

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

[✓] Surveillance

Name of Management Organisation : **Seumanyam Palm Oil Mill, PT Socfin Indonesia subsidiary of Socfin SA**
 Plantation Name : PT Socfin Indonesia, Seumanyam Estate
 Location : Village of Simpang Deli Kilang, Sub District of Darul Makmur, Nagan Raya District, Province of Aceh, Indonesia.
 Certificate Code : **MUTU-RSPO/154**
 Date of Initial Registration : 17 October 2015
 Date of Last Issued : 05 January 2021 Date of License Issue : 17 October 2023
 Date of Certificate Expiry : 16 October 2025 Date of License Expiry : 16 October 2024

Assessment	Assessment Date	PT Mutuagung Lestari Auditor	Reviewed by	Approved by
ASA-1.3	7 – 11 August 2023	Hasiholan Sihombing (Lead Auditor), Fauzi Prima Sanusi, Ririn Sipayung and Sabiah Dhiningtyas Utami	Octo HPN Nainggolan	Leonada

Assessment	Approved by MUTUAGUNG LESTARI on:
ASA-1.3	29 August 2023

PT Mutuagung Lestari • Raya Bogor Km 33,5 Number 19 • Cimanggis • Depok 16953 • Indonesia
 Telephone (+62) (21) 8740202 • Fax (+62) (21) 87740745/6 • Email: agri@mutucertification.com • www.mutucertification.com
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Figure 1. Location Map of PT Socfin Indonesia

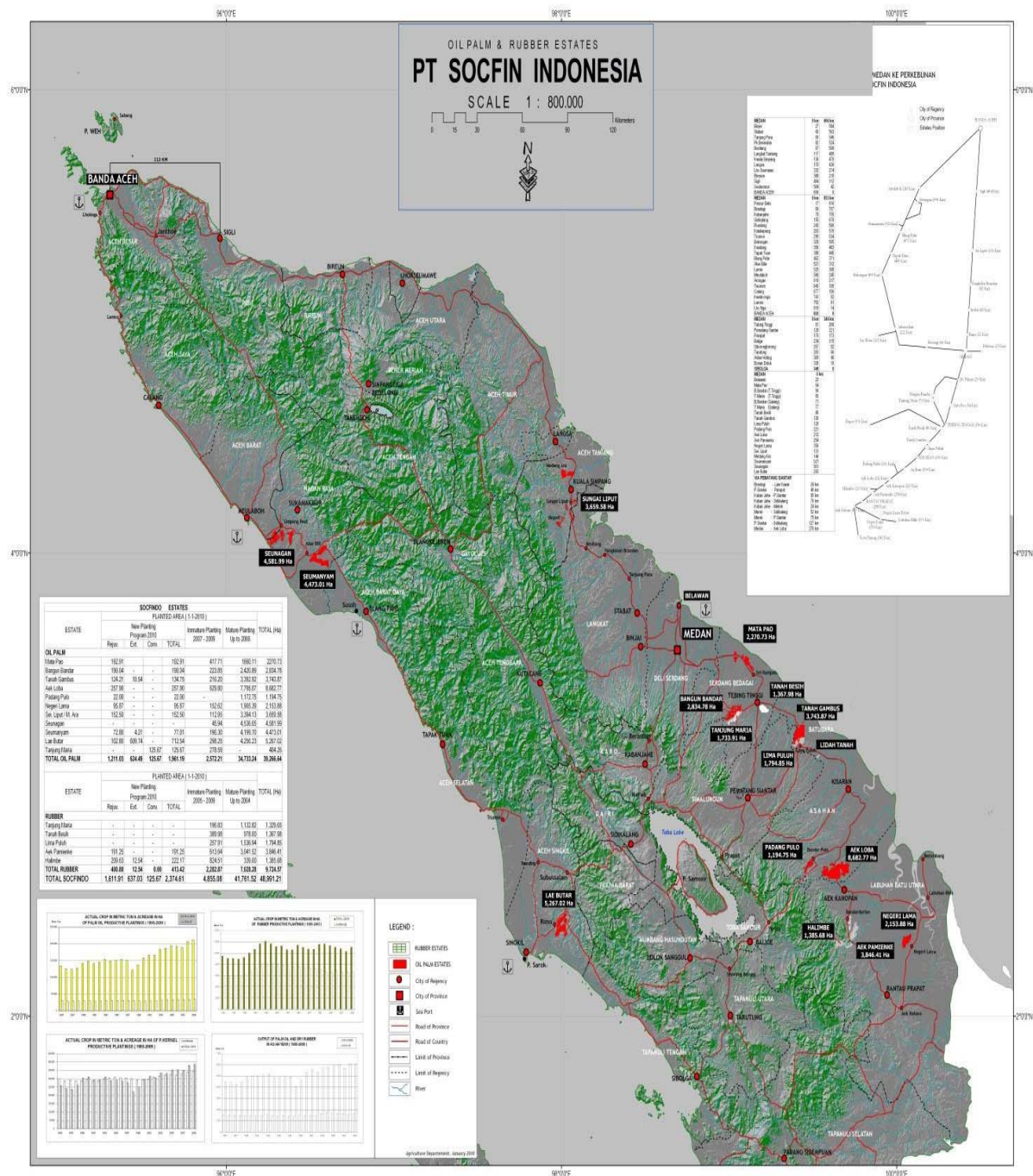
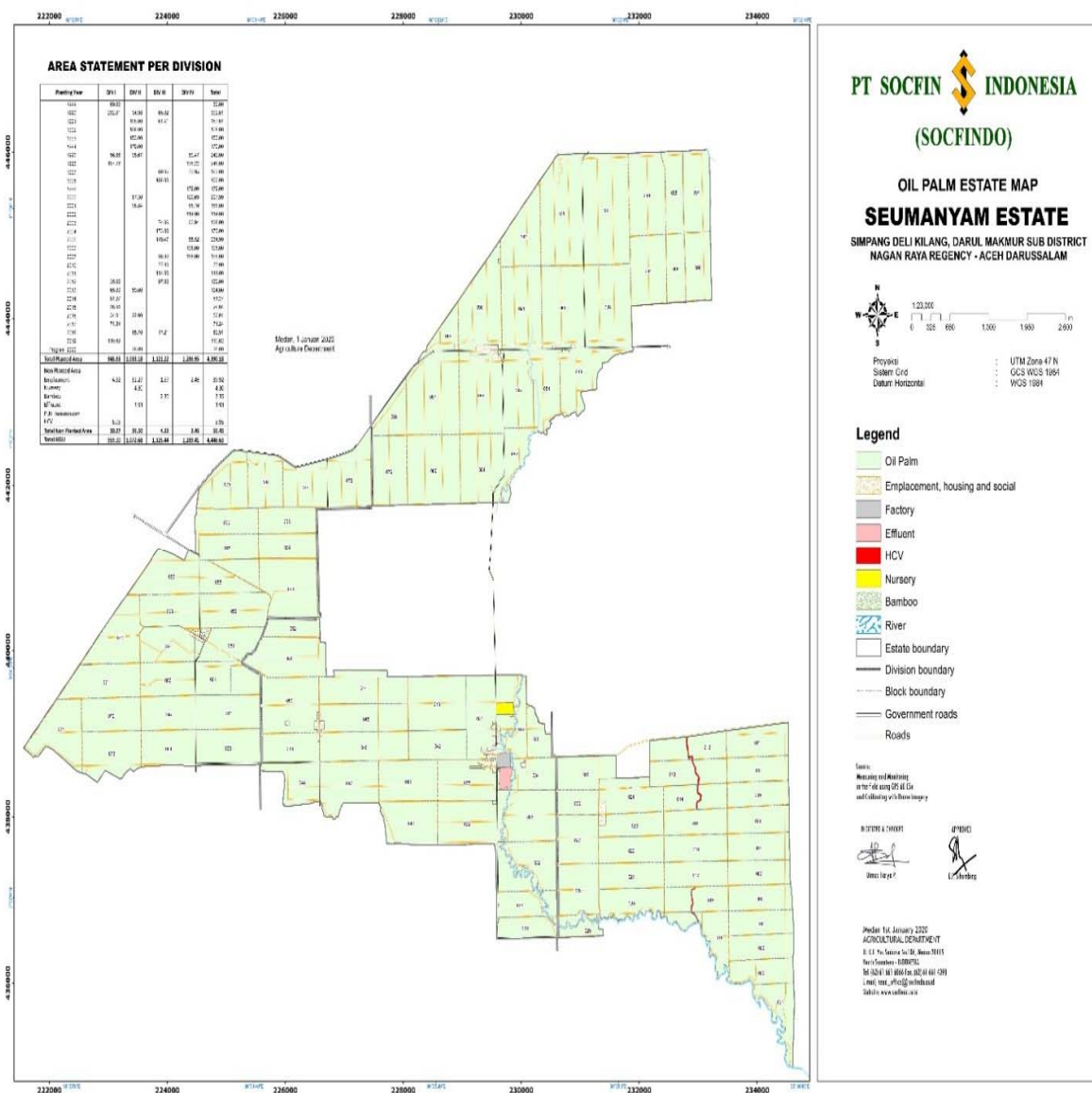


Figure 2. Operational Map of PT Socfin Indonesia



Abbreviations Used

ANDAL	:	Environmental Impact Analysis
ASA	:	Annual Surveillance Audit
Askep	:	<i>Asisten Kepala</i> / Head of Assisstant
BPJS	:	Social Security Administrator
BPJS TK	:	Social Security Administrator for employment / <i>Badan Penyelenggara Jaminan Sosial Ketenagakerjaan</i>
CLA	:	Collective Labor Agreement
CPO	:	Crude Palm Oil
CSPK	:	Certified Sustainable Palm Kernel
CSPO	:	Certified Sustainable Palm Oil
CSR	:	Corporate Social Responsibility
DLHK	:	<i>Dinas Lingkungan Hidup dan Kehutanan</i> / Environment and Forestry Agency
EFB	:	Empty Fruit Bunch
FFB	:	Fresh Fruit Bunch
FR	:	Frequency Rate
GHG	:	Greenhouse Gas
HCV	:	High Conservation Value
HGU	:	<i>Hak Guna Usaha</i> / Land Use Title
HK	:	<i>Hari Kerja</i> / Working Day
HR	:	Human Resources
IK	:	<i>Instruksi Kerja</i> / Work Instruction
IKS	:	<i>Ikatan Kerja Sementara</i>
IP	:	Identity Preserved
IPM	:	Integrated Pest Management
ISPO	:	Indonesian Sustainable Palm Oil
K3	:	<i>Keselamatan dan Kesehatan Kerja</i> / Occupational Health and Safety
KER	:	Kernel Extraction Rate
KHT	:	<i>Karyawan Harian Tetap</i> / Permanent Worker
KTU	:	<i>Kepala Bagian Tata Usaha</i> / Head of Administration
LK3	:	<i>Lingkungan Keselamatan dan Kesehatan Kerja</i> / Occupational Health and Safety Environment
LPUP	:	<i>Laporan Perkembangan Usaha Perkebunan</i> / Plantation Business Progress Report
LTA	:	Lost Time Accident
LUCA	:	Land Use Change Analysis
MKS	:	Meter Kilogram Seconds
MP	:	Mata Pao
NA	:	Not Applicable
NAD	:	<i>Nanggroe Aceh Darussalam</i>
OER	:	Oil Extraction Rate
OFI	:	Opportunity For Improvement
OHS	:	Occupational Health and Safety
OHS	:	Occupational Health Safety
P2K3	:	<i>Panitia Pembina Keselamatan dan Kesehatan Kerja</i> / OHS Committee
PAUD	:	<i>Pendidikan Anak Usia Dini</i> / Early childhood education programs
PEL	:	<i>Penyajian Evaluasi Lingkungan</i> / Environmental Evaluation Presentation
PK	:	Palm Kernel
PKWT	:	<i>Perjanjian Kerja Waktu Tertentu</i> / Employment Agreement
Polres	:	<i>Polisi Resor</i> / Resort Police
POM	:	Palm Oil Mill
POME	:	Palm Oil Mill Effluent

PPE	:	Personal Protective Equipment
PT Socfindo	:	PT Socfin Indonesia
RaCP	:	Remediation and Compensation Procedure (RaCP)
RKL-RPL	:	<i>Rencana Kelola dan Rencana Pengelolaan Lingkungan</i> /Management and Monitoring Plan
RSPO	:	Roundtable on Sustainable Palm Oil
SIA	:	Social Impact Assessment
SCCS	:	Supply Chain Certification System
SOP	:	Standard Operating Procedure
SPK	:	<i>Surat Perjanjian Kerjasama</i> (Work Agreement)
SR	:	Severity Rate
TG	:	<i>Tanah Gambus</i>
TJSL	:	<i>Tanggung Jawab Sosial Langsung</i> (CSR)
TPA	:	<i>Tempat Penitipan Anak</i> /Daycare
TTE	:	<i>Tanda Terima Elektronik</i> (Electronic receipt)
UMK/UMSK	:	<i>Upah Minimum Kabupaten/Upah Minimum Sektoral Kabupaten</i> /District Minimum Wage
UMP	:	<i>Upah Minimum Provinsi</i> /Minimum Wage
WHO	:	World Health Organization
WTP	:	Water Treatment Plant

1.0	SCOPE of the CERTIFICATION ASSESSMENT		
1.1	Assessment Standard Used	<ul style="list-style-type: none"> Principles and Criteria for Sustainable Palm Oil Production 2018, The Indonesia National Interpretation, Endorsed by the RSPO Board of Governors on 20 April 2020. RSPO Certifications Systems for Principles & Criteria and RSPO Independent Smallholders Standard (Endorsed by RSPO Board of Governors on 12 November 2020) 	
1.2	Organisation Information		
1.2.1	Organisation name listed in the certificate	PT Socfin Indonesia – Socfin SA	
1.2.2	Contact person	Andria Zulmanitra	
1.2.3	Organization address and site address	<ul style="list-style-type: none"> RSPO registered company: Societe Financiere des Caouthchoucs 4, Avenue Guillaume 1650, Luxembourg. Liaison Office: Jl. K.L. Yos Sudarso No. 106, Medan 20115, Province of Sumatera Utara. 	
1.2.4	Telephone	(+62-61) 6616066	
1.2.5	Fax	(+62-61) 6614390	
1.2.6	E-mail	andria@socfindo.co.id	
1.2.7	Web page address	www.socfindo.com	
1.2.8	Management Representative who completed the application for certification	Andria Zulmanitra - Head of Sustainability Sub Department	
1.2.9	Registered as RSPO member	1-0269-19-000-00 – 06 December 2004	
1.3	Type of Assessment		
1.3.1	Scope of Assessment and Number of Management Unit	Seumanyam Mill and Seumanyam Estate	
1.3.2	Type of certificate	Single	
1.4	Locations of Mill and Plantation		
1.4.1	Location of Mill		
	Name of Mill	Location	Coordinate
			Latitude Longitude
	Seumanyam POM	Simpang Deli Kilang Village, Darul Makmur Sub District, Nagan Raya District, Aceh Province. Indonesia.	3° 57' 55" N 96° 33' 55" E
1.4.2	Location of Certification Scope of Supply Base		
	Name of Supply Base	Location	Coordinate
			Latitude Longitude
	Seumanyam Estate	Simpang Deli Kilang Village, Darul Makmur Sub District, Nagan Raya District, Aceh Province. Indonesia.	3° 57' 58" N 96° 33' 48" E
1.5	Description of Area Statement		
1.5.1	Tenure		

	<ul style="list-style-type: none"> • State 	4,446.63 Ha
	<ul style="list-style-type: none"> • Community 	- Ha
1.5.2	Area Statement	
	<ul style="list-style-type: none"> • Total area 	4,446.63 Ha
	<ul style="list-style-type: none"> • Mature area 	4,174.86 Ha
	<ul style="list-style-type: none"> • Immature area 	211.82 Ha
	<ul style="list-style-type: none"> • Emplacement 	33.66 Ha
	<ul style="list-style-type: none"> • Mill 	3.17 Ha
	<ul style="list-style-type: none"> • Nursery 	4.30 Ha
	<ul style="list-style-type: none"> • Super Male Garden (ex Bamboo area) 	2.35 Ha
	<ul style="list-style-type: none"> • Effluent Pond 	3.93 Ha
	<ul style="list-style-type: none"> • HCV 	12.54 Ha
	<i>*Total HCV area is 46.67 ha (34.13 Ha HCV on Planted area and 12.54 ha HCV on Non-Planted area).</i>	
1.6	Planting Year and Cycles	
1.6.1	Age profile of planting year	
	Planting Year	Hectarage (Ha)
		Seumanyam Estate
		Total
	1989	69.00
	1990	357.03
	1991	167.01
	1992	53.07
	1993	46.73
	1994	170.00
	1995	242.00
	1996	226.86
	1997	163.00
	1998	166.00
	1999	179.00
	2000	207.99
	2001	165.00
	2002	114.00
	2003	138.00
	2004	173.00
	2005	234.99
	2006	196.00
	2007	196.00
	2010	77.00
	2011	114.00

	2012	132.00	132.00
	2013	124.00	124.00
	2014	81.27	81.27
	2015	26.04	26.04
	2016	56.01	56.01
	2017	71.24	71.24
	2018	82.91	82.91
	2019	110.62	110.62
	2020	35.09	35.09
	Sub Total Mature	4,174.86	4,174.86
	2021	111.75	111.75
	2022	100.07	100.07
	Sub Total Immature	211.82	211.82
	TOTAL	4,386.68	4,386.68
1.6.2	New Planting area after January 2010		- Ha
1.6.3	Planting Cycle		2nd and 3rd Cycle
1.7	Description of Mill and Supply Base		
1.7.1	Description of Mill		
	Name of Mill	Capacity (tonnes/ hour)	FFB Processed (tonnes/year)
			CPO
			Out put (tonnes)
			Extraction (%)
			Palm Kernel
			Out put (tonnes)
			Extraction (%)
	Seumanyam	23	109,492.96
			25,650.37
			23.43
			4,106.81
			3.75
	<i>*Production data source from 12 months before assessment (July 2022 to June 2023)</i>		
1.7.2	Description of Certification Scope of Supply Base		
	Name of Estate	Total Area (Ha)	Production Area (Ha)
			FFB (tonnes/year)
			Yield (tonnes/ha/ year)
			Supplied to Mill
			FFB (tonnes/ year)
			%
	Seumanyam	4,446.63	4,174.86
			109,541.36
			26.24
			109,541.36
			100
	<i>*Production data source from 19 months before assessment (December 2020 to June 2022)</i>		
1.7.3	FFB description from other source		
	Name of sources/organisation (RSPO certified / non- certified)	Type of Organisation	Number of Smallholders
			Production Area (Ha)
			Supplied to Mill
			FFB (tonnes/year)
	-	-	-
			-
	TOTAL		
			-
	<i>*Production data source from 12 months before assessment (July 2022 to June 2023)</i>		
1.7.4	Product categories		FFB, CPO, PK

1.8	Tonnage of Product							
1.8.1	Past Annual Claim Certified Product		Last Year Projected Certified Volume (17 Oct 2022 to 16 Oct 2023) (MT)	Last Year Actual Certified Volume (July 2022 to June 2023) (MT)				
	FFB Processed		112,000	109,492.96				
	CPO Production		26,000	25,650.37				
	Palm Kernel (PK) Production		4,500	4,106.81				
1.8.2	Product selling							
	Type of selling product		Actual selling product for last year (July 2022 to June 2023) (MT)					
	CSPO sold as RSPO certified product		25,598.01					
	CSPK sold as RSPO certified product		4,101.18					
	CSPO sold under another scheme		-					
	CSPK sold under another scheme		-					
	CSPO sold as conventional		-					
	CSPK sold as conventional		-					
1.8.3	Estimate of Certified FFB Claim							
	Name of Estate		Total Area (Ha)	Production Area (Ha)	FFB (tonnes/year)	Yield (tonnes/ha/year)		
	Seumanyam		4,446.63	4,174.86	115,000	27.55		
	*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 (tonnes/year)	CPO		Palm Kernel		Supply Chain Module
				Out put (tonnes)	Extraction (%)	Out put (tonnes)	Extraction (%)	
	Seumanyam	23	115,000	27,000	23.48	5,000	4.35	IP
	*Projected CSPO and CSPK production for 12 months of certificate							
1.9	Other Certifications							
	ISPO			ISPO Certificate No. MISB-ISPO/110 by Mutu Indonesia Strategis Berkelanjutan, valid thru 20 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 Plan						
	Tanah Gambus POM	2016	Tanah Gambus Estate	2016	Batubara District, North Sumatera Province	Certified		
	Bangun Bandar POM	2016	Bangun Bandar Estate	2016	Serdang Bedagai District, North Sumatera Province	Certified		

Negeri Lama POM	2016	Negeri Lama Estate	2016	Labuhanbatu District, North Sumatera Province	Certified
Mata Apo POM	2016	Mata Apo Estate	2016	Serdang Bedagai District, North Sumatera Province	Certified
Aek Loba POM	2016	Aek Loba Estate	2016	Asahan District, North Sumatera Province	Certified
Sungai Liput POM	2016	Sungai Liput Estate	2016	Aceh Tamiang District, Aceh Province	Certified
Seunagan POM	2015	Seunagan Estate	2015	Nagan Raya District, Aceh Province	Certified
Seumayam POM	2015	Seumayam Estate	2015	Nagan Raya District, Aceh Province	Certified
Lae Butar POM	2015	Lae Butar Estate	2015	Singkil District, Aceh Province	Certified
Okomu Oil Palm Company Extension 1 POM	2020	Okomu Oil Palm Company Main Estate	2020	Nigeria	Certified
		Okomu Oil Palm Company Extension 1 Estate	2023		Uncertified
Okomu Oil Palm Company Extension 2 POM	2023	Okomu Oil Palm Company Extension 2 Estate	2023		Uncertified
Safacam POM	2020	Safacam TF129, TF136, TF180, TF, Bail Ossa	2020	Cameroon	Certified
		Safacam TF151	2022		Certified
		Safacam Provisional Concession	2023		Uncertified
Socapalm Dibombari POM	2022	Socapalm Dibombari Estate	2022		Certified
Socapalm Edea POM	2021	Socapalm Edea Estate	2021		Certified
Socapalm Mbongo POM	2021	Socapalm Mbongo Estate	2021		Certified
Socapalm Mbambou POM	2021	Socapalm Mbambou Estate	2021		Certified
Socapalm Kienké POM	2022	Socapalm Kienké Estate	2023		Certified
Socapalm Eséka POM	2021	Socapalm Eséka POM (no estate)	2021		Certified
		Socapalm Eséka POM (no estate)	2021		Certified
Brabanta POM	2022	Sanga Sanga, Kadima, and Kanangai Estates Estate	2022	Democratic Republic of Congo	Certified
		Lumbundji and Savannah Estates	2023		Uncertified
Plantations Socfinaf Ghana (PSG) POM	2022	PSG Manso	2022	Ghana	Certified
		PSG Subri	2023		Uncertified
SOGB POM	2021	SOGB TF464	2021	Côte D'Ivoire	Certified
		SOGB TF465, TF466, TF467	2023		Certified
Socfin Agricultural Company (SAC) POM	2021	Socfin Agricultural Company (SAC) Estate	2021	Republic of Sierra Leon	Certified

Agripalma POM	2021	Titulo 409 Estate	2021	Sao Tome et Principé	Certified
		Titulo 410 Estate	2023		Uncertified
<i>*TBP update by UoC on 23 May 2023.</i>					
Based on internal audit of uncertified unit in 2023, most of uncertified unit still have RaCP in progress, with explanation below:					
<ul style="list-style-type: none">• Okomu Oil Palm Company Extension 1 Estate → Will be audited as a scope extension during the following surveillance audit of Okomu Oil Palm Company Main Estate and Extension 1. The audits have been pushed to this date to allow the estate to complete the RaCP process first, which is a timely exercise. Currently undergoing the RaCP process for this area. Annex 8 review by RSPO has been done. It will now undergo the last external review. When the Annex 8 is approved, the mill and estate will be certified.• Okomu Oil Palm Company Extension 2 POM and Okomu Oil Palm Company Extension 2 Estate → The mill and estate were audited in September 2023. Only 1 NC remains, that of the RaCP. Annex 8 review by RSPO has been done. It will now undergo the last external review. When the Annex 8 is approved, the mill and estate will be certified.• Safacam Provisional Concession → Will be audited as a scope extension during the following surveillance audit of Safacam in Q3 2023.• Titulo 410 Estate → Will be audited as a scope extension in Q3 2023. The audits have been pushed to this date to allow the estate to complete the RaCP process first, which is a timely exercise. RaCP Annex 8 approved on 23/05/2023 allowing this to go ahead.• Lumbundji and Savannah Estates → Will be audited as a scope extension in Q3 2023. The audits have been pushed to this date to allow the estate to complete the RaCP process first, which is a timely exercise. Annex 8 review for this area by RSPO has been done. It is currently undergoing external review.• PSG Subri Estate → Will be audited as a scope extension in Q3 2023. The audits have been pushed to this date to allow the estate to complete the RaCP process first, which is a timely exercise. Currently undergoing the RaCP process for this area. The Annex 7 has been submitted.					
1.10.2	Progress of Associated Smallholders and Out growers for Certifiable Standard				
	The Company didn't have associated smallholders and out growers.				

