

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

[✓] Re-Certification

Name of Management Organisation : **POM 3 – PT Dharma Satya Nusantara**
 Plantation Name : **PT Dharma Intisawit Nugraha (Long Kejiak 1 Estate, Long Kejiak 2 Estate, Long Kejiak 3 Estate)**
 Location : Village of Muara Wahau, Sub District of Muara Wahau, District of Kutai Timur, Province of Kalimantan Timur, Indonesia
 Certificate Code : **MUTU-RSPO/055**
 Date of Certificate Issue : 25 March 2019 Date of License Issue : 25 March 2019
 Date of Certificate Expiry : 24 March 2024 Date of License Expiry : 24 March 2020

Assessment	Assessment Date	PT. Mutuagung Lestari Auditor	Reviewed by	Approved by
Recertification	14 to 18 January 2019	Moh Arif Yusni (Lead Auditor), Arif Faisal Simatupang, Briyogi Shadiwa, Steve Mualim	Ganapathy Ramasamy	Taufik Margani

Assessment	Approved by MUTUAGUNG LESTARI on:
Recertification	06 March 2019

TABLE OF CONTENT

FIGURE

Figure 1. Location Map of POM 3 – PT Dharma Satya Nusantara & PT Dharma Intisawit Nugraha	1
Figure 2. Operational Map of POM 3 – PT Dharma Satya Nusantara & PT Dharma Intisawit Nugraha	2

Abbreviations Used	3
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1.0 SCOPE of the CERTIFICATION ASSESSMENT

1.1 Assessment Standard Used	5
1.2 Organisation Information	5
1.3 Type of Assessment	5
1.4 Location of Mill and Plantations	5
1.5 Description of Area Statement	6
1.6 Planting Year and Cycles	6
1.7 Description of Mill and Supply Base	6
1.8 Estimate Tonnage of Certified Product	7
1.9 Other Certifications	8
1.10 Time-Bound Plan	8

2.0 ASSESSMENT PROCESS

2.1 Assessment Team	10
2.2 Assessment Methodology, Assessment Process and Locations of Assessment	10
2.3 Stakeholder Consultation and Stakeholders Contacted	13
2.4 Determining Next Assessment	13

3.0 ASSESSMENT FINDINGS

3.1 Summary of Assessment Report of the RSPO Certification	14
3.2 Summary of Assessment Report of Supply Chain Requirement	39
3.3 Conformity Checklist of Certificate and Logo Use	54
3.4 Summary of RSPO Partial Certification	55
3.5 Identification of Findings, Corrective Actions, Observations, Opportunity for Improvement and Noteworthy Positive Components	58
3.6 Summary of Arising Issues from Public and Auditor Responses	63

4.0 CERTIFIED ORGANISATION'S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY

4.1 Formal Signing of Assessment Findings	66
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APPENDICES

1. List of Stakeholders Contacted in the RSPO Certification Process	67
2. Assessment Program	69

Figure 1. Location Map of POM 3 – PT Dharma Satya Nusantara & PT Dharma Intisawit Nugraha

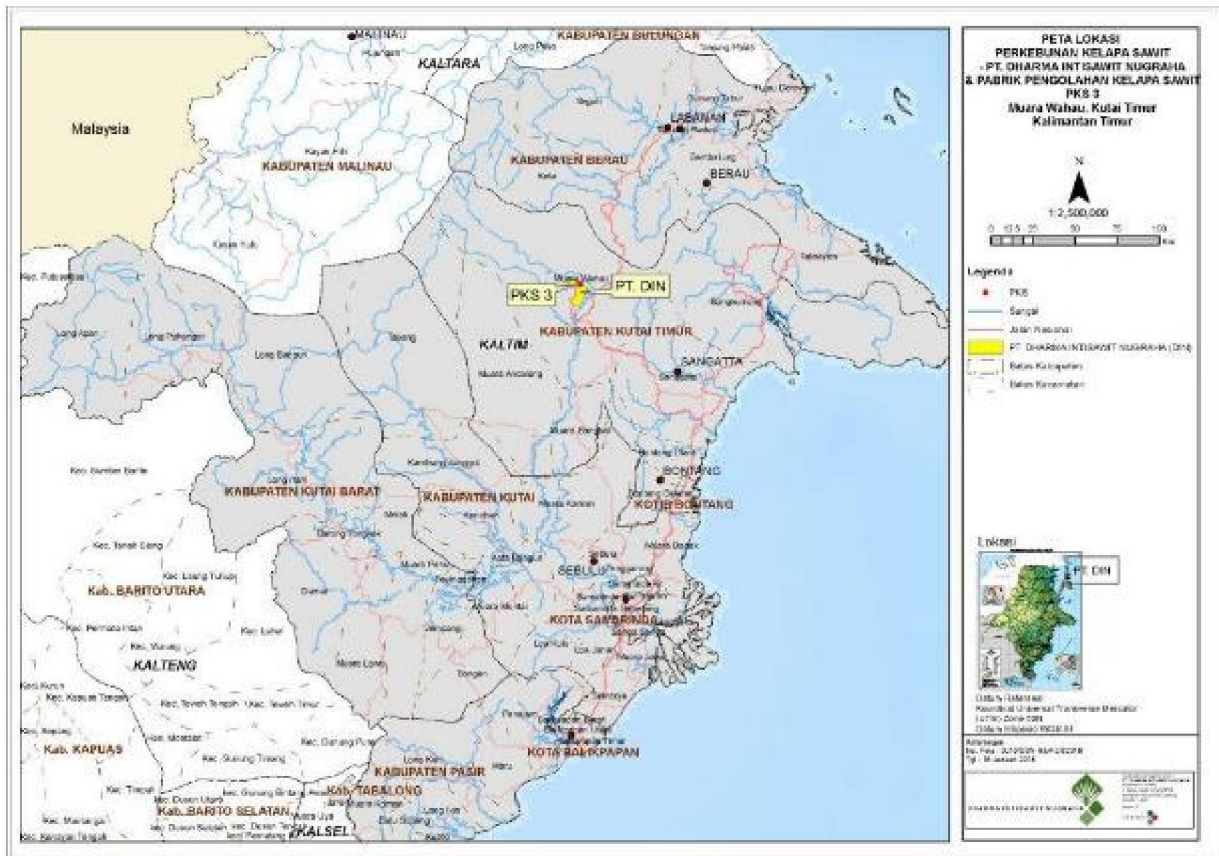
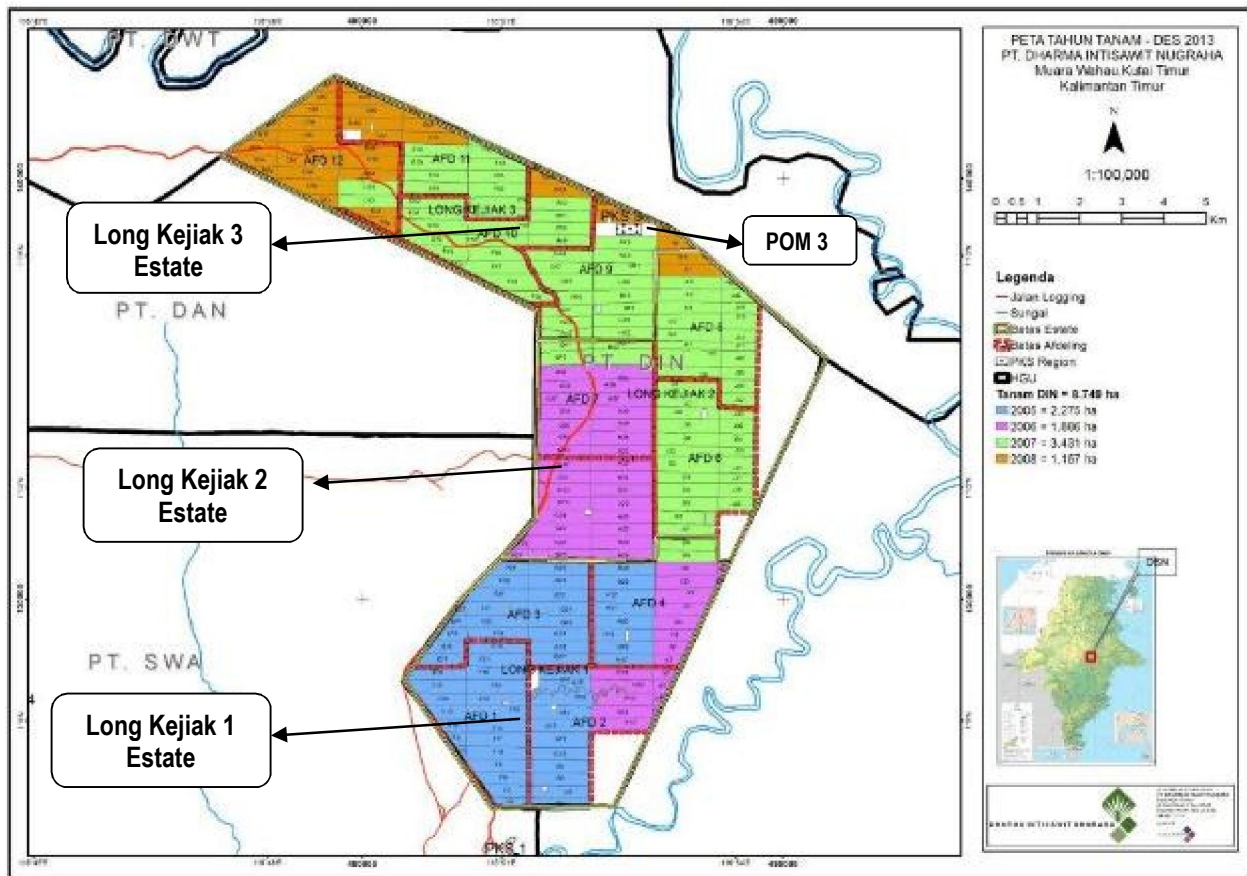


Figure 2. Operational Map of POM 3 – PT Dharma Satya Nusantara & PT Dharma Intisawit Nugraha



Abbreviations Used

ASA	:	Annual Surveillance Assessment
BPN	:	<i>Badan Pertanahan Nasional</i> (National Land Agency)
CH	:	Certificate Holder
CPO	:	Crude Palm Oil
CSR	:	Corporate Social Responsibility
DIN	:	Dharma Intisawit Nugraha
DSN	:	Dharma Satya Nusantara
EIA	:	Environment Impact Assessment
EFB	:	Empty Fruit Bunch
EMS	:	Environmental Management System
FFB	:	Fresh Fruit Bunch
FPIC	:	Free, Prior, Informed, Consent
FR	:	Frequency Rates
GPS	:	Global Positioning System
HCS	:	High Carbon Stock
HCV	:	High Conservation Value
HGU	:	<i>Hak Guna Usaha</i> (Land Use Title)
HIRARC	:	Hazard identification Risk Assessment Risk and Risk Controlling
IPM	:	Integrated Pest Management
IUP	:	<i>Izin Usaha Perkebunan</i> (Plantation Permit)
KER	:	Kernel Extraction Rate
LD50	:	Lethal Dose 50
LK 1	:	Long Kejjak 1
LK 2	:	Long Kejjak 2
LK 3	:	Long Kejjak 3
LSU	:	Leaf Sampling Unit
LUCA	:	Land Use Change Analysis
MCU	:	Medical Check Up
MSDS	:	Material Safety Data Sheet
NTT	:	<i>Nusa Tenggara Timur</i>
NTB	:	<i>Nusa Tenggara Barat</i>
OER	:	Oil Extraction Rate
OHS	:	Occupational Health and Safety
OFI	:	Opportunity For Improvement
P2K3	:	<i>Panitia Pembina Keselamatan dan Kesehatan Kerja</i> / OHS Committee
PK	:	Palm Kernel
POM	:	Palm Oil Mill
POM3	:	Palm Oil Mill – 3
POME	:	Palm Oil Mill Effluent
PPE	:	Personal Protective Equipment
RKL RPL	:	<i>Rencana pengelolaan dan pemantauan lingkungan</i> (environmental monitoring and management plan)
RSPO	:	Roundtable on Sustainable Palm Oil
SCCS	:	Supply Chain Certification Standard
SIA	:	Social Impact Assessment
SOP	:	Standard Operational Procedure
SR	:	Severity Rates
SSU	:	Soil Sampling Unit
UKL UPL	:	<i>Usaha Pengelolaan dan Pemantauan Lingkungan</i> (environmental monitoring and management

		effort)
WHO	:	World Health Organization
WI	:	Work Instruction
WLTK	:	<i>Wajib Lapo</i> r Ketenagakerjaan / Mandatory report of employment
WTP	:	Water Treatment Plant
WWTP	:	Waste Water Treatment Plant

1.0	SCOPE of the CERTIFICATION ASSESSMENT		
1.1	Assessment Standard Used	<ul style="list-style-type: none"> • Indonesian National Interpretation of RSPO Principles and Criteria (P&C) 2013 by INA-NITF July 2016, endorsed by the RSPO Board of Governors on September 30th 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	Organisation Information		
1.2.1	Organization name listed in the certificate	Palm Oil Mill 3 – PT. Dharma Satya Nusantara	
1.2.2	Contact person	Agustinus Triwibowo	
1.2.3	Organisation address and site address	<ul style="list-style-type: none"> • RSPO registered company: Jl. Rawa Gelam V, Kav. OR/3B, Kawasan Industri Pulo Gadung, Jakarta Timur • Liaison Office: Muara Wahau, Benhes, Dabeq & Diak Lay Village, Muara Wahau subdistrict, Kutai Timur Regency, Kalimantan Timur Province, Indonesia 	
1.2.4	Telephone	021-4618135	
1.2.5	Fax	021-4606942	
1.2.6	E-mail	agustinus.triwibowo@dsgroup.co.id	
1.2.7	Web page address	www.dsn.co.id	
1.2.8	Management Representative who completed the application for certification	Agustinus Triwibowo	
1.2.9	Registered as RSPO member	1-0135-12-000-00 (4 December 2012)	
1.3	Type of Assessment		
1.3.1	Scope of Assessment and Number of Management Unit	Palm Oil Mill 3 PT. Dharma Satya Nusantara and supply base PT. Dharma Intisawit Nugraha (Long Kejiak 1 Estate, Long Kejiak 2 Estate & Long Kejiak 3 Estate)	
1.3.2	Type of certificate	Single	
1.4	Locations of Mill and Plantation		
1.4.1	Location of Mill		
	Name of Mill	Location	Coordinate
			Latitude Longitude
	POM 3	Village of Muara Wahau, Sub District of Muara Wahau, Regency of Kutai Timur, Prov. Kalimantan Timur, Indonesia	01° 15' 22" N 116° 52' 29" E

1.4.2	Location of Certification Scope of Supply Base						
	Name of Supply Base	Location	Coordinate				
			Latitude		Longitude		
	Long Kejjak 1 Estate - PT DIN	Village of Muara Wahau, Sub District of Muara Wahau, Regency of Kutai Timur, Prov. Kalimantan Timur, Indonesia	01° 09' 30" N		116° 51' 27" E		
	Long Kejjak 2 Estate - PT DIN	Village of Muara Wahau, Sub District of Muara Wahau, Regency of Kutai Timur, Prov. Kalimantan Timur, Indonesia	01° 13' 04" N		116° 53' 13" E		
	Long Kejjak 3 Estate - PT DIN	Village of Muara Wahau, Sub District of Muara Wahau, Regency of Kutai Timur, Prov. Kalimantan Timur, Indonesia	01° 16' 30" N		116° 48' 58" E		
1.5	Description of Area Statement						
1.5.1	Tenure						
	• State		HGU	9,797.149	Ha		
			HGB	14.700	Ha		
			Total	9,811.849	Ha		
	• Community		N.A				
1.5.2	Area Statement						
			LK 1 (Ha)	LK 2 (Ha)	LK 3 (Ha)	Total (Ha)	
	Total area		3,225.00	3,498.00	3,088.70	9,811.70	
	Mature area		2,930.00	2,917.00	2,902.00	8,749.00	
	Mill		-	-	14.7	14.70	
	Emplacement		55	48	48	151.00	
	Road, Bridge		63	64	94	221.00	
	Others area / land reserve for Mill		-	-	30	30.00	
	HCV		177	469	-	646.00	
1.6	Planting Year and Cycles						
1.6.1	Age profile of planting year						
	Planting Year	Hectarage (Ha)					
		LK1 Estate	LK 2 Estate	LK 3 Estate	Total		
	2005	2,275.00	-	-	2,275.00		
	2006	567.00	1,319.00	-	1,886.00		
	2007	88.00	1,512.00	1,831.00	3,431.00		
	2008	-	86.00	1,071.00	1,157.00		
	TOTAL	2,930.00	2,917.00	2,902.00	8,749.00		
1.6.2	New Planting area after January 2010		- Ha				
1.6.3	Planting Cycle		1 st Cycle				
1.7	Description of Mill and Supply Base						
1.7.1	Description of Mill						
	Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)	CPO		Palm Kernel	
				Out put (tonnes)	Extraction (%)	Out put (tonnes)	Extraction (%)

	POM 3	60	297,160	70,024	23.56	11,776	3.96
	*Production data source from 12 months before assessment (January to December 2018)						
1.7.2	Description of Certification Scope of Supply Base						
	Name of Estate	Total Area (Ha)	Planted Area (Ha)	FFB (tonnes/year)	Yield (tonnes/ha/year)	Supplied to Mill	
						FFB (tonnes/year)	%
	Long Kejiak 1 Estate	3,225	2,930	83,525	28.51	36,433	43.62
	Long Kejiak 2 Estate	3,498	2,917	84,679	29.03	84,239	99.48
	Long Kejiak 3 Estate	3,088.70	2,902	93,775	32.31	49,387	52.67
	TOTAL	9,811.70	8,749	261,979	29.94	170,059	64.91
	*Production data source from 12 months before assessment (January to December 2018)						
1.7.3	FFB description from other source						
	Name of sources/Organisation (RSPO certified)	Type of Organisation	number of smallholders	Production Area (Ha)	Supplied to Mill		
					FFB (tonnes/year)		
	Jabdan 1 Estate RSPO Certified ¹	PT Swakarsa Sinar Sentosa	-	-	72,064		
	Jabdan 2 Estate RSPO Certified ²	PT Swakarsa Sinar Sentosa	-	-	1,752		
	Puhus 3 Estate RSPO Certified ³	PT. Dharma Agrotama Nusantara			22,923		
	Kemitraan 3 (smallholder) of PT DIN RSPO Certified ²	Scheme Smallholder	515 farmers	2,148	30,445		
	TOTAL					127,185	
	*Production data source from 12 months before assessment (January to December 2018)						
	1. RSPO Certificate No. MUTU-RSPO/060 by Mutuagung 2. RSPO Certificate No. 824 502 17068 by Tuv Rheinland 3. RSPO Certificate No. MUTU-RSPO/056 by Mutuagung						
1.7.4	Product categories			FFB, CPO, PK			
1.8	Tonnage of Product						
1.8.1	Past Annual Claim Certified Product			Last Year Projected Certified Volume (23 March 2018 to 24 Maret 2019) (MT)		Last Year Actual Certified Volume (01 January 2018 to 31 December 2018) (MT)	
	FFB Processed			216,688		297,160	
	CPO Production			74,944		70,024	
	Palm Kernel (PK) Production			12,759		11,776	
1.8.2	Product selling						
	Type of selling product			Actual selling product for for last year (01 January 2018 to 31 December 2018) (MT)			
	CSPO sold as RSPO certified product			11,775			
	CSPK sold as RSPO certified product			7,779			
	CSPO sold under other scheme			-			
	CSPK sold under other scheme			-			
	CSPO sold as conventional			50,260			

