

***Roundtable on Sustainable Palm Oil Certification
RSPO***

[✓] Re-Certification

Name of Management : Seumanyam Palm Oil Mill – Socfin SA
 Organisation
 Plantation Name : PT Socfin Indonesia, Seumanyam Estate
 Location : Simpang Deli Kilang Village, Darul Makmur Sub District, Nagan Raya District, Aceh Province, Indonesia.
 Certificate Code : **MUTU-RSPO/154**
 Date of Initial Registration : 17 October 2015
 Date of Certificate Issue : 05 January 2021 Date of License Issue : 05 January 2021
 Date of Certificate Expiry : 16 October 2025 Date of License Expiry : 16 October 2021

Assessment	Assessment Date	PT. Mutuagung Lestari Auditor	Reviewed by	Approved by
RC	15-18 September 2020	Trimadi Nurbayuto (Lead Auditor), Brigitta Prita, Yudhi Yuniarto T, Septian Maulana	Eileen Chiang	Leonada

Assessment	Approved by MUTUAGUNG LESTARI on:
RC	5 January 2021

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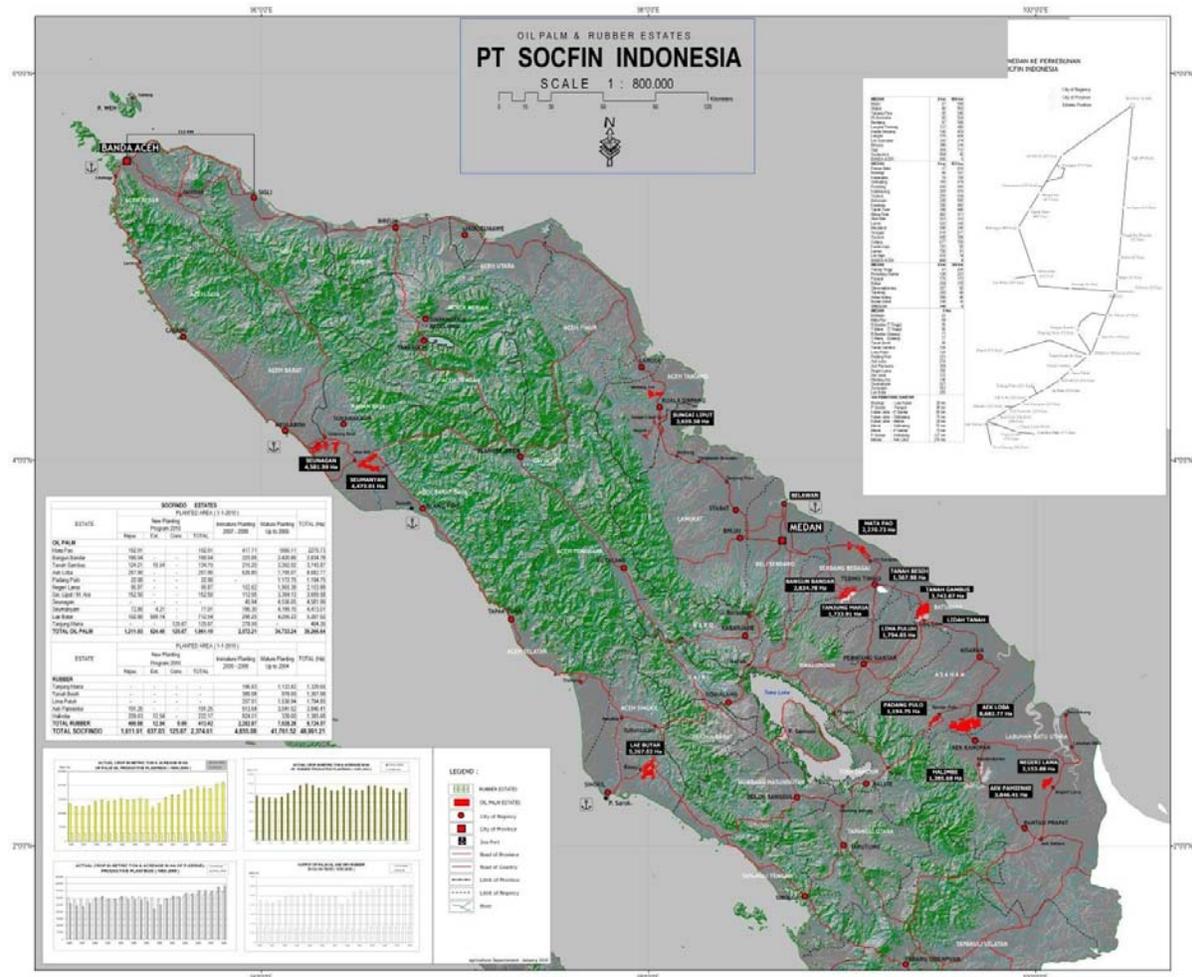
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Figure 1. Location Map of PT Socfin Indonesia.



Abbreviations Used

ACOP	:	Annual Communication of Progress
ANDAL	:	<i>Analisis Mengenai Dampak Lingkungan</i> (environmental impact assessment)
BOD	:	Biological Oxygen Demand
BPJS	:	<i>Badan Penyelenggara Jaminan Sosial</i> (Insurance Body)
BPJS KES	:	<i>Badan Penyelenggara Jaminan Sosial Kesehatan</i> (Health Insurance Body)
BPJS TK	:	<i>Badan Penyelenggara Jaminan Sosial Ketenagakerjaan</i> (Labour Insurance Body)
BPN	:	<i>Badan Pertanahan Nasional</i> (National Land Agency)
BST	:	<i>Bulan Setelah Tanam</i> (months after planting)
CH	:	Certificate Holder
CLA	:	Collective Labor Agreement
COD	:	Chemical Oxygen Demand
CPO	:	Crude Palm Oil
CSPK	:	Certified Sustainable Palm Oil
CSPO	:	Certified Sustainable Palm Oil
CSR	:	Corporate Social Responsibility
DLHK	:	<i>Dinas Lingkungan Hidup dan Kehutanan</i> (Environment and Forestry Agency)
DLW	:	Decent Living Wage
EFB	:	Empty Fruit Bunch
ERP	:	Emergency responses
FFB	:	Fresh Fruit Bunch
FPIC	:	Free Prior Inform and Consent
GHG	:	Green House Gas
HCS	:	High Carbon Stock
HCVs	:	High Conservation Values
HGU	:	<i>Hak Guna Usaha</i> (Cultivation Right)
IK	:	<i>Instruksi Kerja</i> (Work Instruction)
IP	:	Identity Preserved
IPLC	:	<i>Izin Pembuangan Limbah Cair</i> (Effluent Discharge License)
IPM	:	Integrated Pest Management
ISPO	:	Indonesian Sustainable Palm Oil
LK3	:	<i>Lingkungan Keselamatan dan Kesehatan Kerja</i> (Environment Health and Safety)
LKPM	:	Investment Activity Report
OHS	:	Occupational Health and Safety
PEL	:	<i>Penyajian Evaluasi Lingkungan</i> (Environment Impact Assessment)
PermenLH	:	<i>Peraturan Menteri Lingkungan Hidup</i> (Minister of Environment Regulation)
PK	:	Palm Kernel
POM	:	Palm Oil Mill
POME	:	Palm Oil Mill Effluent
PPE	:	Personal Protective Equipment
PROPER	:	<i>Program Penilaian Peringkat Kinerja Perusahaan</i> (Company Performance Rating Program)
RKL-RPL	:	<i>Rencana Kelola Lingkungan – Rencana Pantau Lingkungan</i> (Environment Management and Monitoring Plan)
RSPO	:	Roundtable on Sustainable Palm Oil
SCCS	:	Supply Chain Certification System
SEIA	:	Social and Environmental Impact Assessment
SIA	:	Social Impact Assessment
SIO	:	<i>Surat Izin Operator</i> (Operator License)
SKPT	:	<i>Surat Keterangan Pendaftaran Tanah</i> (Land Registration)
Socfindo	:	Socfin Indonesia

SOP	:	Standard Operating Procedures
USDA	:	United States Department of Agriculture
WHO	:	World Health Organization
WWTP	:	Waste Water Treatment Plant

1.0	Scope of the Certification Assessment		
1.1	Assessment Standard Used	<ul style="list-style-type: none"> Principles and Criteria for Sustainable Palm Oil Production 2018, The Indonesia National Interpretation, Endorsed by the RSPO Board of Governors on 20 April 2020. RSPO Certification System for Principles and Criteria, 14 June 2017. 	
1.2	Organization Information		
1.2.1	Organization name listed in the certificate	PT Socfin Indonesia – Socfin SA	
1.2.2	Contact person	Andria Zulmanitra	
1.2.3	Organisation address and site address	<ul style="list-style-type: none"> RSPO registered company: Societe Financiere des Caouthchoucs 4, Avenue Guillaume 1650, Luxembourg. Liaison Office: Jl. K.L. Yos Sudarso No. 106, Medan 20115, Provinsi Sumatera Utara. 	
1.2.4	Telephone	(+62-61) 6616066	
1.2.5	Fax	(+62-61) 6614390	
1.2.6	E-mail	andria@socfindo.co.id	
1.2.7	Web page address	www.socfindo.com	
1.2.8	Management Representative who completed the application for certification	Andria Zulmanitra Head of Sustainability Sub Department	
1.2.9	Registered as RSPO member	1-0269-19-000-00 – 06 December 2004	
1.3	Type of Assessment		
1.3.1	Scope of Assessment and Number of Management Unit	Seumanyam Mill and Seumanyam 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
	Seumanyam	Simpang Deli Kilang Village, Darul Makmur Sub District, Nagan Raya District, Aceh Province.	3° 57' 55" N 96° 33' 55" E
1.4.2	Location of Certification Scope of Supply Base		
	Name of Supply Base	Location	Coordinate
			Latitude Longitude
	Seumanyam Estate	Simpang Deli Kilang Village, Darul Makmur Sub District, Nagan Raya District, Aceh Province.	3° 57' 58" N 96° 33' 48" E
1.5	Description of Area Statement		
1.5.1	Tenure		
	<ul style="list-style-type: none"> State 	4,446.63 Ha	

	• Community	- Ha
1.5.2	Area Statement	
	• Total area	4,446.63 Ha
	• Mature area	4,161.56 Ha
	• Immature area	228.62 Ha
	• Emplishment	39.92 Ha
	• Effluent	3.93 Ha
	• Nursery	4.30 Ha
	• Bamboo	2.35 Ha
	• HCV	5.95 Ha
	Note: Total HCV are is 60.19 Ha (in planted area: 54.24 ha and outside planted area: 5.95 ha).	
1.6	Planting Year and Cycles	
1.6.1	Age profile of planting year	
	Planting Year	Hectarage (Ha)
		Seumanyam Estate
		Total (Ha)
	1989	69.00
	1990	392.01
	1991	167.01
	1992	108.00
	1993	153.00
	1994	170.00
	1995	242.00
	1996	246.00
	1997	163.00
	1998	166.00
	1999	179.00
	2000	207.99
	2001	165.00
	2002	114.00
	2003	138.00
	2004	173.00
	2005	234.99
	2006	196.00
	2007	196.00
	2010	77.00
	2011	114.00
	2012	132.00
	2013	124.00
	2014	81.27
	2015	26.04
	2016	56.01
	2017	71.24
	Sub Total Mature	4,161.56
	2018	82.91

	2019	110.62	110.62
	2020	35.09	35.09
	Sub Total Immature	228.62	228.62
	TOTAL	4,390.18	4,390.18
1.6.2	New Planting area after January 2010	0 Ha	
1.6.3	Planting Cycle	2 nd Cycle	
1.7	Description of Mill and Supply Base		
1.7.1	Description of Mill		
	Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)
			CPO
			Out put (tonnes)
			Extraction (%)
			Palm Kernel
			Out put (tonnes)
			Extraction (%)
	Seumanyam	23	109,180.74
			25,005.78
			22.90
			4,295.05
			3.93
	<i>*Production data source from 12 months before assessment (1 September 2019 – 31 August 2020)</i>		
1.7.2	Description of Certification Scope of Supply Base		
	Name of Estate	Total Area (Ha)	Production Area (Ha)
			FFB (tonnes/year)
			Yield (tonnes/ ha/year)
			Supplied to Mill
			FFB (tonnes/year)
			%
	Seumanyam	4,446.63	4,161.56
			109,180.74
			26.24
			109,180.74
			100
	TOTAL	4,446.63	4,161.56
			109,180.74
			26.24
			109,180.74
			100
	<i>*Production data source from 12 months before assessment (1 September 2019 – 31 August 2020)</i>		
1.7.3	FFB description from other source		
	Name of sources/ Organisation	Type of Organisation	number of smallholders
			Production Area (Ha)
			Supplied to Mill
			FFB (tonnes/year)
	-	-	-
			-
	TOTAL		
			-
	<i>*Production data source from 12 months before assessment (1 September 2019 – 31 August 2020)</i>		
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 (MT) 16 January 2020 – 16 January 2021	Last Year Actual Certified Volume (1 September 2019 to 31 August 2020) (MT)
	FFB Processed	113,640.65	109,180.74
	CPO Production	26,880.13	26,625.73
	Palm Kernel (PK) Production	4,659.27	4,334.61
	<i>*There is opening stock for CSPK as much as 39.56 ton on August 2019</i>		
1.8.2	Product selling		
	Type of selling product	Actual selling product for last year (1 September 2019 to 31 August 2020) (MT)	
	CSPO sold as RSPO certified product	24041.18	
	CSPK sold as RSPO certified product	4297.30	

	CSPO sold under other scheme								-
	CSPK sold under other scheme								-
	CSPO sold as conventional								-
	CSPK sold as conventional								-
	<ul style="list-style-type: none"> The Company has two CPO Tank at Seumanyam Mill with capacity of 700 MT and 50 MT. The Company has CPO bulking Pulau Kayu Susoh consist of tank number 03 with capacity of 1000 MT and tank number 4 with capacity of 2000 MT. There is opening stock for CSPK as much as 39.56 ton (August 2019) There is opening stock for CSPO as much as 1,619.95 ton (August 2019). 								
1.8.3	Estimate of Certified FFB Claim								
	Name of Estate	Total Area (Ha)	Production Area (Ha)	FFB (tonnes/year)	Yield (tonnes/ha/year)				
	Seumanyam	4,446.63	4,161.56	114,650	27.55				
	TOTAL	4,446.63	4,161.56	114,650	27.55				
	<i>*Projected FFB production for 12 months of certificate (17 October 2020 – 16 October 2021).</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 (%)		
	Seumanyam	23	114,650	27,000	23.55	4,600	4.01	IP	
	<i>*Projected CSPO and CSPK production for 12 months of certificate (17 October 2020 – 16 October 2021).</i>								
1.9	Other Certifications								
	Others			ISPO – (FMS40027) by PT SAI Global Indonesia, valid through 18 Dec 2021					
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							
	Indonesia								
	Tanah Gambus	2011	Tanah Gambus	2011	Lima Puluh Sub-District Batu Bara District.	Certified on November 4, 2011 Certified in November 2016			
	Bangun Bandar	2011	Bangun Bandar	2011	Dolok Masihul Sub-District, Serdang Bedagai District.s	Certified on November 11, 2011 Certified in November 2016			
	Negeri Lama	2014	Negeri Lama	2014	Bilah Hilir Sub District, Prapat Labuhan Rantau Station Batu District	Certified on March 10, 2016 Certified on May 29, 2019			

Mata Pao	2014	Mata Pao	2014	Teluk Mengkudu Sub District, Serdang Bedagai District	Certified on April 25, 2014 Certified on April 25, 2016 Certified on July 19, 2019
Sungai Liput	2014	Sungai Liput	2014	Kejuruan Muda Sub District, Aceh Tamiang District	Certified on May 5, 2014 Certified on May 5, 2016 Certified on July 10, 2019
Aek Loba	2014	Aek Loba	2014	Aek Kuasan Sub District, Asahan District	Certified on April 14, 2014 Certified on April 15, 2016 Certified on July 21, 2019
Seunagan	2014	Seunagan	2014	Purwodadi Village, Kuala Pesisir Sub District, Nagan Raya District	Certified on November 30, 2015
	2018	Blok 52 B (30,63 ha) dan 69 B (21,93 ha)	2018		Certified on December 31, 2019
Seumanyam	2014	Seumanyam	2014	Simpang Deli Village, Darul Makmur Sub District, Nagan Raya District	Certified on October 17, 2015
Lae Butar	2014	Lae Butar	2014	Rimo Village, Gunung Meriah Sub District, Aceh Singkil District	Certified on November 30, 2011
	2020	Divisi 5 of Lae Butar Estate	2020		Certified on February 2, 2018
Africa					
Okomu oil Palm Company Limited	2019	Okomu Main Estate	2019	Nigeria, Africa	Certified on 2019
Okomu, Extension 1 Estate	2020	Okomu extension 1 Estate	2020	Nigeria, Africa	Uncertified Ongoing court case regarding land
Okomu, Extension 2 Estate	2021	Okomu extension 2 Estate	2021	Nigeria, Africa	Uncertified For Final LUCA expected to be sent to RSPO for verification in April 2020 after meeting and LUCA Training with RSPO.
Safacam	2020	Safacam estate	2020	Cameroon, Africa	Uncertified For Final LUCA expected to be sent to RSPO for verification in April 2020 after meeting and LUCA Training with RSPO.
Socapalm	2021	Dibombari, Edéa, Mbongo, Mbambou, Kienké	2021	Cameroon, Africa	Uncertified Not completed, will be completed after Socapalm has done all their HCV

					Assessments.	
	Brabanta	2021	Brabanta Estate	2021	Republic of Congo	<p>Uncertified</p> <p>For Final LUCA expected to be sent to RSPO for verification in April 2020 after meeting and LUCA Training with RSPO.</p> <p>Since acquisition 3 land disputes have been made of which all are resolved. There are no labor disputes or legal non-compliances.</p>
	Plantations Socfinaf Ghana (PSG)	2021	PSG Estate	2021	Ghana	<p>Uncertified</p> <p>For Final LUCA expected to be sent to RSPO for verification in April 2020 after meeting and LUCA Training with RSPO.</p>
	SAC, Sierra Leone	2020	SAC Estate	2020	Sierra Leone	<p>Uncertified</p> <p>There is currently 1 open land dispute which is undergoing resolution processes</p>
	Agripalma	2021	Agripalma Estate	2021	Sao Tome	<p>Not completed, will be completed after Agripalma has done all their HCV Assessments.</p>
1.10.2	Progress of Associated Smallholders and Out growers for Certifiable Standard					
	The Company didn't have associated smallholders and out growers.					

2.0	ASSESSMENT PROCESS
2.1	Assessment Team
RC	<p>1. Trismadi Nurbayuto (Lead Auditor). Indonesian Citizen. Diploma of Forest Management from Forestry Faculty; Associate Degree of Economic from Economic and Management. He has experienced as field assistant on oil palm plantation year of 2008. Therefore, he has experienced as HCV and SEIA Assessor on 2010-2013. He has been followed HCV identification and management training; ISO training (9001:14001; 22000); ISPO Lead Auditor's training; Safety Expert; RSPO Lead Auditor's; OHS Auditors by Government Regulation No 50 year of 2012; RSPO Next, and SA 8000. He has been conducted audit on ISPO and RSPO scheme since year of 2013 as an Auditor on several aspect as environment, OHS, Legality, Best Management Practices, Social, Worker Welfare, Conflict Resolutions, Long term Business Plan and Supply Chain on Palm Oil Mill. In this audit activity performs the assessment of the best management practice, long-term business plan, conservation, GHG, waste management and social.</p> <p>2. Brigitta Prita (Auditor). Citizen of Indonesia. Bachelor of Forestry, Department of Forest Resources Conservation and Ecotourism. She had attended Training ISPO by Commission ISPO on June 2013, Training ISO 9001:2008 Quality Management System on January 2014, In House Training 17021 and 17065 management system and Product Quality, Training High Conservation Value by IPB on September 2015, In House Training HCV on August 2016, In House Training Roundtable Sustainable Palm Oil on January 2014; In House Training ISO 14000:2004 Environmental Management System, Training Lead Auditor RSPO by Daemeter and Proforest on July 2017; Training SA 8000 by Internal Company; Training Lead Auditor Supply Chain by BM Trada on June 2018; and Training social & worker welfare from RSPO on January 2019. She has been audited experience ISPO & RSPO since April 2013 in the environmental, conservation, waste management and worker welfare aspects. In this audit activity performs the assessment of legalities, time bound plan and Supply Chain.</p> <p>3. Yudhi Yuniarto Tallutondok (Auditor). Indonesian citizen, Bachelor of Fisheries, Padjadjaran University. Have experience of working over three years since 2013 as plantation operations staff in private palm oil plantation companies in Indonesia. Training have been followed including Auditor of Indonesian Sustainable Palm Oil (ISPO), Lead Auditor of Roundtable on Sustainable Palm Oil (RSPO) P&C, Lead Auditor of ISO 9001:2015, Lead Auditor of ISO 14001:2015, ISO 22000:2009, ISO 19011:2011, Social Accountability 8000, Basic Management Development Program Agronomy, Fire Anticipation on Land and Forest, Potential Mapping and Conflict Resolution in Production Forests, Awareness ISO 17021 and ISO 17065. Has participated in audit activities for the ISPO and RSPO scheme since 2017 for agronomy, OHS, labor, social and legality aspects. In this audit activity performs worker welfare and OHS.</p> <p>4. Septian Maulana (Observer). Indonesian Citizen, Bachelor of Economic, Pamulang University. Have experience as sustainability staff on oil palm plantation. Training have been followed including Occupational Health and Safety Expert Candidate certification by Ministry of Manpower and Transmigration of Indonesia; Awareness Integrated Management Systems (ISO 9001:2015, ISO 14001:2015, ISO 45001:2018); Basic Fire Fighting; Basic First Aid; Understanding the regulations and technical aspects of environmental management; Training of Immobilization after a venomous snake bite; Awareness ISO 19011:2011; Awareness ISO 17065:2012; Awareness ISO 17021:2015. In this audit activity performs as an Observer.</p>
2.2	Assessment Methodology, Assessment Process and Locations of Assessment
2.2.1	Figure of person days to implement assessment
RC	<p>Number of auditors: 3 auditors. Number of days for RC at site: 4 days. Number of working days for RC at site: 12 Working days.</p>
2.2.2	Assessment Process
RC	<p>The assessment was conducted by measuring the sufficiency of implementation with the consistency done by the PT Socfin Indonesia to the requirements of Principles and Criteria for Sustainable Palm Oil Production 2018 The Indonesia National Interpretation Endorsed by the RSPO Board of Governors on 205h April 2020 and RSPO Certification System for Principles and Criteria, 14 June 2017.</p>

