



Report number: 817686RSPOCUCRPT -2011-01-DO

RSPO Assessment Report

PUBLIC SUMMARY

Usine SAMO POM.

SARL AGRIVAR: Agro Industrie Variée

Ivory Coast.

This public summary has been prepared in accordance with RSPO requirements and the information included is the result of a full RSPO assessment of the Mills and supply base as included in the scope of the certificate.

Report prepared by: David Ogg FICFor (Lead assessor).
Certification decision made by: Gerben Stegeman (Certifier).

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1. SCOPE OF THE CERTIFICATION ASSESSMENT.

1.1 National Interpretation or Local Indicators used.

The management of the Palm Oil Mill(s) and associated suppliers of FFB were assessed for compliance against the International RSPO principles and criteria as interpreted and endorsed for **the Ivory Coast under the procedure for a Local Interpretation.**

May 2011.

A working committee was formed to ensure that all procedures, communications and actions taken have been fully documented and recorded.

May / June 2011.

Identification of all relevant national and local stakeholders.

May / June 2011.

The RSPO endorsed National Interpretation for Ghana was identified as being the most suitable baseline document to use due to the close proximity of the two countries and similar working practices.

A draft Local Indicators was prepared in English and French for stakeholders to review and to make comment.

Invite all stakeholders to an open meeting.

A comprehensive list of stakeholders were circulated with the draft Local Indicators and an invitation to comment and to attend an open stakeholder meeting.

Local meetings. 2011.

20th June. Meeting of co-operatives to explain the RSPO principles and criteria. 54 attendees.

21st June. Meeting of 6 local Chiefs who represent the Chief of Chiefs (known locally as The King). Explanation of RSPO and the objectives of Local Indicators of the RSPO International Principles and Criteria. 42 attendees.

22nd June. Meeting with local consultants to review the local and national laws already known.

22nd June. Meeting with the Ministry of the Environment and Agriculture.

Open stakeholder meeting.

23rd June 2011.

Attended by 104 people from a diverse range of interests including: Community Chiefs representing the Chief of Chiefs (The local King); Local Government; Consultants; Co-Operatives; Environmental organisations; Oil palm companies and interested individuals from the local communities.

The objectives of the meeting:

- To continue with the identification of all applicable local and national laws.
- To review all the indicators and to make suggestions for changes.
- To include applicable details in the guidance notes at a local level.

The stakeholders formed 4 working groups under the direction of individual chairmen to consider indicators for the principles and criteria.

A smaller working group, with representatives from each working group, then further considered the indicators with the support of the meeting.

The findings were then incorporated into this Local Indicators and approved by the attendees.

The final Local Interpretation was endorsed by the RSPO in September 2011.

1.2 Assessment type. (Mill, Estate and Mill, Plantation only etc. etc).

Palm Oil Mills and the members of the 4 co-operatives that comprise the supply base.

1.2.1 Location of palm oil mill and approximate tonnages certified.

The 12 month output is the average over any 12 month period and the actual production for the 12 months from the date of certification will be included in the first annual summary. OER 17.1%

Address of Palm Oil Mill as given on page 1.	GPS reference		Annual output (mt)	
	Longitude	Latitude	CPO	PK
Côte d'Ivoire, Bonoua, (National A100, à environ 5km de la ville de Bonoua), axe Bonoua - Aboisso	05 16.904	003 31.692	5760	1420



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1.3 Description of supply base.

1.3.1 General description.

Sarl Agrivar operates a single palm oil mill in Côte d'Ivoire and has a supply base comprising 4 co-operatives. The project was set up to provide employment in the area and is very labour intensive. Further details can be found on <http://www.omvgroupe.com/#>.

Four co-operatives with a total membership of 1,887 covering a total area of 8,148.62 ha. The average ownership is 4.3ha and each oil palm plantation is an integral part of a small farm which may include other crops such as rubber, pineapple, cassava, and bananas etc., No two oil palm areas are adjacent and all areas are individually managed by their owners.

Sampling:

The square root of 1,887 is 44 but this was considered to be too small a sample as 2 groups are located near and around the town of Bonoua and the other 2 groups are located near and around the town of Mafere.

Documentation relating to all members were inspected in the co-operative offices and whilst 56 individual farms were visited, a greater number were inspected in passing by from one farm to the next. The farms were found to be managed in very similar ways as would be expected with such small ownerships.

1.3.2 Associated supply base of FFB to the above POM to be included in this assessment

Oil Palm Plantation (OPP)		Location address	GPS reference.	
CU Code	Name of co-operative		Longitude	Latitude
OPP 1	BIOPALM	Bonoua, (National A100, à environ 5km de la ville de Bonoua), axe Bonoua Côte d'Ivoire,	05 16.886	003 31.712
OPP 2	COCAFE	Bonoua, centre ville, centre commercial KADJO Pierre. Côte d'Ivoire,	05 16.905	003 31.691
OPP 3	COOPPLATO	Bonoua., imeuble OTTRON Jean-Baptist BP 400 Bonoua.	05 15.780	003 36.113
OPP 4	COOPHAM	Mafere BP 722 Aboisso Cote D'Ivoire.	05 24.898	003 01.851

1.3.3 Statistics of the supply base and estimated tonnes of FFB produced per year.

CU Code	Name	Area of oil palm (ha)		EstTonnes FFB/yr	Planting years	Cycle (years)
		Total area	Mature area			
OPP 1	BIOPALM	876.00	876.00	5,552	1999	25
OPP 2	COCAFE	353.00	353.00	4,900	1999	25
OPP 3	COOPPLATO	5362.12	5362.12	12,552	1999	25
OPP 4	COOPHAM	2070.00	2070.00	10,602	1999	25
Note:	The FFB/yr figures are for the quantity of crop that is sold to the Palm Oil Mill.					