2.0	ASSESSMENT PROCESS
2.1	Assessment Team
ASA-1.3	<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, RSPO P&C Lead Auditor Course, RSPO Supply Chain Certification Lead Auditor Course, SA 8000 Awareness, Quality Management Systems (ISO 9001:2015), Environmental Management Systems (ISO 14001:2015), OHS General Expert, OHSAS 18001:2007, ISO 19011:2018, ISO 17021:2011 and ISO 17065:2012. During this audit, he assigned to verify legal aspect, land dispute, partial certification and SCCS.</p> <p>2. Fauzi Prima Sanusi (auditor). Indonesian citizens. Bachelor of Forestry. Has work experience in the field of HSE, Environmental NGOs, attended training including Proper Training, General Health and Safety Expert, Biodiversity Study, HCV, Water and Air Monitoring Management, ISO 14001: 2004 Auditor, FSC Auditor, Sustainable Forest Management Auditor 2014, ISPO Auditor 2018, Forest and Land Fire Control Training 2014, has participated in audit activities for SFM Since 2016 FSC Audit 2017, ISPO Audit 2019 In this audit activity carried out verification in the fields of Environment, conservation and GHG</p> <p>3. Ririn Sipayung (Auditor). Experience working as a Sustainability Assistant for 6 years in several private oil palm plantation companies in Indonesia. The training that has been attended includes RSPO PNC 2018 Lead Auditor Training by Checkmark Training, IRCA 9001: 2015 Lead Auditor Training, Refreshment New ISPO (PERMENTAN 38 Year 2020), Awareness (ISO 9001, ISO 14001, ISO 45001: 2018, ISO 19011 : 2018, ISO 17021: 2015, ISO 17065: 2012), In House Training (Best Management Practice, Environment, Labor, Social, and Transparency), Prospective Occupational Safety and Health Expert (AK3U) by the RI Ministry of Labor, ISPO Auditor Certification by LPP and the ISPO Commission, Traceability Supply Chain and Smallholder Engagement and so on. Has carried out audit activities since 2022 and in this audit, activity verified Best Management Practice and OHS.</p> <p>4. Sabiah Dhiningtyas Utami (Auditor Trainee). Indonesian citizen. Bachelor of Agriculture, Department of Agrotechnology, Padjadjaran University. She has attended ISPO Auditor Training by LPP, ISO IRCA LAC 9001, Awareness ISO 19011:2018, ISO 14001:2015, ISO 45001:2018, ISO 17021:2015, ISO 17065:2012, RSPO Awareness and participated in several IHT in the fields of employment, environment, BMP, and other aspects. Has participated in several simulations of audit activities related to the certification system for sustainable palm oil plantations with labor and social aspects. In this assessment, she verified the Worker Welfare and Transparency 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-1.3	<p>Number of auditors: 3 auditors and 1 Auditor Trainee.</p> <p>Number of days for ASA-1.3: 5 days.</p> <p>Number of working days for ASA-1.3: 15 Working days.</p>
2.2.2	Assessment Process
ASA-1.3	<p>The assessment was conducted by measuring the sufficiency of implementation with the consistency done by the PT Socfin Indonesia – Seumanyam POM to the requirements of RSPO Certifications Systems for Principles & Criteria and RSPO Independent Smallholders Standard (Endorsed by RSPO Board of Governors on 12 November 2020) and Indonesia National Interpretation RSPO Principles and Criteria for the Production of Sustainable Palm Oil 2018 Endorsed by the RSPO Board of Governors on 20th April 2020</p> <p>The scope of certification of PT Socfin Indonesia consist of one mill (Seumanyam POM) and one estate (Seumanyam Estate).</p> <p>The audit program is included as Appendix 2. The approach to the audit was to treat the mill and its supply base as an</p>

RSPO Certification Unit. Mill was audited together with the sample estate. 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-1.3 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 ASA-1.2 findings were observed by auditors at this ASA-1.3 assessment. All information obtained was recorded in Check List of PT Mutuagung Lestari (MUTU) and part of ASA-1.3.

The opening meeting was held on 7 August 2023. As for the participants who attended the opening meeting included the Group Estate Manager, Estate and Mill Managers, Support Team from Medan, and other staff. Closing meeting was held on 11 August 2023 attended by the same participants as the opening meeting. Management PT Socfin Indonesia accept all the onsite ASA-1.3 audit results.

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.

Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Appendix 1.

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.

2.2.3 Locations of Assessment

ASA-1.3

The sampling location consider the issue arise 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:

Seumanyam POM

- **Effluent Pond.** observation and interview related OHS facility, environment, worker welfare and others.
- **Water Inlet (Alue Getah River).** observation and interview related OHS facility, environment, worker welfare and others.
- **Effluent Discharge.** observation and interview related OHS facility, environment, worker welfare and others.
- **EBA Hopper.** observation and interview related OHS facility, environment, worker welfare and others.
- **Housing Complex.** Observation of the housing environment, domestic waste management, condition of the house and availability of trash cans, availability of trash cans.
- **Security Post.** Observation and interview related to work procedure, emergency response facility, OHS, worker welfare and supply chain aspect.
- **Weighbridge Station.** Observations and interviews related to work procedures, worker welfare, OHS, environmental and supply chain aspect.
- **Workshop.** Observations and interviews related to work procedures, worker welfare, OHS, and environmental aspects.

- **Water Treatment Plant (WTP).** Observations and interviews related to work procedures, worker welfare, OHS, and environmental aspects.
- **Chemical Storage.** Observations and interviews related to work procedures, work procedures, worker welfare, OHS, and environmental aspects.
- **Material Storage.** Observations and interviews related to work procedures, worker welfare, OHS, PPE stock, and environmental aspects.
- **Oil Storage.** Observations and interviews related to work procedures, worker welfare, OHS, and environmental aspects.
- **Hazardous Waste Temporary Storage.** Observations and interviews related to work procedures, worker welfare, OHS, hazardous toxic and waste stock as well as environmental aspects.
- **Security Post.** Field observations and interviews related to labor and OHS aspects.
- **Weighbridge.** Field observations and interviews related to employment aspects and SCCS.
- **St. Grading.** Field observations and interviews related to aspects of OHS, BMP and Employment.
- **St. Sterilizer.** Field observations and interviews related to aspects of OHS, BMP and Employment.
- **St. Boilers.** Field observations and interviews related to aspects of OHS, BMP and Employment.
- **St. engine room.** Field observations and interviews related to aspects of OHS, BMP and Employment.
- **Simulation Hydrant No. 01** Field observations and interviews related to aspects of OHS, BMP and Employment.

Bulking in Susoh Sub District

- **Bulking Pulau Kayu Susoh.** Observation related CPO Storage at Bulking in Susoh.

Seumanyam Estate

- **Block 74 Division 3 (HGU Pole No. 50).** Observation the conditions and position of legal boundary.
- **Block 73 Division 3 (HGU Pole No. 47 and 49).** Observation the conditions and position of legal boundary.
- **Block 69 Division 3 (HCV – Riparian of Alue Raya River).** Observation of HCV management.
- **Block 59 Division 3 (HCV – Riparian of Alue Rumbia River).** Observation of HCV management.
- **Housing Complex Division II.** Observation of the housing environment, domestic waste management, housing conditions, and interviews with housing occupant representatives.
- **Rinse House Division II.** Observation of availability and condition of rinse houses, adequacy of water and storage places for work tools and PPE for spray workers.
- **Chemical Mixing Place Division II.** Observation of the location of the mixing, the availability of clean water and shower/eye wash, the reservoir for spilled water resulting from mixing of chemicals.
- **Place of Early Childhood Education.** Observation of building conditions, availability of supporting facilities for children's play, interviews with officers.
- **Division II Block 45 Final Waste Disposal Site.** Observation of the type of waste disposed of, the condition of the trash cans, and the potential for contamination around the landfill.
- **Housing Complex Division III.** Observation of the housing environment, domestic waste management, housing conditions, and interviews with housing occupant representatives.
- **Rinse House Division III.** Observation of availability and condition of rinse houses, adequacy of water and storage places for work tools and PPE for spray workers.
- **Place of Mixing Chemicals Division III.** Observation of the location of the mixing, the availability of clean water and shower/eye wash, the reservoir for spilled water resulting from mixing of chemicals
- **Fertilizer Warehouse Division III.** Observation of warehouse conditions, procedures for storing fertilizers, availability of emergency response equipment and interviews with warehouse staff.
- **Place of Early Childhood Education.** Observation of building conditions, availability of supporting facilities for children's play, interviews with officers.
- **Final Division III Block 61 Waste Disposal Site.** Observation of the type of waste disposed of, the condition of the trash cans, and the potential for contamination around the landfill.
- **Harvesting, Block 21 and 22, Division 1.** Observations and interviews related to technical work according to procedures, OHS, worker welfare, and environmental aspects.
- **Harvesting, Block 86 and 87, Division 4.** Observations and interviews related to technical work according to procedures, OHS, worker welfare, and environmental aspects.

	<ul style="list-style-type: none"> • Spraying, Block 61, Division 3. Observations and interviews related to technical work according to procedures, OHS, worker welfare, and environmental aspects. • FFB Transporter, Block 81, Division 4. Observations and interviews related to technical work according to procedures, OHS, worker welfare, and environmental aspects. • Pest Census, Block 87, Division 4. Observations and interviews related to technical work according to procedures, OHS, worker welfare, and environmental aspects. • Immature Area (2022 planting year), Block 48, Division 2. Observations related to the maintenance of immature plantation areas. • Beneficial Plant, in Nursery and Emplacement Area. Observations related to the maintenance of beneficial plants (<i>Turnera subulata</i>). • Barn Owl Box, Block D39. Observations regarding the use of <i>Tyto alba</i> for integrated pest control by the company. • Rat Breeding for Owl Feed. Observations related to the breeding of rats to be used as food for owls.
2.3	Stakeholder Consultation and Stakeholders Contacted
2.3.1	Summary of stakeholder consultation process.
ASA-1.3	<p>Summary of stakeholder consultation process</p> <p>Consultation of stakeholders for PT Socfin Indonesia was held by:</p> <ul style="list-style-type: none"> • Public Notification on website MUTU Website on 24 July 2023. • Public consultation meeting with government institution date on 8 August 2023. • Public consultation meeting with communities (Suka Jadi Village and Serba Guna Village) on 8 August 2023. • Public consultation meeting with internal stakeholders and contractors on 8 August 2023. • Public consultation with non-government organization (WWF, WALHI, Sawit Watch, AMAN) on 28 July 2023. <p>Numbers of input from stakeholders were clarified by PT Socfin Indonesia.</p>
2.3.2	Stakeholder contacted
	<i>Please find appendix 1</i>
2.4	Determining Next Assessment
	The next visit (ASA-1.4) will be conducted eight (8) months to twelve (12) months after date of annual license.

3.0 ASSESSMENT FINDINGS

3.1 Summary of Assessment Report of the RSPO Certification

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

During the assessment, there were No Nonconformity were assigned against Major Compliance Indicator; No Nonconformity were assigned against Minor Compliance Indicator; and three (3) opportunity for improvement were identified.

MUTUAGUNG LESTARI found that Seumanyam POM – PT Socfin Indonesia subsidiary of Socfin SA complied with the requirements of **RSPO Certification Systems for Principles & Criteria and RSPO Independent Smallholder Standard, endorsed by the RSPO Board of Governors on 12 November 2020 and Indonesia National Interpretation of Principles and Criteria for Sustainable Palm Oil Production 2018, endorsed on 20th April 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	<p>Unit of certification has procedure and has appointed person in charge in the requests for information from stakeholders, namely Social Communication Procedure Number SOC/PSM/9.01, Edition 01, Revision 06, Effective date 01 April 2020, prepared by General Staff, Inspected by Head of General Affairs, Approved by General Manager and Principal Director. This procedure applies to the handling of information, aspirations, consultation and communication between the company and its stakeholders. Based on this procedure, there are several documents that can be accessed by the public, for example, Cultivation Rights Certificate, Occupational health and safety plan, Documents of environmental impact assessment (AMDAL) and social impact assessment (SIA), Pollution prevention and reduction plan, Negotiation procedure, Continual improvement program, Summary of certification assessment report, Human Rights Policy, Company policy and Code of conduct for workers and suppliers.</p> <p>The unit of certification also has a website that can be accessed by the public via https://www.socfindo.co.id, including Company policy, Socfindo's sustainability policy, Ethical policy, Quality policy, Sustainability Report and Socfindo Conservation Mission, etc. Based on interviews with the local government agencies as well as village community representatives of Nagan Raya Regency revealed that the company had conducted socialization to the agency, this was evidenced by the Environmental Agency knowing the mechanism for requesting information from the company.</p>
1.1.2	<p>Companies can show records of providing information to relevant agencies in the form of routine reports, for example:</p> <ul style="list-style-type: none"> • Plantation progress report (LPUP) of PT Socfin Indonesia (Seumanyam Estate) period of Semester I of 2023 has been sent to Plantation Agency of Nagan Raya District on 7 July 2023. • HGU utilization report of PT Socfin Indonesia (Seumanyam Estate) for the period of 2023 has been sent to Land Agency of Nagan Raya District on 7 July 2023. • Electronic Receipt ID TTE 1673061391-8, period 01 July to 31 December 2023, Environmental Management and Monitoring Plan Report, Semester II 2022, Status REPORTED.

- Electronic Receipt ID TTE 1690551019-8, period 01 January to 30 June 2023, Environmental Management and Monitoring Plan Report, Semester I 2023, Status REPORTED.
- Electronic Receipt ID TTE 1690551078-8 for the period April 1 to June 30, 2023, Water Pollution Control Report with REPORTED status.
- Electronic Receipt ID TTE 1682562025-8 for the period January 1 to March 31, 2023, Water Pollution Control Report and Hazardous Toxic Waste Management Report with REPORTED status.
- Electronic Receipt ID TTE 1682385808-2175 for the first quarter period (January 01 to March 31, 2023), Hazardous Toxic Waste Management Report with REPORTED status.
- Introduction List No. 025/SY/IV/2023, April 20, 2023, Report on Monitoring and Measurement of Liquid Waste and B3 Waste for the period January to March 2023, to the Nagan Raya District Environmental Office, received April 25, 2023.
- Report on P2K3 activities reported to the Head of the Manpower and Transmigration Office of Nagan Raya Regency for the period January - March 2023 with document number SY/X/Bi/166A/2023 which was sent on April 12, 2023.
- Employment Report (W/LTK) for workers of PT Socfin Indonesia Kebun Seumanyam with reporting number 23662.20220810.0001 on August 10, 2022, and must report back on August 10th, 2023.
- Letter Number 500.15.12.2/7/DISNAKERTRANS-NR/2023 dated March 28th, 2023, concerning evidence of PKWT registration for PT Socfindo Perkebunan Seumanyam for a total of 55 harvest workers at the Manpower and Transmigration Office of Nagan Raya Regency. The work agreement letter is valid for 4 months from March 1st to June 30th, 2023.
- Letter Number 500.15.12.2/13/DISNAKERTRANS-NR/2023 dated 13 June 2023 concerning proof of registration of PKWT PT Socfindo Perkebunan Seumanyam for a total of 49 harvest workers at the Manpower and Transmigration Office of Nagan Raya Regency. The work agreement is valid for 3 months and 9 days from May 23rd to August 31st, 2023.
- Letter Number 500.15.12.2/16/DISNAKERTRANS-NR/2023 dated 26 July 2023 concerning proof of registration of PKWT PT Socfindo Perkebunan Seumanyam for a total of 45 harvest workers at the Manpower and Transmigration Office of Nagan Raya Regency. The work agreement is valid for 2 months from July 1st to August 31st, 2023.
- Letter Number 500.15.12.2/17/DISNAKERTRANS-NR/2023 dated 26 July 2023 concerning proof of registration of the PKWT of the Dura Employee Cooperative PT Socfindo Perkebunan Seumanyam for 99 plant maintenance workers at the Manpower and Transmigration Office of Nagan Raya Regency. The work agreement of PKWT is valid for 1 year.

1.1.3

Unit of certification has a SOP for communication and consultation to stakeholders in document Number SOC/PSM/9.01, Issue 01, Revision 06, Effective Date 01 April 2020, as approved by the General Manager and Principal Director. The document describes the mechanism regarding requests for information and responses provided by the company to all stakeholders.

Unit of certification shows incoming and outgoing mail records/logbooks in 2022 and 2023, it is known that several incoming letters were recorded from stakeholders around the company such as villages, sub-districts, schools, *Koramil*, *Kapolres*, *SPSI*, etc. The following is an example of an incoming letter from a stakeholder and a response from the company, for example:

- Letter Number 143/SKJ/DM/NR/III/2022 dated December 14th, 2022, regarding requests for clean water assistance for the needs of misfortune (family members died) residents of Gampong Verdi, Sukajadi Village. The Company has responded to this request on December 15th, 2022.
- Letter number 303/SDK/DM/NR/VII/2023 dated July 3rd, 2023, regarding the application for PMT funding for the month of June for the Simpang Deli Village refinery. This request was responded to by the Company on July 5th, 2023, which was stated in the minutes of the handover of PT Socfindo's CSR assistance to the Simpang Deli Village government.

1.1.4

Records of requests for information from internal and external stakeholders along with their responses are presented in Internal and External Complaint Monitoring Records of 2022 and 2023, which informs, among other things, the record number, date of entry of requests for information, address information requester, recipient, description of communication, type of communication, description of response/response, date of response, as well as information regarding other records.

Based on the results of the document review, it is known that over the past year there have been no complaints from

stakeholders around the company. The consultation procedure has been explained to all relevant stakeholders by the appointed management representative. The results of interviews with stakeholders, for example with related offices in Nagan Raya District, obtained information that the offices already know accessible information and communication procedures to obtain information from companies. The offices stated that there were no problems in communicating with company representatives. In addition, the unit of certification has routinely provided information in the form of mandatory reporting to the offices.

1.1.5

Unit of certification shows list of stakeholders consisting of legal entities, indigenous peoples, local communities, workers' organizations, smallholders, FFB suppliers, and independent services, and NGOs. The documents contain a list of names, types of relevant stakeholders, and stakeholder contacts. The following is a summary of the contents of list stakeholder in PT Socfin Indonesia for Seumanyam POM and Seumanyam estate units, namely:

- Legal Entities: 16, consisting of government agencies (Provincial/District government offices, Police, Natural Resource Conservation Center, etc.)
- Local Communities: 15, consisting of Village representative.
- Workers' Organizations: 4, consisting of representative of labor union, gender committee, integrated healthcare center, etc.
- Contractors: 5, consisting of labor service contractor, CPO and PK transporter, etc.
- Local NGOs.

The address and contact number of each stakeholder representative is available. Based on sampling for interviews with stakeholders referring to the stakeholder list document, it can be concluded that all contacts listed in the document are still active and in accordance with the data provided.

Status: Comply

1.2

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

1.2.1

The unit of certification has a policy for acting ethically, which is implemented in all business operations and transactions listed in:

- Socfin Group Responsible Management Policy. In Point 6 of the policy it is explained about Transparency which states that "We Prohibit All Forms of Corruption".
- Employee & Company Code of Ethics Policy.
- Supplier Code of Conduct Policy.

The application of the code of ethics has also been carried out to third parties and is stated in the cooperation contract. For example, in the contractor's work contract there is a clause stating that "the second party (contractor) understands the policies of PT Socfin Indonesia and the code of ethics for workers and contractors which can be accessed at www.socfindo.co.id (<https://www.socfindo.co.id/sustainability#a3>)"

Socialization related to this policy has been carried out in each factory and plantation unit.

- Socialization of the company's code of ethics on July 24th, 2023 in division II, which was attended by 10 workers
 - Socialization of the company's code of ethics on May 15th, 2023 in division III which was attended by 16 workers
 - Socialization of the company's code of ethics on July 10th, 2023 in division I which was attended by 19 workers
 - Socialization of the company's code of ethics on July 26th, 2023 in division IV which was attended by 28 workers
 - Socialization of the company's code of ethics on April 27th, 2023 in the mill unit which was attended by 56 workers
- As proof of implementation, when the auditors conducted interviews and field visits to all workers in the plantation and factory units, they already understood the code of conduct policies that apply in the company. This socialization has also been carried out to external stakeholders, for example when making/renewing/signing work contracts.

Based on interviews with employees, representatives of internal and external stakeholders, it is known that the policy has been understood and implemented in all business operations and transactions, including recruitment and contracts.

1.2.2

The unit of certification has a mechanism to monitor compliance and the implementation of ethical business policies and practices through inspection and evaluation of compliance. For example, conducting regular internal audits to ensure operational units comply with policies and SOPs. Certification unit showed the Internal Audit Guidelines No. SOC/PSM/11.01 edition 01 revision 00 dated August 1st, 2016. Based on these guidelines, it is informed that audit activities are carried out annually. The scope of the internal audit is the compliance of each unit in the plantation and factory with all aspects contained in the RSPO P&C such as aspects of employment, environment, BMP and other aspects. The last internal audit was carried out on July 10th – 13th, 2023, there were 6 non-compliances that were fulfilled on August 1st, 2023.

Based on the results of interviews with workers in mill and estate units, information was obtained that they knew about the company's policies to respect human rights and commitment to ethical behavior in all work operations. In addition, interviews with representatives of local contractors revealed that the policy had been socialized at the time the contract was drawn up.

Status: Comply

PRINCIPLE #2 OPERATE LEGALLY AND RESPECT RIGHTS
2.1

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

2.1.1

The company has list of regulations of 2023 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

The company shown evidences over its compliance toward the applicable regulation related to the aspects of land legality such as Plantation Business Registration Letter number HK.350/829/DJ.Bun.5/XI/2001 on behalf of PT Socfin Indonesia dated November 23, 2001 by the Directorate General of Plantation Production Development with an area of 717.17 ha; 3,395 ha and 360.5 ha of oil palm species, with a permit capacity of 45 tons of FFB/hour and an installed capacity of 23 tons of FFB/hour, located in Darul Makmur District, Aceh Barat Regency, Aceh Province.

The area operational that managed by Seumanyam Estate - PT Socfin Indonesia covers an area of **4,446.63 Ha**, located in Nagan Raya District, Aceh Province. The certificate holder already has land use title from related agencies, here's the detail:

- Decree of the Minister of State for Agrarian Affairs/Head of the National Land Agency Number 14/HGU/BPN/98 concerning the Granting of HGU located in Aceh Barat District, Special Region of Aceh Province covering an area of 360.5 ha dated April 13, 1998, is valid for 30 years (2028). Then issued HGU Certificate No. 30 dated June 23, 1998, from the National Land Agency (BPN) of West Aceh Regency, valid for 30 years until June 21, 2028, covering an area of **360.5 Ha**.
 - Decree of the Minister of State for Agrarian Affairs/Head of the National Land Agency number 147/HGU/BPN/97 located in Aceh Barat Regency, Special Region of Aceh Province covering an area of 3,395.23 ha, valid from 27 November 1997 for 25 years. Then issued HGU Certificate No. 29 dated March 5, 1998, from the National Land Agency of Aceh Barat, valid for 25 years until January 1, 2024, covering an area of **3,395.23 Ha**. The company are encouraged to ensure that the process of obtaining HGU certificates which will expire in January 2024 to the relevant agencies can run positively.
- OFI**
- Decree of the Minister of State for Agrarian Affairs/Head of the National Land Agency number 30/HGU/KEM-ATR/BPN/2016 located in Nagan Raya Regency, Aceh Province covering an area of 690.9 ha dated June 6, 2016, is valid for 25 years. Then issued HGU Certificate No. 6 dated 7 September 2016 from the Land Agency of Nagan Raya Regency valid until 7 September 2041 with an area of **690.9 ha**.

Environment:

- Approval of the Revision of the Environmental Management Plan and Environmental Monitoring Plan (RKL/RPL) dated 16 January 2006 Number 660.072/413.B/LKP/2006 from the Office of the Environment, Cleaning and Fire Department of Nagan Raya Regency. Area: 4,457.48 Ha with a factory capacity of 23 tons of FFB/hour.
- Hazardous waste store permit in accordance with the Head of the Investment and Integrated Service Office of Nagan Raya Regency decree number 503.10/00/2019 dated 10 January 2019 valid until 10 January 2024.

- Surface water utilization permit from Ministry of public works and people's housing number 385/KPTS/M/2019 dated 25 April 2019 valid until 25 April 2024.
- Effluent discharge permit in accordance with the Head of the Investment and Integrated Service Office of Nagan Raya Regency decree number 503.11/00/2019 dated 10 January 2019 valid until 10 January 2024.
- Implementation of environmental management and monitoring, hazardous waste management and liquid waste management, has been reported to government agencies with detailed evidence in 1.1.2.

OHS Aspect:

Report on P2K3 activities reported to the Head of the Manpower and Transmigration Office of Nagan Raya Regency for the period January - March 2023 with document number SY/X/Bi/166A/2023 which was sent on April 12, 2023.

Compliance with Manpower Regulation

Certification unit in general has complied with manpower regulation, including:

- The company has complied with the implementation of minimum wages for all employees in accordance with applicable regional regulations (Decree of the Governor of Aceh concerning Determination of the Minimum Wage for the Province of Aceh for 2023).
- Overtime pay for workers in accordance with Government Regulation Number 35 of 2021.
- Implementation of the structure and scale of wages for all levels of workers in accordance with Government Regulation Number 36 of 2021.
- All employees have been registered in *BPJS Ketenagakerjaan* and *BPJS Kesehatan* social security.

2.1.2

Procedure of legal requirement which presented in document SOC/PSM/4.05, edition 01 revision 08, dated 15 May 2017 mentioned that sustainability officer has responsibility to arranged and monitored legal related laws and/or regulation. The procedure mentioned that in order to monitor and update of laws and/or regulations, the sustainability officer required to actively check and make coordination with Government Agencies or Institutions.

The unit of certification has shown a document listing regulations for the 2023 period that are applied in the company's operational area. The document describes several lists of regulations related to legal aspects, BMP, and the environment. OHS, employment, social and others. With this list of regulations, the company can ensure that all ratified local, national and international legal regulations are implemented and complied with by all parties to plantation activities. The list of regulations applies not only to corporate units, but also to all contractors, suppliers and stakeholders who have a relationship with the company, both operationally and those affected. For example, compliance with the latest labor regulations, such as the provision of wages to workers in accordance with the Decree of the Governor of Aceh concerning Determination of the Minimum Wage for the Province of Aceh for 2023.

2.1.3

Procedure of legal boundary stakes monitoring, and maintenance is presented in document No. SOC/PSM/4.12, revision 6 dated 1 September 2021. Procedure mentioned that maintenance was carried out by officer appointed by Assistant. Monitoring the boundaries of the HGU is done every month.

The company shows the HGU stake monitoring document which is carried out every month. The last HGU stake monitoring was carried out in August 2023 at Seumanyam Estate. The report on the inspection and maintenance of the boundary stakes has provided complete information regarding the number of stakes, the state of the stakes, the location of the stakes, the coordinates of the 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.

Based on field observations to several samples of HGU stakes determined by the auditors, namely Seumanyam Estate (Stakes No. 50, 49 and 47), it is concluded that all HGU stakes are in place according to their coordinates and are in good condition. 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.

Status: Comply

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

The unit of certification maintains a register of contractors stating the contractor's name, address, telephone number, job description and others. The contractor contacted by the auditor team during the audit activity complies with the information listed in the list of stakeholders. All stakeholders who have a cooperative relationship with the company have also been recorded in the document, such as CPO and PK transporters, hazardous waste transportation, labor service contractor, etc. The unit of certification has shown a list of contractors for the 2023 period, which is as follows:

- Koperasi Dura (Plant Maintenance Contractor/labor service contractor)
- PT Amindy Barokah (Hazardous Waste Transportation)
- PT Putra Kelapa Gading Indah (CPO Transport Contractor)
- CV Jingga Mandiri (PK Transport Contractor)
- PT Pancaran Maritim Transportindo (CPO Transport Contractor).

Based on document verification and interviews with management representatives, it is known that the company already has an up-to-date list of contractors and all contractors who work with the company are in accordance with current conditions.