	<p>The assessment was conducted in three methods: (1) document review, aiming to observe the sufficiency of types or substances from required documents; (2) <i>interview</i>, aiming to obtain more detailed information and cross check the information; and (3) field observation, aiming to observe directly the sufficiency of implementation on site.</p> <p>Some opportunities for improvement of the results <i>RC</i> delivered by the MUTU auditor to the management unit and the results are the subject will be verified at the next assessment phase (<i>ASA-1.1</i>).</p> <p>Improvement of findings from <i>previous assessment findings</i> were observed by auditors at this <i>RC</i> assessment. All information obtained was recorded in Check List of PT Mutuagung Lestari (MUTU) and part of <i>RC</i>.</p> <p>The assessment program please find Appendix 2.</p>
<p>2.2.3</p>	<p>Locations of Assessment</p>
<p>RC</p>	<p>Seumanyam Mill.</p> <ul style="list-style-type: none"> • Security Post. Observation and interview related worker welfare, OHS, Supply Chain and others. • Station weighbridge. Observation and interview with weighbridge operator related FFB receipts. • Kernel Sillo, with capacity of 45 ton (2 unit). Observation related kernel storage. • CPO Tank, with capacity of 700 ton and 50 ton (2 unit). Observe related CPO storage. • Loading Ramp and Grading Station, observation and interview with sortation operator related OHS, and worker welfare. • Sterilizer Station, observation and interview with sterilizer operator related OHS, work instruction and worker welfare. • Engine Room Station, observation and interview with engine room operator related OHS and worker welfare. • Boiler Station, observation and interview with boiler operator related OHS, work instruction and worker welfare. • Warehouse, observation and interview related OHS facility, environment, worker welfare and others. • Water Treatment Plant. observation and interview related OHS facility, environment, worker welfare and others. • Hazardous Waste Store. observation and interview related OHS facility, environment, worker welfare and others. • Chemical Store. observation and interview related OHS facility, environment, worker welfare and others. • Effluent Pond. observation and interview related OHS facility, environment, worker welfare and others. • Water Inlet (Alue Getah River). observation and interview related OHS facility, environment, worker welfare and others. • Effluent Discharge. observation and interview related OHS facility, environment, worker welfare and others. • EFB station. observation and interview related OHS facility, environment, worker welfare and others. <p>Seumanyam Estate.</p> <ul style="list-style-type: none"> • Housing area. Observation and interview related facilities in housing area, domestic waste, emergency response and others. • Daycare. Observation and interview related activity in day care, committee gender and others. • Mixing chemical area and washing area. Observation and interview related mixing chemical activity, handling of chemical spills, medical check up and others. • Temporary chemical store. Observation and interview related chemical storage. • Emergency Equipment. Observation related monitoring of emergency equipments. • Landfill area at Block 45 Division 2. Observation and interview related domestic waste, every Saturday anorganic waste collected in this landfill and the location is far from housing area. • Pesticides Applicator, Block 42. Observation and interview with worker about recruitment, promotion, mutation, worker status, salary, OHS implementation, and socialization of company policy. • Harvesting, Block 46. Observation and interview with worker about recruitment, promotion, mutation, worker status, salary, OHS implementation, and socialization of company policy. • Harvesting, Block 78. Observation and interview with worker about recruitment, promotion, mutation, worker status, salary, OHS implementation, and socialization of company policy. • Replanting Area. Block 49. Observation and interviews related to the replanting period, the method used and the next replanting plan.

	<ul style="list-style-type: none"> • Manuring (Spreader). Observation and interview with worker about recruitment, promotion, mutation, worker status, salary, OHS implementation, and socialization of company policy. • Census of Pest and Diseases, Block 08. Observation and interview with worker about recruitment, promotion, mutation, worker status, salary, OHS implementation, and socialization of company policy. • Alue Getah River, Block 36. Observation the vegetation, warning sign, and HCV condition. • Alue Rumbia River, Block 53. Observation the vegetation, warning sign, and HCV condition. • Boundary stones 17, 34, 50. Observation the boundary stone condition and monitoring result. • Bulking Pulau Kayu Susoh, observation related CPO Storage at Bulking, there are 2 tank with tank number 03 capacity of 1000 MT and tank number 4 capacity of 2000 MT. • Fuel Tank. Observation related management of fuel and condition of fuel tank, OHS aspect. • First aid room. Observation related to OHS and environment aspect. <p>Stakeholder</p> <ul style="list-style-type: none"> • Consultation stakeholders by phone with government institutions (Environment Agency, Manpower Agency, Plantation Agency) of Nagan Raya Agency and communities (<i>Keuchik Gampong Deuli Kilang, Pantan Bayu, Pulo Tengah</i>) including previous land owners on September 16, 2020.
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 <i>PT Socfin Indonesia</i> was held by:</p> <ul style="list-style-type: none"> • Public Notification on website www.rspo.org on August 13, 2020 to September 13, 2020 and www.mutucertification.com on August 12, 2020. • Public consultation meeting with government institution of Nagan Raya Agency date on September 16, 2020. • Public consultation meeting with communities including previous land owners (<i>Keuchik Gampong Deuli Kilang, Keuchik Gampong Pantan Bayu and Keuchik Gampong Pulo Tengah</i>) on September 16, 2020. • Public consultation with non government organization (WWF, WALHI, Sawit Watch, AMAN) on 7 September 2020. • Public consultation meeting with internal stakeholders and contractor on September 16 & 17, 2020. <p>Numbers of input from stakeholders were clarified by <i>PT Socfin Indonesia</i>.</p>
2.3.2	<p>Stakeholder contacted</p> <p><i>Please find appendix 1</i></p>
2.4	Determining Next Assessment
	The next visit <i>ASA-1.1</i> will be conducted eight (8) month to twelve (12) month after certificate issued.

3.0 ASSESSMENT FINDINGS

3.1 Summary of Assessment Report of the RSPO Certification

MUTUAGUNG LESTARI has conducted an assessment of Seumanyam POM – PT Socfin Indonesia, Socfin SA operation consisting of one (1) mill and one (1) oil palm estate.

During the assessment, there were two (2) Major Nonconformities were assigned against Critical Compliance Indicators one (1) Minor nonconformity were assigned against Non-Critical Compliance Indicators and five (5) opportunities for improvement were identified.

Further explanation of the non-conformities raised and corrective actions taken by the company are provided in section 3.5. The company has already prepared and implemented the corrective actions that had been reviewed and accepted by Auditors in form of documentation evidences e.g. (document record/photographic).

MUTUAGUNG LESTARI found that Seumanyam POM – PT Socfin Indonesia, Socfin SA group complied with the requirements of Principles and Criteria for Sustainable Palm Oil Production 2018, The Indonesia National Interpretation, Endorsed by the RSPO Board of Governors on 20 April 2020 and RSPO Certification System for Principles and Criteria, 14 June 2017.

Therefore, MUTUAGUNG LESTARI Recommends RSPO Certification of compliance is **issued**.

Ref Std.	VERIFICATION RESULT of MUTU-Certification	
PRINCIPLE #1 BEHAVE ETHICALLY AND TRANSPARENTLY		
1.1 The unit of certification provides 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 - 1.1.4 The company has a Social Communication Procedure No. SOC/PSM/9.01, Edition 01, Revision 06, Effective date April 1, 2020, Scope: This procedure applies to handling information, aspirations, consultation and communication between the company and its stakeholders.</p> <p>Publicly available company documents or information, based on Social Communication Procedure No. SOC/PSM/9.01, Edition 01, Revision 06, covering:</p> <ul style="list-style-type: none"> ▪ Cultivation Rights Certificate ▪ Occupational health and safety plan ▪ Documents of environmental impact assessment (AMDAL) and social impact assessment (SIA) ▪ Pollution prevention and reduction plan ▪ Negotiation procedure ▪ Continual improvement program ▪ Summary of certification assessment report ▪ Human Rights Policy ▪ Company policy ▪ Code of conduct for workers and suppliers <p>The company showed the book “Seumanyam Estate information request record”, it is known that there are no requests for information from stakeholders aimed at the company for the 2015-2020 period.</p> <p>Companies can show proof of socialization of PT Socfindo's policies to stakeholders, including:</p> <ul style="list-style-type: none"> ▪ Socialization of PT Socfindo's policies to the Head of Department of Manpower and Transmigration, Department of Manpower and Transmigration of Nagan Raya, on September 9, 2020. ▪ Socialization of PT Socfindo's Policy to the Sukamulia Village Secretary, on September 9, 2020. 		

- Socialization of PT Socfindo's Policy to Head of Alue Geutah Village, on September 9, 2020

Based on interview with several stakeholders, such as: Head of Alue Getah Village, Manpower Agency representatives. It's known that they have understood the Socfindo's Policy. The company was socialized that policy on Bahasa Indonesia language.

The company showed evidence that the information has been received by stakeholders, for example:

- The company showed evidence of the labor report period 2018 No. 23662.20190726.0001 dated 26 July 2019 and the period 2019 No. 23662.20200730.0001 dated 30 July 2020.
- Evidence of the fire monitoring report for the period January-June 2020 No. Letter SY/X/Bi/229/2020 dated July 14, 2020. Received by the Head of the Environment and Forestry Agency (DLHK) of Aceh on July 24, 2020, received by the Head of Department of Manpower and Transmigration, Nagan Raya Regency on July 27, 2020, received by the Regent of Nagan Raya Regency on August 24, 2020.
- Effluent and hazardous waste management report for 1st quarter of 2020 to the Environment Agency of Nagan Raya Regency dated 10 July 2020. While reported to the Environment and Forestry Ministry by online system dated 28 April 2020 with ID number: 1588045620-8.
- Environment monitoring and management report for 1st Semester of 2020 to the Environment Agency of Nagan Raya Regency dated 10 July 2020.

Based on interview with several stakeholders, such as: Manpower Agency representatives, and environmental and forestry Agency representatives, It's known that they have understood the reports. The company was socialized the reports on Bahasa Indonesia language.

1.1.5

The company maintains a list of contacts and stakeholder details explaining the name, institution, title, contact number and address. The list of stakeholders was updated on August 3, 2020, including Internal stakeholders (Principal Director, General Manager, Head of Department, Group Manager, Manager, Staff, Employees, Technical I, Head of Assistant I, Technical II, Assistant I, Assistant II, Assistant III, Assistant IV, Head of Administration) and External (Government Agencies of Nagan Raya Regency, Government Agencies of Darul Makmur District, Villages around Seumanyam Estate, Workers Union, Chair of the Gender Committee, Head of Susoh Installation, Integrated healthcare, and Contractors/suppliers including cooperatives).

Status: Comply

1.2

The unit of certification commits to ethical conduct in all business operations and business transactions.

1.2.1

The company has policies that can be accessed by the public on the website <https://www.socfindo.co.id> and available in the appropriate language, these policies include:

- Employee and Corporate Code of Ethics (Edition 2 - March 2019)
- Supplier Code of Ethics (Edition 1 - March 2019)
- Quality Policy (Revised and adopted in June 2019)
- Socfin Group policy for responsible management (Adopted in June 2019)
- No Deforestation, Development on Peat & Environmental Policy (Adopted in June 2019)
- Non Discrimination and Equal Opportunity Policy (Adopted in June 2019)
- Decent Living Wage Policy (Adopted in June 2019)
- Freedom of Association Policy (Adopted in June 2019)
- No Forced Work Policy (Adopted in June 2019)
- Child Protection Policy (Adopted in June 2019)
- Reproductive Rights Policy (Adopted in June 2019)
- Prevention of Violence and Harassment Policy (Adopted in June 2019)
- Human Rights Defenders Policy (Adopted in June 2019)
- Grievance Policy (Adopted in June 2019)
- Occupational Safety and Health Policy (Adopted in June 2019)

Companies can show proof of socialization of PT Socfindo's policies to stakeholders, including:

- Proof of socialization of PT Socfindo's policies to the Head of Manpower and Transmigration Agency, Manpower and Transmigration Agency of Nagan Raya, on September 9, 2020.
- Proof of Socialization of PT Socfindo's Policy to the Sukamulia Village Secretary, on September 9, 2020.
- Proof of Socialization of PT Socfindo's Policy to Head of Alue Geutah Village, on September 9, 2020

The company showed the Palm Kernel Transport Agreement (IKS) No. PD-GM/X/527/2019, December 23, 2019, in Clause II (transportation conditions), point 16 explains that the Second Party must comply with all RSPO requirements, including:

- Understanding PT Socfindo's policies and the code of conduct for workers and contractors accessible at www.socfindo.co.id (<https://www.socfindo.co.id/sustainability#a3>)
- Meet the applicable minimum wage
- Do not employ minors (<18 years)
- Enroll workers in BPJS healthcare and Social Security
- No discrimination (religion, race, sex, gender, national origin, disability, caste, union membership, political affiliation, age)
- Protect workers' reproductive rights
- Prohibition of forced labor and human trafficking
- Prevention of sexual harassment, violence and abuse
- Complying with relevant laws and regulations
- To submit complaints can access: <https://www.socfindo.co.id/contact-us>
- To submit a request for information or aspirations, please submit it via email: head_office.co.id

The obligation to understand the policies and code of conduct stated in the agreement signed by PT Socfin and the contractor. Based on the results of interviews with contractors, it is known that they have understood the applicable policies at PT Socfindo.

1.2.2

The company showed financial audit reports dated March 12, 2020. According to the financial auditor's opinion, the financial statements are presented fairly. The financial position of PT Socfin Indonesia as of December 31, 2019 as well as its financial performance and cash flows for the year ended on that date, are in accordance with Indonesian Financial Accounting Standards. The company carries out internal RSPO audits to monitor and carry out the implementation and overall business practices. From the company's financial side, carried out by independent auditors to ensure fairness in the presentation of reports on financial transactions conducted by the company.

Status: Comply

PRINCIPLE #2 OPERATE LEGALLY AND RESPECT RIGHTS

2.1

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

2.1.1 and 2.1.2.

The Company showed mandatory reports for 2020 period, such as:

A. Legality

- Investment Activity Report (*LKPM*) semester I of 2020 to the Regional Investment Coordinating Board of West Aceh Regency on July 14, 2020 (Report number LK682577).
- Report on PT Socfin Indonesia land use permit for 2020 period to the National Land Agency on September 9, 2020.
- Plantation business report for semester I of 2020 (January - June) to the Agriculture and Plantation Office of Nagan Raya Regency on August 10, 2020.
- Plantation business report for semester II of 2019 (July - December) to the Agriculture and Plantation Office of Nagan Raya Regency on July 10, 2020.

Procedure for identification and evaluation of regulatory compliance with document number SOC / PSM / 4.05 edition 01 revision 08 dated May 15, 2017 approved by the Principal Director and General Manager. The Company showed

identification and evaluation of compliance with regulations and requirements which inform aspects, regulations or requirements, application methods, evidence of implementation, status, follow-up and non-conformities updated on July 6, 2020. Example: 58 OHS regulations, 87 environment regulations, 82 regulations of workers welfare, legality and others.

B. Best Management Practice

- The company has a program to reduce the use of paraquat dichloride, as evidenced by no longer using pesticides with active ingredient paraquat dichloride in 2020. The company is replacing the use of pesticides with active ingredient, WHO class 1a *brodifacoum*, with pesticides with active ingredients *coumateryl* with a blue symbol on the packaging. Based on the regulation of the Ministry of Agriculture No. 39/Permentan/SR.330/7/2015 Annex XI point II, the blue symbol is included in WHO class III which is quite dangerous.
- The company does not use fire in land preparation for replanting, based on the results of visits to Division II Block 49, the replanting location was not found any remains of burning.
- Based on the results of field visits in the chemical storage warehouse at the Seumanyam Mill, it is known that the chemical warehouse has been equipped with a hazardous material symbol, ventilation, and OHS facilities such as a first aid kit, fire extinguisher and Eyewash Shower which are still function.

C. Manpower Aspects

- Decree of the Head of the Manpower and Transmigration Office of Nagan Raya District concerning the Determination of the Minimum Wage for the Province of Aceh for 2020. Based on the letter, it is known that the minimum wage for the province of Aceh in 2020 is IDR 3,165,031.
- Aceh Governor Decree number 560/1774/2019 concerning District/City Minimum Wages in Aceh Province in 2020 which explains that the minimum wage in 2020 is IDR 3,165,031 and will take effect from January 1, 2020.
- The company has complied with the ratified international law such as ILO Minimum age convention, 1973, ILO Safety and Health in Agriculture Convention 2001, ILO Convention 169 (1989), ILO Convention 29 (1930) forced labor, United National convention againsts corruption (2000) and others.

D. OHS Aspects

- The Company has 20 Lifting Operators, 1 Generator Set Operator, 4 Welders, 4 Sterilizer Operators, 5 Boiler Operators, 1 First Aid Officer, 1 OHS Expert, 2 OHS Electric Technicians, 1 OHS Chemical Technician and 1 OHS Fire Technician. The Company showed a sample license document for lifting operators with registration number Ser.26006/OPK3/PAA-LT/XI/2018 dated 5 November 2018 and valid until 5 November 2023.
- The results of the check conducted by the Aceh Province labor inspectorate for generator set engines (on July 24, 2020) and boilers (on March 30, 2019) with the results that the machines were in good condition and ready for use.

E. Environment Aspects

- Hazardous waste store permit in accordance to the Head of the Investment and Integrated Service Office of Nagan Raya Regency decree number 503.10/00/2019 dated 10 January 2019 valid till 10 January 2024. There are two points with coordinate N 3°57'54"; E 96°33'55" and N 3°57'56.3"; E 96°33'53".
- Surface water utilization permit from Ministry of public works and people's housing number 385/KPTS/M/2019 dated 25 April 2019 valid till 25 April 2024.
- Effluent discharge permit in accordance to the Head of the Investment and Integrated Service Office of Nagan Raya Regency decree number 503.11/00/2019 dated 10 January 2019 valid till 10 January 2024.

The Company was conducted Internal audit date on, 11-13 August 2020 (audit findings are still in the follow-up process).

2.1.3.

LK3 Patrol Procedure with document number SOC / PSM / 4.12 effective May 15, 2017 was approved by the General Manager and Principal Director.

Based on Patrol document, which is carried out every month for the 2020 period (January - September 2020), the

information of poles such as the identity / number of poles, the condition of poles, the position of poles and the determination of the coordinate points. The results of monitoring on September 3, 2020 found that the poles were in good condition. Observation field at poles area with *HGU* No.17 & 34 and *HGU* No.50 & 59 Division III, the conditions of the poles were well maintained and the poles information was clearly legible.

Status: Comply

2.2 All contractors providing operational service and supplying labour, and Fresh Fruit Bunch (FFB), comply with relevant legal requirements.

2.2.1.
The Company showed the list of contractors for 2020 period consist of CV Sinar Suri Sentana and PT Pancaran Maritim Transportindo.

2.2.2 & 2.2.3.
The Company showed a letter of cooperation agreement with a third party, including:

- The palm kernel transportation agreement (PK) number PD-GM / X / 527/2019 dated December 23, 2019 between the company and CV Sinar Suri Sentana is valid from January 1, 2020 – December 31, 2020.
- The palm oil transportation agreement (PK) number PD-GM / X / 439/2018 via Sea Ship dated November 9, 2018 between the company and PT Pancaran Maritim Transportindo is valid from January 1, 2019 - December 31, 2020.
- The palm oil transport agreement (CPO) with number PD-GM / X / 526/2019 dated December 23, 2019 between the company and CV Sinar Suria Sentana from January 1, 2019 – December 31, 2020.

Each agreement has included provisions on the prohibition of not employing children under 18 years of age and prohibitions on forced labor and human trafficking.

In the CLA, the second party must comply with all RSPO requirements, including: understanding PT Socfindo policies and code of ethics for workers and contractors, which can be accessed at www.socfindo.co.id; meet the applicable minimum wage, do not employ underage children, involve workers in health insurance (*BPJS Kes*) and workers insurance (*BPJS TK*).

There is an evaluation of contractor work in August 2020 which informs PPE, SIO, workers habitat, workers (evidence of payment of *BPJS KES & TK*, worker salary slips and others), quality of work and others. The results of the evaluation show that the above aspects have been appropriate. Example:

CV Sinar Suria Sentana.

- Evidence of payment for *BPJS TK* for CV Sinar Suria Sentana in September 2020 with a code of contribution 200903336945 for 6 employees of IDR 263,647 on September 17, 2020 through Mandiri E-Payment *BPJS TK*. Based on interviews and documentation show that employees have received Healthy Indonesia Cards from the Aceh Government. For example: Card number 000221270951 (Health facility level 1). The salary slip for employees is the minimum wage of IDR 3,165,031, -.

Interview with transporters CPO (PT Pancaran Maritim Transportindo), its know :

- There CLA for CPO transporter it valid for one year.
- The payment was paid regularly.
- The transporter has been paid *BPJS TK & KES* for they workers.
- There is no complaint for transporter.
- The payment slip for workers has been give every month and their wages are above the minimum wage.

Status: Comply

2.3 All FFB supplies from outside of the unit of certification are from legal sources.

2.3.1 & 2.3.2.
The Company does not receive fruit from other plantations, the FFB that enters the mill only comes from the own plantation (Seumanyam Estate).

Status: Comply

PRINCIPLE #3 OPTIMISE PRODUCTIVITY, EFFICIENCY, POSITIVE IMPACTS AND RESILIENCE

3.1 There is an implemented management plan for the unit of certification that aims to achieve long-term economic and financial viability.

3.1.1

The company has a company long-term plan document for the period 2017-2021 that has been approved by the General Manager on October 03, 2016, the long-term plan describes the projected FFB harvest, CPO and PK extraction rates, Production Costs (FFB, CPO and PK), Estimated prices and Financial Indicators.

3.1.2

The company can show the replanting plan document for the 2020-2024 period, with the following data:

Year	Ha	Plant	SPH	Realization Plant
2020	34.24	4,896	143	4,785
2021	108.31	15,488	143	-
2022	65.78	9,407	143	-
2023	175.92	25,157	143	-
2024	189.55	27,106	143	-

The company showed the document "Progress of Replanting Program 2020" for June 2020, which describes the type of work and its achievements.