1.3.4 Area of planted oil palm by different age ranges.

CU Code	Name	Planting years by 5 year ranges.				
		Prior to 1985	1985-1990	1990 - 1995	1995 - 2010	2010+
OPP 1	BIOPALM	00	00	43	790	43
OPP 2	COCAFE	00	00	18	317	18
OPP 3	COOPPLATO	00	00	268	4287	268
OPP 4	COOPHAM	00	00	103	1864	103

1.3.5 Percentage of planted oil palm by different age ranges.

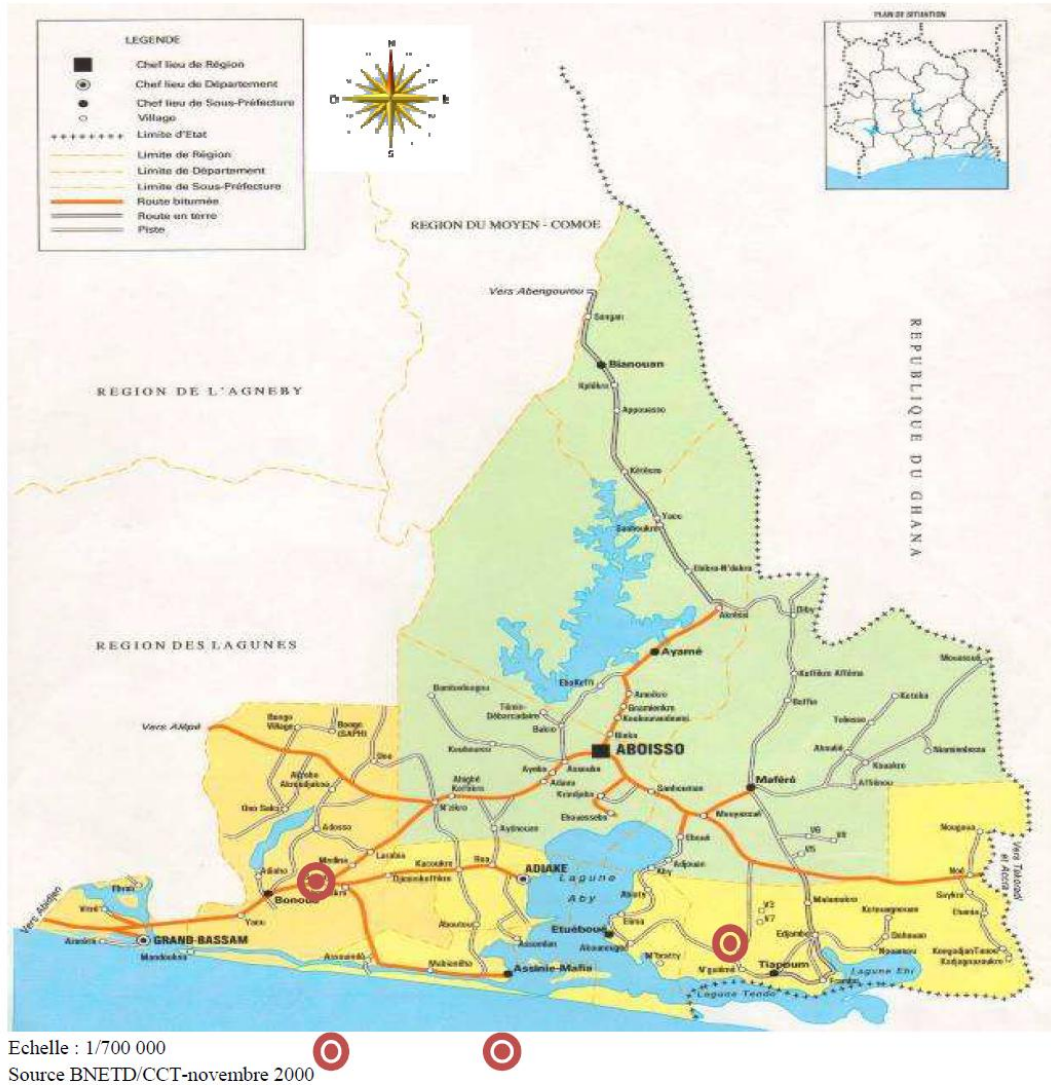
CU Code	Name	Planting years by 5 year ranges.				
		Prior to 1985	1985-1990	1990 - 1995	1995 - 2010	2010+
OPP 1	BIOPALM	00%	00%	5%	90%	5%
OPP 2	COCAFE	00%	00%	5%	90%	5%
OPP 3	COOPPLATO	00%	00%	5%	90%	5%
OPP 4	COOPHAM	0	0	5%	90%	5%



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1.4 General location map of the supply base.

Note: Individual maps of the group members are available from the co-operatives but it is not practical to reproduce them here. Each area of oil palm is individually managed as an integral part of a farm holding and the adjacent crops are all agricultural.



 Sites des plantations investiguées

Fig. 1 : Localisation des sites de production des producteurs affiliés à AGRIVAR

1.5 Contact person.

Principle Contact person:	Hermann Brou
Business address:	Côte d'Ivoire, Bonoua, (National A100, à environ 5km de la ville de Bonoua), axe Bonoua - Aboussou
Group name if applicable:	Agrivar
Office telephone:	+225 21 56 0850
e-mail:	hermannassoua@yahoo.fr
Web site:	www.omvgroupe.com



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1.6 Audit against the rules for Partial Certification

1.6.1 Introduction and Details of sampling procedure and selection of plantations for on-site audits. All age classes:

The entire supply base was included in the audit and the rules for partial certification are not applicable.


1.6.2 Assessment agenda. Partial certification audit.

Date	Location	Agenda
		n/a

1.6.3 Audit team findings in relation to the rules for partial certification.

	Requirement.	Type of evidence sought.	Audit findings
1a	The organisation is a member of RSPO	Invoice and evidence of payment.	n/a
1b	A time-bound plan for achieving certification of all relevant entities	List of all properties with a target date for main RSPO audit or a clear statement.	n/a
1c.	i. There are no significant land conflicts.	For ALL land disputes. Location maps, area involved. People involved. Contact details. Timetable of events and a summary as to the actions taken by all parties.	n/a
	ii. No replacement of primary forest or any area containing HCVs since November 2005. (See NI's if 2007 is applicable).	HCV assessments. AMDAL. Maps and management plans.	n/a
	iii. No labour disputes that are not being resolved through an agreed process.	Summary of any labour disputes. People involved. Timetable of events and summary as to the action taken by all parties.	n/a
	iv. No evidence of non-compliance with law in any of the non-certified holdings.	Plantation and mill licences. No illegal land use.	n/a