The unit of certification also shows examples of work contract documents with third parties, for example cooperation contract Number PD-GM/X/447/2022 dated 12 October 2022 between PT Socfin Indonesia and PT Putra Kelapa Gading Indah for the work of transporting palm oil (CPO) from Seumanyam POM to bulking Pulau Susoh Island. The work agreement is valid from September 3rd, 2022, to December 31st, 2023. The displayed work agreement document contains unit certification information including name acting as management representative and company address, contractor information in the form of representative name and contractor address, rights and obligations of the company/contractor unit, term of work agreement, work location, payment, sanctions and dispute resolution, etc.

2.2.2

The unit of certification shows the work agreement document with the contractor. In the cooperation contract it is explained that there is an article which stipulates that the contractor is obliged to follow the labor laws that apply in Indonesia. For example, the cooperation agreement document Number SY/SPK/031/Bi/VI/2023 dated June 2, 2023, between PT Socfin Indonesia and the Dura Employee Cooperative for plant care workers. The document explains that the second party must comply with applicable labor regulations, such as wages for contractor workers, prohibition on the use of underage workers, provision of work facilities, compensation for work accidents, etc.

The unit of certification also shows the implementation of compliance with labor regulations by contractors, for example:

Work Agreement Letter of contractor worker:

- Work agreement letter dated 24 July 2023 between worker with initial AB and PT Putra Kelapa Gading Indah for the work of transporting palm oil from Seumanyam POM to Pulau Kayu Susoh.
- Work agreement letter for July 2023 between worker with initial of SM and CV Jingga Mandiri for the work of transporting palm kernel oil.
- Work agreement letter Number SY/PKWT/230/VII/2023 dated 1 July 2023 between worker with initial LGM who was assigned to the Koperasi Karyawan Dura PT Socfin Indonesia.

Proof of payment for BPJS Ketenagakerjaan for contractor workers:

- Proof of payment for *BPJS Ketenagakerjaan* for the July 2023 period for 4 workers at PT Putra Kelapa Gading Indah on July 27th, 2023.
- Proof of payment for *BPJS Ketenagakerjaan* for the July 2023 period for 3 employees of CV Jingga Mandiri on July 20th, 2023.
- Proof of payment for *BPJS Ketenagakerjaan* for the July 2023 period for 95 Koperasi Karyawan Dura workers on July 31st, 2023.

Proof of BPJS Health payment for contractor workers:

- Evidence of participation in the *BPJS Kesehatan* program provided by a third party, namely in the form of a Healthy Indonesia Card for 4 workers at PT Putra Kelapa Gading Indah.

- Evidence of participation in the *BPJS Kesehatan* program shown by a third party, namely in the form of Healthy Indonesia Cards for 3 employees of CV Jingga Mandiri.
- Proof of payment for *BPJS Kesehatan* for the period of July 2023 for 95 Koperasi Karyawan Dura workers on July 31st, 2023.

Contractor's salary slip:

- Salary slips for contractor workers of PT Putra Kelapa Gading Indah for July 2023 with initial MHMD (CPO transport driver) who received a salary of IDR 3,550,000 consisting of a basic salary component of IDR 3,172,270 and a consumption allowance of IDR 377,730.
- Salary slips for contractor workers of CV Jingga Mandiri for July 2023 with initial of HRDI (PK transport driver) who received a salary of IDR 3,413,666 consisting of a basic salary component of IDR 2,700,000, a position allowance of 300,000 and a consumption allowance of IDR 413,666.
- Salary slips for 95 workers of Koperasi Karyawan Dura for July 2023 who have earned a basic wage in accordance with the minimum wage provisions in force in Aceh Province.

Based on the results of interviews with contractors (CV Jingga Mandiri), information was obtained that once a year the certification unit has carried out socialization related to OHS, compliance with labor regulations, environmental management, etc., to contractors and contractor workers. In addition, contractor management representatives routinely carry out outreach to their workers to discuss the implementation of safe working methods and labor rights. As a form of compliance with applicable policies, the unit of certification also conducts work evaluations for contractors in the company's operational area regarding compliance with applicable laws and regulations in Indonesia.

Based on the description above, the unit of certification has its own clause regarding the fulfillment of relevant legal obligations and can be proven by the third party concerned.

2.2.3

In the work agreement document with the contractor, it has been explained regarding compliance with applicable labor laws. For example:

- The second party is prohibited from employing minors (<18 years).
- The second party is prohibited from discriminating (religion, race, gender, national origin, disability, caste, union membership, political affiliation and age).
- The second party protects the reproductive rights of its workers.
- The second party complies with the prohibition of forced labor and human trafficking.
- The second party must prevent sexual harassment, violence and persecution.
- The second party pays a decent wage, at least according to government regulations and may not withhold wages.
- Second parties are required to provide health insurance and work safety insurance (*JKK*) and death insurance (*JKM*) by registering their workers with *BPJS Kesehatan* and *BPJS Ketenagakerjaan*.
- The second party is obliged to provide PPE and work safety equipment needed by workers.

Then, based on interviews with the contractor, it is known that the contractor's representative can explain some of the prohibitions in accordance with labor laws such as the prohibition on the use of underage labor, forced labor and human trafficking.

As a form of compliance with the implementation of the clause contained in the work agreement, the certification unit evaluates the performance of the contractor once a year. The criteria assessed in the evaluation are PPE, operational license, worker ethics, quality of workers, use/management of chemicals, work tools and zero burning. The unit of certification shows the evaluation documents of all contractors who have a cooperative relationship with the company and from these results it is known that all contractors received a good score so that the unit of certification recommended that it be included again in the next work.

From the explanation above, it can be concluded that all contracts have their own clauses that prohibit practices involving child labor, forced labor, and workers from human trafficking.

Status: Comply

2.3
All FFB supplies from outside of the unit of certification are from legal sources.
2.3.1

Same with previous audit, the certification unit accepts fruit only from its own plantation and applies the IP system, where all fruit received is certified fruit. FFB originating is only supplied from one plantation, namely Seumanyam Estate owned by PT Socfin Indonesia.

Based on the description above, information regarding the legality of FFB sources from outside parties is not needed because all processed FFB sources come from their own estate that have been RSPO certified. From This explanation, we can conclude that there was no additional information needed about direct-outside FFB Supplier

2.3.2

Same with previous audit, the certification unit accepts fruit only from its own plantation and applies the IP system, where all fruit received is certified fruit. FFB originating is only supplied from one plantation, namely Seumanyam Estate owned by PT Socfin Indonesia.

Based on the description above, information regarding the legality of FFB sources from outside parties is not needed because all processed FFB sources come from their own estate that have been RSPO certified. From This explanation, we can conclude that there was no additional information needed about direct-outside FFB Supplier.

Status: Comply

PRINCIPLE #3 OPTIMISE PRODUCTIVITY, EFFICIENCY, POSITIVE IMPACTS AND RESILIENCE
3.1
There is an implemented management plan for the unit of certification that aims to achieve long-term economic and financial viability.
3.1.1

The company has a long-term corporate plan document for the period 2021-2025 which was approved by the General Manager in Medan on September 23, 2020, the long-term plan explains:

- Introduction
- Company history
- Business activities
- Vision and mission
- Company policy
- Sustainability
- Human Resources
- Long Term Plan 2021-2025
- Appendices.

The company has also conducted an annual review of the stipulated long-term plan documents contained in the PT Socfin Indonesia Perkebunan Seumanyam Oil Palm Plantation Report document semester I which was signed on January 17, 2023.

Based on this explanation, the company already has a documented management plan.

3.1.2

The company already has a replanting planning document which is contained in the proposed document for the 5-year rejuvenation plan of the Seumanyam Plantation (2022 - 2026) which was stipulated on May 24, 2022.

The company can also show a replanting plan in 2022, for example with oil palm planted in 1996, it will be replanted with a principal amount of 1929 division 01 at the 1996 block location.

In addition, the company also has an annual review document of the work progress of the 2022 replanting program which was set for January 1, 2022, in a 95.92 hectare total land area. The following is the realization of replanting activities:

- Block 29 covering an area of 14.77 Ha.

- Block 41 with an area of 47.51 Ha
- Block 48 with an area of 33.64 Ha

Based on this explanation, the company has an annual program for replanting which is reviewed annually.

3.1.3

The company already has a Management System Internal Audit report document for the audit activity period 10 – 13 July 2023 which includes RSPO, ISPO, SCCS Audits carried out by the Lead Auditor (EKN initials) and Auditor (FB initials). From the audit activity there were 6 RSPO non-conformances which had been approved by the Assistant Head and signed by the management.

The company has carried out a management review which was held on July 13, 2023 and was attended by 9 people, while the review discussed, among others:

- All internal findings in 2023 have been followed up
- RSPO external audit found no NC and 2 OFI and ensured no recurrence
- GHG mitigation has reached the target and is still maintaining it.
- Maintenance of HCV boundary markers has been carried out and 100% of HCV markers have been installed and it is confirmed that the HCV markers can be seen clearly
- In 2022 there will be 4 cases of work accidents and workers who have work accidents will be subject to drug tests

Based on this explanation, the company has conducted an internal audit and has been reviewed by management.

Status: Comply	
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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 management unit has developed and implemented an action plan for continuous improvement, and it is implemented, based on consideration of the main social and environmental impacts and opportunities of the unit of certification, such as:

- 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.
- Management and monitoring of fires in company border areas that benefit the community.
- The use of renewable fuels and the use of fertilizers and pesticides are in accordance with the recommendations to reduce the use of fossil fuels.

There are no new issues related to sustainable action plans, in the environmental and social fields the activities carried out are in the form of:

- Monitoring the quality of water, air and wastewater every 6 months
- Utilization of solid waste in the form of shells and fiber as a substitute for soil fuel, which is used for boiler fuel
- Providing access to the community to utilize garden resources as a source of livelihood and food for villagers and employees with outputs to improve community welfare and livelihoods, including:
 - Empty mushroom buns (5-30 people)
 - Fish in the garden block (20 – 45 people)
 - Palm Lidi (15-25 people)
 - Palm fronds (5-10 people)
 - Grass for livestock (10-30 people)
 - Ferns (15-25 people).

3.2.2

According to facts and data in company record documents, such as the number of workers, production areas to work accident records, the amount of fresh water used for processing FFB and others.

Based on the explanation above, it is known that the certification unit has carried out a monitoring and continuous improvement process, through an annual report submitted to the RSPO Secretariat using the RSPO Metrics Template.

Status: Comply

3.3

Operating procedures are appropriately documented, consistently implemented and monitored.

3.3.1

The mill and estate have Standard Operating Procedures (SOPs) that covers all aspects of oil palm planting and management as documented on master list document which contains the following SOPs that cover all estate operations such as Nursery Practice, Land Clearing, Preparation and Planting, Soil Conservation and Terracing, Road Construction and Maintenance, Establishment and Maintenance of Legume Covers, Planting Density and Planting Technique, Palm Replacement During Immaturity and Supplying, Upkeep of Immature Oil Palms, Upkeep of Mature Oil Palms, Pests & Diseases, Manuring, EFB Application, Harvesting, Bunch Census and Palm Thinning etc.

The Oil Mill has SOPs covering all mill operations such as FFB purchase, FFB receipt, weighbridge activity, FFB Grading, Sterilization Station, Press Station, Threshing Station, Oil Room, Kernel Plant, Laboratory, CPO & PK Des- patch, Engine Room, Boiler Room, Electrical, Workshop as well as Raw and Boiler Water Treatment Plant, hazardous waste handling, OHS procedure, tank farm procedure, internal audit procedure, management review procedure, etc.

The company can show that the procedure has been understood by the workers, for example, based on the results of field observations at the harvesting activity in Seumanyam Estate, it is known that the workers have understood good harvesting procedures and harvest criteria. In addition, based on the results of field observations of sorting activities at Seumanyam POM, it is known that workers already know the sorting criteria and work using appropriate PPE.

3.3.2

Mechanisms to ensure all SOPs, IK and evidence of their implementation or records are carried out through monitoring:

- Document Control Procedure number: SOC/PSM/4.02
- Record Control Procedure number: SOC/PSM/4.03
- Implementation of Internal Audit and Management Review
- The company has also personally made periodic visits from the staff of the Seumanyam and Seunagan Estate Plants Section. And the findings will be made a resume report on the consistency of the application of recording SOP and IK reports in the field.

3.3.3

The company already has a Management System Internal Audit report document for the audit activity period 10 – 13 July 2023 which includes RSPO, ISPO, SCCS Audits carried out by the Lead Auditor (EKN initials) and Auditor (FB initials). From the audit activity there were 6 RSPO non-conformances which had been approved by the Assistant Head and signed by the management.

The company has carried out a management review which was held on July 13, 2023 and was attended by 9 people, while the review discussed, among others:

- All internal findings in 2023 have been followed up
- RSPO external audit found no NC and 2 OFI and ensured no recurrence
- GHG mitigation has reached the target and is still maintaining it.
- Maintenance of HCV boundary markers has been carried out and 100% of HCV markers have been installed and it is confirmed that the HCV markers can be seen clearly
- In 2022 there will be 4 cases of work accidents and workers who have work accidents will be subject to drug tests.

Based on this explanation, the company has conducted an internal audit and has been reviewed by management.

Status: Comply

3.4

A comprehensive Social and Environmental Impact Assessment (SEIA) is undertaken prior to new plantings or operations, and a social and environmental management and monitoring plan is implemented and regularly updated in ongoing operations.

3.4.1

The company has an Environmental Document and Social Document, among others :

Presentation of Environmental Evaluation of PT Socfindo Seunagan Estate and Seumanyam Estate with approval from the Indonesian Ministry of Agriculture's AMDAL Central Commission No 1218/AMDAL/I/1994 dated January 31, 1994. with an area of 4,479.93 Ha Seunagan Estates and 4,615.69 Ha Seumanyam Estates, 20 Ton capacity palm oil mills FFB/hour was established in 1937. Approval of the Ministry of Agriculture of the Republic of Indonesia Number C220/475/B/III/1994 dated 17 March 1994.

Approval of the Revised Environmental Management Plan and Environmental Monitoring Plan (RKL/RPL) dated 16 January 2006 Number 660.072/413.B/LKP/2006 from the Office of Environment, Cleaning and Fire Extinguishers of Nagan Raya Regency. Area: 4,457.48 Ha with a factory capacity of 23 tons of FFB/hour.

Parameters of the Environmental Impact Management/Monitor Plan:

Effluent discharge permit in accordance with the Head of the Investment and Integrated Service Office of Nagan Raya Regency decree number 503.11/00/2019 dated 10 January 2019 valid until 10 January 2024, based on Recommendation for Liquid Waste Disposal Permit (IPLC), number 660/252 /DLH/IV/2018 April 24, 2018, with one of the changes in information is the addition of WWTP Volume.

The revision of the Social Impact Assessment was carried out from May to August 2020 was carried out in a participatory manner with internal and external stakeholders. Impact assessment of all planned Main activities including replanting, crop maintenance, use of pesticides and fertilizers, factory operations, roads, drainage and irrigation systems and infrastructure.

3.4.2

The plan for monitoring and managing the environment, including the management and monitoring of social impacts, is detailed in the Revised Environmental Management Plan document and the Revised Environmental Monitoring Plan document. This document has been approved by the Office for Environment, Cleaning and Fire, Nagan Raya Regency Government, Number: 660.072/413-B/LKP/2006, dated 16 January 2006. The form of environmental management and monitoring activities is as follows:

1. Air quality and emissions, with a monitoring plan every 6 months
2. High noise level, with a monitoring plan every 6 months
3. Waste: for liquid waste, monitoring of the quality of liquid waste is carried out every 1 month and waste management by processing it at WWTP
4. Groundwater quality, well water is tested every 6 months
5. Surface water quality, river water testing is carried out every 6 months
6. Household waste, provision of trash bins in residential areas and final disposal sites for each Division
7. Hazardous waste: for B3 waste, management is carried out continuously and reporting and submission of hazardous waste is carried out every 3 months
8. Job opportunities: provide information to Village officials on every job opening
9. Community Perception: a questionnaire activity was conducted to poll the opinions of local villagers
10. Health Community: monitoring disease trends through company clinics and health education as well as cooperation with the nearest health center.

Meanwhile, for social impact management, an update was carried out to obtain information on criticism and suggestions from the public, by distributing questionnaires in May 2023. With 91 correspondents, representatives from the villages of Suka Jadi, Sido Jadi, Pulo Tengah, Alue Getah, Serba Jadi, Suka Rame etc. Then it is stated in the 2022 Social Impact Management Revision Document, and a review of the implementation is carried out which is contained in the 2022 Seumanyam Estate Social Impact Management Program Evaluation report, July 2023.

For the CSR program as one of the activities carried out for social impact management, it is carried out in a participatory manner, with evidence including: Minutes of Determination of Commitments for the Amount of TJSPL/CSR Funds for 2022.

Number 050/237.7/2022, dated August 2, 2022, regarding deliberations on Plans Development of CSR Implementation in 2022. Attended by Representatives of the Nagan Raya Regency Government, Heads of Villages Around the area of each Company.

3.4.3

The Certification Unit shows the implementation documents of the Environmental and Social Management and Monitoring Plan, as follows:

The company shows the RKL-RPL Report documents for Semester II of 2022 and Semester I of 2023.

Activities for implementing the environmental monitoring and management plan are updated every 6 months including monitoring environmental quality (waste, water and air), involving the KAN LP-389-IDN accredited environmental testing laboratory.

The report mentioned above has been reported to the Government Agency with proof of submission of the detailed report in 1.1.2.

Meanwhile, for social impact management, an update was carried out to obtain information on criticism and suggestions from the public, by distributing questionnaires in May 2023. With 91 correspondents, representatives from the villages of Suka Jadi, Sido Jadi, Pulo Tengah, Alue Getah, Kilang Deli, Serba Jadi, Ladang Baro, Suka Rame etc. Then it is stated in the 2022 Social Impact Management Revision Document, and an implementation review is carried out which is contained in the 2022 Seumanyam Estate Social Impact Management Program Evaluation report, July 2023.

With an example implementation as follows:

- Minutes of Determination of Commitments for the Amount of TJSLP/CSR Funds for 2022. Number 050/237.7/2022, dated August 2, 2022, concerning deliberations on the 2022 CSR Implementation Development Plan. Attended by Representatives of the Nagan Raya District Government, Heads of Villages Around their respective areas Company
- Minutes of Determination of TJSLP/CSR Fund Amount Commitment for 2023. Number 540/103/2022, December 7, 2022, carried out based on the invitation of the Regent of Nagan Raya Number: 005/537/2022, November 24, 2022, regarding the determination of TJSLP Fund commitments /CSR 2023. Attended by Representatives of the Nagan Raya Regency Government, Heads of Villages Around the area of each company, the meeting agreed on the amount of CSR funds and the CSR program implementation system, namely:

Status: Comply

3.5

A system for managing human resources is in place.

3.5.1

The unit of certification has procedures for recruitment, promotion, retirement and termination of workers listed in:

- Procedure for Hiring *KHT* Estate Workers Number SOC/PSM/6.01.01 Edition 1 Revision 3 which took effect on 20 February 2020.
- Procedure for Promotion, Transfer and Demotion Number SOC/PSM/6.14 Edition 1 which took effect on 17 October 2016.
- In addition, the unit of certification has a Collective Labor Agreement (CLA) for the 2022 – 2024 period. This document explains all regulatory aspects related to employment, such as: requirements for recruitment, promotion, retirement, termination of employment, and other provisions.

The three procedures above explain that in responsible employment practices, companies prohibit the practice of charging recruitment fees and withholding identity documents, provide employment contracts in a language that all workers can understand, and provide equal opportunities for all workers without discrimination at all stages of the employment relationship.

3.5.2

The unit of certification always documents all labor procedures that have been carried out properly such as recruitment, promotion, performance appraisal, and others. Following are some examples of labor procedures that have been implemented and well documented by the company, for example:

- Recruitment of workers in the Seumanyam Estate unit: Workers with the initials RM were accepted to work as harvester with *PKWT* status (contract worker) on July 1st, 2023, with work agreement letter Number SY/X/PKWT/Bi/281/2. These workers have gone through the stages of recruitment according to the applicable procedures, namely administrative selection, medical examinations and interviews. At the worker recruitment stage, the certification unit also shows supporting evidence documents that have provided 1 (one) copy of the work agreement document to the worker. This is indicated in the receipt document for submission of a copy of the work agreement letter. Based on the results of interviews with sampling workers in the plantation and factory units, information was obtained that the certification unit had provided copies of the work agreement letter documents and did not withhold documents or collect fees during the worker recruitment process.
- Promotional documents for workers with initial of TH (harvest supervisor) on January 21st, 2023, who were promoted to class I/2 so that their basic wages increased to IDR 3,326,100.
- Retirement of worker:
 - Letter number UM/SY/Bi/2225/22 dated 25 July 2023 concerning Determination and Provision of Services at the End of Service Period for workers with initial SI. who are entering retirement age (55 years) with a total working period of 27 years and 2 months. Workers have received retirement benefits on July 31st, 2022, the calculation of which is in accordance with PP 35 of 2021.
 - Letter number UM/SY/Bi/1622/23 dated 25 July 2023 concerning Determination and Provision of Services at the End of Service Period for workers with initial BKT who are entering retirement age (55 years) with a total service period of 30 years 1 month. Employees have received retirement benefits on July 31st, 2023, the calculation of which is in accordance with PP 35 of 2021.

The explanation above proves that the unit of certification has implemented work procedures properly and documented for each employee.

Status: Comply

3.6

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

3.6.1

The company can show documentation of risk assessment and identify K3 problems in plantation units and factories listed in the document listing important environmental and K3 aspects as well as mitigation plans listed in the document controlling important environmental and K3 aspects which explain the types of important environmental and K3 aspects, significant impacts, as well as the control hierarchy including: elimination, substitution, engineering, administration and PPE. The document was last reviewed January 05, 2023.

3.6.2

The company already has a P2K3 activity report that was reported to the Head of the Nagan Raya Regency Manpower and Transmigration Office for the period January - March 2023 with document number SY/X/Bi/166A/2023 which was sent on April 12, 2023.

In addition, the company also has documentation of P2K3 meeting activities which were held on June 2, 2023 led by the Assistant Head and Technical I which was attended by 17 participants. The activity discussed directions to P2K3 members regarding P2K3 procedures and evaluating P2K3 performance in May 2023.

The following are some of the discussions in the meeting:

- In May 2023 there were no work accident cases in the field or mill so that this will continue for the following month.
- Knowing the potential hazards in sewage ponds such as falling in the sewage pond, waste pool officers or operators must use jacks and float tires when doing work in the sewage pond area.
- Convey to workers to continue to be consistent in conveying the importance of safety practices, work safety, hazards and risks of work accidents in the field and mill.
- Providing socialization of OHS policies to all K3 administrators regarding occupational safety and health both in the field and at the mill.

Based on this explanation, the company has monitored the effectiveness of the K3 plan in dealing with health & safety risks.

Status: Comply

3.7

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

3.7.1

The unit of certification has identified and developed a training program related to aspects of the RSPO P&C for all staff, workers, smallholders and local stakeholders in 2023. The following is the result of identification and training program plans listed in the Training Program for year 2023 which was ratified on January 3rd, 2023 by the Manager, including:

- Harvest training
- Spraying training
- Fertilization training
- IPM training
- Training on handling hazardous chemicals
- Sterilizer operation training
- Load ramp operation training
- Stripper operation training
- Training on the management of pesticide and chemical warehouses in the garden
- OHS training on working at heights
- OHS training on working in confined spaces
- SCCS training for factory workers
- Socialization of company policies and procedures to contractors.

3.7.2

The unit of certification shows the minutes document for the realization of the training program in 2023, for example:

- Harvest training which was held on January 28th, 2023 and was attended by 16 division I harvest workers.
- Harvest training which was held on January 14th, 2023 and was attended by 29 division II harvest workers.
- Harvest training which was held on January 14th, 2023 and was attended by 28 division III harvest workers.
- Harvest training which was held on January 4th, 2023 and was attended by 26 division IV harvest workers.
- Harvest management training which was held on February 16th, 2023 and was attended by 23 workers consisting of divisional foremen/assistant, assistants and administrators.
- IPM training which was held on May 26th, 2023 and was attended by 24 workers consisting of foremen/orderlies/divisional assistants.
- Training on handling hazardous chemicals and simulation on controlling hazardous toxic ad waste and chemical spills which was held on June 22nd, 2023 and was attended by 13 workers.
- Sterilizer operation training which was held on June 14th, 2023 and was attended by 7 workers.
- Training on pesticide spraying procedures and work instruction which was held on July 10th, 2023 and was attended by 15 workers.
- Loading ramp operation training which was held on July 24th, 2023 and was attended by 5 workers.
- Socialization of HCV management and monitoring procedures which took place on July 13th, 2023 and was attended by 26 workers.
- Socialization of company policies and procedures to contractors which is carried out every renewal/signing of a cooperation contract.

The output carried out from each training is an evaluation of all training participants with assessment criteria such as knowledge (absorption of material), ability (applying material), skills (practicing), will/willingness and discipline. Based on the results of the review of the Training Participant Personnel Evaluation document, it is known that all workers who attended the training received good assessment results.

Based on the description above, the unit of certification has proven that there are training activities for all staff, workers, plasma smallholders and stakeholders. Records of the training activities have been maintained in the minutes document.

3.7.3

The unit of certification showed socialization about the supply chain to employees which was last conduct on 24 July 2023. The minutes explained the procedures for managing certified including the responsibilities for each of the personnel who

handle products.

The results of interviews with Head of Administration, weighbridge operator in POM and Bulking Susoh 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

SCSS module used in Seumanyam POM is Identity Preserved (IP), because only received FFB from the estate which has been certified with RSPO i.e Seumanyam Estate and did not accept FFB from outside parties.

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-1.3 report (basic info 1.8.3), in reasonable amount considering the last year's production. The data are shown in the following table:

Products	Last Year Projected Certified Volume (17 Oct 2022 to 16 Oct 2023) (MT)	Last Year Actual Certified Volume (July 2022 to June 2023) (MT)
FFB Certified (MT)	112,000	109,492.96
CSPO (MT)	26,000	25,650.37
CSPK (MT)	4,500	4,106.81

3.8.4

The Mill has registered as RSPO member under Socfin SA (No. 1-0269-19-000-00) and also has been registered in IT platform palm trace RSPO <https://palmtrace.rspo.org/web/rspo/member-directory> which information as follows:

- Member Name: PT Socfin Indonesia - Seumanyam Mill
- License ID: CB113092
- Core Product: Palm Oil
- Member ID: RSPO_PO1000001777
- Type of Business: Oil Mill
- Supply chain model: Identity Preserved

3.8.5

The Mill has had procedures related supply chain, such as Procedure of Supply Chain Management (No. SOC/PSM/9.10, edition 02 revision 01 dated 15 April 2022). These procedures have referred to the latest RSPO Supply Chain System. The procedure has covered all aspects in SCCS model, such as receiving and recording that identify the traceability of RSPO certified and uncertified source and products, FFB processing, the announcement in RSPO Palmtrace, key persons such as security, weight bridge clerk, dispatch/kernel officer, production clerk, Administration Head, as well as the training.