3.1.3

The company showed the documents of the Management Review Meeting, discussing about:

- Internal audit results 11-13 August 2020 (audit findings are still in the follow-up process)
- RSPO External Audit Results August 5, 2019 (All findings have been followed up)
- SCCS Audit Results August 13, 2020 (findings are still in follow-up process)
- Process performance and product suitability (FFB 108,265 tonnes, CPO 25,026 tonnes, PK 4,255 tonnes)
- Customer/community complaints (indication of PT Socfin waste causing fish to die (completed))
- Status of corrective and preventive actions as well as investigations
- Changes that can affect the management system
- Recommendations for improvement

Management review was conducted one a year.

Status: Comply

3.2 The unit of certification regularly monitors and reviews their economic, social and environmental performance and develops and implements action plans that allow demonstrable continuous improvement in key operations.

3.2.1

The company can show the Sumanyam Plantation continuous improvement program documents for the period 2019 and 2020 along with the recording of its realization. Included in the continuous improvement program include the following:

- Replacing the use of pesticides with active ingredients of paraquat with the pesticide Ally.
- Reducing the use of pesticides with the active ingredient brodifacoum by providing owls in a cage provided by the company.

The company has reviewed the management plan and monitored social impacts in a participatory manner by involving internal and external stakeholders annually which is further explained in the indicator 3.4.3.

3.2.2

Companies can present an annual report using the RSPO metric template which is submitted to the RSPO secretariat. The company has joined the Socfin SA membership as of 2018, PT Socfin Indonesia ACOP reports have been available until 2017. In 2018 and 2019, ACOP reports are available as name of PT Socfin SA.

Status: Comply

3.3 Operating procedures are appropriately documented, consistently implemented and monitored.	
3.3.1 The company has Standard Operating Procedures related to the process of plantation and mill activities that have been dated and approved by management. For example: SOP for Integrated Rat Pest Control No. SOC/PSM/7.10-21, Edition 01, Revision 02, Effective Date January 1, 2020, prepared by Staff of Plant Department, Inspected by Head of Plant Division, approved by General Manager and Principal Director. Scope: This procedure is applicable for jobs ranging from the census of rat pests to the implementation of their control.	
3.3.2 and 3.3.3 The company showed the internal management system audit documents (RSPO/ISPO) dated August 11-13, 2020. The audit found six (6) Major non-conformities and four (4) Minor non-conformities. The company can show non-conformity compliance documents. All non-conformities were fulfilled by September 1, 2020. The company showed the Plant Department Staff Visit Resume document on July 20-25, 2020 at Seumanyam and Seunagan Estate. The company also showed follow-up documents to the findings of the visit of the Plant division staff on August 6, 2020. Monitoring of contractor performance related to compliance with company procedures is carried out when submitting payment for the stages of work that has been achieved and is made in the minutes.	
	Status: Comply

3.4 A comprehensive Social and Environmental Impact Assessment (SEIA) is undertaken prior to new plantings or operations, and a social and environmental management and monitoring plan is implemented and regularly updated in ongoing operations.	
3.4.1. <i>Penyajian Evaluasi Lingkungan</i> (PEL) for Seumanyam Mill and Estate Number RC220/475/B/III/1994 date on 17 th March 1994 cover land 4,615.69 Ha. Initial Environmental Impact Assessment documents (ANDAL, RKL and RPL) were available for Seumanyam Mill and Estate Number 660.072/413.A/LKP/2006 Date on 16 th January 2006 cover land 4,457.48 Ha. There are also document Social Impact Assessment (SIA) period of 2020/2021 all of operational has identified, such as: replanting, upkeep, pesticide application, fertilizer, mill operation, road maintenance, drainage system and infrastructure. Therefore the access rights, livelihood, current land use patterns, job opportunities, changes in working conditions, cost benefit analysis, gender, ethnic communities, ect. Based on interview with internal stakeholders (gender committee, worker union) and external stakeholders (surrounding village and agencies). It was obtained information that all of social impact been identified on the PEL report and SIA report.	
3.4.2. The certification unit has environment and sosial monitoring & management plan (RKL/RPL), there are several parameters such as: <ul style="list-style-type: none"> - Air and emissions quality - High noise level - Effluent - Groundwater quality - Surface water quality - Domestic waste - Hazardous waste - Job opportunities - Community perceptions - Community health The social monitoring and management plan has conducted annual review with participatory manner by involving internal and external stakeholders. Therefore based on document verification sighted that the certification unit has implement the social management plan during last year.	

3.4.3.

Based on document verification by the auditor team, there is environment management and monitoring plan realization report on the first semester of 2020. There are several parameter evaluation, such as:

- a. Air quality: there has no been emission and ambient air quality test result.
- b. High noise level: Chapter II were explain about high noise impact on 15 location points, however result of high noise testing is same with 2nd Semester of 2020. For example: noise level on boiler station: 88 dB; digester station: 95 dB; generator & turbine stations: 90.5 dB. In addition there is no attachment result of noise testing in 1st Semester of 2020. Therefore based on interview with the officer who made the report explained that in the 1st Semester of 2020 there are no conducted high noise level testing.
- c. Effluent quality: there are effluent quality testing on the outlet pond. All parameter is still comply with the regulations.
- d. Surface water quality: there are result of surface water quality test on the upstream and downstream Alue Getah River. All parameter is still comply with the regulations.
- e. Ground water quality: there are result of ground water quality test on the five points. All parameter is still comply with the regulations.
- f. Hazardous Waste: there are record of hazardous waste management, such as: logbook, waste balance, waste manifest from transporter.
- g. Solid waste: there are solid waste management and monitoring records.
- h. Public health: there are disease trend in the estate clinic.

Based on document verification sighted that all of parameter the environmental monitoring still comply with the regulations. In addition the certification unit also has conducted review of social management plan included welfare of women, children and vulnerable group.

Therefore there are two parameters which are monitored every three years, such as: job opportunities and community perceptions. The latest monitoring had been conducted on December 2017 and reported on the 1st Semester of 2020. Next monitoring and management will be conducted on the 2nd Semester 2020.

Based on above explanation, it can be concluded that environmental management and monitoring have no been entirely using updated data. **It was raised as Non Conformance number 2020.01.**

3.4.3	Status: Non-conformance No.2020.01 with Critical/Major Category.
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3.5
A system for managing human resources is in place.

3.5.1 and 3.5.2

The CH has a Collective Labor Agreement for the 2018 - 2020 period between plantation companies that are members of the *BKS-PPS* in the Provinces of Aceh, North Sumatra, Riau and Jambi and the Agricultural and Plantation Workers Union working in the Provinces of Aceh, North Sumatra, Riau and Jambi. The Collective Labor Agreement was signed by representatives of both parties on April 8, 2019. The Collective Labor Agreement describes work relations, social security, leave, permits, Occupational Health and Safety, environment, order, to family planning and cooperative.

The Company has an employee recruitment procedure which explains that labor recruitment is carried out based on requests to fill shortages or to replace employees who will retire. The admission process starts from opening job vacancies at the office, employee housing or through villages around the company. Furthermore, an administrative selection process is carried out, for example the minimum age for workers is 18 years, interviews and medical tests. Employees who pass then undergo a probation period for 3 months and if they pass the probation period, a permanent daily employee appointment letter will be issued

The Company has a procedure of promotion, transfer and demotion with document number SOC/PSM/6.14 which has been approved by the General Staff, Head of General Affairs and General Manager and Principal Director. This procedure came into effect on 17 October 2020. Based on interviews with management representatives and labor unions revealed that the procedure was in accordance with the applicable regulations. It was further explained that the procedure is also available for all employees.

The Company showed a sample of documents related to the application of labor procedures as follows:

- Job Vacancies Notification Letter to the Head of the Nagan Raya Manpower Office with number SY/068/Bi/IV/2020 dated April 1, 2020 regarding the admission of 10 new employees as harvest workers.
- Employee Transfer from Division IV to Division II with the initials PN based on a letter from the Management with number SY/Div/Bi/565/20 dated 18 June 2020.
- Employee salary slip with worker code 1107425 for the period of August 2020 which informs the employee's basic salary of IDR 3,378,960 while the minimum wage for Aceh Province in 2020 is IDR 3,165,030.
- Letter of payment for End of Employment services from the Management with letter number SY/Div/458/20 dated April 25, 2020 to employees with the initials ST who will enter retirement on August 31, 2020.

Based on interviews with estate and mill workers revealed that employees already knew and understood labour mechanism related because the company has been socializing to employees regularly. Further explained that so far the company has always been consistent in the application of labour mechanisms.

Status: Comply

3.6

An Occupational Health and Safety (H&S) plan is documented, effectively communicated and implemented.

3.6.1

The Company has showed the document of Hazard Identification, Risk Assessment and Control (HIRAC) for the period of January-December 2020. The analysis has covers risk hazard identification, sources of hazard risk, frequency (routine, non-routine, emergency), potential risk identification (sources and impacts), control management, risk analysis of severity level and value level. Based on interview with management representatives known that the compliance of product application requirements presented in MSDS and HIRAC document. For example, based on field observation towards pesticide applicator, known that respirator used by applicators were in accordance with MSDS and HIRAC requirement.

Based on interviews with management, known that the HIRAC evaluation is carried out annually by looking at the types of work accidents that occur and directly involving operational employees with several categories of workers such as young workers and pregnant workers.

Based on document verification and field observations show that all estate and mill operational activities have identified potential risks and hazards. Companies have the opportunity to re-evaluate risk analysis documents according to actual field conditions, for example but not limited to problem identification (risk assessment) of installing razor wire in new plant areas and Covid-19 (Observation).

3.6.2

The Company regularly (every month) holds an internal meeting of the OHS committee to discuss the implementation of OHS in the company operational areas as follows:

- The OHS Committee meeting for the May 2020 period was held on May 4, 2020. The discussion included the socialization of the use of PPE, the socialization of LOTO, the socialization of employee facilities and infrastructure, the checking and refilling of fire extinguisher, the repair of lights and the installation of sirens as signs of emergency danger in the schedule waste storage.
- The OHS Committee meeting for the June 2020 period was held on June 8, 2020. The discussion included the distribution of PPE that did not cover all employees, and the storage of work tools in residential areas that had not been stored safely.

Status: Comply

3.7

All staff, workers, Scheme Smallholders, outgrowers, and contract workers are appropriately trained.

3.7.1

The company has compiled a training program for 2020 as follows:

- Supply Chain Certification Standard training planned for September 2020.
- First aid kit use training planned for September 2020.
- Spray training, use of pesticides and socialization of spraying SOPs planned for October 2020.
- Socialization of administrative and administrative procedures planned for November 2020.
- Fire fighting training planned for December 2020.

The company has set up 2020 training program for contactor employees to increase understanding and competency in work. The type of training is adjusted to the employee category and work location. The training program arranged covers agronomy, OHS, operational standards and certification systems

Based on document verification and field observations in the mill area known that the company has 2 turbine engines with capacities of 677 KW/850 KVA and 800 KW/1000 KVA respectively. There should be two licensed operators with that engine capacity.

Based on document verification and interviews with engine room operators known that the operator who has license is only 1 person with the initials EH.

The company has not been able to show sufficient evidence that it has identified the training needs of all employees according to the RSPO principles and criteria. **NCR 2020.02**

3.7.2

The Company showed the employee training realization documents for 2019-2020 as follows:

- Training and socialization of fertilization procedures on January 23, 2020.
- Training on palm oil production, harvesting aspects, harvesting systems and techniques for using harvesting tools on July 8, 2020.
- Training and socialization of integrated pest procedures on 4 May 2020.
- Training and socialization of welder and electrician procedures on May 4, 2020.
- Socialization of safe working procedures in areas with a certain height which will be held on May 29, 2020.
- Dissemination of procedures for handling toxic and hazardous material and waste on July 29, 2020.

Based on field observations and interviews with estate, mill and contractor employees revealed that the company has provided training to employees regularly to improve the competency in working. The Company has good documentation regarding employee training records for 2019-2020.

3.7.3.

The Company showed socialization of the supply chain on August 4, 2020 to Expedition employees, Mill clerk, laboratorium clerk, security guards, weighbridge clerk, division assistants, assistants and others (20 employees).

Based on interviews with security employees, weighbridge clerk and expedition clerk show that they have understood fruit traceability (Supply Chain), have understood that Seumanyam mill only receives core fruit from its own plantation (Seumanyam Estate).

3.7.1	Status: Non-conformance No.2020.02 with Critical/Major Category.
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3.8 Supply Chain Requirements for Mills

3.8.1 and 3.8.2.

Based on document review and interviews with management representatives, Seumanyam Mill only received FFB for Seumanyam Estate (IP Module). The Company has bulking at *Pulau Kayu Susoh* for CPO with a tank capacity of 1000 tons of No.3 and tank No.4 of 2000 tons.

3.8.3.

The Company showed the estimated total tonnage of CPO and PK products for the actual period September 2019 - August 2020 with details:

Product	Certificate production (ton)	Actual production (ton) (September 2019-August 2020)
FFB	113,640.65	109,180.74
CPO	26,880.13	26,625.73
PK	4,659.27	4,334.61

3.8.4.

Seumanyam Mill has been registered with the RSPO information technology facilities, consist of:

- License ID: CB96652.
- Member name: PT Socfin Indonesia - Seumanyam Mill.
- Member ID: RSPO_PO1000001777.
- RSPO membership: 1-0269-19-000-00 - December 06, 2004.

3.8.5.

The Company showed the supply chain certification standard Identity preserved procedure with document number SOC / PSM / 9.10 edition 01 revision 09 effective October 14, 2019 approved by the General Manager and Principal Director. The purpose of this procedure is to ensure that certified CPO & PK do not physically mix with those that are not certified starting from receiving FFB, processing, storing CPO and PK and despatch.

3.8.6.

The Company showed the management system internal audit procedures with document number SOC / PSM / 8.02 edition 03, revision 07 effective date August 15, 2019 approved by the General Manager and Principal Director. Internal audit activities are carried out once a year.

The internal audit was carried out on August 13, 2020, it was found that there were 2 non-conformities and improvements had been made for the non-conformities. The corrective actions taken include providing training to expedition clerk related to the implementation of SCC and evaluating the understanding of the supply chain. Based on interviews with security employees, weighbridge clerk and expedition clerk show that they have understood fruit traceability (Supply Chain), have understood that Seumanyam mill only receives core fruit from its own plantation (Seumanyam Estate).

3.8.7.

The Company showed the total tonnage and certified FFB records for the period September 2019 - August 2020 with details:

Months (2019-2020)	FFB Certified production (MT)
Sept	9,369.77
Oct	7,290.48
Nov	7,615.43
Dec	7,958.40
Jan	7,625.86
Feb	8,595.78
Mar	8,705.51
Apr	10,076.14
May	8,814.73
Jun	13,142.25
Jul	10,450.96
Aug	9,535.43
Total	109,180.74

Based on table above, it is known that there is no excess production of certified FFB, CPO and PK.

Mechanisms for handling unsuitable FFB and / or documents have included in the supply chain certification standard Identity preserved procedure with document number SOC / PSM / 9.10 edition 01 revision 09 effective October 14, 2019.

3.8.8.

The Company showed a sales contract document for CSPO & CSPK production for 2020 period which informs seller name and address, buyer name and address, product, delivery time, delivery method, payments term, amount of payment and special terms. Example:

- Sales contract number 40010731 dated July 30, 2020, for CPO Certified RSPO (IP) products of 3,150 tons; buyer by PT Musim Mas, Delivery at Belawan Port, TB Pancaran III-215 TK PMT III-215 with RSPO Certificate number

FMS40031.

- Sales contract number 40010736 dated July 23, 2020, for RSPO (IP) Certified PK products of 300 tons; buyer of PT Musim Mas, buyer by PT Musim Mas Mill for KIM I Bonded Zone I with RSPO Certificate number FMS40031.

3.8.9.

The Company showed a letter of cooperation agreement with a third party, including:

- The palm kernel transportation agreement (PK) number PD-GM / X / 527/2019 dated December 23, 2019 between the company and CV Sinar Suri Sentana is valid from January 1, 2020 – December 31, 2020.
- The palm oil transportation agreement (PK) number PD-GM / X / 439/2018 via Sea Ship dated November 9, 2018 between the company and PT Pancaran Maritim Transportindo is valid from January 1, 2019 - December 31, 2020.
- The palm oil transport agreement (CPO) with number PD-GM / X / 526/2019 dated December 23, 2019 between the company and CV Sinar Suria Sentana from January 1, 2019 – December 31, 2020.

In article III regarding the conditions for transportation of point e, the contractors is willing to be visited by the certification body during the RSPO audit to observe operational and administrative activities or other matters.

3.8.10.

The Company showed a list of contractors for CPO and PK transporters for 2020 period consist of CV Sinar Suri Sentana located in Pante Perak Village, Susoh Sub-District, Aceh Barat Daya Regency and PT Pancaran Maritim Transportindo located in Kapuk Muara Village, Penjaringan District , North Jakarta.

3.8.11.

Based on interview its known there were no new contractors, The Company was still using contractors PT Pancaran Maritim Transportindo and CV Sinar Suria Sentana.

3.8.12.

The Company showed the estimated total tonnage of CPO and PK products for the actual period September 2019 - August 2020 with details:

Product	Certificate volumes (ton)	Actual production (ton) (September 2019- August 2020)
FFB	113,640.65	109,180.74
CPO	26,880.13	26,625.73
PK	4,659.27	4,334.61

Based on document review, the record keeping was been accurate its contain FFB production, CPO Production, PK Production, Despatch CPO & PK and the minimum of keeping are two years.

3.8.13 & 3.8.14.

The extraction rate follows the actual data for a 12-month period for September 2019 until August 2020.

3.8.15.

The Company only receive and processed FFB from own plantation use module D Identity Preserved (IP).

3.8.16.

The Company showed sales data for CPO and PK production for the actual period September 2019 - August 2020 with details:

- CSPO sales as RSPO Physical of 24,041.18 MT
- CSPK sales as RSPO Physical of 4,297.30 MT.

CSPO & CSPK sales has been registered in IT RSPO Palm Trace.

The shipping announcement was carried out not more than 3 months after despatch, example:

- Shipping announcement with transaction ID Number TR-a4c422cc-1f08 with CSPO volume are 1,983.97 MT, shipping date on 02 August 2020 creation date on 05 August 2020 and confirmation date on 23 August 2020 to buyer PT Musim Mas-Belawan.
- Shipping announcement with transaction ID number TR-c1e39642-7674 with CSPK volume are 205 MT, shipping date on 06 August 2020, creation date on 12 August 2020 and confirmation date on 13 August 2020 to buyer PT Musim Mas-KIM 1.

3.8.17.

Based on field observation at Seumanyam Mill and Estate, they did not use logo of RSPO.

Status: Comply

PRINCIPLE #4 RESPECT COMMUNITY AND HUMAN RIGHTS AND DELIVER BENEFITS

4.1

The unit of certification respects human rights, which includes respecting the rights of Human Rights Defenders.

4.1.1 and 4.1.2

Human rights policy was documented in Ethics Policy No Doc: SOC/Dp/4.01-64, 5th Revision, dated 18th January 2016. It stated that company recognizes and upholds human rights and basic human freedom which must be protected, respected and enforced. Beside that, the company also has a commitment to resolve the conflict and dispute peacefully and without violence. The valid channels of the settlement will be used as a means for peaceful and legal settlement agreed upon by both parties. The company opposes the use of weapons and the military in resolving conflicts and disputes.

The policy has been communicated to several the workforce and operations, through socialization to workers (2 July, 8 May, 9 April 2019, 30 March, and 3 February 2019) and to external stakeholders (26 July and 3 August 2019).

Person in charge to communicating the policy internally are Site Management, Assistant Manager, Assistant and Head of Administration.

Until now, there are no outstanding cases regarding human rights violations.

Based on an interview with local contractors, worker unions, mill and estate employee, gender committee and previous land owners, it is known that they already understand the policy and there's no complaint related to violation of human rights. Further explained that there is no paramilitary uses for all company operational.

Status: Comply

4.2

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

4.2.1 and 4.2.2

The Company has defined the system to deal with complaints and grievances for all affected parties which documented in Procedure of Social Complaint Handling - SOC/PSM/9.02) Rev.02 dated 1st June 2014. Person who responsible to receive complaints and grievances has assigned by organization that was *Pengurus Kebun (PK)*. It's also described in Job description of *Pengurus Kebun* and appointment letter from the head of General Department.

Dissemination of procedures have been performed to workers (2 July 2019, 8 May 2019, 9 April 2019, 30 March 2019, and 3 February 2019) and to external stakeholders (3 August 2019 and 5 July 2019).

The Company has had system to ensure that complaints or grievances are addressed or resolved in an effective, timely and appropriate manner. Evidence that the procedures have been implemented is the logbook of complaint. Records are routinely monitored monthly.

Mechanism and procedure were provided a way for workers to report a grievance against a supervisor to someone other than the supervisor.

The system enable resolution of disputes in an effective and appropriate manner by way of classifying complaints into internal and external, appointed the person who responsible for handling complaints, including level of officials who make decisions for complaint resolution.

Non-retaliation or non-reprisal policy that protects complainants or whistle-blowers was described in ethical policy PT Socfin Indonesia. Privacy of parties who submitted the compliant and aspiration were protected if necessary.

Where a resolution is not found mutually by means of deliberations between two parties, the problem can be resolved through third-party mediation/authorities, be resolved through the applicable law or brought the RSPO Complaints System.

Based on field observation and interview with several workers and worker union board known that all workers also has understood about complaints and grievances mechanism. The Company also has a Communication Procedure which explains that the company also facilitates the delivery of information to affected parties, including those who cannot read / write by submitting it through pictures, videos and posters.

4.2.3.

The Company can show evidence of socialization of PT Socfindo policies to stakeholders, such as:

- Evidence of socialization of PT Socfindo Policy to the Head of Manpower, Manpower and Transmigration Office of Nagan Raya, 09-09-2020.
- Evidence of Socialization of PT Socfindo's Policy to the Secretary of Sukamulia Village, 09-09-2020.
- Evidence of Socialization of PT Socfindo Policy to Head of Alue Geutah Village, 09-09-2020.

Based on interview with worker union, and several workers on the mill and estate that there are no significant complaint during last year. In general, complaints related to damage on housing. All of that complaints has been responded by the certification unit.

4.2.4.