1.7 Date certificate issued and scope of certificate.

Name of Client:	SARL AGRIVAR: Agro Industrie Variée
Client number:	CU817686
Certificate number:	CU817686RSPO-01.2011
Certification Decision Date:	
Issued by	Control Union Certifications
Address	Meeuwenlaan 4-6 8025 BS Zwolle
Telephone	0031 (0) 38 426 0100
Fax	0031 (0) 38 423 7040
Email	certification@controlunion.com
Website	www.controlunion.com/certification
Scope	
Name of Mill:	Usine SAMO POM.
Scope (Summary of suppliers of FFB):	<ul style="list-style-type: none"> • OPP1 BIOPALM Co-operative. • OPP2 COCAFE Co-operative. • OPP3 COOPPLATO Co-operative. • OPP4 COOPHAM Co-operative.
Projected CSPO:	5,760 tonnes
Projected PK	1,420 tonnes
Certificate registration code:	CU- 817686 D01
Certifier (contact person)	Gerben Stegeman.
Signature	



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2. ASSESSMENT PROCESS.

<p>2.1 Certification Body.</p> <p>Control Union Certifications is a member of the Control Union World Group - an international inspection and certification body. CU performs assessments and certification in many agricultural based fields such as FSC, RSPO, and Organic production, Sustainable Textile Production, Organic Exchange, GlobalGap, HACCP, BRC, GMP and GTP.</p> <p>CU is accredited by the Dutch Council of Accreditation (RVA) on the European quality standard EN 45011 for the inspection and certification of CU Organic program (according to the EU regulation 2092/91) and GLOBALGAP program. When requested a copy of the accreditation certificate can be obtained from CU.</p>
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2.2 Qualifications of the assessment team.	
2.2.1 Qualifications of the lead assessor.	
REQUIREMENT	QUALIFICATIONS
A minimum of post high school (post secondary school) training in either agriculture/forestry, environmental science or social sciences;	OND (Forestry).
At least 5 years professional experience in area of work relevant to the assessment (e.g., palm oil management; agriculture/forestry; ecology; social science);	Professional forester for 25 years.
Training in the practical application of the RSPO criteria, and RSPO certification systems;	Full training by way of developing all the systems for CUC in accordance with all the applicable RSPO publications.
Successfully completion of an ISO 9000:19011 lead assessors course;	Completed and passed in 2007.
Training in the practical application of RSPO certification systems.	Self-taught and developed training material for auditors within CUC.
A supervised period of training in practical auditing against the RSPO criteria or similar sustainability standards, with a minimum of 15 days assessment experience and at least 3 assessments at different organisations.	Extensive audit experience since 1998 in forestry programs – FSC and PEFC. Has been lead auditor for dozens of pre and main RSPO assessments in Malaysia, Indonesia, Colombia, Guatemala and the Ivory Coast.
RSPO endorsed lead auditors course.	Passed October 2011.
Signed code of conduct.	Yes.
General knowledge of:	Yes.
• RSPO P&C standards.	Yes.
• CUC organizational structure.	Yes.
• CUC quality systems.	Yes.
• Lead auditor role.	Yes.
• Report writing.	Yes.
• Stakeholder consultation.	Yes.
• Certification decision process.	Yes.
• RSPO SCCS program manual.	Yes.
• CUC filing systems.	Yes.
• Correct use of RSPO trademarks.	Yes.
• History and objectives of RSPO.	Yes.
• CV available.	Yes.



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2.2.2 Qualifications of assessment team.		
RSPO REQUIREMENT	Team member	QUALIFICATIONS
Fluent in main local languages and English.	Estelle Mbakop	Native of Cameroon.
	Patrice Konan	Native of Ivory Coast.
Field working experience in the palm oil sector, or a demonstrable equivalent.	David Ogg	Forest management and extensive audit experience in oil palm.
Good agricultural practices (GAP), integrated pest management (IPM), pesticide and fertilizer use.	David Ogg	Forest management which includes silvicultural practices similar to the agronomic practices of the oil palm industry.
	Patrice Konan	Organic auditing, UTZ. Rainforest Alliance. GlobalGap.
Health and Safety auditing on the farm and in processing facilities. (For example OHSAS 18001 or occupational. Health and safety assurance system).	David Ogg	Forest management which includes H&S. Extensive audit experience.
	Patrice Konan	Organic auditing, UTZ. Rainforest Alliance. GlobalGap.
Workers welfare issues and social auditing experience. (For example with SA8000 or related social or ethical accountability codes).	David Ogg	Social auditing of forest management systems, organic textile social criteria and oil palm auditing.
	Patrice Konan	Organic auditing, UTZ. Rainforest Alliance. GlobalGap.
Environmental and ecological assessing. (For example experience with organic agriculture, ISO 14001 or environmental management systems).	David Ogg	Forest management which includes environmental assessments and extensive oil palm audits.
	Patrice Konan	Organic auditing, UTZ. Rainforest Alliance. GlobalGap.
Economic issues.	David Ogg	Managing director of previous companies.
	Patrice Konan	Master degree in management including economics and managing of 2 cocoa and coffee production companies.