Based on interviews in Seumanyam POM, note that the weighbridge operators understand the supply chain management system. It is also known that training and refreshment (awareness) of the supply chain management system are carried out annually.

3.8.6

The procedure for internal audit for SCCS mentioned in Procedure of Internal Audit Management System (No. SOC/PSM/8.02, edition 03 revision 09 dated 1 January 2022). 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 10-13 July 2023. Based on the result of the internal audit, there are no non-conformity SSCS indicators,

and it has been in compliance with the RSPO Supply Chain requirements for mills and the RSPO Rules on Market Communications and Claims.

Management Review of RSPO SCCS implementation conducted on 13 July 2023. The management review discussion has covered the input from internal audit result, correction and corrective action, process performance 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 July 2022 – June 2023:

Month	FFB (ton)		Total
	Certified	Non-Certified	
July 2022	8,960.74	-	8,960.74
August 2022	9,538.55	-	9,538.55
Sept 2022	8,359.18	-	8,359.18
Oct 2022	7,438.73	-	7,438.73
Nov 2022	7,750.49	-	7,750.49
Dec 2022	7,013.42	-	7,013.42
Jan 2023	8,609.07	-	8,609.07
Feb 2023	9,679.96	-	9,679.96
Mar 2023	10,644.57	-	10,644.57
Apr 2023	9,489.90	-	9,489.90
May 2023	12,039.25	-	12,039.25
June 2023	9,969.10	-	9,969.10
Total	109,492.96	-	109,492.96

Estimated certified product recorded in the last assessment report (ASA-1.2). Actual certified produced has been verified during this assessment and not exceed the estimate. The data are shown in the following table:

Products	Last Year Projected Certified Volume (17 Oct 2022 to 16 Oct 2023) (MT)	Last Year Actual Certified Volume (July 2022 to June 2023) (MT)
FFB Certified (MT)	112,000	109,492.96
CSPO (MT)	26,000	25,650.37
CSPK (MT)	4,500	4,106.81

According to the data during the certification period, there still not any overproduction yet.

Mechanisms for handling unsuitable FFB and / or documents have included in the supply chain certification standard Identity preserved procedure with document number SOC/PSM/9.10, edition 02 revision 01 dated 15 April 2022.

3.8.8

The mill has product information provided in such as document of contract agreement, delivery order, delivery ticket, report of loading, weighbridge ticket and other invoices, as example at invoices of CSPK certified delivery. The information provided on invoices are:

- The name and address of the buyer (PT Musim Mas – Kawasan Berikat KIM I);
- The name and address of the seller (PT Socfin Indonesia, Seumanyam POM – Nagan Raya District);
- The loading or shipment / delivery date (10 July 2023);

- A description of the product supply chain model (Identity Preserved);
- The date on which the documents were issued (10 July 2023);
- The quantity of the products delivered (27.36 ton);
- Any related transport documentation (transport by CV Jingga Mandiri);
- A unique identification number (300029761);
- RSPO certificate number (Mutu-RSPO/154);
- 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 certified products (CPO and PK) is outsourced to the third parties. Currently, there is 3 contractors for CPO and PK transport, for instance as shows through several Work Order Letter as follows:

- PT Putra Kelapa Gading Indah (CPO transporter), agreement No. PD-GM/X/447/2022 dated 12 October 2022 valid thru 31 December 2023.
- CV Jingga Mandiri (PK transporter), agreement No. PD-GM/X/454/2022 dated 12 October 2022 valid thru 31 December 2023.
- PT Pancaran Maritim Transportindo (CPO transporter - Shipping), agreement No. PD-GM/X/484/2022 dated 20 October 2022 valid thru 31 December 2024.

To ensure the contractors complies with the RSPO Supply Chain, in the agreement, there is a letter of commitment from each contractor stating that they are committed to supporting the implementation of the RSPO SCCS system including the willingness to provide proper access to accredited CBs in order to be able to access their operations and systems along with any information in their possession, if the audit is notified in advance.

Based on interview with CPO transporter (PT Putra Kelapa Gading Indah) and PK transporter (CV Jingga Mandiri) 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 are 1 new contractor from the previous assessment and unit certification has inform the CB for the new contractor. The list of contractors of CPO transporter are:

1. PT Putra Kelapa Gading Indah (CPO transporter)
2. CV Jingga Mandiri (PK transporter)
3. PT Pancaran Maritim Transportindo (CPO transporter - Shipping)

3.8.12

The company has up-to-date records and reports that are kept in the mill office, complete, accurate, and up to date. All the records can be accessed by the auditor, such as records of certified product shipping, sales contracts, delivery orders and invoices, production reports, and product sales. Based on document verification on supply chain procedures, retention time for all records and reports regarding the supply chain is 5 years.

For instance, record all certified palm oil and palm kernel oil volumes purchased (input) and claimed (output) for a period of 12 months before the audit (July 2022–June 2023):

CSPO

Month	CPO (ton)		Total
	Certified	Non-Certified	
July 2022 - June 2023	25,650.37	-	25,650.37

Month	CSPO Despatch (ton)			Total
	RSPO	Other Scheme	Non-Certified	
July 2022 - June 2023	25,598.01	--	-	25,598.01

CSPK

Month	PK (ton)		Total
	Certified	Non-Certified	
July 2022 - June 2023	4,106.81	-	4,106.81

Month	CSPK Despatch (ton)			Total
	RSPO	Other Scheme	Non-Certified	
July 2022 - June 2023	4,101.18	-	-	4,101.18

3.8.13 and 3.8.14

The conversion rate of production of CPO (OER) and PK (KER) was based on actual daily, monthly, and yearly production. The extraction rate follows the actual data for a 12-month period from July 2022 until June 2023, i.e., OER 23.43% and KER 3.75%. Periodically updated extraction is actual extraction.

3.8.15

The SCSS module used in Seumanyam POM is Identity Preserved (IP), because it only received FFB from the estate, which has been certified with RSPO, i.e., Seumanyam Estate.

The mill has a SOP for the implementation of the supply chain in the identification procedure and traceability. The results of verification of the SOP and document review show there was no uncertified FFB process by Mill, as well as separation during transportation.

3.8.16

The RSPO IT Platform member registration number for Seumanyam POM is RSPO_PO1000001777. The mill will carry out shipping announcements on 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 was sold to PT Musim Mas-KIM 1 on June 17, 2023, for 168 tons, and a transaction was created in IT Palm Trace on June 30, 2023 (transaction ID: TR-d30aab1d-5300).
- Certified CPO sold to PT Musim Mas-Belawan on April 27, 2023, for 1,756.40 tons, and a transaction was created in IT Palm Trace on May 16, 2023 (transaction ID: TR-f70e44d5-1225).

Removing Stock

For the certified CPO and PK, the company sold all the CSPK and CSPO as RSPO-certified products, so there is no need to remove stock.

3.8.17

Based on the announcement and transaction report document review, it was 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 unit of certification has made a policy to respect human rights which is indicated in the document:

- Socfin Group Responsible Management Policy. Point 4 regarding "Commitment to Employees and Communities" which explains that the company is committed to implementing, respecting and respecting human rights and implementing a complaint mechanism in accordance with the 31 principles of the UN Guidelines on Business and Human Rights. This policy has been effective since June 2019 and revised in January 2022.
- Human Rights Defenders Policy which has been in effect since June 2019, revised in October 2021 and has been approved by the Principal Director.

In the two policies it is stated that the unit of certification is realized for human rights for all workers, post offices, indigenous peoples, surrounding communities in all operational companies. This policy is publicly available on the unit of certification website in two languages (Indonesian and English) and has been communicated to all workers and local stakeholders. As proof of implementation, when the auditors conducted interviews and field visits to all workers in the plantation and factory units, they already understood the human rights policies that apply in the company. The policy has also been disseminated to external stakeholders, for example when making/renewing/signing work contracts.

Based on the results of interviews with representatives of labor unions, the gender committee and contractors, it is known that there were no incidents of human rights violations in the certification unit, no employees were intimidated and/or subjected to violence by the certification unit.

4.1.2

The unit of certification does not have records related to the use of force/mercenaries/paramilitary in resolving conflicts/problems that exist between the unit of certification and related stakeholders (local community, workers, or others). Socfin Group Policy for Responsible Management / Socfin Group Responsible Management Policy. Point 4 regarding "Commitment to Employees and Society" which explains that the company is committed to adopting a zero tolerance approach to human rights violations including intimidation, physical violence and/or threats. This policy has been effective since June 2019 and revised in January 2022. The policy also states that companies refuse to use violence in disputes with any party.

Based on the results of interviews with representatives of labor unions and representatives of the gender committee as well as with external stakeholders, it is known that the certification unit does not use paramilitaries or mercenaries in the company's operational areas. If there are problems, they will be resolved by way of deliberation without using violence. Solving conflicts/problems using this deliberation has been quite effective.

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

The unit of certification has:

- The Complaints Policy has been in effect since 1 June 2019 and has been approved by the Principal Director. The policy states that the Company is committed to resolving any conflict through peaceful means that uplift people's dignity and respect the rights of all people. The policy also clarifies that complaints can be submitted to RSPO complain parties.
- Procedure for Handling Social Complaints - SOC/PSM/9.01 edition 01 revision 07 dated April 15th, 2021. The person in charge of complaints and complaints has been appointed by the organization, namely the Estate Manager. It is also explained in the Job Description of the Estate Manager and the letter of appointment from the Head of the General Department.

The certification unit has recapitulated all complaints and conflicts submitted by all affected parties around the certification unit in the Recap of Internal/External Complaints for 2022 and 2023 number of document SOC/Form/9.02-02 which is valid from April 15th, 2022. Based on the results of the document review, it is known that during 2022-2023 there were no complaints or conflicts reported to PT Socfin Indonesia – Seumanyam POM & Estate.

The results of interviews with harvest workers at the Seumanyam Estate, WTP station operators at Seumanyam POM, contractors, and representatives of the village community, it is known that procedures related to complaints and conflicts have been periodically submitted to all parties. Socialization related to handling complaints is also usually conveyed during the morning assembly to all workers. Meanwhile, based on statements from external stakeholders around the company, it is known that socialization related to routine complaint handling is carried out at least once a year.

From the description above, it can be concluded that the company has a system that regulates complaints and complaints to all parties.

4.2.2

The unit of certification has established a system for handling complaints for all affected parties, which is documented in Handling Social Complaints - SOC/PSM/9.02 Revision 07 dated 15 April 2022. The procedure explains how to convey complaints or suggestions to all parties, including those who cannot read or write, which can be conveyed orally through superiors. The unit of certification through labor unions and gender committees routinely holds meetings with workers, one of the agendas of which is to accommodate issues and complaints directed at the company. The certification unit also regularly holds meetings with external stakeholders such as local contractors, community representatives and related agencies, one of the agendas of which is to accommodate issues and complaints directed at the certification unit.

4.2.3

Records of complaints from workers or stakeholders have been recorded by the unit of certification. This can be shown in the Recap of Internal/External Complaints for 2022 and 2023 number of document SOC/Form/9.02-02 which is valid from April 15th, 2022, it is known that during the last one year period there were no worker complaints or complaints from stakeholders to the certification unit.

Based on the results of interviews with workers in plantation units and factories as well as with management representatives, information was obtained that if workers have complaints related to damage to work tools, PPE or housing facilities, these complaints are conveyed verbally to superiors at work (foreman/assistant) who then will be forwarded to the manager. Complaints will be immediately followed up no later than 2-3 days after the complaint is received. Then during the field visit, all workers in the plantation and factory units stated that their housing facilities were in good condition. The PPE and work tools used are also in good condition.

4.2.4

The unit of certification has complaints policy states that the complaint procedure for Human Rights Defenders/Whistle Blowers meets the requirements listed in Appendix 1 of the RSPO Policy on the protection of human rights defenders, whistle blower and community spokesperson.

In addition, unit of certification has a procedure for handling social complaints. Document number SOC/PSM/9.01 edition 01 revision 07 dated April 15th, 2021. In the procedure it is explained that if the settlement of the complaint is not agreed by both parties, the complaint can be resolved by a technical or independent mediator or a third party who legitimate.

Status: Comply

4.3

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

The company shows evidence regarding contributions to community development based on the results of consultations with local communities, including:

1. Minutes of Determination of Commitments for the Amount of TJSLP/CSR Funds for 2022. Number 050/237.7/2022, dated August 2, 2022, concerning deliberations on the 2022 CSR Implementation Development Plan. Attended by Representatives of the Nagan Raya District Government, Heads of Villages Around their respective areas Company.
2. Minutes of Determination of TJSLP/CSR Fund Amount Commitment for 2023. Number 540/103/2022, December 7, 2022, carried out based on the invitation of the Regent of Nagan Raya Number: 005/537/2022, November 24, 2022, regarding the determination of TJSLP Fund commitments /CSR 2023. Attended by Representatives of the Nagan Raya Regency Government, Heads of Villages Around the area of each company, the meeting agreed on the amount of CSR funds and the CSR program implementation system, namely:

- A. The CSR program is determined and implemented directly by the Company, with funding from the Company.
- B. The CSR program is determined by the Government of Nagan Raya Regency based on the proposal of the Village Community, with implementation by the Company and the source of funds from the Company. With agreed forms of activity include:
- Assistance for workshop capital for Deli Village Factory
 - Procurement of catfish ponds and goat livestock for Pulo Tengah Village
 - Laundry business capital, kiosk business capital, goat livestock. Sewing business for Alue Bilie Village
 - Goat Livestock Business and Shop Business for Gunong Cot Village

While the Realization of CSR in 2023 Semester I (January-June):

- Funding assistance for Alue Wakie Village orphanage activities
- Funding assistance to the Karang Anyar village government for village head coordination activities in Darul Makmur District
- Funding assistance for EXPO activities and the Rameune Nagan Variety Piasan, in Nagan Raya Regency
- Financial assistance for organizing religious activities.
- Material assistance for the construction of the Alue Bateung Village Mosque
- Prayer mats for the Pantan Bayu Village Mosque
- Funding assistance for the Krueng Alam Village Islamic Boarding School
- Health education activities at SDN 01 Desa Pulo Tengah
- Education Facility Assistance at RA Wardah Play Group in Sukaraja Village
- Central Pulo Village Volleyball Tournament Funding Assistance
- Susoh District football tournament funding assistance
- Food assistance for Blang Baro Village and Krueng Seumanyam Village,
- Heavy Equipment Assistance For the construction of water ditches in the partnership land area
- Assistance for the construction of a bridge on the access road for the Farmer Group's Want to Forward Garden.

Status: Comply

4.4

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

4.4.1

The area operational that managed by Seumanyam Estate - PT Socfin Indonesia covers an area of **4,446.63 Ha**, located in Nagan Raya District, Aceh Province. The certificate holder already has land use title from related agencies, here's the detail:

- Decree of the Minister of State for Agrarian Affairs/Head of the National Land Agency Number 14/HGU/BPN/98 concerning the Granting of HGU located in Aceh Barat District, Special Region of Aceh Province covering an area of 360.5 ha dated April 13, 1998, is valid for 30 years (2028). Then issued HGU Certificate No. 30 dated June 23, 1998, from the National Land Agency (BPN) of West Aceh Regency, valid for 30 years until June 21, 2028, covering an area of **360.5 Ha**.
- Decree of the Minister of State for Agrarian Affairs/Head of the National Land Agency number 147/HGU/BPN/97 located in Aceh Barat Regency, Special Region of Aceh Province covering an area of 3,395.23 ha, valid from 27 November 1997 for 25 years. Then issued HGU Certificate No. 29 dated March 5, 1998, from the National Land Agency of Aceh Barat, valid for 25 years until January 1, 2024, covering an area of **3,395.23 Ha**.
- Decree of the Minister of State for Agrarian Affairs/Head of the National Land Agency number 30/HGU/KEM-ATR/BPN/2016 located in Nagan Raya Regency, Aceh Province covering an area of 690.9 ha dated June 6, 2016, is valid for 25 years. Then issued HGU Certificate No. 6 dated 7 September 2016 from the Land Agency of Nagan Raya Regency valid until 7 September 2041 with an area of **690.9 ha**.

4.4.2, 4.4.3, 4.4.4, 4.4.5 and 4.4.6

Based on information obtained from historical documents of the company, information in Land Use Title and clarification from management representative, Seumanyam Estate – PT Socfin Indonesia had long existed before Indonesia independence. Based on consultation with Village Head of Suka Jadi Village and Serba Guna Village, known that there was no customary land in the PT Socfin area. The plantation is an area of former Erfpacht rights and has been around since 1935. So that the

acquisition of land is not through the compensation against individuals or to customary land.

Based on a copy of the Decree of the Minister of Home Affairs Number SK.31/HGU/DA/85 dated September 3, 1985, it is known that the land being applied for is state land which was the former Erfpacht Vorp Rights. No. 40, 41 according to *SKPT* (Letter of Land Tenure) dated March 20, 1985, No.13/Agr/1985 and 14/Agr/1985, covering an area of \pm 240 ha and \pm 440 ha with a total area of \pm 680 ha. Located in Darul Makmur District, West Aceh Regency, Aceh Special Region Province. Whereas the Land Committee (Committee B) of the Province of the Special Region of Aceh in the minutes of land inspection dated February 9, 1984, No.1/PPT/B/1984 concluded that the application for PT Socfin Indonesia could be approved on the grounds that the land had no problems with other parties and in the public interest.

Status: Comply

4.5

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

4.5.1; 4.5.2; 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. Based on consultation with Village Head of Suka Jadi Village and Serba Guna Village, known that there was no customary land in the PT Socfin area. The plantation is an area of former Erfpacht rights and has been around since 1935.

Status: Comply

4.6

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

4.6.1; 4.6.2, 4.6.3 and 4.6.4

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

Based on consultation with Village Head of Suka Jadi Village and Serba Guna Village, known that there was no customary land in the PT Socfin area. The plantation is an area of former Erfpacht rights and has been around since 1935. So that the acquisition of land is not through the compensation against individuals or to customary land.

Status: Comply

4.7

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

4.7.1; 4.7.2 and 4.7.3

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

Based on consultation with Village Head of Suka Jadi Village and Serba Guna Village, known that there was no customary land in the PT Socfin area. The plantation is an area of former Erfpacht rights and has been around since 1935. So that the acquisition of land is not through the compensation against individuals or to customary land.

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, 4.8.3 and 4.8.4

Based on public consultation with related government agencies of Nagan Raya District and village representatives (Suka Jadi Village and Serba Guna Village) known that there is no land dispute case for the last 1 year until this assessment

conducted in the scope certification area. The plantation is an area of former Erfpacht rights and has been around since 1935. Based on interviews with management of unit certification and the results of the auditor's search on online media, there is no historical or current land dispute in unit certification.

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

Based on document verification, interview with Head of Plantation Agency of Nagan Raya Regency, Technician 1, Estate Manager, community leaders from Suka Jadi Village and Serba Guna Village, It was obtained information that currently there is no receipt of FFB from near smallholders. There is only agreement with seven smallholders' group to transfer knowledge and heavy equipment assistance. The validity period of this cooperation agreement is 5 years since the signing of the first contract in 2019.

Based on the explanation above, it is known that the Certification Unit did not have any obligation to informed smallholders group about current and previous period prices paid for FFB to the member of smallholders group. However, all the needed information related to FFB prices could be accessed publicly from the local government's official website.

5.1.2

Similar to the previous audit activity (ASA-1.2). Based on the results of a document review and interviews with management, as well as the Head of Suka Jadi Village and the Head of Serba Guna Village, information was obtained that the company did not accept FFB from local farmers. The collaboration was made in September 2019 with seven Farmer Groups in the form of assistance/transfer of knowledge on oil palm cultivation, heavy equipment assistance for road and ditch repairs, as well as assistance for managing the legality of farmers' land.

Based on information from the Head of Suka Jadi Village and the Head of the Serba Guna Village along with the heads of the hamlets under them, namely Sukun Hamlet, Mangga Hamlet and Rambutan Hamlet, explained that the company actively provides technical training on oil palm cultivation to farmers, provides road access improvement assistance, and farmers are given freedom to sell FFB to other parties. It was also explained by the POM representative that the processing capacity of POM was 23 tons/hour, the processing capacity at POM had been fulfilled from the nucleus estate, so it could not accommodate FFB from outside.

5.1.3

Based on document verification, interview with Head of Plantation Agency of Nagan Raya Regency, Technician 1, Estate Manager, community leaders from Suka Jadi Village, Serba Guna Village, It was obtained information that currently there is no receipt of FFB from near smallholders. There is only agreement with seven smallholders group to transfer knowledge and heavy equipment assistance and facilitating the management of farmer land certification. The validity period of this cooperation agreement is 5 years since the signing of the first contract in 2019.

Based on interview results with company's management representatives, it is known that there was no third party FFB Supplier in Seumanyam POM.

5.1.4

Based on document verification, interviews with the Head of the Nagan Raya District Plantation Service, Technician 1, the Plantation Manager, community leaders and Village Heads from Suka Jadi Village and Serba Guna Village. Information was obtained that currently there has been no receipt of FFB from local farmers. There was only an agreement with seven farmer groups for knowledge transfer and heavy equipment assistance. The validity period of this cooperation agreement is 5 years from the signing of the first contract in 2019. Both men and women are involved in the cooperation agreement, because land ownership by residents is owned by female residents.

As mentioned in Indicator 5.1.2, there is an agreement between the Certification Unit and the Mau Maju Farmers Group dated 9 September 2019 and valid until 9 September 2024. This smallholder group has 41 members, including female members who are registered in the list of members in the contract.

Based on this explanation it is known that the Certification Unit has involved all parties including representatives of women members of farmer groups.

5.1.5

Based on document verification, interviews with the Head of the Nagan Raya District Plantation Service, Technician 1, the Plantation Manager, community leaders and Village Heads from Suka Jadi Village and Serba Guna Village. Information was obtained that currently there has been no receipt of FFB from local farmers. There has only been an agreement with seven farmer groups for the transfer of knowledge and heavy equipment assistance as well as facilitation of managing the legality of farmer's land. The validity period of this cooperation agreement is 5 years since the signing of the first contract in 2019. Based on the results of verification of the cooperation agreement document, the contract is made transparent, explaining the rights and obligations of each party, the type of activity agreed upon, the cooperation period and explaining the location of the cooperation, as well as the parties involved.

5.1.6

Based on interview results with company's management representatives, it is known that there was no outside FFB Supplier in Seumanyam POM. So, that this indicator was not applicable for the Certification Unit.

5.1.7

The company shows weighted results, with the following evidence:

- Certificate of Application Results, Number 510/51-SKHP/UPTDML-NR/VI/2023, GST 9800P weighing type with a capacity of 60,000 Kg/10 Kg, dated 10 July 2023, from UPTD Legal Metrology, Department of Industry, Trade, Cooperatives, Small and Medium Enterprises of the Government of Nagan Raya Regency, valid until 9 July 2024
- Certificate of Application Results, Number 510/53-SKHP/UPTDML-NR/VI/2023, Type of centesimal, body, spring and ATB scales, with a capacity of 3 to 500 Kg/10 g, July 30, 2023, from UPTD Legal Metrology, Department of Industry, Trade, Cooperatives, Small and Medium Enterprises of the Nagan Raya Regency Government, valid until 26 July 2024
- Certificate of Application Results, Number 510/52-SKHP/UPTDML-NR/VI/2023, GST 9800P weighing type with a capacity of 40,000 Kg/10 Kg, dated 30 July 2023, from UPTD Legal Metrology, Department of Industry, Trade, Cooperatives, Small and Medium Enterprises of the Government of Nagan Raya Regency, valid until 26 July 2024

5.1.8

Based on document verification, and interviews with the Head of the Nagan Raya District Plantation Service, Technician 1, the Plantation Manager, community leaders from Suka Jadi Village, and Serba Guna Village. Information was obtained that currently there has been no receipt of FFB from local farmers. There has only been an agreement with seven farmer groups for the transfer of knowledge and assistance with heavy equipment as well as assistance in facilitating the legalization of farmers' land. The validity period of this cooperation agreement is 5 years from the signing of the first contract in 2019.

This agreement includes the following content such as:

- The company's obligation to provide training and guidance on good oil palm cultivation.
- Develop training programs aimed at increasing oil palm production by farmer group members.
- Provide assistance with the construction and repair of roads and drainage when necessary for the management of oil palm plantations according to the company's capabilities.
- Helping to arrange ownership certificates on behalf of farmer groups at the expense of farmer groups.
- Assist and facilitate farmer groups to obtain assistance from third parties according to applicable regulations.

Based on the description above, the company is known to have fostered farmer groups around the company area and has implemented partnership agreements with farmers in coaching and training assistance to improve the competence of farmer groups so that they lead to becoming independent farmers. It is intended that this smallholder group will be able to run the

Internal Control System, and follow the RSPO certification in the future.

The company shows documents related to training to the Community, with examples of evidence:

1. Best Management Practice Training Activities in Suka Jadi Village on August 15, 2022, attended by 44 participants from farmers, community leaders and village officials.
2. Best Management Practice Training Activities in Sido Jadi Village on September 8, 2022, attended by 18 participants from farmers, community leaders and village officials.
3. Best Management Practice Training Activities in Suak Village Palembang, 25 October 2022, attended by 22 participants, from farmer representatives, community leaders and village officials.

5.1.9

The company has a Social Communication Procedure No. SOC/PSM/9.01, Edition 01, Revision 06, Effective date 01 April 2020, prepared by the General Staff, Checked by Kep. General Bhg, Approved by General Manager and Principal Director. Scope: This procedure applies to the handling of information, aspirations, consultations and communication between the company and its stakeholders.

Based on document verification and interviews with community leaders and village heads from Suka Jadi Village and Serba Guna Village, it was explained that when there were complaints or requests, they usually conveyed them orally and also in writing, and the Company was very quick to respond. 2 days after submission, usually the company has provided an answer, via WhatsApp message or letter.

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

As explained on Criteria 5.1, Information was obtained that currently there is no FFB receipt from close farmers. There were only agreements with seven farmer groups, among others, as follows:

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

This agreement was signed by both parties, acknowledged by the Village Head and the Nagan Raya Regent. Therefore, as an example for Kelompok Tani Ingin Maju's agreement document with The Certification Unit dated 9 September 2019, It is known that there are 41 member, including female member listed consist from 41 member, including female member listed on the member list in the contract.

Based on this explanation, although there was no FFB supplier from outside parties, Certification Unit still provide some support for seven smallholders group that are around company's operational area, and not limited only to male member but also included female member of smallholder's group.