Based on complaint document revealed that there was a complaint on August 18, 2020 by the Mongabay Indonesia Journalist in Banda Aceh regarding the pollution of liquid waste in PT Socfindo which polluted the river. Seumanyam Mill gave an explanation to Panglima Laot Kuala Seumanyam and Kecik Gampong on August 19, 2020, Panglima Laut gave a letter to the Department of Environment Agency, Nagan Raya Regency on August 21, 2020 regarding the clarification that there is no river water pollution in the Alue Geutah area, there is an analysis of the water quality of the Alue river Geutah dated January 12, 2020, located in the Upper and Lower River. In addition, there is a test from the Sucofindo Laboratory that has been accredited by KAN where the test on June 20, 2020, found that the pH parameter of 8.45, BOD of 98.8 mg / l, COD of 194.50 mg / l did not exceed *PermenLH*No.5 of 2014 Annex III. Testing from Sucofindo laboratory on July 9, 2020, found that the pH parameter of 8.32; Total suspended solids of 182 mg / l, COD of 194.30 mg / l and BOD of 94.6 mg / l did not exceed the quality standard of *PermenLH*No.5 of 2014.

This has been delivered to the Mongabay Indonesia Journalists via email on August 19, 2020 junaidibna@gmail.com stating that Seumanyam Mill already has an IPLC which is still valid until January 10, 2024 where the liquid waste that has been processed at WWTP is dumped in a block of estate before it flows river. The rivers that were the object of public complaints were Krueng Seumanyam and Kuala Seumanyam; The flow of waste from mill is far enough toward the Kreung Seumanya river, and based on analysis results of liquid waste at the socfindo Seumanyam Mill in outlet pond and Alue Geutah river analysis results it is known that the result did not exceed the established quality standards.

Status: Comply

4.3

The unit of certification contributes to local sustainable development as agreed by local communities.

4.3.1.

The certification unit has community development program on 2020, as follows:

- Education sector.
- Religious sector.
- Health sector.

- Sport sector.
- Infrastructure sector.
- Economic development sector.

Based on interview with community leaders from Pulo Tengah Village, Punton Bayu Village, and Deuli Kilang Village sighted that there are routine meeting between community and company every once per four month.

Status: Comply

4.4

Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their Free, Prior and Informed Consent (FPIC).

4.4.1.

Plantation Business Registration Letter.

The Company showed the Plantation Business Registration Letter number HK.350 / 829 / DJ.Bun.5 / XI / 2001 on behalf of PT Socfin Indonesia dated November 23, 2001 by the Directorate General of Plantation Production Development with an area of 717.17 ha; 3,395 ha and 360.5 ha of oil palm plantations, with a permit capacity of 45 tonnes of FFB / hour and an installed capacity of 23 tonnes of FFB / hour are located in Darul Makmur Sub-District, Aceh Barat District, Aceh Province. Assessment of plantation business in 2018 by the Aceh Government Agriculture and Plantation Service with number 525/225 / V.I for PT Socfin Indonesia with category II (Good).

Cultivation Rights.

- Decree of the State Minister for Agrarian Affairs / Head of the National Land Agency number 14 / HGU / BPN / 98 regarding the granting of *HGU* located in West Aceh District, Aceh Special Region Province covering an area of 360.5 ha dated April 13, 1998, The *HGU* certificate from the West Aceh Regency National Land Agency (BPN) number 14 / HGU / BPN / 1998 covering an area of **360.5 ha**.
- Decree of the State Minister for Agrarian Affairs / Head of the National Land Agency number 147 / HGU / BPN / 97 located in West Aceh District, Aceh Special Region Province covering an area of 3,395.23 ha valid from November 27, 1997 The *HGU* certificate from the West Aceh National Land Agency number 147 / HGU / BPN / 1997 covering an area of **3,395.23 ha**.
- Decree of the State Minister for Agrarian Affairs / Head of the National Land Agency number 30 / HGU / KEM-ATR / BPN / 2016 located in Nagan Raya Regency, Aceh Province covering an area of 690.9 ha dated June 6, 2016. The *HGU* certificate from the Land Agency of Nagan Raya Regency with number 30 / HGU / KEM-ATR / BPN / 2016 with an area of **690.9 ha**.

The total *HGU* is **4,446.63 Ha**.

4.4.2 - 4.4.6.

Based on interviews with the Simpang Deli Kilang and Pulo Tengah Villagers showed that there was no customary land in the PT Socfin area. The plantation is an area of former erfapacht rights and has been around since 1935.

Based on a copy of the Decree of the Minister of Home Affairs Number SK.31 / HGU / DA / 85 dated September 3, 1985. Whereas the land being requested is the state land which was the former erfapacht Vorp right. No.40, 41 according to SKPT dated March 20, 1985 No.13 / Agr / 1985 and 14 / Agr / 1985 with an area of ± 240 ha and ± 440 ha with a total of ± 680 ha. Located in Darul Makmur District, West Aceh District, Aceh Special Region. Whereas the Land Committee (Panitia B) of the Special Region of Aceh Province in the minutes of land inspection dated February 9, 1984 No.1 / PPT / B / 1984 concluded that PT Socfindo application could be passed on the grounds that the land had no problems with other parties and with the public interest.

Status: Comply

4.5

No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their FPIC. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.

4.5.1 – 4.5.8.

Based on interview with community leader from Punton Bayu Village, Pulo Tengah Village, Deuli Kilang Village and also

Head of Plantation Agency of Nagan Raya Regency. It was obtained information that Seumanyam Estate established since 1930. In addition based on document verification sighted that there are no new development after 15 November 2018.

Status: Comply

4.6
Any negotiations concerning compensation for loss of legal, customary or user 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.

4.6.1 - 4.6.4.

Procedure for identification and calculation of land compensation with document number SOC / PSM / 9.05 Edition 01, Revision 01, effective date April 1, 2015 approved by the General Manager and Principal Director.

Based on interviews with the Simpang Deli Kilang and Pulo Tengah Villagers showed that there was no customary land in the PT Socfin area. The plantation is an area of former erfapacht rights and has been around since 1935. There are no conflicts and land disputes.

Status: Comply

4.7
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 FPIC and negotiated agreements.

4.7.1 – 4.7.3.

Procedure for identification and calculation of land compensation with document number SOC / PSM / 9.05 Edition 01, Revision 01, effective date April 1, 2015 approved by the General Manager and Principal Director.

Based on interviews with the Simpang Deli Kilang and Pulo Tengah Villagers showed that there was no customary land in the PT Socfin area. The plantation is an area of former erfapacht rights and has been around since 1935. There are no conflicts and land disputes.

Status: Comply

4.8
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.

4.8.1 - 4.8.4.

Based on interviews with the Simpang Deli Kilang and Pulo Tengah Villagers showed that there was no customary land in the PT Socfin area. The plantation is an area of former erfapacht rights and has been around since 1935. There are no conflicts and land disputes.

Status: Comply

PRINCIPLE #5 SUPPORT SMALLHOLDER INCLUSION

5.1
The unit of certification deals fairly and transparently with all smallholders (Independent and Scheme) and other local businesses.

5.1.1; 5.1.3; 5.1.4; 5.1.5; 5.1.6

Based interview result with Head of Plantation Nagan Raya Regency, Mill Manager, Estate Manager, Community leader from Deuli Kilang Village, Panton Bayu Village, and Pulo Tengah Village. It was obtained information that there are no FFB received from surrounding village farmers. However there are agreement on September 2019 between company and seven independent smallholders group, the obligation of socfindo as follows: mentoring on oil palm cultivations and heavy equipment assistance.

5.1.2.

Based interview result with Head of Plantation Nagan Raya Regency, Mill Manager, Estate Manager, Community leader from Deuli Kilang Village, Panton Bayu Village, and Pulo Tengah Village. It was obtained information that there are no FFB received from surrounding village farmers. However there are agreement on September 2019 between company and seven independent smallholders group, such as: Sido Muncul (68.70 Ha), Ingin Maju (84.00 Ha), Maju Tani Sejahtera (495.50 Ha), Maju Tani (34.00 Ha), Sejahtera Bersama (21.00 Ha), Makmue Beusare (249.20 Ha) and Harapan Tani

(55.50 Ha) smallholders groups.

5.1.7.

The certification unit was showing alignment certificate result number: 0867/UPTD-Metrology AB/SKHP.MT/VIII/2020 dated 1 September 2020 from Legal Metrology Agency of Aceh Barat District. Maximum capacity is 40,000 Kg with smallest scale: 10 Kg; with an implementation date of 27 August 2020.

5.1.8. & 5.1.9.

Based on document verification, interview with Head of Plantation Agency of Nagan Raya Regency, Technicer 1, Estate Manager, community leaders from Deuli Kilang Village, Panton Bayu Village, Pulo Tengah Village. It was obtained information that currently there is no receipt of FFB from near smallholders. There is only agreement with seven smallholders group to transfer knowledge and heavy equipment assistance.

Status: Comply

5.2

The unit of certification supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains.

5.2.1

Based on document verification, interviews with the Technician 1, Estate Manager, Community Leaders in Deuli Kilang Village, Panton Bayu Village, Pulo Tengah Village. Information was obtained that currently there is no FFB receipt from close farmers. There were only agreements with seven farmer groups, among others, as follows:

- Provide training and guidance on good oil palm cultivation practices.
- Develop a coaching program that aims to increase palm oil production.
- Provide assistance in roads & drainage maintenance if needed.
- Assisting in processing land title certificates.
- Assist and facilitate a second party to get assistance from a third party.

The agreement was signed by both parties, acknowledged by the Village Head and the Nagan Raya Regent

5.2.2; 5.2.3 and 5.2.4

The Company has conducted socialization related to RSPO that aims to encourage the community to participate in obtaining RSPO certificate on July 10, 2020 which was attended by: Simpang Deli Village, Panton Bayu Village and Karang Anyar Village. Based on the document review of the socialization material, it is known that one of the materials provided is related to the handling and how to apply pesticides safely. In addition, the company also presented a list of attendees, documentation and socialization materials.

5.2.4

The company presented the RSPO Socialization document, the Code of Ethics, OCP, and Agronomic Management on July 10, 2020 at the Mulyoharjo Village Hall. The socialization was attended by 23 people who were also plasma farmers.

5.2.5.

Based on document verification, interview with Head of Plantation Agency of Nagan Raya Regency, Technicer 1, Estate Manager, community leaders from Deuli Kilang Village, Panton Bayu Village, Pulo Tengah Village. It was obtained information that currently there is no receipt of FFB from near smallholders. There is only agreement with seven smallholders group to transfer knowledge and heavy equipment assistance.

Status: Comply

PRINCIPLE #6 RESPECT WORKERS' RIGHTS AND CONDITIONS

6.1

Any form of discrimination is prohibited.

6.1.1 and 6.1.2

An equal opportunities policy was documented in Ethics Policy No Doc: SOC/Dp/4.01- 64, 5th Revision, dated 18th January 2016. This policy has been socialized to stakeholders on 26 July and 3 August 2019. In the policy stated

that PT Socfindo believes that every worker is entitled to the same treatment and do not discriminate based on ethnicity, religion, race, sexual orientation and gender. PT. Socfin committed to implementing anti-discrimination policy to all employees.

Based on document verification of the PT Socfindo employee registration documents for the August 2020 period reveal that the composition of workers varies in terms of sex, religion, educational background and ethnicity. Although dominated by local residents, every employee has the same opportunity to work with the company as long as it meets the specified requirements.

Based on interviews with estate and mill employees, local village representatives and the Manpower Office, known that information about recruitment is transparent to the village community and delivered through the Village Head. They have never been any problems or conflicts related to discrimination and the diversity parameters of these employees. Local Work Promotion Letter available.

6.1.3.

Based on interviews with estate and mill workers, representatives from surrounding villages, and representatives from the Manpower Office, known that all workers have the same career opportunities, as long as they meet company requirements. Furthermore, workers are dominated by local residents. In addition, in 2019/2020 estate management began a promotion program from temporary workers to permanent workers.

Based on interviews with management representatives note that employee promotions are carried out based on company needs and annual employee performance appraisals.

6.1.4

Based on interview with women workers in estate and mill as well as gender committees revealed that pregnancy tests were only conducted for pesticide applicators to avoid the employees being exposed to pesticides. Further explained that so far there had never been a pregnancy test which was a discriminatory measure.

6.1.5

The company has formed a Gender Committee in management unit. Based on document verification of the gender committee management show that the composition of the gender committee consists of the company as advisors and the employees as the committee. The organizational structure of the gender committee also includes male and female workers

Based on interviews with the Gender Committee and female workers known that breastfeeding workers are not permitted to work using chemicals. Workers who are breastfeeding are also given the opportunity to breastfeed their children. Based on interviews with male workers, known that the workers were aware and understood the function of the gender committee.

6.1.6

The company does not discriminate against workers' rights, it is shown by paying equal employee wages and the same scope of work. The company issues a decree on the payment of wages for permanent and daily employees, where for permanent employees, wages are paid at Rp 3,047,533/month, while for daily employees Rp 121,901/day is paid.

The auditor team also verified sample of wages slip on August 2020, for example: registry number 1107425 with gross wages: IDR 3,378,960; and registry number 1107318 with gross wages: IDR 3,378,960. Based on Aceh Province Governor Decree number 560/1774/2019 sighted that minimum wages of Aceh Province is Rp 3,165,031.

Based on verification document of employee salary slip for the August 2020 period reveal that the company has paid employee salaries in accordance with applicable regulations starting from basic salary, overtime, to social assurance. This is in line with the interviews with estate and mill employees stating that the company has paid employees' wages quite well and until now there has never been a violation of employee wage payments.

	Status: Comply	
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6.2**Pay and conditions for staff and workers and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages (DLW).****6.2.1 and 6.2.3**

Agreement/contract of employment for workers has been included in the employee contract or at Collective Labor Agreement period of 2018 - 2020, the worker's rights and obligation are indicated in detail, such as not providing underage worker, company shall provide PPE during working hours, overtime, maternity leave, facilities given to employees (housing, & social insurance).

Types of employment arrangements in the company were permanent (*Pegawai* and *Karyawan*) and contract workers (*Anemer*). Pay and condition for permanent workers was available in Collective Labour Agreement (*Perjanjian Kerja Bersama*), such as working hours, deductions, overtime, sickness, holiday, maternity leave, reasons for dismissal, period of notice.

The company has also compiled a 2020 non-staff salary scale for the region of Aceh and North Sumatra in 2020 which was determined by the Head of General Affairs and General Manager in January 2020. Based on this decision, it is known that employees with class VIII / 10 receive the highest basic wage with a value of IDR 5,087,600 while for the lowest group, namely Group I / 1 with a basic wage of IDR 3,116,200

Based on interviews with estate and mill worker found that the company had paid wages in accordance with applicable regulations.

Based on interviews with contractor workers revealed that workers were paid based on working days in accordance with applicable government regulations. Further explained that until now there has been no case in payment of contractor employee wages.

The company showed a work agreement between PT Socfindo and "*Koperasi Dura*" which explains that the company ensures that the actions of the contractor are in accordance with labor, OHS, environmental and other legal requirements as well as standard RSPO requirements including minimum wage payment requirements, prohibition on child labor, prohibition of forced labor, protection of health insurance and work accidents, protection reproductive rights of women workers and the right to access evaluations.

6.2.2.

Agreement/contract of employment for workers has been included in the employee contract or at Collective Labor Agreement period of 2018 - 2020, the worker's rights and obligation are indicated in detail, such as not providing underage worker, company shall provide PPE during working hours, overtime, maternity leave, facilities given to employees (housing, social insurance).

For some works, company have the work agreement with third parties, e.g.:

- Contract No. 07/SPK/VII/Bi/Kop/2019 date on 1 July 2019 between company and "*Koperasi Dura*" for cover crops upkeep and planting, circle-crops spraying, EFB application
- Contract No PD-GM/X/507/2018 date on 30 December 2018 between company and CV. Sinar Suria Sentana for CPO transporting.

The agreement written in Bahasa Indonesia, the agreement was signed by worker and company. Based on interview with workers and labour union, there are no records of breach by the company. Salaries have been delivered routine in each month without problem.

The company showed a sample document of work agreement between the employee and the company that explains the type of work, wages, duties and responsibilities, working hours, deductions, overtime, sick leave, maternity leave, health insurance, and termination. The work agreement is written in Indonesian and has been reported to the local government.

Based on interviews with estate and mill workers, known that the workers have understood the substance of the employment agreement. Further explained that the company has also paid employee wages in accordance with applicable regulations ranging from basic wages, overtime, leave until the provision of social security.

6.2.4

The company has provided facilities and infrastructure to support the worker welfare in each management unit, such as permanent housing, clean water, clinics, there is a place for kindergarten and elementary school. Based on field observation in the housing area are known that there are several stalls belonging to employees that provide basic daily necessities at affordable prices.

Based on field observations and interviews with employees of mill and estate are known that the company has provided adequate housing facilities for employees. Family-owned employees are given 1 house while single employees are given 1 house for 3 people. Further explained by the employee that damage to the house can be reported to housing supervision for further corrective action in accordance with the applicable mechanism.

6.2.5

The CH policy stated that workers will be given 15 kg additional rice (if worker is not married) and if worker have a family he will be given 15 kg additional rice, 9 kg rice for wife and 7,5 kg rice for each child, maximum 3 children. Besides that, extra food given routine for the workers (high risk) such as milk and green-bean porridge.

The evidences have been reviewed such as payroll in July 2020 (payroll contains of salaries, *premi* and other benefits) and based on interviews with the workers and also review of payslip.

Based on interviews with harvest employees in Block 08 known that the company provides access to workers to make ends meet every month by providing transportation for shopping at nearby markets, including Pulo Tengan Market, Ambili Market and Pantan Banyu Market.

6.2.6.

The company has carried out prevailing wage calculations by including several components including: reference family size, full time equivalent per family, calorie fulfillment needs, housing cost, non food non housing, net living wage, total mandatory deduction, and gross living wage. The calculation results as follows: IDR 7,458,768.

6.2.7

Based on verification document of employee list document show that PT Socfin Indonesia only employs permanent employees for the main types of work, namely harvesting FFB and processing FFB. In addition, the company also uses labor service providers for supporting work. During the audit activity, the company can show documents of cooperation agreements with labor service providers, including:

- Contract No. 07/SPK/VII/Bi/Kop/2019 date on 1 July 2019 between company and "Koperasi Dura" for cover crops upkeep and planting, circle-crops spraying, EFB application
- Contract No PD-GM/X/507/2018 date on 30 December 2018 between company and CV. Sinar Suria Sentana for CPO transporting.

Status: Comply

6.3

The unit of certification respects the rights 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.

6.3.1

Freedom of association has been mentioned in Ethics Policy No Doc: SOC/Dp/4.01-64, 5th Revision, dated 18th January 2016. Organizations understand that workers have the right to argued, associate and organize in a labour union. Organization committed to provides opportunities for workers to organize in unions and express an opinion.

Commitment covered in the policy are:

- The organization recognizes workers' rights to express their opinions and organize freely and responsibly run in

labour union organizations.

- Organizational policies related to ensure workers rights are discussed and decided by taking into consideration the union.
- Ensured that the disclosure made by aspiration unions did not cause the collapse of a termination for union leaders and members.
- Promoting the principle of dialogue to reach consensus in addressing the aspirations from labour union to the company.

Based on interview with labour union known that the company has accommodated employee rights to argued, associate and organize in a labour union. Employees, including migrant and transmigrant workers and contract workers were allowed to form associations and bargain collectively with their employer. There was no migrant and transmigrant since August 2018 – July 2019. Based on interview with Head of *Koperasi Dura* that their worker has freedom of association.

There were union workers represent estate and mill employee incorporated in the *Serikat Pekerja Perkebunan PT Socfin Indonesia Seumanyam Estate* and registered in Disnaker, Nagan Raya Regency date on 23 April 2018 for 2018 – 2023 period. SPSI management is independent from company workers.

Labour laws, union agreements which described in *PKB (Perjanjian Kerja Bersama)* 2018 – 2020 and direct contracts of employment detailing payments and other conditions was made available in the languages which understood by the workers and explained carefully to them by management official.

Based on field observations and interviews with estate and mill worker revealed that the company routinely socializes related freedom of association and the delivery of employee complaints.

6.3.2

Based on interview with union officer known that there are regularly meeting between company and worker union, such as: the latest meeting in Management Office on 6 May 2020.

6.3.3

Based on interview with labor union board known that management didn't intervention in the formation of labor union. The total number of union members is 771 members. In addition, the company also has facilitate the worker unions If the union board is needed to attend the meeting on the other place. Further explained that until now, labor unions had no conflict of interest with the company.

Status: Comply

6.4 Children are not employed or exploited.

6.4.1

PT Socfindo has a policy for pay and conditions for employees in Ethics Policy No Doc: SOC/Dp/4.01-64, 5th Revision, dated 18th January 2016. This policy has been socialized to stakeholders on 26 July and 3 August 2019.

Based on evidences such as attendance list and minutes of meeting, it was stated that PT Socfindo committed to not employ underage workers required by national legislation.

Besides that, PT. Socfindo has a procedure "*Penerimaan Pekerja KHT Keburi*" No Doc: SOC/PSM/6.01.01, 1st revision dated 5 November 2016 which stated that every candidate must have Identity Card (KTP), *Kartu Keluarga*, and *Surat Nikah* (if married).

Based on document review as listed in "Employee List of Palm Oil Mill and Estate Seumanyam 2020 (update August)", there are no underage workers in Seumanyam. Field observation was conducted to verify the document and no underage workers found in the field.

There were recruitments process in 2020. Based on identity card and other documents for recruitment that there was no new worker under 18 years.

6.4.2 and 6.4.3

Based on field observation at mill and estate known that there are no employees working under the age of 18 years old. Based on document verification of the 2020 employee list document show that the youngest age for employees to start working is 19 years.

6.4.4

Based on the results of interviews with employee cooperatives and communities around the plantation, it was found that the company had carried out socialization related to the company's policy of not employing children. Company can show documentation and attendance list from socialization which was held on December 1, 2019.

Based on interviews with employee cooperatives and communities around the plantation, it was found that the company had carried out socialization related to the company's policy of not employing children. The company can show documentation and attendance list from socialization which was held on December 1, 2019.

Status: Comply

6.5

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

6.5.1 and 6.5.2

A company policy on sexual harassment was documented in Ethics Policy No Doc: SOC/Dp/4.01-64, 5th Revision, dated 18th January 2016. All company policy reviewed every year (if needed) by Sustainability Department, PT. Socfindo. This policy has been documented, implemented and communicated clearly to all levels of the workforce date on the workforce and operations, through socialization to workers (2 July, 8 May, 26 February, 9 April, 30 March, and 3 February 2019).

Company has formed A Gender Committee since year 2012 and has been approved by Seumanyam management consist Head of Committee, Secretary and Members.

Gender Committee activities such as handle complaint from female workers, reporting and data collecting if case appeared concerning sexual harassment.

