

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

[✓] Surveillance

Name of Management Organisation : **Gunung Aru Palm Oil Mill, PT Bersama Sejahtera Sakti subsidiary of Sime Darby Plantation Bhd.**

Plantation Name : PT Bersama Sejahtera Sakti: Gunung Aru Estate, Gunung Kemasan Estate, Laut Timur Estate and Pantai Timur Estate.

Location : Betung Village, Pulau Laut Timur Sub District, Kotabaru District, Kalimantan Selatan Province, Indonesia.

Certificate Code : **MUTU-RSPO/005**

Date of Initial Registration : 05 July 2011

Date of Last Issue : 01 April 2022 Date of License Issue : 01 April 2023

Date of Certificate Expiry : 31 March 2027 Date of License Expiry : 31 March 2024

| Assessment | Assessment Date | PT Mutuagung Lestari Auditor | Reviewed by | Approved by |
|------------|--------------------------------|---|----------------|-------------|
| ASA-2.1 | 30 January to 03 February 2023 | Hasiholan Sihombing (<i>Lead Auditor</i>), Rahmat Abdiansyah, Septian Maulana, and Hary Wahyudi | Moh Arif Yusni | Leonada |

| Assessment | Approved by MUTUAGUNG LESTARI on: |
|------------|-----------------------------------|
| ASA-2.1 | 02 March 2023 |

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Figure 1. Location Map of PT Bersama Sejahtera Sakti

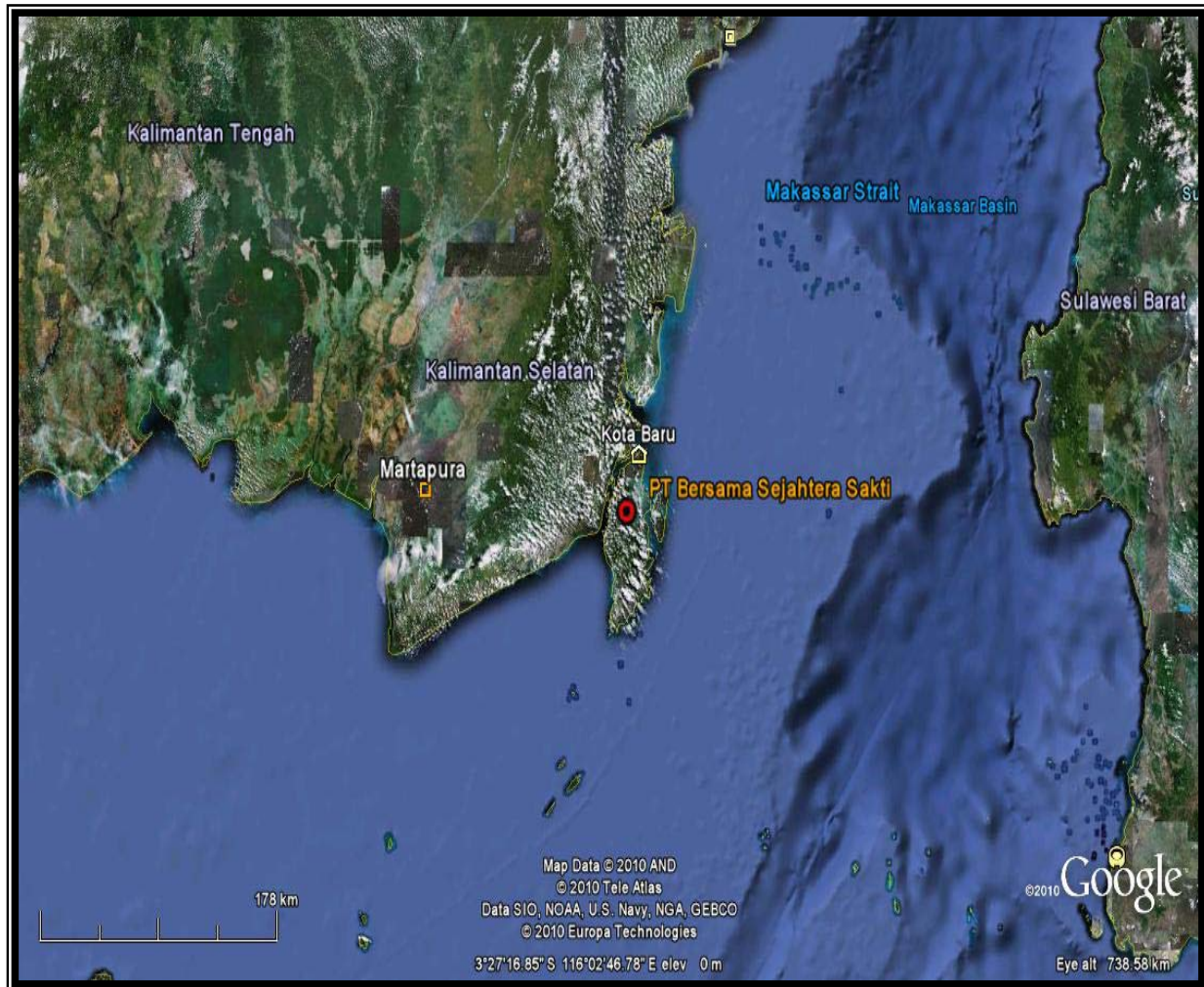
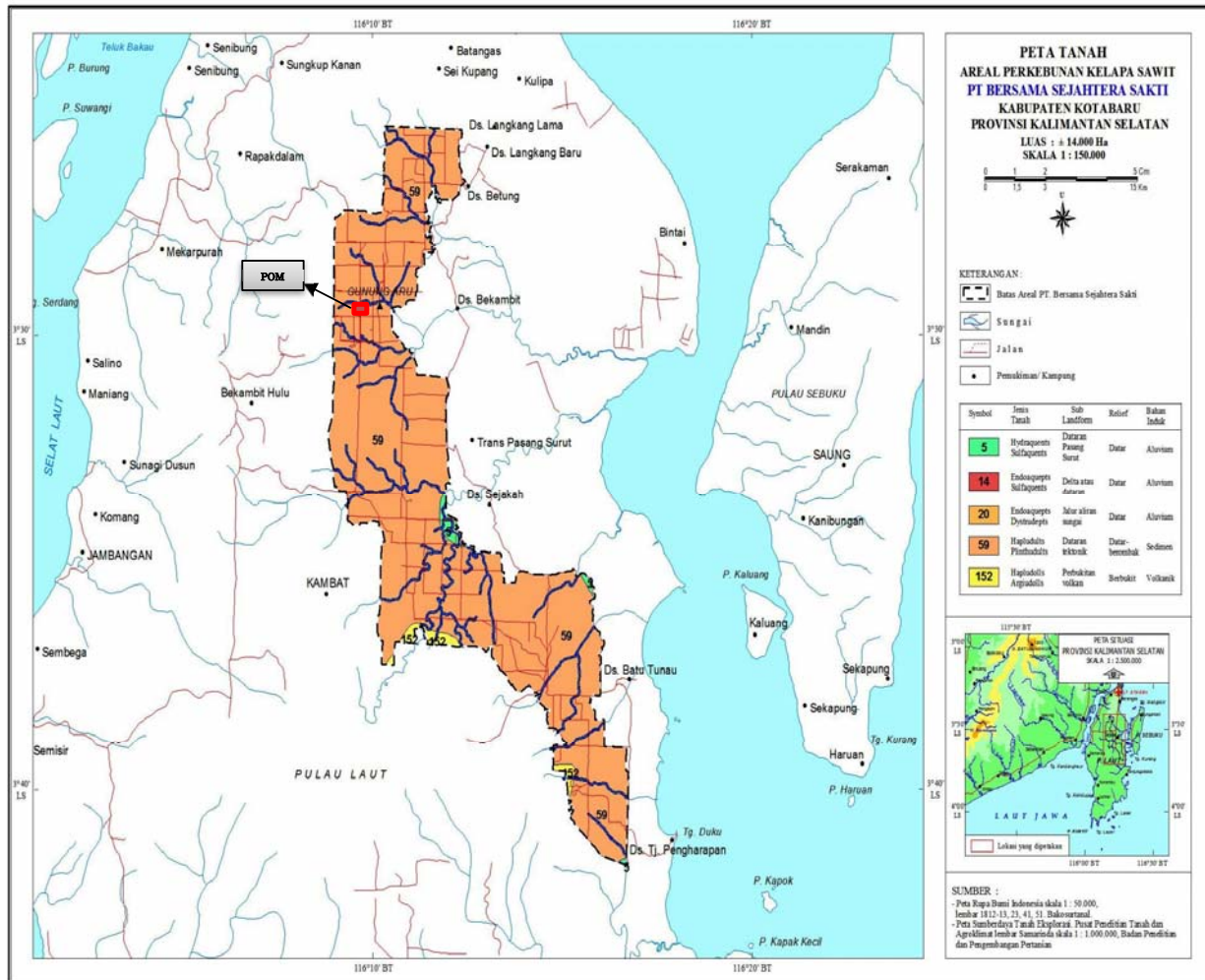


Figure 2. Operational Map of PT Bersama Sejahtera Sakti



Abbreviations Used

| | | |
|----------------------|---|---|
| ALMEKA | : | <i>Alat Mekanisasi Kacangan</i> |
| AMDAL | : | <i>Analisis Mengenai Dampak Lingkungan</i> (Social and Environmental Impact Assessment) |
| ANDAL | : | <i>Analisis Dampak Lingkungan</i> (Environmental Impact Analysis) |
| APAR | : | <i>Alat Pemadam Api Ringan</i> (Fire Extinguisher) |
| PPE (<i>APD</i>) | : | <i>Alat Perlindungan Diri</i> (Personal Protective Equipment) |
| B3 | : | <i>Bahan Beracun and Berbahaya</i> (Hazardous Material Waste) |
| BLHD | : | <i>Badan Lingkungan Hidup Daerah</i> (District Environment Body) |
| BMP | : | Best Management Practice |
| BOB | : | Barn On Box |
| BOD | : | Biological Oxygen Demand |
| BKSDA | : | <i>Balai Konservasi Sumber Daya Alam</i> |
| BPN | : | <i>Badan Pertanahan Nasional</i> (National Land Agency) |
| BPJS | : | <i>Badan Penyelenggara Jaminan Sosial</i> |
| BSS | : | Bersama Sejahtera Sakti |
| CD | : | Community Development |
| CECT | : | Close ended conservation trenches |
| CPCL | : | <i>Calon Petani Calon Lahan</i> |
| CPO | : | Crude Palm Oil |
| CSR | : | Corporate Social Responsibility |
| EFB | : | Empty Fruit Bunch |
| EIA | : | Environmental Impact Assessment |
| FFB | : | Fresh Fruit Bunch |
| GAE | : | Gunung Aru Estate |
| GAF | : | Gunung Aru Factory |
| GKE | : | Gunung Kemas Estate |
| GHG | : | Green House Gas |
| HACCP | : | Hazard Analysis Critical Control Point |
| HCV | : | High Conservation Value (<i>Nilai Konservasi Tinggi</i>) |
| HGU | : | <i>Hak Guna Usaha</i> . (Land Use Permit) |
| HIRACC | : | Hazard Identification Risk Assessment & Control |
| HPT | : | <i>Hama Penyakit Tanaman</i> |
| ISO | : | International Organization for Standardization |
| ISCC | : | International Sustainability & Carbon Certificate |
| IUP | : | <i>Izin Usaha Perkebunan</i> . (Plantation Operation License) |
| IPAL (<i>WWTP</i>) | : | <i>Instalasi Penyaluran Air Limbah</i> (Wastewater Treatment Plant) |
| JAMSOSTEK | : | <i>Jaminan Sosial Tenaga Kerja</i> (Social Assurance of Labor) |
| KLH | : | <i>Kementerian Lingkungan Hidup</i> (Environment Ministry) |
| KSS | : | <i>Kalimantan Selatan Sulawesi</i> |
| KUD | : | <i>Koperasi Unit Desa</i> (Cooperative Village Unit) |
| LC | : | Land Clearing |
| LCC | : | Legume Cover Crop |
| LUCA | : | Land Use Change Analysis |
| LTE | : | Laut Timur Estate |
| LSU | : | Leaf Sampling Unit |
| MCU | : | Medical Check up |
| MMCM | : | Minamas Management Committee Meeting |
| MSDS | : | Material Safety Data Sheet |
| OHS | : | Occupational Health & Safety |

| | | |
|-----------|---|--|
| OER | : | Oil Extraction Rate |
| PHT | : | <i>Pengendalian Hama Terpadu</i> (Integrated Pest Management) |
| PK | : | Palm Kernel |
| PKO | : | Palm Kernel Oil |
| POM | : | Palm Oil Mill |
| PKWT | : | <i>Perjanjian Kerja Waktu Tertentu</i> (Temporary Work Agreement) |
| PP | : | <i>Peraturan Pemerintah</i> (Government Regulation) |
| PPE | : | Personal Protective Equipment |
| PTE | : | Pantai Timur Estate |
| POM | : | Palm Oil Mill |
| POME | : | Palm Oil Mill Effluents |
| PPLH | : | <i>Pusat Penelitian Lingkungan Hidup</i> |
| RKL/RPL | : | <i>Rencana Kelola Lingkungan/ Rencana Pemantauan Lingkungan</i> (Environmental Management Plan/ Environment Monitoring Plan) |
| RKS/RPS | : | <i>Rencana Kelola Sosial/ Rencana Pemantauan Sosial</i> (Social Management Plan/ Social Monitoring Plan) |
| PSD | : | Plantation Services Department |
| PSQM | : | Plantation Sustainability and Quality Management |
| SKP | : | <i>Surat Keputusan Penunjukan</i> / Appointment Decree |
| SKU | : | Permanent Worker |
| SOP | : | Standard Operating Procedure |
| SOU | : | Strategic Operating Unit |
| SP | : | <i>Serikat Pekerja</i> (Labor Union) |
| SPK | : | <i>Surat Perjanjian Kerja</i> (Minutes of Agreement) |
| TBM | : | <i>Tanaman Belum Menghasilkan</i> / immature plants |
| TM | : | <i>Tanaman Menghasilkan</i> / mature plants |
| TBS (FFB) | : | <i>Tandan Buah Segar</i> (Fresh Fruit Bunches) |
| UoC | : | Unit of Certification |
| UPDKS | : | <i>Ulat Pemakan Daun Kelapa Sawit</i> |
| WLTK | : | <i>Wajib Laporkan Tenaga Kerja</i> (Labor compulsory report) |
| | | |

| | | | |
|-------|---|--|-----------------------------|
| 1.0 | SCOPE of the CERTIFICATION ASSESSMENT | | |
| | | | |
| 1.1 | Assessment Standard Used | <ul style="list-style-type: none">• RSPO Principles and Criteria for Sustainable Palm Oil Production 2018, The Indonesian National Interpretation, Endorsed by the RSPO Board of Governors on 20th April 2020• RSPO Certification Systems for Principles & Criteria and RSPO Independent Smallholder Standard, Endorsed by the RSPO Board of Governors on 12 November 2020 | |
| | | | |
| 1.2 | Organisation Information | | |
| 1.2.1 | Organisation name listed in the certificate | Gunung Aru POM, PT Bersama Sejahtera Sakti subsidiary of Sime Darby Plantation Berhad | |
| 1.2.2 | Contact person | Alagendran Maniam | |
| 1.2.3 | Organisation address and site address | Company RSPO Registered: Level 3A, Main Block, Plantation Tower, No. 2, Jalan PJU 1A/7, Ara Damansara, 47301 Petaling Jaya, Selangor, Malaysia Indonesia Liasion Office: The Plaza Office Tower Lantai 36, Jl MH Thamrin Kav. 28-30, Jakarta 10350 | |
| 1.2.4 | Telephone | +62-21-29926000 | |
| 1.2.5 | Fax | +62-21-29926000 | |
| 1.2.6 | E-mail | alagendran.maniam@sime-darbyplantation.com | |
| 1.2.7 | Web page address | http://www.sime-darbyplantation.com/ | |
| 1.2.8 | Management Representative who completed the application for certification | Alagendran Maniam (Head of Sustainability Minamas Plantation) | |
| 1.2.9 | Registered as RSPO member | 1-0008-04-000-00 – 6 September 2004 | |
| | | | |
| 1.3 | Type of Assessment | | |
| 1.3.1 | Scope of Assessment and Number of Management Unit | One (1) unit Palm Oil Mill – Gunung Aru POM and four (4) units supply bases – Gunung Aru Estate, Gunung Kemasan Estate, Laut Timur Estate, Pantai Timur Estate. | |
| 1.3.2 | Type of certificate | Single | |
| | | | |
| 1.4 | Locations of Mill and Plantation | | |
| 1.4.1 | Location of Mill | | |
| | Name of Mill | Location | Coordinate |
| | | | LatitudeLongitude |
| | Gunung Aru Factory | Betung Village, Pulau Laut Timur Sub District, Kotabaru District, Kalimantan Selatan Province, Indonesia | S 03° 29' 41"E 116° 10' 00" |
| | | | |
| 1.4.2 | Location of Certification Scope of Supply Base | | |
| | Name of Supply Base | Location | Coordinate |
| | | | LatitudeLongitude |
| | Gunung Aru Estate | Bekambit Village, Pulau Laut Timur Sub District, Kotabaru District, Kalimantan Selatan Province, | S 03° 30' 15"E 116° 09' 47" |

| | | | | | | |
|-------|---|--|-----------------------|-------------------|---------------------|----------|
| | | Indonesia | | | | |
| | Gunung Kemasan Estate | Sejakah Village, Pulau Laut Timur Sub District, Kotabaru District, Kalimantan Selatan Province, Indonesia | S 03° 31' 48" | S 116° 11' 00" | | |
| | Laut Timur Estate | Sejakah Village, Pulau Laut Timur Sub District, Kotabaru District, Kalimantan Selatan Province, Indonesia | S 03° 35' 49" | E 116° 12' 18" | | |
| | Pantai Timur Estate | Batu Tunau Village, Pulau Laut Timur Sub District, Kotabaru District, Kalimantan Selatan Province, Indonesia | S 03° 36' 24" | E 116° 13' 26" | | |
| | | | | | | |
| 1.5 | Description of Area Statement | | | | | |
| 1.5.1 | Tenure | | | | | |
| | • State | | 12,828.22 Ha | | | |
| | • Community | | - Ha | | | |
| | *There was a reduction in the HGU area from the previous assessment due to the issuance of an Extension HGU Decree where the area in the extended HGU Decree decreased by 152.44 Ha from the old HGU. More detailed information is explained in indicator 4.4.1 | | | | | |
| 1.5.2 | Area Statement | | | | | |
| | • Total area | | 12,828.22 Ha | | | |
| | • Mature area | | 10,100.91 Ha | | | |
| | • Immature area | | 1,976.39 Ha | | | |
| | • Mill | | 34.99 Ha | | | |
| | • Road and Buildings | | 68.26 Ha | | | |
| | • Drain and River | | 6.91 Ha | | | |
| | • Security Trenches | | 5.08 Ha | | | |
| | • Cemetery | | 0.37 Ha | | | |
| | • Occupation | | 299.36 Ha | | | |
| | • Nursery | | 22.50 Ha | | | |
| | • HCV | | 313.45 Ha | | | |
| | | | | | | |
| 1.6 | Planting Year and Cycles | | | | | |
| 1.6.1 | Age profile of planting year | | | | | |
| | Planting Year | Hectarage (Ha) | | | | |
| | | Gunung Aru Estate | Gunung Kemasan Estate | Laut Timur Estate | Pantai Timur Estate | Total |
| | 1995 | - | - | - | 232.63 | 232.63 |
| | 1996 | - | - | 257.23 | 835.82 | 1,093.05 |
| | 1997 | - | - | - | 240.92 | 240.92 |
| | 1998 | - | - | 178.98 | - | 178.98 |
| | 2000 | - | - | - | 103.16 | 103.16 |
| | 2003 | - | - | 49.50 | 115.24 | 164.74 |
| | 2005 | - | - | 54.62 | 79.28 | 133.90 |
| | 2006 | - | - | - | 441.23 | 441.23 |

| | | | | | | | |
|-------|---|----------------------------|--------------------------------|-----------------------|---------------------------|----------------------|-------------------|
| | 2007 | - | - | - | 407.81 | 407.81 | |
| | 2010 | 273.82 | | - | - | 273.82 | |
| | 2012 | 308.59 | | - | - | 308.59 | |
| | 2013 | 422.22 | 251.64 | - | - | 673.86 | |
| | 2014 | 388.71 | 477.74 | - | - | 866.45 | |
| | 2015 | 730.65 | 613.83 | 347.30 | - | 1,691.78 | |
| | 2016 | 401.42 | 564.49 | 433.92 | - | 1,399.83 | |
| | 2017 | 185.52 | 324.23 | 443.59 | 48.24 | 1,001.58 | |
| | 2018 | 131.87 | 214.78 | 257.54 | 284.39 | 888.58 | |
| | Mature Area | 2,842.80 | 2,446.71 | 2,022.68 | 2,788.72 | 10,100.91 | |
| | 2019 | - | 407.42 | 184.16 | 186.41 | 777.99 | |
| | 2020 | - | 480.04 | 169.15 | - | 649.19 | |
| | 2022 | - | - | 549.21 | - | 549.21 | |
| | Immature Area | - | 887.46 | 902.52 | 186.41 | 1,976.39 | |
| | TOTAL | 2,842.80 | 3,334.17 | 2,925.20 | 2,975.13 | 12,077.30 | |
| | *Planting years above 2010 are replanting | | | | | | |
| 1.6.2 | New Planting area after January 2010 | | | - Ha | | | |
| 1.6.3 | Planting Cycle | | | 2 nd Cycle | | | |
| | | | | | | | |
| 1.7 | Description of Mill and Supply Base | | | | | | |
| 1.7.1 | Description of Mill | | | | | | |
| | Name of Mill | Capacity (tonnes/ hour) | FFB Processed (tonnes/year) | CPO | | Palm Kernel | |
| | | | | Out put (tonnes) | Extraction (%) | Out put (tonnes) | Extraction (%) |
| | Gunung Aru | 60 | 260,531.55 | 55,565.50 | 21.33 | 10,975.66 | 4.21 |
| | *Production data source period January to December 2022 | | | | | | |
| 1.7.2 | Description of Certification Scope of Supply Base | | | | | | |
| | Name of Estates | Total Area (Ha) | Production Area (Ha) | FFB (tonnes/year) | Yield (tonnes/ha/year) | Supplied to Mill | |
| | | | | | | FFB (tonnes/year) | % |
| | Gunung Aru Estate | 2,999.16 | 2,842.80 | 69,281.92 | 24.37 | 69,281.92 | 100 |
| | Gunung Kemas Estate | 3,475.75 | 2,446.71 | 51,762.51 | 21.16 | 51,762.51 | 100 |
| | Laut Timur Estate | 3,207.46 | 2,022.68 | 44,745.02 | 22.12 | 44,745.02 | 100 |
| | Pantai Timur Estate | 3,145.85 | 2,788.72 | 58,853.89 | 21.10 | 58,853.89 | 100 |
| | TOTAL | 12,828.22 | 10,100.91 | 224,643.34 | 22.24 | 224,643.34 | 100 |
| | *Production data source period January to December 2022 | | | | | | |
| 1.7.3 | FFB description from other source | | | | | | |
| | Name of | Type of Organisation | | number of | Production | Supplied to Mill | |

| | | | | | | | | |
|---|--|----------------------------|----------------------------------|--|--------------|---|---------------------------|-----------------|
| | sources/Organisation (RSPO certified / non-certified) | | | smallholders | Area (Ha) | FFB (tonnes/year) | | |
| | Maju Bersama Plasma (RSPO Non-certified) | | Scheme Smallholders of PT BSS | | 450 | 881.37 | 12,968.32 | |
| | KUD Berkat Usaha Bersama (RSPO Non-certified) | | Outgrower | | - | - | 12,704.80 | |
| | KUD Bersama Kita Maju (RSPO Non-certified) | | Outgrower | | - | - | 10,319.19 | |
| | TOTAL | | | | | | 35,992.31 | |
| *Production data source period January to December 2022 | | | | | | | | |
| 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 + Extension Volume (MT) | | Last Year Actual Certified Volume (January to December 2022) (MT) | | |
| | FFB Processed | | | 240,596 | | 224,643.34 | | |
| | CPO Production | | | 57,448 | | 47,913.87 | | |
| | Palm Kernel (PK) Production | | | 11,545 | | 9,467.10 | | |
| | | | | | | | | |
| 1.8.2 | Product selling | | | | | | | |
| | Type of selling product | | | Actual selling product for last year (January to December 2022) (MT) | | | | |
| | CSPO sold as RSPO certified product | | | 0 | | | | |
| | CSPK sold as RSPO certified product | | | 4,035.00 | | | | |
| | CSPO sold under another scheme | | | 0 | | | | |
| | CSPK sold under another scheme | | | 0 | | | | |
| | CSPO sold as conventional | | | 47,544.93 | | | | |
| | CSPK sold as conventional | | | 5,345.98 | | | | |
| | | | | | | | | |
| 1.8.3 | Estimate of Certified FFB Claim | | | | | | | |
| | Name of Estates | | Total Area (Ha) | Production Area (Ha) | | FFB (tonnes/year) | Yield (tonnes/ha/year) | |
| | Gunung Aru Estate | | 2,999.16 | 2,842.80 | | 74,000 | 26.03 | |
| | Gunung Kemas Estate | | 3,475.75 | 2,446.71 | | 55,000 | 22.48 | |
| | Laut Timur Estate | | 3,207.46 | 2,022.68 | | 48,000 | 23.73 | |
| | Pantai Timur Estate | | 3,145.85 | 2,788.72 | | 63,000 | 22.59 | |
| | TOTAL | | 12,828.22 | 10,100.91 | | 240,000 | 23.76 | |
| | | | | | | | | |
| *Projected FFB production for 12 months of certificate | | | | | | | | |
| 1.8.4 | Estimate of Certified Palm Product Claim | | | | | | | |
| | Name of Mill | Capacity (tonnes/ hour) | FFB Processed | CPO | | Palm Kernel | | Supply Chain |
| | | | | Out put | Extraction | Out put | Extraction | |

| | | | (tonnes/year) | (tonnes) | (%) | (tonnes) | (%) | Module |
|---|---|------------|--------------------------------|-----------------|---|-----------|------|--------|
| | Gunung Aru | 60 | 240,000 | 53,000 | 22.08 | 11,000 | 4.58 | MB |
| <i>*Projected CSPO and CSPK production for 12 months of certificate</i> | | | | | | | | |
| | | | | | | | | |
| 1.9 | Other Certifications | | | | | | | |
| | ISO 9001:2008 | | | | - | | | |
| | ISO 14001: 2004 | | | | - | | | |
| | OHSAS 18001:2007 | | | | - | | | |
| | ISCC | | | | - | | | |
| | Others | | | | Certificate ISPO (No. MUTU-ISPO/273) valid thru 5 December 2026. | | | |
| | | | | | | | | |
| 1.10 | Time Bound Plan | | | | | | | |
| 1.10.1 | Time Bound Plan for Other Management Units | | | | | | | |
| | Management Unit | | Estate (Supply Base) | Time Bound Plan | Location | Status | | |
| | Mill | Time bound | | | | | | |
| | INDONESIA | | | | | | | |
| 1 | Sekunzir. PT. Indotruba Tengah | 2010 | Sekunzir | 2010 | Seruyan and Kotawaringin Barat District, Kalimantan Tengah Province | Certified | | |
| | | | Seruyan | 2010 | | Certified | | |
| 2 | Manggala. PT. Tunggal Mitra Plantations | 2010 | Manggala 1 | 2010 | Rokan Hilir District, Riau Province | Certified | | |
| | | | Manggala 2 | 2010 | | Certified | | |
| | | | Manggala 3 | 2010 | | Certified | | |
| 3 | Bukit Ajong PT. Sime Indo Agro | 2010 | West | 2010 | Sanggau District, Kalimantan Barat Province | Certified | | |
| | | | West (HGU on process) | 2023 | | - | | |
| | | | East | 2010 | | Certified | | |
| | | | East (HGU on process) | 2023 | | - | | |
| | | | East Plasma | 2010 | | Certified | | |
| | | | West Plasma | 2010 | | Certified | | |
| | | | Sei Mawang | 2023 | | - | | |
| 4 | Teluk Siak. PT. Aneka Inti Persada | 2011 | Teluk Siak | 2011 | Siak District, Riau Province | Certified | | |
| | | | Pinang Sebatang | 2011 | | Certified | | |
| | | | Aneka Persada | 2011 | | Certified | | |
| 5 | Sungai Pinang. PT. Bina Sains Cemerlang | 2012 | Sungai Pinang | 2012 | Musi Rawas District, Sumatera Selatan Province | Certified | | |
| | | | Sungai Pinang (HGU on process) | 2023 | | - | | |
| | | | Bukit Pinang | 2012 | | Certified | | |
| | | | Bukit Pinang (HGU on process) | 2023 | | - | | |
| 6 | Pematang. PT. Teguh | 2011 | Pematang | 2011 | Seruyan and Kotawaringin Timur District, Kalimantan | Certified | | |
| | | | Kawan Batu | 2011 | | Certified | | |

| | | | | | | |
|----|---|------|----------------------------------|------|---|-----------|
| | Sempurna | | Hatan Tiring | 2011 | Tengah Province | Certified |
| | | | Batang Garing | 2011 | | Certified |
| 7 | Alur Dumai. PT Lahan Tani Sakti | 2011 | Alur Dumai | 2011 | Rokan Hilir District, Riau Province | Certified |
| 8 | Teluk Bakau. PT. Bhumireksa Nusa Sejati | 2011 | Teluk Bakau | 2011 | Indragiri Hilir District, Riau Province | Certified |
| | | | Nusa Perkasa | 2011 | | Certified |
| | | | Nusa Lestari | 2011 | | Certified |
| 9 | Mandah PT. Bhumireksa Nusa Sejati | 2014 | Mandah | 2011 | Indragiri Hilir District, Riau Province | Certified |
| | | | Rotan Semelur | 2011 | | Certified |
| 10 | Angsana. PT Ladangrumpun Suburabadi | 2011 | Angsana | 2011 | Tanah Bumbu District, Kalimantan Selatan Province | Certified |
| | | | Gunung Sari | 2011 | | Certified |
| | | | Pantai Bonati | 2011 | | Certified |
| | | | KKPA-1 PT.SHE | 2013 | | Certified |
| | | | KKPA-4 PT.SHE | 2013 | | Certified |
| 11 | Mustika. PT Sajang Heulang | 2013 | Mustika | 2013 | Tanah Bumbu District, Kalimantan Selatan Province | Certified |
| | | | KKPA-2 PT.SHE | 2013 | | Certified |
| | | | KKPA-3 PT.SHE | 2013 | | Certified |
| | | | KKPA-5 PT.SHE | 2013 | | Certified |
| | | | SAP 1 | 2023 | | - |
| 12 | Gunung Aru. PT Bersama Sejahtera Sakti | 2011 | Gunung Aru | 2011 | Kotabaru District, Kalimantan Selatan Province | Certified |
| | | | Gunung Kemasari | 2011 | | Certified |
| | | | Laut Timur | 2011 | | Certified |
| | | | Pantai Timur | 2011 | | Certified |
| | | | KKPA BSS | 2023 | | - |
| 13 | Bebunga. PT. Langgeng Muaramakmur | 2011 | Bebunga | 2011 | Kotabaru District, Kalimantan Selatan Province | Certified |
| | | | Bakau | 2011 | | Certified |
| | | | Sungai Cengal | 2011 | | Certified |
| 14 | Sukamandang PT Kridatama Lancar | 2011 | Sukamandang | 2011 | Seruyan and Kotawaringin Timur District, Kalimantan Tengah Province | Certified |
| | | | Sapiri | 2011 | | Certified |
| | | | Barasdanum | 2011 | | Certified |
| | | | Kuala Kuayan | 2011 | | Certified |
| 15 | Pondok Labu. PT Paripurna Swakarsa | 2012 | Binturung | 2012 | Kotabaru District, Kalimantan Selatan Province | Certified |
| | | | Pondok Labu | 2012 | | Certified |
| | | | Rampa | 2012 | | Certified |
| | | | Sesulung | 2012 | | Certified |
| 16 | Rantau. PT Laguna Mandiri | 2012 | Rantau | 2012 | Kotabaru District, Kalimantan Selatan Province | Certified |
| | | | Matalok | 2012 | | Certified |
| | | | KKPA Sungai Cengal (1,382 SH) | 2014 | | Certified |

| | | | | | | |
|----|---|------|------------------------------------|------|---|-----------|
| | | | Selabak (PT SAA) | 2012 | | Certified |
| | | | Randi (PT SAA) | 2012 | | Certified |
| | | | Sangkoh (PT SAA) | 2012 | | Certified |
| | | | Lanting (PT LMR) | 2012 | | Certified |
| 17 | Betung. PT Laguna Mandiri | 2014 | Betung | 2012 | Kotabaru District, , Kalimantan Selatan Province | Certified |
| | | | Sekayu | 2012 | | Certified |
| 18 | Ungkaya. PT Tamaco Graha Krida | 2012 | Ungkaya | 2012 | Morowali District, Sulawesi Tengah Province | Certified |
| 19 | Ladang Panjang. PT Bahari Gembira Ria | 2012 | Ladang Panjang | 2012 | Muaro Jambi District, Jambi Province | Certified |
| | | | Ladang Panjang (HGU on process) | 2023 | | - |
| 20 | Rantau Panjang. PT Guthrie Pecconina Indonesia | 2012 | Rantau Panjang | 2012 | Musi Banyuasin District, Sumatera Selatan Province | Certified |
| | | | Rantau Panjang (HGU on process) | 2023 | | - |
| | | | Bumi Ayu | 2012 | | Certified |
| | | | Karang Ringin | 2012 | | Certified |
| | | | Napal | 2012 | | Certified |
| | | | Napal (HGU on process) | 2023 | | - |
| | | | Mangun Jaya | 2012 | | Certified |
| | | | Mangun Jaya (HGU on process) | 2023 | | - |
| | | | Sungai Jernih | 2023 | | - |
| | | | GPI KKPA | 2023 | | - |
| 21 | Blang Simpo. PT Perkasa Subur Sakti | 2013 | Tamiang (PT PPP) | 2013 | Aceh Tamiang and Aceh Timur District, Province Aceh | Certified |
| | | | Batang Ara (PT PSK) | 2013 | | Certified |
| | | | Blang Simpo-01 | 2013 | | Certified |
| | | | Blang Simpo-02 | 2013 | | Certified |
| 22 | Lembiru. PT Sandika Nata Palma | 2014 | Lembiru | 2014 | Ketapang District, Kalimantan Barat Province | Certified |
| | | | Awatan | 2014 | | Certified |
| | | | Karya Palma | 2023 | | - |
| | | | KKPA SNP | 2023 | | - |
| | | | Pelanjau (PT BAL) | 2019 | | Certified |
| | | | Sungai Putih (PT BAL) | 2023 | | - |
| | | | Beturus (PT BAL) | 2023 | | - |
| | | | KKPA BAL | 2023 | | - |
| | MALAYSIA | | | | | |
| 1 | Sg Dingin SOU 1 | 2010 | Bukit Hijau | 2010 | Kerangan, Kedah | Certified |
| | | | Padang Buluh | 2010 | | Certified |
| | | | Bukit Selangor | 2010 | | Certified |

