July 10 2018

- PT Langgeng Muaura Makmur's Human Resources Development and Training Program in 2018 which consists of Training Programs, Pealtihan Participants, Training facilitators and Implementation plans. The types of training programs planned are Fire Fighting Training, Fruit Grading, Electricity K3 and Workshop, first aid training, prevention of environmental pollution, control training and process control training, which was made by PSQM and approved by the Pamukan Conroller Area.
- News of the Training and Refresh Competition & Safety breffing Training, handling of pesticides and dissemination of buffer zones dated 2 February 2018 with foreman and spray staff participants totaling 49 participants. Attached is the photo of the socialization and attendance list

Auditors' conclusions July 10, 2018

Identification of the root of the problem and correction submitted can be accepted, but please provide a clearer picture along with supporting evidence related to corrective actions to be carried out according to the above question. Based on the explanation above, the discrepancies are declared not fulfilled.

Auditor verification July 23 2018

Data on the realization of the 2017 training program include:

- Spray training held on 21 July 2018 div II BKE which was attended by 23 employees
- Census personnel training Div. 1 was held on 26 April 2018 attended by 2 census employees
- Leaf sampling training on February 2, 2017 on E48 block was attended by 12 employees
- Training related to the use of PPE and K3 in the Mangrove estate dated 2 Janauri 2017 attended by 13 employees
- Training on control of caterpillar Div II Bakau Estate on 24 Janauri 2017 was attended by 8 employees
- - K3 training in Bakau Estate div IV on January 12, 2018 attended by 8 employees

The realization of the 2018 training program includes:

- Bebunga Estate fertilization training dated 2 July 2018 which was attended by 23 participants
- Pest control training at PT LMR dated 15 May 2018 was attended by 29 employees
- Socialization of the Safety Brief dated July 2 and 3, 2018 at BBE which was attended by 47 employees and 40 employees. The flow chart of the RSPO and ISPO document collection mechanism is carried out every 1 month and is collected from the RSPO Secretariat of PT LMR.

Auditors 'conclusions July 23, 2018

Based on documents of proof of improvement shown by the management and explanations related to the mechanism of collecting RSPO and ISPO related documents which are conducted once a month. **Non-compliance was closed**

Verified by : **Trismadi Nurbayuto**

NCR No.	: 2018.11	Issued by	: Trismadi Nurbayuto
Date Issued	: 24 May 2018	Time Limit	: ASA 1.2
NC Grade	: Minor	Date of Closing	: 23 July 2018
Standard Ref. & Requirement	: 4.8.2 Records of training for each employee shall be maintained.		
Non-Conformance Description & Evidence observed (filled by auditor): The company (BBE & BKE) cannot show training records for all employees, for example: training related to BSS, BMS, Harvest, HDI, HCV, K3, etc.			
Root Cause Analysis (filled by organization audited): The training program in question has not been shown because it is still looking for evidence of its implementation which still exists in each office file (BKE and BBE).			
Correction (filled by organization audited): Collected evidence of the implementation of training programs from the BKE and BBE offices to the CH Sustainability Administration Office PT. LMR and submit the training program then sent to the ISPO auditor. Attached document.			
Corrective Action (filled by organization audited): Improving the file collection system in the CH Sustainability Administration Office, in addition to collecting hard copy documents, documents can also be in the form of soft copies to be collected into one computer in the RSPO secretariat.			
Assessor Evaluation and Conclusion (filled by auditor): Auditor Verification July 10 2018 <ul style="list-style-type: none"> PT Langgeng Muara Makmur's Human Resources Development and Training Program in 2018 which consists of Training Programs, Training Participants, Training facilitators and Implementation plans. The types of training programs planned are Fire Fighting Training, Fruit Grading, Electricity K3 and Workshop, first aid training, prevention of environmental pollution, control training and process control training, which was made by PSQM and approved by the Pamukan Controller Area. News of the Training and Refresh Competition & Safety briefing Training, handling of pesticides and dissemination of buffer zones dated 2 February 2018 with foreman and spray staff participants totaling 49 participants. Attached is the photo of the socialization and attendance list Auditors' conclusions July 10, 2018 Identification of the root of the problem and correction submitted can be accepted, but please provide a clearer picture along with supporting evidence related to corrective actions to be carried out according to the above question. Based on the explanation above, the discrepancies are declared not fulfilled. Auditor verification July 23 2018 Data on the realization of the 2017 training program include: <ul style="list-style-type: none"> Spray training held on 21 July 2018 div II BKE which was attended by 23 employees Census personnel training Div. 1 was held on 26 April 2018 attended by 2 census employees Leaf sampling training on February 2, 2017 on E48 block was attended by 12 employees Training related to the use of PPE and K3 in the Mangrove estate dated 2 January 2017 attended by 13 employees Training on control of caterpillar Div II Bakau Estate on 24 January 2017 was attended by 8 employees - K3 training in Bakau Estate div IV on January 12, 2018 attended by 8 employees The realization of the 2018 training program includes:			

- Bebunga Estate fertilization training dated 2 July 2018 which was attended by 23 participants
- Pest control training at PT LMR dated 15 May 2018 was attended by 29 employees
- Socialization of the Safety Brief dated July 2 and 3, 2018 at BBE which was attended by 47 employees and 40 employees. The flow chart of the RSPO and ISPO document collection mechanism is carried out every 1 month and is collected from the RSPO Secretariat of PT LMR.

Auditors 'conclusions July 23, 2018

Based on documents of proof of improvement shown by the management and explanations related to the mechanism of collecting RSPO and ISPO related documents which are conducted once a month. **Non-compliance was closed**

Verified by : Bayu Yogatama

NCR No.	: 2018.12	Issued by	: I Wayan Sudi Antara
Date Issued	: 24 May 2018	Time Limit	: 23 July 2018
NC Grade	: Major	Date of Closing	: 19 July 2018
Standard Ref. & Requirement	5.3.2 There shall be evidence that all chemicals and their empty containers are disposed of responsibly.		

Non-Conformance Description & Evidence observed (filled by auditor):

Pesticide container containers have not been managed in accordance with established procedures.

- Based on visit to TPSA BBE H24 block still found container of kenlon which have not been managed according to procedure
- Based on a visit to the chemical storehouse of seeds found container of pesticide that has not been sent to TPS LB3. Can not be shown about the number of recording information and how long the packaging is in the warehouse



Kemasan Kosong Bekas Kenlon



Bekas Kemasan Pestisida di Gudang Bibitan

It is not yet compatible with SOP of Pesticide Storage and Packaging of Pesticide Excess PT Langgeng Muaramakmur with document No. 039 / LMR-PST / C9 which among others stated empty packaging of pesticide to be returned to warehouse officer for temporary storage (1 month) packaging of the pesticide to licensed Hazardous Waste Storage Warehouse.

Root Cause Analysis (filled by organization audited):

- Hazardous waste is still found in th Nursery store, because all nursery workers have not understood the Hazardous Waste Management Procedure.

Lack of knowledge all workers related to Hazardous waste management procedure, so several worker was dispose empty chemical container to the landfill.

Correction (filled by organization audited):

- Safety officer has collected empty chemical container from land fill to the schedule waste. There are also creating signboard of prohibition hazardous waste disposal at Land Fill.

Safety officer has collected empty chemical container from nursery store to the Bebunga Estate store, and than it will send to the schedule waste (licensed) collective with other hazardous waste.

Corrective Action (filled by organization audited):

- Memo from Area Controller Pamukan 1 regarding to prohibition of unproper hazardous waste disposal. There are also socialization record to all workers in BBE housing complex, that all of hazardous not to dispose in the residential area and landfill.