	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)			
	Long Kejiak 1 Estate	3,225	2,930	90,207	30.78			
	Long Kejiak 2 Estate	3,498	2,917	91,453	31.35			
	Long Kejiak 3 Estate	3,088.70	2,902	101,277	34.89			
	TOTAL	9,811.70	8,749	282,937	32.33			
	<i>*Projected FFB production for 12 months of certificate (25 March 2019 to 24 March 2020)</i>							
1.8.4	Estimate of Certified Palm Product Claim							
	Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)	CPO		Palm Kernel		Supply Chain Module
				Out put (tonnes)	Extraction (%)	Out put (tonnes)	Extraction (%)	
	POM 3	60	282,937	67,904	24	11,600	4.1	IP
	<i>*Projected CSPO and CSPK production for 12 months of certificate (25 March 2019 to 24 March 2020)</i>							
1.9	Other Certifications							
	ISPO		Certificate No. : 82450113012, 25 March 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 Plan						
	POM 1 (PT SWA)	June 2012	Jabdan 2 (PT SWA)	2012	Muara Wahau, Kalimantan Timur	Certified		
			Smallholder (KM 5.9)	2015				
			Smallholder (KM 3,6,11,12)	2017				
	POM 2 (PT DSN)	June 2013	Puhus 1 (PT DAN)	2013	Muara Wahau, Kalimantan Timur	Certified		
			Puhus 2 (PT DAN)					
			Puhus 3 (PT DAN)					
	POM 3 (PT DSN)	August 2013	Long Kejiak 1 (PT DIN)	2013	Muara Wahau, Kalimantan Timur	Certified		
			Long Kejiak 2 (PT DIN)					
			Long Kejiak 3 (PT DIN)					
	POM 4 (PT DSN)	November 2014	Jabdan 1 (PT SWA)	2014	Muara Wahau, Kalimantan Timur	Certified		
			Long Jenew 1 (PT SWA)					
			Long Jenew 2 (PT SWA)	2018		Initial Assessment		
	POM 5 (PT DSN)	2020	Bukit Pandunlangan 1 (PT Pilar Wanapersada)	2020	Nangabulik, Kalimantan Tengah	NPP & RaCP Process		
			Bukit Pandunlangan 2 (PT Pilar Wanapersada)					

		Bukit Pandulangan 3 (PT Pilar Wanapersada)			
		Smallholder	2022		
POM 6 (PT DSN)	2019	Melenyu 1 (PT DWT)	2019	Muara Wahau, Kalimantan Timur	NPP & RaCP Process
		Melenyu 2 (PT DWT)			
		Melenyu 3 (PT DWT)			
		Melenyu 4 (PT DWT)			
		Smallholder	2021		
-	-	PT Dharma Intisawit Lestari	2020	Bulungan, Kalimantan Timur	Non Certified
-	-	PT Karya Prima Agro Sejahtera	2020	Muara Wahau, Kalimantan Timur	Non Certified
		Smallholder	2023		
-	-	PT Putra Utama Lestari	2020	Melak, Kutai Barat	Non Certified
		Smallholder	2023		
-		PT Agro Andalan	2019	Sekadu, Kalimantan Barat	Non Certified
		Smallholder	2022		
-	-	PT Kencana Alam Permai	2020	Sintang, Kalimantan Barat	Non Certified
		Smallholder	2023		
-	-	PT Prima Sawit Adalan	2020	Sintang, Kalimantan Barat	Non Certified
		Smallholder	2023		
-	-	PT Dharma Persada Sejahtera	2020	Sintang, Kalimantan Barat	Non Certified
		Smallholder	2023		
Tepian langsung POM (PT Bima Palma Nugraha)	2021	Danau Padang 1 ((PT Bima Palma Nugraha)	2021	Kutai Timur, Kalimantan Timur	Take over 12 December 2018
		Tepian Langsa 1 (PT Bima Palma Nugraha)	2021	Kutai Timur, Kalimantan Timur	Take over 12 December 2018
		Sungai Mangkupa 1 (PT Bima Palma Nugraha)	2021	Kutai Timur, Kalimantan Timur	Take over 12 December 2018
		Sungai Mangkupa 2 (PT Bima Palma Nugraha)	2021	Kutai Timur, Kalimantan Timur	Take over 12 December 2018
		Smallholder	2023	Kutai Timur, Kalimantan Timur	Take over 12 December 2018
Muara Bulian POM (PT Bima Agri Sawit)	2021	Ba'äy (PT Bima Agri Sawit)	2021	Kutai Timur, Kalimantan Timur	Take over 12 December 2018
		Muara Bulan (PT Bima Agri Sawit)	2021	Kutai Timur, Kalimantan Timur	Take over 12 December 2018
		Smallholder	2023	Kutai Timur, Kalimantan Timur	Take over 12 December 2018
PT Dharma Satya Nusantara has committed to obtain RSPO Certificate to all management unit in accordance with TBP that has been set. MUTU has considered that PT Dharma Satya Nusantara is complied with the RSPO requirement for Time Bound Plan. The Time Bound Plan was revised and declared by PT Dharma Satya Nusantara on 20 January 2019 and signed by Head of Sustainability.					
1.10.2	Progress of Associated Smallholders and Outgrowers for Certifiable Standard				
	The associated smallholder under PT DIN has been certified on 2017 and supplying FFB to POM1				

2.0	ASSESSMENT PROCESS
2.1	Assessment Team
RC	<ol style="list-style-type: none"> Moh Arif Yusni (Lead Auditor). Indonesian citizen. Bachelor of Agriculture, majoring in Plant 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 Integrated pest management 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. Steve Mualim (Auditor). Indonesia citizen. Master of Environmental and Natural Resources Management. Has experience as an environmental management consultant in 2012 and sustainable palm oil assurance auditor since 2013. Has attended several trainings i.e.: supply chain, palm oil GHG emission, HCV management, ISPO lead auditor, RSPO lead auditor, labor and human rights issues, ISO 19011, SA 8000 ISO 9001:2008, etc. Has conducting several audit for RSPO, ISPO and MSPO scheme with expertise on best management practices, conservation and environmental management. Fluent in Bahasa and Chinese Mandarin. During the audit, he verified environmental management, HCV aspects and GHG Calculation. 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 Transparency, communication procedure and Worker Welfare under supervised by Moh Arif Yusni.
2.2	Assessment Methodology, Assessment Process and Locations of Assessment
2.2.1	Figure of person days to implement assessment
RC	Number of auditors : 3 Auditors & 1 Auditor Trainee Number of days for RC at site : 5 days Number of working days for RC at site : 15 working days
2.2.2	Assessment Process
RC	<p>The assessment was conducted by measuring the sufficiency of implementation with the consistency done by the PT Dharma Satya Nusantara to the requirements of RSPO Principles and Criteria for Sustainable Palm Oil Production and Supply Chain Requirement 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) interview, aiming to obtain more detailed information and cross check the information; and (3) field observation, aiming to observe directly the sufficiency of implementation on site. Some opportunities for improvement of the results RC delivered by the MUTU auditor to the management unit and the results are the subject will be verified at the next assessment phase (ASA-1.1). Improvement of findings from main assessment findings were observed by auditors at this RC assessment. All information obtained was recorded in Check List of PT Mutuagung Lestari (MUTU) and part of RC</p>

The assessment program please find Appendix 2

2.2.3 Locations of Assessment

RC 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:

Long Kejiak 1

1. **Housing, Division 3.** Observation and interview regarding to feasibility of facilities, complain mechanism, waste management, clean water and access to basic needs.
2. **Daycare facility.** Interview related to worker welfare, complain mechanism, and feasibility of facilities.
3. **Chemical storage.** Field observations related to condition of the storage and management of hazardous and toxic materials.
4. **Fertilizer warehouse.** Field observations related to the condition of fertilizer warehouse
5. **Workshop. Observation and interviews with employees related to management of hazardous waste and hazardous material,** training, provision of PPE, training, emergency response facilities.
6. **Hazardous Waste Storage.** Field observations related to the management of hazardous and toxic materials
7. **Pesticides applicator Washing/rinse house.** Observation for pesticides applicator OHS
8. **Pesticides applicator PPE store division 3.** Observation for pesticides applicator OHS
9. **Engine room division 3.** Observation for OHS and worker welfare
10. **Harvesting, Block F17 Division 1.** Observation and interview regarding procedure, FFB Quality and harvesting round, OHS, and worker welfare.
11. **Harvesting, Block G22 Division 3.** Observation and interview regarding procedure, FFB Quality and harvesting round, OHS, and worker welfare.
12. **Spraying Activity Block G19 Division 3** Observation on safe working practices and interview with the spraying workers related type of pesticides use according to the procedure and also worker welfare.
13. **Integrated Pest Management Block G 19 Division 3,** Observation rat control using BOB, census method and worker welfare
14. **Boundary pole DIN048.** Observation legal operational boundary
15. **Boundary pole DIN049.** Observation legal operational boundary
16. **Boundary pole DIN050.** Observation legal operational boundary
17. **Boundary pole DIN045.** Observation legal operational boundary
18. **Song riparian block I28/29.** Observation for water management and HCV
19. **Kenden besar riparian.** Observation for water management and HCV

Long Kejiak 2

1. **Housing, Division 8.** Observation and interview regarding to feasibility of facilities, complain mechanism, waste management, clean water and access to basic needs.
2. **Daycare facility.** Interview related to worker welfare, complain mechanism, and feasibility of facilities.
3. **Chemical storage.** Field observations related to condition of the storage and management of hazardous and toxic materials.
4. **Fertilizer warehouse.** Field observations related to the condition of fertilizer warehouse
5. **Workshop. Observation and interviews with employees related to management of hazardous waste and hazardous material,** training, provision of PPE, training, emergency response facilities.
6. **Hazardous Waste Storage.** Field observations related to the management of hazardous and toxic materials
7. **Pesticides applicator Washing/rinse house.** Observation for pesticides applicator OHS
8. **Pesticides applicator PPE store division 8.** Observation for pesticides applicator OHS
9. **Engine room division 8.** Observation for OHS and worker welfare
10. **Harvesting, Block I 46 Division 8.** Observation and interview regarding procedure, FFB Quality and harvesting round, OHS, and worker welfare.
11. **Harvesting, Block H41 Division 7.** Observation and interview regarding procedure, FFB Quality and harvesting round, OHS, and worker welfare.
12. **Spraying Activity Block G19 Division 7** Observation on safe working practices and interview with the spraying workers related type of pesticides use according to the procedure and also worker welfare.

13. **Integrated Pest Management Block H38 Division 7**, Observation pest and diseases detection method, and worker welfare
14. **EFB Application Block H35 Division 7**. Field observations and interview with supervisor and worker about application of EFB
15. Boundary pole DIN 027 (block conservation 4). Observation legal operational boundary

Long Kejiak 3

1. **Housing, Division 10**. Observation and interview regarding to feasibility of facilities, complain mechanism, waste management, clean water and access to basic needs.
2. **Daycare facility**. Interview related to worker welfare, complain mechanism, and feasibility of facilities.
3. **Chemical storage**. Field observations related to condition of the storage and management of hazardous and toxic materials.
4. **Fertilizer warehouse**. Field observations related to the condition of fertilizer warehouse
5. **Workshop. Observation and interviews with employees related to management of hazardous waste and hazardous material**, training, provision of PPE, training, emergency response facilities.
6. **Hazardous Waste Storage**. Field observations related to the management of hazardous and toxic materials
7. **Pesticides applicator Washing/rinse house**. Observation for pesticides applicator OHS
8. **Pesticides applicator PPE store division 3**. Observation for pesticides applicator OHS
9. **Engine room division 3**. Observation for OHS and worker welfare
10. **Harvesting, Block G44 F48**. Observation and interview regarding procedure, FFB Quality and harvesting round, OHS, and worker welfare.
11. **Harvesting, Block F48**. Observation and interview regarding procedure, FFB Quality and harvesting round, OHS, and worker welfare.
12. **Manual Weeding, Block G45**. Observation and interview regarding procedure, OHS, and worker welfare.
13. **Boundary pole DIN019 AFD 9**. Observation legal operational boundary
14. **Boundary pole DIN020 AFD 9**. Observation legal operational boundary
15. **Boundary pole DIN067 AFD 10**. Observation legal operational boundary
16. **Boundary pole DIN068 AFD 12**. Observation legal operational boundary
17. **Land application block G49 AFD 10**. Observation for POME utilization
18. **Bleu riparian block H44 AFD 9**. Observation for water management and HCV

POM 3

1. **Security and Weigh-bridge**. Observation of SCCS implementation
2. **Grading**. Observation of FFB grading and quality, OHS and worker welfare implementation.
3. **Sterilizer Station** Observation and interview with operator related personnel understanding over the applicable SOP, infrastructure in mill, the implementation of occupational health and safety, medical examination, trainings from company and worker welfare.
4. **Clarification Station** Observation and interview with operator related personnel understanding over the applicable SOP, infrastructure in mill, the implementation of occupational health and safety, medical examination, trainings from company and worker welfare.
5. **Boiler Station** . Observation and interview with operator related personnel understanding over the applicable SOP, infrastructure in mill, the implementation of occupational health and safety, medical examination, trainings from company and worker welfare.
6. **Engine Room Station**. Observation and interview with operator related personnel understanding over the applicable SOP, infrastructure in mill, the implementation of occupational health and safety, medical examination, trainings from company and worker welfare.
7. **Nut and Kernel Station**. Observation and interview with operator related personnel understanding over the applicable SOP, infrastructure in mill, the implementation of occupational health and safety, medical examination, trainings from company and worker welfare.
8. **Hydrant No 3**. Simulate the facility of emergency
9. **Waste Water treatment plant**. Observation related OHS and enviromental management
10. **Water treatment plant**. Observation for water usage monitoring and interview with operator related workers welfare and OHS
11. **Sparepart store**. Observation for material handling and OHS
12. **Chemical store**. Observation for material handling, OHS, and hazardous material handling

13. **Workshop.** Observation for OHS and workers welfare
14. **Temporary hazardous waste store.** Observation for OHS, material handling, and hazardous waste management
15. **Diesel fuel tank.** Observation for OHS and material handling
16. **Mill housing.** Observation related OHS, waste management, and interview for workers welfare

Stakeholder consultation:

1. Consultation to relevant agencies on 15 Jan 2019.
2. Consultation to local contractor and communities on 15 Jan 2019
3. Interview with gender committee and labour union on 15 Jan 2019
4. Gender Committee of POM 3
5. Labor Union of POM 3
6. Village Official of Muara Wahau
7. Head of oil palm scheme smallholder of Harapan Baru Cooperative
8. Head of Muara Wahau Youth Organization (*Karang Taruna*)
9. Head of Village Owned Enterprise (*BUMDES*)
10. Local Contractor of Housing (on behalf of personal)
11. Local Contractor of Material Supplier (on behalf of personal)

Interview with workers during the audit of RC (detailed in annex 1).

2.3	Stakeholder Consultation and Stakeholders Contacted
2.3.1	Summary of stakeholder consultation process.
RC	<p>Summary of stakeholder consultation process</p> <p>Consultation of stakeholders for PT Dharma Satya Nusantara was held by:</p> <ul style="list-style-type: none"> • Public Notification on RSPO Website (https://www.rspo.org/certification/public-announcement/page/2) and PT Mutuagung Website (http://mutucertification.com/notification-on-rspo-re-certification-of-pom-3-pt-dharma-satya-nusantara/) on 10 December 2018 • Public consultation meeting with government of Kutai Timur conducted by visits and interview on 15th January 2019 • Public consultation meeting with local stakeholder conducted by FGD and interview on 15th January 2019 • Public consultation meeting with internal stakeholder FGD and interview on 15th January 2019 • Public consultation with NGO by email conducted on 3rd January 2019 <p>Numbers of input from stakeholders were clarified by the company as a part of this report</p>
2.3.2	Stakeholder contacted
	<i>Please find appendix 1</i>
2.4	Determining Next Assessment
	The next visit ASA 1.1 will be determined 08 – 12 months after the date of certificate issued

3.0 ASSESSMENT FINDINGS

3.1 Summary of Assessment Report of the RSPO Certification

MUTUAGUNG LESTARI has conducted an assessment of POM 3 – PT Dharma Satya Nusantara operation consisting of one (1) mill and PT Dharma Intisawit Nugraha as supply base with three (3) oil palm estates.

During the assessment, there were Three (3) nonconformities were assigned against Minor Compliance Indicators, and Nine (9) 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.

MUTUAGUNG LESTARI found that POM 3 – PT Dharma Satya Nusantara operation complied with the requirements of Indonesian National Interpretation of RSPO Principles and Criteria (P&C) 2013 by INA-NITF July 2016, endorsed by the RSPO Board of Governors on September 30th 2016 and RSPO Supply Chain Certification Standard For organizations seeking or holding certification Adopted by the RSPO Board of Governors on 21 November 2014 revised on 14 June 2017 (Module D for CPO Mill).

Therefore MUTUAGUNG LESTARI Recommends RSPO Certification of compliance is *Issued*

Ref Std.	VERIFICATION RESULT of MUTU-Certification
PRINCIPLE #1 COMMITMENT TO TRANSPARENCY	
1.1 Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.	
<p>1.1.1 A list of information that can be accessed by stakeholders is explained in the Communication and Consultation Procedure (Document No.: SOP-AGR-044-R01). The information such as: HGU documents, SEIA, UKL / UPL, RKL / RPL Reports, Company Policy, HCV, SIA, etc.</p> <p>The company can demonstrate list of stakeholders (updated January 2019) such as: surrounding village (Benhes, Diaklay, Dabeq, Muara Wahau, Nehas Liah Bing, Jabdan, Long Bau, Miau Baru SP), organization of worker and community (Muspika, worker union, The Nature Conservancy, Labour Agency, Local Contractors, Scheme Smallholders, Smallholders Cooperatives, Plantation Agency, Environment Agency, National Land Agency, Etc. Ensure the existence of environmental and social NGOs and be included in the stakeholder list.</p> <p>Based on interview with local communities (Muara Wahau Village officials, Muara Wahau Youth Organization, Head of Village Owned Enterprise), it is known that they are quite easy to access information. Information can be accessed by submitting requests verbally, e-mail, fax, telephone and direct visits. Company has been socialite to stakeholder about the document can be accessed on January 2018. Stake holder (e.g. local communities) also know that the documents can be accessed with competence PIC (Corporate Social Responsibility Staff).”</p> <p>1.1.2 The procedure for responding to stakeholders is explained in Communication and Consultation Procedure (Document No. SOP-AGR-044-R01). In the procedure it is explained that the department responsible for providing or updating information are Corporate Social Responsibility Operation Department. The time to respond to information requests is 4 days. Based on interviews with community representatives and local contractors obtained information if the stakeholders already know about the kind of information that can be obtained from company.</p> <p>From document review of the Logbook Documents of 2018/2019, there was no request for information from the stakeholders, so there was no response. Based on interview with representatives of stakeholders, it was known that they</p>	

had not requested information from the company. It is known that letters from external parties only contain letters related to requests for funding assistance and transportation units during 2018/2019, such as:

- Request for MTQ Fund Assistance from Karangan District (Letter No.: 003 / LPTQ-KEC / MW / II / 2018). Received by the company on February 21, 2018 and responded on February 23, 2018..
- Request for assistance from the PKK Chairperson of Muara Wahau Village. Received by the company on April 24, 2018 and responded on April 28, 2018

However, the company continues to submit mandatory reports to the relevant agencies, for example:

- WLTK (Labor report) period 2018, received by Labor Agency on December 20, 2018.
- P2K3 report, quarter 4 (January to March 2018), received by Labor Agency on January 4, 2019.
- Report of the Progress of Large Private Plantation Activities to the Plantation Department of Kutai Timur Regency on 10 January 2019. (The report is also ransomed to the Office of the BPN (Land Agency) Kutai Timur Regency as a report of the utilization of Land Use Title)

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.

A list of information that can be accessed by stakeholders is explained in the Communication and Consultation Procedure (Document No.: SOP-AGR-044-R01). The information such as: HGU documents, SIA, UKL / UPL, RKL / RPL Reports, Company Policy, HCV, SIA, etc. The document is stored in the estate and factory office. Information requests that can be fulfilled are information data relating to environmental, social and forest issues, except data / information / documents that are protected by commercial knowledge and information / documents which, if revealed, have a negative impact.

Based on interview with local communities (Muara Wahau Village officials, Muara Wahau Youth Organization, Head of Village Owned Enterprise, they already know about the procedure. Company has been socialite to stakeholder on January 2018. Stake holder (e.g. local communities) also know that the documents can be accessed with competence PIC (Corporate Social Responsibility Staff).”

Status: Comply

1.3

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

1.3.1

CH has commitment related to integrity and ethical conduct in all operational activities. The commitment is listed in “*Pedoman Mutu*” document (PDM-AGR-R04) dated 1st May 2015. In clause 7.5 about ethical conduct in all operational business activities, stated that:

- Each activity must reflect to fair business practices.
- Prohibits any employee for corruption, bribery and fraud in the use of funds and resources.
- Provide information in accordance with applicable laws and practices of the oil palm industry.