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|----|-----------------------|------|---|------|------------------------|-----------|
| | | | Sg Dingin | 2010 | | Certified |
| | | | Jentayu | 2010 | | Certified |
| | | | Anak Kuli | 2010 | | Certified |
| | | | Somme | 2010 | | Certified |
| 2 | Chersonese SOU 2 | 2011 | Chersonese | 2011 | Kuala Kurau, Perak | Certified |
| | | | Holyrood | 2011 | | Certified |
| | | | Kalumpang | 2011 | | Certified |
| | | | Tali Ayer | 2011 | | Certified |
| 3 | Elphil SOU 3 | 2011 | Kinta Kellas | 2011 | Sg Siput, Perak | Certified |
| | | | Elphil | 2011 | | Certified |
| | | | Kamuning | 2011 | | Certified |
| 4 | Flemington SOU 4 | 2011 | Flemington | 2011 | Teluk Intan, Perak | Certified |
| | | | Bagan Datoh | 2011 | | Certified |
| | | | Sabak Bernam | 2011 | | Certified |
| | | | Sg Samak | 2011 | | Certified |
| 5 | Seri Intan SOU 5 | 2011 | Seri Intan (Main Division) | 2011 | Teluk Intan, Perak | Certified |
| | | | Sabrang | 2011 | | Certified |
| | | | Sg Wangi | 2011 | | Certified |
| | | | Sogomana (Main Division) | 2011 | | Certified |
| 6 | Selaba SOU 5 | 2011 | Seri Intan (Selaba Division) | 2011 | Teluk Intan, Perak | Certified |
| | | | Sogomana (Cashwood & Sg Beruas Division) | 2011 | | Certified |
| | | | Bikam | 2011 | | Certified |
| | | | Clumy | 2011 | | Certified |
| 7 | Tennamaram SOU 6 | 2011 | Tennamaram | 2011 | Bestari Jaya, Selangor | Certified |
| | | | Sungei Buloh | 2011 | | Certified |
| | | | Bkt Talang | 2011 | | Certified |
| 8 | Bkt Kerayong SOU 7 | 2011 | Bkt Kerayong | 2011 | Kapar, Selangor | Certified |
| | | | Bkt Cherakah | 2011 | | Certified |
| | | | Bkt Rajah | 2011 | | Certified |
| | | | Bkt Lagong | 2011 | | Certified |
| | | | Elmina | 2011 | | Certified |
| 9 | East SOU 8 | 2010 | East | 2010 | Carey Island, Selangor | Certified |
| | | | Dusun Durian | 2010 | | Certified |
| | | | Sepang | 2010 | | Certified |
| 10 | West - SOU 9 | 2010 | West | 2010 | Carey Island, Selangor | Certified |
| 11 | Bukit Putri - SOU 10 | 2011 | Bukit Putri | 2011 | Raub, Pahang | Certified |

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|----|---------------------------|------|-----------------|------|-------------------------------|-----------|
| 12 | Kerdau SOU 11 | 2011 | Kerdau | 2011 | Temerloh, Pahang | Certified |
| | | | Jentar | 2011 | | Certified |
| | | | Mentakab | 2011 | | Certified |
| | | | Sg Mai | 2011 | | Certified |
| | | | Chenor | 2011 | | Certified |
| 13 | Jabor - SOU 12 | 2011 | Jabor | 2011 | Kemaman, Trengganu | Certified |
| 14 | Labu SOU 13 | 2011 | Labu | 2011 | Nilai, Negeri Sembilan | Certified |
| | | | New Labu | 2011 | | Certified |
| | | | Bradwall | 2011 | | Certified |
| 15 | Tanah Merah SOU 14 | 2010 | Tanah Merah | 2010 | Port Dickson, Negeri Sembilan | Certified |
| | | | Sua Betong | 2010 | | Certified |
| | | | Bukit Pelandok | 2010 | | Certified |
| 16 | Sua Betong SOU 15 | 2014 | Salak | 2014 | Port Dickson, Negeri Sembilan | Certified |
| | | | Sengkang | 2014 | | Certified |
| | | | Siliau | 2014 | | Certified |
| | | | PD Lukut | 2014 | | Certified |
| | | | Sungai Baru | 2014 | | Certified |
| | | | Tampin Linggi | 2014 | | Certified |
| 17 | Kok Foh SOU 16 | 2011 | Bukit Pilah | 2011 | Bahau, Negeri Sembilan | Certified |
| | | | Kok Foh | 2011 | | Certified |
| | | | Muar River | 2011 | | Certified |
| | | | St. Helier | 2011 | | Certified |
| | | | Pertang | 2011 | | Certified |
| | | | Sg Gemas | 2011 | | Certified |
| | | | Sg Sebalang | 2011 | | Certified |
| | | | Sg Senarut | 2011 | | Certified |
| 18 | Kempas SOU 17 | 2010 | Kempas | 2010 | Jasin, Melaka | Certified |
| | | | Kemuning | 2010 | | Certified |
| | | | Tangkah | 2010 | | Certified |
| 19 | Diamond Jubilee SOU 18 | 2011 | Bukit Asahan | 2011 | Jasin, Melaka | Certified |
| | | | Diamond Jubilee | 2011 | | Certified |
| | | | Serkam | 2011 | | Certified |
| 20 | Pagoh SOU 19 | 2014 | Pagoh | 2014 | Muar, Johor | Certified |
| | | | Lanadron | 2014 | | Certified |
| | | | Pengkalan Bukit | 2014 | | Certified |
| | | | Welch | 2014 | | Certified |
| 21 | Chaah SOU 20 | 2010 | North Labis | 2010 | Chaah, Johor | Certified |
| | | | Cha'ah | 2010 | | Certified |

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|----|------------------------|------|------------------|------|----------------------|-----------|
| | | | Sg Simpang Kiri | 2010 | | Certified |
| 22 | Gunung Mas SOU 21 | 2010 | Gunung Mas | 2010 | Kluang, Johor | Certified |
| | | | Kempas Klebang | 2010 | | Certified |
| | | | Bukit Paloh | 2010 | | Certified |
| | | | Yong Peng | 2010 | | Certified |
| 23 | Bukit Benut SOU 22 | 2011 | Bukit Benut | 2011 | Kluang, Johor | Certified |
| | | | CEP Niyor | 2011 | | Certified |
| | | | Lambak / Elaeis | 2011 | | Certified |
| 24 | Ulu Remis SOU 23 | 2011 | Pekan | 2011 | Layang-layang, Johor | Certified |
| | | | Sembrong | 2011 | | Certified |
| | | | Tun Dr. Ismail | 2011 | | Certified |
| | | | Ulu Remis | 2011 | | Certified |
| | | | Bukit Badak | 2011 | | Certified |
| | | | Cenas | 2011 | | Certified |
| 25 | Hadapan SOU 24 | 2011 | CEP Rengam | 2011 | Layang-layang, Johor | Certified |
| | | | Kulai | 2011 | | Certified |
| | | | Layang | 2011 | | Certified |
| | | | Seri Pulau | 2011 | | Certified |
| 26 | Sandakan Bay SOU 26 | 2008 | Tun Tan Siew Sin | 2008 | Sandakan, Sabah | Certified |
| | | | Tunku | 2008 | | Certified |
| | | | Tigowis | 2008 | | Certified |
| | | | Sentosa | 2008 | | Certified |
| | | | Saguliud | 2008 | | Certified |
| 27 | Melalap SOU 27 | 2011 | Melalap | 2011 | Tenom, Sabah | Certified |
| | | | Sapong | 2011 | | Certified |
| 28 | Binuang SOU 28 | 2009 | Tingkeyu | 2009 | Kunak, Sabah | Certified |
| | | | Sungang | 2009 | | Certified |
| | | | Jelata Bumi | 2009 | | Certified |
| | | | Binuang | 2009 | | Certified |
| 29 | Giram SOU 29 | 2009 | Mostyn | 2009 | Kunak, Sabah | Certified |
| | | | Giram | 2009 | | Certified |
| 30 | Merotai SOU 30 | 2009 | Imam | 2009 | Tawau, Sabah | Certified |
| | | | Merotai | 2009 | | Certified |
| | | | Table | 2009 | | Certified |
| | | | Tiger | 2009 | | Certified |
| 31 | Lavang SOU 31 | 2011 | Belian | 2011 | Bintulu, Serawak | Certified |
| | | | Kelida | 2011 | | Certified |
| | | | Lavang | 2011 | | Certified |

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|---|-------------------------------|------|--------------------------------|------|---------------------------------------|-----------|
| | | | Lavang (SE) | 2011 | | Certified |
| | | | Rasan | 2011 | | Certified |
| | | | Chartquest | 2011 | | Certified |
| | | | Dulang | 2011 | | Certified |
| | | | Peroh | 2011 | | Certified |
| | | | Pekaka | 2011 | | Certified |
| | | | Ruai | 2011 | | Certified |
| 32 | Rajawali SOU 32 | 2011 | Rajawali | 2011 | Bintulu, Serawak | Certified |
| | | | Samudera | 2011 | | Certified |
| | | | Semarak | 2011 | | Certified |
| | | | Bayu | 2011 | | Certified |
| 33 | Derawan SOU 33 | 2011 | Takau | 2011 | Bintulu, Serawak | Certified |
| | | | Damai | 2011 | | Certified |
| | | | Derawan | 2011 | | Certified |
| | | | Sahua | 2011 | | Certified |
| P & G (New Britain Palm Oil) | | | | | | |
| 1 | Poliamba | 2012 | Kara | 2012 | Kevieng, New Ireland Province, P&G | Certified |
| | | | West Coast | 2012 | | Certified |
| | | | Nalik | 2012 | | Certified |
| | | | Noatsi | 2012 | | Certified |
| | | | Madak | 2012 | | Certified |
| | | | North (Smallholders) | 2012 | | Certified |
| | | | South (Smallholders) | 2012 | | Certified |
| | | | West (Smallholders) | 2012 | | Certified |
| 2 | Tetere | 2011 | Tetere | 2011 | Gudaicanal, Slomon Island | Certified |
| | | | Ngalimbiu | 2011 | | Certified |
| | | | Mbalisuna | 2011 | | Certified |
| | | | West Zone (Smallholders) | 2011 | | Certified |
| | | | Central Zone (Smallholders) | 2011 | | Certified |
| | | | MBA East (Smallholders) | 2011 | | Certified |
| | | | MBA West (Smallholders) | 2011 | | Certified |
| 3 | Sangara, Sambiripa & Mamba | 2013 | Sangara | 2013 | Higaturu, Popondetta, Oro, P&G | Certified |
| | | | Sumberipa | 2013 | | Certified |
| | | | Ambogo | 2013 | | Certified |
| | | | Embi | 2013 | | Certified |
| | | | Mamba | 2013 | | Certified |

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

| | | | | |
|---------------|---|---|------|-----------|
| | | Malilimi | 2008 | Certified |
| | | Rigula | 2008 | Certified |
| | | Nomundo | 2008 | Certified |
| | | Navarai / Karato ME | 2008 | Certified |
| | | Volupai . Lotomgam / Natupi / Goruru | 2008 | Certified |
| | | Lolokoru | 2008 | Certified |
| | | Silovoti | 2008 | Certified |
| | | LSS Hoskin (1,877 Smallholders) | 2008 | Certified |
| | | VOP East (1,815 Smallholders) | 2008 | Certified |
| | | VOP Central (1,958 Smallholders) | 2008 | Certified |
| | | VOP West (1,277 Smallholders) Kaulong / Akamie / Pusiki / Repamira / Sakapei / KDC ME (21 large smallholders) | 2008 | Certified |
| | | LSS Kapiura (847 Smallholders) | 2008 | Certified |
| | | VOP Kapiura (551 Smallholders) | 2008 | Certified |
| | <p><i>*TBP in June 2022.</i></p> <p>Sime Darby has achieved 34 management units in Malaysia, 25 management units in Indonesia, 10 management units in P&G that RSPO certified. Total management unit in Sime Darby Plantation Berhad are 34 in Malaysia, 25 in Indonesia and 10 in P&G. There is change of time bound plan, with detail:</p> <ol style="list-style-type: none"> 1. Uncertified area in PT Sime Indo Agro: postpone become 2023 due to HGU process. 2. Uncertified area in PT Bina Sains Cemerlang: postpone become 2023 due to HGU process. 3. Uncertified area in PT Bahari Gembira Ria: postpone become 2023 due to HGU process. 4. Uncertified area in PT Budidaya Agro Lestari: postpone become 2023 due to HGU process. 5. For Liberia operations: As at 16 Jan 2020, Sime Darby Plantation under its unit Sime Darby Plantation Investment (Liberia) Pte Ltd has completed its disposal of its entire interest in Sime Darby Plantation (Liberia) Inc (SDP Liberia) to Mano Palm Oil Industries Ltd (MPOI). <p>https://www.simedarbyplantation.com/media/pressreleases/sime-darby-plantation-completesdivestment-of-its-liberia-operation</p> | | | |
| 1.10.2 | Progress of Associated Smallholders and Out growers for Certifiable Standard | | | |
| | The scheme of smallholder of PT BSS are planned to be certified in 2023. | | | |
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| 2.0 | ASSESSMENT PROCESS |
| 2.1 | Assessment Team |
| ASA-2.1 | <p>1. Hasiholan Sihombing (Lead Auditor). Indonesian citizen. Bachelor of Agriculture Majoring in Agronomy, Agriculture Faculty. He has working experienced for 7 (seven) years since 2009 as an Operational Staff in an Oil Palm Plantation Company in Indonesia. The training he has followed namely: Lead Auditor ISPO in 2016, RSPO P&C Lead Auditor Course in 2018, RSPO Supply Chain Certification Lead Auditor Course in 2020, SA 8000 Awareness in 2018, Quality Management Systems (ISO 9001:2015) in 2016, Environmental Management Systems (ISO 14001:2015) in 2017, OHS General Expert in 2013, OHSAS 18001:2007 in 2017, ISO 19011:2018 in 2019, ISO 17021:2011 and ISO 17065:2012 in 2016. During this audit, he assigned to verify legal aspect, land dispute, SCCS, best management practices and safety.</p> <p>2. Rahmat Abdiansyah (Auditor). Indonesian citizen. Bachelor of Forestry from IPB University, with major in Forest Resources Conservation and Ecotourism. Has experience working in the Indonesian Palm Oil Farmers Organization and Indonesian private oil palm plantation companies. Participate in ISPO and RSPO Internal Auditor training in 2018, ISPO and P&C Certification Systems IHT in 2019, IHT ISO 19011, ISPO Auditor Training in 2020, RSPO Lead Auditor Training in 2020, ISO 14001 and ISO 9001 Lead Auditor Training in 2020, and awareness of the RSPO Certification System and the RSPO P&C in 2019 and 2020. During this assessment, he verified the aspects of environment, conservation and GHG aspect.</p> <p>3. Septian Maulana (Auditor). 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; Basic Fire Fighting and Basic First Aid; Awareness Integrated Management Systems (ISO 14001, and ISO 45001 in 2020); Awareness (ISO 19011, ISO 17065; and ISO 17021) in 2020; ISO 9001:2015 Lead Auditor in 2021, ISPO Lead Auditor in 2021, RSPO Lead Auditor in 2021 and Awareness Social Audit SMETA in 2022. In this audit activity was verified Worker Welfare and Transparency aspects.</p> <p>4. Harry Wahyudi (Auditor Trainee). Indonesian citizen, Bachelor of Agricultural Technology, Department of Agricultural Engineering, Bogor Agricultural University. He has 8 years of working experience as a Field Assistant and Internal Audit Operational in a palm oil company and 3 years working experience as a Supervisor Internal Audit operational in a Industrial Forest Plantation Company. Has attended several trainings such as ISO 19011:2018, ISO 9001:2015, ISO 17021:2015, ISO 17065:2015, ISO 45001:2018, ISO 14001:2015 and OHS General Supervisor. During this audit, has verified best management practices and safety aspect under the supervision of the Lead Auditor.</p> <p>Curriculum vitae (CV) of the members and the assessment team is available at the PT Mutuagung Lestari office.</p> |
| 2.2 | Assessment Methodology, Assessment Process and Locations of Assessment |
| 2.2.1 | Figure of person days to implement assessment |
| ASA-2.1 | <p>Number of auditors: 3 auditors and 1 trainee auditor</p> <p>Number of days for ASA 2.1 Onsite Audit: 5 days</p> <p>Number of working days for ASA 2.1 Onsite Audit: 15 Working days</p> |
| 2.2.2 | Assessment Process |
| ASA-2.1 | <p>The assessment was conducted by measuring the implementation of certification system and standard conducted by PT Bersama Sejahtera Sakti, Gunung Aru POM Unit Certification based on:</p> <ul style="list-style-type: none"> • RSPO Principles and Criteria for Sustainable Palm Oil Production 2018, The Indonesian National Interpretation, Endorsed by the RSPO Board of Governors on 20th April 2020 • RSPO Certification Systems for Principles & Criteria and RSPO Independent Smallholder Standard, Endorsed by the RSPO Board of Governors on 12 November 2020 <p>The scope of certification of PT. Bersama Sejahtera Sakti consist of one mill (Gunung Aru POM) and four estates (Gunung Aru Estate, Gunung Kemas Estate, Pantai Timur Estate and Laut Timur Estate).</p> |

The audit program is included as Appendix II. The approach to the audit was to treat the mill and its supply base as an RSPO Certification Unit. Mill was audited together with the sample estates. A range of environmental and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HCVs, declared conservation areas and local communities.

The assessment was conducted in three methods: (1) document review, aiming to observe the sufficiency of types or substances from required documents; (2) interview, aiming to obtain more detailed information and cross check the information; and (3) field observation, aiming to directly observe the sufficiency of implementation on site. Some opportunities for improvement of the results ASA-2.1 by the MUTU auditor to the management unit and the results are the subject will be verified at the next assessment. Improvement of findings from RC-2 findings were observed by auditors at this assessment. All information obtained was recorded in Check List of PT Mutuagung Lestari (MUTU) and part of RC.

The opening meeting was held on 30 January 2023. As for the participants who attended the opening meeting included the Area Controller, Estate Manager, Mill Managers, Sustainability staff, Support Team and other staff. Closing meeting was held on 3 February 2023 attended by the same participants as the opening meeting. Management PT Bersama Sejahtera Sakti accept all this audit results.

During the COVID-19 pandemic, there were several modifications to the audit activity due to health protocols. Audit process carried out with high safety protocol procedure that developed by Certification Body and the unit of certification. Before an onsite audit carried out, there are several meetings to discuss health protocol procedures. There are several activities that are not possible to do face to face, such as public consultations with government agencies so that these activities are carried out by telephone.

Public Stakeholder Notification was made on MUTU Website. There is no written negative feedback receive. Stakeholder consultation involved internal and external stakeholders. Discussion was held with stakeholders to seek their views on the performance of the company with respect to the RSPO requirements and aspects where they considered that improvements could be made. At the start of each discussion, the interviewer explained the purpose of the audit followed by an evaluation of the relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and these have been incorporated into the assessment findings. The comments made by external stakeholders were also taken into account in the assessment.

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates through teleconference. Fieldworkers were interviewed informally in small groups in the field. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Appendix III.

Commonly, the audit activities went smoothly with good cooperation from the unit management. The presentation of documents is presented quite well by involving related personnel.

All information obtained was recorded in Check List of PT Mutuagung Lestari (MUTU).

The assessment program please find Appendix 2.

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| 2.2.3 | Locations of Assessment |
| ASA-2.1 | <p>The sampling location consider the issue arose from the review documents and stakeholder's consultation that are fundamental and crucial. On this assessment sample locations that visited and respondent that interviewed by team auditor are:</p> <p>Gunung Aru POM</p> <ul style="list-style-type: none"> • WWTP. Field observations related to WWTP entry, runoff, effluent testing. Officers are equipped with PPE and effluent discharge records. |

- **Employee Housing.** Observation of the availability of infrastructure such as employee housing facilities, clean water facilities, educational facilities, religious facilities, health facilities and sports facilities.
- **Empty Bunch Press.** Observations related to material handling, OHS and environmental management.
- **Water Source Reservoir.** Observations and interviews related to water management, recording of water use, health checks, PPE and waste management.
- **Security Pos.** Field observations and interviews related to OHS and employment aspects.
- **Weighbridge.** Field observations and interviews related to OHS and employment aspects.
- **Grading Station.** Observation of technical activities, FFB sortation procedures, and OHS implementation.
- **Sterilizer Station.** Observation of technical activities, employment aspects and OHS implementation.
- **Boiler Stations.** Observation of technical activities, employment aspects and OHS implementation.
- **Press Station.** Observation of technical activities, employment aspects and OHS implementation.
- **Kernel Station.** Observation of technical activities, employment aspects and OHS implementation.
- **Engine Room Station.** Observation of technical activities, employment aspects and OHS implementation.
- **Warehouses.** Field observations and interviews related to OHS, Labor and Environment aspects.
- **WTP.** Field observations and interviews related to OHS, Labor and Environment aspects.
- **Workshop.** Field observations and interviews related to OHS, Labor and Environment aspects.
- **Hazardous Waste Warehouse.** Field observations and interviews related to OHS, Labor and Environment aspects.
- **Hydrant Simulation.** Field observations regarding the preparedness of emergency response equipment.

Gunung Kemasan Estate

- **Harvesting, Division 2 Block B27, Division 3 Block B35.** Field observations related to BMP aspects of work activities for harvest work, labor aspects and OHS implementation.
- **Load FFB, Division 2, Block B27.** Field observations related to the work activities of the BMP aspect for the work of loading FFB, aspects of employment and OHS implementation.
- **Manual Circle & Path Maintenance, Block B39 Division 3.** Field observations related to work activities on BMP aspects for manual maintenance, labor aspects, and OHS implementation.
- **Pruning, Division 3 Block B35.** Field observations related to BMP aspect work activities for main shoot activities, employment aspects, and OHS implementation.
- **Manuring, Division 1 Block B04.** Field observations related to BMP aspects of work activities for fertilization, employment aspects, and OHS implementation.
- **Beneficial plant *turnera subulata* & *leptopus antigonon*, Division 2 block B27 & B28, Division 3 block B35, Division 1 block B06.** Field observations regarding the control of biological agents for fire caterpillars and bagworms.
- **Owl Cages, Division 2 Bok B24 & B25, Division 3 Block B39 & B40.** Field observations related to BMP aspects for integrated pest control activities using the help of biological pest-eating organisms, monitoring the implementation of integrated pest control procedures.
- **Empty Bunches application, Block B02 Division 1.** Field observations related to BMP and environmental aspects of plant maintenance procedures and waste utilization for the application of empty fruit bunches as organic fertilizer.
- **Landfill Div. 1 Block M05.** Field observations related to domestic waste management.
- **Fertilizer Warehouse.** Observation towards health, safety and environment aspect.
- **Agrochemical Warehouse.** Observation towards health, safety and environment aspect.
- **Temporary Hazardous Waste Store.** Observation towards health, safety, environment, and facilities provided by unit management.
- **General Warehouse.** Observation and interview with worker related labor aspect and OHS.
- **Emplacement Facilities.** Observation to emplacement facilities such as assembling points, fire extinguisher, in-organic waste store, sanitation system, housing quality, playground, and masjid.
- **Daycare.** Observation and interview with worker related labor aspect and OHS.
- **Rinse House.** Observation related workers facilities and OHS.
- **Emergency respond Preparedness Storage.** Observation related fire monitoring facilities.

- **Workshop.** Field observations workshop activity, OHS, environmental and worker welfare aspect.
- **Housing Area in CHC.** Observation and interview with resident related condition of house, general facility, and environmental aspect.
- **HGU Pole No. 18, 04 and 03.** Observation related to company boundaries area.
- **HCV Riparian area, Block V12 Division 3.** Observation related to conservation management and environment aspect.

Gunung Aru Estate

- **HGU Pole No. 23 block J23.** Observation related to company boundaries area.
- **HGU Pole No. 22 block H34.** Observation related to company boundaries area.
- **HGU Pole No. 21 block I4.** Observation related to company boundaries area.
- **HGU Pole No. 20 block G4.** Observation related to company boundaries area.
- **HCV area (Betung River Riparian) Block G34 Division 3.** Field observation related to river riparian management.
- **Harvest Activity, Block F2 Division 3.** Field observations related to BMP work activities for harvest work, employment aspects and OHS implementation.
- **Manual maintenance (performed by spray workers), Block N3 Division 1.** Field observations and interview related to work activities on BMP aspects for manual maintenance, aspects of employment, and OHS implementation.
- **Landfill Div. 2 Block M9.** Field observations related to domestic waste management.
- **Daycare.** Field observations and interviews related to OHS and employment aspects also conditions of facilities provided by the company.
- **Land Application Div. 1 Block N6.** Field observations and interviews related to OHS, Labor and Environment aspects.
- **Housing Complex.** Field observation related conditions of facilities.
- **Rinse House.** Field observations and interviews related to OHS, Labor and Environment aspects.
- **Warehouses.** Field observations and interviews related to OHS, Labor and Environment aspects.
- **Workshop.** Field observations and interviews related to OHS, Labor and Environment aspects.

Laut Timur Estate

- **Harvesting, Division 1, Block C07 & Division 2 Block C22.** Field observations related to BMP aspects of work activities for harvest work, labor aspects and OHS implementation.
- **Manual Path, Block C27 Division 2, Block C34 Division 3.** Field observations related to work activities on BMP aspects for manual maintenance of yards, employment aspects, and OHS implementation.
- **Manual Circle, Block C36 Division 2.** Field observations related to BMP work activities for manual dish maintenance, labor aspects, and OHS implementation.
- **Empty Bunches Application, Block C34 Division 3.** Field observations related to BMP and environmental aspects of plant maintenance procedures and waste utilization for the application of empty fruit bunches as organic fertilizer.
- **Beneficial plants turnera subulata & leptopus antigonon, Division 2 block C27 & C22, Division 3 block C34, Division 1 block C07.** Field observations regarding the control of biological agents for fire caterpillars and bagworms.
- **Owl Cages, Division 3 block C34.** Field observations related to BMP aspects for integrated pest control activities using the help of biological pest-eating organisms, monitoring the implementation of integrated pest control procedures.
- **Fertilizer Warehouse.** Observation towards health, safety and environment aspect.
- **Agrochemical Warehouse.** Observation towards health, safety and environment aspect.
- **General Warehouse.** Observation and interview with worker related labor aspect and OHS
- **Emplacement Facilities.** Observation to emplacement facilities such as assembling points, fire extinguisher, in-organic waste store, sanitation system, housing quality, playground, and mosque
- **Daycare.** Observation and interview with worker related labor aspect and OHS.
- **Rinse House.** Observation related workers facilities and OHS.

- **Land Fill.** Observation regarding domestic waste management.
- **Emergency respond Preparedness Storage.** Observation related fire monitoring facilities.
- **Workshop.** Field observations workshop activity, OHS, environmental and worker welfare aspect.
- **Housing Area.** Observation and interview with resident related condition of house, general facility, and environmental aspect.
- **Block Spraying System Facility.** Observation and interview with worker related labor, OHS, and environmental aspects.
- **HGU Pole No. 14, 13 and 15.** Observation related to company boundaries area.
- **HCV Riparian area, Block CC 22/23.** Observation related to conservation management and environment aspect.
- **Conservation area, Block Y13.** Observation related to conservation management and environment aspect.

Pantai Timur Estate

- **HGU Pole No. 7 block DD43.** Observation related to company boundaries area.
- **HGU Pole No. 8 block EE43.** Observation related to company boundaries area.
- **HGU Pole No. 9 and 10 block FF44.** Observation related to company boundaries area.
- **HCV area (Siapi-api River Riparian) Block DD35/36 Division 2.** Field observation related to river riparian management.
- **Harvest.** Interview with Division 2 harvest workers at PTE office due to heavy rain during field visit.
- **Spraying.** Interview with Division 2 spraying workers at PTE office due to heavy rain during field visit.
- **Nursery, Block CC40 Division 1.** Field observations and interviews with foremen and nursery workers regarding work procedures, labor aspects, OHS and the environment.
- **Replanting area Block BB35 Division 1.** Field observation regarding the condition of the replanting area.
- **Barn Owl Box, Block EE39 Division 2.** Field observation regarding the condition of the owl box and the company's implementation of integrated pest management.
- **Housing Complex.** Field observation related conditions of facilities.
- **Rinse House.** Field observations and interviews related to OHS, Labor and Environment aspects.
- **Warehouses.** Field observations and interviews related to OHS, Labor and Environment aspects.
- **Workshop.** Field observations and interviews related to OHS, Labor and Environment aspects.
- **Landfill.** Observation regarding domestic waste management.
- **Daycare.** Field observations and interviews related to OHS and employment aspects also conditions of facilities provided by the company.

| | |
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| | |
| 2.3 | Stakeholder Consultation and Stakeholders Contacted |
| 2.3.1 | Summary of stakeholder consultation process. |
| ASA-1.3 | <p>Summary of stakeholder consultation process for PT Bersama Sejahtera Sakti was held by:</p> <ul style="list-style-type: none"> • Public Notification on website on MUTU Website on 16 January 2023. • Public consultation with NGOs (by email) such as WWF, WALHI, AMAN, and Sawit Watch on 25 January 2023 • Public consultation meeting with government institution on 31 January 2023 • Public consultation meeting with communities on 31 January 2023 • Public consultation meeting with internal stakeholders and contractor on 31 January 2023 <p>Numbers of input from stakeholders were clarified by PT Bersama Sejahtera Sakti.</p> |
| 2.3.2 | Stakeholder contacted |
| | <i>Please find appendix 1</i> |
| | |
| 2.4 | Determining Next Assessment |
| | The next visit (ASA-2.2) will be conducted nine (9) months to twelve (12) months after annual license. |

3.0 ASSESSMENT FINDINGS

3.1 Summary of Assessment Report of the RSPO Certification

MUTUAGUNG LESTARI has conducted an assessment of Gunung Aru POM – PT Bersama Sejahtera Sakti subsidiary of Sime Darby Plantation Berhad operation consisting of one (1) mill and four (4) oil palm estates.

During the assessment, there are no nonconformity identified on this assessment and there are three (3) Opportunity of Improvement.