Socialization of Hazardous waste management procedure to all pesticide operators on Nursery.

Assessor Evaluation and Conclusion (filled by auditor):
Verification on 19 July 2018

- The company was shown socialization to all workers regarding to Hazardous waste management procedure dated 23 June 2018 in Nursery and Central Housing Complex of Bebunga Estate.
- Internal Office Mail from Area Controller dated 18 June 2018 about prohibition of Hazardous waste disposal to Landfill or Housing Complex area.
- There are minute of meeting collecting of Hazardous waste on landfill (block H24) and nursery store to the Schedule Waste dated 9 June 2018.

Auditor Conclusion:

Based on above explanation, this nonconformity has been closed out.

Diverifikasi oleh : I Wayan Sudi Antara

NCR No.	: 2018.13	Issued by	: I Wayan Sudi Antara
Date Issued	: 24 May 2018	Time Limit	: ASA-1.2
NC Grade	: minor	Date of Closing	: 01 August 2018
Standard Ref. & Requirement	5.3.3 A documented waste management plan to avoid or reduce pollution and its implementation shall be available.		
Non-Conformance Description & Evidence observed (filled by auditor): Effluent management and disposal have not been implemented in accordance company procedure: <ul style="list-style-type: none">a. Based on document review, interviews with officer and field visits in Block G17, the flow of wastewater in the application field is not rotated (continuous throughout the year). It is not in accordance with the SOP as set forth in the Agronomy Reference Manual (No. Policy: 110 / EST-ARM / 08) which regulates liquid waste application (2x application) to (3-4x application) per year.b. Based on the document review of Land Application Permit it is explained that the company is obliged to report the volume of liquid waste application every quarter. Results of interviews with officers and field visits at WWTP; it is known that flowmeter to measure liquid waste discharge that flowed to LA in a state of damaged (already> 1 year), so do not guarantee the validity of monitoring data flowing liquid waste to land			
Root Cause Analysis (filled by organization audited): Flow meter and its power supply was damaged, it has been request and purchased. However, it still pending at Balikpapan. And also, there are no flowmeter conditions monitoring. Lack of knowledge Effluent foreman related to land application procedure.			

Correction (filled by organization audited):

Installation of new flowmeter and its power supply.

Corrective action (filled by organization audited):

Flowmeter condition monitoring will be conducted every month by laboratory staff. Internal Office Memo from Area Controller No. 07/AC Pmk 1/POME/VI/2018 about Effluent application in accordance to procedure.

Assessor Evaluation and Conclusion (filled by auditor):
Verification 6 July 2018

The company was shown several evidences, such as:

1. Minute of meeting flow meter installation dated 3 June 2018.
2. Land application monitoring record dated 1 to 3 June 2018 with volume 595 m³.

Verification 1 August 2018

The company was shown several evidences, such as:

1. Land application monitoring record dated 19 June to 29 July 2018 with volume 12,366 m³.
2. Internal Office Memo from Area Controller No. 07/AC Pmk 1/POME/VI/2018 about Effluent application in accordance to procedure to all Estate Manager and Senior Assistant. It was explain that land application at least twice per year, maximum fourth per year, with rotation once per 6 month or once per 3 month. This activity will be witnessed by foreman, assistant and reported to the Mill Manager.
3. Land Application rotation plan:

BULAN	No. Blok				
	G017	G018	G019	G020	G021
JAN					
FEB					
MAR					
APR					
MAY					
JUN					
JUL					
AUG					
SEP					
OCT					
NOV					
DEC					

4. Minute of meeting IOM No. 07/AC Pmk 1/POME/VI/2018 to POME officer and foreman dated 4 July 2018.

Auditor Conclusion:

Based on above explanation, this NC was closed.

Diverifikasi oleh : I Wayan Sudiantara

NCR No.	: 2018.14	Issued by	: Trismadi N
Date Issued Tanggal diterbitkan	: 24 Mei 2018	Time Limit	: 23 July 2018

NC Grade	:	Major	Date of Closing	:	20 July 2018
Standard Ref. & Requirement	:	7.3.1 There shall be evidence that no new plantings have replaced primary forest, or any area required to maintain or enhance one or more High Conservation Values (HCVs), since November 2005. New plantings shall be planned and managed to best ensure the HCVs identified are maintained and/or enhanced (see Criterion 5.2).			
Non-Conformance Description & Evidence observed (filled by auditor): The remediation and compensation plan has no been approved by RSPO. Based on document verification indicates that the LUCA Documents submitted to the RSPO Secretariat have been approved by the RSPO Secretariat and the Remediation and Compensation Plan Document has been submitted and approved by the RSPO Secretariat, however, based on the RSPO Secretariat's email as of March 29, 2017 states that PT LMR is allowed to conduct Re-Certification but needs to be reevaluated at the time of Surveillance 1.1. Therefore on ASA-1.1, PT LMR was shown evidence: Re-Submission Liabilities & Disclosure to the RSPO Secretariat dated 8 December 2017. However, there are no evidence that LUCA, Concept Note and Forest Conservation Liability has approved by RSPO					
Root Cause Analysis (filled by organization audited): PSQM assistant on the site didn't received latest information regarding LUCA report.					
Correction (filled by organization audited): Coordination with PSQM Head office related LUCA informations.					
Corrective Action (filled by organization audited): PSQM assistant on the site will be coordination with PSQM Head office quarterly.					
Assessor Evaluation and Conclusion (filled by auditor): Verification on 20 July 2018 The company was shown compensation panel of PT LMR matrix, such as: <div><div>1.</div><div>Concept note was sent to the RSPO secretariat dated 25 March 2016 and it has been responded by RSPO dated 5 December 2016.</div></div> <div><div>2.</div><div>Resubmissions of LUCA report dated 8 December 2017, however it still on review proses by RSPO.</div></div> <div><div>3.</div><div>Compensation Plan has been sent to the RSPO secretariat dated 8 March 2018, however it still on review proses by RSPO.</div></div>					
Auditor Conclusion: Based on above explanation, this NC was closed with observation. LUCA Progress will be verified by auditor team on next assessment.					
Verified by	:	Trisamdi Nurbayuto			

NCR No.	:	2018.15	Issued by	:	Trismadi Nurbayuto
Date Issued	:	24 Mei 2018	Time Limit	:	23 July 2018
NC Grade	:	Major	Date of Closing	:	23 July 2018
Standard Ref. & Requirement	:	8.1 Growers and millers regularly monitor and review their activities, and develop and implement action plans that allow demonstrable continual improvement in key operations.			

Non-Conformance Description & Evidence observed (filled by auditor):

Based on a summary of the results of non-conformities identified at the time of the ASA-1.1 RSPO assessment, the auditor team considers that there is an ongoing commitment to continuous improvement that is not fully implemented in relation to recurrence of non-conformities arising from the Re-certification activities.