This policy has been socialized to the contractor and stakeholders on March 18, 2018 to all workers and stakeholders. This policy is available in *Indonesian*. Based on interview with worker in estate and mill including local contractors, it is known that they understand about the ethical conduct of the company. Interview with worker in estate and mill informed that there is no issue about integrity and ethical conduct

Status: Comply

PRINCIPLE #2 COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS

2.1

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

2.1.1

The list of law or regulations is explained in the regulatory list document (law register) which already update on January 2019. Law registers are available in soft and hard copy. The company can demonstrate compliance with these law and regulations, for example: have HGU, have environmental documents, conduct factory wastewater testing, conduct river water quality testing, conduct groundwater quality testing, conduct air quality testing, perform noise and noise testing, pay

employee wages, pay employee overtime, etc.

In term of best management practices, it was known that estate and mill management has implementing several pursuance with Indonesia laws and regulations, for example has conducting mechanical or zero burning method during land clearing, palms planted were derived from seeds (DxP) producers, recognized by the government of Indonesia. Furthermore, estate (each unit management) has implementing integrated pest management, biological control and only used pesticides listed on pesticide.id.

In term of legal aspect, the CH has shown evidence towards legal aspect, The Certificate Holder has complied with regulations in the field of plantation and land legality, such as HGU (land use title) and HGB (land use title for building/mill), IUP P (plantation business permit for mill) and IUP B (plantation business permit for estate), as well as mandatory reports on annual land use to BPN, explained in more detail in Criterion 2.1.

In worker welfare aspect it's known that company has paid the employees wage in accordance with applicable regulation. In OHS Aspect the company has established the structure for guiding committee for occupational health and safety in each management unit and this committee has received an approval from Ministry of Manpower and Transmigration in Kutai Timur Regency, has provide emergency facilities and etc. Furthermore in environmental aspect the company has had EIA document that approved by government, have hazardous and toxic waste storage issued by relevant agencies in each estate and etc.

Based on interviews with relevant institutions in Kutai Timur Regency (Plantation Agency, Manpower and Transmigration Agency, Environment Agency and National Land Agency), it is noted that the management unit has complied with the regulations related to the estate, mill, land legality, employment and the environment.

2.1.2; 2.1.3 & 2.1.4

The mechanism for updating and monitoring of implementation the law and regulation describes in the SOP No.: SOP-AGR-024-R01 issued date 8 September 2014. On the section 5 describes that SHE/HCD/HCO/Legal Department conduct monitoring and evaluation regarding to implementation of law and regulation. On this procedure describes every 6 months, SHE/HCD/HCO/Legal Dept Head conduct monitoring and evaluating of compliance with laws and regulations and requirements. Monitoring and evaluation evidence are including the minutes, reports, checklists, minutes of meetings, photographs or other documents. Monitoring and evaluation results are listed in form of Evaluation Summary of Compliance with Rules and Regulations (No. DK-MS-01A-R01) that was renewed in January 2019. The document is an inventory of national and local regulations related to aspects of legal, labour, health and safety, and environmental. Internal audits have been conducted continuously and are documented and reviewed in the management review activities conducted on August, 1 2018.

Result of its showed in the form of minute of meeting, audit report (internal and external) and audit checklist. To ensure compliance with law or regulations, the company conducts an internal RSPO audit. The last RSPO internal audit was carried out on 9 - 11 July 2018. Audit results are known:

- Found the OHS General Expert license has expired (Not in accordance with Minister of Manpower Regulation No. 2 of 1992). Non-compliance was fulfilled on December 12, 2018
- There has not been a revision of the head of P2K3 which has been transferred by Jonatan Ifung (Not in accordance with Minister of Manpower Regulation No. 4 of 1987). Non-compliance was fulfilled on December 11, 2018.
- There is a Hazardous Waste symbol that is not in accordance with the provisions (Not in accordance with Environment Regulation No. 14 of 2013). Non-compliance was fulfilled on December 12, 2018.

Based on Law Register Document review on *Summary of Law Register Evaluation* (No.: DK-MS-01A-R01, Rev. January 2019), there are some law or regulation that have not been listed in the law registers, such as:

- Ministry of Manpower Regulation No. 5 / 2018 related to Occupational Safety and Health for Worker Area
- Ministry of Agriculture Regulation No. 5 / 2018 related to land clearing without burning
- Ministry of Forestry and Environment Regulation No. 5 / 2018 related to Standards and Certification of Competencies of Responsible Operators for Wastewater Treatment Operations and Person in Charge of Water Pollution Control.
- Ministry of Manpower Regulation No. 38 / 2016 related to OHS for Power and Production Vehicle

• Ministry of Manpower Regulation No. 37 / 2016 related to OHS for pressure vessel and storage tank.
Based on the explanation, raised the non-conformance No 2019.01 with minor category

2.1.2	Status: non-conformance No: 2019.01 with minor category	Open
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2.2
The right to use the land is demonstrated, and is not legitimately contested by local people who can demonstrate that they have legal, customary or user rights.

2.2.1
 The Certificate Holder has land use rights for Estate (HGU) and land use rights for Mill/building (HGB) covers an area of **9,811.849 ha**, plantation business permit for Estate (IUP-B) for an area of **± 10,000 ha**, and plantation business permit for mill (IUP-P) with capacity of **60 tons FFB/hour**. The details are as follows :

POM 3 - PT Dharma Satya Nusantara

- Decree of HGU No. 20/HGB/BPN-64/2011 dated 2 February 2011, covers **14.70 ha**.
- Certificate of HGB No. 04 dated 23 March 2011, covers **14.70 ha**, valid until 2031.
- IUP-P based on Decree of Kutai Timur Regent No. 188.4.45/057/Eko.1-V/2011 dated 10 May 2011 covers **60 tons FFB/hour** of Mill capacity.

Long Kejiak 1 Estate, Long Kejiak 2 Estate, Long Kejiak 3 Estate - PT Dharma Intisawit Nugraha:

- Decree of HGU No. 66-HGU-BPN RI-2007 dated 19 December 2007, covers 9,811.85 ha.
- Certificate of HGU No. 22 dated 15 January 2008, covers 9,811.894 ha then revised to **9,797.149 ha** (reduced by 14.7 ha for Mill's HGB), valid until 2038.
- IUP-B based on Decree of Kutai Timur Regent No. 431/ 01.188.45/HK/IX/2007 dated 24 August 2007, covers + **10,000 Ha** area of oil palm plantation.

2.2.2

Legal boundaries shown in HGU map (No. 013-16.09-2006 dated 14 June 2006) issued by National Land Agency. Working instructions are available for HGU poles installation and maintenance, set the poles maintenance will be conducted twice a year.

Based on field observation and HGU monitoring document, it was found that the HGU Poles position was not in accordance with the coordinates determined by the National Land Agency, namely:

Location	No. Of HGU Pole	Distance Difference
LK 1	DIN 044	± 25 m
LK 1	DIN 045	± 22 m
LK 1	DIN 048	± 25 m
LK 1	DIN 049	± 24 m
LK 3	DIN 019	± 24 m
LK 3	DIN 067	± 50 m
LK 3	DIN 068	± 75 m

In addition, in the document of HGU monitoring, it is known that most of the HGU poles positions do not match the specified coordinates.

In the WI of Boundary Installation and Maintenance (No. IK-AGR-OLP-33-R00 dated 28 September 2015), stated that the poles was installed in accordance with the licenses set by government officials, the position of the poles was determined using a GPS device.

Related to this, the Certificate Holder has not been able to show evidence that the HGU poles has been installed in accordance with the coordinates specified in the predetermined list. **Based on the explanation, raised the non-conformance No 2019.02 with minor category**

2.2.3, 2.2.4, 2.2.5, 2.2.6

Results of the review of area statement, HGU Decree, stakeholder consultations (National Land Agency, Muara Wahau Villages Officials), as well as field observations are known that there is no land disputes on Certificate Holder's operational area. In the Decree of the HGU, it was explained that the entire area of PT DIN originated from the forest area which was released through Decree of Forestry Ministry No. 130/Menhut-II/2005 dated 23 May 2005 for an area of 10,125 ha. There is no information that the land acquisition were from legal compensation from the community.

Nevertheless, the Certificate Holder has an Operation Director Memorandum (No. 0030/MS/XI/2016 dated 1 November 2016) related to the policy of not using violence, intimidation, or the use of paramilitaries in resolving disputes/conflicts, as well as SOP for Conflict Handling (No. SOP-AGR-007-R00 dated 15 February 2012), state that the stages of conflict resolution are conducted by deliberation or by legal means.

Results of interviews with stakeholders (National Land Agency, Plantation Agency, Muara Wahau Village Officials, and Local Contractors) were found that the Certificate Holder had never used violence or intimidation in resolving disputes, but was deliberated first.

2.1.2 **Status: non-conformance No: 2019.02 with minor category**

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

In the Decree of the HGU, it was explained that the entire area of PT DIN originated from the forest area which was released through Decree of Forestry Ministry No. 130/Menhut-II/2005 dated 23 May 2005 for an area of 10,125 ha. There is no information that the land acquisition were from legal compensation from the community. As well as in SIA and HCV document stated that there is no customary rights as well as traditional rights within Certificate Holder's area. Based on consultation with Village Head of Muara Wahau, known that the use of Company's land does not sourced from villager's lands rights. They has been prior informed related the negative and positive impacts of the oil palm plantation development.

Based on management interviews, it is known that the Certificate Holder has no plans to expand the land by legal compensation from community. However, the Certificate Holder has procedures related to land identification, acquisition, and compensation in FPIC manner that is SOP of Land Acquisition (No. SOP-AGR-071-R02 dated 1 August 2017), and SOP Land Compensation (No. SOP-AGR-058-R02 dated 2 June 2018).

Status: Comply

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

3.1.1

The company has a management plan for a 3 years period i.e. projection for 2019 to 2023 with information on this document consisting of company activities such as profit and loss information from Total Revenue and Total Operating Cost, including information about gross operating cost, profit/loss before tax and profit and loss after tax. The company has a financial schedule for yearly budget.

Information in the document consists of general routine operational activities such as target of FFB yield /ha, plantation maintenance, harvesting, fertilizer, investment plans such as enrichment planting (planting of various plant species to enhance biodiversity), mill activities such as FFB processed, projected oil extraction rate (OER) and kernel extraction rate (KER), projected crude palm oil (CPO) and palm kernel (PK) production, CSR programs and environmental monitoring, HCV management plan and other activities to fulfil RSPO requirements.

The company has also developed a yearly plan as seen for year 2019, containing information on the budget for each activity (including activities for environmental management programs and all CSR related expenses, legal compliance and RSPO P & C compliance) and revenue from company's production including all company's liabilities.

In a cash flow projection document, there is also a plan for 3-year cash inflow from sales of CPO and palm kernel sales. The main points of cash outflow is the overall production cost of the estate and the mill include the cost of estate maintenance (sustainability cost), as well as the combination of costs associated with environmental and social monitoring activities.

Budget and target achievement evaluations are carried out every year, and the evaluation of achievement for management plan year 2012 was sighted.

3.1.2

There is no replanting program for next 5 years. The oldest palm oil tree are planted on 2008. Meanwhile based on soil map (scale 1:70000) there is no peat soil.

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

Documents verifications, interview with managements obtained information if there is no change related agronomy and mill procedure. The procedure has been cover all activity in mill and estate. Based on field observation in mill and estate it's known if the procedure has been implemented and the Worker can demonstrated work technique in accordance with procedure. As for the harvesting activities, the results of field visit and interviews with harvesters have pointed out that they have proper knowledge and comprehension towards the procedures for harvesting activity. They have also understood the standard of fruit ripeness of 2 loosen fruits per kg, frond stacking, fruit stacking, and PPE usage. In addition, the field visit also informed that all employees have understood the technical matters of their works, have been equipped with proper and necessary PPE, and all Supervisors have understood first aid measures to be taken in any case of occupational accident.

4.1.2, 4.1.3

All of the company's operational activities are recorded in the form of Monthly Reports for both the estate and the palm oil mill (POM). Said operational activity report is a recap from the daily activities. The company also discusses each item of the activities. The evaluation mechanism for the entire operational activities, both the estate and the mill, is performed by the manager. The report is a regular report prepared by the unit management of the estate and the mill and submitted to top management.

The result of field visit and interviews with the harvesting supervisor indicated that they also record all operational activities in the Supervisor's Daily Report (*LHM*) and submit such report on a daily basis. The daily report describes types of work, numbers of workers, usage of materials, and employee's individual achievement

4.1.4

The procedure regarding FFB receiving from other party contained in Work Instruction of Traceability of CPO and PK Product in IP and SG Model (No. IK-AGR-MS-08-R07 dated 18 January 2019). Based on document review of FFB received by POM 3 period of January to December 2018, all FFB received sourced from own Estate (LK 1, LK 2 and LK 3 Estate) and certified third party in Group Company and its scheme smallholder, that is :

- Jabdan 1 Estate, Certification Scope of POM 4, RSPO Certificate No. MUTU-RSPO/060 by Mutuagung
- Jabdan 2 Estate, Certification Scope of POM 1, RSPO Certificate No. 824 502 17068 by Tuv Rheinland
- Puhus 3 Estate, Certification Scope of POM 2, RSPO Certificate No. MUTU-RSPO/056 by Mutuagung
- Smallholder of PT DIN, Certification Scope of POM 1, RSPO Certificate No. 824 502 17068 by Tuv Rheinland

Status: Comply

4.2

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

4.2.1; 4.2.2

Procedures for managing soil fertility are explained in several documents as follows:

- IK-AGR-OLP-09-R03 dated November 3, 2014 about manuring
- IK-AGR-OLP-10-R02 October 2014 about POME application in the field
- IK-AGR-OLP-11-R02 dated November 3, 2014 about EFB application
- IK IK-AGR-OLP-25-R01) dated 1 February 2014. About soil and leaf sampling

The study documents results indicate that management unit had performed fertilization by using chemical fertilizers, effluent and EFB. At the time of the Surveillance-1 assessment is performed, there was no fertilizer application activity across the operational area of the estate due to it has not entered the schedule. Documents verifications obtained information if during 2018 known that Certificate Holder conducted inorganic fertilizing in accordance with manuring recommendation.

The management unit routinely been conducting of soil and leaf analysis periodically conducted as follows (1) **(Soil Analysis)**, which is done regularly every 6 years measuring the following parameters; texture, acidity (pH), contents of C, N, P, K, Mg, Ca, Na, BS, CEC, Al and H. (2) **Leaf Analysis**, which is done every year as a guide to determine the fertilizing recommendation, by monitoring the following parameters; Indicator Major elements namely N, P, K, Mg and Ca and Indicator Minor elements namely B, Cu, Zn and F and (3) **Visual Analysis**, which is done as part of the points in determining the fertilizing recommendation, identifying nutrient deficiency symptoms, and analyzing the disease attacks that are potential in becoming an endemic of certain disease.

4.2.3

Nutrient recycling strategy as a part for increasing soil fertility has been conducted, such as EFB mulching application and POME land application. The result from the field visit indicated that such activity has been correctly done in accordance with the provided recommendation. The company also conducts an empty bunch application in a dosage of 40 Tonnes/Ha. Field observation in LK2 Block H35, it is known that EFB mulching application has been implemented especially in sandy area with dosage 40 tonnes/ha/year. Whereas in LK 3 Block G 49, POME land application with dose 750 tonnes/ha/year in three rotation (250 tonnes/ha/rotation) has been implemented. The record off EFB and POME application has been well documented

Status: Comply

4.3

Practices minimize and control erosion and degradation of soils.

4.3.1, 4.3.4, 4.3.5

The company has had soil map with scale 1:70.000 in Soil Detail Survey Report compiled by R&I DSN group on 2013. Based on that's map showing soils types which are generally of types *Kanhapludults*, *Kandiudults* and *Udifulvents*. There are no widespread peat, fragile or marginal soils in companies land area, soils types are primarily alluvial soils with good drainage and no peat soils. Most of area of PT DIN is at Soil Class 2. Interview with managements and field observations there is no fragile or problem soils like peat, slope are, sulfate or sandy area. the problem is low nutrient factor which managed with an organic fertilizer and empty bunch application

4.3.2

The company has had slope map with scale 1;100.000 which shows a generally flat area 0 – 15 % and only very smalls of slope, usually adjacent to rivers. Based on document review and field observation in LK1, LK2 and LK3, it is known that the area is relatively flat and there is no contour terrace, but individual terrace in certain area.

Management of certain slopes include the EFB application found in LK2 Block H35, observation on the activates of harvesting, manuring, spraying in LK1, LK 2 and LK 3 found the U shape frond stacking system, and selective weeding by not spraying soft fern (*Neprolepis bisserata*) in inter-row.

4.3.3

The existence of soil map containing information on soil classification, texture, drainage, limiting factors, rocks, and suitability information for the development of oil palm plantation has helped the company to prepare the road maintenance program as to ensure the FFB yielded from the estate are properly transported to POM 3. The company also has a Road Maintenance Program equipped with the proper infrastructure and facilities to do such work. According to the result of field visit, the roads are in good condition and the FFB harvested are smoothly transported to the mill.

Status: Comply

4.4

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

4.4.1

Field visits on Song riparian block I28/29 (LK1) and Ble riparian block H44 (LK3) for examples, found that companies managed Petanang river riparian by marked the buffer zone, perform revegetation with vetivergrass, and zero chemical signboard placement.

Company also conducted regularly water quality testing every semester for Wahau river based on RKL/RPL matrix. Document review shown that 2nd semester 2018 testing result for Wahau river quality (upstream and downstream) are still compliant with standard quality (Perda Kalimantan No 2/2011). Based on workers interview on estate housing shown that drinking water for them originated from refill water and PKS 3 Mill also provides clean water access for all workers.

Water sources identification and management plan are listed on 2018 water management document. These document describe the water source identification, Mill water usage monitoring & efficiency, and riverine area protections.

4.4.2

Company provided procedures for riparian areas protection/conservations listed on IK-AGR-SHE-06-R02 dated 17 Januari 2019 document. Field visit during audit, for examples on Bleu riparian block H44 LK3 acquired information that company shown proper ways for maintain and protect the catchment area for example manual weeding and marking the chemical boundary border. Company has identified and shown the maps for catchment areas (including riparian) with 1:50000 scale. HCV identification document shown there is some river flow on estate such as Bleu river, Kenden besar river, and Song river.

4.4.3

Mill effluent produced by PKS 3 processed at waste water treatment plant (WWTP) based on POME management procedures, until it complying with standards before it discharged to LK3 estate as land applications based on decree of Kutai Timur regent No 660/K.308/2017 valid until 2020.

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

4.4.4

Observations on POM 3 water treatment plant found monitoring for raw and process water usage was done by WTP officer periodically, and flowmeters at inlet/outlet serves normally. Procedure for Mill water usage and monitoring are provided and has been listed on procedure no IK-AGR-PRO-17-R01 (Water Treatment). Standards of water usage for FFB process has defined on 2018 budget projected 1.24 m³/mt FFB processed. Water usage monitoring was done recorded and summarized every month, for example on February 2018 FFB processed 38,839 mt, process water usage 36,660 m³, and water usage efficiency was 0.99 m³/tonne FFB processed.

Status: Comply

4.5

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

4.5.1

The company has had IPM program that documented as follows:

- Work instruction of Early detection pest and diseases (IK-AGR-OLP-13-R00) who described if early detection conducted every months in all blocks and observe leaf eater caterpillar
- Work instruction Pest and Diseases Control (IK-AGR-OLP-14-R00) who described about activity of pest and diseases control and critical threshold for all pest that's observe, for instance:
 1. Critical threshold for leaf eater caterpillar are between 10 – 40 depends on the type of caterpillar
 2. Critical threshold for rats are 5 % from the sample that's observed
 3. Critical threshold for termite are 5 % from the sample that's observed

The company maintains records of conducting pest and disease detections once a month at each estate, which is done for nettle caterpillars, bagworms, rats and spike moths (*Tiratabha* sp.). Whereas for detection diseases symptom conducted every three months inherence with pest detection.

Integrated pest management program was implemented by the company are monitored and evaluated every month. The evaluation is in the form of a Matrix of pest infestation and diseases symptoms that describes the type of pest; attack average; analysis of the attack, level to the threshold; conclusion to determine control techniques if needed. Based on data and summary of census of 2018 in LK1, LK 2 and LK 3, it is known that there are no pest infestation and disease symptom that exceed the economic threshold. So there is no usage of pesticides for pest and disease control. This is verified by field observation in LK1, LK 2 and LK 3, visually there is no symptoms of leaf eater caterpillar infestation on the canopy, or the rat's infestation on the FFB collected in the FFB platform.