Protocol about complaint (internal and external) documented in procedure "*Penanganan Keluhan Sosial*" No Doc: SOC/PSM/9.02 First Edition, 3rd Rev, dated 1st September 2014.

Based on interview with Gender Committee known that their activities include training on women's rights, counselling for women affected by violence, child care facilities and breastfeeding policy

Based on document verification and interviews with estate and mill employees revealed that company had socialized the prohibition of sexual harassment against women; and protection of reproduction rights on January 10, 2020 to employees, while information dissemination to contractors and employees was carried out on February 11, 2020.

6.5.3

The company has identified the needs for young mothers who are coordinated by a gender committee. Interview media using a questionnaire to make it easier to dig up information. The company conducted interviews with 4 mothers with the following results:

- Provision of a place for breastfeeding in every afdeling.
- Provision of child care centers as a means of child care.
- Arrangements for work for "young mothers" are prioritized around child care / breastfeeding places.
- Increased understanding of young mothers regarding: child health, family health, breastfeeding and child care patterns.
- Support posyandu activities in the form of supplementary feeding for babies and pregnant women

- Early childhood education facilities for employees' children

6.5.4

Company mechanism about complaint (internal and external) documented in procedure "*Penanganan Keluhan Sosial*" No Doc: SOC/PSM/9.02 First Edition, 3rd Rev, dated 1st September 2014. In the procedure stated that any employee can report the complaint in writing to the officer who has been appointed (*KTU, Asisten, Askep, Tekniker and Pengurus*). Complaint Form Notes has been checked and no such complaints have been received yet.

In point 5.20 in the procedure stated that the company will respects anonymity and protects complainants where requested. All company policy reviewed every year by Sustainability Department, PT. Socfindo (if needed).

Based on field observations and interviews with female worker and gender committees revealed that up to now there have never been cases of sexual harassment or violations of reproductive rights.

Status: Comply

6.6

No forms of forced or trafficked labour are used.

6.6.1 and 6.6.2

Based on document verification sighted that there are no migrant workers on this certification unit, there are only permanent workers and daily workers. In addition, based on interview with worker union board sighted that so far, there has never been a penalty for termination of employment, bonded labor practices, withholding wages, and forced overtime.

Status: Comply

6.7

The unit of certification ensures that the working environment under its control is safe and without undue risk to health.

6.7.1

The company has an OHS Committee structure along with facilities and infrastructure in each work unit as follows:

- Endorsement of OHS Committee by Manpower Agency for PT Socfindo through Head of Manpower Agency Decree of Aceh Province No. 560/KEP.71/P2K3/2019 dated 6 May 2019. The Secretary of OHS Committee was an OSH Expert as shows through Minister of Manpower Decree No. KEP.P.79/NAKER-BINWASK3/IV/2019 dated 30 April 2019, valid for 3 years.
- Endorsement of OHS Committee by Manpower Agency for PT Socfindo through Head of Manpower Agency Decree of Aceh Province No. KEP.566/285/PK/10/I/Disnakertrans dated 21 January 2019. The Secretary of OHS Committee was an OSH Expert as shows through Minister of Manpower Decree No. KEP.102/M/DJPPK&K3/III/2016 dated 03 February 2016, valid for 3 years. As for extension, mill management shows Letter from Ministry of Manpower dated 14 January 2019 which mentioned that extension of OSH License was still ongoing process.

The company regularly (every month) holds an internal meeting of the OHS committee to discuss the implementation of OHS in the company operational areas as follows:

- The OHS Committee meeting on May 4, 2020 at tennis court and was attended by 19 management and members of the OHS Committee.
- The OHS Committee meeting on June 8, 2020 at tennis court and was attended by 21 management and members of the OHS Committee.
- The OHS Committee meeting on July 23, 2020 at tennis court and was attended by 22 management and members of the OHS Committee.

6.7.2

Emergency respond procedure written in Bahasa Indonesia was described by SOC/PSM/4.08 was covered reporting, responsibility of all members of ERP Team, handling of ERP situation, mitigating of ERP situation. Some situations were identified such as accident, earthquake, flooding, fire, hazardous spillage, explosion.

The emergency response procedure has not undergone a revision, but the company has issued an internal letter regarding the prevention and handling of COVID-19 in the company's operational areas.

The procedure described the roles and responsibilities of each emergency response team include the mechanism how to conduct medical evacuation to near hospital/local health centre, also it was available the emergency contact number of each internal emergency team and external related parties. Evacuation route and muster point are available and made known to the employee.

The structure of Emergency Response Team (ERT) has been established and consists of ERT commander (ADM for mill, division assistance for each estate division), firefighting team, security team, communication team, evacuation team, first aid team, and recovery team. The list of protection equipment for emergency was available such as fire extinguisher, fire engine.

Emergency respond procedure has been disseminated to workers on 14 December 2018 and attended by estate and mill workers. The list of attendance was available. From workers interview in the field it was observed that the workers were clearly understood of what is required in the procedure.

Accident procedure written in Bahasa Indonesia was described by SOC/PSM/4.14. Accident and investigation reports described the accident chronology, cause and impacts of the accident and to find the root causes of the accident happened and establish the corrective and preventive action. Accident investigation has been documented. Accidents happened were investigated and maintained properly. The accident has been reported to the local authority and the risk assessment has been updated to prevent the same accident happened.

The company has provided first aid kits both indoors and outdoors. First aid boxes in the field are usually held by each foreman. Based on interviews with management known that checking the first aid kit was done every month by the assistant division and if there were deficiencies it would be conveyed to the doctor/paramedics of the company to be completed. At the time of the audit activity the company showed the first aid box inspection documents in the CH's operational area, for example in the laboratory, workshop and schedule waste storage warehouse. Based on the inspection results known that the contents of the first aid kit are complete and ready to use.

Based on field observations in the mill area is known that the comny has provided an evacuation route in case of an emergency. Based on interviews with mill workers found that the company had socialized the purpose of the evacuation route.

Based on interviews with first aid officer known that the first aid officer must always be on standby in the operational area by bringing the first aid box with full contents so that if an emergency occurs, it can be immediately handled and evacuated.

Based on the results of observations at the sterilizer station, it was found that there was a fire extinguisher mounted on the wall > 1.25 m high. The company is considering re-evaluating the installation of all fire extinguishers in accordance with applicable regulations (Observation).

6.7.3

The company showed the tool card documents available to each employee. The form explains the history of the delivery and replacement of the employee's PPE.

Based on field observations and interviews with estate and mill employees found that the company had provided PPE storage facilities and work tools for employees so that PPE and work tools were not brought home after work. In addition, the company has also provided sanitation facilities for workers who use chemicals so that employees can take a shower before returning to their respective homes.

6.7.4

The company showed proof of payment for employee life insurance as follows:

- Proof of Employment Insurance payment for the period of June 2020 with a value of IDR 238,936,289 paid on July 10, 2020 for 775 employees.
- Proof of Employment Insurance payment for the period July 2020 with a value of IDR 238,628,393 paid on August 10, 2020 for 775 employees.

- Proof of payment for Employment Insurance for the period of August 2020 with a value of IDR 237,019,353 paid on September 9, 2020 for 769 employees.

Based on document verification of work accident monitoring documents for 2019-2020 revealed that there were 2 occupational accidents in the Major category in 2020 at PT Socfindo. The results of interviews with management revealed that the cost of handling work accident victims uses employment insurance.

The company also showed evidence of an employee work accident claim with the initials MY who had a work accident on February 17, 2020 where the victim slipped on the road to the work area and was subjected to a 20 KV electric shock in Block 32 Division 2 because the harvesting pole touched the electric cable. The victim was brought to the polyclinic to get first aid and continued her referral to the Sultan Iskandar Muda Hospital but the victim was not helped and died.

Based on the above it is known that the company has owned and implemented a good mechanism to ensure that all contractor workers have been protected by employee insurance.

6.7.5

The company routinely reports every accident that occurs in its operational area. Reporting on work accidents is recorded in the OHS Committee Quarterly Report sent to the Department of Manpower and Transmigration in the relevant Regency. The company showed the documents related to work accident reporting within the past 1 year in the table as follows:

Period	: January - August 2020
Number of workers	: 769 people
Number of Work Accidents	: 3 cases
Total Hours of Work	: 2,474,880 hours
Total Hours of Work lost	: 1,330 Hours
FR	: 8,08
SR	: 537,40
Number of Working Days Lost	: 31 days
Missing working days up to this month	: 63 days

For accidents that occur, the company has investigated accidents and taken action to prevent accidents from happening again. The investigation is contained in the work accident investigation and evaluation document which explains the victim's biographical data, time of the incident, accident chronology, part of the injury, investigation of dangerous actions & conditions and suggestions for improvement.

Status: Comply

PRINCIPLE #7 PROTECT, CONSERVE AND ENHANCE ECOSYSTEMS AND THE ENVIRONMENT

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

7.1.1 – 7.1.3

Companies can show monitoring documents for pest attacks, for example:

- Caterpillar's attack
 Period of January to December 2019 : zero attack
 Period of January to August 2020 : zero attack
- *Oryctes rhinoceros* attack
 Period of January to December 2019 : zero attack
 Period of January to August 2020 : zero attack

The company does not use the invasive species listed in the Minister of Environment and Forestry Regulation No. P94/MENLHK/SEKJEN/KUM.1/12/2016 about invasive species. Based on the document list of host plants/natural enemies of the pest Seumanyam Estate in 2020, it is known that the company uses the beneficial plants *Cassia cobanensis*, *Antigonon leptopus* and *Turnera subulata*.

The company has a policy not to use fire in pest control activities, one of which is listed in the standard operating procedure for Integrated Pest Control of Palm Leaf-Eating Caterpillars, Article 5 (Policy) "It is not permitted to use fire to control caterpillar pests"

Based on the results of an interview with the Head of the Plantation Office of Nagan Raya Regency, it is known that there has never been an outbreak of pest in the last 1 year period and there has been no use of fire for pest control in the company.

Based on the results of field observations on the pest census activities in Division I, there was no combustion due to the use of fire.

Status: Comply

7.2

Pesticides are used in ways that do not endanger health of workers, families, communities or the environment.

7.2.1 – 7.2.3

The company showed the Sumanyam Estate pesticide stock data for 2020 and the justification for pesticide use, as follows:

No.	Merk	Stock	UoM	Target
1	Regent	3.5	Liter	Subterranean termites
2	Racumin	304.1	Kg	Rats
3	Round Up	3187.36	Liter	Reeds, broadleaf weeds
4	Dacomin	89.8	Liter	Broadleaf weeds
5	Ally 20 WG	17.387	Kg	<i>Mucuna bracteata</i> , <i>Stenochlaena palustris</i> , <i>Dicranopteris linearis</i>
6	Starane	38.66	Liter	Broadleaf weeds, shrubs, dan <i>Mucuna bracteata</i>
7	Amistartop	4.18	Liter	Curvularia maculans, Pestalotiopsis palmarum
8	Starthene	6.7	Kg	Bag worm, needle worm and caterpillar
9	Becano	6.51	Liter	Subterranean termites
10	Cypertop	11.5	Liter	Oryctes rhinoceros
11	Garlon Mix	16.3	Liter	Woody Growth
12	Gallant	7.35	Liter	Systemic herbicide

The company showed records of pesticide use described in the pesticide toxicity document for 2019 and 2020. The document describes the active ingredient used, the LD50 of the active ingredient, and the number of pesticide applications per hectare of the pesticide used, for example:

Pesticide Toxicity Document for 2020:

Merk	:	Ally 20 WDG	Amistartop 325 SC
Ingredient	:	Metil Metsulfuron 20%	Azoxistrobin 200g/l; Difenokonazol 125g/l
LD50	:	5000	2000
Total Pesticide	:	92.44 Kg	25.19 L
Total Ingredient	:	18.488 Kg	5.038 Kg
Application (Ha)	:	5402.19	115.86
Ingredient/Ha	:	0.00342 Kg/Ha	0.0435 Kg/Ha

The company showed the PT Socfindo - Seumanyam Estate Program plan document for reducing the use of pesticides 2018-2022. The document describes data on pesticide use year to year, as follows:

Pesticide	UoM	Realization			Program	
		2018	2019	2020	2021	2022
Ally 20 WDG	Kg	83.08	91.72	92.44	91.00	90.00

Amistartop 325 SC	L	47.75	37.78	25.19	43.00	42.00
Becano	L	14.91	32.96	25.97	31.00	30.00
Bimaron 80 WP	Kg	143.85	101.76	-	-	-
Cides 50 EC	L	-	-	6.00	5.00	4.00
Cymbush	L	59.90	-	-	-	-
Cypertop	L	50.80	128.85	68.90	122.00	120.00
Dacomin 865 SL	L	515.00	72.42	108.40	295.00	290.00
Gallant 108 EC	L	-	-	12.65	150.00	125.00
Garlon 670 EC	L	254.68	31.80	-	-	-
Garlon Mix	L	2.30	67.85	193.95	235.00	230.00
Gramoxone 276 SL	L	967.60	115.30	-	-	-
Racumin	Kg	-	100.00	387.50	490.00	480.00
Ratgon	Kg	691.23	581.60	21.40	-	-
Regent 50 SC	L	10.00	0.50	-	-	-
Round Up 486 SL	L	9237.97	8986.72	5685.38	9220.00	9200.00
Santador 25 EC	L	46.60	-	-	-	-
Starane 290 EC	L	82.40	85.08	53.90	82.00	80.00

7.2.4

1. The Company has a Standard Operating Procedure Integrated Pest Control of *Oryctes rhinoceros* No. SOC/PSM/7.10-11, Edition 01, Revision 06, Dated January 01, 2020. The SOP explains the following:

Point 6 Procedure

Point 6.2.5.1 Control Criteria

From planting to plants 60 months after planting (BST), control of *Oryctes rhinoceros* carried out by application of insecticides. Furthermore, after the plants were >60 BST, control was carried out based on the percentage of attacks on the plants.

Age (BST)	Frequency of Insecticide Application
0-6	Every 7 days
>6-12	Every 10 days
>12-60	Control is carried out 1-2 times a month

Notes :

For plants > N5, control / spraying is carried out once a month if found an attack of *Oryctes* with a percentage attack 4%

- Based on the document of the *Oryctes rhinoceros* attack Seumanyam 2020, it shows that there is no attack for the *Oryctes rhinoceros* period January-August 2020.
- Based on the spray plan and realization document *Oryctes* in 2020, it shows the use of the chemical cypermethrin for pest control activities *Oryctes rhinoceros*. For example, in May 2020 there was the use of cypermethrin in Division II Block 49 with an area of 34.24 Ha.
- The use of the chemical cypermethrin for pest control activities *Oryctes rhinoceros*, for example up to 9 September 2020 there were 7.3 liters.
- The 2020 Pesticide Toxicity Document for the January to August 2020 period there are 68.90 Liters of pesticide use in Seumanyam Estate.

Based on the foregoing, it is concluded that there is a non-conformity (**No.2020.03 with Non-critical/Minor Category**), that there is the use of pesticides that are used for prophylactic purposes (prevention).

7.2.5 – 7.2.7

The company has a program to reduce the use of paraquat dichloride, as evidenced by no longer using pesticides with active ingredient paraquat dichloride in 2020. The company is replacing the use of pesticides with active ingredient, WHO class 1a *brodifacoum*, with pesticides with active ingredients *coumateryl* with a blue symbol on the packaging. Based on the regulation of the Ministry of Agriculture No. 39/Permentan/SR.330/7/2015 Annex XI point II, the blue symbol is included in WHO class III which is quite dangerous.

The company has SOP for the Procedure for Handling Hazardous Chemicals No. SOC/PSM/4.10, Edition 01, Revision 02, Dated October 1, 2010. Scope: This procedure applies to the handling of chemicals stored in warehouses both in Medan and estate warehouse starting from the procurement, storage and release of materials. SOP describes 1. Identification of Hazardous Chemicals, 2. Procurement of Hazardous Chemicals, 3. Handling of Hazardous Chemicals, 4. Handling of Expired Hazardous Chemicals.

The company can show a training plan for the 2019-2020 period, which includes Integrated Pest Management Training and proof of its realization. The examples of training that were realized include:

- Integrated Pest Management training plans and the Socialization of Integrated Pest Management PSM/IK. Held on April 13, 2019 which was attended by 19 participants. With the title Integrated Pest Management. Equipped with an evaluation of the training participants.
- Integrated Pest Management training plan and Socialization of Integrated Pest Management PSM / IK. Held on April 22, 2020 which was attended by 17 participants. With the title of Integrated Pest Management Socialization training. Equipped with an evaluation of the training participants.

Based on field observations in Division II Block 42, it was found that spraying personnel had known the types of active ingredients and the function of the pesticides used and understood the hazards and functions of the PPE used.

Based on field observations in the chemical warehouse of the Seumanyam Mill, employees have understood the dangers and risks involved in their work locations, and have used appropriate PPE such as safety shoes, safety helmets and masks. chemical warehouse of Seumanyam Mill, chemical warehouse has been equipped with the hazardous material symbol, equipped with ventilation, equipped with OHS facilities such as first aid kit, Fire extinguisher, Eyewash Shower and MSDS is available for chemicals stored in the warehouse.

7.2.8.

Based on field observation to the chemical store sighted that there are no used pesticide containers. All of pesticide containers are properly disposed to the hazardous and toxic waste store on the mill. While based on document verification sighted that all pesticide containers were disposed to the license transporter dated 19 May 2020 (volume: 196 Kg) and August 2020 (volume: 87 Kg).

7.2.9

The company has a policy not to spray through the air, one of which is stated in the Standard Operating Procedure for Integrated Pest Control of Oil Palm Leaf-Feeding Caterpillars, Article 5. Policy. "Spraying through the air is not justified to control pest attacks".

7.2.10

The company conducted a health examination on Juli 22, 2019, at Central Clinic, which was participated by 30 employees consisting of fertilizer, chemist, warehouse and pest and disease employees, health checks including audiometry, spirometry and cholinestrase. based on the results of all laboratory tests declared healthy and fit for work

7.2.11

The company has work Instruction for women workers who are pregnant and breastfeeding explaining:

- Pregnant workers are not allowed to carry out work activities related to chemicals, for example spraying and fertilizing.
- The transfer of work recommended by the committee for occupational safety and health
- Pregnant women workers must be in good health in carrying out their work
- Each foreman is responsible for supervising nursing workers.

Based on field observations on spraying activities known that the company does not employ employees who are not yet 18 years old and female workers in pregnancy or breastfeeding situations and employees with medical limitations will be transferred to manual up keep.

7.2.4	Status: Non-conformance No.2020.03 with Non-critical/Minor Category.
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7.3**Waste is reduced, recycled, reused and disposed of in ways that are environmentally and socially responsible manner.****7.3.1.**

Identification of waste and pollution sources from Seumanyam Mill and Estate activities was evident. The source of pollution, type and control method of waste was recorded (SOC/Form/4.11-01 – Waste Register).

The waste products from estate generally were domestics waste and several hazardous waste from estate operations activities as detailed below (but not limited):

- Ex-pesticides containers (bottles and jerry cans)
- Used battery from the heavy vehicles
- Plastics
- Medical waste (first aid usage)
- Polybag
- Rags and fertilizer containers
- Welding materials from workshop activities
- Lubricants from workshop materials
- Contaminated rags from workshop activities
- Usage lamps
- Tires

While at the Mill it was several hazardous wastes generated from the mill operations, in detailed below (but not limited):

- POME
- Palm shell
- Fibre
- Empty bunch

Based on field observation to the mill and estate housing complex sighted that there are several ex oil drum used for sand containers. The certification unit has monitored the number of uses as much as 12 Pcs. While, there are no chemical container reused. All chemical container are sent to the licensed carriers.

Based on interview result with the Head of Section for Supervision and Development of the Environmental Agency of Nagan Raya Regency. It was explained that the company had monitored the quality of groundwater, the quality of effluent on the outlets, the quality of surface water in the upstream and downstream rivers. Meanwhile, based on Decree Letter of Nagan Raya Regent number 503.11/001/2019 concerning the second decision point d, it is mandatory to conduct periodic studies every semester regarding the effect of effluent discharge on fish, animal and plant cultivation; the soil and groundwater quality; and public health.

However there is no data regarding the effect of fish, animal and plant cultivation. It also included on the minutes of complaint verification dated 12 September 2020. Based on interview result also obtained information that the company were advised to complete in the RKL-RPL report for the 2nd semester of 2020.

The company to be consider to carry out the suggestion from Head of Section and Supervision and Development of Environmental Agency (**Observation**).

7.3.2.

The certification unit has manage the hazardous waste in accordance to national regulations and their procedure. For example, the latest disposal on 19 May 2020 to the PT Amindy Barokah (transporter licensed) for each of waste types. The manifestation were recorded on the estate office, such as: Manifest AVT 0015854 for oil filter: 60 Kg, AVT 0015851 for medical waste: 1.9 Kg, AVT 0015852 for contaminant drums: 196 Kg, AVT 0015853 for contaminant goods: 1.5 Kg; AVT 0015850 for used batteries: 33 Kg, and AVT 0015855 for lubricant oil: 200 liter.

Based on interview with Manager sighted that he understood about properly waste disposal. While based on field observation to the housing complex on Division II and Division IV sighted that there are garbage bin on the near of that complex's. In additions, the company also has socialized with warning sign regarding to domestic waste disposal to the

garbage bin. Therefore interview with resident, they had understood the procedures of domestic waste handling. However, there were still garbage dumped in the trench behind several houses.

The company to be consider to re-evaluating the effectiveness of the procedure socialization to all workers. **(Observation)**

7.3.3.

Based on field observation to the housing complex on Division I and Division IV sighted that there are no indication open burning for domestic waste disposal.

Status: Comply

7.4

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

7.4.1 and 7.4.4

The company showed the Fertilization Work Instruction No. SOC-KB/IK/01, Edition 01, Revision 02, January 25, 2016. Objectives: To ensure that fertilization in the field is carried out properly and correctly according to recommendations in the PT Socfindo plantation environment. The IK describes the dosage of fertilizer, land conditions, application time, and others.

The company showed the following data on fertilizer use for 2019-2020:

Fertilizer	2019		2020	
	(Kg)	Fertilizer/Ton FFB	(Kg)	Fertilizer/Ton FFB
Borate	8,655	0.08	8,319	0.11
Dolomite	460,759	4.24	19,844	0.26
KCL	7,459	0.07	5,692	0.07
Kieserite	11,996	0.11	140,183	1.82
NPK12-12-17-2	3,848,124	35.43	3,637,635	47.27
NPK15-15-15	8,739	0.08	-	-
NPK15-15-6-4	67,544	0.62	-	-
RP	12,021	0.11	3,830	0.05
Urea	31,144	0.29	12,751	0.17

7.4.2

Leaf analysis is carried out annually and at least 2 months after the first fertilization program is finished. The company showed the results of the leaf analysis. For example, the Leaf Analysis Report document from Bangun Bandar Analytical Laboratory, samples received on July 22, 2019.