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2.3 Assessment methodology.		
2.3.1 General overview.		
<p>The assessment was carried out in conformity with the procedures as laid down in the CUC RSPO Procedure Manual and the program manual for the assessor and certifier.</p> <p>The co-operative offices and the Agrivar management were audited to determine how the group structure works with regard to the members. A representative sample of the group members were visited on site and 2 checklists prepared:</p> <p>20.4 Group Checklist. And 20.5 Group members checklist.</p> <p>The palm oil mill was audited against the applicable elements of the RSPO Principles and Criteria for the Ivory Coast as well as for compliance with the RSPO SCCS.</p> <p><u>Palm Oil mill audit:</u></p> <ul style="list-style-type: none"> • Mill and workshop inspections. Documentation. Worker interviews. • Mill. SOP's. Safe working environment. Gen sets. Walk ways. Signs. EFB. POME treatment. Emissions. Mass balance. Diesel tanks. PPE. Fire extinguishers. First aiders and boxes. Fuel and water usage. • OSH. Training. Management structure. First aiders. • Full document review. Completion of the checklist. Review and documentation of evidence. All aspects of RSPO P&C's applicable. • Worker interviews. OSH. Sexual, religious, racial harassment. Pay and contracts. 		
2.3.2 Assessment agenda.		
Date	Location /main sites	Main activities
10th November 2011.	Usine SAMO POM	<ul style="list-style-type: none"> • Opening meeting. Introduction by team leader. Introduction of team members and assessment agenda. Interviews of all the co-operative leaders.
	COCAFE	<ul style="list-style-type: none"> • Review of office procedures. • Field audit of members.
	BIOPALM	<ul style="list-style-type: none"> • Review of office procedures. • Field audit of members.
11th November 2011	COOPPLATO	<ul style="list-style-type: none"> • Review of office procedures. • Field audit of members.
	COOPHAM	<ul style="list-style-type: none"> • Review of office procedures. • Field audit of members.
12th November 2011.	Usine SAMO POM	<ul style="list-style-type: none"> • Mill and workshop inspection. Documentation. Worker interviews. • Mill. SOP's. Safe working environment. Gen sets. Walk ways. Signs. EFB. POME treatment. Emissions. Mass balance. Diesel tanks. PPE. Fire extinguishers. First aiders and boxes. Fuel and water usage. • OSH. Training. Management structure. First aiders. • Full document review. Completion of the checklist. Review and documentation of evidence. All aspects of RSPO P&C's. • Worker interviews. OSH. Sexual, religious, racial harassment. Pay and contracts. • Document inspection and assessment.
		<ul style="list-style-type: none"> • Closing meeting. Chaired by the assessment team leader. Welcome and introduction by the team leader. Presentation of findings by the assessment team. Questions and answers. • Final summary by team leader.
<p>Number of assessors participating: 3 Number of days spent for the assessment on site: 3 Total number of person days used for the assessment on site: 9</p>		



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2.4 Stakeholder consultation	
2.4.1 Summary of how the stakeholder consultation was organised.	
Stakeholders consulted.	
Communautés locales	Local communities
Sous-préfecture de Bonoua	Local government administrator of Bonoua
Conseil général Grand Bassam	General council of Grand Bassam
Mairie de Bonoua	City hall of Bonoua
La cour royale	Royal court
Les N'Mans	
Le Chef de Village de Samo	Samo chief of village
L'association des jeunes de Bonoua	Youth Association of Bonoua
L'association des femmes de Bonoua	Women association of Bonoua
Les chefs ethniques	Ethnics chiefs
Le chef de quartier de Koumassi	Chief of Koumassi neighbourhood
Le chef de quartier de Begnerie	Chief of Begnerie neighbourhood
Le chef de quartier de Bronoukro	Chief of Bronoukro neighbourhood
Les chefs de communauté	Communities chiefs
Structures étatiques	Government services
Direction des Impôts de Bonoua	Taxes department of Bonoua
Agence de la CNPS de Bonoua	Social security department of Bonoua
Commissariat de police de Bonoua	Police station of Bonoua
Brigade de Gendarmerie de Bonoua	Police station of Bonoua
Inspection du travail d'Aboisso	Labour inspection department of Aboisso
Secteur du Développement Rural de Bonoua	Rural development sector of Bonoua
Direction Départementale de l'Agriculture de Bassam	Agriculture regional department of Grand Bassam
Direction Départementale de l'Agriculture d'Adiaké	Agriculture department of Adiaké
Direction Régionale de l'Agriculture d'Aboisso	Agriculture regional department of Aboisso
SODEFOR Bonoua	Forest Development Public Company of Bonoua
Agence Nationale de l'Environnement	National Environment Agency
Sous-Direction de l'Inspection des Installations Classées	Sub-directorate for classified facilities inspection
Eaux et Forêts	Forest and Water Ministry
Structures de finances	Financial organisations
CICE Bonoua	CICE Bonoua
COOPEC	COOPEC
BNI	BNI
BIAO	BIAO
BIT	BIT
Structures de recherche	Research centre
IRHO, CNRA	
Industriels du palmier	Palm oil activities stakeholders
Control Union Certification	Control Union Certifications.
Secrétariat de la RSPO	RSPO Secretariat.
AGRIVAR	Agrivar.
PALMAFRIQUE	PALMAFRIQUE
SANIA	SANIA
Ivoire Agro	Ivoire Agro
Dekel Oil	Dekel Oil
BIOPALM	BIOPALM
COCAFE	COCAFE
COOPLATO	COOPLATO
COOPHAM	COOPHAM
COOPPHA	COOPPHA
HOM&TER	HOM&TER
An pen stakeholder meeting was held as part of the preparation of the local interpretation in June 2011.	
Notification of the planned assessment was also posted on the CUC and RSPO web sites in accordance with the RSPO requirements.	
All stakeholders were sent a letter which included full details of the company to be assessed, the names and addresses of all the mills and supply base, the dates of the assessment and the date time and place of an open stakeholder meeting. They were invited to make any comments and given the following bullet points to assist them.	
<ol style="list-style-type: none"> 1. Do you have any remarks on the RSPO standard? 2. What is your relation with the applicant? 3. Are there any plantation or mill management practices that affect you? 4. Do you consider any management is in conflict with the RSPO principles and criteria? 5. Do you have any suggestions for management? 6. Are you aware of any HCV in the plantations or in adjacent land? 	



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7. Are you aware of any endangered or rare species?	
8. Are there any adverse (or positive) effects on local communities?	
9. Additional comments.	
10. Are you likely to attend the open stakeholder meeting?	
11. Do you have any comments about the assessment team and would you like to meet with them?	
12. Do you have any comments of the applicants management of any other plantations?	
Number of persons who attended the open stakeholder meeting:	104
No issues were outstanding from the stakeholder meeting and no further issues were raised during the audit. During the open stakeholder meetings held prior to the audit and stakeholder comments received during the audit, only positive comments were received.	

2.5 Date of next surveillance visit:	12 months after awarding of certification.
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Co-operative farms and members.





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3. ASSESSMENT FINDINGS.

3.1 Lead assessor's summary and recommendation for certification:

The membership of each co-operative comprises individual farmers and landowners who are allowed to plant what they like on their smallholdings. Oil Palm is considered to be just one crop of many which may include rubber, pineapples, fruits and root crops. The largest individual area of oil palm was found to be 15ha and at no time was two plantations found to be adjacent to each other. Therefore the individual farmers are truly independent from each other and each owner directly managed their own plantations.