5.2.2

Based on document verification and results of interviews with the Head of the Nagan Raya District Plantation Service, Technician 1, the Plantation Manager, community leaders and Village Heads from Suka Jadi Village and Serba Guna Village, information was obtained that the certification unit did not receive FFB from outside and had no plasma, although Thus the Company is committed to developing improved livelihoods, increasing the capacity of farmers in understanding the RSPO certification system, by conducting partnerships by entering into agreements with seven smallholders groups to transfer knowledge. The validity period of this cooperation agreement is 5 years since the signing of the first contract in 2019.

The company shows documents related to training to the Community, with examples of evidence:

1. Best Management Practice Training Activities in Suka Jadi Village on August 15, 2022, attended by 44 participants, from farmers, community leaders and village officials.
2. Best Management Practice Training Activities in Sido Jadi Village on September 8, 2022, attended by 18

participants, from farmers, community leaders and village officials.

3. Best Management Practice Training Activities in Suak Palembang Village, October 25, 2022, attended by 22 participants, from farmer representatives, community leaders and village officials.
4. Dissemination of Company Policy, RSPO certification system, and HCV management, to representatives of the Alue Wakie Village Community, Suak Palembang Village, Pulo Tengah Village, on 16 June 2023.

5.2.3

The company shows the Sustainable Partnership Cooperation Agreement document with 7 farmer groups, with the following examples:

1. The Sustainable Partnership Cooperation Agreement between PT Socfindo Kebun Seumanyam and the Want to Forward Farmer Group in the Serba Guna Village dated September 9, 2019, covering an area of 84.00 Ha (41 people) is valid for 5 years.
2. The Sustainable Partnership Cooperation Agreement between PT Socfindo Kebun Seumanyam and the Sido Muncul Farmers Group in Sidojadi Village dated September 5, 2019, covering an area of 68.70 Ha (30 people) is valid for 5 years.

In the Cooperation agreement, in article 6 it is explained that the Company provides support in the form of:

1. Provide training and guidance on good oil palm cultivation practices
2. Develop a coaching program to increase palm oil production
3. Helping and facilitating the arrangement of ownership certificates.

5.2.4

The company shows documents related to training to the Community, with examples of evidence:

1. Best Management Practice Training Activities in Suka Jadi Village on August 15, 2022, attended by 44 participants, from farmers, community leaders and village officials.
2. Best Management Practice Training Activities in Sido Jadi Village on September 8, 2022, attended by 18 participants, from farmers, community leaders and village officials.
3. Best Management Practice Training Activities in Suak Palembang Village, October 25, 2022, attended by 22 participants, from farmer representatives, community leaders and village officials.
4. Dissemination of Company Policy, RSPO certification system, and HCV management, to representatives of the Alue Wakie Village Community, Suak Palembang Village, Pulo Tengah Village, on 16 June 2023.

Based on the results of direct interviews with the head of Suka Jadi Village and the Village Head as well as representatives of the Serba Guna Village Community, information was obtained that in the training activities mentioned above, the Company provided material on procedures for fertilizing and spraying including an explanation of the types of pesticides and how to handle them.

5.2.5

Based on document verification, interviews with the Head of the Nagan Raya District Plantation Service, Technician 1, the Plantation Manager, the Village Head and community leaders from Sukajadi Village and Serba Guna Village, information was obtained that currently there has been no FFB receipt from local farmers. And plasma plantations, however the Company provides support to oil palm smallholders in the form of activities including agreements with seven farmer groups for the transfer of knowledge and heavy equipment assistance (detailed in 5.2.3).

Therefore, the Unit of Certification has no obligation to periodically review and report the progress of the farmer support program to the public. However, they always review the success of the program and report it in a continuous improvement action document as a basis for preparing program assistance in the next period. The progress of the partnership program is reported in the CSR program realization section in the 2023 Semester I plantation business development report, which was reported to government agencies on June 18, 2023, and there are publications in the mass media.

Status:

PRINCIPLE #6 RESPECT WORKERS' RIGHTS AND CONDITIONS

6.1
Any form of discrimination is prohibited.
6.1.1

The unit of certification already has a non-discrimination and equal opportunity policy as indicated in the:

- Socfin Group Responsible Management Policy. The compensation policy section explains workers' rights, including workers being protected from all forms of concern that constitute human rights violations. This policy has been effective since June 2019 and revised in January 2022.
- Non-Discrimination and Equal Opportunity Policy which has been in effect since June 2019, revised in October 2021 and has been approved by the President Director. The policy states that:
 - The unit of certification does not discriminate based on religion, race, sexual orientation, gender, national origin, caste, disability, gender identity, union permissibility, political retirement or age.
 - Socfindo's training selection, promotion and evaluation processes are based solely on merit, experience, education, skills and performance.

As proof of implementation, when the auditors conducted interviews and field visits, they already understood that there was no indication of discrimination against religion, ethnicity, sex, and regional origin in the process of accepting a job the human rights policies that apply in the company. This socialization has also been carried out to external stakeholders, for example when making/renewing/signing work contracts.

The unit of certification does not discriminate and treats all workers fairly, the following is evidence that can be shown by companies listed in several employee demographic documents, sample documents for employee recruitment and identification documents and realization of worker training:

- Composition of workers consisting of various ethnic groups, religions, genders, and workers' origins.
- Recruitment of workers based on the results of selection, performance appraisal, ability and expertise of workers.
- Placement and training of workers is carried out according to their expertise/type of work, such as prospective harvest workers are placed as harvest workers and receive routine harvest training.
- Women workers are given reproductive leave rights, wages and the same opportunities for promotion as male workers in the same type of work.

Based on the explanation above, it can be concluded that the unit of certification has treated all workers fairly without discrimination based on gender, ethnicity, religion, health condition or other.

6.1.2

Based on the results of verification of worker recruitment documents, it is known that worker recruitment is based on expertise, ability and records of medical examination results. Likewise promotion, in accordance with the results of the employee's assessment/evaluation. The unit of certification has a non-discrimination and equal opportunity policy as indicated in the Non-Discrimination and Equal Opportunity Policy which has been in effect since June 2019, revised in October 2021 and has been approved by the President Director. It states that in the ethical recruitment process, companies prohibit the practice of charging workers a fee in recruiting and withholding identity documents.

The unit of certification shows job vacancy documents for the types of jobs for harvest workers at the Seumanyam Estate unit in 2023. There are no conditions in the document that indicate discrimination. Based on the results of interviews with workers, labor union representatives and representatives of the gender committee, information was obtained that there were no issues related to discrimination. PT Socfin Indonesia – Seumanyam POM & Estate workers come from various regions in Indonesia. Both local and migrant workers are given the same opportunity to get a job and promotion as well. The unit of certification also does not retain identity documents during the worker recruitment process.

6.1.3

The unit of certification shows documentation of selection, recruitment, employment, access to training, and promotions for its workers. For example, promotional documents for workers with initial of AW (harvest foreman) on January 21st, 2023, who were promoted to class I/2 so that their basic wages increased to IDR 3,326,100. Then, training and promotions for workers are carried out based on the results of work assessment/evaluation with criteria of skills, abilities, quality and others. There is no discrimination in the company's operations because all workers get equal opportunities in the process of recruiting, training and promotion.

Based on the results of interviews with HR and personnel staff, information was obtained that the recruitment process for all employees was carried out through the same process where prospective employees must meet requirements in the form of administrative selection (application letter, graduation letter, photocopy of identity and family), psychological test (for certain positions), interviews and results of medical examinations. To increase the career path, responsibility, authority and scope of an employee, the unit of certification provides promotions based on skills, abilities, leadership, honesty, discipline, loyalty, attendance, etc. Employee performance appraisal is carried out through the stages of performance evaluation.

6.1.4

Pregnancy tests for workers are carried out only to ensure that pregnant workers are not allowed to work with chemicals, not as a basis for discriminating against these workers. If declared pregnant, the worker will be transferred to a job that is safer but remains the same in terms of wages and other benefits, so there is no discriminatory action. This was clarified by the results of interviews with female spray workers and representatives of the gender committee in each plantation unit and factory which stated that female workers are required to carry out monthly pregnancy tests at the clinic to ensure that no pregnant/breastfeeding female workers are exposed to chemical material. Pregnancy testing is not a discriminatory measure provided by the company.

Then from the results of a review of the latest employee recruitment documents and interviews with female workers, it was found that there was no obligation for prospective female workers to take a pregnancy test when recruiting workers. They explained that at the time of recruitment, there was no pregnancy test, but only physical health tests, administration and interviews with prospective leaders.

6.1.5

The certification unit has a Non-Discrimination and Equal Opportunity Policy that has been in effect since June 2019, revised October 2021 and has been approved by the Principal Director. The policy states that the unit of certification is committed to eliminating barriers and assisting women in the work environment to ensure they have equal opportunities to succeed and advance to fulfill their inherent potential. The establishment of a gender committee is an example of action implemented to meet the needs of women in the workplace.

The certification unit has established a gender committee in each unit which has the function of being a forum that can accommodate aspirations or complaints from workers regarding gender equality, protection of workers' reproductive rights, protection from incidents of harassment, and others. Furthermore, the Unit of Certification shows the document establishing the Organizational Structure of the Gender Committee for the 2023 period. The structure of the Gender Committee was updated on June 9th, 2023 which consisted of gender representatives for male (12 workers) and female (19 workers). It consists of a chairman, deputy chairman, secretary, deputy secretary and members.

The result of the verification of the Gender Committee evaluation documents in 2021 and 2022, it was found that there were no cases of sexual harassment and acts of violence at PT Socfin Indonesia. The results of interviews with the gender committee revealed that the gender committee was formed as a forum for both male and female employees to address gender issues such as sexual violence or sexual harassment, domestic violence, etc. The gender committee routinely carried out socialization to employees related to the protection of women against acts of violence, for example, socialization which is carried out every morning before starting work.

Based on interviews with all sampling workers in the plantation and factory units, it was found that they knew the functions, work programs, and mechanisms for submitting complaints through the gender committee.

6.1.6

The unit of certification does not discriminate against workers' rights, including wages. Based on the results of a review of payroll documents and payslips for workers in factory and plantation units, it is known that all workers at PT Socfin Indonesia - Seumanyam Pom & Estate have received wages in accordance with the minimum wage provisions in force in Aceh Province (Decree of the Governor of Aceh Number 560/1539/2022 concerning Determination of the Aceh Provincial Minimum Wage for 2023 which is IDR 3,413,666).

Payment of fair wages has been properly carried out by the unit of certification, taking into account ability, performance,

expertise, length of service, and other factors as the basis for remuneration. So that the payment of wages given is in accordance with the burden, duties and type of work of each. This was stated in the wage structure and scale are regulated in the Memo document number UM/PB/R/042/23 dated 20 January 2023 concerning PT Socfin Indonesia's 2023 Non-Staff Salary Scale for the Aceh region which explains that the lowest wage scale is in grade 1 /1 is IDR 3,311,800 and the highest wage scale is in class 8/10 of IDR 5,380,400. The wage value is the basic wage earned and a rice allowance of IDR 154,500 or 15 kg/worker will be added.

Status: Comply

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

The unit of certification demonstrates the procedures/policies related to wages and work requirements in accordance with the provisions on manpower that have been published in the national language (Indonesian) listed in several documents, namely:

- CLA Period 2022 – 2024 article V regarding wages.
- Decree of the Governor of Aceh Number 560/1539/2022 concerning Determination of the Aceh Provincial Minimum Wage for 2023 which was set on November 24th, 2022. It is known that the Aceh UMP for 2023 is IDR 3,413,666 and is valid from January 1st, 2023.
- Letter Number UM/KK/Bi/268/2023 dated January 23rd, 2023, concerning Stipulation of the 2023 Aceh Garden KHT Wages which explains that the 2023 KHT wage for a whole Seumanyam unit is IDR 3,413,666 consisting of a basic wage of IDR 3,259,166 and the value of the rice allowance is IDR 154,500/worker.
- The wage structure and scale are regulated in the Memo document number UM/PB/R/042/23 dated 20 January 2023 concerning PT Socfin Indonesia's 2023 Non-Staff Salary Scale for the Aceh region which explains that the lowest wage scale is in grade 1 /1 is IDR 3,311,800 and the highest wage scale is in class 8/10 of IDR 5,380,400. The wage value is the basic wage earned and a rice allowance of IDR 154,500 or 15 kg/worker will be added.

The unit of certification can show documentation of payment of wages for all workers shown in the payroll and payslips which include components such as basic wages, premiums, overtime, benefits (*BPJS*, electricity subsidies, etc.), and deductions (*BPJS*, loans, labor union, cooperatives, etc). Based on the interview results, workers can explain the basic wages and benefits as well as the deductions received every month. The results of a review of the July 2023 salary slip document for 6 workers in the Seumanyam Estate found that their basic wage income was above the applicable minimum wage.

Based on the description above, it can be concluded that the unit of certification already has documentation of wages and work conditions in accordance with the labor regulations that apply to workers in the national language, along with an explanation for workers in a language they understand.

6.2.2

The unit of certification can show examples of work agreement documents, for example as follows:

- Work agreement of PKWT worker Number SY/X/PKWT/Bi/281/23 dated 1 July 2023 which states that workers with initial RM are accepted as harvest workers for a certain period of time. The agreement is valid for 2 months from 1 July 2023 to 31 August 2023.
- Work agreement of PKWT worker Number SY/X/PKWT/Bi/282/23 dated 1 July 2023 which states that workers with initial GWN are accepted as harvest workers for a certain period of time. The agreement is valid for 2 months from 1 July 2023 to 31 August 2023.

The work agreement contains several rules related to the term of the agreement, duties and responsibilities of the second party, work location, rights and obligations of the first party, rights and obligations of the second party (such as remuneration for participation in *BPJS* Employment and *BPJS* Health, job premiums, work rules, etc.), compensation money, working time, weekly rest and holidays, procedures for permits, types of sanctions, termination of employment, dispute resolution, amendment/termination/cancellation of the agreement.

As a form of implementation of the work agreement letter, the unit of certification shows payroll documents for April 2023. For example, a salary slip document for 6 workers in the Seumanyam Estate period of July 2023 found that their basic wage income was above the applicable minimum wage. Workers also get a rice allowance, as well as other benefits.

Work agreements along with related documents that stipulate detailed wages and work conditions (work hours, deductions, overtime, sick leave, leave, maternity leave, etc.) have also been stated in the Collective Labor Agreement (CLA) document for the period 2022 – 2024. CLA has been disseminated on 13, 15, 16 May and 6 June 2023 at the mill and estate Seumanyam units.

Then based on the results of field visits to Block A08 spray workers in the KILE unit, information was obtained that workers had understood the job description, the wages they received, and other matters related to work requirements.

Based on the description above, it can be concluded that the unit of certification has a work agreement along with related documents that regulate details of wages and working conditions.

6.2.3

The company shows evidence of legal compliance regarding the fulfillment of labor rights to workers, for example:

- Security at the factory works 6 days a week starting from Monday – Saturday. Security has the right to a weekly holiday which falls every Sunday. In one day, there are 3 work shifts where in 1 shift consists of 8 hours of work including 1 hour of rest. Based on the results of interviews with security, information was obtained that there were no excess working hours because in 1 shift they work 7 hours and have a holiday every Sunday. Security will also get a job premium every month. The premium value obtained is different for each position, for example member (around IDR 800,000/month), deputy team commander (around IDR 1,000,000/month) and team commander leader (around IDR 1,100,000/month). The company shows proof of remuneration to the security, for example, security with initial SNT (deputy team commander position) receives a basic wage of IDR 3,259,166, rice allowance of IDR 478,950 (for workers and their families) and a work premium of IDR 1,040,000.
- Boiler operator with the initials SPRD who gets a basic wage of IDR 3,699,800 and overtime pay of IDR 1,785,522 for a total earned overtime hours of 48.5 hours and wages per hour of overtime of IDR 21,386. Every time they carry out overtime, workers have signed an overtime order.
- The certification unit has deductions/fines that apply if workers commit irregularities/negligence in their work. For example, deductions from working day wages if workers are absent from work without reason. The company shows proof of deductions for working days wages listed in the payroll security document for July 2023. For example, security with initial DWS who received a wage deduction of IDR 136,546 for being absent for one day.
- Workers are entitled to leave for 12 days in 1 year. The company shows a sample annual leave document for worker with initial SJ who applies for 4 days of leave out of the total remaining 6 days of leave entitlements starting August 11-15th, 2022. This request has been approved by the Manager and KTU.
- Female workers will get leave related to reproductive rights such as menstruation leave and maternity/maternity leave, as follows:
 - Menstrual leave for female workers is carried out based on the results of a doctor's examination at the company clinic. In the Menstrual Monitoring Document for Women Workers for 2023 there is a summary of women workers who have permission to leave for menstruation, for example a woman worker with initial AD (sprayer division 1) applied for one day menstrual leave on July 14th, 2023.
 - Maternity/maternity leave for female workers is carried out based on recommendations from the company clinic. For example, a certificate of maternity leave for workers with initial BS on April 14th, 2022. The worker gets 90 days of leave during pregnancy and childbirth.

It can be concluded that the implementation of working hours, minimum wages, overtime wages, leave entitlements, and others are in accordance with the provisions of applicable labor laws.

6.2.4

The certification unit has a list of worker welfare infrastructure facilities updated for year 2023 for Seumanyam POM and Seumanyam estate unit, where there are staff and employee housing facilities, religious facilities (houses of worship), sports facilities, health facilities in the form of clinics, clean water facilities, electricity facilities in the form of *PLN*, day care centers, school buses and others. Currently, all welfare facilities provided in general are in proper condition and can be used by workers and their families. The document also contains a monitoring and maintenance program for workers' welfare infrastructure for the 2023 period. The document describes the current condition of the worker welfare facilities in good

condition and the maintenance program carried out in the employee's housing environment, namely cleaning the grass, transporting garbage and repairing damage.

Based on the results of field observations in employee housing areas, for example in the housing area of Division 2 and 3 Seumanyam Estate and housing area Seumanyam POM units, it is known that the welfare facilities provided are in proper/good condition, the worker's house consists of 2 bedrooms, 1 bathroom and kitchen. Clean water is provided every day. Electricity is in the form of *PLN*. There are also prayer facilities in the form of mosques, sports facilities (football, volleyball, badminton and tennis courts), educational facilities (kindergartens), transportation facilities in the form of school buses, and other facilities. Clinics are available as worker health facilities that can be accessed by workers and their families. This is supported by the results of interviews with residents of the housing which stated that the housing facilities provided were in decent condition, one house was occupied by 1 head of family and so far if there were complaints from workers regarding housing facilities, the unit of certification would respond and as soon as possible carry out repair.

In accordance with the description above, it can be concluded that the certification unit already has facilities and infrastructure for the welfare of workers in proper conditions and accessible to workers and their families.

6.2.5

Based on the results of field visits, it is known that the Estate and Mill locations are also close to traditional markets and villages, so workers' access to food and clothing or household goods is very easy to reach. Then, from the results of interviews with plantation and factory workers as well as residents of houses in employee housing, it is known that they do not experience difficulties in obtaining food sources because they can shop at stalls in the surrounding villages.

6.2.6

The certification unit has a Decent Living Wage Policy that has been in effect since June 2019, revised April 2021 and has been approved by the Principal Director. The policy explains that the unit of certification is committed to:

- Ensuring that the remuneration system is implemented fairly, transparently and is understood by all employees.
- Decent living wage payments meet or exceed national wage standards.

Currently the company uses a decent living wage calculation based on Decree of the Governor of Aceh Number 560/1539/2022 concerning Determination of the Aceh Provincial Minimum Wage for 2023 which was set on November 24th, 2022. It is known that the Aceh Provincial Minimum Wage for 2023 is IDR 3,413,666 and is valid from January 1st, 2023. In addition, the company also refers to actual and rational prices around the company's operations.

Applicable wages include basic wages, allowances such as basic salary, rice allowance, annual bonus, holiday allowance, *BPJS Ketenagakerjaan*, *BPJS Kesehatan*, water, food allowance, medical care, housing, pension, etc. The independent calculation of prevailing wages & in-kind benefits is shown in the document for calculating the yearly Prevailing Wage of PT Socfin Indonesia – Seumanyam POM & Estate of Aceh Region, namely as follows the PT Socfindo's 2023 prevailing wages and in-kind benefit assessment which was set on April 4th, 2023. Applicable calculation of wages & benefits varies depending on worker status (single/married/has children), ranging from IDR 6,408,472 – IDR 6,614,479 (maximum 3 children).

6.2.7

The company shows the labor requirement document for the 2023 period and the labor list document for the July 2023 period for each plantation unit. It is known that PT Socfin Indonesia – Seumanyam Estate still has harvest workers with contract status consisting of 104 workers.

From the results of interviews with management, it is known that the company has identified a type of permanent job where harvesting is a permanent job. And then, the use of harvest labor with *PKWT* status is only used during the peak harvest season. This is in line with the results of verification of plantation production documents over the past year, which have experienced a significant increase every month. as an example of an increase in production in May 2023 (to 12,049 tons) compared to April 2023 (to 9,340 tons). *PKWT* harvest workers remaining in the company are workers recruited in 2023 with different lengths of service. Then, representatives the Manpower and Transmigration Service of Nagan Raya Regency stated that the company had routinely reported the use of *PKWT* workers along with their work agreements. The following are some examples of reports made by companies to local agencies:

- Letter Number 500.15.12.2/7/DISNAKERTRANS-NR/2023 dated March 28th, 2023 concerning evidence of PKWT registration for PT Socfindo Perkebunan Seumanyam for a total of 55 harvest workers at the Manpower and Transmigration Office of Nagan Raya Regency. The work agreement letter is valid for 4 months from March 1st to June 30th, 2023.
- Letter Number 500.15.12.2/13/DISNAKERTRANS-NR/2023 dated 13 June 2023 concerning proof of registration of PKWT PT Socfindo Perkebunan Seumanyam for a total of 49 harvest workers at the Manpower and Transmigration Office of Nagan Raya Regency. The work agreement is valid for 3 months and 9 days from May 23rd to August 31st, 2023.
- Letter Number 500.15.12.2/16/DISNAKERTRANS-NR/2023 dated 26 July 2023 concerning proof of registration of PKWT PT Socfindo Perkebunan Seumanyam for a total of 45 harvest workers at the Manpower and Transmigration Office of Nagan Raya Regency. The work agreement is valid for 2 months from July 1st to August 31st, 2023.

The last company conducted recruitment for workers with PKWTT status in 2022. Recruitment is carried out for prospective new workers or PKWT workers at the company to be designated as PKWTT workers. The company shows proof of recruitment and Employee Determination Decree as follows:

- Employee Assignment Decree with initial RR dated August 15, 2022 which was determined as a KHT class harvest worker with a basic wage of IDR 3,022,531.
- Employee Assignment Decree with initial KND dated August 15, 2022 which was determined as a KHT class harvest worker with a basic wage of IDR 3,022,531.
- Employee Assignment Decree with initial AS dated August 15, 2022 which was determined as a KHT group harvest worker with a basic wage of IDR 3,022,531.

Status: Comply

6.3

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

6.3.1

Freedom of Association Policy that has been in effect since 1 June 2019 and has been approved by the Principal Director. The policy explains that:

- The company respects the rights of all workers to freedom of association and the right to bargain collectively.
- All employees have the right to join and participate in lawful independent representative unions, groups or organizations of their choice.

The unit of certification has a labor union which is incorporated in one *SPSI* forum as a forum for workers to convey their complaints or aspirations to the unit of certification. Based on the results of interviews with representatives of labor unions, it is known that labor unions hold regular meetings to discuss complaints and aspirations expressed by workers. Then, based on the results of interviews with sampling workers in plantation units and factories, information was obtained that workers can submit complaints or grievances through the labor union. If there is a dispute in terms of unfinished industrial relations between the worker and the unit of certification, the labor union will be responsible for accompanying the worker until the problem is resolved.

6.3.2

The unit of certification also shows documents of the minutes of internal trade union meetings or bipartite meetings written in the national language, for example:

- Minutes of meeting of *LKS Bipartite* with *SPSI* on June 21st, 2023, which discussed change of working days due to national holidays.
- Minutes of meeting between *LKS Bipartite* with *SPSI* on January 24th, 2023, which discussed the determination of work premiums in 2023.

6.3.3

Based on the verification of the organizational structure of the labor unions in each estate and factory unit, it is known that the workers' union officials in all estates and mills are not representatives of management/company staff. Then, based on

the results of interviews with labor union representatives and union members, it is known that there is no intervention from the unit of certification in selecting or organizing labor union activities.

In addition, the results of interviews with workers, it is known that the company has given them the freedom to form and join labor unions. Then, union membership is voluntary without coercion. Of the several workers interviewed, some were members of a trade union and some were not members of a labor union.

Status: Comply

6.4

Children are not employed or exploited.

6.4.1

The Child Protection Policy has been in effect since 1 June 2019 and has been approved by the Principal Director. The policy explains that the company will not tolerate the use of child labor under the age of 18. This policy also applies throughout to the company's suppliers and contractors. Based on the employee list for the July 2023 period, it is known that none of the employees were younger than 18 years old when they first started working. Then, based on the results of verification of the updated contractor workforce list document for the period July 2023, for example the contractor Koperasi Karyawan Dura, it is known that all contractor workers are over 18 years old.

Based on the results of interviews with representatives of labor unions and external stakeholders around the company (contractors and community leaders), information was obtained that there had never been any issues regarding child labor. In addition, around the company area there are warnings informing the prohibition for children to be in the work location.

6.4.2

The unit of certification shows the labor list documents for the July 2023 period for mill and estate units where there are no children under 18 years of age employed. In addition, the unit of certification shows examples of job vacancy information contained in Letter Number SY/X/Bi/358/22 dated 20 July 2022 regarding job vacancies for FFB harvest and transport workers which were informed to the heads of villages around the Company. In this document, there is a classification of prospective workers not being under 18 years of age.

Based on interviews with HR staff, it was explained that in the process of recruiting employees, age screening will be carried out before going through identity checks (e-KTP or Birth Certificate) to ensure that the age requirements of workers are met and not violated. The results of interviews with pest and plant disease census workers in the Seumanyam Estate and security unit at the Seumanyam Mill unit, it is known that workers have understood the age limit that can be accepted to work in the company. Then, from the results of field visits to plantations and factories, it was found that the youngest worker the auditor encountered was a worker with the initials RF (harvesting division 1) with an age of 22 years.

6.4.3

Based on a review of the employee list document period July 2023 and the results of interviews with workers in mill and estate units as well as management representatives, information was obtained that there were no young workers working in the certification unit. Then, from the results of a study of the list of students who took part in internships or field work practices, it is known that there were 27 college students who carried out internships/field work practices in the company's operational areas during January 2022 – June 2023. In addition, it is also known that all of these students are over the age of 18 years.