1. In the Re-Certification activities there is a minor non-conformity in indicator 1.1.1, as for prevention established by the company is Section as PIC to record contract worker (PKWT). When ASA-1.1 activities took place there were several new contract workers in BBF, BBE, and BKE. However, PKWT has not been reported to the relevant agencies.
2. In Re-Certification activities there is a minor non-conformity in indicator 2.2.2. The certificate holder stipulates that the precautionary action will follow up the safety officer report related to the examination of Land Use Title boundary. However, when the ASA-1.1 audit found that referring to the Land Use Title boundary map, there should be 29 primary Land Use Title boundaries and 110 secondary Land Use Title boundaries. Interviews with Bebunga Estate staff and field visits revealed that there are currently only 4 boundaries (No. 1, 3, 8 and 15). Based on the above, it can be concluded that the monitoring system of Land Use Title boundaries has not been run effectively.
3. In the Re-Certification Activities there is a Major non-conformity in indicator 4.7.3. as for the preventive actions undertaken by the management is the Unit will provide APD for employees once a year in accordance with PPE and budget procedures legalized by Minamas Management. To monitor the availability of PPE performed by Division Assistant and Procurement done by administration in BBE and SCE units. When ASA-1.1 takes place there are some workers who have not used PPE in accordance with HIRAC and SOP such as:
 - Spray worker at Bakau Estate using PPE, boots and masks purchased by workers (6 of 14 workers) interviewed.
 - Spray worker (Contractor) at Bakau Estate has not got PPE (boots), Own Buying mask (3 of 3 workers) interviewed.
 - Harvest worker at Bakau Estate using self-purchased boots (1 of 3 workers).

Root Cause Analysis (filled by organization audited):

- a. The head of administration has constrained related to PKWT registration, because he should be coordination with HRM in Regional Office. There are delayed document in regional office.
- b. HGU stakes has been monitored in accordance to schedule, however the realization is constrained due to bad weather.

All of new workers were interviewed by auditor. However the PPE's providing is in process

Correction (filled by organization audited):

- a. Registering all PKWT workers to the relevant agency.
 - b. Finishing the HGU stakes maintenance and installation in BBE and BKE.
- PPE's providing to all new workers.

Corrective Action (filled by organization audited):

- a. PKWT workers will be online register through <http://wajibblapor.kemnaker.go.id>. Maximum 10 day's, after appointment letter.
- b. Safety officer with PSQM assistant will be monitor all HGU stakes during RSPO internal audit conducted. PPE's providing to all new workers, before working activity. And also each of foreman will be monitor PPE's usage on muster morning.

Assessor Evaluation and Conclusion (filled by auditor):
Verification on 20 July 2018

The company was shown several evidences, such as:

1. Minute of meeting HGU repaired and installation in BKE dated 7 July 2018, for example: stakes number 06, 07, 08, 09, 10, 11, 12, 13, 14 on Division I; Stakes number 29, 31, 34, 35 on Division II; stakes number 22, 25, 33, 44, 45 on Division III, and stakes number 26, 27, 28, 19 on Division IV.
2. Masker issuance to pesticide applicators on Division III, BKE dated 14 May 2018.
3. Rubber boot issuance to pesticide applicators on Division III, BKE dated 22 June 2018.
4. PPE's usage monitoring record in Division III, BKE on June 2018.
5. Socialization to all pesticide applicators on Division III, BKE regarding the prohibiton of chemical application at Buffer zone.

6. Memo AC Pamukan 1 No. 01/AC-Pmk1/K3/VI/ dated 1 June 2018 to all Managers, Assistants related to PPE's usage.
7. Management review of RSPO external audit result dated 3 June 2018.
8. Manpower report of Bakau Estate dated 5 May 2018, Bebunga Estate on 26 April 2018.

Verification on 23 July 2018

The company was shown, several evidence such as:

1. PKWT (12 workers) on Bakau Estate been registerd to the Manpower and Transmigration Agency of Kotabaru District dated 9 July 2018.
2. PKWT (28 workers) on Bebunga Estate been registered to the Manpower and Transmigration Agency of Kotabaru District dated 9 July 2018.
3. PKWT (7 workers) on Bebunga Factory been registered to the Manpower and Transmigration Agency of Kotabaru District dated 9 July 2018.

Auditor Conclusion:

based on above explanations, this NC was closed.

Verified by	:	Trismadi Nurbayuto
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3.5.2 Identification of Findings, Corrective Actions and Observations at ASA-1.2

NCR No.	: 2019.01.	Issued by	: Arif Faisal Simatupang
Date Issued	: 15 February 2018	Time Limit	: ASA 1.3
NC Grade	: Minor	Date of Closing	: 22 April 2019
Standard Ref. & Requirement	: 2.1.2 A documented system, which includes written information on legal requirements, shall be maintained.		
Evidence observed (filled by auditor): <p>The CH has a list of legal requirements contained in the document Evaluation of Fulfillment of Regulations (update dated August 18, 2018), but based on the results of the document review, it is known that:</p> <ol style="list-style-type: none"> 1. Does not contained the list of regulations that issued since 2013. 2. Has not been contained the latest regulation, but not limited such as: <ul style="list-style-type: none"> - Agricultural Minister Regulation No. 5 of 2018 concerning Opening and / or processing of Plantation Land without Burning. - Law 39 of 2014 concerning plantations. - Manpower Minister Regulation No. 9 of 2010 concerning transport and lifting equipment operators - Manpower Minister Regulation No. 38 of 2016 concerning Occupational Safety and Health of power and roduction equipment. - Minister of Environment Decree No. 45 of 2005 concerning guidelines for preparing reports on the implementation of the RKL-RPL report. - Agricultural Minister Regulation No. 11 of 2015 related ISPO - Regulations relating to the latest Minimum Wages. - Manpower Minister Regulation r No. 5 of 2018 concerning Occupational Safety and Health at the Work Environment. - Environmental Minister Regulation No.5 of 2018 concerning Standards and Certification of Competency of Responsible Operators for Wastewater Treatment and Responsible for Water Pollution Control. - Law No. 101 of 2014 concerning the management of hazardous waste.. 			
Non-Conformance Description (filled by auditor): <p>The legal register document does not yet contain all regulations / laws that support the company's operations.</p>			
Root Cause Analysis (filled by organization audited): <p>The Evaluation Document for Compliance with the PT LMR Regulation has not been updated and includes the latest implementation of regulations. This is because there is a change of PIC that is still inexperienced about RSPO.</p>			
Correction (filled by organization audited): <p>Renewed the document of Evaluation of Regulations Compliance which contained legal regulations that supported the company's operations. (Documentation attached)</p>			
Corrective Action (filled by organization audited): <p>LMR's PSQM will coordinate with the PSD team to monitor the latest legal regulations implemented by the company and record them in the Regulatory Compliance Evaluation document.</p>			
Assessor Evaluation and Conclusion (filled by auditor):			

Verification on April 14, 2019:

The company shows a list of regulations relating to the RSPO updated in 2019, but the list of regulations still does not include:

- Manpower Minister Regulation No. 5 of 2018 concerning Occupational Safety and Health of the Work Environment.
- Environmental Minister Regulation No.5 of 2018 concerning Standards and Certification of Competency of Responsible Operators for Wastewater Treatment Operations and Person in Charge of Water Pollution Control.

In addition, companies need to review the root cause analysis. So that this NCR has not been fulfilled.

Verification on April 22, 2019

The company shows a List of Regulations related to the RSPO update in 2019, which includes :

- Manpower Minister Regulation No. 5 of 2018 concerning Occupational Safety and Health of the Work Environment.
- Environmental Minister Regulation No.5 of 2018 concerning Standards and Certification of Competency of Responsible Operators for Wastewater Treatment Operations and Person in Charge of Water Pollution Control.

This NCR stated as comply.

Verified by	: Arif Faisal Simatupang
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NCR No.	: 2019.02.	Issued by	: Radytio Puspanjana
Date Issued	: 15 February 2019	Time Limit	: ASA 1.3
NC Grade	: Minor	Date of Closing	: April 28 2019
Standard Ref. & Requirement	: 4.6.10 It should be shown evidence that pesticide waste has been handled in accordance with prevailing laws and regulations understood by workers and managers.		