Land ownership is through tradition and is passed down through the family. Each owner has intimate knowledge of their land and boundaries are normally made by a change of crop and no land title or land issues were noted. All the farmed land, which includes oil palm, has been under cultivation for several decades if not generations, and there are no traditional rights involved. Local culture and the almost non-existent movement of local people, means that local people know each other and any disputes are resolved by verbal means and agreement at a local level – if indeed any disputes arise. Any primary forest was cleared in the distant past and whilst the Ministry of the Environment has provided maps to show sensitive areas, the co-operative members are not affected. Local knowledge of graveyards and forest areas that are important for cultural or religious reasons are known to locals and no planting has taken place. There are no plans to expand any areas of oil palm.

One of the co-operatives is for growers who have demonstrated organic practice, defined as no use of artificial fertiliser or herbicide. In an area where incomes are low, the use of herbicides and pesticides is restricted by economic factors and is infrequently used in any case. Oil palms are grown on a 25 year cycle and due the scale of the operations, the agronomy is very simple. No pests and diseases have been noted but a Non Compliance is raised in relation to integrated pest management.

The co-operatives are as well organised as is necessary to fulfil their role which is primarily concerned with the marketing of FFB to a single POM so that the POM can sell CSPO through the Identity Preserved supply chain model. They have central records and all members are visited once per year by an agronomic advisor. The scale of the operations and the simplicity of the agronomy does not call for detailed reports and observations are generally made verbally. This is also necessary as literature skills are not necessarily in place.

The audit team concentrated on field observations and interviews to ascertain compliance with the sustainability criteria for oil palm growing and the co-operatives are commended for their work. They all have a clear set of rules and members have contracts and agreements and these are being supplemented with a letter which further confirms the commitment of each member to manage in accordance with RSPO principles and criteria.

The audit team did not identify any areas of management that warranted the raising of a major non-compliance.

It is therefore the recommendation of the lead assessor that:

- A certificate of compliance is awarded.

Signed:

Name: David Ogg FICFor.

Date: 12th November 2011.



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3.2 Summary of the findings by Principle and Criteria:		
Principle 1: Commitment to Transparency.		
Summary of the findings for principle 1: The co-operatives make available to the members all of their documents and these are also available to any third party.		
Criterion 1.1: Oil Palm growers and millers provide adequate information to other stakeholders on environmental, social and legal issues relevant to RSPO criteria, in appropriate languages and forms to allow for effective participation decision making.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> The scale and tradition of the oil palm plantations – no larger than 15 ha and totally unconnected – means that there are no environmental and social issues applicable to be made publicly available. However, the Ministry of the Environment has prepared a map to show environmentally sensitive areas none of which impede on the co-operative members. Each co-operative makes available to all members the applicable documents for membership. 	<p>POM: All requests are recorded in a book. This starts at the gate, which is manned 24 hrs per day. Very clear details are kept which include the date, the person, contact detail, the organisation, information requested, the company response and the person that responded. A wide of variety of requests for information have been made but the main request relate to the purchase of FFB and CPO.</p> <p>Co-operatives: Group rules. Group data base. FFB prices and statements of accounts.</p>	Yes
Criterion 1.2: Management documents are publicly available except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> Public documents are available and current and past FFB prices. 	<p>POM: All information and documents are freely available to any third party.</p> <p>Co-ops: Monthly reports and notices of FFB prices. Financial records.</p>	Yes
Principle 2: Compliance with applicable laws and regulations		
Summary of the findings for principle 1: Each landowner is entitled to grow what he likes on his land. The palm oil mill has to observe OHS laws and this is covered in principle 4. All applicable laws are recorded in the local interpretation for the Ivory Coast and all co-operatives have the list of laws and these are available to all members.		
Criterion 2.1: There is compliance with all applicable local, national and ratified international laws and regulations		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> Compliance with the law in all areas audited. The laws affecting the oil palm industry are listed and available to all co-operatives and their members. 	<p>POM: A full list of all the relevant laws and regulations is maintained. No evidence of non-compliance was noted as the principal laws and regulations relating to the mill concern health and safety and the environment. These are covered in the applicable principles below.</p> <p>All the laws are documented in a spread sheet which includes actions taken by the company to comply. It also includes the date from when they complied with the law. There is a clear action plan to ensure compliance where they have identified non-compliance.</p> <p>Co-ops: Traditional land use by the farmers, linked to either organic production or severely limited use of agro-chemicals results in compliance with the law by default. The POM has the necessary licenses in place and is operating in accordance with OHS requirements.</p>	Yes



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Criterion 2.2: The right to use the land can be demonstrated and is not legitimately contested by local communities with demonstrable rights		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> Traditional land use and local knowledge of boundaries. 	<p>POM: A 99 year lease is in place for the use of the land as a Palm Oil Mill. The lease includes a detailed map of the location at a scale of 1:2500.</p> <p>Co-ops: The small areas of ownership are well known to each farmer / member and no disputes were noted.</p>	Yes
Criterion 2.3: Use of land for oil palm does not diminish the legal or customary rights of other users without their free, prior and informed consent.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> No customary rights of within the smallholdings. 	Interviews with owners confirmed that there are no customary rights.	Yes
Principle 3: Commitment to long-term economic and financial viability		
Summary of the findings for Principle 3 Each farmer is managing his land in the best way they know for commercial gain. Management plans are not appropriate to the scale of the operations. The POM has a full 5 year plan.		
Criterion 3.1: There is an implemented management plan that aims to achieve long-term economic and financial viability.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> The POM has a comprehensive 5 year management plan. The co-operatives are well organised and funded by contributions from members. No re-planting anticipated for at least 5 years. 	<p>POM: A 5 year projection of income and expenditure is updated on a rolling basis. This details developments in the mill, updating equipment and costs of environmental improvements. There is a plan with projected images of how the site will appear in 5 years that also include a pharmacy, landscaping, new buildings and storage areas. It is noted that the work completed since the pre-assessment in June 2011 is impressive and demonstrates a full commitment by the company to improve the efficiency of the mill and the social amenities.</p> <p>Co-ops: The planting years show that the oldest oil palm is 19 years old. The accounts of the co-operatives are up to date. It is not practical to expect smallholders to have any sort of management plan.</p>	Yes
Principle 4: Use of appropriate best practices by growers and mills		
Summary of the findings for Principle 4: SOPs are in place for the mill and awareness training and documents are available for the co-ops. Health and safety in the mill is very well covered.		
Criterion 4.1 Operating procedures are appropriately documented and consistently implemented and monitored.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> The POM has SOP's, which are up to date and which cover all mill activities. 	<p>POM: This starts with a flow diagram for the POM showing all the processes involved. There are detailed procedures for each and every step in the flow diagram. They have been prepared with the involvement of the workers and full updates are recorded. This is a comprehensive manual that is practical and demonstrably implemented. As the workers have helped to prepare the procedures, they are implemented on a daily basis and the workers are well supervised but the mill manager. Each procedure has a record of monitoring and updates. For example: Procedure for the reception of fruit. Daily monitoring of receipts in accordance with the procedure and clear records on a</p>	Yes