MUTUAGUNG LESTARI found that Gunung Aru POM – PT Bersama Sejahtera Sakti subsidiary of Sime Darby Plantation Berhad 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 Systems for Principles & Criteria and RSPO Independent Smallholder Standard, Endorsed by the RSPO Board of Governors on 12 November 2020.**

Therefore, MUTUAGUNG LESTARI Recommends RSPO Certification of compliance is continued.

| 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. | |
| 1.1.1 Based on document review, company has SOP of Request of Information No. 034/BSS-SOP Rev. 2 on 5 May 2015 which contains procedure of request of information, the person in charge for receiving of request of information, types of documents that can be accessed by the public and regulates the time frame for responding to of request of information. Public document can be accessed by submitting the letter of request to operational unit. Documents that can be accessed publicly by internal and external stakeholders including documents that are specified in RSPO P&C, among others: OHS Plan, environment document, plantation permit, continuous improvement plan, and others. All public documents are placed in the PSD office while operational related documents are placed in each unit, both Estate and Mill. | |
| 1.1.2 Companies can show records of providing information to relevant agencies in the form of routine reports, for example: | |
| Plantation Legality <ul style="list-style-type: none"> Plantation progress report (<i>LPUP</i>) of PT Bersama Sejahtera Sakti period of Semester I 2022 has been sent to Plantation Agency of Kotabaru District on 23 August 2022. <i>HGU</i> utilization report of PT Bersama Sejahtera Sakti for the period of 2021 has been sent to Land Agency of Kotabaru District on 10 January 2022. | |
| Environmental aspects <ul style="list-style-type: none"> Report on Hazardous Waste Management and Monitoring of Liquid Waste for quarter 3 of 2022 with proof of receipt reported to environmental services Kotabaru Regency on 12 November 2022. Report on Hazardous Waste Management and Monitoring of Liquid Waste for quarter 2 of 2022 with proof of receipt reported to environmental services Kotabaru Regency on 19 July 2022. Report on Hazardous Waste Management and Monitoring of Liquid Waste for quarter 1 of 2022 with proof of receipt reported to environmental services Kotabaru Regency on 2 June 2022. Evidence of reporting of the RKL-RPL Report for semester 1 of 2022, which was reported to the Kotabaru Regency Environmental Service on August 23, 2022. Receipt of reporting of the environmental management and monitoring plan Report document for semester 1 of 2022 which was reported to the Kalimantan Selatan Provincial Environmental Service and the Ministry of Environment and Forestry through | |

environmental electronic reporting system with ID number TTE 1658133454-1214.

- HCV Observation Report of Flora and Fauna of PT. BSS in 2022 which was reported to natural resource conservation center of Kalimantan Selatan Province on 16 January 2023.

Worker Welfare Aspects:

- GKE Employment Report No. 72152.20220316.0001 dated March 16, 2022, and has an obligation to report back on March 16, 2023.
- Employment Report GAE No. 72152.20220217.0001 dated 17 February 2022 and has an obligation to report back on 17 February 2023.

1.1.3

Based on the SOP, the response time to requests for information is 1 week. The company shows the recording of requests for information contained in the Incoming and Outgoing Letters Book. The documentation made by the company contains information including the party requesting the information, the type of information needed, responses and follow-ups along with the records. Based on the documentation shown by the company, there was no request for information in the form of publicly available documents, but there was an incoming letter regarding requests for assistance. For example, a request for information from Sejakah Village via letter dated 22 August 2022 regarding a request for heavy equipment assistance which was responded to and realized on 23 August 2022.

1.1.4

Procedure for communication and consultation is listed on SOP of Mechanism for Consultation/Complain Handling for Stakeholder on 7 October 2015. The procedure explains how to submit complaints/suggestions/aspirations, the person in charge for receiving complaints/suggestions, types of general or specific report, and regulates the time frame for responding to complaints/communications.

Based on the results of interviews with representatives of the trade unions (SPM all units), it was conveyed that the unions already knew the appointed PIC if they were to hold discussions or communicate with the company, such as holding meetings between the company and the unions.

1.1.5

The company maintains a list of stakeholders which informs the PIC, email address and telephone number that can be contacted. The identified stakeholders include NGOs, government, local community leaders, contractors and suppliers, and internal stakeholders including gender committee and labor union representatives in each estate. This list will be updated if there are changes to stakeholders. The auditor verified by conducting a public consultation using the telephone number registered in the stakeholder list, and it was known that the number could be contacted by the auditor, such as village representatives (Sejakah Villade and Bekambit Village), labor union representatives, local contractor, etc.

Status: Comply

1.2

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

1.2.1

Unit of certification had a policy concerning the ethical codes in all operational activities and transactions. This policy is stated in the Sime Darby Plantation Group Code of Conduct updated in December 2021. This policy generally explained that their ethical code is here as follows:

- Collaborating, respecting each other's, equal opportunity, non-discrimination, and protecting human rights.
- Avoid conflicts of interest.
- Avoid bribery and corruption.
- Ensuring the confidentiality of the information and preventing the abuse of obtained information through the company's operational activities.

Furthermore, it's specifically stated in article number 7 that the group prohibits their workers from any bribery, illegal, and unethical business practice. Code of ethics policy has been implemented by the company in all business operations and transactions including recruitment and employment contracts. Code of ethics (anti-corruption and anti-bribery) are stated in every work agreement letter of third parties (contractors) and workers. Based on the interview with workers and contractor workers (PT Cindra Kasih), it's known that they had a good understanding towards the code of ethics policy.

1.2.2

As one of the mechanisms for monitoring code of ethics compliance to contractor, the company also conducts performance evaluations on parties that work with the company (Contractors and Suppliers) on a regular basis. For example, PT Cindra Kasih's Transporter Performance Monitoring record for the September – December 2022 assessment period January 17 2023 which contains assessment criteria such as weight variance per trip, actual supply against confirmed acceptance of request, return of buyer weighbridge tickets, compliance to security procedures, compliance to EHS procedures.

The unit of certification also has a mechanism to monitor compliance and the implementation of ethical business policies and practices through compliance checks and evaluations. Such as, the certification unit conducts periodic internal audits to ensure operational units comply with policies and SOPs. The scope of the internal audit is the compliance of each unit in the plantation and mill to all aspects contained in the RSPO P&C such as aspects of employment, environment, BMP and other aspects. For example, the latest internal audit was carried out on 28 December 2022, it was found that there were 10 non-compliances in the ISPO audit & 5 non-compliances in the ISPO audit.

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| Status: Comply |
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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

The company has list of regulations of 2022 that includes local regulations and national regulation updated annually. List of laws/regulations listed has covers several aspects such as land permit and legality, manpower, occupational health and safety, best management practices and environment. Some examples of regulations compliance that have been done such as:

Land legality

In term of legal and permit regulation compliance, company are able to show several documents, such as Location Permit and Land Tenure or Land Use Right (HGU). Beside that, unit of certification also has business permit consist of:

- Business license in 1999 (according to the Letter of the Director for Farming Business Development and Product Processing, Directorate General of Plantations, Ministry of Forestry and Plantations Number 193.I/IX/BUT-4/1999 dated March 1, 1999, concerning Re-Registration of Plantation Industry Business Permits named PT Bersama Sejahtera Sakti.
- Letter of Re-registration of Plantation Business License Number: 188.45/389/KUM/2009 dated 15 October 2009 issued by Decree of the District Head of Kotabaru Regency. Business license for oil palm cultivation on 12,740.54 hectares of land, located in Pulau Laut Timur District, Kotabaru Regency and a factory capacity permit of 60 tonnes of FFB/hour.
- The company has a business license (Plantation Business Permit) PT Bersama Sejahtera Sakti, NIB 8120213022266. KLB Code: 01262 – Oil Palm Fruit Plantation in Sinceah, Bekambit and Betung Villages, Pulau Laut Timur District, Kotabaru Regency with the OSS system (2nd change) on date January 14, 2021. The Business Permit is accompanied by a Technical Recommendation Document for fulfilling the commitment by the Head of the Kotabaru District Investment and One-Stop Services Service on December 11, 2020, which informs the Plantation Business Permit change to 12,981.058 Ha.

Environmental aspect

- The company already has Environmental Documents which are included in the AMDAL documents which consist of the ANDAL, RKL and RPL documents. The ANDAL document was approved by the Minister of Agriculture No. 036/ANDAL/BA/II/1996 Cq. Head of the Agribusiness Agency, with a plantation area of 14,000 ha and a MILL capacity of 60 tons of FFB per hour. The RKL/RPL document was ratified by the Minister of Agriculture No. 010/RKL-RPL/BA/IV/1997, April 21, 1997. Cq Head of Agribusiness Agency.
- The company already has a Liquid Waste Utilization Permit for Land Application (LA) based on Letter No. An. PT Bersama Sejahtera Sakti and Operational Feasibility Letter PT Bersama Sejahtera Sakti No. 660.3.4/592/DLH-PPKL.PLA/VIII/2021 dated 9 August 2021 concerning the operational feasibility of the Wastewater Management System and the utilization of wastewater on land issued by the Kotabaru Regency environmental services and valid for 5 years.
- The company already has a permit to exploit water resources based on the Kotabaru District Head Decree No. 503/18/SIPA/DS-DPMPTSP/VI/2020 which was issued in 2020 and is valid for 5 years.
- The company already has a Permit for Temporary Storage of Hazardous Waste in accordance with the Decree of the Kotabaru Regent Number 503/0485/PSLB3-P-DPMPTSP/2020 dated 26 June 2020 concerning Permit for Temporary Storage of Hazardous Waste to PT BSS. This permit is valid for a period of 5 years from the date of stipulation.

Worker Welfare.

- The company has implemented regulations regarding wages such as minimum wages, overtime and rest rights.
- Submit periodic employment reports to the relevant agencies.
- Facilitating workers with Health and Employment BPJS

OHS Aspects

The company in general has complied with OHS regulation, including:

- OHS Committee has a OHS committee organizational structure and emergency response that has been approved by the *Dinas Tenaga Kerja & Transmigrasi Kabupaten Kota Baru* has a POHS committee program, organizes Occupational Health and Safety training programs, quarterly OHS committee reports, has procedures related to Health, Security and environment (OHS) and Emergency Response, etc.
- Provision of Personal Protective Equipment (PPE) from the company for all workers and regulate the use of PPE according to the type of work based on the pre-determined HIRAC. Provision of PPE from the company for all workers and regulate the use of PPE according to the type of work based on the pre-determined HIRAC.
- Conduct a general medical check-up (Medical Check Up) every year for all workers and special examinations (cholinesterase, spirometry and audiometry) according to the level of risk / danger for a particular job.
- Having a license/competence for several special jobs that require more expertise such as OHS experts, hyperkes, boiler operators, welders, and others in accordance with the requirements contained in the legislation.
- Giving Insurance and social security facilities for all workers.
- OHS training with a valid license, such as: training for *operator pesawat uap kelas 1* (5 operators), training for *pesawat angkut angkat* (9 operator), and OHS electricians (1 operator).

The company shows evidence of a letter from the training institute PT. Training Pratama Mulia regarding registration data for *pesawat tenaga & produksi kelas 1* training participants for 3 operators to the training institute PT. Training Pratama Mulia and training plans for 23-27 February 2023. The company has the opportunity to ensure that the training is carried out so that the engine room operators at Gunung Aru Mill have a license in accordance with applicable regulations. (OFI)

Best Management Aspects

- Using oil palm seeds from seed-producing companies that are recognized and certified by the authorized agency
- Do not use the active ingredients of prohibited pesticides and limited pesticides listed in the Regulation of the Minister of Agriculture No.01/Permentan/OT.140/1/2007 regarding the List of Prohibited and Limited Pesticides Active Ingredients.
- Have a zero burning policy related to land clearing activities and other field operational activities.

2.1.2

The certificate holder has a documented system to ensure legal compliance listed in the Legal Requirements Procedure, dated on May 1, 2017. The procedures include explaining that regulations can be obtained and updated by contacting government and non-government agencies to ensure that the latest regulations apply, including international, national and local and actively visit related websites, the latest monitoring of compliance and updating regulations are held on December 2022. For third parties (contractors), to ensure legal compliance is stipulated in the Contractor's Work Regulations Procedure, February 28, 2019, which among others explains that all contractor employees must follow all OHS regulations applicable in the company, must pay workers' wages in accordance with applicable provisions, is required to register all workers with the social security program (BPJS Employment). In addition, the management unit also monitors the number of contractors, the list of names of contractor workers, the validity period of the employment agreement, legal entity status, social security and wages of contractor workers, and special licenses for work that require these requirements.

The company shows an evaluation of contractor compliance, for example to CV Dwi Putra Gemilang which includes Work Agreement - Local between PT Bersama Sejahtera Sakti (GKE) and CV Dwi Putra Gemilang regarding the making of over flow and proof of having registered workers with BPJS Employment and BPJS Health (6 workers) along with information on wages paid to workers.

2.1.3

Procedure of legal boundary stakes monitoring, and maintenance is presented in SOP No. PM 3001, dated December 2010.

Procedure mentioned that maintenance was carried out by officers who have been appointed by the Estate Manager. Monitoring the boundaries of the HGU at least twice a year.

The company shows the document for monitoring the HGU stake which is carried out every semester. The last HGU stake monitoring was carried out in December 2022 in Gunung Aru Estate, Gunung Kemas Estate, Laut Timur Estate and Pantai Timur Estate. The report on the inspection and maintenance of the boundary markers has provided complete information regarding the number of stakes, condition of stakes, location of stakes, coordinates of stakes and corrective actions as well as the target time for repairs if there are damaged or missing stakes. In the monitoring report, it is known that all HGU stakes are available.

Field observations to several HGU boundary markers in Gunung Aru Estate (Stakes No. 20, 21, 22 and 23); Gunung Kemas Estate (Stakes No. 03, 04 and 18), Laut Timur Estate (Stakes No. 13, 14 and 15) and Pantai Timur Estate (Stakes No. 07, 08, 09 and 10), show that the stakes sampled during the audit were available in the field and in well-maintained conditions. Verification using GPS indicates that the pole coordinate is in accordance with the provisions of the land title. Land boundaries with outsiders are clear, such as a large boundary road and trench that borders the HGU area. There is no indication of land use outside the HGU.

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| Status: Comply |
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2.2

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

2.2.1

In monitoring the existence of contractors for plantation and mill activities, the company had well-documented the list of contractors, type of business, contact persons, work agreements, and ensuring other matters related to compliance with laws and regulations in Indonesia. At the time the audit activities were carried out, the company showed a total of 22 contractors and suppliers working with the company. One of them is CV Dwi Putra Gemilang, a contractor for making over flow, with a workforce employed according to the Contract of 6 people.

2.2.2

UoC showed that there were several separate clauses on the work agreement between the company and the contractor related to fulfilling legal obligations in Indonesia. Some of these obligations are related to the registration of workers' health and social security insurance, the provision of minimum wages, the obligation to use PPE, other permits such as tax payment and others. To ensure compliance with these clauses, the certification unit always requests the requirements for the completeness before the contractor does work.

In addition, UoC has carried out an evaluation of each contractor to see the performance of the contractors, for example the evaluation of CV Dwi Putra Gemilang with Contract overflow construction in 2022. There were several important indicators in the evaluation including work quality, punctuality, competence of workers, compliance with company's regulation, discipline in using PPE, environmental awareness, and the ability to achieve zero accident.

2.2.3

The Company showed that on each work agreement between the unit of certification and the contractor, there were clauses related to fulfilling legal obligations in Indonesia as one of the obligations that must be fulfilled by the contractors. Some of these obligations are related to anti-bribery, anti-corruption, anti-forced and trafficked labor and prohibition of underage worker. To ensure compliance with these clauses, The Company always requests the requirements for the completeness before the contractor does work.

Based on the document review and field observation, it revealed that there were no workers under the age of 18 and the work provided was in accordance with the agreement when the initial worker worked.

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| Status: Comply |
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2.3

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

2.3.1

Based on document verification, it is known that the company receives FFB directly from the own plantation and plasma. The own plantation consists of the Gunung Aru Estate, Gunung Kemas Estate, Laut Timur Estate and Pantai Timur Estate. Meanwhile, from the plasma plantations, namely Maju Bersama Plasma (Koperasi Bersama Sinceah Makmur) which is in the village of Sinceah and Bekambit with land legality in the form of SKT. To move forward with plasma, it is managed directly by the Company.

2.3.2

Companies receive FFB from other sources such as collection agents (eg Maju Bersama Cooperatives and Berkah Usaha Bersama). In receiving FFB from third parties, companies carry out a selection process by collecting information owned by third parties, such as: collector locations, account numbers, and collector profiles. Records of third-party information are included in the document "Information on the Source of FFB Berkah Usaha Bersama". For example, there is a supplier on behalf of Cooperative Berkah Usaha Bersama with information on the coordinates of the supplier's location: Ardiansyah 3°29.240'S & 116°12.043' E. The auditor conducted interviews with the supplier (Koperasi Maju Bersama), it was discovered that the supplier is also committed to sending FFB from legal sources.

The company has collected data at the farmer level. The company also has a list of FFB supplier information such as land area, year of planting, land legality, coordinates. Based on document verification, it is known that the amount of FFB produced is in accordance with the farmers' land area.

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

PT BSS has a five-year production projection contained in the PT BSS Plan Business Document which is known by the Head of Sustainability & Quality Management of PT BSS. The document contains production projections, CPO, PK, extraction, revenue projection, cost projection, prices for smallholder FFB and plasma. For example some projections are shown in the table below:

| Item | 2023 | 2024 | 2025 | 2026 | 2027 |
|------------------|---------|---------|---------|---------|---------|
| Production (ton) | 214,111 | 231,895 | 237,040 | 260,464 | 271,701 |
| CPO (ton) | 58,086 | 62,648 | 64,498 | 70,234 | 73,412 |
| PK (ton) | 11,617 | 12,530 | 13,193 | 14,366 | 15,016 |
| OER (%) | 22.00 | 22.00 | 22.00 | 22.00 | 22.00 |
| KER (%) | 4.40 | 4.40 | 4.50 | 4.50 | 4.50 |

The company also shows cooperation programs with independent and plasma smallholders, such as purchasing FFB, and providing socialization of support to independent smallholders to take part in RSPO certification and comply with applicable regulations which were attended by 12 participants on 3 February 2022.

Based on the description above, it can be concluded that the company already has a long-term planning document that includes the feasibility of a jointly developed business for plasma smallholders through the purchase of FFB from plasma smallholders and support for certification.

3.1.2

The company shows the plan and realization of replanting activities contained in the Long Range Replanting Program document, namely:

| Activity | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|------------|--------|------|------|------|------|------|
| Replanting | Plan | 549 | 994 | - | 391 | 480 |
| | Actual | 549 | - | - | - | - |

Based on the data above, it can be seen that the company already has a plan and monitors evaluation based on the achievement of replanting activities.

3.1.3

The company shows the PT BSS Management Review Meeting Minutes for certification and operations which were carried out on December 5, 2022, which were known by the Gunung Aru Factory Manager at PT BSS. In the management review, the results of the SCCS and RSPO/ISPO internal audits have been discussed, the performance of PT BSS palm products, repair status and finding fulfillment, customer feedback, system influences and changes, and recommendations for improvement. Based on an evaluation of the company's annual plan, it is known that the company has achieved good results against the budgeted plans.

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 has taken actions for continuous improvement in environmental aspects, for example:

- Waste management and monitoring through WWTP management, effluent quality testing and reporting to the relevant agencies.
- Air quality management and monitoring through road maintenance, air quality testing and reporting to relevant agencies.
- Management and monitoring of groundwater through testing the quality of groundwater and reporting it to the relevant agencies.
- Hazardous waste management through hazardous and toxic waste storage and hazardous and toxic waste management and monitoring.
- Greenhouse Gas (GHG) Management. Implementing a zero burning policy, utilizing EFB, shells and fiber as renewable energy, regular engine maintenance, and regular emission quality tests.
- The company no longer uses pesticides with the active ingredient paraquat.
- The company has implemented biological pest control in this case by using host plants and owls to reduce the use of pesticides, especially insecticides and rodenticides.

Social and Worker Welfare Aspects

- On the social aspect, the company has made improvements by establishing a Foster Village in the Village Around the Company, the Fostered Village receives regular assistance in the form of 100 kg of rice/month and Rp. 500,000/month of cash. In addition, the company also provides health facilities for the surrounding community by allowing people to seek treatment at the company clinic.
- The company no longer uses workers with Daily Worker status in every operational activity.

Occupational Safety and Health Aspects

- Construction of a safety gate which aims to monitor the use of PPE by employees before leaving for work in the field.
- Making the PPE alert estate application that can be used by the foreman level and above, aiming to fulfill PPE and replace PPE that can be requested in real time to management, so as to speed up the process of fulfilling PPE.
- Development of the PPE One Alert System application, which aims to provide information to the Kasie/Manager via email if the PPE stock in the Warehouse is less than 15% of the needs that have been made.

Best Management Practices Aspects

- Making CECT as a form of soil conservation and prevention of the development of oryctes pests after replanting activities.
- Dedicated anak, to standardize all blocks/fields so that the principal growth is uniform/homogeneous and plant maintenance is always maintained from *TBM 1 to TBM 3*.
- The company's commitment to reducing pesticides includes not using paraquat, owl farming and developing beneficial plants.
- ALMEKA, to speed up the process of planting beans efficiently and at a low cost.

3.2.2

The company has shown the auditor regarding the RSPO metric template Version 2.1 that has been filled in according to the facts and data in the company's record documents. The period of metric template is Annual Data (January – December 2022) and 12 Month period counting up to two months before audit month (December 2021-November 2022). The summary in the report, for example, is as follows:

- Name of RSPO Member: Sime Darby Plantation – Gunung Aru POM, PT BSS
- RSPO Membership Number: 1-0008-04-000-00
- Name of Certified Audit: Gunung Aru POM
- Name of Certification Body: PT Mutu Agung Lestari
- RSPO Palm Trace ID Number: RSPO_PO1000000319
- Number of Mill: 1
- Number of Certified Estate: 4
- HCV Area: 313,45 Ha.
- Number of workers (Demographic of Workers) in Mill: Permanent 96,2% (Male 91,5% and Female 4,7%) and Contract 3,8%

(Male 2,8% and Female 0,9%).

- Number of Lost time injuries: 0 and Total hours worked: 188628.
- Freshwater usage (m3): 109.408

Status: Comply

3.3

Operating procedures are appropriately documented, consistently implemented and monitored.

3.3.1

The company already has SOPs that regulate Mill and plantation activities. SOP for Palm Oil Processing (Factory) consists of 3 Parts.

- First part with No. Policy 110/POD-FAC/07 explains the basics of palm oil processing such as receiving fruit (including grading and weighing), boiling, stripping, stirring (digesting), pressing, purification (clarification), separation of seeds. and coir, kernel station, oil and palm kernel stockpiling, factory waste water control, water treatment, laboratory analysis, boiling and throwing stations, press and fiber cyclone stations, seed stations, clarification stations, waste pool analysis and water analysis.
- The second part with No. Policy 120/POD-FAC/07 describes power generation systems such as boilers, power generators, types of generating machines, synchronization, operation and maintenance of electrical panels, supply networks, electric motors and control circuits, speed reducers (speed reduction), grounding and lightning protection as well as work security and safety.
- The third part with No. Policy 130/POD-FAC/07 concerning operational administrative procedures for palm oil mills which explains the operational administrative procedures for MILL, MILL organization and document flowcharts. All SOPs for Palm Oil Mill Techniques were approved by Group Head Plantation Indonesia in 2007.

The company also has SOP Reference Manual for Palm Oil Agronomy No. Policy 110/EST-ARM/13 regarding the technical culture of oil palm cultivation was released based on the memorandum of the Head Plantation Upstream Indonesia on September 1 2013. The SOP contains, among others: Plant Materials, Nursery Techniques, Replanting, Land preparation, Plant Density, Harvesting, Field Maintenance, manuring, Water Management in Coastal Areas and planting on peatlands, Weed Control, Establishment of legume cover crops, and Recording of Rainfall.

The procedures owned by the company have covered all the main process activities from land clearing to the transportation of FFB and for OPM from receiving fruit to dispatching CPO. These procedures are also available in the respective units and are written in Indonesian. The company applies the implementation and monitoring procedures in the form of sustainable plantation management policies No Policy 725/TQEM-SPMS/09 dated August 27, 2010 which states that the company conducts an internal audit at least once a year to ensure the implementation of the SOP has been going well. Based on observations in the harvest area it is known that the harvester has carried out a well harvest well, such as not harvesting unripe bunch, quoting fruits, and compiling FFB at the FFB collection.

Based on interviews with harvest, spray and fertilization workers and operators at the Mill, it is known that these workers understand and can describe their respective work SOPs.

3.3.2

The Company implements implementation and monitoring procedures in the form of a sustainable plantation management policy Number 725/TQEM-SPMS/09 dated 27th August 2010 which was approved by the CEO, HPO, Head of Legal & Corporate, Head of Group Corporate Assurance, Head of Business Planning and Head of TQEM. The policy stipulates several things:

a. Internal Audit

The audit process is carried out at least once a year by a competent auditor

b. External Audit

External audits, certification audits, surveillance audits, annual surveillance audits for the RSPO must be carried out by a designated certification body

c. Evaluation of Sustainable Plantation Management

Sustainable plantation management is evaluated as needed with the aim of evaluating the results of implementing sustainable plantation management for improvement and preparing verification mechanisms in implementing sustainable plantation management.

d. Evaluation level

The evaluation was carried out at 3 levels, members of the evaluation team for Sustainable Plantation Management (MPB) level 1 was chaired by HPO, level 2 was chaired by SGM plantation operations region, and level 3 was chaired by GM Estate/Mill. Evaluation for levels 1, 2 and 3 is carried out at least once a year

e. Responses to Evaluation of Findings

The Sustainable Plantation Management Team of the plantation unit and the mill unit must carry out the results of the evaluation. If necessary, assisted by other departments and if necessary external consultants must obtain justification from level 1 CDM Evaluation Team

f. Revised Guidelines for Sustainable Plantation Management

Revision of sustainable plantation management guidelines is carried out to improve or update the guidelines based on the results of evaluations and or external assessments.

The company socializes the mechanism of potential hazards and risk to workers and contractors through direct warnings and socialization including through K3 Committee meetings. Based on interviews with workers and contractors, as well as field observations, it is known that workers and contractors have understood the scope and task of their work, understand the potential of the dangers of each job, and understand the control and prevention of potential and potential hazards that will occur.

Based on the description above, it is explained that the company has a system that ensures the consistency of SOP implementation

3.3.3

The company shows monitoring and follow-up records to check the consistent implementation of procedures, for example:

- The company shows the PT BSS Management Review Meeting Minutes for certification and operations which were held on December 5, 2022, which were known by the Gunung Aru Factory Manager at PT BSS. In the management review, the results of the SCCS and RSPO/ISPO internal audits have been discussed, the performance of PT BSS palm products, repair status and finding fulfillment, customer feedback, system influences and changes, and recommendations for improvement. Based on an evaluation of the company's annual plan, it is known that the company has achieved good results against the budgeted plans.
- Records of PT BSS ISPO/RSPO internal audit results conducted on November 28 – December 1, 2022. with 10 non-compliances in the ISPO audit & 5 non-compliances in the ISPO audit. Then also shown documents proof of improvement of non-compliance, all discrepancies have been fulfilled on December 28, 2022.
- Record of operational internal audit results by the Group Compliance Assurance Department conducted on April 1, 2022, with 10 findings. Then they also showed proof of repair documents that were closed on July 31, 2022.

Based on the description above, it is explained that the company has a system that ensures the consistency of SOP implementation and follow-up monitoring is preserved and available.

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| Status: Comply |
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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

There is no addition of a new operating area. The company has conducted independent and participatory environmental and social impact assessments involving stakeholders listed in several documents, namely:

Environmental Aspect

- Analysis of environmental and social impacts (AMDAL) document with a plantation area of 14,000 ha and factory capacity of 60 tFFB / hour. The scope of AMDAL studies includes: Construction of physical facilities and supporting facilities; Construction of oil palm plantations; Palm Oil Processing Process (Factory).
- Review of the Summary of the Effect of Replanting Activities on Environmental and Social Aspects in 2012.

Social Aspect

- Analysis of environmental and social impacts (AMDAL) document with a plantation area of 14,000 ha and factory capacity of 60 tFFB / hour.
- Social Impact Assessment (SIA) document in January 2010. with the village coverage within and / or bordering the company, covering 8 village Pulau Laut Timur subdistrict. The villages include: Langkang Baru Village, Langkang Lama, Betung, Bekambit Asri, Bekambit, Sejakah, Tanjung Pengharapan and Batu Tunau
- Review of the Effect of Replanting Activities on Environmental and Social Aspects in 2012.

Based on document verification, it is known that social and environmental impact assessments have been carried out independently

and participatively by involving affected stakeholders, including impact studies of the plasma smallholder scheme.

The results of field observations during the audit activities revealed that all of the company's operational activities had been included in the company's environmental documents.

Based on interviews with Sejakah village, it is known that the social impacts of the company's existence such as partnerships with business actors to provide business opportunities to the community, CSR, employment opportunities, etc. These social impacts have also been identified in the SIA Documents, Environmental Documents, and the company's social impact management plan.

Based on document verification, it is known that the scope of the social impact assessment has covered all villages, farmers, and has involved internal workers.

3.4.2

The company already has an environmental and social management and monitoring plan, namely:

Environmental Aspect

The environmental management and monitoring plan is in accordance with the documents, namely:

- Air quality and noise
- Soil and water conservation
- Quality of liquid and solid waste
- Potential for land fires
- Flora and fauna
- Public unrest
- Replanting.

Based on the results of interviews with the surrounding community, namely Sejakah and Bekambit Villages, information was also obtained that there were no negative issues related to environmental management by the company, as well as interviews with the Kotabaru Regency Environmental Service also explained that there was no negative information from the community or NGOs.

Social Aspect

The company has a social management plan for the 2022-2023 period based on the recommendations from the social impact assessment conducted in 2010 and the results of the social impact management review for the 2020-2021 period. The social impact assessment was carried out in a participatory manner by involving the surrounding community from 7 villages, the sub-district and plasma farmers and employees which was carried out on 6 June 2021 through FGDs and questionnaires. The social impact management plan for the 2022-2023 period includes:

- Health services for the surrounding community
- Education
- Community assistance
- Empowerment of local communities
- Acceptance of community FFB through cooperatives
- Development of village infrastructure around
- Improve the economy of the surrounding villages
- Monitoring of environmental quality as a result of plantation and factory operations
- Dry season mitigation
- There are potential land issues/claims
- Company employee anxiety
- Gender committee concerns

The SIA management plan, which was prepared based on the results of consultation with stakeholders such as the surrounding community, plasma smallholders and employees, has covered all of the company's operational activities. This is evidenced by the SIA management plan which includes the social impact of the company's operations on affected stakeholders.

Based on interviews with surrounding villages, namely Sejakah Village and Bekambit Village, it is known that the social impact of the

existence of companies such as partnerships with efforts to provide employment opportunities, CSR, and community FFB receipts. These impacts have been covered in the SIA study document.

3.4.3

The company has implemented an environmental and social management and monitoring plan, namely:

Environmental Aspect

Companies can show documents on the implementation of the environmental management and monitoring plan for semester 1 of 2022. Based on the results of the document verification, it is known that the implementation of environmental management and monitoring is in accordance with the directions from the environmental documents they have. The reporting format refers to KepmenLH No 45 of 2005, in which trends, critical levels and compliance with all managed and monitored parameters have been evaluated. The report on the implementation of environmental management and monitoring for semester 1 of 2022 was submitted to the Merauke Regency Environmental Service on July 18, 2022. In general, the results of environmental monitoring owned by the company are in accordance with environmental parameters such as testing river water quality, testing emissions, etc.

Social Aspect

The company has implemented a social impact management plan for the 2022 period, namely:

- Providing health services for the local community who are less fortunate can be accepted for treatment at the company's clinic. Based on document verification, in 2022 the number of patients from the surrounding village community who came for treatment was 457 people.
- Acceptance of community FFB through cooperatives to improve the village economy. The company has received FFB from the community who have joined the Joint Kita Maju Cooperative by following the provisions regarding quality according to the regulations of the plantation company.
- Monitoring of environmental quality as a result of plantation and factory operations. The company has carried out environmental monitoring such as testing river water quality, smell, noise, and monitoring other impacts in the 2022 period. Based on the results of interviews with the surrounding community, namely Sejahkah and Bekambit Villages, information was also obtained that there were no negative issues related to environmental management by the company, and the results of interviews with the Kotabaru Regency Environmental Service also explained that there was no negative information from the community or NGOs.

The company has also carried out social impact monitoring by giving questionnaires to the surrounding community and employees which was conducted in July 2022. From the results of this monitoring the company has conducted an annual review of social impact management which was carried out on December 28, 2022.

Status: Comply

3.5

A system for managing human resources is in place.

3.5.1

The company had procedures related to recruitment, appraisal, promotion, remuneration, and termination of employment which are generally described in the Company Regulation period 2022 to 2024 written in *Bahasa*. In general, these procedures describe:

- Recruitment of workers is based on the company's needs.
- The minimum age of workers is 18 years old.
- The workers who have been accepted will through three months of probation.
- Promotion of workers is based on needs, period of work, expertise and assessment of workers.
- The company is authorized to carry out the placement, transfer and promotion of workers by applicable regulations.
- Termination of workers can occur if the worker is on probation, resign as the worker's willing, ends on worker's period of the agreement, retire, etc.