As an anticipation measure to prevent the infestation of *UPDKS* (Oil Palm Leaf-Eating Caterpillars), the company conducted the planting and maintenance of beneficial plants (*Antigonon leptopus* and *Turnera subulata*). Furthermore, to avoid the rats infestation, the company applied the biological control by utilizing Barn Owls

4.5.2

The company able to show the realization of IPM training for instance training 16 March 2018, 25 April 2018, on 13 August 2018 with the participants are assistants, supervisor and the workers. Based on interview with workers, for example workers at Block G 19 Division 3 LK1 and Block H38 Division 7 LK2, confirmed that workers has understood on IPM aspect i.e.: methodology census, type of pests and diseases and management controlling. Documents verifications its known if there is 117 BOB in LK1, 124 BOB in LK2 and 116 BOB in LK3.

Status: Comply

4.6

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

4.6.1

The company has had work Instruction *Penentuan Jenis Dosis dan Aplikator Pestisida (IK-AGR-OLP-16-R02)* that's described agrochemical that's in accordance with weed that found. Documents verifications the pesticide that's used are specific characteristic for certain target, for example Glyphosate for narrow leaf weeds, Lyndomin for wide leaf weeds, triclopyr and metyl metsulfuron for woody growth. Since 2013 the company no longer use direct Pesticide like paraquat that can eradicate all of weeds

The company conduct circle and path spraying using selective pesticide twice a year. Field observation in Block G24 LK1 its known if the workers already know the method of selective spraying for instance only spray the circle or path that there is a weed and if no weeds are not spraying.

The company uses chemicals registered and allowed by the Government as www.pesticide.id and also the company has reported their chemical usage to the Head of Labour and Transmigration of Kutai Timur Regency through the letter number 064/P2K3-DIN/XII/2018 and there is evidence of receipt in the form of stamp from the institution. Based on documents verifications, field visit to pesticide storage and interview with management and pesticide applicator obtained information if the company didn't used the pesticide that prohibited by the government as mentioned in Annex II Regulation of Ministry of Agriculture No 39 year of 2015 about Pesticide Registration, for example aldrin, formaldehida, monokrotofos, etc.

4.6.2, 4.6.3, 4.6.4; 4.6.8

The use of pesticides has been documented by each estate 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. During 22018, LK1, LK2 and LK3 not used pesticides to control pests and diseases. This is reinforced by the results of the census which show that pests during 2018 was still below the economic threshold. The results document review and field visit in the warehouse of pesticides showed that all units of the estate does not use pesticide in categories WHO 1A, 1B and paraquat. Based on a review of documents and interviews with management staff and workers, certificate holder did not perform the application of pesticides from the air.

4.6.5

Evidence of pesticide application by trained person and in accordance with application guidelines in product label and storage guidelines shall be available. Appropriate safety equipment shall be provided and utilized. All precautions attached to the products shall be properly observed, applied, and understood by workers. The company has had work Instruction

Penentuan Jenis Dosis dan Aplikator Pestisida (IK-AGR-OLP-16-R01) that's described agrochemical that's in accordance with weed that found.

Based on field observation and interview with foreman and sprayer as follows:

- Field observation and interview with foreman and sprayer on Block G 24 spray activities using Glyphosate and methyl metsulfuron pesticides, workers have been equipped with shoe type PPE, helmets equipped with face-protection glass, apron, shirts and trousers, masks and nitrile gloves. The type of PPE has been in accordance with the recommendation in MSDS Type Glyphosate and methyl metsulfuron.
- Based on field observation its known if the workers were able to explain and demonstrate its job in accordance with the SOP, such as justification of pesticide usage, considering wind flows during spraying, pesticide mixing, pesticides and its target, prohibited areas to be sprayed (for example HCV area and riparian zone, as well as PPE's to be used as well as its management.
- Field observation in pesticide storage in LK1, LK2 and Lk3 its known has been equipped with MSDS that contains information on the potential hazards (health, fire, reactivity and environmental) and how to work safely with the chemical product. That all MSDS are available and suitable for pesticides. The risk symbols, hazard level instructions, and PPE used are shown correctly.
- Field observation in residential complexes indicate that no use of pesticide and other agrochemical containers is used for domestic purposes
- The mixed pesticide bring to the field using special tank to reduce environmental pollution and safety aspect.
- the results of the field visit are also known to be related to the food that carry out to the field, the management unit has been provided a special box to minimize risk of negative impacts

4.6.6

Based on field visit in LK1, LK2 and LK3 Estate chemical storage shown there are signboards and hazardous symbols for chemical by category, complete series Material Safety Data Sheet, chemical logbook, emergency response manual, first aid kit and personal protective equipment for storage foreman. Training for workers and staff regarding hazardous and agrochemical waste material handling have been conducted on November 2018. Based on interview with sprayer team found that workers recognized how to properly disposed waste materials and workers have been trained by company about waste and hazardous materials handling. Field visit during audit on LK1, LK2 and LK3 housing found there is no indications that ex agrochemical containers are used for other household purposes (for example flower pots and potable water container).

4.6.7; 4.6.9

Based on field observation and interview with Foreman and Pesticide Applicators in LK1 and LK2 it could be concluded that the workers able to explain and demonstrate its job in accordance with the SOP, such as justification of pesticide usage, considering wind flows during spraying, pesticide mixing, pesticides and its target, prohibited areas to be sprayed (for example conservation area and stream/riparian zone, which were marked with red paint on palm trunk) as well as PPE's to be used and its management. Pesticide applicators has also mentioned that pregnant and breastfeeding women are strictly prohibited to works related with agrochemicals.

Furthermore, based on field observation to Pesticides Store in LK1, LK2 and LK3, it was found that all MSDS were available and match with pesticide stocks, symbols of risk and hazardous level, instruction and PPE used were displayed properly. Furthermore there are Pre mixing area as pesticide mixing and PPE's place located nearby Division Office. Moreover, as observed in employees housing areas, it was known that used pesticide containers were not be able to be reused for domestic household purposes. To ensure pesticide that application is constant in accordance with dosage that determined the company conducted calibration to all knapsack for example calibration on

4.6.10

Company established procedure for Toxic and Hazardous waste handling including ex agrochemicals management listed on IK-AGR-SHE-09-R02 dated on October 19 2015. These procedure stated that all ex chemicals containers were kept on temporary hazardous storage at mill/estates.

Based on Field observation on LK1 and LK2 chemical store found insecticides with trade name Termiban™ and Lentrek™ that actually expired since 2016. IK-AGR-OLP-17-R01 related pesticides handling on February 2012 on point 3 stated that noticed pesticides expiration date. During audit, organization has shown correction regarding this expired pesticides

handling and management based on IK-AGR-SHE-09-R02. Related that's matter the company are not able to shown monitoring evidence for all chemical/pesticides expiration date that stored in chemical storage. **Based on the explanation, raised the non-conformance No 2019.03 with minor category**

4.6.11

The Certificate Holder has conducting medical checkup which conducted twice a year. Type of analysis were consist of physical parameter and cholinesterase (blood check). According to last MCU record in LK1, LK 2 and LK 3 shows that all workers are in good condition were considered normal and fit to conduct agrochemical works. Observation and interview to workers sighted that there were no indication of skin disease and itches.

4.6.12

Certificate holder has a prohibition policy for pregnant and lactating female to work which are related to agrochemical. Certificate holder delivers monthly examination for female worker in order to ensure that they are not working with agrochemical when they are pregnant or lactating. Based on field observations and interviews with personnel LK 2 Block G19 Division 1 and LK2 Block G22 Division 3 known that there were no personnel sprayers women who are pregnant and breastfeeding, and stated that policies related to the prohibition of pregnant and breastfeeding women to spray has been understood.

4.6.10	Status: the non-conformance No 2019.03 with minor category
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4.7

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

4.7.1

There is no revision over occupational health and safety policy in PT DSN. The policy has been implemented based on the applicable regulation. Field visit and interview in mill and estate revealed that the company has had the occupational health and safety programs as follows Socialization with personnel, Granting and utilization of PPE in estate and mill based on risk analysis and Periodic medical examination, particularly for high risk personnel. The management unit has had procedure in term of OHS such as SOP of OHS, SOP of regular medical checkup, etc. furthermore, the estate and mill management unit has had work program in term of OHS.

Interview result with workers during field observation obtained information if the worker are aware and understand about safety policy. Based on field visit during the audit the company has been shown the evidence if the policy about safety has been implemented, for example:

- The installation of occupational health and safety signs. For instance in main emplacement there was signboard that indicates the mandatory utilization of PPE, and to maintain safety and environment.
- Occupational health and safety training.
- Development of risk identification document
- Compliance on occupational health and safety tools
- Guiding committee on occupational health and safety meeting to ensure occupational health and safety management is continuously being improved and updated

4.7.2

The management unit has had document of risk analysis for OHS program. The document is composed to conduct identification and analysis of dangers potential that is probably happened at workplace and the recommendation to reduce the potential of work accident. According to the result of document review and field visit to mill and estate, the management unit has socialized the risk analysis document to all workers. Based on interview with the employees in LK1, LK2 and LK3 Estate, obtained information that the employee has known the potential of dangers that could occurred at workplace. During field observation found one FFB loader (Contractor worker) didn't use a PPE, documents verifications and interview with managements obtained information if currently the company has been controlling the use of PPE for the contractor through inspection and monitoring to increase employee awareness and discipline regarding the use of PPE. Related this matter the company should continue to perform disciplinary monitoring and evaluation of the use of personal protective equipment for Contractor's employees (OFI)

4.7.3

Result of field observation in Mill and Estate and interviews with personnel's, it is known that the management unit has provided PPE and have been given training in safe work practices. This was evidence that the personnel's have

understood their duties and responsibilities and also can demonstrate how to work correctly and appropriately in accordance with the procedures. Furthermore based on field visit in estate and mill and interview with personnel, it is known that the management unit has provided PPE for personnel. For instance, for example the sprayer using personal protective equipment in accordance with specified hazard identification and risk analysis. In addition, employees are also informed about the steps of secure work in each morning briefing before start working. In addition, interview with spraying personnel in Division LK1 estate and LK2 estate revealed that company would substitute or replace the PPE if there is a damage or broken on the old one.

4.7.4

The management unit has guiding committee for occupational health and safety organization and personnel in charge on implementing the occupational health and safety program. Guiding Committee of Occupational Safety & Health Board has drafted an OHS working program and evaluates the implementation of OHS program in the field. In order to ensure that the OHS program has been implemented effectively, the board of Guiding Committee of Occupational Safety & Health performs a monthly meeting with workers. The interview result with Manpower and Transmigration Agency in Kutai Timur Regency revealed that the management unit has submitted the guiding committee for occupational health and safety's periodic report every 3 months. The guiding committee for occupational health and safety report covers the entire occupational health and safety activity within company's operation activity.

4.7.5

Certificate Holder has a procedure for emergency response, for example Procedure of First Aid, Procedure of Handling Accidents and Work Diseases and Procedure of Emergency Preparedness. Based on field observation to POM 3, it was found that Hydrant, fire extinguisher, first aid box were properly monitored and maintained. Moreover, hydrant was satisfactory works during simulation. Based on field visit, company has pointed the evacuation path and concentration point in order to smooth the evacuation process in emergency situation. The evacuation path is available in office and mill and has been completed with map and other *signboards*. At the time of the field visits it is known that in the mill, warehouse, workshop and division offices have supplied First Aid box which monitored regularly. As for the operational activities in the field, supervisors was carrying first aid kits during his work in the field, and mill was also equipped with first aid kits. Based on interview with supervisor, it is known that he understood the first aid mechanism in case of emergency.

4.7.6

The management unit provided accident insurance for personnel based on the applicable regulation. The insurance such as manpower insurance is paid monthly to national social insurance for manpower/ BPJS. Meanwhile, for medical insurance, the company has registered its entire personnel in manpower medical insurance/ BPJS. Based on interview with some personnel, it is known that the entire personnel have been registered in manpower medical insurance/ BPJS. Moreover, Based on interview and documents verifications with contractor workers revealed that contractor's personnel has been registered in manpower insurance/ BPJS.

4.7.7

Certificate Holder is consistently conducting monitoring over work accident, which reports the complete information about accident, such as the month of the accident, number of case, the accident's location, type of accidents, the impact, working hour losses, the accident cause, follow up action and result. Monitoring of work accidents performed every month and reported to the relevant agencies in conjunction with regular reports of Guiding Committee of Occupational Safety & Health.

For accidents occurring, the company has conducted an accident investigation, and actions taken to prevent the occurrence of accidents recur. The investigation is contained in the Accident Investigation & Evaluation document describing the victim's data, the time of the incident, the chronology of the accident, the injured part, the investigation of the hazardous actions & conditions and suggestions for improvement.

Status: Comply

4.8

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

4.8.1 & 4.8.2

Company has established a training program that is based on the identification of the training needs of workers to improve competence. The training program period in 2019 consist of technical training, training concerning OHS and environmental health, simulation and socialization associated with sustainability, for example:

- How to Care for Children (January)
- Water Treatment (July)
- Leaf Sampling Training (October)
- Warehouse Administration (January, May & October)
- Personnel Administration (June)
- Advance Engine (June)
- Basics of Estate Engineering Work (January & April)
- OHS and Environment (January to December)
- Leadership & Supervisory Training (July)
- POM Maintenance (May & October)
- Production Management (June)
- Negotiation Skill & Mediation for CSR (June)
- Basic First Aid (October)
- Handling of Hazardous Waste (July)
- Pesticide Training (September)
- Conservation Training (August)
- Factory Waste Management Process (October)
- Risk Management (June)
- RSPO Traceability (August)

Training records for each worker are kept and recorded in the attendance list during the training. Examples of training program realizations :

- Employment Law Training & Employment Agreement On July 11, 2017 attended by 42 employees.
- Warehouse Administration Training on October 23, 2018 attended by 12 employees.
- Pesticide training on August 21, 2018 attended by 114 employees.
- Wildlife Mitigation Training on November 1, 2018 attended by 56 employees
- Environmental K3 Training (Phase I) on January 4, 2018 attended by 7 employees.
- Basic First Aid training on May 5, 2018 attended by 12 employees.
- OHS and Environmental Training (Wave II) on January 23, 2018 attended 18 employees.

Based on interview with workers such as harvester, Manuring workers and spraying workers known that workers has been given training by company related their job describtion. Documents verification, interview with managements and contractor worker obtained information if every training that conducted for worker also involving contractor workers

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

Until Re-Cert, there is no scope changes related to mill capacity, new plantings, or replanting on PT DIN and POM 3 areas. Organization has conduct Environmental impact assessment for mill and estate, listed on follwoing details:

- PT. Dharma Satya Nusantara (POM 3): Recommendation Letter from Environment Agency of Kutai Timur Regency No. 660/649/3-BLH / VIII / 2010 dated August 6, 2010 for 60 mt FFB/hour mill capacity
- PT. DIN: Approval Letter of EIA documents, Environmental Management and Environmental Monitoring Plan of plantation and Palm Oil Processing Mill PT. DIN in Kalimantan Timur from the Minister of Forestry and Plantation No.136 / Menhut-II / 2000 dated December 22, 2000. The scope of this document is the oil palm estates covering an area of + 10,000 hectares and a capacity of 60 ton FFB / hour.

These documents explained the impact that probably caused by the company's operations such as construction of roads, infrastructure development, processing mills development, land preparation, crop management, oil palm planting, development of conservation areas, etc. EIA documents also discribes environmental management and monitoring plan

that should be done by the company.

5.1.2

Until Re-Cert, there is no scope changes related to mill capacity, new plantings, or replanting on PT DIN and POM 3 areas. Implementation of environmental monitoring and management plan are documented on periodical report of environmental monitoring and management implementation report (UKL-UPL) for POM 3 and environmental monitoring and management plan (RKL-RPL) report for PT DIN. Company are consistently done the environmental management and monitoring as outlined in the Report of the Environmental Management and Monitoring per semester regularly

5.1.3

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

Evaluation for environmental monitoring / management plans have been developed on January 2019 and as the feedback of review, company has included landfires monitoring, land applications, and toxic/hazardous waste monitoring parameters since 1st semester 2019 monitoring report.

Status: Comply

5.2

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

5.2.1

The Company has been conducted HCV assessment for the entire area of operations which done by the RSPO Approve Assessor on 2012. The process of HCV identification conducted by using HCV identification guides in Indonesia on June 2008 and involving local stakeholders by stakeholder consultation on 2011. These identifications indicates there is HCV 1.2, 1.3, 3, 4.1, 5 presence on PT DIN covered for 646 ha areas. All of indicates HCV areas was mapped by 1:50000 scale and this HCV identifications covered all estates/mill operational areas including surrounding landscape and RTE species presence.

5.2.2 & 5.2.3

Company established HCV management plan to maintain the HCV areas in operation area of PT DIN, listed on Management plan HCV 2019 documents. HCV management activities that taken by the management unit are maintain HCV attributes (HCV boundary, sign board), HCV socialization (community and worker), maintain HCV area, regular patrols for maintain HCV security, species monitoring, enrichment in riparian.

Field visits on Bleu riparian block H44 LK3 found that companies have marked buffer zone, perform revegetation with vetivergrass, and HCV signboard placement. During field visit also found riparian condition were managed well and there is no chemical activity indications on those riparian that become sampling audit.

Policy related to HCV and RTE species also develop by company and listed on SOP-AGR-052-R00 related Species protections and Memorandum No 0028/SHE/XII/2011 related RTE protections . Based on field visit on worker housing on LK1, LK2 found there is no RTE species reared by workers, and RTE/HCV socialization for workers have been conducted on July 2018

5.2.4

Company have established HCV management plan, and implemented it well. Regularly patrols record shown company has been monitored illegal hunting, and other illegal activities. All of records for daily patrols on each estate are available and verified by auditors. For example patrols summary results on Dec 2018 for Conservation area 5 LK1 found *elang tikus, kucing kampung, tupai, monyet ekor panjang* , meanwhile wild species trap is not presence. The result of monitoring also reported to government institution every six month. As the results of 2018 HCV management and monitoring output, company has plan feed back into the management plan 2019 i.e conduct water quality testing for Kenden besar, Sung, and Bleu river every year for maintain surface water quality.

5.2.5

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

Status: Comply

5.3

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

5.3.1

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

5.3.2 & 5.3.3

Ex chemicals and their containers including hazardous waste are disposed responsibly based on procedure IK-AGR-SHE-09-R02. Inventory for all chemicals usage and its containers are available on chemicals storehouse / temporary hazardous storage. All ex chemicals containers kept on temporary hazardous storage at LK1, LK2, LK3 estate and POM 3 mill and the company has a permit for hazardous and toxic waste storage issued by decree of Kutai Timur regent No 660/K.544/2016 for estate and decree No 660/K.135/2018 for POM 3.

Document review shown that company has sent all toxic and hazardous waste to PT Sumber Rezeki Abadi Jaya (licensed collector by decree of national environmental minister) on November 2018 (manifest are available and checked by auditors). Observation during audits at temporary hazardous & toxic waste storage shown that all of hazardous waste are compliant with the periods in permit (< 180 days).

Based on document review and field observation found that Company shown proper management ways for Ex chemical containers, medical waste, and other hazardous / non hazardous waste disposal, based on procedures and based on waste management plan 2018. Field observation on LK1 & LK2 housing for example found that companies managed settlements/housing domestic waste by provide landfill on each afdeling and sort the organic/an-organic waste.

Status: Comply

5.4

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

5.4.1

Company have implemented reducing fossil fuel plan by renewable energy usage. Shell and fiber usage have been monitored per month and realization of fossil fuel usage during Dec 2018 are 22396 litre. During Jan - Dec 2018, fiber and shell usage for boiler resulting average energy efficiency for diesel fuel are 2.70 litre/mt CPO, for electricity are 61.01 kWh/mt CPO.

Status: Comply

5.5

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

5.5.1 & 5.5.2

During initial assessment until Re-Certification, company do not conduct any new development and replanting activities. Zero burning policy has been developed and listed on DSN Group Sustainability policy and also listed on procedures land clearing IK-AGR-OLP-01-R02

Status: Comply

5.6

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

5.6.1 & 5.6.2.