Evidence observed (filled by auditor):

SOP for storing pesticides and used pesticide container (039 / LMR-PST / C9 December 1, 2010), explained that used pesticide container was returned to the hazardous waste warehouse clerk. However, based on field fisit, found that used pesticides container were stored in civil warehouses and warehouses for harvest equipment in Division 1 of Bakau Estate.


Non-Conformance Description (filled by auditor):

CH doesn't shown evidence used pesticide container has been managed in accordance with the procedures.

Root Cause Analysis (filled by organization audited):

Hazardous waste management is not in accordance with the procedure because employees (supervision) do not understand the regarding procedures for managing Hazardous waste.

Correction (filled by organization audited):

Pick up the hazardous waste in genneral warehouse and harvest equipment Div. 1 BKE then transported to the hazardous waste warehouse (Documentation attached).

Corrective Action (filled by organization audited):

A warnest the rules for managing Hazardous waste and giving memos so that employees (supervision) involved in the use of Hazardous material comply with hazardous waste procedures. And socialize it (Documentation attached).

Assessor Evaluation and Conclusion (filled by auditor):

Auditor verification April 28, 2019

The company shows proof of improvement in the form of:

- Memorandum of Hazardous Waste Management Management Bakau Estate February 15 2019 by Estate Manager explained:
 - Every foreman must ensure that all used pesticides used on the application day are not scattered.
 - It is not possible to store it in other storage locations except Hazardous waste storage.
 - All used pesticides must be collected and transported to the Hazardous waste storage at the BBF.
 - Pesticide packaging is cleaned.
 - Every shipment of hazardosu waste must be documented and waste must be destroyed before being sent to the BBF.
- The Memorandum of Bakau Estate Sprayer Tool storga February 15, 2019 by Estate Manager explained:
 - Every foreman must ensure that all spray equipment is stored, washed, arranged neatly in the BSS.
 - Sprayers should not be stored anywhere except in the BSS.
 - Damaged sprayers must be stored at the BSS.
- Minutes of the transported of Hazardous waste February 15, 2019 from the Division 1 Bakau Estate warehouse to the BKE hazardous waste warehouse, former 25-sheet Lenser pesticide packaging, 17 sheets of Kencepat, Capture 19 pcs, Ken Up 9 pcs, Basta 2 pcs and Kenlon 8 pcs.

Based on the evidence submitted, NCR Number. 2019.02 has been Comply.

Verified by : **Radytio Puspanjana**

NCR No.	: 2019.03.	Issued by	: Moh Arif Yusni
Date Issued	: 15 February 2019	Time Limit	: 16 May 2019
NC Grade	: Major	Date of Closing	: 15 April 2019

Standard Ref. & Requirement	4.7.2 Risk assessment must be available, documented and there is a record of implementation
Evidence observed (filled by auditor): The company already had a Hazard Identification and Risk Assessment and OHS Control document, but based on the results of field observations and interviews with management it is known that there are several Risk Controls that have not been implemented such as: - Fertilizer loading and unloading workers were found at Bakau Estate who did not use shoes and respiratory protection. - Sprayers that are still being used are placed in the public warehouse division 1 Bakau Estate (Not at BSS House).	
Non-Conformance Description (filled by auditor): OHS implementation not suitable with Hazard Identification and Risk Assessment Control document.	
Root Cause Analysis (filled by organization audited): <ul style="list-style-type: none"> Fertilizer loading and unloading workers were not found using PPE because the employee was a FFB loading employee who did not have a standard PPE working in a fertilizer warehouse and in the fertilizer warehouse there is no standard PPE available for employees who are not PIC working in fertilizer warehouses. PPE in the fertilizer warehouse is not yet available because the employee was first assigned to unload fertilizer. So it doesn't have a standard PPE. The sprayer was found in the public warehouse in Division 1 BKE because the sprayer was a used spray for spray worker equipment that had not been transferred to the BSS house. his is because the location of the BSS house is far from the div 1 BKE, that is in the BKE main office. 	
Correction (filled by organization audited): <ul style="list-style-type: none"> BKE provides standard PPE working in the Fertilizer warehouse, so if there are employees who do not have a standard PPE, the standard PPE can be loaned while working in the fertilizer warehouse (Documentation attached). Standard PPE for officers related to fertilizer utilization is appropriate (Documentation attached). Transferring the spray tool from the public warehouse Div.1 BKE to the BSS house (Documentation attached). 	
Corrective Action (filled by organization audited): <ul style="list-style-type: none"> The safety officer monitors the availability of PPE in the fertilizer warehouse every month. Make requests for the procurement of PPE if it has been damaged. Safety officers, supervision and staff overseeing every work done in the BKE environment always uses standard PPE according to the type of work (Documentation attached). Make a memorandum so that no spray equipment that has been used is always in the BSS house. Disseminate the memorandum. Documentation attached. The manager gives a memo to reiterate the rules for using sprayers after used must be in the BSS warehouse. The division assistant and safety officer carry out routine controls every month by going around the division environment in an effort to implement these rules. And PSQM staff conducted inspections in the RSPO ISPO internal audit which was conducted once a year, three months before the RSPO and ISPO assessment at PT. LMR. And socialize the memo. (Documentation attached). 	
Assessor Evaluation and Conclusion (filled by auditor): Verification April 15, 2019 The company has shown evidences of improvement in the form of: <ul style="list-style-type: none"> Documentation of the availability of PPE in fertilizer warehouses for fertilizer transport workers. Monitoring the availability of PPE in the BSS period for February 2019. Explain the root problem analysis. 	

Based on the evidences, the non-conformity is fulfilled.

Verified by : **Moh Arif Yusni**

NCR No.	: 2019.04.	Issued by	: Moh Arif Yusni
Date Issued	: 15 February 2019	Time Limit	: 16 May 2019
NC Grade	: Major	Date of Closing	: 15 April 2019
Standard Ref. & Requirement	4.7.3 The Work Safety and Health Recordings (OHS) training program (see 4.8) and Personal Protective Equipment (PPE) in accordance with the results of hazard monitoring and risk analysis must be available to all workers.		
Evidence observed (filled by auditor): <p>The results of the document review of the PPE handover documents in the POM and Estates are known that the PPE in the form of shoes/boots is given once a year (document record of PPE handover in 2018). Based on the results of interviews and field observations at the Bebunga POM, Bebunga Estate, Bakau Estate and Sungai Cengal Estate, information was obtained that the average age of use was under one year so that workers provided the PPE by himself if it was damaged until the new replacement period.</p> <p>In the Standard Operating Procedure "Personal Protective Equipment" (No.:001/LMR-APD/C1) it is stated that "Entrepreneurs (Companies) provide Free PPE which is required by workers in accordance with the potential hazards found in the workplace or environment as described in this procedure</p>			
Non-Conformance Description (filled by auditor): <p>The company not yet implemented the OHS aspect related to provide PPE suitable with the procedure.</p>			
Root Cause Analysis (filled by organization audited): <p>The shoes that were distributed were not able to last up to one year for some activities (Harvesting, loading and fertilizing for 6 months had been damaged) so that employees always used shoes purchased themselves because of damage before the time of PPE replacement, which is once a year. And also from the type of shoes used at Bebunga POM cannot stand in every field condition, for example leather safety shoes used by WWTP employees in the waste pool have been damaged before one year.</p>			
Correction (filled by organization audited): <p>Evaluate the type and lifetime of PPE from all the workers in the estate and POM (Documentation attached). Evaluation was made by ESH KSP staff guided by units at KSP including PT. LMR.</p>			
Corrective Action (filled by organization audited): <p>Revise the PPE replacement procedure stating the replacement of boots is done once a year is replaced become can be replaced before the replacement period of PPE with the applicable conditions. And then the effectiveness of the PPE will be monitored by the safety officer then reported to ESH staff.</p>			
Assessor Evaluation and Conclusion (filled by auditor): <p>Verification April 15, 2019</p>			

The company has shown evidences of improvement, as follows:

- Recommendations and evaluations regarding the age of boot / safety used by workers by the company team.
- Revised SOP regarding PPE replacement for all employees at Minamas Group where replacement of damaged shoes (before one year) can be carried out with certain conditions such as: submitting damaged PPE and damage caused by work (nothing else).
- The procedure for Personal Protective Equipment (No.Pol .: 739 / TQEM-ESH / 10) has been approved by the Pamukan 1 Area Control Region along with all managers.