In addition, the procedures of employee recruitment, appraisal, promotion, and remuneration are explained specifically in several SOPs. These procedures have been documented and socialized to all workers and their representatives, here as follows:

- SOP No. 035/SOP-BSS/10 validated on 1 April 2010 concerning on Recruitment.
- Procedure of Worker's Performance Appraisal for Non-Staff

The procedures established by the company has in accordance with regulations such as the minimum age of worker and have shown that there is no discrimination in the employee recruitment process, such as not referring to ethnicity, religion, certain groups and

others.

3.5.2

Companies can show records of the implementation of the Human Resources system that have been determined, for example:

Annual leave

GKE employee leave application form with the initials "M" NIK 7267 which has been approved by Sr. Assistant and recognized by the Manager. As follows:

- Number of Leave Days: 12 days
- Taken: 6 days
- Remaining Leave Days: 6 days
- Leave Request: 6 days

Maternity leave

- Inter-Office Mail from the BSS Central Clinic Midwife dated 22 April 2022 No. 06/PS-GAE/IV/2022 regarding Maternity Leave for employees with the initials "NH" NIK: 91237 with a leave period from 30 April to 13 June 2022.
- Letter from Acting Estate Manager No. 095/GAE/IV/2022 dated 25 April 2022 regarding the granting of maternity leave to employees with the initials "NH" NIK: 91237 with a leave period from 30 April to 13 June 2022.
- Inter-Office Mail from the BSS Central Clinic Midwife dated 17 May 2022 No. 08/PS-GAE/V/2022 regarding Maternity Leave for employees with the initials "NH" NIK: 91237 with a leave period from 17 May to 30 June 2022.
- Letter from Acting Estate Manager No. 112/GAE/V/2022 dated 24 May 2022 regarding the granting of maternity leave to employees with the initials "NH" NIK: 91237 with a leave period from 17 May to 30 June 2022.

Pension

The October Pension Employee Warning includes one of the GKE employees with the initials "K" NIK: 78472 and is accompanied by proof of submission of employee rights on November 8, 2022.

Based on the results of interviews with the Kotabaru District Manpower and Transmigration Office and representatives of the Workers' Union, it was stated that so far there have been no complaints regarding violations of the Human Resources system set by the company.

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| Status: Comply |
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3.6

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

3.6.1

The company already has SOPs that explain hazard identification, environmental impact analysis and all activities/activities/work, work processes, work methods/methods, work places/locations, work equipment and materials/materials by using Hazard Identification Forms, Environmental Impact Analysis and OHS Risk Assessment and consider things such as routine activities, normal conditions, abnormal, and emergencies. Preparation of Hazard Identification, Environmental Impact Analysis and OHS Risk Assessment is made before work is carried out in all sections/departments and must be reviewed (evaluated and corrected) at least once a year.

The company shows records of Hazard Identification, Environmental Impact Analysis and OHS Risk Assessment prepared by the OHS Expert and approved by the EM, in each work unit including in the Plantation, which was updated on 1 July 2022 with work activities/processes including land clearing, nursery, planting, land care, harvesting and transporting, fertilizing, spraying, warehouse, fueling station, Hazardous and Toxic Waste warehouse, polyclinic, electrical installation, generator house, lawn mower, infrastructure (heavy equipment, road maintenance), infrastructure (civil), Estate offices, workshops, mechanized harvesting, housing, fire patrols, environmental monitoring.

The results of risk identification and implementation plans were disseminated to workers, including shown in the HIRAC socialization record on 15 January 2022 which was attended by 8 participants consisting of Chief Assistant, Assistants, operators and mechanics

Based on the HIRAC document review, it is known that the Risk Identification and Management Plan has covered all work activities and routine activities in the Mill and Estate. The company has carried out inspections on the use of PPE every month to monitor and ensure that PPE procedures have been carried out according to contained in the HIRAC.

The results of interviews with several workers and field observations of work activities both in the plantation and at the mill indicate that workers understand safe work practices by using appropriate PPE.

Based on the explanation above, it is known that there are results of risk identification and implementation plans that are disseminated to management and employees.

3.6.2

PT BSS has environmental and protection OHS programs and realizations, such as:

- Socialization of company policies on 13 June 2022 at PT BSS.
- OHS training with a valid license, such as: training for *operator pesawat uap kelas 1* (5 operators), training for *pesawat angkut angkut* (9 operator), and OHS electricians (1 operator).
- OHS inspections, such as:
 - Monthly PPE inspections
 - Monthly fire extinguisher inspections
 - Periodic inspections of tools and machines at the Mill every years, testing carried out on 22 Augustus 2022 by PT Azria Agung Abadi Mandiri with the conclusion that the machine can be used with several recommendations and suggestions given.
 - Conducting testing and controlling vibration at several stations in the Mill (press station, engine room, boiler station) which was carried out on June 2, 2022 by Laboratorium OHS Provinsi Kalimantan Selatan, with the result of The vibration within non destructive Impact zone (< 10 mm/second).
 - Routine inspection of noise levels at the Mill (press station, engine room, nut & kernel station) which was carried out on 19 May 2022 by Laboratorium OHS Provinsi Kalimantan Selatan with the results, namely:

| Location Of Sampling | Unit | Result (Noise) |
|--------------------------|-------|----------------|
| Engine room Station GAF | dB(A) | 98.2 |
| Loading ramp station GAF | dB(A) | 84.1 |
| Press Station GAF | dB(A) | 92.3 |

Based on the regulation of the Minister of Manpower no. 13 of 2011 the standard set for noise intensity against exposure time for 8 hours in the engine room is 85 dBA, this means that the results of the noise test in the engine room and press station are above the standard threshold, but the company has anticipated this by providing PPE such as ear muffs to each operator.

- Safety campaign carried out on 28 January 2023 at PT BSS.
- OHS committee meetings held every month.
- Employee medical check-up carried out in December 2022 & January 2023.

The OHS work program is evaluated every month through regular OHS committee meetings, which include Issue, action plan, current status, action taken by and target date, for example contained in the OHS committee quarterly report, recap of discussions at the OHS committee meeting in October – December 2022, among others related to: increasing the use of PPE, being alert to fires in facing the dry season, ensuring that fire extinguishers can be operated properly, carrying out routine APAR inspections.

Based on the description above, it shows that the company monitors the effectiveness of the OHS plan to handle OHS risks for persons.

Status: Comply

3.7

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

3.7.1

The company shows the Human Resources training and development program documents which inform the type of training program and target participants. For example, for the 2022 GKE, including Harvesting, Maintenance, Fertilizing, Spraying, FFB Sorting, Fire Fighting, Pollution Prevention, General OHS, Chemical OHS, First Aid, Electrical OHS and OHS Management.

Based on the results of interviews with contractor representatives (PT Cindra Kasih) and suppliers (FFB Supplier Scheme Smallholder

and Outgrower), it was conveyed that the company has provided training in the form of routine socialization, for example compliance with the implementation of OHS for both contractors and suppliers as well as best palm oil management practices for FFB suppliers.

Regarding the opportunity for improvement in the previous audit activities, the auditor team verified it through document reviews, field visits and interviews, where there were still notes on the adequacy of the operator's license at St. Engine room but the training program can be shown so that this becomes an opportunity for improvement and has been explained in indicator 2.1.1

3.7.2

Companies can show records of training realization, for example:

- Record of the Socialization of the Harvest Team on June 13 2022, given by the Assistant Division II which was attended by harvesters, harvest foremen, foreman 1 and harvest clerks (11 participants), with material including: completeness of PPE, safety at work and SOP for the Harvest Team.
- Record of Socialization of the Manual Care Team on November 7 2022, given by the Assistant Division II which was attended by maintenance workers, foremen and foreman 1 (8 participants), with material including: completeness of PPE, safety at work and SOP for the Harvest Team.
- Record of the fire simulation at GKE on April 20 2022 which was attended by the firefighting team (All units) and representatives of government agencies and villages around the company.

3.7.3

The unit of certification showed socialization about the supply chain to employees which was last conduct on 8 December 2022. The minutes explained the procedures for managing certified and non-certified products including the responsibilities for each of the personnel who handle products.

The results of interviews with Head of Administration, weighbridge operator in POM and FFB administration in Estate showed that workers have already known the duties and responsibilities of each in the implementation of SCCS in accordance with the procedure and have been able to explain well about the management of certified and uncertified products, especially regarding the origin of the FFB source.

Status: Comply

3.8

Supply Chain Requirements for Mills

3.8.1 and 3.8.2

Based on document verification, the Mill implements the MB Module, which is received both FFB from certified and uncertified sources. Verification of Mass Balance record, the Mill has been recorded well the separation of FFB and products (CPO and PK) from certified and uncertified sources.

3.8.3

Estimated certified product recorded in the last assessment report. The estimates of certified production for the next license period describe at ASA-2.1 report (basic info 1.8.3), in reasonable amount taking into account the last year's production. The data are shown in the following table:

| Products | Last Year Projected Certified Volume (MT) | Extension Volume (MT) | Actual (January 2022 - December 2022) MT |
|--------------------|---|--------------------------|--|
| FFB Certified (MT) | 178,400 | 62,196 | 224,643.34 |
| CSPO (MT) | 39,300 | 18,148 | 47,913.87 |
| CSPK (MT) | 8,100 | 3,445 | 9,467.10 |

3.8.4

The Mill has registered as RSPO member under Sime Darby Plantation Berhad (No. 1-0008-04-000-00) and also has been registered in IT platform palm trace RSPO <https://palmtra`ce.rspo.org/web/rspo/member-directory> which information as follows:

- Member Name: Sime Darby Plantation – Gunung Aru POM, PT BSS
- License ID: CB131849

- Core Product: Palm Oil
- Member ID: RSPO_ PO1000000319
- Type of Business: Oil Mill

3.8.5

The Mill has had procedures of Minamas Plantation Manual RSPO SCCS (No. SCCS-Std/RSPO/PSQM/03 Rev. 04 dated 1 June 2020). The procedure has covered all aspects in latest RSPO supply chain standard (P&C 2018), such as receiving and recording that identify the traceability of RSPO certified and uncertified source and products, FFB processing, the announcement in RSPO Palmtrace not later than 3 months after dispatch, key persons such as security, weight bridge clerk, dispatch/kernel officer, production clerk, Administration Head, as well as the training.

Based on the interviews with weighbridge officers and security, the two personnel have been able to explain well about the management of certified and uncertified products, especially regarding the origin of the FFB source.

3.8.6

The procedure for internal audit mentioned in the procedures of Minamas Plantation Manual RSPO SCCS (No. SCCS-Std/RSPO/PSQM/03 Rev. 04 dated 1 June 2020). Based on that procedure internal audit carry out minimum one times a year. Based on document review, the company show the record evidence regarding internal audit of RSPO SCCS that conducted on 28 November – 1 December 2022. Based on result of internal audit, there is 1 non conformity and it has been closed on January 2023 and complied with RSPO Supply Chain requirements for mills and the RSPO Rules on Market Communications and Claims.

Management Review of RSPO SCCS implementation conducted on 5 December 2022. The management review discussion has covered the input from internal audit result, correction and corrective action, process perform and product compliance, follow up of previous management review, and recommendation for improvement.

3.8.7

The mill has verified and documented the volumes of certified and non-certified FFBs received. Certified and non-certified FFB received period of 12 months before audit which is January 2022 – December 2022:

| Month | FFB (ton) | | Total |
|--------------|-------------------|------------------|-------------------|
| | Certified | Non-Certified | |
| Jan 2022 | 12,348.28 | 1,392.56 | 13,740.84 |
| Feb 2022 | 11,704.56 | 1,527.17 | 13,231.73 |
| Mar 2022 | 14,540.03 | 2,611.65 | 17,151.68 |
| Apr 2022 | 19,376.17 | 4,256.12 | 23,632.29 |
| May 2022 | 21,714.31 | 4,923.91 | 26,638.22 |
| June 2022 | 20,468.45 | 4,882.64 | 25,351.09 |
| July 2022 | 19,456.00 | 3,365.04 | 22,821.04 |
| August 2022 | 19,902.38 | 2,917.20 | 22,819.58 |
| Sept 2022 | 21,791.89 | 2,850.35 | 24,642.24 |
| Oct 2022 | 21,277.73 | 2,061.16 | 23,338.89 |
| Nov 2022 | 22,724.71 | 2,364.73 | 25,089.44 |
| Dec 2022 | 19,338.83 | 2,839.79 | 22,178.62 |
| Total | 224,643.34 | 35,992.31 | 260,635.65 |

Estimated certified product recorded in the last assessment report (RC). Actual certified produced has been verified during this assessment. The data are shown in the following table:

| Products | Last Year Projected Certified Volume (MT) | Extension Volume (MT) | Actual (January 2022 - December 2022) MT |
|----------|---|--------------------------|--|
|----------|---|--------------------------|--|

| | | | |
|--------------------|---------|--------|------------|
| FFB Certified (MT) | 178,400 | 62,196 | 224,643.34 |
| CSPO (MT) | 39,300 | 18,148 | 47,913.87 |
| CSPK (MT) | 8,100 | 3,445 | 9,467.10 |

Due to overproduction of certified product compared to the quota given, the unit of certification submits a volume extension request to CB where evidence can be shown in the form of an email volume extension request to PT Mutuagung Lestari on January 31, 2023, with details of FFB 62,196 MT; CSPO 18,148 MT; and CSPK 3,445 MT.

Related for handling non-conforming oil palm products, has been set in the Minamas Plantation Manual RSPO SCCS (No. SCCS-Std/RSPO/PSQM/02 Rev. 02 dated 06 April 2020). The complaint from stakeholder should be delivered in written and shall be responded by MR in 14 working days. During the audit, there is no written complaint from stakeholders related to nonconforming products.

3.8.8

The mill has product information provided in such as document of weighbridge ticket, delivery order and other invoices, as example at invoices of PK certified delivery on 8 December 2022. The information provided on invoices are:

- The name and address of the buyer (PT Laguna Mandiri);
- The name and address of the seller (PT Bersama Sejahtera Sakti – Gunung Aru POM in Kotabaru District)
- The loading or shipment / delivery date (8 December 2022);
- A description of the product supply chain model (Mass Balance)
- The date on which the documents were issued (8 December 2022);
- The quantity of the products delivered (8.81 ton);
- Any related transport documentation (transport by CV Cindra Kasih);
- A unique identification number (091820);
- RSPO certificate number (Mutu-RSPO/005);
- etc.

3.8.9

The unit of certification has legal ownership of CPO and PK and did not outsource its milling activities. Only transportation of CPO and PK are outsourced to the third parties. The company has a list of contractors for transporting oil palm products from Gunung Aru POM which informs the name of the contractor, owner, address, work agreement number, signatures of both parties and validity period. There are contractors / transporters at PT BSS, including:

1. CV Cindra Kasih (PK Transporter)
2. CV Anugrah Multi Sarana (CPO Transporter)
3. CV Andhis Fadillah Lestari (CPO Transporter)
4. CV Maju Bersama Sejahtera Bekambit (CPO Transporter)
5. CV Dedy Setia Kawan (CPO Transporter)
6. CV Rehan Reva (CPO Transporter)
7. CV Daffa Bersaudara (CPO Transporter)
8. CV Trisali Hosana (CPO Transporter)
9. CV Aji Jaya Sakti (CPO Transporter)
10. CV Berjaya Bersama Sejahtera (CPO Transporter)
11. CV Bamega Jaya (CPO Transporter)

To ensure the contractors complies with the RSPO Supply Chain, in the agreement, there were clauses that set obligations of the contractor to comply with the supply chain rules. For instance, the responsibility to deliver products only from Pasir Mandoge POM, as well as the willingness to observed by Certification Body and the company internal audit in order to verify the compliance. Based on interview with CSPK transporter (CV Cindra Kasih) regarding the clausal in the contract that allow CB to access the contractor, they acknowledge and understand about the provisions

3.8.10 and 3.8.11

The Mill has the record of details of the contractor, covers the contractor company profile, address, contact person, email and phone number, contract agreement and period. There was no new contractor from the previous assessment. The list of contractors of CPO

and PK transporter are:

1. CV Cindra Kasih (PK Transporter)
2. CV Anugrah Multi Sarana (CPO Transporter)
3. CV Andhis Fadillah Lestari (CPO Transporter)
4. CV Maju Bersama Sejahtera Bekambit (CPO Transporter)
5. CV Dedy Setia Kawan (CPO Transporter)
6. CV Rehan Reva (CPO Transporter)
7. CV Daffa Bersaudara (CPO Transporter)
8. CV Trisali Hosana (CPO Transporter)
9. CV Aji Jaya Sakti (CPO Transporter)
10. CV Berjaya Bersama Sejahtera (CPO Transporter)
11. CV Bamega Jaya (CPO Transporter)

3.8.12

The company has had the up-to-date record and report that are kept in mill office, complete, accurate and up-to-date. All the record can be accessed by the auditor, such as record of certified product shipping, sales contract, delivery order/invoice, production report and product sales. Based on document verification on supply chain procedure, retention time for all records and report regarding to supply chain are kept for 2 years.

For instance, record of all certified palm oil/palm kernel oil volumes purchased (input) and claimed (output) for period of 9-months before audit (January 2022 – December 2022):

CSPPO

| Month | CPO (ton) | | Total |
|---------------------|-----------|---------------|-----------|
| | Certified | Non-Certified | |
| Jan 2022 - Dec 2022 | 47,913.87 | 7,651.63 | 55,565.50 |

| Month | CSPPO Despatch (ton) | | | Total |
|---------------------|----------------------|--------------|---------------|-----------|
| | RSPO | Other Scheme | Non-Certified | |
| Jan 2022 - Dec 2022 | - | - | 47,544.93 | 47,544.93 |

CSPK

| Month | PK (ton) | | Total |
|---------------------|-----------|---------------|-----------|
| | Certified | Non-Certified | |
| Jan 2022 - Dec 2022 | 9,467.10 | 1,508.56 | 10,975.66 |

| Month | CSPK Despatch (ton) | | | Total |
|---------------------|---------------------|--------------|---------------|----------|
| | RSPO | Other Scheme | Non-Certified | |
| Jan 2022 - Dec 2022 | 4,035.00 | - | 5,345.98 | 9,380.98 |

3.8.13 and 3.8.14

The conversion rate of production of CPO (OER) and PK (KER) were based on actual daily, monthly and yearly production. The extraction rate follows the actual data for a 12-month period for January 2022 until December 2022 i.e OER 21.32% and KER 4.21%. Periodically update of extraction is actual extraction.

3.8.15

SCSS module used in Gunung Aru POM is Mass Balance (MB), because the mill receives FFB from the estate RSPO certified and from third party that non-certified RSPO.

3.8.16

RSPO IT Platform member registration number for Gunung Aru Palm Oil Mill is RSPO_ PO1000000319. The Mill carry out shipping announcement in the RSPO IT platform when RSPO certified products are sold as certified to refineries, crushers, and traders not more than three months after dispatch. For example:

- Certified PK sold to PT Laguna Mandiri – Rantau Kernel Crushing Plant dated 12 August 2022 for 163.69 ton and transaction creates in IT Palm Trace dated 27 September 2022.
- Certified PK sold to PT Laguna Mandiri – Rantau Kernel Crushing Plant dated 12 August 2022 for 83.80 ton and transaction creates in IT Palm Trace dated 19 September 2022.

Removing Stock

For the CSPO and CSPK that sold as other scheme or as conventional, the company has been removed the stock from the palm trace, as example remove stock of CSPO dated 30 January 2023 for 39,128 ton (transaction ID: ST-TR-ed5bab91-262b) and remove stock of CSPK dated 03 February 2023 for 2,637.02 ton (transaction ID: ST-TR-42a073fb-998a)

3.8.17

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

Status: Comply

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

The company showed the human rights policy updated in July 2019. This policy explained that PT. Bersama Sejahtera Sakti committed to respect and protect human rights in order to create security for all workers including the living rights, reproductive rights, self-developing rights, justice rights, welfare rights, security rights, women's rights, and children's rights.

The company commitment in respecting the human rights has been well implemented proved by the absence of issues and incidents of human rights violations that occurred in the operational area both mill and estate. Based on the interview with workers in estates (harvesters, pesticide sprayers, and maintenance workers), workers in mill (mill operators and warehouse workers), as well as representatives of suppliers and contractors. They stated that there were no incidents or issues of human rights violations occurring in the operational area of the certification unit.

4.1.2

Based on the interviews with the surrounding communities, occupants, and workers, it revealed that up until recertification assessment, if there was any conflicts or disputes with the company, the resolution action taken was deliberation without involving any violences or mercenaries. Resolution of conflicts / problems using these deliberations has been quite effective and during the past year there have never been any conflicts / problems in the company's work area.

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; 4.2.2; 4.2.4

The company showed the policy related to the procedure in handling any grievances (No. SOP ADMINISTRASI Rev-01) dated on 7 October 2015 concerning in handling grievance and consultation for all stakeholders. The policy explained activities of handling grievances related to workers' and all stakeholder's grievances through each worker's supervisor, suggestion box, company's hotline number. This policy also explained that the company can be brought the complaints to the RSPO complaint system if there wasn't any solution yet and protected the identity of the whistleblower if needed.

As a form of outreach, the company has posted warnings regarding complaints and whistleblowing service contacts that are available in each division office. However, based on the results of interviews with both workers (Mill and Estate) as well as labor unions and external stakeholders (Government Agencies in Kotabaru, Sejah Village, Bekambit Village, suppliers and contractors) it is conveyed that stakeholders already know how to submit complaints but so far there have been no complaints addressed to the company.

In addition, the company also showed the record of the company's socialization using audio and visual for all workers and external stakeholders. This audio-visual record explained the mechanism of all grievances through the labor union or each worker's supervision and will be recorded in the grievance logbook. However, illiterate people can submit their complaints through the village head or another representative from the stakeholder and also recorded in the grievance logbook.

Is the system effective to ensure complaints or grievances are addressed or resolved in an effective, timely and appropriate manner?

4.2.3

Based on the documents review of the worker's grievance logbook period of 2022 to January 2023, it is known that the complaints received by the company are related to facilities. The company then showed the compliance of these complaints.

Based on the interviews with government agencies, surrounding communities, gender committees, labor unions and workers, it's known that there were no further complaints towards the unit of certification.

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| Status: Comply | |
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4.3

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

4.3.1

The company already has a PT Bersama Sejahtera Sakti CSR program which was prepared based on the results of consultations with the village community which were carried out concurrently with the company's SIA program consultations. The CSR programs owned by the company are as follows:

Education

- Honorary Teacher Assistance
- School transportation for elementary/junior high school children

Community empowerment

- Empowerment of Local Contractors

Environment

- Road Repair & Maintenance

Sports, Social and Culture

- Assistance for Village development
- Meat for community leaders
- Donation of 1 Sacrificial cow for 12 Villages
- Care and cleanliness of the tomb
- Assistance for building foundations for msuhollah

Companies can show the realization of CSR activities carried out in 2022, for example as follows:

- Assistance for Operational Costs for elementary and junior high schools for children of Sinceah Village residents on July 29, 2022.
- Providing medical assistance to residents of Bekambit village on July 18, 2022.
- Village development assistance was given to Langkang Baru Village, Langkang Lama Village, Karang Sari Village on December 1, 2022.
- Rice assistance for the elderly in the villages of Betung and Selaru on June 16 2022.

Based on the results of interviews with surrounding villages, namely Sejah and Bekambit Villages, it is known that so far the company has realized CSR for the surrounding community and is considered quite good by the village head.

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| Status: Comply | |
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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

PT BSS has legally obtained land rights in the form of HGU from the government with a total area of 12,828.22 Ha with the following details:

- Decree of the Head of the National Land Agency No. 9/HGU/BPN/2002 concerning the granting of HGU in the name of PT Bersama Sejahtera Sakti on March 11, 2002, covering an area of 3,318 Ha. This decision was issued with 1 extended HGU certificate with a total area of 3,318 Ha, namely HGU Certificate No. 36 dated 14 May 2002 covering an area of **3,318 Ha** which is valid until 24 September 2037.
- Decree of the Head of the Regional Office of the National Land Agency of Kalimantan Selatan Province No. 01-540.2-43-2003 regarding the granting of HGU in the name of PT Bersama Sejahtera Sakti on 20 November 2003 covering an area of 100 Ha. The decision was issued with 1 extended HGU certificate with a total area of 100 Ha, namely HGU Certificate No. 42 dated 25 June 2004 covering an area of **100 Ha** which is valid until 26 April 2039.
- Decree of the Head of the National Land Agency No. 62/HGU/BPN/2004 regarding the granting of HGU in the name of PT Bersama Sejahtera Sakti on 15 September 2004 covering an area of 1,100 Ha. The decision was issued with 1 extended HGU certificate with a total area of 1,100 Ha, namely HGU Certificate No. 62 dated 31 December 2004 covering an area of **1,100 Ha** which is valid until 10 December 2039.
- Decree of the Head of the Regional Office of the National Land Agency of Kalimantan Selatan Province No. 14/HGU/BPN-63/2019 regarding the granting of HGU in the name of PT Bersama Sejahtera Sakti on June 21, 2019, covering an area of 240.058 Ha. The decision was issued with 3 extended HGU certificates with a total area of **240.121 Ha**, namely:
 1. HGU Certificate No. 208 dated 6 September 2019 covering an area of 129.50 Ha which is valid until 2 September 2054.
 2. HGU Certificate No. 209 dated 31 August 2019 covering an area of 32,692 Ha which is valid until 2 September 2054.
 3. HGU Certificate No. 210 dated 6 September 2019 covering an area of 77,929 Ha which is valid until 2 September 2054.
- Decree of the Minister of Agrarian Affairs and Spatial Planning / Head of the National Land Agency No. 44/HGU/KEM-ATR/BPN/VII/2022 concerning the extension of the HGU in the name of PT Bersama Sejahtera Sakti on 19 July 2022 covering an area of 8,070.10 Ha. The decision was issued with 5 extended HGU certificates with a total area of **8,070.10 Ha**, namely:
 1. HGU Certificate No. 232 dated 18 December 2020 covering an area of 2,934.80 Ha which is valid until 12 October 2047.
 2. HGU Certificate No. 233 dated 18 December 2020 covering an area of 2,683.10 Ha which is valid until 12 October 2047.
 3. HGU Certificate No. 234 dated 18 December 2020 covering an area of 260.10 Ha which is valid until 12 October 2047.
 4. HGU Certificate No. 235 dated 18 December 2020 covering an area of 1,507.10 Ha which is valid until 12 October 2047.
 5. HGU Certificate No. 236 dated 18 December 2020 covering an area of 685 Ha which is valid until 12 October 2047.

The decree of extension the HGU replaces PT BSS HGU certificate which has expired on December 31, 2022, namely HGU certificate No. 1 dated January 3, 1995, covering an area of 8,222.54 Ha. The area of the renewed HGU decreased by 152.44 Ha compared to the old HGU certificate, so that in the ASA-.2.1 assessment the scope of PT BSS RSPO certification changed to an area of **12,828.22 Ha** (where previously it was 12,980.66 Ha).

4.4.2

The company can show evidence of documented land acquisition that has been carried out in the HGU area of PT Bersama Sejahtera Sakti, for example:

- During the period from 1995 to 1997, there were 5 stages of payment for Sejakah Village in the Gunung Kemas Estate area, an area of 1,201.98 ha (181 people with 181 parcels of land).
- During the period from 1995 to 2002, there were 5 stages of payment for Sejakah, Bekambit and Langkang Lama Villages in the Gunung Aru Estate Area, total area 423.99 ha (37 people with 37 plots of land).

Based on a sample of land compensation documentation, it is known that land acquisition has been carried out according to FPIC. These documents were prepared in the Indonesian language and were also involved and witnessed by community representatives such as the village head and sub-district head. Based on this evidence, it can be concluded that the unit of certification has carried out the obligation to acquire land within the HGU area from the rights and interests of other parties.

The auditor has taken a sample of the total names of previous land owners indicated by the unit of certification, however, all of the samples could not be contacted due to several reasons, such as someone who had died and his whereabouts were no longer known by the village authorities. Then, based on the results of interviews with representatives of the village community around the company, namely the Head of Sejakah Village and the Head of Bekambit Village, it is known that previously the compensation process was carried out directly to the land owner and until now there have been no problems related to the land compensation process. It was

also informed that there are no customary rights in or near the PT BSS concession area.

4.4.3

The company can show a map showing legal rights in the form of a HGU boundary map with a scale of 1:50,000; 1:40,000 and 1:10,000 contained in the HGU certificate issued by the Land Office that developed through participatory mapping. Based on public consultation with village representatives from Sejah Village and Bekambit Village, it is recognized that they know the legal boundaries owned by PT Bersama Sejahtera Sakti.

Field observations to several HGU boundary markers in Gunung Aru Estate (Stakes No. 20, 21, 22 and 23); Gunung Kemasan Estate (Stakes No. 03, 04 and 18), Laut Timur Estate (Stakes No. 13, 14 and 15) and Pantai Timur Estate (Stakes No. 07, 08, 09 and 10), show that the stakes sampled during the audit were available in the field and in well-maintained conditions. Verification using GPS indicates that the pole coordinate is in accordance with the provisions of the land title. Land boundaries with outsiders are clear, such as a large boundary road and trench that borders the HGU area. There is no indication of land use outside the HGU.

4.4.4

As explained in 4.4.2, it is known that the negotiation process for land release has been carried out in a fair, open, and transparent manner and is based on the agreement of both parties without any coercion from either party. The community represents itself in the process. All relevant information regarding land acquisition is available in appropriate forms and languages.

4.4.5

As explained in 4.4.2, it is known that the negotiation process for land release has been carried out in a fair, open, and transparent manner and is based on the agreement of both parties without any coercion from either party. The community represents itself in the process.

4.4.6

Based on the results of interviews with stakeholders (Sejah Village and Bekambit Village), it was informed that the company has had a positive impact to the affected village community such as employee recruitment, economic movement, and CSR assistance. The company regularly holds meetings with community representatives (usually know as *Musrenbang*) and absorbs community aspirations which are applied in company policies such as CSR or other assistance. Communication with the community is no problem, every request for information is always responded to by the company.

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; 4.5.2; 4.5.3, 4.5.4; 4.5.5, 4.5.6; 4.5.7; 4.5.8

There is no new planting activity during this audit. Based on document Identification of HCV and stakeholder consultation, there was not found customary/indigenous rights in operational area. There were the records of the process of collecting information on the preparation of the High Conservation Values Identification Report and the Social Impact Assessment Report. The recording evidence comprising of participants' list and photographs.

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

The company has procedure of Land Acquisition and Compensation, document SOP for Conflict Resolution (054/BSS-SOP) dated 8 May 2015 related to identifying legal, customary or user rights, and for identifying people entitled to compensation. Based on public consultation with village representatives from Sejah Village and Bekambit Village known that they know about the procedure through the socialization given and they agree with the procedure.

4.6.2

The company has procedure of Land Acquisition and Compensation, document SOP for Conflict Resolution (054/BSS-SOP) dated 8

May 2015. The procedure is described how to calculate and distribute fair and gender-equal compensation in all activities related to the compensation process for land over the land right cultivated by the Company, the purpose is to ensure the area of plantation free from others right. Based on public consultation with village representatives from Sejakah Village and Bekambit Village known that they know about the procedure through the socialization given and they agree with the procedure and compensation process was done directed to the land owner and landowners are given the freedom to release their land without coercion.

4.6.3

PT BSS already has cooperation in the development of plasma plantations namely Bersama Sejakah Makmur Cooperative. Based on the data from the farmers in the Cooperative, it is known that there are farmers with gender and women. This indicates that there are equal opportunities for men and women to have land rights in the plasma.

4.6.4

The company can show evidence of documented land acquisition that has been carried out in the HGU area of PT Bersama Sejahtera Sakti, for example:

- During the period from 1995 to 1997, there were 5 stages of payment for Sejakah Village in the Gunung Kemas Estate area, an area of 1,201.98 ha (181 people with 181 parcels of land).
- During the period from 1995 to 2002, there were 5 stages of payment for Sejakah, Bekambit and Langkang Lama Villages in the Gunung Aru Estate Area, total area 423.99 ha (37 people with 37 plots of land).

Based on a sample of land compensation documentation, it is known that land acquisition has been carried out according to FPIC. These documents were prepared in the Indonesian language and were also involved and witnessed by community representatives such as the village head and sub-district head. Based on this evidence, it can be concluded that the unit of certification has carried out the obligation to acquire land within the HGU area from the rights and interests of other parties.

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

The company has a procedure in place to identify people and/or community groups entitled to compensation presented in document SOP for Conflict Resolution (054/BSS-SOP) dated 8 May 2015. The procedure is described how to identify people and/or community groups entitled to compensation. Based on public consultation with village representatives from Sejakah Village and Bekambit Village known that they know about the procedure through the socialization given and they agree with the procedure and compensation process was done directed to the land owner and landowners are given the freedom to release their land without coercion.