Company has identified pollutions and emissions sources of POM 3, such as CO₂ (boiler, generator, transportation), CH₄ (POME), hazardous waste (WTP, chemical storage), noise (machinery). The sources of pollution and emissions for estate are listed on the identification documents and management plans for pollution sources for the period 2018, such as: emissions (CO₂, CO), noise, chemical waste, organic and inorganic waste and infectious waste.

Fossil fuel reducing on POM 3 palm oil mill have been implemented by fiber/shell usage for boiler. POM Waste water has been monitored every months and monitoring periods January-Dec 2018 shown that all of waste water testing parameters is compliant to the standards quality

5.6.3

Calculation of GHG and its monitoring has conducted by EHS department. GHG emission calculated using RSPO palm GHG calculator v 3.0.1. Summary of GHG emission for POM 3 and its supply base are listed as follows :

Summary of Net GHG Emissions year 2018

Emissions / product	tCO ₂ e/t Product	Ext	%	Prod	ton/year
CPO	0.91	OER	23.56	FFB Processed	297159.20
PK	0.91	KER	3.96	CPO Produced	70023.58

244469.46

Land use

Land Use	ha
OP planted area	20879.76
OP Planted on peat	0
Conservation	1136

Notes : conservation areas area are included non-forested riparian (planted areas) on other supply base such as Jabdan 1, Jabdan 2, and Kemitraan.

Summary of Field Emissions and Sinks

	Own Crop			3 rd Party	
	tCO ₂ e	tCO ₂ e/ha	tCO ₂ e/ t FFB	tCO ₂ e	tCO ₂ e/ha
Land conversion	42065.5	7.62	0.25	6.44	0.22
*CO ₂ emissions from fertilizer	9313.21	1.63	0.05	1.58	0.05
**N ₂ O emissions	7709.10	1.23	0.04	0.97	0.03
Fuel consumption	1347.42	0.23	0.01	0.23	0.01
Peat Oxidation	0	0	0	0	0
Crop sequestration	-53441.44	-9.36	-0.31	-9.36	-0.32
Conservation Sequestration	0	0	0	0	0
Total	6994.78	1.34	0.04	-0.15	-0.01

Summary of Mill Emissions and Credits

	tCO ₂ e	tCO ₂ e/tFFB
Emissions		
POME	58264.64	0.2
Fuel consumption	699.33	0
Grid Electricity Utilisation	0	0

Export of Grid Electricity	0	0
Sales of POM	0	0
Sales of EFB	0	0
Total	58963.97	0.2

Palm oil Mill Effluent (POME) Treatment

Divert to compost	0.00 %
Divert to anaerobic digestion	100.00 %

POME Diverted to Anaerobic Digestion:

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

Based on document review for examples: pesticides usages monitoring, diesel fuel monitoring, HCV identification and etc. found that accurate data has been put into the RSPO palm GHG Calculator. Meanwhile this GHG calculation using options No 1 (apply full version).

GHG calculation on 2018 (0.91 tCO₂e/t Product) shown net emission of GHG are decreasing compared to 2017 net GHG (1 tCO₂e/t Product), this indicates company has implemented well plan to reduce emission.

Status: Comply

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

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

6.1.1, 6.1.2

The Certificate Holder has conducted SIA assessment in 2011 by Daemeter Consulting, compiled based on the aspirations of the community through in depth interviews and Focus Discussion Group, villages sampled namely Deabeq Village, Village of Nehas Liang Bing, Village of Beanheas, Village of Diak lay, Village of Miau Bau and Muara Wahau Village. Records of participatory in the form of attendance list, has been involve the community around, for example: Muara Wahau SP2 as many as 18 people.

6.1.3, 6.1.4, 6.1.5

The impact identified in SIA has been managed and monitored through SIA Management and Monitoring Plan. The plan describes monitoring indicator, monitoring method, PIC and frequency. Compiled based on the results of reviews of management plan on January 2018, which conducted in a participatory manner. In the SIA Management and Monitoring Plan, there are 12 social impacts to be monitored during 2018/2019 including the impacts to smallholder's scheme. No negative issues raised during interviews with communities surround the plantation such as interviews with community leaders, women's communities, local contractors, and Village Official of Muara Wahau.

Status: Comply

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

6.2.1 & 6.2.3

Communication and consultation procedures are explained in the Employee Complaints Handling SOP procedure (No.:SOP-AGR-054-R02) which released on July 3, 2017. The procedure inform about, among others:

- Every Reporting Identity is maintained and kept confidential.

- Complaints regarding employee complaints can be submitted through the HCO Dept. Head (No. Mobile: 087875971601).
- Responses to complaints must be submitted immediately, i.e. no later than 4 working days after the complaint report is received by the parties concerned.
- The time of completion is pursued as quickly as possible, but also depends on the complaints / problems presented. If the problem / complaint cannot be resolved, then it can be submitted to the local Manpower Office to request settlement assistance.

A list of stakeholders per Jan 2019 can be shown for the DSN Group, informing the name, position, address and contact number. Socialization and communication done routinely to the stakeholder, as confirmed during the public consultation to community leader, women's communities, local contractors, and village officials. Record of communication has been verified in Communication Log Book, covering the incoming letter and responses from management, as well as minutes meeting of regular meeting.

6.2.2

The company has appointed a special officer who manages social issues at PT. DIN, namely under the Corporate Social Responsibilities & Environment Division with the following structures and personnel:

Officers at the Head Office (Head Office)

- CSR Director
- CSR Planning and review

Officer at the Site (Muara Wahau) PT. DIN

- CSR Operation Area 1 Head
- Relation & Partnership
- Com. Development & Entrepreneurship
- Monitoring & Office management
- Community infrastructure:

There's clear Job Description for each position on Corporate Social Responsibilities & Environment Division.

Status: Comply

6.3

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

6.3.1

Certification unit has a system of communication and consultation document No. 0215B / SWA-CSR-WHU / VI in 2012, describes and regulates the procedures for the company and its stakeholders in communication and consultation, prepared in a participatory way on June 7, 2012. In section 3 is described a mechanism to reporting on violations that want to keep private (whistle blowing and anonymity) which states that every occurrence of acts of violation and other unethical actions can be reported confidentially to the good intention for the sake of the company and stakeholders. Not specifically written in the SOP, but based on interviews with CSR staff, stated that any grievance / complaints related to RSPO implementation may also be submitted through the RSPO complain mechanism.

6.3.2

There were no internal and external disputes during the 2018 period. Cross-checking had been carried out through interviews with PT DIN SPs and gender committees, interviews with employees during field observations and interviews with the sampled communities.

There are some of the complaints contained in the Employee Complaint Handling Results form (FM-MS-60-R00):

- Request for repair of clogged trenches from employee on March 13, 2018 (responded by the company on March 13, 2018).
- Request for repair of cracked barracks from employee on September 6, 2018 (the company has responded on September 16, 2018).

Based on interview with worker union, gender committee, local contractor that all affected parties has been accept about company complaints/grievances system

In addition, based on the results of public consultations with related agencies (Department of Plantations, Labor Agency and Environmental Agency) also found no information regarding complaints from parties around the company.

Status: Comply

6.4

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

6.4.1; 6.4.2; 6.4.3

The Certificate Holder's land is not obtained from land acquisition from individual rights, customary rights, or traditional rights. In the Decree of the HGU, it was explained that the entire area of PT DIN originated from the forest area which was released through Decree of Forestry Ministry (No. 130/Menhut-II/2005 dated 23 May 2005) for an area of 10,125 ha. There is no information that the land acquisition were from legal compensation from the community. As well as in SIA and HCV document and stakeholders consultation stated that there is no customary rights and traditional rights within Certificate Holder's area. Based on consultation with Village Head of Muara Wahau, known that the Certificate Holder's land is not obtained from land acquisition of individual rights, customary rights, or traditional rights.

Based on management interviews, it is known that the Certificate Holder has no plans to expand the land by legal compensation from community. However, the Certificate Holder has procedures related to land identification, acquisition, negotiation and compensation that is SOP of Land Acquisition (No. SOP-AGR-071-R02 dated 1 August 2017), and SOP Land Compensation (No. SOP-AGR-058-R02 dated 2 June 2018). Those procedures stated that the land acquisition conducted FPIC manner, and followed by conducting HCV, EIA and SIA assessments.

Status: Comply

6.5

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

6.5.1

Company showed appointment letter of permanent daily worker, such as:

- Letter No.:0044/DIN/OS-HC/SK/WHU/XII/2018) dated December 2, 2018
- Letter No.:0074/DIN/OS-HC/SK/WHU/II/2019) dated January 16, 2019
-

The letter explain that wages payment is in accordance with available regulation (based on Kalimantan Timur Governor Decree No. 086/DIR/XII/2018 about minimum wage of plantation sector for Kutai Timur District). The minimum wage is Rp 2.893.850

There are couple of workers type in the company, here's the list:

- PTB (*Pekerja Tetap Bulanan*) : Monthly Permanent Worker
- PTH (*Pekerja tetap Harian*) : Daily Permanent Worker
- PKWT (*Pekerja harian Waktu Tertentu*) : Contract Worker

The company also has policies related to the wage scale in the Directors' Decree (No.040/DIR/IX/2013) concerning the Wages (Payroll) Component Structure of PT Dharma Satya Nusantara and its Subsidiaries. The decree is effective from September 1, 2013. For the 2018 wage scale that has referred to the Sectorial Minimum Wage of Kutai Timur Regency in 2018 are as follows:

- The lowest group with a work period of 1 year (Group 1A with 1 year work period) has a monthly wage of Rp 2,678,150 (excluding fixed allowances)
- The highest group with a 30-year working period (Group 3F with 30 years work period) has a monthly wage of Rp 4,171,310 (excluding fixed allowances)

The company also had the latest salary list documents for employees such as the December 2018 payroll for each units

(LK1, LK2, LK3 and POM3). The salary list describes the income which consists of basic salary, premiums, overtime, allowances, harvesting premiums. Pieces consist of Social Security, PPh21, debt, etc. The results of interviews with workers in company operation area and contractor known that the wages of workers have been in accordance with the prevailing minimum wage.

6.5.2

Company has company regulation period of 2017 – 2019. This regulation has conformed to the applicable manpower regulation in Indonesia and has been written in Indonesian Language. It explains about company and workers duty and rights, including the Retirement Age. It explained that the workers who will be retired, will receive their rights in accordance with the provisions of applicable law.

Based on interview with labor union and management, Collective Labour Agreement has been explained to the workers. The workers (spraying team, harvester, office workers, operators) also know about their rights and obligations, such as equality rights or health rights.

Based on interview with harvester obtained information f wage calculation based on harvesting quota, harvesting area and work hours (7 hours a day). For example when low crop season and the workers not obtained the harvesting quota that determined, the workers should finished the harvesting area or work for 7 (seven) hours a day. Meanwhile interview with harvester its known in common day they can obtain harvesting quota after 5 (five hours) and if there is a excess from quota they get the incentive. Based on that's explanation team auditor considers there is no violating to the wage regulations and force to work. For Mill workers the shift system applies and if there is any excess of working hours than it should be, then the calculation of overtime pay refers to Decree of the Minister of Manpower No.102 of 2004 Article 11.

6.5.3 & 6.5.4

Based on field observation in LK1 Estate, LK2 Estate and LK3 Estate, it is known that the company has been providing housing facilities, lighting, water, daycare, cooperatives, worship place, school buses, and clinics. Moreover, there are some kiosk in housing complex. Personnel can get the staple food with reasonable price. The Company also provides rice support to all permanent worker.

Status: Comply

6.6

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

6.6.1 & 6.6.2

Based on the results of the document review, the company has policies related to freedom of association in the Company Policies Period 2017-2019, especially in clause 4 (g) which explain that workers have the right to establish trade unions, become members / leaders of trade unions in accordance with applicable government regulations. In addition, there is also a memorandum Number 0014 / HCO // M / III / 2016 dated March 14, 2016 concerning the Implementation of Industrial Relations & Association. The Memorandum explains that workers are free, open, independent, democratic, and responsible for establishing Workers' Unions, becoming members / leaders of trade unions in accordance with applicable government regulations.

The company also has had Worker Union of PT DIN which has been registered with the Manpower and Transmigration Agency of Kutai Timur District on March 7, 2017 with no. Registration 08/02/SP-SB/Disnakertrans-HIJ/III/2017.

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

One of the meeting documents record shown by the company was the meeting of PT DIN Workers Union with workers, employees and management on June 5, 2018 which was also attended by company representatives (estate manager and field assistant). The meeting discussed related employment & Health Payments and Making E-KTP (Id Card) for those who have not.

Status: Comply

6.7

Children are not employed or exploited.

6.7.1

The minimum age for new worker recruitment is 18 years old, it is based on company policy. Based on document review and field observation, there are no workers under 18 years old. Based on public consultation with Manpower Agency of Kutai Timur Regency and field observation, there is no issue regarding child labor. Based on interview with worker in estate and mill, they know the minimum age to work in the company. Based on field observation in estate, auditors did not sighted any harvester accompanied by their wife or children. Moreover, interview with personnel revealed that there are no personnel under 18 years old and personnel understand the minimum age for recruitment in company.

Status: Comply

6.8

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

6.8.1, 6.8.2 & 6.8.3

The company has policies related to non-discrimination and equal opportunities in the Internal Memorandum (No.:0017/HCO/IM/III/2016) concerning the Declaration of Human Rights Recognition established by Human Capital Group Head on March 14, 2016. In the memorandum explain, among others:

- The company will wholeheartedly uphold Human Rights all employees who work at the Company.
- The company treats employees in accordance with the principle of equality and will not carry out acts of discrimination or do any direct or indirect restrictions, harassment or isolation that are based on differentiating humans or religious principles, ethnicity, race, ethnicity, group, class, social status, economic status , genitalia, language, political beliefs.
- The company does not discriminate in employee recruitment. And provide jobs for all employees in accordance with their fields of expertise and without a system of forced labor.
- Every employee who works in a company is recognized as a personal human being who has the freedom to have religion, think, think and use his conscience in accordance with the dignity of his humanity based on company regulations and applicable laws

The results of interviews with workers, worker unions, gender committees, cooperative managers are known that in the recruitment process there are several requirements that must be met, such as identity cards, CVs, family cards, health examination results etc. In addition, workers are also given training related to their job description to improve the skills / expertise of workers. So that workers who are appointed or recruited already have the expertise / ability in accordance with the job description.

Based on interview with women worker in LK1, LK2 and LK3, it is known that there is no issue regarding discrimination. The workers that has been interviewed is came from various social origin, race, and religion. Local community also get the same opportunity to work in company.

Status: Comply

6.9

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

6.9.1

The company has a Sexual Prevention and Violence Against Women SOP (No.: SOP-AGR-049-R01) which was passed on November 1, 2013. The procedure explains, among others:

- All Cases of sexual abuse will be handled directly by PGS / Estate or Mill head.
- All parties are asked to prevent sexual harassment and violence by not behaving and appearing that invites acts of harassment and violence, as well as dare to admonish / say rejection as early as possible for attempts / attempted harassment or violence.
- Reports or complaints of sexual harassment / violence are guaranteed confidentiality by the company.
- Decision on the settlement of the action by HCI Dept. head in the form of giving sanctions to the perpetrator or an agreement that can be accepted by both parties.

The policy has been socialized to the worker in each unit through Gender Committee. Gender committee function is to handle the protection of female workers rights. Based on interview with gender committee of PT DIN, company provided

daycare for all workers' children and also give maternity and menstrual leave for female workers.

6.9.2

Reproductive rights are regulated in the Memorandum (No.: 0011 / HCO / M / III / 2016) concerning Pregnant and Breastfeeding Women Workers determined on March 14, 2016. In the memorandum, explain:

- Female workers who feel that they have signs / symptoms of pregnancy must go to the nearest location clinic. The doctor / paramedic will issue a pregnancy certificate for female workers who have been diagnosed positively pregnant.
- Female workers who are breastfeeding must periodically check to the nearest clinic and ensure breastfeeding status until the 9 month old baby.
- Pregnant and breastfeeding women are prohibited from working on chemicals-related work.
- The company provides a breastfeeding place for female workers who breastfeed their babies.
- Female workers are not required to work if they are sick on the first and second day of the day so that they cannot do work with fixed wages paid in full

Based on interview with female worker in child day care, it is known that they understand the policy. Also, interview with committee of Gender Committee in estate and mill, it is known that there is no issue or complaint related to reproductive on the workplace.

6.9.3

The company also has procedure for handling the complaint Communication and consultation procedures are explained in the Employee Complaints Handling SOP procedure (No.:SOP-AGR-054-R02) which released on July 3, 2017. The procedure inform about, among others:

- Every Reporting Identity is maintained and kept confidential
- Complaints regarding employee complaints can be submitted through the HCO Dept. Head (No. Mobile: 0878759716**).
- Responses to complaints must be submitted immediately, i.e. no later than 4 working days after the complaint report is received by the parties concerned.
- The time of completion is pursued as quickly as possible, but also depends on the complaints / problems presented. If the problem / complaint cannot be resolved, then it can be submitted to the local Manpower Office to request settlement assistance.

Based on interview with worker in estate and mill, they all know the mechanism to make a complaint.

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 Certificate Holder has a plasma (scheme smallholder) of the Serba Usaha Harapan Baru Cooperative, as well as cooperating with many local contractors / businesses. 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 as well as local contractors, it is known that the work agreement has explained the pricing of each work unit. 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 Serba Usaha Harapan Baru 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

The Certificate Holder shown evidences of contribution to local sustainable development, through develop oil palm scheme smallholder, acceptance of local workers, contractors and local businesses, as well as other contributions contained in CSR programs that are prepared in a participatory manner with the community. Other than that, all operational vehicles are rent from surrounding communities.

Based on interviews with the Village Official of Muara Wahau, Head of Plasma Cooperative, and local contractors, it was known that the smallholder scheme was managed in full managed system by Certificate Holder. The resources provided by the Certificate Holder to plasma include land clearing, provision of certified seeds, management services, provision of production input facilities, as credit avalists, and so on. Regarding CSR, program preparation is carried out in a participatory manner in consultation with Village Officials. The CSR program has covers aspects of economic empowerment, education, religion, social, culture, and so on. The Certificate Holder also collaborates with village business entities (BUMDES) to maintain the HCV area.

Status: Comply

6.12

No forms of forced or trafficked labour are used.

6.12.1; 6.12.2; 6.12.3

Based on document review, field observation, and interview with workers and stakeholders revealed that there is no migrant worker, forced labor, and illegal worker. Also, there is no contract substitution in the company. Each worker have appointment decree letter as daily or monthly permanent worker. Identity document of each worker is kept in unit office and if they want to access their document, they have to communicate it with their supervisor.

Based on document review, field observation, and interview with workers and stakeholders, auditors did not see any harvester accompanied by their wife or children and any indication of force labour. There is no threat against family members.

Status: Comply

6.13

Growers and millers respect human rights

The company has policies related to non-discrimination and equal opportunities in the Internal Memorandum (No.:0017/HCO/IM/III/2016) concerning the Declaration of Human Rights Recognition established by Human Capital Group Head on March 14, 2016. In the memorandum explain, among others:

- The company will wholeheartedly uphold the Human Rights of all employees who work at the Company.
- The company treats employees in accordance with the principle of equality and will not carry out acts of discrimination or do any direct or indirect limitation, harassment or isolation based on differentiating humans or religious principles, ethnicity, race, ethnicity, group, class, social status, status economy, genitalia, language, political beliefs.
- The company does not discriminate in employee recruitment. And provide jobs for all employees in accordance with their fields of expertise and without a system of forced labor.
- Every employee who works in a company is recognized as a personal human being who has the freedom of religion, thought, opinion and uses his conscience in accordance with the dignity of his humanity based on company regulations and applicable laws.

Based on interview with local contractor, worker union and committee gender, it is known that they already understand about the policy. Interview with worker in estate and mill informed that there is no complaint related to violation of human rights.

Status: Comply

PRINCIPLE #7 Responsible development of new plantings

7.1

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

7.1.1, 7.1.2, 7.1.3

The Certificate Holder has conducted SIA assessment in 2011 by Daemeter Consulting, compiled based on the aspirations of the community through in depth interviews and Focus Discussion Group, villages sampled namely Deabeq Village, Village of Nehas Liang Bing, Village of Beanheas, Village of Diak lay, Village of Miau Bau and Muara Wahau Village. Records of participatory in the form of attendance list, has been involve the community around, for example: Muara Wahau SP2 as many as 18 people.