Based on this evidence, non-conformity has been fulfilled.

Verified by : **Moh Arif Yusni**

NCR No.	: 2019.05.	Issued by	: Radytio Puspanjana
Date Issued	: 15 February 2019	Time Limit	: 16 May 2019
NC Grade	: Major (Recurring minor)	Date of Closing	: 3 May 2019
Standard Ref. & Requirement	: 5.3.3 A documented waste management plan to avoid or reduce pollution and its implementation shall be available.		

Evidence observed (filled by auditor):

In the Domestic Waste Management SOP (No. 001 / SOP-TPSA / III / 2014 March 4, 2014) in section 5.2, explained domestic waste disposal into landfill at least 1 km from the housing complex and at least 200 meters from riparian and when the garbage fully, the hole is closed and makes a new hole.

Based on field visits at Landfill is known:

- In Sungai Cengal Estate Block H 24 domestic waste is not dumped into hole and burned.
- In Bakau Estate Block G 34 domestic waste is not dumped into hole.



(Picture 1)



(Picture 2)

Non-Conformance Description (filled by auditor):

CH cannot show evidence that domestic waste has been managed accordance with the procedures.

Root Cause Analysis (filled by organization audited):

1. Domestic waste SCE not disposal to landfill because, the road is damage if rainy weather and domestic burn.

2. Domestic waste BKE not disposal to landfill because the landfill is limited.

Correction (filled by organization audited):

1. Incorporating domestic waste in the SCE to landfill and creating a burn ban sign board, a ban on removing used pesticide container at the landfill (Documentation attached).
2. Widening the hole in landfill BKE and incorporating the garbage to landfill. Make a burn board sign board, a ban disposal used pesticide container on landfill. (Documentation attached).

Corrective Action (filled by organization audited):

1. Make The burn ban sign board and sosialisasi to employee SCE and communities about domestic management.
2. Make The burn ban sign board, fence and sosialisasi to employee SCE and communities about domestic management.
3. Rainy weather, the landfill will be closed and making new landfill, so that the landfill, always available.
4. Company making landfill every 6 months or can be accelerated if the landfill is full.

Assessor Evaluation and Conclusion (filled by auditor):

Verification February 26 2019.

Bakau Estate

- Documentation of evacuation of domestic waste to landfill February 15, 2019.
- Documentation of fence making activities on landfill February 15, 2019.
- Documentation of sign board installation ban 15 February 2019.
- Documentation of sign board installation activities prohibited to dispose in BKE housing complex February, 15 2019.

Sungai Cengal Estate

Minute of letter February 14, 2019 related to the evacuation of Hazardous waste from landfill and the sign board prohibited from disposing of herbicide and other Hazardous waste in landfill.

Verification April 28 2019.

The RSPO NC issue resolution action form dated February 14, 2019 was made by the safety officer and assistant of the 1st division of BKE, which explained the evacuation of domestic waste to the trash pit in the BKE block G34 (C37).

Verification May 3, 2019

The company shows the minutes of making the landfill Sungai Cengal Estate April 7, 2019 which is located in the C11 SCE field measuring 4 x 7 x 2 meters, the minutes were made by the safety officer and known as assistant division 1 SCE.

Based on corrective evidence that presented by the company, this non conformity has been closed and will be verify on next assessment

Verified by : **Radytio Puspanjana**

NCR No.	: 2019.06.	Issued by	: Moh Arif Yusni
Date Issued	: 15 February 2019	Time Limit	: 16 May 2019
NC Grade	: Major	Date of Closing	: 12 May 2019

Standard Ref. & Requirement	6.1.3 A social impact management and monitoring plan must be in place to avoid or reduce negative impacts and increase the positive impact based on the results of the Social Impact analysis through a consultation process with affected, documented and scheduled parties including implementation responsibilities..
Evidence observed (filled by auditor): <p>The company can show the results of the review related to the management and monitoring plan of PT LMR's social impact for the 2018-2020 period which includes:</p> <ol style="list-style-type: none"> 1. replanting activity 2. Increasing Community Economy 3. Education Improvement Program 4. a program to maintain local wisdom <p>However, there is not enough evidence that the management and monitoring plan includes clear timelines, the person in charge of its implementation and its implementation.</p> <p>Non-Conformance Description (filled by auditor): There is not enough evidence that the management and monitoring plan includes clear timelines, the person in charge of its implementation and its implementation.</p>	
Root Cause Analysis (filled by organization audited): PT LMR has not shown a SIA management and monitoring plan because the plan has not been well documented by the safety officer in the RSPO room.	
Correction (filled by organization audited): Documenting SIA management and monitoring plans that cover timelines clearly the person in charge of their implementation and implementation. Documentation is carried out by the safety officer supervised by the head of administration and PSQM.	
Corrective Action (filled by organization audited): PSQM staff coordinates with the head of administration to oversee the safety officer performance and conduct RSPO internal audits before the surveillance audit of RSPO. This is to ensure that the availability of these documents is well documented in the RSPO room of PT. LMR.	
Assessor Evaluation and Conclusion (filled by auditor): Verification April 14 2019 <p>The company can show the evaluation program of PT LMR's social impact management for the period 2018 - 2020 which includes the Description, Respondents, Methods, PIC and time of implementation.</p> <p>Regarding the corrective evidence that sent team, the auditor assessed that the non-compliance with this indicator was stated to have not been fulfilled yet, evidence could not be shown regarding the plan for social impact management and monitoring for the period 2018 - 2020 which includes (1) replanting activity (2) Increasing Community Economy; (3) Education Improvement; (4) Control of local wisdom that includes clear timelines, the person in charge of its implementation and its implementation.</p> <p>Verification 02 May 2019 The company can show the evaluation program of PT LMR's social impact management for the period 2018 - 2020 which includes the Description, Respondents, Methods, PIC and time of implementation. However, based on evidence that corrective sent, its known if</p> <ul style="list-style-type: none"> - The monitoring time is only conducted once, in June 2018 - Implementation only mentions village community leaders around the company and employees. 	

Related to Corrective evidence that sent, the non conformity on this indicator not yet filed has not been fulfilled due to:

- Evidence that the implementation time has been planned and implemented
- Implementation has not explained the realization of activities
- Social monitoring plans should be carried out periodically to avoid or reduce negative impacts and increase positive impacts

Verification 12 May 2019

The company has shown evidences of improvement, Social Impact Monitoring plan PT LMR years 2018 - 2018 for aspects regarding (1) the activities replanting oil palm plantations; (2) Increasing Community Economy; (3) Education Improvement; (4) Control of local wisdom. In the social management plan, it explains the sources and types of impacts monitored and controlled, PIC / person in charge, period and location, benchmark / parameter, management plan and monitoring method.; (2) Increasing Community Economy; (3) Education Improvement; (4) Control of local wisdom. In the social management plan, it explains the sources and types of impacts monitored and controlled, PIC / person in charge, period and location, benchmark / parameter, management plan and monitoring method.