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	computer data base.	
	<p>Co-ops. The management of the oil palm is very simple. The management of individual farms which are wholly separate small plantations of less than 15 ha. Agrivar has prepared a agronomy file for all procedures and this is available to all group members.</p>	
Criterion 4.2: Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> Palm fronds are recycled. 	<p>Co-ops: The use of fertiliser is very limited as they are too expensive. Awareness training but no fertiliser use.</p>	Yes
Criterion 4.3: Practices minimise and control erosion and degradation of soils.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> The individual farms are on level sites with good ground cover in general due to the minimal use of herbicides. 	Sandy soils with no erosion noted.	Yes
Criterion 4.4: Practices maintain the quality and availability of surface and ground water.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> No water courses in any co-operative member farms. BOD levels of effluent are monitored on a regular basis. Good levels of water usage per tonne of FFB processed. No drainage into protected areas. 	<p>POM: Water is extracted from a water course which runs all year round. The water extraction is not high enough to affect the availability of water for other users. An analysis by ENVAL Laboratoire is conducted at least 2 times per year to ensure that the water is suitable for drinking for the workers and for cooking purposes. The results of the test show that the water is compliance with ISO standards.</p> <p>Co-ops: No water courses to be concerned about in any smallholder plantations.</p>	Yes
Criterion 4.5: Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate integrated Pest Management (IPM) techniques		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> No planting of beneficial plants. Record of pesticide use per ha. Monitoring of pesticide toxicity units. 	No use of IPM plants at present as there are no pests and diseases noted.	No.
Criterion 4.6: Agrochemicals are used in such a way that does not endanger health or the environment. There is no prophylactic use, and where agrochemicals are used that are categorised as World Health Organisation Type 1A or 1B, or are listed by the Stockholm or Rotterdam Conventions, growers are actively seeking to identify alternatives, and this is documented.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> Only limited use of glyphosate. Records on an individual basis. 	<p>When agro-chemicals are used only glyphosate is used to control weeds around palms. It is not generally affordable and slashing of weeds is preferred. Only glyphosate is used which is specific to the target weed. No storage as it is purchased as required. Medium Density flow sprayers are used. No aerial application. The quantity of 1 litre and 5 litre containers is so small that disposal is done in accordance with traditional methods such as sale for recycling or return to supplier. Only the male members of the family applied herbicides – if at all.</p>	Yes
Criterion 4.7: An occupational health and safety plan is documented, effectively communicated and implemented		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> The company has an OSH plan, which is being implemented. OSH committees are identified and responsible 	<p>POM: The company has a declared health and safety policy which is published and displayed around the mill.</p>	Yes



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<p>persons for safety programs are included in responsibility charts.</p> <ul style="list-style-type: none"> • The company maintains records of all meetings with workers and minutes show that health, safety and welfare issues are included amongst other matters. • Worker accident insurance is in place and up to date. • Workers exposed to high risk are identified and records show that regular health examination takes place. • Risk assessments include all identified areas of risk both in the plantations and mills with preventative measures and responsibilities. • All workers have been trained in OHS and this is regularly updated. Records include photographic evidence and signed attendance sheets. • Accident and emergency procedures are included in the OHS plans and risk assessments. • Trained First aiders at all sites. • First aid kits at all places of work. • Training programmes. • Accident records are maintained and reviewed at the OHS meetings. Further training and preventative action is then considered and implemented. 	<p>A full risk assessment has been conducted which includes:</p> <p>All work stations, the risks associated with the work station and the preventative actions to be taken. These include the wearing of PPE and analysis of air quality by an independent laboratory. For example, the air quality with in the mill was shown to contain a concentration of dust that required the use of dust masks in certain areas.</p> <p>All workers were involved with the preparation of the risk assessments and all workers have been trained in H&S procedures. These trainings have been recorded and comprehensively cover all aspects of risks involved. Observations in the mill show that PPE is provided and worn and includes overalls, eye protection, safety footwear, helmets, ear defenders, face masks and gloves.</p> <p>The security manager has overall responsibility and there is a committee that meets every 3 months and minutes are kept. Safety briefings are given to all workers every day.</p> <p>Accident and emergency procedures are covered in the training and risk assessments.</p> <p>There is a first aid training manual that details first aid training that is required and 15 persons have been trained and so ensuring that there is always someone on site that is first aid trained. Each year all workers receive a medical check-up and future tests will include audiometric tests.</p> <p>A register of accidents is maintained and this shows that minor injuries such as cuts and bruises are quite common but do not result in lost days. Gloves are now provided to help prevent these minor injuries.</p> <p>Co-ops: Very small farms. Awareness training is given.</p>	
<p>Criterion 4.8: All staff, workers, smallholders and contractors are appropriately trained</p>		
<p>Findings:</p> <ul style="list-style-type: none"> • Training plans and records are in place as appropriate for all staff and workers. 	<p>Evidence:</p> <p>POM: All training is based upon the work required and on site awareness for H&S is on-going every day. Records are maintained.</p> <p>Co-ops: Awareness training appropriate to the scale of operations.</p>	<p>Compliance</p> <p>Yes</p>
<p>Principle 5: Environmental responsibility and conservation of natural resources and biodiversity</p>		
<p>Summary of the findings for principle 5: The Ministry of Environment has prepared a map showing sensitive areas but no group members are affected.</p>		
<p>Criterion 5.1: Aspects of plantation and mill management that have environmental impacts are identified, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continuous improvement</p>		
<p>Findings:</p> <ul style="list-style-type: none"> • Sacred forests and graveyards are known to the local people and are conserved. No HCVs or environmental areas in the farms. 	<p>Evidence:</p> <p>POM: An environmental impact assessment was prepared for the site prior to the mill being built and included visual and noise impact, air pollution, energy use, hydrology reports and every process involved with palm oil production. A management plan was prepared for each identified impact.</p> <p>A program for improvement is included and is being demonstrably implemented. For example, use of electricity is monitored daily and areas where use can be reduced are identified.</p>	<p>Compliance</p> <p>Yes</p>
<p>Criterion 5.2: The status of rare, threatened or endangered species and high conservation value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and their</p>		