Based on the results of interviews with labor union and management representatives, it is known that students who do internships/practice in the field will be placed in non-hazardous jobs or as observers of plantation and mill activities. Because the goal is only to meet the needs of fulfilling the learning curriculum.

6.4.4

Socialization regarding child protection policies and the prohibition of child labor has been carried out in mill and estate unit. For example:

- Socialization on July 24th, 2023, in division II, which was attended by 10 workers
- Socialization on May 15th, 2023, in division III which was attended by 16 workers

- Socialization on July 10th, 2023, in division I which was attended by 19 workers
- Socialization on July 26th, 2023, in division IV which was attended by 28 workers
- Socialization on April 27th, 2023, in the mill unit which was attended by 56 workers.

The company has also conducted outreach to workers and external stakeholders around the company (suppliers, contractors and community leaders) which was held on March 24th, 2022, and at the time of renewal/signing of the cooperation contract.

Based on the results of field observations in the plantation and factory areas, it is known that the company has a warning regarding the prohibition of child labor and the prohibition of children being in the company's operational areas.

Status: Comply

6.5

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

6.5.1

The company already has a policy on guaranteeing that workers are free from all forms of harassment, threats, persecution contained in the Violence and Harassment Prevention Policy that has been in effect since 1 June 2019 and has been approved by the Principal Director. The policy explains that the company is committed to preventing all violence, abuse and sexual harassment in any form against its employees. To ensure that this policy is implemented, the company has a reporting mechanism in place when there is harassment in the workplace.

These two policies have been socialized to workers in mill and estate unit. This is in line with the results of interviews and field visits to workers who already know the flow of complaints if they do experience incidents of harassment at work. The workers stated that complaints related to sexual harassment could be submitted to the gender committee or to the direct supervisor at the workplace.

Based on the results of interviews with workers and gender committee officials, information was obtained that workers can submit complaints through their direct superiors or through the gender committee. In addition, during the past year there were no cases of sexual harassment. This is supported by the absence of complaints regarding sexual harassment in the minutes of gender committee meetings in all plantation and factory units during 2021 – 2022.

6.5.2

The company has a policy related to pregnant women workers listed in the Reproductive Rights Policy has been in effect since June 1, 2019 and has been approved by the Principal Director. The policy explains that the company is committed to ensuring that:

- All workers understand laws and regulations related to reproductive rights
- There is a gender committee that is responsible for periodic assessments of the needs of women workers, especially new mothers
- Education programs may not discriminate against women and must be based on merit
- Availability of adequate childcare facilities
- Pregnant women do not perform tasks related to hazardous chemicals
- Breastfeeding women do not perform any chemical related tasks until after 9 months and have sufficient rest time to breastfeed the baby
- Women workers taking breaks to breastfeed receive full pay.

Evidence of the implementation of this policy is listed in the document on the list of pregnant and giving birth women for the period 2022 – 2023, it is known that during the past one year there was only 1 female worker who was pregnant and had just given birth. Then, the unit of certification has also implemented menstrual leave and maternity leave for female workers in accordance with applicable laws.

Based on the results of interviews with the management of the gender committee, information was obtained that female workers have the right to leave for menstruation and maternity leave. The mechanism for granting menstrual leave is carried out by means of an examination first at the clinic by the company doctor, then the worker who applies for a menstrual leave permit must rest at the clinic until returning from work. In addition, the source also stated that pregnant and newly born women workers should not do spray work or other work that is directly related to the management of chemicals.

6.5.3

The unit of certification has identified the needs of new mothers coordinated by the gender committee. The assessment was carried out through filling out questionnaires for new mothers. The results of this identification are listed in PT Socfindo Seumanyam Estate New Mother Needs Identification Report for 2023. The following is a list of needs for new mothers, including:

- Provision of AS/corners in each division
- Provision of daycare as a child care facility
- Arrangement of work cycles for new mothers is prioritized around the daycare/AS/Corner
- Increased understanding of new mothers regarding child health, family health, breastfeeding, child care patterns
- Support *posyandu* activities in the form of supplementary feeding for infants and pregnant women
- *PAUD* facilities for employees' children.

Sampling for the assessment of the needs of new mothers was carried out for workers with initial SPN (emplacement care) on March 15th, 2023. The criteria for the assessment carried out were related to breastfeeding, childcare, contraception, entrepreneurship, knowledge/insight as a new mother and household affairs.

Based on the results of interviews with the management of the gender committee in each unit, information was obtained that young mothers were given special rest periods so they could breastfeed their children, pre and postnatal health check facilities at *posyandu* activities and were kept away from work that used chemicals when pregnant or just gave birth.

6.5.4

Based on the results of interviews with management representatives, it is known that there has been no change in procedures regarding the complaint submission mechanism that guarantees anonymity from previous audit activities. Company mechanism regarding complaints (internal and external) documented in the procedure "Handling Social Complaints" No Doc: SOC/PSM/9.02 First Edition, Rev 7, April 15, 2022. In the procedure it is stated that every employee can report a complaint in writing to the appointed officers (KTU, Assistant, *Askep*, Engineer and Management). The Complaint Form has been checked and no complaints have been received.

The procedure for the complaint mechanism is listed in point 5 of the description of the procedure, as follows:

- Complaints against the company can be in the form of complaints from internal (workers) and external complaints, namely from stakeholders or residents around the oil palm location.
- Complaints from workers/stakeholders submit a written complaint to the company through KTU, Assistant, Engineer, *Askep* or Site Management/Management.
- Site Managers/Managers study complaints made by stakeholders and provide follow-up instructions to technicians, *Askep*, Assistants, KTU or other staff according to the type of complaint.
- It is clear that the problem of complaints and their resolution does not require large resources and is still within the authority of the Site Manager/Administration, can be directly followed up by the Site Manager.
- Complaints that require further clarification and communication with the complainant will be communicated to the complainant in accordance with the Social Communication Procedure. Special staff/personnel will be appointed to carry out this communication.
- For internal complaints, communication with the union is also required.
- Staff/personnel appointed to be communicated to the complainant to obtain more complete information about the complaint, the desired settlement and so on.
- The results of the communication with the complainant are submitted to the Site Manager/Administration to discuss the follow-up. If the follow-up does not require large resources and is still within the authority of the Site Manager, it can be followed up by the Site manager.

In point 5.1 of the procedure, it is stated that the company acknowledges personal confidentiality for complaints including whistle blowers, human rights defenders, sexual violence, intimidation, and persecution by protecting the identity of the complainant. Based on the recap monitoring of internal/external complaints, there were no complaints during 2022 – 2023, either from workers or stakeholders around the company.

Status: Comply

6.6
No forms of forced or trafficked labour are used.
6.6.1

The unit of certification shows the No Forced Labor Policy has been in effect since 1 June 2019 and has been approved by the Principal Director. The policy explains that the Company is committed to creating a fair and decent place to work for all its employees. In particular prohibit withholding of identity documents or passports, payment of recruitment fees, substitution of contracts, forced overtime, lack of freedom for workers to resign, penalties for termination of employment, debt bondage and withholding of wages. This policy has been disseminated to workers in each plantation unit and factory. As proof of implementation, when the auditors conducted interviews and field visits, all understood the human rights policies that apply in the company. This policy has also been disseminated to external stakeholders, for example when making/renewing/signing work contracts.

Then, based on the results of interviews with representatives of the labor unions, the following information was obtained:

- There were no acts of forced labor carried out by the company. For example, for harvesters who work every day for 7 hours of work. The unit of certification provides an output target (base) that can be obtained in less than 7 working hours. If the harvester obtains more base, he will receive a harvest premium payment. But if they don't get results due to natural factors such as rain, they will not get a penalty. Then, based on the list of payments, harvesters have earned wages above the minimum wage.
- There is no retention of identity documents during the worker recruitment process.
- Every worker who works overtime always signs an overtime order.
- Payment of wages to workers is never late. Salary is given every at the beginning of the month.

6.6.2

Based on the results of a review of worker list documents for the July 2023 period, it is known that there is no use of foreign workers at PT Socfin Indonesia – Seumanyam POM & Estate. The workforce in the company includes permanent workers (*PT*) and contract worker (*PKWT*) who come from various regions in Indonesia. Then from the results of interviews with representatives of trade unions and company representatives, it is known that there are no foreign workers in the company. The resource person also added information that all procedures related to human resource management have been implemented in the company's operational areas. Each worker has a work agreement that describes a specific job description and there is no replacement of the contract without prior consultation and approval of the worker.

Status: Comply

6.7
The unit of certification ensures that the working environment under its control is safe and without undue risk to health.
6.7.1

The company has identified the person in charge of the K3 management that the Engineer I is the officer who will implement the K3 aspect in the company. The PIC already has a K3 license with the K3 expert certificate number 5/1537010722/AS.01.03/VII/2022 issued by the Ministry of Manpower of the Republic of Indonesia Number 5/1537010722/AS.01.03/VII/2022 on 01 July 2022. And K3 supervision card with registration number 1537010722/Q-AK3U/12/VII/2022 which is valid until 01 July 2025.

The company has also formed a P2K3 organizational structure as contained in the Decree of the Head of the Aceh Manpower and Mobility Office Number 566/290/2023 concerning the PT Socfindo Seumanyam Occupational Safety and Health Advisory Committee for 2023 – 2026 which was established on June 26, 2023. And there is already a P2K3 structure consisting of Askep, Deputy Chair, P2K3 Secretary who has a K3 license and 17 members.

The company already has a P2K3 activity report that was reported to the Head of the Nagan Raya Regency Manpower and Transmigration Office for the period January - March 2023 with document number SY/X/Bi/166A/2023 which was sent on April 12, 2023.

In addition, the company also has documentation of P2K3 meeting activities which were held on June 2, 2023, led by the Assistant Head and Technical I which was attended by 17 participants. The activity discussed directions to P2K3 members regarding P2K3 procedures and evaluating P2K3 performance in May 2023.

The following are some of the discussions in the meeting:

- In May 2023 there were no work accident cases in the field or mill so that this will continue for the following month.
- Knowing the potential hazards in waste ponds such as falling in the waste pool, waste pool officers or operators must use jacks and float tires when doing work in the waste pond area
- Convey to workers to continue to be consistent in conveying the importance of safety practices, work safety, hazards and risks of work accidents in the field and mill.
- Providing socialization of OHS policies to all K3 administrators regarding occupational safety and health both in the field and at the mill.

The company can also show all tests on machines at the mill that have been approved by the labor inspector, for example, such as inspection of a power generation machine with a capacity of 350 Kva which was tested on October 3, 2022 and re-tested on October 31, 2023.

Based on this explanation, the company has identified the person in charge of OHS affairs and has provided records of periodic meetings between the person in charge and the workers.

6.7.2

Companies can show procedures related to emergency response and work accidents that are available in Indonesian, including:

- Emergency Preparedness and Response Procedure No. SOC/PSM/4.08, Revision 05 effective date 1 April 2014. In brief, the procedures explain things that must be done during preparation, during an emergency, post-emergency, environmental patrol and K3.
- Work Accident Reporting and Investigation Procedure No. SOC/PSM/4.14, Revision 04 effective date 1 October 2020. In brief, the procedure describes early detection of potential hazards, activities in the event of an accident, reporting and investigation.

The company has formed a P2K3 organizational structure as stated in the Decree of the Head of the Aceh Manpower and Population Mobility Office Number 566/290/2023 concerning PT Socfindo Seumanyam's Occupational Safety and Health Advisory Committee for 2023 – 2026 which was established on June 26, 2023. And there has been P2K3 structure consisting of Askep, Vice Chair, Secretary of P2K3 who has a K3 license and 17 members.

The company already has a first aid worker who has a license with the initial S with license number No. 901-7/P3K/DTK/2021.

From the Seumanyam Unit's first aid list document for the 2023 period, it is known that there are 77 first aid boxes and/or bags scattered in the office, daycare, fertilizer warehouse, foreman I, harvest foreman, spray foreman, fertilizer foreman, shoot foreman, assistant, and factory area. The company can show a record of checking the adequacy and suitability of the contents of the First Aid Box/Bag which is carried out every month.

The company also has a list of emergency handling facilities in the form of 49 units of fire extinguishers placed at the plantation and factory, as well as 1 hydrant unit at the factory location which can be shown as well as monitoring records of condition and feasibility of function every month.

Based on a review of the Seumanyam Unit Frequency Rate and Severity Rate document for the 2023 period, there were 2 work accident incidents. The company can also show records of investigations, cause analysis, corrective and preventive actions as well as follow-up handling of victims to related health services and reporting to BPJS.

6.7.3

The company has established the Procedure for Identification of Environmental Aspects of Occupational Safety and Health (SOC/PSM/4.04) Based on this, the identification of critical aspects of Occupational Health and Safety was carried out in the document List of Important Aspects of Occupational Safety and Health (SOC/Form/4.04- 06) then document the results of the K3 important assessment in the Impact Assessment Table (SOC/Dp/4.04-01).

From the results of the auditor's verification, information can be obtained that all workers in the plantations and factories have

received PPE. In addition, from interviews with workers in the field, the PPE provided by the company is free. The following is an example of evidence - the provision of PPE provided by the company contained in the "tool card" document, including:

- Initial AP employees receive PPE leather gloves on 19 August 2022 and 05 June 2023 and safety shoes on 13 July 2023.
- Initial N employees receive PPE leather gloves on 05 June 2023 and safety shoes on 12 July 2023.

Based on this explanation, the company has provided appropriate personal protective equipment and is provided free of charge to all workers in the workplace.

6.7.4

The unit of certification already has a list of workers which also includes participant numbers for *BPJS Ketenagakerjaan* and *BPJS Kesehatan* for all workers (including workers with *PT* and *PKWT* status) in each plantation unit and factory. As one example, based on a review of the July 2023 worker list documents and proof of *BPJS* payments for the same period, it is known that companies have registered and paid all their workers in the *BPJS Ketenagakerjaan* program, which consists of work accident benefits, death benefits, old age security and pension benefits as well as *BPJS Kesehatan* via Bank Transfer with the following details:

Labor list document period of July 2023:

- The total worker of the July 2023 update is 875 workers.
- PKWTT worker = 771 workers.
- PKWT worker = 104 workers.

Proof of payment for *BPJS Ketenagakerjaan* and *BPJS Kesehatan*:

- Proof of payment for *BPJS Ketenagakerjaan* of PKWTT worker for the July 2023 period with a total of 771 workers on 7 August 2023.
- Proof of payment for *BPJS Ketenagakerjaan* of PKWT worker for the July 2023 period with a total of 104 workers on July 7, 2023.
- Proof of payment for *BPJS Kesehatan* of PKWTT and PKWT worker for the July 2023 period with a total of 848 workers and 1666 dependents of workers on July 7, 2023. There is a difference of 27 workers from the total workforce updated in July 2023. Management representatives stated that 27 workers had participated in the health insurance program from Indonesian government, namely PBI or JAMKESDA.

Based on the results of interviews with plantation and factory workers, it is known that the company has provided employment guarantees to all workers and health insurance to workers and their families (wife and children). The workers have held the *BPJS* card and know the registration number. The worker also added information that the *BPJS Kesehatan* card can be used for treatment when a family member is sick.

Based on the above, it can be concluded that the company has provided health services and protected all its workers with work accident insurance (*BPJS Ketenagakerjaan*) and health insurance (*BPJS Kesehatan*).

6.7.5

The company can show the Lost Time Accident calculation for the 2023 period as follows:

Estate

Period: Period January - June 2023
 Number of Employees: 4,411
 Number of Work Accidents: 2 cases
 Total Working Hours: 674,673 hours
 FR: 17.9
 SR: 179.09
 Number of Working Days Lost: 20 days

Mill

Period: Period January - June 2023

Number of Employees: 561
 Number of Work Accidents: 1 case
 Total Working Hours: 97,642 hours
 FR: 63.29
 SR: 1645.56
 Number of Working Days Lost: 26 days
 Based on this explanation, the company has recorded work accidents using the Lost Time Accident (LTA) measure.

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

The company shows the IPM plan that is implemented and monitored to ensure effective pest control, which is shown in the following documents:

- Integrated Pesticide and Pest Management Plan 2023, which among other things explains the Goals, Targets, Capacity Standards, Standards for Compliance with Legal Requirements and Programs
- The IPM planting program includes:
 - Beneficial plant planting and monitoring (assistant) Jan – Dec 2023
 - Tyto Alba breeding and monitoring (assistant) Jan – Dec 2023.

In addition, in the period 2022 - June 2023 there were no pest attacks such as caterpillars or rats.

7.1.2

The company does not use invasive species listed in PermenLHK No. P94/MENLHK/SEKJEN/KUM.1/12/2016 regarding invasive species. Based on the document on the list of host plants/natural enemies of the Seumanyam garden pest in 2023, it is known that the company used beneficial plant types, namely Cassia cobanensis, Antigonon leptopus and Turnera subulata. The company also carries out biological pest control using Tyto Alba.

7.1.3

The company carries out pest control by implementing integrated pest prevention and control.

The policy not to use fire in pest control activities, one of which is listed in the SOP for Integrated Pest Management of Palm Leaf-Eating Caterpillars Article 5 (Policy) "It is not justified to use fire to control caterpillar pest attacks."

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

Based on the results of field observations on pest census activities, no traces of fire were found due to the use of fire.

Status: Comply

7.2

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

7.2.1

The company shows pesticide stock data for the 2023 Seumanyam Estate and the justification for using pesticides, an example of which is as follows:

Pesticide	Active Ingredients	WHO 1a/1b	UoM	Target
Ally 20 WG	Metil Metsulfuron 20%	-	Kg	woody growth, mucuna bracteata, stenochlaena palustri, dicranopteris linearis

Basta 150 SL	<i>Glufosinate-ammonium</i>	-	L	curvularia maculans, pestalotiopsis
Becano	<i>Indaziflam 500 g/l</i>	-	L	narrow leaf weed
Dacomin 865 SL	<i>2,4-D Dimetil amina 865 g/l</i>	-	L	broadleaf weed
Dithane M-45 90 WP	<i>Mancozeb 80%</i>	-	Kg	fungicide
Garlon 670 EC	<i>Triklopir butoksi etil ester 670 g/l</i>	-	L	after-growth systemic herbicide
Garlon Mix	<i>Triklopir butoksi etil ester 670 g/l</i>	-	L	woody growth
Gulmaron 80 WP	<i>Diuron 80%</i>	-	L	broadleaf weed, narrow leaf weed
Starane 290 EC	<i>Floroksipir 290 g/l</i>	-	L	broadleaf weed

The company can also show data on the use of pesticides in 2021, namely as many as 30,351.44 and in 2022 as many as 30,489.29 there is an increase in the use of pesticides of around 0.65% from 2021 to 2022. This is due to an experiment using the Basta brand pesticide used to widen the plate in a narrow field.

7.2.2

The company shows records of pesticide use as described in the 2023 pesticide toxicity document. The document describes the active ingredients used, the LD50 of the active ingredients, and the number of pesticide applications per hectare of the pesticides used. For example, in the following table:

Trade name	:	Ally 20 WDG	Amistartop 325 SC
Active Ingredients	:	<i>Metil Metsulfuron 20%</i>	Azoxistrobin 200g/l; Difenokonazol 125 g/l
LD50	:	5000	2000
Pesticide Use	:	21,716 Kg	8.60 L
Active Ingredients Used	:	42.15 kg	3.98 L
Application Area (Ha)	:	4343.25	4.3
Total Active Ingredients/Ha	:	0.010 Kg	0.927 Kg

7.2.3

The company already has pesticide plans and realization for the 2021 – 2025 period, which are set out in the following table:

2021	2022		2023		2024		2025	
Real	Plan	Real	Plan	Real	Plan	Real	Plan	Real
30,351.44	50,259.34	30,489.29	4,266.39	29.86	4,109.34	-	4,160.04	-

From the table, information is obtained that there is an increase in the use of pesticides by around 0.65% from 2021 to 2022. This is due to an experiment using the Basta brand pesticide which is used to widen the disk in a field that has narrowed.

7.2.4

Based on the results of the document review, it is known that there is no use of pesticides for prophylactic purposes. The results of interviews with management representatives revealed that the company applied pesticides based on the results of the census.

7.2.5

Based on the results of field visits to pesticide storage warehouses, it is known that there are no pesticides with the active ingredient paraquat or those belonging to WHO class 1a and 1b.

7.2.6

Based on observations and interviews with spraying workers, it is known that workers are able to apply the circular path spraying technique according to company procedures. Workers have used PPE according to PPE standards, such as headgear, goggles, masks using respirators, long-sleeved wear packs, aprons, rubber gloves, and boots. Workers are able to explain cleaning PPE, work tools, and self-cleaning after working in the rinse house.

7.2.7

Based on the results of a field visit to the chemical warehouse, it is known that the chemical storage area complies with Government Regulation no. 74 of 2001 concerning Management of Hazardous and Toxic Materials where warehouses have been equipped with ventilation, safety warnings and symbols, MSDS, emergency response facilities such as fire extinguishers, eye wash, and first aid kits.

7.2.8

Based on the results of field visits to the Seumanyam POM chemical warehouse, Division II and III rinse houses, and Division III fertilizer warehouses, there were no visible traces of pesticide containers that were not placed according to the pesticide packaging storage designation. All pesticide containers have been properly stored in the hazardous and toxic waste storage area at PKS Seumanyam. Meanwhile, based on document verification, all pesticide containers were handed over to third parties (licensed hazardous waste managers) with evidence of Minutes of Handover of Hazardous Toxic Waste N0.03/SY/LB3/VII/2023, July 24, 2023, to PT Amindy Barokah, with details: Contaminated packaging: 91.2 kg and good contamination: 28.8 kg.

In addition, the company also has a training and outreach program related to handling pesticides, how to apply pesticides safely, and procedures for disposing of used pesticide containers. In addition, the company also submitted a list of attendees, documentation and socialization materials. For example, socialization and training on spraying and using pesticides on 28 June 2021 and was attended by 59 participants.

Based on the explanation above, it is known that the Certification Unit disposes of all pesticide containers properly according to standard operating procedures.

7.2.9

Based on interviews with the company, it is known that the company does not carry out spraying activities by air.

7.2.10

The company has carried out periodic health checks for workers, especially officers who deal with chemicals. Companies can also show documentary evidence of inspection minutes which are carried out in stages, including:

- On June 17, 2023 as many as 2 people
- On June 14, 2023 there were 11 people
- On June 15, 2023 there were 21 people

Companies can show examples of the results of health checks for workers, namely:

- Health Examination Results Report on behalf of Rubiah, position of Foreman Micron Herby with Medical record number 00030/030/VI/SKS/23 with normal results.
- Health Examination Report on behalf of Julianti, position of sprayer with medical record number 0081/081/VI/SKS/23 with normal results.

Regarding OFI in the previous assessment, the Company can show documentation of the handover of the inspection results to workers in 2022, for example, to 21 employees in Division I. The results of the medical examinations in 2023 have not been conveyed to workers because the MCU has just been implemented in June 2023 and the results of the health checks are in the process.

From the results of interviews with spraying workers in the field, they knew the results of the health check and all workers were stated to be in good health and normal for work.

7.2.11

From the results of field visits and studies of labor list documents it was found that no work related to pesticides was found by people who were under 18 years of age, pregnant or lactating women.

Companies can also show documentation of changing the type of work for workers who are pregnant as many as 3 people in 2023.

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 unit of certification already has a Waste Management Plan, which is contained in the document:

A. Identification of waste control (SOC/Form/4.11-01), for example:

Area: Warehouse of fertilizers, poisons, chemicals; Type of Waste: Used Lubricant Packaging, waste classification: B3 has no economic value; TPS I location: in the B3 warehouse; TPA/Control: handed over to a licensed B3 waste collector. Meanwhile, in the factory there is some waste generated from factory operations, among others

- POMEs
- Palm shells
- Fiber
- Empty bunches

B. Guidelines for Handling Chemical Packaging Waste no SOC/DP/4.11.05 Rev 08 dated August 1, 2020, procedures governing: Types of B3 Packaging waste, Handling of Packaging Waste for Toxic Hazardous Materials, Re-use, and Handover of waste B3 to licensed collectors: at least once every 3 months, a designated licensed transporter will transport B3 waste from each plantation.

C. Guidelines for Handling Domestic Waste no SOC/DP/4.11-04 Rev: 03 dated 1 August 2020. covers types of waste: Organic, An Organic, and procedures for handling waste in general in housing and office areas as well as in factory areas.

In managing Toxic Hazardous Material waste and Liquid Waste Management, the company has the following permits:

1. Hazardous waste store permit in accordance with the Head of the Investment and Integrated Service Office of Nagan Raya Regency decree number 503.10/00/2019 dated 10 January 2019 valid until 10 January 2024.
2. Effluent discharge permit in accordance with the Head of the Investment and Integrated Service Office of Nagan Raya Regency decree number 503.11/00/2019 dated 10 January 2019 valid until 10 January 2024.

7.3.2

Companies can demonstrate that waste management is understood by workers and managers with evidence of:

1. Complete the permit for the management of toxic hazardous material waste and the management of liquid waste (POME) detailed in 2.1.1.
2. Collaborating with third parties in the management of toxic hazardous waste with evidence: Cooperation Contract for Toxic Hazardous Waste Management, Number: 265/SI-ABS-SDLI/SPK-LB3/IX/2022, date: 09 September 2022, valid until 19 September 2023.
3. Recording of Toxic Hazardous Waste:
 - Minutes of Handing Over of Toxic Hazardous Waste No.02/SY/LB3/IV/2023, April 17 2023, with details:
 - a. Contaminated packaging : 224.6 Kg
 - b. Used filter: 35 Kg
 - c. Medical Waste : 1 Kg
 - d. Good contamination: 15.6 kg

- e. Solid Laboratory Waste : 0.1 Kg
- f. Used Oil: 25 Liters
- Manifest waste of hazardous and toxic materials from the waste above, among others:
 - a. Manifest Number KLHK-1688038353, type of waste : used lubricating oil, waste code B3 : B105d, volume : 0.0225 tons, April 17 2023, Transport Vehicle Number BK 9777 MP
 - b. Manifest Number KLHK-1687791820, type of waste: Clinical Waste, B3 waste code : A337-1, volume : 0.001 ton, April 17 2023, Transport Vehicle Number BK 9777 MP.
- 4. Registration of liquid waste (POME):
Period January – May 2023 :
 - a. January waste discharge: 345 m3/month
 - b. February waste discharge: 1,442 M3/month
 - c. March waste discharge : 1,796 M3/month
 - d. April waste discharge: 1,853 M3/month
 - e. May waste discharge : 1.106 M3/month
- 5. Utilization of Solid Waste (shell and fiber):
Period January – July 2023 as follows:
 - a. Processed FFB: 70,950, 080 kg
 - b. CPO production: 16,683,387 Kg
 - c. Shell Production: 3,758,494 Kg
 - d. Fiber Production: 8,868,760 Kg
 - e. Use of shells: 3,148,817 Kg
 - f. Fiber usage: 8,868,760 Kg
 - g. Shell excess: 609,677 Kg
- 6. Domestic Waste: based on the results of field visits in Divisions II and III as well as final waste disposal sites in Block 45 Division II and Block 61 Division III, it can be seen that the housing complex provides trash bins in each house, there are no piles of garbage and burning garbage around the housing area, and at the final disposal site there was no disposal of hazardous waste materials and no indication of waste burning.