4.7.2

The company has procedure of Land Acquisition and Compensation, document SOP for Conflict Resolution (054/BSS-SOP) dated 8 May 2015. The procedure is described how to calculate and distribute fair and gender-equal compensation in all activities related to the compensation process for land over the land right cultivated by the Company, the purpose is to ensure the area of plantation free from others right. Based on public consultation with village representatives from Sejakah Village and Bekambit Village known that they know about the procedure through the socialization given and they agree with the procedure, and they can access the procedure through management representative of the company if they need it.

4.7.3

The company can show recapitulation of previous landowners who have been compensated. Compensation is only made for the area within HGU areas owned by the company. Based on interview with management of PT BSS and related government agencies of Kotabaru District, it known that the certificate holder has no expansion area for new planting area.

Based on public consultation with village representatives from Sejakah Village and Bekambit Village, the communities that have lost access and rights to land also provided opportunities to benefit from plantation development such as benefit in the form of CSR program and plasma plantation.

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; 4.8.2; and 4.8.4

Based on public consultation with related government agencies of Kotabaru District and village representatives (Sejakah Village and Bekambit Village) known that there is no land dispute case for the last 1 years until this assessment conducted in the scope certification area. The presence of occupied land within the plantation area classified as an enclave and there is no negotiated agreement, because the land ownership is not releasing the land to the company. Both parties, company and occupiers are acceding to maintain and not disrupt each other. This condition is communicated in Bahasa and appropriate forms. If necessary to giving additional information, the company will contact the representative of the community through head of villages.

4.8.3

No evidence shows that there is any acquisition process through dispossession or forced abandonment. Based on public consultation with related government agencies of Kotabaru District and village representatives from Sejakah Village and Bekambit Village, known that all land acquisition between local people and company representatives conducted as mutual agreement and the compensation process are done directed to the land owner and not diminish the legal/customary right, landowners are given the freedom to release their land without coercion.

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| 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

The FFB price for the Plasma Cooperative follows the FFB price for oil palm from the FFB Pricing Team at the Plantation and Livestock Service Office of the Kalimantan Selatan Province, for example the Minutes of Meetings of the Team to determine the purchase price of FFB Produced Planters of the Kalimantan Selatan Province for the period January 2023. As an example, for the FFB price with a 13-year-old plant of IDR 2,479.87.62 and a 22-year-old plant of IDR 2,414.70.

Based on the results of interviews with Representatives of the Plasma Cooperative, it is known that the FFB price set by the company is based on the price from the Plantation and Animal Husbandry Service of Kalimantan Selatan Province. When it comes to fixing the price of FFB, the Plasma Cooperative is always involved and invited to a price fixing meeting.

The price for third party FFB, such as from the Berkas Usaha Bersama Cooperative and the Bersama Kita Maju Cooperative, is determined by the company by taking into account the price of CPO and the price of the surrounding MILL.

5.1.2

The FFB price for farmers is determined by the Kalimantan Selatan Provincial Plantation and Livestock Service. In determining the price of FFB, farmers are also involved. The plasma farmers always know the price of FFB because every time there is an update on the price of FFB, the company always provides information to the cooperative leaders to inform all of its members. This is in line with the results of consultations with cooperative management which stated that information regarding the price of FFB was known through information from the company.

5.1.3

As explained in indicator 5.1.2, the FFB price for farmers is determined by the Plantation and Livestock Service Office of Kalimantan Selatan Province. In determining the price of FFB, farmers are also involved. The plasma cooperative always determines the price of FFB. The price agreement has also been explained in the cooperation agreement between the company and the farmers where the FFB price is based on the price set by the Plantation Office. For the determination of the premium value until the appraisal activity is carried out, there has been no determination of the premium value between the company and the farmers.

5.1.4

Based on a review of the list of Maju Bersama Plasma (scheme smallholder) members, there are female members who are registered as plasma members. This proves the representation of women in the part of the farmer group that sells FFB to the company.

Based on the results of interviews with representatives of plasma cooperatives, it is known that the cooperative has understood the

contract/Mou with the company and there is no coercion from the company. So far, the cooperation with the company has been going well and the Cooperative has the authority to make decisions.

5.1.5

Companies can show cooperation agreements with plasma cooperatives and third parties, namely:

- Cooperation Agreement between PT Bersama Sejahtera Sakti and Koperasi Bersama Sejahtera Makmur for the development and management of an oil palm plantation project under the nucleus-plasma partnership pattern with number 001/PK-BSS/X/2008 on October 6, 2008 is valid until the oil palm plantation ceases to exist. produce more / not economically feasible or reach 25 years to 30 years.
- Letter of Sale and Purchase Agreement (SPJB) for Oil Palm Fresh Fruit Bunches number 001/PS-PP/VIII/2019 between PT Bersama Sejahtera Sakti and Bersama Kita Manju Cooperative (BKM) on August 28, 2019 with a validity period of up to the oil palm plantation society is no longer productive.

Based on the results of interviews with representatives of the plasma cooperative and the Berkas Usaha Bersama cooperative, it is known that the cooperation agreement has been mutually agreed upon, in accordance with legal provisions and has a time period.

5.1.6

Companies can show proof of payment for FFB to the Cooperative Plasma Bersama Sejahtera Makmur, for example for the period January 2023. The results of the verification show that the payment for FFB made by the company is in accordance with the price set by the Plantation and Livestock Service Office of Kalimantan Selatan Province and in accordance with the amount of FFB originating from land Plasma.

In addition, companies can also show proof of payment for FFB to the Cooperative Berkas Usaha Bersama (Third Parties), for example for the period January 2023. The results of the verification show that the payment for FFB made by the company is in accordance with the price set by the company and mutually agreed upon.

Based on the results of interviews with representatives of Plasma Bersama Sejahtera Makmur, it is known that the company has paid the FFB according to the price set by the government. There were no complaints regarding payments made by the company.

5.1.7

The company has carried out the results of testing the scales carried out by the Office of Cooperatives, Industry and Trade of the Kotabaru District, namely:

- Certificate of weighbridge test results with Number 510.3/114-MET/DISKOPERINDAG/VI/2022 dated 28 June 2022 for Mettler Toledo scales type IND 570 with serial number C042281511 capacity 50,000 Kg with results Ratified in 2022 based on RI law Number 2 1981 and will be re-calibrated on June 24, 2023.
- Certificate of weighbridge test results with Number 510.3/113-MET/DISKOPERINDAG/VI/2022 dated 28 June 2022 for Mettler Toledo scales type IND 560 with serial number Q01580-6LS capacity 40,000 Kg with results Ratified in 2022 based on RI law Number 2 of 1981 and will be re-calibrated on June 24, 2023.

5.1.8

Based on the results of interviews with cooperatives thanks to joint efforts, it is known that currently the company supports independent smallholders such as receiving FFB from independent smallholders, taking the coordinates of farmers' land. As for agreements related to SKI/ICS, up to now this has not been done.

5.1.9

The Company already has an SOP regarding the complaint mechanism in the Complaint/Consultation Handling Mechanism SOP for All Parties & Communities, which was stipulated on October 7, 2015. The purpose of the SOP is to resolve all internal and external complaints quickly and properly and create security and a prosperous atmosphere within the company and the surrounding community. The SOP describes the objectives, responsibilities, procedures, documentation and exceptions. Complaint settlement period is 2 weeks for each section. Based on a review of the complaint book documents, there were no complaints from the plasma cooperatives and third parties.

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

The company supports the improvement of the livelihood level and participation of smallholders in sustainable palm oil which is explained through the Cooperation Agreement for the development of smallholder plantations in the form of plasma plantations. There is an agreement letter for associated smallholders (plasma) KUD Bersama Sejahtera Makmur (Agreement No. 001/PK-BSS/X/2008 dated 6 October 2008).

5.2.2

Company has shown programs to improve the level of livelihoods, including at least an increase in the ability to increase productivity, quality, and organization management. Besides, company has attached evidence that the certification unit provides training on handling pesticides to scheme smallholders in the following documents:

- Minutes of socialization of support for independent smallholder to participate in certification of RSPO which was participated by 12 participants on 7 July 2021.
- Minutes of Training of Competency and Safety of Spraying, Pesticide Handling, Buffer Zone to 12 participants on 18 Mei 2022.

5.2.3

The legality of FFB production from farmers from the *Bersama Sejahtera Makmur* Cooperative and the farmer's land is not in a forest area. In addition, the cooperative has also entered into the Tie Bound Plan to obtain RSPO certification.

5.2.4

Company has attached evidence that the certification unit provides training on handling pesticides to Scheme Smallholders in the following documents:

- Minutes of socialization of support for independent smallholder to participate in certification of RSPO and comply with applicable regulations which was participated by 12 participants on 3 February 2022.
- Minutes of Training of Competency and Safety of Spraying, Pesticide Handling, Buffer Zone to 8 participants on 23 March 2022.

5.2.5

The company has reported the development of the plasma smallholder program in the Plantation Business Development Report which was reported to the Kotabaru District government.

Status: Comply

PRINCIPLE #6 RESPECT WORKERS' RIGHTS AND CONDITIONS
6.1
Any form of discrimination is prohibited.
6.1.1

The company had a policy concerning the ethical codes in all operational activities and transactions. This policy is stated in the Sime Darby Plantation Group Code of Conduct updated in December 2021. This policy generally explained that the company seeks to prevent discrimination in the workplace, stated specifically as follows:

- The Group provides equal opportunities in work requirements by only providing the equal requirements, and seeking the ability and expertise of workers.
- Respect for diversity, and prevent discrimination against gender, race or ethnicity, disability, sexual orientation, beliefs, and nation, unless if there was a specific regulation stated the recruitment in a certain criterion.

Based on the workers' recruitment document and interviews with the workers, The company had provided equal opportunities in recruitment and operational activities. In addition, in job vacancies that have been published by the company, there were no requirements that discriminated against gender, race or ethnicity, disability, sexual orientation, age, or belief.

Based on the interviews with the gender committee, informed that women workers are given equal rights, wages and opportunities to get promotions with male workers of the same type of work, for example, there were several maintenance workers who were female workers.

6.1.2

The company showed job vacancy announcements and work agreement letters between workers and company which showed that there was no payment requested during the recruitment process. In addition, in job vacancies that have been published by the company, there were no requirements that discriminated against gender, race or ethnicity, disability, sexual orientation, age, or belief.

Based on the interviews with the manpower agency, gender committee, labor unions, and workers (harvesters and mill operators) at GAF, GAE, GKE, PTE, and LTE, it is known that workers have never felt that the company has discriminated against them. It was explained that all activities from recruitment, performance appraisal, and promotion were given equal opportunity regardless of ethnicity, caste, nationality, religion, disability, gender, sexual orientation, gender identity, membership in labor unions, politics, or age. There was no difference in the communication between superiors and workers because of the things mentioned above, so the workers did not feel isolated or discriminated against by the superiors. In addition, it was also conveyed that workers never feel asked to make any payments during the recruitment process.

6.1.3

During recruitment process, the company had set the standard of competence that required based on the offered position. Selection had included evaluation of skills, performance and medical test result. Furthermore, promotion is conducted based on work period, annual evaluation result and availability of position. All workers are treated equally in accordance with company regulation including rights of the worker as well. Records on manpower procedure had been documented, as verified randomly to the several documents, here as follows:

- Job Applications and their completeness up to the Work Agreement between the Company and GKE Spray Employees with the initials "AR" on December 6, 2022.
- Employee Evaluation Results for 2022 GAF Employees with the initials "AK" dated March 1, 2022 with a final grade of B which was then supplemented with a Promotional Letter dated March 2, 2022 for the worker to become a WTP operator with a probationary period of 3 months.

6.1.4

Based on the results of interviews with representatives of the gender committee (All Unit) and female workers, for example during treatment activities at GKE and PTE, it was stated that the company has provided equal opportunities to all workers and there have been no discriminatory acts carried out by the company such as pregnancy tests. This is done only to ensure that workers who handle chemicals are not pregnant so they can be transferred to other jobs that are not related to chemicals.

6.1.5

The company already has a Gender Committee placed in all Estate and Mill units which in its management structure includes male and female gender representatives. Based on the results of interviews with representatives of the gender committee (All units), it was conveyed that the gender committee is a vehicle for protecting gender equality that already has a work program. For example, the 2023 GAE Gender Committee Program made by the Chair of the Gender Committee and approved by Sr. GAE Manager, including religion activities, health pos, health counseling and domestic violence counseling.

6.1.6

Based on the results of interviews with workers, for example in upkeep activities at GKE, it was stated that the company has provided equal wage payments for maintenance activities. In addition, based on the results of interviews with security workers at Mill, it was stated that the wages of security workers are differentiated based on groups classified based on years of service and assessment results. This is in accordance with the results of a study on salary slip documents for December 2022, for example the security worker with the initial "MZ" who joined on August 24, 1999 received a higher base wage than the security worker with the initial "MA" who joined on May 1, 2002.

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| 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

Companies can show documentation of wages provided to employees, for example a PTE Security Salary Slip with the initials "SR" for November 2022 in Indonesian language which contains information including: worker's name, employee identification number, income (wages, premiums, overtime and other benefits) and Deductions (salary in the middle of the month, tax deductions, BPJS deductions and other deductions).

In addition, based on the results of interviews with harvest and maintenance workers (All Estate), it was also conveyed that workers had understood the information contained in the Salary Slip provided by the company and so far there had been no complaints regarding payment of wages or deductions made by the company.

6.2.2

UoC has company regulation period of 2022 to 2024 provided in Bahasa that explains the working conditions and rights / obligations of workers such as recruitment, selection, transfer, promotion, performance appraisal, working hours, remuneration, discipline, deduction, overtime, sick leaves, holiday entitlement, maternity leave and other provisions. These all stated in each worker's work agreement.

In addition, remuneration is generally stated in company regulation, and specifically stated in a decree explain these matters, as follows:

- Decree of the Governor of Kalimantan Selatan No. 188.44/0757/KUM/2021 concerning the minimum wage of Kotabaru District in Kalimantan Selatan period of 2022 is Rp. 3,048,796.89/month.
- Internal Memorandum No. 018/HRM-i5.1/XII/2021 concerning Minimum Wage of permanent worker in PT. BSS in 2022 is Rp. 3,048,796.89/month determined based on Minimum Wage Determination in 2022. For workers with the lowest wages are employees in grade H, and highest wage is in grade 8A.

In addition, the company also shows a work agreement between the company and employees which is available in Indonesian, for example Spraying Worker with the initials "AR" No. 219/GKE-PKWT-DIV-I/XII/2022 dated 6 December 2022. The employment agreement was signed by the parties and explained such as: scope of work, validity period of the agreement, wages and facilities, responsibilities of the parties, rights and obligations of the parties, and others.

6.2.3

Companies can show documentation of legal compliance with regular working hours, deductions, overtime, sick leave, vacation entitlements, maternity leave, reasons for termination, notice period before termination, and other employment conditions. as an example:

Overtime

The results of interviews with security workers, for example at PTE, obtained information that the security team's working time is divided into 3 shifts in 1 day with 8 working hours in each shift. In addition, it was also conveyed that every day they get 1 hour of overtime and on short days which fall on Friday they get 3 hours of overtime. Based on a review of documents, for example PTE Security Salary Slips with the initials "SR" for November 2022, information was obtained including:

- Basic Salary IDR 3,129,017 + Rice Money IDR 150,000
- The security gets 4 times OFF schedule on Fridays and still gets 3 hours of short overtime on every OFF day.
- These personnel also receive a premium of 32 hours of overtime each month with a nominal value that refers to hourly wages.

6.2.4

The company has provided welfare facilities to occupants in the form of housing, water supply, educational facilities, place of worship, school transportation and other facilities in each unit. Based on the field visit in the housing area, it revealed that workers were provided with adequate housing facilities and there was daycare for children. The house is inhabited by 1 family and specifically for workers who are not married then 1 house will be filled by 2 workers.

In addition, the company also provided waste disposal sites for domestic waste management. For health services, the company provides clinics and paramedics. Based on field observations, it's known that the facilities and infrastructure provided for workers are still functioning properly.

In general, the facilities provided by the certification unit are in good condition and sufficient quantities related to the number of workers in each unit. Based on field observation, all housing has well-maintained drainage. The certification unit has also conducted monitoring for the condition of the feasibility of the facilities provided every year, such as housing which repaired if there were damage. Usually if there were any damage, the worker will inform it and it will be handled directly by the company.

6.2.5

The company has provided accessible food sources by providing cooperatives that sell workers' daily needs and small cafeteria in the workers' area for lunch. In addition, there were also workers who open small business stalls to sell daily necessities in each housing.

Based on interviews with workers (harvesters and mill operators), labor unions and gender committees, it's known that workers have no difficulty in getting food sources because the company has provided cooperatives that sell daily necessities at an affordable price. In addition, workers can buy these needs to the markets around the company's area without any difficulties.

6.2.6

In Indonesia there were no living wage standard is established, so the company still implemented the national minimum wages for all workers. In addition to the payment of minimum wages, certification unit has been conducting an assessment of the prevailing wages and in-kind benefits provided to workers in the certification unit aligned with the RSPO Guidance for Implementing a Decent Living Wage.

The company has the determination of assessment prevailing wage and all kinds of benefit for Living Wage simulation in 2022 has been included in the calculation of housing facility cost, water cost, transportation cost, educational cost, and health cost. The results of these calculations are known that the standard of prevailing wage currently given / simulated by the certification unit is above the stipulation of the minimum wage (IDR 3,048,797), as follows:

- GKE: total prevailing wage is IDR 3,850,899 per month
- GAF: total prevailing wage is IDR 3,949,932 per month
- GAE: total prevailing wage is IDR 3,968,857 per month
- LTE: total prevailing wage is IDR 3,877,984 per month

6.2.7

The results of the review of the Labor List document for December 2022, it was found that there was still use of temporary contract workers (*PKWT*) for harvesting activities at GAE and GKE. In this regard, the company can provide justifications and explanations including:

- A total of 6 temporary contract harvest workers (*PKWT*) at GKE out of a total of 61 temporary contract harvest workers (*PKWT*) are no longer working at the company
- There are still TBM-3 and TM-1 areas in GKE totaling 655.53 Ha so the potential for harvesting areas is not maximized
- The company demonstrated a program for hiring all harvest workers at GKE with temporary contract workers (*PKWT*) status to become *SKUs* scheduled for March and April 2023.
- There are no more temporary contract harvest workers (*PKWT*) in GAE on Januari 2023.

In the previous audit assessment, this became an opportunity for improvement and in the current audit, positive progress has been seen in reducing the use of contract harvesting workers (*PKWT*). So based on the explanation above, the company again has an opportunity for improvement by ensuring that the appointment of contract harvesting workers (*PKWT*) Harvest workers to permanent workers continues to show positive progress according to the program that has been set. (OFI)

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| | Status: Comply | |
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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

Unit of certification had a policy concerning the rights of workers to establish labor union. This policy is stated in the Sime Darby Plantation Group Code of Conduct updated in December 2021. This policy explained that Sime Darby Group committed to respect and protect human rights including the rights of workers to freedom of association, collective bargaining, to form and join labor unions of their choice.

Based on the results of interviews with representatives of the management of the Workers' Union (Independent Workers' Union) as well as employees at the Estate and Mill (harvest workers, spray workers, Mill operators), information was obtained that the company had given freedom to workers to be able to join as members of the Labor Union, other than that it was not there is an intervention

made by the company in terms of carrying out the activities of the Labor Union such as determining the composition of the management of the union.

During the audit activity, the auditor team also conducted interviews with the F. Hukatan KSBSI Labor's Union (*Federasi Serikat Buruh Kehutanan, Perkebunan dan Pertanian Serikat Buruh Sejahtera Indonesia*), which stated that the activities of the labor union had long been stopped and this was also confirmed by management representatives companies as well as the Kotabaru Regency Manpower and Transmigration Office so that it can be concluded that the trade unions currently in the company are only the Independent Workers Union.

6.3.2

Based on the interviews with labor union representatives and their members who work in each unit, it's known that the labor union held meetings every month or whenever it's needed. The meetings accommodated in bipartite and internal meetings and there has been no labor issue that was brought to the Manpower Agency. The company can show the minutes of the meeting between the Workers' Union and the company, for example the recording of the meeting of the GKE Workers' Union (Independent Workers' Union) on January 3, 2022 which is known by company management representatives. The discussion of the meeting briefly included the presentation of the minimum wage and the submission of employee aspirations.

6.3.3

Based on the interviews with the Labor Union representatives, there was no interference in the selection or labor union operational activities. All processes of selecting, decisions making and planning activities, members' aspirations to their representatives run democratically. The worker who is currently placed as the Chairman of the Labor Union in each unit is a worker at mill and estate, then there will be no conflict of interest that occurs with the company because there were no workers who have the authority as decision-makers (staff class and above). The company also involved the labor union in drafted company regulation.

The establishment of the union was in accordance with the applicable laws and regulations and has been recorded at the Manpower Agency. Unit of certification was giving freedom for workers to express their aspirations and did not give any intervention related to Labor Union activity. Based on the interview with workers, it's known that there was no mandatory to be the member of labor union. The membership of Labor Union is voluntary.

Status: Comply

6.4

Children are not employed or exploited.

6.4.1; 6.4.2; 6.4.3; 6.4.4

The company showed the human rights policy stated in the Sime Darby Plantation Group Code of Conduct updated in December 2021. This policy explained that the company committed to protecting the children's rights by supporting the children's welfare and protecting children against exploitation, sexual harassment, human trafficking, and children worker.

The company also had a SOP in protecting women and children No. 01/KSS-Sosial-01/2021 dated on 1 January 2021. It stated that the group prohibited to recruit employees under the age of 18 years old and prohibited the workers to bring children along in doing work (moreover to help the workers doing their work). The company also showed that they had socialized the policy to all parties, for example, during consultations with Suppliers and Smallholders, information was obtained that they had an understanding regarding the prohibition of using child labour.

Based on documents verification and field observation, there were no workers under the age of 18 and there was no child around the work area. In addition, the company also includes clauses on child protection and prohibitions on hiring workers under the age of 18 in any agreement. The company also put a warning board which disallowance the children existence in the work area.

Status: Comply

6.5

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

6.5.1; 6.5.2

The company showed the policy concerning on sexual harassment, violence, abuse, and reproductive rights stated in the Sime Darby Plantation Group Code of Conduct updated in December 2021. This policy explained that the company committed to provide a conducive work place by prevention any forms of violence and harassment. In terms of that, this sexual harassment policy encourages the workers to report of all sexual harassment experienced by any individual, despite gender or age.

The company also showed the record of the company's socialization using audio and visual for all workers and external stakeholders. This audio-visual record explained the mechanism of all grievances including violence and sexual harassment. However, illiterate people can submit their complaints through the village head or another representative from the stakeholder (gender committee and labor union). In addition, the company has also provided policies that can be obtained by the public through the website <https://www.simedarby.com/>.

Based on the documents review and interviews with workers (harvesters, maintenance workers, and mill operators), disallowance of sexual harassment and violence had been routinely socialized by the management, the socialization held by showing the audio-visual related to the mechanism in reporting any forms of sexual harassment and violence to all workers twice a month.

Based on the interviews with the gender committee, daycare officer and field observation at daycare, obtained that information the company has provided a special place for breastfeeding and has given 15 minutes for breastfeeding woman.

6.5.3

Based on the interviews with gender committee representatives and field observation, it is known that the company has provided a certain place for breastfeeding at daycare with special time to breastfeed. There was no prohibition from supervisors in the field related to this matter and specifically workers in the field who do not bring a vehicle will be delivered / picked up by the foreman at these times.

The company has specifically provided the need for new mother or breastfeeding workers to breastfeed by setting a special time for breastfeeding at work, the availability of a special room for breastfeeding and other supporting facilities. The company also showed the result of new mother's needs identification which was conducted on 20 March 2021 attended by new mother on behalf of RM (initial), and paramedics. This document informed the needs of new mother during the give birth and after give birth as follows: ambulance, paramedics' guidance, daycare, breastfeeding room, and work area nearest its daycare. In addition, the company also shows the Health Program for Pregnant Women and Childbirth in 2022 which was prepared by the Area Doctor on December 27, 2022 based on the identification results that have been carried out.

6.5.4

The company showed the procedure to accommodate complaints and grievances from employees specifically in sexual harassment and violence showed in audio-visual socialization to all workers and stakeholders. In the procedure described that if requested, the company guarantees the confidentiality of the reporting identity and the disclosure of disgrace or incident (whistleblower).

Based on the interviews with workers it's known that the workers already have sufficient understanding of the grievance mechanism. Related complaints of sexual harassment can be submitted to the gender committee.

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| Status: Comply |
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6.6

No forms of forced or trafficked labour are used.

6.1.1

The company had a policy concerning the ethical codes in all operational activities and transactions. This policy is stated in the Sime Darby Plantation Group Code of Conduct updated in December 2021. This policy generally explained that the company respect and protect human rights by eliminating of forced, slavery and trafficking of labor and any exploitation forms. The company also showed the SOP of recruitment (No. 035/SOP-BSS/10) validated on 1 April 2010 which stated that workers do not take any recruitment fees at any stage of the recruitment process, and no retention of passports/identity documents.

Based on the interviews with manpower agency, gender committee, labor union, and workers at Mill and Estates, it's known that workers have never felt discriminated and forced to work by the company. There were no significant obstacles related to employment or violations of company regulations. There were no pressure/forced in doing overtime work, workers who had overtime at the company can refuse if ordered to do overtime activities because overtime is not the worker's obligation.

6.1.2

The company still have workers with contract status (*PKWT*) for few works such as manual upkeep and harvesting. All the rights for each employment status have been distinguished for workers with contract status (*PKWT*) and the permanent status (*PKWTT*). There

was no discrimination between contract workers and permanent workers. The rights and obligations of workers have been explained in the work agreement between the company and the workers and the Company Regulations.

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 shows the recording of the OHS Committee validation documents by the Head of the Kalimantan Selatan Province Manpower and Transmigration Service, including:

- GAF Document number: 566/113/Was-NKT/2022, ratified in March 2022, with an organizational structure consisting of a Chairman, deputy chairman, secretary, OHS Auditor, Coordinator and members of the OHS section for Steam Aircraft and Pressure Vessels, Coordinator and member of the Mechanical and Electrical OHS section, Coordinator and member of the OHS section of Education and Training and Documentation, Coordinator and member of the OHS section of Fire Prevention and Management, Coordinator and member of the OHS section Enforcement of Legislation OHS, Coordinator and member of the OHS section on Occupational Health and Safety environment. The Secretary of OHS Committee on behalf of Widya Kusuma Putra has been equipped with a *SKP* General OHS Expert, Card number: No.Reg. 22805/POHS/AJ/31/2022/P2 with a validity period of up to February 7, 2025.
- GKE Document number: 566/129/Was-NKT/2021, ratified in June 2021, with an organizational structure consisting of a Chair, Secretary, Coordinator and members of the Fire section, Coordinator and members of the Safety and Work Discipline section, Coordinator and members of the Construction section, Mechanical & Electrical, Coordinator and member of Health and Work Environment section. The Secretary of OHS Committee on behalf of Widya Kusuma Putra has been equipped with a General *SKP* General OHS Expert, Card number: No.Reg. 22805/POHS/AJ/31/2022/P2 with a validity period of up to February 7, 2025.
- GAE Document No. 566/100/Was-NKT/2022, ratified in May 2022, with an organizational structure consisting of a Protector/Advisor, Chairman, Secretary, Members. The approval of OHS Committee is a renewal of the previous OHS Committee structure where the previous chairman on behalf of Untung Joko Nugroho no longer worked at PT BSS and instead the chairman of first aid is now held by Dwi Edi Catur S. Card No: Reg No. 22805/POHS/AJ/31/2022/P2 with a validity period of up to February 7, 2025.
- LTE & PTE Document No. 566131/Was-NKT/2022, ratified in August 2022, with an organizational structure consisting of a Chair, deputy chairman, secretary, Coordinator and members of the transportation, mechanical & electrical division, Coordinator and members of the emergency response division, Coordinator and members of the Health & First Aid division, Coordinators and members of the environmental OHS training division, Coordinators and members of the budgeting division. The approval of OHS Committee is a renewal of the previous OHS Committee structure where the previous chairman on behalf of Supratnoto no longer worked at PT BSS and instead the chairman of first aid is now held by Heru Setiono. The Secretary of OHS Committee on behalf of Widya Kusuma Putra has been equipped with a General *SKP* General OHS Expert, Card number: No.Reg. 22805/POHS/AJ/31/2022/P2 with a validity period of up to February 7, 2025.

OHS Committee meetings have been held routinely every month with a discussion of OHS issues and their follow-up, for example the OHS Committee meeting on 3 December 2022 with discussions including all staff & supervisors ensuring that they always monitor members' use of PPE while working.

Based on the results of interviews with related agencies, the company's OHS Committee structure has been approved by the relevant agencies in accordance with statutory regulations.

Based on the explanation above, it is known that an OHS organization has been formed with an adequate number of personnel in accordance with the laws and regulations.

6.7.2

The company shows emergency response procedures contained in several documents including:

- SOP for accident reporting referring to PSQM memorandum No. 008/PSQM-UM/IX/2013 issued on 6 May 2015. The document describes introduction, general information, stages of accident handling (reporting, initial investigation, investigation, reporting after investigation).
- SOP for emergency response No 033/BSS-SOP/10 dated 1 April 2010 has been ratified by the Head of SOU and the Plantation/Mill Unit Manager, explaining steps for handling emergency situations such as handling accidents & illnesses, handling land fires, earthquakes, floods and volcanic eruption.

- SOP No. Policy: 711/TQEMS-OHS Committee/07 concerning Occupational Health and Safety which was ratified by the Manager (Mohamad Pirabaharan) on 23 November 2007. The SOP regulates administration and management; occupational safety and health committee (OHS Committee); Hazard Identification Risk Assessment (HIRAC); accident report, investigation and follow-up; communication and communication media; personal protective equipment; and safe work system.

The company also shows the organizational structure of the Forest and Land Fire Management Task Force in the Emergency Preparedness & Response Action Plan document which was ratified on January 1, 2021 which is briefly explained as follows: Emergency Response General Coordinator, Emergency Response Field Coordinator, Public Information Coordinator, Fire & Rescue Team, Security/Security Team, Medical/First Aid Team, Leak Response/Spill Response Team, Maintenance Team.

The company has conducted first aid training at PT BSS on January 14, 2023, which was attended by 42 employees. The company has also conducted an inspection of the first aid kit in December 2022, including:

- GAF in December 2022, consisting of 7 type A first aid kits in good condition, used for 106 workers.
- LTE in February 2023, consisting of 12 type A first aid kits in good condition, used for 367 workers.

Based on data on the number of first aid, it is known that this is in accordance with the regulatory standards of Permenakertrans No 15 2008, namely a minimum of 4 type A first aid kits for every 100 workers.

Based on observations in the Mill and office areas, it is known that the company has evacuation routes and assembly points in case of an emergency.

Based on interviews with the OHS committee secretary and document review, it is known that the company has reported work accidents and is reviewed periodically in the OHS committee's quarterly reports to the Manpower and Transmigration Agency.

6.7.3

The company shows the PPE procedure documents contained in the SOP document for the use of PPE No. 023/BSS-SOP/10 regarding the use of personal protective equipment at work, issued on April 1, 2010 and approved by the Head of SOU, Manager of GAE, LTE, PTE, GAF. The document regulates, among other things:

- The type of PPE used for each activity/work. The type of PPE used is in accordance with the identification of potential risks and hazards in the work unit, for example helmets, goggles, face shields, gloves, shoes, masks, earplugs, etc.
- System for giving and replacing PPE. All workers working at PT. BSS must use the recommended PPE according to the potential hazards in the work environment. The company provides free PPE according to the identification of potential hazards and risks in each unit.

The company shows recordings of socializing the use of PPE, one of which was in LTE on 3 November 2022 to 61 workers.

The company has also provided adequate Personal Protective Equipment (PPE) according to its designation for each worker by showing several document records such as:

- Minutes of Handover of PPE for each unit, for example:
 - Division 2 GKE: Distribution on 29 October 2022, in the form of 106 pairs of boots, Distribution on 7 October 2022, in the form of 11 helmets
 - Division 1 GKE: Distribution on October 29, 2022, in the form of 98 pairs of boots
 - PTE: Distribution on April 14, 2022, in the form of 37 boots.
 - MILL Gunung Aru: Distribution on 15 May 2022, in the form of 8 pcs ear muffs, distribution on 23 May 2022, in the form of 161 pairs of safety shoes.
- Documents on the results of PPE stock taking for January 2023 which is carried out every week to find out the availability of spare PPE in warehouses, such as safety helmets (190 units), shoes (202 pairs), aprons (44 units), masks (59 pcs), gloves (157 pairs), and others.
- Making innovations related to the fulfillment of PPE, namely:
 - Creating a safety gate that aims to monitor the use of PPE employees before leaving for work in the field.
 - Making the PPE alert estate application that can be used by the foreman level and above, aiming to fulfill PPE and replace PPE which can be requested in real time to management, so as to speed up the process of fulfilling PPE.
 - Making the PPE One Alert System application, which aims to provide information to the Head of Section/Manager via email

if the PPE stock in the Warehouse is less than 15% of the needs that have been made.