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conservation taken into account in management plans and operations		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> No HCVs identified. 	Min of Environment map.	Yes
Criterion 5.3: Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> The POM has a list of all waste. All fibre is re-cycled. No waste identified in plantations apart from the very occasional herbicide container which is sold for re-cycling. 	POM: There is a list of all waste generated by the mill and office. Waste is sorted by type. Plastics. Metal. Oils, liquid, solid etc. There are no authorised companies for the removal of waste in Ivory Coast and so it is sold to local companies for re-cycling. No registered waste disposal companies in Ivory Coast.	Yes
Criterion 5.4: Efficiency of energy use and use of renewable energy is maximised		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> All energy used in the mill is monitored. 	POM: All fibre and EFB is used for energy. The actual quantity can be calculated from tonnages of FFB input as no bi-products are sold. Electricity is from the government supply and quantities are known.	Yes
Criterion 5.5: Use of fire for waste disposal and for preparing land for replanting is avoided except in specific situations, as identified in the ASEAN guidelines or other regional best practice		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> The use of fire is not allowed for any land preparation or for replanting. 	No use of fire as confirmed by observations and interview.	Yes
Criterion 5.6: Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> The mill has identified the sources of pollution and emissions. POME is treated in a series of tanks and the final discharge is monitored for, amongst other things, BOD levels. 	POM: The emissions from the boiler are monitored and includes CO ₂ , CO, SO ₂ and NO ₂ levels. This report is made every 3 months and is used to demonstrate compliance with environmental ministry requirements. The quantity of POME produced is low as only 3.3 mt of water are used per hour. The POME is filtered through sand and stone beds and the solid removed is dried and ground for fertiliser. This is sold to local farmers. The liquid that is now filtered then passes through 4 holding tanks and will take at least 45 days before final discharge. The BOD and COD levels are measured for each tank and the final discharge of fluid is within legal parameters as shown by laboratory tests. The actual quantity of liquid discharge is just a trickle as a combination of evaporation and filtration significantly reduces the input quantities.	Yes
Principle 6: Responsible consideration of employees and of individuals and communities affected by growers and mills.		
Summary of the findings for Principle 6: Very few social issues are applicable to the growers as they are small individual farms that are managed by the owners.		
Criterion 6.1: Aspects of plantation and mill management that have social impacts are identified in a participatory way, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continuous improvement		
Findings:	Evidence:	Compliance



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<ul style="list-style-type: none"> The POM has an SEIA. 	POM: An SEIA was prepared in March 2011 and nothing of any significance was identified that is not covered by the EIA.	Yes
6.2 There are open and transparent methods for communication and consultation between growers and/or mills, local communities and other affected or interested parties		
Summary of the findings for 6.2:		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> Clear and transparent systems of consultation and communication with local stakeholders. An extensive lists of stakeholders is maintained with names and addresses. 	One person is in charge of communication.	Yes
Criterion 6.3: There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all parties		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> There is a complaints and dispute resolution procedures which is demonstrably accepted by potentially affected parties. There are good records of complaints which includes the action taken, the outcome of the action taken and any follow up requirements. Procedure is fully available. 	A written complaint form and procedure is available.	Yes
Criterion 6.4: Any negotiations concerning compensation for loss of legal or customary rights are dealt with through a documented system that enables indigenous peoples, local communities and other stake holders to express their views through their own representative institutions		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> Not applicable. 		Yes
Criterion 6.5: Pay and conditions for employees and for employees of contractors always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> Contracts of pay and conditions are documented and are in compliance with the law. 	POM: All the employees have a signed contract with AGRIVAR. Copies checked at office.	Yes
Criterion 6.6: The employer respects the right of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> Published statement recognizing freedom of association. Minutes of meetings with trade unions and worker representatives. 	This statement available and signed by Mr A.K. Nyamien on 11/04/2011. (Declaration en matiere de travail, code 06EG005 06) testified the right of workers regarding freedom association.	Yes
Criterion 6.7: Children are not employed or exploited. Work by children is acceptable on family farms, under adult supervision, and when not interfering with education programmes. Children are not exposed to hazardous working conditions.		
Findings:	Evidence:	Compliance
Only workers above the minimum school leaving age in the country or who are at least 15 years old may be employed, with the stated exception of family farms. <ul style="list-style-type: none"> <i>The minimum age of workers will not be less than stated in the Children's Act, Act 560, 1998. Convention 138 of the International Labour Organisation (ILO) 1973 for minimum age, Convention N°182 of International Organisation for Labour about worsen forms of child labour, 1999.</i> There is a documented and published company policy on worker ages in accordance with national laws. The policy is being implemented and no under age workers were seen to be working on the 	No child labour observed and records of employment show that no one is under age.	Yes