LABCODE	N-Kjehl	P-Total	K-Total	Ca-Total	Mg-Total
L1904744	2.92	0.16	1.24	0.62	0.17
L1904745	3.07	0.16	1.09	0.64	0.14
L1904746	2.72	0.17	1.29	0.43	0.23
L1904747	2.84	0.15	1.29	0.32	0.22
L1904748	2.91	0.18	0.93	0.59	0.24
L1904749	2.91	0.15	0.95	0.61	0.24
L1904750	3	0.16	1.06	0.48	0.26
L1904751	2.45	0.15	1.01	0.43	0.2
L1904752	2.99	0.15	1.09	0.41	0.23
L1904753	2.96	0.15	0.85	0.57	0.22

Soil analysis is carried out every six (6) years. The company showed the document Soil Analysis Report Bangun Bandar

Analytical Laboratory dated April 16, 2015, 62 samples were tested, samples submitted on February 16, 2015. The results of soil analysis explained pH-H₂O, pH-KCL, Sand, Silt, Clay, N- Kj, C-Org, P-Bray, P-Olsen, CEC, K, Ca, Mg and Na, as for samples of soil analysis results as follows:

ID	7022	7023	7024	7025
User Code	SY1001,002,0	SY1001,002,0	SY10003	SY10003
Depth (cm)	0-30	30-60	0-30	30-60
pH-H ₂ O	5.2	5.6	5.3	5.6
pH-KCl	4.2	4	4.1	4.3
Sand	38.1	41.3	30.7	28.4
Silt	43.7	31.1	49.5	51.2
Clay	18.2	27.6	19.8	20.5
N-Kj	0.19	0.13	0.11	0.14
C-Org	2.1	0.41	0.27	0.6
P-Bray	19.46	27.33	15.55	16.63
P-Olsen	-	-	-	-
CEC	11.67	13.12	9.79	9.33
K	0.32	0.06	0.16	0.23
Ca	11.18	5.44	1.32	1.96
Mg	0.48	0.22	0.07	0.15
Na	0.29	0.19	0.1	0.11

7.4.3.

There was the nutrient recycling strategy performed by organization such as land application from Empty fruit bunch (EFB) and solid and palm residues from replanting. Uprooted oil palm trees were set and leave them decomposed. Dosage of EFB application was described in the work instruction. EFB application is conducted once in two years with dosage:

- Immature plant (0 year): 10 ton/Ha or 70 kg/oil palm
- Immature plant (1 year): 20 ton/Ha or 140 kg/oil palm
- Mature plant: 45 ton/ha or 315 – 320 kg/oil palm

Based on document verification and field observation to the several blocks, it obtained information that the dosage in accordance to the procedure.

Status: Comply

7.5

Practices minimise and control erosion and degradation of soils.

7.5.1 - 7.5.3

Company shows Marginal Land Map of Seumanyam/Tripa with a scale 1:25,000, the map identifies Marginal Land of Shallow Solum (<50 cm), rocky at 50 cm depth.

The company showed a map of Seumanyam / Tripa Soil with a scale of 1:25,000, the map identifies the type of soil in the company, as follows:

USDA Type: Aquic Eutrudept, Aquic Hapludult, Aquic Paleudult, Typic Dystrudept, Typic Endoaquepts, Typic Hapludult, Typic Paleudult, Typic Udorthents, Typic Paleudalf.

The company showed the Seumanyam / Tripa Slope Map with a scale 1:25,000, the map explains the slope of the land located at the company's location, including: (0% -4%, 4% -12%, 12% -24%).

Based on field visits in the replanting area in Division II Block 49, there are no extensive oil palm replanting activities found on steep terrain, to minimize and control erosion and degradation of soils, th company had planting land cover crop. There are also u shape frond stacking on the mature area to minimize the degradation of soils.

The company has been around since 1935 and there were no new planting activities after January 2010 and hasn't conducted any land clearance after November 2005.

Status: Comply

7.6

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.

7.6.1 - 7.6.3

The company has been around since 1935 and there were no new planting activities after January 2010 and hasn't conducted any land clearance after November 2005.

Status: Comply

7.7

No new planting on peat, regardless of depth after November 15th, 2018 and all peatlands are managed responsibly.

7.7.1 - 7.7.7

Based on a study of the soil type map document and field visits, it was found that there was no peatland in the company's area. The company has been around since 1935 and there were no new planting activities after January 2010 and hasn't conducted any land clearance after November 2005.

Status: Comply

7.8

Practices maintain the quality and availability of surface and ground water

7.8.1

The company has a policy related to preserving and maintaining the quality of ground and surface water, which is stated in the Non-Deforestation, Peat Development and Environment Policy signed by the Principal Director in Medan on June 1, 2019. The policy describes Best Management Practices as follows:

- Maintain soil fertility and minimize erosion on any land under the control of Socfindo.
- Preserving and maintaining groundwater and surface water quality
- Minimizing the use of chemicals through integrated pest management
- To ensure all waste discharged into the environment meets relevant compliance standards to avoid and minimize impacts on rivers and watercourses
- Ensure optimal use of renewable resources and minimize usage non-renewable resource

The company has analyzed river water quality and ground water quality in an accredited laboratory, for example:

- River Water Quality Analysis in January 2020

Parameter	Standard Specification		Result	
			Hulu	Hilir
PHYSICS				
Disolve Substance	1000	mg/L	70	134
Temperature	+ 3	oC	25	25.4
CHEMICAL				
pH H ₂ O	6-9	-	6.52	6.5
BOD	3	mg/L	1	1.2
COD	25	mg/L	6.4	17.96
Disolve Oxygen	4 (min)	mg/L	8.25	7.57
Fosfat as P	0.2	mg/L	<0.1	<0.1
NO ₃	10	mg/L	0.42	0.42
NO ₂	0.06	mg/L	0.04	0.05
NH ₄	-	mg/L	0	0.01
SO ₄	-	mg/L	1.74	1.82
Cl	600	mg/L	0.43	0.5
Fe	-	µg/L	5.4	7.9
Mn	-	µg/L	3.6	0.9

BOD	1	µg/L	0.57	0.76
Pb	30	µg/L	1.2	3.2
Cu	20	µg/L	<0.01	<0.01
Cd	10	µg/L	0.01	0.04
Cobalt	200	µg/L	-	-
Se	50	µg/L	0.15	-
Cr	50	µg/L	0	0.19
Hg	2	µg/L	0.53	0
Zn	50	µg/L	0	0.12
Cn	0.02	µg/L	0	0
MICROBIOLOGY				
Fecal Coliform	1000	Tot/100 ml	0	0
Total Coliform	5000	Tot/100 ml	600	700
Oil and Grease	1	mg/L	<0.05	<0.5

▪ Ground Water Quality Analysis for Divison II in February 2020

Parameter	Standard Specification		Result			
			Div. I	Div. II	Div. III	Div. IV
PHYSICS						
Smell	Odorless	-	Odorless	Odorless	Odorless	Odorless
Taste	Tasteless	-	Tasteless	Tasteless	Tasteless	Tasteless
Colour	50	TCU	0	0	0	0
Turbidity	25	NTU	1.99	0.11	0.5	1.21
Disolve Substance	1000	mg/L	163	190	310	170
Hardness	500	mg/L	40	48	47	40
CHEMICAL						
pH H ₂ O	6.5-8.5		6.9	6.75	6.73	6.9
NO ₃	10	mg/L	0.68	0.18	1.41	0.05
NO ₂	1	mg/L	0.93	0.08	0.54	0.05
NH ₄	400	mg/L	0	0	0	0
SO ₄	1000	mg/L	7.55	21.4	35.5	28.4
Fe	500	mg/L	18.25	10.8	10.18	12.5
Mn	50	mg/L	1.2	1.3	1.25	1.55
Pb	5	mg/L	<0.08	<0.08	<0.08	<0.08
Cd	10	mg/L	<0.01	<0.01	<0.01	<0.01
KMNO ₄	15000	mg/L	0.35	0.25	1.3	1.8
Zn	1	mg/L	0.03	0.08	0.02	0.02
Hg	0.1	mg/L	0	0.02	0	0
Cn	10	mg/L	0	0	0	0.03
Se	50	mg/L	<0.08	0.03	0.03	0.01
Cr	50	mg/L	0.04	<0.01	0.04	0.02
As	1.5	mg/L	0.2	0.3	0.3	0.3
MICROBIOLOGY						
Total Coliform	50	Tot/100 ml	0	0	0	0

Based on the results of interviews with employees who live in employee housing, it is known that there are no complaints regarding the availability of water for toilet needs in the housing. Meanwhile, the need for drinking water comes from refilled water.

7.8.2.

The certification unit has identified riparian zone in accordance to the HCV identification report year of 2014. Based on

document verification and field observation to the Alue Geutah River, Alue Rumbiya River and Alue Serdang River sighted that the river width below of 10 meters. The width of riparian are between 10 meters till 30 meters. Therefore the riparian zone well maintained, HCV warning sign installed, and no chemical application.

7.8.3.

The certification unit has license for effluent discharge in accordance to Decree Letter of the Investment and One Stop Integrated Services Agency number 503.11/00/2019 dated 9 January 2019, concerning the Seumanyam POM effluent discharging permit with validity period of 5 years. There are effluent quality testing result every month on the outlet pond with BOD and COD parameter result on below of limited. For example BOD testing result on August 2020 is 97.2 mg/l. The certification unit also conducted surface water quality test on the Alue Geutah River, for example: BOD testing result on January 2020 is 1 mg/l at the upstream and 1.2 mg/l at the downstream.

7.8.4.

The certification unit has water usage budget for FFB processing with ratio: 1.2 m³/ton FFB. Based on document verification known that water usage on the last year is 1.15 m³/ton FFB. While on the period of January till August 2020 is 1.16 m³/ton FFB. On the audit conducted dated 15 September 2020, the auditor team were visited Water Treatment Plant Station, interview with operator results explained that the flowmeter on the Boiler Station on been damaged condition since 25 August 2020. There is no record of the water usage volume till audit activity. Then the certification unit showed documentation of flow meter repairing on 16 September 2020, in which the flowmeter has return function.

The certification unit to be consider to re-evaluate the period of flow meter condition monitoring (**Observation**).

Status: Comply

7.9

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

7.9.1.

The certification unit has conducted renewable energy usage monitoring and efficiency calculation, for example during period of January till August 2020 as follows:

- FFB processes: 74,151.95 MT
- CPO Production: 17,493.40 MT
- Shell Production: 4,189.63 MT
- Fiber Production: 9,268.99 MT
- Shell usage: 3,584.29 MT
- Fibre usage: 9,268.99 MT
- Shell excess: 603.54 MT
- Energy usage from Shell: 13,942,895,880 Kcal
- Energy usage from Fiber: 21,411,375,563 Kcal
- Total energy usage: 35,354,271,443 Kcal
- Energy usage percentage: 94%
- Energy/ton FFB: 2,021.0 Kcal/Ton FFB

Status: Comply

7.10

Plans to reduce pollution and emissions, including greenhouse gases (GHG), are developed, implemented and monitored and new developments are designed to minimise GHG emissions.

7.10.1.

The company showed identification documents of activities that produce emissions for the period 2020 for Mill and Estate. Sighted the result of identification of emissions and pollution as well as its sources, such as in estate emissions sources are from fossil fuel usage for transportation and generator, emission from fertilizer usage, pesticide usage and electricity usage. Identified the sources of emission and pollution from mill such as fossil fuel usage, electricity usage and Effluent.

GHG calculation on 2019 shown net emission of GHG are increasing compared to 2018 net GHG is 0.33 tCO₂e/t product meanwhile for year 2019 period while period 0.61 tCO₂e/t product.

Calculation of GHG and its monitoring has conducted by sustainable department. GHG emission calculated using RSPO

palm GHG calculator 4.0 Summary of GHG emission for Seumanyam POM and its supply base are listed as follows :
Summary Emission

Emission per product	tCO2e/t Product
CPO	0.61
PK	0.61

Extraction	%
OER	23.04
KER	3.92

Land use	Ha
Oil palm planted on mineral soil	4,390.18
Total oil palm planted area	4,390.18
Conservation area (Non-Forested)	5.95

Mill Emissions and Credit

Description	tCO2e	tCO2e/tFFB
Emission Sources		
POME	8,604.22	0.08
Fuel consumption	18.67	0.00
Grid Electricity Utilization	91.70	0.00
Credits		
Export excess electricity to housing & grid	0.00	0.00
Sale of PKS	-1,598.37	-0.01
Sale of EFB	0.00	0.00
Total	7,116.22	0.07

Estate Field Emissions and Sinks

Description	tCO2e	tCO2e/t FFB
Emissions sources		
Land conversion	32,542.46	7.41
CO2 emission from fertilizer	5,474.97	1.25
N2O emission from peat	0.00	0.00
N2O emission from fertilizer	3,022.35	0.69
Fuel consumption	564.53	0.13
Peat oxidation	0.00	0.00
Sinks		
Crop sequestration	-30,856.93	-7.03
Sequestration in Conservation area	0.00	0.00
Total	10,747.38	2.45

Emission from Palm Kernel Crusher

Emission source	tCO2e
PK from own mill	0.00
PK from other sources	0.00
Fuel consumption	0.00
Total crusher emissions	0.00

Production

Production	t/yr
FFB processed	108,625
CPO Produced	25,026

7.10.2.

The certification did not acquire any new land after November 2005. It was noted that there was no ongoing progress of new land acquisition during interview with stakeholders. There has been concession area before 1960. At the time, plantation at Seumanyam Estate have planting in 1989, 1990, 1991, 1992, 1993, 1994, 1995, 1996, 1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2010, 2011, 2012, 2014, 2015, 2016, 2017, 2018 and 2019. For in 2006 – 2019 was replanting. The unit certification has also reported the liability & disclosure to RSPO secretariat dated 5 August 2014 with result zero liability.

7.10.3.

Identification of pollutant sources towards GHG is present in document SOC/DP/4.09.01 dated 1 January 2015 about monitoring of environment and OHS.

Mitigation of pollution is presented in several documents, as follows:

- Utilization of by-products such as fibre and kernel shell as an alternative renewable energy source. Monitoring has also conducted to determine efficiency on the usage per annum against fossil fuels consumption.
- Record of fertilizer application as refers to agronomist recommendation, included by products application such as EFB mulching and land application.
- Monitoring on pesticide application in term of dosage, placement, target, selective weeding.
- Monitoring and conduct tree planting on the riparian zone.
- Socialization to employee and housing complex occupants towards waste management, riparian and conservation area management, efficiency on electricity usage.

Status: Comply

7.11

Fire is not used for preparing land and is prevented in the managed area.

7.11.1

The company showed the Socfin Group Policy for responsible management, in the section of Appendix : Definitions and Specifications, point Environmental Impact describes The Group commits to implement the best existing management practices to prevent and reduce its environmental impacts, notably in relation to greenhouse gas emissions (GHG), management of water level in plantations already existing on peatland, prohibition on peatland drainage, prohibition on the use of fire for developing new plantations or preparing land*, soil and water pollution, soil deterioration and erosion, and prohibition on the use of Paraquat, and develop and implement integrated pest management techniques.

When the Socfin Group cannot immediately put a stop to the use of certain dangerous practices, the Group commits, in its action plan, to actively conduct research into the use of alternatives in order to cease these practices as soon as possible.

Land preparation described in Oil Palm Cultivation Procedure No. SOC/PSM/7.10, Edition 01, Revision 02, Date 01 April 2015.

Based on the results of field visits in the replanting area of Division II Block 49, there was no indication of combustion.

7.11.2 and 7.11.3

Zero burning policy was described in Ethical Policy (SOC/Dp/4.01-64). It described that land preparation of replanting is conducted by cutting and chipping.

Based on interviews with local communities and employees revealed that the company had conducted socialization regarding the zero burning policy for replanting activities.

There was no land preparation for replanting by burning. Replanting was held along year 2016 at Division I (34.01 Ha) and II (22.4 Ha), 2017 (September) at Division I Block 23/24 (71.24 Ha), 2018 covered area of 82.90 ha and 2019

covered area of 106 ha. There was “replanting work plan and the progress report”. For period 2016-2019, replanting was conducted by cutting, unloading the ex-ganoderma and palm tree, harrow, create ditch. Replanting was conducted manually.

The company has involved stakeholders on locations border operational areas as an effort to prevent and control fires through socialization and simulation of land fires on 15 April 2020 involving Simpang Deli Kilang Villages.

Status: Comply

7.12

Land clearing does not cause deforestation or damage any area required to protect or enhance High Conservation Values (HCVs) or High Carbon Stock (HCS) forest. HCVs and HCS forests in the managed area are identified and protected or enhanced.

7.12.1; 7.12.5; 7.12.8

The certification did not acquire any new land after November 2005. It was noted that there was no ongoing progress of new land acquisition during interview with stakeholders. There has been concession area before 1960. At the time, plantation at Seumanyam Estate have planting in 1989, 1990, 1991, 1992, 1993, 1994, 1995, 1996, 1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2010, 2011, 2012, 2014, 2015, 2016, 2017, 2018 and 2019. For in 2006 – 2019 was replanting. The unit certification has also reported the liability & disclosure to RSPO secretariat dated 5 August 2014 with result zero liability.

7.12.2.

The certification has conducted HCV assessment on 2013 and the final report was issued on February 2014 with RSPO HCV approve assessor. The participatory public consultation were conducted on 6 – 19 October 2013. There are several HCV on the estate, such as:

1. Alue Getah (HCV1.2; 1.4; 4.1; & 4.2): 47.97 Ha
 2. Alue Jepang (HCV1.2; 1.4; 4.1; & 4.2): 2.61 Ha
 3. Alue Serdang (HCV1.2; 1.4; 4.1; & 4.2): 1.60 Ha
 4. Alue Rumbiya (HCV1.2; 1.4; 4.1; & 4.2): 5.66 Ha
 5. Alue Raya (HCV1.2; 1.4; 4.1; & 4.2): 2.35 Ha
- Total HCV: 60.19 Ha

Based on field observation to the Alue Getah, Alue Rumbiya and Alue Sedang River's sighted that the HCV area on good condition. There are warning sign and HCV poles as demarcate of HCV areas. There are no High Carbon Stock Assessment for this certification scope, it cause there are no new planting after 15 November 2018.

7.12.3.

There are no High Forest Cover Landscapes (HFCLs) and HFCCs not applicable in Indonesia because Indonesia, especially the part of Aceh, is not included in the category of High Forest Cover Country (HFCC) until a further decision is made by the RSPO.

7.12.4.

The company has implemented the HCV management in accordance with management plan, such as: signboard installation, re-measuring HCV area, socialization to the employees, planting woody plants in the buffer zone, HCV boundary maintenance, removing oil palm plant in the HCV area (for plants affected by ganoderma). The company has management plan for period 2019/2020 is the result of consultations with the surrounding village on May 2020.

7.12.6.

Based on HCV identification on 2014 sighted there are no RTE species, there are only 10 mammals, 33 aves, 16 herpetofauna. From that species there is 4 vulnerable (2 species mammals and 2 herpetofauna) and 7 species for protected by law (3 species mammals and 5 species aves). The certification unit showing socialization program to the workers, such as: prohibition of hunting, trading the protected species. The company has a programme to regularly educate to workforce about the status of RTE species. For example: HCV socialization dated 23 March 2020 to the pesticide applicators. Based on interview with several workers on the estate and mill sighted that they understood about RTE species.

7.12.7.

The certification unit showing some documentation of HCV monitoring on year 2019, as follows:

- Boundary stones monitoring every month.
- Wildlife monitoring every month.
- HCV socialization to the stakeholders.
- Warning sign installation.
- In the oil palm replanting activities in HCV areas in 2019, there were blocks 12, 13, and 14. Oil palm were not uprooted considering the potential for Ganoderma.

The unit of certification has an HCV area monitoring program including RTE species monitoring. The certification unit can show the results of monitoring of HCV areas including RTE species for the period of 2019. In addition there is no indication of capturing / trapping HCV areas. Based on the results of monitoring of HCV areas including RTE species, it is known that the HCV area and flora and fauna species are still preserved. Based on interviews with management representatives, it is known that the 2019 HCV management plan is still continuing to monitor HCV areas including monitoring of flora and fauna species as a company effort to defend HCV areas and flora and fauna species.

Status: Comply

3.2 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 Socfin Indonesia do not use CB Logo and use RSPO Trademark with license number 1-0269-19-100-00.	√
	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 Socfin Indonesia use RSPO Trademark on website.	√
	Status: Comply	
3.	Implementation of Certificate and Trademark is not used on product	X or √
RC	PT Socfin Indonesia do not use RSPO Trademark and CB Logo on product.	√
	Status: Comply	
4.	Controlling of Certificate and Trademark, including withdrawing inappropriate trademark.	X or √
RC	PT Socfin Indonesia do not use CB Logo and use RSPO Trademark with license number 1-0269-19-100-00.	√
	Status: Comply	

3.3 Summary of RSPO Partial Certification.

Compliance of the uncertified management units of Socfin SA 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.

Socfin SA Time Bound Plan (TBP) is explained in table 1.10. Socfin SA has nine (09) management units with twenty-two (22) mills. Socfin SA has informed the TBP progress, MUTU has considered that Socfin SA is complied with the RSPO requirement for TBP. The Time Bound Plan was revised and declared by Socfin SA on March 9th, 2020.

MUTU has verified partial certification for un-certified unit's subsidiary of Socfin SA based on their Time Bound Plan. There are fourteen (14) uncertified mills and thirteen (13) uncertified estates of Socfin SA. MUTU Auditor verified positive assurance against the company internal audit and supporting evidence as well as any information from others sources.

MUTU Auditor has verified company partial certification and concludes that:

- There are two significant land conflicts which have not been declared above
- The Final LUCA reports have not been sent to RSPO because waiting for meeting and LUCA training with RSPO.
- There are two 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.