The impact identified in SIA has been managed and monitored through SIA Management and Monitoring Plan. The plan describes monitoring indicator, monitoring method, PIC and frequency. Compiled based on the results of reviews of management plan on January 2018, which conducted in a participatory manner. There are 12 social impacts to be monitored during 2017/2018 including the impacts to smallholder's scheme. No negative issues raised during interviews with communities surround the plantation such as interviews with community leaders, women's communities, local contractors, and Village Official of Muara Wahau.

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

Based on Area Statement known that the planting began in 2005 to 2008. There are no new planting activities since Stage -2. Map suitability of land or land surveying and topographical information into consideration in the planning of drainage, irrigation systems, roads and other infrastructure as a reference for determining the suitability of the long-term operational plantations.

Status: Comply

7.3

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

7.3.1 & 7.3.2

There is land clearing after the Nov 2005 conducted without prior identification of HCV and the company has reported Liability disclosure to the RSPO Secretariat on April 23, 2015 for RaCP process.

Based on the results of Land Use Change Analysis (LUCA) of PT DIN known that that there are no land clearing on areas with a coefficient of 1, 0.7 and 0.4 after November 2005. All land clearing by PT DIN is in an area with a coefficient of 0 covering 6,115.47 Ha (Nov 2005 - Nov 2007) and 1,426.48 Ha (Des 2007 - Des 2009).

Based on an email from RSPO compensation panel on February 12 2016 found that LUCA of PT DIN have been reviewed and passed / approved and organization has no need to process RaCP due to zero liability.

7.3.3

The date of start of land clearing is recorded by each estate and listed on land clearing data activities. First initial planting in PT DIN was conducted on January 2005 in Block F6 and F7.

7.3.4 & 7.3.5

Certification unit has been conducted HCV assessment on 2011, the company has shown evidence of community engagement to identify HCV areas. Current HCV management plan and monitoring plan has been described on indicator 5.2.

Status: Comply

7.4

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

7.4.1 & 7.4.2

Based on Area Statement known that the planting began in 2005 to 2008. There are no new planting activities since ASA 4. Certificate Holder has soil maps that showing soils types which are generally of types *Kanhapludults*, *Kandiudults* and *Udfluvents*. There are no widespread fragile or marginal soils in operational area, soils types are primarily *alluvial* with good drainage and no peat soils.

Status: Comply

7.5	
No new plantings are established on local peoples' land without their free, prior and informed consent, dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.	
7.5.1	
<p>In the Decree of the HGU, it was explained that the entire area of PT DIN originated from the forest area which was released through Decree of Forestry Ministry No. 130/Menhut-II/2005 dated 23 May 2005 for an area of 10,125 ha. There is no information that the land acquisition were from legal compensation from the community. As well as in SIA and HCV document stated that there is no customary rights as well as traditional rights within Certificate Holder's area.</p> <p>Based on management interviews, it is known that the Certificate Holder has no plans to expand the land by legal compensation from community. However, the Certificate Holder has procedures related to land identification, acquisition, and compensation in FPIC manner, that is SOP of Land Acquisition (No. SOP-AGR-071-R02 dated 1 August 2017), and SOP Land Compensation (No. SOP-AGR-058-R02 dated 2 June 2018).</p>	
	Status: Comply
7.6	
Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.	
7.6.1, 7.6.4, 7.6.5, 7.6.6	
<p>The Certificate Holder's land is not obtained from land acquisition from individual rights, customary rights, or traditional rights. In the Decree of the HGU, it was explained that the entire area of PT DIN originated from the forest area which was released through Decree of Forestry Ministry (No. 130/Menhut-II/2005 dated 23 May 2005) for an area of 10,125 ha. There is no information that the land acquisition were from legal compensation from the community. As well as in SIA and HCV document and stakeholders consultation stated that there is no customary rights and traditional rights within Certificate Holder's area.</p> <p>Based on management interviews, it is known that the Certificate Holder has no plans to expand the land by legal compensation from community. However, the Certificate Holder has procedures related to land identification, acquisition, negotiation and compensation that is SOP of Land Acquisition (No. SOP-AGR-071-R02 dated 1 August 2017), and SOP Land Compensation (No. SOP-AGR-058-R02 dated 2 June 2018). Those procedures stated that the land acquisition conducted FPIC manner, and followed by conducting HCV, EIA and SIA assessments.</p>	
	Status: Comply
7.7	
Use of fire in the preparation of new plantings is avoided other than in specific situations, as identified in the ASEAN guidelines or other regional best practice.	
7.7.1 7.7.2	
<p>Based on Area Statement known that the planting began in period 2005 - 2008. There are no new planting activities since ASA 4 to RECert. Zero burning policy has been developed and listed on DSN Grup Sustainability policy and also listed on procedures land clearing IK-AGR-OLP-01-R02.</p>	
	Status: Comply
7.8	
New plantation developments are designed to minimise net greenhouse gas emissions.	
7.8.1 & 7.8.2	
<p>Document review, field visit, and stakeholder consultation found company did not conduct any new development since January 2015</p>	
	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.	

Social

The Certificate Holder shown evidences of contribution to local sustainable development, through develop oil palm scheme smallholder, acceptance of local workers, contractors and local businesses, as well as other contributions contained in CSR programs that are prepared in a participatory manner with the community. Other than that, all operational vehicles are rent from surrounding communities.

RSPO Internal Audit

One of the efforts to monitor the consistency of implementation of sustainability palm oil is to conduct an annual RSPO internal audit for Estate and Mill units. the last internal audit was carried out in the period of June 2018. All nonconformity has been followed up and fulfilled by each management unit.

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

3.2.1. General chain of custody requirements for the supply chain

Clause	Requirement																				
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>POM 3 take legal ownership for all FFB within its scope, as well all physically handling. Verification has been done by auditor since FFB transport from Estate to Mill, and CPO/PK transport from storage to storage transit.</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>The organization did not buying CSPO/CSPK from RSPO licensed traders. The selling of certified product has been done by the mill itself.</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>POM 3 already registered indicated by data below from the RSPO IT Platform :</p>																				
	<p>License</p> <table border="0"> <tr> <td>Sub License ID</td> <td>CB63991</td> </tr> <tr> <td>Member Name</td> <td>PT Dharma Satya Nusantara (POM3)</td> </tr> <tr> <td>Member ID</td> <td>RSPO_PO1000000950</td> </tr> <tr> <td>RSPO Membership Number</td> <td>1-0135-12-000-00 (PT DHARMA SATYA NUSANTARA)</td> </tr> <tr> <td>Issued On</td> <td>22/02/2018</td> </tr> <tr> <td>Issued By</td> <td>PT Mutuagung Lestari</td> </tr> <tr> <td>Start Date</td> <td>25-03-2018</td> </tr> <tr> <td>End Date</td> <td>24-06-2019</td> </tr> <tr> <td>Group size</td> <td>0</td> </tr> <tr> <td>Total Certified Area (Ha)</td> <td>9,811.849</td> </tr> </table>	Sub License ID	CB63991	Member Name	PT Dharma Satya Nusantara (POM3)	Member ID	RSPO_PO1000000950	RSPO Membership Number	1-0135-12-000-00 (PT DHARMA SATYA NUSANTARA)	Issued On	22/02/2018	Issued By	PT Mutuagung Lestari	Start Date	25-03-2018	End Date	24-06-2019	Group size	0	Total Certified Area (Ha)	9,811.849
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Group size	0																				
Total Certified Area (Ha)	9,811.849																				
	Status: Comply																				
5.1.4	<p>Processing aids do not need to be included within an organization's scope of certification.</p> <p>Based on document review and field observation, known that POM 3 did not use processing aids.</p>																				
	Status: Comply																				
5.2	Supply chain model																				
5.2.1	<p>The site can only use the same supply chain model as its supplier or go to a less strict system. Declassification/downgrading</p>																				

can only be done in the following order: Identity Preserved -> Segregated -> Mass Balance.	
<p>POM 3 applied SCCS model of Identity Preserved (Module-D). POM 3 only received and processed FFB from certified plantation, and there is no physical separation used. Based on document review of FFB received by POM 3, all FFB received sourced from own Estate (LK 1, LK 2 and LK 3 Estate) and certified third party in Holding Company of PT Dharma Satya Nusantara, as well as its scheme smallholder, that is :</p> <ul style="list-style-type: none"> - Jabdan 1 Estate, Certification Scope of POM 4, RSPO Certificate No. MUTU-RSPO/060 by Mutuagung - Jabdan 2 Estate, Certification Scope of POM 1, RSPO Certificate No. 824 502 17068 by Tuv Rheinland - Puhus 3 Estate, Certification Scope of POM 2, RSPO Certificate No. MUTU-RSPO/056 by Mutuagung - Smallholder of PT DIN, Certification Scope of POM 1, RSPO Certificate No. 824 502 17068 by Tuv Rheinland 	
	Status: Comply
5.2.2	
The site can use one (1) or a combination of supply chain models as audited and certified by the CB.	
POM 3 only use one module, that is Identity Preserved.	
	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>POM 3 has had Work Instruction of Traceability of CPO and PK Product in IP and SG Model (No. IK-AGR-MS-08-R07 dated 18 January 2019) that covers General Chain of Custody and Module D standards. The procedure already describes all the elements specified in the SCCS requirements as well as the PIC for aspects of FFB acceptance, production processing, product storage, product delivery, registration and transactions in RSPO IT platform, excess production reporting to CB, outsourcing activities, training, internal audit, communicating and claiming according to the RSPO standard, and record keeping. Related management reviews were in SOP of Management Reviews Meeting (No. SOP-AGR-041-R01 dated 01 November 2016).</p>	
	Status: Comply
5.3.2	
The site shall have a written procedure to conduct annual internal audit	
<p>Internal Audit of SCCS will be conducted annually, described in Work Instruction of Traceability of CPO and PK Product in IP and SG Model (No. IK-AGR-MS-08-R07 dated 18 January 2019). The latest internal audit are conducted in 9-11 July 2018 together with the RSPO P & C audit. There is no NC related SCCS implementation.</p>	
	Status: Comply
5.4	Purchasing and goods in
5.4.1	
The receiving site shall ensure that purchases of RSPO certified oil palm products are in compliance and the following minimum information for RSPO certified products is made available by the supplier	
<p>The organization does not purchase RSPO certified oil palm products from outsider. The RSPO product of POM 3 were from FFB of its own Estates and Holding.</p>	
	Status: Comply
5.4.2	
The site shall have a mechanism in place for handling non-conforming oil palm products and/or documents	
<p>The organization does not purchase RSPO certified oil palm products from outsider. The RSPO product of POM 3 were from FFB of its own Estates and Holding.</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>The CPO from POM 3 is distributed first to the transit tank (called TT 300 – Miau Baru), then distributed to Labanan Bulking as a buyer. Distribution of CPO from POM 3 to transit tank conducted by POM 3 itself, meanwhile from transit tank to Labanan Bulking is carried out by 18 contractors. For PK transporting is responsibility of buyer (Kernel Crushing Plant of POM 4). POM 3 did not outsource refining and crushing activity.</p> <p>The contractors has been bound in a work agreement, for example work agreement with CV Anugrah Mulia Abadi No. 003/DSN/DIS/2018 dated 02 January 2018. To ensure that the contractors complies with the requirements of the RSPO SCCS Standard, POM 3 have given them training of RSPO SCCS dated 19 March 2018. One of training clause is sealing the trucks during shipping, to ensure that the transported CPO is not mixed with other sources.</p>
	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"> The site has legal ownership of all input material to be included in outsourced processes; The site has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the site to ensure that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary. The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor. 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>POM 3 has imposed provisions that must be applied by contractors as contained in the work agreements or WI of Traceability of CPO and PK Product in IP and SG Model (No. IK-AGR-MS-08-R07 dated 18 January 2019) which has been socialized on 19 March 2018, these provisions include:</p> <ul style="list-style-type: none"> - The cooperation is bound by a work agreement - The CPO transported only comes from POM 3 - CB has the right of access to the contractors to verify the implementation of RSPO SCCS. - The ccontractors must be given socialization about SCCS at least once a year.
	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 list of contractors of CPO transporter are :</p> <ul style="list-style-type: none"> - BUMDES (village owned corporation) of Liah Wehea - CV Anugrah Mulia Abadi - CV Kayan Tunggal Lestari - CV Kongbeng Bersatu - CV Putra Jaya Mandiri - CV Rifika Perdana - CV Sumber Energi - CV Parisindo Lisensi - Vandie Wilson - CV Three Putra

- KSU Putra Wahau
- PT Baja Sarana Sejahtera
- PT Nengga Pratama
- PT Sejahtera Membangun Nasional
- PT Sarana Raya Kalimantan
- PT Sumber Harapan Jaya
- PT Trans Tri Jaya
- CV Rizky Aulia

The cooperation has been bound in a work agreement, for example work agreement with CV Anugrah Mulia Abadi No. 003/DSN/DIS/2018 dated 02 January 2018.

Status: Comply

5.5.4

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

Based on review list of transporter verified on ASA 4 with this RC audit, there is no new contractor added. There are 18 outsourcers which physical handling of RSPO certified oil palm products. It will be verified on next surveillance, if any new contractor.

Status: Comply

5.6

Sales and goods out

5.6.1

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

The POM 3 shows shipping documentation in the Shipping Note and/or Expedition Evidence of PK to KCP on POM 4, and CPO to transit tank (TT300) and from transit tank to Labanan Bulking. Those documentation informed delivery date, description of product and supply chain model, quantity, identification number. POM 3 needs to re-ensure the complete information on the shipping documentation regarding the certificate number and the sender's name & address of the seller. **OFI**

Status: Comply

5.7

Registration of transactions

5.7.1

Supply chain actors who:

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

POM 3 already registered in RSPO IT Platform with Member ID RSPO-PO1000000950 and Sub License ID CB63991, registered Member Name PT Dharma Satya Nusantara (POM3), with products of CSPO and CSPK.

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.

POM 3 has carried out announcements on the sales of certified products (CSPO and CSPK). Announcement time is done no later than the deadline of license period. The table below shows the trace of sales based on POM 3 records and ballace, and the sales announcements based on RSPO Palm Trace, as well as the status of transactions.

Period	CSPO Sales			CSPK Sales		
	CSPO Sales based on POM 3 records	CSPO Sales based on Palm Trace Announcement	Status on Palm Trace	CSPK Sales based on POM 3 records	CSPK Sales based on Palm Trace Announcement	Status on Palm Trace
25 - 31 March 2018	-	-	-	846.94	846.94	confirmed
Apr-18	-	-	-	1,526.89	-	-
May 2018	-	-	-	1,029.09	884.3	confirmed
June 2018	-	-	-	778.88	642.59	confirmed
July 2018	-	-	-	867.04	1,029.09	confirmed
August 2018	1,986	1,985.79	confirmed	655.60	776.88	confirmed
September 18	3,841	1,432.42 + 560.68	confirmed	924.53	867.04	confirmed
October 2018	2,164	1,972.34 + 2,164.29	confirmed	1,149.53	655.6	confirmed
November 18	2,106	1,706.43	confirmed	-	307.56	confirmed
December 2018	1,678	399.55	confirmed	-	616.97 + 1,149.53	confirmed
01 - 13 January 2019	-	1,677.76	confirmed	-	-	-
Total	11,775	11,899.26		7,779	7,776.5	

For CPO, announcement is bigger than POM 3 record and balance data, because the actual shipment has not been completed.

Based on record and balance data of POM 3, there are CSPO sold as konventional amount 44,913 MT. In the WI of Traceability of CPO and PK Product in IP and SG Model (No. IK-AGR-MS-08-R07 dated 18 January 2019) stated that remove of products sold as conventional or other scheme will have been carried out no later than 3 months before the validity period of the license. Related to this, POM 3 need to ensure remove stock on Palm Trace for the sale of certified products that sold conventionally.
OFl.

Status: Comply

5.8 Training

5.8.1

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

The training of SCCS aspects planned on December 2018 based in Training Program of 2018. Based on WI of Traceability of CPO and PK Product in IP and SG Model (No. IK-AGR-MS-08-R07 dated 18 January 2019) stated that SCCS training must be given to each Staff and operators dealing with SCCS.

	Status: Comply																															
<p>5.8.2 Appropriate training shall be provided by the organization for personnel carrying out the tasks critical to the effective implementation of the supply chain certification standard requirements. Training shall be specific and relevant to the task(s) performed</p>																																
<p>The latest training conducted on 5 November 2018 attended by PIC of each SCCS aspects, as well as socialization for contractors on 19 March 2018. However there are a small number of contractors who have not participated in SCCS socialization. POM 3 needs to ensure that all contractors have been provided with information regarding SCCS standards. OFI</p> <p>During the audit, the Staff and operators shows the understanding of SCCS requirement and critical point, for example security and weighbridge operator were able to demonstrate how to verify the FFB from certified source and marking by certified stamp, and prohibited to accept the FFB from non-certified source.</p>																																
	Status: Comply																															
5.9	Record keeping																															
<p>5.9.1 The organization shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of these RSPO Supply Chain Certification Standard requirements</p>																																
<p>During the audit, all the record are complete and kept in accurate, up to date and accessible. The random sampling are done during the audit.</p>																																
	Status: Comply																															
<p>5.9.2 Retention times for all records and reports shall be a minimum of two (2) years and shall comply with legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock</p>																																
<p>Based on WI of Traceability of CPO and PK Product in IP and SG Model (No. IK-AGR-MS-08-R07 dated 18 January 2019) stated that the retention time of the documents minimum 2 years.</p>																																
	Status: Comply																															
<p>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.</p>																																
<p>The projection of certified product are set for next 12 months, that is : FFB Process : 282,937 MT CPO : 67,904 MT (OER 24 %) PK : 11,317 (KER 4 %)</p> <p>POM 3 did not purchased CSPO or CSPK. The records of CSPO and CSPK sold on license period of January to December 2018 shown in table below :</p> <p>FFBs received</p> <table border="1"> <thead> <tr> <th rowspan="2">Month</th> <th colspan="3">FFB (MT)</th> </tr> <tr> <th>RSPO Certified</th> <th>Non Certified</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>January 2018</td> <td>17,325</td> <td></td> <td>17,325</td> </tr> <tr> <td>February 2018</td> <td>16,217</td> <td></td> <td>16,217</td> </tr> <tr> <td>March 2018</td> <td>17,984</td> <td></td> <td>17,984</td> </tr> <tr> <td>April 2018</td> <td>20,202</td> <td>-</td> <td>20,202</td> </tr> <tr> <td>May 2018</td> <td>19,698</td> <td>-</td> <td>19,698</td> </tr> <tr> <td>June 2018</td> <td>23,709</td> <td>-</td> <td>23,709</td> </tr> </tbody> </table>		Month	FFB (MT)			RSPO Certified	Non Certified	Total	January 2018	17,325		17,325	February 2018	16,217		16,217	March 2018	17,984		17,984	April 2018	20,202	-	20,202	May 2018	19,698	-	19,698	June 2018	23,709	-	23,709
Month	FFB (MT)																															
	RSPO Certified	Non Certified	Total																													
January 2018	17,325		17,325																													
February 2018	16,217		16,217																													
March 2018	17,984		17,984																													
April 2018	20,202	-	20,202																													
May 2018	19,698	-	19,698																													
June 2018	23,709	-	23,709																													

July 2018	24,176	-	24,176
August 2018	28,371	-	28,371
September 2018	28,895	-	28,895
October 2018	33,933	-	33,933
November 2018	32,682	-	32,682
December 2018	33,968	-	33,968
Total	297,160	-	297,160

CSPO produce and sales

Month	CPO Produce	CSPO (MT)			
		CSPO Produce	CSPO Sales	Sold as Conventional	Stock
Opening Stock					7,919
January 2018	4,136	4,136	-	1,347	10,709
February 2018	3,783	3,783	-	4,000	10,492
March 2018	4,301	4,301	-	4,350	10,492
April 2018	4,749	4,749	-	4,680	10,512
May 2018	4,619	4,619	-	3,325	11,806
June 2018	5,644	5,644	-	5,370	12,080
July 2018	5,636	5,636	-	5,200	12,516
August 2018	6,843	6,843	1,986	3,970	13,402
September 2018	7,026	7,026	3,841	500	16,087
October 2018	8,170	8,170	2,164	2,967	19,126
November 2018	7,603	7,603	2,106	6,228	18,395
December 2018	7,513	7,513	1,678	8,323	15,908
Total	70,024	70,024	11,775	50,260	

CSPK produce and sales

Month	PK Produce	CSPK (MT)			
		CSPK Produce	CSPK Sales	Sold as Conventional	Stock
Opening Stock					12,887
January 2018	613	613	-	-	13,500
February 2018	632	632	-	-	14,132
March 2018	752	752	-	-	14,037
April 2018	829	829	1,526,89	-	13,339
May 2018	787	787	1,029,09	-	13,097
June 2018	954	954	778,88	-	13,272
July 2018	892	892	867,04	-	13,298
August 2018	1,107	1,107	655,60	-	13,749
September 2018	1,169	1,169	924,53	-	13,993

October 2018	1,379	1,379	1,149,53	-	14,223
November 2018	1,320	1,320	-	-	15,543
December 2018	1,342	1,342	-	-	16,884
Total	11,776	11,776	7,779	-	
	Status: Comply				
5.10	Conversion factors				
	<p>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</p> <p>Not applicable. POM 3 only conduct FFB processing up to CPO and PK. Based on RSPO SCCS Manual, it is explained that the conversion factors of CPO and PK are based on actual extraction.</p>				
	Status: Comply				
	<p>5.10.2 Conversion rates shall be periodically updated to ensure accuracy against actual performance or industry average if appropriate.</p> <p>Not applicable. POM 3 only conduct FFB processing up to CPO and PK. Based on RSPO SCCS Manual, it is explained that the conversion factors of CPO and PK are based on actual extraction.</p>				
	Status: Comply				
5.11	Claims				
	<p>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.</p> <p>Based on transaction report documents, all CSPO are claims as segregation and CSPK are claims as Mass Balance. The POM 3 dis not use RSPO logo on product or off product.</p>				
	Status: Comply				
5.12	Complaints				
	<p>5.12.1 The organization shall have in place and maintain documented procedures for collecting and resolving stakeholder complaints.</p> <p>POM 3 has the External Complaints Communication and Handling Procedures (No. SOP-AGR-044-R01 dated 15 February 2013). Based on document verification, there was no complaint to operational activity.</p>				
	Status: Comply				
5.13	Management review				
	<p>5.13.1 The organization is required to hold management reviews annually at planned intervals, appropriate to the scale and nature of the activities undertaken</p> <p>The management review conducted every 3 month in accordance with SOP of Management Reviews Meeting (No. SOP-AGR-041-R01 dated 01 November 2016), that will discuss clause of :</p>				

- 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.
- Improvement of the effectiveness of the management system and its processes.
- Resource needs.