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farms.		
Criterion 6.8: Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> There is a publicly available equal opportunities policy. No evidence of discrimination. Workers are treated equally with regard to working opportunities. 	Interviews and observations confirmed.	Yes
Criterion 6.9: A policy to prevent sexual harassment and all other forms of violence against women and to protect their reproductive rights is developed and applied.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> Well displayed and clear policy on sexual harassment and violence. The company has a policy on the protection of reproductive rights. The sexual harassment policy is being implemented. The reproduction rights policy is being implemented. 	Declaration regarding worker conditions testified that AGRIVAR has a public declaration regarding these rules.	Yes
Criterion 6.10: Growers and mills deal fairly and transparently with smallholders and other local businesses.		
Summary of the findings for 6.10:		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> Current and past prices for FFB are publicly available. Contractual agreements are signed by both parties to indicate understanding and acceptance. Contracts inspected were fair, legal and transparent. Suppliers of services are paid in a timely manner. 	A written agreement between Agrivar and the different cooperatives testified these practices: daily FFB price available at all the cooperatives offices and at Agrivar level too. The past records were available. (Sample signed between Agrivar and COOPLATO 9th December 2010)	Yes
Criterion 6.11: Growers and mills contribute to local sustainable development wherever appropriate.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> Local employment and use of services. 	Local employment of 102 workers in the mill.	Yes
Principle 7: Responsible development of new plantings.		
Criterion 7.1 A comprehensive and participatory independent social and environmental impact assessment is undertaken prior to establishing new plantings or operations, or expanding existing ones, and the results incorporated into planning, management and operations.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> An environmental and social impact assessment is only required if the area is greater than 40ha. EIA and SIA are not applicable. 	The individual areas are less than 40 hectares and whilst oil palm may be a new crop, it is planted on land that has been farmed for several decades and replaced an existing crop such as bananas.	Yes
Criterion 7.2 Soils surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> Soils are suitable for growing a range of crops including oil palm. 	Soils offer moderate to low yields of oil palm and the topography is generally level.	Yes
Criterion 7.3 New plantings since November 2005, have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> The farms have been cultivated as farmland for several decades. 	No clearance of Primary Forest or any area required to maintain or enhance one or more HCV.	Yes
Criterion 7.4 Extensive planting on steep terrain, and/or on marginal and fragile soils, is avoided.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> No steep terrain, marginal or fragile soils have been planted. 	Level ground with any slopes being less than 10%.	Yes
Criterion 7.5 No new plantings are established on local peoples' land without their free, prior and informed consent, dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.		
Findings:	Evidence:	Compliance



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<ul style="list-style-type: none"> Individual land ownership. 	Individual farmers have planted their own land.	Yes
Criterion 7.6 Local people are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> Individual land ownership. 	Individual farmers have planted their own land.	Yes
Criterion 7.7 Use of fire in the preparation of new plantings is avoided other than in specific situations, as identified in the ASEAN guidelines or other regional best practice.		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> No use of fire. 	The small areas have been established by clearing the old crop by hand or by tractor. No evidence of burning noted.	Yes
Principle 8: Commitment to continual improvement in key areas of activity.		
Summary of the findings for principle 8:		
Criterion 8.1: Growers and millers regularly monitor and review their activities and develop and implement action plans that allow demonstrable continual improvement in key operations		
Findings:	Evidence:	Compliance
<ul style="list-style-type: none"> Clear evidence of continual improvement in key areas. Reduction in the use of class 1a and class 1b agrochemicals. Environmental impacts. Waste reduction. Pollution emissions. Social impacts. Records are in place of follow up actions as a result of both internal and RSPO audits. 	<p>POM: A clear 5 year plan for improvement in all aspects of mill management.</p> <p>Co-ops: On-going awareness training with regard to health and safety and IPM.</p> <p>The use of agro-chemicals is strictly limited to glyphosate in very small quantities already and no potential area for improvement is noted.</p>	Yes



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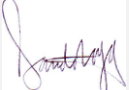
3.3 Non conformity register.


This section gives an over view of new or revised non-conformities raised during this assessment and of action taken to close out non-conformities raised during the previous assessments.

Major non-conformities raised during a main assessment will prevent CU from making a positive certification decision for the concerned units/products.

The NC number is comprised of 2 parts to include the year in which the NC is raised as well as a sequential number.

Date:	12/11/2011
Number settled (See 5.1):	n/a
Number outstanding (See 5.2):	

NON CONFORMITY REPORT	
NC number:	2011/01
Client name:	Agrivar.
Date raised:	12/11/11
Major or Minor:	Minor
Raised by:	David Ogg
Aspect of standard: 4.5.1.	
An IPM plan is documented and current. Group managers should provide regular training to group smallholders in IPM techniques (incorporating cultural, biological, mechanical or physical methods – see 4.8) to minimise use of chemicals and provide appropriate assistance for application. More detailed guidance should be given in the national interpretations	
Evidence of non-conformity:	
No evidence of an IPM plan for the co-operative members.	
Assessors signature:	
	
Date: 12 th November 2011.	

NON CONFORMITY REPORT	
NC number:	2011/02
Client name:	Agrivar.
Date raised:	12/11/11
Major or Minor:	Minor
Raised by:	David Ogg
Aspect of standard: Group standard.	
Awareness training in general.	
Evidence of non-conformity:	
More emphasis must be made on the appropriate use of herbicides to ensure that all co-operative members are aware of the need to spray in an efficient maner.	
Assessors signature:	
	
Date: 12 th November 2011.	



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3.4 Formal sign off of assessment findings.

3.4.1 Acknowledgment of internal responsibility by the client.

I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents and audit findings as presented in this document .

I also confirm:

- Acceptance of liability in execution of the instructions given.
- That this company was made aware that the findings of the audit team are tentative; pending review and decision making by the duly designated representatives of Control Union Certifications.
- That during the closing meeting all agenda items were covered by the lead auditor.

Name: Atnanase K Niamien

Position: General Manager.

Signature:



Date: 12th November 2011.

3.4.2 Signing by the lead auditor.

Signed by the lead auditor:

I the undersigned, being the lead auditor, confirm that this report is an accurate record of the findings and of the closing meeting. I further confirm that the summary of the findings as presented in section 3.2 are a true representation of the actual findings of the audit team.

Name: David Ogg FICFor.

Position: Senior Lead Auditor.

Signature:

Date: 12th November 2011.

3.4.3 Signing by the certifier.

Signed by the lead auditor:

I the undersigned, being the certifier, confirm that the information and conclusions included in this report have been prepared in good faith and that the certification decision has been based upon this information.

Name: Gerben Stegeman

Position: Certifier

Signature:

Date: 21st November 2011