Based on corrective evidence that presented by the company, this non conformity has been closed and will be verify on next assestment

Verified by	:	Moh Arif Yusni
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NCR No.	: 2019.07.	Issued by	: Moh Arif Yusni
Date Issued	: 15 February 2019	Time Limit	: ASA 1.3
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 shall be evidence that the review process involves the participation of all affected parties.		
Evidence observed (filled by auditor): In 2018 PT Langgeng Muaramakmur has evaluated the social impact assessment (SIA) for period 2019 - 2020. The goal is to evaluate the effectiveness and accuracy of the implementation of SIA to reducing negative impacts and increasing positive impacts. Negative aspects evaluated include: transparency, land disputes and potential conflicts. The review has been carried out in a participatory manner by involving the community, this is evidenced by the distribution of questionnaires by companies to local communities on December 23, 2018 to Lintang Village, Sebangau Village, Binturung Village, Balaimea Village, Wonorejo Village and Lomu Village. However, there is not enough evidence that the evaluation of the SIA assessment has involved workers as affected parties. Non-Conformance Description (filled by auditor): there is not enough evidence that the evaluation of the SIA assessment has involved workers as affected parties.			
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	:		

NCR No.	: 2019.08.	Issued by	: Arif Faisal Simatupang
Date Issued	: 15 February 2019	Time Limit	: 16 May 2019
NC Grade	: Major	Date of Closing	: 08 May 2019
Standard Ref. & Requirement	6.5.2 Coolecctive Labor Agreement/Company Regulation, in accordance with the Manpower Regulation, shall be available in understandable language, and explained by the management or Labor Union to the workers.		
Evidence observed (filled by auditor): Based on the results of the employee list document study as of February 2019 and temporary worker agreements of			

Bebunga Estate, it is known that there are two temporary worker of harvesting with Reg. No. 0000117836 and Reg. No. 0000117056 who have worked since November / December 2017 and have now experienced three temporary worker extensions agreements, namely:

Temporary worker agreements for employees with Reg. No. 0000117836

- Agreement No. 001 / BBE-PKWT / XII / 2017 dated December 14, 2017, valid until March 15, 2018.
- Agreement No. 001 / BBE-PKWT / III / 2018 dated March 15 2018, valid until June 16, 2018.
- Agreement No. 001 / BBE-PKWT / VI / 2018 dated 16 June 2018, valid until 17 September 2018.
- Agreement No. 001 / BBE-PKWT / IX / 2018 dated 17 September 2018, valid until 18 December 2018.
- For Agreement after December 18, 2018 until the date of the audit, it has not been able to be shown and currently the concerned person is still working.

Employee contract with Reg. No. 0000117056

- Agreement No. 001 / BBE-PKWT / I / 2017 dated January 2, 2017, valid until April 3, 2017.
- Agreement No. 001 / BBE-PKWT / IV / 2017 dated April 4, 2017, valid until July 4, 2017.
- Agreement No. 001 / BBE-PKWT / VII / 2017 July 4, 2017, valid until October 5, 2017.
- Agreement No. 001 / BBE-PKWT / X / 2017 dated October 5, 2017, valid until January 6, 2018.
- For Agreement after January 6, 2018 until the date of the audit, it has not been able to be shown and currently the concerned person is still working

Inside Inter-Office Mail No. 085 / RSP-i2 / XI / 2016 dated November 11, 2016 and Inter-Office Mail No. 017 / HRM-i5 / I / 2019 dated January 25, 2019 concerning the use of non-permanent employees or temporary worker, it was explained that the use of temporary worker was intended for harvest workers during peak season (seasonal), and the appointment and extension of temporary worker agreement referred to the applicable regulations.

Meanwhile in Labor Minister Regulation No. 100 of 2004 concerning temporary worker, Chapter III concerning temporary worker for seasonal work, explained that:

- Article 4 states:

- (1) Seasonal work is work that depends on the season or the weather.
- (2) Temporary worker agreement carried out for work as referred to in paragraph (1) can only be done for one type of work in a particular season.

- Article 5 is stated

- (1) Work that must be done to fulfill certain orders or targets can be done with temporary worker as seasonal work.
- (2) Temporary worker carried out for work as referred to in paragraph (1) is only applied to workers / laborers who carry out additional work.

Meanwhile in Chapter VII about the Change in temporary worker to permanent worker in Article 15 paragraph 2 it is stated that in the event that the temporary worker is made not fulfilling the provisions referred to in Article 4 paragraph (2), or Article 5 paragraph (2), then temporary worker has changed to permanent worker since the relationship of work.

Non-Conformance Description (filled by auditor):

The CH has not been able to show the application of temporary worker agreements in accordance with the IOM owned and the applicable provisions.

Root Cause Analysis (filled by organization audited):

The application of the temporary worker contract is not in accordance with the provisions because the worker is the contracted employee who is promised to be lifted into permanent worker if it meets the desired productivity requirements of the company. However, the appointment of permanent worker was not implemented because the quota for appointment of permanent worker was not yet available for PT. LMR.

Correction *(filled by organization audited):*

Strive to appoint temporary worker personnel to permanent worker through special lines recommended by pipeline units so that they are in accordance with government regulations and applicable SOPs. Then the temporary worker submission will be followed up by KPW HRM to be helped to accelerate its appointment to become a permanent worker. Attached document.

Corrective Action *(filled by organization audited):*

Head of Administration coordinated with HRM to monitor temporary worker which had expired contracts or had exceeded 2 contract extensions. And PSQM staff conduct internal audits once a year to ensure that these findings are not repeated.

Assessor Evaluation and Conclusion *(filled by auditor):*
Verification May 05, 2019:

The company shows proof of improvement in the form of a Letter and Proposal Form Appointment of SKUs for the two harvesters to the Head Plantation Operation dated February 23, 2019. However, the letter and form have not been approved / signed by the relevant Head Plantation Operation.

This NCR is still declared open, considering that the proposed appointment is made after the audit (becomes a finding of nonconformity). It is necessary to prove the company's commitment to fulfill labor regulations, namely the appointment of the two employees to become permanent worker.

NCR is declared still open.

Verification May 08, 2019

The company shows proof of improvement in the form of Letters and Proposal Forms Appointment of permanent worker dated February 23, 2019 on the two harvesters that have been approved by Head Plantation Operation. **This NCR is stated to be fulfilled**

Verified by : **Arif Faisal Simatupang**

NCR No.	:	2019.09.	Issued by	:	Radityo Puspanjana
Date Issued	:	15 February 2019	Time Limit	:	16 May 2019
NC Grade	:	Major	Date of Closing	:	
Standard Ref. & Requirement	:	7.3.1 A There shall be evidence that no new plantings have replaced primary forest, or any area required to maintain or enhance one or more High Conservation Values (HCVs), since November 2005. New plantings shall be planned and managed to best ensure the HCVs identified are maintained and/or enhanced (see Criterion 5.2).			
Evidence observed (filled by auditor):					
The company shows the PT LMR RaCP process as follows: <ul style="list-style-type: none">• Liability and Disclosure to RSPO on December 2, 2014• Concep Note was submitted to RSPO on March 25, 2016 and was responded to on December 5, 2016.• The revised LUCA report is sent back on December 8, 2017.					

- The Compensation Plan was sent to RSPO on March 8, 2018

Based on communication CB's PT Mutuagung Lestari and RSPO February 13, 2019, information was obtained that "" A preliminary review of the Compensation Plan has been done. However, no further action can be taken from the LUCA is still a finalization and is pending clarification from Sime Darby. "In this regard, CH has not been able to show that the RaCP compensation plan has been approved by the RSPO.