Status: Comply

5.13.2

The input to management review shall include information on:

- Results of internal audits covering RSPO Supply Chain Certification Standard.
- Customer feedback.
- Status of preventive and corrective actions.
- Follow-up actions from management reviews.
- Changes that could affect the management system.
- Recommendations for improvement.

The last management review conducted on 24 – 25 October 2018. Based on the Management Review Report, known that the review has consider information on the previous management review, result of internal and external audits, status of preventive and corrective actions, other changes to management system and recommendation for improvement.

Status: Comply

5.13.3

The output from the management review shall include any decisions and actions related to:

- Improvement of the effectiveness of the management system and its processes.
- Resource needs.

Based on the Management Review Report, known that the output has include improvement of the last NC, OFI, as well as training requirements for Staff and operators.

Status: Comply

3.2.2. Module D – CPO Mills: Identity Preserved Requirements

Clause	Requirement																				
D1	Definition																				
D.1.1	<p>A mill is deemed to be Identity Preserved (IP) if the FFB used by the mill are sourced from 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.</p> <p>POM 3 only received and processed FFB from certified plantation, and there is no physical separation used. Based on document review of FFB received by POM 3, all FFB received sourced from own Estate (LK 1, LK 2 and LK 3 Estate) and certified third party in Holding Company - PT Dharma Satya Nusantara, as well as its scheme smallholder, that is :</p> <ul style="list-style-type: none"> - Jabdan 1 Estate, Certification Scope of POM 4, RSPO Certificate No. MUTU-RSPO/060 by Mutuagung - Jabdan 2 Estate, Certification Scope of POM 1, RSPO Certificate No. 824 502 17068 by Tuv Rheinland - Puhus 3 Estate, Certification Scope of POM 2, RSPO Certificate No. MUTU-RSPO/056 by Mutuagung - Smallholder of PT DIN, Certification Scope of POM 1, RSPO Certificate No. 824 502 17068 by Tuv Rheinland 																				
	Status: Comply																				
D.2	Explanation																				
D.2.1	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the 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</p> <p>The projection of certified products were describes in the certificate of ASA-4, the actual production verified on Re Certification, as well as the projection for the next license, can be seen in the following table:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th></th> <th style="text-align: center;">Products Estimated (MT) (25 March 2018 – 24 June 2019)</th> <th style="text-align: center;">Actual Production (MT) (25 March 2018 – 13 January 2019)</th> </tr> </thead> <tbody> <tr> <td>FFB</td> <td style="text-align: center;">216,688</td> <td style="text-align: center;">261,484</td> </tr> <tr> <td>CPO</td> <td style="text-align: center;">74,944</td> <td style="text-align: center;">61,263</td> </tr> <tr> <td>PK</td> <td style="text-align: center;">12,759</td> <td style="text-align: center;">10,333</td> </tr> </tbody> </table> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th></th> <th style="text-align: center;">Projection for next 12 month of license (MT) (25 June 2019 – 24 June 2020)</th> </tr> </thead> <tbody> <tr> <td>FFB</td> <td style="text-align: center;">282,937</td> </tr> <tr> <td>CPO</td> <td style="text-align: center;">67,904</td> </tr> <tr> <td>PK</td> <td style="text-align: center;">11,317</td> </tr> </tbody> </table>		Products Estimated (MT) (25 March 2018 – 24 June 2019)	Actual Production (MT) (25 March 2018 – 13 January 2019)	FFB	216,688	261,484	CPO	74,944	61,263	PK	12,759	10,333		Projection for next 12 month of license (MT) (25 June 2019 – 24 June 2020)	FFB	282,937	CPO	67,904	PK	11,317
	Products Estimated (MT) (25 March 2018 – 24 June 2019)	Actual Production (MT) (25 March 2018 – 13 January 2019)																			
FFB	216,688	261,484																			
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	Projection for next 12 month of license (MT) (25 June 2019 – 24 June 2020)																				
FFB	282,937																				
CPO	67,904																				
PK	11,317																				
	<p>This projection has been contained in basic information 1.8.3 and 1.8.4 of this report. The actual tonnage produced of next license period will be verified in ASA 1.1</p>																				

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 Mill has been registered as member of RSPO under PT Dharma Satya Nusantara and registered on RSPO IT Platform under PT Dharma Satya Nusantara (POM3) :

License

Sub License ID	CB63991
Member Name	PT Dharma Satya Nusantara (PKS3)
Member ID	RSPO_PO1000000950
RSPO Membership Number	1-0135-12-000-00 (PT DHARMA SATYA NUSANTARA)
Issued On	22/02/2018
Issued By	PT Mutuagung Lestari
Start Date	25-03-2018
End Date	24-06-2019
Group size	0
Total Certified Area (Ha)	9,811.849

The entire requirements for appropriate supply chain has been met by the mill such as the estimate certified product already recorded in the RSPO IT platform and including finalized transactions records and stocks transactions record during the license period.

During the license period of 25 March 2018 to 13 January 2019, known as much as 8 transactions of announcement of CSPO and 10 transactions of announcement of CSPK has been confirmed through RSPO IT Platform. Total sold of CSPO amount of 11,889.26 MT and CSPK amount of 7,776.5 MT, shown in table below :

Period	CSPO Sales (MT)			CSPK Sales (MT)		
	CSPO Sales based on POM 3 records	CSPO Sales based on Palm Trace Announcement	Status on Palm Trace	CSPK Sales based on POM 3 records	CSPK Sales based on Palm Trace Announcement	Status on Palm Trace
25 - 31 March 2018	-	-	-	846.94	846.94	confirmed
Apr-18	-	-	-	1,526.89	-	-
May 2018	-	-	-	1,029.09	884.3	confirmed
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01 - 13 January 2019	-	1,677.76	confirmed	-	-	-

Total	11,775	11,899.26		7,779	7,776.5																												
	Status: Comply																																
D.3	Documented procedures																																
D.3.1	The site shall have written procedures and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall																																
	<ul style="list-style-type: none"> a. Complete and up to date procedures covering the implementation of all the elements in these requirements; 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>POM 3 has had Work Instruction of Traceability of CPO and PK Product in IP and SG Model (No. IK-AGR-MS-08-R07 dated 18 January 2019) that covers General Chain of Custody and Module D standards. The procedure already describes all the elements specified in the SCCS requirements as well as the PIC for aspects of FFB acceptance, production processing, product storage, product delivery, registration and transactions in RSPO IT platform, excess production reporting to CB, outsourcing activities, training, internal audit, communicating and claiming according to the RSPO standard, and record keeping. Related management reviews were in SOP of Management Reviews Meeting (No. SOP-AGR-041-R01 dated 01 November 2016).</p>																																
	Status: Comply																																
D.3.2	The site shall have documented procedures for receiving and processing certified FFBs																																
	<p>Procedures related to FFB acceptance activities and FFB processing activities are listed in the Work Instruction of Traceability of CPO and PK Product in IP and SG Model (No. IK-AGR-MS-08-R07 dated 18 January 2019), which explained that the Delivery Note for FFB from certified Estate must be given a "Certified" stamp and for POM with SCCS Model IP certified, it is prohibited to receive FFB from non-certified sources. For the production process in POM must be in accordance with the procedures and Production Assistants must maintain the purity of CSPO and CSPK with IP Model.</p>																																
	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.																																
	<p>Based on field observation known that the verification on FFB acceptance in the mill was conducted by security and weighbridge operators at the time of FFB transporter entering the mill. The operators verify FFB receipts document to ensure the FFB sourced from certified sources/suppliers. FFB which has been verified as certified to be weighed and forwarded for grading and processing. Each FFB delivery document will be stamped by the weigh operator with a "CERTIFIED" stamp.</p>																																
	<p>FFBs received from January to December 2018 :</p>																																
	<table border="1"> <thead> <tr> <th rowspan="2">Month</th> <th colspan="3">FFB (MT)</th> </tr> <tr> <th>RSPO Certified</th> <th>Non Certified</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>January 2018</td> <td>17,325</td> <td></td> <td>17,325</td> </tr> <tr> <td>February 2018</td> <td>16,217</td> <td></td> <td>16,217</td> </tr> <tr> <td>March 2018</td> <td>17,984</td> <td></td> <td>17,984</td> </tr> <tr> <td>April 2018</td> <td>20,202</td> <td>-</td> <td>20,202</td> </tr> <tr> <td>May 2018</td> <td>19,698</td> <td>-</td> <td>19,698</td> </tr> </tbody> </table>						Month	FFB (MT)			RSPO Certified	Non Certified	Total	January 2018	17,325		17,325	February 2018	16,217		16,217	March 2018	17,984		17,984	April 2018	20,202	-	20,202	May 2018	19,698	-	19,698
Month	FFB (MT)																																
	RSPO Certified	Non Certified	Total																														
January 2018	17,325		17,325																														
February 2018	16,217		16,217																														
March 2018	17,984		17,984																														
April 2018	20,202	-	20,202																														
May 2018	19,698	-	19,698																														

June 2018	23,709	-	23,709
July 2018	24,176	-	24,176
August 2018	28,371	-	28,371
September 2018	28,895	-	28,895
October 2018	33,933	-	33,933
November 2018	32,682	-	32,682
December 2018	33,968	-	33,968
Total	297,160	-	297,160

Status: Comply

D.4.2

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

Observed there is no over-production of certified volume during the start of the license until the audit time :

	Projection (MT) (25 March 2018 – 24 June 2019)	Actual Production (MT) (25 March 2018 – 13 January 2019)
CPO	74,944	61,263
PK	12,759	10,333

The Mill need to reassure that excessive production shall be reported to CB, in accordance with procedures, predictions of excess production can be delivered 3 months before the end of the license period. **OFI**

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.

POM 3 has recorded the entire RSPO Certified FFB which enter the mill and deliveries of RSPO certified product (CPO and PK). Here the record deliveries of RSPO certified product with the real-time basis period of January to December 2018 :

FFBs received

Month	FFB (MT)		
	RSPO Certified	Non Certified	Total
January 2018	17,325		17,325
February 2018	16,217		16,217
March 2018	17,984		17,984
April 2018	20,202	-	20,202
May 2018	19,698	-	19,698
June 2018	23,709	-	23,709
July 2018	24,176	-	24,176
August 2018	28,371	-	28,371
September 2018	28,895	-	28,895
October 2018	33,933	-	33,933
November 2018	32,682	-	32,682

December 2018	33,968	-	33,968
Total	297,160	-	297,160

CSPO produce and sales

Month	CPO Produce	CSPO (MT)			
		CSPO Produce	CSPO Sales	Sold as Conventional	Stock
Opening Stock					7,919
January 2018	4,136	4,136	-	1,347	10,709
February 2018	3,783	3,783	-	4,000	10,492
March 2018	4,301	4,301	-	4,350	10,492
April 2018	4,749	4,749	-	4,680	10,512
May 2018	4,619	4,619	-	3,325	11,806
June 2018	5,644	5,644	-	5,370	12,080
July 2018	5,636	5,636	-	5,200	12,516
August 2018	6,843	6,843	1,986	3,970	13,402
September 2018	7,026	7,026	3,841	500	16,087
October 2018	8,170	8,170	2,164	2,967	19,126
November 2018	7,603	7,603	2,106	6,228	18,395
December 2018	7,513	7,513	1,678	8,323	15,908
Total	70,024	70,024	11,775	50,260	

CSPK produce and sales

Month	PK Produce	CSPK (MT)			
		CSPK Produce	CSPK Sales	Sold as Conventional	Stock
Opening Stock					12,887
January 2018	613	613	-	-	13,500
February 2018	632	632	-	-	14,132
March 2018	752	752	-	-	14,037
April 2018	829	829	1,526,89	-	13,339
May 2018	787	787	1,029,09	-	13,097
June 2018	954	954	778,88	-	13,272
July 2018	892	892	867,04	-	13,298
August 2018	1,107	1,107	655,60	-	13,749
September 2018	1,169	1,169	924,53	-	13,993
October 2018	1,379	1,379	1,149,53	-	14,223
November 2018	1,320	1,320	-	-	15,543
December 2018	1,342	1,342	-	-	16,884
Total	11,776	11,776	7,779	-	

	Status: Comply
D.6	Processing
D.6.1	<p>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.</p> <p>POM 3 only received and processed FFB from certified plantation, and there is no physical separation used. Based on document review of FFB received by POM 3, all FFB received sourced from own Estate (LK 1, LK 2 and LK 3 Estate) and certified third party in Holding Company - PT Dharma Satya Nusantara, as well as its scheme smallholder, that is :</p> <ul style="list-style-type: none"> - Jabdan 1 Estate, Certification Scope of POM 4, RSPO Certificate No. MUTU-RSPO/060 by Mutuagung - Jabdan 2 Estate, Certification Scope of POM 1, RSPO Certificate No. 824 502 17068 by Tuv Rheinland - Puhus 3 Estate, Certification Scope of POM 2, RSPO Certificate No. MUTU-RSPO/056 by Mutuagung - Smallholder of PT DIN, Certification Scope of POM 1, RSPO Certificate No. 824 502 17068 by Tuv Rheinland <p>Based on field observation to weighbridge operation, known that all Weighbridge Ticket from those certified source has been stamped with 'Certified Code', as well as given for CPO and PK Weighbridge Ticket that sent to the buyer.</p>
	Status: Comply

3.3 Conformity Checklist of Certificate and Trademark Use

1.	Evidence of permission or approval certificate and trademark from Certification Body which submitted by Client	X or√
RC	PT Dharma Intisawit Nugraha (DSN Group) did not use the logo or symbol of the RSPO Certified in trading activities.	√
	Status: Comply	
2.	Implementation of certificate and trademark used by Client comply with size and type (shape) against Guideline of trademark Use	X or√
RC	PT Dharma Intisawit Nugraha (DSN Group) did not use the logo or symbol of the RSPO Certified in trading activities.	√
	Status: Comply	
3.	Implementation of Certificate and Trademark is not used on product	X or√
RC	PT Dharma Intisawit Nugraha (DSN Group) did not use the logo or symbol of the RSPO Certified in trading activities.	√
	Status: Comply	
4.	Controlling of Certificate and Trademark, including withdrawing inappropriate trademark.	X or√
RC	PT Dharma Intisawit Nugraha (DSN Group) did not use the logo or symbol of the RSPO Certified in trading activities.	√
	Status: Comply	

3.4 Summary of RSPO Partial Certification.

Compliance of the uncertified management units of PT Dharma Satya Nusantara 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.

PT Dharma Satya Nusantara Time Bound Plan is explained in table 1.10. PT Dharma Satya Nusantara has thirteen (13) management units with six (6) mills. PT Dharma Satya Nusantara has informed the Time Bound Plan progress, MUTU has considered that PT Dharma Satya Nusantara is complied with the RSPO requirement for Time Bound Plan. The Time Bound Plan was revised and declared by PT Dharma Satya Nusantara on 20 January 2018

MUTU has verified partial certification for un-certified unit's subsidiary of PT Dharma Satya Nusantara based on their Time Bound Plan. There are two (2) uncertified mills and seventeen (17) uncertified units of PT Dharma Satya Nusantara. MUTU Auditor verified positive assurance against the company internal audit and supporting evidence as well as any information from others sources.

MUTU Auditor has verified company partial certification and concludes that:

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

2.1 Un-Certified Units or Holdings		
Section	Requirement	Concerns to Discuss, if any
2.1.1	Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	<p>DSN had implemented an audit internal</p> <p>Auditor verification Based on the document review, there is a company internal audit that was conducted on 2018 and the positive assurance is at this table that is also been verified.</p>
2.1.2	<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. 	<ul style="list-style-type: none"> • LUCA PT Dharma Intisawit Lestari and PT Karya Prima Agro Sejahtera was sent on February 4, 2016 to RSPO and is a review process. MS Dept. Head have got confirmation by email from the RSPO Executive Compensation that PT DIL has been completed under review and is being submitted for approval letter from the Compensation panel. • LUCA PT Agro Andalan, PT Dharma Persada Sejahtera, PT Kencana Alam Permai, and PT Prima Sawit Andalan was sent to RSPO and is a review process. Letter of approval of the Panel RSPO yet received. • LUCA PT Putra Utama Lestari and PT Pilar Wanapersada was sent on February 11, 2016 to RSPO and is a review process and clarification

		<ul style="list-style-type: none"> • POM 5 and POM 6 there is no new land clearing of new planting after November 2005. • Smallholders (KM5, KM8, KM9, KM10A, KM10B, KM10C), and clearing was conducted after November 2005 but has been first conducted HCV identification before land clearing <p>Auditor verification Auditor has verified the supporting evidence of above the company statement. The above statement in accordance with the supporting evidence provided.</p>
2.1.3	Any new plantings since January 1 st 2010 must comply with the RSPO New Plantings Procedure.	<ul style="list-style-type: none"> • There are 8 plantations have conducting NPP process (under RSPO review) • Smallholders (KM5, KM9) planting year before 2010. • Smallholders (KM8, KM10A, KM10B, KM10C), no need NPP because no land bank in the area. <p>Auditor verification</p> <ul style="list-style-type: none"> • NPP Verification PT Dharma Intisawit Lestari and PT Karya Prima Agro Sejahtera has been performed by TUV from 21-24 March 2016 and waiting results of the review by RSPO • NPP Verification PT Putra Utama Lestari has been performed by Mutuagung Lestari from 2 – 5 Juni 2016 and waiting results of the review by RSPO • PT Agro Andalan, NPP verification from TUV & PT MAL and NPP was a review process by RSPO per January 2017 • PT Kencana Alam Permai, PT Prima Sawit Andalan and PT Dharma Persada Sejahtera, verification of the NPP has been carried out by PT MAL and refereed RSPO. There are questions regarding the report of the RSPO NPP. Currently the company is working on a response / confirmation to the RSPO
2.1.4	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>No any land conflicts.</p> <p>Auditor verification There is no information from public source and RSPO website on any land conflict for uncertified unit of the group subsidiaries.</p>
2.1.5	Any Labour disputes are being resolved through a mutually agreed process, in accordance with RSPO criterion 6.3.	<p>No any labour disputes.</p> <p>Auditor verification</p>

		There is no information from public source and RSPO website on any labour conflict for uncertified unit of the group subsidiaries.
2.1.6	Any Legal non-compliance is being resolved in accordance with the legal requirements, with reference to RSPO criteria 2.1 and 2.2.	<p>Legal non compliance, there is process for land legality PT Dharma Intisawit Lestari, PT Karya Prima Agro Sejahtera, PT Putra Utama Lestari, PT Prima Sawit Andalan and PT Dharma Persada Sejahtera.</p> <p>Auditor verification</p> <ul style="list-style-type: none"> • PT Dharma Intisawit Lestari, Cadastral Map No. 023 year of 2014 for 7,288.84 Ha • PT Karya Prima Agro Sejahtera, Cadastral Map LTE No. 006-16.09-2015 date 26 January 2016 for 556,63 Ha and Location Permit SWE No 525.26/K.105/HK/2014 date 15 January 2014 for 2,563 Ha so that area PT KPS is 3,119.63 • PT Putra Utama Lestari, Location Permit with endorsement from Regent No. 525.29/K.1049/2012 year of 30 November 2012 area 17,000 Ha • PT Agro Andalan, Land Use Title No. 35/HGU/BPN RI/2011 date 21 July 2011 area 6,993.2 Ha • PT Kencana Alam Permai, Land Use Title No. 46/HGU/KEM-ATR/BPN/2016 area 5,511.83 Ha • PT Prima Sawit Andalan, Location Permit No. 525 year of 2012 area 9,588 ha, Location Permit (added) No. 525/702/KEP-PERTANAHAN/2013 Keputusan Bupati Sintang dated 22 July 2013, area 1,030 ha • PT Dharma Persada Sejahtera, Location Permit No. 525/631/KEP-PERTANAHAN/2014 area 3,972 ha • Smallholders (KM5), MoU with Sawit Usaha Tani Sejahtera No. 104/DIR-ARF/DWT/JKT/III/08 dated March 31 2008 • Smallholders (KM8), MoU with Sawit Wehea Tani Sejahtera No. 103/DIR-ARF/DWT/JKT/IV/12 dated April 25th 2012 • Smallholders (KM9), MoU with Karya Sejahtera No. 01/SPK-KPAS/X/2010 dated October 22th 2010 • Smallholders (KM10A, KM10B, KM10C), MoU with Jengea Bong Pet Kuq No. 321/DIR-ARF/DWT/JKT/XII/12 dated December 3rd 2012

3.5 Identification of Findings, Corrective Action, Observations, Opportunity for Improvement and Noteworthy Positive Components.