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?	The Company was been conducted internal assessment for uncertified units on March 2019.
2.1.2	No replacement of primary forest or any area identified as containing High Conservation Values (HCVs) or required to maintain or enhance HCVs in accordance with RSPO criterion 7.3 (it has changed be Criterion 7.12 in P&C 2018)	The final LUCA report for Okumu Oil Palm, Extension 1 Estate, Extension 2 Estate, Safacam estate, Barbanta, PSG, SOBG, SAC have not been sent to RSPO because waiting for meeting and LUCA training with RSPO.
2.1.3	Any new plantings since January 1 st 2010 must comply with the RSPO New Plantings Procedure.	<p>Okumu Extension 1 Estate and 2 Estate. Since NPP was not followed for the land clearance since May 9, 2014, remediation and compensation procedures will need to be followed for those areas with a coefficient higher than 0. This will be done after the final LUCA report has been submitted to the RSPO.</p> <p>Agripalma. Since NPP was not followed for the land clearance between Jan 1, 2010, and May 9, 2014, remediation and compensation procedures will need to be followed for those areas with a coefficient higher than 0 (estimated 455 ha). This will be done after the final LUCA report has been submitted to the RSPO.</p> <p>Brabanta. Since NPP was not followed for the land</p>

	<p>clearance between Dec 1, 2007 – May 9, 2014, remediation and compensation procedures will need to be followed for those areas with a coefficient higher than 0 (estimated at 156 ha). This will be done after the final LUCA report has been submitted to the RSPO. Brabanta will start their HCV-HCS assessments in April 2019.</p> <p>PSG. Since NPP was not followed for the land clearance between Jan 1, 2010 – Current, remediation and compensation procedures will need to be followed for those areas with a coefficient higher than 0 (estimated at 1,140 ha). This will be done after the final LUCA report has been submitted to the RSPO.</p> <p>SAC. Since NPP was not followed for the land clearance between Jan 1, 2010 – Current, remediation and compensation procedures will need to be followed for those areas with a coefficient higher than 0 (estimated 100 ha). This will be done after the final LUCA report has been submitted to the RSPO. SAC conducted an HCV assessment in February 2019. The SAC non-ALS HCV report is currently under internal review, and will be sent to RSPO for review in the near future.</p> <p>Safacam Since NPP was not followed for the land clearance between Dec 1, 2007 – Dec 31, 2009, remediation and compensation procedures will need to be followed for those areas with a coefficient higher than 0 (estimated at 613 ha). This will be done after the final LUCA report has been submitted to the RSPO.</p> <p>Socapalm. Since NPP was not followed for the land clearance between Nov 1, 2005 – Current, remediation and compensation procedures will need to be followed for those areas with a coefficient higher than 0 (estimated at 7,521 ha). This will be done after the final LUCA report has been submitted to the RSPO.</p> <p>SOGB. Since NPP was not followed for the land clearance between Nov 1, 2005 – Current, remediation and compensation procedures will need to be followed for those areas with a coefficient higher than 0 (estimated 2,003 ha). This will be done after the final LUCA report has</p>
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		been submitted to the RSPO. A HCV scoping assessment was conducted in April 2019. A date is now being fixed for the full assessment.
2.1.4	Land conflicts, if any, are being resolved through a mutually agreed process, such as the RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO criteria 2.2, 6.4, 7.5 and 7.6 (it has changed be Criterion 4.8, 4.7 and 4.5 in P&C 2018).	<p>SAC Estate There is currently 1 open land dispute which is undergoing resolution processes. The complaint is from the Malen Affected Land Owners Association (MALOA), who are protesting against the expansion of SAC in the Malen Chiefdom. The discussion for this complaint has been going on for a long time, and to aid in the resolution, the Government has appointed a Technical Committee to examine the issues and make proposals to the mediation team. The first of ten visits were carried out on the 23rd of March.</p> <p>Okumo Extension 1 Estate. There is an ongoing dispute regarding land conflict on Extension 1, which is meant for rubber cultivation. The land was acquired rightfully from its previous tenants for the remainder of the lease, however, upon acquisition, it was identified that 5 different communities had encroached the land. 4/5 communities accepted a compensation, however, one, Hassan Camp, did not. Attempts for negotiations were made, however, Hassan Camp wanted to take the case to court. At this moment it is under sub judice. Once the court has spoken, new attempts can be made to resolve the issue following an acceptable conflict resolution process. For other plantations, there are no Land conflict.</p>
2.1.5	Labour disputes, if any, are being resolved through a mutually agreed process, in accordance with RSPO criterion 6.3 (it has changed be Criterion 4.2 in P&C 2018).	<p>Okumo Extension 1 and 2 Estate. OOPC operations at Extension 1 in Okomu and Extension 2 in the Owan Forest Reserves necessitated both physical and economic displacement. Whiles the Extension 2 only affected economic displacement and the farmers are generally content with the crop compensation process undertaken, there has been an ongoing and protracted issue with some communities affected at Extension 1 on area meant for rubber plantings. Compensation was not required under Nigerian law because the communities were considered illegal settlers on the private property of OOPC. There is evidence (time stamped satellite images) that they settled in the area after the acquisition by Okomu. Whiles four (Fatai, Olowu, Sunday and Olomu Camps) out of the 5 communities that were within the boundaries of the Extension 1 have moved out of the concession after three years of consultations, and after compensations have been paid to the</p>

		<p>farmers, the people of Hassan Camp which is the largest of the five communities have refused compensations from OOPC because they claim that part of the land belongs to them and therefore will not move out of the land. They have subsequently taken the case to court with the claim that they own the land (Latest court case update: OKOMU_Updates on Court Cases Extension 1). Thus, the whole issue is now sub judice until the court has made its decision.</p> <p>OOPC has a Community Liaison Team, who is the main line of communication of the company with the local communities. The team visits villages within a radius of 10 km around the concession, to disseminate information and to engage in dialogue in order attend to any issues that may arise between the Company and local communities.</p> <p>There are currently no labour disputes for other plantations.</p>
2.1.6	<p>Legal non-compliance, if any, is being addressed through measures consistent with the requirements of RSPO P&C criterion 2.1 (it has changed be Criterion 4.2 in P&C 2018).</p>	<p>All plantations are complying to most national laws and regulations and has a system in place to follow all current laws and regulations.</p>

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

3.4.1. Identification of Findings, Corrective Actions and Observations at Surveillance 4.

NCR No.	: 2019.01	Issued by	: PT SAI Global Indonesia
Date Issued	: 08 August 2019	Time Limit	: 5 November 2019
NC Grade	: Major	Date of Closing	: 25 October 2019
Standard Ref. & Requirement	: 4.7.2. All operations where health and safety is an issue shall be risk assessed, and procedures and actions shall be documented and implemented to address the identified issues. All precautions attached to products shall be properly observed and applied to the workers.		
Objective evidence: Several bridges at Seumanyam estate division 01 have not been equipped with protector at both sides of the bridges			
Non-Conformance Description (filled by auditor): A risk assessment regarding to safety at bridges at Seumanyam estate was not available			
Root Cause Analysis (filled by organization audited): Bridge construction is carried out by the Civil Workshop and for 2019 capital work is very much to be done so work arrangements need to be adjusted to the priorities and availability of materials in the warehouse and its design.			
Correction (filled by organization audited): Complete the div I bridge with: <ol style="list-style-type: none"> Safety on the left and right side of the bridge Stakes are given a red color as a sign for the driver of the bridge location There are "kupungan" on both sides of the bridge. 			
Corrective Action (filled by organization audited): <ol style="list-style-type: none"> Technician I give direction before the implementation of capital work and direction regarding the design that has been made to the foreman of the civil workshop. Technician I conduct a physical inspection of buildings that have been made in the field and is set forth in the minutes of the handover of the work. Annual Internal audit capital by Internal Auditor Department 			
Assessor Evaluation and Conclusion (filled by auditor): Several documents were reviewed such as: <ol style="list-style-type: none"> Documentation of bridge reparation in Division 1. Photos was taken on 26 September 2019 Records of socialization from Technician I to all workshop workers on 15 August 2019. Socialization was talking about the design of bridge construction and its safety. Delivery Note of Bridge construction in Block 26 Division 1 at 2 September 2019. Delivery note was signed by Civil Foreman, Technician 1 and Manager. Progress report of Capital Expenditure 2019 Seumanyam Estate that stated about construction program in Seumanyam Estate Capital Internal audit report for Semester 1 Y2019 			
Verified by	:	PT SAI Global Indonesia	

NCR No.	: 2019.02	Issued by	: PT SAI Global Indonesia
Date Issued	: 08 August 2019	Time Limit	: Next surveillance
NC Grade	: Minor	Date of Closing	: 17 September 2020
Standard Ref. & Requirement	: 6.1.4. The plans shall be reviewed as a minimum once every two years and updated as necessary, in those cases where the review has concluded that changes should be made to current practices		
Objective evidence: There is no evidence of SIA review in 2019 period was included welfare of women, children and vulnerable group.			
Non-Conformance Description (filled by auditor): SIA Review was not included all affected parties.			
Root Cause Analysis (filled by organization audited): Information about vulnerable communities, women, and children is generalized in one point of exposure namely the welfare of the community around the garden, but not explained in detail.			
Correction (filled by organization audited): Revise the Social Impact Assessment review report by detailing the scope of welfare of women, children and vulnerable communities.			
Corrective Action (filled by organization audited): Identify one by one the scope of the social impact assessment according to the provisions contained in the 2016 RSPO INANI.			
Assessor Evaluation and Conclusion (filled by auditor): Verification 17 September 2020 The certification unit was showing social impact management and monitoring plan together with RKL/RPL review for period of 2019-2020, this assessment had been involved the welfare woman, children and vulnerable communities. There are no issues from this interview results. Based on above explanation this nonconformance is closed.			
Verified by	: Trismadi N		

NCR No.	: 2019.03	Issued by	: PT SAI Global Indonesia
Date Issued	: 08 August 2019	Time Limit	: 5 November 2019
NC Grade	: Major	Date of Closing	: 25 October 2019
Standard Ref. & Requirement	: 5.3.2 (Supply Chain) The site shall have a written procedure to conduct annual internal audit.		
Objective evidence: 1. The organizations have procedure for Internal Audits, Doc No: SOC/PSM/8.02 Revision 06 dated 15 May 2017. In procedure stated that coverage of the procedure is ISO 9001:2008, ISO 14001:2004, OHSAS 18001:2007, RSPO, ISSC, SCCS, ISO 17025:2008 and ISPO. But procedures was not up to date with RSPO SCCS 2017. 2. Internal audit has not been conducted by trained internal auditor.			
Non-Conformance Description (filled by auditor):			

Internal audit has not been conducted according to SCCS standard 2017.

Root Cause Analysis (filled by organization audited):

1. Sustainability staff assume the scope of SCCS internal audit procedures is sufficient to simply include the name of the standard without the series of year of publication, so it is more flexible
2. No training / webinar has been carried out in the past 8 months.

Correction (filled by organization audited):

1. Revise the internal audit procedure: SOC / PSM / 8.02
2. Following the face to face Public Consultation of the SCC Standard and SCC System by the Sustainability Staff.

Corrective Action (filled by organization audited):

1. Specifies all standards that are within the scope of internal audit procedures
2. Sustainability staff follow the development of RSPO information, especially regarding workshops, webinars.

Assessor Evaluation and Conclusion (filled by auditor):

Several documents were reviewed such as:

1. The revised procedure SOC/PSM/8.02 dated 15 August 2019. Revision was made in the purpose of the procedure page 3, adding the requirement of RSPO SCCS 2017
2. Registration email of RSPO Supply Chain Face to face public consultation on 21 August 2019. The event itself was on 29 August 2019
3. Internal audit checklist that have been incorporated all standards
4. RSPO notification records (email, letter, invitation) for PT Socfin Indonesia.

Verified by : **PT SAI Global Indonesia**

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

NCR No.	: 2020.01	Issued by	: Trismadi N
Date Issued	: 18 September 2020	Time Limit	: 17 December 2020
NC Grade	: Major/Critical	Date of Closing	: 19 November 2020
Standard Ref. & Requirement	: 3.4.3. The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in participatory way.		
<p>Evidence observed (filled by auditor): Based on document verification by the auditor team, there is environment management and monitoring plan realization report on the first semester of 2020. There are several parameter evaluation, such as:</p> <ol style="list-style-type: none"> Air quality: there has not been emission and Ambient quality test result. High noise level: Chapter II were explained about high noise impact on 15 location points, however result of high noise testing is same with 2nd Semester of 2020. For example: noise level on boiler station: 88 dB; digester station: 95 dB; generator turbine stations: 90.5 dB. In addition, there is no attachment result of noise testing in 1st Semester of 2020. Therefore, based on interview with the officer who made the report explained that in the 1st Semester of 2020 there are no conducted high noise level testing. Effluent quality: there are effluent quality testing on the outlet pond. All parameter is still complying with the regulations. Surface water quality: there are result of surface water quality test on the upstream and downstream Alue Getah River. All parameter is still comply with the regulations. Ground water quality: there are result of ground water quality test on the five points. All parameter is still complying with the regulations. Hazardous Waste: there are record of hazardous waste management, such as: logbook, waste balance, waste manifest from transporter. Solid waste: there are solid waste management and monitoring records. Public health: there are disease trend in the estate clinic. <p>Therefore there are two parameters which are monitored every three years, such as: job opportunities and community perceptions. The latest monitoring had been conducted on December 2017 and reported on the 1st Semester of 2020. Next monitoring and management will be conducted on the 2nd Semester 2020.</p>			
<p>Non-Conformance Description (filled by auditor): Based on above explanations, it concluded that environmental management and monitoring have not been entirely using updated data.</p>			
<p>Root Cause Analysis (filled by organization audited):</p> <ol style="list-style-type: none"> The tender is carried out at the beginning of each semester, there are need process and testing result issuance is delayed. The environment monitoring and management reporting is not well prepared as a guideline for the estate in taking measurements. 			
<p>Correction (filled by organization audited):</p> <ol style="list-style-type: none"> Showing emission and ambient quality test result on Semester 1st, 2020. High noise level measurement on the mill and afdeling. Prepare an environment monitoring and management report, in accordance to matrix as follows: <ul style="list-style-type: none"> - Emissions test result on Semester 1st, 2020. - High noise test result - Solid waste - Liquid waste 			

- Hazardous & toxic waste
- Employment opportunity
- Public relation

Corrective Action (filled by organization audited):

- a. Conduction emission test tenders for a three semester period, such as: semester 2nd, 2019; semester 1st, 2020; and semester 2nd, 2020. For next measurement contract is still tender process.
- b. The emission test schedule is conducted at the beginning of the semester.
- c. Develop a monitoring and management program in accordance to the RKL-RPL matrix and reporting lists.

Assessor Evaluation and Conclusion (filled by auditor):

Verification on 19 November 2020

The certification unit showing several evidences as follows:

1. The reporting list for Seumanyam POM & Estate on the year of 2021, it consists of 23 reports with the respective reporting frequency and PIC. For example: RKL-RPL is carried out every semester with Head of Administration as PIC.
2. The schedule of implementation of Semester 2nd, 2020 emission test. Seumanyam POM will be carried out on 8-10 October 2020.
3. Environmental testing program in Seumanyam POM period of 2021. For example: ambient and air emissions testing will be conducted on March and September 2021; high noise level will be conducted on April 2021 (once a year).
4. Agreement between company and PT Sucofindo Medan for 14 Estates with time period maximum on 31 December 2020.
5. Environment monitoring and management implementation report period of July till October 2020. On the report been included air quality and high noise level. Such as:

Air Quality

Parameter	Unit	Semester I			Semester II		
		Boiler I	Boiler II	Boiler P. Kayu	Boiler I	Boiler II	Boiler P. Kayu
Particulat	mg/m ³	90.2	83.5	219.8	81	84.2	59.1
NO2	mg/m ³	82.4	81.7	23.9	78	80	18

Ambient

Parameter	Unit	Semester I			Semester II		
		Location 1	Location 2	Location 3	Location 1	Location 2	Location 3
SO	µg/m ³	61.35	33.40	70.20	95.97	59.26	88.57
Noise	dB	62.9	48.5	54.6	62.6	51.6	59.2

6. High noise level test on June 2020 at 15 location, for example: digester one area: 83.2 dB; digester 2: 84.5 dB; and digester 3: 86.9 dB.

Auditor Conclusions:

Based on above explanation, this nonconformity is closed.

Verified by : **Trismadi N**

NCR No.	: 2020.02	Issued by	: Yudhi Yuniarto
Date Issued	: 18 September 2020	Time Limit	: 17 December 2020
NC Grade	: Major/Critical	Date of Closing	: 24 November 2020
Standard Ref. & Requirement	: 3.7.1 A documented programme that provides training is in place, which is accessible		

	<p>to all staff, workers, scheme smallholders, and outgrowers taking into account gender-specific needs, and which covers applicable aspects of P&C Principles, in a form they understand and includes assesment of the training</p>
<p>Evidence observed (filled by auditor):</p> <ol style="list-style-type: none"> The company has compiled a training program for 2020 as follows: <ul style="list-style-type: none"> Supply Chain Certification Standard training planned for September 2020. First aid kit use training planned for September 2020. Spray training, use of pesticides and socialization of spraying SOPs planned for October 2020. Socialization of administrative and administrative procedures planned for November 2020. Fire fighting training planned for December 2020. Based on document verification and interviews with engine room operators known that the operator who has license is only one person with the initials EH. Based on document verification and field observations in the mill area known that the company has 2 turbine engines with capacities of 677 KW/850 KVA and 800 KW/1000 KVA respectively. There should be two licensed operators with that engine capacity. <p>Non-Conformance Description (dilengkapi oleh auditor): The company has not been able to show sufficient evidence that it has identified the training needs of all employees according to the RSPO principles and criteria.</p>	
<p>Root Cause Analysis (filled by organization audited): Personnel qualifications are not used as the basis for fulfilling the competence of every worker.</p>	
<p>Correction (filled by organization audited):</p> <ol style="list-style-type: none"> Evidence of generator operator training in accordance with <i>Permenaker</i> No. 38 of 2016 Evaluation of personnel qualifications 	
<p>Corrective Action (filled by organization audited):</p> <ol style="list-style-type: none"> Evaluation of training needs based on personnel qualifications List of training needs as a basis for determining the following year's training program. 	
<p>Assessor Evaluation and Conclusion (filled by auditor):</p> <p>The company showed evidence of improvement, among others:</p> <ol style="list-style-type: none"> Certificate from PT Safindo Raya with number Ket.97/SR-MDN/X/2020 dated 3 October 2020 which states that 14 employees of PT Socfindo have passed and participated in coaching for the starter operator certification which was held on 30 September 2020 - 3 October 2020. It was further explained that the licenses of 14 employees are in the process of being processed at the Indonesian Ministry of Manpower. Evaluation of Personnel Qualifications for the period November 2020. List of Training Needs for 2021. The 2021 Training Program includes training on fertilization, harvesting, IPM, welding, use of pesticides, handling B3, SCCS, first aid workers and fire fighters. <p>Based on above explanation, this nonconformity is closed.</p>	
Verified by	: Yudhi Yuniarto

NCR No.	: 2020.03	Issued by	: Trismadi Nurbayuto
Date Issued	: 18 September 2020	Time Limit	: ASA-1.1

NC Grade	: Minor/Non Critical	Date of Closing	: 24 November 2020								
Standard Ref. & Requirement	: 7.2.4 There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in Indonesia best practice guidelines.										
Evidence observed (filled by auditor): During the audit activity, the auditor team verifies the evidence as follows: 1. Standard Operating Procedure Integrated Pest Control of <i>Oryctes rhinoceros</i> No. SOC/PSM/7.10-11, Edition 01, Revision 06, Dated January 01, 2020. The SOP explains the following: Point 6 Procedure Point 6.2.5.1 Control Criteria From planting to plants 60 months after planting (BST), control of <i>Oryctes rhinoceros</i> carried out by application of insecticides. Furthermore, after the plants were >60 BST, control was carried out based on the percentage of attacks on the plants. <table border="1"> <thead> <tr> <th>Age (BST)</th> <th>Frequency of Insecticide Application</th> </tr> </thead> <tbody> <tr> <td>0-6</td> <td>Every 7 days</td> </tr> <tr> <td>>6-12</td> <td>Every 10 days</td> </tr> <tr> <td>>12-60</td> <td>Control is carried out 1-2 times a month</td> </tr> </tbody> </table> Notes : For plants > N5, control / spraying is carried out once a month if found an attack of <i>Oryctes</i> with a percentage attack 4% 2. Based on the document of the <i>Oryctes rhinoceros</i> attack Seumanyam 2020, it shows that there is no attack for the <i>Oryctes rhinoceros</i> period January-August 2020. 3. Based on the spray plan and realization document <i>Oryctes</i> in 2020, it shows the use of the chemical cypermethrin for pest control activities <i>Oryctes rhinoceros</i> . For example, in May 2020 there was the use of cypermethrin in Division II Block 49 with an area of 34.24 Ha. 4. The use of the chemical cypermethrin for pest control activities <i>Oryctes rhinoceros</i> , for example up to 9 September 2020 there were 7.3 liters. 5. The 2020 Pesticide Toxicity Document for the January to August 2020 period there are 68.90 Liters of pesticide use in Seumanyam Estate.				Age (BST)	Frequency of Insecticide Application	0-6	Every 7 days	>6-12	Every 10 days	>12-60	Control is carried out 1-2 times a month
Age (BST)	Frequency of Insecticide Application										
0-6	Every 7 days										
>6-12	Every 10 days										
>12-60	Control is carried out 1-2 times a month										
Non-Conformance Description (filled by auditor): Based on the above audit evidence, it is known that the company uses a pesticide with the active ingredient cypermethrin for prophylactic purposes (prevention) of <i>Oryctes rhinoceros</i> pests, not based on the results of the pest census that has been conducted.											
Root Cause Analysis (filled by organization audited): Sustainability staff has not conducted joint identification with Plant Staff to ensure that all pest control procedures do not use pesticides for prophylactic purposes											
Correction (filled by organization audited): Revised <i>Oryctes</i> Control Procedure											
Corrective Action (filled by organization audited): a. Procedure Revision: <i>Oryctes</i> Control; Caterpillar control; Rat control. b. Minutes of identification results of pest control procedures for which prophylactic rules are required. c. Minutes of the Briefing dated October 5 th , 2020 regarding the Revised Procedure for Caterpillar, Rats and <i>Oryctes</i> control, which was attended by 9 people consisting of Management, Plant Staff, Askep, Sustainability, IA-Sustainability, and Assistants Division 1-4.											
Assessor Evaluation and Conclusion (filled by auditor): November 19, 2020											

The The Company showed the following evidence:

1. Minutes of briefing regarding PT Socfindo's Pest Control dated September 20, 2020, minutes of briefing discussing, among others:
 - Control mechanisms with prevention.
 - It is prohibited to use pesticides as a preventive measure in pest control.
 - List of pests at PT Socfindo (*Oryctes rhinoceros*, rats and caterpillars).
 - The use of chemicals is not carried out for preventive purposes, prioritized due diligent control.
 - Pest and disease staff will develop revised procedures for control of rhinoceros oryctes, rats and caterpillars.
2. Integrated Pest Control Procedure *Oryctes Rhinoceros* No. SOC/PSM/7.10-11 Edition 01 Revision 05 Effective Date October 1, 2020. Describes matters including:
 - Point 5.1 It is prohibited to use pesticides preventively to control pests and diseases (prophylactic).
 - Point 5.2 Census should be carried out regularly to determine the timing of control.
 - Point 6 The procedure describes the implementation of the census, the criteria for attack, and the stages of work for chemical control.
3. Integrated Control Procedure for Palm Leaves Eater Caterpillars No. SOC/PSM/7.10-13 Edition 01 Revision 06 Effective Date January 13, 2020, explaining matters including:
 - Point 5.1 It is prohibited to use pesticides preventively to control pests and diseases (prophylactic).
 - Point 5.4 Chemical control of caterpillars is carried out on the criteria for moderate to severe attack, for the criteria for light attack biological control is carried out with the fungus *Beauveria bassiana*.
4. Integrated Rat Pest Control Procedure No. SOC/PSM/7.10-21 Edition 01 Revision 03 Effective Date January 13, 2020, explaining matters including:
 - Point 5.1 It is prohibited to use pesticides preventively to control pests and diseases (prophylactic).
 - Point 6.2.3 Control, describes the stages of control in Biology and Chemical based on the level of attack.