The results of interviews with several workers and field observations of work activities both at the plantation and at the mill indicated that the workers had used the appropriate PPE and received the PPE free of charge from the company.

Based on field observations at the GKE rinse house, it is known that the company already has sanitation facilities equipped with rinse rooms, showers, storage areas for control equipment and PPE, as well as drainage channels for washing waste water to public facilities drainage.

Based on this objective evidence, the company has provided adequate Personal Protective Equipment (PPE) according to its designation for each worker, and all workers have been trained to use the appropriate PPE.

6.7.4

The company provided health services such as clinics and paramedics. Based on field observations, it was known that the facilities and infrastructure provided for workers are still functioning properly. Based on the documents review and interviews with workers (harvesters, pesticide applicators, mill operators), explained that all workers (contract workers and permanent workers) were registered in the BPJS program. The company shows proof of payment and a list of BPJS participants, for example December 2022 for LTE, GAF and GAE units as follows:

| Unit | Number of Worker | BPJS Program | Number of Insured |
|------|------------------|------------------------|-------------------|
| LTE | 367 | BPJS Employment (SKU) | 311 |
| | | BPJS Employment (PKWT) | 60 |
| | | BPJS Health | 363 |
| GAF | 106 | BPJS Employment | 105 |
| | | BPJS Health | 106 |
| GAE | 400 | BPJS Employment (SKU) | 267 |
| | | BPJS Employment (PKWT) | 134 |
| | | BPJS Health | 457 |

Based on the interviews with workers (harvesters, pesticide applicators, nursery workers, and mill operators) and labor's union, they informed that they had the acknowledgement of their involvement in BPJS program and they also held the BPJS card. Based on the document review and the interview with the company management representatives, it's known that there were no fatal or major accident on the period of 2022.

6.7.5

The company shows LTA recording documents for the period January – December 2022. The documents explain the number of cases, number of lost days, number of hours worked, FR and SR of each unit. The results of the calculation recap are as follows:

| Unit | Work Hours | Case | LTI | FR | SR |
|------|------------|------|-----|----|----|
| GAE | 702.542 | 4 | - | 6 | - |
| GKE | 690.651 | 4 | - | 6 | - |
| LTE | 753.718 | 1 | - | 1 | - |
| PTE | 718.942 | - | - | - | - |
| GAF | 188.628 | - | - | - | - |

Based on review of the document, the accident incident has been reported to the local Manpower and Transmigration Agency and also to the Social Health Insurance Administration Body (BPJS). Workers who experience work accidents are entitled to medical expenses from the Social Health Insurance Administration Body (BPJS).

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 | <p>The company shows the SOP for human rights control activities which are contained in:</p> <ul style="list-style-type: none"> SOP No 10/EST-ARM/08 section 16.2.1 regarding the use of beneficial plants to control leaf pests through cultivation control. SOP No 110/EST-ARM/08 section 16.3.1 regarding directions for the use of barn owls to control rat pests in oil palm plantations. <p>The company already has records of the implementation of integrated pest monitoring and control by showing evidence such as:</p> <ul style="list-style-type: none"> The census of animal pests conducted in January 2023 at GKE found that there were attacks by Psychidae pests below the economic threshold (5 caterpillars/ fronds), namely 1.8 caterpillars/ fronds and at GAE it was known that there were attacks by the pest Setora nitens below the economic threshold (5 caterpillars/ fronds) namely 1.5 caterpillars/ fronds. Planting beneficial plants, such as Turnera subulate, cassia cobanensis, and Antigonon leptosus at GAE, GKE, LTE and PTE. The company shows the Plan and Realization document for planting beneficial plants until December 2022, for example at GAE it has planted 941.53 Mtr of cassia cobanensis, 3,745 Mtr of antigonon leptopus. GKE has planted 12,455 meters of Turnera subulata, 106,340 meters of Cassia Cobanensis and 11,126 meters of Antigonon leptosus. Based on field observations, the company has planted Antigonon leptosus and Turnera subulata, such as in block C07 Division 1 LTE, block C22 & C27 Division 2 LTE, block B27 & B28 Division 2 GKE, block B35 Division 3 GKE. Development of owls as natural predators of rats. The results of a study on owl cages condition reports for December 2022 found that there were 92 owl cages in GKE with 12 active cages out of a total of 92 owl cages and 46 owl cages in GAE with 5 active cages out of a total of 46 cages. Based on field observations, the company has installed owl cages, including in blocks B24, B21 and B25 Division 2 GKE, blocks B38, B39 and B40 Division 3 GKE. Construction of close ended conservation trenches to prevent the development of Oryctes pests. Based on field observations, it is known that the company has made close ended conservation trenches, including in blocks C34 & C28 LTE Division 3, C27 LTE Division 2. <p>Based on the results of the field visit, it was concluded that the company had observed and controlled pests according to the documents indicated, such as planting Antigonon leptosus and Turnera subulate and developing owls by building owl cages in several places.</p> |
| 7.1.2 | <p>The company shows an invasive list in accordance with Minister of Environment and Forestry Regulation 54 of 2016. From the results of the document list it shows that the species used by PT BSS for Integrated Pest Control are not included in the invasive species. The types of plants used include: Antigonon leptopus, Euphorbia heterophylla, Turnera subulate, Cassia cobanensis, and Tyto Alba</p> |
| 7.1.3 | <p>The company has shown its commitment to eco-friendly plantation management. Based on field observations at block C07 Division 1 LTE, block C22 & C27 Division 2 LTE, block B27 & B28 Division 2 GKE, block B35 Division 3 GKE it is known that there are Antigonon leptosus and Turnera subulata, Based on document review, as well as interviews with workers and external stakeholders, it is known that the company does not use fire for pest control.</p> <p>Based on this evidence, it can be concluded that the company does not use fire for pest control, but uses biological pest control.</p> |
| | Status: Comply |
| 7.2 | Pesticides are used in ways that do not endanger health of workers, families, communities or the environment. |
| 7.2.1 | <p>The company has SOP Block Spraying No. 3/SOP-BSS/BSS-GKE/10 dated 01 April 2010 regarding spraying activities. The stages</p> |

of the spraying activity include having a healthy body, prohibiting children and pregnant women from spraying work, using PPE, determining areas that can be sprayed and which cannot be sprayed, methods of spraying activities and storage of work tools.

In addition, the company also has Inter Office Mail No. MRC/VP I – Sr. Mgr UPD/0452/XII/2015 dated 01 December 2015 regarding Recommendations on pests, diseases and weeds which explains, among others:

- How to control pests, diseases and weeds without causing damage and economic loss
- Method of application such as active ingredients, dosage and dilution along with action steps
- Weed control target types and locations
- Herbicide used, annual rotation, description and method of control.

The company has shown a list of 2022 pesticide types, target species and justification for use. The documents include the following:

| Types of Pesticide | Active Ingredients | No. Registration | Objective |
|--------------------|--------------------------|------------------|---|
| Capture | Cypermethrin 50 g/l | RI 1010120031874 | Oryctes control |
| Supremo | Glyphosate | RI 1030120021712 | Mikania micrantha grass class |
| Prima Up | Glyphosate | RI 1030120031779 | Ottolochloa nodosa Paspalum conjugatum |
| Lifline | Amonium glufosinat | RI 1030120175849 | Broadleaf weeds Ageratum conyzoides, Clidemia hirta, Synedrella nodiflora |
| Decis | Deltamethrin | RI 101011979387 | Setothosea asigna control |
| Metaprima | Metil metsulfuron 20,05% | RI 1030120031897 | Broadleaf weeds Ageratum conyzoides, Clidemia hirta, Synedrella nodiflora |
| Triester | Triclopyr 480 g/l | RI 1030120083087 | Weed stenochlaena palustris, dicranopteris linearis |

Based on the results of field observations at GAE, GKE, LTE and PTE, in general, the condition of the plants grew well, the weed conditions were under control, the activity of spraying pesticides with selective weeding, there were beneficial plants growing along the main road, and there was owl cultivation in each estate.

7.2.2

The company shows records of pesticide use at PT BSS in 2022. The following shows examples of pesticide use in 2022 on LTE:

| Pesticides | Active ingredients | Uom | QTY | Area used (Ha) | LD 50 (mg/Kg) |
|---------------|----------------------------|-----|-------|----------------|---------------|
| Prima Up | Isoprofil Amina Glyphosate | Lt | 5,208 | 1,025 | 5,000 |
| Meta Prima | Metil Metsulfuron 20% | Kg | 229 | 668 | 2,000 |
| Kencepat | Asefat 75% | Kg | 8.00 | 40 | 1,000 |
| Capture 50 EC | Sipermethrin 20% | Lt | 2,000 | 4,959 | 2,000 |
| Basta | Amonium Glufosinate | Lt | 914 | 1,025 | 1,700 |
| Triester | Tryclopip | Lt | 699 | 1,049 | 4,500 |

Based on observations at GAE, GKE, LTE and PTE, it is known that workers understand the principle of selective weed control and Buffer zone areas such as river banks around 2 trees along the river banks, pesticide spraying should not be applied.

7.2.3

The company has an environmental protection policy compiled by the environmental protection policy committee of Minamas Plantation policy number KPL/04/2003 which was ratified by Tan Sri Dato' Abdul Khalid Ibrahim as Group Chief Executive Officer, where great attention is paid to Integrated Pest Management, which includes pest monitoring routinely, carry out actions to use and protect plants that are useful for increasing predators and parasite activities, protecting and using natural enemies, as well as policies

on the use of chemicals. In the use of pesticides, the efficiency and safety of use refers to the requirements in the guidelines for pesticide regulations (high toxicity) from the pesticide commission. Priority is given to reducing or eliminating contamination of pesticide spray workers and risks to non-target organisms and the environment.

The company shows records of pesticide use in 2021 and 2022 at LTE PT BSS which shows a decrease in pesticide use, with details:

| Active ingredients | Uom | 2021 | 2022 |
|--------------------------|-----|-------|-------|
| Glufosinate | L | 1,591 | 914 |
| Isopropil amina glifosat | L | 6,276 | 5,208 |
| Carbosilfan | Kg | 301 | 256 |
| Sipermetrin | L | 2,340 | 2,000 |

The company has also planted beneficial plants, such as *Turnera subulata* and *Antigonon leptosus*. The company shows the plan and realization documents for planting beneficial plants in 2022 which are carried out every month, monitoring of active gupon as an owl cage and the results of the animal pest census for January 2023 which stated that there were no rat attacks and *UPDKS* above the threshold. This is evidence that the use of biological agents has reduced the use of insecticide-type pesticides to a certain extent.

7.2.4

The company shows the Division's work documents and the Pest control activity plan document which consists of detection and census of rat pests. Leaf-eating caterpillars. Termites and biological control, such as planting beneficial plants and developing owl populations. The company monitors the effectiveness of biological pest control such as developing beneficial plants for oil palm leaf-eating caterpillars and developing owls for rats. The use of insecticides is carried out if the level of pest attack is above the threshold (> 5% caterpillars/midrib). The company shows the recorded documents from the results of the pest census in September 2022, such as: census of animal pests conducted in January 2023 at GKE found that there were attacks by *Psychidae* pests below the economic threshold (5 caterpillars/ midrib), namely 1.8 caterpillars/ midrib and at GAE it was known that there were attacks by the pest *Setora nitens* below the economic threshold (5 caterpillars/ midrib) namely 1.5 caterpillars/ midrib.

7.2.5

The company has demonstrated a policy to minimize and eliminate the use of paraquat pesticides as stated in Memorandum No: POD-UM-0110/X2008 dated October 16, 2008 regarding the recommendation to replace the application of the active ingredient Paraquat-Gramoxone in the Minamas Plantation environment. The memo stated, among other things, "following the need for a safer herbicide, ammonium glufosinate is recommended as a substitute for paraquat".

In addition, the company has also demonstrated a policy of reducing the use of class IA and IB pesticides with No. 01/BSS-Pest/VIII/2017 dated August 22, 2017 which contains, among other things, obliging all business units at PT BSS to always evaluate and control the use of class IA and IB pesticides seriously and sustainably, so that in the end the Pulau Laut area can be zero. use of class IA and IB pesticides.

7.2.6

The company shows the Internal Office Mail document No: MRC/VP I –Sr.Mgr UPD /0452 / XII/ 2015 dated December 1, 2015 issued by the Minamas Research Center regarding recommendations for pest, disease and weed control which explains how to control pests, diseases and weeds without causing damage and economic loss. In addition, for pest and disease control, it is explained about the types of pests and diseases, methods of control, active ingredients used, application methods (active ingredients, dosage, dilution procedures) and work steps. As for weed control which explains the age of the plant, the target of control, the herbicide used, the percentage of active ingredients, rotation, information and control procedures

The company also shows records of training on the use of pesticides for spraying pests/weeds which are carried out simultaneously, including:

- GKE, March 23 2022 attended by 11 employees related to pesticides.
- GAE, LTE & PTE, July 7 2022 which was attended by 8 employees related to pesticides.

Based on observations and interviews with spray workers at GAE, GKE, LTE and PTE, information was obtained that the spray team had participated in pesticide handling training, understood the correct spray application method, spraying work targets, environmental

aspects or spray area boundaries and understood OHS aspects. Based on observations at the agrochemical warehouse, it is known that all pesticides have been equipped with OHS and MSDS warnings that workers can understand.

7.2.7

The company has environmental protection policies, including those related to the use of pesticides, their storage and management. The environmental protection policy was prepared by the Minamas Plantation Environmental Protection Policy Committee No. KPL/04/2003. The results of contamination of the environment can harm animals and humans.

Based on observations in pesticide warehouses, it is known that pesticides are stored in a safe place, away from food, drugs, clothing or animal food. Pesticides are stored separately, locked and with special marks. Pesticides are checked regularly to avoid packaging damage and the use of pesticides is recorded in the warehouse.

Based on field observations at the GKE rinse house it is known that the company already has sanitation facilities equipped with rinse rooms, showers, drainage channels, storage areas for work tools and PPE, milk drinking rooms, and no pesticides were found stored in the building.

Based on field observations in the chemical/pesticide storage warehouse, it is known that the chemical storage area has been equipped with a closed and labeled container and has OHS warnings and hazard symbols, and there is an MSDS for each chemical, the fertilizer storage area is equipped with ventilation and lined with pallets

Based on this explanation, it was concluded that the company had stored chemicals in accordance with applicable regulations.

7.2.8

Based on field observations at the Chemical Warehouse, as well as interviews with operators at each Plantation and Factory, it is known that containers of used pesticides will be stored in temporary shelters for Hazardous and Toxic waste which are built taking into account OHS and environmental aspects. The water used for rinsing will be reused as mixing water for chemical activities.

Based on the results of a field visit to the employee housing area, it was found that there were no traces of pesticide packaging that was reused, for example as a water reservoir or flower pot.

7.2.9

Based on the results of a review of pesticide application documents and interviews with management, spray workers and the village heads, it was found that during ASA 2.1 the company did not apply airborne spraying.

7.2.10

The company has carried out a special medical checkup which is carried out once a year on December 12, 2022 by PT Mitra Healthy Mandiri for manuring and spray workers with cholinesterase, blood, kidney, urine and spirometry check items, with details: LTE, 57 workers with normal results, PTE of 34 workers with normal results, GAE of 34 workers with normal results, and GKE of 63 workers with normal results.

7.2.11

Based on documents review, it informed that all pesticide application workers in GAE, GKE, PTE, and LTE were in reasonable age limit for work (no underage workers) and no pregnant workers. UoC had well-monitored the women workers through monthly pregnancy test. If founded pregnant, they will transferred to non-agrochemical works (away from chemical contacts). UoC also guaranteed that there were no workers in chemical that had certain disease condition such as asthma through medical checkup.

Based on interviews and direct observations at GAE, GKE, LTE and PTE it is known that the spray workers who are working are not pregnant or breastfeeding or workers with other medical limitations. This has also been regulated in the SOP Block Spraying System (Pests and Diseases) where spraying employees must be healthy, not have skin disorders or open wounds or respiratory diseases. In addition, there is a policy for children, pregnant or lactating women, and those who are unwell are not allowed to work in spraying pesticides.

Status: Comply

7.3
Waste is reduced, recycled, reused and disposed of in ways that are environmentally and socially responsible manner.
7.3.1

The company shows identification of waste sources for the 2021/2022 period with details: ex sacks of fertilizer, inner plastic of fertilizer sack, used oil from generator, used neon/lights, wastewater, EFB, Shell, fiber, domestic waste, paper and others.

Sources of emissions include:

- CO₂ Gas: Transportation of FFB, CPO Shipping, Operation of heavy equipment, operation of generator & electric pumps, management of WTP, boilers, laboratory activities, waste ponds and Mill processes.
- Gas NO₂ & SO₂: Activities in the laboratory.
- Gas CH₄: Fertilizing activities and WWTP ponds.

Hazardous and Toxic waste

Hazardous Waste generated by Estates and Factories will be stored in the Temporary Storage Site of Hazardous Waste owned, then transported by a licensed third party which will then be handed over to a licensed hazardous waste manager. The company has obtained a Temporary Storage Permit for Hazardous Waste in accordance with the Decree of the Kotabaru Regent Number 503/0485/PSLB3-P-DPMPTSP/2020 dated 26 June 2020 concerning Permit for Temporary Storage of hazardous waste from PT BSS. This permit is valid for a period of 5 years from the date of stipulation.

In terms of transporting hazardous waste, the Company has a Cooperation Agreement with a third party to handle hazardous waste, namely PT Sinar Bintang Albar. The agreement between PT BSS and PT Sinar Bintang Albar for the transportation of hazardous waste with Number 068/BSS-SBA/PLB3/Jun-2022 made on 14 June 2022 is valid until 13 June 2023.

The company has shown proof of delivery to licensed transporters and collectors, namely PT Sinar Bintang Albar by transport using vehicle No. DA 8097CK. On October 8, 2022, the submission of hazardous and toxic waste (LB3) from the following units was carried out:

- 0.1028 tons of used waste with Manifest KLHK-1674552690
- 1.44 tonnes of used oil with KLHK manifest-1674551710
- Used battery of 0.33 tons with KLHK manifest-1674552290
- 0.0224 tonnes of used filters with KLHK manifest-1674552468
- 0.371 tons of hazardous waste packaging with the KLHK manifest-1674554128
- Used lamps of 0.0025 tons with the KLHK manifest-1674553167
- 0.102 tons of medical waste with the KLHK manifest-1674552576

Note: Manifest includes Hazardous waste from Mill and plantations because the company has one Festronik account.

Solid waste

The solid waste produced by the company is shell, fiber and EFB. The management plan is carried out by reusing solid waste such as shells and fiber to be reused as boiler fuel. Meanwhile, solid waste such as EFB is reused by applying it to plantation areas. This is evidenced by the results of field visits during the audit activities that the company had used shells and fiber for boiler fuel, while EFB was reused for plantation land.

POME

POME produced from the factory is reused for Land Applications. Before being distributed to Land Applications, POME is first managed at the WWTP with the aim that the quality of POME that is distributed to Land Applications is in accordance with the provisions. This is evidenced by the results of field visits at the WWTP, it is known that before being distributed to Land Applications, POME goes to the WWTP, besides that there is no indication of environmental pollution by the company.

Domestic Waste

Domestic waste generated from housing and offices will be disposed of in Landfills. This is evidenced by the results of field visits to

landfills that the domestic waste generated will be placed in landfills. In addition, the location of landfills is far from residential areas and water sources.

The auditor team has also verified the corrective actions taken by the company on the previous NCR assessment. Based on the auditor's verification, the company has managed hazardous waste and non-hazardous waste according to the SOP they have.

7.3.2

Based on interviews with company management, Manager Estate and Head of Hazardous and Toxic Waste Warehouse POM and Estate, it is known that they have understood the handling of waste disposal, especially hazardous and toxic waste and non-hazardous and toxic waste in accordance with the procedures owned by the management unit. Based on the results of field visits to residential areas, it is known that there is no use of hazardous and toxic waste as water reservoirs. In addition, domestic waste management is in accordance with company procedures.

7.3.3

All settlements waste are not disposed off using open fire. Field observation in Gunung Aru Estate, Gunung Kemasan Estate, Pulau Laut Estate, and Laut Timur Estate shows that company has managed settlements/housing domestic waste by provide landfill on each division. Observations also found these landfill are located far away (> 1 km) from housing and situated on flood free areas.

| |
|-----------------------|
| 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

The company showed the recorded document SOP Reference Manual for Palm Oil Agronomy Cultivation No. Policy; 110/EST-ARM/13 was released based on the memorandum of Head Plantation Upstream Indonesia on September 1 2013, there are guidelines for managing soil fertility, including:

- Manuring. This procedure is explained in Chapter 8 regarding fertilization procedures in immature areas, application of empty stubs in immature areas, application of empty stubs, and application of liquid waste.
- Establishment of leguminous cover crops. The procedures in Chapter 17 explain about planting cover crops. In addition, the company also has an SOP Block Manuring System with Document No. 2/SOP-BMS/BSS-GKE/10 dated March 1 2010 which has been approved by the Chair of the SOU, containing among others:
 - The effectiveness and efficiency of fertilization is determined by 6 factors, namely the type of fertilizer, application dose, fertilizer storage, application time, method of application and place of application
 - Fertilizer dosage is the result of leaf analysis and production analysis made by the research department.
 - Fertilizer application security procedures, prohibition of fertilization in riparian areas, fertilizer application methods in the field, administrative methods and monitoring of fertilizer use, preparation of fertilization applications, work organization, methods of retailers and sowers and methods of fertilizer distribution

The implementation and monitoring of SOPs can be seen from the monitoring of fertilization work by each division, while the monitoring of fertilization performance results is carried out by the agronomy quality control section.

The company has implemented practices to optimize production results in accordance with established procedures, including:

- Sampling of soil and leaves periodically to ensure the elements needed by plants can produce optimally. The results of the analysis of the tested soil and leaves will be the basis for determining the dose of fertilization in each Estate.
- Fertilization activities that prioritize the principles of being on time, right on target, right dose and right application. In addition, for marginal soils, additional fertilization is given in the form of the application of 4,894,182 Kg of empty bunches on December 2022 at PT BSS.
- POME application to increase soil fertility. For example, the application of POME at PT BSS for the period January – December 2022 is 152,214 M3.
- Maintenance of cover crops to reduce evaporation (maintain soil moisture). For example planting legumes (*Mucuna racteate*) and maintenance of soft ferns (*Nephrolepis bisserata*).
- The company's commitment to no longer use herbicides with the active ingredient paraquat.
- Monitoring of the implementation of SOPs, among others, is carried out through an internal audit mechanism that is carried out

by Group Compliance Assurance Departement every year.

7.4.2

The company has a procedure for LSU leaf sampling and leaf analysis with No. Ext. Serv Kal 1-01/01 which was made in November 2005 which regulates the preparation for determining the sampling unit, determining the sampling pattern for each LSU, preparing tools and materials for sampling purposes, arranging the sampling organization and training for the sampling team.

In addition, the company has a procedure for leaf analysis (SOP Leaf Sampling Unit No. PM 0901 dated April 01, 2010 which aims that the results of leaf analysis are a key factor in determining the recommended dose. In addition, the accuracy and accuracy of the results of leaf analysis depends on how the sampling is carried out. true leaf in the field.

The company has showed the procedures for taking the soil survey as stated in Procedure No. Ext Serv. Kal. II-01/01 which contains, among others, the mechanism for preparing the survey, gathering information about the survey area, making a base map and making a preliminary map. The Company has also demonstrated the detailed soil survey procedures listed in Procedure No. Ext. serv. Kal II-02/01 which contains, among others, the mechanism for taking soil samples

In the guidelines for sustainable plantation management No 724/TQEM-SPMS/09 dated 27 August 2010 it is stated that soil checks are carried out a maximum of every five (5) years to determine the nutrients contained in the soil.

The company routinely monitors changes in nutrient status every year based on the soil sampling unit (SSU) and leaf sampling unit (LSU) conducted by the Minamas Research Centre Laboratory Services and aims to determine fertilizer recommendations for the next year. As for the implementation of taking soil samples and leaf samples, consisting of:

- Soil analysis report at PT BSS is carried out every five years, sampling is carried out simultaneously with a boring system. Boring points are determined randomly in each Soil Map Unit, still referring to the results of previous surveys. The parameters analyzed: Horizon, Texture (Clay, Dust, Sand), pH, C-Organic, P, Ca, Mg, K, CEC, Base Saturation. The latest Soil Analysis results report was issued in June 2022 by Minamas Research Center Laboratory Services and is valid for the period 2023 – 2028.
- Leaf analysis report at GKE is conducted annually, namely on 12 May 2022 with 51 samples, GAE is conducted on 10 January 2022 with 104 samples and in LTE is conducted on 3 June 2022 with 25 samples, leaf analysis is carried out by Minamas Research Center Laboratory Service, with check items for the content of elements N, P, K, Mg, Ca, and B.

7.4.3

The company shows records of the use of empty bunch, and POME in 2021 and 2022 as a recycling strategy by the company for fertilizer, including:

| Applications | 2021 | 2022 |
|---------------------|-------------|-------------|
| Empty Bunch (Kg) | 43,428,962 | 54,490,967 |
| POME (M3) | 130,784 | 152,214 |

Based on field observations on the Land Application and the application of empty bunches, it is known that the company has applied POME and empty bunches in accordance with the provisions and the workers have also been equipped with the appropriate PPE.

7.4.4

The company shows the record of the report on recommendations and realization of fertilization for the period January - December 2022 according to the dosage. As an example in the Report on Recommendations and Realization of Fertilization for the period January - December 2022 at PT BSS (GAE, GKE, LTE and PTE) as follows:

| Fertilizer | Recommendation (Ton) | Actual (Ton) | Achievement (%) |
|-------------------|---------------------------------|---------------------|------------------------|
| Dolomite | 1,555,834 | 1,555,834 | 100.00 |
| Zincopper | 5,054 | 5,375 | 106.34 |
| NH4CL | 465,919 | 465,920 | 100.00 |
| NPK | 8,340,159 | 8,403,675 | 100.76 |
| HGFB | 145,199 | 145,209 | 100.01 |

| | | | |
|-----------|---------|---------|--------|
| Kieserite | 780,033 | 780,036 | 100.00 |
|-----------|---------|---------|--------|

From the results of document verification of the realization of PT BSS fertilization, it was concluded that the realization of fertilization was in accordance with the recommendations and the fertilization plan for 2022 had been completed by the company as a whole based on the fertilizer recommendations.

Status: Comply

7.5

Practices minimize and control erosion and degradation of soils.

7.5.1

The company shows the document records of topographical maps and soil types contained in the results of semi-detailed land surveys and land suitability for oil palm plantations for the period 2017 – 2022, namely:

- Based on the document review, it is known that the survey site has a flat topography (level), undulating, wavy (rolling), hilly, somewhat steep (somewhat steep), with slopes between 0 – 60%. While in general the topography at the survey site is rolling. The elevation in the survey area ranges from 1 to 447 meters above sea level (3 to 1.467 feet). Land slope class at PT. Together with Sejahtera Sakti is presented in the following table:

| Topography | | Description | Area (Ha) | | | | | % |
|--------------|---------|----------------|-----------------|-----------------|-----------------|----------------|-----------------|---------------|
| % | ° | | GAE | GKE | LTE | PTE | Total | |
| 0 – 4 | 0 – 2 | Level | 364,35 | 941,55 | 328,31 | 131,07 | 1,765,28 | 14.10 |
| 4 – 12 | 2 – 6 | Undulating | 822,66 | 137,37 | 74,03 | 1,595.58 | 2,629.64 | 21.01 |
| 12 – 24 | 6 – 12 | Rolling | 1,443.97 | 2,359.59 | 2,157.43 | 1,217.43 | 7,178.30 | 57.35 |
| 24 – 38 | 12 – 20 | Hilly | 292.41 | - | 391.06 | 117.17 | 800.64 | 6.40 |
| 38 – 50 | 20 – 25 | Somewhat steep | 62.49 | - | 32.93 | - | 95.42 | 0.76 |
| 50 - 60 | 25 – 30 | Steep | 5.22 | - | 10.23 | 32.36 | 47.81 | 0.38 |
| >60 | >30 | Very Steep | - | - | - | - | - | - |
| TOTAL | | | 2,991.10 | 3,438.51 | 2,993.99 | 3,09399 | 12,17.09 | 100.00 |

- Based on the document review, it is known that there are no peat soil types either in GAE, GKE, LTE or in PTE. The following is a description of the soil type map contained in the report, including:
 - GAE Soil Type Map scale 1 : 40,000 with soil types: Oxyaquic Dystrudept (363.64 Ha), Vertic Dystrudept (260.67 Ha), Plinthic Eutrudox (260.67 Ha), Lithic Hapludult (200.88 Ha), Typic Plinthudult (1,935.62 Ha).
 - GKE Soil Type Map scale 1 : 40,000 with soil types: Oxyaquic Dystrudept (737.56 Ha), Vertic Dystrudept (277.38 Ha), Typic Plinthudult (2,423.57 Ha)
 - LTE Soil Type Map scale 1: 50,000 with soil types: Humic Psammentic Dystrudept (89.98 Ha), Oxyaquic Dystrudept (328.30 Ha), Typic Hapludult (209.85 Ha), Typic Plinthudult (2,365.86 Ha),
 - PTE Soil Type Map scale 1: 50,000 with soil types: Oxyaquic Dystrudept (131.07 Ha), Lithic Hapludult (4.16 Ha), Typic Hapludult (294.32 Ha), Typic Plinthudult (2,663.94 Ha).

Based on the description above, it shows that the company has a map record that identifies the type of soil including the steep slope land class.

7.5.2

Based on the results of a semi-detailed soil survey and land suitability for oil palm plantations for the period 2017 – 2022, the survey location has a flat topography, undulating, rolling, hilly, somewhat steep, with a slope between 0-60%. Meanwhile, in general the topography at the survey site is rolling. The elevation in the survey area ranges from 1 to 447 meters above sea level (3 to 1,467 feet). Slope class at PT. Bersama Sejahtera Sakti is presented in the following table :

| Slope | | Description | AREA (Ha) | | | | | % |
|---------|---------|-------------|-----------|----------|----------|----------|----------|-------|
| % | ° | | GAE | GKE | LTE | PTE | Total | |
| 0 – 4 | 0 – 2 | Level | 364.35 | 941.55 | 328.31 | 131.07 | 1,765.28 | 14.10 |
| 4 – 12 | 2 – 6 | Undulating | 822.66 | 137.37 | 74.03 | 1,595.58 | 2,629.64 | 21.01 |
| 12 – 24 | 6 – 12 | Rolling | 1,443.97 | 2,359.59 | 2,157.43 | 1,217.43 | 7,178.30 | 57.35 |
| 24 – 38 | 12 – 20 | Hilly | 292.41 | - | 391.06 | 117.17 | 800.64 | 6.40 |
| 38 – 50 | 20 – 25 | Somewhat | 62.49 | - | 32.93 | - | 95.42 | 0.76 |

| | | | | | | | | |
|--------------|---------|------------|-----------------|-----------------|-----------------|-----------------|------------------|---------------|
| | | steep | | | | | | |
| 50 - 60 | 25 - 30 | Steep | 5.22 | - | 10.23 | 32.36 | 47.81 | 0.38 |
| >60 | >30 | Very Steep | - | - | - | - | - | - |
| TOTAL | | | 2,991.10 | 3,438.51 | 2,993.99 | 3,093.99 | 12,517.09 | 100.00 |

Based on the slope table of PT. BSS above can be seen that there are areas with a slope above 25 covering an area of 47.81 of them in GAE covering an area of 5.22 Ha, LTE 10.23 Ha and PTE covering an area of 32.36 Ha. However, until now the company has not carried out replanting in areas with a slope above 25. In addition, there is a Work Agreement between PT. BSS with PT. Central Pratama Property made on Friday December 31, 2021 with Document Number 015/Replanting/BSS-LTE-PTE/XII/2021 related to replanting work, which in Appendix 2 explains the specifications for replanting work in areas with slopes of more than 40% (25) should not be planted and left to maintain biodiversity but access roads between planted and unplanted land must be constructed and maintained. This is confirmed by the results of field observations in blocks HH 39 and HH 40 Division III Estate PTE on land slopes above 25 no replanting is carried out

7.5.3

Based on interviews with estate managers of GAE, GKE, LTE, and PTE that PT. BSS has no new plantings after 2010 and is now in the replanting stage

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

Based on the results of a semi-detailed soil survey and land suitability for oil palm plantations for the period 2017 – 2022, the survey location has a flat topography, undulating, rolling, hilly, somewhat steep, with a slope between 0-60%. Meanwhile, in general the topography at the survey site is rolling. The elevation in the survey area ranges from 1 to 447 meters above sea level (3 to 1,467 feet)

Based on the data of slope and soil type at PT. BSS concluded that the Company has evidence of long-term land suitability for oil palm cultivation including in areas with steep slopes.