3.5.1. Identification of Findings, Corrective Actions and Observations at ASA-4 Assessment (*There is no Non Conformity During ASA 4 Assessment*)

NCR No.	: -	Issued by	: -
Date Issued	: -	Time Limit	: -
NC Grade	: -	Date of Closing	: -
Standard Ref. & Requirement	: -		
Non-Conformance Description & Evidence observed <i>(filled by auditor):</i> There is no Non Conformity During ASA 4 Assessment			
Root Cause Analysis <i>(filled by organization audited):</i> -			
Correction <i>(filled by organization audited):</i> -			
Corrective Action <i>(filled by organization audited):</i> -			
Assessor Evaluation and Conclusion <i>(filled by auditor):</i> -			
Verified by	:		

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

NCR No.	: 2019.01.	Issued by	: Moh Arif Yusni
Date Issued	: 18 January 2019	Time Limit	: ASA-1.1
NC Grade	: Minor	Date of Closing	:
Standard Ref. & Requirement	: 2.1.3 A mechanism for ensuring compliance shall be implemented.		
Evidence observed (filled by auditor): Based on Law Register Document review on <i>Summary of Law Register Evaluation</i> (No.: DK-MS-01A-R01, Revisi Januari 2019), there are some law or regulation that have not been listed in the law registers, such as: <ul style="list-style-type: none"> • Ministry of Manpower Regulation No. 5 / 2018 related to Occupational Safety and Health for Worker Area • Ministry of Agriculture Regulation No. 5 / 2018 related to land clearing without burning • Ministry of Forestry and Environment Regulation No. 5 / 2018 related to Standards and Certification of Competencies of Responsible Operators for Wastewater Treatment Operations and Person in Charge of Water Pollution Control. • Ministry of Manpower Regulation No. 38 / 2016 related to OHS for Power and Production Vehicle 			
Non-Conformance Description (filled by auditor): Company Law register document not include all regulations that provide company operational.			
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.	: 2019.02.	Issued by	: Arif Faisal Simatupang
Date Issued	: 18 January 2019	Time Limit	: ASA 1.1
NC Grade	: Minor	Date of Closing	:
Standard Ref. & Requirement	: 2.2.2 Legal boundaries are demonstrated clearly and maintained.		
Evidence observed (filled by auditor):			

Based on field observation and HGU monitoring document, it was found that the HGU Poles position was not in accordance with the coordinates determined by the National Land Agency, namely:

Location	No. Of HGU Pole	Distance Difference
LK 1	DIN 044	± 25 m
LK 1	DIN 045	± 22 m
LK 1	DIN 048	± 25 m
LK 1	DIN 049	± 24 m
LK 3	DIN 019	± 24 m
LK 3	DIN 067	± 50 m
LK 3	DIN 068	± 75 m

In addition, in the document of HGU monitoring, it is known that most of the HGU poles positions do not match the specified coordinates.

In the WI of Boundary Installation and Maintenance (No. IK-AGR-OLP-33-R00 dated 28 September 2015), stated that the poles was installed in accordance with the licenses set by government officials, the position of the poles was determined using a GPS device.

Non-Conformance Description (filled by auditor):

Related to this, the Certificate Holder has not been able to show evidence that the HGU poles has been installed in accordance with the coordinates specified in the predetermined list.

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.	: 2019.03	Issued by	: Steve Mualim
Date Issued	: 18 January 2019	Time Limit	: ASA1.1
NC Grade	: Minor	Date of Closing	:
Standard Ref. & Requirement	: 4.6.10 Proof that pesticide waste has been handled as per legal regulations and understood by worker and manager, shall be demonstrated		
Non-Conformance Description & Evidence observed (filled by auditor): Field observation on LK1 and LK2 chemical store found insecticides with trade name Termiban and Lentrek that actually expired since 2016. IK-AGR-OLP-17-R01 related pesticides handling on February 2012 on point 3 stated that noticed pesticides expiration date. During audit, organization has shown correction regarding this expired pesticides handling and management based on IK-AGR-SHE-09-R02.			
Non-Conformance Description (filled by auditor): Company are not able to shown monitoring evidence for all chemical/pesticides expiration date, that stored in chemical storage. NC 2019.03			
Root Cause Analysis (filled by organization audited):			
Correction (filled by organization audited):			
Corrective Action (filled by organization audited):			
Assessor Evaluation and Conclusion (filled by auditor):			
Verified by	:		

3.5.3. Opportunity for Improvement

No	Ref. Std.	Description
1	Certification System 4.5.4	It is necessary to complete the results of the self-assessment, which is equipped with supporting evidence for the unit under PT DSN, which taken over in December 2018
2	4.7.2	- Monitoring compliance with the use of PPE, especially for contractor employees. - Management of LPG gas cylinders and fuel sales in employee housing.
3	4.7.5	Ensuring the Foreman in land application activity has been equipped with first aid kit.
4	5.3.3	• Management of WWTP ponds to minimize deposition • Management and placement of EFB in the determined place. • Evaluation regarding the location of the landfill in the employee housing
5	6.5.2	Evaluate the mechanism control to ensure there's no <i>family member</i> or worker without work agreement worked in company operational area . OBSERVATION
6	SCCS COC 5.6.1	The CH needs to reassure the complete information on the shipping documentation regarding the certificate number and the sender's name & address (origin of Mill).
7	SCCS COC 5.7.2	The CH need to ensure CSPO or CSPK sales conventionally / credit allocation that still not remove from Palmtrace.
8	SCCS COC 5.8.2	The CH need to ensure an evaluation for understanding of contractors of CPO transporter related to SCCS standart.
9	SCCS D.4.2	The CH need to ensure that excessive production must be reported to CB. OBSERVATION

3.5.4. Noteworthy Positive Components

No	Ref. Std.	Description Deskripsi
1		Commitment to sustainable palm oil management through RSPO certification
2		Contributions in the development of the local economy through the construction of smallholdings and partnerships
3		Commitment to conservation as indicated by the establishment and management of conservation areas within the HGU
4		RSPO Personal in Charge (PIC) competencies in their respective aspects
5		Implement mechanization in harvesting activities
6		Utilizing organic waste from households for composting
7		The CH had been rewarded ISPO certificate

3.6 Summary of Arising Issues from Public and Auditor Verification

Public Issues (Institution/ NGO/Community)	Auditor Responses
<p>Manpower and Transmigration Agency of Kutai Timur Regency</p> <ul style="list-style-type: none"> - There were no issues related to workers discrimination, child abuse, immigrant workers and gender matters. - The company was reported to have implemented minimum wages of Kutai Timur Regency 2018. - There's no issues related to license operator. - The company has deliver regular reports such as P2K3 and WLTK to the Agency inline with the schedule. - The company has registered labor union. 	<p>The Company has demonstrated compliance with the operational legal obligations relating to worker welfare and safety aspect. Its has been verified and described in criteria 4.7, 6.5, 6.6, 6.7, 6.8, 6.9, 6.12 and 6.13.</p>
<p>Environment Agency of Kutai Timur Regency</p> <ul style="list-style-type: none"> - Communication with Agency was considered good, and any information requested were transparently provided by the company. - There is no negative issues related to environment towards mill and estate operational activities. Reports from surrounding communities nor NGO were never happened. - Regular report such as RKL/RPL, effluent, hazardous waste, etc., were delivered on schedule. - There is no extension or expansion of mill/estate operational areas. 	<p>The Company has demonstrated compliance with the operational legal obligations relating to environmental aspect. Its has been verified and described in criteria 2.1, 4.4, 5.1, 5.2</p>
<p>Plantation Agency of Kutai Timur Regency</p> <ul style="list-style-type: none"> - Land conflict with surrounding communities either legal and customary were never happened (no issues). - There is no expansion for estate operational areas. - Plantation Class for PT DIN was Class II (Good) or "Kelas Kebun II (Baik)" since 2017. This class was valid for three years. - There is no peat land within estate operational areas. - Annual CSR program meeting shall involving with surrounding Villages. - There is no overlapping with customary rights of surrounding communities. 	<p>The Company has demonstrated compliance with the operational legal obligations relating to plantation aspect. Its has been verified and described in criteria 2.1, 2.2, 2.3, 6.10, 6.11</p>
<p>National Land Agency of Kutai Timur Regency Interviewee:</p> <ul style="list-style-type: none"> - Current plantations activities are not overlapping with mining operational - There is no issues for land conflict with communities - Land use title (HGU) fo PT DIN are still valid. 	<p>The Company has demonstrated compliance with the operational legal obligations relating to ownership of plantation land. Its has been verified and described in criteria 2.2</p>
<p>Gender Committee of POM 3</p> <ul style="list-style-type: none"> - The CH has socialized corporate policies related to human rights, non-violence, and protection of women's reproductive rights. 	<p>No negative issue to response. The CH shown compliance regarding the human rights, reproductive rights, and no discrimination. Describes in more detail in Criterion 6.8, 6.9, and 6.13</p>

Public Issues (Institution/ NGO/Community)	Auditor Responses
<ul style="list-style-type: none"> - No cases related to human rights, violence, or harassment. Every female employee has been granted menstrual leave rights, before and after childbirth. There have been mechanisms to monitor pregnant and lactating female workers not working in chemicals. 	
<p>Labor Union of POM 3</p> <p>There is no negative issue. The CH shown compliance related the minimum wage, overtime, PPE, insurance, and freedom of organization.</p>	<p>No negative issue to response. The CH shows compliance related these aspects. Describes in more detail in Criterion 6.5, 6.6, 6.7, 6.9, 6.12 and 6.13.</p>
<p>Local Contractor of Housing (on behalf of personal)</p> <ul style="list-style-type: none"> - The arrangement of agreement is done in a participatory manner. The Contractor understands the provisions in agreement such as volume, price, duration, payment method, aspect of OHS and environment. Dispute settlement methods available. - Payment has been made on time in accordance with the provisions in the agreement. No obstacles related to cooperation with the CH, because the CH is open to consulting related work issues. - There is no negative issue 	<p>No negative issue to response. The CH shows compliance related these aspects. Describes in more detail in Criterion 6.10 and 6.11.</p>
<p>Local Contractor of Material Supplier (on behalf of personal)</p> <ul style="list-style-type: none"> - The arrangement of agreement is done in a participatory manner. The Contractor understands the provisions in agreement such as volume, price, duration, payment method, aspect of OHS and environment. Dispute settlement methods available. - Payment has been made on time in accordance with the provisions in the agreement. No obstacles related to cooperation with the CH, because the CH is open to consulting related work issues. - There is no negative issue 	<p>No negative issue to response. The CH shows compliance related these aspects. Describes in more detail in Criterion 6.10 and 6.11.</p>
<p>Village Official of Muara Wahau</p> <p>The CH has empowered the surrounding community, among others by building smallholder partnership, employment of villager, and participatory CSR programs.</p> <p>The CH's land did not sourced from individual or customary rights.</p> <p>There is no land dispute, environmental cases, or other negative issue.</p>	<p>The CH has provided evidence of community development programs. Describes in more detail in Criterion 6.1, 6.10 and 6.11.</p>

Public Issues (Institution/ NGO/Community)	Auditor Responses
<p>Head of oil palm scheme smallholder of Harapan Baru Cooperative</p> <p>There is no negative issue. The FFB payment has been made on time in accordance with the provisions in the agreement, based on pricing mechanism from Plantation Agency. No obstacles related to cooperation with the CH, because the CH is open to consulting related work issues.</p>	<p>No negative issue to response. The CH shows compliance related these aspects. Describes in more detail in Criterion 6.10 and 6.11.</p>
<p>Head of Muara Wahau Youth Organization (<i>Karang Taruna</i>) and Head of Village Owned Enterprise (<i>BUMDES</i>)</p> <p>There are no negative issues. The CH has supported youth activities in the Village of Muara Wahau through CSR program, besides that CH also involved village-owned enterprises to maintain the company's HCV area.</p>	<p>No negative issue to response. The CH shows compliance related these aspects. Describes in more detail in Criterion 6.10 and 6.11.</p>

4.0	CERTIFIED ORGANISATION'S ACKNOWLEDGEMENT OF INTERNAL RESPONSIBILITY		
4.1	Formal Sign-off of Assessment Findings		
	<p>Hereunder sign by management representative from inspected company to acknowledge a field assessment and agree for all content explained in this assessment report, included of non-compliance findings.</p> <p style="text-align: center;">Signed on behalf of:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; text-align: center; vertical-align: top;"> <p>PT Dharma Satya Nusantara (POM 3) Management Representative</p> <p style="text-align: center;"><u>Agustinus Triwibowo</u> Monday, 04 February 2019</p> </td> <td style="width: 50%; text-align: center; vertical-align: top;"> <p>Mutuagung Lestari Lead Auditor</p>  <p style="text-align: center;"><u>Moh Arif Yusni</u> Monday, 04 February 2019</p> </td> </tr> </table>	<p>PT Dharma Satya Nusantara (POM 3) Management Representative</p> <p style="text-align: center;"><u>Agustinus Triwibowo</u> Monday, 04 February 2019</p>	<p>Mutuagung Lestari Lead Auditor</p>  <p style="text-align: center;"><u>Moh Arif Yusni</u> Monday, 04 February 2019</p>
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Appendix 1. List of Stakeholder Contacted in the RSP0 Certification Process

No	Institution/NGO/Community	Address	Phone/Email	Form of Communication	Date of Contact	Response	
						Yes	No
1	Manpower and Transmigration Agency of Kutai Timur Regency	Kutai Timur Regency	-	Interview	15 January 2019	√	-
2	Environment Agency of Kutai Timur Regency	Kutai Timur Regency	-	Interview	15 January 2019	√	-
3	Plantation Agency of Kutai Timur Regency	Kutai Timur Regency	-	Interview	15 January 2019	√	-
4	National Land Agency of Kutai timur Regency	Kutai Timur Regency	-	Interview	15 January 2019	√	-
5	Village Head of Muara Wahau	Kutai Timur Regency		Direct Interview	16 January 2019	√	-
6	Gender Committee of POM 3	POM – 3 PT DSN		Direct Interview	15 January 2019	√	-
7	Labor Union of POM 3	POM – 3 PT DSN		Direct Interview	15 January 2019	√	-
8	Head of oil palm scheme smallholder of Harapan Baru Cooperative	Kutai Timur Regency		Direct Interview	15 January 2019	√	-
9	Head of Muara Wahau Youth Organization (<i>Karang Taruna</i>)	Kutai Timur Regency		Direct Interview	15 January 2019	√	-
10	Head of Village Owned Enterprise (<i>BUMDES</i>)	Kutai Timur Regency		Direct Interview	15 January 2019	√	-
11	Local Contractor of Housing (on behalf of personal)	Kutai Timur Regency		Direct Interview	15 January 2019	√	-
12	Local Contractor of Material Supplier (on behalf of personal)	Kutai Timur Regency		Direct Interview	15 January 2019	√	-
13	POM 3 - 18 Mill Workers	POM 3 – PT DSN		Direct Interview	15 January 2019	√	-
14	LK 3 Estate - Harvesting : 10 worker - Manual Weeding : 8 worker - Storage Keeper : 3 workers - Babysitter : 1 workers - Workhop worker: 3 workers	LK 3 Estate – PT DIN		Direct Interview	17 January 2019	√	-
15	LK 2 Estate - Harvesting : 7 worker - EFB Application : 4 worker - IPM Workers : 3 workers - Spraying workers : 6 workers - Storage Keeper : 3 workers	LK 2 Estate – PT DIN		Direct Interview	17 January 2019	√	-

	<ul style="list-style-type: none"> - Babysitter : 1 workers - Workhop worker: 3 workers 						
16	LK 1 Estate <ul style="list-style-type: none"> - Harvesting : 12 worker - IPM Workers : 2 workers - Spraying workers : 7 workers - Storage Keeper : 3 workers - Babysitter : 1 workers - Workhop worker: 3 workers 	LK 1 Estate – PT DIN		Direct Interview	16 January 2019	√	-
17	WWF	Indonesia	suhandri@wf.or.id	Email	03 January 2019	-	√
18.	Sawit Watch	Indonesia	info@sawitwatch.or.id	Email	03 January 2019	-	√

Appendix 2. Assessment Program

DATE	14 – 19 January 2019	
ACTUAL TIME	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
Monday, 14 January 2019		
04.55 - 08.05 08.50 – 09.45 10.00 – 16.00	Jakarta → Balikpapan Balikpapan → Berau Berau → Site	MAY, AFS, STM
06.25 – 10.05 10.30 – 17.00	Jakarta → Samarinda Samarinda → Sangata	BSH
Tuesday, 15 January 2019		
08.00 – 14.00	Stakeholders consultation to government agencies of Kutai Timur Regency	BSH
08.00 – 09.00	Opening meeting <ul style="list-style-type: none"> • 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) 	MAY, AFS, STM
09.00 – 12.00	Stakeholder consultation to affected communities surrounding the plantations and previous land owner 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 	<ul style="list-style-type: none"> • MAY • STM • AFS
12.00 – 14.00	Break	All Auditor
14.00 – 17.00	Field POM 3 <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 • STM • MAY
Wednesday, 16 January 2019		
08.00 – 12.00	Field Observation to Long Kejiak 1 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
Thursday, 17 January 2019		
08.00 – 12.00	<p>Field Observation to Long Kejiak 2 Estate and Long Kejiak 3 Estate</p> <p>Aspect to be verified :</p> <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, 18 January 2019		
08.00 – 11.30	<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
12.00 – 16.00	Internal discussion by auditor team preparing for Closing Meeting	All Auditor
16.00 – 17.00	<p>Closing Meeting:</p> <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
Saturday, 19 January 2019		
03.00-09.00	PT DSN → BERAU	All Auditor
10.25-14.15	BERAU → BALIKPAPAN → JAKARTA	