Non-Conformance Description *(filled by auditor):*

The company has not been able to show evidence that the RaCP compensation plan has been approved by the RSPO.

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

The LMR team continued to coordinate with PSQM Jakarta as a PIC to complete the RaCP that RSPO had not yet received.

Correction *(filled by organization audited):*

Request a document stating that LUCA has been approved by the RSPO Secretariat to the Jakarta PSQM team as the staff responsible for managing LUCA to the RSPO Secretariat.

Corrective Action *(filled by organization audited):*

PSQM staff continues to coordinate with Jakarta PSQM staff regarding the documents needed to meet RSPO principles and criteria. And conduct internal audits by PSQM once a year, which is 3 months before the RSPO audit is carried out.

Assessor Evaluation and Conclusion *(filled by auditor):*
Verification March 11 2019.

The Company shown evidence the results of the decision RSPO and SDP, obtained information that the SDP has given extension time for 1 year.

The evidence by an email from the RSPO May 09, 2019 where based on the results of the meeting on May 8, 2019, the points is given **a one year time extension period** to address all outstanding matters (including the approval of compensation plan) related to non-conformity raised on 7.3.1 during the RSPO Re-certification/Annual Surveillance Audits for the affected units. (The timeframe of one year whether from May 2019 or maybe staggered according to the certification dates of each Unit of Certification will be advised by RSPO Secretariat.)".

Base on evidence submitted NCR 2019. 09 will be verified again in the next assessment.

Verified by : **Moh Arif Yusni**

3.5.3 Opportunity for Improvement

No	Ref. Std.	Description
1	2.1.1	The existing temporary worker agreements has been reported, but there are several new temporary worker agreements in the January 2019 period that have not been reported to the Manpower Office. This will be verified again in the next assessment
2	2.2.1	Coordination with related agency for land title process.
3	4.7.2	Scheduled hazardous material management in emplacement
4	4.7.4	Ensure P2K3 Process of being changed by the related department
5	6.12	CH need to re-evaluate reward and punishment policies (premiums wage) in harvesting activities, particularly related to harvest fines. Because this policy has been accepted by workers or Labor Union, but has not been contained in the Collective Labor Agreement.
6	8.1.1	Evaluate all nonconformities in the certification period for recurring non-conformities and systemic failures in implementing standards.
7	SCCS D.4.2	Companies need to ensure that excessive production must be reported to CB. OBSERVATION

4.5.4 Noteworthy Positive Components

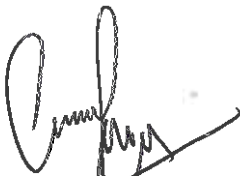

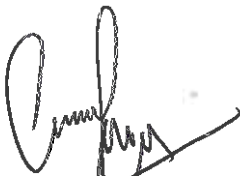

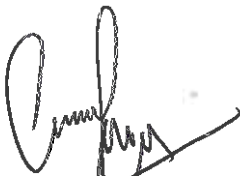

No	Ref Std	Descriptions
1		The company's commitment in implemented the principles of sustainable palm oil management.
2		Application of soil and water conservation such as making water irrigation and silt pit.

3.6 Summary of Arising Issues from Public and Auditor Verification

Public Issues (Institution/ NGO/Community)	Auditor Verification
<p>13 February 2019 Manpower Regency of Kotabaru Regency (communication by phone)</p> <ul style="list-style-type: none"> • The company has complied with applicable regulations, and routinely sends mandatory reports to related agencies. • There are no negative issues in the company's operational areas such as: worker discrimination, child labor and forced labor. • The agency has collaborated with companies regarding OHS socialization. • The company has set a minimum wage in 2019 in accordance with the provisions of the Governor. • Collective Labor Agreement is still in the negotiation stage. • Worker union in each unit have been authorized and registered to Manpower Agency. • The OHS committee structure in each unit has been approved and has an OHS Expert. • Companies already have licensed operators, for example: boiler operators, diesel engine operators, electricians and welders. • The company routinely conducts annual checks on tools and machinery used in its operational area. 	<p>Has been verified by auditor team in criteria 2.1, 4.7, 6.5, 6.6, 6.7, 6.8, 6.12.</p>
<p>Sub-district Head of Pamukan Utara</p> <ul style="list-style-type: none"> • There's no issues related to dispute land. • Company uses local communities as man power / workers. • There's no issues related to environment pollution. • Company has a good relationship with related agencies. • Company has been conducted assessment of plantation business by Plantation Agency on January 2019. • The land previous owner is local communities. 	<p>Has been verified on related indicator (land dispute, environment aspect and worker welfare).</p>
<p>Head of Bina Swadaya Village Unit Cooperatives</p> <ul style="list-style-type: none"> • There's no issues related to payment (sharing results). • Has a good relationship with company. • Company has directly managing the agronomy best practice. 	<p>Has been verified on related indicator (payment and corporate social responsibility aspect).</p>

Public Issues (Institution/ NGO/Community)	Auditor Verification
Local Contractor (maintenance activity) <ul style="list-style-type: none"> Company had socialized policies such as corporate codes and the use of labor over 18 years and code of conduct. Contractor's workers have given PPE by the contractors and company. The entire execution of the work and payment in accordance with the applicable agreement. Workers has been registered in health insurance (BPJS) There is no complaint from contractor. 	<p>Based on document verification, show that the rights and obligation of each party has been set in the contract.</p>
Labor Unions <ul style="list-style-type: none"> There is no negative issues such as discrimination, the use of labor under 18 years, sexual abuse issues and others. Providing wages and overtime in compliance with applicable regulations. All employees have been included in the program BPJS employment and health. The Company has conducted periodic health checks to workers with high risk. The Company has also provided PPE which is provided for free. All the companies policy have been socialized to employee 	<p>Based on document review, field observation, and interview with the worker and external stakeholder known there is no negative issue.</p> <p>However, raised NCR No. 2019.18 on indicator 6.5.2 Major related the temporary worker agreements.</p>
Gender Committee <ul style="list-style-type: none"> There are no negative issues such as discrimination and sexual abuse or child labor. Management of the gender committee has the program associated with sexual harassment policies, protection of reproductive rights. Socialization also includes a ban on pregnant and lactating women to spray. Socialization is delivered through meetings like recitation etc. 	<p>According o document verification and interview with workers, there was no issues related to violation of the rights of woman.</p> <p>From the results of interviews with workers, the company has implemented of Company Policies such as reproductive rights and prohibition of pregnant woman to spray. It refer to criterion 6.9</p>
Local Community Representatives of Sebangau Village <p><u>Information noted:</u></p> <ul style="list-style-type: none"> In general, presence of PT LMR has given positive impacts in term of providing infrastructure such as maintenance of road and clean water for consumption, as well as giving opportunity for locals to become employee. The company has also support local event such as religious ceremony. PT LMR has considered cooperative and transparent in giving response towards aspiration and information requested by local communities. There was no customary land on estate operational areas. There was no more land conflict in PT LMR, and/or other conflict caused negative impact on company operational activities. There was no environment and pollution issues caused by mill and estate operational activities. There was no land fire in 2017 and 2019 	<p>In general, presence of PT LMR has contribute positive impact for village lives, as well as social economic improvement. There is no indication of land conflict in estate operational areas. During land compensation process, communication and coordination towards conflict resolution has smoothly been carried out. Furthermore, there were no significant complaint from stakeholders (internal and external) which may cause disturbance on company operational activities. Moreover, local participation towards corporate social responsibilities has considered satisfactory. Further</p>

Public Issues (Institution/ NGO/Community)	Auditor Verification
<ul style="list-style-type: none"> The company is considered late to conduct socialization towards replanting activities. There is no compensation gifted to local communities. 	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.