Based on the document review, it is known that there are no peat soil types either in GAE, GKE, LTE or in PTE. The following is a description of the soil type map contained in the report, including:

- GAE Soil Type Map scale 1 : 40,000 with soil types: Oxyaquic Dystrudept (363.64 Ha), Vertic Dystrudept (260.67 Ha), Plinthic Eutrudox (260.67 Ha), Lithic Hapludult (200.88 Ha), Typic Plinthudult (1,935.62 Ha).
- GKE Soil Type Map scale 1 : 40,000 with soil types: Oxyaquic Dystrudept (737.56 Ha), Vertic Dystrudept (277.38 Ha), Typic Plinthudult (2,423.57 Ha)
- LTE Soil Type Map scale 1: 50,000 with soil types: Humic Psammentic Dystrudept (89.98 Ha), Oxyaquic Dystrudept (328.30 Ha), Typic Hapludult (209.85 Ha), Typic Plinthudult (2,365.86 Ha),
- PTE Soil Type Map scale 1: 50,000 with soil types: Oxyaquic Dystrudept (131.07 Ha), Lithic Hapludult (4.16 Ha), Typic Hapludult (294.32 Ha), Typic Plinthudult (2,663.94 Ha).

Based on slope data and soil types in PT. BSS concluded that the Company has evidence of long-term land suitability for oil palm cultivation, including areas with steep slopes.

7.6.2

Based on the results of a semi-detailed soil survey and land suitability for oil palm plantations for the period 2017 – 2022, the survey location has a flat topography, undulating, rolling, hilly, somewhat steep, with a slope between 0-60%. Meanwhile, in general the topography at the survey site is rolling. The elevation in the survey area ranges from 1 to 447 meters above sea level (3 to 1,467 feet)

Based on the data of slope and soil type at PT. BSS concluded that the Company has evidence of long-term land suitability for oil palm cultivation including in areas with steep slopes.

Based on the document review, it is known that there are no peat soil types either in GAE, GKE, LTE or in PTE. The following is a description of the soil type map contained in the report, including:

- GAE Soil Type Map scale 1 : 40,000 with soil types: Oxyaquic Dystrudept (363.64 Ha), Vertic Dystrudept (260.67 Ha), Plinthic Eutrudox (260.67 Ha), Lithic Hapludult (200.88 Ha), Typic Plinthudult (1,935.62 Ha).
- GKE Soil Type Map scale 1 : 40,000 with soil types: Oxyaquic Dystrudept (737.56 Ha), Vertic Dystrudept (277.38 Ha), Typic Plinthudult (2,423.57 Ha)
- LTE Soil Type Map scale 1: 50,000 with soil types: Humic Psammentic Dystrudept (89.98 Ha), Oxyaquic Dystrudept (328.30 Ha), Typic Hapludult (209.85 Ha), Typic Plinthudult (2,365.86 Ha),
- PTE Soil Type Map scale 1: 50,000 with soil types: Oxyaquic Dystrudept (131.07 Ha), Lithic Hapludult (4.16 Ha), Typic Hapludult (294.32 Ha), Typic Plinthudult (2,663.94 Ha).

Based on the document review and field observations, it is known that the company has made terraces and trenches as a form of soil conservation in areas planted with oil palm in undulating areas and lowlands, namely:

- Trench map, consisting of:
 - PTE scale 1:50,000, with details of the length of the trenches: 4x4 trenches with a length of 31,586 M, 2x2 trenches with a length of 101,574 M and 1x1 trenches with a length of 90,993 M.
 - GAE scale 1:50,000, with details of the length of the trench: 4x4 trench length 24,340 M, 2x2 trench length 29,775 M and 1x1 trench length 5,161 M.
- Based on field observations, it is known that the company has made terraces for replanting areas in undulating and hilly areas, such as in LTE block C22 Division 2, block C07 Division 1. GKE blocks B02 & 05 Division 1.

7.6.3

The company shows records and maps of land management that are in accordance with the topographical conditions, including those listed in the following documents:

Map of land arrangement, which among others is listed in the PT BSS Plantation Area Map document scale 1:150,000 which among other things explains the year of planting, block boundaries, HGU boundaries, Estate boundaries, nursery locations, infrastructure, conservation areas, housing, factories, villages, rivers, and ditches. The map has fulfilled the topographical principles.

Based on field observations such as employees' housing and MILL, it is known that the actual location of the building is in accordance with the operational map shown.

Semi-detailed land survey results document and land suitability for oil palm plantations for the period 2017 – 2022 used by the company in developing oil palm plantations that are now underway, such as the construction of road infrastructure, bridges, fire towers, terrace ditches and others. The document explains that the survey location has a flat topography (level), undulating, wavy (rolling), hilly, somewhat steep (somewhat steep), with a slope of between 0 – 60%. While in general the topography at the survey location is wavy (rolling). The elevation in the survey area ranges from 1 to 447 meters above sea level (3 to 1.467 feet).

Based on interviews with management representatives, document review, and field observations, it is known that the company has records and maps of land clearing and arrangement according to topography and requirements in environmental permits or AMDAL/RKL-RPL.

| |
|-----------------------|
| 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; 7.7.2; 7.7.3; 7.7.4; 7.7.5; 7.7.6; 7.7.7

Based on the document review, it is known that there are no **peat soil types** either in GAE, GKE, LTE or in PTE. The following is a description of the soil type map contained in the report, including:

- GAE Soil Type Map scale 1 : 40,000 with soil types: Oxyaquic Dystrudept (363.64 Ha), Vertic Dystrudept (260.67 Ha), Plinthic Eutrudox (260.67 Ha), Lithic Hapludult (200.88 Ha), Typic Plinthudult (1,935.62 Ha).
- GKE Soil Type Map scale 1 : 40,000 with soil types: Oxyaquic Dystrudept (737.56 Ha), Vertic Dystrudept (277.38 Ha), Typic Plinthudult (2,423.57 Ha)
- LTE Soil Type Map scale 1: 50,000 with soil types: Humic Psammentic Dystrudept (89.98 Ha), Oxyaquic Dystrudept (328.30 Ha), Typic Hapludult (209.85 Ha), Typic Plinthudult (2,365.86 Ha),
- PTE Soil Type Map scale 1: 50,000 with soil types: Oxyaquic Dystrudept (131.07 Ha), Lithic Hapludult (4.16 Ha), Typic Hapludult (294.32 Ha), Typic Plinthudult (2,663.94 Ha).

Status: Comply
7.8
Practices maintain the quality and availability of surface and ground water
7.8.1

The company has implemented a water management plan consisting of:

- Do not apply chemicals in river border areas
- Not disposing of liquid waste into rivers but reusing it on plantation land. Before being used, liquid waste is first managed at the WWTP so that its quality meets the standards set by the government.
- Utilizing water for factory processing in accordance with the standards set by the company.
- Conduct river water quality testing.

Based on field observations the Sejakah River area Block V12 Division 3 Gunung Kemas Estate, it can be seen that the company has managed the water source by installing signs with signboards as HCV areas and marking on palm trees as spray boundary signs.

Surface water quality test results

The company already has a surface water quality monitoring program that is carried out every semester by a KAN-accredited laboratory (LP-242-IDN) on August 12, 2022. The monitoring locations are at 4 sample points for the scope of the company's entire operational area, namely the Bekambit River, Betung River, Simpang Kiri River, Simpang Kanan River. Currently the company is conducting surface water testing using quality standards that refer to PP No. 22 of 2021 class II.

Based on the results of testing the quality of surface water and clean water, it is known that all test parameters are in accordance with the quality standards stipulated in PP No. 22 of 2021 (surface water) and Permenkes 32 of 2017. In addition, as a form of preventive action in environmental management and monitoring to prevent and reduce the concentration of parameters that do not comply with quality standards, the company has ensured best practices in waste management by how to ensure that no waste spills over to the environmental agency directly, ensuring that domestic liquid waste is managed by providing septic tanks and several management activities in accordance with the company's management plan.

The results of observations and interviews with workers note that the company has also provided access to clean water to workers by providing hygienic water for drinking and water for daily needs.

7.8.2

Wet streams in company areas are protected by the company. This is evidenced by the results of field observations in the Sejakah River area Blok CC22/23 Laut Timur Estate, it is known that the riverbank is protected by the company. Some of the activities carried out by the company are installing signs as limits for chemical application and planting teak, mahogany, etc. In addition, there are no traces of chemical application on the riverbank.

7.8.3

Companies can show documents on the results of measuring the quality of liquid waste applied to land, namely documents on the results of testing liquid waste for the period August-December 2022 and the RKL-RPL Report for semester 1 of 2022. The test is carried out by a KAN-accredited laboratory (LP-790-IDN) with using quality standards that refer to Kepmen LH No. 28 of 2003. Based on the results of the analysis of the test documents, it shows that all the parameters tested are in accordance with the applicable quality standards. As an example, the results of the liquid waste quality test in the August 2022 period were BOD 3,529.9 mg/L (BM: ≤5,000 mg/L), pH 8 (6-9 BM), and COD 7,413 mg/L (7,413 mg/L (BM: -). Whereas for the December 2022 period the BOD was 269 mg/L (BM: ≤5,000 mg/L), the pH was 7.3 (BM: 6-9), and the COD was 218 (BM: -).

Based on the results of a field visit to the land application Block N6 Division I Gunung Aru Estate, the company has used liquid waste in a location that is in accordance with the permit it has and there is no contamination due to the management of liquid waste in the company.

7.8.4

The company already has a water resources exploitation permit based on the SK document of the Head of the Investment and One-Stop Service Office of Kalimantan Selatan Province No. 503/18/SIPA/DS-DPMPTSP/VI/2020 which was issued on June 24 2020 and is valid for 3 years. The permit does not explain the permitted water quota.

Companies can show records of water use for the January-December 2022 period with details of:

- Processed FFB of 260,531.55 tons
- Use of water for the process of 109,408 M3.
- Water used per ton of FFB: 0,42
- Water use budget of 300,653 M3.

Based on the verification of water use, it is known that the company's use of water is still below the budget set by the company.

The company has also paid water tax for the December 2022 period to the Kalimantan Selatan Regional Revenue Agency UPTD Kota Baru on January 27 2023. The payment has been in accordance with the invoice from the Kalimantan Selatan Regional Revenue Agency.

Status: Comply

7.9

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

7.9.1

The plan to increase efficiency in the use of fossil fuels and to optimize the use of renewable energy by companies is to use shells and fiber as boiler fuel which is used to generate turbines to generate electricity. The use of energy generated from the turbine is monitored every day.

The company has energy efficiency documents for the period January-December 2022 for the use of fossil fuels or the use of renewable fuels. The calculation of efficiency using fossil fuels for the January-December 2022 period is concluded as follows: FFB Processed as much as 260,631.55 Tons using renewable fuels such as shells of 11,723.92 Tons and Fiber of 44,160.09 Tons. The turbine produced from the use of Shell and Fiber is 5,115,750 Kwh or 19.63 Kwh/Ton FFB, while the generator used is 237,400 Kwh. The efficiency of renewable energy used by the company is 95%.

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 minimize GHG emissions.

7.10.1

The company also has conducted GHG emission calculations period 2022 (January-December) use of Calculator Palm GHG version 4.0. Accurate data has been put into the RSPO PalmGHG Calculator (Palm GHG version 4.0) and has been verified. Summary of net GHG emissions from PalmGHG calculator of the audit report which calculation option is applied "Apply full Version".

Summary of Net GHG Emissions

| Emission per product | tCO2e/tProduct |
|----------------------|----------------|
| CPO | 1.31 |
| PK | 1.31 |

| Production | t/yr |
|---------------|---------|
| FFB processed | 260,636 |
| CPO produced | 55566 |
| PK produced | 10976 |

| Extraction | % |
|------------|-------|
| OER | 21.32 |
| KER | 4.21 |

| Land use | Ha |
|-------------------------|----------|
| Planted area on mineral | 12077.29 |
| Planted on peat | 0 |
| Total area planted | 12077.29 |

| | |
|----------------------------------|--------|
| Conservation Area (Forested) | 313.45 |
| Conservation Area (Non-Forested) | 0 |
| FFB Production per hectare | 21.58 |

Summary of field emission and Sinks

| Description | Own crop | | Group | | 3 rd Party | Total |
|------------------------------------|-----------|----------------|-------|----------------|------------|-----------|
| Emissions Sources | tCO2e | tCO2e/ tFFB | tCO2e | tCO2e/ tFFB | tCO2e | |
| Land conversion | 106189.67 | 0.47 | 0.00 | 0.00 | 0.00 | 106189.67 |
| CO2 emissions from fertilizer | 10915.26 | 0.05 | 0.00 | 0.00 | 0.00 | 10915.26 |
| NO2 emissions from peat | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| NO2 from Fertilizer | 12003.37 | 0.05 | 0.00 | 0.00 | 0.00 | 12003.37 |
| Fuel consumption | 3805.11 | 0.02 | 0.00 | 0.00 | 0.00 | 3805.11 |
| Peat oxidation | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| Sinks | | | 0.00 | 0.00 | | |
| Crop sequestration | -98390.68 | -0.44 | 0.00 | 0.00 | 0.00 | -98390.68 |
| Sequestration in Conservation area | -2874.34 | -0.01 | 0.00 | 0.00 | 0.00 | -2874.34 |
| Total | 31648.39 | 0.14 | 0.00 | 0.00 | 4391.02 | 36039.42 |

Summary Oil Mill Emissions and Credits

| Remarks | tCO2e | tCO2e/t FFB |
|----------------------------|----------|-------------|
| Emissions sources | | |
| POME | 51089.07 | 0.20 |
| Fuel consumption | 266.86 | 0.00 |
| Grid electricity | 0.00 | 0.00 |
| Credits | | |
| Export of grid electricity | 0.00 | 0.00 |
| Sales of MILL | 0.00 | 0.00 |
| Sales of EFB | 0.00 | 0.00 |
| Total | 51355.93 | 0.20 |

Palm Oil Mill Effluent (POME) Treatment

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

POME Divert to Anaerobic Digestion

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

The auditor team has verified the GHG palm that has been carried out by the company. Based on the verification results, it is known that the GHG palm input data is in accordance with the actual conditions. This is evidenced by the results of verification of the amount of FFB production from the Gunung Kemas Estate, Gunung Aru Estate, Laut Timur Estate, Pantai Timur Estate, planted area of the Gunung Kemas Estate, Gunung Aru Estate, Laut Timur Estate, Pantai Timur Estate and the distribution of planting years, as well as the area of HCV.

The company already has a plan to reduce GHG emissions such as:

- Monitor air quality and emissions from boilers and generators
- Manage liquid waste in WWTP before being used in plantations

- Perform regular machine maintenance.
- Optimizing the use of fertilizer according to recommendations
- Use of fibers and shells in MILL to reduce diesel.

7.10.2

Based on document verification, it is known that the company did not develop new land and there was no new land development after 2014. The year of planting above 2014 was replanting.

7.10.3

Based on document review and interviews with company representatives, it is known that there are no new developments. The company has identified pollution sources at POM and Estate, the document informs sources (stations/activities), sources of pollution and emissions, impacts (humans, work equipment, environment) and impact control. For example, from the boiler it produces boiler ash, steam and chemical pollution, from the engine room it produces pollution in the form of noise.

Efforts to reduce pollutants carried out by companies include:

- Monitor air quality and emissions from boilers and generators
- Manage liquid waste in WWTP before being used in plantations
- Perform regular machine maintenance.
- Optimizing the use of fertilizer according to recommendations
- Use of fibers and shells in MILL to reduce diesel.

The company has conducted emission tests from boilers and generators, as well as ambient air quality which will be carried out in semester 1 of 2022 by a KAN-accredited laboratory (LP-1026-IDN). Based on the results of the document review, it is known that the results of the tests carried out are in accordance with the provisions stipulated by the Government.

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| Status: Comply |
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7.11

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

7.11.1

The company has a Land Preparation SOP which contains technical guidelines for clearing land without fires for plantation development as a guide for non-burning land, so that in land clearing activities shall be guided by the contents of the decision letter of the Directorate General of Estate Crops. KB 110/SK/DJ BUN/05.95 dated May 30, 1995. Besides, the company has a Fire Prevention and Handling Manual with No. M-077 / HPUI / VIII / 2014 from Head Plantation Upstream Indonesia dated 07 August 2017 which contained that the company implemented Zero Burning Policy in all Minamas plantation activities. Based on the results of field observations during the audit activities it was found that there was no indication of land burning by the company.

7.11.2

In determining actions to prevent and control land fires, the company carries out several activities, namely:

- Fire emergency response simulation training for employees, for example on April 20 2022 which was attended by the Estate and Factory Fire Task Force.
- The company has an emergency response team to handle fire emergencies. The company has an emergency response team for each estate and factory.
- Have emergency response facilities and infrastructure for prevention and control of land fires.
- Conduct socialization of land fires to the surrounding community, for example, which was carried out on April 20 2022 which was attended by 8 participants from Sejakah and Bekambit Villages.
- Monitoring land fires through daily fire patrols. As an example, the results of fire monitoring for the January 2023 period note that there were no hotspots in the company's area.

The auditor team has also carried out fire control simulations on the fire task force team at Gunung Kemasan Estate, Gunung Aru Estate, Laut Timur Estate, Pantai Timur Estate and tested the company's fire control facilities and infrastructure. The simulation results show that the Company's fire task force team can carry out the simulation properly and that firefighting equipment can be used at any time.

7.11.3

The company has also involved stakeholders in adjoining locations for fire prevention and control by conducting socialization on land fire control to the community and employees, for example on April 20 2022 which was attended by 8 participants. The results of interviews with representatives of the Sejahkah and Bekambit Village communities revealed that the company had socialized fire control to the community. Apart from that, in the company area there is also a signboard prohibiting land burning activities and the danger of land fires.

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| Status: Comply |
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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

The company has prepared a Land Use Change Analysis (LUCA) for PT Bersama Sejahtera Sakti and has submitted it to the RSPO. Companies can show an email from RSPO (indrawan.suryadi@rspo.org) on 6 October 2022. The email explains that The LUCA status is Pass, with Final Conservation Liability 0 ha, and Environmental Remediation Area 0 ha. The LUCA document explains that the LUCA study is for the Pantai Timur Estate, Laut Timur Estate, and the Gunung Kemasan Estate. Meanwhile, Gunung Aru Estate was not included for review as it does not have raw liability.

7.12.2

The company already has identification documents for High Conservation Value Areas (KBKT) which are included in the 2010 High Conservation Value Identification Report documents. The study was conducted by CV Pollito with field data collection dates in November 2010. Based on the identification results, the HCV area was 571,12 Ha consisting of rivers, hills and tombs. Based on the verification of the HCV documents and when compared with maps of the distribution of water bodies, river maps and topographical maps, it shows that all areas that have the potential to become protected areas have entered into High Conservation Value Areas (HCV) and have been determined by the company. Based on the results of the document review, it is known that on 1 April 2021 the company has re-measured the statement area including the HCV areas in the company's area. from the results of repeated measurements, it was found that the HCV area of 313.45 ha was the current HCV area.

Based on document verification, it is known that the company did not develop new land after 15 November 2018, so the company does not have to carry out an HCS assessment.

7.12.3

Based on procedural note in INANI-RSPO P&C of 2018, Indicator 7.12.3. is not relevant to Indonesia, until further decisions by the RSPO.

7.12.4

The company already has an HCV management and monitoring plan for 2022-2023 which is the result of an evaluation and review in the previous period which was conducted on December 1, 2022. The HCV program will be evaluated every year. The plan contains management plans, monitoring, timelines and the person in charge of implementation. The HCV management matrix explains that the management plan consists of:

- Maintenance of HCV signboards
- Maintenance of palm tree boundary markings
- Treatment of plants without chemicals
- Socialization of HCV and protected areas
- Monitoring of animals and plants
- Planting timber trees in HCV areas
- Monitoring the safety of HCV areas

The integrated management plan has been developed in consultation with relevant stakeholders and includes both directly managed areas and broader and relevant landscape level considerations. This is evidenced by the company's HCV management plan which was developed by involving stakeholders such as the surrounding village community and employees. Management activities planned by the company also cover areas that are managed directly and take into account the wider landscape such as maintaining the existence of rivers that are outside the company's HGU, anticipating land fires in the company area and in the area around the

company, increasing employee and community knowledge by conducting outreach HCV.

The company can show several implementations plans for the 2022 HCV management and monitoring, for example:

- Monitoring of HCV areas will be carried out every month for the period of 2022. Based on the monitoring results, it is known that there has been no disturbance in HCV areas such as destruction of boundary markers, pollution, encroachment, and hunting activities.
- Monitoring of animals and plants will be carried out during 2022. Based on the results of the monitoring, it is known that there are 17 species of plants and 31 species of animals such as *Monyet ekor panjang*, *Biawak*, *Ular Python*, *Burung cerocok*, *Burung Raja Udang*, etc.
- Sungkai Tree routine maintenance on November 26, 2022.
- Monitoring of the HCV Signboard which was carried out on 25 November 2022.
- Socialization to the community in the Sejakah Village area which was carried out on April 11, 2021 and was attended by 11 participants.
- Outreach to workers in the Gunung Aru Estate area which was carried out on January 4 2022 and was attended by 10 participants.

7.12.5

The company has a November 2010 HCV identification document with the scope of the plantation area carried out by a team that has competence in the fields of ecology (flora and fauna), social and mapping. Based on the identification of HCV in 2010, the rights of local communities (HCV 5) were not identified. The identified HCV attributes include: HCV1.1, HCV1.4, HCV2.3 and HCV 4.1.

7.12.6

The company has a program to educate the workforce about RTE species status. The program is also included in the Company's HCV management plan. The program includes activities to increase knowledge and skills (for all staff and plantation employees, especially special officers in charge of managing HCV/HCV and monitoring important species, especially endangered species.

The company routinely conducts outreach to the community and workers in the company regarding the existence of endangered plants and animals, which is carried out simultaneously with the socialization of HCV areas, for example:

- Socialization to the community in the Sinceah Village area which was carried out on April 11, 2021 and was attended by 11 participants.
- Outreach to workers in the Gunung Aru Estate area which was carried out on January 4 2022 and was attended by 10 participants.

Based on the results of interviews with the Head of Bekambit Village and Sejakah Village and employees Harvest also stated that they already know about the conservation and protection of HCV areas and the prohibition against hunting, logging and burning forests. Respondents added that apart from direct socialization, the company also installed warning boards or signboards marking HCV areas and prohibitions on environmental destruction which were forms of indirect socialization. Based on this explanation, it can be concluded that the company already has a plan and evidence of the implementation of socialization and is known by the surrounding community.

7.12.7

The company can show the evaluation record for 2022. The results of the evaluation of monitoring the status of HCV and RTE species in 2022 which were carried out on December 01, 2022, are:

- In general, HCV conditions have been well managed, namely with no chemical application and HCV socialization has been carried out to employees and the community.
- The conditions for the existence of animals and plants are in good condition and the company will continue to manage them by adding forest plants, maintaining boundary markers and socializing animals and plants to stakeholders.
- The existence of protected fauna is still in good condition and is not disturbed. The company will continue to manage the HCV area by adding & caring for forest plants in the riparian area which functions as a source of animal feed & installing signboards calling for preserving nature & prohibiting hunting

Based on the results of the evaluation conducted, it is known that the implementation of HCV area management is going quite well. The follow-up of the evaluation results is used as input for the management and monitoring of HCV areas in the next period. The results of interviews with the company's PIC, the results of the evaluation carried out will be used as input for the implementation of monitoring for HCV and RTE species for the next period.

The company already has an HCV management plan in the form of monitoring HCV signboards which will continue to be carried out in 2023. Field observations in the Sejakah river area block CC 22/23 Laut Timur Estate show that there is no HCV/river border signboard and the area is adjacent to community land. The results of interviews with representatives of the company's HCV/River Border signboards were installed in the upstream area of the river. The company has the opportunity to re-identify the installation location of the HCV/river border signboard to prevent potential destruction of the HCV/river border in the company area. **(OFI)**

7.12.8

The Auditor Team has verified the NCR in the previous assessment on indicator 7.12.8 related to PT BSS' LUCA. The results of the Company's auditor verification have made a Land Use Change Analysis (LUCA) for PT Bersama Sejahtera Sakti and have been sent to the RSPO. Companies can show an email from RSPO (indrawansuryadi@rspo.org) on 6 October 2022. The email explains that The LUCA status is Pass, with Final Conservation Liability 0 ha, and Environmental Remediation Area 0 ha. The LUCA document explains that the LUCA study is for the Pantai Timur Estate, Laut Timur Estate, and the Gunung Kemasan Estate. Meanwhile, Gunung Aru Estate was not included for review as it does not have raw liability.

| |
|-----------------------|
| Status: Comply |
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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 √ |
| ASA-2.1 | The company did not use RSPO Trademark and CB Logo, However, the parent company Sime Darby Plantation Berhad has had a trademark license No. 1106024. | √ |
| | Status: Comply | |
| 2. | Implementation of certificate and trademark used by Client comply with size and type (shape) against Guideline of trademark Use | X or √ |
| ASA-2.1 | The company did not use RSPO Trademark and CB Logo, However, the parent company Sime Darby Plantation Berhad has had a trademark license No. 1106024. | √ |
| | Status: Comply | |
| 3. | Implementation of Certificate and Trademark is not used on product | X or √ |
| ASA-2.1 | The company did not use RSPO Trademark and CB Logo, However, the parent company Sime Darby Plantation Berhad has had a trademark license No. 1106024. | √ |
| | Status: Comply | |
| 4. | Controlling of Certificate and Trademark, including withdrawing inappropriate trademark. | X or √ |
| ASA-2.1 | The company did not use RSPO Trademark and CB Logo, However, the parent company Sime Darby Plantation Berhad has had a trademark license No. 1106024. | √ |
| | Status: Comply | |

3.3 Summary of RSPO Partial Certification.

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

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

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

MUTU Auditor has verified company partial certification and concludes that:

- PT Budidaya Agro Lestari waiting for land title process to some of its operational area.
- PT Guthrie Pecconina Indonesia – Sungai Jernih Estate currently is in HGU process.
- The company has followed RSPO requirement related to New Planting Procedure and Remediation and Compensation Procedure.
- There are no labor 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? | <p>Company Group/Holding Statement: The sustainability unit has conducted the internal audit for 9 units and updated in the compliance status of uncertified management unit. There is no replacement of primary forest or HCV area and no new planting after January 1st 2010. Other than that, land conflicts and land disputes also being audited and approved by Head of Sustainability-Indonesia.</p> <p>Auditor Verification: Internal Audit report available for uncertified management unit.</p> |
| 2.1.2 | No replacement after dates defined in NIs Criterion 7.3 of: <ul style="list-style-type: none"> • Primary forest. • Any area identified as containing High Conservation Values (HCVs). • Any area required to maintain or enhance HCVs in accordance with RSPO criterion 7.3. | <p>Company Group/Holding Statement: No replacement of primary forest or HCV or no new planting after Jan 1st, 2010, for all uncertified units except for PT Sime Indo Agro, Bukit Ajong Mill East* Estate /Sei Mawang Estate which is currently under RaCP. LUCA submitted and currently under review process by appointed reviewer by RSPO.</p> <p>Auditor Verification: Sime Darby Plantation Berhad sent disclosure of liability including LUCA analysis to RSPO Secretariat on 2 December 2014 and 2nd revision on 24 June 2016. Current</p> |

| Un-Certified Units or Holdings | | |
|--------------------------------|---|---|
| Section | Requirement | Concerns to Discuss, if any |
| | | status of LUCA report of SDP Bhd is having been sent the 19 reports of LUCA to RSPO on Aug 2018, responded by RSPO with need clarification. The companies ensuring reporting of disclosure of liability progress to RSPO and according to the CB's correspondence with RSPO Remediation and Compensation. |
| 2.1.3 | Any new plantings since January 1 st , 2010, must comply with the RSPO New Plantings Procedure. | <p>Company Group/Holding Statement: No new plantings. As at 16 Jan 2020, Sime Darby Plantation under its unit Sime Darby Plantation Investment (Liberia) Pte Ltd has completed its disposal of its entire interest in Sime Darby Plantation (Liberia) Inc (SDP Liberia) to Mano Palm Oil Industries Ltd (MPOI).</p> <p>Auditor Verification: Karya Palma Estate (PT Sandika Natapalma) and Beturus Estate (PT Budidaya Agro Lestari) any new planting after January 1st 2010 and due to not conduct NPP it will be object of sanction.</p> |
| 2.1.4 | Any Land conflicts are being resolved through a mutually agreed process, e.g. RSPO Grievance procedure or Dispute Settlement Facility, in accordance with RSPO criteria 6.4, 7.5 and 7.6. | <p>Company Group/Holding Statement: The group has land conflict procedure in place. No Land conflict registered with RSPO Complaints System. No outstanding complaints with the RSPO.</p> <p>Auditor Verification: Auditor has verified the supporting evidence of above the company statement and there is no conflict in uncertified area.</p> |
| 2.1.5 | Any Labour disputes are being resolved through a mutually agreed process, in accordance with RSPO criterion 6.3. | <p>Company Group/Holding Statement: No stakeholder comments or complaints received.</p> <p>Auditor Verification: Auditor has verified the supporting evidence of above the company statement. There are no labour dispute in company unit.</p> |
| 2.1.6 | Any Legal non-compliance is being resolved in accordance with the legal requirements, with reference to RSPO criteria 2.1 and 2.2. | <p>Company Group/Holding Statement: None noted. No stakeholder comments or complaints received.</p> <p>Auditor Verification: Auditor has verified the supporting evidence of above the company statement. There is any legal non-compliance for company under SDP waiting for land title process, i.e.:</p> <ul style="list-style-type: none"> • PT Sime Indo Agro 5,815 Ha • PT Bina Sains Cemerlang 308.25 Ha • PT Bahari Gembira Ria 1,639 Ha • PT Guthrie Pecconina Indonesia 890 Ha |

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 ASA-1.4 & Recertification-2

| | | | | | |
|--|---|--|-----------------|---|-------------------|
| NCR No. | : | 2022.01 | Issued by | : | Erika Lucitawati |
| Date Issued | : | 26 March 2022 | Time Limit | : | Next surveillance |
| NC Grade | : | Minor | Date of Closing | : | 24 June 2022 |
| Standard Ref. & Requirement | : | 7.3.1 A waste management plan which includes reduction, recycling, reusing, and disposal based on toxicity and hazardous characteristics, is documented and implemented in accordance with applicable laws and regulations. | | | |
| Evidence observed (filled by auditor): | | | | | |
| <div>1. The company has presented the following documents:</div> <div><div>a. SOP of Hazardous Waste and Non-Hazardous Waste Management with No. 01/SOP-BSS/II/2020 dated 5 January 2020 which was approved by the PLT Environment Coordinator. Based on this procedure, there are the following points:</div><div><div>• Hazardous waste includes used lubricating oil, used filters, used batteries (accu), used agrochemical packaging, and used chemical. Meanwhile, non-hazardous waste is including scrap metal, used tires, trash, sacks of fertilizer, and paper.</div><div>• Hazardous waste is collected in a hazardous waste storage, while fertilizer sacks are placed in fertilizer sacks storage area.</div></div><div>b. Document on Identification of Waste Sources and Management, which was issued in 2021. Based on this document, what is included in the classification of hazardous waste are printer cartridges, TL lamps, plastic, toner, printer ribbon, tip-x, used oil, used batteries, used filter, used rags, paint cans, oil cans, grease cans, used lamps, herbicide packaging, used diesel fuel, oil-contaminated burlap sacks, etc.</div><div>c. SOP for Washing Ex Fertilizer Sacks on 5 January 2022 which states that sacks and inner plastic are separated and washed until chemicals in fertilizer sacks are diminished. Each sack of fertilizer that comes out is recorded in warehouse card.</div><div>d. SOP of Hazardous Material Management No. SP-15 Revision 00 dated 2 August 2010 which states in point 6.2.3, wich stated, "Hazardous materials must comply with instructions given in MSDS of product."</div></div> <div>2. Based on the results of field visits, the auditors have found the following:</div> <div><div>a. 1 unit of used oil packaging in housing Division 3 of Gunung Aru Estate and 1 unit of chemical jerry can at Non-Stock Warehouse of Gunung Aru Estate.</div><div>b. 1 unit of used herbicide packaging at Central Warehouse Office of Gunung Kemas Estate, 2 units of used fertilizer sacks scattered in front of the Fertilizer Warehouse of Gunung Kemas Estate, and piles of fertilizer sacks scattered in front and behind the Hazardous Waste Storage of Gunung Kemas Estate.</div><div>c. 2 units of chemical jerry cans and 3 units of used oil containers in housing Division 2 Laut Timur Estate.</div></div> <div>3. Based on the results of interviews, water management operators in housing Division 3 of Gunung Aru Estate do not understand that used oil packaging is included in hazardous waste.</div> | | | | | |
| Non-Conformance Description (filled by auditor): | | | | | |
| Company has not shown evidence of implementing waste management in accordance with the procedures owned by the company. | | | | | |
| Root Cause Analysis (filled by organization audited): | | | | | |
| <div>• Adequate storage facilities for fertilizer sacks and a good control system are not yet available to prevent sack waste/inert fertilizer from being scattered/unmanaged according to applicable standards.</div> <div>• Lack of understanding of employees regarding LB3 and no PIC available for LB3 management, both in housing and warehouses</div> | | | | | |

Correction (filled by organization audited):

- Provision of adequate storage facilities for fertilizer sacks that apply to the entire estate of PT.BSS and the appointment of a PIC who is in charge of controlling the storage conditions of fertilizer sacks, as well as a PIC who is in charge of recording the number of sacks entering or leaving.
- Withdrawal of all hazardous waste to be stored in the Special Warehouse for hazardous waste, re-training related to hazardous waste management for all employees and a management memo regarding hazardous waste in housing and workplaces

Corrective Action (filled by organization audited):

- Periodically check the condition of the sack storage facilities, as well as supervise the storage/reuse of fertilizer sacks by the supervisor/foreman and know each assistant
- Established a hazardous waste management PIC for each unit tasked with monitoring and managing hazardous waste in the work and residential environment.