7.3.3

Based on the results of observations at the housing divisions II and III as well as at the location of the landfills Block 45 Division II and Block 61 Division III, it is known that there was no indication of open burning for the destruction of domestic waste.

	Status: Comply	
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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 has procedures for implementing the Best Plantation Management, including:

- SOP Procedure for Oil Palm Cultivation (SOC/PSM/7.10) revision 02, valid 01 April 215
- Soil Analysis Procedure No. SOC/PSM/7.10-15, Revision 03 effective date 1 November 2018.
- Leaf Analysis Procedure No. SOC/PSM/7.10-16, Revision 01 effective date 1 April 2015.
- Procedure for Marginal Land Management in Oil Palm Plantations No. SOC/PSM/7.10-14, Revision 02 effective date 1 April 2015
- Mechanical Fertilization Work Instructions No. SOC-KKS/IK/20, Revision 00 effective date 10 July 2014
- Solid Application Work Instructions No. SOC-KKS/IK/15, Revision 02 effective date 1 April 2015
- Blank Job Application Instructions No. SOC-KKS/IK/12, Revision 04 effective date 1 April 2015.

7.4.2

The company already has soil and leaf analysis documents carried out by the Bangun Bandar Analytical Laboratory with the accreditation number KAN LT-905-IDN. The company shows the results of leaf analysis. As an example of the Leaf Analysis Report document from the Bangun Bandar Analytical Laboratory, samples were received on April 22, 2022.

LABCODE	N-Kjehl	P-Total	K-Total	Ca-Total	Mg-Total
L2022-1143-4904	2,96	0,17	1,22	0,63	0,23
L2022-1143-4905	2,90	0,17	1,06	0,67	0,30
L2022-1143-4906	2,85	0,19	1,09	0,66	0,23
L2022-1143-4907	2,54	0,16	1,12	0,61	0,24
L2022-1143-4908	2,82	0,18	1,09	0,72	0,27
L2022-1143-4909	3,19	0,22	1,14	0,71	0,27
L2022-1143-4910	2,82	0,18	1,02	0,74	0,25
L2022-1143-4911	3,19	0,19	1,08	0,70	0,21
L2022-1143-4912	2,68	0,18	0,92	0,76	0,23
L2022-1143-4913	2,69	0,18	1,03	0,75	0,26

Companies can also show the Soil Analysis Report document received by the laboratory on April 29, 2021, as for samples of soil analysis results as follows:

LAB CODE	N-Kjehl	P-Total	K-Total	Ca-Total	Mg-Total
L2021-983-7221	2.56	0.17	1.06	0.74	0.22
L2021-983-7222	2.72	0.17	1.08	0.87	0.30
L2021-983-7223	2.61	0.18	1.08	0.76	0.22
L2021-983-7225	2.65	0.20	1.19	0.59	0.27

Based on this explanation, the company has conducted regular tissue and soil sampling to monitor and manage changes in soil fertility and plant health.

7.4.3

Companies can show examples of EFB application records as alternative nutrients and nutrient recycling strategies for the period January 2023 – July 2023 as follows:

BLOCK	PLANTING YEAR	REAL	
		TON	HA
12	2019	522.2	17.11
13	2019	1157.33	38.44
14	2014	953.8	30.79
19	2014	3901	15.53
22	2014	1926.18	63.73
51	2013	1850.10	-

Currently, the total realization of EFB applications is 16,020 tons with an area of 509.69 hectares.

7.4.4

From the results of the auditor's verification, the company has determined the fertilizer intake document in 2023 which includes immature plantations and mature plantations. And for now the company can show the realization of the use of fertilizer in the third phase of 3,057 tons from the planned 4,352 tons.

Status: Comply

7.5
Practices minimize and control erosion and degradation of soils.
7.5.1

The company shows maps that identify marginal, fragile soils including land with steep slopes, including the following:

- Map of Marginal Land of Seumanyam/Tripa scale 1:25000, the map identifies Solum Shallow Marginal Land (<50 cm), rocky at a depth of 50 cm.
- Map of Soil Types of Seumanyam/Tripa Scale 1:25000, the map identifies the types of soil in the company, as follows: USDA Type : Aquic Eutrudept, Aquic Hapludult, Aquic Paleudult, Typic Dystrudept, Typic Endeaquept, Typic Hapludult, Typic Paleudult, Typic Udorthen, Typic Paleudalf.
- Land Slope Map of Seumanyam/Tripa Scale 1:25000, the map describes the slope of the land in the company's location, including: (0%-4%, 4%-12%, 12%-24%).

7.5.2

Based on the Seumanyam/Tripa Land Slope Map of 1:25000, it is known that the slope of the land at the company location is: 0% -4%, 4% -12%, 12% -24%). The company has carried out replanting activities.

Based on field visits in the replanting area, no extensive replanting of oil palm was found on steep slopes.

7.5.3

Company statement as well as data verification activities as well as document review results, it is known that the company only carries out replanting activities and does not carry out new land development activities.

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

Company statement as well as data verification activities as well as document review results, it is known that the company only carries out replanting activities and does not carry out new land development activities.

7.6.2

As a result of verification of map document data and permits since 1930, there have been no new plantation activities since January 2010.

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 results of a study of soil type map documents, it is known that there are no peat soil types in the company area. The types of land found in the company are as follows: Aquic Eutrudept, Aquic Hapludult, Aquic Paleudult, Typic Dystrudept, Typic Endeaquept, Typic Hapludult, Typic Paleudult, Typic Udorthen, Typic Paleudalf.

Status: Comply

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

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

The company shows the results of river water and clean water tests as follows:

1. River Water:
Performed by the KAN Accreditation Laboratory LP-905-IDN, on January 27 2023, carried out on 32 parameters, the quality standard reference of Republic of Indonesia Government Regulation No 22 of 2021.
2. Clean Water:
Conducted by the KAN Accreditation Laboratory LP-905-IDN, on March 1, 2023, carried out on 27 parameters, the quality standard reference for Minister of Health Regulation Number 32 of 2017.

Based on the results of the verification of the water quality test results above, it is known that there are no parameters with a test result value exceeding the quality standard stipulated in the regulations.

7.8.2

The certification unit has identified river riparian areas according to the 2014 HCV identification report. Based on document verification and field observations to Block 69 Division 3 (HCV – Riparian of Alue Raya River) and Block 59 Division 3 (HCV – Riparian of Alue Rumbia River). It can be seen that the width of the river is under 10 meters. The width of the river border is set between 5 meters and 30 meters. riparian zones are well maintained, HCV warning signs posted, and no chemical applications.

7.8.3

The unit of certification already has a Liquid Waste Disposal Permit in accordance with the Decree of the One Stop Investment and Services Service Number: 503.11/00/2019 dated 10 January 2019 concerning the Granting of PT Socfindo Seumanyam Liquid Waste Disposal Permit with a validity period of 5 years. The obligation of every business or activity to carry out periodic reviews every 6 months regarding the disposal of waste water into water or water sources to the Nagan Raya Regency Environmental Service, includes at least:

1. Influence on the cultivation of fish, animals and plants
2. Influence on the quality of soil and groundwater; And
3. Influence on public health.

The company has tested the quality of liquid waste, which has been carried out by the KAN Accredited Environmental Testing Laboratory LP-389-IDN, in the period May - June 2023.

7.8.4

The company shows records of the Distribution of Processed Water and Boiler Use for the 2022 and 2023 periods, with details:

1. Period 2022 (January – December): Total water use (processing and boilers): 115,203 M³ or Water use per ton of FFB: 1.07 M³/Ton.
2. Period 2023 (January – June): Total water use (processing and boilers): 66,458 M³ or Water use per ton of FFB: 1.1 M³/Ton.

The company already has a water utilization permit with proof of Decree of the Minister of Public Works and People's Housing Number: 385/KPTS/M/2019, concerning the Granting of Water Resources Exploitation Permits to SOCFIN Indonesia Limited Liability Companies for Industrial Businesses in the Alue Geutah River, Nagan Raya Regency, Aceh Province, April 25 20219, Permit valid for 5 years.

The company shows documents for paying water charges, as follows:

1. Surface Water Tax Bill for the May 2023 period, Number 973/151/UPTD-XIII/VI/2023, June 9, 2023, by the Aceh Financial Management Agency, Region XIII Nagan Raya, Tax Assessment Letter for the May 2023 Period No. Kohir 062/PAP/XIII-06/2023, dated June 9, 2023, with a total usage of 23,781 m³.
2. Surface Water Tax Bill for the period June 2023, Number 973/186/UPTD-XIII/VII/2023, July 11, 2023, by the Aceh Financial Management Agency, Region XIII Nagan Raya, Tax Assessment Letter for the July 2023 Period No. Kohir 074/PAP/XIII-07/2023, dated 11 July 2023, with a total usage of 21,900 m³.

During a field visit in the WWTP POM Seumanyam area, it was discovered that the conditions at the outlet channel to the water body were:

1. There is a control tray to accommodate waste that interferes with the flow of waste water to the exhaust pipe.
2. There is another exhaust pipe in the control tub at point 1, in conditions where liquid waste seeps out.

3. There is a flowmeter that is not permanently installed (can be opened and closed at any time).

Based on the results of clarification and interviews with management representatives of the certification unit and WWTP officers, it was explained that the pipe was construction for the SPARING installation plan and the condition of the flowmeter not being installed permanently was due to clearing blockages.

Based on the above conditions, companies are encouraged to ensure that there is no discharge of wastewater into bodies of water other than through a flowmeter and ensure that the flowmeter is permanently installed, as well as make other efforts to prevent blockages in the flowmeter, this is to ensure that liquid waste discharged into water bodies can be recorded accurately and controlled as well as minimizing the risk of waste water discharge that exceeds the capacity of the pollution load on water bodies and preventing waste water management activities that are not in accordance with applicable regulations. (OFI)

Status: comply

7.9

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

The company demonstrated the implementation of a program to monitor the use of renewable energy and has conducted an analysis of the efficiency of using fossil fuels to optimize the use of energy from biomass fuels as a substitute for fossil fuels.

The company shows Utilization Calculation of monitoring the use of renewable energy and analysis of its efficiency, with the following details:

A. January – December 2022 period:

- Shell usage: 5,087,469 Kg
- Fiber usage: 13,456,001 Kg
- Consumed Energy (Shell: 19,790,254,410 Kcal and Fiber: 31,083,362,888 Kcal; total: 50,873,617,298 Kcal)
- Percentage of energy use: 94 %
- Energy/ton CPO (Kcal/ton FFB): 2,042.2 Kcal/Ton CPO.

B. Period January – July 2023 as follows:

- Use of shells: 3,148,817 Kg
- Fiber usage: 8,868,760 Kg
- Consumed Energy (Shell: 12,248,898,130 Kcal and Fiber: 20,486,835,600 Kcal; total: 32,735,733,730 Kcal)
- Percentage of energy use: 93%
- Energy/ton CPO (Kcal/ton FFB): 1,962.2 Kcal/Ton CPO.

Based on the description above, it can be seen that the company has made efforts to increase the efficiency of the use of fossil fuels by utilizing the use of shells and fiber as boiler fuel. The amount of shell and fiber produced as waste from FFB production at Seumanyam POM has been documented and monitored for use. As for the shell waste produced, some are sold to outsiders.

Status: comply

7.10

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

7.10.1

The certification unit already has a greenhouse gas reduction and energy efficiency plan as follows:

- Consistently check the conveyance engine nozzles, calibrate the fuel injection pump, and calibrate the fuel dispenser to prevent wastage of diesel fuel in the combustion chamber.
- Optimizing the use of compound fertilizer as a substitute for single fertilizer.
- Breeding Tyto alba as a biological rat pest control.
- Efficiency in water use (reuse of rinse chamber for spraying activities, water recording for departmental and household needs, use of water dilution from fresh water to boiled ex-condensate, use of used vacuum water to vibrate converter, consistency in checking and maintaining blowing conditions shoots and their operation to increase boiler efficiency so

that water use can be reduced.

- Consistency in the inspection and maintenance of shoot blowing conditions and their operation to increase boiler efficiency so that the use of sleeves/fiber as fuel can be reduced.

The company shows identification documents for activities that generate emissions for the 2022 and 2023 periods for Factories and Plantations. The results of identification of emissions and pollution and their sources, such as in plantations, sources of emissions come from the use of fossil fuels for transportation and generators, emissions from the use of fertilizers, the use of pesticides and the use of electricity, for the results of identification of sources of emissions and pollution from factories such as the use of fossil fuels, electricity and effluent usage,

GHG calculation and monitoring is carried out by the sustainability department. GHG emissions were calculated using the RSPO 4.0 palm oil GHG calculator. The summary of GHG emissions for the Seumanyam Palm Oil Mill and its supply base is listed as follows:

Emission per product	tCO ₂ e/tProduct
CPO	0.83
PK	0.83

Extraction	%
OER	23.13
KER	3.79

Land use	Ha
Oil palm planted on mineral soil	4,386.67
Total oil palm planted area	4,386.67
Conservation area (Non-Forested)	12.54

Mill Emissions and Credit

Description	tCO ₂ e	tCO ₂ e/tFFB
Emission Sources		
POME	13159.55	0.12
Fuel consumption	122.54	0.00
Grid Electricity Utilization	152.66	0.00
Credits		
Export excess electricity to housing & grid	0.00	0.00
Sale of PKS	-1646.15	-0.02
Sale of EFB	0.00	0.00
Total	11788.61	0.10

Estate Field Emissions and Sinks

Description	tCO ₂ e	tCO ₂ e/t FFB
Emission Source		
Land conversion	30129.90	6.87
CO ₂ emission from fertilizer	4888.99	1.11
N ₂ O emission from peat	0.00	0.00
N ₂ O emission from fertilizer	3777.96	0.86
Fuel consumption	400.21	0.09
Peat oxidation	0.00	0.00

Crop sequestration	-27073.85	-6.17
Sequestration in Conservation area	0.00	0.00
Total	12123.21	2.76

Emission from Palm Kernel Crusher

Emission source	tCO ₂ e
PK from own mill	0.00
PK from other sources	0.00
Fuel consumption	0.00
Total crusher emissions	0.00

Palm Oil Mill Effluent (POME) Treatment

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

nm

POME Divert to Anaerobic Digestion

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

7.10.2

The certification did not acquire any new land after November 2005. It was noted that there was no ongoing progress of new land acquisition during interview with stakeholders. There has been concession area before 1960. At the time, plantation at Seumanyam Estate have planting in 1989, 1990, 1991, 1992, 1993, 1994, 1995, 1996, 1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2010, 2011, 2012, 2014, 2015, 2016, 2017, 2018 and 2019, 2020, 2021, 2022. For in 2006 – 2022 was replanting. The unit certification has also reported the liability & disclosure to RSPO secretariat dated 5 August 2014 with result zero liability.

7.10.3

The unit of certification shows the document SOC/DP/4.09-01 dated 1 January 2015 regarding Monitoring and Measurement of LK3 (environment, occupational health and safety).

Guidelines for handling interference from mobile and immovable sources and handling air waste, with sources of interference:

- Boiler (noise, smoke, dust)
- Genset (noise, smoke)
- Drier (noise, smoke)
- Working tools (chainsaw, trunk injection, etc.) (noise & vibration)
- Waste ponds (odor & water pollution)
- Vehicles (smoke)
- Waste ponds (odor & water pollution).

Troubleshooting

1. Monitoring of Machinery and Factory Installation, Period January - July 2023, at the Boiler Station Kernel Station, clarification.
2. Conduct wastewater quality test, with test results detailed in 7.8.3.
3. Conduct River and Well water quality tests, the test results are detailed in 7.8.1.
4. Using fossil fuels by utilizing solid waste (shells and fibers) detailed in 7.9.1.
5. Conduct air and Ambien Air emission quality tests, with evidence:
 - a. Ambient air : Report No 06027/CLACAO, dated 6 July 2023, by the KAN Accredited Test Laboratory LP-389-IDN, number of parameters 10 Parameters, quality standard Government Regulation of the Republic of Indonesia No 22 of 2021 Appendix VI, with no results exceeding the standard specified quality.

- b. Boiler Emission Air 1: Report No. 06024/CLACAO, dated July 6, 2023, by the KAN Accredited Test Laboratory LP-389-IDN, number of parameters 8 Parameters, quality standard Regulation of the Minister of Environment No 07/2007 Appendix I, with the result that there are no parameters exceeds the established quality standard.

Based on the results of interviews with community representatives and the heads of Suka Jadi Village and Serba Guna Village, it is known that there is no environmental pollution issue.

Status: Comply

7.11

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

7.11.1

The company has a policy regarding the prohibition of burning for new land clearing, which is listed in the Non-Deforestation, Peat Development and Environment Policy signed by the Principal Director in Medan on June 1 2019 and reviewed again in October 2021. The policy includes:

- Prohibition against practicing burning in new planting, replanting and other development activities
- Conducting active outreach to avoid burning household waste in landfills
- Prohibition of using fire (burning) for pest control, except in extraordinary circumstances, namely circumstances where there are no other effective methods to be carried out.

Based on the results of field observations in Block 41 and Block 48 Division II for the 2022 planting year, no traces of burning were found, or traces of new land clearing at those locations. Based on interviews with the Head of Suka Jadi Village and Representatives of the Serba Guna Village Community, it was explained that in the area of PT Socfindo Kebun Seumanyam, there had never been a fire or clearing land by burning, what was known was land clearing using heavy equipment and chainsaws to cut down oil palm trees.

Based on the description above, it can be seen that the company does not burn land for the company's operational activities.

7.11.2

The company has a policy regarding the prohibition of burning for new land clearing, which is listed in the Non-Deforestation, Peat Development and Environment Policy signed by the Principal Director in Medan on June 1 2019 and reviewed again in October 2021. The policy includes:

- Prohibition against practicing burning in new planting, replanting and other development activities
- Conducting active outreach to avoid burning household waste in landfills
- Prohibition of using fire (burning) for pest control, except in extraordinary circumstances, namely circumstances where there are no other effective methods to be carried out.

Based on the results of field observations in Block 41 and Block 48 Division II for the 2022 planting year, no traces of burning were found, or traces of new land clearing at those locations. Based on interviews with the Head of Suka Jadi Village and Representatives of the Serba Guna Village Community, it was explained that in the area of PT Socfindo Kebun Seumanyam, there had never been a fire or clearing land by burning, what was known was land clearing using heavy equipment and chainsaws to cut down oil palm trees.

Based on the description above, it can be seen that the company does not burn land for the company's operational activities.

7.11.3

The company has an organizational structure of an Emergency Response Team consisting of 140 people, the Organization of the Fire Emergency Response Team was approved by the Management on 26 June 2023.

The company also has a list of fire facilities and infrastructure that has adapted to the provisions of laws and regulations in Indonesia, namely Permentan 5 of 2018. The company also monitors the condition of fire infrastructure regularly at least once a month.

The company periodically conducts training on handling land fires and prohibiting burning, with one of the following evidences:

1. Training/Simulation of Firefighters for Workers and Local Residents, December 23, 2022, attended by 62 people, with

- elements, officers from the Regional Disaster Management Agency of Nagan Raya Regency, Company workers, and representatives of the residents of the Alue Getah Village Community, Suka Jadi Village and the Village All So
2. Socialization of Domestic Waste, July 28, 2022, in Division III, attended by 16 participants, with material, explanation of waste transportation schedules, provision of trash cans in huts, types of waste, and prohibition of burning waste.

Based on the results of implementing a fire simulation/fire suppression simulation using a hydrant during a field visit to Seumanyam POM, it is known that the company's fire emergency response team was able to extinguish the fire in accordance with established procedures, with the condition of the firefighting equipment still functioning properly.

Status: comply

7.12

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

7.12.1

The certification did not obtain any new land after November 2005. It was noted that there was no ongoing progress of new land acquisition during interviews with stakeholders. There has been concession area before 1960. At the time, plantation at Seumanyam Estate have planting in 1989, 1990, 1991, 1992, 1993, 1994, 1995, 1996, 1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2010, 2011, 2012, 2014, 2015, 2016, 2017, 2018 and 2019, 2020, 2021, 2022. For in 2006 – 2022 was replanting. The unit certification has also reported the liability & disclosure to the RSPO secretariat dated 5 August 2014 with the result of zero liability.

Based on the description above, it is known that the company has not made changes to land use for the operation of the oil palm plantation owned by PT Socfindo Indonesia – Seumanyam Estate. This means that companies do not have the obligation to carry out a Land Use Change History Analysis as required by the RSPO.

7.12.2

No document changes from the previous audit (ASA-1.2)

The certification unit has carried out an HCV Assessment in 2013, the final report was published in February 2014 with the RSPO HCV by the approve assessor.

The HCV Identification Report was prepared by a consultant (Aksenta) in February 2014, the drafting team consisted of Iwan Setiawan, Fersely G.F. Salmon, Muayat Ali Mushshi, Muhammad Juan Ardha. The study was carried out in a participatory manner on 6-19 October 2013, where public consultation activities were carried out on 12 & 19 October 2013. With a total area of indicative HCV: 60.19 Ha

The company has re-measured the HCV area boundaries in 2020 as outlined in the Seumanyam Plantation HCV Delineation Minutes document. Based on the results of the document review, the HCV area in the company after the re-measurement was 60.18 Ha, of which 46.67 Ha was in the non-planted area and the rest was in the planted area.

Based on the results of field observations and interviews with company representatives and the people of Suka Jadi Village and Serba Guna Village, it is known that the company has identified HCV areas, and has installed HCV boundary markers, posted warnings about socializing HCV types, posted warnings about protected wildlife found in the company's HCV areas, as well as conducting regular monitoring related to the HCV management program.

Based on the description above, it can be seen that the company has identified HCV areas around the company's operational areas and is known by all workers and the local community and has an HCV area management program.

7.12.3

Based on the document submitted by Proforest namely RSPO No deforestation consultancy: high forest cover country, Consultancy report on definitions and recommendations to the RSPO June 2018 as known not set HFCL for Indonesia. Thus, made this indicator was not applicable.

7.12.4

The company has prepared an integrated management plan to protect or enhance the sustainability of HCV areas which is carried out routinely every year. The preparation of this plan is based on the results of an evaluation review of the implementation of the HCV management program which is carried out routinely every year at the end of the program implementation period. As stated in the 2022 Seumanyam Estate HCV Management Evaluation Report which involves not only internal parties from the company but also external parties such as local communities around the company area and also related stakeholders. The form of community involvement in the annual evaluation of the implementation of the HCV management program is through implementing HCV outreach with examples of evidence as follows:

1. HCV outreach to employees of Division III and the Community, March 25, 2023, attended by 15 participants, March 27, 2023, at Block 67/68 Division III location, to representatives of the Suka Jadi Village Community with 10 participants.
2. Socialization and training on Pesticide application techniques, April 18, 2023, Division III, attended by 11 people, with material on the use of spray equipment, PPE equipment, chemical mixing techniques, spray prohibited areas, HCV area boundary markings, used B3 waste management pesticide.

The company also has a policy related to Preserving and maintaining the quality of ground and surface water, which is listed in the Non-Deforestation, Peat Development and Environment Policy signed by the Principal Director in Medan on 1 June 2019 and reviewed again on 1 October 2021. In the Policy mentioned in the section "No Deforestation Activities (Deforestation) and Protection of High Conservation Value (HCV) & High Carbon Stock (HCS) areas",

In addition, the company also conducts routine monitoring as follows:

- Monitor the existence of protected animals regularly every month, for example for monitoring the period Jan-Jul 2023 animals encountered long-tailed monkeys, paddy field snakes, bush kingfishers, turtles, and others.
- Monitoring the condition of the graves in block 39 and block 50 of Seumanyam Estate with monitoring parameters ensuring that there is no disturbance of livestock, no disturbance of people, the cleanliness of the grave is maintained, the condition of the boundary of the grave is still in good condition, the warning condition is still in good condition and can still be clearly read.
- Monitoring the presence of woody plants around the riverbank every month.

7.12.5

The certification unit did not acquire any new land after November 2005. It was noted that there was no ongoing progress of new land acquisition during interviews with stakeholders. There has been concession area before 1960. At the time, plantation at Seumanyam Estate have planting in 1989, 1990, 1991, 1992, 1993, 1994, 1995, 1996, 1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2010, 2011, 2012, 2014, 2015, 2016, 2017, 2018 and 2019, 2021, 2022. For in 2006 – 2022 was replanting. The unit certification has also reported the liability & disclosure to the RSPO secretariat dated 5 August 2014 with the result of zero liability.

Based on the results of interviews with company representatives as well as community representatives as well as the heads of Suka Jadi Village and Serba Guna Village, it is known that there is no community-owned land that is part of the company's HCV area. The informant explained that the company has conducted socialization to encourage community involvement in the maintenance and management of the conservation area which is detailed in 7.12.4.

Based on the explanation above, the company has identified HCV areas that are known to be free from land disputes with the community and has involved the community in efforts to conserve the HCV area of PT Socfin Indonesia –Seumanyam Estate.

7.12.6

Based on the HCV identification results in 2014, it is known that there are no RTE species, there are 10 species of mammals, 33 birds, 16 herpetofauna. Of these species, 4 are found with vulnerable status (2 mammal species and 2 herpetofauna species) and 7 species protected by law (3 mammal species and 5 bird species). For example, turtle-labi (*Amyda cartilaginea*) & forest cat (*Prionailurus bengalensis*).

The unit of certification also has a socialization program for employees regarding the prohibition of catching, keeping and trading protected species. As an example of realization of socialization to employees and other stakeholders as follows:

1. HCV socialization to employees of Division III on 25 March 2023, attended by 15 participants, 27 March 2023, at Block 67/68 Division III location, to representatives of the Suka Jadi Village Community with 10 participants
2. Socialization and training on Pesticide application techniques, April 18, 2023, division III, attended by 11 people, with material on the use of spray equipment, PPE equipment, chemical mixing techniques, spray prohibited areas, HCV area boundary markings, used B3 waste management pesticide.