4.0	CERTIFIED ORGANISATION'S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY		
4.1	Formal Sign-off of Assessment Findings		
	<p>Hereunder sign by management representative from inspected company to acknowledge a field assessment and agree for all content explained in this assessment report, included of non-compliance findings.</p> <p>Signed on behalf of:</p> <table><tr><td><p>PT Langgeng Muaramakmur Head of PSQM Simeдарby Plantation Bhd</p><p><u>Alagendran Maniam</u> 12 May 2019</p></td><td><p>Mutuagung Lestari Lead Auditor</p><p><u>Moh Arif Yusni</u> 12 May 2019</p></td></tr></table>	<p>PT Langgeng Muaramakmur Head of PSQM Simeдарby Plantation Bhd</p>  <p><u>Alagendran Maniam</u> 12 May 2019</p>	<p>Mutuagung Lestari Lead Auditor</p>  <p><u>Moh Arif Yusni</u> 12 May 2019</p>
<p>PT Langgeng Muaramakmur Head of PSQM Simeдарby Plantation Bhd</p>  <p><u>Alagendran Maniam</u> 12 May 2019</p>	<p>Mutuagung Lestari Lead Auditor</p>  <p><u>Moh Arif Yusni</u> 12 May 2019</p>		

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

No	Institution/NGO/Community	Address	Phone/Email	Form of Communication	Date of Contact	Response	
						Yes	No
1	Pamukan Utara Sub-District Head (government institution)	Pamukan Utara Sub-district	-	Interview	13 February 2019	V	-
2	Plantation Agency of Kotabaru District	District of Kotabaru	disbut_ktb@yahoo.co.id	Phone	14 th May 2019	✓	
3	Head Of Bina Swadaya Village Cooperative Unit	Pamukan Utara Sub-district	-	Interview	13 February 2019	V	-
4	Sebangau Village	Pamukan Utara Sub-district	-	Interview	13 February 2019	V	
5	Labour Union	PT Langgeng Muaramakmur	-	Interview	12 th February 2019	✓	
6	Gender Committee	PT Langgeng Muaramakmur	-	Interview	12 th February 2019	✓	
7	Local Contractor	Pamukan Utara Sub-district	-	Interview	12 th February 2019	✓	
8	Bebunga Estate - Replanting 2 worker - Harvesting 5 worker - Fertilization 8 worker - Nursery 4 workers - Store keeper 2 workers - Workshop 4 workers	PT Langgeng Muaramakmur	-	Interview	14 th February 2019	✓	
9	Bakau Estate - Harvesting 5 worker - Fertilization 8 worker - EFB Application 3 workers - Spraying 8 workers - Store keeper 2 workers	PT Langgeng Muaramakmur	-	Interview	14 th February 2019	✓	
10	Sungai Cengal Estate - Replanting 1 worker - Spraying 12 worker - Fertilization 4 worker - Store keeper 2 workers	PT Langgeng Muaramakmur	-	Interview	13 th February 2019	✓	
11	Bebunga POM: • Sortation (Foreman & 2 operators) • Loading Ramp (2 operators) • Sterilizer (2 operators) • Engine Room (1 operator) Clarification (1 operator)	PT Langgeng Muaramakmur	-	Interview	12 th February 2019	✓	
12	World Wild Found Indonesia	Jakarta	wwf-indonesia@wwf.or.id	Email	06 th February 2019		
13	Wahana Lingkungan Hidup Indonesia	Jakarta	Info@walhi.or.id	Email	06 th February 2019		
14	Sawit Watch Indonesia	Jakarta	info@sawitwatch.or.id	Email	06 th February 2019		

Appendix 2. Assessment Program

DATE	11 – 16 February 2019	
PROGRAM	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
Monday, 11 February 2019		
04.55 - 08.05 08.50 – 17.00	Jakarta → Balikpapan Balikpapan → Site	All Auditor
Tuesday, 12 February 2019		
08.00 – 14.00	Stakeholders consultation to Sub district of Pamukan Utara	BSH & MAY
08.00 – 09.00	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) 	AFS, RPJ
09.00 – 12.00	Field Observation to Bebunga POM Aspect to be verified : <ul style="list-style-type: none"> Supply Chain verification (FFB Receiving, Weighbridge, FFB Sorting, Processing Activity, Despatch CPO) Occupational Health & Safety Aspect (Inspection to Chemical Storage, Hazardous Waste Storage, Fire Control Simulation, POME Pond) Implementation of Employment Procedure and Mechanism Aspect 	<ul style="list-style-type: none"> AFS RPJ & MAY BSH & AFS
12.00 – 14.00	Break	All Auditor
14.00 – 17.00	Interview with Gender Committee, Worker's Union, Worker's Cooperative (if any), Local Contractor (for Mill and Estate), Third Party Supplier Documents Review <ul style="list-style-type: none"> Review of previous (Initial assessment) findings Verification of Basic Information Mill and Estate Confirmation of Time Bound Plan Review of Partial Certification 	All Auditor
Wednesday, 13 February 2019		
09.00 – 12.00	Stakeholder consultation to affected communities surrounding the plantations and previous land owner	MAY
08.00 – 12.00	Field Observation to Sungai Cengal Estate Aspect to be verified : <ul style="list-style-type: none"> Implementation of Legal Aspect (Land Ownership, Legal Boundaries); Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application) Implementation of Environmental, Conservation/HCV and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management) Implementation of Occupational Health & Safety Aspect Implementation of Employment Procedure and Mechanism Aspect 	<ul style="list-style-type: none"> AFS AFS RPJ and MAY BSH and AFS BSH and AFS BSH and AFS

	<ul style="list-style-type: none"> Observation of Workers Facilities (Housing, School, Worship Place). 	
12.00 – 14.00	Break	All Auditor
14.00 – 17.00	<ul style="list-style-type: none"> Verification of stakeholder consultation result and field visit. Document review and completing audit checklist. 	All Auditor
Thursday, 14 February 2019		
08.00 – 12.00	Field Observation to BEBUNGA Estate and BAKAU Estate Aspect to be verified : <ul style="list-style-type: none"> Implementation of Legal Aspect (Land Ownership, Legal Boundaries); Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application) Implementation of Environmental, Conservation/HCV and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management) Implementation of Occupational Health & Safety Aspect Implementation of Employment Procedure and Mechanism Aspect Observation of Workers Facilities (Housing, School, Worship Place). 	All Auditor
12.00 – 14.00	Break	All Auditor
14.00 – 17.00	<ul style="list-style-type: none"> Verification of stakeholder consultation result and field visit. Document review and completing audit checklist. 	All Auditor
Friday, 15 February 2019		
08.00 – 09.00	<ul style="list-style-type: none"> Continue Field Observation to Estate; Mill and Public Consultation to Company surrounded village and community leader (if needed) Completion of checklist and RSPO Document Review 	All Auditor
09.00 – 10.00	Internal discussion by auditor team preparing for Closing Meeting	All Auditor
10.00 – 11.30	Closing Meeting: <ul style="list-style-type: none"> Presentation of audit findings (Noteworthy Positive Component, Non Conformities, OFI, Timelie of CAR's, Conclusion)/ Comments, Responses and Questions 	All Auditor
12.00 – 21.00	PT LMR → BALIKPAPAN	
Saturday, 15 February 2019		
10.30-	BALIKPAPAN → JAKARTA	All Auditor