Assessor Evaluation and Conclusion (filled by auditor):
Auditor Verification (24 June 2022)

The company has shown the results of root cause analysis, corrective actions, and preventive actions. In addition, the company has shown evidence contained in the following documents:

- PIC structure for the management of hazardous waste and non-hazardous waste at PT BSS which includes coordinators and PIC units in each plantation and factory. The PIC Unit is divided into admin, traction PIC, divisional PIC, cottage PIC, and warehouse admin. The PIC is in charge of supervising, checking, and recording the management of Hazardous waste and Non Hazardous waste.
- Inter-Office Mail No. 11/AC.LB3/V/2022 dated 3 May 2022 from the Laut Timur Estate Area Controller to all employees of PT BSS. The letter contains the company's commitment regarding responsible environmental management including the management of Hazardous waste and Non Hazardous waste.
- Documentation of the transfer of 1 unit of used oil packaging in Division 3 housing and 1 unit of chemical jerry can at the Gunung Aru Estate Non-Stock Warehouse to the GAF hazardous waste temporary storage area on March 24 2022, as well as 2 units of chemical jerry cans and 3 units of used oil packaging at the East Laut Estate Division 2 housing to the GKE hazardous waste temporary storage site on March 28, 2022.
- Examination Form for Management of hazardous waste & Non hazardous waste in May 2022 in the GAE, GKE, and PTE units which contains the results of monitoring the management of hazardous waste and Non hazardous waste in the unit. Based on the results of the document review, the management of hazardous waste and non-hazardous waste is in accordance with existing procedures.
- Monitoring the Dissemination of the Affirmation Memo for the Management of hazardous waste and Non-hazardous waste in the PT BSS area which was updated on June 24, 2022. Based on this document, socialization has been carried out regarding the management of hazardous waste and non-hazardous waste in each division in the GAE, GKE, LTE, PTE units and GAF in May-June 2022.

Based on the explanation above, the discrepancy in this indicator is stated to have been fulfilled.

Follow up on next audit (filled by auditor):

Based on the previous auditor's verification, the discrepancies in this indicator have been fulfilled and at the time of the ASA 2.1 assessment, in general, the management of hazardous waste and non-hazardous waste has been carried out according to SOP.

| | | |
|--------------------|----------|-------------------------|
| Verified by | : | Erika Lucitawati |
|--------------------|----------|-------------------------|

| | | | |
|---|---|-----------------|---------------------------------------|
| NCR No. | : 2020.02 | Issued by | : Radytio Puspanjana/Erika Lucitawati |
| Date Issued | : 19 August 2020 | Time Limit | : 18 September 2022 |
| NC Grade | : Major | Date of Closing | : 03 Februari 2023 |
| Standard Ref. & Requirement | 7.12.8. Where there has been land clearing without prior HCV assessment since November 2005, or without prior HCV-HCSA assessment since 15 November 2018, the Remediation and Compensation Procedure (RaCP) applies. | | |
| Evidence observed (filled by auditor): The company shown PT BSS RaCP process as follows: <ul style="list-style-type: none">- PT BSS has reported LUCA August 28, 2015, until the ASA-1.4 audit activity took place there was no concept note approved by RSPO.- Email from the Head of Sustainability May 9, 2019 to the RSPO secretariat, explaining the results of the meeting between SDP and the RSPO secretariat which explained that SDP was given 1 year to complete LUCA.- SDP LUCA report review status revision priority which explains that the status of revert to RSPO February 21, 2020, (Pending LUCA review report from reviewer).- Email from RSPO (Aminah Ang) dated 14 May 2020 explaining that the certification process for 5 units can be continued (excluding PT BSS). | | | |
| Non-Conformance Description (filled by auditor): The company hasn't shown evidence the RaCP compensation plan has been approved by RSPO because LUCA is still waiting for the review of the LUCA report by the RSPO reviewer. | | | |
| Root Cause Analysis (filled by organization audited): PT BSS has not received information from Management SimeDarby after August 9, 2019. | | | |
| Correction (filled by organization audited): GSQM coordinated with SimeDarby for the reporting process and LUCA status of PT BSS and obtained progress status until September 25, 2020. | | | |
| Corrective Action (filled by organization audited): GSQM will continue to coordinate with SimeDarby to update the LUCA report to the RSPO | | | |
| Assessor Evaluation and Conclusion (filled by auditor): Verification on 25 September 2020 The certification unit showing email response from RSPO dated 25 September 2020 with statement that: "Following your email dated 21 September and after reviewing the current LUCA progress, we agreed to allow the NC to remain open until the next Surveillance audit. We hope that the process can be completed by then" Based on above explanation, this NCR is still open until next assessment. | | | |
| Auditor Verification in RC-2 (26 March 2022) Email on 18 February 2022 from Aryo Gustomo <aryo.gustomo@rspo.org> to Alagendran Maniam <alagendran.maniam@sime-darbyplantation.com> which stated, "Dear Pak Alagendran, first of all, thank you for being patient with us. After reviewing your request and doing some internal checking within our team, herewith our response to you. <i>We take consideration to provide a Conditional Approval as referring to the previous Advisory Note that we had provided to you before. This considering that the Advisory Note was given for the first case that came to us, and when the continuation of the previous approval for the similar case, we only give you through the conditional approval.</i> <i>Now, this Conditional Approval would only be given for those Management Units that <u>have been certified before</u> to allow the Company to complete the RaCP process and continue the Annual Surveillance Assessment (ASA) and/or Recertification. And this will only be <u>valid until the next 6 months</u> from the date of this email. From time to time, we will review all the progress and status of the Certification and RaCP process for the particular certified management units, and we may revoke this conditional approval if any issues happen that may heavily threaten the integrity of RSPO standard requirements.</i> | | | |

While for the uncertified management units, The Initial Certification audit may be conducted, but the Certificates can only be issued when the completion of the RaCP Process (i.e approval of Compensation and Remediation Plans) is approved by the Compensation Panel.

The following, extracted from our Sales Force database (as per last week), is the list of all Management Units under your Sime Darby Operation in Indonesia with detailed status of Certification and RaCP process. (#14. PT Bersama Sejahtera Sakti)"

Based on explaining above, the **NCR No. 2020.02** remains open until the next 6 months from 18 February 2022 for **PT Bersama Sejahtera Sakti** (18 September 2022).

Auditor Verification ASA-2.1

The Auditor Team has verified the NCR in the previous assessment on indicator 7.12.8 related to PT BSS' LUCA. The results of the Company's auditor verification have made a Land Use Change Analysis (LUCA) for PT Bersama Sejahtera Sakti and have been sent to the RSPO. Companies can show an email from RSPO (indrawansuryadi@rspo.org) on 6 October 2022. The email explains that The LUCA status is Pass, with Final Conservation Liability 0 ha, and Environmental Remediation Area 0 ha. The LUCA document explains that the LUCA study is for Pantai Timur Estate, Laut Timur Estate, and the Gunung Kemasan Estate. Meanwhile, Gunung Aru Estate was not included for review as it does not have raw liability.

Based on this explanation, the NCR on this indicator is declared Fulfilled.

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|--------------------|---|--|
| Verified by | : | Radytio Puspanjana/Erika Lucitawati |
|--------------------|---|--|

3.4.2. Identification of Findings, Corrective Actions and Observations at ASA-2.1 Audit

| | | | |
|--|--|--------------------------|--|
| NCR No. : | | Issued by : | |
| Date Issued : | | Time Limit : | |
| NC Grade : | | Date of Closing : | |
| Standard Ref. & Requirement : | | | |
| Evidence observed (filled by auditor): Non-Conformance Description (filled by auditor): <i>No Non-Conformance were found in this audit activity.</i> | | | |
| Root Cause Analysis (filled by organization audited): | | | |
| Correction (filled by organization audited): | | | |
| Corrective Action (filled by organization audited): | | | |
| Assessor Evaluation and Conclusion (filled by auditor): | | | |
| Verified by : | | | |

3.4.3. Opportunity for Improvement

| No | Ref. Std. | Description |
|----|-----------|--|
| 1 | 2.1.1 | <p>The unit of certification complies with applicable legal requirements.</p> <p>The company shows evidence of a letter from the training institute PT. Training Pratama Mulia regarding registration data for <i>pesawat tenaga & produksi kelas 1</i> training participants for 3 operators to the training institute PT. Training Pratama Mulia and training plans for 23-27 February 2023. The company has the opportunity to ensure that the training is carried out so that the engine room operators at Gunung Aru Mill have a license in accordance with applicable regulations.</p> |
| 2 | 6.2.7 | <p>Permanent fulltime employment is used for all core work performed by the unit of certification. Casual, temporary and day labour is limited to jobs that are temporary or seasonal.</p> <p>The results of a review of the Labor List document for December 2022, found that there were still 61 workers in GKE using PKWT workers for harvesting activities. In this regard, the company can provide justifications and explanations including:</p> <ul style="list-style-type: none"> • As many as 6 PKWT harvest workers from the list are no longer working at the company • There are still TBM-3 and TM-1 areas in GKE totalling 655.53 Ha so the potential for harvesting areas is not maximized. • The company shows a program to recruit all harvest workers with PKWT status to become SKUs scheduled for March and April 2023. <p>Based on the explanation above, the company has an opportunity for improvement by ensuring that the appointment of PKWT Harvest workers to SKUs shows positive progress according to the program that has been set.</p> |
| 3 | 7.12.7 | <p>The status of HCVs, HCS forests after 15 November 2018, other natural ecosystems, peatland conservation areas and RTE species is monitored. Outcomes of this monitoring are fed back into the management plan.</p> <p>The company already has an HCV management plan in the form of monitoring HCV signboards which will continue to be carried out in 2023. Field observations in the Sejakah river area block CC 22/23 Laut Timur Estate show that there is no HCV/river border signboard, and the area is adjacent to community land. The results of interviews with representatives of the company's HCV/River Border signboards were installed in the upstream area of the river. The company has the opportunity to re-identify the installation location of the HCV/river border signboard to prevent potential destruction of the HCV/river border in the company area.</p> |

3.4.4. Noteworthy Positive Components

| No | Description |
|----|---|
| 1 | Commitment to apply the principles of sustainable palm oil management |
| 2 | Commitment to implementing OHS comprehensively by creating a safety gate and system in the form of an integrated PPE monitoring application |
| 3 | Obtained a PROPER certificate for the 2020-2021 period with a Blue rating from the Indonesian Ministry of Environment and Forestry. |
| 4 | The company no longer uses workers with the status of Casual Daily Workers |
| 5 | The company has provided drinking water refill depots in residential areas. |
| | |

3.5 Summary of Arising Issues from Public and Auditor Verification



| Public Issues (Institution/ NGO/Community) | Auditor Verification |
|---|---------------------------------------|
| Bekambit Village Head of Village January 31, 2023 <ul style="list-style-type: none"> • There are no environmental pollution issues by the company. • There has never been an issue of environmental pollution by the company. • CSR has been realized by the company • Many villagers work in the company area. • The existence of a company provides business opportunities and work opportunities for rural communities. • Bekambit Village is a Assisted Village of PT BSS • There have been no fire issues so far that the company has done. • The company's relationship is running positively with the village. | <p>There were no negative issues.</p> |
| Sejakah Village Interviewee: Head of Village and Head of Hamlet January 31, 2023 <ul style="list-style-type: none"> • There are no environmental pollution issues by the company. • There has never been an issue of environmental pollution by the company. • CSR has been realized by the company. • Many villagers work in the company area. • The existence of a company provides business opportunities and work opportunities for rural communities. • There have been no fire issues so far that the company has done. • The company's relationship is running positively with the village. | <p>There were no negative issues.</p> |
| Food Security and Agriculture Agency <ul style="list-style-type: none"> • The company has all permits related to plantations and mills. • The company has submitted a report on plantation business activities every semester which includes CSR implementation activities and fire reports. • The last plantation business assessment was carried out in December 2022 with class II results. • There have been no incidents of land and forest fires since 2016 at the company or around the company. • There is no issue of disruption to the plantation business from the company. • The company already has sufficient facilities and infrastructure for prevention and control of land fires. • The company has established partnerships with smallholders and already has plasma | <p>There were no negative issues.</p> |

| Public Issues (Institution/ NGO/Community) | Auditor Verification |
|--|--|
| <ul style="list-style-type: none"> The company has carried out CSR activities including in the social, infrastructure, economic, etc. | |
| Environment Agency <ul style="list-style-type: none"> The company has a valid environmental permit, liquid waste disposal permit, and B3 waste storage permit. Companies routinely submit mandatory reports such as RKL-RPL reports, B3 waste management reports, and liquid waste management reports to the Environment Agency. The form of supervision carried out by the Environment Agency is through a document review of the routine reports submitted. The monitoring results show that there are no issues or negative impacts related to the environment. Until the Surveillance 2.1 was carried out, there were no negative complaints/issues from the surrounding community that were reported to the Environment Agency. Communication between the company and the District Environmental Office went smoothly. | <p>There were no negative issues.</p> |
| Manpower and Transmigration Agency <ul style="list-style-type: none"> There are no issues or problems related to employment that are still continuing or have not been resolved until they are brought to the Industrial Relations Court. The company has submitted reports related to employment such as employment reports and recording of contract work agreements. The company already has an OHS organization and is implementing it well. Companies have been emphasized not to use harvesting labor with PKWT status. The company already has a valid CLA. Communication between agencies and companies has been well established. | <p>The use of harvest labor with PKWT (temporary worker) status and related inconsistencies in the availability of Company Regulations or Collective Bargaining Agreements have been explained in the relevant indicators.</p> |
| National Land Office <ul style="list-style-type: none"> The company currently has no application for extension or application for new Cultivation Rights. There are no conflicts or disputes over legal boundaries between the company and the community, agencies and other companies. Land use so far has been in accordance with its designation. | <p>There are no negative issues that need further verification.</p> |
| Worker Union (F. Hukatan KSBSI) <ul style="list-style-type: none"> The Worker Union has existed at PT BSS since 2018 or 2019 and there is no compulsion on workers to become members or not. Apart from that, so far there has been no intervention | <p>There are no negative issues that need further verification.</p> |

| Public Issues (Institution/ NGO/Community) | Auditor Verification |
|--|---|
| <p>from the company in terms of selecting the board of directors or implementing trade union activities.</p> <ul style="list-style-type: none"> In the past 1 year there have been no issues or complaints related to employment that are still being resolved or have not been resolved. The existing complaints related to damage to housing facilities have been properly responded to and followed up by the company. The company has routinely conducted MCU and followed up if employees with health problems were found. The Worker Union has not yet made a Collective Labor Agreement, but the company already has a Company Regulation which being ratified in 2022 and the Worker Union is involved in its preparation. | |
| <p>Worker Union (Serikat Pekerja Mandiri of GAE, GKE, GAF, LTE, and PTE)</p> <ul style="list-style-type: none"> Members of trade unions are all workers but there is no coercion on workers to become union members. Communication with the company has been well established and there has been no intervention in the election of union officials. Employee status at the company includes SKU (permanent employee) and PKWT (temporary worker). In addition, there is still the use of PKWT workers in harvesting activities. The company has registered BPJS (Health and Employment) for all workers. The company has routinely conducted MCU for all employees and has taken follow-up actions if employees with health problems are found. The Labor Union has not yet made a Collective Labor Agreement, but the company already has a Company Regulation which will be ratified in 2022 and the Labor Union is involved in its preparation. | <p>The use of harvest labor with PKWT (temporary worker) status has been verified and explained in the relevant indicators.</p> |
| <p>Gender Committee (GAE, GAF, GKE, LTE and PTE)</p> <ul style="list-style-type: none"> The scope of the gender committee's activities includes activities at the Integrated Health Service Post, religion, sports, and activities to improve skills such as making handicrafts. In the management of the Gender Committee, it has accommodated the gender involvement of men and women. The Gender Committee is also a forum for complaints and consultations on matters relating to violence, harassment and other matters relating to gender equality. There has been an act of harassment in LTE but this has been resolved properly involving the role of the Gender and Corporate Committees. The company has given reproductive rights to female | <p>There are no negative issues that need further verification.</p> |

| Public Issues (Institution/ NGO/Community) | Auditor Verification |
|---|---|
| <p>workers such as leave during menstruation and leave before and after giving birth.</p> <ul style="list-style-type: none"> Workers who have just given birth have been provided with several facilities such as health checks and medication administration, special times for breastfeeding their children and breastfeeding rooms. The company has provided BPJS (Health and Employment) facilities to all workers and carries out routine health checks. | |
| <p>Employee Cooperative (Koperasi Bersama Sejahtera)</p> <ul style="list-style-type: none"> The Employee Cooperative has been established since 2018 and is engaged in selling groceries and electronic goods. One of the company's supports for cooperatives is in terms of providing buildings for cooperative operations. There are approximately 117 workers who are members of the cooperative and there is no compulsion to become members of the cooperative. The last Annual Member Meeting was held in February 2022 and is planned to be held again in February 2023. | <p>There are no negative issues that need further verification.</p> |
| <p>FFB Supplier (KUD Berkat Usaha Bersama)</p> <ul style="list-style-type: none"> The FFB sent by KUD comes from the land of KUD members. The FFB price used is based on the market price mutually agreed upon by the KUD and the company. So far there have been no complaints regarding the implementation of prices and the realization of payments and every time there is a price change, they are always informed, such as by telephone. The criteria for FFB received by the Company have been stated in the cooperation contract that has been mutually agreed upon. So far there have been no complaints regarding the implementation of sorting of the FFB sent. The company has conducted socialization regarding business code of ethics such as no bribery, fraud, corruption and others. | <p>There are no negative issues that need further verification.</p> |
| <p>PK Transporter (PT Cindra Kasih)</p> <ul style="list-style-type: none"> The contractor has been cooperating with the company for a long time and so far, the cooperation has been going well. As a condition for establishing cooperation there are several regulatory compliance requirements that must be met by contractors such as providing PPE, facilitating workers with BPJS and others which are also examined by the company. The contractor states that he is willing to be audited by an independent audit party. | <p>There are no negative issues that need further verification.</p> |

| Public Issues (Institution/ NGO/Community) | Auditor Verification |
|--|---|
| CPO Transporter (CV Dedi Setia Kawan) <ul style="list-style-type: none"> The company has been cooperating with contractors for 4 years. The contractor obtains the initial contract by tender and for subsequent contracts by direct appointment. Pricing is based on the tonnage transported with a nominal value that has been agreed upon by both parties. Payments are made every month and so far there has never been a delay There has never been a work accident experienced by the contractor. The contractor has provided facilities to drivers in the form of BPJS and helmets as PPE. | <p>There are no negative issues that need further verification.</p> |
| Scheme Smallholder (KUD Maju Bersama Plasma) <ul style="list-style-type: none"> The FFB price used is based on the discount price. So far there have been no complaints regarding the application of prices and the realization of payments. The criteria for FFB received by the Company have been listed in the Agreement that has been mutually agreed upon. So far there have been no complaints regarding the implementation of sorting of the FFB sent. The company has conducted socialization regarding business code of ethics such as no bribery, fraud, corruption and others. | <p>There are no negative issues that need further verification.</p> |
| Previous Land Owner <p><i>The auditor has taken a sample of the total names of previous land owners indicated by the unit of certification, however, all of the samples could not be contacted due to several reasons, such as someone who had died and his whereabouts were no longer known by the village authorities.</i></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>Signed on behalf of:</p> <div style="display: flex; justify-content: space-around; align-items: flex-end; margin-top: 100px;"> <div style="text-align: center;"> <p>PT Bersama Sejahtera Sakti Head of Sustainability & Quality Management</p>  <p><u>Alagendran Maniam</u> Monday, 13 February 2023</p> </div> <div style="text-align: center;"> <p>MUTU International Lead Auditor</p>  <p><u>Hasiholan Sihombing</u> Monday, 13 February 2023</p> </div> </div> |

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

| No | Institution/ NGO/ Community | Address | Phone/ Email | Form of Comm | Date of Contact | Response | |
|----|--|--|--------------|------------------|------------------|----------|----|
| | | | | | | Yes | No |
| 1 | Environment Agency | Kotabaru District, Kalimantan Selatan Province | - | By Phone | 31 January 2023 | ✓ | - |
| 2 | Plantation Agency | Kotabaru District, Kalimantan Selatan Province | - | By Phone | 31 January 2023 | ✓ | - |
| 3 | Manpower and Transmigration Agency | Kotabaru District, Kalimantan Selatan Province | - | By Phone | 31 January 2023 | ✓ | - |
| 4 | Food Security and Agriculture Agency | Kotabaru District, Kalimantan Selatan Province | - | By Phone | 31 January 2023 | ✓ | - |
| 5 | National Land Office | Kotabaru District, Kalimantan Selatan Province | - | By Phone | 31 January 2023 | ✓ | - |
| 6 | Public figure of Sajakah Village | Kotabaru District, Kalimantan Selatan Province | - | Direct Interview | 31 January 2023 | ✓ | - |
| 7 | Head of Bekambit Village | Kotabaru District, Kalimantan Selatan Province | - | Direct Interview | 31 January 2023 | ✓ | - |
| 8 | Head of Sejakah Village | Kotabaru District, Kalimantan Selatan Province | - | Direct Interview | 31 January 2023 | ✓ | - |
| 9 | Head of Hamlet (Sejakah Village) | Kotabaru District, Kalimantan Selatan Province | - | Direct Interview | 31 January 2023 | ✓ | - |
| 10 | Worker Union (F. Hukatan KSBSI) | Kotabaru District, Kalimantan Selatan Province | - | Direct Interview | 31 January 2023 | ✓ | - |
| 11 | Worker Union (Serikat Pekerja Mandiri of GAE, GKE, GAF, LTE, and PTE) | Kotabaru District, Kalimantan Selatan Province | - | Direct Interview | 31 January 2023 | ✓ | - |
| 12 | Gender Committee (GAE, GKE, GAF, LTE, and PTE) | Kotabaru District, Kalimantan Selatan Province | - | Direct Interview | 31 January 2023 | ✓ | - |
| 13 | Employee Cooperative (Koperasi Bersama Sejahtera) | Kotabaru District, Kalimantan Selatan Province | - | Direct Interview | 31 January 2023 | ✓ | - |
| 14 | FFB Supplier (KUD Berkat Usaha Bersama) | Kotabaru District, Kalimantan Selatan Province | - | By Phone | 31 January 2023 | ✓ | - |
| 15 | PK Transporter (PT Cindra Kasih) | Kotabaru District, Kalimantan Selatan Province | - | By Phone | 31 January 2023 | ✓ | - |
| 16 | CPO Transporter (CV Rehan Reva) | Kotabaru District, Kalimantan Selatan Province | - | By Phone | 31 January 2023 | ✓ | - |
| 17 | CPO Transporter (CV Dedi Setia Kawan) | Kotabaru District, Kalimantan Selatan Province | - | By Phone | 31 January 2023 | ✓ | - |
| 18 | Scheme Smallholder (KUD Maju Bersama Plasma) | Kotabaru District, Kalimantan Selatan Province | - | By Phone | 1 February 2023 | ✓ | - |
| 19 | FFB Transporter (CV Tiga Putri Tanjung) | Kotabaru District, Kalimantan Selatan Province | - | By Phone | 1 February 2023 | ✓ | - |
| 20 | Previous Land Owner | Kotabaru District, Kalimantan Selatan Province | - | - | 1 February 2023 | - | ✓ |
| 21 | Gunung Aru POM: • 1 operator in WWTP • 2 Worker in Housing • 1 Operator Empty Bunch Press | PT BSS | - | Direct Interview | February 1, 2023 | ✓ | - |

| No | Institution/ NGO/ Community | Address | Phone/ Email | Form of Comm | Date of Contact | Response | |
|----|---|---------|--------------|------------------|--------------------|----------|----|
| | | | | | | Yes | No |
| | <ul style="list-style-type: none"> • 4 Security Officer • 1 Weighbridge Operator • 1 Warehouse Officer • 1 Hazardous Waste Officer • 1 WTP Officer • 3 Grading Workers • 1 Sterilizer Station Operator • 1 Press Station Operator • 1 Engine Room Station Operator • 1 Boiler Station Operator • 1 Kernel Station Operator | | | | | | |
| 22 | Gunung Kemas Estate <ul style="list-style-type: none"> • 1 HCV Worker • 2 warehouse Workers • 2 Daycare Workers • 1 Housing Worker • 7 Harvesting Workers • 2 FFB loading workers • 4 Pruning Workers • 1 Empty Bunch Application Worker • 2 Manuring Workers • 2 Maintenance Workers | PT BSS | - | Direct Interview | February 1, 2023 | ✓ | - |
| 23 | Laut Timur Estate <ul style="list-style-type: none"> • 1 HCV Worker • 2 warehouse Workers • 2 Daycare Workers • 1 Housing Worker • 4 Harvesting Workers • 3 Maintenance Workers • 2 Empty Bunch Application Workers | PT BSS | - | Direct Interview | February 2, 2023. | ✓ | - |
| 24 | Gunung Aru Estate: <ul style="list-style-type: none"> • 2 Daycare Officer • 1 Rinse House Officer • 1 Land Application Operator • 1 Warehouse Officer • 9 harvesters • 2 pesticide applicators | PT BSS | - | Direct Interview | 1 February 2023 | ✓ | - |
| 25 | Pantai Timur Estate: <ul style="list-style-type: none"> • 2 harvesters • 2 pesticide applicators • 1 Daycare Officer | PT BSS | - | Direct Interview | 2 February 2023 | ✓ | - |

| No | Institution/ NGO/ Community | Address | Phone/ Email | Form of Comm | Date of Contact | Response | |
|----|--|---------|--|-----------------|--------------------|----------|----|
| | | | | | | Yes | No |
| | <ul style="list-style-type: none"> 1 security worker 1 warehouse officer | | | | | | |
| 26 | Sawit Watch | Bogor | info@sawitwatch.or.id | Via Email | 25 January 2023 | - | ✓ |
| 27 | WWF | Jakarta | wwf-indonesia@wwf.or.id | Via Email | 25 January 2023 | - | ✓ |
| 28 | Walhi | Jakarta | informasi@walhi.or.id | Via Email | 25 January 2023 | - | ✓ |
| 29 | AMAN | Jakarta | rumahaman@cbn.net.id | Via Email | 25 January 2023 | - | ✓ |

Appendix 2. Assessment Program

| DATE | 30 January – 4 February 2023 | |
|-----------------------------------|--|--|
| PLANNED TIME | PROCESSES / CLAUSES TO BE AUDITED | AUDITOR |
| Monday, 30 January 2023 | | |
| 05.30 – 14.05 | JAKARTA → KOTABARU | All Auditor |
| 14.30 – 16.00 | From the airport to the audit location | All Auditor |
| 16.00 – 17.00 | OPENING MEETING <ul style="list-style-type: none"> Auditee Speech (Introduction of PIC, Profile of Certified Management Unit) Auditor Team Speech (Introduction, Audit Objective, Audit Scope, Audit Plan Discussion, Determine of Audit Sample, Transparency and Confidentiality Clarification) | Management of PT BSS All Auditor |
| Tuesday, 31 January 2023 | | |
| 08.00 – 12.00 | <ul style="list-style-type: none"> Stakeholders' consultation to related agencies. Stakeholder consultation to affected communities surrounding the plantations, indigenous peoples, local communities, and previous land owners. Interview with Gender Committee, Worker's Union, Worker's Cooperative (if any), Local Contractor (for Mill and Estate), Smallholders, Third Party Supplier (if any), local NGO (if any) | HAW & SEP RAB & HAS HAW & SEP |
| 12.00 – 14.00 | Break | |
| 14.00 – 16.30 | Continue Stakeholders Consultation, Document verification and completing checklist. | All Auditor |
| 16.30 – 17.00 | Submission of audit progress | All Auditor |
| Wednesday, 1 February 2023 | | |
| 08.00 – 12.00 | Field Observation to Gunung Aru Estate Aspect to be verified: <ul style="list-style-type: none"> Implementation of Legal Aspect (Land Ownership, Legal Boundaries), HCV. Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application), Implementation of Occupational Health & Safety Aspect, Implementation of Employment Procedure and Mechanism Aspect Implementation of Environmental, and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management), Observation of Workers Facilities (Housing, School, Worship Place). Field Observation to Gunung Kemas Estate Aspect to be verified: <ul style="list-style-type: none"> Implementation of Legal Aspect (Land Ownership, Legal Boundaries), HCV. Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application), Implementation of Occupational Health & Safety Aspect, Implementation of Employment Procedure and Mechanism Aspect | HAS HAS SEP HAW & RAB HAW & RAB |

| DATE | 30 January – 4 February 2023 | |
|----------------------------------|--|--|
| PLANNED TIME | PROCESSES / CLAUSES TO BE AUDITED | AUDITOR |
| 08.00 – 12.00 | <ul style="list-style-type: none"> Implementation of Environmental, and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management), Observation of Workers Facilities (Housing, School, Worship Place). | HAW & RAB |
| 12.00 – 14.00 | Break | |
| 14.00 – 16.30 | Field Observation to Gunung Aru POM <ul style="list-style-type: none"> Supply Chain verification (FFB Receiving, Weighbridge) Implementation of Occupational Health & Safety Aspect, Implementation of Employment Procedure and Mechanism Aspect, security post, FFB Sorting, Processing Activity, Despatch CPO) Implementation of Environmental aspect, Inspection to Chemical Storage, Hazardous Waste Storage, Workshop, WTP, Fire Control Simulation, POME Pond, Land Application, Empty Bunch Area and Employees Housing Complex | HAS & HAW HAS & HAW SEP RAB |
| 16.30 – 17.00 | Submission of audit progress | All Auditor |
| Thursday, 2 February 2023 | | |
| 08.00 – 12.00 | Field Observation to Pantai Timur Estate Aspect to be verified: <ul style="list-style-type: none"> Implementation of Legal Aspect (Land Ownership, Legal Boundaries), HCV; Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application), Implementation of Occupational Health & Safety Aspect, Implementation of Employment Procedure and Mechanism Aspect Implementation of Environmental, and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management), Observation of Workers Facilities (Housing, School, Worship Place). | HAS HAS SEP |
| 08.00 – 12.00 | Field Observation to Laut Timur Estate Aspect to be verified: <ul style="list-style-type: none"> Implementation of Legal Aspect (Land Ownership, Legal Boundaries), HCV. Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application), Implementation of Occupational Health & Safety Aspect, Implementation of Employment Procedure and Mechanism Aspect Implementation of Environmental, and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management), Observation of Workers Facilities (Housing, School, Worship Place). | RAB & HAW RAB & HAW RAB & HAW |
| 12.00 – 14.00 | Break | |
| 14.00 – 16.30 | Document verification and completing checklist. | All Auditor |
| 16.30 – 17.00 | Submission of audit progress | All Auditor |

| DATE | 30 January – 4 February 2023 | |
|----------------------------------|--|--------------------|
| PLANNED TIME | PROCESSES / CLAUSES TO BE AUDITED | AUDITOR |
| Friday, 3 February 2023 | | |
| 08.00 – 12.00 | Document verification and completing checklist. | All Auditor |
| 12.00 – 14.00 | Break | |
| 14.00 – 16.00 | Internal discussion by auditor team preparing for Closing Meeting | All Auditor |
| 16.30 – 17.00 | CLOSING MEETING <ul style="list-style-type: none"> • Presentation of audit findings (Noteworthy Positive Component, Non-Conformities, OFI, Timeline of CAR's, Conclusion) • Comments, Responses and Questions | All Auditor |
| Saturday, 4 February 2023 | | |
| 04.00 – 12.00 | Travel from audit site to the airport in Banjarmasin | All Auditor |
| 15.35 – 16.25 | BANJARMASIN → JAKARTA | All Auditor |