November 24, 2020

The The Company showed the following evidence:

1. Email dated October 20, 2020 regarding notification of document revisions and notification of how to access the document. The revised documents include:

No	No. Document	Title	Edition	Rev	Description
1	SOC/PSM/7.10-11	Integrated Pest Control Procedure <i>Oryctes Rhinoceros</i>	1	5	Added at point 4.3, 5.1, 5.2, 6.2, dan 6.3
2	SOC/PSM/7.10-13	Integrated Control Procedure for Palm Leaves Eater Caterpillars	1	6	Added at point 3, 4.3, 5.1, 5.6, 6.4.2.3, 6.4.2.4, dan 6.4.2.1.2
3	SOC/PSM/7.10-21	Integrated Rat Pest Control Procedure	1	3	Revision at point 5.1, 6.2.3
4	SOC-KB/IK/02	<i>Pesticide Spraying Work Instructions</i>	1	4	Added at point 8.4.5, dan 8.4.6

2. Minutes of the Briefing dated October 5th, 2020 regarding the Revised Procedure for Caterpillar, Rats and *Oryctes* control, which was attended by 9 people consisting of Management, Plant Staff, Askep, Sustainability, IA-Sustainability, and Assistants Division 1-4.

Auditor Conclusion:

Based on the evidence of improvement that has been shown, this non-conformance is declared fulfilled.

Verified by : **Trismadi Nurbayuto**

3.4.3. Opportunity for Improvement

No	Ref. Std.	Description
1	3.6.1. (Critical/Major)	Companies have the opportunity to re-evaluate risk analysis documents according to actual field conditions, for example but not limited to problem identification (risk assessment) of installing razor wire in new plant areas and Covid-19. (Observation)
2	6.7.2. (Non-critical/Minor)	Based on the results of observations at the sterilizer station, it was found that there was a fire extinguisher mounted on the wall > 1.25 m high. The company is considering re-evaluating the installation of all fire extinguishers in accordance with applicable regulations (Observation)
3	7.3.1. (Non-critical/Minor)	Based on interview result with the Head of Section for Supervision and Development of the Environmental Agency of Nagara Raya Regency. It was explained that the company had monitored the quality of groundwater, the quality of effluent on the outlets, the quality of surface water in the upstream and downstream rivers. Meanwhile, based on Decree Letter of Nagara Raya Regent number 503.11/001/2019 concerning the second decision point d, it is mandatory to conduct periodic studies every semester regarding the effect of effluent discharge on fish, animal and plant cultivation; the soil and groundwater quality; and public health. However, there is no data regarding the effect of fish, animal and plant cultivation. It also included on the minutes of complaint verification dated 12 September 2020. Based on interview result also obtained information that the company were advised to complete in the RKL-RPL report for the 2 nd semester of 2020. The company to be consider to carry out the advice from Head of Section and Supervision and Development of Environmental Agency (Observation).
4	7.3.2. (Non-critical/Minor)	Based on field observation to the housing complex on Division II and Division IV sighted that there is garbage bin on the near of that complexes. In additions, the company also has socialized with warning sign regarding to domestic waste disposal to the garbage bin. Therefore, interview with resident, they had understood the procedures of domestic waste handling. However, there were still garbage dumped in the trench behind several houses. The company to be consider to re-evaluating the effectiveness of the procedure socialization to all workers. (Observation)
5	7.8.4. (Non-critical/Minor)	On the audit conducted dated 15 September 2020, the auditor team were visited Water Treatment Plant Station, interview with operator results explained that the flowmeter on the Boiler Station been damaged condition since 25 August 2020. There is no record of the water usage volume till audit activity. Then the certification unit showed documentation of flow meter repairing on 16 September 2020, in which the flowmeter has return function. The certification unit to be consider to re-evaluate the period of flow meter condition monitoring (Observation).

3.4.4. Noteworthy Positive Components

No	Description
1	The commitment to implemented sustainable palm oil principle from the management.
2	The company has personal competences to implemented the sustainable palm oil standards.
3	The company has obtained ISPO certificate number FM40027 tanggal 19 December 2016 till 18 December 2021.
4	The company has obtained <i>PROPER</i> certificate from Environment and Forestry Ministry of Republic Indonesia with a Blue rating for period of 2018/2019.

3.5 Summary of Arising Issues from Public and Auditor Verification

Public Issues (Institution/ NGO/Community)	Auditor Verification
<p>Thursday, 17 September 2020. PT Pancaran Maritim Transportindo (CPO Transporter by Ship)</p> <p>Interview with transporters, its know :</p> <ul style="list-style-type: none"> • There CLA for CPO transporter it valid for one year. • The payment was paid regularly. • The transporter has been paid <i>BPJS TK & KES</i> for they workers. • There is no complaint for transporter. • The payment slip for workers has been give every month and their wages are above the minimum wage. 	<p>The The Company has a good cooperation with contractor.</p>
<p>Wednesday, September 16th, 2020.</p> <p>Interview with worker cooperative, its know :</p> <ul style="list-style-type: none"> • Cooperatives are engaged in savings and loan businesses • Cooperative members are all employees and staff at Seumanyam Estate and Mill • There are no complaints from worker cooperatives to the company. • The company provides support for cooperative activities by being trusted by the company to provide anemer labor. 	<p>The company provides support to worker cooperatives.</p>
<p>Wednesday, September 16th, 2020.</p> <p>Interview with gender committee, its know :</p> <ul style="list-style-type: none"> • The company has implemented policies related to gender equality, it is known that there have been women who are trusted to be the foremen • The company provides reproductive rights related to maternity leave, maternity leave and leave during menstruation. • The company facilitates gender committee members by providing facilities and infrastructure when there is a need related to program socialization, and others • There have never been any complaints regarding the implementation of forced labor, intimidation or incidents of sexual harassment, both verbal and physical • The company has provided child care centers in each division and is equipped with PAUD teachers 	<p>The company provides support to the gender committee</p>
<p>Wednesday, September 16th, 2020.</p> <p>Interview with worker union, its know :</p> <ul style="list-style-type: none"> • The worker union has been registered with the Manpower and Transmigration Agency of Nagan Raya • Worker union members are all employees and staff at Seumanyam Estate and Mill • The company has carried out regular periodic health checks • The company has implemented regulations related to wages and there are no complaints regarding wages 	<p>The company provides support to the worker union</p>

Public Issues (Institution/ NGO/Community)	Auditor Verification
<ul style="list-style-type: none"> • There are no complaints regarding the facilities provided by companies including housing, PPE and others. • There are no cases between employees and companies that have not been resolved. 	
<p>Wednesday, September 16th, 2020.</p> <p>Interview with Head of Environment Agency of Nagan Raya Regency:</p> <p>Positive issues:</p> <ul style="list-style-type: none"> • The company has obtained social environment impact assessment. • There is no additional scope during last year. • The company has reported environment monitoring & management plan implementation. • The company has effluent discharge license • The company has hazardous waste store license • There are no open burning issues. • The company had obtained <i>PROPER</i> certificate from minister of Environment and Forestry with a Blue category. <p>Negative issues:</p> <p>There is grievance from <i>Panglima Laod</i> to the agency regarding to environment pollution for PT Kalista Alam, PT Marga Alam, and PT Socfindo. The environment inspector from Environment Agency of Aceh Province was visit on September 2020 to follow up that report. However, the result of this inspection is still on process, such as: effluent quality test and surface water quality test on laboratory testing process. However, the company to be consider to follow up all advice from that inspector in accordance to the minute of meeting.</p>	<p>All positive issues had been verified by the auditor and reported on each indicator.</p> <ul style="list-style-type: none"> • Minute of inspection from Environment Agency of Aceh Province dated 12 September 2020: <ol style="list-style-type: none"> a. Krueung Seumanyam and Kuala Seumanyam river pollution was reported from stakeholders. b. Effluent discharge flows from estate trenches with distance 200 m. c. That's trenches flow to the Alue Geutah River, and then the Alue Geutah flows to the Alue Briung River passing several Villages: Panton Bayu, Ujung Tanjung, Sarah Bate, Alue Batumbruk, Blang Luah along 15 Km. d. The Alue Briung River flows into Krueng Seumanyam River towards the Kuala Suemanyam River and ends at the sea. e. The flow of effluent from Seumanyam POM is far enough to the Krueng Suemanyam River and Kuala Seumanyam River, it's not pollution from Seumanyam POM. f. There is statement letter dated 21 August 2020 were signed by <i>Panglima Laod</i> of Kuala Seumanyam, <i>Keuchik Gampong Kuala Seumanyam</i>, <i>Keuchik Gampong Blang Hulu</i>, <i>Keuching Gampong Alue Bateng Brok</i>, and <i>Keuchik Gampong Ujong Tanjong</i> sent to the Head of Environment Agency of Nagan Raya Regency. They had ratified grievance letter by date 24 July 2020, in accordance to field visit result with the company sighted that the Seumanyam POM don't pollute the Alue Geutah River.

Public Issues (Institution/ NGO/Community)	Auditor Verification
<p>Wednesday, September 16th, 2020. Interview with Head of Manpower of Nagan Raya Regency:</p> <p>Positive issues:</p> <ul style="list-style-type: none"> • The company has had OHS committee. • The company has reported manpower report every year. • All workers had register on social insurance program • The company has implemented the minimum wage regulation • There is no child labour issue • The company has provided the adequate PPE's • The worker union has registered on the agency. <p>Negative issues:</p> <ul style="list-style-type: none"> • There are two fatality cases on this year, however the company has claim the BPJS insurance. • There is complaint from workers regarding to annual bonus. However, it can be resolved by tripartite meeting. 	<p>All positive issues had been verified by the auditor and reported on each indicator.</p> <p>There was a work accident report on 17 February 2020 along with the accident chronology. The BPJS insurance claim was finish. The corrective action from the management are changing all harvesting tools with the material that can't conduct electricity. For the other cases, it has been verified by the auditor team on the relevant indicator.</p> <p>The decreasing of bonus related with Covid-19 pandemic conditions.</p>
<p>Wednesday, September 16th, 2020. Interview with Head of Plantation Agency of Nagan Raya Regency:</p> <p>Positive issues:</p> <ul style="list-style-type: none"> • The company has business plantation permit • The latest plantation class certificate on 2018. • There are MoU with smallholders' group to transfer the knowledge and information. Due to covid-19 pandemic, this program was pending. • The company has reported plantation business progress report every semester. • There are no fire cases issue. • The company has an adequate firefighting tool. • The company has CSR program • There are no local communities/indigenous people. • There is no peat area <p>Negative issue: -</p>	<p>All positive issues had been verified by the auditor and reported on each indicator.</p>
<p>Wednesday, September 16th, 2020. Interview with <i>Keuchik Gampong Pulo Tengah</i>:</p> <p>Positive issues:</p> <ul style="list-style-type: none"> • The company was established since year of 1930, there are no land acquisition process. • There is no land dispute issue. • The company has socialized about HCV area, for example: Alue Jepang River on Division 1. 	<p>All positive issues had been verified by the auditor and reported on each indicator.</p>

Public Issues (Institution/ NGO/Community)	Auditor Verification
<ul style="list-style-type: none"> • The company has conducted SIA involved the local communities, vulnerable communities, and women parties. • The company has realised CSR program on the infrastructure aspect, education aspect and religion aspect. • There is no environment pollution issue. • The PIC for communication is each of division assistant • The majority of people are working for the company. • The company has informed about job vacancies. <p>Negative issue: -</p>	
<p>Wednesday, September 16th, 2020. Interview with <i>Keuchik Gampong Deuli Kilang</i>.</p> <p>Positive issues:</p> <ul style="list-style-type: none"> • The company was established since year of 1930, there are no land acquisition process. • There is no land dispute issue. • The company has socialized about HCV area, for example: Alue Guetah. • The company has conducted SIA involved the local communities, vulnerable communities, and women parties. • The company has realised CSR program on the infrastructure aspect, education aspect, health aspect and religion aspect. • There is no environment pollution issue. • The PIC for communication is each of division assistant • The majority of people are working for the company. • The company has informed about job vacancies. <p>Negative issue: -</p>	<p>All positive issues had been verified by the auditor and reported on each indicator.</p>
<p>Wednesday, September 16th, 2020. Interview with <i>Keuchik Gampong Pantan Bayu</i>.</p> <p>Positive issues:</p> <ul style="list-style-type: none"> • The company was established since year of 1930, there are no land acquisition process. • There is no land dispute issue. • The company has socialized about HCV area, for example: Alue Guetah. • The company has conducted SIA involved the local communities, vulnerable communities, and women parties. • The company has realised CSR program on the infrastructure aspect, education aspect, health aspect and religion aspect. • There is no environment pollution issue. • The PIC for communication is each of division assistant • The majority of people are working for the company. • The company has informed about job vacancies. <p>Negative issue: -</p>	<p>All positive issues had been verified by the auditor and reported on each indicator.</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> <div style="display: flex; justify-content: space-around; align-items: flex-end;"> <div style="text-align: center;"> <p>PT Socfin Indonesia Head of Sustainability</p>  <p>Andria Zulmanitra Tuesday, 24 November 2020</p> </div> <div style="text-align: center;"> <p>Mutuagung Lestari Lead Auditor</p>  <p>Trismadi Nurbayuto Tuesday, 24 November 2020</p> </div> </div>

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

No	Institution/ NGO/ Community	Address	Phone/ Email	Form of Communication	Date of Contact	Response	
						Yes	No
1.	Seumanyam Mill - 2 Security guard - 2 weightbridge operator - 1 Expedition administration - 2 Sortation personel	Simpang Deli Kilang Village, Darul Makmur Sub-District and Nagan Raya District, Aceh Province	-	Direct interview	15 September 2020	✓	-
2.	Worker Cooperative	Simpang Deli Kilang Village, Darul Makmur Sub-District and Nagan Raya District, Aceh Province	-	Direct interview	16 September 2020	✓	-
3.	Gender Comitee	Simpang Deli Kilang Village, Darul Makmur Sub-District and Nagan Raya District, Aceh Province	-	Direct interview	16 September 2020	✓	-
4.	Worker Union	Simpang Deli Kilang Village, Darul Makmur Sub-District and Nagan Raya District, Aceh Province	-	Direct interview	16 September 2020	✓	-
5.	PT Pancaran Maritim Transportindo (CPO Transporter)	Penjaringan Sub-District, Jakarta Utara.	-	Via phone	17 September 2020	✓	-
6.	Seumanyam Estate - 3 spraying personel - 10 harvesting personel - 5 manuring personel - 2 IPM personel	Simpang Deli Kilang Village, Darul Makmur Sub-District and Nagan Raya District, Aceh Province	-	Direct interview	17 September 2020	✓	-
7.	Head of Environment Agency of Nagan Raya Regency	Nagan Raya Regency, Aceh Province	-	Via phone	17 September 2020	✓	-
8.	Head of Manpower Agency of Nagan Raya Regency	Nagan Raya Regency, Aceh Province	-	Via phone	17 September 2020	✓	-
9.	Head of Plantation Agency of Nagan Raya Regency	Nagan Raya Regency, Aceh Province	-	Via phone	17 September 2020	✓	-
10.	<i>Keuchik Gampong Deuli Kilang</i>	Darul Makmur Sub-District and Nagan Raya District, Aceh Province	-	Via phone	17 September 2020	✓	-
11.	<i>Keuchik Gampong Pantan Bayu</i>	Darul Makmur Sub-District and Nagan Raya District, Aceh Province	-	Via phone	17 September 2020	✓	-
12.	<i>Keuchik Gampong Pulo Tengah</i>	Darul Makmur Sub-District and Nagan Raya District, Aceh Province	-	Via phone	17 September 2020	✓	-

13	World Wild Fund (WWF)	Jakarta	wwf-indonesia@wwf.or.id	email	7 September 2020	-	✓
14	Sawit Watch Indonesia	Bogor	info@sawitwatch.or.id	email	7 September 2020	-	✓
15	Wahana Lingkungan Hidup Indonesia (WALHI)	Jakarta	informasi@walhi.or.id	email	7 September 2020	-	✓
16	Aliansi Masyarakat Adat Nasional (AMAN)	Jakarta	rumahaman@cbn.net.id	email	7 September 2020	-	✓

Appendix 2. Assessment Program

DATE	14 – 19 September 2020	
PROGRAM	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
Monday, 14 September 2020		
07.30 – 10.25	<ul style="list-style-type: none"> Travelling from Jakarta to Banda Aceh 	<ul style="list-style-type: none"> All Auditor
11.00 – 18.00	<ul style="list-style-type: none"> Travelling from Banda Aceh to site 	<ul style="list-style-type: none"> All Auditor
Tuesday, 15 September 2020		
08.00 – 09.00	<ul style="list-style-type: none"> Opening Meeting 	<ul style="list-style-type: none"> All Auditor
09.00 – 12.00	Verification on previous assessment and document review <ul style="list-style-type: none"> Environment, Social, GHG Aspects Legal, Contractor, SCCS, Time Bound Plan, Partial Certification Best Management Practices & Transparencies Aspects OHS & Worker Welfare Aspects 	<ul style="list-style-type: none"> TNB BRP TNB/SPM YYT
12.00 – 14.00	Break	<ul style="list-style-type: none"> All Auditor
14.00 – 16.30	Field Observation to Seumanyam POM <ul style="list-style-type: none"> Workshop, Chemical Storage, Loading Ramp (Grading), Grading Station, Processing Station Security, Weighbridge Station, CPO Storage Tank, Palm Kernel Silo/Bulk (Supply Chain) Effluent Ponds, Land Application (LA), WTP, Hazardous Waste Material (LB3) management. 	<ul style="list-style-type: none"> YYT/SPM BRP TNB
16.30 – 17.00	<ul style="list-style-type: none"> Daily progress & field visit clarifications 	<ul style="list-style-type: none"> All Auditor
Wednesday, 16 September 2020		
08.00 – 12.00	<ul style="list-style-type: none"> Stakeholders Consultation to Government Agency in Nagan Raya Regency (Land Agency, Plantation Agency, Manpower Agency, Environment Agency <i>Nagan Raya Regency</i>) by phone Stakeholder Consultation to Nearest Community, Previous Land Owners, Smallholders, & Contractors in Simpang Deli Kilang Village & Pantun Bayu Pulo Village) by phone Security, Weighbridge Station, CPO Storage Tank in Bulking Field Observation to Housing Complex, Chemical Store, Fire Fighting Facility, Hazardous Waste Store, Mixing Area, Domestic Waste Management in Seumanyam Estate Interview with internal stakeholders (Workers Union, Gender Committee, Worker Cooperative) 	<ul style="list-style-type: none"> TNB BRP YYT TNB/SPM
12.00 – 14.00	Break	<ul style="list-style-type: none"> All Auditor
14.00 – 16.30	Verification on previous assessment and document review <ul style="list-style-type: none"> Environment, Social, GHG Aspects Legal, Contractor, SCCS, Time Bound Plan, Partial Certification Best Management Practices & Transparencies Aspects OHS & Worker Welfare Aspects 	<ul style="list-style-type: none"> TNB BRP TNB/SPM YYT
16.30 – 17.00	<ul style="list-style-type: none"> Daily progress & field visit clarifications 	<ul style="list-style-type: none"> All Auditor
Thursday, 17 September 2020		
	Field Observation to Seumanyam Estate	

	<ul style="list-style-type: none"> • Replanting, Nursery, Manuring, Spraying, Harvesting, Integrated Pest Management (IPM), OHS aspects, Worker Welfare (payments, complaint mechanism) • Legal operational & High Conservation Value Area, Empty Fruit Bunch Application, Fragile Soil Management • Worker facilities (housing, health clinic, clean water) and Hazardous Waste Material (B3) management, Fire Fighting facilities, Storage. 	<ul style="list-style-type: none"> • YYT/SPM • TNB • BRP
12.00 – 14.00	Break	<ul style="list-style-type: none"> • All Auditor
	Verification on previous assessment and document review	
	<ul style="list-style-type: none"> • Environment, Social, GHG Aspects • Legal, Contractor, SCCS, Time Bound Plan, Partial Certification • Best Management Practices & Transparencies Aspects • OHS & Worker Welfare Aspects 	<ul style="list-style-type: none"> • TNB • BRP • TNB/SPM • YYT
16.30 – 17.00	<ul style="list-style-type: none"> • Daily progress & field visit clarifications 	<ul style="list-style-type: none"> • All Auditor
Friday, 18 September 2020		
09.00 – 11.00	<ul style="list-style-type: none"> • Closing Meeting 	<ul style="list-style-type: none"> • All Auditor
Saturday, 19 September 2020		
07.00 – 13.00	<ul style="list-style-type: none"> • Travelling from site to Banda Aceh 	<ul style="list-style-type: none"> • All Auditor
15.40 – 18.40	<ul style="list-style-type: none"> • Banda Aceh – Jakarta 	<ul style="list-style-type: none"> • All Auditor