7.12.7 (OFI)

The unit of certification shows several HCV monitoring documentations in 2022, including:

- Monthly monitoring of HCV boundary markers shows it is in good condition.
- Monthly monitoring of the presence of wildlife, in general the ones that are often found are: king prawn meninting, kingfisher, long-tailed monkeys, spoon snakes, and labi labi.
- HCV outreach to employees of Division III on 25 March 2023, attended by 15 participants, 27 March 2023, at the location of Block 67/68 Division III, to representatives of the Suka Jadi Village Community with 10 participants.
- Socialization and training on Pesticide application techniques, April 18 2023, division III, attended by 11 people, with materials on using spray equipment, PPE equipment, chemical mixing techniques, spray prohibited areas, HCV area boundary markings, B3 waste management used pesticide packaging.
- Installation and maintenance of warning signs every month in good condition.
- No application of chemicals in HCV areas

The unit of certification shows evidence of recording of HCV management activities at 2022, including:

1. HCV area patrol report
2. Monitoring of animals and their growth every month, but the protection status of plants and animals has not yet been determined
3. HCV outreach to the community and workers
4. Monitoring the condition of the HCV stakes
5. Monitoring the condition of the river border vegetation.

However, the company has not yet prepared a comprehensive report on the results of monitoring and management of HCVs and flora and fauna based on the results of the activities that have been carried out above.

Based on this, companies are encouraged to compile reports on the results of monitoring and management of HCVs and flora and fauna in a comprehensive manner based on the results of activities that have been carried out, which include:

1. Summary of plant and animal species and their protection status according to plant and animal species found during plant and animal monitoring activities.
2. Results of patrols, monitoring of stakes, outreach, condition of HCV areas, rehabilitation efforts and others according to the HCV area monitoring and management activity plan that has been prepared.

7.12.8

There is no change in information from the previous audit (ASA-1.2). The certification unit did not acquire any new land after November 2005. It was noted that there was no ongoing progress of new land acquisition during interviews with stakeholders. There has been concession area before 1960. At the time, plantation at Seumanyam Estate have planting in 1989, 1990, 1991, 1992, 1993, 1994, 1995, 1996, 1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2010, 2011, 2012, 2014, 2015, 2016, 2017, 2018 and 2019-2022. For in 2006 – 2022 was replanting. The unit certification has also reported the liability & disclosure to the RSPO secretariat dated 5 August 2014 with the result of zero liability.

Based on the description above, it is known that the company has no obligation to submit a Remediation and Compensation Procedure (RACP).

Status: Comply

3.2 Conformity Checklist of Certificate and Trademark Use

1.	Evidence of permission or approval certificate and trademark from Certification Body which submitted by Client	X or √
ASA-1.3	The Mill does not use RSPO Trademark on its product (on-product) and non-product (off-product). PT Socfin Indonesia (Parent Company: Socfin SA) has Trademark License with number 1-0269-19-100-00	✓
	Status: Comply	
2.	Implementation of certificate and trademark used by Client comply with size and type (shape) against Guideline of trademark Use	X or √
ASA-1.3	The Mill does not use RSPO Trademark on its product (on-product) and non-product (off-product). PT Socfin Indonesia (Parent Company: Socfin SA) has Trademark License with number 1-0269-19-100-00	✓
	Status: Comply	
3.	Implementation of Certificate and Trademark is not used on product	X or √
ASA-1.3	The Mill does not use RSPO Trademark on its product (on-product) and non-product (off-product). PT Socfin Indonesia (Parent Company: Socfin SA) has Trademark License with number 1-0269-19-100-00	✓
	Status: Comply	
4.	Controlling of Certificate and Trademark, including withdrawing inappropriate trademark.	X or √
ASA-1.3	The Mill does not use RSPO Trademark on its product (on-product) and non-product (off-product). PT Socfin Indonesia (Parent Company: Socfin SA) has Trademark License with number 1-0269-19-100-00	✓
	Status: Comply	

3.3 Summary of RSPO Partial Certification.

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

Socfin SA Time Bound Plan (TBP) is explained in table 1.10. Socfin SA has eight (8) management units with twenty-three (23) mills. Socfin SA has informed the TBP progress, MUTU has considered that Socfin SA is complied with the RSPO requirement for TBP. The Time Bound Plan was revised and declared by Socfin SA on 23 May 2023.

MUTU has verified partial certification for un-certified unit's subsidiary of Socfin SA based on their Time Bound Plan. There are three (3) uncertified mills and eleven (11) uncertified estates of Socfin SA. 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:

- There are two significant land conflicts which have not been declared above.
- The Final LUCA reports have not been sent to RSPO because waiting for meeting and LUCA training with RSPO.
- There are two labour disputes that are not being resolved through an agreed process.
- All plantations established since 2005 have been done so in accordance with the applicable laws of the country and that there is no evidence of non-compliance with law in any of the non-certified holdings which has not been declared above.

Un-Certified Units or Holdings		
Section	Requirement	Concerns to Discuss, if any
2.1.1	Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	The Company has been conducted internal assessment for uncertified units on July until October 2021 and has a positive assurance statement to certified.
2.1.2	No replacement of primary forest or any area identified as containing High Conservation Values (HCVs) or required to maintain or enhance HCVs in accordance with RSPO criterion 7.3 (it has changed be Criterion 7.12 in P&C 2018)	<p>Based on internal audit of uncertified unit in 2023, most of uncertified unit still have RaCP in progress, with explanation below:</p> <ul style="list-style-type: none"> • Okomu Oil Palm Company Extension 1 Estate → Will be audited as a scope extension during the following surveillance audit of Okomu Oil Palm Company Main Estate and Extension 1. The audits have been pushed to this date to allow the estate to complete the RaCP process first, which is a timely exercise. Currently undergoing the RaCP process for this area. Annex 8 review by RSPO has been done. It will now undergo the last external review. When the Annex 8 is approved, the mill and estate will be certified. • Okomu Oil Palm Company Extension 2 POM and Okomu Oil Palm Company Extension 2 Estate → The mill and estate were audited in September 2023. Only 1 NC remains, that of the RaCP. Annex 8 review by RSPO has been done. It will now undergo the last external review. When the Annex 8 is approved, the mill and estate will be certified. • Safacam Provisional Concession → Will be audited as a scope extension during the following surveillance audit of Safacam in Q3 2023. • Titulo 410 Estate → Will be audited as a scope

		<p>extension in Q3 2023. The audits have been pushed to this date to allow the estate to complete the RaCP process first, which is a timely exercise. RaCP Annex 8 approved on 23/05/2023 allowing this to go ahead.</p> <ul style="list-style-type: none"> • Lumbundji and Savannah Estates → Will be audited as a scope extension in Q3 2023. The audits have been pushed to this date to allow the estate to complete the RaCP process first, which is a timely exercise. Annex 8 review for this area by RSPO has been done. It is currently undergoing external review. • PSG Subri Estate → Will be audited as a scope extension in Q3 2023. The audits have been pushed to this date to allow the estate to complete the RaCP process first, which is a timely exercise. Currently undergoing the RaCP process for this area. The Annex 7 has been submitted.
2.1.3	Any new plantings since January 1 st , 2010, must comply with the RSPO New Plantings Procedure.	<p>Okumu Extension 1 Estate and 2 Estate. Since NPP was not followed for the land clearance since May 9, 2014, remediation and compensation procedures will need to be followed for those areas with a coefficient higher than 0. This will be done after the final LUCA report has been submitted to the RSPO.</p> <p>Agripalma. Since NPP was not followed for the land clearance between Jan 1, 2010, and May 9, 2014, remediation and compensation procedures will need to be followed for those areas with a coefficient higher than 0 (estimated 455 ha). This will be done after the final LUCA report has been submitted to the RSPO.</p> <p>Brabanta. Since NPP was not followed for the land clearance between Dec 1, 2007 – May 9, 2014, remediation and compensation procedures will need to be followed for those areas with a coefficient higher than 0 (estimated at 156 ha). This will be done after the final LUCA report has been submitted to the RSPO. LUCA report not yet completed.</p> <p>PSG. Since NPP was not followed for the land clearance between Jan 1, 2010 – Current, remediation and compensation procedures will need to be followed for those areas with a coefficient higher than 0 (estimated at 1,140 ha). This will be done after the final LUCA report has been submitted to the RSPO.</p> <p>Safacam Since NPP was not followed for the land clearance</p>

		between Dec 1, 2007 – Dec 31, 2009, remediation and compensation procedures will need to be followed for those areas with a coefficient higher than 0 (estimated at 613 ha). This will be done after the final LUCA report has been submitted to the RSPO.
2.1.4	Land conflicts, if any, are being resolved through a mutually agreed process, such as the RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO criteria 2.2, 6.4, 7.5 and 7.6 (it has changed be Criterion 4.8, 4.7 and 4.5 in P&C 2018).	<p>Okumo Extension 1 Estate.</p> <p>There is an ongoing dispute regarding land conflict on Extension 1, which is meant for rubber cultivation. The land was acquired rightfully from its previous tenants for the remainder of the lease, however, upon acquisition, it was identified that 5 different communities had encroached the land. 4/5 communities accepted a compensation, however, one, Hassan Camp, did not.</p> <p>Attempts for negotiations were made, however, Hassan Camp wanted to take the case to court. At this moment it is under sub judice.</p> <p>Once the court has spoken, new attempts can be made to resolve the issue following an acceptable conflict resolution process.</p> <p>For other plantations, there are no Land conflict.</p>
2.1.5	Labour disputes, if any, are being resolved through a mutually agreed process, in accordance with RSPO criterion 6.3 (it has changed be Criterion 4.2 in P&C 2018).	<p>Okumo Extension 1 and 2 Estate.</p> <p>OOPC operations at Extension 1 in Okomu and Extension 2 in the Owan Forest Reserves necessitated both physical and economic displacement. While the Extension 2 only affected economic displacement and the farmers are generally content with the crop compensation process undertaken, there has been an ongoing and protracted issue with some communities affected at Extension 1 on area meant for rubber plantings. Compensation was not required under Nigerian law because the communities were considered illegal settlers on the private property of OOPC. There is evidence (time stamped satellite images) that they settled in the area after the acquisition by Okomu. While four (Fatai, Olowu, Sunday and Olomu Camps) out of the 5 communities that were within the boundaries of the Extension 1 have moved out of the concession after three years of consultations, and after compensations have been paid to the farmers, the people of Hassan Camp which is the largest of the five communities have refused compensations from OOPC because they claim that part of the land belongs to them and therefore will not move out of the land. They have subsequently taken the case to court with the claim that they own the land (Latest court case update: OKOMU_Updates on Court Cases Extension 1). Thus, the whole issue is now sub judice until the court has made its decision.</p> <p>OOPC has a Community Liaison Team, who is the main line of communication of the company with the local communities. The team visits villages within a radius of</p>

		<p>10 km around the concession, to disseminate information and to engage in dialogue in order attend to any issues that may arise between the Company and local communities.</p> <p>There are currently no labour disputes for other plantations.</p>
2.1.6	Legal non-compliance, if any, is being addressed through measures consistent with the requirements of RSPO P&C criterion 2.1 (it has changed be Criterion 4.2 in P&C 2018).	All plantations are complying to most national laws and regulations and has a system in place to follow all current laws and regulations.

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-1.1. + ASA-1.2 Assessment

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>There is no non-conformity were found in this RSPO ASA-1.1 + ASA-1.2 audit.</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	:				

3.4.2. Identification of Findings, Corrective Actions and Observations at ASA-1.3 Assessment

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>There is no non-conformity were found in this RSPO ASA-1.3 audit.</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 to relevant regulations.</p> <p>The company are encouraged to ensure that the process of obtaining HGU certificates which will expire in January 2024 to the relevant agencies can run positively.</p>
2	7.8.3	<p>Mill effluent is treated to be in compliance with national regulations. Discharge quality of mill effluent, especially Biochemical Oxygen Demand (BOD), is regularly monitored.</p> <p>The company already has a Liquid Waste Disposal Permit in accordance with the Decree of the Investment Service and One Stop Integrated Services Number: 503.11/00/2019 dated 10 January 2019 concerning the Granting of PT Socfindo Seumanyam Liquid Waste Disposal Permit with a validity period of 5 years.</p> <p>The company has conducted wastewater quality tests with examples: Analyst Report No. 07216/CLACAO, July 24 2023, July 2023 period, with test results: BOD 54.1 mg/L (standard 100 Mg/L), COD 186.45 Mg/L (standard 350 mg/L), TSS 170 mg/L (quality standard 250 mg/L), from the test results there are no parameters with test results exceeding the quality standard stipulated in PermenLH No 5 of 2014 Appendix III.</p> <p>During a field visit in the PKS Seumanyam IPAL area, it was discovered that the conditions at the outlet channel to the water body were:</p> <ol style="list-style-type: none"> 1. There is a control tray to accommodate waste that interferes with the flow of waste water to the exhaust pipe. 2. There is another exhaust pipe in the control tub at point 1, in conditions where liquid waste seeps out. 3. There is a flowmeter that is not permanently installed (can be opened and closed at any time). <p>Based on the results of clarification and interviews with management representatives of the certification unit and WWTP officers, it was explained that the pipe was construction for the SPARING installation plan and the condition of the flowmeter not being installed permanently was due to clearing blockages.</p> <p>Based on the above conditions, companies are encouraged to ensure that there is no discharge of wastewater into bodies of water other than through a flowmeter and ensure that the flowmeter is permanently installed, as well as make other efforts to prevent blockages in the flowmeter, this is to ensure that liquid waste discharged into water bodies can be recorded accurately. and controlled as well as minimizing the risk of waste water discharge that exceeds the capacity of the pollution load on water bodies and preventing waste water management activities that do not comply with applicable regulations.</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>Companies are encouraged to prepare reports on the results of monitoring and management of HCVs and flora and fauna in a comprehensive manner based on the results of activities that have been carried out, which include:</p> <ol style="list-style-type: none"> 1. Summary of plant and animal species and their protection status according to plant and animal species found during plant and animal monitoring activities.

		2. Results of patrols, monitoring of stakes, outreach, condition of HCV areas, rehabilitation efforts and others according to the HCV area monitoring and management activity plan that has been prepared.
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3.4.4. Noteworthy Positive Components

No	Description
1	The company's commitment to implementing a sustainable palm oil management system.
2	Good cooperation with the companion team and have good competence in their aspect
3	Has obtained ISPO certificate
4	Good document presentation
5	The company no longer uses pesticides with the active ingredient paraquat
6	Have a Blue PROPER for the period 2021/2022



3.5 Summary of Arising Issues from Public and Auditor Verification

Public Issues (Institution/ NGO/Community)	Auditor Verification
<p>Worker Union (<i>Serikat Pekerja Pertanian dan Perkebunan - Serikat Pekerja Seluruh Indonesia – PT Socfin Indonesia Seumanyam</i>)</p> <ul style="list-style-type: none"> The company acknowledges the existence of a labor union and there was no intervention in the implementation of any operational activities. Internal meetings of labor union and the bipartite meetings were held whenever its needed. There is bipartite cooperation agency (<i>LKS Bipartit</i>). Payment of wages is in accordance with the minimum wage set by the government. The communication between worker union and the company is quite good. 	<p>There are no negative issues from the Labor Union</p>
<p>Gender Committee of PT Socfin Indonesia – Seumanyam POM and Estate</p> <ul style="list-style-type: none"> The gender committee was formed to protect both male and female employees from harassment and gender equality. The gender committee includes Mill and Estate employees. Breastfeeding mothers are not allowed to engage in chemical-related activities. The gender committee conducts routine socialization to employees every 2 weeks. There has never been a case of sexual harassment in the company area. The activities of the gender committee in addition to posyandu activities have processed inorganic waste into seats. Communication between the company and the gender committee is very good. 	<p>There are no negative issues from the Gender Committee.</p>
<p>Head of Suka Jadi Village and Serba Guna Village</p> <ul style="list-style-type: none"> There is no land dispute with the company The company is very responsive in responding to residents' requests for help, one of which is road repair The company has made efforts to foster community estates with a partnership system, with road and bridge construction activities as well as ditch maintenance and facilitating the arrangement of farmers' land certificates The company actively communicates with the Village regarding all activity programs for the community Many village people are not interested in working for companies because in village areas there are still many jobs available as harvesters in community estates 	<p>There are no negative issues from the Village</p>

Public Issues (Institution/ NGO/Community)	Auditor Verification
<ul style="list-style-type: none"> The company provides access to the community in terms of livestock grazing, looking for fodder grass, utilizing empty fruit bunches and ferns as a livelihood for the community's economy the company is actively involved in preparing CSR programs at the district level involving the village government and district government, and the program set by the company is a program that has been agreed upon by the Village and District There are no complaints or complaints related to pollution, the environment. Representatives from the community and the village head agreed that cases of FFB theft should be resolved legally, and cases of loose fruit theft if the perpetrators are elderly people should be resolved through deliberation. 	
Contractors 1. PT Putra Kelapa Gading Indah (CPO Transporter) 2. CV Jingga Mandiri (PK Transporter) <ul style="list-style-type: none"> There has been a cooperation agreement document between the company and PT Putra Kelapa Gading Indah for the type of CPO Transport activities and between the company and CV Jingga Mandiri for the type of PK Transport activities. The Cooperation Contract is valid for 1 year and is extended annually. All clauses in the contract contain all information related to obligations and rights, cooperation payment systems, correspondence, mechanisms for submitting information and complaints, certain provisions such as force majeure, and other important information. The entire content of the contract has been understood by both parties and has been implemented properly. During the period of the cooperation agreement, there are no obstacles in the delivery of information, and the execution of work from the second party, as well as the payment of the second party. 	<p>There are no negative issues from the PT Putra Kelapa Gading Indah and CV Jingga Mandiri.</p>
Durah's Worker Cooperative <ul style="list-style-type: none"> The employee cooperative has been established for several years and already has the documents for the formation of the cooperative. Cooperatives already have an organizational structure consisting of a Chairperson, Secretary, Treasurer, and 3 supervisors. Cooperative business sector is engaged in Savings and Loans. The company supports the formation of cooperatives both administratively and by providing building facilities, and loan 	<p>There are no negative issues from the Durah's Worker Cooperative.</p>

Public Issues (Institution/ NGO/Community)	Auditor Verification
payments through direct deductions through payroll.	
Land Office of Nagan Raya Regency August 8 th , 2023 <ul style="list-style-type: none"> The unit of certification has extended the HGU permit. No complaints of land conflicts from surrounding communities were submitted to the National Land Agency of Nagan Raya Regency. The company has submitted periodic reports on the utilization of HGU to the Nagan Raya Regency National Land Agency. Communication between the Agency and the certification unit is well established. 	There are no issues that need to be verified further, all information obtained from the results of the interviews has been submitted to the relevant indicators.
Environmental Office of Nagan Raya Regency August 8 th , 2023 <ul style="list-style-type: none"> The certification unit has a valid environmental permit, WWTP management permit, hazardous toxic and waste storage permit and domestic liquid waste disposal permit. Unit of certification routinely submit mandatory reports such as RKL-RPL reports, hazardous toxic and waste management reports, and liquid waste management reports to the Environmental Office. The transportation of hazardous toxic and waste has been carried out by a licensed carrier. Supervision by the Dinas is carried out every year in the form of field visits. The last field visit was carried out in 2022 with the result that there were no indications of environmental pollution caused by the company's operational activities and there were no issues or negative reports related to the environment from the community. The next field visit will be planned for the 3rd or 4th quarter of 2023. Communication between the Agency and the certification unit is well established. 	There are no issues that need to be verified further, all information obtained from the results of the interviews has been submitted to the relevant indicators.
Plantation Office of Nagan Raya Regency August 8 th , 2023 <ul style="list-style-type: none"> The unit of certification has obtained the results of the plantation class assessment which are still valid until the audit is carried out. In general, the unit of certification has routinely submitted mandatory reports, such as the Plantation Business Development Report. Including land fire reporting and CSR. There are no negative issues from the community around the certification unit regarding disturbances caused by the operational activities of the certification unit. 	There are no issues that need to be verified further, all information obtained from the results of the interviews has been submitted to the relevant indicators.

Public Issues (Institution/ NGO/Community)	Auditor Verification
<ul style="list-style-type: none"> There is no history of fire incidents in the concession area of the certification unit in the last 1 year. The certification unit also has adequate fire prevention and control facilities and infrastructure. The Office has visited the certification unit in the second quarter of 2023. Communication between the Agency and the certification unit is well established. 	
<p>Manpower and Transmigration Office of Nagan Raya Regency August 8th, 2023</p> <ul style="list-style-type: none"> Agencies routinely conduct visits to the unit of certification at least once a year to supervise the employment system. Last visit on July 20th, 2023. The company provides PPE for workers and there have been no fatal work accidents in the past year. The unit of certification has paid wages to employees in accordance with applicable regulations, namely the Aceh Provincial Minimum Wage in 2023. The certification unit has provided health and employment insurance for all employees, namely BPJS Employment and BPJS Health. The unit of certification already has a CLA, trade union and bipartite organization that has been approved by the agency. There are no issues of discrimination, child labor, forced labor and sexual harassment in the unit of certification. There are no reports related to industrial relations or mediation cases that are being resolved in the agency. The certification unit has workers with <i>PKWT</i> status for harvest work who are employed during peak crop. All workers have been reported to the Agency. 	<p>There are no issues that need to be verified further, all information obtained from the results of the interviews has been submitted to the relevant indicators.</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;"> <div style="text-align: center;"> <p>PT Socfin Indonesia – Seumanyam Head of Sustainability</p>  <p>PT SOCFIN INDONESIA SOCFINDO - MEDAN Internal Audit</p> <p><u>Andria Zulmanitra</u> Wednesday, 23 August 2023</p> </div> <div style="text-align: center;"> <p>MUTU International Lead Auditor</p>  <p><u>Hasiholan Sihombing</u> Wednesday, 23 August 2023</p> </div> </div>

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

No	Institution/ NGO/ Community	Address	Phone/ Email	Form of Communication	Date of Contact	Response	
						Yes	No
1	Land Office	Nagan Raya District	-	Via Phone	8 August 2023	✓	
2	Environmental Office	Nagan Raya District	-	Via Phone	8 August 2023	✓	
3	Plantation Office	Nagan Raya District	-	Via Phone	8 August 2023	✓	
4	Manpower and Transmigration Office	Nagan Raya District	-	Via Phone	8 August 2023	✓	
5	Head Of Suka Jadi Village	Nagan Raya District	-	Direct Interview	8 August 2023	✓	
6	Head Of Serba Guna Village	Nagan Raya District	-	Direct Interview	8 August 2023	✓	
7	Worker Union (<i>Serikat Pekerja Pertanian dan Perkebunan - Serikat Pekerja Seluruh Indonesia</i> – PT Socfin Indonesia Seumanyam)	Nagan Raya District	-	Direct Interview	8 August 2023	✓	
8	Gender Committee	Nagan Raya District	-	Direct Interview	8 August 2023	✓	
9	PT Putra Kelapa Gading Indah (CPO transporter)	Nagan Raya District	-	Via Phone	8 August 2023	✓	
10	CV Jingga Mandiri (PK transporter)	Nagan Raya District	-	Via Phone	8 August 2023	✓	
11	Durah's Worker Cooperative	Nagan Raya District	-	Direct Interview	8 August 2023	✓	
12	Seumanyam Mill 3 Workers	Nagan Raya District	-	Direct Interview	8 August 2023	✓	
13	Seumanyam Estate 20 Workers	Nagan Raya District	-	Direct Interview	9 August 2023	✓	
14	World Wide Fund	Indonesia	wwf-indonesia@wwf.or.id	Via email	28 July 2023		✓
15	Wahana Lingkungan Hidup Indonesia	Indonesia	informasi@walhi.or.id	Via email	28 July 2023		✓
16	Sawit Watch	Indonesia	info@sawitwatch.or.id	Via email	28 July 2023		✓
17	AMAN	Indonesia	rumahaman@aman.or.id	Via email	28 July 2023		✓

Appendix 2. Assessment Program

DATE	07 – 12 August 2023	
PLANNED TIME	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
Monday, 07 August 2023		
07.30 – 10.15	JAKARTA → BANDA ACEH (3 auditors)	FPS, RIS, SIA
08.50 – 09.50	MEDAN → MEULABOH (1 auditor)	HAS
10.30 – 16.30	From the airport to the audit location in Nagan Raya District	FPS, RIS, SIA
10.30 – 11.30	SCCS Verification in CPO transit (bulking) location in Susoh.	HAS
12.00 – 14.00	From CPO transit (bulking) in Susoh to the audit location in Nagan Raya District	HAS
16.30 – 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 Certification Unit All Auditor
Tuesday, 08 August 2023		
08.00 – 12.00	Public Consultation <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) 	SIA FPS HAS & RIS
12.00 – 14.00	Break	
14.00 – 16.30	Field observation to Seumanyam POM <ul style="list-style-type: none"> Supply Chain verification (FFB Receiving, Weighbridge) Implementation of Environmental aspect, Inspection to Chemical Storage, Hazardous Waste Storage, Workshop, WTP, Fire Control Simulation, Implementation of Occupational Health & Safety Aspect, Implementation of Employment Procedure and Mechanism Aspect, security post, FFB Sorting, Processing Activity, Despatch CPO) POME Pond, Land Application, Empty Bunch Area and Employees Housing Complex 	HAS & SIA RIS HAS & SIA
16.30 – 17.00	Submission of audit progress	FPS All Auditor
Wednesday, 09 August 2023		
08.00 – 12.00	Field Observation to Seumanyam 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 	HAS RIS & SIA

DATE	07 – 12 August 2023	
PLANNED TIME	PROCESSES / CLAUSES TO BE AUDITED	AUDITOR
	Application), Implementation of Occupational Health & Safety Aspect, Implementation of Employment Procedure and Mechanism Aspect <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). 	FPS
12.00 – 14.00	Break	
14.00 – 16.30	Continuing Document Verification	All Auditor
16.30 – 17.00	Submission of audit progress	All Auditor
Thursday, 10 August 2023		
08.00 – 11.30	Continuing Document Verification	All Auditor
12.00 – 14.00	Break	
14.00 – 16.30	Continuing Document Verification	All Auditor
16.30 – 17.00	Submission of audit progress	All Auditor
Friday, 11 August 2023		
08.00 – 10.00	Continuing Document Verification	All Auditor
10.00 – 12.00	Interim Meeting (closing meeting preparation)	All Auditor
12.00 – 14.00	Break	
14.00 – 15.00	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 and Management of Certification Unit
15.00 –	Travel from site to Banda Aceh	All Auditor
Saturday, 12 August 2023		
10.00 – 10.30	Travel from hotel to the airport in Banda Aceh	All Auditor
10.20 – 11.30	BANDA ACEH → MEDAN (1 Auditor)	HAS
11.05 – 14.05	BANDA ACEH → JAKARTA (3 Auditors)	FPS, RIS, SIA